

- Meetings may be viewed on the [City of Anacortes website](#), on the City of Anacortes [YouTube](#) Channel, or on TV [Channel 10](#).
- 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

November 4, 2024
5:00 PM

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

1. **Call to Order Special Joint Meeting with the Port of Anacortes Commission**
2. **Other Business**
 - a. Community Event Facility Update (Discussion)
3. **Public Comment**
4. **Adjournment**

Per the council rules of procedure, a person who wishes to provide public comment at this meeting may do so:

- *On matters pertaining to a particular agenda item at the invitation of the chair at the time the City Council takes up discussion of that agenda item. Items open for public comment are indicated with an asterisk (*)*
- *On any other matter specifically pertaining to the City of Anacortes during the Public Comment agenda item.*

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



City Council Agenda Bill

Meeting Date: November 4, 2024 **Agenda Item:** 2.a.

Agenda Item Title: Community Event Facility Update

Staff Contact(s): Matthew Miller

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Greg Francioch	Discussion
Jennifer Tottenham	
Emily Schuh	
Matthew Miller	

Item Summary:

Budget Impact:

Previous Action:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. November 4th 2024 Council Commision Event Center Special Meeting_MATT MILLER
2. 2024 11 04 Special Meeting_Port City Joint Meeting
3. 2024-11-04 POA Events Center_Review Set
4. 2024-11-04 Memo on Construction and Ops Agreements

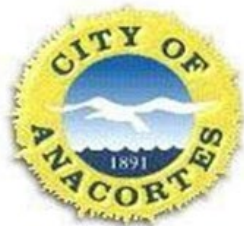


Port of Anacortes City of Anacortes

COMMUNITY EVENT FACILITY UPDATE

November 4th, 2024

Mayor Miller



AGENDA

- Purpose
- Where Have We Been
- Where Are We Now
- Where Are We Going
- Roundtable
- Public Comment
- Adjourn (NLT 5:55 PM)

PURPOSE

- Update on Events Facility
- Public Discussion with City Council and Port Commissioners
- Feedback

HISTORY

- Last public Special Meeting: March 25, 2024, ILA
- Joint Funding Port/City (\$77K v. \$95K)
- Many “Tiger Team” – Port/City Liaison – Ryan/Brenda/Staff Meetings
- Elected officials Committed to Port/City Cooperation Including Shared Risks and Opportunities

WHERE WE ARE

- Presentation: Director Greenwood/RMC Architects
- Actual Concepts (Accounts, Community Stakeholders/User Inputs)
- Port Provides Land, City pays for Construction from Lodging Tax Revenue, City “Operates” via Policy
- Status on Construction/Management ILAs - CM Walters
- Port Constructs, Owns, and Manages Day-to-Day Operations

Where We Are Going

- ILA Work/Final Design: November 2024
- West Basin Permitting: End of 2024
- Complete Design and Obtain Building Permits: May 2025
- Bid and Approve Construction Contract: August 2025
- Open for Port's Centennial: November 2026
- Risks/Opportunities
- New Private Developer Proposal : 10th & Commercial Avenue
- Strong Port/City Partnership
- Discussion
- City Council Meeting 6:00 PM



