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Anacortes City Council NOTICE OF SPECIAL MEETING

June 13, 2016
4:30 p.m. – 5:30 p.m.

Municipal Building Council Chambers
6th Street and "Q" Avenue

NOTICE IS HEREBY GIVEN that the Anacortes City Council will hold a special meeting on Monday, June 13, 2016 at 4:30 p.m. for the purpose of attending the Community Budget Open House for the 2017/2018 biennial budget. The public is invited to participate in conversations with Mayor, City Council members and City staff in a drop-in open house format.

Council will take no final action at this meeting.

Published: June 8, 2016

**Distribution: City Council
Media**

If reasonable accommodation of a disability is needed please contact Cherri Kahns at 299-1950 at least 48 hours prior to this meeting.



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

June 13, 2016
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Finance Committee Report
 - b. Planning Committee Report
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of June 6, 2016
 - b. Approval of Claims in the amount of: \$459,623.82
 - c. Resolution 1964: Write Off Uncollectable Accounts
6. **Public Hearings**
 - a. * Public Hearing: Proposed Water Use Efficiency Goal (WUE) (Discussion/Possible Action)
7. **Other Business**
 - a. Marine Tech Schools Update (Discussion)
 - b. * Hearing Examiner Options (Discussion)
 - c. * Updated Resolution 1946: Setting Fire Protection Level of Service Standard and Non-Binding Budget/Revenue Allocation (Discussion/Possible Action)
8. **Executive Session (30 Minutes) per RCW 42.30.110 (b, c)**
 - a. Potential Real Estate Transaction
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 TUESDAY, June 14, 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.

TUESDAY, June 14, 2016

Special Meeting: 2017/2018 Budget Planning Session, 4:00-8:00 p.m., City Council Chambers

June 20, 2016

- Public Hearing: 2016 Comprehensive Plan Update (Discussion)
- Ordinance 2979/Resolution 1963: Stormwater Utility Monthly User Fee Rate and Code Update (Discussion/Possible Action)

June 27, 2016

- Continued Public Hearing: 2016 Comprehensive Plan Update

July 5, 2016

Special Meeting: 4:00 PM Site Visit, Haddon Road Plat & PUD (East of Whistle Lake Road)

- Closed Record Public Hearing, PUD-2016-1001, Haddon Road 13 Lot Plat & PUD
- 2016 Comprehensive Plan Update: Final Review/Draft Ordinance

July 11, 2016

- Medical Marijuana Update

July 18, 2016

- Ordinance ____: Adopting 2016 Comprehensive Plan
- Solar Grant Update (Discussion/Possible Action)

July 25, 2016

August 1, 2016

August 8, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jun 6, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jun 8, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Jun 13, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Tourism Promotion & Strategic Planning, Thursday, Jun 16, 2016, 4:30 PM, Anacortes Public Library Meeting Room
- Public Works, Monday, Jun 20, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jun 22, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Jun 27, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Personnel, Monday, Jul 18, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)

City Council Minutes – June 6, 2016

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

Mr. Walters moved, seconded by Mr. Johnson, to excuse the absence of Mr. Miller. The motion passed unanimously by voice vote.

Mayor Gere announced that the Agenda Item 3d, Finance Committee Report, had been deleted and that in lieu of that report the Parks Department would make a presentation. Mr. Johnson asked to move Agenda Item 7a, Anacortes Railway Presentation, forward on the agenda. Councilmembers unanimously agreed to consider Agenda Item 7a immediately before the Consent Agenda.

Announcements and Committee Reports

AWWA Meter Madness Award: Water Treatment Plant Manager Jeff Marrs announced that plant supervisor Mario Gonzales had participated in a contest hosted by the Northwest Washington Subsection of the American Water Works Association and had placed third in the recent Pacific Northwest Section competition in Boise. Mr. Marrs introduced NWW Subsection President Bridget August who presented an award to Mr. Gonzales. Ms. August explained the mission of the association and the affordable and high quality training it provides to water industry professionals. She also presented a plaque to Mayor Gere in recognition of the city's support of the AWWA.

Proclamation: General Aviation Appreciation Month: Mayor Gere read a statement proclaiming June 2016 General Aviation Appreciation Month in Anacortes and inviting all citizens to recognize the occasion.

Mayor Opens 2017/2018 Budget Cycle

Mayor Gere kicked off the 2017/2018 budget cycle, noting that this would be the first biennial budget for Anacortes. Finance Director Steve Hoglund summarized the upcoming events for the 2017/2018 budget process including the June 13, 2016 public open house in Council Chambers 4:30-5:30 p.m. and the City Council special meeting for budget planning with staff 4:00-8:00 p.m. on Tuesday, June 14, 2016 in Council Chambers. He referenced the additional budget materials posted on the city website.

Finance Committee Report: The May 25, 2016 Finance Committee meeting was cancelled so there was no report.

Recreation Manager Director Dustin South thanked the Anacortes Yacht Club for its support and assistance hosting the district youth sailing regatta and the national youth sailing regatta, both held in Anacortes in May. Mr. South explained the huge undertaking and success of the events. Mr. South presented the Club with a plaque in recognition of its support of the youth sailing program in Anacortes and the recent regattas. Steve Orsini accepted the plaque on behalf of the club. He thanked the mayor for welcoming the sailors at both regattas and noted the large number of out of town participants who enjoyed Anacortes hotels and restaurants during the competitions.

Housing Affordability and Community Services Report: Ms. Lovelett reported from the committee meeting the prior Thursday regarding organization and developing a work plan. She advised that Bill Henkel from Community Action of Skagit County would be a guest at the committee's July 7 meeting.

Mayor Gere reported that she had attended the Housing Affordability Leadership Group meeting the prior week with a broad spectrum of stakeholders from around the county. She said the group would be focusing on two projects, establishing quality multifamily housing in Mt. Vernon and a permanent supported services shelter including case management. She said the New Wilson Hotel in Anacortes was cited as an example of a successful affordable housing initiative.

Mr. Johnson reported he would be attending the Housing Data Dashboard Focus Group on June 15.

Public Works Committee Report: Mr. Johnson reported from the committee meeting earlier in the evening at which the group considered the stormwater utility rates to be discussed later in the evening. He said staff also updated the committee on design options for the 3MG water tank project and the NoaNet fiber optic network.

Public Comment

No one present wished to address the Council.

Consent Agenda

Ms. Lovelett removed Item 5d, Contract Award: Install Rapid Flashing Beacons, from the Consent Agenda.

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

- a. Minutes of May 23, 2016 and May 24, 2016
- b. Approval of Claims in the amount of: \$643,238.16
- c. Resolution 1962: Emergency Declaration - Sanitary Sewer Repair between 24th & 26th Streets East of Island Hospital

The following vouchers/checks were approved for payment:

Voucher (check) numbers: 80648 through 80781, total \$638,430.89

EFT numbers: 203849 through 204612, total \$13,516.59

- d. Contract Award: Install Rapid Flashing Beacons

Ms. Lovelett inquired where the beacons would be installed. Public Works Director Fred Buckenmeyer replied that the flashing beacon pedestrian crossings would be installed at the intersections of 32nd Street and M Avenue, 12th Street and H Avenue, and Oakes Avenue and Kansas Avenue. Ms. Lovelett moved, seconded by Mr. Johnson, to approve the contract award to install rapid flashing beacons. The motion passed unanimously by voice vote.

Anacortes Railway Presentation

Brooks Middleton, 4419 H Avenue, and his colleague Per Kefgen reported on the project to reactivate the Tommy Thompson train and narrow gauge railway. Mr. Middleton displayed a map of the proposed Phase I route which followed the historic route of standard gauge trains from 4th to 11th Streets largely along Market Street. He said that part of the route was on Port of Anacortes property and part was on City of Anacortes property. He reported that Port Commissioners unanimously approved the train's use of their property the prior Thursday. Mr. Middleton shared a presentation summarizing his group's proposal and discussed the potential tourism draw of the train and the feasibility investigation already completed. He said the Anacortes Railway is a registered non-profit with a certified steam train operator and community support to maintain the train. He anticipated that the railway would be self-supporting including maintaining insurance. Mr. Middleton addressed concerns about the permanence of the infrastructure, saying that both the train and the tracks could relatively easily be moved if required. He cited widespread community support for the railway and the wealth of experience available locally. He requested permission to run the train on city property and also to construct a secure shelter for the train adjacent to the tracks, possibly east of the W.T. Preston.

Mayor Gere asked Planning Director Don Measamer what the next steps might be. Mr. Measamer discussed insurance requirements, a letter of understanding with the city addressing use of right of way

and maintenance of the train, and wetland mitigation along the proposed route. Mr. Measamer asked if Council wished for staff to begin drafting a letter of understanding.

Mr. Middleton responded to councilmember questions about potential locations for a train shed. Ms. Lovelett reported from the discussion of the topic at prior Depot master planning meetings. She agreed there was widespread interest in finding solutions to reactivate the train as a tourist attraction and educational opportunity at virtually no cost to the city. Mr. Johnson, Ms. Pickett, Mr. Adams and Mr. Archibald supported the concept. Mr. Walters did not. Mayor Gere concluded that the majority of the councilmembers present would like Mr. Measamer to begin investigating a memorandum of agreement with the Anacortes Railway.

PUBLIC HEARINGS

Open Record Public Hearing, SPL-2015-0006, 38th Street Short Plat, Appeal of Administrative Decision

Mayor Gere opened the open record public hearing on the appeal of the administrative decision approving SPL-2015-0006, 38th Street Short Plat. The Mayor advised this was a quasi-judicial hearing before the Council which was acting as the appellant body reviewing the administrative decision of the Planning Director. She asked City Attorney Darcy Swetnam to address the hearing procedures and the standard to be used in evaluating the appeal.

Ms. Swetnam advised that during this quasi-judicial hearing Council should restrict its review to the issues raised by the appellant in her appeal. Ms. Swetnam explained that the standard of review in this matter was substantial evidence so if the administrator's findings were supported by substantial evidence (sufficient evidence to persuade a fair minded person of the truth or correctness of the decision) his decision should be affirmed and the appeal denied; if the administrator's approval was not supported by substantial evidence the appeal should be granted. She explained that the substantial evidence standard gives some deference to the administrator for his expertise in local rules and procedures.

Mayor Gere summarized the Appearance of Fairness Doctrine. She then asked councilmembers to indicate if they had any interest in the property or the application or if they owned property within 300 feet of the subject property; if they stood to gain or financially benefit as a result of the outcome of the hearing; if they could hear and consider the application in a fair and objective manner; and if they had engaged in any ex parte communication with the proponents or the opponents and if so, to disclose the substance of such communication so that interested parties could rebut them.

Ms. Lovelett stated that the subject property is adjacent to land owned by her parents so she would recuse herself from participating in the hearing. Ms. Lovelett left the Council Chambers.

No other councilmembers made disclosures.

Mayor Gere asked if anyone in the audience wished to challenge any councilmember's participation on the basis of the Appearance of Fairness Doctrine. No one present raised a challenge.

Associate Planner Kevin Cricchio summarized the project, referring to his slide presentation included in the packet materials for the evening. He said the 9-lot short plat was reviewed and approved by the administrator. He addressed the site and surrounding zoning and land uses, acreage of the project, density calculations, lot size, the application chronology, noticing, critical areas, tree preservation, SEPA environmental review, transportation, notice of decision, appeals received and appeals withdrawn. Mr. Cricchio quoted the six assignments of error raised in the appeal. He advised that the staff response to each assignment was included in the staff report in the packet. Mr. Cricchio displayed aerial photos of the area and the short plat map and said the civil plans indicated the street access for each lot.

Mr. Johnson noted the Kelly appeal had been withdrawn and asked for clarification of the location of the unimproved K Avenue right of way. Mr. Measamer pointed out the unopened right of way west of Lots 2, 1 and 9. He said a building permit application had been filed for Lot 2 showing a driveway access onto the

K Avenue right of way and a neighbor had appealed the short plat because of that but that the applicant had worked out a paved access on that road to reduce dust concerns so the appeal had been withdrawn. Mr. Measamer said the building permit had not been issued and was not subject to the present appeal.

Mayor Gere then opened the hearing for public comment. She asked that everyone who wished to speak stand and be sworn in. Sara Holahan, Pam Allen, John Ravnik and Steve Nicol stood, raised their right hands, and swore to affirm and tell the truth in the testimony they were about to give. Mayor Gere reminded the speakers to provide a full name and address for the record, keep remarks to 10 minutes, restrict comments to appeals of the 38th Street short plat, and provide any physical evidence to staff to be marked with an exhibit label.

Mayor Gere invited the appellant to the microphone to present her appeal and provided 15 minutes for her to do so.

Sara Holahan, 1511 38th Street, presented her appeal, referring to her slide presentation which was added to the packet materials for the evening. She said the scope of the short plat was radically out of scale with the neighborhood and argued that the preliminary plot map showed too many lots for the acreage and the conditions. She focused her presentation on minimum setback requirements in the rules for short cul-de-sacs, stormwater drainage plan, and landscaping and tree protection. She cited AMC 16.32.020, Short cul-de-sac, said the proposed cul-de-sac is longer than 150 feet, and asked for clarification on how the length of short cul-de-sacs are measured. She also expressed concern that Lot 9 would be later subdivided, creating more than the allowed six lots on the short cul-de-sac, and objected that the addresses for the lots were not included in the short plat application. Ms. Holahan then cited setback requirements from AMC 17.36.060 and indicated on a sketch in her presentation that Lots 2 and 3 would not have setbacks consistent with that code. She also objected that Lot 2 would not have 30 feet of street frontage. Ms. Holahan next addressed stormwater which she said runs down 38th Street from Ace of Hearts Park. She reviewed DOE mitigation criteria and argued that the short plat's proposed bioswale is not large enough, and is also located where the sidewalk should be. Ms. Holahan then turned to the tree preservation plan. She said some of the trees that would be saved according to the plan would in fact be damaged if K Avenue was improved to provide driveway access. Ms. Holahan objected that the landscaping shown on the plan overlaps the bioswale. She also objected that the proposed location of sidewalks did not include a 6-foot planted median separating the sidewalk from curb and gutter as specified in AMC 16.32.020, Pedestrian Facilities. Ms. Holahan concluded that the short plat needed further review including specifications for the drainage plan, increase in the biofiltration area, confirmation that lots meet minimum setbacks, sidewalk and landscaping plans to include a planting strip along 38th Street, and additional tree planting to account for trees that would be lost due to an inadequate tree preservation plan.

Mayor Gere then invited the applicant to respond.

Pam Allen, 14435 Jura Place, responded to a few points in the appeal, referring to her slide presentation which was added to the packet materials for the evening. She explained the prior configuration of homes on the property, then demonstrated on a site plan that the proposed short plat was surrounded by many 7500 SF lots which meet the minimum lot size of the R2 zone. Regarding parking, Ms. Allen displayed drawings showing that the proposed lots would provide more than the required two off street parking spaces per lot. Ms. Allen said key points of the short plat included lack of critical areas, a strong tree preservation plan, and conformance with minimum lots size and maximum density per AMC 17.36.050 and AMC 17.36.070. Ms. Allen concluded by noting the shortage of housing for working families, first time home buyers and seniors. She asked that the appeal be denied and the project be allowed to move forward.

John Ravnik, 1633 Lindamood Lane, Burlington, civil engineer for the applicant, addressed some of the concerns raised in the appeal including drainage, new road and the widening of 38th Street. He related the investigation of infiltration and detention requirements per the original DOE standards and said the city engineering staff did not want a detention facility included in the short plat but rather treatment of water quality so stormwater could eventually drain into the bay. He said the wording "bioinfiltration and rain

garden” came from city staff, not the applicant. The applicant is instead proposing biofiltration, using DOE criteria. He said the proposed bioswale exceeds the DOE criteria except the 100-foot minimum length, which the engineering department had accepted. Mr. Ravnik displayed civil drawings showing the proposed storm drainage improvements along 38th Street and a runoff interceptor trench to protect adjoining properties. Mr. Ravnik then addressed measurement of the cul-de-sac length, saying that City engineering staff had told him to measure from the south edge of 38th Street. He said the “extra 8 feet” alleged by the appellant had no material effect but that the cul-de-sac would be moved 8 feet if the city so directed. Finally, Mr. Ravnik explained why the sidewalk was proposed to be installed adjacent to the street.

