

**** Per Governor's emergency [Proclamation 20-28.6](#) issued July 2, 2020, agencies are required to meet completely remotely without providing for a physical location.**

**** Per Section 3 of Anacortes [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, and [Resolution 2085](#), adopted April 27, 2020, extending the duration of Resolution 2082 through July 31, 2020 :**

- All in-person Committee meetings of the City Council are cancelled. Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.
- The public comment portion of Council meetings and any scheduled public hearings are temporarily suspended to discourage public in-person attendance of City Council meetings.
- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public may also listen to the meeting by phone: 312-757-3121, Access Code: 373-576-877
- The public is encouraged to comment via [email](#) or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to 5:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

**** This meeting will be held electronically only ****

July 6, 2020
6:00 p.m.

PRELIMINARY AGENDA

[Packet Materials](#) / [Watch Meeting](#)

1. **Call to Order**
2. **Announcements and Committee Reports**
 - a. COVID-19 Update
 - b. Finance Committee
3. **Consent Agenda (Action)**
 - a. Minutes of June 22, 2020
 - b. Approval of Claims in the amount of: \$1,949,863.37
 - c. Contract Award: WWTP NPDES Sediment Sampling #20-163-SEW-001
 - d. Letter of Intent: Hydrothermal Processing System to Treat Wastewater Biosolids
 - e. Contract Modification: WWTP Restroom Upgrade - Construction #14-002-SEW-004
4. **Other Business**
 - a. * Resolution 2094: A Guide for Expanding Restaurant and Retail Space in the Central Business District (Discussion/Possible Action)
5. **Adjournment**



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 13, 2020

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 and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

July 13, 2020

- Interlocal Agreement: Washington State Fire Services Resource Mobilization Plan Reimbursement Agreement #20-154-AFD-001 (Consent)
- Closed Record Decision Hearing: CUP-2019-XXXX: Grandview Cemetery Expansion Conditional Use Permit (Discussion/Possible Action)

July 20, 2020

- Public Hearing: Ordinance 3065: Amending 2019-2024 Capital Facilities Plan (Discussion/Possible Action)
- Access - Anacortes Fiber Internet Update (Discussion)
- Ordinance 3066: Amending 2019-2020 Biennial Budget (Discussion/Possible Action)

July 27, 2020

- Contract Awards: Treatment Plant Chemicals 2020-2021 #20-162-IDS (Consent)

August 3, 2020

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jul 6, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Jul 7, 2020, 8:30 AM, TBD
- Finance, Wednesday, Jul 8, 2020, 5:00 PM, Teleconference
- Community Center / Pool, Thursday, Jul 9, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 13, 2020, 5:00 PM, Teleconference
- Housing Affordability & Community Services, Monday, Jul 13, 2020, 4:00 PM, Teleconference
- Fiber, Thursday, Jul 16, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Jul 20, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Jul 22, 2020, 5:00 PM, Teleconference
- Personnel, Thursday, Jul 23, 2020, 12:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 23, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference

Anacortes City Council Minutes – June 22, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of June 22, 2020 at 6:00 p.m. Councilmembers Jeremy Carter, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Matt Miller all participated in the meeting in absentia via video conference.

Announcements and Committee Reports

COVID-19 Update: Mayor Gere reported current case statistics for Skagit County. She advised that Skagit County was still in Phase 2 of the Safe Start Washington sequence but planned to apply for Phase 3 on June 26 if case numbers held steady. The mayor reported on current plans and ongoing planning for modified reopening of city facilities concurrent with Phase 3. She invited the public to her weekly televised briefing on Wednesday afternoon.

Fiber Committee: Mr. Miller reported from the committee meeting prior Thursday but deferred to the staff report later on the agenda.

Planning Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She indicated that the group had discussed upcoming conversations with the Port of Anacortes about its planned events center; Small Business Stabilization grants for which funding should be available to award as early as July 4; the Lakeside Industries lease with the city for quarrying rock; the schedule for City Council review of the Critical Areas Ordinance update during the summer; the schedule for Planning Commission review of the Shoreline Master Program update during the summer; and Resolution 2094 scheduled to come before City Council for consideration and action on July 6.

Mr. Young thanked the community and elected officials for demonstrating commitment to inclusivity.

Public Comment

Per Section 3 of Resolution 2082 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, the public comment portion of Council meetings and any scheduled public hearings were temporarily suspended to discourage public in-person attendance of City Council meetings. The public was encouraged to comment via email or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to the meeting become part of the record for the meeting, just as if presented in person.

Consent Agenda

Mr. Miller moved, seconded by Mr. Young, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of June 15, 2020
- b. Approval of Claims in the amount of: \$492,138.79

The following vouchers/checks were approved for payment:
EFT numbers: 97433 through 97463, total \$329,060.81
Check numbers: 97464 through 97482, total \$32,048.57
Wire transfer numbers: 269617 through 277038, total \$130,368.47

OTHER BUSINESS

Ordinance 3072: Amending Ordinance No. 3032 Adopted on December 3, 2018, Entitled “An Ordinance Adopting the Budget for All Municipal Purposes and Uses for the 2019/2020 Biennium”

Finance Director Steve Hoglund presented the ordinance for action, explaining the revisions that had been made per Council’s direction after initial presentation of the ordinance at the regular City Council meeting on June 15, 2020. Mayor Gere clarified that the budget amendment had been prepared in response to actual and projected revenue shortfalls arising from the COVID-19 pandemic.

Mr. Miller moved, seconded by Ms. Moulton, to approve Ordinance 3072. Vote: Ayes – Young, Walters, Cleland-McGrath, Moulton, McDougall, Miller and Carter. Motion carried.

Fiber Update

Administrative Services Director Emily Schuh provided the regular monthly update on Access Anacortes Fiber Internet. Ms. Schuh’s slides were added to the packet materials for the meeting. She announced that Access Anacortes Fiber staff had celebrated activating the 200th paying customer the prior week. Ms. Schuh reported on customer order counts and take rate by zone, reiterated the COVID-19 Jobsite Guidelines in effect to allow installations to continue while observing social distancing, outlined the planned expansion to aerial installation areas over the summer, summarized non-GPON customer transactions under way and pending, and discussed budget preparation for the upcoming biennium.

There being no further business, at approximately 6:40 p.m. the Anacortes City Council meeting of June 22, 2020 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the July 6, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
269114	1/1/2020	ACB4445156	ISLAND HOSPITAL	TB TEST	\$ 28.00	medic
269918	1/1/2020	1325624	SURETY PEST CONTROL	MUSEUM PEST CONTROL JAN	\$ 44.57	museum
269927	1/29/2020	1323230	SURETY PEST CONTROL	LIBRARY PEST CONTROL 1/29/20	\$ 66.31	publib
270154	2/4/2020	1679854350	WILSON DDS, NICHOLAS J	DENTAL SERVICES, LEOFF1 RETIREE	\$ 1,177.00	hr
269919	2/14/2020	1330240	SURETY PEST CONTROL	OPS PEST CONTROL 2/14/20	\$ 65.22	dshop
269926	2/26/2020	1327947	SURETY PEST CONTROL	LIBRARY PEST CONTROL 2/26/20	\$ 66.31	publib
269920	3/11/2020	1334944	SURETY PEST CONTROL	OPS PEST CONTROL 3/11/20	\$ 65.22	dshop
269928	3/27/2020	1332687	SURETY PEST CONTROL	LIBRARY PEST CONTROL 3/27/20	\$ 66.31	publib
269923	4/8/2020	1339655	SURETY PEST CONTROL	OPS PEST CONTROL 4/8/2020	\$ 65.22	dshop
269929	4/27/2020	1337497	SURETY PEST CONTROL	LIBRARY PEST CONTROL 4/27/20	\$ 66.31	publib
269924	5/4/2020	1344620	SURETY PEST CONTROL	OPS PEST CONTROL 5/4/20	\$ 65.22	dshop
270312	5/8/2020	WAANA125511	FASTENAL COMPANY	DISINFECTANT WIPES, BATTERIES, HEADLAMP	\$ 66.79	medic
270474	5/12/2020	234305	USA BLUE BOOK	FLUORIDE ANALYZER X 3, PUMP TUBE ASSEMBLY X 6. PUMP ROLLER ASSEMBLY	\$ 1,366.38	dwtp
269866	5/15/2020	20-14795	EDGE ANALYTICAL, INC	WATER SAMPLE	\$ 15.00	wdist
269048	5/16/2020	259356	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED	\$ 40.65	dwtp
270588	5/18/2020	RS-000000096	DEPARTMENT OF ECOLOGY	2020 SAM INVOICE	\$ 7,848.00	pw1
269240	5/18/2020	3440869	VALIN COROPORATION	IWAKI LIQUID END MAG DRIVE	\$ 1,121.43	dwtp
269037	5/20/2020	500641864	ASCAP	ASCAP 2020 ANNUAL MUSIC LICENSE FEE	\$ 365.76	parks1
268972	5/20/2020	6596	KENT D BRUCE CO LLC	TIGER TOUGH BUCKET SEATS VEH #173	\$ 314.14	dshop
269107	5/21/2020	M344475	CORE & MAIN LP	COUPLING FOR BLUE HERON PUMP STATION	\$ 1,126.61	wdist
269132	5/22/2020	6617	KENT D BRUCE CO LLC	TIGER TOUGH FRONT BUCKET SEATS	\$ 641.28	dshop
269167	5/22/2020	30828	SKAGIT POWDER COATING, INC.	WA PARK UTILITY UPGRADE	\$ 585.90	parkscc1
269740	5/25/2020	8YAR5UNAP2	FACEBOOK	FACEBOOK ADVERTISING	\$ 24.99	fibercc
269170	5/25/2020	8561 01 29502	HOME DEPOT	CANOPY	\$ 118.27	fibercc
269164	5/26/2020	111-0338073-9137073	AMAZON.COM SERVICES, INC	COVID19 SUPPLIES - MASK FILTERS	\$ 543.20	pwfacc
269166	5/26/2020	112-9098764-4541842	AMAZON.COM SERVICES, INC	COVID19 SUPPLIES	\$ 14.12	financecc
269224	5/26/2020	849202	BAYSHORE OFFICE PRODUCTS INC	TEMPORARY OFFSITE OFFICE EQUIPMENT - ENGINEERING	\$ 400.39	financecc
269168	5/26/2020	42023254915	EDGE ANALYTICAL, INC	PAID 10 INVOICES ONLINE	\$ 1,743.00	wtpcc
269162	5/26/2020	E0500B5MUP	MICROSOFT CORPORATION	AZURE DEVELOPER SUPPORT 4/16-5/15/20	\$ 29.00	infosyscc
269163	5/26/2020	E0500B5QV3	MICROSOFT CORPORATION	AZURE PAY AS YOU GO 4/16-5/15/2020	\$ 23.22	infosyscc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
269165	5/26/2020	G24553	SEBO'S DO-IT CENTER	FACILITIES SUPPLIES	\$ 19.14	pwfacc
269169	5/26/2020	114-10383161	UNITED SITE SERVICES, INC	INTAKE PORTA POTTI RENTAL 4/22-5/21/20	\$ 22.98	wtpcc
269225	5/27/2020	E88476/1	ACE HARDWARE	COVID19 SUPPLIES	\$ 48.90	financecc
269226	5/27/2020	E87997/1	ACE HARDWARE	COVID19 SUPPLIES	\$ 162.28	financecc
269227	5/27/2020	E87994/1	ACE HARDWARE	PVC PRESSURE PIPE	\$ 9.76	wdistcc
269231	5/27/2020	E88189/1	ACE HARDWARE	ADAPTER- WATER DEPT	\$ 2.16	wdistcc
269236	5/27/2020	111-8793092-3098608	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 89.64	wwtpcc
269270	5/27/2020	849606	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES FINANCE	\$ 15.10	financecc
269272	5/27/2020	849664	BAYSHORE OFFICE PRODUCTS INC	BUSINESS CARDS - MAC JACKSON	\$ 13.01	pwfacc
269273	5/27/2020	849616	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES - FACILITIES	\$ 3.67	pwfacc
269230	5/27/2020	B31537	COASTAL FARM &	MAINTENANCE SUPPLIES	\$ 120.00	wwtpcc
269228	5/27/2020	CR155492	FERGUSON ENTERPRISES, INC	COUPLING - 2 PVC S40	\$ 3.63	wdistcc
269192	5/27/2020	41600357156	LES SCHWAB TIRE CENTERS	FLAT TIRE REPAIR #709	\$ 21.74	dshop
269223	5/27/2020	G25147	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 55.33	parksccl
269232	5/27/2020	G25170	SEBO'S DO-IT CENTER	FASTENERS FOR #90009	\$ 5.10	shopcc
269233	5/27/2020	G25345	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 2.54	parksccl
269235	5/27/2020	G25583	SEBO'S DO-IT CENTER	WWTP RESTROOM UPGRADE	\$ 15.53	wwtpcc
269234	5/27/2020	4305-7	SHERWIN WILLIAMS	WWTP RESTROOM UPGRADE	\$ 228.30	wwtpcc
269266	5/28/2020	111-8861507-9980257	AMAZON.COM SERVICES, INC	LAPTOPS FOR PLANNING COMMISSIONERS	\$ 4,557.77	infosyscc
269267	5/28/2020	111-5843301-6759400	AMAZON.COM SERVICES, INC	TV FOR FIBER DIVISION	\$ 260.87	fibercc
269279	5/28/2020	114-3418124-9699404	AMAZON.COM SERVICES, INC	FOAM EARPLUGS	\$ 26.24	pwfacc
269280	5/28/2020	36165	BEN RICHARDS FABRICATION	CATALYTIC CONERTER VEH #139	\$ 967.82	shopcc
269278	5/28/2020	E/4948901	CHEVRON AND TEXACO UNIVERSAL	FUEL #90002	\$ 8.65	wdistcc
269380	5/28/2020	63672	CHRISTIANSON'S NURSERY	PLANTINGS	\$ 101.90	fibercc
269265	5/28/2020	B32244	COASTAL FARM &	MAINTENANCE SUPPLIES	\$ 173.91	wwtpcc
269274	5/28/2020	05282020	FLOORING CONNECTIONS	COVID19 COUNTER UPGRADE	\$ 6,652.44	pwfacc
269268	5/28/2020	281363209	GODADDY.COM LLC	SSL CERTIFICATE TO SECURE ALL CITY WEBSITE	\$ 591.98	infosyscc
269269	5/28/2020	281363209	GODADDY.COM LLC	SSL CERTIFICATE USED TO SECURE ALL WEBSITES SECONDARY SSL	\$ 591.98	infosyscc
269275	5/28/2020	378121	RITE AID	COVID19 SUPPLIES	\$ 8.64	pwfacc
269271	5/28/2020	G25798	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 14.89	parksccl
269277	5/28/2020	G26008	SEBO'S DO-IT CENTER	TOOLS	\$ 46.07	fibercc
269281	5/28/2020	4362-8	SHERWIN WILLIAMS	WWTP RESTROOM UPGRADE	\$ 152.77	wwtpcc
269282	5/28/2020	1ZG3TE580305239278	UNITED PARCEL SERVICE, INC	SHIPPING	\$ 16.28	afdcc

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269283	5/28/2020	1ZG3TE580307556663	UNITED PARCEL SERVICE, INC	SHIPPING (RETURN)	\$ 33.35	afdcc
269372	5/28/2020	9536	WEST MARINE PRODUCTS, INC	BOTTOM PAINT FOR SAILING CHASE BOAT	\$ 65.20	pkreccc
270261	5/28/2020	360-299-0813-1017915	ZIPLY FIBER	WWTP 5/28-6/27/20	\$ 310.56	dwtp
269276	5/29/2020	112-0145267-1308263	AMAZON.COM SERVICES, INC	COVID19 SUPPLIES	\$ 130.38	pwfacc
269371	5/29/2020	113-5585694-6687452	AMAZON.COM SERVICES, INC	CABLE	\$ 146.25	infosyscc
269388	5/29/2020	114-6009472-8297819	AMAZON.COM SERVICES, INC	RAIN SUIT	\$ 167.39	pwfacc
269373	5/29/2020	849866	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES - PPE	\$ 49.02	pwfacc
269379	5/29/2020	10470	FIRE EQUIPMENT ASSOCIATES	FLOW NOZZLES X 2	\$ 880.39	wtpcc
269381	5/29/2020	8561 61 26858	HOME DEPOT	TOOLS	\$ 172.96	fibercc
270184	5/29/2020	172586	INFOSEND, INC.	MAY 2020 PROCESSING	\$ 3,332.15	finance
269382	5/29/2020	69769308	LOWE'S BUSINESS ACCOUNT/GEMB	PLANTINGS	\$ 211.05	fibercc
269375	5/29/2020	G26491	SEBO'S DO-IT CENTER	COVID-19 SUPPLIES - PPE	\$ 447.38	pwfacc
269383	5/29/2020	G26574	SEBO'S DO-IT CENTER	POTTING MIX	\$ 42.30	fibercc
269930	5/29/2020	1342393	SURETY PEST CONTROL	LIBRARY PEST CONTROL 5/29/20	\$ 66.31	publib
269378	5/29/2020	9642	WEST MARINE PRODUCTS, INC	WATER PUMP AQ KING 3.0	\$ 119.30	shopcc
269387	5/29/2020	WEB151015	ZOLL MEDICAL CORPORATION	ADULT REUSABLE SENSOR/CABLE	\$ 369.91	afdcc
269377	5/30/2020	FS200529635527	FS.COM, INC.	FIBER USE ITEMS	\$ 756.00	fibercc
269386	5/30/2020	142109695	ROCKAUTO LLC	ROTORS & BRAKE PADS FOR STOCK	\$ 1,077.50	shopcc
269384	5/30/2020	4428-7	SHERWIN WILLIAMS	WWTP RESTROOM UPGRADE	\$ 11.95	wwtpcc
269370	5/31/2020	E90738/1	ACE HARDWARE	ACE PARK SUPPLIES	\$ 60.60	parksccl
269389	5/31/2020	114-3580535-3993062	AMAZON.COM SERVICES, INC	SAFETY PROTECTIVE GLASSES	\$ 34.77	pwfacc
269390	5/31/2020	114-3418124-9699404	AMAZON.COM SERVICES, INC	SAFETY GEAR	\$ 270.47	pwfacc
270590	5/31/2020	9310	DALTON, OLMSTED & FUGLEVAND	WWTP OUTFALL PRE-DESIGN - MAY 2020	\$ 3,280.00	pw1
269476	5/31/2020	8561 02 75081	HOME DEPOT	STEP LADDER	\$ 57.48	shopcc
269474	5/31/2020	3034-3	SHERWIN WILLIAMS	CAPITAL PROJECT ADMIN RESTROOM	\$ 275.21	wwtpcc
269391	5/31/2020	00264743252201	UNITED PARCEL SERVICE, INC	ADDED CHARGES TO SHIPPING	\$ 2.07	afdcc
269475	6/1/2020	109148149	DEPARTMENT OF LICENSING	VEH #044 TAX & LICENSING	\$ 3,190.91	shopcc
269477	6/1/2020	I52078	FRONTIER BUILDING SUPPLY	FRONTIER WA PARK SUPPLIES	\$ 116.75	parksccl
269300	6/1/2020	1026078	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - CITY HALL 7/1-9/30/20	\$ 179.36	finance
269410	6/1/2020	1024805	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - FIRE STATION 1 7/1-9/30/2020	\$ 179.36	finance
269415	6/1/2020	1024806	GUARDIAN SECURITY SYSTEMS INC	CLOUD STORAGE/VIDEO FEED - SHOP 7/1-9/30/2020	\$ 714.16	finance

