



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

TUESDAY, July 5, 2016
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Executive Session (15 Minutes) per RCW 42.30.110 (b, c)**
 - a. Potential Real Estate Transaction
4. **Announcements and Committee Reports**
 - a. National Fire Academy Executive Fire Officer Program presentation to Fire Chief Richard Curtis
 - b. Public Works Committee
5. **Public Comment**
6. **Consent Agenda (Action)**
 - a. Minutes of June 27, 2016
 - b. Approval of Claims in the amount of: \$87,316.19
7. **Public Hearings**
8. **Other Business**
 - a. * Resolution 1946 (Version 7): Setting Fire Protection LOS Standard and Budget/Revenue Allocation (Action)
 - b. 2016 Comprehensive Plan Update: Final Review (Discussion)
 - c. * Alton R. Daniels Field - Volunteer Park - Artificial Turf Update (Discussion)
 - d. * Water Rights Seasonal Transfer Application (Discussion/Possible Action)
9. **Adjournment**

Per Resolution 1949, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in, and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact Cherri Kahns at 360-299-1950 at least 48 hours prior to this meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 11, 2016

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

July 11, 2016

Executive Session (2 Hours) per RCW 42.30.110 (b, c) : Potential Real Estate Transaction

July 18, 2016

- Public Hearing: Ordinance 2979/Resolution 1963: Stormwater Utility Monthly User Fee Rate and Code Update (Discussion/Possible Action)
- Ordinance ____: Adopting 2016 Comprehensive Plan
- Solar Grant Update (Discussion/Possible Action)
- Tourism Promotion Planning Committee Strategic Plan Presentation (Discussion/Possible Action)

July 25, 2016

- Medical Marijuana Update (Discussion)
- Washington State Parks Clean Vessel Program Presentation by Al Wolslegel (Discussion)
- Fire Equipment Rental Fund - Non Fueled Equipment Policy (Discussion/Possible Action)
- Finance Update (Discussion)

August 1, 2016

- Update: Hazardous Materials Response and LOS for Anacortes

August 8, 2016

August 15, 2016

August 22, 2016

September 6, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Tuesday, Jul 5, 2016, 5:00 PM, Public Works Director's Office
- Public Safety, Tuesday, Jul 5, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Housing Affordability and Community Services, Thursday, Jul 7, 2016, 1:30 PM, Main Floor Conference Room (Parks Office)
- Planning, Monday, Jul 11, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jul 13, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Personnel, Monday, Jul 18, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Public Works, Monday, Jul 18, 2016, 5:00 PM, Public Works Director's Office
- Tourism Promotion and Strategic Planning, Thursday, Jul 21, 2016, 4:30 PM, Anacortes Public Library
- Planning, Monday, Jul 25, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)



FEMA

June 16, 2016

Laurie Gere, Mayor
City of Anacortes
P.O. Box 547
Anacortes, Washington 98221

Dear Mayor Gere:

Please accept my sincere thanks for your support of Fire Chief Richard Bruce Curtis during his participation in the U.S. Fire Administration's National Fire Academy's (NFA) "Executive Fire Officer Program" (EFOP).

Chief Curtis has now successfully completed the EFOP and the required applied research. On behalf of the NFA, the enclosed EFOP certificate has been forwarded to you for formal presentation to this dedicated member of your department.

I respectfully request that you present the certificate at a formal ceremony, inviting your community's elected officials and members of the local media to attend, along with Chief Curtis's family. This is an ideal opportunity to celebrate the department's commitment to its personnel, and to demonstrate the success of its members.

The Academy appreciates your commitment to this 4-year program and continued support of the NFA.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirby E. Kiefer".

Kirby E. Kiefer, EdD
Acting Superintendent
National Fire Academy
U.S. Fire Administration

Enclosure



City of Anacortes Public Works
"Essential Services for our Community"

Fiber Optic Network



Fiber Based
Municipal Broad
Band System

**Construction estimates
Are being developed.
Recommending using a
combination of
Sewer fund
Water fund
General fund
To fund the project**

CITY OF ANACORTES PUBLIC WORKS DEPARTMENT



First:

Provide a dark fiber Telemetry connection
Waste water pump stations,
Water Reservoirs,
Water pump stations

Second:

Use the public works backbone to serve the rest of
the community with the broadband network.

"NoaNet" potential service provider

Library "Hub"





City of Anacortes Public Works
"Essential Services for our Community"

Telemetry

Phase 1 Telemetry network
Phase 2 Broad band network

Public Works elements

- Sewer pump stations
- Water pump stations
- Water reservoirs
- Water treatment plant

Radio based system

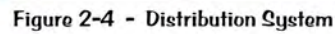
- Line of sight
- FCC license
- Frequency interference



City of Anacortes Public Works
"Essential Services for our Community"

Sewer Pump Stations





No FCC license



City of Anacortes Public Works
"Essential Services for our Community"

Fiber based Broadband Network

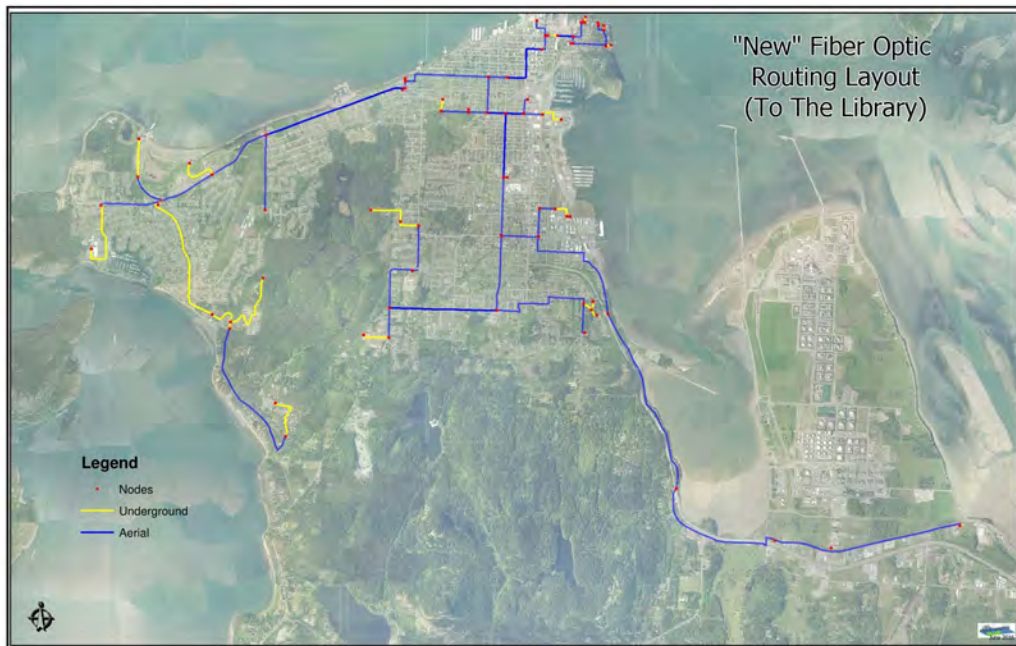
Utilize the telemetry network

Establish a fiber based municipal network

"From dark to lit fiber "



City of Anacortes Public Works
"Essential Services for our Community"





City of Anacortes Public Works
"Essential Services for our Community"

Skagit County Economic Development Grant 2016

4 partners with cooperative applications

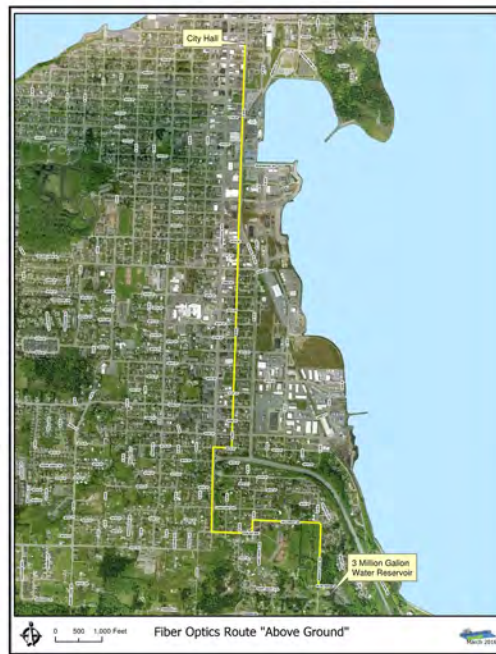
Connect the Water treatment plant to the City network

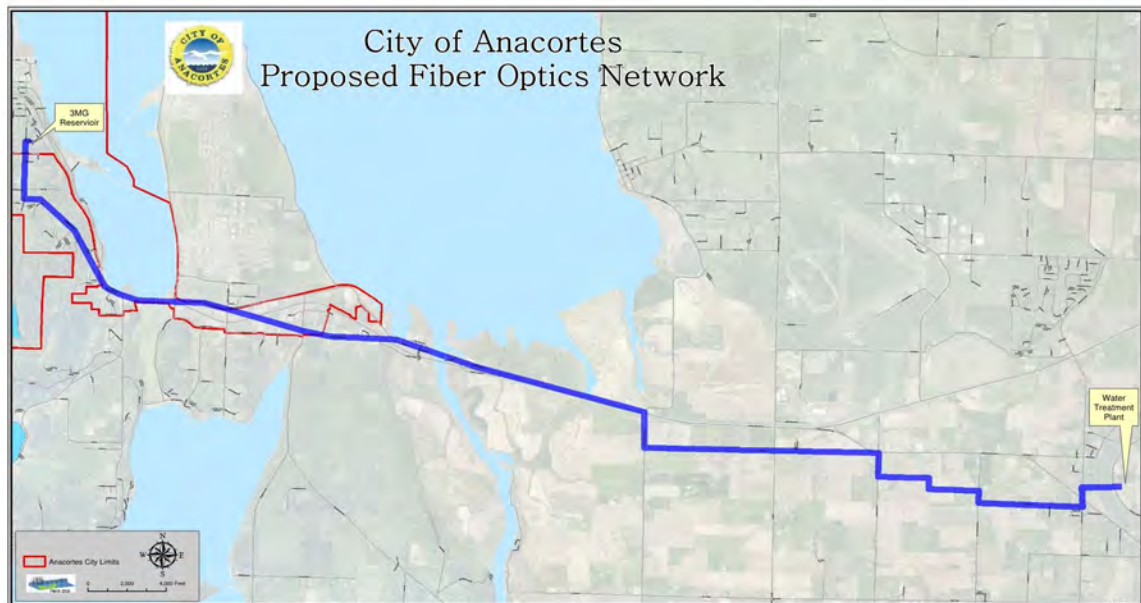
Redundant loop for the MV, Burlington, Port network

Provide a redundant loop for the Eastern Skagit County network



City of Anacortes Public Works
"Essential Services for our Community"





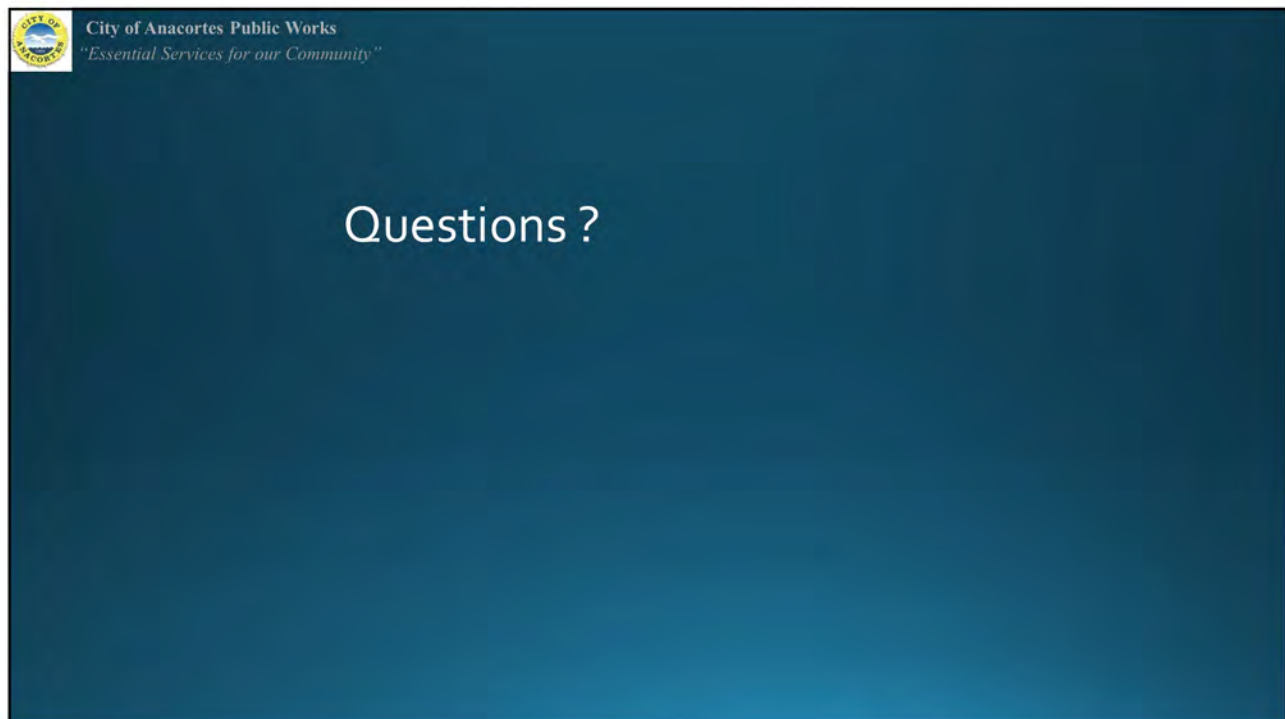
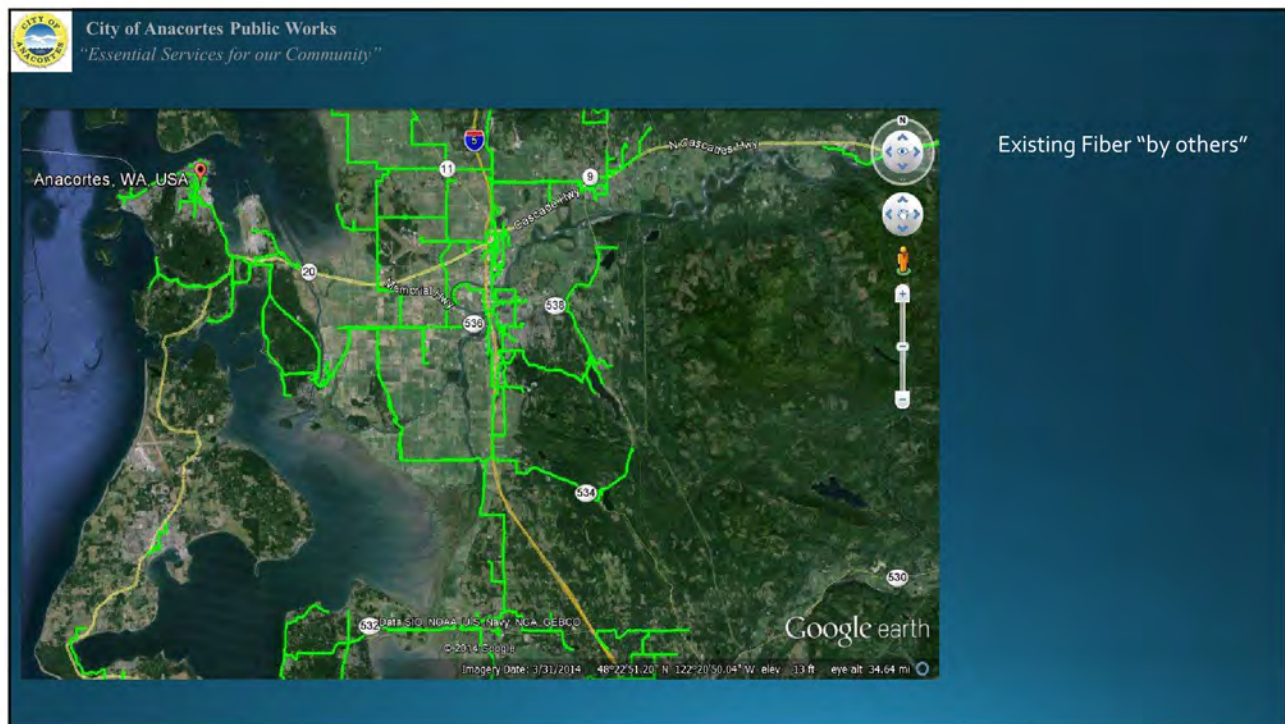
City of MOUNT VERNON

**Proposed Fiber Optic Installation
Port of Skagit to La Conner**

- - - - - Proposed Route - - - - -
 - - - - - Proposed Access Route - - - - -
 - - - - - Access to Proposed Port of La Conner

Map by: J. S. Bostrop Co., Inc. 2002-03-05





City Council Minutes – June 27, 2016

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of June 27, 2016 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Liz Lovelett, John Archibald and Matt Miller were present. Councilmember Brad Adams was absent. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Finance Committee Report: Finance Director Steve Hoglund reported that the list of budget initiatives presented at the June 14, 2016 City Council special meeting had been emailed out to councilmembers. He asked each councilmember to independently prioritize those initiatives (for tax funded departments only) and return the rankings to him by June 30 for tabulation by staff to inform development of the mayor's 2017/2018 budget. Ms. Pickett asked that seismic bracing of City Hall be added to the list. Mr. Hoglund noted that he removed two items, the police department phone system and the fire department equipment rental replacement fund, both of which would be addressed citywide rather than departmentally in the 2017/2018 budget. Councilmembers discussed methodology and agreed that each councilmember would select and rank only their top 20 items from the list.