Steven Nicol, 904 South Third Street, Mount Vernon, attorney representing the applicant, enumerated how all six issues raised by the appeal were adequately addressed by the conditions imposed by the Planning Department as part of the preliminary approval. Mr. Nicol noted that on May 23, 2016 the appellant had responded to staff comments on the appeal. He said he objected to that response, that it was effectively an additional appeal filed after the appeal deadline, and that it was material. Mr. Nicol said the short plat was consistent with all the requirements of the R2 zone and so the appeal should be denied. Mr. Nicol also argued that the setbacks on flag Lot 2 were correct per code, quoting from the code and describing the applicant and staff interpretation of what would be the front yard and side yard on that lot. In response to a question from Mr. Archibald, Mr. Measamer said the proposed Lot 2 was typical for flag yard setbacks in town. He noted that the code is silent on the application of setbacks on flag lots. Mr. Nicol added that AMC 16.32.020 says sidewalks “normally” rather than “shall” have a planted median. Mr. Nicol concluded that his client was willing to mitigate any legitimate problem and meet any legal requirement.

Mayor Gere then opened the floor to public comment, asking speakers to limit comments to three minutes. She asked everyone who wished to speak to stand and be sworn in. Wil Houppermans and Sean Bell stood, raised their right hands, and swore to affirm and tell the truth in the testimony they were about to give.

Wil Houppermans, 3412 K Avenue, said everyone should have the definition of the relevant terms available to them on line. He said front yard setbacks are measured over the full width of the lot, the width of the lot is parallel to the frontage, and on Lot 2 that goes from the left to the right.

Sean Bell, 1511 38th Street, addressed drainage which he said he had been studying for 20 years. He said Fidalgo soils have very poor infiltration and that DOE grants to the City to act on DOE’s behalf to understand and plan for drainage. In relation to pollutants moving from one property to another, DOE has final say. Mr. Bell asked what DOE stormwater plan the City of Anacortes was using and that the Planning Department address how it would implement the new regulations that go into effect January 2017.

No other members of the public wished to address the Council.

Mayor Gere allowed the appellant and the applicant each five minutes for rebuttal.

Ms. Holahan expressed concern with the engineer’s presentation. She also clarified that she had not requested a sidewalk planting median in the cul-de-sac, only along 38th Street.

Mr. Nicol said that per the AMC, front yard is the open space between buildings and the front property line and the code was what everyone had to go by. In relation to the length of the cul-de-sac, he said the measurement specification varies between jurisdictions and the Planning Director should do it the way it’s been done in the past to be consistent. Mr. Nicol clarified that the combined side yard setbacks on Lot 5 meet the code requirement of 15 feet.

Mr. Walters asked about reconfiguring lots so Lot 4 could access 38th Street and Lot 2 could cease to be a flag lot. Mr. Ravnik explained that was not possible because Lot 4 access to 38th would be within 50 feet of M Avenue.

No one else wishing to speak, at 8: 24 p.m. Mayor Gere closed the public hearing and advised that Council would deliberate on the appeal with no more comment from interested parties unless Council had questions. She said Council could make a decision or postpone to a later date.

Mr. Measamer clarified that the measurement of the cul-de-sac was from the south edge of 38th Street pavement to the center of the cul-de-sac. Steve Lange, Engineering Technician, said he measured from the right of way line of 38th Street to the center of the cul-de-sac, since the pavement did not always match the right of way. He said he'd seen it done that way elsewhere.

Mayor Gere asked each councilmember to speak in turn with any questions or comments.

Mr. Johnson clarified the short cul-de-sac standard with Mr. Measamer and estimated that the cul-de-sac was 160' long.

Ms. Pickett had no questions.

Mr. Adams asked if Lot 9 could have a duplex built on it. Mr. Measamer said that would require a conditional use permit in the R2 use zone. Mr. Adams said he would not want to see that lot split in the future.

Mr. Archibald asked for confirmation of the cul-de-sac length. Mr. Measamer pointed out that the conditions of tentative approval required maximum 150 feet so the applicant would have to achieve a 150 foot maximum to be granted final plat approval. Ms. Swetnam concurred.

Ms. Pickett said the project would look very like the rest of the neighborhood when viewed from 38th Street, that the short plat met lot size and density requirements in the code, and that there was no reason to sustain the appeal.

Mr. Johnson asked about the sidewalk planting issue raised by the appellant. Ms. Swetnam said AMC 16.32.020 allows the city engineer to modify or eliminate the separation where warranted. Mr. Lange explained that the sidewalk alignment along 38th Street would eventually change when the properties to the east were built out.

Mr. Walters explained why he saw no reason to grant the appeal on the grounds of drainage, tree preservation, consistency with the comprehensive plan, or sidewalks. He raised the question of required developed street frontage for Lot 2. Mr. Measamer explained the current conflict in the code between AMC 16.20.040 which requires 30 feet of road frontage and AMC 17.36.110 which requires 20 feet of street frontage. Mr. Walters argued that Title 16 governing subdivisions was more applicable. He said he found no reason to sustain the appeal for any of the identified issues except the flag lot and required frontage on 38th Street.

Mr. Walters moved, seconded by Mr. Archibald, to have the City Attorney draft Findings of Fact and Conclusions of Law that reject the appeal for each of the issues except the question of the required frontage onto 38th Street and remand the application to the department for re-evaluation based on a requirement for 30 feet of street frontage. Ms. Swetnam clarified that the motion included a requirement of 30 feet of street frontage for the entire depth of the flag "pole".

Ms. Pickett asked for a legal opinion on requiring 30 feet of frontage if 20 feet had been typically used on past projects. Ms. Swetnam confirmed that a conflict existed in the code and said that Council was not bound by past interpretations if those interpretations were incorrect. She said Council could direct that the correct interpretation would be a 30-foot width for the entire depth of the flag "pole". Mr. Measamer observed that many codes include a provision that in the case of conflict, the most restrictive interpretation applies. In this case, 30 feet of frontage would be the most restrictive.

Vote on motion by Mr. Walters: Ayes – Walters and Archibald. Nays – Johnson, Pickett, and Adams. Motion failed.

Ms. Pickett moved, seconded by Mr. Johnson, to deny the appeal. Vote: Ayes – Johnson, Pickett and Adams. Nays – Walters and Archibald. Motion carried.

At approximately 9:07 p.m. Mayor Gere called a 5-minute break. She announced that the remaining public works agenda items would be postponed to a future meeting and that Ordinance 2980 establishing a moratorium on PUD applications would be considered after the break.

Ms. Lovelett returned to the Council chambers.

At approximately 9:12 p.m. the mayor called the meeting back to order.

Public Hearing: Proposed Water Use Efficiency Goal (WUE)

Due to the late hour this agenda item was postponed to a future meeting.

OTHER BUSINESS

Ordinance 2979/Resolution 1963: Stormwater Utility Monthly User Fee Rate and Code Update

Due to the late hour this agenda item was postponed to a future meeting.

Ordinance 2980: Establishing a Moratorium on the Receipt and Processing of Planned Unit Development Applications

Ms. Swetnam opened a discussion on possibly establishing a moratorium on accepting and processing new applications for planned unit developments (PUDs). Referring to her slide presentation included in the evening's packet materials, Ms. Swetnam quoted the relevant AMC sections. She listed the five PUD applications submitted to the city since 2014 and summarized the current procedures for processing PUD applications. Ms. Swetnam explained the primary reasons for considering a moratorium including unclear procedural rules and the lack of standards for approval of PUDs. She provided some examples of PUD criteria from other jurisdictions. Ms. Swetnam cited RCW 36.70A.390 and RCW 35A.63.220 which allow the city to establish a moratorium for up to six months subject to specified public hearing and work plan requirements. She outlined staff's plan for updating the PUD code as part of the new Title 19 of the Anacortes Municipal Code and indicated a six-month time frame was anticipated. Ms. Swetnam outlined the features of the proposed moratorium, which would go into effect immediately, would set a public hearing August 1, 2016, and would not apply to PUD applications already accepted and deemed complete by staff at the time of adoption of the moratorium.

Council engaged in considerable discussion regarding PUD applications currently pending and potentially in preparation. Mr. Measamer advised that two complete PUD applications were currently in process and would continue to be processed under the existing code. He said he was aware of two others that developers were assembling for eventual submission, one of which had already been reviewed at two DRG meetings. Councilmembers agreed on the need to proceed without delay to develop the new PUD code and noted that if a moratorium were established it could be terminated as soon as the code was ready, which could be sooner than six months. Mr. Walters emphasized that the proposed moratorium was not in response to any particular project.

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

Patrick O'Hearn, 11039 Post Drive, spoke in support of the moratorium. He said a six-month moratorium and revised code would provide developers with more certainty and very little inconvenience.

Allen Schroeder, 4819 Portalis Way, said he was working on an 8-lot PUD and was preparing to submit it following two DRG meetings already held. Mr. Schroeder estimated he would be able to complete and

submit the application in a couple of weeks. He noted that time is money and said a little bit of grace period to get an application in would be appreciated.

Bert Clay, 4927 Portalis Way, expressed concern about short notice and said he just found out about the proposed moratorium the prior Friday. He clarified with Mr. Measamer that amendments to existing PUDs would not be subject to the moratorium. Mr. Clay questioned targeting PUDs specifically when many aspects of the development code needed revision. He also described real estate market cycles and said a moratorium of up to a year could push new PUD projects out beyond the growth market and stymie the expansion of the housing supply in the community.

No one else present wished to address the Council.

Councilmembers discussed with Ms. Swetnam various options for slightly delaying the start of the moratorium. Mr. Johnson and Mayor Gere noted the need to provide adequate notification to the community of such changes.

Mr. O'Hearn returned to the microphone and noted that every PUD application that was accepted before the moratorium went into effect was one more PUD that would be processed under the problematic old code.

Mr. Schroeder returned to the microphone and said he needed just a little more time to submit his complete application. He said he would prefer clear guidelines under new code but that his PUD would be beneficial to the community and would be worth considering before the moratorium went into effect.

Mr. Adams moved, seconded by Mr. Johnson, to adopt Ordinance 2980 establishing a moratorium on the receipt and processing of Planned Unit Development applications effective 30 days after approval. Vote: Ayes – Adams and Johnson. Nays – Walters, Pickett, Lovelett and Archibald. Motion failed.

Mr. Walters moved, seconded by Ms. Pickett, to approve Ordinance 2980 establishing a moratorium on the receipt and processing of Planned Unit Development applications as presented.

Mr. Adams moved, seconded by Ms. Lovelett, to amend the motion to establish the moratorium effective two weeks from approval. Vote: Ayes – Adams, Lovelett, Archibald, Johnson and Pickett. Nays – Walters. Motion carried.

Vote on amended motion: Ayes – Lovelett, Archibald, Johnson, Walters, Pickett and Adams. Motion carried.

There being no further business, at approximately 10:00 p.m. the Anacortes City Council meeting of June 6, 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 June 13, 2016 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
204880	6/7/2016	226384	08765	A WORKSAFE SERVICE INC	PRE-PLACEMENT DRUG TESTS - HIBMA & YOUNDERIAN	\$104.00
204626	5/23/2016	57764	00003	A-1 MOBILE LOCK AND KEY	DUPLICATE KEYS FOR PROTEST WEEKEND	\$16.28
204809	5/24/2016	890422/1	00021	ACE HARDWARE	FASTENERS	\$3.91
204663	5/31/2016	890957/1	00021	ACE HARDWARE	ZIP TIES - WA PARK	\$5.07
204753	6/1/2016	891067/1	00021	ACE HARDWARE	DEPOT CLEANING SUPPLIES	\$60.96
204862	6/6/2016	891453/1	00021	ACE HARDWARE	PATROL SUPPLIES; FINGERPRINT KIT SUPPLIES	\$33.18
202706	3/29/2016	Exec March Visa	05765	ADRIFT	MARCH LUNCH MEETING AND FUEL FOR MEETING IN SEATTLE	\$12.21
204793	6/1/2016	300-10008782	05987	ALL BATTERY SALES & SERVICE	PART FOR VEH #610	\$389.95
204792	5/31/2016	50003188	07004	ALTEC INDUSTRIES	SERVICE ON VEH #602	\$893.06
203733	4/5/2016	7966645	08811	AMAZON.COM	FOG JUICE FOR SMOKE MACHINE, VELCRO	\$64.13
204693	4/24/2016	116-6225292-9588246	08811	AMAZON.COM	TEA	\$21.76
204708	4/25/2016	102-9590349-4071402	08811	AMAZON.COM	LYSOL DISINFECTING WIPES	\$8.69
204720	4/25/2016	1020868217-1877027	08811	AMAZON.COM	D BATTERIES	\$12.90
204709	4/25/2016	109-6682296-9909027	08811	AMAZON.COM	TEA	\$2.41
203748	4/27/2016	1078640	08811	AMAZON.COM	WALL-MOUNTED FILE	\$16.60
204737	4/28/2016	7298614	08811	AMAZON.COM	KEY TAGS	\$6.62
203856	4/29/2016	105-8011933-6374607	08811	AMAZON.COM	SHOP VACUUM	\$214.20
204866	4/29/2016	1236261	08811	AMAZON.COM	FLARES FOR CERT TRAILER	\$35.73
204863	5/1/2016	2218602	08811	AMAZON.COM	MEGAPHONE FOR CERT TRAILER	\$57.49
204738	5/1/2016	2886624	08811	AMAZON.COM	5 SHELVING UNITS, STAINLESS HANGERS,	\$1,007.72
204860	5/1/2016	8018611	08811	AMAZON.COM	TWO MINI FRIDGES FOR AMBULANCE DRUGS	\$88.70
204795	5/1/2016	8191412	08811	AMAZON.COM	HOCKEY TAPE, CELL HOLSTER, KEY TAGS,	\$78.47
204945	5/2/2016	104-5575925-6013840	08811	AMAZON.COM	HEAVY DUTY TV WALL MOUNTS -IT	\$47.97
204949	5/5/2016	104-0266444-4998637	08811	AMAZON.COM	NAME BAGS ID HOLDER FOR APD	\$12.99
204950	5/6/2016	104-0511850-9517823	08811	AMAZON.COM	PHONE HOLSTER & BELT CLIP - STREET	\$29.90

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204725	5/6/2016	105-2766144-4729838	08811	AMAZON.COM	AAA BATTERIES	\$6.93
204731	5/6/2016	109-8683488-7988251	08811	AMAZON.COM	D BATTERIES	\$15.96
204952	5/11/2016	110-2741444-7525867	08811	AMAZON.COM	SYBA UNIVERSAL VGA TO HDMI ADAPTER	\$74.22
204563	5/11/2016	amazonprime	08811	AMAZON.COM	AMAZON PRIME MEMBERSHIP	\$99.00
204223	5/16/2016	112-0018050-9353807	08811	AMAZON.COM	POWER SMITH LED WORK LIGHTS - 10000 LM	\$307.47
204224	5/16/2016	112-1839836-3430661	08811	AMAZON.COM	PAPER TOWELS	\$75.66
204226	5/16/2016	112-2307006-6280225	08811	AMAZON.COM	SOEH INDICATOR TO DETECT MOLYBDENUM	\$73.19
204734	5/17/2016	4268247	08811	AMAZON.COM	TOWELS AND BATH MATS FOR EACH STATION,	\$367.81
204959	5/18/2016	104-1669870-3811420	08811	AMAZON.COM	REPLACEMENT FILTER FOR EZH2O FILLING	\$359.28
204694	5/20/2016	102-3628027-5286621	08811	AMAZON.COM	SHIPPING PACKING TAPE	\$18.74
204706	5/20/2016	106-5100770-7649819	08811	AMAZON.COM	D BATTERIES	\$14.97
204697	5/20/2016	113-9384157-3944228	08811	AMAZON.COM	HEFTY TRASH BAGS	\$13.78
204696	5/20/2016	115-6642330-6342669	08811	AMAZON.COM	C BATTERIES	\$11.14
204690	5/23/2016	111-7188966-2901832	08811	AMAZON.COM	NON DAIRY CREAMER	\$13.09
204691	5/24/2016	116-8593706-0620263	08811	AMAZON.COM	TEA	\$9.81
204736	5/25/2016	8241015	08811	AMAZON.COM	CELL PHONE HOLSTERS	\$15.96
204876	6/1/2016	201781	00155	ANACORTES ANIMAL HOSPITAL	BOARD & DISTRAINER	\$193.40
204770	5/3/2016	23922	00156	ANACORTES PRINTING	PRINTING - CORRECTION NOTICES BUILDING	\$202.90
204871	6/2/2016	23991	00156	ANACORTES PRINTING	PATROL SUPPLIES; LETTERHEAD AND OT SLIPS	\$303.80
204717	5/31/2016	16A03776	00180	ANACORTES TOWING LLC	TOWING; APD CASE 16-A03776	\$162.75
204657	5/31/2016	May Visa expenses	08219	ANTHONY'S RESTAURANT	MAYOR WASH ST FERRY DINNER MEETING	\$32.34
204710	5/25/2016	1988613294	06718	ARAMARK	STA 3 MAT SERVICE: 5/25	\$16.28
204711	5/26/2016	1988615479	06718	ARAMARK	STA 2 MAR SERVICE: 5/26	\$16.28
204712	5/26/2016	1988615480	06718	ARAMARK	STA 1 MAT SERVICE: 5/26	\$16.28
204841	5/30/2016	1988619578	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP - NEW PRICING	\$73.83
204718	6/2/2016	1988626113	06718	ARAMARK	NYLON MATS CLEANED	\$12.90
204794	6/2/2016	1988626122	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$73.96
204844	6/6/2016	1988630191	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP - NEW PRICING	\$73.83