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269416	6/1/2020	1024807	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - WT PRESTON 7/1-9/30/2020	\$ 179.36	finance
269417	6/1/2020	1024808	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - APD 7/1-9/30/2020	\$ 179.36	finance
269419	6/1/2020	1024809	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - INTERPRETIVE CTR 7/1-9/30/2020	\$ 179.36	finance
269421	6/1/2020	1024810	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - FIDALGO CENTER 7/1-9/30/2020	\$ 179.36	finance
269422	6/1/2020	1024811	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - LIBRARY 7/1-9/30/2020	\$ 179.36	finance
269423	6/1/2020	1024812	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - MUSEUM 7/1-9/30/2020	\$ 179.36	finance
269424	6/1/2020	1024813	GUARDIAN SECURITY SYSTEMS INC	ALARM MONITORING - WTP 7/1-9/30/2020	\$ 104.16	finance
270390	6/1/2020	SKAGIT0420-1	PRIMARY SOURCE	SKAGIT LIBRARIES DAY	\$ 4,085.42	publib
269470	6/1/2020	G28447	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 65.11	parksccl
269473	6/1/2020	G28471	SEBO'S DO-IT CENTER	FACILITY USE ITEM - CEILING PANEL	\$ 199.96	pwfacc
269478	6/1/2020	G28550	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 70.64	parksccl
269479	6/1/2020	G28741	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 28.74	parksccl
269480	6/1/2020	4500-3	SHERWIN WILLIAMS	CAPITAL PROJECT ADMIN UPGRADE	\$ 10.76	wwtpcc
269472	6/1/2020	D9B52EC-0004	SKEDDA	SKEDDA SOFTWARE 2020	\$ 340.00	pkrecc
269925	6/1/2020	1349698	SURETY PEST CONTROL	OPS PEST CONTROL 6/1/20	\$ 65.22	dshop
269471	6/1/2020	1925	THRIFTY CLEANERS	MAY UNIFORM LAUNDRY	\$ 53.17	afdcc
269613	6/1/2020	34684	THRIFTY CLEANERS	UNIFORM CLEANING; 4/30/20 - 5/31/20	\$ 121.19	apd
269393	6/1/2020	3005287722	THYSSENKRUPP ELEVATOR CORP	CITY HALL ELEVATOR 6/1-8/31/20	\$ 660.94	finance
269483	6/1/2020	POB 547	UNITED STATES POSTAL SERVICE	PO BOX 547 1 YR RENEWAL 7/1/20-6/30/2021	\$ 364.00	financecc
269524	6/2/2020	E92437/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 19.54	wwtpcc
269526	6/2/2020	E92041/1	ACE HARDWARE	ACE PARK SUPPLIES	\$ 17.14	parksccl
269515	6/2/2020	111-4217237-3005053	AMAZON.COM SERVICES, INC	RASPBERRY PI FOR FIBER	\$ 108.69	infosyscc
269518	6/2/2020	112-9098764-4541842	AMAZON.COM SERVICES, INC	COVID-19 SUPPLIES	\$ 14.12	financecc
269521	6/2/2020	111-4850986-6960203	AMAZON.COM SERVICES, INC	IPAD KEYBOARD CASE	\$ 73.76	wtpcc
269522	6/2/2020	111-1671387-1066658	AMAZON.COM SERVICES, INC	PENS, BATTERIES	\$ 39.21	wtpcc
269525	6/2/2020	114-3418124-9699404	AMAZON.COM SERVICES, INC	RATCHET WRENCH	\$ 166.94	pwfacc
269529	6/2/2020	000365212	AMERICAN HEART ASSOCIATION	HEART ASSOCIATION FIRST AID COURSE WONG	\$ 56.52	parksccl
269584	6/2/2020	O-0000017034	AXOM	TRAINING REG / TASER CEW INSTRUCTOR TRAINING CORP MICHAEL	\$ 495.00	apdcc
269520	6/2/2020	634072	DAY WIRELESS SYSTEMS INC	WTP RADIO BATTERY	\$ 103.12	wtpcc
269527	6/2/2020	I52323	FRONTIER BUILDING SUPPLY	4X4 TREATED LUMBER	\$ 11.67	shopcc

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269585	6/2/2020	85630005294327	HOME DEPOT	ASAC ITEM USE - FLOORING SUPPLIES	\$ 33.27	financecc
269600	6/2/2020	001-467159	PISTON SERVICE OF ANACORTES	PISTON SERVICE WA PARK SUPPLIES	\$ 111.48	parksccl
269523	6/2/2020	24238092	PURCELL TIRE AND SERVICE CENTE	DISMOUNT MOUNT TIRES & VALVE STEMS	\$ 385.32	shopcc
269586	6/2/2020	376829	RED LION HOTEL	HOTEL STAY FOR RECRUITS AT ACADEMY (HOTEL NEEDED DUE TO COVID)	\$ 146.49	apdcc
269528	6/2/2020	G29220	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 15.97	parksccl
270675	6/2/2020	5402301	SOFTCHOICE CORPORATION	OFFICE 365 EXCHANGE ONLINE MIGRATION CONSULTANT	\$ 4,767.50	infosys
270293	6/2/2020	1350408	SURETY PEST CONTROL	SURETY PEST CONTROL GRAND VIEW	\$ 50.00	parksccl
269519	6/2/2020	114-10427022	UNITED SITE SERVICES, INC	WTP PENN AVE PORTA POTTI 5/1-5/31/20	\$ 158.85	wtpcc
269614	6/2/2020	WMRS-1743	US DEPT OF AGRICULTURE	INSPECTION OF EVIDENCE SCALES (REQUIRED ANNUAL INSPECTION)	\$ 33.60	apd
269591	6/3/2020	E92518/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 1.41	wwtpcc
269516	6/3/2020	111-8083239-3888202	AMAZON.COM SERVICES, INC	HARD DRIVES TO INCREASE CAPACITY ON NAS BACKUP SERVER	\$ 376.65	infosyscc
269582	6/3/2020	112-8122981-7521005	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 42.28	wwtpcc
269592	6/3/2020	111-9367853-0801031	AMAZON.COM SERVICES, INC	SQUARE JACK VEH #842	\$ 136.91	shopcc
269594	6/3/2020	WAPELRA	ASSOCIATION OF WASHINGTON	WAPELRA WEBINAR SERIES	\$ 22.00	hrcccl
269583	6/3/2020	107627	FIDALGO BAY XPRESS	PROPANE GAS	\$ 8.91	shopcc
269602	6/3/2020	2789	IDEAL CALIBRATIONS	REPLACEMENT ALTAIR DETECTOR SENSORS	\$ 131.00	afdcc
269588	6/3/2020	001-467205	PISTON SERVICE OF ANACORTES	2" ROLOC VEH #704	\$ 14.52	shopcc
269589	6/3/2020	G29769	SEBO'S DO-IT CENTER	REPAIR PARTS #704	\$ 13.45	shopcc
269593	6/3/2020	G29890	SEBO'S DO-IT CENTER	MARKING PAINT	\$ 29.78	pwfacc
269601	6/3/2020	G29713	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 79.30	parksccl
269581	6/3/2020	115612	THE HOSE SHOP, INC	WTP PUMP FLUID	\$ 51.32	wtpcc
269603	6/3/2020	30adb3b1	THE MAILBOX	RETURN SHIPPING OF PARTS	\$ 19.82	shopcc
269604	6/3/2020	393501049956	THE MAILBOX	WA PARK SUPPLIES	\$ 29.30	parksccl
269498	6/3/2020	278887	U.S. MOWER	PARTS FOR VEH #704	\$ 17.61	dshop
269661	6/3/2020	023894	WEST MARINE PRODUCTS, INC	FILLER SUPPLIES- #704	\$ 61.37	shopcc
269580	6/3/2020	INV24169608	ZOOM VIDEO COMMUNICATIONS INC.	SUBSCRIPTION	\$ 16.29	execc
269666	6/4/2020	111-0020644-6183403	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 17.36	wwtpcc
269667	6/4/2020	111-4979627-1957866	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 14.12	wwtpcc
269668	6/4/2020	111-3143177-4733803	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 17.23	wwtpcc
269669	6/4/2020	111-5833474-7780209	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 46.44	wwtpcc
269749	6/4/2020	850319	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES - PPE	\$ 640.33	pwfacc
269750	6/4/2020	850453	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES - PPE	\$ 135.88	pwfacc

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269757	6/4/2020	850302	BAYSHORE OFFICE PRODUCTS INC	BASIC OFFICE SUPPLIES (CD'S, STAPLES, PAPER PADS AND POST ITS)	\$ 107.41	apdcc
269655	6/4/2020	217570-5	BIRCH EQUIPMENT CO., INC	ROLLER RENTAL- WATER DEPT	\$ 349.74	wdistcc
269656	6/4/2020	217570	BIRCH EQUIPMENT CO., INC	DIESEL FOR ROLLER RENTAL- WATER DEPT	\$ 7.07	wdistcc
269654	6/4/2020	910570	FULL COMPASS	WEBCAMS	\$ 367.44	infosyscc
269741	6/4/2020	11979987	HACH COMPANY	LAB SUPPLIES	\$ 90.59	wwtpcc
269662	6/4/2020	55298107	LOWE'S BUSINESS ACCOUNT/GEMB	TOTE	\$ 10.85	wtpcc
269762	6/4/2020	S1888649.002	PUGET SOUND PIPE AND SUPPLY CO	INTAKE SUMP PUMP FITTING	\$ 71.73	wtpcc
269746	6/4/2020	67001991037	SAFEWAY INC	COVID-19 SUPPLIES - PPE	\$ 79.77	pwfacc
269747	6/4/2020	48001992002	SAFEWAY INC	FIRESTATION SUPPLIES	\$ 243.31	pwfacc
269748	6/4/2020	93001109009	SAFEWAY INC	FIRESTATION SUPPLIES	\$ 60.83	pwfacc
269657	6/4/2020	G30408	SEBO'S DO-IT CENTER	ELECTRONICS CLEANER	\$ 10.86	afdcc
269659	6/4/2020	G30423	SEBO'S DO-IT CENTER	TOOLS	\$ 82.28	fibercc
269664	6/4/2020	G30315	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 21.29	parksccl
269665	6/4/2020	G30477	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 14.90	parksccl
269759	6/4/2020	294	WEST MARINE PRODUCTS, INC	WTP BOAT SUPPLIES	\$ 217.14	wtpcc
269752	6/5/2020	848428	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES - PPE	\$ 4,487.46	pwfacc
269753	6/5/2020	850544	BAYSHORE OFFICE PRODUCTS INC	FACILITY USE ITEMS	\$ 2.35	pwfacc
269742	6/5/2020	S145839	BROOKFIELD AMETEK	INSTRUMENT CALIBRATIONS	\$ 2,353.81	wwtpcc
269660	6/5/2020	000018	CLEAN AND CLIP	K9 T-BONE GROOMING	\$ 50.00	apdcc
269873	6/5/2020	130160	FRONTIER FORD	PARTS VEH #158	\$ 205.07	dshop
270402	6/5/2020	9316231860	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC DROP CABLE	\$ 680.56	fiber
270186	6/5/2020	11984624	HACH COMPANY	DESICCANT CARTRIDGES X 12	\$ 571.39	dwtpp
269745	6/5/2020	0581923-IN	NATIONAL SAFETY, INC	SAFETY SUPPLIES	\$ 157.56	wwtpcc
270127	6/5/2020	13384	NW COMMUNICATIONS, INC	VEH 192 RADIO LABOR & MATERIALS	\$ 314.09	dshop
269744	6/5/2020	1522-1294	REPSAFETY	SAFETY	\$ 40.00	wwtpcc
269766	6/5/2020	593 3 48 5587	SAFEWAY INC	COVID 19 SUPPLIES	\$ 18.46	wwtpcc
269739	6/5/2020	G31237	SEBO'S DO-IT CENTER	FIRESTATION 2 SUPPLIES	\$ 16.17	pwfacc
269754	6/5/2020	G31311	SEBO'S DO-IT CENTER	GRAY SPRAY PRIMER	\$ 12.15	shopcc
269761	6/5/2020	G31297	SEBO'S DO-IT CENTER	UTILITY BRUSH, 3" BRUSH HEAD, PAINT PAIL	\$ 58.11	wdistcc
269764	6/5/2020	G31086	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 28.06	parksccl
269756	6/5/2020	4650-6	SHERWIN WILLIAMS	YLW FIRE HYDRANT PAINT	\$ 151.72	wdistcc
269992	6/5/2020	263361	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED	\$ 24.85	dwtpp
269751	6/5/2020	000195	WHEELHOUSE DISTILLERY	COVID-19 SUPPLIES - PPE	\$ 173.92	pwfacc
269774	6/6/2020	59364	STOW-IT	JOB SHACK RENTAL - FIBER	\$ 217.40	wdist
269765	6/6/2020	1ZG3TE580338546053	UNITED PARCEL SERVICE, INC	SHIPPING (RETURN)	\$ 10.28	afdcc
269755	6/6/2020	3VNQT-V5A29-9K5	VISTAPRINT	BUSINESS CARDS - BRIAN MD, KENT B	\$ 42.39	wtpcc
269743	6/7/2020	112-8635981-3121008	AMAZON.COM SERVICES, INC	TRAINING MATERIAL	\$ 104.35	wwtpcc

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269760	6/7/2020	114-4746302-9149858	AMAZON.COM SERVICES, INC	CAUTION TAPE / THREAD SEALANT	\$ 216.08	pwfaccc
269839	6/8/2020	E95791/1	ACE HARDWARE	ACE HARDWARE PARK SUPPLIES	\$ 47.93	parksccl
269852	6/8/2020	E96005/1	ACE HARDWARE	ACE PARK SUPPLIES	\$ 21.73	parksccl
269846	6/8/2020	WAANA126104	FASTENAL COMPANY	FASTENAL PARK SUPPLIES	\$ 89.88	parksccl
270323	6/8/2020	9316243990	GRAYBAR ELECTRIC COMPANY, INC	VAULTS	\$ 2,309.12	fiber
269840	6/8/2020	42655969	LOWE'S BUSINESS ACCOUNT/GEMB	GUTTER SUPPORTS	\$ 9.91	wtpcc
269842	6/8/2020	302006	MARINE PARTS EXPRESS	MAINTENANCE SUPPLIES	\$ 49.38	wwtpcc
269850	6/8/2020	24238295	PURCELL TIRE AND SERVICE CENTE	TIRES #90008	\$ 90.77	shopcc
269844	6/8/2020	G33160	SEBO'S DO-IT CENTER	COVID-19 SUPPLIES - PPE	\$ 2.95	pwfaccc
269847	6/8/2020	G33448	SEBO'S DO-IT CENTER	CABLE TIES	\$ 25.56	fibercc
269851	6/8/2020	G33213	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 9.23	parksccl
270129	6/8/2020	550722355	SIGMA-ALDRICH, INC.	WTP LAB PROFICIENCY TESTING SAMPLES	\$ 309.93	dwtpp
269843	6/8/2020	PJ0030016956	SIGND0G NW	COVID-19 EQUIPMENT - PPE	\$ 576.11	pwfaccc
269770	6/8/2020	114-10449313	UNITED SITE SERVICES, INC	FIBER RESTROOM	\$ 22.98	wdist
269896	6/9/2020	E96492/1	ACE HARDWARE	ACE PARK SUPPLIES	\$ 30.31	parksccl
269841	6/9/2020	112-9363579-0606663	AMAZON.COM SERVICES, INC	CELL PHONE SUPPLIES FOR WORKING REMOTELY	\$ 20.49	pkreccc
269845	6/9/2020	112-3979653-3740268	AMAZON.COM SERVICES, INC	COVID-19 SUPPLIES - PPE	\$ 294.25	pwfaccc
269897	6/9/2020	114-0911014-1886623	AMAZON.COM SERVICES, INC	CABLES	\$ 10.85	infosyscc
269898	6/9/2020	113-2704770-0859421	AMAZON.COM SERVICES, INC	IPHONE CASE FOR BOB VAUX	\$ 13.03	infosyscc
269899	6/9/2020	112-9901681-5576202	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 18.36	wwtpcc
269900	6/9/2020	112-3760917-4639446	AMAZON.COM SERVICES, INC	OPERATING AND TRAINING SUPPLIES	\$ 134.75	wwtpcc
269901	6/9/2020	111-7502942-9763458	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 30.68	wwtpcc
269913	6/9/2020	111-2651963-3381844	AMAZON.COM SERVICES, INC	SMALL TOOLS	\$ 64.13	wwtpcc
269914	6/9/2020	111-5469866-9822658	AMAZON.COM SERVICES, INC	LUNCHROOM SUPPLIES	\$ 51.72	wwtpcc
270111	6/9/2020	112-3259399-5875453	AMAZON.COM SERVICES, INC	LARGE ALUM SHEET CAKE PANS #90009	\$ 91.36	shopcc
269968	6/9/2020	850925	BAYSHORE OFFICE PRODUCTS INC	COVID-19 PPE	\$ 310.84	pwfaccc
270301	6/9/2020	83646067	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	\$ 30.46	medic
269911	6/9/2020	I54469	FRONTIER BUILDING SUPPLY	GLOSS BLUE DUMPSTER PAINT	\$ 106.30	shopcc
270304	6/9/2020	BC1129148	GALLS, LLC.	ANNUAL UNIFORM ORDER - BROWN	\$ 611.91	medic
270305	6/9/2020	BC1129149	GALLS, LLC.	ANNUAL UNIFORM ORDER - JP	\$ 439.14	medic
270307	6/9/2020	BC1129150	GALLS, LLC.	ANNUAL UNIFORM ORDER - Q	\$ 457.55	medic

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270308	6/9/2020	BC1129151	GALLS, LLC.	ANNUAL UNIFORM ORDER - RD	\$ 316.32	medic
270309	6/9/2020	BC1129152	GALLS, LLC.	ANNUAL UNIFORM ORDER - BYER	\$ 1,072.04	medic
269909	6/9/2020	1374649	GENERAL PACIFIC INC	FO SPLICE CLOSURE NO SLACK BRACKET 24" X 10"	\$ 1,173.96	pwfacc
269973	6/9/2020	001-467804	PISTON SERVICE OF ANACORTES	MAINTENANCE SUPPLIES	\$ 21.48	wwtpcc
269905	6/9/2020	24238207	PURCELL TIRE AND SERVICE CENTE	TIRES FOR #220, #022, STOCK	\$ 2,081.56	shopcc
269906	6/9/2020	24238298	PURCELL TIRE AND SERVICE CENTE	VEH #414 PARTS	\$ 119.03	shopcc
269907	6/9/2020	24238297	PURCELL TIRE AND SERVICE CENTE	TIRE MOUNT/DISMOUNT VEH #514	\$ 160.33	shopcc
269908	6/9/2020	24238296	PURCELL TIRE AND SERVICE CENTE	TIRES #512	\$ 108.16	shopcc
269902	6/9/2020	G34059	SEBO'S DO-IT CENTER	COVID-19 - PPE - LIBRARY	\$ 85.21	pwfacc
269912	6/9/2020	G33863	SEBO'S DO-IT CENTER	PAINT SUPPLIES FOR DUMPSTERS	\$ 96.31	shopcc
269910	6/9/2020	8847-4	SHERWIN WILLIAMS	PAINT SUPPLIES	\$ 40.14	shopcc
269972	6/9/2020	10469-deposit	SUPER HAWK CANOPIES	CANOPY FOR PICKUP TRUCK	\$ 400.00	fibercc
269979	6/9/2020	1344889	SURETY PEST CONTROL	WA PARK PEST CONTROL 5/27/20	\$ 70.66	parksccl
269969	6/10/2020	E97022/1	ACE HARDWARE	FACILITY USE ITEM	\$ 23.45	pwfacc
269974	6/10/2020	E97305/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 10.39	wwtpcc
269975	6/10/2020	E97345/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 17.31	wwtpcc
269978	6/10/2020	111-4812637-9256263	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 127.80	wwtpcc
270188	6/10/2020	7167	C & C TIMBER INC	WA PARK FIREWOOD/RESELL ITEM	\$ 1,575.00	parksl
269980	6/10/2020	2-592165-3	DIAMOND RENTALS, INC.	GRANDVIEW CEMETERY 5/11/20	\$ 107.00	parksccl
269981	6/10/2020	2-592167-3	DIAMOND RENTALS, INC.	RV PARK/THOMPSON TRAIL 5/11/20	\$ 272.00	parksccl
270027	6/10/2020	20-18986	EDGE ANALYTICAL, INC	WATER SAMPLE, DECEPTION PASS METER	\$ 15.00	wdist
269971	6/10/2020	WAANA126176	FASTENAL COMPANY	FASTENAL PARK SUPPLIES	\$ 73.99	parksccl
269482	6/10/2020	0885774	FERGUSON ENTERPRISES, INC	RESTOCK - LF 1X3/4 BRZ INS X MALE	\$ 4,010.23	wdist
269963	6/10/2020	I54569	FRONTIER BUILDING SUPPLY	FACILITY USE ITEM	\$ 23.87	pwfacc
269970	6/10/2020	FS200609602610	FS.COM, INC.	FIBER OPTIC PATCH CORDS AND SFP PROGRAMMER	\$ 323.93	fibercc
270013	6/10/2020	036114	LOU'S GLOVES, INC	MAINTENANCE SUPPLIES	\$ 336.00	wwtpcc
270300	6/10/2020	06919375	MCKESSON MEDICAL-SURGICAL	PHARMACEUTICALS	\$ 36.05	medic
269964	6/10/2020	G34459	SEBO'S DO-IT CENTER	ASAC FACILITY USE ITEMS	\$ 8.22	pwfacc
269965	6/10/2020	G34308	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 12.32	parksccl
269977	6/10/2020	G34507	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 3.99	parksccl
270189	6/10/2020	1209973	SKAGIT PUBLISHING LLC	PUBLISH AA-2017843	\$ 57.96	finance
269976	6/10/2020	003868	UNITED PARCEL SERVICE, INC	SHIPPING FEES- STREET DEPT	\$ 323.00	shopcc
270012	6/11/2020	E97817/1	ACE HARDWARE	ACE PARK SUPPLIES	\$ 11.73	parksccl
270016	6/11/2020	E97702/1	ACE HARDWARE	COVID-19 PPE	\$ 608.63	pwfacc
270014	6/11/2020	111-1377931-3743453	AMAZON.COM SERVICES, INC	RAIN/SAFETY GEAR	\$ 118.43	wwtpcc
270017	6/11/2020	111-8498421-0618600	AMAZON.COM SERVICES, INC	PHONE CASE, BATTERIES, PUSH PINS	\$ 52.58	wtpcc

