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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

January 23, 2023
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Historic Preservation Board Appointment (Discussion/Action)
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of January 17, 2023 (Action)
 - b. Approval of claims in the amount of \$722,195.03 (Action)
 - c. Interlocal Agreement #22-238-PRK-006 with Skagit County for Partial Funding of the Tommy Thompson Trail Trestle Restoration Project (Action)
6. **Closed Record Decision Hearing**
 - a. Conditional Use Permit for Morrison Court Bed & Breakfast (Discussion/Action)
7. **Other Business**
 - a. Interlocal Agreement #22-213-TRN-001 for the Funding of Public Street Improvements for the Early Learning Center (Action)
 - b. Washington State Working Families Tax Credit (Discussion)
 - c. * Comment on Seattle City Light Federal Energy Regulatory Commission (FERC) Relicensing (Discussion/Possible Action)
 - d. Resolution 3106: Intent to award Banking Services Contract (Discussion/Possible Action)
 - e. * 2022 Year End Finance Update (Discussion)
 - f. * Ordinance 4040: 2022 Year End Budget Amendment (Discussion/Action)
 - g. * Ordinance 4035: Amending Chapter 10.12 (Discussion/Action)

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.

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.*

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City Council Memo

TO: Anacortes City Council
FROM: Matt Miller, Mayor
DATE: January 23, 2023
RE: Historic Preservation Board Appointment

Summary Statement:

The following appointment to the Historic Preservation Board is being presented at the regular City Council meeting on January 23, 2023.

I appreciate the contributions of our volunteers and their willingness to serve our community. If you have any questions or feedback regarding this candidate, please contact me prior to the meeting.

Historic Preservation Board Appointment:

- Ralph Walter, new 3-year term effective through December 31, 2025

Anacortes City Council Minutes - January 17, 2023

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of January 17, 2023 at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, and Carolyn Moulton were present.

Councilmembers Amanda Hubik and Bruce McDougall participated in the meeting remotely via Zoom.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Executive Session

Potential litigation per RCW 42.30.110(1)(i) (30 minutes)

Mayor Miller announced that City Council and the City Attorney would convene in Executive Session per RCW 42.30.110(1)(i) for approximately 30 minutes to discuss potential litigation or litigation. The mayor advised that the regular meeting would then adjourn with no final action having been taken. Councilmembers Jeremy Carter, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik attended the executive session.

Announcements and Committee Reports

Mayor Miller announced that he would remove item 8.b. - Settlement Agreement: Pacific Pile and Marine, from the agenda and move item 6.c. - Resolution 3107 – Declaring an Emergency and Waiving State Competitive Bidding Requirements for the Repair of the 36” Water Transmission Pipeline to item 8.b. under 'Other Business'. He continued by remarking that, weather permitting, restoration work would commence the week of 23 January on the Tommy Thompson Trail Trestle.

Finance Committee

Mr. Young reported from the Finance Committee meeting held on January 11, 2023. The topics discussed included the possible change in banking services to Savi Bank, the end-of-year budget outlook, Community Development Block Grant funds, and the pending Molly Lane Fire Station purchase and sale agreement.

Economic Development Committee

Mr. Young reported from the Economic Development Committee meeting held the previous week. The topics discussed included the upcoming agenda of accomplishments to move forward in the area of economic development in concert with other local entities, goals and associated timelines for achievement, and stakeholder interviews that will inform the strategic approach moving forward.

Port / City Liaison Committee

Mr. Young continued reporting from the Port/City Liaison Committee meeting held on January 10th, 2023. The topics discussed included the resignation of Mr. Verdoes from his position of Port Commissioner, the phased master plan for north basin development, ongoing conversations between the Council and their Port counterparts, Pier 2 stub wall and runoff control measures, tsunami planning and preparation, the phasing out of the Transit Shed for public events and a possible replacement venue, the planned re-opening of the Tommy Thompson Trestle in the spring, and ongoing damage assessment at Ship Harbor from the recent king tide.

Skagit County Law and Justice Council

Mr. Carter reported from the Skagit County Law and Justice Council meeting held the previous week. The topics discussed included strategies for dealing with behavioral health, community courts, and homelessness, an update on the Northstar Project that is in the implementation phase, and a contact database for individuals who need services that is shared among local agencies for streamlined access to services.

Anacortes City Council Minutes - January 17, 2023

Public Works Committee

Ms. Moulton reported from the Public Works Committee meeting held earlier in the evening. The topics discussed included solid waste services and tote sizes, the Samish Early Learning Center interlocal agreement coming before the Council on February 23rd, and a pending \$550,000 hydro-excavator purchase that will come before the Council on February 6th and would be delivered in early 2024, and an emergency declaration for the repair of a water main near the water treatment plant.

Anacortes Housing Authority Board Appointment

Mayor Miller reported on Anacortes Housing Authority Board appointment of Susan Rooks to a 5-year term effective through December 31, 2027.

Civil Service Commission Appointment

Mayor Miller reported on the appointment of Mike Ward as Alternate Civil Service Commissioner, effective February 1, 2023 through December 31, 2026 and Mary-Ann Gutierrez to Regular Civil Service Commissioner, effective through the end of the current term, December 31, 2024.

Historic Preservation Board Appointment

Mayor Miller presented the proposed appointment of Kevin Harris to a new 3-year term effective through December 31, 2025 to the Historic Preservation Board. Mr. Young moved, seconded by Mr. Carter, to confirm the appointment of Kevin Harris to the Historic Preservation Board. The motion carried unanimously by voice vote.

Museum Advisory Board Appointments

Mayor Miller presented the proposed re-appointments of Libby Walgamott and Judith Zersen to the Museum Advisory Board for a new 4-year term that will expire December 31, 2026, and the re-appointment of Dana Webb to the Museum Advisory Board. Mr. Walters moved, seconded by Mr. Carter, to approve the reappointment of Libby Walgamott, Judith Zersen, and Dana Webb to the Museum Advisory Board. The motion carried unanimously by voice vote.

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

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

- a. Minutes of January 3 and January 9, 2023
- b. Approval of claims in the amount of \$743,169.52

The following vouchers/checks were approved for payment:

EFT numbers: 105229 through 105297, total \$297,940.67

Check numbers: 105298 through 105321, total \$388,954.04

Wire transfer numbers: 316333 through 316772, total \$56,274.81

Public Hearings

Resolution 3104: Adopting a Housing Action Plan as a Guiding Document with Recommendations for Future Housing Policy, Planning, and Regulatory Amendments to Improve the Availability and Affordability of Housing for the Entire Community

Planning, Community, and Economic Development Director, Don Measamer, introduced Resolution 3104, Adopting a Housing Action Plan as a Guiding Document with Recommendations for Future Housing Policy, Planning, and Regulatory Amendments to Improve the Availability and Affordability of Housing for the Entire Community. He mentioned that the Housing Action Plan includes recommendations for future housing policy, planning and regulatory amendments and was compiled through stakeholder interviews, community survey, an

existing conditions report, a public meeting and tonight's public hearing. He mentioned some changes to the resolution as proposed by the Council and concluded that staff recommended approval. He then introduced Mr. Scott Bonjukian and Bob Bengford of Makers Architecture, Planning and Urban Design, who outlined several amendments to the plan referring to a slide presentation that was included in the packet materials for the meeting, including additional options for the R2A and the R3 Zones.

Mayor Miller invited members of the audience to comment on this agenda item. No one present wished to address the Council. At approximately 7:08 p.m., Mayor Miller closed the public hearing.

Mr. Walters wondered what quick wins that Makers found could be realized by the Council over the next two months, mentioning an April deadline for appeals to the Growth Board hearing protection as the timeline basis. Mr. Bonjukian responded that cottage housing be allowed in all zones where possible, updates to the lot sizes, adjusting provisions to where single-family uses are allowed in medium and high density zones, adjustments to front yard setbacks, and minor adjustments to the R4 bonus height program. Mr. Walters asked Mr. Measamer if the staff would pursue those items. Mr. Measamer responded that he would work with Makers over the next two weeks to identify which items were possible in that time span. Mr. Walters commented that in adopting the resolution the Council would not necessarily move forward all of the suggested measures and mentioned that the document would be available for public reference on the Anacortes website. Ms. Moulton echoed Mr. Walters sentiments and mentioned that the Housing Action Plan is timely with proposed state legislation on these issues. She concluded by thanking the consultants for the additional options related to 'missing middle' housing. Ms. Cleland-McGrath thanked the consultants and underscored the importance of the context the plan will provide for informing the update of development regulations for the Council and the public over the next year and a half. She concluded by thanking Mr. Walters for coming across the grant funding for the Housing Action Plan. Mr. Walters detailed the proposed changes including shortening the title and removing expanding single-family market rate housing.

RYAN WALTERS moved, seconded by CAROLYN MOULTON, to Approve Resolution 3104 adopting the Housing Action Plan. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, AMANDA HUBIK. Nays - None. Result: Passed

Other Business

Agreement with Anacortes Family Center on Alternative Response Team

Fire and Emergency Medical Services Chief, Bill Harris, introduced the proposed agreement with the Anacortes Family Center for an Alternative Response Team, detailing the grant from the Association of Washington Cities and the services that the Alternative Response Team would provide. He introduced Community Paramedic, Steve Monrad, to answer any detailed questions from the Council.

Mr. Walters asked if the term of June 30 was a limitation of the grant funding. Chief Harris responded affirmatively. Mr. Walters followed up by asking if we knew why the Association of Washington Cities (AWC) is associated with the grant. Chief Harris responded that their involvement was a means to pass through funding from the state legislature to municipalities. Mr. Walters pointed out that the City has done a good job of starting the community paramedic program and gathering funding, but suggested that staff gather data to inform the needs for the 2024 budget process to ensure that these services could continue through alternative funding sources. Chief Harris responded that he would do the analysis and report it to the Council for the 2024 budget process, and added that Mr. Monrad has been tasked with developing performance metrics. Mr. Walters continued that the metrics would need to be carefully developed to ensure that there would be no gaps in services. Mr. Young emphasized that the initiative would be data driven to quantify the impact of the program on the community so that it remains an effective initiative. Mayor Miller added that Community Paramedic Steven Monrad is the perfect person to perform that analysis. Ms. Cleland-McGrath stressed that in addition to

the data, she would like to see the associated challenges, failures, and disconnects to inform discussions with Skagit County and the State. Chief Harris mentioned the importance of the social navigator in connecting individuals with needed services. Mr. Young mentioned an anecdote of an interaction with a homeless individual as an example of the necessity of following up on the administrative processes associated with access to needed services and benefits. Mr. Walters asked about the qualifications for the mental health professional and social worker as proposed in the agreement. Chief Harris responded that the mental health professional would be a masters-level professional per the recommendation of the Anacortes Family Center and does not include a designated crisis responder (DCR) as part of the agreement. Mr. Walters followed up by asking what the specific duties of the social worker and mental health professional were. Mr. Monrad responded that AWC is involved because they were looking for a count of the crisis beds throughout the state and that the grant funding would be available next year. He continued that the social worker, who is currently a counseling student with substance abuse disorder treatment and recovery navigator experience, would primarily accompany Mr. Monrad three days per week in his duties, which range from dealing with elderly individuals and emergency calls. The mental health professional duties are still being developed with a yet to-be-determined blend of field and office sessions. Ms. Moulton asked Mr. Monrad if AWC has reporting requirements. Mr. Monrad responded that the reporting requirements are minimal and Chief Harris added that Mr. Monrad is writing a report that will include suggestions to take the program further. Chief Harris added that he believed this will be a successful program and that the need will be demonstrated for continuing it beyond the next six months through continued grant funding and possible future partnership with the North Sound Accountable Community of Health. Ms. Cleland abstained from the vote because she is on the board of the Anacortes Family Center.

CAROLYN MOULTON moved, seconded by ANTHONY YOUNG, to authorize the mayor to sign the contract with the Anacortes Family Center to provide funding for the Alternative Response Team. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CAROLYN MOULTON, BRUCE MCDOUGALL, AMANDA HUBIK. Nays - None. Abstentions - CHRISTINE CLELAND-MCGRATH. Result: Passed

Resolution 3107 – Declaring an Emergency and Waiving State Competitive Bidding Requirements for the Repair of the 36” Water Transmission Pipeline

Water Treatment Plant Manager, Brian McDaniel, introduced Resolution 3107 that would declare an emergency and waive state competitive bidding requirements. He detailed the casualties in the water system that occurred on January 11, 2023 due to a pressure spike in the system that caused a gasket to fail in a transmission main. He added that water is still being transported via a redundant supply route, but that repairs are urgently needed to ensure the availability of an additional supply route. Mr. Walters asked what the rough order of magnitude for the cost of repair was. Mr. McDaniel responded that it could be roughly up to \$1 million.

RYAN WALTERS moved, seconded by BRUCE MCDOUGALL, to approve Resolution 3107. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDOUGALL, AMANDA HUBIK. Nays - None. Result:

Adjournment

There being no further business, at approximately 7:40 p.m. the Anacortes City Council meeting of January 17, 2023 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 January 23, 2023 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316949	7/25/2022	6607795	US BANK	AANAUTIREF17 ADMINISTRATION	\$ 170.00	finance
316950	7/25/2022	6607796	US BANK	ANAUTIREF20 ADMINISTRATION FEES - IN ADVANCE 07/01/2022 - 06/30/2023	\$ 300.00	finance
316951	7/25/2022	6607797	US BANK	ANAUTIREF22 ADMINISTRATION FEES - IN ADVANCE 07/01/2022 - 06/30/2023	\$ 193.29	finance
310288	9/2/2022	6227	ANACORTES PRINTING	PW OPERATIONS LETTERHEAD	\$ 261.12	dshop
317324	9/30/2022	3035	WELCH BROTHERS CONSTRUCTION	PUMP STATION #8 EMERGENCY RELOCATION	\$ 17,404.07	pw1
317334	9/30/2022	3075	WELCH BROTHERS CONSTRUCTION	PUMP STATION #8 EMERGENCY RELOCATION	\$ 7,912.16	pw1
315240	10/1/2022	S06273	AMERICAN WATER WORKS	2023 ANNUAL DUES	\$ 2,405.00	wtpcc
317346	10/12/2022	2669	NORTHWEST CORROSION	ANNUAL WATER RESERVOIR CATHODIC PROTECTION CHECKS 2022	\$ 1,900.00	dwtpp
317337	10/13/2022	1-122648425005	JOHNSON CONTROLS INC	WTP HVAC METASYS SOFTWARE SUBSCRIPTION 2022-2025	\$ 16,154.43	dwtpp
317094	10/21/2022	319228	DOORMAN COMMERCIAL, LLC	ASAC DOOR REPAIR	\$ 1,985.60	pwfac
317093	10/21/2022	319229	DOORMAN COMMERCIAL, LLC	DOOR REPAIR @ LIBRARY	\$ 1,566.72	pwfac
317341	10/31/2022	INV-126841	BRIGHTLY SOFTWARE, INC.	SMARTGOV SOFTWARE FOR PCED	\$ 4,134.40	plan
317345	11/1/2022	E22115P	ELEMENTAL AIR, LLC	SULFUR DIOXIDE AND CADMIUM TESTING	\$ 9,371.00	dwwtp
316988	11/8/2022	41589	ZUMAR INDUSTRIES, INC.	ROAD SIGNS	\$ 2,720.38	dshop
316225	11/8/2022	INV678405	WORLD TRADE PRESS	ATOZ WORLD TRAVEL ANNUAL SUBSCRIPTION	\$ 208.08	publib
315866	11/15/2022	1769	CASTUS CORPORATION	2023 LIVE STREAM COUNCIL MEETINGS	\$ 1,200.00	finance
316006	11/22/2022	SDW_PSI02077	WOOD'S LOGGING SUPPLY	PAWL, SPRING, SPROCKET COVER	\$ 53.18	dshop
317336	11/30/2022	1-124350829186	JOHNSON CONTROLS INC	WTP HVAC MUI UPGRADE	\$ 31,124.22	dwtpp
316948	11/30/2022	44281	PACIFIC SECURITY	SECURITY DETAIL NOV 2022	\$ 708.75	court
315421	11/30/2022	3094191926	LEXISNEXIS	LEGAL ONLINE RESEARCH NOV 2022	\$ 343.81	attorney

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315041	11/30/2022	34684	THRIFTY CLEANERS	UNIFORM CLEANING- NOV 2022	\$ 48.69	apd
315538	11/30/2022	WAANA145645	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 38.75	dwwtp
315415	12/1/2022	045-400338	TYLER TECHNOLOGIES, INC	TYLER SOFTWARE SUPPORT 1/1-12/31/23	\$ 92,722.79	infosys
315154	12/1/2022	102853701-0009859	WAVE	DEDICATED INTERNET ACCESS	\$ 1,469.82	fiber
315153	12/1/2022	102958801-0009859	WAVE	DEDICATED INTERNET ACCESS	\$ 1,469.82	fiber
315066	12/1/2022	1306046	GUARDIAN SECURITY SYSTEMS INC	STA 1 1/1-3/31/23	\$ 197.47	medic
316510	12/1/2022	1306047	GUARDIAN SECURITY SYSTEMS INC	OPS SECURITY VIDEO/STORAGE 1/1-3/31/23	\$ 753.99	dshop
315168	12/1/2022	1306048	GUARDIAN SECURITY SYSTEMS INC	WT PRESTON 1/01- 3/31/2023	\$ 197.47	museum
315050	12/1/2022	1306049	GUARDIAN SECURITY SYSTEMS INC	APD 1/1-3/31/2023	\$ 197.47	apd
315170	12/1/2022	1306050	GUARDIAN SECURITY SYSTEMS INC	MHC 1/01-3/31/2023	\$ 197.47	museum
314946	12/1/2022	1306051	GUARDIAN SECURITY SYSTEMS INC	SENIOR CENTER 1/1-3/31/2023	\$ 197.47	pwfac
315169	12/1/2022	1306052	GUARDIAN SECURITY SYSTEMS INC	CARNEGIE 1/01-03/31/2023	\$ 197.47	museum
316506	12/1/2022	1306053	GUARDIAN SECURITY SYSTEMS INC	WTP FIRE ALARM MONITORING 1/1-3/31/23	\$ 143.35	dwwtp
314947	12/1/2022	1306054	GUARDIAN SECURITY SYSTEMS INC	CITY HALL 1/1-3/31/2023	\$ 179.53	pwfac
316072	12/2/2022	6618	AMERICAN PUBLIC WORKS	APWA 2023 MEMBERSHIP	\$ 864.00	dshop
316998	12/5/2022	12/05/2022	ECONOWASH LAUNDRY&CLEANERS	APD UNIFORM CLEANING; 11/25-12/25/22	\$ 40.80	apd
314952	12/6/2022	226586513	SURETY PEST CONTROL	PEST CONTROL- OPS	\$ 84.86	dshop
316880	12/7/2022	95721168	SMOKEY POINT CONCRETE INC	SIDEWALK SUPPLIES FOR 9TH & R AVE	\$ 1,875.76	dshop
315555	12/7/2022	026P39615	DOBBS PETERBILT - MARYSVILLE	CONTROL VALVE- #515	\$ 293.64	dshop
315325	12/7/2022	112-6897937-3854630	AMAZON.COM SERVICES, INC	SMALL TOOLS	\$ 1,483.54	wwtpcc
315045	12/8/2022	6560114409	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
315031	12/8/2022	6560114421	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.31	dshop
315026	12/8/2022	6560114422	ARAMARK	OPS: MAT CLEANING	\$ 77.12	dshop
315047	12/8/2022	9734	NATIONAL ANIMAL CARE & CONTROL	ANNUAL MEMBERSHIP DUES FOR 2023 - NYBO	\$ 25.00	apd

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316883	12/9/2022	220013297498	PUGET SOUND ENERGY INC	CASINO DRIVE UNDER TWIN BRIDGE: 12/08- 12/31/22	\$ 34.65	dshop
316991	12/9/2022	41871	ZUMAR INDUSTRIES, INC.	SIGN MATERIALS	\$ 3,073.61	dshop
315238	12/11/2022	12/11/2022	ANCESTRY.COM	NEWSPAPERS.COM	\$ 59.90	museumcc
316993	12/12/2022	41785-FRT	ZUMAR INDUSTRIES, INC.	FREIGHT FOR INVOICE 41785	\$ 163.11	dshop
315216	12/12/2022	0188-1014638	CONSOLIDATED ELECTRICAL	FACILITY USE FIRE STATION	\$ 8.65	pwfacc
315223	12/12/2022	111-7019802-9801000	AMAZON.COM SERVICES, INC	MOUNTING BRACKETS	\$ 342.00	fibercc
315218	12/12/2022	112-4412660-9158621	AMAZON.COM SERVICES, INC	SIGN BOARDS	\$ 75.05	shopcc
315302	12/12/2022	18423943	ZORO TOOLS, INC	STEEL TOE WADERS X 4	\$ 659.72	wtpcc
315233	12/12/2022	22-35858	EDGE ANALYTICAL, INC	LAB TESTING S02 ENG TESTING ALKALINITY	\$ 336.19	wwtpcc
315234	12/12/2022	22-36325	EDGE ANALYTICAL, INC	LAB TESTING - S02 ENG TESTING	\$ 805.46	wwtpcc
315236	12/12/2022	22-37931	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT NUTRIENTS MONTHLY	\$ 119.06	wwtpcc
315232	12/12/2022	22-38075	EDGE ANALYTICAL, INC	INFLUENT NITROGEN MONTHLY	\$ 63.91	wwtpcc
315235	12/12/2022	22-38076	EDGE ANALYTICAL, INC	LAB TESTING - SIDE STREAM NITROGEN MONTHLY	\$ 281.05	wwtpcc
315225	12/12/2022	221501	T-SHIRTS BY DESIGN	WORKWEAR	\$ 547.99	pwfacc
315228	12/12/2022	262844-5	BIRCH EQUIPMENT CO., INC	REC EVENT SUPPLIES	\$ 41.12	pkrecc
315229	12/12/2022	262845-5	BIRCH EQUIPMENT CO., INC	REC EVENT SUPPLIES	\$ 41.12	pkrecc
315227	12/12/2022	262846-5	BIRCH EQUIPMENT CO., INC	REC EVENT SUPPLIES	\$ 41.12	pkrecc
315298	12/12/2022	3245671	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 67.67	wwtpcc
315322	12/12/2022	593 3 60 2625	SAFEWAY INC	EVENT SUPPLIES	\$ 48.36	pwfacc
315513	12/12/2022	6560115757	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 91.69	wwtpcc
315217	12/12/2022	911339	FRONTIER BUILDING SUPPLY	FACILITY USE ITEM FIRE STATION 1	\$ 109.76	pwfacc
315230	12/12/2022	911344	FRONTIER BUILDING SUPPLY	POCKET SQUARE	\$ 7.08	shopcc
315321	12/12/2022	957530	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES - COURT	\$ 57.98	courtcc
315295	12/12/2022	958334	BAYSHORE OFFICE PRODUCTS INC	CARDSTOCK FOR FLIERS FOR PROMOTING APD	\$ 26.42	apdcc
315219	12/12/2022	A12095/1	KAPTEIN'S ACE HARDWARE	OSPHO SURFACE PREP	\$ 32.63	wtpcc
315220	12/12/2022	A20266/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 15.65	wwtpcc
315231	12/12/2022	B76987	SEBO'S DO-IT CENTER	4X8 SCRAPER, ICE SCRAPER	\$ 65.02	shopcc
315224	12/12/2022	B77108	SEBO'S DO-IT CENTER	ELECTRICAL TAPE	\$ 42.61	fibercc
315222	12/12/2022	BP22-1129	SKAGIT COUNTY PLANNING AND	SUNRISE ESTATES ANTENNA PERMIT	\$ 1,768.99	wtpcc

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315429	12/12/2022	GRCGR1000039793	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - MARIO G	\$ 42.00	wtpcc
315430	12/12/2022	GRCGR1000039794	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CAMERON JS	\$ 42.00	wtpcc
315431	12/12/2022	GRCGR1000039795	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - SETH S	\$ 42.00	wtpcc
315432	12/12/2022	GRCGR1000039796	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CRISTIAN H	\$ 42.00	wtpcc
315433	12/12/2022	GRCGR1000039797	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CAMELLIA MC	\$ 42.00	wtpcc
315434	12/12/2022	GRCGR1000039799	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CAMERON F	\$ 42.00	wtpcc
315435	12/12/2022	GRCGR1000039801	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - MIKE H	\$ 42.00	wtpcc
315436	12/12/2022	GRCGR1000039802	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CALEB R	\$ 42.00	wtpcc
315437	12/12/2022	GRCGR1000039803	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - BOB MK	\$ 42.00	wtpcc
315438	12/12/2022	GRCGR1000039804	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - CAMERON P	\$ 42.00	wtpcc
315439	12/12/2022	GRCGR1000039805	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - JOE F	\$ 42.00	wtpcc
315038	12/12/2022	INV030832	WASHINGTON ASSOCIATION OF	FULL CONF REGISTRATION FEE; WASPC FALL CONF; CHIEF FLOYD AND CAPT FULLER	\$ 750.00	apd
316414	12/12/2022	T-893	REI CORPORATE & GROUP SALES	WELLNESS COMMITTEE INCENTIVE	\$ 102.17	hrcc
315226	12/12/2022	VP_6HSWXR7Q	VISTAPRINT	BUSINESS CARDS; SGT KING	\$ 26.43	apdcc
315328	12/12/2022	WAANA145814	FASTENAL COMPANY	MAINTENANCE SUPPLIES - RESTOCK	\$ 232.04	dwwtp
315241	12/12/2022	WABUR235355	FASTENAL COMPANY	SAFETY SUPPLIES	\$ 565.83	dwwtp
317095	12/13/2022	319354	DOORMAN COMMERCIAL, LLC	DOOR REPAIR @ ASAC	\$ 152.32	pwfac
316994	12/13/2022	41965	ZUMAR INDUSTRIES, INC.	ORANGE REFLECTIVE CONES	\$ 631.31	dshop
315320	12/13/2022	00089614	BACKFLOW PREVENTION SUPPLY INC	RUBBER KIT FOR CHECKS	\$ 158.10	pwfacc
315299	12/13/2022	11-09466-71916	EBAY	LAB SUPPLIES	\$ 261.53	wwtpcc
315314	12/13/2022	111-0433524-9773041	AMAZON.COM SERVICES, INC	DRILL BITS	\$ 19.48	fibercc
315316	12/13/2022	111-0433524-9773041	AMAZON.COM SERVICES, INC	TOOLS	\$ 252.18	fibercc
315237	12/13/2022	111-5695268-7901848	AMAZON.COM SERVICES, INC	LUNCHROOM SUPPLIES	\$ 12.22	wwtpcc
315315	12/13/2022	111-8138079-6897014	AMAZON.COM SERVICES, INC	WORK GLOVES	\$ 64.08	fibercc

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315318	12/13/2022	112-0009396-4128256	AMAZON.COM SERVICES, INC	CHILDREN'S BOOKS	\$ 68.65	libcc
315319	12/13/2022	114-6853147-9909038	AMAZON.COM SERVICES, INC	IPHONE CASE PROTECTOR	\$ 21.22	infosyscc
315297	12/13/2022	150281	HARBOR FREIGHT TOOLS	PNEUMATIC ROLLER SEAT X 2	\$ 71.78	wtpcc
315293	12/13/2022	3986-217592	O'REILLY AUTO PARTS	OIL FILTER #1001	\$ 13.86	shopcc
315317	12/13/2022	40071	FIREFIGHTER INSPIRATION	ONLINE CLASS - MASTERING FIREGROUND COMMAND	\$ 299.00	afdcc
315300	12/13/2022	49967860	LOWE'S BUSINESS ACCOUNT/GEMB	EPOXY PUTTY	\$ 7.59	wtpcc
315323	12/13/2022	5634500187272	PIZZA FACTORY	EVENT SUPPLIES	\$ 169.16	pwfacc
315405	12/13/2022	593 52 132 8852	SAFEWAY INC	EVENT SUPPLIES	\$ 21.99	pwfacc
315404	12/13/2022	593 8 32 5587	SAFEWAY INC	SNACKS FOR TRAINING; ACTIVE SHOOTER WITH VOLUNTEERS	\$ 35.55	apdcc
315396	12/13/2022	8561 62 23101	HOME DEPOT	SMALL TOOLS	\$ 101.95	wdistcc
315324	12/13/2022	912005	FRONTIER BUILDING SUPPLY	24" STEEL STAKES	\$ 69.42	shopcc
315393	12/13/2022	958661	BAYSHORE OFFICE PRODUCTS INC	DRY ERASE MARKERS	\$ 6.82	fibercc
315585	12/13/2022	GRCGR1000039832	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - NEMETH	\$ 42.00	pwfacc
315586	12/13/2022	GRCGR1000039836	GREEN RIVER COMMUNITY COLLEGE	2023 BACKFLOW ASSEMBLY TESTER RENEWAL - NEMETH	\$ 42.00	pwfacc
315296	12/13/2022	WAANA145841	FASTENAL COMPANY	ALCOHOL WIPES	\$ 3.83	wtpcc
315392	44909	00108762	OWEN EQUIPMENT COMPANY	CONTROL MODULE #610	\$ 727.67	shopcc
315397	12/14/2022	108661/4/12235	STOWES, INC	WORK BOOTS, K. HARGETT	\$ 212.27	shopcc
315407	12/14/2022	111-6366447-6275456	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 21.28	wwtpcc
315294	12/14/2022	112-5164083-5786613	AMAZON.COM SERVICES, INC	SPILL KITS	\$ 468.10	shopcc
315391	12/14/2022	113-1557165-9090619	AMAZON.COM SERVICES, INC	BATTERIES FOR SCBA MAINTENANCE	\$ 134.90	afdcc
315525	12/14/2022	205721	HOLIDAY INN	LODGING PTA MATH CLASS - CALEB R	\$ 173.63	wtpcc
315492	12/14/2022	221598	T-SHIRTS BY DESIGN	SAFETY SUPPLIES	\$ 52.22	wwtpcc
315699	12/14/2022	226588199	SURETY PEST CONTROL	PEST CONTROL MUSEUM	\$ 59.84	museum
315906	12/14/2022	228103737	SURETY PEST CONTROL	STA 1: DECEMBER SERVICE	\$ 75.07	medic
315491	12/14/2022	24258247	PURCELL TIRE AND SERVICE CENTE	SERVICE- #304 & #861	\$ 105.81	shopcc
315561	12/14/2022	6560117116	ARAMARK	STA 3 MAT/MOP SERVICE: 12/14	\$ 16.32	medic
315502	12/14/2022	656515	FORESTRY SUPPLIERS INC	MUNSELL SOIL COLOR BOOK - NG	\$ 264.00	plancc

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315408	44909	7204 2753 040	MICHAELS	REC PROGRAM SUPPLIES	\$ 105.38	pkreccc
315406	12/14/2022	A21524/1	ACE HARDWARE	PARKS MAINTENANCE SUPPLIES	\$ 7.82	parksccl
315394	12/14/2022	A21580/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 73.37	wwtpcc
315494	12/14/2022	BILL-347-o6ttww8dbzia	OOMA, INC.	VOIP SURCHARGES & TAXES	\$ 6.99	fibercc
315553	12/14/2022	GRCGR1000039920	GREEN RIVER COMMUNITY COLLEGE	2023 WATERWORKS RENEWAL - ANA P	\$ 42.00	wtpcc
315398	12/14/2022	VP_6QB1HRN6	VISTAPRINT	SENIOR SENTER BANNER	\$ 89.44	parksccl
315486	12/15/2022	112-2905869-0513026	AMAZON.COM SERVICES, INC	MEASURING WHEEL	\$ 108.70	shopcc
315485	12/15/2022	112-5808943-7881063	AMAZON.COM SERVICES, INC	LEVEL	\$ 937.58	shopcc
315512	12/15/2022	114-8130657-7558639	AMAZON.COM SERVICES, INC	VELCRO, WET ERASE PENS	\$ 39.50	afdcc
315507	12/15/2022	1592359-IN	WESTSIDE CONCRETE & ACCESSORIE	OPERATING SUPPLIES- STREET DEPT	\$ 105.99	shopcc
315506	12/15/2022	204755	CROWDER SUPPLY CO, INC	IGNITION ASSEMBLY- #13-940	\$ 178.36	shopcc
315511	12/15/2022	272TR6VV	CENTERS FOR MEDICARE AND	MEDICARE ENROLLMENT FEE FOR	\$ 631.00	afdcc
315654	12/15/2022	3245779	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 1,406.09	wwtpcc
315490	12/15/2022	4878-2	SHERWIN WILLIAMS	PAINT	\$ 75.41	wtpcc
315562	12/15/2022	6560117912	ARAMARK	STA 2 MAT/MOP SERVICE: 12/15	\$ 16.31	medic
315563	12/15/2022	6560117914	ARAMARK	STA 1 MAT/MOP SERVICE: 12/15	\$ 22.63	medic
315567	12/15/2022	6560117925	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
315552	12/15/2022	6560117942	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.31	dshop
315663	12/15/2022	8563 00051 49984	HOME DEPOT	FACILITY USE ITEMS	\$ 100.61	pwfaccc
315498	12/15/2022	913135	FRONTIER BUILDING SUPPLY	SIDING	\$ 178.32	wdistcc
315501	12/15/2022	913163	FRONTIER BUILDING SUPPLY	CONCRETE MIX	\$ 274.48	shopcc
315671	12/15/2022	958881	BAYSHORE OFFICE PRODUCTS INC	WET ERASE MARKERS	\$ 10.83	afdcc
315690	12/15/2022	958884	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 15.71	wwtpcc
315666	12/15/2022	958953	BAYSHORE OFFICE PRODUCTS INC	BAYSHORE 2023 CALENDARS (2)	\$ 35.84	plancc
315675	12/15/2022	958996	BAYSHORE OFFICE PRODUCTS INC	HEADSET FOR COMPUTER - LG	\$ 31.00	plancc
315686	12/15/2022	959002	BAYSHORE OFFICE PRODUCTS INC	PARKS OFFICE SUPPLIES	\$ 37.48	parksccl
315674	12/15/2022	959006	BAYSHORE OFFICE PRODUCTS INC	KMERRIMAN OFFICE SUPPLIES	\$ 105.91	plancc

