



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

June 17, 2019

6:00 p.m.

PRELIMINARY AGENDA

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Oath of Fire Department Chaplain: Rusty Van Deusen
 - b. ABPAC and Open Streets Update
 - c. Finance Committee
 - d. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of May 28, 2019, June 3, 2019 and June 10, 2019
 - b. Approval of Claims in the amount of: \$498,479.29
 - c. Street Fair Applications: 4th of July Parade, Anacortes Arts Festival
6. **Public Hearings**
7. **Other Business**
 - a. * Lodging Tax Advisory Committee Member Appointments (Discussion/Possible Action)
 - b. * July 4th Celebration Update (Discussion)
8. **Executive Session (30 Minutes)**
 - a. Potential Litigation or Litigation per RCW 42.30.110 (i)
9. **Adjournment**

Per Resolution 2044, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in, and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

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



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning June 24, 2019

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

June 24, 2019

- Municipal Fiber Update (Discussion)
- Ordinance 3045: Amending Section 13.08.110(D) and Adding New Chapter 13.50 (Discussion/Possible Action)
- Resolution 2050: Unified Fee Schedule Update: Add Fiber Fees (Discussion/Possible Action)

July 1, 2019

- Contract Award: Downtown Sidewalks Phase 4, #19-009-TRN-002 (Action)
- Contract Award: 2019 Asphalt Overlay, #19-004-TRN-003 (Action)
- Contract Award: Fiber Optic Telemetry HPDE Fittings and Micro Duct Purchase #14-056-IDS-011 (Action)

July 8, 2019

Special Meeting: 5:30 All Council Training: Microsoft Surface Books and Office 365 Rollout to Council Members

- Contract Award: March Point Area Roadway Repair 2019, #19-007-TRN-001 (Consent)

July 15, 2019

July 22, 2019

August 5, 2019

August 12, 2019

August 19, 2019

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jun 17, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Jun 24, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Jun 26, 2019, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, Jul 1, 2019, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Jul 2, 2019, 8:30 AM, Port of Anacortes
- Planning, Monday, Jul 8, 2019, 5:00 PM, Main Conference Room, City Hall

THE VALUE OF A FIRE DEPARTMENT CHAPLAIN

Presented by Fire Chief Dave Oliveri

The fire service is good at many things. When people dial 911, we respond rapidly, employ expert tactics that extinguish fires, rescue trapped occupants, and salvage personal belongings. We provide emergency medical care and ambulance transport for victims who are critically ill and injured. We assess and mitigate spilled and leaking hazardous materials, and perform carefully planned and executed rescues of those requiring technical expertise.

We are not good, though, at providing emotional and spiritual care to our firefighters and their families. Most of us have become hardened to what we see. Veteran responders realize that if they allow themselves to become emotionally involved, they leave themselves open, vulnerable, and most likely unable to handle the next incident that waits just around the corner. Who we are or how strong our souls may be does not matter. If we do not disengage from the emotional events of an incident, we will be unable to continue serving as required.

In order to combat this self-imposed exile, we need to provide holistic care that addresses the emotional and spiritual needs of our firefighters and their families. The fire service chaplain is uniquely qualified to fill this role. Today's trained chaplain provides an effective solution to the intentional and purposeful provision of holistic care to fire department members and their families.

Chaplains have key roles as Fire Department members and offer a great deal in terms of logistical, emotional, and spiritual support to firefighters on the job. Chaplains often have ever-changing lists of responsibilities, all of which are based on the needs of the firefighters they serve. Some of the services provided by Fire Chaplains in the support of their department include:

- *Helping to create positive plans for minimizing stress on the job.*
- *Supporting firefighters after a life-threatening incident.*
- *Supporting firefighters after a line-of-duty death.*
- *Providing support to family members of firefighters lost in the line of duty.*
- *Helping firefighters to prepare spiritually and mentally for transfer, promotion, and/or retirement.*
- *Identifying firefighters who are struggling with substance use disorders and/or mental health issues.*
- *Helping to ensure that there is a range of resources available to firefighters who continue to work while struggling with emotional issues.*
- *Showing up outside of crises in order to be a teammate, a comrade, & friend.*

In order to provide this critical service & support to members of the Anacortes Fire Department, I would like to appoint Mr. Rusty Van Deusen of the Fidalgo Chaplaincy, as the official Chaplain of the Anacortes Fire Department.

Mr. Van Deusen is an Anacortes resident and recently retired from his pastoral duties at Christ the King Church. Mr. Van Deusen is a graduate of the Fire Service Chaplains Academy, he is a member of the Federation of Fire Chaplains, and is known to several of our members whom are proud to name him as one of their friends. Mr. Van Deusen has been the official Chaplain of the Anacortes Police Department for several years, and comes highly recommended by Chief John Small.

At this time, I would ask Mr. Van Deusen to come forward and recite the Oath of Office...



Oath of Office

Fire Department Chaplain



I, Rusty Van Deusen, as a Chaplain for the Anacortes Fire Department, do hereby declare, that I will support the Constitution & Laws of the United States, the Constitution & Laws of the State of Washington, and the Ordinances of the City of Anacortes;

I solemnly promise that I will faithfully and diligently perform the duties of Fire Department Chaplain and will provide comfort and spiritual support to the firefighters of the Anacortes Fire Department;

I will strive to set an exemplary standard of ethical and moral conduct, and will provide comfort and spiritual support to all persons without bias toward religion, affiliation, gender, orientation, race, national origin, age or any other such distinction;

I will strive to achieve the objectives and ideals a Fire Service Chaplain instills; and will never allow my personal feelings deter me from my responsibilities as a Fire Department Chaplain;

I acknowledge those appointed in a position of authority within the Anacortes Fire Department and will serve them with loyalty while being supportive of all firefighters with whom I serve;

I recognize this position as a symbol of public faith and trust, and accept this self-imposed and self-enforced obligation as my responsibility and make these promises so solemnly, freely, without reservation, and upon my honor, so help me God.

Rusty Van Deusen, Chaplain

Subscribed and Sworn to Me this 17th Day of June, 2019:

Laurie Gere, Mayor

Attest: Steve Hoglund, Clerk

June 17, 2019
6:00 p.m.

Continue on back of sheet as needed

City Council Minutes – June 3, 2019

Mayor Laurie Gere called to order the Anacortes City Council meeting of June 3, 2019 at the advertised special time of 5:00 p.m. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Carolyn Moulton, Bruce McDougall and Matt Miller were present. Councilmember Brad Adams was absent. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Proclamation of Gun Violence Awareness Day: Mayor Gere read a statement proclaiming June 7, 2019 to be National Gun Violence Awareness Day and encouraging all citizens to support efforts to prevent the tragic effects of gun violence and to honor and value human lives. State Senator Liz Lovelett reported on legislation in the last session related to gun safety.

Public Works Committee: Mayor Gere announced that the committee meeting scheduled for earlier in the evening had been cancelled.

Mayor Gere read a letter from Girl Scout Mary Boger suggesting solutions to the parking problem in Anacortes. Miss Boger's letter was added to the packet materials for the meeting.

Public Comment

John Morgan asked where lost items found at Storvik Park could be dropped off. He suggested replacing the horse shoe pit at Storvik Park with tennis courts. Mr. Morgan also noted congestion at the intersection of 32nd Street and M Avenue and suggested a roundabout or 4-way stop or traffic light there. Mr. Johnson said a roundabout was already planned for that intersection. Mr. Morgan suggested Council allow more low income apartments to be built in Anacortes.

Consent Agenda

Mr. Walters removed Items 5c, Resolution 2047: Del Mar Water Supply Agreement, and 5d, Resolution 2048: Designating Sports Complex Design Group LLC as a Single Source Supplier for Big Brown Mound Pitching Mound System, from the Consent Agenda.

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

- a. Street Fair Applications - Fueling Education Fun Run & Oyster Run 2019
- b. Approval of Claims in the amount of: \$132,655.37

The following vouchers/checks were approved for payment:
EFT numbers: 93406 through 93432, total \$63,485.80
Check numbers: 93433 through 93458, total \$28,868.40
Wire transfer numbers: 250376 through 250618, total \$2,082.68

- c. Resolution 2047: Del Mar Water Supply Agreement

Mr. Walters confirmed with City Attorney Darcy Swetnam that the contract presented did not differ materially from the previous Del Mar Water Supply Agreement and that processes were in place to identify contracts that were nearing expiration.

d. Resolution 2048: Designating Sports Complex Design Group LLC as a Single Source Supplier for Big Brown Mound Pitching Mound System

Mr. Walters asked Parks and Recreation Director Jonn Lunsford to elaborate on the justification for sole source, which he did.

Mr. Walters moved, seconded by Mr. Johnson, to approve Consent Agenda items 5c and 5d. The motion carried unanimously by voice vote.