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204923	5/23/2016	93954782	10090	ARROW INTERNATIONAL	EZIO STABILIZERS	\$123.64
204672	5/26/2016	0676872-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES - WA PARK	\$25.06
204754	6/1/2016	0677069-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES CARNEGIE	\$5.25
204699	6/2/2016	0677050-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES	\$21.40
204751	6/2/2016	0677135-001	00306	BAYSHORE OFFICE PRODUCTS	PENS, TAPE AND BATTERIES	\$12.52
204929	6/7/2016	0677318-001	00306	BAYSHORE OFFICE PRODUCTS	CUSTOM STAMP - PAY TO THE ORDER OF	\$75.49
204845	6/2/2016	CDL Beaner	08126	BEANER, TRAVIS	REIMBURSEMENT FOR CDL PHYSICAL TO	\$160.00
204084	5/4/2016	0798 071 0885	06421	BEST BUY ADVANTAGE ACCOUNT	MYWIRELESSTV2	\$193.12
204744	6/1/2016	7004	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
204813	5/12/2016	1463089391	10187	BETTY MILLS COMPANY	WOODEN MOP HANDLES	\$26.43
204859	5/31/2016	216	06414	BLUE COW CARWASH	54 CAR WASHES- MARCH, APRIL, MAY 2016	\$486.00
204746	6/3/2016	ussailingcert	10183	BOLIN, REBECCA	PAYMENT FOR SAILING INSTRUCTOR US SAILING LEVEL 1 CERT	\$390.00
204714	5/22/2016	REIMB	06517	BOWERS, BONNIE W	WASPC CONFERENCE HOTEL STAY; CHEIF BOWERS	\$534.44
204681	5/19/2016	19378	04205	BRAUN NORTHWEST INC	PART FOR VEH #204A	\$134.92
204398	5/20/2016	7004	07456	CABLEORGANIZER.COM, INC - USA	SERVER RACK AND PATCH PANELS	\$758.72
204598	5/24/2016	940799	09961	CARDINAL HEALTH 411, INC.	PHARMACEUTICALS	\$8.10
204891	6/6/2016	976734	09961	CARDINAL HEALTH 411, INC.	PHARMACEUTICALS	\$51.45
204892	6/6/2016	976735	09961	CARDINAL HEALTH 411, INC.	PHARMACEUTICALS	\$12.76
204955	6/7/2016	980824	09961	CARDINAL HEALTH 411, INC.	PHARMACEUTICALS	\$18.28
204889	6/7/2016	1790899037	07390	CASCADE DENTAL	JOHNSON, IVER, DENTAL SERVICES, DOS: 5/31/16	\$206.00
204935	4/30/2016	1565	09946	CASH & CARRY	TEA, HOT COCOA, CIDER FOR APD	\$29.83
204954	5/18/2016	8935	09946	CASH & CARRY	FOOD ITEMS FOR THE ICS MEETING BREAKS	\$42.98
204958	5/18/2016	8968	09946	CASH & CARRY	NAPKINS FOR ICS TRAINING BREAKS	\$3.76
204602	5/28/2016	9485	09161	CLEANER GUYS LLC	STATION 1 - JUNE	\$488.00
204085	5/11/2016	91574734	08491	CLEVERBRIDGE INC	LANSWEEPER STANDARD SOFTWARE	\$395.00
204779	5/25/2016	8498 30 017 0487207	04412	COMCAST	INTERNET FEE CITY HALL 6/5-7/4	\$191.12
204796	5/20/2016	1472037	00632	CONCRETE NOR'WEST	CONCRETE FOR PROJECT AT 13TH &	\$651.00
204742	6/1/2016	0188-472621	03816	CONSOLIDATED ELECTRICAL DIST	CAT 6 WIRE, 1000 FT	\$542.50

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204106	5/11/2016	608285180	04308	COSTCO	STRING LIGHTS FOR DEPOT	\$162.72
204750	5/24/2016	32777333	03830	CROWN AWARDS	PHOTO PLAQUE W/ EXTRA CHARACTERS	\$46.15
204673	5/27/2016	80952	08332	CROWN FILMS	DOG WASTE BAGS	\$598.92
203501	5/24/2016	115309117	04442	DEERE & COMPANY	JOHN DEERE PR 15 GATOR FOR PARKS DEPT.	\$9,651.43
204826	6/1/2016	XJXKKF3F8	03318	DELL MARKETING LP	POWERSHIELD MD3220I SERVER	\$18,497.46
204501	5/25/2016	Veh licensing	00765	DEPARTMENT OF LICENSING	LICENSING VEHICLE #609	\$182.00
204086	5/13/2016	U7076606202	08912	EBAY OR PAYPAL	VICEVERSA PRO 2.5 SOFTWARE	\$471.70
204679	5/25/2016	21213	00841	ECONOWASH LAUNDRY & DRY	UNIFORM CLEANING	\$266.64
204633	5/25/2016	21214	00841	ECONOWASH LAUNDRY & DRY	MAY LAUNDRY	\$813.21
204827	5/31/2016	C15020140M12	10188	EDWARDS, NANCY	REFUND AMBULANCE OVERPAYMENT	\$101.00
204884	5/9/2016	5/9/2016	09771	ENGRAVING AWARDS AND GIFTS	RETIREMENT AWARD - TIDRINGTON	\$440.00
204895	5/27/2016	4317490	00932	FERGUSON ENTERPRISES, INC	MAINTENANCE SUPPLIES - CARNEGIE	\$48.79
204931	5/19/2016	0175463	00950	FIDALGO BAY COFFEE COMPANY	DAYBREAK COFFEE - C/H	\$93.00
204628	5/26/2016	0175640	00950	FIDALGO BAY COFFEE COMPANY	10 LBS COFFEE: 5/26	\$93.00
204732	6/2/2016	0175766	00950	FIDALGO BAY COFFEE COMPANY	COFFEE FOR OPS/PARKS - 20LBS	\$186.00
204890	5/31/2016	05-2016	09816	FIRE SERVICE ENTERPRISE LLC	MAY VOLUNTEER COORDINATION	\$2,220.83
204667	5/23/2016	1135024	00999	FOSTER PEPPER PLLC	WHOLESALE WATER CONTRACT ISSUE NO. 84	\$690.00
204668	5/23/2016	1135047	00999	FOSTER PEPPER PLLC	WATER TREATMENT PLANT MATTER NO. 96	\$17,602.99
204666	5/23/2016	1135048	00999	FOSTER PEPPER PLLC	SEWER UTILITIY ISSUES - MATTER NO. 97	\$1,380.00
204698	5/23/2016	1135059	00999	FOSTER PEPPER PLLC	EMPLOYEE PENSION/BENEFIT ISSUE NO. 99	\$5,143.50
204674	5/18/2016	05202404	01004	FOWLER COMPANY INC, H D	IRRIGATION MATERIALS - STORVIK	\$370.57
204797	6/1/2016	I4226804	01004	FOWLER COMPANY INC, H D	2 1/2" MNST X 2" MIPT BRASS HOSE	\$319.58
204771	5/28/2016	206-188-1822-0627005	07909	FRONTIER	BUSINESS LINE/SUMMARY BILL 5/28-6/27	\$404.23
204854	5/28/2016	253-004-9336-0614005	07909	FRONTIER	APD DS1 LINES	\$357.65
204874	5/28/2016	253-006-0176-1214945	07909	FRONTIER	APD DS1 LINES	\$369.18
204858	5/28/2016	253-009-1310-0919005	07909	FRONTIER	APD FRAME RELAY	\$84.22
204856	5/28/2016	253-011-6037-1018005	07909	FRONTIER	APD VOICE GRADE CIRCUITS	\$40.38
204772	5/28/2016	360-293-0327-0122885	07909	FRONTIER	CITY MAIN PHONE	\$2,290.99

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204849	5/28/2016	360-293-4900-0912865	07909	FRONTIER	APD BAC LINE	\$74.86
204769	5/28/2016	360-299-0953-1017915	07909	FRONTIER	PHONE SERVICE FOR WWTP	\$382.25
204853	5/28/2016	360-588-1422-0822015	07909	FRONTIER	APD BUSINESS LINE	\$286.07
204957	5/28/2016	3602939063	07909	FRONTIER	STA 3 TELEPHONE: 5/28 - 6/27	\$69.32
204804	5/31/2016	231186	01023	FRONTIER BUILDING SUPPLY	PAINT AND PRIMER FOR PLANT DOORS	\$156.42
204700	6/1/2016	10681	07114	FURLONG, BRADFORD	GENERAL PROFESSIONAL LEGAL SERVICES GEMS	\$1,056.29
204701	6/1/2016	10682	07114	FURLONG, BRADFORD	PROFESSIONAL LEGAL SERVICES: WITSCHER	\$116.50
204875	5/25/2016	005447480	00368	GALLS LLC - DBA BLUMENTHAL UNIT	UNIFORM PANTS; TREVINO	\$54.24
204430	5/20/2016	74061206 May	10088	GOTOCITRIX.COM	MONTHLY GOTOCITRIX PAYMENT	\$53.17
204805	5/4/2016	5/4/2016	07231	HOME DEPOT	VANITY LIGHTS - STATION 1	\$130.13
204836	5/24/2016	5/19/2016	07231	HOME DEPOT	LARGE STORAGE TOTES FOR BEDDING	\$509.16
204878	5/25/2016	Civil Service	07935	HUMAN RESOURCES SYSTEMS	CIVIL SERVICE POLICE SERGEANT & FIRE ASSESSMENT CENTERS	\$10,000.00
204648	5/20/2016	16000329 RI 05700	07762	I. KRUGER INC	ACTIFLOW POLYMER	\$17,945.90
204914	5/31/2016	LL.MEADD	01364	ISLAND HOSPITAL	MAY, LIFELINE PAYMENT, MEAD, DAVID	\$64.95
204635	5/20/2016	689456	01421	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE	\$2,973.27
204798	5/18/2016	5038891MB	01530	LAKESIDE INDUSTRIES	1 1/4 & 1/12 GRAVEL	\$101.21
204861	5/25/2016	5038897MB	01530	LAKESIDE INDUSTRIES	5/8 & 3/4 ROCK FOR WATER DEPT.	\$472.63
204864	5/30/2016	5038944MB	01530	LAKESIDE INDUSTRIES	DUMP FEES	\$434.62
204855	5/30/2016	5038950MB	01530	LAKESIDE INDUSTRIES	DUMP FEES	\$74.76
204953	5/9/2016	7010418	09668	LAMP, DAN	REIMBURSEMENT FOR HAIX BOOTS ON SALE	\$244.95
204850	5/31/2016	3090553442	04296	LEXISNEXIS	ON-LINE LEGAL RESEARCH PROGRAM 05/2016	\$262.57
204946	5/27/2016	753517	01588	LIFE ASSIST INC	HIP SLINGS	\$348.61
204951	6/1/2016	753798	01588	LIFE ASSIST INC	MEGAMOVERS	\$204.41
204838	6/7/2016	16-678	04253	LIFE TEK INC	FIRST AID CPR BBP TRAINING - BOB VAUX,	\$340.00
204722	6/2/2016	refund-Locke	08583	LOCKE, KARLA	MEALS AND TRANSPORTATION FOR SIDNEY	\$270.90
204685	5/13/2016	5410	01694	MCCORMACK'S CLASSIC CARS	SERVICE FOR VEH #031A	\$1,272.92
204683	5/18/2016	5411	01694	MCCORMACK'S CLASSIC CARS	REPAIRS TO VEH #014	\$896.64
204684	5/20/2016	5416	01694	MCCORMACK'S CLASSIC CARS	SERVICE FOR VEH #032A	\$836.75
203631	4/28/2016	50932753002	08990	MICHAELS	MESSY ME SUPPLIES	\$39.06
204904	5/31/2016	10052506	10069	NAVIA BENEFIT SOLUTIONS	MAY, FLEXIBLE SPENDING FEE	\$112.05
203732	5/2/2016	689331886	08925	NETWORK SOLUTIONS	DOMAIN NAMES FOR PUBLIC WORKS WEBSITES	\$229.90
204647	5/27/2016	1201873532	08590	NEWEGG BUSINESS INC	TRENDNET TC-CT68 ETHERNET CRIMPER	\$20.99

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204646	5/27/2016	1201873630	08590	NEWEGG BUSINESS INC	HDMI GENER FOR RASPBERRY PIS	\$17.97
204640	5/28/2016	1201874544	08590	NEWEGG BUSINESS INC	3-PRONG NETWORK WIRE PLUGS	\$35.98
204642	5/28/2016	1201874625	08590	NEWEGG BUSINESS INC	FLUKE INTELLITONE PRO 200 LAN TONER/PROBE	\$206.99
204645	5/28/2016	1201874673	08590	NEWEGG BUSINESS INC	FLUKE MS2-100 CABLE VERIFIER MICROSCANNER2	\$480.00
204741	5/31/2016	1201877411	08590	NEWEGG BUSINESS INC	FLUKE NETWORKS D814 SERIES IMPACT TOOL	\$77.76
204928	6/1/2016	16-14048	08938	NORTHWEST SAFETY CLEAN	BUNKER GEAR REPAIR	\$207.25
204579	4/26/2016	0157492-IN	06422	NURNBERG SCIENTIFIC GROUP	BOTTLE DILUTION WM PSF	\$148.51
204385	5/23/2016	0157307-IN	06422	NURNBERG SCIENTIFIC GROUP	BOTTLE DILUTION NM PSF 200 ML - 12 PK	\$130.26
204649	5/10/2016	10284	07844	NW COMMUNICATIONS, INC	INSTALL WTP RADIO UPGRADES - CONTRACT #16-166	\$14,690.79
204414	5/24/2016	L09307-02	10178	ONLINECOMPONENTS.COM	CIRCUIT BREAKER MAGNETIC CIRCUIT	\$91.83
204893	6/7/2016	1500	01986	ORCA INFORMATION INC	BACKGROUND CHECKS, BOLIN & FERRIS	\$90.00
204135	5/12/2016	677702969	01997	ORIENTAL TRADING CO INC	SUPPLIES FOR FANCY NANCY TEA PARTY	\$52.14
204659	5/31/2016	7622	08981	PACIFIC NORTHWEST FIREWOOD	FIREWOOD BUNDLES FOR RESALE	\$1,050.00
204695	6/2/2016	Petty Cash Keri	02088	PETTY CASH FUND	REIMBURSE PETTY CASH FUND KERI	\$244.30
200936	2/4/2016	223220	09661	PHENOVA	WP DISSOLVED OXYGEN	\$170.53
204786	5/31/2016	001-337403	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #510	\$39.87
204785	6/1/2016	001-337454	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #709	\$22.66
204790	6/1/2016	001-337487	02109	PISTON SERVICE OF ANACORTES	PARTS FOR SHOP STOCK	\$140.38
204788	6/2/2016	001-337593	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #610	\$17.56
204787	6/2/2016	001-337595	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP	\$19.08
204789	6/3/2016	001-337756	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #420	\$10.76
204781	6/6/2016	0033582-IN	02199	PUGET SAFETY EQUIPMENT	SAFETY GLASSES - OPEN HOUSE	\$45.57
204677	6/1/2016	808885	08818	REECE, STORMIE	MAY DEPOT CLEANING	\$396.00
204806	5/17/2016	0192019-IN	02260	REISNER DISTRIBUTOR INC	OIL FOR THE PLANT	\$157.93
204689	5/31/2016	CL48356	02260	REISNER DISTRIBUTOR INC	VEHICLE FUEL - MAY	\$17,706.72
204868	5/24/2016	274168	10046	RICHTER, JACQUELINE	PATROL SUPPLIES; CORP PATCHES ONTO UNIFORM	\$9.77
204924	6/1/2016	5042480858	01299	RICOH USA, INC	S/N C86111493 COURT B&W	\$92.75
204926	6/1/2016	5042481079	01299	RICOH USA, INC	Black & White Copies LIB SN C86079893~	\$121.41
204938	6/1/2016	5042481108	01299	RICOH USA, INC	B&W COPIES SN C86138599	\$38.33
204281	5/10/2016	5684-68772981	10169	RISE VISION	RISE VISION VIDEO MONITOR DATA STORAGE	\$130.20