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315493	12/15/2022	a004W00001k2wq3	NASSCO, INC	STORM & SEWER PIPE INSPECTION CERTIFICATION	\$ 1,075.00	shopcc
315505	12/15/2022	AGHM222910415821215	ALIEN GEAR HOLSTERS	HOLSTER FOR INVESTIGATIONS	\$ 114.11	apdcc
315488	12/15/2022	B78384	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 22.91	parksccl
315499	12/15/2022	B78463	SEBO'S DO-IT CENTER	OPERATING SUPPLIES- WATER DEPT	\$ 12.57	wdistcc
315500	12/15/2022	B78464	SEBO'S DO-IT CENTER	WD-40	\$ 52.19	fibercc
315495	12/15/2022	B78569	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES	\$ 128.32	wwtpcc
315504	12/15/2022	BBY01-806719885720	BEST BUY STORES, L.P.	APPLECARE PLAN FOR IPADS	\$ 150.14	infosyscc
315503	12/15/2022	BBY01-806719885720	BEST BUY STORES, L.P.	IPADS	\$ 587.50	infosyscc
315509	12/15/2022	F99919	COASTAL FARM &	WORK BOOTS- SABEN W	\$ 179.51	shopcc
315487	12/15/2022	U2216059416	ICONIX WATERWORKS INC	WATER SUPPLIES	\$ 1,205.46	wdistcc
315679	12/16/2022	02378538	HARBOR FREIGHT TOOLS	TV MOUNT	\$ 217.56	infosyscc
315693	12/16/2022	1002159	LITTLE CAESARS PIZZA	REC EVENT SUPPLIES	\$ 58.70	pkreccc
315829	12/16/2022	112-1857415-5399410	AMAZON.COM SERVICES, INC	GPS EXTENSION CABLE FOR OPERATIONS	\$ 41.28	infosyscc
315646	12/16/2022	112-5897575-1159446	AMAZON.COM SERVICES, INC	CONSTRUCTION GRADE ROD, 16FT	\$ 103.92	shopcc
315651	12/16/2022	112-6041660-2437815	AMAZON.COM SERVICES, INC	OSCILLATING BLADES	\$ 28.28	infosyscc
315657	12/16/2022	113-3572674-5582633	AMAZON.COM SERVICES, INC	BOOK HOLDS AND REQUESTS	\$ 70.37	libcc
315658	12/16/2022	113-4722620-3634654	AMAZON.COM SERVICES, INC	BOOK HOLDS AND REQUESTS	\$ 41.31	libcc
315656	12/16/2022	113-8912569-4289004	AMAZON.COM SERVICES, INC	DVD HOLDS/REQUESTS	\$ 41.32	libcc
315528	12/16/2022	114-1800968-6741018	AMAZON.COM SERVICES, INC	FLASHLIGHTS X 3	\$ 76.53	wtpcc
315667	12/16/2022	114-1800968-6741018	AMAZON.COM SERVICES, INC	SAFETY GLASSES	\$ 18.52	wtpcc
315681	12/16/2022	114-2176439-1580203	AMAZON.COM SERVICES, INC	WIRELESS HDMI KIT	\$ 195.83	infosyscc
315680	12/16/2022	114-7626378-7746605	AMAZON.COM SERVICES, INC	HDMI SPLITTERS	\$ 77.49	infosyscc
315655	12/16/2022	114-9149454-3164229	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 155.04	wwtpcc
315676	12/16/2022	1855-2681	FIRESTATS, LLC	PAYMENT FOR FIRESTATS, LLC. DATA ANALYSIS REGISTRATION	\$ 600.00	afdcc

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315678	12/16/2022	1Z171F6X4292326457	THE MAILBOX	POSTAGE TO RETURN ITEM	\$ 104.25	infosyscc
315684	12/16/2022	22-09475-22825	EBAY	CRESTRON CP3N CONTROLLER FOR ASAC KITCHENETTE	\$ 945.38	infosyscc
315692	12/16/2022	593 51 80 8851	SAFEWAY INC	REC EVENT SUPPLIES	\$ 59.74	pkreccc
315682	12/16/2022	662 202 30 702	COSTCO WHOLESALE CORPORATION	TV AND BATTERIES	\$ 562.52	infosyscc
315645	12/16/2022	A22367/1	ACE HARDWARE	FACILITY USE ITEMS	\$ 50.22	pwfacc
315669	12/16/2022	A22597/1	ACE HARDWARE	FASTENERS	\$ 56.50	wdistcc
315687	12/16/2022	B78729	SEBO'S DO-IT CENTER	CLEANING SUPPLY	\$ 23.91	shopcc
315665	12/16/2022	B78765	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES	\$ 46.76	wwtpcc
315672	12/16/2022	B78812	SEBO'S DO-IT CENTER	SUPPLIES FOR CUSTOMER INSTALLS	\$ 13.89	fibercc
315664	12/16/2022	B78818	SEBO'S DO-IT CENTER	FACILITY USE ITEMS	\$ 55.00	pwfacc
315683	12/16/2022	B79051	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 5.62	parksccl
315689	12/16/2022	RCPT0013854	SKAGIT BUILDING SALVAGE	WA PARK SHOP SUPPLIES	\$ 162.90	parksccl
315677	12/16/2022	X59841/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 34.22	wwtpcc
315647	12/17/2022	112-2905869-0513026	AMAZON.COM SERVICES, INC	MEASURING WHEEL	\$ 108.70	shopcc
315688	12/17/2022	114-5050349-6403457	AMAZON.COM SERVICES, INC	OFFICE SUPPLY	\$ 13.58	shopcc
315668	12/17/2022	114-6039962-7042653	AMAZON.COM SERVICES, INC	SAFETY GLASSES	\$ 10.81	wtpcc
315661	12/17/2022	114-8733957-4305835	AMAZON.COM SERVICES, INC	PATROL EQUIPMENT AND TRAINING SUPPLIES	\$ 56.33	apdcc
315659	12/17/2022	2078449	BLACKSTONE PUBLISHING	AUDIO BOOKS	\$ 50.00	libcc
315650	12/17/2022	801329	BLADE CHEVROLET, INC	MIRRORS VEH #4001	\$ 1,614.48	shopcc
315649	12/17/2022	938433941	LOWE'S BUSINESS ACCOUNT/GEMB	ICE SCRAPER, WD40	\$ 27.81	wtpcc
315653	12/17/2022	E0500LHY8N	MICROSOFT CORPORATION	AZURE DEVELOPER SUPPORT 11/16-12/15/22	\$ 29.00	infosyscc
315652	12/17/2022	E0500LIBR8	MICROSOFT CORPORATION	AZURE PAY-AS-YOU-GO 11/16-12/15/22	\$ 23.50	infosyscc
315691	12/18/2022	111-7623184-9030668	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 23.45	wwtpcc
315648	12/18/2022	112-0336337-5986648	AMAZON.COM SERVICES, INC	HEAVY DUTY TRIPOD	\$ 70.71	shopcc
315670	12/18/2022	G03072	COASTAL FARM &	WORK PANTS	\$ 165.00	wdistcc
315748	12/19/2022	103122	NATIONAL FIRE ACADEMY	ACADEMY MEAL PROGRAM: EMS QUALITY MANAGEMENT CLASS	\$ 337.64	afdcc

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315749	12/19/2022	112-8593918-5599459	AMAZON.COM SERVICES, INC	POWER CHARGERS	\$ 215.40	infosyscc
315750	12/19/2022	113-0943029-0696267	AMAZON.COM SERVICES, INC	JUVENILE BOOKS	\$ 17.61	libcc
315741	12/19/2022	114-2865530-8645805	AMAZON.COM SERVICES, INC	LAB AND SAFETY SUPPLIES	\$ 636.67	wwtpcc
316619	12/19/2022	114-7881369-5873836	AMAZON.COM SERVICES, INC	CHARGERS	\$ 35.97	wtpcc
315685	12/19/2022	114-8283235-4556245	AMAZON.COM SERVICES, INC	TVS	\$ 2,252.16	infosyscc
316982	12/19/2022	22-09475-22826	BEST BUY STORES, L.P.	CRESTRON CP3N CONTROLLER FOR ASAC KITCHENETTE	\$ 368.14	infosyscc
315834	12/19/2022	22121953185601	WASHINGTON STATE DEPARTMENT	PARKS STAFF CERTIFICATION	\$ 50.00	parksccl
315835	12/19/2022	22121953185601b	WASHINGTON STATE DEPARTMENT	PARKS STAFF CERTIFICATION-SERVICE FEE	\$ 1.50	parksccl
315726	12/19/2022	226586103	SURETY PEST CONTROL	LIBRARY PEST CONTROL	\$ 85.95	publib
315921	12/19/2022	2508	PLANNING ASSOCIATION	2023 PLANNING ASSOC OF WA MEMBERSHIP LGRAGE	\$ 450.00	plan
315747	12/19/2022	265053-5	BIRCH EQUIPMENT CO., INC	FACILITY SUPPLIES	\$ 946.29	pwfacc
315836	12/19/2022	444694	ACTIVE911, INC.	ANNUAL SUBSCRIPTION 12/1/22 - 12/1/2023	\$ 758.66	afdcc
315837	12/19/2022	456719	ACTIVE911, INC.	PRO-RATED NEW SUBSCRIBERS TO SUBSCRIPTION RENEWAL	\$ 77.14	afdcc
315827	12/19/2022	593 8 30 7582	SAFEWAY INC	LAB SUPPLIES - ICE	\$ 32.89	wwtpcc
315839	12/19/2022	6560119504	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 79.65	wwtpcc
315746	12/19/2022	A23888/1	ACE HARDWARE	FACILITY USE ITEMS	\$ 127.27	pwfacc
315742	12/19/2022	B80166	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 94.32	wwtpcc
315743	12/19/2022	B80203	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 89.56	wwtpcc
315745	12/19/2022	B80475	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 36.88	wwtpcc
315744	12/19/2022	B90302	SEBO'S DO-IT CENTER	OPERATING SUPPLIES	\$ 9.78	wwtpcc
315818	12/20/2022	064837	MCDONALDS CORP	OT SUPPLIES FOR SNOW CREW	\$ 36.88	shopcc
316350	12/20/2022	1016564608	WASHINGTON STATE BAR	WSBA LICENSE RENEWAL 2023 SERVICE FEE	\$ 11.95	courtcc
315838	12/20/2022	111-2709941-9025824	AMAZON.COM SERVICES, INC	LUNCHROOM SUPPLIES	\$ 40.12	wwtpcc
315826	12/20/2022	112-7805796-4580256	AMAZON.COM SERVICES, INC	AIR FILTER- #6918	\$ 11.96	shopcc
315821	12/20/2022	113-0772173-9508233	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 101.92	wwtpcc

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315833	12/20/2022	114-8199187-0365000	AMAZON.COM SERVICES, INC	WATER- OPERATING SUPPLIES	\$ 39.12	shopcc
315824	12/20/2022	18130	WHATCOM ELECTRIC CO INC	ALTERNATOR #410	\$ 398.62	wdistcc
315825	12/20/2022	221638	T-SHIRTS BY DESIGN	SWEATSHIRTS WITH LOGO EMBROIDERY	\$ 212.92	pwfacc
315755	12/20/2022	4F287CE9-7BA4-485B-8	SKAGIT COUNTY CLERK	ODYSSEY 2023 FEE	\$ 266.88	court
315823	12/20/2022	B80701	SEBO'S DO-IT CENTER	FACILITY SUPPLIES ASAC	\$ 31.98	pwfacc
315820	12/20/2022	FS221219365422	FS.COM, INC.	FIBER OPTIC PIGTAILS	\$ 101.75	fibercc
315819	12/20/2022	FS221219495217	FS.COM, INC.	FIBER OPTIC JUMPERS	\$ 293.84	fibercc
315828	12/20/2022	X60345/1	ACE HARDWARE	OPERATING SUPPLIES	\$ 87.09	wwtpcc
315752	12/20/2022	XK7589M87	DELL MARKETING LP	LAPTOP FOR ASAC	\$ 981.54	infosyscc
315754	12/20/2022	XK7589MC2	DELL MARKETING LP	LAPTOP ASAC	\$ 1,011.84	infosyscc
315753	12/20/2022	XK7589P96	DELL MARKETING LP	LAPTOPS FOR ASAC	\$ 961.61	infosyscc
315758	12/21/2022	1016564608	WASHINGTON STATE BAR	WSBA LICENSE RENEWAL 2023	\$ 478.00	court
315860	12/21/2022	102049249	DANNER	PARKS STAFF BOOT PURCHASE	\$ 500.48	parksc1
315840	12/21/2022	111-3940855-5404258	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 38.04	wwtpcc
316602	12/21/2022	113119	ASSOCIATION OF WASHINGTON	2023 CITY ACTION DAYS REGISTRATION	\$ 800.00	execc
315955	12/21/2022	13397783	HACH COMPANY	ANALYZER REAGENT	\$ 565.71	wwtpcc
315891	12/21/2022	226585165	SURETY PEST CONTROL	PEST CONTROL, ACC 34798464, 2205 37TH, A AVE BOOSTER	\$ 47.87	wtpcc
315892	12/21/2022	226587743	SURETY PEST CONTROL	PEST CONTROL, ACC 34803357, 6996 SAN JUAN HILL LN, FIDALGO BOOSTER	\$ 47.87	wtpcc
315893	12/21/2022	226587745	SURETY PEST CONTROL	PEST CONTROL, ACC 34803359, 2102 PENN AVE, ROCKRIDGE BOOSTER	\$ 47.87	wtpcc
315894	12/21/2022	226587746	SURETY PEST CONTROL	PEST CONTROL, ACC 34803360, 4155 SAN JUAN BLVD, POINTE BOOSTER	\$ 47.78	wtpcc
316420	12/21/2022	315862	RELIANT HIRING SOLUTIONS	LAW ENFORCEMENT HIRING EXPO	\$ 349.00	hrcc
316416	12/21/2022	3424	WASHINGTON STATE UNIVERSITY	WSU CAREER EXPO APD	\$ 550.00	hrcc
315900	12/21/2022	63429	SMILEY'S PRO SERVICES	STEEL SUPPLIES- #8002	\$ 1,186.48	shopcc
315886	12/21/2022	75987413	THE DONUT HOUSE	OVERTIME SUPPLIES- STREET DEPT	\$ 61.25	shopcc
315897	12/21/2022	959619	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES KMERRIMAN	\$ 841.45	plancc

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315861	12/21/2022	B60796	SEBO'S DO-IT CENTER	FACILITY USE ITEMS	\$ 5.32	pwfacc
315858	12/21/2022	B80761	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 15.98	parksc
315859	12/21/2022	B80919	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 41.63	parksc
315902	12/21/2022	IV00921	TOPCON SOLUTIONS STORE	AUTOCAD TRAINING COURSE	\$ 3,585.00	pwfacc
317342	12/22/2022	INV-200084	BRIGHTLY SOFTWARE, INC.	SMARTGOV SOFTWARE FOR PCED - VIRTUAL TRAINING	\$ 4,275.00	plan
315888	12/22/2022	051374	LOU'S GLOVES, INC	SAFETY SUPPLIES	\$ 758.00	wwtpcc
315864	12/22/2022	111-6044910-7905022	AMAZON.COM SERVICES, INC	MAINTENANCE AND OFFICE SUPPLIES	\$ 114.99	wwtpcc
315889	12/22/2022	112-3445979-5923460	AMAZON.COM SERVICES, INC	WORK BOOTS- JASON T	\$ 58.74	shopcc
315953	12/22/2022	1400170	ABP INTERNATIONAL, INC	FOBS FOR DOOR ACCESS	\$ 25.78	infosyscc
315850	12/22/2022	226588195	SURETY PEST CONTROL	WWTP PEST CONTROL	\$ 174.08	dwwtp
315896	12/22/2022	28737139	LOWE'S BUSINESS ACCOUNT/GEMB	SPOT LIGHT	\$ 118.59	wdistcc
315846	12/22/2022	6560121670	ARAMARK	APD NYLON MATS CLEANED	\$ 16.33	apd
315848	12/22/2022	6560121683	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.31	dshop
315849	12/22/2022	6560121685	ARAMARK	OPS: MAT CLEANING	\$ 77.12	dshop
315898	12/22/2022	914945	FRONTIER BUILDING SUPPLY	PARKS MAINTENANCE SUPPLIES	\$ 16.59	parksc
315959	12/22/2022	959828	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 33.71	wwtpcc
315895	12/22/2022	ANA01	EDGE ANALYTICAL, INC	WATER ANALYSIS 11 INVOICES	\$ 2,081.09	wtpcc
315885	12/22/2022	B81239	SEBO'S DO-IT CENTER	FACILITY USE ITEMS CITY HALL	\$ 17.85	pwfacc
315887	12/22/2022	G05791	COASTAL FARM &	RAIN PANTS- CAMERON P	\$ 121.85	wdistcc
316012	12/22/2022	i10477	A-1 MOBILE LOCK AND KEY, INC.	AUTO LOCKOUT; APD CASE 22-A08830	\$ 75.00	apd
316953	12/23/2022	71140588	WASHINGTON STATE DEPARTMENT	TRAINING - LEADERSHIP	\$ 468.00	fiber
315972	12/23/2022	12P23614	MOTOR TRUCKS, INC	PUMP SEAL	\$ 29.06	shopcc
316431	12/23/2022	3339529	AMERICAN PLANNING ASSOCIATION	2023 APA MEMBERSHIP RENEWAL FOR LIBBY GRAGE	\$ 768.00	plancc
315952	12/23/2022	41600462523	LES SCHWAB TIRE CENTERS	REPLACEMENT CHAINS FOR MED 16	\$ 163.17	afdcc
315954	12/24/2022	10640484903	DELL MARKETING LP	WARRANTY EXTENSION	\$ 2,986.74	infosyscc
315958	12/24/2022	108661/14/20879	STOWES, INC	WORK BOOTS	\$ 200.00	shopcc
315957	12/24/2022	114-2094780-3673804	AMAZON.COM SERVICES, INC	USB WALL CHARGER PLUG	\$ 25.88	infosyscc

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316283	12/26/2022	1-592165-34	DIAMOND RENTALS, INC.	PORTABLE RESTROOMS FOR CEMETERY 11/27-12/27/22	\$ 140.00	parks1
316280	12/26/2022	1-592167-34	DIAMOND RENTALS, INC.	PORTABLE RESTROOMS FOR CEMETERY 11/27-12/27/22	\$ 365.00	parks1
316278	12/26/2022	113-2808204-8307438	AMAZON.COM SERVICES, INC	WIRE AND CABLE PULLING LUBRICANT	\$ 10.23	pwfacc
315964	12/26/2022	113-4722620-3634654	AMAZON.COM SERVICES, INC	BOOK HOLDS AND REQUESTS	\$ 8.69	libcc
315963	12/26/2022	380157	HARBOR FREIGHT TOOLS	1 TON CHAIN HOIST	\$ 70.71	shopcc
316286	12/26/2022	5007491844	FERRELLGAS, LP	WA PARK SHOP PROPANE	\$ 121.85	parks1
315913	12/27/2022	111-3253111-5309025	AMAZON.COM SERVICES, INC	MAYORS OFFICE AND BREAKROOM SUPPLIES	\$ 109.65	execc
315910	12/27/2022	111-7918887-4603464	AMAZON.COM SERVICES, INC	EXECUTIVE OFFICE SUPPLIES	\$ 13.05	execc
316288	12/27/2022	113-0554828-0556223	AMAZON.COM SERVICES, INC	CABLE PULLER	\$ 1,052.34	pwfacc
316282	12/27/2022	113-2808204-8307438	AMAZON.COM SERVICES, INC	GARDNER BENDER WIRE AND CABLE LUBRICANT	\$ 49.48	pwfacc
316291	12/27/2022	113-7076352-5230606	AMAZON.COM SERVICES, INC	PISTON SET	\$ 155.96	pwfacc
315994	12/27/2022	114-4054471-4443420	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 110.81	wwtpcc
316166	12/27/2022	114-5610867-7068267	AMAZON.COM SERVICES, INC	LAB SUPPLIES	\$ 51.02	wwtpcc
316003	12/27/2022	22-40081	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT N02&N03 WEEKLY	\$ 25.38	wwtpcc
316036	12/27/2022	284318	NAPA	MAINTENANCE SUPPLIES	\$ 10.77	museumcc
316039	12/27/2022	3246016	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 679.80	wwtpcc
316040	12/27/2022	3246049	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 1,167.43	wwtpcc
315995	12/27/2022	4133	RONK BROS INC	CHIMNEY CAP	\$ 162.90	wdistcc
316044	12/27/2022	960027	BAYSHORE OFFICE PRODUCTS INC	SENIOR CENTER OFFICE SUPPLIES	\$ 65.92	parksccl
316045	12/27/2022	960069	BAYSHORE OFFICE PRODUCTS INC	SENIOR CENTER OFFICE SUPPLIES	\$ 7.52	parksccl
316235	12/27/2022	A27547/1	ACE HARDWARE	TORCH FOR TCRS	\$ 53.85	wtppcc
316001	12/27/2022	B82373	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 2.11	parksccl
316002	12/27/2022	B82389	SEBO'S DO-IT CENTER	CHANNEL LOCK REEL	\$ 26.10	afdcc
315992	12/27/2022	B82399	SEBO'S DO-IT CENTER	MAINTENANCE	\$ 8.26	museumcc
315993	12/27/2022	B82451	SEBO'S DO-IT CENTER	FACILITY USE ITEMS	\$ 21.31	pwfacc
315999	12/27/2022	B82532	SEBO'S DO-IT CENTER	TOOLS	\$ 154.08	fibercc
316000	12/27/2022	B82552	SEBO'S DO-IT CENTER	MURAL SUPPLIES	\$ 8.53	museumcc

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316049	12/27/2022	XFMASG	ALASKA AIRLINES	TRAVEL TO WASHINGTON DC FOR NATIONAL LEAGUE OF CITIES CONFERENCE	\$ 538.01	execc
316050	12/28/2022	111-3475341-9769006	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 24.53	libcc
315973	12/28/2022	112-8640419-5615469	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES FINANCE	\$ 28.78	financecc
316241	12/28/2022	114-2235241-0365044	AMAZON.COM SERVICES, INC	ROLODEX X 2	\$ 42.48	wtppcc
316091	12/28/2022	24258493	PURCELL TIRE AND SERVICE CENTE	TIRE REPAIR #304	\$ 22.60	shopcc
316090	12/28/2022	3246096	NURNBERG SCIENTIFIC	LAB CHEMICALS	\$ 96.78	wwtpcc
316047	12/28/2022	466453	PUBLIC SAFETY SOURCE	VEHICLE PARTS	\$ 2,447.79	shopcc
316193	12/28/2022	6560124438	ARAMARK	STA 3 MAT/MOP SERVICE: 12/28	\$ 16.32	medic
316037	12/28/2022	78570	TRIM FLEX VINYL CO	SHOP TOOLS	\$ 489.16	shopcc
316092	12/28/2022	960281	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES DOICLES CABLES DRY MARKERS	\$ 20.12	plancc
316042	12/28/2022	A28222/1	ACE HARDWARE	PEX ELBOW	\$ 7.82	shopcc
316046	12/28/2022	AVS0114910	AUTO VENTSHADE® (AVS)	AEROCAB MARKER LIGHTS #1000	\$ 231.19	shopcc
316051	12/28/2022	B82924	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 12.78	parksccl
316052	12/28/2022	B82973	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 15.98	parksccl
316482	12/28/2022	CS47916	NOREGON SYSTEMS, INC.	2023 ANNUAL RENEWAL- JPRO W/NS REPAIR	\$ 2,174.92	shopcc
316043	12/28/2022	G09765	COASTAL FARM &	KMERRIMAN BOOTS	\$ 85.00	plancc
316053	12/28/2022	INV-OL-146257	OWL LABS, INC	MEETING OWLS AND CONNECTORS FOR MEETING ROOMS	\$ 6,083.97	infosyscc
316167	12/29/2022	0151406-IN	SWS EQUIPMENT	TRANSITION TUBE WELDMENT #304	\$ 1,882.35	shopcc
316048	12/29/2022	112-3539259-0245012	AMAZON.COM SERVICES, INC	PUMP OIL #11966	\$ 20.10	shopcc
316089	12/29/2022	112-4229526-8729802	AMAZON.COM SERVICES, INC	DEWALT OSCILLATING MULTI-TOOL	\$ 162.11	infosyscc
316243	12/29/2022	16180367	PACIFIC POWER BATTERIES	HVAC BATTERY	\$ 15.75	wtppcc
316100	12/29/2022	22-40959	EDGE ANALYTICAL, INC	LAB TESTING - ALKALINITY MONTHLY	\$ 94.55	wwtpcc
316093	12/29/2022	361074	HARBOR FREIGHT TOOLS	PATROL SUPPLIES; LOCKER BARS FOR SHOES	\$ 173.60	apdcc
316101	12/29/2022	6560123048	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 87.34	wwtpcc

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316194	12/29/2022	6560125293	ARAMARK	STA 2 MAT/MOP SERVICE: 12/29	\$ 16.31	medic
316195	12/29/2022	6560125294	ARAMARK	STA 1 MAT/MOP SERVICE: 12/29	\$ 22.63	medic
316204	12/29/2022	6560125311	ARAMARK	APD CARPET CLEANING	\$ 16.33	apd
316060	12/29/2022	6560125325	ARAMARK	OPS & PARKS LAUNDRY	\$ 68.31	dshop
316088	12/29/2022	926185	MY TAILOR	REPLACE PATCH	\$ 5.00	afdcc
316168	12/29/2022	960341	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES PAPER HOLDERS DOICLES	\$ 74.76	plancc
316169	12/29/2022	960354	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 25.48	legalcc
316096	12/29/2022	9846020182	STAPLES ADVANTAGE	COPY PAPER	\$ 332.80	apdcc
316098	12/29/2022	AVS0115036	AUTO VENTSHADE® (AVS)	LIGHTSHIELD HOOD #2001	\$ 219.77	shopcc
316099	12/29/2022	B83448	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 8.69	parksccl
316094	12/29/2022	B83450	SEBO'S DO-IT CENTER	FACILITY USE ITEM	\$ 6.40	pwfacc
316054	12/29/2022	i10541	A-1 MOBILE LOCK AND KEY, INC.	FACILITY DOOR LOCK REPAIR	\$ 690.88	pwfac
317323	12/30/2022	S20219994*	SUPERIOR SYSTEMS, INC	WEST 2ND STREET TRAIL - CUSTOM MANUFACTURE METAL FRAMES	\$ 33,757.38	parks1
316187	12/30/2022	000048	CLEAN AND CLIP	K9 T-BONE GROOMING	\$ 50.00	apdcc
316178	12/30/2022	078465	HARBOR FREIGHT TOOLS	TV MOUNTS FOR ASAC PROJECT	\$ 163.47	infosyscc
316186	12/30/2022	111-8806418-3314611	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 29.31	wwtpcc
316177	12/30/2022	112-0009396-4128256	AMAZON.COM SERVICES, INC	JUVENILE BOOKS	\$ 17.40	libcc
316334	12/30/2022	113-4181150-1588239	AMAZON.COM SERVICES, INC	ROCKER SWITCH PANEL #4001	\$ 27.08	dshop
316203	12/30/2022	114-13478582	UNITED SITE SERVICES, INC	RESTROOM RENTAL 8/4/22 - 9/3/22	\$ 20.00	wdist
316205	12/30/2022	114-13478585	UNITED SITE SERVICES, INC	RESTROOM RENTAL 9/4/22 - 10/3/22	\$ 20.00	wdist
316206	12/30/2022	114-13478586	UNITED SITE SERVICES, INC	RESTROOM RENTAL 10/4/22 - 11/3/22	\$ 20.00	wdist
316162	12/30/2022	114-8017945-0914630	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 152.30	wwtpcc
316165	12/30/2022	3246148	NURNBERG SCIENTIFIC	LAB SUPPLIES	\$ 464.37	wwtpcc
316246	12/30/2022	5519062	MALLORY SAFETY & SUPPLY LLC	EARMUFFS	\$ 306.81	wtppcc
316161	12/30/2022	593 176 43 8821	SAFEWAY INC	CAKE FOR RETIREMENT CELEBRATION- RECORDS STAFF BEYER	\$ 36.99	apdcc

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316170	12/30/2022	960563	BAYSHORE OFFICE PRODUCTS INC	FILE CABINET	\$ 254.43	pwfacc
316160	12/30/2022	B83627	SEBO'S DO-IT CENTER	FACILITY USE ITEMS	\$ 25.55	pwfacc
316183	12/30/2022	B83858	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 7.03	parksc1
316164	12/30/2022	P-00295103	PANTHEON SYSTEMS, INC	HOSTING FEES FOR SAFEANDCLEANWATER.ORG 12/30-01/29/23	\$ 38.09	infosyscc
316877	12/31/2022	0173	SKAGIT COUNTY SOLID WASTE FUND	DECEMBER TONNAGE HAULED	\$ 82,067.29	dshop
316999	12/31/2022	128	SKAGIT DOMESTIC VIOLENCE &	SKAGIT DVSAS - 4TH QTR 2022	\$ 1,007.88	apd
316954	12/31/2022	FB-2063	CITY OF MOUNT VERNON	DARK FIBER	\$ 350.00	fiber
316727	12/31/2022	01310260	UNITED SITE SERVICES, INC	PARKS PORTABLE RESTROOMS 12/1-12/31/22	\$ 1,036.41	parksc1
316475	12/31/2022	1121737709	FERRELLGAS, LP	WA PARK PROPANE	\$ 516.95	parks1
316474	12/31/2022	2030534871	FERRELLGAS, LP	WA PARK PROPANE REFILL	\$ 393.53	parks1
316471	12/31/2022	3094243651	LEXISNEXIS	LEGAL ONLINE RESEARCH 12/2022	\$ 343.81	attorney
316174	12/31/2022	G11349	COASTAL FARM &	BOOT ALLOWANCE - JD	\$ 191.48	wwtpcc
316185	1/1/2023	111-0173227-0749812	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 17.68	wwtpcc
316493	1/1/2023	12/31/2022	GOOGLE ANALYTICS	GOOGLE ADVERTISING	\$ 212.04	fibercc
316417	1/1/2023	2403	NPELRA	2023 NPELRA MEMBERSHIP	\$ 225.00	hrcc
316480	1/1/2023	2446139-0043-4	WASTE MANAGEMENT	WTP GARBAGE, RECYCLING COLLECTION 12/1/22-12/31/22	\$ 192.93	dwtpp
316418	1/1/2023	3534	NPELRA	NPELRA TRAINING - REILLY WYNN	\$ 295.00	hrcc
316504	1/1/2023	4778221S185	LEMAY MOBILE SHREDDING	APD AND COURT SHREDDING 12/1-12/31/22	\$ 52.86	apd
316354	1/1/2023	4778222S185	LEMAY MOBILE SHREDDING	CONTAINER SHREDDING - CITY HALL	\$ 25.16	finance
316251	1/1/2023	95225	G12 COMMUNICATIONS	SIP TRUNKS 1/1-1/31/23	\$ 971.30	infosyscc
316163	1/1/2023	A89534807864506617	GOOGLE ANALYTICS	SAFE AND CLEAN WATER.COM	\$ 6.36	infosyscc
316419	1/1/2023	CS1666394	SOCIETY FOR HUMAN RESOURCE	2023 SHRM MEMBERSHIP - REILLY WYNN	\$ 229.00	hrcc
316184	1/2/2023	01/01/2023	THE WALL STREET JOURNAL	WSJ DIGITAL SUBSCRIPTION- FINANCE	\$ 38.99	fincc1
316328	1/2/2023	111-2560861-7728215	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 35.82	wwtpcc
316329	1/2/2023	111-8285388-4293033	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 21.50	wwtpcc

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316330	1/2/2023	111-9754748-9902600	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 6.67	wwtpcc
316325	1/2/2023	112-2344489-0213017	AMAZON.COM SERVICES, INC	POWERCABLES FOR SERVERS	\$ 31.17	infosyscc
316321	1/2/2023	113-9718702-2045840	AMAZON.COM SERVICES, INC	NEW TEEN BOOKS	\$ 14.76	libcc
316326	1/2/2023	114-9752689-1573850	AMAZON.COM SERVICES, INC	TVS FOR OPS	\$ 282.86	infosyscc
316320	1/2/2023	151354	PORT OF ANACORTES	FUEL FOR MARINE 29	\$ 14.08	afdcc
316771	1/2/2023	1925	THRIFTY CLEANERS	DECEMBER LAUNDRY	\$ 49.57	afdcc
316319	1/2/2023	A29833/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 28.34	wwtpcc
316323	1/2/2023	INV182421869	ZOOM VIDEO COMMUNICATIONS INC.	SENIOR CENTER ZOOM SUBSCRIPTION 1/2-2/1/23	\$ 16.30	parksccl
316327	1/2/2023	INV1872427844	ZOOM VIDEO COMMUNICATIONS INC.	COURT 1/2-2/1/23	\$ 16.30	courtcc
317100	1/3/2023	332882	BAY CITY SUPPLY	FACILITY USE ITEMS	\$ 410.10	pwfacc
316216	1/3/2023	01874	SKAGIT COUNTY BAR ASSN	MEMBERSHIP RENEWAL - PUB DEF	\$ 75.00	court
316322	1/3/2023	111-7685038-3392262	AMAZON.COM SERVICES, INC	ATTORNEY OFFICE SUPPLIES	\$ 16.93	execc
316388	1/3/2023	112-3557440-0671409	AMAZON.COM SERVICES, INC	3 PACK SERVER RACK RAILS	\$ 121.40	infosyscc
316393	1/3/2023	112-4802230-5630628	AMAZON.COM SERVICES, INC	RACK MOUNT KIT	\$ 353.49	infosyscc
316396	1/3/2023	113-2141914-9073857	AMAZON.COM SERVICES, INC	SAFETY WORK GLOVES- SHOP	\$ 36.94	shopcc
316406	1/3/2023	22-38078	EDGE ANALYTICAL, INC	LAB TESTING SLUDGE METALS BI MONTHLY	\$ 203.99	wwtpcc
316405	1/3/2023	22-38079	EDGE ANALYTICAL, INC	LAB TESTING - ASH ANNUAL TESTING	\$ 378.22	wwtpcc
316196	1/3/2023	2213833976379910	WASHINGTON DEFENDER	RENEWAL - PUB DEF	\$ 205.03	court
316469	1/3/2023	24004	L.N. CURTIS & SONS	INSTRUCTOR MANUAL	\$ 79.58	afdcc
316407	1/3/2023	300047261	AMERICAN ASSOCIATION FOR	MEMBERSHIPS	\$ 168.00	museumcc
316463	1/3/2023	960566	BAYSHORE OFFICE PRODUCTS INC	FIRE DEPT STATION 1	\$ 405.52	pwfacc
316384	1/3/2023	A30271/1	ACE HARDWARE	LAB MAINTENANCE SUPPLIES	\$ 27.41	wwtpcc
316401	1/3/2023	A30332/1	ACE HARDWARE	MURAL SUPPLIES	\$ 9.54	museumcc
316398	1/3/2023	A30524/1	ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 87.29	wwtpcc
316492	1/3/2023	ACT-00134800	UNITED SITE SERVICES, INC	PENN AVE PORTA POTTY RENTAL - 5 INVOICES 8/1/22-12/31/22	\$ 1,051.25	wtppcc
316385	1/3/2023	B85425	SEBO'S DO-IT CENTER	FACILITY USE ITEM	\$ 9.94	pwfacc
316402	1/3/2023	B85498	SEBO'S DO-IT CENTER	MURAL SUPPLIES	\$ 37.45	museumcc