OTHER BUSINESS

Contract Award: 2019 Asphalt Overlay - Utility and Pedestrian Improvements Project (19-004-TRN-002)

Public Works Director Fred Buckenmeyer requested Council consent to award a contract in the amount of \$307,640.73 to Trinity Contractors, Inc. to perform the 2019 Asphalt Overlay - Utility and Pedestrian Improvements Project. He described the work as outlined in the agenda bill, including Phase 2 preparing for paving the City Hall parking lot. Mr. Buckenmeyer and Council discussed the pros, cons and costs of including the City Hall parking lot in the contract.

Mr. Johnson moved, seconded by Mr. Miller, to authorize the mayor to sign contract 19-004-TRN-002 with Trinity Contractors, Inc. in the amount of \$307,640.73 to perform the 2019 Asphalt Overlay - Utility and Pedestrian Improvements Project, *striking additive A1*. Vote: Ayes – Young, Walters, Moulton, McDougall, Miller and Johnson. Motion carried.

Planning Commission Recommendation: Development Regulations and Zoning Map Amendments

Planning Manager Libby Grage presented the revisions to the draft development regulations that had been requested by Council at its May 20, 2019 meeting. She referred councilmembers to the packet materials which noted which of those changes would require additional public comment opportunity. She also shared matrices comparing existing vs. proposed uses in each zone. Ms. Grage's slide presentation was added to the packet materials for the meeting.

During discussion of retail sales, Mr. Walters asked staff to include storage in the definition of areas excluded from "net floor area". Mr. Measamer concurred. Councilmembers discussed Table 19.41.050 at length and eventually most councilmembers agreed to leave that table as presented on the slide but to add a cap of 75,000 SF on total building size.

Councilmembers discussed garage setbacks. Mr. Miller objected to 5' garage setback, particularly in the R1 zone. After discussion, Mr. Measamer confirmed consensus to strike R1 from 19.42.150.B and add a minimum garage setback of 25 feet in the R1 zone.

Regarding the MMU Height Bonus menu, Ms. Moulton suggested adding an additional incentive feature: placing 1% of construction cost into an affordable housing fund held by the city. Mr. Measamer urged considering that suggestion in a broader discussion of affordable housing, possibly applying it more widely in the city and not just in the MMU zone. After discussion, councilmembers agreed with Mr. Measamer's suggestion.

No other changes were requested by councilmembers.

Councilmembers then considered the charts comparing current Title 17 and proposed allowed uses in different zones. On page 4 of 6 of the matrix, Mr. Johnson asked that Heavy Industrial uses be conditional rather than permitted in the MS and I zones which are adjacent to sensitive areas. Mr. Measamer agreed and suggested

adding “except as listed below (oil refineries, chemical manufacturing)”. He confirmed that those uses would remain conditional in the CM2 zone and permitted in the HM zone.

Mr. Measamer advised that staff would publish notice of a two week written comment period ending June 26, 2019, then compile the comments and bring them back to Council along with a draft ordinance to adopt the development regulations.

At approximately 6:53 p.m. Mayor Gere called a five minute recess. At 7:02 p.m. the mayor called the meeting back to order.

PUBLIC HEARINGS

Surplus of Chlorine Scrubber (per RCW 35.94.040)

Resolution 2046 Authorizing the Surplus of a Chlorine Scrubber

Finance Director Steve Hoglund requested City Council approval of Resolution 2046 authorizing surplus of the Water Treatment Plant’s chlorine scrubber and its subsequent sale to the City of Walla Walla Water Division. He explained that RCW 35.94.040 requires a public hearing to be held if property (regardless of value) originally purchased for utility purposes is no longer needed and the Utility desires to sell the property.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council. The mayor closed the public hearing.

Mr. Johnson moved, seconded by Ms. Moulton, to approve Resolution 2046 to surplus the water utility’s chlorine scrubber and sell it to the City of Walla Walla Water Division. Vote: Ayes - Walters, Moulton, McDougall, Miller, Johnson and Young. Motion carried.

There being no further business, at approximately 7:06 p.m. the Anacortes City Council meeting of June 3, 2019 was adjourned.

City Council Minutes – June 10, 2019

Mayor Laurie Gere called to order the Anacortes City Council meeting of June 10, 2019 at 6:00 p.m. Councilmembers Eric Johnson, Anthony Young, Brad Adams, Carolyn Moulton, Bruce McDougall and Matt Miller were present. Councilmember Ryan Walters was absent. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Port/City Liaison Committee: Mr. Johnson reported from the committee meeting the prior Tuesday on topics including the successful annual boat and yacht show and the north and west basin redevelopment public meeting scheduled for September. Mayor Gere reported she had spoken at the Port Commission meeting the prior Thursday and said port and city elected officials planned on attending each other's meetings quarterly to strengthen collaboration between the bodies.

Public Safety Committee: Mr. Miller reported from the committee meeting the prior Tuesday on topics including firefighter hiring, Skagit County hazard mitigation plan, renovations of Fire Station 3, wildland fire prevention, spontaneous combustion risk in domestic settings, and police officer training. Mr. Johnson added that the state fire academy was closed so the fire department was looking at lateral hires.

Mr. Johnson reported that he and Ms. Moulton had attended a meeting on affordable housing and homelessness with representatives from other jurisdictions and had shared ideas for meeting basic hygiene needs for the homeless. Mr. Miller and Ms. Moulton shared information regarding the very successful embedded social worker program in place in the Mount Vernon police department.

Planning Committee: Mayor Gere announced that the committee meeting scheduled for earlier in the evening had been cancelled.

Public Comment

Doug Thurber, PO Box 159, complained about the use of city government to promote state and federal political agenda items. Mr. Thurber objected using a peace symbol on Anacortes Art Dash publicity in conjunction with the City Parks logo and to politicalization of young children on issues such as gun control. He allowed for different political opinions but objected that city government and city elected officials should not promote state and national political issues.

Consent Agenda

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

- a. Approval of Claims in the amount of: \$418,472.95
- b. Contract Modification: 2019 Waterline Replacement Project #19-001-WTR-001
- c. Resolution 2049: Rejection of All Bids for Downtown Sidewalks Phase 4 #19-009-TRN-002

The following vouchers/checks were approved for payment:
EFT numbers: 93463 through 93510, total \$293,854.87
Check numbers: 93462 and 93511 through 93548, total \$120,773.20
Wire transfer numbers: 250790 through 251079, total \$3,905.01

PUBLIC HEARINGS

Closed Record Decision Hearing: Swinomish Indian Tribal Community Conditional Use Permit & SEPA Environmental Review

Senior Planner Kevin Cricchio presented an application by the Swinomish Indian Tribal Community for conditional use permit CUP-2019-0001 to permit an addition/expansion to an existing and permitted opioid treatment facility/clinic located at 8212 South March Point Road, Anacortes, which had been identified as an expansion to a permitted “Local” Essential Public Facility per AMC 17.75.060(A)(2). Mr. Cricchio reviewed the project history, noticing, critical areas review, SEPA environmental review, comments received, and zoning considerations, referring to his slide presentation which was added to the packet materials for the meeting. He said only one public comment had been received, in favor of approving the CUP. Mr. Cricchio reported that the Planning Commission conducted a pre-decision open-record hearing at 5:00 p.m. on May 22, 2019 following a 3:00 p.m. site visit. He said that following public testimony and deliberation on the matter, the Planning Commission voted 5-0 in favor of recommending approval to City Council. He added that staff also recommended approval subject to staff’s suggested conditions of approval.

Mayor Gere invited parties of record to address the Council.

John Stephens, CEO of didgʷálič Wellness Center, shared a slide presentation explaining the purpose of the expansion to be able to serve more clients (he reported a waiting list of 100 people) and providing an in depth description of the expanded services that would be offered and the staffing increases planned to provide those services. Mr. Stephens’s slides were added to the packet materials for the meeting. He said that the didgʷálič Wellness Center remains the only facility in Skagit County, and in fact in the country, that provides full-service medication assisted treatment (“MAT”) and is the only MAT facility to provide fully-integrated primary care, mental health services, and counseling.

Mr. Young applauded the center and read into the record a list of entities with which the Wellness Center had engaged in direct public outreach in recent months: Skagit Community Action, Island County Jail staff, Skagit Jail staff, City Scene Magazine, Sedro Woolley, Island Hospital, Skagit County Drug Court, Skagit County Diaper Bank, Dept. of Children and Family Services Mount Vernon, Northwest Youth Services, Samish Indian Nation Housing Resources, Anacortes City and Municipal Court, Skagit District Probation, Skagit County DOC, Public Health Hub and Spoke, Ohana San Juan Behavioral Health, Terra Nouvella Workforce Washington Connection, Skagit Leadership Group, Skagit County Commissioners USDA Opioid Round Table, Family Promise, Northwest Youth Services Mental Health, Island County Hospital Wound Care.

Mr. Johnson moved, seconded by Mr. Young, to approve the Swinomish Indian Tribe’s opioid treatment facility expansion CUP-2019-0001 subject to the staff’s recommended conditions of approval. Vote: Ayes – Young, Adams, Moulton, McDougall, Miller and Johnson. Motion carried.

