

**** Per Governor's emergency [Proclamation 20-28.8](#) issued July 31, 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 2096](#), adopted July 27, 2020, extending the duration of Resolution 2082 through September 30, 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.**

- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public may watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to cityclerk@cityofanacortes.org, via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221, or via [eComment](#). Public comments received prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for public participation in virtual Anacortes City Council meetings are available [here](#).



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

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

August 24, 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. Parks & Recreation Committee
 - c. Planning Committee
- 3. Public Comment**
- 4. Consent Agenda (Action)**
 - a. Minutes of August 17, 2020
 - b. Approval of Claims in the amount of: \$131,062.99
- 5. Other Business**
 - a. * Access Anacortes Fiber Internet Update
 - b. * Ordinance 3074: Amending Section 1.30.080 of the Anacortes Municipal Code Regarding Executing Contracts for Dark Fiber Leases and Telecommunication Contracts (Discussion/Possible Action)
 - c. * Monthly Finance Update and COVID-19 Impacts (Discussion)
 - d. Critical Area Regulations - Workshop: Draft 2 Critical Aquifers, Frequently Flooded, and Geologically Hazardous Areas (Discussion)
 - e. * Resolution 2099: Designating August 26th as Women's Equality Day (Discussion/Possible Action)
- 6. Adjournment**

Per Resolution 2044, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk (*) may do so as those items are considered by Council during the course of the meeting.

The City of Anacortes is committed to making public meetings available and accessible to all members of the community.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning September 8, 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.

September 8, 2020

- Thompson Train Purchase Proposal (Discussion / Possible Action)

September 14, 2020

- Ordinance 3073: Establishing an Annual Budget Process, Providing for Severability, and Establishing an Effective Date (Discussion/Possible Action)

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

October 5, 2020

October 12, 2020

October 19, 2020

October 26, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Aug 24, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Aug 26, 2020, 5:00 PM, Teleconference
- Museum, Thursday, Aug 27, 2020, 12:30 PM, Teleconference
- Fiber, Thursday, Aug 27, 2020, 2:30 PM, Teleconference
- Port/City Liaison, Tuesday, Sep 1, 2020, 8:30 AM, Teleconference
- Public Works, Tuesday, Sep 8, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Sep 9, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Sep 10, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Sep 14, 2020, 4:00 PM, Teleconference
- Planning, Monday, Sep 14, 2020, 5:00 PM, Teleconference

Instructions for Virtual Attendance at Anacortes City Council Meetings

How the Meeting Will Work

City Council meetings will be held via Zoom Webinar. The City Council Liaison is the **host** of the meeting, the Anacortes Mayor and City Councilmembers are **panelists**, Anacortes residents and other members of the public – as well as City staff – are **attendees**.

Webinar **attendees** do not interact with one another; they join in listen-only mode, and the host will unmute one or more attendees as needed.

How to View the Meeting

To view the live meeting without participating:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>)

To view the recorded meeting after it concludes:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or
- Watch the meeting Tuesdays and Sundays on [Channel 10](#)

How to Participate in the Meeting

- Click [this link](https://us02web.zoom.us/j/89255646791) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/89255646791> or
- Dial in to the meeting by phone: Dial in the US: +1 253-215-8782, enter the Meeting ID 892 5564 6791

How to Provide Public Comment

Comments received before 3:00 p.m. on the day of a City Council meeting will be distributed to the mayor and all councilmembers in advance of the meeting. You may use any of the methods below.

- **Email:** Email the City Clerk at cityclerk@cityofanacortes.org before 5:00 p.m. on the day of a City Council meeting. Include the subject line *Public Comment for the City Council Meeting on [date]*.
- **Mail:** Mail comments to City Clerk, PO Box 547, Anacortes, WA 98221
- **eComment:** Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website and click the eComment link beside the agenda for the meeting you wish to comment on.
- **Live Public Comment:** If you are unable to provide a written comment in advance of the meeting, you may join the webinar as an attendee to comment during the public comment portion of the agenda or during consideration of specific agenda items marked for public comment. See **How to Participate in the Meeting** above.

Members of the public who require special assistance to participate in or access the meetings may contact the [City Clerk](#) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

Public Participation Guidelines

Below are recommendations for use by members of the public in meetings conducted via Zoom Webinar.

- **Identification:** Upon entering the webinar, please enter your name, number or other chosen identifier, so that the host can call upon you during the public comment period.



- **Raise Hand (pictured above):** You have the ability to virtually raise your hand for the duration of the meeting but you will not be acknowledged until you are called on during the public comment period.

NOTE: If you have used your telephone to access the Zoom meeting, **you may press *9** to “raise your hand”. The host will unmute you when it’s your turn to speak.

- **Public Comment Period:** Use “Raise Hand” to be called upon by the host. The host will announce your name when it’s your turn.
- **Mute/Unmute:** Attendees will be muted and not audible to the Council except during times they are designated to speak. When you are announced, you will be able to unmute yourself.
- **Time limit:** Those testifying or providing audience comment will be limited to three (3) minutes per speaker unless an exception is granted by the Council.
- **Use headphones/mic** for better sound quality and less background noise, if possible.

Anacortes City Council Minutes – August 17, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of August 17, 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.

Mayor Gere noted that the Public Comment portion of the agenda had been reinstated following City Council adoption of Resolution 2096 and that the meetings were now being held using Zoom Webinar. The instructions for public participation in the City Council meetings were displayed.

Announcements and Committee Reports

COVID-19 Update: Mayor Gere reported current case statistics for Anacortes, Skagit County and the country. She compared the county statistics to the criteria required to move to Phase 3 of the Safe Start Washington plan. The mayor praised the essential businesses located along the length of Commercial Avenue for continuing to serve the public during the health crisis.

Port/City Liaison Committee: Ms. Cleland-McGrath reported from the committee meeting on August 11. She elaborated on topics discussed including the schedule for receiving the Commercial Avenue parklets, COVID-19 signage now in place in the Central Business District, rental assistance to be administered by the Anacortes Family Center, record breaking boat launch statistics for the season, opening public restrooms at the Port, a downturn in shipping through the Port, a rental deferment offered to Port lease tenants, business grants administered by EDASC, Leadership Skagit participation, the Port's economic recovery plan, Port capital improvement projects, and the status of the Port's NW Basin redevelopment project.

Finance Committee: Mr. McDougall reported from the committee meeting the prior Wednesday. He said the meeting featured a presentation by the City's bond counsel on refinancing the Water Treatment Plant bonds. Mr. McDougall indicated that the topic would be presented to full Council soon.

Fiber Committee: Mr. McDougall reported from the committee meeting the prior Thursday. He shared current installed customer statistics and the take rate for the pilot zones, which he said had already exceeded the target rate in two of the three pilot zones. Mr. McDougall described the current construction schedule for the aerial expansion areas.

Public Works Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She listed the topics discussed including the A Avenue dump site, the wastewater treatment plant outfall project, the wastewater treatment plant Genifuel feasibility study, the water treatment plant clearwell and raw water line projects, decommissioning the old water treatment plant, the appointment of WiL Ludemann as Operations Division manager, Mr. Buckenmeyer's recent presentation at a climate change adaptation webinar, potential acquisition of the south Fidalgo water system from the Skagit PUD, face mask use by public works staff, and R Avenue improvements.

Public Comment

Ian Munce commented on the wetland portion of the proposed critical area ordinance, which he said had very serious structural problems. He said if there's no development application, there is no way for city staff to protect a wetland from intrusion or damage. Mr. Munce recounted the history of a specific such instance in 1989, and of the protections City Council put in place by ordinance after that event. Mr. Munce said that earlier ordinance is still on the books but is not included in the current Draft 2 of the revised regulations. Mr. Munce said the burden is on the property owner to prove something is not a wetland rather than on the city to prove that

it is. Mr. Munce urged Council to include the earlier ordinance in the revised regulations and make sure the city protects designated wetland areas and wetland buffers.

Tom Glade said that at the August 10, 2020 City Council meeting Mr. Walters had insisted that the ACFL be delisted as a critical area. Mr. Glade said that formerly in the state regulations community forestlands were not listed as critical areas so there's no statewide requirement, but he argued that the Anacortes community believes the ACFL is definitely a critical area. He urged the city to develop its own protections for the ACFL as a critical area.

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 August 10, 2020
- b. Approval of Claims in the amount of: \$570,310.97

The following vouchers/checks were approved for payment:

EFT numbers: 97892 through 97940, total \$316,910.40

Check numbers: 97891 and 97941 through 97957, total \$248,910.68

Wire transfer numbers: 272255 through 272559, total \$4,392.56

OTHER BUSINESS

Critical Area Regulations - Workshop: Draft 2 Wetlands and Fish and Wildlife Habitat

Planning Director Don Measamer introduced the second City Council workshop on Draft 2 of the critical areas regulations update and the Planning Commission's recommendations on that draft. Mr. Measamer explained that once Council had completed its workshops to review Draft 2, staff would compile a revised draft incorporating Council suggestions, then public review of and comment on Draft 3 would begin.

Mr. Measamer asked City Attorney Darcy Swetnam to address the question of takings that had been raised at the August 10, 2020 City Council meeting.

Ms. Swetnam described regulatory takings and the potential for critical areas regulations to result in takings. She said the proposed ordinance includes a reasonable use exception, similar to that used by many other jurisdictions, to provide means of granting relief from strict application of code requirements when strict compliance would leave a land owner with no reasonable use of property. Ms. Swetnam and Associate Planner Tess Cooper responded to councilmember questions on this topic. Mr. Measamer concluded that staff would define "necessary appurtenances" and add that to the table.

Ms. Cooper then facilitated Council review of the next two sections of Draft 2 of the Critical Area Regulations, addressing Wetlands (Section 19.70.2xx) and Fish & Wildlife Habitat Conservation Areas Section 19.70.3xx). Ms. Cooper and Mr. Measamer responded to councilmember questions. Staff noted revisions and additional research requested by councilmembers.

There being no further business, at approximately 8:20 p.m. the Anacortes City Council meeting of August 17, 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 August 24, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
272569	3/21/2020	00454-MAR20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 8.50	court
272570	3/31/2020	00615-MAR20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272571	3/31/2020	00605-MAR20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 161.50	court
272572	3/31/2020	00594-MAR20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272573	4/30/2020	00594-APR20	CAMPBELL LAW FIRM	PUB DEF CONF	\$ 59.50	court
272574	5/31/2020	00668-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 51.00	court
272575	5/31/2020	00454-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 42.50	court
272578	5/31/2020	00447-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 25.50	court
272579	5/31/2020	00670-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 68.00	court
272580	5/31/2020	00408-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 59.50	court
272581	5/31/2020	00594-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272582	5/31/2020	00669-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 93.50	court
272583	5/31/2020	00560-MAY20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272541	6/11/2020	2018-10825	CI SECURITY	MANAGED DETECTION & RESPONSE SERVICES 6/1/20-/12/31/20	\$ 19,068.00	infosys
272584	6/30/2020	00615-JUN20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 357.00	court
272585	6/30/2020	00594-JUN20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272586	6/30/2020	00669-JUN20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272588	6/30/2020	00560-JUN20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 93.50	court
272811	7/16/2020	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 6/11 - 7/14/20	\$ 25.66	medic
272822	7/24/2020	9502851300	TELEFLEX LLC	EZ-IO NEEDLES	\$ 1,719.94	medic
272750	7/29/2020	I5537918	HD FOWLER COMPANY INC	MAINTENANCE SUPPLIES	\$ 1,316.79	dwwtp
272752	7/29/2020	1802356	MILES SAND & GRAVEL CO.	MAINTENANCE SUPPLIES	\$ 1,241.41	dwwtp
272744	7/31/2020	98147929	150-PRAXAIR DISTRIBUTION INC	MAINTENANCE SUPPLIES	\$ 223.04	dwwtp
272712	7/31/2020	383	BOYS & GIRLS CLUBS	AUGUST - LUNCH PROGRAM SERVICE PROVISION	\$ 40.00	finance
272589	7/31/2020	00540-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 51.00	court
272590	7/31/2020	00682-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272591	7/31/2020	00668-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 17.00	court
272592	7/31/2020	00447-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 93.50	court
272593	7/31/2020	00408-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272594	7/31/2020	00669-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 34.00	court
272595	7/31/2020	00560-JUL20	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 59.50	court
272629	7/31/2020	10268303	NAVIA BENEFIT SOLUTIONS, INC	JULY FLEXIBLE SPENDING PARTICIPANT FEE	\$ 116.20	hr
272628	7/31/2020	22842	ORCA INFORMATION, INC	BACKGROUND CHECKS	\$ 96.00	hr