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316394	1/3/2023	B85535	SEBO'S DO-IT CENTER	CONDUIT FOR FIBER INSTALLATIONS	\$ 8.38	fibercc
316400	1/3/2023	B85555	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 6.05	parksccl
316383	1/3/2023	B85571	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 18.26	parksccl
316389	1/3/2023	B85599	SEBO'S DO-IT CENTER	CONDUIT FOR FIBER INSTALLS	\$ 21.25	fibercc
316386	1/3/2023	G12829	COASTAL FARM &	WORK PANTS- CARTER P	\$ 252.35	shopcc
316387	1/3/2023	G12832	COASTAL FARM &	WORK BOOTS	\$ 165.37	shopcc
316390	1/3/2023	INV182587796	ZOOM VIDEO COMMUNICATIONS INC.	EXECUTIVE 1/3-2/2/2023	\$ 59.82	execc
316399	1/3/2023	O1915923150	UNITED STATES POSTAL SERVICE	PASSPORT ENVELOPES PREPAID	\$ 990.00	libcc
316491	1/3/2023	USS-221721	UNITED SITE SERVICES, INC	INTAKE PORTA POTTY RENTAL - 4 INVOICES - 8/22/22-12/21/22	\$ 305.71	wtpcc
316397	1/3/2023	WAANA146119	FASTENAL COMPANY	MAINTENANCE - OCL PROJECT	\$ 293.90	wwtpcc
316965	1/4/2023	262591	SCOTT RICHARDS INSURANCE, INC	CONTRACT OF EQUIPMENT INSURANCE RENEWAL	\$ 11,312.00	finance
316979	1/4/2023	262592	SCOTT RICHARDS INSURANCE, INC	BUSINESS AUTO - RENEW POLICY 1/1/23-1/1/24	\$ 55,694.00	finance
316470	1/4/2023	111-4984928-6101031	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 46.14	wwtpcc
316468	1/4/2023	112-5746171-2460264	AMAZON.COM SERVICES, INC	MAINTENANCE SUPPLIES	\$ 46.92	wwtpcc
316465	1/4/2023	122149	SUNLAND BARK & TOPSOILS	FOR 2"-6" QUARRY SPALLS FOR SHORING UP AN UNDERGROUND VAULT	\$ 13.06	pwfacc
316586	1/4/2023	16180492	PACIFIC POWER BATTERIES	BATTERIES	\$ 261.88	shopcc
316464	1/4/2023	220175	GREEN RIVER COMMUNITY COLLEGE	WETRC ANATOMY OF WATER ONLINE CLASS - CRISTIAN H	\$ 210.00	wtpcc
316467	1/4/2023	662 52 10 605	COSTCO WHOLESALE CORPORATION	TV	\$ 558.18	infosyscc
316587	1/4/2023	8561 52 25735	HOME DEPOT	CATEGORY 6 RAW NETWORK CABLE	\$ 211.77	infosyscc
316597	1/4/2023	960881	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 20.76	pwfacc
316563	1/4/2023	960928	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 19.19	wwtpcc
316581	1/4/2023	960932	BAYSHORE OFFICE PRODUCTS INC	BINDERS & PAPER CLIPS	\$ 27.95	fibercc
316585	1/4/2023	B121147	EKREM HARDWARE	GAS CAN- STREET DEPT	\$ 99.90	shopcc

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316395	1/4/2023	VP_LSWT4XK4	VISTAPRINT	BUSINESS CARDS; DET CORP MICHAEL AND CORP FARRELL	\$ 41.13	apdcc
317316	1/5/2023	0412	FIDALGO CLEANING	CLEANING	\$ 180.00	museum
317317	1/5/2023	0413	FIDALGO CLEANING	MHC CLEANING	\$ 120.00	museum
316955	1/5/2023	9330272362	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC CABLES, INDOOR/OUTDOOR	\$ 16,615.04	fiber
316975	1/5/2023	027929	UNITED PARCEL SERVICE, INC	PACKING MATERIALS FOR PUMPS TO WATSON-MARLOW	\$ 98.53	wtpcc
316456	1/5/2023	10642843738	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 893.33	infosyscc
316461	1/5/2023	10642889568	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316457	1/5/2023	10642889584	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316462	1/5/2023	10642889592	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316458	1/5/2023	10642889605	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 897.20	infosyscc
316459	1/5/2023	10642889613	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 905.92	infosyscc
316455	1/5/2023	10642919180	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316460	1/5/2023	10642919199	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316596	1/5/2023	111-5759748-1441042	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 7.58	wwtpcc
316594	1/5/2023	111-8019569-9967404	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 156.15	wwtpcc
316466	1/5/2023	112-5276657-7187418	AMAZON.COM SERVICES, INC	SENIOR CENTER SUPPLIES	\$ 20.66	parksccl
316592	1/5/2023	112-5449286-6489068	AMAZON.COM SERVICES, INC	SAFETY SUPPLIES	\$ 403.96	wwtpcc
316583	1/5/2023	114-5487968-7639419	AMAZON.COM SERVICES, INC	DOLLY	\$ 45.05	wtpcc
316591	1/5/2023	1196172	INTERNATIONAL SOCIETY OF	2023 ANNUAL MEMBERSHIP	\$ 210.00	parksccl
316578	1/5/2023	1350952	SHOWMECABLES	RACK ADAPTERS	\$ 192.45	fibercc
316974	1/5/2023	1Z8129Y84209629852	UNITED PARCEL SERVICE, INC	SHIPPING 2 PUMPS TO WATSON- MARLOW	\$ 426.89	wtpcc
316434	1/5/2023	300688779	KCDA PURCHASING COOPERATIVE	COPY PAPER FOR 2ND AND 3RD FLOORS	\$ 586.51	finance
316590	1/5/2023	4202875	FRONTIER BUILDING SUPPLY	CONCRETE MIX	\$ 16.89	shopcc
316595	1/5/2023	6560126570	ARAMARK	LAUNDRY SERVICES FOR WWTP	\$ 83.22	wwtpcc
316626	1/5/2023	6560128837	ARAMARK	OPS & PARKS LAUNDRY SERVICE	\$ 68.31	dshop
316625	1/5/2023	6560128838	ARAMARK	OPS: MAT CLEANING	\$ 77.12	dshop
316580	1/5/2023	662 6 249 21	COSTCO WHOLESALE CORPORATION	APD BREAKROOM SUPPLIES	\$ 65.98	apdcc
316589	1/5/2023	6WNYYSJKDJ	ESO SOLUTIONS, INC	ESO ACADEMY	\$ 1,099.00	afdcc

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316582	1/5/2023	757715550002	UNITED PARCEL SERVICE, INC	SHIPMENT - AIRFLOW TRANSMITTER 3072 FOR RECALIBRATION	\$ 42.81	wwtpcc
316724	1/5/2023	961044	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$ 20.52	museumcc
316718	1/5/2023	961053	BAYSHORE OFFICE PRODUCTS INC	WA PARK OFFICE SUPPLIES	\$ 15.49	parksccl
316723	1/5/2023	961162	BAYSHORE OFFICE PRODUCTS INC	PARKS OFFICE SUPPLIES	\$ 59.44	parksccl
316947	1/5/2023	B86488	SEBO'S DO-IT CENTER	SUPPLIES FOR TRESTLE DEMO	\$ 85.92	parksccl
316453	1/5/2023	XK75N49D5	DELL MARKETING LP	AUTOCAD WORKSTATION FOR ENGINEERING	\$ 2,923.42	infosyscc
316454	1/5/2023	XK75N7F86	DELL MARKETING LP	WORKSTATION FOR MELINDA SUIT IN FINANCE	\$ 1,729.89	infosyscc
316876	1/6/2023	001-285168	NAPA	PRIMARY WIRE ERR4001	\$ 91.39	dshop
317333	1/6/2023	17092 - 23	H W LOCHNER, INC	R AVENUE LONG-TERM IMPROVEMENT PROJECT - ENGINEERING - 12/10/22 - 01/06/23	\$ 58,605.42	pw1
317339	1/6/2023	20196139	MCKESSON MEDICAL-SURGICAL	ASSORTED CERVICAL COLLARS	\$ 313.60	medic
316572	1/6/2023	10642889576	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316574	1/6/2023	10642895175	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316575	1/6/2023	10642919105	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 905.92	infosyscc
316564	1/6/2023	10642919113	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316565	1/6/2023	10642919121	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316570	1/6/2023	10642919130	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316566	1/6/2023	10642919148	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316577	1/6/2023	10642919156	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316567	1/6/2023	10642919164	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 918.49	infosyscc
316568	1/6/2023	10642919172	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 867.76	infosyscc
316573	1/6/2023	10642919201	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 897.20	infosyscc
316569	1/6/2023	10642982188	DELL MARKETING LP	DELL OPTIPLEX MICRO	\$ 879.33	infosyscc
316576	1/6/2023	10643070505	DELL MARKETING LP	WIRELESS KEYBOARD AND MOUSE	\$ 1,044.20	infosyscc
316588	1/6/2023	111-8826409-9574601	AMAZON.COM SERVICES, INC	OFFICE SUPPLIES	\$ 48.90	libcc
316978	1/6/2023	114-1838765-9553816	AMAZON.COM SERVICES, INC	WRITING PADS	\$ 38.21	wtpcc
316701	1/6/2023	114-4563695-4205820	AMAZON.COM SERVICES, INC	CHAIR MATS X 2	\$ 427.00	wtpcc

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316584	1/6/2023	114-9038165-7442600	AMAZON.COM SERVICES, INC	PENS	\$ 29.88	wtpcc
316696	1/6/2023	1141038	WHISTLE WORKWEAR	UNIFORM	\$ 279.01	shopcc
316977	1/6/2023	226587744	SURETY PEST CONTROL	PLEASE DELETE - ENTERED AS 2022 DOC 317002	\$ 47.87	wtpcc
316579	1/6/2023	24-09557-05606	EBAY	FIBER STORAGE TRAY	\$ 397.07	fibercc
316706	1/6/2023	429661E2-0001	JOHN E REID & ASSOC INC	TRAINING FEE; THE REID TECHNIQUE - DILLS, MELTON AND PACKARD	\$ 1,890.00	apdcc
316976	1/6/2023	43863858782	EDGE ANALYTICAL, INC	PLEASE DELETE - ENTERED AS 2022 DOC 317000	\$ 3,054.33	wtpcc
316725	1/6/2023	4665	SIGND OG NW	SIGN	\$ 190.41	museumcc
316690	1/6/2023	5887	WEST MARINE PRODUCTS, INC	MARINE 29 PROTECTIVE COVER	\$ 72.90	afdcc
316719	1/6/2023	593 5 5 08898	SAFEWAY INC	FACILITY ITEM	\$ 47.30	shopcc
316721	1/6/2023	919542	FRONTIER BUILDING SUPPLY	CONCRETE	\$ 232.18	shopcc
316700	1/6/2023	960874	BAYSHORE OFFICE PRODUCTS INC	OFFICE USE ITEMS	\$ 695.43	pwfacc
316695	1/6/2023	9763307	LIFESTYLES HONDA	SNOW PLOW EQUIP#2002	\$ 1,479.20	shopcc
316688	1/6/2023	B86648	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 136.72	parksccl
316720	1/6/2023	B86649	SEBO'S DO-IT CENTER	PARKS MAINTENANCE SUPPLIES	\$ 16.31	parksccl
316710	1/6/2023	B86694	SEBO'S DO-IT CENTER	VACUUM FILTER, PAINT	\$ 73.91	afdcc
316609	1/6/2023	WAANA146190	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 160.86	dwwtp
316571	1/6/2023	XK75P8NW1	DELL MARKETING LP	WIRELESS KEYBOARD AND MOUSE	\$ 52.21	infosyscc
316960	1/7/2023	220435	LAKESIDE INDUSTRIES, INC.	EZ STREET ASPHALT	\$ 897.43	wdist
316703	1/7/2023	1/7/23	AEROPARKING	AIRPORT PARKING FOR EMS MANAGEMENT COURSE	\$ 106.81	afdcc
316704	1/7/2023	1/7/23	AEROPARKING	AIRPORT PARKING FOR EMS MANAGEMENT COURSE	\$ 16.94	afdcc
316693	1/7/2023	112-0941250-5053009	AMAZON.COM SERVICES, INC	EPSON SCANNER FOR MUSEUM	\$ 1,413.31	infosyscc
316707	1/7/2023	112-1283150-6889025	AMAZON.COM SERVICES, INC	TRUCK PARTS ERR2001	\$ 130.55	shopcc
316713	1/7/2023	1143771	WHISTLE WORKWEAR	PARKS STAFF RAIN GEAR	\$ 166.45	parksccl
316722	1/7/2023	23-68690	WASHINGTON PUBLIC TREASURER'S	WPTA MEMBERSHIP 2023 STEFFEN	\$ 50.00	financecc
316692	1/7/2023	G14334	COASTAL FARM &	UNIFORM PANTS	\$ 121.77	wdistcc
316691	1/7/2023	X62018/1	ACE HARDWARE	POWERSTRIPS FOR 29-1 DORMS	\$ 83.74	afdcc
316856	1/8/2023	0272322349362	ALASKA AIRLINES	AIR FARE FOR FIRE STATS CLASS	\$ 421.95	afdcc

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316712	1/8/2023	112-2208947-5473867	AMAZON.COM SERVICES, INC	DESK FOOT REST, CERTIFICATE FRAMES	\$ 48.62	legalcc
316711	1/8/2023	112-5659157-6656257	AMAZON.COM SERVICES, INC	CUBICLE HANGER HOOKS	\$ 9.78	legalcc
316689	1/8/2023	112-6222-643-0217830	AMAZON.COM SERVICES, INC	SHOVELS	\$ 217.10	shopcc
316705	1/8/2023	112-7772385-2489854	AMAZON.COM SERVICES, INC	SENIOR CENTER OFFICE SUPPLIES	\$ 7.06	parksccl
316702	1/8/2023	114-1838765-9553816	AMAZON.COM SERVICES, INC	BATTERIES, PADS	\$ 32.49	wtpcc
316714	1/8/2023	114-2231567-4198632	AMAZON.COM SERVICES, INC	WEBCAMS	\$ 184.21	infosyscc
316731	1/8/2023	E0600LPGKU	MICROSOFT CORPORATION	AZURE PAY-AS-YOU-GO 12/2-1/1/23	\$ 922.04	infosyscc
316708	1/8/2023	HA-MHY90H	US BANK	ACCOMMODATION FIRE STATS CLASS	\$ 1,255.18	afdcc
317001	1/9/2023	200000667101	PUGET SOUND ENERGY INC	LIBRARY 1220 10TH 12/8-1/7/23	\$ 3,623.69	publib
316966	1/9/2023	220022355618	PUGET SOUND ENERGY INC	500 T - TSUNAMI SIREN 12-8 TO 1-7-23	\$ 10.89	dwwtp
316983	1/9/2023	52328	KRIEG CONSTRUCTION, INC	ASPHALT DISPOSAL	\$ 107.15	dshop
316851	1/9/2023	010530	FLSMIDTH KREBS INC	TAX ON APEX TIPS X 24 IN DOC 316852	\$ 436.39	wtpcc
316852	1/9/2023	083543	FLSMIDTH KREBS INC	APEX TIPS X 24 (TAX SEPARATE CHARGE - DOC 316851)	\$ 5,191.56	wtpcc
316854	1/9/2023	111-2385112-6668227	AMAZON.COM SERVICES, INC	MULTITOOL & 2-WAY RADIOS	\$ 239.29	fibercc
316844	1/9/2023	111-6620484-7093850	AMAZON.COM SERVICES, INC	FLASH DRIVE	\$ 14.16	fibercc
316865	1/9/2023	112-9231544-0083431	AMAZON.COM SERVICES, INC	LEADERSHIP BOOKS	\$ 104.46	afdcc
316842	1/9/2023	114-4371669-3252210	AMAZON.COM SERVICES, INC	3-HOLE PUNCH - 29-3	\$ 30.45	afdcc
316850	1/9/2023	114-6257951-2708259	AMAZON.COM SERVICES, INC	FLOOR MAT	\$ 43.40	wtpcc
316847	1/9/2023	1164094	MASKC	KN95 MASKS FOR DF	\$ 55.49	libcc
316867	1/9/2023	22-40908	EDGE ANALYTICAL, INC	LAB TESTING - INFLUENT NITROGEN MONTHLY	\$ 63.91	wwtpcc
316868	1/9/2023	22-40988	EDGE ANALYTICAL, INC	LAB TESTING - SIDE STREAM NITROGEN MONTHLY	\$ 63.91	wwtpcc
316866	1/9/2023	22-41306	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT N02 & N03 WEEKLY	\$ 25.38	wwtpcc
316641	1/9/2023	23F0BA49-0001	OWL LABS, INC	TAX ON INVOICE INV-OL-146257	\$ 582.51	infosys

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
316849	1/9/2023	3116	US BANK	MAYOR AWARD OF MERIT	\$ 75.00	execc
316859	1/9/2023	3404	SEWERSHOP	HYDRO EXCAVATION NOZZLE	\$ 211.71	shopcc
316858	1/9/2023	41600464021	LES SCHWAB TIRE CENTERS	REPAIR FLAT ON 2911	\$ 48.95	afdcc
316860	1/9/2023	49300198	LOWE'S BUSINESS ACCOUNT/GEMB	BOOSTER STATION TRIM	\$ 65.19	wtpcc
316840	1/9/2023	A32741/1	ACE HARDWARE	FACILITIES, PAINT	\$ 35.84	shopcc
316855	1/9/2023	B87775	SEBO'S DO-IT CENTER	GRASS SEED	\$ 17.05	shopcc
316843	1/9/2023	B87950	SEBO'S DO-IT CENTER	CONDUIT FOR CUSTOMER INSTALL	\$ 5.32	fibercc
316839	1/9/2023	B87980	SEBO'S DO-IT CENTER	FACILITY USE ITEM	\$ 10.43	pwfacc
316853	1/9/2023	G15193	COASTAL FARM &	UNIFORMS / RAIN GEAR	\$ 369.85	fibercc
316864	1/9/2023	G15308	COASTAL FARM &	PARKS MAINTENANCE SUPPLIES	\$ 237.15	parksccl
316863	1/9/2023	G15403	COASTAL FARM &	WORK PANTS- BRETT S	\$ 81.58	shopcc
316857	1/9/2023	X62136/1	ACE HARDWARE	MURAL SUPPLIES	\$ 41.90	museumcc
316869	1/9/2023	ZJDBD12458	DBACKDROP	REC EVENT SUPPLIES	\$ 89.98	pkreccc
317084	1/10/2023	0001-285481	NAPA	RIVET TOOL SET	\$ 62.38	dshop
316882	1/10/2023	0001-285548	NAPA	AIR FILTER #203	\$ 57.59	dshop
317103	1/10/2023	20230030	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING DEC 2022	\$ 4,675.80	finance
317083	1/10/2023	229620	USA BLUE BOOK	SWIFTEST DISPENSER REFILLS X 25	\$ 1,711.57	dwtp
317101	1/10/2023	332882A	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 102.16	pwfac
317311	1/10/2023	44936Anac	CITY OF BURLINGTON	FIRE OFFICER 2 CLASS @ BURLINGTON FIRE	\$ 2,700.00	medic
317080	1/10/2023	50834451	UNIVAR USA INC	SODIUM HYDROXIDE	\$ 5,137.51	dwtp
317006	1/10/2023	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 1/19-2/18/23	\$ 140.52	finance
316871	1/10/2023	937414	LTI, INC.	DEICER ROAD SALT FOR STOCKPILE	\$ 19,048.65	dshop
317343	1/10/2023	AN 89737	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 17.52	medic
316870	1/10/2023	S136749	CORE & MAIN LP	WATER INVENTORY	\$ 4,704.46	wdist
316841	1/10/2023	112-1955663-7219440	AMAZON.COM SERVICES, INC	WORK GLOVES	\$ 48.41	shopcc
316848	1/10/2023	112-3583761-2838660	AMAZON.COM SERVICES, INC	UNIFORM BOOTS; CAPT FULLER	\$ 264.06	apdcc
316861	1/10/2023	114-1058289-1721801	AMAZON.COM SERVICES, INC	OPS: BREAKROOM SUPPLIES	\$ 25.56	shopcc
316845	1/10/2023	621254	EASYZONE ACQUISITION CORP	REGISTRATION FOR DNS MGMT	\$ 75.00	fibercc
316846	1/10/2023	621255	EASYZONE ACQUISITION CORP	DNS MGMT	\$ 15.18	fibercc
316862	1/10/2023	VP_LXG50CPH	VISTAPRINT	BUSINESS CARDS	\$ 43.51	pwfacc

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316984	1/11/2023	0266055	SIRENNET.COM	SPEAKER ERR2001	\$ 323.85	dshop
317088	1/11/2023	12P24297	MOTOR TRUCKS, INC	BRAKE KIT, SEAL #203	\$ 398.85	dshop
317310	1/11/2023	16146466	WASHINGTON STATE DEPARTMENT	LESO - SURPLUS PARTICIPATION FEE FOR 2023	\$ 600.00	apd
316888	1/11/2023	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 12/8/22-1/7/23	\$ 15.52	finance
316980	1/11/2023	263839	SCOTT RICHARDS INSURANCE, INC	CITY FINE ARTS & SCULPTURES INSURANCE 2023	\$ 1,620.00	finance
317330	1/11/2023	8498 30 017 0464628	COMCAST	WA PARK INTERNET 1/21-2/20/23	\$ 113.16	finance
316997	1/11/2023	9022312751	VERIZON WIRELESS - VSAT	VERIZON PRESERVATION REQUEST: APD 23-A00211	\$ 50.00	apd
317102	1/11/2023	HCA SFY 2020 Final	HEALTH CARE AUTHORITY, OFFICE ACCOUNTING SERVICE	HCA SFY 2020 FINAL SETTLEMENT	\$ 2,147.77	finance
317332	1/11/2023	IN1814213	MUNICIPAL EMERGENCY SERVICES	FLOW TESTS ON ALL SCBA INVENTORY	\$ 3,512.92	medic
317087	1/12/2023	0001-285709	NAPA	SWITCH #601	\$ 19.11	dshop
317085	1/12/2023	0001-285711	NAPA	AIR BRAKE HOSE	\$ 12.40	dshop
317086	1/12/2023	0001-285713	NAPA	BRAKE CLEANER	\$ 240.10	dshop
317306	1/12/2023	01/12/2023	SIGNATURE TREE SERVICE	HAZARD TREE REMOVAL	\$ 2,828.80	dshop
316878	1/12/2023	011223MAK	CERTIFIED HOME & COMMERCIAL	9029 MOLLY LANE INSPECTION	\$ 1,245.00	plan
317089	1/12/2023	0266078	SIRENNET.COM	LIGHTS VEH 2001	\$ 1,066.85	dshop
317081	1/12/2023	112463	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 71.62	dwtp
317302	1/12/2023	1161690-1	FERGUSON ENTERPRISES, INC	MAINTENANCE SUPPLIES - INCINERATOR	\$ 953.52	dwwtp
317091	1/12/2023	1979216	MILES SAND & GRAVEL CO.	1 1/4" X 1" CHIPS	\$ 232.62	wdist
317005	1/12/2023	259975	SIGNATURE FORMS, INC	W-2 FORMS AND ENVELOPES	\$ 145.94	finance
317373	1/12/2023	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 12/622 - 1/6/23	\$ 1,493.94	ap direct
317374	1/12/2023	300000290035	PUGET SOUND ENERGY INC	ALL MUSEUM VENUES 12/7-1/6/23	\$ 812.63	ap direct
317092	1/12/2023	300000300008	PUGET SOUND ENERGY INC	PUMP STATIONS - 12/7/2022-1/6/2023	\$ 4,344.69	dwwtp
317104	1/12/2023	300000305007	PUGET SOUND ENERGY INC	SKYLINE ST LIGHTS 12/3/22 - 1/3/23	\$ 460.11	dshop
317344	1/12/2023	7514	TCA ARCHITECTURE PLANNING INC	FIRE STATION PLANNING AND DESIGN SERVICES - DECEMBER 2022	\$ 4,988.75	medic
317090	1/12/2023	867626	HASA, INC	SODIUM HYPOCHLORITE	\$ 5,014.34	dwtp
317297	1/12/2023	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 12/13 - 1/11/23	\$ 298.70	medic



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 5.c.
2023

Agenda Item Title: Interlocal Agreement #22-238-PRK-006 with Skagit County for Partial Funding of the Tommy Thompson Trail Trestle Restoration Project

Staff Contact(s): JONN LUNSFORD

Approved for Submittal to Council by **Action Type**
TIFFANY MATSON Contract Award

Item Summary: City staff seeks approval to execute Interlocal Cooperative Agreement 22-238-PRK-006 with Skagit County, under which Skagit County will support the City's effort to restore the Thompson Trail Trestle with funding of up to \$10,000.00

Background: Skagit County supports the function of the trestle as an important recreational and non-motorized transportation community resource.

Key Terms:

- The County will financially contribute to the City's total actual costs for the project in an amount up to and not to exceed ten thousand dollars (\$10,000).
- The term of this Agreement will continue until the construction of the project has been completed by the City, or until December 31, 2026 (whichever occurs sooner).

Budget Impact:

Agency	Skagit County
Agreement Amount	\$10,000.00
BARS #	108.410.594.76.60
Budget Amendment Required?	No
Start Date	Agreement execution
End Date	Project completion or 12/31/2026

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperative Agreement 22-238-PRK-006 between the City of Anacortes and Skagit County.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 22-238-PRK-006

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

SKAGIT COUNTY

AND

THE CITY OF ANACORTES

THIS AGREEMENT (herein "Agreement") is made and entered into by and between the City of Anacortes, a Washington municipal corporation (herein "City"), and Skagit County, a political subdivision of the State of Washington (herein "County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT. The City and the County may be individually referred to herein as a "party", and may be collectively referred to herein as the "parties." In consideration of the following terms and conditions, the parties mutually agree as follows:

- 1 **Purpose:** The purpose of this Agreement is to provide partial funding for the City to construct repairs of the recently damaged Tommy Thompson Trestle in Anacortes (herein the "project"). Except as otherwise provided in this Agreement, the County has no involvement in the project, and the project is to be designed, permitted, constructed, implemented, used, maintained, and managed by the as a project of the City (and without involvement of the County), at the cost, expense, and liability of the City.

- 1.1 While the County has no formal involvement in the project (except as may be expressly provided by terms of this Agreement), the County does (in concept) generally support the goals and purposes of the project, which provides recreational trail use opportunities and non-motorized transportation for the benefit of residents of Skagit County and the general public, with a public benefit for the Skagit County community as a whole. As such, subject to the terms of this Agreement, and in recognition of the public benefit to be received by the overall Skagit County community as the result of this project, the County desires to financially contribute towards the actual costs incurred by the City related to the City's constructing the project. The County is willing to provide matching funds to the City for the such project costs incurred by the City, in a total amount up to and not to exceed ten thousand dollars (\$10,000), as further described per Section 4, below, pursuant to and subject to the terms of this Agreement. The City is to provide the County with proof of actual project expenses incurred by the City by providing the County copies of invoices paid by the City and/or other supporting documentation and may be reasonably requested by the County.

- 2 **Responsibilities:** The parties to this Agreement mutually agree as follows:

- 2.1 The County shall perform the following duties and obligations pursuant to the terms of this Agreement (upon and subject to the following conditions):

2.1.1 In accordance with and subject to Section 4. of this Agreement, the County shall contribute toward the City's actual cost of the construction of the City's project, in a total amount up to and not to exceed ten thousand dollars (\$10,000).

2.1.2 Except as may be expressly provided by the terms of this Agreement to the contrary, the County makes no representations or warranties of any kind or of any nature regarding the project, and the County disclaims any interest of involvement in this project. The project is not a County project. The parties agree that except as may be expressly provided by the terms of this Agreement to the contrary, that the County is not responsible or liable for the design, permitting, construction, implementation, use, and/or operation of the project in any way.

2.1.3 Unless specifically stated to the contrary in this Agreement, the County is not otherwise obligated to provide any funds, or perform or provide any other services, duties, or responsibilities pursuant to the terms of this Agreement.

2.2 The City shall perform the following duties and obligations pursuant to the terms of this Agreement upon and subject to the following conditions:

2.2.1 Except for the County's limited financial contribution to the City's total actual costs for the project in an amount up to and not to exceed ten thousand dollars (\$10,000), as provided per the terms of this Agreement, the City agrees that it shall be responsible and liable for the design, construction, permitting, implementation, use, maintenance, and/or operation of the project in accordance with the terms of this Agreement, and that the County is not responsible or liable for the design, construction, permitting, implementation, use, maintenance, and/or operation of the project. The City shall provide the County with proof of actual project expenses incurred by the City by providing the County copies of project invoices paid by the City and/or other supporting documentation and may be reasonably requested by the County, prior to or concurrent with any invoice(s) submitted by the City to the County, in accordance with Section 4., below.

3 **Term of Agreement:** The Agreement shall be effective on the date of mutual execution, and will continue until the construction of the project has been completed by the City, or until December 31, 2026 (whichever occurs sooner), unless otherwise terminated pursuant to the terms herein.

4 **Manner of Financing:** Upon completion of construction of the project by the City, the County shall pay the City a total amount up to and not to exceed ten thousand dollars (\$10,000) as matching funds for the actual costs incurred by the City for the City's construction of the project. Upon completion of the project, the City may invoice the County for a total amount up to and not to exceed ten thousand dollars (\$10,000), as more particularly described herein. Prior to or concurrent with the City submitting such invoice(s)

to the County, the City shall provide the County with proof of actual project expenses incurred by the City (in an amount of at least ten thousand dollars [\$10,000]), by providing the County copies of project invoices paid by the City and/or other supporting documentation and may be reasonably requested by the County. In accordance with the terms of this Agreement, the County will reimburse the City for such invoice(s) in the ordinary course of business. Except as provided herein, the City shall be otherwise responsible for funding the project.

- 5 **Administration:** The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement. In the event such representatives are changed, the party making the change shall notify the other party in writing.
 - 5.1 The County's representative shall be the Director of the Parks & Recreation Department, or his/her designee.
 - 5.2 The City's representative shall be the Anacortes Parks & Recreation Director, or his/her designee.
- 6 **Indemnification:** Except as specifically provided to the contrary herein, each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, employees, and/or volunteers, to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this Agreement except as expressly provided herein.
- 7 **Limitation of Liability:** Any third party having a claim against the City, however arising, shall have recourse only against the City, and shall have no recourse against the County, its appointed or elected officers, employees, volunteers or its/their assets or credits (subject to the terms of Section 6., herein).
- 8 **Treatment of Assets and Property:** No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, or used by the parties pursuant to this Agreement. The City shall be and remain solely and separately liable and responsible for the use, maintenance, design, permitting, construction, repair, replacement, and/or operation of the project and any of the City's other infrastructure and other facilities pursuant to this Agreement.
- 9 **Neutral Authorship:** Each of the terms and provisions of this Agreement have been reviewed and negotiated, and represents the combined work product of the parties hereto. No presumption or other rules of construction which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement. The parties represent that they have had a full and fair opportunity to seek legal advice with respect to the terms of this Agreement and have either done so, or have voluntarily chosen not to do so. The parties represent and warrant that they have fully read this Agreement, that they understand its meaning and effect, and that they enter into this Agreement with full knowledge of its terms. The parties have entered into this Agreement without duress or undue influence.

- 10 **Changes, Modifications, Amendments and Waivers:** The Agreement may be changed, modified, amended or waived only by subsequent written agreement duly executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.
- 11 **Severability:** In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.
- 12 **Venue and Choice of Law:** In the event that any litigation should arise concerning this Agreement, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the laws of the State of Washington.
- 13 **Use of Documents and Materials Produced:** Both parties shall have the right to use and distribute any and all documents, writings, programs, data, public records or other materials prepared by any party (and/or any party's contractors, consultants, and/or subcontractors), in connection with performance of this Agreement. Unless privileged or otherwise exempt from public disclosure, the parties recognize and agree that any documents and/or materials arising from and/or related to this Agreement may be subject to public disclosure pursuant to applicable law (including RCW 42.56).
- 14 **No Third Party Beneficiaries:** This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but not limited to, property owners and/or residents at or in the vicinity of the City's project, the general public, any other organization or entity, or any agent, contractor, subcontractor, consultant, volunteer, or other representative of either party.
- 15 **Compliance with Laws, Permits, and Terms of Grant(s):** The parties to this Agreement shall comply with all applicable federal, state, and local laws, rules, and regulations in carrying out the terms and conditions of this Agreement. As necessary, the City shall obtain and comply with all necessary permits and approvals from all applicable jurisdictions prior to commencing any work on the project related to this Agreement. The City shall also comply with all terms and conditions of all grant(s) related to the project, and the City shall be responsible and liable for compliance with all terms and conditions of any project permit(s), approval(s) and/or grant(s) obtained or procured by the City.
- 16 **Termination:** Either party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.
- 17 **Status of Agreement:** This Agreement is in addition to, and is not intended to replace, substitute, modify, or otherwise amend any other agreements by and between the parties. Any other agreements by and between the parties shall continue in full force and effect.

18 **Entire Agreement:** This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

CITY OF ANACORTES

Matthew Miller, Mayor

Date: _____

ATTEST:

Steven D. Hoglund, Clerk

APPROVED AS TO FORM:

Darcy Swetnam, Attorney

DATED this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON

Ron Wesen, Chair

Lisa Janicki, Commissioner

Peter Browning, Commissioner

Attest:

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator



Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 6.a.
2023

Agenda Item Title: Conditional Use Permit for Morrison Court Bed & Breakfast

Staff Contact(s): GRACE POLLARD

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

GRACE POLLARD

Closed Record Decision Hearing

DON MEASAMER

Item Summary: The property owner and resident of 2812 Morrison Court has applied for a Conditional Use Permit to operate a Bed and Breakfast from their residence. The Applicant is proposing the use of one (1) existing bedroom in the residence for the bed and breakfast use. The Applicant will remain residing on premises and will operate the bed and breakfast per Anacortes Municipal Code (AMC) standards 19.44.050(B). No change to the residence or site is proposed.

Previous Action: Planning Commission recommendation of approval with conditions.

Recommended Motion: I move that City Council approve the Conditional Use Permit for Morrison Court Bed and Breakfast with noted conditions.

Alternative Actions: To be determined by the Council.

