

Skagit County

Central Services Cost Allocation Plan

Skagit County
Central Services Cost Allocation Plan

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The Skagit County

Central Services Cost Allocation Plan

Introduction

Skagit County (the County) provides a wide variety of services to the citizens of Skagit County. Skagit County is a municipal corporation incorporated November 28, 1883. The County operates under a Commission form of government, and has all powers granted by the constitution and laws of the state. The County provides the full range of services contemplated by statute or charter. The governmental activities of Skagit County include a full range of local government services provided to the public, such as law enforcement and public safety; the superior, juvenile, and district court systems; legal prosecution and indigent defense; jails and corrections; road construction and maintenance; planning and community development; parks and open space preservation; and care and welfare of the disadvantaged and mentally ill. In addition, other general government services are provided, such as elections, property assessment, tax collection, and the issuance of licenses. The business-type activities of Skagit County include a Solid Waste Utility, Drainage Utility, and the Skagit County Jail.

The County is a local government, established as a subdivision of the State of Washington. It is funded mostly from local taxing sources, but is funded from some Federal awards and pass-through awards from the State of Washington.

The County administers various federal and state funded programs. While the federal portion of the County's total funding is important, it is not a major source of funding for the County.

The County is submitting this Central Services Cost Allocation Plan (CSCAP) prepared in accordance with principles and procedures of the U.S. Office of Management and Budget 2 CFR Part 200, *Cost Principles for State, Local and Indian Tribal Governments (OMB Circular A-87 Revised)*, Attachment C. The County is not considered a "major local government", so its cost allocation plan does not need to be approved by a federal cognizant agency.

The County has substantial historical data upon which to build the CSCAP. However, the County assigns volumes of transaction data or staff assigned to specific programs based on actual data from the preceding year and those assignments are quantified and described in this CSCAP.

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Submission and Documentation Requirements

The County has used the guidance for preparing this CSCAP provided by *Cost Principles and Procedures for Developing Cost Allocation Plans and Indirect Cost Rates for Agreements with the Federal Government – Implementation Guide for Office of Management and Budget Circular A-87* (document ASMB C-10). 2 CFR Part 200, Subpart E – Cost Principles discusses submission and documentation requirements. The table below lists the features of the CSCAP, whether the feature is not applicable and where the information is provided in this CSCAP.

Central Services Cost Allocation Plan Feature	Location Provided
1 General	
a An organization chart sufficiently detailed to show operations including the central service activities of the State/local government whether or not they are shown as benefiting from central service functions.	Appendix A
b A copy of the Annual Financial Report (or a copy of the Executive Budget if budgeted costs are being proposed) to support the allowable costs of each central service activity included in the plan.	The audited annual financial report is available on-line
c A certification that the plan was prepared in accordance with this Circular, contains only allowable costs, and was prepared in a manner that treated similar costs consistently among the various Federal awards and between Federal and non-Federal awards/activities.	Page 4
2 Allocated Central Services - For each allocated central service, the plan must also include the following: (If any self-insurance funds or fringe benefit costs are treated as allocated (rather than billed) central services, documentation discussed in Billed Services sections below shall also be included.)	Self insurance funds are included in the Billed Service Category
a A brief description of the service, an identification of the unit rendering the service and the operating agencies receiving the service.	Page 5-9, Apdx B
b The items of expense included in the cost of the service and the method used to distribute the cost of the service to the specific benefitted departments.	Pages 12 to 14, Appendix B
c A summary schedule showing the allocation of each service to the specific benefitted departments.	Appendix B
3 Billed Service - the information described below shall be provided for all billed central service funds, self insurance funds, and fringe benefits funds.	
Internal Service Funds. For each internal service fund or similar activity with an operating budget of \$5 million or more, the plan shall include:	
a A brief description of each service.	Pages 9 to 11
b A balance sheet for each fund based on individual accounts contained in the governmental unit's accounting system.	Appendix C

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Internal Service Continued

- c** A revenue/expenses statement, with revenues broken out by source, e.g., regular billings, interest earned, etc. Appendix C
- d** A listing of all non-operating transfers (as defined by Generally Accepted Accounting Principles (GAAP)) into and out of the fund. Appendix C
- e** A description of the procedures (methodology) used to charge the costs of each service to users, including how billing rates are determined. Page 12
- f** A schedule comparing total revenues (including imputed revenues) generated by the service to the allowable costs of the service, as determined under this Circular, with an explanation of how variances will be handled. Appendix D
- g** Revenues shall consist of all revenues generated by the service, including unbilled and uncollected revenues. If some users were not billed for the services (or were not billed at the full rate for that class of users), a schedule showing the full imputed revenues associated with these users shall be provided. Expenses shall be broken out by object cost categories (e.g., salaries, supplies, etc.). Appendix D

Self-Insurance Funds. For each self-insurance fund, the plan shall include:

- a** The fund balance sheet. Appendix C
- b** A statement of revenue and expenses including a summary of billings and claims paid by department. Appendix C
- c** A listing of all non-operating transfers into and out of the fund. Appendix C
- d** The type(s) of risk(s) covered by the fund (e.g., automobile liability, workers' compensation, etc.). Pages 9 to 11
- e** An explanation of how the levels of fund contributions are determined. Pages 9 to 11
- f** Included a copy of the current actuarial report (with the actuarial assumptions used) if the contributions are determined on an actuarial basis. Actuarial Report is available
- g** A description of the procedures used to charge or allocate fund contributions to benefitted activities. Pages 9 to 11
- h** Reserve levels in excess of claims (1) submitted and adjudicated but not paid (2) submitted but not adjudicated, and (3) incurred but not submitted must be identified and explained. Appendix C

Fringe benefits. For fringe benefit costs, the plan shall include:

The county participates in the State of Washington's pension systems and its employee benefits are included in the self-insurance funds, with the information provided above. As such, the remainder of this requirement is not applicable. Page 11 and Appendix C

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Certificate of Cost Allocation Plan

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal as of December 31, 2022 to establish cost allocations or billings for the year ended December 31, 2024 are allowable in accordance with the requirements of the 2 CFR Part 200, "Cost Principles for State, Local, and Tribal Governments," and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the awards to which they are allocated in accordance with the applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental Unit: Skagit County

Signature: 

Name of Official: Sandy Perkins

Title: Skagit County Auditor

Date of Execution: 11/21/23

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Description of Central Services

Introduction

The County provides support services to operating departments in nine (9) Central Service Departments. In addition support services are provided in six (6) Internal Service funds or sub-funds that include self-insurance and fringe benefit programs.

Operating departments may charge one another for actual services provided. This is typically based on actual time charges captured in a time reporting system or a job cost system. This CSCAP does not quantify or present amounts of these interdepartmental charges as these charges are outside of the central service allocation or direct billed services plan.

The County uses the Cayenta software system for its accounting and financial reporting processes. Costs are captured at various levels of detail. In descending order, costs are captured at the fund, sub-fund, department, division, activity/project and job cost levels. Direct Federal awards programs and Federal awards passed through from the State of Washington are typically assigned a discrete project number or job cost number.

Certain central service departments use division or activity designations to separately account for services which are allocable to benefitting functions using a different allocation base and methodology. As a result, certain departments show more than one pool and how it is allocated to benefitting functions in the summary schedules of cost allocation in Appendix B.

Central Service Functions

The following provides a description of the central services and the benefitting functions presented in Appendix B. The costs presented in Appendix B are actual costs for the year ended December 31, 2022. The costs have been summarized, for presentation purposes into six direct categories; Salaries, Benefits, Supplies, Services, Intergovernmental and Capital.

Commissioners

The Board of County Commissioners serves as the County's legislative body and as chief policy makers for many important County operations and functions. The commissioners are responsible for the adoption of a balanced budget for each calendar year; for adopting, amending and repealing ordinances and laws of the County, such as those governing traffic,

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zoning; and general health, safety and welfare of the public. The Commissioners are responsible for the operation of budget and administration of programs under the control of all departments without a separately elected official.

The Commissioner’s Office provides overall guidance to all County functions through the budgeting and regulatory process. Costs are directly related to the amount of Commissioners’ session time available. Therefore, the Commissioner’s Office costs will be allocated to those funds that have standard agenda time with the Commissioners on the basis of regular agenda time scheduled for the respective functions as a percentage of total agenda time. For 2024, costs will be allocated to General Fund, Public Health, Parks and Recreation, County Road, Planning and Development, and Low Income Housing.

The Calculation is:

Commissioner’s Office Expenditures less Board of County Commissioners’ Salaries & Benefits	X	<u>Applicable Fund’s Related Agenda Time</u> Total Agenda Time
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The County Board of Commissioners costs are allocated to benefitting departments based on the agenda time that is specifically designated for that purpose. Agenda matters that do not benefit a specific function are tracked separately and are not allocated to specific departments. Approximately 25% of the Commissioners agenda items relate to a specific function. As such, approximately 75% of the Commissioner’s Office expenditures (less the Board of County Commissioners’ salaries and benefits) are retained in this cost pool and are not distributed to County departments.

Assessor

The Assessor’s function of valuation, notification of assessed value, and computation of tax are directly related to the dollar value of tax levy. Therefore, the Assessor’s Office costs will be allocated to all Funds that levy taxes on the basis of the applicable fund’s tax levy as a percentage of the total operating taxes levied by the Assessor. The Drainage Utility Fund will not be allocated a portion of the cost of the Assessor’s Office as the assessment for the Drainage Utility Fund is formula driven not value based.

The Calculation is:

Assessor’s Expenditures less Elected Official’s Salary & Benefits	X	<u>Respective Fund’s Tax Levy</u> Total Operating Taxes Levied
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The Assessor's Office provides services to other jurisdictions for which taxes are levied and collected by the County. Approximately 77.41% of operating taxes relate to these other jurisdictions. As such, approximately 77.41% of the Assessor's Office expenditures (less the Assessor's salaries and benefits) are retained in this cost pool and are not distributed to County departments.

Treasurer

The County Treasurer holds a key position of public trust in the financial affairs of local government. Acting as the "bank" for the County, schools, ports, hospitals, and fire districts, along with other units of local government, the Treasurer's Office receipts, disburses, invests, and accounts for the funds of each local jurisdiction. In addition, the Treasurer is charged with the collection of various taxes and assessments that are distributed on a regular basis to each of these governmental units. The Treasurer is required to conduct bond sales, which are authorized by the County or other local jurisdictions. A detailed record is kept of each bond for the allotted period of time. The Treasurer administers and collects that real estate excise tax on the sale or transfer of ownership of real property. The Treasurer's Office administers DOE Water Quality Loans; audits and recovers sales and use tax on businesses and erroneously coded vehicles licensing fees; implements the yearly tax foreclosure sale and conducts additional sales needed on County owned or tax title property; and administers the BUCKS program, which is a required course for all County employees handling cash. With responsibilities extending beyond the scope of County operations, the County Treasurer plays a key fiduciary role in the operation of local government.

