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- The public may also watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to cityclerk@cityofanacortes.org or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the [City Clerk](#) prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for virtual participation in Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

September 2, 2025
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Civilian Life-Saving Awards (Presentation)
 - b. Finance Committee (Report)
 - c. Public Works Committee (Report)
 - d. Museum Committee (Report)
 - e. Port / City Liaison Committee (Report)
 - f. Public Safety Committee (Report)
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of August 25, 2025 (Action)
 - b. Approval of claims in the amount of \$848,665.10 (Action)
 - c. Special Event Application: Bike MS Deception Pass Classic (Action)
6. **Other Business**
 - a. * General Sewer Plan - Status Update and Draft Capital Facilities Plan (Presentation)
 - b. Ordinance 5004: Amending AMC Section 5.04.030 Regarding Business Licensing (Discussion/Action)
 - c. Resolution 3185: Waiving the competitive bidding requirements for the maintenance/repair of Flygt pumps (Discussion/Action)
7. **Adjournment**

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

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

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

Anacortes City Council Minutes - August 25, 2025

Call to Order

Mayor Matt Miller called to order the August 25, 2025, Anacortes City Council meeting at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Anthony Young, Carolyn Moulton, and Amanda Hubik were present. Councilmembers Christine Cleland-McGrath and Bruce McDougall were absent.

Ms. Moulton moved, seconded by Ms. Hubik, to excuse the absence of Mr. McDougall. The motion carried unanimously by voice vote.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller reminded the public that the formal comment period for the [2025 Comprehensive Plan update](#) ends on August 28th (comments can be submitted via email to CompPlan@anacorteswa.gov). He then detailed the solid waste collection schedule for the Labor Day holiday, and announced several events taking place on September 13th, including residential cleanup day from 9am-12pm at the city operations facility, the Senior Resource Fair from 10am-2pm at the Senior Activity Center, and Fidalgo Bay Day sponsored by the Skagit Marine Resources committee at the Fidalgo Bay Resort from 11am-3pm.

Planning Committee

Mr. Walters reported from the Planning Committee meeting held earlier in the evening. The topics discussed included a constituent inquiry on how to build a house on a vacant lot in the middle of a block that is not accessible via a road, and the plan for providing sufficient middle housing under the Growth Management Hearings Board case *Futurewise v. Mercer Island*, the Housing Authority's Olson Building project. He then reminded the public of the North Star housing forum on Tuesday, September 9th, from 6-8pm at the Mount Vernon Library Commons and that attendees can register in advance on the [North Star Skagit website](#).

North Star Interlocal Agreement

Mr. Walters reported from a meeting that occurred the previous week that discussed an interlocal agreement for the North Star project. The topics discussed included editing draft agreement provisions to avoid duplication and unnecessarily boxing in the city with certain language and remaining general regarding the structure of the North Star Project. Skagit County will produce a draft agreement that will be available in late September with a joint meeting to finalize the draft.

Parks and Recreation Committee

Mr. Young reported from the Parks and Recreation Committee meeting held August 21st. The topics discussed included pickleball, the upcoming Senior Resource Fair, upcoming Washington Park events, the Parks Foundation retreat, a proposed electronic check-in process at the Senior Activity Center, the Parks Maintenance Technician opening, HF Sinclair work day at John and Doris Tursi Park, a roundup of the summer recreation season and the upcoming fall season, the October 18th Mount Erie Run, volunteer opportunities for the October 25th Haunted Forest and the December 12th and 13th Winter Wonderland Walk, and phase two of the Ben Root Skate Park project.

Ms. Moulton thanked volunteers and community members for their efforts and participation during the successful Open Streets festival the past Sunday. She also announced that she would be present at the Senior Activity Center on Wednesday, August 27th at 1:30pm for coffee with a councilmember.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda. No one present wished to address

the Council on any topic not already on the agenda.

Consent Agenda

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

- a. Minutes of August 18, 2025
- b. Joint Special Meeting Minutes of August 18, 2025
- c. Approval of claims in the amount of \$347,640.41

The following vouchers/checks were approved for payment:

EFT numbers: 113361 through 113397, total \$195,166.51

Check numbers: 113360 through 113407, total \$132,686.78

Wire transfer numbers: 374463 through 374757, total \$19,787.12

- d. Contract Award: Downtown Beautification and Main Street Support #25-222-PLN-001

Other Business

Chamber of Commerce Presentation: Marketing Anacortes - Tourism That Boosts Our Local Economy

Planning, Community, and Economic Development Director John Coleman introduced Jessica Kiser, President and Chief Executive Officer of the Anacortes Chamber of Commerce, and Chance Newman of Last Chance Productions, who delivered a slide presentation entitled, "*Experience Anacortes - Your Island Getaway - 2025 Digital Pacing*", that was added to the packet materials for the meeting.

Discussion topics included:

- Good tools to have considering the competition for tourist dollars.
- The diversity of people who are depicted in the advertisements.
- Canadian visitors are being more actively pursued.
- Campaign personas
 - Streaming platforms exhibited the highest rate of video play-throughs.
 - 60% mobile website visits
 - Airports are targeted
- How do we know if advertising is drawing videos?
 - Geo-fencing.
 - Adjust messages based on target groups.
- Origin of personas
- The Arts Festival re-targeted advertising to the south. Is this indicative of a trend?
 - 30% fewer visitors from Canada.
 - Gradually shift north, but stay targeted to the south.
- Downtown Anacortes Alliance appealed to local audiences to cover the shoulder and winter seasons.

Water System Plan - Status Update and Draft Capital Facilities Plan

Public Works Director Andrew Rheume introduced Aurelie Nabonnand of Carollo Engineers, who presented the Water System Plan update, referring to a slide presentation that was included in the packet materials for the meeting. Finance Manager Rhonda Peck presented the 6-year expense estimates for the water system, referring to a slide presentation that was added to the packet materials for the meeting.

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

Discussion topics included:

- Accuracy of cost estimates
- Adjacent purveyors are all entities that share a boundary with Anacortes.
- The Department of Health will ask for more specificity or clarification.
- The city can rely on the draft for capital facilities planning.
- No system capacity issues over the next 20 years.
- The plan will identify where gaps exist to provide capacity for increased density.
- Upsizing means increasing both pressure and quantity.
- Plan information and data will be useful to help plan for areas of increased density.
- Individual projects will be reviewed during the Capital Facilities Plan presentations during the September 15th and 22nd regular meetings.

Contract Awards: Treatment Plant Chemicals 2025-2027 #25-168-IDS

Public Works Director Andrew Rheume introduced proposed contracts 25-168-IDS-001 through 25-168-IDS-007 for water and wastewater treatment plant chemicals for the 2025-2027 cycle.

Discussion topics included:

- Next steps for items that did not receive bids.
 - Procurement at the market, not a fixed price.

Anthony Young moved, seconded by Amanda Hubik, to authorize the mayor to sign contracts 25-168-IDS-001, 002, 003, 004, 005, 006, and 007 for the 2025-2027 cycle.

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

Ordinance 4096: State Environmental Policy Act (SEPA) Legislative Actions

City Attorney Darcy Swetnam re-introduced Ordinance 4096 that would clarify that appeals of SEPA threshold determinations for non-project actions, referring to a slide presentation that was added to the packet materials for the meeting.

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

Mark Nihart of Anacortes expressed concern about the cost associated with an individual bringing an appeal to the Growth Management Hearings Board by removing the local appeal step from the process.

Discussion topics included:

- Public engagement will be consistent with current legislative actions.
- Required by the Open Public Meetings Act and the Growth Management Act.
- Is there a fee for appealing to the Hearing Examiner?
 - Unified fee schedule - \$200, which is reimbursed if the individual wins the appeal.
- No fee for Growth Management Hearings Board appeal, but an attorney is recommended.
- Fees would not exist for making public comments to the Planning Commission and City Council if the local appeal to the hearing examiner is removed from the process.
- Threshold impacts for hearing examiner appeal are limited to the appellant.
- Origin of the problems around the hearing examiner process.

Amanda Hubik moved, seconded by TJ Fantini, to adopt Ordinance 4096 updating Title 18 of the Anacortes Municipal Code regarding appeals of SEPA threshold determinations for nonproject actions using option 1 for

Exhibit A.

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

Amendment 1 to Interlocal Agreement 24-228-PRK-001 for Depot Market Plaza Expansion Project Funding

Parks and Recreation Director Jonn Lunsford introduced amendment 1 to interlocal agreement #24-228-PRK-001 with Skagit County for Depot Market Plaza expansion project funding, referring to a slide presentation that was added to the packet materials for the meeting. He explained that the amendment would extend the term of the agreement from March 31, 2026 to May 31, 2026, which will allow the City sufficient time to complete the project, including applying for a shoreline substantial development permit and allowing for potential weather delays.

Discussion topics included:

- The plaza expansion will allow some vendors to move off of R Avenue with new utility services and allow for the Old Anacortes Rowing Society to move their boats.
- Anacortes Community Boating Group will be in favor of the arrangement.

Ryan Walters moved, seconded by Amanda Hubik, to authorize the mayor to execute amendment 1 to interlocal agreement 24-228-PRK-001 with Skagit County for Depot Market Plaza Expansion Project Funding.

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

Adjournment

There being no further business, at approximately 8:04 pm the Anacortes City Council meeting of August 25, 2025, 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 September 2, 2025 City Council meeting:

[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
374993	6/17/2025	INV67732	360TRAINING.COM INC	EMPLOYEE SAFETY TRAINING PORTAL	\$ 544.00	pw1
375092	7/3/2025	ARC246210-M1	DOBBS PETERBILT - MARYSVILLE	FRONTLOAD SOLID WASTE TRUCK ERR5001 REPLACEMENT	\$ 441,198.96	pw1
374913	7/11/2025	31-C24039082	WINDISH, RESSINA	REFUND AMBULANCE PAYMENT	\$ 30.00	finance
374917	7/11/2025	31-C24085444	NELSEN, WARREN	REFUND AMBULANCE PAYMENT	\$ 204.69	finance
374912	7/11/2025	31-C24105840	JOHNSON, JAMES	REFUND AMBULANCE PAYMENT	\$ 114.11	finance
374911	7/11/2025	31-C25011372	KOHLER, DORIS	REFUND AMBULANCE PAYMENT	\$ 200.00	finance
374914	7/11/2025	31-C25017995	CALYPSO	REFUND AMBULANCE PAYMENT	\$ 870.36	finance
374850	7/30/2025	59037	SKAGIT PUBLISHING LLC	PUBLISH AA-659431	\$ 121.80	plan
374855	7/30/2025	INV00783436	USA BLUE BOOK	SUPPLIES FOR WATER MAINTENANCE	\$ 469.28	wdist
374999	7/31/2025	090087001-0725	KIMLEY-HORN AND ASSOCIATES, IN	PASS LAKE 10-INCH WATERMAIN REPLACEMENT PROJECT - DESIGN - THROUGH 7/31/25	\$ 4,235.05	pw1
375093	7/31/2025	32885316	KIMLEY-HORN AND ASSOCIATES, IN	ON-CALL TRANSPORTATION ENGINEERING SERVICES - JULY 2025	\$ 1,537.50	pw1
374997	7/31/2025	32920076	KIMLEY-HORN AND ASSOCIATES, IN	MARCH'S POINT ROAD WATER MAIN AND BIKE LANE PROJECT - DESIGN - THROUGH 7/31/25	\$ 68,264.28	pw1
375003	8/1/2025	SR3592	DD CUSTOM SERVICE LLC	SERVICE FOR VEHICLE #515	\$ 318.08	dshop
375001	8/7/2025	97906220	EMERALD SERVICES, INC	DISPOSAL SERVICE FOR SHOP	\$ 190.98	dshop
374910	8/8/2025	31-C25018620	JOHANSEN, LYNNE	REFUND AMBULANCE PAYMENT	\$ 4.84	finance
374209	8/8/2025	cpls	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; JULY 2025	\$ 399.00	apd
374915	8/10/2025	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 8/19-9/18/25	\$ 143.70	dwtp
375089	8/11/2025	25B-144	WSI POLYGRAPH SERVICE	PRE-EMPLOYMENT POLYGRAPH; RECORDS WINGARD	\$ 250.00	apd

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
375102	8/12/2025	2407-16	MAKERS ARCHITECTURE	ANACORTES CLIMATE ELEMENT - THROUGH 7/31/25	\$ 5,913.58	plan
375008	8/13/2025	2926804	FOSTER GARVEY PC	FIRE STATION CELL TOWER LEASE ISSUES	\$ 2,029.50	legal
374766	8/14/2025	118	SKAGIT COUNTY	INDIGENCY SCREENING	\$ 1,344.00	court
374901	8/15/2025	0001856	CITY OF BURLINGTON	DARK FIBER & RACK SPACE, AUG 2025	\$ 487.18	fiber
374852	8/15/2025	0053831-IN	TMG SERVICES, INC	REPAIR & MAINTENANCE: WATER CHAMP 15 HP FX SERIES	\$ 43,082.79	dwtp
374919	8/15/2025	9300651855	GRAYBAR ELECTRIC COMPANY, INC	FIBER CPE - ONT & ACCESS POINTS	\$ 54,597.58	fiber
374905	8/15/2025	9300662942	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE TRAYS	\$ 2,743.94	fiber
374920	8/16/2025	20252637	SYSTEMS DESIGN WEST, LLC	AMBULANCE BILLING SERVICES 7/2025	\$ 5,141.86	finance
374987	8/17/2025	INV45649	SEAWESTERN, INC.	2 PRESSURE GAUGES, PITOT GAUGE	\$ 1,939.76	medic
375097	8/18/2025	132236	VECA ELECTRIC & TECHNOLOGIES	UNIT-PRICED ELECTRICAL SERVICES 2025 - WWTP PUMP STATION 15 METERING	\$ 1,615.68	dwwtp
375103	8/18/2025	132238	VECA ELECTRIC & TECHNOLOGIES	UNIT-PRICED ELECTRICAL SERVICES 2025 - GENERATOR TESTING	\$ 2,780.16	pw1
374984	8/18/2025	43115	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED 22.597 GAL	\$ 108.67	dwtp
374907	8/18/2025	9300669389	GRAYBAR ELECTRIC COMPANY, INC	CAT-6 ETHERNET CABLES	\$ 172.45	fiber
374851	8/19/2025	1817335	WALTON BEVERAGE COMPANY, INC	BREAKROOM SUPPLIES	\$ 288.00	dwtp
375084	8/19/2025	287334328849X0827202	AT&T MOBILITY, LLC	City Cell Phones 7/20-8/19/25	\$ 4,715.79	finance
375088	8/19/2025	287334328875X0827202	AT&T MOBILITY, LLC	City Cell Phones 7/20-8/19/25	\$ 7,898.33	finance
375080	8/19/2025	581899	PROFORCE LAW ENFORCEMENT	TASER CARTRIDGES	\$ 2,355.53	apd
374921	8/19/2025	9300386519	GRAYBAR ELECTRIC COMPANY, INC	FIELD-INSTALLABLE FIBER OPTIC CONNECTORS	\$ 288.32	fiber
374909	8/19/2025	9300686518	GRAYBAR ELECTRIC COMPANY, INC	GEL KITS FOR FIBER SPLICE CASES	\$ 1,349.12	fiber
375100	8/19/2025	ReimbOleary	O'LEARY, TIMOTHY	VISION COPAY, LEOFF 1 RETIREE, TIMOTHY O'LEARY	\$ 65.00	hr
374853	8/19/2025	XA116018828:01	RWC INTERNATIONAL	PART FOR VEHICLE #516	\$ 1,357.72	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
375101	8/20/2025	045-534568	TYLER TECHNOLOGIES, INC	ENTERPRISE RESOURCE PLANNING SOFTWARE/IMPLEMENTATION SERVICES	\$ 558.00	finance
374990	8/20/2025	1630289	LIFE ASSIST, INC	SPEARS, MEGAMOVERS, BIOMEDIX EXTENSION	\$ 996.70	medic
374767	8/20/2025	200012505505	PUGET SOUND ENERGY INC	WTP 7/1-7/31/25	\$ 126,492.73	finance
374903	8/20/2025	347345	TOWN SQUARE PUBLICATIONS, LLC	ADVERTISING, CHAMBER 2026 DIRECTORY	\$ 1,595.00	fiber
375098	8/20/2025	670999	POTELCO, INC.	29TH STREET & SKYLINE RESERVOIR AMI POLE INSTALLATION	\$ 23,060.16	dwtp
374908	8/20/2025	9300707373	GRAYBAR ELECTRIC COMPANY, INC	GEL KITS FOR FIBER SPLICE CASES	\$ 674.56	fiber
374859	8/20/2025	WA07-00252324	MOTION INDUSTRIES, INC	MAINTENANCE SUPPLIES	\$ 181.76	dwwtp
375075	8/21/2025	0091080	FERGUSON ENTERPRISES, INC	SUPPLIES FOR WATER MAINTENANCE	\$ 5,397.12	wdist
374856	8/21/2025	1084	OSBORN CONSULTING, INC	NPDES PERMIT COMPLIANCE SUPPORT SERVICES - THROUGH 7/31/25	\$ 11,549.44	pw1
375090	8/21/2025	1086	OSBORN CONSULTING, INC	17TH STREET DRAINAGE IMPROVEMENT PROJECT - DESIGN - THROUGH 7/31/25	\$ 9,293.57	pw1
375085	8/21/2025	1656	FIDALGO CLEANING	MUSEUM: CLEANING 8/7-8/21/25	\$ 200.00	museum
375087	8/21/2025	1657	FIDALGO CLEANING	HERITAGE CENTER: CLEANING 8/7-8/21/25	\$ 140.00	museum
375077	8/21/2025	1677	FIDALGO CLEANING	APD CLEANING & SUPPLIES 8/11-8/24/25	\$ 905.00	apd
375099	8/21/2025	24567.00-10	GRAY & OSBORNE INC	DEPOT MARKET PLAZA EXPANSION PROJECT - DESIGN - 7/13/25-8/9/25	\$ 836.91	parks1
375002	8/21/2025	2500559	T-SHIRTS BY DESIGN	ADULT CO-ED SOFTBALL TOURNAMENT	\$ 400.38	pkrec
374916	8/21/2025	384105A	BAY CITY SUPPLY	CLEANING SUPPLIES: DISTILLED VINEGAR	\$ 16.67	dwtp
374988	8/21/2025	384590	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 2,788.12	pwfac
374995	8/22/2025	114-14115538	UNITED SITE SERVICES, INC	INTAKE PORTA-POTTY 7/22-8/21/25	\$ 118.09	dwtp
374904	8/22/2025	31-C23060922	CONDUENT PAYMENT INTEGRITY SOL	REFUND AMBULANCE PAYMENT	\$ 50.00	finance
374906	8/22/2025	31-C23078142	GILBERT, MORGANNE	REFUND AMBULANCE PAYMENT	\$ 25.00	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
374900	8/22/2025	31-C24056769	LEARY, JANICE	REFUND AMBULANCE PAYMENT	\$ 200.00	finance
374902	8/22/2025	31-C24104996	CLARKE, SYLVIA	REFUND AMBULANCE PAYMENT	\$ 87.00	finance
374899	8/22/2025	31-C25006543	BROGAN, JEANEEN	REFUND AMBULANCE PAYMENT	\$ 15.00	finance
374992	8/22/2025	INV45759	SEAWESTERN, INC.	SMOOTH BORE TIP	\$ 229.82	medic
374998	8/22/2025	PS-INV113388	WHITNEY EQUIPMENT CO INC	OPERATING SUPPLIES	\$ 946.79	dwwtp
375076	8/23/2025	00005W5A83345	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 8/23/25	\$ 13.64	apd
375006	8/25/2025	23-094-FAC-0011	WON-DOOR CORPORATION	RETAINAGE RELEASE - 2024 CONTRACT TERM	\$ 275.23	pw1
374994	8/25/2025	SVH-4582277	SKAGIT VALLEY HERALD	ANNUAL SUBSCRIPTION RENEWAL	\$ 512.20	medic
375096	8/26/2025	0542005-001	UNUM LIFE INS CO OF AMERICA	SEPTEMBER - UNUM LONG TERM CARE INSURANCE	\$ 1,517.07	hr
375079	8/26/2025	ReimbWest	WEST, BENJAMIN	BOOT REIMBURSEMENT; NEW OFC WEST	\$ 217.55	apd
	Total				\$ 848,665.10	



City Council Agenda Bill

Meeting Date: September 2, 2025 **Agenda Item:** 5.c.