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204835	6/6/2016	16114	10190	SAFETY PROTECTION WAREHOUSE	NOMAX COVERALLS	\$252.85
202707	3/18/2016	Exec March travel	02342	SAFEWAY INC	FUEL FOR MEETING IN SEATTLE	\$26.22
204752	6/1/2016	2454268	02342	SAFEWAY INC	FANCY NANCY TEA PARTY SUPPLIES -	\$61.24
204865	6/2/2016	623057	03768	SAN DIEGO POLICE EQUIP CO INC	PATROL SUPPLIES; AMMO	\$198.77
204944	6/4/2016	June 4, 2016	08270	SARA JOY	REPLACE NAMETAGS	\$48.83
204917	6/7/2016	Reim	02372	SCHUH, EMILY	TRAVEL REIMBURSEMENT & SERVICE CLUB DUES	\$115.00
204658	6/1/2016	Pay Application 1	02383	SCIMITAR CONSTRUCTION	OVERLAY INFRASTRUCTURE IMPROVEMENTS	\$96,110.33
204927	5/31/2016	191884	02389	SEAWESTERN FIRE APPARATUS & EO	CALIBRATION GAS	\$452.53
204906	5/1/2016	A1101047	02405	SEBO'S DO-IT CENTER	CAULK GUN	\$10.84
204913	5/1/2016	B329149	02405	SEBO'S DO-IT CENTER	FASTENERS, STARTING FLUID, BRAKE	\$48.25
204755	5/2/2016	A1140418	02405	SEBO'S DO-IT CENTER	IRRIGATION	\$6.79
204918	5/7/2016	A1103594	02405	SEBO'S DO-IT CENTER	MINERAL OIL, SILICONE, SPRAY BOTTLE	\$25.33
204760	5/7/2016	B329840	02405	SEBO'S DO-IT CENTER	SUPPLIES FOR VOL. PARK MAINTENANCE	\$64.50
204761	5/10/2016	A1104464	02405	SEBO'S DO-IT CENTER	MAUSOLEUM KEYS	\$14.00
204919	5/17/2016	B331168	02405	SEBO'S DO-IT CENTER	DISHWASHER DETERGENT, CLEANER	\$16.24
204920	5/23/2016	B331753	02405	SEBO'S DO-IT CENTER	DISHWASHER DETERGENT	\$5.41
204921	5/24/2016	A1110141	02405	SEBO'S DO-IT CENTER	DRANO	\$8.45
204660	5/25/2016	A1110319	02405	SEBO'S DO-IT CENTER	SHOULDER STRAINER - WP RESTROOM REMODEL	\$6.38
204881	5/25/2016	B331891	02405	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES WTP	\$13.40
204680	5/27/2016	E29758	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #6964	\$38.15
204665	5/28/2016	B332236	02405	SEBO'S DO-IT CENTER	FASTENERS - WA PARK	\$1.00
204661	5/31/2016	A1112400	02405	SEBO'S DO-IT CENTER	STAPLE GUN, PRUNING SAW - ACFL	\$59.57
204662	5/31/2016	A1112435	02405	SEBO'S DO-IT CENTER	IRRIGATION MATERIALS- STORVIK PARK	\$27.34
204757	5/31/2016	A1112600	02405	SEBO'S DO-IT CENTER	EXHIBIT SUPPLIES MHC	\$20.57
204839	6/1/2016	A1112797	02405	SEBO'S DO-IT CENTER	3/4" ADAPTER, OUTLET BOX, GCFI OUTLET,	\$29.86
204671	6/1/2016	B332807	02405	SEBO'S DO-IT CENTER	IRRIGATION MATERIALS - STORVIK	\$39.68
204775	6/1/2016	E29775	02405	SEBO'S DO-IT CENTER	PARTS FOR #11-913 & #13-925	\$235.68
204758	6/2/2016	A1101423	02405	SEBO'S DO-IT CENTER	IRRIGATION	\$22.76
204743	6/2/2016	A1113260	02405	SEBO'S DO-IT CENTER	WIRING PARTS	\$26.76
204756	6/2/2016	A1113340	02405	SEBO'S DO-IT CENTER	OFFICE SUPPLIES CARNEGIE	\$4.56
204730	6/2/2016	B332929	02405	SEBO'S DO-IT CENTER	PARTS FOR WATER DEPT	\$3.75
204784	6/2/2016	C272649	02405	SEBO'S DO-IT CENTER	PART FOR VEH #11-936	\$26.61
204783	6/2/2016	C272650	02405	SEBO'S DO-IT CENTER	PART FOR VEH #11-906	\$29.77
204777	6/2/2016	C272651	02405	SEBO'S DO-IT CENTER	PARTS FOR #11-935	\$26.61
204882	6/7/2016	A1115223	02405	SEBO'S DO-IT CENTER	PART FOR STREET DEPT	\$17.69

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
204800	5/23/2016	650075766	05830	SERVOMEX CO	SCRUBBER ASSEMBLY DETECTOR AND SACHET	\$403.70
204682	5/31/2016	0201561-IN	03844	SIRENNET.COM	PART FOR VEH #610	\$1,087.18
204873	5/6/2016	#429	03902	SKAGIT COUNTY EMS COMMISSION	AUX PATROL; CPR CLASS	\$60.00
204791	6/6/2016	2016	02508	SKAGIT COUNTY LAW LIBRARY	SKAGIT LAW LIBRARY ACCESS	\$50.00
204748	6/1/2016	137720	02476	SKAGIT HYDRAULICS	PART FOR VEH #601	\$612.94
204828	5/25/2016	1460944	02519	SKAGIT PUBLISHING	AA-1460944 PUBLISH ORDINANCE 2975	\$43.78
204829	5/25/2016	1460951	02519	SKAGIT PUBLISHING	AA-1460951 PUBLISH ORDINANCE 2976	\$43.78
204831	5/25/2016	1460955	02519	SKAGIT PUBLISHING	AA-1460955 PUBLISH ORDINANCE 2977	\$43.78
204832	5/25/2016	1461231	02519	SKAGIT PUBLISHING	AA-1461231 NOTICE OF HEARING ON APPEAL SPL-2015-0006	\$123.38
204834	5/25/2016	1461396	02519	SKAGIT PUBLISHING	AA-1461396 NOTICE OF APPLICATION SPL-2016-1002	\$135.32
204676	6/28/2016	289391	02549	SMILEY'S INC	STEEL FOR SINKS - WA PARK	\$26.91
204345	5/19/2016	ARV/29050267	02562	SNAP-ON INDUSTRIAL	PART FOR SHOP	\$642.85
204168	5/12/2016	8950862	10166	SUMMIT RACING EQUIPMENT	METRIC TO HOSE BARB FITTING	\$14.92
200740	2/2/2016	Order	04831	T-SHIRTS BY DESIGN	ANNUAL UNIFORMS: T-SHIRT, HATS AND	\$1,418.10
204675	5/27/2016	160430	04831	T-SHIRTS BY DESIGN	T-SHIRTS - SURVIVOR CAMP	\$293.49
204879	5/6/2016	5/6/16	09991	THE LIMITED	UNIFORM JACKET	\$101.90
204713	6/1/2016	3002581538	03957	THYSSENKRUPP ELEVATOR CORP	CITY HALL FULL MAINTENANCE SERVICE FOR	\$598.85
204925	6/1/2016	3002583467	03957	THYSSENKRUPP ELEVATOR CORP	ELEVATOR CONTRACT: 6/1 - 8/31	\$551.94
204908	6/7/2016	GB00100301	02776	TRANSAMERICA LIFE INS CO	JUNE, LEOFF LONG-TERM CARE INSURANCE	\$354.90
204715	5/20/2016	90803439	06937	TSI INC	ANNUAL CLEAN & CALIBRATION OF PORTACOUNT	\$914.09
204956	5/28/2016	000099E018226	02817	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$11.39
204872	6/4/2016	00005W5A83236	02817	UNITED PARCEL SERVICE	UPS SHIPPING FEES	\$7.25
204678	5/19/2016	114-4039197	04834	UNITED SITE SERVICES	PORTABLE TOILETS FOR THOMPSON TRAIL	\$361.28
204852	5/31/2016	386000156	08528	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 05/01/2016 - 05/31/2016	\$143.00
204851	5/31/2016	6050098	02855	UTILITIES UNDERGROUND LOCATION	LOCATE TICKETS FOR MAY	\$223.30
204830	5/12/2016	5/12/16	10189	VALUE PET SUPPLIES	GALLON SOAP PUMP	\$11.22
204897	5/28/2016	9766176698	07342	VERIZON BUSINESS	WIRELESS CHARGES 4/29-5/28	\$9,271.94
204723	5/4/2016	Red Robin	02896	VISA	SUBSISTENCE: DEM MEETING	\$12.22
204883	5/11/2016	5/11/2016	02896	VISA	SUBSISTENCE FOR MARINE TRAINING - JB	\$50.52
204886	5/12/2016	5/12/16	02896	VISA	SUBSISTENCE FOR MARINE FIRE TRAINING -	\$121.00
204843	5/22/2016	5/22/16	02896	VISA	SUBSISTANCE FOR TEXAS REFINERY TRAVEL	\$42.99
204483	5/23/2016	QGWOKBXJR	02896	VISA	SHIPPING FEE FOR TP DISPENSERS @ WA PARK	\$46.00

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
204869	5/5/2016	5/5/16	10191	VISTAPRINT	BUMBER STICKERS FOR VOLUNTEERS	\$88.73
204656	5/31/2016	May Visa	09391	WALGREENS	EXECUTIVE MAY VISA CHARGES	\$15.17
204867	4/19/2016	DUES 2016-00512	02917	WASH ASSN OF SHERIFFS	WASPC ASSOCIATE DUES; CAPTAIN SMALL	\$75.00
204716	5/23/2016	INV026886	02917	WASH ASSN OF SHERIFFS	WASPC FULL CONFERENCE REGISTRATION; CHIEF BOWERS	\$300.00
204840	6/1/2016	I16007992	02930	WASHINGTON STATE PATROL	BACKGROUND CHECK - MUSEUM	\$12.00
204870	6/1/2016	I16008561	02930	WASHINGTON STATE PATROL	BACKGROUND CHECKS	\$177.00
204848	6/7/2016	1386700-0043-8	02997	WASTE MANAGEMENT	APRIL 2016 CONTRACT SERVICES	\$94,435.00
204846	6/7/2016	1386778-0043-8	02997	WASTE MANAGEMENT	MAY 2016 CONTRACT SERVICES	\$94,864.18
204569	6/2/2016	15470	06562	WESTERN SYSTEMS REFUSE &	VIDEO CAMERA REPAIR FOR STREET DEPT	\$954.41
202890	3/28/2016	1387785	03100	WOOD'S LOGGING SUPPLY	SUCTION HOSE	\$75.95
202887	3/28/2016	1387788	03100	WOOD'S LOGGING SUPPLY	ADAPTER	\$3.94
204156	5/2/2016	1396602	03100	WOOD'S LOGGING SUPPLY	TOOL BOX KEYS	\$10.59
204780	6/1/2015	84846915	03123	XEROX CORPORATION	XEROX Color Cube Printer Usage	\$782.47

Total

\$459,623.82



City Council Agenda Bill

Meeting Date: 6/13/2016

Agenda Item: 5c

Subject: Write off of uncollectable accounts

Staff Contact: Steve Hoglund

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

Action Type	
	Ordinance No.
	Code Revision?
x	Resolution No. 1964
	Contract
	Public Hearing
	Staff Report

Summary Statement: A resolution to write off 3 uncollectable accounts totaling \$500.

Background: There are 3 accounts being carried as a receivable on the City books that were turned over to a collection agency almost 6 years ago, the parties of which cannot be found by the collection agency, have not been collected on, and have now exceeded the statutory limit for collections, and the collection agency will no longer pursue. There are 2 blood alcohol testing fees, and 1 public defender fee. The 3 accounts total \$500.

Budget Impact	
Amount Budgeted	\$3,000
Budget Account (BARS)	001.130.514.20.49
Proposed Expenditure	\$500
Budget Amendment Required?	No
Revenue Source	NA

Proposed Contract	
Contractor	NA
Amount	
Start Date	
End Date	

Previous Council/Committee Action: None

Competing Viewpoints Considered: There are no competing views, it is an accepted accounting practice to write off accounts considered uncollectable.

Recommended Motion: I move to adopt Resolution 1964 authorizing the write-off of \$500 in uncollectable accounts.

Alternative Actions: Don't adopt, and allow the receivable balance to continue to grow from uncollectable accounts.

Attachments (listed in order presented): Resolution 1964

RESOLUTION NO. 1964

A RESOLUTION AUTHORIZING THE WRITE-OFF OF MISCELLANEOUS BILLING
BALANCES DEEMED UNCOLLECTIBLE

WHEREAS, Michael Bielman was turned over to Debt Recovery Specialists for collection in 2012 for \$125.00 of unpaid blood alcohol testing fees, and

WHEREAS, Randolph Campbell was turned over to Debt Recovery Specialists for collection in 2012 for \$125.00 of unpaid blood alcohol testing fees, and

WHEREAS, Jason Crookshank was turned over to Debt Recovery Specialists for collection in 2010 for \$250.00 of unpaid public defender fees, and

WHEREAS, these customers have made no payments towards these debts since being turned over to collections, and

WHEREAS, the statute of limitations for collections has expired on these accounts and Debt Recovery Specialists will no longer pursue collections of these accounts,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, that the Mayor is authorized to write-off these accounts as uncollectible.

PASSED AND APPROVED this _____ day of June, 2016.

CITY OF ANACORTES, WASHINGTON

Laurie M. Gere, Mayor

ATTEST:

Steven D. Hoglund, City Clerk - Treasurer



City Council Agenda Bill

Meeting Date: 6/6/2016

Agenda Item: [Click here to enter text.](#)

Subject: Public Hearing on Setting Water Use Efficiency Goal for 2016 - 2021

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by		Action Type	
	Laurie Gere, Mayor		Ordinance
	Steve Hoglund, Finance Director		Resolution
	Fred Buckenmeyer		Contract
		X	Public Hearing
			Staff Report

Summary Statement: Proposing that our new Water Efficiency Goal be: The goal is to decrease residential water consumption by 917,500 gallons per year for the next 6 years during the goal period. That will be met by the following programs we will be promoting to the residents of Anacortes.

Appliance Rebate Program

Appliance (based on family of 4)	# of Rebates	Water Saved
Clothes Washer (300 loads per year)	25	150,000 gal.
Dishwasher (150 loads per year)	25	25,000 gal.
Toilet (5 flushes per day per person)	25	375,000 gal.

Energy Savings Kit

Appliance (based on family of 4)	# to giveaway	Water Saved
WaterSense Shower-Head	100	230,000 gal.

Shower Timers

Appliance (based on family of 4)	# to giveaway	Water Saved
Shower Timers (shorten shower by 1 minute)	250	137,500 gal.

Total Water Saved per year 917,500 gal.

Recommended Motion: Adopt New Water Use Efficiency Goal for 2016 – 2021.

Background: Water Use Efficiency goal(s) must be set at least every 6 years through a public process (WAC 246-290-830) for the Department of Health and sent in with the yearly Water Use Efficiency Annual Performance Report and be part of our Water Use Efficiency Program.

Budget Impact	
Amount Budgeted	\$7,500.00 in 2016 budget
Budget Account (BARS)	001.714.554.90.31
Proposed Expenditure	\$7,500.00
Budget Amendment Required	
Revenue Source	

Previous Council/Committee Action: None

Alternative Action: None.

Attachments: Water Use Efficiency Packet For The Public Meeting



Water Use Efficiency Packet for Goal Setting Public Meeting on June 6th, 2016

City Hall Council Chambers

June 6th at 6:00 pm.

WUE

Water Use Efficiency



Proposed Water Use Efficiency Goal 2016 – 2021

The goal is to decrease residential water consumption by 917,500 gallons per year for the next 6 years during the goal period.

- **Water saved as a result of implementing WUE measures over the last 6 years:**

We have met our goal of saving over 30 million gallons over the seven year period.

- **Current goals:**

The City of Anacortes adopted a water conservation goal as a result of Washington State's 2007 Water Use Efficiency Rule (WUE). The WUE rule requires that the City's goal be re-established at a minimum of every six years and that progress towards the goal be reported annually to the state and City customers. In 2008, the City Council by public meeting set the WUE goal: The City of Anacortes will save approximately 30 million gallons over the life of the seven year conservation program beginning in 2008 and running through the end of 2014.

- **WUE measures currently implemented:**

The City implemented the following measures to meet its goal of saving approximately 30 million gallons over the life of the seven year conservation program beginning in 2008 and running through the end of 2014.

Published its annual water report and quarterly conservation messages, providing leak detection dye tablets, several giveaway items with conservation messages on them, provide public education at local festivals and events. City also has a full time Resource Conservation Manager to lead the efforts in water conservation.