Mr. Johnson reported from the Finance Committee meeting the prior Wednesday where the Creekside Village PUD concern about irrigation water charges was discussed. Mr. Johnson advised that the committee was still considering an appropriate course of action.

Planning Committee Report: Mr. Walters said that the June 27, 2016 Planning Committee meeting had been cancelled so there was no report.

Public Comment

No one present wished to address the Council on any topic not already on the agenda.

Consent Agenda

Ms. Lovelett moved, seconded by Mr. Johnson, to approve the following Consent Agenda items. The motion passed unanimously by voice vote.

- a. Minutes of June 20, 2016
- b. Approval of Claims in the amount of: \$252,018.67
- c. Resolution 1965: Temporarily Closing Multiple Roads in Skyline between June 28, 2016 and July 8, 2016

The following vouchers/checks were approved for payment:

Voucher (check) numbers: 80982 through 81100, total \$214,677.14
EFT numbers: 204550 through 205369, total \$23,134.69

PUBLIC HEARINGS

Continued Public Hearing: 2016 Comprehensive Plan Update

Planning Manager Libby Grage introduced the final public hearing on the 2016 Comprehensive Plan update. She reported that following the June 20, 2016 public hearing staff had compiled and published on the website a matrix of all public comments received and how they were addressed. Mr. Johnson clarified that the deadline for submitting written comments would not extend past the conclusion of the evening's advertised public hearing.

Mayor Gere invited members of the public to comment on the draft comprehensive plan.

Dan Worra, Executive Director of the Port of Anacortes, 100 Commercial Avenue, thanked the mayor, Council and staff for their extensive effort on the update. He referred councilmembers to the Port's written comments submitted on June 3, 2016 and emphasized two points from that letter. Regarding Policy ED-1.12, Mr. Worra said the Port looked forward to coordinating with the city to develop an Economic Development Strategic Plan and endorsed that policy in the draft plan. Regarding the Subarea Plans called for in the Land Use element of the comprehensive plan, Mr. Worra encouraged a subarea plan for the development of a "transitional zone" or other mechanism that would balance the operational needs of the Port's marine terminal and nearby industrial, manufacturing, and commercial marine businesses with the needs of adjacent neighborhoods.

Jimmy Blais, 510 4th Avenue West, Seattle, representing MJB Properties, thanked the city for its considerable effort on the plan. He referred councilmembers to MJB's written comments previously submitted. Mr. Blais brought up three revisions that MJB would still like to see before the plan was adopted. Regarding the Marine Mixed Use zone, Mr. Blais asked that residential use be listed as a primary use. Regarding Policy LU-8.3(A), Mr. Blais said MJB disagreed with holding all industrial land south of 22nd Street for industrial uses in perpetuity, suggesting that users be allowed to request changes in the future. Regarding Policy LU-8.3(B) and (C), Mr. Blais objected to preservation of the barge channel and industrial waterfront at 22nd Street. He said that calling out a single property for these uses was commensurate with a regulatory taking. Mr. Blais said MJB looked forward to moving forward with development under the new comprehensive plan.

No one else present wished to address the Council.

Councilmembers briefly discussed which topics might require further review, discussion or revision. Mr. Measamer suggested that staff review the comments from the June 20 and June 27 public hearings and bring back briefings and recommendations at the July 18 City Council meeting. He invited councilmembers to submit their suggestions to him for that effort. Mr. Walters encouraged scheduling that review earlier than July 18 and noted that no new substantive changes could be introduced after the close of the public comment period. Mayor Gere suggested holding that discussion at the next regular meeting on July 5. Mr. Measamer agreed and said staff would summarize the comments and topics still requiring clarification in order to facilitate a focused discussion at that meeting.

After inquiring if anyone else present wished to comment on the draft plan, Mayor Gere closed the public hearing on the 2016 comprehensive plan update.

OTHER BUSINESS

Ordinance 2981: Adoption of 2015 Building Codes

Planning Director Don Measamer presented a revised Ordinance 2981 that would adopt the 2015 International codes consistent with the Washington State Building Code Council July 1 implementation. Mr. Measamer advised that after lengthy consultation with the Anacortes Fire Department following discussion of this item at the June 20, 2016 City Council meeting, staff recommended not adopting the Wildland Urban Interface code but did recommend adopting the International Property Maintenance Code and eliminating AMC Chapter 15.12, Smoke Detectors, which was now addressed in the International Building Code. Mr. Measamer referred councilmembers to the strike through/underline version of the ordinance included in the packet materials for the evening.

Mr. Johnson asked the clerk to read back the seconded motion that had been postponed from the June 20, 2016 meeting.

Mr. Walters moved, seconded by Mr. Archibald, to adopt Ordinance 2981 with one change from the version presented in the evening's packet materials: the deletion of AMC 15.05.050.

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

Mr. Walters moved, seconded by Mr. Archibald, to amend the motion on the table to consider the current version of Ordinance 2981 rather than the version presented on June 20. The amendment passed unanimously by voice vote.

Vote on amended motion to adopt Ordinance 2981 amending Anacortes Municipal Code Chapter 15.05, Building Code, relating to the adoption of current editions of International Building, Residential, and Other Codes and amending certain sections, and deleting Chapter 15.12 AMD, Smoke Detectors, as presented in the June 27, 2016 City Council packet: Ayes – Walters, Pickett, Lovelett, Archibald, Miller and Johnson. Motion carried.

Alton R. Daniels Field - Volunteer Park - Artificial Turf Update

Parks and Recreation Director Gary Robinson elaborated on his June 27, 2016 memo included in the packet materials for the meeting. He announced the \$500K donation from the Daniels family to be used to install artificial turf at Alton R. Daniels Field. Mr. Robinson recommended artificial turf as it requires less maintenance and no water or fertilizer, and provides a much more playable, all weather surface. Mr. Robinson addressed health concerns that had been raised regarding crumb rubber infill material and suggested that staff would likely propose a coated crumb rubber product to address those concerns. He advised that he would like to be able to prepare the surface now while a contractor was available to perform that work at a favorable rate, then select and install the turf as full funding became available, ideally before the start of baseball season in March 2017. Mr. Robinson responded to councilmember questions about the lower maintenance costs for artificial turf, health concerns with artificial surfaces, design and permitting for the new surface, stormwater drainage, the expanded range of uses of the resurfaced field, and funding sources for both installation and eventual replacement of the artificial turf. He estimated that total cost of the installation would be \$600-700K and said that in addition to the donation from the Daniels Family the Anacortes Parks Foundation, Anacortes School District, and Anacortes Baseball Club had all expressed interest in the project. Several councilmembers raised concerns about beginning the project without full funding in hand and inquired about time constraints on the project.

Mayor Gere invited members of the public to comment on this agenda item.

Wilhelmus Houppermans, 3412 K Avenue, thanked the Daniels Family for its generous \$500K donation. He suggested possibly installing a small sample of the new surface and soliciting input from field users regarding its performance.

No one else present wished to address the Council on this topic.

Mayor Gere asked Mr. Robinson to speak to the Daniels family, the contractor and other potential donors regarding further funding and time constraints and report back to Council at the next regular meeting. Mr. Johnson asked how many more games would be playable on the new surface. Ms. Lovelett asked to know the long term replacement and maintenance costs of the new surface. Ms. Pickett urged acting quickly to honor the donation from the Daniels family.

Findings of Fact, Conclusion of Law and Decision Associated with the Denial of the Appeal of 38th Street Short Plat and Affirming the Administrator's Tentative Preliminary Approval, SPL-2015-0006

Mr. Measamer presented the Findings of Fact, Conclusion of Law and Decision Associated with the Denial of the Appeal of 38th Street Short Plat (SPL-2015-0006) and Affirming the Administrator's Tentative Preliminary Approval, as directed by majority vote of Council at its June 6, 2016 regular meeting. Mr. Measamer advised that the document, included in the packet materials for the meeting, had been reviewed by staff and the city attorney.

Ms. Lovelett noted that she had recused herself from consideration of this matter at the June 6, 2016 meeting and recused herself from the vote. Ms. Lovelett left the Council chambers.

Mr. Miller pointed out that page 2 of 7 of the document reported the Comp Plan Designation for the project as R1 rather than R2. Mr. Measamer said staff would correct that error.

Mr. Johnson moved, seconded by Ms. Pickett, to deny the appeal and affirm the tentative preliminary approval of the 38th Street Short Plat (SPL-2015-0006) including all Findings of Fact, Conclusions of Law, and conditions on the appeal, and direct the administrator to issue tentative preliminary short plat approval in accordance therewith, including the correction of "R1" to "R2" as noted by Mr. Miller.

Vote: Ayes – Pickett, Archibald, Miller and Johnson. Nays – Walters. Motion carried.

There being no further business, at approximately 7:09 p.m. the Anacortes City Council meeting of June 27, 2016 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the July 5, 2016 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205529	6/13/2016	200464014	09113	5.11 TACTICAL	UNIFORM SHOES; CSO NYBO	\$135.77
205469	6/18/2016	892383/1	00021	ACE HARDWARE	COUPLING & NIPPLES FOR RAS PUMP SEAL	\$7.09
205460	5/9/2016	SPI-16-01408	08246	AERZEN USA INC.	DELTA LUBE OIL	\$307.38
205440	6/23/2016	300-10009732	05987	ALL BATTERY SALES & SERVICE	SUPPLIES FOR SHOP	\$34.67
204911	5/26/2016	108-0261860-9736221	08811	AMAZON.COM	MINI SOLAR DIY SOLAR CAR	\$7.71
204903	5/26/2016	108-0972893-3547440	08811	AMAZON.COM	SOLAR SWING MONKEY - FOR GUEP OUTREACH	\$39.88
204909	5/26/2016	108-5547715-3494613	08811	AMAZON.COM	MINI SOLAR POWER ROBOT CAR - GUEP	\$28.60
204915	5/26/2016	108-9150455-6823467	08811	AMAZON.COM	SOLAR POWERED GRASSHOPPERS - GUEP	\$7.00
204916	5/26/2016	108-9503967-2199407	08811	AMAZON.COM	LANLAN SOLAR CAR - GUEP OUTREACH	\$1.99
205538	6/3/2016	10776737998276256	08811	AMAZON.COM	PATROL SUPPLIES; SHARPS CONTAINERS	\$31.24
205017	6/9/2016	106-4935856-0409033	08811	AMAZON.COM	INSULATED HEAT SHRINK BUTT CONNECTORS	\$12.59
205187	6/14/2016	106-6551023-7569825	08811	AMAZON.COM	LARGE LED CLOCK W/INDOOR TEMP	\$74.11
205186	6/15/2016	106-3902051-2114668	08811	AMAZON.COM	AC ADAPTER CHARGER FOR SHOP	\$16.26
205271	6/16/2016	106-2670703-7664240	08811	AMAZON.COM	DIRECT BURIAL AUDIO CABLE	\$390.41
205542	6/24/2016	10750448328171424	08811	AMAZON.COM	PATROL SUPPLIES; FLASHLIGHT BATTERIES	\$53.87
205517	6/27/2016	11200/2015-002	10001	AMERESCO, INC	RETAINAGE RELEASE CITY HALL SOLAR INSTALLATION	\$6,682.22
205548	6/27/2016	4798 5100 5527 6725	00120	AMERICAN LIBRARY ASSOCIATION	WORKSHOP REGISTRATION	\$54.00
205511	6/24/2016	CDBG 2015 Pub Servic	09481	ANACORTES FAMILY CENTER, THE	CDBG 2015 PUBLIC SERVICES	\$3,206.00
205483	6/21/2016	1988654760	06718	ARAMARK	WTP LAUNDRY SERVICE	\$41.95
205488	6/22/2016	792109886	06718	ARAMARK	STA 3 MAT SERVICE: 6/22	\$21.70
205489	6/23/2016	1988658330	06718	ARAMARK	STA 2 MAT SERVICE: 6/23	\$16.28
205491	6/23/2016	1988658331	06718	ARAMARK	STA 1: 6/23	\$21.70
205472	6/23/2016	1988658340	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$70.93

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205437	6/23/2016	1988658341	06718	ARAMARK	NYLON MAT CLEANING FOR OPS/SHOP	\$23.07
205501	6/23/2016	655-7199970	06718	ARAMARK	NYLON MATS CLEANED	\$12.90
205508	6/27/2016	1988662426	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$75.01
205527	6/20/2016	101412	00244	ASSN OF WASHINGTON CITIES	JULY, SUPPLEMENTAL LIFE INSURANCE	\$323.41
205015	6/8/2016	0125501-POS	00306	BAYSHORE OFFICE PRODUCTS	FOAM CORE BOARD AND PENS	\$28.84
205453	6/16/2016	0677763-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES - CARNEGIE	\$13.18
205452	6/17/2016	0677818-001	00306	BAYSHORE OFFICE PRODUCTS	TICKETS - WTP	\$196.37
205451	6/21/2016	0677924-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES - CARNEGIE	\$8.81
205520	6/27/2016	0678072-001	00306	BAYSHORE OFFICE PRODUCTS	HOLDER, BADGE CLIPS	\$55.65
204744	6/1/2016	0359 060 0965	06421	BEST BUY ADVANTAGE ACCOUNT	VIZIO E55-00 SMARTCAST TV (BELLINGHAM	\$619.58
204745	6/1/2016	7004	06421	BEST BUY ADVANTAGE ACCOUNT	MYWIRELESSTV2 KIT FOR WWTP	\$216.99
205551	6/17/2016	SI0014483-US	08345	BIBLIOTHECA , LLC	OFFICE AND OPERATING SUPPLIES	\$657.00
205552	6/20/2016	SI0014526-US	08345	BIBLIOTHECA , LLC	OFFICE AND OPERATING SUPPLIES	\$70.00
205077	6/8/2016	SORD1436482	07456	CABLEORGANIZER.COM, INC - USA	CM20 STRAIGHT SECTION 12" X 4" X 24"	\$28.62
205486	6/20/2016	16940000009	00494	CASCADE NATURAL GAS CORP.	STA 2: 5/18 - 6/17	\$25.13
205485	6/20/2016	674400000007	00494	CASCADE NATURAL GAS CORP.	STA 1: 5/18 - 6/17	\$37.87
205448	6/21/2016	199 800 0000 4	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS - WTP/MHC	\$32.29
205447	6/21/2016	912 800 0000 0	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS - CARNEGIE	\$76.43
205497	6/22/2016	038 200 0000 2	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS	\$240.10
205553	6/22/2016	154 700 0000 9	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS 1220 10TH STREET	\$34.68
205465	6/22/2016	710 300 0000 5	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS FOR OPS/SHOP	\$171.63
205466	6/22/2016	98980000008	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS	\$11.59
205563	6/28/2016	171427	04315	CENTURION TECHNOLOGIES INC	ANNUAL ANTIVIRUS SUBSCRIPTION	\$437.50
205519	6/28/2016	20160701	08563	CHOWANEC, BILL	STA 3 RENT - JULY	\$1,912.00
205505	6/23/2016	8987	09161	CLEANER GUYS LLC	STA 1 CARPET CLEANING	\$965.98
204501	5/25/2016	Veh licensing	00765	DEPARTMENT OF LICENSING	LICENSING VEHICLE #609	\$182.00