Agenda Item Title: Special Event Application: Bike MS Deception Pass Classic

Staff Contact(s): John Coleman, Stephanie Snyder

Approved for Submittal to Council by **Action Type**

Greg Francioch
Stephanie Snyder
John Coleman

Motion

Item Summary: Annual fundraiser event for scientific research into Multiple Sclerosis. Two days of riding are scheduled with up to 7 route options offered from 22 miles to 100 miles. Two days of riding are scheduled, with the first day offering a route through Anacortes. No street closures necessary and riders will pass through Anacortes with a rest stop at Anacortes Middle School. The ride starts and stops at Skagit County Fairgrounds goes over Deception Pass Bridge, and also through Whatcom, Skagit and Island Counties. Expected participants 1000, although it is assumed that not all participants will do the 100 mile ride and we may see less than that number selecting the Fidaglo Island-Anacortes route and a portion of riders may elect to go straight onto Whidbey Island. Riders coming through town will use the Tommy Thompson Trail to 17th Street.

Budget Impact:

0

Previous Action: no previous action recorded

Recommended Motion: Approve with conditions, per Legal, to provide proof of insurance and a traffic plan.

Alternative Actions:

Attachments (listed in order presented):

1. Bike MS Deception Classic
2. 2025 Bike MS WA Map Day1
3. City of Anacortes - Indemnification Form - Bike MS DPC 2025

4. NMSS COI - Additional Insured General Liability
5. NMSS COI - Evidence of Insurance
6. NMSS - 22215225 - Skagit County COI



Special Event Application Processing

Administrator reviews the application for completeness. Administrator contacts the applicant to obtain any missing information and updates the application accordingly, including a legible copy of the Indemnification Agreement if that was not provided. It is recommended that the Administrator also verify that the applicant has entered phone and email correctly! Administrator then sets the target City Council date and routes the application for review by department heads.

View Anacortes Municipal Code [Chapter 7.04, Special Events](#)

Application

Application Date *

8/22/2025

Event Name *

Bike MS Deception Pass Classic

Event Type

- ☐ Street Fair / Festival
- ☐ Athletic Event
- ☐ Parade
- ☐ Rally / Demonstration
- ☐ Filming
- ☒ Other identified in AMC 7.04.010

Bike Ride Fundraising Event

Applicant/Organization Name *

National Multiple Sclerosis Society

Mailing Address *

900 S Broadway STE 350, Denver CO 80209

Event Contact Person *

Aubrey Salaiz

Event Contact Email *

aubrey@milepointevents.com

Event Contact Phone *

512-293-9072

Event Website

<https://events.nationalmssociety.org/pages/9845?eventID=2381#accordion-tab-1-active>

Estimated Number of Participants/Attendees *

1000

Event Description *

Annual Fundraising Bike Ride Event held to raise funds for scientific research towards Multiple Sclerosis. Two days of riding are scheduled with up to 7 route options being offered ranging from 22mi to 100mi. The ride starts and ends at Skagit County Fairgrounds, goes over Deception Pass Bridge and through Whatcom, Skagit and Island counties.

Will food vendors participate in this event? *

All Food Vendors must be inspected by the Fire Marshall on site prior to the start of the event.

☐ Yes ☒ No

Date Event Starts *

9/6/2025

Time Event Starts *

7:00:00 AM

Date Event Ends *

9/6/2025

Time Event Ends *

5:00:00 PM

Does the event require a street closure? *

☐ Yes
☒ No

Parking Location

List any public parking areas that the event requests to use for dedicated event parking, including handicapped parking.

No parking areas needed. Our riders will be passing through your city and following proper street signs and laws.

Event Map (optional)

Upload one or more maps of the event

[2025 Bike MS WA Map Day1.pdf](#) 899.83KB

Indemnification Agreement *

Upload scan of SIGNED indemnification agreement

[City of Anacortes - Indemnificati...](#) 166.76KB

Download the Indemnification Agreement [here](#).

Signage

Street closure signs will be provided by the City of Anacortes. Applicants must contact City staff one week prior to the event to arrange sign delivery. Event sponsor personnel are responsible for placing street closure signs, which may not be posted more than 72 hours prior to the approved closure, must be removed immediately following the event, and must be returned to city staff the first business day following the event.

Insurance

The applicant is required to provide public liability insurance subject to the provisions of AMC 7.04.100 unless the applicant can demonstrate that the event meets an exemption in that section. Applicants will be notified following application approval of insurance requirements for the specific event.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I state that I am over the age of 18, that I agree to assume responsibility for the above-described event and to abide by all conditions stipulated by the approval of the application. *

☒ Yes

Signature

Aubrey Salas

Admin Review

Council Meeting Date *

Target date for presentation to City Council; no later than 30 days prior to event

9/2/2025

Staff Review Deadline *

Staff review/approval required no later than 7 days prior to City Council meeting to allow packet preparation

8/26/2025

Administrator comments and conditions of approval

I sent an email about this earlier, John told me to press this through to get onto Council Agenda for Sept 2nd. Please expedite. Thank you!!!!

Insurance Certificate

Insurance certificate may be required by staff or as a condition of Council approval

Departmental Review

Building Department will provide the following services for this event:

Building Department concerns, objections, or conditions of approval *

None

Fire Department will provide the following services for this event:

Fire Department concerns, objections, or conditions of approval *

None

Legal Department concerns, objections, or conditions of approval *

None

Parks Department will provide the following services for this event:

None

Parks Department concerns, objections, or conditions of approval *

If this event truly has 1000 riders passing through town on the Thompson Trail to 17th Street, I am not sure we are prepared to handle that volume of cyclists in addition to our regular users. Do the organizers believe we will get 1000 riders in town, or is that the estimate for their entire event?

Police Department will provide the following services for this event:

Police Department concerns, objections, or conditions of approval *

None

Public Works Department will provide the following services for this event:

Public Works Department concerns, objections, or conditions of approval *

None

Departmental attachments

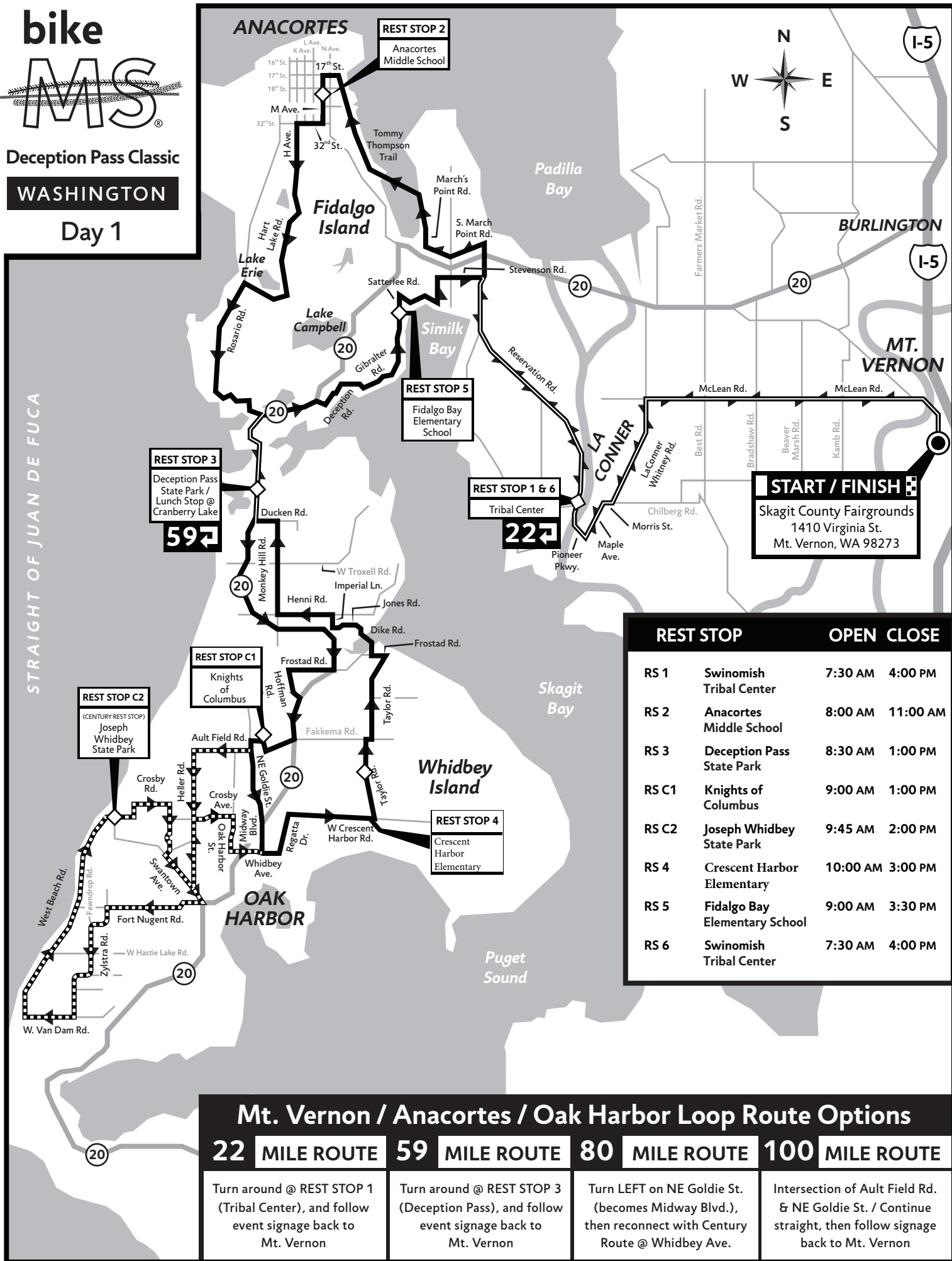
Upload any staff memos, guidelines, or requirements that will be in effect for this event.



Deception Pass Classic

WASHINGTON

Day 1



REST STOP		OPEN	CLOSE
RS 1	Swinomish Tribal Center	7:30 AM	4:00 PM
RS 2	Anacortes Middle School	8:00 AM	11:00 AM
RS 3	Deception Pass State Park	8:30 AM	1:00 PM
RS C1	Knights of Columbus	9:00 AM	1:00 PM
RS C2	Joseph Whidbey State Park	9:45 AM	2:00 PM
RS 4	Crescent Harbor Elementary	10:00 AM	3:00 PM
RS 5	Fidalgo Bay Elementary School	9:00 AM	3:30 PM
RS 6	Swinomish Tribal Center	7:30 AM	4:00 PM

Mt. Vernon / Anacortes / Oak Harbor Loop Route Options

22 MILE ROUTE **59 MILE ROUTE** **80 MILE ROUTE** **100 MILE ROUTE**

Turn around @ REST STOP 1 (Tribal Center), and follow event signage back to Mt. Vernon

Turn around @ REST STOP 3 (Deception Pass), and follow event signage back to Mt. Vernon

Turn LEFT on NE Goldie St. (becomes Midway Blvd.), then reconnect with Century Route @ Whidbey Ave.

Intersection of Ault Field Rd. & NE Goldie St. / Continue straight, then follow signage back to Mt. Vernon



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, their 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: 08/22/2025

Aubrey Salaiz - Event Production Lead

Name and Title – Printed

Signature

Signature

Name and Title – Printed

Signature _____

Signature



CNA PARAMOUNT

Endorsement

Effective Date: 01/21/2025

Insured Name:

NATIONAL MULTIPLE SCLEROSIS SOCIETY

900 S BROADWAY

DENVER, CO 80209-4198

Policy Number: 7094847651

Policy Period: 12/31/2024 – 10/01/2025

Producer's Information:

LOCKTON COMPANIES LLC
1801 K ST NW STE 200

Producer Code: 044962

WASHINGTON, DC 20006
(202)414-2400

CNA Branch Number: 505

CNA Branch Name and Address:

BALTIMORE BRANCH
1954 GREENSPRING DR STE 450

TIMONIUM, MD 21093
(410)453-4480

Thank you for choosing CNA!

With your CNA Paramount package policy, you have insurance coverage tailored to meet the needs of your modern business. The international network of insurance professionals and the financial strength of CNA, rated "A" by A.M. Best, provide the resources to help you manage the daily risks of your organization so that you may focus on what's most important to you.

Claim Services — There When You Need Us

Claims are reported through a single point of entry available 24/7, connecting you to the individuals and information to help you resume your business when you need it most.

To report a claim, please call 877-CNA-ASAP, fax (800) 953-7389,
email lossreport@cnaasap.com, or visit www.cna.com/claim.

Risk Control Services — Help Avoid A Claim Before It Occurs

As a CNA policyholder, you have access to certified risk control professionals, risk mitigation programs and online resources to help identify and manage exposures that may disrupt your operation. We collaborate with business leaders to develop customized programs to assist you in safeguarding your assets and improving the bottom line.

To learn how our award-winning Risk Control services can help your business, please call (866) 262-0540, email us at riskcontrolwebinfo@cna.com or visit www.cna.com/riskcontrol.

When it comes to providing the coverage, service and resources paramount to your business success ... **we can show you more.**



**Amendment of Forms and Endorsements Schedule
Addition or Deletion of Endorsements**

It is understood and agreed as follows:

I. ADDITION OF FORMS OR ENDORSEMENTS

The **Forms and Endorsements Schedule** is amended to add the following forms or endorsements effective as of the date set forth in such form or endorsement

Endm't Number	Form or Endorsement Name	Form Number	Form Edition
52	Amendment of Forms and Endorsements Schedule Addition or Deletion of Endorsements	CNA62673XX	09-12

II. DELETION OF FORMS OR ENDORSEMENTS

The **Forms and Endorsements Schedule** is amended to delete the following forms or endorsements effective as of the "deletion date" indicated below.

Endm't Number	Form or Endorsement Name	Form Number	Form Edition	Deletion Date
51	Additional Insured - Owners, Lessees Or Contractors - Scheduled Person Or Organization	CG 20 10	12-19	01/21/2025

The net premium change, if any, for the above endorsements in Sections I. and II. is: \$0.00

Total change is : \$0.00

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

CNA62673XX 09-12

Page 1 of 1

CONTINENTAL CASUALTY COMPANY

Insured Name: NATIONAL MULTIPLE SCLEROSIS SOCIETY

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Policy No: 7094847651

Endorsement No: 52

Effective Date: 01/21/2025

10020005170949476514336



END OF COPY



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2025

12/20/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Lockton Companies, LLC 1185 Avenue of the Americas, Suite 2010 New York NY 10036 646-572-7300	CONTACT NAME:	
		PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Continental Casualty Company	20443
INSURED	NATIONAL MULTIPLE SCLEROSIS SOCIETY	INSURER B : American Casualty Company of Reading, PA	20427
1552861	733 Third Avenue, 3rd Floor NEW YORK, NY 10017-3288	INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 21239446

REVISION NUMBER: XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	N	N	7094847651	12/31/2024	10/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	N	N	7094847634	12/31/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000	N	N	7094847648	12/31/2024	10/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	7094847665 (AOS) 7094851439 (CA)	12/31/2024 12/31/2024	10/1/2025 10/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**21239446
Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2025

7/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies, LLC DBA Lockton Insurance Brokers, LLC in CA CA license #0F15767 1185 Avenue of the Americas, Ste. 2010 New York NY 10036 (646) 572-7300	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Continental Casualty Company INSURER B: American Casualty Company of Reading, PA INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 20443 20427
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COVERAGES **CERTIFICATE NUMBER:** 22215225 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y	N	7094847651	12/31/2024	10/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	N	N	7094847634	12/31/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	N	N	7094847648	12/31/2024	10/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	7094847665 (AOS) 7094851439 (CA)	12/31/2024 12/31/2024	10/1/2025 10/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Bike MS Deception Pass Classic on September 6, 2025

Skagit County is included as Additional Insured on the General Liability as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

22215225Skagit County
1800 Continental Place
Mount Vernon WA 98273

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City Council Agenda Bill

Meeting Date: September **Agenda Item:** 6.a.
2, 2025

Agenda Item Title: General Sewer Plan - Status Update and Draft Capital Facilities Plan

Staff Contact(s): Andrew Rheume, Brian Walker, Rhonda Peck

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Greg Francioch	Presentation
Andrew Rheume	

Item Summary: In 2024 the City of Anacortes contracted HDR Engineering to update the Anacortes General Sewer Plan. The plan includes developing a model of the wastewater system and identifying what is needed to provide adequate collection system capacity, treatment plant capacity, treatment plant upgrades to meet regulatory requirements to treat wastewater, and asset management of existing infrastructure. We will return to City Council with the entire plan at a later time for adoption. Tonight we are presenting how the twenty-year wastewater capital facilities list was developed. This information is being presented now to provide background for the upcoming 2026–2031 six-year citywide capital facilities plan process. The Finance Department will present the financial analysis for the wastewater utility.

