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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

August 14, 2023
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Economic Development Committee (Report)
 - b. Finance Committee (Report)
 - c. Housing Affordability and Community Services Committee (Report)
 - d. Planning Committee (Report)
 - e. Parks and Recreation Committee (Report)
 - f. Award Presentation: Washington State Department of Ecology Outstanding Performance Award – Wastewater Treatment Plant (Presentation)
4. **Public Comment**
 - a. Written Public Comment - Nadja Rua
5. **Consent Agenda**
 - a. Minutes of August 7, 2023 (Action)
 - b. Approval of claims in the amount of \$890,371.29 (Action)
 - c. Special Event Application: Anacortes Half Marathon & 5K (Action)
 - d. Special Event Application: Lions Club Walk With Santa Holiday Parade (Action)
6. **Adjournment**

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

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

From: [Nadja](#)
To: [CityClerk](#); [Carolyn Moulton](#); [Ryan Walters](#)
Subject: Renters rights & RCW violations by city of Anacortes
Date: Thursday, August 10, 2023 7:59:49 AM

***** This email is from outside the City of Anacortes network. Please use caution when clicking on links, opening attachments, or replying. *****

Please let the public know how the city of Anacortes plans to take responsibility for 100% rent retaliation increases that result from municipal code compliant s filed in city hall offices - after renters experience years of harassment - which multiple city employees then do not follow open government regulations and save to make available when requested 6 months - felony level RCW violations by the city of Anacortes.

Anacortes City Council Minutes - August 7, 2023

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of August 7, 2023 at 6:00 p.m. Councilmembers Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present. Councilmembers Jeremy Carter, Ryan Walters, and Anthony Young were absent.

Ms. Hubik moved, seconded by Ms. Cleland-McGrath, to excuse the absence of Mr. Carter, Mr. Young and Mr. Walters. The motion carried unanimously by voice vote.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller thanked the city staff for a great Anacortes Arts Festival weekend.

Fiber Committee

Mr. McDougall reported from the Fiber Committee meeting held the previous Thursday. The topics discussed included a subscription update with a current count of 2,046 connected customers surpassing a 45% take rate, a \$500,000 grant from Skagit County, a materials contract for the next network expansion phase, and a network utilization report.

Housing Affordability and Community Services Committee

Ms. Cleland-McGrath reported from the Housing Affordability and Community Services Committee meeting held on July 26th. The topics discussed included the multi-family property tax exemption program, adding the value of new properties to tax rolls, the US Department of Agriculture tax credit program ending and possible follow-on plans, and how to support local organizations to utilize grant opportunities.

Public Works Committee

Ms. Moulton reported from the Public Works Committee meeting held earlier in the evening. The topics discussed included the Capital Facilities Plan, transportation and stormwater projects, a sewer line failure on N Avenue, preventative replacement of a sewer line in an alley between 20th Street and 21st Street, and roof replacements at Washington Park.

Public Safety Committee

Ms. Hubik reported from the Public Safety Committee meeting held on August 1st. The fire topics discussed included the ladder truck acquisition process and a hiring update. Police topics included patrol cars, an update on the criminal justice training center in Skagit County, and a hiring update.

Port / City Liaison Committee

Ms. Hubik reported from the Port / City Liaison Committee meeting held on August 1st. The topics discussed included a recently concluded interlocal agreement, \$800,000 in state funding for commercial pump outs, \$500,000 in funding for electrification at the port, a review of the Arts Festival and the newly designated creative district, the R Avenue and 30th Street roundabout project, a \$300,000 grant for a Q Avenue crossing, and an update on the sewer outfall project.

Police Officers Swearing In

Mayor Miller administered the oath of office to Records Support Clerk Hannah Berleue and Police Officer Chad Pleadwell.

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

a. Minutes of July 24, 2023

b. Approval of claims in the amount of \$618,703.59

The following vouchers/checks were approved for payment:

EFT numbers: 106906 through 106997, total \$562,922.47

Check numbers: 106973 through 106996, total \$30,378.81

Wire transfer numbers: 328440 through 329057, total \$25,402.31

c. Contract Awards: Treatment Plant Chemicals 2023-2025 #23-198-IDS

d. Contract Award: N Ave Sewer Lines Replacement Project #23-228-SEW-001

Other Business

Interlocal Agreement #23-216-ENG-001 with Skagit County for Mutual Assistance on Minor Projects

Interim Public Works Director, Tim Hohmann, introduced Interlocal Agreement #23-216-ENG-001 with Skagit County for Mutual Assistance on Minor Projects, detailing the history and purpose of the agreement and the renewal term of five years.

CAROLYN MOULTON moved, seconded by AMANDA HUBIK, to approve interlocal agreement with #23-216-ENG-001 with Skagit County. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Ordinance 4055: Updating Chapter 1.30 in the Anacortes Municipal Code

City Attorney, Darcy Swetnam, re-introduced Ordinance 4055: Updating Chapter 1.30 in the Anacortes Municipal Code, referring to a presentation that was added to the packet materials for the meeting.

BRUCE MCDOUGALL moved, seconded by CHRISTINE CLELAND-MCGRATH, to adopt Ordinance 4055 updating Chapter 1.30 of the Anacortes Municipal Code. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Resolution 3123: Updating the Purchasing Policy and Procurement Roster Procedures

City Attorney, Darcy Swetnam, re-introduced Resolution 3123: Updating the Purchasing Policy and Procurement Roster Procedures,

Discussion topics included:

- including the redlined version in the agenda packet for reference

CAROLYN MOULTON moved, seconded by AMANDA HUBIK, to adopt Resolution 3123 updating the purchasing policy and procurement roster procedures. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Resolution 3128: Authorizing the Mayor to Approve the Purchase of up to 5 Police Vehicles

Police Chief, Dave Floyd, re-introduced Resolution 3128: Authorizing the Mayor to Approve the Purchase of up to 5 Police Vehicles. He detailed that the ordering window for 5 additional police vehicles will be on September 7th, adding that the previous year all available law enforcement fleet vehicles sold out within 24 hours. He also provided estimated annual maintenance and fuel costs, projected delivery timelines, and a refined cost estimate of \$80,000 per vehicle.