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
272804	7/31/2020	32681	PACIFIC SECURITY	SECURITY DETAIL COURT SESSION JULY 2020	\$ 245.00	court
272453	8/1/2020	190-1840-00	CITY OF ANACORTES	WWTP 7/1-7/31/20	\$ 10,599.29	dwwtp
272622	8/1/2020	052-0010-00	CITY OF ANACORTES	W/S/G OPERATIONS 7/1-7/31/20	\$ 1,290.16	dshop
272630	8/1/2020	GB00100301	TRANSAMERICA LIFE INS CO	AUGUST, LEOFF LONG-TERM CARE INSURANCE	\$ 634.98	hr
272548	8/4/2020	1876-10	BACHMAN ENVIRONMENTAL, LLC	WEST 2ND STREET TRAIL PROJECT CRITICAL AREA SERVICES - JULY 2020	\$ 1,200.00	parks1
272749	8/4/2020	WAANA127524	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 45.53	dwwtp
272816	8/4/2020	0256694-IN	REISNER DISTRIBUTOR INC	PUMP STATION FUEL	\$ 1,039.74	dwwtp
272809	8/5/2020	1025249	LIFE ASSIST, INC	5 O2 REGULATORS	\$ 171.36	medic
272624	8/6/2020	MV238399	MOTOR TRUCKS, INC	CYLINDER FOR #203	\$ 366.55	dshop
272623	8/7/2020	MV238490	MOTOR TRUCKS, INC	SHOCK ABSORBER #203	\$ 150.34	dshop
272432	8/7/2020	001-473829	PISTON SERVICE OF ANACORTES	TAIL LIGHT- #158	\$ 42.77	dshop
272433	8/7/2020	001-473751	PISTON SERVICE OF ANACORTES	SWITCHES- #160	\$ 28.53	dshop
272525	8/7/2020	0256792-IN	REISNER DISTRIBUTOR INC	LUBE OIL- SHOP	\$ 2,626.86	dshop
272763	8/7/2020	0107294641-2020	TRAVELERS CL REMITTANCE CTR	MZ NOTARY BOND	\$ 40.00	finance
272743	8/8/2020	132596	LAKESIDE INDUSTRIES, INC.	1 1/4 & 1 1/2 ROCK SALES	\$ 99.17	dshop
272745	8/8/2020	132373	LAKESIDE INDUSTRIES, INC.	CLASS G ASPHALT	\$ 1,440.33	dshop
272713	8/10/2020	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 8/19-9/18/20	\$ 235.76	finance
271716	8/10/2020	I5550104	HD FOWLER COMPANY INC	WATER INVENTORY	\$ 5,116.17	wdist
272565	8/10/2020	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 7/7-8/5/20	\$ 2,797.49	parks1
272566	8/10/2020	300000305007	PUGET SOUND ENERGY INC	STREET LIGHTS: 07/02- 07/31/2020	\$ 373.55	dshop
272681	8/10/2020	300000390027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 7/8-8/5/20	\$ 3,836.11	dwwtp
272810	8/10/2020	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS 7/7-8/5/20	\$ 805.14	medic
272576	8/10/2020	RefundWilliams	WILLIAMS, COLIN	WA PARK BOAT LAUNCH PARKING LOT REFUND WILLIAMS	\$ 9.00	parks1
272567	8/11/2020	286982	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 861.49	pwfac
272747	8/11/2020	8498 30 017 0464628	COMCAST	WA PARK INTERNET 8/21-9/20/20	\$ 106.16	finance
272773	8/11/2020	317598	DOORMAN COMMERCIAL, LLC	THIRD FLOOR DOOR INSTALLATION	\$ 7,039.36	pw1
272564	8/11/2020	RefundTidwell	TIDWELL, SOSSITY	WA PARK CAMPGROUND REFUND TIDWELL	\$ 40.00	parks1
272827	8/11/2020	331 0532499	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.49	wdist
272756	8/11/2020	324143	USA BLUE BOOK	HARDNESS STANDARD, SAMPLE VIALS	\$ 178.87	dwwtp
272757	8/11/2020	324286	USA BLUE BOOK	BUFFER, ROSS PH STORAGE SOLUTION, DPD POWER PILLOW	\$ 302.34	dwwtp
272563	8/11/2020	RefundWaples	WAPLES, ROBERT	WA PARK CAMPGROUND REFUND WAPLES	\$ 39.00	parks1
272815	8/12/2020	WAANA127718	FASTENAL COMPANY	MED SUPPLY BINS	\$ 69.50	medic
272742	8/12/2020	0906967	FERGUSON ENTERPRISES, INC	PIT LID HOUSING	\$ 310.08	wdist

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
272824	8/12/2020	151648	FIDALGO ANIMAL MEDICAL CENTER	DOG EXAM; APD CASE 20-A05145	\$ 96.96	apd
272577	8/12/2020	RefundKaledo	KALEDO, DOUG	WA PARK CAMPGROUND REFUND KALEDO	\$ 39.00	parks1
272587	8/12/2020	RefundKolb	KOLB, BRENTON	WA PARK CAMPGROUND REFUND KOLB	\$ 27.00	parks1
272626	8/12/2020	RefundMcLeod	MCLEOD, BRUCE WILLIAM	WA PARK CAMPGROUND REFUND MCLEOD	\$ 12.00	parks1
272775	8/12/2020	WC7894	NATIONAL AUTO FLEET GROUP	FLEET UTILITY TRUCK REPLACEMENT	\$ 34,306.06	pw1
272687	8/12/2020	216133	TRUCK VAULT INC	CUSTOM TRUCK VAULT #211A	\$ 3,922.00	dshop
272683	8/12/2020	331 0532679	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 77.44	dwtpt
272812	8/13/2020	978 800 0000 1	CASCADE NATURAL GAS CORP.	STATION 3: 7/15 -8/11/20	\$ 24.77	medic
272817	8/13/2020	WAANA127746	FASTENAL COMPANY	MEDICAL SUPPLY BINS	\$ 192.45	medic
272814	8/13/2020	81023887	GRAINGER	MAINTENANCE SUPPLIES	\$ 506.20	dwwtpt
272739	8/13/2020	001-474456	PISTON SERVICE OF ANACORTES	HYDRAULIC CART KIT- #515	\$ 59.89	dshop
272830	8/13/2020	104016347	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 8/1-8/31/20	\$ 378.35	finance
272819	8/13/2020	15297	THE PLUMBING GUYS, INC	REPLACEMENT HOT WATER TANK - 29-1	\$ 3,236.80	medic
272682	8/13/2020	112533	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 87.50	dwtpt
272758	8/14/2020	92953434	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,931.34	dwtpt
272818	8/14/2020	WAANA127786	FASTENAL COMPANY	MED SUPPLY BINS	\$ 193.24	medic
272625	8/14/2020	I5556204	HD FOWLER COMPANY INC	GATE VALVES	\$ 495.05	wdist
272759	8/14/2020	829856	JCI JONES CHEMICALS INC	HYPOCHLORITE SOLUTION	\$ 3,972.84	dwtpt
272754	8/15/2020	00005W5A83330	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 8-15-20	\$ 9.47	apd
272746	8/17/2020	21879	APSCO, INC	MOYNO PARTS	\$ 3,516.25	dwwtpt
272762	8/17/2020	31-C19042524:1	EISENHAUER, ARTHUR	REFUND AMBULANCE OVERPAYMENT	\$ 48.99	finance
272764	8/17/2020	31-C20016359:1	ETHRIDGE, IRENE	REFUND AMBULANCE OVERPAYMENT	\$ 20.00	finance
272753	8/17/2020	08/17/2020	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
272760	8/17/2020	31-C20004392:1	GRUENEWALD, VERA	REFUND AMBULANCE OVERPAYMENT	\$ 46.93	finance
272767	8/17/2020	31-C20000521:1	JOHNSON, CHARLENE	REFUND AMBULANCE OVERPAYMENT	\$ 439.85	finance
272768	8/17/2020	31-C20024391:1	NOORDMAN, MARIA	REFUND OF AMBULANCE TRANSPORT DOUBLE	\$ 800.00	finance
272765	8/17/2020	31-C20034380:1	PACIFIC LIFE& HEALTH INSURANCE, ATTN: CLAIMS	REFUND AMBULANCE OVERPAYMENT	\$ 105.91	finance
272803	8/17/2020	001-474756	PISTON SERVICE OF ANACORTES	BATTERY FOR VEH 203	\$ 391.52	dshop
272813	8/17/2020	B12146161	SHI INTERNATIONAL CORP.	VISIOPROFOROFF365G	\$ 152.58	infosys
272772	8/17/2020	20201598	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING 07/2020	\$ 3,511.75	finance
272761	8/17/2020	200721	T-SHIRTS BY DESIGN	SAFETY VESTS CITY LOGO IMPRINT	\$ 104.45	dwtpt
272769	8/17/2020	31-C19024993:1	UNITED HEALTHCARE INS. CO.	REFUND AMBULANCE OVERPAYMENT	\$ 92.28	finance
272820	8/18/2020	5661454	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$ 80.42	medic
272805	8/18/2020	0907651	FERGUSON ENTERPRISES, INC	MAINTENANCE SUPPLIES	\$ 321.36	dwwtpt
272821	8/18/2020	JULY 2020	HUMANE SOCIETY OF	COVID PATIENT DOG QUARANTINE; APD CASE 20 A04442	\$ 171.00	apd

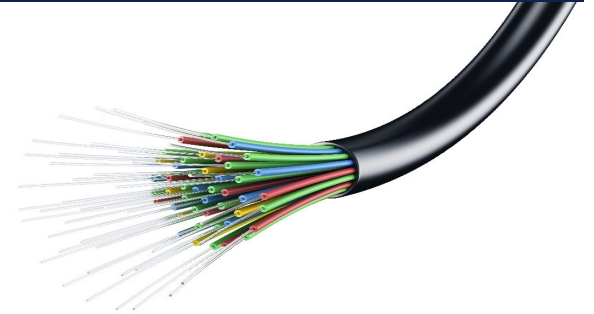
Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
272808	8/18/2020	B12150982	SHI INTERNATIONAL CORP.	ADOBE CREATIVE CLOUD FOR TEAMS. SOFTWARE FOR A-TOWN PUBLICATION.	\$ 411.18	infosys