The Stormwater Master Plan was presented earlier this year, but did not include the financial analysis. The Finance Department is also presenting the stormwater utility financial analysis this evening.

Budget Impact:

Previous Action:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. Anacortes General Sewer Plan Presentation
2. PW - Sewer and Storm Council Summary

3. Written Public Comment - Ian Munce - General Sewer Plan
4. Munce Email Attachment - Fwd- Munce Comments-January 2025 Draft Stormwater Management Master Plan (SWMP)
5. Munce Email Attachment - Re- Draft Storm Water plan
6. Munce Email Attachment - 0710058

City of Anacortes

General Sewer Plan

September 2nd, 2025



Utility Overview

- Nearly 500,000 lineal feet of sewer pipeline (1.5 to 36 inch diameter)
- 21 collection system pump stations
- 1 Wastewater Treatment Plant



General Sewer Plan

WAC 173-240-020(7)



Chapter 1 Introduction



Chapter 2 Demographic Growth and Wastewater Flow Projections



Chapter 3 Collection System Analysis



Chapter 4 Wastewater Treatment Plant Analysis



Chapter 5 Capital Improvement Program

Chapter 6 Financial Program

Chapter 7 References

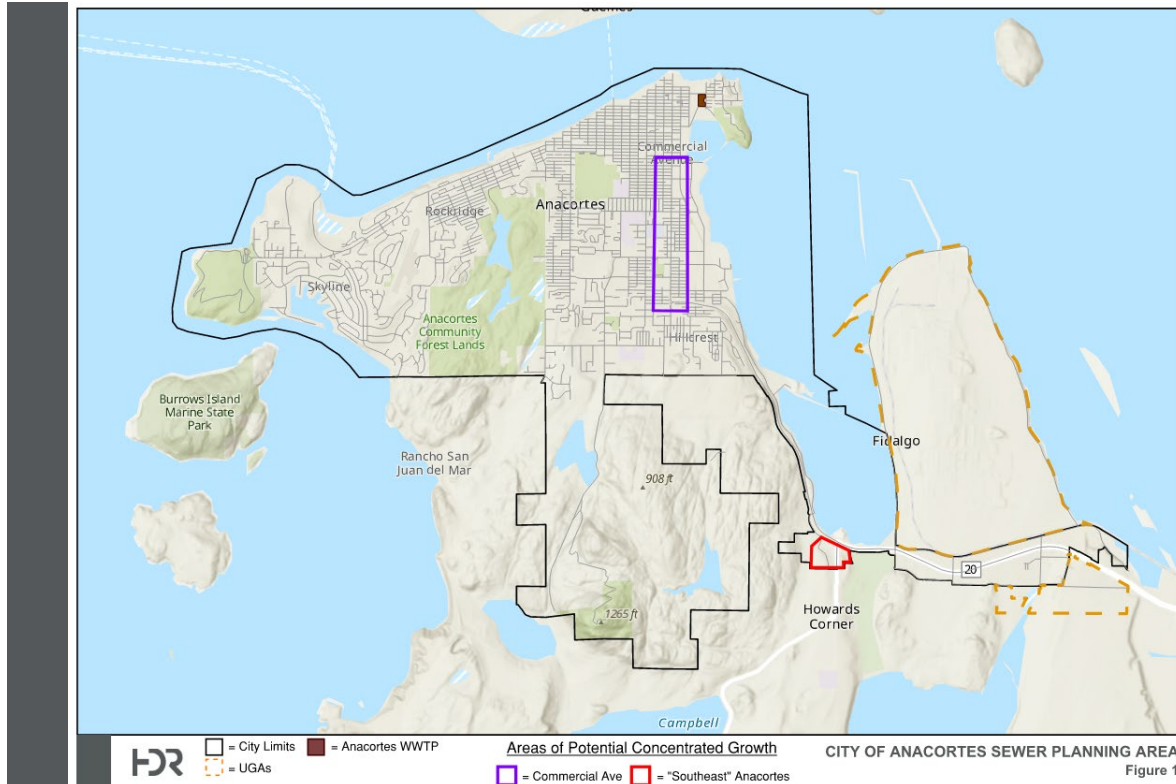


Discussed today

Chapter 2

Demographic Growth and Wastewater Flow

Demographic Growth and Wastewater Flow



- Based on the Skagit County Initial Growth Allocation Resolution (2023)
 - Coordinated with other utility planning efforts for the City.
- Distribution of growth based on City of Anacortes Land Capacity Analysis (2024)
- Assumed wastewater flow increased with population growth. Assumed no increase in industrial flows.

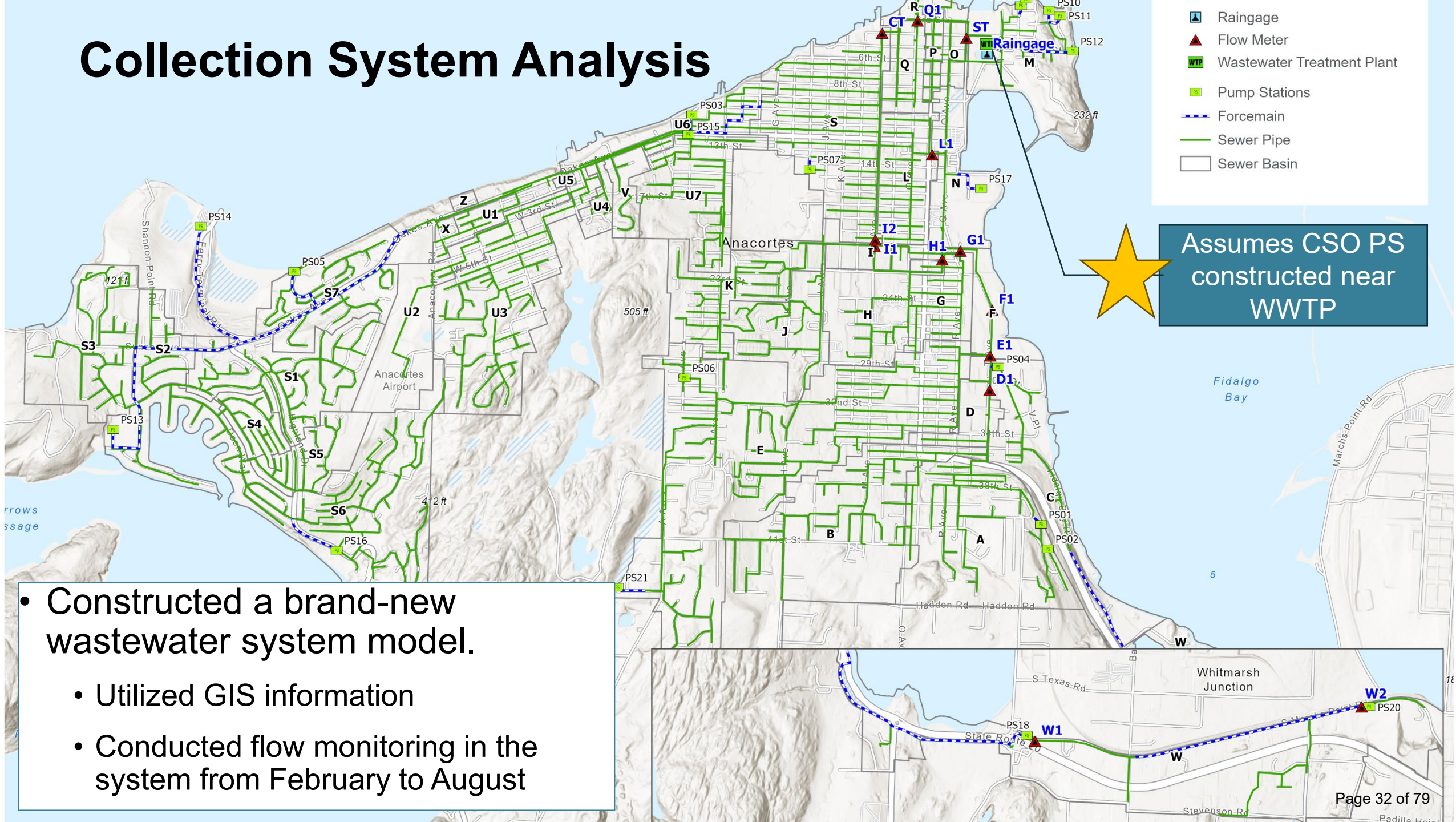
Demographic Growth and Wastewater Flow



Chapter 3

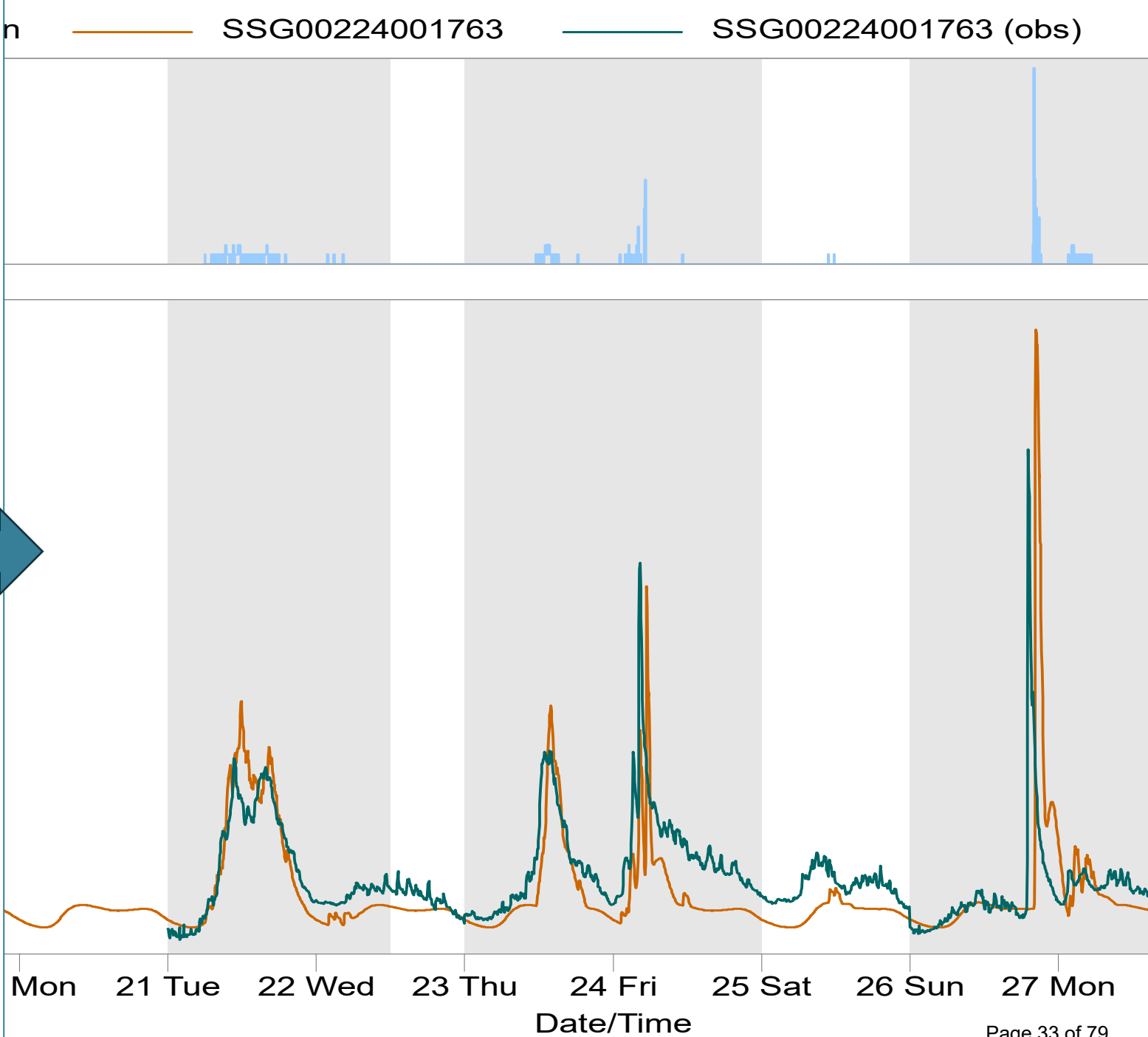
Collection System Analysis

Collection System Analysis

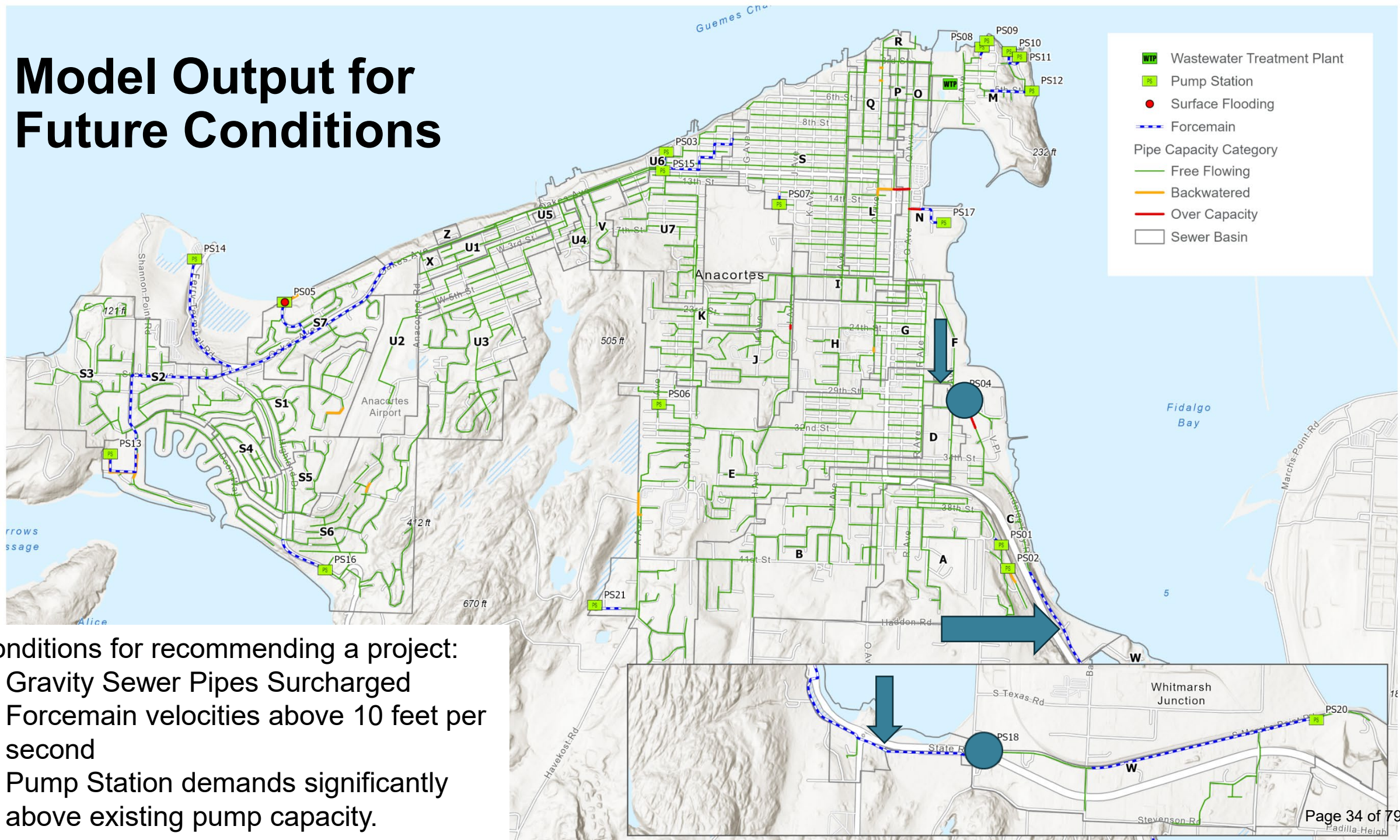


Example Model Calibration Plot

Metered flows
Rainfall data



Model Output for Future Conditions



Chapter 4

WWTP Analysis

WWTP Analysis

- Constructed in the early 1990s
- **Conventional** NPDES discharge permit (WA0020257)
- Designed for BOD and TSS removal.
- Has the ability to do seasonal nutrient removal.
- Incinerator for biosolids management