- **WUE measures that have been evaluated:**

We have given 100s of dye tablets to residents of Anacortes, participated in 6 Waterfront Festivals with a water conservation information booth, published and direct mailed our Annual Water Report to our 8,000 customers and we are part of the Georgetown University Energy Prize.

- **How are you educating your customers:**

The city has a strong water conservation program by publishing quarterly conservation messages and its Annual Water Report, providing leak detection tablets, Water saving tips on the Anacortes Community Energy website and Public Works web site, and providing public education at local festivals and community events.

- A projection of how much water you can save by implementing your chosen WUE measures:

The goal is to decrease residential water consumption by 917,500 gallons per year for the next 6 years during the goal period. That will be met by the following program measures we will be promoting to the residents of Anacortes.

Appliance Energy Efficient Rebate Program (application go to www.aecchallenge.org)

Appliance (based on family of 4)	# of Rebates	Water Saved
Clothes Washer (300 loads per year)	25	150,000 gal.
Dishwasher (150 loads per year)	25	25,000 gal.
Toilet (5 flushes per day per person)	25	375,000 gal.

Energy Savings Kit

Appliance (based on family of 4)	# to giveaway	Water Saved
WaterSense Shower-Head	100	230,000 gal.

Shower Timers

Appliance (based on family of 4)	# to giveaway	Water Saved
Shower Timers (shorten shower by 1 minute)	250	137,500 gal.

Total Water Saved per year 917,500 gal.

- How will you evaluate your WUE program:

Evaluation will be based on the number of appliance rebates, # of shower heads and # of shower timers given during the year.

- Distribution leakage information:

The following table shows are distribution system leakage (DLS) over the past three years.

Year	Total Water Produced	Authorized Consumption	Distribution System Leakage
2012	5836 MG	5718 MG	2%
2013	5732 MG	5608 MG	2%
2014	7078 MG	6850 MG	3%
Goal Met (Distribution Leakage Standard)			
<10%			

- **The water loss control action plan:**

Since our three year average DLS is 2.33% we are not required to have a water loss control action plan at this time.

- **Past annual WUE reports:**

Past annual Water Use Efficiency reports from 2009 through 2014 are in the back of this document.

- **Water supply characteristics information:**

The Skagit River is the largest of the Puget Sound river basins. Its total drainage area covers approximately 3093 square miles and 1.98 million acres. The headwaters are the snowcapped peaks of the Cascade Mountains that extend from southern British Columbia to Glacier Peak. The mainstream river runs 162 miles to the shores of Puget Sound. The watershed is host to salmon, eagles, the nation's first Wild and Scenic Rivers, hydroelectric dams, a variety of agricultural uses spanning timber to tulips, residential, commercial, and industrial development. This wide variety of use and growth creates an ever increasing challenge to provide high quality safe drinking water.

Anacortes has a multifaceted approach to ensure the provision of water in sufficient quantity and quality. This is achieved by careful management of water rights, by planning for adverse events such as drought or emergency, and by managing and protecting Anacortes' water sources.

Anacortes has sufficient water rights to meet the demands projected through the 20-year planning period of this water system plan. The total uninterruptable quantity of water available to Anacortes on both an instantaneous and annual basis is 55 mgd. By comparing Anacortes' water rights to the existing and projected demands for the six-year and 20-year planning periods, it can be seen that Anacortes has adequate water rights to meet these projected demands. Figure 1-5 provides a comparison of water rights to existing and forecasted demands.

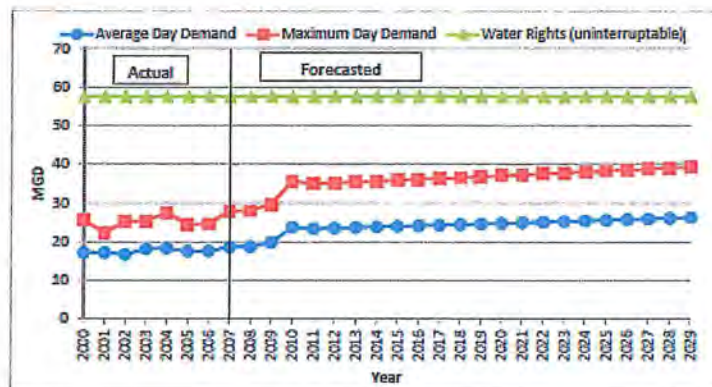


Figure 1-5 Comparison of Water Rights to Demands

Anacortes has developed several plans to provide system reliability. Anacortes has an Emergency Response Plan which provides steps to be taken during various emergency situations such as power loss, flood, source contamination, hazardous material spill, fire, civil disturbance and nuclear attack. Anacortes has a Water Shortage Response Plan which addresses water supply shortage events. The plan includes responses ranging from public awareness, voluntary reduction efforts, limiting water withdrawals, requesting additional releases from Skagit River dams, and mandatory water use restrictions. Anacortes has a Watershed Control Plan which aims to control sources of potential contamination to the drinking water supply source. The plan reviews existing conditions, describes threats to water quality, and provides strategies to limit the risks caused by these threats.

- Water demand forecasts information:

Results from the demand forecast for key milestone years are as shown below. Additional demand forecast information is shown graphically in Figures 1-3.

- 2010 (WSP Year 1) Average Day Demand: 23.72 mgd (includes conservation)
- 2029 (WSP Year 20) Average Day Demand: 26.23 mgd (includes conservation)
- 2010 (WSP Year 1) Maximum Day Demand: 35.58 mgd (includes conservation)
- 2029 (WSP Year 20) Maximum Day Demand: 39.34 mgd (includes conservation)

Figure 1-3 shows a graph of the average day and maximum day demands. Figure 1-4 shows the various components of the average day demand in order to provide information about the relative impact of each component.

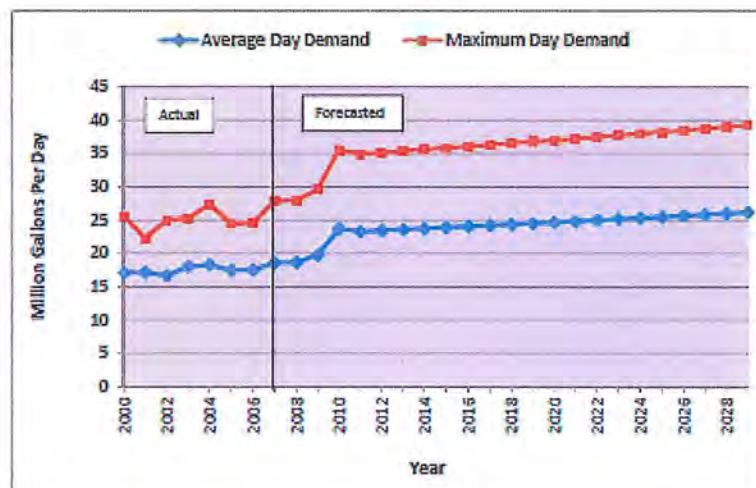


Figure 1-3 Demand Forecast Summary (With Conservation)

- **Summary of any comments received about the proposed goal and how you considered these comments prior to formally establishing goal:**

No comments received.



Date Submitted: 6/30/2010

Water Use Efficiency Annual Performance Report - 2009

WS Name: ANACORTES, CITY OF

Water System ID# :02200

WS County: SKAGIT

Report submitted by: *Jamie LeBlanc*

Meter Installation Information:

Is your water system fully metered? *Yes*

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: *01/01/2009* To *12/31/2009*

Incomplete or missing data for the year? *No*

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	6,626,225,550 gallons
Authorized Consumption (AC) – Annual Volume	6,430,830,145 gallons
Distribution System Leakage – Annual Volume TP – AC	195,395,405 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	2.9 %
3-year annual average	4.0 %

Goal-Setting Information:

Date of Most Recent Public Forum: *02/04/2008* Has goal been changed since last performance report? *No*

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

- 1) *"The City of Anacortes will save approximately 30 million gallons over the life of the seven-year conservation program beginning in 2008 and running through the end of 2014."*
- 2) *This is a seven year goal.*
- 3) *The 2009 CCR includes information on the Water Use Efficiency Rule, 2009 production and leakage data for public education.*
- 4) *The City staffs a water conservation booth at several festivals and open house events throughout the summer to provide public awareness information on water conservation.*

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

Over a 4 month period in 2009, the City requested twice for a voluntary reduction in customer water consumption. This contributed to an overall reduction in treated water production of 3% or nearly 205 million gallons of water compared to 2008. Although we can not quantify exactly how much water was reduced by our requests for conservation, we feel confident that we will reach our conservation goals in this seven year period.

Other items accomplished in 2009 to reach our conservation goals include:

\$159,000.00 was spent on main replacements

52 services were renewed

We installed 3 new large wholesale meters, and all major customer meters were calibrated quarterly to ensure accuracy.

The City purchased large volumes of items to promote water conservation and handed these items out to the public at City festivals and Public Works open house events.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

The City continually looks for ways to conserve water from promoting conservation to the public to replacing older meters with new, more accurate meters to enable tighter accountability.

Do not mail, fax, or email this report to DOH



Date Submitted: 6/30/2011

Water Use Efficiency Annual Performance Report - 2010

WS Name: ANACORTES, CITY OF

Water System ID# : 02200

WS County: SKAGIT

Report submitted by: *Jamie LeBlanc*

Meter Installation Information:

Is your water system fully metered? Yes

If not fully metered - Current status of meter installation:

Fully Metered

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2010 To 12/31/2010

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	5,036,000,000 gallons
Authorized Consumption (AC) – Annual Volume	4,631,298,763 gallons
Distribution System Leakage – Annual Volume TP – AC	404,701,237 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	8.0 %
3-year annual average	5.2 %

Goal-Setting Information:

Date of Most Recent Public Forum: 02/04/2008 Has goal been changed since last performance report? No

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

- 1) "The City of Anacortes will save approximately 30 million gallons over the life of the seven-year conservation program beginning in 2008 and running through the end of 2014."
- 2) This is a seven year goal.
- 3) The 2009 CCR includes information on the Water Use Efficiency Rule, 2009 production and leakage data for public education.
- 4) Provide public awareness information on water conservation

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

Although it is difficult to quantify the effects we have had on customer conservation practices, we have seen a significant drop in our overall water production over the last 3 years. From 2007-2009 we saw an average of 5.3% reduction which equates to 300 MG (based on average flows). For 2010, we saw a drastic decrease in production due to one of our largest customers being offline most of the year. This reduction skews the average for 2010, but we have met our 30MG conservation goal.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

To reduce water loss due to overflow at our main reservoir, the City has installed better level monitoring devices and initiated a redundant control scheme that has resulted in zero overflows. This has controlled leakage of several hundred thousand gallons every year.

Do not mail, fax, or email this report to DOH



Date Submitted: 6/26/2012

Water Use Efficiency Annual Performance Report - 2011

WS Name: ANACORTES, CITY OF

Water System ID# : 02200

WS County: SKAGIT

Report submitted by: Jamie LeBlanc

Meter Installation Information:

Estimate the percentage of metered connections: 100%

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2011 To 12/31/2011

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	6,255,000,000 gallons
Authorized Consumption (AC) – Annual Volume	6,139,958,947 gallons
Distribution System Leakage – Annual Volume TP – AC	115,041,053 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	1.8 %
3-year annual average	4.2 %

Goal-Setting Information:

Date of Most Recent Public Forum: 02/04/2008 Has goal been changed since last performance report? No

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

- 1) "The City of Anacortes will save approximately 30 million gallons over the life of the seven-year conservation program beginning in 2008 and running through the end of 2014."
- 2) This is a seven year goal.
- 3) The 2010 CCR included information on the Water Use Efficiency Rule, production and leakage data for public education.
- 4) Provide public awareness information on water conservation.

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

The City of Anacortes met our conservation goal last year, and continues to promote water conservation awareness to our customers. In 2011 we saw a 0.7% decrease (based on a 4 year average) in overall consumption or roughly 44MG.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

The City is in the process of constructing a new treatment facility. The new pre-treatment process will be much more efficient in removing solids prior to filtration which will equate to less frequent backwashing of the filters. Currently the plant uses approximately 2% of all treated water to backwash filters, if the new process shaves off a conservative estimate of 0.5%, that will equate to roughly 30MG in saved water.

Do not mail, fax, or email this report to DOH



Date Submitted: 6/28/2013

Water Use Efficiency Annual Performance Report - 2012

WS Name: ANACORTES, CITY OF

Water System ID# : 02200

WS County: SKAGIT

Report submitted by: Jamie LeBlanc

Meter Installation Information:

Estimate the percentage of metered connections: 100%

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2012 To 12/31/2012

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	5,835,630,000 gallons
Authorized Consumption (AC) – Annual Volume	5,717,929,464 gallons
Distribution System Leakage – Annual Volume TP – AC	117,700,536 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	2.0 %
3-year annual average	3.9 %

Goal-Setting Information:

Date of Most Recent Public Forum: 02/04/2008 Has goal been changed since last performance report? Yes

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

1) "The City of Anacortes will save approximately 30 million gallons over the life of the seven-year conservation program beginning in 2008 and running through the end of 2014." 2) This is a seven year goal. 3) The 2010 CCR included information on the Water Use Efficiency Rule, production and leakage data for public education. 4) Provide public awareness information on water conservation. 5) Reduce household consumption by 10 gallons per day over the next two years.

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

For reporting year 2012, household consumption was decreased by 10,009,034 gallons. The City's overall goal to "save approximately 30 million gallons over the life of the seven-year conservation program" was exceeded early on in the program. The redefined goal this year to decrease household consumption by 10 gallons per day is well on it's way. Average daily consumption is 142 gallons, in 2012 this was decreased by 8 gallons to 134. The City has continued a strong conservation program by publishing quarterly conservation messages, providing leak detection dye tablets, items imprinted with conservation messages, and public education at local festivals & events.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

Do not mail, fax, or email this report to DOH



Date Submitted: 6/30/2014

Water Use Efficiency Annual Performance Report - 2013

WS Name: ANACORTES, CITY OF

Water System ID# : 02200

WS County: SKAGIT

Report submitted by: Jamie LeBlanc

Meter Installation Information:

Estimate the percentage of metered connections: 100%

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2013 To 12/31/2013

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	5,732,110,000 gallons
Authorized Consumption (AC) – Annual Volume	5,608,000,000 gallons
Distribution System Leakage – Annual Volume TP – AC	124,110,000 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	2.2 %
3-year annual average	2.0 %

Goal-Setting Information:

Date of Most Recent Public Forum: 02/04/2008 Has goal been changed since last performance report? No

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

undefined

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

For reporting year 2013, residential consumption slightly increased, but overall customer demand decreased by 1.77% or 104 million gallons.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

The City of Anacortes is on the process of redefining our Water Use Efficiency goals and will be holding a public forum later this summer.

Do not mail, fax, or email this report to DOH



Date Submitted: 6/29/2015

Water Use Efficiency Annual Performance Report - 2014

WS Name: ANACORTES, CITY OF

Water System ID# : 02200

WS County: SKAGIT

Report submitted by: Russ Pittis

Meter Installation Information:

Estimate the percentage of metered connections: 100%

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2014 To 12/31/2014

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

Total Water Produced and Purchased (TP) – Annual Volume	7,078,000,000 gallons
Authorized Consumption (AC) – Annual Volume	6,850,000,000 gallons
Distribution System Leakage – Annual Volume TP – AC	228,000,000 gallons
Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$	3.2 %
3-year annual average	2.5 %

Goal-Setting Information:

Date of Most Recent Public Forum: 02/04/2008 Has goal been changed since last performance report? No

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

undefined

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

For reporting year 2012, household consumption was decreased by 10,009,034 gallons. The City's overall goal to "save approximately 30 million gallons over the life of the seven-year conservation program" was exceeded early on in the program. The redefined goal this year to decrease household consumption by 10 gallons per day is well on it's way. Average daily consumption is 142 gallons, in 2012 that was decreased by 8 gallons to 134. The City has continued a strong conservation program by publishing quarterly conservation messages, providing leak detection dye tablets, items imprinted with conservation messages, and public education at local festivals and events. In mid May of this year the City hired a full time Resource Conservation Manger to continue our efforts in water conservation efforts.

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

The City of Anacortes has notified Cynthia Nelson of the Dept. of Health that the City will be holding a public meeting to set new WUE goals later this year. We will submit our new goal(s) to the Dept. of Health by the end of 2015.