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205477	6/2/2016	16-11869	00850	EDGE ANALYTICAL INC	FINAL EFFLUENT TESTING	\$129.00
204390	6/21/2016	16-11868	00850	EDGE ANALYTICAL INC	THICKENED SLUDGE TESTING	\$179.00
205480	6/21/2016	16-14300	00850	EDGE ANALYTICAL INC	FLUORIDE SAMPLE	\$24.00
205513	6/24/2016	120267A	09888	ELITE K-9	POLICE K9 T-BONE REWARDS	\$30.93
205432	6/22/2016	104293	07339	ELLIOTT TIRE & SERVICE INC	SERVICE FOR VEH #153	\$481.41
205470	6/16/2016	WAANA83424	00939	FASTENAL CO	HEX WASHER HEAD SCREWS	\$26.60
205436	6/22/2016	WAANA83603	00939	FASTENAL CO	PARTS FOR STREET DEPT	\$64.25
205435	6/22/2016	WAANA83629	00939	FASTENAL CO	PART FOR STREET DEPT	\$101.71
205560	6/22/2016	13307	09617	FRONTLINE CLEANING SERVICES	CUSTODIAL SERVICE	\$1,314.78
205109	6/7/2016	SO2316271	01057	GEMPLER'S INC	PICKUP TOOLS FOR WORK PARTY	\$230.27
205512	6/27/2016	81030	09140	GERE, LAURIE	HOTEL ROOM CHARGES PAID BY PERSONAL CC MAY 26/27 SIDNEY	\$207.92
205353	6/21/2016	75905180	10088	GOTOCITRIX.COM	MONTHLY GOTOCITRIX PAYMENT	\$53.17
204705	6/2/2016	9957194	01165	HACH COMPANY	STANDARD CELL BUFFER SOLUTION, SIGMA	\$851.11
205498	6/6/2016	9960176	01165	HACH COMPANY	SALT BRIDGE	\$241.96
205246	6/20/2016	9981136	01165	HACH COMPANY	AMMONIA	\$76.22
205080	6/2/2016	2502084389	01232	HEWLETT PACKARD ENTERPRISE CO.	NETWORK SWITCHES	\$8,699.51
205300	6/17/2016	W522422221	07231	HOME DEPOT	RECYCLING BAGS FOR ALL PARKS	\$119.34
205345	6/24/2016	7004	07231	HOME DEPOT	HDX 4-SHELF STEEL CORNER RACK	\$97.26
205459	6/13/2016	CDBG HA Req #2	08107	HOUSING AUTHORITY OF THE CITY	CDBG HOUSING AUTHORITY REHAB	\$14,012.28
205530	6/13/2016	93422748	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$19.51
205532	6/13/2016	93422749	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$87.73
205531	6/13/2016	93422750	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$133.47
205556	6/20/2016	93507798	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$18.18
205559	6/20/2016	93507799	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$7.19
205557	6/20/2016	93507800	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$53.39
205558	6/20/2016	93507801	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$1,006.30
205550	6/23/2016	300044696	01443	KCDA PURCHASING COOPERATIVE	OFFICE SUPPLIES	\$56.33
205567	6/27/2016	852745-0	09557	KEENEY'S	FILE FOLDERS, RED PENS - BLDG	\$135.54
205392	6/21/2016	summerdrum	09203	KRUEGER, BRAYDN	CONTRACTED SERVICES FOR JAZZ DRUM	\$445.50
205426	6/21/2016	41600190609	02909	LES SCHWAB TIRE CENTERS	SERVICE FOR VEH #135	\$18.45
205434	6/22/2016	41600190821	02909	LES SCHWAB TIRE CENTERS	FLAT REPAIR FOR VEH #850	\$15.19
205439	6/21/2016	3-92552	01614	LOUIS AUTO GLASS III INC.	SERVICE TO VEH #510	\$158.41
205533	6/28/2016	11328-29	06080	MAKERS	2016 COMP PLAN-MAY 2016	\$6,306.25
205541	6/8/2016	94039122	10089	MIDWEST TAPE	DVDS	\$159.40
205543	6/15/2016	94062202	10089	MIDWEST TAPE	DVDS	\$16.25

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205544	6/15/2016	94062204	10089	MIDWEST TAPE	DVDS	\$36.87
205545	6/16/2016	94064581	10089	MIDWEST TAPE	DVDS	\$29.27
205427	6/21/2016	MV140119	01801	MOTOR TRUCKS INC	PARTS FOR VEH #610	\$90.08
205494	6/21/2016	1201934150	08590	NEWEGG BUSINESS INC	DOUBLESIGHT DS-224STA DUAL DISPLAY STAND	\$123.98
205495	6/25/2016	1201948406	08590	NEWEGG BUSINESS INC	TRIPP LITE N060-004 4U WALL MOUNT HINGED PATCH PANEL BRACKET	\$86.90
205506	6/22/2016	16-14245	08938	NORTHWEST SAFETY CLEAN	BUNKER GEAR REPAIR	\$96.88
205414	6/22/2016	750296	10227	NORTHWEST TERRITORIAL MINT	MEDALLION FOR CITY NAME TAGS	\$1,013.70
204703	6/2/2016	0157726-IN	06422	NURNBERG SCIENTIFIC GROUP	FILTERS, MFC BROTH, BOD NUTRIENT BUFFER	\$554.68
205462	6/6/2016	015862-IN	06422	NURNBERG SCIENTIFIC GROUP	MFC BROTH ROSOLIC ACID	\$148.08
205082	6/13/2016	0158150-IN	06422	NURNBERG SCIENTIFIC GROUP	PIPETS, SODIUM HYDROXIDE, PIPET TIPS	\$384.67
205463	6/16/2016	0158304-IN	06422	NURNBERG SCIENTIFIC GROUP	BOD NUTRIENT BUFFER PILLOWS	\$118.20
205471	6/16/2016	0158305IN	06422	NURNBERG SCIENTIFIC GROUP	BUFFER PH7	\$67.81
205473	6/16/2016	0158539-IN	06422	NURNBERG SCIENTIFIC GROUP	BUFFER PH10 COLOR CODED 10L	\$84.55
204974	6/20/2016	0158390-IN	06422	NURNBERG SCIENTIFIC GROUP	PHENYLARSINE OXIDE TITRANT	\$125.48
205464	6/20/2016	0158391-IN	06422	NURNBERG SCIENTIFIC GROUP	NUTRIENT BUFFER PILLOWS	\$24.26
205458	6/24/2016	0158473-IN	06422	NURNBERG SCIENTIFIC GROUP	DRIERITE MESH	\$48.01
205568	6/6/2016	843593015001	01962	OFFICE DEPOT	POST IT EASEL PADS & CALCULATOR TAPE -	\$57.73
205570	6/22/2016	846924225001	01962	OFFICE DEPOT	3 HOLE PUNCH - PLANNING	\$43.39
205569	6/23/2016	846924180001	01962	OFFICE DEPOT	CAMBRIDGE MEETING NOTEBOOK - MAYOR	\$43.62
205493	6/22/2016	16111455	05523	PACIFIC POWER BATTERIES	EMERGENCY UPS BACKUP SYSTEM FOR AFD	\$205.11
205430	6/9/2016	0099989	06543	PACIFIC TIRE	SERVICE FOR VEH #507	\$101.99
205431	6/9/2016	0099991	06543	PACIFIC TIRE	SERVICE TO VEH #511	\$217.54
205429	6/22/2016	0100291	06543	PACIFIC TIRE	TIRES FOR SHOP STOCK	\$241.09
205442	6/23/2016	413280	08879	PARTY CITY	PARADE FLOAT SUPPLIES: FRINGE, TINS	\$52.99
205566	6/28/2016	Petty Cash	02092	PETTY CASH FUND	WASHINGTON PARK CAMPING REFUND	\$96.58
205423	6/20/2016	001-339508	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #607	\$18.42
205422	6/20/2016	001-339529	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #144	\$18.45
205424	6/21/2016	001-339594	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #708	\$14.66

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205487	6/22/2016	001-339668	02109	PISTON SERVICE OF ANACORTES	O RINGS AND GLUE	\$5.55
205421	6/22/2016	001-339677	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #157	\$100.04
205420	6/22/2016	001-339736	02109	PISTON SERVICE OF ANACORTES	FILTER FOR VEH #711A	\$5.31
205416	6/17/2016	3684	02144	PORT SUPPLY	PARTS FOR VEH #610	\$18.90
205237	6/15/2016	52805920	02147	POSITIVE PROMOTIONS	NATIONAL NIGHT OUT GIVEAWAYS	\$1,741.28
205479	6/2/2016	200024889996	02192	PUGET SOUND ENERGY	INTAKE ELECTRICITY	\$356.91
205425	6/21/2016	0519742-IN	02260	REISNER DISTRIBUTOR INC	FUEL CARD FOR VEH #857	\$5.43
205444	6/22/2016	0519840-IN	02260	REISNER DISTRIBUTOR INC	GREASE FOR SOLID WASTE TRUCKS	\$28.58
205332	6/14/2016	1063454755	01299	RICOH USA, INC	PRINTER HR C86152062	\$1,581.93
205340	6/21/2016	1063590744	01299	RICOH USA, INC	MUSEUM PRINTER C86150637	\$3,890.80
205482	6/16/2016	43311	09373	SALAZAR'S NURSERY	BARK FOR ROCKRIDGE PUMP STATION	\$124.67
205481	6/17/2016	43334	09373	SALAZAR'S NURSERY	BARK FOR ROCKRIDGE PUMP STATION	\$74.80
205562	6/28/2016	623401	03768	SAN DIEGO POLICE EQUIP CO INC	PATROL SUPPLIES; AMMUNITION	\$286.83
205450	6/24/2016	125849	02280	SCOTT RICHARDS INSURANCE	ADD ER856, ER857, ER422 TO INLAND MARINE INSURANCE	\$172.96
205457	6/24/2016	125852	02280	SCOTT RICHARDS INSURANCE	ADD ER609, ER610, ER854, ER855 TO AUTO INSURANCE	\$1,523.99
205468	6/7/2016	A1115471	02405	SEBO'S DO-IT CENTER	SHOWER CURTAINS	\$23.41
205330	6/14/2016	A1117946	02405	SEBO'S DO-IT CENTER	COUPLING, ADAPTER, PRIMER, CEMENT -	\$31.29
205419	6/16/2016	E29822	02405	SEBO'S DO-IT CENTER	PARTS FOR TRIMMER #13-924	\$40.79
205415	6/17/2016	B334637	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #610	\$32.57
205396	6/21/2016	A1120524	02405	SEBO'S DO-IT CENTER	FASTENERS - PARK BENCH	\$19.26
205397	6/21/2016	A1120735	02405	SEBO'S DO-IT CENTER	IRRIGATION SUPPLIES	\$6.55
205490	6/22/2016	A1121066	02405	SEBO'S DO-IT CENTER	OUTDOOR SWITCH COVERS	\$28.20
205449	6/23/2016	A1121345	02405	SEBO'S DO-IT CENTER	SUPPLIES - MHC	\$22.34
205510	6/27/2016	A1122970	02405	SEBO'S DO-IT CENTER	DOWELS, EPOXY, EYE SCREWS AND FASTENERS	\$50.74
205352	6/15/2016	5510.1	02412	SEMRAU ENGINEERING & SURVEYING	HIDDEN SHORES STORM DRAIN REVIEW	\$800.00
205504	4/1/2016	2230	02469	SKAGIT COUNTY SHERIFF'S OFFICE	INMATE MEDICAL; JAN - JUNE 2016	\$12,478.56
205503	6/23/2016	AFD FMQ1 16	02505	SKAGIT- 911	SPILLMAN: 1ST QUARTER 2016	\$1,448.74
205518	6/28/2016	9006623495	02572	SOCIETY FOR HUMAN RESOURCE	SHRM MEMBERSHIP DUES 8/1/16 - 7/31/17	\$190.00
204996	6/20/2016	S20166981	02677	SUPERIOR SYSTEMS INC	REPAIR DAMAGE TO 30 YARD CONTAINER LID	\$716.10
205554	6/20/2016	1111874	02681	SURETY PEST CONTROL	PEST CONTROL	\$66.19
200740	2/2/2016	Order	04831	T-SHIRTS BY DESIGN	ANNUAL UNIFORMS: T-SHIRT, HATS AND	\$1,418.10
205461	6/22/2016	060278	07514	THOMPSON'S GREENHOUSE	SOUTH COMMERCIAL PLNTER BOX FLOWERS	\$239.35

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
205496	6/25/2016	00005W5A83266	02817	UNITED PARCEL SERVICE	UPS SHIPPING CHARGES	\$35.75
205475	6/25/2016	000099E018266	02817	UNITED PARCEL SERVICE	ENGINEERING JAMAR TECHNOLOGIES	\$16.92
204821	6/3/2016	5403640176	02813	UNITED STATES POSTAL SERVICE	POSTAGE	\$7.35
205547	6/27/2016	4798 5100 5527 6725	02813	UNITED STATES POSTAL SERVICE	VISA - USPS PREPAID ENVELOPES	\$163.00
205310	6/20/2016	214162	02890	VILLAGE PIZZA	COUNCIL SESSION 4-8 FOOD	\$88.38
205413	5/26/2016	Visa	02896	VISA	SISTER CITIES ART EXCHANGE EXPENSES	\$224.08
205441	6/23/2016	513200	02896	VISA	PARADE FLOAT SUPPLIES: FLAGS & BOWS	\$7.60
205516	7/17/2016	HNLPHX	02896	VISA	OUT OF STATE TRAINING; AIRFARE; CLIFFORD	\$662.20
205500	6/22/2016	1234	09716	WA STATE DEPT OF AGRICULTURE	ANNUAL INSPECTION OF EVIDENCE SCALES	\$16.80
205499	6/24/2016	INVOICE 57	02946	WASHINGTON ANIMAL CONTROL ASSN	MEMBERSHIP DUES; WACA - CSO NYBO	\$35.00
205528	6/15/2016	2154	07000	WASHINGTON ROLL CALL	BOOK - ADULT REFERENCE	\$41.37
205509	6/27/2016	2160	07000	WASHINGTON ROLL CALL	2016 WA STATE YEARBOOK	\$41.37
205534	6/21/2016	WSSO 2016 CONF	10229	WASHINGTON SCHOOL SAFETY ORGAN	TRAINING; WSSO 2016 CONFERENCE; OFC DOTZAUER	\$260.00
205502	6/15/2016	ANA302	02930	WASHINGTON STATE PATROL	ACCESS USER FEES; CURRENT MONTH PLUS TWO PREVIOUS MONTHS	\$534.00
205428	6/21/2016	1048505	09237	WASHINGTON TRACTOR	PART FOR VEH #704	\$74.30
205478	7/1/2016	1708141-0043-5	02997	WASTE MANAGEMENT	WTP SOLID WASTE DISPOSAL - JUNE	\$135.12

Total

\$87,316.19



City Council Agenda Bill

Meeting Date: 7/5/2016 **Agenda Item:** 7b

Subject: Resolution 1946 (v7): Setting Fire Protection LOS Standard and Budget/Revenue Allocation

Staff Contact: Richard Curtis, Fire Chief

Approved for Submittal to Council by	
X	Laurie Gere, Mayor
X	Steve Hoglund, Finance Director
X	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
X	Code Revision. AMC 17.05.030
X	Resolution No. 1946
	Contract
	Public Hearing
	Staff Report

Summary Statement: CityGate and Associates and the Washington Survey and Rating Bureau has identified deficiencies in the current system with parallel recommendations to close those gaps. The recommendation from staff provides a six year plan which utilizes existing and anticipated revenue sources, not requiring consideration of any new tax increase, until 2020. At that point, the Council will have a more accurate picture of the City's financial status and can consider the efficacy of the recommendations provided.

Background: . The Public Safety committee and Fire Chief have worked to develop a six year plan to establish a minimum level of service to save a victim from fire. With completion of the six year plan, the City will have an established minimum "Urban LOS" for concurrency requirements identified in AMC 17.05.030, and within the updated comprehensive plan.

Budget Impact	
Amount Budgeted	See resolution 1946
Budget Account (BARS)	Various
Proposed Expenditure	3 Biennium Budget Cycles
Budget Amendment Required?	No
Revenue Source	Various

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: The Public Safety Committee has met approximately every 2-3 weeks for a 1-1/2 years to develop a plan to provide the minimum level of fire protection service to save a victim trapped in a building fire, using industry standard response times. The recommendations have been discussed a five City Council meetings with the opportunity for

public comment has been provided. Version 7 of resolution 1946 recommends the use of existing and anticipated revenues, not requiring consideration of a tax increase until 2020.

Competing Viewpoints Considered: N/A

Recommended Motion: I move approval of Resolution 1946 with the alternatives proposed by staff.