Discussion topics included:

- Numbers of vehicles that stay on Fidalgo Island and those that go outside of Anacortes, vehicle storage, funding for purchasing the vehicles, delivery timing, officer vehicle assignments and training pipeline timing, public safety test administration, and a revised take-home commute policy proposal.

Mayor Miller invited the public to comment on Resolution 3128. No one present wished to address the Council on Resolution 3128.

AMANDA HUBIK moved, seconded by CHRISTINE CLELAND-MCGRATH, to approve Resolution 3128 authorizing the mayor to make the advanced purchase of 5 police vehicles. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Interlocal Agreement with Skagit County for EDA Fiber Expansion Project Funding #23-013-FBR-003

Administrative Services Director, Emily Schuh, introduced the Interlocal Agreement with Skagit County for the US Department of Commerce Economic Development Administration (EDA) Fiber Expansion Project Funding #23-013-FBR-003, referring to a slide presentation that was added to the packet materials for the meeting. The agreement accepts a \$500,000 grant from the county's economic development public facilities distressed rural counties sales and use tax to offset the costs of the project.

CAROLYN MOULTON moved, seconded by BRUCE MCDOUGALL, to authorize the mayor to execute interlocal agreement #23-013-FBR-003 as presented with Skagit County. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Contract Award – EDA Fiber Expansion Project - Materials #23-013-FBR-001

Administrative Services Director, Emily Schuh, introduced the proposed contract for the EDA Fiber Expansion Project - Materials #23-013-FBR-001, detailing the bidding process and the lowest responsive bid from WBE Technologies LLC for \$778,962.22, which is \$246,000 less than the engineer's estimate, and the materials delivery timeline.

Discussion topics included:

- The types of materials covered by the contract.

CHRISTINE CLELAND-MCGRATH moved, seconded by AMANDA HUBIK, to authorize the Mayor to sign contract 23-013-FBR-001 with WBE Technologies LLC pending EDA approval. Vote: Ayes - CHRISTINE CLELAND-MCGRATH, BRUCE MCDOUGALL, CAROLYN MOULTON, AMANDA HUBIK. Nays - None. Result: Passed

Adjournment

There being no further business, at approximately 6:51 p.m. the Anacortes City Council meeting of August 7, 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 August 14, 2023 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
329241	2/28/2023	00540	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 90.00	pubdef
329240	2/28/2023	00832	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 75.00	pubdef
329243	3/31/2023	00540	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 37.50	pubdef
329242	3/31/2023	00838	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 15.00	pubdef
329244	4/30/2023	00922	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 15.00	pubdef
329228	5/9/2023	039755	RAINBOW ENTERPRISES	HEART LAKE BATHROOMS PUMP OUT	\$ 652.80	parks1
329247	5/31/2023	00832	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 82.50	pubdef
329246	5/31/2023	00922	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 292.50	pubdef
329245	5/31/2023	00927	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 217.50	pubdef
329422	6/14/2023	1276	NORTHWEST COLORS INC.	W.T. PRESTON DECK RECOATING	\$ 26,008.62	pw1
329235	6/26/2023	1203	IDEAL HOME IMPROVEMENT SOLUTIO	CITY HALL WATER LEAK: WALL RESTORATION	\$ 3,808.00	pw1
329250	6/30/2023	00540	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 45.00	pubdef
329251	6/30/2023	00832	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 30.00	pubdef
329249	6/30/2023	00922	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 247.50	pubdef
329248	6/30/2023	00927	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 210.00	pubdef
329252	6/30/2023	00929	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 30.00	pubdef
329268	7/7/2023	242979	INFOSEND, INC.	JULY 2023 PROCESSING	\$ 169.34	finance
329425	7/20/2023	12934	EXUCOM SYSTEMS INC	FAXFINDER X50 SUPPORT 6/30/23-6/30/24	\$ 1,998.75	infosys
329127	7/24/2023	INV-39320	POWERDMS, INC	SALES TAX DUE EON INVOICE INV-39320	\$ 10.69	apd
329429	7/25/2023	19349	TRANSPORTATION SOLUTIONS INC	32ND AND M INTERSECTION - DESIGN - 06/16/23 - 07/15/23	\$ 1,637.82	pw1
329474	7/25/2023	813015	MISTER T'S AWARDS &	NAME BADGE - LIBRARY EMPLOYEE	\$ 27.15	hr
329430	7/26/2023	19355	TRANSPORTATION SOLUTIONS INC	TRANSPORTATION CONCURRENCY MANAGEMENT - 02/16/23 - 07/15/23	\$ 1,068.50	pw1
329371	7/26/2023	61334	AMERICAN DISTRIBUTING COMPANY	DUST CONTROL	\$ 3,855.87	dshop
329232	7/27/2023	3800028437	EUROFINS EATON ANALYTICAL, LLC	WTP UCMR5 LAB SAMPLING	\$ 550.00	dwtpt
329412	7/27/2023	43989	ZUMAR INDUSTRIES, INC.	R1-1 STOP	\$ 236.17	dshop