Do not mail, fax, or email this report to DOH

CITY COUNCIL CITY OF ANACORTES

Marine Technology Program

Skagit Valley College

June 13, 2016



Program

- Opened 1968
- Since 2010: 50 students/yr.
- Marine League of Schools
- Support a diverse statewide industry
 - Recreation
 - Commercial
- Serve
 - Students
 - Industry professionals
 - Enthusiasts: Cruisers College



Standards Based Program: High Demand

- Focus areas: Systems, propulsion & composites
- Industry standards based training
 - American Composites Manufacturers Association (ACMA)
 - American Boat & Yacht Council (ABYC)
 - National Marine Electronics Association (NMEA)
 - EPA Part 608
- Hands-on learning
- Diverse student body
- 95% + placement rate
- Students (on average) sit for at least two certification exams
- Active employer recruitment of Marine Tech students
- Very high demand
 - Marine electronics
 - Marine electrical
 - Composites
 - HVAC

Employment

- Dakota Creek Industries
- Nordic Tug
- North Harbor Diesel
- Marine Service Center
- Port of Anacortes
- NOAA
- Devlin Boats
- Janicki Industries



Program Structure

- Marine Maintenance Technology
 - One year certificate
 - Two year ATA degree
 - Certification exams
- Composites Tech
 - Short term certificate
 - Long term certificate
 - Multi-industry focus
 - Certification exams



Industry Focused Events

- Professional development
- Student interaction with industry professionals
- Allows access to current technologies and best practices



THANK YOU!

- Questions? More information? Tours?
- Ann Avary
 - Director, Center of Excellence for Marine Manufacturing & Technology
 - Skagit Valley College
 - 1606 R Avenue
 - Anacortes, WA
 - 360.766.6282, x3001
 - ann.avary@skagit.edu



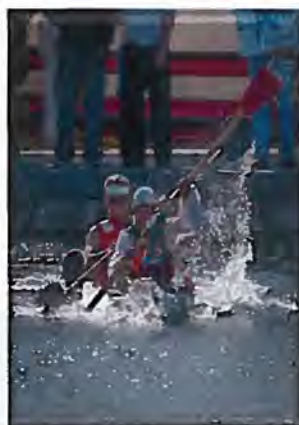
COMPOSITES REPAIR TECHNICIAN TYPICAL STUDENT SCHEDULE

Program	Course Number	Title	Credits
1ST YEAR – QTR 1			
CMPST	121	Composites Construction and Repair	3
		Total:	3
1ST YEAR - QTR 2			
CMPST	123	Vacuum Infusion Process	5
		Total:	5
1ST YEAR - QTR 3			
CMPST	127	Advanced Composite Construction and Repair	5
		Total:	5
		Total Credits:	13

- Information is subject to change

The Marine Technology Student Boat Club

“The Scallywags,” compete each year in the “Quick and Dirty Boat Building Demonstration,” at the Anacortes Annual Water Front Festival. They have taken 1st Place in 2014 and 2015!



Marine Technology Center

www.skagit.edu/Marine

1606 R Ave

Anacortes, WA 98221

(360)766-6282

www.facebook.com/scvmarinetech

Revised 5/17/2016



MARINE TECHNICIAN ONE-YEAR CERTIFICATION TYPICAL STUDENT SCHEDULE

Program	Course Number	Title	Credits
1st YEAR – QTR 1			
MT	102	Marine Applied Mathematics	5
MT	105	Safety, Tools, and Fastenings	6
CMPST	121	Composites Construction and Repair	3
CSS	103	College Success Skills	2
		Total:	16
1st YEAR - QTR 2			
MT	132	Marine Electrical Systems I	4
MT	160	Marine Engines	7
MT	161	Marine Drivetrain	5
		Total:	16
1st YEAR - QTR 3			
MT	133	Marine Electrical Systems II	5
MT	136	Marine Sanitation Systems, Plumbing and Pumps	5
MT	240	Outboard Motor Operation and Service	3
ENGL	170	Professional and Technical Communication	3
		Total:	16
		Total Credits:	48

- Information is subject to change



MARINE TECHNICIAN – ATA DEGREE TYPICAL STUDENT SCHEDULE

Program	Course #	Title	Credits
1st YEAR – QTR 1			
MT	102	Marine Applied Mathematics	5
MT	105	Safety, Tools, and Fastenings	6
CMPST	121	Composites Construction and Repair	3
CSS	103	College Success Skills	2
		Total:	16
1st YEAR – QTR 2			
MT	132	Marine Electrical Systems I	4
MT	160	Marine Engines	7
MT	161	Marine Drivetrain	5
		Total:	16
1st YEAR – QTR 3			
MT	133	Marine Electrical Systems II	5
MT	136	Marine Sanitation Systems, Plumbing and Pumps	5
MT	240	Outboard Motor Operation and Service	3
ENGL	170	Professional and Technical Communication	3
		Total:	16
2nd YEAR – QTR 1			
MT	134	Marine Electrical Systems III	5
MT	230	Marine Electronics I	3
CMPST	220	Composite Tooling	5
CMST	210	Interpersonal Communication	5
		Total:	18
2nd YEAR – QTR 2			
CMPST	123	Composite Vacuum Infusion Process	5
MT	236	Marine Electronics II	3
LC/GE		(Learning Community or Gen. Ed. course)	5
PE	200	First Aid, Safety, and CPR	2
		Total:	15
2nd YEAR – QTR 3			
MT	199	Cooperative Education Experience	2
MT	231	Marine Heating, Air Conditioning & Refrigeration	5
CMPST	127	Advanced Composites Construction and Repair	5
SOSC	113	Job Search Techniques	1
SOSC	125	Employer/Employee Roles & Perspectives	2
		Total:	15
		Total Credits:	96
<i>Optional course that may be applied towards required electives:</i>			
CMPST	128	Wind Blade Repair	5

• Information is subject to change

ADVANCED COMPOSITE MANUFACTURING TECHNICIAN TYPICAL STUDENT SCHEDULE

Program	Course Number	Title	Credits
1ST YEAR – QTR 1			
CMPST	121	Composites Construction and Repair	3
CMPST	220	Composite Tooling	5
MANF	125	Precision Measurement/Tools	3 <i>OR</i>
**MT	<i>105</i>	<i>Safety Tools & Fastenings</i>	<i>6</i>
W Math	100	Workforce Math	5 <i>OR</i>
**MT	<i>102</i>	<i>Marine Applied Math</i>	<i>5</i>
		Total	
1ST YEAR – QTR 2			
CMPST	123	Vacuum Infusion Process	5
MANF	120	Industrial Safety & CPR	3
MANF	122	Material Science/Manufacturing	2
		Total	10
1ST YEAR – QTR 3			
CMPST	127	Advanced Composite Construction and Repair	5 <i>OR</i>
**CMPST	<i>128</i>	<i>Composites Windblade Construction & Repair</i>	<i>5</i>
		Total	5
		Total Credits	31

• Information is subject to change

****this course may serve as substitution for the course listed immediately above**





City Council Agenda Bill

Meeting Date: 6/13/2016

Agenda Item: 7b

Subject: Hearing Examiner Questions

Staff Contact: Darcy Swetnam, Don Measamer

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: Staff would like to provide additional information to City Council members on a potential Hearing Examiner system under the proposed Title 19 update.

Background:

On May 9, 2016, staff presented a proposed plan to City Council, which would create a unified development code in new Title 19. Part of that plan includes an overhaul of the City's development procedures. Staff is suggesting that a Hearing Examiner with a limited realm of responsibilities could be a part of those new procedures to provide efficiency and compliance with complex state and local land use laws.

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

Proposed Contract	
Contractor	TBD
Amount	TBD
Start Date	
End Date	

Previous Council/Committee Action: Council asked for more information on a hearing examiner at the May 9, 2016 City Council meeting.

Competing Viewpoints Considered: Concerns about the cost and reach of a hearing examiner has been expressed by members of the public and council members.

Recommended Motion: No recommended motion at this time.

Alternative Actions: N/A

Attachments (listed in order presented): PowerPoint presentation

HEARING EXAMINER

CITY OF ANACORTES – JUNE 13, 2016



HEARING EXAMINER GENERALLY

- Hearing examiner would be tasked with conducting fair and impartial administrative hearings for those types of matters identified by City Council
- HE would hear quasi-judicial matters only
- Generally an attorney who has experience in land use and administrative law
- Would work with staff to get the information on the project and compile the record, but would work largely independently

HEARING EXAMINER STATISTICS IN WASHINGTON STATE

- Cities and Towns:

- Cities and Towns serving 96% of the state's population have a Hearing Examiner system
- 60% of combined Cities and Towns have a Hearing Examiner
- 78% of Code Cities have a Hearing Examiner
- Average population of Code Cities without Hearing Examiner is 2844

- Counties:

- Counties comprising 97% of the state's population have Hearing Examiner system
- 80% of Counties have Hearing Examiner system

STATE AUTHORITY

- RCW sections that provide authority for adoption of a Hearing Examiner (HE) system:
 - RCW 35A.63.170: Code Cities can use HE to decide
 - Zoning ordinance amendments,
 - Conditional uses, variances, subdivisions, shoreline permits, and any other classes of applications for or pertaining to development of land or land use
 - Appeals of administrative decisions
 - Appeals of SEPA determinations
 - RCW 35A.63.110: Code City can use HE to replace Board of Adjustment
 - RCW 58.17.330: HE decide applications for plat approval
 - RCW 46.55.240: HE can conduct hearings on abatement of junk vehicles
 - RCW 43.21C.075: HE can conduct hearings on SEPA appeals

HEARING EXAMINER IN ANACORTES?

- In the Title 19 update, staff have proposed consideration of a hearing examiner for certain types of cases:
 - Appeals of Administrative Ministerial Actions: BLA, Building permits, Code enforcement orders, Extensions of time for approval, Clearing and grading permits, Shoreline exemptions, Minor amendments to approved permits or developments
 - Appeals of Administrative Decisions: ADUs, Administrative conditional use permits, Administrative interpretations, Simple variances, Binding site plans, Home occupation permits, SEPA determinations, Short subdivisions
 - Special use permits for towers or antennas
 - Some variances
- Limited scope of HE services is NOT what was proposed and considered in previous years

MECHANICS

- City would have to send out a Request for Qualifications/Proposals, evaluate candidates, and negotiate fees
- Hearing examiner would be appointed by the Mayor and confirmed by Council
- City would need to consider rules of procedure for hearing examiner and ensure code updates were complete
- HE would likely have a regularly-scheduled time for any hearings, e.g. 1st and 3rd Thursdays of the month
- HE would conduct site visits if necessary for projects on calendar

FINANCIAL CONCERNS

- City would engage HE to hear matters on an as-needed basis
- City would have a contract with a HE that sets the cost for services on an hourly basis
- Rough estimate for matters would likely be between 6-10 hours per matter
- City could set policy for participants' costs
 - Set a base appeal fee
 - Fee amounts could be set to offset the cost of HE services
 - Fees would not necessarily have to cover the entire cost of HE services
 - Parties would not be required to have an attorney for HE hearing
- Council could budget funds to cover HE costs not paid for by fees
- E.g. City of Mount Vernon budgeted \$5000 for 2016 for HE
- Currently most land use appeals have no fee

BENEFITS OF A HEARING EXAMINER

- Land use matters are complex
- Law surrounding quasi-judicial hearings is complex
- Appeals of land use decisions frequently include damage claims
- Individual decision makers, including staff and council members, are subject to liability on land use decisions
- HE reduces appearance of fairness problems
- Reduces likelihood of errors of law
- HE is expert on building record, drafting findings and conclusions of law, which prevent further future litigation
- Moving projects off PC and CC agendas will reduce length of public meetings
- Will reduce the amount of staff time spent on land use projects
- Most jurisdictions report that HE is generally less expensive to the City considering reduced demands on city staff

CONCERNS ABOUT A HEARING EXAMINER IN ANACORTES

- Individuals have expressed concerns about city council not having a say on local land use decisions
 - No decision-maker (city council, planning commission, OR HE) can approve or deny a project based on public sentiment
- Cost
 - HE services are paid by the City
 - City will likely increase fees to offset cost
 - City will have to invest staff time into setting up the new HE system
- Would replace Board of Adjustment

MARANATHA MINING V. PIERCE COUNTY, 59 WN.APP. 795 (1990)

- Division 2 case
- Applicant company owned 60 acres in the general use zone and wanted to do gravel mining and asphalt manufacturing
- Mining and asphalt manufacturing were allowed with an unclassified use permit in the general use zone
- Company applied to the County for an unclassified use permit
- County had a HE, who made recommendations to county council
- HE found the permit should be issued because the project met the code and mitigated all conditions required
- City Council denied the permit in response to strong public opposition to the project

MARANATHA: THE DECISION

- Trial Court found in favor of the County's denial of the permit
- Court of Appeals reversed and remanded with instructions to the County to issue the permit
- "The Council seems to have heard clearly the citizens complaints and the comments of one of its own members while disregarding the record. We cannot escape the conclusion, in view of the evidence in support of Maranatha's application, that the Council based its decision on community displeasure and not on reasons backed by policies and standards as the law requires."
- "It is improper to deny the permit to an applicant who, throughout the application process, has demonstrated a willingness to mitigate any and every legitimate problem."
- "the Council's denial of the permit presents a textbook example of arbitrary and capricious action"
- "Community displeasure cannot be the basis of a permit denial."

KENART & ASSOCS. V. SKAGIT COUNTY, 37 WN.APP. 295 (1984)

- Division One Case out of Skagit County
- Developer owned property in Skagit County and applied for a PUD permit
- Planning Commission held a public hearing and recommended denial of the permit to the Board of Commissioners based on strong public opposition to the project
- Board followed PC recommendation and denied the permit
- Developer appealed to Superior Court, who found the decision was not arbitrary or capricious
- Developer appealed to the Court of Appeals
- Court Reversed and remanded for further proceedings
- Approval or denial cannot be based solely on community sentiment. The findings supporting the decision must relate to the legal requirements for rezoning the land and must be sufficiently detailed to permit judicial review.

A FEW OTHER CONCERNS

- *Mission Springs, Inc. v. City of Spokane*, 134 Wn.2d 947 (1998): Washington Supreme Court case where developer applied for grading permit as part of a PUD project and City Council ordered that the permit not be issued until after a traffic study was completed, which was not required by Code. Developer sued the City and Councilmembers and their spouses personally. The Court found in favor of the developer because an applicant who satisfies the relevant criteria is entitled to immediate issuance of the permit. Qualified immunity and legislative immunity did not protect either the city nor its council members personally from liability. The Court remanded and directed award of attorneys fees and appellate costs to the developer.
- *Westmark Dev. Corp. v. City of Burien*, 140 Wn.App. 540 (2007): Div One case where developer plaintiff was awarded over \$10 million in damages for tortious interference for the City's failure to timely make a SEPA determination



QUESTIONS?





City Council Agenda Bill

Meeting Date: 6/13/2016

Agenda Item: 7c

Subject: Updated Resolution 1946

Staff Contact: Richard Curtis

Approved for Submittal to Council by	
X	Mayor Laurie Gere
X	Public Safety Committee

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

Summary Statement: This is a non-binding resolution to outline a six-year plan to raise fire protection levels to a minimum recommended level of service for the residents and visitors of the City. This resolution establishes the minimum "Urban Level of Service" as defined under the City's updated comprehensive plan and the Growth Management Act's concurrency requirements. Each proposal has sustainable financial plans to ensure that the incremental program is achievable and sound.

Background: The Public Safety Committee has reviewed recommendations from the 2014 Fire/EMS Masterplan and Washington Survey and Rating Bureau evaluation of the City's Fire Protection deficits. The Public Safety Committee and Mayor endorse this non-binding resolution to establish the minimum level of fire protection achieved over a six-year program.

Budget Impact	
Amount Budgeted	See Resolution Description
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 1-½ year period to develop alternative programs to establish the minimum level of fire protection service to save a victim trapped in a building fire, within industry standard response times. The alternatives and recommendations have been discussed at four City Council meetings with opportunity for public comment. This is the 6th modification to the resolution to incorporate councilmember recommendations.

Competing Viewpoints Considered: N/A

Recommended Motion: I move to approve Resolution 1946 with the alternative selections of Item A: OPTION ____, and Item C: Option____.

Alternative Actions: N/A

Attachments (listed in order presented):

City Attorney Research Memo on Impact Fees

Minimum Staffing level vs. minimum Overtime Recommendation

Comprehensive Plan Language on LOS, State Law, and Concurrency Requirements

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.

