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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

May 9, 2022
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Confirmation of Henry Hash as Public Works Director (Action)
 - b. Public Safety Committee (Discussion)
 - c. Port/City Liaison Committee (Discussion)
 - d. Housing Affordability and Community Services Committee (Discussion)
 - e. Planning Committee (Discussion)
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of May 2, 2022 (Action)
 - b. Approval of claims in the amount of \$413,453.42 (Action)
 - c. Resolution 3085: Rejecting All Bids for the WWTP Outfall Relocation – Upland Phase #20-032-SEW-009 (Action)
 - d. Resolution 3086: Waiving the State Competitive Bidding Requirements for the Purchase of OneScope Video Laryngoscopes (Action)
6. **Public Hearings**
 - a. * CDBG 2022 Action Plan (Discussion)
7. **Other Business**
 - a. * Access Anacortes Fiber Internet Update (Discussion)
8. **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.*

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.



City Council Memorandum

TO: Anacortes City Council
FROM: Matt Miller, Mayor
DATE: May 4, 2022
RE: Council Confirmation of Public Works Director

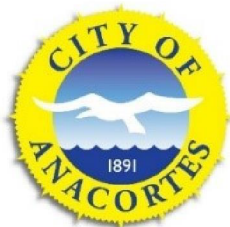
On Monday, May 9 I will ask for council's confirmation of my appointment of Henry Hash as the City of Anacortes Public Works Director. Mr. Hash accepted our contingent offer of employment and is scheduled to start work and begin his appointment in the director role on July 18th, 2022.

Mr. Hash has over thirty years of experience in municipal and county Public Works and Utilities Director roles. Mr. Hash has a BS in Civil Engineering and two master's degrees in public administration and management. He has also held PE licenses in several states. Most recently, Mr. Hash held successful interim roles in Arizona and was the Public Works Director for the City of Tukwila.

Mr. Hash will be responsible for directing the operations of each division of public works in support of our city goals.

I have attached Mr. Hash's redacted resume including further detail on his background and experience for your review.

Should you have any questions, please do not hesitate to contact me prior to the council meeting.



Application for Employment

City of Anacortes

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

(360) 299-1970 | FAX (360) 299-1982 | www.anacorteswa.gov

The City of Anacortes is an equal opportunity employer. All applicants will be considered regardless of race, color, national origin, citizenship or immigration status, creed, sex (including pregnancy), age (over 40), marital status, families with children, the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, genetic information, sexual orientation including gender identity, or status as an honorably discharged veteran or military status, or any other class protected by federal, state, or local law.

Instructions:

- Each question should be answered completely and accurately.
- To be able to save and return to your application later, use Google Chrome or Firefox as the web browser. **Save Draft at the bottom of the application form to continue at a later time.**
- Applicants are required to fill out a separate application for each position for which they apply.
- A completed City of Anacortes application is required for all positions; resumes may be submitted but will not be accepted as a substitute for a completed Employment Application.
- Please answer each question completely; unsigned or incomplete applications will not be considered.
- Verification of eligibility to work in the U.S. will be required if an employment offer is made.

Personal Information

First Name *

Henry

Middle Initial

H

Last Name *

Hash

Please list any other name(s) used during employment or education:

Can you provide proof of legal eligibility for employment in the U.S. within three business days of the date employment begins? *

- ☒ Yes
☐ No

Attach Cover Letter (Optional)

Anacortes
PWD.docx

24.11KB

Attach Resume (Optional)

Henry resume
2022.docx

27.15KB

Other Attachments (Optional)

You may attach up to three additional supplementary files if desired.

Position Information

Which position are you applying for? *

Public Works Director

Date available for work *

5/2/2022

Where did you learn of this opening?

APWA

Have you filed an application here before? *

☐ Yes

☒ No

Have you been employed here before? *

☐ Yes

☒ No

Are any of your relatives presently employed with the City of Anacortes? *

☐ Yes

☒ No

Do you have any commitments or other conflicts that would affect your promptness and/or regular attendance for this position? *

☐ Yes

☒ No

Will Accept (check all that apply) *

☒ Regular Full Time

☐ Regular Part Time

☐ Shift Work

☐ Temporary

☐ Seasonal

☐ Internship

Education and Training

High School Name & Location *

Aboo Saeed

Course of Study/Degree Received *

Mathematics

Undergraduate Institution Name & Location

Roger Williams University Bristol, RI

Course of Study/Degree Received

Civil Engineering/B.S.

Graduate School Name & Location

University of Massachusetts- Boston, MA

Course of Study/Degree Received

Public Administration/M.S.

Vocational/Technical Name & Location

Lesley University- Cambridge, MA

Course of Study/Degree Received

Management/M.S.

Related Certificates or Licenses

Professional Engineer license (PE), State of Arizona
Washington Emergency Management; ICS 100,200,400
FEMA; ICS-300

Other related seminars or training

Numerous job related trainings and certificates

English Language *

☒ Speak

☒ Read

☒ Write

Other Language(s)

Other Language

☐ Speak

☐ Read

☐ Write

Employment History

Starting with your current or most recent employer, please list your employment history, including military and voluntary service assignments. Click Add Another Employer below to create sections for as many prior employers as necessary.

Employer Name

City of Yuma, AZ

Title/Position

Director of Engineering

Employer Address

Yuma, AZ

Hours Per Week

40

Date Started

9/1/2021

Date Ended

12/3/2021

Specific Duties

Directed and managed the Engineering and development department

Eligible for Reemployment?**Reason for Leaving**

Was an interim position for three months

☐ Yes☒ No**Name & Title of Supervisor**

Jay Simonson, City Administrator

Supervisor Phone Number

(928) 373-5018

May we contact your previous supervisor for a reference?☒ Yes☐ No

Please explain any break in employment history.

Job Related Qualifications

List any additional skills, abilities, volunteer activities, awards, trades, businesses, civic associations or any offices held or other experiences not included above that you feel are relevant to the job for which you are applying.

Computer Skills☐ None☐ Beginner☒ Intermediate☐ Highly Proficient

List systems and software used.

List any additional information which may more fully describe your qualifications and capabilities.

Professional References

Please list three work-related references who have knowledge of your character and abilities, in addition to the supervisors listed in the Employment History Section. Do not list relatives.

Reference Name *

Jay Simonson

Reference Job Title *

City Administrator

Reference Employer *

City of Yuma, AZ

Relationship to Applicant *

Supervisor

Reference Name *

Stephanie Brown

Reference Job Title *

HR Director

Reference Employer *

City of Tukwila, WA

Relationship to Applicant *

Peer

Reference Name *

Zak Idan

Reference Job Title *

Council member

Reference Employer *

City of Tukwila, WA

Relationship to Applicant *

Council member/supervisor

Acknowledgements

Accuracy of Information. I certify that the information in this application is correct to the best of my knowledge. I understand that any misrepresentation or omission of any fact in my application, resume, or any other materials, or during interviews is grounds for disqualification from further consideration for employment, or for termination if employed.