Alternative Actions: [Click here to enter text.](#)

Attachments (listed in order presented): STAFF RECOMMENDATION-Res1946 March 7 Council Meeting v7, PowerPoint Presentation, City Attorney research memo on Impact Fees, Minimum Staffing Levels vs. minimum Overtime Recommendation, Comprehensive Plan Language on LOS, State Law, and Concurrency Requirements, Approved Resolution 1895.

CITY OF ANACORTES, WASHINGTON
RESOLUTION NO. 1946

A RESOLUTION of the City of Anacortes, Washington, adopting a nonbinding policy: (1) concerning budget allocations for Fire Protection Services Levels, (2) endorsing the revision of Fire Suppression Impact Fees, dedicating an allocation of equipment rental funds to purchase Fire Suppression Apparatus and Equipment on a delayed replacement schedule; and (3) setting the levels and types of services provided by the Anacortes Fire Department.

I. RECITALS

WHEREAS, the setting of Fire Protection levels of services and capital budgets by the City of Anacortes ("City") requires that the City Council ("Council") in conjunction with the Mayor and the administrative staff assess community risks, needs, and determine the amount and sources of revenue and prudently establish operational and capital priorities and allocations; and

WHEREAS, the Council finds that the City's Fire Protection System is the primary obligation to City residents, and endorses the six year plan to provide a minimum capability of providing an "imminent rescue and an effective response force capability;" and

WHEREAS, the City Council endorses the Fire Department deliver Advance Life Support Ambulance Services to residents within the designated ambulance area, and is an important medical service for our regional community; and

WHEREAS, the City Council endorses that the Fire Department provide other specialized services such as hazardous material response, rope and confined space rescue, and wildland/urban interface fire suppression.

WHEREAS, the Fire/EMS Masterplan Recommendations and Washington Survey and Rating Bureau Findings have identified services that are below standard compared to other cities in the State with similar characteristics, as well as national and regional standards.

WHEREAS, the Public Safety Committee endorses raising the Level of Service through adequate funding of operational and capital requirements that improve fire protection services for the current and additional population and community growth.

WHEREAS, the City's Capital Facilities Plan ("CFP") includes evidence indicating a need for effective and efficient Fire Protection and Rescue Services that are adequately funded by Reserves, General Fund, Impact Fee Revenues; and

WHEREAS, the Council finds that establishment of an revised impact fee, in part, enables adequate funding for future capital impact budgeting, satisfying concurrency requirements; and ensuring that Fire Protection and Rescue services are adequately funded at the levels of service approved by the City Council; and

WHEREAS, the priority list of programs and service level is subject to change by the City Council due to circumstances that may occur from time to time; and the Council wishes to establish a non-binding guiding policy for funding Fire Protection service projects over a six year program;

NOW THEREFORE, THE ANACORTES CITY COUNCIL DOES RESOLVE:

To establish a non-binding goal to meet an Urban Level of Service LOS for fire protection/prevention over a six year program, and to incorporate the adopted level of service goals in the Anacortes Municipal Code 17.05.030 - Concurrency facilities and services.

- A. Development shall be prohibited, and all applications therefore shall be denied, if the development would cause the level of service on a concurrency facility or service to decline below adopted levels of service standards, unless the improvements or strategies to accommodate the new development are made concurrent with the development, subject to the provisions of subsection [17.05.070 \(3\)](#).
- B. For concurrency facilities and services the following LOS shall apply for fire protection:

Fire Protection	INITIAL RESPONSE –IMMINENT RESCUE CAPABILITY From time of 911 call to any structure, vessel, vehicle, wildland fire, and hazardous materials incident; arrive with the closest fire engine staffed with 3 firefighters within 7 minutes 90% of the time.
	EFFECTIVE RESPONSE FORCE From time of 911 call, to any structure, boat, vehicle, wildland fire, and hazardous materials incident; be able to assemble an Effective Response Force of 12 firefighters within 11 minutes 90% of the time.
	FIRE PREVENTION Provide an initial fire inspection of High Risk Business Occupancies twice a year, and other Business Occupancies annually.

- A. Beginning with the **2017 budget** the Council will consider allocate the following sources and amount of funds for the delayed capital improvement schedule of an annual target allocation amount, cumulatively from all revenue sources, for the replacement of existing apparatus and equipment at approximately \$200,000.
 - a. The sources of revenue will be 50% (\$100,000) (Existing) from general fund and 50% (\$100,000) (New) from a revised fire impact fee .35 cents per square foot.
- B. Beginning with the **2017 budget** the Council will allocate the following sources and amount of funds for the continuation of a contract for volunteer coordination services.
 - a. The Council concludes that the appropriate annual target allocation amount, cumulatively from all sources, for contracted services is approximately \$30,000 from the general fund (Existing).

- C. Beginning with the **2018 budget**, the Council will consider allocating the following sources and amounts of funds, totaling \$1,500,000, for construction of a fire station in the March Point response zone.
 - a. The Council concludes that the appropriate allocation for the fire station is \$1,500,000 utilizing General Reserve Funds.
- D. Beginning with the **2019 budget**, the Council will allocate of the following sources and amounts of funds for two (2) FireMedics at each Fire Station 24 hours a day. (Totaling 6 Fire-Medics 24 hours a day). The Council concludes that the appropriate annual allocation for personnel and benefits and overtime to be \$450,000.
 - a. 30% % (\$130,000) of the expired and available Public Safety Building Bond Revenue.
 - b. 15% % (\$70,000) Ground Emergency Medical Transport
 - c. 55% % (\$250,000) Additional EMS Contract Revenue
- E. Beginning with the **2020 budget**, the Council will consider allocation of the following sources and amounts of funds for civilian fire inspector public education officer.
 - a. The Council concludes that the appropriate annual allocation for personnel cost is (\$95,000), with the source of revenue be 100% from freed public safety bond revenue.
- F. Beginning with the **2020 budget**, the Council will consider allocation of the following sources and amounts of funds for providing three (3) FireMedics able to provide imminent rescue capability from the Main Fire Station response area 24 hours a day.
 - a. The Council concludes that the appropriate annual allocation for a pool of part/time personnel in filling one (1) 24 hour seat to be (\$115,000) considering a 1% Utility Tax increase and transfer to the general fund.
- G. Beginning with the **2021 budget**, the Council will consider allocation of the following sources and amounts of funds for providing three (3) FireMedics able to provide imminent rescue capability from the March Point Fire Station response area 24 hours a day.
 - a. The Council concludes that the appropriate annual allocation for a pool of part/time personnel in filling one (1) 24 hour seat to be (\$115,000) considering a levy lid lift and improved sales tax collections.
- H. Beginning with the **2022 budget**, the Council will consider allocation of the following sources and amounts of funds for providing three (3) FireMedics able to provide imminent rescue capability from the Skyline Fire Station response area 24 hours a day.
 - a. The Council concludes that the appropriate annual allocation for a pool of part/time personnel in filling one (1) 24 hour seat to be (\$115,000) considering a levy lid lift and improved sales tax collections.

The foregoing policy, consisting of budget allocation goals and capital improvement projects, is not meant to be binding on the City Council when adopting this resolution, City budget, approving the CFP or deciding what if any capital projects to undertake when adopting its budget, and determining appropriate revenue sources. It is the intent of the Council hereby to provide its best judgment in articulating a long term planning policy, which it hopes the future Councils, the Mayor, will take into account as each undertakes its duties.

PASSED AND APPROVED by the City Council this _____ day of _____, 2016.

CITY OF ANACORTES

Laurie Gere, Mayor

ATTEST:

Steve D. Hoglund, City Clerk/Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney

Six Year Plan to Recommended LOS

- **INITIAL RESPONSE –IMMINENT RESCUE CAPABILITY**
 - From time of 911 call to any structure, vessel, vehicle, wildland fire, and hazardous materials incident; arrive with the closest fire engine staffed with 3 firefighters within 7 minutes 90% of the time.
- **EFFECTIVE RESPONSE FORCE**
 - From time of 911 call, to any structure, boat, vehicle, wildland fire, and hazardous materials incident; be able to assemble an Effective Response Force of 12 firefighters within 11 minutes 90% of the time.
- **FIRE PREVENTION**
 - Provide an initial fire inspection of High Risk Business Occupancies twice a year, and other Business Occupancies annually.

Six Year Plan to Recommended LOS



*Fund Existing Equipment Replacement 200k (100k existing revenues and add 100K from impact fees)

OPTION A:

Impact Fee
(.35 Sq Ft)

OPTION B:

Dedicate Freed Public
Safety Bond

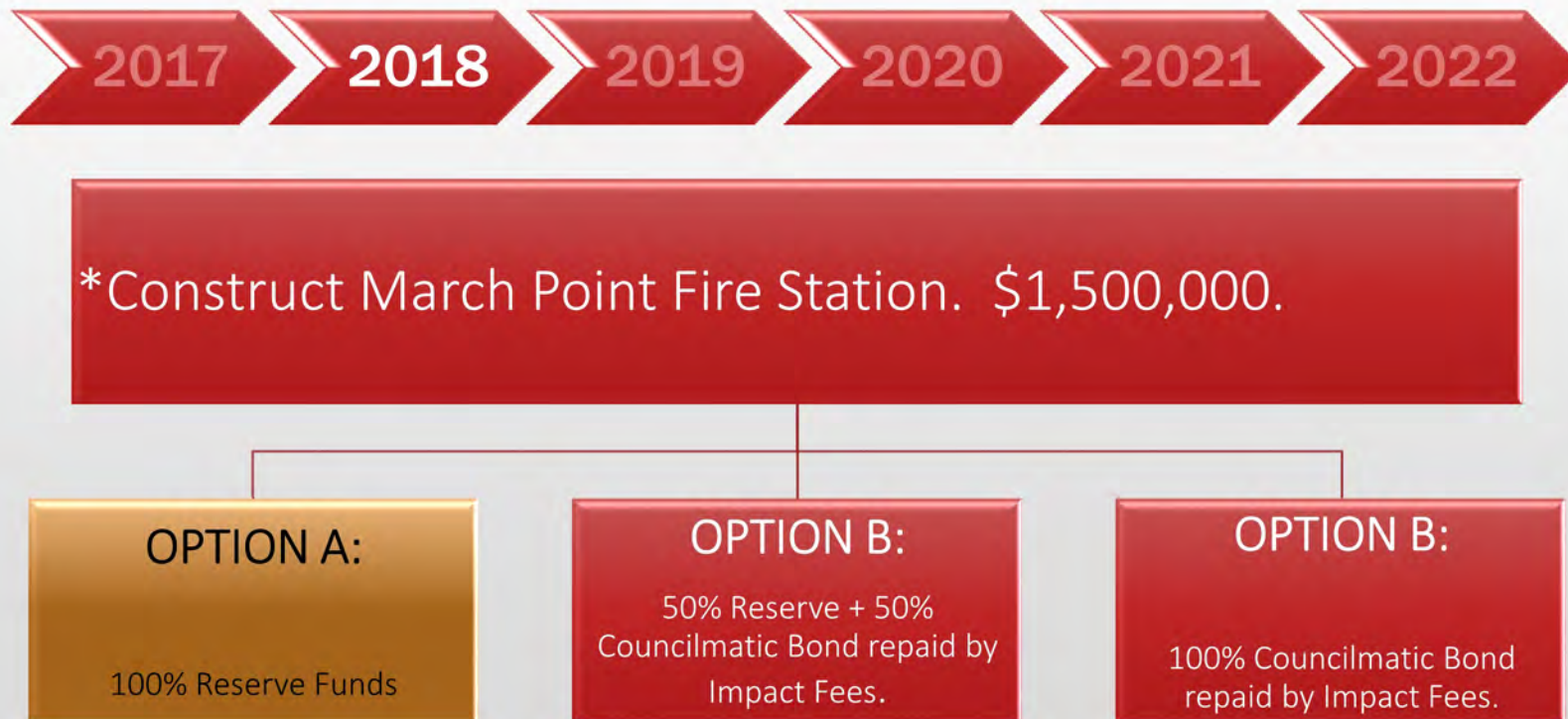
Six Year Plan to Recommended LOS



*Volunteer Coordinator Contract (Add 30K)

General Fund
\$30,000

Six Year Plan to Recommended LOS



Six Year Plan to Recommended LOS



*Provide 24 hour Response from March Point Station
(3 Additional Firefighters)

* Freed PSB Revenue = 130,000 +
* GEMT = 70,000 +
* EMS Revenue = 250,000

Six Year Plan to Recommended LOS



*Perform Annual Fire Inspections (Civilian Fire Inspector)

*Freed Public Safety Bond Revenue =
\$95,000

Six Year Plan to Recommended LOS



*Provide Imminent Rescue Capability – Main Fire Station

*1% Utility Tax Increase Transfer to
General Fund= \$115,000

Six Year Plan to Recommended LOS



*Provide Imminent Rescue Capability – Skyline Fire Station

*1% Utility Tax Increase Transfer to
General Fund= \$115,000

Six Year Plan to Recommended LOS



*Provide Imminent Rescue Capability –March Point Fire Station

*Levy Lid Lift + Improved Sales Tax Revenues
= \$115,000

YEAR	LEVEL OF SERVICE	Capital Costs	Annual Costs	Existing or New Revenue	Revenue Source
2017	Fund Existing Equipment Replacement (Add 100K)	\$ 100,000	\$ 100,000	On New Construction Only	OPTION A: Impact Fee (.35 Sq Ft)
					OR
2019	Fund Existing Equipment Replacement (Add 100K)	\$ -	\$ 100,000	Existing Revenue	OPTION B: Freed Public Safety Bond
2017	Volunteer Coordinator Contract	\$ -	\$ 30,000	Existing Revenue	General Fund
2018	Construct Station #3 (March Point)	\$ 1,500,000	\$ -	Existing Reserves	OPTION A: General Reserve Fund
					OR
2018	Construct Station #3 (March Point)	\$ 1,500,000	\$ 37,500	Reserves + On New Construction Only	OPTION B: 50% Reserve Fund + 50% Councilmanic Bond repaid by Impact Fees.
					OR
2018	Construct Station #3 (March Point)	\$ 1,500,000	\$ 75,000	On New Construction Only	OPTION C: 100% Councilmanic Bond repaid by Impact Fees.
2019	Provide 24 Response From March Point Station (3 Additional Staff)	\$ -	\$ 450,000	Various Existing Revenues	Dedicate Freed Public Safety Bond(130k) + GEMT (70K) + Increased EMS Contract Revenue (250K)
2020	Perform Annual Fire Inspections (Civilian Inspector)	\$ -	\$ 95,000	Existing Revenues	Freed Public Safety Bond Revenue
2020	Main Station: Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 115,000	New GF Revenue	Levy lid lift + Improved Sales Tax
2021	Skyline : Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 115,000	New GF Revenue	Levy lid lift + Improved Sales Tax
2022	Marches Pt: Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 115,000	New GF Revenue	Levy lid lift + Improved Sales Tax

QUESTIONS/COMMENTS

CITY OF ANACORTES - MEMORANDUM

TO: CHIEF CURTIS, MAYOR GERE
FROM: DARCY SWETNAM, LEGAL DEPARTMENT
SUBJECT: FIRE IMPACT FEE USE
DATE: JUNE 8, 2016

You asked me to evaluate whether fire impact fees could be used to replace all or a portion of Fire Department apparatus, including a ladder truck. Based on my review of the relevant statutes, other jurisdictions, and after consulting with the Municipal Research Service Center, it is my opinion that fire impact fees can be used to replace fire apparatus.

RCW Section 82.02.050 requires that impact fees imposed for financing public facilities be reasonably related to new development, not exceed a proportionate share of the costs of system improvements reasonably related to new development, and be used for system improvements that reasonably benefit the new development.

The Washington State Supreme Court considered restrictions on the use of impact fees in *City of Olympia v. Drebeck*, 156 Wn.2d 289 (2006), where it considered whether the City of Olympia was required to calculate impact fees by making individualized assessments of a particular new development's direct impact on each improvement planned in the service area. The Court held that local governments are authorized to impose impact fees to cover the increased demand for roads, parks, schools, or fire stations identified in the capital facilities plan for a designated service area and need not perform an individualized assessment of the development's direct impact of each improvement planned in a service area. *Id.* at 294, 297.

While there is limited case law and no Attorney General Opinions regarding whether fire apparatus are considered public facilities, a reasonable interpretation of the statute is that, if the City identifies fire apparatus as capital facilities in our impact fee ordinance and capital facility plan, it is permissible to use impact fees to fund them. Additionally, if the City is able to use impact fees to purchase apparatus initially, the City can use impact fees to purchase new trucks as replacements when it becomes necessary.

