

**** Per Governor's emergency [Proclamation 20-28.7](#) issued July 8, 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.
- To speak during the meeting, call 360-293-1904 before an agenda item begins to get in the queue to comment.



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

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

July 27, 2020
6:00 p.m.

PRELIMINARY AGENDA

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

1. **Call to Order**
2. **Announcements and Committee Reports**
 - a. Confirmation of Library Director (Action)
 - b. COVID-19 Update
 - c. Finance Committee
 - d. Personnel Committee
 - e. Planning Committee
3. **Consent Agenda (Action)**
 - a. Minutes of July 20, 2020
 - b. Approval of Claims in the amount of: \$483,055.50
 - c. Interlocal Agreement with City of Burlington for Dark Fiber Lease #20-169-FBR-001
4. **Other Business**
 - a. * Monthly Finance Update and COVID-19 Impacts (Discussion)
 - b. * 2021 Budget Planning (Discussion)
 - c. * Resolution 2096: Extending the Duration of Resolution 2082 Providing Temporary Procedures to Respond to the COVID-19 Epidemic (Discussion/Possible Action)
5. **Adjournment**



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning August 3, 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.

August 3, 2020

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

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

September 14, 2020

September 21, 2020

- Resolutions 2082/2085/2096 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic (Discussion)

September 28, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference
- Fiber, Wednesday, Jul 29, 2020, 2:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 30, 2020, 3:30 PM, Teleconference
- Public Works, Monday, Aug 3, 2020, 5:00 PM, Teleconference
- Public Safety, Tuesday, Aug 4, 2020, 10:00 AM, Teleconference
- Housing Affordability & Community Services, Monday, Aug 10, 2020, 4:00 PM, Teleconference
- Planning, Monday, Aug 10, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Aug 11, 2020, 8:30 AM, Teleconference
- Finance, Wednesday, Aug 12, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Aug 13, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Aug 17, 2020, 5:00 PM, Teleconference



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street Anacortes, WA 98221

Office: 360-299-1950

laurieg@cityofanacortes.org

www.anacorteswa.gov

City Council Memo

TO: Anacortes City Council
FROM: Laurie Gere, Mayor
DATE: July 22, 2020
RE: Confirmation of Jeff Vogel as Director of the Anacortes Public Library

Summary Statement:

This evening I am asking for your confirmation of my appointment of Jeff Vogel as the City of Anacortes Public Library Director. Mr. Vogel has been serving as Interim Director since the beginning of April 2020 near the onset of the COVID-19 pandemic in our State. He recently met with myself and others in City leadership, including a representative from the Personnel Committee and from the Library Board, to assess his suitability for the Library Director appointment.

Appointment by Mayor Laurie Gere

Appointment of Jeff Vogel

Mr. Vogel has been with the Anacortes Public Library since 2007 where he has gained experience in several roles including Circulation Lead, Technical Services Manager, Librarian, and most recently Interim Director giving him comprehensive institutional knowledge of library operations and personnel. As a Librarian his focus has been on technology, collection development, library management and the library's meaningful role as a community gathering place.

Mr. Vogel attended Western Washington University where he studied Humanities and Creative Writing. He earned his Master of Library and Information Science from San Jose State University, and brings over 19 years of management experience to this position. As Director, Mr. Vogel will be responsible for leading the operations of the Anacortes Public Library including budget and staff oversight, and serving the Library Board of Trustees.

With Mr. Vogel taking on the role, the Library will have an unfilled Librarian position at least for the duration of the hiring freeze currently in effect, per Resolution 2082, and extended per Resolution 2085. If confirmed, his appointment will be effective August 1, 2020.

Thank you for your time and consideration of Mr. Vogel's appointment.

Anacortes City Council Minutes – July 20, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of July 20, 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 COVID case statistics for Anacortes and Skagit County. She noted that cases were still trending up and that the county remained in Phase 2 of the Safe Start Washington plan. She emphasized the need to wear masks in public.

Fiber Committee: Mr. Walters reported from the committee meeting the prior week. He said the committee had urged the fiber team to increase the rate of customer installations, including hiring new employees if necessary. Mr. Walters deferred further discussion to the fiber staff report later on the agenda.

Public Works Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She elaborated on topics discussed including the March Point cape seal project which would appear later on the agenda, the status of the wastewater treatment plant outfall project, the potential Genifuel project at the wastewater treatment plant, progress on the water treatment plant clearwell project and decommissioning of the old water treatment plant, the selection process for the new Operations Manager, progress on acquisition of the South Fidalgo water system from the PUD, agricultural water customers, progress in the pavement management program, and recognition of the department in national trade journals.

Ms. Cleland-McGrath reported that the Mayor and members of the City Council Public Safety Committee had attended the swearing in of two new police officers, Colin Norris and Stuart Rhodes.

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 Ms. Moulton, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of July 13, 2020
- b. Approval of Claims in the amount of: \$379,322.63
- c. Contract Modification: March Point Area Cape Seal Repairs #20-112-TRN-001

The following vouchers/checks were approved for payment:
EFT numbers: 97616 through 97669, total \$334,522.34
Check numbers: 97670 through 97704, total \$23,242.94
Wire transfer numbers: 270998 through 271202, total \$21,488.47

PUBLIC HEARINGS

Closed Record Decision Hearing: CUP-2019-0002: Grand View Cemetery Expansion Conditional Use Permit

Associate Planner Tess Cooper presented an application for a Conditional Use Permit to permit a 4.8 Acre (209,088 square foot) addition to the west side of the existing Grand View Cemetery facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. Ms. Cooper's slide presentation was added to the packet materials for the meeting. Ms. Cooper noted that staff had updated the packet materials prior to the meeting and had circulated those updates to Councilmembers via email. After summarizing the application and the project and reviewing the landscape plan, Ms. Cooper reported the staff and the Planning Commission recommendations to City Council that the CUP be approved.

Ms. Cooper and Parks & Recreation Director Jonn Lunsford responded to councilmember questions regarding how far into the future the proposed expansion would meet the city's needs.

Mayor Gere invited parties of record who wished to address the Council to call in to 360-293-1904.

Inger Christensen, 501 Hillcrest Drive, the neighbor immediately adjacent to the proposed expansion, questioned staff about the location and configuration of the fencing and landscaping between her property and the proposed project, about which trees would be removed, and about a planned dog walking trail along the west side of the proposed expansion. Ms. Christensen expressed concern about public access to the low visibility area between the security fence and the privacy fence. She asked that the project's neighbors be kept informed about the project as it progressed.

No other parties of record wished to address the Council.

Mr. Walters requested a definitive timetable for the roadway improvements called for in recommended Condition 8. He also asked that the Parks Department cease composting vegetation at the cemetery. Ms. Moulton supported requiring a shorter timeframe for the sidewalk improvements but disagreed that the composting site presented a problem.

Mr. Walters moved, seconded by Mr. McDougall, to approve CUP-2019-0002 subject to staff's recommended conditions of approval, with additional constraints that the sidewalk improvements be constructed within two years of completion of construction [of the expansion], and that no composting be allowed at the cemetery. Mr. Miller proposed amending the motion to require composting at the cemetery to cease no later than two years after completion of construction [of the expansion]. Mr. Miller's amendment was adopted by unanimous consent. Vote on amended motion: Ayes – Young, Walters, Cleland-McGrath, McDougall, Miller and Carter. Nays – Moulton. Motion carried.

Public Hearing: Ordinance 3065: Amending 2019-2024 Capital Facilities Plan

Finance Director Steve Hoglund introduced Ordinance 3065, referring to his slide presentation which had been included in the packet materials for the meeting. He noted that the immediately subsequent agenda item was Ordinance 3066 which would amend the budget to align with the revised. Mr. Hoglund reported that no public comment had been received regarding Ordinance 3065 during the two-week advertised public comment period.

No members of the public wished to address the Council on this agenda item. Mayor Gere closed the public hearing.

Mr. Young moved, seconded by Ms. Cleland-McGrath, to adopt Ordinance 3065 amending the 2019-2024 Capital Facilities Plan. Vote: Ayes – Walters, Cleland-McGrath, Moulton, McDougall, Miller, Carter and Young. Motion carried.

OTHER BUSINESS

Ordinance 3066: Amending 2019-2020 Biennial Budget

Mr. Hoglund referred Council to his presentation of Ordinance 3065 which had just been approved. No members of the public wished to address the Council on this agenda item.

Mr. McDougall moved, seconded by Ms. Moulton, to approve Ordinance 3066 amending the 2019-2020 budget. Vote: Ayes – Cleland-McGrath, Moulton, McDougall, Miller, Carter, Young and Walters. Motion carried.

Access - Anacortes Fiber Internet 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 reported on GPON customers, customer counts by area, 2020 aerial expansion areas, non-GPON customers, budget preparation for 2021, the need to hire additional staff if increasing the rate of installation was desired, and ongoing marketing to additional potential customers. In response to a question from Mr. Young, Ms. Schuh explained how fiber installation staff were working within the construction requirements in place for COVID-19.

Mr. Walters polled his colleagues on their support for hiring additional fiber staff to increase the rate of installations. Mr. Young expressed his support. Ms. Cleland-McGrath and Mr. Miller supported increased staffing if material on hand, customer demand and training were all available to make additional staff optimally efficient. Ms. Cleland-McGrath also supported facilitating internet access for students, seniors and low-income households affected by COVID-19, possibly using CARES Act funding. Mr. McDougall and Ms. Moulton concurred.

Resolutions 2082/2085 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic

Mr. Hoglund summarized prior Council action to establish temporary procedures in response to the COVID-19 pandemic. He noted that the current resolution would expire on July 31 and inquired if Council wished to take additional action on procedures.

Councilmembers considered extending Resolution 2085 through August, through September, and through December, 2020 and eventually reached consensus on extending Resolution 2085 through September, 2020. Ms. Moulton suggested suspending Section 3C of Resolution 2082 which prohibited public comment and public hearings at City Council meetings. Councilmembers generally agreed. Councilmembers discussed possibly allowing for in person City Council committee meetings, but deferred changes to the current procedures until the next occasion on which they would be reviewed, likely late September 2020.

Authorizing Resolution 2095: Thompson Trail Trestle Planning Grant

Parks and Recreation Director Jonn Lunsford presented Resolution 2095 to allow the city to apply for and accept RCO grant funding for a large portion of the costs for a feasibility study to replace the causeway and trestle on the Thompson Trail with a new structure to improve tidal flows, remove creosote and benefit habitat in Fidalgo Bay. He referred to the packet materials for the meeting. Mr. Lunsford noted that the city would not be providing any of the matching funds out of city funds.

Mr. Young moved, seconded by Mr. Walters, to adopt Resolution 2095 as presented. Vote: Ayes – Moulton, McDougall, Miller, Carter, Young, Walters and Cleland-McGrath. Motion carried.