Total **\$131,062.99**

access
ANACORTES FIBER INTERNET



August 2020



GPON CUSTOMER COUNT & REVENUE

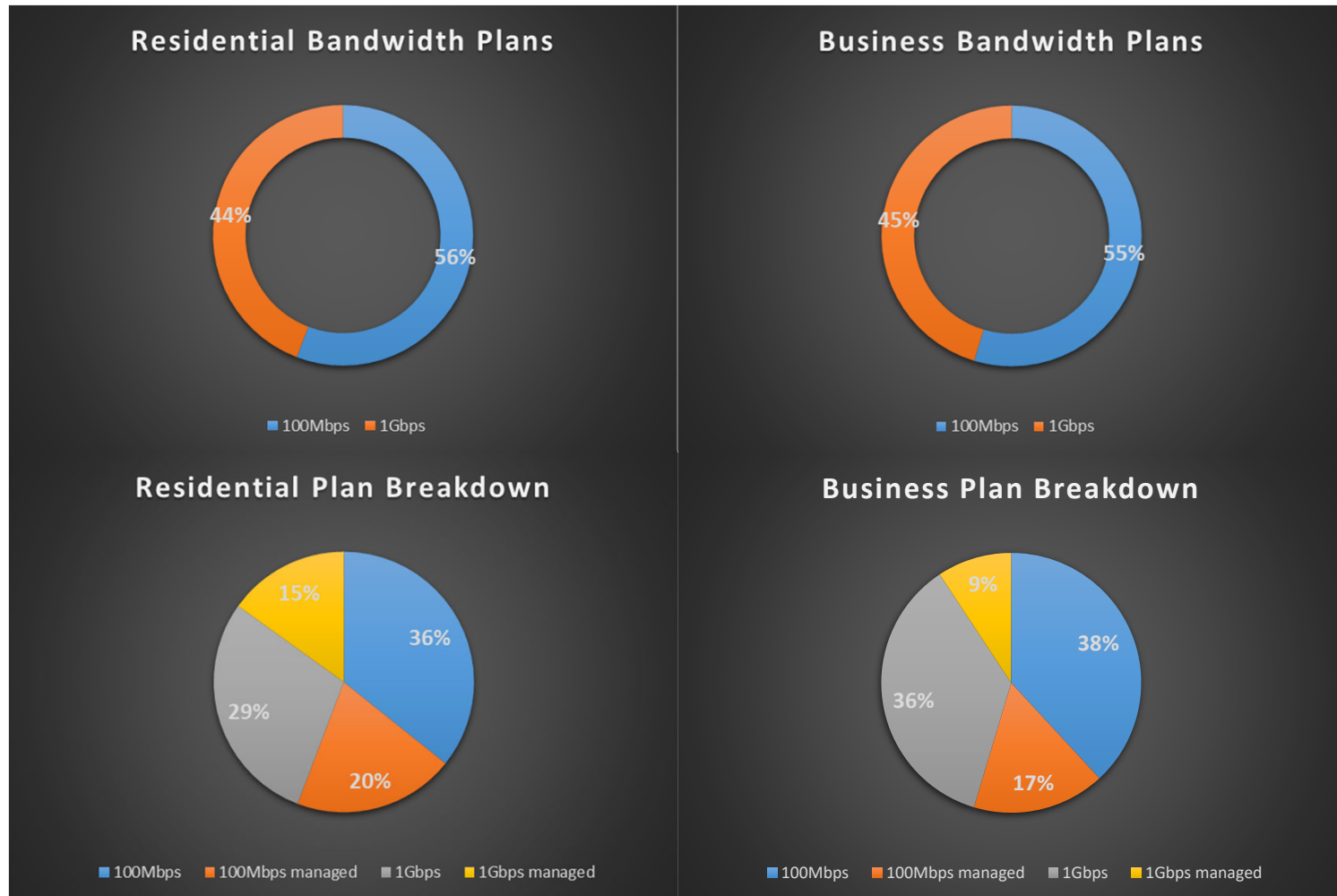
Month	In Service	Static IPv4 Address	Internet Service Revenue	Static IPv4 Revenue	Revenue
Mar-20	9	1	\$1,171	\$20	\$1,191
Apr-20	30	3	\$3,180	\$49	\$3,229
May-20	138	6	\$9,102	\$109	\$9,211
Jun-20	209	10	\$13,451	\$145	\$13,596
Jul-20	246	15	\$15,884	\$190	\$16,074
Aug-20	284	19	\$18,456	\$248	\$18,704



CUSTOMER ORDERS

Residential	Count	Monthly Revenue	Commercial	Count	Monthly Revenue		
100Mbps	85	\$ 3,315.00	100Mbps	27	\$ 2,403.00		
100Mbps managed	63	\$ 3,087.00	100Mbps managed	11	\$ 1,089.00		
1Gbps	47	\$ 3,243.00	1Gbps	15	\$ 2,235.00		
1Gbps managed	33	\$ 2,607.00	1Gbps managed	3	\$ 477.00		
One Static IP	2	\$ 18.00	One Static IP	9	\$ 81.00		
Five Static IPs	1	\$ 9.00	Five Static IPs	7	\$ 140.00		
Total:	228	\$ 12,279.00	Total:	56	\$ 6,425.00		
Grand Total \$ 18,704.00							
	CBD	Old Town	M Ave	Aerial Areas 2, 3, 4, 6	Aerial Areas 1, 5	Remainder of City	Total
Potential Customers	255	562	160	566	730	5345	7618
Sign-ups	100	205	45	92	92	849	1383
Take-Rate	39.2%	36.5%	28.1%	16.3%	12.6%	15.9%	18.2%
In-Service	86	168	24	4	1	1	284
Percentage of Orders in Service	86.0%	82.0%	53.3%	4.3%	1.1%	0.1%	

CUSTOMER PLAN SELECTION



2020 CONSTRUCTION

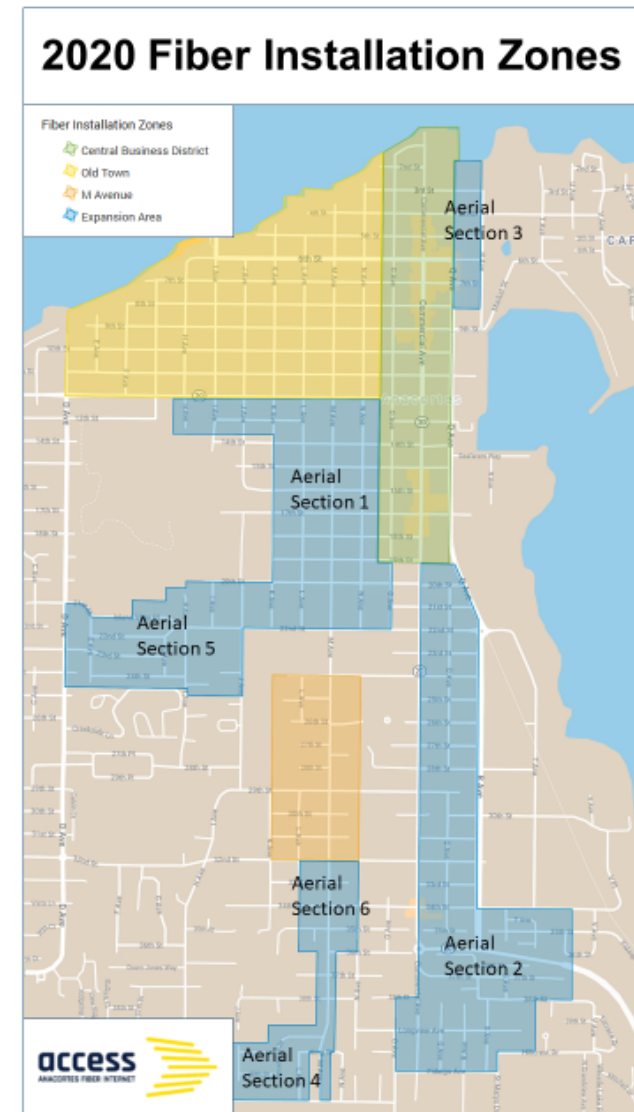
Passes 1296 premises

35% take rate = 450 customers

184 orders received to date (14%)

Aerial Areas 1, 2, 3, 4, 5, & 6

- Materials received
- Contract complete with Robinson Brothers Construction
- PSE pole attachment “make ready” construction will begin 9/14
 - Make ready work required before RBC can begin backbone construction
- RBC mobilizing and beginning underground boring 8/31
- Staff will begin inside installations to expedite hookups



COUNTYWIDE FIBER INTERCONNECTIVITY

Connection between City of Anacortes, Mount Vernon, & Burlington complete

- Will be immediately used for NOANET Ethernet circuit and Island Hospital dark fiber
- Improves ability to support Skagit County's communication needs, including Public Safety
- Increases City's ability to compete in responding to RFP's for services



SPECIAL PROJECTS

SAMISH INDIAN NATION

Ad Hoc installations

Facility	Status
Cannery Building	OSP Contract complete
Longhouse	Design Complete
Summit Park Rd.	Conduit placed, fiber to be pulled
Administration Building	Design Complete

ISLAND HOSPITAL

Dark fiber lease

Connection	Status
Hospital to Teen Clinic	Design Complete, Finalizing OSP Contract
Hospital to Sleep Center	Design Complete, Finalizing OSP Contract
Hospital to Mount Vernon	Design Complete, Finalizing OSP Contract
NEW Hospital to add'l site	Negotiations underway

READY FOR SERVICE

NOANET K-20 Contract

2 Gbps point-to-point Ethernet circuit
(3 year contract)



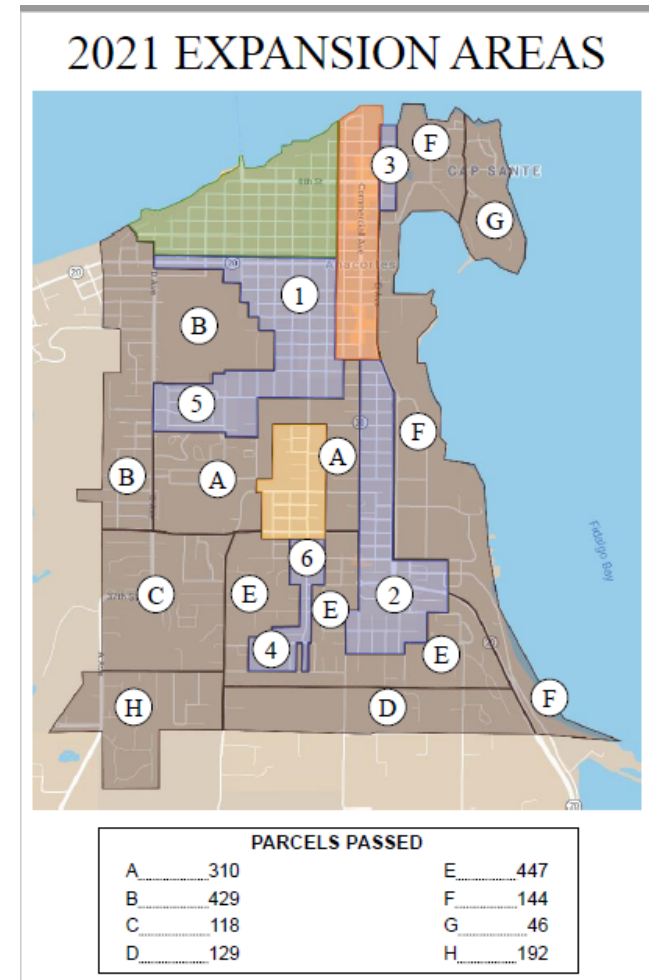
2021 FINANCING & EXPANSION

DEBT FINANCING

- Forecasting revenue & projected construction costs
- Preparing Public Works & Economic Adjustment Assistance Grant application
- Line of Credit

2021 NETWORK EXPANSION

- A Avenue east to City limits (passing 1815 additional premises)
- By end of 2021 will have passed 4088 premises (of 7600)



RATE OF INSTALLATIONS

Exploring ways to increase rate of installations

Additional fiber technician joining team September 8

Beginning inside installations in advance of backbone construction

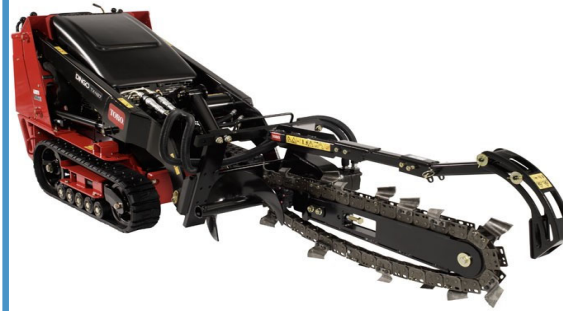
Identifying alternative work schedules



UNDERGROUND INSTALLATION

TORO Dingo & Trailer

Necessary for underground installations
Modular tool with multiple capabilities
Compact walk behind equipment
Additional attachments make tool versatile for future use by City departments



High-torque, heavy-duty drive system for performance in the toughest soil conditions including rock. Digs trenches up to 50" below grade.



Digs under sidewalks and driveways to simplify installations. Shorter rod lengths and the ability to lower the bore head below grade allows work in both confined and open areas.

OUTREACH

Steady growth in new orders for service

- Utility bill envelopes
- Sanitation vehicle billboards
- Facebook
- Door Hangers
- Word of mouth referrals



- > **Faster Speeds**
- > **Lower Prices**

- > **More Reliable**
- > **Locally Run**

Residential Plans

Month to Month

100 Mbps	\$39/month
1 Gbps	\$69/month
Managed WiFi	\$10/month
Install Fee	\$100

Business Plans

12 Month Contract

100 Mbps	\$89/month
1 Gbps	\$149/month
Managed WiFi	\$10/month
Install Fee	\$100

access
ANACORTES FIBER INTERNET





City Council Agenda Item Summary

Meeting Date: 8/24/2020

Agenda Item Number: 5b

Agenda Item Title: Ordinance No. 3074 An Ordinance Amending Section 1.30.080 of the Anacortes Municipal Code Regarding Executing Contracts for Dark Fiber Leases and Telecommunication Contracts

Staff Contact(s): Darcy Swetnam & Emily Schuh

Approved by: Darcy Swetnam, Steve Hoglund

Action Type: Ordinance 3074

Item Summary: The City of Anacortes municipal fiber system anticipates having excess fiber infrastructure available for dark fiber leases or certain telecommunications services. To streamline the contracting process for dark fiber leases and telecommunication agreements an ordinance has been prepared to authorize the Mayor to approve these agreements.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action: <https://docs.cityofanacortes.org/WebLink/DocView.aspx?id=300595&page=1&searchid=7352018f-b742-4b3e-ad44-ad1a52aef7da>

Recommended Motion: I move to adopt Ordinance No. 3074 Amending Section 1.30.080 of the Anacortes Municipal Code Regarding Executing Contracts for Dark Fiber Leases and Telecommunication Contracts

Alternative Actions: I move to defer the decision to adopt Ordinance 3074.

