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- The public may also 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 or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the [City Clerk](#) 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 virtual participation in Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

April 25, 2022
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Housing Affordability and Community Services Committee
 - b. Planning Committee
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of April 15, 2022 and April 18, 2022 (Action)
 - b. Approval of claims in the amount of \$324,623.76 (Action)
 - c. Interlocal Agreement #22-081-AFD-001 with Washington State Department of Natural Resources for Fire District Assistance (Action)
 - d. Contract Award: Boom Mower Replacement Purchase #22-128-ERR-001 (Action)
6. **Public Hearings**
 - a. * CDBG 2022 Annual Action Plan (Discussion)
 - b. * Resolution 3078: City Council Ward Redistricting Plan (Discussion/Possible Action)
7. **Closed Record Decision Hearings**
 - a. Closed Record Decision Hearing: CUP-2022-0002 - Samish Early Learning Center (Discussion/Action)
8. **Other Business**
 - a. * Skagit 911 Interlocal Agreement (Discussion)
 - b. * Community Youth Center Update (Discussion)

Per Resolution 3051, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on 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.

- c. * Grand View Cemetery Fee Update (Discussion)
 - d. Contract Modification: Wastewater Treatment Plant Outfall - Design #20-032-SEW-007
(Discussion/Action)
 - e. * Resolution 3080 Establishing the Lodging Tax Advisory Committee for 2022
(Discussion/Action)
9. **Adjournment**

Per Resolution 3051, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting.*

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Anacortes City Council Minutes - April 15, 2022

Call to Order

Mayor Matt Miller called to order the advertised special meeting of the Anacortes City Council at 8:08 a.m.

Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present. The retreat was facilitated by Kevin Meenaghan of Wardroom Success Strategies. Planning Director Don Measamer, Administrative Services Director Emily Schuh, Finance Director Steve Hogle, Fire Chief Bill Harris, Police Chief Dave Floyd, Children's Librarian Leslie Wilson, Parks Director Jonn Lunsford, Public Works Director Fred Buckenmeyer, City Attorney Darcy Swetnam, and Museum Director Bret Lunsford also participated. Members of the public connected to the meeting via Zoom at various points during the day.

Mr. Meenaghan reviewed the agenda for the day which included:

- Team development
- Governance and OPMA discussion
- Pre-retreat interview feedback
- Skill-building
- Budget priorities discussion

Team Development

Attendees participated in small group icebreaking and team building exercises introduced by Mr. Meenaghan .

Governance and OPMA discussion

Mr. Meenaghan invited councilmembers to share their reasons for undertaking elected public service.

Mr. Meenaghan guided a discussion of legislative and administrative/executive roles, communication between branches of government, and the mechanics of agenda setting. Several councilmembers requested that regular look ahead agendas be made available to councilmembers and the public. City Attorney Darcy Swetnam briefly reviewed the Open Public Meetings Act and recent legislative updates regarding OPMA.

Pre-retreat interview feedback

Mr. Meenaghan shared with the group the trends and observations that appeared during his one-on-one pre-retreat interviews with each of the elected and staff participants.

Budget Update

Finance Director Steve Hogle shared a slide deck summarizing 2021 budget performance, revenue trends and the 2023 budget development.

The attendees broke for lunch from 12:10 to 12:55.

Skill-building

Mr. Meenaghan led the group through an active listening exercise.

Budget priorities discussion

Mr. Meenaghan asked each councilmember to share his or her top three focus areas. He then asked each department head and then each councilmember to share top three budget priorities for 2023.

Councilmember Focus Areas

Ms. Hubik: housing, the environment and its impact on human health and wellness, and jobs

Ms. Moulton: infrastructure including parks and trails, housing and social services, and local business

Mr. Young: economic development, local retail opportunities, community diversity, and a convention center

Mr. McDougall: municipal fiber, carbon neutrality, affordable housing, and economic diversity

Ms. Cleland-McGrath: pavement, housing, early childhood care, fiber, setting realistic community budget expectations, Guemes Channel Trail, and the city website

Mr. Walters: housing and human services, building back better from COVID, capital project planning, and governance through the municipal code

Mr. Carter: public safety, transportation infrastructure, and economic development

Budget Priorities

Mr. Measamer: fill open staff positions, create an economic development strategic plan, the next comprehensive plan update, add one FTE for stormwater plans review and inspection

Ms. Schuh: adequate resources for risk management, transitioning back to live court proceedings including community court

Chief Harris: additional FTEs at Station 1, a standards of coverage study, exploring partnerships with Fire District 13, and construction of Fire Station 3

Chief Floyd: building officer staffing to at least the statewide level of 1.7 per 1000 residents, animal impound planning, and staffing support for expanding court sessions including city prosecution services

Bret Lunsford: re-establishing full staffing and full programming following COVID

Ms. Swetnam: continuing support for all departments for contracting, records management including Laserfiche, and legal representation, staff development, and prosecution services

Mr. Buckenmeyer: stormwater, wastewater, specifically the incinerator, and water rights

Jonn Lunsford: maintain staffing levels, and accommodating donor generosity for new facilities

Ms. Wilson: maintaining the supplies/book budget, maintaining the relationships with the foundations that fund programs, and maintaining the training budget

Mr. Hoglund: maintain services without increasing costs, and implementing OpenGov efficiently

Mr. Walters: fund pavement management at or beyond established level, fiber funding per plan

Mr. McDougall: ditto, and police and fire FTEs

Ms. Cleland-McGrath: pavement, fiber, staffing needs in other departments

Mr. Carter: community center, police and fire staffing and equipment, Guemes Island Trail

Ms. Moulton: meet current commitments for pavement and fiber, keep parks and library and museum strong

Ms. Hubik: staffing levels, community center, fiber

Mr. Young: economic development

Mr. Walters suggested also looking for new revenue streams.

Adjournment

There being no further business, at approximately 2:55 p.m. the Anacortes City Council meeting of April 15, 2022 was adjourned.

Anacortes City Council Minutes - April 18, 2022

Call to Order Special Joint Meeting with the Port of Anacortes Commission

Mayor Matt Miller called to order the advertised special joint meeting of the Anacortes City Council and the Port of Anacortes Commission at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present.

Port of Anacortes Commission Chair Bonnie Bowers called the meeting to order for the Port.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Resolution 3081: Maritime Strategic Plan 2022

Planning Director Don Measamer presented Resolution 3081 which would adopt a revised 2022 version of the Anacortes Maritime Strategic Plan jointly prepared by the City of Anacortes, the Port of Anacortes, the Anacortes Chamber of Commerce and the Economic Development Alliance of Skagit County. Mr. Measamer reviewed the plan and its collaborative development. Commissioners and councilmembers commented favorably on the plan and made suggestions for future revisions.

RYAN WALTERS moved, seconded by ANTHONY YOUNG, to approve Resolution 3081 as presented. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, Amanda Hubik. Nays - None. Result: Passed

The Port Commission also voted to approve the 2022 Maritime Strategic Plan.

Ceremonial Signing of Maritime Strategic Plan

Mayor Miller, Port of Anacortes Executive Director Dan Worra, Anacortes Chamber of Commerce Executive Director Jesica Kiser and EDASC CEO John Sternlicht signed the Plan.

Adjournment

There being no further business, at approximately 6:52 p.m. the Anacortes City Council special joint meeting with the Port of Anacortes Commission was adjourned.

Anacortes City Council Minutes - April 18, 2022

Call to Order - Special 7:00 Start Time

Mayor Matt Miller called to order the Anacortes City Council meeting of April 18, 2022 at the advertised special start time of 7:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor thanked Council and staff for attending the City Council retreat the prior Friday.

Public Works Committee

The Mayor announced that the committee meeting scheduled for earlier in the evening had been cancelled.

Port/City Liaison Committee

The Port/City Liaison Committee had no report.

Housing Affordability and Community Services Committee

Mr. Walters reported from the Committee meeting held the previous Thursday. The meeting consisted of a presentation by the Executive Director for the Bellingham Housing Authority.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda.

Pat Gardner thanked the Mayor for working on a cleanup job on H Avenue. Ms. Gardner expressed concern that the property was deteriorating once again.

Shaunie McLeod, chairperson for the Anacortes Pride organization, followed up on her email to Council and Mayor. Ms. McLeod said that the newly formed Pride group joined in the 4th of July Parade in 2021. She reported on the activities and mission of Anacortes Pride. Ms. McLeod asked the City to proclaim June 2022 Pride Month in Anacortes.

Consent Agenda

Mr. Walters removed Item 5f, Contract Award: OpenGov Budget Module #22-125-FIN-001, from the Consent Agenda.

Mr. McDougall removed Item 5c, Street Fair Application - Anacortes Pride Parade, from the Consent Agenda.

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

- a. Minutes of April 11, 2022
- b. Approval of claims in the amount of \$1,191,495.67
 - The following vouchers/checks were approved for payment:
 - EFT numbers: 102978 through 103034, total \$1,116,212.73
 - Check numbers: 102963 through 102977, total \$56,926.36
 - Wire transfer numbers: 302014 through 302209, total \$18,356.58

- d. Street Fair Application - Anacortes Farmers Market
- e. Street Fair Application - Anacortes High School Senior Parade

- c. Street Fair Application - Anacortes Pride Parade
Mr. McDougall noted that the agenda bill indicates the event will take place July 18, but the application is for June 18. Mr. McDougall moved, seconded by Mr. Young, to approve the application for June 18, 2022. The motion carried unanimously by voice vote.

- f. Contract Award: OpenGov Budget Module #22-125-FIN-001
Mr. Walters requested a commitment from the Finance Department to work with the Finance Committee to implement the software, particularly the capital facility planning module. Finance Director Steve Hoglund concurred. Mr. Walters moved, seconded by Mr. McDougall, to approve the contract. The motion carried unanimously by voice vote.

CLOSED RECORD DECISION HEARINGS

Closed Record Decision Hearing: CUP-2022-0001 - Fiddlehead School Expansion

Senior Planner Emily Morgan presented an application for a Conditional Use Permit from the Fiddlehead Montessori School for the expansion of the school campus for the addition of a pre-school facility. Ms. Morgan summarized the project. Her slide presentation was included in the packet materials for the meeting. Ms. Morgan reported that on April 6, 2022, after an open record public hearing, the Planning Commission had recommended approval of the permit, subject to all staff recommended conditions of approval, except for striking recommendation #5.

Mayor Miller invited parties of record to comment on this agenda item. No one present wished to address the Council. The mayor closed the hearing.

CHRISTINE CLELAND-MCGRATH moved, seconded by Amanda Hubik, to approve CUP-2022-0001, a conditional use permit application for the expansion of the Fiddlehead School subject to the conditions contained within the staff report of record. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, Amanda Hubik. Nays - None. Result: Passed

OTHER BUSINESS

Contract Award: WTP Energy Study #22-123-WTR-001

Interim Public Works Director Brian McDaniel requested City Council consent to award a contract in the amount of \$149,874.00 to Brown and Caldwell to perform an energy study for the Water Treatment Plant. Mr. McDaniel summarized the grant funded scope of work and recommended approval of the contract.

RYAN WALTERS moved, seconded by BRUCE MCDUGALL, to authorize the Mayor to sign contract 22-123-WTR-001 with Brown and Caldwell in the amount of \$149,874.00 to perform the WTP Energy Study. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, Amanda Hubik. Nays - None. Result: Passed

Ordinance 4021: Amending Title 6 AMC regarding Animals

City Attorney Darcy Swetnam introduced draft Ordinance 4021 which would amend Anacortes Municipal Code Chapter 6.08 regarding dangerous and potentially dangerous dogs. She explained the specific updates proposed to the chapter. Ms. Swetnam's slide presentation was added to the packet materials for the meeting. Animal

Control Officer Zabrina Nybo responded to councilmember questions about the chapter.

Ms. Moulton asked staff to revise the definition of "provoked" to match the RCW. She questioned the Exemptions to Requirements section.

Mr. Walters asked to revise 6.08.015.A(a) to "bites" rather than "inflicts one or more bites on". He agreed with Ms. Moulton that the definition of provokes should match the RCW. He suggested linking some events to violations of the leash law. He said section 6.08.170 needs to letter paragraph "B". He agreed with the proposal that some misdemeanors should be changed to civil infractions but said the misdemeanor language is still in this chapter, which is appropriate for negligence.

Officer Nybo explained the extensive requirements to earn a Canine Good Citizen exemption from a potentially dangerous designation, which includes significant obligations on the owner. She discussed the interaction of the leash law.

Mr. Walters noted that in 6.08.015 "Dangerous dog" includes any dog previously declared potentially dangerous in another jurisdiction but that the definition of "Potentially dangerous dog" does not include that language. Officer Nybo explained that the intent is that any dog that has previously been declared potentially dangerous anywhere should automatically be considered potentially dangerous in Anacortes so that subsequent transgressions would elevate that dog's status to dangerous. Ms. Swetnam said she would adjust the definition language to achieve that.

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

Pat Gardner noted that many people adopt dogs and may not know of pre-existing aggressive tendencies in the dog. She urged that owners be held responsible for their pets.

Adjournment

There being no further business, at approximately 7:55 p.m. the Anacortes City Council meeting of April 18, 2022 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 April 25, 2022 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
302612	1/28/2022	7072676	DEMCO, INC.	TECH SERVICES SUPPLIES	\$ 269.29	publib
300501	2/2/2022	915873088	BSN SPORTS, LLC	REC DEPT SPORTS EQUIPMENT	\$ 779.28	pkrec
300930	2/4/2022	213433325	SURETY PEST CONTROL	LIBRARY PEST CONTROL	\$ 75.07	publib
301150	2/10/2022	225803804	SURETY PEST CONTROL	WWTP PEST CONTROL	\$ 174.08	dwwtp
300743	2/17/2022	4445	RAINIER ENVIRONMENTAL LAB	LAB TESTING	\$ 650.00	wwtpcc
300386	2/23/2022	1118659818	FERRELLGAS, LP	WA PARK PROPANE	\$ 540.65	parks1
301031	2/24/2022	5006844445	FERRELLGAS, LP	FEB PROPANE INVOICE - AUTOGAS ACCOUNT	\$ 256.90	finance
300062	3/2/2022	2-592167-24	DIAMOND RENTALS, INC.	GRANDVIEW RESTROOMS 1/31-3/2/22	\$ 365.00	parks1
300064	3/2/2022	2-592165-24	DIAMOND RENTALS, INC.	GRANDVIEW RESTROOMS 1/31-3/2/22	\$ 140.00	parks1
302602	3/4/2022	CD202210633	ENVIROTECH SERVICES, INC	DEICER	\$ 4,211.76	dshop
301074	3/4/2022	847475	PACIFIC LAMP & SUPPLY COMPANY	HYBRID SOLAR LIGHT FOR EV IN EAST CITY HALL PARKING LOT	\$ 1,588.48	pwfacc
302604	3/7/2022	264262	ENNIS-FLINT, INC, FLINT TRADING DIVISION	40" HANDICAP SYMBOL	\$ 849.76	dshop
300196	3/7/2022	34684	THRIFTY CLEANERS	UNIFORM CLEANING FEB 2022	\$ 295.67	apd
300625	3/9/2022	656000202396	ARAMARK	STA 3 MAT/MOP SERVICE: 3/9	\$ 16.32	medic
300488	3/9/2022	927143	BAYSHORE OFFICE PRODUCTS INC	FURNITURE/SUPPLIES COUNCIL CHAMBERS/OPS	\$ 1,623.54	pwfacc
300491	3/9/2022	927338	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 22.41	fibercc
300421	3/9/2022	228106057	SURETY PEST CONTROL	GRAND VIEW PEST CONTROL	\$ 50.05	parks1
300499	3/9/2022	9505189436	TELEFLEX LLC	2 BOXES OF STABILIZERS	\$ 110.89	afdcc
300397	3/10/2022	i7135	A-1 MOBILE LOCK AND KEY, INC.	WA PARK RESTROOM LOCKS	\$ 930.24	parks1
300483	3/10/2022	114-5822679-9175407	AMAZON.COM SERVICES, INC	MONITOR ENGINEERING	\$ 189.95	infosyscc
300516	3/10/2022	656000203292	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 72.28	dshop
300526	3/10/2022	656000203265	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
300628	3/10/2022	656000203230	ARAMARK	STA 2 MAT/MOP SERVICE: 3/10	\$ 16.31	medic
300629	3/10/2022	656000203232	ARAMARK	STA 1 MAT/MOP SERVICE: 3/10	\$ 22.63	medic
300595	3/10/2022	927446	BAYSHORE OFFICE PRODUCTS INC	ASAC OFFICE SUPPLIES	\$ 108.54	parkscc1
300489	3/10/2022	0798 001 7019	BEST BUY STORES, L.P.	FACILITY USE ITEM CITY HALL	\$ 130.55	pwfacc
300500	3/10/2022	22-06581	EDGE ANALYTICAL, INC	LAB TESTING EFFLUENT WETWELL	\$ 24.65	wwtpcc
300482	3/10/2022	3303431	HARBOR FREIGHT TOOLS	UTILITY HOOKS	\$ 26.08	afdcc
300485	3/10/2022	U2216010618	ICONIX WATERWORKS INC	PIPE GASKET LUBE	\$ 10.25	wtpcc
300579	3/10/2022	994361	NAPA	LUBRIGARD	\$ 23.34	wtpcc
300495	3/10/2022	Z0035011	NOVUS AUTO GLASS	REPLACE WINDSHIELD: 2903 (210A)	\$ 488.51	afdcc

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300581	3/10/2022	0638792-IN	REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 42.59	wwtpcc
300580	3/10/2022	593 54 63 8854	SAFEWAY INC	REC DEPT SUPPLIES FOR CLASS	\$ 27.50	pkreccc
300493	3/10/2022	J68723	SEBO'S DO-IT CENTER	TOOLS & INSTALLATION SUPPLIES	\$ 99.26	fibercc
300496	3/10/2022	J68514	SEBO'S DO-IT CENTER	PARKS MAINTENANCE NEEDS	\$ 14.92	parksccl
300497	3/10/2022	J68837	SEBO'S DO-IT CENTER	SUPPLIES FOR SHOP #90009	\$ 6.07	shopcc
300498	3/10/2022	9505189437	TELEFLEX LLC	I BOX EZ-IO 25 MM NEEDLES	\$ 560.58	afdcc
300494	3/10/2022	220272	T-SHIRTS BY DESIGN	UNIFORMS	\$ 32.64	pwfacc
300582	3/10/2022	28737593	US BANK	HOTEL STAY; NATIONS - INVESTIGATION AND EVIDENCE COLLECTION OUT OF STATE	\$ 123.63	apdcc
300487	3/10/2022	VP_1TWK88BX	VISTAPRINT	BUINESS CARDS, EM, NG, KM	\$ 65.27	plancc
300490	3/10/2022	VP_7LJ3WQM	VISTAPRINT	BUSINESS CARDS; CAPT FULLER, SRO KELLINGTON AND OFC DOTZAUER	\$ 65.27	apdcc
300486	3/10/2022	204417	ZIPS TRUCK EQUIPMENT, INC	LIGHTS #1000	\$ 1,208.62	shopcc
300592	3/11/2022	114-0531927-7708205	AMAZON.COM SERVICES, INC	SENIOR CENTER OFFICE SUPPLIES	\$ 25.27	parksccl
300747	3/11/2022	114-6543402-9776231	AMAZON.COM SERVICES, INC	SENIOR CENTER OFFICE SUPPLIES	\$ 6.52	parksccl
301371	3/11/2022	1071441	BUILDERS EXCHANGE OF	BID DOCUMENTS FOR 2022 WATERLINE REPLACEMENTS, WWWTP OUTFALL PROJECT	\$ 179.75	pw1
300574	3/11/2022	X60609	COASTAL FARM &	SAFETY BOOTS - ANA	\$ 146.87	wtpcc
300593	3/11/2022	E66610	COASTAL FARM &	ANA SAFETY GEAR	\$ 493.89	wtpcc
300484	3/11/2022	XK6P9MRW3	DELL MARKETING LP	KEYBOARD ENGINEERING	\$ 76.15	infosyscc
300597	3/11/2022	20P3576	INGRAM LIBRARY SERVICES, LLC	BOOK ORDERS: YOUTH, TEEN, ADULT	\$ 4,343.31	libcc
300575	3/11/2022	J68989	SEBO'S DO-IT CENTER	DEPOT	\$ 21.94	pwfacc
300576	3/11/2022	J69131	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPIES	\$ 31.95	parksccl
300613	3/11/2022	J69076	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 3.83	parksccl
300614	3/11/2022	5394-0	SHERWIN WILLIAMS	MAINTENANCE - ADMIN BUILDING PAINT	\$ 1,137.00	wwtpcc
300585	3/11/2022	213434108	SURETY PEST CONTROL	PEST CONTROL ACC 34803359, 2102 PENN AVE, ROCKRIDGE	\$ 41.34	wtpcc
300586	3/11/2022	213434733	SURETY PEST CONTROL	PEST CONTROL ACC 34803358, 3802 MARINE HEIGHTS, CASTILLEJA	\$ 41.34	wtpcc
300587	3/11/2022	213431860	SURETY PEST CONTROL	PEST CONTROL ACC 34798464, 2205 37TH ST, A AVE	\$ 41.34	wtpcc
300588	3/11/2022	213434860	SURETY PEST CONTROL	PEST CONTROL ACC 34803357, 6996 SAN JUAN, FIDALGO	\$ 41.34	wtpcc
300948	3/11/2022	214567279	SURETY PEST CONTROL	OPS 2201 37TH ST, PEST CONTROL	\$ 73.98	dshop
300577	3/12/2022	112-8499256-1209810	AMAZON.COM SERVICES, INC	TURBO TABS FOR IFC MANUAL	\$ 18.36	afdcc
300589	3/12/2022	112-0335951-6349804	AMAZON.COM SERVICES, INC	FRAME	\$ 20.45	wtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
300611	3/12/2022	112-1482241-5393033	AMAZON.COM SERVICES, INC	LIBRARY SUPPLIES	\$ 44.54	libcc
300583	3/12/2022	254541	NAPA	MAINTENANCE SUPPLIES	\$ 8.37	wwtpcc
300596	3/12/2022	514248	WHISTLE WORKWEAR	WORKBOOTS	\$ 176.25	fibercc
300584	3/13/2022	I53526/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 45.02	wwtpcc
300590	3/13/2022	112-6802856-3041016	AMAZON.COM SERVICES, INC	SHARPIES	\$ 8.68	wtpcc
300591	3/13/2022	112-2739405-4436219	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 46.83	wtpcc
300594	3/13/2022	111-9828991-5849013	AMAZON.COM SERVICES, INC	CHILDREN'S BOOK	\$ 19.99	libcc
300615	3/13/2022	111-7346380-2281029	AMAZON.COM SERVICES, INC	HINGES - 29-2 CABINET REPAIR	\$ 38.66	afdcc
300612	3/13/2022	J70123	SEBO'S DO-IT CENTER	WALL PLATE - 29-2	\$ 0.75	afdcc
300578	3/13/2022	15375	TAYLOR'S TINS	DATA TAGS FOR GAS MONITORS	\$ 63.00	afdcc
300691	3/14/2022	I53871/1	ACE HARDWARE	FACILITY USE ITEM	\$ 14.68	pwfacc
300696	3/14/2022	112-4897319-7395437	AMAZON.COM SERVICES, INC	LIBRARY SUPPLIES	\$ 24.61	libcc
300697	3/14/2022	112-1520079-1230617	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 11.40	libcc
300705	3/14/2022	111-3749103-7183462	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 114.93	wwtpcc
300616	3/14/2022	656000204529	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 72.68	dwwtp
300700	3/14/2022	0PJ57899RY91791fT	ASSOCIATION OF WASHINGTON	PURCHASE SINGLE JOB POSTING - ASSIST FIRE CHIEF	\$ 50.00	hrcc1
300694	3/14/2022	17213	CABLETEC MANUFACTURING INC	CONDUIT COUPLERS	\$ 1,691.28	fibercc
300703	3/14/2022	U2216011170	ICONIX WATERWORKS INC	PVC PIPE- STREET DEPT	\$ 240.53	shopcc
300749	3/14/2022	0638995-IN	REISNER DISTRIBUTOR INC	LUBE OIL- SOLID WASTE	\$ 77.23	shopcc
300690	3/14/2022	J70454	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 20.45	parksc1
300704	3/14/2022	J70543	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 11.72	parksc1
300617	3/14/2022	228105690	SURETY PEST CONTROL	WA PARK PEST CONTROL	\$ 79.42	parks1
300695	3/14/2022	1398954	UNIFIRST CORPORATION	WTP LAUNDRY - 4 INVOICES 0623558, 0622422, 0621274, 0620101	\$ 532.63	wtpcc
300702	3/14/2022	002436	WFCA: THE DAILY DISPATCH	ASSISTANT FIRE CHIEF JOB POSTING ANNOUNCEMENT	\$ 330.00	hrcc1
300701	3/14/2022	8839	WOMEN IN FIRE	ASSISTANT FIRE CHIEF JOB POSTING ANNOUNCEMENT	\$ 130.00	hrcc1
300699	3/15/2022	114-8412303-1023465	AMAZON.COM SERVICES, INC	IPHONE CHARGERS	\$ 21.52	pwfacc
300806	3/15/2022	154690	BAYSHORE OFFICE PRODUCTS INC	PARKS OFFICE SUPPLIES	\$ 13.83	parksc1
300796	3/15/2022	2030162	BLACKSTONE PUBLISHING	AUDIO BOOK	\$ 50.00	libcc
300698	3/15/2022	Y-90274	BRODART COMPANY	TECH SERVICES SUPPLIES	\$ 567.07	libcc
300739	3/15/2022	0188-1009564	CONSOLIDATED ELECTRICAL	LIBRARY CHARGING STATION 2 OF 2	\$ 360.11	pwfacc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
300740	3/15/2022	0188-1009564	CONSOLIDATED ELECTRICAL	LIBRARY CHARGING STATION 1 OF 2	\$ 149.61	pwfacc
300741	3/15/2022	768327	FRONTIER BUILDING SUPPLY	LIBRARY CHARGING STATION	\$ 69.72	pwfacc
300745	3/15/2022	2829945	FRONTIER BUILDING SUPPLY	FACILITY USE OPS/WM/FIBER/PARKS	\$ 680.01	pwfacc
300751	3/15/2022	605673	IDEAL RENT-ALL	PARKS MAINTENANCE RENTAL	\$ 528.28	parkscc1
300795	3/15/2022	3237276	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 103.15	wwtpcc
300742	3/15/2022	J71108	SEBO'S DO-IT CENTER	LIBRARY CHARGING STATION	\$ 15.97	pwfacc
300750	3/15/2022	J70948	SEBO'S DO-IT CENTER	TUBING CUTTER, CARABINER CLIPS	\$ 25.15	shopcc
300921	3/15/2022	229184164	SURETY PEST CONTROL	SENIOR CENTER PEST CONTROL	\$ 87.04	parks1
300938	3/15/2022	213431775	SURETY PEST CONTROL	STA 2 GUTTER CLEANING	\$ 150.14	medic
300693	3/15/2022	L2107432173	SWEETWATER SOUND, LLC	POWER SUPPLY FOR STEAM KIT	\$ 156.58	libcc
300746	3/15/2022	128129Y80307442282	UNITED PARCEL SERVICE, INC	SHIP PART FOR SERVICE TO WATSON MARLOW	\$ 41.09	wtpcc
300748	3/15/2022	INV137967013	ZOOM VIDEO COMMUNICATIONS INC.	ZOOM LIBRARY SUBSCRIPTION FOL	\$ 16.30	libcc
300708	3/16/2022	113-3312282-4907418	AMAZON.COM SERVICES, INC	FLASHLIGHTS	\$ 292.30	dshop
300798	3/16/2022	114-9244271-4816212	AMAZON.COM SERVICES, INC	BATTERY CHARGER FOR SHIELD LIGHTS	\$ 13.81	apdcc
300804	3/16/2022	114-1171302-5609815	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES- SHOP	\$ 31.42	shopcc
300894	3/16/2022	928169	BAYSHORE OFFICE PRODUCTS INC	EXHIBIT EXPENSE	\$ 19.15	museumcc
300916	3/16/2022	926766	BAYSHORE OFFICE PRODUCTS INC	MAINTENANCE SUPPLIES	\$ 109.78	wwtpcc
300813	3/16/2022	E69309	COASTAL FARM &	RAINGEAR	\$ 78.33	fibercc
300794	3/16/2022	5997	DORNBOS SIGN & SAFETY INC	MUTCD SIGN CHART	\$ 26.70	shopcc
300808	3/16/2022	769062	FRONTIER BUILDING SUPPLY	PARTS- STREET DEPT	\$ 76.10	shopcc
300800	3/16/2022	S020351894.001	KELLER SUPPLY COMPANY	FACILITY USE ITEM OPS/PARKS/WM/FIBER	\$ 37.08	pwfacc
300805	3/16/2022	8929987	LIBRARY JOURNAL	LIBRARY JOURNAL SUBSCRIPTION RENEWAL	\$ 104.99	libcc
300896	3/16/2022	99745873	MARRIOTT	MARRIOTT AUTOGRAPH COLLECTION HISTORIC DAVENPORT HOTEL	\$ 553.44	execc
300807	3/16/2022	00105474	OWEN EQUIPMENT COMPANY	DIGGING PIPE	\$ 220.67	shopcc
300793	3/16/2022	J71391	SEBO'S DO-IT CENTER	FACILITY USE LIBRARY	\$ 10.10	pwfacc
300810	3/16/2022	J71384	SEBO'S DO-IT CENTER	PARKS GENERAL MAINTENANCE	\$ 45.73	parkscc1
300915	3/16/2022	600001064	SKAGIT REGIONAL HEALTH	PHYSICALS: BOWEN, DOLAN,,SWITALSKI, BAKER, WITZEL	\$ 1,124.00	afdcc
300752	3/16/2022	71078168	ULINE, INC.	MAINTENANCE SUPPLIES	\$ 340.76	wwtpcc
300797	3/16/2022	69274D	US BANK	PARKING FEE TACOMA CONVENTION CENTER	\$ 12.00	pwfacc
300809	3/16/2022	VP_HXRX21GW	VISTAPRINT	DAN JONES BUSINESS CARDS	\$ 31.55	shopcc
300801	3/16/2022	HCN358MS3YJ	WASHINGTON STATE ASSOCIATION	WA STATE ASSOCIATION OF MUNICIPAL ATTORNEYS MEMBERSHIP	\$ 30.00	execc
300802	3/16/2022	032022-0067	WASHINGTON STATE ASSOCIATION	WA STATE ASSOCIATION OF MUNICIPAL ATTORNEYS	\$ 244.40	execc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
300917	3/17/2022	I55622/1	ACE HARDWARE	RAIN GEAR- TANNER M	\$ 76.15	shopcc
300799	3/17/2022	114-2052871-3149042	AMAZON.COM SERVICES, INC	RECHARGEABLE BATTERY FOR SHIELD LIGHTS	\$ 38.07	apdcc
300803	3/17/2022	111-4941302-0103430	AMAZON.COM SERVICES, INC	JUVENILE BOOKS	\$ 111.55	libcc
300811	3/17/2022	114-4825862-3962624	AMAZON.COM SERVICES, INC	PLASTIC BOXES - MEDS MACHINE	\$ 32.62	afdcc
300904	3/17/2022	112-4404013-6128212	AMAZON.COM SERVICES, INC	PHONE CHARGER FOR MATT KOEGEL'S DESK	\$ 26.10	infosyscc
300905	3/17/2022	111-8237639-8326637	AMAZON.COM SERVICES, INC	CHILDREN'S BOOK	\$ 17.35	libcc
300906	3/17/2022	114-4499459-2459427	AMAZON.COM SERVICES, INC	PARTS VEH #1000	\$ 140.83	shopcc
300907	3/17/2022	114-7721033-1664210	AMAZON.COM SERVICES, INC	PARTS VEH #1000	\$ 328.76	shopcc
300908	3/17/2022	113-2135262-9857024	AMAZON.COM SERVICES, INC	SOCKET SPLITTER #1000	\$ 17.38	shopcc
300909	3/17/2022	114-3905838-5448200	AMAZON.COM SERVICES, INC	RACK STRAP- #1000	\$ 213.24	shopcc
300910	3/17/2022	113-6892582-1277806	AMAZON.COM SERVICES, INC	WEBCAM	\$ 43.51	infosyscc
300814	3/17/2022	656000206310	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.64	dshop
300818	3/17/2022	656000206312	ARAMARK	OPS: MAT CLEANING	\$ 77.12	dshop
301012	3/17/2022	656000206238	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
300992	3/17/2022	928378	BAYSHORE OFFICE PRODUCTS INC	LIBRARY SUPPLIES	\$ 37.73	libcc
300918	3/17/2022	6250	BIG 5 SPORTING GOODS	RECREATION SUPPLIES FOR SPORTS	\$ 95.51	pkreccc
300898	3/17/2022	ANA01	EDGE ANALYTICAL, INC	WATER ANALYSIS - 9 INVOICES	\$ 1,871.00	wtpcc
300892	3/17/2022	16291651	EWING IRRIGATION PRODUCTS, INC	PARKS BASEBALL FIELD SUPPLIES	\$ 223.08	parksc1
300987	3/17/2022	WAANA140465	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 95.82	wwtpcc
300897	3/17/2022	769683	FRONTIER BUILDING SUPPLY	SUPPLIES- CAT SHACK	\$ 17.64	shopcc
300984	3/17/2022	255022	NAPA	PARTS TRUCK #171	\$ 11.41	shopcc
300899	3/17/2022	43276845323	NW WA SUBSECTION PNWS-AWWA	PNWS AWWA CONFERENCE REGISTRATION - ISAAC B 4/27	\$ 250.00	wtpcc
300895	3/17/2022	J71805	SEBO'S DO-IT CENTER	HAMMER	\$ 35.18	shopcc
300900	3/17/2022	J71938	SEBO'S DO-IT CENTER	4" MASONRY CUT OFF	\$ 7.65	shopcc
300911	3/17/2022	J71997	SEBO'S DO-IT CENTER	PARKS GENERAL MAINTENANCE	\$ 10.65	parksc1
300912	3/17/2022	J71976	SEBO'S DO-IT CENTER	BUFFER #11918	\$ 13.59	shopcc
300913	3/17/2022	J71982	SEBO'S DO-IT CENTER	FASTENERS #1000	\$ 18.29	shopcc
300902	3/17/2022	1223064	SKAGIT PUBLISHING LLC	APD SKAGIT VALLEY HERALD	\$ 182.00	apdcc
300903	3/17/2022	1223064	SKAGIT PUBLISHING LLC	APD ANACORTES AMERICAN	\$ 62.00	apdcc
300901	3/17/2022	113805	SUNLAND BARK & TOPSOILS	TOPSOIL FOR FIBER BACKBONE RESTORATION	\$ 45.57	fibercc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301260	3/17/2022	INV030364	WASHINGTON ASSOCIATION OF	WASPC ASSOCIATE DUES; CAPT FULLER	\$ 75.00	apd
300978	3/18/2022	9415609972	3M COMPANY	3M GREEN ELECTRO CUT FILM	\$ 368.09	shopcc
300991	3/18/2022	113-3437954-2641847	AMAZON.COM SERVICES, INC	PUMPING APPARATUS HANDBOOK	\$ 80.50	shopcc
300993	3/18/2022	928423	BAYSHORE OFFICE PRODUCTS INC	PARKS OFFICE SUPPLIES	\$ 51.73	parksccl
300995	3/18/2022	770381	FRONTIER BUILDING SUPPLY	PARKS MAINTENANCE SUPPLIES	\$ 29.07	parksccl
300982	3/18/2022	41600431689	LES SCHWAB TIRE CENTERS	FLAT TIRE REPAIR	\$ 21.76	shopcc
300981	3/18/2022	E0600HW6HX	MICROSOFT CORPORATION	AZURE DISASTER AND RECOVERY 2/2-3/1/22	\$ 1,359.22	infosyscc
300985	3/18/2022	255183	NAPA	ADAPTERS	\$ 8.14	shopcc
300977	3/18/2022	J72345	SEBO'S DO-IT CENTER	PARKS DEPT	\$ 23.45	pwfacccl
300979	3/18/2022	J72263	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES	\$ 148.09	museumcc
300997	3/18/2022	J72335	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 10.65	parksccl
300932	3/18/2022	214565171	SURETY PEST CONTROL	LIBRARY PEST CONTROL	\$ 75.07	publib
300980	3/18/2022	E/4959017	SWINOMISH CHEVRON	FUEL 900061	\$ 28.30	wdistcc
300989	3/18/2022	132381	THE HOSE SHOP, INC	STRAIGHT THRU COUPLER FEMALE PIPE	\$ 28.61	shopcc
300983	3/18/2022	7217204-00	TURF STAR WESTERN	ELEMENT-FILTER, PAD CUSHION #713	\$ 375.96	shopcc
300914	3/18/2022	65477055	ULINE, INC.	MAINTENANCE SUPPLIES	\$ 83.65	wwtpcc
300999	3/18/2022	347060	ZOLL MEDICAL CORPORATION	DEFIB CABLES	\$ 276.72	afdcc
300988	3/19/2022	I56776/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 92.99	wwtpcc
300990	3/19/2022	111-0221423-9458625	AMAZON.COM SERVICES, INC	CHILDREN'S PROGRAMS	\$ 65.06	libcc
300986	3/19/2022	7002010032	AMERICAN WATER WORKS	ONLINE HIGH-TECH OP COURSE 1, 2 AND 3; WTP OP LEVEL 3 COURSE; M2 INST MATERIAL	\$ 1,175.00	wtpcc
300976	3/19/2022	38939513	LIFELINE	LIFELINE SERVICES, MEAD, LEOFF1 RETIREE	\$ 55.13	hrcccl
300994	3/19/2022	5596-0	SHERWIN WILLIAMS	MAINTENANCE SUPPLIES - ADMIN BUILDING PAINT	\$ 45.67	wwtpcc
300998	3/20/2022	114-9800099-9932203	AMAZON.COM SERVICES, INC	PLASTIC BOXES - MEDS MACHINE	\$ 32.62	afdcc
301000	3/20/2022	111-2839340-7307440	AMAZON.COM SERVICES, INC	REPLACE COFFEE POT 29-2	\$ 141.39	afdcc
301001	3/20/2022	03/20/2022	US BANK	OPERATING SUPPLY	\$ 92.70	shopcc
301065	3/21/2022	I57452/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 52.86	wwtpcc
301070	3/21/2022	I57372/1	ACE HARDWARE	SUPPLIES	\$ 54.37	wdistcc
301072	3/21/2022	I57428/1	ACE HARDWARE	PARKS CEMETERY MAINTENANCE	\$ 34.26	parksccl
301064	3/21/2022	113-0596971-4049824	AMAZON.COM SERVICES, INC	DVD REQUESTS	\$ 27.19	libcc
301069	3/21/2022	111-4596198-4239457	AMAZON.COM SERVICES, INC	CHILDREN'S PROGRAMS FOL	\$ 97.91	libcc
301076	3/21/2022	111-0546008-0888234	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 23.93	wwtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301112	3/21/2022	928729	BAYSHORE OFFICE PRODUCTS INC	HR	\$ 13.03	pwfacc
301075	3/21/2022	22-07557	EDGE ANALYTICAL, INC	LAB TESTING	\$ 24.65	wwtpcc
301067	3/21/2022	WAANA140517	FASTENAL COMPANY	FASTENERS	\$ 24.01	shopcc
301115	3/21/2022	1741	LEIRA	LEIRA - TRAINING FOR BODY WORN CAMERAS; REC SVC MNG INGRAM	\$ 25.00	apdcc
301129	3/21/2022	593 5 190 3898	SAFEWAY INC	BATTERIES FOR BAY DOOR OPENERS	\$ 9.24	afdcc
301058	3/21/2022	J73631	SEBO'S DO-IT CENTER	FACILITY USE LIBRARY CHARGING STATION	\$ 15.71	pwfacc
301060	3/21/2022	J73791	SEBO'S DO-IT CENTER	OPERATING SUPPLY	\$ 4.90	wdistcc
301066	3/21/2022	J73923	SEBO'S DO-IT CENTER	FACILITY USE ASAC	\$ 52.18	pwfacc
301071	3/21/2022	J73673	SEBO'S DO-IT CENTER	FACILITY USE OPS/WM/FIBER/PKS	\$ 17.32	financecc
301059	3/21/2022	998383	SKAGIT COUNTY PUBLIC WORKS	PW22-0733 PERMIT	\$ 300.96	wdistcc
301061	3/21/2022	132421	THE HOSE SHOP, INC	PVC PARTS FOR SETTLED WATER REPLUMB	\$ 325.09	wtpcc
301062	3/21/2022	132422	THE HOSE SHOP, INC	GEAR CLAMP FOR SETTLED WATER REPLUMB	\$ 6.93	wtpcc
301068	3/21/2022	03/21/2022	WASHINGTON ASSOCIATION OF	2022 WAPRO VIRTUAL SPRING CONF; RECORDS SVS MNG INGRAM	\$ 65.00	apdcc
301119	3/21/2022	1976	WEST MARINE PRODUCTS, INC	CAULK WHITE 3 OZ	\$ 18.49	wdistcc
301073	3/21/2022	12451200	WILBUR-ELLIS COMPANY, LLC	PARKS MAINTENANCE SUPPLIES	\$ 421.91	parksccl
301063	3/21/2022	1825901	WOOD'S LOGGING SUPPLY	CABLE FOR SETTLED WATER REPLUMB	\$ 46.04	wtpcc
301114	3/22/2022	I57952/1	ACE HARDWARE	MAINTENANCE SUPPLIES - INCINERATOR SHUTDOWN	\$ 78.30	wwtpcc
301121	3/22/2022	I57900/1	ACE HARDWARE	PARKS MAINTENANCE SUPPLIES	\$ 117.49	parksccl
301108	3/22/2022	114-0678400-4093843	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 23.70	wwtpcc
301116	3/22/2022	112-7570308-0633808	AMAZON.COM SERVICES, INC	WIRELESS CHARGER	\$ 26.10	infosyscc
301117	3/22/2022	112-5873728-3377029	AMAZON.COM SERVICES, INC	APD CHARGING CABLES	\$ 1,599.00	infosyscc
301118	3/22/2022	114-7361648-2965818	AMAZON.COM SERVICES, INC	CLEANING SUPPLIES	\$ 45.22	shopcc
301125	3/22/2022	111-0448354-0090616	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 52.10	shopcc
301006	3/22/2022	656000208081	ARAMARK	LAUNDRY SERVICE FOR WWTP - 2021-03-21	\$ 73.13	dwwtp
301176	3/22/2022	928864	BAYSHORE OFFICE PRODUCTS INC	STAMP PADS	\$ 8.38	afdcc
301104	3/22/2022	0188-1009720	CONSOLIDATED ELECTRICAL	FACILITY USE ITEMS OPS/PARKS/WM/FIBER	\$ 55.10	pwfacc
301109	3/22/2022	18205899	DICK'S TOWING	TOW VEH #609	\$ 494.10	shopcc
301113	3/22/2022	3476240	FRONTIER BUILDING SUPPLY	FACILITY USE OPS/PARKS/WM/FIBER	\$ 890.62	pwfacc
301126	3/22/2022	KI-111828	KOFLO CORP	CAUSTIC SYSTEM PROJECT	\$ 826.37	wwtpcc
301173	3/22/2022	3237562	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 493.61	wwtpcc
301174	3/22/2022	3237563	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 253.84	wwtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301103	3/22/2022	2887-364623	O'REILLY AUTO PARTS	MAINTENANCE SUPPLIES - INCINERATOR SHUTDOWN	\$ 30.73	wwtpcc
301122	3/22/2022	838898.3	PACIFIC LAMP & SUPPLY COMPANY	LIGHT POLES FOR SOLAR LIGHTS CITY HALL NORTH PARKING LOT & LIBRARY	\$ 828.44	pwfacc
301120	3/22/2022	220535	REDBACK BOOTS	WORKBOOTS - MM	\$ 215.00	afdcc
301105	3/22/2022	J74157	SEBO'S DO-IT CENTER	FACILITY USE LIBRARY	\$ 12.11	pwfacc
301123	3/22/2022	J74197	SEBO'S DO-IT CENTER	LED TAPE LIGHT #1000	\$ 77.82	shopcc
301106	3/22/2022	5673-7	SHERWIN WILLIAMS	FACILITY USE ITEM OPS/WM/PARKS/FIBER	\$ 70.85	pwfacc
301111	3/22/2022	220331	T-SHIRTS BY DESIGN	OPERATING SUPPLIES	\$ 26.11	wwtpcc
301127	3/22/2022	202203211256284841	WM LAMPTRACKER, INC	EXPIRED RX DISPOSAL	\$ 129.00	afdcc
301184	3/23/2022	AKCA#139714	A KIDS COMPANY ABOUT	JUVENILE BOOKS	\$ 206.98	libcc
301171	3/23/2022	I58465/1	ACE HARDWARE	PARKS GENERAL MAINTENANCE	\$ 64.61	parksc1
301234	3/23/2022	300-10098707	ALL BATTERY SALES & SERVICE	GLOVES- SHOP	\$ 455.33	shopcc
301128	3/23/2022	111-7086620-4205807	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 25.34	wwtpcc
301188	3/23/2022	111-0448354-0090616	AMAZON.COM SERVICES, INC	COPY PAPER	\$ 36.11	shopcc
301266	3/23/2022	656000209292	ARAMARK	STA 3 MAT/MOP SERVICE: 3/23	\$ 16.32	medic
301179	3/23/2022	0798 055 5638	BEST BUY STORES, L.P.	SANDISK	\$ 249.77	infosyscc
301186	3/23/2022	0798 044 2064	BEST BUY STORES, L.P.	2 SETS COMPUTER SPEAKERS: 29-2 & 29-3	\$ 229.12	afdcc
301187	3/23/2022	246338D-5	BIRCH EQUIPMENT CO., INC	GENERATOR 55 KVA, DIESEL W/TRAILER	\$ 1,680.49	shopcc
301424	3/23/2022	1119007847	FERRELLGAS, LP	PROPANE- FACILITY	\$ 36.40	dshop
301181	3/23/2022	772451	FRONTIER BUILDING SUPPLY	FACILITY USE AT OPS	\$ 160.22	shopcc
301182	3/23/2022	772457	FRONTIER BUILDING SUPPLY	FACILITY USE AT OPS	\$ 21.15	shopcc
301172	3/23/2022	J74836	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES	\$ 16.96	museumcc
301183	3/23/2022	J74588	SEBO'S DO-IT CENTER	FASTENERS	\$ 6.01	shopcc
301185	3/23/2022	J74695	SEBO'S DO-IT CENTER	FASTENERS	\$ 11.84	wdistcc
301177	3/23/2022	114-12952088	UNITED SITE SERVICES, INC	PORTA POTTY INTAKE 2/22/22-3/21/22	\$ 57.98	wtpcc
301189	3/23/2022	VP_FMMSZ3NS	VISTAPRINT	BUSINESS CARDS: QO, CB, DL, JB	\$ 103.99	afdcc
301243	3/23/2022	30047920	WASHINGTON STATE FERRY (ALL)	FERRY RIDE TO FRIDAY HARBOR	\$ 98.50	shopcc
301231	3/24/2022	I59047/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 21.75	museumcc
301235	3/24/2022	I58957/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 139.85	wwtpcc
301236	3/24/2022	I63784/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 25.44	wwtpcc
301175	3/24/2022	114-8655721-7146652	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 54.12	wwtpcc
301233	3/24/2022	112-3883135-0645019	AMAZON.COM SERVICES, INC	BATTERIES FOR SCBAS	\$ 136.28	afdcc
301245	3/24/2022	113-3023367-4408228	AMAZON.COM SERVICES, INC	AUDIO SYSTEM #514	\$ 34.81	shopcc
301246	3/24/2022	114-4150007-9753012	AMAZON.COM SERVICES, INC	MAGNETIC LOCATOR	\$ 1,040.13	pwfacc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301247	3/24/2022	111-1330449-5285856	AMAZON.COM SERVICES, INC	LUNCH ROOM SUPPLY	\$ 41.52	shopcc
301248	3/24/2022	113-8743774-3731416	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 19.21	wwtpcc
301229	3/24/2022	001512120	AMERICAN HEART ASSOCIATION	PALS CLASS ONLINE	\$ 164.29	afdcc
301226	3/24/2022	28146	AMERICAN PUBLIC WORKS	PUBLIC WORKS DIRECTOR JOB POSTING ANNOUNCEMENT	\$ 375.00	hrcc1
301255	3/24/2022	656000209777	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.64	dshop
301258	3/24/2022	656000209720	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
301268	3/24/2022	656000209678	ARAMARK	STA 2 MAT/MOP SERVICE: 3/24	\$ 16.31	medic
301269	3/24/2022	656000209680	ARAMARK	STA 1 MAT/MOP SERVICE: 3/24	\$ 22.63	medic
301227	3/24/2022	1U2613313C500890W	ASSOCIATION OF WASHINGTON	PUBLIC WORKS DIRECTOR & ASSISTANT FIRE CHIEF RECRUITMENT	\$ 200.00	hrcc1
301238	3/24/2022	138986416	COSTCO WHOLESALE CORPORATION	SPILLMAN MONITOR FOR EACH STATION	\$ 587.49	afdcc
301244	3/24/2022	141068771	DEPARTMENT OF LICENSING	LICENSING- #1000	\$ 64.00	shopcc
301240	3/24/2022	773210	FRONTIER BUILDING SUPPLY	SUPPLIES- FACILITY USE	\$ 621.60	shopcc
301230	3/24/2022	826343	HOME SWEET HOME ANTIQUES	REFERENCE LIBRARY	\$ 10.88	museumcc
301239	3/24/2022	U2216013238	ICONIX WATERWORKS INC	CAULDER COUPLING	\$ 100.26	shopcc
301325	3/24/2022	234834052-001	OFFICE DEPOT, INC.	FACILITY USE IT DEPT	\$ 122.93	pwfaccc
301242	3/24/2022	386	POWELL'S CITY OF BOOKS	JUVENILE BOOKS	\$ 217.69	libcc
301232	3/24/2022	J75165	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES	\$ 9.86	museumcc
301237	3/24/2022	J75072	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - INCINERATOR	\$ 19.78	wwtpcc
301151	3/24/2022	225803805	SURETY PEST CONTROL	WWTP PEST CONTROL	\$ 174.08	dwwtp
301228	3/24/2022	10835	WATERANDWASTEWATERJOBS.COM	PUBLIC WORKS DIRECTOR JOB POSTING ANNOUNCEMENT	\$ 185.00	hrcc1
301326	3/25/2022	X47310/1	ACE HARDWARE	FACILITY USE ITEM	\$ 166.45	pwfaccc
301346	3/25/2022	I59762/1	ACE HARDWARE	FASTENERS	\$ 3.71	shopcc
301249	3/25/2022	114-3438615-0140263	AMAZON.COM SERVICES, INC	PENS	\$ 17.40	afdcc
301250	3/25/2022	114-3438615-0140263	AMAZON.COM SERVICES, INC	PHONE CASES	\$ 103.25	afdcc
301336	3/25/2022	112-8681912-0132239	AMAZON.COM SERVICES, INC	USB TO SERIAL ADAPTER	\$ 50.52	infosyscc
301343	3/25/2022	114-7528443-8990664	AMAZON.COM SERVICES, INC	FLAG CASE (JW RETIREMENT)	\$ 63.05	afdcc
301331	3/25/2022	96296	ASSOCIATION OF WASHINGTON	ASSOCIATION OF WASHINGTON CITIES	\$ 1,035.00	execc
301477	3/25/2022	929253	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 90.25	museumcc
301327	3/25/2022	0188-1009820	CONSOLIDATED ELECTRICAL	FACILITY USE ITEM	\$ 426.50	pwfaccc
302457	3/25/2022	6007480	FAMILY CARE NETWORK PLLC	PRE-EMPLOYMENT MEDICAL EXAM	\$ 238.00	apd
301335	3/25/2022	kvm-switch-626664	KVMGALORE	MONITOR FOR THE CAMERA VAN	\$ 987.90	infosyscc
301317	3/25/2022	18625a	RPM PERFORMANCE, LLC	LINEX SPRAY VEH #1000	\$ 1,110.63	shopcc
301341	3/25/2022	J75492	SEBO'S DO-IT CENTER	COFFEE FILTERS	\$ 14.34	afdcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301194	3/25/2022	8001238857	SHRED-IT USA, LLC	PICK-UP CONTAINER - CITY HALL	\$ 37.50	finance
301342	3/25/2022	1Z6TPD420300026814	UNITED PARCEL SERVICE, INC	MAINTENANCE	\$ 17.15	wwtpcc
301339	3/26/2022	114-6092984-9476256	AMAZON.COM SERVICES, INC	KEYSTAND W/60 NUMBERED HOOKS	\$ 433.95	shopcc
301316	3/26/2022	24340122	LOWE'S BUSINESS ACCOUNT/GEMB	HERCULES TAPE, EXT POLE	\$ 58.74	wtpcc
301324	3/26/2022	450126	MUJI PORTLAND	TEEN PROGRAM SUPPLIES	\$ 23.10	libcc
301320	3/26/2022	03/26/2022	POWELL'S CITY OF BOOKS	BOOKS	\$ 367.69	libcc
301321	3/26/2022	450126	POWELL'S CITY OF BOOKS	SUPPLIES FOR TEEN PROGRAMS. FOOD ITEMS.	\$ 33.99	libcc
301323	3/26/2022	43683258-1	THE HI-LO HOTEL	HI-LO HOTEL PLA CONFERENCE	\$ 1,042.60	libcc
301330	3/26/2022	77668	THE HI-LO HOTEL	PLA CONFERENCE	\$ 1,022.60	libcc
301338	3/26/2022	81078959-1	THE HI-LO HOTEL	PLA CONFERENCE	\$ 997.60	libcc
301314	3/27/2022	I60892/1	ACE HARDWARE	BRUSHES & SQUEEGIES FOR APPARATUS	\$ 43.50	afdcc
301329	3/27/2022	113-5315060-7587442	AMAZON.COM SERVICES, INC	MONITOR	\$ 315.51	infosyscc
301333	3/27/2022	112-6122352-0738613	AMAZON.COM SERVICES, INC	SPINDLE	\$ 8.66	wtpcc
301337	3/27/2022	112-0641194-3580237	AMAZON.COM SERVICES, INC	VIDEO CONVERTER FOR MONITOR FOR CAMERA VAN	\$ 13.46	infosyscc
301344	3/27/2022	112-1725475-0038619	AMAZON.COM SERVICES, INC	BEVERAGE DISPENSER	\$ 76.15	afdcc
301345	3/27/2022	112-6969494-2857046	AMAZON.COM SERVICES, INC	COFFEE FILTERS - 29-2	\$ 13.93	afdcc
301334	3/27/2022	E74271	COASTAL FARM &	WORKBOOT - SCHIBRET	\$ 95.73	fibercc
301683	3/27/2022	5006910494	FERRELLGAS, LP	MARCH PROPANE INVOICE - AUTOGAS ACCOUNT	\$ 132.19	finance
301313	3/27/2022	1106/0002/4334/0	KOHL'S	UNIFORM	\$ 181.84	shopcc
301318	3/27/2022	E0500I324F	MICROSOFT CORPORATION	AZURE PAY-AS-YOU GO 2/16-3/15/22	\$ 21.90	infosyscc
301319	3/27/2022	E0500I2VFK	MICROSOFT CORPORATION	DEVELOPER SUPPORT 2/16-3/15/22	\$ 29.00	infosyscc
301315	3/27/2022	J76408	SEBO'S DO-IT CENTER	APPARATUS BRUSH	\$ 21.75	afdcc
301328	3/27/2022	S0055325131	SIERRA	UNIFORM	\$ 27.19	shopcc
301332	3/27/2022	100042442	US BANK	WESTIN HOTEL AND RESORT BELLEVUE	\$ 201.52	execc
301340	3/27/2022	1000142443	US BANK	HOTEL STAY WESTIN BELLEVUE - NICOLE TESCH	\$ 243.52	pwfacc
301347	3/27/2022	1000142444	US BANK	HOTEL STAY AT WESTIN BELLEVUE - TIM HOHMANN	\$ 243.52	pwfacc
301410	3/28/2022	I61333/1	ACE HARDWARE	PARKS GENERAL MAINTENANCE	\$ 12.72	parksc1
301411	3/28/2022	I61585/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 18.79	museumcc
301415	3/28/2022	I61411/1	ACE HARDWARE	OFFICE SUPPLIES	\$ 19.13	fibercc
301658	3/28/2022	656000211479	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 70.91	dwwtp
301414	3/28/2022	66667	ATBATT.COM	MAINTENANCE SUPPLIES	\$ 26.88	wwtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301462	3/28/2022	929402	BAYSHORE OFFICE PRODUCTS INC	ELECTRICAL SURGE PROTECTOR	\$ 29.87	fibercc
301412	3/28/2022	329019934	GOTO TECHNOLOGIES USA, INC.	GOTOMEETING BUSINESS 3/28/22-3/27/23	\$ 208.90	infosyscc
301554	3/28/2022	1228762	GUARDIAN SECURITY SYSTEMS INC	WT PRESTON SOMKE DETECTOR REPAIR	\$ 474.26	pwfac
301471	3/28/2022	116200	INTERSTATE BATTERIES	BATTERIES- #030, #171, #210	\$ 571.04	shopcc
301426	3/28/2022	300623583	KCDA PURCHASING COOPERATIVE	COPY PAPER 2ND & 3RD FLOORS	\$ 518.22	financecc
301416	3/28/2022	J76905	SEBO'S DO-IT CENTER	SUPPLIES- FACILITY USE	\$ 33.40	shopcc
301270	3/28/2022	225808901	SURETY PEST CONTROL	STA 2: MARCH SERVICE	\$ 87.04	medic
301418	3/28/2022	8594128	TELEFLEX LLC	1 BOX EZ-IO NEEDLES	\$ 553.00	afdcc
301413	3/28/2022	SO14598	WITMER PUBLIC SAFETY GROUP INC	3 HYDRANT BAGS	\$ 485.13	afdcc
301469	3/29/2022	I61918/1	ACE HARDWARE	CAUSTIC SYSTEM REPAIR SUPPLIES	\$ 85.93	wwtpcc
301417	3/29/2022	112-7708109-3601836	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 128.60	libcc
301463	3/29/2022	112-9647075-1625810	AMAZON.COM SERVICES, INC	FLASHLIGHTS	\$ 150.91	wtpcc
301351	3/29/2022	#21351	ARCHIVE IMAGING SERVICES	SOCIAL MEDIA ARCHIVING SUBSCRIPTION	\$ 4,788.00	infosyscc
301425	3/29/2022	929579	BAYSHORE OFFICE PRODUCTS INC	COPY PAPER 3RD FLOOR	\$ 233.48	financecc
301465	3/29/2022	000037	CLEAN AND CLIP	K9 T-BONE GROOMING	\$ 50.00	apdcc
301454	3/29/2022	0188-1009864	CONSOLIDATED ELECTRICAL	FACILITY USE ITEM	\$ 244.80	pwfaccc
301467	3/29/2022	775260	FRONTIER BUILDING SUPPLY	SUPPLIES- FACILITY USE	\$ 527.76	shopcc
301475	3/29/2022	3493030	FRONTIER BUILDING SUPPLY	SUPPLIES- FACILITY USE	\$ 390.13	shopcc
301457	3/29/2022	2075689109	GODADDY.COM LLC	SSL CERTIFICATE RENEWAL FOR CITYOFANACORTES.ORG	\$ 899.98	infosyscc
301470	3/29/2022	007M4810	HARRINGTON INDUSTRIAL	MAINTENANCE SUPPLIES	\$ 2,327.94	wwtpcc
301466	3/29/2022	4188	NASSCO, INC	RECERTIFICATION FEE/MANUAL	\$ 375.00	shopcc
301473	3/29/2022	4187	NASSCO, INC	PACP/LACP/MACP RECERTIFICATION- SABEN W	\$ 375.00	shopcc
301453	3/29/2022	2Q49357	PLATT ELECTRIC SUPPLY INC	FACILITY USE ITEM	\$ 37.30	pwfaccc
302610	3/29/2022	70726368	PROQUEST LLC	NATIONAL THEATER SUBSCRIPTION	\$ 205.38	publib
301455	3/29/2022	J77123	SEBO'S DO-IT CENTER	FACILITY USE	\$ 12.74	pwfaccc
301464	3/29/2022	J77189	SEBO'S DO-IT CENTER	BACKBONE MATERAILS	\$ 61.91	fibercc
301472	3/29/2022	J77286	SEBO'S DO-IT CENTER	SURGE PROTECTOR, OUTLET- SHOP	\$ 27.28	shopcc
301474	3/29/2022	J77132	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 73.97	parkscc1
301480	3/29/2022	228105351	SURETY PEST CONTROL	CITY HALL PEST CONTROL	\$ 51.14	finance
301476	3/29/2022	IN165698	UNITED WESTERN SUPPLY COMPANY	MAINTENANCE SUPPLIES - INCINERATOR SAND	\$ 810.57	wwtpcc
301459	3/29/2022	3724485275	WAYFAIR LLC	OPERATING SUPPLIES - LOCKER	\$ 237.17	wwtpcc
301515	3/30/2022	I62834/1	ACE HARDWARE	SMALL TOOLS FOR 2901	\$ 132.68	afdcc
301619	3/30/2022	SFSQFQ	ALASKA AIRLINES	RETURN AIRFARE FOR SOMA CONFERENCE - JS	\$ 717.20	afdcc
301518	3/30/2022	114-6652930-5258646	AMAZON.COM SERVICES, INC	WIRELESS ADAPTER FOR COURT PROJECTOR	\$ 47.86	infosyscc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301532	3/30/2022	1729	BLUE GATOR PROTECTION MATS	CEMETERY EQUIPMENT	\$ 1,900.00	parksccl
301520	3/30/2022	776022	FRONTIER BUILDING SUPPLY	CONCRETE MIX- FACILITY USE	\$ 60.32	shopcc
301530	3/30/2022	007M4832	HARRINGTON INDUSTRIAL	SCRUBBER CAUSTIC PROJECT	\$ 50.55	wwtpcc
301524	3/30/2022	2023031	LAW ENFORCEMENT SEMINARS LLC	TRAINING; BACKGROUND INVESTIGATIONS FOR LE	\$ 395.00	apdcc
301523	3/30/2022	AR-27553	NORTHWEST ENVIRONMENTAL	ONLINE EROSION AND SEDIMENT CONTROL LEAD RE-CERT - DIANE H	\$ 195.00	pwfacc
301516	3/30/2022	WO Z0035131	NOVUS AUTO GLASS	WINDSHIELD #023	\$ 488.51	shopcc
301596	3/30/2022	518655	OSW EQUIPMENT & REPAIR, LLC	TARP FLANG #609	\$ 101.01	shopcc
301517	3/30/2022	INV00221079	PANTHEON SYSTEMS, INC	WEB HOSTING FEES FOR SAFEANDCLEANWATER.ORG	\$ 38.09	infosyscc
301525	3/30/2022	J77733	SEBO'S DO-IT CENTER	APPARATUS BRUSHES, HOSE REEL, NOZZLE (29-3)	\$ 140.96	afdcc
301529	3/30/2022	J77882	SEBO'S DO-IT CENTER	2" PVC SLIP CAP	\$ 7.66	wdistcc
301531	3/30/2022	J77833	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 17.04	parksccl
301618	3/30/2022	1000691	SPECIAL OPERATIONS MEDICAL ASS	CLASS/LAB REGISTRATION	\$ 240.00	afdcc
301528	3/30/2022	132696	THE HOSE SHOP, INC	SUPPLIES- SHOP	\$ 63.04	shopcc
301460	3/30/2022	21-9542	WASHINGTON PUBLIC TREASURERS	WPTA MEMBERSHIP INVOICE	\$ 50.00	financecc
301461	3/30/2022	QLNXTQNK53	WASHINGTON PUBLIC TREASURERS	WASHINGTON PUBLIC TREASURERS ASSOCIATION 2022 CONFERENCE	\$ 375.00	financecc
301600	3/31/2022	I63120/1	ACE HARDWARE	GRASS SEED	\$ 44.05	shopcc
301519	3/31/2022	114-5834048-4277849	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 146.88	wwtpcc
301522	3/31/2022	113-5154555-7064239	AMAZON.COM SERVICES, INC	REQUESTS	\$ 28.26	libcc
301527	3/31/2022	111-2183153-2324237	AMAZON.COM SERVICES, INC	JUVENILE BOOKS	\$ 27.19	libcc
301597	3/31/2022	114-7144296-2224237	AMAZON.COM SERVICES, INC	LEAD ACID 6V BATTERY CHARGER	\$ 11.86	infosyscc
301598	3/31/2022	114-2875079-5667406	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 86.99	wwtpcc
301609	3/31/2022	111-2218105-8092258	AMAZON.COM SERVICES, INC	WORK GLOVES	\$ 126.00	fibercc
301614	3/31/2022	112-5863024-0399412	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 66.15	libcc
301549	3/31/2022	656000213475	ARAMARK	OPS: MAT CLEANING	\$ 77.12	dshop
301555	3/31/2022	656000213472	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.64	dshop
301816	3/31/2022	656000213395	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
302444	3/31/2022	589	BOYS & GIRLS CLUBS	MARCH - LUNCH PROGRAM SERVICE PROVISION	\$ 200.00	finance
301615	3/31/2022	662 226 35 835	COSTCO WHOLESALE CORPORATION	1TB DISC DRIVES FOR DIGITAL FORENSIC EVIDENCE: DETECTIVES UNIT	\$ 260.62	apdcc
301751	3/31/2022	73038	DRIVE LINE SERVICE	U-JOINT KIT #515	\$ 229.01	shopcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301595	3/31/2022	WABUR231283	FASTENAL COMPANY	FIRST AID SUPPLIES	\$ 24.78	wtpcc
301606	3/31/2022	776648	FRONTIER BUILDING SUPPLY	FACILITY USE ITEMS	\$ 306.67	pwfacc
301765	3/31/2022	904-991-0680	GOOGLE ANALYTICS	GOOGLE ADVERTISING	\$ 150.90	fibercc
301607	3/31/2022	216625	GREEN RIVER COMMUNITY COLLEGE	WATER DISTRIBUTION MANAGER 3, 4 EXAM PREP - MIKE H	\$ 315.00	wtpcc
301593	3/31/2022	58915185	INDEED, INC.	MARCH JOB POSTING ANNOUNCEMENTS	\$ 545.89	hrcc1
302253	3/31/2022	3093773561	LEXISNEXIS	LEGAL ON-LINE RESEARCH PROGRAM 03/2022	\$ 332.93	legal
302259	3/31/2022	69874831	LINDE GAS & EQUIPMENT INC.	CYLINDER RENTAL FOR WWTP	\$ 280.26	dwwtp
301604	3/31/2022	10471	MH SERVICE & SUPPLY, LLC	ASAC USE ITEMS	\$ 643.19	pwfacc
301608	3/31/2022	S1688254	MROSUPPLY.COM	ALLEN BRADLEY OPERATING LEVER	\$ 96.00	wtpcc
302618	3/31/2022	IN945374	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - MARCH 2022	\$ 6,214.75	fiber
302452	3/31/2022	2234	PUBLIC SAFETY PSYCHOLOGICAL	PSYCHOLOGICAL EVAL - PRE-EMPLOYMENT ANDERSON	\$ 410.00	apd
301784	3/31/2022	RH6005479	RED HILL GENERAL STORE	PARKS GENERAL MAINTENANCE SUPPLIES	\$ 24.82	parksccl
301780	3/31/2022	593 6 44 5587	SAFeway INC	MAINTENANCE SUPPLIES	\$ 83.73	wwtpcc
301592	3/31/2022	J78112	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 81.50	parksccl
301602	3/31/2022	J78154	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 6.08	shopcc
301610	3/31/2022	J8196	SEBO'S DO-IT CENTER	TAMPERS & SCREWDRIVER	\$ 101.26	fibercc
301611	3/31/2022	J78174	SEBO'S DO-IT CENTER	BATTERIES	\$ 23.93	wtpcc
301616	3/31/2022	J78354	SEBO'S DO-IT CENTER	FASTENERS #422	\$ 17.42	shopcc
301617	3/31/2022	J78360	SEBO'S DO-IT CENTER	PROPANE CYLINDER- SHOP	\$ 13.03	shopcc
302626	3/31/2022	1957	SKAGIT CONSERVATION DISTRICT	CITY OF ANACORTES NPDES GRANT BILLING FOR MARCH 2022	\$ 1,060.14	pw1
301601	3/31/2022	91563	SUPERIOR SYSTEMS, INC	WELD REPAIR FOR OIL PAN- #704	\$ 249.78	shopcc
301594	3/31/2022	132744	THE HOSE SHOP, INC	OIL SPILL SOCKS	\$ 67.11	wtpcc
301660	3/31/2022	USS-12980856	UNITED SITE SERVICES, INC	UNITEDSITE SERVICES 3/01-03/31/22	\$ 871.71	parks1
301603	3/31/2022	016930	US BANK	TRAINING IN WENATCHEE - GAS FOR TRIP; WEST POINT - PRUETT AND NATIONS	\$ 60.45	apdcc
302603	3/31/2022	1023204	USA DEBUSK, LLC	2022 INCINERATOR MAINTENANCE - SAND REMOVAL	\$ 2,671.20	dwwtp
301605	3/31/2022	1827840	WOOD'S LOGGING SUPPLY	MANHOLE PIN	\$ 252.48	pwfacc
301612	3/31/2022	1828174	WOOD'S LOGGING SUPPLY	CHAINSAW #13949 & #13950	\$ 1,670.46	shopcc
301745	4/1/2022	1390972	ABP INTERNATIONAL, INC	PURE ACCESS CLOUD FOR ISONAS DOOR KEYPADS	\$ 1,358.08	infosyscc
301758	4/1/2022	I58966/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 25.44	wwtpcc
301764	4/1/2022	I63877/1	ACE HARDWARE	EAR PROTECTORS	\$ 40.71	fibercc
301599	4/1/2022	114-3818070-1011468	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 111.09	wwtpcc
301613	4/1/2022	113-9789559-3321863	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES- SHOP	\$ 9.78	shopcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301748	4/1/2022	114-6221331-0473838	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 52.20	wwtpcc
301749	4/1/2022	114-8170266-0133027	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 65.26	wwtpcc
301752	4/1/2022	113-5373570-0916248	AMAZON.COM SERVICES, INC	REQUESTS/UNAVAILABLE	\$ 26.97	libcc
301753	4/1/2022	113-5364559-7970634	AMAZON.COM SERVICES, INC	BOOK REQUESTS/UNAVAILABLE	\$ 20.65	libcc
301754	4/1/2022	113-0877406-2844223	AMAZON.COM SERVICES, INC	TEEN SNACKS AND PRIZES FOL FOOD ITEMS	\$ 69.85	libcc
301755	4/1/2022	113-4054549-9937023	AMAZON.COM SERVICES, INC	TEEN OFFICE SUPPLIES	\$ 39.36	libcc
301756	4/1/2022	113-3773574-1689824	AMAZON.COM SERVICES, INC	TEEN OFFICE SUPPLIES	\$ 15.66	libcc
301770	4/1/2022	111-4362009-6490622	AMAZON.COM SERVICES, INC	ELECTRICIANS TAPE	\$ 251.36	fibercc
301767	4/1/2022	3215426959	ANACORTES CHAMBER OF COMMERCE	STATE OF THE SCHOOL DISTRICT LUCHEON	\$ 22.00	execc
301762	4/1/2022	BH-62646	BLACKHAWK SUPPLY	FACILITY USE	\$ 363.35	pwfacc
301757	4/1/2022	2033198	BLACKSTONE PUBLISHING	AUDIO BOOKS	\$ 50.00	libcc
301533	4/1/2022	2-592165-25	DIAMOND RENTALS, INC.	CEMETERY PORTABLE RESTROOM 3/2-4/1/22	\$ 140.00	parks1
301534	4/1/2022	2-592167-25	DIAMOND RENTALS, INC.	TTP PORTABLE RESTROOMS 3/2-4/1/22	\$ 365.00	parks1
301763	4/1/2022	3501860	FRONTIER BUILDING SUPPLY	FACILITY USE OPS/WM/FIBER/PARKS	\$ 181.25	pwfacc
301630	4/1/2022	71769	G12 COMMUNICATIONS	SIP TRUNKS 4/1-4/30/22	\$ 970.83	infosys
301744	4/1/2022	59205843	INDEED, INC.	MARCH JOB POSTING ANNOUNCEMENTS	\$ 48.80	hrcc1
302338	4/1/2022	20488TCP	NW SAFETY SIGNS INC	TCPS- 6099 SR 20 WATERLINE	\$ 325.00	wdist
302185	4/1/2022	0748/000/024	OFFICE DEPOT, INC.	OFFICE SUPPLIES	\$ 138.06	execc
301783	4/1/2022	J78625	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 17.05	parkscc1
302067	4/1/2022	J78644	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 10.86	wwtpcc
302063	4/1/2022	108661/4/6736	STOWES, INC	SAFETY BOOTS	\$ 119.96	wwtpcc
302064	4/1/2022	108861/4/6737	STOWES, INC	WORK BOOTS FOR EG	\$ 152.27	wwtpcc
301785	4/1/2022	E/4972749	SWINOMISH CHEVRON	FUEL #900011	\$ 106.18	parkscc1
301789	4/1/2022	1925	THRIFTY CLEANERS	MARCH LAUNDRY	\$ 131.99	afdcc
302601	4/1/2022	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 3/1-3/31/22	\$ 40.00	finance
301638	4/1/2022	2362894-0043-4	WASTE MANAGEMENT	TRASH, RECYCLE PICK UP 3/1-3/31/22	\$ 189.72	dwtp
302212	4/1/2022	102853701-0009419	WAVE	DEDICATED INTERNET ACCESS 4/1-4/30/22	\$ 1,469.82	fiber
301750	4/2/2022	114-4372107-9766662	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 94.66	wwtpcc
301759	4/2/2022	112-7048382-1305802	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 184.95	wwtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301771	4/2/2022	111-6369888-1900225	AMAZON.COM SERVICES, INC	TOOLS FOR FIBER WORK	\$ 268.66	fibercc
301781	4/2/2022	E77105	COASTAL FARM &	WORK BOOTS- MARTY L	\$ 104.00	wdistcc
302266	4/2/2022	8498 30 017 0464628	COMCAST	WA PARK INTERNET 4/9-5/8/22	\$ 185.14	finance
301746	4/2/2022	A21923884193113779	GOOGLE ANALYTICS	SAFE AND CLEAN WATER.COM	\$ 6.36	infosyscc
301772	4/2/2022	11344	MN8 FOXFIRE	ILLUMINATING FACEPIECE IDENTIFIER	\$ 69.58	afdcc
301769	4/2/2022	256808	NAPA	OPERATING SUPPLIES	\$ 26.81	wwtpcc
301773	4/2/2022	S2217745	THE BRAVEST DECALS	REFLECTIVE HELMET NAME DECALS	\$ 62.32	afdcc
301788	4/2/2022	04/01/2022	THE WALL STREET JOURNAL	WSJ DIGITAL SUBSCRIPTION-FINANCE	\$ 4.00	financecc
301761	4/2/2022	96679	US BANK	TRAINING HOTEL STAY-WEST POINT LEADERSHIP WK 2 - NATIONS	\$ 548.10	apdcc
301786	4/2/2022	96680	US BANK	TRAINING HOTEL STAY-WEST POINT LEADERSHIP WK 2 - PRUIETT	\$ 548.10	apdcc
301778	4/2/2022	INV141249053	ZOOM VIDEO COMMUNICATIONS INC.	ASAC ZOOM MEMBERSHIP 4/1-5/1/22	\$ 16.30	pkreccc
301787	4/2/2022	INV141248627	ZOOM VIDEO COMMUNICATIONS INC.	COURT 4/2-5/1/22	\$ 16.30	courtcc
301747	4/3/2022	114-6937443-2763407	AMAZON.COM SERVICES, INC	WIRELESS ACCESS POINT FOR MARITIME CENTER	\$ 203.40	infosyscc
301760	4/3/2022	112-1143140-4313047	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 174.07	wwtpcc
301766	4/3/2022	113-6341012-5343434	AMAZON.COM SERVICES, INC	MONITOR FOR ROB FRISINGER - PCED	\$ 326.39	infosyscc
301779	4/3/2022	112-7088686-8784214	AMAZON.COM SERVICES, INC	CHAIR LEG CAPS	\$ 20.66	shopcc
301790	4/3/2022	112-5643594-9201853	AMAZON.COM SERVICES, INC	RETURNING -BEVERAGE DISPENSER	\$ 52.82	afdcc
302608	4/3/2022	58770055	INGRAM LIBRARY SERVICES, LLC	INGRAM INVOICES 4-3-22	\$ 1,511.96	publib
301871	4/3/2022	T-6040	REI CORPORATE & GROUP SALES	WORKBOOTS	\$ 152.32	fibercc
301776	4/3/2022	J79880	SEBO'S DO-IT CENTER	WISK BROOM, NOZZLE, WASHER - 29-1	\$ 33.90	afdcc
301774	4/3/2022	SO17728	WITMER PUBLIC SAFETY GROUP INC	FIRE GLOVES - BOWEN	\$ 283.09	afdcc
301768	4/3/2022	INV141428378	ZOOM VIDEO COMMUNICATIONS INC.	EXECUTIVE 4/3-5/2/2022	\$ 59.82	execc
301863	4/4/2022	I65591	ACE HARDWARE	OUTLET BOXES, WIRE, WALLPLATE - CAPTAIN'S OFFICE	\$ 105.64	afdcc
301864	4/4/2022	I66063	ACE HARDWARE	CONNECTOR PORT	\$ 8.68	afdcc
301782	4/4/2022	112-6731932-0473846	AMAZON.COM SERVICES, INC	CHILDREN'S SUPPLIES	\$ 32.62	libcc
301866	4/4/2022	113-9199164-9497029	AMAZON.COM SERVICES, INC	TEEN SNACKS AND PRIZES FOL	\$ 67.57	libcc
301867	4/4/2022	113-9898621-6691459	AMAZON.COM SERVICES, INC	REQUESTS AND UNAVAILABLE BOOKS	\$ 238.53	libcc
301820	4/4/2022	656000214836	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 70.74	dwwtp
301823	4/4/2022	930108	BAYSHORE OFFICE PRODUCTS INC	EXHIBIT EXPENSES	\$ 27.20	museum

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301884	4/4/2022	131303	CENTAUR AWARDS INC	YOUTH TRACK AND FIELD MEET RIBBONS	\$ 845.86	pkreccc
301942	4/4/2022	91538184	CURBELL PLASTICS INC	CAUSTIC SYSTEM UPGRADE	\$ 405.28	wwtpcc
301869	4/4/2022	ANA01	EDGE ANALYTICAL, INC	WATER ANALYSIS - 8 INVOICES	\$ 722.00	wtpcc
301880	4/4/2022	22-09384	EDGE ANALYTICAL, INC	LAB TESTING EFFLUENT N02-N03	\$ 24.65	wwtpcc
301881	4/4/2022	22-08502	EDGE ANALYTICAL, INC	LAB TESTING - SIDE STREAM NITROGEN	\$ 248.20	wwtpcc
301882	4/4/2022	22-08501	EDGE ANALYTICAL, INC	LAB TESTING - INFLUENT MONTHLY	\$ 62.05	wwtpcc
301883	4/4/2022	22-08560	EDGE ANALYTICAL, INC	LAB TESTING EFFLUENT WETWELL MONTHLY	\$ 115.60	wwtpcc
301876	4/4/2022	3498450	FRONTIER BUILDING SUPPLY	GABLE TRIM	\$ 36.14	wdistcc
301879	4/4/2022	3493030	FRONTIER BUILDING SUPPLY	CHARGED FOR EXTRA SCREWS ON DOC #301475	\$ 9.93	shopcc
301875	4/4/2022	9266990820	GRAINGER	SCRUBBER CAUSTIC PROJECT	\$ 16.62	wwtpcc
301874	4/4/2022	007M4950	HARRINGTON INDUSTRIAL	SCRUBBER CAUSTIC PROJECT	\$ 246.20	wwtpcc
301877	4/4/2022	1300	MAKE NORTHWEST	DOMAIN RENEWAL	\$ 65.16	pwfacc
301928	4/4/2022	593 8 33 4284	SAFeway INC	FIRE STATION USE	\$ 95.66	pwfacc
301862	4/4/2022	J80483	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 53.27	parkscc1
301873	4/4/2022	J80337	SEBO'S DO-IT CENTER	PROTECTIVE GOGGLES	\$ 9.80	fibercc
301872	4/4/2022	114450	SUNLAND BARK & TOPSOILS	TOPSOIL FOR FIBER BACKBONE CONSTRUCTION	\$ 41.62	fibercc
301930	4/4/2022	214566467	SURETY PEST CONTROL	PEST CONTROL - ACC 34803359 - 2102 PENN AVE - ROCKRIDGE	\$ 41.34	wtpcc
301931	4/4/2022	214567061	SURETY PEST CONTROL	PEST CONTROL - ACC 34803358 - 3802 MARINE HE - CASTILLEJA	\$ 41.34	wtpcc
301932	4/4/2022	214566466	SURETY PEST CONTROL	PEST CONTROL - ACC 34803357 - 6996 SAN JUAN - FIDALGO	\$ 41.34	wtpcc
301933	4/4/2022	214564382	SURETY PEST CONTROL	PEST CONTROL - ACC 34798464 - 2205 37TH - A AVE BOOSTER	\$ 41.34	wtpcc
301934	4/4/2022	214566246	SURETY PEST CONTROL	PEST CONTROL - ACC 34803360 - 4155 SAN JUAN - POINT BOOSTER	\$ 41.27	wtpcc
301814	4/4/2022	34684	THRIFTY CLEANERS	UNIFORM CLEANING 3/2-4/1822	\$ 204.49	apd
301870	4/4/2022	1398954	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE - 3 INVS - 0624703, 0626993, 0625853	\$ 511.59	wtpcc
301868	4/4/2022	114-12981389	UNITED SITE SERVICES, INC	PENN AVE PORTA POTTY 3/1/22-3/31/22	\$ 210.22	wtpcc
301923	4/5/2022	I66134/1	ACE HARDWARE	BATTERIES FOR COMMAND LINK	\$ 39.15	wdistcc
301936	4/5/2022	I66374/1	ACE HARDWARE	TOOLS	\$ 80.24	fibercc
301924	4/5/2022	111-2802358-9686631	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 138.82	wwtpcc
301926	4/5/2022	113-2742204-4596210	AMAZON.COM SERVICES, INC	REQUESTS AND UNAVAILABLE BOOKS	\$ 72.85	libcc
301927	4/5/2022	112-1810210-9963468	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 71.29	wwtpcc
301947	4/5/2022	111-8599341-2005044	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 163.37	wwtpcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
301945	4/5/2022	22-08505	EDGE ANALYTICAL, INC	LAB TESTING - SLUDGE METALS	\$ 198.05	wwtpcc
301946	4/5/2022	22-02240	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT N02&N03	\$ 24.65	wwtpcc
302001	4/5/2022	20017268	FARMERS EQUIPMENT COMPANY	FLANGE & BEARING #704	\$ 50.35	shopcc
302621	4/5/2022	22411.03-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: 4201 O AVE	\$ 90.48	plan
301935	4/5/2022	U2216015063	ICONIX WATERWORKS INC	OPERATING SUPPLIES	\$ 288.28	wdistcc
301943	4/5/2022	12107	LIFE TEK, INC	PALS CERTIFICATION CARDS: HARRIS, WALSH	\$ 26.11	afdcc
301929	4/5/2022	NRN633SRPZX	MUNICIPAL RESEARCH &	MRSC PUBLIC ROW TRAINING	\$ 35.00	plancc
301997	4/5/2022	202204051	NATIONAL COUNCIL ON AGING, INC	AGING MASTRY PROGRAM SUPPLIES	\$ 127.93	parksccl
301922	4/5/2022	PRM#1000121025	PRM FILTRATION	CAM & GROOVE FITTING	\$ 60.26	wdistcc
301941	4/5/2022	000012172	RULAND MANUFACTURING CO., INC.	DUEL STUD VIBRATION MOUNTS #13908	\$ 57.80	shopcc
301938	4/5/2022	J80785	SEBO'S DO-IT CENTER	FACILITY USE ITEMS	\$ 37.90	financecc
301939	4/5/2022	J80739	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 11.72	parksccl
302000	4/5/2022	260033763-00	TACOMA SCREW PRODUCTS, INC.	DEUTSCH CONNECTORS #5555	\$ 6.57	shopcc
301937	4/5/2022	VP_C7WMX3Z7	VISTAPRINT	BUSINESS CARDS LESLIE WILSON	\$ 26.65	libcc
301949	4/5/2022	VP_3SZB3JMO	VISTAPRINT	PRINTING	\$ 29.91	museumcc
301948	4/5/2022	K5823864C7044915X	WASHINGTON STATE POLICE	TRAINING REGISTRATION FEE; WAK9 2022 SPRING CONF: OFC HATCHER	\$ 300.00	apdcc
301993	4/6/2022	I67037/1	ACE HARDWARE	ELECTRICAL TAPE NEEDED FOR PATROL	\$ 4.99	apdcc
301817	4/6/2022	113-1441352-6517027	AMAZON.COM SERVICES, INC	HEADSET FOR FINANCE	\$ 153.90	finance
301925	4/6/2022	111-4756339-4461858	AMAZON.COM SERVICES, INC	OPERATING SUPPLIES	\$ 26.10	wwtpcc
301940	4/6/2022	111-6312317-1341836	AMAZON.COM SERVICES, INC	IT OFFICE SUPPLIES	\$ 65.51	infosyscc
301944	4/6/2022	114-7043760-8789028	AMAZON.COM SERVICES, INC	COFFEE FILTERS - 29-3**BARS#	\$ 14.13	afdcc
302003	4/6/2022	114-8164897-1641027	AMAZON.COM SERVICES, INC	REPLACE TOASTER OVEN - 29-2	\$ 118.59	afdcc
301992	4/6/2022	2034205	BLACKSTONE PUBLISHING	AUDIO BOOKS	\$ 332.07	libcc
302002	4/6/2022	779533	FRONTIER BUILDING SUPPLY	JET SET	\$ 50.00	shopcc
302623	4/6/2022	BC1586461	GALLS, LLC.	UNIFORM ORDER: BOWEN	\$ 1,648.72	medic
301995	4/6/2022	S020427523.001	KELLER SUPPLY COMPANY	FACILITY USE ITEMS	\$ 168.97	wdistcc
301989	4/6/2022	MVC387472	N C MACHINERY COMPANY	KEYSET	\$ 54.66	wdistcc
301994	4/6/2022	7461708-00	POWER & TELEPHONE	VAULT FOR SPLITTER CABINET	\$ 2,363.24	fibercc
301991	4/6/2022	J81577	SEBO'S DO-IT CENTER	LUMBER, HOOKS - CAPTAIN'S OFFICE	\$ 100.02	afdcc
301999	4/6/2022	J81192	SEBO'S DO-IT CENTER	PARKS GENERAL MAINTENANCE	\$ 28.76	parksccl
302035	4/6/2022	260033859-00	TACOMA SCREW PRODUCTS, INC.	BOLTS FOR DECK- #839	\$ 28.49	wdistcc
301988	4/6/2022	132871	THE HOSE SHOP, INC	HOSE & CLAMP	\$ 367.07	wdistcc
302004	4/6/2022	1Z6YTR580300006019	UNITED PARCEL SERVICE, INC	SHIP KNOX BOX FOR REPAIR	\$ 64.72	afdcc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
302156	4/6/2022	40	VILLAGE PIZZA	PIZZA FOR TEEN EVENT FOL	\$ 52.78	libcc
301990	4/6/2022	373666	YOUR REAL ESTATE TRAINING FOR	TRAINING	\$ 249.95	museumcc
302036	4/7/2022	I67301/1	ACE HARDWARE	OPERATING SUPPLIES- WATE RDEPT	\$ 29.34	wdistcc
302042	4/7/2022	I67405/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 25.43	wwtpcc
301998	4/7/2022	113-1028749-2094616	AMAZON.COM SERVICES, INC	GREASE FITTING CLEANING TOOL #410	\$ 49.71	shopcc
301967	4/7/2022	656000217354	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.64	dshop
302138	4/7/2022	930629	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 15.77	museumcc
302139	4/7/2022	930562	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 7.28	museumcc
302043	4/7/2022	251658-2	BIRCH EQUIPMENT CO., INC	EMERGENCY GENERATOR FOR WTP	\$ 2,818.02	shopcc
302195	4/7/2022	593 6 152 6657	COSTCO WHOLESALE CORPORATION	AGING MASTERY PROGRAM SUPPLIESFOOD	\$ 13.18	pkreccc
302039	4/7/2022	FBD6317Z97153278	ECCC	EMERALD CITY COMICCON DF	\$ 32.75	libcc
302037	4/7/2022	WAANA140925	FASTENAL COMPANY	SUPPLIES- SHOP	\$ 79.74	shopcc
302046	4/7/2022	093435	GERE-A-DELI	LUNCHES FOR LT ASSESSMENT	\$ 38.69	afdcc
302466	4/7/2022	12P11089	MOTOR TRUCKS, INC	FLASHER LIGHTS #512	\$ 931.22	dshop
302044	4/7/2022	135398	PORT OF ANACORTES	NON-ETHANOL FUEL	\$ 20.25	afdcc
302040	4/7/2022	J81619	SEBO'S DO-IT CENTER	FASTENERS	\$ 22.66	shopcc
302041	4/7/2022	J81714	SEBO'S DO-IT CENTER	FASTENERS	\$ 1.78	shopcc
302011	4/7/2022	114-12991321	UNITED SITE SERVICES, INC	RESTROOM, CAMPBELL LAKE RD	\$ 22.98	wdist
302045	4/7/2022	0713-1719-8791-2204	WALGREENS	PHOTO REPRINT - WALSH	\$ 13.05	afdcc
302034	4/7/2022	SO19503	WITMER PUBLIC SAFETY GROUP INC	HELMET DECALS	\$ 30.04	afdcc
301960	4/8/2022	113-2120049-4937839	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 98.14	financecc
302143	4/8/2022	113-2742204-4596210	AMAZON.COM SERVICES, INC	BOOK REQUESTS & UNAVAILABLE	\$ 18.65	libcc
302009	4/8/2022	930591	BAYSHORE OFFICE PRODUCTS INC	CHAIR	\$ 314.43	financecc
302147	4/8/2022	930545	BAYSHORE OFFICE PRODUCTS INC	DESK-FINANCE	\$ 997.34	pwfacc
302157	4/8/2022	E80032	COASTAL FARM &	WORK PANTS- RYAN H	\$ 231.41	shopcc
302197	4/8/2022	13444	COSTCO WHOLESALE CORPORATION	AGING MASTERY PROGRAM	\$ 71.75	pkreccc
302145	4/8/2022	CR774206	FERGUSON ENTERPRISES, INC	FACILITY USE ITEM WA PARKS LOWER RR	\$ 5,458.03	pwfacc
302158	4/8/2022	780789	FRONTIER BUILDING SUPPLY	PARKS MAINTENANCE SUPPLIES	\$ 72.13	parkscc1
302074	4/8/2022	020875378	GALLS, LLC.	UNIFORM NAME TAG; NEW HIRE DANIEL	\$ 11.02	apd
302142	4/8/2022	1100000046662418	GAMESTOP, INC	TEEN TECH VIDEO GAMES FDN	\$ 111.99	libcc
302263	4/8/2022	812-25053	GCR TIRES & SERVICES	TIRES #873	\$ 411.18	dshop
302264	4/8/2022	812-25054	GCR TIRES & SERVICES	TIRES- #204	\$ 792.00	dshop
302333	4/8/2022	812-25045	GCR TIRES & SERVICES	FLAT REPAIR #517	\$ 102.44	dshop
302334	4/8/2022	812-25046	GCR TIRES & SERVICES	WHEEL SWITCH #170	\$ 160.65	dshop
302335	4/8/2022	812-25043	GCR TIRES & SERVICES	TIRE ROTATE #515	\$ 96.39	dshop
302336	4/8/2022	812-25044	GCR TIRES & SERVICES	TIRE ROTATE #213	\$ 349.11	dshop
302196	4/8/2022	027922	HOBBY LOBBY	AGING MASTERY PROGRAM SUPPLIES	\$ 8.13	pkreccc