There being no further business, at approximately 8:15 p.m. the Anacortes City Council meeting of July 20, 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 27, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
271068	3/12/2020	300000305007	PUGET SOUND ENERGY INC	STREET LIGHTS 2/1-3/3/20	\$ 432.80	dshop
271498	4/15/2020	31424	MAJESTIC GLASS CORVETTE CLUB	LTAC GILBERT MAJESTIC GLASS	\$ 555.00	plan
271503	4/30/2020	I-35118	MOUNT VERNON CARPET	SENIOR CENTER KITCHEN FLOOR REPLACEMENT	\$ 14,834.98	pw1
271322	5/5/2020	99825	VECA ELECTRIC & TECHNOLOGIES	TROUBLESHOOT 3 PHASE CONNECTIONS	\$ 808.18	dwwtp
271504	5/26/2020	I-35221	MOUNT VERNON CARPET	SENIOR CENTER KITCHEN FLOOR REPLACEMENT	\$ 2,738.70	pw1
271403	6/24/2020	INV6614	SEAWESTERN, INC.	5 REPLACEMENT BUNKER SETS, 1 COAT	\$ 12,135.21	medic
271270	6/30/2020	174033	INFOSEND, INC.	JUNE 2020 PROCESSING	\$ 3,306.83	finance
271335	6/30/2020	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 6/1/2020-6/30/2020	\$ 56.00	finance
271402	7/1/2020	AFD 20	ISLAND HOSPITAL	MAY AMBULANCE SUPPLIES	\$ 1,259.68	medic
271269	7/1/2020	1392171-0043-8	WASTE MANAGEMENT	JUNE 2020 CONTRACTED SERVICES	\$ 115,395.66	finance
271510	7/7/2020	1200279059	HDR ENGINEERING, INC	SANITARY SEWER STORAGE STUDY - 5/24/20-6/27/20	\$ 6,795.03	pw1
271034	7/8/2020	220015523313	PUGET SOUND ENERGY INC	CAR CHARGING STATION 6/6-7/7/20	\$ 69.90	dshop
271502	7/9/2020	2006050C	CH MURPHY/CLARK-ULLMAN, INC	WWTP HEAT EXCHANGER TUBE SHEET REPAIR.	\$ 63,796.03	dwwtp
271409	7/9/2020	92928835	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,686.04	dwwtp
271267	7/9/2020	220013297498	PUGET SOUND ENERGY INC	CASINO DRIVE UNDER TWIN BRIDGES 06/09-07/08/2020	\$ 64.79	dshop
271419	7/9/2020	51419	SKAGIT COUNTY GOVERNMENT	QTR 1 2020; SPILLMAN	\$ 8,386.30	apd
271496	7/9/2020	30610	WESTERN SYSTEMS REFUSE &	PRESSURE REGULATOR #601	\$ 974.98	dshop
271508	7/10/2020	1200280695	HDR ENGINEERING, INC	WWTP OUTFALL PRE-DESIGN - PHASE 2 - 5/24/20-6/27/20	\$ 122,332.74	pw1
271509	7/10/2020	1200280742	HDR ENGINEERING, INC	SK RIVER RAW WATER PIPELINE/CLEARWELL - CONSTRUCTION MANAGEMENT - 5/26-6/27/20	\$ 37,273.10	pw1
271511	7/10/2020	1200280740	HDR ENGINEERING, INC	PILOT-SCALE & FULL-SCALE TESTING FOR WTP - WA DOH STUDIES - 5/24/20-6/27/20	\$ 723.25	pw1
271219	7/10/2020	2020-0318	PUBLIC SAFETY TESTING, INC	PUBLIC SAFETY TESTING SUBSCRIPTION FEES Q2	\$ 654.00	hr
271320	7/11/2020	129214	LAKESIDE INDUSTRIES, INC.	CLASS G ASPHALT	\$ 1,672.26	wdist
271321	7/11/2020	129479	LAKESIDE INDUSTRIES, INC.	5/8" & 3/4" ROCK SALES/ DUMP FEES	\$ 687.97	wdist
271405	7/13/2020	AN 73854	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 88.34	medic
271417	7/13/2020	00294999	ORION SAFETY PRODUCTS	PATROL SUPPLIES; FLARES	\$ 431.40	apd
271278	7/13/2020	300000305007	PUGET SOUND ENERGY INC	STREET LIGHTS: 06/02- 07/01/2020	\$ 374.51	dshop
271318	7/13/2020	300000290035	PUGET SOUND ENERGY INC	MUSEUM 6/6-7/7/20	\$ 111.28	museum

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
271323	7/13/2020	300000300008	PUGET SOUND ENERGY INC	WWTP 6/6-7/7/20	\$ 17,980.48	dwwtp
271348	7/13/2020	200024889996	PUGET SOUND ENERGY INC	WTP INTAKE ELECTRICITY 6/11-7/10/20	\$ 343.66	dwwtp
271349	7/13/2020	300000290027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 6/6-7/7/20	\$ 3,245.66	dwwtp
271406	7/13/2020	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS 6/6-7/7/20	\$ 777.81	medic
271407	7/14/2020	WAANA126982	FASTENAL COMPANY	SAFETY GLASSES	\$ 26.12	medic
271431	7/14/2020	9316783777	GRAYBAR ELECTRIC COMPANY, INC	MULTI-PORT SERVICE TERMINALS	\$ 2,679.83	fiber
271432	7/14/2020	9316783779	GRAYBAR ELECTRIC COMPANY, INC	MULTI-PORT SERVICE TERMINALS	\$ 1,076.47	fiber
271433	7/14/2020	9316783778	GRAYBAR ELECTRIC COMPANY, INC	MULTI-PORT SERVICE TERMINALS	\$ 1,050.58	fiber
271336	7/14/2020	0255707-IN	REISNER DISTRIBUTOR INC	RANDO HDZ ISO #706A	\$ 184.14	dshop
271493	7/14/2020	331 0528168	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.48	wdist
271346	7/14/2020	294869	USA BLUE BOOK	WTP LAB SUPPLIES	\$ 150.23	dwwtp
271333	7/15/2020	WABUR220967	FASTENAL COMPANY	WTP HARNESS EXTENSION, SAFETY GLASSES, EYE WASH SOLUTION	\$ 426.76	dwwtp
271397	7/15/2020	WAANA126970	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 21.83	dwwtp
271512	7/15/2020	GIS-12481	GEOGRAPHIC INFORMATION	2020 GIS SUPPORT - THROUGH 6/30/20	\$ 339.30	pw1
271408	7/15/2020	826680	JCI JONES CHEMICALS INC	HYPOCHLORITE SOLUTION	\$ 3,803.14	dwwtp
271277	7/15/2020	001-471535	PISTON SERVICE OF ANACORTES	FILTER #602	\$ 35.15	dshop
271404	7/15/2020	331 0528350	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 87.89	dwwtp
271516	7/15/2020	RE41 JA2711 L163	WASHINGTON STATE DEPARTMENT	SIGNAL LIGHT MAINTNENANCE - JUNE	\$ 76.67	dshop
271329	7/16/2020	285689	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 1,138.00	pwfac
271330	7/16/2020	283302A	BAY CITY SUPPLY	COVID-19 PPE	\$ 216.73	pwfac
271332	7/16/2020	282511C	BAY CITY SUPPLY	COVID-19 PPE	\$ 13.71	pwfac
271494	7/16/2020	P13588-09	SONSRAY MACHINERY, LLC	RUBBER PAD #404	\$ 421.57	dshop
271396	7/16/2020	S20205900	SUPERIOR SYSTEMS, INC	MAINTENANCE	\$ 604.48	dwwtp
271411	7/16/2020	297755	USA BLUE BOOK	CL17 REAGENT SETS X 24	\$ 1,673.62	dwwtp
271399	7/16/2020	112420	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 19.50	dwwtp
271415	7/17/2020	4697	ANACORTES TOWING, LLC	TOWING; APD CASE 20-A04509	\$ 163.20	apd
271434	7/17/2020	9316851627	GRAYBAR ELECTRIC COMPANY, INC	TOOLS	\$ 571.43	fiber
271515	7/17/2020	175215	INFOSEND, INC.	ENVELOPE PRINTING	\$ 1,876.00	fiber
271340	7/17/2020	001-471744	PISTON SERVICE OF ANACORTES	PERMATAX QUICK SET #028	\$ 4.07	dshop
271506	7/17/2020	1681140	STANTEC CONSULTING SERVICES	PASS LAKE 10" WATERLINE DESIGN - THROUGH 6/26/20	\$ 2,930.75	pw1
271416	7/18/2020	00005W5A83290	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 7-18-20	\$ 10.75	apd
271505	7/20/2020	SIN006749	CARTEGRAPH SYSTEMS LLC	2020-2022 CARTEGRAPH SOLUTIONS AND SUBSCRIPTION AGREEMENT	\$ 9,975.00	pw1
271414	7/20/2020	07/20/2020	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
271500	7/20/2020	9316873562	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC CABLE	\$ 9,088.62	fiber
271492	7/20/2020	M 10339	GUARDIAN NORTHWEST TITLE	RECORD SKAGIT HORTICULTURE EASEMENT	\$ 113.39	dwwtp

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
271421	7/20/2020	JUNE 2020	HUMANE SOCIETY OF	STRAY/ABANDON ANIMALS; 20-A03639 AND 20-A04009	\$ 132.00	apd
271418	7/20/2020	ReimbMcDermott	MCDERMOTT, KIMBERLY	UNIFORM SHOE REIMBURSEMENT; RECORDS SUPPORT MCDERMOTT	\$ 100.00	apd
271507	7/20/2020	3906	NW CLEANERS	JANITORIAL SERVICES - JULY 2020	\$ 4,001.00	pw1
271497	7/20/2020	001-471968	PISTON SERVICE OF ANACORTES	3/4 BLACK SHRINK	\$ 16.94	dshop
271395	7/20/2020	103905827	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 7/1-7/31/20	\$ 378.35	finance
271491	7/20/2020	112427	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 70.00	dwtpt
271513	7/21/2020	LTAC Chamber VIC #2	ANACORTES CHAMBER OF COMMERCE	LTAC CHAMBER VIC 2ND QUARTER PMT	\$ 15,150.00	plan
271525	7/21/2020	5060053534	RICOH USA, INC	S/N C86112175 3RD FL COPIER 4/21-7/20/20	\$ 690.23	finance

Total **\$483,055.50**



City Council Contract Agenda Bill

Meeting Date: 7/27/2020 **Agenda Item:** 3c

Subject: Interlocal #20-169-FBR-001 with City of Burlington for Dark Fiber Lease

Staff Contact: Emily Schuh

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

Action Type: Interlocal

Summary Statement: City staff seeks City Council consent to enter into an interlocal agreement with the City of Burlington under which the City of Anacortes will lease a single strand of dark fiber.

Background: The City of Anacortes has entered into a service agreement with Northwest Open Access Network (NoaNet) to transport data between a site in Anacortes and NoaNet's point of network presence in Burlington. The monthly revenue from that service agreement will be \$867.00. The monthly cost of this dark fiber lease will be \$175.00 (the City of Anacortes will also need to lease a single dark fiber strand from the City of Mount Vernon at a similar monthly cost (that dark fiber lease will be presented to Council for consideration in the near future). The City of Anacortes will assemble a fiber optic path as follows, with the dark fiber lease under consideration comprising Segment 6.

Segment 1: City of Anacortes fiber from Anacortes Middle School to the fiber data room

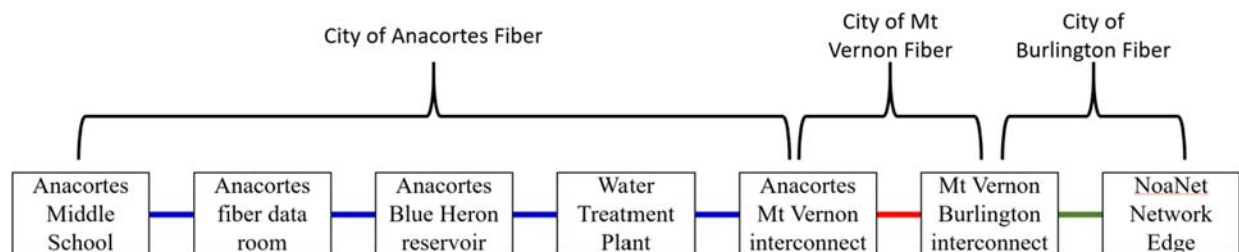
Segment 2: City of Anacortes fiber from the fiber data room to Blue Heron reservoir site

Segment 3: City of Anacortes fiber from Blue Heron reservoir site to Water Treatment Plant

Segment 4: City of Anacortes fiber from Water Treatment Plant to interconnection with City of Mount Vernon fiber network

Segment 5: City of Mount Vernon fiber from interconnection with City of Anacortes Fiber to interconnection with City of Burlington fiber network

Segment 6: City of Burlington fiber from interconnection with City of Mount Vernon fiber network to edge of NoaNet fiber network



Key Terms:

- Term of this Agreement shall be three (3) years from the date of execution, with automatic term renewals in successive one (1) year increments, unless sooner terminated.
- The City of Anacortes will pay the City of Burlington \$175.00/month, plus a one-time setup charge of \$100, for an aggregate total contract price of \$6,400 for 3 years.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: The City of Burlington is the only party that Anacortes' Fiber Department is aware of with dark fiber connecting NoaNet's network edge and the City of Mount Vernon's fiber optic network.