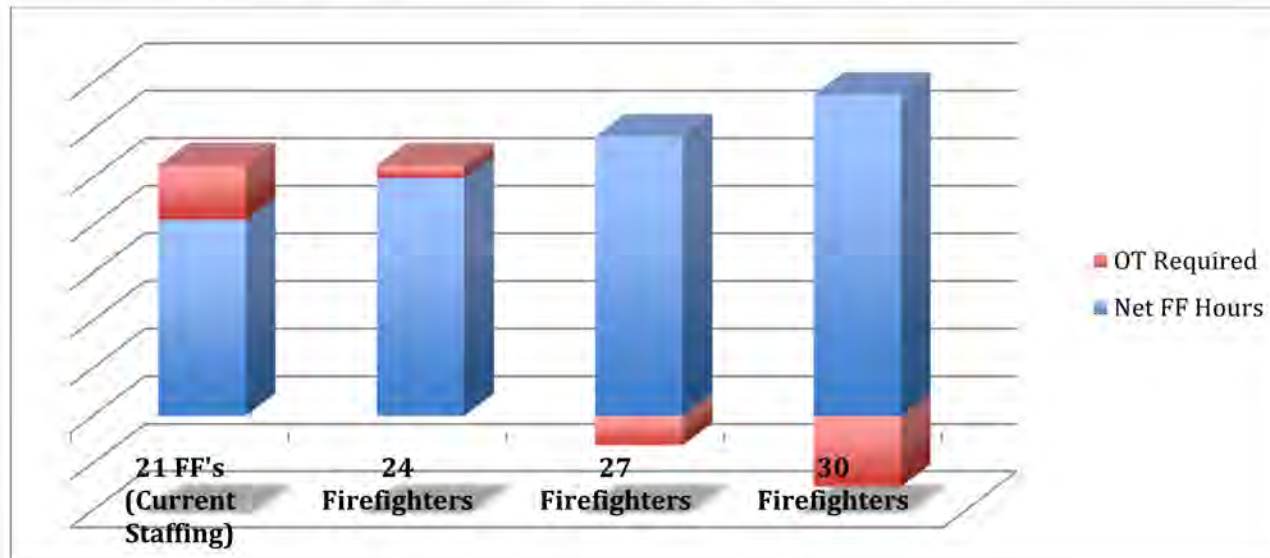
This position has been taken by jurisdictions throughout Washington, including Issaquah, Auburn, Cheney, and Olympia. I consulted with attorney Bob Meinig, who has been an attorney with the Municipal Research Service Center since 1989, who also supported this analysis.

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. i. Any period during which an environmental impact statement is being prepared following a determination of significance pursuant to Chapter 43.21C RCW (SEPA);
 - ii. 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. i. 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(6)(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. 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 The recommended level of service measurement to be achieved for any structure, vessel, vehicle, wildland fire, and hazardous materials incident is for the first fire engine and three firefighters arrive within 7 minutes 90% of the time from the closest fire station.
	EFFECTIVE RESPONSE FORCE The recommended level of service measurement to be achieved for any structure, boat, vehicle, wildland fire, and hazardous materials incident is to produce an Effective Response Force of 12 firefighters to arrive within 11 minutes 90% of the time from all fire stations.
	FIRE PREVENTION The recommended level of service for inspection activities is to conduct 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. **OPTION 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. **OPTION B:** The sources of revenue will be 50% (\$100,000) (Existing) from general fund for 2017 and 2018, then beginning 2019 add 50% (\$100,000) of the expired and available Public Safety Building Bond Revenue.
- 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. **OPTION A:** The Council concludes that the appropriate allocation for the fire station is \$1,500,000 utilizing General Reserve Funds.
 - b. **OPTION B:** The Council concludes that the appropriate allocation for the fire station is 50% (\$750,000) utilizing General Reserve Funds, and 50% (\$750,000) from a Councilmatic Bond repaid for by impact fees.
 - c. **OPTION C:** The Council concludes that the appropriate allocation for the fire station is voting a Councilmatic Bond for (\$1,500,000) repaid by impact fees.
- 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 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) from the general fund.
- F. Beginning with the **2021 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 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) from the general fund.
- 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) from the general fund.

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

POLICY DETERMINATION

FIRE PROTECTION & EMS SERVICES

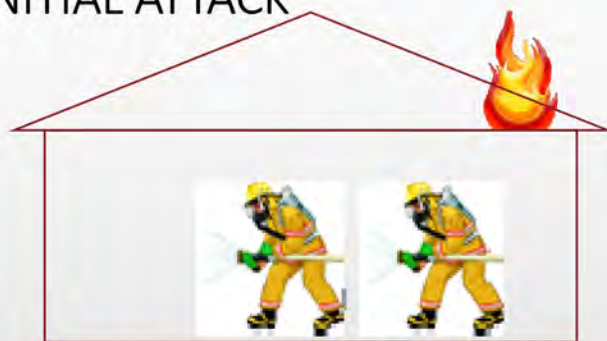


CFP Period	Scheduled Costs	Infusion w/ (\$105K)	Infusion w/ (\$200K)
2016	\$ 34,516	\$ 427,969	\$ 427,969
2017	\$ 37,169	\$ 495,800	\$ 590,800
2018	\$ 4,770	\$ 596,030	\$ 786,030
2019	\$ 233,872	\$ 467,158	\$ 752,158
2020	\$ 98,049	\$ 474,109	\$ 854,109
2021	\$ 49,746	\$ 529,363	\$ 1,004,363
2022	\$ 1,311,039	\$ (676,676)	\$ (106,676)
2023	\$ 12,173	\$ (583,849)	\$ 81,151
2024	\$ 10,417	\$ (489,266)	\$ 270,734
2025		\$ (384,266)	\$ 470,734
2026	\$ 7,317	\$ (286,582)	\$ 663,418
2027	\$ 4,201	\$ (185,783)	\$ 859,217
2028	\$ 659,790	\$ (740,573)	\$ 399,427
2029		\$ (635,573)	\$ 599,427
2030		\$ (530,573)	\$ 799,427
2031		\$ (425,573)	\$ 999,427
2032	\$ 859,958	\$ (1,180,531)	\$ 339,469
2033		\$ (1,075,531)	\$ 539,469
2034		\$ (970,531)	\$ 739,469
2035		\$ (865,531)	\$ 939,469
2036	\$ 1,158,890	\$ (1,919,421)	\$ (19,421)
2037		\$ (1,814,421)	\$ 180,579
2038		\$ (1,709,421)	\$ 380,579
2039		\$ (1,604,421)	\$ 580,579
2040		\$ (1,499,421)	\$ 780,579
2041		\$ (1,394,421)	\$ 980,579
2042	\$ 22,213	\$ (1,311,634)	\$ 1,158,366

FIREFIGHTER SAFETY STANDARDS

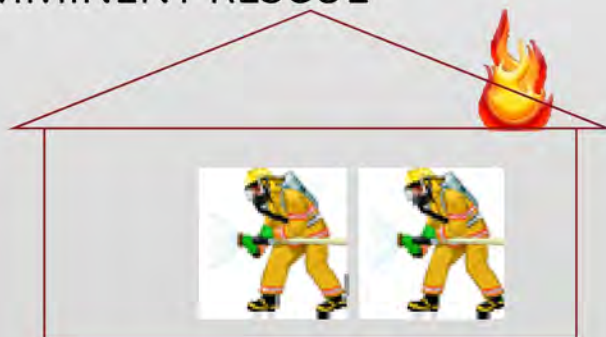
WAC 296.305.5002

INITIAL ATTACK



2 IN – 2 OUT

IMMINENT RESCUE



2 IN – 1 OUT

Local Departments

Part-Time Paid Programs

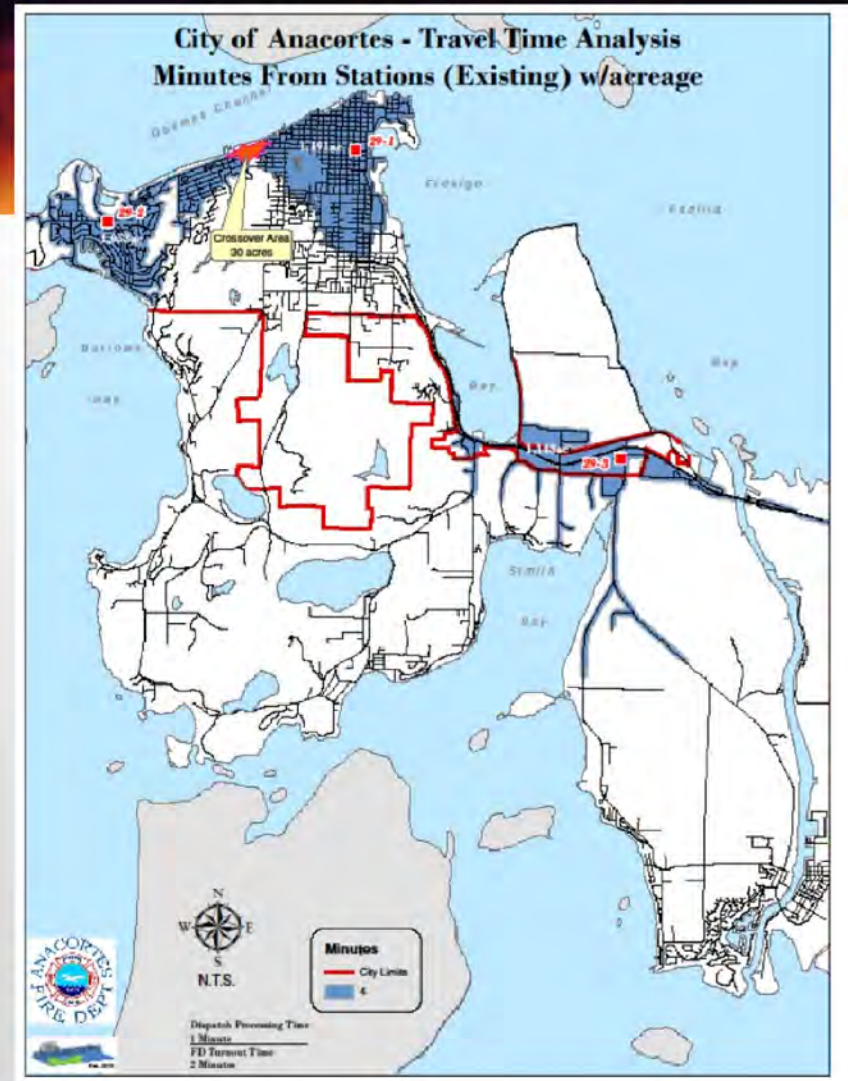
- Burlington Fire Department
- Sedro-Wooley Fire Department
- Bayview District #6 Fire Department
- Camano Island Fire and Rescue
- City of Arlington Fire Department
- South Whatcom Fire and Rescue
- Marysville Fire District
- Firefighter I and Emergency Medical Technician – Limited Experience and Training.
- Typically takes 10 part-time pool to fill 1 position 24 hours a day 365 a year.
- Motivated to get fulltime position in Fire Service
- Limited to 28-30 hours week for any one department.
- Limited Benefits: L&I to Prorated retirement/vacation.
- Paid \$12-\$15 dollars an hour.
- Stronger candidates get hired, revolving pool of candidates.

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: Dedicate 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: Utilize 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	Main Station: Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 145,000	New GF Revenue	General Fund Revenues
2021	Perform Annual Fire Inspections (Civilian Inspector)	\$ -	\$ 95,000	New GF Revenue	General Fund Revenues
2021	Skyline : Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 145,000	New GF Revenue	General Fund Revenues
2022	Marches Pt: Provide Imminent Rescue Capability (Add 1 FF/EMT Seat using Part-time Program)	\$ -	\$ 145,000	New GF Revenue	General Fund Revenues

QUESTIONS/COMMENTS

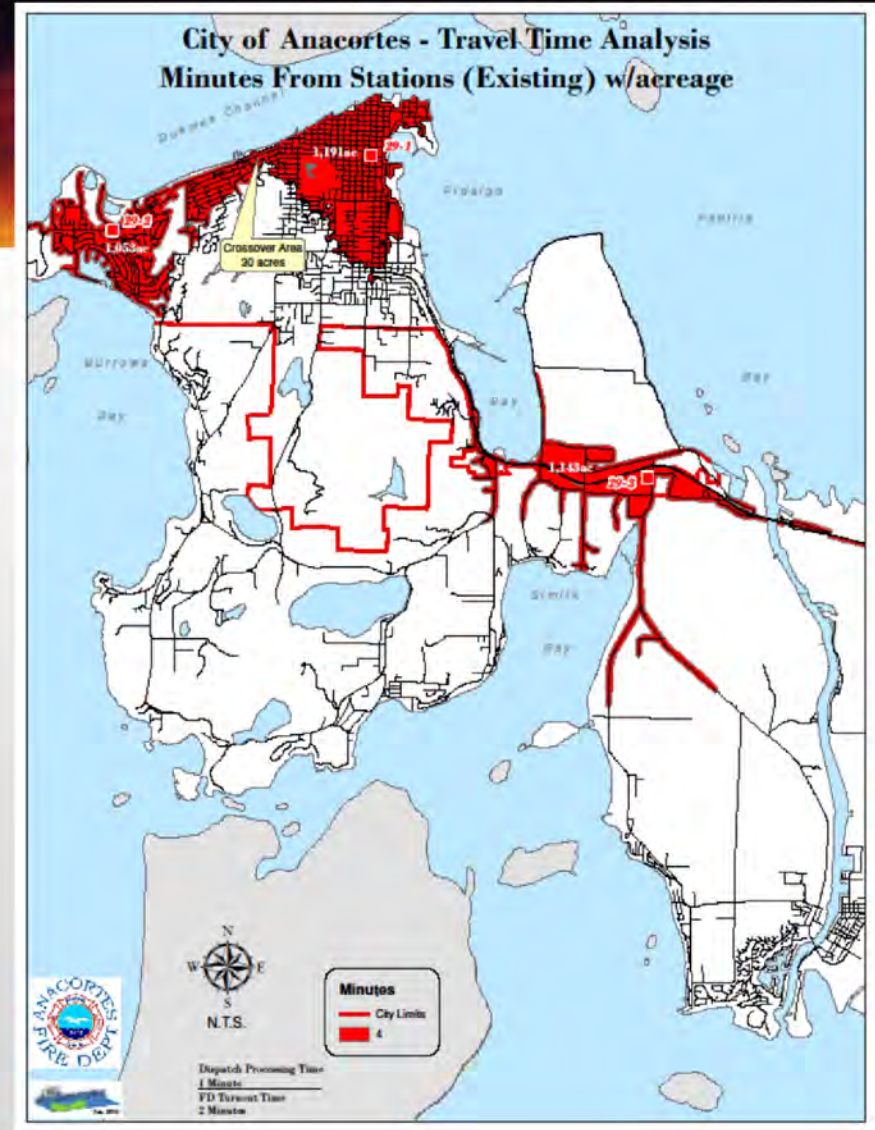
Current Staffing Level of Service

- Red Area
 - Imminent Rescue Coverage
 - 30 Acres
- Blue area exceeds Response Time Recommendation



Imminent Rescue

- Imminent Rescue Coverage
 - 3,387 acres Covered
- Adding
 - 3 Firefighters at Each Station 24 Hours
 - 2 Paid 1 PT/Volunteer



IMPACT FEE ESTIMATOR

IMPACT FEE - PRICE PER SQUARE FOOT (Avg Home = 2500 Sq Ft * .35 cents = \$875.00 dollars)

LAND USE ZONE	DWELLING UNITS	EMPLOYMENT	AVG SQ FOOTAGE (20yrs)	ANNUAL SQ FOOT	.35 cents per FOOT
CBD	136	936	340,000	17,000	5,950
C	0		384,700	19,235	6,732
CM	215		537,500	26,875	9,406
CM1	150		375,000	18,750	6,563
CM2	0		-	-	-
			-	-	-
AZ	0	1947	-	-	-
HM	0		-	-	-
I	0		1,402,950	70,148	24,552
LM	0		-	-	-
LM1	0		-	-	-
MS	0		-	-	-
			-	-	-
P	0		-	-	-
			-	-	-
R4	165		412,500	20,625	7,219
R4A	58		145,000	7,250	2,538
R4B	16		40,000	2,000	700
R3	239		597,500	29,875	10,456
R2	1036		2,590,000	129,500	45,325
R1	138		345,000	17,250	6,038
				358,508	\$ 125,478

IMPACT FEE ESTIMATOR GPM

IMPACT FEE ESTIMATES - PRICE PER GALLON PER MINUTE FIRE FLOW (Avg Home 833 GPM = \$1,666)

LAND USE ZONE	DWELLING UNITS	EMPLOYMENT	AVG GPM (20yrs)	ANNUAL FIRE FLOW	\$2 FOR EACH GALLON PER MINUTE
CBD	136		56,666.67	2,833	\$ 5,667
C		936	64,117	3,206	\$ 6,412
CM	215		89,583.33	4,479	\$ 8,958
CM1	150		62,500.00	3,125	\$ 6,250
CM2	0		-	-	\$ -
			-	-	\$ -
AZ	0		-	-	\$ -
HM	0		-	-	\$ -
I		1947	233,825	11,691	\$ 23,383
LM	0		-	-	\$ -
LM1	0		-	-	\$ -
MS	0		-	-	\$ -
			-	-	\$ -
P	0		-	-	\$ -
			-	-	\$ -
R4	165		68,750	3,438	\$ 6,875
R4A	58		24,167	1,208	\$ 2,417
R4B	16		6,667	333	\$ 667
R3	239		99,583	4,979	\$ 9,958
R2	1036		431,667	21,583	\$ 43,167
R1	138		115,000	5,750	\$ 11,500
				62,626	\$ 125,253

RESOLUTION NO. 1895

Approved by City Council July 21, 2014

A RESOLUTION of the City of Anacortes, Washington, adopting a nonbinding 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.

