



**Anacortes City Council**  
Municipal Building Council Chambers  
904 6<sup>th</sup> Street

**October 21, 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. Recognition of Community Service: Jim Falk
  - b. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
  - a. Minutes of October 14, 2019
  - b. Approval of Claims in the amount of: \$313,854.13
  - c. Street Fair Applications: Christmas Tree Lighting Event & Lions Club Christmas Parade
6. **Public Hearings**
7. **Other Business**
  - a. \* Resolution 2062: Updated Sewer Rates and Updated General Facilities Charges (GFCs) for Water and Sewer (Discussion)
  - b. \* Ordinance 3055: Amending the 2019/2020 Biennial Budget - 3rd Quarter Budget Amendment (Discussion/Possible Action)
  - c. \* Ordinance 3053: Regulating the Distribution of Single-use Carryout Bags by Retail Establishments (Discussion/Possible Action)
  - d. \* Interim Ordinance 3054 Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in the R4 Zone (Discussion/Possible Action)
  - e. \* Ordinance 3056: Amending Section 1.30.070 (A) and (B) of the Anacortes Municipal Code and Adding New Section 1.30.080 of the Anacortes Municipal Code Regarding Numbering, Recording, and Executing Contracts for Residential and Business Class Internet Services (Discussion/Possible Action)
  - f. Contract Award: Senior Center Metal Roof Installation #19-066-FAC-001 (Action)
8. **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 October 28, 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.*

#### October 28, 2019

- Contract Award: ONTs and Fiber Accessories #19-166-FBR-001 (Consent)
- Contract Award: Water Treatment Plant Filter Media #19-081-WTR-002 (Consent)
- Ordinance 3052: Updating AMC Chapter 12.50, Street and Alley Vacation (Discussion)
- Affordable Housing Revenue Sources (Discussion)
- Resolution 2061: Special Election Ballot for Qualifying Local Tax for Affordable and Supportive Housing (Discussion/Possible Action)
- Resolution 2060: Resolution of Inclusion (Discussion/Possible Action)

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#### October 30, 2019

*Special Meeting: Shoreline Master Program Update Open House*

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#### November 4, 2019

- Public Hearing: Ordinance \_\_\_\_: 2019/2020 Budget Mid-biennial Review and Modification (Discussion)
- Parks and Recreation Comprehensive Plan (Discussion)
- Waste Management Recycling Update (Discussion)

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#### November 12, 2019

- Ordinance \_\_\_\_: 2019/2020 Budget Mid-biennial Review and Modification (Discussion/Possible Action)
- Resolution \_\_\_\_: Setting the City's Year 2020 Property Tax Regular Levy Increase (Action)

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#### November 18, 2019

- Solid Waste Collection Schedule Review (Discussion)

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#### November 25, 2019

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#### December 2, 2019

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#### December 9, 2019

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#### December 16, 2019

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#### Upcoming City Council Committee Meetings

*The public is welcome to attend City Council Committee Meetings.*

- Public Works, Monday, Oct 21, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Oct 23, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Oct 28, 2019, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, Nov 4, 2019, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Nov 5, 2019, 8:30 AM, Port of Anacortes
- Planning, Tuesday, Nov 12, 2019, 5:00 PM, Main Conference Room, City Hall

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Our mission is to maintain and improve the quality of life reflecting community expectations through a focus on public participation and employees-mayor-council teamwork.



## Anacortes City Council

Municipal Building Council Chambers  
904 Sixth Street

October 21, 2019  
6:00 p.m.

### PUBLIC COMMENT SIGN IN SHEET

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. These rules are intended to promote an orderly system of holding a public hearing or meeting, to give every person who wishes to speak an opportunity to be heard, and to ensure that no individual is embarrassed by exercising his or her right to free speech.

Please print your name legibly so we can recognize you correctly in the minutes. Thank you!

Wayne <sup>Name</sup> Husby  
Dana THURBER  
WINEE HENLEY  
Holly Chisa  
Dana THURBER

Plastic <sup>Topic</sup> Bag Ban  
XR  
Grocery BAG BAN  
NW Grocery - bag ban  
NO " " " "

MIKE PEARL  
SIGGY GAUZEN  
Sharon Stringer  
Tina Kertis  
Ronald Fernandez  
Ellen Chevalier  
Linda Harris  
Jeanne Olmsted  
Sandra D Shinkus  
Rebecca Motherwell

25 UNIT APT BUILDING  
R 4 Zones  
P-4, Planning Director  
25 unit Apt. Building  
Bonus Height  
Building  
Building 25 unit apt  
25 unit Apt Bldg, 3054  
1011 8"0" Bldg  
511 37th St

Gatty Camp 2706 ✓ Ave.  
OVER

Continue on back of sheet as needed

Cynthia Richardson

Carol Sullivan

Mary Jo McArdle → ✓

GABRIEL OLMSTEAD ✓

Grant Hayland

Jack Arrington ✓

Don Black ✓

Randy Burgess ✓

Marie Burnett

Mark Fisher

Grace Hill

BR Wetcher

John Stra.

Housing ✗

bag ban ordinance ✗

moratorium ✗  
proposal

→ Housing / moratorium  
plastic bags ✗

Bag Ban ✗

" " ✓  
5 story

5 story

Bag Ban ✗

Public Comment

Plastic Bags - ✗

## **City Council Minutes – October 14, 2019**

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Mayor Pro Tem Matt Miller called to order the Anacortes City Council meeting of October 14, 2019 at 6:00 p.m. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Brad Adams, Carolyn Moulton, Bruce McDougall and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

### **Announcements and Committee Reports**

Mayor's Award of Merit: Mr. Miller presented the Award of Merit to Engineering Technician Tim Hohmann.

Finance Committee: Mr. Walters reported from the committee meeting the prior Wednesday. He indicated that the committee and board members of the Anacortes Housing Authority and the Anacortes Family Center discussed the affordable housing sales tax. Mr. Walters said a proposal on this topic would be presented to City Council at its October 28, 2019 meeting.

Mr. Walters reported on a community meeting the prior Tuesday with residents interested in the 5-story building proposed behind Starbucks at 18<sup>th</sup> Street and O Avenue. He said that Mayor Gere and councilmembers Adams, Moulton and Walters attended.

Planning Committee: Mr. McDougall reported that the committee meeting scheduled for earlier in the evening had been cancelled.

Ms. Moulton announced the Friends of the Forest benefit event scheduled for November 2, 2019 at the Port Transit Shed.

Mr. Young reported that he recently spoke at NAS Whidbey regarding cultural sensitivity and military suicides.

### **Public Comment**

Doug Thurber, PO Box 159, expressed objection to a proposed high rise building at 18<sup>th</sup> Street and O Avenue. He asked that the project be reassessed and that City Council reopen the comment period on the project for four weeks.

Ellen Chevalier, 16<sup>th</sup> Street and M Avenue, said her neighborhood had not received adequate notification about a proposed high rise building at 18<sup>th</sup> Street and O Avenue. She requested more time for the public to comment on the project. Ms. Chevalier discussed what would be an affordable rent for someone earning \$12-\$15/hour and said the proposed apartments would not be affordable for those who actually need affordable housing.

Patty Carp, A Avenue, expressed concern about impacts of a proposed high rise building at 18<sup>th</sup> Street and O Avenue on view corridors and parking.

Siggy Janzen, 713 34<sup>th</sup> Street, owner of 1019 17<sup>th</sup> Street and 1012 17<sup>th</sup> Street, expressed concern about impacts of a proposed high rise building at 18<sup>th</sup> Street and O Avenue on parking in the vicinity. She said 1015 18<sup>th</sup> Street had recently sold to Madrona Real Estate and wondered if that acquisition was to build more high rise buildings or to provide more parking. Ms. Janzen also asked that the dumpsters behind the building be cleaned up.

Karl Essig, 2314 20<sup>th</sup> Street, supported others who spoke against a proposed high rise building at 18<sup>th</sup> Street and O Avenue. Mr. Essig shared his experience of development in southern California and observed that tall buildings next door to single family residences look directly down into residents' back yards.

Mike Pearl, 1617 O Avenue, expressed concern about impacts of a proposed high rise building at 18<sup>th</sup> Street and O Avenue on parking and traffic in the vicinity. Mr. Pearl questioned the public notice that had been provided about the project and said neighbors outside the 300 foot notification boundary were also affected. Mr. Pearl questioned whether the apartments would actually be affordable. He asked City Council to extend the public comment period on the project.

Cheryl Kidd, 2016 Cascade Court, expressed concern about a proposed high rise building at 18<sup>th</sup> Street and O Avenue. Ms. Kidd said the building would be the only one taller than three stories all the way along Commercial Avenue and said there was no guarantee the apartments would be affordable. She said she hoped the project would be reconsidered.

Mary Jo McCardle, 1514 M Avenue, supported the comments of the previous speakers. She said she lives in the R3 zone but that the proposed project would impact her view corridor and the views all the way from O Avenue to J Avenue. She said the entire area should receive notice of such projects. Ms. McCardle also expressed concern about the impacts of exterior lighting and window glare on surrounding properties. She urged a smaller scale building and starting over with active participation by everyone impacted.

In response to the public comments, Mr. Walters clarified that the proposed multifamily tax credit program was unrelated to the project at 18<sup>th</sup> Street and O Avenue, which was not an affordable housing project and would charge market rate rent. He cited the provisions of the current code which would allow the height bonus at 18<sup>th</sup> Street and O Avenue. Mr. Walters said the notice and public comment periods applied for the subject project were per code and could not be altered by Council or by staff for any specific project; City Council can only create the code. Mr. Walters supported the code currently adopted, in certain locations, but proposed an emergency ordinance creating a moratorium on acceptance of applications utilizing the bonus height provisions in the R4 zone west of O Avenue. Mr. Miller and Mr. Adams agreed.

### **Consent Agenda**

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

- a. Minutes of October 7, 2019
- b. Approval of Claims in the amount of: \$916,031.00
- c. Contract Award: Ray Auld Drive Paving #19-168-TRN-001

The following vouchers/checks were approved for payment:

EFT numbers: 94874 through 94919, total \$478,268.14

Check numbers: 94920 through 94957, total \$303,573.68

Wire transfer numbers: 256982 through 257296, total \$81,998.28

### **PUBLIC HEARINGS**

#### **Public Hearing: Ordinance 3049 vacating the west 150.1 feet of the alley in Block 3, Stewart's First Addition to the City of Anacortes (platted, unopened, alley running from Commercial Avenue to "Q" Avenue in block between 21st Street and 22nd Street)**

Mayor Pro Tem Miller opened the public hearing.

Parks and Recreation Director Jonn Lunsford reminded the audience of the process for the proposed street vacation to allow construction of Pickett Pocket Park. Mr. Lunsford's slide presentation was added to the packet materials for the meeting.

Mayor Pro Tem Miller invited members of the audience to comment on this agenda item.

Mike Pearl, 1617 O Avenue, spoke in favor of Pickett Pocket Park. He said it would be a great gift to former Planning Commissioner and City Councilmember Erica Picket and would show that Anacortes cares about the community and those who contribute to it.

No one else present wished to address the Council on this matter. Mr. Miller closed the public hearing.

Ms. Moulton moved, seconded by Mr. Young, adopt Ordinance 3049, vacating the west 150 feet of the alley in Block 3, Stewart's First Addition to the City of Anacortes for Pickett Pocket Park. Vote: Ayes – Young, Walters, Miller, Adams, Moulton, McDougall and Johnson. Motion carried.

## **OTHER BUSINESS**

### **Contract Award: WTP Controls Modifications Project – Phases 2 & 3 BAS Trains Controls Upgrade #19-031-WTR-003**

Water System Manager Jeff Marrs requested Council consent to award a contract in the amount of \$163,145.00 to Quality Controls Corporation to perform Phases 2 & 3 BAS Trains Controls Upgrade of the Water Treatment Plant Controls Modifications Project. Mr. Marrs's slide presentation was added to the packet materials for the meeting. He summarized the objectives and background of the multi-phased project background, reported on the status of the project through Phase 1, and outlined the proposed scope of work for Phases 2 and 3. Mr. Marrs recommended approval of the contract. He responded to councilmember questions about evolving technology standards and the proven emergency operations procedures at the plant.

Mr. Johnson moved, seconded by Ms. Moulton, to authorize the Mayor to sign contract 19-031-WTR-003 with Quality Controls Corporation in the amount of \$163,145.00 to perform the WTP Controls Modifications Project – Phases 2 & 3 BAS Trains Controls Upgrade. Vote: Ayes – Walters, Miller, Adams, Moulton, McDougall, Johnson and Young. Motion carried.

### **Resolution 2060: Resolution of Equality and Inclusion**

Ms. Moulton introduced draft Resolution 2060 and summarized its development and purpose as outlined in the agenda bill. She invited discussion of the resolution.

Mayor Pro Tem Miller invited members of the audience to comment on this agenda item.

Reverend Terry Kylo thanked Council for considering the resolution and thanked councilmembers McDougall, Moulton and Young for researching and developing the legislation. He encouraged its adoption.

**Mr. Young moved, seconded by Mr. McDougall, to approve Resolution 2060, a Resolution of Equality and Inclusion that affirms the City's commitment to being accessible, open, and welcoming to all.**

Mr. Miller said he was 95% supportive of the resolution but not as written. He proposed the following edits:

1. Strike the last sentence from the first bulleted paragraph ("While free speech is protected under the First Amendment, we will speak out against and discourage hate speech as contrary to our values.")
2. Strike the word "hatred" from the second bulleted paragraph.
3. Strike the word "hatred" from the final paragraph.

Councilmembers discussed the wording of the resolution, its purpose, and legal definitions of terminology.

Ms. Moulton suggested perhaps retaining the last sentence in the first bulleted paragraph but changing the phrase "hate speech" to "discrimination". Mr. Miller said he could accept that change. Mr. Walters said he could

accept Mr. Miller's proposed changes. Mr. Adams said he supported the resolution as written. Mr. Walters and Mr. McDougall suggested postponing action and rewording the resolution to allow unanimous adoption.

Mr. Walters moved, seconded by Ms. Moulton, to postpone consideration of the motion on the floor for two weeks and to send the resolution for review and possible revision to an ad hoc committee composed of Mr. Johnson, Mr. Miller and Mr. Walters. Vote: Ayes – Adams, Moulton, McDougall, Johnson, Walters and Miller. Nays – Young. Motion carried.

### **Municipal Fiber Update**

Municipal Broadband Business Manager Jim Lemberg provided the monthly update on the fiber project. Mr. Lemberg's slide presentation was added to the packet materials for the meeting. He advised that online orders were now being accepted on the city's website. Mr. Lemberg and City Attorney Darcy Swetnam responded to councilmember questions about the procurement process for a contractor to perform customer premise installation. Mr. Lemberg unveiled the tentative fiber brand, A-Town Access. Mr. Walters and Mr. Miller said it was important to keep the word fiber in the brand name. Mr. Young said he liked the A-Town Access brand.

### **Ordinance 3051: Repealing Fees for Certain Administrative Land Use Actions and Resolution 2059: Updating Unified Fee Schedule to Add City Planning Fees and Implement a Credit Card Fee**

Mr. Hoglund invited Council to resume the discussion of this topic begun at the October 7, 2019 meeting. He advised that the unified fee schedule had been updated per councilmember requests at that meeting, as stated in the agenda bill in the packet.

Mr. Walters requested two additional edits: 1) change "Monthly Increment for WIFI" to "Monthly Add On for Optional City Managed WiFi" on the Fiber page of the fee schedule, and 2) correct the spelling of "single family" on page 7 of the fee schedule.

Mr. Walters moved, seconded by Mr. Johnson, to adopt Ordinance 3051 and Resolution 2059 as presented with the two additional corrections listed above. Vote: Ayes – Moulton, McDougall, Johnson, Young, Walters, Miller and Adams. Motion carried.

### **Mid Biennial Budget Review**

Mr. Hoglund presented a review of the second year of the 2019/2020 biennial budget, referring to his slide presentation that was included in the packet materials for the meeting. He outlined the schedule for the mid biennial review through the end of the year, then summarized the proposed revisions to both revenues and expenditures for 2020. Mr. Hoglund also presented staff's proposed mechanism for year-end budget adjustments to automatically roll unspent allocated funding (non-payroll only) from the first year of the biennium into the second year. Mr. Miller and Mr. Walters supported the proposal in concept but favored Council review and potential intervention rather than an automatic rollover of unspent funds.

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

### **Executive Session**

At approximately 8:35 p.m. Mayor Pro Tem Miller announced that City Council and the City Attorney would convene in Executive Session per RCW 42.30.110(i) for approximately 20 minutes to discuss potential litigation or litigation and that following the executive session the meeting would adjourn with no action having been taken. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Brad Adams, Carolyn Moulton, Bruce McDougall and Matt Miller attended the executive session.

There being no further business, at approximately 8:55 p.m. the Anacortes City Council meeting of October 14, 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 October 21, 2019 City Council meeting:**  
[Download this file in OpenDocument spreadsheet format.](#)

| Invoice Doc # | Transaction Date | Invoice #    | Vendor Full Name               | Description                                                | Total Amount | Approval Queue |
|---------------|------------------|--------------|--------------------------------|------------------------------------------------------------|--------------|----------------|
| 257523        | 6/4/2019         | 48850        | ROBINSON BROTHERS              | FIBER BUILD - CENTRAL BROADBAND DISTRICT - THROUGH 5/31/19 | \$ 1,303.31  | fiber          |
| 257299        | 8/7/2019         | 20000123     | WASHINGTON STATE PATROL        | BACKGROUND CHECKS SR CENTER                                | \$ 22.00     | admsrv         |
| 257364        | 8/27/2019        | 89079        | WHITNEY EQUIPMENT CO INC       | PUMP STATION MAINTENANCE                                   | \$ 1,811.77  | dwwtp          |
| 257300        | 9/4/2019         | 20000901     | WASHINGTON STATE PATROL        | SR CENTER BACKGROUND CHECKS                                | \$ 22.00     | admsrv         |
| 257360        | 9/10/2019        | 100          | ANACORTES ARTS FESTIVAL        | ART DASH TOP FINISHER PRIZES                               | \$ 280.00    | parks1         |
| 257370        | 9/11/2019        | 09112019dol  | DEPARTMENT OF LICENSING        | FUEL TAX FOR ALL PROPANE VEHICLES                          | \$ 4,185.50  | dshop          |
| 257361        | 9/11/2019        | 306538       | DITCH WITCH WEST               | VALVE 1 1/4"                                               | \$ 145.43    | wdist          |
| 257635        | 9/18/2019        | 3017         | ANACORTES PRINTING             | BUILDING CORRECTION NOTICES                                | \$ 203.27    | bldg           |
| 257488        | 9/18/2019        | 19-33844     | EDGE ANALYTICAL, INC           | EFFLUENT TESTING                                           | \$ 137.00    | dwwtp          |
| 257653        | 9/18/2019        | 42004687     | INGRAM LIBRARY SERVICES, LLC   | BOOKS ADULT                                                | \$ 1,169.55  | publib         |
| 257648        | 9/19/2019        | 42024738     | INGRAM LIBRARY SERVICES, LLC   | BOOKS-ADULT                                                | \$ 1,119.15  | publib         |
| 257520        | 9/21/2019        | P11937-09    | SONSRAY MACHINERY, LLC         | AC COMPRESSOR/BELT- VEH #406                               | \$ 868.03    | dshop          |
| 257650        | 9/24/2019        | 42088808     | INGRAM LIBRARY SERVICES, LLC   | BOOKS EJYA                                                 | \$ 48.88     | publib         |
| 257651        | 9/24/2019        | 42088809     | INGRAM LIBRARY SERVICES, LLC   | BOOKS MULTI                                                | \$ 36.50     | publib         |
| 257652        | 9/24/2019        | 42088810     | INGRAM LIBRARY SERVICES, LLC   | BOOKS MULTIREP                                             | \$ 329.09    | publib         |
| 257641        | 9/24/2019        | 1720007263   | PATEL DDS, RAMAN               | DENTAL SERVICESLEOFF1 RETIREE                              | \$ 51.50     | hr             |
| 257595        | 9/25/2019        | 1991430792   | ARAMARK                        | STA 3 MAT/MOP SERVICE: 9/25                                | \$ 21.74     | medic          |
| 257359        | 9/25/2019        | 92519        | DAKOTA CREEK INDUSTRIES, INC   | ALUMINUM PLATS - BEAVER CONTAINMENT                        | \$ 326.10    | parks1         |
| 257373        | 9/26/2019        | 300-10062884 | ALL BATTERY SALES & SERVICE    | CAMERA SYSTEM FOR NEW VEH #515                             | \$ 409.41    | dshop          |
| 257596        | 9/26/2019        | 1991432784   | ARAMARK                        | STA 2 MAT/MOP SERVICE: 9/26                                | \$ 21.74     | medic          |
| 257597        | 9/26/2019        | 1991432785   | ARAMARK                        | STA 1 MAT/MOP SERVICE: 9/26                                | \$ 21.74     | medic          |
| 257655        | 9/26/2019        | 42122601     | INGRAM LIBRARY SERVICES, LLC   | IPAGE REVIEWS                                              | \$ 350.00    | publib         |
| 257524        | 9/26/2019        | 1037721      | NORTHEND TRUCK EQUIPMENT INC   | 2019 CHEVROLET SILVERADO 2/3 YARD DUMP BODY INSTALLATION   | \$ 22,406.33 | pw1            |
| 257658        | 9/27/2019        | 42153010     | INGRAM LIBRARY SERVICES, LLC   | ADULT BOOKS                                                | \$ 20.20     | publib         |
| 257656        | 9/27/2019        | 42153011     | INGRAM LIBRARY SERVICES, LLC   | JUVENILE BOOKS                                             | \$ 892.33    | publib         |
| 257624        | 9/27/2019        | 1302602      | SURETY PEST CONTROL            | LIBRARY PEST CONTROL SEPT 2019                             | \$ 66.31     | publib         |
| 257367        | 9/30/2019        | 92199924     | 150-PRAXAIR DISTRIBUTION INC   | CYLINDER RENTAL AND GASES                                  | \$ 900.95    | dwwtp          |
| 257371        | 9/30/2019        | 227          | BUBBA SUDZ CAR WASH, INC.      | SEPTEMBER CAR WASHES- 9                                    | \$ 81.00     | dshop          |
| 257631        | 9/30/2019        | AN68784      | CENTRAL WELDING SUPPLY CO, INC | O2 FOR AMBULANCE                                           | \$ 137.89    | medic          |
| 257489        | 9/30/2019        | 3006977      | HOFFMEYER PARKER SUPPLY        | MAINTENANCE SUPPLIES                                       | \$ 4,148.25  | dwwtp          |
| 257493        | 9/30/2019        | 3092228703   | LEXISNEXIS                     | ON-LINE LEGAL RESEARCH SEPT. 2019                          | \$ 324.42    | legal          |