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal #20-169-FBR-001 between the City of Anacortes and the City of Burlington for Dark Fiber Lease.

Alternative Actions: Not approve the agreement which would result in the City of Anacortes terminating its service order with NoaNet for the data circuit between Anacortes and the NoaNet network.

Attachments: 20-169-FBR-001

Party	City of Burlington
Contract Amount	\$6,400.00
Earmarked Funds	\$1,166,530.00
BARS #	001.260.532.10.41
Budget Amendment Required?	No
Start Date	Contract execution
End Date	3 years

**INTERLOCAL COOPERATIVE AGREEMENT BETWEEN
THE CITY OF ANACORTES
AND
THE CITY OF BURLINGTON**

THIS AGREEMENT ("Agreement") is made in duplicate and entered into this August 1, 2020, by and between **CITY OF ANACORTES**, a municipal corporation of the State of Washington ("City of Anacortes"), and the **CITY OF BURLINGTON**, a municipal corporation of the State of Washington ("City of Burlington"), pursuant to the authority granted by Chapter 39.34 RCW, Interlocal Cooperation Act. City of Anacortes and the City of Burlington may be individually referred to herein as "Party" and may be collectively referred to herein as the "Parties".

WITNESS THAT:

WHEREAS, City of Anacortes desires a single dark fiber optic connection from the City of Burlington networking head end located at 311 Cedar St , to the point of interconnection between the City of Burlington's Fiber System and the City of Mount Vernon's fiber system; and

WHEREAS, The City of Burlington has the authority to construct and maintain various wire line facilities within the City of Burlington's Right of Way; and

WHEREAS, The City of Burlington and the City of Mount Vernon co-share fiber and fiber connections; and

WHEREAS, The City of Burlington and the City of Mount Vernon co-share a common fiber fee for fiber usage between the cities; and

WHEREAS, The Parties desire to reduce to writing their agreements relating to the City of Burlington's provision of certain dark fiber optic connectivity between locations within the City of Burlington's Fiber System, and unrestricted bandwidth, for monthly compensation from City of Anacortes.

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

DEFINITIONS.

A. "City of Burlington's fiber system" means all facilities related to the City of Burlington's operation of its fiber lines which are owned, operated, controlled and maintained by the City of Burlington, including but not limited to fiber optic cables, equipment and all associated hardware utilized by the City of Burlington.

B. "Dark Fiber" means unlit optical fiber cable strands, with connectivity from end-to-end and meeting generally accepted industry loss and performance standards, where the Licensee is responsible for providing and attaching the telecommunications equipment and lasers to transmit the light to carry data via the fiber.

C. "Fiber" means optical fiber cable strands used to transmit light to carry data from end-to-end and meeting generally accepted industry loss and performance standards.

D. "Non-recurring Charges" means work done by the City of Burlington in order to install and connect the City of Burlington's fiber system to the City of Burlington's Demarc location

at the Party's premises, the charge for such work shall include all reasonable material, labor, engineering and administrative costs and applicable overheads. The City of Burlington's standard billing rates (Reference the City Fiber Fee Schedule) for having personnel on site shall apply, and the City of Burlington's cost accounting systems used for recording capital and expense activities shall be used.

E. "Maintenance Charges" Any work done by the City of Burlington in order to maintain and repair the fiber system located on the Licensee or Licensee Customer side of the demarcation point shall be included as non-recurring charges.

F. "Plant Maintenance" means the City of Burlington's fiber system owned operated and maintained by the City of Burlington ending at the Licensee demarcation point.

1. RESPONSIBILITIES:

1.1 City of Anacortes :

- A. Will compensate the City of Burlington for any and all NRC and MRC expenses related to City of Anacortes use of the City of Burlington Fiber System.
- B. Will not sublet, lease or otherwise grant access of use to any entity other than that which is authorized in writing by the City of Burlington.

1.2 The City of Burlington:

- A. Will arrange for, install, own, operate and maintain the City of Burlington's facilities necessary to provide non-exclusive rights to City of Anacortes to utilize dark fiber from the City of Burlington's Fiber System between the demarcation point for specific site locations and under specific terms and conditions for each site location described in **Exhibit A** attached to this Agreement.
- B. Will establish the demarcation point which shall be the point of separation of responsibility between the City of Burlington and City of Mount Vernon.
- C. Will secure and maintain any and all necessary franchises, permits, easements, or agreements necessary for the use of property including, the use of utility poles for the construction and maintenance of the City of Burlington's Fiber System.
- D. Will deploy a standard single mode dark fiber optic product terminating in the City of Burlington's colocation closet and will perform all work using industry standards.
- E. Will provide City of Anacortes at least 24-hours prior written notice requesting access to any building or structure necessary to install, maintain and repair Fiber Service as necessary.
- F. Will notify City of Anacortes in writing when the fiber has been installed and is ready for use. The date of such notification ("State Date") shall be the first day of actual service under this Agreement.

- 2. TERM:** The term of this Agreement shall be three (3) years from the date of execution, with automatic term renewals in successive one (1) year increments, unless sooner terminated as provided for elsewhere in this Agreement.

3. **COMPENSATION:** City of Anacortes shall compensate the City of Burlington the amount stated in Exhibit A. City of Anacortes will pay the City of Burlington for actual fiber services usage, as set forth in **Exhibit A** attached to this Agreement, including any and all non-recurring charges to establish on-site connectivity. If necessary, the first invoice for service commencing on the Start Date shall be prorated. City of Anacortes shall pay the City of Burlington within thirty (30) days after approval of a satisfactory invoice. Any delinquency of one hundred twenty (120) days may result in the immediate termination of this Agreement, at the discretion of the City of Burlington.
4. **RELATIONSHIP OF THE PARTIES:** The Parties agree that they are each independent entities operating pursuant to the terms and conditions of this Agreement. No partnership or joint venture exists between the Parties and no partnership or joint venture is created by and between the Parties by virtue of this Agreement. No agent, employee, servant or representative of City of Anacortes shall be deemed an employee, agent, servant, or representative of the City of Burlington for any purpose; and vice versa. Each Party agrees to aid and assist the other in accomplishing the objectives of this Agreement.
5. **TREATMENT OF ASSETS AND PROPERTY:** No fixed assets, personal, or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.
6. **INDEMNIFICATION:** Each Party expressly agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of their officials, officers, agents, or employees, to the fullest extent required by law, and further agree to indemnify, defend, and hold the other Party harmless from any such liability. No liability shall attach to the Parties by reason of entering into this Agreement except as expressly provided herein.
7. **LIMITATIONS OF LIABILITY:** Notwithstanding any provision of this Agreement to the contrary, and except to the extent caused by its own willful misconduct, the Parties shall not be liable for any special, incidental, indirect, punitive or consequential damages, including but not limited to: loss of profits or revenue, cost of capital, or claims of the other Party (whether arising out of transmission interruptions or problems, any interruption or degradation of service or otherwise) whether foreseeable or not, arising out of, or in connection with either Party's performance or non-performance of its respective obligations under this Agreement, or any other cause or nature whatsoever and all claims with respect to which such special, incidental, indirect, punitive, or consequential damages are hereby specifically waived.
8. **FORCE MAJEURE:** Except for payment of sums due, neither Party shall be liable to the other or deemed in default of this Agreement if, and to the extent that, such Party's performance of one or more of its obligations hereunder is prevented by reason of Force Majeure which includes, without limitation: any act of nature, fire, epidemics, and the adoption or amendment of government codes, ordinances, laws, rules, regulations, or restrictions that materially impair the affected Party's performance hereunder, including lack of funding, war or civil disorder, riots, strikes, lock-outs, or other labor disputes. The affected Party agrees to perform one or more of its obligations as soon as practicable or immediately assist the other Party in whatever reasonable manner to gain access to Fiber Service or offer limited substitutions for consideration. If the initial connectivity date is affected, the Start Date shall be excused and extended for and during the period of any such delay.
9. **FILING AGREEMENT:** Notwithstanding any provision herein to the contrary, and in compliance with RCW 39.34.040, this Agreement and any modification thereof shall be posted on each Party's website and, if not, a copy hereof shall be filed in accordance with RCW 39.34.040; PROVIDED, that any delay in effecting compliance with this Section shall not affect the stated term and conditions contained herein.

- 10. RESPONSIBLE PERSONS:** The following individuals are designated as representatives of the respective Parties and shall be responsible for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the Party making the change shall notify the other Party.

Geoff Hawes, IT Director
City of Burlington
833 S. Spruce St.
Burlington, WA 98233
Ph: 360-755-2398
E-mail: ghawes@burlingtonwa.gov

Jim Lemberg, Manager
City of Anacortes
P.O. Box 547
Anacortes, WA 98221
Ph: 360-588-8360
E-mail: jiml@cityofanacortes.org

- 11. COMPLIANCE WITH LAWS:** The Parties agree to comply with all applicable federal, State, and local laws, ordinances, and regulations.

- 12. TERMINATION:** This Agreement may be terminated by either Party for any reason upon the giving of sixty (60) days advance written notice to the other, either personally delivered or mailed postage prepaid by certified mail, return receipt requested, to the Party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, City of Anacortes will be responsible for any fees incurred with removal of any City of Burlington fiber system and equipment. The Parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

- 13. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS:** No changes or modifications of this Agreement shall be valid or binding upon either Party to this Agreement unless such changes or modifications are made by written Amendment and executed by the Parties hereto. Waiver of any default or breach of any provision of this Agreement shall not be deemed to be a waiver of any prior or subsequent default or breach and shall not be construed to be a modification of the terms of this Agreement, unless stated to be such in writing signed by an authorized representative of the Party and attached to the original Agreement.

14. DISPUTES:

- 14.1** The Parties shall attempt to resolve any disputes as to the validity or enforcement of any term or provision of this Agreement by negotiation and compromise at the management level. Failing such compromise, such claim or assertion shall be elevated to the equivalent Director levels of each Party, and if necessary, to each Party's respective attorneys.
- 14.2** In the event that a dispute cannot be resolved in the manner described above, it shall be determined by a Dispute Board in the following manner: Each Party shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, terms, applicable statutes, and rules before making a determination of the dispute which shall be final and binding on the Parties.
- 14.3** The duties and obligations imposed by this Agreement and the rights and remedies herein shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by either Party shall constitute a waiver of any right or duty afforded the Party under this Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed to in

writing. All claims, counterclaims, disputes and other matters in question between the Parties arising out of, or relating to, this Agreement or its breach will be decided by mediation. Either Party may request in writing that a dispute be submitted to mediation. The Parties shall be equally responsible for the cost of any mediation. Mediation is optional and neither Party is compelled to participate.