The Treasurer's Office workload is most directly and logically related to tax levies. As a result, the Treasurer's Office costs will be allocated to all applicable Funds including the Drainage Utility Fund on the basis of the respective tax levy as a percentage of the total operating taxes levied by the Assessor. This is the same basis used to allocate the Assessor's costs. As such, approximately 76.89% of the Treasurer's Office expenditures (less the Treasurer's salaries and benefits) are retained in this cost pool and are not distributed to County departments.

The calculation is:

Treasurer's Expenditures less Elected Official's Salary/Benefits	X	<u>Respective Fund's Tax Levy</u> Total Operating Taxes Levied
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County Auditor

The County Auditor independently oversees all County offices to ensure fiscal compliance with State law and County policy. The County Auditor aggressively administers a program of internal auditing to provide the County with a very high level of confidence that County assets are

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safeguarded to the highest reasonable degree. The County Auditor, as the official keeper of accounts for the County, designs and administers the accounting system for the County and maintains the highest standard of care to ensure the integrity of all accounting records and reports.

The main function of the Auditor's Office, which is significantly related to all County Funds' activities, is the accounting function. The accounting function costs will be allocated to all applicable funds based on the average of the percentage of full time equivalents employees (FTE's) and the percentage of total accounts payable transactions.

The calculation is:

(1)	$\frac{\text{Respective Fund FTE's}}{\text{Total County FTE's}}$	+	$\frac{\text{Respective Fund AP Transactions}}{\text{Total County AP Transactions}}$
(2)	Percentage	X	Accounting Dept. Expenditures

Administrative Services

The County Administrator oversees the Budget and Finance Director, the Director of Human Resource Management, Communications, Upriver Services and serves as an aide to the Skagit County Board of Commissioners. The Administrator is also responsible for oversight of the day-to-day management responsibilities in the board directed departments.

The County Administrator oversees Budget and Finance, the Director of Human Resources/Risk Management, and Communications and serves as an aide to the Skagit County Board of Commissioners. The Administrator is also responsible for oversight of the day-to-day management responsibilities in the board directed departments.

Budget and Finance – The Budget and Finance division manages budget and financial management matters for the County. Duties include: Coordinating the annual budget process, financial analysis, budget preparation, budget management, revenue forecasting, project management and contract management.

The budget and finance function costs are allocated to benefitting departments based on actual expenses as it most closely tracks the effort of the budget and finance function in providing its financial services.

Communications – The Communications division is responsible for leading, planning, and implementing public engagement plans and programs, including public information, public involvement, community relations and media relations, to achieve the County's strategic goals.

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Administrative Services provided include the coordination of efforts and administration of services aimed at improving employee productivity and management of County government. The specific functions presently serving all applicable Funds are: general administrative services, budget/financial management and communications. The costs will be allocated based on a ratio of respective fund's total actual expenses divided by total County actual expenses.

The calculation is:

Administrative Services Expenditures Less Human Resources	X	<u>Respective Fund Actual Expenses</u> Total County Actual Expense
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Human Resources – Human Resources ensures the best qualified personnel are recruited and employed to staff Skagit County. Staff continues to strengthen administrative rules and regulations and develop harmonious relationships among all employee groups. They are responsible for monitoring all employee benefits as well as classification and/or salary studies in order to maintain the integrity of the County. Human Resources engages in the process of recruiting, screening, departmental personnel services, benefits management, record keeping, salary and compensation assessment, union negotiations and a host of other personnel related services for all County Funds and Departments.

The human resources function costs are allocated to benefitting departments based on the count of full time equivalents (FTE's) as it most closely tracks the effort of the human resources function in providing its services. The cost will be allocated based on a ratio of FTE's by Fund divided by total FTE's for the County.

The calculation is:

Human Resource Expenditures	X	<u>Respective Fund FTE</u> Total County FTE
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General Maintenance

General Maintenance provides building maintenance and custodial services for County Facilities. This includes but is not limited to the following: mechanical and electrical equipment services, building maintenance and upkeep, custodial services, land maintenance, leases for

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additional space and establishing contracts for services and supplies and payments of all utilities. Facility Management provides general repair and maintenance, custodial services, safety and health specialists/training, and mechanical, plumbing, electrical, and security systems services.

The general maintenance function costs are allocated to benefitting departments based on the square feet of occupied space for each department as it most closely tracks the effort of the general maintenance function in providing its facilities maintenance services. The costs will be allocated based on a ratio by the fund of building square footage for County maintained buildings divided by the total square footage for County maintained buildings. Bond payments from this department will not be included.

The calculation is:

Facilities Management: Salaries and Wages, Personnel Benefits, Supplies, Utilities & associated operational expense	X	$\frac{\text{Respective fund bldg. maintenance sq ft}}{\text{Total County bldg. maintenance sq ft}}$
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Prosecuting Attorney / Civil Division

The Prosecutor, through the Civil Division, provides legal advice to all departments of the County. Upon request of the Commissioners, this office litigates civil cases, advises all departments regarding legal matters, and enforces the Skagit County Code. The costs will be directly charged to respective funds on an actual or estimated basis.

Non-Departmental

The Non-Departmental Department is used to record those expenditures that are not directly associated with any particular department within the County. These costs are allocated to benefitting departments based on Modified Total Direct Cost. Only those costs that benefit all departments are included in the allocation.

Internal Service Funds

The County accounts for services provided to operating departments in six (6) internal service funds or sub-funds. The services and methods of calculating the assessments from these internal service funds are briefly described below.

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Insurance Services

The Insurance Services Department recognizes and evaluates potential liability, monitors insurance coverage and trends, property liability and casualty losses, and investigates claims. Billings are based on the history of claims and operating expenses and are billed out annually at year end. The rate varies per year based on the amount of claims, property values, and actual expenses incurred. The rate for 2022 was \$1,631 to \$502,115 annually.

The Insurance Services Fund is also used as a holding account for employee benefits. Premiums are transferred into the Insurance Services Fund and payments are made to the claims processor as service provider invoices are submitted. The County is self-insured for medical, dental, vision, and unemployment claims. Medical and Dental accrual rates are determined by an actuary on an annual basis. Those actuarial numbers are used, in conjunction with negotiated union contracts, to set accrual rates on an annual basis. The composite rate for 2020 was \$20,232 per year for a full time employee. (This includes medical, dental, life, vision and EAP.)

Information Services

The Information Services (IS) Department is the County's central technology provider. This department provides the computer and business information system support required by the County departments. These services include network services, systems support, application development and maintenance and general PC support.

Billings are based on the amount of expenditure per cost center divided by the metric used to allocate costs for that cost center. Differing metrics are used based on the type of expense. The rate for each cost center changes from quarter to quarter based on the expenses incurred by each cost center. The rate for 2021 was \$0 - \$1,128,596 per quarter.

Geographic Information Services

The Geographic Information Services (GIS) office is a centralized service center that provides mapping and GIS services to meet the business needs of our partners, customers, and clients within Skagit County and the communities we serve. This includes providing support and maintenance in the areas of data conversion, cartography, remote sensing, computer graphics and visualization, Global Positioning Systems (GPS), database design, software development, address system maintenance, and 911- database maintenance.

Billings are based on the actual number of hours spent on a project. The rate for 2021 was \$41.16 to \$78.15 per straight time hour of work.

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Records Management

The Records Management Department is responsible for management of all County records, including property records, court records and any other records that pertain to the County. They also convert County records from paper files to either microfilm or optical images to reduce the bulk of records. The Records Management Department is also responsible for the purchase of all copiers and supplies for all county departments as well as interoffice and USPS mail.

Billings are based on the estimated number of time spent on records management and mail services for billed departments and the number of copiers used by a department as a percentage of total copiers. Billed amounts vary by billing period. The rate for 2022 was \$5,802 to \$326,145 semiannually.

Unemployment Compensation

The Unemployment Compensation Insurance Fund receives payments from operating funds and departments. The monies received are used for payment of actual claims paid by the state. The County is self-insured for unemployment claims. Billings are based on the history of claims and operating expenses. The rate for 2022 was 1.5% of the first \$60,000 of salary.

Equipment Rental Fund

The Equipment Rental and Revolving Fund (ER&R) is responsible for managing the acquisition, assignment, and disposition of fleet equipment, maintaining and repairing fleet equipment, maintaining fleet equipment records, providing short-term motor pool service, and administering a capital fleet equipment replacement plan all in support of the Sheriff's Department, General Government, and Public Works Divisions such as the Solid Waste Utility and Road Maintenance and Construction. The charges for services are designed to recover costs at or near breakeven while ensuring a positive cash balance in the Fund. Customers pay a monthly or hourly replacement fee to the Fund for each specific vehicle set at an amount designed to recover adequate funds to replace the vehicle at a future date mutually agreed upon by ER&R and the customer at the time the vehicle goes into service. ER&R also collects a fixed annual administrative overhead fee included in the lease rates for each vehicle to support wages and benefits, allocated costs, rent, and all other costs assessed to ER&R. The rate is \$127 to \$875 depending on the estimated amount of time a piece of equipment spends in the shop and whether or not it has a County-installed radio. Equipment is charged out at either hourly or monthly rates, depending on the type of equipment. Current rates are \$2.66 to \$366.82 per hour and \$50 to \$13,228 monthly. Vehicles are charged an hourly shop rate of \$89.00/hour designed to recover all of the costs of providing fleet maintenance and repair services. Parts and materials are charged at actual cost plus a management fee. Rock is charged actual cost plus a 37% management fee. Pool vehicle rental fees are intended to support the cost of fuel,

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maintenance, replacement costs, and administration. Pool vehicle rental fees are assessed a monthly rental fee for the use of a pool vehicle. All assessments and charges are reviewed annually and updated as needed.

Fringe Benefit Plans and Related Costs

Health and benefit costs are accounted for in the Insurance Services Fund described above. Unemployment compensation benefits are accounted for in the Unemployment Compensation Internal Service Fund. The county also provides pension benefits through its participation in the State of Washington's Public Employee Retirement System (PERS). Each of the PERS plans is a cost-sharing multiple-employer plan with employer and employee contribution rates established by the Washington State Legislature.