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270019	6/11/2020	111-0183243-6686602	AMAZON.COM SERVICES, INC	TONER CARTRIDGES	\$ 50.98	wtpcc
270101	6/11/2020	849867	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES	\$ 94.18	pwfacc
270102	6/11/2020	851217	BAYSHORE OFFICE PRODUCTS INC	COVID-19 SUPPLIES	\$ 232.57	pwfacc
270100	6/11/2020	967-12579544	BLUEBEAM SOFTWARE INC	BLUEBEAM REVU CAD	\$ 488.06	infosyscc
270063	6/11/2020	BURL00215264-001	CB WHOLESALE BURLINGTON	FACILITY USE ITEM	\$ 62.93	pwfacc
270267	6/11/2020	0886790	FERGUSON ENTERPRISES, INC	WATER INVENTORY	\$ 2,339.22	wdist
270018	6/11/2020	3273	FLSMIDTH KREBS INC	FREIGHT ON INVOICE 024789 FOR APEX TIPS X 12	\$ 234.42	wtpcc
270020	6/11/2020	FS200610603548	FS.COM, INC.	FIBER OPTIC SPLITTERS	\$ 1,493.55	fibercc
270025	6/11/2020	1374966	GENERAL PACIFIC INC	FIBER SPLICE TRAY KITS	\$ 106.96	wdist
269936	6/11/2020	41600358539	LES SCHWAB TIRE CENTERS	FLAT TIRE REPAIR #175	\$ 21.74	dshop
270022	6/11/2020	G34830	SEBO'S DO-IT CENTER	TOOLS	\$ 88.62	fibercc
269967	6/11/2020	120896998	ULINE, INC.	MAINTENANCE SUPPLIES	\$ 731.64	wwtpcc
270385	6/12/2020	19670460	ALLIED TRENCHLESS	TRENCHLESS OUTFALL REHABILITATION	\$ 36,529.25	dwwtp
270392	6/12/2020	00-2019-240 - 8	ALTA PLANNING AND DESIGN, INC	COMMERCIAL AVE CORRIDOR PHASE 1 - 11TH-13TH ST DESIGN - MAY 2020	\$ 5,122.68	pw1
270116	6/12/2020	112-5824863-2965032	AMAZON.COM SERVICES, INC	MOTOROLA RADIO CHARGER	\$ 44.95	afdcc
270117	6/12/2020	112-7647185-3817855	AMAZON.COM SERVICES, INC	MOTOROLA RADIO CHARGER	\$ 44.95	afdcc
270078	6/12/2020	851393	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 52.83	wwtpcc
270103	6/12/2020	42057300749	EDGE ANALYTICAL, INC	WTP PAID 10 LAB ANALYSIS INVOICES ONLINE	\$ 722.00	wtpcc
270384	6/12/2020	E20028P	ELEMENTAL AIR, LLC	WWTP EMISSIONS PERFORMANCE TEST AND RATA - 80%	\$ 29,037.20	dwwtp
270064	6/12/2020	I55321	FRONTIER BUILDING SUPPLY	COVID-19 PPE	\$ 46.48	pwfacc
270133	6/12/2020	130227	FRONTIER FORD	SPO INSULATION #158	\$ 78.33	dshop
270072	6/12/2020	S014324487.001	KELLER SUPPLY COMPANY	WWTP RESTROOM	\$ 548.05	wdistcc
270067	6/12/2020	3213893	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 163.23	wwtpcc
270113	6/12/2020	104498	PORT OF ANACORTES	NON ETHANOL GAS 90011	\$ 60.26	shopcc
270109	6/12/2020	24238299	PURCELL TIRE AND SERVICE CENTE	TIRES #704	\$ 336.97	shopcc
270249	6/12/2020	103790180	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 6/1-6/30/20	\$ 378.00	finance
270065	6/12/2020	G35546	SEBO'S DO-IT CENTER	FACILITY USE ITEM	\$ 165.21	pwfacc
270077	6/12/2020	G35682	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 14.09	parkscc1
270114	6/12/2020	G35812	SEBO'S DO-IT CENTER	WD40, DUCT TAPE, ELECT TAPE, PROPANE, WIPES	\$ 111.96	wdistcc
270115	6/12/2020	G35840	SEBO'S DO-IT CENTER	SEBO PARK SUPPLIES	\$ 15.97	parkscc1
270106	6/12/2020	178488	SKAGIT REGIONAL HEALTH	PHYSICIAN EXAM FOR CDL	\$ 92.00	fibercc
270395	6/12/2020	100437	VECA ELECTRIC & TECHNOLOGIES	PUMP STATION 16 PUMP ELECTRICAL UPGRADE	\$ 11,587.42	dwwtp

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270110	6/13/2020	112-8974282-7488218	AMAZON.COM SERVICES, INC	WATERPROOF BACKUP CAM, #513	\$ 21.04	shopcc
270066	6/13/2020	G36540	SEBO'S DO-IT CENTER	WALLPLATE, LED BULB	\$ 10.63	afdcc
270107	6/13/2020	06/13/2020	US BANK	OPERATING SUPPLIES	\$ 17.39	fibercc
270070	6/14/2020	113-5996093-3434668	AMAZON.COM SERVICES, INC	ALCOHOL WIPES	\$ 76.05	fibercc
270071	6/14/2020	113-3399039-6759415	AMAZON.COM SERVICES, INC	FIBER SPLICE PROTECTION TUBES	\$ 23.81	fibercc
270105	6/14/2020	111-3136502-0812216	AMAZON.COM SERVICES, INC	PRINTER	\$ 542.49	wtpcc
270108	6/14/2020	113-7185065-4234613	AMAZON.COM SERVICES, INC	K9 T-BONE FOOD	\$ 102.48	apdcc
270255	6/14/2020	20-17570	EDGE ANALYTICAL, INC	LAB TESTING	\$ 135.15	dwwtp
270118	6/14/2020	1ZG3TE580319880889	UNITED PARCEL SERVICE, INC	SHIPPING (RETURN)	\$ 56.77	afdcc
270173	6/15/2020	F00061/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 4.48	wwtpcc
270174	6/15/2020	F00087/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 4.48	wwtpcc
270177	6/15/2020	111-8805824-1488229	AMAZON.COM SERVICES, INC	OFFICE SUPPLY	\$ 21.72	wwtpcc
270179	6/15/2020	111-2574672-6429026	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 141.26	wwtpcc
270183	6/15/2020	111-6543380-3849030	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 94.66	wwtpcc
270373	6/15/2020	279646B	BAY CITY SUPPLY	COVID-19 PPE	\$ 1,193.47	pwfac
270178	6/15/2020	20107I	BEAVER EQUIPMENT, LLC	VALVE REPLACEMENT SEAL KITS	\$ 436.82	wtpcc
270201	6/15/2020	15-05231-26663	EBAY	LINE CARD	\$ 1,695.72	fibercc
270207	6/15/2020	001-468450	PISTON SERVICE OF ANACORTES	FITTINGS, HYD HOSE, #859	\$ 11.48	dshop
270209	6/15/2020	001-468487	PISTON SERVICE OF ANACORTES	HALOGEN LAMP #514	\$ 28.70	dshop
270176	6/15/2020	94078	PORT OF ANACORTES	SAILING PROGRAM DOCK RENTAL	\$ 392.97	pkreccc
270180	6/15/2020	24238370	PURCELL TIRE AND SERVICE CENTE	TIRES #220	\$ 408.14	shopcc
270181	6/15/2020	24238613	PURCELL TIRE AND SERVICE CENTE	TIRES #512	\$ 77.72	shopcc
270388	6/15/2020	P1927-1	QCC QUALITY CONTROLS CORP.	PUMP STATION 16 PUMP ELECTRICAL UPGRADE - CONTROL SYSTEMS	\$ 52,938.51	dwwtp
270175	6/15/2020	G37309	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 45.19	parksccl
270206	6/15/2020	2667	SKAGIT 911	3RD INSTALLMENT FOR 2020 - QTR 3 LAW RADIO MAINT/MNGT	\$ 50,231.00	apd
270303	6/15/2020	2666	SKAGIT 911	3RD QTR 2020 - RADIO MAINTENANCE	\$ 4,972.00	medic
270371	6/15/2020	RE41 JA2711 L162	WASHINGTON STATE DEPARTMENT	SIGNAL LIGHT MAINT MAY 2020	\$ 76.76	dshop
270182	6/16/2020	112-1115507-1549808	AMAZON.COM SERVICES, INC	ATV TIRE #838	\$ 469.56	shopcc
270199	6/16/2020	113-0050525-8597876	AMAZON.COM SERVICES, INC	CABLES TO UPGRADE CITY HALL HYPERCONVERGENCE NODES	\$ 65.16	infosyscc

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270200	6/16/2020	114-6183445-0673018	AMAZON.COM SERVICES, INC	HDMI CABLE WITH ETHERNET	\$ 270.65	infosyscc
270202	6/16/2020	113-5353951-3912200	AMAZON.COM SERVICES, INC	FLEX CLIPS	\$ 405.00	fibercc
270369	6/16/2020	283546	BAY CITY SUPPLY	COVID-19 PPE	\$ 116.42	pwfac
270370	6/16/2020	283920	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 756.66	pwfac
270198	6/16/2020	E/4870432	CHEVRON AND TEXACO UNIVERSAL	FUEL FOR DEWATERING PLANT	\$ 44.30	wwtpcc
270126	6/16/2020	20-18093	EDGE ANALYTICAL, INC	LAB TESTING	\$ 45.05	dwwtp
270314	6/16/2020	WAANA126325	FASTENAL COMPANY	EXAM GLOVES, SAWZALL BLADE, BATTERIES	\$ 56.77	medic
270262	6/16/2020	9316373024	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE SLEEVES	\$ 35.86	fiber
270263	6/16/2020	9316384476	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE SLEEVES	\$ 33.57	fiber
270265	6/16/2020	9316373023	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC CONNECTORS	\$ 4,116.20	fiber
270229	6/16/2020	3213991	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 49.28	wwtpcc
270230	6/16/2020	3213992	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 150.74	wwtpcc
270185	6/16/2020	001-468521	PISTON SERVICE OF ANACORTES	SINGLE OIL FILTER, OIL DRAIN PLUG	\$ 116.06	dshop
270208	6/16/2020	001-468565	PISTON SERVICE OF ANACORTES	HYD HOSE, #859	\$ 163.90	dshop
269492	6/16/2020	1462057	POLYDYNE, INC	MAINTENANCE SUPPLIES	\$ 6,750.27	dwwtp
270203	6/16/2020	G38065	SEBO'S DO-IT CENTER	CONSUMABLES	\$ 101.19	fibercc
270320	6/16/2020	331 0523801	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.48	wdist
270266	6/16/2020	268853	USA BLUE BOOK	ROLLER ASSEMBLY X 2	\$ 473.65	dwwtp
270240	6/17/2020	F01355/1	ACE HARDWARE	HAMMER, HACK BLADE, WRENCHES	\$ 60.61	pwfaccc
270232	6/17/2020	112-2846063-9423417	AMAZON.COM SERVICES, INC	OTTER BOX FOR CELL PHONE	\$ 67.30	wwtpcc
270233	6/17/2020	111-7939686-4585063	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 51.56	wtpcc
270237	6/17/2020	114-6062788-2965026	AMAZON.COM SERVICES, INC	IPHONE CHARGER CABLE	\$ 23.90	pwfaccc
270239	6/17/2020	114-8542774-7338610	AMAZON.COM SERVICES, INC	SAFETY GLASSES	\$ 40.90	pwfaccc
270242	6/17/2020	111-9224415-5019438	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 19.50	wwtpcc
270294	6/17/2020	8498 30 017 0543538	COMCAST	DEPOT 611 R AVENUE - 6/22-7/21/20	\$ 186.15	parks1
270403	6/17/2020	WAANA126376	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 127.58	dwwtp
270234	6/17/2020	55430134	LOWE'S BUSINESS ACCOUNT/GEMB	CONNECTORS	\$ 8.63	wtpcc
270187	6/17/2020	RefundMoberg	MOBERG, ROBERT	WA PARK CAMPGROUND REFUND	\$ 162.00	parks1
270291	6/17/2020	850378	NAPA	ROTORK OIL ATF FLUID	\$ 10.81	wtpcc
270372	6/17/2020	0582995-IN	NATIONAL SAFETY, INC	EYE WASH, BURN GEL, RESTOCK FIRST AID	\$ 258.71	dshop
270204	6/17/2020	981283214	NORTHERN SAFETY CO INC	SAFETY GEAR- STREET DEPT	\$ 155.75	shopcc
270205	6/17/2020	904019107	NORTHERN SAFETY CO INC	SAFETY GEAR- STREET DEPT	\$ 56.43	shopcc
270212	6/17/2020	001-468737	PISTON SERVICE OF ANACORTES	HOBBS DC 80V \$11971	\$ 107.87	dshop

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270269	6/17/2020	001-468744	PISTON SERVICE OF ANACORTES	AIR FILTERS FOR STCK	\$ 218.95	dshop
270247	6/17/2020	0254615-IN	REISNER DISTRIBUTOR INC	DELO STARPLAX EP	\$ 133.30	dshop
270231	6/17/2020	G38599	SEBO'S DO-IT CENTER	V BELT #11971	\$ 11.08	shopcc
270241	6/17/2020	G38471	SEBO'S DO-IT CENTER	SEBOS PARK SUPPLIES	\$ 11.28	parksccl
270325	6/17/2020	1210435	SKAGIT PUBLISHING LLC	PUBLISH AA-2020268	\$ 186.76	finance
270676	6/17/2020	5412008	SOFTCHOICE CORPORATION	OFFICE 365 EXCHANGE ONLINE MIGRATION CONSULTANT	\$ 7,786.25	infosys
270396	6/17/2020	2020-0843	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH MAY 2020	\$ 215.00	plan
270238	6/17/2020	200491	T-SHIRTS BY DESIGN	SAFETY VEST LOGO PRINT	\$ 48.92	pwfacc
270387	6/17/2020	331 0523978	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 87.89	dwtpp
270285	6/17/2020	1z3y592x4213912280	UNITED PARCEL SERVICE, INC	SHIPMENT TO ELECTRO CHEMICAL DEVICES	\$ 64.53	wwtpcc
270286	6/17/2020	1z3y592x0747247074	UNITED PARCEL SERVICE, INC	SHIPMENT TO OHIO LUMEX ANALYTICAL LABORATORY	\$ 41.78	wwtpcc
270287	6/17/2020	06/17/2020	US BANK	HOSPITAL PARKING; INTERVIEW WITH VICTIM; APD CASE 20-A03673	\$ 4.00	apdcc
270210	6/17/2020	2119347	WASHINGTON TRACTOR, INC	PARTS #15910	\$ 18.47	dshop
270211	6/17/2020	2119348	WASHINGTON TRACTOR, INC	HOSE CLIP #11972	\$ 2.71	dshop
270213	6/17/2020	7123334-00	WESTERN EQUIPMENT, C/O TURFSTAR	V BELT #706	\$ 131.69	dshop
270214	6/17/2020	RefundWhite	WHITE, LISA	WA PARK CAMPGROUND REFUND WHITE	\$ 216.00	parksl
270290	6/18/2020	50602666	ALTEC INDUSTRIES, INC	DIELECTRIC TEST AND INSPECT BOOM TRUCK-#602	\$ 992.24	shopcc
270375	6/18/2020	283546A	BAY CITY SUPPLY	COVID-19 PPE	\$ 206.86	pwfac
270377	6/18/2020	284191	BAY CITY SUPPLY	COVID-19 PPE	\$ 269.03	pwfac
270353	6/18/2020	852038	BAYSHORE OFFICE PRODUCTS INC	COVID-19 PPE SUPPLIES	\$ 110.66	pwfacc
270243	6/18/2020	912 800 0000 0	CASCADE NATURAL GAS CORP.	CARNEGIE 5/16-6/17/20	\$ 53.00	museum
270245	6/18/2020	199 800 0000 4	CASCADE NATURAL GAS CORP.	703 R AVENUE 5/16-6/17/20	\$ 13.00	museum
270246	6/18/2020	795 700 0000 4	CASCADE NATURAL GAS CORP.	CITY HALL 5/16-6/17/20	\$ 494.22	finance
270251	6/18/2020	917 600 0000 9	CASCADE NATURAL GAS CORP.	1915 13TH ST. 5/16-6/17/20	\$ 23.28	parksl
270252	6/18/2020	638 000 0000 0	CASCADE NATURAL GAS CORP.	411 HILLCREST DR. #B, 5/16-6/17/20	\$ 13.00	parksl
270253	6/18/2020	538 000 0000 1	CASCADE NATURAL GAS CORP.	411 HILLCREST DR. 05/16-06/17/20	\$ 32.69	parksl
270254	6/18/2020	260 037 3822 1	CASCADE NATURAL GAS CORP.	611 R AVENUE 5/16-6/17/20	\$ 34.78	parksl
270256	6/18/2020	440 400 0000 0	CASCADE NATURAL GAS CORP.	FIDALGO CENTER 05/16-06/17/20	\$ 83.04	parksl
270264	6/18/2020	989 800 0000 8	CASCADE NATURAL GAS CORP.	WWTP 5/16-6/17/20	\$ 14.71	dwwtp
270311	6/18/2020	710 300 0000 5	CASCADE NATURAL GAS CORP.	OPS: 05/16- 06/17/20	\$ 272.45	dshop
270315	6/18/2020	674 400 0000 7	CASCADE NATURAL GAS CORP.	STA 1: 5/16 - 6/17	\$ 53.25	medic
270316	6/18/2020	169 400 0000 9	CASCADE NATURAL GAS CORP.	STA 2: 5/16 - 6/17	\$ 38.68	medic
270389	6/18/2020	154 700 0000 9	CASCADE NATURAL GAS CORP.	LIBRARY 5/16-6/17/20	\$ 165.40	publib
270283	6/18/2020	E/4970432	CHEVRON AND TEXACO UNIVERSAL	FUEL	\$ 44.02	wwtpcc