15. NOTICES:

- 15.1** All notices hereunder may be delivered or mailed, unless required otherwise within this Agreement. In the event such representatives are changed, the Party making the change shall notify the other Party. All correspondence, letters, or other notices shall be directed to the foregoing parties at the following addresses/phone numbers:

City of Burlington
Attn: Leif Johnson, City Attorney
833 S. Spruce St
Burlington, WA 98233
E-mail: leifj@burlingtonwa.gov

City of Anacortes
Attn: Tiffany Matson, Contract Specialist
904 6th Street/PO Box 547
Anacortes, WA 98221
E-mail: matsont@cityofanacortes.org

- 15.2** All notices mailed by regular post (including first class) shall be deemed to have been given on the third business day following the date of mailing, if properly mailed and addressed. Notices sent by certified or registered mail shall be deemed to have been given on the day next following the date of mailing, if properly mailed and addressed. For all types of mail, the postmark affixed by the United States Postal Service shall be conclusive evidence of the date of mailing. For e-mail, delivery shall be the next business day after the day sent; a delivery or a read receipt shall be conclusive evidence of the date of mailing.

- 16. NO THIRD PARTY BENEFICIARIES:** This Agreement is not entered into with the intent that it shall benefit another entity or person or that such other person or entity shall be entitled to be treated as a third party beneficiary of this Agreement.

- 17. ASSIGNMENT:** Unless otherwise expressly provided herein, no portion of this Agreement may be assigned, contracted, or subcontracted to any other individual, firm, company or other entity without the express and prior written approval of the Parties.

- 18. SEVERABILITY:** If any provision of this Agreement is held to be invalid, illegal or unenforceable for any reason, that holding shall not affect or impair, in any manner, the validity, legality, or enforceability of the remainder of this Agreement.

- 19. GOVERNING LAW AND VENUE:** This Agreement shall be construed and enforced in accordance with the laws of the State of Washington. Any legal action arising herefrom shall be brought only in Skagit County Superior Court, Skagit County, Washington, which forum shall have sole and exclusive jurisdiction and venue.

20. OTHER PROVISIONS:

- 20.1 Fiber Route:** The City of Burlington shall have, at all times, the sole discretion to choose the route of the fiber optic lines including routes which may not be the most direct route between the locations desired by City of Anacortes .

20.2 Fiber Connectivity Restoration, Repair & Maintenance:

- A. The City of Burlington shall employ a reasonable standard of care to maintain continuity of the City of Burlington's Fiber System whenever possible. If City of Anacortes becomes aware that fiber continuity is lost, City of Anacortes shall notify the City of Burlington or the City of Burlington's emergency designate immediately. If during off hours, City of Anacortes shall notify the City of Burlington by contacting the number provided in Part 20(E) below. Once the City of Burlington is notified, City of Burlington shall inspect the City of Burlington's Fiber System and all fiber and associated equipment on City of Burlington's side of the demarcation point in order to determine the cause of loss of service. After its inspection, the City of Burlington shall report back to City of Anacortes. The City of Burlington shall be responsible to re-establish continuity to City of Anacortes in the event lack of continuity exists on the City of Burlington side of the demarcation point. The City of Burlington shall notify City of Anacortes if problems encountered are not due to lack of fiber continuity on City of Burlington's Fiber System.
- B. The City of Burlington shall perform, or be caused to perform, emergency and regular maintenance of the City of Burlington's Fiber System, including fiber continuity disruptions to City of Anacortes for a reasonable period of time. The City of Burlington shall coordinate with City of Anacortes to schedule regular maintenance at times that are mutually convenient to both Parties when such maintenance is likely to cause disruption of fiber service to City of Anacortes.
- C. City of Anacortes will be allowed managed access to any City of Anacortes equipment at the City of Burlington's Fiber Head end site. City of Anacortes personnel must pass CJIS requirements for access to the City of Burlington's fiber room.

20.3 Credits for Loss of Continuity: Credits for loss of continuity will not be issued by the City of Burlington

20.4 Notification of Loss of Service: In the event City of Anacortes experiences loss of fiber continuity as set forth above, City of Anacortes shall notify the City of Burlington by calling the phone numbers listed below. Notices regarding loss of fiber continuity under

this subsection may be hereafter changed from time to time by the City of Burlington if such notice of the changes is provided in writing.

- a) During Regular Business Hours (Mon-Fri 8-5pm): 360-755-2398 or 360-630-4619
- b) During Off Hours 24x7 number: 360-540-0694

21. ENTIRE AGREEMENT: This Agreement contains all of the terms and conditions agreed upon by the Parties. The Parties agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, each of the Parties hereto, having read this Agreement in its entirety, including all attachments, do agree in each and every particular and by their duly authorized representatives have thus executed this Agreement as of the day and year first above written.

CITY OF ANACORTES

By: _____
Laurie Gere, Mayor

Date: _____

Attest: _____
Steven D. Hoglund, Finance Director

Date: _____

APPROVED AS TO FORM:

Darcy Swetnam, City of Anacortes Attorney

Date: _____

CITY OF BURLINGTON

By: _____
Steve Sexton, Mayor

Date: _____

Attest: _____
Joe Stewart, Finance Director

Date: _____

APPROVED AS TO FORM:

Leif Johnson, City of Burlington Attorney

Date: _____

EXHIBIT A

INTERLOCAL COOPERATIVE AGREEMENT BETWEEN THE CITY OF ANACORTES FIBER AND THE CITY OF BURLINGTON FIBER

LOCATIONS / WORK PROVIDED

- 1) **Dark Fiber Provided:** One strand of single mode dark fiber optic connectivity between the splice case located in the City of Mount Vernon and the City location below:

From: Location	To: City of Burlington	Monthly Rate
City of Mount Vernon and City of Burlington meet me point Riverside Bridge Burlington	Suite B, 311 Cedar Street, Burlington WA fiber head end	\$175.00

- 2) **Non-Recurring Expenses:** [include any costs borne upon the City to install]

- 3) **Other Expenses:**

From: City Location	Equipment rack space	Monthly Rate
--------------------------------	-----------------------------	---------------------

Misc. Expenses: Any additional building entry fees charged by the building owner or property management will be the responsibility of City of Anacortes.

Call Out Numbers For Loss of Continuity:

1st Fiber 8x5 call out cell number: 360-630-4619
2nd Fiber 24x7 Callout cell number: 360-540-0694
3rd Fiber 24x7 Callout cell number: 360-540-1263

EXHIBIT B

City of Burlington, Skagit County, Washington

FIBER LICENSEE TELECOMMUNICATIONS FEE SCHEDULE

<u>Application Fee exclude ISP</u> This is a one-time billable charge to pay for application to acquire fiber or telecommunication services and to cover engineering costs. Does not include permitting fees.	\$75
<u>Inspection Fee Exclude ISP</u> This is a one-time billable charge to pay for a post installation fiber connection inspection if required.	\$125
<u>Dark Fiber CoB to MV Commercial</u> This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Minimum 2 year lease.	\$175
<u>Dark Fiber CoB to MV Local Government Agency</u> This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Minimum 2yr lease.	\$100
<u>Dark Fiber within CoB Commercial use</u> This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Subject to City approval or availability. Minimum 2 year lease.	\$350
<u>Dark Fiber Local Government Agency</u> This is monthly billable fee per fiber, of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. This fiber is not for resale, reuse or sublease to any other organization. Subject to City approval or availability. Minimum 2 year lease.	\$200
<u>City Lit Fiber strand on a VLAN, Commercial use, Exclude ISP</u> This is billable per fiber strand, per splitter port, per wavelength channel of lit CWDM or DWDM fiber, leased from the city if an ISP contract does not exist. This is a monthly recurring fee. This fee includes maintenance. Minimum 3 year lease, Excludes the City GPON equipment.	\$275
<u>City Lit Fiber strand on a VLAN, Local Government Agency</u> This is billable per fiber strand, per splitter port, per wavelength channel of City CWDM or DWDM fiber, leased from the city. This is a monthly recurring fee. This fee includes maintenance. Minimum 4 year lease	\$75

<u>CWDM or DWDM Fiber strand, Commercial use, Exclude ISP</u> This is billable, per fiber strand, per splitter port, per wavelength channel of commercial lit CWDM or DWDM fiber, if an ISP service contract does not exist. This is a monthly recurring fee. This fee includes maintenance. Minimum 2 year lease, Excludes the City GPON equipment.	\$125
<u>CWDM or DWDM Fiber strand, Local Government Agency</u> This is billable per fiber strand, per splitter port, per wavelength channel of City CWDM or DWDM lit fiber, if an interlocal agreement does not exist. This is a monthly recurring fee. This fee includes maintenance. Excludes the City GPON equipment.	\$55
<u>Full Cabinet Space Commercial</u> This includes a 19" cabinet, restricted entry and 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3yr lease	\$400
<u>Full Cabinet Space Local Government Agency</u> This includes a 19" cabinet, restricted entry and 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 2yr lease	\$200
<u>Half-Cabinet Space Commercial</u> This includes a half 19" cabinet, restricted entry, 20 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3yr lease	<u>\$300</u>
<u>Half Cabinet Space Local Agency</u> This includes a 19" cabinet, restricted entry, 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 2yr lease	<u>\$150</u>
<u>One-Third Cabinet Space Commercial</u> This includes 6U in a 19" cabinet, restricted entry, 15 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3yr lease	<u>\$175</u>
<u>One-Third Cabinet Space Local Agency</u> This includes 6U in a 19" cabinet, restricted entry, 15 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3yr lease	<u>\$75</u>
<u>Rack-Unit Cabinet Space Commercial</u> This includes the per 1U Rack space, restricted entry, no power, located in the City Co-Location facility. These Units not guaranteed to be contiguous. This is a monthly recurring fee. Or AC UPS Powered up to 100W \$100	<u>\$50</u>
<u>Rack-Unit Cabinet Space Local Agency</u>	<u>\$25</u>

This includes the per 1U Rack space, restricted entry, no power, located in the City Co-Location facility. These Units not guaranteed to be contiguous. This is a monthly recurring fee, or AC UPS Powered up to 100W \$35	
<u>Cabinet Setup Fee - Full</u> This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee.	<u>\$300</u>
<u>Cabinet Setup Fee- 1/2</u> This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee.	<u>\$200</u>
<u>Cabinet Setup Fee - 1/3</u> This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee	<u>\$100</u>
<u>Rack Unit Setup Fee- per RU (Rack Unit)</u> This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee, does not include terminations or installs	<u>\$100</u>
<u>Interconnect Fees</u> This is billable per each cable (Simplex, Duplex, CAT5, or CAT6) installed between units, beyond initial setup fee. This is a per incidence fee. The District reserves the right to modify these fees on a per incidence basis, based on any special needs or circumstances.	<u>\$10</u>
<u>Labor – Standard</u> This is beyond initial setup fee and is billable per hour. This requires a 1hr minimum.	<u>\$85</u>
<u>Labor - Overtime</u> This is beyond initial setup fee and is billable per hour. 2hr minimum. Applies to work from 4:30 pm to 8 am on workdays and any time on weekends and holidays.	<u>\$150</u>



City Council Agenda Item Summary

Meeting Date: 7/27/2020

Agenda Item Number: 4a

Agenda Item Title: Monthly Finance Update and Covid-19 Impacts

Staff Contact(s): Steve Hoglund

Approved by:

Action Type: Staff Report

Item Summary: June month end is complete, and July Sales tax data has been received from the State. Most tax revenue streams are meeting or close to budgeted expectations. Sales tax receipts through July (representing May sales) have been received. Year to date sales tax is down 6.7% against budgeted expectations. Sales tax during the 3 months of Covid "Stay Home Stay Safe" declaration (March - May) that we can see are down an average of 18% against budgeted expectations.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action:

3/16/20 [Resolution 2082](#) emergency declaration and related procedures

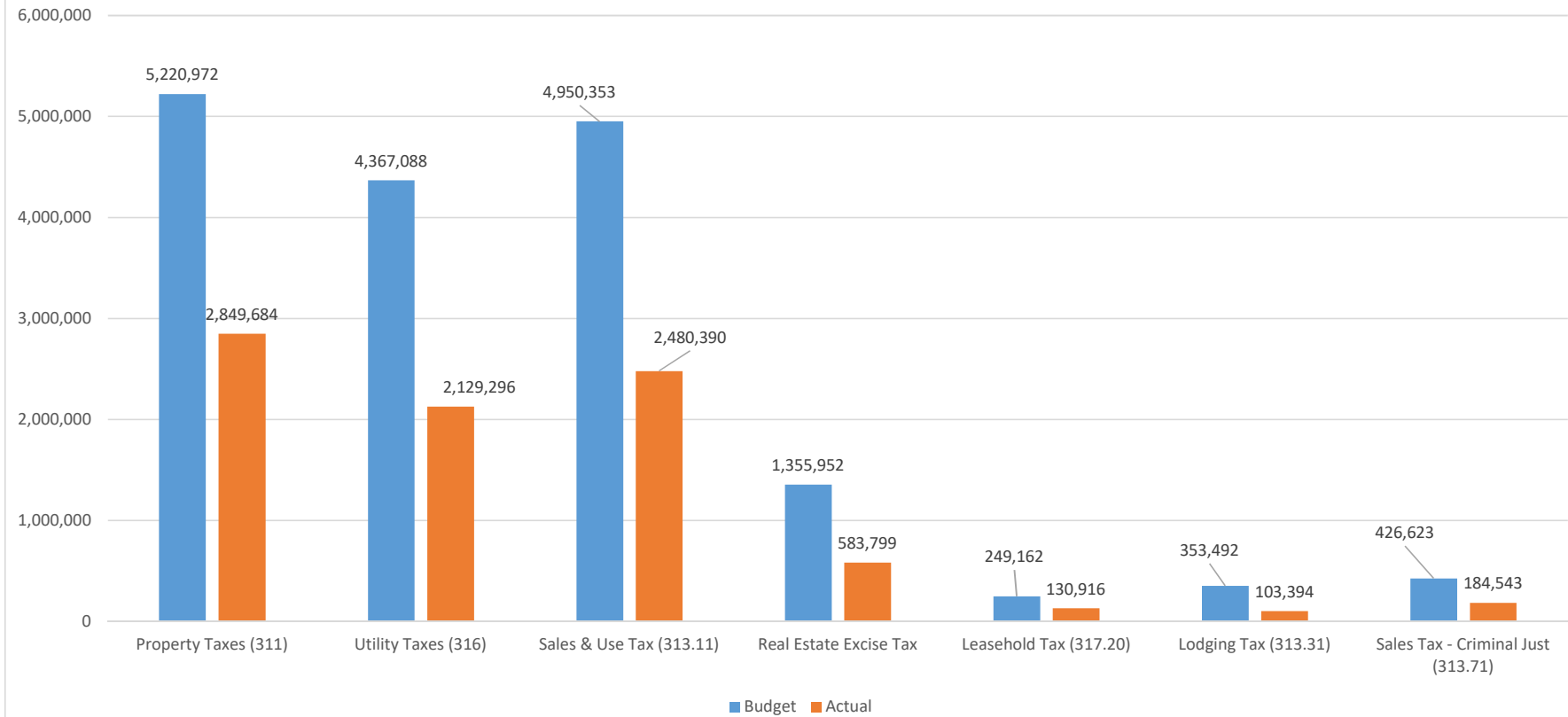
Recommended Motion: N/A

Alternative Actions: N/A

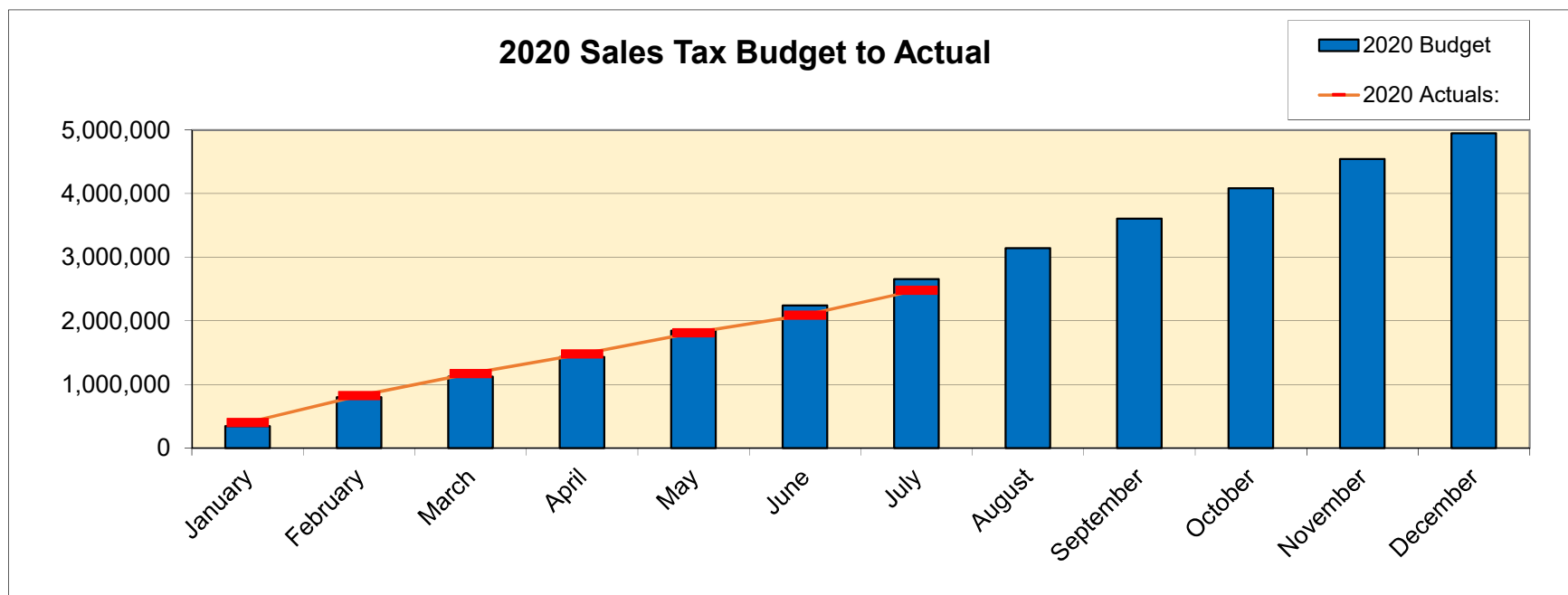
Attachments In order presented:

- June month end Finance update

2020 Tax Revenue Budget to Actual



Taxes	Budget	Actual	Jan - June 2020	50%
Property Taxes (311)	5,220,972	2,849,684	55%	
Utility Taxes (316)	4,367,088	2,129,296	49%	
Sales & Use Tax (313.11)	4,950,353	2,480,390	50%	
Real Estate Excise Tax	1,355,952	583,799	43%	
Leasehold Tax (317.20)	249,162	130,916	53%	
Lodging Tax (313.31)	353,492	103,394	29%	
Sales Tax - Criminal Just (313.71)	426,623	184,543	43%	
Totals Taxes:	16,923,642	8,462,022	50.0%	



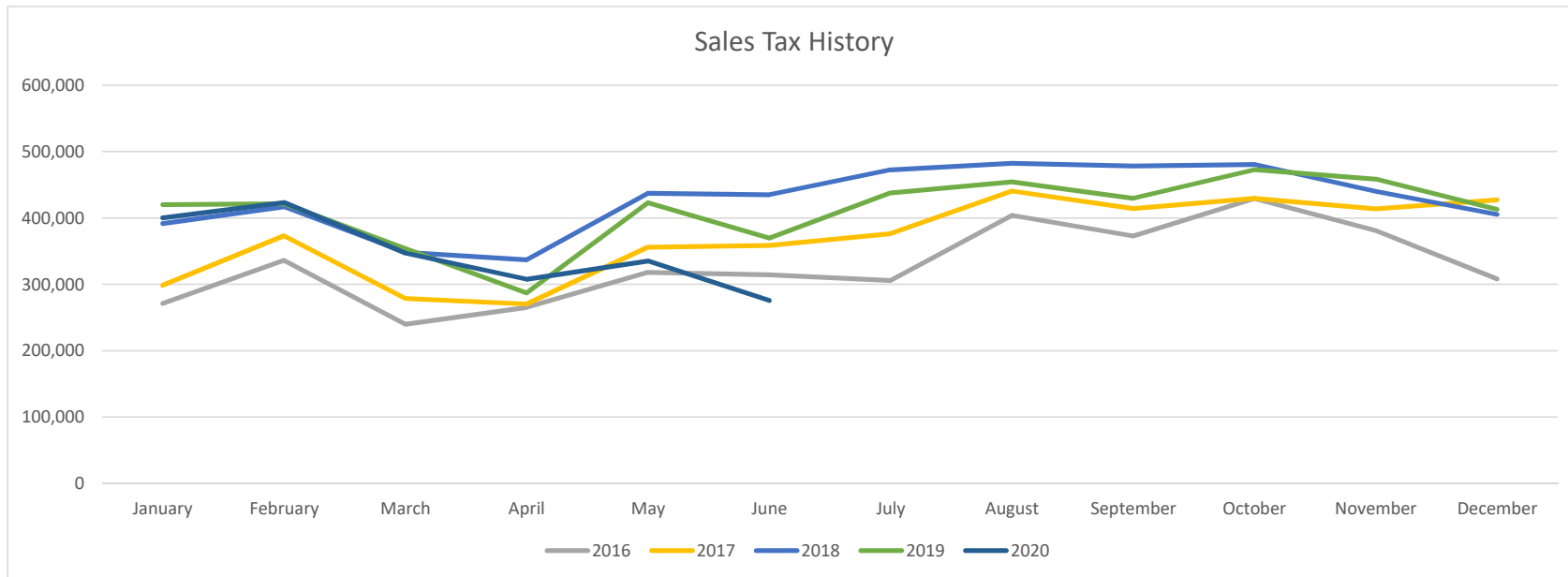
	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	344,116	799,971	1,121,901	1,432,409	1,844,894	2,241,948	2,657,251	3,143,462	3,605,869	4,081,825	4,543,292	4,950,353
2020 Actuals:	400,099	823,436	1,170,259	1,477,988	1,813,449	2,089,022	2,480,390					
Year to budget amount:							-176,860					
Year to budget %:							-6.7%					

July expected:	415,303
% off:	5.8%

2019 Actuals:	420,175	841,848	1,195,484	1,482,641	1,905,593	2,275,269	2,713,063	3,167,786	3,597,487	4,070,201	4,528,769	4,941,631
Year to prior year:												
2020 Total:	400,099	423,337	346,823	307,729	335,461	275,574	391,368					
Month % change:	-4.8%	0.4%	-1.9%	7.2%	-20.7%	-25.5%	-10.6%					
2019 Total:	420,175	421,673	353,636	287,158	422,952	369,676	437,794	454,723	429,701	472,714	458,568	412,861
Total Off from 2019												