Cost Allocation Methodology

Introduction

The County provides support services to operating departments in nine (9) Central Services Departments. In addition support services are provided by six (6) Internal Service funds or sub-funds that include self-insurance and fringe benefit programs.

Operating departments may charge one another for actual service provided. This is typically based on actual time charges captured in a time reporting system or a job cost system. This CSCAP does not quantify or present amounts of these interdepartmental charges as these charges are outside of the central service allocation or direct billed service plan.

The County uses the Cayenta software system for its accounting and financial reporting processes. Costs are captured at various levels of detail. In descending order, costs are captured at the fund, sub-fund, department, division, activity/project and job cost levels. Direct Federal award programs and Federal awards passed through from the State of Washington are typically assigned a discrete project number or job cost number.

Certain central service departments use division or activity designations to separately account for services which are allocable to benefitting functions using a different allocation base and methodology. As a result, certain departments show more than one pool and how it is allocated to benefitting functions in the summary schedules of cost allocation in Appendix B.

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Accounting, Financial Reporting and Cost Allocation Systems

The County uses the Cayenta accounting software to accumulate costs in division, activity/project or job cost numbers that are linked to each department within a fund. The accounting system is able to produce cost reports by fund and sub-fund. The sub-fund and/or division designations for each central service function are combined into individual central service cost pools as is reflected in Appendix B.

Each central service cost center grouping uses a unique method to allocate its costs to the benefitting departments. However, several central services use the same base upon which to allocate costs. Other cost center groupings may use different methods for certain segments of its cost pool for allocation based on data it accumulates during the preceding year.

The accounting system provides for determining the allocation basis prior to the fiscal year to be used in the allocation of central service costs to funds/departments for budget control and management purposes.

Specific Cost Allocation Methodologies Used in the CSCAP

As provided in the Description of Central Services Section of this CSCAP, each central service cost center grouping uses a unique base, upon which to allocate its costs. The central service functions allocated in this CSCAP are grouped by the allocation base used as follows:

Central services that use authorized Full Time Equivalent (FTE):

- Administrative Services Human Resources use FTE as the only allocation base.
- The County Auditor uses FTEs for one-half of its allocation base with the remainder using accounts payable transaction counts.

Central services that use operating tax levies:

- Assessor's Office
- Treasurer's Office

The efforts in these central services are directly related to the dollar value of the levies assessed and collected by the County. These central service functions provide services to other jurisdictions for which taxes are levied and collected by the County. Since approximately 74% of operating taxes relate to these other jurisdictions, approximately 74% of the costs of these central service functions are retained in this cost pool and are not distributed to County departments.

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Central services that use actual expense data:

- Administrative Services Budget and Finance
- Non-Departmental

The effort in this central service includes compiling and monitoring the annual budget as well as the overall administration of the County. The effort is most closely related to the dollar value of the expenses tracked through the financial system.

Central services that use specific data tracking systems to provide for an indication of effort and related benefit:

- The County Commissioners use an agenda tracking system to determine its efforts for the prior year.
- The legal-civil function provides an estimate of its actual effort by department, (e.g. direct labor hours) to provide for an allocation of its effort.
- The general maintenance function tracks the square feet of County facilities occupied by each County department.

Cost Accounting Procedure:

Costs are accumulated in funds, departments, divisions, activity/project and job cost numbers as previously described. The cost allocation plan is used to calculate an indirect cost rate for each operating fund/department to use in the ensuing year. At the end of each fiscal year, County accounting staff applies the allocation factors to the actual costs incurred and generates a journal entry to transfer costs out of central service cost centers (senders) and into the operating department (receivers).

Certain internal service funds also gather costs in certain cost centers using project numbers in the financial system to “bill” its users. This is used mainly for services in which underlying billing basis remains relatively constant during the year, such as the number of email accounts or direct labor hours. Other internal services use a direct charge basis whereby costs are transferred using a journal entry based on the actual transactions for the prior month. The Cayenta system is able to process internal service fund “assessments” prior to calculating the amount of the central service assessments.

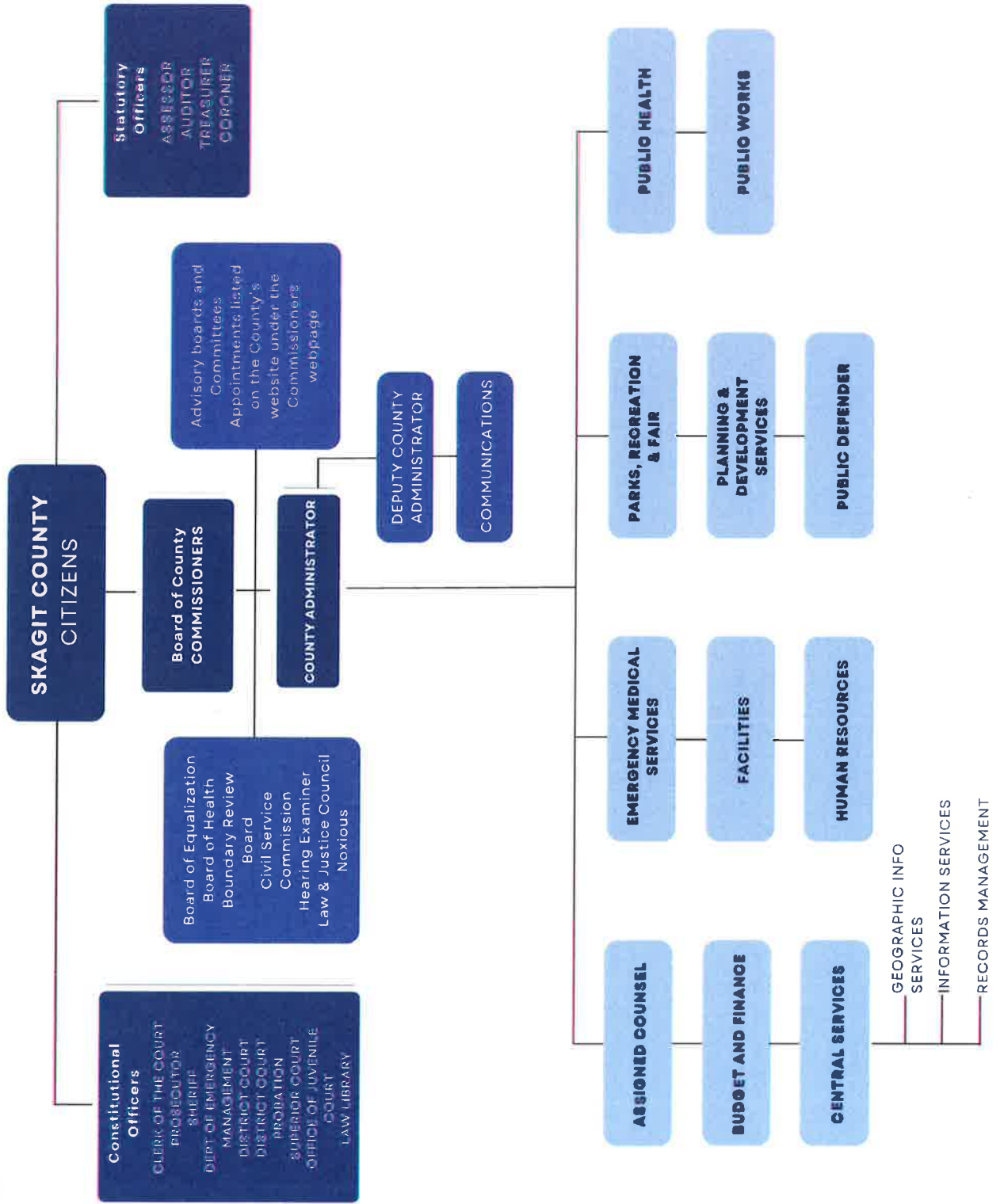
Since the County uses a single-tier allocation methodology, whereby central service departments only charge operating departments and not one another, the County does not need to run two assessment proceeding steps.

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Appendix A: Organization Chart