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
302146	4/8/2022	8563 02 39004	HOME DEPOT	FACILITY USE ITEM SHELVING OPS/PK/WM/FIBER	\$ 869.02	pwfacc
302015	4/8/2022	22141	HUMPHREY SIGN CO	SUPPLIES	\$ 217.80	financecc
302135	4/8/2022	59919365	INDEED, INC.	APRIL JOB POSTING ANNOUNCEMENTS	\$ 544.72	hrcc1
302450	4/8/2022	ReimbKellington	KELLINGTON, JORDAN	TRAINING PER DIEM; OFC KELLINGTON SRO BASIC - OVERNIGHT TRAINING	\$ 280.00	apd
302340	4/8/2022	51703	KRIEG CONSTRUCTION, INC	ASPHALT & CONCRETE DISPOSAL	\$ 161.79	dshop
302161	4/8/2022	330	LITTLE CAESARS PIZZA	REC PROGRAM EVENT SUPPLIES	\$ 55.44	pkrecc
302149	4/8/2022	225318-1649443259	MROSUPPLY.COM	ALLEN BRADLEY LEVER	\$ 60.80	wtpcc
302154	4/8/2022	Z82R	MY TAILOR	REPLACE NAMETAGS ON UNIFORMS	\$ 35.00	afdcc
302140	4/8/2022	3238242	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 41.39	wwtpcc
302136	4/8/2022	593 4 28 4246	SAFEWAY INC	CAKE - WALSH FAREWELL	\$ 37.98	afdcc
302160	4/8/2022	593 176 69 8822	SAFEWAY INC	REC PROGRAM SUPPLIES	\$ 13.68	pkreccc
302137	4/8/2022	J82186	SEBO'S DO-IT CENTER	WD-40	\$ 26.07	wdistcc
302150	4/8/2022	J82198	SEBO'S DO-IT CENTER	CONDUIT & TOOLS	\$ 84.67	fibercc
302159	4/8/2022	J82173	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 28.07	parksc1
302344	4/8/2022	2nd QTR JUDICIAL	SKAGIT COUNTY DISTRICT COURT	2ND QTR JUDICIAL SERVICES	\$ 19,237.75	court
302141	4/8/2022	1075836077832	TARGET	TEEN GAMES FDN	\$ 28.80	libcc
302619	4/8/2022	72366C-X	UNDERWOOD & ASSOCIATES, LLC	ANTIQUE ENGINE DISPLAY ROOM	\$ 1,372.50	medic
302151	4/8/2022	91352220	US BANK	HOTEL STAY - TRAINING; BASIC SRO - OFC KELLINGTON	\$ 595.65	apdcc
302616	4/8/2022	111003B	VECA ELECTRIC & TECHNOLOGIES	ELECTRIC VEHICLE CHARGING STATIONS INSTALLATION AT LIBRARY	\$ 9,950.00	pw1
302617	4/8/2022	111003C	VECA ELECTRIC & TECHNOLOGIES	ELECTRIC VEHICLE CHARGING STATIONS INSTALLATION AT CITY HALL	\$ 8,475.43	pw1
302148	4/9/2022	113-4446055-2904258	AMAZON.COM SERVICES, INC	SMALL TOOLS	\$ 38.74	wwtpcc
302345	4/9/2022	192549	LAKESIDE INDUSTRIES, INC.	5/8" & 3/4" ROCK SALES- WATER DEPT	\$ 716.27	wdist
302152	4/9/2022	s020288	WITMER PUBLIC SAFETY GROUP INC	WILDLAND UNIFORMS - NEW MEMBERS	\$ 2,043.45	afdcc
302254	4/10/2022	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 4/19-5/18/22	\$ 262.59	finance
302337	4/10/2022	STS04102022	SIGNATURE TREE SERVICE	TREE REMOVAL - 31ST & B AVE	\$ 1,523.20	dshop
302144	4/10/2022	1075836077832	TARGET	TEEN GAMES FDN	\$ 72.36	libcc
302153	4/10/2022	s020635	WITMER PUBLIC SAFETY GROUP INC	WACK PACKS, ILLUNINATING DECALS	\$ 221.73	afdcc
302592	4/11/2022	FB21784	CAROLLO ENGINEERS, INC.	WASTEWATER INDUSTRIAL USERS SURVEY AND INDUSTRIAL SEWER RATE ANALYSIS -MAR 2022	\$ 20,249.75	dwwtp
302453	4/11/2022	020888229	GALLS, LLC.	UNIFORM SHIRTS; NEW HIRE ANDERSON	\$ 135.12	apd
302454	4/11/2022	020888216	GALLS, LLC.	UNIFORM SHIRT; NEW HIRE ANDERSON	\$ 62.95	apd
302455	4/11/2022	020888190	GALLS, LLC.	UNIFORM PANTS; NEW HIRE ANDERSON	\$ 180.70	apd
302456	4/11/2022	020888235	GALLS, LLC.	UNIFORM PANT; NEW HIRE ANDERSON	\$ 56.57	apd

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
302261	4/11/2022	ReimbMitchell	MITCHELL, NICHOLA	EMPLOYEE BOOT REPAIR	\$ 65.00	parks1
302442	4/11/2022	257720	NAPA	BATTERY- #7-914	\$ 580.88	dshop
302174	4/11/2022	635058	PAPE MACHINERY INC.	AXLE REPAIR- #714	\$ 10,753.99	dshop
302258	4/11/2022	300000300008	PUGET SOUND ENERGY INC	WWTP AND WW PUMP STATIONS 3/8-4/6/22	\$ 47,883.78	dwwtp
302260	4/11/2022	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 3/7-4/6/22	\$ 5,377.27	parks1
302341	4/11/2022	300000305007	PUGET SOUND ENERGY INC	SKYLINE STREET LIGHTS: 3/3- 4/1/22	\$ 464.80	dshop
302463	4/11/2022	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 3/7 - 4/6/22	\$ 1,227.09	medic
302473	4/11/2022	300000290027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 3/8-4/6/22	\$ 4,159.10	dwwtp
302346	4/12/2022	318665A	BAY CITY SUPPLY	FACILITY USE ITEMS	\$ 289.83	pwwfac
302468	4/12/2022	1198071	LIFE ASSIST, INC	SHARPS CONTAINERS, SUCTION UNITS, RESUSCITATORS, MODULAR BANDAGES	\$ 535.84	medic
302339	4/12/2022	1927800	MILES SAND & GRAVEL CO.	1-1/4" CSBC	\$ 551.61	dshop
302256	4/12/2022	257856	NAPA	AIR FILTER #014	\$ 8.82	dshop
302257	4/12/2022	257783	NAPA	SPARK PLUGS- #108	\$ 49.96	dshop
302443	4/12/2022	257790	NAPA	CLEANER KIT- #108	\$ 56.57	dshop
302620	4/12/2022	1724830	RAIN FOR RENT	WTP EMERGENCY WATER INTAKE PUMPS	\$ 6,769.03	dwwtp
302606	4/12/2022	85651	RH2 ENGINEERING, INC	WATER METER ANTENNA DESIGN - THRU 4/3/2022	\$ 3,218.50	dwwtp
302265	4/12/2022	106068183	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 4/1-4/30/22	\$ 378.35	finance
302477	4/13/2022	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 3/15 - 4/11/22	\$ 45.57	medic
302481	4/13/2022	265032	ENNIS-FLINT, INC, FLINT TRADING DIVISION	4"X3' WHITE LINE	\$ 577.34	dshop
302447	4/13/2022	1092333	FERGUSON ENTERPRISES, INC	COMMAND LINK	\$ 1,317.48	wdist
302448	4/13/2022	12571	IRONCLAD COMPANY	GRADER BLADES, SNOW PLOW BLADES- #170, #612, #613, #414	\$ 3,806.92	dshop
302475	4/13/2022	1198239	LIFE ASSIST, INC	HYPOTHERMIA BLANKETS	\$ 293.32	medic
302347	4/13/2022	257935	NAPA	BRAKE PADS, ROTORS #014	\$ 430.05	dshop
302262	4/13/2022	E 202204130036	SIMPLIFILE, LC	BERGHUYS FIBER EASEMENT - 5103 CROATIAN WAY	\$ 217.38	fiber
302591	4/13/2022	20799	SKAGIT PUBLISHING LLC	PUBLISH AA-222103	\$ 40.60	finance
302593	4/13/2022	20800	SKAGIT PUBLISHING LLC	PUBLISH AA-222684	\$ 97.44	finance
302594	4/13/2022	20801	SKAGIT PUBLISHING LLC	PUBLISH AA-223646	\$ 36.54	finance
302406	4/14/2022	9279117247	GRAINGER	CAUSTIC SYSTEM UPGRADE	\$ 167.89	dwwtp
302407	4/14/2022	9280018376	GRAINGER	CAUSTIC SYSTEM UPGRADE	\$ 81.90	dwwtp
302412	4/14/2022	I6065163	HD FOWLER COMPANY INC	SCRUBBER CAUSTIC PROJECT - PIPE SADDLES	\$ 324.71	dwwtp
302458	4/14/2022	72988	INDUSTRIAL RESEARCH PRODUCTS	CLEANING LIQUID #90008	\$ 3,677.17	dshop
302409	4/14/2022	ReimbJohnston	JOHNSTON, NICOLE	PARKS MAINTENANCE CERTIFICATION	\$ 50.00	parks1

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
302587	4/14/2022	1928500	MILES SAND & GRAVEL CO.	5/8" CSTC & 1-1/4" CSBC	\$ 466.75	dshop
302449	4/14/2022	12P11081	MOTOR TRUCKS, INC	7" ROUND 1320 LUMENS #511	\$ 540.82	dshop
302441	4/14/2022	258096	NAPA	WIPER BLADES- #014A	\$ 27.89	dshop
302614	4/14/2022	200024889996	PUGET SOUND ENERGY INC	WTP INTAKE ELECTRICITY 3/11-4/12/22	\$ 3,090.43	dwwtp
302405	4/14/2022	B15072943	SHI INTERNATIONAL CORP.	SERVICE UPGRADE, SILVER SUPPORT SERVICE	\$ 874.75	infosys
302470	4/14/2022	946991	USA BLUE BOOK	FLUORIDE STANDARD, BUFFER	\$ 191.55	dwwtp
302349	4/14/2022	111269	WALTON BEVERAGE COMPANY, INC	CITY HALL BREAK ROOM SUPPLIES	\$ 264.00	finance
302408	4/14/2022	111271	WALTON BEVERAGE COMPANY, INC	OPS: BREAKROOM SUPPLIES	\$ 192.00	dshop
302478	4/14/2022	111270	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 140.00	medic
302625	4/15/2022	1790899037	CASCADE DENTAL, LLC	DENTAL SERVICES, I JOHNSON, LEOFF1 RETIREE	\$ 218.00	hr
301367	4/15/2022	I6066666	HD FOWLER COMPANY INC	WATER INVENTORY	\$ 3,393.43	wdist
302462	4/15/2022	258202	NAPA	SPARK TESTER #6970	\$ 10.65	dshop
302465	4/15/2022	258249	NAPA	SPARK PLUG #6970	\$ 3.42	dshop
302605	4/15/2022	B15077335	SHI INTERNATIONAL CORP.	ADDITIONAL O365 LICENSES FOR NEW HIRES	\$ 1,164.06	infosys
302624	4/15/2022	ReimbSteffen	STEFFEN, PHILIP	MILEAGE, STEFFEN TRAVEL WPTA CONFERENCE	\$ 74.16	finance
302469	4/15/2022	947988	USA BLUE BOOK	HYDROCHLORIC ACID	\$ 22.37	dwwtp
302459	4/15/2022	8	WARDROOM SUCCESS STRATEGIES	WARDROOM SUCCESS STRATEGIES	\$ 3,000.00	executive
302607	4/17/2022	59032482	INGRAM LIBRARY SERVICES, LLC	INGRAM INVOICES 4-17-22	\$ 1,151.62	publib
302480	4/18/2022	Q706337	CORE & MAIN LP	8X6 SS TAP SLVE CS FLG - PUGET WAY	\$ 828.53	wdist
302440	4/18/2022	700-0840-01	KIDDER, DANIEL	UB Refund Cst #063790	\$ 8.81	finance
302439	4/18/2022	700-0970-00	KORRELL, WILLIAM	UB Refund Cst #063234	\$ 55.20	finance
302599	4/18/2022	1Z14970	PLATT ELECTRIC SUPPLY INC	SCRUBBER CAUSTIC PROJECT - SIGNAL WIRE JUNCTION BOX	\$ 96.24	dwwtp
302436	4/18/2022	072-7500-00	PRATER, PATTY	UB Refund Cst #040714	\$ 13.58	finance
302460	4/18/2022	223967	SKAGIT PUBLISHING LLC	ADVERTISEMENT PUBLIC NOTICE - CSO 2021	\$ 44.66	dwwtp
302438	4/18/2022	400-7830-03	SLEEPER, SHAWN & KARAH	UB Refund Cst #059736	\$ 157.34	finance
302600	4/19/2022	ReimbHarris	HARRIS, RYAN	MEALS TRAINING IN WENATCHEE	\$ 148.00	dshop
302613	4/19/2022	ReimbPage	PAGE, CARTER	PER DIEM REIMBURSEMENT	\$ 148.00	dshop
302598	4/19/2022	E 202204190052	SIMPLIFILE, LC	WARING FIBER EASEMENT - 5005 CROATIAN WAY	\$ 217.38	fiber
302479	5/1/2022	20220501	CHOWANEC, WILLIAM	STA 3 RENT - MAY	\$ 2,400.00	medic

Total **\$324,623.76**



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 5.c.

Agenda Item Title: Interlocal Agreement #22-081-AFD-001 with Washington State Department of Natural Resources for Fire District Assistance

Staff Contact(s): Bill Harris

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
TIFFANY MATSON	Contract Award

Item Summary: City staff seeks City Council consent to enter into an interlocal agreement with the Washington Department of Natural Resources that will allow us to participate in the Fire District Assistance Program. The Fire District Assistance Program allows us to apply for Federal Excess Personal Property grants through the DNR which can be apparatus, PPE or other firefighting equipment that becomes available.

Budget Impact:

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute the Interlocal Cooperation Agreement 22-081-AFD-001 between the City of Anacortes and the Washington Department of Natural Resources for Fire District Assistance.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 22-081-AFD-001



FIRE DISTRICT ASSISTANCE AGREEMENT

Agreement No. 93-103211

This Agreement is entered into by and between the State of Washington, Department of Natural Resources, hereinafter referred to as “DNR”, and City of Anacortes, hereinafter referred to as “District/Department” and collectively referred to as the “Parties”.

Authority: This Agreement is entered into by DNR under the authority of RCW 76.04.015(6), by Fire Protection Districts, under the authority of RCW 52.12.031 and Fire Departments under the authority of RCW 35.21.010 in conformity with RCW 39.34, the Interlocal Cooperation Act.

In consideration of the terms, conditions and covenants contained herein, or attached and incorporated and made a part hereof, the Parties mutually agree as follows:

Purpose: This Agreement addresses the terms and conditions for: (1) all federal excess property sub-loaned by DNR to the District/Department under the Federal Property and Administrative Services Act of 1949, as amended (P.L. 94-519) and section 7 of the Cooperative Forestry Assistance Act of 1978 (P.L. 95-313), hereinafter referred to as the Federal Excess Personal Property program; and (2) the transfer of firefighting and emergency service property, facilitated by DNR, to the District/Department under the Rural Fire Department Equipment Priority Act, 10 USC 2576b, hereinafter referred to as the Firefighter Property program.

SECTION 1: FEDERAL EXCESS PERSONAL PROPERTY

- 1.01 Federal Excess Personal Property:** Upon request from the District/Department, and subject to its compliance with the requirements imposed by law and this Agreement to administer, account for, use and dispose of Federal Excess Personal Property (FEPP) acquired under the Federal Property and Administrative Services Act, DNR will sub-loan eligible FEPP to the District/Department. Federal regulations are amended from time to time and District/Department agrees to comply with current and future regulations.
- 1.02 Property Acquisition:** The District/Department is required to identify its needs by completing a request form provided by DNR. DNR will acquire eligible FEPP suitable for conversion into firefighting or fire prevention apparatus. FEPP will be sub-loaned to fire districts and departments “as is” with no disclosure or warranty of implied condition.
- (1) Ownership of all non-consumable FEPP shall remain the property of the USDA Forest Service.

- (2) All FEPP must be used for firefighting and fire prevention activities. Personal use of FEPP for purposes not directly associated with normal responsibilities of the District/Department is prohibited.

1.03 Identification: DNR will identify all non-consumable FEPP with a program identification tag with an inventory tracking number.

1.04 Equipment Use, Refurbishment, and Maintenance Requirements:

- (1) The District/Department agrees to accept FEPP in “as is” condition, and to refurbish, equip, repair, and maintain it at no cost to DNR. FEPP must be put into service within one year of acceptance. The District/Department may receive an extension of the one-year time limit for good cause upon written request to DNR prior to the one-year anniversary date.
- (2) If FEPP is not put into service within one year and the District/Department does not receive written approval from DNR for an extension, DNR will notify the District/Department of an “in service” violation and reallocate or dispose of the item.
- (3) All vehicles and trailers must be registered and licensed by the District/Department through the Washington Department of Licensing, and copies provided to DNR.
- (4) Prior to placing FEPP in service, the District/Department must remove all military or governmental exterior logos, insignias and identification numbers. FEPP must be painted when original paint is deteriorated or peeling. In addition, remove or paint over all military paint patterns for vehicles, trailers, and other equipment operated on public roads.
- (5) Cannibalization. Cannibalization is the practice of disassembling unserviceable FEPP to use serviceable parts on similar units. The removal of any parts other than minor items is cannibalization. It is permissible to strip components from one or more pieces of FEPP to create a usable apparatus subject to written approval of the USDA Forest Service through DNR. The process to strip and dispose of excess components must be completed within one year of written approval to cannibalize. The District/Department will notify DNR immediately after cannibalization is complete. DNR will dispose of remaining components through the USDA Forest Service and General Services Administration (GSA).
- (6) In case of loss, theft, damaged, destroyed, or vandalized property, the District/Department is required to notify DNR within 48 hours of occurrence. Upon notification, DNR will submit appropriate forms to the District/Department for documentation, and to the USDA Forest Service for appropriate action. If the property is insured, USDA Forest Service must receive a share of any insurance proceeds equal to their ownership share in the property. If gross negligence is involved, the District/Department may be required to pay fair market value for the FEPP or repair or replace the property at District/Department expense.

- 1.05 Property Disposal:** The District/Department agrees to report, in a timely manner, all inoperable, cannibalized, not in use, or seldom used FEPP to DNR for reallocation or disposal. DNR will conduct reallocation or disposal activities at the District/Department's facility. The District/Department agrees to facilitate all required activities and to obtain signed documents to complete the reallocation or disposal process.
- 1.06 Property Inventory/Audit:** Upon request by DNR, the District/Department agrees to make FEPP items available for the purpose of conducting a physical inventory and to facilitate a program review. The District/Department shall provide access to and the right to examine all records, books, papers, or documents relating to the FEPP to facilitate a State or Federal audit. The District/Department is required to maintain property records for a minimum of six (6) years and three (3) months after receipt of all non-consumable FEPP (i.e. registration, insurance, final disposal).

SECTION 2: FIREFIGHTER PROPERTY PROGRAM

- 2.01 Firefighter Property Program:** Upon request from the District/Department, and subject to District/Department compliance with the requirements imposed by law and this Agreement to administer, account for, use and dispose of Department of Defense (DOD) excess property, DNR will facilitate transfer of such property to the District/Department under the Firefighter Property (FFP) program, as authorized by 10 U.S.C. 2576b. Federal regulations are amended from time to time and District/Department agrees to comply with current and future regulations.
- 2.02 Property Acquisition:** The District/Department is required to identify its FFP needs by completing a request form provided by DNR. DNR will facilitate transfer of FFP suitable for use or conversion to use in support of the District/Department's firefighting and emergency services. FFP will be transferred "as is" with no disclosure or warranty as to implied condition.
- 2.03 Title and Ownership:**
- (1) Conditional ownership and title (when title is applicable) to all non-consumable FFP will be transferred to the District/Department, with the exception of "controlled property" as defined in 2.05 below. The District/Department is responsible to register and transfer title to any vehicle or trailer obtained through the FFP program in the name of the District/Department in accordance with applicable state law, and provide copies to DNR. Full ownership and title will vest in the District/Department upon meeting the requirements in 2.04(1) below.
 - (2) The sale or transfer of FFP property to non-FFP participants must be in compliance with U.S. Export Control Regulations, including the Export Administration Regulations (EAR) (15 CFR Parts 730-774) and the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130). District/Department must notify future purchasers or transferees, in writing, of this requirement.
 - (3) FFP cannot be sold or transferred to non-U.S. citizens, and the sale or transfer of Demilitarization Q6 FFP requires Trade and Securities Commission approval.

2.04 Property Use:

- (1) All FFP shall be refurbished and put into service in support of the District/Department's firefighting or emergency services within one year of transfer, at no cost to DNR. In addition, all FFP must be retained and used in service for a minimum of one year after being put into service.
- (2) If the District/Department does not meet the FFP program in service requirements, the District/Department agrees, at no cost to DNR, to return, transfer, or scrap the FFP as directed by DNR and in compliance with FFP program requirements. In addition, DNR may suspend the District/Department from future participation in the FFP program.
- (3) District/Department will label all FFP with an inventory number provided by DNR. Inventory number must remain readable until in-service requirements are complete.
- (4) Within one year after transfer, District/Department will provide proof in a form acceptable to DNR that FFP is in service.
- (5) FFP must be retained and used in service for a minimum of one year from the in service date. District/Department will provide proof in a form acceptable to DNR that this requirement is met.
- (6) District/Department use of FFP must be for its intended purpose. Personal use is prohibited.
- (7) Cannibalization of FFP is prohibited.
- (8) Prior to placing FFP in service, the District/Department must remove all military or governmental exterior logos, insignias and identification numbers. In addition, remove or paint over all military paint patterns for vehicles, trailers, and other equipment operated on public roads.

2.05 Controlled Property:

- (1) FFP identified by DOD as demilitarization B, C, D, E, F, G, and Sensitive Q3 (referred to as "controlled property") remains in the ownership of DOD, and will be tracked and inventoried in the USDA Forest Service Federal Excess Property Management Information system (FEPMIS) until final disposition. The District/Department is required to return controlled property to the nearest DOD Defense Logistics Agency (DLA) Disposition Services site. If a DLA site is not close, the District/Department may be allowed to demilitarize the FFP on site, through crushing, mutilation, cutting, and to make the item unusable for its original intended use. The USDA Forest Service and DNR will coordinate demilitarization activities through the Distribution Reutilization Policy Director at the Defense Logistics Agency. Costs required for the District/Department to return or demilitarize controlled property shall be the responsibility of the District/Department.

- (2) District/Department must request DNR approval prior to removing any parts or components from controlled property, and must return removed parts to the nearest DLA site at its own expense.
- (3) In case of lost, missing, stolen, or destroyed controlled property the District/Department is required to notify DNR within 48 hours of occurrence. Upon notification, DNR will submit appropriate forms to the District/Department for documentation, and to the DOD through the USDA Forest Service for appropriate action. If the FFP is insured, DOD must receive any insurance proceeds.

2.06 Records: The District/Department agrees to provide access to and the right to examine all FFP, records, books, papers or documents for all equipment transferred under the FFP program to the USDA Forest Service (including its Office of Inspector General), DNR, DOD (including its Office of Inspector General), the Comptroller General of the United States, or their authorized representatives. The District/Department is required to maintain property records for a minimum of six (6) years and three (3) months after receipt of all non-consumable FFP property (i.e. registration, insurance, final disposal).

SECTION 3: GENERAL

3.01 Program Information: FEPP and FFP program information is available on the DNR website.

3.02 Hold Harmless: To the extent permitted by federal law, District/Department shall indemnify and hold the U.S. Government harmless from any and all actions, claims, debts, demands, judgments, liabilities, costs, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss of or damage to property, or injuries, illness or disabilities to or death of any person or legal or political entity including state, local and interstate bodies, in any manner caused by or contributed to by District/Department, its agents, servants, employees, or any person subject to its control while in, upon or about the sale site and/or the site on which the property is located, or while the property is in the possession of, used by, or subject to the control of District/Department, its agents, servants, or employees after the property has been removed from U.S. Government control. The U.S. Government assumes no liability for damages or injuries to any person(s), or property arising from the use of the excess DoD personal property.

3.03 Insurance: The District/Department shall, at all times during the term of this Agreement at its sole cost and expense, buy and maintain insurance of the types and amounts listed below to cover damages or injuries to persons or property relating to the use of property obtained under this agreement. Failure to buy and maintain the required insurance may result in the termination of the Agreement at DNR's option. If the District/Department is self-insured, evidence of its status as self-insured will be provided to DNR, and if deemed acceptable by DNR, shall satisfy the insurance requirements specified by this Section. The Parties acknowledge that the District/Department is a part of a municipal risk pool and that coverage satisfies the insurance requirements.

Minimum Coverage Requirements: These limits may not be sufficient to cover all liability losses and related claim settlement expenses. Purchase of these minimum limits of coverage does not relieve the District/Department from liability for losses and settlement expenses greater than these amounts.

During the term of the Agreement, District/Department must purchase and maintain the insurance coverage and limits specified below:

- (1) **Commercial General Liability (CGL) Insurance or District/Department Equivalent.** District/Department must purchase and maintain CGL on an Insurance Services Office (ISO) form CG 00 01 or equivalent form, covering liability arising from premises, operations, independent contractors, personal injury, products-completed operations, and liability assumed under an insured contract. Such insurance must be provided on an occurrence basis. If insurance is written on a "claims made" basis, the policy shall provide full coverage for prior acts or include a retroactive date that precedes the effective date of this Agreement. Insurance must include liability coverage with limits not less than those specified below:

<u>Description</u>	<u>Dollar Amount</u>
General Aggregate Limit (Other than products-completed operations)	\$2,000,000
Each Occurrence Limit	\$2,000,000

- (2) **Employer's liability ("Stop Gap") Insurance:** District/Department shall purchase and maintain employer's liability insurance and if necessary, commercial umbrella liability insurance with limits not less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.
- (3) **Business Auto Policy (BAP) Insurance:** If activities pursuant to this Agreement involve the use of vehicles, the District/Department must purchase and maintain a BAP on an Insurance Services Office (ISO) form CA 00 01 or equivalent form with such insurance covering liability arising out of "Any Auto".

Such insurance must be provided on an occurrence basis. The BAP insurance must include liability coverage with limits not less than those specified below. The District/Department is responsible for any deductible.

<u>Description</u>	<u>Each Accident</u>
Bodily Injury and Property Damage	\$1,000,000

- (4) **Workers Compensation Insurance or Equivalent:** The District/Department shall comply with all state of Washington workers compensation statutes and regulations. Coverage shall be provided for all employees and volunteers of the District/Department and shall include bodily injury (including death) that arises out of or in connection with the performance of this Agreement

3.04 Non-Discrimination. During the performance of activities under this Agreement, District/Department shall comply with all federal, state and local non-discrimination laws, regulation and policies. In the event of non-compliance or refusal to comply with any non-discrimination law, regulation or policy, this Agreement may be rescinded, cancelled or terminated in whole or in part, and District/Department may be declared ineligible for further participation in FEPP and/or FFP.

- 3.05 Freedom of Information Act.** Any information furnished to the USDA Forest Service under this agreement is subject to the Freedom of Information Act (5 U.S.C. § 551 et seq).
- 3.06 Renegotiation and Modification:** The terms and conditions of this Agreement may be renegotiated at the request of either Party. Any modification or amendment of this Agreement must be in writing and signed by duly authorized agents of the Parties.
- 3.07 Assignment and Delegation:** This Agreement, or any right or interest therein, may not be assigned or otherwise transferred by either Party without the prior written consent of the other Party. Any attempted assignment shall be void unless made in strict conformity with this section. Either Party may perform its duty through a delegate or agent, but shall not be thereby relieved of any duty to perform or any liability for breach.
- 3.08 Remedies:** Any remedy exercised by either Party shall not be deemed exclusive, and either Party may pursue any and all other remedies available to it under the law.
- 3.09 Non-Waiver:** Waiver by either Party of strict performance of any provision of this Agreement shall not act as a waiver of the right of the other Party to require future strict performance of the same provision or any other provision.
- 3.10 Interpretation and Venue:** This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington. The venue of any action brought under this Agreement shall be in the Superior Court of Thurston County.
- 3.11 Severability:** If any provision of this Agreement is held to be invalid, such invalidity shall not effect the other provisions of this Agreement that can be given effect without the invalid provision(s), and to this end the provisions of this Agreement are declared to be severable.
- 3.12 Termination:** This Agreement may be terminated by either Party upon ninety (90) days written notice. Termination of this Agreement makes the District/Department ineligible to participate in FEPP or FFP, and District/Department agrees to dispose of all FEPP per 1.05 above and all FFP that has not met the requirements of 2.04(1) above per 2.04(2) above.
- 3.13 Compliance with Laws:** The District/Department shall comply with all applicable federal and state laws and regulations that govern each component of this Agreement.
- 3.14 Term of Agreement:** This Agreement shall be effective from the date of the last signature for a term of five years unless otherwise terminated in accordance with the terms of this Agreement.

This Agreement supersedes all previous agreements.

By signature below, the Agencies certify that the individuals listed in this document, as representatives of the Agencies, are authorized to act in their respective areas for matters related to this instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement.

DISTRICT/DEPARTMENT

STATE OF WASHINGTON

DEPARTMENT OF NATURAL RESOURCES

Signature

Date

Signature

Date

Matt Miller

Printed Name

Printed Name

Mayor

Title

Title

DISTRICT/DEPARTMENT

Signature

Date

Printed Name

Title

DISTRICT/DEPARTMENT

Signature

Date

Printed Name

Title

DISTRICT/DEPARTMENT

Signature

Date

Printed Name

Title



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 5.d.

Agenda Item Title: Contract Award: Boom Mower Replacement Purchase #22-128-ERR-001

Staff Contact(s): WIL LUDEMANN

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
TIFFANY MATSON	Contract Award

Item Summary: City staff seeks City Council consent to issue a contract in the amount of \$96,371.02 to Van's Equipment Co. for the purchase of a mini excavator to replace the boom mower. The contract piggybacks on Washington State contract [05218](#).

Background:

1. **History:** The City's current boom mower #704A is due for replacement and is fully funded by the ER Replacement fund. Historically our method of roadside and pond mowing is via our tractor mounted boom mower. This method involves using a tractor that has been heavily modified to have a 20' reach 50" mower head installed on it. This is a conventional way of mowing for municipalities but does come with its own draw backs a few of which are:
 - Large number of repairs and maintenance required constantly.
 - Having a tractor heavily modified by a third-party company to have a boom mower on it makes it difficult to navigate warranties as well as how the 2 parts of the machine work together when there are issues.
 - The unit is only used for mowing 6 months out of the year and it sits unusable for the remainder of the year.
 - This tractor mounted unit is not well suited for much off road use.
 - Unit is unstable and not as safe as alternatives.
 - Tractor mounted boom mowers are expensive especially considering they only have one purpose.

Assessment-

We were able to get a RC slope mower at the end of the last year (mostly grant

funded) which allows us to safely mow slopes safely and swiftly. It has proven to do a great job and therefore is reducing the amount of mowing we have for the tractor mounted boom mower in hard-to-reach areas. We still have a fair amount of mowing that needs to be done with a boom arm that has close to a 20' reach. The Street Department does not own an excavator and has gotten by with borrowing one from Parks (which is a little small) or Water (which uses theirs often) but it hasn't been ideal for a long-term solution.

We have come to the realization that we can overcome a few of the issues/downsides we have with a tractor mounted boom mower by purchasing a mini excavator, a flail mower attachment and trailer in place of a new boom mower. We will be able to use this excavator year-round for many projects such as sidewalk replacements, paving, ditching, mowing and pond maintenance etc. So it won't be sitting, it will get used more than most other equipment we own.

To purchase the Excavator, 40" mower head and trailer we would be using only a portion of the replacement funds for #704A then we would either trade in (on the trailer)/or sell our boom mower and save around \$40k total over replacing with a newer boom mower. This will require 3 separate contracts all of which are available on the state contract with a total of about \$140k. Est delivery is in Jan of 2023.

2. Competitive Bidding: The City has a cooperative purchasing agreement with Washington State DES and is procuring this purchase through contract 05218.

Budget Impact:

Vendor	Van's Equipment Co.
Contract Amount	\$96,371.02
BARS #s	501.790.594.48.60
Budget Amendment Required?	No

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 22-128-ERR-001 with Van's Equipment Co. in the amount of \$96,371.02 for the purchase of a mini excavator to replace the boom mower.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 22-128-ERR-001



PURCHASE ORDER # 22-128-ERR-001

City of Anacortes
Accounts Payable
PO Box 547
Anacortes, WA 98221

VENDOR: Van's Equipment Co.

Email: Lance@VansEquipmentCo.com

Phone: 360-755-0399

Date: 4/25/2022

Department: Public Works - Operations

Contact: WiL Ludemann - ludemannw@cityofanacortes.org

Deliver To: **City of Anacortes**
Operations Shop
2201 37th Street
Anacortes, WA 98221

This Work is subject to:

Exhibit A, Quote #q1519; and

Exhibit B, Special Provisions; and

Exhibit C, the terms and conditions of Washington State Department of Enterprise Services Contract #05218

The aforementioned Exhibits A through C are hereby incorporated by reference and made a part hereof.

Item	Qty	DESCRIPTION	U/M	Unit Price	Amount
1.0	1.0	Yanmar VIO55 Mini Excavator as detailed in Exhibit A	LS	\$ 88,739.43	\$ 88,739.43
Sum Total					\$ 88,739.43
8.6% Sales Tax					\$ 7,631.59
Total Price					\$ 96,371.02

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

Van's Equipment Co.

CITY OF ANACORTES

Matt Miller, Mayor

Date

Date

PO #22-128-ERR-001
EXHIBIT A

Van's Equipment Co.

212 County Shop Ln
Burlington, WA 98233
www.vansequipmentco.com
360-755-0399 Phone
360-755-1378 Fax

Customer #: 76

City of Anacortes
P.O. Box 547
Anacortes, WA 98221

-661-7838 Phone

Status: Quote

Quote #: q1519

Quote To: Fri 4/29/2022 9:00AM

Operator: Lance Hollensbe

Terms: Net 30

Salesman: Store

Estimated availability November 2022-January 2023

Qty	Key	Items Sold	Part#	Status	Each	Price
1	VIO55	Yanmar VIO55 Mini Excavator		Sold Asset	\$73,648.25	\$73,648.25
		Vio55 with cab, Angle Blade,				
1	THUMB50/55	HYDRAULIC THUMB 50/55		Retail	\$2,382.00	\$2,382.00
1	LABOR, SHOP	SHOP LABOR	LABOR SHOP	Labor	\$400.00	\$400.00
		Begin at: Fri 4/ 1/2022 9:00:00AM				
		Thumb Install				
1	MS	Tilt Bucket 48"		Retail	\$6,244.20	\$6,244.20
1	BUCK24"DIG55	24" DIG Bucket 55		Sold Asset	\$1,136.25	\$1,136.25
1	BUCK12"45/55	12" BUCKET 45/55		Sold Asset	\$984.38	\$984.38
1	MS	Install couplers for attachmen		Retail	\$700.00	\$700.00
		Install Hydraulic couplers for attachments				
1	MS	Counter weight (430 Pounds)		Retail	\$2,252.00	\$2,252.00
		additional counter weight				
1	LABOR, SHOP	SHOP LABOR	LABOR SHOP	Labor	\$600.00	\$600.00
		Begin at: Fri 4/ 1/2022 9:00:00AM				
		Install additional counterweight				
1	760950	RADIO, AM/FM/BLUETOOTH	760950	Retail	\$392.35	\$392.35

Quote valid for 30 days.
Thank you for your Business.

Sales:	\$88,739.43
Subtotal:	\$88,739.43
Burlington 8.6%:	\$7,631.59
Total:	\$96,371.02
Paid:	\$0.00
Amount Due:	\$96,371.02



**PURCHASE ORDER #22-128-ERR-001
SPECIAL PROVISIONS
EXHIBIT B**

1. **Delivery.** Advance coordination of the work shall be made with the Project Manager Wil Ludemann, (360) 299-1515.

2. **Supplier Bears Risk.** The risk of loss or damage shall be borne by Supplier at all times until the Acceptance of the Goods or Services by City. Delivery of items specified on the PO to the designated delivery point must be as Freight-On-Board (FOB) Destination, Freight Prepaid.

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

4. **Invoicing.** All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, PO Number and Price, or Amended Price. Supplier shall allow 30 days for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@cityofanacortes.org. Suppliers may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution.

The City shall notify the Supplier within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Supplier shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

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

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

7. **Inspection.**

A. Of the Work

All materials furnished and work done shall be subject to inspection. The City Project Manager administering the PO shall at all times have access to the work wherever it is in progress or being performed, and the Supplier shall provide proper facilities for such access and inspection. Such inspection shall not relieve the Supplier of the responsibility of performing the work correctly, utilizing the best labor and materials in strict accordance with the Specifications of the PO. All material or work approved and later found to be defective shall be replaced without cost to the City.

B. Project Manager's Authority

The Project Manager shall have power to reject materials or workmanship which do not fulfill the requirements of these Specifications, but in case of dispute the Supplier may appeal to the City Attorney whose decision shall be final. The PO shall be carried out under the general control of the representative of the City administering the PO, who may exercise such control over the conduct of the work as may be necessary, in his or her opinion, to safeguard the interest of the City. The Supplier shall comply with any and all orders and instructions given by the representative of the particular Department administering the PO in accordance with the terms of the PO. Nothing herein contained, however, shall be taken to relieve the Supplier of his/her obligations or responsibilities under the PO.

8. **Defense and Indemnity Agreement.** The Supplier shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

9. **Insurance Requirements**

A. Insurance Term: The Supplier shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to the City.

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

C. Minimum Scope of Insurance: The Supplier shall obtain insurance of the type and coverage described below:

Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. **The City of Anacortes shall be named as an additional insured** under the Supplier's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 04 13 or a substitute endorsement providing at least as broad coverage.

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

Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products liability aggregate limit.

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

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

G. Verification of Coverage: The Supplier shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Supplier before goods, materials or supplies will be accepted by the City.

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

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

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

10. **Standard Title VI / Non-Discrimination Assurances.** During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

11. **Supplier is an Independent Supplier.** The parties intend that an independent Supplier relationship will be created by this PO. No agent, employee or representative of the Supplier shall be deemed to be an agent, employee or representative of the City for any purpose. Supplier shall be solely responsible for all acts of its agents, employees, representatives and Sub-Suppliers during the performance of this PO.

12. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this PO or out of the use of any material furnished or work or services performed hereunder, Supplier shall defend City against any such

suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

13. The City's Right to Terminate PO.

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

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

14. Changes/Additional Work. The City may engage Supplier to perform services in addition to those listed in this PO, and Supplier will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this PO. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Supplier to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this PO is approved in writing by both parties.

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

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

17. Disputes

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

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

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

D. Dispute Resolution: In the event of a dispute between the City and the Supplier arising out of this PO, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the

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

18. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice, but no more than two (2) working days after the event, of the impediment and its effect on the ability to perform; failure to provide such notice shall preclude recovery under this provision. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Contractor shall have no recourse against the City

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

20. **Compliance with Laws.** The Supplier in the performance of this PO shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the PO to assure quality of services.

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

22. **Survival of PO Termination.** The provisions of the following paragraphs and the liability of the Supplier for default during the term of the PO shall survive, notwithstanding the termination or invalidity of this PO for any reason: The City's Right to Terminate PO; Governing Law; Disputes; Defense & Indemnity.

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

CITY:

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

CONTRACTOR:

Van's Equipment Co.
Lance Hollensbe
212 County Shop Ln
Burlington, WA 98233

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 6.a.

Agenda Item Title: CDBG 2022 Annual Action Plan

Staff Contact(s): DON MEASAMER, Joann Stewart

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Joann Stewart	Public Hearing
DON MEASAMER	

Item Summary: The Consolidated Plan is the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan includes a one-year Action Plan that describes how CDBG funds will be used to help the City meet the community development needs, particularly of low-income residents. The draft Action Plan for the 2022 program year is attached for review and also available on the City website [here](#). The City has not received the annual allocation amount yet, but funding is expected to be approximately \$115,000, based on allocations from previous years.

Funding allocations are as follows:

No more than 15% of total annual allocation for public services

Section 108 Loan Repayment

Any remaining funding not allocated to the above projects will be awarded to the Housing Authority for roof replacement at 511 T Avenue

In 2021, the City Council approved the Section 108 Loan utilizing CDBG funding for the Anacortes Family Center for the project The Landing. The original requested loan amount was \$153,000; the City was able to use excess CDBG funds from previous projects to assist in the payment of the request to the AFC. Therefore, the loan amount has been reduced to \$85,000. This will be paid in full with the 2022 allocation.

Budget Impact:

None

Previous Action: Final action will be taken on the Action Plan on Monday, May 9, 2022.

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. ACTION Plan 1
2. Public Comment Period Notice
3. Public Services Application
4. Housing Authority Site 1 Roof Replacement Application



CITY OF ANACORTES
CDBG 2022 DRAFT
ANNUAL ACTION PLAN

Contents

Executive Summary.....	2
AP-05 Executive Summary - 91.200(c), 91.220(b)	2
PR-05 Lead & Responsible Agencies - 91.200(b)	5
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	6
AP-12 Participation - 91.401, 91.105, 91.200(c)	12
Expected Resources	13
AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)	13
Annual Goals and Objectives	15
AP-35 Projects - 91.420, 91.220(d)	17
AP-38 Project Summary	18
AP-50 Geographic Distribution - 91.420, 91.220(f)	20
AP-75 Barriers to affordable housing -91.420, 91.220(j)	22
AP-85 Other Actions - 91.420, 91.220(k)	24
Program Specific Requirements.....	27

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This chapter outlines the City's one-year Action Plan for 2022, which will further the goals and strategies of the Strategic Plan and is the spending plan for the City's Community Development Block Grant (CDBG). The funding received will be used to accomplish the activities outlined in this plan. The allocation for this year's funding is anticipated to be approximately \$114,395, based on last year's funding. Until the budget is approved by Congress, the exact allocation is unknown. The City is unable to make any definite commitments on funding until the budget is passed. The proposed activities must meet the CDBG National Objectives as outlined in the introduction to the Strategic Plan and meet the public benefit standard. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department responsible for the planning, development, and implementation of its CDBG Program.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

The plan includes funding supportive services to help individuals and families from becoming homeless, supporting efforts to reduce poverty, constructing public facility upgrades to provide suitable living environments through the removal of architectural barriers to accommodate mobility restricted individuals. The City Council has previously elected not to utilize the administration portion of the funding and instead apply the 20% allocation to projects. The proposed funding goals being considered are listed below:

- Public Service - Anacortes Family Center - Homelessness/assist special needs populations - Create suitable living environs – maximum 15% of annual funding.
- Section 108 Loan Program – Anacortes Family Center “The Landing” mixed use low-income housing complex. The loan will be used to fund the costs of the pre-construction (construction drawings, architectural design) for the development of the public facility portion of the 1st floor of the complex for the early childhood learning center - \$85,000.
- Anacortes Housing Authority Site 1 Roof Replacement – Replace roof at 511 T Avenue, 508 6th Street, Anacortes. Remaining funding from annual allocation to match with Housing Authority Capital Fund.

As listed above, the City applied for and received a Section 108 loan through HUD. This program provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects. As a CDBG entitlement, the City is eligible to apply for this type of funding.

The City received \$85,000 for the AFC project The Landing. Principal security includes a pledge of the future CDBG funds along with additional security and the interest is variable. The City will repay the loan principal with the annual allocation. Interest will be paid quarterly from other funds and not CDBG.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In reviewing activities accomplished with its federal funding from previous years, the City of Anacortes advanced its goals of improving conditions, creating better housing resources and opportunities, and assisting human service organizations in providing effective support services to priority low-income and homeless populations. The projects selected are based on consultation with local agencies and in response to the area's countywide Continuum of Care Plan. The Anacortes Family Center, recipient of the full public services portion of the annual CDBG, provided that approximately 76% of the 61 households (161 individuals - 89 of which were children) in their program during 2021 successfully graduated from the Family Center program and entered permanent, safe housing with jobs and incomes to support their new lives.

The 2021 allocation included \$100,000 to the Anacortes Housing Authority for a roof replacement at the Harbor House complex, a 50 unit public housing complex for elderly and disabled individuals. This project provided a safe and suitable living environment for the residents

The 108 loan funded the pre-construction costs of the public facilities portion (the first floor) only for the Anacortes Family Center's construction of a mixed-use, low-income apartment complex on 26th Street in Anacortes. This will include the costs for loan origination fees, appraisal fees, architectural fees, structural design, admin and staff time for the development of the public facilities portion only and will achieve the national objective of public facilities development in a predominantly low-income area. The loan will be repaid by future CDBG annual allocations.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In deciding the 2022 program year allocations, the City of Anacortes worked with community leaders and the City Council Housing Affordability & Community Services (HACS) committee to determine the proposed projects. The City held a 30 day public comment period in accordance with the HUD

requirements. The City held 2 virtual public hearings on April 25, 2022 and May 9, 2022. Notice was published on the website and in the local newspaper and encouraged public comment in conjunction with the CDBG program. The notice for the 30 day comment period and meetings was posted on the City's website on March 2, 2022 and published in the local newspaper on March 2, 2022. The public comment period began on March 16, 2022 and ended April 15, 2022.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

ANY COMMENTS RECEIVED WILL BE INCLUDED HERE.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City did not reject any views or comments on the development of this Action Plan.

7. Summary

The overall goal of the community planning and development programs available with CDBG funding is to assist in the development of affordable housing for low and moderately low-income households, reduce poverty in Anacortes, assist in creating better living conditions for low-income households and provide funding to assist human service agencies serving low-income populations. A review of the projects and activities implemented in previous years demonstrate the City is making progress in fulfilling its goals. The City intends to continue to work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG administrative activities. The City did not hinder Consolidated Plan implementation by action or willful inaction.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ANACORTES	Planning, Community & Economic Development

Table 1 – Responsible Agencies

Narrative

The city of Anacortes is a member of the Skagit County Home Consortium which is comprised of 20 municipalities. Anacortes is a participating CDBG entitlement jurisdiction that administers its own CDBG programs. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department to perform the planning, development, and implementation of the Anacortes CDBG program.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City performed an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, government agencies and other entities.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City held two public hearings to obtain input from the community. The first public hearing was April 25, 2022. This meeting provided an opportunity to discuss the objectives of the Action Plan and proposed projects for 2022. The next meeting was held on May 9, 2022.

The City sent inquiries to various organizations and individuals to obtain current information on pressing needs within the community. Input was received from Community Action Agency of Skagit County, the Anacortes Community Health Council (comprised of representatives of churches, private organizations, social service agencies, city departments and community groups who provide support for Anacortes citizens), the Anacortes Family Center, and the City of Anacortes Housing Affordability & Community Services Committee.

The Anacortes Community Health Council member agencies include: Anacortes Family Center; Anacortes Senior Activity Center; Island Hospital Community Health Resource Center; The Salvation Army; St. Vincent de Paul; Anacortes 100 Food Bank; Christ Episcopal Church; Anacortes United Methodist Church; Anacortes/San Juan Island Chapter of the American Red Cross; Anacortes First Baptist Church; Anacortes Christian Church; Anacortes Police Department; Skagit Senior Information and Assistance; Anacortes Noon Kiwanis Club; Anacortes Boys and Girls Club; Skagit County Youth and Family Services; Pilgrim Congregational Church; Anacortes Housing Authority; Christ the King Community Church; Westminster Presbyterian Church/Dinner at the Brick.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City incorporates the Skagit County Continuum of Care plans which prioritizes the use of HOME and CDBG funds toward the goals of ending homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate

outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City has coordinated with Skagit County Department of Public Health & Community Services, Skagit County Coalition to End Homelessness, and Community Action through the HOME Consortium efforts. These organizations are responsible for using ESG funds and for administering HMIS (Homeless Management Information System) for service providers operating in the Consortium region. Their goals, strategies, activities, and outcomes have been incorporated in the Consolidated Plan.

2. Agencies, groups, organizations and others who participated in the process and consultations

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Community Action of Skagit County
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in multi-agency meetings, one-on-one consultation with staff, board meetings, participated in various committees in which CASC provided input. Anticipate increased coordination of homeless activities and public services.

2	Agency/Group/Organization	Anacortes Community Health Council
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Community Services Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is a member of this organization which meets monthly to discuss the current situations of those in need within the community, case-by-case review of needs, solutions to those needs and other services available to help. Roundtable meetings provide information and resources to improve the coordination of services.
3	Agency/Group/Organization	Anacortes Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and board meetings; outcomes include city/HA working in collaboration to locate properties to develop more housing units.
4	Agency/Group/Organization	Anacortes Family Center
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and group meetings; working closely with Family Center staff to determine funding, develop transitional housing and locating additional funding options to achieve success.
5	Agency/Group/Organization	City of Anacortes
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Economic Development Lead-based Paint Strategy Narrowing the Digital Divide
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Monthly meetings with departments/local groups to determine strategies to address lack of affordable housing within community, job security

Identify any Agency Types not consulted and provide rationale for not consulting

All major community agencies were consulted either directly or indirectly. The local CBDO, Home Trust of Skagit, actively works with the multi-county/city HOME Consortium. This agency utilizes HOME resources to support their housing efforts.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Skagit County Community Services	The Strategic Plan has adopted the major strategies of the 10 year plan
2016 Comprehensive Plan update	City of Anacortes	Creating a better, coordinated strategy for LMI affordable homes and related issues
North/West Basin Concept Plan	Port of Anacortes	Creating a better, coordinated strategy for public facilities improvements
Community Services and Unmet Needs	City of Anacortes	Creating a coordinated strategy for the development of community services within the community and updates to the affordable housing plan
Skagit County Natural Hazards Mitigation Plan	Skagit County	Creating a coordinated strategy for the community in the event of a natural or man-made disaster
Fiber Optics Installation	City of Anacortes	Creating opportunities to help low-income residents connect to broadband services to narrow the digital divide
Housing Action Plan	City of Anacortes	Develop a strategic plan to improve housing affordability and make recommendations on budget allocations to social services. The recommendations in this plan will coordinate and support the recommendations in the City's CDBG Strategic Plan.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City coordinated efforts with the County, the Anacortes Housing Authority, the Anacortes Family Center, the Anacortes Community Health Council and the City of Anacortes Affordable Housing & Community Services (HACS) Committee to share concerns, determine the needs and routes to follow to address the needs.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In deciding the 2022 program year funding allocations, the City of Anacortes conducted two public hearings (April 25, 2022 and May 9, 2022) and encouraged public comment on the development of the City's CDBG Action Plan. The notice for the public hearings was advertised in the Anacortes American and posted on the City's website. The notice for the 30 day comment period and meetings were posted on the City's CDBG website and published in the local newspaper on March 2 2022. The public comment period began on March 16, 2022 and ended April 15, 2022.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

The impact this had on the goal setting was the need for more affordable housing and living wage jobs. The City plans to work toward achieving these goals utilizing CDBG funding and other funding sources.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community outreach	To be updated	To be updated	There were no comments that were not accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City expects to utilize the entire allocation of \$TBD for program year 2022. This funding will advance the goals of this plan to improve living conditions and fund supportive services to help individuals and families from becoming homeless and support efforts to reduce poverty.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - federal Section 108 Loan Program	Public Facilities	\$85,000	0	\$0	\$	0	The City used a HUD Section 108 loan to provide some of the costs for the development of the public facilities center of the AFC The Landing project.
CDBG	Public – federal	Public Housing Rehab; Public Services	\$ To be determined				0	The City will utilize the entire allocation for program year 2022 for capital projects and up to the maximum 15% for public services.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and

private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources. On February 11, 2020, the citizens of Anacortes approved a 1/10th of 1% sales tax increase to fund affordable and supportive housing within the community. This, along with a corresponding sales tax credit from the state, will contribute up to an estimated \$17 million over 20 years to development of affordable housing. These funds will be used in the development of the AFC mixed use, low-income apartment complex and future housing projects for the Anacortes Housing Authority.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City identified core areas where infrastructure improvements would allow better access for all individuals and in particular, disabled residents and visitors. Community participation on the 2016 Comprehensive Plan update also identified areas in the core downtown that are being considered for development of a central hub. Proposals include residential development, retail, public services, restaurant, grocery, and entertainment establishments that will be easily and safely accessible.

Discussion

The 2016 Comprehensive Plan provides a unique vision to create a cohesive, well-laid out community with affordable housing and pedestrian mobility key factors in determining the paths to the central hub as described above. Zoning regulations are now in place that encourage development of multi-family mixed-use complexes, increased density in neighborhoods previously zoned single detached homes, and allow easier routes to access services other than vehicle use (more bicycle lanes and less space needed for parking). This will help create more affordable living space within the central hub of downtown.

In addition, the City received an Opportunity Zone designation. City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population residing in this OZ as well as throughout the entire community.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness/Assist Special Needs Populations	2022	2023	Homeless	Tracts 940600 & 940500	Homelessness/Assist special needs population	CDBG: 15%	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted - GOI 3
2	Public Facility development – Repayment of Loan for Early Childhood Learning Center	2022	2023	Public Facilities (LMA)	Tracts 940600 & 940500	Neighborhood Facilities; Early Childhood Learning Center	\$85,000	570.703(l), 570.201(c) - Neighborhood Facilities (03E)
3	Public Housing Rehabilitation – 511 T Avenue/508 6 th St. Roof Replacement	2022	2023	Public Housing	Tracts 940600 & 940500	Low/Mod Housing Rehab – creating suitable living conditions for LM Individuals	CDBG: \$ To Be Determined	570.202(a)(2) 14 households assisted. GOI 8

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Homelessness/Assist Special Needs Populations
	Goal Description	GOI 3 - Public Services Non-Housing
2	Goal Name	Section 108 Loan Repayment – Neighborhood Public Facilities Development
	Goal Description	Funded the development costs of a neighborhood public facility

3	Goal Name	Public Housing Rehab - Modernization
	Goal Description	GOI 8 – Housing

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AP-35 Projects - 91.420, 91.220(d)

Introduction

14

#	Project Name
1	Public Services – supportive services costs for clients
2	Repayment of HUD Loan for Public Facilities development under 570.703(l) & 570.201(c)
3	Public Housing Rehab – Modernization

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City established priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low-income families and individuals within the City for safe and affordable housing and basic services such as medical, dental, and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs that generally are either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, retaining jobs, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives outlined in the 2018-2022 Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low-income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low-income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable transitional and permanent housing for families and individuals in need.

A major obstacle to address underserved needs is lack of funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Anacortes Family Center
	Target Area	Census Tract 940500
	Goals Supported	Public Services – Non-Housing
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$ TBD (maximum 15% of funding)
	Description	Public Services Allocation – Support Family Center staff who provide case management services to homeless families and single women staying at shelter
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The Anacortes Family Center estimates service for approximately 200 individuals consisting of families with children and single women. The program provides intensive self-sufficiency based services and shelter for homeless single women, children and families with children in crisis, most often due to domestic violence. Approximately 60% of the clients will be children. Majority of the clients have complex issues involving generational violence, dv, poverty and mental illness
	Location Description	1011 27 th Street, Anacortes, WA The facility is a secure complex; entry is via electronic passcode and visual acceptance.
2	Planned Activities	The Center provides housing for 60-90 days and intensive case management and life skills education to assist the household with gaining the skills and resources needed to become fully self-sufficient. In 2021, the Center provided successful transition to stable living/working environments to approximately 76% of their clients.
	Project Name	Repayment of Section 108 Loan, Anacortes Family Center project The Landing
	Target Area	Census Tract 940500
	Goals Supported	Supporting development of public neighborhood facilities in a low to moderately low-income area
	Needs Addressed	Serving a predominantly low-income area with early childhood learning center

	Funding	Section 108 Loan repayment with annual allocation
	Description	Repayment of HUD loan for the development of an early childhood learning center. Funding limited to soft costs of public facilities only development, i.e., architectural and construction design, project development analysis, administration of design development
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	This neighborhood comprises approximately 2,465 low to moderately low-income individuals. This facility will provide services to the entire community.
	Location Description	1019 26 th Street, Anacortes, WA
	Planned Activities	Section 108 loan to provide funding for soft costs for development of public facility (early childhood learning center) in a mixed use, low-income apartment, public facility complex. The funding will be repaid with 2022 CDBG annual allocation
3	Project Name	Anacortes Housing Authority Site 1 (511 T Ave./508 6 th St.) Public Housing Rehab
	Target Area	Census Tract 940600
	Goals Supported	Public Housing Rehab – safe, decent, affordable housing stock retained
	Needs Addressed	Retaining the affordable housing stock for low-income families
	Funding	Annual Allocation - TBD
	Description	Funding a roof replacement for public housing apartment complex
	Target Date	6/30/22
	Estimate the number and type of families that will benefit from the proposed activities	14 family apartment units that house 38 individuals
	Location Description	511 T Avenue, 508 6 th Street, Anacortes
	Planned Activities	Provide \$ TBD to fund the roof replacement

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Anacortes is located on Fidalgo Island in Skagit County with 12.5 miles of saltwater shoreline, four freshwater lakes, and 3000 plus acres of city-owned forestlands and city-owned parks. Anacortes is approximately 20 miles from the county seat in Mount Vernon, Washington. A majority of public services are available primarily in the Mount Vernon area.

The current population of Anacortes is approximately 17,637 citizens (US 2020 Census). Anacortes has two areas with a concentration of moderately low to low-income households, Census Tracts 940500 and 940600 with 64% LMI households. Approximately 34% of the total household population in Anacortes are low to moderately low income according to the American Community Survey.

While Anacortes has two census tracts with the highest concentration of persons living below the poverty level, there are smaller concentrations of low-income households interspersed throughout the City. The City establishes priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low-income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs who are generally either priced out of housing or are unable to maintain stable housing.

In addition, the City has been designated an Opportunity Zone, a portion of which lies within these census tracts. City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population within this zone as well as throughout the entire community.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives listed in the Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low-income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low-income households. The public services portion is allocated to services that provide multiple benefits to households in dire situations and the remaining resources are directed to projects that provide safe and stable environments, transitional and permanent housing for families and individuals in

need.

Geographic Distribution

Target Area	Percentage of Funds
Tracts 940600 & 940500	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

These areas contain the highest concentration of low to moderately low households. Many small businesses are also located in these areas.

Discussion

This is where many of the small businesses are located, and the projects put forth for this year's funding are in this area. This area is also situated between Highway 20 and the downtown business core and is adjacent to the marine industrial zoning where many jobs and recreation opportunities are located.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Anacortes is committed to promoting safe, affordable housing and reducing homelessness through the City's funding, partnership, and policy efforts.

The City of Anacortes developed an affordable housing action plan to create strategies to work toward the development of affordable housing within our community. The Strategic Plan sets forth the goals, strategies, and action items to guide the City in implementing its affordable housing policy and ultimately reduce the barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing include the current amendments to the City's Development Regulations:

- Simplifying standards for accessory dwelling units (ADUs) to encourage production (increasing housing supply for renters and income for homeowners);
- Encouraging small-lot single family development with a variety of lot design options (which may have lower purchase prices compared to typical large lot homes);
- Explicitly allowing cottage housing in most zones as a small-scale detached living option;
- Explicitly allowing townhouses as a small-scale attached living option;
- Explicitly defining duplex and triplex as attached living options and allowing a variety of configurations on a single site;
- Providing design standards to these new housing types to ensure livability and neighborhood compatibility;
- Providing flexibility for landscaping and lot coverage standards for multifamily and townhouse development in high-density zones to

increase their economic feasibility;

- Explicitly allowing live-work development to support home-based business owners;
- Expanding allowance of multifamily development to the MS zone and MMU zone (previously CM and CM1);
- Raising base height limits in the CBD and C zones to increase residential (and non-residential) development capacity;
- Establishing a new height bonus for the R4 zone related to small and/or affordable units;
- Adjusting parking requirements for multifamily uses to reduce the costs of construction (often passed on to tenants);
- Providing new bike parking standards to support residents who cannot afford or choose not to own a car;
- Providing new standards for group living developments to encourage their development and support seniors and people with disabilities who are often on fixed incomes;
- Updating and streamlining permitting and processing provisions to shorten development timelines and increase predictability for builders.
- Waivers and reductions in impact fees and general facilities charges for new units that will be reserved for specified lower income levels.

Discussion

The City is continuing efforts to develop incentives to create affordable housing. An example of these efforts is the AFC project The Landing, a mixed use, multi-family apartment complex (21 units) built within a single family housing zone. The complex will remain affordable in perpetuity, all rental units developed must be affordable to and occupied by households with an income of 60% or less of the area median income (determined by HUD) as adjusted by family size for Skagit County.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Because the City of Anacortes's annual CDBG grant is minimal, it is difficult to use CDBG for many other purposes than those already identified. However, the City does intend to invest other resources and effort toward the following actions: implementing a human services strategic plan to help low-income individuals and families, establishing a community services center to provide services to low-income residents, developing strategies to assist the chronically homeless with shelter. The City is actively engaged in reviewing and developing strategies to assist the most vulnerable in our community.

The City received an Opportunity Zone designation that encompasses portions of the low to moderately low census tracts. The City is working to encourage development opportunities that will accommodate and enhance opportunities for the lower income population within this zone as well as throughout the entire community.

Actions planned to address obstacles to meeting underserved needs

The City, through the appointment of the Housing Affordability & Community Services Committee ("HACS"), a City Council committee, established a strategic plan to outline the needs and how to address those needs to eliminate the barriers to attaining affordable housing. This plan coordinates the goals of the 2016 Comprehensive Plan with incentives to develop affordable housing to create a more equitable and healthy community. The City also provides information to housing loan lenders, property managers, and the public about fair housing laws and includes current state and federal information with links to this information on its Planning, Community & Economic Development CDBG website (<https://www.anacorteswa.gov/181/Fair-Housing>). The City will work in collaboration with the County and the Anacortes Housing Authority in developing fair housing guidelines according to the Affirmatively Furthering Fair Housing rule. The AFFH rule provides a new approach for planning and implementing locally developed housing goals, actions, and strategies to increase choice, mobility, preservation, community revitalization and other collaborative or outreach efforts designed to reduce disparities in access to opportunity and improve fair housing outcomes. This will assist in meeting our statutory obligation to affirmatively further fair housing as required by the Fair Housing Act and will be an immense help for the City in addressing underserved needs.

Actions planned to foster and maintain affordable housing

The City will work in partnership with the Anacortes Housing Authority to secure the resources necessary to rehabilitate the various HA complexes, an important low-income housing resource in Anacortes. The City will also work with the Housing Authority to promote development of more complexes to accommodate the growing wait list for affordable housing. The HACS Committee will continue to collaborate efforts to work on strategies to eliminate barriers to affordable housing and

services within the City.

In support of new low-income housing developments, the City secured additional funding outside of the annual allocation through the CDBG Section 108 Loan program to help reduce the costs of the development of the AFC's The Landing. The loan will help cover the soft costs of the development of the public facilities portion of the project which will help reduce some of the cost of a project of this scope. This will ultimately provide 21 homes for low to moderately low and disabled individuals.

Actions planned to reduce lead-based paint hazards

Code enforcement will address all lead-based paint issues that may arise; additionally, the City will include lead-based paint hazard information in community education and outreach.

Actions planned to reduce the number of poverty-level families

The Public Services funding to the Anacortes Family Center provides intensive case management and life skills education to assist the households with gaining the skills and resources needed to become fully self-sufficient. The outlook of the community through the work on the 2016 Comprehensive Plan promises to promote more living wage jobs and create a community that would support lower priced housing. This will be accomplished through zoning changes and building incentives which are now included in the Anacortes Municipal Code.

The support of the AFC's early childhood learning center in the public facilities portion of The Landing project will help families get a head start on childhood learning so they are well prepared to enter the education system and their future. The value of early childhood education is key to developing a good foundation on which to build as the child goes through school; early childhood learning provides academics as well as helps the child develop a good sense of self and family and an understanding that their actions can make a better world. This is a great investment to help families become successful in the future.

Actions planned to develop institutional structure

The City is a partner with adjacent and regional jurisdictions in a regional HOME Consortium. The regional HOME Consortium will enhance the resource base for developing more affordable housing and for addressing institutional barriers to creating more affordable housing.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will support the efforts of the Anacortes Community Health Council and participate regularly in their multi-agency meetings. Active participation in the Council will improve the coordination of the

City's Consolidated Plan goals and the efforts to reduce instability in the lower income community.

The HACS Committee is currently working with community services providers, city departments, and the public to identify the social service needs of city residents in financial, emotional, or mental health crisis and develop a plan to strengthen and ensure those services or resources are provided by city or third-party providers. The HACS Committee completed the Affordable Housing Strategic Plan in 2017 <https://www.anacorteswa.gov/550/Housing-Affordability-Committee> that is designed to provide pathways to development of affordable housing within our community.

Discussion

Funding continues to be the main obstacle to meeting underserved need. Obstacles include lack of sufficient financial resources to address large projects such as permanent housing and shelters. The limit on the public services prohibits the City from adequately providing a greater service to households in need. In addition, not knowing how to access services or not knowing where they are located is a barrier to anyone looking for specific services; the HACS Committee expects to eliminate those issues by developing a plan that will provide readily accessible, current information to those in need.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The primary basis for allocation of resources is to serve the needs of the low and moderately low-income households. The 2022 Action Plan allocates the majority of the funding to projects that benefit the low to moderately low-income households. The public services portion provides services and resources to the households in need while the remaining resources fund projects that provide better access to services or improved living conditions for individuals and families in need.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

The City typically does not receive Program Income.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$85,000
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	\$85,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

100% of the 2022 funding will be allocated to benefit low to moderately low-income persons.

Attachments

Grantee SF-424's and Certification(s)

To be attached prior to submission to HUD

DRAFT



NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARINGS
City of Anacortes CDBG Consolidated Plan:
2022 Action Plan

The Consolidated Plan is the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan includes a one-year Action Plan that describes how CDBG funds will be used to help the City meet the community development needs, particularly of low-income residents. The draft Action Plan for the 2022 program year will be available for review no later than March 16, 2022.

The 2022 CDBG funding allocation is expected to be approximately \$115,000. The purpose of this notice is to announce a 30-day comment period which is March 16, through April 15, 2022, announce the times and locations of the public hearings for the planning/approval process, and provide locations for public review of the draft Action Plan.

The public and any interested persons are invited to review and comment in writing on the draft Action Plan. Written comments on the draft Action Plan must be received no later than 5 p.m., April 15, 2022, and may be submitted to the City of Anacortes Planning Department, P.O. Box 547, Anacortes, WA 98222 or by email to joanns@cityofanacortes.org. The City considers the views of all citizens, public agencies, and other interested groups in preparing the final Action Plan. A summary of the comments/suggestions received, and responses will be listed as an appendix in the final Action Plan.

Copies of the draft AAP may be provided by contacting Joann Stewart. You can view the electronic draft on the City website at <https://www.anacorteswa.gov/174/CDBG-Plans-Reports>.

The Anacortes City Council will hold two public hearings on the draft Action Plan to obtain citizen views and to respond to proposals and questions on the development of the plan before the final adoption and submittal to HUD. If in-person meetings are still required by Covid restrictions, instructions for access to the virtual public meetings will be listed on the published Agenda for each meeting.

Funding allocations are as follows:

15% for public services

Remaining for capital improvement projects or Section 108 Loan Repayment

Public Hearing 1: Monday, April 25, 2022 at 6 p.m.. Topics for discussion: Review draft Action Plan, community development needs, obtain citizen views.

Public Hearing 2: Monday, May 9, 2022 at 6 p.m. in the Municipal Building Council Chambers. Topics for discussion: Consideration of comments and approval of the draft Action Plan.

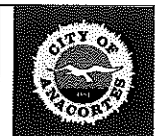
The City of Anacortes encourages people with disabilities and language barriers to participate in public meetings. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

Steven D. Hoggund, City Clerk

Date

Posted to Website: March 2, 2022

PUBLISH: March 2, 2022



CDBG FUNDING APPLICATION PROGRAM YEAR 2022

Check the appropriate box to identify the type of funds for which you are applying:

☒ Public Service ☐ Planning ☐ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT)

\$ 15%

Project Title Support for Homeless Families at Anacortes

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

This funding will support homeless women, children and families. CDBG Funding will support client's access to 7 day a week case management, as well as weekly life skills and other supportive service.

Project Location *(physical address)* 1011 27th St. Anacortes, WA 98221

Number of Unduplicated People Directly Benefiting from this Project Approx. 200
individuals

Applicant Name

Anacortes Family Center

Mailing Address

2707 Commercial Ave.
Anacortes, WA 98221

Agency Director

Dustin Johnson, Executive Director

dustin@anacortesfamily.org

360-293-2993 ext 102

Name

Telephone #

e-mail address

Staff Contact

Heather Geer, Development Director

360-293-2993 ext. 114

heather@anacortesfamily.org

360-873-8728 fax

Name and Title

Telephone and Fax #

e-mail address

**Federal Tax I.D. # (req'd)

20-0775618

**DUNS # (req'd)

162358043

Type of Organization:

Public Agency

Private Nonprofit

Other (Specify)

X

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)?

☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO?

☐ Yes ☒ No

Authorized Signature

Heather Geer

Date

2/25/22



CDBG FUNDING APPLICATION PROGRAM YEAR 2022

Check the appropriate box to identify the type of funds for which you are applying:

☐ Public Service ☐ Planning ☒ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT)

\$ 85,000.00

Project Title Site 1 Public Housing Roof Replacement.

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

Roof tare off and replace, replace fascia, gutters and soffit. Install new seamless gutters and cap all exposed wood.

Project Location *(physical address)* 511 T Avenue - 508 6th Street, Anacortes WA 98221

Number of Unduplicated People Directly Benefiting from this Project 39 members

Applicant Name

Anacortes Housing Authority

Mailing Address

719 Q Avenue

Anacortes, WA 98221

Agency Director

Brian Clark / Bkclark@anacorteshousing.com

360-420-1858

Name

Telephone #

e-mail address

Staff Contact

Brian Clark

Name and Title

Telephone and Fax #

e-mail address

**Federal Tax I.D. # (req'd)

91-0863090

**DUNS # (req'd)

609135769

Type of Organization:

Public Agency

Private Nonprofit

Other *(Specify)*

Housing Authority

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)?

☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO?

☐ Yes ☐ No

Authorized Signature

Date 02/25/2022



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 6.b.

Agenda Item Title: Resolution 3078: City Council Ward Redistricting Plan

Staff Contact(s): STEVE HOGLUND

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
STEVE HOGLUND	Public Hearing
DARCY SWETNAM	

Item Summary: RCW 29A.76.010 requires a public hearing and comment period before implementing the City's redistricting plan. This public hearing follows two consecutive weeks of notice in the City's official newspaper as required by state law, and the redistricting material is available on the City website, at the following link: <https://anacorteswa.gov/1435/Ward-Redistricting-2022>

Comments can be emailed to the City Clerk at cityclerk@cityofanacortes.org or phoned in to (360) 293-1906.

Budget Impact:
NA

Previous Action: Discussion at [3/28/22](#) Council meeting, public hearing opened at 4/11/22 Council meeting, public notice in official newspaper on 3/30/22 and 4/6/22.

Recommended Motion: I move to adopt resolution 3078 adopting the City's redistricting plan

Alternative Actions: Do not adopt, direct staff as to next steps

Attachments (listed in order presented):

1. Resolution 3078
2. Ward Map

RESOLUTION NO. 3078

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ANACORTES TO ADOPT A REDISTRICTING PLAN CONCERNING
THE CITY COUNCIL WARD BOUNDARIES**

WHEREAS, RCW 29A.76.010 requires municipal organizations to evaluate their elected officials' district boundaries after each federal decennial census to ensure they meet the criteria and intent outlined in the statute; and

WHEREAS, The City has evaluated the status of the Census results against the existing Council Ward boundaries and have found the existing boundaries to meet the intent of the statute in that the existing populations within all three ward boundaries are less than 2/10^{ths} of one percent different than the ideal populations; and

WHEREAS, The ideal population of each Ward is the Census total City population of 17,637 divided by 3, which is the number of council wards, giving an ideal population of 5,879 for each ward; and

WHEREAS, The City Council first reviewed the results of the Redistricting evaluation at the March 28th, 2022 City Council meeting, whose comments at that time supported that the existing Ward boundaries are found to meet state law and City Council expectations; and

WHEREAS, The City has published a plan which has been made accessible on the City of Anacortes website, and made available in hard copy if requested, and held a public hearing and taken public comment with proper notice as required by RCW 29A.76.010; and

WHEREAS, City Council finds that the current Council Ward boundaries meet the needs of the Citizens of Anacortes and the requirements of State Law.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Anacortes, Washington, that the City of Anacortes will continue to use the existing Council Ward boundaries as identified in the attached Ward map.

**INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY
OF ANACORTES on this 25th day of April, 2022.**

MATTHEW C. MILLER, MAYOR

Approved as to form:

Darcy Swetnam, WSBA #40530
City Attorney

Attest:

Steven D. Hoglund, City Clerk Treasurer

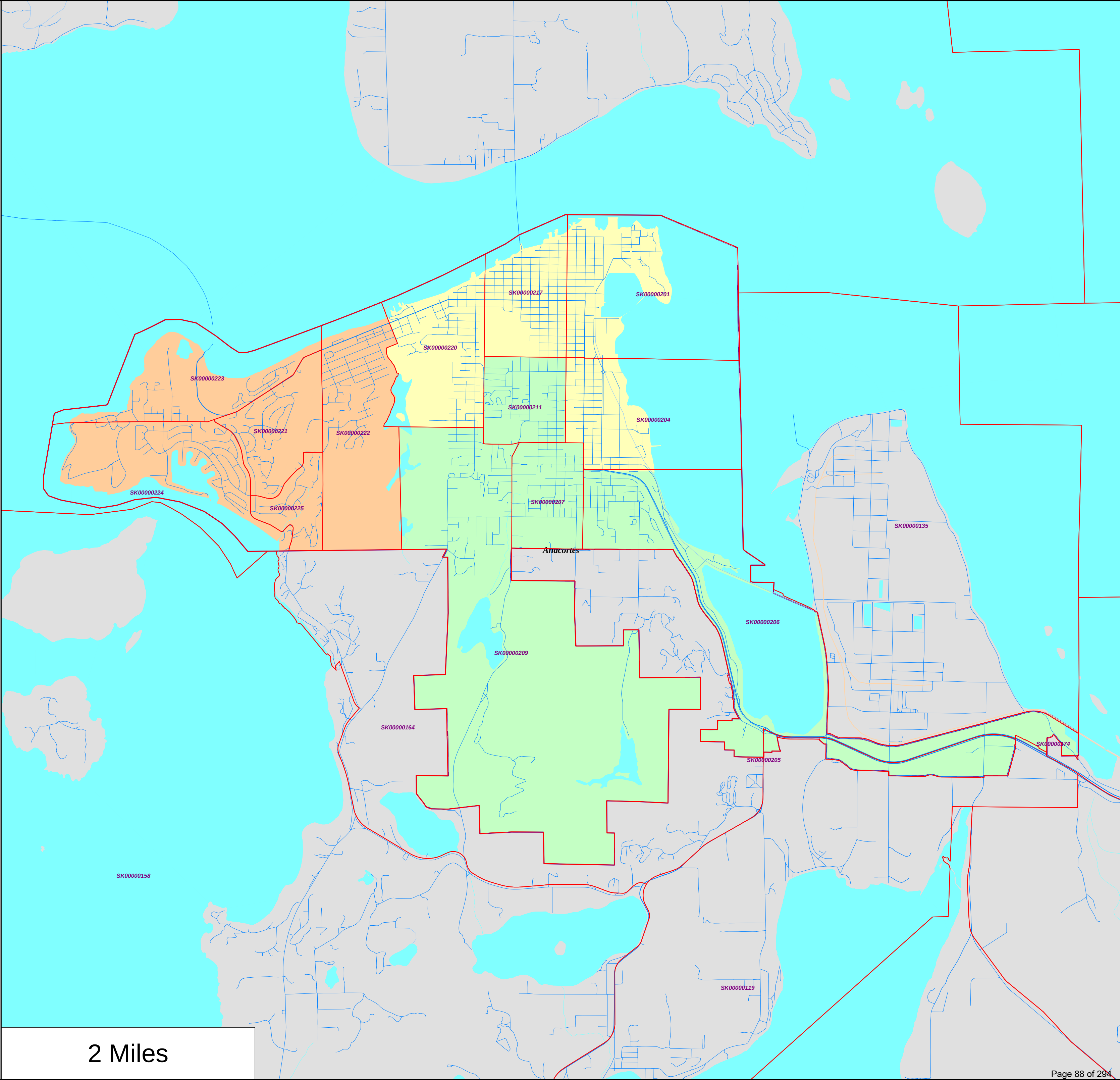
City of Anacortes - Current
Wards as Approximated
Using Census 2020
Geography

- 1st District
- 2nd District
- 3rd District

City Limits



WA State
Precincts



2 Miles

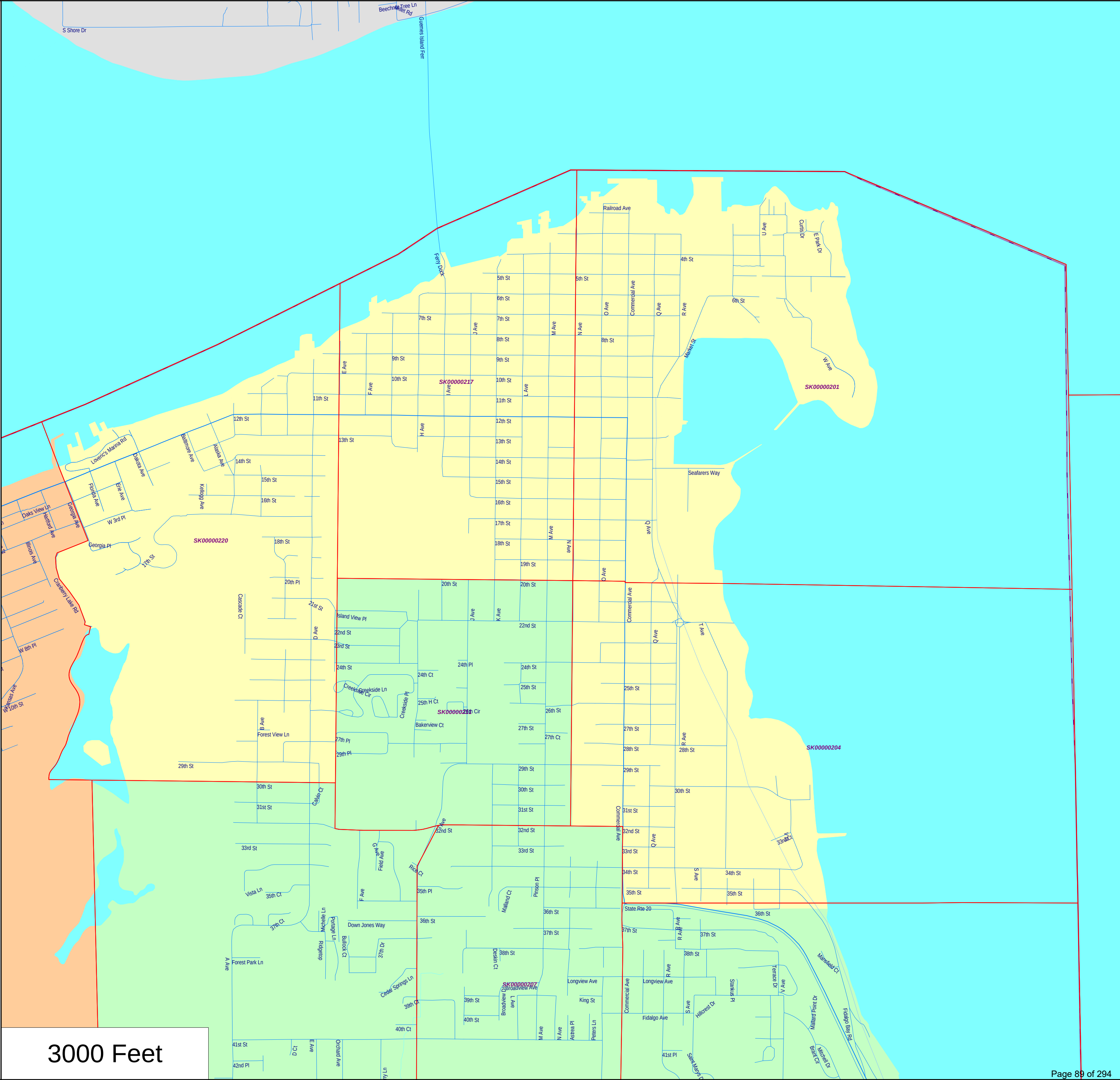
City of Anacortes - Current
Wards as Approximated
Using Census 2020
Geography

- 1st District
- 2nd District
- 3rd District

City Limits

WA State
Precincts

3000 Feet



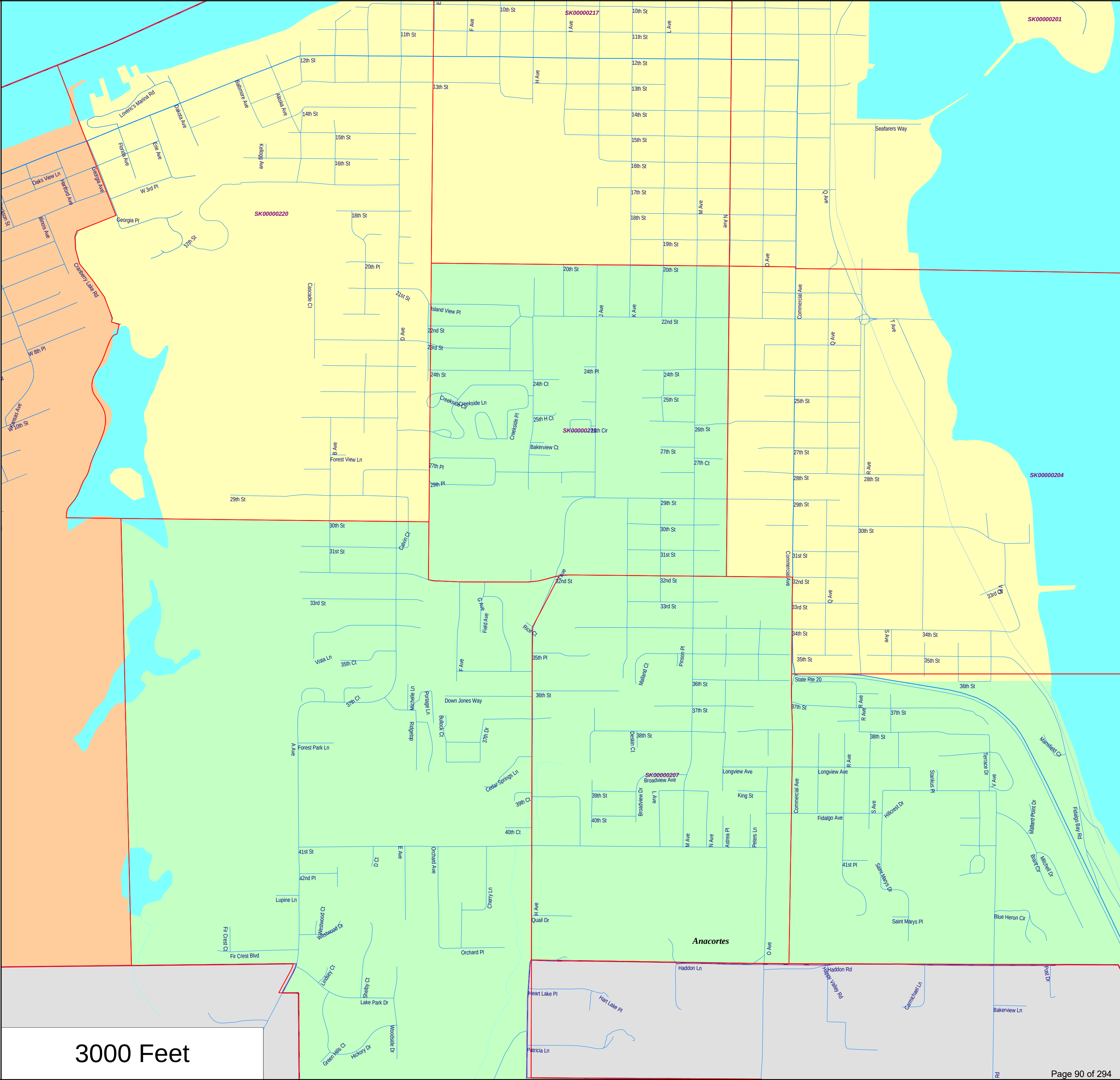
City of Anacortes - Current
Wards as Approximated
Using Census 2020
Geography

- 1st District
- 2nd District
- 3rd District

City Limits

WA State
Precincts

3000 Feet

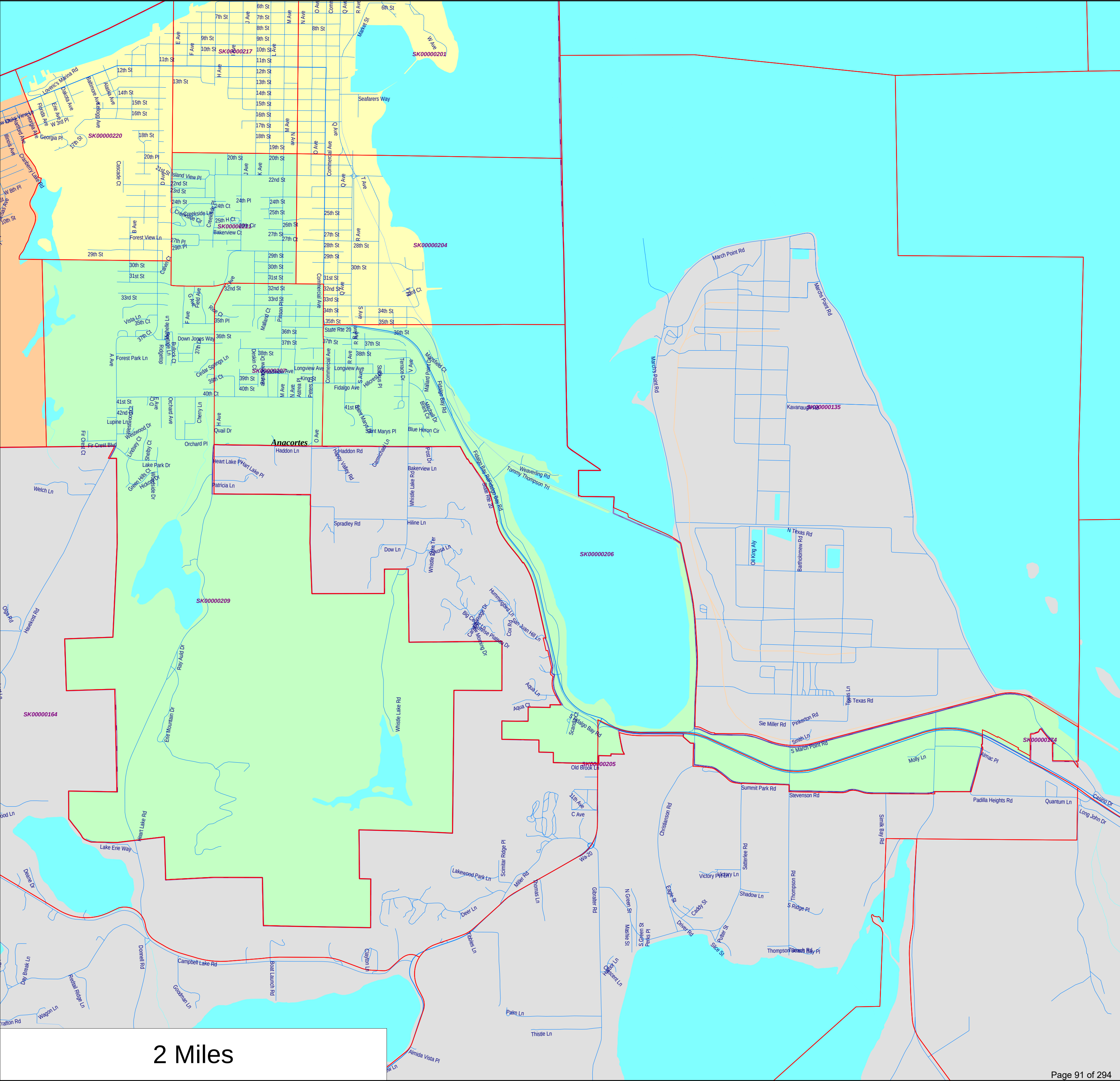


City of Anacortes - Current
Wards as Approximated
Using Census 2020
Geography

- 1st District
- 2nd District
- 3rd District

City Limits

WA State
Precincts



City of Anacortes - Current
Wards as Approximated
Using Census 2020
Geography

- 1st District
- 2nd District
- 3rd District

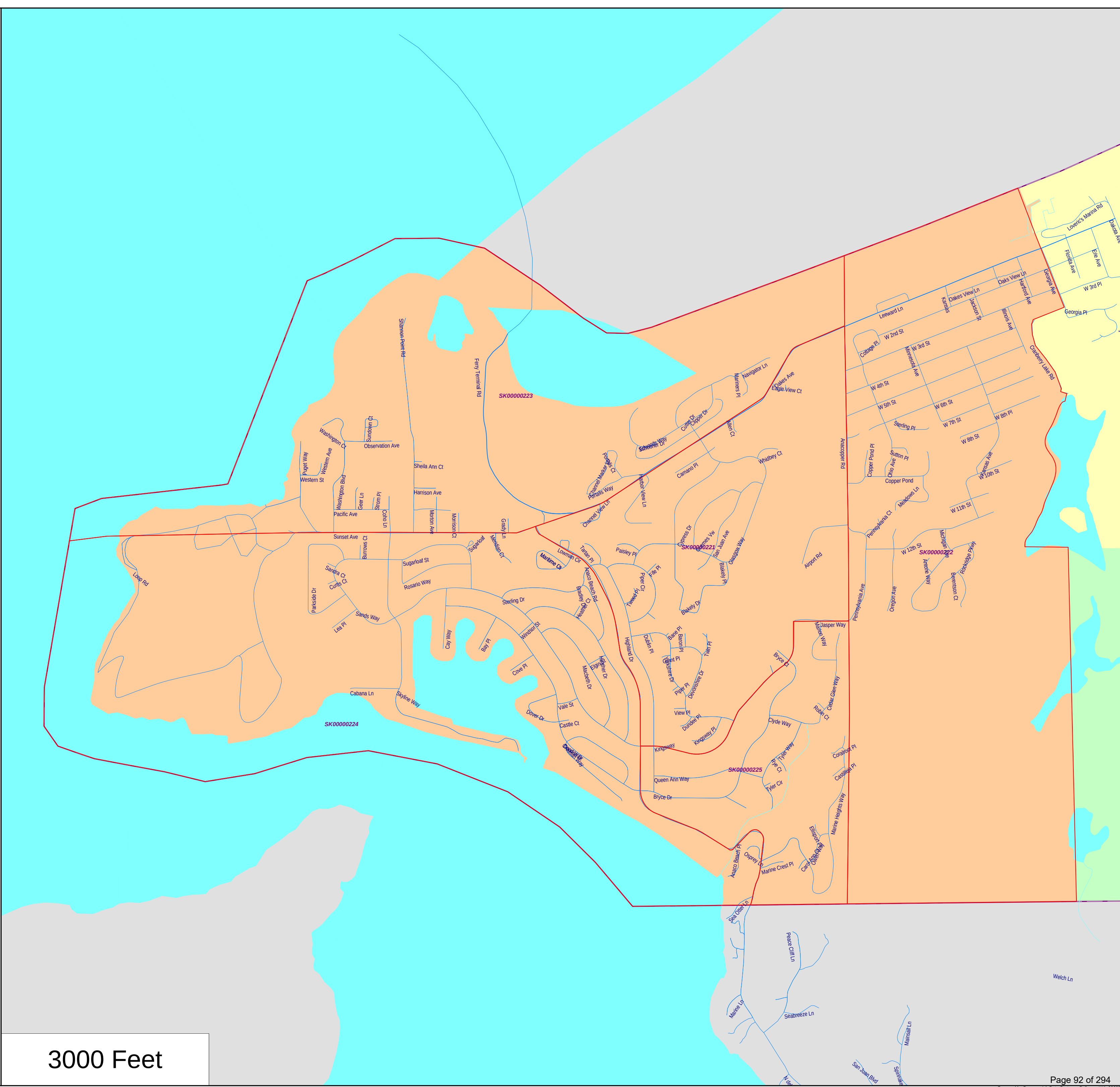
City Limits



WA State
Precincts



3000 Feet





City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 7.a.