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270292	6/18/2020	I56735	FRONTIER BUILDING SUPPLY	FRONTIER THOMPSON TRAIL SUPPLIES	\$ 293.03	parksccl
270257	6/18/2020	9316416799	GRAYBAR ELECTRIC COMPANY, INC	MSTS	\$ 3,215.43	fiber
270284	6/18/2020	E0600B9ZDF	MICROSOFT CORPORATION	AZURE DISASTER RECOVERY SITE 5/2-6/1/20 RECEIPT NEEDED!!!!	\$ 457.57	infosyscc
270248	6/18/2020	MV235769	MOTOR TRUCKS, INC	LED LIGHT VEH #213	\$ 21.07	dshop
270268	6/18/2020	001-468886	PISTON SERVICE OF ANACORTES	FUEL CAP #142	\$ 7.28	dshop
270386	6/18/2020	70633289	PROQUEST LLC	WEB DATABASE SUBSCRIPTIONS	\$ 310.94	publib
270367	6/18/2020	24001582109	SAFeway INC	LAB SUPPLIES	\$ 68.83	wwtpcc
270288	6/18/2020	G39264	SEBO'S DO-IT CENTER	FACILITY REPAIR USE	\$ 45.56	pwfacc
270289	6/18/2020	29522	SOUND WATER SERVICES, INC	SCM CRANK ASSEMBLY X 2	\$ 555.00	wtppcc
270365	6/18/2020	1347500	SURETY PEST CONTROL	JUNE SERVICE - 29-2	\$ 44.57	afdcc
270354	6/19/2020	77376	AEDLAND / HOT BOX, LLC	REPLACEMENT BATTERIES FOR AED	\$ 719.95	pwfacc
270366	6/19/2020	111-7456952-3945042	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 30.42	wwtpcc
270357	6/19/2020	852254	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 20.40	fibercc
270348	6/19/2020	E/4973283	CHEVRON AND TEXACO UNIVERSAL	FUEL - #860	\$ 9.68	shopcc
270364	6/19/2020	662 52 34 852	COSTCO WHOLESALE CORPORATION	COVID COMPLIANCE SUPPLIES	\$ 650.97	wwtpcc
270361	6/19/2020	340991	DITCH WITCH WEST	TOOL JOINT- WATER	\$ 117.65	pwfacc
270405	6/19/2020	WAANA126396	FASTENAL COMPANY	PVC STOCK	\$ 52.32	dwwtp
270679	6/19/2020	2914-22006002	FCS GROUP	SEWER COST OF SERVICE AND RATE DESIGN STUDY THROUGH 6/19/20	\$ 8,342.81	pw1
270425	6/19/2020	0890198	FERGUSON ENTERPRISES, INC	GASKET & NUT/BOLT SET- WATER DEPT	\$ 94.59	wdist
270299	6/19/2020	9316436903	GRAYBAR ELECTRIC COMPANY, INC	ONLINE TRAINING	\$ 2,115.97	fiber
270324	6/19/2020	9316436904	GRAYBAR ELECTRIC COMPANY, INC	TEST CABLE FOR MST	\$ 108.33	fiber
270250	6/19/2020	RefundGross	GROSS, CAMILLE	WA PARK CAMPGROUND REFUND GROSS	\$ 27.00	parks1
270350	6/19/2020	195311	HARBOR FREIGHT TOOLS	PIPE BRUSH, ROLLING SEAT	\$ 31.92	wtppcc
270359	6/19/2020	7787137	JOTTO	DESK BASE- #044A	\$ 192.85	shopcc
270347	6/19/2020	36320110	PHILIPS HEALTHCARE	MEDICAL SERVICES & HEALTH-PHILIPS LIFELINE, LEOFF1 RETIREE	\$ 55.12	hrcc1
270363	6/19/2020	G39833	SEBO'S DO-IT CENTER	SAFETY PAINT #213	\$ 23.82	shopcc
270355	6/19/2020	265049	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED	\$ 59.24	wtppcc
270351	6/19/2020	25098678	TOYOTA LIFT NORTHWEST	PULLEY, SUB-ASSEMBLY HOSE- #418	\$ 560.35	shopcc
270356	6/19/2020	565B90755871CDF5	UNITED PARCEL SERVICE, INC	FREIGHT	\$ 445.24	fibercc
270270	6/19/2020	RefundWardwell	WARDWELL, ED	WA PARK CAMPGROUND REFUND WARDWELL	\$ 21.00	parks1
270360	6/20/2020	112-7886989-8537824	AMAZON.COM SERVICES, INC	MINDER HOUR METER- SHOP	\$ 95.55	shopcc
270362	6/20/2020	114-5967830-0508251	AMAZON.COM SERVICES, INC	IDC BUTT CONNECTOR- - WATER DEPT	\$ 282.62	pwfacc
270352	6/20/2020	06/2082020	HARBOR FREIGHT TOOLS	OPERATING SUPPLIES	\$ 25.06	pwfacc
270397	6/20/2020	3881	NW CLEANERS	JANITORIAL SERVICES - JUNE 2020	\$ 4,001.00	pw1

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270349	6/20/2020	86105082	OHD, LLLP	ANNUAL FIT TESTER CALIBRATION	\$ 740.00	afdcc
270358	6/22/2020	113-5842806-8409026	AMAZON.COM SERVICES, INC	TOOLS	\$ 137.84	fibercc
270459	6/22/2020	852337	BAYSHORE OFFICE PRODUCTS INC	CITY HALL OFFICE SUPPLIES - PAPER	\$ 205.33	financecc
270418	6/22/2020	B6AD3VSAP2	FACEBOOK	ADVERTISING, FACEBOOK	\$ 25.00	fibercc
270321	6/22/2020	06/22/2020	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
270416	6/22/2020	I57284	FRONTIER BUILDING SUPPLY	FACILITY USE ITEM	\$ 8.52	pwfacc
270677	6/22/2020	20411.16-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: CHERRY COURT 5/24/20-6/20/20	\$ 532.56	plan
270678	6/22/2020	20411.09-3	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: PARKVIEW COTTAGES 5/24-6/20	\$ 228.24	plan
270317	6/22/2020	RefundHaas	HAAS, DEBORAH	WA PARK CAMPGROUND REFUND HAAS	\$ 162.00	parks1
270453	6/22/2020	316030080	HACH COMPANY	LAB SUPPLIES	\$ 470.63	wwtpcc
270379	6/22/2020	RefundKelley	KELLEY, AMY	WA PARK CAMPGROUND REFUND KELLEY	\$ 135.00	parks1
270452	6/22/2020	324232	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 183.56	wwtpcc
270376	6/22/2020	001-469123	PISTON SERVICE OF ANACORTES	OPERATING SUPPLIES- #6913	\$ 140.97	dshop
270417	6/22/2020	G41467	SEBO'S DO-IT CENTER	HEART OF ANACORTES USE	\$ 18.31	pwfacc
270419	6/22/2020	G41437	SEBO'S DO-IT CENTER	OPERATING SUPPLIES- WATER DEPT	\$ 130.45	pwfacc
270420	6/22/2020	G41473	SEBO'S DO-IT CENTER	WASP AND HORNET KILLER- #6913	\$ 10.84	shopcc
270421	6/22/2020	G41751	SEBO'S DO-IT CENTER	TRUCK BED SPRAY COATING- WATER DEPT	\$ 35.12	wdistcc
270400	6/22/2020	RefundSam	SITHA, SAM	WA PARK CAMPGROUND REFUND SAM	\$ 84.00	parks1
270476	6/22/2020	273774	USA BLUE BOOK	FLOAT SWITCH	\$ 99.51	dwtpp
270458	6/23/2020	113-7828387-9329838	AMAZON.COM SERVICES, INC	PULL TAPE	\$ 293.31	fibercc
270462	6/23/2020	112-7857527-8535409	AMAZON.COM SERVICES, INC	SOCKET CAP SCREWS- #551	\$ 10.32	shopcc
270467	6/23/2020	112-9939760-1497045	AMAZON.COM SERVICES, INC	REUSABLE RESPIRATORS	\$ 353.41	afdcc
270468	6/23/2020	112-9939760-1497045	AMAZON.COM SERVICES, INC	REUSABLE RESPIRATORS	\$ 336.20	afdcc
270394	6/23/2020	RefundACHC	ANACORTES COMMUNITY HEALTH COU	REFUND FOR CANCELLED TRAINING	\$ 140.00	publib
270404	6/23/2020	RefundBennett	BENNETT, GARY	WA PARK CAMPGROUND REFUND BENNETT	\$ 84.00	parks1
270391	6/23/2020	RefundBents	BENTS-PATTERSON, WENDY	REFUND FOR CANCELLED TRAINING	\$ 70.00	publib
270460	6/23/2020	218687-5	BIRCH EQUIPMENT CO., INC	COMPACTOR ROLLER RENTAL- STREET DEPT	\$ 349.74	shopcc
270461	6/23/2020	218687-5	BIRCH EQUIPMENT CO., INC	FUEL FOR COMPACTOR ROLLER RENTAL- STREET DEPT	\$ 10.60	shopcc
270465	6/23/2020	W8147-5	BIRCH EQUIPMENT CO., INC	BLADE SHAFT NUT, OUTER COLLAR- #13-932	\$ 90.70	shopcc

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270587	6/23/2020	3766	DEATLEY, KAROLYNE	LOT BUY BACK GVA-202-C&T KAROLYNE DEATLEY	\$ 1,540.00	parks1
270534	6/23/2020	LAU-WA-G885-20	DEPARTMENT OF ECOLOGY	WTP LAB ACCREDITATION FEE	\$ 300.00	dwtp
270464	6/23/2020	341419	DITCH WITCH WEST	SMX70 BATTERY	\$ 41.25	pwfacc
270432	6/23/2020	2755621	FOSTER GARVEY PC	KOFFEL PROPERTY CONDEMNATION MATTER 104	\$ 3,690.00	legal
270454	6/23/2020	I57738	FRONTIER BUILDING SUPPLY	FACILITY USE ITEM	\$ 36.61	pwfacc
270423	6/23/2020	9316482204	GRAYBAR ELECTRIC COMPANY, INC	VAULTS	\$ 8,992.62	fiber
270401	6/23/2020	RefundHawkins	HAWKINS, GARY	WA PARK CAMPGROUND REFUND HAWKINS	\$ 135.00	parks1
270393	6/23/2020	300488585	KCDA PURCHASING COOPERATIVE	PAPER FOR 3RD FLOOR	\$ 281.97	finance
270456	6/23/2020	1095119642	MALVERN PANALYTICAL, INC.	ZETA POTENTIAL TRANSFER STD PACK	\$ 157.27	wtpcc
270399	6/23/2020	RefundMuzzey	MUZZEY, JOHN	WA PARK CAMPGROUND REFUND MUZZEY	\$ 81.00	parks1
270382	6/23/2020	001-469205	PISTON SERVICE OF ANACORTES	FILTER- #420	\$ 12.72	dshop
270383	6/23/2020	001-469207	PISTON SERVICE OF ANACORTES	FILTER- #420	\$ 5.35	dshop
270409	6/23/2020	001-469217	PISTON SERVICE OF ANACORTES	FUEL FILTERS- #704	\$ 45.50	dshop
270427	6/23/2020	001-469229	PISTON SERVICE OF ANACORTES	BRAKE CLEANER FOR SHOP	\$ 234.01	dshop
270428	6/23/2020	001-469247	PISTON SERVICE OF ANACORTES	HYDRAULIC HOSE #406	\$ 48.89	dshop
270455	6/23/2020	G42365	SEBO'S DO-IT CENTER	COVID-19 PPE	\$ 600.00	pwfacc
270466	6/23/2020	G42067	SEBO'S DO-IT CENTER	HAMMER BIT- #90009	\$ 11.71	shopcc
270451	6/23/2020	SHRM Receipt	SKAGIT ISLAND HUMAN RESOURCE	PROFESSIONAL SERVICES-SOCIETY FOR HUMAN RESOURCE - LYNN BARBER	\$ 219.00	hrcc1
270457	6/23/2020	5661085	SUMMIT ELECTRIC SUPPLY	SELECTOR SWITCH X 6	\$ 74.24	wtpcc
270653	6/23/2020	331 0524904	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.48	wdist
270463	6/23/2020	888942	UNITED PARCEL SERVICE, INC	SHIPPING FEES- LIGHTING CONTROLLER IN FOR REPAIR #026	\$ 36.73	shopcc
270424	6/23/2020	2125968	WASHINGTON TRACTOR, INC	FILTER ELEMENTS- #704	\$ 244.55	dshop
270525	6/24/2020	92918927	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,925.13	dwtp
270472	6/24/2020	001-469424	PISTON SERVICE OF ANACORTES	HYDRAULIC FITTINGS #601	\$ 245.67	dshop
270579	6/24/2020	001-469435	PISTON SERVICE OF ANACORTES	SPARK PLUG- #6976	\$ 2.71	dshop
270582	6/24/2020	P13440-09	SONSRAY MACHINERY, LLC	CUTTING EDGE- #403	\$ 185.15	dshop
270431	6/24/2020	RefundTaylor	TAYLOR, BUD	WA PARK CAMPGROUND REFUND TAYLOR	\$ 135.00	parks1
270577	6/25/2020	8498 30 017 0487207	COMCAST	CITY HALL INTERNET CONNECTION 7/5-8/4/20	\$ 191.15	finance
270671	6/25/2020	33443	ESARY ROOFING & SIDING CO INC	SENIOR CENTER METAL ROOF INSTALLATION - PROGRESS BILLING	\$ 153,084.38	pw1
270583	6/25/2020	I5503779	HD FOWLER COMPANY INC	LOCATE PAINT	\$ 185.66	wdist
270578	6/25/2020	001-469575	PISTON SERVICE OF ANACORTES	RACK & PIN- #131	\$ 327.94	dshop
270475	6/25/2020	112348	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 142.00	dwtp
270575	6/25/2020	112346	WALTON BEVERAGE COMPANY, INC	OPS: BREAK ROOM SUPPLIES	\$ 175.00	dshop
270580	6/25/2020	112345	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 140.00	medic
270528	6/26/2020	44007	ANACORTES FAMILY CENTER	CDBG PUBLIC SERVICES 2019	\$ 2,776.00	plan

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
270666	6/26/2020	AN 73598	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 102.33	medic
270654	6/26/2020	M577806	CORE & MAIN LP	8X4 SS TAP SLV	\$ 562.10	wdist
270595	6/26/2020	2756014	FOSTER GARVEY PC	WTP MATTER NO. 96	\$ 36,953.07	legal
270674	6/26/2020	0165883	GEOENGINEERS, INC.	FIDALGO AVENUE CULVERT REPAIR - DESIGN 5/23/20-6/19/20	\$ 4,332.64	pw1
270532	6/26/2020	RefunPoulson	POULSON, HEATHER	WA PARK CAMPGROUND REFUND POULSON	\$ 143.00	parks1
270574	6/26/2020	B11919013	SHI INTERNATIONAL CORP.	TWO RDS LICENSES FOR WINDOWS SERVER	\$ 193.23	infosys
270530	6/26/2020	RefundSnodgrass	SNODGRASS, KELLI	WA PARK CAMPGROUND REFUND SNODGRASS	\$ 189.00	parks1
270648	6/28/2020	360-293-6427-0218975	ZIPLY FIBER	CITY HALL 911 6/28-7/27/20	\$ 78.58	finance
270658	6/28/2020	360-299-6615-0615165	ZIPLY FIBER	APD 911 LINE 6/28-7/27/20	\$ 72.23	apd
270659	6/28/2020	360-588-9248-0619005	ZIPLY FIBER	APD BACKUP LINE 6/28/-7/27/20	\$ 207.33	apd
270660	6/28/2020	360-588-1422-0822015	ZIPLY FIBER	APD BUSINESS LINE 6/28-7/27/20	\$ 301.43	apd
270661	6/28/2020	360-293-4900-0912865	ZIPLY FIBER	APD BAC LINE 6/28/-7/27/20	\$ 84.99	apd
270667	6/28/2020	360-293-9063-0926075	ZIPLY FIBER	STA 3: 6/28-7/27/20	\$ 79.82	medic
270589	6/29/2020	Pay App 1	IMCO GENERAL CONSTRUCTION	SKAGIT RIVER RAW WATER PIPELINE AND CLEARWELL PROJECT	\$ 1,276,773.75	pw1
270668	6/30/2020	5512119	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$ 8.50	medic
270673	6/30/2020	Pay App 4	SUMMITX CONTRACTORS, INC	2020 WATERLINE REPLACEMENTS	\$ 87,814.10	pw1
270381	7/1/2020	20200701	CHOWANEC, WILLIAM	STA 3 RENT: JULY	\$ 2,235.00	medic
270529	7/1/2020	0542005-001	UNUM LIFE INS CO OF AMERICA	JULY, LEOFF LONG-TERM CARE PREMIUM	\$ 1,024.90	hr
270526	0626/2020	44008	GUARDIAN NORTHWEST TITLE	EXCISE TAX M10339	\$ 165.00	finance

Total **\$1,949,863.37**



City Council Contract Agenda Bill

Meeting Date: 7/6/2020 **Agenda Item:** 3c

Subject: Contract Award – WWTP NPDES Sediment Sampling #20-163-SEW-001

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by: Darcy Swetnam, City Attorney
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Action Type: Contract Award

Summary Statement: City staff seeks City Council consent to award a contract in the amount of \$76,580.00 to Skillings, Inc. to perform the WWTP NPDES Sediment Sampling.

Background:

1. **History:** Skillings will conduct sediment sampling in the vicinity of the WWTP outfall as required by the WWTP NPDES Permit. The purpose of sampling is to characterize sediment quality following guidance provided in Ecology's Sediment Cleanup Users Manual. Sampling will follow a phased approach beginning with site reconnaissance to determine sediment type in the sampling area and initiate site preparation. Based on information obtained, sampling will commence according to the Anacortes Sediment Sampling and Analysis previously approved by Ecology. A total of 10 sediment samples will be collected using a combination of sampling techniques including sampling from onshore for near shore locations and using divers to collect samples from locations further offshore. The data will be analyzed and evaluated in accordance with the requirements listed in Ecology's Sediment Cleanup Users Manual. All sediment samples must be collected from August 15th through September 30th.
2. **Key Terms:**
 - Work will be performed on a time and materials basis not-to-exceed \$76,580.00.
 - The period of performance is through 6/1/21.
3. **Competitive Bidding:** This work is considered a personal service and there are no statutory requirements for procurement.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract 20-163-SEW-001 with Skillings, Inc. in the amount of \$76,580.00 to perform the WWTP NPDES Sediment Sampling.

Alternative Actions: Not award the contract

Attachments: Contract 20-163-SEW-001

Contractor	Skillings, Inc.
Contract Amount	\$76,580.00
Earmarked Funds	\$86,000.00 budgeted for BARS # for 2020
BARS #	440.750.535.83.41
Budget Amendment Required?	No
Start Date	Inception
End Date	6/1/21



AGREEMENT 20-163-SEW-001

Between THE CITY OF ANACORTES AND SKILLINGS, INC.

WWTP NPDES SEDIMENT SAMPLING

This Agreement, hereinafter referred to as "Agreement", made and entered into between the City of Anacortes, hereinafter referred to as the "City", and Skillings, Inc., hereinafter referred to as the "Consultant"; alleged

WHEREAS, the City requires the professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant shall perform the WWTP NPDES Sediment Sampling, as detailed in Exhibit A, which is hereby incorporated by reference and made a part hereof. Work shall be performed under the direction of the City's Project Manager, Becky Fox, who may be reached at (360) 299-1501 or email beckyf@cityofanacortes.org.

2. **COVID-19 Safety Requirements Compliance.** The Consultant, and its sub-Consultants of any tier, agree to comply with all current and future COVID-19 proclamations, regulations, requirements and/or related guidance issued by the Office of the Governor of Washington State as it may relate to City of Anacortes projects.

3. **Price and Payment Terms.** The services provided under this Agreement shall be for a firm fixed price of **Seventy-Six Thousand Five Hundred Eighty Dollars (\$76,580.00)**. Payments shall be made in accordance with attached Exhibit A.

4. **Period of Performance.** The period of performance is from inception through June 1, 2021.

5. **Subcontracts.** The Consultant shall give notice in advance of placing any subcontract and will identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a sub-Consultant to furnish supplies or services for performance of the prime Consultant or a sub-Consultant. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders. The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed sub-Consultant, (iv) proposed subcontract price. Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination –

- (1) of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this Agreement,; or
- (3) To relieve the Consultant of any responsibility for performing this Agreement.

The Consultant shall give immediate written notice, reference Clause Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any sub-Consultant or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this Agreement, with respect to which the Consultant may be entitled to reimbursement from the City.

6. **Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Consultant must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Consultant's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax. Where applicable the City shall furnish a Federal Excise Tax Exemption certificate.

7. **Invoicing.** All invoices shall include a cover page that states: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Manager Name, Agreement Name and Number, Agreement Price, amount requested per invoice and cumulative invoiced amount. Invoices shall include actual hours worked by Period, by Labor Category. The Consultant must invoice **MONTHLY** for quantities delivered during the invoice period, and no more frequently than monthly, and allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@cityofanacortes.org

The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant shall then resubmit a new invoice less the disputed

amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

8. **Withholding Payment.** In the event the City determines that the Consultant has failed to perform any obligation under this Contract within the times set forth in this Contract, then the City may withhold from amounts otherwise due and payable to Consultant the amount determined by the City as necessary to cure the default, until the Contracting Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Consultant to terminate or damages, provided that the City promptly gives notice in writing to the Consultant of the nature of the default or failure to perform, and in no case more than 8 days after it determines to withhold amounts otherwise due. A determination of the City Attorney set forth in such notice to the Consultant of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Consultant acts within the times and in strict accord with the provisions of the Disputes clause of this Contract. The City may act in accordance with any determination of the City Attorney which has become conclusive under this clause, without prejudice to any other remedy under the Contract, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Consultant, (3) to set off any amount so paid or incurred from amounts due to become due the Consultant. In the event the Consultant obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Consultant by reason of good faith withholding by the City under this clause.

9. **Final Payment: Waiver Of Claim.** The Consultant's acceptance of final payment shall constitute a waiver of claims, except those previously and properly made and identified by the Consultant as unsettled at the time request for final payment is made.

10. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure.

11. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this Contract or out of the use of any material furnished or work or services performed hereunder, Consultant shall defend City against any such suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

12. **Defense and Indemnity Agreement.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

13. **General and Professional Liability Insurance.**

A. Insurance Term: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation: Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance: Consultant shall obtain insurance of the types and coverages described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrences form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent consultants and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance: Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence and \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision: The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage: Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

H. Notice of Cancellation: The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance: Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract, or at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits: If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

14. **Registered or Licensed.** The City is prohibited from executing an Agreement with a Consultant who is not registered or licensed as required by the laws of the state. In addition, a City of Anacortes business license is required for any business working inside the city limits whose annual value of products, gross proceeds of sales, or gross income of the business in the city is more than \$2,000. Business licenses can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

15. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City Attorney, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of his/her obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for its own methods and conduct during the period of performance.