SKAGIT COUNTY ORGANIZATIONAL CHART



Appendix B: Summary and Detail Cost Allocation Plan Components

Fund No.	Fund Name	Total Allocated Costs	MTDC	General	Internal	Total	From FS plus transfers out less capital outlay	Allocated		Pmts to IS Funds and Special Revenue Funds
				Fund Indirect Cost Rate	Service Indirect Cost Rate	Indirect Cost Rate		Costs	Pass Thru Grants	
Operating Departments										
001	General Fund	\$ 3,970,177	38,867,170	10.21%	13.11%	23.33%	62,177,521	10,438,448	217,154	12,654,749
101	Health Department	501,552	4,277,384	11.73%	13.11%	24.84%	6,290,222		2,012,838	
102	Special Paths	4,129	186,828	2.21%	0.00%	2.21%	186,828		-	
104	Tourism Promotion	4,128	346,676	1.19%	0.00%	1.19%	346,676		-	
105	Emergency Management	49,298	672,540	7.33%	13.11%	20.44%	672,540		-	
106	Fairgrounds	11,264	555,640	2.03%	0.00%	2.03%	555,640		-	
107	Veterans Relief	6,829	298,894	2.28%	0.00%	2.28%	298,894		-	
108	Law Library	27,965	106,725	26.20%	0.00%	26.20%	106,725		-	
111	Treasurer O&M	1,041	25,069	4.15%	0.00%	4.15%	25,069		-	
112	Centennial Document Preservation	2,253	109,532	2.06%	0.00%	2.06%	109,532		-	
113	Elections Services	53,958	961,938	5.61%	13.11%	18.72%	961,938		-	
114	Parks & Recreation	131,582	1,909,297	6.89%	0.00%	6.89%	1,909,297		-	
115	Substance Abuse Services	11,521	309,256	3.73%	0.00%	3.73%	892,107		582,851	
116	Mental Health-Developmental Disability	177,359	7,463,449	2.38%	0.00%	2.38%	7,506,116		42,667	
117	County Roads	879,420	19,566,993	4.49%	13.11%	17.61%	22,793,032		3,226,039	
118	Community Services	184,445	2,079,506	8.87%	0.00%	8.87%	2,469,702		390,196	
119	Convention Center	3,396	379,641	0.89%	0.00%	0.89%	379,641		-	
120	Clean Water Program	65,193	1,370,073	4.76%	13.11%	17.87%	1,574,616		204,543	
121	ARPA	36,861	5,723,370	0.64%	13.11%	13.76%	5,723,370		-	
122	Conservation Futures	38,448	221,271	17.38%	0.00%	17.38%	221,271		-	
123	Medic I Services	221,324	8,633,078	2.56%	0.00%	2.56%	8,633,078		-	
124	Crime Victims Services	1,621	105,452	1.54%	0.00%	1.54%	105,452		-	
125	Communication System	44,508	5,743,710	0.77%	0.00%	0.77%	5,743,710		-	
127	Water Quality	57	7,410	0.77%	0.00%	0.77%	7,410		-	
128	Planning and Development	526,633	4,306,704	12.23%	0.00%	12.23%	4,306,704		-	
141	LAKE MANAGEMENT DISTRICT NO. 1	4,106	106,119	3.87%	0.00%	3.87%	106,119		-	
142	LAKE MANAGEMENT DISTRICT NO. 2	343	19,115	1.79%	0.00%	1.79%	19,115		-	
143	LAKE MANAGEMENT DISTRICT NO. 3	1,217	54,764	2.22%	0.00%	2.22%	54,764		-	
144	LAKE MANAGEMENT DISTRICT NO. 4	456	25,881	1.76%	0.00%	1.76%	25,881		-	
150	Edison Clean Water District	2,876	79,836	3.60%	0.00%	3.60%	79,836		-	
160	Drug Enforcement Reserves	78	5,000	1.56%	0.00%	1.56%	5,000		-	
161	Boating Safety	842	23,480	3.59%	0.00%	3.59%	38,182		14,702	
162	Low-Income Housing	1,023	36,182	2.83%	0.00%	2.83%	211,182		175,000	
163	TITLE III PROJECTS FUND	234	20,085	1.16%	0.00%	1.16%	20,085		-	
165	Homeless Housing and Assistance	119,654	4,928,511	2.43%	0.00%	2.43%	16,778,670		11,850,159	
166	Housing Revolving Loan	1,446	82,156	1.76%	0.00%	1.76%	82,156		-	
170	Interlocal Investigation Reserves	5,461	166,410	3.28%	0.00%	3.28%	382,195		215,785	
201	Debt Service	15,217	1,940,190	0.78%	0.00%	0.78%	1,940,190		-	
340	FACILITY IMPROVEMENT FUND	1,789	-122,689	-1.46%	0.00%	-1.46%	146,446		269,135	
341	CAPITAL IMPROVEMENTS	1,342	171,002	0.78%	13.11%	13.90%	171,002		-	
342	DISTRESSED COUNTY PUBLIC FACIL	22,670	2,899,010	0.78%	0.00%	0.78%	2,899,010		-	
352	PARK IMPROVEMENT FUND	6,379	563,403	1.13%	0.00%	1.13%	563,403		-	
357	Capital Lease	484	49,930	0.97%	0.00%	0.97%	49,930		-	
401	Solid Waste Utility	227,085	13,788,287	1.65%	13.11%	14.76%	13,788,287		-	
402	Drainage Utility	59,579	2,031,746	2.93%	13.11%	16.04%	2,190,562		158,816	
403	Jail Fund	270,302	16,727,987	1.62%	13.11%	14.73%	16,727,987		-	
		7,697,546	147,824,011				190,277,093	10,438,448	19,359,885	

INTERNAL USE ONLY

Not Used for Federal 2 CFR 225 Compliant Plan				IS	GIS	Insurance	Records	Total
501	Equipment Rental Fund	117,281	6,757,052	1.74%	8.72%	1.22%	1.79%	13.03%
503	Insurance Service	138,612	16,878,366	0.82%	8.72%	1.22%	1.79%	12.43%
504	Information Services	173,872	6,049,791	2.87%		1.22%	1.79%	9.24%
504	GIS / Mapping Services	87,857	1,371,218	6.41%	8.72%		1.79%	15.60%
504	Records Management	32,210	660,516	4.88%	8.72%	1.22%	1.79%	15.45%
505	Unemployment Compensation	5,846	562,237	1.04%	8.72%	1.22%	1.79%	12.34%

County Commissioners Fund-Department included in this Central Allocation Base

Agenda Hours

Salaries	\$ 537,929
Benefits	229,435
Supplies	1,166
Services	23,365
Other	-
Intergovernmental	
Capital	
Total Direct Costs	<u>791,895</u>
Adjustments:	
Less: Unallowable costs- Elected Official Salaries	(550,774)
Add: Use Allowance	-
Subtotal Adjustments	<u>(550,774)</u>
Total Allowable, Allocable Costs	<u>\$ 241,121</u>

Fund No.	Fund Name	Agenda Hours	Allocation
Operating Departments			
001	General Fund	5.50	\$ 24,788
101	Health Department	1.00	4,507
102	Special Paths	-	-
104	Tourism Promotion	-	-
105	Emergency Management	-	-
106	Fairgrounds	-	-
107	Veterans Relief	-	-
108	Law Library	-	-
110	River Improvement	-	-
111	Treasurer O&M	-	-
112	Centennial Document Preservation	-	-
113	Elections Services	-	-
114	Parks & Recreation	-	-
115	Substance Abuse Services	-	-
116	Mental Health-Developmental Disability	0.50	2,253
117	County Roads	1.00	4,507
118	Senior Services	-	-
119	Convention Center	-	-
120	Clean Water Program	-	-
121	ARPA	-	-
122	Conservation Futures	-	-
123	Medic I Services	-	-
124	Crime Victims Services	-	-
125	Communication System	-	-
127	Water Quality	-	-
128	Planning and Development	4.25	19,154

130 BRYSON RD SUB-FLOOD CNTRL ZONE	-	-
131 SEDRO WOOLLEY FLD CONTROL MAIN	-	-
132 BRITT SLOUGH FLOOD CONTROL	-	-
133 Sedro-Woolley SUB-FLOOD CNTRL ZONE	-	-
134 MT VERNON SO SFCZ MAINTENANCE	-	-
135 DUNBAR SFCZ MAINTENANCE	-	-
137 BLANCHARD SUB FLOOD CONTROL MT	-	-
139 HANSEN CREEK SUB FLOOD CONTROL	-	-
140 WARNER PRAIRIE SUB-FLOOD	-	-
141 LAKE MANAGEMENT DISTRICT NO. 1	0.50	2,253
142 LAKE MANAGEMENT DISTRICT NO. 2	-	-
143 LAKE MANAGEMENT DISTRICT NO. 3	-	-
144 LAKE MANAGEMENT DISTRICT NO. 4	-	-
150 Edison Clean Water District	-	-
160 Drug Enforcement Reserves	-	-
161 Boating Safety	-	-
162 Low-Income Housing	-	-
163 TITLE III PROJECTS FUND	-	-
165 Homeless Housing and Assistance	0.75	3,380
166 Housing Revolving Loans	-	-
170 Interlocal Investigation Reserves	-	-
201 Debt Service	-	-
340 FACILITY IMPROVEMENT FUND	-	-
341 Add Svcs provided to External Orgs:	-	-
342 DISTRESSED COUNTY PUBLIC FACIL	-	-
352 PARK IMPROVEMENT FUND	-	-
357 Capital Lease	-	-
401 Solid Waste Utility	-	-
402 Drainage Utility	-	-
403 Jail Fund	-	-
	<hr/>	<hr/>
Total Operating Department Base Item Count	13.50	60,844
Internal Service Funds:		
501 Equipment Rental Fund	-	-
503 Insurance Service	-	-
504 Information Services	-	-
504 GIS / Mapping Services	-	-
504 Records Management	-	-
505 Unemployment Compensation	-	-
	<hr/>	<hr/>
Add Services provided to External Organizations:	40.00	180,277
Total Count to use in Allocating Central Services		
Costs based on Items	<u>53.50</u>	<u>\$ 241,121</u>

Assessor Fund-Department included in this Central Service Cost Allocation Base

	Tax Levy
Salaries	\$ 1,382,777
Benefits	704,579
Supplies	3,926
Services	19,758
Other	13,824
Intergovernmental	17,039
Capital	
Total Direct Costs	<u>2,141,903</u>
Adjustments:	
Less: Unallowable costs- Elected Official Salaries	(157,301)
Add: Use Allowance	-
Subtotal Adjustments	<u>(157,301)</u>
Total Allowable, Allocable Costs	<u>\$ 1,984,602</u>

Fund No.	Fund Name	Tax Levy	Allocation
Operating Departments			
001	General Fund	\$ 28,288,083	\$ 219,092
101	Health Department	-	-
102	Special Paths	-	-
104	Tourism Promotion	-	-
105	Emergency Management	-	-
106	Fairgrounds	-	-
107	Veterans Relief	284,109	2,200
108	Law Library	-	-
110	River Improvement	-	-
111	Treasurer O&M	-	-
112	Centennial Document Preservation	-	-
113	Elections Services	-	-
114	Parks & Recreation	-	-
115	Substance Abuse Services	-	-
116	Mental Health-Developmental Disability	397,438	3,078
117	County Roads	16,659,429	129,028
118	Senior Services	-	-
119	Convention Center	-	-
120	Clean Water Program	1,738,127	13,462
121	ARPA	-	-
122	Conservation Futures	979,403	7,586
123	Medic I Services	9,297,433	72,009
124	Crime Victims Services	-	-
125	Communication System	-	-

127 Water Quality	-	-
128 Planning and Development	-	-
141 LAKE MANAGEMENT DISTRICT NO. 1	59,188	458
142 LAKE MANAGEMENT DISTRICT NO. 2	14,620	113
143 LAKE MANAGEMENT DISTRICT NO. 3	55,004	426
144 LAKE MANAGEMENT DISTRICT NO. 4	20,865	162
150 Edison Clean Water District	103,440	801
160 Drug Enforcement Reserves	-	-
161 Boating Safety	-	-
162 Low-Income Housing	-	-
163 TITLE III PROJECTS FUND	-	-
165 Homeless Housing and Assistance	-	-
166 Housing Revolving Loans	-	-
170 Interlocal Investigation Reserves	-	-
201 Debt Service	-	-
340 FACILITY IMPROVEMENT FUND	-	-
341 Add Svcs provided to External Orgs:	-	-
342 DISTRESSED COUNTY PUBLIC FACIL	-	-
352 PARK IMPROVEMENT FUND	-	-
357 Capital Lease	-	-
401 Solid Waste Utility	-	-
402 Drainage Utility	-	-
403 Jail Fund	-	-

Total Operating Department Base Item Count	57,897,139	448,415
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Internal Service Funds:

501 Equipment Rental Fund	-	-
503 Insurance Service	-	-
504 Information Services	-	-
504 GIS / Mapping Services	-	-
504 Records Management	-	-
505 Unemployment Compensation	-	-

Add Services provided to External Organizations:	198,344,816	1,536,187
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Total Count to use in Allocating Central Services