Public Hearing: Amending 2019 - 2024 Capital Facilities Plan **Ordinance 3044: Amending the 2019 – 2024 CFP Budget** **Ordinance 3042: Amending the 2019/2020 Biennial Budget**

Finance Director Steve Hogle advised that the two week public comment period on the proposed amendment to the 2019-2024 Capital Facility Plan had concluded with no comments received. He asked the Mayor to open the advertised public hearing.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council. The Mayor closed the public hearing.

Mr. Johnson moved, seconded by Mr. Young, to adopt Ordinance 3044 authorizing the CFP amendment and Ordinance 3042 authorizing the mid-year budget amendment. Mr. Adams confirmed with Mr. Hogle that all and only the CFP items discussed at the May 28, 2019 City Council meeting had been incorporated in Ordinance 3044. Vote: Ayes – Adams, Moulton, McDougall, Miller, Johnson and Young. Motion carried.

Public Hearing: Proposed Solid Waste Rate Increase

Resolution 2045: Updating the Unified Fee Schedule with New Solid Waste Rates

Mr. Hoglund advised that Skagit County had increased tipping fees at the transfer station and that the city needed a 3% solid waste fee increase to cover that cost. He presented the proposed new rates as per draft Resolution 2045 adopting an updated unified fee schedule, noting that the commercial rate for a 21-gallon tote was presented incorrectly and would be revised to \$9.02 for signature, the same as for residential customers.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council. The mayor closed the public hearing.

Councilmembers confirmed with Mayor Gere that the rate increase was strictly to cover additional costs charged to the city by Skagit County and that the proposed rate increase had been advertised both on the city's website and in its newspaper of record.

Mr. Johnson moved, seconded by Mr. Adams, to approve Resolution 2045 increasing solid waste collection fees. Vote: Ayes – Moulton, McDougall, Miller, Johnson, Young and Adams. Motion carried.

OTHER BUSINESS

Contract Award: Fiber Optic Telemetry HPDE Fittings and Micro Duct Purchase #14-056-IDS-011

Public Works Director Fred Buckenmeyer requested Council approval of a contract in the amount of 156,540.00 Euros to Craley Group to purchase Hydrotec PFM units and stainless steel micro duct for the water and sewer utility telemetry project in order to extend the project south of Sharpes Corner. He said the currency conversion rate from Euros to Dollars on June 4, 2019 would equate to a contract amount of \$176,162.77 US to which taxes and shipping fees would be added. Mr. Buckenmeyer summarized the project as presented in his agenda bill in the packet materials. Councilmembers requested more specific information about the taxes and shipping costs.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Mayor Gere asked Mr. Buckenmeyer to bring the contract back to Council for consideration and action at a future meeting with additional information about the taxes and shipping charges.

Ordinance 3045: Amending Section 13.08.110(D) and Adding New Chapter 13.50

City Attorney Darcy Swetnam introduced draft Ordinance 3045 and requested councilmember feedback in order to finalize the ordinance for adoption in the near future. She summarized the content of the ordinance which was intended to modify the municipal code to allow the city to bill and collect payments from fiber customers. Ms. Swetnam advised that the ordinance would be adopted in conjunction with a resolution updating the unified fee schedule to include rates for fiber. Councilmembers suggested that proposed AMC 13.50.030 contain more specific language defining the types of services that could be handled by separate service agreements outside the standard network service charges and outlining the process for negotiating and approving such agreements. Mr. McDougall observed that the mayor's contract authority had been established by City Council specifically for contracts with vendors, not customers, and asked if the same threshold properly applied in this case. Ms. Swetnam agreed to investigate that question and come back to Council with a recommendation at a future meeting.

There being no further business, at approximately 7:40 p.m. the Anacortes City Council meeting of June 10, 2019 was adjourned.

City Council Minutes – May 28, 2019

Mayor Laurie Gere called to order the Anacortes City Council meeting of May 28, 2019 at 6:00 p.m. Councilmembers Eric Johnson, Anthony Young, Brad Adams, Carolyn Moulton, Bruce McDougall and Matt Miller were present. Councilmember Ryan Walters was absent.

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Finance Committee: Mr. Johnson reported from the committee meeting the prior Thursday to preview the finance update and related legislation that would be presented later on the agenda.

Mayor Gere announced that staff would conduct a detailed analysis of Amazon purchases and would report back to Council on that topic in June.

Mayor Gere announced that staff and Council would undertake a comprehensive discussion of homelessness within the next four to six weeks. Ms. Moulton announced that the Skagit County Homeless Housing Plan Task Force had scheduled a community meeting on homelessness on June 13, 2019 from 4:30 to 6:30 p.m. at the Senior Activity Center.

Public Comment

No one present wished to address the Council on any topic not already on the agenda.

Consent Agenda

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

- a. Minutes of May 20, 2019
- b. Approval of Claims in the amount of: \$193,076.34
- c. Interlocal 282: City of Marysville for Outdoor Video Services

The following vouchers/checks were approved for payment:
EFT numbers: 93335 through 93366, total \$138,206.40
Check numbers: 93367 through 93405, total \$78,141.36
Wire transfer numbers: 250223 through 250374, total \$1,423.77

OTHER BUSINESS

Anacortes Historic Preservation Board Update

Museum Director Bret Lunsford and Bunny Heiner, chair of the Anacortes Historic Preservation Board, shared a slide presentation celebrating National Historic Preservation Month in May in Anacortes. Their slides were added to the packet materials for the meeting.

Finance Update

Finance Director Steve Hogle updated Council on the city's financial position as of the end of April, 33% through the fiscal year. Mr. Hogle referenced charts included in the packet materials for the meeting depicting tax and impact fee revenue compared to historic trends and to budget. He summarized year to date revenues and expenditures in each fund and concluded all funds were meeting expectations thus far. Councilmembers

requested a breakdown of the sources of lodging tax; Mr. Hoglund said he would compile and provide that information.

Ordinance 3044: Amending 2019 - 2024 Capital Facilities Plan

Mr. Hoglund introduced for discussion only draft Ordinance 3044 to amend the 2019-2024 Capital Facilities Plan from \$116K to \$132K. Mr. Hoglund's slide presentation was added to the packet materials for the meeting. He advised that Council would hold an advertised public hearing on the proposed CFP amendment at its June 10, 2019 regular meeting. Mr. Hoglund summarized the proposed CFP updates to address water projects and authorize use of REET for a number of General Government capital projects. Mr. Hoglund and Public Works Director Fred Buckenmeyer responded to councilmember questions about cost estimates, timing and funding mechanisms for a number of projects. Councilmembers requested comparative data on various price adjustment indices; Mr. Hoglund said he would compile and provide that information.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Ordinance 3042: Amending the 2019/2020 Biennial Budget

Mr. Hoglund presented a spreadsheet summarizing a proposed amendment to the 2019/2020 budget that would come back to Council for consideration and action in conjunction with the Capital Facilities Plan amendment on June 10. His spreadsheet was added to the packet materials for the meeting. Mr. Hoglund explained each line item. Mr. Adams requested a future report on volunteer firefighter expense.