Information Release. I authorize the City of Anacortes to contact any company, institution, or individual it deems appropriate to investigate my employment history, character, qualifications, driving record, and other job-related information. I give my full consent for all contacted persons, including former employers, to provide the information concerning this application. Further, I waive my right to bring a claim against these individuals for any damages arising from furnishing the requested information to the City of Anacortes. I also release the City of Anacortes from all liability that might result from checking such references.

Drug Testing. A post-offer drug and/or physical examination may be required. I understand that, as allowed by the Americans with Disabilities Act, any offer of employment may be withdrawn if I test positive for drugs and/or if a condition is discovered which does not permit me to perform the essential functions of the job and for which no reasonable accommodation can be made.

Application Status. I understand that this application is current for only 60 days. At the conclusion of this time, if I have not heard from the City of Anacortes and still wish to be considered for employment, it will be necessary to fill out a new application.

In the event of my employment with the City of Anacortes, I will comply with all rules, regulations, and policies set forth in the City's Personnel Policies or the communications distributed by the City. I also understand that the City has the right to modify its policies without giving me any advance notice of the changes.

AT-WILL EMPLOYMENT. I UNDERSTAND THAT IF I AM HIRED, MY EMPLOYMENT AT THE CITY OF ANACORTES IS "AT-WILL" AND MAY BE TERMINATED BY ME OR BY THE CITY OF ANACORTES AT ANY TIME FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE. I UNDERSTAND THAT NO EMPLOYMENT OFFER IS BEING MADE BY THE CITY OF ANACORTES AT THIS TIME. I ALSO UNDERSTAND THAT NOTHING IN THIS APPLICATION IS INTENDED TO IMPLY OR CREATE AN EMPLOYMENT CONTRACT AND THAT NO CITY OF ANACORTES REPRESENTATIVE HAS THE AUTHORITY TO MAKE ANY ASSURANCE TO THE CONTRARY.

I am providing the electronic equivalent of my signature and assert that I have read, understood and agree that the information in this employment application is true and correct to the best of my knowledge.

Applicant Signature *

A handwritten signature in cursive script that reads "Henry Hash". The signature is written in black ink on a light gray rectangular background.

Authorization to Past Employer, School, or Other Institution to Release Information

I have applied for employment with the City of Anacortes. As part of the application process the City of Anacortes conducts a reference check.

I therefore authorize and request that you furnish relevant, job-related information to the City of Anacortes and/or its agents in connection with this application.

I release from liability and I agree not to assert any claims or causes of action against all persons, corporations, and organizations supplying this information to the City of Anacortes and/or its agents. A photocopy of this authorization is as effective as the original.

Applicant Signature *

A handwritten signature in cursive script that reads "Henry Hash". The signature is written in black ink on a light gray rectangular background.

April 6, 2022

Dear HR Manager Wynn:

It is my pleasure to apply for the position of the Director of Public Works. I have over thirty years of experience as the Public Works and Utilities Director in various cities and counties including Skagit County and the City of Tukwila, WA. My departments have varied in size from smaller to 550 employees and the budget of \$300 million.

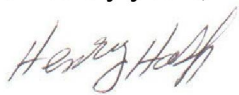
I have been semi-retired in the last 1 ½ year but have worked in two interim positions in Arizona. Working as interim director for the last several months, I realized that I still have much passion and energy for the job and for serving the public, and I truly miss it. So, I have decided to go back to a fulltime position for the next five years. My wife and I love to move back to Washington, especially Anacortes. This job is a perfect match for my qualifications and my goals.

Throughout my career, I have been dedicated to establishing and maintaining a strong customer service environment where employees respect and support each other. Working as the director of various departments, I have developed a solid foundation of management, budget, finance, operations, asset management, regulatory compliance, risk management, policy development, strategic planning, project delivery and negotiation skills with ability to create collaboration among all stakeholders. What I bring is the capacity to solve problems rapidly should they occur, to foresee potential problems and implement strategies to avoid them.

I understand the nature of the public works department, its role in local government and today's challenges in dealing with financial, environmental and regulatory requirements. I am politically astute, but apolitical. I know how to implement policies, directions and decisions in the most judicious and professional manner.

I have a B.S. Degree in Civil Engineering, an M.S. Degree in Public Administration, an M.S. Degree in Management, and hold a Professional Engineer License (PE) in Arizona. I am very enthusiastic about the opportunities that these positions present and look forward to discuss my qualifications in further detail with you. I can be reached at (559) 731-9106, please don't hesitate to call with any questions, thank you.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "Henry Hash", written in a cursive style.

Henry Hash

Henry Hash

PROFESSIONAL EXPERIENCE

Interim Director of Public Works & Utilities

Clarkdale, AZ January 2022- March 2022

Directed and managed the Public Works Department through subordinate division managers. The Department was comprised of water, wastewater, roads, cemetery, fleet, solid waste, and administration divisions. Examples of responsibilities include:

- Oversaw the daily operation of the Department
- Implemented the Council's and Manager's policies and priorities
- Developed the Department's budget and CIP program and established priorities
- Negotiated a transit agreement with Cottonwood Transit Authority

Interim Director of Engineering and Development

City of Yuma, AZ September 2021-December 2021

Directed and managed the Engineering and Development Department, reporting directly to the City Manager's office. The Engineering Department was comprised of five divisions, including traffic and 28 professional employees with an annual budget of \$160 million. Examples of accomplishments include:

- Implemented the City Manager's and City Council's policies and priorities
- Developed the Department's budget, policies, guidelines, and established priorities
- Oversaw the negotiations and award of contracts for \$156 million CIP budget
- Established a strong customer service environment and improved credibility
- Established an environment where employees respect/support/trust each other

Director of Public Works & Utilities

City of Tukwila, WA January 2018-July 2020 (retired)

Directed and managed the Department through subordinate division managers. The Department consisted of: Engineering, Development Review, Water, Sewer, Stormwater, Fleet, Streets, Solid Waste and Facilities. Examples of accomplishments are:

- Transformed the Department from a low morale/low efficiency department to a productive and high performing department by supporting and empowering employees
- Developed great working relationships with other departments and agencies
- Worked closely with staff and the Union to resolve longstanding issues

- Completed and closed-out numerous complicated and longstanding CIP projects
- Initiated staff training program for staff development & succession planning
- Held design firms, contractors and utility companies accountable for their action
- Created a Traffic Calming Program with strong support of the public and elected
- Improved customer service, efficiency, department credibility, and staff morale
- Developed a trusting relationship with the unions, staff, elected and the public
- Received millions of dollars of grant funding from state and federal agencies
- Modified all city buildings and developed new policies & operational procedures to address Covid-19 challenges

Director of Public Works & Utilities
City of Prescott, AZ 2014- January 2018

Directed and managed the department through eight subordinate managers. The department consists of the following divisions: Engineering, Program Development, Streets, Solid Waste, Utilities, and Administration & Special projects. Example of accomplishments are:

- Improved the credibility of the Department and the City by developing and implementing new customer service policies and philosophies
- Created the One Stop Permit Center and reduced permit Process time
- Developed effective working relationship with all stakeholders and the public
- Implemented downtown beautification program with great results & good public support
- Directed and managed numerous capital improvement projects on time and on budget
- Received the best Project of the Year Award from the APWA

Director of Public Works
Skagit County, WA 2010- 2013

Directed and managed the department through eight subordinate division managers. The Department consisted of the following divisions: Roads and bridges, fleet maintenance; engineering (design, construction management/capital projects, traffic), ferry operation, solid waste, natural resources, legal, finance & administration. Examples of accomplishments include:

- Transformed a broken department to one of the best in the region
- Increased accountability, credibility and efficiency throughout the department
- Developed effective partnership with various local/State agencies and tribes
- Improved customer service through staff development and communication
- Brought national recognition to the Department for progress on complex projects
- Revived and completed several major and complex capital projects

Director of Resource Management Agency
Tulare County, CA 2004- 2009

Provided the day-to-day oversight of the Agency through subordinate department directors. Resource Management Agency (RMA) was a mission driven One Stop organization responsible for a broad range of direct and support services. The Agency was organized into six departments and thirty four divisions covering Public Works (transportation, transit, airports, construction management, fleet); Engineering (solid waste, water, waste water, design, flood control, surveying, GIS); General Services (parks & recreation, building maintenance, custodial, real estate, telecom, print); Planning (long range, project review & environmental), Development Services (community development and redevelopment, building permits & inspection, code compliance); Fiscal and Administration. I worked closely with partner agencies and community stakeholders to coordinate RMA activities to ensure that objectives are consistent with the priorities set by the Board of Supervisors. Examples of accomplishments include:

- Instrumental with the passage of a countywide Transportation Sales Tax
- Revived and brought major transportation projects into fruition
- Implemented a process that assures the funds from American Recovery & Reinvestment Act (ARRA) are received and used to their full potential
- Conducted the Agency's first comprehensive Performance Audit
- Developed the Agency's first Strategic Business Plan
- Increased funding for transportation, transit, parks & Community Development
- Increased operational efficiencies for all areas of the Agency
- Improved customer service through staff development and increased morale
- Directed the updating of the County's 2030 General Plan
- Managed the completion of numerous large projects on time and on budget
- Brought the Solid Waste Division in compliance with state laws & requirements
- Reduced the permit process time by 50% through streamlining and staff training

Assistant Director of Public Works
Stanislaus County, California 2002-2004

Managed the day-to-day operation of the Department through subordinate division managers. The Department was comprised of the following areas: Transportation (roads, solid waste, flood control, fleet maintenance), Transit, Engineering (design & construction management), Utilities, Development Services, Facilities Maintenance, and Administration. Examples of accomplishments include:

- Revived and completed several multimillion-dollar capital projects
- Developed a long-term preventative maintenance program for County facilities
- Developed the County's first comprehensive Pavement Management Program
- Developed collaborative partnerships between Public Works and various agencies
- Increased funding for transportation, transit and other public works projects

Director of Public Works & Utilities
Gladstone, Missouri 2000-2002

Established departmental policies and directed & coordinated the work of subordinates in carrying out programs & policies. The Department was organized into five divisions: Transportation (roads, flood control, fleet maintenance), Engineering (design & construction management), Water, Wastewater, and Administration. Examples of accomplishments include:

- Upgraded the Water Treatment Plant and brought it to compliance within one year
- Negotiated a complex-long term sanitary sewer agreement with Kansas City
- Reduced flooding by 60% by implementing a flood preventative program
- Managed & completed several large capital projects on time and on budget
- Developed an infrastructure preventative maintenance & replacement program
- Instrumental with the passage of a half-cent sales tax for capital improvements

Director of Public Works & Utilities
New Berlin, Wisconsin 1995-2000

Directed and managed the Department through subordinate division managers. The Department was organized into five divisions: Transportation (roads, flood control, fleet maintenance, and solid waste), Engineering, Building Permits & Inspection, Building Maintenance, and Utilities (water & sewer). Examples of accomplishments include:

- Directed the negotiation, planning, design, permitting & construction of a 770acre commercial/industrial park on time & under budget
- Negotiated and resolved two major long-standing sanitary sewer disputes
- Created an award-winning recycling center and an award-winning permit center
- Reduced permit process time by 50% while increasing staff morale
- Received the Wisconsin Award of Municipal Excellence (WAME)

EDUCATION

Roger Williams University- Bristol, Rhode Island
B.S. Civil Engineering

University of Massachusetts- Boston, MA
M.S. Public Administration

Lesley University- Cambridge, MA
M.S. Management

University of Wisconsin, two years of course work in Certified Public Manager Program

Professional Engineer License (PE) State of Arizona

Anacortes City Council Minutes - May 2, 2022

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of May 2, 2022 at 6:00 p.m. Councilmembers Jeremy Carter, Anthony Young, Christine Cleland-McGrath, Bruce McDougall and Amanda Hubik were present. Councilmember Carolyn Moulton participated in the meeting remotely via Zoom. Councilmember Ryan Walters was absent.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller noted a small uptick in case counts and hospitalizations in Skagit County.

Mayor Miller invited the public to attend the First Friday Art walk on May 6, 2022.

Fiber Committee: Mr. McDougall reported from the Committee meeting held the previous week. The topics discussed included updated active customer counts, revenues and ongoing orders. Mr. McDougall advised that Fiber staff would begin reporting to City Council quarterly rather than monthly.

Housing Affordability and Community Services Committee: Mayor Miller reported that the Committee meeting scheduled for the previous week had been cancelled.

Public Works Committee: Ms. Moulton reported from the Committee meeting held earlier in the evening. The topics discussed included a Fire Department brush truck/wildland response truck, progress on the wastewater treatment plant outfall project, a power failure at the water treatment plant and staff's immediate response to same.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda. No one present wished to address the Council on any topic not already on the agenda.

Consent Agenda

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

- a. Minutes of April 25, 2022
- b. Approval of claims in the amount of \$122,746.24
The following vouchers/checks were approved for payment:
EFT numbers: 103097 through 103138, total \$99,074.33
Check numbers: 103139 through 103147, total \$12,907.74
Wire transfer numbers: 302255 through 302959, total \$5,798.41
- c. Resolution 3083: Declaring an Emergency and Waiving State Competitive Bidding Requirements for the WTP Electrical System Emergency Repairs

OTHER BUSINESS

Appointment to the Anacortes Community Forest Lands Advisory Board

Parks & Recreation Director Jonn Lunsford requested Council confirmation of the appointment of Tabb Stringer to the ACFL Advisory Board.