Attachments In order presented:

- Ordinance 3074

Ordinance No. 3074
An Ordinance Amending Section 1.30.080 of the Anacortes Municipal Code
Regarding Executing Contracts for Dark Fiber Leases and Telecommunication
Contracts

Whereas the City Council of the City of Anacortes desires to provide reliable, high-speed internet to the residents and businesses of Anacortes, for the benefit and growth of economic and community goals; and

Whereas as part of the City of Anacortes municipal fiber system, the City Council anticipates having excess fiber infrastructure available for dark fiber leases or certain telecommunications services; and

Whereas the City Council desires to streamline the contracting process for dark fiber leases and telecommunication agreements.

Now, therefore, the City Council of the City of Anacortes does ordain as follows:

Section 1. Anacortes Municipal Code Section 1.30.080 revised to read as follows:

1.30.080 Approval of municipal fiber contracts.

A. Mayor Approval.

a. The Mayor is authorized to approve the following contracts:

- i. Dark Fiber Leases: Leases for customer use of unactivated deployed fiber within the City Network through which the City transmits neither light nor any other signal, provided that the lease is for no more than eight (8) strands, and that the lease is on a form approved by the City Attorney.
- ii. Telecommunication Contracts: Contracts for the provision of telecommunications services available through the City Network, including contracts for “point-to-point Ethernet service,” “Dedicated Internet Access service,” and “static IPv4 addresses,” provided that such contracts are on forms approved by the City Attorney.

b. Any contract that the Mayor is not authorized to approve pursuant to this Section must be approved pursuant to this chapter.

B. Director of Fiber Department Approval.

- a. The Director of the Fiber Department is authorized to approve contracts that meet all of the following criteria:

- i. The contract is exclusively for the city's provision of residential and business-class internet services, and may include a right of entry for access to customer premises to complete connection work.
 - ii. The contract includes the Master Service Agreement approved by the City Attorney.
- b. Any contract that the Director of the Fiber Department is not authorized to approve must be approved pursuant to this chapter.

Section 2. This ordinance shall take effect five (5) days from and after its passage, approval and publication in the manner required by law.

PASSED and APPROVED this ____ day of _____, 2020.

CITY OF ANACORTES:

Laurie Gere, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, WSBA #40530 City
Attorney



City Council Agenda Item Summary

Meeting Date: 8/24/2020

Agenda Item Number: 5c

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

Staff Contact(s): Steve Hoglund

Approved by:

Action Type: Staff Report

Item Summary:

A declining trend is now visible in water consumption compared to the prior year, across all user groups. An associated decrease in Public Utility Tax revenues is evident.

Preliminary Sales tax revenues for August are 9.7% below budget. YTD sales tax revenues are 7.1%, or \$224,071, under budget.

YTD Lodging tax revenue is down 45% compared to 2019.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action:

Resolution [2082](#) declaring Covid emergency and related finance responses

Recommended Motion: NA

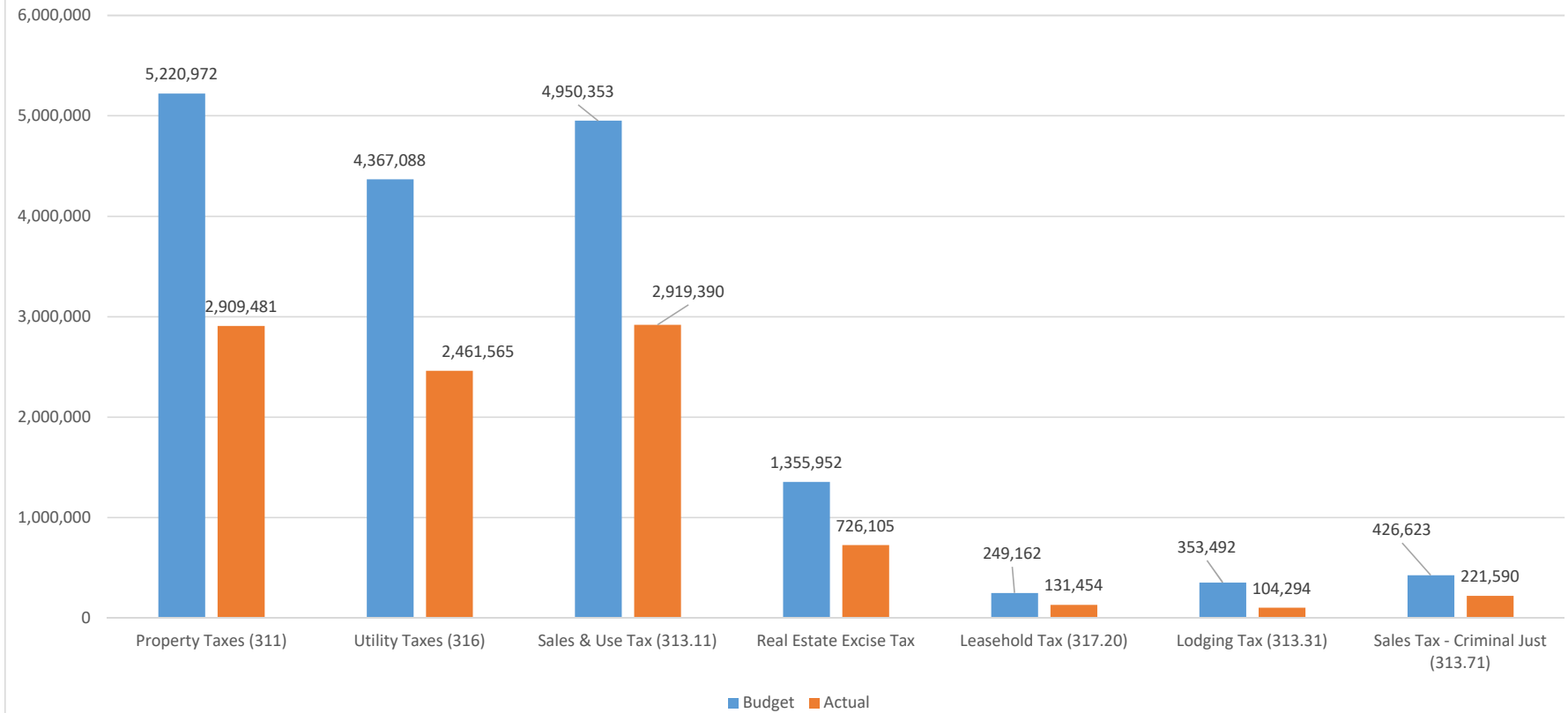
Alternative Actions: NA

Attachments In order presented:

- July 2020 Finance update

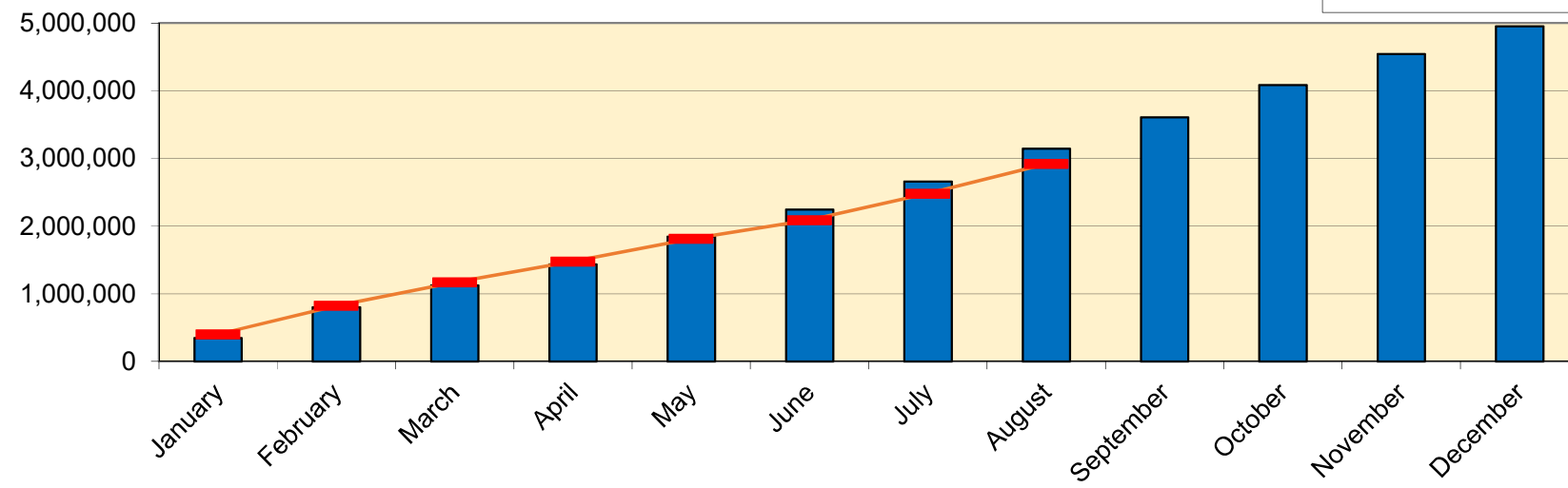
Water Consumption						
Measured in Cubic Feet	2019			2020		
CUBIC FEET	Total Jan-July	Change June - July		Total Jan-July	Change June - July	Change Jan- July 2019 - 2020
<u>INDUSTRIAL</u>						
Shell Puget Sound Refinery	220,691,309	29,950,076		219,475,091	14,769,587	(1,216,218)
Tesoro Northwest Co	163,380,391	3,872,070		154,839,256	7,461,523	(8,541,135)
TOTAL: INDUSTRIAL	384,071,700	33,822,146		374,314,347	22,231,110	(9,757,353)
<u>WHOLESALE</u>						-2.5%
Town of La Conner	10,997,876	161,443		9,810,056	1,171,891	(1,187,820)
City of Oak Harbor	52,865,439	3,614,346		52,636,255	2,062,081	(229,184)
Skagit PUD	6,088,260	(581,305)		4,816,499	379,483	(1,271,761)
Swinomish Utility Authority	3,859,656	33,699		3,207,524	228,516	(652,132)
TOTAL: WHOLESALE	73,811,231	3,228,183		70,470,334	3,841,971	(3,340,897)
						-4.5%
<u>RETAIL</u>						
Commercial	21,667,076	396,907		18,931,843	1,241,618	(2,735,233)
Multifamily	3,108,587	54,468		3,343,368	177,840	234,781
Residential	32,679,603	1,187,067		30,926,453	3,339,244	(1,753,150)
TOTAL: RETAIL	57,455,266	1,638,442		53,201,664	4,758,702	(4,253,602)
						-7.4%
TOTAL: IN CUBIC FEET	515,338,197	38,688,771		497,986,345	30,831,783	(17,351,852)
						-3.4%
		The green boxes are the 2019 to 2020 YTD consumption change				

2020 Tax Revenue Budget to Actual



Taxes	Budget	Actual	Jan - July 2020	58%
Property Taxes (311)	5,220,972	2,909,481	56%	
Utility Taxes (316)	4,367,088	2,461,565	56%	
Sales & Use Tax (313.11)	4,950,353	2,919,390	59%	
Real Estate Excise Tax	1,355,952	726,105	54%	
Leasehold Tax (317.20)	249,162	131,454	53%	
Lodging Tax (313.31)	353,492	104,294	30%	
Sales Tax - Criminal Just (313.71)	426,623	221,590	52%	
Totals Taxes:	16,923,642	9,473,880	56.0%	