0.50

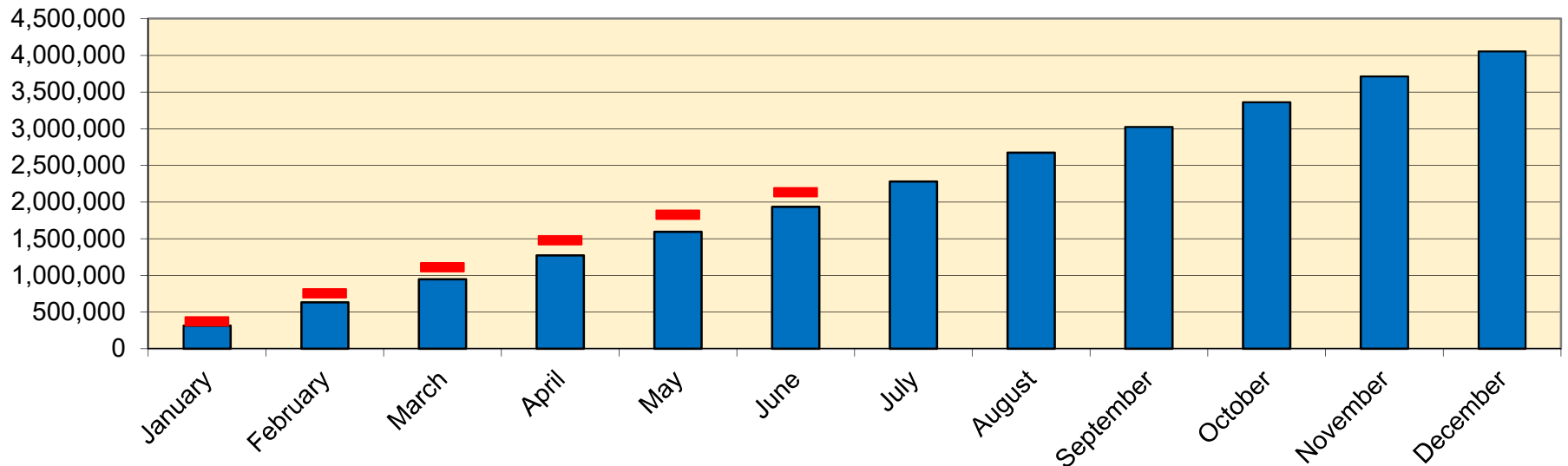
0.55



	2014	2015	2016	2017	2018	2019	2020
January	234,638	237,766	270,996	298,921	391,598	420,175	400,099
February	329,731	330,149	336,361	373,446	417,159	421,673	423,337
March	231,190	234,269	239,760	278,816	348,395	353,636	346,823
April	222,174	253,526	265,116	270,333	336,990	287,158	307,729
May	319,244	317,448	317,956	356,187	437,549	422,952	335,461
June	258,597	292,365	314,697	358,896	435,146	369,676	275,574
July	279,769	302,126	305,900	376,437	472,366	437,794	
August	333,220	355,597	403,770	440,609	482,490	454,723	
September	319,637	326,590	372,694	414,095	478,476	429,701	
October	330,125	344,564	429,378	429,664	480,657	472,714	
November	316,660	343,221	381,040	413,760	439,992	458,568	
December	263,700	285,842	308,184	427,580	405,194	412,861	
Total	3,438,685	3,623,463	3,945,850	4,438,743	5,126,010	4,941,631	

2019 Utility Tax

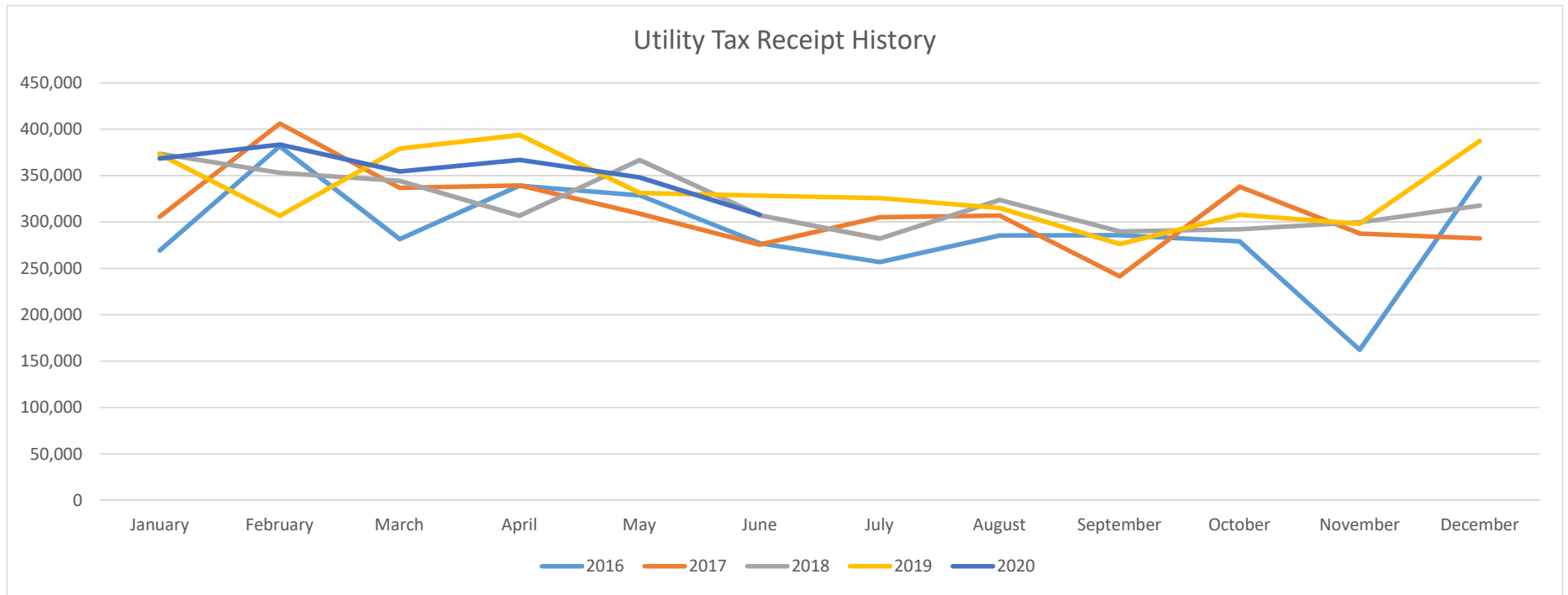
■ 2020 Budget
 ■ 2020 Actuals:



	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	315,091	631,833	949,179	1,271,953	1,596,054	1,934,594	2,279,468	2,672,606	3,020,137	3,359,701	3,710,823	4,050,079
2020 Actuals:	368,352	751,725	1,106,293	1,473,252	1,821,425	2,129,296						
2019 Actuals:	372,774	679,383	1,058,672	1,452,422	1,783,753	2,112,112	2,437,810	2,753,025	3,029,198	3,337,178	3,635,215	4,022,631
Year to prior year:	-1.2%	10.6%	4.5%	1.4%	2.1%	0.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
Year to budget:	16.9%	19.0%	16.6%	15.8%	14.1%	10.1%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

Monthly Receipts:

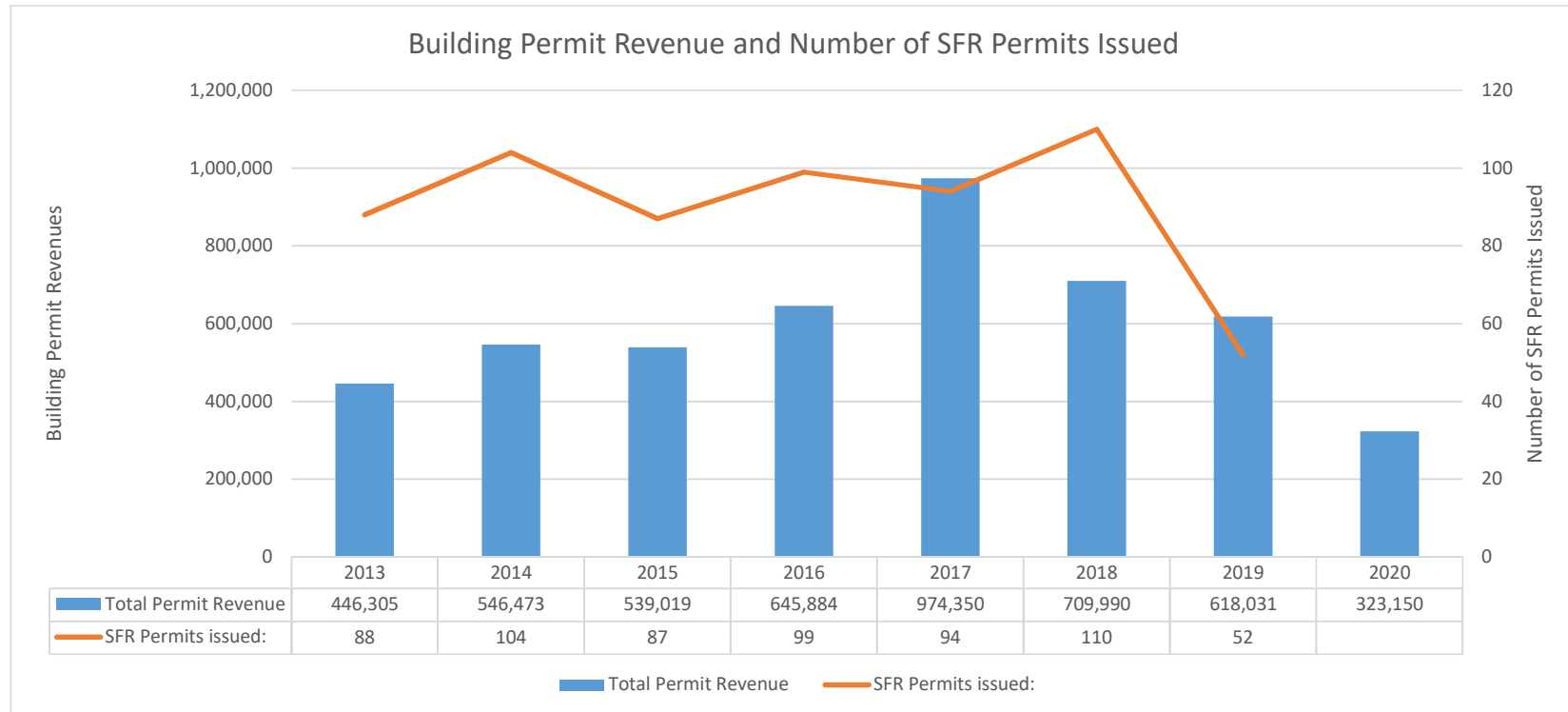
2020 Total:	368,352	383,373	354,568	366,958	348,173	307,871						
Month % change:	-1.2%	25.0%	-6.5%	-6.8%	5.1%	-6.2%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
2019 Total:	372,774	306,609	379,289	393,751	331,330	328,359	325,699	315,215	276,172	307,981	298,037	387,415