There being no further business, at approximately 7:30 p.m. the Anacortes City Council meeting of May 28, 2019 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 June 17, 2019 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
251459	10/31/2018	114-7592824	UNITED SITE SERVICES, INC	TOILET RENTAL AND SERVICE WA PARK LOOP	\$ 47.89	parks1
251461	10/31/2018	114-7592825	UNITED SITE SERVICES, INC	TOILET RENTAL AND SERVICE ACE OF HEARTS	\$ 63.86	parks1
251458	10/31/2018	114-7592869	UNITED SITE SERVICES, INC	WA PARK LOOP TOILET RENTAL & SERVICE	\$ 62.00	parks1
251440	3/8/2019	ANA 01	SKAGIT CLIMATE SCIENCE	SANITARY SEWER STORAGE STUDY - CLIMATE CHANGE ANALYSIS	\$ 20,000.00	pw1
251432	4/19/2019	1200187115	HDR ENGINEERING, INC	SKAGIT RIVER 42" WATER LINE PROJECT - PHASE 1 - 3/3/19-3/30/19	\$ 41,408.34	pw1
251306	4/25/2019	1251	ISLAND COUNTY FIRE DIST #1	WATER RESCUE TRAINING COURSE	\$ 450.00	medic
251469	5/1/2019	92506	VECA ELECTRIC & TECHNOLOGIES	LIBRARY BOOKSHELF LIGHTING	\$ 2,983.81	pw1
251472	5/1/2019	92514	VECA ELECTRIC & TECHNOLOGIES	WA PARK LOWER RESTROOMS FANS & LIGHTS INSTALLATION	\$ 4,104.51	parks1
251323	5/22/2019	1163723	SKAGIT PUBLISHING LLC	PUBLISH AA-1900586 AA-1901539 AA-1901544	\$ 304.50	finance
251463	5/23/2019	9787	WINNERS SPORTSWEAR, INC	SOCCER BALLS	\$ 2,186.25	parks1
251313	5/24/2019	ReimbDotzauer	DOTZAUER, TRAVIS	TRAINING PER DIEMS; MASTER DT INSTRCT RECERT	\$ 262.00	apd
251447	5/24/2019	19-2769	LIFE TEK, INC	FA/CPR/BBP TRAINING~	\$ 300.00	dwwtp
251429	5/24/2019	ARV/ 40025451	SNAP-ON INDUSTRIAL	ADAPTOR- SHOP	\$ 29.32	dshop
251452	5/28/2019	63655	CODE PUBLISHING COMPANY	CODIFICATION SERVICES - 3/25/19	\$ 1,855.89	legal
251139	5/28/2019	63408/2	HB JAEGER	ZENNER 3" HYDRANT METER	\$ 1,191.85	wdist
251082	5/28/2019	331 0463604	UNIFIRST CORPORATION	LAUNDRY SERVICE- WATER DEPT	\$ 59.39	wdist
251143	5/28/2019	9831039495	VERIZON WIRELESS	CITY CELL PHONES 4/29-05/28/2019	\$ 10,915.69	finance
251305	5/28/2019	1842201	WASHINGTON TRACTOR, INC	SHIPPING FOR REAR VIEW MIRROR- VEH #423	\$ 27.17	dshop
251318	5/29/2019	IN1345159	MUNICIPAL EMERGENCY SERVICES	PULLEYS, CABLE WRAPS, LITTER, PETZL, FOR ROPE RESCUE	\$ 6,186.40	medic
251330	5/29/2019	1164809	SKAGIT PUBLISHING LLC	PUBLISH AA-1902063 AA-1903995 AA-1904267 AA-1904601 AA-1904617 AA-1904635	\$ 629.30	finance
251189	5/29/2019	1281294	SURETY PEST CONTROL	CITY HALL RODENT CONTROL SERVICE	\$ 43.48	pwfac
251508	5/29/2019	1281295	SURETY PEST CONTROL	LIBRARY PEST CONTROL	\$ 0.12	publib
251085	5/30/2019	259080	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 13.76	pwfac
251090	5/30/2019	S19-053010	ENVIRO CLEAN EQUIPMENT INC	SPRING- VEH #303	\$ 58.92	dshop
251308	5/30/2019	55520857	MCKESSON MEDICAL-SURGICAL	PHARMACEUTICALS	\$ 114.43	medic
251198	5/30/2019	IN1345618	MUNICIPAL EMERGENCY SERVICES	SHIPPING AND TAX ON DOC # 250836	\$ 14.76	medic

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
251336	5/31/2019	09082	BUD CLARY CHEVROLET, INC.	2019 CHEVY SILVERADO PARKS DEPT. VEHICLE	\$ 31,864.18	dshop
251489	5/31/2019	1474661	DISA GLOBAL SOLUTIONS INC	HEARING CHECKS, FIRE STAFF	\$ 175.00	hr
251339	5/31/2019	812-3498	GCR TIRES & SERVICES	SERVICE- VEH #90008	\$ 78.27	dshop
251340	5/31/2019	812-3499	GCR TIRES & SERVICES	SERVICE- VEH #514	\$ 245.33	dshop
251137	5/31/2019	9192087410	GRAINGER	BOD FAN	\$ 29.96	dwwtp
251438	5/31/2019	IN931544	NOANET	FIBER NETWORK OPS, GIS, AND ENGINEERING SUPPORT - MAY 2019	\$ 22,207.50	pw1
251324	5/31/2019	4616	PUBLIC SAFETY SELECTION, PC	PRE-EMP PSYCH EVAL; RITA	\$ 400.00	apd
251338	5/31/2019	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 5/1/2019 - 5/31/2019	\$ 109.00	finance
251455	5/31/2019	72517	WESTECH ENGINEERING, INC.	WTP FILTER MEDIA	\$ 32,213.65	pw1
251470	5/31/2019	89779964	150-PRAXAIR DISTRIBUTION INC	CYLINDER RENTAL	\$ 185.23	dwwtp
251449	5/31/2019	1414-W01	BLYTHE PLUMBING & HEATING, INC	BOILERS ANNUAL MAINTENANCE	\$ 1,047.87	pw1
251497	5/31/2019	11489690	HACH COMPANY	WTP LAB HARDNESS STANDARD	\$ 79.26	dwwtp
251454	5/31/2019	4575635	LANGUAGE LINE SERVICES	TELEPHONE INTERPRETER SERVICES FOR COURT	\$ 13.79	court
251207	5/31/2019	3092031680	LEXISNEXIS	LEGAL ON-LINE RESEARCH PROGRAM MAY 2019	\$ 325.01	legal
251466	5/31/2019	19-2794	LIFE TEK, INC	FA/CPR/BBP TRAINING~	\$ 300.00	dwwtp
251488	5/31/2019	10195892	NAVIA BENEFIT SOLUTIONS, INC	MAY NAVIA FLEXIBLE SPENDING PARTICIPANT FEE	\$ 124.50	hr
251509	5/31/2019	0000663992	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY	\$ 358.15	publib
251450	5/31/2019	27944	PACIFIC SECURITY	SECURITY DETAIL ANACORTES MUNICIPAL COURT	\$ 612.50	court
251086	5/31/2019	7658	PETDATA, INC	PETDATA LICENSING FEES MAY	\$ 229.60	finance
251088	5/31/2019	001-435773	PISTON SERVICE OF ANACORTES	FITTING CLEANER- VEH #421	\$ 48.98	dshop
251505	5/31/2019	200000666863	PUGET SOUND ENERGY INC	LIBRARY 10TH STREET LED 5/2 - 5/31/19	\$ 6.62	publib
251506	5/31/2019	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 5/2 - 5/31/19	\$ 20.69	publib
251204	5/31/2019	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 04/30- 05/29/19	\$ 127.97	dshop
251206	5/31/2019	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS: 04/02- 05/01/19	\$ 17,621.40	dshop
251205	5/31/2019	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 04/06- 05/07/19	\$ 76.88	dshop
251140	5/31/2019	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS 4/30/19 - 5/29/19	\$ 65.56	dshop
251451	5/31/2019	29515	REICHHARDT & EBE ENGINEERING	SHIP HARBOR & SR20 INTERSECTION - 4/29/19- 5/24/19	\$ 8,822.59	pw1
251441	5/31/2019	1262	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - MAY 2019	\$ 395.41	pw1
251329	5/31/2019	0173	SKAGIT COUNTY SOLID WASTE FUND	MAY TONNAGE HAULED	\$ 78,628.17	dshop
251483	5/31/2019	0619212719	SKAGIT PUBLISHING LLC	POSITION ADS, LIBRARY ASSISTANT & EXECUTIVE ASSISTANT	\$ 1,286.45	hr
251485	5/31/2019	601217-0	SKIDMORE PHARMACY INC.	PHARMACY COPAYS, LEOFF1 RETIREE	\$ 25.96	hr
251484	5/31/2019	601219-0	SKIDMORE PHARMACY INC.	PHARMACY COPAYS	\$ 16.56	hr