Agenda Item Title: Closed Record Decision Hearing: CUP-2022-0002 - Samish Early Learning Center

Staff Contact(s): MORGAN EMILY

Approved for Submittal to Council by **Action Type**

MORGAN EMILY

Closed Record Decision Hearing

LIBBY GRAGE

DON MEASAMER

Item Summary: The purpose for this agenda item is for the City Council to conduct a closed record decision hearing, considering the Planning Commission's recommendation, and make a decision on CUP-2022-0002.

CUP-2022-0002 is a Conditional Use Permit with Site Plan Review application for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley. With development, off-site improvements and parking are to be developed along D Ave, 15th Street, and 16th Street via an interlocal agreement with the City and the Tribe.

Budget Impact:

N/A

Previous Action: N/A

Recommended Motion: I move to approve CUP-2022-0002, a conditional use permit with site plan review for the Samish Early Learning Center subject to the conditions of approval within the staff report of record.

Alternative Actions: Approval with modified conditions or denial.

Attachments (listed in order presented):

1. CUP-2022-0002 - Draft CC Decision

2. Signed PC Recommendation
3. Exhibit 1 - Staff Report
4. Exhibit 2 - Application Materials
5. Exhibit 3 - Project Plans
6. Exhibit 4 - Noticing
7. Exhibit 5 - Comments
8. Exhibit 6 - Approved Plans
9. Parties of Record List
10. Staff Slide Presentation

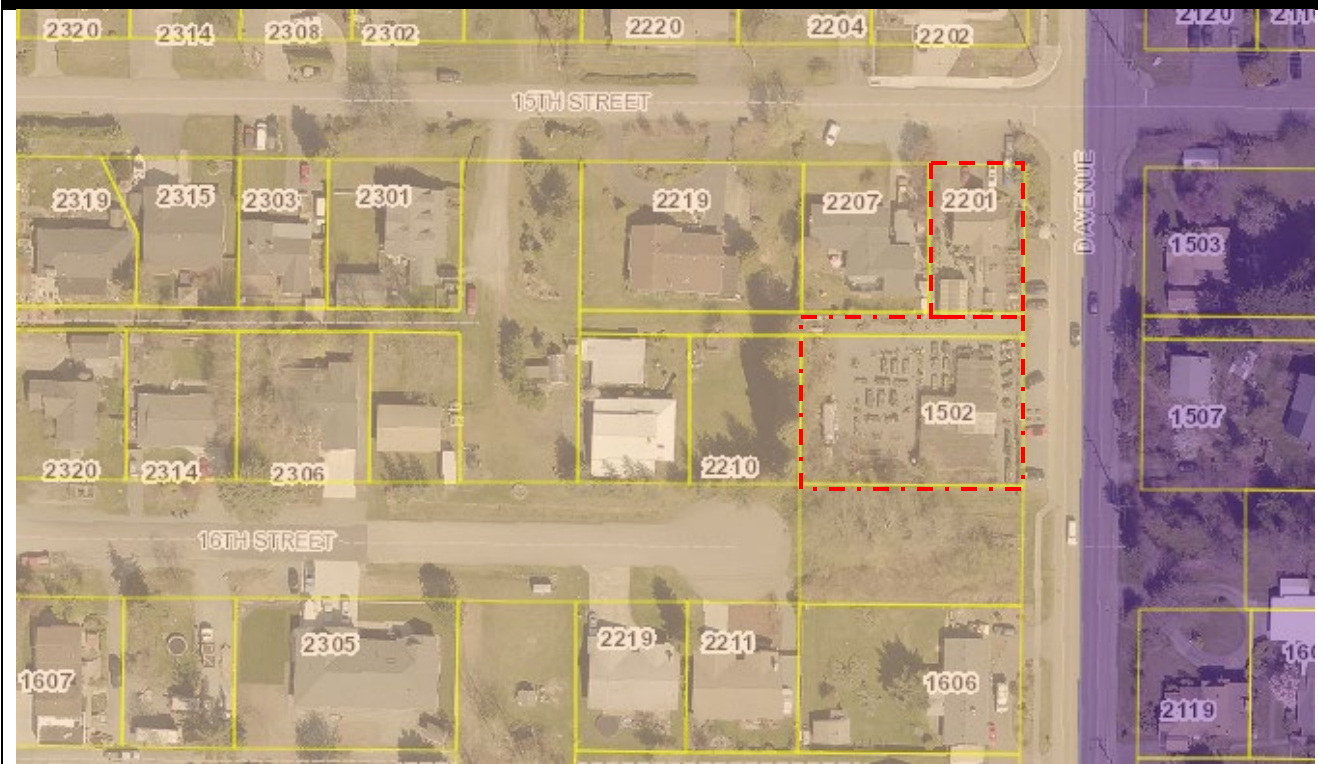


CITY COUNCIL

Finding of Facts, Conclusions of Law, & Decision

A. PROJECT SUMMARY DATA			
PROJECT INFORMATION:			
File Number	CUP-2022-0002	Date of Decision	April 25, 2022
Project Title	Samish Early Learning Center		
Project Address	1502 D Ave / 2201 15 th Street	APN(s)	P56255 / P56251
Request	The agent on behalf of the property owner has requested a Conditional Use Permit with Site Plan Review for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley. With development, off-site improvements and parking are to be developed along D Ave, 15 th Street, and 16 th Street via an interlocal agreement with the City and the Tribe.		
Property Owner /Applicant	Samish Indian Nation Attn: Kim McKinnon PO Box 217, Anacortes, WA 98221		
Agent	Carletti Architects, P.S. Attn: Peter Carletti 116 E. Fir St, Suite A, Mt. Vernon, WA 98273		
Application Date	February 1, 2022	Complete Application Date	February 9, 2022
PC Public Hearing Date	April 13, 2022	CC Closed Record Decision Hearing Date	April 25, 2022
Comprehensive Plan Designation	Residential Low Density	Zoning	Residential Low Density 2 (R2)
Water Supply	City	Sewer Supply	City
STAFF RECOMMENDATION: Approve, with conditions			
CITY STAFF CONTACTS:			
Name:	Title:	Phone:	E-mail:
Emily Morgan	Senior Planner	360-298-4350	emilym@cityofanacortes.org

PROJECT LOCATION & SURROUNDING AREA



SITE & SURROUNDING USES:

	Comprehensive Plan	Zoning	Land Use
North	Residential Low Density	R2A	Single Family Residential
East	Residential Medium Density	R3	Single Family Residential
South	Residential Low Density	R2A	Single Family Residential
West	Residential Low Density	R2A	Single Family Residential

B. PROCEDURAL

1. **Type of Review.** The proposed use would be considered a “Day Care II” per AMC 19.44.010 and would be permitted with a conditional use permit (CUP) per AMC Table 19.41.040.

The application for a CUP is a Type 4 review process, requiring a preapplication meeting with city staff, a preapplication neighborhood meeting, a 21-day public comment period, a public hearing before Planning Commission, and a closed record decision hearing before City Council. Site plan review for projects proposing more than 20,000 sq. ft. of nonresidential site improvements requires a Type 2 review process. Pursuant to AMC 19.20.040, the applications are being reviewed concurrently according to the highest-level review procedure, therefore Type 4.

2. **Project history.** The mandatory preapplication meeting was held on November 30, 2021, with the mandatory neighborhood meeting being held on January 20, 2022. The application for a conditional use permit was submitted on February 1, 2022 and determined to be complete of February 9, 2022.

3. **Public notice and reviewing departments/agencies.** A notice of application with a 21-day public comment period was published in the Anacortes American, posted on the City website/City Hall/City Library, posted on the subject site, and mailed to property owners within 300 ft. on February 23, 2022.

The project application was routed for review to applicable agencies and City departments.

REVIEWING DEPARTMENTS & AGENCIES			
City of Anacortes	Local Agencies	State & Federal	Other
• Building • Fire • PW – Operations • PW – Sanitation • PW – Streets • PW – Engineering • PW – Water • Fiber • Police	• Skagit Transit • Anacortes School District • Puget Sound Energy	• DAHP • Dept. of Health • Dept. of Commerce	• Sauk-Suiattle • Skagit System Cooperative • Stillaguamish Tribe • Swinomish Tribe

4. **Consideration of written comments and applicant responses.** The joint notice of application and public hearing outlined the public comment period, ending March 16, 2022. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C).

4.1 Comments relaying no issue or concern were received from the City's Streets and Building Departments.

4.2 Comment from the City's Fire Department indicated full review of fire would be required at prior to the issuance of building permit.

4.3 Comment from the City's Sanitation stated that if a dumpster is requested, that the dumpster pad specs meet the City's required standards.

4.4 Comment from the City's Police Department stated, *"keep city streets clear and free of heavy equipment/people that would impede the flow of traffic, unless traffic control personnel are being utilized"*.

4.5 Comment from the City's Water Distribution Department stated, *"hydrant will need to be abandoned and a new one installed on the low-pressure zone. Any unused services will need to be abandoned at the main."*

4.6 No public comment was received for the proposed development.

5. **Environmental review.** The proposed development is exempt from SEPA pursuant to WAC 197-11-800(1)(b) and AMC 18.04.120(A)(3).
6. **Public Hearing.** A pre-decision open record public hearing before the Planning Commission is scheduled for April 13, 2022, at 6:00 PM with a tentative City Council Closed Record Decision Hearing scheduled for April 25, 2022, at 6:00 PM.

C. DEPARTMENT REVIEW – Findings of Fact

1. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley.
 - 1.1. With development, off-site improvements and additional on-street parking are to be developed along D Ave, 15th Street, and 16th Street via an interlocal agreement with the City and the Tribe; said improvements would create an additional 13 parking stalls.
2. The proposed use of an early learning facility would be considered as a “Day Care II” per AMC 19.44.010. “Day Care” is defined as *“an establishment for a group care of nonresident adults or children. Specifically...nursery school for children under minimum age for education in public schools; privately conducted kindergartens or pre-kindergartens when not part of a public or parochial school”*.
3. The project site is zoned Residential Low Density 2A (R2A).
 - 3.1. Per AMC Table 19.41.040, a “Day Care II” facility is permitted in the R2A with a conditional use permit (CUP).
4. The project site is currently vacant and undeveloped.
 - 4.1. The previously existing D-Ave Nursery buildings, located on 1502 D Ave, were demolished in Summer of 2021 per BLD-2021-0641, issued July 28, 2021.
 - 4.2. A demolition permit, BLD-2021-0642 was issued on July 28, 2021, for the demolition of the existing SFR located at 2201 15th Street. As of April 1, 2022, the SFR has yet to be demolished.
5. **AMC 19.30.040 - SITE PLAN REVIEW CRITERIA.**

Anacortes Municipal Code Chapter 19.30 provides certain criteria for approval of a site plan. Below are the review criteria, along with staff comments:

 - 5.1. *AMC Chapter 15.32, Underground Utilities.*

Staff Comments: With recommended conditions of approval, all site utilities would be placed underground.
 - 5.2. *AMC Chapter 19.22, Concurrency.*

Staff Comments: The application was routed to the City’s Public Works, Police, and Fire Departments for review and comment. Based on this review it was determined that the capacity of concurrency facilities is equal to or greater than the capacity required to maintain the level of service standard for the impact from this development application. Therefore, the concurrency test is passed.

Through payment of impact fees and general facilities charges prior to grading and clearing permit issuance, the development will pay for its proportionate share of new public facilities and infrastructure needed to serve the development.
 - 5.3. *Conformance with the applicable zoning provisions of Division 4: AMC 19.41, Allowed Uses; AMC 19.42, Form & Intensity Standards; and the applicable use standards of AMC Chapters 19.43 through 19.48.*

Staff Comments: The subject property is located within the Residential Low Density 2A (R2A) zoning district. The development of the southern property (south of the alley) per the site plan of record, dated February 1, 2022, meets the required form and intensity standards per AMC 19.42.030 as follows:

- Minimum landscaped area: 20% or 2,985 sq. ft. - **Proposed:** 47% or 7,023 sq. ft.
- Maximum height: 35 ft. - **Proposed:** 21.25 ft.
- Maximum lot coverage: 40% or 5,971 sq. ft. - **Proposed:** 30% or 4,484sq. ft.
- Street Setback (off of D Ave): 20 ft. - **Proposed:** 20 ft.
- Side Street Setback (off of 16th St.): 10 ft. - **Proposed:** 10 ft.
- Rear Setback (west property line): 20 ft. – **Proposed:** 43.8 ft.
- Interior Side (north/alley property line): 5 ft. – **Proposed:** 27.5 ft.

5.4. *Conformance with the applicable zoning provisions of Division 5: AMC 19.51 Public Street Improvements Required; AMC 19.52, Public Street Design; AMC 19.53, Private Driveways & Access; and AMC 19.54, Subdivision & Block Structure.*

Staff Comments: Pursuant to AMC 19.51.020, public right of way improvements are required with the development of the proposed early learning center. There is an interlocal agreement between the City and the Samish Indian Nation; the applicant is aware that improvements are to be required on 15th Street, D Avenue, and 16th Street with the proposed development. As conditioned, this section would be satisfied.

5.5. *Conformance with the applicable zoning provisions of Division 6: AMC 19.61, Block Frontage; AMC 19.62, Site Planning, AMC 19.63, Building Design; AMC 19.64, Parking; AMC 19.65, Landscaping; AMC 19.66, Fences, Walls, and Hedges; AMC 19.67, Signs; and AMC 19.69, Standards, Generally.*

Staff Comments: The proposal constitutes a Level III improvement per AMC 19.60.020, which requires that the proposal conform to all applicable standards in Division 6 Project Design.

Pursuant to AMC 19.61.040, the subject site is located in residential zoning, therefore, the standards for landscaped block frontage per AMC 19.61.070 would apply. Based on the proposed and required frontage improvements, this provision would be satisfied with the development.

Pursuant to AMC 19.62.040, the project is required to include internal open space; as proposed, approximately 47% of the south property would be in landscaped/open space area, including an outdoor play area with tricycle track. The requirements of internal pedestrian access and design of AMC 19.62.050 are demonstrated via the connection of pathways/sidewalks from the proposed building to the new sidewalks and includes a crosswalk over the alley to the new staff parking lot.

The proposed building appears to meet the sizing and design standards of AMC 19.63 with further compliance being reviewed at time of building permit submittal and review.

Pursuant to AMC 19.64.040, the number of required parking spaces are to be determined by the director; comments received from the director during the pre-application meeting stated that a parking study would be required for the proposed development. In email dated December 3, 2021 (Exhibit A), the director approved the Parking Memo, dated October 19, 2021, which found the proposed parking to satisfy the parking requirements of AMC 19.64.

Pursuant to AMC 19.65.070, the proposed early learning facility would be considered a “low intensity nonresidential use” and is therefore required to include a fence and a 5 ft. buffer of Type A, B, or C landscaping. Due to the size of the development site exceeding 10,00 gross sq. ft., the landscape plan is required to be prepared by a Washington State licensed landscape architect; with application, a landscape plan prepared by eccosDesign Landscape Architecture and Planning, was provided, therefore, satisfying this requirement. As proposed and conditioned, the landscaping would meet the provisions of this section.

Pursuant to AMC 19.66, fencing that must exceed the maximum height to meet the Washington State day-care requirement must be 50% transparent on the portion that exceeds the allowable height. The required fencing would be reviewed for compliance with AMC 19.66 at time of application of the fence permit.

With application, the installation of new signage has not been proposed. If and/or when new signage is proposed, full compliance with AMC 19.67, including obtaining a sign permit, would be required.

5.6. *AMC Chapter 19.70, Critical Area Regulations.*

Staff Comments: No critical areas as defined by AMC 19.70 are located on or within 300 ft. of the project site; therefore, this section would not apply.

5.7. *AMC Chapter 18.04, State Environmental Policy Act.*

Staff Comments: Pursuant to WAC 197-11-800(1)(b) and AMC 18.04.120(A)(3), the proposed project would be categorically exempt from SEPA review.

5.8. *AMC Chapter 18.16, Shoreline Master Program.*

Staff Comments: The proposed development is not located within shoreline jurisdiction; therefore, this section would not apply.

5.9. *AMC Chapter 19.76, Stormwater.*

Staff Comments: A Preliminary Stormwater Management Review report was submitted with the application. The detailed civil plan and drainage report would need to be accepted by The City’s Public Works Engineering Department prior to construction work taking place. This is a recommended condition of approval; therefore, this provision would be satisfied.

5.10 *AMC Chapter 19.78, Clearing and Grading.*

Staff Comments: Conformance with this chapter is to be reviewed and approved at time of building permit review.

6. **AMC 19.36.040 - CONDITIONAL USE PERMIT REVIEW CRITERIA.**

Anacortes Municipal Code Chapter 19.36 provides certain criteria for approval of a Conditional Use Permit. Below are the criteria, along with staff comments:

- 6.1. ***The use would comply with any specific requirements for the conditional use specified elsewhere in this code;***

Staff Comments: Day Cares are subject to the use requirements in AMC 19.44.010; as proposed and as conditioned, the proposed development would conform to the applicable standards.

- 6.2. ***Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;***

Staff Comments: The proposed development access would be via the main staff parking lot off of 15th Street from D Ave. The access off of 15th street would be one-way circulation through the new parking lot, with the exit being from the alley onto D Ave.

Student drop off is proposed as parents temporarily parking in or on the parking stalls along 16th Street. It is anticipated that this method would limit access and turning movement onto D Ave for most vehicles entering and exiting the site.

Staff is recommending as a condition of approval, if complaints relating to drop off traffic are reasonably received in excess, a traffic mitigation plan would be required for the new facility.

- 6.3. ***Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;***

Staff Comments: Pursuant to Finding of Fact 5.5 and 6.2, off street parking and loading facilities have been demonstrated and could be satisfied.

- 6.4. ***The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;***

Staff Comments: Per Finding of Fact 5.5, and as conditioned, the site would conform to minimum landscaping standards.

- 6.5. ***The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;***

Staff Comments: Lighting is proposed for security purposes to illuminate the parking lot area, exit doors and entrances to provide pathway illumination/security for employees and parents dropping off /picking up children in the morning and at the end of the workday. Outdoor lighting would be kept to a minimum and would not be directed to adjacent residential properties. Further, as conditioned, exterior lighting would be required to be in compliance with AMC 19.69.040.

- 6.6. ***Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;***

Staff Comments: The hours of operation are proposed as 7:30am to 5:00pm, Monday through Friday. The generation of noise is anticipated to be minimal and temporary. Anticipated noise would occur with pick up and drop off or with outside recreation time.

No public comments with concerns of noise generation were received, nor were public comments in general received for the proposed facility.

6.7. ***Public facilities and utilities are capable of adequately serving the proposed use;***

Staff Comments: Review by applicable city departments has determined that public facilities and utilities are capable of adequately servicing the development or could be pending the approval and completion of the required improvements. Additionally, payment by the applicant of applicable impact fees and general facilities charges will mitigate the proposal's impact on public facilities and utilities.

6.8. ***The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;***

Staff Comments: The proposal's conformance to form and intensity regulations help to ensure that the proposal is suitable to the physical conditions of the site.

As previously stated, the proposed development, as conditioned, would comply with the City requirements for landscaping, with a focus on screening, stormwater, and frontage improvements.

6.9. ***Any other factors deemed relevant to the decision-maker.***

Staff Comments: No other relevant factors have been identified.

D. CONCLUSIONS

1. The proposed development was processed consistent with AMC Table 19.20.030-1 for Type 4, City Council review.
2. The proposed development has been reviewed for consistency with the regulations outlined in AMC 19.30 regulating site plan review.
3. The proposed development has been reviewed for consistency with the criteria outlined in AMC 19.36 Conditional Use Permits.
4. As conditioned, the proposed development is consistent with the Anacortes Municipal Code.
5. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C).

E. RECOMMENDATIONS

1. Staff recommendation—approve, with conditions
2. Planning Commission recommendation—approve, with conditions

F. DECISION

Based upon the application, Findings of Fact, and Conclusions of Law, City Council APPROVES the conditional use permit with site plan review with the following conditions of approval:

1. The site plan stamped "PLANNING APPROVED" on April 1, 2022, shall be the approved site layout or as amended and approved during building permit review.

2. The landscape plan stamped "PLANNING APPROVED" on April 1, 2022, shall be the approved landscaping plan, or as amended and approved during building permit review.
 - 2.1. Pursuant to AMC 19.65, the proposed/required fencing and landscaping shall be installed prior to the Certificate of Occupancy of required commercial building permit.
 - 2.2. The Type C landscape buffer along the western property line shall be installed on the east side of the proposed perimeter fence unless the adjacent property owner allows the required buffer landscaping to be installed on their property. A signed easement agreement, including maintenance responsibilities, shall be recorded prior to final occupancy of the proposed facility.
3. Construction civil plans consistent with the City of Anacortes Engineering Development Standards, including but not limited to, Clearing and Grading Plan, Erosion Control Plan, Site utility\Infrastructure improvements Plan, Roadway Improvements Plan, Signage Plan, Street Lighting Plan, and other plans and\or information required by the City Planning\Building and Public Works Departments shall be approved prior to any further ground disturbing construction activities taking place.
4. The proposed development is subject to the following fees that include but are not limited to water, sewer, and stormwater general facility and hookup fees, transportation, fire, and park impact fees. All required fees are based on the fee schedules in place at the time of building or fence permit issuance and shall be paid prior to fence permit or building permit issuance.
5. Pursuant to AMC 19.36.040(3), if the City receives an excess of reasonable complaints in regard to traffic generated from student pickup or drop off, a traffic mitigation plan shall be provided to the City.
6. Pursuant to AMC 19.69.040, exterior lighting shall be installed to ensure light is directed downward on to the subject site and must be shielded to direct light away from sky and adjacent residential uses.
7. All site utilities must be placed underground.
8. If signage is to be proposed, permitting in accordance with AMC 19.67 shall be required.
9. Fire lines, fire hydrants and related appurtenances are to be located as approved by the City of Anacortes Fire Chief and Water Department. Fire flows and emergency apparatus access shall be addressed in a manner acceptable to the Fire Chief and the City of Anacortes Public Works Department.
10. Applicant must obtain all applicable local, state, and federal permits and authorizations prior to start of site work.

INTRODUCED, PASSED, AND APPROVED BY CITY COUNCIL OF THE CITY OF ANACORTES on this 25th Day of April 2022.

CITY OF ANACORTES, WASHINGTON

Matt Miller, Mayor

Approved as to form and legality:

Attest:

Darcy Swetnam, WSBA #40530

Steve D. Hoglund, City Clerk/Treasurer

JUDICIAL APPEAL

Per AMC 19.20.030.1 and 19.20.240.A, there is no further administrative appeal available for this decision. Appeals of the decision must be made to Superior Court pursuant to Chapter 36.70C RCW.

ATTACHMENTS LIST

1. Signed PC Recommendation
2. Exhibit 1 – Staff Report, April 4, 2022
3. Exhibit 2—Application Materials
4. Exhibit 3—Project Plans
5. Exhibit 4—Noticing Documents
6. Exhibit 5—Comments
7. Exhibit 6—Approved Plans, dated April 1, 2022
8. Parties of Record List

From: [Peter Carletti](#)
To: [Morgan, Emily](#)
Cc: [Ryan Walters](#); [David Carpenter](#); [Pat Severin \(pat@sdg-llc.com\)](#); [Tammy Zempel](#); [Patrik Dylan \(eccosDesign\)](#)
Subject: RE: 16th Street parking
Date: Friday, December 3, 2021 1:07:04 PM

Thanks very much for coordinating this and making it happen.
Much appreciated.

Peter J. Carletti, LEED
Principal

 **CARLETTI**
ARCHITECTS P.S.
ARCHITECTURE, INTERIOR DESIGN, & PLANNING
www.carlettiarchitects.com
Ph: 360-424-0394 ext.101

From: Morgan, Emily <emilym@cityofanacortes.org>
Sent: Friday, December 3, 2021 1:04 PM
To: Peter Carletti <peter@carlettiarchitects.com>
Subject: FW: 16th Street

Hi Pete,

Your proposed parking plan in association with the proposed work on D Ave was found adequate to meet the required parking standards.

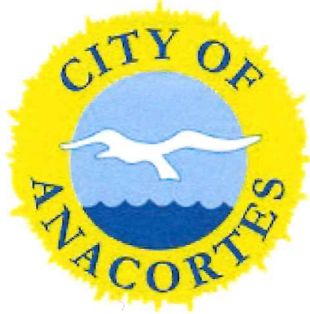
Emily

From: Measamer, Don <don@cityofanacortes.org>
Sent: Friday, December 3, 2021 1:01 PM
To: Lange, Steve <stevel@cityofanacortes.org>; Morgan, Emily <emilym@cityofanacortes.org>
Subject: RE: 16th Street

Thanks Steve,

Having reviewed the proposed onsite parking and developed on street parking proposed I am comfortable with the applicants proposal dated October 19, 2021. I will initial the memo as approved and place it on your desk.

Thanks



DON MEASAMER

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

City of Anacortes

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

p: 360-299-1942

don@cityofanacortes.org | www.anacorteswa.gov

From: Lange, Steve <stevel@cityofanacortes.org>

Sent: Friday, December 3, 2021 12:44 PM

To: Measamer, Don <don@cityofanacortes.org>; Morgan, Emily <emilym@cityofanacortes.org>

Subject: 16th Street



Samish Indian Nation
OF WASHINGTON

Memorandum

TO: Don Measamer
Planning Director
City of Anacortes

FROM: David Carpenter, Project Manager

DATE: October 19, 2021

RE: Parking at D Avenue Early Learning Center

CITY OF ANACORTES

*Planning, Community, &
Economic Development*

Date Received:

02/01/2022

CUP-2022-0002

We are pursuing development of a new Early Learning Center at the former D Ave Nursery site. The new center will be very comparable to the existing Samish Longhouse two doors down.

The existing Longhouse has 4,296 square feet. The staff count is 13, and the student count is 42 children. There are 18 parking spaces and 1 ADA van accessible parking space for a total of 19.

The proposed Early Learning Center will have 4,130 square feet with a staff count of up to 17 adults and up to 40 children. We propose 17 parking spaces and 2 ADA spaces onsite for a total of 19 stalls; the City's proposed 16th street improvements adjacent to the D Ave Nursery site includes 13 on-street parking spaces with 1 ADA van accessible; yielding a total of 32.

Handwritten signature and date: 4/4/22



ANACORTES PLANNING COMMISSION

Findings of Fact, Conclusions of Law and Recommendation

File Number	CUP-2022-0002
Project Name	Samish Early Learning Center
Proposal Description	The agent on behalf of the property owner has requested a Conditional Use Permit with Site Plan Review for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley. With development, off-site improvements and parking are to be developed along D Ave, 15 th Street, and 16 th Street via an interlocal agreement with the City and the Tribe.
Documents Available At	https://docs.cityofanacortes.org/WebLink/0/foi/650671/Row1.aspx
Public Hearing	Anacortes Planning Commission
Public Hearing Date	April 13 th , 2022
PC Deliberations	April 13 th , 2022
Decision Body	Anacortes City Council
Closed Record Hearing Date	April 25 th , 2022
Exhibits	Exhibit 1: Staff Report Exhibit 2: Application Materials Exhibit 3: Project Plans Exhibit 4: Noticing Documents Exhibit 5: Comments Exhibit 6: Approved Plans, dated April 1, 2022

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, conclusions of law, and recommendation:

Findings of Fact & Conclusions of Law

1. The Staff report dated April 4, 2022 (Exhibit 1) accurately describes the project proposal and its Findings of Fact and Conclusions of Law are hereby incorporated by reference as the Planning Commission's Findings of Fact and Conclusions of Law.
2. The following members of the public provided testimony during the public hearing: N/A
3. The following additional exhibits were entered into the record at the public hearing: N/A
4. The following additional Findings of Fact and/or Conclusions of Law are entered: N/A

Recommendation

Based on the foregoing findings and conclusions of law, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code, the Planning Commission hereby makes the following recommendation regarding the subject Conditional Use Permit and Site Plan Review applications:

- ☒ Approve with Conditions
☐ Approve
☐ Deny

Subject to staff's recommended conditions in the Staff Report dated April 4, 2022 and any additional Commissioner conditions of approval as listed below:

1. None

PLANNING COMMISSION RECOMMENDATION				
Planning Commissioners	Approve	Deny	Absent	Abstain
Frank Jeretzky	x			
Jack Curtis			x	
Sarah Reuther	x			
Linda Martin	x			
Gary Molyneaux	x			
Jeff Graf	x			
Ward MacKenzie	x			
TOTAL	6		1	

ANACORTES PLANNING COMMISSION

Anacortes, Washington


Ward MacKenzie

Planning Commission Chair

4/13/22
Date



Anacortes Planning, Community & Economic Development Department

904 6TH Street / P.O. Box 547, Anacortes, WA 98221

360.299-1984 - Office Hours: Mon-Fri 8:00 AM – 5:00 PM

STAFF REPORT

A. PROJECT SUMMARY DATA

PROJECT INFORMATION:

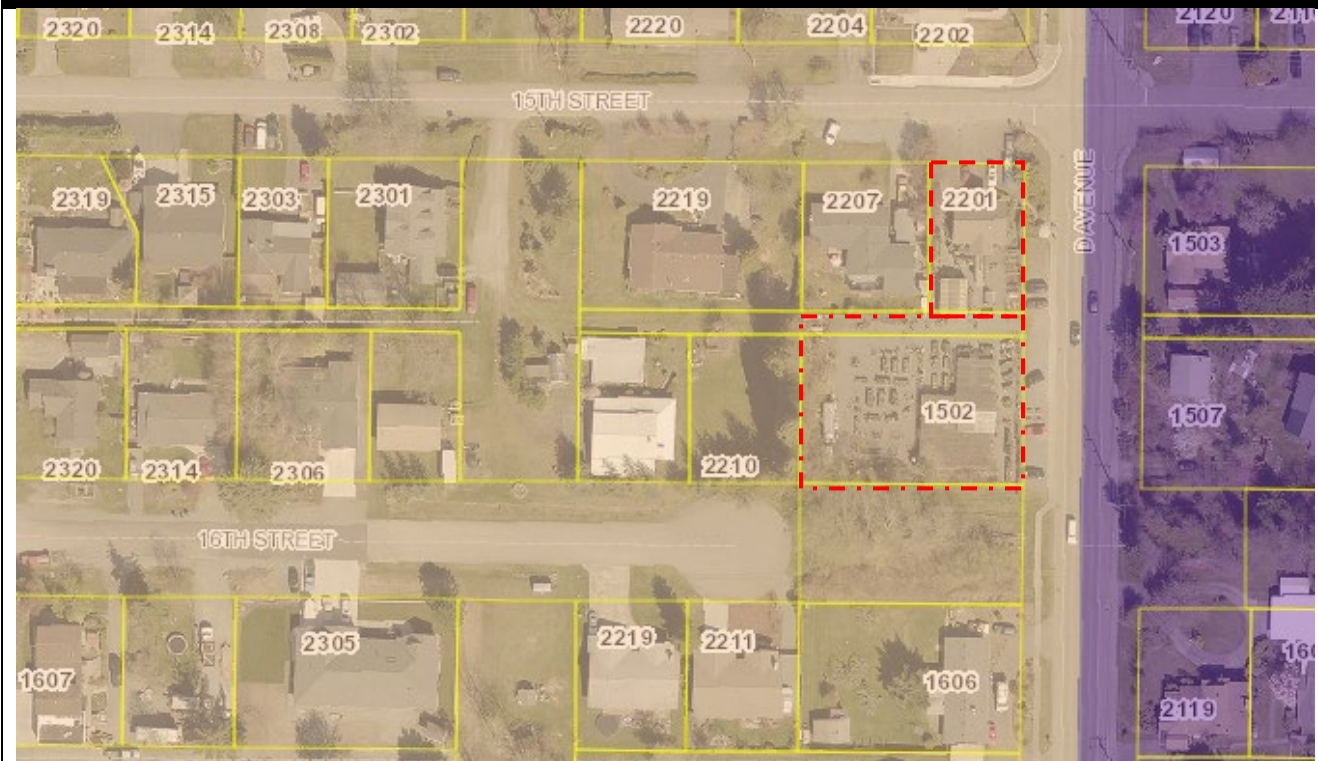
File Number	CUP-2022-0002	Date of Report	April 4, 2022
Project Title	Samish Early Learning Center		
Project Address	1502 D Ave / 2201 15 th Ave	APN(s)	P56255 / P56251
Request	The agent on behalf of the property owner has requested a Conditional Use Permit with Site Plan Review for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley. With development, off-site improvements and parking are to be developed along D Ave, 15 th Street, and 16 th Street via an interlocal agreement with the City and the Tribe.		
Property Owner /Applicant	Samish Indian Nation Attn: Kim McKinnon PO Box 217, Anacortes, WA 98221		
Agent	Carletti Architects, P.S. Attn: Peter Carletti 116 E. Fir St, Suite A, Mt. Vernon, WA 98273		
Application Date	February 1, 2022	Complete Application Date	February 9, 2022
PC Public Hearing Date	April 13, 2022	CC Closed Record Decision Hearing Date	April 25, 2022
Comprehensive Plan Designation	Residential Low Density	Zoning	Residential Low Density 2A (R2A)
Water Supply	City	Sewer Supply	City

STAFF RECOMMENDATION: Approve, with conditions

CITY STAFF CONTACTS:

Name:	Title:	Phone:	E-mail:
Emily Morgan	Senior Planner	360-298-4350	emilym@cityofanacortes.org

PROJECT LOCATION & SURROUNDING AREA



SITE & SURROUNDING USES:

	Comprehensive Plan	Zoning	Land Use
North	Residential Low Density	R2A	Single Family Residential
East	Residential Medium Density	R3	Single Family Residential
South	Residential Low Density	R2A	Single Family Residential
West	Residential Low Density	R2A	Single Family Residential

B. PROCEDURAL

1. **Type of Review.** The proposed use would be considered a “Day Care II” per AMC 19.44.010 and would be permitted with a conditional use permit (CUP) per AMC Table 19.41.040.

The application for a CUP is a Type 4 review process, requiring a preapplication meeting with city staff, a preapplication neighborhood meeting, a 21-day public comment period, a public hearing before Planning Commission, and a closed record decision hearing before City Council. Site plan review for projects proposing more than 20,000 sq. ft. of nonresidential site improvements requires a Type 2 review process. Pursuant to AMC 19.20.040, the applications are being reviewed concurrently according to the highest-level review procedure, therefore Type 4.

2. **Project history.** The mandatory preapplication meeting was held on November 30, 2021, with the mandatory neighborhood meeting being held on January 20, 2022. The application for a conditional use permit was submitted on February 1, 2022 and determined to be complete of February 9, 2022.

3. **Public notice and reviewing departments/agencies.** A notice of application with a 21-day public comment period was published in the Anacortes American, posted on the City website/City Hall/City Library, posted on the subject site, and mailed to property owners within 300 ft. on February 23, 2022.

The project application was routed for review to applicable agencies and City departments.

REVIEWING DEPARTMENTS & AGENCIES			
City of Anacortes	Local Agencies	State & Federal	Other
• Building • Fire • PW – Operations • PW – Sanitation • PW – Streets • PW – Engineering • PW – Water • Fiber • Police	• Skagit Transit • Anacortes School District • Puget Sound Energy	• DAHP • Dept. of Health • Dept. of Commerce	• Sauk-Suiattle • Skagit System Cooperative • Stillaguamish Tribe • Swinomish Tribe

4. **Consideration of written comments and applicant responses.** The joint notice of application and public hearing outlined the public comment period, ending March 16, 2022. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C).

4.1 Comments relaying no issue or concern were received from the City's Streets and Building Departments.

4.2 Comment from the City's Fire Department indicated full review of fire would be required at prior to the issuance of building permit.

4.3 Comment from the City's Sanitation stated that if a dumpster is requested, that the dumpster pad specs meet the City's required standards.

4.4 Comment from the City's Police Department stated, *"keep city streets clear and free of heavy equipment/people that would impede the flow of traffic, unless traffic control personnel are being utilized"*.

4.5 Comment from the City's Water Distribution Department stated, *"hydrant will need to be abandoned and a new one installed on the low-pressure zone. Any unused services will need to be abandoned at the main."*

4.6 No public comment was received for the proposed development.

5. **Environmental review.** The proposed development is exempt from SEPA pursuant to WAC 197-11-800(1)(b) and AMC 18.04.120(A)(3).
6. **Public Hearing.** A pre-decision open record public hearing before the Planning Commission is scheduled for April 13, 2022, at 6:00 PM with a tentative City Council Closed Record Decision Hearing scheduled for April 25, 2022, at 6:00 PM.

C. DEPARTMENT REVIEW – Findings of Fact

1. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley.
 - 1.1. With development, off-site improvements and additional on-street parking are to be developed along D Ave, 15th Street, and 16th Street via an interlocal agreement with the City and the Tribe; said improvements would create an additional 13 parking stalls.
2. The proposed use of an early learning facility would be considered as a “Day Care II” per AMC 19.44.010. “Day Care” is defined as *“an establishment for a group care of nonresident adults or children. Specifically...nursery school for children under minimum age for education in public schools; privately conducted kindergartens or pre-kindergartens when not part of a public or parochial school”*.
3. The project site is zoned Residential Low Density 2A (R2A).
 - 3.1. Per AMC Table 19.41.040, a “Day Care II” facility is permitted in the R2A with a conditional use permit (CUP).
4. The project site is currently vacant and undeveloped.
 - 4.1. The previously existing D-Ave Nursery buildings, located on 1502 D Ave, were demolished in Summer of 2021 per BLD-2021-0641, issued July 28, 2021.
 - 4.2. A demolition permit, BLD-2021-0642 was issued on July 28, 2021, for the demolition of the existing SFR located at 2201 15th Street. As of April 1, 2022, the SFR has yet to be demolished.
5. **AMC 19.30.040 - SITE PLAN REVIEW CRITERIA.**

Anacortes Municipal Code Chapter 19.30 provides certain criteria for approval of a site plan. Below are the review criteria, along with staff comments:

 - 5.1. *AMC Chapter 15.32, Underground Utilities.*

Staff Comments: With recommended conditions of approval, all site utilities would be placed underground.
 - 5.2. *AMC Chapter 19.22, Concurrency.*

Staff Comments: The application was routed to the City’s Public Works, Police, and Fire Departments for review and comment. Based on this review it was determined that the capacity of concurrency facilities is equal to or greater than the capacity required to maintain the level of service standard for the impact from this development application. Therefore, the concurrency test is passed.

Through payment of impact fees and general facilities charges prior to grading and clearing permit issuance, the development will pay for its proportionate share of new public facilities and infrastructure needed to serve the development.
 - 5.3. *Conformance with the applicable zoning provisions of Division 4: AMC 19.41, Allowed Uses; AMC 19.42, Form & Intensity Standards; and the applicable use standards of AMC Chapters 19.43 through 19.48.*

Staff Comments: The subject property is located within the Residential Low Density 2A (R2A) zoning district. The development of the southern property (south of the alley) per the site plan of record, dated February 1, 2022, meets the required form and intensity standards per AMC 19.42.030 as follows:

- Minimum landscaped area: 20% or 2,985 sq. ft. - **Proposed:** 47% or 7,023 sq. ft.
- Maximum height: 35 ft. - **Proposed:** 21.25 ft.
- Maximum lot coverage: 40% or 5,971 sq. ft. - **Proposed:** 30% or 4,484sq. ft.
- Street Setback (off of D Ave): 20 ft. - **Proposed:** 20 ft.
- Side Street Setback (off of 16th St.): 10 ft. - **Proposed:** 10 ft.
- Rear Setback (west property line): 20 ft. – **Proposed:** 43.8 ft.
- Interior Side (north/alley property line): 5 ft. – **Proposed:** 27.5 ft.

5.4. *Conformance with the applicable zoning provisions of Division 5: AMC 19.51 Public Street Improvements Required; AMC 19.52, Public Street Design; AMC 19.53, Private Driveways & Access; and AMC 19.54, Subdivision & Block Structure.*

Staff Comments: Pursuant to AMC 19.51.020, public right of way improvements are required with the development of the proposed early learning center. There is an interlocal agreement between the City and the Samish Indian Nation; the applicant is aware that improvements are to be required on 15th Street, D Avenue, and 16th Street with the proposed development. As conditioned, this section would be satisfied.

5.5. *Conformance with the applicable zoning provisions of Division 6: AMC 19.61, Block Frontage; AMC 19.62, Site Planning, AMC 19.63, Building Design; AMC 19.64, Parking; AMC 19.65, Landscaping; AMC 19.66, Fences, Walls, and Hedges; AMC 19.67, Signs; and AMC 19.69, Standards, Generally.*

Staff Comments: The proposal constitutes a Level III improvement per AMC 19.60.020, which requires that the proposal conform to all applicable standards in Division 6 Project Design.

Pursuant to AMC 19.61.040, the subject site is located in residential zoning, therefore, the standards for landscaped block frontage per AMC 19.61.070 would apply. Based on the proposed and required frontage improvements, this provision would be satisfied with the development.

Pursuant to AMC 19.62.040, the project is required to include internal open space; as proposed, approximately 47% of the south property would be in landscaped/open space area, including an outdoor play area with tricycle track. The requirements of internal pedestrian access and design of AMC 19.62.050 are demonstrated via the connection of pathways/sidewalks from the proposed building to the new sidewalks and includes a crosswalk over the alley to the new staff parking lot.

The proposed building appears to meet the sizing and design standards of AMC 19.63 with further compliance being reviewed at time of building permit submittal and review.

Pursuant to AMC 19.64.040, the number of required parking spaces are to be determined by the director; comments received from the director during the pre-application meeting stated that a parking study would be required for the proposed development. In email dated December 3, 2021 (Exhibit A), the director approved the Parking Memo, dated October 19, 2021, which found the proposed parking to satisfy the parking requirements of AMC 19.64.

Pursuant to AMC 19.65.070, the proposed early learning facility would be considered a “low intensity nonresidential use” and is therefore required to include a fence and a 5 ft. buffer of Type A, B, or C landscaping. Due to the size of the development site exceeding 10,00 gross sq. ft., the landscape plan is required to be prepared by a Washington State licensed landscape architect; with application, a landscape plan prepared by eccosDesign Landscape Architecture and Planning, was provided, therefore, satisfying this requirement. As proposed and conditioned, the landscaping would meet the provisions of this section.

Pursuant to AMC 19.66, fencing that must exceed the maximum height to meet the Washington State day-care requirement must be 50% transparent on the portion that exceeds the allowable height. The required fencing would be reviewed for compliance with AMC 19.66 at time of application of the fence permit.

With application, the installation of new signage has not been proposed. If and/or when new signage is proposed, full compliance with AMC 19.67, including obtaining a sign permit, would be required.

5.6. *AMC Chapter 19.70, Critical Area Regulations.*

Staff Comments: No critical areas as defined by AMC 19.70 are located on or within 300 ft. of the project site; therefore, this section would not apply.

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Staff Comments: Pursuant to WAC 197-11-800(1)(b) and AMC 18.04.120(A)(3), the proposed project would be categorically exempt from SEPA review.

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Staff Comments: The proposed development is not located within shoreline jurisdiction; therefore, this section would not apply.

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Staff Comments: A Preliminary Stormwater Management Review report was submitted with the application. The detailed civil plan and drainage report would need to be accepted by The City’s Public Works Engineering Department prior to construction work taking place. This is a recommended condition of approval; therefore, this provision would be satisfied.

5.10 *AMC Chapter 19.78, Clearing and Grading.*

Staff Comments: Conformance with this chapter is to be reviewed and approved at time of building permit review.

6. **AMC 19.36.040 - CONDITIONAL USE PERMIT REVIEW CRITERIA.**

Anacortes Municipal Code Chapter 19.36 provides certain criteria for approval of a Conditional Use Permit. Below are the criteria, along with staff comments:

- 6.1. ***The use would comply with any specific requirements for the conditional use specified elsewhere in this code;***

Staff Comments: Day Cares are subject to the use requirements in AMC 19.44.010; as proposed and as conditioned, the proposed development would conform to the applicable standards.

- 6.2. ***Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;***

Staff Comments: The proposed development access would be via the main staff parking lot off of 15th Street from D Ave. The access off of 15th street would be one-way circulation through the new parking lot, with the exit being from the alley onto D Ave.

Student drop off is proposed as parents temporarily parking in or on the parking stalls along 16th Street. It is anticipated that this method would limit access and turning movement onto D Ave for most vehicles entering and exiting the site.

Staff is recommending as a condition of approval, if complaints relating to drop off traffic are reasonably received in excess, a traffic mitigation plan would be required for the new facility.

- 6.3. ***Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;***

Staff Comments: Pursuant to Finding of Fact 5.5 and 6.2, off street parking and loading facilities have been demonstrated and could be satisfied.

- 6.4. ***The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;***

Staff Comments: Per Finding of Fact 5.5, and as conditioned, the site would conform to minimum landscaping standards.

- 6.5. ***The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;***

Staff Comments: Lighting is proposed for security purposes to illuminate the parking lot area, exit doors and entrances to provide pathway illumination/security for employees and parents dropping off /picking up children in the morning and at the end of the workday. Outdoor lighting would be kept to a minimum and would not be directed to adjacent residential properties. Further, as conditioned, exterior lighting would be required to be in compliance with AMC 19.69.040.

- 6.6. ***Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;***

Staff Comments: The hours of operation are proposed as 7:30am to 5:00pm, Monday through Friday. The generation of noise is anticipated to be minimal and temporary. Anticipated noise would occur with pick up and drop off or with outside recreation time.

No public comments with concerns of noise generation were received, nor were public comments in general received for the proposed facility.

6.7. ***Public facilities and utilities are capable of adequately serving the proposed use;***

Staff Comments: Review by applicable city departments has determined that public facilities and utilities are capable of adequately servicing the development or could be pending the approval and completion of the required improvements. Additionally, payment by the applicant of applicable impact fees and general facilities charges will mitigate the proposal's impact on public facilities and utilities.

6.8. ***The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;***

Staff Comments: The proposal's conformance to form and intensity regulations help to ensure that the proposal is suitable to the physical conditions of the site.

As previously stated, the proposed development, as conditioned, would comply with the City requirements for landscaping, with a focus on screening, stormwater, and frontage improvements.

6.9. ***Any other factors deemed relevant to the decision-maker.***

Staff Comments: No other relevant factors have been identified.

D. CONCLUSIONS

1. The proposed development was processed consistent with AMC Table 19.20.030-1 for Type 4, City Council review.
2. The proposed development has been reviewed for consistency with the regulations outlined in AMC 19.30 regulating site plan review.
3. The proposed development has been reviewed for consistency with the criteria outlined in AMC 19.36 Conditional Use Permits.
4. As conditioned, the proposed development is consistent with the Anacortes Municipal Code.
5. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C).

E. RECOMMENDATION

Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission recommend approval of the site plan and conditional use permit with the following conditions of approval:

1. The site plan stamped "PLANNING APPROVED" on April 1, 2022, shall be the approved site layout or as amended and approved during building permit review.
2. The landscape plan stamped "PLANNING APPROVED" on April 1, 2022, shall be the approved landscaping plan, or as amended and approved during building permit review.

- 2.1. Pursuant to AMC 19.65, the proposed/required fencing and landscaping shall be installed prior to the Certificate of Occupancy of required commercial building permit.
- 2.2. The Type C landscape buffer along the western property line shall be installed on the east side of the proposed perimeter fence unless the adjacent property owner allows the required buffer landscaping to be installed on their property. A signed easement agreement, including maintenance responsibilities, shall be recorded prior to final occupancy of the proposed facility.
3. Construction civil plans consistent with the City of Anacortes Engineering Development Standards, including but not limited to, Clearing and Grading Plan, Erosion Control Plan, Site utility\Infrastructure improvements Plan, Roadway Improvements Plan, Signage Plan, Street Lighting Plan, and other plans and\or information required by the City Planning\Building and Public Works Departments shall be approved prior to any further ground disturbing construction activities taking place.
4. The proposed development is subject to the following fees that include but are not limited to water, sewer, and stormwater general facility and hookup fees, transportation, fire, and park impact fees. All required fees are based on the fee schedules in place at the time of building or fence permit issuance and shall be paid prior to fence permit or building permit issuance.
5. Pursuant to AMC 19.36.040(3), if the City receives an excess of reasonable complaints in regard to traffic generated from student pickup or drop off, a traffic mitigation plan shall be provided to the City.
6. Pursuant to AMC 19.69.040, exterior lighting shall be installed to ensure light is directed downward on to the subject site and must be shielded to direct light away from sky and adjacent residential uses.
7. All site utilities must be placed underground.
8. If signage is to be proposed, permitting in accordance with AMC 19.67 shall be required.
9. Fire lines, fire hydrants and related appurtenances are to be located as approved by the City of Anacortes Fire Chief and Water Department. Fire flows and emergency apparatus access shall be addressed in a manner acceptable to the Fire Chief and the City of Anacortes Public Works Department.
10. Applicant must obtain all applicable local, state, and federal permits and authorizations prior to start of site work.

Staff reserves the right to supplement the record of the case to respond to matters and information raised after the writing of this report.

EXHIBIT A

From: [Peter Carletti](#)
To: [Morgan, Emily](#)
Cc: [Ryan Walters](#); [David Carpenter](#); [Pat Severin \(pat@sdg-llc.com\)](#); [Tammy Zempel](#); [Patrik Dylan \(eccosDesign\)](#)
Subject: RE: 16th Street parking
Date: Friday, December 3, 2021 1:07:04 PM

Thanks very much for coordinating this and making it happen.
Much appreciated.

Peter J. Carletti, LEED
Principal

 **CARLETTI**
ARCHITECTS P.S.
ARCHITECTURE, INTERIOR DESIGN, & PLANNING
www.carlettiarchitects.com
Ph: 360-424-0394 ext.101

From: Morgan, Emily <emilym@cityofanacortes.org>
Sent: Friday, December 3, 2021 1:04 PM
To: Peter Carletti <peter@carlettiarchitects.com>
Subject: FW: 16th Street

Hi Pete,

Your proposed parking plan in association with the proposed work on D Ave was found adequate to meet the required parking standards.

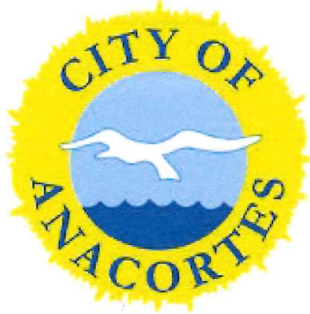
Emily

From: Measamer, Don <don@cityofanacortes.org>
Sent: Friday, December 3, 2021 1:01 PM
To: Lange, Steve <stevel@cityofanacortes.org>; Morgan, Emily <emilym@cityofanacortes.org>
Subject: RE: 16th Street

Thanks Steve,

Having reviewed the proposed onsite parking and developed on street parking proposed I am comfortable with the applicants proposal dated October 19, 2021. I will initial the memo as approved and place it on your desk.

Thanks



DON MEASAMER

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

City of Anacortes

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

p: 360-299-1942

don@cityofanacortes.org | www.anacorteswa.gov

From: Lange, Steve <stevel@cityofanacortes.org>

Sent: Friday, December 3, 2021 12:44 PM

To: Measamer, Don <don@cityofanacortes.org>; Morgan, Emily <emilym@cityofanacortes.org>

Subject: 16th Street



Samish Indian Nation
OF WASHINGTON

Memorandum

TO: Don Measamer
Planning Director
City of Anacortes

FROM: David Carpenter, Project Manager

DATE: October 19, 2021

RE: Parking at D Avenue Early Learning Center

CITY OF ANACORTES

*Planning, Community, &
Economic Development*

Date Received:

02/01/2022

CUP-2022-0002

We are pursuing development of a new Early Learning Center at the former D Ave Nursery site. The new center will be very comparable to the existing Samish Longhouse two doors down.

The existing Longhouse has 4,296 square feet. The staff count is 13, and the student count is 42 children. There are 18 parking spaces and 1 ADA van accessible parking space for a total of 19.

The proposed Early Learning Center will have 4,130 square feet with a staff count of up to 17 adults and up to 40 children. We propose 17 parking spaces and 2 ADA spaces onsite for a total of 19 stalls; the City's proposed 16th street improvements adjacent to the D Ave Nursery site includes 13 on-street parking spaces with 1 ADA van accessible; yielding a total of 32.

Handwritten signature and date: 4/4/22



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT
Mailing Address: P.O. Box 547, Anacortes, WA 98221
Office Location: 904 6th Street, Anacortes WA 98821
Phone: (360) 299-1984

CITY OF ANACORTES
Planning, Community, &
Economic Development
Date Received:
02/01/2022
CUP-2022-0002

Master Land Use Permit Application

TYPE OF APPLICATION (check all that apply):		
☐ Administrative Interpretation ☐ Annexation Request ☐ Binding Site Plan (Preliminary) ☐ Boundary Line Adjustment (BLA)** ☐ BLA: Lot Consolidation** ☒ Conditional Use Permit (CUP) per AMC 19.36** ☐ Critical Areas Exemption** ☐ Critical Areas Permitted Alteration** ☐ Critical Areas Reasonable Use Exception** ☐ Cottage Housing Development** ☐ Development Agreement	☐ Essential Public Facility ☐ Long Subdivision (Preliminary)** ☐ Lot Certification ☐ Minor Permit Revision ☐ Plat Amendment /Modification ☐ SEPA Environmental Review** ☐ Shoreline Conditional Use Permit** ☐ Shoreline Exemption** ☐ Shoreline Substantial Development Permit** ☐ Shoreline Variance** ☐ Short Subdivision (Preliminary)**	☐ Site Plan Review – Type 1** ☒ Site Plan Review – Type 2** ☐ Site-Specific Rezone Authorized by the Comprehensive Plan ☐ Stormwater Management Manual Adjustments & Exceptions ☐ Variance (Level 1) ** ☐ Variance (Level 2) ** ☐ Wireless Conditional Use Permit (WCUP)** ☐ Wireless Service Facility (WSF) Permit**
**Permit type has supplemental application/checklist that must be submitted with Master Land Use Permit Application		
PROJECT & SITE INFORMATION:		
SITE ADDRESS: 1502 D Avenue Building location (Lot 1 south) 2201 15th Avenue parking lot location (Lot 2 north)		PROJECT NAME: Samish Early Learning Center
PARCEL NUMBER(S): P56255 (1502 D Avenue) P56251 (2201 15th Avenue)		SECTION, TOWNSHIP, & RANGE S24 T35 R01
LOT SQUARE FOOTAGE & ACREAGE: Lot 1 South 14,927 s.f. Lot 2 North - 5,971 s.f.		PROJECT VALUATION: \$2.5 million
LEGAL DESCRIPTION: See attached		PRESENT ZONING: R2A
PRESENT USE OF PROPERTY: Vacant residence and vacant plant nursery		CUT & FILL (CY) PROPOSED: Cut 550 CY/Fill 440 CY
PRE-APPLICATION CONFERENCE HELD?: ☒ Yes, the City file # is <u>PRE-2021-0050</u> ☐ No		WATER SOURCE: ☒ City of Anacortes ☐ Private Well ☐ Community Well

ACKNOWLEDGEMENTS & SIGNATURE	
Read and initial each of the following statements prior to signing this application:	
PJC	I understand that land use and/or planning permits do not authorize earth disturbing activities, the removal of vegetation, or the construction of buildings. I understand that additional permits will be required after my land use and/or planning permitting process is completed. I understand that no earth disturbing activities (including the removal of vegetation) may take place until after my land use and/or planning process is complete, and only after I have received additional permits such as Fill & Grade, Building Permit, or Right-of-Way permit(s).
PJC	I understand that if critical areas (wetlands, streams, steep slopes, etc.) are found on or near my property I am not authorized to impact these areas in any way and will be required to leave an undisturbed buffer area around the critical area, as determined according to the City's critical areas regulations.
PJC	I understand that depending on the size and scope of my project, I may be required to provide maintenance and/or performance bonds for items such as landscaping, critical areas, public roads and/or public utilities that I construct or install.
PJC	I understand that I am solely responsible for providing complete and accurate information to the City. I understand that if my application is missing information or if inaccurate materials are submitted, my permits will be delayed. I understand that depending on how inaccurate and how incomplete my application is or becomes, the Department may require an entirely new application be submitted. I understand that when and if conditions change from that which my application originally represented, I am responsible for letting the City staff person assigned to my project know.
PJC	I understand that I am applying for permits from the City of Anacortes only; and that additional permits from other Federal, State, and Local agencies could be required. I understand that the City of Anacortes cannot advise me of permits that are required from other agencies, and that I must contact these agencies to make sure I comply with their requirements. These agencies include (but are not limited to): Corps of Engineers, Department of Natural Resources, Department of Fish & Wildlife, Department of Ecology, and Northwest Clean Air Agency.
PJC	I understand that I will be responsible for paying consultants that the City may deem necessary to review certain aspects of my application. I understand that these consultant reviews could include special inspections, traffic concurrency, critical areas, landscaping, stormwater, etc.

Signature required on next page.

By affixing my signature hereto, I certify that I am the owner, or am acting as the Owner's authorized agent*, and that the application and documents contained with this submittal are complete and accurate to the best of my knowledge and abilities.

If your title report lists a company, partnership or other owners, you must submit evidence that you are authorized to sign on behalf of the entity or others that are listed.

Please attach additional signature sheets if there is more than one owner.

Under penalty of perjury, I certify that the information, statements, answers above regarding the subject application(s) are true and correct to the best of my knowledge and belief.

Property Owner Signature: _____

Printed Name: _____

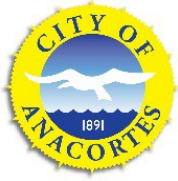
Date: _____

Authorized Agent Signature*: Peter Carletti

Printed Name: Peter Carletti

Date: 2/1/22

***If you are an authorized agent (and not the property owner) you must submit a signed, notarized [Agent Authorization Form](#).**

**PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT**

Mailing Address: P.O. Box 547, Anacortes, WA 98221

Office Location: 904 6th Street, Anacortes WA 98821

Phone: (360) 299-1984

CITY OF ANACORTESPlanning, Community, &
Economic Development**Date Received:**

02/01/2022

CUP-2022-0002

CONDITIONAL USE PERMIT APPLICATION

SUBMITTAL REQUIREMENTS

Applicant Checklist	Conditional Use Permit Submittal Requirement Checklist See pages 2-3 of this handout for information about each submittal item listed below. See AMC 19.36 for Conditional Use Permit review and approval criteria.	Office Use Only
X	Master Land Use Permit Application	
X	Agent Authorization Form	
X	Project Narrative	
X	Responses to Conditional Use Permit criteria	
X	Stormwater Site plan	
X	Site Plan & Landscape Plan	
X	Clearing & Grading Plans	
X	Building Elevation Drawings	
NA	Environmental Checklist (SEPA)	
X	Transportation Concurrency Review Form	
X	Subdivision Guarantee	
X	Recorded Property Boundary Survey	
X	Technical Reports	
NA	Critical Area Report	
X	Parking Study (see memo approved by Director)	
NA	Cultural Resource Survey	
Submit Application Please send applications in PDF format to pced@cityofanacortes.org . An email with a link to a file share site is also acceptable. Paper copies may be requested after initial review.		Application Fee See the Land Use Permit Fee Schedule Fees will be invoiced to you after receipt of your application.

SUBMITTAL REQUIREMENT DETAILS

Additional details on certain submittals is provided below to ensure Applicants are fully aware what City staff will be looking for when an application is submitted to the City.

- a. **MASTER PERMIT APPLICATION:** Form attached. Use this form to indicate all requested land use permits and other key information about your proposed project.
- b. **AGENT AUTHORIZATION FORM.** Use this form to authorize someone other than the property owner to apply for permits.
- c. **PROJECT NARRATIVE:** Form attached. This document contains a list of elements to be included in your project narrative to help provide a clear and concise description of your proposal for those reviewing it.
- d. **RESPONSES TO CONDITIONAL USE PERMIT CRITERIA:** In order for the decision-maker to grant a conditional use permit, there must be a finding that the use would be consistent with the criteria in AMC 19.36.040. As the applicant, it is your responsibility to clearly demonstrate how each criteria is met.
- e. **STORMWATER SITE PLAN:** The Stormwater Site Plan is the comprehensive report containing all of the technical information and analysis necessary for regulatory agencies to evaluate your project for compliance with stormwater requirements. The level of stormwater review and contents of the Stormwater Site Plan will vary with the type and size of the project, and individual site characteristics. Use Form CG-3 to determine the level of stormwater review and then complete the applicable Stormwater Minimum Requirements Form on the Public Works - [Engineering Department Forms website](#) and provide required submittal items/plans.
- f. **SITE & LANDSCAPE PLANS:** These plans are needed so that your proposal can be reviewed for conformance with the applicable zoning and land use, community design, and project design provisions of the development regulations contained in AMC Title 19 Unified Development Code. (Use the site plan checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms)
- g. **CLEARING & GRADING PLANS:** Checklist is located in the [Clearing/Grading Permit application packet](#). These plans are needed so that your proposal can be reviewed for conformance with [AMC 19.78 Clearing and Grading](#).
- h. **BUILDING ELEVATION DRAWINGS:** Checklist attached. These plans are needed so that your proposal can be reviewed for conformance with the applicable project and building design provisions in AMC Title 19 Unified Development Code. (Use the building elevations checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms).
- i. **SEPA CHECKLIST:** Unless a project is categorically exempt, an environmental checklist is required to be completed and submitted.
- j. **TRANSPORTATION CONCURRENCY REVIEW FORM:** This form is used to collect information for the City's travel demand model, which is used to determine a project's impacts on the transportation system. Under GMA, the City must prohibit development approval if the development would cause the level of service on a locally owned transportation facility to

decline below the standards adopted in the transportation element of the comprehensive plan, unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development. [AMC 19.22 Concurrency](#) contains the review criteria.

- k. **SUBDIVISION GUARANTEE:** A document prepared by a title insurance company documenting the ownership and title of all interested parties in the development and that lists all encumbrances. This document is needed to verify property ownership and to identify any encumbrances that are recorded to the property's title. Copies of all the encumbrances listed within the certificate or report must be provided. The certificate or report must be dated within 30 days prior to the submittal of a permit to the City.
- l. **RECORDED PROPERTY BOUNDARY SURVEY:** A recorded survey is required to define the limits of the property subject to the application. All property corners must be staked/marked and visible.
- m. **DIGITAL COPY OF ALL APPLICATION DOCUMENTS:** PDF format files for all submittal items, named as they appear on the submittal checklist, must be provided on a flash drive or emailed to pced@CityofAnacortes.org.

TECHNICAL REPORTS

Following is a list of technical reports that may be required to be submitted to the City depending on project and site-specific factors. The general triggers for each of the listed technical reports is provided below:

- A. **CRITICAL AREAS REPORTS:** In general, Critical Area reports are required when wetlands, streams, habitat conservation areas, geologically hazardous areas, shorelines, or aquifer recharge areas are located on or near a site. Critical area mitigation plans may also be required, depending on the project proposal. See Anacortes Municipal Code Ch. 17.70 for additional information.
- B. **PARKING STUDY:** A parking study may be required to determine the parking requirements for a specific use, adjusting minimum and maximum quantitative parking requirements, determining times of peak demand, and determining impacts to on-street parking in the vicinity of a proposed development. See AMC 19.64.020 for more info.
- C. **CULTURAL RESOURCES REPORT:** For more information on cultural resource surveys contact the Washington Department of Archaeology and Historic Preservation (<http://www.dahp.wa.gov>)
- D. **OTHER TECHNICAL REPORTS MAY BE REQUIRED TO DETERMINE /ENSURE CONFORMANCE WITH CUP CRITERIA.**

PROJECT NARRATIVE REQUIREMENTS

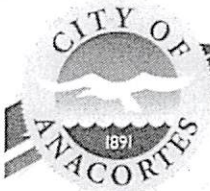
GENERAL INFORMATION
This form is intended to assist applicants in creating complete project narrative for site plan and building design review. Please fill in each space with the requested information.
PROJECT DESCRIPTION – Required for all project types
A. If a neighborhood meeting was held, provide the date held, general items of discussion at the meeting, and how the project proposal has been modified since the meeting, if applicable.
A neighborhood meeting was held on January 20, 2022. The project was presented as it is represented in this application. There have been no changes.
B. Proposed use of the Site per AMC Table 19.41.040 or 19.41.050 and any special use provisions that apply. (see AMC 19.43 – 19.48)
Day care Type II CUP required Type IV approval by City Council.
C. Current use of the Site. Date of construction for any existing structures on site, and whether they are to be removed or retained.
Former plant nursery on the south lot has been demolished. An existing residence on north lot will be demolished for a new staff parking lot. Construction is anticipated for Summer 2022.
D. Description of the site's physical characteristics, including special site features (such as wetlands, water bodies, steep slopes, or other critical areas).
The south site is currently occupied by a former plant nursery and the north site is occupied by a vacant existing residence. Both sites are mostly gravel impervious surfaces. Both sites are flat.
E. Current uses and special site features of surrounding properties.
Most of the surrounding properties are residences.
F. Description of general design techniques you considered to implement low impact development (see AMC 19.76.050(A) and (B)) in the design of your project site and proposed stormwater facilities necessary for compliance with AMC 19.76 Stormwater.
See Civil drawings and calculations.
G. Description of the proposed form and intensity of the proposed development (height, setbacks, lot coverage, etc.). (See AMC 19.42.)
See Sheet A-1.1, A-1.2 and A-3.0.
H. Identification of the site's block frontage designation(s) and description of project conformance. (see AMC 19.61)
The property is not within a block frontage designation. Conformance for the landscape block frontage has been provided. See Sheets A-1.1, A-1.2 and A-3.0.
I. Description of the proposed building design, including a description of conformance with building massing and articulation, building details, building materials, and blank wall treatment requirements. (See AMC 19.63). Note: If you are proposing any departures, you must attach the applicable form.

See Sheets A-1.1, A-1.2 and A-3.0.
J. Description of proposed parking for vehicles and bicycles, including provisions for guests, shared parking. (see AMC 19.65)
See Sheets A-1.1, A-1.2.
K. Describe existing and proposed site access from public streets and any proposed street and/or pedestrian improvements.
Access to the site will be from the intersection of 15 th Street and D Avenue to the main parking lot located north of the daycare. From the intersection of the Alley and D Avenue to secondary parking lot area and the side of the building. There will be off-site parking developed per an inter-local agreement with the City on 16 th Street to the south. New sidewalks will be installed on 15 th , 16 th Street and D Avenue.
L. Estimated quantities and type of materials involved if any fill or excavation is proposed.
Cut is estimated at 550 cubic yards and fill is estimated at 440 cubic yards.
M. Number, type, and size of trees to be removed.
Existing vegetation and trees will be removed and new landscaping and street trees will be installed to meet landscape code requirements.
N. Description of existing site utilities and proposed utilities, including extensions, upgrades, relocations, etc. (see AMC 19.52 Underground Utilities).
The existing site currently has water, sewer and power stubbed to the site for the existing home that is being demolished. The existing stubs will be removed, and new utilities will be constructed to the new building.
O. Explanation of any land to be dedicated to the City.
None.

CONDITIONAL USE PERMIT CRITERIA

GENERAL INFORMATION
The following section is intended to help you provide information about your project's compliance with the CUP criteria. Please fill in each space with responses that demonstrate how your proposal complies with all each criteria found in AMC 19.36.040.
P. How will the proposed conditional use comply with any specific requirements for the use found elsewhere in Title 19 Development Regulations?
Zoning for the site is R2A which allows a Daycare Type II use as an approved use via a Conditional Use Permit. This is a type IV approval by City Council.
Q. Describe how access to the site is appropriate considering the anticipated volume of traffic resulting from the use.
We have created access to the main parking lot from the intersection of 15 th Street and D Avenue with a right out from that parking lot at the intersection of the alley and D Avenue. The parking lot to the north on 15 th and the alley parking will be for staff. Parents will park temporarily for drop off and pick up of children on the parking stalls and street improvements being created along the intersection of 16 th Street and D Avenue. This will limit access and turning movement onto D Avenue for most of the vehicles entering and exiting the site.
R. Describe how off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use.
See parking memo from the applicant. We anticipate a total of xx staff and 40 children. Parking on site is provided for 19 vehicles. Parking for an additional xx vehicles is provided off-site along 16 th Street. There is adequate parking provided. A loading area is provided on the alley.
S. Describe the location and intensity of outdoor lighting and how casting of light on adjacent, adjoining, or neighboring properties will be avoided.
Lighting is shown on sheet A-1.1. All lighting will be LED light fixtures with cut off shields and comply with "night sky" requirements. Lighting will be for security purposes to illuminate the parking lot area, exit doors and entrances to provide pathway illumination and security for employees and parents dropping off and picking up children in the morning and at the end of the work day.
T. Describe the hours and manner of operation of the proposed use, including anticipated noise generation, and how these will not be inconsistent with adjacent or nearby uses.
The facility will be open from the hours of 7:30am to 5:00pm Monday - Friday. This will not have an impact on adjacent residential properties. Minimal noise generation will result from the vehicles entering into the site for employee parking. Most parents will park on the alley or along 16 th Street to drop off and pick up their child/children.
U. Describe existing or proposed public facilities that will serve the use and whether they are adequate to serve the proposed use.

The site is currently served by: City of Anacortes Water City of Anacortes Storm sewer and Sanitary sewer Puget sound energy and light power and gas City of Anacortes refuse services
V. Describe the physical conditions of the site, including size, shape, topography, and drainage and their suitability for the proposed development.
The south site is currently occupied by a former plant nursery building which has been demolished and the north site is occupied by a vacant existing residence which will be demolished. Both sites are mostly gravel impervious surfaces. Both sites are flat. The storm drainage currently sheet flows to existing ditches or the existing City storm-sewer.
W. Describe any other factors deemed relevant to the decision-maker.
The property has been design with materials, architectural forms and fenestration to compliment that of the surrounding residential neighborhood. The structure is designed to be aesthetically appealing and blend in with the surrounding neighborhood. Native landscaping to meet code will be installed. All parking has been screened as much as possible to minimize impacts to the surrounding residences.



Planning, Community, & Economic Development Department
904 6th St. / P.O. Box 947, Anacortes, WA 98221
360-293-1984

AGENT AUTHORIZATION FORM

Use this form to authorize someone other than the property owner to apply for permits for the subject property.

Project Name: Samish Early Learning Center
Property Address: 1502 D Avenue
City, State, Zip: Anacortes, WA 98221

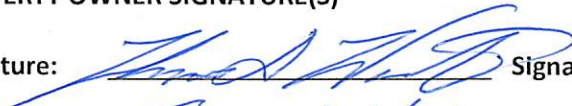
AUTHORIZATION STATEMENT

I / we, as the owners of the property identified above, authorize the below listed individual to act as our agent to submit applications, receive correspondence regarding the above-listed application, and sign and to receive notices on my/our behalf.

DESIGNATED AGENT

Agent Name: Carletti Architects, P.S. - Peter Carletti
Agent Address: 116 E. Fir Street. Suite A
Agent City, State, Zip: Mount Vernon, WA 98273

PROPERTY OWNER SIGNATURE(S)**

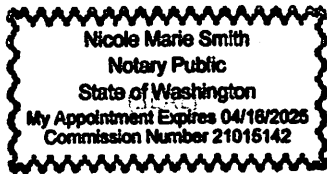
Signature: <u></u>	Signature: _____
Printed Name: <u>Thomas D Wooten</u>	Printed Name: _____
Title: <u>Chairman</u>	Title: _____
Company: <u>Samish Indian Nation</u>	Company: _____
Date: <u>12/22/21</u>	Date: _____

**Each property owner listed must have their signature notarized.

STATE OF WASHINGTON)
) ss.
COUNTY OF SKAGIT

I certify that I know or have satisfactory evidence that Tom Wooten is
the person who appeared before me, and said person acknowledged that he/she signed this
instrument, and acknowledged it as a free and voluntary act for the uses and purposes
mentioned in this instrument.

Given under my hand and official seal this 22 day of December, 2021



Nicole Marie Smith
Notary Public

Residing at Anacortes, WA

My appointment expires 4/16/2025

STATE OF WASHINGTON)
) ss.
COUNTY OF SKAGIT

I certify that I know or have satisfactory evidence that _____ is
the person who appeared before me, and said person acknowledged that he/she signed this
instrument, and acknowledged it as a free and voluntary act for the uses and purposes
mentioned in this instrument.

Given under my hand and official seal this _____ day of _____, 20____

Notary Public

Residing at _____

My appointment expires _____

(SEAL)

Narrative:

The Samish Nation is pursuing development of a new Early Learning Center at the former D Ave Nursery site. The new center will be very comparable to the existing Samish Longhouse two doors down.

Applicant owns (2) separate legal parcels. The north lot P56215 is 5,971 s.f. and is occupied by a vacant residence and gravel parking areas which will be demolished.

The south lot P56255 is 14,927 s.f. occupied by a vacant plant nursery and graveled parking areas which will be demolished.

Applicant plans to design and construct a new 4,130 s.f. early learning center with a 400 s.f. covered play area. The Staff count will be up to 17 adults and there will be up to 40 children. Site improvements include a new staff parking lot on the north lot will be developed including alley improvements and additional parking. A total of 19 parking stalls will be provided on site.

Off-site improvements on D Avenue, 15th Street and 16th Street along with additional 13 parking stalls on 16th Street will be improved per an inter-local agreement between the City and the Tribe. This creates a total of 32 parking stalls.

Legal Descriptions:**P56255**

1502 D AVENUE

LOTS 16 THROUGH 20, INCLUSIVE, BLOCK 207, MAP OF THE CITY OF ANACORTES, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#202005010007

P56215

2201 15TH AVENUE

LOTS 1, 2 AND THE EAST FIVE FEET OF LOT 3, BLOCK 207, MAP OF THE CITY OF ANACORTES, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#202005010007



Memorandum

TO: Don Measamer
Planning Director
City of Anacortes

FROM: David Carpenter, Project Manager

DATE: October 19, 2021

RE: Parking at D Avenue Early Learning Center

We are pursuing development of a new Early Learning Center at the former D Ave Nursery site. The new center will be very comparable to the existing Samish Longhouse two doors down.

The existing Longhouse has 4,296 square feet. The staff count is 13, and the student count is 42 children. There are 18 parking spaces and 1 ADA van accessible parking space for a total of 19.

The proposed Early Learning Center will have 4,130 square feet with a staff count of up to 17 adults and up to 40 children. We propose 17 parking spaces and 2 ADA spaces onsite for a total of 19 stalls; the City's proposed 16th street improvements adjacent to the D Ave Nursery site includes 13 on-street parking spaces with 1 ADA van accessible; yielding a total of 32.

CITY OF ANACORTES

*Planning, Community, &
Economic Development*

Date Received:

02/01/2022

CUP-2022-0002

202005280091

05/28/2020 02:28 PM Pages: 1 of 4 Fees: \$106.50
Skagit County Auditor, WA

When recorded return to:

Samish Indian Nation
PO Box 217
Anacortes, WA 98221

SKAGIT COUNTY WASHINGTON
REAL ESTATE EXCISE TAX

Affidavit No. 2020-1835

May 28 2020

Amount Paid \$11476.00
Skagit County Treasurer
By Bridget Ibarra Deputy

STATUTORY WARRANTY DEED

GNW 20-4825

THE GRANTOR(S) D Avenue Nursery, LLC, a Washington limited liability company

for and in consideration of ten dollars and other valuable consideration

in hand paid, conveys, and warrants to Samish Indian Nation Inc., a Washington Corporation

the following described real estate, situated in the County Skagit, State of Washington:

FOR PROPERTY DESCRIPTION SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART
HEREOF.

Abbreviated legal description:

Ptn. Lots 1-3, and All Lots 16 - 20, Block 207, City of Anacortes

This conveyance is subject to covenants, conditions, restrictions and easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey as described in Exhibit "B" attached hereto

Tax Parcel Number(s): P56251; 3772-207-002-0009 P56255; 3772-207-020-0007

Statutory Warranty Deed
LPB 10-05

Order No.: 20-4825-KS

Page 1 of 5

Dated: 5.28.20

D Avenue Nursery, LLC, a Limited Liability Company

By: [Signature]
Walter C. Zollars, III*

By: [Signature]
Marianne Mach*

*being all the members and managers of D Avenue Nursery LLC

STATE OF WASHINGTON
COUNTY OF SKAGIT

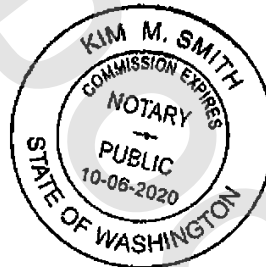
I certify that I know or have satisfactory evidence that Walter C. Zollars, III is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that he/she was authorized to execute the instrument and acknowledged it as the members of D Avenue Nursery, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: 28 day of May, 2020

[Signature]
Signature

[Signature]
Title

My appointment expires: 10-6-2020



Statutory Warranty Deed
LPB 10-05

Order No.: 20-4825-KS

Page 2 of 5

STATE OF WASHINGTON
COUNTY OF SKAGIT

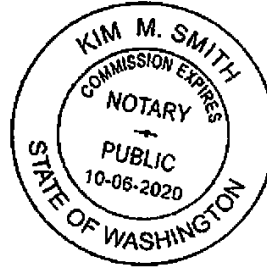
I certify that I know or have satisfactory evidence that Marianne Mach is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that he/she was authorized to execute the instrument and acknowledged it as the member of D Avenue Nursery, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: 28 day of May, 2020

Kim M. Smith
Signature

notary
Title

My appointment expires: 10-6-2020



Statutory Warranty Deed
LPB 10-05

Order No.: 20-4825-KS

Page 3 of 5

EXHIBIT "A"
Property Description

Buyer(s): Samish Indian Nation

Property Address: 2201 15th Street / 1502 D Ave., Anacortes, WA 98221

PROPERTY DESCRIPTION:

Lots 1, 2 and the East five feet of Lot 3, and Lots 16 through 20, inclusive, Block 207, Map of the City of Anacortes, according to the plat thereof, recorded in Volume 2 of Plats, page 4, records of Skagit County, Washington



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

Mailing Address: P.O. Box 547, Anacortes, WA 98221

Office Location: 904 6th Street, Anacortes WA 98821

Phone: (360) 299-1984

CITY OF ANACORTES

Planning, Community, &
Economic Development

Date Received:

02/01/2022

CUP-2022-0002

TRANSPORTATION CONCURRENCY REVIEW APPLICATION FORM

1. PROPERTY INFORMATION

Project Address (Street, Suite #): 1501 D Avenue Lot 1 South 2201 15th Avenue (north lot)	Assessor Parcel Number(s): P56255 (1502 D Avenue) P56251 (2201 15th Avenue)
Project Name: Samish Early Learning Center	

2. SUBMITTAL REQUIREMENTS

- Detailed Project Narrative, to include:
 - o The existing site and building use
 - o Detailed description of all the intended uses within all buildings and/or improvements
 - o Detailed description of the size of the project site, size of the proposed buildings and description of all planned site improvements
 - o Expected timing of occupancy (i.e. month/year)
 - o Description of any proposed phasing
- Vicinity Map
 - o Subject property with its boundaries clearly identified, location of the property showing the nearest street intersections and areas within a distance of no less than 500' around the site
 - o Label the map with the site's address and parcel number
- Preliminary Site Plan, to include:
 - o Building footprint(s)
 - o Location of access points to existing roadways
 - o All street names labeled
 - o Parking stall location(s)
 - o Any new roadways proposed with the project
 - o Any roadway improvements proposed by the project

3. PROPERTY OWNER INFORMATION

Name: Samish Indian Nation contact: Kim McKinnon	Phone: 360-726-3244
Address (Street, City, State, Zip): P.O. Box 217 Anacortes, WA 98221	Email Address: kmckinnon@samishtribe.nsn.us

4. APPLICANT OR CONTACT PERSON

Select one person the city will contact for anything related to this project:	☐ Property Owner ☒ Other (list below)
Name: Carletti Architects, P.S.-Peter Carletti	Phone: 360-424-0394 ext. 101
Address (Street, City, State, Zip): 116 E. Fir Street, Suite A Mount Vernon, WA 98273	Email Address: peter@carlettiarchitects.com

7. OTHER INFORMATION

Brief Project Summary: (Your detailed project description should be submitted in the separate "Project Narrative")

Construction of new 4,130 s.f. daycare and 400 s.f. covered play area along with site improvements to 15th and 16th Street, Alley and D Avenue and on site parking lot and site work improvements.

8. ACKNOWLEDGEMENTS & SIGNATURE

Read and initial each of the following statements prior to signing this application:

I understand that I am solely responsible for providing complete and accurate information to the City. I understand that if my application is missing information or if inaccurate materials are submitted, this permitting process will be delayed. I understand that depending on how inaccurate and how incomplete my application is or becomes, the City could require an entirely new application to be submitted. I understand that when and if conditions change from that which my application originally represented, I am responsible for making the City aware of these changes.

I understand that concurrency review can be completed while a project is in its preliminary stages. However, if there are substantial changes in the project after initial concurrency review, a new review may be necessary, which means that new review fees may be required to be paid by the applicant.

By affixing my signature hereto, I certify that I am the owner, or am acting as the Owner's authorized agent, and that the application and documents contained with this submittal are complete and accurate to the best of my knowledge and abilities.

Signature

01/22/22
Date



NOTICE OF NEIGHBORHOOD MEETING

A pre-application neighborhood meeting via video teleconference has been scheduled to introduce the potential project described below. The purpose of the meeting is to inform neighbors and interested parties about the potential project at an early stage and to foster communication between the applicant and the public regarding potential project issues and opportunities for solutions.

PROJECT DESCRIPTION:

Applicant owns (2) separate legal parcels. The north lot is 5,971 s.f. and is occupied by a vacant residence and gravel parking areas which will be demolished. The south lot is 14,927 s.f. occupied by a vacant plant nursery building, which has been demolished, and graveled parking areas which will be demolished.

Applicant plans to design and construct a new 4,130 s.f. early learning center with a 400 s.f. covered play area on the south lot. Site improvements including a new staff parking lot on the north lot with alley improvements and additional parking will be developed. Off-site improvements and parking will be developed along 16th Street per an inter-local agreement with the City.

PROJECT LOCATION:

1502 D Avenue P56255 (Building location south lot)
2201 15th Avenue P56251 (Parking lot location north lot)

MEETING DATE & TIME:

Thursday January 20, 2022 at 6:00pm.

HOW TO JOIN THE MEETING:

The meeting will be via **Microsoft teams**.