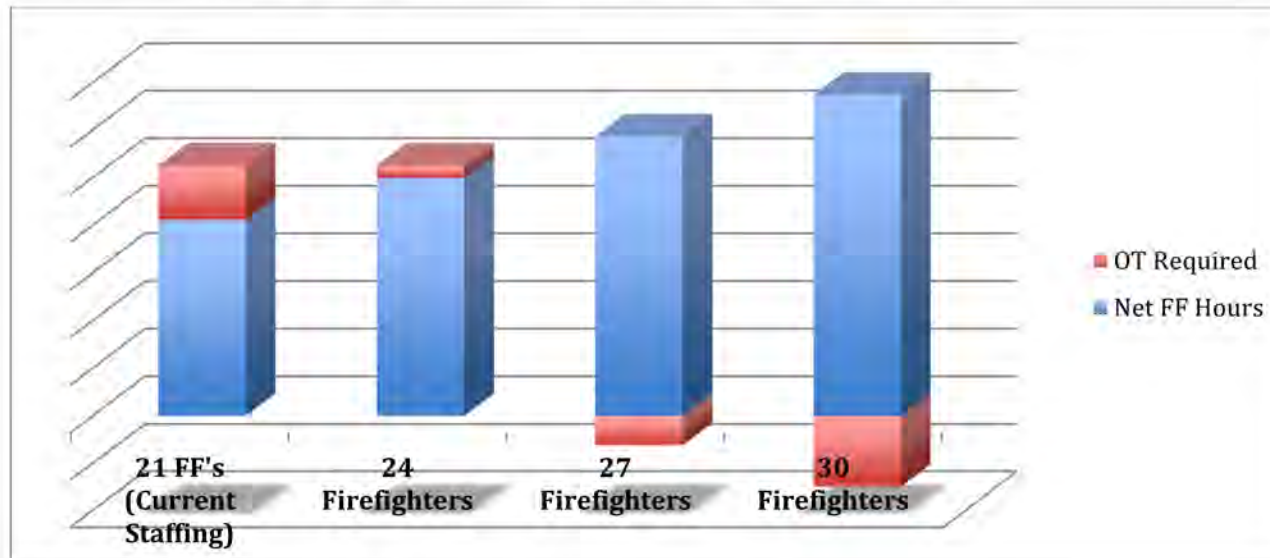
This position has been taken by jurisdictions throughout Washington, including Issaquah, Auburn, Cheney, and Olympia. I consulted with attorney Bob Meinig, who has been an attorney with the Municipal Research Service Center since 1989, who also supported this analysis.

DJS

Optimize Firefighter Staffing Numbers vs Overtime

Recently a Councilmember asked the following question: In considering staffing Marches Point on a 24 hour basis, what least number of firefighters required to cover the minimum staffing level and provide the least overtime required to maintain the minimum staffing levels?

The answer is **24 firefighters**. Overtime is still necessary, but 24 firefighters would be the optimum level between excessive overtime needed in the example of 21 firefighters, or the additional staffing costs of 27 firefighters. Even though the calculation shows a negative number for overtime for both 27 and 30 firefighters, the savings could not be applied, it would result only in extra staffing on duty.



	Net FF Hours	OT Required	Cost of OT	Total Cost
21 FF's (Current Staffing)	41,174	11,386	\$580,679	\$3,205,679
24 Firefighters	49,934	2,626	\$133,919	\$3,133,919
27 Firefighters	58,694	(6,134)	(\$312,841)	\$3,375,000
30 Firefighters	67,454	(14,894)	(\$759,601)	\$3,750,000

Title 17 - ZONING

Chapters:

Chapter 17.04 - GENERAL PROVISIONS

Sections:

17.04.010 - Introduction.

- A. This text and accompanying map comprise the zoning ordinance for the City of Anacortes. The map designates certain areas as specific use districts. The purpose of each district is defined in the text, permitted and conditional uses outlined, and regulations established. It is understood that all situations and possible uses could not be defined or predicted and at times interpretation will be necessary.
- B. Interpretations relative to uses and intent should refer to the "purpose" section of each use district.
- C. As changes occur and shortcomings in zoning are found, amendments should be made so the zoning title does not become outdated or unrealistic.
- D. The zoning ordinance was adopted in 1994 by Ordinance No. 2316 which replaced all previous ordinances. Ordinance No. 2316 has since been amended by: Ordinance No. 2323 (correcting and revising development regulations to conform to Comprehensive Plan and to comply with Growth Management Act); Ordinance No. 2353 (establishing regulations for construction in industrial zone); Ordinance No. 2361 (relative to the City's urban growth area); Ordinance No. 2381 (Implementing Regulatory Reform Act process); Ordinance No. 2412 (revising certain sections i.e., building and occupancy permits, maximum commercial building size, etc.); Ordinance No. 2448 (revising certain sections including wetlands, streets and plats); Ordinance No. 2482 (revising certain sections including parking definitions and accessory structures) and Ordinance No. 2521 (Implementing portions of the Fidalgo Bay Sub-Area Plan); and Ordinance No. 2528 (revising certain sections and adding certain chapters including Concurrence, Wireless Communication and Antennas, and Landscaping. (Ord. 2614 Att. A (part), 2003; Ord. 2528 Att. A, 2000; Ord. 2521 Att. A § 1, 2000; Ord. 2482 Att. A § 1, 1999; Ord. 2448 (part), 1998; Ord. 2412 Att. A (part), 1996; Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.020 - Title and purpose.

- A. The ordinance codified in this title shall be known as the zoning ordinance of the City of Anacortes and its purpose is to further the goals and policies of the comprehensive plan. This title is designed to assist in orderly community development, conserve the value of property and safeguard the public welfare by:
1. Implementing the City of Anacortes' comprehensive plan policies through land-use regulations;
 2. Protecting the general public health, safety, and welfare;
 3. Providing for adequate public facilities and services in conjunction with development;
 4. Encouraging the most appropriate and compatible uses of land;
 5. Providing for efficient and safe traffic flow and sufficient parking space for all uses;
 6. Providing for adequate light, air, access and privacy;
 7. Providing for safety from fire and other dangers;
 8. Allocation of sufficient land for all uses within the community;
 9. Conserving the city's natural resources and attractions; and
 10. Implementing the Regulatory Reform Act (1995).
- B. This title consists of the text together with a map showing the boundaries of the different use districts. (Ord. 2381 § 1A1, 1995; Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.030 - Enacting clause.

The city council of the city does ordain as follows:

This title establishes the comprehensive zoning regulations for the city in accordance with the provisions of Chapter 35A.63 RCW, the Growth Management Act and the Regulatory Reform Act (1995). Adoption follows a recommendation from the planning commission which, after survey and study, prepared these land use regulations for the physical development of the city after a series of public meetings and hearings. Thereafter the city council, having studied these regulations and recommendation and having held a public hearing thereon, determined that such plan will provide for the advantageous development of the city and will encourage appropriate uses of land throughout the municipality. Accordingly, in concurrence with the recommendations of the Anacortes planning commission, the council does by this title put such plan into effect in the city.

After exhausting any applicable administrative remedies, appeal of any final decision rendered under this title shall be commenced in Superior Court within twenty-one days of the date the decision is rendered, or be barred. The cost of transcript(s) shall be borne by the appellant. (Ord. 2706 § 2 (part), 2005; Ord. 2381 § 1A2, 1995; Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.040 - Provisions of code declared to be minimum requirements and Interpretation.

- A. In their interpretation and application, the provisions of this title of the City of Anacortes Municipal Code shall be held to be minimum requirements adopted for the promotion of the public health, safety, or general welfare.
- B. Wherever the requirements of this title are at variance with the requirements of any other lawfully adopted rules, regulations, ordinances, deed restriction or covenants, that imposing the higher standards, shall govern. Regulations, conditions or procedural requirements that are specific to an individual land use shall supersede regulations, conditions or procedural requirements of general application.
- C. A land use includes the necessary structures and infrastructure to support the use unless specifically prohibited or the context clearly indicates otherwise.
- D. In case of any ambiguity, difference of meaning, or implication between the text and any heading, caption, or illustration, the text and the permitted use tables shall control. All applicable requirements shall govern a use whether or not they are cross-referenced in a text section or land use table. (Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.050 - Conformity with this title required.

- A. No use or structure shall be established, substituted, expanded, constructed, altered, moved, maintained, or otherwise changed except in conformance with this title.
- B. Creation of or changes to lot lines shall conform with to the use provisions, dimensional and other standards, and procedures of this title and Title 16, Subdivisions.
- C. All land uses and development authorized by this title shall comply with all other regulations and or requirements of this title as well as any other applicable local, state or federal law. Where a difference exists between the title and other applicable regulations, the more restrictive requirements shall apply.
- D. Where more than one part of this title applies to the same aspect of a proposed use or development, the more restrictive requirement shall apply. (Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.060 - Water and sewer.

All minimum lot sizes established by this title assume that connection is made to city water and sewer. (Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.070 - Application submission and review procedures.

- A. 1. Within twenty-eight days after receiving a project permit application, a local government shall mail or provide in person a written determination to the applicant, stating either:
- a. That the application is complete; or
 - b. That the application is incomplete and what is necessary to make the application complete.
- To the extent known by the local government, the local government shall identify other agencies of local, state, or federal governments that may have jurisdiction over some aspect of the application.
2. A project permit application is complete for purposes of this section when it meets the procedural submission requirements of the local government and is sufficient for continued processing even though additional information may be required or project modifications may be undertaken subsequently. The determination of completeness shall not preclude the local government from requesting additional information or studies either at the time of the notice of completeness or subsequently if new information is required or substantial changes in the proposed action occur.
3. The determination of completeness may include the following as optional information:
- a. A preliminary determination of those development regulations that will be used for project mitigation;
 - b. A preliminary determination of consistency; or
 - c. Other information the local government chooses to include.
4. a. An application shall be deemed complete under this section if the local government does not provide a written determination to the applicant that the application is incomplete as provided in subsection (A)(1)(b) of this section.
- b. Within fourteen days after an applicant has submitted to a local government additional information identified by the local government as being necessary for a complete application, the local government shall notify the applicant whether the application is complete or what additional information is necessary.
- B. 1. Except as otherwise provided in subsection (B)(2) of this section, a local government should issue its notice of final decision on a project permit application within one hundred twenty days after the local government notifies the applicant that the application is complete. In determining the number of days that have elapsed after the local government has notified the applicant that the application is complete, the following periods shall be excluded:
- a. i. Any period during which the applicant has been requested by the local government to correct plans, perform required studies, or provide additional required information. The period shall be calculated from the date the local government notifies the applicant of the need for additional information until the earlier of the date the local government determines whether the additional information satisfies the request for information or fourteen days after the date the information has been provided to the local government;
 - ii. If the local government determines that the information submitted by the applicant under subsection (B)(1)(a)(i) of this section is insufficient, it shall notify the applicant of the deficiencies and the

procedures under subsection (B)(1)(a)(i) of this section shall apply as if a new request for studies has been made;

- b. 1. Any period during which an environmental impact statement is being prepared following a determination of significance pursuant to Chapter 43.21C RCW (SEPA);
2. A six-month time period shall be allowed for completion of environmental impact statements or the city and the applicant may agree in writing to a time period for completion of an environmental impact statement;
- c. 1. Any period for administrative appeals of project permits, if an open record appeal hearing or a closed record appeal, or both, are allowed;
- d. Any extension of time mutually agreed upon in writing by the applicant and the city.
2. The time limits established by subsection (B)(1) of this section do not apply if a project permit application:
 - a. Requires an amendment to the comprehensive plan or a development regulation;
 - b. Requires approval of a new fully contained community, a master planned resort, or the siting of an essential public facility; or
 - c. Is substantially revised by the applicant, in which case the time period shall start from the date at which the revised project application is determined to be complete.
3. If the local government is unable to issue its final decision within the time limits provided for in this section, it shall provide written notice of this fact to the project applicant. The notice shall include a statement of reasons why the time limits have not been met and an estimated date for issuance of the notice of final decision.
- C. The administrator will require the applicant for a project permit to designate a single person or entity to receive determinations and notices required by this chapter.
- D. 1. The administrator shall provide a notice of application as provided in this section. If a local government has made a determination of significance under Chapter 43.21C RCW concurrently with the notice of application, the notice of application shall be combined with the determination of significance and scoping notice. Nothing in this section prevents a determination of significance and scoping notice from being issued prior to the notice of application.
2. The notice of application shall be provided within fourteen days after the determination of completeness and include the following in whatever sequence or format the city deems appropriate:
 - a. The date of application, the date of the notice of complete application, and the date of the notice of application;
 - b. A description of the proposed project action and a list of the project permits included in the application and, if applicable, a list of any studies requested;
 - c. The identification of other permits not included in the application to the extent known by the local government;
 - d. The identification of existing environmental documents that evaluate the proposed project and the location where the application and any studies can be reviewed;
 - e. A statement of the public comment period, which shall be not less than fourteen days nor more than thirty days following the date of notice of application, and statements of the right of any person to comment on the application, receive notice of and participate in any hearings, request a copy of the decision once made, and any appeal rights. The administrator will accept public comments at any time prior to the closing of the record of an open record predecision hearing, if any, or, if no open record predecision hearing is provided, prior to the decision on the project permit;
 - f. The date, time, place, and type of hearing, if applicable and scheduled at the date of notice of the application;
 - g. A statement of the preliminary determination, if one has been made at the time of notice, of those development regulations that will be used for project mitigation and of consistency; and
 - h. Any other information determined appropriate by the local government.
3. If an open record predecision hearing is required for the requested project permits, the notice of application shall be provided at least fifteen days prior to the open record hearing.
4. A notice of application shall not be required for project permits that are categorically exempt under Chapter 43.21C RCW, unless a public comment period or an open record predecision hearing is required.
5. A local government shall integrate the permit procedures in this section with environmental review under Chapter 43.21C RCW (SEPA) as follows:
 - a. Except for a determination of significance, the city may not issue its threshold determination, or issue a decision or a recommendation on a project permit until the expiration of the public comment period on the notice of application;
 - b. If an open record predecision hearing is required and the city's threshold determination requires public notice under Chapter 43.21C RCW, the city shall issue its threshold determination at least fifteen days prior to the open record predecision hearing;
 - c. Comments shall be as specific as possible.
6. The city may combine any hearing on a project permit with any hearing that may be held by another local, state, regional, federal, or other agency provided that the hearing is held within the geographic boundary of the city. Hearings shall be combined if requested by an applicant, as long as the joint hearing can be held within the time periods specified or the applicant agrees to the schedule in the event that additional time is needed in order to combine the hearings. All agencies of the State of Washington, including municipal corporations and counties participating in a combined hearing, are authorized to issue joint hearing notices and develop a joint format, select a mutually acceptable hearing body or officer, and take such other actions as may be necessary to hold joint hearings consistent with each of their respective statutory obligations.
7. All state and local agencies shall cooperate to the fullest extent possible with the city in holding a joint hearing if requested to do so, as long as:
 - a. The agency is not expressly prohibited by statute from doing so;
 - b. Sufficient notice of the hearing is given to meet each of the agencies' adopted notice requirements as set forth in statute, ordinance, or rule; and
 - c. The agency has received the necessary information about the proposed project from the applicant to hold its hearing at the same time as the local government hearing.
8. The applicant for a project permit is deemed to be a participant in any comment period, open record hearing, or closed record appeal.
- E. 1. The city establishes a permit review process that provides for the integrated and consolidated review and decision on two or more project permits relating to a proposed project action, including a single application review and approval process covering all project permits requested by an applicant for all or part of a project action and a designated permit coordinator. If an applicant elects the consolidated permit review process, the determination of completeness, notice of application, and notice of final decision must include all project permits being reviewed through the consolidated permit review process.
2. Consolidated permit review may provide different procedures for different categories of project permits, but if a project action requires project permits from more than one category, the city shall provide for consolidated permit review with a single open record hearing and no more than one closed record appeal.
- F. The administrator shall provide a notice of decision that also includes a statement of any threshold determination made under Chapter 43.21C RCW. The notice of decision may be a copy of the report or decision on the project permit application. The notice shall be provided to the applicant and to any person who, prior to the rendering of the decision, requested notice of the decision. Notice of administrative appeal procedures, if any, shall be provided.
 Notice of decision will also be provided either (1) by posting the site for site-specific proposals and publishing notice, including at least the project location, description, types of permit(s) required, in the newspaper of general circulation in the general area where the proposal is located or in a local land use newsletter published by the local government; or (2) in accordance with notice procedures established for the particular permit decision(s). The notice shall also state that affected property owners may request a change in valuation for property tax purposes notwithstanding any program of reevaluation. Notice of decision shall be provided to the county assessor's office of the county or counties in which the property is located.
- G. The following permits are excluded from the provisions of RCW 36.70B.060 through 36.70B.090 and RCW 36.70B.110 through 36.70B.130 and from the requirements in this section: landmark designations and street vacations, and other approvals relating to the use of public areas or facilities.
 Lot line or boundary adjustments, sign permits, restaurant sidewalk use permits, home occupation permits, short-plats, water and sewer hook-ups, land clearing permits, grading permits, and building and other construction permits, which are categorically exempt from environmental review under Chapter 43.21C RCW, or for which environmental review has been completed in connection with other project permits are excluded from requirements in RCW 36.70B.060 and 36.70B.110 through 36.70B.130, and from the requirements in subsection C through F of this section.
- H. There shall be no more than one open record and one closed record appeal hearing. If not otherwise provided by code, hearings may be combined to meet this requirement. All open record hearings shall be combined before a single hearing body, as shall all closed record appeal hearings. The designated hearing body shall be the entity with the greatest level of discretionary authority. For purposes of this provision, the city council has greater discretionary authority than the planning commission, which has greater discretionary authority than the board of adjustment. (Ord. 2706 § 2 (part), 2005; Ord. 2381 § 1A3—1A9, 1995)
- I. In the event that the city council finds that the information provided during the one open record hearing before the planning commission is insufficient to enable them to make a determination, the council may remand the matter back to the planning commission to re-open the open record hearing for the limited purpose of addressing specific questions as set forth by the council. This remand shall not be construed as creating a second open public hearing, nor used for the purpose of introducing new information except in direct response to the council's questions.