| Invoice Doc # | Transaction Date | Invoice #    | Vendor Full Name            | Description                                                                 | Total Amount | Approval Queue |
|---------------|------------------|--------------|-----------------------------|-----------------------------------------------------------------------------|--------------|----------------|
| 257626        | 9/30/2019        | 0000686066   | OCLC, INC                   | CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY 9/2019                      | \$ 371.59    | publib         |
| 257627        | 9/30/2019        | 70287496     | PROQUEST LLC                | DATABASE RENEWALS AUGUST-SEPTEMBER 2019                                     | \$ 828.50    | publib         |
| 257630        | 9/30/2019        | 2019 Q3-Ana  | SKAGIT COUNTY DEM           | 3RD QTR 2019 DISTRIBUTION                                                   | \$ 13,013.25 | medic          |
| 257519        | 9/30/2019        | 0117747-IN   | SWS EQUIPMENT               | BLOC MANIFOLD ASSEMBLY- VEH #511                                            | \$ 2,153.40  | dshop          |
| 257634        | 9/30/2019        | 114-922370   | UNITED SITE SERVICES, INC   | SEPTEMBER RENTAL & CLEANING PORTABLE                                        | \$ 82.73     | medic          |
| 257363        | 10/1/2019        | 052-0010-00  | CITY OF ANACORTES           | OPS W/S/G 9/1-9/30/19                                                       | \$ 1,236.59  | dshop          |
| 257369        | 10/1/2019        | 190-1840-00  | CITY OF ANACORTES           | WWTP 9/1-9/30/19                                                            | \$ 4,546.36  | dwwtp          |
| 257372        | 10/1/2019        | 410501-19    | IDENTIFIX                   | YEARLY SUBSCRIPTION FOR FLEET DEPT                                          | \$ 1,428.00  | dshop          |
| 257601        | 10/1/2019        | 10/1/19      | ISLAND HOSPITAL             | SEPTEMBER AMBULANCE SUPPLIES                                                | \$ 1,121.92  | medic          |
| 257303        | 10/1/2019        | 10-1-19      | NORTHWEST PARKING EQUIPMENT | 4TH QUARTER PAYSTATION MAINTENANCE                                          | \$ 461.98    | parks1         |
| 257620        | 10/1/2019        | 200000666863 | PUGET SOUND ENERGY INC      | LIBRARY 10TH STREET LED 8/31-10/1/19                                        | \$ 6.57      | publib         |
| 257623        | 10/1/2019        | 200000667218 | PUGET SOUND ENERGY INC      | LIBRARY 10TH & M ST 8/31-10/1-19                                            | \$ 20.60     | publib         |
| 257237        | 10/1/2019        | 200012505505 | PUGET SOUND ENERGY INC      | WTP 9/1-9/30/19                                                             | \$ 72,776.34 | dwwtp          |
| 257614        | 10/2/2019        | 9140448      | DEPARTMENT OF NATURAL       | 2019 FOREST LANDS ASSESSMENT                                                | \$ 915.00    | medic          |
| 257507        | 10/2/2019        | 11662559     | HACH COMPANY                | O RINGS                                                                     | \$ 27.17     | dwwtp          |
| 257632        | 10/2/2019        | 948332       | LIFE ASSIST, INC            | ASSORTED SIZE EXAM GLOVES                                                   | \$ 358.71    | medic          |
| 257232        | 10/2/2019        | 200024889996 | PUGET SOUND ENERGY INC      | WTP INTAKE ELECTRICITY 7/11-8/8/19                                          | \$ 687.32    | dwwtp          |
| 257612        | 10/2/2019        | 9501717044   | TELEFLEX LLC                | 4 EZ IO NEEDLE/STABILIZER KITS                                              | \$ 2,891.42  | medic          |
| 257301        | 10/2/2019        | 20001600     | WASHINGTON STATE PATROL     | SR CENTER BACKGROUND CHECKS                                                 | \$ 11.00     | admsrv         |
| 257606        | 10/3/2019        | 21865425     | ARAMARK                     | OPS: STAFF SHIRTS                                                           | \$ 234.55    | dshop          |
| 257633        | 10/3/2019        | 1609925197   | NORTH SOUND ENDODONTICS     | DENTAL SERVICES, LEOFF1 RETIREE                                             | \$ 1,307.00  | hr             |
| 257487        | 10/4/2019        | 19-34145     | EDGE ANALYTICAL, INC        | THICKENED SLUDGE                                                            | \$ 179.00    | dwwtp          |
| 257374        | 10/4/2019        | 16149406     | PACIFIC POWER BATTERIES     | UPS BATTERIES                                                               | \$ 8,122.06  | infosys        |
| 257621        | 10/4/2019        | 200000667101 | PUGET SOUND ENERGY INC      | LIBRARY 1220 10TH 8/7-9/6/19                                                | \$ 972.71    | publib         |
| 257498        | 10/4/2019        | 1183844      | SKAGIT PUBLISHING LLC       | PUBLISH SVH-1952337                                                         | \$ 96.72     | finance        |
| 257358        | 10/5/2019        | 103590       | LAKESIDE INDUSTRIES, INC.   | DUMP FEES - STREET DEPT                                                     | \$ 780.16    | dshop          |
| 257357        | 10/5/2019        | 103649       | LAKESIDE INDUSTRIES, INC.   | DUMP FEES                                                                   | \$ 954.00    | wdist          |
| 257657        | 10/6/2019        | 212719       | SKAGIT PUBLISHING LLC       | POSITION AD, PARKS MAINTENANCE                                              | \$ 698.29    | hr             |
| 257355        | 10/7/2019        | 0188-504487  | CONSOLIDATED ELECTRICAL     | CAN LIGHTS                                                                  | \$ 1,901.16  | pwfacc         |
| 257613        | 10/7/2019        | 6002096441   | ENDRESS + HAUSER, INC       | MICROPILOT FMR60 RADAR LEVEL SENSOR FOR                                     | \$ 2,326.06  | dwwtp          |
| 257436        | 10/7/2019        | 2018703      | GATEWAY CONTROLS, INC       | OPS SECURITY GATE REPAIRS                                                   | \$ 624.48    | dshop          |
| 257503        | 10/7/2019        | 43257290     | GRATING PACIFIC, LLC        | ALUMINUM GRATING FOR BEAVER DECEIVED                                        | \$ 981.56    | parks1         |
| 257509        | 10/7/2019        | 11669090     | HACH COMPANY                | CL17 REAGENT                                                                | \$ 873.27    | dwwtp          |
| 257212        | 10/7/2019        | 1200220593   | HDR ENGINEERING, INC        | PILOT-SCALE & FULL-SCALE TESTING FOR WTP FILTERS RE-RATING - 9/1/19-9/28/19 | \$ 870.01    | dwwtp          |

| Invoice Doc # | Transaction Date | Invoice #    | Vendor Full Name              | Description                                                     | Total Amount | Approval Queue |
|---------------|------------------|--------------|-------------------------------|-----------------------------------------------------------------|--------------|----------------|
| 257525        | 10/7/2019        | 1200220595   | HDR ENGINEERING, INC          | SKAGIT RIVER 42" WATER LINE PROJECT - PHASE 2 - 8/29/19-9/28/19 | \$ 26,074.90 | dwtp           |
| 257526        | 10/7/2019        | 1200220596   | HDR ENGINEERING, INC          | WTP SECOND CLEARWELL TANK PROJECT - DESIGN - 8/28/19-9/28/19    | \$ 29,573.41 | dwtp           |
| 257501        | 10/7/2019        | 001-447767   | PISTON SERVICE OF ANACORTES   | CABLE, ALUMINUM SPOOL                                           | \$ 41.18     | parks1         |
| 257593        | 10/7/2019        | 200015995380 | PUGET SOUND ENERGY INC        | APD 9/6-10/4/19                                                 | \$ 1,433.17  | apd            |
| 257424        | 10/7/2019        | 220013286525 | PUGET SOUND ENERGY INC        | HEART OF ANACORTES 9/6-10/4/19                                  | \$ 24.87     | plan           |
| 257425        | 10/7/2019        | 220015523313 | PUGET SOUND ENERGY INC        | CAR CHARGING STATION 9/6-10/4/19                                | \$ 64.64     | dshop          |
| 257365        | 10/8/2019        | 40319        | CORRECT EQUIPMENT, INC        | OPTICAL DO SYSTEM CONTROLLER AND PROBES                         | \$ 10,407.97 | dwwtp          |
| 257514        | 10/8/2019        | 19-38400     | EDGE ANALYTICAL, INC          | TCR ANALYSIS BOOSTERS                                           | \$ 165.00    | dwtp           |
| 257591        | 10/8/2019        | 013908657    | GALLS, LLC.                   | UNIFORM NAME;                                                   | \$ 10.80     | apd            |
| 257366        | 10/8/2019        | BINV0007928  | GOBLE SAMPSON ASSOCIATES, INC | CHEMICAL FEED TUBING                                            | \$ 483.58    | dwwtp          |
| 257637        | 10/8/2019        | 948941       | LIFE ASSIST, INC              | LAERDAL ADULT/PEDS COLLARS                                      | \$ 300.56    | medic          |
| 257362        | 10/8/2019        | 001-447940   | PISTON SERVICE OF ANACORTES   | HD V BELT FOR VEH #851                                          | \$ 20.37     | dshop          |
| 257645        | 10/8/2019        | 2019-0571    | PUBLIC SAFETY TESTING, INC    | SUBSCRIPTION FEES, POLICE & FIRE, 3RD QUARTER                   | \$ 636.00    | hr             |
| 257494        | 10/8/2019        | 220013297076 | PUGET SOUND ENERGY INC        | 1100 STATE ROUTE 20 9/7-10/7/19                                 | \$ 20.35     | plan           |
| 257354        | 10/8/2019        | 1082824254   | RICOH USA, INC                | NEXT DAY AIR - WASTE TONER BIN FOR COLOR/B&W COPIER             | \$ 48.92     | finance        |
| 257604        | 10/8/2019        | P12020-09    | SONSRAY MACHINERY, LLC        | CAB GLASS- VEH #406                                             | \$ 214.31    | dshop          |
| 257625        | 10/8/2019        | 392142       | SUN BADGE CO.                 | BADGES; NEW OFFICER AND NEW RECORDS STAFF                       | \$ 304.25    | apd            |
| 257238        | 10/8/2019        | 331 0484390  | UNIFIRST CORPORATION          | WATER DEPT LAUNDRY                                              | \$ 59.39     | wdist          |
| 257586        | 10/9/2019        | 3077         | ANACORTES PRINTING            | ANIMAL IMPOUND FORMS                                            | \$ 14.67     | apd            |
| 257585        | 10/9/2019        | 3081         | ANACORTES PRINTING            | PROPERTY FORMS - ECARDS                                         | \$ 271.75    | apd            |
| 257527        | 10/9/2019        | 465          | AQUA-TERR SYSTEMS INC         | VOLUNTEER PARK MASTER PLAN                                      | \$ 640.00    | parks1         |
| 257598        | 10/9/2019        | 1991451801   | ARAMARK                       | STA 3 MAP/MOP SERVICE: 10/09                                    | \$ 21.74     | medic          |
| 257429        | 10/9/2019        | INV2033231   | COPIERS NORTHWEST             | CANON/IRC5560I FINANCE/OPS/WWTP 9/8-10/7/19                     | \$ 268.76    | finance        |
| 257518        | 10/9/2019        | MV221961     | MOTOR TRUCKS, INC             | AIR BRAKE CAN- VEH #609                                         | \$ 147.86    | dshop          |
| 257659        | 10/9/2019        | 1403867-0    | RENTACRATE ENTERPRISES, LLC   | CRATE RENTAL - CARPETING                                        | \$ 6,718.20  | publib         |
| 257497        | 10/9/2019        | 1184769      | SKAGIT PUBLISHING LLC         | PUBLISH AA-1952748 AA-1952754                                   | \$ 170.52    | finance        |
| 257528        | 10/9/2019        | 2019-1334    | THE WATERSHED COMPANY         | PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - SEPTEMBER 2019    | \$ 5,096.50  | plan           |
| 257506        | 10/9/2019        | 331 0484569  | UNIFIRST CORPORATION          | WTP LAUNDRY SERVICE                                             | \$ 83.78     | dwtp           |
| 257600        | 10/10/2019       | 1991452545   | ARAMARK                       | STA 1 MAT/MOP SERVICE: 10/10                                    | \$ 21.74     | medic          |
| 257588        | 10/10/2019       | 1991452548   | ARAMARK                       | APD NYLON MATS CLEANED                                          | \$ 16.31     | apd            |
| 257377        | 10/10/2019       | 1991452553   | ARAMARK                       | OPS & PARKS LAUNDRY SVC FOR                                     | \$ 63.79     | finance        |
| 257368        | 10/10/2019       | 1991452554   | ARAMARK                       | OPS: MAT CLEANING 10/10/19                                      | \$ 34.96     | dshop          |

| Invoice Doc # | Transaction Date | Invoice #           | Vendor Full Name               | Description                                  | Total Amount | Approval Queue |
|---------------|------------------|---------------------|--------------------------------|----------------------------------------------|--------------|----------------|
| 257492        | 10/10/2019       | 8493 30 017 0490698 | COMCAST                        | CITY HALL INTERNET CONNECTION 10/20-11/19/19 | \$ 186.15    | finance        |
| 257491        | 10/10/2019       | 8498 30 030 0111230 | COMCAST                        | WTP 14489 RIVER BEND RD. - 10/19-11/18/19    | \$ 233.02    | finance        |
| 257376        | 10/10/2019       | P2016-12-53         | CONTEC SYSTEMS INDUSTRIAL CORP | TECHNICAL & SOFTWARE SUPPORT CEMS            | \$ 7,500.00  | dwwtp          |
| 257426        | 10/10/2019       | L09943              | CORE & MAIN LP                 | 2 1/2" MNST X 2 MIP NIPPLE                   | \$ 130.44    | wdist          |
| 257515        | 10/10/2019       | 19-37304            | EDGE ANALYTICAL, INC           | BACT ANALYSIS RAW                            | \$ 49.00     | dwtp           |
| 257513        | 10/10/2019       | 19-38263            | EDGE ANALYTICAL, INC           | BACT ANALYSIS RAW                            | \$ 49.00     | dwtp           |
| 257521        | 10/10/2019       | 19-38825            | EDGE ANALYTICAL, INC           | TCR ANALYSIS WWTP                            | \$ 45.00     | dwtp           |
| 257427        | 10/10/2019       | 0810638             | FERGUSON ENTERPRISES, INC      | 5/8 SRII CHAMBER                             | \$ 716.99    | wdist          |
| 257590        | 10/10/2019       | 013932063           | GALLS, LLC.                    | UNIFORM SHIRT;                               | \$ 62.60     | apd            |
| 257510        | 10/10/2019       | 812-6120            | GCR TIRES & SERVICES           | TIRES- SHOP STOCK                            | \$ 679.21    | dshop          |
| 257375        | 10/10/2019       | 001-448191          | PISTON SERVICE OF ANACORTES    | DRIVE BELT- VEH #039                         | \$ 35.45     | dshop          |
| 257622        | 10/10/2019       | 200000667101        | PUGET SOUND ENERGY INC         | LIBRARY 1220 10TH 9/7-10/7/19                | \$ 1,863.17  | publib         |
| 257615        | 10/10/2019       | 188719              | SCOTT RICHARDS INSURANCE, INC  | ADD TWO 2019 CHEVY TAHOE'S                   | \$ 261.00    | finance        |
| 257618        | 10/10/2019       | 188721              | SCOTT RICHARDS INSURANCE, INC  | ADDING 2019 GMC AND 2019 CHEVY               | \$ 257.00    | finance        |
| 257616        | 10/10/2019       | 188722              | SCOTT RICHARDS INSURANCE, INC  | ADD 2019 NISSAN FRONTIER                     | \$ 56.00     | finance        |
| 257500        | 10/10/2019       | S6-4843747          | SEATTLE AUTOMOTIVE DIST INC    | WINDSHIELD WIPER BLADES- SHOP                | \$ 228.71    | dshop          |
| 257642        | 10/10/2019       | L133016             | STATE AUDITOR'S OFFICE         | ACCOUNTABILITY AUDIT 18-18                   | \$ 31,161.04 | finance        |
| 257611        | 10/10/2019       | ReimbVarrelman      | VARRELMAN, MARTIN              | CLASS PER DIEM EXPENSE REIMBURSEMENT         | \$ 32.00     | medic          |
| 257504        | 10/10/2019       | 111150              | WALTON BEVERAGE COMPANY, INC   | WTP BREAKROOM SUPPLIES                       | \$ 54.50     | dwtp           |
| 257602        | 10/10/2019       | ReimbWireman        | WIREMAN, JAMES                 | CLASS PER DIEM EXPENSE (LUNCH) REIMBURSEMENT | \$ 16.00     | medic          |
| 257421        | 10/11/2019       | 31-C1716216:1       | BLUE CROSS OF CALIFORNIA       | REFUND AMBULANCE OVERPAYMENT                 | \$ 87.95     | finance        |
| 257378        | 10/11/2019       | 310                 | BOYS & GIRLS CLUBS             | SEPTEMBER - LUNCH PROGRAM SERVICE PROVISION  | \$ 500.00    | finance        |
| 257431        | 10/11/2019       | 420-0400-00         | CARACCILO, TOM                 | Refund for overpayment on closed account     | \$ 161.28    | finance        |
| 257433        | 10/11/2019       | 070-0214-03         | CHICHURA, HEATHER              | Refund for overpayment on closed account     | \$ 110.69    | finance        |
| 257435        | 10/11/2019       | 130-1580-02         | COLE, VIRGINIA & LESTER        | Refund for overpayment on closed account     | \$ 103.62    | finance        |
| 257490        | 10/11/2019       | 8498 30 017 0464628 | COMCAST                        | WA PARK INTERNET 10/21-11/20/18              | \$ 106.15    | finance        |
| 257610        | 10/11/2019       | 19-37116            | EDGE ANALYTICAL, INC           | FINAL EFFLUENT TESTING                       | \$ 50.00     | dwwtp          |
| 257505        | 10/11/2019       | 812-6129            | GCR TIRES & SERVICES           | TIRES- SHOP STOCK/ MOUNT & DISMOUNT #512     | \$ 1,613.92  | dshop          |
| 257508        | 10/11/2019       | 812-6130            | GCR TIRES & SERVICES           | TIRES- SHOP STOCK/ MOUNT & DISMOUNT #512     | \$ 2,229.73  | dshop          |
| 257502        | 10/11/2019       | 812-6132            | GCR TIRES & SERVICES           | MOUNT & DISMOUNT- VEH #511                   | \$ 84.79     | dshop          |
| 257432        | 10/11/2019       | 020-1200-02         | HAASE, JILL                    | Refund for overpayment on closed account     | \$ 170.25    | finance        |
| 257422        | 10/11/2019       | 31-C19046480:1      | KILLINGER, LAURENCE            | REFUND AMBULANCE OVERPAYMENT                 | \$ 817.00    | finance        |
| 257512        | 10/11/2019       | 41600333274         | LES SCHWAB TIRE CENTERS        | FLAT TIRE REPAIR- VEH #205A                  | \$ 32.61     | dshop          |
| 257516        | 10/11/2019       | 00095247            | OWEN EQUIPMENT COMPANY         | PARTS- VEH #610                              | \$ 648.78    | dshop          |

| Invoice Doc # | Transaction Date | Invoice #           | Vendor Full Name                              | Description                                             | Total Amount | Approval Queue |
|---------------|------------------|---------------------|-----------------------------------------------|---------------------------------------------------------|--------------|----------------|
| 257499        | 10/11/2019       | 001-448277          | PISTON SERVICE OF ANACORTES                   | RELAY- VEH #009                                         | \$ 31.82     | dshop          |
| 257434        | 10/11/2019       | 145-2900-02         | STOWE, VICTORIA                               | Refund on overpayment on closed account                 | \$ 104.64    | finance        |
| 257608        | 10/11/2019       | 10/11/2019          | SWAN, SHARON                                  | CONFERENCE PER DIEM EXPENSES REIMBURSEMENT              | \$ 66.00     | medic          |
| 257430        | 10/11/2019       | 091-1190-00         | TILAND, TOM & VIRGINIA                        | Refund for overpayment on closed account                | \$ 152.49    | finance        |
| 257423        | 10/11/2019       | 31-C19007441:1      | UNITED HEALTHCARE INS. CO.                    | REFUND AMBULANCE OVERPAYMENT- PATIENT OVERPAID IN ERROR | \$ 100.74    | finance        |
| 257594        | 10/12/2019       | 00005W5A83419       | UNITED PARCEL SERVICE, INC                    | UPS SHIPPING CHARGES; WEEK ENDING 10-12-19              | \$ 9.28      | apd            |
| 257605        | 10/14/2019       | 1991456262          | ARAMARK                                       | LAUNDRY SERVICE FOR WWTP                                | \$ 76.31     | dwwtp          |
| 257511        | 10/14/2019       | 19-38330            | EDGE ANALYTICAL, INC                          | BACT ANALYSIS FINISHED                                  | \$ 15.00     | dwwtp          |
| 257639        | 10/14/2019       | 12034               | HOW IT WORKS, INC                             | SMP POSTCARD & MAILING                                  | \$ 524.36    | plan           |
| 257517        | 10/14/2019       | reimburse L. Jordan | JORDAN, LANCE                                 | WORK BOOT REIMBURSEMENT                                 | \$ 111.99    | dshop          |
| 257530        | 10/14/2019       | sailing             | PORT OF ANACORTES                             | DINGHY DOCK RENTAL FOR SAILBOATS                        | \$ 380.51    | pkrec          |
| 257529        | 10/14/2019       | mt erie shirts      | T-SHIRTS BY DESIGN                            | SHIRT FOR MT ERIE RUN PARTICIPANTS                      | \$ 267.40    | pkrec          |
| 257629        | 10/15/2019       | ALCS-COA-2019-1     | APSB COMMUNITY SOLAR, LLC, C/O GLACIER ENERGY | APD + LIBRARY SOLAR ENERGY PAYMENT                      | \$ 3,650.70  | finance        |
| 257599        | 10/15/2019       | 1991452544          | ARAMARK                                       | STA 2 MAT/MOP SERVICE: 10/10                            | \$ 21.74     | medic          |
| 257647        | 10/15/2019       | ReimbBallard        | BALLARD, MICHAEL                              | MILEAGE REIMBURSEMENT                                   | \$ 12.00     | dshop          |
| 257660        | 10/15/2019       | ReimbBronsema       | BRONSEMA, VANESSA                             | TRAVEL EXPENSES, VANESSA BRONSEMA                       | \$ 541.11    | hr             |
| 257628        | 10/15/2019       | 192594              | CIVICPLUS, INC.                               | SSL MANAGEMENT                                          | \$ 17.38     | infosys        |
| 257589        | 10/15/2019       | 101419              | FIDALGO CLEANING                              | APD CLEANING & SUPPLIES                                 | \$ 700.00    | apd            |
| 257587        | 10/15/2019       | SEPTEMBER 2019      | HUMANE SOCIETY OF                             | DOG - APD 19-A06733                                     | \$ 66.00     | apd            |
| 257227        | 10/15/2019       | Oct 2019            | KORTERUD, WAYNE D                             | INDIGENT SCREENING FEE OCTOBER 2019                     | \$ 375.00    | court          |
| 257644        | 10/15/2019       | 001-448527          | PISTON SERVICE OF ANACORTES                   | OIL FITLERS- SHOP STOCK                                 | \$ 10.31     | dshop          |
| 257592        | 10/15/2019       | 123                 | SKAGIT DOMESTIC VIOLENCE &                    | SKAGIT DV & SA SERVICES; 7/1/19-9/30/19                 | \$ 937.25    | apd            |
| 257603        | 10/15/2019       | 2019-Anac           | SKAGIT VALLEY YOUTH SOCCER                    | SKVYSA PLAYER AND COACH REGIS FEES                      | \$ 1,830.00  | pkrec          |
| 257661        | 10/15/2019       | 1071                | SOUND EMPLOYMENT SOLUTIONS LLC                | CULTURAL AWARENESS EMPLOYEE TRAINING                    | \$ 4,336.88  | hr             |
| 257617        | 10/15/2019       | ReimbWilson         | WILSON, LESLIE                                | OFFICE CLEANING SUPPLIES                                | \$ 7.05      | publib         |

**Total** **\$313,854.13**



# City Council Agenda Bill

**Meeting Date:** 10/21/2019    **Agenda Item:** 5c

**Subject:** Street Fair Applications: Christmas Tree Lighting Event & Christmas Parade

**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                |
|                                      |                                 |

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

**Summary Statement:** Street Fair Applications for Christmas Tree Lighting Event December 6, 2019 – 5:15-7:15 p.m. & Christmas Parade, December 7, 10 a.m. to noon

**Background:** Annual community event on Friday, December 6, by Anacortes Chamber of Commerce, includes lighting of Christmas tree, stage performances, Santa Claus, music and hot cocoa. Event coincides with December Art Walk. Street closure includes Commercial Ave from 8th to 10th Streets and 1/2 block of 9th between Commercial and Q and full block of 9th between Commercial and O Street. Annual Lions Club Christmas parade route south on Commercial from 3<sup>rd</sup> Street to 10th Street, turning west on 10<sup>th</sup> to N Avenue and completing the route at Causland Memorial Park. Line up for parade begins on O Avenue between 4<sup>th</sup> & 3<sup>rd</sup> Streets to Commercial & 3<sup>rd</sup>. Line up begins at 10 a.m., parade begins at 11 a.m. and entire event concludes at 12:30 p.m. Parade includes marching groups, walking participants, music, horses, and vehicles.

| 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 street fair applications as submitted

**Alternative Actions:** Deny the request(s)

**Attachments** (listed in order presented): Christmas Tree Lighting Application, Christmas Parade Application and permit memos.