The link is: www.samishtribe.nsn.us/d-ave-elc

PROJECT APPLICANT

Carletti Architects, P.S.
116 E. Fir Street, Suite A
Mount Vernon, WA 98273
Phone: 360-424-0394
Email: peter@carlettiarchitects.com

PROPERTY OWNER

Samish Indian Nation
8327 Summit Park Road
Anacortes, WA 98221-2738
Phone: 360-726-2781
Email: rrwalters@samishtribe.nsn.us

WHO CAN ATTEND A NEIGHBORHOOD MEETING?

Neighborhood meeting notices are posted on the project site, published in the Anacortes American Newspaper, and mailed to neighboring landowners located within 300-feet of the subject property. Anyone however is welcome to attend a neighborhood meeting whether a neighbor of the project or not.

CAN I SUBMIT COMMENTS?

Following a neighborhood meeting, if an applicant proceeds with the submittal of a land use permit application, public notice will be provided consistent with AMC requirements and a public hearing will be held, if applicable. Comments should be submitted during this phase of the project so that they will be a part of the project record.

D Ave Early Learning Center, Neighborhood Preapplication Meeting Minutes

Meeting opened at 6:00pm, January 20, 2022, via TEAMS.

Attendees:

Full Name	Email	Role
Peter Carletti	peter@carlettiarchitects.com	Project Architect, Carletti Architects P.S.
Emily Morgan	emilym@cityofanacortes.org	Planner, City of Anacortes
Kim McKinnon	kmckinnon@samishtribe.nsn.us	Project Manager, Samish
Kimberlee Anderson	kanderson@samishtribe.nsn.us	Chief Operating Officer, Samish
Tanya Portwine	tportwine@samishtribe.nsn.us	Head Start, ELC Director, Samish
Tom Wooten	tomwooten@samishtribe.nsn.us	Tribal Chairman, Samish Tribal Council
Tamara Rogers	tamararogers@samishtribe.nsn.us	Treasurer, Samish Tribal Council
Jenna Burnett	jennaburnett@samishtribe.nsn.us	Samish Tribal Council
Anneke den Haan		Attendee
Krueger		Attendee
Vickie Corley		Attendee
MnR		Attendee
Al and Judy Littlefield		Attendee
Toni		Attendee

Peter Carletti, Carletti Architects, presented Architectural and Landscape plans for the D Avenue ELC.

Open for questions at 9 minutes:

Anneke den Haan (Guest)

OK, I live on 16th is it going to be a closed off with the parking or will it be a thoroughfare to D?

Peter Carletti (Architect)

It'll still be a thoroughfare. This kind of cuts it off, but 16th will still connect the D.

Anneke den Haan (Guest)

Reserved for your building and for your people for parking or is it for everybody?

Peter Carletti (Architect)

It's public parking. Anybody can use it.

Anneke den Haan (Guest)

So we'll have traffic. There will be traffic, right?

Peter Carletti (Architect) I don't know whether you have traffic or not, but anybody will be able to use this parking.

Anneke den Haan (Guest)

what's going to happen to the walkway and all the trees (currently on 16th)? there is lot of wildlife et cetera, et cetera.

Peter Carletti (Architect)

There's the sidewalk basically shifts from here, and kind of shifts over, and goes along here and you can see there's a planter here and a planter here.

Krueger (Guest)

I'm located at the 2207 15th right next to the North parking lot. we were curious as far as what the Type C buffer would entail because we're going to be sharing a kind of a fence line there with you guys, it looks like kind of a vacant spot, but just wondering what a Type C buffer is.

Emily Morgan (COA Planner)

OK, so for type C landscaping, the purpose is a see through screen that functions as a partial visual separator to soften the appearance of parking and building elevations.

this landscaping is typically found along lot edges or between multifamily developments. as you can see from Peter's designs, we have ample shrubbery and trees, and there will be some fencing South of the alley.

Krueger (Guest)

do you plan to vacate the alley?

Emily Morgan (COA Planner)

During the pre-application we had a representative from the engineering team with public works and as far as I know that was not their intent.

Peter Carletti (Architect)

No, it's not our intent to vacate the alley, so anybody would still be able to come through the alley and come through here.

Tom Wooten (Tribal Chairman)

my question is about the parking. It looks to me like it will be utilized not only for our activities or the tribes' activities there at the Child Center but also you know its proximity to the ball fields there and the and the Smiley's Bottom. Have you guys given that much thought as well? Thank you.

Peter Carletti (Architect)

I think that's part of that part of the Interlocal consideration between the city and the tribe, that this that parking is not being developed or designated for this center necessarily, it'll be open to everyone.

for this center, if they're going to use it, the only time they would probably ever really use it to be honest with you is in the morning and in the evening for a brief period because there's more than enough parking on site for staff that will be there attending during the day and working with the children. It's just more for parent drop off. The rest of the time you're not going to have cars going in and out of there and using that parking. That's really what the parking for.

But the city, I think did mention that it's there for anyone to use, and I think it will get utilized by other parties besides this.

Al and Judy Littlefield (Guest)

my property adjoins the whole area from the West side between both streets and there's a 6- or 7-foot metal fence. is that fence going to stay there so people won't be coming in and out of your property onto my property during the day or at night? The fence has been a very good back there. It keeps people from tracking through the area there so that fence to be there and on 16th Street is the whole street. Could it be improved for through traffic East and West two lanes and the sidewalk? Or just the parking?

Peter Carletti (Architect)

I'm going to address the fence part and then I'm going to let Emily address the other question the fence. Well, good news and good news, no, no, the fence is not going to stay, but we're going to put a new fence up. we're going to put a wood fence up along here.

So that fence is intended that basically it's going to come off the building here and go here, here, down here, and tie back in. Your property, which I assume is here what you're speaking of, will be fenced off just like it is now, but with a visual fence too from any activities that are going on here as far as the through street. I haven't seen those full plans yet. I believe the intent is to take it through to the next.

My understanding currently the city has entered in and procured the agreement. You can answer this or not. Emily with the other consultant who's doing this work, I believe they're out of Seattle. They're just starting on that work now or about to start, but I believe the intention is that yes, the street improvements would carry from D down.

Al and Judy Littlefield (Guest)

What are your hours of operation?

Peter Carletti (Architect)

just like any other kind of normal school.

So probably after about 5:30 there won't be much activity coming out of here.

Kim McKinnon (Project Manager)

I believe, except for just a few special events, that's pretty much the schedule for the Early Learning Center. Monday through Friday.

Al and Judy Littlefield (Guest)

Closed on weekends?

Kim McKinnon (Project Manager)

Yeah, it's closed on the weekend.

Peter Carletti (Architect)

And then the other thing I'll mention it and just let you know it's part of this - Any of the exterior lighting that goes on here is going to be shielded and comply with dark sky and shine downwards. because that's the biggest complaint of a lot of projects, that we don't get because we do a really good job at being aware of it, but I think you hear from other people that have done buildings, not necessarily newer buildings, but maybe 10 years ago is you live next door and I wish the lights weren't on, they shine in my house. These lights will all be shielded. They'll all be LED and they will all Shinedown so.

Al and Judy Littlefield (Guest)

When do you plan to start demolishing the house is there?

Kim McKinnon (Project Manager)

I'll answer that. We have our demolition permit. I'm still working on the contract for the contractor we selected from our bid process and I'm working on getting the utilities disconnected. It's possible that that could happen within a couple of weeks.

Al and Judy Littlefield (Guest)

And your plan for starting the construction of this building is when?

Kim McKinnon (Project Manager)

Depends on how long it takes to get through the continual conditional use permit and get our permit for construction. My estimate is four to six months. Or is it sooner than that Emily?

Emily Morgan (COA Planner)

Yes, I'm so I can kind of speak to the process for a conditional use permit and how public involvement can work. So as Peter had said, this is a Type 4. For some application review, which essentially means that the final decision is made by City Council through a public hearing once formal application is submitted.

You'll get another notice in the mail. It's called a notice of application and that lets you know that there is a comment period where you can submit your written comments, usually through email, or mailed into me. Once that comment period is over, I would review them for compliance with the project, address any concerns. Usually if there's something glaring, I will send it back to the applicant so they can address your concerns. A benefit to formally commenting is you become a party of record, which means that anytime a decision is issued for the project, you would receive written notice of it.

Once we work through that, it would then go out for notice of hearing, so you would again be notified that we have a hearing coming up for public comment. Again, it goes before the Planning Commission for an open record public hearing similarly to what we are doing now but it's in a more formal setting for the Planning Commission, which then makes a recommendation to City Council whether to approve, deny, or approve with conditions were modified conditions.

At the formal City Council meeting they review the application materials as well as the recommendation from the Planning Commission, and they will ultimately render a decision.

In some cases, we may do what's called a joint notice of application and notice of hearing so that just cuts down on the amount of mail. You will still be informed of when the meetings will be, it'll just be on one mailer rather than getting two separate ones that talk about different things.

Typically, because of the public notice period, it's usually about a three month process for planning land use permits, and then that's has to be approved prior to applying and having a building permit issued. The demolition permit can be issued prior to that because it's not directly related but it would be another step in the process.

Al and Judy Littlefield (Guest)

Do you foresee a marked crosswalk then across D Ave once this facility is in place? You're talking about the alley between 15 to 16th St, not vacating it, but you're going to fence.

Emily Morgan (COA Planner) – Shares site plan

Can you see the site plan here?

Al and Judy Littlefield (Guest)

I'm asking is you could fence between the alley, although you're not going to vacate the alley. What I'm asking is if the alley is vacated. I own the property on both sides into the other blocks. if you're going to vacate that part of the alley, I would be very willing to vacate my side.

Emily Morgan (COA Planner)

So the alley is not proposed to be vacated and there should not be a fence going across it. The fence will run parallel with the alley on the play yard side, and then there is a crosswalk that will go across the alley from kind of this main sidewalk area to this parking lot and there will be a crosswalk proposed with the improvements along D. You can see that here. We're seeing a lot of these bulbs all along those dead ends. They go up against the Smiley's Bottom wetlands. So just as kind of a heads up of what is to come.

Krueger (Guest)

OK, thank you. We just wanted to put out there to suggest considering moving the crosswalk to 15th St rather than 16th because there's already a lot of pedestrian traffic that crosses right there since that's the street that enters into Smiley's Bottom. And it would be still connecting to all that city parking or community parking.

Emily Morgan (COA Planner)

I will say that this plan is specific to this area for the Learning Center, so the city has partnered with the Samish to kind of get this up and running because it is going to be needed for development that will bring traffic but we're mitigating it while here. It does appear that there will be a crosswalk at 15th.

Peter Carletti (Architect)

Yeah, I think there was an intention to do a crosswalk at both locations. (15th and 16th street crossing D)

Peter Carletti (Architect)

I just want to say to everyone, thank you for taking the time to come and learn about our project, where we look forward to working with you and doing our best to make this an asset to the neighborhood and make it blend in. And we're excited about bringing this project online and I think it's something that's duly needed and will really benefit the community.

Tom Wooten (Tribal Chairman)

So Kim, I would just like to echo what Peter said. It's really about being part of the community and fitting in, and all of your participation here tonight will really better this project along for everybody. Thanks for being here tonight and I look forward to this moving along to support our community, thanks.

Kim McKinnon (Project Manager)

Yeah, so thank you. You can submit information requests to the tribe if you just had a quick question or something and they will forward those to me or my email address is KMckinnon@samishtribe.nsn.us

Meeting closed 32 minutes.



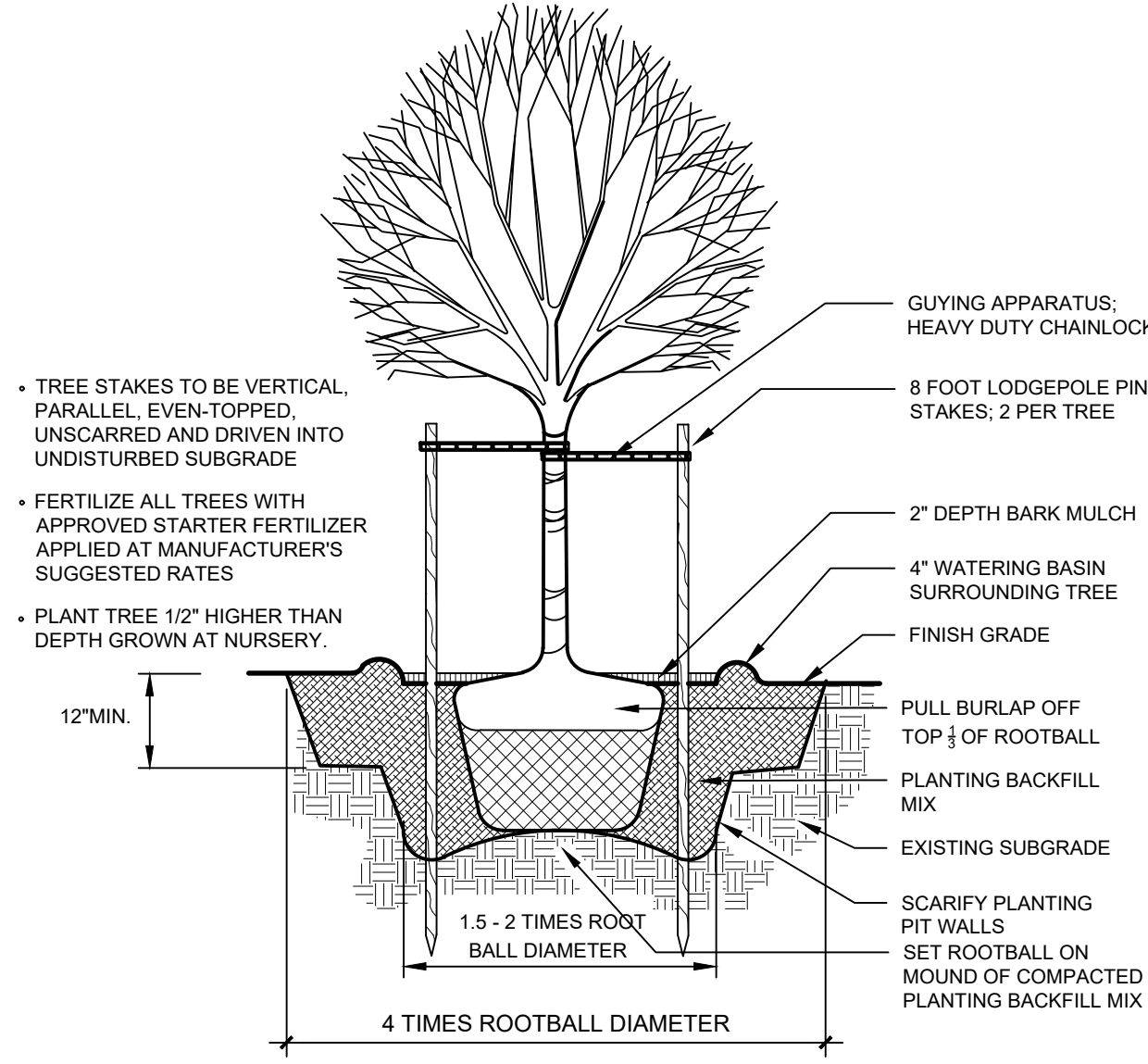
PLANTING PLAN
1" = 16'-0" (CHECK SCALE BAR FOR ACCURACY)

Landscape Statistics - COA		
	Lot 1 (south)	Lot 2 (north)
GROSS ACREAGE	14,927	5,971
Landscape Area Required (20%)	2,985	1,194
Landscape Area Provided	3004 (21%)	1842 (30%)
PARKING LOT LANDSCAPE (SF)	4,576	
Landscape Area Required (5% parking area)	229	
Provided	> 960	
Number of Trees Required (1/50 sf)	2	
Number of Trees Provided	4	
STREET FRONTAGE	2" caliper approved tree every 30' o.c. required	provided per code.

CITY OF ANACORTES
Planning, Community, & Economic Development
Date Received:
02/01/2022
CUP-2022-0002

GENERAL NOTES

- ALL WORK SHALL BE PERFORMED BY PERSONS FAMILIAR WITH THIS KIND OF WORK AND UNDER THE SUPERVISION OF A QUALIFIED FOREMAN.
- ALL PLANT MATERIAL SIZES AND QUALITY TO CONFORM TO AMERICAN ASSOC. OF NURSERYMEN, AMERICAN STANDARD FOR NURSERY STOCK, MOST RECENT PUBLISHED.
- PLANT LOCATIONS ON THE PLANS ARE DIAGRAMMATIC AND MAY BE SUBJECT TO ADJUSTMENT IN THE FIELD BY THE LANDSCAPE CONTRACTOR.
- ALL PLANT MATERIAL SHALL BE OF NURSERY STOCK AND SHALL BE OF THE TYPE, SIZE AND CONDITION SPECIFIED. THE PLANT MATERIAL SHALL EXHIBIT NORMAL HABITS OF GROWTH FOR THE SPECIES, SHALL HAVE BUDS INTACT AND SHALL BE FREE OF DISEASE, INSECTS, SCARS, BRUISES, BREAKS, SEED AND WEED ROOTS.
- MINIMUM TOPSOIL DEPTH TO BE 6 INCHES. SEE NOTES THIS SHEET FOR ADDITIONAL TOPSOIL DEPTH AND SPECIFICATION.
- MEDIUM BARK MULCH IS TO BE INSTALLED AT ALL NEW PLANTING AREAS WITH A MINIMUM OF 2 INCHES.
- ALL LANDSCAPE AREAS SHALL HAVE PLANTING BACKFILL AMENDED WITH A TRANSPLANT AMENDMENT (SUPERTHRIVE OR EQUAL) APPLIED AT MANUFACTURES RECOMMENDED RATE.
- LANDSCAPE CONTRACTOR SHALL VERIFY LOCATION OF ALL SITE UTILITIES PRIOR TO LANDSCAPE IMPLEMENTATION. PLANT LOCATIONS MAY BE ADJUSTED TO AVOID CONFLICT.
- LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT EXISTING SITE IMPROVEMENTS, PAVING, WALLS, AND UNDERGROUND UTILITIES. DAMAGE SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT NO ADDITIONAL COST.
- PLANT COUNT IS FOR THE CONTRACTOR'S CONVENIENCE; IF THERE IS A DISCREPANCY, THE PLAN SHALL GOVERN. ACTUAL PLANT QUANTITIES TO BE DETERMINED BY REQUIRED PLANT SPACING.
- ALL AREAS TO BE PLANTED WITH GROUNDCOVER ARE INDICATED ON THE PLAN WITH A HATCH PATTERN. SEE PLANT LIST FOR PLANT TYPE, SIZE, AND SPACING.
- SUBSTITUTION OF PLANT VARIETIES DUE TO LACK OF AVAILABILITY SUBJECT TO APPROVAL BY THE OWNERS REPRESENTATIVE AND CITY.
- ALL DIMENSIONS ARE ASSUMED TO BE PARALLEL OR PERPENDICULAR UNLESS OTHERWISE NOTED.
- ALL SOIL GRADES TO BE A MINIMUM SIX INCHES BELOW ADJACENT FINISH FLOOR ELEVATIONS UNLESS NOTED OTHERWISE. ALL GRADES ADJACENT TO A BUILDING SHALL HAVE A MAXIMUM SLOPE OF 5% 3' FROM FOUNDATION.
- ALL GRADES, DIMENSIONS AND EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT.
- AUTOMATED IRRIGATION SYSTEM WILL BE PROVIDED.
- BASEMAP PROVIDED BY CARLETTI ARCHITECTS, MOUNT VERNON, WA



1 | TYPICAL PLANTING DETAILS
L-1 | NO SCALE

PRELIMINARY PLANT SCHEDULE

TREES	BOTANICAL NAME	COMMON NAME	SIZE
	Betula nigra	River Birch	2" Cal.
	Carpinus japonica	Japanese Hornbeam	2" Cal.
	Chamaecyparis nootkatensis 'Green Arrow'	Green Arrow Nootka Cypress	7' Ht.
	Ginkgo biloba 'Autumn Gold' TM	Autumn Gold Maidenhair Tree	2" Cal.
	Liquidambar styraciflua 'Fastigiata'	Sweetgum 'Fastigiata'	2" Cal.
	Ulmus americana 'New Horizon'	New Horizon American Elm	2" Cal.
SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE
	Acer circinatum	Vine Maple	5 gal.
	Buddleja x 'Purple Haze'	Lo & Behold Purple Butterfly Bush	2 gal.
	Camellia sasanqua 'Green 01-006' TM	October Magic Carpet Camellia	2 gal.
	Chamaecyparis obtusa 'Gracilis'	Slender Hinoki Cypress	5 gal.
	Cornus stolonifera 'Kelsey'	Kelsey Dogwood	2 gal.
	Forsythia x intermedia 'Fiesta'	Fiesta Forsythia	2 gal.
	Gaultheria shallon	Salal	2 gal.
	Ilex glabra	'Gem Box' Inkberry Holly	2 gal.
	Mahonia repens	Creeping Mahonia	2 gal.
	Philadelphus x 'Snow Dwarf'	Snow Dwarf Mock Orange	5 gal.
	Pieris japonica 'Cavatine'	Lily of the Valley Bush	2 gal.
	Pinus thunbergii 'Yatsubusa'	Dwarf Japanese Black Pine	2 gal.
	Prunus laurocerasus 'Otto Luyken'	Luykens Laurel	2 gal.
	Rhododendron schlippenbachii	Royal Azalea	5 gal.
	Rhododendron x 'Ramapo'	Ramapo Rhododendron	2 gal.
	Ribes sanguineum 'King Edward VII'	Red Flowering Currant	2 gal.
	Spiraea japonica 'Nana'	Dwarf Japanese Spirea	2 gal.
	Thuja occidentalis 'Emerald'	Emerald Arborvitae	5' Ht.
	Viburnum davidii	David Viburnum	2 gal.
	Viburnum plicatum tomentosum 'Shasta'	Shasta Japanese Snowball	2 gal.
	Weigela florida 'Midnight Wine' TM	Weigela	2 gal.
PERENNIALS	BOTANICAL NAME	COMMON NAME	SIZE
	Astilbe chinensis 'Pumila'	Dwarf Pink Astilbe	1 gal.
	Carex oshimensis 'Everoro'	Everoro Japanese Sedge	1 gal.
	Hemerocallis x	Hybrid Daylily	1 gal.
	Heuchera x 'Black Beauty'	Coral Bells	1 gal.
	Lavandula dentata	French Lavender	1 gal.
	Polystichum munitum	Western Sword Fern	1 gal.
	Trillium ovatum	Coast Trillium	1 gal.
GROUND COVERS	BOTANICAL NAME	COMMON NAME	SIZE
	Arctostaphylos uva-ursi	Kinnikinnick	6"
SOD/SEED	BOTANICAL NAME	COMMON NAME	SIZE
	Grass Sod Locally Proven	Turf	sod

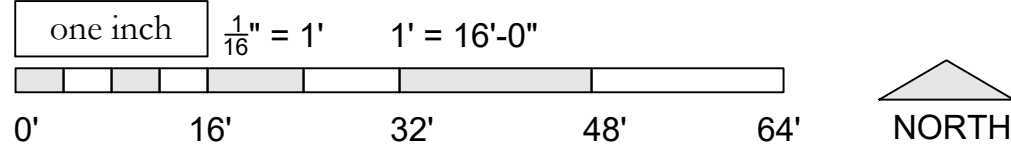


Samish Head Start - Anacortes WA

Preliminary Landscape Plan - not for construction

Prepared for:
Carletti Architects
116 E. Fir Street
Mount Vernon, WA 98273
p. 360.424.0394

Prepared by:
eccosDesign
Landscape Architecture and Planning
Mount Vernon, WA 99273
p. 360.419.7400



SAMISH EARLY LEARNING CENTER

FOR

CARLETTI ARCHITECTS, PS

ANACORTES, WASHINGTON
JANUARY 2022



VERTICAL DATUM

THE VERTICAL DATUM FOR THIS PROJECT IS NAVD 88.
PROJECT BENCHMARK IS THE NE TOP HOLD DOWN BOLT OF THE FIRE HYDRANT AS SHOWN
HEREON NORTHEAST CORNER OF THE SITE. BOLT ELEVATION = 77.00 FEET, NAVD 88.
ELEVATIONS DERIVED FROM FIELD OBSERVATIONS AND WSRN TIES.

BASIS OF BEARING

THE MONUMENTED CENTERLINE OF "D" AVENUE BEARS N 1°54'23" E BETWEEN THE
FOUND MONUMENT AT THE INTERSECTION OF 15TH AND "D" AND 17TH AND "D" AS
SHOWN HEREON.

UNDERGROUND UTILITY NOTE

UNDERGROUND UTILITY LOCATIONS SHOWN HEREON ARE BASED ON SURFACE INDICATORS,
UTILITY MAPS PROVIDED BY THE CLIENT, CITY OF ANACORTES AND 811 LOCATES.

HORIZONTAL DATUM

WASHINGTON STATE PLANE NORTH ZONE 4601 (NAD 83/2012) USING W.S.R.N.

FIELD EQUIPMENT

THIS SURVEY WAS ACCOMPLISHED BY FIELD TRAVERSE WITH A "TRIMBLE S6" AND A
TRIMBLE R10-2 GPS RECEIVER, STANDARD ERROR DISTANCE +/- 2CM (+ 1 PPM), AND
MEETS OR EXCEEDS STANDARDS AS SET FORTH IN W.A.C. CH. 332-130.

LEGAL DESCRIPTION

LOTS 1, 2 AND THE EAST FIVE FEET OF LOT 3, AND LOTS 16 THROUGH 20, INCLUSIVE,
BLOCK 207, MAP OF THE CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON, ACCORDING
TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGES 4 THROUGH 7,
RECORDS OF SKAGIT COUNTY, WASHINGTON.

BLOCK SUBDIVISION BASED ON RECORD OF SURVEY RECORDED UNDER AFN 202005010007

SURVEYOR'S NOTES

SOME UTILITY LOCATIONS ARE BASED ON ASSUMPTIONS.
ASBUILTS PROVIDED BY CITY OF ANACORTES. CONTRACTOR TO VERIFY CONNECTIONS PRIOR TO CONSTRUCTION.



VICINITY MAP
SCALE: 1" = 1/2 MILE

SHEET INDEX

SHEET NUMBER	SHEET TITLE
1 OF 10	COVER SHEET
2 OF 10	EXISTING CONDITIONS, DEMOLITION & TESC PLAN
3 OF 10	TESC NOTES & DETAILS
4 OF 10	SITE & DIMENSIONAL PLAN
5 OF 10	SITE GRADING AND STORMWATER PLAN
6 OF 10	WATER AND SANITARY SEWER PLAN
7 OF 10	CONSTRUCTION DETAILS
8 OF 10	WSDOT DETAILS
9 OF 10	CITY OF ANACORTES DETAILS
10 OF 10	CONSTRUCTION SPECIFICATIONS

LEGEND

---	EXISTING RIGHT OF WAY LINE	SD	PROPOSED SIGN
---	EXISTING PROPERTY LINE	PERF	PROPOSED STORM DRAIN
SD	EXISTING STORM DRAIN	SS	PROPOSED PERFORATED STORM PIPE
---	EXISTING TYPE 2 CB	SS	PROPOSED STORM CATCH BASIN TYPE II
---	EXISTING TYPE 1 CB	SS	PROPOSED STORM CATCH BASIN
SS	EXISTING SANITARY SEWER	SS	PROPOSED SANITARY SEWER
SSFM	EXIST. SANITARY SEWER FORCEMAIN	SS	PROPOSED SANITARY MANHOLE
---	EXISTING SANITARY MANHOLE	SS	PROPOSED SANITARY OR STORM SEWER CLEANOUT
W	EXISTING WATERLINE	W	PROPOSED WATERLINE
---	EXISTING WATER VALVE	W	PROPOSED WATER VALVE
---	EXISTING FIRE HYDRANT	W	PROPOSED FIRE HYDRANT
G	EXISTING GAS LINE	W	PROPOSED FIRE DEPARTMENT CONNECTION
P	EXISTING POWERLINE	W	PROPOSED BLOW-OFF ASSEMBLY
---	EXISTING FENCELINE	W	PROPOSED CURB AND GUTTER
---	EXISTING EDGE OF ASPHALT	W	PROPOSED EXTRUDED CONCRETE CURB
---	EXISTING CURB & GUTTER	W	PROPOSED CONCRETE
---	EXISTING CONCRETE	W	PROPOSED PERMEABLE PAVEMENT OR PAVEMENT
---	EXISTING ASPHALT	W	PROPOSED CONTOUR
---	EXISTING GRAVEL	W	
---	EXISTING CONTOUR	W	

SITE INFORMATION:

PARCEL NUMBER: P56251, P56255
ADDRESS: 2201 15TH ST./1502 "D" AVENUE
ZONING: RESIDENTIAL LOW DENSITY A (R2A)
PARCEL AREA: 23,857 SQ. FT. - 0.548 ACRES (INCLUDES ALLEY WAY)
SETBACKS: FRONT / BACK: 20'
SIDE: 10'

SURFACE AREAS:

ALLOWABLE IMPERVIOUS SURFACE: 19,085 SQ. FT. (80%)
PROPOSED ONSITE IMPERVIOUS AREA: 14,457 FT. (60.5%)

CITY OF ANACORTES PROJECT NO. 21-

THIS PLAN SHEET IS ACCEPTED FOR CONSTRUCTION IN ACCORDANCE WITH THE CITY OF ANACORTES
ORDINANCES AND POLICIES. ACTUAL CONFORMANCE OF THE DESIGN WITH APPLICABLE LAWS IS THE SOLE
RESPONSIBILITY OF THE PROFESSIONAL ENGINEER, WHOSE NAME AND STAMP APPEAR ON THIS SHEET.
ACQUIRING, COMPLYING WITH, AND PROVIDING MITIGATION FOR ALL FEDERAL, STATE COUNTY, AND LOCAL
LAWS, PERMITS, AND MANDATES, INCLUDING BUT NOT LIMITED TO THE ENDANGERED SPECIES ACT, FEDERAL
WETLAND PERMIT, STATE DEPARTMENT OF FISHERIES HYDRAULICS PERMIT, FEDERAL FLOOD PLAIN PERMITS,
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS IS THE RESPONSIBILITY OF THE DEVELOPER,
LANDOWNER, AND THEIR ENGINEER. THE ISSUANCE OF THIS PERMIT SHALL NOT BE CONSTRUED AS PROOF
OF COMPLIANCE WITH APPLICABLE LAWS AND PERMIT REQUIREMENTS. DATE THIS APPROVAL WILL EXPIRE IN
ONE YEAR FROM THE DATE NOTED ABOVE.

DATE

THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE.

OWNER:
SAMISH INDIAN NATION
PO BOX 217
ANACORTES, WA 98221

ENGINEER/SURVEYOR:

SOUND DEVELOPMENT GROUP, LLC
PAT SEVERIN/JAY STANDISH
1111 CLEVELAND AVENUE, SUITE 202
MOUNT VERNON, WA 98273
PH: 360.404.2010
EM: pot@sdg-llc.com/joy@sdg-llc.com

ARCHITECT/APPLICANT:

CARLETTI ARCHITECTS, PS
PETER CARLETTI
116 E. FIR STREET, #A
MOUNT VERNON, WA 98273
PHONE: (360) 424-0394
EMAIL: peter@carlettiarchitects.com

LANDSCAPE ARCHITECT:

ECCO DESIGN
ATTN: PATRIK DYLAN
MOUNT VERNON, WA 98273
PHONE: 360.419.7400
EMAIL: ECCODESIGN@GMAIL.COM

CITY OF ANACORTES

PROJECT MANAGER

STEVEN LANGE
OFFICE: 360.299.1983
CELL: 360.661.3468
EMAIL: STEVEL@CITYOFANACORTES.ORG

CITY OF ANACORTES PUBLIC

WORKS INSPECTOR:

JUSTIN SYMONDS
OFFICE: 360.299.1972
CELL: 360.661.3547
EMAIL: JUSTINS@CITYOFANACORTES.ORG

CITY OF ANACORTES

ASST. CITY ENGINEER

ERIC SHARBACK
OFFICE: 360.293.1920

UTILITIES SERVING THE SITE

WATER:

CITY OF ANACORTES
CONTACT: SANDI ANDERSON
(360) 293-1921

CABLE:

COMCAST
CONTACT: SHANE TURNER
(360) 316-9405

TELEPHONE:

ZIPLY FIBER
CONTACT: DENNIS KELLER
(360) 757-4530

POWER:

PUGET SOUND ENERGY
CONTACT: MIKE JUDY
(425) 324-0223

GAS:

CASCADE NATURAL GAS
CONTACT: TED McCAMMANT
(360) 708-4689

SANITARY SEWER:

CITY OF ANACORTES
CONTACT: SANDI ANDERSON
(360) 293-1921

FIRE MARSHAL

DATE

PROJECT:

SHEET DESCRIPTION:

SAMISH EARLY
LEARNING CENTER
FOR
CARLETTI ARCHITECTS, PS

COVER SHEET

SCALE: AS NOTED

DRAWN BY: P.SEVERIN

DESIGNED BY: P.SEVERIN

DATE: 01.10.22

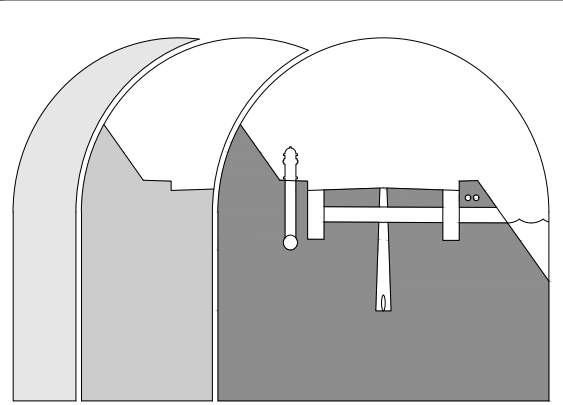
JOB NUMBER: 21040

DWG NAME: 21040.CUP.CIV.DWG

SHEET NUMBER:

1 OF 10

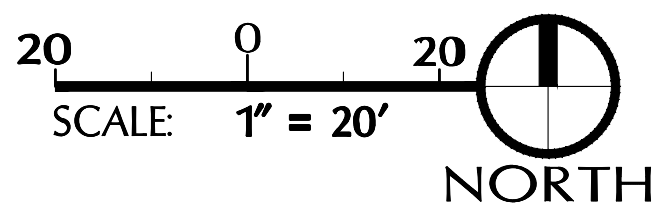
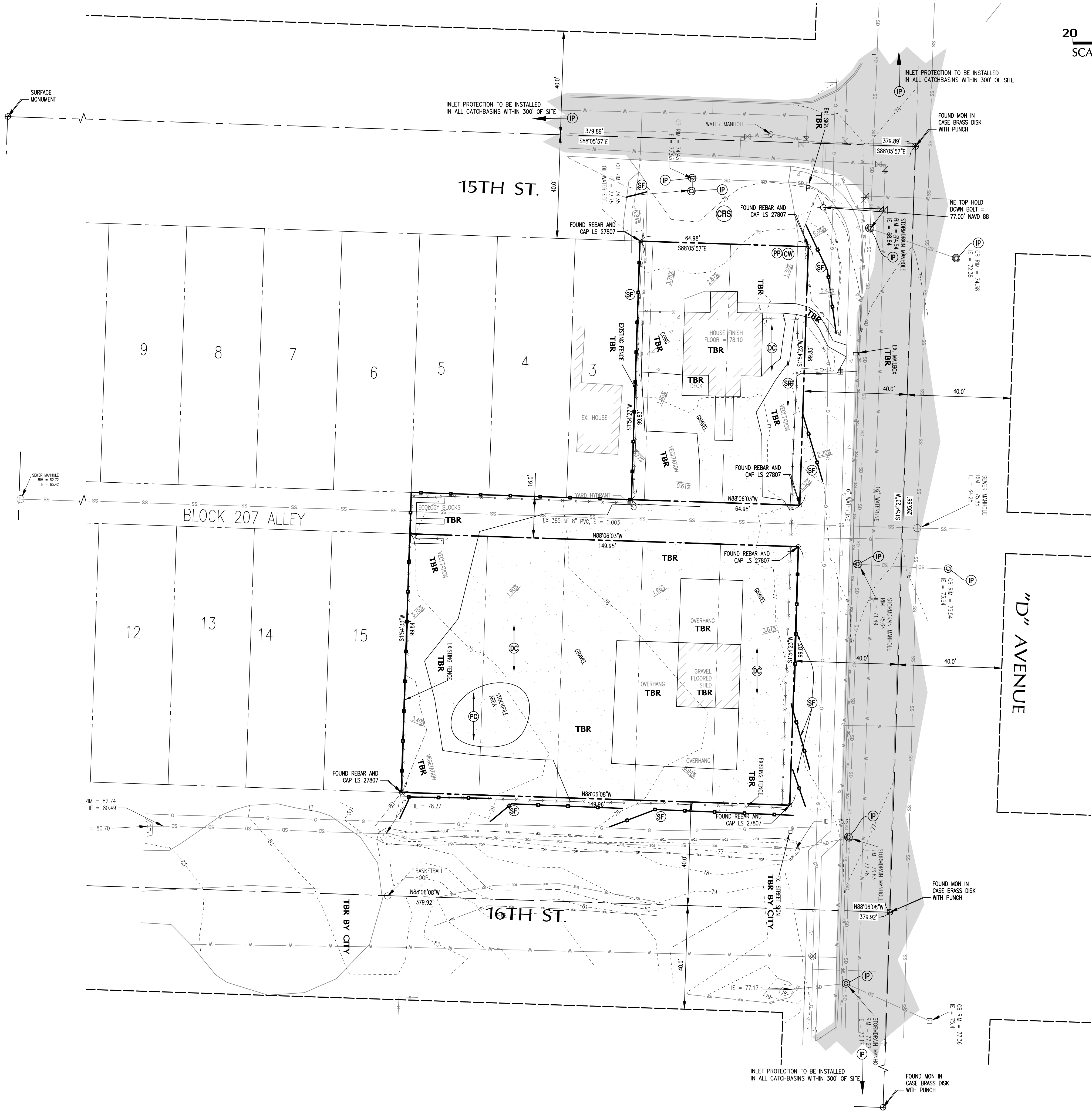
CALL 48 HOURS
BEFORE YOU DIG
1.800.424.5555



Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
P.O. Box 1705 • 1111 Cleveland Avenue, Suite 202
Mount Vernon, WA 98273 Tel: 360-404-2010

NO.	DATE	DESCRIPTION	APPROVED
1	01.10.22	DRG. SUBMITTAL	P.SEVERIN
1	01.10.22	CUP. SUBMITTAL	P.SEVERIN

CALL 48 HOURS
BEFORE YOU DIG
1.800.424.5555



TESC PLAN LEGEND

CODE	SYMBOL	DESCRIPTION
CRS		BMP C105 - CONSTRUCTION ROAD STABILIZATION STD. PLAN I-80.10-02
SF		BMP C233 - SILT FENCE HIGH-VISIBILITY OR BMP C235 STRAW WATLES WITH BMP C103 - HIGH VISIBILITY FENCE PER WSOT STD. PLAN I-40.20-00
IP		BMP C220 - INLET PROTECTION PER WSOT STD. PLAN I-40.20-00
PS		BMP C120 - PERMANENT SEEDING AND PLANTING
DC		BMP C140 - DUST CONTROL
VEG		BMP C101 - RETAIN EXISTING VEGETATION
TBR		TO BE REMOVED - EXISTING VEGETATION TO REMAIN UNTIL REMOVAL IS REQUIRED FOR CONSTRUCTION.
SR		BMP C130 - SURFACE ROUGHENING
CW		BMP C154 - CONCRETE WASHOUT AREA
PP		PORTA-POTTY
PC		BMP C123 - PLASTIC COVERING

NOTE: SILT FENCE SHALL BE INSTALLED IF WARRANTED BY SITE CONDITIONS AS DETERMINED BY THE ENGINEER OR THE CITY INSPECTOR. THE SILT FENCE SHALL BE PLACED AS REQUIRED TO PREVENT SILT LOADED RUNOFF FROM LEAVING THE SITE. SEE DETAIL ON SHEET 4, FOR SILT FENCE INSTALLATION.

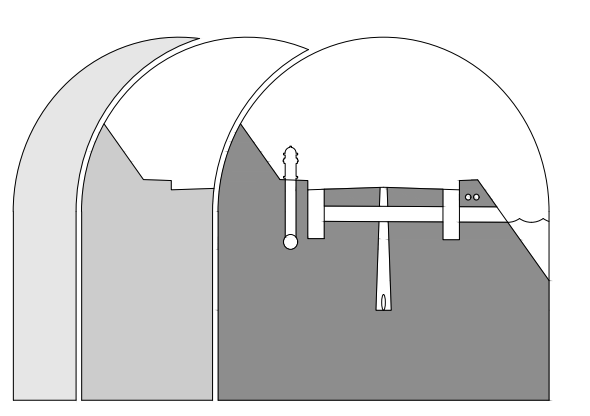
SHEET NOTES:

- THE CONTRACTOR SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS CONCERNING DISPOSAL OF MATERIALS. ALL ASPHALT, CONCRETE, BRICK, AND STRUCTURES REMOVED FROM THIS SITE SHALL BE DISPOSED OF, AT AN APPROVED SITE, OBTAINED BY THE CONTRACTOR.
- WELL AND DRAINFIELD NOTE:**
ANY WELLS, SEPTIC TANKS AND/OR DRAINFIELDS DISCOVERED ON SITE SHALL BE DECOMMISSIONED PER THE APPLICABLE W.A.C.'S AND HEALTH DEPARTMENT REQUIREMENTS. DOCUMENTATION TO BE PROVIDED TO THE CONSTRUCTION INSPECTION DIVISION OF THE CITY OF ANACORTES.
- CONTRACTOR TO MAINTAIN INTEGRITY OF ALL EXISTING UTILITIES. CONTRACTOR TO COORDINATE WITH PSE AND CASCADE NATURAL GAS, AND FRONTIER COMMUNICATIONS, AND ANY ADDITIONAL UTILITY IDENTIFIED BY 1-800-LOCATE, OR LOCAL UTILITY THAT MAY HAVE SERVICE LINE UNDERGROUND.
- CONTRACTOR TO REPAIR EXISTING OFFSITE LANDSCAPING WITH LIKE NATIVE PLANTS AND MATERIALS. REVEGETATED AREAS SHALL BE TREATED WITH BMP 15.13, AND SEEDING REQUIREMENTS.
- CONTRACTOR TO POTHOLE EXISTING UTILITY STUBS TO ENSURE ALIGNMENT AND DEPTH OF EXISTING UTILITIES.
- CONTRACTOR TO POTHOLE ALL UTILITY CROSSINGS TO VERIFY EXISTING CONDITIONS, DEPTHS AND LOCATIONS, PRIOR TO ANY OTHER WORK.
- CONTRACTOR TO MAINTAIN INTEGRITY OF NEIGHBORING IMPROVEMENTS. DAMAGE TO NEIGHBORING PROPERTY SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.
- EXISTING ASPHALT ACCESS TO BE UTILIZED AS CONSTRUCTION ENTRANCE UNTIL ALL DEMO IS COMPLETED, AND SITE HAS BEEN TEMPORARILY STABILIZED WITH GRAVEL IN FUTURE IMPERVIOUS AREAS.

CITY OF ANACORTES PROJECT NO. 21-

THIS PLAN SHEET IS ACCEPTED FOR CONSTRUCTION IN ACCORDANCE WITH THE CITY OF ANACORTES ORDINANCES AND POLICIES. ACTUAL CONFORMANCE OF THE DESIGN WITH APPLICABLE LAWS IS THE SOLE RESPONSIBILITY OF THE PROFESSIONAL ENGINEER, WHOSE NAME AND STAMP APPEAR ON THIS SHEET. ACQUIRING, COMPLYING WITH, AND PROVIDING MITIGATION FOR ALL FEDERAL, STATE COUNTY, AND LOCAL LAWS, PERMITS, AND ORDINANCES, INCLUDING BUT NOT LIMITED TO THE ENDANGERED SPECIES ACT, FEDERAL WETLAND PERMIT, STATE DEPARTMENT OF FISHERIES HYDRAULICS PERMIT, FEDERAL FLOOD PLAIN PERMITS, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS IS THE RESPONSIBILITY OF THE DEVELOPER, LANDOWNER, AND THEIR ENGINEER. THE ISSUANCE OF THIS PERMIT SHALL NOT BE CONSTRUED AS PROOF OF COMPLIANCE WITH APPLICABLE LAW AND PERMIT REQUIREMENTS. THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE.

THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE



Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
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Mount Vernon, WA 98273 Tel: 360-404-2010

SHEET REVISIONS:		
NO. DATE	DESCRIPTION	APPROVED
1 01.10.22	DWG SUBMITTAL	P.SEVERIN
1 01.10.22	CUP SUBMITTAL	P.SEVERIN

CALL 48 HOURS BEFORE YOU DIG
1.800.424.5555

SAMISH EARLY LEARNING CENTER
FOR
CARLETTI ARCHITECTS, PS

EXISTING CONDITIONS, DEMOLITION AND TESC PLAN

PROJECT:

SHEET DESCRIPTION:

SCALE:	AS NOTED
DRAWN BY:	P.SEVERIN
DESIGNED BY:	P.SEVERIN
DATE:	01.10.22
JOB NUMBER:	21040
DWG NAME:	21040.CUP.CIV.DWG
SHEET NUMBER:	

2 OF 10

ESC-1 STANDARD ESC NOTES

APPROVAL OF THIS EROSION AND SEDIMENT CONTROL (ESC) PLAN DOES NOT CONSTITUTE AN APPROVAL OF PERMANENT ROAD OR DRAINAGE DESIGN (E.G., SIZE AND LOCATION OF ROADS, PIPES, RESTRICTIONS, CHANNELS, RETENTION FACILITIES, UTILITIES, ETC.).

- AS DIRECTED BY PUBLIC WORKS DIRECTOR PRIOR TO COMMENCING CONSTRUCTION, ALL CRITICAL AREAS, INCLUDING WETLAND BUFFERS, STREAM CORRIDOR, LANDFILL AREAS, AND STEEP SLOPES SHALL BE CONTINUOUSLY DEMARCATED IN THE FIELD USING FLAGGING TAPE OR FENCING.
- EROSION CONTROL METHODS AND MATERIALS SHALL MEET REQUIREMENTS OF SECTION 8-01 OF THE APWA/WASHINGTON STATE DEPARTMENT OF TRANSPORTATION 2022 STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION, AND REQUIREMENTS SET FORTH IN VOLUME 1 OF THE "STORMWATER MANAGEMENT MANUAL FOR THE PUGET SOUND BASIN (THE TECHNICAL MANUAL)" BY THE WASHINGTON STATE DEPARTMENT OF ECOLOGY, CURRENT EDITION. THE CONTRACTOR SHALL FOLLOW RECOMMENDATIONS MADE BY SUPPLIERS AND MANUFACTURERS OF MATERIALS AND EQUIPMENT USED.
- THE ESC FACILITIES SHOWN ON THIS PLAN MUST BE CONSTRUCTED IN CONJUNCTION WITH ALL CLEARING AND GRADING ACTIVITIES IN SUCH A MANNER AS TO ENSURE THAT SEDIMENT-LADEN WATER DOES NOT ENTER THE DRAINAGE SYSTEM OR VIOLATE APPLICABLE WATER STANDARDS, AND MUST BE INSTALLED AND IN OPERATION PRIOR TO ANY GRADING OR LAND CLEARING. WHEREVER POSSIBLE, MAINTAIN NATURAL VEGETATION FOR SILT CONTROL.
- THE ESC FACILITIES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIREMENTS FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE ESC FACILITIES SHALL BE UPGRADED (E.G., ADDITIONAL SLOPES, RELOCATION OF DITCHES AND SILT FENCES, ETC.) AS NEEDED FOR UNEXPECTED STORM EVENTS. ADDITIONALLY, MORE ESC FACILITIES MAY BE REQUIRED TO ENSURE COMPLETE SILTATION CONTROL. THEREFORE, DURING THE COURSE OF CONSTRUCTION, IT SHALL BE THE OBLIGATION AND RESPONSIBILITY OF THE CONTRACTOR TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY HIS ACTIVITIES AND TO PROVIDE ADDITIONAL FACILITIES OVER AND ABOVE THE MINIMUM REQUIREMENTS AS MAY BE NEEDED.
- ANY PERMANENT RETENTION/DETENTION FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE PERMANENT FACILITY IS TO FUNCTION ULTIMATELY AS AN INFILTRATION OR DISPERSION SYSTEM, THE FACILITY SHALL NOT BE USED AS A TEMPORARY SETTLING BASIN. NO UNDERGROUND DETENTION TANK, DETENTION VAULT, OR SYSTEM, WHICH BACKS UNDER OR INTO A POND, SHALL BE USED AS A TEMPORARY SETTLING BASIN.
- WHERE SEEDING FOR TEMPORARY EROSION CONTROL IS REQUIRED, FAST GERMINATING GRASSES SHALL BE APPLIED AT AN APPROPRIATE RATE (EXAMPLE: ANNUAL OR PERENNIAL RATE APPLIED AT APPROXIMATELY 80 POUNDS PER ACRE).
- WHERE STRAW MULCH IS REQUIRED FOR TEMPORARY EROSION CONTROL, IT SHALL BE APPLIED AT A MINIMUM THICKNESS OF TWO (2) INCHES.
- ALL WORK AND MATERIALS SHALL BE IN ACCORDANCE WITH CITY OF ANACORTES STANDARDS AND SPECIFICATIONS.
- THE ESC FACILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE DETAILS ON THE APPROVED PLANS. LOCATIONS MAY BE MOVED TO SUIT FIELD CONDITIONS, SUBJECT TO APPROVAL BY THE CITY OF ANACORTES PUBLIC WORKS DIRECTOR AND CITY OF ANACORTES INSPECTOR.
- A COPY OF THE APPROVED EROSION CONTROL PLANS MUST BE ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
- ALL LOTS ADJOINING OR HAVING ANY NATIVE GROWTH PROTECTION EASEMENTS (NGPE) SHALL HAVE A FOUR (4) FOOT HIGH TEMPORARY CONSTRUCTION FENCE (CYCLONE OR PLASTIC MESH) SEPARATING THE LOT (OR BUILDABLE PORTIONS OF THE LOT) FROM THE AREA RESTRICTED BY THE NGPE, AND SHALL BE INSTALLED PRIOR TO ANY GRADING OR CLEARING AND REMAIN IN PLACE UNTIL A DWELLING IS CONSTRUCTED AND OWNERSHIP TRANSFERRED TO THE FIRST OWNER/OCCUPANT.
- A CLEARING CONTROL FENCE SHALL BE INSTALLED AT THE DRIP LINE OF TREES TO BE SAVED WHEREVER THE TREE CANOPIES EXTEND INTO THE AREA TO BE CLEARED. ON-SITE SUPERVISION SHALL BE PROVIDED WHENEVER EQUIPMENT MUST OPERATE UNDER TREE CANOPIES, AND FENCING SHALL BE REPLACED WHEN NECESSARY. THE CLEARING CONTROL FENCE SHALL CONSIST OF A SINGLE STRAND OF WIRE ATTACHED ABOUT THREE (3) FEET HIGH TO WOOD LATH AT A TWELVE (12) FOOT MAXIMUM SPACING AND FLAGGED WITH SURVEY RIBBON AT FOUR (4) FOOT INTERVALS.
- OFF-SITE STREETS MUST BE KEPT CLEAN AT ALL TIMES. IF DIRT IS DEPOSITED ON THE PUBLIC STREET SYSTEM, THE STREET SHALL BE IMMEDIATELY CLEANED WITH POWER SWEEPER OR OTHER EQUIPMENT. ALL VEHICLES SHALL LEAVE THE SITE BY WAY OF THE CONSTRUCTION ENTRANCE AND SHALL BE CLEANED OF ALL DIRT THAT WOULD BE DEPOSITED ON THE PUBLIC STREETS.
- ANY CATCH BASINS COLLECTING RUNOFF FROM THE SITE, WHETHER THEY ARE ON OR OFF THE SITE, SHALL HAVE THEIR GRATES COVERED WITH FILTER FABRIC DURING CONSTRUCTION.
- THE WASHED GRAVEL BACKFILL ADJACENT TO THE FILTER FABRIC FENCE SHALL BE REPLACED AND THE FILTER FABRIC CLEANED IF IT IS NONFUNCTIONAL, BY EXCESSIVE SILT ACCUMULATION AS DETERMINED BY THE CITY OF ANACORTES. ALSO, ALL INTERCEPTOR SWALES SHALL BE CLEANED IF SILT ACCUMULATION EXCEEDS ONE-QUARTER DEPTH.
- ROCK FOR EROSION PROTECTION OF ROADWAY DITCHES, WHERE REQUIRED, MUST BE OF SOUND QUARRY ROCK, PLACED TO DEPTH OF ONE (1) FOOT AND MEET THE FOLLOWING SPECIFICATIONS: 4" - 8" ROCK/40%-70% PASSING, 2"-4" ROCK/30%-40% PASSING, AND 1"-2" ROCK/10%-20% PASSING.
- IF ANY PART (S) OF THE CLEARING LIMIT, BOUNDARY OR TEMPORARY EROSION/SEDIMENTATION CONTROL PLAN IS/ARE DAMAGED, IT SHALL BE REPAIRED IMMEDIATELY.
- ALL PROPERTIES ADJACENT TO THE PROJECT SITE SHALL BE PROTECTED FROM SEDIMENT DEPOSITION AND RUNOFF. DO NOT FLUSH CONCRETE BY-PRODUCTS OR TRUCKS NEAR OR INTO THE STORM DRAINAGE SYSTEM. IF EXPOSED AGGREGATE IS FLUSHED INTO THE STORM SYSTEM, IT COULD MEAN RECLEANING THE ENTIRE DOWNSTEAM STORM SYSTEM, OR POSSIBLY RELAYING THE STORM LINE.
- THE IMPLEMENTATION OF THESE ESC PLANS AND THE CONSTRUCTION, MAINTENANCE, REPLACEMENT, AND UPGRADING OF THESE FACILITIES IS THE RESPONSIBILITY OF THE APPLICANT/ESC SUPERVISOR UNTIL ALL CONSTRUCTION IS APPROVED.
- THE SITE CDSO'S NAME IS: _____ 24 HR. CONTACT NUMBER IS: _____
- THE APPLICANT'S NAME IS: _____ 24 HR. CONTACT NUMBER IS: _____
- THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THIS PLAN SHALL BE CLEARLY FLAGGED BY A CONTINUOUS LENGTH OF SURVEY TAPE (OR FENCING, IF REQUIRED) PRIOR TO CONSTRUCTION. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE BEYOND THE CLEARING LIMITS SHALL BE PERMITTED. THE CLEARING LIMITS SHALL BE MAINTAINED BY THE APPLICANT/ESC SUPERVISOR FOR THE DURATION OF CONSTRUCTION.
- THE ESC FACILITIES SHALL BE INSPECTED DAILY BY THE APPLICANT/ESC SUPERVISOR AND MAINTAINED TO ENSURE CONTINUED PROPER FUNCTIONING. WRITTEN RECORDS SHALL BE KEPT OF WEEKLY REVIEWS OF THE ESC FACILITIES DURING THE WET SEASON (OCT. 1 TO APRIL 30) AND OF THE MONTHLY REVIEWS DURING THE DRY SEASON (MAY 1 TO SEPT. 30).
- ANY AREAS OF EXPOSED SOILS, INCLUDING ROADWAY EMBANKMENTS, THAT WILL NOT BE DISTURBED FOR TWO DAYS DURING THE WET SEASON OR SEVEN DAYS DURING THE DRY SEASON SHALL BE IMMEDIATELY STABILIZED WITH THE APPROVED ESC METHODS (E.G., SEEDING, MULCHING, PLASTIC COVERING, ETC.).
- ANY AREA NEEDING ESC MEASURES NOT REQUIRING IMMEDIATE ATTENTION SHALL BE ADDRESSED WITHIN FIFTEEN (15) DAYS.
- THE ESC FACILITIES ON ACTIVE SITES SHALL BE INSPECTED AND MAINTAINED A MINIMUM OF ONCE A MONTH OR WITHIN FORTY-EIGHT (48) HOURS FOLLOWING A STORM EVENT.
- AT NO TIME SHALL MORE THAN ONE (1) FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN A CATCH BASIN. ALL CATCH BASINS AND CONVEYANCE LINES SHALL BE CLEANED PRIOR TO PAVING. THE CLEANING OPERATION SHALL NOT FLUSH SEDIMENT -LADEN WATER INTO THE DOWNSTEAM SYSTEM.

- OFFSITE STORMWATER AND/OR GROUNDWATER TO BE DIVERTED AWAY FROM SLOPES & DISTURBED AREAS WITH INTERCEPTOR DIKES, PIPES, OR SWALES. OFFSITE STORMWATER SHALL BE MANAGED DIFFERENTLY FROM STORMWATER GENERATED ONSITE.
- EXCAVATED MATERIAL TO BE PLACED ON UPHILL SIDE OF TRENCH.
- STABILIZED CONSTRUCTION ENTRANCES AND ROADS SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES, SUCH AS WASH PADS, MAY BE REQUIRED TO ENSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
- ANY PERMANENT FLOW CONTROL FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE FACILITY IS TO FUNCTION AS AN ULTIMATELY AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE GRADED SO THAT THE BOTTOM AND SIDES ARE AT LEAST THREE FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.
- PRIOR TO THE BEGINNING OF THE WET SEASON (OCT. 1), ALL DISTURBED AREAS SHALL BE REVIEWED TO IDENTIFY WHICH ONES CAN BE SEEDD IN PREPARATION FOR THE WINTER RAINS. DISTURBED AREAS SHALL BE SEEDD WITHIN ONE WEEK OF THE BEGINNING OF THE WET SEASON. A SKETCH MAP OF THOSE AREAS TO BE SEEDD AND THOSE AREAS TO REMAIN UNCOVERED SHALL BE SUBMITTED TO THE CITY INSPECTOR. THE CITY INSPECTOR CAN REQUIRE SEEDING OF ADDITIONAL AREAS IN ORDER TO PROTECT SURFACE WATERS, ADJACENT PROPERTIES, OR DRAINAGE FACILITIES.

ESC-2 WET SEASON SPECIAL PROVISIONS (OCTOBER 1 - APRIL 30)

- THE ALLOWED TIME THAT A DISTURBED AREA CAN REMAIN UNWORKED WITHOUT COVER MEASURES IS REDUCED TO TWO DAYS, RATHER THEN SEVEN.
- STOCKPILES AND STEEP CUT AND FILL SLOPES ARE TO BE PROTECTED IF UNWORKED FOR MORE THAN 12 HOURS.
- COVER MATERIALS SUFFICIENT TO COVER ALL DISTURBED AREAS SHALL BE STOCKPILED ON SITE.
- ALL AREAS THAT ARE TO BE UNWORKED DURING THE WET SEASON SHALL BE SEEDD WITHIN ONE WEEK OF THE BEGINNING OF THE WET SEASON.
- MULCH IS REQUIRED TO PROTECT ALL SEEDD AREAS.
- FIFTY LINEAR FEET OF SILT FENCE (AND THE NECESSARY STAKES) PER ACRE OF DISTURBANCE MUST BE STOCKPILED ON SITE.
- CONSTRUCTION ROAD AND PARKING LOT STABILIZATION ARE REQUIRED FOR ALL SITES UNLESS THE SITE IS UNDERLAIN BY COARSE-GRAINED SOIL.
- SEDIMENT RETENTION IS REQUIRED UNLESS NO OFFSITE DISCHARGE IS ANTICIPATED FOR THE SPECIFIC DESIGN FLOW.
- SURFACE WATER CONTROLS ARE REQUIRED UNLESS NO OFFSITE DISCHARGE IS ANTICIPATED FOR THE SPECIFIED DESIGN FLOW.
- PHASING AND MORE CONSERVATIVE BMP'S MUST BE EVALUATED FOR CONSTRUCTION ACTIVITY NEAR SURFACE WATERS.
- ANY RUNOFF GENERATED BY DEWATERING SHALL BE TREATED THROUGH CONSTRUCTION OF A SEDIMENT TRAP WHEN THERE IS SUFFICIENT SPACE OR BY RELASING THE WATER TO A WELL-VEGETATED, GENTLY SLOPING AREA. SINCE PUMPS ARE USED FOR DEWATERING, IT MAY BE POSSIBLE TO PUMP THE SEDIMENT-LADEN WATER WELL AWAY FROM THE SURFACE WATER SO THAT VEGETATION CAN BE MORE EFFECTIVELY UTILIZED FOR TREATMENT. A STRAW BALE FILTER SHALL BE PLACED AROUND THE DISCHARGE FROM THE DEWATERING PUMP. IF THERE IS NOT SPACE FOR A SEDIMENT TRAP OR 25 FEET OF SUITABLE VEGETATION, OTHER FILTRATION METHODS SHALL BE REQUIRED.
- SOILS SHALL BE STABILIZED AT THE END OF THE SHIFT, BEFORE A HOLIDAY OR WEEKEND IF NEEDED, BASED ON THE WEATHER FORECAST.
- THE FREQUENCY OF MAINTENANCE REVIEW INCREASES FROM MONTHLY TO WEEKLY.

MULCHING

MULCH MATERIAL	QUALITY STANDARDS	APPLICATION RATES
STRAW	AIR-DRIED; FREE FROM UNDESIRABLE SEED AND COARSE MATERIAL.	2"-3" THICK; 2-3 BALES PER 1000 SQ. FT. OR 2-3 TONS PER ACRE.
WOOD FIBER CELLULOSE	NO GROWTH INHIBITING FACTORS	APPROX. 25-30 LBS. PER 1000 SQ. FT. OR 25-30 TONS PER ACRE
COMPOST	NO VISIBLE WATER OR DUST DURING HANDLING. MUST BE PURCHASED FROM SUPPLIER WITH A SOLID WASTE HANDLING PERMIT.	2" THICK MIN.; APPROX. 100 TONS PER ACRE (APPROX. 800 LBS PER YARD)
CHIPPED SITE VEGETATION	AVERAGE SIZE SHALL BE SEVERAL INCHES.	2" MINIMUM THICKNESS

NOTE: MULCHING TO BE UTILIZED AS REQUIRED TO PREVENT EROSION AS DIRECTED BY THE ENGINEER.

MULCHING MAINTENANCE STANDARDS

- THE THICKNESS OF THE COVER MUST BE MAINTAINED.
- ANY AREAS THAT EXPERIENCE EROSION SHALL BE REMULCHED AND/OR PROTECTED WITH A NET OR BLANKET. IF THE EROSION PROBLEM IS DRAINAGE RELATED, THEN THE PROBLEM SHALL BE FIXED AND THE ERODED AREA REMULCHED.

SEEDING

SEED MIXES: THE SEED MIXES LISTED BELOW INCLUDE RECOMMENDED MIXES FOR TEMPORARY SEEDING. THESE MIXES, WITH THE EXCEPTION OF THE WETLAND MIX, SHALL BE APPLIED AT A RATE OF 100 LBS./ACRE. THIS RATE CAN BE REDUCED IF SOIL AMENDMENTS OR SLOW-RELEASE FERTILIZERS ARE USED.

TEMPORARY EROSION CONTROL SEED MIX	% WEIGHT	% PURITY	% GERMINATION
CHICKENSKIN OR RED FESCUE			
FESTUCA RUBRA VAR. COMMUTATA OR FESTUCA RUBRA	10	98	90
ANNUAL OR PERENNIAL RYE	40	98	90
LOUIM MULTIFLORUM OR LOUIM PERENN	10	92	85
REDTOP OR COLONIAL BENTGRASS	10	98	90
AGROSTIS ALBA OR AGROSTIS TENUS	10	98	90
WHITE DUTCH CLOVER			
TRIFOLIUM REPENS			

BIOSWALE SEED MIX (MODIFIED BIRIARGREEN, INC., HYDROSEEDING GUIDE WETLANDS SEED MIX)	% WEIGHT	% PURITY	% GERMINATION
TALL OR MEADOW FESCUE	68	98	90
FESTUCA ARUNDINACEA OR FESTUCA ELATIOR	10	98	85
SEALED/CREeping BENTGRASS	10	90	80
AGROSTIS PALUSTRIS	10	90	80
MEADOW FORTAL	6	98	90
ALSKA CLOVER	6	98	90
TRIFOLIUM HYBRIDUM	6	92	85
REDTOP			
AGROSTIS ALBA			

WETLANDS SEED MIX	% WEIGHT	% PURITY	% GERMINATION
RED FESCUE	35	90	90
FESTUCA RUBRA	35	92	85
REDTOP	30	90	80
AGROSTIS ALBA			
MEADOW FORTAL			
ALPODURIUS PRATIENSIS			

SEEDING MAINTENANCE STANDARDS

- ANY SEEDD AREAS THAT FAIL TO ESTABLISH AT LEAST 80 PERCENT COVER WITHIN ONE MONTH SHALL BE RESEEDD. IF RESEEDING IS INEFFECTIVE, AN ALTERNATE METHOD, SUCH AS SODDING OR NETS/BLANKETS, SHALL BE USED. IF WINTER WEATHER PREVENTS ADEQUATE GRASS GROWTH, THIS TIME LIMIT MAY BE RELAXED.
- AFTER ADEQUATE COVER IS ACHIEVED, ANY AREA THAT EXPERIENCE EROSION SHALL BE RESEEDD AND PROTECTED BY MULCH.
- SEEDD AREAS SHALL BE SUPPLIED WITH ADEQUATE MOISTURE, BUT NOT WATERED TO THE EXTENT THAT IT CAUSES RUNOFF.

ESC-4 FINAL SITE STABILIZATION NOTES

TO OBTAIN FINAL CONSTRUCTION APPROVAL, THE FOLLOWING CONDITIONS MUST BE MET:

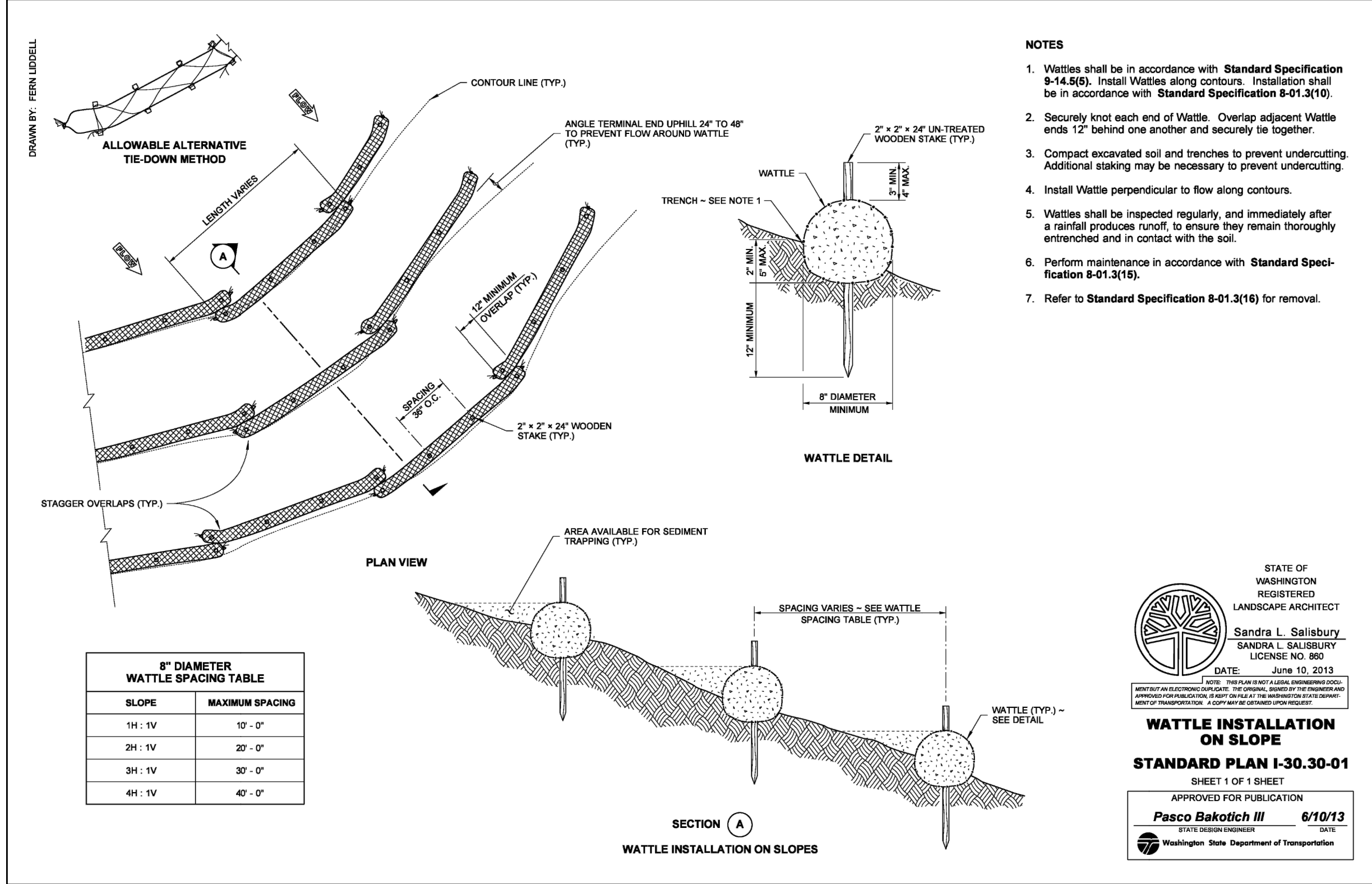
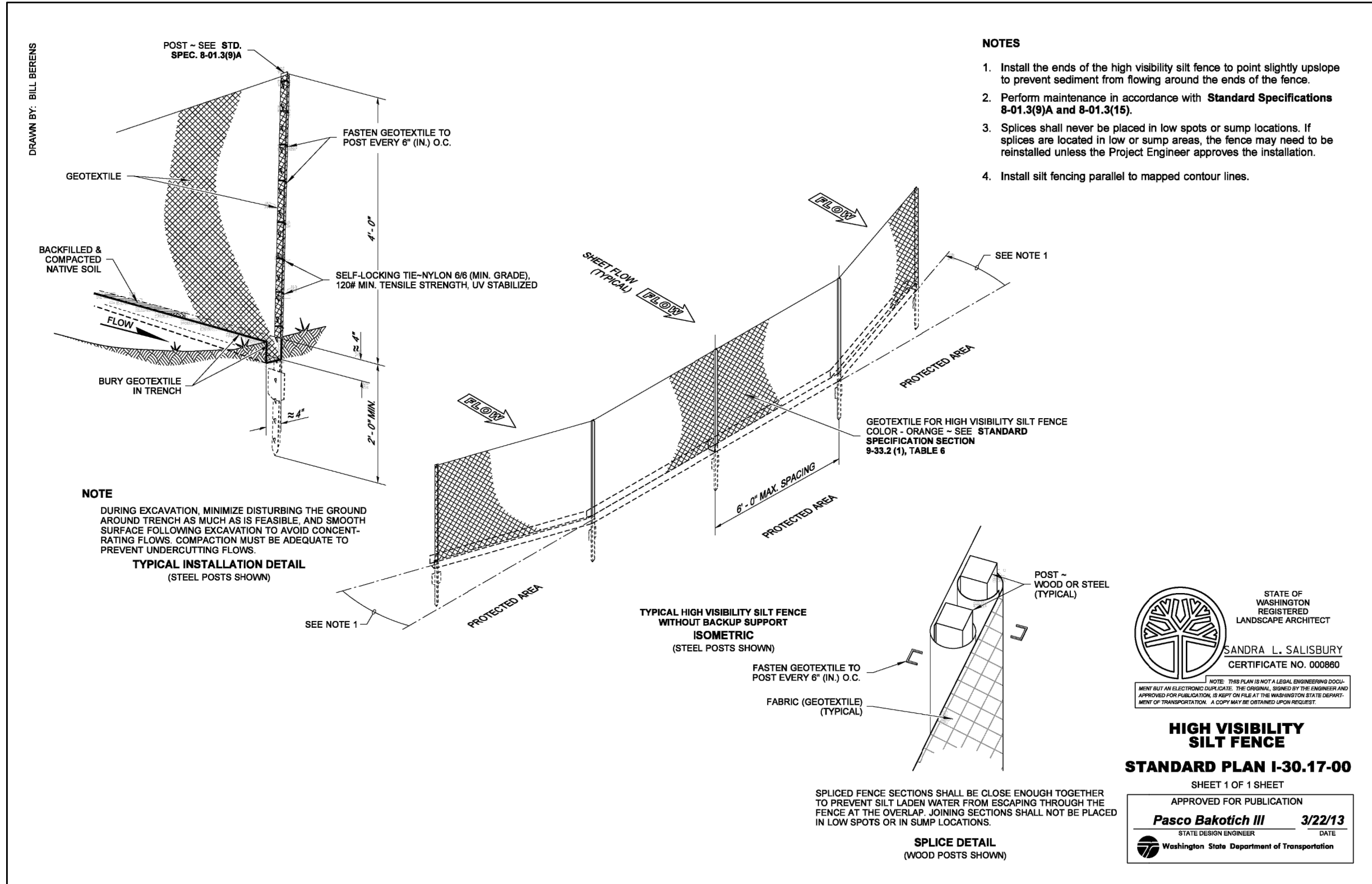
- ALL DISTURBED AREAS OF THE SITE SHALL BE VEGETATED OR OTHERWISE PERMANENTLY STABILIZED. AT A MINIMUM, DISTURBED AREAS SHALL BE SEEDD AND MULCHED WITH A HIGH LIKELY HOOD THAT SUFFICIENT COVER WILL DEVELOP SHORTLY AFTER FINAL APPROVAL. MULCH WITHOUT SEEDING IS NOT ADEQUATE TO ALLOW FINAL APPROVAL OF THE PERMIT, EXCEPT FOR SMALL AREAS OF MULCH USED FOR LANDSCAPING. THE ONLY EXCEPTIONS TO THESE REQUIREMENTS ARE LOTS WITHIN A PLAT THAT ARE TO BE DEVELOPED UNDER AN APPROVED RESIDENTIAL PERMIT IMMEDIATELY FOLLOWING PLAT APPROVAL. IN THESE CASES, MULCH AND/OR TEMPORARY SEEDING ARE ADEQUATE FOR COVER.
- STRUCTURAL MEASURES SUCH AS, BUT NOT LIMITED TO, SILT FENCES, PIPE SLOPES DRAINS, CONSTRUCTION ENTRANCES, STORM DRAIN INLET PROTECTION, AND SEDIMENT TRAPS AND PONDS SHALL BE REMOVED FROM THE SITE. MEASURES THAT WILL QUICKLY DECOMPOSE, SUCH AS BRUSH BARRIERS AND ORGANIC MULCHES, MAY BE LEFT IN PLACE IN THE CASE OF SILT FENCES. IT MAY BE BEST TO REMOVE FENCES IN CONJUNCTION WITH THE SEEDING, SINCE IT MAY BE NECESSARY TO BRING MACHINERY BACK IN TO REMOVE THEM. THIS WILL RESULT IN DISTURBED SOILS THAT WILL AGAIN REQUIRE PROTECTION. THE DUES INSPECTOR MUST APPROVE AN APPLICANT'S PROPOSAL TO REMOVE FENCING PRIOR TO THE ESTABLISHMENT OF VEGETATION. IN SOME CASES, SUCH AS RESIDENTIAL BUILDING FOLLOWING PLAT DEVELOPMENT, IT MAY BE APPROPRIATE TO LEAVE SOME OR ALL ESC MEASURES FOR USE DURING SUBSEQUENT DEVELOPMENT. THIS SHALL BE DETERMINED ON A SITE-SPECIFIC BASIS.
- ALL PERMANENT SURFACE WATER FACILITIES, INCLUDING CATCH BASINS, MANHOLES, PIPES, DITCHES, CHANNELS, R/O FACILITIES, AND WATER QUALITY FACILITIES, SHALL BE CLEANED. ANY OFFSITE CATCH BASIN THAT REQUIRED PROTECTION DURING CONSTRUCTION SHALL ALSO BE CLEANED.
- IF ONLY THE INFRASTRUCTURE OF THE SITE HAS BEEN DEVELOPED (E.G. SUBDIVISIONS AND SHORT PLATS) WITH BUILDING CONSTRUCTION TO OCCUR UNDER A DIFFERENT PERMIT, THEN THE SENSITIVE AREA BUFFERS, SENSITIVE AREA TRACTS, OR SENSITIVE AREA SETBACK AREA SHALL BE CLEARLY MARKED AS DESCRIBED IN SECTION 4.4.1 IN ORDER TO ALERT FUTURE BUYERS AND BUILDERS.

ESC-5 ROAD AND UTILITIES E.S.C. NOTES

- PHASING THE PROJECT SO THAT THE SITE IS WORKED PROGRESSIVELY FROM END TO END, RATHER THAN CLEARING AND GRUBBING THE ENTIRE LENGTH OF THE PROJECT. THIS RESULTS IN SMALLER EXPOSED AREAS FOR SHORTER DURATIONS, THUS REDUCING THE EROSION RISK.
- MULCHING AND VEGETATING CUT AND FILL SLOPES AS SOON AS THEY ARE GRADED. FREQUENTLY, THIS IS DONE AT THE END OF CONSTRUCTION WHEN PAVING OR UTILITY INSTALLATION IS COMPLETE. VEGETATING THESE AREAS AT THE START OF THE PROJECT STABILIZES THOSE AREAS MOST SUSCEPTIBLE TO EROSION.
- PROTECTING ALL CATCH BASIN INLETS WITH CATCH BASIN INSERTS WHEN THESE DO NOT DRAIN TO PONDS OR TRAPS. THIS WILL NOT PROVIDE THE SAME LEVEL OF PROTECTION AS A SEDIMENT POND OR TRAP, BUT CAN REMOVE MOST OF THE SAND- SIZED MATERIAL ENTRAINED IN THE RUNOFF.
- PHASING THE PROJECT SO THAT ALL CLEARING AND GRADING IN SENSITIVE AREA BUFFERS OCCURS IN THE DRY SEASON. THIS SUBSTANTIALLY REDUCES THE CHANCE OF EROSION AND ALLOWS FOR RAPID REVEGETATION IN THE LATE SUMMER AND EARLY FALL.
- USING FLOCCULENT TO REDUCE THE TURBIDITY OF WATER RELEASED FROM SEDIMENT PONDS, WHEN APPROVED BY THE DEPARTMENT OF ECOLOGY.
- HIRING A PRIVATE CONSULTANT WITH EXPERTISE IN ESC TO REVIEW AND MONITOR THE SITE.

ESC-6 CONSTRUCTION SEQUENCE

- ATTEND PRE-CONSTRUCTION MEETING.
- FLAG OR FENCE CLEARING LIMITS.
- POST SIGN WITH NAME AND PHONE NUMBER OF ESC SUPERVISOR.
- INSTALL CATCH BASIN PROTECTION IF REQUIRED.
- GRADE AND INSTALL CONSTRUCTION ENTRANCE(S).
- INSTALL PERIMETER PROTECTION (SILT FENCE, BRUSH BARRIER, ETC.).
- GRADE AND STABILIZE CONSTRUCTION ROADS.
- CONSTRUCT SURFACE WATER CONTROLS (INTERCEPTOR DIKES, PIPE SLOPE DRAINS, ETC.) SIMULTANEOUSLY WITH CLEARING AND GRADING FOR PROJECT DEVELOPMENT.
- MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH CITY OF ANACORTES STANDARDS AND MANUFACTURER'S RECOMMENDATIONS.
- RELOCATE SURFACE WATER CONTROLS AND EROSION CONTROL MEASURES OR INSTALL NEW MEASURES SO THAT AS SITE CONDITIONS CHANGE THE EROSION AND SEDIMENT CONTROL IS ALWAYS IN ACCORDANCE WITH CITY AND DEPARTMENT OF ECOLOGY EROSION AND SEDIMENT CONTROL STANDARDS.
- COVER ALL AREAS THAT WILL BE UNWORKED FOR MORE THAN SEVEN DAYS OR TWO DAYS DURING THE WET SEASON WITH STRAW, WOOD FIBER MULCH, COMPOST, PLASTIC SHEETING OR EQUIVALENT.
- STABILIZE ALL AREAS THAT REACH FINAL GRADE WITHIN SEVEN DAYS.
- SEED OR SOD ANY AREAS TO REMAIN UNWORKED FOR MORE THAN 30 DAYS.
- UPON COMPLETION OF THE PROJECT, ALL DISTURBED AREAS MUST BE STABILIZED AND BMP'S REMOVED IF APPROPRIATE.

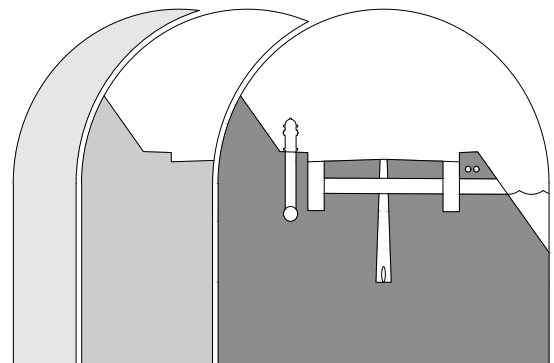


CITY OF ANACORTES PROJECT NO. 21-

THIS PLAN SHEET IS ACCEPTED FOR CONSTRUCTION IN ACCORDANCE WITH THE CITY OF ANACORTES ORDINANCES AND POLICIES. ACTUAL CONFORMANCE OF THE DESIGN WITH APPLICABLE LAWS IS THE SOLE RESPONSIBILITY OF THE PROFESSIONAL ENGINEER, WHOSE NAME AND STAMP APPEAR ON THIS SHEET. ACCORDING, COMPLYING WITH, AND PROVIDING MITIGATION FOR ALL FEDERAL, STATE COUNTY, AND LOCAL LAWS, PERMITS, AND ORDINANCES, INCLUDING BUT NOT LIMITED TO THE ENDANGERED SPECIES ACT, FEDERAL WETLAND PERMIT, STATE DEPARTMENT OF FISHERIES HYDRAULICS PERMIT, FEDERAL FLOOD PLAIN PERMITS, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS IS THE RESPONSIBILITY OF THE DEVELOPER, LANDOWNER, AND THEIR ENGINEER. THE ISSUANCE OF THIS PERMIT SHALL NOT BE CONSIDERED AS PROOF OF COMPLIANCE WITH APPLICABLE LAWS AND PERMIT REQUIREMENTS. THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE.