Attachments (listed in order presented):

1. Exhibit 1 Staff Report
2. Exhibit 2 Site Plan
3. Exhibit 3 AMC 19.44.050 Overnight Lodging
4. Exhibit 4 AMC 19.36 Conditional Uses
5. Exhibit 5 Master Land Use Application
6. Exhibit 6 Conditional Use Permit Checklist
7. Exhibit 7 Notice of Application and Public Hearing
8. Exhibit 8 CORRECTED Notice of Application and Public Hearing
9. SIGNED Findings of Fact, Conclusions of Law, and Recommendation
10. DRAFT CUP-2022-0005 - CC Decision



Anacortes Planning, Community & Economic Development Department

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

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

STAFF REPORT

A. PROJECT SUMMARY DATA

PROJECT INFORMATION:

File Number	CUP-2022-0005	Date of Report	January 4, 2023
Project Title	Morrison Court Bed & Breakfast		
Project Address	2812 Morrison Court	APN(s)	P119482
Request	The property owner and resident of 2812 Morrison Court has applied for a Conditional Use Permit to operate a Bed and Breakfast from their residence. The Applicant is proposing the use of one (1) existing bedroom in the residence for the bed and breakfast use. The Applicant will remain residing on premises and will operate the bed and breakfast per Anacortes Municipal Code (AMC) standards 19.44.050(B) . No change to the residence or site is proposed.		
Background	The subject property was developed in 2003 with one (1) residential dwelling, an attached 2-car garage, surface parking, and open space. Per the submitted site plan (Exhibit 2) the subject property can accommodate required parking with existing improvements, two (2) spaces for use of the resident(s) within existing garage, and two (2) spaces for use of the bed and breakfast guest(s) on a gravel parking area.		
Property Owner(s)	Ellen Baglien / Wayne Sabo		
Applicant	Ellen Baglien, 2812 Morrison Court, Anacortes, WA 98221		
Application Date	October 28, 2022	Complete Application Date	November 11, 2022
PC Public Hearing Date	December 14, 2022, and January 11, 2023 (action)	CC Closed Record Decision Hearing Date	January 23, 2023
Comprehensive Plan Designation	Residential Low Density	Zoning	Residential Low Density 2 (R2)
Water Supply	City	Sewer Supply	City

STAFF RECOMMENDATION: Approve, with conditions

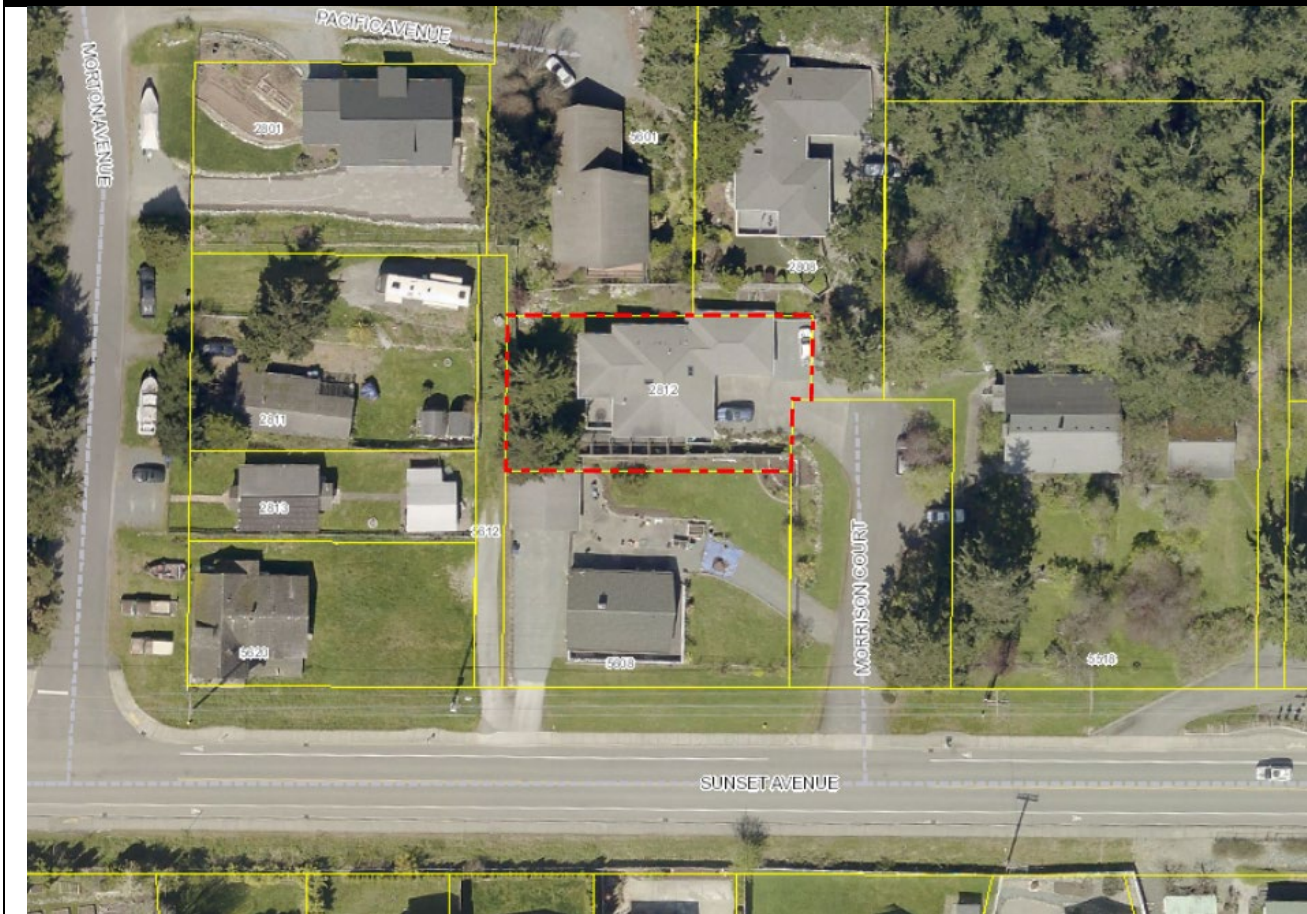
CITY STAFF CONTACTS:

Name:	Title:	Phone:	E-mail:
Grace Pollard	Senior Planner	360-588-8231	gracep@cityofanacortes.org

Exhibit 1: CUP-2022-0005 Staff Report

Page 1 of 5

PROJECT LOCATION & SURROUNDING AREA



SITE & SURROUNDING USES:

	Comprehensive Plan	Zoning	Land Use
North	Residential Low Density 2	R2	Single Family Residential
East	Residential Low Density 2	R2	Single Family Residential
South	Residential Low Density 2	R2	Single Family Residential
West	Residential Low Density 2	R2	Single Family Residential

B. PROCEDURAL

1. **Type of Review.** The proposed use is considered "Overnight Lodging" per AMC 19.44.050(B) and can be permitted with a conditional use permit (CUP) per AMC Table 19.41.040.

The application for a CUP is a Type 4 review process, requiring a preapplication meeting with city staff, a preapplication neighborhood meeting, a 21-day public comment period, a public hearing before Planning Commission, and a closed record decision hearing before City Council.

2. **Project history.** The mandatory preapplication meeting was held on September 13, 2022, with the mandatory neighborhood meeting being held on October 10, 2022. The application for a conditional use permit was submitted on October 28, 2022 and determined to be complete on November 11, 2022.

Exhibit 1: CUP-2022-0005 Staff Report
Page 2 of 5

3. **Public notice and reviewing departments/agencies.** A joint notice of application and public hearing with an incorrect 14-day public comment period was published in the Anacortes American, posted on the City website/City Hall/City Library, posted on the subject site, and mailed to property owners within 300 ft. on November 30, 2022. A correction notice addressing the required length of the public comment period to 21-days and updating the public hearing dates was issued on December 7, 2022.

The project application was routed for review to applicable agencies and City departments. No comments of concern were received by agencies or City departments.

4. **Consideration of written comments and applicant responses.** The revised joint notice of application and public hearing issued on December 7, 2022 corrected the public comment period to end on December 21, 2022. No written comments were received during the public comment period.
5. **Environmental review.** The proposed development is exempt from SEPA pursuant to WAC 197-11-800 and AMC 18.04.120.
6. **Public Hearing.** A pre-decision open record public hearing before the Planning Commission was held on December 14, 2022, at 6:00 PM with a continuation of the public hearing with Planning Commission scheduled for January 11, 2023, and the City Council Closed Record Decision Hearing scheduled for January 23, 2023, at 6:00 PM.

C. DEPARTMENT REVIEW – Findings of Fact

1. **AMC 19.44.050(B) – BED & BREAKFAST OVERNIGHT LODGING REQUIREMENTS.**

1.1. ***The owner must be the operator of the facility and must reside on the premises.***

Staff Comments: Applicant has affirmed to residing on premises and will be operating the facility themselves.

1.2. ***The owner's quarters and guest rooms must all be in the main building.***

Staff Comments: No change to the existing structure is proposed; all uses will remain in the main building.

1.3. ***If located in a residential zone, the facility must be operated in such a manner as not to give the outward appearance of a business in the ordinary meaning of the term.***

Staff Comments: Subject property is in a residential zone. No changes to the structure or site are proposed, including signage. Facility will not give the outward appearance of a business.

1.4. ***The use must provide off-street parking, including parking for the primary residence per AMC Chapter 19.64 in addition to one parking space per guest room.***

Staff Comments: Per AMC 19.62 two (2) off-street parking spaces are required for the use of the main residence and one (1) additional space is required for the one (1) bed & breakfast bedroom. A minimum of three (3) parking spaces are required on-site, the applicant's site plan shows four (4) parking spaces can easily be accommodated on-site.

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

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

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

Staff Comments: Bed and Breakfasts are subject to the use requirement in AMC 19.44.050(B) and have been addressed in Section C.1; as proposed, the use would conform to the applicable standards.

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

Staff Comments: The site is accessed via Morrison Court by way of Sunset Avenue, both roads have been improved. No more traffic than that which is associated with a residential use is expected. No comments of concern were received from city departments.

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

Staff Comments: Existing off-street parking is shown to be adequate and will meet minimum code requirements for the use. Loading facilities are not required.

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

Staff Comments: Per AMC 19.44.050(B) the definition of a “bed and breakfast” is a single-family residential unit which provides transient lodging... (Exhibit 3) As the use of the property will continue to be a single-family residential unit and no changes are proposed to the building or site all existing open space will remain and conform to prior permit approval. The operation of a bed and breakfast is not considered an incompatible use and thus buffering is not required.

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

Staff Comments: Lighting shall not be more than what is expected with a single-family residence.

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

Staff Comments: A bed & breakfast is a 24-hour use just like any residential use. The applicant has stated approximate check-in and check-out times of 2pm and 11am. Per [AMC 19.69.020](#), the use must not exceed the noise levels established by the state pursuant to Chapter 70.107 RCW, and contained in Chapter 173-60 Washington Administrative Code (WAC).

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

Staff Comments: Service increase beyond that of a single-family residence is not expected. Existing services can provide adequate public facilities and utilities.

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

Staff Comments: No changes to the site are needed or proposed. The site, developed with a single-family residence, is suitable for the proposed use.

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

Staff Comments: No other relevant factors have been identified.

D. CONCLUSIONS

1. The proposed development was processed consistent with AMC Table 19.20.030-1 for Type 4, City Council review.
2. The proposed development has been reviewed for consistency with the criteria outlined in AMC 19.36 Conditional Use Permits.
3. The proposed development has been reviewed for consistency with the requirements outlined in AMC 19.44.050(B) Bed and Breakfast.
4. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C). No written comments were received.

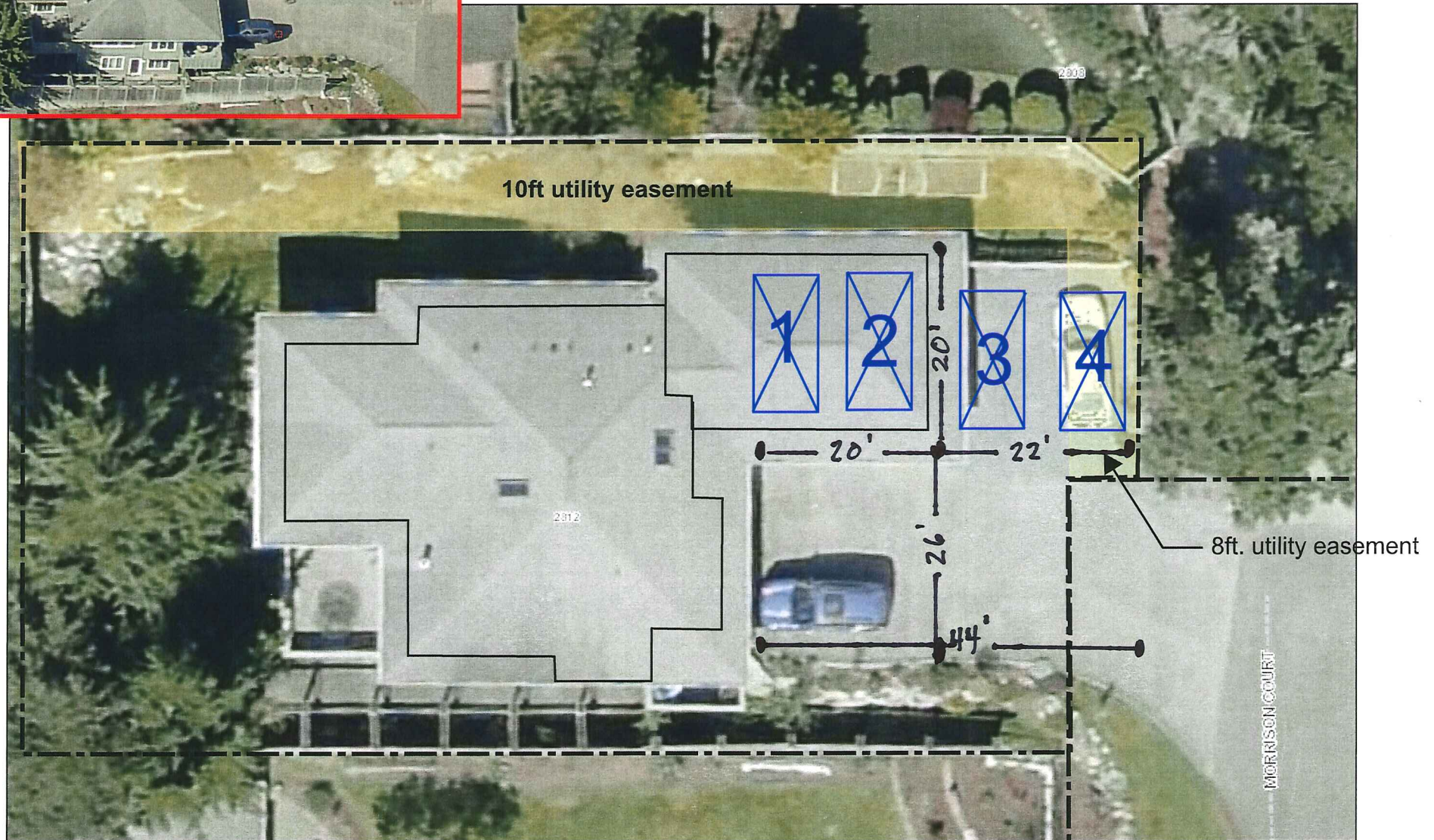
E. RECOMMENDATION

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

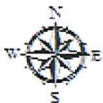
1. The site plan stamped "APPROVED" on January 4, 2023, shall be the approved site layout.
2. The applicant must obtain a City of Anacortes business license prior to operating the bed and breakfast use.

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

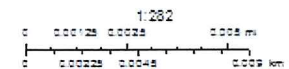
Site Plan
2012 Morrison Ct.



October 26, 2022



2812 Morrison Court



City of Anacortes
Planning APPROVED

Grace Pollard

01/04/2023

Exhibit 2: Site Plan

Page 1 of 1
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19.44.050 Overnight lodging.

A. Overnight Lodging Category. Accommodations arranged for short-term stays (less than 30 days). Overnight lodging includes, but is not limited to:

1. Bed and breakfast.
2. Hotel/motel.
3. Youth hostel.

B. Bed and Breakfast.

- 1. Definition. A single-family residential unit which provides transient lodging, for compensation, by renting up to six sleeping room accommodations.**
- 2. Purpose. This section is intended to ensure parking, impact on surrounding neighbors, health and safety, and other considerations limit any adverse impacts of bed and breakfasts on the surrounding neighborhood.**
- 3. Requirements.**
 - a. The owner must be the operator of the facility and must reside on the premises.**
 - b. The owner's quarters and guest rooms must all be in the main building.**
 - c. If located in a residential zone, the facility must be operated in such a manner as not to give the outward appearance of a business in the ordinary meaning of the term.**
 - d. The use must provide off-street parking, including parking for the primary residence per AMC Chapter 19.64 in addition to one parking space per guest room.**

C. Hotel/Motel.

1. Definition. A building or portion thereof designed or used for short-term rental of units for sleeping purposes, with or without cooking facilities, and which may include related accessory uses such as shared dining facilities, recreation facilities, and meeting facilities.

D. Hostel.

1. Definition. Relatively affordable overnight lodging with shared dormitory-style facilities. (Ord. 3040 § 2 (Att. A), 2019)

19.36 CONDITIONAL USES

19.36.010 Purpose.

Some uses in some zones are permitted subject to a conditional use permit because of their unusual characteristics, or special characteristics of the area in which they are to be located, so that they may be properly located with respect to the objectives of this title and their effect on surrounding properties. (Ord. 2992 § 1 (Att. A), 2016)

19.36.020 Applicability.

The provisions of this chapter apply to all conditional uses. (Ord. 2992 § 1 (Att. A), 2016)

19.36.030 Application requirements.

A conditional use requires a permit. An application must be submitted on forms provided by the department, and must demonstrate compliance with the conditional use criteria described in this chapter. (Ord. 2992 § 1 (Att. A), 2016)

19.36.040 Criteria.

A. In order to grant a conditional use permit, the decision maker must find that the use would be consistent with the following criteria:

1. The use would comply with any specific requirements for the conditional use specified elsewhere in this code;
2. Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;
3. Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;
4. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;
5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;
6. Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;
7. Public facilities and utilities are capable of adequately serving the proposed use;
8. The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;
9. Any other factors deemed relevant to the decision-maker. (Ord. 2992 § 1 (Att. A), 2016)

19.36.050 Conditions authorized.

A. In permitting a conditional use, the decision-maker may impose, in addition to regulations and standards expressly specified in this code, other conditions necessary to ensure compatibility with the conditional use criteria.

B. These conditions may include, but are not limited to:

1. Requirements increasing the required lot size or yard dimensions;
2. Increasing street widths, controlling the location and number of vehicular access points to the property;
3. Increasing the number of off-street parking or loading spaces required;
4. Limiting the coverage or height of buildings or structures or requiring screening and landscaping where necessary to reduce noise and glare and maintain the property in a character keeping with the surrounding area; and
5. Requirements under which any future enlargement or alteration of the use must be reviewed by the city and new conditions imposed. (Ord. 2992 § 1 (Att. A), 2016)



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

MASTER LAND USE PERMIT APPLICATION

TYPE OF APPLICATION (check all that apply):		
☐ Binding Site Plan (Preliminary)** ☐ Boundary Line Adjustment (BLA)** ☐ BLA: Lot Consolidation** ☒ Conditional Use Permit (CUP) ** ☐ Critical Areas Exemption** ☐ Critical Areas Permitted Alteration** ☐ Critical Areas Reasonable Use Exception/Variance** ☐ Cottage Housing Development**	☐ Eligible Facility Request** ☐ Essential Public Facility ☐ Home Occupation Permit** ☐ Long Subdivision (Preliminary)** ☐ Plat Amendment /Modification ☐ SEPA Environmental Review** ☐ Shoreline Conditional Use Permit** ☐ Shoreline Exemption** ☐ Shoreline Substantial Development Permit**	☐ Shoreline Variance** ☐ Short Plat (Preliminary)** ☐ Site Plan Review ** ☐ Site-Specific Rezone Authorized by the Comprehensive Plan ☐ Stormwater Management Manual Adjustments & Exceptions ☐ Variance ** ☐ Wireless Conditional Use Permit (WCUP)** ☐ Wireless Service Facility (WSF) Permit**
**Permit type has supplemental checklist that must be submitted with Master Land Use Permit Application		
PROJECT & SITE INFORMATION:		
SITE ADDRESS: 2812 Morrison Ct.		PROJECT NAME: Bed and Breakfast
PARCEL NUMBER(S): P119482/3816-015-005-0200		SECTION, TOWNSHIP, & RANGE
LOT SQUARE FOOTAGE & ACREAGE: See attach		PROJECT VALUATION: N/A
LEGAL DESCRIPTION: see "Exhibit A" (attached)		PRESENT ZONING: R2
PRESENT USE OF PROPERTY: Single family residence		CUT & FILL (CY) PROPOSED: N/A
PRE-APPLICATION CONFERENCE HELD?: ☐ Yes, the City file # is _____ ☐ No		WATER SOURCE: ☒ City of Anacortes ☐ Private Well ☐ Community Well

SEWAGE DISPOSAL: ☒ City of Anacortes ☐ Septic	ROAD ACCESS: ☒ City Road ☐ State Highway ☐ Private Road
CRITICAL AREAS OR BUFFERS ON SITE OR WITHIN 300 FEET: ☐ Yes* ☒ No ☐ Unknown <i>*If yes, please complete the Critical Area Identification Form</i>	SHORELINES WITHIN 200 FEET: ☐ Yes / Name: _____ ☒ No
FLOODPLAIN: Flood Zone: <u>N/A</u> FIRM Panel # _____ Date of Panel: _____	
LOT COVERAGE AREA CALCULATIONS: Existing Square Footage: <u>N/A</u> Proposed Square Footage: <u>N/A</u>	
IMPERVIOUS SURFACE AREA CALCULATIONS: Existing Impervious Square Footage: <u>N/A</u> New Impervious Surface: <u>N/A</u>	
DESCRIPTION OF SUBJECT PROPOSAL: ☐ Additional pages attached	
PROPOSED WORK: <u>Single family owner occupied home to provide transient lodging by renting one sleeping room accomodation. No proposed work.</u> _____ _____ _____ _____	
PROPERTY OWNER INFORMATION: ☐ Multiple owners attached	
NAME: <u>Ellen Baglien / Wayne Sabo</u>	MAILING ADDRESS: <u>2012 Morrison Ct. Anacortes, WA 98221</u>
CITY, STATE, ZIP: <u>Anacortes, WA 98221</u>	PHONE #: <u>206-841-1786</u>
FAX #: <u>N/A</u>	EMAIL ADDRESS: <u>ebaglien@gmail.com</u>
APPLICANT INFORMATION: ☐ Same as property owner	
NAME: <u>Ellen Baglien</u>	MAILING ADDRESS: <u>same</u>
CITY, STATE, ZIP: <u>same</u>	PHONE #: <u>same</u>
FAX #: <u>N/A</u>	EMAIL ADDRESS: <u>same</u>
CONTACT PERSON: ☐ Same as property owner ☐ Same as applicant	
NAME: <u>Ellen Baglien</u>	MAILING ADDRESS: <u>same</u>
CITY, STATE, ZIP: _____	PHONE #: <u>206-841-1786</u>
FAX #: <u>n/a</u> Overnight lodging	EMAIL ADDRESS: <u>ebaglien@gmail.com</u>

ACKNOWLEDGEMENTS & SIGNATURE

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

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

Signature required on next page.

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

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

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

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

Property Owner Signature:

Ellen Baglien

Printed Name:

Ellen Baglien

Date:

10/20/22

Authorized Agent Signature*:

Printed Name:

Date:

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

EXHIBIT "A"
Legal Description

READ AND CONTENT APPROVED:
X Wayne Clifton Lato
X EW Bag

For APN/Parcel ID(s): P119482 / 3816-015-005-0200

All of Lots 4 and 5, and those portions of Lot 3 and the West 8 feet of the vacated 2nd Street (Morrison Court), all in Block 15, FIRST PLAT OF SHIP HARBOR, according to the plat thereof recorded in Volume 1 of Plats, page 13, records of Skagit County, Washington, more particularly described as follows:

Beginning at the Southwest corner of said Lot 5;
Thence North 02°08'53" East along the West line of said Lots 3, 4, and 5, 70.00 feet;
Thence South 88°38'23" East, 128.33 feet;
Thence South 02°08'12" West, 39.07 feet;
Thence North 88°32'54" West, 8.00 feet to the Northeast corner of said Lot 5;
Thence South 02°08'12" West, along the East line of said Lot 5, 30.93 feet to its Southeast corner;
Thence North 88°38'23" West, along the South line of said Lot 5, 120.35 feet to the point of beginning.

(Also known as Tract "C" of Survey recorded under Auditor's File No. 200808050162 and revised under Auditor's File No. 200210280077)

Situated in Skagit County, Washington.



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

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

Office Location: 904 6th Street, Anacortes WA 98821

Phone: (360) 299-1984

CONDITIONAL USE PERMIT

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

SUBMITTAL REQUIREMENT DETAILS

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

- a. **MASTER PERMIT APPLICATION:** Form attached. Use this form to indicate all requested land use permits and other key information about your proposed project.
- b. **AGENT AUTHORIZATION FORM.** Use this form to authorize someone other than the property owner to apply for permits.
- c. **CRITICAL AREAS IDENTIFICATION FORM.** Use this form to determine and/or identify if critical areas or critical area buffers are located on or within 300 ft. of the development area. If critical areas are determined to be present, a Critical Area Permit may be required.
- d. **PROJECT NARRATIVE:** Form attached. This document contains a list of elements to be included in your project narrative to help provide a clear and concise description of your proposal for those reviewing it.
- e. **RESPONSES TO CONDITIONAL USE PERMIT CRITERIA:** In order for the decision-maker to grant a conditional use permit, there must be a finding that the use would be consistent with the criteria in AMC 19.36.040. As the applicant, it is your responsibility to clearly demonstrate how each criteria is met.
- f. **STORMWATER SITE PLAN:** The Stormwater Site Plan is the comprehensive report containing all of the technical information and analysis necessary for regulatory agencies to evaluate your project for compliance with stormwater requirements. The level of stormwater review and contents of the Stormwater Site Plan will vary with the type and size of the project, and individual site characteristics. Use Form CG-3 to determine the level of stormwater review and then complete the applicable Stormwater Minimum Requirements Form on the [Public Works - Engineering Department Forms website](#) and provide required submittal items/plans.
- g. **SITE & LANDSCAPE PLANS:** These plans are needed so that your proposal can be reviewed for conformance with the applicable zoning and land use, community design, and project design provisions of the development regulations contained in AMC Title 19 Unified Development Code. (Use the site plan checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms)
- h. **CLEARING & GRADING PLANS:** Checklist is located in the [Clearing/Grading Permit application packet](#). These plans are needed so that your proposal can be reviewed for conformance with AMC 19.78 Clearing and Grading.
- i. **BUILDING ELEVATION DRAWINGS:** Checklist attached. These plans are needed so that your proposal can be reviewed for conformance with the applicable project and building design provisions in AMC Title 19 Unified Development Code. (Use the building elevations checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms).
- j. **SEPA CHECKLIST:** Unless a project is categorically exempt, an environmental checklist is required to be completed and submitted.

- k. **TRANSPORTATION CONCURRENCY REVIEW FORM:** This form is used to collect information for the City's travel demand model, which is used to determine a project's impacts on the transportation system. Under GMA, the City must prohibit development approval if the development would cause the level of service on a locally owned transportation facility to decline below the standards adopted in the transportation element of the comprehensive plan, unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development. AMC 19.22 Concurrency contains the review criteria.
- l. **SUBDIVISION GUARANTEE:** A document prepared by a title insurance company documenting the ownership and title of all interested parties in the development and that lists all encumbrances. This document is needed to verify property ownership and to identify any encumbrances that are recorded to the property's title. Copies of all the encumbrances listed within the certificate or report must be provided. The certificate or report must be dated within 30 days prior to the submittal of a permit to the City.
- m. **RECORDED PROPERTY BOUNDARY SURVEY:** A recorded survey is required to define the limits of the property subject to the application. All property corners must be staked/marked and visible.
- n. **DIGITAL COPY OF ALL APPLICATION DOCUMENTS:** PDF format files for all submittal items, named as they appear on the submittal checklist, must be provided on a flash drive or emailed to pced@CityofAnacortes.org.

TECHNICAL REPORTS

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

- A. **CRITICAL AREAS REPORTS:** In general, Critical Area reports are required when wetlands, streams, habitat conservation areas, geologically hazardous areas, shorelines, or aquifer recharge areas are located on or near a site. Critical area mitigation plans may also be required, depending on the project proposal. See Anacortes Municipal Code Ch. 19.70 for additional information.
- B. **PARKING STUDY:** A parking study may be required to determine the parking requirements for a specific use, adjusting minimum and maximum quantitative parking requirements, determining times of peak demand, and determining impacts to on-street parking in the vicinity of a proposed development. See AMC 19.64.020 for more info.
- C. **CULTURAL RESOURCES REPORT:** For more information on cultural resource surveys contact the Washington Department of Archaeology and Historic Preservation (<http://www.dahp.wa.gov>)
- D. **OTHER TECHNICAL REPORTS MAY BE REQUIRED TO DETERMINE /ENSURE CONFORMANCE WITH CUP CRITERIA.**

PROJECT NARRATIVE REQUIREMENTS

GENERAL INFORMATION	
This form is intended to assist applicants in creating complete project narrative for site plan and building design review. Please fill in each space with the requested information.	
PROJECT DESCRIPTION – Required for all project types	
A. If a neighborhood meeting was held, provide the date held, general items of discussion at the meeting, and how the project proposal has been modified since the meeting, if applicable.	10/18/22 Informational meeting with neighbors to inform them of proposed Bed and Breakfast
B. Proposed use of the Site per AMC Table 19.41.040 or 19.41.050 and any special use provisions that apply. (see AMC 19.43 – 19.48)	N/A
C. Current use of the Site. Date of construction for any existing structures on site, and whether they are to be removed or retained.	Personal residence
D. Description of the site's physical characteristics, including special site features (such as wetlands, water bodies, steep slopes, or other critical areas).	N/A
E. Current uses and special site features of surrounding properties.	N/A
F. Description of general design techniques you considered to implement low impact development (see AMC 19.76.050(A) and (B)) in the design of your project site and proposed stormwater facilities necessary for compliance with AMC 19.76 Stormwater.	N/A
G. Description of the proposed form and intensity of the proposed development (height, setbacks, lot coverage, etc.). (See AMC 19.42.)	N/A
H. Identification of the site's block frontage designation(s) and description of project conformance. (see AMC 19.61)	N/A
I. Description of the proposed building design, including a description of conformance with building massing and articulation, building details, building materials, and blank wall treatment requirements. (See AMC 19.63). Note: If you are proposing any departures, you must attach the applicable form.	N/A

J.	Description of proposed parking for vehicles and bicycles, including provisions for guests, shared parking. (see AMC 19.65)
	Two available guest parking spaces located in gravel area at northeast corner of property. See attached site plan.
K.	Describe existing and proposed site access from public streets and any proposed street and/or pedestrian improvements.
	Property access off Morrison Court
L.	Estimated quantities and type of materials involved if any fill or excavation is proposed.
	N/A
M.	Number, type, and size of trees to be removed.
	0
N.	Description of existing site utilities and proposed utilities, including extensions, upgrades, relocations, etc. (see AMC 19.52 Underground Utilities).
	N/A
O.	Explanation of any land to be dedicated to the City.
	N/A

CONDITIONAL USE PERMIT CRITERIA

GENERAL INFORMATION	
The following section is intended to help you provide information about your project's compliance with the CUP criteria. Please fill in each space with responses that demonstrate how your proposal complies with all each criteria found in AMC 19.36.040.	
P.	How will the proposed conditional use comply with any specific requirements for the use found elsewhere in Title 19 Development Regulations?
N/A	
Q.	Describe how access to the site is appropriate considering the anticipated volume of traffic resulting from the use.
I do not anticipate more than one vehicle entering or exiting property in any 24 hour period.	
R.	Describe how off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use.
N/A	
S.	Describe the location and intensity of outdoor lighting and how casting of light on adjacent, adjoining, or neighboring properties will be avoided.
All existing lighting conforms with Anacortes city residential code.	
T.	Describe the hours and manner of operation of the proposed use, including anticipated noise generation, and how these will not be inconsistent with adjacent or nearby uses.
I anticipate guest check-in approximately 3pm, check-out 11 a.m. I do not anticipate excessive noise from guests.	

U. Describe existing or proposed public facilities that will serve the use and whether they are adequate to serve the proposed use.

N/A

V. Describe the physical conditions of the site, including size, shape, topography, and drainage and their suitability for the proposed development.

N/A

W. Describe any other factors deemed relevant to the decision-maker.

I expect little to no impact on the neighborhood. I will be permanently on site to welcome guests and attend to them. It is in my best interest as well as the interest of my neighbors to ensure that my guests are respectful of both my home and that of my neighbors.



NOTICE OF APPLICATION

including written comment period and
Public Hearing

SCAN HERE TO VIEW
Application Materials:



File Number: CUP-2022-0005

Property Owner: Ellen Baglien and Wayne Sabo

Applicant: Ellen Baglien

Date of Application: October 28, 2022

Date of Completeness: November 10, 2022

Date of Notice: November 30, 2022

Project Location: 2812 Morrison Court, Anacortes, WA

NOTICE IS HEREBY GIVEN THAT AN APPLICATION WAS MADE FOR THE FOLLOWING PROPOSAL:

The property owner and resident of 2812 Morrison Court has applied for a Conditional Use Permit to operate a Bed and Breakfast from their residence. The Applicant is proposing the use of one (1) existing bedroom in the residence for the bed and breakfast use. The Applicant will remain residing on premises and will operate the bed and breakfast per Anacortes Municipal Code (AMC) standards which can be found online at [anacortes.municipal.codes/AMC/19.44.050\(B\)](http://anacortes.municipal.codes/AMC/19.44.050(B)).

Required Project Permits/Approvals: The following may be required in addition to the above: City of Anacortes Business License, Fire Department inspection.

SEPA Review: The proposal is exempt from SEPA review.

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Written comments on the proposal must be submitted before **5:00pm on December 14, 2022**, but verbal comments will be accepted until the close of the Open-Record Public Hearing.

Public Hearing: Planning Commission Pre-Decision Open-Record Public Hearing – 904 6th Street, Council Chambers – **Wednesday, December 14, 2022, at 6:00 PM**
City Council Closed-Record Decision Hearing – 904 6th Street, Council Chambers – **Tuesday, December 27, 2022, at 6:00 PM**

- Virtual meeting participation instructions and connection information can be viewed here: anacorteswa.gov/700. Meeting attendance options will be posted on the applicable agenda published the week before the meeting. Hearings will be conducted in accordance with the rules of procedure adopted by the hearing body.
- Members of the public who require special assistance to participate in or access the public hearing may contact the [City Clerk](mailto:CityClerk@cityofanacortes.org) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

ANY PERSON HAS THE RIGHT TO RECEIVE NOTICE, PARTICIPATE IN ANY HEARINGS, REQUEST A COPY OF THE FINAL DECISION AND APPEAL THE DECISION AS PROVIDED BY LAW.

Document Availability: Application documents may also be reviewed at anacorteswa.gov/161 by clicking “***View Current Projects***” and selecting the project file number.