# MEMO

**TO:** City Council Members, Mayor Gere  
**FROM:** Fred Buckenmeyer, Director of Public Works  
**DATE:** October 21, 2019  
**SUBJECT:** Anacortes Chamber Christmas Tree Lighting Event, December 6, 2019

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**Sponsor/Organizer:** Anacortes Chamber of Commerce, Stephanie Hamilton

**Location:** Commercial Ave from 8th to 10th Streets and 1/2 block of 9th between Commercial and Q and full block of 9th from Commercial to O Street

**Dates & Times:**

Friday, December 6, 2019

5:15 to 7:15 p.m.

**Background:** Annual Christmas Tree lighting event at Chamber; coincides with December Art Walk and includes stage performances in the parking lot with overflow into street.

**Parking Restrictions:**

Restricted in designated areas

**Public Works Services:**

None

**Police Services:** Traffic Control

**Recommendations:** Staff recommends approval subject to applicant's submitted request

**Proposed Motion:** Recommend approval

**Emergency Contact Numbers:**

Bridget Fry, 360-293-7911

cc: Marcia Hunt



## STREET FAIR APPLICATION

Date Received: 10/10/19 Received by: [Signature] City Council Approved: \_\_\_\_\_

NAME OF EVENT Christmas Tree Lighting

DATES of Event 12/6/19

TIME of Day 5:15 - 7:15pm

NATURE/PURPOSE of Event Community Tree Lighting Celebration

PARTICIPANTS/Attendees (estimated number) 750

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)

Tree lighting and stage performances in the chamber parking lot, overflow into commercial and 9th street.

DESCRIPTION of Event Christmas event with carolers, bands, Santa, tree lighting & hot cocoa.

FACILITIES requested (street, sidewalk, park, etc.) please close 9th from the back parking lot of the chamber to the west side of commercial. Please close commercial from 10th to 9th & at 9th & D street

Dates/hours requested 5:15 - 7:15pm 12/6/19

EQUIPMENT requested Reader Board.

Dates/hours requested 5:00 - 7:15pm

SERVICES requested (eg. Custodial, traffic control) Traffic control

Dates/hours requested 5:15 - 7:15pm

PARKING (include locations and dimensions of parking space to be available/provided)

Street parking.

INSURANCE (Certificate of Insurance must be submitted with Application)

← let us know if you don't have one

Required X Not Required \_\_\_\_\_

FEES (itemize any Admission fees/space rental fees/sale of items/solicitation of funds) \_\_\_\_\_

No Fees

APPLICANT/ORGANIZATION (Name) Anacortes chamber of commerce

Name of responsible person Stephanie Hamilton Phone # 360 293 7911

Address 819 Commercial Ave, suite F  
Anacortes chamber of commerce

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

Contact Name Bridget Fry Phone # 360 293 7911

Contact Address 819 Commercial Ave Suite F, Anacortes, WA 98221

Email Address bfry@anacortes.org Website address Anacortes.org

Event Address 819 Commercial Ave Hours of Event 5:15-7:15

Does your event require vendor(s) or participant(s) to sign up to participate? NO

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 [Signature] Date 10/9/19

\*\*\*\*\*

\* FOR OFFICE USE ONLY \*

|              | Initials  | Comments (Stipulate Conditions of Approval on Reverse) |
|--------------|-----------|--------------------------------------------------------|
| Mayor        | _____     | _____                                                  |
| Building     | <u>dm</u> | _____                                                  |
| Fire         | <u>do</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: 10/9/19

Stephanie Hamilton - President / CEO

Name and Title – Printed

[Signature]

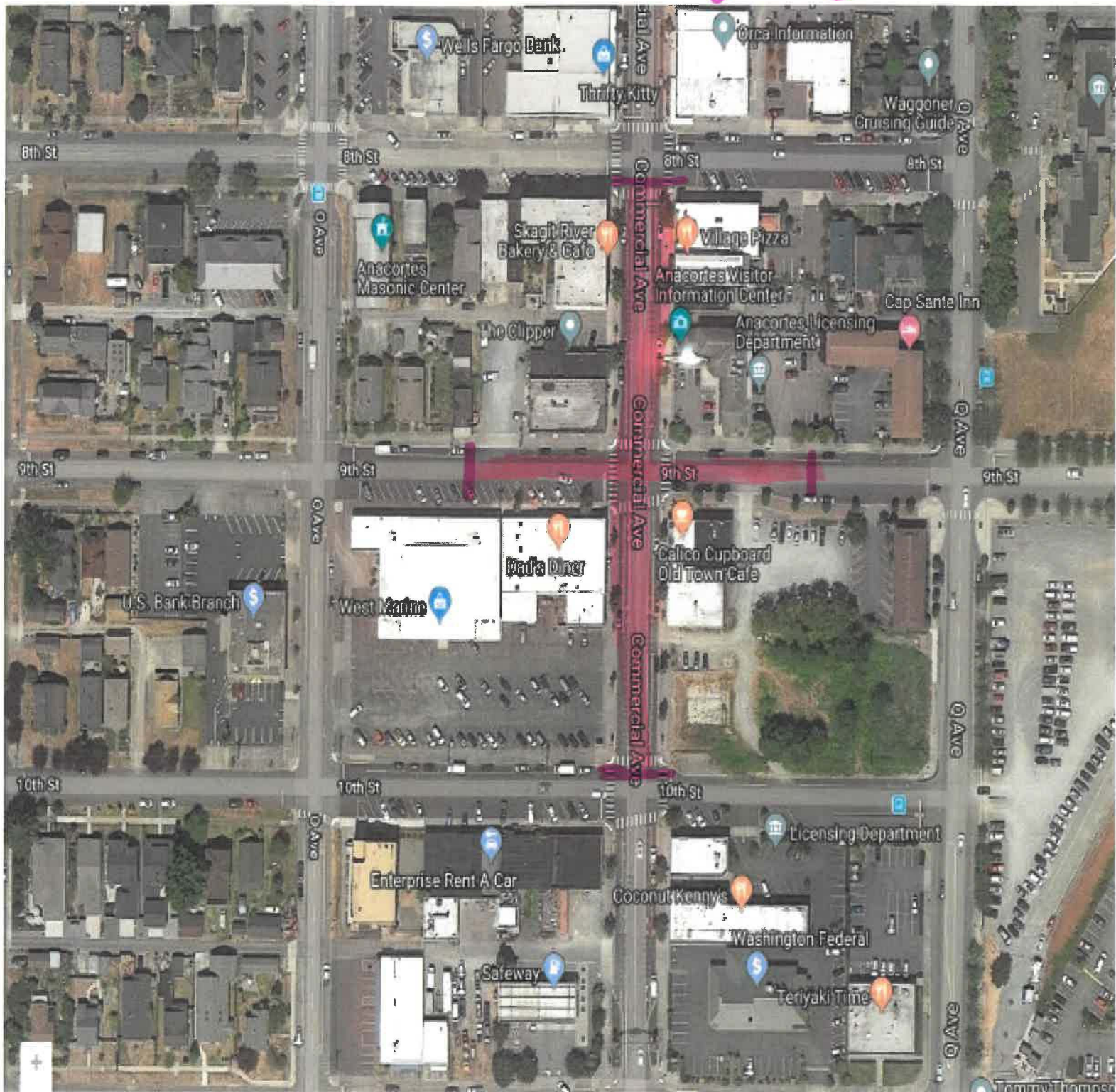
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Name and Title – Printed

Signature

# Christmas Tree Lighting





# MEMO

**TO:** City Council Members, Mayor Gere  
**FROM:** Fred Buckenmeyer, Director of Public Works  
**DATE:** October 21, 2019  
**SUBJECT:** Lions Club Christmas Parade, December 7, 2019

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**Sponsor/Organizer:** Lions Club, Cato Woods

**Location:** Commercial Ave from 3rd to 10th Streets and 10<sup>th</sup> Street between Commercial and N Avenue to Causland Memorial Park

**Dates & Times:**

Saturday, December 7, 2019  
10 a.m. to noon.

**Background:** Annual community event by the Lions Club - parade route from 3<sup>rd</sup> Street on Commercial to 10th Street, turning west on 10<sup>th</sup> to N Avenue and completing the route at Causland Memorial Park. Line up for parade begins on O Avenue & 3<sup>rd</sup> Streets to Commercial & 3<sup>rd</sup>. Line up begins at 10 a.m., parade begins at 11 a.m. and entire event concludes at noon. Parade includes marching groups, walking participants, music, horses, and vehicles.

**Parking Restrictions:**

Restricted in designated areas

**Public Works Services:**

None

**Police Services:** Traffic Control

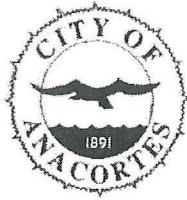
**Recommendations:** Staff recommends approval subject to applicant's submitted request

**Proposed Motion:** Recommend approval

**Emergency Contact Numbers:**

Cato Woods, 360-299-2015 or 360-708-9314

cc: Marcia Hunt



## STREET FAIR APPLICATION

Date Received: 10/8/19 Received by: [Signature] City Council Approved: \_\_\_\_\_

NAME OF EVENT ANACORTES CHRISTMAS PARADE

DATES of Event SATURDAY DECEMBER 7<sup>TH</sup>

TIME of Day 10:00 AM TO 12:00 NOON

NATURE/PURPOSE of Event WALK WITH SANTA TO START HOLIDAY SEASON

PARTICIPANTS/Attendees (estimated number) ~ 300

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) PARADE TO START Lining up AT 3<sup>RD</sup> AND "O" AVE, PROCEEDING TO RAILROAD ST, JUST SOUTH OF THE TRANSIT SHED, GOING SOUTH UP COMMERCIAL AVE, TO TURN AT 10<sup>TH</sup> ST GOING WEST TO "N" AVE WHERE PARTICIPANTS WILL DISBAND AT CAUSLAND PARK

DESCRIPTION of Event PARADE WITH FLOATS, WALKERS, VEHICLES, SCHOOL BAND & CHORUS TO START HOLIDAY SEASON FOR COMMUNITY OF ANACORTES

FACILITIES requested (street, sidewalk, park, etc.) STREET CLOSURE FROM 3<sup>RD</sup> AND "O" AVE (NEAR TRANSIT SITE) ALL OF COMMERCIAL FROM 1<sup>ST</sup> TO 10<sup>TH</sup> ST AND "N" AVE

Dates/hours requested 12/07/2019 10:00 AM TO 12:00 NOON

EQUIPMENT requested STREET CLOSURE SIGNS (14x4) 56 TOTAL (ABOUT)

Dates/hours requested THURSDAY - DEC 5<sup>TH</sup> TO SATURDAY - DEC 7<sup>TH</sup>

SERVICES requested (eg. Custodial, traffic control) FOR CROSS STREETS AT 10<sup>TH</sup> & "O" AVE, 3<sup>RD</sup> AND "O" AVE; STREET CLEAN UP AFTER

Dates/hours requested DEC 7<sup>TH</sup> 10 AM TO 12 NOON

PARKING (include locations and dimensions of parking space to be available/provided) \_\_\_\_\_

⇒ SPONSOR: ANACORTES LIONS CLUB

CONTACT: CATO WOODS 360-299-2015 or 360-708-9314

INSURANCE (Certificate of Insurance must be submitted with Application)

Required ☒ Not Required ☐

FEES (itemize any Admission fees/space rental fees/sale of items/solicitation of funds) \_\_\_\_\_

APPLICANT/ORGANIZATION (Name) CATO WOODS ANACORTES LIONS CLUB

Name of responsible person CATO WOODS Phone # 360-299-2015

Address 1817 36th ST, ANACORTES WA 98221

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

Contact Name CATO WOODS Phone # 360-299-2015

Contact Address 1817 36th ST

Email Address cato.woods@hotmail.com Website address www.eclubhouse.org/site/anacortes

Event Address Downtown Anacortes Hours of Event 10 AM to 12 noon  
commercial area

Does your event require vendor(s) or participant(s) to sign up to participate? NO

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 Cato Woods Date Oct 8 2019

\*\*\*\*\*

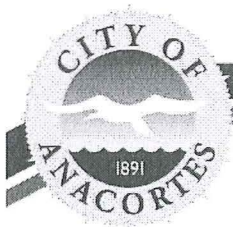
\* FOR OFFICE USE ONLY \*

|              | Initials  | Comments (Stipulate Conditions of Approval on Reverse)                        |
|--------------|-----------|-------------------------------------------------------------------------------|
| Mayor        |           |                                                                               |
| Building     | <u>dm</u> |                                                                               |
| Fire         | <u>do</u> |                                                                               |
| Parks        | <u>jl</u> |                                                                               |
| Police       | <u>js</u> | Chief - contact Karl Wolfswinkel to have auxillary patrol for traffic control |
| 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: Oct 8 2015

Cate Woods

Name and Title – Printed

(Cate)  
Cate Woods

Signature

\_\_\_\_\_  
Name and Title – Printed

\_\_\_\_\_  
Signature



# **ANNUAL CHRISTMAS PARADE**



Sponsored by  
**The ANACORTES LIONS CLUB**



Join us for the Anacortes Christmas Parade, on  
**Saturday, December 7th, 2019, at 11:00 A.M.**

All are encouraged to participate in this family friendly event !

The parade participants will be lining up at 10:00 A.M.  
at the end of Commercial, near 3rd Street and O Avenue.

Lining up on 3rd Street are:

floats, vans with passengers, walkers and bicycles.

Lining up on 2nd Street are: horses and horse carriages.

Lining up on 3rd Street, between N and O avenues, are:  
fire department and emergency vehicles.

Lining up on Commercial Avenue, next to the rope factory, are:  
cars and car club entries.

The parade will **Start at 11:00 A.M.**

and go from Railroad Street, just south of the Transit Shed,  
up Commercial Avenue to 10th Street. We will then go West on 10th  
Street, take a right onto N Avenue,

to Causland Park where the parade will end.

Please note, there will be street closures the day of the parade,  
so it is suggested to drop off participants no closer than 4th and O Ave,  
where there will be members of the Lions Club wearing bright yellow  
vests or Police Auxillary who can help with questions.

For more information, call Cato at 360-299-2015



# City Council Agenda Bill

**Meeting Date:** 10/21/2019

**Agenda Item:** 7a

**Subject:** Update sewer rates to reflect cost of service, and update GFC's to reflect updated cost of infrastructure.

**Staff Contact:** Steve Hoglund, Fred Buckenmeyer

| Approved for Submittal to Council by |                                 |
|--------------------------------------|---------------------------------|
| x                                    | Laurie Gere, Mayor              |
| x                                    | Steve Hoglund, Finance Director |
|                                      |                                 |
|                                      |                                 |
|                                      |                                 |

| Action Type |                     |
|-------------|---------------------|
|             | Ordinance No.       |
|             | Code Revision?      |
| x           | Resolution No. 2062 |
|             | Contract            |
|             | Public Hearing      |
| x           | Staff Report        |

**Summary Statement:** This is continued discussion from the September 3<sup>rd</sup>, 2019 City Council meeting at which FCS Consulting group presented the results of the study they performed on the City's sewer rates and general facility charges. This was also discussed on October 7<sup>th</sup>, 2019.

**Background:** A cost of service analysis was performed on sewer rates and GFCs. After extensive review of the cost of service for sewer, FCS determined residential customers were paying more than their fair share, and commercial customers were paying less than their fair share. GFC's have not been updated since 2005. This analysis is against updated infrastructure asset values and CFP requirements in each utility.

| 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:** [September 3, 2019](#) City Council meeting, October 1, 2019 Council Finance Committee meeting, [October 7, 2019](#) City Council meeting.

**Competing Viewpoints Considered:** N/A at this time.

**Recommended Motion:** N/A, discussion only

**Alternative Actions:** N/A

**Attachments** (listed in order presented): Updated Resolution 2062, slide presentation

**RESOLUTION NO. 2062**

**A RESOLUTION UPDATING THE UNIFIED FEE SCHEDULE TO UPDATE WATER AND SEWER GENERAL FACILITIES CHARGES AND UPDATE SEWER FEES TO ALLOCATE RATE BURDEN ACROSS CUSTOMER CLASSES EQUITABLY**

**WHEREAS**, the City Council authorized FCS Group to conduct a Water and Sewer general facilities charge and Sewer rate study; and

**WHEREAS**, the City Council desires to adopt by resolution into the Unified Fee Schedule a revised schedule of fees that allocate the rate burden across customer classes equitably; and

**WHEREAS**, GFCs recover from new development a proportionate share of the cost of capital facilities; and

**WHEREAS**, in the last fifteen years since the last GFC update, the City has spent more than \$100 million on capital improvements; and

**WHEREAS**, the City would like to collect fees to cover all costs incurred.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Anacortes, Washington, that:

**Section 1.**

1. Attachment A hereto is hereby adopted, incorporating planning fees, a credit card fee, and replacing the previously adopted version.
2. In addition to the rates set forth in attachment A there shall be charged an additional amount equal to the amount of any tax levy, if applicable, and such amount shall be part of the total bill payable by the customer.

PASSED and APPROVED on this 21<sup>st</sup> day of October, 2019.

AYES\_\_\_\_\_

NAYS\_\_\_\_\_

ABSENT\_\_\_\_\_

CITY OF ANACORTES:

BY: \_\_\_\_\_  
LAURIE M. GERE, MAYOR

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Steven D. Hoglund  
City Clerk Treasurer

\_\_\_\_\_  
Darcy J. Swetnam, WSBA # 40530  
City Attorney

Resolution



# Unified Fee Schedule

As adopted by:  
**Resolution 2062, October 21st 2019**

## Index:

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General

Fiber

Water

Sewer

Solid Waste

Storm

Impact Fees

Engineering & Development Fees

Planning, Community & Economic Development Department

## General Provisions applicable to all City fees and charges

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Unless otherwise noted

|                                                                                                                                                             | Rates Effective 11/1/2019 |       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------|
| City ACH Autopay and Paperless Billing Discount*                                                                                                            | \$                        | 2.00  |
| This does not include autopay thru Paymentus or a bank bill pay service. Only direct debit from a checking or savings account setup thru the City directly. |                           |       |
| Credit Card Fee                                                                                                                                             |                           | 1.50% |
| Fee is applied to the total purchase if using a credit card. This is less than the average cost to accept this payment type.                                |                           |       |
| Service Fee                                                                                                                                                 | \$                        | 75.00 |
| Charged to all accounts and services if unpaid after 'shut-off' deadline.                                                                                   |                           |       |

## FIBER

---

Fiber internet service will be billed monthly.

*For customers who own the property where internet service is provided, internet will be billed on the same bill as other utilities provided at the same address. Customers who do not own the property at which service is provided will be billed on a separate bill.*

### City of Anacortes Fiber Internet

---

| Service               | Long Term<br>Contract<br>Required | Monthly Add On for |                               |                        |        |
|-----------------------|-----------------------------------|--------------------|-------------------------------|------------------------|--------|
|                       |                                   | Monthly Service    | Optional City<br>Managed WiFi | Installation<br>Charge |        |
| Residential, 100 Mbps | No                                | \$ 39              | \$                            | 10                     | \$ 100 |
| Residential, 1 Gbps   | No                                | \$ 69              | \$                            | 10                     | \$ 100 |
| Business, 100 Mbps    | Yes                               | \$ 89              | \$                            | 10                     | \$ 100 |
| Business, 1 Gbps      | Yes                               | \$ 149             | \$                            | 10                     | \$ 100 |

### Services Yet To Be Priced

---

Dedicated Internet Access  
 IPv4 addresses  
 Ethernet circuits (point-to-point, point-to-multipoint)  
 Dark fiber

## WATER

Regular water rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October.

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2018-October 2019*

Residential and Commercial Rates changed for 2020 based on FCS Rate Study not CPI. See study materials for information.

### Water Residential and Commercial Charges

#### Monthly Fixed Charge

##### Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

6

8

#### Rates Effective 1/1/2020

| Residential | Commercial  | Multi-Family |
|-------------|-------------|--------------|
| \$ 20.66    | \$ 31.03    | \$ 23.09     |
| \$ 34.51    | \$ 51.81    | \$ 38.55     |
| \$ 68.81    | \$ 103.31   | \$ 76.89     |
| \$ 110.14   | \$ 165.38   | \$ 123.07    |
|             | \$ 330.75   | \$ 246.15    |
|             | \$ 516.92   | \$ 384.70    |
|             | \$ 1,034.14 | \$ 769.62    |
|             | \$ 1,654.69 | \$ 1,231.43  |
| Residential | Commercial  | Multi-Family |
| \$ 0.02294  | \$ 0.03447  | \$ 0.02571   |
| \$ 0.00307  | \$ 0.00461  | \$ 0.00344   |

#### Monthly Consumption Charge

All consumption per cubic foot (CF)

All consumption per gallon\*

\*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

~Base rates and consumption rates are subject to a 50% surcharge for out of City limits service

### Water General Facilities Charges~

##### Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

6

8

10

| GFC In-City   |
|---------------|
| \$ 8,140.12   |
| \$ 20,351.99  |
| \$ 40,702.86  |
| \$ 65,125.48  |
| \$ 130,250.95 |
| \$ 203,516.55 |
| \$ 407,033.10 |
| \$ 651,253.64 |
| \$ 936,177.03 |

**Rates Effective 1/1/2020**

~ GFC Rate includes meter installation fees. If installation costs exceed current installation fee, additional fees will be assessed.

~ Outside City Limits rate is 1.5x the In-City rate.

**Water Agriculture Irrigation\***

Agriculture Meter (double check)

Agriculture Consumption Rate\*

\*Agriculture water charged for variable rate only, fixed costs of water system not included.

| Effective 1/1/2020 | Effective 4/1/2020              |
|--------------------|---------------------------------|
| \$ 420.56          |                                 |
| \$ 961.51          | \$ 1,684.22 Per Million Gallons |

~As of April 1, 2019, all customers will pay \$961.51 per million gallons of water used.

As of April 1, 2020, all customers will pay \$1684.22 per million gallons of water used.

As of April 1, 2021, all customers will pay the full wholesale rate in place at that time charged to regional customers of the Anacortes water system.

~Per Council Resolution 2012

**Water Additional Fees**

Meter Installation Fee, up to 1"

Meter Installation Fee deposit, greater than 1"

Standpipe Water Charges

Construction Meter Charges\*

Flat fee up to 60 days, up to 1000CF, billed at standpipe rate after CF cap.

Water service fee\*

After hours additional water service fee\*

City ACH Autopay and Paperless Billing Discount\*

This does not include autopay thru Paymentus or a bank bill pay service. Only direct debit from a checking or savings account setup thru the City directly.

|             |                      |
|-------------|----------------------|
| \$ 1,003.94 |                      |
| \$ 1,070.16 | towards install cost |
| \$ 0.034466 | Per Cubic Foot       |
| \$ 56.61    |                      |
| \$ 75.00    |                      |
| \$ 75.00    |                      |
| \$ 2.00     |                      |

\*Not subject to CPI adjustments

ALL RATES ARE SUBJECT TO CHANGE BASED ON CITY COUNCIL DECISIONS

## SEWER

Regular sewer rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October.

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2018-October 2019* 0.000%

2020 rates implemented based on Sewer rate study completed in 2019. See study for more details.

Updated classifications to match water fee schedule

### Sewer Residential and Commercial Charges

#### Monthly Fixed Charge

##### Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

6

#### \*Rates Effective 1/1/2020

| Residential | Commercial | Multi-Family |
|-------------|------------|--------------|
| \$ 40.27    | \$ 45.09   | \$ 45.09     |
| \$ 56.40    | \$ 63.15   | \$ 63.15     |
| \$ 72.51    | \$ 81.19   | \$ 81.19     |
|             | \$ 130.81  | \$ 130.81    |
|             | \$ 496.17  | \$ 496.17    |
|             | \$ 631.50  | \$ 631.50    |
|             | \$ 947.25  | \$ 947.25    |

#### Monthly Consumption Charge

SIC 1 consumption per cubic foot

SIC 1 consumption per gallon\*

SIC 2 consumption per cubic foot

SIC 2 consumption per gallon\*

SIC 3 consumption per cubic foot

SIC 3 consumption per gallon\*

SIC 4 consumption per cubic foot

SIC 4 consumption per gallon\*

SIC 4: BOD per pound

SIC 4: TSS per pound

| Residential | Commercial | Multi-Family |
|-------------|------------|--------------|
| \$ 0.03178  | \$ 0.03548 | \$ 0.03548   |
| \$ 0.00425  | \$ 0.00474 | \$ 0.00474   |
|             | \$ 0.04431 |              |
|             | \$ 0.00592 |              |
|             | \$ 0.08626 |              |
|             | \$ 0.01153 |              |
|             | \$ 0.01403 |              |
|             | \$ 0.00188 |              |
|             | \$ 1.67476 |              |
|             | \$ 1.21890 |              |

## Sewer Rates

All rates subject to change based on City Council decisions

**\*Rates Effective 1/1/2020**

\*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

### Septic Waste Dump Fee

Yearly Discharge Card

\$ 58.15

Per Gallon Fee

Waste Generated on Fidalgo Island

\$ 0.1163

Waste Generated off Fidalgo Island

\$ 0.1396

### Sewer General Facilities Charges

Per ERU, see code for details

**GFC In-City**

\$ 9,140.86

## SOLID WASTE

Regular solid waste rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October.