16. **Standard of Care.** The Consultant represents that Consultant has the necessary knowledge, skill, and experience to perform the Services required by this Agreement. Consultant and any persons employed by Consultant shall use their professional skill and efforts to perform the Work in a professional manner consistent with sound engineering practices, in accordance with the usually and customary professional care required for services of the type described in the Scope of Work herein provided at the same time and in the same locale. The City's remedy for a failure to meet the above Standard of Care shall be the re-performance of the Service or an equitable adjustment in the monies paid for the Professional Services, at the City's discretion

17. **Discrimination Prohibited.** During the performance of this Agreement, the Consultant and subConsultants shall not discriminate in violation of any applicable federal, state and/or local law or regulation on the basis of age, sex, race, creed, religion, color, national origin, marital status, disability, honorably discharged veteran or military status, pregnancy, sexual orientation, gender identity, or any other classification protected under federal, state, or local law. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of services under this Agreement. Consultant agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity and Nondiscrimination statutes and regulations.

18. **Consultant is an Independent Consultant.** The parties intend that an independent Consultant relationship will be created by this Agreement. No agent, employee or representative of the Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and sub Consultants during the performance of this Agreement.

19. **Acceptance.** Consultant acknowledges and agrees that these General Provisions are incorporated in, and are a part of, each purchase order or other agreement relating to the provision of goods and/or related services by Consultant. These General Provisions supersede all conflicting or additional terms pre-printed on any purchase order, quote, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

20. **No Third Party Beneficiary Rights.** This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement.

21. **Right to Terminate Agreement.**

A. Termination for Default: If the Consultant defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Consultant in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Consultant was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience: The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

22. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions

are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Consultant to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

23. **Non-waiver.** Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

24. **Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

25. **Covenant Against Contingent Fees.** The Consultant warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

26. **Disputes**

A. General: Differences between the Consultant and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

B. Notice of Potential Claims: The Consultant shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Consultant believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Consultant shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

C. Detailed Claim: The Consultant shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Consultant has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

D. Dispute Resolution: In the event of a dispute between the City and the Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute. In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties. If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

27. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice, but no more than two (2) working days after the event, of the impediment and its effect on the ability to perform; failure to provide such notice shall preclude recovery under this provision. Such delay shall cease as soon as practicable and written

notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Contractor shall have no recourse against the City

28. **Compliance with Laws.** The Consultant in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

29. **Severability.** If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.

30. **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

31. **Survival of Agreement Termination.** The articles relating to Defense and Indemnity, Taxes, Ownership and Use of Documents, Assistance Regarding Patent and Copyright Infringement, The City's Right to Terminate Agreement, Governing Law, and Disputes, shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

32. **Notices.** Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mail, with proper postage and properly addressed. Notices shall be sent to the following addresses:

CITY:

City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221

CONSULTANT:

Skillings, Inc
Thomas E. Skillings, PE
5016 Lacey Boulevard S.E.
PO Box 5080
Lacey, WA 98503

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents. Each of the persons signing below on behalf of any party hereby represents and warrants that s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

CITY OF ANACORTES

SKILLINGS, INC

By _____
Laurie Gere, Mayor

By _____

Date _____

Title _____

Date _____

COA CONTRACT 20-163-SEW-001

EXHIBIT A

EXHIBIT A SCOPE OF WORK

Prepared for:

ANACORTES NPDES SEDIMENT SAMPLING

June 16, 2020

Introduction

The following scope of work shall be performed as part of the agreement between Skillings, Inc. (Firm) and the City of Anacortes (City). The City manages their Public Owned Treatment Works (POTW) under an individual National Pollutant Discharge Elimination System (NPDES) permit for discharge from their marine outfall (designated as Outfall 001, hereafter). The City's current NPDES permit (WA0020257 2017-2022) for the Anacortes Wastewater Treatment Plant (WWTP) requires completion of sediment sampling in the vicinity of Outfall 001. The Firm submitted a Sampling and Analysis Plan (SAP) to the Washington State Department of Ecology (ECY) on 10 January 2019 for approval. The SAP was approved by ECY on May 6, 2020.

Within the approved SAP the Firm recommended a phased approach to sampling the vicinity of Outfall 001, designated as the sampling area in the SAP. Phase 1 (Task 1) would be a site reconnaissance to validate the sediment type within the sampling area and site preparation for sediment sampling. Validation of the sediment type (hardpan or a loose sediment composition) will determine the required sampling approach for the next phase (either phase 2 or phase 3) of the SAP. If the sediment type is of a loose sediment composition, the phase 2 approach (Task 2) as outlined in the approved May 6, 2020 SAP will be initiated. Phase 2 will include ten (10) sediment samples from within the sampling area and one (1) reference sample from Samish Bay via SCUBA and or handheld mechanical sampling device. Site reconnaissance would include the use of a boat and SCUBA to validate the sediment type within the sampling area and preparation of the sampling area for a phase 2 approach if the sediment is suitable.

If the sediment present within sampling area is hardpan or other unsuitable material for hand sampling via SCUBA or hand operated mechanical sediment grabber a phase 3 approach will need to be considered using a mechanized sampling approach and coordination with ECY will be required. Phase 3, if required, will be covered under a separate scope and budget.

Sediment sampling for phase 2 or phase 3 will have to be completed between August 15 and September 15 (sampling window) as outline in the NPDES permit for the Anacortes WWTP and the approved May 6, 2020 SAP. Phase 1 will be completed prior to the sampling window for phase 2 or 3.

Chemical testing criteria (Task 3) for the approved May 6, 2020 SAP include 47 Sediment Quality Standards (SQS) and conventional sediment variables (e.g., grain size analysis) per sediment sample taken as outlined in the SAP and the Sediment Cleanup User's Manual II (SCUM II, 2019). Sediment sample preparation and analytical methods for SQS chemical testing are outlined in the approved SAP and are in accordance with the SCUM II (2019). If SQS chemical criteria levels are exceeded for any of the ten samples taken within the sampling area, additional testing would be required in accordance with the approved SAP and SCUM II (2019). SQS chemical criteria levels are listed in the approved SAP and SCUM II (2019). Additional testing would include bioassay testing. Additional testing of any sediment samples exceeding SQS chemical criteria levels will be covered under a separate scope and budget including bioassay testing.

The Washington State Department of Ecology maintains an Environmental Information Management (EIM) database for sediment test results. In accordance with the approved May 6, 2020 SAP, SCUM II (2019), and the Anacortes NPDES permit all SQS results must be entered into the EIM database with ECY and approved before a Sediment Characterization Report will be accepted for review by ECY.

Assumptions:

- Anacortes Wastewater Treatment Facility (WWTP) is required to do sediment sampling in accordance with the requirements set forth under the NPDES WA0020257 and FSID 86391745 for WWTP outfall 001.
- The Firm will follow the approved Department of Ecology Sampling and Analysis Plan (SAP) dated May 6, 2020 for NPDES Permit WA0020257 and FSID 86391745.
- Sample collection will require a Shoreline Exemption Permit from the City of Anacortes.
- Coordination between the Client and Skillings for access to the Port of Anacortes, the Dakota Dock, and Pier 2 will be required.
- If it is determined after the completion of phase 1, that a mechanized sampling approach is required (phase 3 in the SAP) for collecting sediment samples, a separate scope and budget will be required and phase 2 as it is detailed in this scope of work will not be implemented.
- Bioassay testing will only be necessary if any of the sediment samples collected exceed marine chemical criteria for Sediment Quality Standards (SQS) outlined in the 2019 Ecology Sediment Cleanup User's Manual II (SCUM II) under WAC 173-204-320 and the approved May 6th, 2020 SAP.
- Bioassay testing is not included in this scope of work.
- Sampling must occur between August 15 and September 15, 2020 or 2021.

The following tasks will be completed with this Scope of Work:

Task 1: Project Management, Stakeholder Coordination, Administrative Tasks

Task Description:

The project will require coordination and facilitation between all stakeholders, to include Port of Anacortes, City of Anacortes, Anacortes Wastewater Treatment Facility and the Department of Ecology). Site logistics will be coordinated with all agencies in order to ensure that all security and safety measures are in place during the two separately scheduled site visits. Administrative duties will include project updates and invoicing to reflect completed tasks and will be generated on a monthly billing cycle.

Assumptions:

- A baseline literature review is required in order to obtain and develop area maps, tide data, bathymetric and topographic data, Port site information for security access, safety protocols and points of contact for all agencies.
- Project management and coordination will include project logistics, stakeholder coordination and scheduling for onsite access.
- Administrative tasks will include monthly invoicing, billing statements, project status updates.

Task Items:

1. Conduct a literature review and generate a project logistics site map with contact information and special notes addressing security protocols and safety information (Task 1).

2. Conduct project coordination and stakeholder Communications for project logistics throughout the project (Task 1-6).
3. Prepare monthly billing statements and project status update letters throughout the project (Tasks 1-6).

Deliverable:

- Project logistics site map.
- Facilitation of all stakeholder groups (City, Port, Wastewater Treatment Facility Management)
- Monthly invoices and project status updates.

Task 2 Phase 1: Site Reconnaissance
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Task Description:

Current sediment type conditions are unknown at the Anacortes WWTP outfall 001 “mixing zone” or proposed sampling areas. A site reconnaissance to determine the sediment type is necessary to validate our sediment sampling approach using either the Phase 2 or Phase 3 approach outlined in the approved May 6, 2020 SAP. The goal of the reconnaissance will be to determine if the sediment type within our sampling area is hardpan or a loose sediment composition, and to prepare the site for the phase 2 sediment sampling approach if the sediment type is suitable. If the sediment type is hardpan, we will proceed with phase 3 using a mechanized sampling approach. Phase 3 will be covered under a separate scope and budget if required.

If the sediment type is a loose sediment composition, which does not require the use of mechanized sampling, we will proceed with sediment sampling using the phase 2 approach outlined in the SAP. Phase 2 consists of using SCUBA to collect ten (10) samples from the sampling area of the Anacortes WWTP outfall 001 and one (1) reference sample from Samish Bay.

Site reconnaissance will include the use of a boat, SCUBA, and a handheld mechanical sampling device to validate the sediment type within the sampling area. A Dive and Safety plan will be submitted to the City for review and approval prior to conducting the site reconnaissance. If the sediment type is suitable for a phase 2 approach site preparation of the sampling area will also be conducted. Site preparation would include the installation of subsurface guides and markers to identify the appropriate sampling areas for phase 2.

Assumptions:

- A Shoreline Exemption Permit is required from the City of Anacortes for work to proceed. The Shoreline Exemption packet will include the Master Application and the SEPA Checklist.
- The site reconnaissance will allow for the validation of an appropriate sampling method as outlined in the March 6, 2020 SAP and will consist of either one of the following two phased approaches:
 - Phase 2 approach: Sediment sampling using SCUBA or
 - Phase 3 approach: Sediment sampling using a mechanized sampling.
- The phase 2 approach is assumed to be appropriate for sediment sampling.
- Firm will modify internal baseline Dive and Safety Plan for this specific project.
- The mechanized sampling approach (phase 3 approach) is currently assumed to not be appropriate.
- If dive conditions and or lack of sediment is unsuitable for sampling, further investigation and communication with Ecology for appropriate sampling sites will be required. This will be addressed in a separate scope and budget (phase 3) if required.

- Site reconnaissance will be performed prior to the August 15, 2020.
- A Dive and Safety plan will be submitted to the City prior to the site reconnaissance and the sampling window.
- A Tech Memo will be provided to the Client with our recommended sampling approach.
- Skillings staff has required TWX Card for secure access to the Port.

Task Items:

1. Prepare the SEPA Checklist
2. Prepare and submit the Shoreline Exemption Permit application to the City for review and permitting. (Included in this task is the Master Application Form and JARPA Form).
3. Modify Firm's baseline Dive and Safety Plan for reconnaissance dive and sample collection dive.
4. Coordinate with the Dakota Creek Ship Yard, the Port of Anacortes, and the Anacortes WWTP for access to the sampling area.
5. Prepare field gear for sediment type validation.
6. Collect sediment samples from the Dakota dock and Pier 2.
7. Collect sediment samples via SCUBA.
8. Confirm with testing laboratory sediment type is suitable for testing.
9. Prepare sampling area for a phase 2 approach if sediment is suitable.
10. Compose a Technical Memo with our sediment sampling approach recommendation.

Deliverable:

- Shoreline Exemption Permit Application submittal documents to Client for submittal the City.
- SEPA Checklist
- Dive and Safety Plan for Client.
- Technical Memo outlining our results and propose the next phase of sediment sampling.

Task 3 Phase 2: Sediment Sampling
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Task Description:

The overall goal of Task 2 is the collection of ten (10) sediment samples from the sampling area and one (1) reference sample from Samish Bay. Samples will be collected via SCUBA and or handheld mechanical sampling device from shore or boat or a combination of shore and boat. Sampling methods and protocols from the approved May 6, 2020 will be followed. Extra sediment from each of the ten (10) sampling locations will be collected and placed in storage at the lab in case further testing is required. The reference sample will also be placed in storage at the lab in case further testing is required. Sample handling and testing methods, sample preservation protocols, sample storage protocols and sample transport protocols are outlined in the approved May 6, 2020 SAP and SCUM II (2019).

Assumptions:

- Sediment sampling must be completed between August 15th through September 30th, 2020 or 2021 as outline in the SAP and the Anacortes NPDES permit.
- Dive and Safety plan will be provided to the City prior to conducting sampling.
- Ten (10) samples plus one (1) reference sample will be collected.
- One reference sample will be taken in Samish Bay by boat, either by SCUBA or mechanical sampling device depending on site conditions in accordance with the approved SAP.

- Sampling activities within the sampling area will be accessed by boat and or from shore from Pier 2 and the Dakota Creek Shipyard dock.
- Sampling will be conducted using SCUBA and or a handheld mechanical sampling device.
- All sediment samples will be transported to the lab within 24 hours in accordance with the protocols outlined in the approved SAP.
- Firm will transport sediment samples to laboratory for testing within 24 hours in accordance with protocols outline in the SAP.

Task Items:

1. Skillings will coordinate with the Client regarding access and site logistics.
2. Skillings will prepare, label and store for mobilization all sampling documentation and collection containers.
3. Prepare field gear for sediment collection.
4. Skillings will collect one (1) reference sample and ten (10) sediment samples from the sampling area.

Deliverable:

- Field notes and sampling documentation.
- 10 Sediment samples plus one reference sample.
- Chain of Custody Form(s).

Task 3: Lab Analysis

Task Description:

Laboratory testing for all ten (10) samples collected from within the sampling area will be done at an approved laboratory. Lab protocols and testing methods are outlined in the approved SAP and are in accordance with Washington's Department of Ecology's Sediment Cleanup User's Manual II (SCUM II; 2019) under WAC 173-204-320. Forty-Seven (47) marina chemical criteria for Sediment Quality Standards (SQS) will be tested per sample in accordance with the SAP and SCUM II (2019). Extra volumes of sediment from each sampling station and the reference sample will be stored at the lab in case further testing is required. Further testing will be required if any of the ten (10) samples exceed SQS marine chemical criteria levels outline in SCUM II (2019). Further testing criteria, including potential bioassay testing, will be covered under a separate scope and budget if required.

Assumption:

- Ten (10) sediment samples plus one (1) reference sample will be collected from the sampling area.
- Forty-Seven (47) marina chemical criteria for Sediment Quality Standards (SQS) will be tested (per sample) in accordance with the protocols outline in the approved SAP.
- If any of the ten (10) samples collected exceed the marine SQS chemical criteria as outlined in the Ecology's Sediment Cleanup User's Manual II (SCUM II; 2019) under WAC 173-204-320 and the approved May 6, 2020 SAP, further testing of these sediment samples will be required.
- Further testing for marine SQS exceedances will be limited to bioassay testing in accordance with the SAP, if required.
- Bioassay testing will be covered under a separate scope and budget.
- Extra sediment volume collected for bioassay testing will be held in storage at an approved testing lab for future bioassay testing if required, including the reference sample from Samish Bay.
- All lab results and chain-of-custody forms will be submitted with the final report to the Client.

Task Items:

1. Sediment samples will be delivered to the lab within 24 hours of collection in accordance with the protocols outlined in the approved May 6, 2020 SAP.
2. Lab will test all ten (10) samples collected using the protocols and methods outlined in the approved SAP.

Deliverable:

- Copies of chain-of-custody forms and lab results.

Task 4: EIM Ecology Data Base Entry
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Task Description:

The Washington State Department of Ecology (ECY) maintain the Environmental Information Management System (EIM) database. In accordance with the Anacortes NPDES permit, sampling data collected for an approved SAP needs to be submitted and approved to the ECY EIM database before a final Sediment Characterization Report will be accepted and reviewed by ECY. The EIM database is managed by an ECY EIM custodian that must review and approve a new EIM study and the associated laboratory results data. A separate review from ECY, the NPDES permit manager, must also review and approve a new EIM study and associated laboratory data. This two-step review process will require, at minimum, the organization of the forty-seven (47) SQS chemical criteria laboratory results per sample plus conventional sediment variables to EIM database standards. Additional data entry would be required if any of the SQS chemical criteria levels are exceeded.

Assumption:

- Lab results are required to be entered into Ecology's EIM database in accordance with the NPDES Permit WA0020257 issued for the Anacortes WWTP, SCUM II (2019), and the approved May 6, 2029 SAP.
- Lab results would include the following data:
 - o forty-Seven (47) marina chemical criteria for Sediment Quality Standards (SQS) for each of the ten (10) sediment samples collected and;
 - o all potential bioassay and reference samples.
- If time assigned to this task exceeds estimated budget hours the City will be notified and the remaining EIM tasks will be covered under a separate scope and budget to complete the data entry.
- When documentation from Ecology is provided and states that a new study ID in the EIM database is approved, and all lab results accepted, requiring no further modifications, resulting documentation will be submitted to the City in the final report.

Task Items:

1. Create a new study ID in the EIM database.
2. Format data in EIM database template.
3. Enter all lab data into the EIM database.
4. Get confirmation from Ecology the new study created in the EIM data was approved.
5. Revise data entry based on Ecology review and resubmit.

Deliverable:

- Data entered in EIM data base.

Task 5: Sediment Characterization Report

Task Description:

The results of the sediment sampling and analysis will be presented in a Sediment Characterization Report to ECY. The Sediment Characterization Report will follow the guidance in Section 6.2 and Section A.7 of SCUM II (2019).

Assumptions:

- The draft and final report will be in accordance with guidance from Section 6.2 and Section A.7 of the SCUM II (2019) manual.
- All sediment sampling results have been entered and approved in the EIM database.

Task Items:

1. Complete a Draft Sediment Characterization Report.
2. Submit Draft to City and ECY for review and comment.
3. Address City's comments and finalize the Report.
4. Submit Final Sediment Characterization Report to City and ECY.

Deliverable:

- Draft Sediment Characterization Report.
- Completed Sediment Characterization Report.