Appeals: Any party with standing may appeal the decision, once made, within 14 calendar days after written notice of the decision is mailed, per the provisions in AMC 19.20.180, *Appeals*.

For Project Information: Grace Pollard, Senior Planner; 360-299-1984, gracep@cityofanacortes.org; City of Anacortes Department of Planning, Community, & Economic Development, P.O. Box 547, Anacortes, WA 98221

ADVERTISING PROOF



STANWOOD CAMANO NEWS

1215 Anderson Rd,
Mount Vernon, WA 98274
Ph. Fax: (907) 452-5054

BILLING DATE:	ACCOUNT NO:
11/22/22	45993



NOTICE OF APPLICATION including written comment period and Public Hearing

CITY OF ANACORTES
PO BOX 547
ANACORTES, WA 98221

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
307832	NOTICE OF APPLICATIO	11/30/22	11/30/22	2	\$178.64

File Number:
CUP-2022-0005

Property Owner: Ellen
Baglien and Wayne Sabo

Applicant: Ellen Baglien

Date of Application:
October 28, 2022

Date of Completeness:
November 10, 2022

Date of Notice:
November 30, 2022

Project Location:
2812 Morrison Court,
Anacortes, WA

NOTICE IS HEREBY GIV- EN THAT AN APPLICA- TION WAS MADE FOR THE FOLLOWING PRO- POSAL:

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Required Project Permits/Approvals: The following may be required in addition to the above: City of Anacortes Business License, Fire Department inspection.

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
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Discount: \$0.00
Surcharge: \$0.00
Credits: \$0.00

Gross: \$178.64
Paid Amount: \$0.00

Amount Due: \$178.64

We Appreciate Your Business!

AD# 307832

SEPA Review: The proposal is exempt from SEPA review.

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Written comments on the proposal must be submitted before 5:00pm on December 14, 2022, but verbal comments will be accepted until the close of the Open-Record Public Hearing.

Public Hearing: Planning Commission Pre-Decision Open-Record Public Hearing – 904 6th Street, Council Chambers – Wednesday, December 14, 2022, at 6:00 PM
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**SCAN HERE TO VIEW
Application Materials:**



Ø Virtual meeting participation instructions and connection information can be viewed here: anacorteswa.gov/700. Meeting attendance options will be posted on the applicable agenda published the week before the meeting. Hearings will be conducted in accordance with the rules of procedure adopted by the hearing body.

Ø Members of the public who require special assistance to participate in or access the public hearing may contact the City Clerk 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

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Document Availability: Application documents may also be reviewed at

anacorteswa.gov/161 by clicking “View Current Projects” and selecting the project file number.

Appeals: Any party with standing may appeal the decision, once made, within 14 calendar days after written notice of the decision is mailed, per the provisions in AMC 19.20.180, Appeals. For Project Information: Grace Pollard, Senior Planner; 360-299-1984, gracep@cityofanacortes.org; City of Anacortes Department of Planning, Community, & Economic Development, P.O. Box 547, Anacortes, WA 98221

**Published
November 30, 2022
AA-307832**



CORRECTION

NOTICE OF APPLICATION including written comment period and Public Hearing

SCAN HERE TO VIEW
Application Materials:



File Number: CUP-2022-0005

Property Owner: Ellen Baglien and Wayne Sabo

Applicant: Ellen Baglien

Date of Application: October 28, 2022

Date of Completeness: November 10, 2022

Date of Notice: November 30, 2022

Project Location: 2812 Morrison Court, Anacortes, WA

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SEPA Review: The proposal is exempt from SEPA review.

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Written comments on the proposal must be submitted before **5:00pm on December 21, 2022**, but verbal comments will be accepted until the close of the Open-Record Public Hearing.

Open-Record Public Hearing: Planning Commission Pre-Decision Public Hearing – 904 6th Street, Council Chambers –
Wednesday, December 14, 2022, at 6:00 PM and
Wednesday, January 11, 2022, at 6:00PM

Closed-Record Hearing: City Council Decision Hearing – 904 6th Street, Council Chambers –
Monday, January 23, 2022, at 6:00 PM

- Virtual meeting participation instructions and connection information can be viewed here: anacorteswa.gov/700. Meeting attendance options will be posted on the applicable agenda published the week before the meeting. Hearings will be conducted in accordance with the rules of procedure adopted by the hearing body.
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ADVERTISING PROOF

1215 Anderson Rd,
Mount Vernon, WA 98274
Ph. Fax: (907) 452-5054



STANWOOD CAMANO NEWS

BILLING DATE:	ACCOUNT NO:
12/07/22	45993



CITY OF ANACORTES
PO BOX 547
ANACORTES, WA 98221

CORRECTION NOTICE OF APPLICATION including written comment period and Public Hearing

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
312515	CORRECTION NOTICE OF	12/14/22	12/14/22	2	\$166.46

File Number: CUP-2022-0005

Property Owner: Ellen Baglien and Wayne Sabo

Applicant: Ellen Baglien

Date of Application: October 28, 2022

Date of Completeness: November 10, 2022

Date of Notice: November 30, 2022

Project Location: 2812 Morrison Court, Anacortes, WA

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Required Project Permits/Approvals: The following may be required in addition to the above: City of Anacortes Business License, Fire Department inspection.

SEPA Review: The proposal is exempt from SEPA review.

Public Comment Period:

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
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Discount: \$0.00
Surcharge: \$0.00
Credits: \$0.00

Gross: \$166.46
Paid Amount: \$0.00

Amount Due: \$166.46

We Appreciate Your Business!

AD# 312515

Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Written comments on the proposal must be submitted before **5:00pm on December 21, 2022**, but verbal comments will be accepted until the close of the Open-Record Public Hearing.

Open-Record Public Hearing: Planning Commission Pre-Decision Public Hearing – 904 6th Street, Council Chambers –

Wednesday, December 14, 2022, at 6:00 PM and Wednesday, January 11, 2022, at 6:00PM

Closed-Record Hearing: City Council Decision Hearing – 904 6th Street, Council Chambers – Monday, January 23, 2022, at 6:00 PM

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**Published
December 14, 2022
AA-312515**



ANACORTES PLANNING COMMISSION

Findings of Fact, Conclusions of Law, and Recommendation

File Number	CUP-2022-0005
Project Name	Morrison Court Bed & Breakfast
Proposal Description	The property owner and resident of 2812 Morrison Court has applied for a Conditional Use Permit to operate a Bed and Breakfast from their residence. The Applicant is proposing the use of one (1) existing bedroom in the residence for the bed and breakfast use. The Applicant will remain residing on premises and will operate the bed and breakfast per Anacortes Municipal Code (AMC) standards 19.44.050(B) . No change to the residence or site is proposed.
Documents Available At	CUP-2022-0005 (cityofanacortes.org)
Public Hearing	Anacortes Planning Commission
Public Hearing Date	December 14, 2022, and January 11, 2023
PC Deliberations	January 11, 2023
Decision Body	Anacortes City Council
Closed Record Hearing Date	January 23, 2023
Exhibits	Exhibit 1: Staff Report Exhibit 2: Site Plan Exhibit 3: AMC 19.44.050 Overnight Lodging Exhibit 4: AMC 19.36 Conditional Uses Exhibit 5: Master Land Use Application Exhibit 6: Conditional Use Permit Checklist Exhibit 7: Notice of Application and Public Hearing Exhibit 8: CORRECTED Notice of Application and Public Hearing

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

Findings of Fact & Conclusions of Law

1. The Staff report dated January 4, 2023 (Exhibit 1) accurately describes the project proposal and its Findings of Fact and Conclusions of Law are hereby incorporated by reference as the Planning Commission's Findings of Fact and Conclusions of Law.
2. The following members of the public provided testimony during the public hearing: None
3. The following additional exhibits were entered into the record at the public hearing: None
4. The following additional Findings of Fact and/or Conclusions of Law are entered: None

Recommendation

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

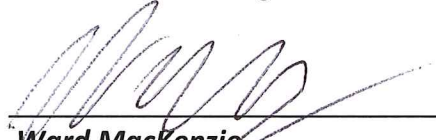
- ☒ Approve with Conditions
☐ Approve
☐ Deny

Subject to staff's recommended conditions in the Staff Report dated January 4, 2023, and listed below:

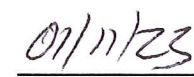
1. The site plan stamped "APPROVED" on January 4, 2023, shall be the approved site layout.
2. The applicant must obtain a City of Anacortes business license prior to operating the bed and breakfast use.

PLANNING COMMISSION RECOMMENDATION				
Planning Commissioners	Approve	Deny	Absent	Abstain
Jack Curtis	X			
Jeff Graf	X			
Gary Molyneaux			X	
Ward MacKenzie	X			
Sarah Ruether			X	
Frank Jeretzky	X			
Linda Martin	X			
TOTAL	5		2	

ANACORTES PLANNING COMMISSION Anacortes, Washington



Ward MacKenzie
Planning Commission Chair



Date



CITY COUNCIL

Finding of Facts, Conclusions of Law & Decision

1. PROJECT SUMMARY DATA

PROJECT INFORMATION:

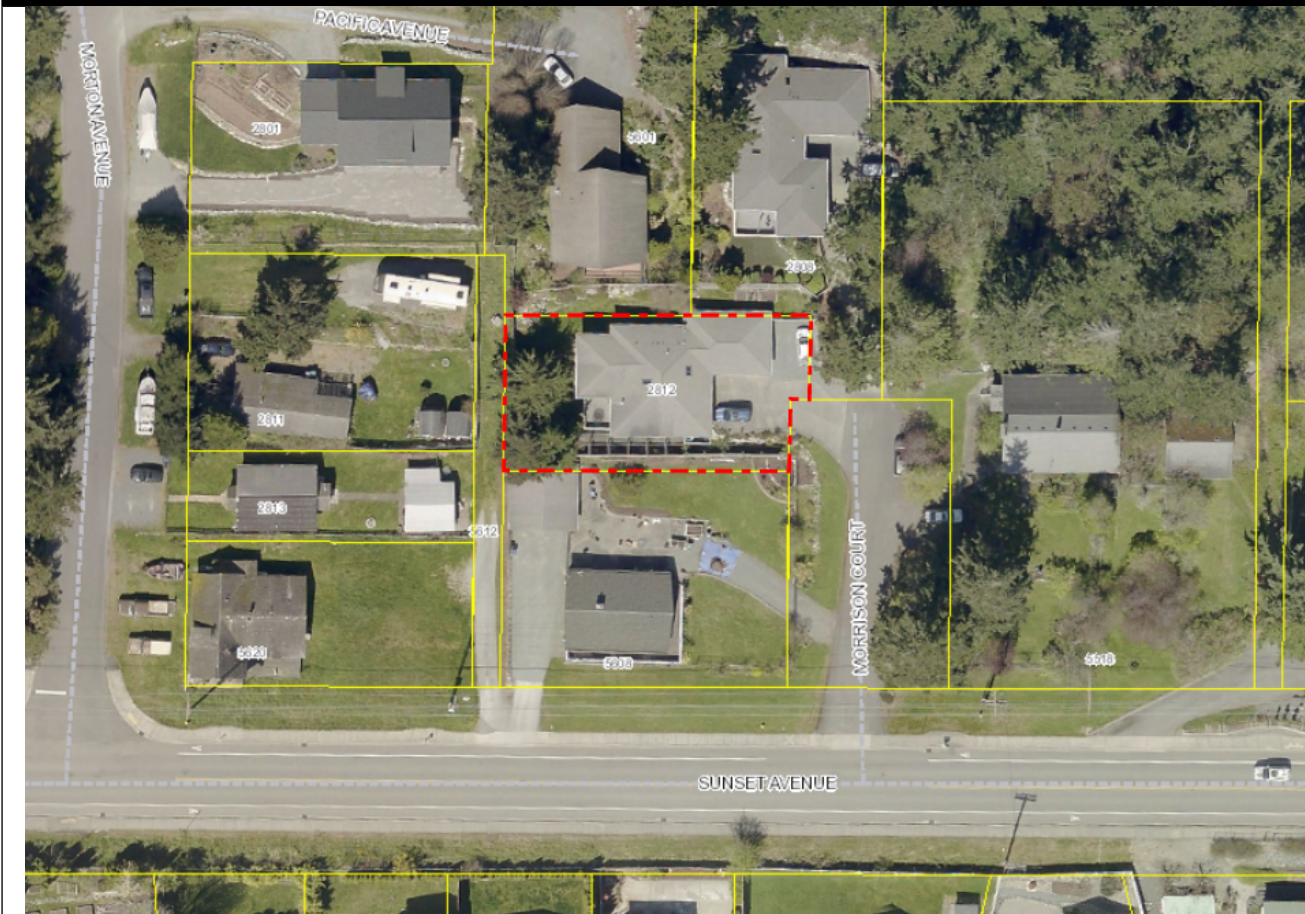
File Number	CUP-2022-0005	Date of Decision	January 23, 2023
Project Title	Morrison Court Bed & Breakfast		
Project Address	2812 Morrison Court	APN	P119482
Request	The property owner and resident of 2812 Morrison Court requests a Conditional Use Permit to operate a Bed and Breakfast from their residence. The Applicant is proposing the use of one (1) existing bedroom in the residence for the bed and breakfast use. The Applicant will remain residing on premises and will operate the bed and breakfast per Anacortes Municipal Code (AMC) standards 19.44.050(B) . No change to the residence or site is proposed.		
Property Owner(s)	Ellen Baglien / Wayne Sabo		
Applicant	Ellen Baglien, 2812 Morrison Court, Anacortes, WA 98221		
Application Date	October 28, 2022	Complete Application Date	November 11, 2022
PC Public Hearing Date	December 14, 2022, and January 11, 2023 (action)	CC Closed Record Decision Hearing Date	January 23, 2023
Comprehensive Plan Designation	Residential Low Density	Zoning	Residential Low Density 2 (R2)
Water Supply	City	Sewer Supply	City

STAFF RECOMMENDATION: Approve, with conditions

CITY STAFF CONTACTS:

Name:	Title:	Phone:	E-mail:
Grace Pollard	Senior Planner	360-588-8231	gracep@cityofanacortes.org

PROJECT LOCATION & SURROUNDING AREA



SITE & SURROUNDING USES:

	Comprehensive Plan	Zoning	Land Use
North	Residential Low Density 2	R2	Single Family Residential
East	Residential Low Density 2	R2	Single Family Residential
South	Residential Low Density 2	R2	Single Family Residential
West	Residential Low Density 2	R2	Single Family Residential

2. PROCEDURAL

1. **Type of Review.** The proposed use is considered "Overnight Lodging" per AMC 19.44.050(B) and can be permitted with a conditional use permit (CUP) per AMC Table 19.41.040.

The application for a CUP is a Type 4 review process, requiring a preapplication meeting with city staff, a preapplication neighborhood meeting, a 21-day public comment period, a public hearing before Planning Commission, and a closed record decision hearing before City Council.

2. **Project history.** The mandatory preapplication meeting was held on September 13, 2022, with the mandatory neighborhood meeting being held on October 10, 2022. The application for a conditional use permit was submitted on October 28, 2022 and determined to be complete on November 11, 2022.

3. **Public notice and reviewing departments/agencies.** A joint notice of application and public hearing with an incorrect 14-day public comment period was published in the Anacortes American, posted on the City website/City Hall/City Library, posted on the subject site, and mailed to property owners within 300 ft. on November 30, 2022. A correction notice addressing the required length of the public comment period to 21-days and updating the public hearing dates was issued on December 7, 2022.

The project application was routed for review to applicable agencies and City departments. No comments of concern were received by agencies or City departments.

4. **Consideration of written comments and applicant responses.** The revised joint notice of application and public hearing issued on December 7, 2022 corrected the public comment period to end on December 21, 2022. No written comments were received during the public comment period.
5. **Environmental review.** The proposed development is exempt from SEPA pursuant to WAC 197-11-800 and AMC 18.04.120.
6. **Public Hearing.** A pre-decision open record public hearing before the Planning Commission was held on December 14, 2022, at 6:00 PM with a continuation of the public hearing with Planning Commission scheduled for January 11, 2023, and the City Council Closed Record Decision Hearing scheduled for January 23, 2023, at 6:00 PM.

3. DEPARTMENT REVIEW – Findings of Fact

1. **AMC 19.44.050(B) – BED & BREAKFAST OVERNIGHT LODGING REQUIREMENTS.**

- 1.1. ***The owner must be the operator of the facility and must reside on the premises.***

Staff Comments: Applicant has affirmed to residing on premises and will be operating the facility themselves.

- 1.2. ***The owner's quarters and guest rooms must all be in the main building.***

Staff Comments: No change to the existing structure is proposed; all uses will remain in the main building.

- 1.3. ***If located in a residential zone, the facility must be operated in such a manner as not to give the outward appearance of a business in the ordinary meaning of the term.***

Staff Comments: Subject property is in a residential zone. No changes to the structure or site are proposed, including signage. Facility will not give the outward appearance of a business.

- 1.4. ***The use must provide off-street parking, including parking for the primary residence per AMC Chapter 19.64 in addition to one parking space per guest room.***

Staff Comments: Per AMC 19.62 two (2) off-street parking spaces are required for the use of the main residence and one (1) additional space is required for the one (1) bed & breakfast bedroom. A minimum of three (3) parking spaces are required on-site, the applicant's site plan shows four (4) parking spaces can easily be accommodated on-site.

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

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

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

Staff Comments: Bed and Breakfasts are subject to the use requirement in AMC 19.44.050(B) and have been addressed in Section C.1; as proposed, the use would conform to the applicable standards.

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

Staff Comments: The site is accessed via Morrison Court by way of Sunset Avenue, both roads have been improved. No more traffic than that which is associated with a residential use is expected. No comments of concern were received from city departments.

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

Staff Comments: Existing off-street parking is shown to be adequate and will meet minimum code requirements for the use. Loading facilities are not required.

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

Staff Comments: Per AMC 19.44.050(B) the definition of a “bed and breakfast” is a single-family residential unit which provides transient lodging... (Exhibit 3) As the use of the property will continue to be a single-family residential unit and no changes are proposed to the building or site all existing open space will remain and conform to prior permit approval. The operation of a bed and breakfast is not considered an incompatible use and thus buffering is not required.

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

Staff Comments: Lighting shall not be more than what is expected with a single-family residence.

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

Staff Comments: A bed & breakfast is a 24-hour use just like any residential use. The applicant has stated approximate check-in and check-out times of 2pm and 11am. Per [AMC 19.69.020](#), the use must not exceed the noise levels established by the state pursuant to Chapter 70.107 RCW, and contained in Chapter 173-60 Washington Administrative Code (WAC).

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

Staff Comments: Service increase beyond that of a single-family residence is not expected. Existing services can provide adequate public facilities and utilities.

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

Staff Comments: No changes to the site are needed or proposed. The site, developed with a single-family residence, is suitable for the proposed use.

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

Staff Comments: No other relevant factors have been identified.

4. CONCLUSIONS

1. The proposed development was processed consistent with AMC Table 19.20.030-1 for Type 4, City Council review.
2. The proposed development has been reviewed for consistency with the criteria outlined in AMC 19.36 Conditional Use Permits.
3. The proposed development has been reviewed for consistency with the requirements outlined in AMC 19.44.050(B) Bed and Breakfast.
4. As conditioned, the proposed development is consistent with the Anacortes Municipal Code.

5. RECOMMENDATION

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

F. DECISION

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

1. The site plan stamped “APPROVED” on January 4, 2023, shall be the approved site layout.
2. The applicant must obtain a City of Anacortes business license prior to operating the bed and breakfast use.

INTRODUCED, PASSED, AND APPROVED BY CITY COUNCIL OF THE CITY OF ANACORTES on this 23rd Day of January 2023.

CITY OF ANACORTES, WASHINGTON

Matt Miller, Mayor

Approved as to form and legality:

Attest:

Darcy Swetnam, WSBA #40530

Steve D. Hoglund, City Clerk/Treasurer

JUDICIAL APPEAL

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

ATTACHMENTS LIST

1. Signed PC Recommendation
2. Exhibit 1: Staff Report
3. Exhibit 2: Site Plan
4. Exhibit 3: AMC 19.44.050 Overnight Lodging
5. Exhibit 4: AMC 19.36 Conditional Uses
6. Exhibit 5: Master Land Use Application
7. Exhibit 6: Conditional Use Permit Checklist
8. Exhibit 7: Notice of Application and Public Hearing
9. Exhibit 8: CORRECTED Notice of Application and Public Hearing



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.a.
2023

Agenda Item Title: Interlocal Agreement #22-213-TRN-001 for the Funding of Public Street Improvements for the Early Learning Center

Staff Contact(s): Henry Hash

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

Item Summary: City staff seeks approval to execute Interlocal Cooperative Agreement 22-213-TRN-001 with Samish Indian Nation, under which Samish Indian Nation will provide funding for the public street improvements associated with the Samish Indian Nation's construction of an early learning center near 16th Street.

Background: The Samish Tribe is in the process of completing their design of the Early Learning Center. This interlocal allows for the Right-of-Way Improvements to begin design for construction in the Fall of 2023 or Spring of 2024. The Public Works Engineering Department has been working closely with the Samish Indian Nation on developing a partnership between agencies to streamline projects that have common interests for both parties.

Key Terms:

- All Expenses, including Design Development, Bid Packages, Environmental Review, Permit Fees, construction and labor costs, inspection fees and project administration fees, whether owed to a third party ("Construction Fees") or reimbursable to the City ("City Reimbursable Expenses") will be paid by the Nation using federal Tribal Transportation Program funding and/or other funding identified by the Nation.
- The term of this Agreement shall commence upon mutual acceptance by the parties and terminate when the projects are complete, final acceptance has been made, all expenses have been paid and any disputes resolved.

Budget Impact:

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperative Agreement 22-213-TRN-001 between the City of Anacortes and the Samish Indian Nation.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 22-213-TRN-001

**INTERLOCAL AGREEMENT #22-213-TRN-001
BETWEEN THE
SAMISH INDIAN NATION AND
THE CITY OF ANACORTES FOR
PUBLIC STREET IMPROVEMENTS FOR THE EARLY LEARNING CENTER**

This agreement, made and entered into on _____, by and between the Samish Indian Nation, a Federal recognized Tribal Nation in the State of Washington, hereinafter called "the Nation" and the City of Anacortes, a municipal corporation of the State of Washington, hereinafter called "City", hereinafter individually called "Party" or collectively "Parties".

I. RECITALS

WHEREAS, the Nation and the City have authority under the Washington Interlocal Cooperation Act, Chapter 39.34 RCW, to enter into this Interlocal Agreement ("Agreement") as set forth herein; and

WHEREAS, the Nation intends to construct an early learning center near 16th Street in Anacortes (hereinafter the "Improvements" and/or the "Project"); and

WHEREAS, the Nation and the City have agreed to procedures for the design and construction of public street improvements associated with the project using federal Tribal Transportation Program (TTP) Funds and/or other funding identified by the Nation; and

WHEREAS, the proposed street improvements are identified in the Nation's approved Long Range Transportation Plan and Tribal Transportation Improvement Program and on the National Tribal Transportation Facility Inventory (NTTFI).

NOW, THEREFORE, the Parties hereto, in consideration of the promises, mutual covenant and agree as follows:

II. AGREEMENT

A. CITY OBLIGATIONS

1. Design Development.

The City shall cause to be prepared plans and specifications adequate for the construction of the Improvements. The City shall retain such design professionals as are necessary for the accomplishment of these tasks. The plans and specifications for the Improvements shall meet City Public Works construction standards and comply with applicable federal and state requirements, including those set forth in the LAG Manual. The City shall, upon completion of plans and specifications, obtain as necessary, estimates for construction of the Improvements as required by Chapter 39.04 RCW.

2. Bid Packages.

The City shall cause to be prepared bid packages for construction of the Improvements. The bid packages shall be prepared in compliance with Chapter 39.04 RCW and all applicable federal and state regulations, including those contained in the LAG Manual. The City shall require that

the design professionals who create the bid packages engage in the normal course of providing information and clarifications to potential bidders, assist in bid openings and assist in the evaluation of bids, including recommendation of award in compliance with Chapter 39.04 RCW and the LAG Manual. The bid packages shall identify the City as the "Owner" and contracting party for construction of the Improvements. The Project shall be put out to bid at time for completion of the Improvements pursuant to a construction schedule established by the City.

3. Property Acquisition.

The City shall not exercise its powers of eminent domain to acquire any right of way or construction easements for this Project.

4. Environmental Review.

An environmental review, pursuant the National Environmental Protection Act (NEPA), shall be conducted by the City. The City shall arrange for completion of all required permits including, NEPA documentation and any required SEPA documentation.

5. Bid Solicitation and Award.

a. The City shall, in full compliance with applicable state law and the LAG Manual provisions, administer the process of bid solicitation for the Improvements, including provision of supplemental information to potential bidders, bid opening, bid review and bid award and protest. The City shall delegate these activities to its design professionals and the City shall be named the "Owner" and contracting agency for the project.

b. All bids shall be received at the time and place specified in the bid documents and advertisements and opened and read aloud as required by the LAG Manual. After opening and reading the bids, the City shall take custody of the bids and review them for accuracy and completeness as required by the LAG Manual. The City shall also prepare a bid tabulation showing all items for work and the bid amounts for each item, the extended amounts for each item and the total amount of the bid. The bid tabulation shall also contain the Engineer's Estimate in the same manner. A copy of the bid tabulations shall be transmitted to the Nation and additional copies shall be made available for public inspection.

6. Project Administration and inspection.

a. The City shall, in consultation with the Nation, undertake the administration of all phases of post-bid construction of the improvements contemplated herein until such improvements are complete, have been "final" accepted and all costs and expenses paid and/or disputes, if any, resolved. Such administration shall be in full compliance with state law and the LAG Manual.

b. The City may hire a third party to administer the projects and/or to conduct inspections and act as Owner's representative. The costs related thereto shall be paid by the City with reimbursement from federal Tribal Transportation Program funding and/or other funding identified by the Nation.

7. Permits.

The City shall seek to obtain all necessary permits in which the City has jurisdiction and in accordance with the City's Municipal Code.

8. Records.

The City or third-party administrator shall keep complete records of all its activities hereunder. Such records shall be promptly available for review and/or copying by the Nation upon reasonable request. All records shall be maintained in conformance with Washington law.

B. PAYMENT OF COSTS AND EXPENSES/OWNERSHIP OF IMPROVEMENTS

1. Payment of Expenses.

The Parties expect that all Expenses, including Design Development, Bid Packages, Environmental Review, Permit Fees, construction and labor costs, inspection fees and project administration fees, whether owed to a third party ("Construction Fees") or reimbursable to the City ("City Reimbursable Expenses") will be paid by the Nation using federal Tribal Transportation Program funding and/or other funding identified by the Nation. The City shall not approve or incur any expenses of any kind related to the Project, for design, administration or management, or construction, or any other expenses or costs, that will exceed the amount of funds allocated by the federal government for the Improvements, without the express written approval of the Nation, which may be withheld in the Nation's sole discretion. However, the Nation shall be ultimately responsible for all Construction Fees and City Reimbursable Expenses related to the Improvements. The City shall once a month, upon the receipt of invoices related to the design, permitting, evaluation and approval of the Improvements from all engineers, consultants, material providers, contractors, and the Owner's representative/inspector, provide such invoices to the Nation for review. The City thereupon shall seek reimbursement for such payments from the Samish Indian Nation using federal Tribal Transportation Program funding and/or other funding identified by the Nation.

2. Ownership of Improvements.

- a. The Improvements shall be exclusively owned by the City, which shall have the sole obligation to maintain the Improvements. The Nation shall, upon request, execute any reasonable document establishing the City's ownership of the Improvements.
- b. Any third-party warranties attaching, and/or claims related, to either the Improvements are hereby assigned by the Nation to the City. The Nation shall, upon request, cooperate with the City to document such assignment and/or to pursue a claim or warranty claim against a third party.

C. MISCELLANEOUS PROVISIONS

1. Legal Provisions.

This Agreement shall be construed pursuant to the laws of the state of Washington. Venue for any suit or action between the parties shall be exclusively in Skagit County Superior Court. The prevailing party in any action shall receive an award of its reasonable attorney's fees and costs, including those incurred on appeal.

2. Duration.

The term of this Agreement shall commence upon mutual acceptance by the parties and terminate when the projects are complete, final acceptance has been made, all expenses have been paid and any disputes resolved; provided, that the parties accrued rights and obligations at the time of termination as established herein, including, but not limited to, the provisions in this Paragraph D, shall survive termination.

3. Administration/Notices.

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

The Nation's representative shall be Jon Barrett, Planning Director.

The City's representative shall be Steven Lange, Project Manager.

Any notice required to be given in writing pursuant to the terms of this Agreement shall be addressed as follows:

To the Nation:

Samish Indian Nation
c/o Jon Barrett
8327 Summit Park Road
Anacortes, WA 98221
Phone: (360) 726-2781
Email: jbarrett@samishtribe.nsn.us

To the City:

City of Anacortes Public Works Department
c/o Steve Lange
P.O. Box 547
Anacortes, WA 98221
Phone: 360.299.1983
Email: stevel@cityofanacortes.org

With Copy to:

City of Anacortes Legal Department
c/o Tiffany Matson
P.O. Box 547
Anacortes, WA 98221
Phone: 360.299.1971
Email: contracts@cityofanacortes.org

Any notice addressed to the postal address to the recipient, as set forth above, shall be deemed delivered and received the third day thereafter, any email message shall be deemed delivered upon transmission. The Parties shall be deemed to have received such notices at the addresses and telephone numbers listed above, unless the Party(ies) shall have given written notice to the other Party of any change(s).

4. Mutual Indemnity.

- a. The Nation shall indemnify the City for any claim of loss by a third party for personal injury or property damage to the extent such loss resulted from an act or omission of the Nation, its employees or its agent. Such indemnity obligation includes the amount of any judgment in favor of such a third party and the cost of defense of any claim, including attorney fees.
- b. The City shall indemnify the Nation for any claim of loss by a third party for personal injury or property damage to the extent such loss resulted from an act or omission of the City, its employees or its agent. Such indemnity obligation includes the amount of any judgment in favor of such a third party and the cost of defense of any claim, including attorney fees.
- c. Each Party shall, upon learning of any third-party claim or potential third-party claim, shall give written notice of such claim or potential claim to the other Party.
- d. No Party shall admit liability of the other Party nor settle or compromise any claim in a manner requiring contribution from or imposing liability on the other Party without the other Party's prior written approval.

5. Relationship of Parties.

The Parties are not acting as partners or as joint venturers hereby. Neither Party assumes the liabilities of the other Party related to the activities contemplated hereby. This Agreement shall not be construed to confer any benefit on any person or entity not a Party hereto.

6. Integration/Amendment.

This Agreement constitutes the entire understanding between the Parties and any oral agreements or representations shall be disregarded. Any amendments to this Agreement shall become effective only upon mutual written agreement of the Parties.

7. Interpretation.

No inference or presumption shall be drawn if a Party or its attorney prepared and/or drafted this Agreement; it shall be conclusively presumed that the Parties participated equally in its preparation and/or drafting. Each Party was represented by counsel in the preparation of this Agreement. Should any provision of this Agreement be held by a court to be invalid or unenforceable, the other provisions shall remain in full force and effect.

8. Force Majeure.

If either municipality is rendered unable, wholly or in part, by force majeure or any other cause of any kind not reasonably within its control to perform or comply with any obligation or condition of this Agreement upon giving written notice to the other Party, such obligation or condition shall be suspended during the continuance of the inability so caused and such Party shall be relieved of any liability

during such period. The term force majeure shall include, without limitation by the following enumeration, acts of God, federal, state, county, or municipal orders, regulations or directives of any governmental authority or persons purporting to act therefor, or when the supply of product or any facility of production, manufacture/storage, transportation, distribution or delivery contemplated by either Party is prevented or delayed by terrorist or enemy attack, pandemics, riots, other disturbances, earthquakes, hurricanes, strikes, or lockouts of any class of workmen, or stoppage of labor, or damage to piers or essential equipment, floods, fire, explosion, or destruction from any cause of any character either similar or dissimilar to the foregoing and reasonably beyond the control of the Party failing to perform.

9. Signing/Recording.

This Agreement may be executed in counterparts and shall be recorded with the Skagit County Auditor at the Nation's Expense.

10. Dispute Resolution.

In the event of a dispute between the City and the Nation regarding the rights, duties, or liabilities of the parties under this Agreement, or the delivery of services under this Agreement, the Nation's Tribal Council; and the City Council shall designate representatives who shall review such dispute and discuss options for resolution. If any dispute, controversy, or claim arising out of or relating to this Agreement or the alleged breach of such Agreement cannot be resolved by the parties, such dispute shall be submitted to binding arbitration in accordance with the rules and procedures of the Commercial Rules and Expedited Procedures of the American Arbitration Association, with appeal limited to that set forth in Chapter 7.04 RCW. The judgment or award rendered by the arbitrator may be entered and enforced in Skagit County Superior Court. In any arbitration or suit to compel arbitration or to enforce an arbitrator's award, the prevailing party shall receive an award of its reasonable attorney fees and costs, including those incurred on appeal.

11. Nation's Limited Waiver of Sovereign Immunity; Jurisdiction; Binding Arbitration; Remedies Against Tribal Assets; Tribal Council Resolution.

- a. The Nation expressly and irrevocably grants a limited waiver of its immunity and consents to suit by City and only for the benefit of the City in the Skagit County Superior Court and in the United States District Court for the Western District of Washington, and if the Skagit County Superior Court and the United States District Court for the Western District of Washington are without, abstain, or decline to exercise jurisdiction, in the Samish Tribal Court, at the City's sole option, to enforce the terms of this Agreement. This limited waiver confers no right to or benefits on any third party.
- b. The Nation and City voluntarily submit themselves to the exclusive jurisdiction of the Skagit County Superior Court, to the exclusion of any other court, forum, remedy, or proceeding, to resolve any Dispute; provided, however, if for any reason the

Skagit County Superior Court does not have, abstains, or otherwise declines to exercise subject matter jurisdiction over any Dispute, the Nation and City voluntarily submit themselves to the exclusive jurisdiction of the United States District Court for the Western District of Washington, to the exclusion of any other court, forum, remedy, or proceeding, to resolve any Dispute; and, farther provided, if for any reason the United States District Court for the Western District of Washington is without, abstains or otherwise declines to exercise subject matter jurisdiction over any Dispute, the Nation and City voluntarily submit themselves to binding arbitration as the exclusive remedy to resolve any Dispute ("Binding Arbitration"). The Commercial Arbitration Rules of the American Arbitration Association shall apply in Binding Arbitration. If a question exists whether a matter is a Dispute subject to Binding Arbitration, that question shall be decided solely by the arbitrator(s), whose decision shall be final and binding, the same as any other matter subject to Binding Arbitration herein. Costs of the arbitration shall be borne equally by the parties. Under American Arbitration Association rules, the arbitrator(s) is limited to entry of an order or judgment to enforce the terms of this Agreement. Each Party consents to suit solely by the other Party in the Skagit County Superior Court and the United States District Court for the Western District of Washington in the order and subject to the considerations described in the first sentence of this subsection, and in the Samish Tribal Court solely at the instance of the City if and after the Skagit County Superior Court and the United States District Court for the Western District of Washington both determine, or the Parties agree, that such courts are without jurisdiction or such courts abstain or otherwise decline to exercise jurisdiction to (i) enforce the Parties' agreement to resolve any Dispute by Binding Arbitration; (ii) confirm, enter judgment on, and enforce any award arising out of Binding Arbitration in accordance with standards set by the Federal Arbitration Act; and (iii) vacate, modify, or correct any decision or award arising out of Binding Arbitration in accordance with standards set by the Federal Arbitration Act. As to any Dispute submitted to Binding Arbitration, the parties expressly waive any right to seek judicial remedies, except as provided above, including the right to a jury trial. In a Binding Arbitration proceeding, interpretation of this Agreement shall be governed by Washington state law.