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329408	7/27/2023	560680842	SIGMA-ALDRICH, INC.	PH LAB PROFICIENCY MATERIALS	\$ 94.81	dwtp
329471	7/28/2023	12W4234	MOTOR TRUCKS, INC	GENERAL REPAIRS FOR #610A	\$ 14,260.55	dshop
329233	7/28/2023	23044i	BEAVER EQUIPMENT, LLC	WWTP ROTORK ACTUATOR	\$ 24,312.45	dwwtp
329236	7/28/2023	231201	BLYTHE MECHANICAL, INC	HVAC ON-CALL REPAIR SERVICES - WWTP BOILER REPAIRS	\$ 1,270.89	pw1
329234	7/28/2023	2331-1197	JANICKI GENERAL CONTRACTING	BEN ROOT SKATEPARK CONSTRUCTION	\$ 202,368.00	parks1
329142	7/28/2023	360-293-6427- 0218975	ZIPLY FIBER	CITY HALL 911 7/28-8/27/23	\$ 86.96	finance
329143	7/28/2023	360-299-0973- 1017915	ZIPLY FIBER	WWTP 7/28-8/27/23	\$ 483.97	dwwtp
329483	7/28/2023	360-299-2484- 0726025	ZIPLY FIBER	LIBRARY 7/28-8/27/2023	\$ 64.46	publib
329413	7/28/2023	360-299-3674- 0214175	ZIPLY FIBER	OPS PHONE LINE 7/28-8/27/23	\$ 78.24	dshop
329478	7/28/2023	44054-FRT	ZUMAR INDUSTRIES, INC.	FREIGHT CHARGE FOR DOC#329420	\$ 106.24	dshop
329490	7/28/2023	9423973234	3M COMPANY	SIGN MATERIAL	\$ 1,111.70	dshop
329486	7/30/2023	77070823	INGRAM LIBRARY SERVICES, LLC	INGRAM ADULT BOOKS	\$ 284.29	publib
329257	7/31/2023	00832	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 67.50	pubdef
329256	7/31/2023	00922	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 180.00	pubdef
329254	7/31/2023	00927	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 112.50	pubdef
329259	7/31/2023	00929	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 82.50	pubdef
329222	7/31/2023	12080	PETDATA, INC	PETDATA LICENSING FEES JULY	\$ 500.00	finance
329414	7/31/2023	17233	BEAVER LAKE QUARRY	ROCK FOR LAGOON REPAIR	\$ 1,458.91	dwtp
329237	7/31/2023	2023.7	BAYVIEW CONSULTING, LLC	FORMER WTP DEMOLITION PROJECT: SPECIAL PROJECT MANAGER - JULY 2023	\$ 5,863.80	dwtp
329415	7/31/2023	240106	LAKESIDE INDUSTRIES, INC.	ASPHALT TOMMY THOMPSON TRAIL	\$ 13,807.68	shopcc
329270	7/31/2023	240348	LAKESIDE INDUSTRIES, INC.	5/8' & 3/4' ROCK	\$ 242.45	dshop
329267	7/31/2023	240349	LAKESIDE INDUSTRIES, INC.	5/8" & 3/4" ROCK	\$ 251.58	dshop
329269	7/31/2023	244094	INFOSEND, INC.	JULY 2023 PROCESSING	\$ 3,937.41	finance
329210	7/31/2023	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS 06/29- 07/28/23	\$ 567.94	dshop
329221	7/31/2023	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS 6/2-6/30/23	\$ 19,498.31	dshop
329211	7/31/2023	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 06/08- 07/07/23	\$ 79.98	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
329212	7/31/2023	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS 06/29- 07/28/23	\$ 88.46	dshop
329411	7/31/2023	3070121	UTILITIES UNDERGROUND LOCATION	EXCAVATION NOTIFICATIONS FOR THE MONTH: 183	\$ 236.07	dshop
329475	7/31/2023	35256	ORCA INFORMATION, INC	BACKGROUND CHECKS - NEW HIRES	\$ 456.00	hr
329423	7/31/2023	44035	ZUMAR INDUSTRIES, INC.	SIGN SUPPLIES	\$ 3,155.22	dshop
329420	7/31/2023	44054	ZUMAR INDUSTRIES, INC.	STOP SIGNS	\$ 533.12	dshop
329480	7/31/2023	47572	PACIFIC SECURITY	SECURITY DETAIL FOR JULY 2023	\$ 603.75	court
329396	7/31/2023	773097	REECE, STORMIE	DEPOT CLEANING SERVICE JULY 2023	\$ 1,562.00	parks1
329481	7/31/2023	9020577002	LANGUAGE LINE SERVICES, INC	INTERPRETER SERVICES TELEPHONE DURING COURT SESSIONS	\$ 14.01	court
329410	7/31/2023	CL64034	REISNER DISTRIBUTOR INC	VEHICLE FUEL - JULY	\$ 32,183.62	finance
329421	7/31/2023	FB-2193	CITY OF MOUNT VERNON	DARK FIBER	\$ 350.00	fiber
329144	7/31/2023	I6467928	HD FOWLER COMPANY INC	MAINTENANCE SUPPLIES	\$ 1,693.17	dwwtp
329229	7/31/2023	IN952227	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - JULY 2023	\$ 9,282.51	fiber
329231	7/31/2023	Pay App 8	SUMMITX CONTRACTORS, INC	ACCESS ANACORTES FIBER INTERNET GUEMES VIEW AREA UNDERGROUND CONSTRUCTION	\$ 213,226.03	fiber
329373	8/1/2023	052-0010-00	CITY OF ANACORTES	OPS 7/1-7/31/23	\$ 1,650.72	dshop
329382	8/1/2023	10624	PORT OF ANACORTES	AUGUST MOORAGE FOR MARINE 29	\$ 397.73	medic
329397	8/1/2023	139254	VENTEK INTERNATIONAL	WA PARK PAY STATION MONITORING 8/1-8/31/23	\$ 135.00	parks1
329214	8/1/2023	1396701-0043-8	WASTE MANAGEMENT	JULY 2023 CONTRACTED SERVICES	\$ 143,943.62	finance
329126	8/1/2023	2	CRAZY LIKE A FOX	LIVE MUSIC FOR COMMUNITY DANCE	\$ 300.00	pkrec
329484	8/1/2023	200000666863	PUGET SOUND ENERGY INC	LIBRARY 10TH STREET LED 7/1-8/1/2023	\$ 11.59	publib
329485	8/1/2023	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 7/1-8/1/2023	\$ 24.28	publib
329407	8/1/2023	200012505505	PUGET SOUND ENERGY INC	WTP 7/1-7/31/23	\$ 98,412.56	dwwtp
329431	8/1/2023	22-009-06	HLN ENGINEERING	WASHINGTON PARK RESTROOM: DESIGN - JULY 2023	\$ 3,915.00	parks1