PORT CONTRIBUTIONS TO THE CAP SANTE EVENT VENUE

PORT OF ANACORTES

WEST BASIN MASTER PLAN



Phase 1

RV Park - Complete

Phase 2

- 2024 - 2025

Phase 2.1

- 2027 - 2028

Phase 3

- 2024 - 2025

Phase 3.1

- 2026 - 2028

Phase 3.2

- 2026 - 2028

Phase 4

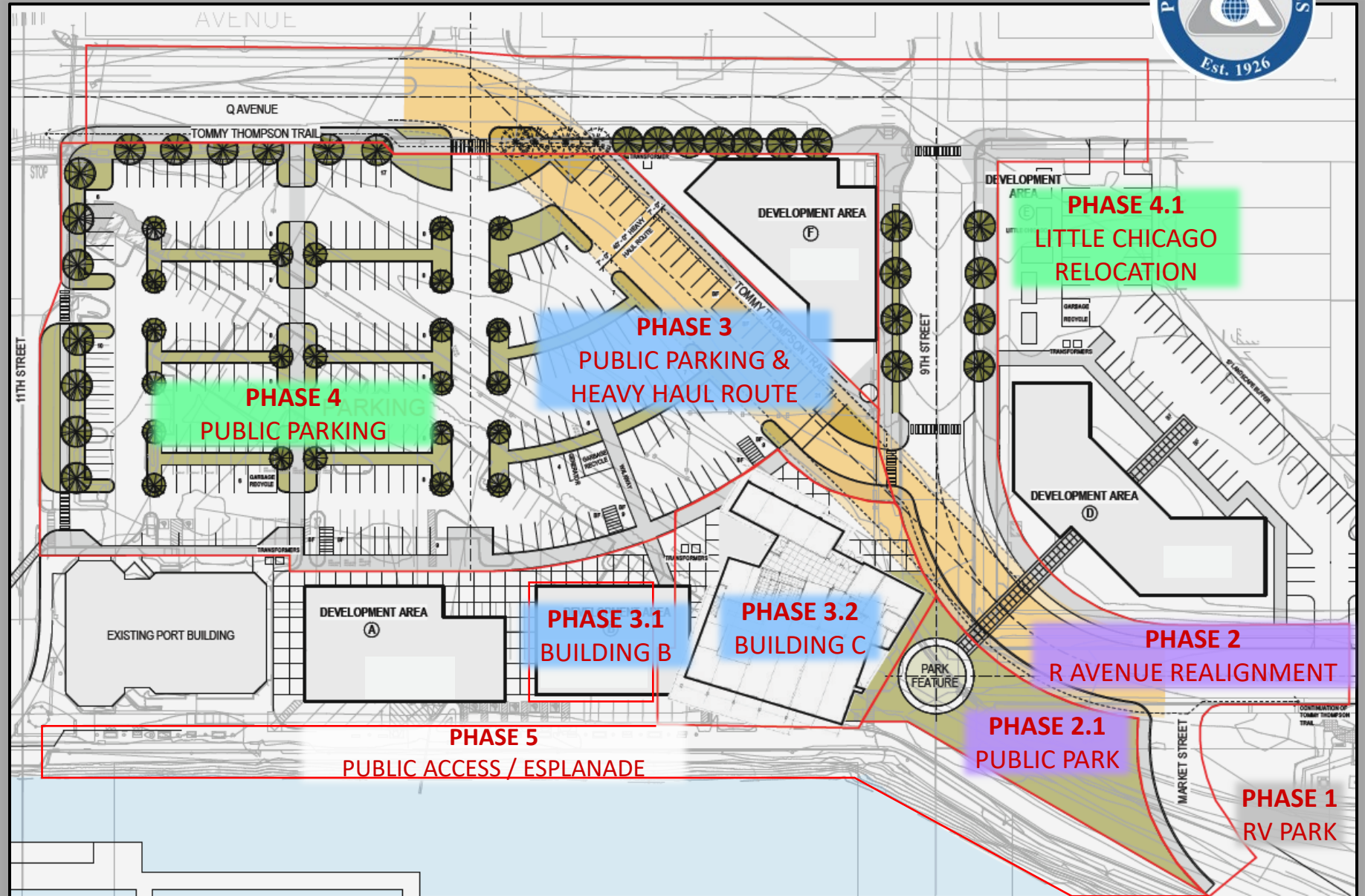
- 2025 - 2026

Phase 4.1

- 2027 - 2028

Phase 5

- 2027 - 2028





Adjusted Schedule to meet Event Center Timeline