Costs based on Items	<u>\$ 256,241,955</u>	<u>\$ 1,984,602</u>
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Treasurer Fund-Department included in this Central Service Cost Allocation Base

	Tax Levy
Salaries	\$ 654,647
Benefits	325,667
Supplies	6,496
Services	76,627
Other	13,106
Other - Treasurer O&M	4,200
Intergovernmental	-
Capital	-
Total Direct Costs	<u>1,080,743</u>
Adjustments:	
Less: Unallowable costs- Elected Official Salaries	(157,118)
Add: Use Allowance	-
Subtotal Adjustments	<u>(157,118)</u>
Total Allowable, Allocable Costs	<u>\$ 923,625</u>

Fund No.	Fund Name	Tax Levy	Allocation
Operating Departments			
001	General Fund	\$ 28,288,083	\$ 101,291
101	Health Department	-	-
102	Special Paths	-	-
104		-	-
105	Emergency Management	-	-
106	Fairgrounds	-	-
107	Veterans Relief	284,109	1,017
108	Law Library	-	-
110	River Improvement	-	-
111		-	-
112	Centennial Document Preservation	-	-
113	Elections Services	-	-
114	Parks & Recreation	-	-
115	Substance Abuse Services	-	-
116	Mental Health-Developmental Disability	397,438	1,423
117	County Roads	16,659,429	59,652
118	Senior Services	-	-
119	Convention Center	-	-
120	Clean Water Program	1,738,127	6,224
121	ARPA	-	-
122	Conservation Futures	979,403	3,507
123	Medic I Services	9,297,433	33,291
124	Crime Victims Services	-	-

125 Communication System	-	-
127 Water Quality	-	-
128 Planning and Development	-	-
141 LAKE MANAGEMENT DISTRICT NO. 1	59,188	212
142 LAKE MANAGEMENT DISTRICT NO. 2	14,620	52
143 LAKE MANAGEMENT DISTRICT NO. 3	55,004	197
144 LAKE MANAGEMENT DISTRICT NO. 4	20,865	75
150 Edison Clean Water District	103,440	370
160 Drug Enforcement Reserves	-	-
161 Boating Safety	-	-
162 Low-Income Housing	-	-
163 TITLE III PROJECTS FUND	-	-
165 Homeless Housing and Assistance	-	-
166 Housing Revolving Loans	-	-
170 Interlocal Investigation Reserves	-	-
201 Debt Service	-	-
340 FACILITY IMPROVEMENT FUND	-	-
341 Add Svcs provided to External Orgs:	-	-
342 DISTRESSED COUNTY PUBLIC FACIL	-	-
352 PARK IMPROVEMENT FUND	-	-
357 Capital Lease	-	-
401 Solid Waste Utility	-	-
402 Drainage Utility	1,703,368	6,099
403 Jail Fund	-	-
	<hr/>	<hr/>
Total Operating Department Base Item Count	59,600,507	213,412
Internal Service Funds:		
501 Equipment Rental Fund	-	-
503 Insurance Service	-	-
504 Information Services	-	-
504 GIS / Mapping Services	-	-
504 Records Management	-	-
505 Unemployment Compensation	-	-
Add Services provided to External Organizations:	<u>198,344,816</u>	<u>710,213</u>
Total Count to use in Allocating Central Services		
Costs based on Items	<u>\$ 257,945,323</u>	<u>\$ 923,625</u>

**County Auditor Fund-Department-Division included in this
Allocation Base**

Average FTE & Accounts Payable

Salaries	\$ 462,732
Benefits	233,515
Supplies	2,363
Services	8,260
Other	-
Intergovernmental	-
Capital	-
Total Direct Costs	<u>706,870</u>
Adjustments:	
Jr. District Billings	<u>(123,558)</u>
Subtotal Adjustments	<u>(123,558)</u>
Total Allowable, Allocable Costs	<u>\$ 583,312</u>

Fund No.	Fund Name	FTEs	FTE %	Accounts Payable Count	Accounts Payable %	Average	Allocation
Operating Departments							
001	General Fund	263.80	43.5385%	7,779	26.1321%	34.8353%	\$ 203,199
101	Health Department	41.30	6.8163%	2,028	6.8127%	6.8145%	39,750
102	Special Paths	0.90	0.1485%	126	0.4233%	0.2859%	1,668
104	Tourism Promotion	-	0.0000%	11	0.0370%	0.0185%	108
105	Emergency Management	3.50	0.5777%	64	0.2150%	0.3963%	2,312
106	Fairgrounds	1.40	0.2311%	481	1.6158%	0.9234%	5,387
107	Veterans Relief	0.60	0.0990%	34	0.1142%	0.1066%	622
108	Law Library	0.50	0.0825%	77	0.2587%	0.1706%	995
110	River Improvement	-	0.0000%	-	0.0000%	0.0000%	-
111	Treasurer O&M	-	0.0000%	51	0.1713%	0.0857%	500
112	Centennial Document Preservation	0.80	0.1320%	12	0.0403%	0.0862%	503
113	Elections Services	2.90	0.4786%	52	0.1747%	0.3267%	1,905
114	Parks & Recreation	9.00	1.4854%	3,390	11.3881%	6.4367%	37,546
115	Substance Abuse Services	0.60	0.0990%	65	0.2184%	0.1587%	926
116	Mental Health-Developmental Disability	8.60	1.4194%	476	1.5990%	1.5092%	8,803
117	County Roads	77.60	12.8074%	3,105	10.4307%	11.6190%	67,775
118	Senior Services	14.10	2.3271%	1,609	5.4051%	3.8661%	22,552
119	Convention Center	-	0.0000%	47	0.1579%	0.0789%	460
120	Clean Water Program	5.20	0.8582%	299	1.0044%	0.9313%	5,433
121	ARPA	8.60	1.4194%	141	0.4737%	0.9465%	5,521
122	Conservation Futures	0.90	0.1485%	60	0.2016%	0.1750%	1,021
123	Medic I Services	3.30	0.5446%	554	1.8611%	1.2029%	7,016
124	Crime Victims Services	0.50	0.0825%	-	0.0000%	0.0413%	241
125	Communication System	-	0.0000%	10	0.0336%	0.0168%	98
127	Water Quality	-	0.0000%	-	0.0000%	0.0000%	-
128	Planning and Development	29.00	4.7863%	386	1.2967%	3.0415%	17,741
141	LAKE MANAGEMENT DISTRICT NO. 1	0.20	0.0330%	4	0.0134%	0.0232%	135
142	LAKE MANAGEMENT DISTRICT NO. 2	-	0.0000%	3	0.0101%	0.0050%	29
143	LAKE MANAGEMENT DISTRICT NO. 3	0.10	0.0165%	1	0.0034%	0.0099%	58
144	LAKE MANAGEMENT DISTRICT NO. 4	-	0.0000%	2	0.0067%	0.0034%	20
150	Edison Clean Water District	-	0.0000%	111	0.3729%	0.1864%	1,088
160	Drug Enforcement Reserves	-	0.0000%	4	0.0134%	0.0067%	39
161	Boating Safety	0.10	0.0165%	51	0.1713%	0.0939%	548
162	Low-Income Housing	-	0.0000%	18	0.0605%	0.0302%	176
163	TITLE III PROJECTS FUND	-	0.0000%	8	0.0269%	0.0134%	78
165	Homeless Housing and Assistance	3.00	0.4951%	379	1.2732%	0.8842%	5,157
166	Housing Revolving loans	-	0.0000%	2	0.0067%	0.0034%	20
170	Interlocal Investigation Reserves	0.70	0.1155%	311	1.0447%	0.5801%	3,384
201	Debt Service	-	0.0000%	22	0.0739%	0.0370%	216
340	FACILITY IMPROVEMENT FUND	1.00	0.1650%	115	0.3863%	0.2757%	1,608
341	REET Fund	-	0.0000%	2	0.0067%	0.0034%	20

342 DISTRESSED COUNTY PUBLIC FACIL	-	0.0000%	26	0.0873%	0.0437%	255
352 PARK IMPROVEMENT FUND	0.10	0.0165%	190	0.6383%	0.3274%	1,910
357 Capital Lease	-	0.0000%	10	0.0336%	0.0168%	98
401 Solid Waste Utility	18.50	3.0533%	916	3.0771%	3.0652%	17,880
402 Drainage Utility	6.00	0.9903%	459	1.5419%	1.2661%	7,385
403 Jail Fund	59.30	9.7871%	1,427	4.7937%	7.2904%	42,526
				0.0000%		-
Total Operating Department Base Item Count	562.10	92.7711%	24,918	83.7073%	88.2392%	514,710
						-
Internal Service Funds:						
501 Equipment Rental Fund	8.30	0.0137	2,686	9.0231%	5.1965%	30,312
503 Insurance Service	2.20	0.0036	466	1.5654%	0.9643%	5,625
504 Information Services	17.40	0.0287	1,567	5.2640%	4.0679%	23,729
504 GIS / Mapping Services	12.00	0.0198	9	0.0302%	1.0054%	5,864
504 Records Management	3.00	0.0050	117	0.3930%	0.4441%	2,590
505 Unemployment Compensation	0.90	0.0015	5	0.0168%	0.0827%	482
						-
Add Services provided to External Organizations:	-	-				
						-
Total Count to use in Allocating Central Services Costs based on Items	605.90	100.0000%	29,768	100.0000%	100.0000%	\$ 583,312

**Financial-General Administrative Services Fund-Department-Division
Allocation Base**

	MTDC
Salaries	\$ 506,379
Benefits	195,805
Supplies	538
Services	37,978
Other	-
Intergovernmental	-
Capital	-
Total Direct Costs	<u>740,700</u>
Adjustments:	
Less: Unallowable costs	-
Add: Use Allowance	-
Subtotal Adjustments	<u>-</u>
Total Allowable, Allocable Costs	<u>\$ 740,700</u>

Fund No.	Fund Name	MTDC	Allocation
Operating Departments			
001	General Fund	\$ 38,867,170	\$ 159,847
101	Health Department	4,277,384	17,591
102	Special Paths	186,828	768
104	Tourism Promotion	346,676	1,426
105	Emergency Management	672,540	2,766
106	Fairgrounds	555,640	2,285
107	Veterans Relief	298,894	1,229
108	Law Library	106,725	439
110	River Improvement	-	-
111	Treasurer O&M	25,069	103
112	Centennial Document Preservation	109,532	450
113	Elections Services	961,938	3,956
114	Parks & Recreation	1,909,297	7,852
115	Substance Abuse Services	309,256	1,272
116	Mental Health-Developmental Disability	7,463,449	30,694
117	County Roads	19,566,993	80,472
118	Senior Services	2,079,506	8,552
119	Convention Center	379,641	1,561
120	Clean Water Program	1,370,073	5,635
121	ARPA	5,723,370	23,538
122	Conservation Futures	221,271	910
123	Medic I Services	8,633,078	35,505
124	Crime Victims Services	105,452	434
125	Communication System	5,743,710	23,622