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329213	8/1/2023	220025931985	PUGET SOUND ENERGY INC	CHERRY LN & ORCHARD AVE ST LIGHTS: 7/1-8/1/23	\$ 8.79	dshop
329220	8/1/2023	220030712800	PUGET SOUND ENERGY INC	STREET LIGHTS 7/1-8/1/23	\$ 4.77	dshop
329130	8/1/2023	5067800097	RICOH USA, INC	S/N C86180481 PARKS 5/1-7/31/23	\$ 35.34	finance
329131	8/1/2023	5067800958	RICOH USA, INC	S/N C86111692 ENG 5/1-7/31/23	\$ 48.58	finance
329132	8/1/2023	5067800999	RICOH USA, INC	S/N C86152062 HR COPIES 7/1-7/31/23	\$ 8.79	finance
329134	8/2/2023	2117	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 112.50	pubdef
329135	8/2/2023	2118	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 435.00	pubdef
329136	8/2/2023	2119	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 202.50	pubdef
329141	8/2/2023	2120	LAW OFFICE OF CARA LORENZO	PUB DEF COVERAGE	\$ 270.00	pubdef
329137	8/2/2023	2121	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 847.50	pubdef
329138	8/2/2023	2122	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 127.50	pubdef
329139	8/2/2023	2123	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 277.50	pubdef
329140	8/2/2023	2124	LAW OFFICE OF CARA LORENZO	PUB DEF CONFL	\$ 45.00	pubdef
329424	8/2/2023	23-22684	EDGE ANALYTICAL, INC	WATER ANALYSIS - NITRATE FINISHED	\$ 31.00	dwtpt
329426	8/2/2023	23-22721	EDGE ANALYTICAL, INC	WATER ANALYSIS - FLUORIDE BLUE HERON	\$ 31.00	dwtpt
329427	8/2/2023	23-22781	EDGE ANALYTICAL, INC	WATER ANALYSIS - BACT FINISHED	\$ 19.00	dwtpt
329428	8/2/2023	23-22795	EDGE ANALYTICAL, INC	WATER ANALYSIS - TCR INTOWN	\$ 209.00	dwtpt
329393	8/2/2023	248 984 6277 5	CASCADE NATURAL GAS CORP.	WTP 6/30-8/1/23	\$ 3,564.81	dwtpt
329266	8/2/2023	251658Q-2	BIRCH EQUIPMENT CO., INC	GENERATOR RENTAL FOR INTAKE TRANSFORMER	\$ 2,441.13	dwtpt
329479	8/2/2023	44035-FRT	ZUMAR INDUSTRIES, INC.	FREIGHT CHARGE FOR DOC#329423	\$ 157.41	dshop
329476	8/2/2023	52676	KRIEG CONSTRUCTION, INC	ASPHALT DISPOSAL	\$ 692.45	dshop
329271	8/2/2023	8498 30 017 0319913	COMCAST	LIBRARY INTERNET ACCESS 8/9-9/8/23	\$ 185.23	fiber
329395	8/2/2023	INV00093357	USA BLUE BOOK	BUFFER, CALCIUM STANDARD	\$ 168.11	dwtpt
329230	8/3/2023	0002	HICKMAN, LANA	YOUTH ART CLASSES - 7/17-7/27/23	\$ 2,115.00	pkrec
329470	8/3/2023	0305447-IN	REISNER DISTRIBUTOR INC	OIL SORBENT SPILL PAD	\$ 127.78	dshop
329372	8/3/2023	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 7/1 - 8/1/23	\$ 20.19	dshop
329239	8/4/2023	00832	CAMPBELL LAW FIRM	PUB DEF CONFL	\$ 7.50	pubdef
329390	8/4/2023	113373	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 77.50	dwtpt
329226	8/4/2023	23-21692	EDGE ANALYTICAL, INC	LAB TESTING - INFLUENT METALS ANNUAL	\$ 193.80	dwtpt

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329225	8/4/2023	23-21699	EDGE ANALYTICAL, INC	LAB TESTING - SLUDGE METALS	\$ 293.25	dwwtp
329224	8/4/2023	23-21701	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT METALS AND TOC QUARTERLY	\$ 247.35	dwwtp
329469	8/4/2023	595161	HUGHES FIRE EQUIPMENT, INC.	PARTS FOR #222	\$ 1,264.01	dshop
329374	8/4/2023	7314530168	CARDINAL HEALTH 110, INC.	PHARMA: GLUCAGON EMERGENCY KITS, NALOXONE	\$ 959.14	medic
329388	8/4/2023	I6474117	HD FOWLER COMPANY INC	VICTAULIC CONCENTRIC REDUCER X 4	\$ 3,100.40	dwwtp
329472	8/4/2023	VR-2023-1-02	SKAGIT COUNTY AUDITOR'S OFFICE	1ST HALF 2023 VOTER REGISTRATION	\$ 23,806.83	finance
329432	8/7/2023	026P47366	DOBBS PETERBILT - MARYSVILLE	PARTS FOR #514	\$ 862.53	dshop
329401	8/7/2023	031-1810-01	SCHAFER, VELMA	UB Refund Cst #039049	\$ 155.25	finance
329402	8/7/2023	051-6820-01	SMITH, ARLINE & WILLIAM	UB Refund Cst #039634	\$ 112.35	finance
329491	8/7/2023	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 7/7-8/4/23	\$ 33.17	finance
329375	8/7/2023	67001	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 76.90	pubdef
329376	8/7/2023	67002	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 68.00	pubdef
329377	8/7/2023	67003	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 51.00	pubdef
329378	8/7/2023	67004	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 102.00	pubdef
329379	8/7/2023	67005	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 178.50	pubdef
329380	8/7/2023	67006	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 21.25	pubdef
329381	8/7/2023	67007	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 119.00	pubdef
329383	8/7/2023	67008	LAW OFFICE OF DONNA B GIBSON	PUB DEF CONFL	\$ 21.25	pubdef
329389	8/7/2023	RefundBurlingame	BURLINGAME, MARILYN	WA PARK REFUND	\$ 61.00	parks1
329405	8/7/2023	RefundCouto	COUTO, CHARLOTTE	WA PARK REFUND	\$ 78.00	parks1
329391	8/7/2023	RefundDavis	DAVIS, SUZEE	WA PARK REFUND	\$ 111.00	parks1
329406	8/7/2023	RefundDesgrosellier	DESGROSELLIER, CONNOR	WA PARK REFUND	\$ 39.00	parks1
329404	8/7/2023	RefundEckel	ECKEL, CONCETTA	WA PARK REFUND	\$ 61.00	parks1
329384	8/7/2023	RefundHendrickson	HENDRICKSON, DENNIS	WA PARK REFUND	\$ 53.00	parks1
329387	8/7/2023	RefundHildahl	HILDAHL, KIM	WA PARK REFUND	\$ 82.00	parks1
329386	8/7/2023	RefundKennedy	KENNEDY, ERIC	WA PARK REFUND	\$ 53.00	parks1
329400	8/7/2023	RefundMcKinnon	MCKINNON, MICHELE	WA PARK REFUND	\$ 300.00	parks1