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
251446	5/31/2019	206416	WIDENER & ASSOCIATES	GUEMES CHANNEL TRAIL - COMPLIANCE REVIEWS - MAY 2019	\$ 2,482.20	parks1
251445	5/31/2019	206417	WIDENER & ASSOCIATES	SANITARY SEWER STORAGE STUDY - ENVIRONMENTAL SERVICES - MAY 2019	\$ 3,462.20	pw1
251444	5/31/2019	206418	WIDENER & ASSOCIATES	SK RIVER 42" WATER LINE - DESIGN ASSISTANCE & PERMITTING - MAY 2019	\$ 681.60	pw1
251430	6/1/2019	052-0010-00	CITY OF ANACORTES	OPERATIONS W/S/G MAY	\$ 1,236.87	dshop
251332	6/1/2019	360-293-0045-0223175	FRONTIER COMMUNICATIONS	BACKUP LINES FOR 29-1 6/1-6/30/19	\$ 152.79	medic
251333	6/1/2019	3004320824	THYSSENKRUPP ELEVATOR CORP	MAINTENANCE AGREEMENT 6/1 - 8/31	\$ 639.96	medic
251193	6/1/2019	1390506-0043-8	WASTE MANAGEMENT	MAY 2019 CONTRACTED SERVICES	\$ 111,103.30	finance
250999	6/2/2019	1200194599	HDR ENGINEERING, INC	WATER SYSTEM MODEL UPDATE - 4/28/19-5/25/19	\$ 1,379.49	pw1
251195	6/3/2019	252927	ANACORTES ANIMAL HOSPITAL	BOARD & DISTRAINER; MAY 2019	\$ 232.50	apd
251327	6/3/2019	RI104083858	FRANCOTYP-POSTALIA, INC	MAILING MACHINE QUARTERLY RENTAL 6/1-8/31/19	\$ 130.31	finance
251309	6/3/2019	113812	GRANICUS, INC.	UPGRADE TO SDI 720P STREAMING 5/29 START	\$ 2,779.53	infosys
251515	6/3/2019	40405830	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 39.13	publib
251510	6/3/2019	40405831	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 808.91	publib
251516	6/3/2019	40405833	INGRAM LIBRARY SERVICES, LLC	BOOKS - JUVENILE	\$ 11.66	publib
251511	6/3/2019	40405834	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 18.85	publib
251514	6/3/2019	40405835	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 19.50	publib
251334	6/3/2019	923013	LIFE ASSIST, INC	2 CASES MEGAMOVERS, 2 CASES EXAM GLOVES	\$ 617.42	medic
251335	6/3/2019	001-435968	PISTON SERVICE OF ANACORTES	BLOWER MOTOR ASSEMBLY #013	\$ 227.90	dshop
251542	6/3/2019	001-436020	PISTON SERVICE OF ANACORTES	MISC FILTERS- SHOP STOCK	\$ 83.95	dshop
251462	6/3/2019	41103	SKAGIT COUNTY PUBLIC HEALTH	STORVIK SPRAY PARK PERMIT	\$ 235.00	parks1
251487	6/3/2019	1255576864	GRAY, MATTHEW	LEOFF1 RETIREE, DENTAL SERVICES	\$ 184.00	hr
251513	6/3/2019	40405832	INGRAM LIBRARY SERVICES, LLC	BOOKS - JUVENILE	\$ 822.04	publib
251089	6/3/2019	001-436007	PISTON SERVICE OF ANACORTES	AIR FILTER PANEL- VEH #014A	\$ 20.33	dshop
251507	6/3/2019	200000667101	PUGET SOUND ENERGY INC	LIBRARY 1220 10TH 4/6 - 5/7/19	\$ 1,685.06	publib
250516	6/3/2019	4491290	TWO RIVERS TERMINAL, LLC	CALCIUM NITRATE	\$ 10,151.37	dwwtp
251492	6/4/2019	IS-0351	CITY OF MOUNT VERNON	2019 NET MOTION SERVICES	\$ 7,939.45	infosys
251084	6/4/2019	258973A	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 379.79	pwfac
251136	6/4/2019	012882638	GALLS, LLC.	RECORDS UNIFORM SWEATER; RECORDS SUPP STAFF BEYER	\$ 64.01	apd
251478	6/4/2019	1718631	MILES SAND & GRAVEL CO.	3/8" WASHED ROCK	\$ 741.90	dshop
251433	6/4/2019	0581152-IN	REISNER DISTRIBUTOR INC	OIL FOR THE PLANT	\$ 185.36	dwwtp
251081	6/4/2019	331 0464683	UNIFIRST CORPORATION	LAUNDRY SERVICE- WATER DEPT	\$ 59.39	wdist
251481	6/5/2019	17398	ASSOCIATION OF WASHINGTON	AWB HOUSING FORUM	\$ 95.00	plan

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
251498	6/5/2019	19-19957	EDGE ANALYTICAL, INC	BACT ANALYSIS FINISHED	\$ 15.00	dwtp
251499	6/5/2019	19-20070	EDGE ANALYTICAL, INC	TCR ANALYSIS BOOSTERS	\$ 165.00	dwtp
251331	6/5/2019	19-1174	IMS ALLIANCE	PASSPORT NAMETAGS	\$ 176.64	medic
251471	6/5/2019	1718816	MILES SAND & GRAVEL CO.	3/8" WASHED ROCK	\$ 148.38	dshop
251480	6/5/2019	331 0464842	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 59.49	dwtp
251457	6/5/2019	I19007652	WASHINGTON STATE PATROL	BACKGROUND CHECK - HANSON	\$ 12.00	parks1
251545	6/5/2019	I19007676	WASHINGTON STATE PATROL	BACKGROUND CHECKS	\$ 24.00	hr
251431	6/5/2019	7068222-00	WESTERN EQUIPMENT	TIRE RIM- VEH #706	\$ 155.85	dshop
251133	6/5/2019	3528	ANACORTES TOWING, LLC	TOWING; APD CASE 19-A03686	\$ 163.05	apd
251314	6/5/2019	1991272539	ARAMARK	STA 3 MAT & MOP SERVICE - 6/5	\$ 21.74	medic
251328	6/5/2019	AN 66669	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 159.04	medic
251087	6/5/2019	ContractGood	GOOD, PAMELA	PAYMENT FOR WINTER/SPRING TANGO CLASSES	\$ 660.00	pkrec
251326	6/5/2019	1165968	SKAGIT PUBLISHING LLC	PUBLISH AA-1904669 AA-1907028 AA-1907119 AA-1907425	\$ 556.22	finance
251135	6/5/2019	21066	THE LANGUAGE EXCHANGE INC	LANGUAGE INTERPRETER FOR THAI SUSPECT; APD CASE 19-A03644	\$ 82.00	apd
251144	6/5/2019	06/05/2019	TOWN GRAPHICS	2019-2020 DISCOVERY MAP OF ANACORTES	\$ 450.00	parks1
251191	6/6/2019	3529	ANACORTES TOWING, LLC	TOWING; APD CASE 19-A03708	\$ 163.05	apd
251190	6/6/2019	3530	ANACORTES TOWING, LLC	TOWING; APD CASE #19-A03720	\$ 163.05	apd
251315	6/6/2019	1991274534	ARAMARK	STA 2 MAT & MOP SERVICE: 6/6	\$ 21.74	medic
251192	6/6/2019	1991274538	ARAMARK	APD NYLON MATS CLEANED	\$ 16.31	apd
251307	6/6/2019	1991274544	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	\$ 63.79	finance
251202	6/6/2019	1991274545	ARAMARK	OPS: MAT CLEANING 06/06/19	\$ 34.96	dshop
251196	6/6/2019	259388	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 521.76	pwfac
251197	6/6/2019	259488	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 72.52	pwfac
251453	6/6/2019	3348693	DAILY JOURNAL OF COMMERCE	LEGAL NOTICE - 2019 ASPHALT OVERLAY 19-004-TRN-003	\$ 105.60	pw1
251502	6/6/2019	19-18951	EDGE ANALYTICAL, INC	WTP BACT ANALYSIS RAW	\$ 49.00	dwtp
251319	6/6/2019	19-20301	EDGE ANALYTICAL, INC	FIBER CHROMOGENIC COLIFORM TEST	\$ 15.00	wdist
251138	6/6/2019	10166817	EDWARDS, JUDY	CANCELLATION - 2 DAYS AT WP~	\$ 39.00	parks1
251436	6/6/2019	1200195993	HDR ENGINEERING, INC	SANITARY SEWER STORAGE STUDY - 4/28/19-5/25/19	\$ 14,816.64	pw1
251322	6/6/2019	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 5/7-6/5/19	\$ 28.29	plan
251320	6/6/2019	220015523313	PUGET SOUND ENERGY INC	CAR CHARGING STATION 5/7-6/5/19	\$ 60.14	shopcc
251425	6/6/2019	ES 2018-11-06 ANA	SKAGIT COUNTY AUDITOR'S OFFICE	ELECTION SERVICES FOR 11/6/18	\$ 2,293.02	finance
251443	6/6/2019	71699B-X	UNDERWOOD & ASSOCIATES, LLC	LIBRARY SPACE CORRECTIONS - DESIGN	\$ 805.38	publib
251317	6/6/2019	1991274535	ARAMARK	STA 1 MAT & MOP SERVICE: 6/6	\$ 21.74	medic
251325	6/6/2019	220013286491	PUGET SOUND ENERGY INC	APD 5/7/-6/5/19	\$ 1,356.85	apd