R Ave Realignment – \$3,450,000

Public Park – \$1,000,000

Public Parking – \$1,200,000

Heavy Haul Route and Public Parking – \$1,700,000

Little Chicago Relocation – \$270,000

Potential Lease Pad Revenue

\$6.1M – Over 30 Years

Financing Options – Loans / Bonds

Aggregate Total

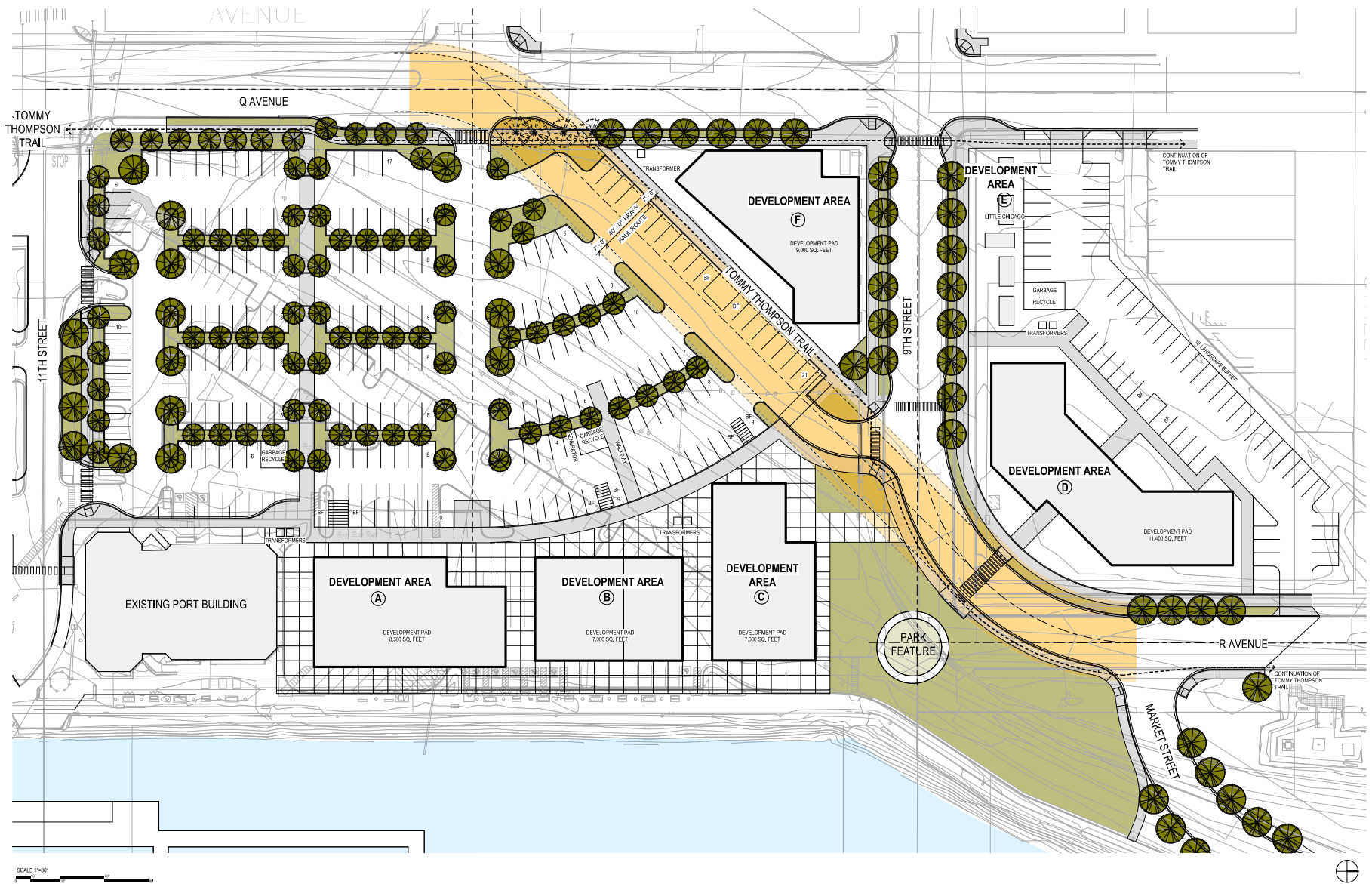
\$7,620,000

November 4, 2024

Anacortes Event Venue Cap Sante Marina