2020 Sales Tax Budget to Actual

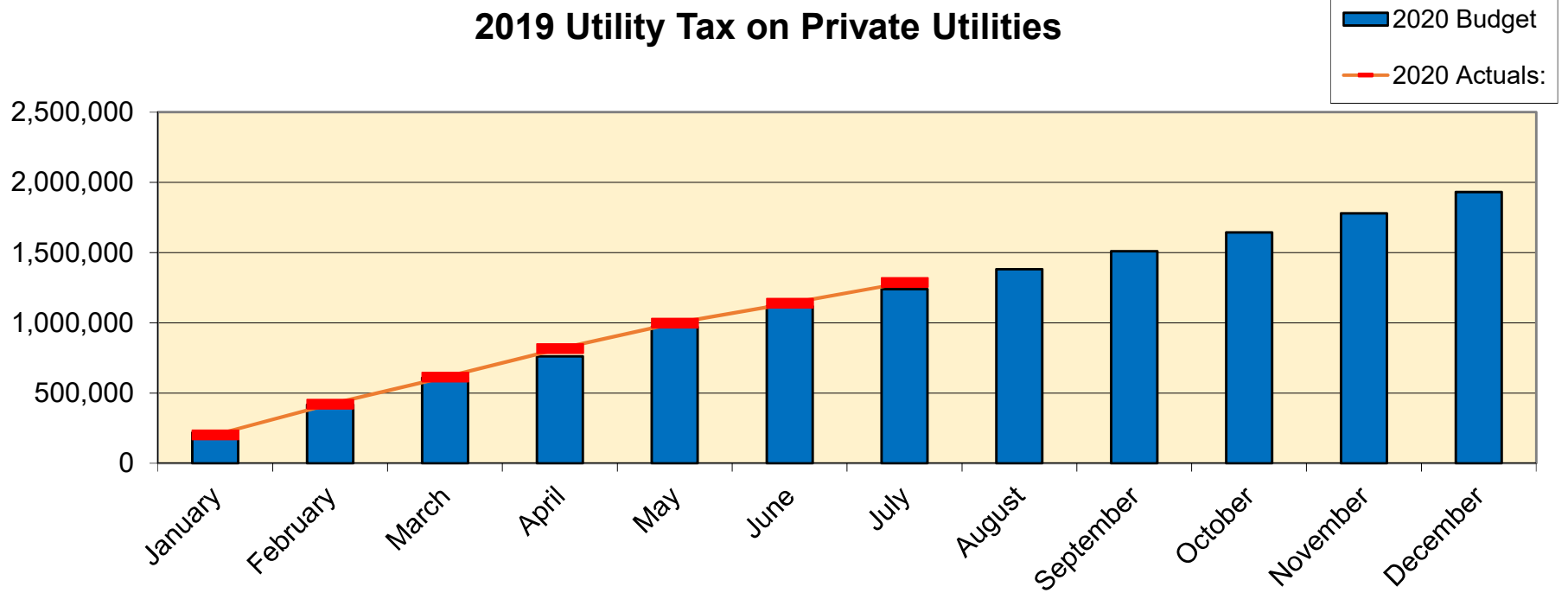


	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	344,116	799,971	1,121,901	1,432,409	1,844,894	2,241,948	2,657,251	3,143,462	3,605,869	4,081,825	4,543,292	4,950,353
2020 Actuals:	400,099	823,436	1,170,259	1,477,988	1,813,449	2,089,022	2,480,390	2,919,390				
Year to budget amount:								-224,071				
Year to budget %:								-7.1%				

August expected:	486,211
% off:	9.7%

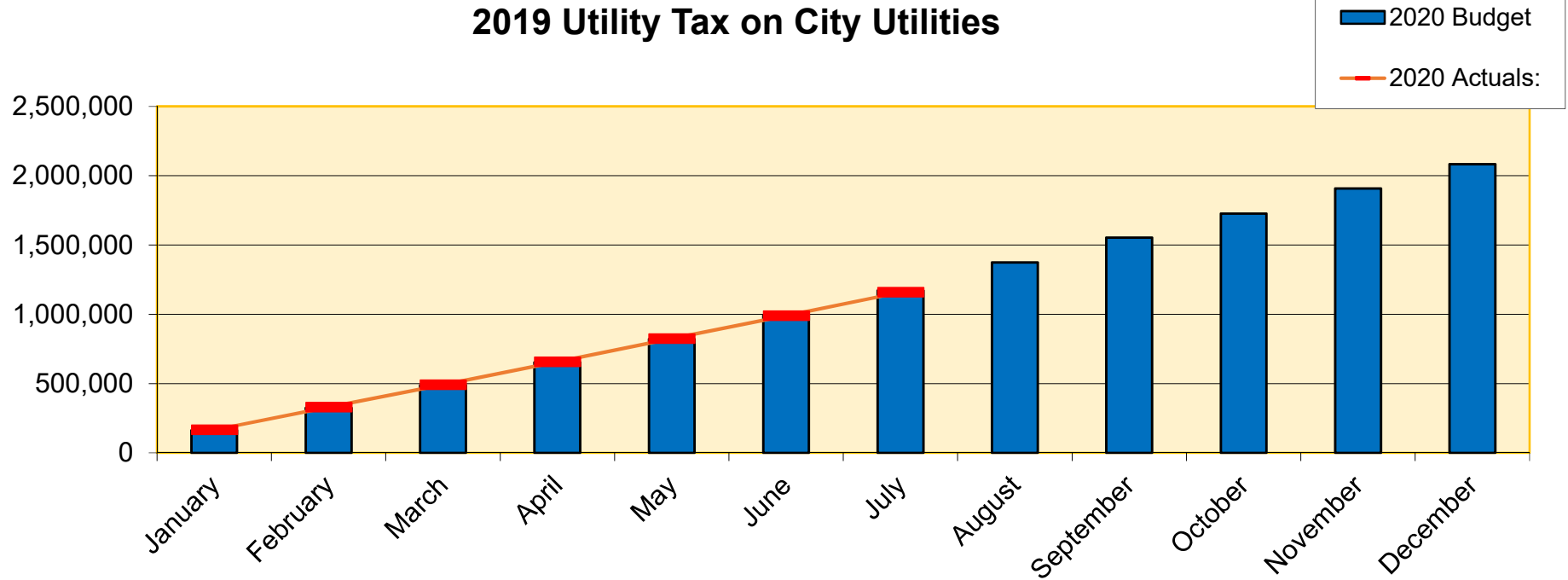
2019 Actuals:	420,175	841,848	1,195,484	1,482,641	1,905,593	2,275,269	2,713,063	3,167,786	3,597,487	4,070,201	4,528,769	4,941,631
Year to prior year:							232,673	8.6%				
2020 Total:	400,099	423,337	346,823	307,729	335,461	275,574	391,368	439,000				
Month % change:	-4.8%	0.4%	-1.9%	7.2%	-20.7%	-25.5%	-10.6%	-3.5%				
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

2019 Utility Tax on Private Utilities



	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	218,201	417,002	607,464	760,902	969,409	1,117,498	1,239,959	1,381,547	1,509,925	1,643,763	1,779,997	1,930,532
2020 Actuals:	202,313	421,491	614,501	816,851	997,160	1,138,713	1,286,849					
2019 Actuals:	203,068	352,697	572,329	806,421	963,186	1,117,498	1,267,416	1,403,036	1,535,476	1,673,434	1,818,270	2,027,406
Year to prior year:	-0.4%	19.5%	7.4%	1.3%	3.5%	1.9%	1.5%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
Year to budget:	-7.3%	1.1%	1.2%	7.4%	2.9%	1.9%	3.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
Monthly Receipts:												
2020 Total:	202,313	219,178	193,011	202,350	180,309	141,553	148,136					
Month % change:	-0.4%	46.5%	-12.1%	-13.6%	15.0%	-8.3%	-1.2%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
2019 Total:	203,068	149,629	219,633	234,092	156,765	154,311	149,919	135,620	132,439	137,959	144,836	209,136

2019 Utility Tax on City Utilities



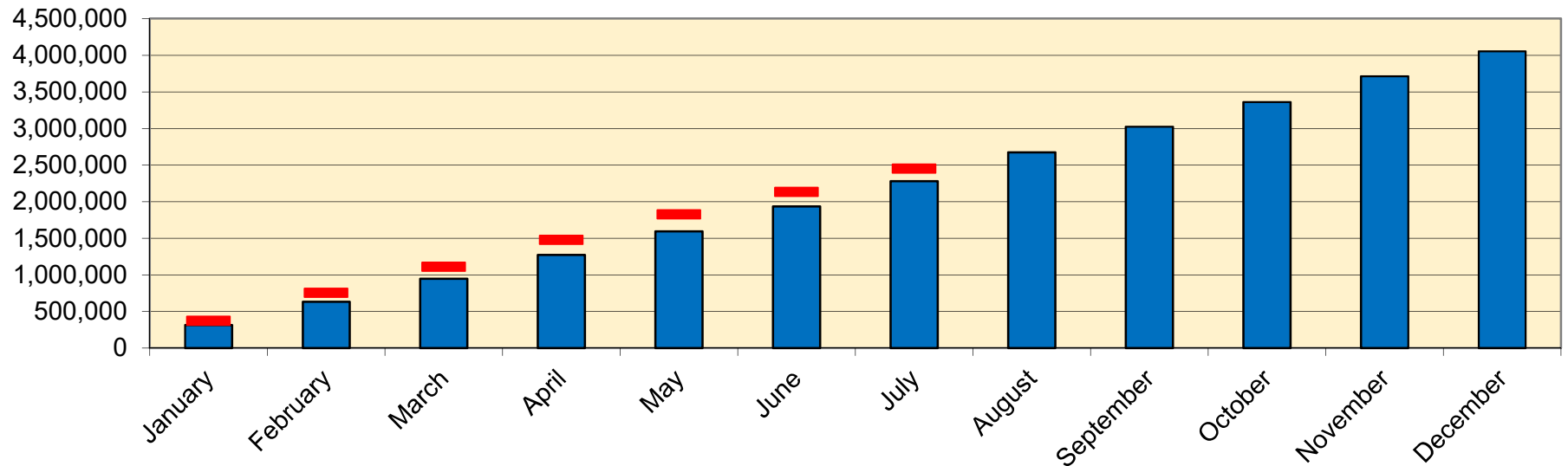
	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	162,000	324,849	488,008	653,958	820,590	994,646	1,171,959	1,374,086	1,552,764	1,727,347	1,907,872	2,082,296
2020 Actuals:	166,039	330,234	491,792	656,401	824,265	990,583	1,158,564					
2019 Actuals:	169,706	326,686	486,342	646,001	820,566	994,614	1,170,394	1,349,989	1,493,722	1,663,744	1,816,946	1,995,225
Year to prior year:	-2.2%	1.1%	1.1%	1.6%	0.5%	-0.4%	-1.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
Year to budget:	2.5%	1.7%	0.8%	0.4%	0.4%	-0.4%	-1.1%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

Monthly Receipts:

2020 Total:	166,039	164,195	161,558	164,608	167,864	166,318	167,981					
Month % change:	-2.2%	4.6%	1.2%	3.1%	-3.8%	-4.4%	-4.4%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
2019 Total:	169,706	156,981	159,656	159,659	174,565	174,048	175,780	179,595	143,733	170,022	153,202	178,279

2019 Utility Tax

■ 2020 Budget
 ■ 2020 Actuals:



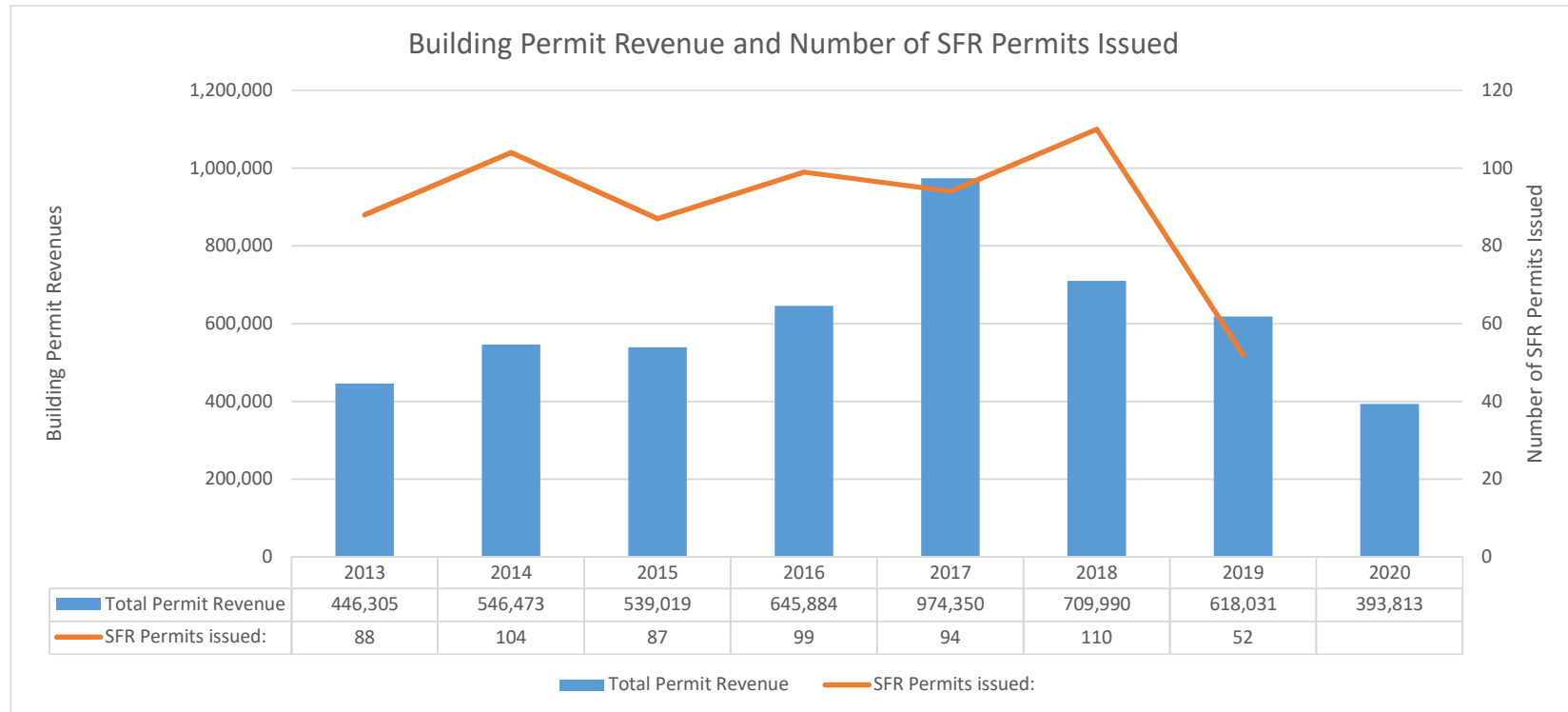
	January	February	March	April	May	June	July	August	September	October	November	December
2020 Budget	315,091	631,833	949,179	1,271,953	1,596,054	1,934,594	2,279,468	2,672,606	3,020,137	3,359,701	3,710,823	4,050,079
2020 Actuals:	368,352	751,725	1,106,293	1,473,252	1,821,425	2,129,296	2,445,413					
2019 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%	0.3%	-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%	7.3%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

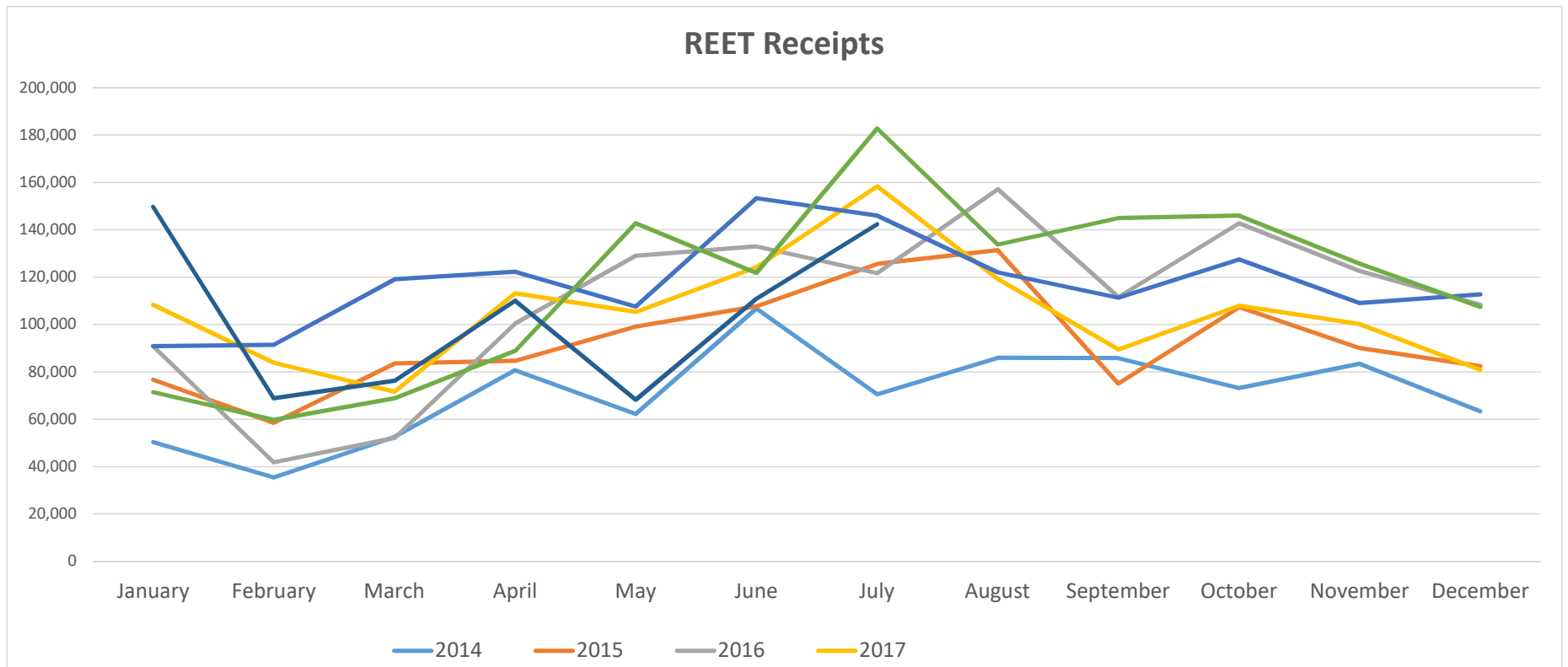
Monthly Receipts:

2020 Total:	368,352	383,373	354,568	366,958	348,173	307,871	316,117					
Month % change:	-1.2%	25.0%	-6.5%	-6.8%	5.1%	-6.2%	-2.9%	-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

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	70,663
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	393,813
SFR Permits issued:	88	104	87	99	94	110	52	34
July Status:	261,333	309,589	356,076	439,705	763,493	423,652	353,902	393,813

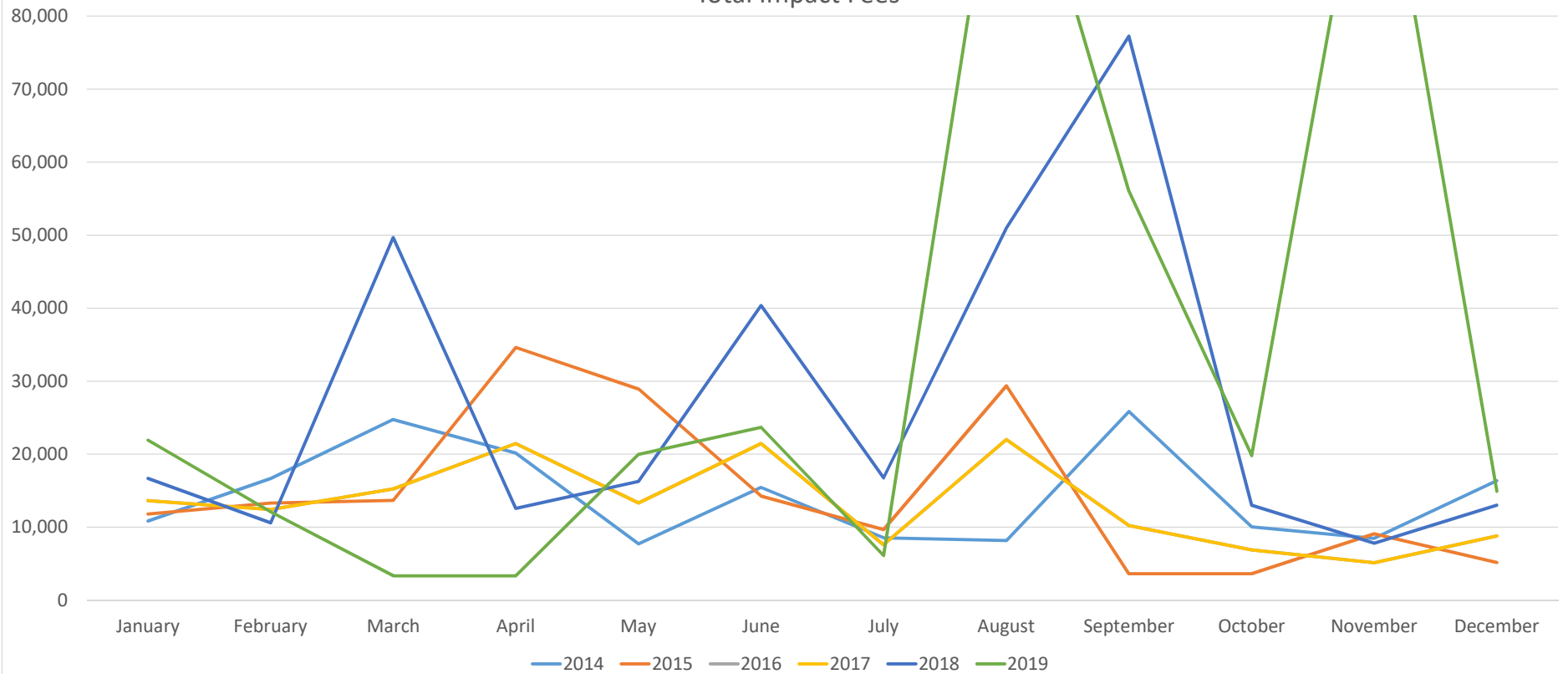




REET Receipts by Month

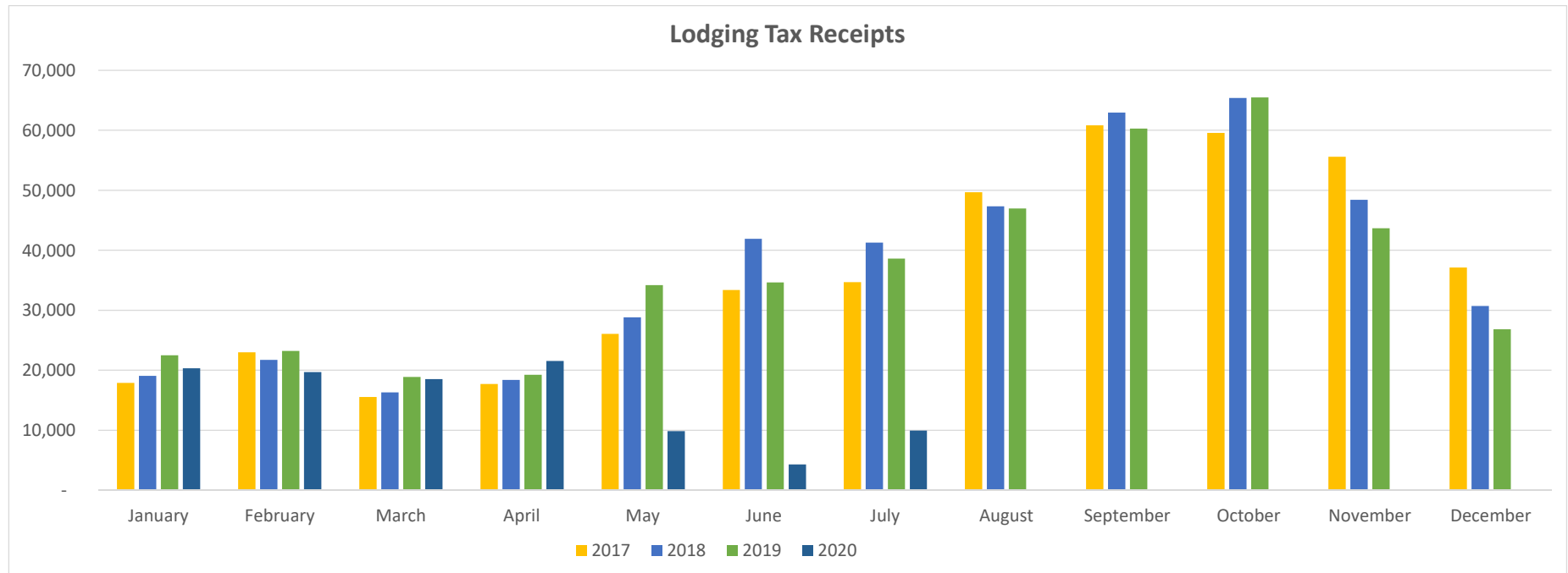
	2014	2015	2016	2017	2018	2019	2020	Change 2018 to 2019
January	50,379	76,641	90,785	108,345	90,855	71,476	149,648	109%
February	35,392	58,467	41,788	83,871	91,344	59,737	68,822	15%
March	52,500	83,496	52,085	71,546	119,086	68,816	76,264	11%
April	80,638	84,647	100,310	113,091	122,262	88,848	109,995	24%
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	142,306	-22%
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	726,105	
Thru July collection:	458,407	635,580	668,616	764,679	830,345	736,144	726,105	