ANTHONY YOUNG moved, seconded by BRUCE MCDOUGALL, to approve the recommended appointment to the Anacortes Community Forest Lands Advisory Board. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDOUGALL, AMANDA HUBIK. Nays - None. Result: Passed

Appointments to the Anacortes Arts Commission

Mr. Lunsford requested City Council confirmation of the appointment of Betty Conner, Diane Marr and Clarity Miller to the Anacortes Arts Commission.

Amanda Hubik moved, seconded by CHRISTINE CLELAND-MCGRATH, to approve the recommended appointments to the Anacortes Arts Commission. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDOUGALL, AMANDA HUBIK. Nays - None. Result: Passed

Resolution 3084 Authorizing The City Of Anacortes To Enter Into A Section 108-Loan Agreement

Planning Director Don Measamer introduced Resolution 3084 authorizing the City of Anacortes to enter into a Section 108-Loan Agreement with the U.S. Department of Housing and Urban Development. Mr. Measamer briefly summarized the packet materials for this agenda item and recommended approval.

JEREMY CARTER moved, seconded by ANTHONY YOUNG, to approve Resolution 3084 to support low income housing. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDOUGALL, AMANDA HUBIK. Nays - None. Result: Passed

Adjournment

There being no further business, at approximately 6:15 p.m. the Anacortes City Council meeting of May 2, 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 May 9, 2022 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
303369	2/15/2022	41280	SYSTEMS FOR PUBLIC SAFETY INC	CRADLES FOR DELL NOTEBOOKS	\$ 10,874.61	dshop
303044	3/31/2022	032246904	SKAGIT PUBLISHING LLC	LTAC AD FOR COMMITTEE MEMBERS	\$ 1,191.00	plan
303038	4/1/2022	4122	NORTHWEST PARKING EQUIPMENT	WA PARK PAY STATION 2ND Q MAINTENANCE	\$ 462.40	parks1
303043	4/10/2022	#3	WHIDBEY ISLAND RACE WEEK LLC	LTAC RACEWEEK INVOICE #3	\$ 9,328.41	plan
303220	4/13/2022	BC1591815	GALLS, LLC.	ANNUAL UNIFORM: SM	\$ 166.94	medic
303099	4/14/2022	INV048014	TRAFFIC SAFETY SUPPLY CO. INC	LTAC CAPITAL EXP STREET CLOSURE EQUIPMENT	\$ 6,567.19	plan
303221	4/15/2022	BC1594170	GALLS, LLC.	ANNUAL UNIFORMS: BYER	\$ 235.05	medic
303222	4/15/2022	BC1594276	GALLS, LLC.	CLASS A TIE, SHIRT	\$ 88.45	medic
303360	4/18/2022	7146	TCA ARCHITECTURE PLANNING INC	FIRE STATION PLANNING AND DESIGN SERVICES - MARCH 2022	\$ 3,821.63	medic
303046	4/19/2022	44200910	TWO RIVERS TERMINAL, LLC	PUMP STATION CHEMICALS	\$ 11,153.31	dwwtp
302665	4/20/2022	08490	ANCHOR QEA, LLC	FORMER WTP MATTER NO. 96	\$ 2,658.00	legal
302667	4/20/2022	08477	ANCHOR QEA, LLC	A AVENUE LANDFILL MATTER NO. 200	\$ 1,436.87	legal
302948	4/20/2022	GC0006831	CODE PUBLISHING, LLC	CODIFICATION SERVICES	\$ 870.89	legal
303047	4/20/2022	98059694	ECO SERVICES OPERATIONS CORP	ALUMINUM SULFATE	\$ 4,568.92	dwwtp
303223	4/20/2022	BC1596662	GALLS, LLC.	COMBAT SHIRTS	\$ 154.50	medic
303230	4/20/2022	BC1597007	GALLS, LLC.	NAMETAGS: RINGE	\$ 81.06	medic
303152	4/20/2022	220453	T-SHIRTS BY DESIGN	WTP UNIFORMS	\$ 182.78	dwwtp
303347	4/20/2022	9904645221	VERIZON WIRELESS	SCADA COMMUNICATIONS FOR PUMP STATIONS	\$ 1,204.96	dwwtp
303217	4/21/2022	1200425792	HDR ENGINEERING, INC	WASTEWATER TREATMENT PLANT OUTFALL - DESIGN - 2/27/22-3/26/22	\$ 35,891.62	pw1
303035	4/21/2022	1929910	MILES SAND & GRAVEL CO.	5/8" CSTC & 1-1/4" CSBC	\$ 551.61	dshop
303036	4/21/2022	258909	NAPA	HYDRAULIC HOSE #143	\$ 14.59	dshop
303095	4/21/2022	258922	NAPA	PARTS #185	\$ 145.88	dshop
303437	4/22/2022	259017	NAPA	BELT #90011	\$ 54.08	dshop
303097	4/22/2022	2532543	PLATT ELECTRIC SUPPLY INC	SCRUBBER CAUSTIC PROJECT	\$ 47.13	dwwtp
303365	4/22/2022	050802918	THE SEATTLE TIMES	SEATTLE TIMES ANNUAL SUBSCRIPTION LIBRARY 4/22-4/20/23	\$ 766.15	publib
303091	4/23/2022	193837	LAKESIDE INDUSTRIES, INC.	EZ STREET ASPHALT	\$ 2,355.75	dshop
303322	4/25/2022	1052813	FERGUSON ENTERPRISES, INC	METER INVENTORY	\$ 65,250.43	wdist
303231	4/25/2022	BC1599548	GALLS, LLC.	FIREFIGHTER BADGES	\$ 1,373.06	medic
303374	4/25/2022	9309505344	LAWSON PRODUCTS, INC.	SHOP SUPPLIES	\$ 1,154.25	dshop
303096	4/25/2022	259301	NAPA	HOSE & FITTINGS #704	\$ 63.06	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
303098	4/25/2022	1Z16065	PLATT ELECTRIC SUPPLY INC	SCRUBBER CAUSTIC PROJECT	\$ 15.20	dwwtp
303359	4/25/2022	819-811	POHLI, INC	WTP LAB EQUIPMENT PREVENTATIVE MAINTENANCE - FEBRUARY & APRIL 2022	\$ 2,169.49	dwwtp
303040	4/26/2022	Chamber Ex #1	ANACORTES CHAMBER OF COMMERCE	LTAC CHAMBER EXPERIENCE #1	\$ 54,693.77	plan
303041	4/26/2022	VIC #1	ANACORTES CHAMBER OF COMMERCE	LTAC CHAMBER VIC REIMBURSEMENT #1	\$ 18,202.15	plan
303039	4/26/2022	Requisition #1	ANACORTES HOUSING AUTHORITY	CDBG HARBOR HOUSE #1	\$ 17,350.42	plan
303356	4/26/2022	605619480	ANIXTER INTERNATIONAL, INC.	FREIGHT ON SMALL VAULTS	\$ 10,336.00	fiber
303357	4/26/2022	605619479	ANIXTER INTERNATIONAL, INC.	SMALL VAULTS	\$ 85,361.76	fiber
303088	4/26/2022	220637	BLYTHE MECHANICAL, INC	PLANT MAINTENANCE	\$ 2,318.21	dwwtp
303090	4/26/2022	220671	BLYTHE MECHANICAL, INC	PLANT MAINTENANCE	\$ 563.04	dwwtp
303085	4/26/2022	12038	C & C TIMBER INC	WA PARK FIREWOOD	\$ 972.00	parks1
303049	4/26/2022	007M5406	HARRINGTON INDUSTRIAL	O-RINGS FOR SUMP PUMP	\$ 364.77	dwwtp
303368	4/26/2022	259458	NAPA	EXACT FIT FRONT CONVENTIONAL #038	\$ 27.66	dshop
303216	4/26/2022	18746	TRANSPORTATION SOLUTIONS INC	32ND AND M INTERSECTION - DESIGN - 2/16/22-4/15/22	\$ 4,178.14	pw1
303087	4/27/2022	026P32270	DOBBS PETERBILT - MARYSVILLE	3 WAY VALVE TRUCK #517	\$ 278.06	dshop
303324	4/27/2022	1931013	MILES SAND & GRAVEL CO.	CONCRETE	\$ 1,085.37	dshop
303339	4/27/2022	INV16034	SEAWESTERN, INC.	2 LIEUTENANT HELMETS	\$ 1,653.98	medic
303232	4/27/2022	2022-001	SKAGIT COUNTY FIRE DIST #17	FIRE BOAT (1996 18' APEX)	\$ 4,896.00	medic
303373	4/28/2022	9416398071	3M COMPANY	SIGN MATERIAL	\$ 372.37	dshop
303340	4/28/2022	AN 873362	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 98.58	medic
303149	4/28/2022	259666	NAPA	CONNECTOR- #840	\$ 42.46	dshop
303150	4/28/2022	259721	NAPA	CLEANER, BRUSH, SPRAY BOTTLE- #143	\$ 32.82	dshop
303352	4/28/2022	2T08631	PLATT ELECTRIC SUPPLY INC	SCRUBBER CAUSTIC PROJECT	\$ 582.79	dwwtp
303330	4/28/2022	220015149234	PUGET SOUND ENERGY INC	8147 S MARCHS PT RD STREET LIGHTS: 03/31-04/28/22	\$ 140.03	dshop
303157	4/28/2022	0284000-IN	REISNER DISTRIBUTOR INC	INCINERATOR FUEL	\$ 3,437.77	dwwtp
303101	4/28/2022	111325	WALTON BEVERAGE COMPANY, INC	CITY HALL BREAK ROOM SUPPLIES	\$ 268.00	finance
303148	4/28/2022	111327	WALTON BEVERAGE COMPANY, INC	OPS- BREAK ROOM SUPPLIES	\$ 214.00	dshop
303151	4/28/2022	111331	WALTON BEVERAGE COMPANY, INC	BREAKROOM SUPPLIES	\$ 127.00	dwwtp
303215	4/28/2022	111326	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 140.00	medic
303224	4/28/2022	360-293-6427-0218975	ZIPLY FIBER	CITY HALL 911 4/28-5/27/22	\$ 77.93	finance
303234	4/28/2022	360-588-9248-0619005	ZIPLY FIBER	APD BACKUP LINE 4/28-5/27/22	\$ 203.91	apd
303235	4/28/2022	360-293-4900-0912865	ZIPLY FIBER	APD BAC LINE 4/28-5/27/22	\$ 84.35	apd
303236	4/28/2022	360-299-6615-0615165	ZIPLY FIBER	APD 911 LINE 4/28-5/27/22	\$ 71.54	apd
303237	4/28/2022	360-588-1422-0822015	ZIPLY FIBER	APD BUSINESS LINE 4/28-5/27/22	\$ 294.52	apd