City of Anacortes | Port of Anacortes



SUBAREA MASTERPLAN

Port of Anacortes
MARINA SUBAREA MASTERPLAN
Cap Sante Marina

RMC ARCHITECTS

Pioneer Park Pavilion



Shilshole Marina



Bellingham Schools



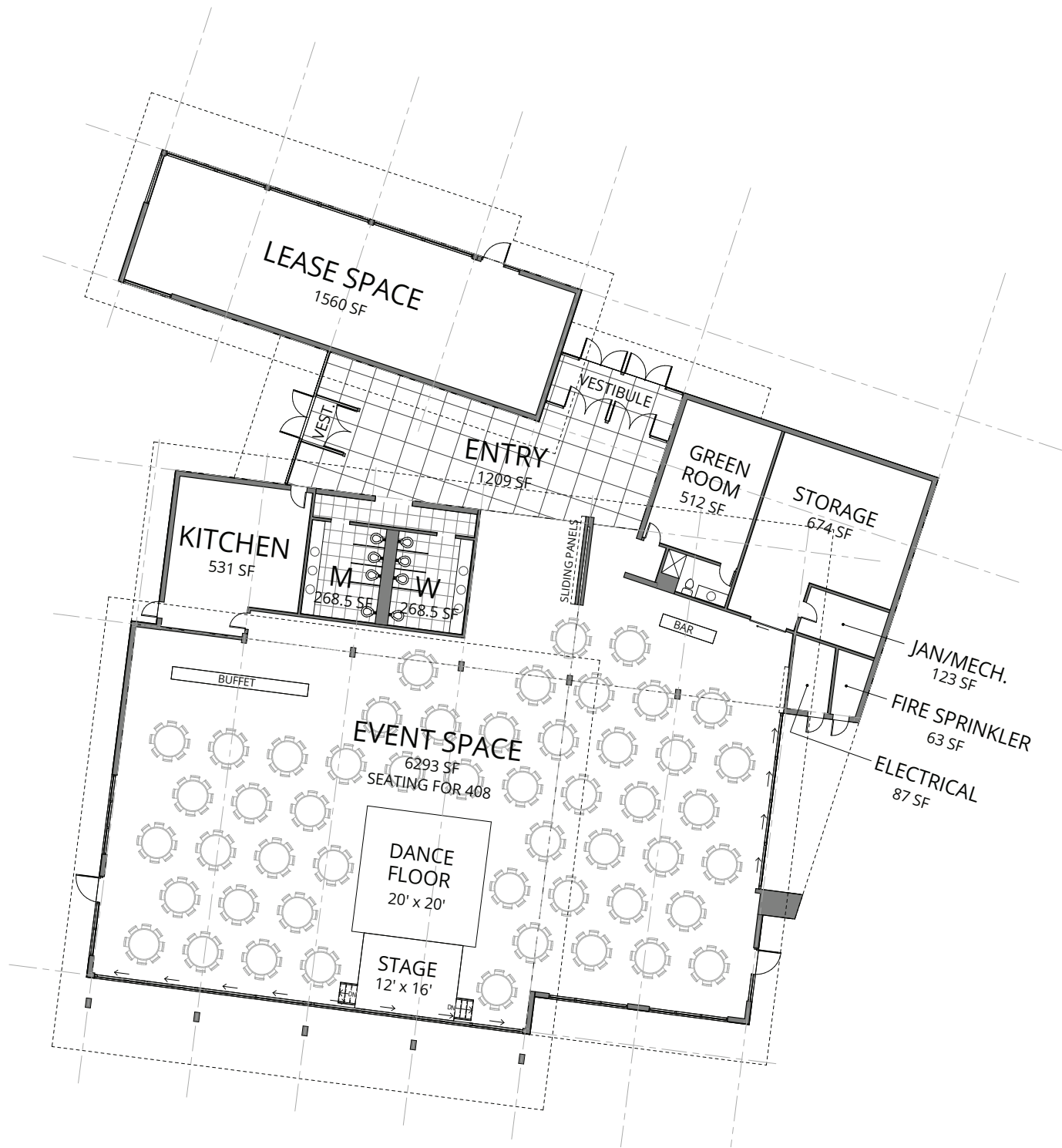
BELLINGHAM
PUBLIC SCHOOLS
DISTRICT OFFICE
1985 BARKLEY BLVD

POA RV Park Restrooms





PERSPECTIVE



FLOOR PLAN



BUILDING SECTION