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
329403	8/7/2023	RefundMorehart	MOREHART, CLEA	WA PARK REFUND	\$ 53.00	parks1
329385	8/7/2023	RefundShepard	SHEPARD, ERICA	WA PARK REFUND	\$ 122.00	parks1
329392	8/7/2023	RefundStockton	STOCKTON, THOMAS	WA PARK REFUND	\$ 9.00	parks1
329473	8/8/2023	1632429	WALTON BEVERAGE COMPANY, INC	10 LBS COFFEE: 8/8	\$ 126.00	medic
329489	8/8/2023	1632430	WALTON BEVERAGE COMPANY, INC	OPS: BREAKROOM SUPPLIES	\$ 120.60	dshop
329482	8/8/2023	7315278524	CARDINAL HEALTH 110, INC.	PHARMA: ATROPINE, ETOMIDATE,	\$ 407.04	medic
	Total				\$ 890,371.29	



City Council Agenda Bill

Meeting Date: August 14, **Agenda Item:** 5.c.
2023

Agenda Item Title: Special Event Application: Anacortes Half Marathon & 5K

Staff Contact(s): Stephanie Snyder

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

Stephanie Snyder
John Coleman

Motion

Item Summary: The Anacortes 5K & Half Marathon would like to use parts of S March Point Rd and March's Point Rd around the refineries as part of the route. The event is scheduled for Saturday September 30, 2023. There will be an estimated 200 participants for the half marathon and 100 participants for the 5K.

Budget Impact:

Previous Action:

Recommended Motion: Approve

Alternative Actions: Disapprove

Attachments (listed in order presented):

1. City Council Packet Binder



Special Event Application Processing

Administrator adds this event to the City Council agenda, creates the agenda bill, downloads the reviewed application and any attachments using the link in the email, and uploads those attachments in CivicClerk to go into the City Council packet.

View Anacortes Municipal Code [Chapter 7.04, Special Events](#)

Application

Application Date *

7/26/2023

Event Name *

Anacortes Half Marathon & 5K

Event Type

- ☐ Street Fair / Festival
- ☒ Athletic Event
- ☐ Parade
- ☐ Rally / Demonstration
- ☐ Filming
- ☐ Other identified in AMC 7.04.010

Applicant/Organization Name *

What the Heck Running Company

Mailing Address *

2024 L Ave

Event Contact Person *

Chad Sage

Event Contact Email *

chadsage4@gmail.com

Event Contact Phone *

(425) 220-1083

Event Website

<https://runsignup.com/Race/WA/Anacortes/TheAnaco>

Estimated Number of Participants/Attendees ***Event Description ***

We are looking to put on the Anacortes 5K & Half Marathon and would like to use parts of S March Point Rd and March's Point Rd around the refineries as part of our route. The following are the details:

Scheduled for Saturday, 9/30..

200 participants for the half marathon a.nd 100 participants for the 5K

Half marathon runners will start at 8:00am and 5K runners at 8:10am

The race will start on the east side of the Swinomish Casino on a gravel walking path by the train trestle.

Runners will then head south on gravel paths under the Swinomish Channel Bridge and continue on an out and back gravel path on tribal lands along the Swinomish Channel. 5k runners will head back to the start line to complete their race. Half Marathon runners will continue west onto Casino Drive (in front of the Swinomish Casino). Runners will then turn right and head west onto S March Point Rd. Runners will turn right on March's Point Rd where they will run counterclockwise around March's Point until they get back to S March Point Rd again where they will turn left and head east back towards Swinomish Casino. Runners will turn left back onto Casino Drive and will complete the race on the east side of the Swinomish Casino where it initially started.

Will food vendors participate in this event? *

All Food Vendors must be inspected by the Fire Marshall on site prior to the start of the event.

☐ Yes ☒ No

Date Event Starts ***Time Event Starts *** ▼**Date Event Ends *****Time Event Ends *** ▼**Date Street Closure Starts ***

Include requested closures before and after the event hours if required for set up and tear down.

Time Street Closure Starts * ▼**Date Street Closure Ends *****Time Street Closure Ends *** ▼**Event Location ***

List end points of each street that will be closed (e.g. 6th Street from O Ave to Q Ave). Also include location and dimensions of any structures that will be erected and locations of the event that will not be on city street right of way.

The event will start and end at the Swinomish Casino and will take place on parts of Casino Dr., S March Point Rd and March's Point Rd but no streets will need to be closed during this event.

Parking Location

List any public parking areas that the event requests to use for dedicated event parking, including handicapped parking.

Parking will happen on the ground of the Swinomish Casino.