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
251468	6/6/2019	P1819-1	QCC QUALITY CONTROLS CORP.	WTP CONTROLS MODIFICATIONS PROJECT - PHASE 1 DESIGN & INSTALLATION	\$ 12,027.23	pw1
251321	6/6/2019	1166150	SKAGIT PUBLISHING LLC	PUBLISH SVH1908699 SVH-1908740	\$ 265.98	finance
251194	6/7/2019	E-21176	BELLINGHAM SIGNS BY TOMORROW	MADRONA GROVE PLAQUE - MOE	\$ 15.74	parks1
251426	6/7/2019	1-581701	DIAMOND RENTALS, INC.	ARM REST- VEH #706A	\$ 224.58	dshop
251428	6/7/2019	6614792	ENVIRO CLEAN EQUIPMENT INC	GUTTER BROOM LINKAGE- VEH #303	\$ 328.88	dshop
251437	6/7/2019	000034	HUNTER, JOSHUA	BLS OTEP TRAINER - MAY 2019	\$ 200.00	medic
251201	6/7/2019	001-436478	PISTON SERVICE OF ANACORTES	WINDSHIELD WIPERS- #051	\$ 11.20	dshop
251200	6/7/2019	001-436533	PISTON SERVICE OF ANACORTES	BALL BEARING- VEH #160	\$ 19.10	dshop
251203	6/7/2019	190786	T-SHIRTS BY DESIGN	VOLLEYBALL T SHIRTS	\$ 320.08	parks1
251311	6/7/2019	201132669	CRIMINAL JUSTICE TRAINING	TRAINING; DT MASTER INSTRUCTOR RECERT; OFC DOTZAUER	\$ 250.00	apd
251312	6/7/2019	06/07/2019	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
251494	6/8/2019	861445	SKAGIT COUNTY SOLID WASTE FUND	WTP DUMP RUN .48 TON	\$ 48.24	dwtpt
251493	6/8/2019	861509	SKAGIT COUNTY SOLID WASTE FUND	WTP DUMP RUN .09 TON	\$ 14.00	dwtpt
251310	6/8/2019	00005W5A83239	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 6-8-19	\$ 18.60	apd
251477	6/8/2019	000099E018239	UNITED PARCEL SERVICE, INC	WTP SHIPMENT TO ESPRI	\$ 281.84	dwtpt
251442	6/9/2019	T19-013.01	TUTTLE ENGINEERING AND MGMT	GRAND VIEW CEMETERY EXPANSION - PHASE 1 - MAY 2019	\$ 13,294.00	parks1
251208	6/9/2019	2986	WASHINGTON ASSOCIATION OF	WAPRO MEMBERSHIP RENEWAL	\$ 25.00	legal
251500	6/10/2019	19-15085	EDGE ANALYTICAL, INC	WTP UCMR4 ANALYSIS HSPS	\$ 700.00	dwtpt
251501	6/10/2019	19-16813	EDGE ANALYTICAL, INC	UCMR4 FINISHED	\$ 700.00	dwtpt
251543	6/10/2019	001-436792	PISTON SERVICE OF ANACORTES	HYDRAULIC FITTINGS- VEH #704	\$ 3.35	dshop
251427	6/10/2019	1991278300	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 73.32	dwtpt
251473	6/10/2019	RefundDaley	DALEY, RICHARD	REFUND CANCELLED CAMPING RESERVATION	\$ 132.00	parks1
251503	6/10/2019	19-10652	EDGE ANALYTICAL, INC	UCMR4 FINISHED	\$ 700.00	dwtpt
251504	6/10/2019	19-12884	EDGE ANALYTICAL, INC	UCMR4 LAB	\$ 700.00	dwtpt
251467	6/10/2019	RefundForrest	FORREST, EILEEN	REFUND CANCELLED CAMPING RESERVATION	\$ 39.00	parks1
251491	6/10/2019	3092	PUBLIC SECTOR PERSONNEL	LIBRARY CONSULTANT CLASSIFICATION & COMP STUDY	\$ 4,000.00	hr
251464	6/11/2019	RefundBridges	BRIDGES, TOM	REFUND CAMPING FEE	\$ 127.00	parks1
251544	6/11/2019	41600318104	LES SCHWAB TIRE CENTERS	DISMOUNT & MOUNT- VEH #706	\$ 8.70	dshop
251541	6/11/2019	001-436824	PISTON SERVICE OF ANACORTES	TAILGATE HANDLE- VEH #157	\$ 28.75	dshop

Total **\$498,479.29**



City Council Agenda Bill

Meeting Date: 6/17/2019 **Agenda Item:** 5.c

Subject: Street Fair Applications: City of Anacortes 4th of July parade, Anacortes Arts Festival

Staff Contact: Fred Buckenmeyer, Don Measamer

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

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

Summary Statement: Street Fair Applications for Anacortes 4th of July Parade & Anacortes Arts Festival (August 2-4, 2019)

Background: The July 4 parade organizers request closure of Commercial Avenue from 3rd Street to 10th Street and include 10th to N Avenue from 9 a.m. to 1 p.m. Anacortes Arts Festival organizers request closure of Commercial Avenue from 10th Street to the Port Transit Shed and connecting side streets from Q to O Avenues (leaving 4th Street and necessary alleyways open). No changes from their typical request. Event will take place the first full weekend in August and streets will be closed beginning Thursday, August 1 at 4 p.m. until August 5 at 12:01 a.m. approximately. Event includes juried Art Show, art vendors, food, entertainment

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: NA

Competing Viewpoints Considered: NA

Recommended Motion: I move to approve the proposed street fair applications as submitted

Alternative Actions: Deny the request(s)

Attachments (listed in order presented): Anacortes 4th of July Parade and Anacortes Arts Festival Applications & City Memos



MEMO

TO: City Council Members, Mayor Gere
FROM: Fred Buckenmeyer, Director of Public Works
DATE: June 17, 2019
SUBJECT: 4th of July Parade 2019

Sponsor/Organizer: Jonn Lunsford, Director, COA Parks & Rec

Location:

3rd Street & Commercial Avenue to 10th Street and including 10th Street from Commercial to N Avenue.

Dates & Times:

Thursday, July 4, 2019
9 a.m. - 1 p.m.

Background:

Annual 4th of July parade with floats, marching bands, cars, etc. in support of America's independence.

Parking Restrictions:

Parking restricted in closed areas (Commercial Ave from 3rd Street to 10th & 10th Street from Commercial to N Avenue). "NO PARKING" signs will be posted within 48 hours of the event.

Public Works Services:

Signage and street barriers, street sweeper, sanitation service

Police Services:

Police escort and traffic control

Recommendations:

Staff recommends approval

Proposed Motion: Recommend approval

Emergency Contact Numbers:

Jonn Lunsford – 360-661-3664

cc: Marcia Hunt



STREET FAIR APPLICATION

Date Received: 6/10/2019 Received by: JStewart City Council Approved: _____

NAME OF EVENT 4th of July Parade

DATES of Event July 4, 2019

TIME of Day 10:30 a.m. – 2:30 p.m.

NATURE/PURPOSE of Event United States of America Independence Day Celebration

PARTICIPANTS/Attendees (estimated number) 4,000 Attendees

LOCATION of Event (include locations and dimensions of any structure to be erected, dimensions of street/right-of-way to be used and dimensions of same to remain unobstructed) _____

Event will start at 3rd & Commercial, head south to 10th Street, turn right on 10th Street, turn right on N Avenue to complete the parade route.

DESCRIPTION of Event Floats, marching bands, cars, etc. will parade down Commercial in celebration of America's independence

FACILITIES requested (street, sidewalk, park, etc.) Streets (street sweeper next day), Sanitation (pick up after farmers market and after parade), Parks (boom truck, port-a-poddy).

Dates/hours requested 7/3/18 9:00 PM

EQUIPMENT requested No Parking Signs posted 7/1/19

Dates/hours requested NA

SERVICES requested (eg. Custodial, traffic control) Auxiliary Patrol at intersections 3rd - 10th ; O & 10th

Dates/hours requested 7/4/19 10:30 – 2:30

PARKING (include locations and dimensions of parking space to be available/provided) Parking on Market Street and at the Depot

INSURANCE (Certificate of Insurance must be submitted with Application)

Required _____ Not Required X

FEES (itemize any Admission fees/space rental fees/sale of items/solicitation of funds) No Fees

APPLICANT/ORGANIZATION (Name) City of Anacortes – 4th of July Committee

Name of responsible person Jonnn Lunsford Phone # 360.293.1953

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

Date of Birth _____

Event and contact information to be included on the City website:

Contact Name **Jonnn Lunsford / Sylvia Cooper**

Phone # **360.293.1953 / 360.299.0953**

Contact Address **P.O.Box 547**

Email Address jonnl@cityofanacortes.org / sylviaac@cityofanacortes.org Website address www.anacortes.org

Event Address **Commercial Avenue 3rd through 9th Street;**

Hours of Event **7/4/19 10:30 – 2:30**

Does your event require vendor(s) or participant(s) to sign up to participate? This year **No**

The undersigned agrees to assume responsibility for the above-described event, and to abide by all conditions stipulated upon acceptance of permit.