PERSPECTIVE



PERSPECTIVE



PERSPECTIVE



PERSPECTIVE

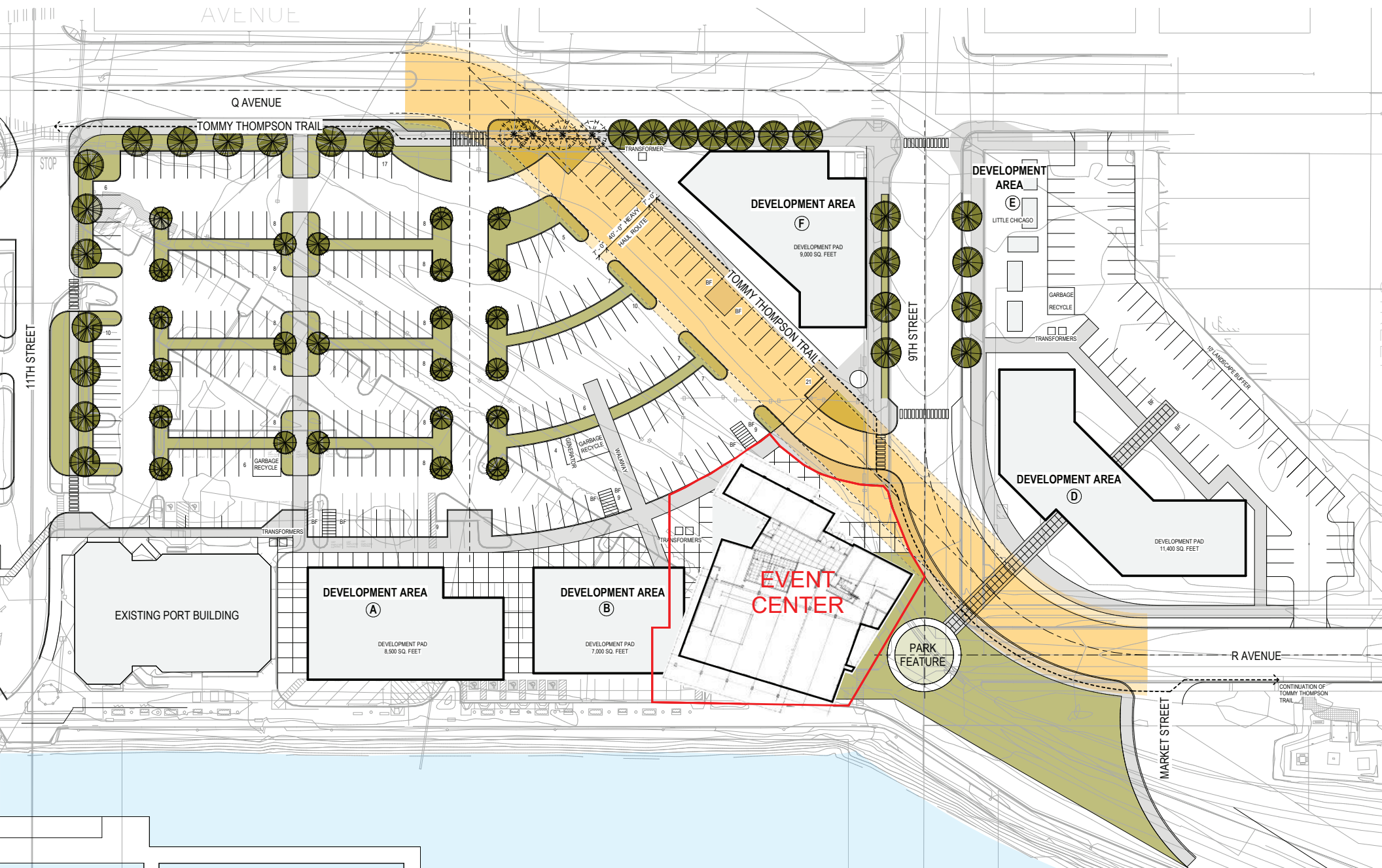
West Basin Open Space

Schematic Framework: Event

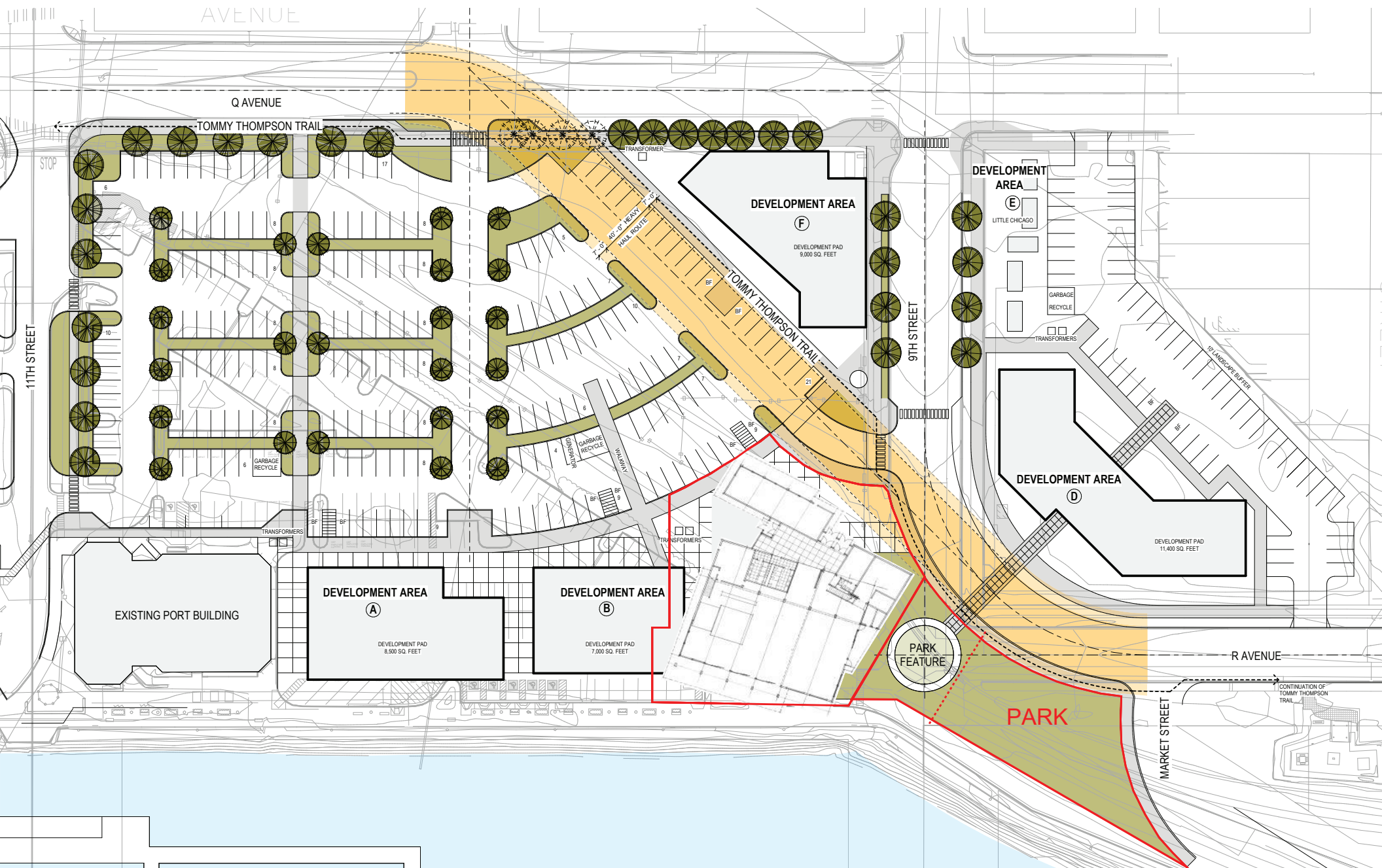
- Provides space for outdoor tents to expand event space in urban plaza
- Movable planters reoriented to limit access to outdoor event area(s)
- Movable tables & chairs stored during outdoor events