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303331	4/28/2022	360-299-3674-0214175	ZIPLY FIBER	OPS: 04/28- 04/27/2022	\$ 69.96	dshop
303343	4/28/2022	360-293-9063-0926075	ZIPLY FIBER	PHONE/INTERNET @ 29-3: 4/28-5/27/22	\$ 86.67	medic
303346	4/28/2022	360-299-0813-1017915	ZIPLY FIBER	PHONE BILL FOR WWTP 4/28-5/27/22	\$ 307.61	dwwtp
303362	4/28/2022	360-299-2484-0726025	ZIPLY FIBER	LIBRARY PHONE 4/28-5/27/22	\$ 56.03	publib
303333	4/29/2022	248 984 6277 5	CASCADE NATURAL GAS CORP.	WTP 3/31-4/28/22	\$ 5,175.54	dwwtp
303354	4/29/2022	FB-1888	CITY OF MOUNT VERNON	DARK FIBER	\$ 350.00	fiber
303212	4/29/2022	12W2091	MOTOR TRUCKS, INC	PARTS FOR #605	\$ 3,915.57	dshop
303366	4/29/2022	259876	NAPA	ERASER #122	\$ 54.75	dshop
303367	4/29/2022	259902	NAPA	BLOWER MOTOR RESISTOR- #122	\$ 41.61	dshop
303351	4/29/2022	2T09523	PLATT ELECTRIC SUPPLY INC	SCRUBBER CAUSTIC PROJECT	\$ 122.29	dwwtp
303332	4/30/2022	265438	ENNIS-FLINT, INC, FLINT TRADING DIVISION	STREET SIGNS	\$ 1,642.47	dshop
303370	4/30/2022	194562	LAKESIDE INDUSTRIES, INC.	1- 1/4 & 1-1/2" ROCK SALES- WATER DEPT	\$ 438.70	wdist
303233	4/30/2022	00005W5A83182	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 4-30-22	\$ 11.83	apd
303364	5/1/2022	59281816	INGRAM LIBRARY SERVICES, LLC	INGRAM SUMMARY BILLING INVOICE 5-1-22	\$ 1,379.49	publib
303219	5/1/2022	0422	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - APRIL 2022	\$ 1,150.00	parks1
303341	5/1/2022	2391	OAB ENGINEERING, LLC	STA 3 INTERNET - MAY	\$ 85.00	medic
303361	5/1/2022	1000212437	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY 5/1-5/31/22	\$ 379.03	publib
303336	5/1/2022	5064539819	RICOH USA, INC	S/N C86138599 APD FRONT OFFICE COPIES 4/1-4/30/22	\$ 28.54	apd
303337	5/1/2022	5064540623	RICOH USA, INC	S/N C86146548 APD PATROL OFFICE 2/1-4/30/22	\$ 102.81	apd
303325	5/1/2022	131962	VENTEK INTERNATIONAL	WA PARK PAY STATION HOSTING 5/1-5/31/22	\$ 135.00	parks1
303225	5/2/2022	1129 - APR22	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 75.00	court
303226	5/2/2022	1128 - APR22	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 75.00	court
303227	5/2/2022	1127 - APR22	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 180.00	court
303228	5/2/2022	1126 - APR22	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 367.50	court
303229	5/2/2022	1130 - APR22	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 172.50	court
303218	5/2/2022	2575	NORTHWEST CORROSION	TRANSMISSION PIPELINE CATHODIC PROTECTION SURVEY	\$ 2,296.86	pw1
303380	5/2/2022	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS: 03/03-04/01/2022	\$ 12,735.83	dshop
303407	5/2/2022	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 3/31- 04/28/2022	\$ 457.35	dshop
303434	5/2/2022	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 03/10- 04/08/2022	\$ 92.87	dshop
303435	5/2/2022	220025931985	PUGET SOUND ENERGY INC	STREET LIGHTS: 04/02- 05/02/22	\$ 7.78	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
303436	5/2/2022	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS: 03/31- 04/28/2022	\$ 81.46	dshop
303156	5/2/2022	May	SKAGIT LAW GROUP, PLLC	PROSEUTION SERVICES MAY 2022	\$ 6,560.00	legal
303438	5/3/2022	260287	NAPA	CLEANER FOR SHOP	\$ 37.50	dshop
303344	5/3/2022	INV16109	SEAWESTERN, INC.	2 FIREFIGHTER HELMETS	\$ 1,213.45	medic
303338	5/3/2022	I22005949	WASHINGTON STATE PATROL	BACKGROUND CHECKS; APRIL 2022	\$ 198.75	apd