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2018-October 2019*

5% <<NOT YET CALCULATED

These rates do not include the State Refuse Tax of 3.6%

### Rates effective 1/1/2020

#### Solid Waste Residential Rates, includes structures with more than one living unit

| Contents         | Tote Sizes        | Minimum # of Totes | Maximum # of Totes | Monthly Rate | Additional Totes |
|------------------|-------------------|--------------------|--------------------|--------------|------------------|
| Organics Tote    | 32, 64, 96 gallon | n/a                | n/a                | \$14.45      | \$14.45          |
| Recyclables Tote | 32, 64, 96 gallon | 1                  | n/a                | \$11.82      | \$11.26          |
| Refuse Tote      | 21 gallon         | 1                  | 1                  | \$9.47       | n/a              |
| Refuse Tote      | 32 gallon         | n/a                | 3                  | \$17.59      | \$17.59          |

#### Solid Waste Commercial Rates

| Contents                         | Tote Sizes | Minimum # of Totes | Maximum # of Totes | Monthly Rate | Additional Totes |
|----------------------------------|------------|--------------------|--------------------|--------------|------------------|
| Organics Tote - Restaurants only | 96 gallon  | n/a                | n/a                | \$20.40      | \$20.40          |
| Recyclables Tote                 | n/a        | n/a                | n/a                | n/a          | n/a              |
| Refuse Tote                      | 21 gallon  | n/a                | 1                  | \$9.47       | n/a              |
| Refuse Tote                      | 32 gallon  | n/a                | 5                  | \$17.59      | \$17.59          |
| Refuse Tote                      | 96 gallon  | n/a                | 2                  | \$48.70      | \$48.70          |

#### Recycling Container Rates - Residential

| Container Size | Monthly Rate | Extra Collections |
|----------------|--------------|-------------------|
| 1 Cubic Yard   | \$32.83      | \$19.70           |
| 2 Cubic Yard   | \$59.10      | \$26.27           |
| 3 Cubic Yard   | \$91.93      | \$32.83           |
| 6 Cubic Yard   | \$118.20     | \$39.40           |
| 8 Cubic Yard   | \$170.73     | \$52.53           |

#### Refuse Drop Box Rental Rates PERMANENT - Commercial

*\*Not subject to CPI adjustments*

| Container Size | Monthly Rate, for rented box only | Delivery Fee | Tonnage Fee Per Ton*    | Haul Fee Compactor Box | Haul Fee Non Compactor Box |
|----------------|-----------------------------------|--------------|-------------------------|------------------------|----------------------------|
| 10 Cubic Yard  | \$135.27                          | \$101.45     | At Cost plus \$1.00/ton | \$250.25               | \$223.19                   |
| 30 Cubic Yard  | \$135.27                          | \$101.45     | At Cost plus \$1.00/ton | \$250.25               | \$223.19                   |

## Rates effective 1/1/2020

\*Not subject to CPI adjustments

## Refuse Drop Box Rental Rates TEMPORARY - Prepayment Required

| Container Size | Delivery, Removal & 7 Days | Haul Fee Non Compactor Box | Tonnage Fee Per Ton*    | Daily Rate, Starting 8th Day | Pre-Pay amount, includes all tax |
|----------------|----------------------------|----------------------------|-------------------------|------------------------------|----------------------------------|
| 10 Cubic Yard  | \$365.23                   | \$223.19                   | At Cost plus \$1.00/ton | \$20.29                      | \$378.37                         |
| 30 Cubic Yard  | \$365.23                   | \$223.19                   | At Cost plus \$1.00/ton | \$20.29                      | \$378.37                         |

## Refuse Container Rates PERMANENT - Commercial

| Container Size | Monthly Rate | Extra Collections |
|----------------|--------------|-------------------|
| 1.5 Cubic Yard | \$128.51     | \$33.82           |
| 2 Cubic Yard   | \$155.56     | \$40.58           |
| 3 Cubic Yard   | \$223.19     | \$54.11           |
| 6 Cubic Yard   | \$439.63     | \$114.98          |
| 8 Cubic Yard   | \$588.42     | \$148.80          |

## Refuse Container Rates TEMPORARY - Prepayment required

| Container Size | Delivery, Removal & 7 Days | Daily Rate, Starting 8th Day | Extra Collections | Pre-Pay amount, includes tax |
|----------------|----------------------------|------------------------------|-------------------|------------------------------|
| 1.5 Cubic Yard | \$128.51                   | \$4.06                       | \$74.40           | \$133.13                     |
| 2 Cubic Yard   | \$148.80                   | \$5.41                       | \$87.93           | \$154.15                     |
| 3 Cubic Yard   | \$175.85                   | \$7.44                       | \$108.22          | \$182.18                     |
| 6 Cubic Yard   | \$250.25                   | \$13.53                      | \$175.85          | \$259.26                     |
| 8 Cubic Yard   | \$304.36                   | \$20.29                      | \$223.19          | \$315.31                     |

## Solid Waste Additional Fees

| Description                             | Per Unit             |
|-----------------------------------------|----------------------|
| Additional Organics Dump                | \$6.57               |
| City Garbage Bags                       | \$5.41               |
| City Garbage Bags - Retail Outlet Price | \$5.07               |
| Non-Refrigerated Appliance              | \$33.82              |
| Organics Tote Cleaning Fee              | \$13.13              |
| Refrigerated Appliance                  | \$47.34              |
| Refuse Overtime Call-Out, Per Hour      | \$72.23              |
| Replacement Tote Due To Negligence      | At Cost plus \$10.42 |
| Special Haul Per Cubic Yard             | \$47.34              |
| Refuse Return Trip                      | \$32.83              |
| Organics Return Trip                    | \$10.00              |
| Recycling Return Trip                   | \$10.00              |

## STORM

Effective 1/1/2018 until 12/31/2022, the monthly fixed rate charge for storm residential and commercial charges will not be subject to CPI adjustments. Rate changes are as indicated below.  
Regular storm rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2016-October 2017*

All rates now inclusive of 'Effect of City Utility Tax' which was previously separated out on bills and statements.

|                                                 | Rates Effective 1/1/2020 | Rates Effective 1/1/2021 | Rates Effective 1/1/2022 |
|-------------------------------------------------|--------------------------|--------------------------|--------------------------|
| <b>Storm Residential and Commercial Charges</b> |                          |                          |                          |
| <b>Monthly Fixed Charge</b>                     |                          |                          |                          |
| Single Family Residential (flat fee)            | \$ 11.29                 | \$ 12.37                 | \$ 13.44                 |
| Commercial per ERU per Month                    | \$ 11.29                 | \$ 12.37                 | \$ 13.44                 |
| One ERU is 3,600 square feet of impervious area |                          |                          |                          |

Effective 1/1/2019 until 12/31/2022 HM and LM1 zones rate reduction will decrease by 5% per year. Effective 1/1/2023 until 12/31/2028 this rate reduction will decrease by 10% per year. Effective 1/1/2029 all storm charges for properties located in the HM or LM1 zones will be charged the current charges without any reductions. The minimum billed will be 100% of 1 ERU.

|                                         |  |  |  |                          |                          |                          |                          |                          |                          |
|-----------------------------------------|--|--|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Monthly Fixed Charge (HM and LM1 Zones) |  |  |  | Rates Effective 1/1/2020 | Rates Effective 1/1/2021 | Rates Effective 1/1/2022 |                          |                          |                          |
| % of current rate                       |  |  |  | 20%                      | 25%                      | 30%                      |                          |                          |                          |
| Single Family Residential (flat fee)    |  |  |  | \$ 2.26                  | \$ 3.09                  | \$ 4.03                  |                          |                          |                          |
| Commercial per ERU per Month            |  |  |  | \$ 2.26                  | \$ 3.09                  | \$ 4.03                  |                          |                          |                          |
| Monthly Fixed Charge (HM and LM1 Zones) |  |  |  | Rates Effective 1/1/2023 | Rates Effective 1/1/2024 | Rates Effective 1/1/2025 | Rates Effective 1/1/2026 | Rates Effective 1/1/2027 | Rates Effective 1/1/2028 |
| % of current rate                       |  |  |  | 40%                      | 50%                      | 60%                      | 70%                      | 80%                      | 90%                      |

## Storm General Facilities Charges

|                                         |  |             |             |             |
|-----------------------------------------|--|-------------|-------------|-------------|
| <b>Type; Residential and Commercial</b> |  |             |             |             |
| Per ERU, minimum of 1 ERU               |  | \$ 1,577.36 | \$ 1,624.68 | \$ 1,674.72 |
| Including Tax                           |  | \$ 1,696.09 | \$ 1,746.97 | \$ 1,800.78 |

## Explanation of Charges

**Single-Family Properties:** Residential properties are charged a flat rate per month, and are considered 1 ERU.

This rate was set based on aerial photo surveys which show that the average amount of impervious surface on a single-family parcel in Anacortes is approximately 3,600 square feet.

**Commercial and Multi-Family Properties:** Commercial properties are assessed a charge based on the actual amount of impervious surface area they contain (buildings, parking lots, etc.)(minimum of 1 ERU).

One ERU is equal to 3,600 square feet (ft<sup>2</sup>) of impervious surface.

Commercial Storm Water Fee = # ERU x Commercial per ERU per Month fee

### Sample Calculation

A property has 10,000 ft<sup>2</sup> of impervious surface (parking lots, walkways, rooftops, etc.), so the storm water fee would be:

10,000 ft<sup>2</sup> / 3,600 ft<sup>2</sup> = 2.78 ERU

2.78 ERU X \$9.68 per month per ERU = \$26.91 per month

## IMPACT FEES

Unless otherwise determined, regular impact fees are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October.

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2018-October 2019*

*5.000%*

Transportation impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase.

*Engineering News Record Construction Index (CCI), October 2018-October 2019*

*5.000%*

### Park Impact Fee Rate Schedule

| Rates Effective 1/1/2020        |                 |          | <i>Park Impact Fee adopted via Ord. 2474</i><br><i>Rate Basis: Park &amp; Recreation Impact Fee Study/Report dated Oct. 19, 1998</i> |
|---------------------------------|-----------------|----------|--------------------------------------------------------------------------------------------------------------------------------------|
| Land Uses                       | Unit of Measure | Rate     |                                                                                                                                      |
| Single family                   | Dwelling        | \$615.00 |                                                                                                                                      |
| Multi-family, per dwelling unit | Dwelling        | \$615.00 |                                                                                                                                      |

### Fire Impact Fee Rate Schedule

| Rates Effective                                     |                   |            | 1/1/2020                                                                                        |
|-----------------------------------------------------|-------------------|------------|-------------------------------------------------------------------------------------------------|
| Land Uses                                           | Unit of Measure   | Rate       | Fire Impact fees updated via Ord 3030<br>Rate Basis: Fire Impact Fee Study/Report dated 12/5/18 |
| Residential                                         |                   |            |                                                                                                 |
| Single family                                       | Dwelling          | \$469.47   |                                                                                                 |
| Multi-family, per dwelling unit                     | Dwelling          | \$397.87   |                                                                                                 |
| Commercial                                          |                   |            |                                                                                                 |
| Commercial 1                                        |                   |            |                                                                                                 |
| Land uses (NAICS)                                   |                   |            |                                                                                                 |
| Wholesale/retail trade (42, 44-45)                  | Per 1,000 sq. ft. | \$1,347.22 |                                                                                                 |
| Warehousing (49)                                    |                   |            |                                                                                                 |
| Information (51)                                    |                   |            |                                                                                                 |
| Finance & Insurance (52)                            |                   |            |                                                                                                 |
| Real Estate and Rental & Leasing (53)               |                   |            |                                                                                                 |
| Professional, Scientific, & Technical Services (54) |                   |            |                                                                                                 |
| Food Services & Drinking Places (722)               |                   |            |                                                                                                 |
| Commercial 2                                        |                   |            |                                                                                                 |
| Land uses (NAICS)                                   |                   |            |                                                                                                 |
| Manufacturing (31-33)                               | Per 1,000 sq. ft. | \$11.09    |                                                                                                 |
| Commercial 3                                        |                   |            |                                                                                                 |
| Land uses (NAICS)                                   |                   |            |                                                                                                 |
| Transportation (48)                                 | Per 1,000 sq. ft. | \$2,258.93 |                                                                                                 |
| Health Care and Social Assistance (62)              |                   |            |                                                                                                 |
| Arts, Recreation & Entertainment (71)               |                   |            |                                                                                                 |

|                                                 |                   |          |
|-------------------------------------------------|-------------------|----------|
| Accommodation (721)                             |                   |          |
| Religious Organizations (8131)                  |                   |          |
| <b>Commercial 4</b><br><i>Land uses (NAICS)</i> |                   |          |
| Educational Services (61)                       | Per 1,000 sq. ft. | \$428.06 |
| Public Administration (92)                      |                   |          |

## Transportation Impact Fee Rate Schedule

|                                                                                                    |                         |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------|-------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rates Effective                                                                                    |                         | 1/1/2020          | <i>Transportation Impact fee rate adopted via Ord. 3011</i><br><i>Rate Basis: 2016 Comprehensive Plan Transportation Element</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Land Uses</b>                                                                                   | <b>Unit of Measure*</b> | <b>Rate</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Cost per New P.M. Trip Generated</b>                                                            |                         | <b>\$2,867.31</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Residential</b>                                                                                 |                         |                   | <b>Notes:</b><br>1. <i>Transportation impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase.</i><br>2. <i>P.M. peak hour trips are determined by using the latest version of the ITE Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use(s) that are the subject of the permit. PM peak hour is the sixty minute period between 4:00 p.m. and 6:00 p.m. with the greatest sum of traffic volumes on a roadway segment or passing through the area of a transportation improvement project. Other trip generation rate sources approved by the City may be used where ITE data are based on a limited survey base or where there may be special trip generating characteristics of the proposal.</i><br>3. <i>If the land use does not fit into any of the categories specified in the land use table in the ITE Trip Generation Manual, the City Engineer may use the most directly comparable type of land use.</i><br><i>Review Fee for independent fee calculation: \$500 + additional staff time spent in the review and cost of consultant services if the City deems these services to be necessary.</i> |
| Single family (detached)                                                                           | Dwelling                | \$ 2,867.31       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Apartment (rental, low/med/high rise)                                                              | Dwelling                | \$ 1,777.73       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Low-Rise Apartment (rental, 1-2 levels)                                                            | Dwelling                | \$ 1,663.04       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Mid-Rise Apartment (rental, 3-10 levels)                                                           | Dwelling                | \$ 1,118.25       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| High-rise (rental, more than 10 levels)                                                            | Dwelling                | \$ 1,003.56       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Residential condominium/townhouse (ownership units) with at least 1 other owned unit in structure) | Dwelling                | \$ 1,491.00       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Low-rise res. condo/townhome                                                                       | Dwelling                | \$ 2,236.50       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| High-Rise Residential Condo/Townhome                                                               | Dwelling                | \$ 1,089.58       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Mobile Home                                                                                        | Dwelling                | \$ 1,691.71       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Commercial - Services</b>                                                                       |                         |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Bank (drive-in)                                                                                    | sq. ft. / GFA           | \$ 69.68          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Day Care                                                                                           | sq. ft. / GFA           | \$ 34.92          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Hotel/Motel                                                                                        | room                    | \$ 1,720.39       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Gasoline/Service Station                                                                           | fueling position        | \$ 39,769.62      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Gasoline/Service Station w/ Convenience Mart                                                       | fueling position        | \$ 38,737.39      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Quick Lubrication Vehicle Stop                                                                     | servicing position      | \$ 14,881.35      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Marina                                                                                             | berth                   | \$ 544.79         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Institutional</b>                                                                               |                         |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Elementary School                                                                                  | student                 | \$ 430.10         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Middle School                                                                                      | student                 | \$ 458.77         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| High School                                                                                        | student                 | \$ 372.75         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Church                                                                                             | sq. ft. / GFA           | \$ 1.58           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Hospital                                                                                           | sq. ft. / GFA           | \$ 2.67           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Assisted Living, Nursing Home, Group Home                                                          | bed                     | \$ 831.52         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

### Transportation Impact Fee Rate Schedule

| Land Uses                                             | Unit of Measure* | Rate      |
|-------------------------------------------------------|------------------|-----------|
| <b>Industrial</b>                                     |                  |           |
| Light Industry/Manufacturing/Industrial Park          | sq. ft. / GFA    | \$ 2.78   |
| Warehousing/Storage                                   | sq. ft. / GFA    | \$ 0.92   |
| Mini Warehouse                                        | sq. ft. / GFA    | \$ 0.75   |
| <b>Restaurant</b>                                     |                  |           |
| Restaurant                                            | sq. ft. / GFA    | \$ 21.48  |
| Fast Food Restaurant (w/ drivethrough)                | sq. ft. / GFA    | \$ 93.62  |
| Coffee/Donut Shop with Drive-Through Window           | sq. ft. / GFA    | \$ 122.72 |
| Coffee/Donut Shop without Drive-Through Window        | sq. ft. / GFA    | \$ 116.84 |
| <b>Commercial - Retail</b>                            |                  |           |
| Specialty Retail Center (small strip shopping center) | sq. ft. / GFA    | \$ 7.77   |
| Apparel Store                                         | sq. ft. / GFA    | \$ 10.98  |
| Automobile Sales                                      | sq. ft. / GFA    | \$ 7.51   |
| Auto Parts Sales                                      | sq. ft. / GFA    | \$ 17.15  |
| Supermarket                                           | sq. ft. / GFA    | \$ 27.18  |
| Convenience Market (open 24 hrs)                      | sq. ft. / GFA    | \$ 150.28 |
| Furniture Store                                       | sq. ft. / GFA    | \$ 1.29   |
| Nursery/Garden Center                                 | sq. ft. / GFA    | \$ 19.90  |
| Pharmacy/Drugstore (w/ drivethrough)                  | sq. ft. / GFA    | \$ 28.42  |
| Hardware/Building Materials Store                     | sq. ft. / GFA    | \$ 12.87  |
| Discount Merchandise Store (Free Standing)            | sq. ft. / GFA    | \$ 14.28  |
| <b>Commercial - Office</b>                            |                  |           |
| General office building (multiple tenants)            | sq. ft. / GFA    | \$ 4.27   |
| Single tenant office building                         | sq. ft. / GFA    | \$ 4.99   |
| Medical/Dental Office Building                        | sq. ft. / GFA    | \$ 10.24  |

\*For uses with a standard of measure in square feet, trip rate is given as trips per 1,000 square feet, and impact fee is dollars per square foot.

## Engineering and development fees

Unless otherwise determined, regular engineering and development fees are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October.

*Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2018-October 2019*

*5.000%*

*Originally Adopted by ordinance 2266*

### Rates Effective 1/1/2019

|                                                                    |                                                                                                                                                                                                                                                                                                                                                                              |      |          |          |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------|----------|
| Application for encroachment agreement                             | \$ 105.00                                                                                                                                                                                                                                                                                                                                                                    |      |          |          |
| Application for utility extension                                  | \$ 105.00                                                                                                                                                                                                                                                                                                                                                                    |      |          |          |
| Application for street improvement waiver                          | \$ 105.00                                                                                                                                                                                                                                                                                                                                                                    |      |          |          |
| Application for curb cut permit                                    | \$ 52.50                                                                                                                                                                                                                                                                                                                                                                     |      |          |          |
| Application for street cut/R.O.W. permit                           |                                                                                                                                                                                                                                                                                                                                                                              |      |          |          |
| Inside traveled way                                                | \$ 52.50                                                                                                                                                                                                                                                                                                                                                                     |      |          |          |
| Outside traveled way                                               | \$ 21.00                                                                                                                                                                                                                                                                                                                                                                     |      |          |          |
| Engineering plan reviews                                           | 0.5% approved engineering estimate for all public works improvements                                                                                                                                                                                                                                                                                                         |      |          |          |
| Construction inspection                                            | \$ 525.00                                                                                                                                                                                                                                                                                                                                                                    | plus |          |          |
|                                                                    | 1.5% approved engineering estimate for all public works improvements, with a reduction of up to 50% of the percentage fee approvable by the director of engineering and development services when he/she finds that the developer provides on-site construction inspection and construction engineering through private consultants to the same standard as that of the city |      |          |          |
| Reinspection fees for curb cuts, street cuts and sewer connections | additional one-half of the original permit fee                                                                                                                                                                                                                                                                                                                               |      |          |          |
| Sewer inspection fee                                               | \$ 52.50                                                                                                                                                                                                                                                                                                                                                                     |      |          |          |
| Monitoring clearing and grading permitted activity                 | \$ 105.00                                                                                                                                                                                                                                                                                                                                                                    | plus | \$ 26.25 | per acre |

## Planning, Community & Economic Development Department

### Land Use Application Fees

| Permit Type                                                          | Rates effective 1/1/2020 | Notes                                                                                                                  |
|----------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------|
| Accessory dwelling unit (ADU)                                        | \$120.00                 |                                                                                                                        |
| Annexation                                                           | \$1,870.00               | For projects requiring more than 20 hours of staff time the applicant will be billed at the hourly Planning Dept. rate |
| Appeals*                                                             |                          |                                                                                                                        |
| Appeal of Type 1 or Type 2 Decision to the Hearing Examiner          | \$500.00                 |                                                                                                                        |
| Appeal of Type 3-HE or Type 3-PC Decision to City Council            | \$200.00                 |                                                                                                                        |
| Appeal of administrative order per AMC 20.20.100 to Hearing Examiner | \$200.00                 | *if an appellant prevails on their appeal, the City will reimburse the appeal fee paid by appellant.                   |
| Boundary line adjustment (BLA)                                       | \$240.00                 |                                                                                                                        |
| Comprehensive Plan amendment:                                        |                          |                                                                                                                        |
| Map Designation Amendment Petition Submittal                         | \$960.00                 |                                                                                                                        |
| If Docketed                                                          | \$1,870.00               | must be paid within 14 days of Ord. setting docket                                                                     |
| Conditional use permit                                               |                          |                                                                                                                        |
| Administrative                                                       | \$850.00                 |                                                                                                                        |
| Home occupation permit                                               | \$150.00                 |                                                                                                                        |
| Quasi-Judicial                                                       | \$1,870.00               |                                                                                                                        |
| Critical Areas                                                       |                          |                                                                                                                        |
| Review                                                               | \$240.00                 |                                                                                                                        |
| Special/conditional use/Alteration                                   | \$1,630.00               |                                                                                                                        |
| Demolition Permit                                                    | \$60.00                  |                                                                                                                        |
| Development Agreement                                                | \$1,570.00               | For projects requiring more than 20 hours of staff time the applicant will be billed at hourly rate                    |
| Essential Public Facilities (CUP)                                    | \$1,570.00               | For projects requiring more than 20 hours of staff time the applicant will be billed at hourly rate                    |
| Extension of permit term                                             | \$120.00                 |                                                                                                                        |
| Fence permit                                                         | \$15.00                  |                                                                                                                        |
| Floodplain development permit                                        | \$120.00                 |                                                                                                                        |
| Framework development plan                                           | \$1,570.00               | For projects requiring more than 20 hours of staff time the applicant will be billed at hourly rate                    |