- c. The parties agree that the City shall have all legal remedies available now and during the term this Agreement under Washington state law, except as limited by this Agreement.
- d. To the extent exhaustion of tribal remedies under federal law may apply to any dispute that arises under this Agreement, the Tribe expressly waives any such exhaustion requirement in favor of the dispute resolution procedures set forth in this Section. If for any reason any Dispute is deemed to be or may be subject to any rule of law, equity, comity, or otherwise requiring exhaustion of Tribal remedies, the Parties designate Binding Arbitration, including procedures for enforcement and

review thereof, as provided in subsection b herein, as the exclusive Tribal remedy. If any proceeding is initiated in any Tribal Court or any other Tribal forum, whether legislative, executive, judicial, or otherwise, relating to a Dispute without Lessor's advance written consent (a "Proceeding"), the Nation shall immediately give notice thereof to the City and seek dismissal of such Proceeding and take and follow such other action relating to such Proceeding as required by the City.

IN WITNESS THEREOF, the Samish Indian Nation has caused this instrument to be executed by its Chairman, being thereunder duly authorized and the City of Anacortes has caused this instrument to be executed by its Mayor, being thereunto duly authorized.

SAMISH INDIAN NATION, WASHINGTON

Thomas Wooten, Chairman

APPROVED AS TO FORM

Dorsay & Easton LLP, Samish Tribal Attorney

CITY OF ANACORTES, WASHINGTON

Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

Darcy Swetnam, City Attorney

SCOPE OF WORK

CITY OF ANACORTES

16TH STREET, D AVENUE, AND C AVENUE IMPROVEMENTS

The work on this project shall be accomplished in accordance with the *Standard Specifications for Road, Bridge and Municipal Construction*, current English edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter "Standard Specifications").

The Standard Specifications, as modified or supplemented by the Amendments to the Standard Specifications and these Special Provisions, all of which are made a part of the Contract Document, shall govern all of the Work.

DESCRIPTION OF WORK

The project provides for the infrastructure within the Right-of-Way of D Avenue, 16th Street and C Avenue, including but not limited to Management of Design and Construction Consultants, Environmental Impacts Statements, Surveying, Sanitary Sewer Conveyance, Storm Drainage Conveyance, Storm Water Quantity and Quality (On-site and Off-site), Water System Improvements, Excavation Work to make room for improvements, Traffic Circles for Traffic Calming, Cement Traffic Curb and Gutter, Cement Concrete Sidewalk, Cement Concrete Driveway Entrances, Cement Concrete Curb Ramps, Detectable Warning, Paint Striping and markings, Rapid Flashing Beacons, Signage, Asphalt, Monumentation, Landscaping, Power Conduits, Communication and Cable Conduits, Gas Lines, Fiber Conduits, Utility Coordination and other work and appurtenances necessary to complete the work required for this project as outlined in Exhibit A, B, C and D.

The project is located:

- D Avenue, 15th Street to 16th Street (Exhibit A)
- D Avenue, 16th Street to 17th Street (Exhibit B)
- 16th Street, C Avenue to D Avenue (Exhibit C)
- C Avenue, 16th Street to 17th Street (Exhibit D)

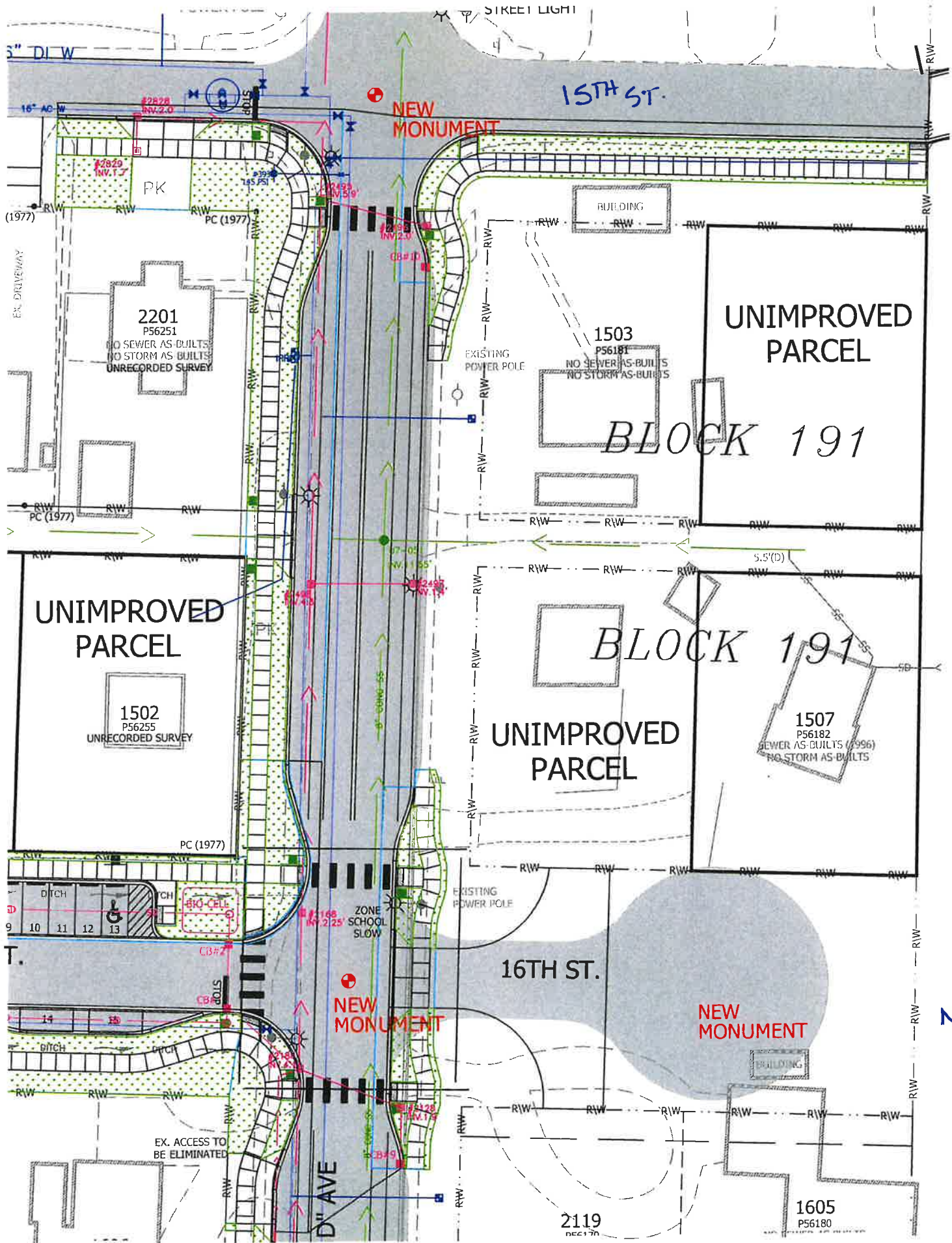
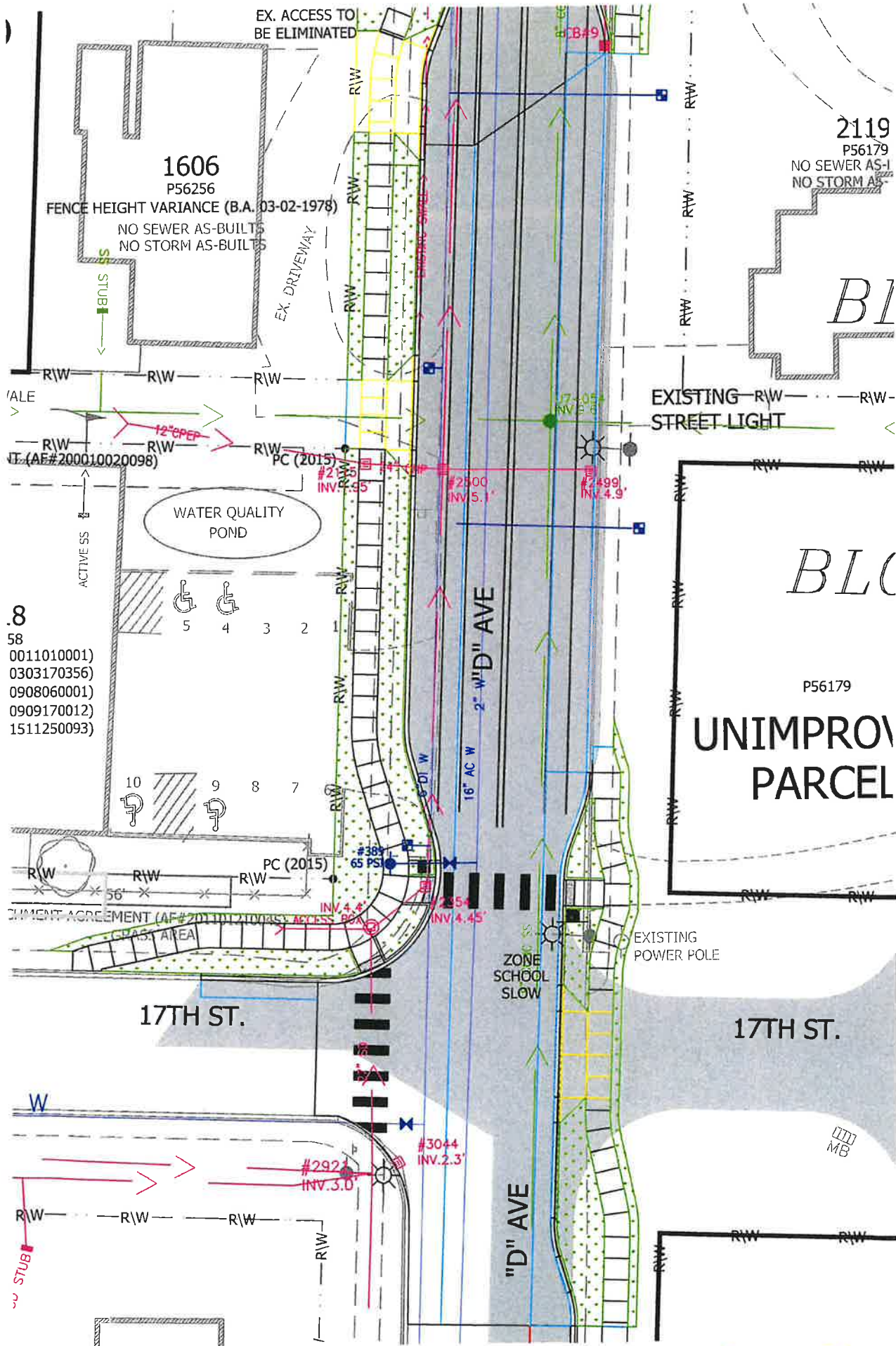


EXHIBIT A



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N.T.S.

EXHIBIT B



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.b.
2023

Agenda Item Title: Washington State Working Families Tax Credit

Staff Contact(s): DON MEASAMER, CAROLYN MOULTON

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

Joann Stewart
DON MEASAMER

Presentation

Item Summary: The Working Families Tax Credit (WFTC) program was passed in 2021 and goes live in 2023. The program provides up to a \$1,200 refund to eligible low-to-moderate income working individuals and families in Washington. The IRS estimates about 21% of eligible filers for the federal EITC do not claim the credit. This is much-needed cash and assistance that these folks are potentially leaving on the table. It is imperative that we do all we can to get the word out about EITC and WFTC so individuals can claim the credits they are entitled to. Eligibility requirements include, among others, eligibility to claim the federal Earned Income Tax Credit (EITC) and residency in the state.

Budget Impact:

None

Previous Action: None

Recommended Motion: N/A

Alternative Actions:

Attachments (listed in order presented):

1. State WFTC Flyer
2. State WFTC Overview



A new tax credit for Washington workers starts in 2023!

Working Families Tax Credit will provide payments up to \$1,200 to individuals and families who meet the requirements.

Who is eligible for a tax credit?

Individuals and families are eligible if they meet all of the following requirements:

- Lived in Washington a minimum of 183 days.
- Are at least 25 and under 65 years of age OR have a qualifying child in 2022.
- Filed a 2022 federal tax return with a Social Security Number (SSN) or an Individual Taxpayer Identification Number (ITIN).
- Eligible for the federal Earned Income Tax Credit on their 2022 tax return.
 - Go to www.irs.gov/eitc to learn more.
- Meet the income requirements (see table).

How much will individuals and families get back?

It depends on the number of qualifying children and income level. See table for estimates based on the 2022 income eligibility thresholds.

What are the income thresholds?

Number of qualifying children	Applicant must make less than the following		Maximum refund
	Single	Married (filing jointly)	
0	\$16,480	\$22,610	\$300
1	\$43,492	\$49,622	\$600
2	\$49,399	\$55,529	\$900
3 or more	\$53,057	\$59,187	\$1,200

Applications open on February 1, 2023 and are accepted through December 31, 2023.



To access additional information or sign-up for updates, visit our website: WorkingFamiliesCredit.wa.gov or call 360-763-7300.

Prepared by Customer Experience and Communications Division 11/22

WASHINGTON STATE

Working Families

Tax Credit



Introductions

Perla Gamboa

Outreach and Community Partnerships Manager

Working Families Tax Credit Division

PerlaG@dor.wa.gov

About the program

What is the credit?

- A new tax credit for low-to-moderate income individuals and families enacted by EHB 1297.
- Payments are based on income level and the number of qualifying children.
- Applications open on February 1, 2023.



About the program

Who qualifies?

Applicants must have:

- Filed a federal income tax return as an individual or joint filer.
- A valid Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN).
- Qualified for the federal Earned Income Tax Credit.
- Lived in Washington State for more than 183 days of the year.
- Must be at least 25 years old and less than 65.



About the program

Who qualifies?

Number of qualifying children	Applicant must make less than the following		Maximum credit amount
	Single	Married (filing jointly)	
0	\$16,480	\$22,610	\$300
1	\$43,492	\$49,622	\$600
2	\$49,399	\$55,529	\$900
3 or more	\$53,057	\$59,187	\$1,200

Applications open February 1, 2023

Three options:

- Online at WorkingFamiliesCredit.wa.gov
- Paper Applications will be available at:
 - Website:
WorkingFamiliesCredit.wa.gov
 - Local DOR field office.
- Through external tax preparation software and providers.





Outreach & communication

- **Website: WorkingFamiliesCredit.wa.gov**
 - Eligibility checker
 - Partner toolkit and training materials
 - Sign up for updates and notifications
 - Request a speaker
- **Marketing & media campaign**
- **Partnering with community-based organizations**
- **Outreach Advisory Committee: [Advisory committee | Washington State Working Families Tax Credit](#)**
- **Community outreach grants: [Get help in your community | Washington State Working Families Tax Credit](#)**

Get involved

- Help promote WFTC and drive awareness
 - DOR would love to partner with you on WFTC outreach!
 - We can provide speaking engagements & attend events
 - Training materials and resources will be available

Questions & more information

Outreach team: DORWorkingFamiliesOutreach@dor.wa.gov

Bilingual Website: WorkingFamiliesCredit.wa.gov

Request a speaker: WorkingFamiliesCredit.wa.gov/invite-us-speak





City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.c.
2023

Agenda Item Title: Comment on Seattle City Light Federal Energy Regulatory Commission (FERC) Relicensing

Staff Contact(s): DARCY SWETNAM

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
DARCY SWETNAM	Presentation

Item Summary: Seattle City Light is currently going through the process of seeking relicensing from the Federal Energy Regulatory Commission for its dams on the upper Skagit River at Ross Lake. The presenters will share information on how the proposed requirement for timing and capacity for floodwater storage may not adequately protect the Skagit Valley from early and higher flood potential. Other agencies, including Skagit County, the City of Mount Vernon, and Skagit County Diking and Drainage Irrigation Consortium, have provided comments asking FERC to increase the required floodwater storage capacity at the dam and require that the capacity be available earlier in the season than proposed.

Budget Impact:
N/A

Previous Action: None

Recommended Motion: I move we sign the letter to the FERC Secretary regarding Seattle City Light's FERC relicensing.

Alternative Actions: No official comment.

Attachments (listed in order presented):

1. 230117 PW - LT FERC
2. 2023 Anacortes_FERC Presentation



January 24, 2023

Kimberly D. Bose, Secretary
Federal Energy Regulatory Commission
888 First Street, N.E., Room 1A
Washington, D.C. 20426

Re: Skagit Hydroelectric Project Relicensing, Seattle City Light, Project No. 553-235

Secretary Bose,

The City of Anacortes appreciates the opportunity to comment on the federal relicensing of the Skagit Hydroelectric Project, FERC Project No. 553-235 (the "Project"), owned and operated by Seattle City Light ("Seattle").

The City of Anacortes ("City") operates a water treatment plant on the Skagit River, located on Riverbend Road in Mount Vernon. The current plant was built in 2013 and has the expandable capacity to produce 55 million gallons of treated water per day. The plant serves approximately 56,000 residential, commercial, and industrial customers in the region, including the City of Oak Harbor which serves the Naval Air Station at Whidbey Island, the Town of La Conner, the HF Sinclair and Marathon Refineries, the Swinomish Indian Tribal Community, and Skagit Public Utility District #1. The City is the largest water supplier in the Skagit basin and its ability to operate is critical to the water supply of the entire region.

Seattle's Project was originally authorized with a primary priority of flood control, as the Project is built on public land. The original recommendation from the U.S. Army Corps of Engineers was that 200,000 acre/feet of flood storage be required at Ross reservoir. However, the Project licensing only required 120,000 acre/feet of storage by December, despite historic evidence that floods have occurred in October and November.

Seattle has managed the Project to provide additional flood storage capacity earlier and in excess of what the FERC license required. Had Seattle not provided that additional capacity voluntarily, the U.S. Army Corps of Engineers estimates that the November 2021 Skagit flood would have been approximately 8-10 feet higher at Mount Vernon, where the City's water treatment plant is located. Flooding at the City's water treatment plant would be catastrophic and could lead to interruption of regional water supply, contamination of water supply, and destruction of valuable public infrastructure.

The U.S. Army Corps of Engineers continues to recommend new license requirements that provide safe and appropriate drawdown level for the Ross reservoir at 200,000 acre/feet no later than November 1 of each year. The City now requests that FERC require Seattle to follow the U.S. Army Corps of Engineers recommendations for drawdown and timing as a requirement of its Project license.

We endorse the Flood Storage Proposal jointly filed in the FERC record by Skagit County, Skagit County Diking and Drainage Irrigation Consortium and Skagit Dike District Partnership, which supports 200,000 acre/feet by November 1 as the correct storage requirement. We respectfully request that Seattle be required to use 200,000 acre/feet of storage by November 1 as the baseline license requirement for flood storage in establishing proper environmental protection, mitigation, and enhancement (PM&E) measures with other licensing parties.

Thank you for your consideration and the opportunity to provide comment.

Matt Miller, Mayor

Jeremy Carter, Councilmember

Anthony Young, Councilmember

Ryan Walters, Councilmember

Christine Cleland-McGrath, Councilmember

Bruce McDougall, Councilmember

Amanda Hubik, Councilmember

Carolyn Moulton, Councilmember

Skagit County Flood Risk Management Seattle City Light FERC Relicensing Update

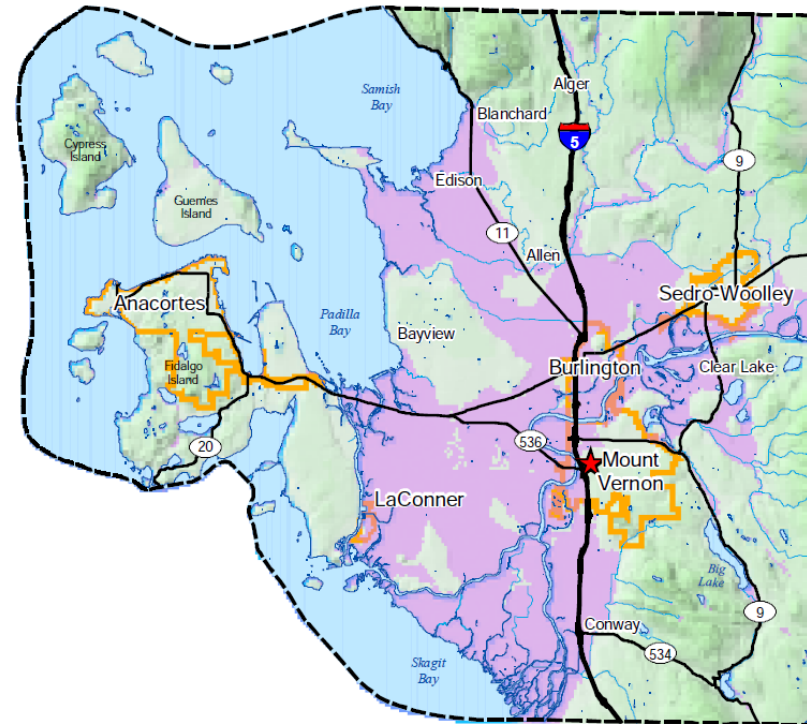


City of Anacortes
January 23, 2023

Skagit County
Skagit County Dike District and Drainage Flood Control Partnership
Skagit County Drainage and Irrigation Districts Consortium

Skagit River Fun Facts

- ❖ Skagit River is the third largest river on the West Coast
 - Sacramento and Columbia
 - Skagit is the only river with wild and scenic designation
 - Sauk and Cascade have uncontrolled flows
- ❖ Corps estimates a 100 year flood event on the Skagit is roughly 220,000 cfs
- ❖ Major populations and infrastructure is located in the Skagit floodplain
 - Burlington, Mount Vernon, Sedro Woolley, La Conner, Hamilton, Lyman
 - Critical EMS facilities (fire, public works, police, hospitals)
 - Anacortes Water Treatment Plant
 - I-5, Hwy 9, Hwy 20, Hwy 536, Hwy 11
 - PSE Power transfer stations are in the floodplain



LEGEND

- | | |
|---------------------------|-------------------------|
| ★ County Seat | County Boundary |
| Interstate | Incorporated Area |
| State Route | Major Water Body |
| FEMA 100-Year Flood Plain | River, Creek, or Stream |

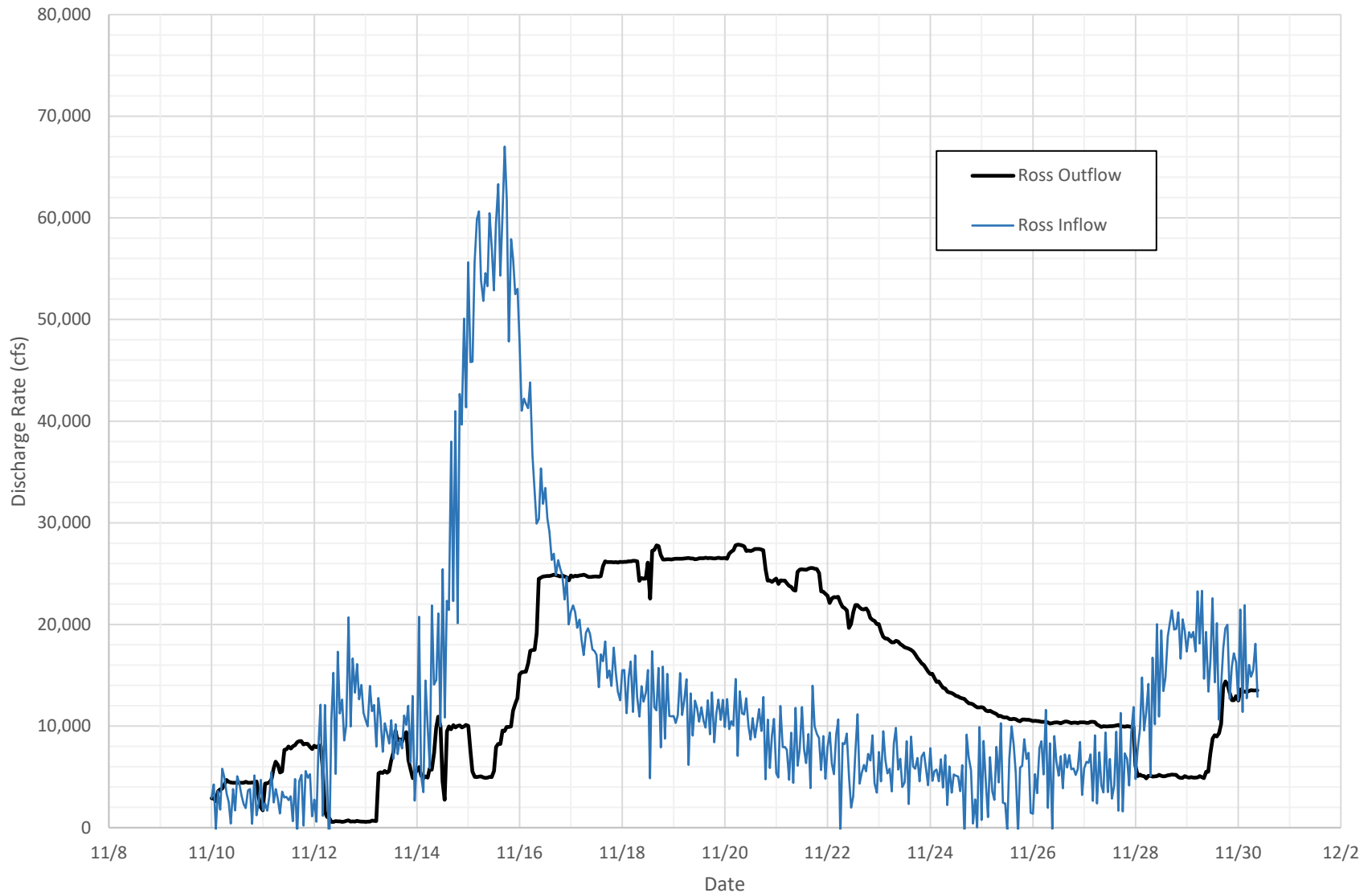
November 2021 Flood Debrief

- ❖ 2021 Flood was about 130,000 cfs at Mount Vernon
 - 1,000,000 gallon jugs of water each second
- ❖ SCL had approximately 170,000+ ac-ft of storage at Ross
 - Current License = 60,000 ac-ft
 - Nov. 2021 SLC had extra 110,000 ac-ft of storage
 - Diablo and Gorge are pass-through (no flood storage)
- ❖ Inflow of record to Baker and Skagit –likely a sign of the future
 - Inflows to Ross 67,000 cfs
 - Outflows only 5,000 cfs at peak
- ❖ Flood would have been **appx. 8-ft higher** without the storage from at Baker & extra storage from Ross
 - Overtop Levees
 - Overtop Mount Vernon Floodwall
 - Cutoff routes to hospitals
 - Impacts to critical sewer and water facilities

[Army Corps of Engineers dam operations significantly reduced downstream flood risk > Seattle District > Seattle District News Releases](#)

2021 Flood Recap – The Importance of Storage

2021 Flood Hydrographs



Reservoir Storage & FERC Licenses

Mainstem Skagit
Seattle City Light
25% Skagit Watershed

Local FERC Flood Risk Reduction
Leads

Most cost effective
way to reduce flood
risk for all
downstream
communities

Skagit
County

Skagit Dike
Partnership

Skagit Drainage
Consortium

US Army Corps
of Engineers

SCL is currently relicensing the Skagit Project
once in a lifetime opportunity
to reduce flood risks in our communities



Seattle City Light FERC Relicensing STORAGE REQUEST

Ross Reservoir Operations and Flood Risk Reduction

Flood Control is the Primary Purpose of Ross

- ❖ 1946 Corps recommended 200,000 ac-ft of flood storage
- ❖ 1954 revised license set flood storage at 120,000 ac-ft

SCL Current Operations

- ❖ Fish Settlement Agreement
- ❖ Includes Requirements for Recreation
- ❖ Drawdown starts earlier than flood control schedule
- ❖ More flood storage is available than required under current license

Local FERC Relicensing Flood Risk Reduction Request

MORE STORAGE

EARLIER
DRAWDOWN

License Requirement	Current Operations	Proposed Operations
Flood Storage Capacity	120,000 ac-ft	200,000 ac-ft
Date	December 1 st	November 1 st

- ❖ Consistent with project purpose
- ❖ Consistent with observed trend of early season major floods
- ❖ Consistent with current operations based on USGS data
- ❖ Most cost effective way to reduce downstream flood risks

Local FERC Relicensing Flood Risk Reduction Request

MORE STORAGE

- ❖ November 2021 flood could have been 8-ft higher
 - Catastrophic flooding of downstream communities
 - Mount Vernon floodwall and levees overtopped/failed
- ❖ Large inflows predicted to become more frequent with climate change
- ❖ Consistent with Corps 1946 Recommendations

Local FERC Relicensing Flood Risk Reduction Request

Earlier Drawdown

Major
Floods
Occur
Before
Dec. 1st

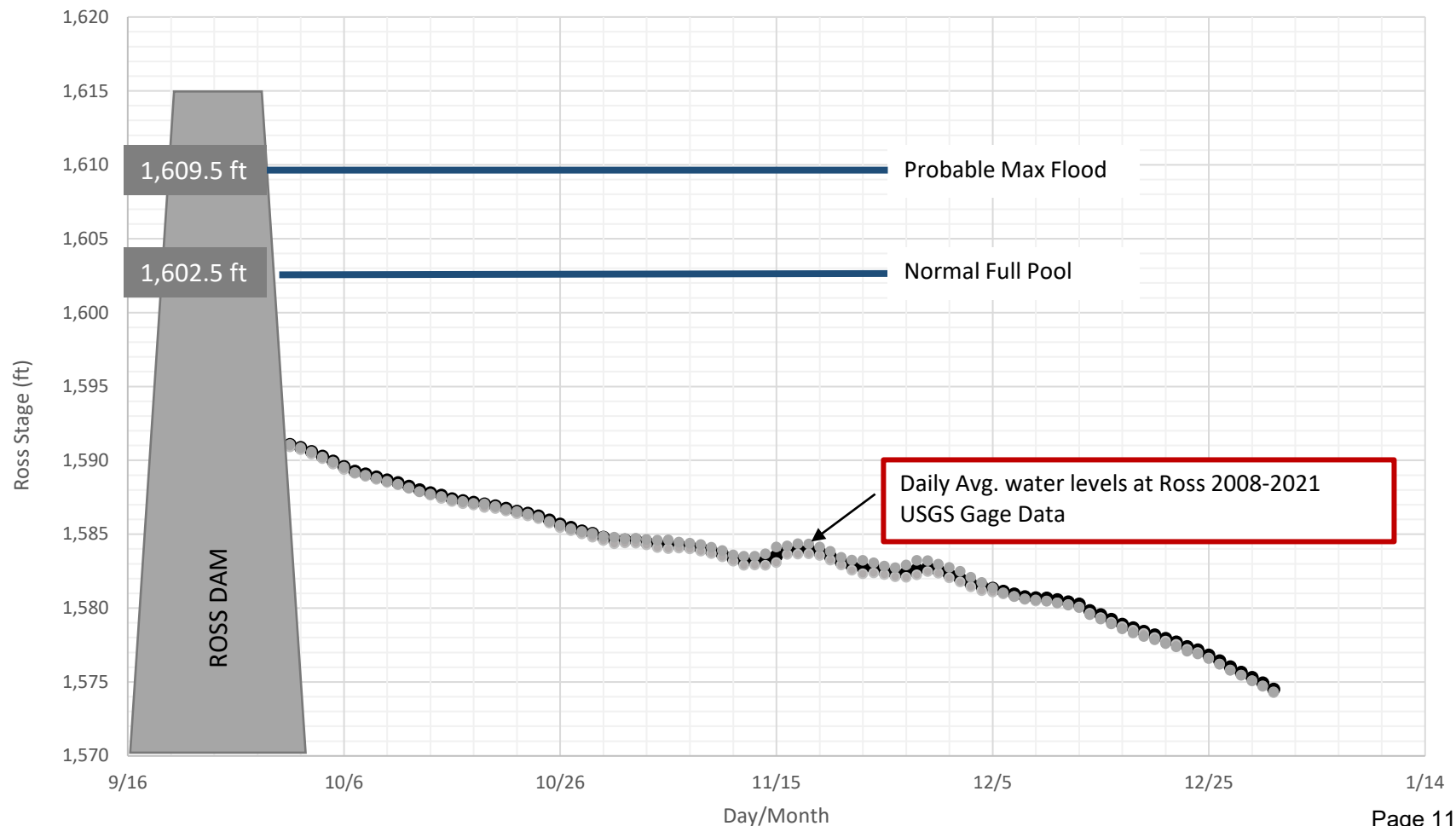
Climate
Change
Research
Predicts
Earlier
Floods

Flood Date	Flood Category	Stage Mount Vernon (ft)
Nov. 11, 1990	Major	Unverified
Nov. 25, 1990	Major	37.37
Nov. 30, 1995	Major	37.34
Oct. 17, 2003	Major	33.12
Oct. 21, 2003	Major	42.21
Nov. 6, 2006	Major	39.37
Nov. 23, 2017	Major	34.69
Nov. 16, 2021	Major	37.32 (P)