Total **\$413,453.42**



City Council Agenda Bill

Meeting Date: May 9, 2022

Agenda Item: 5.c.

Agenda Item Title: Resolution 3085: Rejecting All Bids for the WWTP Outfall Relocation – Upland Phase #20-032-SEW-009

Staff Contact(s): TIM HOHMANN, BRIAN MCDANIEL

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

TIFFANY MATSON

Resolution

TIFFANY MATSON

STEVE HOGLUND

DARCY SWETNAM

Item Summary: City staff seeks City Council adoption of Resolution 3085 to reject all bids the City received for the WWTP Outfall Relocation – Upland Phase 20-032-SEW-009, pursuant to [RCW 35.23.352](#). The lowest bid received was substantially higher than the original project estimate and currently has not been approved by the Federal Emergency Management Agency (FEMA).

Background:

City staff issued an [Invitation to Bid](#) for the WWTP Outfall Relocation – Upland Phase on February 1, 2022 and received one bid by the closing date of March 16, 2022. The lowest responsive, responsible bid received substantially exceeded the original estimate and currently has not been approved by the Federal Emergency Management Agency (FEMA). FEMA's timeline to complete this review is uncertain. This delays FEMA project funding until complete. In addition, the State Historic Preservation office has not completed their review of rock blasting required for project construction. The timeline for completion of this effort is unknown.

Budget Impact:

Previous Action: N/A

Recommended Motion: I move that Resolution 3085 be adopted to reject all bids for the WWTP Outfall Relocation – Upland Phase 20-032-SEW-009, pursuant to RCW 35.23.352.

Alternative Actions: Not adopt this resolution; Ask staff to present a contract for approval

Attachments (listed in order presented):

1. Resolution 3085

CITY OF ANACORTES

RESOLUTION NO. 3085

A RESOLUTION of the City of Anacortes, Washington, rejecting all bids for Contract No. 20-032-SEW-009, WWTP Outfall Relocation – Upland Phase.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, AS FOLLOWS:

Section 1. Recitals and Findings. The City Council of the City of Anacortes hereby makes the following findings:

1. The City of Anacortes has an identified public works project titled the WWTP Outfall Relocation – Upland Phase
2. The City solicited bids on February 1, 2022 for this public works project identified as Contract No. 20-032-SEW-009 in accordance with RCW 70.95A.020, which defines Pollution Control Facilities and with RCW 70.95A.090 that provides exemption from competitive bidding for Pollution Control Facilities, and on March 16, 2022 one bid was received by the City.
3. The lowest responsive, responsible bid received substantially exceeded the original estimate and currently has not been approved by the Federal Emergency Management Agency (FEMA).
4. FEMA’s timeline to complete this review is uncertain. This delays FEMA project funding until complete.
5. The State Historic Preservation office has not completed their review of rock blasting required for project construction. The timeline for completion of this effort is unknown.
6. Pursuant to RCW 35.23.352, the City Council may, by resolution, reject all bids.

Section 2. Bids Rejected. Based on the Recitals and Findings above, the City Council hereby rejects all bids received for Contract No. 20-032-SEW-009, WWTP Outfall Relocation – Upland Phase.

Section 3. Ratification and Confirmation. Any actions of the City or its officers prior to the date hereof and consistent with the terms of this Resolution are ratified and confirmed.

Section 4. Effective Date. This Resolution shall be in full force and effect from the after its adoption and approval.

The foregoing resolution was ADOPTED by the City Council of the City of Anacortes, Washington, at a regular, open public meeting thereof this 9th day of May 2022.

Matt Miller, Mayor

ATTEST:

APPROVED AS TO FORM:

Steven D. Hoglund, City Clerk/Treasurer

Darcy Swetnam, City Attorney



City Council Agenda Bill

Meeting Date: May 9, 2022

Agenda Item: 5.d.

Agenda Item Title: Resolution 3086: Waiving the State Competitive Bidding Requirements for the Purchase of OneScope Video Laryngoscopes

Staff Contact(s): Bill Harris

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

TIFFANY MATSON

Resolution

TIFFANY MATSON

STEVE HOGLUND

DARCY SWETNAM

Item Summary: City staff seeks City Council approval of Resolution 3086 to waive the state competitive bidding requirements for the purchase five (5) OneScope video laryngoscopes and accessories from PatCEN Healthcare for use by the City's Fire Department.

Background:

- RCW 39.04.280 provides that the City, by resolution, may waive competitive bidding requirements when a purchase is clearly and legitimately limited to a single source of supply, or when the purchase involves special facilities or market conditions.
- On October 8, 2018 entered into Interlocal [C20180481](#) with Skagit County, the City of Sedro-Woolley, the City of Mount Vernon; the City of Burlington; and Aero Skagit ("Parties") to establish a unified system of delivery of both basic life support (BLS) and advanced life support (ALS) emergency medical services throughout Skagit County.
- The Parties executed [Amendment #2](#) to the above interlocal on April 4, 2022 which provides, in part, for the reimbursement from Skagit County to the City for actual expenses paid, up to \$11,000.00, for the purchase of five (5) Skagit County Medical Program Director-approved replacement video laryngoscopes and accessories.
- It is imperative that all Parties of the above interlocal purchase and use the same video laryngoscopes in order to allow for county wide training and interoperability.
- The Skagit County Medical Program Director has approved OneScope video

laryngoscopes and accessories manufactured and sold by PatCen Healthcare for use by the Parties.

- PatCEN Healthcare is the sole manufacturer and distributor of the OneScope video laryngoscope and accessories.

Budget Impact:

Cost of video laryngoscopes and accessories will be reimbursed by Skagit County.