## Planning, Community & Economic Development Department

### Land Use Application Fees

| Permit Type                                                   | Rates effective 1/1/2020             | Notes                                                    |
|---------------------------------------------------------------|--------------------------------------|----------------------------------------------------------|
| Land Divisions                                                |                                      |                                                          |
| Amendment                                                     | see minor modification               |                                                          |
| <b>Short subdivision (upt to 9 lots)</b>                      |                                      |                                                          |
| Preliminary                                                   | \$1,090.00                           |                                                          |
| Final short plat (w/ site imps)                               | \$480.00                             |                                                          |
| Final short plat (w/out site imps)                            | \$240.00                             |                                                          |
| <b>Long subdivision</b>                                       |                                      |                                                          |
| Preliminary                                                   | \$1,870.00                           |                                                          |
| Final long plat                                               | \$600.00                             |                                                          |
| <b>Binding site plan</b>                                      |                                      |                                                          |
| Preliminary                                                   |                                      |                                                          |
| <10 lots                                                      | \$1,090.00                           |                                                          |
| 10+ lots                                                      | \$1,870.00                           |                                                          |
| Final BSP (w/ site imps)                                      | \$480.00                             |                                                          |
| Final BSP (w/out site imps)                                   | \$240.00                             |                                                          |
| <b>Unit lot subdivision</b>                                   | same as site plan + short /long plat |                                                          |
| Preapplication                                                |                                      |                                                          |
| General info                                                  | \$0.00                               |                                                          |
| Pre-submittal                                                 | \$240.00                             | credited to formal application fee if applied w/in 6 mos |
| Revision to permit                                            |                                      |                                                          |
| Minor                                                         | \$300.00                             |                                                          |
| Major                                                         | new app fee                          |                                                          |
| Rezone - site specific, authorized by Comp. Plan              | \$1,870.00                           |                                                          |
| Rezone (made in conjunction with yearly updates of Comp Plan) | luded in Comp Plan Amendment Fee     |                                                          |
| SEPA                                                          |                                      |                                                          |
| Threshold determination                                       | \$480.00                             |                                                          |
| EIS                                                           | actual cost of preparation           |                                                          |
| Appeal                                                        | see Appeals, above                   |                                                          |
| Shoreline Permits                                             |                                      |                                                          |
| Exemption                                                     | \$240.00                             |                                                          |

## Planning, Community & Economic Development Department

### Land Use Application Fees

| Permit Type                                                                                                                      | Rates effective 1/1/2020                           | Notes                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------|
| Shoreline substantial development permit -SDP / CUP/ VAR                                                                         |                                                    |                                                                       |
| Type 3-PC (SDP, CUP, VAR)                                                                                                        | \$1,630.00                                         | + \$300 per additional CUP/VAR                                        |
| Type 4-CC (SDP, CUP, VAR)                                                                                                        | \$1,870.00                                         | + \$300 per additional CUP/VAR                                        |
| Site Plan & Design Review                                                                                                        |                                                    |                                                                       |
| Sign permit review                                                                                                               | \$60.00                                            | added to building permit fee                                          |
| SFR, duplex site plan/design standards                                                                                           | \$60.00                                            | added to building permit fee                                          |
| Cottage, Townhouse /MF up to 10 Units or up to 12,000 SF nonres.<br>GFA or<br>up to 20,000sf of nonresidential site improvements | \$360.00                                           |                                                                       |
| Cottage, Townhouse/ MF more than 10 Units or >12,000sf non-<br>residential GFA or >20,000sf non-residential site improvements    | \$1,090.00                                         |                                                                       |
|                                                                                                                                  | 0.08 / sq. ft. of new or replaced<br>hard surface; |                                                                       |
| Stormwater Review                                                                                                                | \$150 per lot for subdivisions                     | Add'l charge for more than 2 reviews                                  |
| Stormwater management manual exception                                                                                           | \$1,090.00                                         |                                                                       |
| Vacation of right-of-way                                                                                                         | \$480.00                                           | plus actual cost of appraisal                                         |
| Variance                                                                                                                         |                                                    |                                                                       |
| Level 1                                                                                                                          | \$730.00                                           |                                                                       |
| Level 2                                                                                                                          | \$1,330.00                                         | plus actual cost of HE;<br>\$1,000 HE pre-payment                     |
| Wireless Service Facilities                                                                                                      |                                                    |                                                                       |
| Wireless Service Facility Permit                                                                                                 | \$240.00                                           | per facility                                                          |
| Wireless Conditional Use Permit                                                                                                  | \$1,330.00                                         | plus \$120 per facility plus actual cost of HE;\$1,000 HE pre-payment |
| Master ROW use agreement                                                                                                         | \$1,500.00                                         |                                                                       |
| Eligible facilities determination                                                                                                | \$120.00                                           |                                                                       |
| Other Planning Dept. Reviews                                                                                                     |                                                    |                                                                       |
| Hourly rate for Planning Review                                                                                                  | \$60.00                                            | per hour                                                              |

## Planning, Community & Economic Development Department

### Land Use Application Fees

| Permit Type                                                                                                        | Rates effective 1/1/2020 | Notes                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Additional plan review requested by changes, additions, or revisions to plans after 2 reviews have been completed. | Hourly Rate              | per hour                                                                                                                                        |
| Planning review for activities not specifically listed above, as determined by the Director                        | Hourly Rate              | per hour                                                                                                                                        |
| Other Fees                                                                                                         |                          |                                                                                                                                                 |
| Consultant/3rd Party Review Fees                                                                                   | Actual Cost              | 3rd party reviews may be required for certain reports/project types (involving critical areas, shorelines, stormwater, wireless services, etc.) |
| Additional notice publication costs necessitated by changes, additions, or revisions to an application.            | Actual Cost              |                                                                                                                                                 |

# Unified Fee Schedule Update

- SEWER RATE UPDATE
- WATER AND SEWER GFC'S

# Sewer rate update

- ▶ The Cost of Service analysis showed commercial accounts generate higher flows per account, and therefore should have higher rates than residential accounts.
- ▶ To correct this, the recommendation was made to modify the rate increases for years 2020 – 2025, from 7% across the board, to 3.5% residential, and roughly 15% commercial.
- ▶ CFC requested a Multifamily category be added to be consistent with the Water utility.

| 5-year Phase-In for Cost-of-Service Adjustment |                     |                    |                      |
|------------------------------------------------|---------------------|--------------------|----------------------|
|                                                | Across<br>the Board | Cost of<br>Service | Combined<br>Increase |
| <b>Single Family:</b>                          |                     |                    |                      |
| 2020                                           | 7.0%                | -3.5%              | 3.5%                 |
| 2021                                           | 7.0%                | -3.5%              | 3.5%                 |
| 2022                                           | 7.0%                | -3.5%              | 3.5%                 |
| 2023                                           | 7.0%                | -3.5%              | 3.5%                 |
| 2024                                           | 7.0%                | -3.5%              | 3.5%                 |
| 2025                                           | 7.0%                | 0%                 | 7.0%                 |
| <b>Non-Single Family:</b>                      |                     |                    |                      |
| 2020                                           | 7.0%                | 8.9%               | 15.9%                |
| 2021                                           | 7.0%                | 9.7%               | 16.7%                |
| 2022                                           | 7.0%                | 8.6%               | 15.6%                |
| 2023                                           | 7.0%                | 7.7%               | 14.7%                |
| 2024                                           | 7.0%                | 7.0%               | 14.0%                |
| 2025                                           | 7.0%                | 0%                 | 7.0%                 |

# Water and Sewer GFC update

- ▶ Last GFC update was in 2005.
- ▶ The water treatment plant was built since then, that alone adding \$70 million to infrastructure.
- ▶ Updated GFC calculations showed the current Water GFC is severely under, but Sewer is slightly over.

| Water        |         | Sewer        |          |
|--------------|---------|--------------|----------|
| Current:     | \$2,787 | Current:     | \$ 9,091 |
| Recommended: | \$7,215 | Recommended: | \$ 8,501 |
| Change:      | \$4,428 |              | (\$590)  |

| <b>Meter type:</b>               | <b>2019<br/># of accounts</b> |      |       |
|----------------------------------|-------------------------------|------|-------|
| 5/8" x 3/4" Commercial           | 411                           |      |       |
| 5/8" x 3/4" Multifamily          | 133                           |      |       |
| 5/8" x 3/4" Residential          | 6995                          |      |       |
| 5/8" x 3/4" Residential Discount | 38                            | 7577 | 92.6% |
| 3/4" Commercial                  | 22                            |      |       |
| 3/4" Multifamily                 | 11                            |      |       |
| 3/4" Residential                 | 148                           | 181  | 2.2%  |
| 1" Commercial                    | 97                            |      |       |
| 1" Multifamily                   | 59                            |      |       |
| 1" Residential                   | 59                            | 215  | 2.6%  |
| 1.5" Commercial                  | 53                            |      |       |
| 1.5" Multifamily                 | 17                            |      |       |
| 1.5" Residential                 | 6                             | 76   |       |
| 2" Commercial                    | 70                            |      |       |
| 2" Multifamily                   | 31                            |      |       |
| 2" Residential                   | 7                             | 108  |       |
| 3" Commercial                    | 14                            |      |       |
| 3" Multifamily                   | 2                             |      |       |
| 4" Commercial                    | 4                             |      |       |
| 6" Commercial                    | 3                             |      |       |
|                                  | <hr/>                         |      |       |
|                                  | 8180                          |      |       |



# City Council Agenda Bill

**Meeting Date:** 10/21/2019

**Agenda Item:** 7b

**Subject:** 2019 3<sup>rd</sup> quarter budget amendment

**Staff Contact:** Steve Hoglund

| Approved for Submittal to Council by |                                 |
|--------------------------------------|---------------------------------|
|                                      | Laurie Gere, Mayor              |
| x                                    | Steve Hoglund, Finance Director |
|                                      | Darcy Swetnam, City Attorney    |
|                                      |                                 |
|                                      |                                 |

| Action Type |                    |
|-------------|--------------------|
| x           | Ordinance No. 3055 |
|             | Code Revision?     |
|             | Resolution No.     |
|             | Contract           |
|             | Public Hearing     |
|             | Staff Report       |

**Summary Statement:** A number of changes to the 2019 portion of the biennial budget have emerged that require City Council attention.

**Background:** The attached amendment ordinance has explanations for each item that has emerged that requires attention and potential amendment, along with the associated dollar amount. These are all fiscal year 2019 expenses, but there remains the potential for some of these to roll into FY 2020.

| Budget Impact              |           |
|----------------------------|-----------|
| Amount Budgeted            |           |
| Budget Account (BARS)      | Various   |
| Proposed Expenditure       | 1,638,876 |
| Budget Amendment Required? | Yes       |
| Revenue Source             | Various   |

| Proposed Contract |  |
|-------------------|--|
| Contractor        |  |
| Amount            |  |
| Start Date        |  |
| End Date          |  |

**Previous Council/Committee Action:** 2019/2020 Budget [Ordinance No. 3032](#); [May 28, 2019](#) City Council preview of budget amendment; mid-year budget amendment [Ordinance No. 3042](#).

**Competing Viewpoints Considered:** Budget should not be amended.

**Recommended Motion:** I move to adopt Ordinance 3055 authorizing the 3<sup>rd</sup> quarter budget amendment.

**Alternative Actions:** Do not adopt budget amendment.

**Attachments** (listed in order presented): Ordinance 3055

## ORDINANCE 3055

AN ORDINANCE AMENDING ORDINANCE NO. 3032 ADOPTED ON DECEMBER 13, 2018, ENTITLED "AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES AND USES FOR THE 2019/2020 BIENNIUM"

WHEREAS, The Police department received a grant from the Swinomish Tribe related to gambling which the department would like to use to replace tasers and other equipment that has reached the end of its life cycle, and

WHEREAS, The a PD patrol vehicle and a Parks truck were both involved in accidents that totaled the vehicle, and those vehicles needed replacement, and were paid for with a combination of insurance proceeds and ERR replacement funds, and

WHEREAS, The Pickett Pocket Park is in need of financing to get the project started and parks impact fees were identified as a good source for the project, and

WHEREAS, The Library ordered study tables and chairs in 2018 that were not received until 2019 but the budget authority for those office supplies were established in 2018 and not transferred to 2019, and

WHEREAS, the Oakes Avenue roundabout was initially budgeted in 2020, but that timeframe has been accelerated to start the project in 2019, with estimated project complete by April 1, 2020, and

WHEREAS, The City Council authorized \$35,000 in July of 2018 support of a capital campaign by Skagit Community Action Agency, and the SCAA is now desirous of receiving those funds but the budget authority has expired, and they are now requesting \$25,000 in support of an amended campaign and are in need of those monies now.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Anacortes, Washington, as follows:

Section 1. Ordinance No. 3032 dated December 13, 2018 adopting the Budget for all Municipal purposes and Uses for the 2019/2020 Biennium is hereby amended to reflect the following revisions to expenditures and revenues in the following funds:

|                   |                               |           |         |
|-------------------|-------------------------------|-----------|---------|
| 001.310.521.70.35 | Police supplies               | 26,076    |         |
| 001.310.337.00.00 | Tribal Gaming Impact          |           | 26,076  |
|                   |                               |           |         |
| 501.790.594.48.60 | Replace totaled patrol car    | 50,000    |         |
| 501.790.594.48.60 | Replace totaled parks truck   | 40,000    |         |
| 501.790.395.20.00 | Insurance proceeds patrol     |           | 29,929  |
| 501.790.395.20.00 | Insurance proceeds parks      |           | 12,918  |
| 501.790.308.80.00 | Repalcement funds             |           | 47,153  |
|                   |                               |           |         |
| 108.410.594.76.60 | Pickett pocket park           | 50,000    |         |
| 108.410.397.00.00 | Trans in Park imp fees        |           | 50,000  |
|                   |                               |           |         |
| 112.000.597.00.00 | Trans Imp Fee transfer out    | 50,000    |         |
| 112.000.308.00.00 | Impact Fee fund balance       |           | 50,000  |
|                   |                               |           |         |
| 103.440.572.20.31 | Office and Operating Supplies | 20,200    |         |
| 103.440.308.90.00 | Cash reserves                 |           | 20,200  |
|                   |                               |           |         |
| 105.720.595.30.63 | Oakes Ave roundabout          | 1,400,000 |         |
| 105.720.334.03.80 | Grant                         |           | 778,500 |
| 401.000.594.34.63 | Water utility                 |           | 75,765  |
| 105.720.595.61.63 | ADA/Sidewalks                 |           | 20,650  |
| 105.720.397.00.00 | Impact Fees transfer in       |           | 525,085 |
|                   |                               |           |         |
| 112.000.597.00.00 | Trans Imp Fee transfer out    | 525,085   |         |
| 112.240.308.90.00 | Impact Fee fund balance       |           | 525,085 |
|                   |                               |           |         |
| 001.250.334.00.00 | Wa St Archive Grant           | 25,000    |         |
| 001.250.515.30.41 | Prof Svcs for archiving       |           | 25,000  |
|                   |                               |           |         |
| 001.110.511.60.41 | Skagit Comm Action            | 25,000    |         |
| 001.000.308.90.00 | Cash Reserves                 |           | 25,000  |

Section 2. Effective date. This Ordinance shall take effect from and after five (5) days after its passage and publication, as required by law.

PASSED AND APPROVED THIS 21<sup>st</sup> day of October, 2019

CITY OF ANACORTES, WASHINGTON

BY: \_\_\_\_\_  
Laurie Gere, Mayor

ATTEST:

(Corporate Seal)

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Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

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Darcy Swetnam  
City Attorney

# Capital Facilities Plan 2019 - 2024

## 3<sup>rd</sup> Quarter and Mid Biennial Review

- CFP is part of the Comp Plan, therefore needs to be amended in conjunction with City Budget, and requires a 2 week comment period and public hearing (*AMC 19.16.030*).
- November 4<sup>th</sup> public hearing and adopting ordinance

# Changes in Parks

| Project Title:                                    | 2019             | 2020             | 2021               | 2022               | 2023             | 2024               | Total              |
|---------------------------------------------------|------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|
| Parks Infrastructure                              | \$80,000         | \$100,000        | \$100,000          | \$100,000          | \$100,000        | \$100,000          | \$580,000          |
| Cemetery Improvements and Expansion               | 100,000          | 300,000          | 0                  | 0                  | 0                | 0                  | 400,000            |
| Washington Park Infrastructure                    | 40,000           | 40,000           | 50,000             | 50,000             | 50,000           | 50,000             | 280,000            |
| SHIP Wetland Interpretive Trail                   | 100,000          | 100,000          | 0                  | 0                  | 0                | 0                  | 200,000            |
| Heart Lake Improvements                           | 0                | 0                | 0                  | 0                  | 400,000          | 400,000            | 800,000            |
| H Avenue Stream Restoration                       | 0                | 0                | 0                  | 0                  | 0                | 200,000            | 200,000            |
| Tommy Thompson Trestle and Causeway Replacement   | 0                | 0                | 0                  | 0                  | 0                | 2,000,000          | 2,000,000          |
| Washington Park Campground Improvements           | 0                | 0                | 500,000            | 0                  | 0                | 0                  | 500,000            |
| Washington Park Day Use and Boat Lot Improvements | 25,000           | 25,000           | 0                  | 0                  | 0                | 0                  | 50,000             |
| Storvik Park field lighting and improvements      | 0                | 0                | 0                  | 700,000            | 0                | 0                  | 700,000            |
| Storvik Park small courts makeover                | 0                | 0                | 400,000            | 0                  | 0                | 0                  | 400,000            |
| Volunteer Park electrical update                  | 25,000           | 0                | 0                  | 0                  | 0                | 0                  | 25,000             |
| Ace of Hearts restrooms and upgrades              | 0                | 0                | 0                  | 500,000            | 0                | 0                  | 500,000            |
| Pickett Pocket Park                               | 50,000           |                  |                    |                    |                  |                    |                    |
| Depot Restroom and Improvements                   |                  | 300,000          |                    |                    |                  |                    |                    |
| <b>Totals</b>                                     | <b>\$420,000</b> | <b>\$865,000</b> | <b>\$1,050,000</b> | <b>\$1,350,000</b> | <b>\$550,000</b> | <b>\$2,750,000</b> | <b>\$6,985,000</b> |

| Funding Sources: | 2019             | 2020             | 2021               | 2022               | 2023             | 2024               | Total              |
|------------------|------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|
| REET             | 145,000          | 340,000          | 650,000            | 150,000            | 150,000          | 150,000            | 1,585,000          |
| Impact Fees      | 50,000           | 200,000          | 50,000             | 0                  | 0                | 0                  | 300,000            |
| Grants           | 25,000           | 225,000          | 350,000            | 1,200,000          | 400,000          | 2,600,000          | 4,800,000          |
| Contributions    | 50,000           | 0                | 0                  | 0                  | 0                | 0                  | 50,000             |
| Fund Balance     | 150,000          | 100,000          | 0                  | 0                  | 0                | 0                  | 250,000            |
| <b>Totals</b>    | <b>\$420,000</b> | <b>\$865,000</b> | <b>\$1,050,000</b> | <b>\$1,350,000</b> | <b>\$550,000</b> | <b>\$2,750,000</b> | <b>\$6,985,000</b> |

|                                           |                  |                  |                    |                    |                  |                    |                    |
|-------------------------------------------|------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|
| <b>3rd Quarter Amended Total:</b>         | <b>\$420,000</b> |                  |                    |                    |                  |                    |                    |
| <b>Mid Biennial Review Amended Total:</b> | <b>\$0</b>       | <b>\$865,000</b> | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$0</b>         |                    |
| <b>Adopted Total:</b>                     | <b>\$370,000</b> | <b>\$525,000</b> | <b>\$1,050,000</b> | <b>\$1,350,000</b> | <b>\$550,000</b> | <b>\$2,750,000</b> | <b>\$6,595,000</b> |
| <b>Amendment Change:</b>                  | <b>50,000</b>    | <b>340,000</b>   |                    |                    |                  |                    | <b>390,000</b>     |

# Changes in General Government

| Project Title:                                                                 | 2019               | 2020               | 2021               | 2022               | 2023             | 2024             | Total               |
|--------------------------------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|------------------|---------------------|
| Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock | \$0                | \$0                | \$120,000          | \$0                | \$0              | \$0              | \$120,000           |
| Community Youth Recreation Center                                              | 2,500,000          | 5,000,000          | 2,500,000          | 0                  | 0                | 0                | 10,000,000          |
| Anacortes Municipal Fiber Project                                              | 1,558,684          | 1,578,912          | 3,700,000          | 3,800,000          | 0                | 0                | 10,637,596          |
| Various Facilities Maintenance Projects, Amended                               | 456,080            | 361,000            | 695,401            | 705,835            | 716,420          | 727,166          | 3,661,902           |
| <b>Amended Total:</b>                                                          | <b>\$4,514,764</b> | <b>\$6,939,912</b> | <b>\$7,015,401</b> | <b>\$4,505,835</b> | <b>\$716,420</b> | <b>\$727,166</b> | <b>\$24,419,498</b> |
|                                                                                |                    |                    |                    |                    |                  |                  |                     |
| Funding Sources:                                                               | 2019               | 2020               | 2021               | 2022               | 2023             | 2024             | Total               |
| Taxes                                                                          | \$0                | \$0                | \$0                | \$0                | \$0              | \$0              | \$0                 |
| REET                                                                           | 456,080            | 361,000            | 695,401            | 705,835            | 716,420          | 727,166          | 3,661,902           |
| Utility Tax                                                                    | 0                  | 0                  | 0                  | 0                  | 0                | 0                | 0                   |
| Impact Fees                                                                    | 0                  | 0                  | 0                  | 0                  | 0                | 0                | 0                   |
| Grants                                                                         | 0                  | 0                  | 60,000             | 0                  | 0                | 0                | 60,000              |
| Rates/User Fees                                                                | 0                  | 1,578,912          | 3,700,000          | 3,800,000          | 0                | 0                | 9,078,912           |
| Contributions                                                                  | 2,500,000          | 5,000,000          | 2,500,000          | 0                  | 0                | 0                | 10,000,000          |
| Fund Balance                                                                   | 1,558,684          | 0                  | 60,000             | 0                  | 0                | 0                | 1,618,684           |
| <b>Totals</b>                                                                  | <b>\$4,514,764</b> | <b>\$6,939,912</b> | <b>\$7,015,401</b> | <b>\$4,505,835</b> | <b>\$716,420</b> | <b>\$727,166</b> | <b>\$24,419,498</b> |
|                                                                                |                    |                    |                    |                    |                  |                  |                     |
| <b>Mid Biennial Review Amended Total:</b>                                      | <b>\$4,514,764</b> | <b>\$6,939,912</b> | <b>\$7,015,401</b> | <b>\$4,505,835</b> | <b>\$716,420</b> | <b>\$727,166</b> | <b>\$24,419,498</b> |
|                                                                                |                    |                    |                    |                    |                  |                  |                     |
| <b>Adopted Total:</b>                                                          | <b>\$4,514,764</b> | <b>\$6,718,912</b> | <b>\$7,015,401</b> | <b>\$4,505,835</b> | <b>\$716,420</b> | <b>\$727,166</b> | <b>\$24,068,418</b> |
|                                                                                |                    |                    |                    |                    |                  |                  |                     |
| <b>Amendment Change:</b>                                                       | <b>0</b>           | <b>221,000</b>     | <b>0</b>           | <b>0</b>           | <b>0</b>         | <b>0</b>         | <b>221,000</b>      |

# Changes in Water

| Project Title:                                                   | 2019               | 2020                | 2021               | 2022                | 2023               | 2024               | Total               |
|------------------------------------------------------------------|--------------------|---------------------|--------------------|---------------------|--------------------|--------------------|---------------------|
| Retail: Pipeline Replacements                                    | \$833,000          | \$1,295,000         | \$1,360,000        | \$1,400,000         | \$1,442,000        | \$1,485,000        | \$7,815,000         |
| Retail: Blue Heron Pump Station Upgrade                          | 0                  | 0                   | 90,000             | 825,000             | 0                  | 0                  | 915,000             |
| Retail: Reservoir Internal Maintenance, Amended                  | 0                  |                     |                    |                     |                    | 5,000,000          | 5,000,000           |
| Refinery: West March Point Road Waterline                        | 0                  | 0                   | 0                  | 0                   | 420,000            | 1,790,000          | 2,210,000           |
| Oak Harbor: Pass Lake 10-inch Waterline Repair/Replace           |                    | 1,000,000           | 0                  | 0                   | 0                  | 0                  | 1,000,000           |
| Regional: Cathodic Protection                                    | 34,000             | 36,000              | 37,000             | 38,000              | 39,000             | 40,000             | 224,000             |
| Regional: WTP Filter Upgrade                                     | 0                  | 200,000             | 0                  | 0                   | 0                  | 0                  | 200,000             |
| Regional: Construct Storage Building                             | 0                  | 0                   | 0                  | 250,000             | 0                  | 0                  | 250,000             |
| Regional: Water System Plan Update                               | 0                  | 0                   | 186,000            | 0                   | 0                  | 0                  | 186,000             |
| Regional: Repair 36-inch Transmission Line near Swinomish Slough |                    | 1,000,000           |                    |                     |                    |                    | 1,000,000           |
| Regional: Decommision the Retired WTP, Amended                   |                    |                     |                    | 8,000,000           |                    |                    | 8,000,000           |
| Regional: WTP Raw Waterline, Amended                             | 264,000            | 8,000,000           |                    |                     |                    |                    | 8,264,000           |
| Telemetry Upgrades                                               | 400,000            | 0                   | 0                  | 0                   | 0                  | 0                  | 400,000             |
| Regional: New Clearwell, Amended                                 |                    | 5,500,000           |                    |                     |                    |                    | 5,500,000           |
| Regional: Property Acquisition, Adopted                          | 0                  | 0                   | 0                  | 0                   | 0                  | 500,000            | 500,000             |
| Regional: New Clearwell, Amended                                 |                    | 500,000             |                    |                     |                    |                    | 500,000             |
| <b>Amended Total:</b>                                            | <b>\$1,531,000</b> | <b>\$17,531,000</b> | <b>\$1,673,000</b> | <b>\$10,513,000</b> | <b>\$1,901,000</b> | <b>\$8,315,000</b> | <b>\$41,464,000</b> |

| Funding Sources:         | 2019               | 2020                | 2021               | 2022                | 2023               | 2024               | Total               |
|--------------------------|--------------------|---------------------|--------------------|---------------------|--------------------|--------------------|---------------------|
| Rates/User Fees          | 2,416,835          | 2,831,000           | 1,673,000          | 2,513,000           | 1,901,000          | 3,315,000          | 14,649,835          |
| Fund Balance             | 0                  | 13,500,000          | 0                  | 8,000,000           | 0                  | 0                  | 21,500,000          |
| <b>Totals</b>            | <b>\$2,416,835</b> | <b>\$16,331,000</b> | <b>\$1,673,000</b> | <b>\$10,513,000</b> | <b>\$1,901,000</b> | <b>\$3,315,000</b> | <b>\$36,149,835</b> |
|                          |                    |                     |                    |                     |                    |                    |                     |
| <b>Amended Total:</b>    | <b>\$1,531,000</b> | <b>\$17,531,000</b> | <b>\$1,673,000</b> | <b>\$10,513,000</b> | <b>\$1,901,000</b> | <b>\$8,315,000</b> | <b>\$41,464,000</b> |
| <b>Adopted Total:</b>    | <b>\$1,531,000</b> | <b>\$25,531,000</b> | <b>\$1,673,000</b> | <b>\$2,513,000</b>  | <b>\$1,901,000</b> | <b>\$8,315,000</b> | <b>\$41,464,000</b> |
|                          |                    |                     |                    |                     |                    |                    |                     |
| <b>Amendment Change:</b> | <b>0</b>           | <b>(8,000,000)</b>  | <b>0</b>           | <b>8,000,000</b>    | <b>0</b>           | <b>0</b>           | <b>0</b>            |



# City Council Agenda Bill

**Meeting Date:** 10/21/2019

**Agenda Item:** 7c

**Subject:** Prohibition on Distribution of Single-Use Plastic Bags at Checkout in Retail Establishments Larger than 10,000 square feet

**Contact:** Councilmembers Eric Johnson, Brad Adams, Ryan Walters

| Approved for Submittal to Council by |                                 |
|--------------------------------------|---------------------------------|
|                                      | Laurie Gere, Mayor              |
|                                      | Steve Hoglund, Finance Director |
|                                      | Darcy Swetnam, City Attorney    |
|                                      |                                 |
|                                      |                                 |

| Action Type |                    |
|-------------|--------------------|
| X           | Ordinance No. 3053 |
|             | Code Revision?     |
|             | Resolution No.     |
|             | Contract           |
|             | Public Hearing     |
|             | Staff Report       |

**Summary Statement:** This ordinance would prohibit single-use plastic bags in retail establishments larger than 10,000 SF.