END SCOPE OF WORK

EXHIBIT B-1
CONSULTANT COST COMPUTATION – MAN-HOURS

PROJECT NO. 18208 - SUPPLEMENT 2 CITY OF ANACORTES NPDES SEDIMENT SAMPLINE		PRINCIPAL-IN-CHARGE	PROJECT MANAGER	ENVIRONMENTAL MANAGER	PROJECT SCIENTIST	STAFF SCIENTIST	MARINE INSPECTOR	PROJECT ADMINISTRATOR
TASK #	TASK DESCRIPTION							
1	PROJECT MANAGEMENT, STAKEHOLDER COORDINATION, ADMINISTRATIVE TASKS							
1	Conduct a literature review and generate a project logistics site map with contact information and special notes addressing security protocols and safety information. (Task 1).			2	9			
2	Conduct project coordination and stakeholder communications for project logistics throughout the project (Task 1-6).		9	18				
3	Prepare monthly billing statements and project status update letters throughout the project (Tasks 1-6).	1	4					4
2	PHASE 2: SITE RECONNAISSANCE							
1	Prepare the SEPA Checklist.			1	4	9		
2	Prepare and submit the Shoreline Exemption Permit application to the City for review and permitting. (Included in this task is the Master Application Form and JARPA form).			2	18			
3	Compose a Dive and Safety Plan for Client review and approval.			8	27			
4	Coordinate with the Dakota dock owner, the Port of Anacortes, and the Anacortes WWTP for access to the sampling area.		2					
5	Prepare field gear for sediment type validation.		8	4	4			
6	Collect sediment samples from the Dakota dock and Pier 2.			4	4			
7	Collect sediment samples via SCUBA.		4		4	4	4	
8	Confirm with testing laboratory sediment type is suitable for testing.		1					
9	Prepare sampling area for a Phase 2 approach if sediment is suitable.		5		5	5	5	
10	Compose a Technical Memo with our sediment sampling approach recommendation.		1	4	4			
3	PHASE 2: SEDIMENT SAMPLINE (ACT OF AND SAMPLING REQUIREMENTS)							
1	Coordinate with the Dakota dock owner, the Port of Anacortes, and the Anacortes WWTP for access to the sampling area.		2					

PROJECT NO. 18208 - SUPPLEMENT 2 CITY OF ANACORTES NPDES SEDIMENT SAMPLINE		PRINCIPAL-IN-CHARGE	PROJECT MANAGER	ENVIRONMENTAL MANAGER	PROJECT SCIENTIST	STAFF SCIENTIST	MARINE INSPECTOR	PROJECT ADMINISTRATOR
TASK #	TASK DESCRIPTION							
2	Prepare, label, and store for mobilization all sampling documents and collection containers.				9			
3	Prepare field gear for sediment sample collection		8	8	8			
4	Collect one (1) reference sample and ten (10) sediment samples from the sampling area via SCUBA		18		18	18	18	
4	LAB ANALYSIS							
1	Deliver Samples to Analytical Lab				2			
2	Coordination with Analytical Lab				2			
5	EIM DATABASE ENTRY							
1	Create a new study ID in the EIM database.				4			
2	Format data in EIM database template.					60		
3	Enter all lab data into the EIM database.					2		
4	Get confirmation from Ecology the new study created in the EIM data was approved.			1				
5	Get confirmation from Ecology all lab results we accepted and do not require further modifications.			2		9		
6	SEDIMENT CHARACTERIZATION REPORT							
1	Complete a Draft Sedimentation Characterization Report.	2	2	18	80	18		
2	Complete a Final Sedimentation Characterization Report.	1		12	27			
	HOURS PER DISCIPLINE	4	64	84	229	125	27	4

EXHIBIT B-2
CONSULTANT COST COMPUTATION – SUMMARY

NEGOTIATED HOURLY RATE (NHR):					
<u>Classification</u>	<u>Man Hours</u>	<u>X</u>	<u>Rate</u>	<u>=</u>	<u>Cost</u>
PRINCIPAL-IN-CHARGE	4	x	\$233.89	=	\$935.55
PROJECT MANAGER	64	x	\$191.56	=	\$12,260.12
ENVIRONMENTAL MANAGER	84	x	\$133.65	=	\$11,226.56
PROJECT SCIENTIST	229	x	\$100.98	=	\$23,124.34
STAFF SCIENTIST	125	x	\$89.10	=	\$11,137.46
MARINE INSPECTOR	27	x	\$151.47	=	\$4,089.68
PROJECT ADMINISTRATOR	4	x	\$115.83	=	\$463.32
Total Hours =	537				Total NHR = \$63,237.03
REIMBURSABLES:					
Mileage	960	x	\$0.575	=	\$552.00
Miscellaneous Expenses	\$12,791.00	x		=	\$12,791.00
					Total Expenses= \$13,343.00
SUBCONSULTANT COST (See Exhibit E):					
				Total Subconsultants =	\$0.00
SUB-TOTAL (NHR + REIMBURSABLES + SUBCONSULTANTS):					
				Sub Total =	\$76,580.03
MANAGEMENT RESERVE FUND:					
	SUB TOTAL =	\$76,580.03	x	=	MRF = \$0.00
GRAND TOTAL					
				GRAND TOTAL =	\$76,580
PREPARED BY: <u>Grant Gilmore</u> DATE: <u>06/16/2020</u> REVIEWED BY: <u>Patrick E. Skillings, PMP</u> DATE: <u>06/16/2020</u>					

EXHIBIT B-3
CONSULTANT COST COMPUTATION – EXPENSES

Item	Description	Basis	Quantity	Rate	Total
1	Telephone	Month			\$0.00
2	Auto Rental	Each			\$0.00
3	Lodging	Day	6	\$96.00	\$576.00
4	Per Diem-Meal	Day	12	\$55.00	\$660.00
5	Photo Copies - Blk & White	Each	200	\$0.10	\$20.00
6	Photo Copies - Color	Each	100	\$0.35	\$35.00
7	Half Sized Prints	Each		\$0.50	\$0.00
8	Full Sized Prints	Each		\$6.00	\$0.00
9	Postage	Month			\$0.00
10	Shipping	Month			\$0.00
11	FAXs	Each			\$0.00
12	Miscellaneous Project Costs	Month			\$0.00
13	Dive Boat Mobilization	Estimated	2	\$1,000.00	\$2,000.00
14	Scuba Gear and Equipment Rental	Estimated	4	\$500.00	\$2,000.00
15	Boat Rental (day rental rate)	Estimated	3	\$500.00	\$1,500.00
16	Lab Costs	Estimated	1	\$5,000.00	\$5,000.00
17	Other Field Gear Equipment	Estimated	1	\$1,000.00	\$1,000.00
18	Mileage	Per Mile	960	.575	\$552.00
	Total Expenses				\$13,343.00
Assumptions					
1	Telephone	Estimated			
2	Auto Rental	Estimated trips			
3	Mileage	Estimated miles			
4	Lodging				
5	Per Diem-Meal				
6	Photo copies - Blk & White	Estimated			
7	Photo Copies - Colored	Estimated			
8	Half Sized Prints				
9	Full Sized Prints				
10	Postage	Estimated			
11	Shipping	Estimated			
12	FAXs	Estimated			
13	Miscellaneous Project Costs	Estimated			
14	Miscellaneous Survey Costs	Estimated			
15	Purchase Order	Estimated			
Prepared by: Patrick E. Skillings, PMP		June 16, 2020			

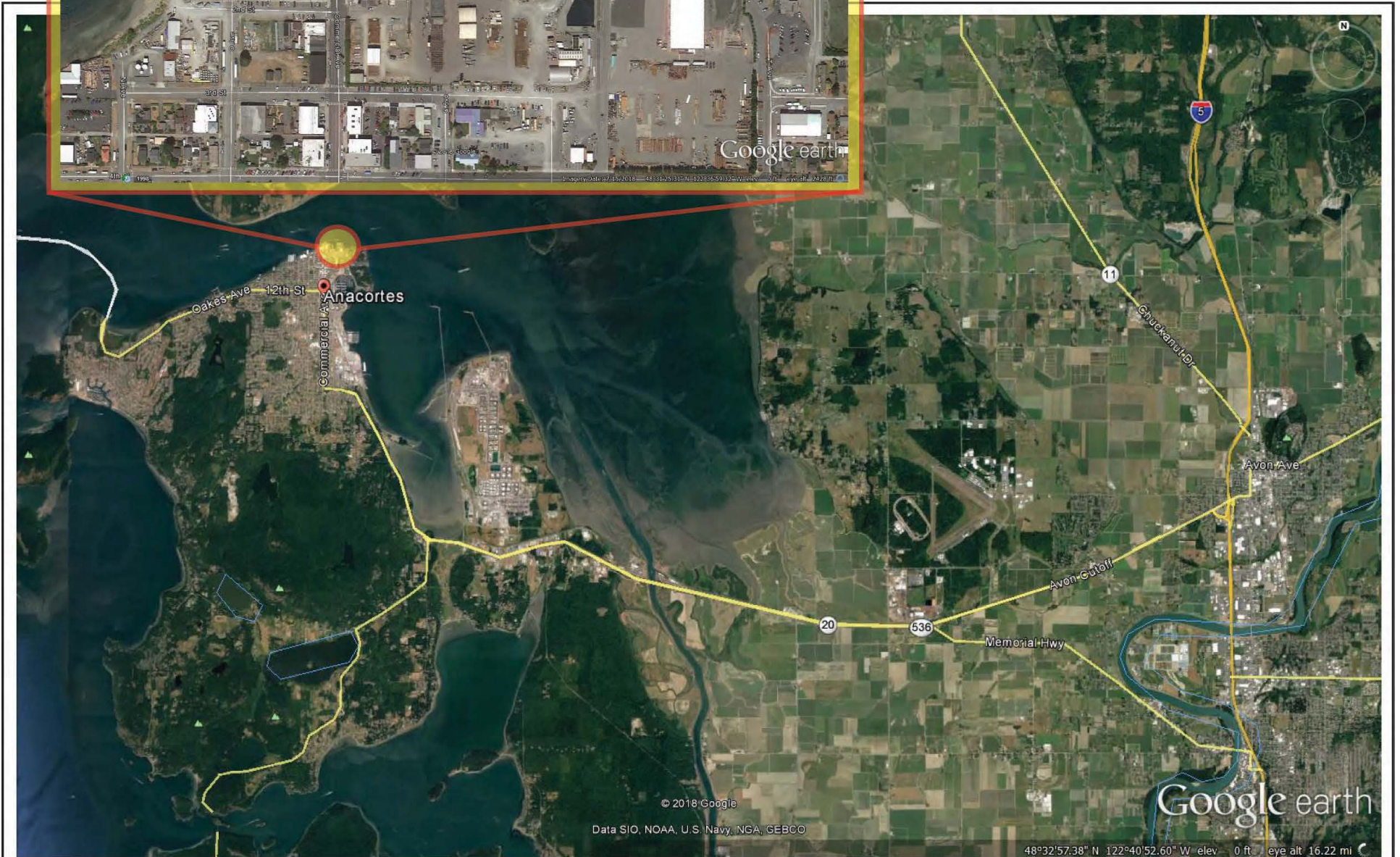
Anacortes Wastewater Treatment Plant Outfall 001 at the Port of Anacortes.

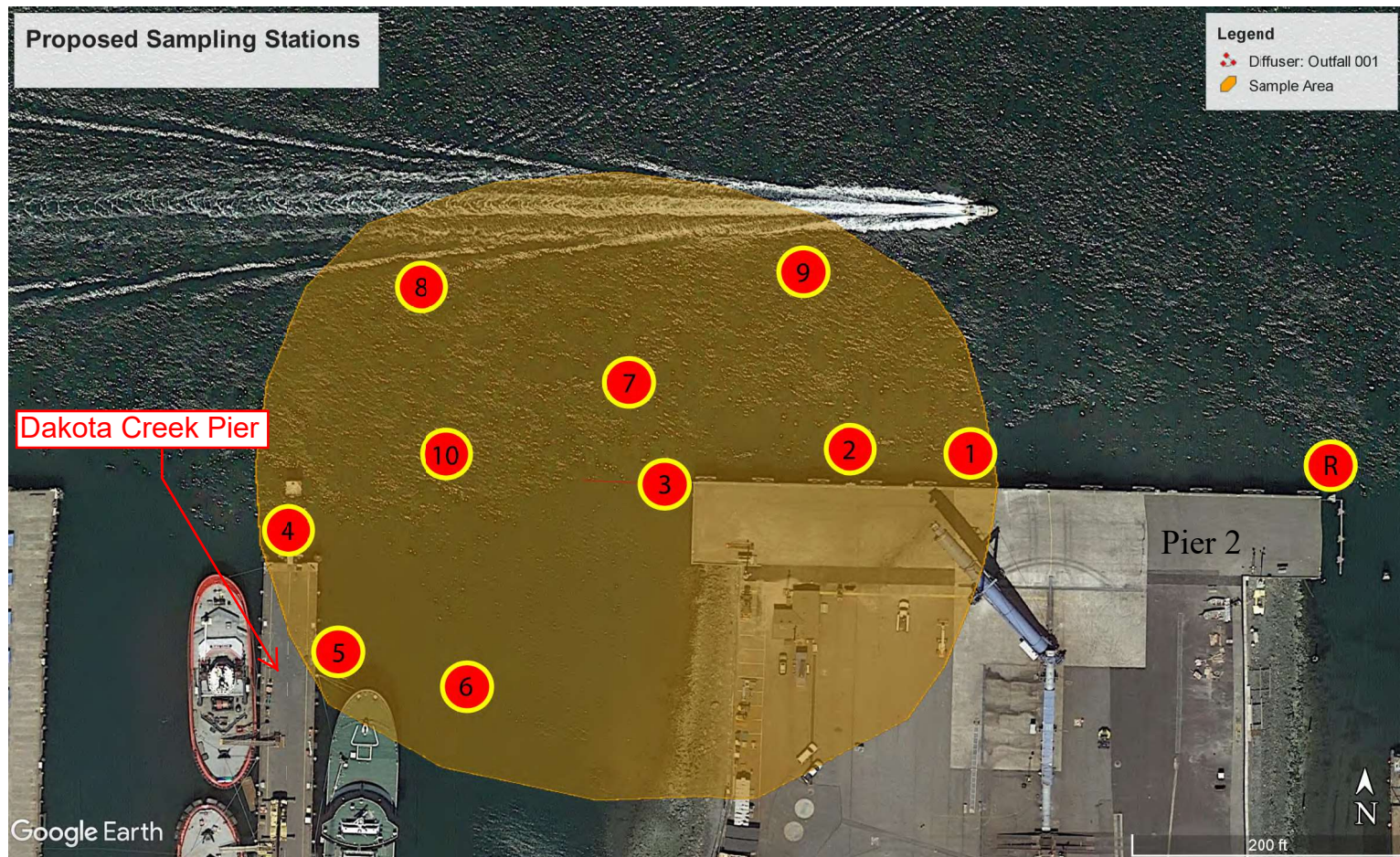
Address: 100 Commercial Ave,
Anacortes, WA 98221

Parcel# P32900

GPS Location: 48.52212 N 122.60898 W

PLSS: Section 18 Township 35 Range 02







City Council Agenda Item Summary

Meeting Date: 7/6/2020

Agenda Item Number: 3d

Agenda Item Title: Hydrothermal Processing System to Treat Wastewater Biosolids

Staff Contact(s): Fred Buckenmeyer, Rebecca Fox, Tiffany Matson, Sylvia Cooper

Approved by: Steve Hoglund

Action Type: Motion

Item Summary:

Letter of Intent is addressed to the City of Anacortes Wastewater Treatment Plant, and summarizes the intent of the City and HYPOWERS LLC ("Parties") to work together to develop a feasibility assessment and evaluate the practicality toward a future purchase and installation of a Hydrothermal Processing System at the City's treatment plant.

The Genifuel HTL System is represented in the links below.

<https://www.genifuel.com/technology.html>

<https://www.genifuel.com/>

Budget Impact

Amount Budgeted:

Proposed Expenditure: \$0.00

Budget Amendment Required? No

Previous Action: This is the first action/request.

Recommended Motion: I move to authorize the Mayor to sign the Letter of Intent.

Alternative Actions: As equipment ages and becomes harder to repair and replace, costs can be extensive and difficult to repair the current system.

Attachments In order presented:

- June 23, 2020 Letter of Intent
- Hypower Slide Presentation

HYPOWERS LLC

This Letter of Intent is addressed to the City of Anacortes Wastewater Treatment Plant, and summarizes the intent of the City and HYPOWERS LLC (“Parties”) to work together toward a future purchase and installation of a Hydrothermal Processing System at the City’s treatment plant.

DESCRIPTION OF HYPOWERS

HYPOWERS is a project funded by the US Department of Energy (DOE), the California Energy Commission (CEC), and other members of the project team. The project team includes Central Contra Costa Sanitary District (Central San), DOE, CEC, Pacific Northwest National Laboratory (PNNL), Southern California Gas Company, Genifuel Corporation, Brown and Caldwell, Merrick & Company, MicroBio Engineering (Cal Poly), and Metro Vancouver. The purpose of the project is to demonstrate that Hydrothermal Processing can substantially eliminate the need for management and removal of wastewater solids while operating reliably and cost-effectively in wastewater treatment plants.

TRANSACTION

The Parties intend to work together to accomplish the following:

1. Develop a feasibility assessment in conjunction with the Washington State Revolving Fund to determine if Hydrothermal Processing will meet the future objectives of the City
2. Monitor the ongoing HYPOWERS project to observe the process, equipment, and overall system performance
3. Work with the Washington State Revolving fund to obtain funding for the purchase of the system
4. Purchase and relocate the System at the end of HYPOWERS if the foregoing are successful

DESCRIPTION AND CAPACITIES

- Equipment Description: Hydrothermal Processing System (“System”)
- Purpose of System: To convert wastewater sludge to Biocrude Oil, Biogas similar to digester gas, or both together
- Capacity of System: 10 wet metric tons per day of sludge @ 20% solids, with turn-up capability for short-term surges
- Nominal Population which can be served: 30,000
- Approximate oil production per day for population of 17,000: 3 Barrels Per Day
- Approximate Dimensions of System: 50’L x 30’W x 20’H

ADDITIONAL DESCRIPTIVE MATERIALS

The following materials are included as an Attachment to this Letter:

- A rendering of the likely layout and appearance of the System
- A photograph of a currently operational system
- A process description for the operation of the System

HYPOWERS LLC

SCHEDULE AND PLAN FOR HYPOWERS

The HYPOWERS project is structured in two Phases: Phase 1 is already complete, and prepared the engineering, business, and regulatory plans and preliminary approvals, while Phase 2 will construct and operate the system. Phase 2 is expected to start by year end 2020. The duration of Phase 2 is 30 months, followed by six months to return the system to the factory, refurbish it, and ship it to Anacortes, for a total of three years from the start of Phase 2. This would place the delivery to Anacortes at year end 2023. The refurb step will incorporate all changes and improvements identified during Phase 2, as well as restoring any components requiring maintenance. In addition, certain critical components will be upgraded to incorporate redundancy not required for the demonstration at Central San, but recommended for long-term operation at Anacortes.

PURCHASE PRICE

The current cost estimate for the System is \$6.5 million, with another \$0.5 million for refurb. The proposed price to Anacortes is \$5.2 million, which is a 20% reduction from the total of \$7.0 million. In addition, the Washington State Revolving Fund has indicated that the project may qualify for at least a 25% forgiveness of principal, which would reduce the final capital cost to \$3.9 million or less. The final cost to Anacortes will be established with the participation of the SRF and will be included in an eventual Purchase Agreement. This price does not include site work at Anacortes for site preparation, civil works, and integration with the existing facilities.

DELIVERY OF EQUIPMENT

The System is skid-mounted and will be delivered to the Anacortes Wastewater Treatment Plant by truck. It is currently estimated that five truck trips will be required for each transfer of the system and its eventual delivery to your site. The System will be tested and refurbished at the factory, disconnected, then reconnected and commissioned at site as part of the Purchase Price.

WARRANTIES

The System will be warranted to meet its specifications and individual equipment items will be warranted according to the manufacturer's equipment warranties.

EXPENSES

The Parties shall be responsible for each of their own costs and expenses associated with the negotiation and execution of this Letter, as well as the Purchase Agreement, which will be drafted at a later date.

TERMINATION

This Letter shall automatically be terminated upon one of the following:

- Execution of Purchase Agreement
- Mutual written agreement between Anacortes and HYPOWERS
- Expiration of Letter on December 31, 2023.

GOVERNING LAWS

This Letter, as well as all matters described herein shall be governed by, and construed in accordance with, the laws of the State of Washington. No section of this Letter shall conflict with existing laws and principles of the State.

HYPOWERS LLC

NON-BINDING AGREEMENT

This Letter is intended only as a reflection of the intention of both Parties. Neither this letter nor its acceptance shall constitute nor create a legally binding or enforceable contract on either Party, except the areas regarding Expenses, Termination, and Governing Law. No obligation regarding a Transaction shall be deemed existing between the Parties and any of their respective affiliates, unless and until the Purchase Agreement shall have been executed and delivered.

MISCELLANEOUS

This Letter outlines the understanding between Anacortes and HYPOWERS. It supersedes all previous agreements, verbal or written, if any. This letter may only be amended, supplemented, or otherwise modified in writing and only when signed by the parties or any of their duly authorized representatives.

If the parties agree to the terms and conditions outlined in this Letter, please sign this Letter of Intent, which may be done in counterparts and will be valid as of the last date below.