127 Water Quality	7,410	30
128 Planning and Development	4,306,704	17,712
141 LAKE MANAGEMENT DISTRICT NO. 1	106,119	436
142 LAKE MANAGEMENT DISTRICT NO. 2	19,115	79
143 LAKE MANAGEMENT DISTRICT NO. 3	54,764	225
144 LAKE MANAGEMENT DISTRICT NO. 4	25,881	106
150 Edison Clean Water District	79,836	328
160 Drug Enforcement Reserves	5,000	21
161 Boating Safety	23,480	97
162 Low-Income Housing	36,182	149
163 TITLE III PROJECTS FUND	20,085	83
165 Homeless Housing and Assistance	4,928,511	20,269
166 Housing Revolving Loan	82,156	338
170 Interlocal Investigation Reserves	166,410	684
201 Debt Service	1,940,190	7,979
340 FACILITY IMPROVEMENT FUND	(122,689)	(505)
341 Add Svcs provided to External Orgs:	171,002	703
342 DISTRESSED COUNTY PUBLIC FACIL	2,899,010	11,923
352 PARK IMPROVEMENT FUND	563,403	2,317
357 Capital Lease	49,930	205
401 Solid Waste Utility	13,788,287	56,706
402 Drainage Utility	2,031,746	8,356
403 Jail Fund	16,727,987	68,796
	<hr/>	<hr/>
Total Operating Department Base Item Count	147,824,011	607,947
Internal Service Funds:		
501 Equipment Rental Fund	6,757,052	27,789
503 Insurance Service	16,878,366	69,415
504 Information Services	6,049,791	24,881
504 GIS / Mapping Services	1,371,218	5,639
504 Records Management	660,516	2,716
505 Unemployment Compensation	562,237	2,312
Add Services provided to External Organizations:	<hr/>	<hr/>
	-	-
Total Count to use in Allocating Central Services Costs based on Items	<hr/>	<hr/>
	\$ 180,103,191	\$ 740,700

Human Resources Fund-Department-Division included in this Allocation Base

	FTE
Salaries	\$ 329,904
Benefits	157,697
Supplies	8,698
Services	188,190
Other	-
Intergovernmental	-
Capital	-
Total Direct Costs	<u>684,489</u>
Adjustments:	
Less: Recovered costs	-
Add: Use Allowance	-
Subtotal Adjustments	<u>-</u>
Total Allowable, Allocable Costs	<u>\$ 684,489</u>

Fund No.	Fund Name	FTEs	Allocation
Operating Departments			
001	General Fund	263.80	\$ 298,017
101	Health Department	41.30	46,657
102	Special Paths	0.90	1,017
104	Tourism Promotion	-	-
105	Emergency Management	3.50	3,954
106	Fairgrounds	1.40	1,582
107	Veterans Relief	0.60	678
108	Law Library	0.50	565
110	River Improvement	-	-
111	Treasurer O&M	-	-
112	Centennial Document Preservation	0.80	904
113	Elections Services	2.90	3,276
114	Parks & Recreation	9.00	10,167
115	Substance Abuse Services	0.60	678
116	Mental Health-Developmental Disability	8.60	9,715
117	County Roads	77.60	87,665
118	Senior Services	14.10	15,929
119	Convention Center	-	-
120	Clean Water Program	5.20	5,874
121	ARPA	8.60	9,715
122	Conservation Futures	0.90	1,017
123	Medic I Services	3.30	3,728
124	Crime Victims Services	0.50	565
125	Communication System	-	-
127	Water Quality	-	-

128 Planning and Development	29.00	32,761
130 BRYSON RD SUB-FLOOD CNTRL ZONE	-	-
131 SEDRO WOOLLEY FLD CONTROL MAIN	-	-
132 BRITT SLOUGH FLOOD CONTROL	-	-
133 Sedro-Woolley SUB-FLOOD CNTRL ZONE	-	-
134 MI VERNON SO SFCZ MAINTENANCE	-	-
135 DUNBAR SFCZ MAINTENANCE	-	-
137 BLANCHARD SUB FLOOD CONTROL MT	-	-
139 HANSEN CREEK SUB FLOOD CONTROL	-	-
140 WARNER PRAIRIE SUB-FLOOD	-	-
141 LAKE MANAGEMENT DISTRICT NO. 1	0.20	226
142 LAKE MANAGEMENT DISTRICT NO. 2	-	-
143 LAKE MANAGEMENT DISTRICT NO. 3	0.10	113
144 LAKE MANAGEMENT DISTRICT NO. 4	-	-
150 Edison Clean Water District	-	-
160 Drug Enforcement Reserves	-	-
161 Boating Safety	0.10	113
162 Low-Income Housing	-	-
163 TITLE III PROJECTS FUND	-	-
165 Homeless Housing and Assistance	3.00	3,389
166 Housing Revolving Loan	-	-
170 Interlocal Investigation Reserves	0.70	791
201 Debt Service	-	-
340 FACILITY IMPROVEMENT FUND	1.00	1,130
341 Add Svcs provided to External Orgs:	-	-
342 DISTRESSED COUNTY PUBLIC FACIL	-	-
352 PARK IMPROVEMENT FUND	0.10	113
357 Capital Lease	-	-
401 Solid Waste Utility	18.50	20,900
402 Drainage Utility	6.00	6,778
403 Jail Fund	59.30	66,992
Total Operating Department Base Item Count	562.10	635,008
Internal Service Funds:		
501 Equipment Rental Fund	8.30	9,377
503 Insurance Service	2.20	2,485
504 Information Services	17.40	19,657
504 GIS / Mapping Services	12.00	13,556
504 Records Management	3.00	3,389
505 Unemployment Compensation	0.90	1,017
Add Services provided to External Organizations:	-	-
Total Count to use in Allocating Central Services Costs based on Items	605.90	\$ 684,489

**Legal Fund-Department included in this Central Service Cost Pool-
Allocation Base**

	Direct Charge
Salaries	\$ 707,600
Benefits	236,690
Supplies	-
Services	-
Other	-
Intergovernmental	-
Capital	-
Total Direct Costs	<u>944,290</u>
Adjustments:	
Less: Unallowable costs	-
Add: Use Allowance	-
Subtotal Adjustments	<u>-</u>
Total Allowable, Allocable Costs	<u><u>\$ 944,290</u></u>

Fund No.	Fund Name	Direct Charge	Allocation
Operating Departments			
001	General Fund	45.70%	\$ 431,541
101	Health Department	1.69%	\$ 15,959
102	Special Paths	0.00%	\$ -
104	Tourism Promotion	0.00%	\$ -
105	Emergency Management	1.00%	\$ 9,443
106	Fairgrounds	0.00%	\$ -
107	Veterans Relief	0.00%	\$ -
108	Law Library	0.00%	\$ -
110	River Improvement	0.00%	\$ -
111	Treasurer O&M	0.00%	\$ -
112	Centennial Document Preservation	0.00%	\$ -
113	Elections Services	0.83%	\$ 7,838
114	Parks & Recreation	1.67%	\$ 15,770
115	Substance Abuse Services	0.24%	\$ 2,266
116	Mental Health-Developmental Disability	2.02%	\$ 19,075
117	County Roads	4.17%	\$ 39,377
118	Senior Services	0.68%	\$ 6,421
119	Convention Center	0.00%	\$ -
120	Clean Water Program	2.50%	\$ 23,607
121	ARPA	0.00%	\$ -
122	Conservation Futures	2.50%	\$ 23,607
123	Medic I Services	0.00%	\$ -
124	Crime Victims Services	0.00%	\$ -
125	Communication System	0.00%	\$ -
127	Water Quality	0.00%	\$ -
128	Planning and Development	19.61%	\$ 185,175

141 LAKE MANAGEMENT DISTRICT NO. 1	0.00%	\$	-
142 LAKE MANAGEMENT DISTRICT NO. 2	0.00%	\$	-
143 LAKE MANAGEMENT DISTRICT NO. 3	0.00%	\$	-
144 LAKE MANAGEMENT DISTRICT NO. 4	0.00%	\$	-
150 Edison Clean Water District	0.00%	\$	-
160 Drug Enforcement Reserves	0.00%	\$	-
161 Boating Safety	0.00%	\$	-
162 Low-Income Housing	0.06%	\$	567
163 TITLE III PROJECTS FUND	0.00%	\$	-
165 Homeless Housing and Assistance	4.59%	\$	43,343
166 Housing Revolving Loans	0.00%	\$	-
170 Interlocal Investigation Reserves	0.00%	\$	-
201 Debt Service	0.00%	\$	-
340 FACILITY IMPROVEMENT FUND	0.00%	\$	-
341 Add Svcs provided to External Orgs:	0.00%	\$	-
342 DISTRESSED COUNTY PUBLIC FACIL	0.00%	\$	-
352 PARK IMPROVEMENT FUND	0.00%	\$	-
357 Capital Lease	0.00%	\$	-
401 Solid Waste Utility	2.50%	\$	23,607
402 Drainage Utility	2.50%	\$	23,607
403 Jail Fund	3.33%	\$	31,445
Total Operating Department Base Item Count	95.59%		902,647
Internal Service Funds:			
501 Equipment Rental Fund	0.00%	\$	-
503 Insurance Service	0.00%	\$	-
504 Information Services	2.21%	\$	20,869
504 GIS / Mapping Services	2.21%	\$	20,869
504 Records Management	0.00%	\$	-
Fund 504 Combined		\$	-
505 Unemployment Compensation	0.00%	\$	-
Add Services provided to External Organizations:			-
Total Count to use in Allocating Central Services Costs based on Items	100%	\$	944,384

General Maintenance Fund-Department included in this Central Service

Allocation Base	Square Footage
Salaries	\$ 949,997
Benefits	523,382
Supplies	218,821
Services	1,212,084
Other	-
Intergovernmental	1,114
Capital	<u>1,052,384</u>
Total Direct Costs	<u>3,957,782</u>
Adjustments:	
Less: Unallowable costs	-
Capital	-
Cost Recovery from External Organizations	(11,809)
Interest	-
Add: Use Allowance	-
Subtotal Adjustments	<u>(11,809)</u>
Total Allowable, Allocable Costs	<u>\$ 3,945,973</u>