Event Map (optional)

Upload one or more maps of the event

Upload

[Volunteer Map 2022 - Swinomi...](#) 171.52KB

[Volunteer Map 2022 - Swinomi...](#) 383.03KB

Indemnification Agreement*

Upload scan of SIGNED indemnification agreement

Upload

[Special Event Indemnification A...](#) 140.38KB

Download the Indemnification Agreement [here](#).

Signage

Street closure signs will be provided by the City of Anacortes. Applicants must contact City staff one week prior to the event to arrange sign delivery. Event sponsor personnel are responsible for placing street closure signs, which may not be posted more than 72 hours prior to the approved closure, must be removed immediately following the event, and must be returned to city staff the first business day following the event.

Insurance

The applicant may be required to provide public liability insurance subject to the provisions of AMC 7.04.100. Applicants will be notified following application approval of insurance requirements for the specific event.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I state that I am over the age of 18, that I agree to assume responsibility for the above-described event and to abide by all conditions stipulated by the approval of the application. *

☒ Yes

Signature

Chad Sage

Admin Review

Council Meeting Date *

Target date for presentation to City Council; no later than 30 days prior to event

8/14/2023



Staff Review Deadline *

Staff review/approval required no later than 7 days prior to City Council meeting to allow packet preparation

8/7/2023

Administrator comments and conditions of approval

Insurance Certificate

Upload

Insurance certificate may be required by staff or as a condition of Council approval

Departmental Review

Building Department will provide the following services for this event:

Building Department concerns, objections, or conditions of approval *

None

Fire Department will provide the following services for this event:

N/A

Fire Department concerns, objections, or conditions of approval *

None

Parks Department will provide the following services for this event:

Parks Department concerns, objections, or conditions of approval *

None

Police Department will provide the following services for this event:

regular police patrols

Police Department concerns, objections, or conditions of approval *

None

Public Works Department will provide the following services for this event:

Public Works Department concerns, objections, or conditions of approval *

None

Departmental attachments

Upload any staff memos, guidelines, or requirements that will be in effect for this event.

Upload

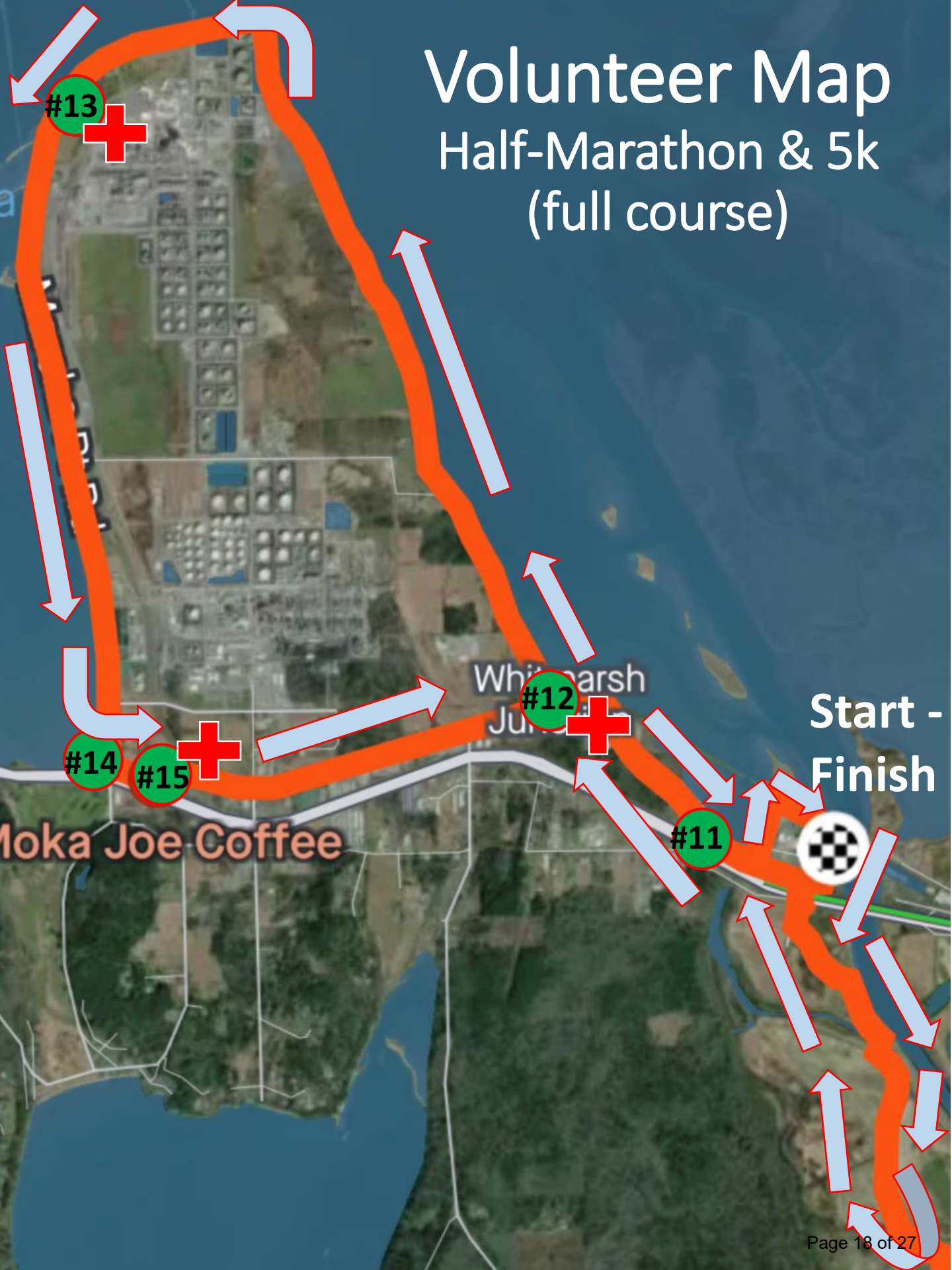
Comments

Council Packet Complete

Cancel Application

Volunteer Map

Half-Marathon & 5k (full course)