Signature _____ Date _____

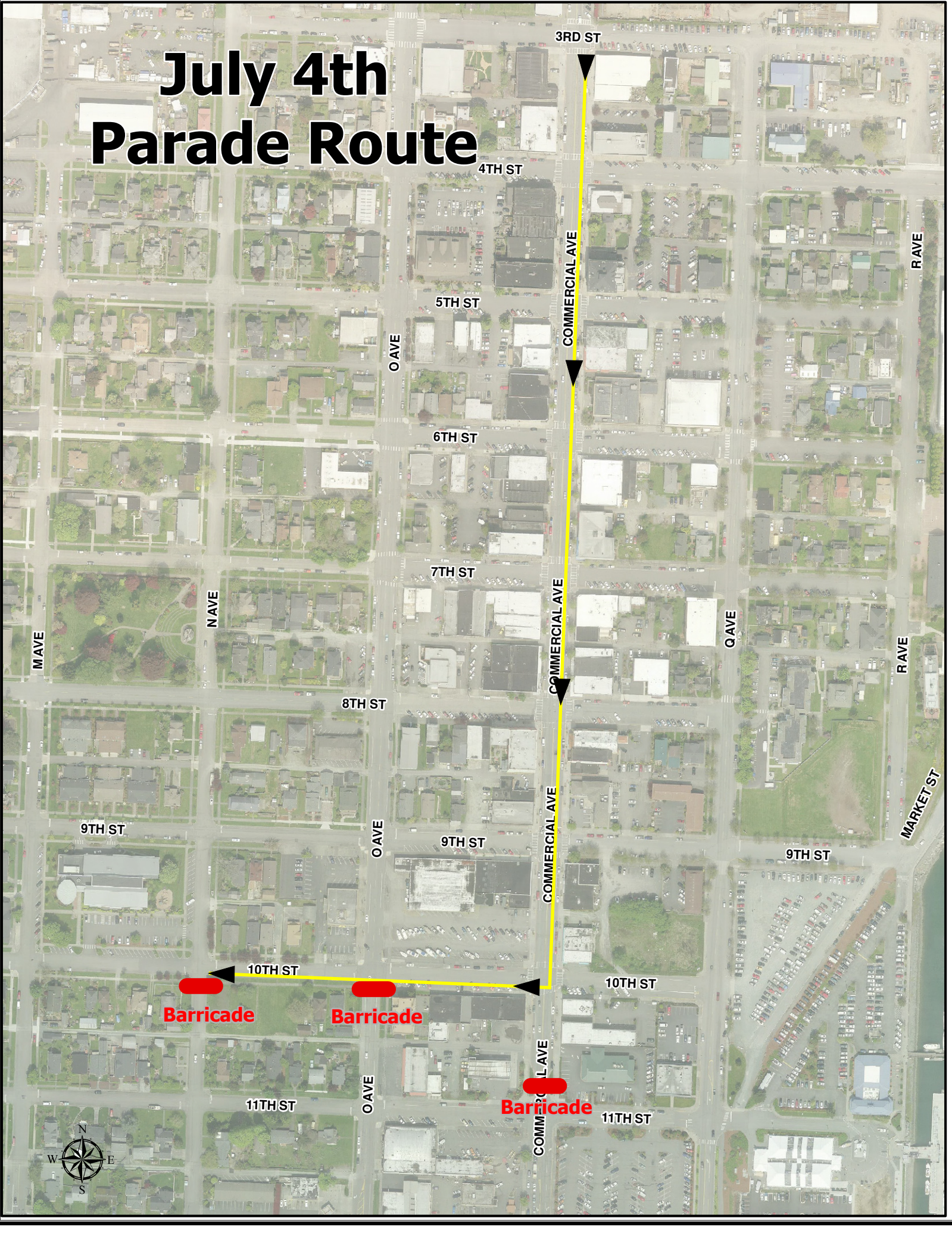
*** FOR OFFICE USE ONLY ***

	Initials	Comments (Stipulate Conditions of Approval on Reverse)
Mayor	_____	_____
Building	<u>DM</u>	_____
Fire	<u>JK</u>	_____
Parks	<u>JL</u>	_____
Police	<u>JS</u>	_____
Public Works	<u>FB</u>	_____
City Council	_____	_____

*** PERMIT ***

Permit will be issued after review by above Department Heads and City Council subject to the following conditions: Compliance with all City Ordinances, Compliance with Department with Public Works regulations, and Submittal of Certificate of Insurance saving the City harmless from all liability.

July 4th Parade Route



3RD ST

4TH ST

5TH ST

6TH ST

7TH ST

8TH ST

9TH ST

10TH ST

11TH ST

9TH ST

10TH ST

11TH ST

O AVE

O AVE

O AVE

COMMERCIAL AVE

COMMERCIAL AVE

COMMERCIAL AVE

COMMERCIAL AVE

R AVE

R AVE

MARKET ST

9TH ST

Barricade

Barricade

Barricade





MEMO

TO: City Council Members, Mayor Gere
FROM: Fred Buckenmeyer, Director of Public Works
DATE: June 17, 2019
SUBJECT: Anacortes Arts Festival 2019

Sponsor/Organizer: Anacortes Arts Festival, Meredith McIlmoyle

Location:

Commercial Avenue & side streets for one block on either side of Commercial between Port Transit Shed and 10th Street.

Dates & Times:

August 1 at 5 p.m. to August 5, 2019 at 12.01 a.m.

Background: Three day annual Anacortes Arts Festival (since 1962) to include booth artisans, food vendors, entertainment, working artists, youth area, stages with musicians and performing artists, beer and wine gardens.

Parking Restrictions:

Parking restricted in closed areas. Sponsors will post “No Parking” signs 48 hours prior to the event. Street parking on streets adjacent to the festival along with designated handicapped parking.

Public Works /City Services:

City Solid Waste Dept. will provide garbage service

City Building Dept. will supply “No Parking” signs

Cone, barricades, pylons and all signs other than “No Parking” signs will be supplied by applicants.

Police Services: Police support required.

Recommendations: Staff recommends approval subject to applicant’s submitted request. All food vendors must follow new fire safety regulations as outlined in attached memo.

Proposed Motion: Recommend approval.

Emergency Contact Numbers: Meredith McIlmoyle

cc: Marcia Hunt



STREET FAIR APPLICATION

Date Received: 06/28/2019 Received by: JStewart City Council Approved: _____

NAME OF EVENT. Anacortes Arts Festival.

DATES of Event. August 2, 3, 4, 2019.

TIME of Day. 8/2: 10:00a.m. – 7:00p.m., 8/3: 10:00a.m. – 6:00p.m., 8/4: 10:00a.m. – 5:00p.m.

NATURE/PURPOSE of Event Arts Festival, with music & food.

PARTICIPANTS/Attendees (estimated number). 100,000.

LOCATION of Event (include locations and dimensions of any structure to be erected, dimensions of street/right-of-way to be used and dimensions of same to remain unobstructed) Most of the activity is on Commercial Avenue. The Festival uses from O Avenue to R Avenue and from 10th Street to 1st Street. There are 10x10 and 10x20 canopies throughout the festival, with larger 20x30 canopies at 2nd & Commercial, 3rd & Commercial and 10th & Commercial. In all cases, we leave room for a vehicle to pass by structures or fencing.

DESCRIPTION of Event 300 booth artisans, a youth area, several food court locations, three stages, working artists area and three points of liquor sale are set-up for guests coming from out-of-town and locally to enjoy over the course of the three days.

FACILITIES requested (street, sidewalk, park, etc.) We request to use the streets and sidewalk space in all of the above-mentioned areas of downtown Anacortes.

Dates/hours requested. Commercial Avenue – from 8/1 at 4:00p.m. until 8/5 at 12:01a.m.; 7th Street from R Avenue to Commercial, 6th Street from O Avenue to R Avenue (we will keep access to post office and City Hall open), 3rd Street from O Avenue to Commercial Avenue on 8/1 from 2:00p.m. until 8/5 at 12:01a.m.

EQUIPMENT requested: Parks & Recreation for sandbox in youth areas street closure signs from Planning Department.

Dates/hours requested: 8/1 for drop-off through 8/5 for pick-up

SERVICES requested (eg. Custodial, traffic control) Sanitation Department for trash disposal and street sweeping (can we request for sweep both pre- and post- festival?), Auxiliary Patrol for traffic control.

Dates/hours requested. Same as previous years and will work with each department to make arrangements.

PARKING (include locations and dimensions of parking space to be available/provided) Parking is throughout the downtown corridor. We would like to use the City Parking Lots again for handicap accessible parking.

INSURANCE (Certificate of Insurance must be submitted with Application)

Required _____ Not Required _____ (will provide the additionally insured certificate pre-festival)

FEES (itemize any Admission fees/space rental fees/sale of items/solicitation of funds) Booth artisans pay a fee for their booths and the festival sells souvenirs from our information booth and alcohol from our beer gardens. The event is free and open to the public. _____

APPLICANT/ORGANIZATION (Name) Anacortes Arts Festival _____

Name of responsible person. Meredith McIlmoyle _____ Phone #. 360-293-6211 _____

Address 505 O Avenue, Anacortes, WA. 98221 _____

Event and contact information to be included on the City website:

Contact Name Meredith McIlmoyle _____ Phone # 360-393-6211

Contact Address. 505 O Avenue, Anacortes, WA. 98221

Email Address. events@anacortesartsfestival.com Website address anacortesartsfestival.com

Event Address Commercial Avenue. Hours of Event Fri, 10 – 7p.m., Sat 10 – 6p.m., Sun 10-5p.m.

Does your event require vendor(s) or participant(s) to sign up to participate? Yes

The undersigned agrees to assume responsibility for the above-described event, is over the age of 18, and to abide by all conditions stipulated upon acceptance of permit.