Total Impact Fees



Impact Fee Receipts by Month

	2014	2015	2016	2017	2018	2019	2020	Change 2019 to 2020		Cash Balance	2020 Budgeted	2020 Spent
January	10,845	11,805	13,635	13,635	16,665	21,901	14,135	-35%	Streets	387,271	995,713	474,713
February	16,689	13,290	12,420	12,420	10,605	12,113	12,116	0%	Parks	343,615	200,000	
March	24,726	13,667	15,255	15,255	49,682	3,346	14,873	345%	Fire	145,794	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	19,277	214%				
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	121,125					



	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	9,969	(28,624)	-74.2%
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	104,294		
% Change year over year		13.2%	5.7%	11.6%	2.6%				

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

		2020 Adj Budget	Year to date Actuals	58%
001	GENERAL FUND			
	Revenue	18,025,018	8,862,088	49%
	Expenditure	18,025,018	11,184,648	62%
	Difference	0	-2,322,560	
101	PARK & RECREATION			
	Revenue	2,081,582	1,058,146	51%
	Expenditure	2,081,582	1,067,731	51%
	Difference	0	-9,585	
102	CEMETERY			
	Revenue	260,951	153,968	59%
	Expenditure	260,951	128,156	49%
	Difference	0	25,812	
103	LIBRARY			
	Revenue	1,507,100	789,422	52%
	Expenditure	1,507,100	944,945	63%
	Difference	0	-155,523	
104	STREET MAINTENANCE			
	Revenue	2,473,186	902,730	37%
	Expenditure	2,473,186	827,759	33%
	Difference	0	74,971	
105	STREET CONSTRUCTION			
	Revenue	1,823,020	1,672,636	92%
	Expenditure	1,823,020	1,812,249	99%
	Difference	0	-139,612	
106	TBD			
	Revenue	1,164,877	581,385	50%
	Expenditure	1,164,877	581,621	50%
	Difference	0	-236	
107	WASHINGTON PARK			
	Revenue	289,450	146,083	50%
	Expenditure	289,450	155,229	54%
	Difference	0	-9,145	
108	PARKS CAPITAL			
	Revenue	750,000	246,051	33%
	Expenditure	750,000	299,991	
	Difference	0	-53,940	
110	AMBULANCE FUND			
	Revenue	3,923,666	2,221,309	57%
	Expenditure	3,923,666	2,202,636	56%
	Difference	0	18,673	
112	DEVELOPMENT IMPACT FEES			
	Revenue	250,000	127,600	
	Expenditure	250,000	474,713	
	Difference	0	-347,113	
113	ACFL MANAGEMENT FUND			
	Revenue	48,259	28,780	60%
	Expenditure	48,259	36,864	76%
	Difference	0	-8,084	

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

		2020	Year to date		
		Adj Budget	Actuals		
135	LODGING TAX			58%	
	Revenue	344,168	71,189	21%	
	Expenditure	344,168	97,872	28%	
	Difference	0	-26,683		
335	REET				
	Revenue	1,355,951	753,050	56%	
	Expenditure	1,355,951	245,031	18%	
	Difference	0	508,019		
401	WATER				
	Revenue	31,285,252	12,379,934	40%	Chgs budg 11,521,447
	Expenditure	31,285,252	10,173,480	33%	Actuals: 6,128,652
	Difference	0	2,206,454		% collected: 53%
					Cap Budg: 8,502,132
					Actuals: 5,498,164
					% collected: 65%
440	SEWER				
	Revenue	7,756,982	3,892,285	50%	Chgs budg 5,727,300
	Expenditure	7,756,982	4,134,696	53%	Actuals: 3,531,643
	Difference	0	-242,411		% collected: 62%
445	STORM DRAIN				
	Revenue	2,196,435	978,308	45%	Chgs budg 1,572,587
	Expenditure	2,196,435	907,664	41%	Actuals: 919,627
	Difference	-	70,644		% collected: 58%
450	SANITATION				
	Revenue	3,870,510	2,736,631	71%	
	Expenditure	3,870,510	2,500,750	65%	
	Difference	0	235,881		
501	EQUIPMENT RENTAL FUND				
	Revenue	2,385,934	1,886,670	79%	
	Expenditure	2,385,934	1,193,572	50%	
	Difference	0	693,098		
611	FIREMEN'S PENSION FUND				
	Revenue	25,496	32,911	129%	
	Expenditure	25,496	17,873	70%	
	Difference	0	15,038		



City Council Agenda Item Summary

Meeting Date: 8/24/2020

Agenda Item Number: 5d

Agenda Item Title: Critical Area Regulation Discussion

Staff Contact(s): Don Measamer and Tess Cooper

Approved by: Darcy Swetnam, Steve Hoglund

Action Type: Ordinance 3064

Item Summary: Staff will present sections of Draft 2 of the 2016 critical areas regulations update, as required under the periodic update requirements of the Growth Management Act. The previously provided second draft document with list of Planning Commission's recommended changes, will be reviewed to allow opportunity for City Council feedback to inform the finalization of this document.

Budget Impact

Amount Budgeted: \$0.00

Proposed Expenditure: \$0.00

Budget Amendment Required? No

Previous Action: N/A

Recommended Motion: N/A

Alternative Actions: N/A

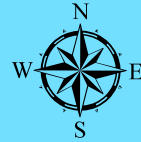
Attachments In order presented:

- Geohazardous Area Map
- Critical Aquifer Recharge Area Map



City of Anacortes

Geologically Hazardous Areas



DRAFT

Guemes Channel

Cranberry Lake

Fidalgo

Padilla

Burrows

Bay

Heart Lake

Bay

Bay

Whistle Lake

Lake Erie

Note:
Critical areas maps are used to alert the public of the potential location of critical areas in Anacortes. This map does not provide a final critical area designation. The actual presence or absence of features defined in AMC 19.70 will govern.

Disclaimer:
This map was created from available public records and existing map sources, not from field surveys. Map features from all sources have been adjusted to achieve a "best fit" registration. While great care was taken in this process, maps from different sources rarely agree as to the precise location of geographic features. The relative positioning of map features to one another results from combining different map sources without field "ground truthing".



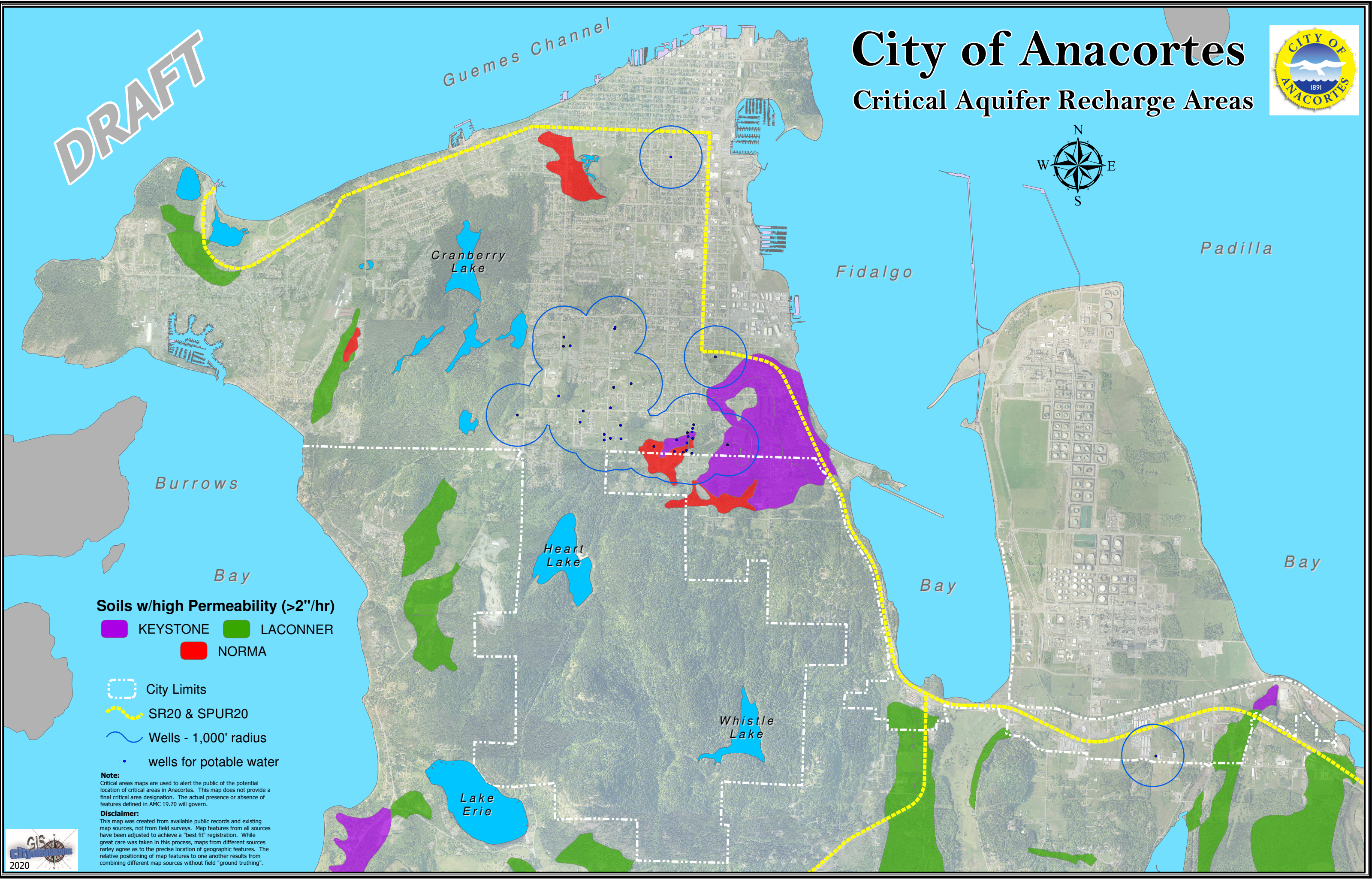
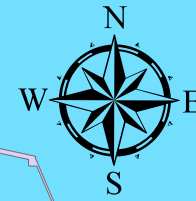
2020

Shoreline Slope Class	Slopes	
Intermediate slope	0 - 15 Percent Slope	Eroding Shoreline
Modified	15 - 40 Percent Slope	Erosion Hazard Soils
Unstable slope	Greater than 40 Percent Slope	Tsunami Hazard Areas
Unstable-old slide		SR20 & SPUR20
Unstable-recent slide		City Limits

DRAFT

City of Anacortes

Critical Aquifer Recharge Areas



Soils w/high Permeability (>2"/hr)

- KEYSTONE
- LACONNER
- NORMA

- City Limits
- SR20 & SPUR20
- Wells - 1,000' radius
- wells for potable water

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ANACORTES

Critical Areas Regulations Update



City Council Workshop

Project Overview – GMA mandates

1. Cities and counties develop comprehensive land use plans and development regulations, including critical areas regulations
2. Periodically review and, if needed, revise (Deadline: June 2017)
3. Must include the best available science in developing policies regulations
4. Policies and regulations must protect the functions and values of critical areas
 - Wetlands
 - Critical aquifer recharge areas
 - Frequently flooded areas
 - Geologically hazardous areas
 - Fish & wildlife habitat conservation areas

What do you need to know?