SPECIAL EVENT INDEMNIFICATION AGREEMENT

The undersigned applicant, by signing below, certifies that the applicant is the authorized officer of the sponsoring organization and agrees as follows:

Pursuant to Anacortes Municipal Code Title 7.04.090, the undersigned applicant agrees to defend, indemnify and hold the City of Anacortes, its agents, employees and officers, harmless from any and all claims, injuries, suits, damages, losses, demands and judgments including the attorneys' fees and other costs of their defense, arising out of in whole or in part, the activities, omissions or appliances of the applicant, his employees, agents, volunteers or otherwise, except any claims arising from the sole negligence of the City. The applicant further agrees to comply with all provisions of pertinent laws, rules and regulations, and agrees that any failure to so comply may lead to revocation of an applicant's permit. This Indemnification Agreement constitutes substantial adequate consideration in return for the City's issuance of a special event permit.

Date: 7/26/23

Chad Sage - Event Organizer

Name and Title – Printed

Chad Sage
Signature

Name and Title – Printed

Signature



City Council Agenda Bill

Meeting Date: August 14, **Agenda Item:** 5.d.
2023

Agenda Item Title: Special Event Application: Lions Club Walk With Santa Holiday Parade

Staff Contact(s): Stephanie Snyder

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Stephanie Snyder	Motion
John Coleman	
LIBBY GRAGE	

Item Summary: The Anacortes Lions Club is inviting community groups to enter into the fun on Saturday, December 2nd, for our town's annual Walk With Santa Holiday Parade for 2023! Parade participants are asked to decorate trucks, floats, cars, and walking groups in fun holiday garb and parade down Commercial Avenue to start the joy for the winter season.

Budget Impact:

Previous Action:

Recommended Motion: Approve

Alternative Actions: Disapprove

Attachments (listed in order presented):

1. City Council Packet Binder



Special Event Application Processing

Administrator adds this event to the City Council agenda, creates the agenda bill, downloads the reviewed application and any attachments using the link in the email, and uploads those attachments in CivicClerk to go into the City Council packet.

View Anacortes Municipal Code [Chapter 7.04, Special Events](#)

Application

Application Date *

7/31/2023

Event Name *

Lion's Club Walk With Santa Holiday Parade 2023

Event Type

- ☐ Street Fair / Festival
- ☐ Athletic Event
- ☒ Parade
- ☐ Rally / Demonstration
- ☐ Filming
- ☐ Other identified in AMC 7.04.010

Applicant/Organization Name *

Anacortes Lions Club

Mailing Address *

P O Box 61, Anacortes Wa 98221

Event Contact Person *

Cato Woods

Event Contact Email *

lioncatowoods@gmail.com

Event Contact Phone *

(360) 708-9314

Event Website

<https://www.e-clubhouse.org/sites/anacortes/index.ph>

Estimated Number of Participants/Attendees ***Event Description ***

The Anacortes Lions Club is inviting community groups to enter into the fun on Saturday, December 2nd, for our town's annual Walk With Santa Holiday Parade for 2023!
~ Parade participants are asked to decorate trucks, floats, cars, and walking groups in fun holiday garb and parade down Commercial Avenue to start the joy for the winter season.
Participants are to assemble on Saturday, December 2nd 2023, around 10 AM
at 3rd and O avenue in different areas, depending on the type of entry –

Will food vendors participate in this event? *

All Food Vendors must be inspected by the Fire Marshall on site prior to the start of the event.

☐ Yes ☒ No

Date Event Starts ***Time Event Starts *** ▼**Date Event Ends *****Time Event Ends *** ▼**Date Street Closure Starts ***

Include requested closures before and after the event hours if required for set up and tear down.

Time Street Closure Starts * ▼**Date Street Closure Ends *****Time Street Closure Ends *** ▼**Event Location ***

List end points of each street that will be closed (e.g. 6th Street from O Ave to Q Ave). Also include location and dimensions of any structures that will be erected and locations of the event that will not be on city street right of way.

Commercial Avenue from 3rd Street to 10th Street, 3rd Street to O Avenue and 10th Street to N Avenue

Parking Location

List any public parking areas that the event requests to use for dedicated event parking, including handicapped parking.

Event Map (optional)

Upload one or more maps of the event

Upload

[Lion Parade map Route.jpeg](#)

1.75MB

Indemnification Agreement *

Upload scan of SIGNED indemnification agreement

Upload

[Special Event Indemnification A...](#) 174.98KB

Download the Indemnification Agreement [here](#).

Signage

Street closure signs will be provided by the City of Anacortes. Applicants must contact City staff one week prior to the event to arrange sign delivery. Event sponsor personnel are responsible for placing street closure signs, which may not be posted more than 72 hours prior to the approved closure, must be removed immediately following the event, and must be returned to city staff the first business day following the event.

Insurance

The applicant may be required to provide public liability insurance subject to the provisions of AMC 7.04.100. Applicants will be notified following application approval of insurance requirements for the specific event.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I state that I am over the age of 18, that I agree to assume responsibility for the above-described event and to abide by all conditions stipulated by the approval of the application. *

☒ Yes

Signature

(CATO) CATHRYN

Admin Review

Council Meeting Date *

Target date for presentation to City Council; no later than 30 days prior to event

8/14/2023



Staff Review Deadline *

Staff review/approval required no later than 7 days prior to City Council meeting to allow packet preparation

8/7/2023

Administrator comments and conditions of approval

please approve

Insurance Certificate

Upload

Insurance certificate may be required by staff or as a condition of Council approval

Departmental Review

Building Department will provide the following services for this event:

Building Department concerns, objections, or conditions of approval *

None

Fire Department will provide the following services for this event:

N/A

Fire Department concerns, objections, or conditions of approval *

None

Parks Department will provide the following services for this event:

Parks Department concerns, objections, or conditions of approval *

None

Police Department will provide the following services for this event:

Regular police patrols

Police Department concerns, objections, or conditions of approval *

None

Public Works Department will provide the following services for this event:

Public Works Department concerns, objections, or conditions of approval *

None

Departmental attachments

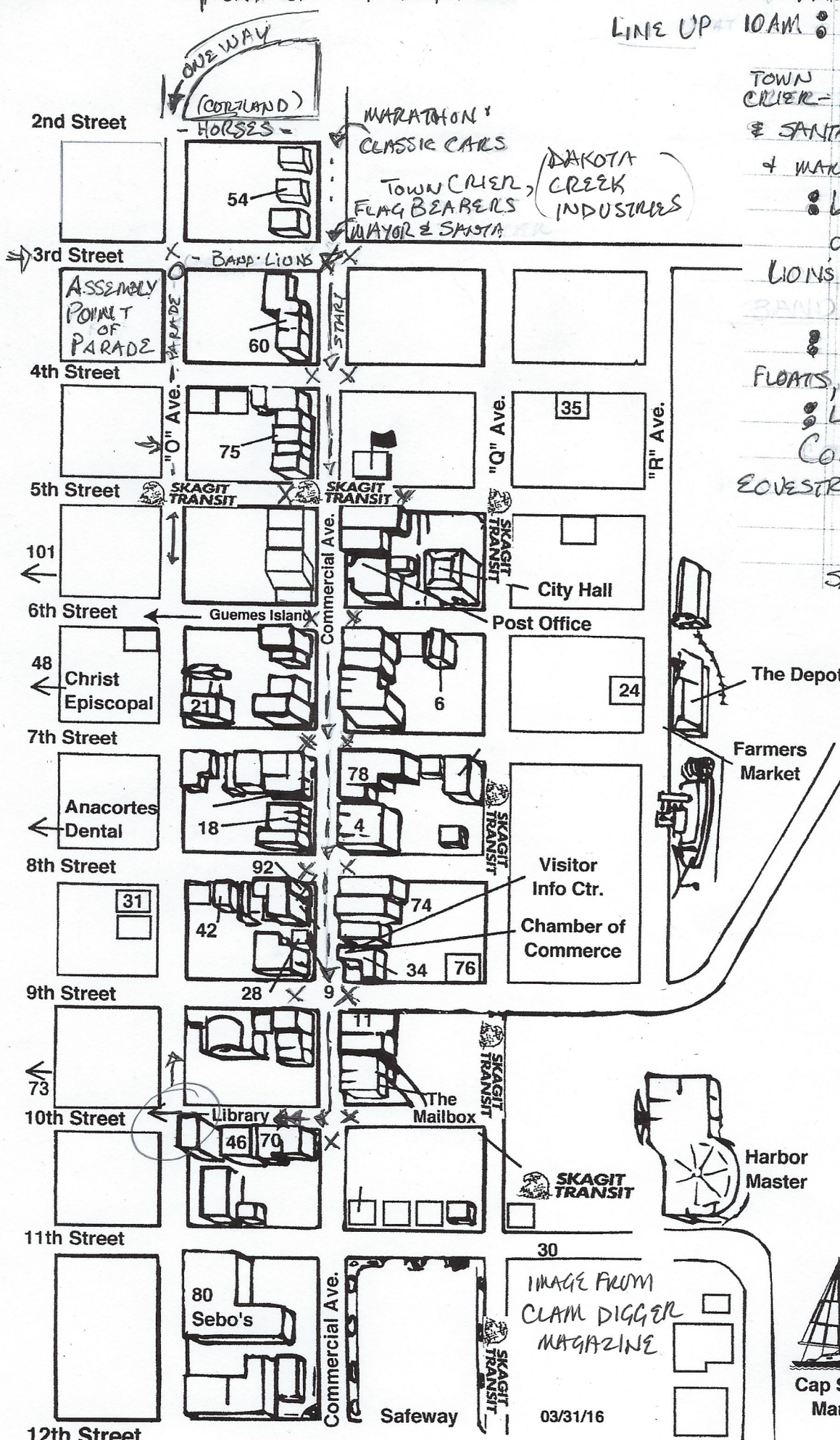
Upload any staff memos, guidelines, or requirements that will be in effect for this event.

Upload

Comments

Council Packet Complete

Cancel Application



LINE UP 10AM • LINING UP ON 2ND ST
AND COMMERCIAL -
TOWN CRIER - FLAG BEARERS - MAYOR
& SANTA'S CARS WITH CLASSIC CARS
+ MARATHON + 2M.
• LINING UP ON COMMERCIAL
ON 3RD - GOING WEST
LION'S TRUCKS, BAND & CHOR
(TO BE INTERSPERSED IN PARADE)
• LINING UP ON 3RD & O AVE
FLOATS, VANS, BUSES & WALKERS
• LINING UP ON 2ND NEAR
CORTLAND ROPE CO -
ECQUESTRIANS & HORSE TROLLEY
+ 4H CLUBS

SATURDAY DEC 4TH 2021

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SPECIAL EVENT INDEMNIFICATION AGREEMENT

The undersigned applicant, by signing below, certifies that the applicant is the authorized officer of the sponsoring organization and agrees as follows:

Pursuant to Anacortes Municipal Code Title 7.04.090, the undersigned applicant agrees to defend, indemnify and hold the City of Anacortes, its agents, employees and officers, harmless from any and all claims, injuries, suits, damages, losses, demands and judgments including the attorneys' fees and other costs of their defense, arising out of in whole or in part, the activities, omissions or appliances of the applicant, his employees, agents, volunteers or otherwise, except any claims arising from the sole negligence of the City. The applicant further agrees to comply with all provisions of pertinent laws, rules and regulations, and agrees that any failure to so comply may lead to revocation of an applicant's permit. This Indemnification Agreement constitutes substantial adequate consideration in return for the City's issuance of a special event permit.

Date: 7-31-2023

Cato Woods

Name and Title – Printed

Cato Woods

Signature

Name and Title – Printed

Signature