## **Background:**

Many jurisdictions around the state and around the world have adopted prohibitions on single-use plastic grocery bags to combat litter, pollution, and waste. Plastic grocery bags are extremely lightweight and vulnerable to being caught by the wind and transported into the ocean. In Washington State, the following jurisdictions have adopted plastic bag bans:

- Bainbridge Island
- Bellingham
- Edmonds
- Ellensburg
- Everett
- Friday Harbor
- Gig Harbor
- Issaquah
- Kent
- Kirkland
- Kitsap County
- La Conner
- Lacey
- Mukilteo
- Olympia
- Port Orchard
- Port Townsend
- Quil Ceda Village
- San Juan County (Unincorporated)
- Seattle
- Shoreline
- Snohomish
- Tacoma
- Thurston County
- Tumwater

Our proposed ordinance is based on the model ordinance adopted elsewhere in Washington State, but differs in the following important ways:

- It would not impose a 5 or 10-cent charge for paper bags. Our experience is that these small charges are a nuisance, not effective at changing behavior toward bringing reusable bags, and not enforced.

- It would require a retail establishment to charge at least \$1 for any reusable carryout bag it offers. We have observed stores switching to thicker plastic bags to avoid the that are not reliably reused
- It would ONLY affect retail establishments larger than 10,000 SF. Smaller businesses distribute comparatively few plastic bags and the imposition of this prohibition would be a greater hardship.

For reference, some large retail businesses in Anacortes have the following area:

- Safeway 47k
- The Market 46.6k
- Rite Aid 16.2k
- Sebo's 14.7k
- Walgreens 13k
- Marine Supply 7.5k
- Steinman's 2.2k

**Previous Council/Committee Action:** Members of the public voiced opinions about a potential ban on single-use plastic bags at the [August 12, 2019](#) City Council meeting.

**Competing Viewpoints Considered:** Certain policy options were considered in drafting this ordinance, including whether a ban makes sense in Anacortes, whether to include a charge for paper bags, and which establishments in town the ban should apply to.

**Recommended Motion:** n/a at this time; the Two-Read Rule in Council Procedures section 7.4(b) provides that "An ordinance must be heard at two separate council meetings before it can be adopted."

**Alternative Actions:** As a legislative action, Council could amend the proposed text in any number of ways.

**Attachments** (listed in order presented):

- Proposed ordinance 3053

## **ORDINANCE NUMBER 3053**

### **An Ordinance Regulating the Distribution of Single-Use Carryout Bags by Retail Establishments**

**Whereas** the City Council desires to conserve resources, reduce greenhouse gas emissions, waste, litter, and marine pollution, protect wildlife, and to protect the public health and welfare, all of which increase the quality of life for the City's residents; and

**Whereas** less reliance on single-use carryout bags contributes to achieving the goals of conserving energy and natural resources while reducing greenhouse gases and litter; and

**Whereas** single-use carryout plastic bags take many years to decompose and eventually break down into microscopic granules, which can persist in the environment and may pose a threat to animal life, the natural food chain, and the environment; and

**Whereas** single-use carryout plastic bags cause significant problems for recycling processors and are costly to deal with and dispose of; and

**Whereas** single-use carryout plastic bags can contaminate the compost stream and it is in the City's interest to reduce this contamination to help ensure local compost is viable for public and private use; and

**Whereas** in order to reduce the use of single-use plastic and paper carryout bags in the City, it is necessary to regulate such use; and

**Whereas** the City Council finds that it is in the best interest of the health, safety, and welfare of the citizens of Anacortes to regulate single-use carryout bags;

**Now, therefore, the City Council of the City of Anacortes does ordain as follows:**

Section 1. A new chapter 5.47 is hereby added to the Anacortes Municipal Code to read as shown in Attachment A.

Section 2. This ordinance is effective six months from the date of enactment.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF ANACORTES:**

\_\_\_\_\_  
Laurie Gere, Mayor

**ATTEST:**

\_\_\_\_\_  
Steve Hoglund, City Clerk/Treasurer

**Approved as to Form:**

\_\_\_\_\_  
Darcy Swetnam, City Attorney

**Attachment A**  
***New Chapter AMC 5.47 Single-Use Carryout Bags***

**5.47.010 Definitions**

- A. “Carryout Bag” means any bag that is provided by a retail establishment at home delivery, the check stand, cash register, point of sale, or other point of departure to a customer to a customer for use to transport or carry away purchases, such as merchandise, goods, or food, from the retail establishment. Carryout Bag does not include:
1. Bags used by consumers inside stores to: (a) package bulk items, such as fruit, vegetables, nuts, grains, candy or small hardware items; (b) contain or wrap frozen foods, meat, fish, whether packaged or not; (c) contain or wrap flowers, potted plants, or other items where dampness may be a problem; or (d) contain unwrapped prepared foods or bakery goods; (e) pharmacy prescription bags;
  2. Bags provided by food providers to customers for the transportation of prepared take-out foods and prepared liquids intended for consumption away from the food provider’s premises;
  3. Newspaper bags, door-hanger bags, laundry-dry cleaning bags, or bags sold in packages containing multiple bags intended for use as garbage, pet waste, or yard waste bags.
- B. “Qualifying Assistance Program” means the Women, Infants, and Children (WIC) or Temporary Assistance for Needy Families (TANF) support programs; the federal Supplemental Nutrition Assistance Program (SNAP, also known as Basic Food); or the Washington State Food Assistance Program (FAP), or any similar program.
- C. “Retail Establishment” means any person, including any corporation, partnership, business, facility, vendor, organization or individual that sells or provides merchandise, goods or materials, including, without limitation, clothing, food, or personal items of any kind, directly to a customer. Retail Establishment includes, without limitation, any grocery store, department store, hardware store, pharmacy, liquor store, restaurant, catering truck, convenience store, and any other retail store or vendor.
- D. “Reusable Carryout Bag” means a bag made of cloth or other fabric with handles that is specifically designed and manufactured for long term multiple reuse and meets all of the following requirements:
1. Has a minimum lifetime of 125 uses, which for purposes of this subsection, means the capability of carrying a minimum of 22 pounds 125 times over a distance of at least 175 feet;

2. Is machine washable;
  3. If made of plastic, is a minimum of at least 2.25 mils thick.
- E. “Single-Use Plastic Carryout Bag” means any carryout bag that is less than 2.25 mils thick and is made of nonrenewable resources.

#### **5.47.020 Restrictions on Distribution of Carryout Bags**

- A. A retail establishment larger than 10,000 sq ft may not provide to a customer:
1. a *single-use plastic carryout bag*; or
  2. a paper carryout bag that does not meet the recycled content requirements of AMC 5.47.040; or
  3. a *reusable carryout bag* made of film plastic that does not meet the recycled content requirements of AMC 5.47.040.
- B. No person may distribute a *single-use plastic carryout bag* at any City facility, City-managed concession, City-sponsored event, or City-permitted event.

#### **5.47.030 Requirements for Distribution of Reusable Carryout Bags**

- A. A retail establishment larger than 10,000 sq ft may provide a *reusable carryout bag* or a *recycled content paper carryout bag* of any size to a customer at the point of sale.
- B. A retail establishment larger than 10,000 sq ft must collect a pass-through charge of at least \$1.00 for any reusable carryout bag it distributes.
- C. Pass-Through Charge.
1. The retail establishment must keep all revenue from pass-through charges. The retail establishment must show all pass-through charges on any receipt provided to a customer.
  2. The pass-through charge is a taxable retail sale.

#### **5.47.040 Recycled Content Requirements**

- A. For the purposes of this chapter, a *recycled content paper carryout bag* must:
1. Contain a minimum of forty percent postconsumer recycled materials;
  2. Be capable of composting, consistent with the timeline and specifications of ASTM D6868, as it existed as of January 1, 2019; and

3. Display the minimum percentage of postconsumer content in print on the exterior of the paper bag.
- B. For the purposes of this chapter, a *reusable carryout bag* must:
1. Have a minimum lifetime of one hundred twenty-five uses, which for purposes of this subsection means the capacity to carry a minimum of twenty-two pounds one hundred twenty-five times over a distance of at least one hundred seventy-five feet;
  2. Be machine washable or made from a durable material that may be cleaned or disinfected; and
  3. If made of film plastic:
    - a. Be made from a minimum of forty percent postconsumer recycled material;
    - b. Display the minimum percentage of postconsumer content in print on the exterior of the plastic bag;
    - c. Have a minimum thickness of no less than three mils; and
    - d. Display wording that the bag is reusable.

MONDAY, JULY 18, 2016

## Health Risks of Banning Plastic Bags

It is becoming politically popular for cities and counties to ban single-use plastic bags for groceries and certain other items in the name of protecting the environment. People living in jurisdictions where such bans are being considered may benefit from my experience in Minneapolis.

Advocates of banning the bags claim they will be replaced by recyclable ones that will save money, energy and other resources in manufacturing and reduce municipal waste in landfills. Not true. Manufacturing the single-use plastic bags requires less than half the energy needed for compostable plastic or cloth bags and less than a third of what's required for paper bags. Making plastic bags requires less than 6 percent of the water needed to make paper bags. In a comparison of quantities of municipal waste by weight, the production, use and disposal of single-use plastic bags produced a net 15.51 pounds of municipal solid waste; compostable plastic bags, 42.32 pounds; paper bags, nearly 75 pounds.

I cited those facts in a letter to the Minneapolis *Star Tribune* when the city council was considering a ban on plastic bags. In that letter I first cited health risks because they are substantial and I thought council members would surely place human health above all other considerations. I was wrong. Nobody brought up the health issue at the city's meetings about banning the bags despite the *Star Tribune* having included on its editorial page some of my concerns about the health risk.

Not included was a warning that banning the single-use plastic bags was "creating a high risk of food poisoning," according to Kofi Aidoo, probably the most highly qualified person in the world to speak on this issue. Here are his awesome credentials. He is president of the Royal Environmental Health Institute of Scotland, Professor of Food Safety and Microbiology at Glasgow Caledonian University (GCU) and program leader of the Food Bioscience Program at the University. He also leads GCU's Food Research Laboratory, is a Fellow of the Institute of Food Science and Technology (IFST) and of the Royal Society for Promotion of Health. He serves on the Joint Expert Committee on Food Additives, Contaminants and Natural Toxicants (JECFA) of the Food and Agriculture Organization/ World Health Organization. He is the author of 56 publications.

A reporter for the *Sunday Post* in the U.K. wrote: "We took a selection of reusable bags for analysis at GCU's School of Health and Life Sciences. There were plastic and cloth types. Four of the nine fell into the heavily contaminated category."

"The lab analysis found staphylococcus aureus, a disease-causing bacteria that can grow and produce toxin. Yeasts and molds from food spoilage were regularly isolated. *Asperigillus* and *Penicillium* were the most common." Professor Aidoo said, "Presence of these organisms on carrier bags could contaminate freshly-purchased open foods such as fruits and vegetables."

Aidoo's concerns were echoed by Hugh Pennington, emeritus professor of bacteriology at Aberdeen University, who said banning plastic bags could result in "an increase in the number of cases of food poisoning". Pennington has chaired two major inquiries into E. coli, including an outbreak in 1996 that killed 21 people. Although some studies report washing the bags is effective, Pennington says it "won't necessarily get rid of all of the bugs. The bag may look clean but you can still easily find these bugs." He also said flatly, "Any bag that's carrying meat, wrapped or unwrapped, shouldn't be used again." Also, advocates of washing the recyclable bags don't include the cost of detergent, disinfectant or water hot enough to kill the bacteria.

Dr. Richard Summerbell is a professor at the School of Public Health at the University of Toronto and author of over 140 peer-reviewed scientific papers. He conducted a study which found "reusable grocery bags can become an active microbial habitat and a breeding ground for bacteria, yeast, mold, and coliforms." The study also noted that the presence of yeast and mold may be of concern for people with compromised immune systems or allergies. In addition, the study showed that brand new bags, plastic or cloth, showed no evidence of bacteria, mold, yeast, or total coliform. It is important to note that the Canadian Department of Health validated the concerns of the Summerbell study.

In another study, microbiologist Dr. Charles Gerba said: "Our findings suggest a serious threat to health, especially from bacteria like E. coli, detected in half the bags sampled."

*USA TODAY* reported a study conducted at a central California grocery store that "involved spraying bags with a bacteria not harmful to humans but transported in a similar way to norovirus, a leading cause of gastrointestinal disease linked to more than 19 million illnesses each year in the United States. The tracer bacteria was detected in high concentrations on shopping carts, at the checkout counter and on food items shoppers *had touched* but kept on the shelf."

Reusable bags can transmit not only harmful bacteria but viruses. In Oregon, 9 of 13 members of a girls soccer team suffered vomiting and severe diarrhea from norovirus. Author of a study in the *Journal of Infectious Diseases*, epidemiologist Kimberly Repp explains "We demonstrated norovirus transmission without person-to-person contact. That's why this is different."

Dr. Gerba issued this statement: **"This incident should serve as a warning bell: permitting shoppers to bring unwashed reusable bags into grocery and retail stores not only poses a health risk to baggers but also to the next shoppers in the checkout line."** [Bold type is Dr. Gerba's] He also stated: "In reality, reusable bags are likely at fault much more often than we realize: cases often go unreported and uninvestigated."

Like the norovirus, the influenza virus can be spread by contact with contaminated surfaces. An infected person who has touched his nose or eyes (conjunctiva) will transfer the virus to his hands and subsequently to other surfaces he touches, including a reusable shopping bag. The bag will then be able to transfer the influenza virus to

others. A reusable bag coming from a home where there is illness, may be contaminated with the influenza virus. In the event of an influenza outbreak, it has even been suggested it may be necessary to require people to wash their bags before coming into the store or require clerks who handle bags to wear gloves.

Other diseases that can be caused by contaminated reusable bags include common cold, cold sores, conjunctivitis, croup, Giardia infection, lice, meningitis, rotavirus diarrhea, Respiratory syncytial virus (RSV), and strep.

Call7Investigators in Denver took several reusable bags from 7NEWS colleagues and a woman entering a grocery store and brought them to the University of Colorado Hospital for testing. Dr. Michelle Barron, the infectious disease expert there who analyzes lab results for a living, exclaimed, "Wow. Wow. That's pretty impressive." Then, "Oh my goodness! This is definitely the highest count." She admitted she was shocked. "We're talking in the million range of bacteria," she said. Three of the samples had relatively low bacteria counts, posing little risk. Two had moderate risk, and two others had extremely high counts—330,000 to nearly 1 million colonies of bacteria. Four of the samples also had relatively high levels of yeast and mold.

"To demonstrate the risk, the grocery bags were dusted with a substance that glows in the dark to show how harmful germs can travel. With the lights off, it was clear the Glo-Germ had not only stuck to our groceries, it was also on Marchetta's hands, the counter top, and in the cupboard and refrigerator."

"We're trying to be environmental. I fully support that," said Barron. "But not at the cost of your health."

"At the very least," says Aidoo, "people have to be given advice to clean these bags every time they use them." I doubt that many of the people who supported the ban would have done so if they had known they were going to have to wash them every time. Also, those most likely not to wash their bags are the homeless people, if for no other reason than they lack facilities to do so. So when they plunk down their unwashed reusable bag in a shopping cart or on the checkout counter, they pose a danger of infecting these surfaces for other customers.

The Keep America Beautiful campaign does not even rank plastic bags in the top ten sources of nationwide litter. Many major cities report less than 1 percent of municipal litter is from plastic bags, and many studies show that banning plastic bags has little or no effect on the total. In Minneapolis, Council Member Andrew Johnson spent an hour picking up litter in Minneapolis. He collected 498 items of which only 7 were plastic bags. He was one of only three members of the council to vote against the ban, which passed 10 to 3.

The campaign to outlaw plastic bags in the name of improving the environment is based on ignorance and misinformation. It will do the exact opposite and create health risks in the process. It will waste energy, water, and money. It will create inconvenience, waste

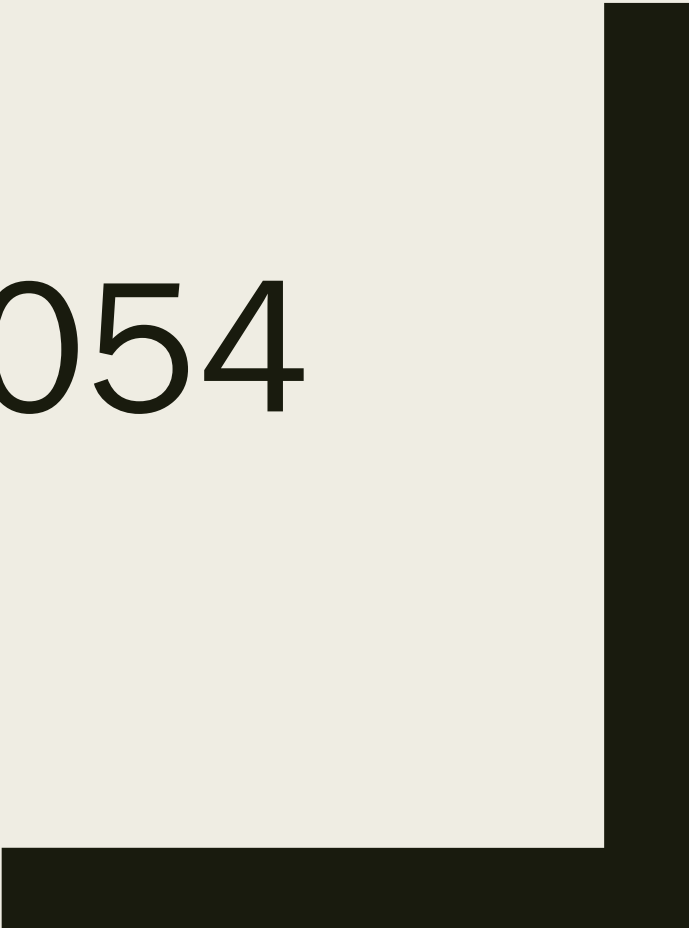
people's time, deprive people of the liberty to exercise choice which has produced a more efficient, economical and safer product. Banning plastic bags is an attempt to achieve by *political* means what cannot be achieved by *economic* means, because it is unrealistic. It means **government against the economy!** Which means government against reality. There is nothing government can do to make an economic function more efficient than a free market; its only power is to make it less efficient and more costly—and, yes, environmentally inferior as well as dangerous to human health.

