

Anacortes City Council Minutes - December 16, 2024

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of December 16, 2024, at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall (arrived at 6:14pm) and Amanda Hubik were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Closed Session

Collective Bargaining topics per RCW 42.30.140(4)(b) (30 minutes)

At approximately 6:01 pm Mayor Miller announced that the Council would enter a closed session pursuant to RCW 42.30.140(4)(b) regarding collective bargaining topics. The closed session lasted 37 minutes and no action was taken.

Mr. Fantini moved, seconded by Ms. Hubik, to amend the agenda to add item 3.b. – Resolution 3177: A resolution authorizing the signature and execution of a Collective Bargaining Agreement between the City of Anacortes and the Anacortes Police Service Guild Non-Commissioned Employees. The motion carried unanimously by voice vote.

Resolution 3177: Authorizing the Signature and Execution of a Collective Bargaining Agreement between the City of Anacortes and the Anacortes Police Service Guild Non-Commissioned Employees.

TJ Fantini moved, seconded by Anthony Young, to approve Resolution 3177 as presented.

Vote: Ayes - Carolyn Moulton, Anthony Young, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - Ryan Walters. Result: Passed

Announcements and Committee Reports

Mayor Miller thanked the Parks Department for a successful Winter Wonderland event over the weekend, announced a road closure at 3rd Street and U Avenue from 16 to 20 December for the outfall project, that the December 23rd regular City Council meeting would be a consent agenda only meeting, and the holiday solid waste collection schedule for Christmas and New Year's holidays.

Economic Development Committee

Mr. Young reported that the Economic Development Committee did not meet as scheduled. He related the highlights of an impromptu discussion he had with Planning, Community, and Economic Development Director John Coleman. The topics discussed included Western Washington analysis of the data collected from the economic development community survey and committee priorities for future work.

Public Works Committee

Mr. Walters reported from the Public Works Committee meeting held earlier in the evening. The topics discussed included the results of recent stormwater modeling and possible future projects, a request from the Samish Indian Nation for a school zone in the area of 16th Street and D Avenue, a potential crosswalk at 23rd Street and D Avenue, and a private lift station connected to a force main on Oakes Avenue.

Mr. Fantini complimented Mayor Miller and Public Works Director Andrew Rheame for their communication with the residents regarding the private lift station issue.

Lodging Tax Advisory Committee

Mr. Walters reported from the Lodging Tax Advisory Committee meeting held December 10th. The topics discussed included recommendations on funding applications that will be considered by the whole Council on this agenda, the event center, getting third-party data on stays and spending for evaluation of applications,

developing a standardized rubric for evaluating applications, and advertising for new committee membership.

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

Mr. Walters removed Item 6.a. Minutes of December 9, 2024, from the Consent Agenda.

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

b. Approval of claims in the amount of \$1,263,455.49

The following vouchers/checks were approved for payment:

EFT numbers: 111184 through 111229, total \$1,053,359.57

Check numbers: 111230 through 111251, total \$183,739.65

Wire transfer numbers: 359885 through 359852, total \$26,356.27

c. Contract Modification: FEMA Coordination for FEMA-4635-DR (November 2021) #24-043-ENG-001

d. Contract Award: 2025 Anacortes Community Action Office & Care Specialist #25-012-PLN-001

e. Contract Award: Sanitary Sewer Maintenance Reduction #24-297-SEW-001

f. Contract Award: WTP SCADA Support #25-014-WTR-001

g. Special Event Application: Parade of Champions for Anacortes High School Football Team

Minutes of December 9, 2024

Mr. Walters moved, seconded by Ms. Hubik to approve the minutes amended to replace "priority" with "area" on page 4, first bullet of discussion topics under Resolution 3171: 2025 Legislative Priorities. The motion carried unanimously by voice vote.

Closed Record Decision Hearing

Closed-Record Decision Hearing on a proposed dog grooming salon in the CBD (CUP-2024-0001)

Planning, Community, and Economic Development Director John Coleman opened the closed-record decision hearing on a proposed dog grooming salon in the central business district, referring to a slide presentation that was included in the packet materials for the meeting.

Discussion topics included:

- Great service to have downtown.
- All activity must occur within the premises.
- Future code revision to eliminate permit requirements for certain conditional uses.

