

Anacortes City Council Minutes - October 28, 2024

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of October 28, 2024 at 6:00 p.m. Councilmembers Ryan Walters, Christine Cleland-McGrath, Bruce McDougall and Amanda Hubik were present. Councilmembers TJ Fantini, Anthony Young, and Carolyn Moulton were absent.

Mr. Walters moved, seconded by Ms. Hubik, to excuse the absence of Mr. Fantini, Mr. Young, and Ms. Moulton. 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 Parks and Recreation and Public Works department staff and volunteers for a successful Haunted Forest event over the weekend. He then thanked first responders for their commitment to community safety that goes beyond duty in commemoration of First Responders Day. He reminded the public that the [Community Economic Development Survey](http://www.planacortes.org) is online at www.planacortes.org, that Halloween Downtown Trick-or-Treat will take place on Thursday evening from 4-6 pm between 3rd Street and 10th Street, and that daylight savings ends this weekend.

Fiber Committee

Mr. McDougall reported from the Fiber Committee meeting held October 24th. The topics discussed included system and technology redundancy, a subscriber update, and the schedule for Council consideration of the \$12 million limited tax general obligation bond.

Planning Committee

Mr. Walters reported from the Planning Committee meeting held earlier in the evening. The topics discussed included a funding request from the Downtown Anacortes Alliance for 2025 that is not in the preliminary budget and the proposed ordinance that will establish review timelines for permits.

Personnel Committee

Ms. Cleland-McGrath reported from the Personnel Committee meeting held October 25th. The topics discussed included a recruiting and hiring update, the memorandum of understanding with the firefighters' guild, a code of ethics proposed by Councilmember Fantini, and the 2025 personnel handbook update.

Department of Ecology - Wastewater Treatment Plant Outstanding Performance Award

Mayor Miller and Public Works Director Andrew Rheame presented Wastewater Treatment Plant Manager Brian Walker with the Department of Ecology Outstanding Performance Award.

Department of Commerce - 2024 Washington Governor's Smart Communities Award

Planning, Community, and Economic Development Director John Coleman introduced Anne Fritzel, Housing Programs Manager with Growth Management Services Division for the Washington State Department of Commerce. Ms. Fritzel presented the 2024 Washington Governor's Smart Communities Award to the city for the adoption of the 2023 Housing Action Plan in recognition of smart housing strategies.

Public Comment

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

Public comment was delivered as follows:

Patrick and Ellen Smedile of Anacortes spoke about the land designated for park use on Minnesota Avenue and

West 6th Street. Mr. Smedile mentioned that it is the only open place for children in the neighborhood to play and inquired about the future use of the land.

Steve Anderson of Anacortes spoke about political yard signs, asking if there was a provision in the city code regarding how long they can be posted on private property.

Consent Agenda

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

a. Minutes of October 21, 2024

b. Approval of claims in the amount of \$3,999,568.95

The following vouchers/checks were approved for payment:

EFT numbers: 110771 through 110810, total \$3,757,703.42

Check numbers: 110811 through 110833, total \$224,797.54

Wire transfer numbers: 356668 through 356944, total \$17,067.99

c. Resolution 3168: Public Right-of-Way American with Disabilities Act (ADA) Self-Evaluation and Transition Plan

Other Business

Contract Award: Anacortes Public Library Young Adults Interior Renovation Project #23-192-LIB-003

Library Director Jeff Vogel introduced the proposed contract #23-192-LIB-003 with Regency NW Construction, Inc. for the Anacortes Public Library Young Adults Interior Renovation Project, referring to a slide presentation that was added to the packet materials for the meeting. Mayor Miller thanked the Library Foundation for its financial support for this and other library projects.

Amanda Hubik moved, seconded by Ryan Walters, to authorize the mayor to sign contract #23-192-LIB-003 with Regency NW Construction Inc. for the Anacortes Public Library Young Adults Interior Renovation Project. Vote: Ayes - Amanda Hubik, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall. Nays - None. Result: Passed

Interlocal Agreement #24-266-LIB-001 for 2024 Library Materials Funding

Library Director Jeff Vogel introduced proposed interlocal agreement #24-266-LIB-001 with Skagit County for 2024 Library Materials Funding

Amanda Hubik moved, seconded by Christine Cleland-McGrath, to authorize the mayor to execute the interlocal agreement #24-266-LIB-001 with Skagit County for 2024 Library Materials Funding.

Vote: Ayes - Amanda Hubik, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall. Nays - None.

Result: Passed

2025 Operating Budget

Finance Director Steve Hoglund introduced the discussion on the 2025 Operating Budget, referring to a slide presentation that was included in the packet materials for the meeting. He mentioned that the Wastewater Treatment Plant Outfall project should have been included in the Capital Facilities Plan amendment.

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

Discussion topics included:

Administrative Services - Emily Schuh

- Voice over internet protocol phone system replacement cost.
- Mechanism for setting aside money to be used to fund projects that exceed the budget.
- Customer service capacity for Fiber.
- Using a contract firm for public defense in lieu of hiring an additional full-time employee.
- Grant to fund public defense. Ongoing or one-time source of revenue?

Planning, Community, Building, and Economic Development - John Coleman

- Permit review ordinance measures - budgeting for on-call permitting staff.
- Adjustments to the fee schedule or contracting with Department of Commerce recommended vendors.
- Consulting to streamline and map departmental processes and staff functions.
- Alternative fund sources for process improvements through utility funds.
- Council access to Department of Natural Resources (DNR) lease and subleases - need for an executive session.
- Accuracy of costs for breakwater and creosote pile removal.
- List of requirements for DNR lease.
- Memo summarizing the costs and liabilities associated with the lease.
- Grant funding for the projects.

Legal - Darcy Swetnam

- Cross-training and back-up for grant and contracts manager.
- An Assistant City Attorney was authorized to help the City Attorney with her workload.

Human Resources - Kendall Moyle

- A nearly 10000% increase in insurance costs is due to handling of an administrative case.

Police - Dave Floyd

- Could the actuals for 2025 be less than budgeted due to the location of the recruit training center in Arlington?
- A 25% increase in interfund costs is for funding Equipment Rental and Replacement fund at 100%.
- T-Bone retirement and replacement timeline.
- Delay in purchasing vehicle replacements in 2025 to conserve funds for the budget year.
- Staffing updates on filling open positions and strategies for recruiting.
- Loosening application requirements to have access to more candidates.

Fire and Emergency Medical Services - Bill Harris

- Order status for the replacement apparatus - expected to arrive in early 2026.

Museum - Bret Lunsford

- How much of the capital budget is paid for by sources other than city funds?
 - \$50,000 in museum donations, \$90,000 in real estate excise tax and the remainder funded by the Anacortes Museum Foundation.

Parks, Recreation and Cemetery - Jonn Lunsford

- Tommy Thompson Trail feasibility study progress.
- Utility services line item.
- West side park funding source and project timing. Grant funding. Phased project to spread cost over time.
- Increase in funding for Clearidge pickleball court sound issues.

Library - Jeff Vogel

- Maintaining the same level of services and hours.
- Shorter wait times for resources.
- Increased cost of electronic media.

Legislative, Executive and Finance - Steve Hoglund

- Difference in Professional Services due to OpenGov termination.

Adjournment

There being no further business, at approximately 8:27 pm the Anacortes City Council meeting of October 28, 2024 was adjourned.