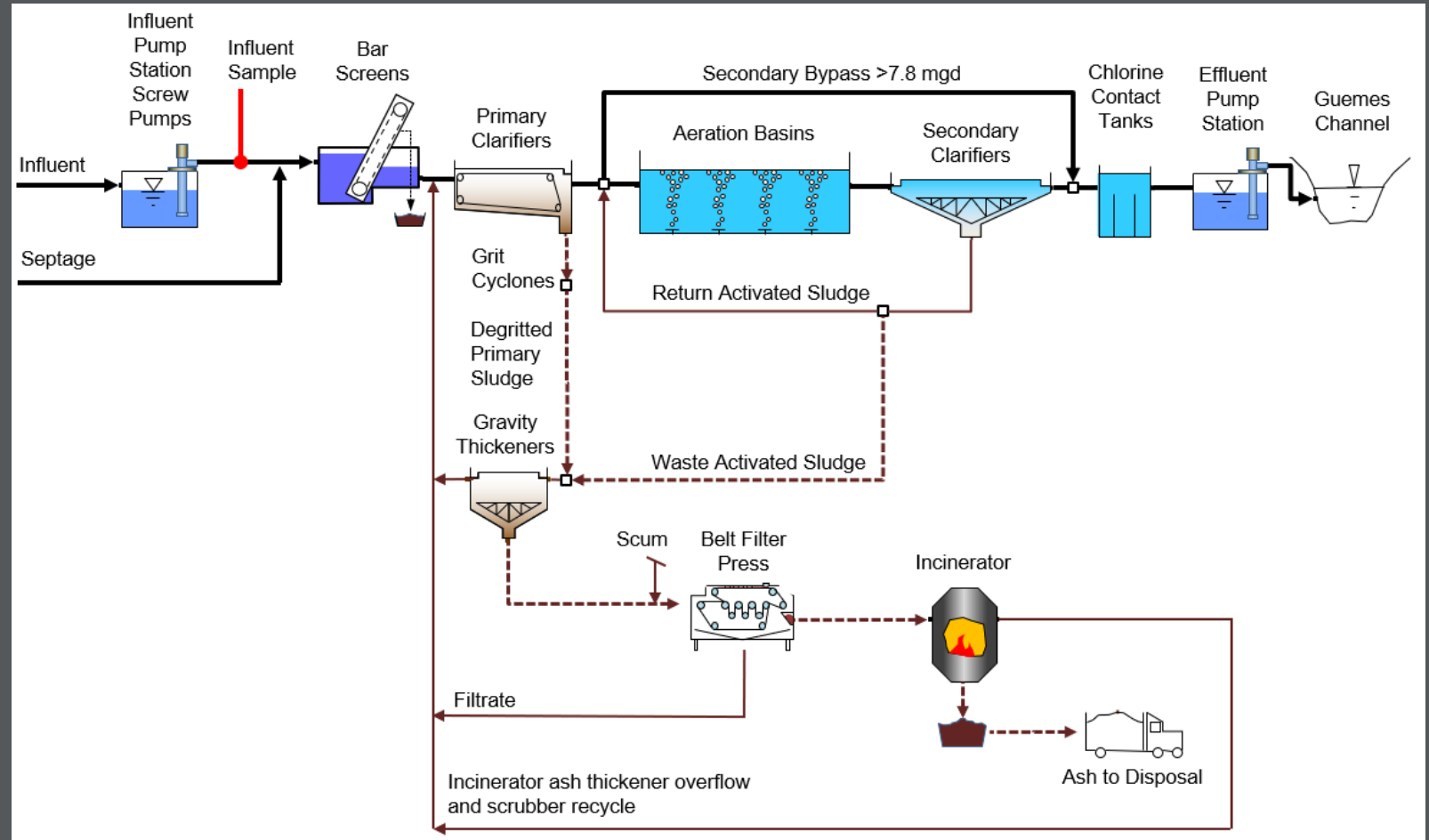


Table 1-1. Anacortes WWTP design criteria (1998 re-rating basis)

Parameter	Design criteria
Maximum month design flow	4.5 mgd
Maximum month BOD ₅ loading	6,400 lb/d
Maximum month TSS loading	6,400 lb/d
Peak flow to secondary treatment	7.8 mgd
Peak flow to primary treatment	9.6 mgd

BOD₅ = 5-day biochemical oxygen demand; d = day; lb = pounds; mgd = million gallons per day; TSS = total suspended solids.

Table 3-2. Projected annual average influent wastewater flows and loads

Year	AAF (mgd)	BOD ₅ (lb/d)	TSS (lb/d)	NH ₃ -N (lb/d)	TKN (lb/d)
Current	1.97	3,930	4,490	430	640
2032	2.14	4,610	5,270	460	750
2042	2.31	4,970	5,700	500	810
2045	2.37	5,100	5,840	510	840

AAF = annual average flow; BOD₅ = biochemical oxygen demand; d = day; lb = pounds; mgd = million gallons per day; NH₃-N = ammonia-nitrogen; TKN = total Kjeldahl nitrogen; TSS = total suspended solids.

Table 3-3. Projected maximum month influent wastewater flows and loads

Year	MMF (mgd)	BOD ₅ (lb/d)	TSS (lb/d)	NH ₃ -N (lb/d)	TKN (lb/d)
Current	4.5	5,070	5,340	560	840
2032	4.7	5,950	6,270	610	990
2042	4.9	6,410	6,780	660	1,070
2045	5.0	6,580	6,950	670	1,090

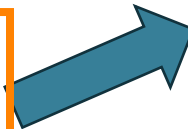
Table 2-1. Anacortes WWTP NPDES permit effluent limits (Outfall 001)

Parameter	Average monthly	Average daily
CBOD ₅	25 mg/L 938 lb/d 85% removal of influent CBOD ₅	40 mg/L 1,501 lb/d
TSS	30 mg/L 1,126 lb/d 85% removal of influent TSS	45 mg/L 1,689 lb/d
Parameter	Minimum	Maximum
pH	6.0 SU	9.0 SU
Parameter	Monthly geometric mean	Weekly geometric mean
Fecal coliform bacteria	200/100 mL	400/100 mL
Parameter	Average monthly	Maximum daily
Total residual chlorine	154 µg/L	403 µg/L
Acute toxicity	The effluent limit for acute toxicity is: No acute toxicity detected in a test concentration representing the ACEC. The ACEC means the maximum concentration of effluent during critical conditions at the boundary of the acute mixing zone, defined in the Glossary (Appendix C) of the Fact Sheet for the permit. The ACEC equals 2.6% effluent.	

µg = micrograms; ACEC = acute critical effluent concentration; CBOD₅ = 5-day carbonaceous biochemical oxygen demand; d = day; L = liter; lb = pounds; mg = milligrams; mL = milliliters; SU = standard units; TSS = total suspended solids.

A Caveat – Future Regulations

- Ecology issued the “Puget Sound Nutrient General Permit” in 2022
 - It has since been invalidated (2025)
 - Required nitrogen removal optimization and planning for full scale nitrogen removal implementation.
- Ecology has since published a revised version utilities can choose to “opt-in” to.
- Bottomline, Ecology intends to regulate discharges of nitrogen to Puget Sound in the future.



- Anacortes WWTP was not designed to remove nitrogen to the levels inferred in the PSNGP.
- Under the previous PSNGP another consultant studied upgrades to the plant for compliance and relative cost.

Chapter 5

Capital Improvement Program

Capital Improvement Program

- Project Categories:
 - WW – Collection System Projects
 - WW-GS: Gravity Sewer
 - WW-FM: Forcemains
 - WW-PS: Pump Stations
 - WWTP – Wastewater Treatment Plant
 - GEN – General Sewer
- Prioritized based on existing condition and need to support future growth.

WW – GS Projects

CIP project ID #	Project title	Project description	Implementation Timeline
WW-GS-1	Wastewater—Collections: Inflow and Infiltration Project	Annual I&I reduction spending is a necessary component of any system with permitted CSOs.	Annual Program
WW-GS-2	Wastewater—Collections: Reservation Road, Padilla Heights, Similk Bay	Extend the infrastructure of a gravity sewer collection system on Reservation Road and Similk Bay Road to convey the sewage to the existing collection system on March Point Road.	6 to 10 years

WW – FM Projects

CIP project ID #	Project title	Project description	Implementation Timeline
WW-FM-1	Wastewater—Collections: Fidalgo Bay Road Force Main	Section 4 of the GSP has identified the Pump Station 18 force main as potentially undersized for 2045 growth conditions.	10-20 years
WW-FM-2	Wastewater—Collections: Highway 20 Force Main	This project represents the second half of the force main replacement to follow WW-FM-1 “Fidalgo Bay Road Force Main” and is potentially undersized to accommodate anticipated growth.	10-20 years
WW-FM-3	Wastewater—Collections: Pump Station 4 Force Main Replacement	The 6" force main adjacent to T Avenue is cracked and in need of replacement. It is was also modeled to be insufficient for future flows so will be upsized.	0-6 years

WW – PS Projects

CIP project ID #	Project title	Project description	Implementation Timeline
WW-PS-1	Wastewater—Collections: Pump Stations Emergent Upgrades	The City owns and operates many sanitary sewer pump stations. It is anticipated that any particular pump station will need work, such as pump, piping, or controls upgrades, on an approximate 20-year rotation.	Annual Program
WW-PS-2	Wastewater—Collections: Pump Station 3 Capacity Expansion	Pump Station 3 was rehabilitated in 2024 but will eventually need capacity improvements to keep up with future demands.	6-10
WW-PS-3	Wastewater—Collections: Pump Station 4 Replacement	Identified by the collection system analysis as being undersized to accommodate anticipated growth.	10-20
WW-PS-4	Wastewater—Collections: Pump Station 7 Convert to Duplex	Pump Station 7 is currently a simplex station. In our ongoing effort to prevent SSOs, converting all stations to duplex or better will provide necessary redundancy.	0-6
WW-PS-5	Wastewater—Collections: Pump Station 16 Upgrade	Upgrade Pump Station 16 to include a larger wet well, VFD controls, higher capacity, full-time emergency power generator, and force main improvements.	0-6
WW-PS-6	Wastewater—Collections: Pump Station 18 Replacement	Identified by the collection system analysis as being undersized to accommodate anticipated growth.	10-20

WWTP Projects

CIP project ID #	Project title	Project description	Implementation Timeline
WWTP-1	Wastewater—Plant: Nutrient Optimization Modeling	The first stages of optimization are largely complete and >50% TIN removal has been achieved. It is anticipated that the PSNGP will be reissued in 2026 and treatment targets will be formalized for the next permit cycle.	0-6 years
WWTP-2	Wastewater—Plant: Nutrient Optimization Upgrades	This project will fund the improvements identified by the “Nutrient Optimization Modeling” project.	0-10 years
WWTP-3	Wastewater—Plant: Nutrient Optimization, Plant Rebuild for 3/5/8 N Limits	Regulatory limits for nutrient removal in wastewater are likely in the following decades. Until more is known, this project is a conservative hold for redesigning the WWTP to comply with those new regulations.	10-20 years
WWTP-4	Wastewater—Plant: New CSO Pump Station	This pump station will replace the existing Q Avenue CSO outfall and will function to prevent future SSOs in the downtown corridor by more effectively moving liquid out of the collection system.	0-6 years
WWTP-5	Wastewater—Plant: Influent Pumping Upgrade	The influent pumps are starting to age and will need to be replaced. The current Archimedes screw pumps can be rebuilt or replaced.	6-10 years
WWTP-6	Wastewater—Plant: Combined Influent Flow Monitoring Point	The WWTP influent sampling station is located upstream of septage receiving and needs to be moved downstream.	0-6 years
WWTP-7	Wastewater—Plant: Septage Handling Facility Upgrade	A considerable amount of debris is received in the septage stream (rags, rocks) with large O&M impacts to remove, this project modifies the septage receiving facility to improve downstream treatment process.	6-10 years
WWTP-8	Wastewater—Plant: Replace Bar Screens and Grit Handling System	The existing bar screens are aging and are have a larger screen opening than is typical for a WWTP, replacement and upgrade is required.	6-10 years
WWTP-9	Wastewater—Plant: Basin Rehabilitation	Sandblast and coat the interior of basins to protect the concrete structures from further erosion. Coat the primary clarifiers and gravity thickeners with vinylester Blue Seal to preserve aging concrete surfaces.	0-6 years
WWTP-10	Wastewater—Plant: Replace Aeration Basin Recirculation Pumps	Internal recirculation control is critical to efficient nutrient removal. The existing recirculation pumps are nearing the end of their service life and provide an inadequate recirculation rate. Newer, larger pumps, controlled by VFDs, are required.	0-6 years
WWTP-11	Wastewater—Plant: Basin 2 Diffusers	Aeration basin 1 was retrofitted with newer, more efficient fine-bubble diffusers. Basin 2 has not yet been retrofitted. Better process control and better energy efficiency will be realized with new diffusers.	0-6 years
WWTP-12	Wastewater—Plant: Replace RAS Pumps and Separate Manifolds	The current RAS pumps are 30 years old and of dated design. They suffer from ragging issues and are capable of less than 50% RAS ratio at plant capacity. New higher capacity pumps are required.	0-6 years
WWTP-13	Wastewater—Plant: Recoat Clarifiers Steelworks	The steel superstructures of both secondary clarifiers have not been refurbished since they were new. Annual inspections show that the coatings have begun to fail in places and corrosion is becoming significant. With the goal of realizing another 20 years of service from this equipment, now is the time to preserve these metal structures and prevent further corrosion.	0-6 years

WWTP Projects (continued)

CIP project ID #	Project title	Project description	Implementation Timeline
WWTP-13	Wastewater—Plant: Recoat Clarifiers Steelworks	The steel superstructures of both secondary clarifiers have not been refurbished since they were new. Annual inspections show that the coatings have begun to fail in places and corrosion is becoming significant. With the goal of realizing another 20 years of service from this equipment, now is the time to preserve these metal structures and prevent further corrosion.	0-6 years
WWTP-14	Wastewater—Plant: Rebuild Belt Filter Press	The belt filter press is a critical component of the biosolids handling system installation. It is more than 30 years old and needs rehabilitation.	0-6 years
WWTP-15	Wastewater—Plant: Biosolids—North Pad Cover	This covered space is intended to incorporate a biosolids loadout system and also serve as equipment storage. A 2025 TM issued by Brown and Caldwell has proposed a biosolids cake loadout station to accommodate the need to haul biosolids off site in the face of either an incinerator rehabilitation or other biosolids plan as identified in the pending Alternatives Analysis by Brown and Caldwell.	0-6 years
WWTP-16	Wastewater—Plant: Biosolids Handling Alternative	The current goal is to realize 10 more years of service from the incinerator. Pending results of the Brown and Caldwell Alternatives Analysis, incinerator replacement is budgeted for 2036.	10-20 years
WWTP-17	Wastewater—Plant: Replace Incinerator Preheat Unit	Completely rebuild/replace the incinerator preheat burner. This original equipment has reached the end of its useful service life.	0-6 years
WWTP-18	Wastewater—Plant: Shell and Refractory Rebuild	The shell of the reactor has thinned to critical levels in large sections and has already burned through in several sections. A complete rehabilitation of the reactor will be necessary if incineration remains a long-term plan.	0-6 years
WWTP-19	Wastewater—Plant: PHX Upper Plenum Replacement	The incinerator heat exchanger upper plenum, heat exchanger tubesheet, and heat exchanger outlet elbow have significant age-related damage and require replacement.	0-6 years
WWTP-20	Wastewater—Plant: PHX Tubesheet Replacement	The incinerator heat exchanger upper plenum, heat exchanger tubesheet, and heat exchanger outlet elbow have significant age-related damage and require replacement.	0-6 years
WWTP-21	Wastewater—Plant: PHX Outlet Replacement	The incinerator heat exchanger upper plenum, heat exchanger tubesheet, and heat exchanger outlet elbow have significant age-related damage and require replacement.	0-6 years
WWTP-22	Wastewater—Plant: Incinerator Standalone HMI	Current incinerator operation is integrated with and dependent upon an increasingly unreliable SCADA system and offers no redundancy in the event of failure. For both safety and data security, a fully independent operations terminal is proposed.	0-6 years
WWTP-23	Wastewater—Plant: Pump Skids	Existing polymer dose skids are at the end of their useful life. Pilot units and purchase quote in place for 2025. Purchase of units is dependent upon results of pilot testing.	0-6 years
WWTP-24	Wastewater—Plant: Replace Dewatering Pump	The WWTP dewatering pump is nearing the end of its service life. Replacement is necessary.	0-6 years
WWTP-25	Wastewater—Plant: FCA WWTP Repair Projects	The Facility Condition Assessment will guide a better understanding of where City budget will best be used to effectively repair our buildings and keep them operating. This budget is not used for day-to-day maintenance, upgrades or remodels. Replacing flat roofs on process buildings in 2026.	0-6 years

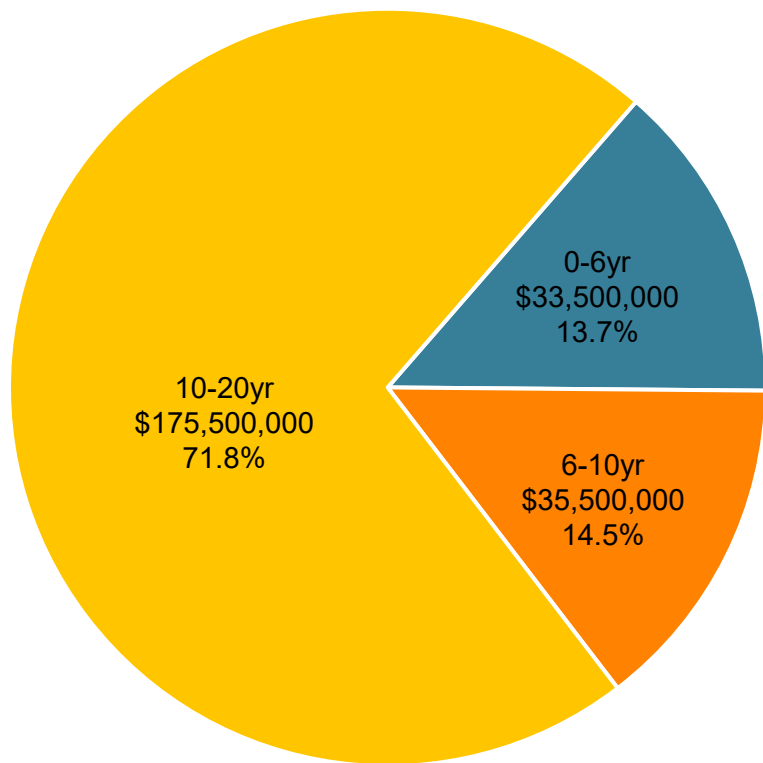
General Wastewater Projects

CIP project ID #	Project title	Project description	Implementation Timeline
GEN-1	Wastewater—Plant: WWTP Vehicle	An efficient commuter vehicle is needed for regular use at the WWTP. Pool vehicles are often not available. Travel within the city and to out-of-town meetings and trainings is often done in the full-size 1-ton service trucks, leaving the operators short a vehicle. A small, efficient utilitarian vehicle (Ford Maverick four-door pickup or similar) is proposed.	0-6 years
GEN-2	Wastewater—Plant: Emergent Asset Repair and Replacement	As a facility in the latter half of its designed lifespan, the WWTP requires a dedicated source of funding for emergent repair issues. Most of the equipment and infrastructure within this facility is 30+ years old. Projects are planned so as to replace equipment prior to failure, but there is always the unexpected.	Annual Program
GEN-3	Wastewater—Plant: WWTP Roof Replacements	Roof replacement has been recommended for all four of the existing WWTP buildings. The influent building, secondary building, and solids handling building roofs are the most critical as they are beginning to fail.	0-6 years
GEN-4	Wastewater—Plant: Replace HVAC Controls	The HVAC control system by Barber-Coleman is obsolete and increasingly dysfunctional. The boiler, cooler, associated piping, and splitter deck are functional, but the control system requires updating. The Facilities Division will manage this project.	0-6 years
GEN-5	Wastewater—Plant: Administration Building Expansion	The WWTP needs additional administrative space. Without remodeling the entire building or compromising valuable WWTP footprint space, the most cost-effective solution is the addition of 1,056 ft ² of space on the northeast corner of the building, 300 ft ² on the southwest corner, and the remodeling of the roofline to accommodate.	0-6 years