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.04.080 - Severability and savings provision.

A. Should any chapter, section, subsection, paragraph, sentence, clause or phrase of this title be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portion of this title.

B. In the event that any provision or provisions of the comprehensive plan or its implementing development regulations are held to be invalid by the Western Washington Growth Management Hearing Board (board), the policies and rules in place prior to those held to be invalid shall be deemed to be in place except for any part of those policies or rules separately held by the board to be invalid. (Ord. 2381 § 1A10, 1995; Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

- 17.04.090 - Consistency.
- A. A proposed project's consistency with a local government's development regulations adopted under Chapter 36.70A RCW, or, in the absence of applicable development regulations, the appropriate elements of the comprehensive plan or subarea plan adopted under Chapter 36.70A RCW shall be determined by consideration of:
1. The type of land use;
 2. The level of development, such as units per acre or other measures of density;
 3. Infrastructure, including public facilities and services needed to serve the development; and
 4. The character of the development, such as development standards.
- B. In determining consistency, the determinations made pursuant to RCW 36.70B.030(2) shall be controlling.
- C. For purposes of this section, the term "consistency" shall include all terms used in this chapter and Chapter 36.70A RCW to refer to performance in accordance with this chapter and Chapter 36.70A RCW, including but not limited to compliance conformity, and consistency.

D. Nothing in this section requires documentation, dictates an agency's procedures for considering consistency, or limits a unit of government from asking more specific or related questions with respect to any of the four main categories listed in subsections (A)(1) through (4) of this section. (Ord. 2706 § 2 (part), 2005; Ord. 2381 § 1A11, 1995; Ord. 2316 (part), 1994)

(Ord. 2794, § 1(Att. A), 12-15-2008)

Chapter 17.05 - CONCURRENCY

Sections:

17.05.010 - Purpose.

Pursuant to the State Growth Management Act, RCW 36.70A, after the adoption of its comprehensive plan, the city is required by RCW 36.70A.070(5)(e) to ensure that transportation improvements or strategies to accommodate the impacts of development are provided concurrent with the development. In the same vein, the city is bound by the planning goals of RCW 36.70A.020 to ensure that public facilities and services necessary to support development shall be adequate to serve the development without decreasing service levels below adopted minimum standards.

The countywide planning policies (CPPs) restate GMA Goal 12 as follows: "Public facilities and services needed to support development shall be available concurrent with the impacts of development" (CPP 12.7). Public facilities are defined in the GMA as including "street, roads, highways, sidewalks, street and road lighting systems, and traffic signals, domestic water systems, storm and sanitary sewer systems, park and recreational facilities, and schools." Public services are defined in the GMA to include: "fire protection and suppression, law enforcement, public health, education, recreation, environmental protection, and other governmental services" (RCW 36.70A.030).

Urban services are defined in the GMA "to include those public services and public facilities at an intensity historically and typically provided in cities, specifically including storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, public transit services and other public utilities associated with urban areas and normally not associated with rural areas" (RCW 36.70A.030(19)). Concurrency for most urban public facilities and services is assured by the manner in which the city comprehensive plan and its functional plans are integrated, implemented and monitored. The following public facilities and services, termed "concurrency facilities and services," however, need to be analyzed on a site-specific basis: road, water, sewer/septic, stormwater, police, and fire. This chapter describes concurrency management systems for the city. The purpose of these concurrency management systems is to provide a framework for determining facilities and services needs and to provide a basis for meeting those needs through capital facilities planning. An additional purpose is to provide for the evaluation of requests for development to ensure that adequate facilities can be provided within a reasonable time of the development impact. (Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.05.020 - Definitions.

For the purposes of this chapter, the following words shall have the following meanings:

"Adequate" means at or above the adopted level of service standards.

"Available facility capacity" means capacity in a concurrency facility that is currently available for use without requiring facility construction, expansion or modification.

"Concurrency facilities and services" means facilities and services for which concurrency is required in accordance with the provisions of this chapter. They are potable water, sanitary sewer, stormwater management, roads, law enforcement, and fire. The City of Anacortes is the service provider for all of these facilities and services for the entire area within its limits.

"Concurrency test" means the comparison of an applicant's impact on concurrency facilities to the capacity of the concurrency facilities.

"Concurrent with development (concurrent)" means that improvements or strategies are in place at the time of development or that financial commitment is in place to complete the improvements or strategies within six years.

"Development" means any new subdivision, short plat, PUD, binding plot plan, manufactured home park, shoreline permit, conditional use permit, rezone, or building permit.

"Development permit" means a land use or building permit.

"Individual road concurrency" means concurrency based on traditional A through F LOS rankings related to specific road segments and to road intersections.

"Level of service (LOS) standard" means an established minimum capacity of public facilities or services that must be provided per unit of demand or other appropriate measure of need. For transportation, an A through F scale is frequently used to reflect level of service and to designate a LOS standard.

"Six-year transportation improvement program (six-year TIP)" means a plan or schedule showing specific expenditures for transportation capital projects over a six-year period. (Ord. 2756 Att. A (part), 2006; Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.05.030 - Concurrency facilities and services.

A. Development shall be prohibited, and all applications therefore shall be denied, if the development would cause the level of service on a concurrency facility or service to decline below adopted levels of service standards, unless the improvements or strategies to accommodate the new development are made concurrent with the development, subject to the provisions of [subsection 17.05.070(3)]. For potable water, sewer/on-site sewage disposal and stormwater management, only available capacity or capacity that can be provided prior to the actual use of the facility will be used.

B. For concurrency facilities and services the following LOS shall apply:

Facility/Service	Urban LOS
Water	Coordinated water supply plan
Sewer	City sewer plans and ordinances
Stormwater	City stormwater plans and ordinances
Police	One officer per one thousand population or per one hundred acres of developed commercial or industrial property, whichever is greater
Fire	ISO grading of five or better
Road	Skagit/Island regional transportation plan, city transportation plan, and city subdivision, zoning and street improvement ordinances

C. All development approvals shall include a finding as to the application of this chapter, and those approvals for which concurrency improvements are required under this chapter shall be expressly conditioned thereon. If a proposed development would cause the level of service to decline below adopted level of service standards for an affected facility, the proposed development may nonetheless be approved if the zoning administrator finds that an improvement will be completed that will result in meeting adopted level of service standards of all affected concurrency facilities at the time of development, or that a financial commitment is in place to complete the improvement or implement the strategy within six years.

D. When a development is proposed in phases, or construction is proposed to occur over a period greater than three years, concurrency facilities and services impacts shall be reviewed as part of environmental review. In such cases, the city and the proponent of the development shall enter into an agreement identifying the improvements or strategies that will be required with each phase or time period of development to meet the concurrency facilities and service requirements. All implementing permits, including but not limited to subdivision and building permits, shall be conditioned that the improvements identified in the agreement are made concurrent with construction during such phase or time period or that a financial commitment is in place to complete the improvements or strategies within six years of construction. (Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.05.050 - Exemptions.

A. No Impact. Development permits which create no additional impacts on concurrency facilities or services are exempt from the requirements of this chapter. Such development includes, but is not limited to:

1. Any addition or accessory structure to a residence with no change in use or increase in the number of dwelling units;
2. Interior renovations with no change in use or increase in number of dwelling units;
3. Interior completion of a structure for use(s) with the same or less intensity as the existing use or a previously approved use;
4. Replacement structure with no change in use or increase in number of dwelling units;
5. Temporary construction trailers;
6. Driveway, resurfacing or parking lot paving;
7. Reroofing of structures;
8. Demolitions.

B. Exempt Permits. The following development permits are exempt from the requirements of this chapter:

1. Boundary line adjustment under AMC 16.08.070;
2. Final plats (if a concurrency test was conducted for the corresponding preliminary plat permit);
3. Variance.

(Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.05.060 - Administration.

A. The zoning administrator shall be responsible for administration of all provisions of this chapter. All staff reports to the planning commission and city council on development proposals shall include an analysis of the application of the requirements of this chapter.

B. The zoning administrator shall, by administrative order, establish a concurrency facilities concurrency review program, which shall provide for monitoring capacity on concurrency facilities within the city, and assess the cumulative impact of forecasts of approved development upon capacity and anticipated levels of service. (Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

17.05.070 - Concurrency test.

A. Application. All development permit applications are subject to concurrency tests except those exempted in Section 17.05.050. If concurrency tests are conducted for the preliminary plat application, no concurrency tests shall be required for the final plat application.

B. Procedures. The concurrency test for concurrency facilities will be performed in the processing of the development permit and conducted by the planning department.

C. Test. Development applications must comply with either [subsection] (C)(1) or (2) below:

1. If the capacity of concurrency facilities is equal to or greater than the capacity required to maintain the level of service standard for the impact from the development application, the concurrency test is passed and is to be documented by the zoning administrator.
2. If the available facility capacity of concurrency facilities is less than the capacity required to maintain the level of service standard for the impact from the development application, the concurrency test is not passed. The applicant may:
 - a. Accept a ninety-day reservation of available facility capacity on concurrency facilities and modify the application to reduce the need for planned facility capacity on concurrency facilities;
 - b. Accept a ninety-day reservation of available facility capacity on concurrency facilities and demonstrate to the service provider's satisfaction that the development will have a lower need for capacity than usual and, therefore, the available facility capacity is adequate;
 - c. Accept a ninety-day reservation of available facility capacity on concurrency facilities and arrange with the service provider for the provision of the additional capacity of concurrency facilities required; or
 - d. Appeal the results of the concurrency test to the board of adjustment in accordance with the requirements for a variance. (Ord. 2528 Att. A § 17 (part), 2000)

(Ord. 2794, § 1(Att. A), 12-15-2008)

CITY OF ANACORTES, WASHINGTON

RESOLUTION NO. 1895

A RESOLUTION of the City of Anacortes, Washington, adopting a non-binding policy: (1) concerning budget allocations for street condition improvement projects, (2) endorsing the creation of a Transportation Benefit District; and (3) setting priority list street condition improvement projects.

I. RECITALS

WHEREAS, the setting of operations and capital budgets by the City of Anacortes ("City") requires that the City Council ("Council") in conjunction with the Mayor and the administrative staff, and while taking account the valuable input from citizens, carefully assess community needs, accurately ascertain the amount and sources of revenue and prudently establish operational and capital priorities and allocations; and

WHEREAS, the City's Capital Facilities Plan ("CFP") includes evidence indicating a need for a coordinated cost efficient approach to street resurfacing improvements that could be funded by a TBD; and

WHEREAS, the Capitol Asset & Pavement Services' report dated October, 2013 describes in general the need for street resurfacing in the City, identifies City streets that are below average condition compared to other cities in the State with similar characteristics and sets forth strategies for street resurfacing programs, including funding alternatives; and

WHEREAS, the Council finds it to be in the best interests of the City to improve the condition of the city streets; and

WHEREAS, the Council desires to establish a comprehensive and balanced policy for a funding strategy to be used as a guide in future budget determinations of revenue and the allocation of expenditures for street condition improvement projects; and

WHEREAS, on April 21, 2014, and July 7, 2014, the City Council conducted public hearings in accordance with RCW 36.73.050, regarding the formation of a Transportation Benefit District ("TBD") in which it considered in detail staff recommendations and staff-provided information concerning the amount and sources of funds to take undertake a long-term program to improve the condition of the City's streets; and

WHEREAS, the priority list of streets is subject to change due to circumstances that may occur from time to time; and

WHEREAS, the Council finds that establishment of a TBD would, in part, enable the City, in conjunction with the process for the adoption of its annual capital budget and annual updates to

the CFP, to consider and allocate funds required for City street resurfacing in a coordinated, efficient manner; and

WHEREAS, the Council finds that the City's arterial street system is the maintenance priority; and

WHEREAS, the Highway 20 spur / Commercial Avenue [South of 12th Street] / Oakes Avenue corridor is the maintenance responsibility of the State of Washington Department of Transportation; and

WHEREAS, the City desires to reduce the damage to newly paved street surfaces, by coordinating utility maintenance and repair; and

WHEREAS, the costs for large pavement rehabilitation projects are extremely variable; and

WHEREAS, in light of the foregoing, the Council wishes to establish a guiding policy for funding street condition improvement projects in the future;

NOW THEREFORE, THE ANACORTES CITY COUNCIL DOES RESOLVE:

- A. Beginning with the 2015 annual budget and annually thereafter the Council will consider allocation of the following sources and amount of funds for pavement maintenance and overlay projects within the City. The Council concludes that the appropriate annual target allocation amount, cumulatively from all sources, for such construction projects is approximately \$1,100,000.00, [which if targeted at arterials, is expected to increase the arterials Pavement Condition Index by 18 points from 67 to 85 over the next ten years].

The Council will annually budget for that target allocation amount from the following funding sources, in descending order of priority, until the target allocation amount is achieved:

1. The entirety of the net proceeds from any TBD vehicle license fee, currently estimated to be approximately \$300,000 annually.
2. Fully 100% of the "prilled sulfur" funds received from the Port of Anacortes, currently estimated at approximately \$150,000 annually.
3. At least 66% of the solid waste utility tax collected, currently estimated at approximately \$200,000 annually.
4. At least \$250,000 from Real Estate Excise Tax revenue.

5. Remaining dollars from general revenue (e.g. property taxes, sales taxes, and other non-restricted revenues allocated to the City Current Expense Fund), currently estimated at \$200,000 annually.
- B. The City will establish and collaborate with a Transportation Benefit District as allowed by Chapter 36.73 RCW.
- C. The City will place a priority on maintaining its minor arterial system, followed by its collector street system and finally by the residential street system.
- D. The City will consider the condition of the utility system when prioritizing street maintenance projects.
- E. The City will link major street repairs with utility maintenance programs to prevent damage to newly paved street surfaces.
- F. The City will leverage street maintenance funds with utility funds when incorporating necessary street repairs in utility repair / replacement.
- G. The City will continue to seek external funding opportunities for street improvements.
- H. The City will perform a pavement inspection and rating cycle that would allow for the inspection and rating of all City streets every two years.
- I. During the annual Capital Facilities Plan process the City will consider, amend and approve a multi-year pavement management plan based on projected funding and the goals of this resolution. Recognizing that priorities may change and opportunities may result in projects taking place not within the following list the current top reconstruction projects are, in no order of precedence, as follows:
 1. D Avenue / A Avenue Corridor
 2. 32nd Street
 3. Commercial Avenue – north of 12th Street and south of Highway 20 Roundabout
 4. 6th Street
 5. Anacopper Mine Road
 6. Reservation Road
 7. 4th Street Corridor
 8. R / Q Corridor
 9. M Avenue
 10. Skyline Way
- J. The Council hereby acknowledges that it cannot and should not attempt to impose on itself, the Mayor or the TBD Board any mandatory budget decisions or list of capital

projects. Rather, the foregoing policy, consisting of budget allocation goals and street condition improvement projects, is not meant to be binding on the Council when adopting the City budget, approving the CFP or deciding what if any capital projects to undertake or on the TBD Board when adopting its budget, determining appropriate revenue sources and the undertaking of transportation-related capital projects. It is the intent of the Council hereby to provide its best judgment in articulating a policy, which it hopes the future Councils, the Mayor, and TBD Board will take into account as each undertakes its duties.