Previous Action:

Recommended Motion: I move that Resolution 3086 be approved waiving the state competitive bidding requirements for the purchase of five (5) OneScope video laryngoscopes and accessories for use by the City's Fire Department and authorizes sole source purchasing from PatCEN Healthcare.

Alternative Actions: Not approve the resolution.

Attachments (listed in order presented):

1. Resolution 3086

RESOLUTION 3086

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, authorizing the purchase of five (5) OneScope video laryngoscopes and accessories from PatCEN Healthcare for use by the City's Fire Department, and waiving the competitive bidding requirements, pursuant to RCW 39.04.280.

WHEREAS, RCW 39.04.280 provides that the City of Anacortes ("City"), by resolution, may waive competitive bidding requirements when a purchase is clearly and legitimately limited to a single source of supply, or when the purchase involves special facilities or market conditions.

WHEREAS, on October 8, 2018 entered into Interlocal C20180481 with Skagit County, the City of Sedro-Woolley, the City of Mount Vernon; the City of Burlington; and Aero Skagit ("Parties") to establish a unified system of delivery of both basic life support (BLS) and advanced life support (ALS) emergency medical services throughout Skagit County; and

WHEREAS, the Parties executed Amendment #2 to the above interlocal on April 4, 2022 which provides, in part, for the reimbursement from Skagit County to the City for actual expenses paid, up to \$11,000.00, for the purchase of five (5) Skagit County Medical Program Director-approved replacement video laryngoscopes and accessories; and

WHEREAS, it is imperative that all Parties of the above interlocal purchase and use the same video laryngoscopes in order to allow for county wide training and interoperability; and

WHEREAS, the Skagit County Medical Program Director has approved OneScope video laryngoscopes and accessories manufactured and sold by PatCen Healthcare for use by the Parties; and

WHEREAS, PatCEN Healthcare is the sole manufacturer and distributor of the OneScope video laryngoscopes and accessories; and

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

Section 1. The City Council of the City of Anacortes finds that because (1) the interlocal requires the City use Skagit County Medical Program Director-approved replacement video laryngoscopes and accessories, (2) the Skagit County Medical Program Director has approved OneScope video laryngoscopes and accessories manufactured and sold by PatCen Healthcare, and (3) that PatCEN Healthcare is the sole manufacturer and distributor of the OneScope video laryngoscopes and accessories, that the City of Anacortes is clearly limited to a single source of supply from PatCen Healthcare, justifying the waiver of competitive bidding requirements.

Section 2. The City Council of the City of Anacortes, Washington, hereby waives the bidding requirements for the purchase of five (5) OneScope video laryngoscopes and accessories for use by the City's Fire Department and authorizes sole source purchasing from PatCEN Healthcare.

Section 3. Any actions of the City or its officers prior to the date hereof and consistent with the terms of this Resolution are ratified and confirmed.

Section 4. This Resolution shall be in full force and effect after its adoption and approval.

The foregoing resolution was ADOPTED by the City Council of the City of Anacortes, Washington, at a regular, open public meeting thereof this 9th day of May, 2022.

Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

Darcy Swetnam, City Attorney



City Council Agenda Bill

Meeting Date: May 9, 2022

Agenda Item: 6.a.

Agenda Item Title: CDBG 2022 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 written comment period ended on April 15 and no comments were submitted. This presentation will focus on funding and allocations. All projects fit within the national objectives of the CDBG program and, if the allocations are announced by the time of this meeting, we request Council recommend submitting the draft Plan to HUD for approval. The due date for submittal to HUD is May 15, 2022. A delay may occur if Congress does not pass the budget with enough time to allow HUD to determine the allocations for the entire nation. HUD will not accept an Action Plan without the correct allocations; i.e., they will not accept a Plan with estimates. If we have not received the award letter from HUD by the time this meeting occurs, the presentation will be delayed until the awards are announced and the plan is updated as a final draft.

Budget Impact:
None

Previous Action: Previously reviewed the draft on April 25, 2022

Recommended Motion: I move to approve the draft 2022 CDBG Action Plan as written

Alternative Actions: Deny the submitted draft; make changes to the allocations

Attachments (listed in order presented):

1. Action Plan 1 with cover
2. 2022 Pub Notice Comment Act Plan
3. Public Services App
4. Housing Authority Site 1 roof replacement application only



CITY OF ANACORTES
CDBG 2022 DRAFT
ANNUAL ACTION PLAN

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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.

The City did not receive any written comments during the Public Comment period.

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	No written comments were submitted	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

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#	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

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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

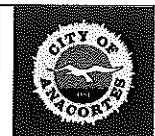
Date

Posted to Website: March 2, 2022

PUBLISH: March 2, 2022

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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



May 2022

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GPON CUSTOMER COUNT & REVENUE

Month	In Service	Static IPv4 Address	Internet Service Revenue	Static IPv4 Revenue	GPON Revenue	Other Revenue	MONTHLY REVENUE
May-21	720	35	\$ 45,200.00	\$ 447.00	\$ 45,647.00	\$ 2,023.25	\$ 47,670.25
Jun-21	772	39	\$ 48,868.00	\$ 494.00	\$ 49,362.00	\$ 2,023.25	\$ 51,385.25
Jul-21	808	39	\$ 50,902.00	\$ 494.00	\$ 51,396.00	\$ 2,023.25	\$ 53,419.25
Aug-21	830	39	\$ 52,320.00	\$ 494.00	\$ 52,814.00	\$ 2,023.25	\$ 54,837.25
Sep-21	863	39	\$ 54,507.00	\$ 494.00	\$ 55,001.00	\$ 2,023.25	\$ 57,024.25
Oct-21	888	39	\$ 55,822.00	\$505.00	\$ 56,327.00	\$ 2,023.25	\$ 58,350.25
Nov-21	900	39	\$ 57,017.00	\$505.00	\$ 57,522.00	\$ 2,023.25	\$ 59,545.25
Dec-21	976	39	\$ 60,909.00	\$505.00	\$ 61,414.00	\$ 2,023.25	\$ 63,437.25
Jan-22	1002	39	\$ 62,858.00	\$505.00	\$ 63,363.00	\$ 2,023.25	\$ 65,386.25
Feb-22	1092	45	\$ 68,368.00	\$592.00	\$ 68,960.00	\$ 2,023.25	\$ 70,983.25
Mar-22	1164	45	\$ 72,586.00	\$592.00	\$ 73,178.00	\$ 2,717.00	\$ 75,895.00
Apr-22	1223	46	\$75,677.00	\$601.00	\$ 76,278.00	\$ 2,717.00	\$ 78,995.00
May-22	1294	47	\$ 79,376.00	\$610.00	\$ 79,986.00	\$ 2,717.00	\$ 82,703.00