Funding Sources for 1895

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

Excerpt from Steve Hoglund Email (5-27-16)

- 3/10ths Public Safety sales tax revenue:
 - The interlocal we signed with the county and the other cities outlined an annual payment from those monies, back to the City of Anacortes, starting at \$103,000 per year.
 - 2014, and it was a partial year of collection, so that amount was prorated, and we were reimbursed 85,833.
 - 2015 we got 103,000.
 - 2016, we got 110,555.70.
 - Those are General fund monies, they get comingled with all other General fund resources to support the General fund uses.

Excerpt from Steve Hoglund Email (5-27-16)

- General fund cash set aside for March Point Fire Station:
 - When I started I inherited a task on the year end checklist to set aside \$200,000 per year for Fire Station 3 construction. That was the description on the checklist.
 - I continued doing that for a few years, to the point I believe there was 1.2M set aside in that account. That was a General fund cash line, there are a number of those different cash lines setup in our GL.
 - At one point I researched that Sta 3 cash line, and confirmed that it was an administrative process that was established by the prior Mayor and my predecessor, but was not authorized through council action.
 - I therefore deleted that cash line, and rolled that cash back into the General reserves.

Side By Side Recommendations

SIDE BY SIDE COMPARISON OF RECOMMENDATIONS

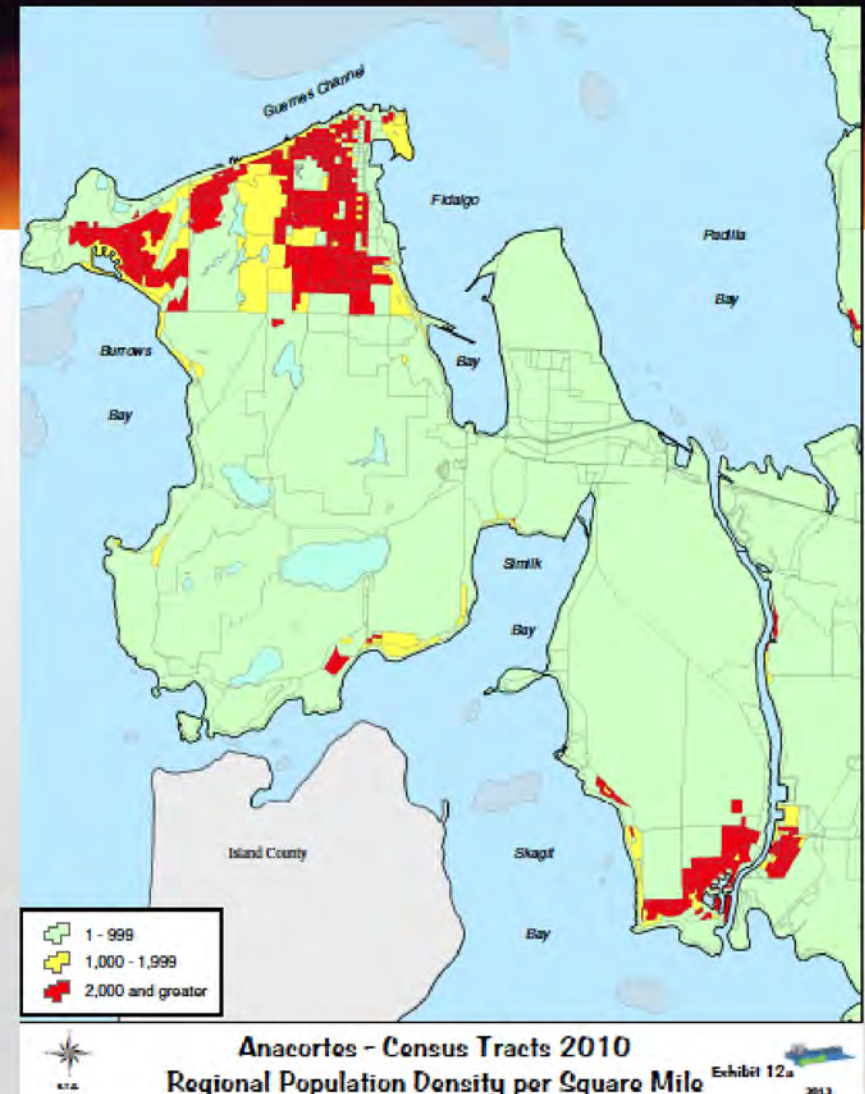
Washington Survey Rating Bureau		FIRE/EMS Master Plan
Basic Fire Flow Required for City of Anacortes (4,250 Gallons Per Minute), a 21% Increase over last rating.		"... 113 buildings have a required fire flow of 2,000 gallons per minute (GPM) or higher; 23 buildings have fire flows exceeding 4000 GPM and 4 building at 6,000 GPM or more." "Anacortes Fire Department is <u>not staffed</u> to handle fires larger than 200 GPM (FIRE/EMS Masterplan, p17)."
Fire Department	Score	Fire Department
Required to have 4 Fire Engines	D	No Recommendation
Ladder Trucks	A	
Distribution of Fire Stations	A	Evaluate efficacy of moving Station #1; Construct Joint March Point Fire Station and provided 24 hour staffing.
Pumper Capacity	A	No Recommendation
Age of Equipment on Apparatus	D	Develop Capital Plan with matching revenue.
Number of Fire Officers	D	No Recommendation
Department Staffing Level	F	Provide a minimum of 3 firefighters at each fire station on a 24-hour basis to provide an "Imminent Rescue" capability.
Large Water Stream Devices	B	
Amount of Equip. on Apparatus	B	
Quantity of Fire Hose	A	
Condition of Hose	B	
Training Program	F	Hire regional Training Officer to coordinate training programs, and develop comprehensive training program.
Response Plans	A	
Fire Deployment Staffing on Fires	F	24 Hour staffing at each station and construct fire station #3.
Special Protection	B	Train Firefighters at Technical Rescue certification, Operations Haz Mat, develop regional rope rescue team, and provide Fire Boat capability.

SIDE BY SIDE COMPARISON OF RECOMMENDATIONS

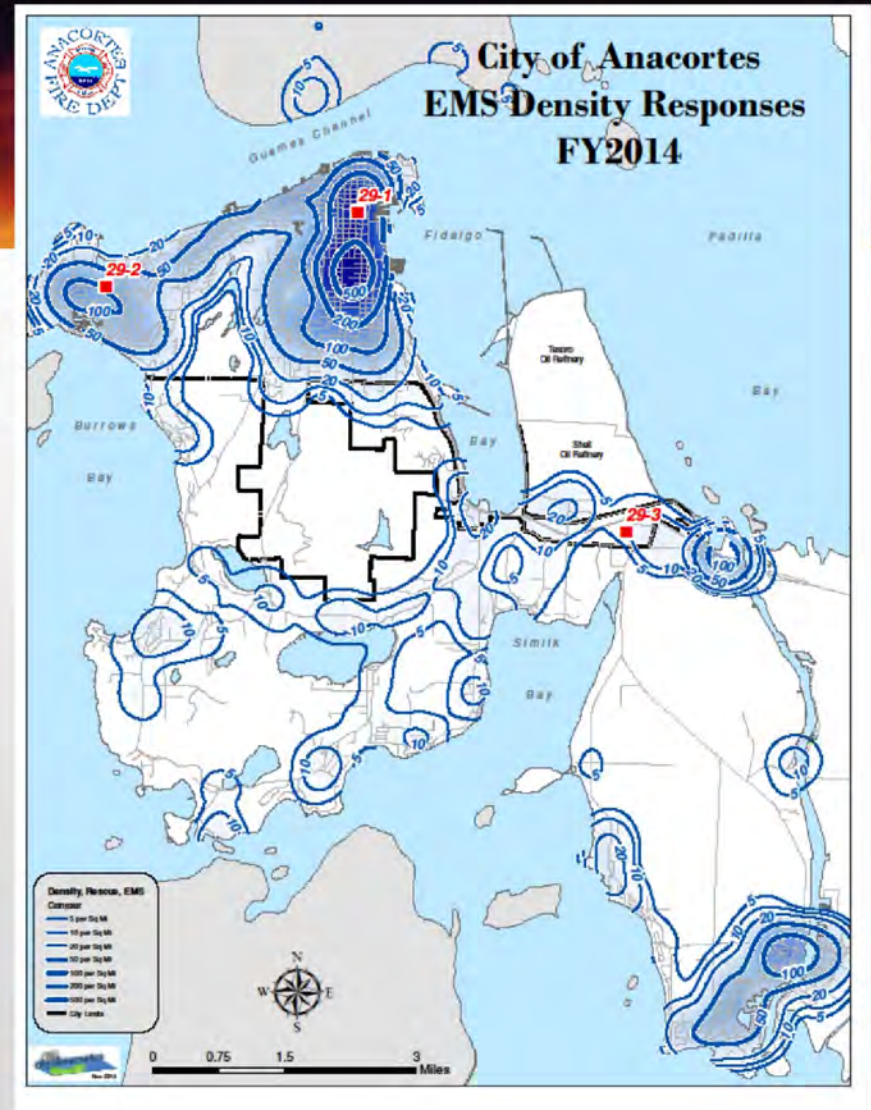
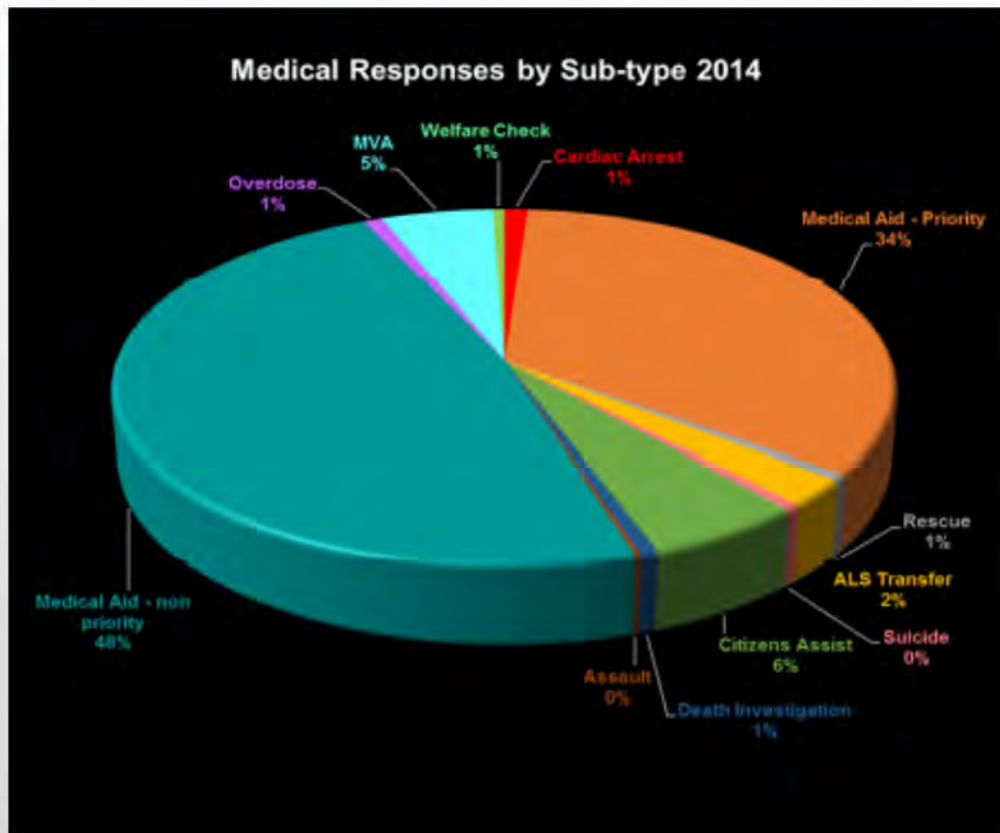
Washington Survey Rating Bureau		FIRE/EMS Master Plan
911 Dispatch Center	Score	911 Dispatch Center
Dispatch Facilities	F	No Recommendation
CAD System Equipment	D	No Recommendation
Staffing and Training	C	
Fire Safety	Score	Fire Safety
Fire Code Oversight	F	Hire full-time civilian fire inspector
Fire Code Inspections	F	Hire full-time civilian fire inspector
Confidence Testing	A	
Public Education	F	Hire full-time civilian fire inspector
Fire Investigations	B	Succession plan for Certified Fire Investigator.
Adoption of Codes	B	WUI Assessment and Marina Automatic Fire Protection
Water Supply	Score	Water Supply
Adequacy of Water Supply	A	
Distribution of Hydrants	A	
Hydrant Size and Fittings	A	
Operation and Maintenance	F	Develop plan to transfer hydrant inspections.
Administrative		Administrative
No Comment		Adopt Response Time Goals for each service type, develop Comprehensive financing strategies..

EMS Response Standards

- 85 Square Miles
 - Red – Urban
 - Yellow – Suburban
 - Green - Rural
- Response Time Requirements
 - Urban – 8 - 10 Mins
 - Sub – 15 - 20 Mins
 - Rural – 45 Mins



CITY GATE and Associates EMS Demand Study



MISCELLANEOUS INFORMATION

Total Occupancies	843
Initial Inspections	443
Re-inspections	215
Total Inspections	658
Certificate of Occupancy Inspections	52
Plan Review	38
Fire Alarm Tests	127
Sprinkler Tests	122
Blasting Permits	1
Underground Storage Tanks	4
Flaring/Weld Permits	0

2014 Training Hours Statistics			
	Shift's Annual Hours	Shift's Monthly Average	Individual Firefighter/Medic Yearly Average
A Shift	1418	118	236
B Shift	1389	116	232
C Shift	1778	148	296

City Comprehensive Plan Goals

- Promote the public health, safety and welfare:
 - The Comprehensive Plan establishes development guidelines, [levels of service standards, and encourages development that complies with those standards](#) in appropriate locations throughout the community.
- Encourage coordination:
 - The Plan anticipates [future development, population growth and the needs of our community for all major municipal services](#). It then helps coordinate the provision of needed services to meet those needs. The Zoning Code, City budget, the Capital Facilities Plan, the Water Utility Plan and other programs work together to implement the Plan in a coordinated manner.

History of Process

Council
Approved
Consultant

• June 2014

Master-Plan
Work Started

• July 2014

WSRB
Evaluation
Process

• Oct 2014

Final WSRB
Report

• Nov 2014

Master Plan
Report
Completed

• Dec 2014

PSC Bi-Monthly
Meetings

• Jan - Oct
2015

Develop
Recommended
Policy Statements

• Oct 2015

Approve/Modify
Policy Statements

• Feb 2016

Fire Protection & EMS Master Plan

- Goal 1: Provide an Independent Perspective of on Fire Protection/EMS Services and the Best Practices.
- Goal 2: Provide a Framework for the City Council to Determine Level of Service for Community.
- Goal 3: Coordinate policy decisions in the City's Comprehensive Plan Process.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning TUESDAY, June 14, 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.

TUESDAY, June 14, 2016

Special Meeting: 2017/2018 Budget Planning Session, 4:00-8:00 p.m., City Council Chambers

June 20, 2016

- Public Hearing: 2016 Comprehensive Plan Update (Discussion)
- Ordinance 2979/Resolution 1963: Stormwater Utility Monthly User Fee Rate and Code Update (Discussion/Possible Action)

June 27, 2016

- Continued Public Hearing: 2016 Comprehensive Plan Update

July 5, 2016

Special Meeting: 4:00 PM Site Visit, Haddon Road Plat & PUD (East of Whistle Lake Road)

- Closed Record Public Hearing, PUD-2016-1001, Haddon Road 13 Lot Plat & PUD
- 2016 Comprehensive Plan Update: Final Review/Draft Ordinance

July 11, 2016

- Medical Marijuana Update

July 18, 2016

- Ordinance ____: Adopting 2016 Comprehensive Plan
- Solar Grant Update (Discussion/Possible Action)

July 25, 2016

August 1, 2016

August 8, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jun 6, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jun 8, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Jun 13, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Tourism Promotion & Strategic Planning, Thursday, Jun 16, 2016, 4:30 PM, Anacortes Public Library Meeting Room
- Public Works, Monday, Jun 20, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Finance, Wednesday, Jun 22, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Jun 27, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
- Personnel, Monday, Jul 18, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)