Agreed to and accepted by:

For City of Anacortes:

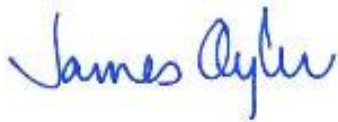
Signed: _____

Printed Name: _____

Date: _____

For HYPOWERS LLC:

Signed:



Printed Name: James Oyler

Date: 23 June 2020

HYPOWERS LLC

ATTACHMENT

Exhibit 1: System Layout

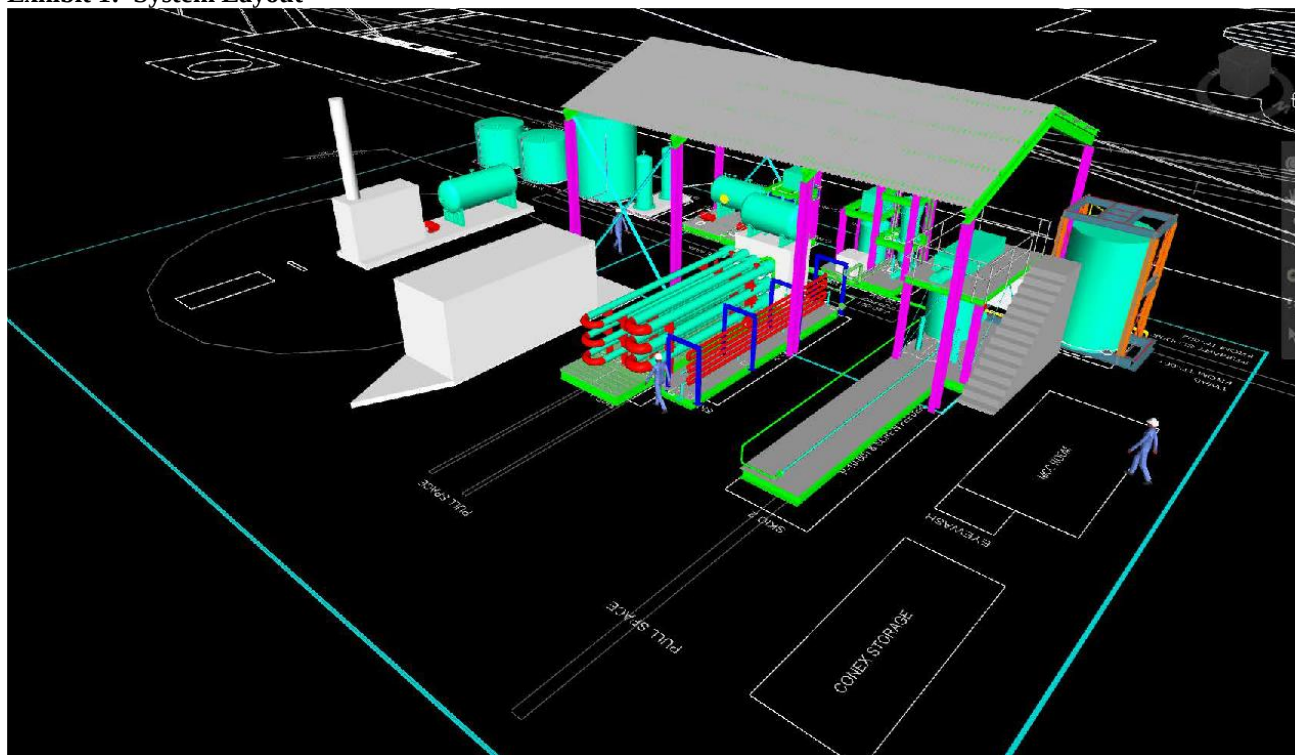
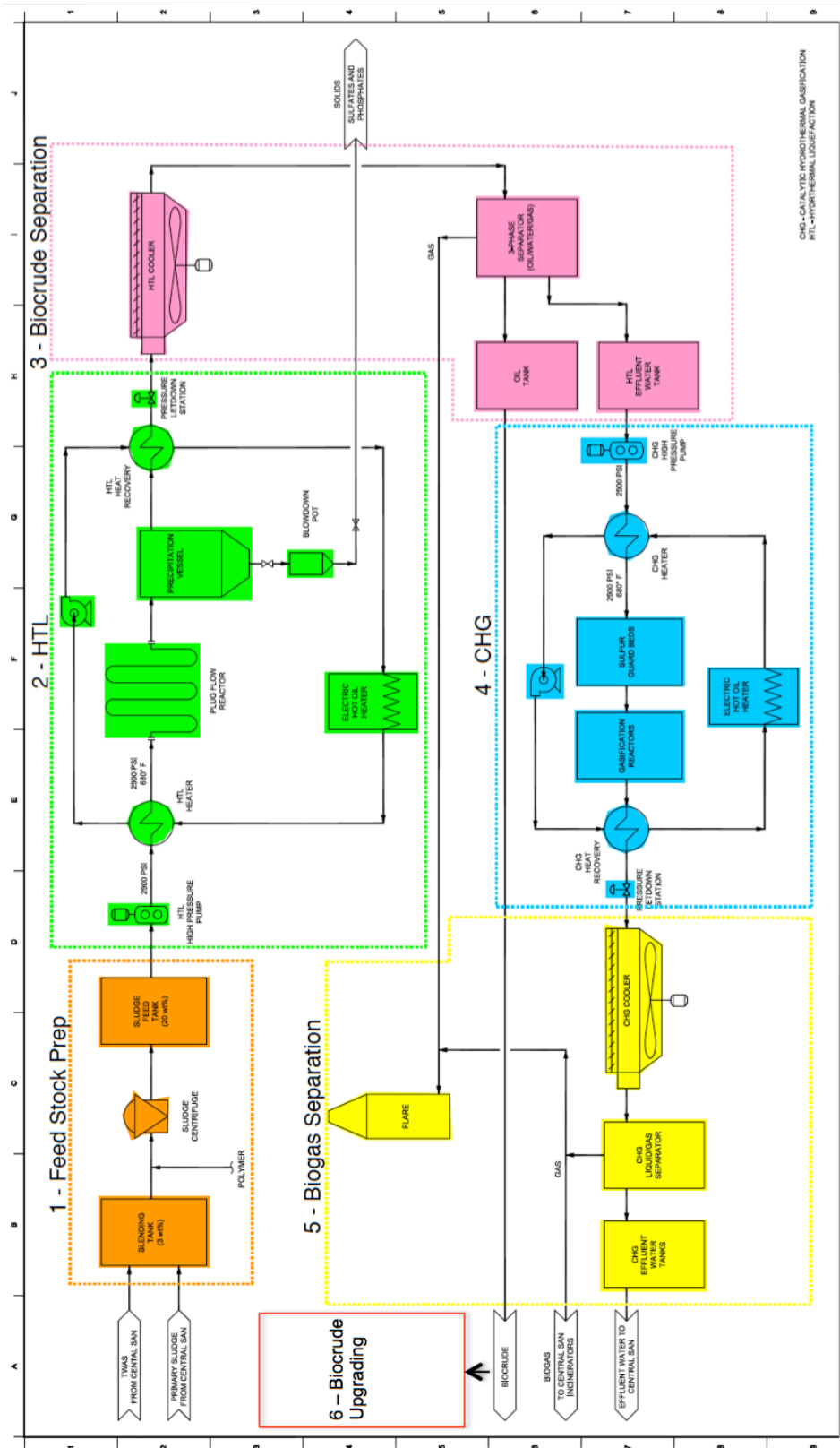


Exhibit 2: Currently Operational System (Smaller than HYPOWERS System)



HYPOWERS LLC

Exhibit 3: Process Diagram of HYPOWERS System



Web Conference

Genifuel Introduction for City of Anacortes, WA

April 13, 2020

Genifuel

Jim Oyler, Genifuel
John Willis, Brown and Caldwell

1

Overview

- Genifuel Process Overview
- DOE/WRF HYPOWERS Demonstration
- SRF Funding
- Possible Path Forward
- Discussion

2

Genifuel Process Overview

Brown
Caldwell

Genifuel

3

Focus on Wastewater

- Large market—over 16,000 wastewater utilities in US
 - Additional market in Canada, Europe and other countries
- Major regulatory changes are occurring in disposal of wastewater solids—transformation essential
- HTP is only process which completely addresses changes
- Utilities will pay tipping fee for disposal of solids
- Multiple tiers of government incentives for green outputs
- Attractive economics, IRR 15-25%
- Very positive climate for infrastructure investment

4

DOE/WRF HYPOWERS Demonstration

Brown
Caldwell

Genifuel

5

Project 1: Processing Algae Since 2017



6

Project 2: Containerized System, 2019



Onsite tests with various wastes – e.g. dairy cow manure

7

Project 3: 2020 Startup



Wastewater Processing
Vancouver, Canada
2 dry metric tons per day

Metro Vancouver;
Refining Partner
is Parkland Fuel



8

Project 4: 2021 Startup



- Central San, Martinez, CA; 2 dry metric tons per day
- After demonstration, system will be updated with all latest improvements and available in three years

9

WA-Ecology SRF Funding

Brown
Caldwell

Genifuel

10

WA Ecology can Fund with Loans and Partial Principal Forgiveness

- Discussions with Daniel Thompson, Water Quality Combined Funding Cycle Coordinator (daniel.thompson@ecy.wa.gov or 360-407-6510)
- FY 2021 WA-State CWA WRF Law (in Aug – Oct 2019):
 - <https://fortress.wa.gov/ecy/publications/documents/1910032.pdf>
- Principal forgiveness (turns “loans” into “grants”) for:
 - Studies/planning for communities with median income < 80% of state median
 - Construction that would increase water & sewer bills to over 2% of community’s median income
 - Up to 25% of design and construction on selected “green projects”



Funding Guidelines State Fiscal Year 2021 Water Quality Financial Assistance

Continental Clean Water Program
Clean Water Section 139 Program
Stormwater Financial Assistance Program
Washington State Water Pollution Control
Revolving Fund Program (Clean Water State
Revolving Fund)

August 2018
Publication 19-10-032

Brown and Caldwell

18

11

Possible Path Forward

Brown
Caldwell

Genifuel

12

Apply for SRF Funding/Grant for Evaluation

- If Anacortes is interested, craft "Letter of Understanding" for the City, WA-SRF, Genifuel, and BC documenting interest to relocate/site-adapt unit with SRF funding
- Study whether the process/project made sense for Anacortes over next 9 to 24 months
- Apply for SRF funding/grant for study and design/construction, if warranted, in time to design, relocate and install unit



Brown and Caldwell

38

13

Discussion...



it's about connecting



Jim Oyler
(801) 467-9976
Jim@Genifuel.com

Genifuel

John Willis, Ph.D., P.E., BCEE
(770) 361-6431
JWillis@BrwnCald.com

**Brown
AND
Caldwell**

essential ingredients®

14



City Council Contract Agenda Bill

Meeting Date: 7/6/2020 **Agenda Item:** 3e

Subject: Contract Modification – WWTP Restroom Upgrade – Construction
#14-002-SEW-004

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by:
Darcy Swetnam, City Attorney

Action Type: Contract Modification

Summary Statement: City staff seeks Council consent to issue a contract modification to Quantum Construction, Inc. in the amount of \$7,828.44, increasing the total contract price to \$73,739.50, to provide an equitable price adjustment in consideration of changes in Work. During construction it was discovered that a header beam was required to tie in the stairs, and a floor coating was needed.

Background:

- Reason for Contract Change:** #1. This header was not clearly called out on the plans and needed to be added. A header beam was required to tie in the stairs was required therefore needed to be added to the cost.
#2. The flooring was going to be completed in house, however it was decided to contract the flooring installation out because the WWTP does not have the necessary tools or experience to install the floor coating.
- History:** Construction of additional restroom facilities in the solids handling building at the Wastewater Treatment Plant for the WWTP Restroom Upgrade project. The additional unisex facilities will provide remote restroom and shower access for staff assigned to incinerator operation and others working throughout the plant. The facilities, designed to meet ADA requirements, will include one unisex bathroom only and one unisex bathroom and shower combination.
- Competitive Bidding:** In accordance with competitive bid requirements set forth under RCW 35.23.352 the project cost is under the competitive requirements for a multiple craft project and thus the Project Manager evaluated contractors and chose to contract with Quantum Construction, Inc., Inc.

Previous Council/Committee Action: City Council awarded the [original contract](#) on [11/25/19](#).

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract modification with Quantum Construction, Inc. under Contract 14-002-SEW-004, in the amount of \$7,828.44, increasing the total contract price to \$73,739.50.

Alternative Actions: N/A

Attachments: Contract 14-002-SEW-004 Modification 01

Consultant	Quantum Construction, Inc.
Original Agreement Amount	\$65,911.06
Current Agreement Amount	\$65,911.06
Change Per this Modification	\$7,828.44
Total After Modification	\$73,739.50
All Mods % of Total Contract Amount	11.8%
Earmarked Funds	300,000.00
BARS #	440.000.594.35.63
Paid on Contract as of 7/1/20	\$43,015.14
Budget Amendment Required?	No
Start Date	Inception
End Date	7/31/20



Contract Number 14-002-SEW-004
MODIFICATION 01

Date July 6, 2020
Page 1 of 1 Pages

Project Title WWTP Restroom Upgrade – Construction
Prime Contractor Quantum Construction, Inc.

BACKGROUND

This modification is issued in accordance with Article 17, Changes/Additional Work. During construction it was discovered that a header beam was required to tie in the stairs, and a floor coating was needed. The Contract price will increase from \$65,911.06 by \$7,828.44 to \$73,739.50 to provide an equitable price adjustment in consideration of changes in Work as described below under Article 1.

Accordingly, the following changes are incorporated under this contract:

Article 1. Scope of Work, insert the following second paragraph:

“The work as described above is hereby amended per Modification 01. The Contractor will perform the work as detailed in Exhibit C, which is hereby incorporated by reference and made a part hereof.”

Article 2. Contract Price, the first sentence is revise to read:

“The Contractor will do the scope of work above for a total of **Seventy-Three Thousand Seven Hundred Thirty-Nine Dollars and Fifty Cents (\$73,739.50)**, which includes \$5,901.87 in 8.7% sales tax, or adjusted to the current sales tax rate on the dates labor is performed.”

Article 4. Time of Completion, is revise to read:

“The Contractor shall complete the work by July 31, 2020.”

All other terms of the contract remain unchanged.

CITY OF ANACORTES

QUANTUM CONSTRUCTION, INC.

By _____
Laurie Gere, Mayor

By _____

Date _____

Date _____

Original Agreement Amount	<u>\$65,911.06</u>	Original Contract Completion Date	<u>5/31/20</u>
Current Agreement Amount	<u>\$65,911.06</u>	Current Contract Completion Date	<u>5/31/20</u>
Change Per this Modification	<u>\$7,828.44</u>	Net Change	<u>61 Days</u>
Total After Modification	<u>\$73,739.50</u>	Contract Completion Date After Change	<u>7/31/20</u>

CONTRACT 14-002-SEW-004 EXHIBIT C

QUANTUM CONSTRUCTION, INC

Change Order Worksheet
 Estimator Mark Buck
 #01
 Job # 1971

Project Name: City of Anacortes Restrooms

	Construction Estimate				Labor			Material		Subcontractor		Other		TOTAL COST
Cost Code	Description	Quantity	Units	1	Total Hrs	Rate	Amount	\$/Unit	Amount	\$/Unit	Amount	\$/Unit	Amount	AMOUNT
	Added Steel header to support stair	1												
	(per revised architectural detail	1												
	Extra labor for installing a structural steel header	1	ls		12.5	\$75.00	937.50							937.50
		1												
	Added steel fabricator	1	ls					675.00	675.00					675.00
	(savings from stair design applied to reduce	1												
Totals							937.50		675.00					1,612.50

OHP @ 15% 241.88
 Total 1,854.38

QUANTUM CONSTRUCTION, INC

Change Order Worksheet
 Estimator Mark Buck
 #02
 Job # 1971

Project Name: City of Anacortes Restrooms

	Construction Estimate				Labor			Material		Subcontractor		Other		TOTAL COST
Cost Code	Description	Quantity	Units	1	Total Hrs	Rate	Amount	\$/Unit	Amount	\$/Unit	Amount	\$/Unit	Amount	AMOUNT
		1				\$60.00								
	Add poured in place polyurethane floor system	1	bid			\$60.00				4,650.00	4,650.00			4,650.00
	Three coat system in Light Gray color	1				\$60.00								
	No cove base included	1				\$60.00								
Totals											4,650.00			4,650.00

OHP @ 15% 697.50
 Total 5,347.50

Hunt, Marcia

From: Measamer, Don
Sent: Monday, July 6, 2020 12:37 PM
To: City Council; Hunt, Marcia
Subject: FW: Closing Commercial Ave

Please find the email below regarding Commercial Avenue Closure on the weekends.



DON MEASAMER
**Director of the Planning, Community &
Economic Development Department**

City of Anacortes

904 6th Street & Q Avenue | Anacortes, WA 98221

p: 360-299-1942

don@cityofanacortes.org | www.anacorteswa.gov

From: Elisabeth Freeland <tomyzgurl6@aol.com>
Sent: Monday, June 29, 2020 7:43 AM
To: Measamer, Don <don@cityofanacortes.org>
Subject: Closing Commercial Ave

Hi Don, thank you so much for having a conversation with me about closing Commercial in the evenings. We would very much appreciate it if you could wait until 5:00 pm to close the streets, weekends are our busiest time of the week and are very important to our livelihood.

We have many elderly customers that shop our bead store and not being able to park close would be detrimental to them and to us. Customers need to be able to come down Commercial to be able to park and to find businesses to visit. We can see an impact in business every time that the streets are closed for festivals. We appreciate that they bring customers to town but we still see a difference in business.

I understand the reasoning in closing the street to accommodate more tables for restaurants to have more customers. As I told you in the phone restaurants were open the entire time during the stay at home orders and we were not. It's hard being closed over two months. We did not receive a grant, we did not get a PPP loan, we did not get unemployment, we had several tenants move out of our building during quarantine. All that we are asking is to be able to do business and not be handicapped by having the street closed during our normal business hours.

I really appreciate your time and you talking to the city council about our concerns. Thank you for your time. Please let me know that you received this email.

Thank you and have a great day. Elisabeth
Elisabeth's Cottage By The Sea

Pelican Bay Books & Coffeehouse



520 Commercial Avenue
Anacortes, Washington 98221
United States of America
+1 (360) 293-1852
paper@pelicanbaybooks.com

Dear Mayor Gere & Members of the City Council:

We would like to reiterate our support for Resolution 2094, to expand Open Streets this summer.

A little more than a month ago, Don Measamer shared the proposal to open the Commercial Avenue to pedestrians, cyclists and diners from Friday through Saturday evenings once Skagit County enters Phase Three. He mentioned that from his conversations with other business owners, the support was unanimous and enthusiastic. It is not an understatement to say we were thrilled by the idea.

We understand that there is now a small number of businesses who are second guessing their support for the proposal. While we understand that every business is different and they have a right to be cautious of change, our experience with evening Open Streets when it was tried in the summer of 2017 was extraordinary. Our sales those evenings were excellent and we saw a significant drop in business the next year on the same nights without Open Streets.

Our customers were effusive in their support for the experiment. And it was a joy to watch my children, and scores of others, run and bicycle in the street without fear

Many of us are investing significant sums in licenses, outdoor furniture, labor, etc. with the understanding that this proposal is a done deal. Reversing course would cause further financial strain on small businesses that are already on the edge of insolvency.

Our major qualm with the proposal is that it only applies to Friday and Saturday *evenings*. We understood initially that the plan was to close Commercial during the day on Saturday as well. We hope that if evening Open Streets is as successful as we anticipate, the council will consider expanding it throughout the weekend.

Please feel free to contact us with any questions or for further comments.

Sincerely,

Eli Barrett & Brooklynd Johnson
Owners



City Council Agenda Bill

Meeting Date: 7/6/2020 **Agenda Item:** 7-a

Subject: Resolution 2094 Adopting Guidelines for Expanded Restaurant and Retail space in the Public Right of Way **AMENDED 7/6/20**

Staff Contact: Don Measamer

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

Action Type	
	Ordinance No.
	Code Revision?
X	Resolution No. 2094
	Contract
	Public Hearing
	Staff Report

Summary Statement: For the purposes of economic recovery as a result of the COVID-19 Emergency, Resolution 2094 proposes guidelines for Restaurant and Retail use of sidewalks and street right of way adjacent to such businesses. Expanding use of Sidewalk Use permits to allow use of the sidewalk for retail purposes and restaurant and retail uses in the public street right of way during **street closures to vehicles on Friday at 5:00 pm through Saturday 10:00 pm as recommended by the City Council Planning Committee.** The Guidelines also address Parklets/Streateries provided by the City of Anacortes placed in parking spaces adjacent to restaurants providing additional seating. Staff proposes waiving sidewalk use permit fees, \$37.50 and no fee for use of the Parklet/Streateries, a typical right of way permit fee is \$50.00. Proof of insurance and a hold harmless agreement would be required.

Background: As a result of the COVID-19 Pandemic and emergency health restrictions in place for restaurants and retail stores there is limited usable customer space within the stores, retail guest occupancy is limited to 30% in phase 2 and restaurant guest occupancy is limited to 50% during Phase 2 (75% in phase 3) of the recovery plan. To assist in economic recovery staff proposes flexibility in permitting use of the sidewalk adjacent to businesses in the CBD for retail and restaurant uses and allowing Parklets/Streateries in the parking spaces adjacent to restaurants. The Parklets/Streateries would be open to the public after business hours. The sidewalk use areas and Parklets/Streateries would be the business owner's responsibility to furnish, provide planters, clean and sanitize as required by state health guidelines.

The business owner would also be required to coordinate with the Skagit County Health Department and Liquor and Cannabis Control Board for proper licensing requirements.

Two parking spaces next to Commercial Avenue on the side streets would be signed as Reserved for Pick-up and Takeout to accommodate those using such services.