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CUSTOMER ORDERS

Residential	Count	Monthly Revenue	Commercial	Count	Monthly Revenue	Other Customers
100Mbps	388	\$ 15,132.00	100Mbps	44	\$ 3,916.00	\$ 867.00
100Mbps managed	352	\$ 17,248.00	100Mbps managed	40	\$ 3,960.00	\$ 1,156.25
1Gbps	241	\$ 16,629.00	1Gbps	48	\$ 7,152.00	\$ 693.75
1Gbps managed	168	\$ 13,272.00	1Gbps managed	13	\$ 2,067.00	
One Static IP	4	\$ 36.00	One Static IP	26	\$ 234.00	
Five Static IPs	2	\$ 40.00	Five Static IPs	15	\$ 300.00	
Total:	1149	\$ 62,357.00	Total:	145	\$ 17,629.00	
Grand Total		\$ 82,703.00				

	EDA	West End	Guemes View	AD HOC	Pilot Area	Total
Potential Customers	1815	2302	872	369	2273	7631
Sign-ups	746	901	212	19	1024	2902
Take-Rate	41.1%	39.1%	24.3%	5.1%	45.1%	38.0%
Partial Installs	0	10	0	0	0	10
In-Service	30	301	1	9	953	1294
Percentage of Orders in Service	4.0%	33.4%	0.5%	47.4%	93.1%	

Orders in our current service areas are exceeding business plan goals. 76 new orders have been placed over past month.

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FIBER DIVISION CASHFLOWS

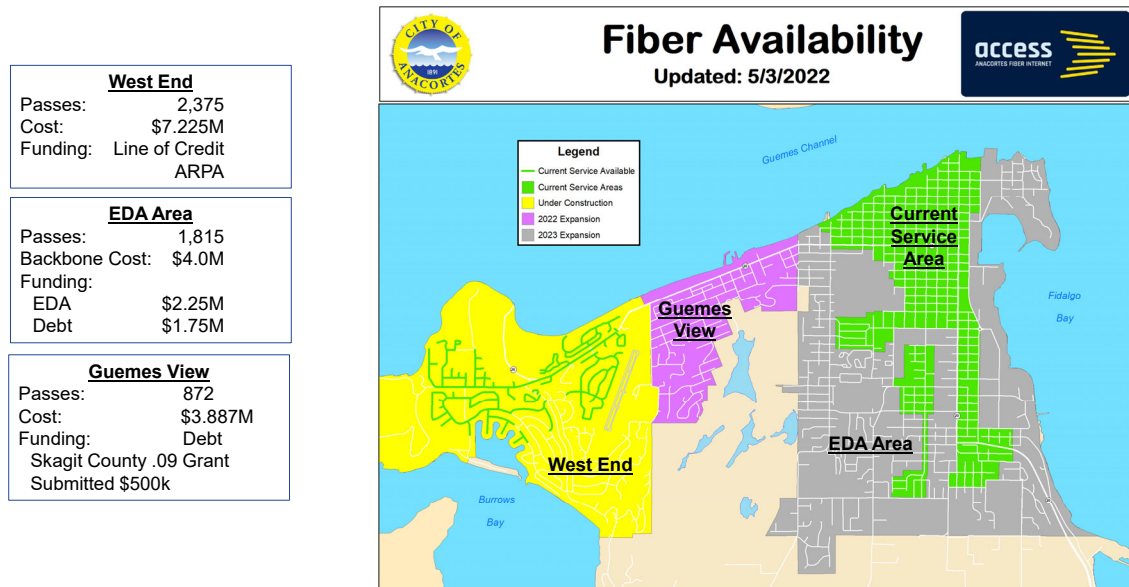
January – March 2022

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>YTD TOTAL</u>
REVENUES				
Internet	63,506	68,311	72,908	204,726
Dark Fiber	1,156	1,156	1,850	4,162
Ethernet	867	867	867	2,601
Installation	6,851	7,637	8,560	23,048
P-card Rebates	0	358	0	358
total revenues	72,381	78,329	84,185	234,895
OPERATING EXPENSES	(66,785)	(79,150)	(97,427)	(243,362)
OPERATING CASHFLOW	5,596	(821)	(13,242)	(8,467)
CONSTRUCTION EXPENSES				
Backbone &				
Customer installations	(57,283)	(814,383)	(932,080)	(1,803,746)
Core equipment	0	0	0	0
TOTAL CASHFLOW	(51,687)	(815,204)	(945,322)	(1,812,213)

Note: some totals will be \$1 off, due to rounding

4

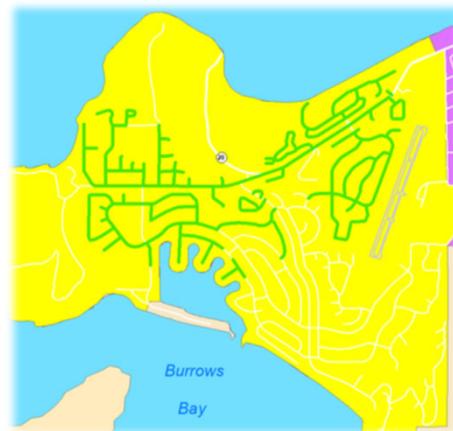
NETWORK EXPANSION



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WEST END EXPANSION

- Installations underway
- As additional service areas are placed into service, customers are contacted to coordinate installation schedule
- Trenching, roadway restoration, and sidewalk panel replacement underway



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NETWORK EXPANSION

Area	Pass	Projected Timeframe	Funding
"West End" West of Anacopper Mine Rd.	2375	Construction nearing completion. Fiber splicing by City staff. Installations continue.	- Savibank Line of Credit (up to \$4.5M) - American Recovery Plan Act
"EDA Area" East of A Ave. Backfilling current service area	1815	Design complete. Preparing bid for materials and construction. Continuing to obtain needed easements.	- Economic Development Administration (EDA) grant for \$2.25M - Balance of project to be funded through debt - Investigating federal infrastructure loan options
"Guemes View" (East of Anacopper Mine Rd. to A Ave.)	875	Design complete. Materials ordered. ITB responses for civil work due May 19. Construction and installation in 2022.	- Project to be funded through debt - Skagit County Economic Development Public Facility Project Grant (\$500K)- Application pending

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CONTINUING ACTIVITY

- *May 19 Bid Opening for Guemes View Underground Construction Project*
- *EDA Expansion In coordination with Legal, Public Works, & Finance departments*
 - *preparing plat and easement documentation*
 - *preparing invitation to bid (materials procurement and construction)*
- *Citywide Continuing to work with Legal department on easements with property owners and homeowner associations*
- *Regularly meeting with Finance department to plan for financial needs of fiber infrastructure*
- *Presented application to panel for Skagit County Economic Development Public Facility Project (Guemes View Expansion \$500k)*

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COMING SOON... TO OUR SANITATION TRUCKS



Truly local internet.

access
ANACORTES FIBER INTERNET

Sign up Online to get Access!

360.588.8361

9

- > **Faster Speeds**
- > **Lower Prices**
- > **More Reliable**
- > **Locally Run**

Residential Plans

Month to Month

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

Business Plans

12 Month Contract

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

access
ANACORTES FIBER INTERNET



10

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