PASSED AND APPROVED by the City Council this 21st day of July, 2014.

CITY OF ANACORTES



Laurie Gere, Mayor

ATTEST:



Steve D. Hoglund, City Clerk/Treasurer

Approved as to Form:



Bradford E. Furlong, WSBA #12924
City Attorney



City Council Agenda Bill

Meeting Date: 7/5/2016 **Agenda Item:** 6b

Subject: 2016 Comprehensive Plan Update final review and discussion

Staff Contact: Libby Grage, Planning Manager

Approved for Submittal to Council by	
	Laurie Gere, Mayor
x	Don Measamer, PCED Director

Action Type	
	Ordinance No.
	Code Revision?
	Resolution No.
	Contract
	Public Hearing
	Staff Report
x	Discussion

Summary Statement: At the last Council meeting, the City Council requested a list of issues potentially warranting additional discussion. Please see the attached memo for this information.

Background: The City is conducting a periodic update of its Comprehensive Plan as required by the Growth Management Act. The final public hearing regarding the 2016 Comprehensive Plan update was held on June 27, 2016.

Budget Impact	
Amount Budgeted	
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: A public hearing was held by Council on June 20 and June 27, 2016.

Competing Viewpoints Considered: Please see public comments and public comments/responses matrix on the [website](#).

Recommended Motion: N/A

Alternative Actions: N/A

Attachments (listed in order presented):

[Staff memo dated 7/5/16](#)

[Draft 2016 Comprehensive Plan](#)



DEPARTMENT OF PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT

DATE: July 5, 2016
TO: Anacortes City Council
FROM: Planning, Community & Economic Development
SUBJECT: 2016 Comprehensive Plan Update final review & discussion

Background

On June 27, 2016 the public hearing regarding the 2016 Comprehensive Plan update was closed and the public comment period ended. Council indicated that they would like to have additional discussion at the July 5, 2016 meeting and requested staff provide a list of topics that may warrant further discussion.

Staff has reviewed the public testimony from the last two public hearings and written comments received over the last few weeks and has summarized the issues below to assist in guiding the 7/5/16 discussion.

Potential Further Discussion Topics

Page	Item	Discussion Topic	Comments
I-67	Table CF-1	Level of Service for Fire Protection	Information will be presented by Fire Chief Richard Curtis at the 7/5/16 CC meeting.
I-75	Policy U-8.8	U-8.8. The City may not enter into any contracts for the sale of water in excess of 1,000,000 gallons per year to any non-municipal or non-residential water reseller for a term longer than five years.	The policy was added during the 5/24/16 special meeting for purposes of receiving public comment. The Anacortes Chamber of Commerce provided comments suggesting deletion of this policy (#224). Staff notes that the proposed limitations on quantity and contract term may discourage location or expansion of various businesses, such as wineries or breweries, if they are included in the definition of "water reseller". If this policy is retained, staff recommends defining that term.
I-30	Subarea Plans	The Port of Anacortes suggests adding to the current list in this section a subarea plan for the development of a "transitional zone" or other mechanism that would balance the operation needs of the Port's marine terminal and nearby industrial, manufacturing, and commercial marine businesses with the needs of adjacent businesses.	
I-37	Goal ED-4	The Port of Anacortes recommended the following new policy addition:	

Page	Item	Discussion Topic	Comments
		<u>“Support Anacortes’ deep water port along the Guemes Channel to ensure our community continues to benefit from this competitive advantage”.</u>	
I-48	PR-2.4	The Port of Anacortes recommended a revision to Policy PR-2.4 as follows: <i>PR-2.4: Maintain Develop a public boat launch adjacent to the downtown area.</i>	
I-62	T-3.18	The Port of Anacortes recommended revising Policy T-3.18, which currently reads: <i>T-3.18 - Encourage the Port of Anacortes to provide more transient boat moorage. The City is willing to partner on this effort as it benefits the economy of the downtown area.</i>	Port comments indicate that the existing transient moorage slips are infrequently filled to capacity; recommends partnering with the City to reduce vacancy at existing moorage rather than adding more transient moorage.
II-44	Ec. Dev. Element Background Info	The Port of Anacortes recommended adding reference to the deep water port and resulting competitive advantage to the Marine Industry Conditions summary.	
I-36	ED-3.2	The Chamber of Commerce recommended the following revision to Policy ED-3.2: <i>ED-3.2 <u>Actively work with business and tourism associations as well as other local organizations to establish a brand for Anacortes to</u> Eestablish a brand for Anacortes as a recognizable tourist destination.</i>	
I-37 & II-44	ED-4.7 & Background Info	The Chamber of Commerce recommended adding policy language regarding fostering a local business climate that supports the long-term economic competitiveness of the March Point Refineries.	
I-28	LU-9.7(C)	The Chamber of Commerce recommended language addition to Policy LU-9.7c adding language for consistency with the Economic Development Element of the Comp Plan.	
I-17 - 18	Table LU-1	Jimmy Blais, MJB Properties requested that the Marine Mixed Use designation description include residential uses as a primary use.	
I-27	LU-8.3(B) & (C)	Jimmy Blais, MJB Properties objected to LU-8.3(B) and (C) regarding preservation of the barge channel and industrial waterfront at 22 nd St., and stated that calling out a single property for these uses was commensurate with a regulatory taking.	
I-15, I-16; II-13	Proposed Land Use Designation Changes Map Letter P	Medical Overlay Boundary location	If Council decides to retain the current boundary as shown in the FLUM, future refinements to the overlay boundary (e.g., expanding to the north, south, or relocating farther west from Commercial Ave.) can be accomplished through development regulation amendments.
I-15; I-16	Proposed Land Use Designation	R2 and R3 minimum lot size reductions	Staff has received many inquiries from the public regarding when the lot size reductions will take effect. The adoption of the Comp. Plan itself does not change

Page	Item	Discussion Topic	Comments
	Changes Map Letters A & B		the development regulations applicable to property. The current direction in the plan is to explore options for reducing min lot sizes, which can be accomplished through future development regulation updates and rezoning processes.
II-13	Proposed Land Use Designations Changes Map Letter Y	1.5 blocks zoned LM bounded by 4 th , 5 th , M & N	The current plan direction is to explore establishing a transition zone with possible live/work options that preserves a buffer between Old Town residential and current Industrial uses. This will require additional public process, possible future FLUM amendment and development regulation updates. Could add Special Topics to Explore stating this in Table LU-1 under the LM designation.

Staff Recommendation

As noted, the public hearing and public comment period ended at the close of the public hearing on June 27. Staff recommends that any proposed changes to the current draft of the plan remain within the scope of the be consistent with the exceptions listed in RCW 36370A.035(2).

Should the City Council choose to consider changes to the plan that are outside of the scope of the alternatives that have been available for public review and comment, RCW 36.70A.035(2) provides for additional public review and comment requirements:

(2)(a) Except as otherwise provided in (b) of this subsection, if the legislative body for a county or city chooses to consider a change to an amendment to a comprehensive plan or development regulation, and the change is proposed after the opportunity for review and comment has passed under the county's or city's procedures, an opportunity for review and comment on the proposed change shall be provided before the local legislative body votes on the proposed change.

(b) An additional opportunity for public review and comment is not required under (a) of this subsection if:

- (i) An environmental impact statement has been prepared under chapter [43.21C](#) RCW for the pending resolution or ordinance and the proposed change is within the range of alternatives considered in the environmental impact statement;
- (ii) The proposed change is within the scope of the alternatives available for public comment;
- (iii) The proposed change only corrects typographical errors, corrects cross-references, makes address or name changes, or clarifies language of a proposed ordinance or resolution without changing its effect;
- (iv) The proposed change is to a resolution or ordinance making a capital budget decision as provided in RCW [36.70A.120](#); or
- (v) The proposed change is to a resolution or ordinance enacting a moratorium or interim control adopted under RCW [36.70A.390](#).



City Council Agenda Bill

Meeting Date: 7/5/2016

Agenda Item: 8d

Subject: Water Rights – Seasonal Transfer Application

Staff Contact: Fred Buckenmeyer, Darcy Swetnam

Approved for Submittal to Council by	
x	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
x	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
	Resolution No.
	Contract
	Public Hearing
x	Staff Report

Summary Statement: While no drought is anticipated during the 2016 growing season in Skagit County, staff proposes the City prepare for the potential of a drought later in the season by applying for a seasonal transfer of water rights to Districts 15 and 22 which would provide access to the City's oldest 15 CFS water right if a drought emergency is declared.

Background: During the 2015 drought emergency, the City provided access to Diking and Irrigation Districts 15 and 22 to the City's oldest water right. The Districts pumped water directly from the Skagit River, which they would not have otherwise been able to do as their water rights are subject to the instream flow rule. The process to allow that transfer involved lengthy discussions with the Department of Ecology, the Districts, other stakeholders in the County, and analysis of City water rights.

After the 2015 season was over, the Districts reached out to the City to better plan for the 2016 season and potential drought conditions. The City hosted two meetings with stakeholder groups, which included the Governor's Office, Department of Agriculture, Department of Ecology, Department of Fish and Wildlife, Skagit County, PUD, WWAA, Districts 15 and 22, and the Swinomish Tribe. During those discussions, City leaders shared a willingness to help agriculture again in case of drought emergencies, but that a larger discussion of water rights in the basin needs to involve all stakeholders and seek a long-term solution. The Department of Ecology proposed the City complete a seasonal change application to more efficiently allow a transfer of City water rights in case of a drought. Ecology does not anticipate that a drought will be declared in Skagit County this year.

Budget Impact	
Amount Budgeted	N/A
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	

Previous Council/Committee Action:

Competing Viewpoints Considered:

Recommended Motion: I move that we authorize Mayor Gere to execute the Seasonal Change Application to the Department of Ecology to provide access to the City's 15 CFS water right for Districts 15 and 22 in the case of drought emergency.

Alternative Actions: Do not submit the application.

Attachments (listed in order presented): Draft Application, PowerPoint Presentation



STATE OF WASHINGTON

SEASONAL CHANGE APPLICATION

☐ GROUND WATER ☒ SURFACE WATER (OFFICIAL USE)WRIA _____

A NON-REFUNDABLE \$50.00 FILING FEE PAYABLE TO THE DEPARTMENT OF ECOLOGY MUST ACCOMPANY THIS APPLICATION

****IF MORE SPACE IS NEEDED, ATTACH ADDITIONAL SHEETS (PLEASE PRINT OR TYPE CLEARLY IN INK)****

1. APPLICANT INFORMATION:

APPLICANT/BUSINESS NAME City of Anacortes	PHONE NUMBER (360) 299-1950	FAX NUMBER (360) 293-1938
ADDRESS 904 6th Street		
CITY Anacortes	STATE WA	ZIP CODE 98221

CONTACT NAME (IF DIFFERENT FROM ABOVE) Fred Buckenmeyer, Public Works Director	PHONE NUMBER ()	FAX NUMBER ()
ADDRESS		
CITY	STATE	ZIP CODE

2. WATER RIGHT INFORMATION: (One water right per application)

WATER RIGHT OR CLAIM NUMBER CG1-*03767C (aka GWC-3959-A)	RECORDED NAME(S) City of Anacortes
DO YOU HOLD LEGAL TITLE TO THE RIGHT TO BE CHANGED? ☒ YES ☐ NO	
IF NO, PROVIDE OWNER(S) NAME:	

3. POINT(S) OF DIVERSION/WITHDRAWAL:

A. EXISTING

SOURCE	#	¼	¼	SEC.	TWP.	RGE.	PARCEL #	WELL TAG #
Skagit River	1	SW	NW	13	34N	3E		

B. PROPOSED

SOURCE	#	¼	¼	SEC.	TWP.	RGE.	PARCEL #	WELL TAG #
Skagit River - See attached map Point SF1	1	SW	SE	36	34N	3E		
Skagit River - See attached map Point NF1	1	SE	SW	2	33N	3E		
Skagit River - See attached map Point NF2	1	SE	NW	10	33N	3E		
Skagit River - See attached map Point NF3a	1	SW	SW	9	33N	3E		
Skagit River -DID #15	1	NE	NE	2	33N	3E		
DO YOU OWN THE EXISTING AND/OR PROPOSED POINT(S) OF DIVERSION/WITHDRAWAL? EXISTING ☒ YES ☐ NO PROPOSED ☐ YES ☒ NO – IF NO, PROVIDE OWNER(S) NAME: DID #15, CDID #22								

Please include copies of all water well reports involved with this proposal. Also, if you know the distances from the nearest section corner for the above point(s) of diversion/withdrawal, please include an attachment.

Please send payments to:

**DEPARTMENT OF ECOLOGY
CASHERING OFFICE
PO BOX 47611
OLYMPIA, WA 98504-7611**

4. PLACE OF USE:
A. EXISTING

LEGAL DESCRIPTION OF LANDS WHERE WATER IS PRESENTLY USED:						
Areas served by the City of Anacortes and Public Utility District No. 1 of Skagit County, as indicated in the Skagit County Coordinated System Plan Designated Water Service Areas map dated September 1992, revised September 1, 1996.						
1/4	1/4	SEC.	TWP.	RGE.	COUNTY	TOTAL # OF IRRIGATED ACRES
DO YOU OWN ALL THE LANDS IN THE EXISTING PLACE OF USE? ☐ YES ☐ NO – IF NO, PROVIDE OWNER(S) NAME:						

B. PROPOSED

LEGAL DESCRIPTION OF LANDS WHERE WATER IS PROPOSED TO BE USED:						
No change, existing place of use includes areas served by Skagit County DID #15 and CDID #22						
1/4	1/4	SEC.	TWP.	RGE.	COUNTY	TOTAL # OF IRRIGATED ACRES
DO YOU OWN ALL THE LANDS IN THE PROPOSED PLACE OF USE? ☐ YES ☐ NO – IF NO, PROVIDE OWNER(S) NAME:						

Attach a detailed map of your proposed seasonal change. The map should show existing and proposed point(s) of diversion/withdrawal, place of use and any other features involved with this application. Also, for irrigation purposes, you must indicate on the map those lands that will not be irrigated within the original place of use.

ARE THERE ANY PENDING APPLICATIONS, WATER RIGHTS OR CLAIMS RELATED TO THE SAME PROPERTY AS THE ONE PROPOSED FOR CHANGE? ☐ YES ☒ NO – IF YES, PROVIDE THE NUMBER(S):
--

Please attach copies of any documentation that demonstrates consistent, historical use of water since the right was established. This may be included in your irrigation plan.

5. REMARKS AND OTHER RELEVANT INFORMATION:

Applicant requests that diversion pursuant to this application be for only specified times of day based on tidal fluctuations to protect water levels in the Skagit River. Specifically, the applicant requests that DID #15 and CDID #22 be able to divert water for a period of time no longer than 3 hours immediately prior to high tide through 3 hours immediately following high tide, twice daily. The diversion schedule will provide no more than 12 hours of diversion time each day. Transfer is subject to governor-declared drought emergency and Anacortes City Council approval.
--

6. SIGNATURES:

I certify that the information above is true and accurate to the best of my knowledge. I understand that in order to process my application, I grant staff from the Department of Ecology access to the above site(s) for inspection and monitoring purposes. If assisted in the preparation of the above application, I understand that all responsibility for the accuracy of the information rests with me.

_____ (Applicant)	_____/_____/_____ (Date)
_____ (Water Right Holder)	_____/_____/_____ (Date)
_____ (Land Owner(s) of Existing Place of Use)	_____/_____/_____ (Date)



2016 Water Rights

Update and Seasonal Change Application



Issue

- Should City Council Authorize the Mayor to Execute Application to Department of Ecology for Seasonal Change of Water Rights from Anacortes to Irrigation District 15-B and Diking Improvement District 22 in case of drought?