Fund No.	Fund Name	Square Footage	Allocation
Operating Departments			
001	General Fund	113,228	\$ 2,391,732
101	Health Department	17,119	361,607
102	Special Paths	-	-
104	Tourism Promotion	-	-
105	Emergency Management	1,344	28,390
106	Fairgrounds	-	-
107	Veterans Relief	-	-
108	Law Library	1,211	25,580
110	River Improvement	-	-
111	Treasurer O&M	-	-
112	Centennial Document Preservation	-	-
113	Elections Services	1,586	33,501
114	Parks & Recreation	2,525	53,336
115	Substance Abuse Services	249	5,260
116	Mental Health-Developmental Disability	3,565	75,304
117	County Roads	16,102	340,125
118	Senior Services	5,845	123,465
119	Convention Center	-	-
120	Clean Water Program	-	-
121	ARPA	-	-
122	Conservation Futures	-	-
123	Medic I Services	1,824	38,529

124 Crime Victims Services	-	-
125 Communication System	-	-
127 Water Quality	-	-
128 Planning and Development	11,291	238,501
130 BRYSON RD SUB-FLOOD CNTRL ZONE	-	-
131 SEDRO WOOLLEY FLD CONTROL MAIN	-	-
132 BRITT SLOUGH FLOOD CONTROL	-	-
133 Sedro-Woolley SUB-FLOOD CNTRL ZONE	-	-
134 MT VERNON SO SFCZ MAINTENANCE	-	-
135 DUNBAR SFCZ MAINTENANCE	-	-
137 BLANCHARD SUB FLOOD CONTROL MT	-	-
139 HANSEN CREEK SUB FLOOD CONTROL	-	-
140 Total Operating Dept Base Item Count	-	-
141 LAKE MANAGEMENT DISTRICT NO. 1	-	-
142 LAKE MANAGEMENT DISTRICT NO. 2	-	-
143 LAKE MANAGEMENT DISTRICT NO. 3	-	-
144 LAKE MANAGEMENT DISTRICT NO. 4	-	-
150 Edison Clean Water District	-	-
160 Drug Enforcement Reserves	-	-
161 Boating Safety	-	-
162 Low-Income Housing	-	-
163 TITLE III PROJECTS FUND	-	-
165 Homeless Housing and Assistance	1,244	26,277
166 Housing Revolving Loans	-	-
170 Add Svcs provided to External Orgs:	-	-
201 Debt Service	-	-
340 FACILITY IMPROVEMENT FUND	-	-
341 CAPITAL IMPROVEMENTS	-	-
342 DISTRESSED COUNTY PUBLIC FACIL	-	-
352 PARK IMPROVEMENT FUND	-	-
357 Capital Lease	-	-
401 Solid Waste Utility	2,750	58,089
402 Drainage Utility	-	-
403 Jail	-	-
<hr/>		
Total Operating Department Base Item Count	179,883	3,799,695
Internal Service Funds:		
501 Equipment Rental Fund	1,200	25,348
503 Insurance Service	-	-
504 information Services	2,975	62,841
504 GIS / Mapping Services	1,750	36,966
504 Records Management	1,000	21,123
505 Unemployment Compensation	-	-
Add Services provided to External Organizations:	-	-
<hr/>		
Total Count to use in Allocating Central Services Costs based on Items	186,808	\$ 3,945,973
<hr/>		

Non-Departmental Fund-Department-Division included in this Central Allocation Base

	<u>MTDC</u>
Salaries	\$ -
Benefits	69,746
Supplies	129
Services	847,238
Other	-
Intergovernmental	-
Capital	-
Debt Service: Principal	-
Interfund Payments for Service	7,288,616
Total Direct Costs	<u>8,205,729</u>
Adjustments:	
Less: Unallowable costs	-
Project 93 - Pass Thru EPA Grant	-
Leoff 1 Medical	(68,410)
Ruckelshaus - Ryan Walters	-
Port of Skagit Grant	-
CVAA Director	-
River Oaks - Franchise Fee	-
Food Dist Ctr - Paul Schissler	-
USDA - Starling Control	(12,106)
SCCAA - Pass Thru & Direct Service	(201,724)
Lourdes Young - Interpretation/Jail	-
Advertis, Dependency Hrngs, Farmworker housing, etc	-
Miscellaneous Direct Service	-
Transfers	-
Year End Adjustments	-
NW Regional Council, NW Learn	-
NWCAA NW Clean Air Agency	-
SCOG Local Matching Funds	-
NW Clean Air Agency	-
Library Support	-
Dike and Drain	(27,924)
Central Services Billings, Insur Cost Allocation	(7,243,719)
Add: Use Allowance	-
Subtotal Adjustments	<u>(7,553,883)</u>
Total Allowable, Allocable Costs	<u>\$ 651,846</u>

Fund No.	Fund Name	MTDC	Allocation
Operating Departments			
001	General Fund	\$ 38,867,170	\$ 140,672
101	Health Department	4,277,384	15,481
102	Special Paths	186,828	676
104	Tourism Promotion	346,676	1,255
105	Emergency Management	672,540	2,434
106	Fairgrounds	555,640	2,011
107	Veterans Relief	298,894	1,082
108	Law Library	106,725	386
110	River Improvement	-	-
111	Treasurer O&M	25,069	91
112	Centennial Document Preservation	109,532	396
113	Elections Services	961,938	3,482
114	Parks & Recreation	1,909,297	6,910
115	Substance Abuse Services	309,256	1,119
116	Total Operating Dept Base Item Count	7,463,449	27,012
117	County Roads	19,566,993	70,819
118	Senior Services	2,079,506	7,526
119	Convention Center	379,641	1,374
120	Clean Water Program	1,370,073	4,959
121	ARPA	5,723,370	20,715
122	Conservation Futures	221,271	801
123	Medic I Services	8,633,078	31,246
124	Crime Victims Services	105,452	382
125	Communication System	5,743,710	20,788
127	Water Quality	7,410	27
128	Planning and Development	4,306,704	15,587
141	LAKE MANAGEMENT DISTRICT NO. 1	106,119	384
142	LAKE MANAGEMENT DISTRICT NO. 2	19,115	69
143	LAKE MANAGEMENT DISTRICT NO. 3	54,764	198
144	LAKE MANAGEMENT DISTRICT NO. 4	25,881	94
150	Edison Clean Water District	79,836	289
160	Drug Enforcement Reserves	5,000	18
161	Boating Safety	23,480	85
162	Low-Income Housing	36,182	131
163	TITLE III PROJECTS FUND	20,085	73
165	Homeless Housing and Assistance	4,928,511	17,838
166	Housing Revolving loans	82,156	297
170	Interlocal Investigation Reserves	166,410	602
201	Debt Service	1,940,190	7,022
340	FACILITY IMPROVEMENT FUND	(122,689)	(444)
341	CAPITAL IMPROVEMENTS	171,002	619
342	DISTRESSED COUNTY PUBLIC FACIL	2,899,010	10,492
352	PARK IMPROVEMENT FUND	563,403	2,039
357	Capital Lease	49,930	181

401 Solid Waste Utility	13,788,287	49,904
402 Drainage Utility	2,031,746	7,353
403 Jail Fund	16,727,987	60,543
	<hr/>	<hr/>
Total Operating Department Base Item Count	147,824,011	535,018
 Internal Service Funds:		
501 Equipment Rental Fund	6,757,052	24,456
503 Insurance Service	16,878,366	61,088
504 Information Services	6,049,791	21,896
504 GIS / Mapping Services	1,371,218	4,963
504 Records Management	660,516	2,391
505 Unemployment Compensation	562,237	2,035
 Add Services provided to External Organizations:	 -	 -
	<hr/>	<hr/>
Total Count to use in Allocating Central Services Costs based on Items	\$ 180,103,191	\$ 651,846
	<hr/> <hr/>	<hr/> <hr/>

Appendix C: Financial Information for Internal Service Funds

SKAGIT COUNTY, WASHINGTON
Statement of Net Position
Internal Service Funds
December 31, 2022

	Business-Type Activities-Enterprise Funds				Governmental Activities
	501 Equip Rent & Revolve	503 Insurance Services	504 Central Services	505 Unemploy Comp	Internal Services
ASSETS					
<u>Current Assets</u>					
Cash and Cash Equivalents	\$ 6,556,824	\$ 6,313,287	\$ 5,546,412	\$ 1,328,126	\$ 19,744,649
Restricted cash	-	3,280,605	-	-	3,280,605
Accounts Receivable	3,005	-	65,513	-	68,518
Lease Receivable	107,797	-	-	-	107,797
Due from Other Funds	-	-	-	-	-
Due from Other Governments	-	-	-	-	-
Inventories and Prepayments	5,125,128	-	-	-	5,125,128
Total Current Assets	<u>11,792,754</u>	<u>9,593,892</u>	<u>5,611,925</u>	<u>1,328,126</u>	<u>28,326,697</u>
<u>Non-Current Assets</u>					
Capital Assets					
Land	-	-	-	-	-
Buildings	180,888	-	-	-	180,888
Improvements	-	-	-	-	-
Machinery and Equipment	26,120,395	-	3,137,212	-	29,257,607
Less Accumulated Depreciation	(14,742,604)	-	(2,507,945)	-	(17,250,549)
Leased Assets	57,013	-	-	-	57,013
Construction in Progress	-	-	-	-	-
Net Pension Asset	175,283	77,465	917,545	-	1,170,293
Total Non-Current Assets	<u>11,790,975</u>	<u>77,465</u>	<u>1,546,812</u>	<u>-</u>	<u>13,415,252</u>
Total Assets	<u>23,583,729</u>	<u>9,671,357</u>	<u>7,158,737</u>	<u>1,328,126</u>	<u>41,741,949</u>
Deferred Outflows of Resources	<u>181,800</u>	<u>80,255</u>	<u>945,378</u>	<u>-</u>	<u>1,207,433</u>
LIABILITIES AND FUND EQUITY					
<u>Current Liabilities</u>					
Accounts/Vouchers Payable	213,375	325,779	259,996	-	799,150
Claims and Judgements Payable	-	2,490,956	-	-	2,490,956
Accrued Wages Payable	17,500	6,833	104,634	317	129,284
Accrued Employee Benefits	5,074	1,609	25,799	-	32,482
Compensated Absences - Short Term	5,724	3,526	36,089	-	45,339
OPEB Liability - Short Term	1,394	380	3,930	-	5,704
Total Current Liabilities	<u>243,067</u>	<u>2,829,083</u>	<u>430,448</u>	<u>317</u>	<u>3,502,915</u>
<u>Non-Current Liabilities</u>					
Compensated Absences	41,015	8,499	252,714	-	302,228
OPEB Liability	20,689	9,084	90,712	-	120,485
Environmental Liability	262,206	-	-	-	262,206
Net Pension Liability	113,225	50,039	592,710	-	755,974
Total Non-Current Liabilities	<u>437,135</u>	<u>67,622</u>	<u>936,136</u>	<u>-</u>	<u>1,440,893</u>
Total Liabilities	<u>680,202</u>	<u>2,896,705</u>	<u>1,366,584</u>	<u>317</u>	<u>4,943,808</u>
Deferred Inflows of Resources	<u>321,624</u>	<u>94,459</u>	<u>1,095,406</u>	<u>-</u>	<u>1,511,489</u>
<u>Net Position</u>					
Net Invested in Capital Assets	11,615,692	-	629,267	-	12,244,959
Restricted	-	3,280,605	-	-	3,280,605
Unrestricted	11,148,011	3,479,843	5,012,858	1,327,809	20,968,521
Total Net Position	<u>\$ 22,763,703</u>	<u>\$ 6,760,448</u>	<u>\$ 5,642,125</u>	<u>\$ 1,327,809</u>	<u>\$ 36,494,085</u>