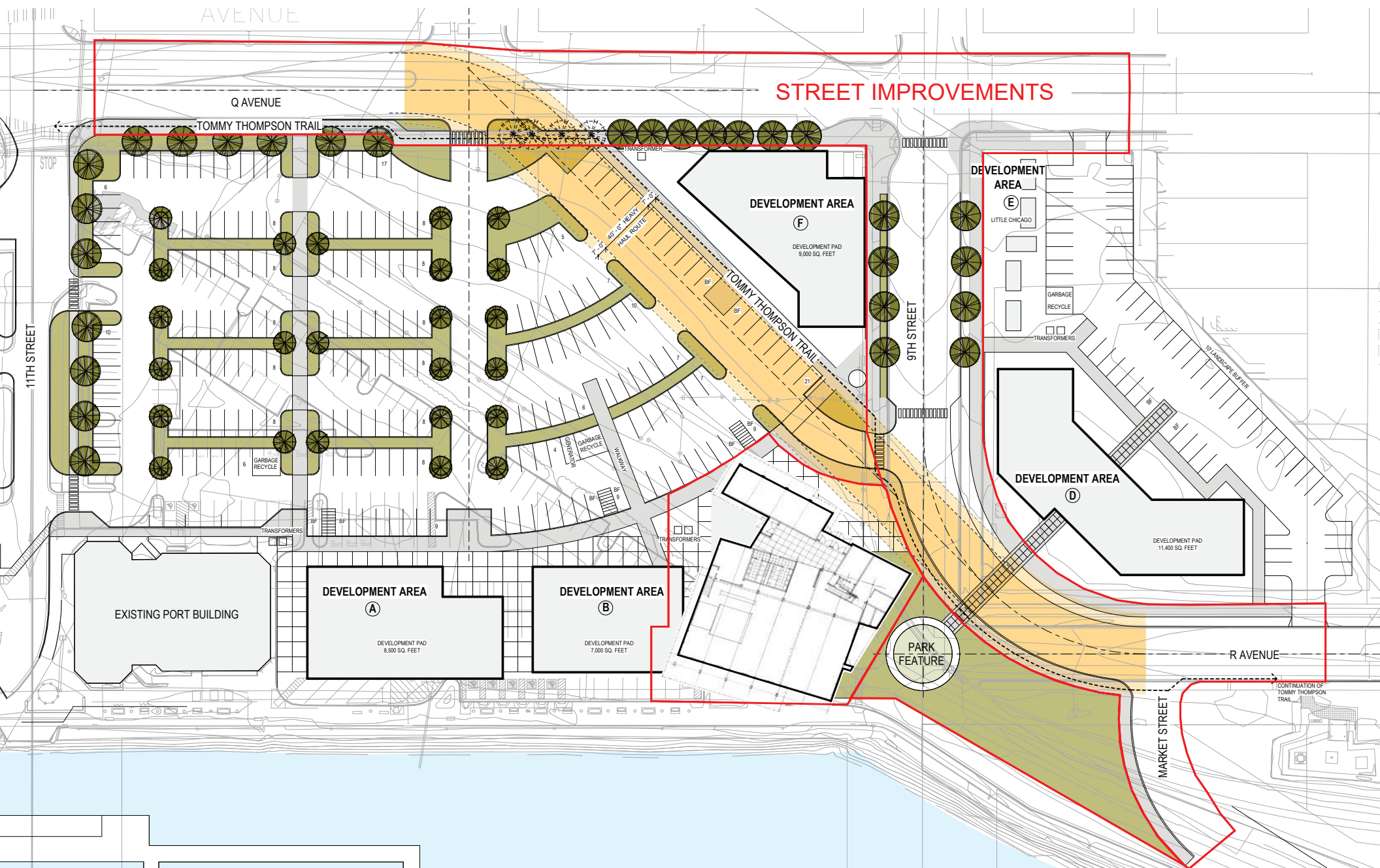
WEST BASIN OPEN SPACE



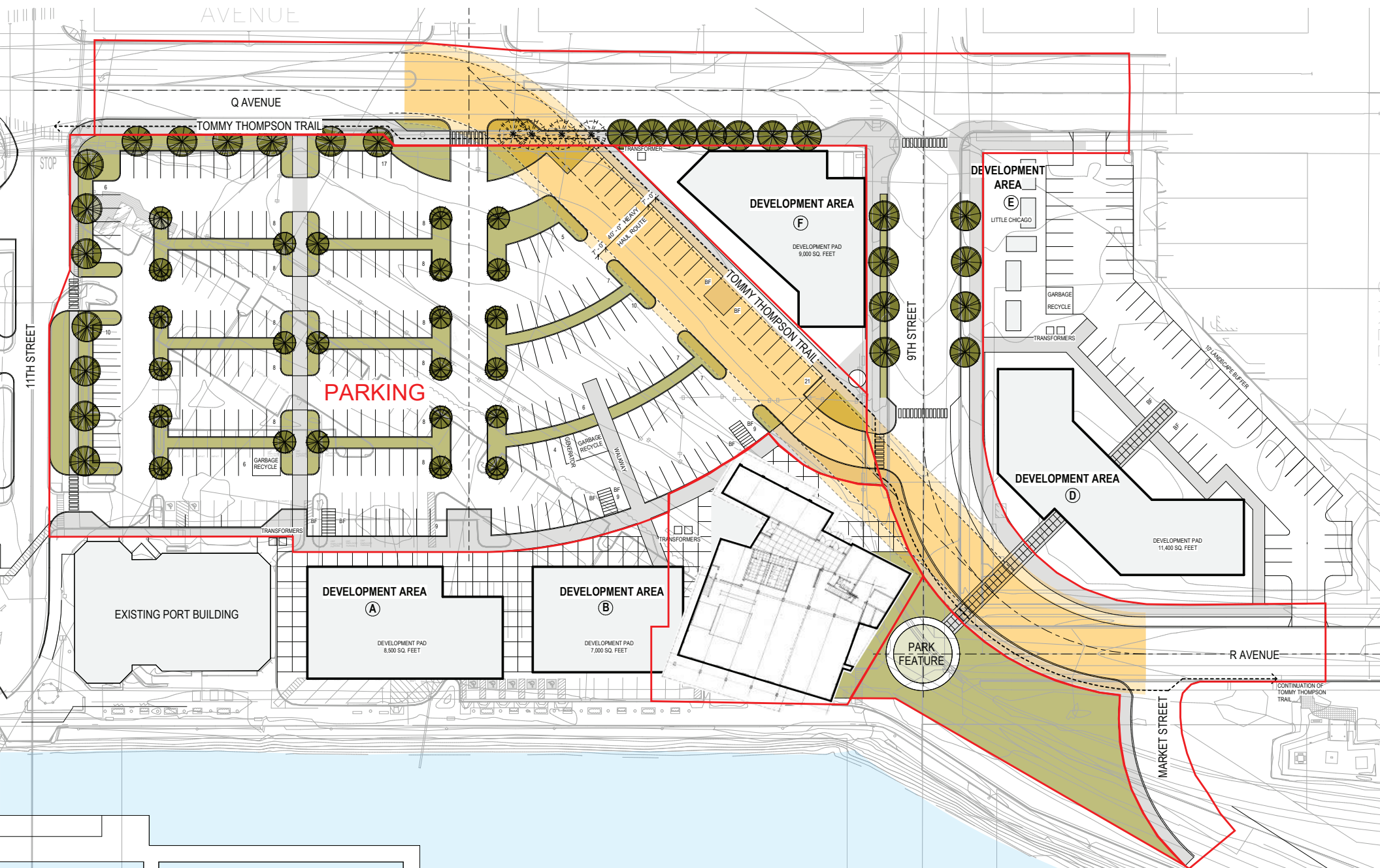
SITE PLAN



SITE PLAN



SITE PLAN

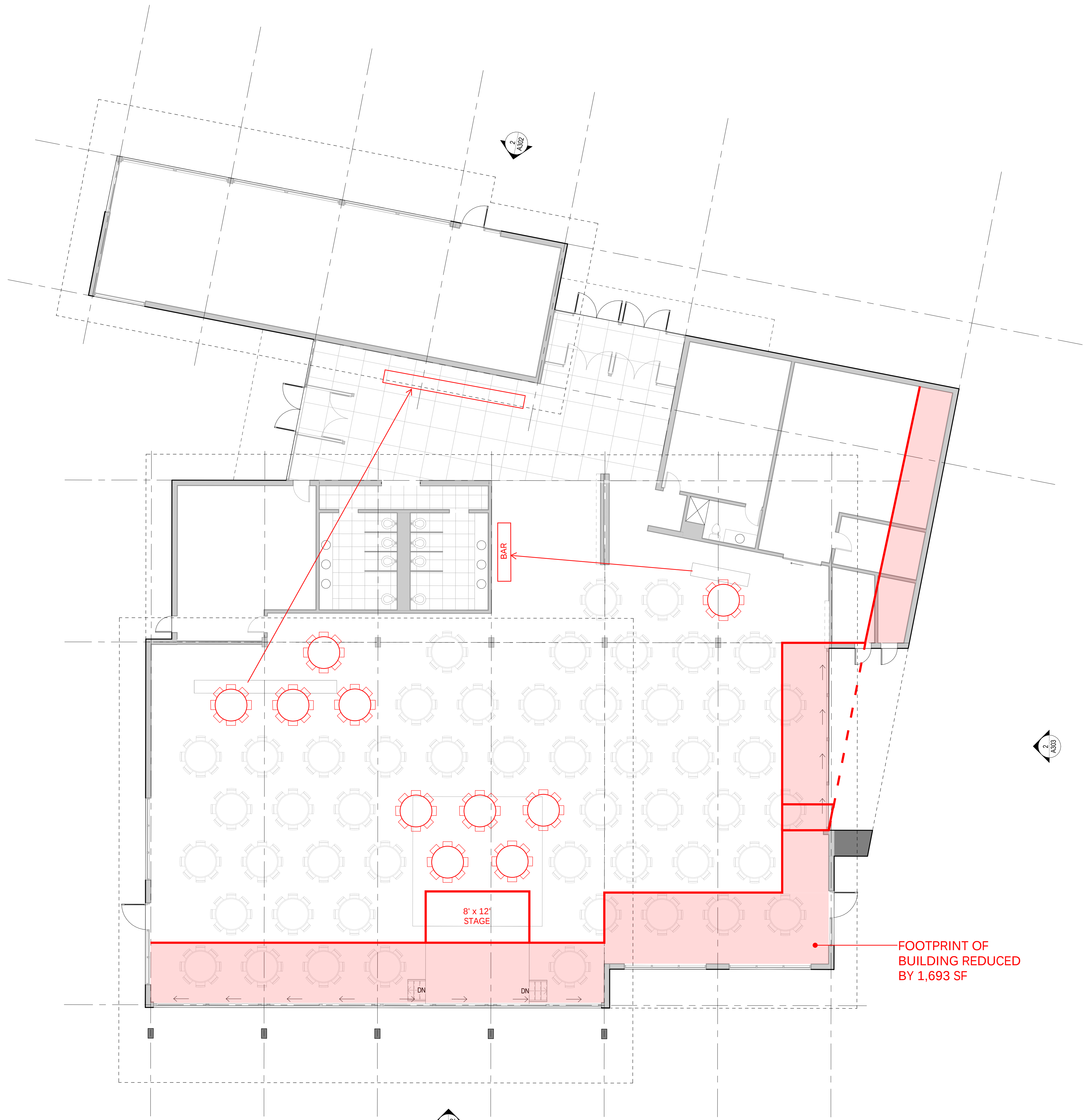


SITE PLAN

Project Hard Costs + Soft Costs

		Building		Site	FF&E
		DCW Cost Management	Exxel Construction		
Recommended Budget		9,212,276	8,250,683	410,000	210,320
Sales Tax	8.9%	819,893	734,311	36,490	18,718
A/E Fees	8.0%	736,982	660,055	32,800	16,826
Other Consultants	2.2%	202,670	181,515	9,020	
Construction Contingency	5.0%	460,614	412,534	20,500	
Permits	1.0%	92,123	82,507	4,100	
Subtotal		11,524,557	10,321,604	512,910	245,864
Less Lease Space		(1,122,000)	(1,005,000)		
Total		10,402,557	9,316,604	512,910	245,864
Combined Total (Includes Site + FF&E)		11,161,331	10,075,378		

PROJECT COSTS



OPTION 2
INCLUDES STAGE

TOTAL AREA : 12,311 SF
51 TABLES, 408 SEATS
TOTAL AREA : 10,618 SF
49 TABLES : 392 SEATS

FOOTPRINT OF
BUILDING REDUCED
BY 1,693 SF

City of Anacortes | Port of Anacortes
Anacortes Event Venue
Cap Sante Marina

Job No.: 2406 Date: 6/11/24
File No.: 2219 Master Plan
Drawn By: EPC
Checked By: JMC
Issued for: SD DRAFT

LEVEL 1 FLOOR
PLAN

A201



THANK YOU

Memorandum