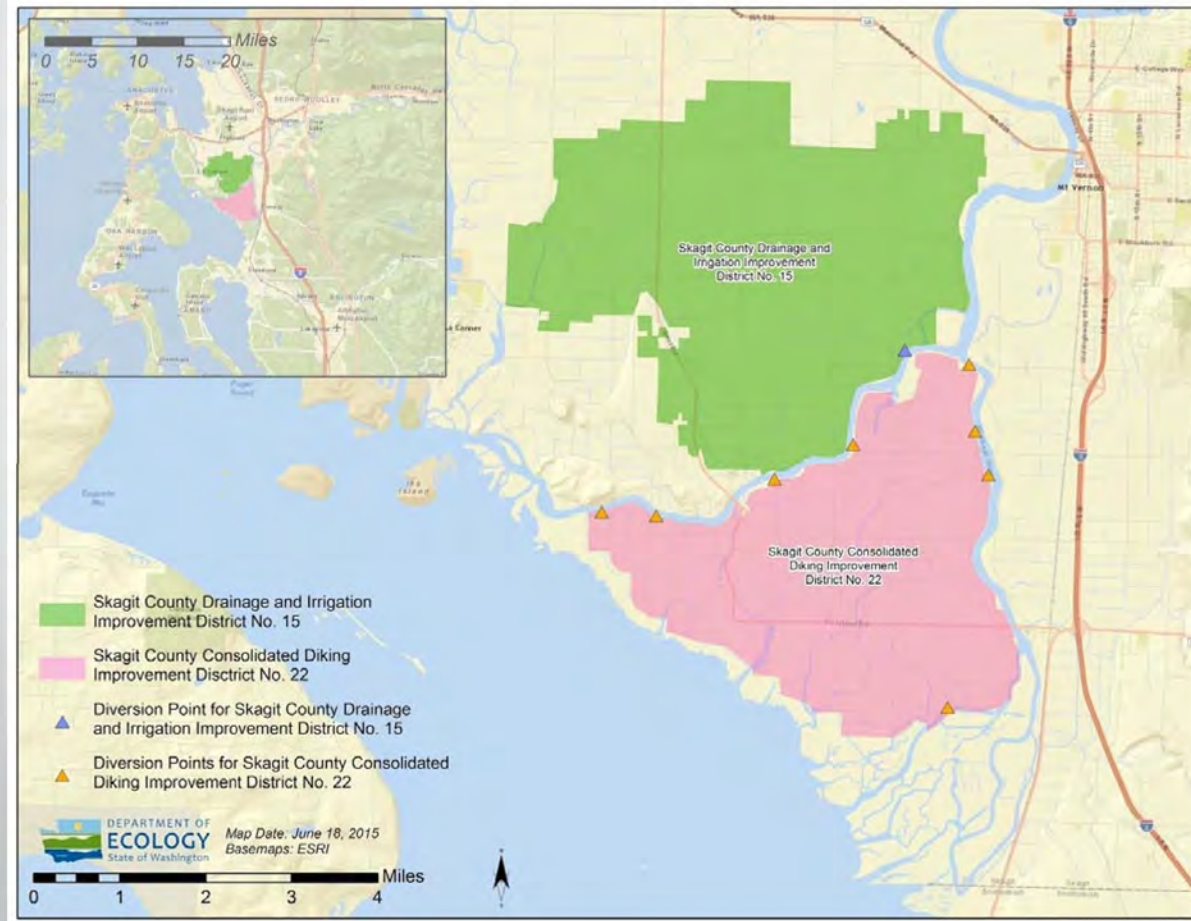
Recap 2015 Background

- May 15, 2015: Governor declared drought emergency
- June 22, 2015: Council authorized Mayor to submit application to Ecology for Emergency Change Authorization, allowing Irrigation and Dike Districts 15 and 22 to divert water from the lower Skagit River under the City's oldest 15 CFS water right
- June 30, 2015: Department of Ecology issued Drought Change Authorization
- July 13, 2015: Fully executed contracts with the Districts for use of City's and PUD's water rights

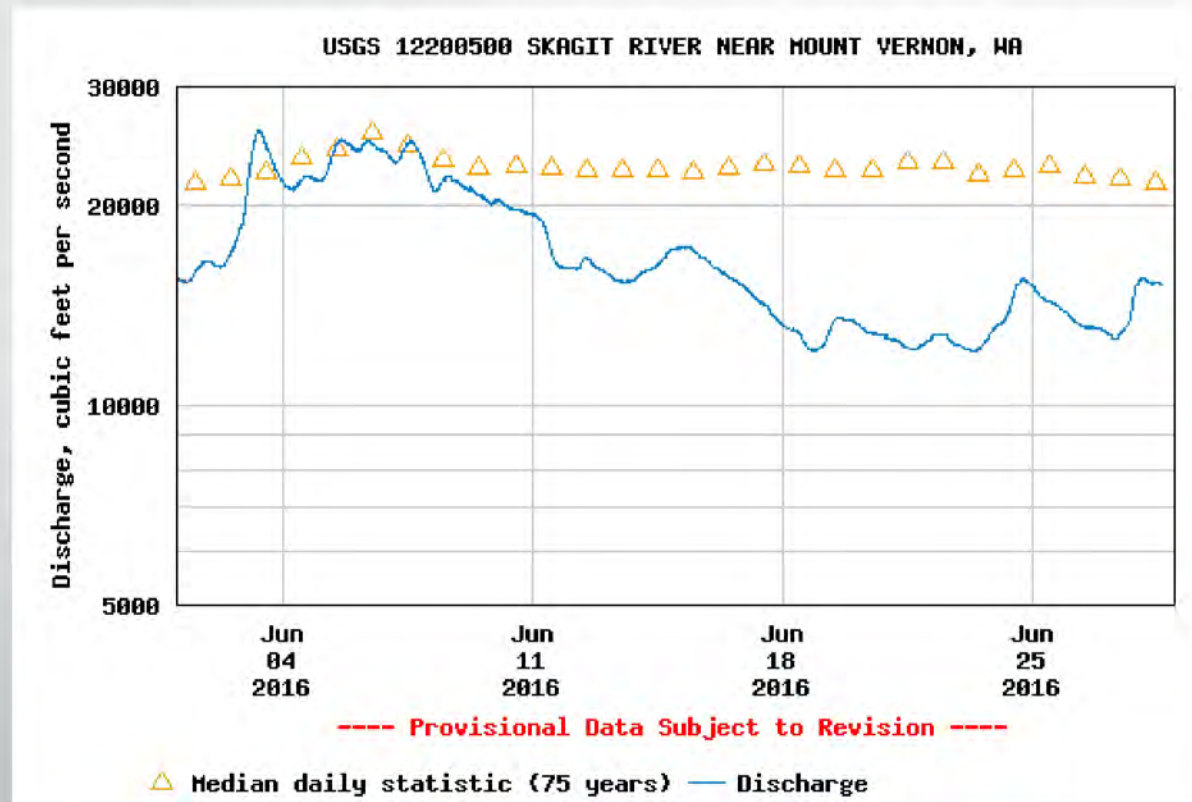
Subsequent Request

- Fall of 2015: City received requests from Western Washington Agricultural Association Director for additional transfers of water for next couple years until a long-term solution is reached
- December 15, 2015: Meeting with Governor's Office, Department of Agriculture, Fish and Wildlife, Department of Ecology, WWAA, Districts, PUD, County, and Swinomish on WWAA's request. Ecology suggested Seasonal Water Transfer for next couple years
- January 13, 2016: Second meeting with state and local stakeholders. Parties discussed short-term and long-term solutions to demands on water resources
- Spring 2016: Discussions between City, PUD, WWAA, and Ecology on options
- Late-June 2016: City talked with Ecology about water levels and seasonal transfer options

Requesting Districts



Instream flows - June



Current Application

- No drought declared or anticipated for 2016
- Seasonal Change Application through Ecology for this season only
- Only effective if drought declared
- If drought is declared, would allow Districts to draw from Skagit River using City's oldest 15 CFS water right



2016 Water Rights

Update and Seasonal Change Application



Issue

- Should City Council Authorize the Mayor to Execute Application to Department of Ecology for Seasonal Change of Water Rights from Anacortes to Irrigation District 15-B and Diking Improvement District 22 in case of drought?

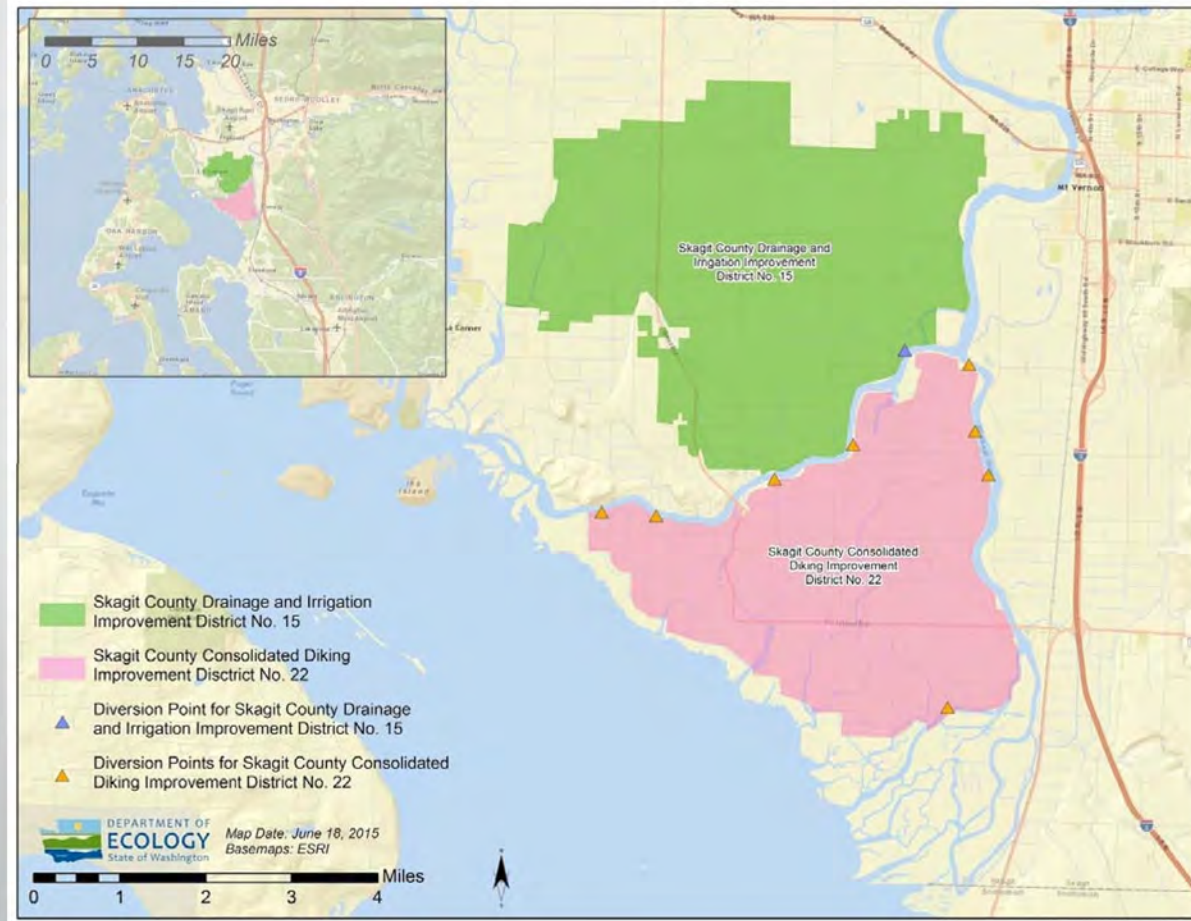
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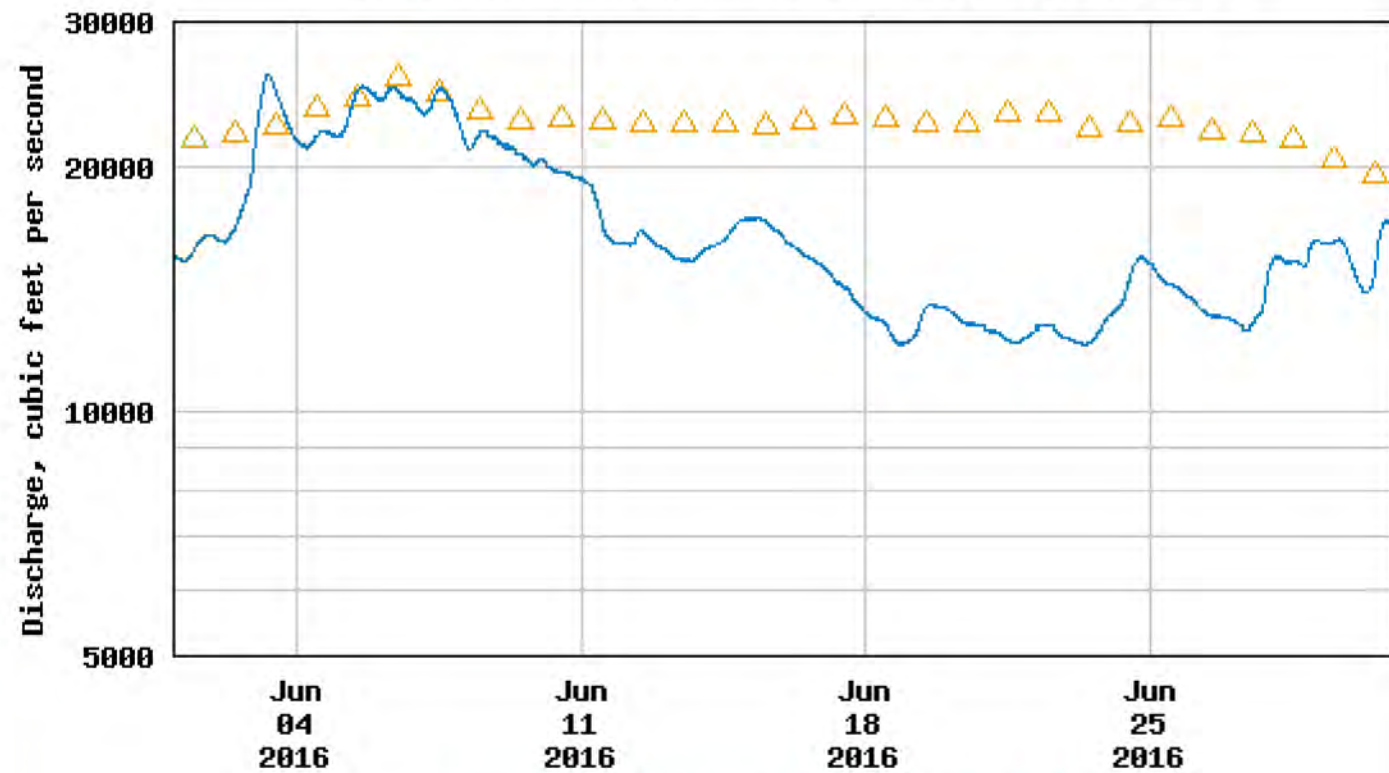
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Requesting Districts



Instream flows - June

USGS 12200500 SKAGIT RIVER NEAR MOUNT VERNON, WA



Current Application

- No drought declared or anticipated for 2016
- Seasonal Change Application through Ecology for this season only
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- If drought is declared, would allow Districts to draw from Skagit River using City's oldest 15 CFS water right



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 11, 2016

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

July 11, 2016

Executive Session (2 Hours) per RCW 42.30.110 (b, c) : Potential Real Estate Transaction

July 18, 2016

- Public Hearing: Ordinance 2979/Resolution 1963: Stormwater Utility Monthly User Fee Rate and Code Update (Discussion/Possible Action)
- Ordinance ____: Adopting 2016 Comprehensive Plan
- Solar Grant Update (Discussion/Possible Action)
- Tourism Promotion Planning Committee Strategic Plan Presentation (Discussion/Possible Action)

July 25, 2016

- Medical Marijuana Update (Discussion)
- Washington State Parks Clean Vessel Program Presentation by Al Wolslegel (Discussion)
- Fire Equipment Rental Fund - Non Fueled Equipment Policy (Discussion/Possible Action)
- Finance Update (Discussion)

August 1, 2016

- Update: Hazardous Materials Response and LOS for Anacortes

August 8, 2016

August 15, 2016

August 22, 2016

September 6, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Tuesday, Jul 5, 2016, 5:00 PM, Public Works Director's Office
- Public Safety, Tuesday, Jul 5, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Housing Affordability and Community Services, Thursday, Jul 7, 2016, 1:30 PM, Main Floor Conference Room (Parks Office)
- Planning, Monday, Jul 11, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jul 13, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Personnel, Monday, Jul 18, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Public Works, Monday, Jul 18, 2016, 5:00 PM, Public Works Director's Office
- Tourism Promotion and Strategic Planning, Thursday, Jul 21, 2016, 4:30 PM, Anacortes Public Library
- Planning, Monday, Jul 25, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