SKAGIT COUNTY, WASHINGTON
Statement of Revenue, Expenses and Changes in Fund Net Assets
Internal Service Funds
For the Year Ended December 31, 2022

	Business-Type Activities-Enterprise Funds				Governmental Activities
	501 Equip Rent & Revolving	503 Insurance Services	504 Central Services	505 Unemploy Comp	Internal Services
<u>Operating Revenues</u>					
Charges for Service	\$ 6,680,874	\$ 2,677,570	\$ 9,172,536	\$ 604,814	\$ 19,135,794
Other Operating Revenue	664,563	15,934,217	6,228	-	16,605,008
Total Operating Revenue	<u>7,345,437</u>	<u>18,611,787</u>	<u>9,178,764</u>	<u>604,814</u>	<u>35,740,802</u>
<u>Operating Expenditures</u>					
Personal Services	934,100	275,946	4,173,321	522,419	5,905,786
Contractual Services	1,192,384	3,622,840	-	-	4,815,224
Supplies and Expenses	2,439,965	24,781	3,602,509	-	6,067,255
Depreciation	2,190,603	-	305,695	-	2,496,298
Payment to Claimants	-	12,954,799	-	39,818	12,994,617
Total Operating Expenditures	<u>6,757,052</u>	<u>16,878,366</u>	<u>8,081,525</u>	<u>562,237</u>	<u>32,279,180</u>
Operating Income (Loss)	<u>588,385</u>	<u>1,733,421</u>	<u>1,097,239</u>	<u>42,577</u>	<u>3,461,622</u>
<u>Non-Operating Revenue (Expenses)</u>					
Intergovernmental Revenue	-	-	-	-	-
Interest Revenue	38,486	44,058	-	-	82,544
Miscellaneous Revenue	-	-	-	-	-
Gain (Loss) on Disposition of Capital Assets	(3,257)	-	-	-	(3,257)
Interest Expense	-	-	-	-	-
Miscellaneous Expense	-	-	-	-	-
Total Non-Operating Revenue (Expense)	<u>35,229</u>	<u>44,058</u>	<u>-</u>	<u>-</u>	<u>79,287</u>
Income (Loss) before Contributions and Transfers	623,614	1,777,479	1,097,239	42,577	3,540,909
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Change in Net Assets	<u>623,614</u>	<u>1,777,479</u>	<u>1,097,239</u>	<u>42,577</u>	<u>3,540,909</u>
Net Position, January 1	<u>22,140,089</u>	<u>4,982,969</u>	<u>4,544,886</u>	<u>1,285,232</u>	<u>32,953,176</u>
Net Position, December 31	<u>\$ 22,763,703</u>	<u>\$ 6,760,448</u>	<u>\$ 5,642,125</u>	<u>\$ 1,327,809</u>	<u>\$ 36,494,085</u>

Appendix D: Reconciliation of Internal Service Funds' Net Position

Skagit County
Central Service Cost Allocation Plan -Appendix D
For the Year Ended December 31, 2022

All Internal Service Funds	<u>Equipment Rental Fund (501)</u>	<u>Insurance Services Fund (503)</u>	<u>Central Services Fund (504)</u>	<u>Unemployment Compensation Fund (505)</u>	<u>Total Internal Service Funds</u>
RECONCILIATION OF RETAINED EARNINGS BALANCE TO FEDERAL GUIDELINES					
FOR YEAR ENDING December 31, 2022					
Appendix V to 2 CFR Part 200					
NET POSITION BALANCE JANUARY 1, 2022	\$ 22,140,089	\$ 4,982,969	\$ 4,544,886	\$ 1,285,232	\$ 32,953,176
Prior Period Adjustments	-	-	-	-	-
Beginning Balance as restated	<u>22,140,089</u>	<u>4,982,969</u>	<u>4,544,886</u>	<u>1,285,232</u>	<u>32,953,176</u>
Less Invested in Capital Assets, net of related debt	11,615,692	-	629,267	-	12,244,959
Less contributions for replacement of Capital Assets	-	-	-	-	-
Appendix V to 2 CFR Part 200 BALANCE JANUARY 1, 2022	NOTE <u>10,524,397</u>	<u>4,982,969</u>	<u>3,915,619</u>	<u>1,285,232</u>	<u>20,708,217</u>
FY 2022 RETAINED EARNINGS INCREASE (DECREASE) Per Annual Financial Report (AFR)					
TOTAL OPERATING REVENUES	7,345,437	18,611,787	9,178,764	604,814	35,740,802
Interest revenue	38,486	44,058	-	-	82,544
Other	<u>(3,257)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,257)</u>
Total Revenues	<u>7,380,666</u>	<u>18,655,845</u>	<u>9,178,764</u>	<u>604,814</u>	<u>35,820,089</u>
TOTAL OPERATING EXPENSES	6,757,052	16,878,366	8,081,525	562,237	32,279,180
Loss on disposition of capital asset	-	-	-	-	-
Interest expense and fiscal charges	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses	<u>6,757,052</u>	<u>16,878,366</u>	<u>8,081,525</u>	<u>562,237</u>	<u>32,279,180</u>
Less Appendix V Unallowable Costs (None)					
Plus Appendix V Allowable Costs (None)					
2 CFR 200 Allowable Expenditures	<u>6,757,052</u>	<u>16,878,366</u>	<u>8,081,525</u>	<u>562,237</u>	<u>32,279,180</u>
2 CFR 200 R.E. BALANCE December 31, 2022(A)	11,148,011	6,760,448	5,012,858	1,327,809	24,249,126
Allowable Reserve (B)	1,126,175	2,813,061	1,346,921	93,706	5,379,863
Excess Balance (A)-(B)	NOTE <u>10,021,836</u>	<u>3,947,387</u>	<u>3,665,937</u>	<u>1,234,103</u>	<u>18,869,263</u>
2 CFR PART 200 CONTRIBUTED CAPITAL BALANCE					
Appendix V CONTRIBUTED CAPITAL BALANCE JANUARY 1, 2022	11,615,692	-	629,267	-	12,244,959
Plus: Transfers in (e.g., Contrib. Capital)	-	-	-	-	-
Less: Transfers Out (e.g., Payback of Contrib. Capital, Other Users of Fund R.E.)	-	-	-	-	-
Net Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Appendix V CONTRIBUTED CAPITAL BALANCE DECEMBER 31, 2022 ©	<u>11,615,692</u>	<u>-</u>	<u>629,267</u>	<u>-</u>	<u>12,244,959</u>
PART IV RECONCILIATION OF 2 CFR Part 200 R.E., CONTRIBUTED CAPITAL AND ADJUSTMENTS BALANCES TO AFR BALANCE					
RECONCILIATION OF 2 CFR Part 200 R.E., CONTR. CAPITAL & ADJUST. BALANCES TO AFR(A)+(C)+(D)					
	<u>\$ 22,763,703</u>	<u>\$ 6,760,448</u>	<u>\$ 5,642,125</u>	<u>\$ 1,327,809</u>	<u>\$ 36,494,085</u>

NOTE: A significant portion of the Equipment Rental and Revolving Fund Unrestricted Net Assets relates to charges for the replacement of equipment. The amount of accumulated collections for future equipment replacement is not currently available.

Skagit County
Central Service Cost Allocation Plan -Appendix D
For the Year Ended December 31, 2022

All Internal Service Funds

RECONCILIATION OF RETAINED EARNINGS BALANCE TO FEDERAL
GUIDELINES
FOR YEAR ENDING December 31, 2022

Appendix V to 2 CFR Part 200

NET POSITION BALANCE JANUARY 1, 2022

Prior Period Adjustments

Beginning Balance as restated

Less Invested in Capital Assets, net of related debt

Less contributions for replacement of Capital Assets

Appendix V to 2 CFR Part 200 BALANCE JANUARY 1, 2022

FY 2022 RETAINED EARNINGS INCREASE (DECREASE) Per Annual
Financial Report (AFR)

TOTAL OPERATING REVENUES

Interest revenue

Other

Total Revenues

TOTAL OPERATING EXPENSES

Loss on disposition of capital asset

interest expense and fiscal charges

Total Expenses

Less Appendix V Unallowable Costs (None)

Plus Appendix V Allowable Costs (None)

2 CFR 200 Allowable Expenditures

2 CFR 200 R.E. BALANCE December 31, 2022(A)

formula

Allowable Reserve (B)

formula

Excess Balance (A)-(B)

2 CFR PART 200 CONTRIBUTED CAPITAL BALANCE

Appendix V CONTRIBUTED CAPITAL BALANCE JANUARY 1, 2022

Formula

Plus: Transfers in (e.g., Contrib. Capital)

Less: Transfers Out (e.g., Payback of Contrib. Capital, Other Users
of Fund R.E.)

Net Transfers

Appendix V CONTRIBUTED CAPITAL BALANCE DECEMBER 31,
2022 ©

**PART IV RECONCILIATION OF 2 CFR Part 200 R.E., CONTRIBUTED
CAPITAL AND ADJUSTMENTS BALANCES TO AFR BALANCE**
RECONCILIATION OF 2 CFR Part 200 R.E., CONTR. CAPITAL &
ADJUST. BALANCES TO AFR(A)+(C)+(D)

NOTE: A significant portion of the Equipment Rental and Revolving
The amount of accumulated collections for future equipment repl