Ryan Walters moved, seconded by Christine Cleland-McGrath, to approve conditional use permit CUP-2024-0001 subject to conditions in the staff report dated December 5, 2024.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Other Business

Resolution 3173: Establishing the Goal to Work Towards Zero Roadway Fatalities and Serious Injuries

Public Works Director Andrew Rheume introduced Resolution 3173 that would establish the goal to work toward zero roadway fatalities and serious injuries, summarizing the primary reasons for the resolution including being in alignment with the state and eligibility to receive Federal Highway Administration funding.

Discussion topics included:

- Good to formalize a goal that everyone should strive for in the resolution.
- How and when will staff report metrics on an annual basis?
 - GIS map populated by the Police Department that tracks fatal and injury accidents.
 - In conjunction with the Transportation Improvement Plan.

Carolyn Moulton moved, seconded by TJ Fantini, to adopt Resolution 3173 establishing the goal to work toward zero roadway fatalities and serious injuries.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Resolution 3175: Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan

Public Works Director Andrew Rheume introduced Brad Lincoln of Kimley Horn, who outlined Resolution 3175 to adopt the Safe Streets for All Comprehensive Safety Action Plan, referring to a slide presentation that was added to the packet materials for the meeting. Mr. Rheume added that the Transportation Master Plan would be brought before the Council in early 2025 and that the intersection analysis has been completed with only one problem intersection identified at 12th Street and K Avenue.

Discussion topics included:

- Knowledge or highlighting when there are traffic fatalities in town to encourage safety.
- Limited ingress and egress options compared to other locations. Imperative to make those routes as safe as possible.
- What funding is available from adopting the plan. How could funding be prioritized?
- What areas should the city focus on?
 - Make pedestrians, bicycles and passengers safe.
- Is there a system to track close calls?
 - Use of technology at intersections.
 - Near miss reporting in a similar fashion as aviation.
- Lane narrowing and reducing speed limits.
- Retro-reflective border around signals.
- Future work on the Public Works Committee.
- Median income came from the 2022 census, will be verified by Mr. Lincoln.
 - Use Housing and Urban Development area median income index.

Bruce McDougall moved, seconded by Amanda Hubik, to approve Resolution 3175 with change to 100% target on p.12 and update area median income data.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

4th Quarter Finance Update

Finance Director Steve Hoglund gave a fourth quarter Finance Department update, referring to a slide presentation that was added to the packet materials for the meeting.

Discussion topics included:

- How to get the Parks Capital fund 108 out of deficit condition.
 - Donations and real estate excise tax transfers.

Ordinance 4094: Fourth Quarter Budget Amendment

Finance Director Steve Hoglund introduced Ordinance 4094, a fourth quarter budget amendment to the 2024 Operating Budget, referring to an electronic draft version of the ordinance that was included in the packet materials for the meeting.

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

Ms. Moulton moved, seconded by Mr. McDougall, to waive the two-read rule for ordinances. The motion carried by voice vote.

Amanda Hubik moved, seconded by Carolyn Moulton, to adopt Ordinance 4094, amending the 2024 Operating Budget.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Resolution 3174: Updating the Unified Fee Schedule

Finance Director Steve Hoglund introduced Resolution 3174 that would update the Unified Fee Schedule to adjust for inflation in accordance with the consumer price index as compiled by the Bureau of Labor Statistics, which is for all urban wage earners (CPI-U), referring to an electronic draft of the resolution slide presentation that was added to the packet materials for the meeting.

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

Discussion topics included:

- Utility Discount Program
 - How to increase awareness of the program.
 - Mailing flyer in utility bills and mentioned in the *A-Town* magazine.
 - Bringing the program back in front of the Council in early 2025.
 - Included in the Anacortes Senior Activity Center newsletter.
 - Automatic qualification for low-income or senior property tax program.
- Fiber fees are excluded from the increase.
- An increase is needed to maintain public amenities.

Anthony Young moved, seconded by Amanda Hubik, to approve Resolution 3174 updating the Unified Fee Schedule.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Interlocal Agreement #24-279-AFD-002 with Skagit County for Fire/Rescue Boat Funding

Fire Chief Bill Harris introduced interlocal agreement #24-279-AFD-002 with Skagit County for Fire/Rescue Boat Funding, referring to a slide presentation that was added to the packet materials for the meeting.