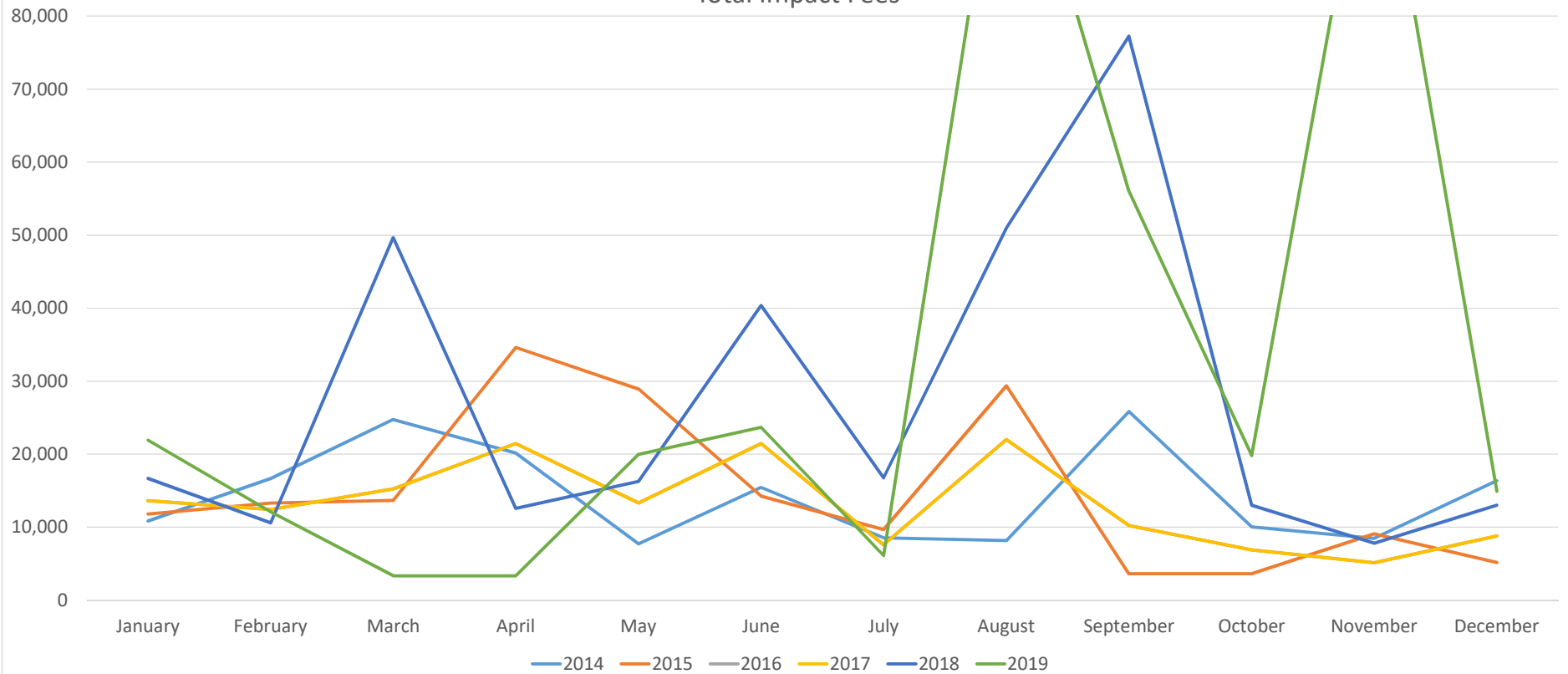
	2014	2015	2016	2017	2018	2019	2020
January	343,874	318,920	269,357	305,477	373,515	372,774	368,352
February	351,050	248,731	381,609	406,056	353,112	306,609	383,373
March	322,360	288,511	281,559	336,829	344,296	379,289	354,568
April	298,086	310,771	339,263	339,444	306,609	393,751	366,958
May	279,575	345,954	328,761	308,905	366,853	331,330	348,173
June	267,179	221,517	277,213	275,798	307,323	328,359	307,871
July	258,998	275,368	256,921	305,388	282,163	325,699	
August	257,652	287,043	285,519	306,924	323,815	315,215	
September	216,927	318,123	285,810	241,469	289,749	276,172	
October	321,486	209,429	279,301	337,919	292,254	307,981	
November	256,365	280,144	162,278	287,552	299,851	298,037	
December	262,981	356,122	347,630	282,396	317,769	387,415	
							2,129,296

BUILDING PERMIT REVENUES

Year	2013	2014	2015	2016	2017	2018	2019	2020
January	28,841	32,823	42,370	40,543	37,646	50,909	49,435	30,146
February	27,298	35,500	37,608	59,400	22,296	36,824	23,424	58,146
March	43,193	54,017	46,117	62,836	417,281	97,950	17,289	67,837
April	29,932	61,243	90,131	66,401	70,171	49,316	102,494	70,047
May	54,417	26,370	39,880	91,587	76,816	51,462	52,645	42,837
June	46,064	51,989	62,135	69,296	68,217	80,324	51,172	54,137
July	31,586	47,646	37,835	49,642	71,066	56,868	57,444	
August	57,429	48,008	55,805	64,252	60,555	99,921	88,115	
September	32,946	58,395	19,478	32,719	19,003	77,574	29,884	
October	39,243	44,476	26,812	38,917	47,880	32,541	52,695	
November	20,680	34,684	49,130	32,710	38,720	37,865	45,641	
December	34,675	51,321	31,718	37,582	44,698	38,436	47,794	
Total Permit Revenue	446,305	546,473	539,019	645,884	974,350	709,990	618,031	323,150
SFR Permits issued:	88	104	87	99	94	110	52	32
May Status:	183,682	209,954	256,106	320,767	624,210	286,460	245,286	323,150



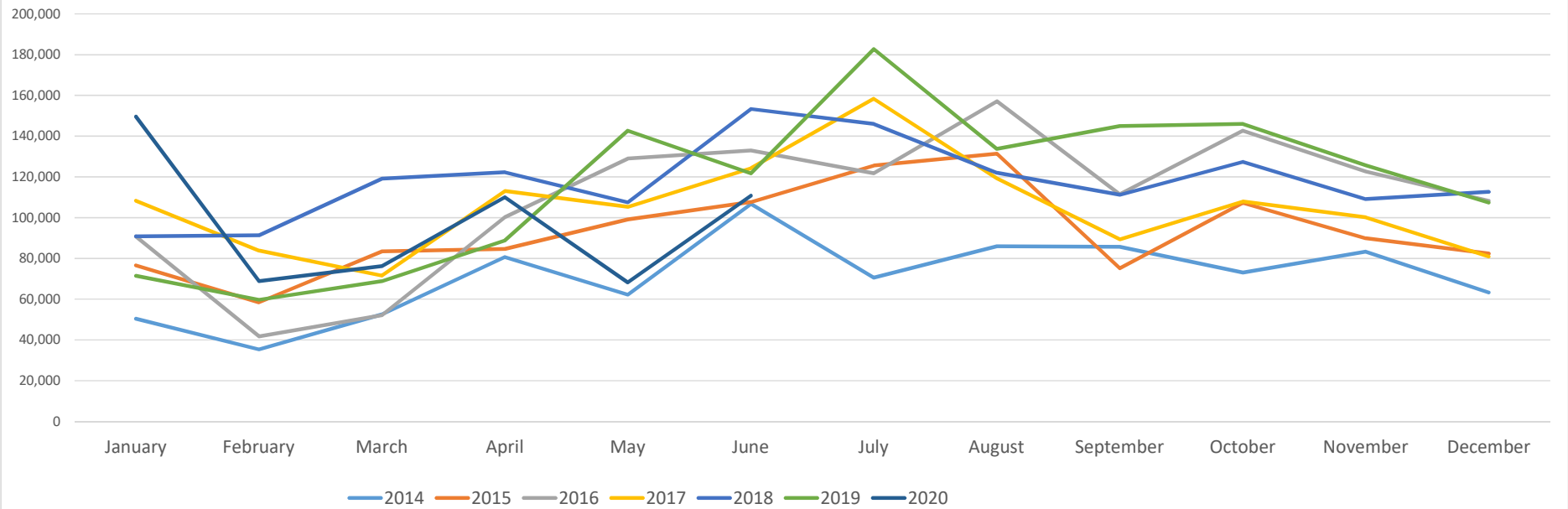
Total Impact Fees



Impact Fee Receipts by Month

	2014	2015	2016	2017	2018	2019	2020	Change 2019 to 2020		2020 Cash Balance	2020 Budgeted	2020 Spent
January	10,845	11,805	13,635	13,635	16,665	21,901	14,135	-35%	Streets	373,140	575,085	474,713
February	16,689	13,290	12,420	12,420	10,605	12,113	12,116	0%	Parks	340,432	200,000	
March	24,726	13,667	15,255	15,255	49,682	3,346	14,873	345%	Fire	143,507	0	
April	20,175	34,605	21,450	21,450	12,573	3,346	26,975	706%				
May	7,722	28,935	13,290	13,290	16,282	19,985	18,401	-8%				
June	15,420	14,250	21,450	21,450	40,365	23,680	15,350	-35%				
July	8,544	9,675	7,575	7,575	16,745	6,132						
August	8,160	29,351	22,000	22,000	50,984	113,104						
September	25,840	3,615	10,232	10,232	77,236	56,007						
October	10,044	3,645	6,885	6,885	13,026	19,790						
November	8,480	9,090	5,130	5,130	7,800	112,480						
December	16,337	5,160	8,805	8,805	13,026	14,921						
Total:	172,982	177,087	158,127	158,127	324,988	406,805	101,848					

REET Receipts

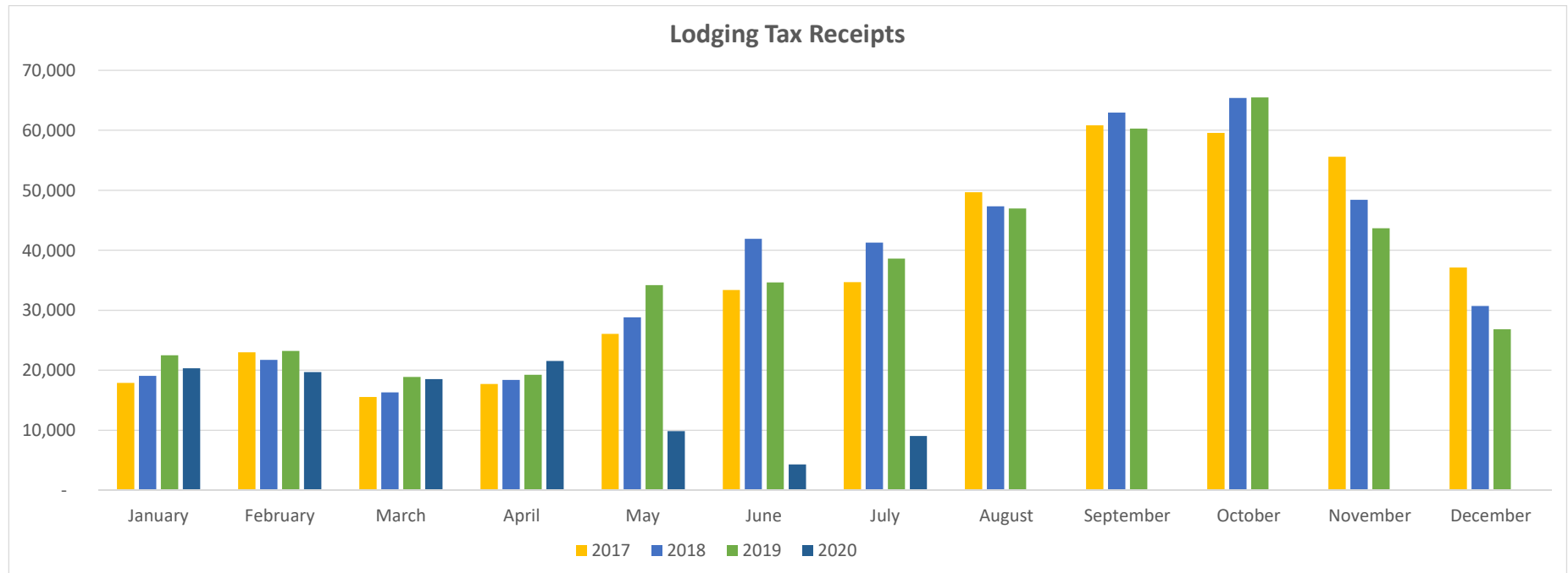


REET Receipts by Month

	2014	2015	2016	2017	2018	2019	2020	Change 2018 to 2019
January	50,379	76,641	90,785	108,345	90,855	71,476	149,648	109%
February	35,392	58,467	41,788	83,871	91,344	59,737	68,822	15%
March	52,500	83,496	52,085	71,546	119,086	68,816	76,264	11%
April	80,638	84,647	100,310	113,091	122,262	88,848	109,995	24%
May	62,231	99,114	128,959	105,290	107,540	142,701	68,237	-52%
June	106,731	107,656	132,996	124,195	153,339	121,806	110,834	-9%
July	70,536	125,559	121,693	158,342	145,919	182,759		
August	85,932	131,356	157,115	119,278	121,977	133,793		
September	85,757	75,122	111,482	89,402	111,249	144,927		
October	73,123	107,324	142,738	107,915	127,479	145,979		
November	83,353	89,971	122,623	100,151	109,063	125,671		
December	63,373	82,391	108,345	80,913	112,696	107,435		
Total:	849,945	1,121,744	1,310,919	1,262,338	1,412,809	1,393,949	583,799	