Posted by Edmund Contoskiat 7/18/2016 09:11:00 PM



# INTERIM ORDINANCE 3054

Moratorium

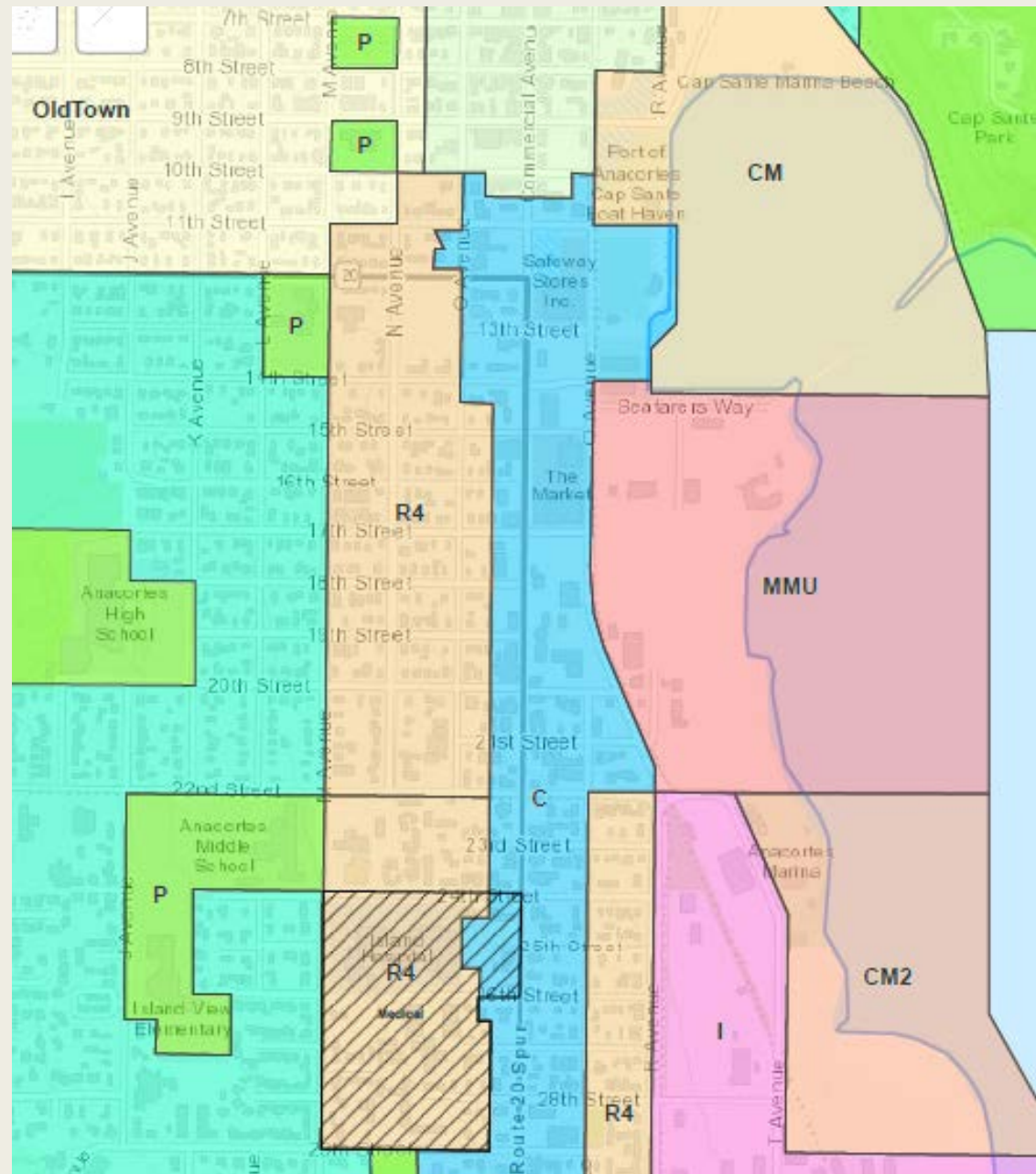


# BACKGROUND

- Update to Development Regulations in Ordinance 3040 adopted on July 22, 2019
- Update included Section 19.42.050, which provides height bonuses in the R4, C, and CBD zones, which allow
  - *Increase from 40 feet to 50 feet*
  - *For developments with either*
    - 25% of units no more than 600 square feet; OR
    - Integration of affordable dwelling units based on standards in the section

# ORDINANCE 3054

- In response to concerns from the public about the height bonus provisions in the R4 zone, Councilmembers Walters and Adams requested staff prepare Ordinance 3054
- Declares an emergency
- Places a moratorium on applications that:
  - *Are for a land use permit or building permit*
  - *In the R4 zone*
  - *West of “O” Avenue*
  - *Proposing use of bonus height provisions*



# PROCEDURE

- RCW 36.70A.390: If the City declares an emergency and adopts a moratorium or interim zoning ordinance
  - City must have a public hearing within 60 days, at which a work plan is adopted
  - Limit moratorium to 6 months
  - May extend moratorium for an additional 6 months if work plan is adopted
  - Must adopt findings of fact justifying action



THANK YOU



# City Council Agenda Bill

**Meeting Date:** 10/21/2019

**Agenda Item:** 7d

**Subject:** Moratorium on Permits within R4 west of "O" Ave using the bonus height provisions of AMC 19.42.050.

**Contact:** Councilmembers Ryan Walters, Brad Adams

| Approved for Submittal to Council by |                                 |
|--------------------------------------|---------------------------------|
|                                      | Laurie Gere, Mayor              |
|                                      | Steve Hoglund, Finance Director |
|                                      | Darcy Swetnam, City Attorney    |
|                                      |                                 |
|                                      |                                 |

| Action Type |                    |
|-------------|--------------------|
| X           | Ordinance No. 3054 |
|             | Code Revision?     |
|             | Resolution No.     |
|             | Contract           |
|             | Public Hearing     |
|             | Staff Report       |

**Summary Statement:** This ordinance would immediately enact a temporary moratorium on the acceptance of applications for land use permits or building permits in the R4 zone west of "O" Avenue that propose to use the bonus height provisions of [AMC 19.42.050](#).

## **Background:**

The R4 zone has a standard height limit of 40 feet, which has been in effect since 2008 (Ordinance 2794). Between 2008 and 1994, the height limit was 35 feet (Ordinance 2316). The City's 2019 development regulation update ([Ordinance 3040](#)), did not increase that standard height limit in the R4 zone, but did provide for a 10-ft increase in height over the standard height limit if (option 1) 25% of the total dwelling units contain 600 sq ft or smaller units; or (option 2) a qualifying number of affordable dwelling units is provided in the development. The bonus height provision now allows effectively for five-story development.

The City's purpose in enacting the bonus height provisions of AMC 19.42.050 was to incentivize the creation of new dwelling units that are either explicitly "affordable" (option 2), requiring monitoring and enforcement of rental prices of no more than 30% of the household income of households whose annual income is 50% or less of the area median income; or that are 600 sq ft or less (option 1), which have no explicit affordability requirements but are quite small and therefore highly likely to be less expensive than normal-size newly constructed dwelling units and will add more to the supply of housing in the city than larger units. When supply increases, prices decline.

The City's purpose in providing for the bonus height incentive in the Commercial, Central Business District, and R4 zones was to allow for the most intense development in the City to occur in areas where services are most available (e.g., access to food, shopping, and transit) and where existing commercial development is most likely to be

compatible, especially in the downtown core and areas between Commercial Ave and "R" Avenue. The City did not limit such new development to only one area, because that would reduce the likelihood that new development would occur.

The westerly portion of the Residential High Density District (the "R4 zone") (shown in purple on the attached map) is bounded by "O" Avenue on its eastern edge for the first four and a half northern blocks, then jogs a half block toward Commercial Avenue and continues southward through the middle of the block between "O" and Commercial until it reaches the Medical Overlay zone. We believe that five-story development west of "O" Avenue may be too intense for the R4 neighborhood between "O" and "M" Avenue and adjoining streets, and that the City should pause acceptance of applications so that we can fully consider the impacts of such development in that area and re-engage with the community. But further development in the half-block of R4 between "O" Avenue and Commercial Avenue is consistent with the City's objectives in incentivizing high-density housing in the Commercial Avenue core where services are present, and where a wide street separates less-dense residential land uses.

This ordinance would enact a moratorium, which state law defines as a temporary measure that a city may use while it considers permanent regulations through the usual legislative process of enacting land use regulations (described in [AMC Chapter 19.16](#)).

The moratorium would apply only to applications that meet all of the following criteria:

- for a land use permit or building permit
- in the R4 zone
- east of "O" Avenue
- proposing to use the bonus height provisions of AMC 19.42.050 (i.e., more than the standard height limit of 40 ft)

The moratorium would be effective only for six months unless the City Council takes action to extend it for another six-month period prior to its expiration or unless the City Council adopts permanent regulations.

**Previous Council/Committee Action:** No action between adoption of the development regulations and this proposed action.

**Competing Viewpoints Considered:** This is an interim action; a public hearing must be held within 60 days to take public comment on the ordinance.

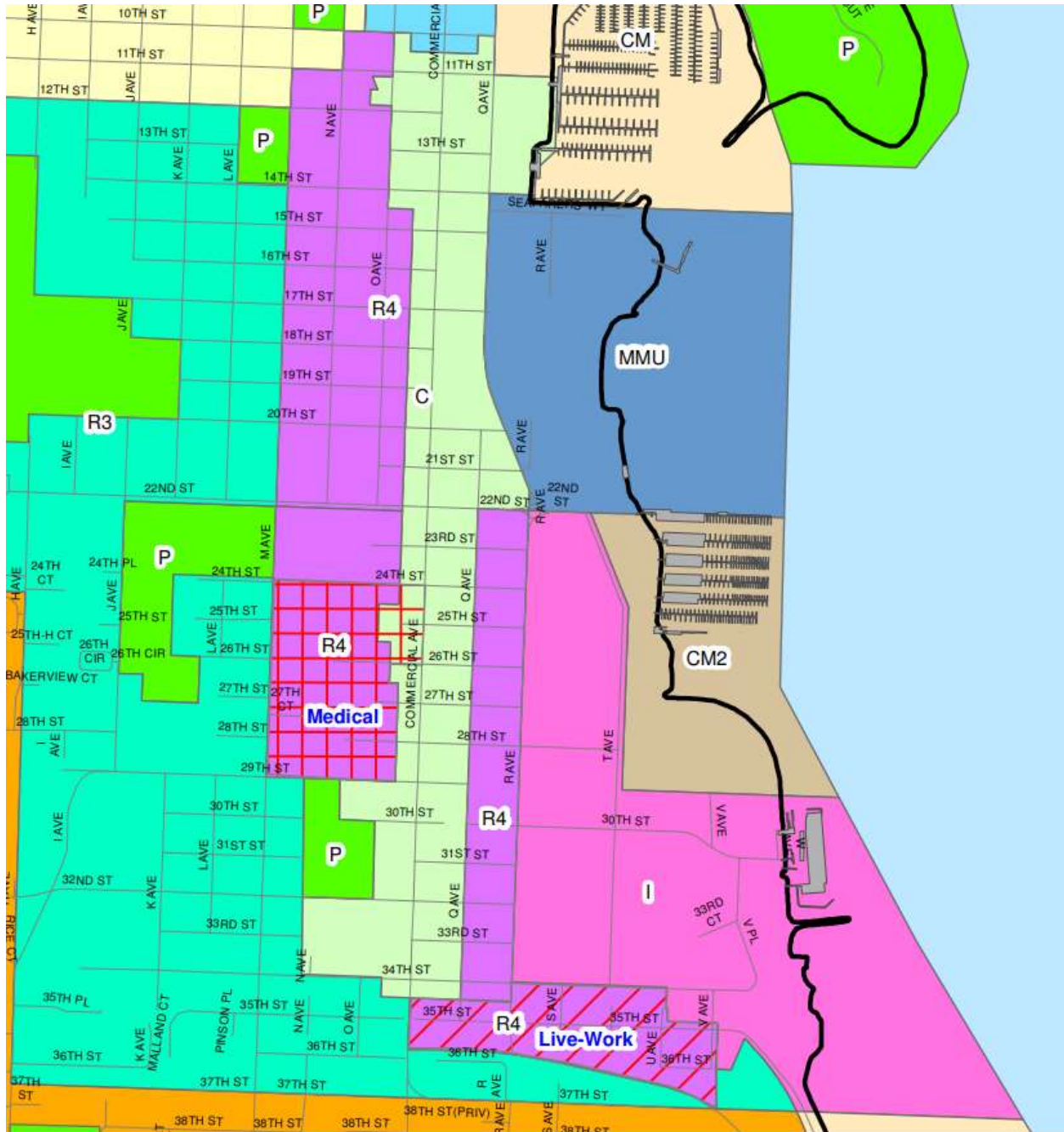
**Recommended Motion:** I move to approve Ordinance 3054 as presented.

**Alternative Actions:** As a legislative action, Council could amend the proposed text in any number of ways.

**Attachments** (listed in order presented):

- Zoning map of relevant area
- Proposed Ordinance 3054

Portion of City Zoning Map, adopted by Ordinance 3040, effective August 5, 2019



## **Ordinance No. 3054**

### **An Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in the R4 Zone**

**Whereas** the City of Anacortes recently adopted new development regulations (ordinance 3040) that, among other things, created new regulations governing the height limit in the R4 zone;

**Whereas** the bonus height provisions of AMC 19.42.050, which allow for an additional 10 feet of height over the standard height limit of 40 feet, have been the subject of a number of community concerns and comments;

**Whereas** the City Council desires to review the maximum building height in the R4 zone;

**Whereas** RCW 36.70A.390 and AMC 19.16.110 authorize the City Council to adopt moratoriums, interim zoning ordinances, and interim official controls;

**Whereas** a moratorium is a recognized technique to preserve the status quo while new plans and regulations are developed and avoid a rush for permits whenever a community desires to change its planning ordinances;

**Whereas**, as an interim ordinance, pursuant to WAC 197-11-880, the adoption of this ordinance is not subject to review under the State Environmental Policy Act;

#### **Now, therefore, the City Council of the City of Anacortes does ordain as follows:**

- Section 1. A moratorium is hereby declared on the acceptance of any land use or building permit application within the R4 zone west of "O" Ave that proposes to utilize the bonus height provisions of AMC 19.42.050.
- Section 2. Pursuant to RCW 36.70A.390, the City Council will hold a public hearing on this interim ordinance within 60 days of adoption and adopt findings of fact immediately after that public hearing.
- Section 3. Pursuant to RCW 36.70A.390, this moratorium is effective for six months, and may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal.
- Section 4. The City Council finds that an emergency exists under RCW 35A.12.130 and this ordinance is necessary for the protection of public health, public safety, public property or the public peace, and with adoption by a majority plus one of the entire membership of the City Council (i.e., 5 members) is effective immediately.

**PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.**

**APPROVED:**

\_\_\_\_\_  
Laurie Gere, Mayor

**Attest:**

\_\_\_\_\_  
Steve Hoglund, City Clerk-Treasurer

**Approved as to Form:**

\_\_\_\_\_  
Darcy Swetnam, City Attorney

## **Ordinance No. 3054**

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**Whereas**, as an interim ordinance, pursuant to WAC 197-11-880, the adoption of this ordinance is not subject to review under the State Environmental Policy Act;

#### **Now, therefore, the City Council of the City of Anacortes does ordain as follows:**

- Section 1. A moratorium is hereby declared on the acceptance of any land use or building permit application **within the R4 zone west of the Commercial zone** that proposes to utilize the bonus height provisions of AMC 19.42.050.
- Section 2. Pursuant to RCW 36.70A.390, the City Council will hold a public hearing on this interim ordinance within 60 days of adoption and adopt findings of fact immediately after that public hearing.
- Section 3. Pursuant to RCW 36.70A.390, this moratorium is effective for six months, and may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal.
- Section 4. The City Council finds that an emergency exists under RCW 35A.12.130 and this ordinance is necessary for the protection of public health, public safety, public property or the public peace, and with adoption by a majority plus one of the entire membership of the City Council (i.e., 5 members) is effective immediately.

**PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.**

**APPROVED:**

\_\_\_\_\_  
Laurie Gere, Mayor

**Attest:**

\_\_\_\_\_  
Steve Hoglund, City Clerk-Treasurer

**Approved as to Form:**

\_\_\_\_\_  
Darcy Swetnam, City Attorney



# ORDINANCE 3056

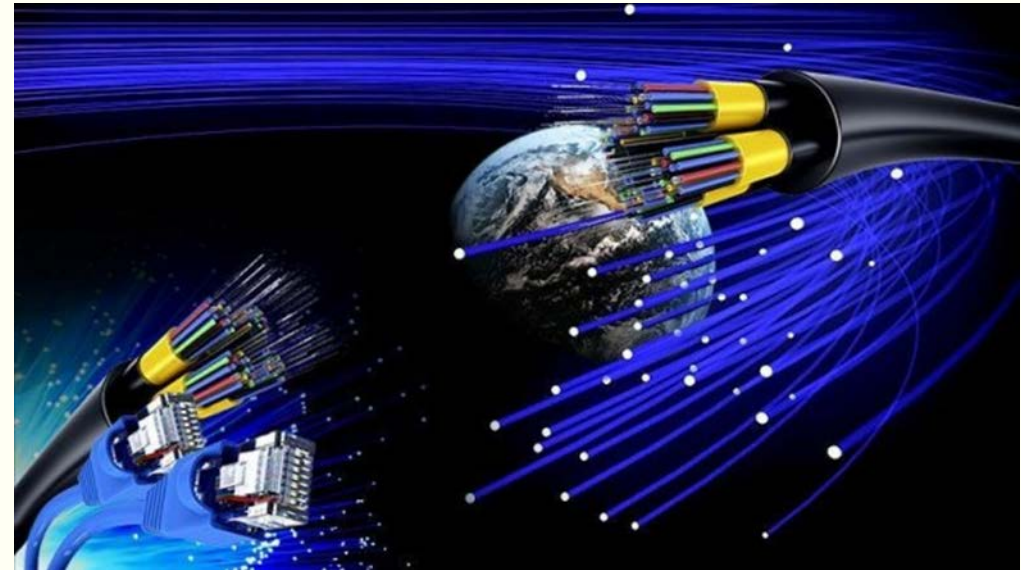
Fiber Contracting



# Current Code Restrictions

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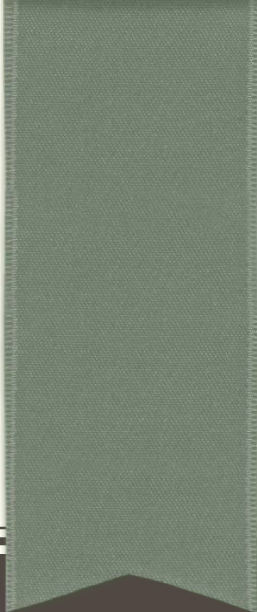
- Current Chapter 1.30.070 AMC requires:
  - All contracts to be assigned a contract number in City's contract database
  - All contracts must be posted on City's website in document portal
- Contracting authority is vested in City Council with some authority delegated to Mayor
  - AMC 1.30.010
  - AMC 1.30.040



# Proposed Ordinance 3056

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- Would amend AMC Section 1.30.070
  - 1.30.070(A)
    - Requires standardized numbering for all City contracts
    - Would make an exception for residential and business-class Internet service agreements
  - 1.30.070(B)
    - Requires all City contracts to be posted online in the City document portal
    - Would make an exception for residential and business-class Internet service agreements
- Creates new AMC Section 1.30.080
  - Authorized Director of fiber department to approve contracts
    - For provision of residential and business-class Internet services
    - Contract includes Master Services Agreement approved by City Attorney
  - All other contracts would have to be approved in accordance with Chapter 1.30 AMC



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THANK YOU

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# City Council Agenda Bill

**Meeting Date:** 10/21/2019

**Agenda Item:** 7e

**Subject:** Ordinance 3056: Amending Section 1.30.070(A) and (B) and Adding New Section 1.30.080 for Municipal Fiber Contract Administration

**Staff Contact:** Darcy Swetnam

| Approved for Submittal to Council by |                                 |
|--------------------------------------|---------------------------------|
| x                                    | Laurie Gere, Mayor              |
| x                                    | Steve Hoglund, Finance Director |
| x                                    | Darcy Swetnam, City Attorney    |
|                                      |                                 |
|                                      |                                 |

| Action Type |                    |
|-------------|--------------------|
| x           | Ordinance No. 3056 |
|             | Code Revision? Yes |
|             | Resolution No.     |
|             | Contract           |
|             | Public Hearing     |
|             | Staff Report       |

**Summary Statement:** The proposed Ordinance will allow the City to more efficiently track and execute contracts for residential and business-class Internet services.

**Background:** The current requirements for contracting in AMC Chapter 1.30 require all contracts to be numbered in a certain way, posted online, and executed by either the Mayor or City Council. With the planned deployment of residential and business-class Internet services to a large number of Anacortes residents and businesses, these requirements pose administrative challenges for the fiber department. Therefore staff recommends Council adopt the attached ordinance to amend the AMC to except residential and business-class Internet service contracts from the numbering and posting requirements and to allow the fiber department director to execute those agreements. These code changes will not apply to larger direct Internet access contracts or to dark fiber leases. However, this will allow more efficient administration of those contracts using the City's standard contract provisions and pricing structure.

| Budget Impact              |     |
|----------------------------|-----|
| Amount Budgeted            | N/A |
| Budget Account (BARS)      |     |
| Proposed Expenditure       |     |
| Budget Amendment Required? |     |
| Revenue Source             |     |

| Proposed Contract |     |
|-------------------|-----|
| Contractor        | N/A |
| Amount            |     |
| Start Date        |     |
| End Date          |     |

**Previous Council/Committee Action:** None

**Competing Viewpoints Considered:** Staff have considered many angles to allow for efficient administration of fiber contracts and recommend the attached code update.

**Recommended Motion:** I move we adopt Ordinance 3056 Amending Section 1.30.070(A) and (B) and Adding New Section 1.30.080 for Municipal Fiber Contract Administration.

**Alternative Actions:** Postpone or decline to adopt Ordinance 3056

**Attachments** (listed in order presented): Ordinance 3056

**Ordinance No. 3056**  
**An Ordinance Amending Section 1.30.070 (A) and (B) of the Anacortes**  
**Municipal Code and Adding New Section 1.30.080 to the Anacortes Municipal**  
**Code Regarding Executing Contracts for Residential and Business Class**  
**Internet Services**

**Whereas** the City Council of the City of Anacortes desires to provide reliable, high-speed internet to the residents and businesses of Anacortes, for the benefit and growth of economic and community goals; and

**Whereas** the Anacortes Municipal Code currently does not provide the proper procedure for numbering, recording, and executing contracts for residential and business-class Internet services; and

**Whereas** the City Council desires to adopt regulations for numbering, recording, and executing contracts for residential and business-class Internet services.

**Now, therefore, the City Council of the City of Anacortes does ordain as follows:**

Section 1. Anacortes Municipal Code Sub-Section 1.30.070(A) is revised to read as follows:

The City Contract Specialist must assign every contract and modification a unique identifier. Contracts must be identified in the form YY-###-CAT-###, where YY is the two-digit year of project initiation and ### is a number with leading zeros incremented for each contract approved that resets to 1 at the beginning of each year. CAT is the category of the contract, and the final ### is the number of the instrument related to the project. This sub-section does not apply to contracts between the City and customers for residential or business-class Internet service.

Section 2. The Anacortes Municipal Code Sub-Section 1.30.070(B) is revised to read as follows:

Effective August 1, 2018, all contracts must be recorded in the city's electronic records management system and made available to the public on the city's website within five days of approval. This sub-section does not apply to contracts between the City and customers for residential or business-class Internet service.

Section 3. A new Anacortes Municipal Code Section 1.30.080 entitled "Approval of contracts for residential and business-class Internet service" is hereby adopted to read as follows:

A. The director of the fiber department is authorized to approve contracts that meet all of the following criteria:

1. The contract is exclusively for the city's provision of residential and business-class Internet services.
2. The contract includes the Master Services Agreement approved by the City Attorney.

B. Any contract that the director of the fiber department is not authorized to approve must be approved pursuant to AMC Chapter 1.30.

Section 4. This ordinance shall take effect five (5) days from and after its passage, approval and publication in the manner required by law.

**PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.**

**CITY OF ANACORTES:**

\_\_\_\_\_  
Laurie Gere, Mayor

**Attest:**

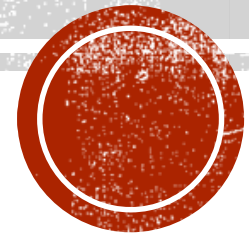
\_\_\_\_\_  
Steve Hoglund, City Clerk-Treasurer

**Approved as to Form:**

\_\_\_\_\_  
Darcy Swetnam, WSBA #40530 City Attorney

# SENIOR CENTER ROOF

Contract #19-FAC-001



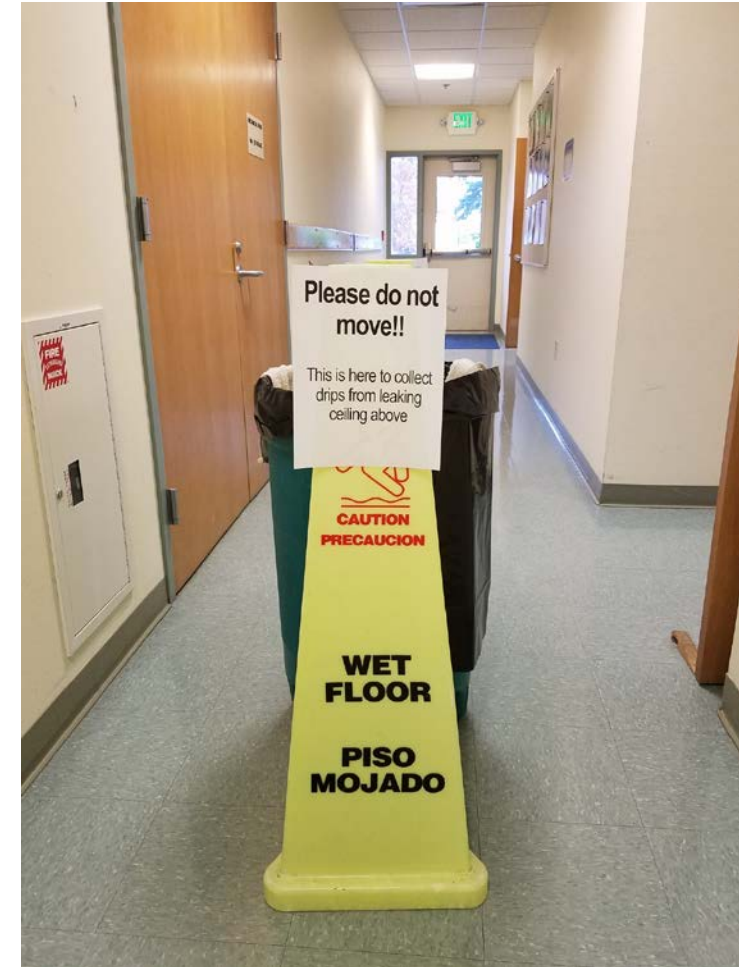
# BACKGROUND

- May 13, 2019: Council adopted Resolution 2041 rejecting all bids on project because they exceeded costs
- July 8, 2019: Council awarded contract to Twisted Metal with a planned start date of August 19, 2019
- August 13, 2019: Twisted Metal defaulted on the contract and it was terminated
- September 16, 2019: Council adopted Resolution 2058, declaring an emergency and waiving bidding requirements
- September 11, 2019: Contract executed with Four seasons Roof and Remodel Services, Inc.
- October 7, 2019: Four Seasons Roof and Remodel failed to meet bonding requirements and defaulted on the contract, which was terminated



# CURRENT STATUS OF SENIOR CENTER ROOF

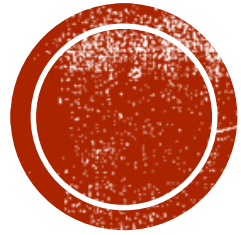
- Rainy season has started
- Center is experience problems and safety concerns due to leaking roof
- Emergency still exists and needs immediate repair



# PROPOSED CONTRACT

- Esary Roofing and Siding Company Inc.
  - Contractor appears to be qualified to perform work and meet all contracting requirements
- Terms:
  - \$257,504.86 total contract price
    - Twisted Metal contract amount: \$168,702.40
    - Four Seasons contract amount: \$236,919.84
    - Both defaulted due to inability to secure required performance bonds
  - Work to begin November 4, 2019, with full completion by April 1, 2020
  - Contractor will immediately do necessary repair work to protect asset
  - Replacement will begin later due to contractor availability and weather
- Competitive Bidding not required in these circumstances





**THANK YOU!**





# City Council Contract Agenda Bill

**Meeting Date:** 10/21/2019    **Agenda Item:** 7f

**Subject:** Contract Award - Senior Center Metal Roof Installation #19-066-FAC-001

**Staff Contact:** Fred Buckenmeyer

**Approved for Submittal to Council by:**  
Darcy Swetnam, City Attorney

**Action Type:** Contract Award

**Summary Statement:** City staff seeks City Council consent to award a contract in the amount of \$257,504.86 to Esary Roofing and Siding Co. Inc. to perform the Senior Center Metal Roof Installation project. Because of the delay that has been incurred due to 2 previous contractors defaulting on their contracts, and the fact that it takes approximately 7 weeks for the metal roofing product to be ordered and delivered, this contract provides temporary leak repair before the removal of the existing roof and installation of a 24-gauge metal roofing system on the Anacortes Senior Activity Center building.

**Background:**

1. **History:** The existing roof is a composite and is over 24 years old. In addition the roof used to be pressure washed to clean, so between the age and past maintenance the roof has deteriorated. There are now leaks in several places. Rain is frequent this time of year and it is imperative the roof is temporarily repaired and replaced immediately to prevent further damage to the building and protect the vulnerable population served by the Anacortes Senior Center from falls and mold exposure.
2. **Key Terms:**
  - Total contract price of \$257,504.86 which includes \$20,609.86 in sales tax.
  - The Contractor will begin work the week of 11/4/19 and achieve full completion by 4/1/20.
3. **Competitive Bidding:** At the [9/16/19](#) meeting Council approved [Resolution 2058](#) accepting the findings that an emergency existed for the replacement of the Senior Activity Center roof and waiving bidding requirements.

**Previous Council/Committee Action:** At the [5/13/19](#) meeting Council approved [Resolution 2041](#) rejecting all bids for this project from the bid opening conducted on April 16, 2019 due to the bids exceeding budgeted available funding for the project. At the [7/8/19](#) meeting Council awarded contract [19-066-FAC-001](#) to Twisted Metal. Work was scheduled to begin on 8/19/19 with a completion date of 9/18/19 but Twisted Metal defaulted on the contract on 8/13/19. At the [9/16/19](#) meeting Council approved [Resolution 2058](#) accepting the findings that an emergency existed for the replacement of the Senior Activity Center roof and waiving bidding requirements. Contract [19-066-FAC-001](#) had been executed on 9/11/19 with Four Seasons Roof and Remodel Services Inc. to perform the emergency roof replacement. Subsequently Four Seasons Roof and Remodel Services Inc. could not meet the contract bonding requirements and defaulted on the contract on 10/7/19.

**Competing Viewpoints Considered:** N/A

**Recommended Motion:** I move that City Council authorize the Mayor to sign a contract 19-066-FAC-001 with Esary Roofing and Siding Co. Inc. in the amount of \$257,504.86 to perform the Senior Center Metal Roof Installation project.

**Alternative Actions:** Cancel the project

**Attachments:** Contract 19-066-FAC-001

|                            |                                   |
|----------------------------|-----------------------------------|
| Contractor                 | Esary Roofing and Siding Co. Inc. |
| Contract Amount            | \$257,504.86                      |
| Earmarked Funds            | \$150,000.00                      |
| BARS #                     | 001.713.575.50.41                 |
| Budget Amendment Required? | Yes                               |
| Revenue Source?            | REET                              |
| Start Date                 | Week of 11/4/19                   |
| End Date                   | 4/1/2020                          |



CONTRACT 19-066-FAC-001  
AGREEMENT WITH  
**ESARY ROOFING AND SIDING CO. INC.**

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City") and Esary Roofing and Siding Co. Inc., a private contractor at 420 Pease Rd, Burlington, WA 98233 (herein after referred to as "Contractor").

**PROJECT**  
**Senior Center Metal Roof Installation**

1. **Scope of Work:** Contractor shall furnish all materials, equipment and labor to complete the Senior Center Metal Roof Installation at the Anacortes Senior Activity Center, 1701 22<sup>nd</sup> St, Anacortes, WA 98221 in accordance with and as described in Exhibit A, which is hereby incorporated by reference and made a part hereof.

2. **Contract Price:** The Contractor will perform the scope of work above for a price of **Two Hundred Fifty-Seven Thousand Five Hundred Four Dollars and Eighty-Six Cents (\$257,504.89)**, which includes \$20,609.86 in sales tax at an 8.7% rate. This includes all labor and materials for the project. The following payment terms apply:

| Line            | Qty | Description                                   | Cost         |
|-----------------|-----|-----------------------------------------------|--------------|
| 1               | 1   | Senior Center Metal Roof Installation project | \$231,895.00 |
| 2               | 1   | Minor Changes Allowance                       | \$5,000.00   |
| Subtotal:       |     |                                               | \$236,895.00 |
| 8.7% Sales Tax: |     |                                               | \$20,609.86  |
| Total:          |     |                                               | \$257,504.86 |

Line Item 1 is lump sum and payable upon completion. Line Item 2 is payable on a time-and-materials basis. To obtain reimbursement of expenses under Line Item 2, the Contractor must furnish supporting documentation for labor hours and materials charged. Expenses under Minor Changes may include replacement of gutters, downspouts, carpentry, or rot repair which are excluded from the lump sum price under Line Item 1. Work under Line Item 2 must be pre-approved and coordinated with the City Project Manager.

Before any payment is made by the City of Anacortes of sums under this contract, the contractor must provide a copy of the statement of *Intent to Pay Prevailing Wage* approved by the Department of Labor and Industries. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the contractor will be retained.

3. **Bonds:** Pursuant to RCW 39.08.010, the Contractor shall provide the City a performance bond and payment bond for the full contract amount to be in effect as detailed in the incorporated General Provisions. The City may at its option release the bonds once all the conditions of RCW 39.08.010-1a have been discharged.

4. **Time of Completion:** The Contractor will begin work no later than the week of November 4, 2019 and shall achieve full completion by April 1, 2020.

5. **Job Safety:** Contractor shall comply with all Department Labor & Industries and City of Anacortes safety standards.

6. **Contract Requirements:** Contractor must have a contractor license number, insurance, and City of Anacortes business license. **Prevailing Wage Law Applies.** Forms Needed: 1) Proof of Insurance with Additional Insured Endorsement (see General Provisions); 2) Intent to Pay Prevailing Wage; 3) Affidavit of Wages Paid; 4) Performance Bond; 5) Payment Bond; 6) Certification of Compliance with Wage Payment Statutes.

7. **Contract Documents:** The attached General Provisions and Exhibit A are included in this Contract Agreement.

**The parties acknowledge** that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents. Each of the persons signing below on behalf of any party hereby represents and warrants that s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

**Owner:**

City of Anacortes

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

**Contractor:**

Esary Roofing and Siding Co. Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor License #



**CONTRACT 19-066-FAC-001**  
**EXHIBIT A**

**SCOPE OF WORK:**

1. Perform leak patching repairs as directed by the Project Manager.
2. Remove existing (1-Layer) roofing down to roof deck, dispose of old roofing, dump fee included.
3. Pound or pull all existing fasteners. Clear off roof deck and inspect for structural soundness.
4. Replace any dry rot areas in accordance with Contract Article 2, Line Item 2.
5. Install 24-Gauge "hook eave" drip metal along gutter edges
6. Wrap all penetrations with ice & water shield
7. Apply ASTM rated # 30 lb. Asphalt Saturated Felt underlayment.
8. Install a 24-Gauge, 16" wide, standing seam metal roofing system.
9. Install 24-Gauge valley, end wall, side wall, hip and ridge flashings
10. Install Dek-Tight boots around penetrations
11. Remove and replace existing skylights with new custom sized, flat glass skylights. Install new metal roofing flashings. (These are custom size skylights, approx \$2200.00 each)
12. Remove existing gutters and downspouts and replace with new continuous aluminum, 6" K Style gutters and 3"x4" downspouts.
13. At the end of the day, job site will be left in a neat, professional manner.
14. All roofing and related debris is hauled away and disposed of properly, and legally, leaving the premises clean.

**1. Delivery.** Advance coordination of the work shall be made with the Project Manager Mac Jackson, (360) 299-1961.

**2. Subcontracts.** The Contractor shall give notice reasonably in advance of placing any subcontract; preferably the Contractor shall identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a Sub-Contractor to furnish supplies or services for performance of the prime Contractor or a Sub-Contractor. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders. The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed Sub-Contractor, (iv) proposed subcontract price. Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination

- (1) of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this contract, or
- (3) To relieve the Contractor of any responsibility for performing this Contract.

As required by RCW 39.06.020, the Contractor must verify responsibility criteria for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify responsibility criteria for each of its subcontractors. Verification is to include that, at the time of subcontract execution, each subcontractor meets the responsibility criteria listed in RCW 39.04.350(1) and additionally - if applicable - possesses an electrical contractor license or an elevator contractor license. This verification requirement, as well as the responsibility criteria, must be included in every public works contract and subcontract of every tier. The Contractor shall give immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the City.

**3. Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax. Where applicable the City shall furnish a Federal Excise Tax Exemption certificate.

**4. Invoicing.** All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price. The Contractor must invoice **MONTHLY** for quantities delivered during the invoice period. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to [accountspayable@cityofanacortes.org](mailto:accountspayable@cityofanacortes.org). Contractors may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution. The City shall notify the Contractor within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Contractor shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

**5. Withholding Payment.** In the event the City determines that the Contractor has failed to perform any obligation under this Contract within the times set forth in this Contract, then the City may withhold from amounts otherwise due and payable to Contractor the amount determined by the City as necessary to cure the default, until the Contracting Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to terminate or damages, provided that the City promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than 8 days after it determines to withhold amounts otherwise due. A determination of the Public Works Director set forth in such notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provisions of the Disputes clause of this Contract. The City may act in accordance with any determination of the Public Works Director which has become conclusive under this clause, without prejudice to any other remedy under the Contract, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount so paid or incurred from amounts due to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Contractor by reason of good faith withholding by the City under this clause.

**6. Final Payment: Waiver Of Claim** The contractor's acceptance of final payment (excluding withheld retainage) shall constitute a waiver of claims, except those previously and properly made and identified by the contractor as unsettled at the time request for final payment is made.

**7. Inspection.****A. Of the Work**

All materials furnished and work done shall be subject to inspection. The City Project Manager administering the Contract shall at all times have access to the work wherever it is in progress or being performed, and the Contractor shall provide proper facilities for such access and inspection. Such inspection shall not relieve the Contractor of the responsibility of performing the work correctly, utilizing the best labor and materials in strict accordance with the Specifications of the Contract. All material or work approved and later found to be defective shall be replaced without cost to the City.

**B. Project Manager's Authority**

The Project Manager shall have power to reject materials or workmanship which do not fulfill the requirements of these Specifications, but in case of dispute the Contractor may appeal to the City Attorney whose decision shall be final. The Contract shall be carried out under the general control of the representative of the City administering the Contract, who may exercise such control over the conduct of the work as may be necessary, in his or her opinion, to safeguard the interest of the City. The Contractor shall comply with any and all orders and instructions given by the representative of the particular Department administering the Contract in accordance with the terms of the Contract. Nothing herein contained, however, shall be taken to relieve the Contractor of his/her obligations or responsibilities under the Contract.

**8. Warranty.** The Contractor agrees to provide a twenty (20) year workmanship warranty and shall return to the project and repair or replace all defects in workmanship discovered within the 20 years after Final Acceptance of the Work, including any necessary labor and materials. The Contractor shall start work to remedy any such defects within 7 calendar days of receiving City's written notice of a defect, and shall complete such work within the time stated in the City's notice. In case of an emergency, where damage may result from delay or where loss of services may result, such corrections may be made by the City's own forces or another contractor, in which case the cost of corrections shall be paid by the Contractor. In the event the Contractor does not accomplish corrections within the time specified, the work will be otherwise accomplished and the cost of same shall be paid by the Contractor. When corrections of defects are made, the Contractor shall then be responsible for correcting all defects in workmanship and materials in the corrected work for 20 years after acceptance of the corrections by City. In addition, the Contractor shall obtain and submit to the City all necessary documentation to secure the Zinco Plus - 25 Year Limited Material Warranty from Nu-Ray Metal products, as well as the Kynar® With Ocean Guard (PVDF) - 50 Year Limited Paint Warranty from Nu-Ray Metal Products, and any other extended manufacturer's warranty and warranty terms. This guarantee is supplemental to and does not limit or affect the requirements that the Contractor's work comply with the requirements of the Contract or any other legal rights or remedies of the City.

**9. Defense and Indemnity Agreement.** The Contractor shall defend, indemnify and hold the City, its appointed and elective officers, officials, employees and volunteers harmless from any and all claims, injuries, including death at any time resulting there from, damages, losses or suits including attorney fees, to the extent caused by negligent acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Clause shall survive the expiration or termination of this Agreement.

**10. Insurance.**

**A. Insurance Term:** The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

**B. No Limitation:** The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

**C. Minimum Scope of Insurance:** The Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and

shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. **The City of Anacortes and its officers, elected officials, employees, agents, and volunteers shall be named as an additional insured** under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.

3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

**D. Minimum Amounts of Insurance:** The Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

**E. Extended Coverage for Completed Operations:** The Contractor shall maintain Commercial General Liability completed operations coverage for a period of three years following substantial completion of the work for the benefit of the Public Entity by naming the Public Entity an additional insured using Additional Insured-Completed Operations endorsement CG 20 37 10 01 or an endorsements providing at least as broad coverage.

**F. Public Entity Full Availability of Contractor Limits:** If the Contractor maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Contractor.

**G. Other Insurance Provision:** The Contractor's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

**H. Acceptability of Insurers:** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

**I. Verification of Coverage:** The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Contractor before commencement of the work. Upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

**J. Subcontractors' Insurance:** The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

**K. Notice of Cancellation:** The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

**L. Failure to Maintain Insurance:** Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

**11. Acceptance.** Contractor acknowledges and agrees that these General Provisions are incorporated in, and are a part of, each purchase order or other agreement relating to the provision of goods and/or related services by Contractor. These General Provisions supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

**12. Registered or Licensed Contractor.** The City is prohibited by RCW 39.06.010 from executing an Agreement with a Contractor who is not registered or licensed as required by the laws of the state. In addition, a City of Anacortes business license is required for any business working inside the city limits whose annual value of products, gross proceeds of sales, or gross income of the business in the city is more than \$2,000. Business licenses can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at [bls.dor.wa.gov](https://bls.dor.wa.gov).

**13. Discrimination Prohibited.** During the performance of this Agreement, the Contractor and subcontractors shall not discriminate in violation of any applicable federal, state and/or local law or regulation on the basis of age, sex, race, creed, religion, color, national origin, marital status, disability, honorably discharged veteran or military status, pregnancy, sexual orientation, gender identity, or any other classification protected under federal, state, or local law. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of services under this Agreement. Contractor agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity and Nondiscrimination statutes and regulations.

**14. Contractor is an Independent Contractor.** The parties intend that an independent Contractor relationship will be created by this Agreement. No agent, employee or representative of the Contractor shall be deemed to be an agent, employee or representative of the City for any purpose. Contractor shall be solely responsible for all acts of its agents, employees, representatives and Sub-Contractors during the performance of this Agreement.

**15. No Third Party Beneficiary Rights.** This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement.

**16. The City's Right to Terminate Agreement.**

**A. Termination for Default:** If the Contractor defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Contractor shall not be entitled to receive any further payments under the Agreement until the Scope of Services under this Agreement has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

**B. Termination for Public Convenience:** The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

**17. Changes/Additional Work.** The City may engage Contractor to perform services in addition to those listed in this Agreement, and Contractor will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Contractor to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

**18. Non-waiver.** Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

**19. Covenant Against Contingent Fees.** The Contractor warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this

Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

## **20. Disputes**

**A. General:** Differences between the Contractor and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

**B. Notice of Potential Claims:** The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the City, or (2) the happening of any event or occurrence, unless the Contractor has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

**C. Detailed Claim:** The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Contractor has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

**D. Dispute Resolution:** In the event of a dispute between the City and the Contractor arising out of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Contractor to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute. In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties. If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

**21. Force Majeure.** Definition: Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement if and to the extent that such party's performance of this Agreement is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and could not have been avoided by exercising reasonable diligence. Force majeure shall include acts of God, war, riots, strikes, fire, floods, epidemics, or other similar occurrences. Notification: If either party is delayed by force majeure, said party shall provide written notification within forty-eight (48) hours. The notification shall provide evidence of the force majeure to the satisfaction of the other party. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Contractor shall have no recourse against the City.

**22. Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

**23. Compliance with Laws.** The Contractor in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. Contractor will follow all applicable laws and requirements for excavation and disposal of material.

**24. Severability.** If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.

**25. Survival of Contract Termination.** The provisions of the following paragraphs, the provisions of the non collusion affidavit, and the liability of the Contractor for default during the term of the Contract shall survive, notwithstanding the termination or invalidity of this Contract for any reason: Taxes; Warranty; The City's Right to Terminate Contract; Governing Law; Defense & Indemnity Agreement; Disputes.

**26. Notices.** Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mail, with proper postage and properly addressed. Notices shall be sent to the following addresses:

CITY:

City of Anacortes  
Tiffany Matson  
904 6<sup>th</sup> Street  
PO Box 547  
Anacortes, WA 98221

CONTRACTOR:

Esary Roofing and Siding Co. Inc.  
Brett Esary  
420 Pease Rd  
Burlington, WA 98233

**27. Performance and Payment Bonds.** The City is required by RCW 39.08.010, with limited exceptions, to obtain both a Performance and a Payment bond for each public works project. The City requires separate Performance and Payment bonds for 100% of the contract amount furnished on bond forms standardized by the City Attorney's office. The bonds must meet the following provisions:

- Be for the full amount of the project, including tax.
- Name City of Anacortes as the obligee.
- List the correct Project Name and Project Number.
- Be signed by both the surety (the Attorney in Fact) and the Contractor.
- Be issued by a surety authorized to do business in the State of Washington (listed on the Insurance Commissioners website) and which meets the AM Best Rating required in the Contract Documents. If no requirement exists, a minimum of AM Best Rating A-7 or better will be required.

*Release of Bonds*

Bonds will not be released until the project has been completed and finally accepted.

*Performance Bonds* – Performance Bonds will be released at the end of the warranty period or six months after the date of final acceptance, whichever is later. The City may at its option release the bond once all the conditions of RCW 39.08.010-1a have been discharged.

*Payment Bonds* – Payment Bonds will be released either 45 days after final acceptance of the project or upon receipt of releases from the Department of Revenue, Department of Employment Security and the Department of Labor and Industries, whichever is later. Release is contingent on the fact that no claims against the bond have been filed prior to the 45 day mark. If claims have been filed against the bond, it will not be released until the claims have been resolved.

**28. Retainage.** Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained. The Contractor may elect to execute a Retainage Bond. The bond must be furnished on a bond form standardized by the City Attorney's office and issued by a surety currently authorized by the State Insurance Commissioner to do business in Washington State. Retainage will be released **45 days after final acceptance**, provided that the following has occurred:

- 1) All liens placed against the project have been released. For projects over \$35,000, releases from the Department of Labor and Industries, Department of Employment Security and the Department of Revenue will also be required.
- 2) Affidavits of Wages paid for the final correct contract amount are approved and on file for the Contractor and any subcontractors.
- 3) Worker's Compensation Premiums for the Contractor and any subcontractors are current.

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**29. WASHINGTON STATE PREVAILING WAGES**

Washington State Prevailing Wages apply to all Work. The Contractor and any of its Subcontractors are required to pay their laborers and mechanics minimum wage in compliance with Washington State Prevailing Wage Laws. Before any payment is made by the City of Anacortes of any sums under this contract, the contractor and each subcontractor must provide the City with a copy of the statement of *Intent to Pay Prevailing Wages* approved by the Washington State Department of Labor and Industries (L&I). Following contract completion, the City will not release any funds retained, according to the provisions of RCW 60.28.010, until the contractor and each subcontractor has provided the City a copy of the *Affidavit of Wages Paid* approved by L&I. L&I provides the wage forms. Payment by the contractor or subcontractor of any fees are incidental to the project and all costs shall be included in other pay items of the project.

For contracts in excess of \$10,000, the contractor must post in a conspicuous place at the job site, a copy of the statement of *Intent to Pay Prevailing Wages* approved by L&I and the address and phone number of the Industrial Statistician where complaints or inquires may be made. The City will refer any dispute regarding the prevailing rate of wage to L&I for arbitration.

The State of Washington prevailing wage rates applicable for this public works project, which is located in Skagit County, may be found at the following website address of the Department of Labor and Industries: <https://fortress.wa.gov/lni/wagelookup/prvwagelookup.aspx>. The prevailing wage schedule in effect for the work under the contract is the date of contract execution. A copy of the applicable prevailing wage rates are also available for viewing at the office of the Owner, located at 904 6<sup>th</sup> Street, Anacortes, WA. Upon request, the Owner will mail a hard copy of the applicable prevailing wages for this project.



## Anacortes City Council

### Proposed Agenda Items for the Next Eight Weeks Beginning October 28, 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.*

#### October 28, 2019

- Contract Award: ONTs and Fiber Accessories #19-166-FBR-001 (Consent)
- Contract Award: Water Treatment Plant Filter Media #19-081-WTR-002 (Consent)
- Ordinance 3052: Updating AMC Chapter 12.50, Street and Alley Vacation (Discussion)
- Affordable Housing Revenue Sources (Discussion)
- Resolution 2061: Special Election Ballot for Qualifying Local Tax for Affordable and Supportive Housing (Discussion/Possible Action)
- Resolution 2060: Resolution of Inclusion (Discussion/Possible Action)

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#### October 30, 2019

*Special Meeting: Shoreline Master Program Update Open House*

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#### November 4, 2019

- Public Hearing: Ordinance \_\_\_\_: 2019/2020 Budget Mid-biennial Review and Modification (Discussion)
- Parks and Recreation Comprehensive Plan (Discussion)
- Waste Management Recycling Update (Discussion)

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#### November 12, 2019

- Ordinance \_\_\_\_: 2019/2020 Budget Mid-biennial Review and Modification (Discussion/Possible Action)
- Resolution \_\_\_\_: Setting the City's Year 2020 Property Tax Regular Levy Increase (Action)

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#### November 18, 2019

- Solid Waste Collection Schedule Review (Discussion)

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#### November 25, 2019

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#### December 2, 2019

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#### December 9, 2019

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#### December 16, 2019

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#### Upcoming City Council Committee Meetings

*The public is welcome to attend City Council Committee Meetings.*

- Public Works, Monday, Oct 21, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Oct 23, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Oct 28, 2019, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, Nov 4, 2019, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Nov 5, 2019, 8:30 AM, Port of Anacortes
- Planning, Tuesday, Nov 12, 2019, 5:00 PM, Main Conference Room, City Hall

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