Discussion topics included:

- Important that constituents know how Emergency Medical Service funds are being used.
- How did the Fire Department arrive at the specifications?
 - Touring and consulting with other agencies that operate similar boats.
 - Determined service best practices.

- Assisted by Munson.
- Any doubts about federal grant funding?
 - Port security grants are already funded through the state legislature.
- Does the grant remainder allow for procuring additional equipment?
- Is a trailer necessary?
 - Contract a haul out if necessary
- Useful service life.
 - 50+ years for the hull.
 - Key systems, such as electronics and propulsion, will be replaced at the 15-year mark.
- Additional funding for cooperative training with the police through Washington State Parks via grant and voter registration fees used specifically for marine related expenses.

TJ Fantini moved, seconded by Anthony Young, to authorize the mayor to execute interlocal agreement #24-279-AFD-002 with Skagit County for Fire / Rescue Boat funding.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Contract Award: Purchase of Munson 36' Aluminum Fire/Rescue Boat #24-279-AFD-001

Fire Chief Bill Harris introduced contract #24-279-AFD-001 for the purchase of a Munson 36' Aluminum Fire/Rescue Boat.

TJ Fantini moved, seconded by Bruce McDougall, to authorize the mayor to sign contract#24-279-AFD-001 for purchase of a Munson 36' Fire/Rescue Boat.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Contract Award: 2025 City Facilities Janitorial Services #25-013-FAC-001

Public Works Director Andrew Rheume introduced contract #25-013-FAC-001 for 2025 City Facilities Janitorial Services with Be Enterprises LLC to perform janitorial services for 2025, which is \$5,000 more than the 2024 contract, and includes additional deep cleaning for kitchen areas at the Senior Center and City Hall, and regular janitorial services for the Operations Center, Library, Wastewater Treatment Plant, Fire Station 1, and City Hall.

Discussion topics included:

- How long have we used the vendor?
- Was there analysis done to determine the appropriateness of the rate? Should the city go out to bid for these services considering the scale of the contract?
 - If the project were put out to bid, then the price would likely increase.

Anthony Young moved, seconded by Amanda Hubik, to authorize the mayor to sign contract #25-013-FAC-001 Be Enterprises LLC for 2025 City Facilities Janitorial Services.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Contract Award: On-Call Cummins Equipment Repair #24-299-ERR-001

Operations Manager WiL Ludemann introduced contract #24-299-ERR-001 for on-call Cummins equipment repair.

Bruce McDougall moved, seconded by Amanda Hubik, to authorize the mayor to sign contract #24-299-ERR-001 with Cummins for on-call equipment repair.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall,

Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Resolution 3176: Tourism Promotion Funds

Planning, Community, and Economic Development Director John Coleman introduced Resolution 3176 that would allocate tourism promotion funds, including \$42,000 to the Chamber of Commerce for the Bier Near the Pier and Uncorked events in 2025, and \$40,000 to be paid to the City of Anacortes general fund for the design of the proposed events center. Mr. Walters added that the committee was impressed with the Chamber of Commerce's ability to reduce the cost of tent rentals for the coming year, and recommended approval of their funding application.

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

Discussion topics included:

- Historical ticket prices or sponsorship increases
 - Revenue information is now included in applications, which are available in the [Laserfiche Public Document Portal](#).
 - Sponsorship for Bier Near the Pier did increase and funding is adjusted based on the market.

Anthony Young moved, seconded by TJ Fantini, to approve Resolution 3176.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Resolution 3171: 2025 Legislative Priorities

Administrative Services Director Emily Schuh re-introduced Resolution 3171 that would set out the city's legislative priorities for the 2025 session, referring to an electronic copy of the draft legislative priorities that was included in the packet materials for the meeting.

Discussion topics included:

- Infrastructure Investment - third bullet point - micromobility grants, route improvements - add 'including public transit'.
- Appreciation for keeping Anacortes specific issues at the front of the document.
- Washington State Department of Transportation indicated that the Sidney, BC Ferry could be restored in 2030.
- The state legislature is the only body that can cancel ferry routes, and so far, the Anacortes to Sidney ferry run has not been canceled.

TJ Fantini moved, seconded by Anthony Young, to approve Resolution 3171 with changes as discussed.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, TJ Fantini. Nays - None. Abstentions - Amanda Hubik. Result: Passed

Adjournment

There being no further business, at approximately 8:23 pm the Anacortes City Council meeting of December 16, 2024, was adjourned.