To: City Council, Mayor, Port Commission, Port & City Staff
From: Councilmember Ryan Walters
Date: November 4, 2024
Re: Overview of Draft Construction and Operations Agreements for the Joint Event Facility

The Port and City have been at work drafting two interlocal agreements related to the joint event facility: an interlocal for **construction** and an interlocal for **operations**. These agreements are still being drafted but are described in outline form here.

Construction Interlocal

- The City will pay for construction of the event facility (but not other components of the Port's West Basin project, including the Leased Space), its permits, initial purchase of FFE;
- The Port and City will appoint representatives to a design committee to complete the design consistent with the design objectives in a form substantially similar to the current state of design;
- The City will process permit applications for the Port's West Basin project and the Event Facility on a schedule to be attached to the interlocal;
- The Parties can exit the project at various specified off-ramps, including:
 - If the parties cannot agree on final design;
 - If the project cost exceeds the City's ability or willingness to pay;
 - If the Port cannot complete its planned parking lot and roadwork.

Operations Interlocal

In consideration of the City financing the construction, the Port agrees to manage the event facility:

- Sufficient to pay for itself without operating subsidy;
- To maximize creation of economic activity in Anacortes;
- To maximize overnight lodging stays in Anacortes;
- To make available the facility for local non-profit organizations at affordable rates, for up to x events per year, in the off-season for the benefit of the artistic, cultural, and social needs of the Anacortes community.

Port will own the building and the ground. The City will assist in marketing the facility; the Port will assist in reporting obligations for the lodging tax funding source. The agreement term is 30 years.

The Port is responsible for the finances of the Event Facility; if it generates revenue in excess of operating expense (including maintenance), then City lodging tax fund could request a reimbursement payment. If it operates at a loss for x months, a process would be triggered for the City and Port to evaluate how to subsidize or eliminate the need for subsidy.