Thru April collection: 281,140 402,365 413,927 482,143 531,087 431,578 583,799

							Cash Balance	Budgeted use
REET 1 Spent:	250,000	293,350	715,230	209,060	404,250	509,408	2,437,375	611,000
REET 2 Spent:	522,500	136,119	469,887	603,026	1,120,425	579,235	1,377,298	744,951
	772,500	429,469	1,185,117	812,086	1,524,675	1,088,643	3,814,673	1,355,951
Change to cash:	77,445	692,275	125,802	450,252	-111,866	305,306		



	2014	2015	2016	2017	2018	2019	2020	Change 2019 - 2020	
January	13,922	14,995	17,536	17,886	19,062	22,489	20,342	(2,147)	-9.5%
February	14,518	19,790	19,794	23,002	21,713	23,227	19,723	(3,504)	-15.1%
March	10,652	12,480	14,723	15,558	16,304	18,886	18,518	(368)	-1.9%
April	13,814	14,789	18,327	17,694	18,402	19,242	21,562	2,320	12.1%
May	24,978	27,734	23,959	26,059	28,812	34,187	9,880	(24,306)	-71.1%
June	22,646	31,090	28,702	33,354	41,909	34,634	4,300	(30,334)	-87.6%
July	24,560	30,894	34,718	34,696	41,262	38,593	9,069	(29,524)	-76.5%
August	35,074	40,691	42,774	49,671	47,304	46,945			
September	48,375	51,865	56,371	60,826	62,948	60,259			
October	52,933	55,347	59,795	59,541	65,386	65,474			
November	40,350	41,323	44,510	55,567	48,402	43,665			
December	20,553	24,079	24,792	37,117	30,722	26,845			
Total:	322,375	365,078	386,002	430,970	442,226	434,445	103,394		
% Change year over year		13.2%	5.7%	11.6%	2.6%				

CITY OF ANACORTES
ALL FUNDS
Revenues/Expenditures
January - June 2020

		2020	Year to date	
		Adj Budget	Actuals	50%
001	GENERAL FUND			
	Revenue	18,025,018	7,768,734	43%
	Expenditure	18,025,018	9,693,829	54%
	Difference	0	-1,925,096	
101	PARK & RECREATION			
	Revenue	2,081,582	1,037,619	50%
	Expenditure	2,081,582	934,711	45%
	Difference	0	102,908	
102	CEMETERY			
	Revenue	260,951	143,981	55%
	Expenditure	260,951	113,255	43%
	Difference	0	30,725	
103	LIBRARY			
	Revenue	1,507,100	771,395	51%
	Expenditure	1,507,100	823,700	55%
	Difference	0	-52,305	
104	STREET MAINTENANCE			
	Revenue	2,473,186	612,097	25%
	Expenditure	2,473,186	736,281	30%
	Difference	0	-124,184	
105	STREET CONSTRUCTION			
	Revenue	1,823,020	1,424,433	78%
	Expenditure	1,823,020	1,500,209	82%
	Difference	0	-75,777	
106	TBD			
	Revenue	1,164,877	489,093	42%
	Expenditure	1,164,877	346,099	30%
	Difference	0	142,994	
107	WASHINGTON PARK			
	Revenue	289,450	97,442	34%
	Expenditure	289,450	94,879	33%
	Difference	0	2,563	
108	PARKS CAPITAL			
	Revenue	750,000	232,462	31%
	Expenditure	750,000	253,823	
	Difference	0	-21,360	
110	AMBULANCE FUND			
	Revenue	3,923,666	2,100,657	54%
	Expenditure	3,923,666	1,603,176	41%
	Difference	0	497,481	
112	DEVELOPMENT IMPACT FEES			
	Revenue	250,000	107,998	
	Expenditure	250,000	474,713	
	Difference	0	-366,715	
113	ACFL MANAGEMENT FUND			
	Revenue	48,259	28,567	59%
	Expenditure	48,259	23,220	48%
	Difference	0	5,347	

CITY OF ANACORTES
ALL FUNDS
Revenues/Expenditures
January - June 2020

		2020	Year to date		
		Adj Budget	Actuals	50%	
135	LODGING TAX				
	Revenue	344,168	60,829	18%	
	Expenditure	344,168	73,682	21%	
	Difference	0	-12,853		
335	REET				
	Revenue	1,355,951	609,286	45%	
	Expenditure	1,355,951	-	0%	
	Difference	0	609,286		
401	WATER				
	Revenue	31,285,252	10,201,594	33%	Chgs budg 11,521,447
	Expenditure	31,285,252	7,645,059	24%	Actuals: 5,110,336
	Difference	0	2,556,535		% collected: 44%
					Cap Budg: 8,502,132
					Actuals: 4,712,084
					% collected: 55%
440	SEWER				
	Revenue	7,756,982	3,303,639	43%	Chgs budg 5,727,300
	Expenditure	7,756,982	3,471,909	45%	Actuals: 2,992,405
	Difference	0	-168,271		% collected: 52%
445	STORM DRAIN				
	Revenue	2,196,435	838,039	38%	Chgs budg 1,572,587
	Expenditure	2,196,435	809,854	37%	Actuals: 788,065
	Difference	-	28,186		% collected: 50%
450	SANITATION				
	Revenue	3,870,510	2,339,057	60%	
	Expenditure	3,870,510	2,105,524	54%	
	Difference	0	233,533		
501	EQUIPMENT RENTAL FUND				
	Revenue	2,385,934	1,612,548	68%	
	Expenditure	2,385,934	1,061,458	44%	
	Difference	0	551,089		
611	FIREMEN'S PENSION FUND				
	Revenue	25,496	32,771	129%	
	Expenditure	25,496	15,378	60%	
	Difference	0	17,392		



City Council Agenda Item Summary

Meeting Date: 7/27/2020

Agenda Item Number: 4b

Agenda Item Title: 2021 Budget Planning

Staff Contact(s): Steve Hoglund

Approved by:

Action Type: Presentation

Item Summary:

Mayor and staff have discussed the option of going back to an annual budget for the next two years in light of economic questions and uncertainty related to the COVID crisis.

Staff seek Council direction on budget priorities for the coming year, such as where and how to allocate reduced resources for the coming budget period.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action: N/A

Recommended Motion: N/A

Alternative Actions: N/A

Attachments In order presented:

- 2021 Budget discussion presentation

2021 BUDGET EXPECTATIONS

- The City is currently operating on a biennial budget.
- City can switch to an annual budget in the 2nd year of the biennium (this year).
 - Simple process of adopting an ordinance revoking the biennial budget before year end.
- The unknowns at this time make projecting a year out daunting.
 - It makes projecting 2 years out seem impossible.
- Staff requests reverting back to annual budget for the next 2 years.

2021 BUDGET EXPECTATIONS

- Envisioning 2021
 - Based on current events, and the large number of unknowns, it may make sense to retain the Budget implications of Resolution 2082 where possible:
 - Retain hiring freeze where possible
 - Retain freeze on non-mandatory equipment
 - Continue to exercise general purchasing restraint

2021 BUDGET EXPECTATIONS

- Revenue projections for 2021
 - Impacts of the upcoming loss of Covid expanded benefits at the end of July 2020.
 - Impacts of current economic situation; we'll continue to monitor and adjust.
 - October 2010 unemployment peaked at 10%.
 - City Sales tax receipts decreased 25%.
 - June 2020 unemployment rate of 11.1%.
 - Sales tax receipts down 18% for the 3 affected months (March – May spending)

2021 BUDGET EXPECTATIONS

- Expenditure projections for 2021
 - Recommend retaining expenditure reductions obtained in the 2020 budget year (June Budget adjustment).
 - Temporary reduction in overlay program, and attrition reductions, that allowed more resources redirected to the General Fund.
 - Possible exceptions may exist in some departments that were overextended by attrition or the June budget amendment.

2021 BUDGET EXPECTATIONS

- The 7 Broad Budget Goals established in 2016.
 - Each budget line since then should be oriented around one of the following goals.
 - Are these still central to Council budget decision?
 - 1) Community Enrichment
 - 2) Public Safety
 - 3) Community and Economic Development
 - 4) Essential Services
 - 5) Natural Resource Sustainability
 - 6) Social Services
 - 7) Responsible Government



City Council Agenda Item Summary

Meeting Date: 7/27/2020

Agenda Item Number: 4c

Agenda Item Title: Resolution 2096: Extending the Duration of Resolution 2082 Providing Temporary Procedures to Respond to the COVID-19 Epidemic

Staff Contact(s): Steve Hoglund

Approved by: Steve Hoglund, Darcy Swetnam

Action Type: Resolution 2096

Item Summary:

At its regular meeting on July 20, 2020, City Council requested that staff prepare a resolution extending the provisions of Resolution 2082 through September 2020, unless rescinded earlier by future Council action. Council requested that under the new resolution both public comment and public hearings would be allowed electronically.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action:

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

- Any rule or procedure adopted by City Council that would prevent or prohibit all City Councilmembers from attending City Council meetings telephonically are temporarily suspended and all City Councilmembers are encouraged to attend all meetings via telephone.
- 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.

Recommended Motion: I move to adopt Resolution 2096 as presented.

Alternative Actions: Do not adopt new procedures and revert to procedures adopted by Resolution 2044; propose alternative procedures

Attachments In order presented:

- Resolution 2096

RESOLUTION NO. 2096

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES
EXTENDING THE DURATION OF RESOLUTION 2082 PROVIDING TEMPORARY
PROCEDURES TO RESPOND TO THE COVID-19 EPIDEMIC**

WHEREAS, on March 16, 2020 City Council adopted Resolution 2082 ratifying a proclamation of emergency and providing temporary procedures to respond to the COVID-19 epidemic; and

WHEREAS, on April 27, 2020 City Council adopted Resolution 2085 extending the duration of Resolution 2082 through July 31, 2020; and

WHEREAS, the public emergency for the novel coronavirus (COVID-19) continues and the future course of the emergency remains uncertain,

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

Section 1 – Continuing Effect of Resolution 2082

The provisions of Resolution 2082 shall remain in effect until September 30, 2020, or earlier if rescinded by future City Council resolution, with the exception of Section 3(C) which expires on July 31, 2020.

Section 2 – Public Hearings

Any public hearing that cannot be held in person during the effective period of this resolution must offer public participation via telephone and other electronic means. City Council and staff will also encourage and accept public comment via email or written comment.

**INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY
OF ANACORTES on this 27th 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



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning August 3, 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.

August 3, 2020

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

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

September 14, 2020

September 21, 2020

- Resolutions 2082/2085/2096 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic (Discussion)

September 28, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference
- Fiber, Wednesday, Jul 29, 2020, 2:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 30, 2020, 3:30 PM, Teleconference
- Public Works, Monday, Aug 3, 2020, 5:00 PM, Teleconference
- Public Safety, Tuesday, Aug 4, 2020, 10:00 AM, Teleconference
- Housing Affordability & Community Services, Monday, Aug 10, 2020, 4:00 PM, Teleconference
- Planning, Monday, Aug 10, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Aug 11, 2020, 8:30 AM, Teleconference
- Finance, Wednesday, Aug 12, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Aug 13, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Aug 17, 2020, 5:00 PM, Teleconference