Local FERC Relicensing Flood Risk Reduction Request



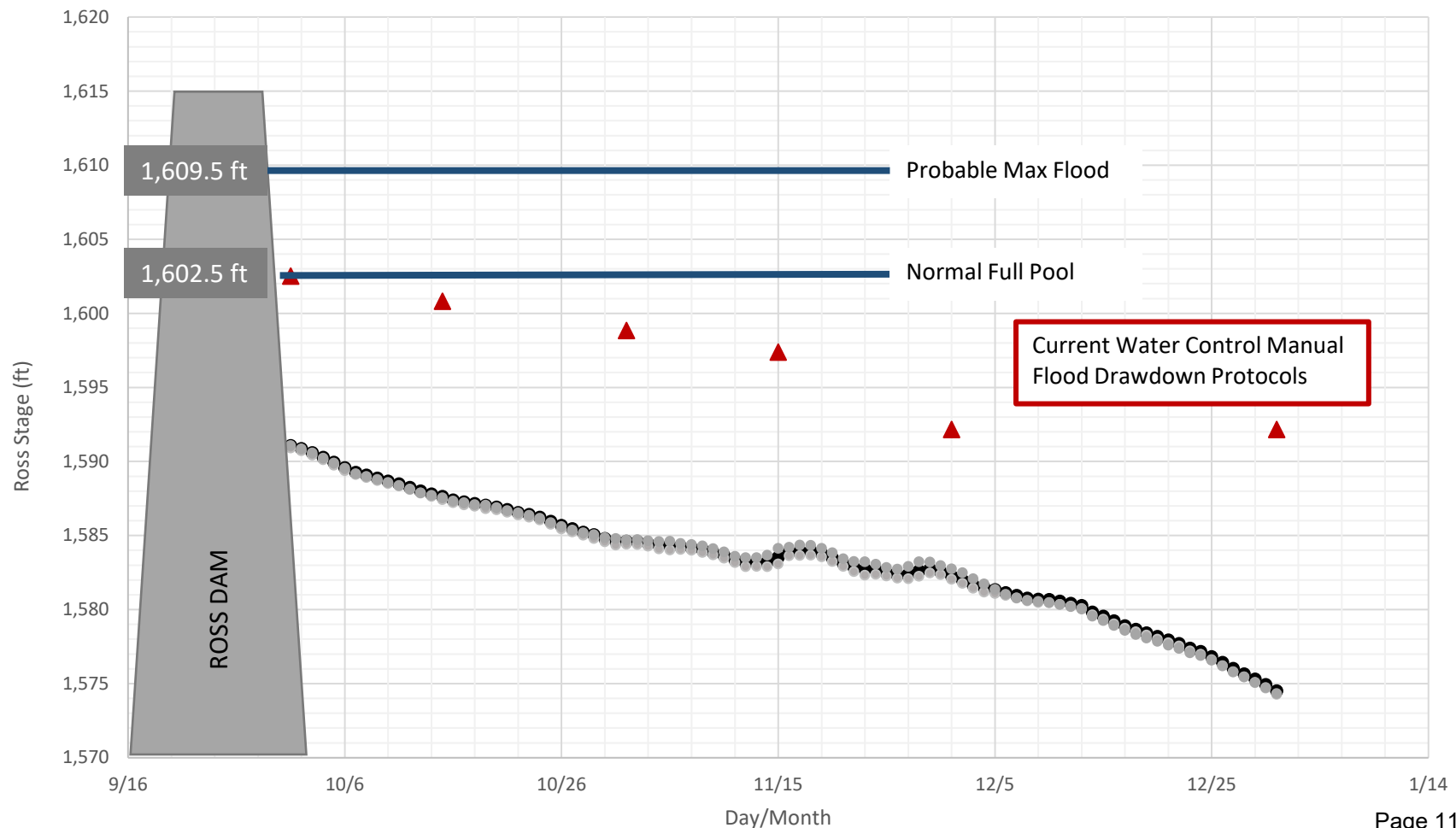
Proposed Alternative Operating Scenario



Local FERC Relicensing Flood Risk Reduction Request



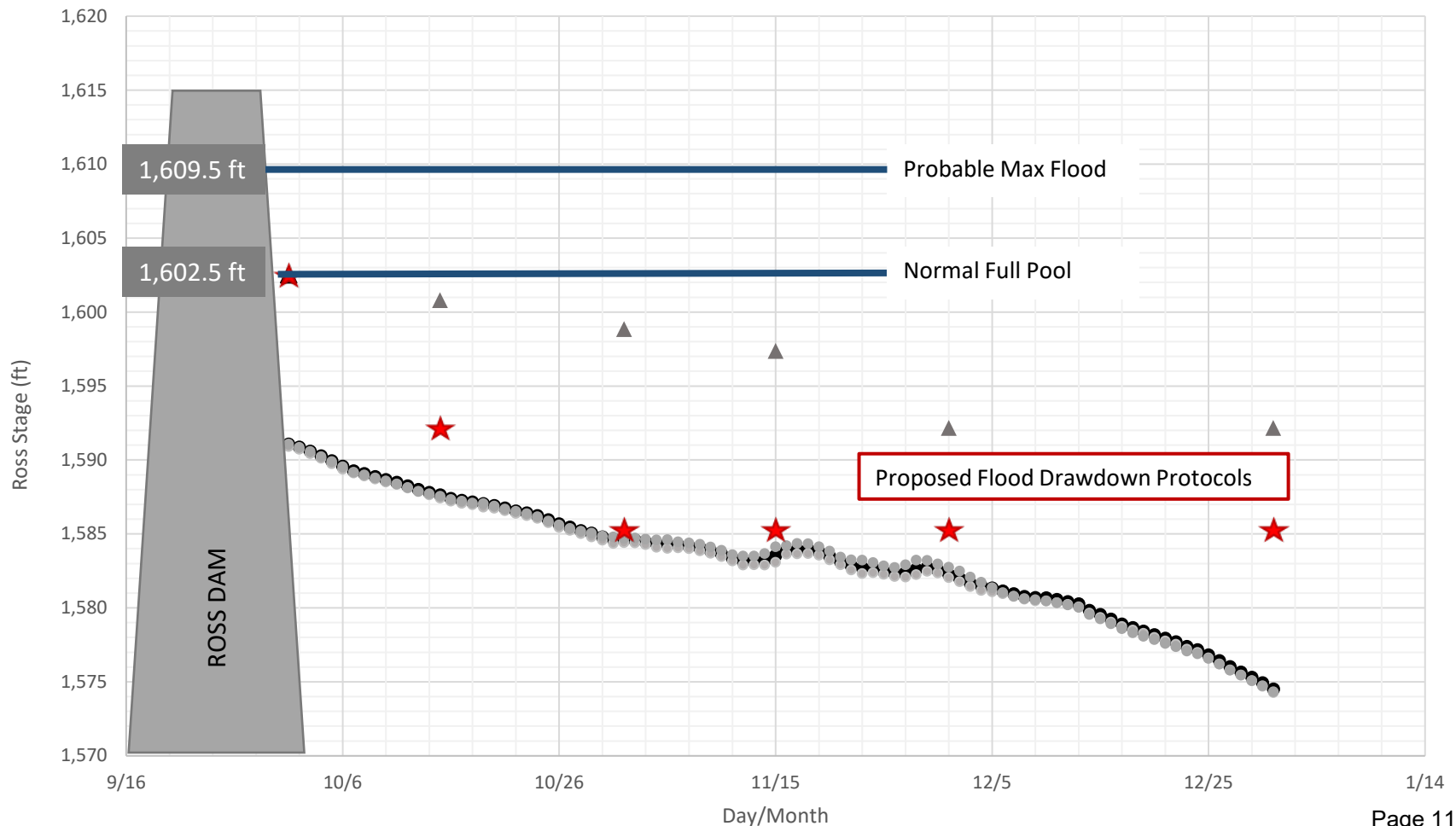
Proposed Alternative Operating Scenario



Skagit County: Comprehensive Flood Risk Management



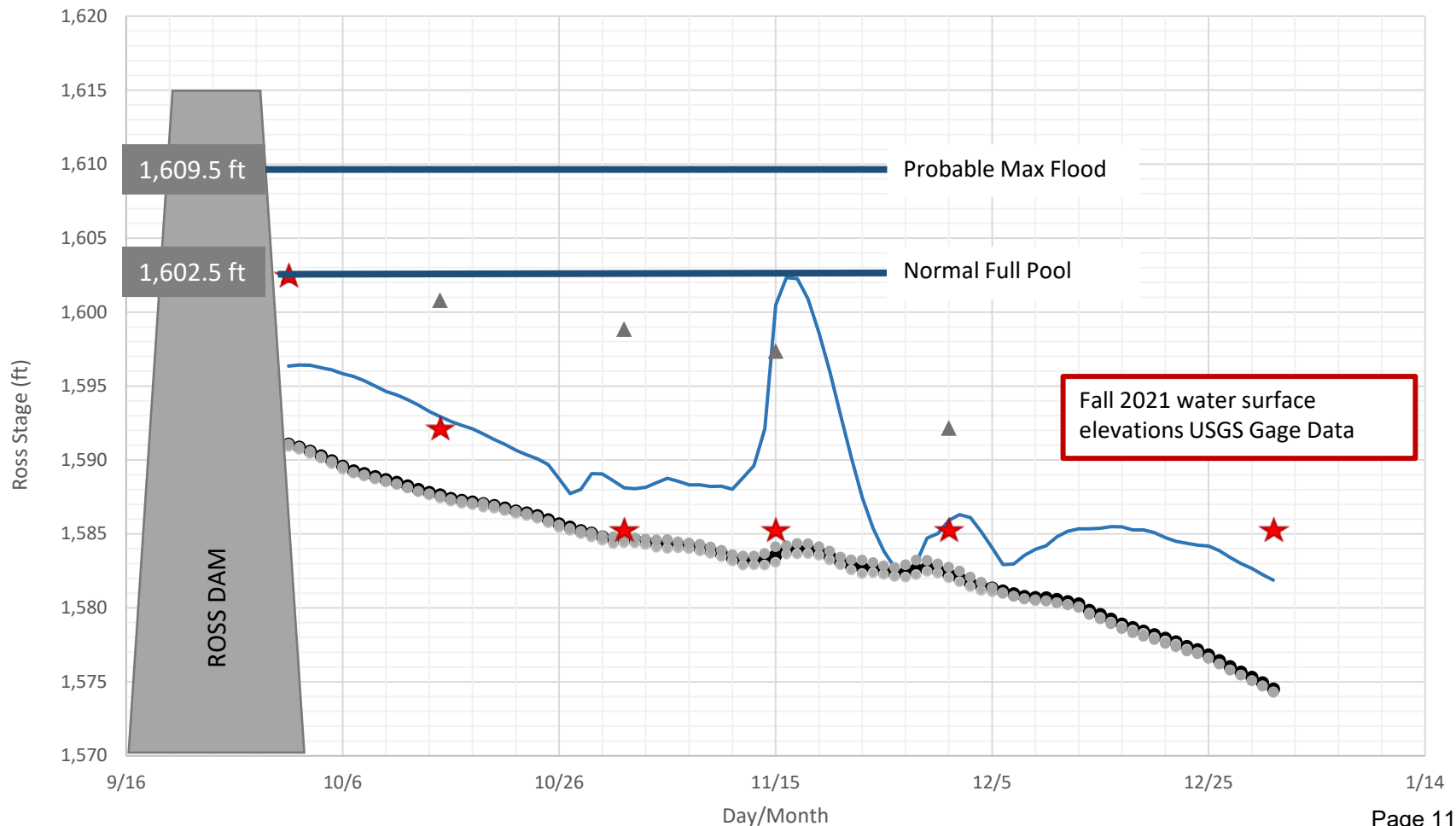
Proposed Alternative Operating Scenario



Local FERC Relicensing Flood Risk Reduction Request



Proposed Alternative Operating Scenario



Local FERC Relicensing Flood Risk Reduction Request

NEXT STEPS

- ❖ SCL files preliminary License Application in December of 2022
- ❖ Local communities members support Skagit County and Skagit Dike District Partnership



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.d.
2023

Agenda Item Title: Resolution 3106: Intent to award Banking Services Contract

Staff Contact(s): STEVE HOGLUND

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

Item Summary: The City issued a Request for Proposals for Banking Services. Two RFP's were received, and after review by the Banking Services Committee, SaviBank came out with the highest score. The staff therefore recommends that Council authorize the Mayor to enter into a contract with SaviBank to provide the City of Anacortes with municipal banking services.

Budget Impact:

Because of the structure of the banking agreement with SaviBank and the daily cash balances the City will keep with the bank, there will likely be no fees charged to the City for the provision of these banking services.

Previous Action: RFP issued 9/21/22; 2 RFP's received 10/28/22; RFP results concluded 11/22/22.

Recommended Motion: I move to approve resolution 3106 authorizing the mayor to enter into an agreement with SaviBank to provide the City of Anacortes municipal banking services.

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

Attachments (listed in order presented):

1. Resolution 3106 intent to bank with Savi

RESOLUTION NO. 3106

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES TO
MOVE CITY BANKING SERVICES TO SAVI BANK**

WHEREAS, The Governmental Finance Officers Association (GFOA) best practices recommend that Request for Proposals (RFPs) for municipal banking services be sought every five years; and

WHEREAS, The City of Anacortes issued such a request in September of 2022, and received two proposals that were both qualified to provide municipal banking services in Washington State; and

WHEREAS, Review of the proposals by City Staff concluded that Savi Bank had the higher ranking out of the two qualified respondents.

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

1. The City hereby selects Savi Bank to provide banking services for the City; and
2. City Council directs City staff to work with Savi Bank to negotiate terms of a banking services agreement, which must be approved by Council at a later date.

**INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
ANACORTES on this 23rd day of January 2023.**

MATTHEW C. MILLER, MAYOR

Approved as to form:

Darcy Swetnam, WSBA #40530
City Attorney

Attest:

Steven D. Hoglund
City Clerk / Treasurer



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.e.
2023

Agenda Item Title: 2022 Year End Finance Update

Staff Contact(s): STEVE HOGLUND

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
STEVE HOGLUND	Staff Report

Item Summary: At year end the financial position across all accounting funds is stable. Sales tax continued to grow, exceeding prior year totals by 9.6%; and due to fee increases in Natural Gas and Electricity, private utility tax increased 7% over 2021 totals. All other revenue and expenditure streams finished the year consistent with expectations.

Budget Impact:
NA

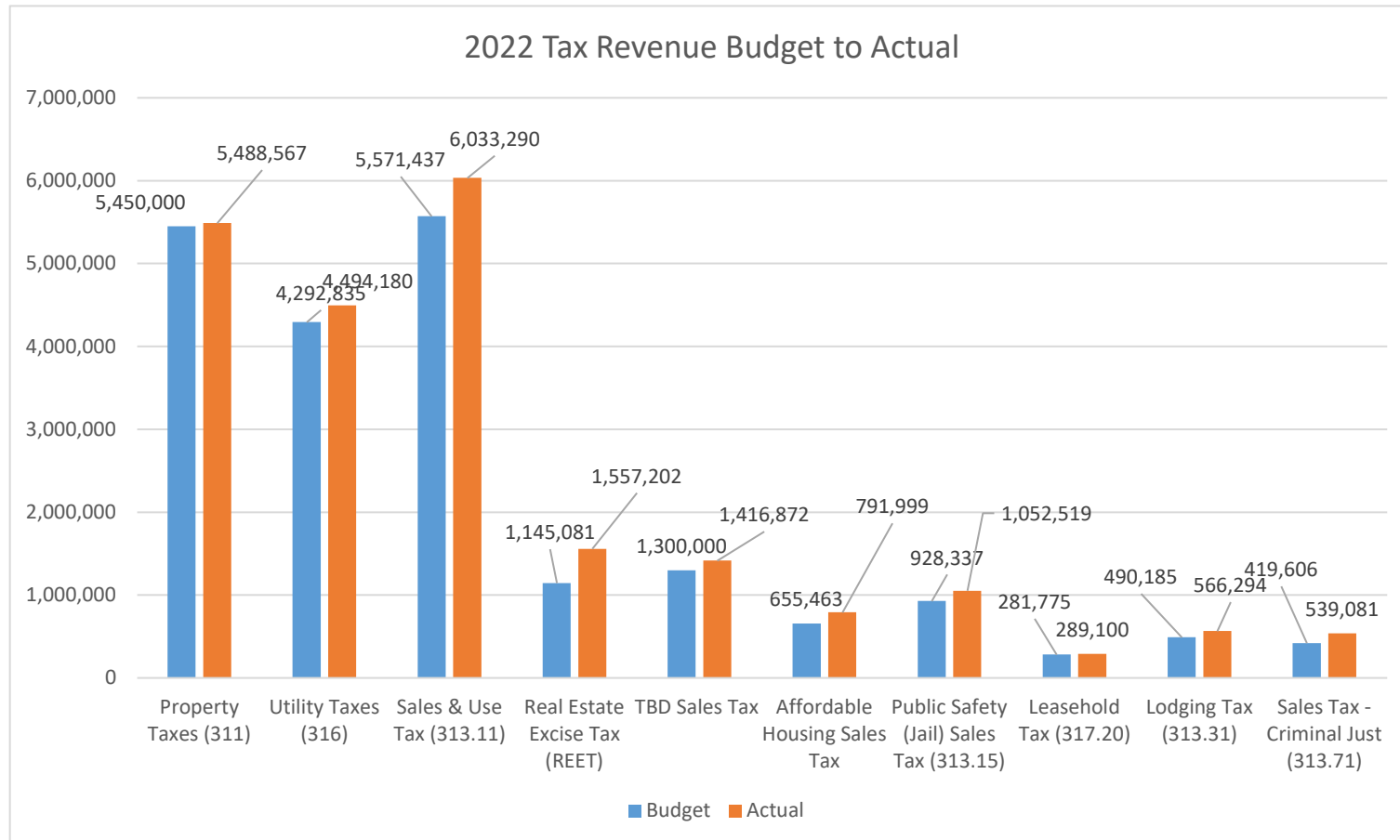
Previous Action: NA

Recommended Motion: NA

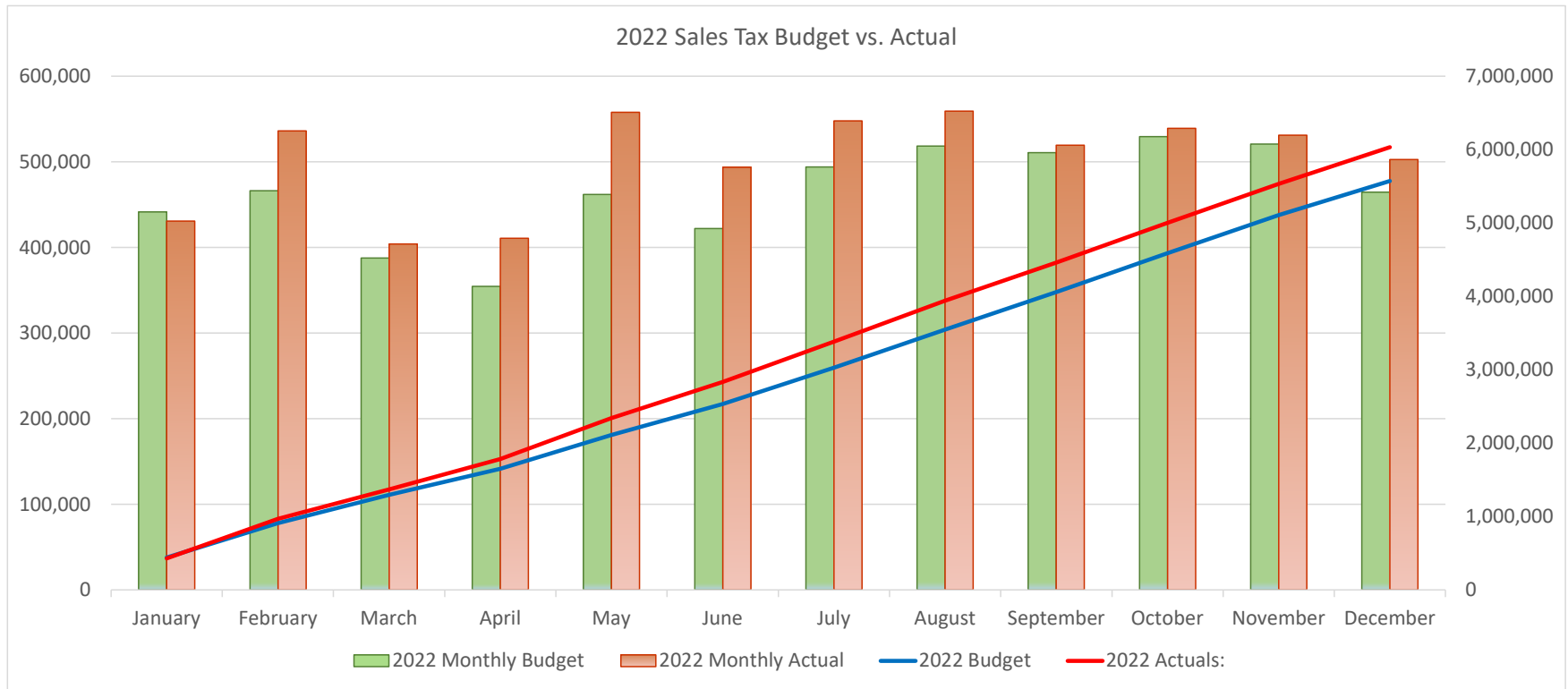
Alternative Actions: NA

Attachments (listed in order presented):

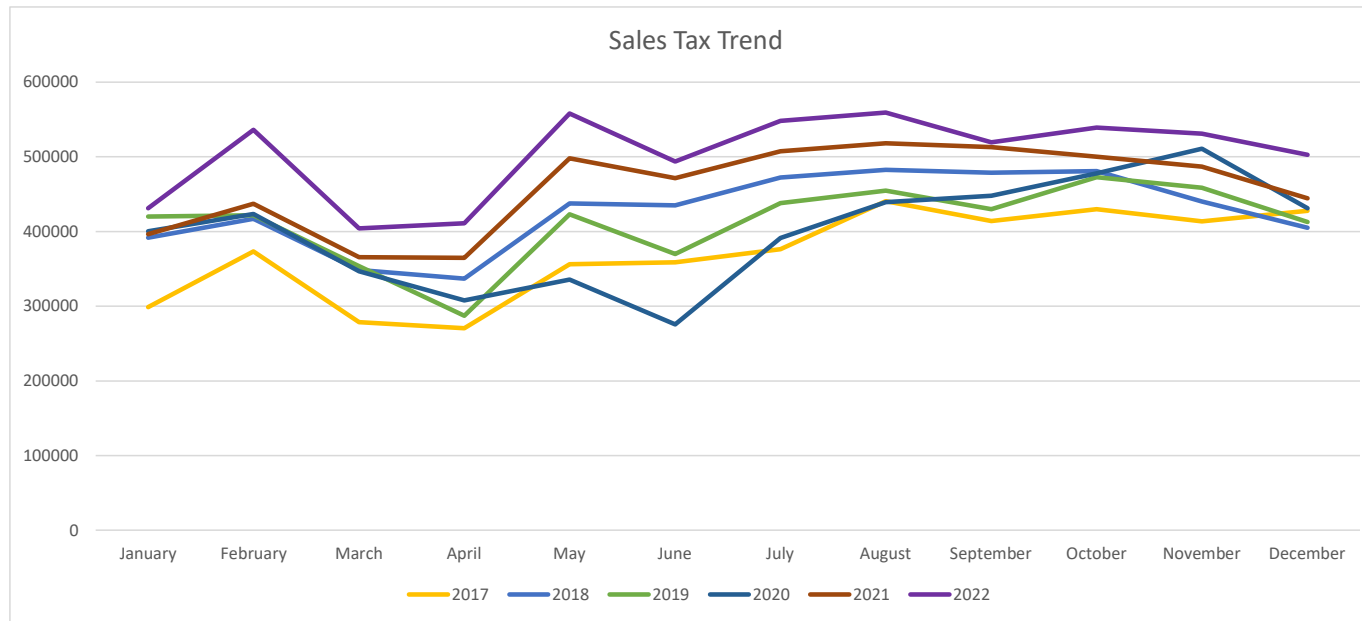
1. Year end Finance update



Taxes	Budget	Actual	December 2022	100.0%
Property Taxes (311)	5,450,000	5,488,567	100.7%	% through the year
Utility Taxes (316)	4,292,835	4,494,180	104.7%	
Sales & Use Tax (313.11)	5,571,437	6,033,290	108.3%	
Real Estate Excise Tax (REET)	1,145,081	1,557,202	136.0%	
TBD Sales Tax	1,300,000	1,416,872	109.0%	
Affordable Housing Sales Tax	655,463	791,999	120.8%	
Public Safety (Jail) Sales Tax (313.15)	928,337	1,052,519	113.4%	
Leasehold Tax (317.20)	281,775	289,100	102.6%	
Lodging Tax (313.31)	490,185	566,294	115.5%	
Sales Tax - Criminal Just (313.71)	419,606	539,081	128.5%	
Totals Taxes:	20,534,719	22,229,103	108.3%	

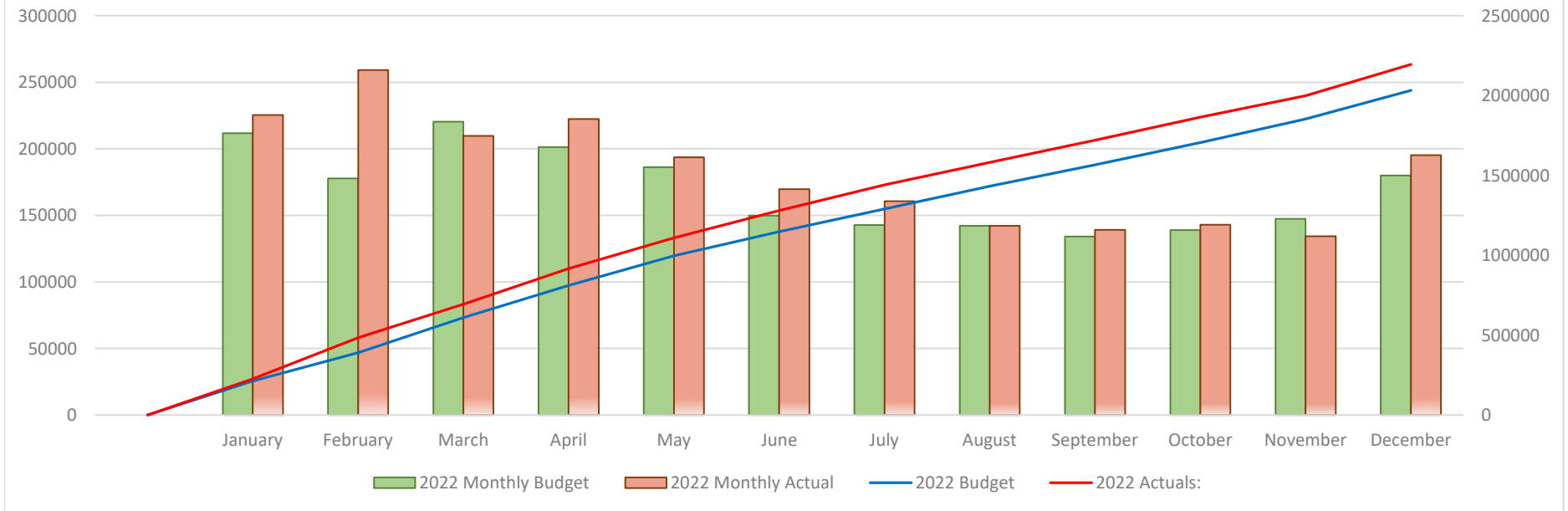


	January	February	March	April	May	June	July	August	September	October	November	December
2022 Budget	441,670	907,770	1,295,589	1,650,004	2,111,855	2,533,865	3,027,982	3,546,245	4,056,811	4,586,307	5,106,977	5,571,437
2022 Actuals:	430,965	967,109	1,371,311	1,782,213	2,340,119	2,833,870	3,381,839	3,941,047	4,460,488	4,999,578	5,530,647	6,033,290
Year to budget amount:	-10,705	59,339	75,722	132,209	228,264	300,006	353,857	394,803	403,678	413,271	423,670	461,853
Year to budget %:	-2.4%	6.5%	5.8%	8.0%	10.8%	11.8%	11.7%	11.1%	10.0%	9.0%	8.3%	8.3%
2022 Monthly Budget	441,670	466,100	387,819	354,415	461,851	422,010	494,117	518,263	510,566	529,496	520,670	464,460
2022 Monthly Actual	430,965	536,144	404,203	410,901	557,907	493,751	547,968	559,209	519,441	539,090	531,069	502,643
Month to budget	-2.4%	15.0%	4.2%	15.9%	20.8%	17.0%	10.9%	7.9%	1.7%	1.8%	2.0%	8.2%
Month to prior year:	8.7%	22.6%	10.6%	12.7%	12.0%	4.7%	8.0%	7.9%	1.2%	7.8%	9.1%	13.1%
2021 Monthly Actual	396,463	437,146	365,464	364,730	498,122	471,508	507,387	518,037	513,138	500,010	486,642	444,329



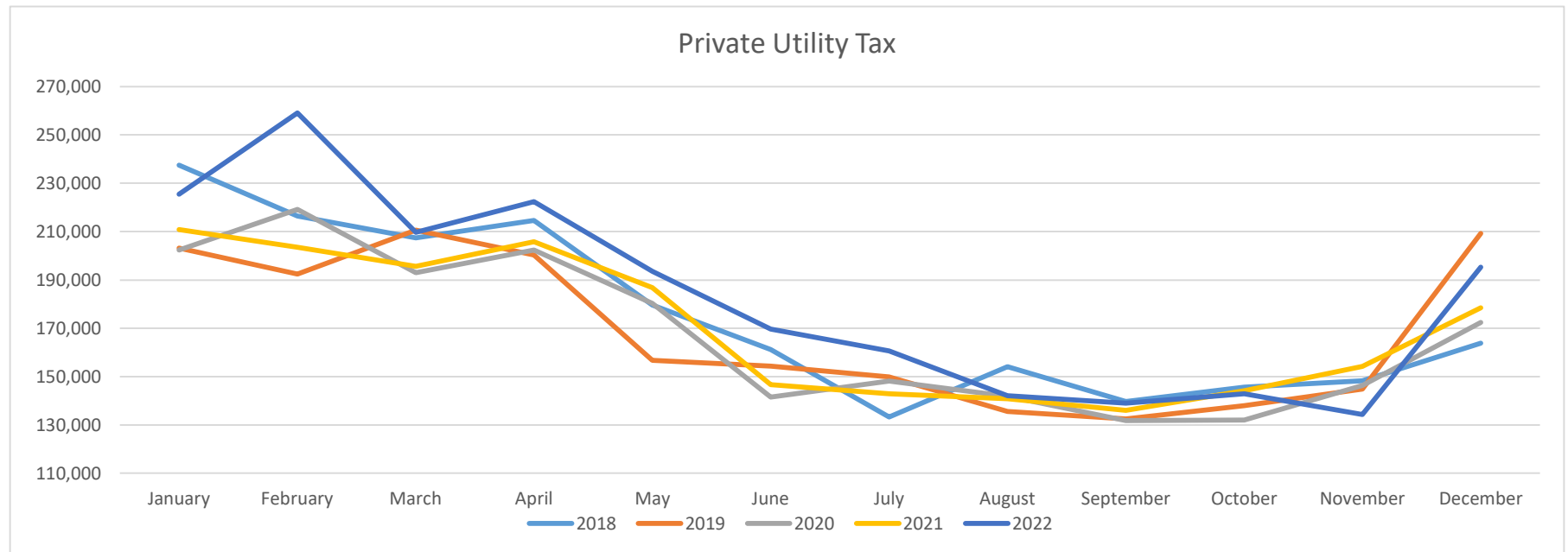
	2017	2018	2019	2020	2021	2022
January	298,921	391,598	420,175	400,099	396,463	430,965
February	373,446	417,159	421,673	423,337	437,146	536,144
March	278,816	348,395	353,636	346,823	365,464	404,203
April	270,333	336,990	287,158	307,729	364,730	410,901
May	356,187	437,549	422,952	335,461	498,122	557,907
June	358,896	435,146	369,676	275,574	471,508	493,751
July	376,437	472,366	437,794	391,368	507,387	547,968
August	440,609	482,490	454,723	439,209	518,037	559,209
September	414,095	478,476	429,701	447,841	513,138	519,441
October	429,664	480,657	472,714	477,759	500,010	539,090
November	413,760	439,992	458,568	510,712	486,642	531,069
December	427,580	405,194	412,861	431,157	444,329	502,643
Total	4,438,743	5,126,010	4,941,631	4,787,068	5,502,976	6,033,290

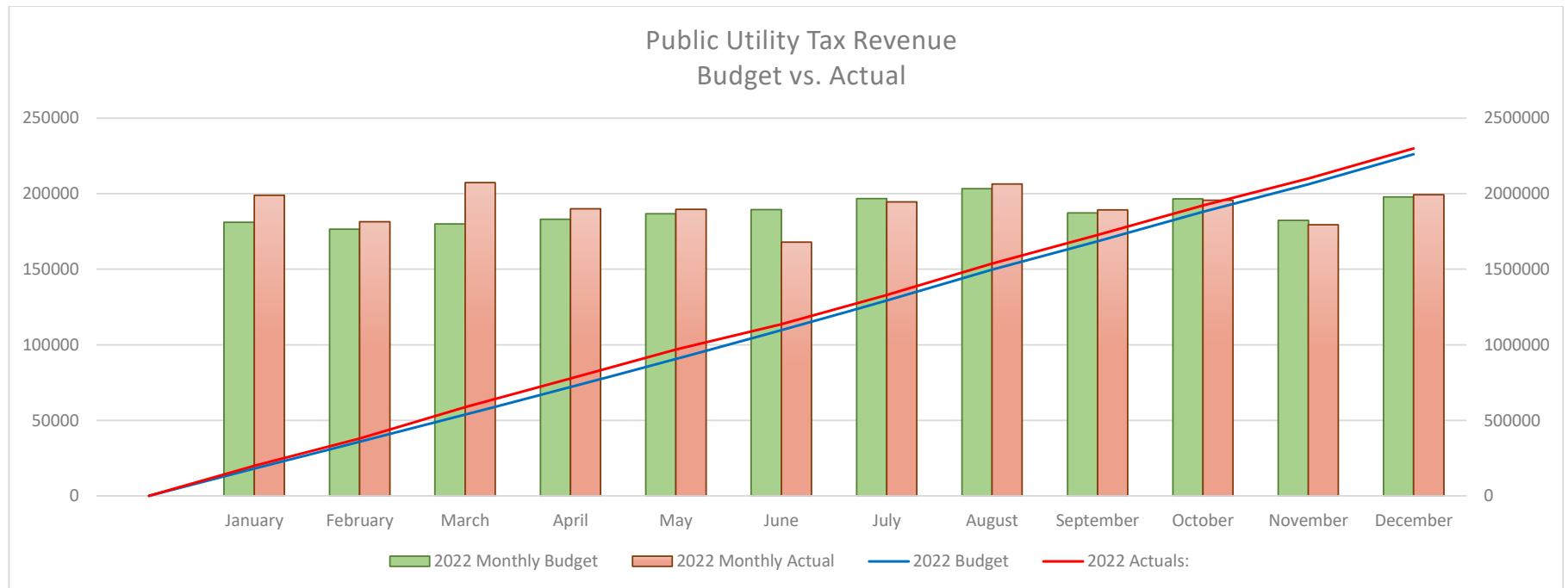
Private Utility Tax Revenue Budget vs. Actual