DATE

THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE



Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
P.O. Box 1705 • 1111 Cleveland Avenue, Suite 202
Mount Vernon, WA 98273 Tel: 360-404-2010

SHEET REVISIONS:		
NO.	DATE	DESCRIPTION
1	01.10.22	DWG. SUBMITTAL
1	01.10.22	CUP. SUBMITTAL

CALL 48 HOURS BEFORE YOU DIG
1.800.424.5555

SAMISH EARLY LEARNING CENTER
FOR
CARLETTI ARCHITECTS, PS

PROJECT:

SHEET DESCRIPTION:

SCALE: **AS NOTED**

DRAWN BY: **P.SEVERIN**

DESIGNED BY: **P.SEVERIN**

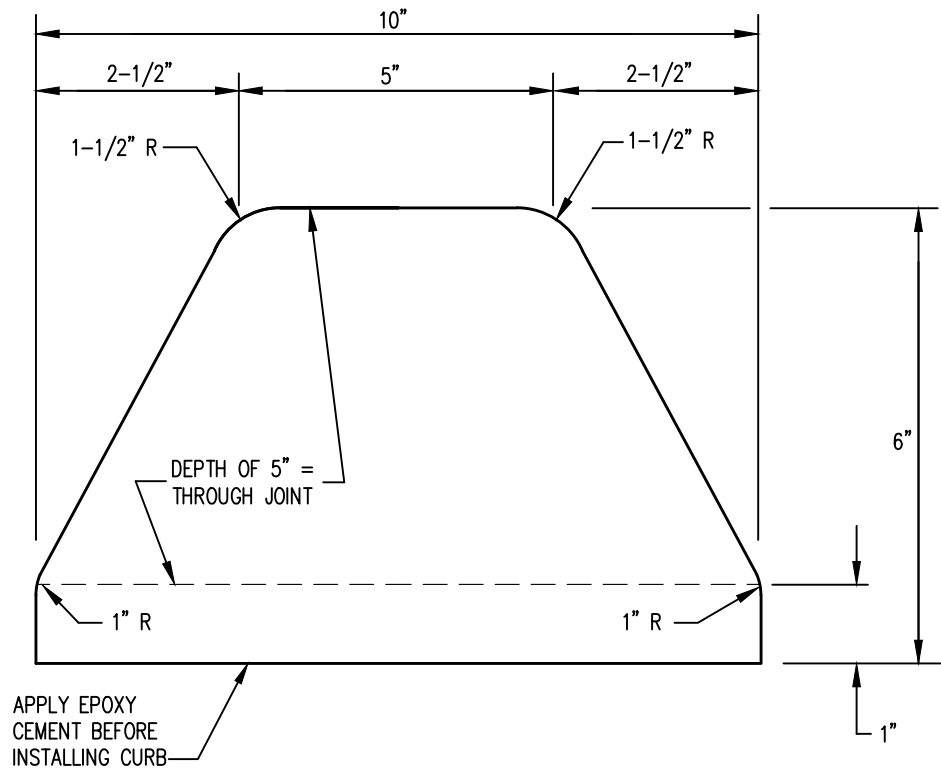
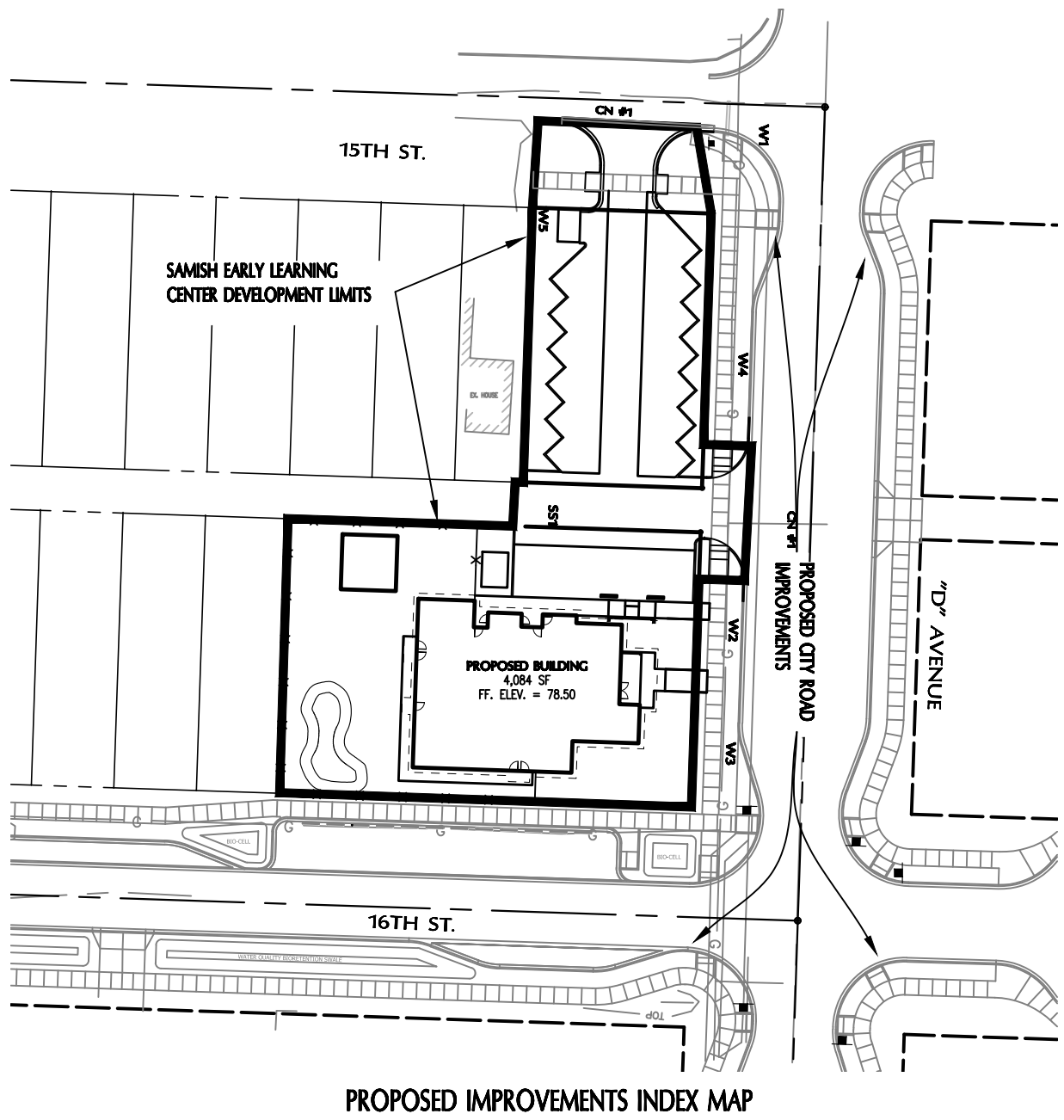
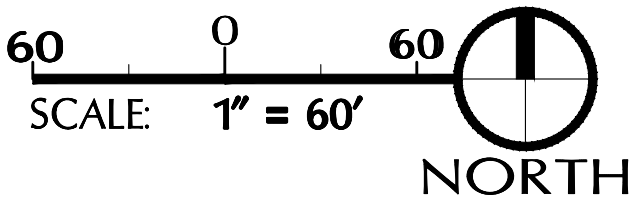
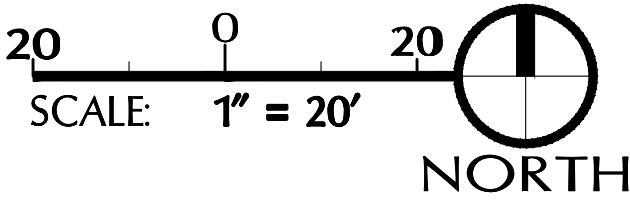
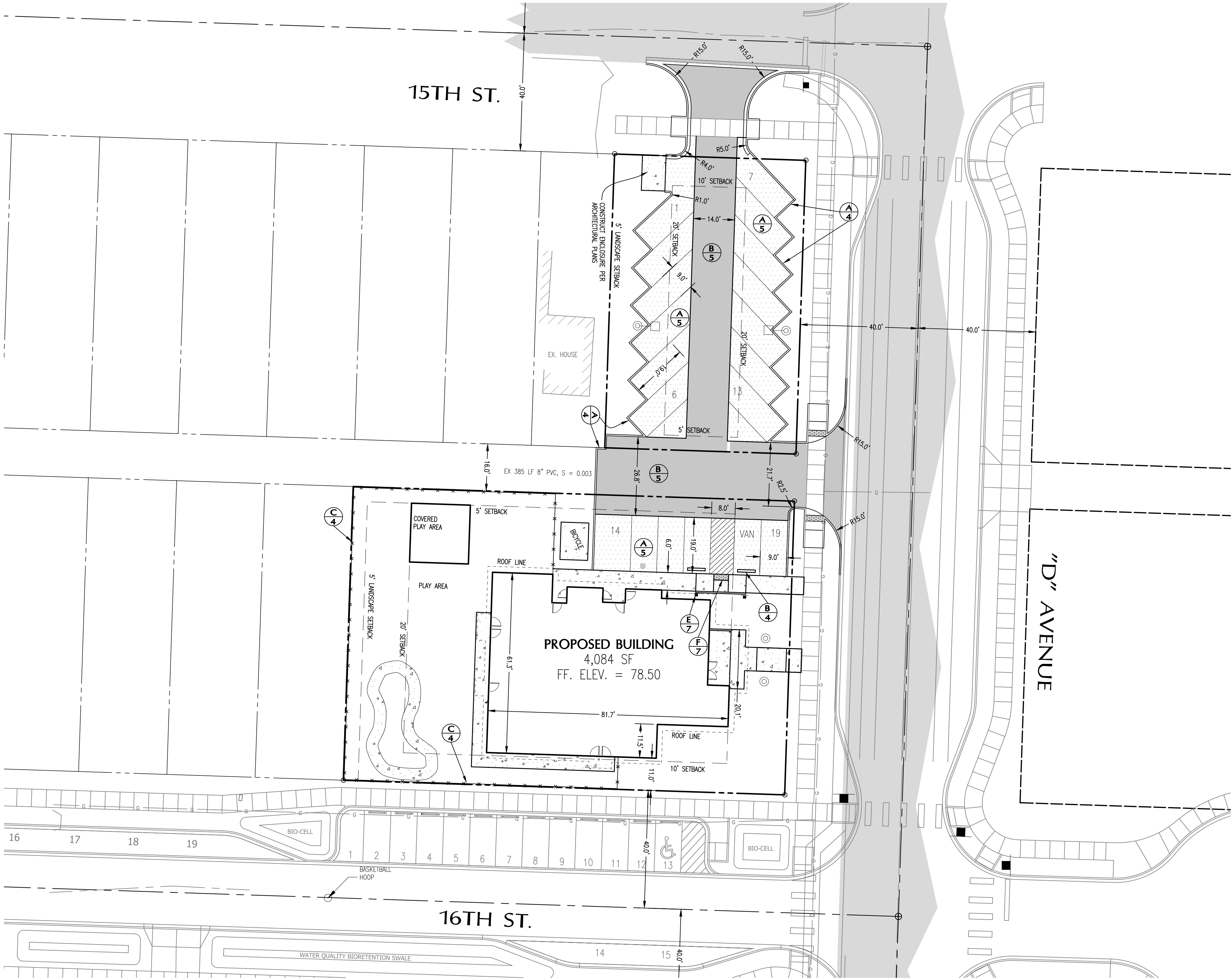
DATE: **01.10.22**

JOB NUMBER: **21040**

DWG NAME: **21040.CUP.CIV.DWG**

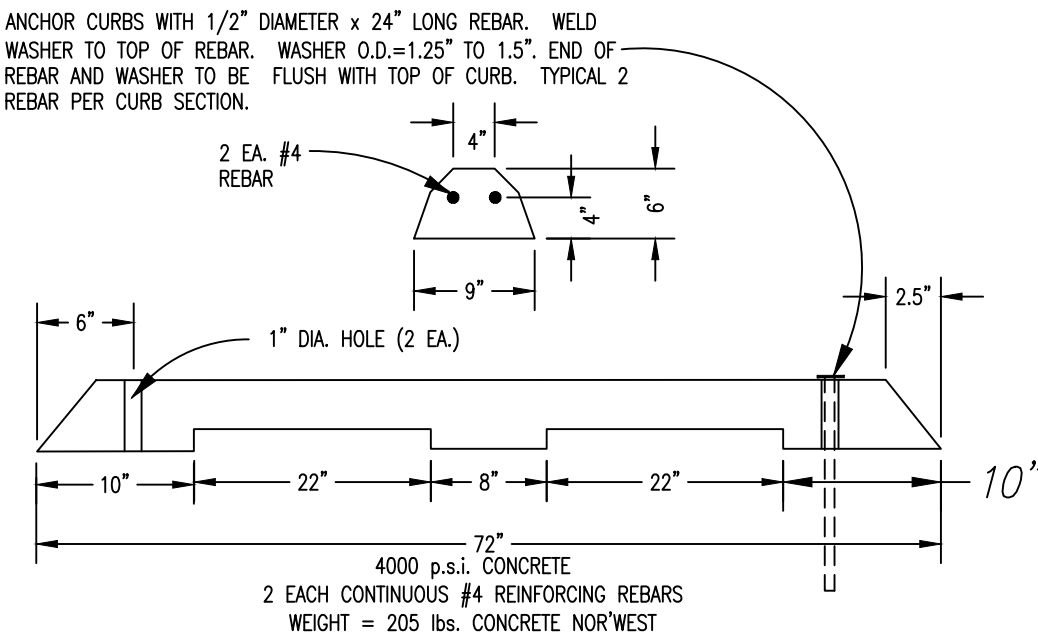
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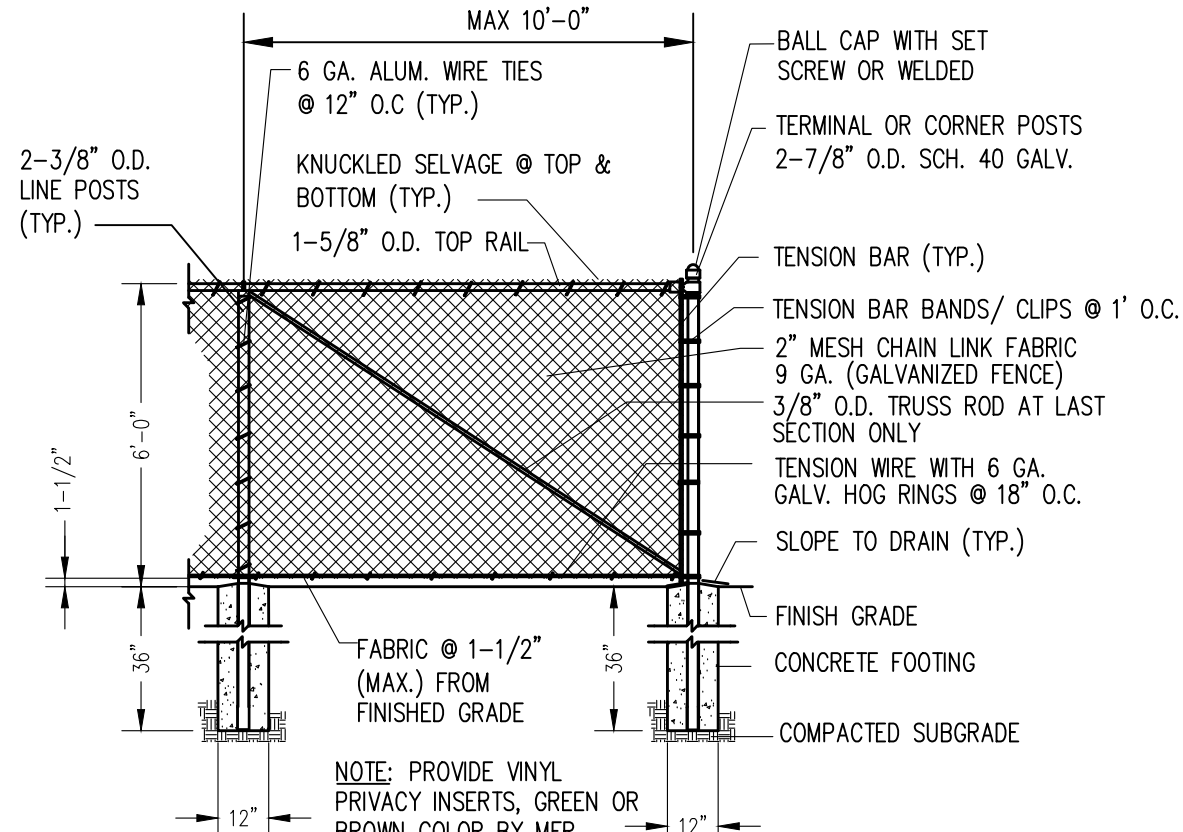


JOINTS
JOINTS SHALL BE PLACED AT 10' INTERVALS. JOINTS SHALL BE CUT VERTICALLY AND TO A DEPTH OF 5 INCHES.

CONCRETE EXTRUDED CURB DETAIL
SCALE: N.T.S.



CEMENT CONCRETE PARKING CURB DETAIL
NO SCALE



CHAINLINK FENCE SCREENING DETAIL
NO SCALE

CITY OF ANACORTES PROJECT NO. 21-

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PROJECT:

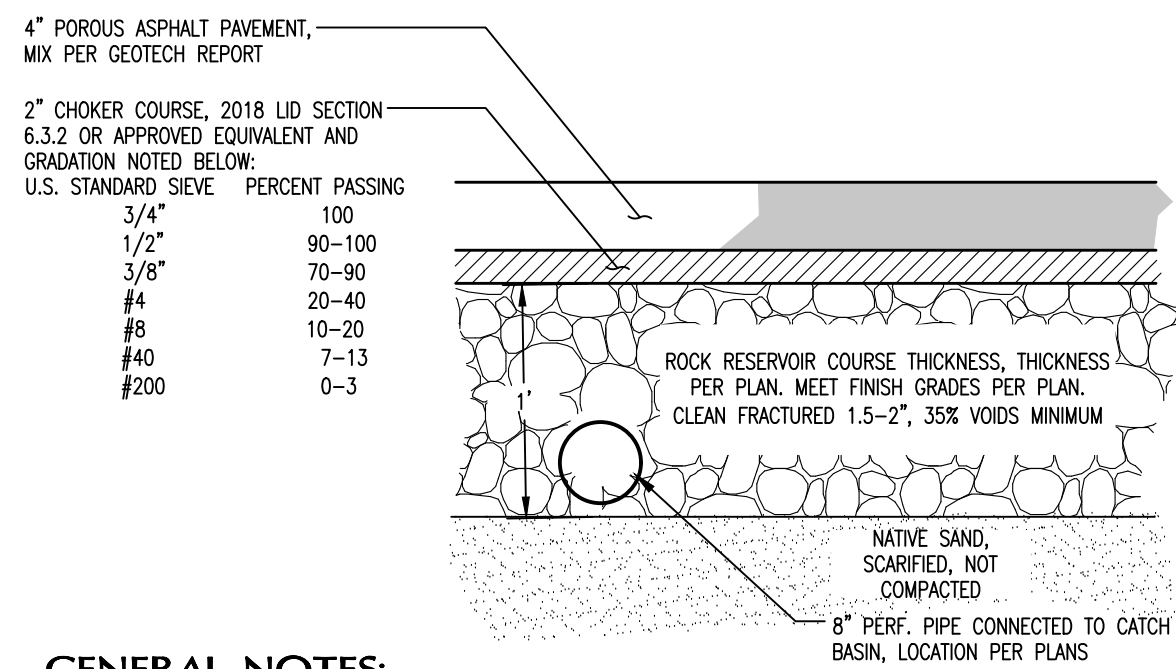
SAMISH EARLY LEARNING CENTER
FOR
CARLETTI ARCHITECTS, PS

SHEET DESCRIPTION:

SITE AND DIMENSIONAL PLAN

SCALE: **AS NOTED**
DRAWN BY: **P.SEVERIN**
DESIGNED BY: **P.SEVERIN**
DATE: **01.10.22**
JOB NUMBER: **21040**
DWG NAME: **21040.CUP.CIV.DWG**
SHEET NUMBER:

4 OF 10



1. CONTRACTOR TO BED PERF. PIPE, AND CATCH BASINS LOCATION PER PLANS
2. TRENCH SIDES TO BE PROTECTED WITH FILTER FABRIC
2. SEE INFILTRATION BED CONSTRUCTION NOTES, SHEET 5 AND SHEET 8. (DUPLICATE)

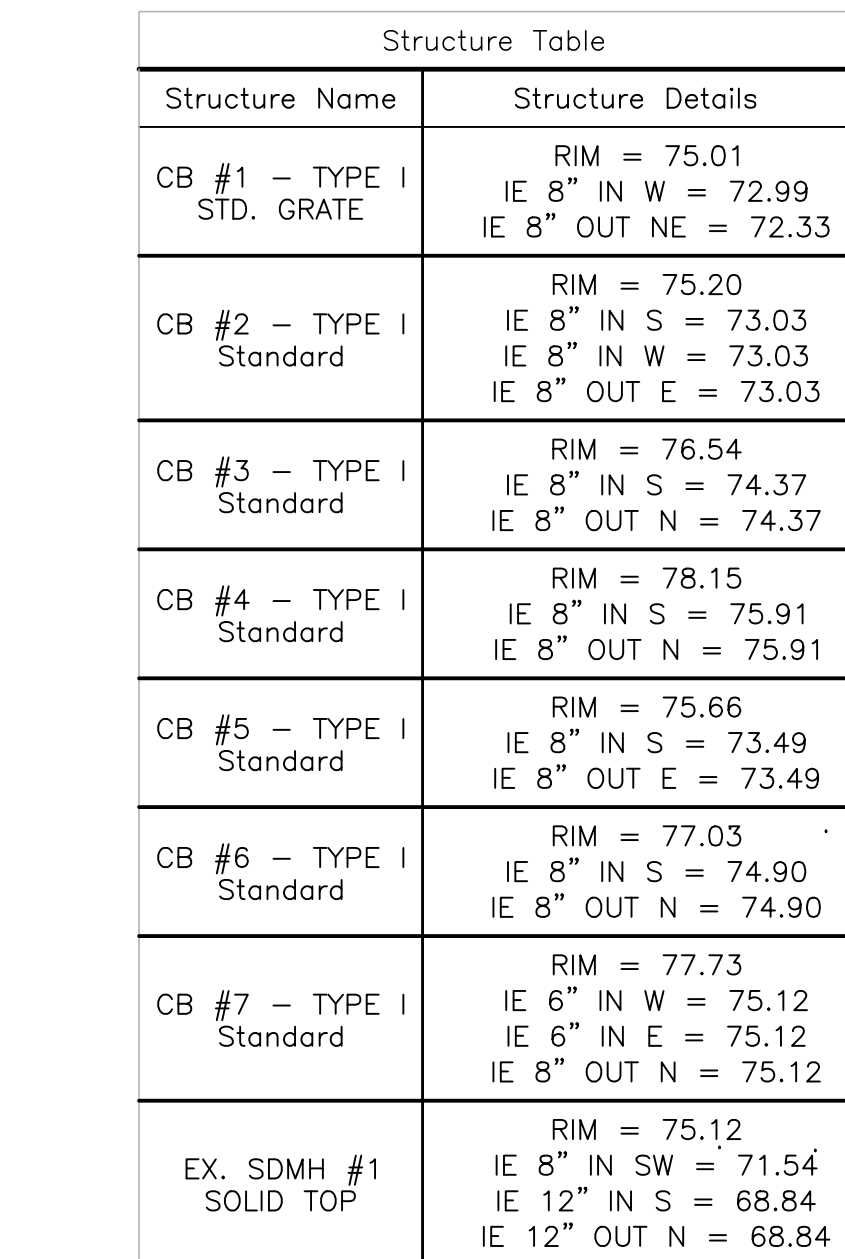
SUBGRADE TO BE STRIPPED PER GEOTECHNICAL REPORT. SOILS SHALL BE INSPECTED TO VERIFY CONFORMITY TO SOILS REPORT, THAT UNDERLYING SOILS MEET THE TREATMENT SOILS REQUIREMENTS. IF THE SOILS APPEAR TO NOT MEET THE REQUIREMENTS, AS DETERMINED BY THE GEOTECHNICAL ENGINEER, THE UNDERLYING SOILS MAY REQUIRE AMENDMENTS PER DOE REQUIREMENTS.

NO SCALE



1. ALL ASPHALT SHALL BE HOT MIX ASPHALT CONFORMING TO SECTION 5-04.4 OF THE 2022 STANDARD SPECIFICATIONS, COMPACTED TO A MINIMUM OF 101% RICE DENSITY. WHERE PROPOSED ASPHALT ABUTS EXISTING ASPHALT, THE EXISTING ASPHALT SHALL BE SAW CUT FULL DEPTH AND THICK COATED IMMEDIATELY BEFORE PAVING. ALL SURFACE JOINTS SHALL BE SEALED WITH AR 4000 W AND SAND, APPLIED WITH HEAT.
2. CRUSHED SURFACE BASE COURSE SHALL CONFORM TO SECTION 9-03.9(3) OF THE 2022 STANDARD SPECIFICATIONS, COMPACTED TO A MINIMUM OF 105% MAXIMUM DENSITY IN ACCORDANCE WITH ASTM D-1557 TESTING. ALL CRUSHED SURFACING SHALL BE SPRAWN AT A 50% MAXIMUM OVERSPREAD. A MINIMUM OF 104 HOURS PRIOR TO PAVING, ACCORDING TO SECTION 5-04.3(5) OF THE 2022 STANDARD SPECIFICATIONS.
3. GRAVEL BORROW, A MINIMUM OF 7 INCH COMPACTED DEPTH SHALL SUPPORT ALL PAVEMENT. GRAVEL BORROW WITH LESS THAN 5% PASSING THE 200 SIEVE, SHALL CONFORM TO SECTION 9-03.14(1) OF THE 2022 STANDARD SPECIFICATIONS. COMPACTED TO A MINIMUM OF 100% MAXIMUM DENSITY IN ACCORDANCE WITH ASTM D-1557 TESTING. EXISTING GRAVEL MATERIAL MAY BE UTILIZED AS GRAVEL BORROW AS DETERMINED BY THE GEOTECHNICAL ENGINEER.
4. THE EXCAVATED SUBGRADE SHALL BE FREE OF TOPSOIL, ORGANICS, AND OTHER DELETERIOUS MATERIAL, COMPACTED TO A MINIMUM OF 105% MAXIMUM DENSITY IN ACCORDANCE WITH ASTM D-1557 TESTING, PREPARED CONFORMING TO SECTION 2-06.3(1) OF THE 2022 STANDARD SPECIFICATIONS.

NO SCALE



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SHEET REVISIONS:			
NO.	DATE	DESCRIPTION	APPROVED
1	01.10.22	DRG SUBMITTAL	P.SEVERIN
1	01.10.22	CUP SUBMITTAL	P.SEVERIN

**CALL 48 HOURS
BEFORE YOU DIG
1.800.424.5555**

PROJECT:

**SAMISH EARLY
LEARNING CENTER**
FOR
CARLETTI ARCHITECTS, PS

SHEET DESCRIPTION:

SITE GRADING AND STORMWATER PLAN

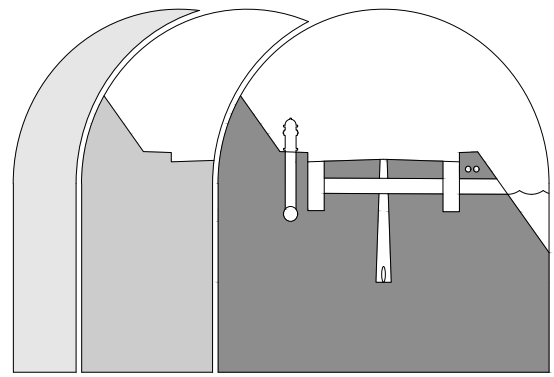
SCALE: **AS NOTED**DRAWN BY: **P. SEVERIN**DESIGNED BY: **P.SEVERIN**

DATE: **01.10.22**

JOB NUMBER: **21040**
DWG NAME: **21040.CUP.CIV.DWG**

SHEET NUMBER:

5 OF 10



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Mount Vernon, WA 98273 Tel: 360-404-2010

SHEET REVISIONS:		
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1	01.10.22	CUP SUBMITTAL

**CALL 48 HOURS
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1.800.424.5555**

**SAMISH EARLY
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FOR
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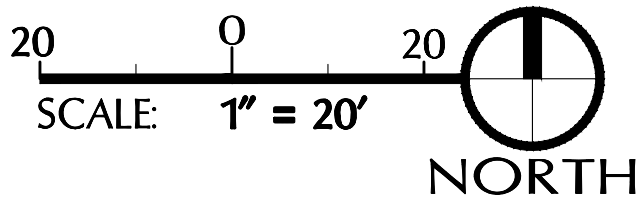
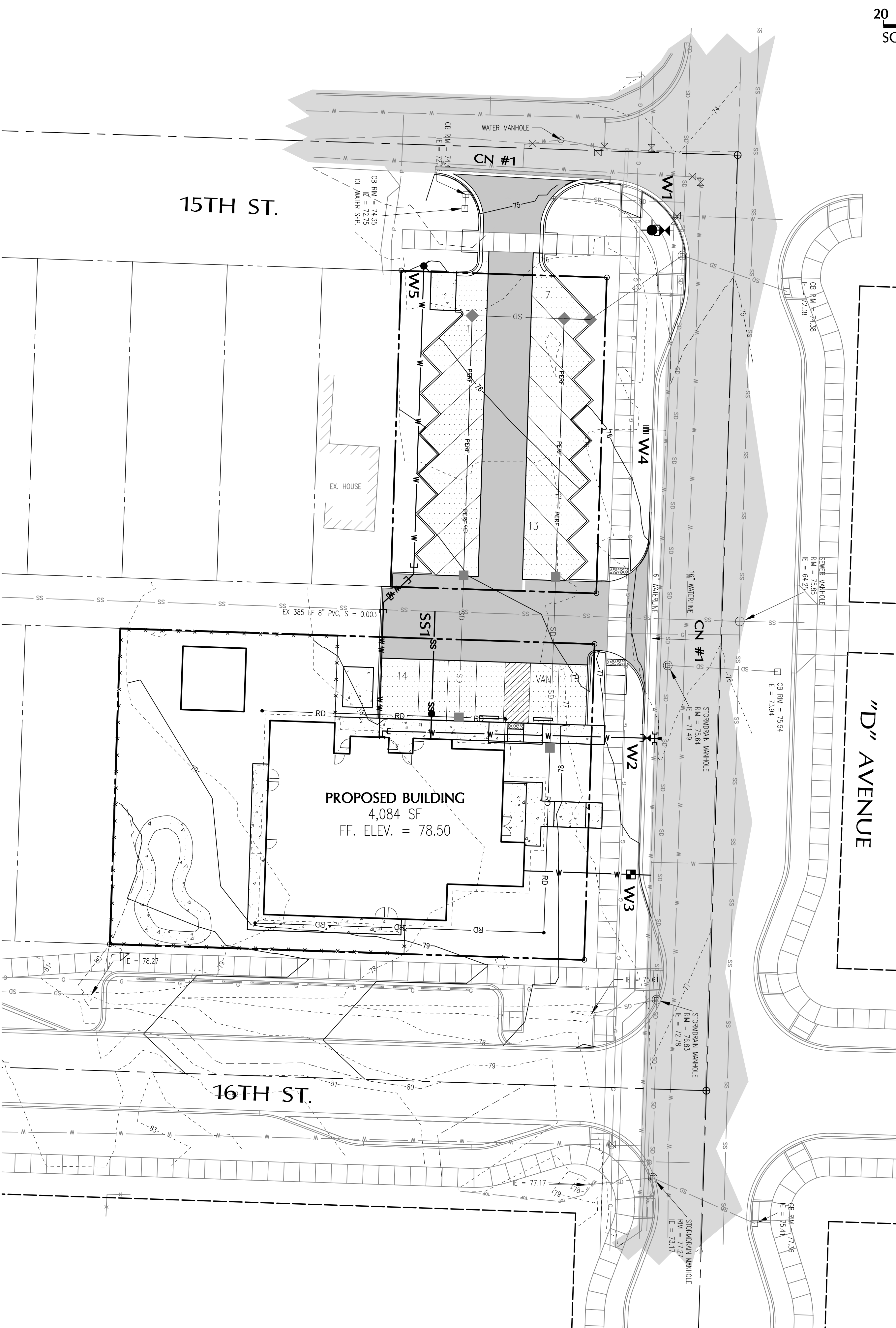
**WATER AND
SANITARY SEWER
PLAN**

PROJECT:

SHEET DESCRIPTION:

SCALE:	AS NOTED
DRAWN BY:	P.SEVERIN
DESIGNED BY:	P.SEVERIN
DATE:	01.10.22
JOB NUMBER:	21040
DWG NAME:	21040.CUP.CIV.DWG
SHEET NUMBER:	

6 OF 10



WATER DESIGN INFO W1

CONTRACTOR TO SAWCUT AND REPAIR EXISTING ROADWAY PER S1-01
HOT TAP EX. 6 DI WATERLINE WITH 6" STAINLESS STEEL SADDLE TAP
1 - 6" FL X MJ GATE VALVE
1 - 6" MJ SLEEVE TO CONNECT HYDRANT AND VALVE AFTER CITY APPROVED BACTERIOLOGICAL AND PRESSURE TESTING.
CDF SHALL BE UTILIZED IN ROW, FROM TOP OF PIPE ZONE TO BOTTOM ELEVATION OF ASPHALT, PER CITY STANDARDS. CDF TO BE 50% SAND, 50% PEA GRAVEL & 1 SACK CEMENT, PER CY, OR APPROVED EQUAL.
7 LF 6" DI

W2

CONTRACTOR TO SAWCUT AND VERIFY EXISTING ELEVATION AND LOCATION OF EXISTING WATERLINE
HOT TAP EX. DI WATERLINE WITH 6" X 4" STAINLESS STEEL SADDLE TAP
1 - 4" FL X MJ GATE VALVE
1 - 4" MJ SLEEVE TO CONNECT TAPPING SLEEVE AND VALVE AFTER CITY APPROVED BACTERIOLOGICAL AND PRESSURE TESTING.
CDF SHALL BE UTILIZED IN ROW, FROM TOP OF PIPE ZONE TO BOTTOM ELEVATION OF ASPHALT, PER CITY STANDARDS. CDF TO BE 50% SAND, 50% PEA GRAVEL & 1 SACK CEMENT, PER CY, OR APPROVED EQUAL.

DI WATERLINE PER DESIGN BY FIRE SPRINKLER DESIGNER.

W3

CONTRACTOR TO VERIFY EXISTING ELEVATION AND LOCATION OF EXISTING WATERLINE
INSTALL 1" WATER SERVICE METER TAP
6 LF 1" COPPER SERVICE LINE TO METER
INSTALL 3/4" METER SERVICE PER CITY STD. DETAIL
34 LF 1" COPPER SERVICE LINE TO BLDG

W4

CONTRACTOR TO REMOVE EXISTING METER, BOX AND ABANDON SERVICE LINE PER CITY REQUIREMENTS.

W5

CONTRACTOR TO INSTALL FDC PER SPRINKLER DESIGN.

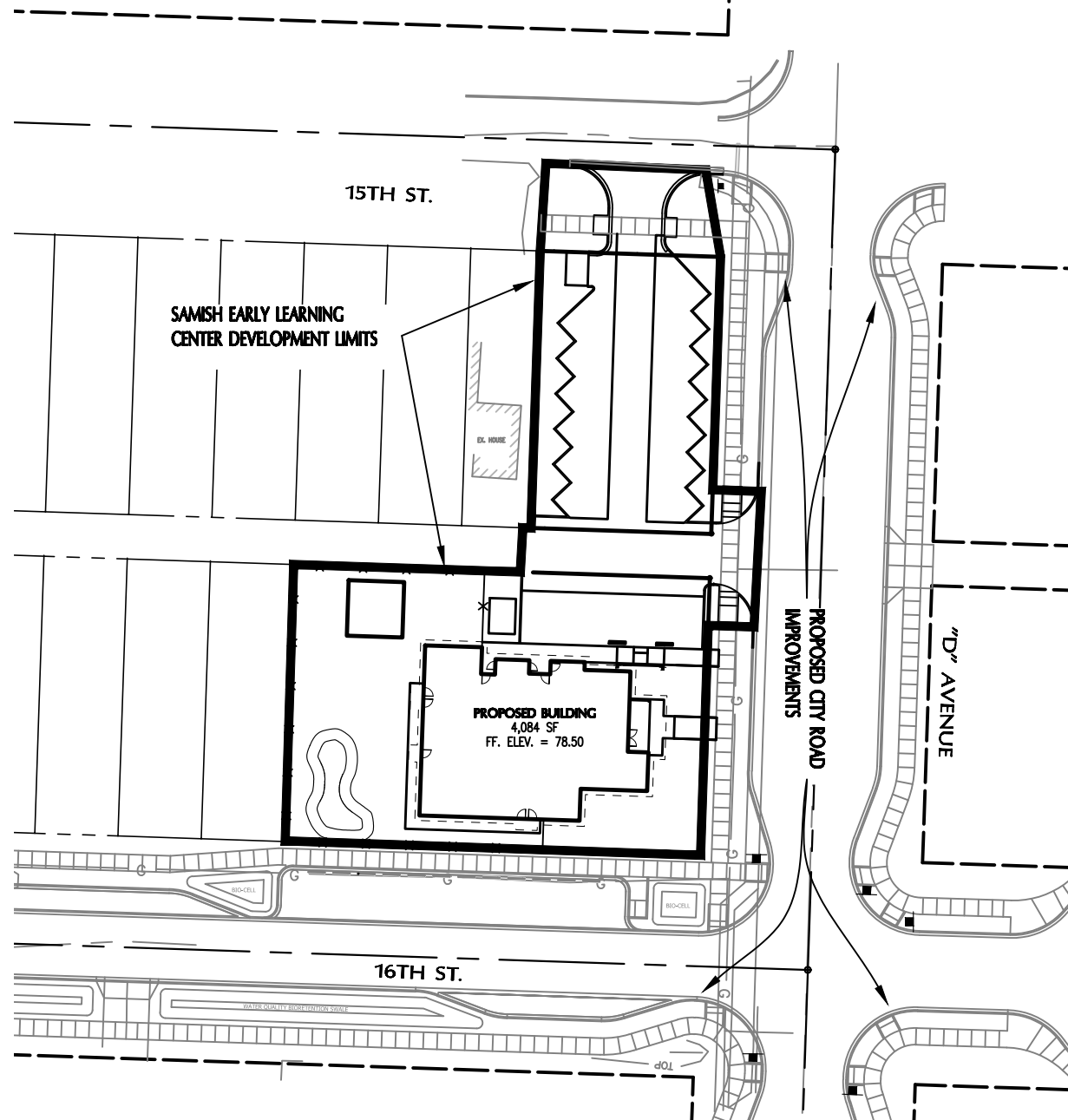
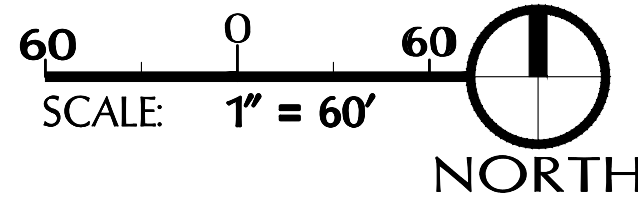
SANITARY SEWER INFO.

SS1

CONTRACTOR TO RITHOLE EXISTING SEWER TO VERIFY EXISTING LOCATION AND DEPTH.
INSTALL:
1 - 8" X 6" 45' PVC WYE
1E Ø 8" WYE = 64.54'-4
1 - 6" 45' BELL X PE FITTING
1 - 6" PUP
1 - ROMAC S01 COUPLING
SIDE SEWER PER ANACORTES STD. DETAIL S1-10
40 LF 6" PVC, S = 0.010 MIN.

SS2

1 - 6" PVC CLEANOUT PER DETAIL C/7 PRIOR TO BUILDING PENETRATION
CONTRACTOR TO COORDINATE SEWER PENETRATION LOCATION AND ELEVATION, AS WELL AS INTERIOR SEWER CONNECTION POINTS REQUIRED, WITH ARCHITECTURAL PLANS.



PROPOSED IMPROVEMENTS INDEX MAP

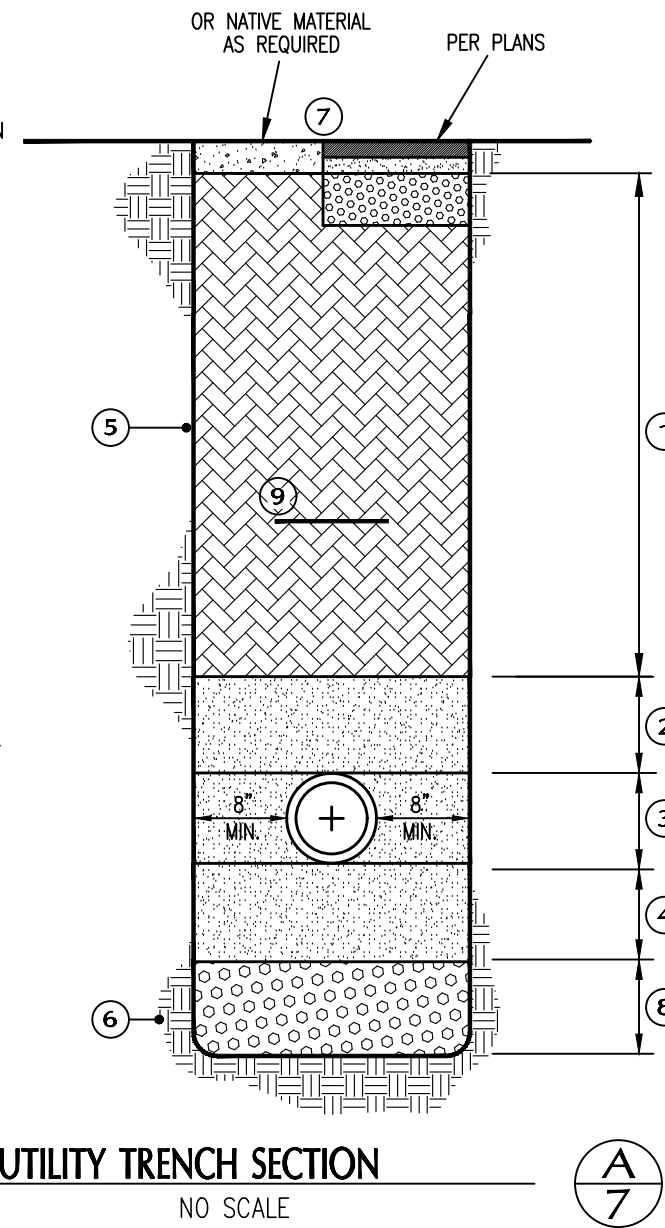
CITY OF ANACORTES PROJECT NO. 21-

THIS PLAN SHEET IS ACCEPTED FOR CONSTRUCTION IN ACCORDANCE WITH THE CITY OF ANACORTES ORDINANCES AND POLICIES. ACTUAL CONFORMANCE OF THE DESIGN WITH APPLICABLE LAWS IS THE SOLE RESPONSIBILITY OF THE PROFESSIONAL ENGINEER, WHOSE NAME AND STAMP APPEAR ON THIS SHEET. ACQUIRING, COMPLYING WITH, AND PROVIDING MITIGATION FOR ALL FEDERAL, STATE COUNTY, AND LOCAL LAWS, PERMITS, AND ORDINANCES, INCLUDING BUT NOT LIMITED TO THE ENDANGERED SPECIES ACT, FEDERAL WETLAND PERMIT, STATE DEPARTMENT OF FISHERIES HYDRAULICS PERMIT, FEDERAL FLOOD PLAIN PERMITS, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS IS THE RESPONSIBILITY OF THE DEVELOPER, LANDOWNER, AND THEIR ENGINEER. THE ISSUANCE OF THIS PERMIT SHALL NOT BE CONSTRUED AS PROOF OF COMPLIANCE WITH APPLICABLE LAWS AND PERMIT REQUIREMENTS. THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE.

THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE

GENERAL NOTES:

- NOTE-1-** RESTORATION SHALL CONSIST OF REMOVING ALL ROCKS GREATER THAN 1" IN DIAMETER, BLENDING THE TOP OF THE TRENCH WITH THE SURROUNDING GRADE AND REMOVING ALL SPOILS FROM THE SITE.
- IF THE EXISTING GRAVEL SHOULDER IS DISTURBED, REPAIR ACCORDING TO THE FOLLOWING REQUIREMENTS:
- A. 6" OF 5/8" MINUS CRUSHED SURFACING TOP COURSE PER SECTION 9-33.9(3), TO BE COMPACTED TO 95% OF MAXIMUM DENSITY.
- B. GRAVEL BORROW AS NECESSARY TO PREPARE ROAD PER SECTION 4-02 COMPACTED TO 95% OF MAXIMUM DENSITY. PLACE IN LOOSE LIFTS NOT EXCEEDING EIGHT INCHES.
- NOTE-2-** PIPE BEDDING AND COVER MATERIAL SHALL BE USED IN ALL TRENCHES REGARDLESS OF LOCATION. GRAVEL BORROW TRENCH BACKFILL SHALL BE USED IN ALL TRENCHES UNDER CRUSHED ROCK, CONSTRUCTION TRAFFIC AREAS, AND WITHIN FOUR FEET OF THE ABOVE-MENTIONED CONDITIONS.
- NOTE-3-** ANY SPECIAL CONDITIONS MUST FIRST BE APPROVED BY THE ENGINEER.
- NOTE-4-** SAWCUT EXISTING ASPHALT 1' BEYOND EDGE OF TRENCH. TACK COAT FACE OF SAWCUT AND SEAL JOINT WITH CSS-1 AND SAND, APPLIED WITH HEAT.
- NOTE-5-** ALL DENSITIES FOR GRAVEL SHALL BE PROCTORED USING ASTM D-1557. ASPHALT SHALL BE PROCTORED USING STATE APPROVED METHODS. DENSITIES SHALL BE DETERMINED USING A NUCLEAR DENSOMETER CONFORMING TO ASTM D-2950.
- NOTE-6-** AT LOCATIONS WITHIN THE EXISTING ASPHALT ROADWAY OR WHERE THE EDGE OF THE UTILITY TRENCH IS LESS THAN 4' FROM THE EDGE OF ASPHALT, THE TRENCH SHALL BE BACKFILLED WITH COMPACTED GRAVEL BORROW AS SPECIFIED IN THE GEOTECHNICAL REPORT.

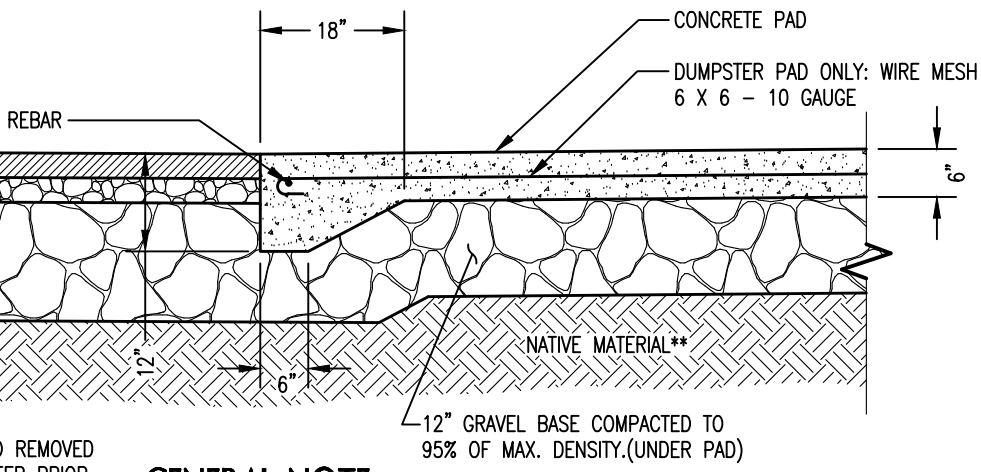


TRENCH NOTES:

- ① GRAVEL BORROW PLACED IN LOOSE LIFTS NOT EXCEEDING 8" IN DEPTH AND COMPACTED TO A MINIMUM OF 100% MAXIMUM DENSITY. AT LOCATIONS WHERE REQUIRED AND/OR SPECIFIED, THE PERCENTAGE PASSING THE #200 SIEVE SHALL NOT EXCEED 5% NATIVE MATERIAL, WHERE ACCEPTABLE, MAY BE USED OUTSIDE OF PUBLIC RIGHT-OF-WAY. PLACE NATIVE MATERIAL IN LIFTS NOT EXCEEDING 12 INCHES AND COMPACT TO A MINIMUM OF 100% (THE TOP 4" SHALL BE COMPACTED TO A MINIMUM OF 100%).
- ② 6" OF SAND, BUCKSHOT OR GRAVEL 100% PASSING THE 1/4" SCREEN TO BE HAND-COMPACTED ABOVE CROWN OF PIPE.
- ③ HAND-COMPACTED SAND, BUCKSHOT OR GRAVEL 100% PASSING THE 1/4" SCREEN TO BE TAMPED AROUND AND UNDER THE PIPE. THICKNESS EQUALS OUTSIDE DIAMETER OF PIPE.
- **④ 6" OF SAND, BUCKSHOT OR GRAVEL 100% PASSING 1/4" SCREEN, HAND-COMPACTED.
- ⑤ TRENCH LINE.
- ⑥ UNDISTURBED EARTH.
- ⑦ SURFACE RESTORATION SHALL BE IN ACCORDANCE WITH GENERAL NOTE-1.
- ⑧ IN TRENCHES WITH SOFT, YIELDING MATERIAL AS DIRECTED BY THE ENGINEER, THE CONTRACTOR SHALL OVER-EXCAVATE TO 2' BELOW PIPE INVERT AND BACKFILL WITH 2 1/2" MINUS BALLAST AGGREGATE THE BOTTOM OF PIPE BEDDING.
- ⑨ PLACE DETECTABLE TRACER TAPE (MIN. 1" ABOVE PIPE) PER SECTION 9-15.18 OF THE 2006 STANDARD SPECIFICATIONS.
- ** SEWER BEDDING SHALL BE BUCKSHOT OR PEA GRAVEL ONLY.

CLEANOUT DETAIL OUTSIDE ASPHALT OR CONCRETE AREAS

NO SCALE



CEMENT CONCRETE DUMPSTER PAD DETAIL

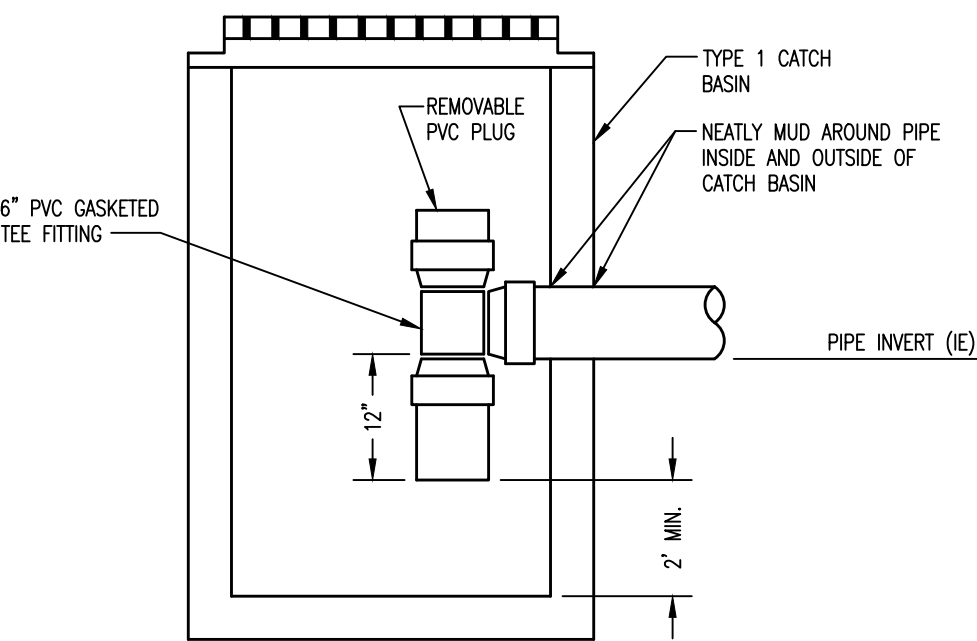
SCALE: NTS

GENERAL NOTE:

1. SEE ARCHITECTURAL PLANS FOR ENCLOSURE DETAILS.
2. 1.5" CRACK JOINTS TO BE SPACED AT 12" MAX. INTERVALS, IN BOTH DIRECTIONS.
3. CRACK JOINTS SHALL BE SEALED TO RESTRICT WATER INFILTRATION INTO THE JOINTS.

CLEANOUT DETAIL WITHIN ASPHALT OR CONCRETE AREAS

NO SCALE

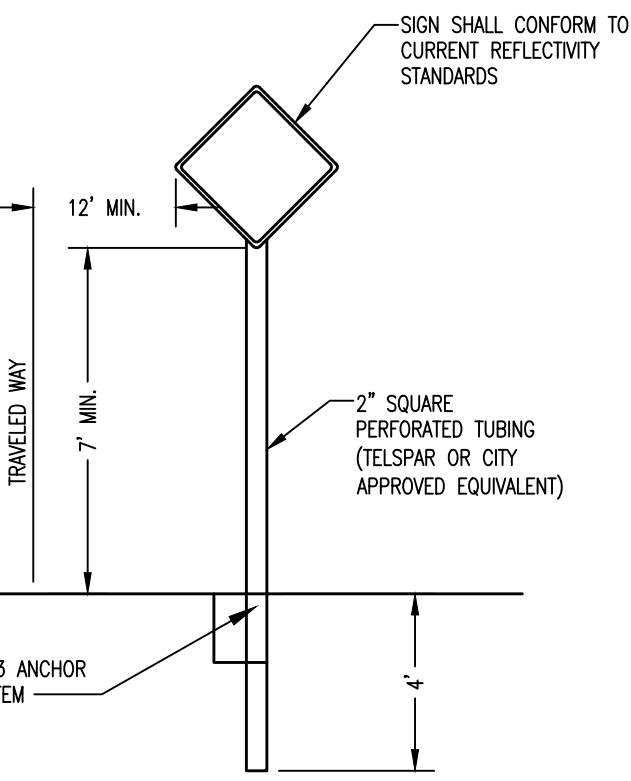


GENERAL NOTES:

1. TEE SHALL BE OF THE SAME SIZE AND MATERIAL AS THE OUTLET PIPE.

DOWNSPOUT CATCH BASIN DETAIL

SCALE: NTS

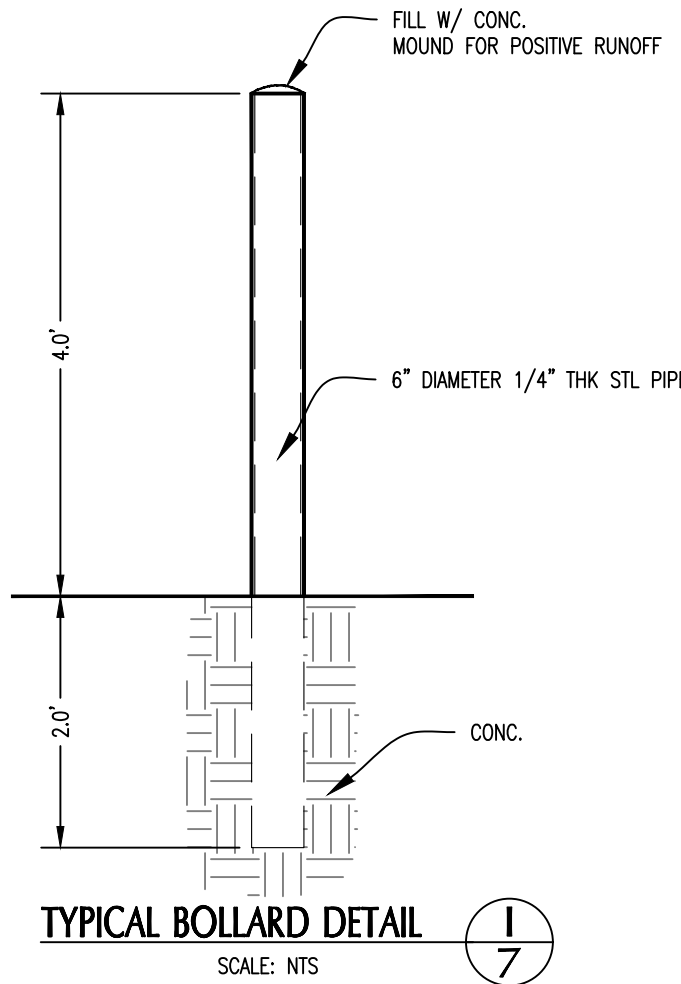


NOTE:

1. ALL SIGNS SHALL BE INSTALLED PER MUTCD & WSDOT STD PLAN 6-24.50-04

TYPICAL SIGN DETAIL

NO SCALE



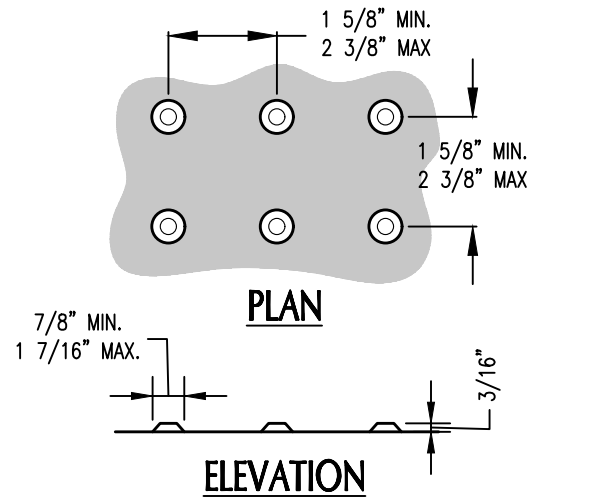
TYPICAL BOLLARD DETAIL

SCALE: NTS



HANDICAP SIGN DETAIL

NTS



GENERAL NOTE:

1. DETECTABLE WARNING PATTERNS SHALL BE ACHIEVE THE TRUNCATED DOME DIMENSIONS AND SPACING SHOWN.

DETECTABLE WARNING PATTERN DETAIL

SCALE: N.T.S.

PROJECT:

SHEET DESCRIPTION:

SCALE: **AS NOTED**

DRAWN BY: **P.SEVERIN**

DESIGNED BY: **P.SEVERIN**

DATE: **01.10.22**

JOB NUMBER: **21040**

DWG NAME: **21040.CUP.CIV.DWG**

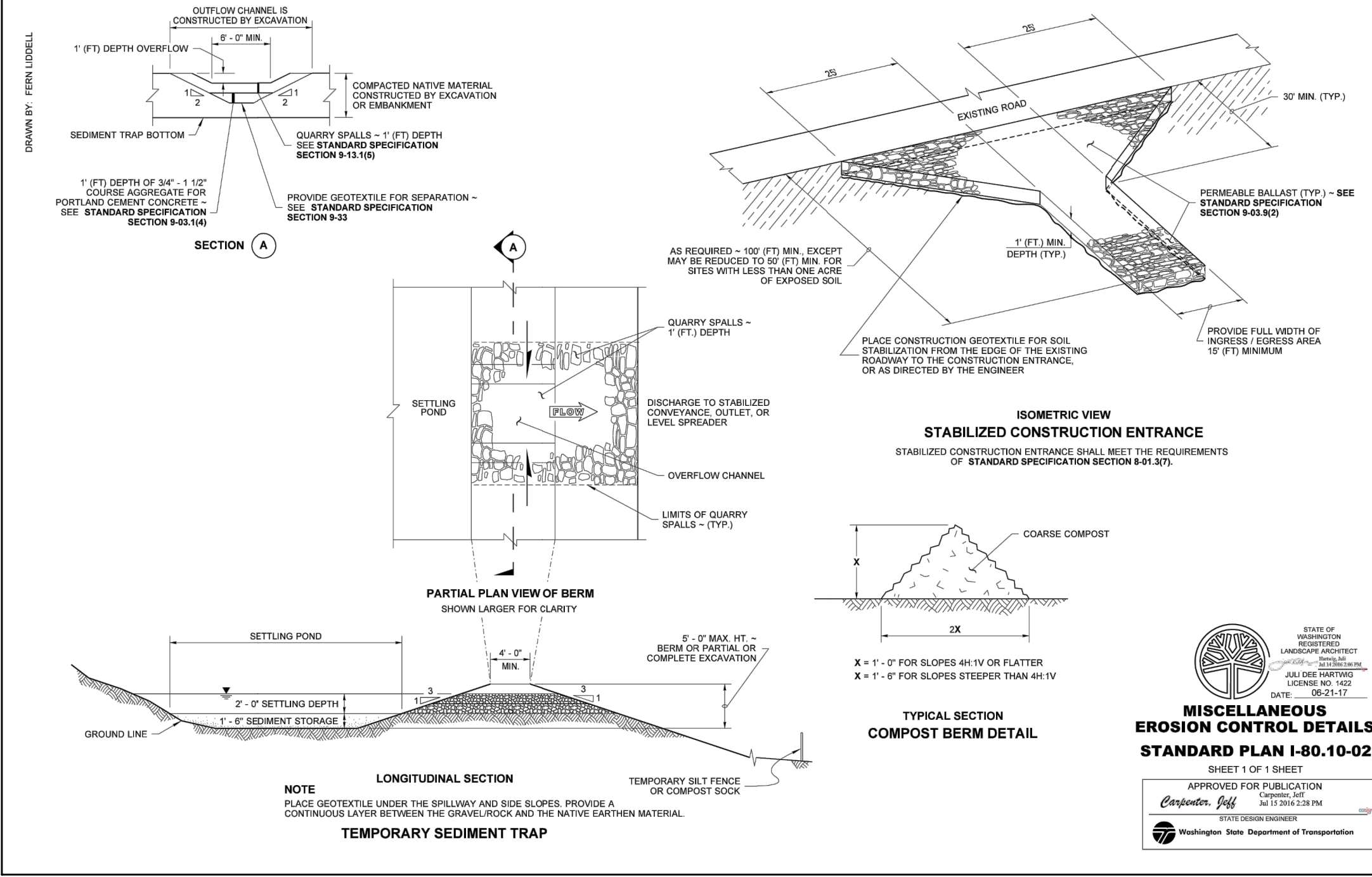
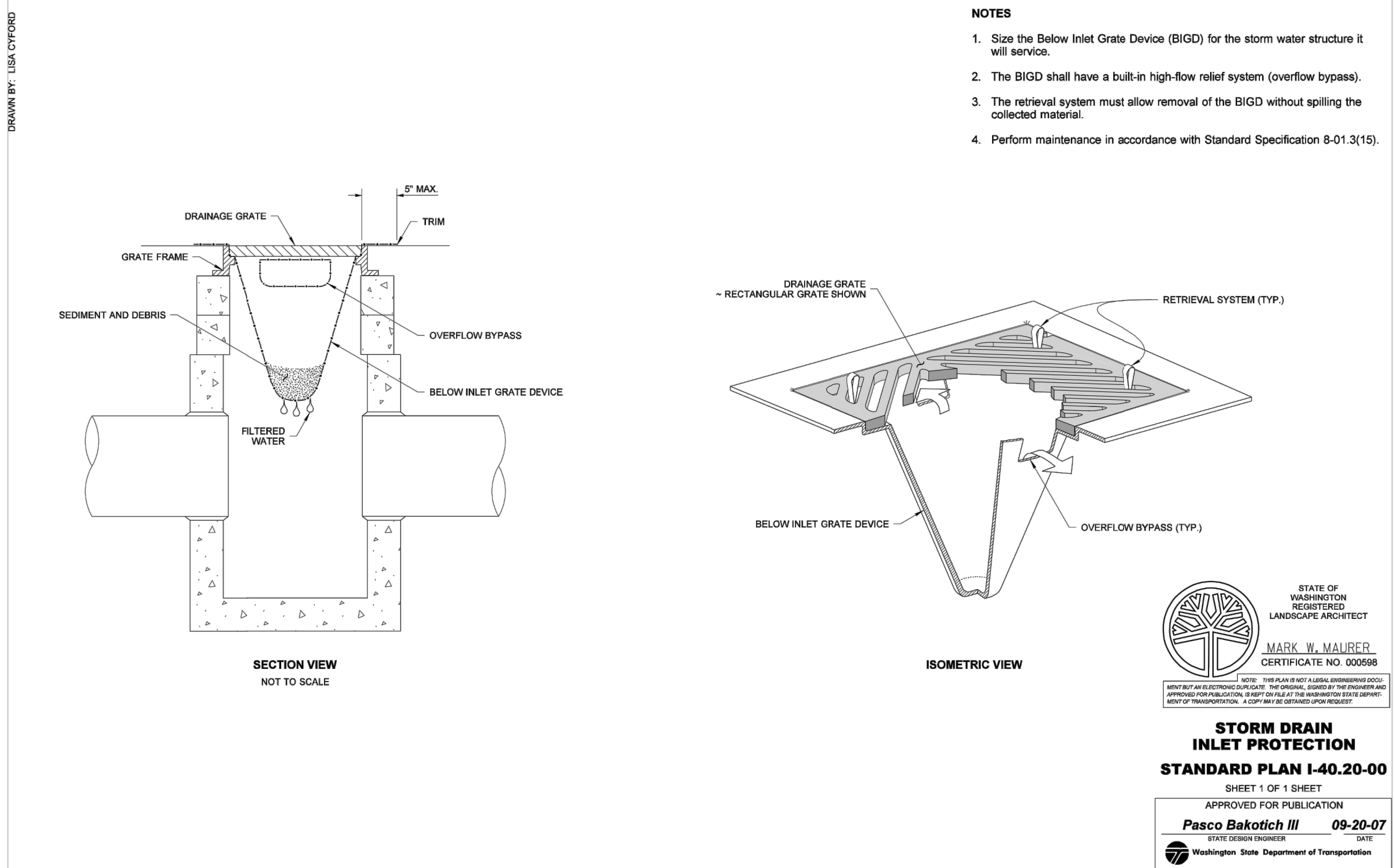
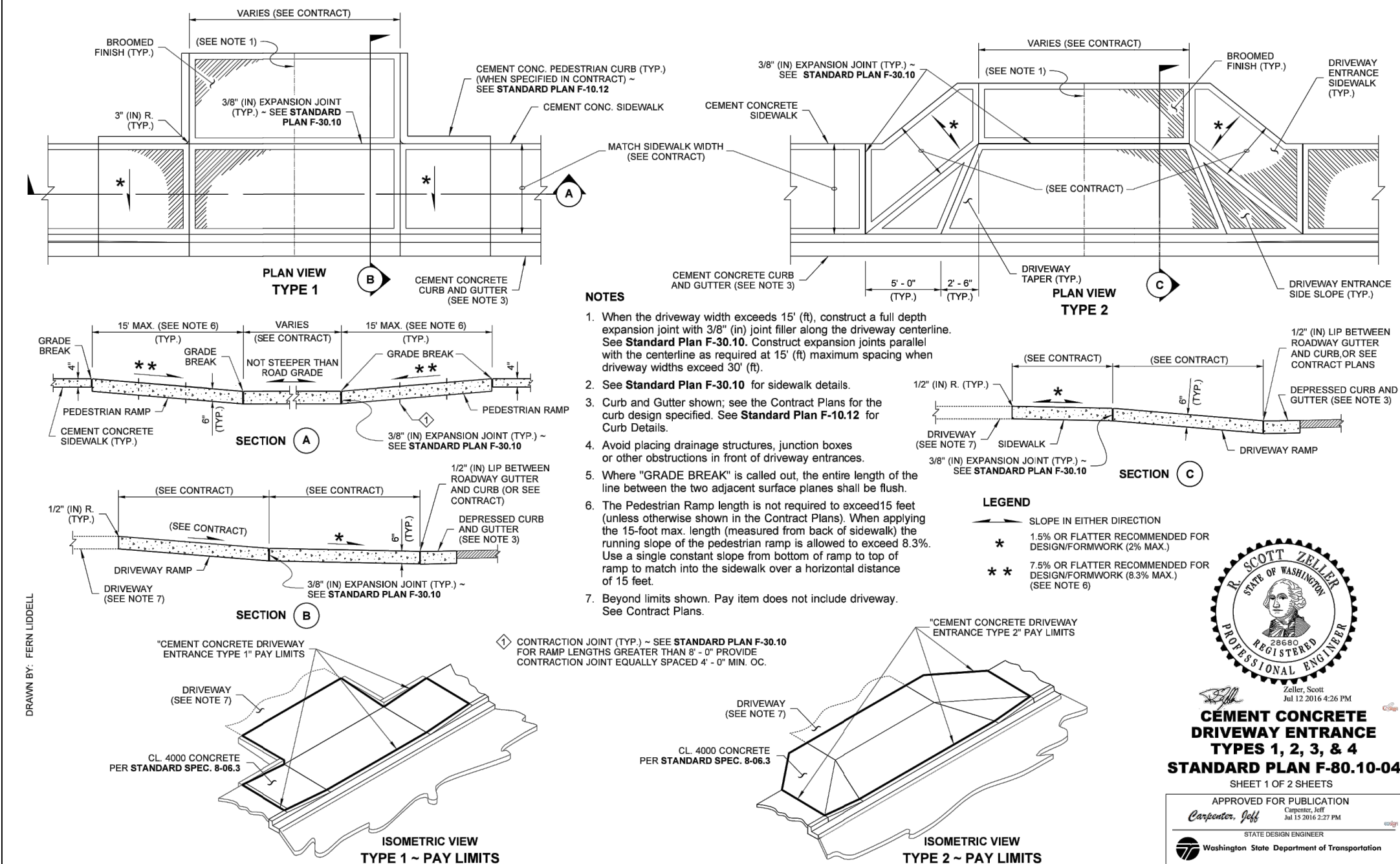
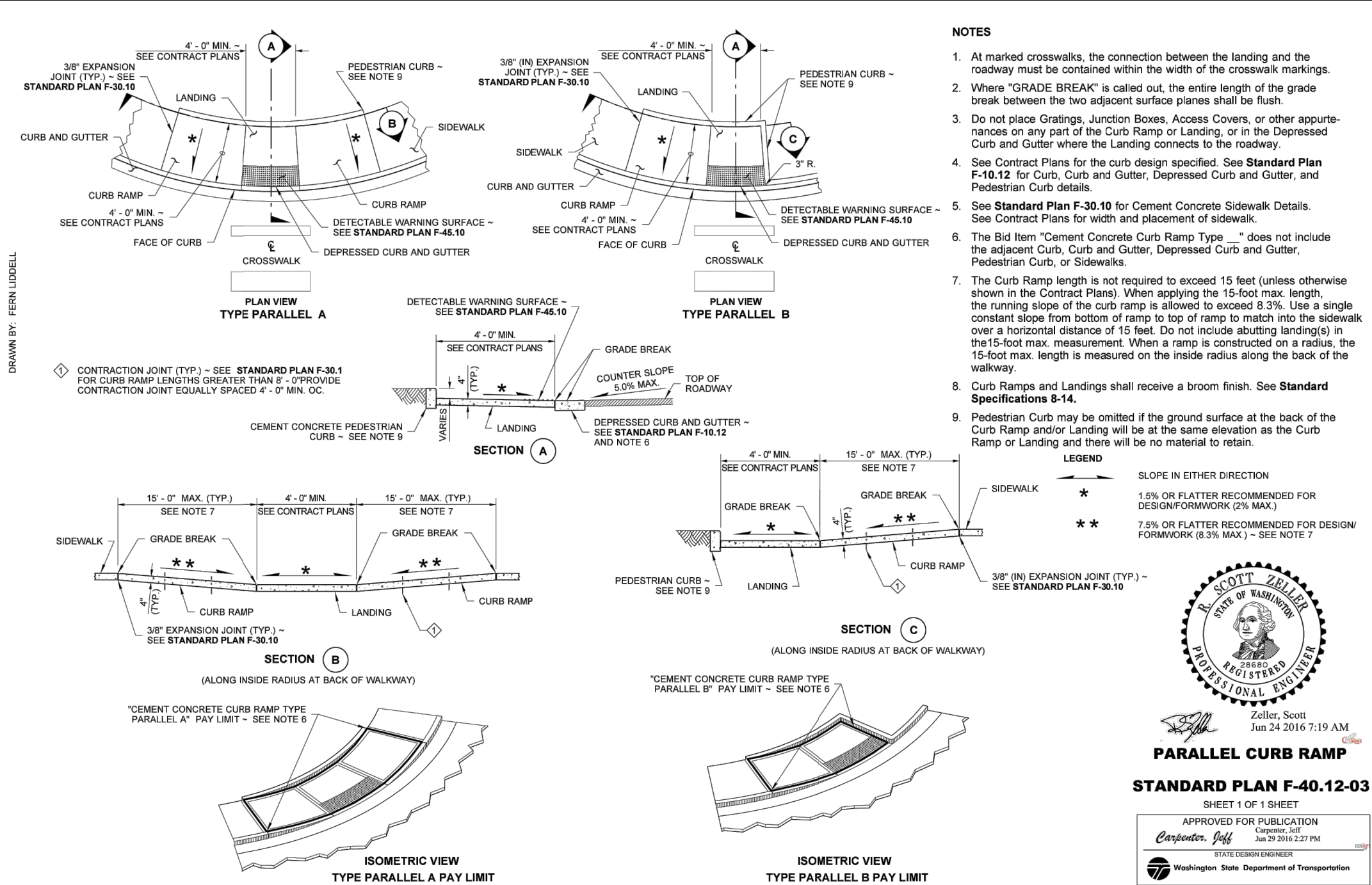
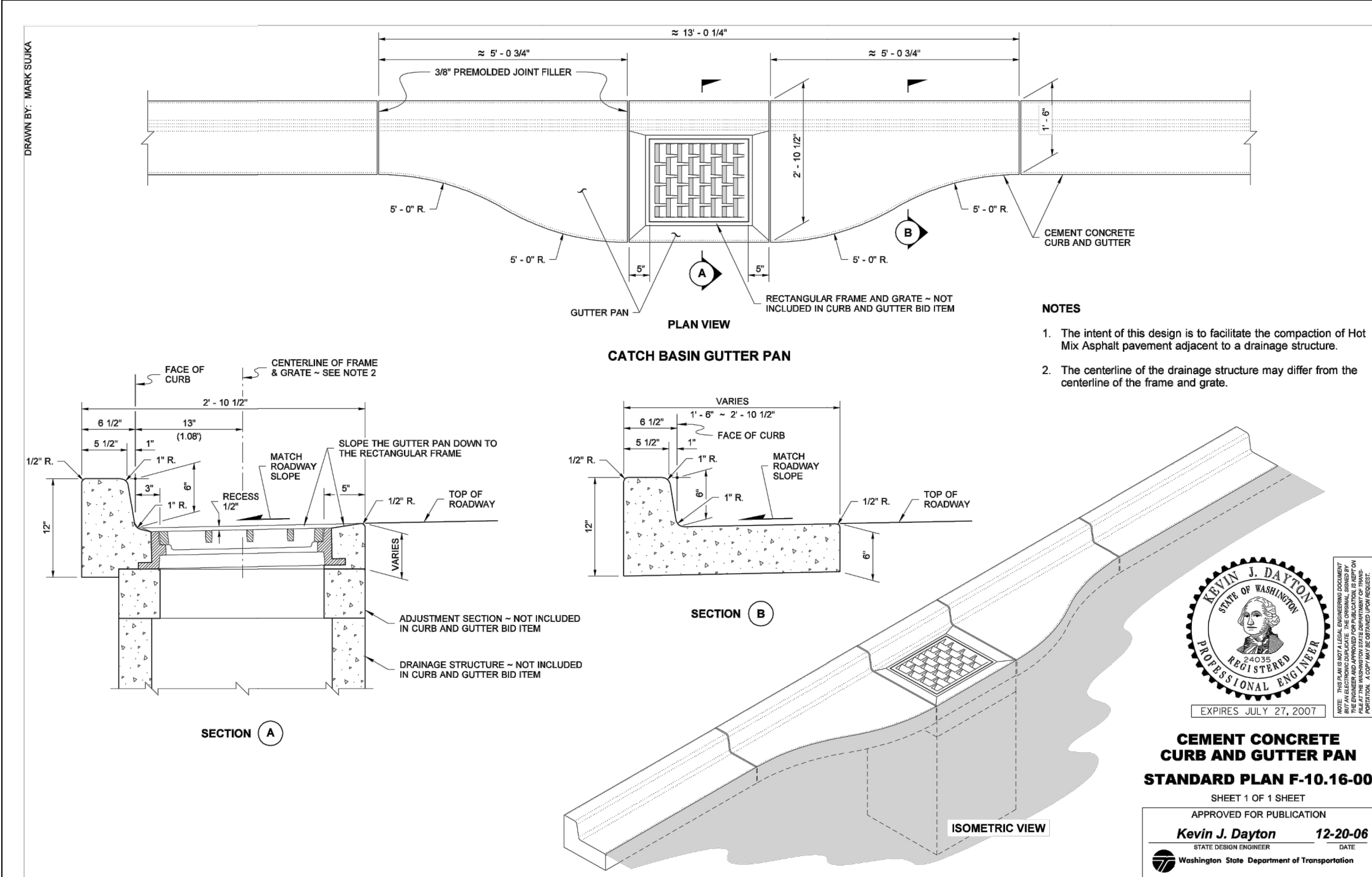
SHEET NUMBER:

7 OF 10

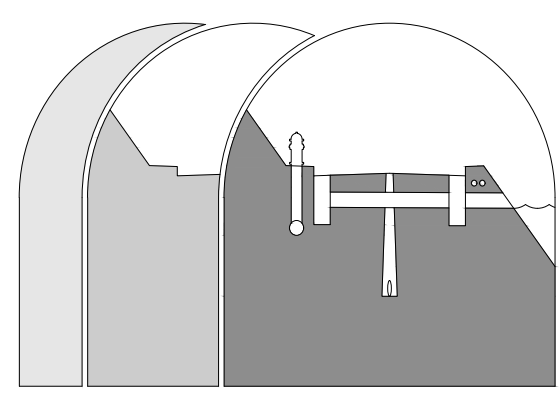
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Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
P.O. Box 1705 • 1111 Cleveland Avenue, Suite 202
Mount Vernon, WA 98273 Tel: 360-404-2010

NO.	DATE	DESCRIPTION	APPROVED
1	01.10.22	DWG SUBMITTAL	P. SEVERIN
1	01.10.22	CUP SUBMITTAL	P. SEVERIN

**CALL 48 HOURS
BEFORE YOU DIG
1.800.424.5555**

**SAMISH EARLY
LEARNING CENTER**

CARLETTI ARCHITECTS, PS

CONSTRUCTION DETAILS

PROJECT:

SHEET DESCRIPTION:

SCALE: **AS NOTED**

DRAWN BY: **P. SEVERIN**

DESIGNED BY: **P. SEVERIN**

DATE: **01.10.22**

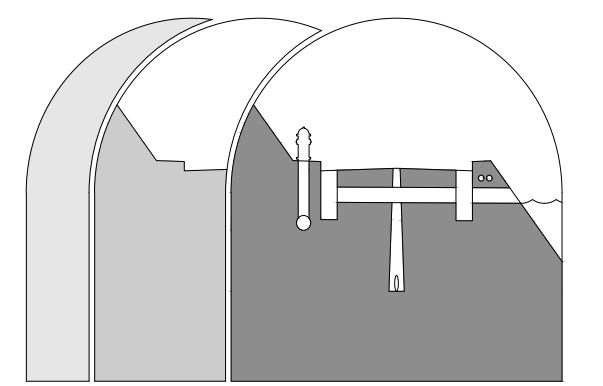
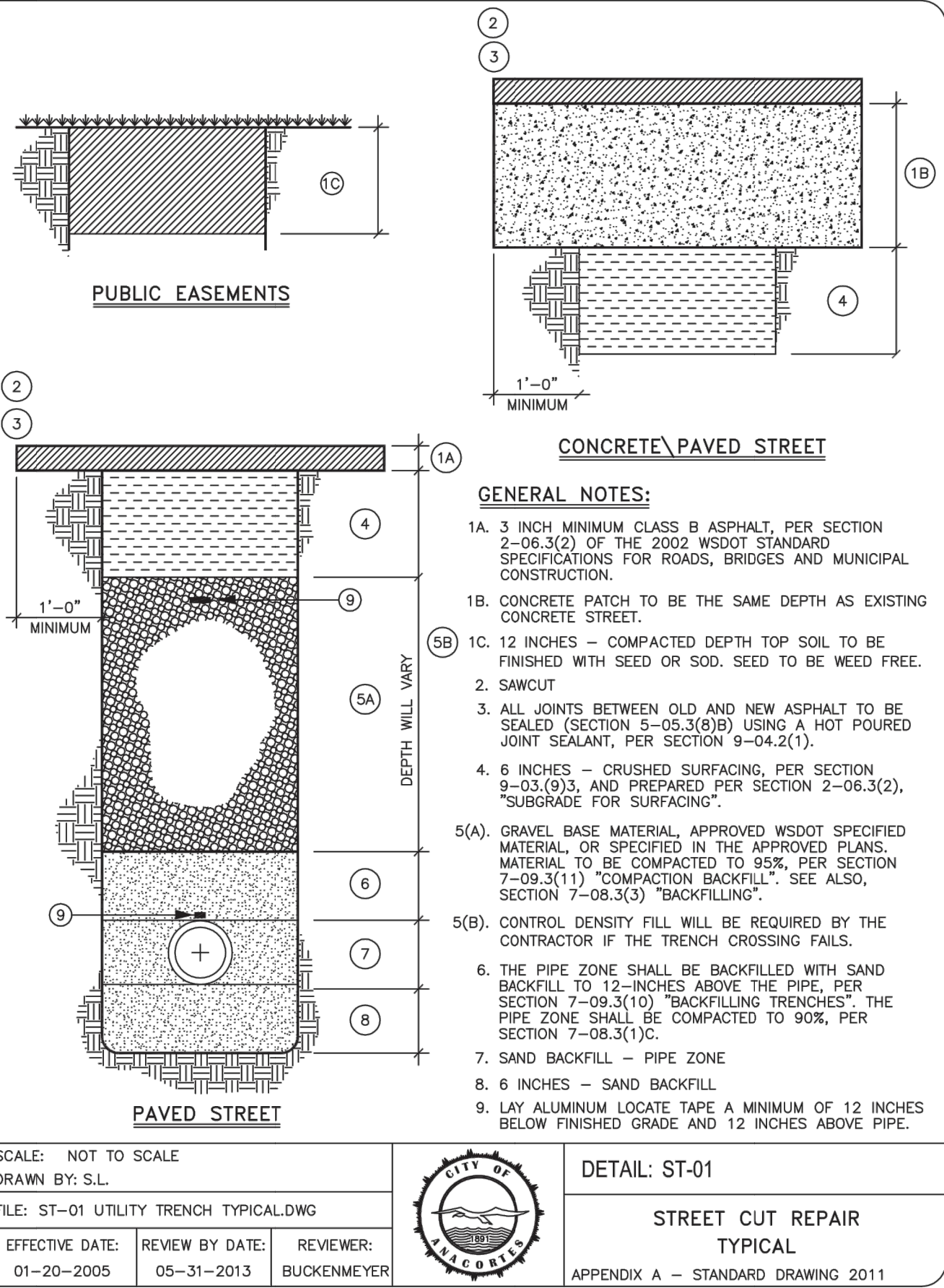
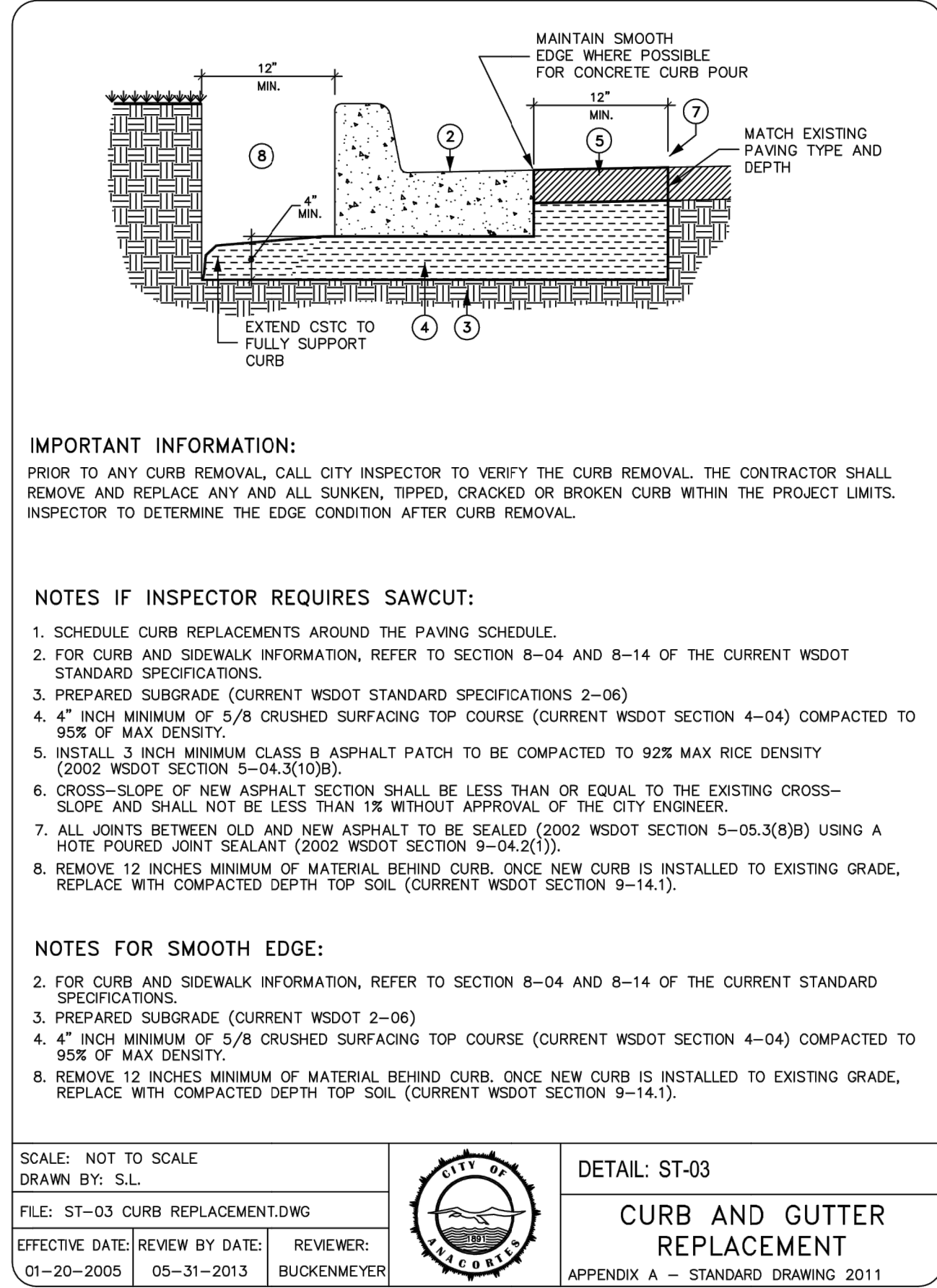
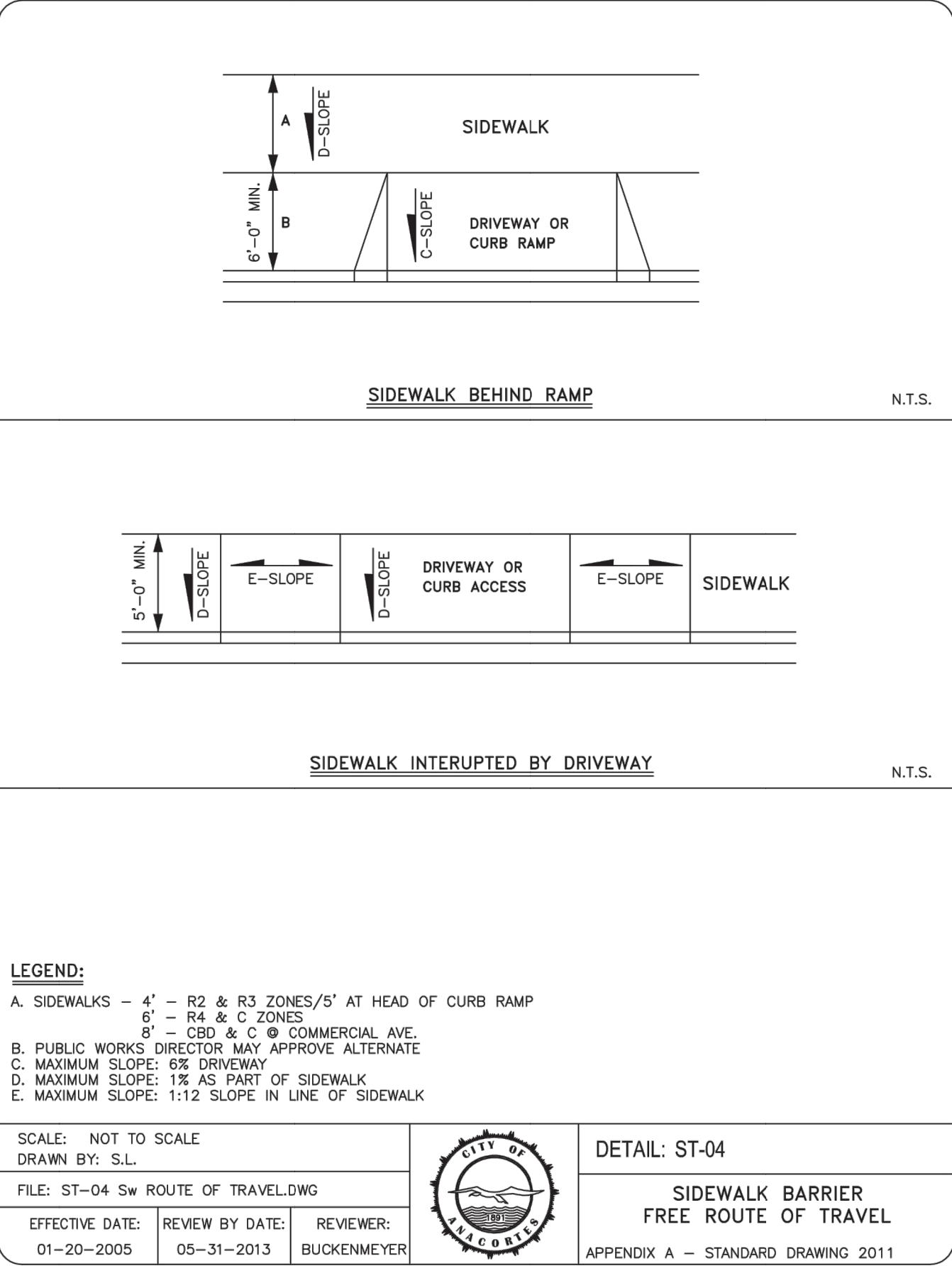
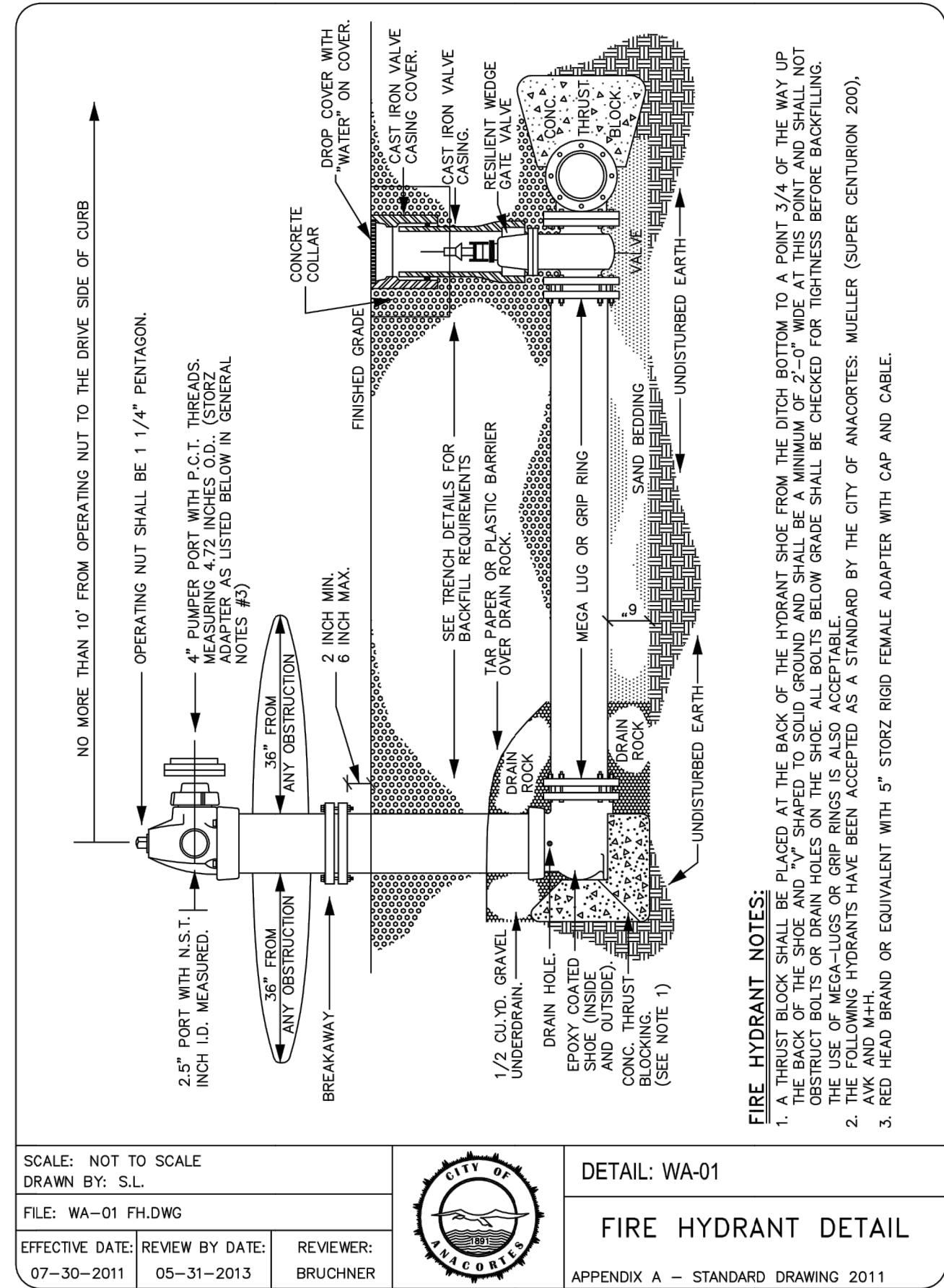
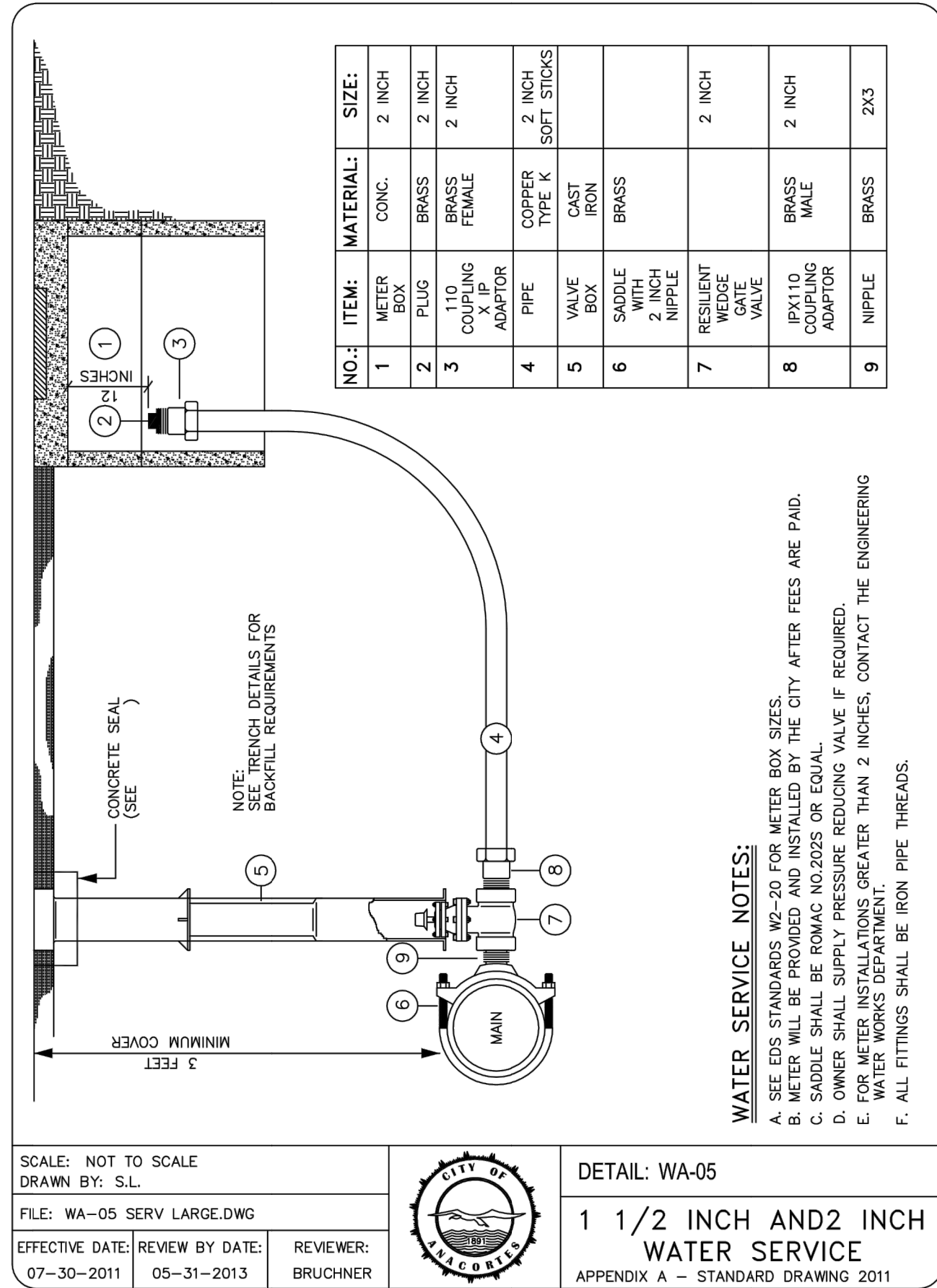
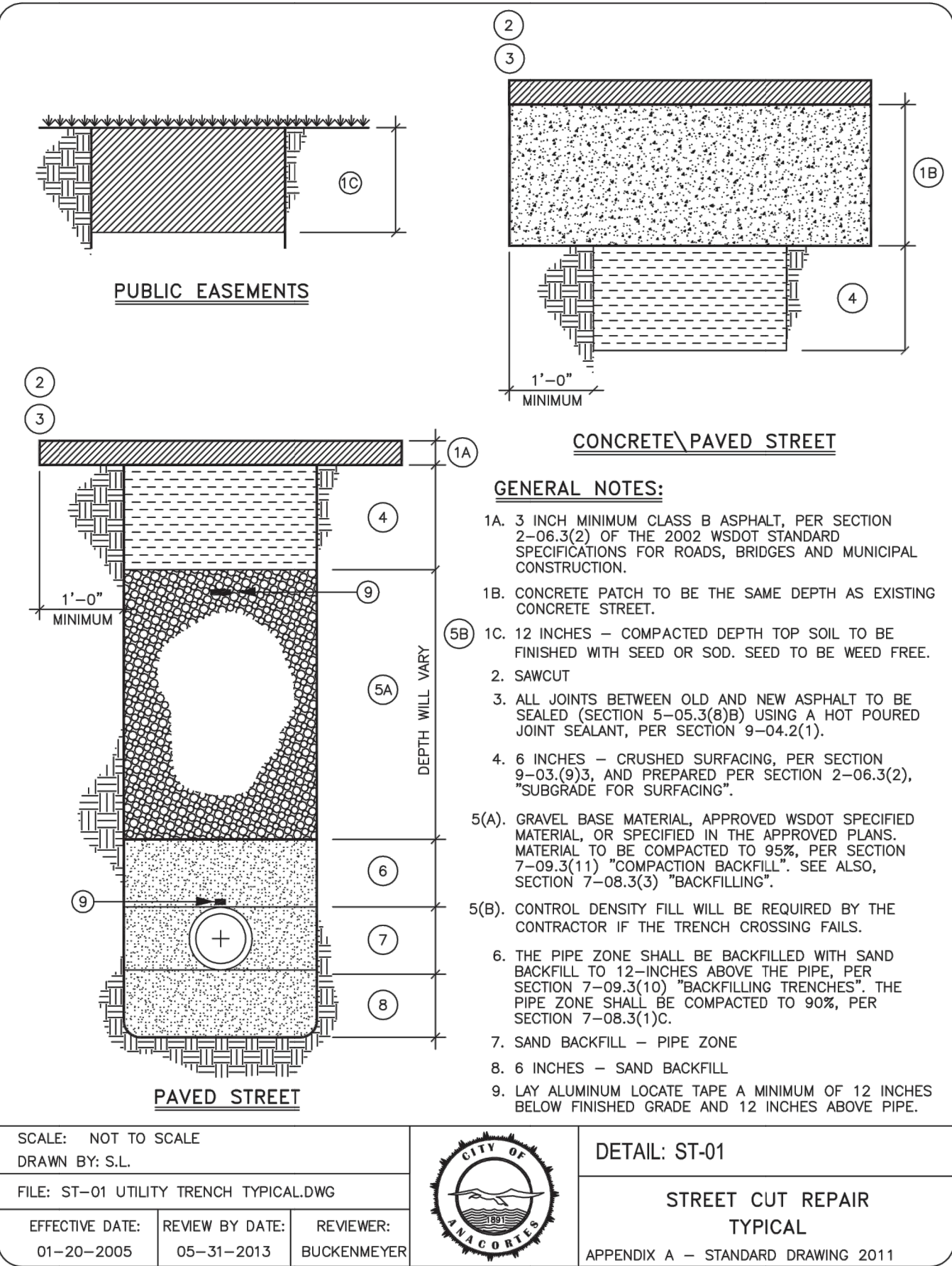
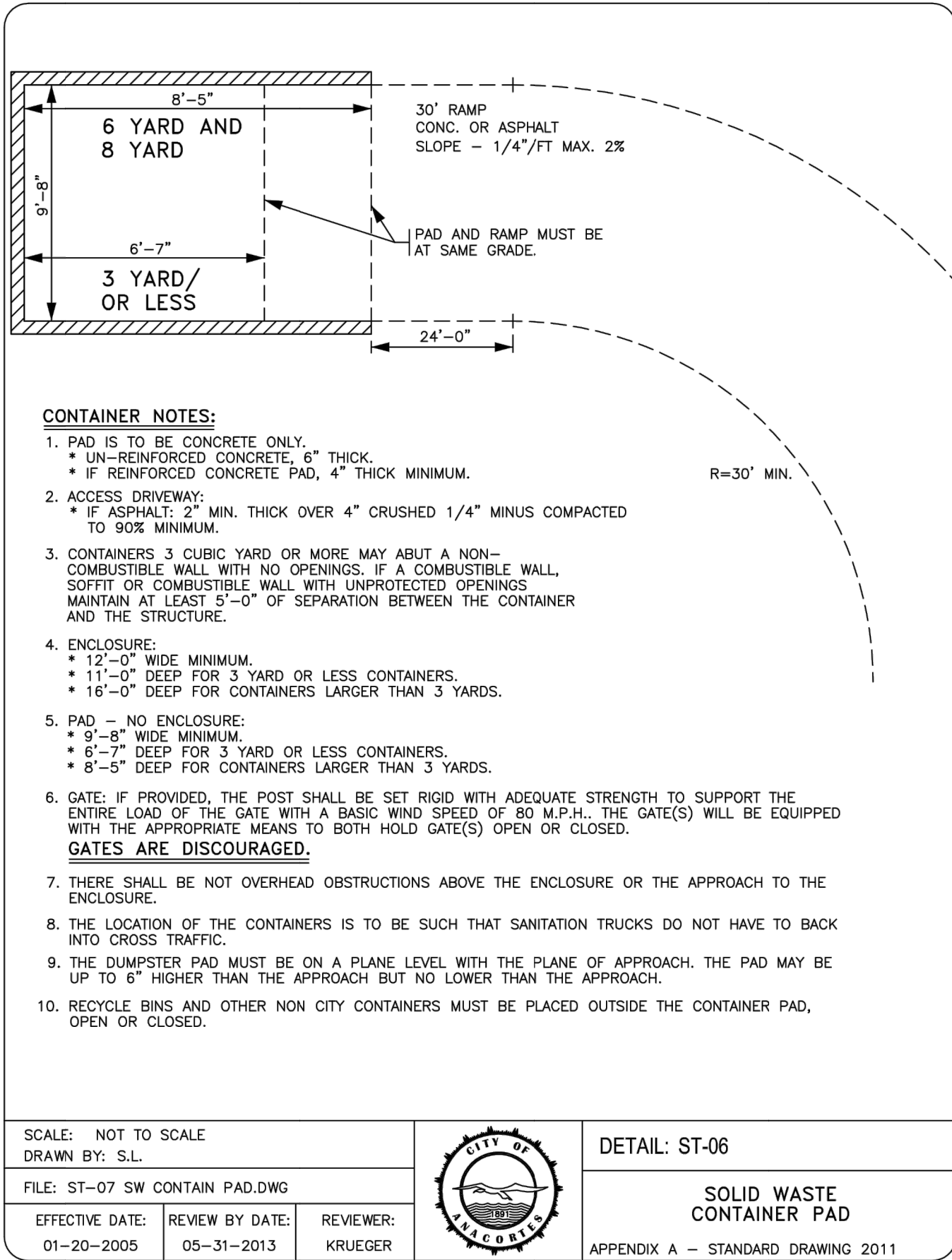
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SHEET NUMBER:

8 OF 10

THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE



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Mount Vernon, WA 98273 Tel: 360-404-2010

SHEET REVISIONS:		
NO.	DATE	DESCRIPTION
1	01.10.22	DWG SUBMITTAL
1	01.10.22	CUP SUBMITTAL

APPROVED		
P.SEVERIN		

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CONSTRUCTION DETAILS

PROJECT:

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DATE: **01.10.22**
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SHEET NUMBER:

GENERAL ANACORTES CONSTRUCTION NOTES PN-03

- WORK HOURS:
THE CITY OF ANACORTES ORDINANCE ALLOWS WORK FROM 7:00 A.M. TO 10:00 P.M. SEVEN DAYS A WEEK (COA ORD. #2316). SOMEONE IN CHARGE TO BE ON SITE AT ALL TIMES WHEN WORK IS IN PROGRESS. IF WORK IS DONE ON WEEKENDS, PLEASE INFORM THE PROJECT MANAGER SO THE CITY OF ANACORTES CAN HAVE AN INSPECTOR ON SITE. CONTRACTOR WILL BE BILLED FOR CITY OF ANACORTES OVERTIME.
2. CALL 48-HOURS BEFORE THE FOLLOWING:
FOR INSPECTION CONTACT 360.299.1951.
 - PRIOR TO WORK START-UP
 - PRIOR TO ANY UTILITY CONSTRUCTION IN THE RIGHT OF WAY.
 - PRIOR TO POURING CAST-IN-PLACE CONCRETE STRUCTURES.
 - PRIOR TO PLACING ANY CRUSHED ROCK ON ROADWAY SUB GRADE.
 - PRIOR TO PLACING CURB, GUTTERS AND SIDEWALKS.
 - PRIOR TO ASPHALT PAVING.
- MATERIALS AND WORKSMANSHIP:
 - ALL MATERIALS USED, MUST MEET WSDOT, APWA AND CITY OF ANACORTES SPECIFICATIONS.
 - ALL (ADD: WORK AND) MATERIALS THAT DOES (DELETE: DOES AND DO) NOT MEET THE ABOVE SPECIFICATIONS MUST BE REMOVED AS DIRECTED BY THE PROJECT INSPECTOR.
 - SUBGRADE COMPACTION TESTS: WILL BE DONE BEFORE ANY C.S.B.C IS PUT IN PLACE. ALL TRENCHES WILL BE TESTED FOR COMPACTION. THE MATERIAL TESTING LAB NEEDS 24-HOUR NOTICE. USE THE TESTING PROTOCOL PROVIDED BY THE CITY. ITEMS TO BE COMPACTION TESTED WILL INCLUDE THE PIPE BEDDING (SECTION 7-08.3(1)), BACKFILL (SECTION 7-08.3(3) AND SUB GRADE FOR SURFACING (SECTION 2-06.3(2)) AND ASPHALT (SECTION 5-04.3(10B)).
 - INSPECTION: ALL ASPECTS OF THIS PROJECT WILL BE INSPECTED INCLUDING PIPING, BACKFILL, SUB GRADE, CONCRETE AND ASPHALT, AS WELL AS FORMS, CURB, GUTTER AND SIDEWALK. IF A PORTION GETS BACKFILLED BEFORE INSPECTION, THE CONTRACTOR WILL DIG UP THAT PORTION FOR INSPECTION. 24-HOUR NOTICE REQUIRED. KNOW THE SCHEDULE AND LET THE CITY KNOW.
 - TESTING PROTOCOL: PRIOR TO CONSTRUCTION, A PROCTOR AND SIEVE ANALYSIS SHALL BE SUBMITTED, REVIEWED AND APPROVED BY THE CITY OF ANACORTES ON ALL MATERIAL USED IN THE RIGHT-OF-WAY. SEE THE CITY OF ANACORTES TESTING SCHEDULE.
 - ALL COMPACTION TEST SHALL BE APPROVED BY THE CITY OF ANACORTES ENGINEER AND PROJECT MANAGER PRIOR TO PLACING OF CRUSHED SURFACING, ASPHALT, CURB, GUTTER, SIDEWALK (INCLUDING TRENCH RESTORATION WHEN TEST MAY BE REQUIRED IN EACH LIFT).
 - CITY OF ANACORTES MAY REQUIRE ADDITIONAL TESTS ON SUB GRADE, TRENCHES, CONCRETE, OR ASPHALT. THE COSTS OF TESTING SHALL BE PAID FOR AS INDICATED IN THE CONTRACT DOCUMENTS.
 - TRAFFIC CONTROL AND PUBLIC SAFETY:
 - FLAGGING: ALL FLAGGERS MUST HAVE FLAGGING CERTIFICATES AND MUST HAVE ATTENDED A FLAGGING COURSE OR AN OFF DUTY OFFICE COURSE REQUIRED. THE JOB WILL BE SHUT DOWN IF ANY UNCERTIFIED PEOPLE ARE FLAGGING. A STOP WORK ORDER WILL BE GIVEN AND WORK WILL NOT PROCEED UNTIL A CERTIFIED PERSON IS FLAGGING.
 - SIGNAGE: ALL SIGNAGE MUST BE PER THE MANUAL UNIFORM TRAFFIC DEVICES. BEFORE JOB IS TO BEGIN, PROPER SIGNAGE WILL BE IN PLACE WITH FLAGGERS IN PLACE IF NEEDED. EXTRA SIGNAGE MAY BE NEEDED. BE READY TO RENT SIGNS IF NEEDED.
 - TRAFFIC CONTROL PLAN: NEEDS TO BE SUBMITTED AND APPROVED BY THE ASSISTANT CITY ENGINEER PRIOR TO CONSTRUCTION START. TRAFFIC CONTROL PLAN SHALL INCLUDE THE LOCATION OF SIGNAGE, FLAGGERS, WORK ZONE, SAFE ZONE, AND TRAFFIC FLOW AND NEEDED DIMENSIONS. NO DETOURS ALLOWED WITHOUT APPROVAL FROM THE ASSISTANT CITY ENGINEER.
 - FOR STREET CLOSURE: CALL 911.
 - CONSTRUCTION SAFETY: IS THE RESPONSIBILITY OF THE CONTRACTOR.
- ROADWAY EMBANKMENT AND SUBGRADE CONSTRUCTION:
 - CRUSHED SURFACING SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY. NO RECYCLED MATERIAL ALLOWED.
 - EMBANKMENT AND SUB GRADE MUST BE COMPACTED TO 95% OF MAXIMUM DENSITY.
 - PROPER MOISTURE MUST BE MAINTAINED THROUGHOUT PLACING AND COMPACTING.
 - COMPACTION TESTING TO BE PERFORMED BY AN INDEPENDENT LAB. USE A MODIFIED PROCTOR.
- TRENCHES IN DEVELOPED RIGHT-OF-WAY:
SEE CITY OF ANACORTES STANDARD CONSTRUCTION DETAILS AND SECTION 7 OF THE CURRENT WSDOT SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION.
 - PIPE ZONE SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY.
 - TRENCH ZONE SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY IN 12-INCH LIFTS.
 - CRUSHED SURFACING SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY. NO RECYCLED MATERIAL ALLOWED.
- DRAINAGE SYSTEM CONSTRUCTION:
 - ANY PERMANENT FLOW CONTROL FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE FACILITY IS TO FUNCTION AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE GRADED SO THAT THE BOTTOM AND SIDES ARE AT LEAST THREE (3) FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.
 - OVERFLOWS, SPILLWAYS, GRAVEL FILTER WINDOWS, MUST BE CONSTRUCTED PER PLANS AND SPECIFICATIONS. NO DEVIATIONS. AS-BUILT FOR VERIFICATION REQUIRED.
 - QUARRY ROCK MUST BE SOUND "HARD DURABLE ROCK. NO RECYCLED MATERIAL.
 - GRASS LINED SWALE SHALL BE CONSTRUCTED PER THE DETAILS PROVIDED. NO DEVIATION ALLOWED. ALL SWALES MUST BE OPERATIONAL BEFORE ACCEPTANCE.
 - CATCH BASINS MUST BE SET TO LINE GRADE USING NO MORE THAN TWO (2) ADJUSTMENT BRICKS.
 - MINIMUM 1-FOOT SEPARATION BETWEEN PIPES IN TYPE II CATCH BASINS.
- RESTORATION OF RIGHT-OF-WAY:
 - CONTRACTOR MUST LEAVE THE RIGHT-OF-WAY, EQUAL TO EXISTING OR BETTER CONDITION
 - PLACE COMPACTED TOPSOIL (SECTION 9-14.1(1)), (2) AND (3)) AND SEED ALL AREAS DISTURBED BY EXCAVATION. (SECTION 9-14.2).
 - ALL DRAINAGE SYSTEMS MUST BE FULLY CLEANED, RESTORED AND OPERATIONAL BEFORE FINAL ACCEPTANCE. (SECTION 7-07.3).
- FINAL INSPECTION AND ACCEPTANCE: SEE SECTION 1-05.11 AND SECTION 1-08.5
 - WHEN CONTRACTOR HAS COMPLETED ALL OF THE WORK ON THE APPROVED PLANS, THE CONTRACTOR WILL:
 - COMPLETE THE "FINAL INSPECTION GUIDELINES FOR CONTRACTORS INSPECTION FORM".
 - ONE THE COMPLETED "FINAL INSPECTION GUIDELINES FOR CONTRACTORS INSPECTION FORM" TO THE PM INSPECTOR AND REQUEST A SITE INSPECTION. ALL SITE INSPECTIONS ARE ON WEDNESDAYS BETWEEN 9 AM AND 12 PM.
 - THE PROJECT MANAGER, ENGINEER OF RECORD, INSPECTOR, CONTRACTOR AND OTHER CITY OF ANACORTES DEPARTMENTS WILL WALK THE SITE AND CREATE A PUNCH LIST. THE CONTRACTOR WILL COMPLETE THE PUNCH LIST AND CHECK OFF EACH ITEM. THEN RETURN IT TO THE INSPECTOR FOR RESPECTION. THE INSPECTOR WILL VERIFY THAT ITEMS ON WALK THROUGH ARE COMPLETED.
 - THE CITY WILL NOT MAKE THE FINAL INSPECTION UNTIL THE PHYSICAL WORK REQUIRED BY THE CONTRACT AND APPROVED PLANS, INCLUDING FINAL CLEANUP AND ALL WORK ORDERED BY THE PROJECT MANAGER, HAS BEEN COMPLETED. (SECTION 1-05.11)
 - FINAL APPROVAL OF THE PROJECT WILL NOT BE GRANTED UNTIL "AS BUILT" DRAWINGS (BOTH DIGITAL AND HARD COPY) HAVE BEEN RECEIVED AND APPROVED BY THE PROJECT MANAGER.
 - THE CONTRACTOR MUST FURNISH ALL DOCUMENTATION REQUIRED BY LAW, TO ALLOW THE CITY OF ANACORTES TO PROCESS FINAL ACCEPTANCE OF THE PROJECT.
- MISCELLANEOUS:
 - AS-BUILTS: THE DEVELOPER WILL SUPPLY TO THE CITY, ONE HARD COPY AND ONE ELECTRONIC FILE (AUTOCAD VERSION 2002) OF AS-BUILT DRAWINGS TO INCLUDE ALL CITY UTILITIES. THE AS-BUILT DRAWINGS WILL BE SUBMITTED TO THE PROJECT MANAGER AT SUBSTANTIAL COMPLETION FOR REVIEW AND APPROVAL PRIOR TO THE ISSUANCE OF FINAL PROJECT APPROVAL AND ACCEPTANCE.
 - UTILITY LOCATES NUMBER: 1.800.424.5555, REQUIRED BEFORE STARTING ANY GROUNDWORK.

CITY OF ANACORTES STORM DRAIN PLAN NOTES

- ALL WORK SHALL CONFORM TO THE CURRENT WSDOT SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION, CITY OF ANACORTES DRAINAGE CODES AND ORDINANCES AND THE CITY OF ANACORTES ENGINEERING AND DEVELOPMENT STANDARDS.
- ALL POLY-VINYL CHLORIDE PIPE (PVC) AND FITTINGS SHALL CONFORM TO AND MEET THE REQUIREMENTS OF THE LATEST ASTM SPECIFICATION D3034. PIPE AND FITTINGS SHALL MEET STANDARD DIMENSION RATION 35. PROVISIONS MUST BE MADE FOR CONTRACTION AND EXPANSION AT EACH JOINT WITH A RUBBER RING, SECURELY PLACED TO PREVENT DISPLACEMENT.
- ALL CONCRETE STORM PIPE SHALL BE RUBBER GASKETED, REINFORCED CONCRETE CULVERT PIPE CONFORMING TO SECTION 9-05.3(2) OF THE S&D APWA STANDARD SPECIFICATIONS.
- ALL CORRUGATED POLYETHYLENE PIPES (CPEP) SHALL BE SMOOTH INTERIOR AND MANUFACTURED FROM HIGH-DENSITY POLYETHYLENE RESIN, WHICH SHALL MEET OR EXCEED THE REQUIREMENTS OF TYPE III, CATEGORY 4 OR 5, GRADE P33 OR REQUIREMENTS OF AASHTO M249. ALL FITTINGS AND ACCESSORIES SHALL BE MANUFACTURED AND FURNISHED BY THE PIPE SUPPLIER.
- ALL 12 INCH THRU 36-INCH DIAMETER CORRUGATED POLYETHYLENE PIPE (CPE) FOR STORM SEWER AND CULVERTS SHALL COMPLY WITH THE REQUIREMENTS OF WSDOT/APWA SECTION 9-05.19 CORRUGATED POLYETHYLENE CULVERT PIPE. JOINTS SHALL BE SOIL-TIGHT. ALL 3-INCH THRU 10-INCH DIAMETER CORRUGATED POLYETHYLENE PIPE (CPE) SHALL COMPLY WITH ALL THE REQUIREMENTS OF AASHTO M252 AND BE MANUFACTURED WITH A SMOOTH INTEGRAL LINING THAT COMPLIES WITH ALL MATERIAL AND STIFFNESS REQUIREMENTS OF AASHTO M294. JOINTS SHALL BE SOIL TIGHT AS DEFINED IN SECTION 9-05.19.
- ALL FITTINGS SHALL BE OF LIKE MATERIAL AS THE PIPE FURNISHED BY THE PIPE SUPPLIER. ALL PIPES SHALL BE SUITABLE FOR USE AS A GRAVITY DRAIN CONDUIT.
- THE END OF ALL ROOF AND FOOTING DRAIN STUB OUTS SHALL BE MARKED STORM DRAIN ON A PVC PIPE.
- THE MARKER SHALL EXTEND A MINIMUM OF 36 INCHES ABOVE THE GROUND. THE PORTION ABOVE THE GROUND SHALL BE LABELED "STORM SEWER" WITH BLACK LETTERS. IT SHALL ALSO IDENTIFY THE INVERT OF THE STUB.
- CLEAN-OUTS SHALL HAVE CAST IRON CASES.
- ALL DRIVEWAY CULVERTS LOCATED WITHIN THE RIGHT-OF-WAY SHALL BE OF SUFFICIENT LENGTH TO PROVIDE A MINIMUM 3:1 SLOPE FROM THE EDGE OF THE DRIVEWAY TO THE BOTTOM OF THE DITCH.
- FOOTING DRAINS, ROOF DOWN SPOUTS AND CURTAIN DRAINS ARE TO BE CONNECTED TO THE STORM DRAINAGE SYSTEM OR SWALES AS SHOWN ON THE CONSTRUCTION PLANS.
- MINIMUM SLOPE ON ROOF AND FOUNDATION DRAIN STUBS SHALL BE 0.5% AND HAVE A MINIMUM OF 1 FOOT OF COVER. ROOF DRAINS AND FOUNDATION DRAINPIPES SHALL BE CONSTRUCTED OF PVC ASTM D3034 SDR 35, AND ASTM F679.
- DRAINAGE OUTLETS (STUB OUTS) SHALL BE PROVIDED FOR EACH INDIVIDUAL LOT. STUB-OUTS SHALL CONFORM TO THE FOLLOWING:
 - EACH OUTLET SHALL BE SUITABLY LOCATED AT THE LOWEST ELEVATION ON THE LOT, SO AS TO SERVICE ALL FUTURE ROOF DOWNSPOUTS, FOOTING DRAINS, DRIVEWAYS, YARD DRAINS, AND ANY OTHER SURFACE OR SUBSURFACE DRAINS NECESSARY TO RENDER LOTS SUITABLE FOR THEIR INTENDED USE. EACH OUTLET SHALL HAVE FREE-FLOWING, POSITIVE DRAINAGE TO AN APPROVED STORM WATER CONVEYANCE SYSTEM OR TO AN UNAPPROVED OUTLET LOCATION.
 - OUTLETS ON EACH LOT SHALL BE LOCATED WITH A SECTION OF PIPE MARKED "STORM" ON THE END OF THE PIPE AND SHALL EXTEND 36 INCHES ABOVE THE GROUND.
 - DRAINAGE EASEMENTS ARE REQUIRED FOR DRAINAGE SYSTEMS DESIGNED TO CONVEY FLOWS THROUGH INDIVIDUAL LOTS.
 - THE ENGINEER/CONTRACTOR IS RESPONSIBLE FOR COORDINATING THE LOCATIONS OF ALL STUB OUT CONVEYANCE LINES WITH RESPECT TO UTILITIES (E.G., POWER, GAS, TELEPHONE, CABLE, ETC.).
 - ALL INDIVIDUAL STUB OUTS SHALL BE PRIVATELY OWNED AND MAINTAINED BY THE LOT OWNER.
- CATCH BASINS AT THE CURB LINE SHALL BE RECESSED 0.1 FEET.
- ALL STORM DRAINAGE STRUCTURES, SUCH AS CATCH BASINS AND MANHOLES, NOT LOCATED WITHIN A TRAVELED, PAVED ROADWAY OR CONCRETES SIDEWALK, SHALL HAVE LOOKING LIDS. ALL DRAINAGE STRUCTURES ASSOCIATED WITH A PERMANENT DETENTION FACILITY SHALL HAVE LOOKING LIDS. ALL DRAINAGE STRUCTURES LOCATED WITHIN A BIKE OR WALKING PATH SHALL HAVE LOOKING LIDS.
- ALL CATCH BASINS GRATES SHALL INCLUDE THE STAMPING "OUTFALL TO STREAM, DUMP NO POLLUTANTS."
- CATCH BASINS SHALL CONFORM TO TYPE I, TYPE II, OR THE INLET TYPE AS DEFINED IN S&D APWA STANDARDS SPECIFICATIONS AND STANDARD PLANS WITH FLAT TOP FRAME AND GRATE.
- CATCH BASINS MUST BE SET TO LINE GRADE USING NO MORE THAN TWO (2) ADJUSTMENT RINGS.
- THE CAST IRON FRAME MAY BE PLACED FLANGE DOWN ON ADJUSTMENT BLOCKS IN LIEU OF PRECAST COLLAR. THE INSTALLATION OF CATCH BASINS SHALL INCLUDE FINAL ADJUSTMENT AS MAY BE REQUIRED TO FINISH GRADE. INSTALLATION WITHIN THE PAVED ROADWAY SHALL BE PER THE CITY OF ANACORTES TYPE I CATCH BASIN WITH 18-INCH BARRIER CURB DETAIL UNLESS SPECIFIED AS A THRU-CURB INLET.
- CAST IRON FRAME FOR TYPE I CATCH BASIN SHALL ACCOMMODATE A 20-INCH X 24-INCH GRATE.
- A LOW-PRESSURE AIR TEST AT 5 PSI FOR 15 MINUTES FOR SEWER MAINS IS REQUIRED. THE CITY OF ANACORTES MAINTENANCE CAMERA CREW WILL VIDEO SANITARY SEWER AND STORM SEWER MAINS. CALL 360.293.1921 TO SCHEDULE APPOINTMENT. 48-HOUR NOTICE REQUIRED. (SECTION 7-17.3(2H))
- THE CONTRACTOR SHALL BE REQUIRED TO PLACE METALLIC TAPE OVER ALL NON-METALLIC THE METALLIC TAPE SHALL BE A MINIMUM OF 2 INCHES IN WIDTH AND PLACED CONTINUOUSLY THE ENTIRE LENGTH OF THE STORM DRAIN TRENCH.
- ALL TRENCHES FOR STORM DRAINS SHALL BE IN ACCORDANCE WITH THE SECTION 7 OF THE CURRENT WSDOT SPECIFICATIONS FOR ROADS, BRIDGES AND MUNICIPAL CONSTRUCTION.
- ANY PERMANENT FLOW CONTROL FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE FACILITY IS TO FUNCTION AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE GRADED SO THAT THE BOTTOM AND SIDES ARE A LEAST THREE (3) FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.
- OVERFLOW, SPILLWAYS, GRAVEL FILTER WINDOWS MUST BE CONSTRUCTED PER PLANS AND SPECIFICATIONS. NO DEVIATIONS. AS-BUILT FOR VERIFICATION REQUIRED.
- QUARRY ROCK MUST BE SOUND "HARD DURABLE ROCK. NO RECYCLED MATERIAL.
- GRASS LINED SWALE SHALL BE CONSTRUCTED PER THE DETAILS PROVIDED. NO DEVIATIONS ALLOWED. ALL SWALES MUST BE OPERATIONAL BEFORE ACCEPTANCE.
- MINIMUM 1-FOOT SEPARATION BETWEEN PIPES IN TYPE II CATCH BASINS.

CITY OF ANACORTES CURB/GUTTER & SIDEWALK WORKMANSHIP/ AESTHETICS

- CURB/GUTTER AND SIDEWALK CONSTRUCTION SHALL FOLLOW A TRUE AND UNIFORM HORIZONTAL AND VERTICAL ALIGNMENT.
- THE VERTICAL AND HORIZONTAL SURFACE SHALL BE A SMOOTH BROOM FINISH WITH NO DETECTABLE FINISHING BLEMISHES, UNUNDULATIONS, RIPPLES, SWELLS, WAVES, RUTS, FURROWS, GRAFFITI OR OTHER OBJECTIONABLE MARKS. THE END RESULT SHALL BE A NEAT AND PROFESSIONALLY FINISHED APPEARANCE.
- THE EDGE FINISH ADJACENT TO THE EXPANSION JOINT MATERIAL SHALL BE CLEAN AND FREE OF EXCESS SLURRY. THE EXPANSION JOINT MATERIAL SHALL BE TRIMMED TO A LEVEL EVEN WITH THE ADJACENT CONCRETE RESULTING IN A NEAT AND PROFESSIONALLY FINISHED APPEARANCE.
- THE CITY ENGINEER IN HIS SOLE DISCRETION RESERVES THE AUTHORITY TO ORDER THE REMOVAL OF SECTIONS OF CURB/GUTTER AND SIDEWALK THAT DO NOT MEET THE WORKMANSHIP AND AESTHETIC STANDARDS OF THE CITY OF ANACORTES.
- SECTIONS OF NEWLY CONSTRUCTED CURB/GUTTER AND SIDEWALK THAT EXHIBIT CRACKING FOLLOWING THE CURING, SHALL BE SUBJECT TO REMOVAL AND REPLACEMENT.
 - CRACKING RESULTING FROM SUB-BASE FAILURES DURING CURE OR CONTRACTION DAMAGE SHALL BE IMMEDIATELY REMOVED AND REPLACED TO THE NEAREST EXPANSION JOINT.
 - MINOR HAIR LINE STRESS CRACKS MAY, AT THE DISCRETION OF THE PROJECT MANAGER, BE MONITORED AND RE-EVALUATED FOR POSSIBLE REMOVAL AT THE END OF THE MAINTENANCE PERIOD.

GENERAL CONSTRUCTION NOTES

- ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE 2022 STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION AS PREPARED BY WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AND THE AMERICAN PUBLIC WORKS ASSOCIATION (WSDOT/APWA), HEREIN REFERRED TO AS THE "STANDARD SPECIFICATIONS". REFERENCES WILL BE MADE TO THE STANDARD SPECIFICATIONS, MANUAL AND THE STANDARD PLANS BOOK.
- EXISTING UTILITIES HAVE BEEN TAKEN FROM AVAILABLE FIELD AND OFFICE RECORDS. THE CONTRACTOR IS RESPONSIBLE FOR UTILIZING THE ONE-CALL UTILITY LOCATE SERVICE, 1-800-424-5555, A MINIMUM OF TWO WORKING DAYS PRIOR TO ANY CONSTRUCTION. DAMAGES TO THE EXISTING UTILITIES RESULTING FROM THIS CONSTRUCTION SHALL BE REPAIRED BY AND AT THE CONTRACTOR'S EXPENSE. THE CONTRACTOR SHALL VERIFY ANY POTENTIAL UTILITY CONFLICTS PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL MAKE DAILY EFFORTS TO KEEP THE SITE IN A NEAT AND ORDERLY CONDITION TO THE SATISFACTION OF THE OWNER, ENGINEER, AND THE S&D COUNTY ENGINEERING DEPARTMENT. IF CONSTRUCTION OCCURS DURING RAINY WEATHER CONDITIONS, THEREBY CAUSING DEBRIS TO BE TRACKED ONTO THE EXISTING ASPHALT, THE CONTRACTOR SHALL CONSTRUCT A QUARRY SPALL ROADWAY 20-FEET WIDE BY 100-FEET LONG MINIMUM. THE CONTRACTOR IS RESPONSIBLE FOR DAMAGES TO EXISTING IMPROVEMENTS RESULTING FROM THIS CONSTRUCTION.
- DURING ALL PHASES OF CONSTRUCTION, THE CONTRACTOR SHALL SWEEP AND REMOVE ALL DEBRIS TRACKED ONTO THE EXISTING ROADS. FAILURE TO KEEP ROAD FREE FROM DEBRIS OFF EXISTING ROADWAY MAY BE STOPPED. THE CONTRACTOR SHALL ALSO WARE THE SITE (IF REQUIRED) TO REDUCE CONSTRUCTION DUST.
- AT ALL TIMES, TRAFFIC LANES SHALL BE MAINTAINED ON EXISTING ROADS. TEMPORARY AND PARTIAL ROAD CLOSURE SHALL BE APPROVED BY THE S&D COUNTY ENGINEERING, FIRE, AND POLICE DEPARTMENTS PRIOR TO CONSTRUCTION. DURING CONSTRUCTION WITHIN THE RIGHT-OF-WAYS, THE CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIALS, AND EQUIPMENT FOR TRAFFIC CONTROL AND CONSTRUCTION WARNING/CONTROL SIGNS.
- THE CONTRACTOR SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS CONCERNING DISPOSAL OF MATERIALS. ALL ASPHALT, CONCRETE, BRICK, AND STRUCTURES REMOVED FROM THIS SITE SHALL BE DISPOSED OF IN AN APPROVED SITE OBTAINED BY THE CONTRACTOR.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND APPLYING FOR ALL PERMITS ASSOCIATED WITH THIS CONSTRUCTION, NOT OBTAINED BY THE OWNER AND/OR ENGINEER.
- THE ENGINEER SHALL BE IMMEDIATELY NOTIFIED PRIOR TO CONSTRUCTION IF ANY DISCREPANCY IN PLANS AND EXISTING CONDITIONS IS DISCOVERED.
- THE CONTRACTOR SHALL STOCKPILE CLEAN, NATIVE TOPSOIL MATERIALS, FREE OF SOD AND DEBRIS LARGER THAN TWO INCHES, TO BE USED AS FILL IN THE PROPOSED LANDSCAPE AREAS. THE CONTRACTOR SHALL STOCKPILE EXCESS NATIVE MATERIAL ON THE SITE AS DIRECTED BY THE OWNER. EXCESS AND UNSUITABLE NATIVE MATERIAL SHALL BE DISPOSED OF BY THE CONTRACTOR AT AN APPROVED DUMPSTE SITE RETAINED BY THE CONTRACTOR. DEBRIS AND STRUCTURES SHALL BE REMOVED FROM SITE AND DISPOSED AT AN APPROVED DISPOSAL SITE RETAINED BY THE CONTRACTOR.
- ALL PORTIONS OF THE SITE UNDER THE PROPOSED ASPHALT SHALL BE EXCAVATED TO EXPOSE A NON-ORGANIC MATERIAL SUITABLE FOR CONSTRUCTION. THE SUBGRADE SHALL BE PREPARED CONFORMING TO SECTION 2-06.3(1), AND COMPACTED TO A MINIMUM OF 95% MAXIMUM DENSITY WITH A MINIMUM TEN-TON SELF-PROPELLED VIBRATORY ROLLER. ANY AREAS THAT INDICATE PUMPING, UNSTABLE, OR YIELDING SOIL CONDITIONS SHALL BE OVER EXCAVATED AND REPLACED WITH TWO INCH TO FOUR-INCH QUARRY SPALLS. STOCKPILED MATERIAL SHALL BE PROTECTED FROM OVER-SATURATION BY RAINFALL OR PONDING WATER. FINAL GRADED CONDITIONS SHALL BE RAKED TO REMOVE ALL DEBRIS LARGER THAN ONE-INCH FROM THE SURFACE.
- ORGANIC MATERIAL AND NON SUITABLE NATIVE MATERIAL DISCOVERED DURING SUBGRADE EXCAVATION AND SITE PREPARATION SHALL BE ENTIRELY REMOVED AND DISPOSED OF BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE.
- DURING PERIODS OF RAINFALL, THE CONTRACTOR SHALL PREVENT WATER FROM STANDING ON THE SUBGRADE OR ON THE PREPARED GRAVEL. THE CONTRACTOR IS RESPONSIBLE FOR SUBGRADE PROTECTION, REPAIR AND REPLACEMENT OF SUBGRADE MATERIALS SHALL BE PAID FOR BY AND AT THE CONTRACTOR'S EXPENSE. STORM RUNOFF SHALL BE DISCHARGED TO THE STORM SYSTEM OR ON SITE LOCATION THAT WILL NOT IMPACT THE NEIGHBORING PROPERTIES. THIS PROJECT, DOWNSTREAM CONVEYANCE SYSTEM. THE CONTRACTOR IS REQUIRED TO PROVIDE TEMPORARY DITCHING AND PUMPS TO REMOVE ALL STANDING WATER FROM THE WORK AREA.
- AGGREGATE FOR GRAVEL BASE SHALL COMPLY WITH SECTION 9-03.14 OF THE 2022 STANDARD SPECIFICATIONS. GRAVEL BASE SHALL CONSIST OF WELL GRADED SAND AND GRAVEL CONFORMING TO THE REQUIRED SPECIFICATIONS. THE PERCENT PASSING THE US NO. 200 SIEVE SHALL NOT EXCEED 5%. ALL GRAVEL BASE IMPORTED TO THE SITE SHALL HAVE A CONSISTENT GRADATION. PRIOR TO IMPORTING ANY GRAVEL BASE MATERIAL, THE CONTRACTOR SHALL PROVIDE GRADATION AND TEST RESULTS TO THE ENGINEER FOR APPROVAL. GRADATION AND PROCTOR TEST RESULTS SHALL BE SUPPLIED BY THE CONTRACTOR PER 2000 TONS OF IMPORTED MATERIAL. THE CONTRACTOR SHALL RETAIN LICENSED PERSONNEL TO PERFORM COMPACTION TESTS FOR THE FOLLOWING:
 - TOP OF PREPARED GRAVEL BASE WITHIN THE PARKING LOT AND ROAD SECTION ON A 50-FOOT GRID/INTERVAL FOR GRAVEL FILLS GREATER THAN TWO FEET.
 - ONE TEST ADJACENT TO ALL STRUCTURES WITHIN THE ASPHALT.
 - TRENCHES WITH THREE FEET OR LESS OF GRAVEL TRENCH BACKFILL: TOP CENTER OF UTILITY TRENCH AT 50- FEET INTERVALS.
 - TRENCHES WITH MORE THAN THREE FEET OF GRAVEL TRENCH BACKFILL: TOP CENTER OF UTILITY TRENCH AND MID-DEPTH OF TRENCH, BOTH AT 50- FEET INTERVALS. ALL TEST RESULTS SHALL MEET OR EXCEED THE SPECIFICATIONS. ALL AREAS THAT DO NOT MEET THE REQUIRED SPECIFICATIONS SHALL BE RE-COMPACTED AND RETESTED AT NO ADDITIONAL COST TO THE OWNER.
- CRUSHED SURFACING TOP COURSE SHALL CONFORM TO SECTION 9-03.9(3) OF THE 2022 STANDARD SPECIFICATIONS. EACH LIFT SHALL BE MECHANICALLY COMPACTED TO A MINIMUM OF 95% MAXIMUM DENSITY AS DETERMINED BY ASTM D- 1557 TESTING PROCEDURE. PLACEMENT AND GRADING OF COMPACTED CRUSHED TOP COURSE MATERIAL WITHIN THE ASPHALT AREAS SHALL HAVE A TOLERANCE OF PLUS OR MINUS ONE-HALF INCH FROM THE DESIGNATED TOP OF CRUSHED SURFACING TOP COURSE. THE CONTRACTOR SHALL PROVIDE GRADATION AND DEGRADATION TEST RESULTS TO THE ENGINEER FOR APPROVAL OF SITE MATERIAL.
- ASPHALT CONCRETE PAVEMENT SHALL CONFORM TO SECTION 5-04 OF THE 2022 STANDARD SPECIFICATIONS.

ASPHALT SECTION:
3" (1/2") HOT MIX ASPHALT
4" CRUSHED SURFACING TOP COURSE
12" GRAVEL BASE (OR ENGINEER APPROVED EQAL)

THE FINAL GRADING OF CRUSHED SURFACING TOP COURSE WILL BE INSPECTED AND APPROVED BY THE ENGINEER PRIOR TO ASPHALT PAVING. ALL EXISTING EDGES OF EXISTING ASPHALT SHALL BE SAW CUT FULL DEPTH TO PROVIDE A NEAT STABLE EDGE FOR THE NEW ASPHALT. ALL SAW CUT FACES SHALL BE TACK COATED AS WELL AS ALL STRUCTURES THAT ABUT ASPHALT. THE SURFACE JOINT BETWEEN EXISTING AND NEW ASPHALT MUST BE SEALED WITH HEAT-APPLIED CSS- 1 AND SAND COAT. ASPHALT SURFACES THAT HAS LOOSE MATERIAL OR POROUS CONDITIONS AS DETERMINED BY THE ENGINEER SHALL BE SEALED ACCORDING TO SECTION 5-04.3(5)C CRACK SEALING, AT NO ADDITIONAL COST TO THE OWNER, WITHIN 24 HOURS PRIOR TO PAVING. SOIL RESIDUAL HERBICIDE SHALL BE APPLIED TO ALL CRUSHED TOP COURSE SURFACES WITHIN THE PARKING LOTS AND ROADS.

- HOT MIX ASPHALT SHALL BE PLACED AT THE LOCATIONS AND DEPTHS INDICATED ON THE PLANS. HOT MIX ASPHALT SHALL BE MECHANICALLY COMPACTED TO A MINIMUM OF 91% OF THE RICE DENSITY. COMPACTION SHALL OCCUR BETWEEN THE TEMPERATURES OF 180 DEGREES FAHRENHEIT AND 300 DEGREES FAHRENHEIT. DURING COLD WEATHER CONDITIONS, AS DETERMINED BY THE ENGINEER, ALL TRUCKLOADS OF ASPHALT SHALL BE COVERED SO AS TO RETAIN HEAT. THE CONTRACTOR SHALL RETAIN LICENSED MATERIALS-TESTING PERSONNEL TO PROVIDE COMPACTION TESTS AT 50- FOOT GRID/INTERVAL THROUGHOUT THE PARKING LOT AND ROAD SECTION. IF COMPACTION TEST RESULTS OF HOT MIX ASPHALT INDICATE LESS THAN 91% OF THE REQUIRED DENSITY, THE CONTRACTOR MAY, AT HIS EXPENSE, HAVE CORE SAMPLES TAKEN AND ANALYZED TO SUBSTANTIATE DENSITY. HOT MIX ASPHALT THAT DOES NOT MEET THE REQUIRED COMPACTION, SHALL EITHER BE REMOVED BY THE CONTRACTOR AT HIS EXPENSE OR SHALL HAVE EQUAL THE INTENDED DESIGN. ADDITIONAL TESTING AND ASPHALT TO COMPENSATE FOR UNACCEPTABLE COMPACTION TEST RESULTS SHALL BE THE EXPENSE OF THE CONTRACTOR. NO ASPHALT PAVING OR ROLLING COMPACTION OF ASPHALT IS ALLOWED AFTER DARK. ALL ROLLING SHALL BE COMPLETED BY SUNSET TIME.

STORM SEWER

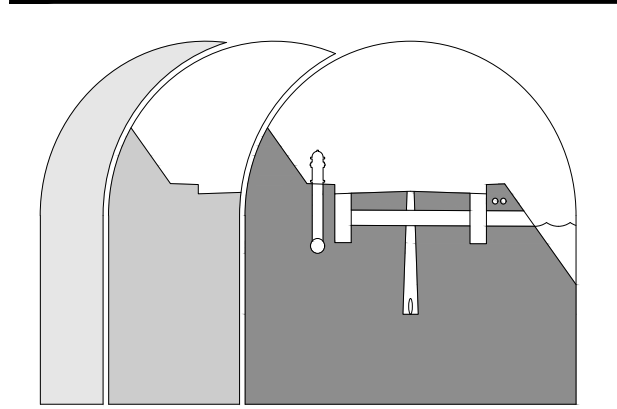
- THE FOLLOWING MATERIALS ARE ACCEPTABLE FOR THE STORM SEWERS IDENTIFIED ON THE PLANS:

STORM SYSTEM:

- PVC PIPE (POLYVINYL CHLORIDE) SHALL CONFORM TO SECTION 9- 05.12(2) MEETING THE REQUIREMENTS OF ASTM D3034/SDR35. PVC PIPE 12" IN DIAMETER AND UNDER SHALL CONFORM TO SECTION 9-05.1(6) OF THE STANDARD SPECIFICATIONS MEETING THE REQUIREMENTS OF AASHTO M 294 TYPE S.
 - CORRUGATED POLYETHYLENE PIPE (CPEP) SHALL HAVE A SMOOTH BARREL INTERIOR, CORRUGATED EXTERIOR, CONFORMING TO SECTION 9-05.1(7) MEETING THE REQUIREMENTS OF AASHTO M294.
 - ALL PIPES SHALL HAVE GASKETED JOINTS.
- STORM CATCH BASINS AS INDICATED ON THE PLANS SHALL CONFORM TO: TYPE I CATCH BASIN PER WSDOT STD PLAN B-1 TYPE 1L CATCH BASIN PER WSDOT STD. PLAN B-1A TYPE II CATCH BASIN PER WSDOT STD. PLAN B-1E
 - ALL PIPE KNOCKOUTS SHALL BE NEATLY MUDDED INSIDE AND OUTSIDE OF THE STRUCTURE FLUSH WITH THE STRUCTURE WALL. ALL PVC PIPE CONNECTIONS SHALL BE MADE TO STRUCTURES USING PVC SAND COLLARS.
 - UPON INSTALLATION OF ALL PIPES TO STORM STRUCTURES, THE KNOCKOUT AREA SHALL BE NEATLY MUDDED INSIDE AND OUT OF THE CATCH BASIN USING A NON-SHRINK CONCRETE GROUT.
 - UPON COMPLETION OF ALL CRUSHED TOP COURSE GRADING AND PREPARATION FOR ASPHALT PAVING, ALL CATCH BASIN STRUCTURES SHALL BE CORRECTLY ADJUSTED SO AS TO BE FLUSH WITH THE PROPOSED FINISH GRADE.
 - CLEANOUTS SHALL BE INSTALLED TO MATCH FINISH GRADE WITHIN CONCRETE AND STALL AREAS.

CONFLICT NOTE

ALL CONSTRUCTION WITH IN CITY RIGHT OF WAY SHALL BE IN COMPLIANCE WITH CITY OF ANACORTES CONSTRUCTION STANDARDS. IN THE EVENT THAT THERE IS A CONFLICT BETWEEN THE PROJECT PLANS AND SPECIFICATIONS, THE CITY OF ANACORTES CONSTRUCTION STANDARDS/NOTES SHALL BE USED.



Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
P.O. Box 1705 • 1111 Cleveland Avenue, Suite 202
Mount Vernon, WA 98273 Tel: 360-404-2010

SHEET REVISIONS:		
NO.	DATE	DESCRIPTION
1	01.10.22	DWG SUBMITTAL
1	01.10.22	CUP SUBMITTAL

**CALL 48 HOURS
BEFORE YOU DIG
1.800.424.5555**

**SAMISH EARLY
LEARNING CENTER**
FOR
CARLETTI ARCHITECTS, PS

CONSTRUCTION DETAILS

PROJECT:

SHEET DESCRIPTION:

SCALE:	AS NOTED
DRAWN BY:	P.SEVERIN
DESIGNED BY:	P.SEVERIN
DATE:	01.10.22
JOB NUMBER:	21040
DWG NAME:	21040.CUP.CIV.DWG
SHEET NUMBER:	

THIS PLAN SHEET IS ACCEPTED FOR CONSTRUCTION IN ACCORDANCE WITH THE CITY OF ANACORTES ORDINANCES AND POLICES. ACTUAL CONFORMANCE OF THE DESIGN WITH APPLICABLE LAWS IS THE SOLE RESPONSIBILITY OF THE PROFESSIONAL ENGINEER, WHOSE NAME AND STAMP APPEAR ON THIS SHEET. ACCORDING, COMPLYING WITH, AND PROVIDING MITIGATION FOR ALL FEDERAL, STATE COUNTY, AND LOCAL LAWS, PERMITS, AND ORDINANCES, INCLUDING BUT NOT LIMITED TO THE ENDANGERED SPECIES ACT, FEDERAL WETLAND PERMIT, STATE DEPARTMENT OF FISHERIES HYDRAULICS PERMIT, FEDERAL FLOOD PLAIN PERMITS, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS IS THE RESPONSIBILITY OF THE DEVELOPER, LANDOWNER, AND THEIR ENGINEER. ISSUANCE OF THIS PERMIT SHALL NOT BE CONSTRUED AS PROOF OF COMPLIANCE WITH APPLICABLE LAWS AND PERMIT REQUIREMENTS.DATETHS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE.

DATE
THIS APPROVAL WILL EXPIRE IN ONE YEAR FROM THE DATE NOTED ABOVE

PROJECT TEAM

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SAMISH INDIAN NATION
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FAX: (800) 508 2017
EMAIL: patrik@eccosdesign.com
CONTACT: PATRIK DYLAN

PROJECT DATA

PROPERTY INFORMATION

PROPERTY ADDRESS 1602 D AVENUE
ANACORTES, WA 98221
BUILDING CODE 2018 IBC/ 2018 IFC
ENERGY CODE 2018 WASHINGTON STATE NREC
FIRE SPRINKLERS YES
FIRE ALARM YES

ZONING

R2A REQUIRES A TYPE II LAND USE PERMIT AND CUP
FOR A DAYCARE TYPE II APPROVED BY CITY COUNCIL

SETBACKS

REAR: 20'
FRONT D AVENUE: 20'
ALLEY INTERIOR SIDE: 5'
SIDE 15TH STREET: 10'
SIDE 16TH STREET: 10'

BUILDING HEIGHT

MAXIMUM HEIGHT ALLOWED 35'
MAXIMUM PROPOSED BUILDING HEIGHT 16'-0" TO MID POINT
21'-4-1/2" TO TOP OF RIDGE

PARCEL #/ TAX ID

P56255 1502 D AVENUE
P56251 2201 15TH AVENUE

TWN./ RNG./ SEG

SECTION 24 TOWNSHIP 35 RANGE 22
R22-207-020-0007

LEGAL DESCRIPTIONS

1502 D AVENUE
LOTS 16 THROUGH 20, INCLUSIVE, BLOCK 207, MAP OF THE CITY OF ANACORTES,
ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS
OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#202005010007

2201 15TH AVENUE
LOTS 1, 2 AND THE EAST FIVE FEET OF LOT 3, BLOCK 207, MAP OF THE CITY OF
ANACORTES, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS,
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CITY OF ANACORTES

Planning, Community, &
Economic Development

Date Received:

02/01/2022

CUP-2022-0002

DRAWING INDEX

ARCHITECTURAL

A-0.0 COVER SHEET
A-1.0 EXSTING CONDITIONS/DEMO SITE PLAN
A-1.1 PROPOSED SITE PLAN
A-1.2 CODE SECTION/DESIGN REVIEW RESPONSES
A-2.0 PROPOSED FLOOR PLAN
A-3.0 BUILDING ELEVATIONS
A-3.1 BUILDING RENDERING

SURVEY

S-1 RECORD OF SURVEY

CIVIL

C-1 COVER SHEET
C-2 EXISTING CONDITIONS, DEMOLITION & TESC PLAN
C-3 TESC PLAN NOTES & DETAILS
C-4 SITE AND DIMENSIONAL PLAN
C-5 SITE GRADING & STORMWATER PLAN
C-6 WATER AND SANITARY SEWER PLAN
C-7 CONSTRUCTION DETAILS
C-8 WSDOT DETAILS
C-9 CITY OF ANACORTES DETAILS
C-10 CONSTRUCTION SPECIFICATIONS

LANDSCAPE

L-1 LANDSCAPE PLAN

CUP-2022-0002
Emily Morgan
02/01/2022

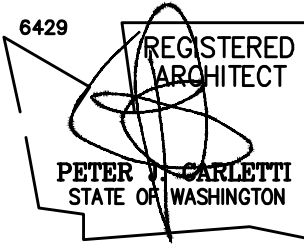


CARLETTI ARCHITECTS P.S.

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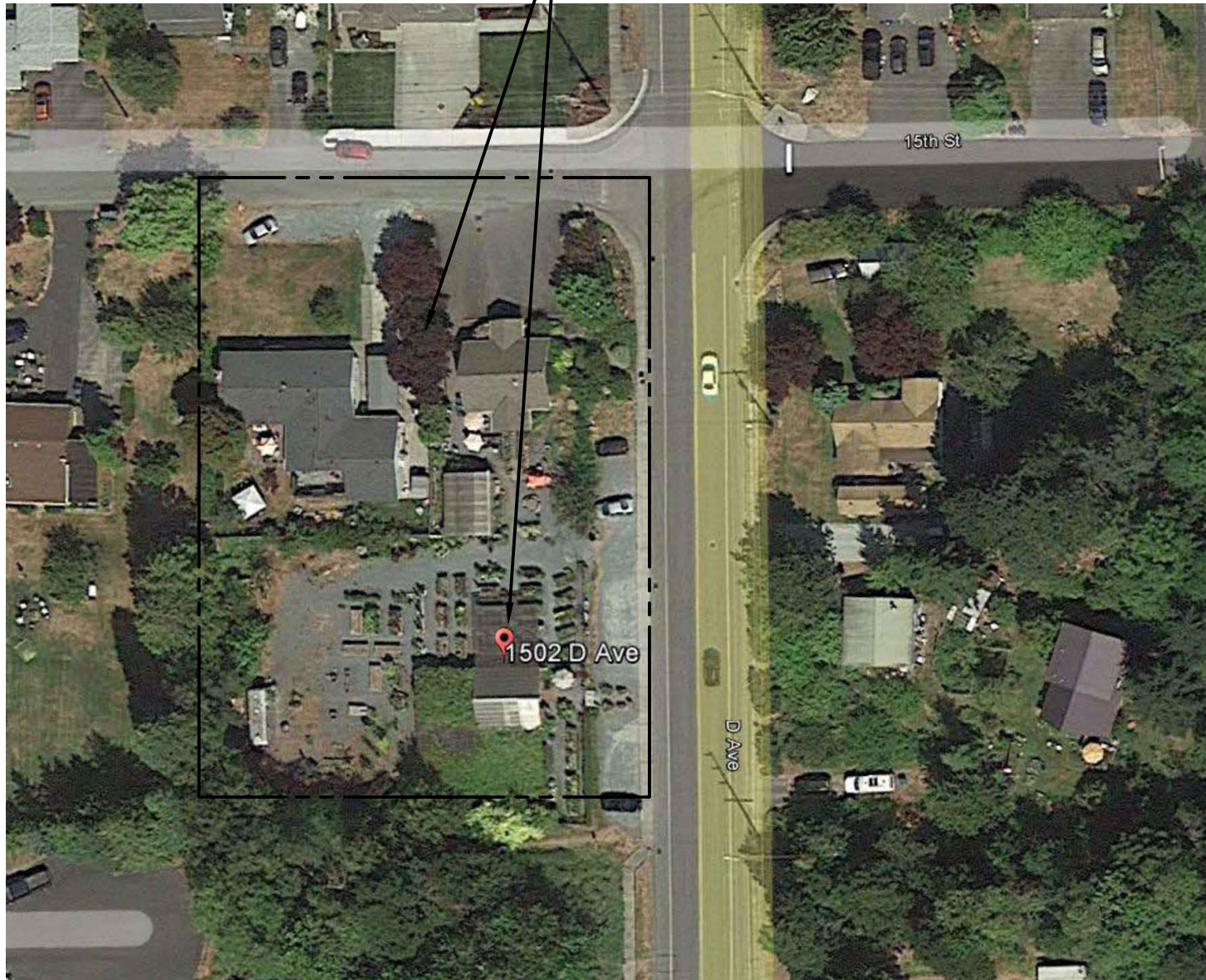


A NEW EARLY LEARNING FACILITY
SAMISH INDIAN NATION
1502 D AVENUE
ANACORTES, WA



SAMISH INDIAN NATION
CONTACT:
Kim McKinnon
360.726.2983

PROJECT SITE



VICINITY MAP

N.T.S.

21-512
PROJECT NUMBER:

REVISIONS:
11/3/21 DRG MEETING
2/1/22 CUP SUBMITTAL

SHEET TITLE:

COVER SHEET

PJC
PROJECT ARCHITECT:

PJC
DRAWN BY:

PJC
CHECKED BY:

FEBRUARY 28, 2020
DATE

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COMPUTER FILE NAME

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VIEW LOOKING NW DOWN D AVENUE



VIEW LOOKING SW FROM D AVENUE
EXIST. STRUCTURE/GRAVEL TO BE REMOVED



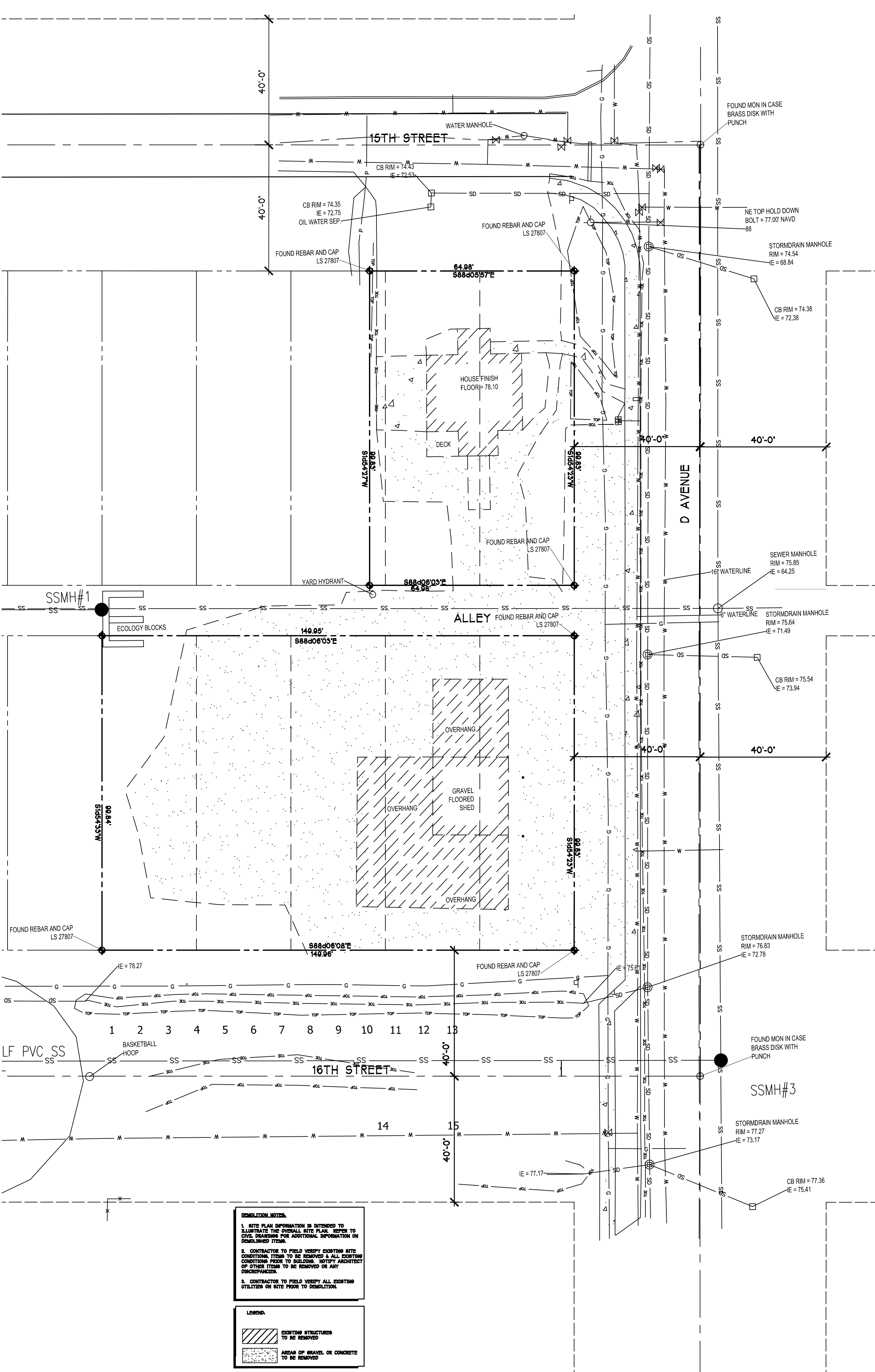
VIEW LOOKING NW FROM D AVENUE
EXIST. STRUCTURE/GRAVEL TO BE REMOVED



VIEW LOOKING S. 15TH STREET
EXIST. RESIDENCE/PAVING TO BE REMOVED



VIEW LOOKING NW DOWN D AVENUE



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REGISTERED ARCHITECT
PETER J. CARLETTI
STATE OF WASHINGTON
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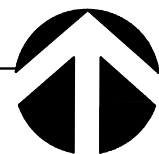
SHEET TITLE:
EXISTING CONDITIONS SITE PLAN
EXISTING CONDITIONS PHOTOS
DEMOLITION SITE PLAN

PJC
PROJECT ARCHITECT:
PJC
DRAWN BY:
PJC
CHECKED BY:
FEBRUARY 28, 2020
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DEMOLITION SITE PLAN
EXISTING CONDITIONS PHOTOS

SCALE: 1"=20'-0"



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SITE PLAN NOTES:

1. CONNECT ALL DOWNSPOUTS TO PVC TIGHTLINES AND CONNECT TO STORM DRAINAGE SYSTEM PER CIVIL DRAWINGS.
2. SEE CIVIL DWGS FOR GRADING, DRAINAGE, AND UTILITY PLANS
3. VERIFY LOCATIONS OF EXISTING POWER, SEWER, AND WATER LINES PRIOR TO CONSTRUCTION
4. CONTRACTOR TO VERIFY ALL EXISTING GRADES AND PROPERTY LINES
5. PROVIDE AND INSTALL CONDUIT AND POWER FROM POWER POLE AND TELEPHONE/ DATA SERVICE TO BUILDING TYP.
6. STRIPE ALL STALLS AS SHOWN. DO NOT NUMBER STALLS
7. PROVIDE AND INSTALL GAS PIPING TO BUILDING AS REQD FOR SERVICE.
8. REFER TO CIVIL DRAWINGS FOR ALL SITE DIMENSIONS AND BUILDING LOCATIONS TYPICAL.
9. REFER TO LANDSCAPE DRAWINGS FOR ALL LANDSCAPE REQUIREMENTS, LOCATIONS, AND QUANTITIES.
10. ELECTRICAL CONTRACTOR TO PROVIDE SHOEBOX TYPE LUMINAIRE, POLE MOUNTED, SUITABLE FOR WET LOCATIONS.

PARCEL NUMBER P56255 1502 D AVENUE 3772-207-020-0007
TAX ID NUMBER P56251 2201 15TH AVENUE 3772-207-020-0007
SECTION 24 TOWNSHIP 35 RANGE 01

LEGAL DESCRIPTION

1502 D AVENUE
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ZONING

R2A REQUIRES A TYPE II LAND USE PERMIT AND CUP FOR A DAYCARE TYPE II

SETBACKS

FRONT D AVENUE: 20'
ALLEY INTERIOR SIDE: 5'
SIDE 15TH STREET: 10'
SIDE 16TH STREET: 10'
REAR: 20'

BUILDING HEIGHT

MAXIMUM HEIGHT ALLOWED 35'
MAXIMUM PROPOSED BUILDING HEIGHT 16'-0" TO MID POINT
21'-4" TO TOP OF RIDGE

SITE PLAN/ DESIGN REVIEW

-REQUIRED PER 19.30 OF CITY OF ANACORTES MUNICIPAL CODE
-INCLUDING THE PROVISIONS AS FOLLOWS PER 19.30.040

REVIEW CRITERIA:
-ZONING
-COMMUNITY DESIGN
-PROJECT DESIGN
-ENVIRONMENTAL DESIGN

BUILDING SQUARE FOOTAGE

FIRST FLOOR DAYCARE 4,084 S.F.

MAXIMUM LOT COVERAGE

40% FOR BUILDINGS
LOT 1 SOUTH SIZE: 14,927 SF
LOT COVERAGE ALLOWED 40%: 5,971 SF
4,484 SF < THAN 5,971 S.F. OKAY

LOT 1 SOUTH EXISTING IMPERVIOUS:
BUILDINGS: 2,900 S.F.
GRAVEL: 9,755 S.F.
12,655 S.F.

PROPOSED BUILDING IMPERVIOUS (BUILDING FOOTPRINTS) 4,130 SF
PROPOSED BUILDING IMPERVIOUS (PLAY AREA FOOTPRINT) 400 SF
4,530 SF

PROPOSED ASPHALT IMPERVIOUS SURFACES 1,694 SF
PROPOSED CONCRETE IMPERVIOUS SURFACES 1,680 SF
3,374 SF

TOTAL IMPERVIOUS 7,904 SF
PROPOSED LANDSCAPE AREA 7,023 SF
7,023 SF OR 47% > 20% REQUIRED [OK] 14,927 SF

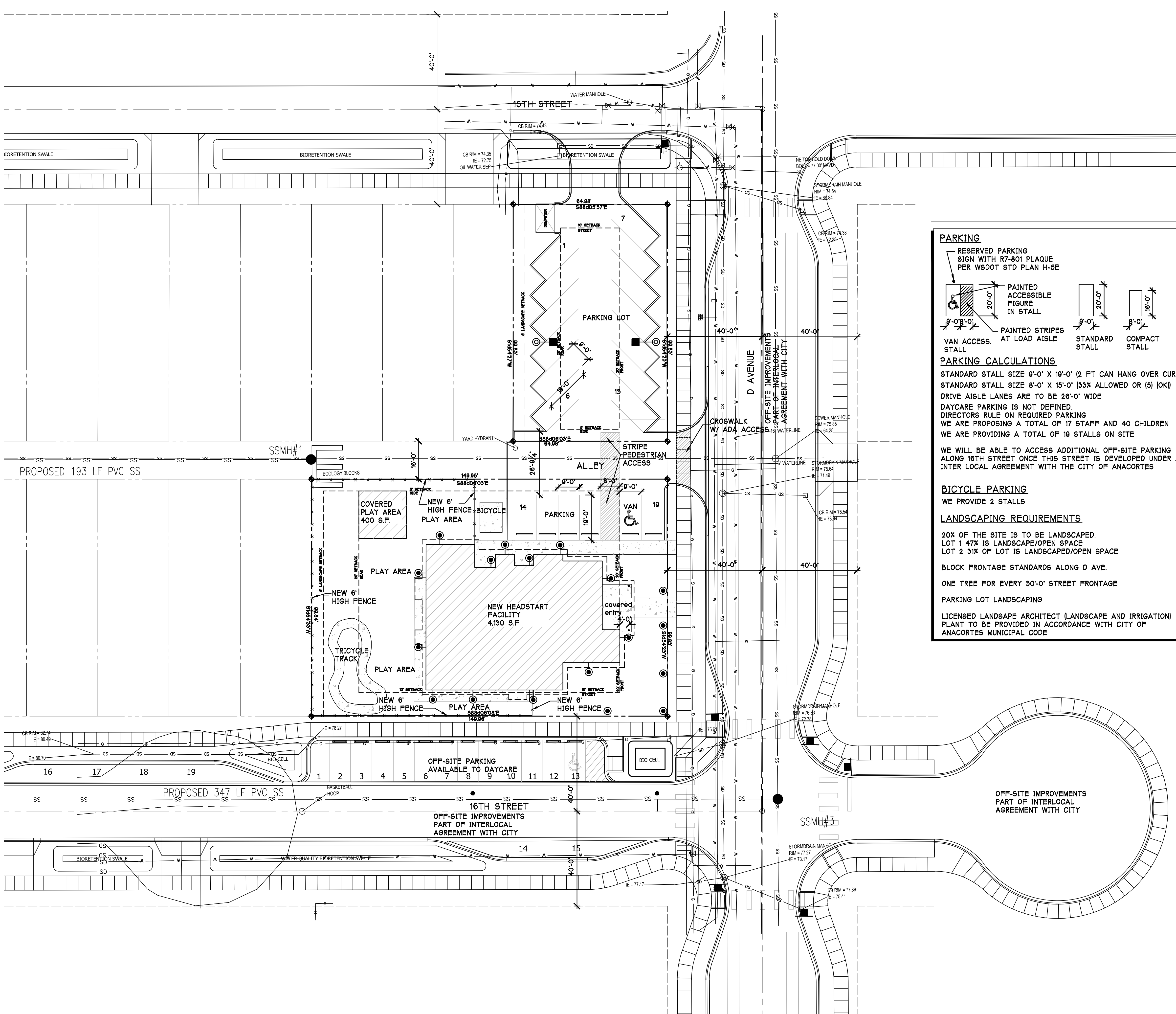
LOT 2 NORTH EXISTING IMPERVIOUS:
BUILDINGS: 1,007 S.F.
GRAVEL: 2,195 S.F.
3,202 S.F.

SITE COVERAGE

LOT 2 NORTH SIZE: 5,971 SF
PROPOSED ASPHALT IMPERVIOUS SURFACES 4,129 SF
PROPOSED LANDSCAPE AREA 1,842 SF
1,842 SF OR 31% > 20% REQUIRED [OK] 5,971 SF

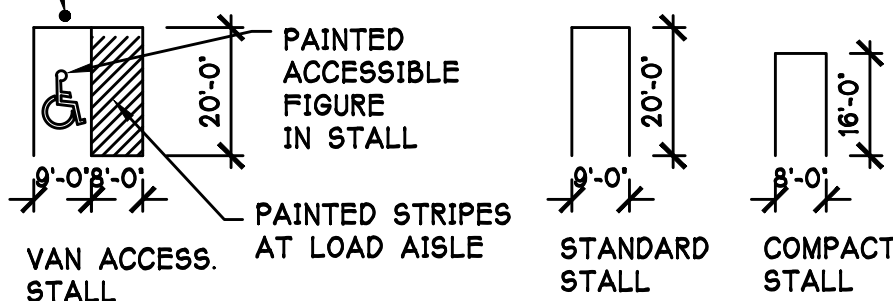
LEGEND:

- NEW CONCRETE SIDEWALK
- NEW BUILDING
- SITE LIGHT PER ELECTRICAL
- LED WALL SCONCE W/ CUT OFF SHEILD PER ELECTRICAL
- DECORATIVE SITE PEDESTRIAN SCALE LIGHT PER ELEC.
- EXTRUDED CURB PER CIVIL
- CAST CURB/ GUTTER PER CIVIL



PARKING

RESERVED PARKING SIGN WITH R7-801 PLAQUE PER WSDOT STD PLAN H-5E



PARKING CALCULATIONS

STANDARD STALL SIZE 9'-0" X 19'-0" (2 FT CAN HANG OVER CURB)
STANDARD STALL SIZE 8'-0" X 15'-0" (33% ALLOWED OR (5) [OK])
DRIVE AISLE LANES ARE TO BE 26'-0" WIDE
DAYCARE PARKING IS NOT DEFINED.
DIRECTORS RULE ON REQUIRED PARKING
WE ARE PROVIDING A TOTAL OF 17 STAFF AND 40 CHILDREN
WE ARE PROVIDING A TOTAL OF 19 STALLS ON SITE

WE WILL BE ABLE TO ACCESS ADDITIONAL OFF-SITE PARKING ALONG 16TH STREET ONCE THIS STREET IS DEVELOPED UNDER AN INTER LOCAL AGREEMENT WITH THE CITY OF ANACORTES

BICYCLE PARKING

WE PROVIDE 2 STALLS

LANDSCAPING REQUIREMENTS

20% OF THE SITE IS TO BE LANDSCAPED.
LOT 1 47% IS LANDSCAPE/OPEN SPACE
LOT 2 31% OF LOT IS LANDSCAPED/OPEN SPACE

BLOCK FRONTAGE STANDARDS ALONG D AVE.

ONE TREE FOR EVERY 30'-0" STREET FRONTAGE

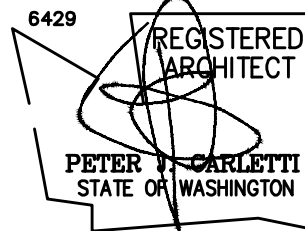
PARKING LOT LANDSCAPING

LICENSED LANDSCAPE ARCHITECT (LANDSCAPE AND IRRIGATION) PLANT TO BE PROVIDED IN ACCORDANCE WITH CITY OF ANACORTES MUNICIPAL CODE

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SHEET TITLE:

SITE PLAN

PJC
PROJECT ARCHITECT:

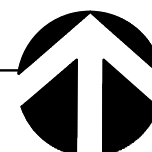
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CHECKED BY:

FEBRUARY 28, 2020
DATE

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COMPUTER FILE NAME

SCALE: 1"=20'-0"



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City of Anacortes Municipal Code Design Review Requirements:
19.30 Site Plan Review

19.30.10 Purpose

- Site Plan compliance with AMC
- Reasonable and Appropriate development of private properties/ adjacent right-of ways and neighboring projects.
- Good design principles – high quality development
- Adequacy of streets and utilities to serve the subject property.
- Suitable Street Access and Configuration.
- Low Impact Development with Best Management Practices.

19.30.020 Applicability

- All non-subdivision development proposals.

19.30.030 Application Requirements

- Application on Department Forms accordingly along with fees and information in the application submittal checklist.
- Reviewed per AMC Chapter 19.20
- Three Dimensional visualization of proposed development.

19.30.040 Review Criteria

A. Conformance with all laws, ordinances, regulations

- Refer to complete submittal package

B. Conformance with AMC Chapter 15.32 Underground Utilities

- See Civil Plans

C. Conformance with AMC Chapter 19.22 Concurrencey

- Project is concurrent as City utilities serve the site.

D. Conformance with applicable zoning provisions of Division 4 of this title, including:

- Allowed Uses AMC 19.41 – See Site plan notes sheet A-1.1
- Form and Intensity Standards AMC 19.42 – See Site Plan Notes sheet A-1.1
- The applicable use standards of AMC chapters 19.43 – 19.48 – See Site Plan Notes sheet A-1.1.

E. Conformance with the applicable community design provisions of Division 5 of this title including:

- See responses for compliance to Sections 19.51 Public Street Improvements
- See responses for compliance to Sections 19.53 Private Driveways and Access
- See responses for compliance to Sections 19.62 Site Planning
- See responses for compliance to Sections 19.63 Building Design
- See responses for compliance to Sections 19.64 Parking
- See responses for compliance to Sections 19.65 Landscaping
- See responses for compliance to Sections 19.66 Fences, Walls and Hedges

G. Conformance with other applicable environmental provisions, including

- AMC Chapter 18.04 SEPA

AMC Chapter 19.51 Public Street Improvements.

19.51.010 Public Street Improvements Purpose

- provisions for reasonable public street improvements
- Establish criteria to determine the nature – extent – and location of required street improvements.
- promote safe and efficient access to the property.
- reduce the addition of impervious surfaces within the City.

19.51.020 Applicability.

- This is applicable because we are creating a daycare, new non-residential development within the City of Anacortes.

19.51.030 Minimum Street Improvement requirements.

- We are proposing the following:
 - New 5'-0" wide sidewalk along D Avenue
 - New ADA curb cut at the intersection of the alley and D Avenue
 - New Sidewalk along 16th St that ties into the new sidewalk on D Avenue
 - New sidewalk and parking stalls along 16th street
 - New curb cut and access into new parking lot on 15th street
 - New paving to tie into existing ROW street paving and our site
 - Preserve alley and pave it while enhancing it with landscaping
 - All utility tie in work to be completed prior to final site work at ROW

AMC Chapter 19.53 Private Driveway and Access

19.53.030 Driveway Access

- Access to the on-site parking is provided off of the alley and 15th Street per which is acceptable to City Engineer

AMC Chapter 19.61 Block Frontage Standards

19.61.070 Landscape block frontage standards

Land use the use is allowed as a CUP in this zone. We are applying for a CUP Building placement: the building is set back a minimum of 10' from D Avenue. Actual setback is 20' and we comply.

Building entrance: The main building entrance is on D Avenue and is easily identifiable with a covered canopy, entry column and is recessed with lots of transparency glazing. Façade transparency: the main façade and the faced on 16th comply with a minimum of 25% transparency zone.

Weather protection: The main building entrance is on D Avenue and is easily identifiable with a covered canopy, entry column and is recessed to provide 10' of weather protection.

Parking location and vehicle access: Parking lot is located of the alley to the side of the building, pedestrian access is provided from the main parking lot and parking on the alley to the front entrance on D Avenue. Additional offsite parking will be located on 16th Street.

Landscaping: areas between the building and the pedestrian sidewalk connection are landscaped per code

Sidewalk width: Sidewalk is proposed to be a minimum of 5' wide.

D. Cornice Roofline Design

1. Does not apply no flat roofs
2. Does not apply no flat roofs

E. Articulated Building Entries

-The main entrance into the facility has been designed as a clearly defined and demarcated standout architectural feature of the building. The entrance is easily distinguishable due to the entry column and gabled covered entry element.

19.63.060 Building Materials

A.-Purpose

1. Durable, high-quality building materials to minimize maintenance and show visual interest in design.
2. Distinctive Mix of materials to help articulate facades and add richness to the building.

3. High priority on the first floor in the quality of the detailing of the materials at the pedestrian scale.

B.-Quality Building Materials

-using durable cementitious siding painted. See material list below and sheet material sheet to help illustrate the intention of the building materials.

C.-Special Conditions

- 1.-Not Applicable – No CMU used
- 2.-Not Applicable – No Metal Siding used
- 3.-Not Applicable – No EIFS used
- 4.-Cementitious wall board paneling/ siding may be used, provided it meets the following provisions
 - a. Cement board paneling at the ground level façade containing non-residential use is proposed with a variety of siding exposures and includes lap siding and shingles.
 - b. Since Cementitious siding is the dominant siding material we have mixed it up with (3) different siding profiles and (2) different colors to add visual interest and articulate the façade from all levels of the building. See full siding material list below.

-Siding 1 – Cementitious siding with a 4" exposure painted.

-Siding 2 – Cementitious siding with a 6" exposure painted

Siding 3 – Cementitious shingles painted

Cultured Stone – veneer cultured stone utilized on D Avenue and the main entry elements.

Windows/ Doors – Ground Level – All Black aluminum with Clear Low E Insulated Thermally Broken Glazing

AMC Chapter 19.62 Site Planning

19.62.020 Applicability

- Applicable to all non-residential and multi-family development.

19.62.030 Relationship to adjacent properties

-Privacy of the residents on adjacent properties has been protected through the design. We have located parking off the alley and 15th street to be screened by the building and to minimize impact to adjacent residences. We are proposing a fence on the western property line to screen the daycare and play area from adjacent residential properties.

19.62.040 Internal Open space

See open space calculations on Site Plan Sheet A-1.1. We exceed the required open space on both lots. There is a large open play area with a covered play structure on the main lot to provide recreational opportunities for the daycare children and staff.

19.62.050 Internal pedestrian access and design

A. Purpose

1. Provide pedestrian and bicycling environment that is safe and comfortable.
2. Enhance access to an on-and off site open space.

B. Access to Sidewalks

-Pedestrian Access connections area provided to sidewalk along D Avenue and from the Alley and adjacent parking areas located off 15th and 16th Street respectively. Parking for bicycles is provided off the alley.

C. Internal Circulation

1. Pedestrian Sidewalks connect the building to the ROW, they also connect the building to the parking lot located off 15th street and the alley, and parking located on 16th Street.
3. Crosswalks have been provided at the intersection of the Alley and D Avenue.
4. Pedestrian pathways have been provided through the site along with bike rack.
5. No barriers have been provided restricting pedestrian access.

D. Pathway Design

1. All internal pathways are at least 5'-0"wide
2. All internal pathways are curbed and raised at least 6"
3. Wheel stops installed to prevent cars overhanging the sidewalk.
4. Pedestrian walks have been separated from buildings with a minimum of 3ft of Landscaping. The pedestrian pathway from the parking lot has been stripped across the alley to delineate from cars. Truncated domes will be installed to further delineate this area.
5. Not Applicable as our building is not longer than 100 feet.

19.62.060 Vehicular circulation and parking

-We have created a safe, convenient, and efficient network for vehicle circulation and parking

-Pedestrian Crosswalk at intersection of alley and D Avenue

-Pedestrian Sidewalk in front of the building for pedestrian safety.

-Parking positioned around rear and side of the building to improve visual appearance from street.

Exterior Doors with glazing – Storefront black aluminum with Clear Low E Insulated Thermally Broken Glazing

Exterior Doors with no glazing – Hollow metal doors and frames painted

Metal roof panels – standing seam metal roof panels grey in color

19.63.070 Blank Wall Treatment

A.-Purpose

- 1.-To avoid untreated blank walls
- 2.-To retain and enhance the character of Anacortes's streetscapes.

B.-Blank Wall Definition – means a ground floor wall or portion of a ground floor wall over 10 ft in height and with a horizontal length greater than 15 feet and does not include a transparent window or door.

-We do not have any blank walls greater than 15 feet in length on the ground floor streetscape walls.

C.-Blank wall Treatment Standards – Untreated blank walls adjacent to a public street, pedestrian oriented space or common useable open pace or pedestrian pathway are prohibited.

- We do not have any blank walls greater than 15 feet in length on the ground floor in any of the areas noted above.
- 1.-Display windows Not Applicable
- 2.-We have landscaping beds at least 5ft wide in front of the building on all 4 sides
- 3. Vertical Trellis not applicable since there are no blank walls
- 4.-Mural Not Applicable since no blank walls
- 5. Special Building Detailing – Not Applicable.

AMC Chapter 19.64. Parking

-See Site Plan A-1.1 Notes. Proper parking has been provided on site via the parking lot across the alley and the future off site parking on 16th street. See parking memo from applicant denoting the number of staff and required parking similar to their existing head start facility. This has been approved by the planning director.

AMC Chapter 19.65. Landscaping

- See Landscape Plan submitted with Application in compliance with AMC Chapter 19.65

AMC Chapter 19.66. Fences, Walls and Hedges

-A 6' high privacy security fence is proposed along a portion of the south property line along 16th street the rear yard to the west and a portion of the north property line along the alley. This is to secure the children's play area and provide privacy and screening from the street and adjacent residential area to the west. The Director may allow taller fences (than referenced in Table 19.66.030) for permitted nonresidential uses in residential zones, provided they are necessary for security purposes and the design of the fences meets the purposes of the standards. Due to the children present and security we are proposing a 6' high fence.

19.62.070 Service Areas and Mechanical Equipment

B. Location of Ground Related Service Areas and Mechanical Equipment.

1. Mechanical Condensers will be located on the ground level on the rear of the structure or on the side along the alley
 - Gas Meters/ Electric Meters will be located along the alley so as to reduce the visibility of the meters.
2. No Exterior Loading Areas are required
3. Service areas are not visible from the sidewalk and adjacent properties. Service for delivery is located on the side off of the alley.
4. Site has been designed for Safety – with good lighting and no entrapment areas.
5. Noisy mechanical equipment will not be on the main level.
6. Dumpster has been placed at the NW corner of the site away from the streets, pedestrian access, and buildings and accessible easily from the Alley for the Sanitation Department Trucks. It will be designed with CMU walls to screen the dumpsters carefully to reduce vision of the space. Landscape screening will also be provided at the dumpster. Gates at the dumpster enclosure will be a heavy galvanized steel mini v profile for an aesthetic appeal.

C. Screening of Ground Related Service Areas and Mechanical Equipment

1. Following Applies:

- a. Structural enclosure is CMU and heavy gauge metal. Walls provide full screening
- c. The CMU dumpster enclosure is 6ft tall to screen neighboring views.
- d. Collection point is off of the alley and does not obstruct vehicle or pedestrian access.
- e. The service area is paved.
2. Sides and Front of the Dumpster Enclosure is screened with Landscape. Rear gates open to alley for garbage pickup.

D. Utility Meters, Electrical Conduits, and other Service Utility Apparatus will be located off the alley and screened with landscaping.

E. Mechanical Equipment is not located on the roof. All ground units will be screened with landscaping and or a sight obscuring fence and will be located along the alley or the rear of the building.

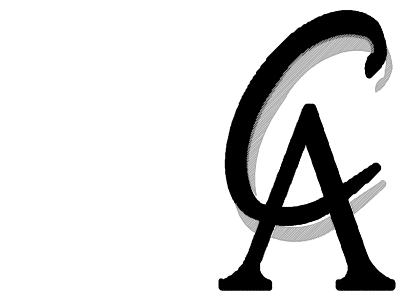
AMC Chapter 19.63. Building Design

19.63.030 Building character and corporate architecture

A. Purpose

1. Design promotes an architectural character that reflects the residential neighborhood in which the new daycare will be located. The roof forms feature gabled elements that are reflective of the residential homes in the neighborhood. Durable high – quality materials are used which include metal roof panels and cementitious shingles and siding which are similar to other homes in the neighborhood.
2. High quality design is provided to respond to the high visibility site located between 15th and 16th Street.
3. Efforts were made to break up the façade with both shed roof and gabled roof elements and covered entry porch at the main entry.

B. Corporate Identity has not been used to design the building. Building has been designed to look residential like the surrounding structures.