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: The Planning Committee reviewed proposed Resolution 2094 and the proposed Guide for Expanded Restaurant and Retail Space at its June 22, 2020 meeting recommending moving forward to City Council.

Competing Viewpoints Considered: Several retail stores are concerned regarding closing Commercial Avenue down during the normal retail hours of 9:00 am to 5:00 pm and that moving into the street would not be a benefit to their businesses.

Recommended Motion: I move to approve Resolution 2094 a Guide for Expanded Restaurant and retail Space, and allowing for closure of Commercial Avenue to vehicles **Friday at 5:00 pm through Saturday 10:00 pm.**

Alternative Actions: Deny Resolution 2094

Attachments (listed in order presented):

Proposed Resolution 2094

Attachment A: A Guide for Expanded Restaurant and Retail Space

RESOLUTION NO. 2094

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES ADOPTING GUIDELINES FOR EXPANDED RESTAURANT AND RETAIL SPACE IN THE PUBLIC RIGHT OF WAY

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee signed a Proclamation declaring a State of Emergency exists in all counties in the State of Washington due to the number of confirmed cases of COVID-19 in the state and directed that the plans and procedures of the Washington State Comprehensive Emergency Management Plan be implemented; and

WHEREAS, on March 10, 2020, the Skagit County Board of Commissioners declared a public health emergency to allow Skagit County to take immediate steps necessary to prepare and respond appropriately to the outbreak; and

WHEREAS, on March 11, 2020 Governor Jay Inslee issued an additional Emergency Proclamation ordering that all events that takes place in King, Snohomish, and Pierce counties with more than 250 people are prohibited by the state. The order applies to gatherings for social, spiritual and recreational activities. These include but are not limited to: community, civic, public, leisure, faith-based, or sporting events; parades; concerts; festivals; conventions; fundraisers and similar activities; and

WHEREAS, on March 16, 2020, Mayor Laurie Gere issued a Proclamation of Emergency, declaring the COVID-19 pandemic to be an emergency in the City of Anacortes pursuant to Section 38.52.010 RCW and other relevant provisions of state and federal law;

WHEREAS, the health, safety and welfare of City residents, businesses, visitors and staff is of utmost importance to the City and additional future measures may be needed to protect the community.

WHEREAS, because of the restrictions placed imposed on non-essential businesses, local merchants and restaurants have experienced economic and financial hardships; and

WHEREAS, adopting guidelines for expanded restaurant and retail space in the public right of way will allow restaurants and merchants opportunity for economic recovery.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Anacortes, Washington, that:

SECTION 1 – RATIFICATION AND FINDING OF FACT

The Council hereby approves the Guide for Expanded Restaurant and Retail Space for implementation in the Central Business District and adopts the following findings.

SECTION 2 –FEES

The Council is committed to economic recovery for businesses and therefore temporarily waives sidewalk use permit and parklet/streatery permit fees.

SECTION 3 – COMMERCIAL AVENUE CLOSURE

The Council authorizes closure of Commercial Avenue from 10th Street to 2nd Street on Friday and Saturday to provide additional area for restaurant and retail use while social distancing.

SECTION 4 – EFFECTIVENESS

The provisions of this Resolution shall become effective upon adoption and expire on January 1, 2021 unless further extended by formal action of Council.

INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES this ____ day of July, 2020.

LAURIE M. GERE, MAYOR

Approved as to form and legality:

ATTEST:

Darcy Swetnam, WSBA #40530
City Attorney

Steve D. Hoglund, City Clerk Treasurer



A Guide for Expanded Restaurant + Retail Space

City of Anacortes



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Street Closures The City of Anacortes will evaluate closures of Commercial Avenue in the Central Business District from 10 th street to 2 nd street to provide additional space in a safe and protected setting that can serve multiple businesses Friday and Saturday. Side streets and alleys will be barricaded at Commercial Avenue.	7
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1. Preface

Governor Inslee's Proclamation 20-25.3

On May 4, 2020, Governor Inslee signed [Proclamation 20-25.3](#) and outlined the “Safe Start” plan, a phased approach to re-open Washington’s economy. Under the plan, businesses and activities will re-open in phases with adequate social distancing measures & health standards in place. Businesses may also need to meet additional requirements developed specifically for their industry. This order is in effect statewide. Each business must follow the appropriate guidelines established for that business and the specific Phase the county is in at the time.

Restaurants/taverns must ensure strict adherence to all measures established by the Governor’s guidance, the Department of Labor & Industries (L&I) <https://lni.wa.gov/forms-publications/F414-164-000.pdf> and the <https://www.doh.wa.gov/Coronavirus/workplace> (DOH). Covid 19 reopening guidance for businesses can be found at the following link:

<https://www.governor.wa.gov/issues/issues/covid-19-resources/covid-19-reopening-guidance-businesses-and-workers>

City of Anacortes Restaurant + Retail Program

In concert with the Governor’s Executive Order, the City of Anacortes has created the following guidelines to allow restaurants and retail businesses to expand their business footprint onto the public rights-of-way or in privately owned parking facilities without meeting certain City code and permit requirements.

The City of Anacortes Restaurant + Retail Program has been established to ensure businesses have the greatest ability to operate successfully during the COVID-19 economic recovery. The program entails leveraging available private and public space to be used as expanded areas for restaurant and retail activity while maintaining public safety requirements.

Temporary Outdoor Dining + Retail Activity on Private Property

Restaurants and retail establishments with access to private sidewalks or private parking may utilize these areas for dining or retail services, in accordance with the safety guidelines outlined in Section 2 of this guidebook, provided the consent of the landlord or property-owner is obtained.

Temporary Outdoor Dining + Retail Activity in Public Rights-of-Way

The City of Anacortes is temporarily allowing variances from City Code and permit application requirements for restaurants and retail businesses to expand operating space in designated portions of the public rights-of-way. The City of Anacortes is also temporarily waiving fees for sidewalk cafés and streateries.

To participate in the program, minimum life safety requirements and Americans with Disability Acts (ADA) must still be met as described in Section 2 of this guidebook. It shall be the responsibility of the business to ensure that these requirements are maintained at all times the business is operating within the public right-of-way.

The City of Anacortes will be working with businesses to identify areas that may be appropriate for full or partial road closures.

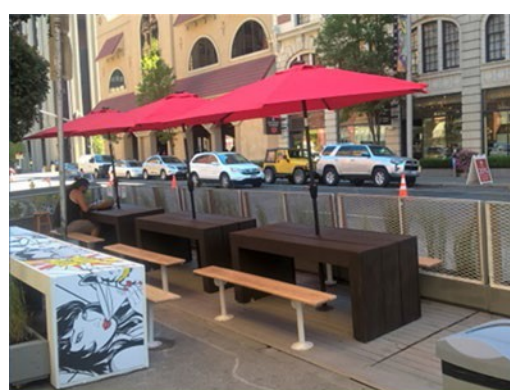
Types of public spaces used for this purpose:

Sidewalks and Parking Lots



Sidewalk Use Permits are for the private use of public sidewalks and private parking lots. The City of Anacortes is allowing businesses to temporarily use sidewalks and parking lots for additional restaurant seating or retail purposes. Requirements are described further in Section 2 of this guidebook.

Parklets + Streateries



Parklets are temporary sidewalk extensions that provide more space and amenities for people using the street by converting a parking space or loading zone to public use. Creatively designed and executed, parklets provide seating areas and public space, often include greenery, and commonly provide a unique visual impact that activates a street and increases the public use.

Streateries are similar in design and nature to parklets. However, rather than operating as public space all day long, streateries belong to an adjacent restaurant or café during operating hours; functioning as an "off-sidewalk café" that can extend off the sidewalk into the parking lane. When the restaurant or café is closed, the streaterie operates as a typical parklet.

Street Closures

This involves closure of portions of a street near a concentration of businesses to provide additional

space in a safe and protected setting that can serve multiple businesses.

2. Restaurant + Retail Recovery Program

The City of Anacortes is taking steps to ensure businesses have the ability to operate safely and successfully during the COVID-19 economic recovery using available public right-of-way. Fees for sidewalk cafés, parklets and streateries will be waived in 2020.

Temporary Outdoor Dining + Retail Activity in Public Rights-of-Way (Sidewalks, Streets + Streateries)

In accordance with City of Anacortes Resolution 2094, the City of Anacortes is supporting restaurants and retail businesses who wish to expand dining and retail operations onto sidewalks and on-street parking spaces (streateries), provided the applicable requirements described below can be met. The City is also working with businesses to identify certain roadways, Commercial Avenue from 10th Street to 2nd Street, for partial or full road closures and will be temporarily making these street areas available for expanded dining and retail activity, consistent with the requirements and conditions described in this guidebook.

Sidewalks

Sidewalk activation for restaurants and retail businesses will require Sidewalk Use Permits (per Chapter [12.70](#) Restaurant Sidewalk Uses Anacortes Municipal Code). The City of Anacortes is providing flexibility in the requirement to apply for a permit and now allowing businesses to use Commercial Avenue, between 10th Street and 2nd Street, subject to the conditions in this Guidebook, for additional restaurant seating or retail purposes.

Expanded Sidewalk Requirements for Restaurant & Retail

For the duration of Governor Inslee's [Proclamation 20-25.3](#), the City of Anacortes will allow the use of variances to depart from City Code for certain requirements regarding permitting of sidewalk cafes. Businesses utilizing City rights-of-way shall comply with the following requirements during this time period. Operational Requirements for Sidewalk Cafes per [AMC 12.70](#) shall remain in effect as described below and shall generally apply to all private business operations including retail establishments.

Parklets + Streateries

Parklets or Streateries can be used by a business, and do not require the street to be closed. Businesses utilizing City rights-of-way shall comply with the following requirements during this time period. Operational Requirements for Parklets and Streateries per these guidelines shall remain in effect as described below and shall generally apply to all private business operations including retail establishments. Variances will be allowed to depart from City Code and the Parklet and Stretery Design Standards for use of on-street parking spaces within the public right-of-way.

General Requirements

Outdoor café seating and retail operations within sidewalks and public rights of way shall maintain:

- Adequate pedestrian flow of at least 5 feet;
- Proper exiting requirements;
- Access to public utilities, building entrances, crosswalks, bus stops and transient entrances;
- Pedestrian and traffic safety; and
- In the case of parking spaces, provide a durable barrier between patrons and vehicles.

Location Requirements

1. The width of the sidewalk café or retail space may extend past the frontage of the business so long as the applicant has written permission of the neighboring property owner. Adjacent businesses are strongly encouraged to coordinate.
2. A clearly marked, unobstructed, and durable pedestrian right-of-way, also known as the "pedestrian clear path of travel," that meets required accessibility standards, of no less than six (6) feet shall be maintained for each sidewalk café area and shall adhere to the following standards:
 - a. The minimum distance of said path shall be measured from the portion of the sidewalk café/retail space boundary which is nearest either the curb line or the nearest obstruction.
 - b. In no event may recesses in the sidewalk café/retail space boundary be used to satisfy this unobstructed width requirement for said path, except that the corners of the sidewalk café/retail space may be rounded or mitered.
 - c. Sidewalk cafés/retail spaces shall maintain a clearance of five (5) feet around the corners of other sidewalk cafés measured in radius.
3. The pedestrian path shall maintain a minimum of five (5) feet from large obstructions. No tables, or chairs, umbrellas or other fixtures shall be permitted within 5 (5) feet of a pedestrian crosswalk or corner curb cut or bus stops shelters.
4. Access to fire hydrants, fire hose connections for sprinkler systems, and entrances and exits of all buildings shall not be obstructed at any time by barriers or seating. The fire lane shall not be obstructed at any time. There must be a minimum of forty (40) inches in distance separating the edge of a table or chair to a fire department connection.
5. The operational hours of the space shall be restricted to the adjacent business operating hours, and all outdoor activities shall cease by 10 pm. This includes any outside music.

Construction, signage, maintenance and umbrellas

1. Appropriate lighting of the sidewalk café/retail space is required if operating outside of daytime hours.
2. Use of landscaping and planters is encouraged, however these materials should not be permanently affixed to any public rights-of-way.
3. All signage must be in compliance with City Code. Signs are prohibited on umbrellas, chairs, tables and other permissible fixtures which are located on the public right-of-way, except that the establishment identified on the permit and/or its logo shall be permitted on umbrellas.
4. No heating, cooking or open flames are permitted in the sidewalk café. However, space heaters are permitted provided that they are an outdoor approved type, are located in accordance with the manufacturer's recommendations, and are located at least two (2) feet from the edge of any umbrella canvas, any foliage, or any other flammable object or material. Space heaters are not allowed under awnings without direct approval from the Fire Department.
5. No food preparation, plastic food displays, food storage, or refrigeration apparatus shall be allowed on the public right-of-way.

6. Umbrellas and other decorative material shall be fire-retardant, pressure-treated or manufactured of fire-resistant material. No portion of an umbrella shall be less than six (6) feet, eight (8) inches (eighty (80) inches) above the sidewalk.
7. It is the permit holder's responsibility to properly secure their furniture outside of business hours. The City of Anacortes shall not be held liable for any missing, damaged, and/or vandalized furniture.
8. Each area will be evaluated on a site-specific basis. Some areas may require complete removal of outside café furniture during non-business hours.
9. The permit holder is responsible for maintaining the leasehold space granted by the permit. This may require removing, repairing, or mediating tripping hazards, cleaning and properly disposing of litter, and general cleanliness and sanitizing of the leasehold area.

City of Anacortes Right to Clear Right-of-Way

The City reserves the right to remove a sidewalk café/retail space that (i) creates an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to existing conditions on the surrounding public right-of-way if it finds the installation represents a danger to the health, safety or general welfare of the public, or (ii) a business violates the requirements of these Guidelines.

The City may require the removal, temporary or permanent, of the sidewalk café/retail space when redevelopment of the street or sidewalk, or utility repairs necessitates such action, or the permittee fails to comply with the criteria set forth in these guidelines. Any costs incurred by the City for removal or storage of sidewalk café tables, chairs and other equipment shall be the responsibility of the business. The City is not responsible for any damages or loss of equipment removed pursuant to this subsection.

Street Closures

The City of Anacortes will evaluate closures of Commercial Avenue in the Central Business District from 10th street to 2nd street to provide additional space in a safe and protected setting that can serve multiple businesses Friday and Saturday. Side streets and alleys will be barricaded at Commercial Avenue.

It is the responsibility of the business to activate these spaces with temporary materials such as tables and chairs, umbrellas, and visual/physical barrier materials. Maintenance (daily upkeep, litter cleanup, etc.) associated with business operations shall also be the responsibility of the business.

Additional guidance for using streets during economic recovery times was just released by NACTO (<https://nacto.org/streets-for-pandemic-response-recovery>)

Operational Considerations

- Hours of Street Closure: Street closures will remain in place from 5 p.m. until 10 p.m. on Friday and Saturday. Through-traffic and parking will not be permitted at any time during these hours. Temporary access will be permitted only for delivery vehicles and residents (see below).
- Delivery Vehicle Access: commercial deliveries must be made before 11:00 AM. Temporary removal and replacement of barricades to permit deliveries is the responsibility of the business owners.
- Volunteers must be stationed at 4th street to allow vehicles to cross Commercial Avenue for deliveries.

- Emergency Vehicle Access: A 15-foot lane will be maintained in the center of closed streets to ensure emergency vehicle access as needed.
- Business Hours of Operation: Hours of operation on closed streets must end by 10 P.M. for permitted retail and dining establishments.

Use of Tents or Shade Structures in Parking Lots, On-Street Parking Spaces, or Closed Streets

The following requirements shall apply to use of temporary tents or shade structures within public spaces:

- The maximum size tents that may be placed within streets and parking spaces will be 10-foot by 10-foot.
- Tents shall be removed at the close of business each day.
- No staking of tents is permitted in public rights-of-way.
- All tent legs must be weighted with a minimum of 40 lb. weights on each leg
- Weights must be securely attached to canopy roof and canopy leg separately
 - Ropes and straps should be high quality
 - Bungee or rubber straps are prohibited
- Weights must be on the ground and not dangling
- Weights and lines must not pose a hazard and be clearly visible
- For maximum safety, tents should be secured as soon as they are put up, and brought down as soon as weight is removed. Do not leave unsecured tents at any time.
- Heaters of any kind shall not be used under tents or umbrellas.
- Smoking is prohibited under tents and shade structures.
- Tents must not have closed walls in place while open to the public, and all sides should be open for air flow.

Items that make acceptable weights:

- 5 gallon bucket full of sand or concrete
- 4" PVC pipe at least 36" long filled with concrete
- Large commercially available tent weights
- Sandbags or salt bags 40 lbs or heavier

Coordination with the Washington State Department of Health and Skagit County Health Department

The Washington State Department of Health (DOH) is developing a checklist and guidance to help address the operational issues that may arise as businesses plan to provide seating indoors and outdoors. The City of Anacortes encourages businesses to reach out to the Skagit County Health Department as they evaluate expanding their business activities outdoors. The Health Department has identified some issues that should be considered when looking to expand outdoors:

- Because of the size constraints of many indoor dining areas and the requirement to seat no more than five people per table and maintain at least six feet of distance "from occupied chair to occupied chair," it is quite possible that outdoor seating may exceed indoor seating. Seating areas should be cordoned off to distinguish from other common areas
- The employees working in the kitchen and dining areas must also have the necessary equipment and food preparation capacity to implement required food safety measures, and adequate space to practice proper six-foot social distancing.
- The addition of new cooking areas, food preparation areas, server stations, or self-serve areas (water, condiments, fountain drinks, etc.) are prohibited unless the establishment receives prior

approval from Skagit County Health Department. Approval from other appropriate agencies may also be required.

- There will be a need to ensure there is adequate room for social distancing on the premises for those who are waiting for a table to open, those who are waiting for their takeout order, those who are using the restroom, and those who are entering and leaving these seating areas. This may inadvertently cause congregating to occur in front of establishments if there is not adequate room to accommodate the needs of everyone.
- Businesses should develop a plan for addressing the above concerns to ensure proper social distancing occurs and take other necessary preventative measures to help prevent COVID-19 for the benefit of their employees and customers.
- It is important for applicants to contact Skagit County Health Department, Washington State Liquor Cannabis Board (LCB), and Washington State Department of Labor and Industries to see if they have any additional requirements.

3. Permits

For permitting, contact the City of Anacortes Planning, Community and Economic Development department at 360-299-1984 or by email at: pced@cityofanacortes.org

4. Frequently Asked Questions

Do I need a permit or approval to add restaurant tables to the sidewalk in front of my business or the parking lot next to my business?

Yes, you will still be required to obtain a Sidewalk Use Permit. Although fees have been temporarily suspended for the duration of City of Anacortes Resolution 2094

Do I need to get approval to take over a public parking space in front of my business?

Yes, you will still be required to obtain a Streatery/Right of Way Permit although fees have been temporarily suspended for the duration of City of Anacortes Resolution 2094.

What are the hours of operation allowed on sidewalks, parklets/streateries and street closures?

The permitted business hours of operation for indoor portions of your business should remain consistent with your businesses typical hours of operations. If you are expanding operations outdoors, outdoor seating hours end at 10 pm. Please be mindful of your neighbors and any additional noise that may be generated.

How does the “6-foot rule” work for restaurant seating?

If people are at a table together, they don’t need to be 6 feet apart. Each table setting needs to be 6’ from other tables measured from the back of each chair, as occupied chair-to- occupied chair, unless appropriate partitioning is in place.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 13, 2020

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 and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

July 13, 2020

- Interlocal Agreement: Washington State Fire Services Resource Mobilization Plan Reimbursement Agreement #20-154-AFD-001 (Consent)
- Closed Record Decision Hearing: CUP-2019-XXXX: Grandview Cemetery Expansion Conditional Use Permit (Discussion/Possible Action)

July 20, 2020

- Public Hearing: Ordinance 3065: Amending 2019-2024 Capital Facilities Plan (Discussion/Possible Action)
- Access - Anacortes Fiber Internet Update (Discussion)
- Ordinance 3066: Amending 2019-2020 Biennial Budget (Discussion/Possible Action)

July 27, 2020

- Contract Awards: Treatment Plant Chemicals 2020-2021 #20-162-IDS (Consent)

August 3, 2020

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jul 6, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Jul 7, 2020, 8:30 AM, TBD
- Finance, Wednesday, Jul 8, 2020, 5:00 PM, Teleconference
- Community Center / Pool, Thursday, Jul 9, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 13, 2020, 5:00 PM, Teleconference
- Housing Affordability & Community Services, Monday, Jul 13, 2020, 4:00 PM, Teleconference
- Fiber, Thursday, Jul 16, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Jul 20, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Jul 22, 2020, 5:00 PM, Teleconference
- Personnel, Thursday, Jul 23, 2020, 12:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 23, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference