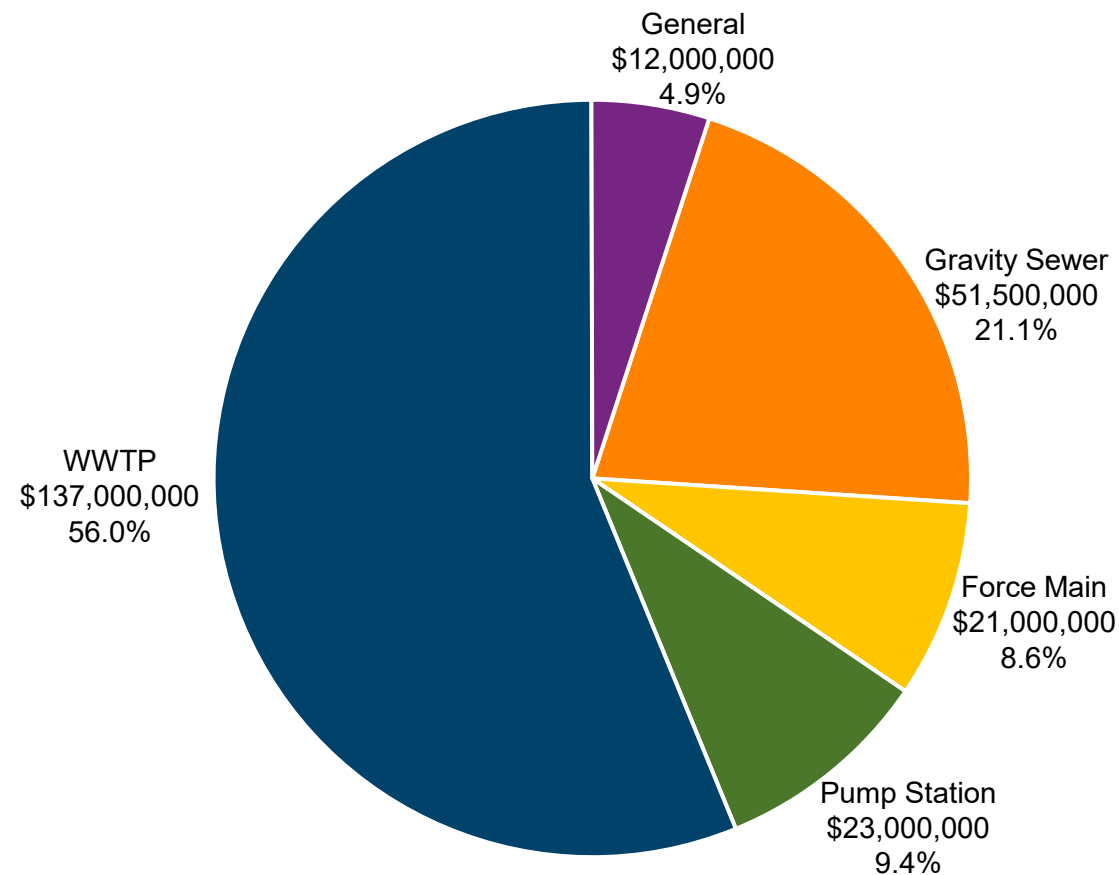
Project Cost Methodology

- Baseline Construction Costs
- 8.8% Sales Tax
- 30% Contingency in construction
- 25% Engineering
- 15% Permitting
- 15% Construction Oversight

Total CIP 2026 through 2045



Total Cost by Project Priority



Total Cost by Project Category

Total CIP = 244,500,000

Next Steps

- Coordinate with the City on the completion of the Financial Section
- Submit Draft Plan for City Review
- Submit to Department of Ecology



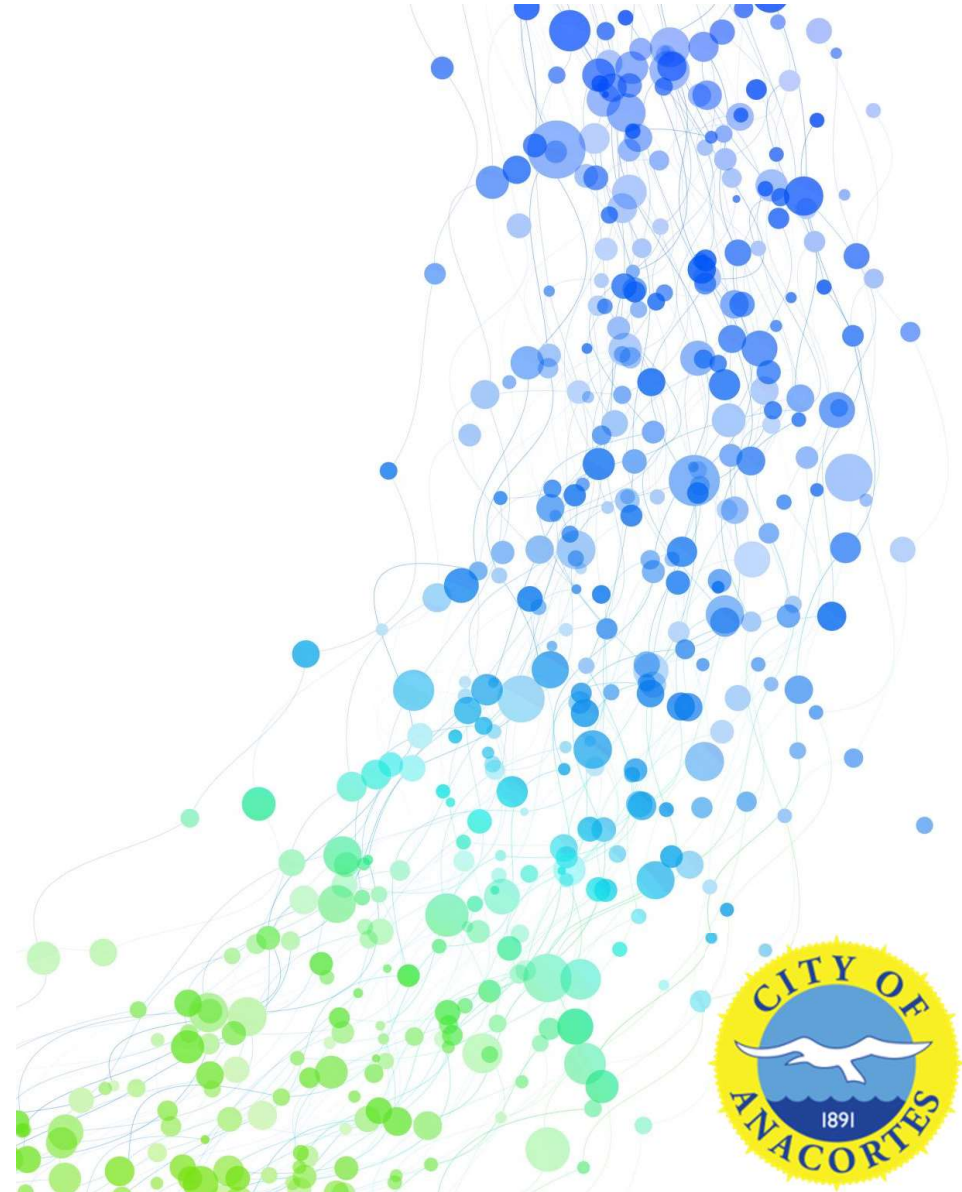
September 2, 2025

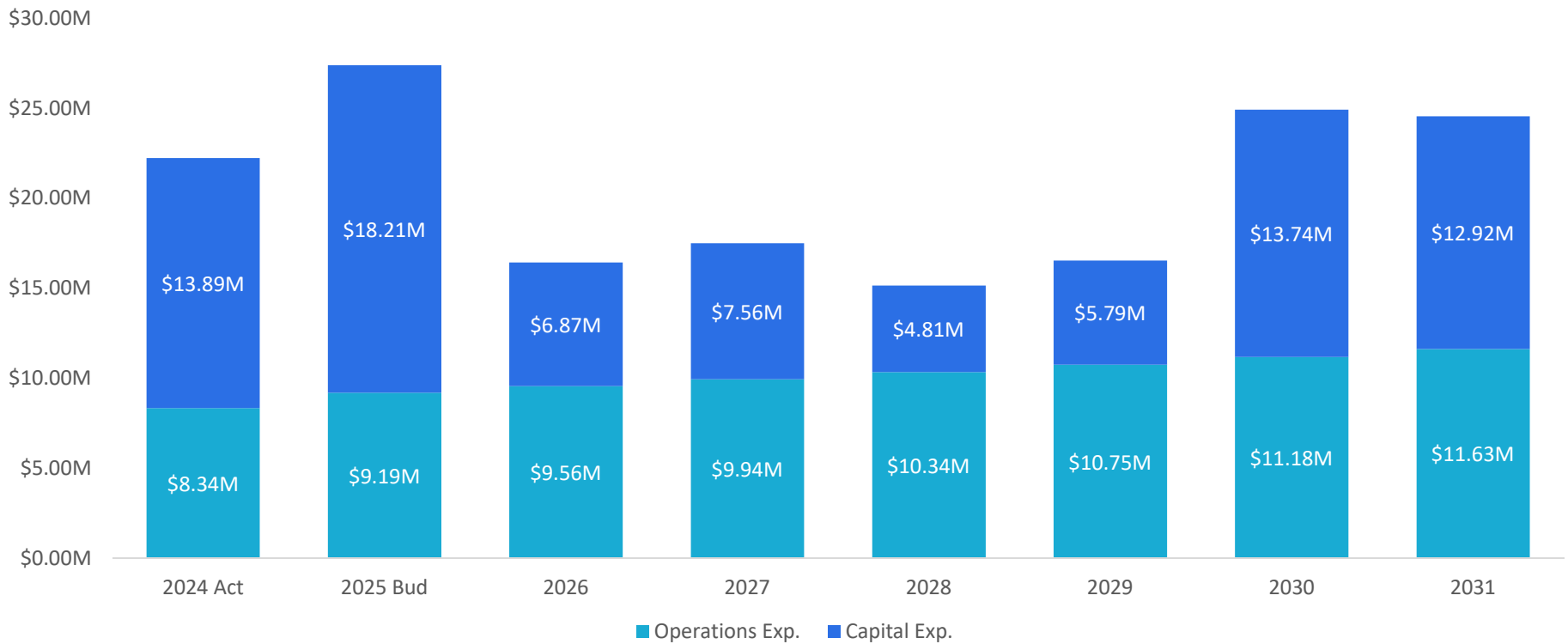
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PUBLIC WORKS SEWER & STORM

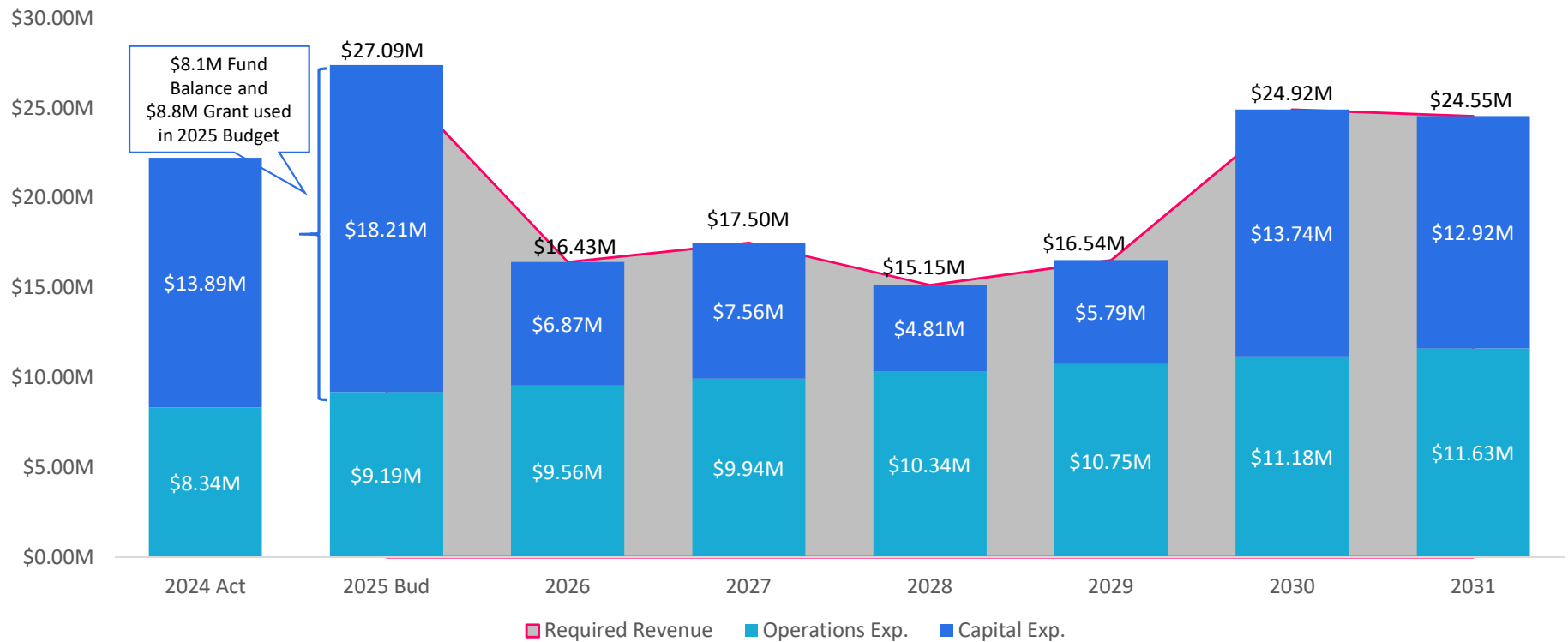
September 02, 2025





SEWER

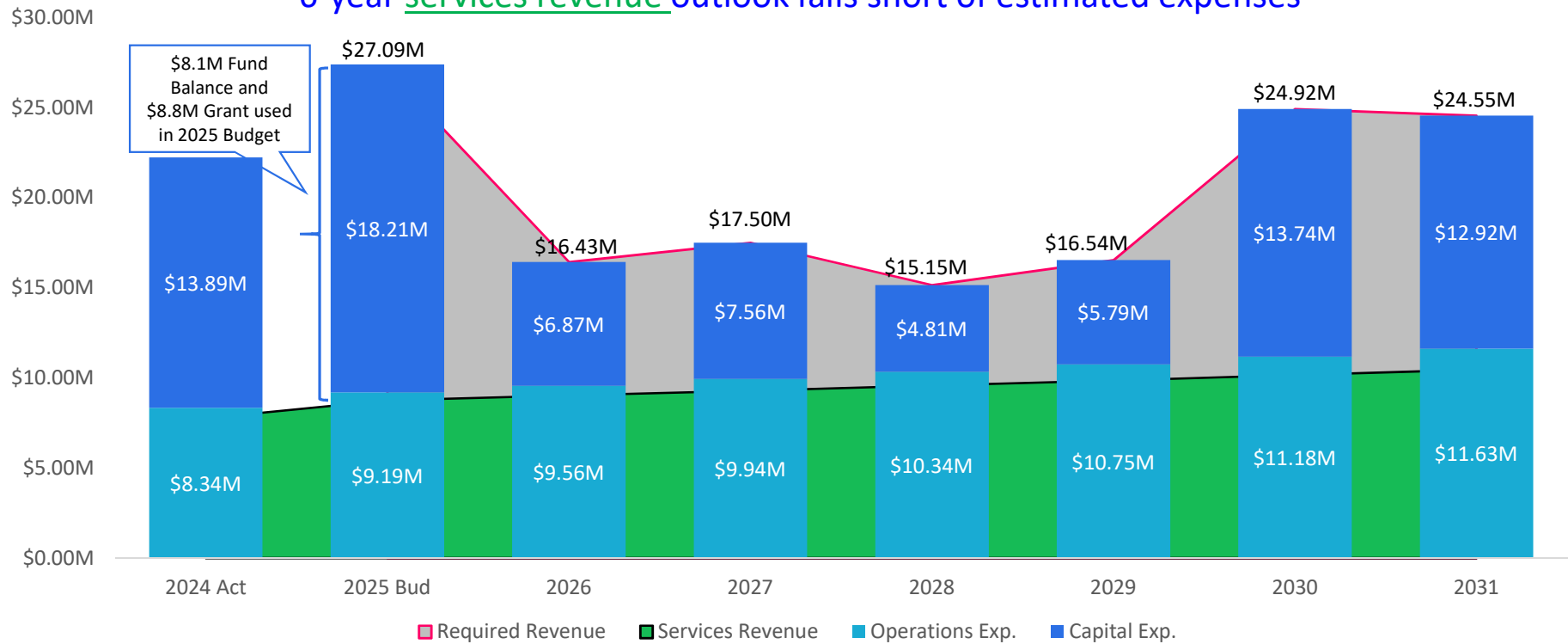
- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP



SEWER

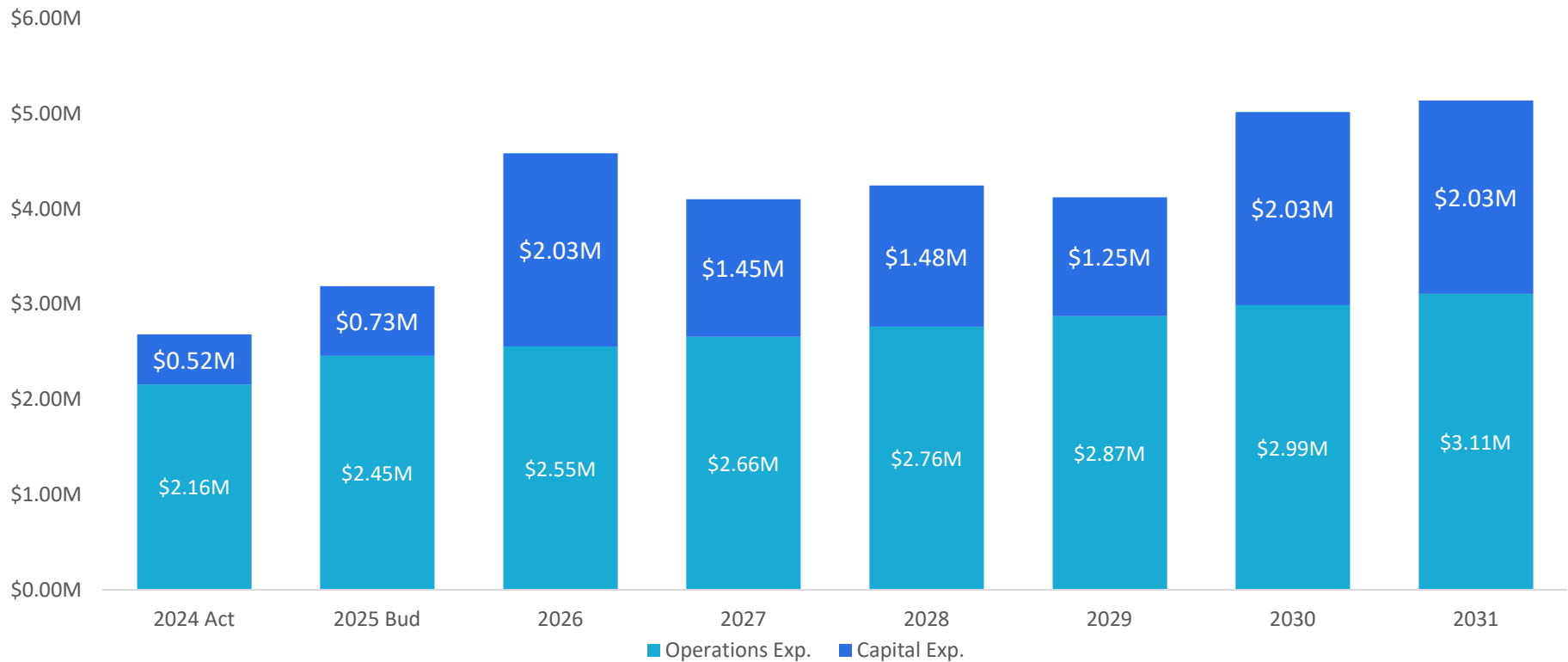
- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP

6-year services revenue outlook falls short of estimated expenses



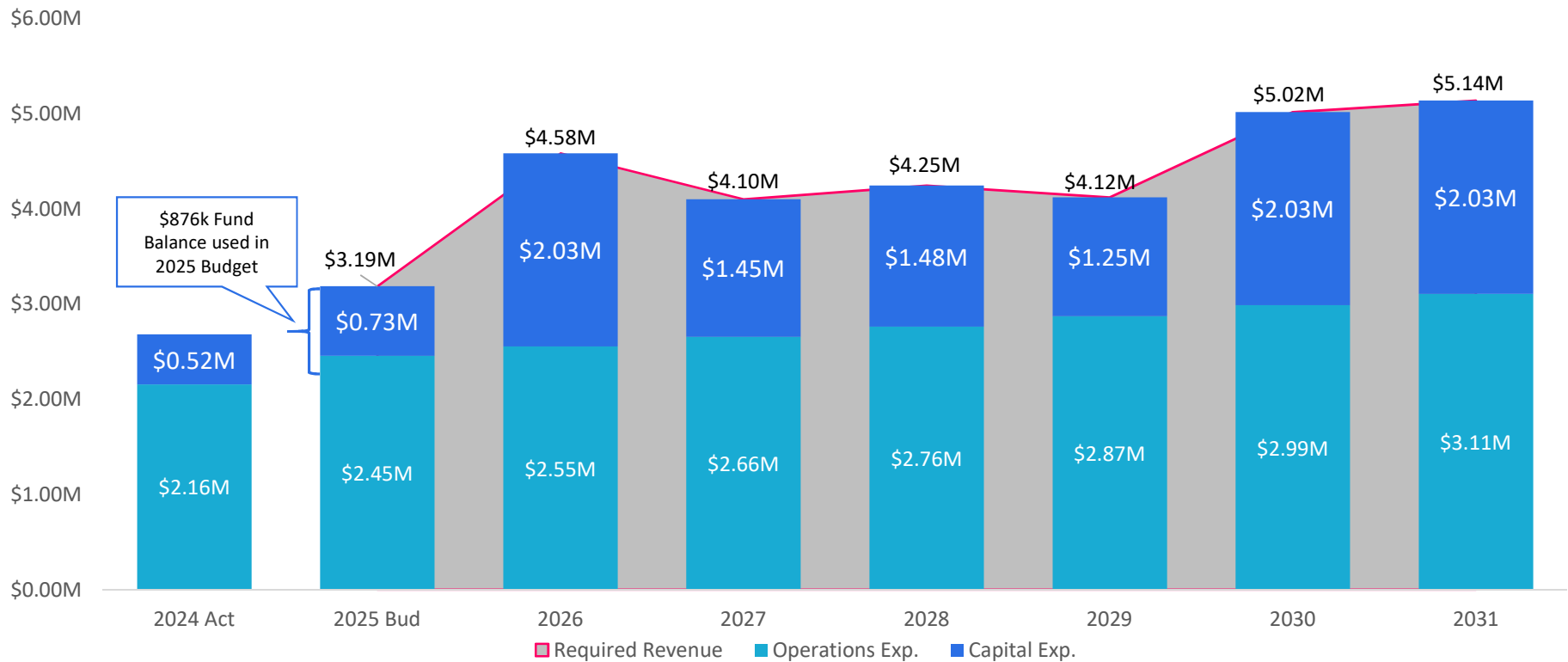
SEWER

- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP
- ✓ Services Revenue estimated at 3% annually



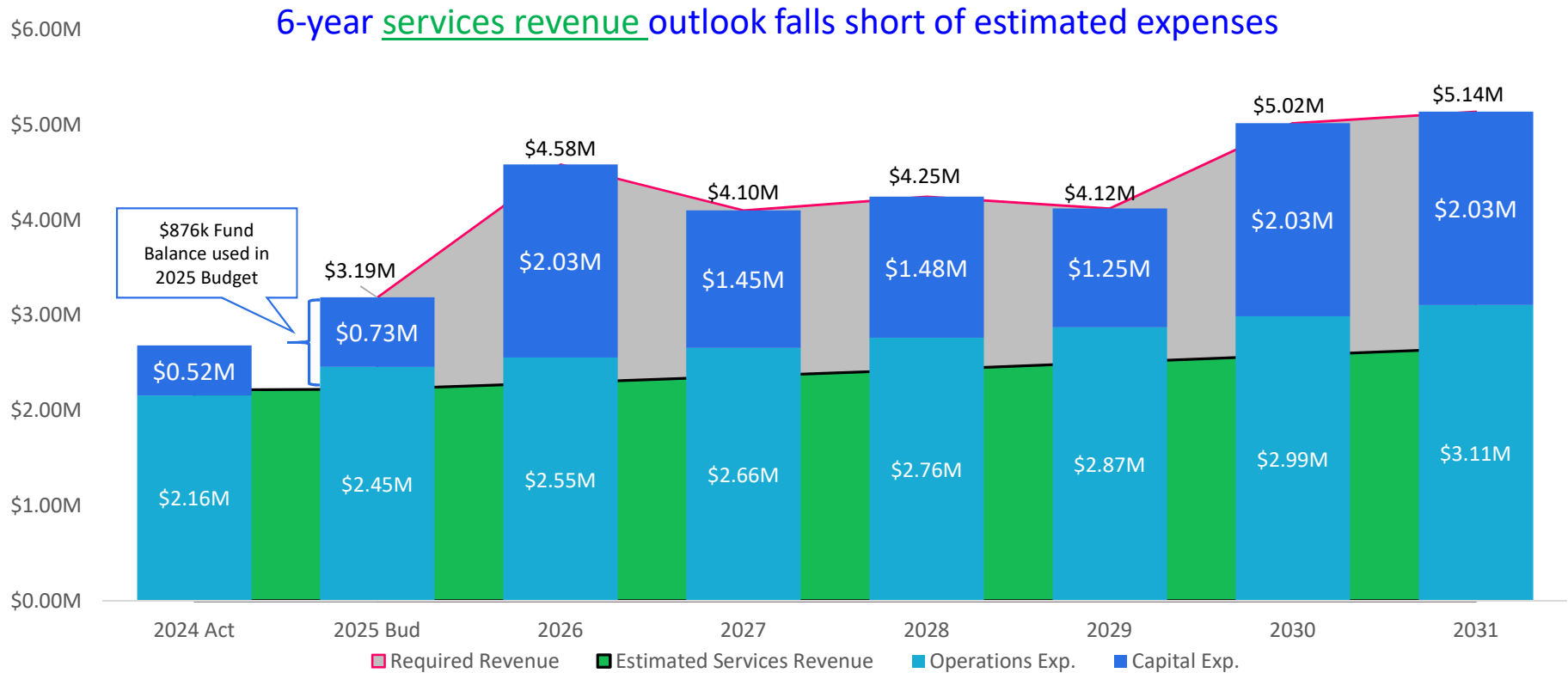
STORM

- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP



STORM

- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP



STORM

- ✓ Operations Expenses estimated to grow 4% annually
- ✓ Capital Expenses represents draft CFP
- ✓ Services Revenue estimated at 3% annually

From: Ian Munce <ianmunce@gmail.com>
Sent: Thursday, August 28, 2025 10:45 AM
To: Matt Miller; City Council; CityClerk; Comp Plan
Cc: Bill Turner; Libby Grage
Subject: Comments For City Council Stormwater Planning September 2, 2025 Agenda Item
Attachments: 0710058.pdf; Re- Draft Storm Water plan.pdf; Fwd- Munce Comments-January 2025 Draft Stormwater Management Master Plan (SWMP).pdf

***** This email is from outside the City of Anacortes network. Please use caution when clicking on links, opening attachments, or replying. *****

Dear City Council

The City's 'Land Capacity Analysis 2024' at page 15 states as follows: "Based on Commerce Guidance and regional trends, [the consultant] LCG assumed that 5% of homeowners might choose to develop an ADU over the planning horizon ... this would result in an ADU [land] capacity of 357 units". Taken together with other infill this would equate to approximately 2,000 units, the number tentatively assigned by Skagit County for our 20 year planning horizon. Scenario #1.

In the absence of any publicly available City sponsored consultant study as to the land capacity of 'locating cottages, duplexes, triplexes, and fourplexes on what were single family lots', using the same methodology applied to ADUs would add another 2,000 or so units. Scenario #2.

Simply put, the 2024 Draft Stormwater Plan in Table 1.6 only assesses and plans for Scenario #1 and not Scenario #2. So, if the City continues moving down the Scenario #2 path, the Draft Stormwater Plan is simply not 'fit for purpose' and not just for stormwater Planning but for environmental review.

Speaking from personal knowledge, the thousands of lots that were developed over the past 30 years were mainly in single family subdivisions with covenants and with Homeowners Associations managing their own stormwater systems. The Draft Stormwater Plan does not assess these systems capacity to handle more units than they were designed for. This needs to be done or our existing urban runoff problems will be dramatically exacerbated, an unacceptable environmental outcome. I attach a Report from the Washington State Department of Ecology that summarizes the environmental impacts from uncontrolled urban runoff.

Mr Turner and I submitted the comments set forth below in February this year but received no acknowledgement or response. Having clean water discharging into the Salish Sea is vitally important to our stewardship responsibilities set forth in our Comprehensive Plan, e.g. Attached State Ecology Report. We subsequently forwarded our comments to the Planning Commission, see below.

Given that it appears that the next step in moving forward with the Stormwater plan will now be with you, the following comments are submitted for your consideration. Please keep in mind that for State Resource Agencies the Stormwater Plan is probably our most significant local document and that integrating the Stormwater Plan into the Comprehensive Plan and SEPA analysis will be a major undertaking, one that has not yet begun.

Thank you for this opportunity to comment.

Ian Munce
1711 Quail Drive

From: Ian Munce ianmunce@gmail.com
Subject: Fwd: Munce Comments-January 2025 Draft Stormwater Management Master Plan (SWMP)
Date: Feb 13, 2025 at 3:06:00 PM
To: Ian Munce ianmunce@gmail.com
Bcc: bill.h.turner@gmail.com, andrewlemborg@gmail.com, Eschorr68@gmail.com

From: Ian Munce <ianmunce@gmail.com>
Date: February 13, 2025 at 3:01:27 PM PST
To: aarone@anacorteswa.gov
Subject: Munce Comments-January 2025 Draft Stormwater Management Master Plan (SWMP)

Dear Mr. Esterholt,

I would first like to complement City staff and the consultant team for an excellent draft Stormwater Management Master Plan (SWMP). The baseline stormwater system data and hydraulic modeling should guide sound capital budgeting and development review for years to come. I look forward to understanding how I can participate in the public participation and adoption process, including review under the State Environmental Policy Act (SEPA). I recommend that you have a Draft SWMP webpage where State agency comments, stakeholder comments, and comments from Anacortes residents and businesses can be posted and reviewed by all concerned; the Planning Department has just such a page for their 2025 Comprehensive Plan and Development Regulation Periodic Review. My preliminary comments and questions are as follows:

Soils

A review of Draft SWMP Figure 1.6 identifies and documents that nearly all of the soils outside the Anacortes Community Forest Lands are Group C and D. Group C consists of "soils that have a slow infiltration rate when thoroughly wet" and Group D consists of "soils that have a very slow infiltration rate and high runoff potential when thoroughly wet. These consist mainly of clays that have a high shrink-swell potential, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission". Figure 1.6 maps Group C soils together with Group D as a combined Group C/D where "... the first letter applies to the drained soil condition and the second to the undrained soil condition of the soil so categorized".

Comment 1: Every new development needs to fully fund the cost of converting an undrained soil condition to a drained soil condition. This tenet needs to be incorporated into all development

review procedures to avoid externalizing these costs by environmental degradation and/or transferring them to ratepayers, taxpayers, and neighbors. It has been the controlling principle over the past 40 years as the City has established home owners associations and their privately owned and maintained stormwater systems.

Capital Budget

Question 1: With the current stormwater connection fee and monthly stormwater charges how many years will it take to achieve full buildout of the stormwater system to meet the 25 year storm design standard for existing development? e.g. 40-80 years?

Question 2: In order to meet federal and State permit requirements and climate change imperatives does this schedule need to be accelerated and how can such acceleration be funded? For instance, should the monthly stormwater charge be significantly increased and should connection fees be adjusted by drainage basin?

Question 3: Given that the 2007 SWMP assigns 54% of capital costs to private development, what is the equivalent percentage for the 2025 SWMP and how will these funds be collected?

Critical Areas

The current SWMP (2007) addresses the interface between stormwater (quantity and quality). It includes as Figure [7-5 a](#) map of designated wetlands, a map that was adopted along with the SWMP and is currently in effect.

Comment 2: Given that the City GIS system includes a current version of a designated wetlands map and protecting and restoring wetlands is of central importance to Comprehensive Plan policies, it simply malpractice to propose to exclude such a map and not to factor critical area policies into the updated SWMP. This is particularly egregious as: the SWMP Update Scope of Work actually calls for “#500. Physical and Biological Basin Assessment. Field stream assessments catalogued streams **and associated wetlands** ...”. In addition to wetlands and wetland buffers, the SWMP needs to address other critical area protections as to geologically hazardous areas, aquifer recharge areas, and habits of local importance in order to meet State Phase II Permit Requirements.

Comment 3: The SWMP needs to acknowledge and place operational emphasis on Anacortes Municipal Code 19.70.040 as it mandates not just protection of streams and wetlands but their restoration., e.g. ongoing destruction of wetlands and their buffers was outlawed in the 2023 Critical Area Ordinance.

Comment 4: The Draft SWMP on page 54 is incorrect when it states that "The City Comprehensive Plan identifies protection and enhancement of fish and wildlife habitat and improvement of functional integrity of watercourses as important **goals**". Emphasis added. Rather, these are controlling **policies** and the SWMP needs to acknowledge and address them as such.

Water Quality

Comment 5: The Draft SWMP needs to establish a program whereby the septic systems within its drainage basins are routinely monitored and maintained to ensure compliance with all current standards. Scientific work associated with the Fidalgo Bay Aquatic Reserve documents that there is a very real current problem that needs to be addressed as a priority.

Fidalgo North Stormwater Action Plan

This Plan addresses one of the five distinct drainage basins identified in the SWMP. As adopted by the City Council in 2023 as part of the City's Phase II Permit Requirements, this Fidalgo North SAP, this Plan highlights the 296 acres in the City's R1 zone at the southern end of the drainage basin as largely undeveloped, dominated by protected natural areas, and controlled by Comprehensive Plan policies that limit housing density to two units per acre and mandate careful environmental and permit review of even minor development projects.

Question 4: Please explain and document why the Fidalgo North SAP was amended in 2024 to omit explicit reference to these characteristics and improperly recharacterize the R1 zone as 'largely developed'?

Question 5: Please explain what public process was followed to effectuate this recharacterization in the Fidalgo North document on file?

Comment 6: Please use the 2023 version of the Fidalgo North SAP and correct the acreage numbers as I formally requested as a part of the '2025 Periodic Review'.

Comment 7: Please address my request as part of the '2025 Periodic Review' that the entire R1 zone be designated as a "Habitat of Local Importance" under both the City Municipal Code and the Washington State Administrative Code. The Best Available Science in the current '2025 Periodic Review' record identifies that most, if not all, of the R1 zone acreage consists of overlapping critical areas, i.e. streams and stream buffers, wetlands and wetland buffers, geologically hazardous areas, aquifer recharge areas for individual domestic wells, and fish and wildlife habitat conservation areas. Attachment A.

Thank you.

Ian Munce

1711 Quail Drive

<[11042024_Reconnaissance Report.pdf](#)>

|

From: Ian Munce ianmunce@gmail.com
Subject: Re: Draft Storm Water plan
Date: Feb 12, 2025 at 5:40:02 PM
To: William Turner bill.h.turner@gmail.com

Thanks

Sent from my iPhone

On Feb 12, 2025, at 4:59 PM, William Turner <bill.h.turner@gmail.com> wrote:

Dear Mr. Esterholt

My comments are as follows:

Overall

This SWMP is one of the most carefully and thoughtfully prepared and presented document that I have had the pleasure of reading. The topic is extremely complex both in the controlling receiving water mandates, the engineering itself, the overlap with natural lands protection and restoration, and the importance of the interface with climate change exigencies. Yet, the SWMP is very well structured, informative, and readable. Thank you.

Comprehensive Plan (CP) Interface

The proposal to incorporate the SWMP into the City's 2025 Comprehensive Plan (CP) Periodic Update is sound and most likely essential. Not only will the SWMP technical analysis inform the ongoing CP update, but the SWMP's structure and work-program need to be reworked somewhat to evaluate how the CP policies are and will be implemented, e.g. the CP is all about growth paying for itself without subsidies from taxpayers and ratepayers and

protecting and restoring our natural areas (both lands and waters). These CP policies are controlling and directive and the following sentence on SWMP page 54 needs to be expanded accordingly: from "The City's Comprehensive Plan identifies protection and enhancement of fish and wildlife habitat and improvement of functional integrity of watercourses as important goals" to "... important goals and controlling policies".

1. Introduction and Planning Criteria

On page 6, please correct "to approximately" to "by approximately". On page 7, the 'Existing Data Review Summary' should list City GIS data for Wetlands, data that needs to be mapped and analyzed as to stormwater management implications. This is an undocumented part of the consultants Scope of Work: "Project Scope of Work #500 - Field stream assessments catalogued streams **and associated wetlands** and identified future potential restoration projects". January, 29 City Council Agenda Package p.23 of 386. As to Figure 1.5, this figure shows "Existing Zoning" and not "Existing Land Use".

H Avenue Rotary Dog Park users funded the attached consultant report for those wetlands associated with the Ace of Hearts Creek. I submit that it is essential that this Best Available Science work be included in the final SWMP for all the SWMP's streams.

Section 1.11 includes the following: "The Phase II Permit also requires compliance with established total maximum daily loads (TMDLs), as described in Section S7 of the permit. As of 2024, Anacortes has not established any TMDLs". This permit requirement needs to be explained in some detail along with how and when the City will come into compliance both in setting and enforcing TMDLs.

On page 13, "Mapping the tree canopy cover on Permittee owned or operated properties" is proposed for 2026 and "Adopt or implement canopy goals and policies to support stormwater management and water quality improvements in receiving waters" is proposed for 2028. To meet the 2025 CP Periodic Update requirements (and prevent further tree canopy destruction) this work needs to be done now and fully taken into account in both the SWMP and CP. This work program acceleration is consistent with the following declaration: "Through discussions with City staff, Osborn learned that the City wants to focus its NPDES compliance efforts on Tree Canopy Goals and Policies ...". In this regard the SWMP highlights that "Special attention should be directed towards ... maintaining existing mature tree canopies" and that the City "... must also develop a system for identifying tree canopies for stormwater management purposes, which should be developed annually or as needed".

Sincerely,

Bill Turner

Sent from my iPad

For more information

Washington Department of Ecology

Water Quality Program
www.ecy.wa.gov/programs/wq/stormwater/index.html

Colleen Keltz
Communications Manager
360-407-6408

Watershed planning

To find out what watershed you live in and how to get involved:
www.ecy.wa.gov/watershed/index.html

Helpful websites

- Puget Sound Partnership
www.psp.wa.gov/our_work/stormwater.htm
- U.S. Environmental Protection Agency
cfpub1.epa.gov/npdes/home.cfm?program_id=6
- Seattle Public Utilities SEA Streets Project
www.seattle.gov/util/About_SPU/Drainage_&_Sewer_System/Natural_Drainage_Systems/Street_Edge_Alternatives/index.asp

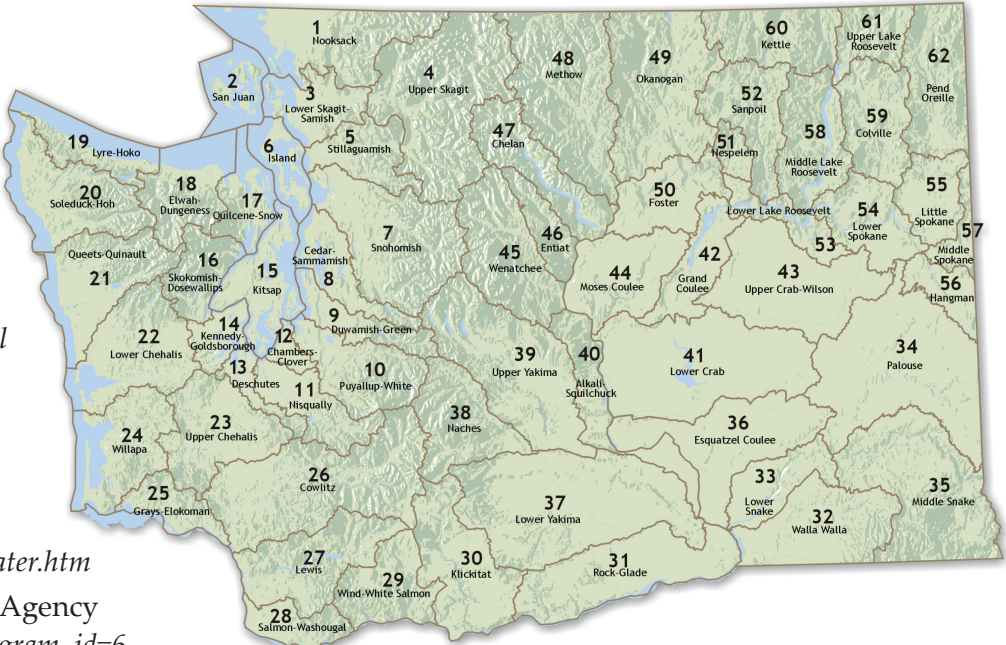
Other resources

- For local information, contact your city or county.
- Search the Internet for more information on stormwater, runoff, rain gardens, low impact development, etc.

<https://fortress.wa.gov/ecy/publications/SummaryPages/0710058.html>

To request ADA accommodation including materials in a format for the visually impaired, call Water Quality Program at 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with a speech disability may call TTY at 877-833-6341.

Water Resource Inventory Areas are administrative and planning boundaries for water basins, commonly known as watersheds.



Stormwater runoff is damaging salmon habitat. It's the Number 1 water pollution problem in the urban areas of our state, and it causes and contributes to flooding.



Photo: Toni Weyman Droscher



Environment Education Guide
Protecting Washington's waters from stormwater pollution

Did you know Washington has a stormwater runoff problem?

Stormwater runoff is damaging salmon habitat. It's the Number 1 water pollution problem in the urban areas of our state, and it causes and contributes to flooding.

Chances are pretty good you've seen stormwater runoff. It's the water from rain or snow that runs off yards, roofs and roadways. As gravity pulls it downhill into low spots, ditches and storm drains, the water picks up soil, chemicals and other pollutants and carries them into our lakes, rivers and marine waters.

Our waters and salmon as well as other fish and wildlife species aren't the only things at risk. Stormwater problems also affect the health and safety of people.

As we develop land to accommodate Washington's growing population, our state's stormwater problem grows, too. The good news is we can do something about it—all of us.

In Washington, the state Department of Ecology, the U.S. Environmental Protection Agency and local governments all work together to regulate stormwater.

The key to solving the problem isn't really in the rules and permits. It's in people—how we live on the land and the everyday choices each of us makes.

From rain to runoff – what comes down must go somewhere...

If you want to understand stormwater, watch what happens the next time it rains. Pay attention to how shapes and surfaces determine what happens to the water.

Watch how rainwater flows downhill and collects in low places. See how quickly it starts running down a downspout or into a gutter. Feel how pavement stays hard but soil gets soft. Pay attention to what the water sweeps along in the gutter and where there's an oily sheen on a puddle. Notice what happens to streams and rivers. Notice how runoff seems to be everywhere in the city and is harder to find in the forest.



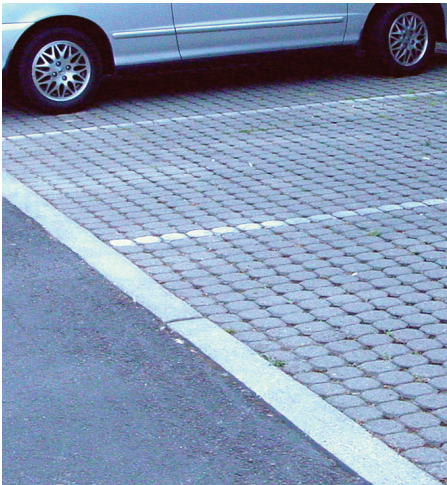
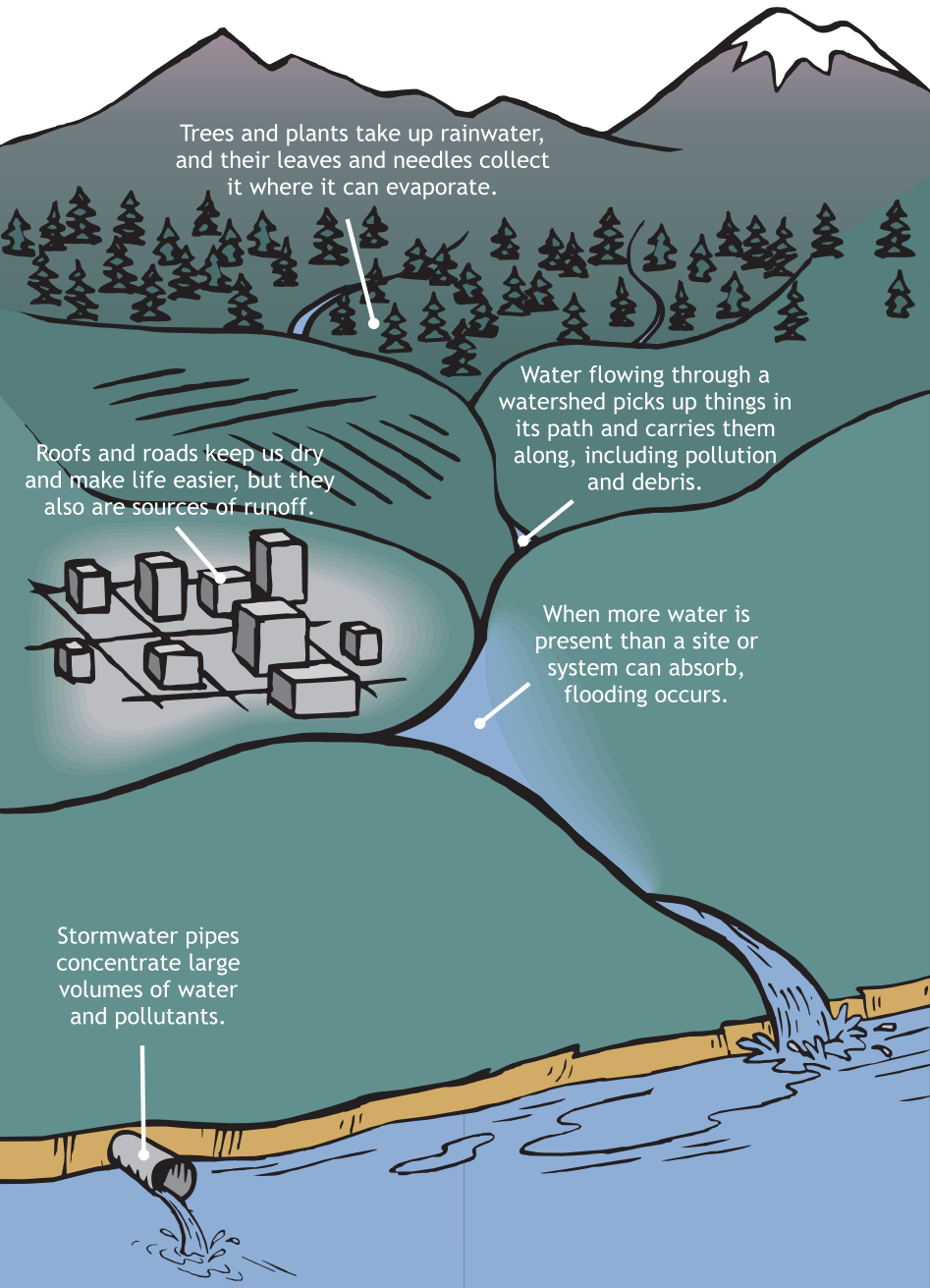
In Washington's forests, the needles of evergreen trees hold a lot of rain—as much as 40 percent of a low intensity rainfall.

A watershed is all the land that drains to the same body of water. A watershed's natural drainage system includes a network of streams and rivers. In a large watershed, many different sources and land uses can contribute to stormwater runoff.

The landscape connection is the key to stormwater runoff

On undeveloped sites, water from rain or snow follows natural patterns of drainage and circulation. Much of the water seeps down into the soil and into underground water supplies. In forests and grasslands, trees and other plants will take up some of this water. Water will also collect on their leaves and needles and evaporate.

Wetlands absorb and hold runoff. In a natural or near-natural setting, the water that does run off directly into streams or other waters is usually filtered and slowed by the web of plants it runs through, a sort of natural purifying system.



Permeable pavement like this provides a hard, drivable surface, but it also lets some stormwater soak back into the ground.

Choices for the future

Stormwater pollution often goes hand in hand with growth. Since 1982, Washington's population has grown by two million people, adding the equivalent of 10 new cities the size of Spokane or Tacoma. Millions more people are expected to be added in the next few decades. As the state's population grows, we can choose to limit polluted runoff and the harm it does, or risk losing some of what makes Washington a special place to live.

While new regulations and technologies can help, we can't expect them to completely make up for the impacts of converting forests and grasslands into shopping malls or subdivisions. Choices we make about how we use the land, including how much development to allow, where it occurs, and how much vegetated land is retained, are crucial for successfully managing stormwater and for keeping Washington's watersheds healthy.

Washington Waters – Ours to Protect

People really can make a difference when it comes to reducing stormwater runoff and the problems and costs that go with it. Because we all contribute to the problem, we all can be a part of the solution. It starts with paying attention to stormwater — at home, at work and in our communities.

We can reduce the amount of runoff.

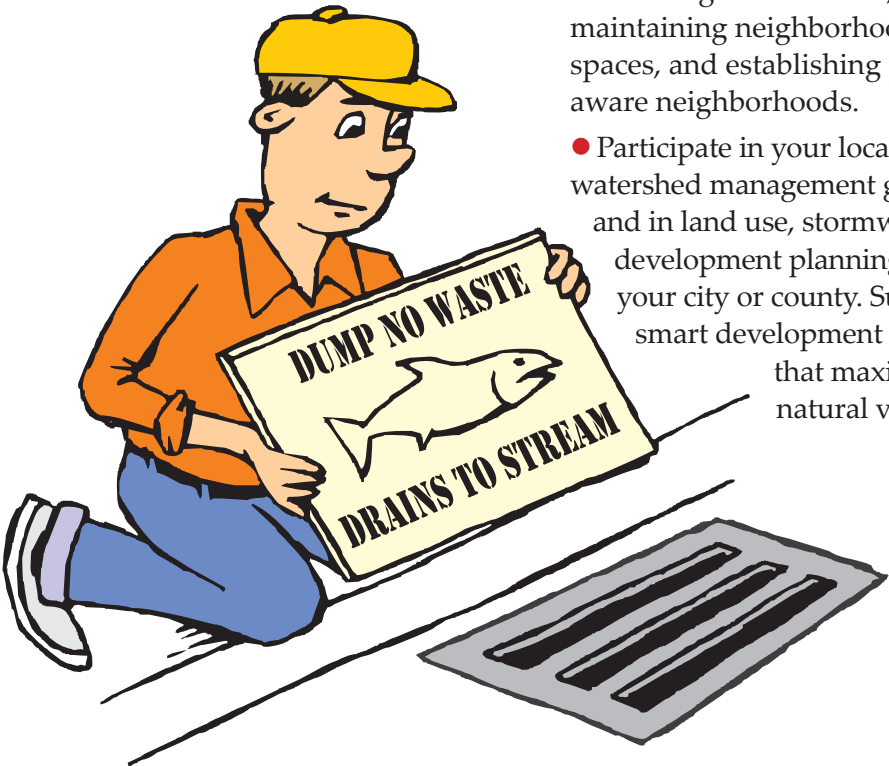
- Reduce the amount of paved or hard surface areas. Consider permeable paving for that new patio or driveway.
- Look for ways to keep runoff out of the stormwater system so it can soak into the ground. Plant rain gardens. Use rain barrels. Wash your car on the lawn or at commercial car wash that recycles water. (This helps prevent runoff pollution, too!)

We can create cleaner runoff.

- Reduce fertilizers, turf builders and pesticides on your lawn and garden. Use small amounts of slow-release fertilizer and environment-friendly products for problem areas.
- Reduce pollution from roads, driveways and parking lots. Wear and tear on roads, tires and brakes leaves a lot of pollutants behind. Fix vehicle fluid leaks immediately, and consider alternatives to driving solo.
- Reduce bacterial pollution from animal waste. Scoop pet waste and put it in your garbage. Cover and control animal manure on small farms.
- Maintain your septic system. This will keep it from failing and causing pollution.

We can work together.

- Get involved with community stormwater projects such as marking storm drains, maintaining neighborhood green spaces, and establishing pesticide-aware neighborhoods.
- Participate in your local watershed management group and in land use, stormwater and development planning with your city or county. Support smart development practices that maximize the natural vegetation.



Rethinking stormwater runoff

Dealing with stormwater has traditionally focused on getting it out of the way quickly. In Washington, many communities have rules for managing stormwater as part of regulating development and preventing erosion and flooding.

However, many communities are not as used to dealing with stormwater runoff as a major source of pollution or destroyer of habitat. With increasing stormwater runoff problems and new state and federal requirements, Washington is rethinking how it handles stormwater.

Washington has successfully tackled other pollution problems. By combining regulations with co-operation, creativity and good long-term planning, we can reduce the problems with stormwater runoff.



Our transportation choices are part of the runoff picture. Many pollutants in runoff from roads, driveways and parking lots come from cars and trucks. Some sources are:

- Antifreeze
- Brake fluid
- Brake lining
- Exhaust particles
- Oil
- Pavement particles
- Tire particles
- Transmission fluid

A new approach – reduce runoff at its source

Stormwater runoff accumulates, and so do the problems it creates as it flows downhill. It makes sense to try to stop the problems before they start or get too big to manage.

Innovative developers, engineers and designers are already looking at ways to reduce runoff at its source and better mimic nature’s systems by:

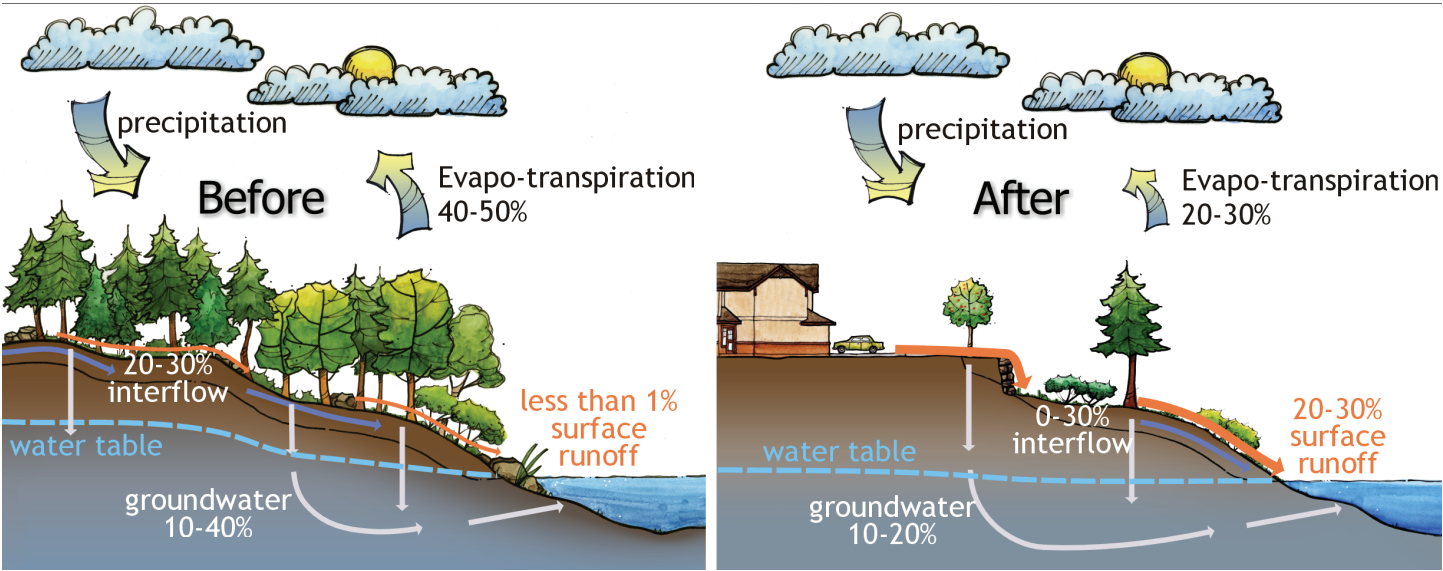
- Retaining more natural vegetative cover.
- Reducing hardened surfaces and soil compaction.

- Keeping more stormwater on site to percolate into the ground.

Better designs for new developments can make a difference for the future, but improvements to existing developments can help deal with today’s stormwater problems, too. The Department of Ecology is providing grants to local governments to help fund innovative approaches to preventing stormwater runoff.



Seattle’s SEA (Street Edge Alternatives) Streets pilot project reduced the amount of stormwater runoff leaving a street by 98 percent for a small rain event. This successful project has inspired similar projects, and the City expects that future projects will cost less than traditional street improvements.



Before development almost all rainfall is taken up by plants, evaporates or infiltrates through the ground. After conventional development, surface runoff increases significantly while evaporation and infiltration into the ground decrease.

Developing land typically has meant removing trees or other vegetation, reshaping the land, compacting soil, and creating hard surfaces. These changes alter the natural water patterns, or hydrology, of a site. Much of the water that plants and soil previously would have absorbed now runs off into local waters, either directly or through a system of gutters, ditches, swales, or pipes. These systems collect runoff and concentrate the flow, quickly conveying it into streams or other waters.

Covering as little as 10 percent of a watershed with impervious surfaces can degrade streams, harming salmon, trout and other aquatic life.

The way we use and develop the land changes not only where stormwater goes and how fast it gets there, but also what it meets along the way—parking lots, roads, roofs, farms, ranches, ball fields and more. Whatever stormwater runoff picks up from these places, it carries into Washington’s waters.



Water flowing through a watershed picks up things in its path and carries them along, including pollution and debris.

How much stormwater do we make?

POTENTIAL RUNOFF	1,200-square ft. roof	1-acre of pavement
1 inch of rain or snow melt	748 gallons	27,150 gallons
Average annual precipitation		
Seattle (37 in./yr)	27,700 gallons	1 million gallons
Spokane (17 in./yr)	12,700 gallons	0.5 million gallons
Olympia (51 in./yr)	38,100 gallons	1.4 million gallons

Roofs, roads and paved parking lots keep us dry and make life easier, but they are also common sources of runoff. Imagine all the roofs and roads in your area and across the state, and imagine how much runoff they generate.

Precipitation data source: NOAA - Average annual precipitation, 1971-2000. Figures have been rounded.

Washington’s growing problem with stormwater runoff

Altered flows — too much, too soon and too little, too late

Stormwater often gets to where it’s going faster after an area is developed. Runoff quickly flows into streams and other surface waters instead of seeping into the ground to recharge groundwater and slowly feeding those streams year round.

The results include much higher stream flows and flooding when it rains (especially during heavy rains), and much lower stream flows in the dry season. These extreme high and low flows are bad for salmon, trout and other fish as well as people and communities.

The high-energy, faster, heavier flows erode stream channels and scour streambeds, churning up silt and damaging spawning areas. The energy from high flows also flushes away tiny aquatic life that serve as part of trout and salmon’s diets and part of a healthy stream.

Extreme low flows are also a problem for fish. Some urban streams that used to run year round sometimes dry up in the summer. Others have too little flow to allow salmon to swim up them to spawn. Hardened surfaces contribute to this problem by interrupting the natural water-absorbing process. Rainfall hits these hard surfaces and escapes directly into rivers rather than soaking into the ground to recharge underground water supplies that feed small streams in the summer months.

Did you know...?

- *Economic costs related to stormwater in the Puget Sound region are expected to exceed \$1 billion over the next decade.**
- *Even the drier east side of the state has to deal with stormwater, especially in urban areas. If laid end-to-end, Spokane’s storm sewers would stretch all the way to Seattle and back.*

There are other flow-related impacts, too. Flooding from extreme high flows can damage private property, public roads and utilities. And when stormwater runs off instead of seeping into groundwater, some wells may go dry.

Stormwater runoff can affect both the quality and quantity of drinking water supplies. Cities and counties require more stormwater protection in areas near public supply wells to protect them from pollution.

* Damages and Costs of Stormwater Runoff in the Puget Sound Region, 2006; Derek B. Booth, Bernadette Visitacion and Anne C. Steinemann



With high amounts of hardened or paved surfaces, urban areas generate more and faster runoff, increasing the risk of flooding.



Polluted waters

Most stormwater runoff carries pollution and more pollution comes from highly urbanized areas. More importantly, most of it is not treated, or “cleaned up” before it enters Washington’s waters.

Stormwater runoff is the Number 1 urban water pollution problem in the state.

As runoff flows over roofs, pavement and developed land, it picks up soil particles, oil and grease (mostly from cars and trucks), and many different toxic chemicals, including those from fertilizers, weed-killers, and pesticides. It also picks up bacteria from pet and livestock waste and failing septic systems.

About one-third of the state’s waters are too polluted to meet state water quality standards. Frequently, the cause of this pollution is stormwater. This water is not fit for drinking or swimming.



Contaminated stormwater runoff can create hazards to human health and affect recreation, tourism, fishing, and businesses.

Beaches have been closed for swimming and shellfish harvesting.

Salmon suffer not only from chemical pollutants, but also from soil washed in from construction sites and other bare ground. Mud can cover spawning areas, suffocating salmon eggs. It also can clog gills, making it harder or impossible for salmon, trout, and other fish to breathe.

Shared connections

Polluted stormwater runoff is an issue across the state. It’s easy to see how it connects to issues about Puget Sound, the Spokane River, the Columbia River, and salmon recovery. Stormwater runoff connects to other issues, too:

- *Many of the same things that pollute runoff and surface waters can also pollute aquifers, which are sources of drinking water.*
- *The danger from landslides and unstable slopes increases in areas with stormwater problems.*
- *As we prepare for climate change, we must consider how changes in rain and snowfall could affect flooding and water supplies.*

The good news is that solutions for stormwater can help us deal with many of these connected issues.

Salmon and trout need cool water to survive, but stream temperatures can rise when cool groundwater isn’t available to feed a stream year round. Also, stormwater runoff entering a stream is often warmer than the stream itself.

Photo: Jill Williams



City Council Agenda Bill

Meeting Date: September **Agenda Item:** 6.b.
2, 2025

Agenda Item Title: Ordinance 5004: Amending AMC Section 5.04.030 Regarding Business Licensing

Staff Contact(s): Steve Hoglund

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Steve Hoglund	Ordinance
Darcy Swetnam	

Item Summary: AMC 5.04.030 deals with the City's business licensing, which is managed through the State's Business Licensing System (BLS) and the State has directed that the minimum revenue threshold for businesses that do not maintain a business in the City be increased from \$2,000 annual gross revenues to \$4,000 annual gross revenues. That is the only change being made.

Budget Impact:

The revenue impact is difficult to predict as the number of non local businesses doing an excess of the minimum revenue requirement is hard to predict. However the net budget affect is secondary in this ordinance application, as the requirement is non negotiable for entities using the BLS, and there is savings in staff time to use the state system as it is an efficient and easy system to use for both staff and business owners, illustrating again the the City strives to be business friendly.

Previous Action: Ordinance 3028 adopted September 24, 2018 updating the AMC 5.04 to the current BLS requirements.

Recommended Motion: I move to approve ordinance 5004 amending AMC 5.04.030

Alternative Actions: Do not approve and direct staff as to next steps.

Attachments (listed in order presented):

1. 250827 Ord 5004 update BLS 2025

ORDINANCE 5004

AN ORDINANCE AMENDING ANACORTES MUNICIPAL CODE CHAPTER 5.04.030 DEALING WITH
BUSINESS LICENSE REQUIREMENTS AND FEES.

WHEREAS, the City of Anacortes uses Washington State's (the State) Business Licensing Services (BLS) for the processing and maintenance of its business licensing needs, and

WHEREAS, the State had directed that the annual minimum gross revenue threshold to require a business license for businesses that do not maintain a place of business within the City be increased from \$2,000 to \$4,000.

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

Section 1. AMC Chapter 5.04.030 is hereby amended to read as follows:

5.04.030 License – Required.

It is unlawful for any person to engage in or carry on business, trade, profession or calling, for which the transaction or carrying on of which a license is required, without first taking out or procuring the license required for such business, trade, profession, or calling, as set forth in this chapter.

Threshold Exemption. To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license and/or license fee requirements as outlined in this chapter: (1) Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$4,000 and who does not maintain a place of business within the city shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory license requirements or activities that require a specialized permit. (Ord. 3028 § 1, 2018)

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 8th day of September, 2025
CITY OF ANACORTES, WASHINGTON

BY: _____
Matt Miller, Mayor

ATTEST:

(Corporate Seal)

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

Darcy Swetnam, WSBA #40530
City Attorney



City Council Agenda Bill

Meeting Date: September **Agenda Item:** 6.c.
2, 2025

Agenda Item Title: Resolution 3185: Waiving the competitive bidding requirements for the maintenance/repair of Flygt pumps

Staff Contact(s): Andrew Rheume

Approved for Submittal to Council by **Action Type**

Tiffany Matson
Andrew Rheume
Steve Hogleund
Darcy Swetnam

Resolution

Item Summary: City staff seeks City Council approval of Resolution 3185 to waive the state competitive bidding requirements for the regular maintenance and repair of Flygt pumps and accessories performed by Whitney Equipment Company Inc. as the sole source supplier.

Background:

- The City uses a variety of Flygt pumps at pump stations in the sewer collection system and has designated Flygt pumps as the established standard for its sewage pump stations in the document titled "Sewage Pump Station Design Standards".
- Installing a different brand of pumps would not meet the Sewage Pump Station Design Standards which have been established to ensure uniform operation and safety of the pumps stations.
- Regular maintenance and both planned and unexpected repairs are required to extend the operational life of the Flygt pumps and keep the sewer collection system running.
- Xylem Water Solutions, the manufacturer of all Flygt products, has designated Whitney Equipment Company, Inc. as the exclusive factory authorized distributor and service center for Municipal and Industrial markets for the entire State of Washington for Flygt pumps and accessories.

Budget Impact:

Previous Action: N/A

Recommended Motion: I move that the Resolution 3185 be approved waiving the state competitive bidding requirements for the regular maintenance and repair of Flygt pumps and accessories performed by Whitney Equipment Company Inc. as the sole source supplier.

Alternative Actions: Not approve the resolution.

Attachments (listed in order presented):

1. Resolution 3185
2. Flygt Sole-Source Authorized Distributor letter

RESOLUTION 3185

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, waiving the state competitive bidding requirements for the regular maintenance and repair of Flygt pumps and accessories in the sewer collection system, pursuant to RCW 39.04.280.

WHEREAS, RCW 39.04.280 provides, in part, that the City, by resolution, may waive competitive bidding requirements when awarding contracts for public works and contracts for purchases that are clearly and legitimately limited to a single source of supply.

WHEREAS, the City uses a variety of Flygt pumps at pump stations in the sewer collection system and has designated Flygt pumps as the established standard for its sewage pump stations in the document titled "Sewage Pump Station Design Standards";

WHEREAS, installing a different brand of pumps would not meet the Sewage Pump Station Design Standards which have been established to ensure uniform operation and safety of the pumps stations;

WHEREAS, regular maintenance and both planned and unexpected repairs are required to extend the operational life of the Flygt pumps and keep the sewer collection system running;

WHEREAS, Xylem Water Solutions, the manufacturer of all Flygt products, has designated Whitney Equipment Company, Inc. as the exclusive factory authorized distributor and service center for Municipal and Industrial markets for the entire State of Washington;

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

Section 1. The City Council of the City of Anacortes finds that because (1) the City has designated Flygt pumps as the established standard for its sewage pump stations in the document titled "Sewage Pump Station Design Standards", (2) installing a different brand of pumps would not meet the Sewage Pump Station Design Standards which have been established to ensure uniform operation and safety of the pumps stations, (3) regular maintenance and both planned and unexpected repairs are required to extend the operational life of the Flygt pumps and keep the sewer collection system running, and (4) Xylem Water Solutions, the manufacturer of all Flygt products, has designated Whitney Equipment Company, Inc. as the exclusive factory authorized distributor and service center for Municipal and Industrial markets for the entire State of Washington, that the City of Anacortes is clearly limited to a single source for regular maintenance and both planned and unexpected repairs of Flygt pumps and accessories by Whitney Equipment Company, Inc., justifying the waiver of competitive bidding requirements.

Section 2. The City Council of the City of Anacortes hereby waives the bidding requirements for regular maintenance and both planned and unexpected repairs of Flygt pumps and accessories in the sewer collection system performed by Whitney Equipment Company, Inc. as the sole source supplier.

Section 3. Any actions of the City or its officers prior to the date hereof and consistent with the terms of this Resolution are ratified and confirmed.

Section 4. This Resolution shall be in full force and effect from the after its adoption and approval.

The foregoing resolution was ADOPTED by the City Council of the City of Anacortes, Washington, at a regular, open public meeting thereof this 2nd day of September, 2025.

Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

Darcy Swetnam, City Attorney



Grant Stayberg
Channel Account Manager
Xylem Water Utilities
Flygt Products
4109 NE 107th St.
Vancouver, WA 98686
(503) 706-0601
Grant.Stayberg@xylem.com

January 2, 2024

Subject: Flygt Sole-Source Authorized Distributor

To Whom It May Concern

This letter is to inform you that

Whitney Equipment Company, Inc.
16120 Woodinville-Redmond Rd NE #3
Woodinville, WA 98072
(425) 486-9499

Whitney Equipment Company, Inc.
2501 SE Columbia Way, Suite 300
Vancouver, WA 98661
(360) 694-9175

is the exclusive factory authorized distributor of Flygt pumps and accessories for the Municipal and Industrial markets for the entire State of Washington and the Industrial market for the entire State of Oregon. WECI also has Municipal and Industrial markets for the following counties in northern Idaho; Benewah, Bonner, Boundary, Clearwater, Kootenai, Latah, Lewis, New Perce, and Shoshone. WECI is the sole factory authorized service center for the above-mentioned territory employing factory trained mechanics that are capable of servicing all Flygt products manufactured by Xylem Water Solution.

We are confident Whitney Equipment Company will be able to provide expert advice in a professional manner for any of your pumping needs. Thank you for your interest in Flygt Products and Services. Please call if we can be of any further help.

Sincerely,

Grant Stayberg

Grant Stayberg
Channel Account Manager