This Presentation will provide:

1. An Overview of the Draft #2 Critical Area Regulations
2. A discussion of the proposed changes

Key: Change from current Chapter 17 to Draft 2



PC recommended change to Draft 2



Additional changes recommended



Existing Chapter 17.70

- Introduction (Appendixes w/ history)
- Frequently Flooded Areas
- Aquifer Recharge Areas
- Geologically Hazardous Areas
- Wetlands
- Fish & Wildlife Habitat Conservation Areas
- Marine Shoreline Vegetation

New Chapter 19.70

- General Provisions
- Critical Area Review Procedures
- Wetlands
- Fish & Wildlife Habitat Conservation Areas
- **Geologically Hazardous Areas**
- **Critical Aquifer Recharge Areas**
- **Frequently Flooded Areas**
- **Definitions**

Geologically Hazardous Areas: Section 19.70.410 – Starting on Page 71

19.70.410 Geologically Hazardous Areas– Description and Purpose.

19.70.415 Geologically Hazardous Areas - Designation.

19.70.420 Geologically Hazardous Areas – Mapping

19.70.425 Geologically Hazardous Areas – General Development Standards.

19.70.430 Geologically Hazardous Areas – Specific Development Standards

19.70.435 Geologically Hazardous Areas - Critical Area Report Additional Requirements



Geologically Hazardous Areas (starting on pg. 71)

Major Changes:

- Added designation for marine bluffs and refer to the SMP;
- Exemptions based on size of structures are removed;
- 50 foot buffer remains the same, reductions changed to allow only of a maximum of 25% reduction;
- Language strengthens vegetation retention and management requirements.



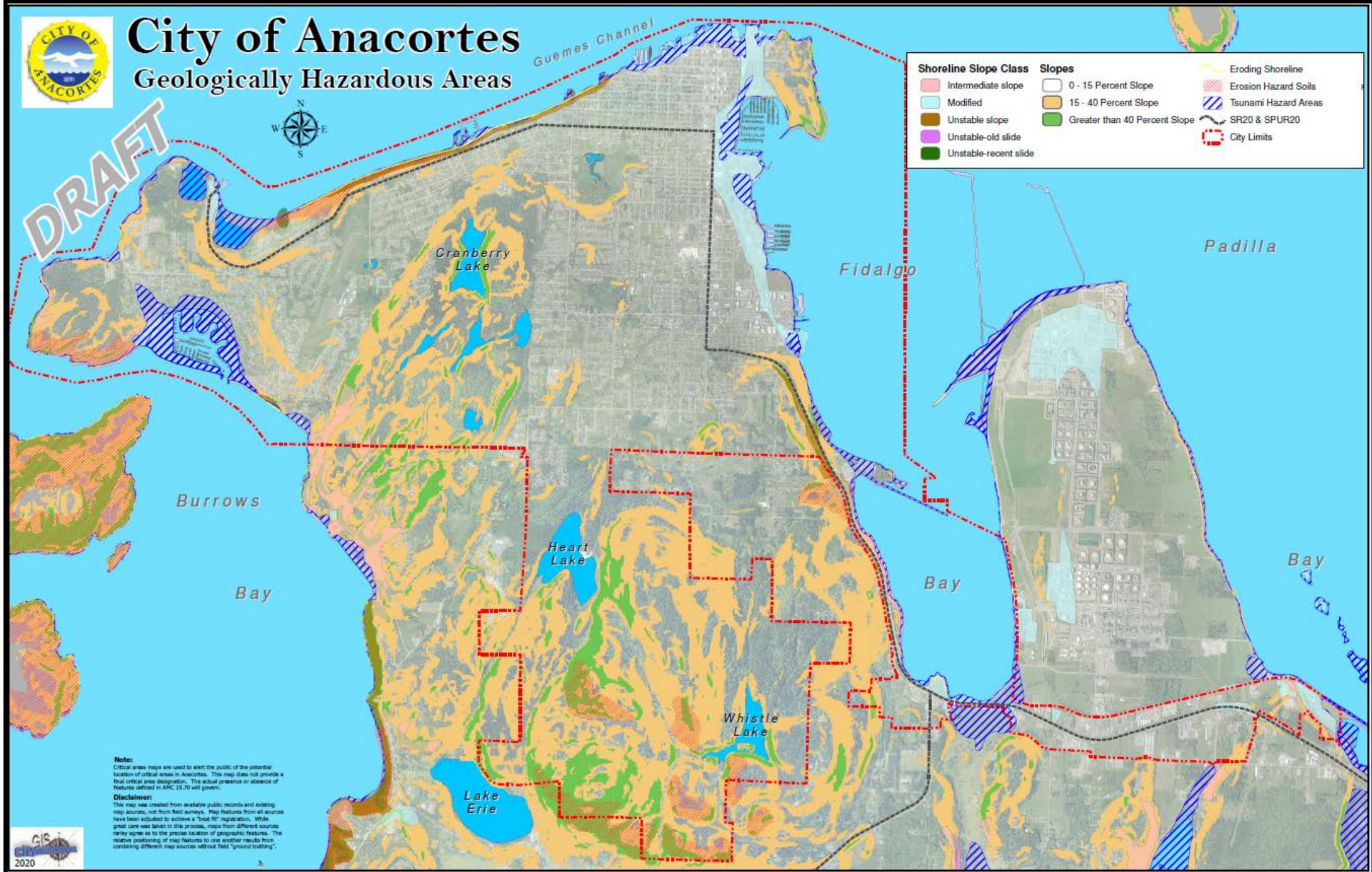
City of Anacortes

Geologically Hazardous Areas



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Shoreline Slope Class	Slopes	
Intermediate slope	0 - 15 Percent Slope	Eroding Shoreline
Modified	15 - 40 Percent Slope	Erosion Hazard Soils
Unstable slope	Greater than 40 Percent Slope	Tsunami Hazard Areas
Unstable-old slide		SR20 & SPUR20
Unstable-recent slide		City Limits



Note:
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Critical Aquifer Recharge Areas (starting on pg. 85)

19.70.510	DESCRIPTION AND PURPOSE
19.70.515	APPLICABILITY AND HAZARDOUS MATERIALS QUESTIONNAIRE
19.70.520	DESIGNATION
19.70.525	MAPPING
19.70.530	GENERAL DEVELOPMENT STANDARDS
19.70.535	SPECIFIC DEVELOPMENT STANDARDS FOR REGULATED FACILITIES
19.70.540	CRITICAL AREA REPORT ADDITIONAL REQUIREMENTS

Critical Aquifer Recharge Areas (starting on pg. 85)

Purpose: to provide the public with clean, safe, and available drinking water and contribute base flow to protect aquatic resources.

Questionnaire: Development or redevelopment of regulated facilities must submit a hazardous materials questionnaire. * New

Designation: Areas served by groundwater which have been designated as a “Sole Source Aquifer Area” under the Federal Drinking Water Act;

* Eliminated Category I and II distinction

DRAFT

Guemes Channel

City of Anacortes

Critical Aquifer Recharge Areas



Padilla

Fidalgo

Burrows

Bay

Bay

Bay

Soils w/high Permeability (>2"/hr)

- KEYSTONE
- LACONNER
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- City Limits
- SR20 & SPUR20
- Wells - 1,000' radius
- wells for potable water

Note:
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Frequently Flooded Areas (starting on pg. 92)

19.70.610	DESCRIPTION AND PURPOSE
19.70.615	DESIGNATION
19.70.620	MAPPING
19.70.625	GENERAL DEVELOPMENT STANDARDS
19.70.630	CRITICAL AREA REPORT ADDITIONAL REQUIREMENTS

Frequently Flooded Areas (starting on pg. 92)

17.70 Describes building requirements in floodzones in order to meet FEMA Flood Insurance program requirements. Currently administered Through the building permit.

Moving this stand alone section to 19.74 to continue to be Administered under the Building Department.

*Adding the Federal ESA requirements for floodplain Development to conduct a Habitat Assessment Report for all development in these areas.



DEFINITIONS

New definition to read:

19.12.020 (17.06.723) "Passive recreation" refers to a mix of uses on undeveloped land (including wetland buffers) or minimally improved lands which includes the following: naturally landscaped areas, non-landscaped greenspaces, picnic areas, water bodies, trails, interpretive trails and other similar structures or development.

Passive recreation may be defined as a non-motorized activity that:

- A. Offers constructive, restorative, and pleasurable human benefits and fosters appreciation and understanding of open space and its purpose;*
- B. Is compatible with other passive recreation uses;*
- C. Does not significantly impact natural, cultural, scientific, or agricultural values; and*
- D. Requires only minimal visitor facilities and services directly related to safety and minimizes passive recreation impacts.*

DEFINITIONS

Definition to read:

“Qualified professional” means a [person](#) with experience and training in the applicable field or critical area. A qualified professional must have obtained a B.S. or B.A. or equivalent degree in biology, engineering, environmental studies, fisheries, geology or related field, and have two years of related work experience. A qualified professional for wetlands must be a professional wetland scientist with at least two years of full-time work experience as a wetlands professional, including delineating wetlands using the federal manual and supplements, preparing wetlands reports, conducting function assessments, and developing and implementing mitigation plans.

TYPES OF REVIEW TABLE (19.20.030)

Change Required Administratively:

Because the Permit types have been modified by the new Critical Area Regulations it is important to include them in the Types of Review section 19.20.030 and the Review classification and process matrix shown in Table 19.20.030.

Add: Type 1 – Exemption with Prior Written Notice,
Type II – Critical Area Permitted Alteration Permit,
Type III HE – Critical Area Variance

Additional Discussion

Next Steps:

1. Staff compiles new draft
2. Draft 3 released for review and public comment
3. City Council Hearing



City Council Agenda Bill

Meeting Date: 8/24/2020 **Agenda Item:** 5e

Subject: Resolution 2099: Designating August 26th as Women's Equality Day

Staff Contact: Marcia Hunt

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

Action Type	
	Ordinance No.
	Code Revision?
X	Resolution No. 2099
	Contract
	Public Hearing
	Staff Report

Summary Statement: August 26th, 2020 is the centennial of the certification of the Nineteenth Amendment, which culminated a 72-year, non-violent campaign to extend the right to vote to women.

Background: In 1973, Congress designated August 26th "Women's Equality Day" to commemorate the day in 1920 when the 19th Amendment to our Constitution granted American women the right to vote.

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

Proposed Contract	
Contractor	N/A
Amount	
Start Date	
End Date	

Previous Council/Committee Action: None.

Competing Viewpoints Considered: None.

Recommended Motion: I move to adopt Resolution 2099, designating August 26th as Women's Equality Day in Anacortes.

Alternative Actions: Do not adopt Resolution 2099.

Attachments (listed in order presented): Resolution 2099

RESOLUTION 2099

DESIGNATING AUGUST 26TH AS WOMEN'S EQUALITY DAY

WHEREAS, the women of the United States have historically been treated as second-class citizens and have often been denied the full rights and privileges, public or private, legal or institutional, which are available to male citizens of the United States; and

WHEREAS, the women of the United States have united to assure that these rights and privileges are available to ALL citizens equally, and

WHEREAS, the women of United States have designated August 26th as Women's Equality Day to honor the anniversary of the certification of the Nineteenth Amendment, which culminated a 72-year, non-violent campaign to extend the right to vote to women, and

WHEREAS, the women of United States are to be commended and supported in their continued fight for equal rights,

NOW, THEREFORE, BE IT RESOLVED, that the City of Anacortes designates August 26th Women's Equality Day, honoring the day in 1920 that American women won their right to vote, as an opportunity to continue to work for equal rights for ALL citizens.

INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this 24th day of August, 2020.

LAURIE M. GERE, MAYOR

Approved as to form and legality:

Darcy Swetnam, WSBA #40530
City Attorney

ATTEST:

Steve D. Hoglund, City Clerk Treasurer



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning September 8, 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.

September 8, 2020

- Thompson Train Purchase Proposal (Discussion / Possible Action)

September 14, 2020

- Ordinance 3073: Establishing an Annual Budget Process, Providing for Severability, and Establishing an Effective Date (Discussion/Possible Action)

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

October 5, 2020

October 12, 2020

October 19, 2020

October 26, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Aug 24, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Aug 26, 2020, 5:00 PM, Teleconference
- Museum, Thursday, Aug 27, 2020, 12:30 PM, Teleconference
- Fiber, Thursday, Aug 27, 2020, 2:30 PM, Teleconference
- Port/City Liaison, Tuesday, Sep 1, 2020, 8:30 AM, Teleconference
- Public Works, Tuesday, Sep 8, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Sep 9, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Sep 10, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Sep 14, 2020, 4:00 PM, Teleconference
- Planning, Monday, Sep 14, 2020, 5:00 PM, Teleconference