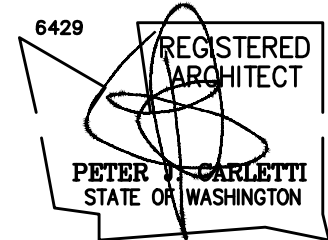


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Kim McKinnon
360-726-3244

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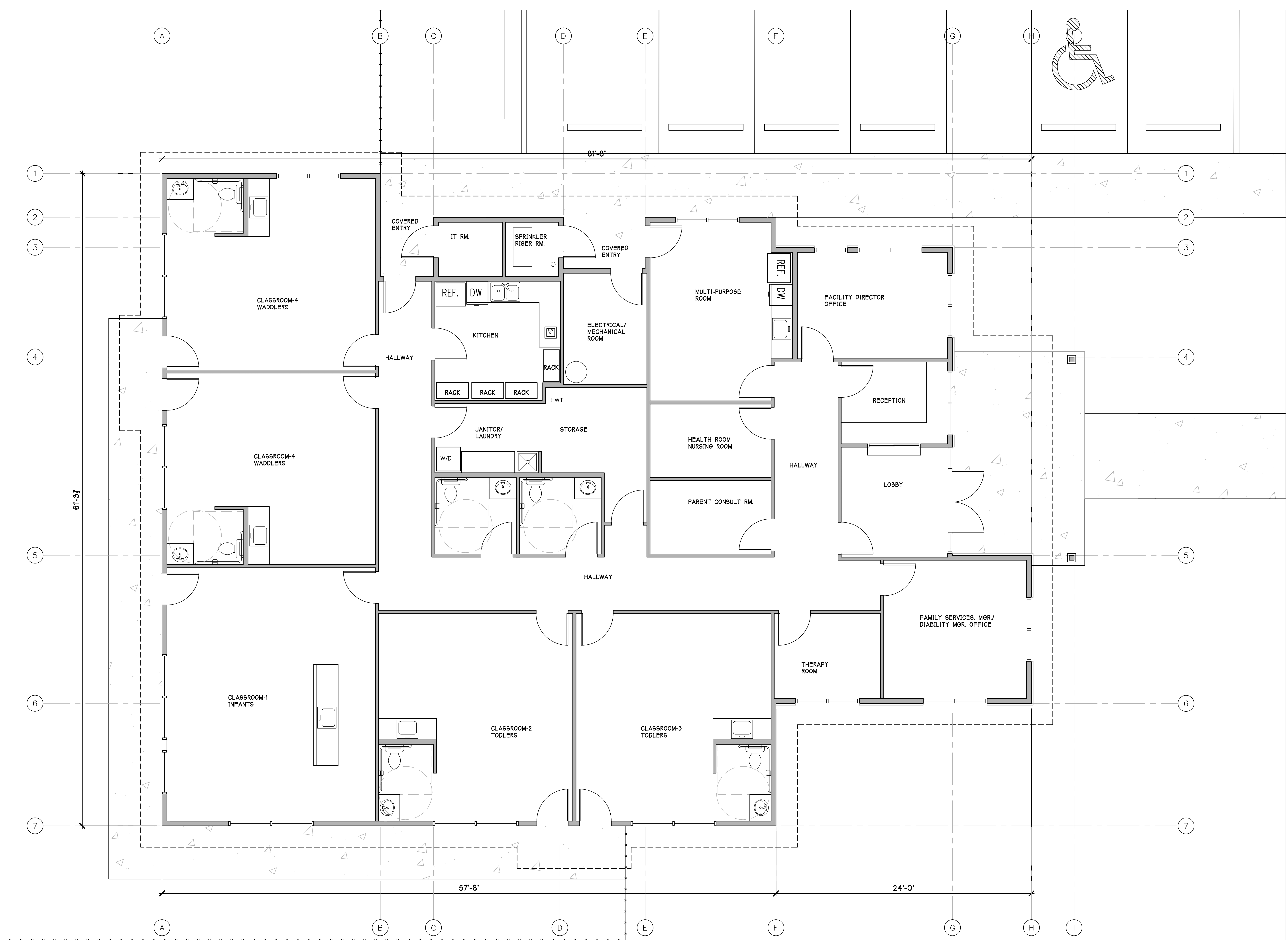
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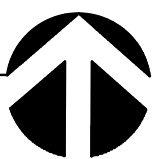
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FLOOR PLAN
4,084 S.F.

SCALE: 1/4" = 1'-0"

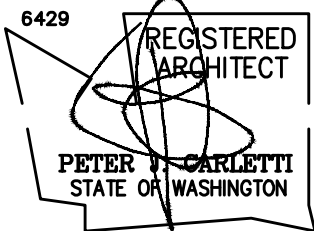


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MOUNT VERNON, WA. 98273

Phone: (360) 424-0394
Fax: (360) 424-5726



A NEW EARLY LEARNING FACILITY
SAMISH INDIAN NATION
1502 D AVENUE
ANACORTES, WA



CONTACT:
Kim McKinnon
360-726-3244

21-512
PROJECT NUMBER:

REVISIONS:
8/26/21 PRELIMINARY FLOOR PLAN
11/3/21 DRG MEETING
2/1/22 CUP SUBMITTAL

SHEET TITLE:

FLOOR PLAN

PJC
PROJECT ARCHITECT:

PJC
DRAWN BY:

PJC
CHECKED BY:

FEBRUARY 28, 2020
DATE

S:\ARCH\21\DRAWINGS\21-512 BASE
COMPUTER FILE NAME

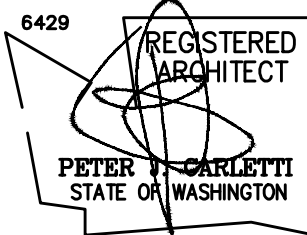
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CARLETTI ARCHITECTS P.S.
architecture & planning
116 EAST FIR STREET
SUITE A
MOUNT VERNON, WA. 98273

Phone: (360) 424-0394
Fax: (360) 424-5726

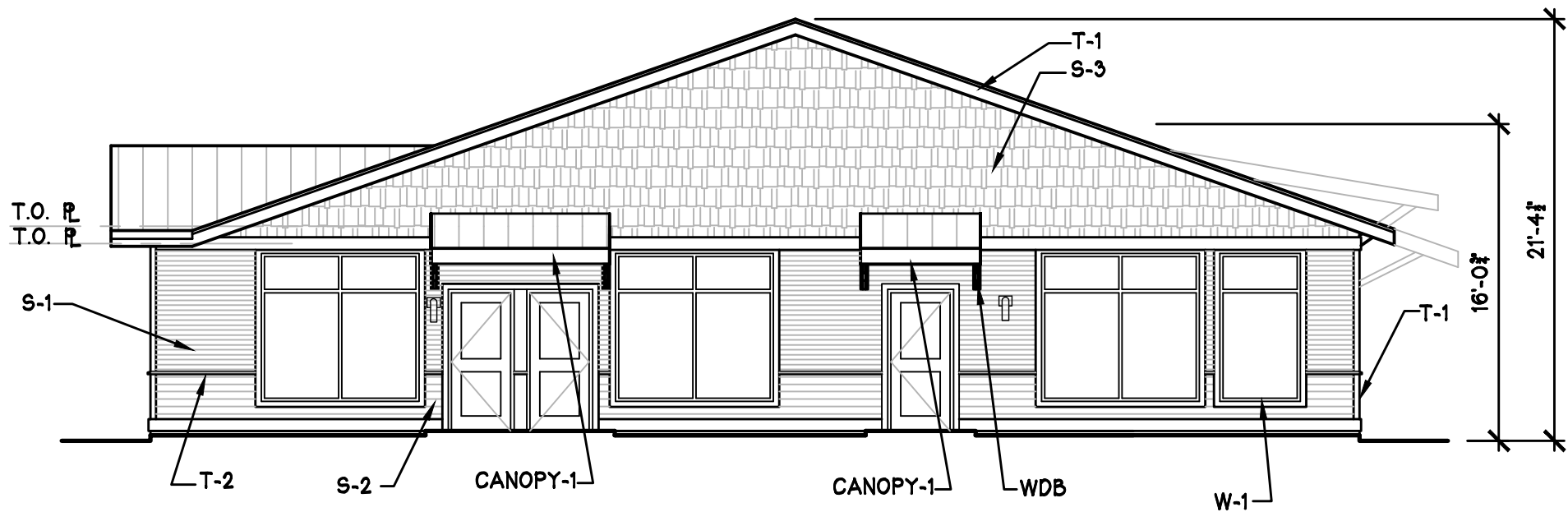


A NEW EARLY LEARNING FACILITY
SAMISH INDIAN NATION
1502 D AVENUE
ANACORTES, WA



SAMISH INDIAN NATION
CONTACT:
Kim McKinnon
360-726-3244

SIDING/ MATERIAL NUMBER	DESCRIPTION	COLOR
S-1	CEMENTITIOUS SIDING 4" EXPOSURE PAINTED	SHERWIN WILLIAMS "LIGHT GREY" SW 7052
S-2	CEMENTITIOUS SIDING 6" EXPOSURE PAINTED	SHERWIN WILLIAMS "LIGHT GREY" SW 7052
S-3	CEMENTITIOUS SHINGLES PAINTED	SHERWIN WILLIAMS "HARDWARE" SW 6172
CS-1	CULTURED STONE VENEER	CULTURED STONE DEL MARE LEDGESTONE COLOR BLACK ISLE
CS-2	PRECAST CONCETE CAP	GREY COLOR
T-1	CEDAR TRIM PAINTED	BENJAMIN MOORE "RIVER ROCK" 2139-10
T-2	CEDAR TRIM WATER TABLE PAINTED	BENJAMIN MOORE "RIVER ROCK" 2139-10
CANOPY-1	WOOD CANOPY OVERHANG	SIKENS CEDAR STAIN
M-1	METAL ROOF PANELS	DARK GREY
W-1	ALUMINUM WINDOW	BLACK ANODIZED
WDB	WOOD BRACKET/BEAM STAINED	SIKENS CEDAR STAIN
WS	LED WALL SCONCE W/ CUT OFF SHEILD	BLACK ANODIZED



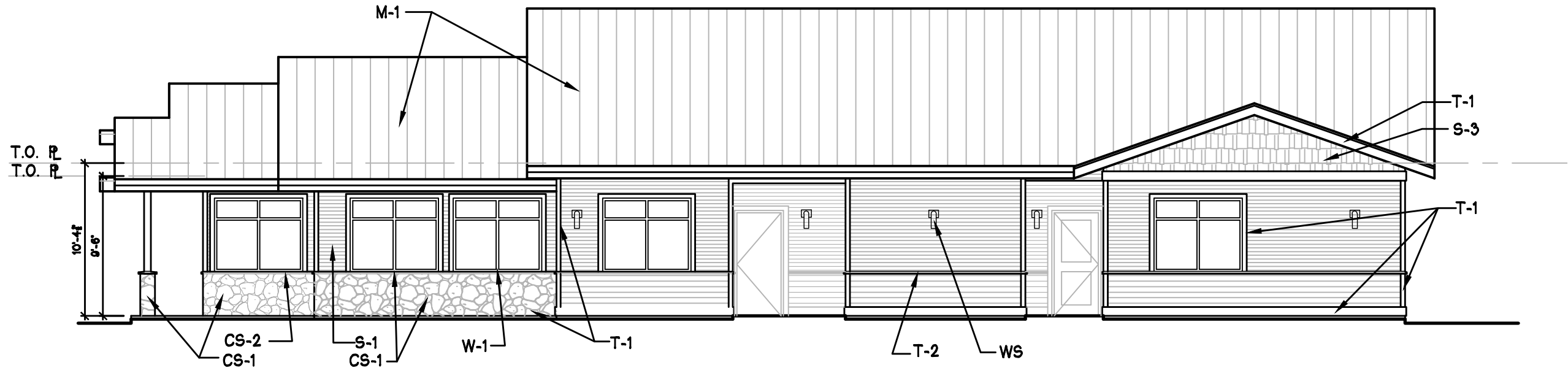
WEST ELEVATION

SCALE: 1/8" = 1'-0"



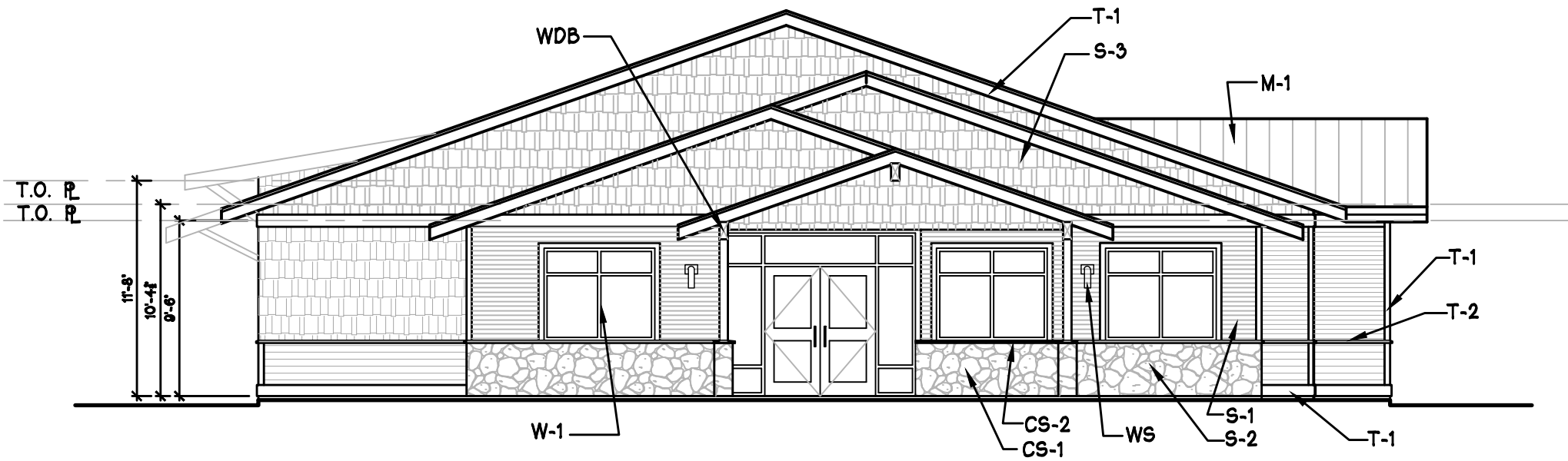
SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



NORTH ELEVATION

SCALE: 1/8" = 1'-0"



EAST ELEVATION

SCALE: 1/8" = 1'-0"

21-512
PROJECT NUMBER:

REVISIONS:
8/26/21 PRELIMINARY FLOOR PLAN
11/3/21 DRG MEETING
2/1/22 CUP SUBMITTAL

SHEET TITLE:

ELEVATIONS

PJC
PROJECT ARCHITECT:

PJC
DRAWN BY:

PJC
CHECKED BY:

FEBRUARY 28, 2020
DATE

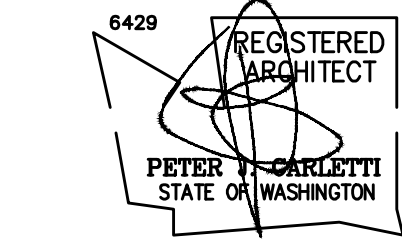
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architecture & planning
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A NEW EARLY LEARNING FACILITY
SAMISH INDIAN NATION
1502 D AVENUE
ANACORTES, WA

CONTACT:
Kim McKinnon
360-726-3244

21-512
PROJECT NUMBER:

REVISIONS:
8/26/21 PRELIMINARY FLOOR PLAN
11/3/21 DRG MEETING
2/1/22 CUP SUBMITTAL

SHEET TITLE:
RENDERING

PJC
PROJECT ARCHITECT:
PJC
DRAWN BY:
PJC
CHECKED BY:
FEBRUARY 28, 2020
DATE

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COMPUTER FILE NAME

A-3.1
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SAMISH EARLY LEARNING CENTER - RENDERING

N.T.S.



NOTICE OF APPLICATION and PUBLIC HEARING

SCAN HERE TO VIEW

All File Materials & Staff Report:



File Number: CUP-2022-0002

Owner: Samish Indian Nation

Agent(s): Kim McKinnon, Samish Indian Nation; Peter Carletti, Carletti Architects

Date of Application: February 1, 2022

Date of Completeness: February 9, 2022

Project Location: 1502 D Ave & 2201 15th Ave (P56255 / P56251)

NOTICE IS HEREBY GIVEN THAT AN APPLICATION WAS MADE FOR THE FOLLOWING PROPOSAL:

The agent on behalf of the property owner has requested a Conditional Use Permit with Site Plan Review for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley. With development, off-site improvements and parking are to be developed along D Ave, 15th Street, and 16th Street via an interlocal agreement with the City and the Tribe; said improvements would create a total of 32 on-street parking stalls. The subject property is located in the Residential Low Density 2A (R2A) zoning district.

Required Project Permits/Approvals: The following may be required in addition to the above: Commercial Building Permit; Stormwater & Drainage Approval; Right of Way Permit; Fire Sprinkler Permit; Boundary Line Adjustment (Lot Consolidation); Transportation Concurrence Review

SEPA Review: Based on the submitted application and available information, the project is exempt per [WAC 197-11-800\(1\)](#) and [AMC 18.04.120\(A\)\(3\)](#).

Public Comment Period: The joint Notice of Application and Public Hearing was published on February 23, 2022. Written comments must be submitted to the contact person listed below by **5:00 PM on March 16, 2022**.

Public Hearing: Planning Commission Open Record Public Hearing - Wednesday, **April 13, 2022, at 6:00 PM**
City Council Closed Record Decision Hearing - Monday, **April 25, 2022, at 6:00 PM**

- Virtual meeting participation instructions and connection information can be viewed here: <https://www.anacorteswa.gov/700/Meeting-Documents-and-Video>. Meeting attendance options will be posted on the applicable agenda published the week before the meeting. Hearings will be conducted in accordance with the rules of procedure adopted by the hearing body.
- Members of the public who require special assistance to participate in or access the public hearing may contact the [City Clerk](#) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

ANY PERSON HAS THE RIGHT TO RECEIVE NOTICE, PARTICIPATE IN ANY HEARINGS, REQUEST A COPY OF THE FINAL DECISION AND APPEAL THE DECISION AS PROVIDED BY LAW.

Document Availability: Application documents may be reviewed at <https://www.anacorteswa.gov/1377/Current-Projects> by clicking under "Current Planning Applications" and then opening the appropriate project file number folder. The staff report will be available for review at this location no later than 5:00 PM on April 7, 2022.

For Project Information: Emily Morgan, Senior Planner; (360) 298-4350; emilym@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Appeals: Any party with standing may appeal the decision, once made, within 14 calendar days after written notice of the decision is mailed, per the provisions in AMC 19.20.180, *Appeals*.

ADVERTISING PROOF

1215 Anderson Rd,
Mount Vernon, WA 98274
Ph. Fax: (907) 452-5054



BILLING DATE:	ACCOUNT NO:
02/11/22	45993



CITY OF ANACORTES
PO BOX 547
ANACORTES, WA 98221

NOTICE OF APPLICATION and PUBLIC HEARING

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
203071	NOTICE OF APPLICATION	02/23/22	02/23/22	2	\$178.64

File Number: CUP-2022-0002

Owner: Samish Indian Nation

Agent(s): Kim McKinnon, Samish Indian Nation; Peter Carletti, Carletti Architects

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Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
------	--------	-----------	---------------	-------	--------

Discount: \$0.00
Surcharge: \$0.00
Credits: \$0.00

Gross: \$178.64
Paid Amount: \$0.00

Amount Due: \$178.64

We Appreciate Your Business!

mit; Stormwater & Drainage Approval; Right of Way Permit; Fire Sprinkler Permit; Boundary Line Adjustment (Lot Consolidation); Transportation Concurrency Review

SEPA Review: Based on the submitted application and available information, the project is exempt per WAC 197-11-800(1) and AMC 18.04.120(A)(3).

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For Project Information: Emily Morgan, Senior Planner; (360) 298-4350; emilym@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Appeals: Any party with standing may appeal the decision, once made, within 14 calendar days after written notice of the decision is mailed, per the provisions in AMC 19.20.180, Appeals.

**Published
February 23, 2022
AA-203071**

AFFIDAVIT OF POSTING

City of Anacortes Planning, Community, & Economic Development

I, **Emily Morgan**, declare under the penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

That on **February 23, 2022**, the general notice of land use action containing the permit #, applicant name and a description of the proposal for a **CUP-2022-0002**, was posted on the subject property.

Emily Morgan

Signature

02/23/2022

Date



Land Use Permit Application - Departmental Review

Designated staff in each identified department review and comment on the permit application. Managing Planner uploads comments received from identified outside agencies and from the public during the comment period.

Application Information

Routing Date *

2/3/2022

Application Date *

2/2/2022

Managing Planner *

Emily Morgan

Planner Phone

360-298-4350

Permit Number *

CUP-2022-0002

Applicant Name *

KIM MCKINNON SAMISH INDIAN NATION

Applicant Email *

kmckinnon@samishtribe.nsn.us

Applicant Phone

(360) 726-3244

Applicant Address *

PO BOX 217 ANACORTES, WA 98221-0217

Parcel(s)

Parcel No.

56255

Parcel No.

56251

Project Name *

Samish Early Learning Center

Project Contact *

KIM MCKINNON SAMISH INDIAN NATION

Project Contact Email *

kmckinnon@samishtribe.nsn.us

Project Address *

1502 D AVE / 2201 15th AVE ANACORTES, WA 98221-2043

Project Description *

Conditional Use Permit and Type-2 Site Plan Review for a proposed 4,130 sq. ft. early learning center with site improvements

Review Type *

Type 4

**Review Type Description ***

City Council Decisions

SEPA Type *

Exempt

**Is this permit related to other current or prior permit applications? ***

☒ Yes ☐ No

Child Permits

Subordinate permits submitted for approval in conjunction with this primary permit

Permit**Description****Related Permits**

Previously approved permits related to this primary permit

Permit**Description**

PRE-2021-0050



Constuct new 4130 sq. ft. early learning center

Reviewer Selection**Comment Period (CD from NOA) ***

21

Comment Period End Date *

3/16/2022

Applicant Comment Response Due

3/23/2022

Departmental Review Required by *

Please check all City departments that must review this application. Other members of the DRG list will be notified of the application and will receive a link to view the application packet but the review process will not wait for their feedback.

- | | | |
|--|---|--|
| ☒ Building | ☒ Engineering | ☒ Fiber |
| ☒ Fire | ☐ Legal | ☐ Museum |
| ☒ Operations | ☐ Parks | ☒ Police |
| ☒ Sanitation | ☒ Streets | ☒ Water Distribution |
| ☐ WWTP | ☐ N/A | |

Outside Review

Select which outside agencies and utilities you would like to invite to comment on the application.

Type *	Agency *	Email *
County ▼	Skagit Transit ▼	bwindler@skagittransit.o
Local ▼	Anacortes School District - Assistant to ▼	tramsay@asd103.org
State ▼	Department of Archaeology & Historic I ▼	sepa@dahp.wa.gov
State ▼	Department of Commerce ▼	Reviewteam@commerce
State ▼	Department of Health ▼	SEPA.reviewteam@doh.
Utilities ▼	PSE/Intolight ▼	Lisa.kinney@pse.com
Utilities ▼	Puget Sound Energy ▼	jane.major@pse.com
Tribes ▼	Sauk-Suiattle Tribe ▼	thpo@sauk-suiattle.com
Tribes ▼	Sauk-Suiattle Tribe - Cultural Resource ▼	KJoseph@sauk-suiattle.
Tribes ▼	Skagit System Cooperative ▼	swalsh@skagitcoop.org
Tribes ▼	Skagit System Cooperative - Environm ▼	nkammer@skagitcoop.o
Tribes ▼	Stillaguamish - Historic Preservation ▼	THPO@stillaguamish.co
Tribes ▼	Swinomish Tribe ▼	jpeters@swinomish.nsn.
Tribes ▼	Swinomish Tribe - Historic Preservation ▼	THPO@swinomish.nsn.u

Tribes ▼	Swinomish Tribe - Planning & Transit ▼	permits@swinomish.nsn
Tribes ▼	Upper Skagit Tribe ▼	sschuyler@UPPERSKAGIT

Reviewer Comments

Application is *

☒ Complete ☐ Voided

Comments due by:

3/16/2022

Staff Comments

Enter your comments in the blank row below, or click Next Reviewer to create a new row for your remarks. You may Upload Word or PDF files with your remarks.

Commenter	Dept	Comments	Upload
Koegel, Matt ▼	Sanitation	Follow the City of Anacortes dumpster pad specs, if dumpster requested.	Upload ✕
Nemeth, Terry ▼	Water	Hydrant will need to be abandoned and a new one installed on the low pressure zone. Any unused services will need to be abandoned at the main.	Upload ✕
Fuller, Chris ▼	Police	keep city streets clear and free of heavy equipment/people that would impede the flow of traffic, unless traffic control personnel are being utilized.	Upload ✕
Frisinger, Rob ▼	Building	Building has no concerns at this time.	Upload ✕
Kennedy, Jacl ▼	Fire	No concerns at this time. Full review will be required prior to issuance of building permit.	Upload ✕
Lowry, Brandc ▼	Streets	Streets has no concerns	Upload ✕

[Next Reviewer](#)

Agency Comments

Commenters will automatically be emailed notification of the decision.

Commenter	Commenter Email	Comment
		Upload
Add another agency commenter		

Public Comments

Commenters will automatically be emailed notification of the decision.

Commenter	Commenter Email	Comment
		Upload
Add another public commenter		

Comments

All Comments Complete

Void Application, Return Unspent Fees

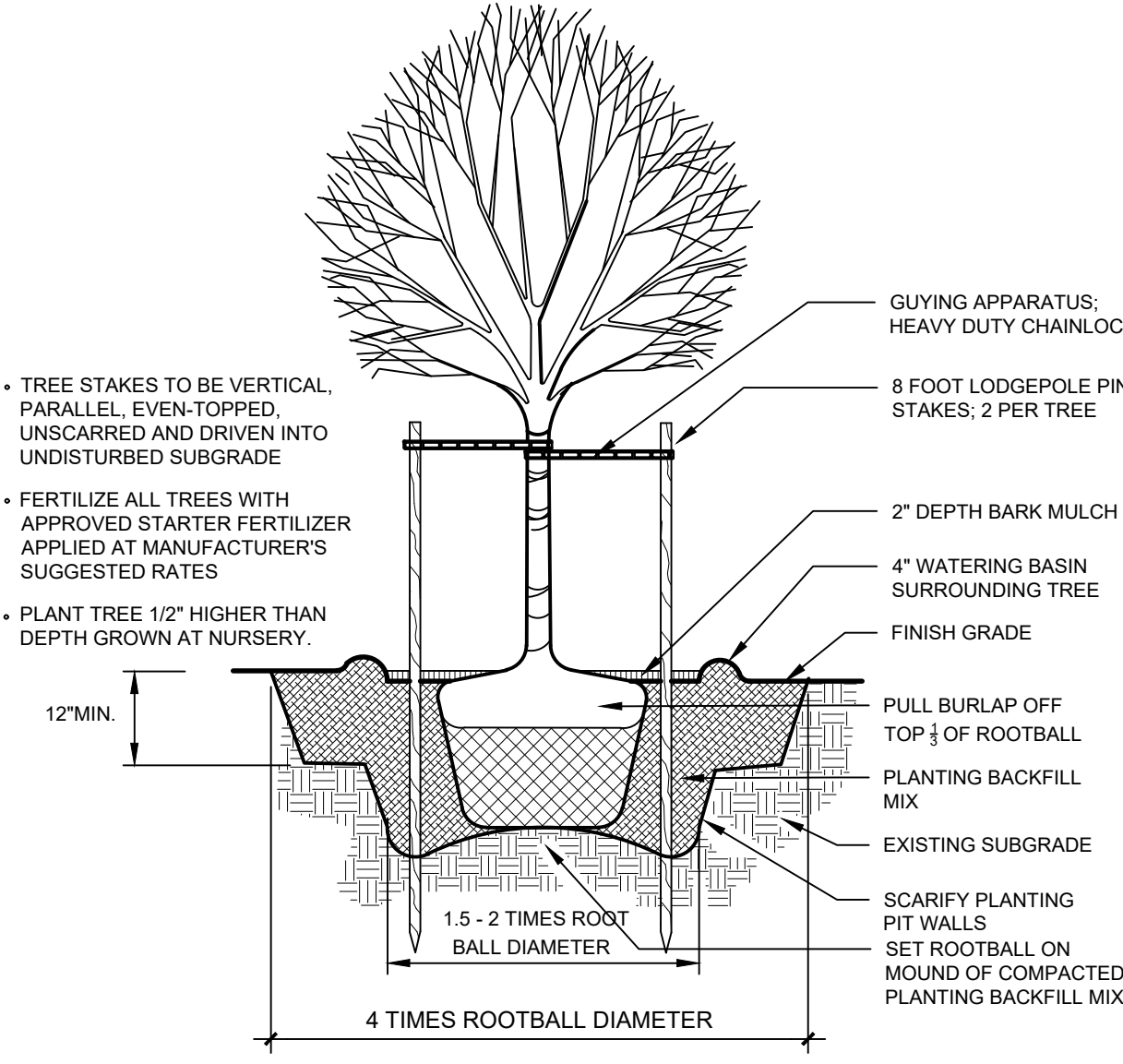


PLANTING PLAN
1" = 16'-0" (CHECK SCALE BAR FOR ACCURACY)

Landscape Statistics - COA		
	Lot 1 (south)	Lot 2 (north)
GROSS ACREAGE	14,927	5,971
Landscape Area Required (20%)	2,985	1,194
Landscape Area Provided	3004 (21%)	1842 (30%)
PARKING LOT LANDSCAPE (SF)	4,576	
Landscape Area Required (5% parking area)	229	
Provided	> 960	
Number of Trees Required (1/50 sf)	2	
Number of Trees Provided	4	
STREET FRONTAGE	2" caliper approved tree every 30' o.c. required	provided per code.

GENERAL NOTES

- ALL WORK SHALL BE PERFORMED BY PERSONS FAMILIAR WITH THIS KIND OF WORK AND UNDER THE SUPERVISION OF A QUALIFIED FOREMAN.
- ALL PLANT MATERIAL SIZES AND QUALITY TO CONFORM TO AMERICAN ASSOC. OF NURSERYMEN, AMERICAN STANDARD FOR NURSERY STOCK, MOST RECENT PUBLISHED.
- PLANT LOCATIONS ON THE PLANS ARE DIAGRAMMATIC AND MAY BE SUBJECT TO ADJUSTMENT IN THE FIELD BY THE LANDSCAPE CONTRACTOR.
- ALL PLANT MATERIAL SHALL BE OF NURSERY STOCK AND SHALL BE OF THE TYPE, SIZE AND CONDITION SPECIFIED. THE PLANT MATERIAL SHALL EXHIBIT NORMAL HABITS OF GROWTH FOR THE SPECIES, SHALL HAVE BUDS INTACT AND SHALL BE FREE OF DISEASE, INSECTS, SCARS, BRUISES, BREAKS, SEED AND WEED ROOTS.
- MINIMUM TOPSOIL DEPTH TO BE 6 INCHES. SEE NOTES THIS SHEET FOR ADDITIONAL TOPSOIL DEPTH AND SPECIFICATION.
- MEDIUM BARK MULCH IS TO BE INSTALLED AT ALL NEW PLANTING AREAS WITH A MINIMUM OF 2 INCHES.
- ALL LANDSCAPE AREAS SHALL HAVE PLANTING BACKFILL AMENDED WITH A TRANSPLANT AMENDMENT (SUPERTHRIVE OR EQUAL) APPLIED AT MANUFACTURES RECOMMENDED RATE.
- LANDSCAPE CONTRACTOR SHALL VERIFY LOCATION OF ALL SITE UTILITIES PRIOR TO LANDSCAPE IMPLEMENTATION. PLANT LOCATIONS MAY BE ADJUSTED TO AVOID CONFLICT.
- LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT EXISTING SITE IMPROVEMENTS, PAVING, WALLS, AND UNDERGROUND UTILITIES. DAMAGE SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT NO ADDITIONAL COST.
- PLANT COUNT IS FOR THE CONTRACTOR'S CONVENIENCE; IF THERE IS A DISCREPANCY, THE PLAN SHALL GOVERN. ACTUAL PLANT QUANTITIES TO BE DETERMINED BY REQUIRED PLANT SPACING.
- ALL AREAS TO BE PLANTED WITH GROUNDCOVER ARE INDICATED ON THE PLAN WITH A HATCH PATTERN. SEE PLANT LIST FOR PLANT TYPE, SIZE, AND SPACING.
- SUBSTITUTION OF PLANT VARIETIES DUE TO LACK OF AVAILABILITY SUBJECT TO APPROVAL BY THE OWNERS REPRESENTATIVE AND CITY.
- ALL DIMENSIONS ARE ASSUMED TO BE PARALLEL OR PERPENDICULAR UNLESS OTHERWISE NOTED.
- ALL SOIL GRADES TO BE A MINIMUM SIX INCHES BELOW ADJACENT FINISH FLOOR ELEVATIONS UNLESS NOTED OTHERWISE. ALL GRADES ADJACENT TO A BUILDING SHALL HAVE A MAXIMUM SLOPE OF 5% 3' FROM FOUNDATION.
- ALL GRADES, DIMENSIONS AND EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT.
- AUTOMATED IRRIGATION SYSTEM WILL BE PROVIDED.
- BASEMAP PROVIDED BY CARLETTI ARCHITECTS, MOUNT VERNON, WA



1 | TYPICAL PLANTING DETAILS
L-1 | NO SCALE

CITY OF ANACORTES

Planning, Community, & Economic Development

Date Received:

02/01/2022

CUP-2022-0002

PRELIMINARY PLANT SCHEDULE			
TREES	BOTANICAL NAME	COMMON NAME	SIZE
	Betula nigra	River Birch	2" Cal.
	Carpinus japonica	Japanese Hornbeam	2" Cal.
	Chamaecyparis nootkatensis 'Green Arrow'	Green Arrow Nootka Cypress	7' Ht.
	Ginkgo biloba 'Autumn Gold' TM	Autumn Gold Maidenhair Tree	2" Cal.
	Liquidambar styraciflua 'Fastigiata'	Sweetgum 'Fastigiata'	2" Cal.
	Ulmus americana 'New Horizon'	New Horizon American Elm	2" Cal.
SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE
	Acer circinatum	Vine Maple	5 gal.
	Buddleja x 'Purple Haze'	Lo & Behold Purple Butterfly Bush	2 gal.
	Camellia sasanqua 'Green 01-006' TM	October Magic Carpet Camellia	2 gal.
	Chamaecyparis obtusa 'Gracilis'	Slender Hinoki Cypress	5 gal.
	Cornus stolonifera 'Kelsey'	Kelsey Dogwood	2 gal.
	Forsythia x intermedia 'Fiesta'	Fiesta Forsythia	2 gal.
	Gaultheria shallon	Salal	2 gal.
	Ilex glabra	'Gem Box' Inkberry Holly	2 gal.
	Mahonia repens	Creeping Mahonia	2 gal.
	Philadelphus x 'Snow Dwarf'	Snow Dwarf Mock Orange	5 gal.
	Pieris japonica 'Cavatine'	Lily of the Valley Bush	2 gal.
	Pinus thunbergii 'Yatsubusa'	Dwarf Japanese Black Pine	2 gal.
	Prunus laurocerasus 'Otto Luyken'	Luykens Laurel	2 gal.
	Rhododendron schlippenbachii	Royal Azalea	5 gal.
	Rhododendron x 'Ramapo'	Ramapo Rhododendron	2 gal.
	Ribes sanguineum 'King Edward VII'	Red Flowering Currant	2 gal.
	Spiraea japonica 'Nana'	Dwarf Japanese Spirea	2 gal.
	Thuja occidentalis 'Emerald'	Emerald Arborvitae	5' Ht.
	Viburnum davidii	David Viburnum	2 gal.
	Viburnum plicatum tomentosum 'Shasta'	Shasta Japanese Snowball	2 gal.
	Weigela florida 'Midnight Wine' TM	Weigela	2 gal.
PERENNIALS	BOTANICAL NAME	COMMON NAME	SIZE
	Astilbe chinensis 'Pumila'	Dwarf Pink Astilbe	1 gal.
	Carex oshimensis 'Everoro'	Everoro Japanese Sedge	1 gal.
	Hemerocallis x	Hybrid Daylily	1 gal.
	Heuchera x 'Black Beauty'	Coral Bells	1 gal.
	Lavandula dentata	French Lavender	1 gal.
	Polystichum munitum	Western Sword Fern	1 gal.
	Trillium ovatum	Coast Trillium	1 gal.
GROUND COVERS	BOTANICAL NAME	COMMON NAME	SIZE
	Arctostaphylos uva-ursi	Kinnikinnick	6"
SOD/SEED	BOTANICAL NAME	COMMON NAME	SIZE
	Grass Sod Locally Proven	Turf	sod

CITY OF ANACORTES

PLANNING APPROVAL

APPROVED BY: Emily Morgan

DATE: 04.01.2022

PCED CONDITONS:

TYPE C LANDSCAPE BUFER ALONG WESTERN PROPERTY LINE SHALL BE INSTALLED ON THE EAST SIDE OF THE PROPOSED FENCE UNLESS ADJACENT PROPERTY OWNER ALLOWS THE REQUIRED PLANTINGS TO BE INSTALLED ON THEIR PROPERTY. A SIGNED EASEMENT AGREEMENT, INCLUDING MAINTENANCE RESPONSIBILITIES SHALL BE RECORDED PRIOR TO FINAL OCCUPANCY OF THE PROPOSED FACILITY.

SITE PLAN NOTES:

1. CONNECT ALL DOWNSPOUTS TO PVC TIGHTLINES AND CONNECT TO STORM DRAINAGE SYSTEM PER CIVIL DRAWINGS.
2. SEE CIVIL DWGS FOR GRADING, DRAINAGE, AND UTILITY PLANS
3. VERIFY LOCATIONS OF EXISTING POWER, SEWER, AND WATER LINES PRIOR TO CONSTRUCTION
4. CONTRACTOR TO VERIFY ALL EXISTING GRADES AND PROPERTY LINES
5. PROVIDE AND INSTALL CONDUIT AND POWER FROM POWER POLE AND TELEPHONE/ DATA SERVICE TO BUILDING TYP.
6. STRIPE ALL STALLS AS SHOWN. DO NOT NUMBER STALLS
7. PROVIDE AND INSTALL GAS PIPING TO BUILDING AS REQD FOR SERVICE.
8. REFER TO CIVIL DRAWINGS FOR ALL SITE DIMENSIONS AND BUILDING LOCATIONS TYPICAL.
9. REFER TO LANDSCAPE DRAWINGS FOR ALL LANDSCAPE REQUIREMENTS, LOCATIONS, AND QUANTITIES.
10. ELECTRICAL CONTRACTOR TO PROVIDE SHOEBOX TYPE LUMINAIRE, POLE MOUNTED, SUITABLE FOR WET LOCATIONS.

PARCEL NUMBER P56255 1502 D AVENUE 3772-207-020-0007
TAX ID NUMBER P56251 2201 15TH AVENUE 3772-207-020-0007
SECTION 24 TOWNSHIP 35 RANGE 01

LEGAL DESCRIPTION

1502 D AVENUE
LOTS 16 THROUGH 20, INCLUSIVE, BLOCK 207, MAP OF THE CITY OF ANACORTES, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#202005010007

2201 15TH AVENUE
LOTS 1, 2 AND THE EAST FIVE FEET OF LOT 3, BLOCK 207, MAP OF THE CITY OF ANACORTES, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#202005010007

ZONING

R2A REQUIRES A TYPE II LAND USE PERMIT AND CUP FOR A DAYCARE TYPE II

SETBACKS

FRONT D AVENUE: 20'
ALLEY INTERIOR SIDE: 5'
SIDE 15TH STREET: 10'
SIDE 16TH STREET: 10'
REAR: 20'

BUILDING HEIGHT

MAXIMUM HEIGHT ALLOWED 35'
MAXIMUM PROPOSED BUILDING HEIGHT 16'-0" TO MID POINT
21'-4" TO TOP OF RIDGE

SITE PLAN/ DESIGN REVIEW

-REQUIRED PER 19.30 OF CITY OF ANACORTES MUNICIPAL CODE
-INCLUDING THE PROVISIONS AS FOLLOWS PER 19.30.040

REVIEW CRITERIA:
-ZONING
-COMMUNITY DESIGN
-PROJECT DESIGN
-ENVIRONMENTAL DESIGN

BUILDING SQUARE FOOTAGE

FIRST FLOOR DAYCARE 4,084 S.F.

MAXIMUM LOT COVERAGE

40% FOR BUILDINGS
LOT 1 SOUTH SIZE: 14,927 SF
LOT COVERAGE ALLOWED 40%: 5,971 SF
4,484 SF < THAN 5,971 S.F. OKAY

LOT 1 SOUTH EXISTING IMPERVIOUS:
BUILDINGS: 2,900 S.F.
GRAVEL: 9,755 S.F.
12,655 S.F.

PROPOSED BUILDING IMPERVIOUS (BUILDING FOOTPRINTS) 4,130 SF
PROPOSED BUILDING IMPERVIOUS (PLAY AREA FOOTPRINT) 400 SF
4,530 SF

PROPOSED ASPHALT IMPERVIOUS SURFACES 1,694 SF
PROPOSED CONCRETE IMPERVIOUS SURFACES 1,680 SF
3,374 SF

TOTAL IMPERVIOUS 7,904 SF
PROPOSED LANDSCAPE AREA 7,023 SF
7,023 SF OR 47% > 20% REQUIRED [OK] 14,927 SF

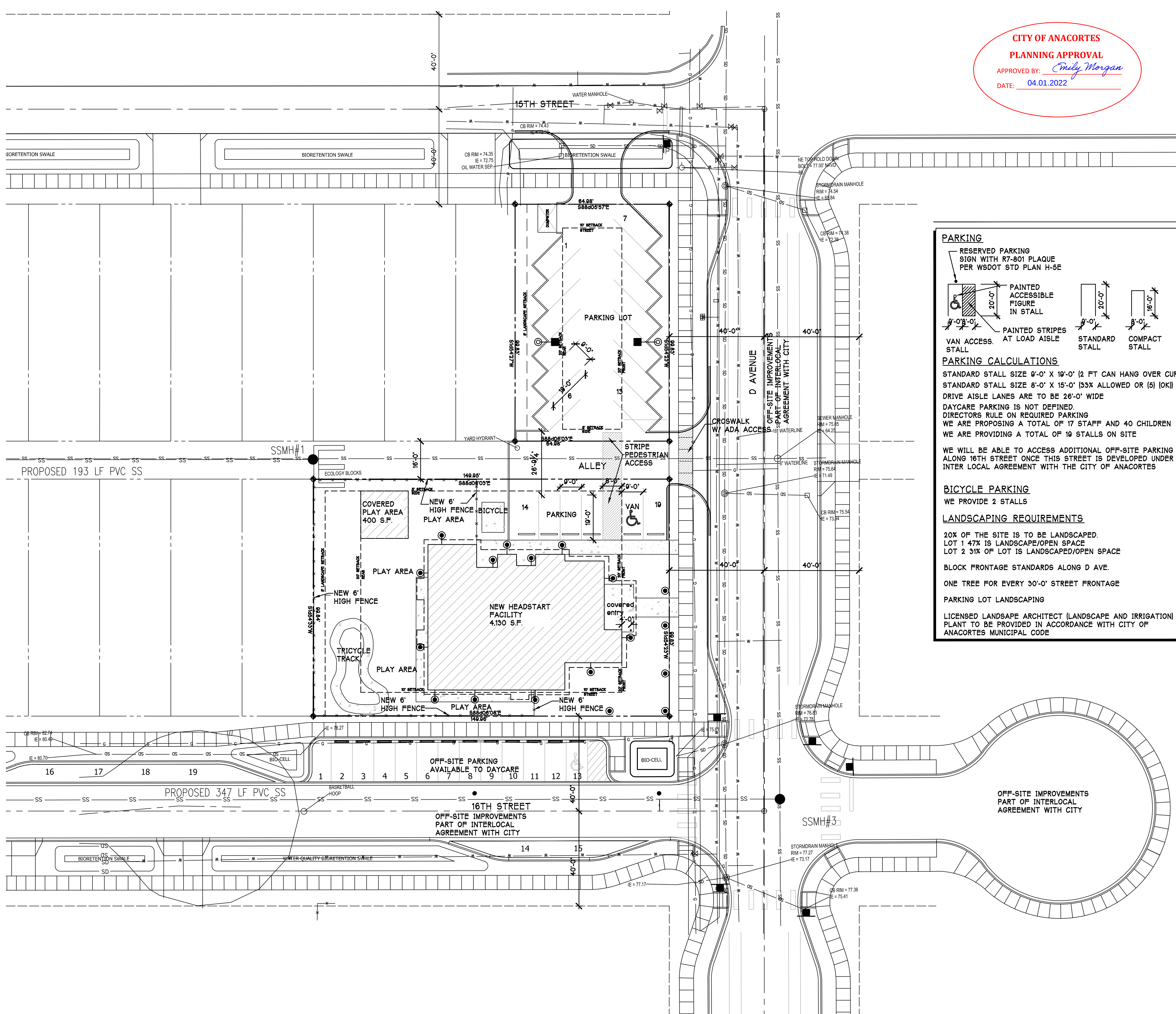
LOT 2 NORTH EXISTING IMPERVIOUS:
BUILDINGS: 1,007 S.F.
GRAVEL: 2,195 S.F.
3,202 S.F.

SITE COVERAGE

LOT 2 NORTH SIZE: 5,971 SF
PROPOSED ASPHALT IMPERVIOUS SURFACES 4,129 SF
PROPOSED LANDSCAPE AREA 1,842 SF
1,842 SF OR 31% > 20% REQUIRED [OK] 5,971 SF

LEGEND:

- NEW CONCRETE SIDEWALK
- NEW BUILDING
- SITE LIGHT PER ELECTRICAL
- LED WALL SCONCE W/ CUT OFF SHEILD PER ELECTRICAL
- DECORATIVE SITE PEDESTRIAN SCALE LIGHT PER ELEC.
- EXTRUDED CURB PER CIVIL
- CAST CURB/ GUTTER PER CIVIL



CITY OF ANACORTES

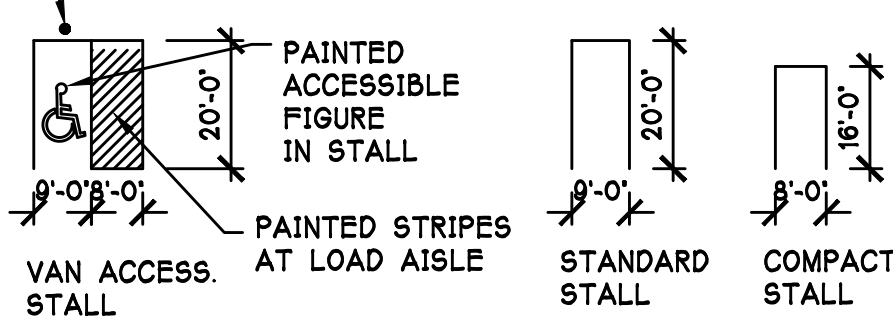
PLANNING APPROVAL

APPROVED BY: Emily Morgan

DATE: 04.01.2022

PARKING

RESERVED PARKING SIGN WITH R7-801 PLAQUE PER WSDOT STD PLAN H-5E



PARKING CALCULATIONS

STANDARD STALL SIZE 8'-0" X 19'-0" (2 FT CAN HANG OVER CURB)
STANDARD STALL SIZE 8'-0" X 15'-0" (33% ALLOWED OR (5) [OK])
DRIVE AISLE LANES ARE TO BE 26'-0" WIDE
DAYCARE PARKING IS NOT DEFINED.
DIRECTORS RULE ON REQUIRED PARKING
WE ARE PROVIDING A TOTAL OF 17 STALLS AND 40 CHILDREN
WE ARE PROVIDING A TOTAL OF 10 STALLS ON SITE

WE WILL BE ABLE TO ACCESS ADDITIONAL OFF-SITE PARKING ALONG 16TH STREET ONCE THIS STREET IS DEVELOPED UNDER AN INTER LOCAL AGREEMENT WITH THE CITY OF ANACORTES

BICYCLE PARKING

WE PROVIDE 2 STALLS

LANDSCAPING REQUIREMENTS

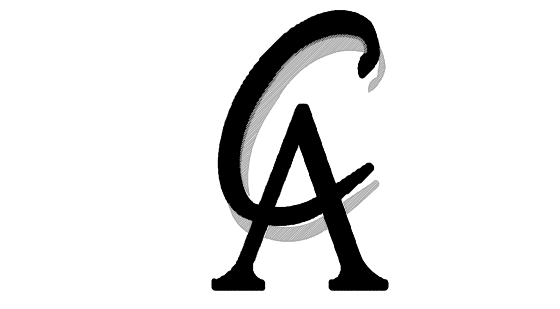
20% OF THE SITE IS TO BE LANDSCAPED.
LOT 1 47% IS LANDSCAPE/OPEN SPACE
LOT 2 31% OF LOT IS LANDSCAPED/OPEN SPACE

BLOCK FRONTAGE STANDARDS ALONG D AVE.

ONE TREE FOR EVERY 30'-0" STREET FRONTAGE

PARKING LOT LANDSCAPING

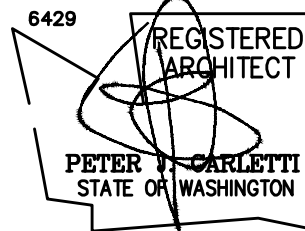
LICENSED LANDSCAPE ARCHITECT (LANDSCAPE AND IRRIGATION) PLANT TO BE PROVIDED IN ACCORDANCE WITH CITY OF ANACORTES MUNICIPAL CODE



CARLETTI ARCHITECTS P.S.
architecture & planning

116 EAST FIR STREET
SUITE A
MOUNT VERNON, WA. 98273

Phone: (360) 424-0394
Fax: (360) 424-5726



A NEW EARLY LEARNING FACILITY
SAMISH INDIAN NATION
1502 D AVENUE
ANACORTES, WA



CONTACT:
Kim McKinnon
360.726.2983

21-512
PROJECT NUMBER:

REVISIONS:

8/26/21 PRELIMINARY SITE
11/3/21 DRG MEETING
2/1/22 CUP SUBMITTAL

SHEET TITLE:

SITE PLAN

PJC
PROJECT ARCHITECT:

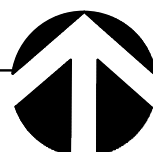
PJC
DRAWN BY:

PJC
CHECKED BY:

FEBRUARY 28, 2020
DATE

S:\ARCH\21\DRAWINGS\21-512 BASE
COMPUTER FILE NAME

SCALE: 1"=20'-0"



A=1.1

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Parties of Record List

*Per AMC 19.20.140, parties of record may participate in the closed record decision hearing.
Facts outside of the record are not allowed*

Closed Record Decision Hearing

CUP-2022-0002 – Samish Early Learning Center

- Kim McKinnon, Project Applicant – Samish Indian Center
- Peter Carletti, Project Agent—Carletti Architects
- Matt Koegel—COA Sanitation
- Terry Nemeth—COA Water
- Chris Fuller—COA Police
- Rob Frisinger—COA Building
- Jack Kennedy—COA Fire
- Brandon Lowry—COA Streets

City Council

Closed Record Decision Hearing

April 25th @ 6:00 PM

Emily Morgan

Senior Planner



CUP-2022-0002

Samish Early Learning Center

1502 D Ave / 2201 15th Street

REQUEST:

Seeking a Conditional Use Permit with Site Plan Review for the construction of an early learning center for the Samish Indian Nation. The project proposes the construction of a 4,130 sq. ft. early learning facility with a 400 sq. ft. covered play area on the southern lot with a new 19-stall staff parking lot located on the adjacent lot north of the alley.

PROJECT CONTACTS:

Kim McKinnon, Samish Indian Nation

Peter Carletti, Carletti Architects



Project History

**Demolition Permits
Issued**
July 28, 2021

**Pre-Application
Meeting**
November 30, 2021

**Neighborhood
Meeting**
January 20, 2022

**CUP Application
Submitted**
February 1, 2022

**Application
Deemed Complete**
February 9, 2022

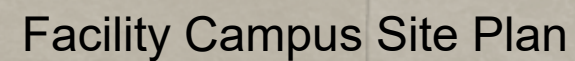
**Notice of
Application &
Hearing**
February 23, 2022

**Comment Period
Ends**
March 16, 2022

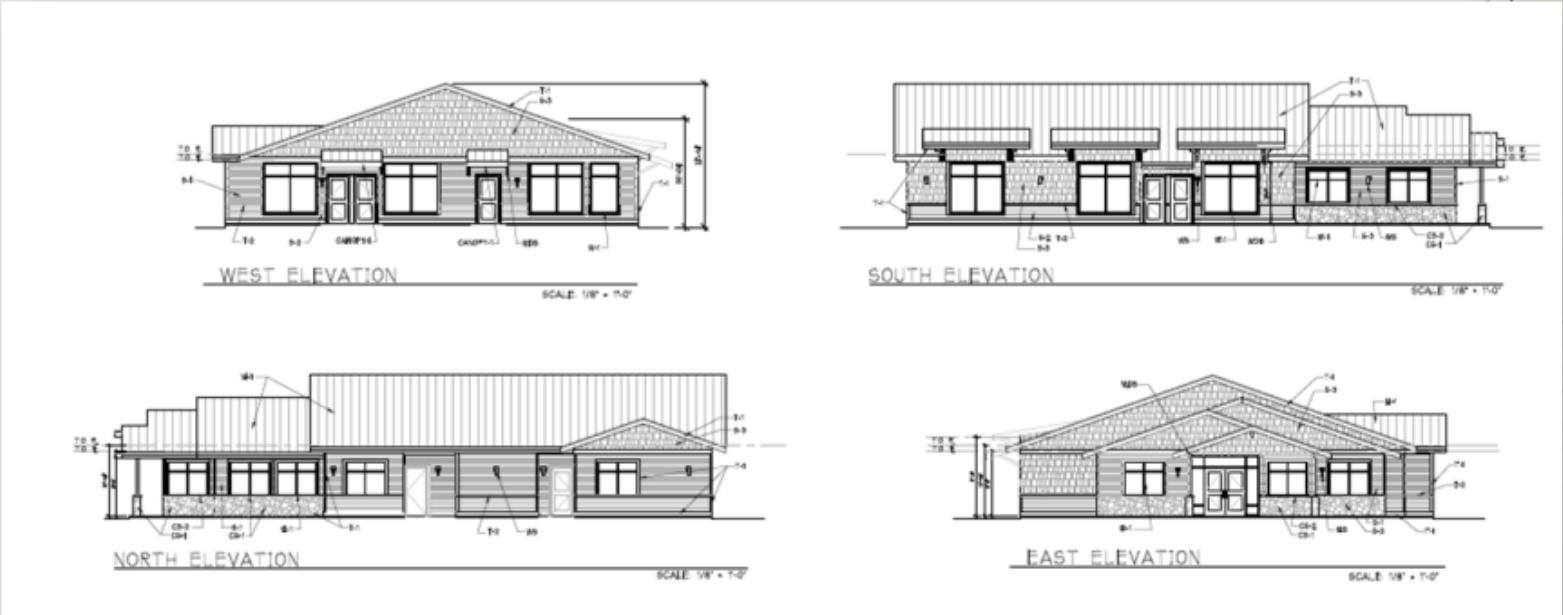
**Planning
Commission
Meeting & Public
Hearing**
April 13, 2022



Proposed Facility Floor Plan



Landscape Plan



Proposed Building Elevations



CONDITIONAL USE PERMIT - AMC Chapter 19.36

19.41.040 Principal uses permitted in residential zones.									
Principal Use	R1	R2	R2A	R3	R3A	R4	R4A	OT	Reference
COMMERCIAL									
Day Care, as listed below									AMC 19.44.010(A)
Day care I facilities	P	P	P	P	P	P	P	P	AMC 19.44.010(B)
Day care II facilities			C	C	C	P	C	C	AMC 19.44.010(B)

- **Project Site Zoning:**
Residential Low Density 2A
- According to AMC Table 19.41.040, the proposed **Day Care II** facility requires a Conditional Use Permit.
- CUPs for **Day Care IIs** are required to meet criteria of AMC 19.36.040 and AMC 19.44.010(B).

Project Takeaways

**Day Care
Is are
permitted
in the R2A
zoning with
a CUP**

**The new
facility meets
the CUP and
Site Plan
Review criteria**

**Required
landscaping
and frontage
improvements
would be
completed
prior to
occupancy**

**Drop-off &
pick-up
would be
through the
alley and
new parking
lot**

**All staff
would
have off-
street
parking
spaces**

**No public
comments
were received**



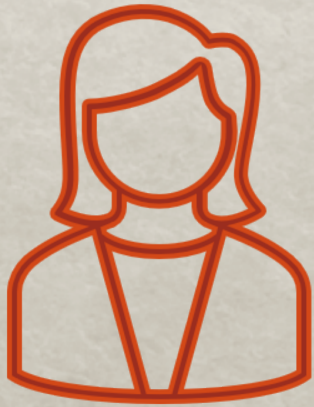
Staff Recommended Conditions of Approval

- #2.2** The Type C landscape buffer along the western property line shall be installed on the east side of the proposed perimeter fence unless the adjacent property owner allows the required buffer landscaping to be installed on their property. A signed easement agreement, including maintenance responsibilities, shall be recorded prior to final occupancy of the proposed facility.



PLANNING COMMISSION RECOMMENDATION

APPROVAL of CUP-2022-0002, subject to staff's recommended conditions in the staff report, dated April 4, 2022.



STAFF RECOMMENDATION

Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission **recommend approval** of the Conditional Use Permit subject to the proposed Conditions of Approval



Hearing and Deliberation



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 8.a.

Agenda Item Title: Skagit 911 Interlocal Agreement

Staff Contact(s): JACK KENNEDY

Approved for Submittal to Council by **Action Type**

JACK KENNEDY

Presentation

Bill Harris

Item Summary: Presentation on upcoming 911 Board of Directors action.

Budget Impact:

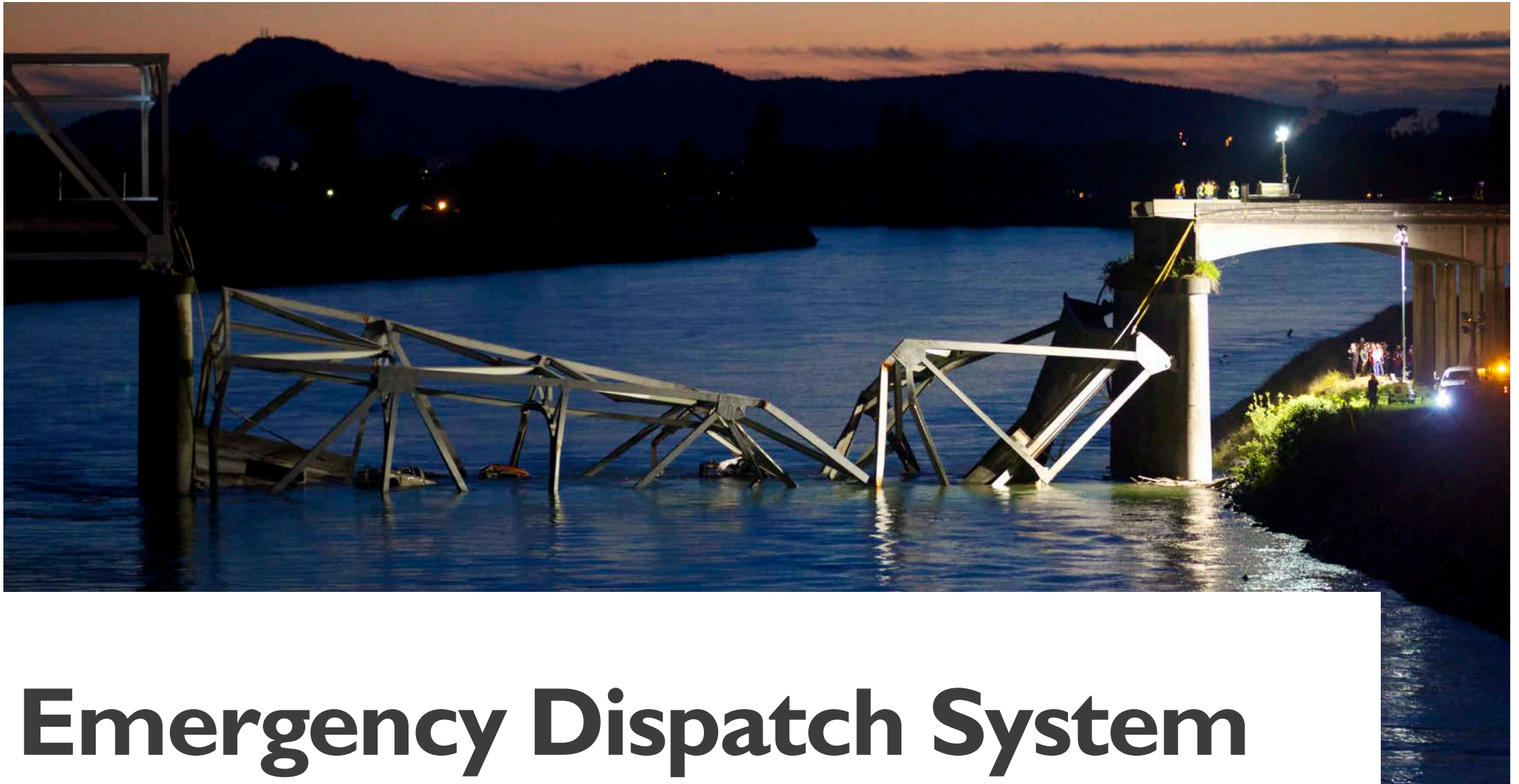
Previous Action:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. Skagit 911 Additional 1/10th Sales Tax Presentation
2. Skagit 911 ILA - edits 12-8-21
3. Amendment to ILA v2 redline
4. 4E. Funding Model 2022 V2 - 3.4 COLA Radio Tech No capital 36 disp
5. ER&R-Schedule-061316-v8
6. New ER-R Schedule



Emergency Dispatch System

April 2022 ● Helen Rasmussen, Director

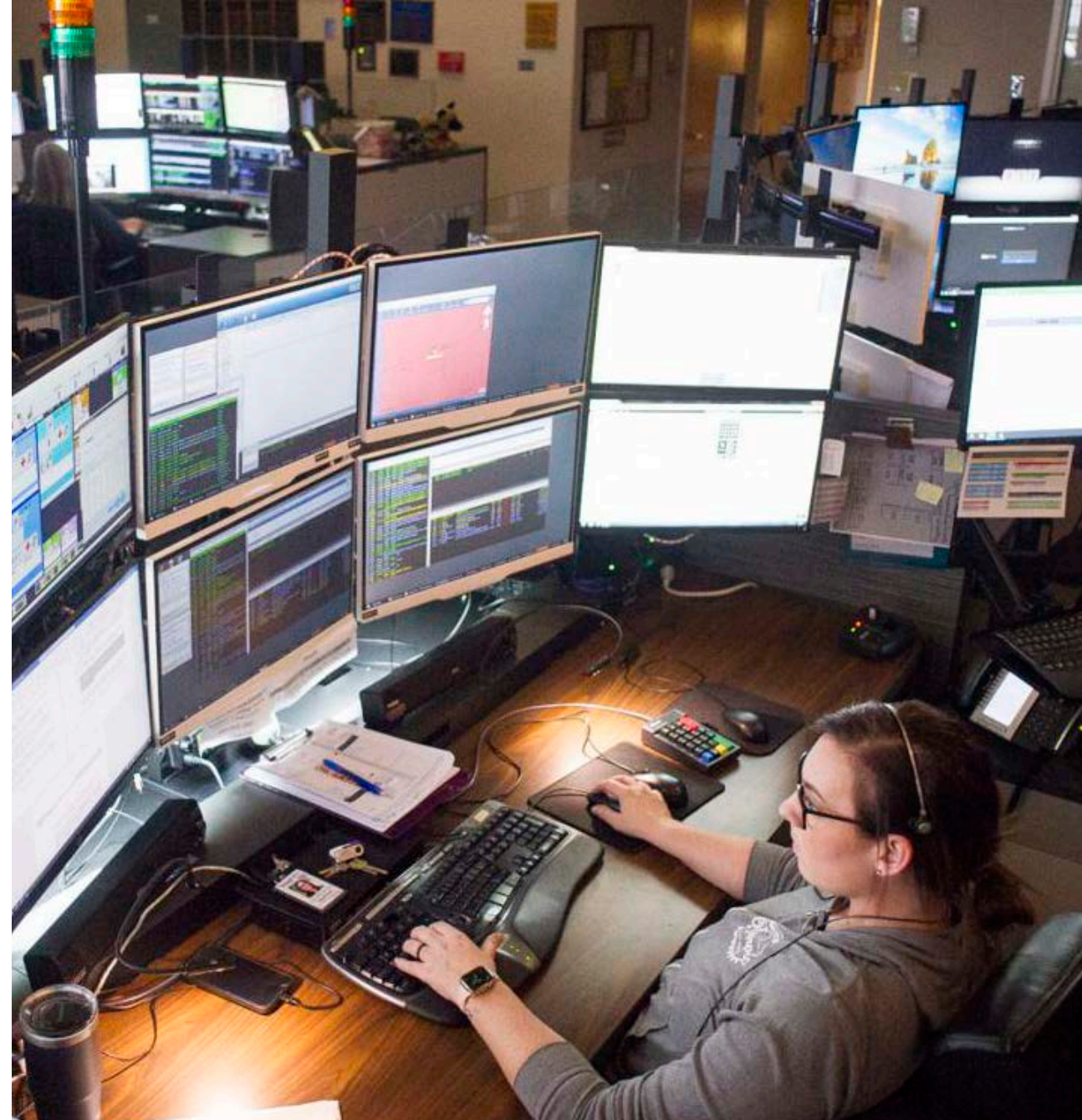
9-1-1

*The first number you
call in an emergency*

Skagit 911 dispatches all calls in Skagit
County for all (in Skagit County):

- Fire Municipalities and Districts
- Emergency Medical Service
- Law Enforcement
- Disaster Agencies

*Dispatchers process an average
of 230,000 calls a year*



Skagit 911

Respect...

Skagit 911 covers 1,731 miles and serves 132,000 residents

- *A 26% population increase compared to 2002*

Skagit 911 provides family-wage jobs to 45 people

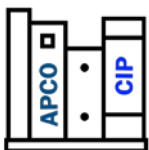


Skagit 911

Good Steward of Public Funds



Skagit 911 operates under a balanced budget and has limited reserves for emergencies. It has passed all its independent audits by the state and actively applies for grants to make tax dollars stretch further.



Skagit 911 has completed a **critical assessment** and **draft capital improvement plan**, intended to guide spending decisions and identified issues with:

- Cybersecurity threats
- Outdated technology and equipment
- Facility needs

SKAGIT 911 IS FUNDED BY:

- A one-tenth of one percent sales tax
- A 911 tax on phone bills
- User agency fees



Skagit 911

The current systems do not meet the needs of first responders

- There is **no radio coverage in some parts** of the county and the system needs added capacity to serve first responders.
- Some of the technology and equipment used by Skagit 911 is outdated. All **critical systems require upgrades** to protect 911 from cybersecurity attacks, such as occurred in Kitsap County.
- Skagit 911 needs **more space to add additional call takers and dispatchers** to efficiently manage the growing workload.

These public safety improvements to the 911 system require additional funding to complete.



2022-2032 Capital Improvement Plan

Skagit 911 engages in several activities to assess and plan for the short- and long-term needs of our public safety community

The Capital Improvement Plan (CIP) represents Skagit 911's strategy to provide a comprehensive and resilient public safety emergency communications system. The projects listed in this plan are necessary improvements but have no funding source. In the past, Skagit 911 budgeted approximate \$200k each year for capital improvement. This \$200k is currently being used to pay off a 1.4 million bank loan for critical public safety upgrades listed in the previous CIP.

It all starts with 911

PROJECT NAME	COST
911 Back-Up Facility and Technology	\$900k
Radio System Core Dynamic Resilience	\$1m
Radio Site Backhaul Redundancy	\$600k
911 System Video/Image Storage and Processing	\$600k
Advanced Cyber Security Monitoring (Contract)	\$125k annually
Total	\$3.2 Million

PROJECT NAME	ONE TIME COST	ANNUAL MAINTENANCE COST
Baker Lake Road Radio Site	\$600k	Estimated at \$46,000
Starbird/I-5 Radio Site	\$600k	Estimated at \$46,000
Anacortes Water Tower Radio Site	\$400k	Estimated at \$46,000
Newhalem Radio Site	\$400k	Estimated at \$46,000
La Conner Radio Tower Replacement	\$400k	Estimated at \$5,500
Little Mountain Tower Replacement	\$600k	Estimated at \$2,200
Lake Cavanaugh Microwave	\$300k	Estimated at \$16,000
Diablo Dam Radio Site Improvements	\$400k	Estimated at \$1,000
Babcock Hill Radio Site Improvements	\$300k	Estimated at \$1,000
Total	\$4 Million	Estimated at \$209,700

2022-2032 Capital Improvement Plan

Continued...

Also included in Skagit 911's Capital Improvement Plan (CIP) are three major projects:

- A placeholder for the **CAD (Computer Aided Dispatch) Software/System**
- A new **911 Facility**
- The **Mobile And Portable Public Safety Grade Radio Enterprise System**

It all starts with 911



ER&R and Capital Outlay

The ER&R was established in 2016 for the 2017 budget. Today, additional revenue is required to properly fund the ER&R.

Since 2016, Skagit 911 has:

- Built five new radio sites
- Implemented a new EMS protocol system
- Upgraded their 911 phone system
- Replaced the radio console system

With these additions to Skagit 911's infrastructure, the annual ER&R contribution should be increased to \$670,000.

- *Skagit 911 can only deposit \$220k of the \$670k needed annually into the ER&R account with current funding resources.*



Equipment Replacement and Reserve

Becoming self sustainable

In 2014, Skagit 911 depleted its Operational Reserve account to pay for failing public safety equipment. The ER&R was created as a result. The ER&R allows Skagit 911 to fund future end of life replacements for current public safety equipment.

Currently, the ER&R fund is only partially funded.

	Current	2023	2024	2025	2026	2027	2028	2029	2030
Radio Infrastructure (expense)	NA	\$ 215,158	\$ 71,117	\$ 386,794	\$ -	\$ 366,390	\$ -	\$ 918,880	\$ -
Ops/Internal Infrastructure (expense)	NA	\$ -	\$ -	\$ -	\$ -	\$ 590,397	\$ 143,237	\$ 630,846	\$ -
Annual Contribution (revenue)	NA	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000
Ending Fund Balance	\$ 454,039	\$ 458,881	\$ 607,764	\$ 440,970	\$ 660,970	(\$75,818)	\$946	(\$1,328,781)	(\$1,108,781)

It all starts with 911

1/10th Increase for Public Safety



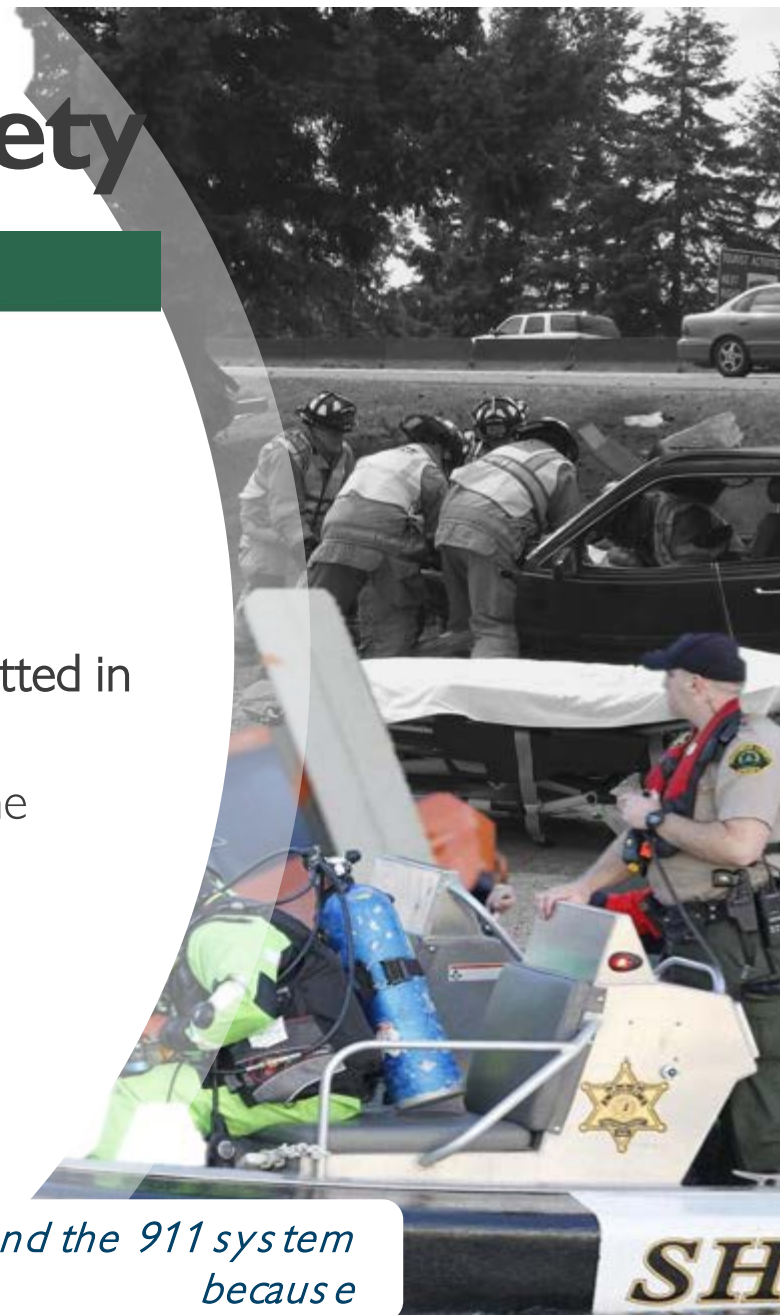
RCWs > Title 82 > Chapter 82.14 > Section 82.14.420

Sales and use tax for emergency communication systems and facilities.

"....(3) Moneys received from any tax imposed under this section *shall be used solely* for the purpose of providing funds for costs associated with financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of *emergency communication systems and facilities*...."

Skagit 911 and its Board of Directors are and have proven to be committed in creating innovative and cost-effective solutions to address public safety concerns. Skagit 911 is now asking voters to consider a one-tenth of one percent sales tax increase for public safety improvements.

- Ten cents on a \$100 sale
- Likely on the November 8, 2022 General Election ballot
- Sales tax in Skagit County would still be lower than Snohomish County, and comparable to Whatcom County.



Amendment to the ILA

The current ILA does not authorize Skagit 911 to collect additional revenue

Skagit 911 is proposing to amend the Interlocal Agreement to include the following language, concerning sales tax revenue:

*“...All taxes authorized and collected in accordance with RCW82.14B.030 and the 1/10 of one percent sales and use tax shall be distributed to Skagit 911 to help defray the operational costs of Skagit 911 and all other purposes as authorized by law. **If approved by the voters of the County**, an additional 1/10 of one percent sales and use tax shall be distributed to Skagit 911 to help defray the operational costs of Skagit 911 and all other purposes as authorized by law...”*



Public Safety Depends on a Reliable, Modern 911 System

FUNDING WOULD

Replace equipment

Add needed capacity for the radio system

Increase space to add call takers and dispatchers

Upgrade technology to prevent cybersecurity attacks

PROJECTS WOULD

Build capacity across the system

Allow more efficient management of 911 calls

Help Skagit County be better prepared for emergencies or natural disasters

IMPROVEMENTS WOULD

Help maintain or improve the risk rating with homeowner insurance companies

Meet the standards of the National Fire Protection Association and U.S. Department of Homeland Security



Anacortes Infrastructure



The public safety agencies of the city of Anacortes rely on the radio technology at Guemes Island, AFD Station 2, Reservation Rd, Mount Erie, SCFD13 (Hope Island Station).

Since 2014, Skagit 911 has funded and provided the following for the City of Anacortes's PSG radio infrastructure:

- Shelters
- Generators
- Engineering
- Labor
- Programming of mobile and portable radios for APD

This saves the City of Anacortes \$12,000 annually in the programming of radios and \$60,000 annually in site rent, power, connectivity, common site equipment, HVAC and generator maintenance for all radio sites used by APD and AFD.

Additionally...

In 2014, Skagit 911 funded \$250,000 of the Westside Radio Improvement Project...

And in 2017, Skagit 911 funded the 5-site, mixed mode, simulcast radio system for APD at the cost of \$100,000.

More infrastructure needs to be added to meet the growing needs of public safety in the City of Anacortes.



Anacortes Infrastructure



Planning for infrastructure replacement

In 2026

- ❖ 53 AFD Mobile and Portable Radios will reach end of life and will need to be replaced.
 - ✓ Cost: \$425,000

In 2029

- ❖ 62 APD Mobile and Portable Radios will reach end of life and will need to be replaced.
 - ✓ Cost: \$496,000
- ❖ The APD Radio Infrastructure will reach end of life and will need to be replaced.
 - ✓ Cost: \$92,000





The future of 911
is unfolding.

WHAT WILL IT LOOK LIKE
IN SKAGIT COUNTY?

THANK YOU

More information at

[HTTP://WWW.SKAGIT911.US](http://www.skagit911.us)

 **HELEN RASMUSSEN**

 +1 (360) 428-3201

 RasmussenH@skagit911.us

AMENDED AND RESTATED

INTERLOCAL COOPERATION AGREEMENT

FOR A COUNTYWIDE PUBLIC SAFETY

COMMUNICATIONS CENTER

THIS AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR A COUNTYWIDE PUBLIC SAFETY COMMUNICATIONS CENTER (this "Agreement") is entered into as of the day of , 2022 by and between the participating municipal entities that are signatory hereto and this Agreement shall be effective as stated in Section 32 below.

RECITALS

WHEREAS, state law has granted to participating entities authority to enter into this Agreement including but not limited to Chapter 39.34, RCW (Interlocal Cooperation Act), which permits local government units to make the most efficient use of their powers by enabling them to cooperate with other agencies on a basis of mutual advantage and thereby to provide services and facilities in a more efficient and effective manner; and

~~_____ **WHEREAS**, Skagit County, the Cities of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley, the Towns of Concrete, Hamilton, La Conner and Lyman, have been providing consolidated emergency and public safety communications and records services in order to maximize immediate availability and effectiveness of emergency services to the public at minimum costs since 1998; and~~

~~_____ **WHEREAS**, Skagit County, the Cities of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley, the Towns of Concrete, Hamilton, La Conner and Lyman are parties to an Interlocal Agreement dated July 1, 2004 and recorded under Auditor's File Number 200508100029 which amends an original Interlocal Agreement dated April 13, 1998 and recorded under Auditor's File Number 9901040106; and~~

~~_____ **WHEREAS**, the above listed municipal agencies, hereafter referenced as "Members", wish to strengthen and modify the governance and corporate structure of Skagit 911 and to update other provisions of 2004 Interlocal Agreement while ensuring Skagit 911 maintains all its current rights and responsibilities except as modified herein; and~~

~~_____ **WHEREAS**, the Members, by executing this Agreement hereby consent to transferring all assets, liabilities and rights currently existing through the 2004 Interlocal Agreement shall be assigned to the newly organized Skagit 911 Non-profit Corporation; and~~

WHEREAS, Skagit County, the Cities of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley, the Towns of Concrete, Hamilton, La Conner and Lyman (collectively, “Members”) entered into an Interlocal Cooperation Agreement for a Countywide Public Safety Communications Center effective December 19, 2016 (“2016 Agreement”) for the purpose of strengthening the governance and corporate structure of Skagit 911; and

WHEREAS, the Members, by executing this Agreement, desire to amend the 2016 Agreement to enable Skagit 911 to receive additional sales and use tax funds to help defray the operational costs of Skagit 911 and all other purposes as authorized by law if such additional sales and use tax funds are approved by the voters of the County; and

WHEREAS, this Agreement is authorized by state law including but not limited to the Interlocal Corporation Act and Nonprofit Corporations Act set forth in ~~Chapters 39.34 and 24.06~~, respectively of the Revised Code of Washington ~~;~~ **and**

AGREEMENT

NOW, THEREFORE, upon ratification of this Agreement by the minimum number of required parties, pursuant to state law including RCW 39.34.030 and RCW 24.06 parties to this Agreement agree as follows:

1. Establishment of SKAGIT 911: SKAGIT 911 is hereby reorganized as a nonprofit corporation under Chapter 24.06 RCW as authorized by the Interlocal Corporation Act (Ch. 39.34 RCW), and as so reorganized Skagit 911 shall have all the rights, responsibilities, liabilities and assets assigned by the Members including but not limited to creating, owning and operating a county-wide public safety communication center, called “Skagit 911”, hereinafter referred to as “SKAGIT 911”, is hereby established in order to provide consolidated answering of enhanced 911 telephone calls as outlined in Skagit County’s E-911 plan, as amended. SKAGIT 911 is established within Skagit County for the purpose of rendering countywide enhanced 911 call answering and 911 call transfers and associated dispatch functions, as deemed appropriate by its governing board.
2. Purpose: SKAGIT 911 is organized on behalf of and as an instrumentality of its Members to carry out the purposes of the SKAGIT 911 Interlocal Agreement (the “Interlocal Agreement”) pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW. These purposes include but are not limited to providing law enforcement, fire and emergency medical services communication support to the Members of the Skagit 911 Interlocal agreement and to other contracted agencies and to exercise essential governmental functions within the meaning of Section 115 of the Internal Revenue Code (the “Code”). SKAGIT 911 shall provide services by telephone, radio, or other communication technologies. Nothing in this Agreement shall relieve the units, entities, or agencies from their responsibilities to provide their own equipment for receiving communications from SKAGIT 911 and their own equipment for communications between their

own personnel. SKAGIT 911 will also maintain records and reports as necessary. These reports shall include financial, statistical, and operational information and shall be provided to all Members on a bi-monthly basis.

3. SKAGIT 911 POWERS: Through its Governing Board of Directors ("Board"), as set forth in Section 5 of this Agreement, SKAGIT 911 shall have all the powers allowed by law including powers provided for interlocal agencies created under RCW 39.34.030, as authorized, amended, or removed by the Board, including but not limited to the following:
- a. Any and all lawful acts necessary to further SKAGIT 911's purposes;
 - b. Review and approve budget expenditures for SKAGIT 911;
 - c. Establish policies for expenditures of budget items for SKAGIT 911;
 - d. Review and adopt a personnel policies for SKAGIT 911;
 - e. Review and approve operating and financial policies for SKAGIT 911;
 - f. Establish a fund or special fund or funds as authorized by RCW 39.34.030 for the operation of SKAGIT 911;
 - g. Conduct regular and special meetings as may be designated by the Board consistent with the state Open Public Meetings Act (Ch. 42.30 RCW);
 - h. Maintain and manage records in accordance with the state Public Records Act (Ch. 42.56 RCW) and other applicable state and federal laws and regulations;
 - i. Determine what services shall be offered and under what terms they shall be offered
 - j. Retain and terminate a Director;
 - k. Create committees to review and make recommendations;
 - l. Approve strategic plans;
 - m. Enter into agreements with Contracted Agencies, defined as users of SKAGIT 911 services who are not Members, for the provisioning of 911 dispatch services including rates for said service;
 - n. Enter into agreements with third parties for goods and services necessary to fully implement the purposes of this Agreement;
 - o. Establish charges for services provided to Members, Contracted Agencies or other parties;
 - p. Direct and supervise the activities of SKAGIT 911 Committees, and the Director;
 - q. Make purchases or contract for services and/or public works necessary to fully implement the purposes of this Agreement;
 - r. Enter into agreements with, and receive and distribute funds, from any federal, state or local agencies;
 - s. Receive all funds allocated to SKAGIT 911 by Members and Contracted Agencies;
 - t. Purchase, take, receive, lease, take by gift, or otherwise acquire, own, hold, improve, use and otherwise deal in and with real or personal property, or any interest therein, in the name of SKAGIT 911;

- u. Sell, convey, lease, exchange, transfer, and otherwise dispose of all of its property and assets;
 - v. Sue and be sued, complain and defend, in all courts of competent jurisdiction in Skagit 911's name;
 - w. Make and alter bylaws for the administration and regulation of its affairs; and
 - x. Hold radio frequency licenses to enable SKAGIT 911 to operate and maintain the System.
4. Duration/Withdrawal Dissolution: The effective date of this Agreement shall be upon the later of January 1, 2017 or upon Ratification, as that term is defined hereinafter in this Agreement. Any Member may withdraw from Skagit 911 by giving written notice by July 1 in any year of its intention to terminate its agreement on December 31 of the same year. Skagit 911 may dissolve following a 60% supermajority vote of all Boardmembers to dissolve Skagit 911, provided, that prior to such a vote, a transition plan to ensure the continuity of emergency dispatch services was approved. Any dissolution requires a minimum of eighteen (18) months notice to the Members.
5. SKAGIT 911 to be Managed by the SKAGIT 911 Board: SKAGIT 911 shall be governed by the Skagit 911 Governing Board, that is composed of the following elected officials, provided, that the entities they represent have approved and executed this Agreement:
- Mayor of Anacortes
 - Mayor of Burlington
 - Mayor of one of the towns of Concrete, Hamilton, La Conner, or Lyman selected annually at the first meeting of the SKAGIT 911 Board by the mayors of the towns of Concrete, Hamilton, La Conner and Lyman who are in attendance at that meeting
 - Mayor of one of the towns of Concrete, Hamilton, La Conner, or Lyman, selected annually at the first meeting of the SKAGIT 911 Board by the mayors of the towns of Concrete, Hamilton, La Conner and Lyman who are in attendance at that meeting
 - Mayor of Mount Vernon
 - Mayor of Sedro-Woolley
 - County Commissioner, District 1
 - County Commissioner, District 2
 - County Commissioner, District 3
 - Two ex officio (non-voting) members:
 - One law enforcement executive officer to be selected by the Communication Advisory Board from its members
 - One fire chief to be selected by the Communication Advisory Board from its members

The Board shall appoint a Chair and Vice-Chair. The Chair and Vice-Chair shall have such duties and responsibilities as defined in the SKAGIT 911 Bylaws. The Board shall meet as legally required and as described in the SKAGIT 911 Bylaws.

In the event a Board member is unable to attend he/she may designate an elected or non-elected representative in his/her absence by providing a written designation to the Board Chair

- A. EXECUTIVE COMMITTEE: The Board's chair & vice chair along with the chair of the Communications Advisory Board shall comprise the Executive Committee which shall have such authority as may be delegated to it by the SKAGIT 911 Board by resolution. The Executive Committee will also perform the annual evaluation of the Director. The Board's chair shall lead the Executive Committee.
6. SKAGIT 911 Director: The SKAGIT 911 Director shall report to the elected Board Chair, who shall have line authority over the Director or such other designee as determined by the Board. The Director shall be responsible to the Board; shall administer the programs and operations consistent with policies adopted by the Board; shall be the Board's financial officer for SKAGIT 911, with all disbursements to be approved by the Board, and shall be appointed on the basis of his/her technical and administrative competence.
7. Personnel Policies: The Board shall establish the personnel policies of SKAGIT 911. The Board, by a simple majority vote (51% or more of the Board members in attendance at a meeting with a quorum), shall approve the selection and appointment of the SKAGIT 911 Director and by simple majority vote shall also have the power to terminate the Director.
8. Budget: The SKAGIT 911 Director will recommend a preliminary budget to the Board. The Board shall approve the budget by September 30th of each year by a simple majority vote. Included in the budget will be the apportionment of financial participation of those participating agencies for the following year. The allocation of financial responsibility between Members for the SKAGIT 911 operational budget and SKAGIT 911 capital expenditures, which are used by all Members, shall be determined by the formula in Appendix A attached hereto. Appendix A may be modified by a supermajority vote of 60% of the Board members in attendance at a meeting with a quorum, provided that a minimum of 60 days notice is provided to Members prior to the effective date of any modification of Appendix A.

The allocation of financial responsibility between Members for service specific capital expenditures shall be funded by the Members that receive the benefit; Contracted Agencies shall pay their proportionate share of costs as determined by the Board.

All taxes authorized and collected in accordance with RCW 82.14B.030 and the 1/10 of one percent sales and use tax shall be distributed to Skagit 911 to help defray the operational costs of Skagit 911 and all other purposes as authorized by law. If approved by the voters of the County, an additional 1/10 of one percent sales and use tax shall be distributed to Skagit 911 to help defray the operational costs of Skagit 911 and all other purposes as authorized by law.

9. Operations Contracting: The Board may contract for the use of space for its operations and for staff and auxiliary services including but not limited to legal, records, payroll, accounting, purchasing, data processing, facilities, equipment and insurance.
10. Technical Committees and Advisory Boards: The Board may form Committees and Advisory Boards as adopted in its Bylaws to the extent that so Committees and Advisory Boards do not conflict with any of the requirements set forth in this Interlocal.
11. Additional Services: The Board shall evaluate and determine the appropriateness of the inclusion of additional communications and dispatching services for Members and Contracted Agencies when so requested, and shall determine whether and how such services should be provided and the appropriate fees. Approved services shall not include those which detract from the effectiveness of the operations which are primarily intended for the emergency and public safety response objectives of Skagit 911.
12. Equipment: Equipment and furnishings, as needed, and in conformance with the approved budget, shall be acquired by, and title shall rest with Skagit 911. The Skagit 911 Director, at the time of his/her preparation of the proposed budget for the ensuing year, shall provide the Board with a current and complete inventory, with valuations of equipment and furnishings owned by or assigned to Skagit 911. The Director shall ensure this includes all emergency communications equipment and infrastructure.
13. Withdrawal/Dissolution: Upon dissolution, the Board shall disburse all funds held by SKAGIT 911, as well as any funds derived from the sale of any property, to the then participating members of SKAGIT 911 in proportion to the member's percentage of contribution during the year of dissolution. The E911 equipment and facilities purchased through the State E911 grant would become the property of Skagit County upon dissolution, in as much as the County is held responsible under state law to continue to provide E911 answering services, and the equipment and facilities purchased through the grant are subject to recovery by the state should the county fail to do so. Any party to this Agreement who withdraws as provided in Section 4 shall have no rights to any portion of the SKAGIT 911 assets by virtue of participation in this Interlocal Agreement.