	January	February	March	April	May	June	July	August	September	October	November	December
2022 Budget	211,813	389,602	610,098	811,397	997,540	1,147,388	1,290,120	1,432,214	1,566,283	1,705,280	1,852,757	2,032,709
2022 Actuals:	225,393	484,492	694,093	916,402	1,110,026	1,279,768	1,440,440	1,582,608	1,721,677	1,864,593	1,998,897	2,194,197
YTD BVA	13,580	94,890	83,995	105,005	112,486	132,380	150,321	150,394	155,394	159,313	146,140	161,488
Year to budget:	6.4%	24.4%	13.8%	12.9%	11.3%	11.5%	11.7%	10.5%	9.9%	9.3%	7.9%	7.9%
2022 Monthly Budget	211,813	177,789	220,496	201,298	186,143	149,848	142,732	142,094	134,069	138,997	147,477	179,952
2022 Monthly Actual	225,393	259,099	209,601	222,309	193,623	169,743	160,672	142,167	139,069	142,916	134,304	195,300
Month % change:	6.9%	27.3%	7.1%	8.0%	3.6%	15.7%	12.4%	0.9%	2.3%	-0.9%	-13.0%	9.4%
2021 Total:	210,833	203,490	195,627	205,790	186,862	146,662	142,908	140,856	135,977	144,220	154,306	178,539

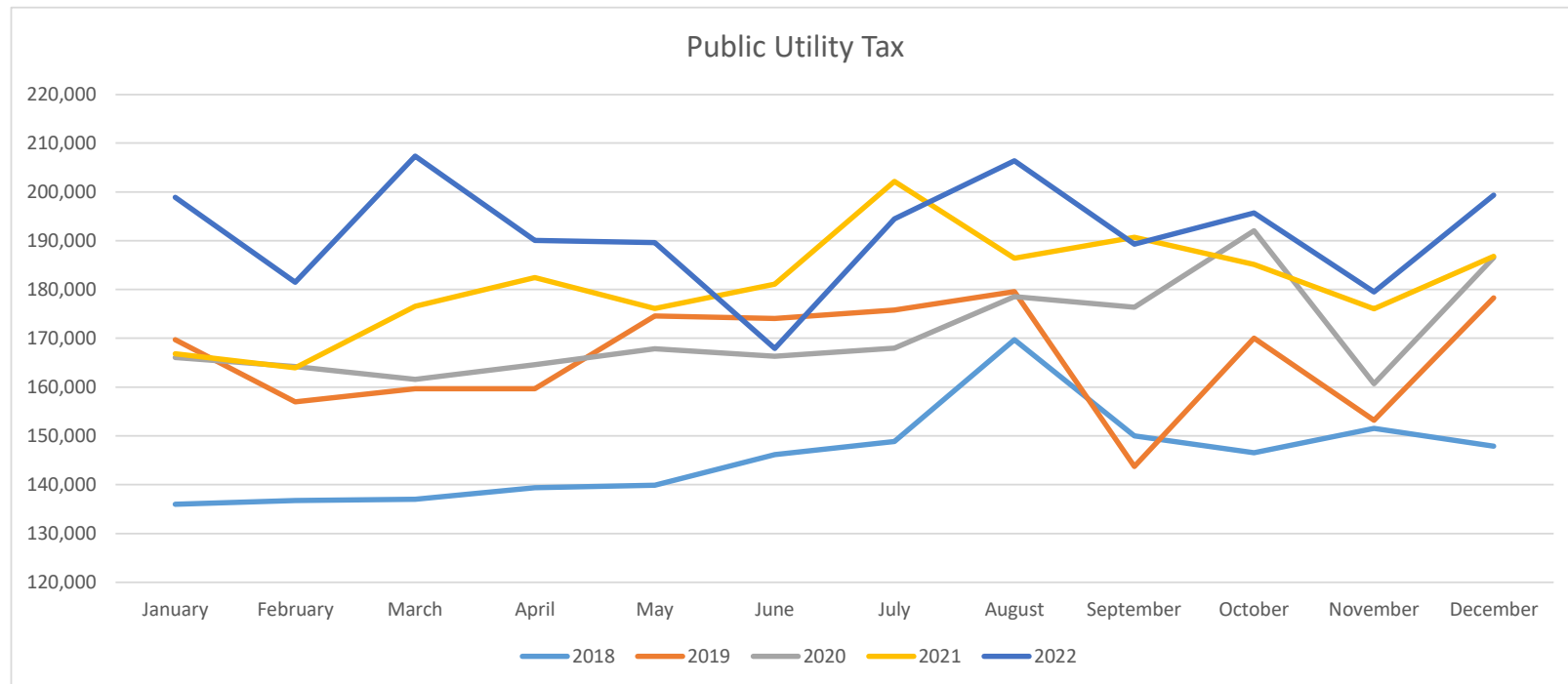
	2018	2019	2020	2021	2022
January	237,503	203,068	202,313	210,833	225,393
February	216,387	192,484	219,178	203,490	259,099
March	207,311	210,623	193,011	195,627	209,601
April	214,587	200,246	202,350	205,790	222,309
May	179,620	156,765	180,309	186,862	193,623
June	161,189	154,311	141,553	146,662	169,743
July	133,295	149,919	148,136	142,908	160,672
August	154,113	135,620	141,887	140,856	142,167
September	139,734	132,439	131,839	135,977	139,069
October	145,677	137,959	132,075	144,220	142,916
November	148,286	144,836	146,404	154,306	134,304
December	163,852	209,136	172,431	178,539	195,300
	2,101,552	2,027,405	2,011,485	2,046,070	2,194,197
Jan - Dec:	1,937,700	1,818,269	1,839,054	1,867,531	1,998,897
change to prior year		-6.2%	1.1%	1.5%	7.0%





	January	February	March	April	May	June	July	August	September	October	November	December
2022 Budget	181,078	357,523	537,364	720,337	906,951	1,096,322	1,292,995	1,496,284	1,683,574	1,880,065	2,062,414	2,260,126
2022 Actuals:	198,864	380,360	587,727	777,778	967,388	1,135,306	1,329,811	1,536,162	1,725,447	1,921,166	2,100,663	2,299,983
Year to budget:	9.8%	6.4%	9.4%	8.0%	6.7%	3.6%	2.8%	2.7%	2.5%	2.2%	1.9%	1.8%
2022 Monthly Budget	181,078	176,446	179,841	182,972	186,614	189,370	196,674	203,289	187,289	196,491	182,349	197,712
2022 Monthly Actual	198,864	181,496	207,367	190,051	189,610	167,918	194,505	206,351	189,285	195,719	179,497	199,320
Month % change:	19.2%	10.7%	17.4%	4.2%	7.7%	-7.3%	-3.8%	10.7%	-0.7%	5.7%	2.0%	6.7%
2021 Total:	166,845	163,954	176,574	182,475	176,085	181,104	202,195	186,416	190,675	185,113	176,047	186,811

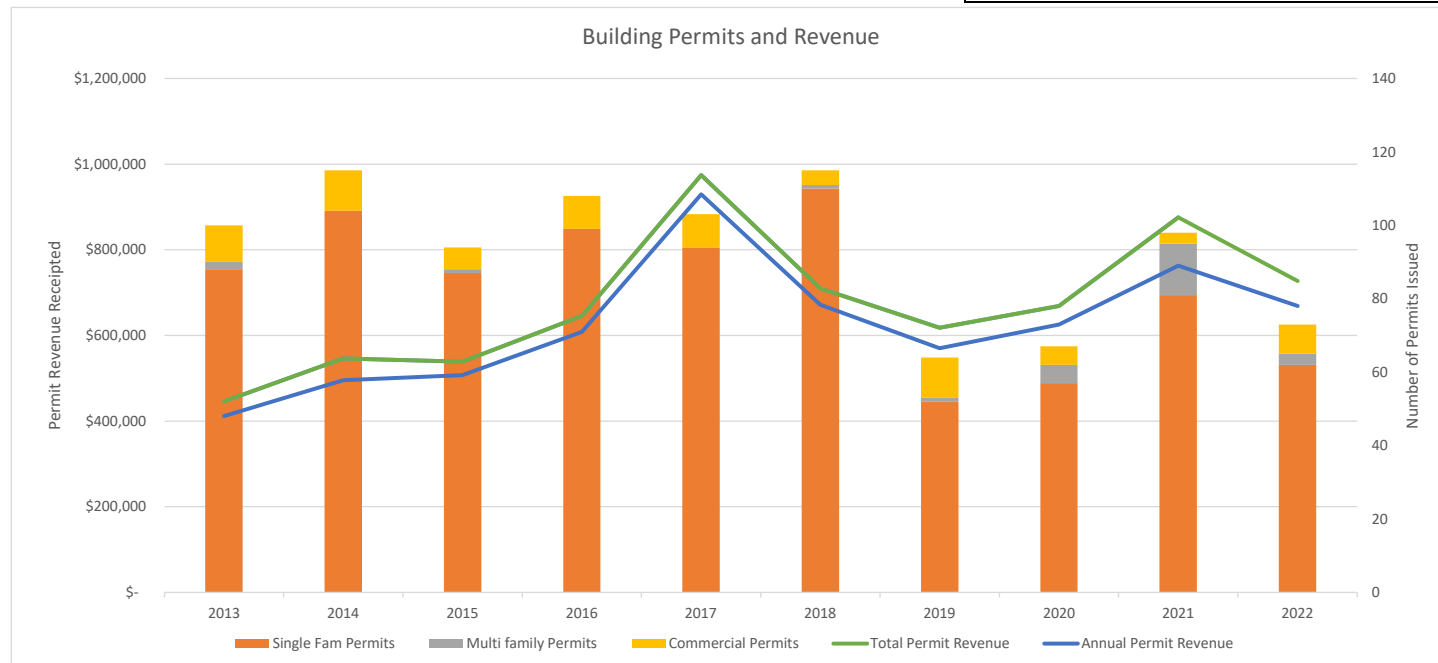
	2018	2019	2020	2021	2022	
January	136,012	169,706	166,039	166,845	198,864	19.2%
February	136,725	156,981	164,195	163,954	181,496	10.7%
March	136,985	159,656	161,558	176,574	207,367	17.4%
April	139,355	159,659	164,608	182,475	190,051	4.2%
May	139,902	174,565	167,864	176,085	189,610	7.7%
June	146,134	174,048	166,318	181,104	167,918	-7.3%
July	148,868	175,780	167,981	202,195	194,505	-3.8%
August	169,702	179,595	178,523	186,416	206,351	10.7%
September	150,015	143,733	176,387	190,675	189,285	-0.7%
October	146,576	170,022	192,061	185,113	195,719	5.7%
November	151,565	153,202	160,687	176,047	179,497	2.0%
December	147,917	178,279	186,553	186,811	199,320	6.7%
	1,749,757	1,995,225	2,052,775	2,174,294	2,299,983	
Jan - Dec	1,450,275	1,663,744	1,705,535	1,811,436	1,921,166	
change to prior year		14.7%	2.5%	6.2%	6.1%	

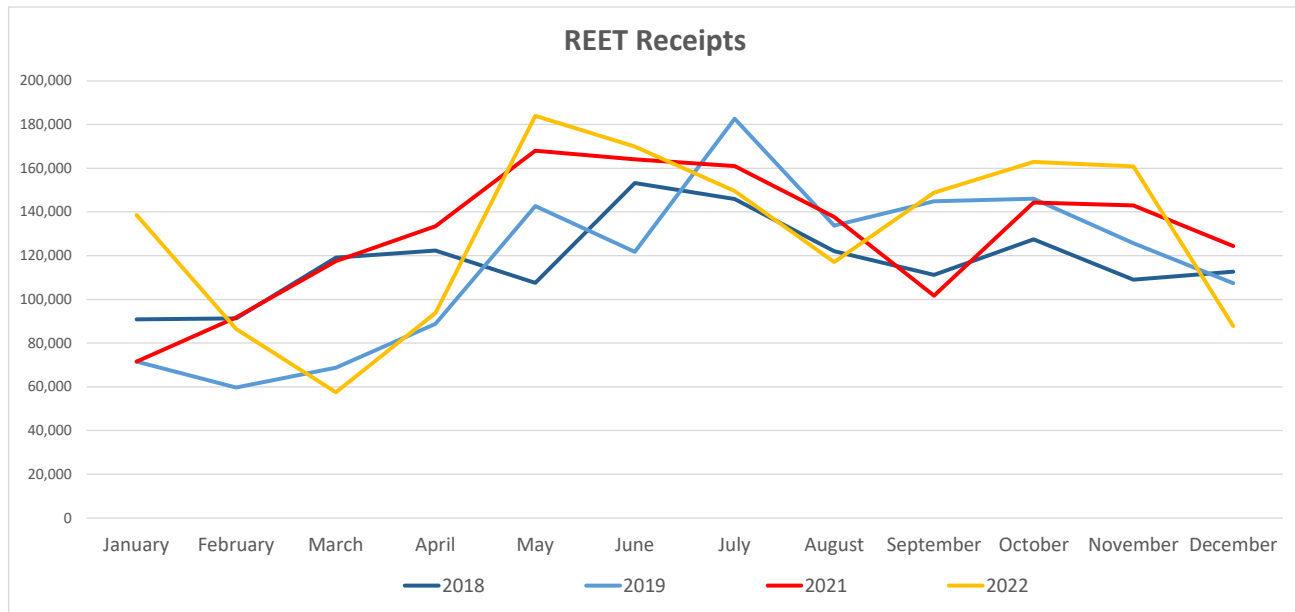


BUILDING PERMIT REVENUES

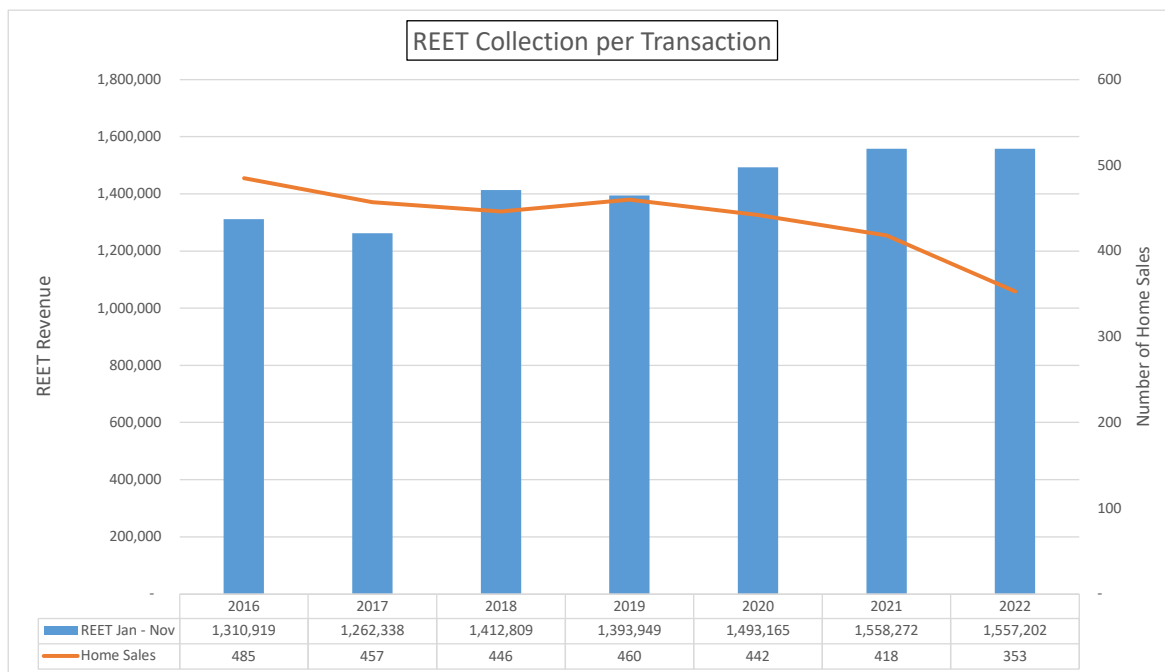
Year	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
January	28,841	32,823	42,370	40,543	37,646	50,909	49,435	30,146	22,012	38,269
February	27,298	35,500	37,608	59,400	22,296	36,824	23,424	58,146	41,759	57,673
March	43,193	54,017	46,117	62,836	417,281	97,950	17,289	67,837	63,770	32,869
April	29,932	61,243	90,131	66,401	70,171	49,316	102,494	70,047	104,849	129,174
May	54,417	26,370	39,880	91,587	76,816	51,462	52,645	42,837	55,790	82,518
June	46,064	51,989	62,135	69,296	68,217	80,324	51,172	54,137	46,659	64,311
July	31,586	47,646	37,835	49,642	71,066	56,868	57,444	70,663	138,206	76,644
August	57,429	48,008	55,805	64,252	60,555	99,921	88,115	31,103	75,823	71,803
September	32,946	58,395	19,478	32,719	19,003	77,574	29,884	30,517	84,851	26,269
October	39,243	44,476	26,812	38,917	47,880	32,541	52,695	128,550	88,917	42,844
November	20,680	34,684	49,130	32,710	38,720	37,865	45,641	41,113	40,027	46,428
December	34,675	51,321	31,718	37,582	44,698	38,436	47,794	43,363	112,925	58,223
Total Permit Revenue	\$ 446,305	\$ 546,473	\$ 539,019	\$ 645,884	\$ 974,350	\$ 709,990	\$ 618,031	\$ 668,460	\$ 875,589	\$ 727,025
Annual Permit Revenue	\$ 411,630	\$ 495,152	\$ 507,301	\$ 608,303	\$ 929,652	\$ 671,554	\$ 570,237	\$ 625,097	\$ 762,664	\$ 668,802
Single Fam Permits	88	104	87	99	94	110	52	57	81	62
Multi family Permits	2	0	1	0	0	1	1	5	14	3
Commercial Permits	10	11	6	9	9	4	11	5	3	8
	100	115	94	108	103	115	64	67	98	73

Jan - Dec	2022	2021	2020
Type of Construction			
Single family res	62	81	57
Multi family resic	3	14	5
Commercial	8	3	5
	73	98	67



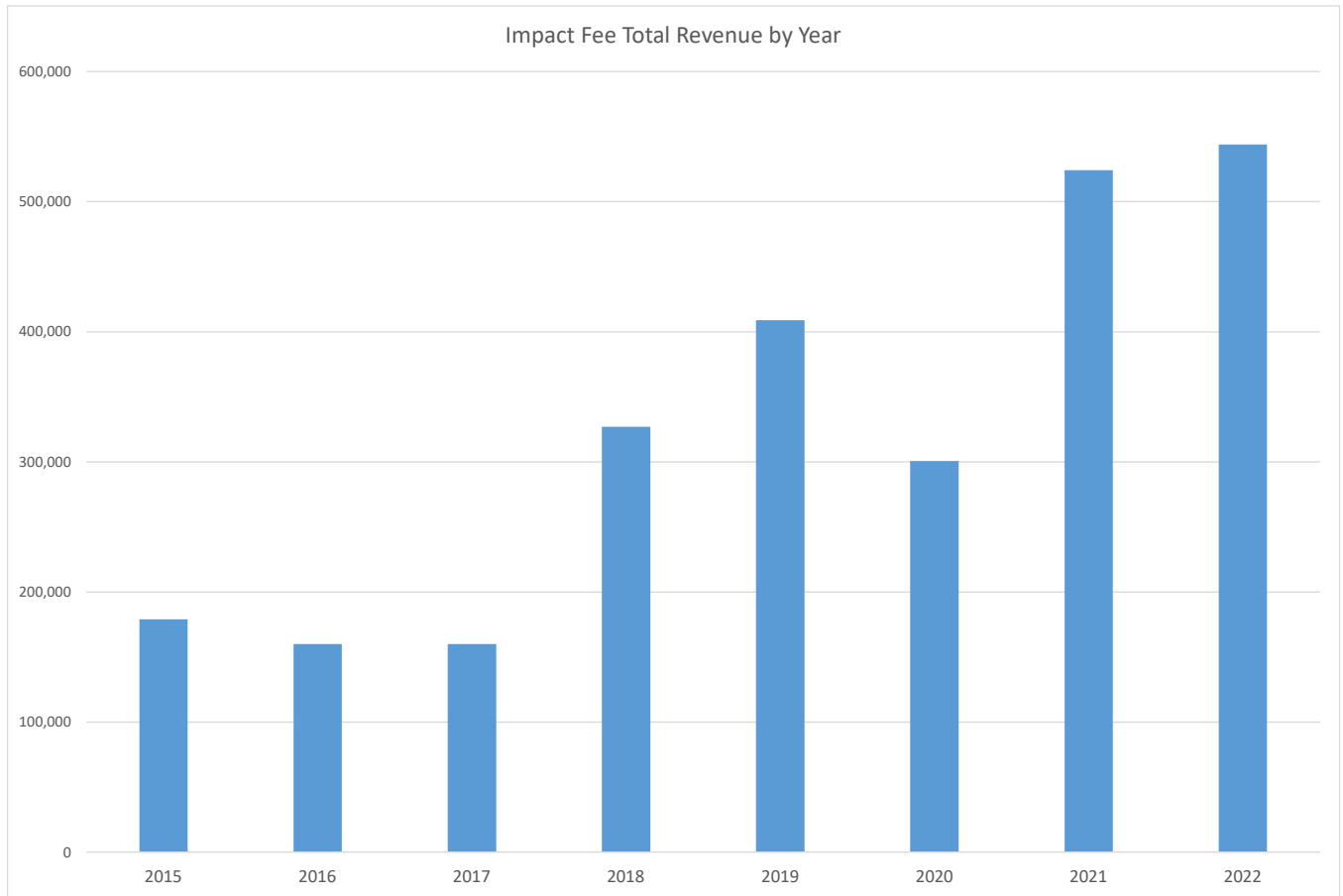


REET Receipts by Month	2016	2017	2018	2019	2020	2021	2022
January	90,785	108,345	90,855	71,476	149,648	71,592	138,615
February	41,788	83,871	91,344	59,737	68,822	91,741	86,421
March	52,085	71,546	119,086	68,816	76,264	117,446	57,470
April	100,310	113,091	122,262	88,848	109,995	133,383	93,814
May	128,959	105,290	107,540	142,701	68,237	168,108	184,069
June	132,996	124,195	153,339	121,806	110,834	164,075	169,907
July	121,693	158,342	145,919	182,759	142,306	160,909	149,603
August	157,115	119,278	121,977	133,793	150,709	137,646	117,069
September	111,482	89,402	111,249	144,927	166,527	101,680	148,809
October	142,738	107,915	127,479	145,979	136,495	144,241	162,833
November	122,623	100,151	109,063	125,671	164,106	143,035	160,857
December	108,345	80,913	112,696	107,435	149,223	124,416	87,736
Total:	1,310,919	1,262,338	1,412,809	1,393,949	1,493,165	1,558,272	1,557,202



	2016	2017	2018	2019	2020	2021	2022
REET Jan - Nov	1,310,919	1,262,338	1,412,809	1,393,949	1,493,165	1,558,272	1,557,202
Home Sales Jan-Nov	485	457	446	460	442	418	353
REET per Sale	2,703	2,762	3,168	3,030	3,378	3,728	4,411

353 is the lowest number of annual home sales since 2013, when it was 345



Impact Fee Receipts by Month

	2015	2016	2017	2018	2019	2020	2021	2022	Change 2020 to 2021
Total:	179,102	160,143	160,144	327,006	408,824	300,756	524,323	544,061	3.8%
	12/31/2022 Cash Cash Balance	Projected Revenue	Budgeted Use 200,000			32nd & M (Match)	Streets 200,000	Parks	Fire
Streets	722,063		-						
Parks	146,211		-						
Fire	342,945						200,000	-	-

CITY OF ANACORTES

ALL FUNDS

Revenues/Expenditures

January - December 2022

		2022	Year to date		
		Adj Budget	Actuals	100.0%	
001	GENERAL FUND				
	Revenue	30,743,219	20,468,692	67%	
	Expenditure	30,743,219	23,028,345	75%	
	Difference	0.00	-2,559,653		
101	PARK & RECREATION				
	Revenue	2,221,368	2,396,975	108%	
	Expenditure	2,221,368	2,261,191	102%	4Q BA
	Difference	0.00	135,784		
102	CEMETERY				
	Revenue	249,338	264,117	106%	
	Expenditure	249,338	268,841	108%	4Q BA
	Difference	0.00	-4,724		
103	LIBRARY				
	Revenue	1,695,791	1,700,540	100%	
	Expenditure	1,695,791	1,611,938	95%	
	Difference	0.00	88,602		
104	STREET MAINTENANCE				
	Revenue	3,097,003	2,208,257	71%	
	Expenditure	3,097,003	1,979,113	64%	
	Difference	0.00	229,144		
105	STREET CONSTRUCTION				
	Revenue	3,138,013	1,146,337	37%	
	Expenditure	3,138,013	1,207,963	38%	
	Difference	0.00	-61,626		
107	WASHINGTON PARK				
	Revenue	245,844	365,091	149%	
	Expenditure	245,844	265,067	108%	4Q BA
	Difference	0.00	100,024		
108	PARKS CAPITAL				
	Revenue	1,770,000	133,362	8%	
	Expenditure	1,770,000	196,783		
	Difference	0.00	-63,421		
109	AFFORDABLE HOUSING				
	Revenue	655,463	791,999	121%	
	Expenditure	655,463	729,972		
	Difference	0.00	62,028		
110	AMBULANCE FUND				
	Revenue	4,980,815	5,921,359	119%	
	Expenditure	4,980,815	5,545,884	111%	4Q BA
	Difference	0.00	375,475		

CITY OF ANACORTES

ALL FUNDS

Revenues/Expenditures

January - December 2022

	2022	Year to date		
	Adj Budget	Actuals	100.0%	
112 DEVELOPMENT IMPACT FEES				
Revenue	326,000	447,744		
Expenditure	326,000	0		
Difference	0.00	447,744		
113 ACFL MANAGEMENT FUND				
Revenue	81,355	7,151	9%	
Expenditure	81,355	63,510	78%	
Difference	0.00	-56,359		
135 LODGING TAX				
Revenue	490,328	581,767	119%	
Expenditure	490,328	483,856	99%	
Difference	0.00	97,911		
335 REET				
Revenue	2,494,750	1,601,237	64%	
Expenditure	2,494,750	0	0%	
Difference	0.00	1,601,237		
401 WATER				Dec = 100.00%
Revenue	20,495,077	23,126,758	113%	Chgs budg 11,543,098
Expenditure	20,495,077	13,097,228	64%	Actuals: 12,496,992
Difference	0.00	10,029,530		% collected: 108%
440 SEWER				
Revenue	30,098,447	8,864,050	29%	Chgs budg 7,073,754
Expenditure	30,098,447	8,972,963	30%	Actuals: 7,339,275
Difference	0.00	-108,912		% collected: 104%
445 STORM DRAIN				
Revenue	1,640,209	2,020,861	123%	Chgs budg 1,828,059
Expenditure	1,640,209	1,346,656	82%	Actuals: 1,910,571
Difference	0.00	674,205		% collected: 105%
450 SANITATION				
Revenue	5,361,126	5,448,446	102%	4Q BA
Expenditure	5,361,126	5,484,915	102%	
Difference	0.00	-36,469		
501 EQUIPMENT RENTAL FUND				
Revenue	2,877,311	2,890,066	100%	
Expenditure	2,877,311	2,172,886	76%	
Difference	0.00	717,180		
611 FIREMEN'S PENSION FUND				
Revenue	46,257	33,787	73%	
Expenditure	46,257	50,149	108%	
Difference	0.00	-16,362		



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.f.
2023

Agenda Item Title: Ordinance 4040: 2022 Year End Budget Amendment

Staff Contact(s): STEVE HOGLUND

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

Item Summary: There were several funds at year end that are in an overbudget condition, due to routine transactions that were not unexpected. Several funds, including Parks, Cemetery, Washington Park, and EMS, whose actual expenses exceeded Wages Budget due to bargaining agreement wage increases that were implemented after the budget was adopted. In EMS fund ambulance billings were higher than budgeted resulting in higher uncollectible account expense. In the Solid Waste Fund the growth in utility service costs for processing solid waste, recycling, and organics, was higher than expected at the time of budget development. All budget increases can be accommodated with existing departmental fund balance.

Budget Impact:
1,022,251

Previous Action: Adopting ordinance [4000](#), adjusting ordinances [4018](#), [4026](#), and [4038](#).

Recommended Motion: I move to approve ordinance 4040 amending the 2022 budget.

Alternative Actions: Don't approve budget amendment.

Attachments (listed in order presented):

1. 4Q BA Ord 4040

ORDINANCE 4040

AN ORDINANCE AMENDING ORDINANCE NO. 4000 ADOPTED ON DECEMBER 13, 2021, ENTITLED "AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES AND USES FOR THE YEAR 2022"

WHEREAS, Ordinance 4000 was adopted on December 13, 2021 that established the annual budget for fiscal year 2022, and

WHEREAS, At the time of budget development of the 2022 budget there were several Collective Bargaining Agreements (CBA's) that were in the process of negotiation, and as those negotiations were active and unsettled there wasn't a COLA assumed for the City staff covered by those CBA's, and those CBA's were not settled until well into the 2022 budget year and the negotiated COLA was not incorporated into the Wage Budget, causing many Wages budget lines to run over budget, and

WHEREAS, While some departmental budgets experienced overbudget wage conditions several of them were able to manage that condition through other budget areas and end the year within budget at the department level, however some departments were not able to accommodate those overbudget conditions and require a budget amendment, and

WHEREAS, The Parks and Rec department experienced such a budget condition for wages requiring a budget amendment, as well as experiencing significantly increased utility costs that were not anticipated at the time of budget development, and

WHEREAS, The main Cemetery road required repaving which was not anticipated at the time of budget development, as well as suffering significant utility cost increases, and

WHEREAS, In the wage budget issued described above Washington Park experienced increased park usage along with increased utility costs causing an overbudget condition, and

WHEREAS, The Affordable Housing sales tax is collected into fund 109 and disbursed back out to support the Anacortes Housing Authority and Anacortes Family Center affordable housing projects, and sales tax receipts have been higher than anticipated at the time of budget development creating an overbudget condition, and

WHEREAS, The EMS department was one of the funds that experienced an overbudget condition from the wage increases implemented through the negotiated CBA process, and additionally the number of ambulance transport billings was higher than anticipated during budget development caused a higher amount of uncollectable transport billings that are budgeted as miscellaneous expense, and

WHEREAS, The cost of processing solid waste and other commercial and residential disposal has increased at a higher rate than anticipated during budget development, causing an over budget condition, and additionally additional dumpsters were needed to be purchased during the year than initially thought during budget development.

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

Section 1. Ordinance No. 4000 dated December 13, 2021 adopting the Budget for all Municipal purposes and Uses for the fiscal year 2022 is hereby amended to reflect the aforementioned revisions to expenditures and revenues in the following areas:

BARS #	Description	Expense (DR)	Revenue (CR)
101.410.571.00.10	Wages	5,000	
101.410.576.80.10	Wages	6,000	
101.410.576.90.10	Wages	25,000	
101.410.576.80.47	Utility Services	25,000	
101.410.576.80.47	Utility Services	6,000	
101.410.308.90.00	Unassigned Fund Balance		67,000
102.430.536.00.31	Supplies	24,000	
102.430.536.00.47	Utility Services	17,000	
102.430.308.90.00	Unassigned Fund Balance		41,000
107.410.576.30.10	Wages	14,000	
107.410.576.30.47	Utility Services	10,000	
107.410.308.90.00	Unassigned Fund Balance		24,000
109.000.551.00.41	Professional Services	75,000	
109.000.313.25.00	Housing and Related Service		75,000
110.320.522.70.10	Salaries & Wages	180,000	
110.320.522.70.12	Overtime	50,000	
110.320.522.70.49	Miscellaneous Write offs	389,028	
110.320.522.71.49	Miscellaneous Write offs GEMT	55,223	
110.320.308.90.00	Unassigned Fund Balance		674,251
450.780.537.20.47	Utility Services	210,000	
450.780.594.37.60	Capital Outlays	16,000	
450.780.343.70.00	Charges for Service		226,000
		1,107,251	1,107,251

Section 2. Effective date. This Ordinance shall take effect from and after five (5) days after its passage and publication, as required by law.

PASSED AND APPROVED THIS 23rd day of January 2023.

CITY OF ANACORTES, WASHINGTON

BY: _____
Matt Miller, Mayor

ATTEST:

(Corporate Seal)

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

Darcy Swetnam, WSBA #40530
City Attorney



City Council Agenda Bill

Meeting Date: January 23, **Agenda Item:** 7.g.
2023

Agenda Item Title: Ordinance 4035: Amending Chapter 10.12

Staff Contact(s): DARCY SWETNAM, DAVE FLOYD

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

Item Summary: This Ordinance has been reviewed by Council previously, when it was determined that additional work needs to happen to work through parking issues. While those additional issues are being resolved, staff recommend adopting the enclosed ordinance to simply change the penalties for violation of Article I of Chapter 10.12 from a misdemeanor to a class 2 civil infraction. This will allow the Anacortes Police Department to more appropriately take enforcement action for violations of the current code while work is ongoing on the substantive parking requirements.

Budget Impact:
N/A

Previous Action: Council considered this ordinance on [November 21, 2022](#) and [December 5, 2022](#).

Recommended Motion: I move we adopt Ordinance 4035 amending Section 10.12.060 AMC to reduce penalties for violations of Article 1 of Chapter 10.12 from a misdemeanor to a class 2 civil infraction.

Alternative Actions: Wait to update.

Attachments (listed in order presented):
1. 230123 - Ord 4035 - Parking Penalty Ordinance

Ordinance No. 4035

An Ordinance Amending AMC Chapter 10.12 to Change Penalties for Violations of Article I

Whereas the City Council desires to improve the regulation of parking throughout the City;

Whereas the current penalty for violating parking regulations found in Article I of Chapter 10.12 is a misdemeanor, which the Anacortes Police Department and City Attorney recommend changing to a class 2 civil infraction to be consistent with other similar violations;

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

Section 1. AMC 10.12.060, Penalty, is revised to read as follows:

10.12.060 Penalty

~~Any person, firm or corporation who violates, or permits, or allows anyone to violate this article, or the registered owner of any vehicle found in violation of this article, shall be guilty of a misdemeanor, and shall upon conviction be fined up to two hundred fifty dollars. Unless otherwise specified, a person who violates this Article, or the registered owner of any vehicle found in violation of this Article, may be punished by a class 2 civil infraction per Chapter 7.80 RCW, carrying a maximum penalty and default amount of \$125.00, not including statutory assessments.~~

Section 2. Consistent with RCW 35A.12.130, having received the votes of a majority plus one of the whole membership of the council, and having been designated as a public emergency ordinance necessary for the protection of public health, public safety, public property or the public peace, this ordinance is made effective immediately upon adoption.

Section 3. Adoption of this ordinance is intended to preclude currently pending prosecutions of violations of the prior ordinance that are repealed by this ordinance and to waive any fee or penalty due and unpaid under such ordinance.

PASSED and APPROVED this 23rd day of January, 2023.

CITY OF ANACORTES:

Matt Miller, Mayor

Attest:

Steven D. Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, WSBA #40530
City Attorney