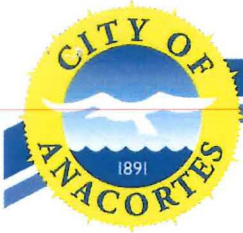
Signature M McIlmoyle Date 5.28.19

* FOR OFFICE USE ONLY *

	Initials	Comments (Stipulate Conditions of Approval on Reverse)
Mayor	_____	_____
Building	<u>DM</u>	_____
Fire	<u>JK</u>	_____
Parks	<u>JL</u>	_____
Police	<u>JS</u>	_____
Public Works	<u>FB</u>	_____
City Council	_____	_____

* PERMIT *

Permit will be issued after review by above Department Heads and City Council subject to the following conditions: Compliance with all City Ordinances, Compliance with Department with Public Works regulations, and Submittal of Certificate of Insurance saving the City harmless from all liability.



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.

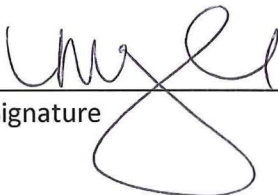
Date: _____

5/28/19

Meredith McIlmoyle-Director

Name and Title – Printed

Name and Title – Printed


Signature

Signature

FOOD VENDORS FIRE CODE ENFORCEMENT IN SKAGIT COUNTY

Beginning in 2019, Fire Departments in Western Washington will be enforcing an existing Fire Code that impacts our festival food vendors. The following are points that will be enforced and that you should address before the 2019 Festival Season:

1. You may not cook anything that produces grease laden vapors larger than 5 microns, under a canopy, without a Type 1 Suppression Hood. Even if the canopy is fire retardant.
2. Warming of food is okay with the use of sterno or propane.
3. Cooking that produces grease under a non-combustible structure will be allowed.
4. There will be a minimum of 10' separation between cooking equipment and any canopy, building structure or vehicle.
5. All food vendors that produce grease laden vapors will have a Class K rated extinguisher that is current in certification. All food vendors shall have an ABC type fire extinguisher with a minimum rating of 2A:10B:C with current certification.
6. Propane must be outside of canopy and secured.
7. All food vendors will need to complete an application with the City of Anacortes prior to the Festival and will be subject to inspection before service may begin.
8. Kettle Corn vendors are exempt from the canopy cooking regulations.
9. All mobile food vendors must have a current Skagit County Inspection and a Washington State Labor and Industries Inspection. Note: L & I is one time inspection, Skagit County is an annual inspection performed by a participating Fire Department.

IF YOU HAVE ANY QUESTIONS REGARDING THE ABOVE FIRE CODE REQUIREMENTS, PLEASE CONTACT JACK KENNEDY, ASSISTANT CHIEF/FIRE MARSHAL, ANACORTES FIRE DEPARTMENT 360-293-1932

A handwritten signature in cursive script, likely belonging to Jack Kennedy, is written diagonally across the lower right portion of the page.



City Council Agenda Bill

Meeting Date: 6/17/2019

Agenda Item: 7a

Subject: Lodging Tax Advisory Committee Annual Appointments for 2019

Staff Contact: Don Measamer

Approved for Submittal to Council by	
	Laurie Gere, Mayor
x	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney
x	Don Measamer, PCED Director

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

Summary Statement: The current members of the Lodging Tax Advisory Committee have confirmed they wish to serve another year. The members are: Pam Audette, Mark Lione, and Russ Olivier who represent a business required to collect the tax, and Erik Schorr, Andy Stewart and Karla Locke who are members of activities authorized to be funded by lodging tax revenue. Matt Miller, City Councilmember, is Chair.

Background: RCW 67.28.1817 requires the City to establish a Lodging Tax Advisory Committee ("LTAC") to review and comment on any proposals/requests for tourism funding prior to passage of the proposal. The advisory committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures, which comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under RCW [67.28.1815](#). Failure of the advisory committee to submit comments before final action on or passage of the proposal shall not prevent the municipality from acting on the proposal. A lodging tax advisory committee shall consist of at least five members, appointed by the legislative body of the municipality. The membership must include at least 2 members who are representatives of businesses required to collect the tax; at least 2 members who are persons involved in activities authorized to be funded by revenue received from the tax; a City elected official, who must serve as chair of the committee. The number of members in (a) must be equal to the number of members in (b). Persons who are eligible for appointment under (a) are not eligible for appointment under (b). Terms last one year and members are eligible for re-appointment. The City established Committee membership of at least 3 individuals per appointment (collecting funds or authorized to use the funds) in the Tourism Promotion Strategic Plan.

Previous Council/Committee Action: City Council last appointed Lodging Tax Advisory Committee members on [April 2, 2018](#) for the 2018 calendar year.

Competing Viewpoints Considered: None

Recommended Motion: I move to approve appointment of Matt Miller as Chair and Mark Lione, Erik Schorr, Russ Olivier, Andy Stewart, Pam Audette, and Karla Locke as committee members to represent the City in the review and recommendation of projects that encourage tourism in Anacortes.

Alternative Actions: Deny the appointments.

Attachments (listed in order presented): Slide presentation

Lodging Tax Advisory Committee (LTAC)

Annual Appointments

- RCW 67.28.1817 establishes minimum requirements for the City's Lodging Tax Committee
- Resolution 1972 adopted the City's LTAC Strategic Plan which establishes the City's LTAC Committee requirements:
 - At least three members who are representatives of businesses required to collect the tax.
 - At least three members who are persons involved in activities authorized to be funded by revenue received from the tax
 - A City elected official, who must serve as chair of the committee

Lodging Tax Advisory Committee (LTAC)

Annual Appointments

Current Committee Members

Chair: Matt Miller

Members authorized to collect the tax:

Pam Audette, Mark Lione, and Russ Olivier

Members authorized to be funded by the tax:

Erik Schorr, Andy Stewart, Karla Locke

Lodging Tax Advisory Committee (LTAC)

Annual Appointments

Existing Committee members have expressed a desire to continue.

Existing Committee members can be re-appointed by City Council motion.



Anacortes Community

4th of July Celebration

Community Donations

- Donated so far in 2019: \$9500
- Goal for Donations: \$12,000
- Donation from Culbertson Marine: \$6000 - \$8,000 (barge and tug)

4th of July Events

- Town Picture – 5th and Commercial @ 10am
- Patriotic Program – 5th and Commercial @ 10:10am
- Independence Day Parade @ 11am
- Rock the Dock – Seafarers Park @ 5pm
- Fireworks over Fidalgo Bay @ Dusk



-City of Anacortes-
Fourth of July
Celebrations

SCHEDULE OF EVENTS

JULY 4, 2019

10:00 am

Town Picture
5th and Commercial

10:10 am

Patriotic Program
5th & Commercial

11:00 am

Independence Day Parade

5:00pm

Rock the Dock
601 Seafarers Way

Dusk

Fireworks Show

Town Picture-Join your Anacortes neighbors in the annual photo shoot by the Anacortes American

Patriotic Program-Join us in celebrating our independence gained in 1776 and honor the brave men and women who secure our freedom

Independence Day Parade-Pre-register by June 22 at City Hall or at www.anacorteswa.gov-Fun unique floats, marching groups are encouraged

Rock the Dock- Family fun continues at the Port of Anacortes-
www.portofanacortes.org for more details

Fireworks - over Fidalgo Bay at Dusk

Fireworks donations welcome-
Anacortes Parks Foundation
PO Box 1902
Anacortes WA 98221





-City of Anacortes- *Fourth of July Celebrations*

SCHEDULE OF EVENTS

JULY 4, 2019

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5th and Commercial

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Anacortes WA 98221





Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning June 24, 2019

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

June 24, 2019

- Municipal Fiber Update (Discussion)
- Ordinance 3045: Amending Section 13.08.110(D) and Adding New Chapter 13.50 (Discussion/Possible Action)
- Resolution 2050: Unified Fee Schedule Update: Add Fiber Fees (Discussion/Possible Action)

July 1, 2019

- Contract Award: Downtown Sidewalks Phase 4, #19-009-TRN-002 (Action)
- Contract Award: 2019 Asphalt Overlay, #19-004-TRN-003 (Action)
- Contract Award: Fiber Optic Telemetry HPDE Fittings and Micro Duct Purchase #14-056-IDS-011 (Action)

July 8, 2019

Special Meeting: 5:30 All Council Training: Microsoft Surface Books and Office 365 Rollout to Council Members

- Contract Award: March Point Area Roadway Repair 2019, #19-007-TRN-001 (Consent)

July 15, 2019

July 22, 2019

August 5, 2019

August 12, 2019

August 19, 2019

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jun 17, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Jun 24, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Jun 26, 2019, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, Jul 1, 2019, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Jul 2, 2019, 8:30 AM, Port of Anacortes
- Planning, Monday, Jul 8, 2019, 5:00 PM, Main Conference Room, City Hall