14. Amendment of Interlocal: This Agreement may be amended by a supermajority vote of 60% of all the Board members in attendance at a meeting with a quorum, provided that Appendix A may be amended as described in Section 8.
15. Operational Interconnects: Each local government shall retain the responsibility and authority for its operational departments, and for such equipment and services as are required at its place of operation to interconnect to the SKAGIT 911 operations. Interconnecting equipment and services may be provided for in the SKAGIT 911 budget and operational program. This equipment and its ownership and maintenance responsibility shall be identified in the inventory listed in Section 12 of this Agreement.
16. Records Access: SKAGIT 911 shall bear full responsibility for ensuring that the law enforcement data communications network and any criminal history records information received by means of such network shall be used solely for the purposes of the due administration of the criminal laws or for the purposes enumerated in RCW 43.43, as now or hereafter amended. SKAGIT 911 shall establish rules and regulations governing access to, and security for, any criminal justice records information received by means of such network consistent with RCW 43.43. SKAGIT 911 shall bear full responsibility and liability for compliance for the retention and disclosure of SKAGIT 911 public records including but not limited to compliance with the Washington State Public Records Act Chapter 42.56 RCW.
17. Filing: As provided by RCW 39.34.040, this Agreement shall be filed prior to its entry in force or otherwise made publicly available pursuant to RCW 39.34.040.
18. Validity: If any section of this Agreement is adjudicated to be invalid, such action shall not affect the validity of any section not so adjudged.
19. Authority: This Agreement shall be executed on behalf of each party by its authorized representative, and pursuant to appropriate legislative action of each participating agency.
20. Insurance: SKAGIT 911, through its annual budget, shall maintain liability and casualty insurance policies or similar coverage, as the Board shall determine appropriate, as legally required, and consistent with the Skagit 911 Articles of Incorporation and Bylaws.
21. Indemnification: SKAGIT 911 shall be an independent legal entity exclusively responsible for its own debts, obligations and liabilities. All liabilities incurred by SKAGIT 911 shall be satisfied exclusively from the assets and credits of Skagit 911. No creditor or other person shall have any recourse to the assets, credits, or services of Members on account of any debts, obligations, liabilities, acts, or omissions of SKAGIT 911.

22. Waiver: Nothing herein shall be deemed to waive the immunities established pursuant to RCW 38.52.180 et seq. not to create third party right of liability.
23. Survival: The provisions of Sections 13, 21, 22, 24, and 25 shall survive the termination or expiry of this Agreement.
24. Venue and Dispute Resolution: This Section establishes the sole and exclusive remedy for disputes arising under this Agreement, except as otherwise set forth herein. In the event of any dispute arising under this Agreement, the parties shall, as a material condition precedent to any suit under this Agreement, provide formal written notice of the dispute to the other party, and engage in formal mediation using a mutually agreed upon mediator. If the parties are unable to agree on a mediator within fifteen (15) days of written notice, either party may bring suit in Snohomish County Superior Court for the sole purpose of seeking appointment of a mediator. If the parties are unable to ——— resolve their differences within thirty (30) days after mediation, venue and jurisdiction for any action arising under this Agreement shall lie in the Courts of Snohomish County, Washington. In the event of any dispute arising under this Agreement, the Court shall award attorney fees, costs, expert witness fees, mediation costs, and all other costs related to the dispute to the prevailing party.
25. No Third Party Beneficiaries: This Agreement is not intended to benefit any person, entity or municipality not a party to this Agreement, and no other person, entity or municipality shall be entitled to be treated as beneficiary of this Agreement. This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but limited to, any agent, contractor, subcontractor, consultant, volunteer, or other representative of either party. No agent, employee, contractor, subcontractor, consultant, volunteer or other representative of the parties hereto shall be deemed an agent, employee, contractor, subcontractor, consultant, volunteer or other representative of any other party hereto.
26. Severability: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid by a court of competent jurisdiction, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition or application. To this extent and end the terms and conditions of this Agreement are declared severable.
27. Compliance with Laws: The parties to this Agreement shall comply with all applicable federal, state and local laws, rules and regulations in carrying out the terms and conditions of this Agreement. The parties shall obtain and comply with any and all necessary permits, approvals, consents and notice from or to all applicable jurisdictions prior to commencing any work or action related to this Agreement.

28. Captions and Counterparts:- The captions in this Agreement are for convenience and reference only, and do not define, limit, or describe the scope or intent of this Agreement. This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute one Agreement.
29. Integrated Agreement:- This is an integrated agreement. No party has relied on any representation other than those expressly set forth herein in entering this Agreement.
30. Neutral Authorship:- Each of the terms and conditions of this Agreement have been reviewed and negotiated with resort to legal counsel, and represents the combined work product of the parties hereto, and this Agreement shall not interpreted for or against party hereto. The parties represent that they have had a full and fair opportunity to seek legal advice with respect to the terms of this Agreement, and have either done so or have voluntarily chosen not to do so. The parties represent and warrant that they and their authorized representatives executing this Agreement have fully read this Agreement, that they understand its meaning and effect, and that they enter into this Agreement with full knowledge of its terms.
31. Further Acts:- The parties agree to take such further actions and to execute documents as in their reasonable judgment may be necessary or desirable in order to carry out the terms of, and complete the transactions contemplated by, this Agreement.
32. Adoption & Effective Date:- The effective date of this Agreement shall be upon the ratification of this Agreement by a duly-authorized representative of each Memberthe County and at least three cities and one town ("Ratification"). However, all future amendments shall be effective as described in Section 14. This Agreement shall be binding upon the Members who have executed this Agreement and that upon Ratification, all prior conflicting agreements and bylaws between the parties shall be deemed terminated and replaced herewith. Thereafter, no city or town shall be a member of SKAGIT 911 until its governing body shall have approved this Agreement.

DATE: _____

BOARD OF COMMISSIONERS, SKAGIT COUNTY, WASHINGTON

ATTEST:

CLERK OF THE BOARD

KENNETH A. DAHLSTEDT, COMMISSIONER

APPROVED AS TO FORM ONLY:

DEPUTY PROSECUTING ATTORNEY

LISA JANICKI, COMMISSIONER

REVIEWED:

RISK MANAGER

RON WESEN, COMMISSIONER

CITY OF ANACORTES

ATTEST:

STEVE HOGLUND, FINANCE DIRECTOR

LAURIE GERE, MAYOR

APPROVED AS TO FORM ONLY:

DARCY SWETNAM, CITY ATTORNEY

DATE

CITY OF BURLINGTON

ATTEST:

_____, FINANCE DIRECTOR

STEVE SEXTON, MAYOR

APPROVED AS TO FORM ONLY:

LEIF JOHNSON, CITY ATTORNEY

DATE

TOWN OF CONCRETE

ATTEST:

CLERK-TREASURER

MAYOR

APPROVED AS TO FORM ONLY:

TOWN ATTORNEY

DATE

TOWN OF HAMILTON

ATTEST:

CLERK-TREASURER

MAYOR

APPROVED AS TO FORM ONLY:

TOWN ATTORNEY

DATE

TOWN OF LA CONNER

ATTEST:

CLERK-TREASURER

MAYOR

APPROVED AS TO FORM ONLY:

TOWN ATTORNEY

DATE

TOWN OF LYMAN

ATTEST:

CLERK-TREASURER

MAYOR

APPROVED AS TO FORM ONLY:

TOWN ATTORNEY

DATE

CITY OF MOUNT VERNON

ATTEST:

ALICIA HUSCHKA, FINANCE DIRECTOR

JILL BOUDREAU, MAYOR

APPROVED AS TO FORM ONLY:

KEVIN ROGERSON, CITY ATTORNEY

DATE

CITY OF SEDRO-WOOLLEY

ATTEST:

PATSY NELSON, FINANCE DIRECTOR

KEITH WAGONER, MAYOR

APPROVED AS TO FORM ONLY:

ERON BERG, CITY ATTORNEY

DATE

APPENDIX "A"

FORMULA FOR ALLOCATION OF SKAGIT 911 FINANCIAL RESPONSIBILITY

Financial allocation of the SKAGIT 911 Annual Operating Budget shall be determined as set forth below:

1. A draft/preliminary Annual Operating Budget shall be calculated no later than August each year for presentation and recommendation in September to the SKAGIT 911 Board.
2. External revenues will be estimated and will include sales tax, phone tax and State E911 funding.
3. The SKAGIT 911 Board will approve a pre-determined percentage of the External revenues to be set aside and reserved for investment in the Operational Reserve, Equipment Reserve & Replacement and Capital Outlay funds.
4. All costs will be allocated via costing modules for Administrative, Law and Fire/EMS costs.
 - a. The administrative costing module will consist of all overhead, facility maintenance costs, administrative and supervisory staff, technological needs and maintenance.
 - b. The Law costing module will consist of the wages and salaries of all Law Dispatchers and support services.
 - c. The Fire/EMS costing module will consist of the wages and salaries of all Fire Dispatchers and support services.
5. Once all costs have been allocated to the cost centers, the remaining External revenues will be applied to the budget. The remaining costs will be allocated to the Law and Fire/EMS Agencies using the below allocations:
 - a. Law Agency costs will be prorated at 50% previous full year call volume and 50% previous year commissioned officers, with each agency prorated the appropriate percentage of the costing module and the Administrative costs, based on a percentage of resources used
 - b. Fire/EMS Agency costs will be prorated at 50% previous full year call volume and 50% previous year assessed value, with each agency allocated the appropriate percentage of the costing module and the Administrative costs, based on a percentage of resources used.
 - c. A pre-determined percentage of the Fire Agency calls will be paid directly to Skagit 911 by the EMS office, with the balance being billed to each Fire agency.

Resolution 22-01

AMENDMENT TO INTERLOCAL AGREEMENT

WHEREAS, Skagit 911 is a nonprofit interlocal corporation comprised of its municipal members, jointly organized under Chapter 24.06 of the Revised Code of Washington ("RCW") as authorized by Chapter 39.34 RCW, for the purpose of providing emergency communication services to its member jurisdictions and other agencies that may contract with Skagit 911 for services from time to time; and

WHEREAS, the Board of Directors of Skagit 911 ("Board") desires to amend the terms of its Interlocal Cooperation Agreement for a Countywide Public Safety Communications Center to enable it to accept any voter-approved additional sales and use tax funds if the voters of Skagit County vote to approve an additional sales and use tax for the benefit of emergency communications systems and facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SKAGIT 911, as follows:

~~Section 1. Approval of Amended Interlocal Cooperation Agreement. The Board hereby approves the Amended Interlocal Cooperation Agreement for a Countywide Public Safety Communications Center ("ILA") attached as Exhibit A. Such Amendment shall be effective upon the signing of a duly authorized representative of each Member.~~

~~Section 2. Direction to Executive Director. The Board hereby directs the Executive Director or designee to present the ILA attached as Exhibit A for affirmation, approval, and signature of each Member. Upon obtaining the signatures of all Members, the Executive Director or designee shall bring this ILA back for approval before the Skagit 911 Board of Directors. file the ILA with the Skagit County Auditor.~~

PASSED AND ADOPTED at a regular meeting of the Skagit 911 Board of Directors on the 9th day of March, 2022.

Helen M Rasmussen, Director
Skagit 911

Chair
Skagit 911 Board of Directors

ATTEST:

Kalie Brisson
Clerk of the Board

2022 Preliminary Budget Version 3 - Final 090821

Overall Budget is a 9.42% increase over last year's original budget.

Proposed Budget	\$ 7,893,179
Projected Tax Revenue	\$ 5,225,000
Sales Tax	\$ 3,850,000
911 Phone Tax	\$ 1,375,000
Sales Tax Revenue Deductions	\$ 1,736,812
ER&R	\$ 220,000
Technical Services	\$ 1,426,130
Additional Radio Tech	\$ 90,682
Tax Revenue Applied to User Costs	\$ 3,488,188
Administrative Costs Before Tax Adjustment	\$ 3,440,758
Administration	\$ 1,251,675
Operations (Non-Rep)	\$ 890,284
Leads (7 People)	\$ 702,745
Cross-Trained (5 People)	\$ 501,961
Dispatch Overhead	\$ 131,750
Records Department	\$ 90,059
Credits	\$ (127,716)
State Military Department	\$ (49,116)
Utilities	\$ (43,000)
CodeRed (refineries)	\$ (15,100)
Legal Labor Credit	\$ (17,000)
SC Public Works	\$ (3,000)
WCIA Reimbursement	\$ (500)
Law Costs Before Tax Adjustment	\$ 4,212,590
Personnel	\$ 1,807,059
70% Administrative Cost	\$ 2,408,531
Credits - Contract Agencies	\$ (3,000)
Sauk-Suiattle PD	\$ (3,000)
Fire Costs Before Tax Adjustment	\$ 1,810,061
Personnel	\$ 602,353
30% Administrative Cost	\$ 1,032,228
ProQA Software Maintenance	\$ 28,000
ProQA Hardware Maintenance	\$ 26,500
Deputy Operations Manager	\$ 123,980
Credits - Contract Agencies	\$ (3,000)
Seattle City Light	\$ (3,000)

Personnel Cost Breakdown	
Salaries	\$ 2,251,739
Comp	\$ 70,000
Overtime	\$ 250,000
Socs Security	\$ 196,738
Retirement	\$ 282,891
L&I	\$ 13,479
Medical	\$ 499,461
EAP	\$ 955
VEBA	\$ 31,200.00
Unemployment	\$ 17,655.46
Total	\$ 3,614,118
Number of Dispatchers 36	
Cost per Dispatcher	\$ 100,392.16
Fire Personnel Cost (6 People)	\$ 602,353
Law Personnel Cost (18 People)	\$ 1,807,059
Cross-Trained (5 People)	\$ 501,961
Leads (7 People)	\$ 702,745

Costing Methodology
1. Preliminary Budget Determined.
2. Sales and Phone Taxes Estimated.
3. Determine Tax Revenue Dedicated to Infrastructure Costs.
4. Determine Administrative Costs.
5. Admin Costs split 70/30 between Law and Fire.
6. Determine Law Enforcement Costs.
7. Determine Fire Costs.
8. Determine Total Tax Applied (Tax Revenue Total - Infrastructure Total).
9. Determine percentage of Total Tax Applied for Law and Fire (Law Costing Total Before Tax Adjust + Fire Costing Total Before Tax Adjust = Total, then Law Cost/Total = Law percentage; Fire Cost/Total = Fire percentage). Apply those percentages of Tax Revenue Applied to the Total Costs Before Adjustments for Fire and Law to determine the final fire agency and law agency cost split.
10. For fire agencies uses the 50% AV and 50% previous years call volume to determine percentage of responsibility of fire dispatching cost for each agency.
11. For law agencies split the costs by a percentage gathered from 50% CAD Call of the prior year and 50% Funded Officers.
12. To simplify EMS billing - 85% of each agencies total call volume would be paid for by EMS.

Tax Revenue Applied	\$ 3,488,187.58
Law Tax Revenue Applied	\$ 2,441,731.31
Fire/EMS Tax Revenue Applied	\$ 1,046,456
Law Costs Before Tax Adjustment	\$ 4,212,590
Fire Costs Before Tax Adjustment	\$ 1,810,061

Law Dollars	\$ 1,770,859
Fire Dollars	\$ 763,604

Law Allocation 50% CAD - 50% Funded Officers				
Department	% of cost	2022	2021	Cost Difference
APD	12.56%	\$ 222,333	\$ 216,599	2.6% \$ 5,734
BPD	12.54%	\$ 222,129	\$ 213,612	4.0% \$ 8,517
MVPD	26.84%	\$ 475,274	\$ 447,242	6.3% \$ 28,032
SWPD	10.30%	\$ 182,471	\$ 152,644	19.5% \$ 29,827
SCSO	28.07%	\$ 497,159	\$ 445,861	11.5% \$ 51,298
Swin. TPD	5.78%	\$ 102,442	\$ 98,584	3.9% \$ 3,858
UTPD	2.64%	\$ 46,791	\$ 44,014	6.3% \$ 2,777
NPS	1.26%	\$ 22,259	\$ 24,794	-10.2% \$ (2,535)
SSTPD	0%	Contract Agency	Contract Agency	Contract Agency
TOTAL		\$ 1,770,859	\$ 1,643,350	7.8% \$ 127,509

Fire Allocation 50% CAD Calls - 50% Assessed Property Values w/ 85% to EMS				
	% of cost	2022	2021	Cost Difference
Anacortes	2.6%	\$ 19,918	\$ 17,126	16% \$ 2,792
Burlington	1.7%	\$ 12,822	\$ 12,347	4% \$ 475
Concrete	0.1%	\$ 599	\$ 512	17% \$ 87
Hamilton	0.0%	\$ 380	\$ 259	47% \$ 121
LaConner	0.1%	\$ 1,111	\$ 972	14% \$ 139
Mount Vernon	3.5%	\$ 26,813	\$ 27,983	-4% \$ (1,170)
Sedro-Woolley	1.5%	\$ 11,245	\$ 10,525	7% \$ 720
Fire District 2	0.4%	\$ 2,790	\$ 2,412	16% \$ 378
Fire District 3	0.4%	\$ 3,162	\$ 2,689	18% \$ 473
Fire District 4	0.2%	\$ 1,816	\$ 1,499	21% \$ 317
Fire District 5	0.3%	\$ 2,535	\$ 2,166	17% \$ 369
Fire District 6	0.6%	\$ 4,691	\$ 3,895	20% \$ 796
Fire District 7	0.1%	\$ 877	\$ 788	11% \$ 89
Fire District 8	0.5%	\$ 4,171	\$ 3,463	20% \$ 708
Fire District 9	0.3%	\$ 2,292	\$ 1,892	21% \$ 400
Fire District 10	0.2%	\$ 1,710	\$ 1,267	35% \$ 443
Fire District 11	0.5%	\$ 3,947	\$ 3,327	19% \$ 620
Fire District 12	0.2%	\$ 1,152	\$ 991	16% \$ 161
Fire District 13	0.6%	\$ 4,259	\$ 4,113	4% \$ 146
Fire District 14	0.4%	\$ 2,725	\$ 2,227	22% \$ 498
Fire District 15	0.0%	\$ 370	\$ 320	16% \$ 50
Fire District 16	0.1%	\$ 399	\$ 323	23% \$ 76
Fire District 17	0.2%	\$ 1,336	\$ 1,128	18% \$ 208
Fire District 19	0.1%	\$ 826	\$ 554	49% \$ 272
EMS	85.0%	\$ 649,108	\$ 590,362	10.0% \$ 58,746
SCFM	0.3%	\$ 2,549	\$ 1,564	63% \$ 985
TOTAL		\$ 763,604.23	\$ 694,704	9.9% \$ 68,900





Law Allocation

Law Costing Changes from the 2021 Budget to the 2022 Budget

Budget Years	Calls			Funded Officers			50/50 Percentage		
	2021	2022	Difference	2021	2022	Difference	2021	2022	Difference
APD	9,119	8,192	-927	27	27	0	13.0%	12.4%	-0.6%
BPD	9,207	8,492	-715	26	26	0	13.0%	12.4%	-0.5%
MVPD	22,150	21,206	-944	46	46	0	27.9%	27.6%	-0.3%
SWPD	7,117	7,404	287	17	20	3	9.8%	10.2%	0.4%
SCSO	18,287	18,121	-166	57	61	4	26.9%	27.8%	0.9%
TPD	2,546	2,337	-209	17	17	0	5.7%	5.7%	0.0%
UTPD	997	678	-319	8	9	1	2.2%	2.6%	0.4%
NPS	53	96	43	6	5	-1	1.5%	1.2%	-0.3%
2021 Budget uses calls from 2019									
2022 Budget uses calls from 2020									
2021 Budget uses Funded Ofc #s from 2019									
2022 Budget uses Funded Ofc #s from 2020									

FIRE/EMS Allocation

2020 CAD Calls			2020 Assessed Value		Final for 2022 Budget				
	Calls	%	Value	%	50/50 %	Costs from 50/50	EMS Share (85%)	Yearly Cost	%
AFD	3,682	15%	\$4,213,585,262	20%	17.39%	\$ 132,788.25	\$ 112,870.01	\$ 19,918	2.61%
BFD	3,452	14%	\$1,794,371,931	9%	11.19%	\$ 85,479.64	\$ 72,657.69	\$ 12,822	1.68%
CFD	59	0%	\$170,635,934	1%	0.52%	\$ 3,993.75	\$ 3,394.68	\$ 599	0.08%
HFD	82	0%	\$70,242,051	0%	0.33%	\$ 2,530.27	\$ 2,150.73	\$ 380	0.05%
LCFD	249	1%	\$197,881,410	1%	0.97%	\$ 7,404.45	\$ 6,293.78	\$ 1,111	0.15%
MVFD	6,745	27%	\$4,154,218,798	20%	23.41%	\$ 178,750.14	\$ 151,937.62	\$ 26,813	3.51%
SWFD	3,438	14%	\$1,225,223,903	6%	9.82%	\$ 74,965.68	\$ 63,720.83	\$ 11,245	1.47%
FD2	409	2%	\$680,980,062	3%	2.44%	\$ 18,603.32	\$ 15,812.82	\$ 2,790	0.37%
FD3	456	2%	\$778,142,209	4%	2.76%	\$ 21,083.25	\$ 17,920.76	\$ 3,162	0.41%
FD4	257	1%	\$451,000,170	2%	1.59%	\$ 12,107.59	\$ 10,291.45	\$ 1,816	0.24%
FD5	253	1%	\$719,092,157	3%	2.21%	\$ 16,897.40	\$ 14,362.79	\$ 2,535	0.33%
FD6	955	4%	\$917,965,998	4%	4.10%	\$ 31,276.18	\$ 26,584.76	\$ 4,691	0.61%
FD7	46	0%	\$284,242,827	1%	0.77%	\$ 5,849.88	\$ 4,972.40	\$ 877	0.11%
FD8	458	2%	\$1,147,873,678	5%	3.64%	\$ 27,804.41	\$ 23,633.75	\$ 4,171	0.55%
FD9	296	1%	\$593,129,905	3%	2.00%	\$ 15,278.38	\$ 12,986.62	\$ 2,292	0.30%
FD10	278	1%	\$394,243,643	2%	1.49%	\$ 11,403.04	\$ 9,692.58	\$ 1,710	0.22%
FD11	428	2%	\$1,091,080,316	5%	3.45%	\$ 26,316.02	\$ 22,368.62	\$ 3,947	0.52%
FD12	82	0%	\$354,962,683	2%	1.01%	\$ 7,682.41	\$ 6,530.05	\$ 1,152	0.15%
FD13	1,113	4%	\$624,601,568	3%	3.72%	\$ 28,393.92	\$ 24,134.83	\$ 4,259	0.56%
FD14	549	2%	\$538,032,968	3%	2.38%	\$ 18,166.50	\$ 15,441.53	\$ 2,725	0.36%
FD15	58	0%	\$87,154,904	0%	0.32%	\$ 2,467.77	\$ 2,097.60	\$ 370	0.05%
FD16	76	0%	\$82,325,820	0%	0.35%	\$ 2,656.79	\$ 2,258.27	\$ 399	0.05%
FD17	106	0%	\$402,377,294	2%	1.17%	\$ 8,908.95	\$ 7,572.60	\$ 1,336	0.18%
FD19	210	1%	\$126,016,340	1%	0.72%	\$ 5,505.13	\$ 4,679.36	\$ 826	0.11%
EMS	960	4%	NA	0%	1.93%	\$ 14,741.99	NA	\$ 649,108	85.01%
SCFM	166	1%	NA	0%	0.33%	\$ 2,549.14	NA	\$ 2,549	0.33%
Total	24,863	100%	\$ 21,099,381,831	100%	100.00%	\$ 763,604.23	\$ 634,366.14	\$ 763,604	100.00%

Equipment Reserve and Replacement

	Year Purchased	Life Span	Years Left at ER&R Start	Purchase Cost	Annual ER&R Replenishment to Fund
Zetron Radio Console System	2013	7	4	\$ 376,000	
Microwave Radio System (Loop)	2009	15	8	\$ 800,000	\$206,204
Microwave Radio System (Guemes)	2014	15	13	\$ 115,000	
Uninterruptable Power Supply	2017	10	10	\$ 88,000	
Mitel PBX	2016	10	10	\$ 27,000	
COE Computers	2014	5	5	\$ 40,000	
CAD Computers	2014	5	5	\$ 30,000	
Servers	2015	7	6	\$ 45,000	
Network Gear	2015	7	6	\$ 50,000	
Console Furniture	2017	20	20	\$ 225,000	
911 Phone System	2017	7	7	\$ 400,000	
Back-Up Generator Skagit 911	2016	20	20	\$ 155,000	
Logging Recorder	2015	7	6	\$ 88,000	
Maintenance Truck	2015	10	5	\$ 44,000	



Equipment Reserve and Replacement Schedule

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Zetron Radio Console System																						
Depreciation Costs	\$ 94,000	\$ 96,820	\$ 99,725	\$ 102,716		\$ 56,180	\$ 57,866	\$ 59,602	\$ 61,390	\$ 63,231	\$ 65,128	\$ 67,082		\$ 61,497	\$ 63,342	\$ 65,242	\$ 67,199	\$ 69,215	\$ 71,292	\$ 73,430		\$ 67,317
Replacement Year					\$ 393,261								\$ 430,478								\$ 471,218	
Microwave Radio System (Loop)																						
Depreciation Costs	\$ 100,000	\$ 103,000	\$ 106,090	\$ 109,273	\$ 112,551	\$ 115,927	\$ 119,405	\$ 122,987		\$ 59,282	\$ 61,061	\$ 62,893	\$ 64,779	\$ 66,723	\$ 68,724	\$ 70,786	\$ 72,910	\$ 75,097	\$ 77,350	\$ 79,670	\$ 82,060	\$ 84,522
Replacement Year									\$ 889,234													
Microwave Radio System (Guemes)																						
Depreciation Costs	\$ 8,846	\$ 9,112	\$ 9,385	\$ 9,666	\$ 9,956	\$ 10,255	\$ 10,563	\$ 10,880	\$ 11,206	\$ 11,542	\$ 11,888	\$ 12,245	\$ 12,613		\$ 9,210	\$ 9,487	\$ 9,771	\$ 10,065	\$ 10,366	\$ 10,677	\$ 10,998	\$ 11,328
Replacement Year													\$ 138,157									
Uninterruptable Power Supply																						
Depreciation Costs		\$ 8,800	\$ 9,064	\$ 9,336	\$ 9,616	\$ 9,904	\$ 10,202	\$ 10,508	\$ 10,823	\$ 11,148	\$ 11,482		\$ 10,088	\$ 10,391	\$ 10,703	\$ 11,024	\$ 11,354	\$ 11,695	\$ 12,046	\$ 12,407	\$ 12,779	\$ 13,163
Replacement Year												\$ 100,882										
Mitel PBX																						
Depreciation Costs	\$ 2,700	\$ 2,781	\$ 2,864	\$ 2,950	\$ 3,039	\$ 3,130	\$ 3,224	\$ 3,321	\$ 3,420	\$ 3,523	\$ 3,629		\$ 3,458	\$ 3,562	\$ 3,669	\$ 3,779	\$ 3,892	\$ 4,009	\$ 4,129	\$ 4,253	\$ 4,381	\$ 4,512
Replacement Year												\$ 34,581										
COE Computers																						
Depreciation Costs	\$ 8,000	\$ 8,240	\$ 8,487	\$ 8,742	\$ 9,004		\$ 8,495	\$ 8,749	\$ 9,012	\$ 9,282	\$ 9,561		\$ 9,020	\$ 9,290	\$ 9,569	\$ 9,856	\$ 10,152		\$ 9,577	\$ 9,865	\$ 10,161	\$ 10,466
Replacement Year						\$ 42,473						\$ 45,099						\$ 47,887				
CAD Computers																						
Depreciation Costs	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753		\$ 6,371	\$ 6,562	\$ 6,759	\$ 6,962	\$ 7,171		\$ 6,765	\$ 6,968	\$ 7,177	\$ 7,392	\$ 7,614		\$ 7,183	\$ 7,399	\$ 7,621	\$ 7,849
Replacement Year						\$ 31,855						\$ 33,824						\$ 35,916				
Servers																						
Depreciation Costs	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 8,441	\$ 8,695	\$ 8,955	\$ 9,224		\$ 8,210	\$ 8,210	\$ 8,210	\$ 8,210	\$ 8,210	\$ 8,210	\$ 8,210		\$ 8,210	\$ 8,456	\$ 8,710	\$ 8,971	\$ 9,240
Replacement Year									\$ 57,468								\$ 57,468					
Network Gear																						
Depreciation Costs	\$ 8,333	\$ 8,583	\$ 8,841	\$ 9,106	\$ 9,379	\$ 9,661	\$ 9,950	\$ 10,249		\$ 9,122	\$ 9,396	\$ 9,678	\$ 9,968	\$ 10,267	\$ 10,575	\$ 10,892		\$ 9,985	\$ 10,285	\$ 10,593	\$ 10,911	\$ 11,238
Replacement Year									\$ 63,854								\$ 69,897					
Console Furniture																						
Depreciation Costs		\$ 11,250	\$ 11,588	\$ 11,935	\$ 12,293	\$ 12,662	\$ 13,042	\$ 13,433	\$ 13,836	\$ 14,251	\$ 14,679	\$ 15,119	\$ 15,573	\$ 16,040	\$ 16,521	\$ 17,017	\$ 17,527	\$ 18,053	\$ 18,595	\$ 19,152	\$ 19,727	\$ 302,292
Replacement Year																						
911 Phone System																						
Depreciation Costs		\$ 57,143	\$ 58,857	\$ 60,623	\$ 62,442	\$ 64,315	\$ 66,244	\$ 68,232		\$ 62,551	\$ 64,427	\$ 66,360	\$ 68,351	\$ 70,401	\$ 72,513	\$ 74,689		\$ 68,470	\$ 70,524	\$ 72,640	\$ 74,819	\$ 77,064
Replacement Year									\$ 437,855								\$ 479,292					
Back-Up Generator Skagit 911																						
Depreciation Costs	\$ 7,750	\$ 7,983	\$ 8,222	\$ 8,469	\$ 8,723	\$ 8,984	\$ 9,254	\$ 9,532	\$ 9,817	\$ 10,112	\$ 10,415	\$ 10,728	\$ 11,050	\$ 11,381	\$ 11,723	\$ 12,074	\$ 12,436	\$ 12,810	\$ 13,194	\$ 13,590		\$ 208,245
Replacement Year																						
Logging Recorder																						
Depreciation Costs	\$ 14,667	\$ 15,107	\$ 15,560	\$ 16,027	\$ 16,507	\$ 17,003		\$ 13,553	\$ 13,959	\$ 14,378	\$ 14,810	\$ 15,254	\$ 15,711	\$ 16,183		\$ 14,835	\$ 15,281	\$ 15,739	\$ 16,211	\$ 16,697	\$ 17,198	\$ 17,714
Replacement Year							\$ 94,870							\$ 103,848								
Maintenance Truck																						
Depreciation Costs	\$ 8,800	\$ 9,064	\$ 9,336	\$ 9,616	\$ 9,904		\$ 4,672	\$ 4,812	\$ 4,957	\$ 5,105	\$ 5,258	\$ 5,416	\$ 5,579	\$ 5,746	\$ 5,918	\$ 6,096		\$ 5,356	\$ 5,517	\$ 5,682	\$ 5,853	\$ 6,028
Replacement Year						\$ 46,720											\$ 53,560					
Annual Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 393,261	\$ 121,048	\$ 94,870	\$ -	\$ 1,384,557	\$ -	\$ -	\$ 214,387	\$ 430,478	\$ 138,157	\$ 103,848	\$ -	\$ 590,321	\$ 83,803	\$ -	\$ -	\$ 679,463	\$ 302,292
Cumulative of Fund	\$ 206,204	\$ 412,408	\$ 618,612	\$ 824,815	\$ 637,758	\$ 722,914	\$ 834,248	\$ 1,040,452	\$ (137,902)	\$ 68,302	\$ 274,506	\$ 266,323	\$ 42,049	\$ 110,096	\$ 212,451	\$ 418,655	\$ 34,538	\$ 156,939	\$ 363,143	\$ 569,347	\$ 96,088	\$ -

Skagit 911 Equipment Replacement and Reserve Schedule

Includes New Projects Listed in the 2022-2032 CIP

	Year Purchased	Life Span	Replacement Start Cost	Annual Inflation Factor	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Totals
Motorola MCC7500E Radio System (End of Life Replacement)																	REPLACE									
Costing Factors	2021	12	\$ 1,200,000	5%	\$ 105,000	\$ 110,250	\$ 115,763	\$ 121,551	\$ 127,628	\$ 134,010	\$ 140,710	\$ 147,746	\$ 155,133	\$ 162,889	\$ 171,034	\$ 179,586	\$ 188,565	\$ 154,989	\$ 162,738	\$ 170,875	\$ 179,419	\$ 188,390	\$ 197,809	\$ 207,700	\$ 218,085	
Replacement Year	2033																\$1,859,863									
Microwave Radio System (Loop - Radios Only)							REPLACE											REPLACE								
Costing Factors	2009	10	\$ 195,000	5%	\$ 68,250	\$ 71,663	\$ 75,246	\$ 21,516	\$ 22,592	\$ 23,721	\$ 24,907	\$ 26,153	\$ 27,460	\$ 28,833	\$ 30,275	\$ 31,789	\$ 33,378	\$ 35,047	\$ 30,567	\$ 32,095	\$ 33,700	\$ 35,385	\$ 37,154	\$ 39,012	\$ 40,963	
Replacement Year	2023						\$ 215,158											\$ 305,671								
Microwave Radio System (Guemes - Radios Only)								REPLACE									REPLACE									
Costing Factors	2014	9	\$ 66,000	5%	\$ 16,500	\$ 17,325	\$ 18,191	\$ 19,101	\$ 7,902	\$ 8,297	\$ 8,712	\$ 9,147	\$ 9,605	\$ 10,085	\$ 10,589	\$ 11,119	\$ 11,675	\$ 9,681	\$ 10,165	\$ 10,674	\$ 11,207	\$ 11,768	\$ 12,356	\$ 12,974	\$ 13,622	
Replacement Year	2024						\$ 71,117										\$ 87,131									
Microwave Radio System (Illabot Creek - Radios Only)						REPLACE											REPLACE									
Costing Factors	2009	10	\$ 67,000	5%	\$ 33,500	\$ 35,175	\$ 6,868	\$ 7,211	\$ 7,571	\$ 7,950	\$ 8,347	\$ 8,765	\$ 9,203	\$ 9,663	\$ 10,146	\$ 10,654	\$ 11,186	\$ 9,757	\$ 10,244	\$ 10,757	\$ 11,294	\$ 11,859	\$ 12,452	\$ 13,075	\$ 13,728	
Replacement Year	2022					\$ 68,675											\$ 97,565									
Microwave Radio System (South Lookout - Radios Only)															REPLACE										REPLACE	
Costing Factors	2021	10	\$ 53,000	5%	\$ 5,300	\$ 5,565	\$ 5,843	\$ 6,135	\$ 6,442	\$ 6,764	\$ 7,103	\$ 7,458	\$ 7,831	\$ 8,222	\$ 8,633	\$ 7,530	\$ 7,906	\$ 8,301	\$ 8,716	\$ 9,152	\$ 9,610	\$ 10,090	\$ 10,595	\$ 11,125	\$ 11,681	
Replacement Year	2031														\$ 75,296										\$ 94,706	
Motorola M-Core (End of Life Replacement)																	REPLACE									
Costing Factors	2021	12	\$ 850,000	5%	\$ 70,833	\$ 74,375	\$ 78,094	\$ 81,998	\$ 86,098	\$ 90,403	\$ 94,923	\$ 99,670	\$ 104,653	\$ 109,886	\$ 115,380	\$ 121,149	\$ 127,206	\$ 104,556	\$ 109,784	\$ 115,273	\$ 121,036	\$ 127,088	\$ 133,443	\$ 140,115	\$ 147,121	
Replacement Year	2033																\$ 1,254,670									
Fire Infrastructure End Of Life Replacement (FTAC 6, FTAC 7, FTAC 2)													REPLACE													
Costing Factors	2014	15	\$ 750,000	5%	\$ 83,333	\$ 87,500	\$ 91,875	\$ 96,469	\$ 101,292	\$ 106,357	\$ 111,675	\$ 117,258	\$ 123,121	\$ 61,259	\$ 64,322	\$ 67,538	\$ 70,915	\$ 74,460	\$ 78,183	\$ 82,093	\$ 86,197	\$ 90,507	\$ 95,032	\$ 99,784	\$ 104,773	
Replacement Year	2029												\$ 918,880													
Fire Infrastructure End Of Life Replacement (FTAC 3, FTAC 5, FTAC 8)																	REPLACE									
Costing Factors	2018	15	\$ 750,000	5%	\$ 62,500	\$ 65,625	\$ 68,906	\$ 72,352	\$ 75,969	\$ 79,768	\$ 83,756	\$ 87,944	\$ 92,341	\$ 96,958	\$ 101,806	\$ 106,896	\$ 112,241	\$ 73,804	\$ 77,494	\$ 81,369	\$ 85,437	\$ 89,709	\$ 94,195	\$ 98,905	\$ 103,850	
Replacement Year	2033																\$ 1,107,061									
LETAC End of Life Hardware Replacement						REPLACE																REPLACE				
Costing Factors	2005	15	\$ 200,000	5%	\$ 100,000	\$ 105,000	\$ 13,667	\$ 14,350	\$ 15,068	\$ 15,821	\$ 16,612	\$ 17,443	\$ 18,315	\$ 19,230	\$ 20,192	\$ 21,201	\$ 22,262	\$ 23,375	\$ 24,543	\$ 25,771	\$ 27,059	\$ 28,412	\$ 21,555			
Replacement Year	2022					\$ 205,000																\$ 323,319				
Uninterruptable Power Supply														REPLACE												
Costing Factors	2018	12	\$ 80,000	5%	\$ 7,000	\$ 7,350	\$ 7,718	\$ 8,103	\$ 8,509	\$ 8,934	\$ 9,381	\$ 9,850	\$ 10,342	\$ 10,859	\$ 7,337	\$ 7,704	\$ 8,089	\$ 8,494	\$ 8,918	\$ 9,364	\$ 9,832	\$ 10,324	\$ 10,840	\$ 11,382	\$ 11,951	
Replacement Year	2030													\$ 88,045												
Radio Site Common Equipment											REPLACE											REPLACE				
Costing Factors	2017	10	\$ 300,000	5%	\$ 45,000	\$ 47,250	\$ 49,613	\$ 52,093	\$ 54,698	\$ 57,433	\$ 60,304	\$ 36,639	\$ 38,471	\$ 40,395	\$ 42,414	\$ 44,535	\$ 46,762	\$ 49,100	\$ 51,555	\$ 54,133	\$ 56,839	\$ 59,681	\$ 52,052	\$ 54,655	\$ 57,388	
Replacement Year	2027										\$ 366,390											\$ 520,523				
ProQA Servers & Hardware											REPLACE							REPLACE							REPLACE	
Costing Factors	2020	7	\$ 450,000	5%	\$ 67,500	\$ 70,875	\$ 74,419	\$ 78,140	\$ 82,047	\$ 86,149	\$ 90,456	\$ 78,512	\$ 82,438	\$ 86,560	\$ 90,888	\$ 95,432	\$ 100,204	\$ 105,214	\$ 91,321	\$ 95,887	\$ 100,681	\$ 105,716	\$ 111,001	\$ 116,551	\$ 122,379	
Replacement Year	2027										\$ 549,586							\$ 639,247							\$ 743,537	
Network Switches, Firewalls, Routers												REPLACE							REPLACE							
Costing Factors	2021	7	\$ 100,000	5%	\$ 15,000	\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107	\$ 20,462	\$ 21,485	\$ 22,560	\$ 23,688	\$ 24,872	\$ 26,116	\$ 27,422	\$ 23,801	\$ 24,991	\$ 26,240	\$ 27,552	\$ 28,930	\$ 30,376	
Replacement Year	2028											\$ 143,237							\$ 166,605							
Console Furniture																					REPLACE					
Costing Factors	2017	20	\$ 225,000	5%	\$ 16,875	\$ 17,719	\$ 18,605	\$ 19,535	\$ 20,512	\$ 21,537	\$ 22,614	\$ 23,745	\$ 24,932	\$ 26,179	\$ 27,488	\$ 28,862	\$ 30,305	\$ 31,820	\$ 33,411	\$ 35,082	\$ 36,836	\$ 21,803	\$ 22,893	\$ 24,038	\$ 25,239	
Replacement Year	2037																				\$ 436,056					

Skagit 911 Equipment Replacement and Reserve Schedule

Includes New Projects Listed in the 2022-2032 CIP

Site Generators -Christian Camp Rd																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 8.b.

Agenda Item Title: Community Youth Center Update

Staff Contact(s): JONN LUNSFORD

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
JONN LUNSFORD	Discussion

Item Summary: This discussion is to update City Council on the status of the youth and community center and collaboration with our local partners. The new location being discussed is south of the Ben Root Skate Park on "R" Avenue.

Budget Impact:

Construction of the project is likely to cost over \$20 million dollars as currently envisioned. Annual operating costs would be a yet to be determined amount but early estimates are up to \$350,000 annually. The current discussion is to have private funds pay for construction and the city to then own and operate the facility.

Previous Action: Discussion of the center in collaboration with the Fidalgo Pool at previous City Council meetings.

Recommended Motion: none.

Alternative Actions: Continue discussion at future meetings.

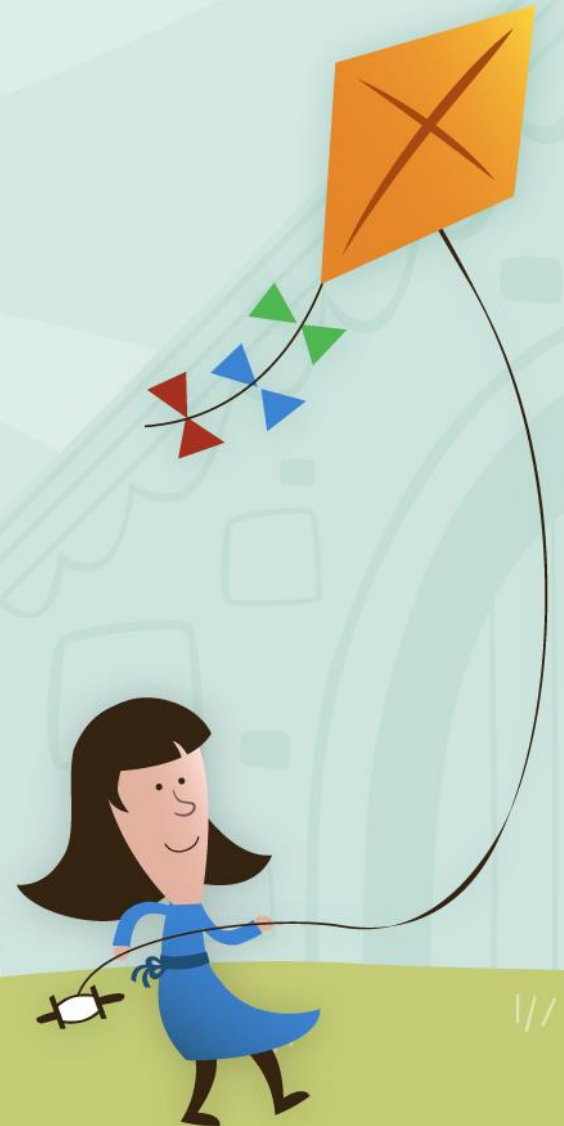
Attachments (listed in order presented):

1. Anacortes Youth Center 2022-04-18

Anacortes Youth Center

a proposed partnership between the City of Anacortes,
Boys & Girls Clubs of Skagit County, and MJB

Presentation to the
Anacortes City Council
April 25, 2022





- Childcare is a critical need in our community
- Our community needs another gym for Parks Department activity programming
- Anacortes Boys & Girls Clubs needs a better, safer, permanent home with outdoor space
- Especially in the wake of COVID, supporting our youth is critical for their social/emotional development

Why a youth center?



Under 5 years	994	2,530 school age children
5 to 9 years	892	
10 to 14 years	743	
15 to 19 years	895	

(2020 Census data)

Children in Anacortes

**YOUNG PEOPLE
WHO NEED US MOST**



**OUTCOME-DRIVEN
CLUB EXPERIENCE**



**PRIORITY
OUTCOMES**



REGULAR ATTENDANCE

HIGH-YIELD ACTIVITIES

TARGETED PROGRAMS

FIVE KEY ELEMENTS

Safety, Fun, Supportive Relationships,
Opportunity, Recognition



ACADEMIC
SUCCESS



HEALTHY
LIFESTYLES



GOOD CHARACTER
& CITIZENSHIP

About the Boys & Girls Clubs



- 10 sites throughout Skagit County
- Daycare to open at the Anacortes Family Center's new Landing Apartments
- Anacortes club has operated out of the basement of City Hall since 2012
- Offers bus service from select schools during normal operations

About the Boys & Girls Clubs

250

kids and teens
ages 6-18 annually



52%

Single-Parent Households



14%

Children of Military



1,450

hours of after-
school + full-day
summer programs



69%

Free and Reduced Lunch



34%

BIPOC (vs 25% of overall
student population)

Boys & Girls Clubs—Impact in Anacortes

What we've done so far

- 2014: started Community Youth Taskforce meetings
(Anacortes Police, Fire, Parks Departments; Island Health; Anacortes School District; Youth Dynamics; Compass Health; Boys and Girls Clubs)
- 2016: first major donor stepped forward
- 2017: Feasibility Report evaluating various sites
- 2017-2019: work with school and pool districts on siting
- 2021: breakthrough offer of vacant property



Breakthrough Proposal:

**MJB offers land adjacent
to skateboard park**



2021: MJB proposed ROW vacation

- City to vacate ROW (including 22nd Street bathrooms) to MJB adjacent to their building site
- MJB to fund new bathrooms at Skateboard Park



What if MJB donated additional property?





Proposed Site

- Approximately 2.4 acres
- Owned by MJB
- Zoned Industrial (CUP required)
- Adjacent to R4 zone and expected high-density residential re-development



- Integrated campus with Skateboard Park and TT Trail
- Admin/storage space for Parks Department
- Space for BGC (qualified for state childcare licensing)
- At least one regulation-sized gym
- Outdoor recreation space
- Potential lease space for other youth-serving organizations



Proposed Facility



Breakthrough Proposal

- MJB to transfer acreage to City at no cost
- BGC to lead capital fundraising campaign to fund 100% of design and construction
- City to own, operate, and maintain facility



Timeline

	2022			2023				2024				2025
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Fundraising Feasibility Study												
Develop MOU												
Finalize Project Scope												
State LCP Grant Requests for A&E												
Fundraising Campaign												
Architecture and Design												
Permitting (including CUP)												
State YRF/BCF grants												
Construction												



What's next?

how do we make this
project a reality?



What's needed from City Council?

1. Coordination with the Skateboard Park design to maximize Youth Center site potential.
2. Commitment to accept, operate, and maintain the new facility upon completion.
3. Commitment to a long-term lease of a portion of the new facility to Boys & Girls Clubs of Skagit County.



any questions?





Agenda Item: 8.c.

Staff Contact(s): JONN LUNSFORD

Action Type

Budget Impact:

Previous Action: Discussion at Parks and Recreation Commission and Parks and Recreation City Council sub-committee.

Alternative Actions: Refer back to Parks and Recreation Commission for further discussion.

1. City Council 04252022 Grand View Cemetery

A photograph of Grand View Cemetery. In the foreground, several gravestones are visible on a green lawn. A large, dark, rectangular stone marker stands prominently in the center. To its right, a more ornate, multi-tiered stone monument is visible. In the background, a body of water (likely a bay or lake) stretches across the middle ground, with a bridge visible in the distance. Beyond the water, a range of mountains is visible under a clear sky. Some trees and shrubs are scattered throughout the cemetery. The overall scene is peaceful and scenic.

Grand View Cemetery Fee Discussion

Grand View Cemetery Expansion: Pre-Construction



Grand View Cemetery Expansion: Post Construction



Comparable Fees at other Publicly Owned Cemeteries:

Cemetery	Lot Price	Urn Lot	Columbarium
Grand View-current	\$ 814.00	\$ 616.00	n/a
Bayview-Bellingham (city owned)	\$1800-2012	\$558-1451	\$1785-1910
Union-Sedro Woolley (city owned)	\$ 900.00	\$ 500.00	\$600-1250
Arlington (city owned)	\$ 2,000.00	\$ 775.00	\$900-1400
Maple Leaf-Oak Harbor	\$ 1,000.00	\$ 650.00	n/a

Columbarium Designs



Fees for Consideration:

Lot Price:	\$1,300
Urn Lot Price:	\$616
Columbarium Price:	\$1095 - \$1520



Questions?



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 8.d.

Agenda Item Title: Contract Modification: Wastewater Treatment Plant Outfall - Design #20-032-SEW-007

Staff Contact(s): TIM HOHMANN

Approved for Submittal to Council by **Action Type**

TIFFANY MATSON

Contract Modification

TIFFANY MATSON

DARCY SWETNAM

Item Summary: City staff seek City Council consent to award a contract modification in the amount of \$217,406 to HDR Engineering, Inc., increasing the total contract price to \$1,208,929.18, to include the construction management services for the marine portion of the Wastewater Treatment Plant Outfall project. In addition, the period of performance is extended to September 30, 2023.

Background:

1. **History:** The City is proceeding with the design and construction of a new wastewater treatment plant outfall and improvements to replace aging infrastructure. The new outfall pipe will also increase discharge of treated sewage to the new outfall. This amendment to the scope of services covers construction management services of the marine phase.
2. **Key Terms:**
 - Contract is on a time-and-materials basis not-to-exceed \$1,208,929.18.
 - The period of performance under this Agreement is extended through September 30, 2023.
3. **Competitive Bidding:** Competitive Bidding: Per RCW 39.80 this engineering consultant was selected from the City's MRSC Architectural, Landscape Architectural, and Engineering Service Roster to provide a proposal for this scope of work, after which a price was negotiated.

Budget Impact:

Contractor	HDR Engineering, Inc.
Original Agreement Amount	\$991,523.18
Current Agreement Amount	\$991,523.18
Change Per this Modification	\$217,406.00
Total After Modification	\$1,208,929.18
Earmarked Funds	\$1,450,000.00
Paid on Contract as of 4/19/22	\$925,038.17
BARS #	440.000.594.35.63
Budget Amendment Required?	Yes
Revenue Source?	Sewer funds
Start Date	Contract execution
End Date	09/30/2023

Previous Action: Council approved contract [18-179-SEW-001](#) for the Sanitary Sewer Storage Study – Phase 1 Planning-10% Design at the [12/17/18](#) Council meeting. Contract [20-032-SEW-001](#) with Dalton, Olmsted & Fuglevand, Inc. was executed on 4/16/20, and [Modification 01](#) for the contract was approved at the [10/26/20](#) Council meeting. Contract [20-032-SEW-002](#) for HDR to perform the Pre-Design Phase 2 work was approved at the [2/3/20](#) Council meeting. Contract [20-032-SEW-003](#) for Widener and Associates to provide permitting services was also approved at the [2/3/20](#) Council meeting. Contract [20-032-SEW-008](#) for Pacific Pile & Marine, LP to perform the Marine Phase of the Wastewater Treatment Plant Outfall Relocation was approved at the [3/7/22](#) Council meeting. Contract [20-032-SEW-007](#) for HDR Engineers, Inc. to perform the final design of the outfall, including both onshore and offshore portions, was approved at the [1/25/21](#) Council meeting. [Modification 01](#) was executed on 12/16/2021 extending the period of performance through 12/31/2022.

Recommended Motion: I move that City Council authorize the Mayor to sign a modification to contract 20-032-SEW-007 with HDR Engineering, Inc. in the amount of \$217,406.00, increasing the total contract price to \$1,208,929.18.

Alternative Actions: Not approve the contract modification.

Attachments (listed in order presented):

1. 20-032-SEW-007 Mod 02



Contract Number 20-032-SEW-007
MODIFICATION 02

Date April 25, 2022
Page 1 of 1 Pages

Project Title Wastewater Treatment Plant Outfall - Design
Prime Contractor HDR Engineering, Inc

BACKGROUND

This modification is issued in accordance with Article 23, Changes/Additional Work and provides for an addition to the Scope of Work to include Amendment 2 to the Scope of Services. Accordingly, the contract price is increased from \$991,523.18 by \$217,406.00 to \$1,208,929.18, and the following changes are incorporated under this contract:

ARTICLE 1. Scope Of Work The following second paragraph is added:

“Per Modification 02, Contractor shall perform additional work as detailed in Amendment 2 to the Scope of Services (Exhibit C) which is attached hereto and incorporated by reference.”

ARTICLE 3. Price The first sentence is revised to read:

“The work performed under this Agreement shall be performed on a time-and-materials (T&M) basis not-to-exceed **One Million Two Hundred Eight Thousand Nine Hundred Twenty-Nine Dollars and Eighteen Cents** (\$1,208,929.18).”

ARTICLE 4. Period of Performance is revised to read:

“The period of performance under this Agreement is through September 30, 2023.”

All other terms of the contract remain unchanged.

CITY OF ANACORTES

HDR ENGINEERING, INC

By _____
Matt Miller, Mayor

By _____

Date _____

Title _____

Date _____

Original Agreement Amount	<u>\$991,523.18</u>	Original Contract Completion Date	<u>12/31/2021</u>
Current Agreement Amount	<u>\$991,523.18</u>	Current Contract Completion Date	<u>12/31/2022</u>
Change Per this Modification	<u>\$217,406.00</u>	Net Change	<u>273 Days</u>
Total After Modification	<u>\$1,208,929.18</u>	Contract Completion Date After Change	<u>09/30/2023</u>

Exhibit C

City of Anacortes Wastewater Treatment Plant Outfall Final Design and Construction

Amendment 2 Scope of Services

April 2022



929 108th Avenue NE
Suite 1300
Bellevue, WA 98004
(425) 450-6200



**929 108th Avenue NE
Suite 1300
Bellevue, WA 98004
(425) 450-6200**

Table of Contents

Task 2100 Project Management (HDR)	1
Objective	1
Consultant Services	1
Client Responsibilities	1
Assumptions	1
Deliverables	1
Subtask 4000 Engineering Services During Construction (HDR, CME, Geo)	2
Objective	2
Subtask 4010 Marine Outfall Construction (CME)	2
Consultant Services	2
Client Responsibilities	2
Assumptions	2
Deliverables	3
Subtask 4020 Upland Outfall Construction (HDR, Geo)	3
Consultant Services	3
Client Responsibilities	3
Assumptions	3
Deliverables	3

EXHIBIT C

SCOPE OF SERVICES

Background

The City of Anacortes' (City) is proceeding ahead with the construction of the marine portion of the new wastewater treatment plant outfall. The City has not executed a construction contract for the upland portion of the plant outfall. The City is evaluating the contractor's proposal for the upland portion of the outfall and determining if a contract will be executed with the contractor. This scope of services amends the engineering services during construction for the marine portion of the outfall beyond what was included in past Agreement and Amendments. This scope also includes ongoing assistance to the City during the evaluation of the contractor's proposal and possible award of the construction contract for the upland portion of the outfall.

Scope of Services

The following tasks are included in this scope of services:

- Task 2100 Project Management
- Task 4000 Engineering Services during Construction

Task 2100 Project Management (HDR)

Objective

The purpose of this task is to monitor, control and adjust scope, schedule, and budget as well as provide monthly status reporting, accounting, and invoicing.

Consultant Services

1. Continue to provide project management services as defined in the original agreement.

Client Responsibilities

1. Attend project management meetings.
2. Timely processing and payment of invoices.
3. Review and process contract change requests and amendments, if needed.

Assumptions

1. Project management meetings will continue to be held once a week with online conferencing using Webex.
2. 20 additional weekly project meetings will be conducted.

Deliverables

1. Monthly reports and invoices (one copy with invoice, PDF format).
2. Monthly project schedule and budget updates (PDF format).

Subtask 4000 Engineering Services During Construction (HDR, CME, Geo)

Objective

Provide Engineering services during construction (SDCs) to assist the City during the construction of the various elements of the project including the outfall pipeline (offshore and onshore segments).

Subtask 4010 Marine Outfall Construction (CME)

Budget beyond what was included in the original agreement for the marine portion of the outfall construction was used for additional services to assist the City in securing proposals for the marine portion of the outfall. This scope further defines the services that will be provided during the construction phase of the marine portion of the outfall.

Consultant Services

1. During construction:
 - a. Receive and distribute submittals provided by DOF.
 - b. Review and respond to Specification Divisions 02, 03, 05, 13 and 15 submittals.
 - c. Respond to contractor requests for information (RFIs).
 - d. Assist DOF in developing change orders.
 - e. Participate in construction meetings remotely.
2. Provide onsite observation including:
 - a. Concrete anchor precasting facility and fabrication.
 - b. Pipe tow to jobsite.
 - c. Controlled submergence of the marine outfall.
 - d. Shoreline shoring system and excavation.
 - e. Shoreline restoration riprap final placement.
 - f. Offsite location of HDPE fusion, launching and anchor attachment.
 - g. Staging for and during controlled submergence.

Client Responsibilities

1. DOF will provide construction management services including distribution of submittals and RFIs.
2. Daily observation of the contractor's construction activities will be by the City or DOF.

Assumptions

1. The City is contracting DOF to execute the onsite construction management activities.
2. Services for CME under this task are based on time and materials plus expenses.

Deliverables

1. Review comment on submittals.
2. Responses to contractor requests for information.
3. Field observation records.

Subtask 4020 Upland Outfall Construction (HDR, Geo)

Consultant Services

1. Continue to provide support to the City during the award process of the upland outfall contract.

Client Responsibilities

1. Continue to work with Widener Associates regarding external funding and determining if the City is in a position to award a contract.

Assumptions

1. The City is contracting with DOF to execute the onsite construction management activities.
2. Services under this task are based on time and materials plus expenses for HDR in accordance with the attached labor estimate.
3. Services under this task are based on time and materials plus expenses with a fee not to exceed \$10,000 for GeoEngineers.
4. An additional amendment will be required for engineering services during construction for the upland portion of the outfall.

Deliverables

1. Specific deliverables will be provided as required within the budget available.

Schedule

The preliminary schedule for the project is as follows:

Milestones	Date
SubTask 4010 - Marine Outfall Construction	Ongoing to December 2022
SubTask 4020 - Upland Outfall Construction	September 2023

LABOR ESTIMATE, HDR ENGINEERING STAFF

City of Anacortes: Anacortes WWTP Outfall Final Design Ph 3



		Project Role	Bergstrom, Eric C	Wilkinson, John James (Jack)	Nolan, Laura Anne	Total Labor Hours	Total Labor Dollars
		Billing Rate	Project Manager 345.73	Project Controller 104.16	Business Class Lead 270.05		
		HDR Job Title	PJM.PJM310.Proj ect Manager Engineering Sr	FIN.FIN210.Projec t Accountant 1	MGT.MGT420.Are a Business Class Leader		
Direct Rates			108.04	32.55	84.39		
2100	Project Management		40	40	0	80	\$ 17,995.60
	1.1 Project Setup					0	\$ -
	1.2 Project Mgmt Plan / Quality Mgmt Plan / HASP					0	\$ -
	1.3 Coordination and Monitoring					0	\$ -
	1.4 Invoicing / Status Reporting / EV / WorkPlan		40	40		80	\$ 17,995.60
	1.5 Subconsultant Management					0	\$ -
	1.6 Project Closeout					0	\$ -
	1.7 PM Meetings					0	\$ -
	1.8 PARR and Mgmt Review					0	\$ -
	1.9 QA/QC					0	\$ -
4000	Services During Construction		60	0	120	180	\$ 53,149.80
	4010 Marine Outfall Construction					0	\$ -
	4020 Upland Outfall Construction		60		120	180	\$ 53,149.80
Task Total Hours			100.00	40.00	120.00	260.00	
Task Total Fee			\$ 34,573.00	\$ 4,166.40	\$ 32,406.00		\$ 71,145.40

SUBCONSULTANTS

City of Anacortes: Anacortes WWTP Outfall Final Design Ph 3

	Cosmopolitan Marine Engineering	GeoEngineers	Total Subconsultants	Sub Markup	Total Subconsultants + Markup
SUBCONSULTANTS				3.00%	

4000	Services During Construction					
	Task Total	\$132,000.00	\$10,000.00	\$142,000.00	\$4,260.00	\$146,260.00
	Total Subconsultants	\$ 132,000.00	\$ 10,000.00	\$ 142,000.00	\$ 4,260.00	\$ 146,260.00

FEE ESTIMATE

City of Anacortes: Anacortes WWTP Outfall Final Design Ph 3

				
Task #	Task Description	Total Labor	Total Subconsultants	Total For Proposal
2100	Project Management	\$17,996	\$0	\$17,996
4000	Services During Construction	\$53,150	\$146,260	\$199,410
		\$71,146	\$146,260	\$217,406



City Council Agenda Bill

Meeting Date: April 25, 2022

Agenda Item: 8.e.

Agenda Item Title: Resolution 3080 Establishing the Lodging Tax Advisory Committee for 2022

Staff Contact(s): DON MEASAMER

Approved for Submittal to Council by **Action Type**

DON MEASAMER

Resolution

STEVE HOGLUND

DARCY SWETNAM

Item Summary: Establishment of the Lodging Tax Advisory Committee for 2022 consistent with Ordinance 4019, AMC 2.48.020. 1. A City Council Member who, per RCW67.28.1817(1), must serve as chair of the LTAC. 2. Three representatives of businesses required to collect tax under RCW Chapter 67.28.3. Three persons involved in activities authorized to be funded by revenue received under RCW Chapter 67.28. A total of nine Talent Bank Applications were received and reviewed by Mayor Miller, Chairperson Council Member Young and staff. Resolution 3080 reflects persons recommended for the 2022 LTAC, all LTAC Talent Bank Applications are included in the packet.

Budget Impact:

Expenditures of lodging tax funds will be determined at a later date based on recommendations of LTAC and City Council approval.

Previous Action: Adoption of [Ordinance 4019](#), Creating New Chapter 2.48, Lodging Tax Advisory Committee

Recommended Motion: I move to approve Resolution 3080 Establishing the Lodging Tax Advisory Committee for 2022.

Alternative Actions: Revise Resolution 3080 as needed

Attachments (listed in order presented):

1. Resolution 3080
2. LTAC Talent Bank Applications

3. Additional LTAC Application

RESOLUTION 3080

A RESOLUTION ESTABLISHING THE LODGING TAX ADVISORY COMMITTEE MEMBERSHIP FOR 2022

WHEREAS, the Anacortes City Council adopted Ordinance 4019 April 4, 2022 setting requirements and rules for the Lodging Tax Advisory Committee (LTAC) consistent with 67.28.1816 and 67.28.1817 of the Revised Code of Washington; and

WHEREAS, the City Council has authority to appoint LTAC members for the remainder of the calendar year consistent with Ordinance 4019, Anacortes Municipal Code (AMC) 2.48.030 (A); and

WHEREAS, the City Council appointed Chair of the Committee for 2022 City Council member Anthony Young; and

NOW THEREFORE, BE IT RESOLVED BY THE ANACORTES CITY COUNCIL THAT THE FOLLOWING PERSONS ARE NAMED AS LODGING TAX ADVISORY COMMITTEE MEMBERS FOR THE YEAR 2022;

Representing Lodging Tax Revenue Generating Businesses:

John Kim, Ship Harbor Inn

Mark Lione, Cap Sante Inn

Alia Rossi, Majestic Inn & Spa

Representing Organizations Potentially funded by Lodging Tax Revenue

Anastasia Brencick, Anacortes Pride

Christy Lyman, Anacortes Chamber of Commerce

Sommer Carter, Anacortes Music Project

PASSED AND APPROVED by the City Council this ____ day of April, 2022.

CITY OF ANACORTES

Matt Miller, Mayor

ATTEST:

Steve D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

By: _____
Darcy Swetnam, WSBA# 40530
City Attorney



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

- | | |
|--|---|
| ☐ Accessible Community Advisory Committee | ☐ Anacortes Arts Commission |
| ☐ Civil Service Commission | ☐ Forest Advisory Board |
| ☐ Historic Preservation Board | ☐ Housing Authority Board |
| ☒ Lodging Tax Advisory Committee | ☐ Library Board of Trustees |
| ☐ Museum Advisory Board | ☐ Parks and Recreation Board |
| ☐ Planning Commission | |

Applicant Information

First Name *

Alia

Last Name *

Rossi

Address *

419 Commercial Ave

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 720-0510

Alternative Phone Number

(360) 299-1400

Email *

gm@majesticinnandspa.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I have been a part of the Majestic Inn & Spa for over 6 years and with to have a larger role in the community as a whole.

Please summarize your job-related skills, specialized training, or volunteer experience *

I'm familiar with record keeping and accounting, customer service skills and event setup. I was a volunteer for the Girl Scouts of America for 5 years.

List professional, trade, business, or civic associations and any offices held *

I am the general manger of The Majestic Inn & Spa.

List any additional information you would like us to consider *

I am hoping to take Russ Olivier's seat to represent the Majestic and other local hoteliers.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Russ Olivier

Email Address *

rolivier@vipgroup.com

Title/Position/Organization

Director of Operations / VIP Hospitality

Phone Number*

(775) 737-1288

Alternative Phone Number**Second Reference Name***

Tiffany Olivier

Email Address*

russtiff97@gmail.com

Title/Position/Organization

Paraeducator at Anacortes School District

Phone Number*

(775) 771-1321

Alternative Phone Number**Acknowledgements**

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature***Date***

4/13/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
☒ Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Su Hwan (aka John)

Last Name *

Kim

Address *

2315 22nd St.

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(206) 947-9106

Alternative Phone Number

Email *

shipharborinn.gm@gmail.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

To contribute what little talent I have for the betterment of the community.

Please summarize your job-related skills, specialized training, or volunteer experience *

Owner/Operator of Ship Harbor Inn

List professional, trade, business, or civic associations and any offices held *

N/A

List any additional information you would like us to consider *

N/A

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Vincnet Kim

Email Address *

s_kim@comcast.net

Title/Position/Organization

Owner/Partner at Ship Harbor Inn

Phone Number *

(360) 293-5177

Alternative Phone Number

Second Reference Name *

Joan Stewart

Email Address *

joanns@cityofanacortes.org

Title/Position/Organization

City of Anacortes

Phone Number *

(360) 293-1907

Alternative Phone Number

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

Su Hwan Kim

Date *

1/13/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

☐ Accessible Community Advisory Committee
☐ Civil Service Commission
☐ Historic Preservation Board
☒ Lodging Tax Advisory Committee
☐ Museum Advisory Board
☐ Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Mark

Last Name *

Lione

Address *

4902 Paisley Place

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 840-3051

Alternative Phone Number

(360) 293-0602

Email *

marklione@msn.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I am the owner of the Cap Sante Inn which generates tax revenue providing the dollars to fund multiple organizations which promote Anacortes as a destination location. I care about this community and am currently serving on the boards of the Chamber of Commerce, the Anacortes Arts Festival, the Anacortes Rotary Club and the Anacortes Family Center.

Please summarize your job-related skills, specialized training, or volunteer experience *

Job related skills include knowledge of customer service, marketing, leadership, and activities offered in and around Anacortes. Besides the non-profits listed above as a current board member, I have also served on the board of directors of the Skagit County Boys and Girls Club as well as the Skagit Symphony.

List professional, trade, business, or civic associations and any offices held *

Prior to settling in Anacortes, I spent 25 years in the clothing business working with companies such as Walmart, Target, Sears, JC Penney, Macy's, Nordstroms, Saks Fifth Ave, Neiman Marcus, and Costco. The largest company which I led as President attained an annual gross revenue of \$100 million.

List any additional information you would like us to consider *

I have served on LTAC for 15 years.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Meredith McIlmoyle

Email Address *

aafdirector@anacortesartsfestival.org

Title/Position/Organization

Executive director

Phone Number *

(360) 293-6211

Alternative Phone Number**Email Address ***

dclark@capsantecourt.com

Second Reference Name *

Duane Clark

Title/Position/Organization

Former Owner of Cap Sante Court

Phone Number *

(360) 202-8557

Alternative Phone Number**Acknowledgements**

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature ***Date ***

3/10/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Anastasia

Last Name *

Brencick

Address *

1515 12th St.

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(206) 200-9762

Alternative Phone Number

Email *

touchingmindbodyspirit@gmail.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

It's really important to me to offer my hands and energy in service to my community! I know our city is ready to embrace the kind of growth that brings us together, supporting our local businesses and also celebrating the diversity that we know makes our communities stronger and more resilient.

Please summarize your job-related skills, specialized training, or volunteer experience *

I've been a founding board member of Fidalgo Nature School and have been an executive member the full 4 years it has been open. We are a non-profit, fully outdoor preschool. I've worked in the health care profession as a medical massage therapist for the last 24 years, owning my own business for 20 years. I am also an educator, creating workshops internationally.

List professional, trade, business, or civic associations and any offices held *

I'm a current member of the chamber of commerce, but very new to that. I am also the vice president of the AHS PTSA as of this year, and am the vice chair of the non-profit, Anacortes Pride, which is bringing our first gay pride parade to Anacortes this summer.

List any additional information you would like us to consider *

I am committed to help in any way I can, and while I haven't ever worked in government settings, I am excited to learn!

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Amanda Hubik

Title/Position/Organization

City council member

Phone Number *

(360) 499-3856

Second Reference Name *

Julia Frisbie

Title/Position/Organization

past treasurer and founding board member of Fidaigo Nature School

Phone Number *

(503) 975-3778

Email Address *

amandah@cityofanacortes.org

Alternative Phone Number**Email Address ***

julia.m.kayser@gmail.com

Alternative Phone Number**Acknowledgements**

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature **Anastasia Brancik***Date ***

2/14/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

- ☐ Accessible Community Advisory Committee
- ☐ Civil Service Commission
- ☐ Historic Preservation Board
- ☒ Lodging Tax Advisory Committee
- ☐ Museum Advisory Board
- ☐ Planning Commission

- ☐ Anacortes Arts Commission
- ☐ Forest Advisory Board
- ☐ Housing Authority Board
- ☐ Library Board of Trustees
- ☐ Parks and Recreation Board

Applicant Information

First Name *

Christy

Last Name *

Lyman

Address *

819 Commercial Avenue, Suite F

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 293-7911

Alternative Phone Number

(425) 345-6680

Email *

christy@anacortes.org

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I would like to volunteer with the City to help community groups attract visitors to Anacortes. I'd like to use my career experience to help make strategic decisions for both the LTAC committee and the community groups.

Please summarize your job-related skills, specialized training, or volunteer experience *

I have been working in non-profit tourism marketing and fundraising for more than 13 years and have been working with community groups and media companies throughout the PNW. I'm well versed in building strategies and targeting audiences as well as running festivals and large events.

List professional, trade, business, or civic associations and any offices held *

Board member, Washington State Destination Marketing Organizations (WSDMO)
Member, NW PR Council (a subset of Washington PR Council)
Former member of the Association of Fundraising Professionals

List any additional information you would like us to consider *

In 2021, I had the opportunity to work with one of the nonprofits that were applying for funding to help them build a template for reporting analytics and track results and I really enjoyed it. I would love to be able to continue helping more folks if possible.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Jessica Kiser

Email Address *

jessica@anacortes.org

Title/Position/Organization

President/CEO

Phone Number *

(360) 293-7911

Alternative Phone Number

Second Reference Name *

Jeremy Carter

Email Address *

jeremycarter588@gmail.com

Title/Position/Organization

City Council

Phone Number *

(425) 773-5935

Alternative Phone Number

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

Christy Lyman

Date *

1/4/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
☒ Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Nancy

Last Name *

Rytand-Carey

Address *

100 Commercial Ave

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 770-3589

Alternative Phone Number

(360) 770-3589

Email *

nancy.carey@portofanacortes.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I would like to partake on this particular committee as the Port has been on the receiving end of this funding for many years.

Please summarize your job-related skills, specialized training, or volunteer experience *

volunteer service for many years with Leadership Skagit. I have worked between the Chamber and the Port for the last 8 years working as the events and marketing coordinator.

List professional, trade, business, or civic associations and any offices held *

none held

List any additional information you would like us to consider *

not at this time

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Brenda Treadwell

Email Address *

brenda.treadwell@portofanacortes.com

Title/Position/Organization

Director of Planning, Properties and Environmental, Port of Anacortes

Phone Number *

(360) 293-3134

Second Reference Name *

Dan Worra

Title/Position/Organization

Executive Director, Port of Anacortes

Phone Number *

(360) 293-3134

Alternative Phone Number

(360) 499-4011

Email Address *

dan.worra@portofanacortes.com

Alternative Phone Number

(360) 399-9425

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature ***Date ***

3/18/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
☒ Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Sara

Last Name *

Holahan

Address *

1511 38th St

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 333-0202

Alternative Phone Number

Email *

sara@saraholahan.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I have always felt it was important to volunteer in the community. Whether large or small, a person's contribution helps us become a better place. I have lived in Anacortes for 22 years and I have a range of skills that would be beneficial in many volunteer capacities. My experience on boards has given me good understanding of collaboration and planning. I am dedicated, I like to serve, and I enjoy working with people.

Please summarize your job-related skills, specialized training, or volunteer experience *

In my professional career I have worked as a library manager, librarian, teacher and in the hospitality field. I have good organizational skills and computer competence with some web site experience. I have knowledge of human resources issues and policy development. I have done budgeting, planned projects and been a problem solver. As a volunteer I have cashiered and done bookkeeping. I am currently treasurer for two organizations.

List professional, trade, business, or civic associations and any offices held *

I have been a member of Washington Library Association, American Association of University Women, Anacortes Community Garden, Anacortes Eagles and Fidalgo Bay Aquatic Reserve Citizen Stewardship Committee. I have been an officer of Skagit Soccer Referees Association, Anacortes High School PTSA, and am currently treasurer for Anacortes Food Coop and Rick Epting Foundation for the Arts.

List any additional information you would like us to consider *

I would be a good candidate for the Lodging Tax Advisory Committee. As a long-time resident, I understand the attractiveness of Anacortes to visitors from near and far. I am dedicated to the arts and to the environment, two areas where Anacortes excels and has potential to enhance offerings. I have some accounting knowledge so can work with budgets and grants. I have volunteered with many groups so I am familiar with different populations in the city. I am a good listener, believe in cooperation and I am reliable in my commitments.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Wayne Huseby

Email Address *

wmhuseby@gmail.com

Title/Position/Organization

Charter member Fidalgo Bay Aquatic Reserve Citizen Stewardship Committee, Friends of Skagit Beaches

Phone Number *

(360) 299-0641

Alternative Phone Number

Second Reference Name *

Rachel Muntean-Salazar

Email Address *

rachelscoolbeans@gmail.com

Title/Position/Organization

Co-Chair Anacortes Food Coop, Owner of Trinity Skate

Phone Number *

(360) 202-6876

Alternative Phone Number

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

Sara Helahan

Date *

3/14/2022



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

- | | |
|--|---|
| ☐ Accessible Community Advisory Committee | ☐ Anacortes Arts Commission |
| ☐ Civil Service Commission | ☐ Forest Advisory Board |
| ☐ Historic Preservation Board | ☐ Housing Authority Board |
| ☒ Lodging Tax Advisory Committee | ☐ Library Board of Trustees |
| ☐ Museum Advisory Board | ☐ Parks and Recreation Board |
| ☐ Planning Commission | |

Applicant Information

First Name *

Sommer

Last Name *

Carter

Address *

1519 7th Street

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(206) 491-5003

Alternative Phone Number

Email *

sommerleecarter@yahoo.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I am excited to grow the creative culture of our town. I hope to be a discerning member of the LTAC committee by supporting and inspiring current and new endeavors to enrich Anacortes.

Please summarize your job-related skills, specialized training, or volunteer experience *

I have volunteered with local community non-profits over the last 10 years as a leader in community building and organizing.

I was the Special Events coordinator for REI in Santa Ana CA.

List professional, trade, business, or civic associations and any offices held *

Transition Fidalgo and Friends: Secretary of the Board 2013-2017

Anacortes Music Project: Founding member and current President of the Board: 2017- current

List any additional information you would like us to consider *

I am thrilled to take part in civic engagement in Anacortes. This truly is a city where participation makes an impact. I am interested in actively working with groups who are building beautiful programs and businesses in our town. I feel that there is a renewed interest and inspiration to do this as we come out of the pandemic. I hope to offer insightful council with regard to this.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Evelyn Adams

Email Address *

evelynannadams@gmail.com

Title/Position/Organization

Founder and former president of Transition Fidalgo and Friends

Phone Number *

(360) 293-4048

Alternative Phone Number**Second Reference Name ***

Elizabeth Lovelett

Email Address *

lizlovelett@gmail.com

Title/Position/Organization

District 40 State Senator

Phone Number *

(360) 391-9928

Alternative Phone Number**Acknowledgements**

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

James Carter

Date *

3/9/2022



Talent Bank Application for Public Involvement

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What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
☐ Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
Parks and Recreation Board

Applicant Information

First Name *

Bryan

Last Name *

Holmes

Address *

1405 15th Street

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 317-5542

Alternative Phone Number

Email *

bholmes886@gmail.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

As a member of the business community, I believe this is an opportunity to give back to the people who support my business. Not only do I have the needed experience for such a position, I believe I can foster stronger relationships between businesses. It is my hope that I can bridge differing opinions while appropriately allocating funds. I would like to encourage existing business to keep operating by ensuring adequate support and to inspire new entrepreneurs.

Please summarize your job-related skills, specialized training, or volunteer experience *

As seen in my resume, I have standardised education requirements by adhering to government requirements and have work in a plethora of different contexts. My teaching and training experience have provided me with keen insights to meet the needs of individuals. I am a good listener and negotiator. I respect opinions but have a practical mindset by giving solid rationale behind my decisions.

List professional, trade, business, or civic associations and any offices held *

I am a member of the Anacortes Chamber of Commerce.

List any additional information you would like us to consider *

Please consider that I opened a business during COVID which shows entrepreneurship and know how. My relationship with my customers and other members of my community are strong. I support local business, like A-town Bistro and 3 Generations Jam. I outsource my products through them, I hire local designers and artists, and for repairs; I hire within my community. Lastly, I support local charities such the family centre and hospital. My background and personal philosophy while being a strong proponent for small business make me a candidate worth considering.

Attachments

Please attach a resume and/or other biographical information if you wish.

Copy of Copy of Resume American Version 12.pdf

68.44KB

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Colleen Craig

Title/Position/Organization

Email Address *

colleencraig@windermere.com

Phone Number *

(360) 770-9638

Alternative Phone Number

Second Reference Name *

Gina Walsh

Title/Position/Organization

Email Address *

Gina.walsh@peoplesbank.wa.com

Phone Number *

(360) 303-5642

Alternative Phone Number

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

Bryan J Holmes

Date *

3/22/2022

Personal Details

Training, teaching, and administration experience: 15 years

Nationality: American/Hong Kong Permanent Resident

Personal Statement

Involvement in training and leading an internationally recognized teaching program as a trainer and Director has been instrumental to my career. My extensive education and work experience have consolidated my knowledge and skills not only as a trainer but in leading and managing. In addition, it has steered me to develop courses and training sessions for Trinity College London and the Ministry of Education in Macau. Up until my most recent position I managed an intensive initial training course for Trinity College London. My role as Director of Teacher Training provided an opportunity not only to develop my skills in training and writing programs, but also business administration and management. For instance, adhering to governmental laws and regulations, managing accounting, and overseeing daily operations of the Trinity center in Hong Kong. As a result, over the last two years our profits increased from 1 to 6 percent. This was made possible by selecting appropriate trainers for training positions and cost cutting. For example, we created digital platforms and online content reducing the staffing hours as well eliminating 38 percent of paper products. We established a strong marketing campaign which generated additional business into China and the Far East.

As a manager and administration assistant, I'm extremely organized and have been complimented on my interpersonal skills. Staff and team members often comment on my ability to motivate and enable team members. Consequently, they had personalized their working roles by highlighting their strengths ultimately improving job satisfaction and work life balance. Lastly, I work very well under pressure and I can manage stress and make appropriate decisions while balancing a heavy workload.

Key strengths and experience include:

- Designing and delivering professional development and training programs for teachers including Trinity College London, British Council, and the Ministry of Education Macau
- Experience with decision making and leading a team of 4 trainers and improving and developing efficient systems
- Strong leadership, interpersonal, and communication skills
- Maintaining relationships with academic boards, such as (OFQUAL U.K.) the EDB of Hong Kong
- Proficient in Microsoft suite

Work Experience

Blackbird Wine Bar Anacortes WA 2020 - present

- Owner/Sole Proprietor

Miraval Spa and Resort Tucson AZ – Area Training Reservations Manager April 2019 – 2020

- Designed and executed induction program for new trainees between three resorts
- Wrote and support educational studies and provided statistical data
- Assessed calls and provided training and coaching
- Held Bi-weekly continuous professional development sessions
- Arranged cross department trainings between departments
- Contributed to revenue goals and provided trainings to increase profit
- Participated in additional projects

Central Catholic High - Portland Oregon, January – March 2019

- Substitute Teacher – All subjects
- Attendance
- Carried out lesson plans set by primary teacher

Director of Teacher Training: Trinity Cert TESOL, Trinity College London HK, Hong Kong, China 2014 - June 2016

Administration:

- Timetabling, overseeing record keeping, recruitment and academic activity in the center
- Coordinating trainers, writing input session, articles for the company website, responding to enquiries and complaints
- Resource management, overseeing payments, and accounting
- Leading trainees and moving business forward by eliminating waste and improving existing systems

Training activity:

- Delivering input sessions ranging from phonology, language awareness, classroom management, and lesson planning and design
- Observing trainees and providing feedback, after teaching practice
- Writing and delivering training sessions, such as trends in ESOL, special needs, and career development.

- Assessing assignments and academic work required for the courses
- Overseeing peer-observation and microteaching by course participants
- Designing and delivering professional development seminars e.g. language in a social context, discourse analysis, and methods of testing
- Advising course participants with lesson planning, assignment completion, and questions and concerns
- Responsible for development and standardization of Trinity course trainers

Part time Course Director and Teacher Trainer for the Trinity Cert TESOL and Diploma Course, Trinity College London HK, Hong Kong, China, 2016 - 2019

Administration:

- Course administration, accounting, timetabling, schedule meetings and minute notes
- Record keeping
- Organizing materials

Training activity:

- Observing and assessing trainees teaching practice and providing necessary feedback
- Assessing academic work and providing guidance
- Assisting trainees with lesson planning
- Responding to inquiries and concerns
- Writing materials and blogs regarding TESOL methodology for company website
- Delivering of methodology, skill-based and language awareness input and tutorials at Trinity Cert and Trinity Dip TESOL level
- Assessing teaching methodology and language awareness in trainees
- Course administration and course design input
- Delivery of general English classes from elementary to advanced levels

Teacher of English full time

British Council Hong Kong, China, 2009-2014

Teaching activity:

- Cambridge suite exam preparation, IELTS, and general English courses
- Intake placement testing and induction of new classes for new students
- Staff training sessions IELTS writing, speaking, reading, and listening
- Assessment of student work and progress
- Writing focus courses for EAP e.g. essay writing and constructing thesis statements
- Exam training for the international baccalaureate and Diploma of Secondary Education in Hong Kong
- Assessment and feedback on extended academic work coursework and exam essays

Full time Teacher of English and IELTS examiner

British Council Tunis, Tunisia, 2006-2009

Teaching activity:

- Delivery of general English classes from beginner to advanced levels
- IELTS examiner both speaking and writing examinations
- Delivered preparation courses for Cambridge exams FCE, CPE, and CAE
- Delivered English for negotiation courses for Ministry of Defense
- Delivered Business English courses for local banks and businesses
- Assessment and feedback on extended academic work coursework and exam essays
- Record keeping and course administration
- Delivered weekly teacher training sessions

Education and Qualifications

Masters in English Studies MA.E.d

the City University of Hong Kong, HK, 2015

Cambridge DELTA

University of Cambridge, Cambridge U.K., 2010

Trinity Cert TESOL

Trinity College London, London U.K., 2004

BSc Business Management

University of Phoenix, Seattle Washington, 2004

Associates AA Arts and Liberal Studies

Skagit Valley College, Mt Vernon Washington, 2002

References

Cindy Tuell, Attorney at Watersheds Project
A 738 N 5th Ave, suite 206 Tucson AZ 85705
T 520- 272-2454
E cyndi@westernwatersheds.org

Tom Garside, Director of Teacher Training, Trinity College London HK
A 6/f Gee Tuck Building, 16-20 Bonham Strand, Sheung Wan, Hong Kong
T +852 2815 1799
E tom.garside@englishforasia.com

Adam Giles Trinity College Representative Far East and China, Trinity College London HK
A 6/f Gee Tuck Building, 16-20 Bonham Strand, Sheung Wan, Hong Kong
T +852 2815 1799
E adam.giles@englishforasia.com

Andrea Hales, Director of Studies and Teaching British Council
T +886 2 8722 1000
E andrea.hales@britishcouncil.org.tw

Marcia Hunt

From: Don Measamer
Sent: Monday, April 25, 2022 8:24 AM
To: City Council; Matt Miller
Cc: Marcia Hunt
Subject: LTAC Application
Attachments: LTAC Application.pdf

Hello Mayor and Council Members,

Please find attached a LTAC application which came in late last week.

Best Regards



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

City of Anacortes

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

p: 360-299-1942

don@cityofanacortes.org | www.anacorteswa.gov



Talent Bank Application for Public Involvement

Thank you for your interest in serving on a Board or Commission! The City keeps all applications on file for two years and reviews them whenever there is an opening. If you are not selected right away, remember that many people apply and that there are not always openings available.

What position(s) are you interested in being considered for? *

Check all that apply

Accessible Community Advisory Committee
Civil Service Commission
Historic Preservation Board
☒ Lodging Tax Advisory Committee
Museum Advisory Board
Planning Commission

Anacortes Arts Commission
Forest Advisory Board
Housing Authority Board
Library Board of Trustees
☐ Parks and Recreation Board

Applicant Information

First Name *

Jennifer

Last Name *

Wilson

Address *

4403 Orchard Avenue

City *

Anacortes

State *

WA

ZIP Code *

98221

Phone Number *

(360) 202-3967

Alternative Phone Number

(360) 588-8789

Email *

jennifer2119@msn.com

Please describe your reasons for wanting to volunteer with the City of Anacortes *

I have been an Anacortes resident for 20 years now and care deeply about our community. I would like to be a member of the LTAC Committee to help attract visitors to Anacortes and stimulate economic growth in this wonderful town.

As the Communication Manager at the Anacortes Arts Festival, I have spent the last nine years working to bring approximately 300 artists and food vendors to Anacortes for our three-day festival each August. I also produce other events for our non-profit that help to bring the arts to our community, enriching the experience for both visitors and residents alike. I would like to be a member of the LTAC Committee to help attract visitors to Anacortes and stimulate economic growth in this wonderful town.

Please summarize your job-related skills, specialized training, or volunteer experience *

Prior to working for the AAF, I held various roles within the PR, advertising and communication fields. My skills are in customer service, event planning, marketing, administrative areas as well as working with boards on planning and budgeting. I have a BA in Speech Communication from the University of Washington. I have volunteered for Friends of the ACFL, the Anacortes School District and was past PTA president of Mount Erie Elementary.

List professional, trade, business, or civic associations and any offices held *

Communications Manager for the Anacortes Arts Festival

List any additional information you would like us to consider *

The AAF is the largest annual event in Skagit County, and I have experience working to bring between 90-100,000 visitors to Anacortes for our three-day festival. Our booth artisans sell \$1.2 - \$1.4 million during each festival and our overall economic impact to Anacortes is between \$2.5 - \$3 million. I would love to represent local nonprofits and event planners who are recipients of LTAC funding.

Thank you for your consideration.

Attachments

Please attach a resume and/or other biographical information if you wish.

References

Please provide the name and contact information for two references who are knowledgeable about your qualifications and skills relative to volunteering at the City of Anacortes.

First Reference Name *

Meredith McIlmoyle

Title/Position/Organization

Executive Director Anacortes Arts Festival

Phone Number *

(360) 708-4416

Email Address *

aafdirector@anacortesartsfestival.com

Alternative Phone Number**Second Reference Name ***

Laurie Gere

Title/Position/Organization

Past Mayor/Owner Gere-a-deli

Phone Number *

(360) 770-6612

Email Address *

lmgere@aol.com

Alternative Phone Number**Acknowledgements**

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature *

Jennifer Wilson

Date *

4/21/2022