

Anacortes City Council Minutes - September 8, 2025

Call to Order

Mayor Matt Miller called to order the September 8, 2025, Anacortes City Council meeting at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller reminded the public of two events occurring from 6:30-8:30pm on September 9th, including the Skagit County Department of Emergency Management taking public input on the 2025 Hazard Mitigation Plan in the City Council chambers, and the North Star Housing Forum at the Mount Vernon Public Library. He then reminded the public of events taking place on Saturday, September 13th, including residential cleanup day from 9am-noon at the city operations facility at 2201 37th Street, the Senior Resource Fair from 10am-2pm at the Senior Activity Center, and Fidalgo Bay Day from 11am-3pm at the Fidalgo Bay Resort. Finally, he announced that the Anacortes Schools Foundation and HF Sinclair are partnering to sponsor the Fueling Education Fun Run on Sunday, September 14th, from 8:30-11am at Washington Park.

Housing Affordability and Community Services Committee

Mayor Miller announced that the Housing Affordability and Community Services committee meeting was postponed to a later date.

Planning Committee

Ms. Moulton reported from the Planning Committee meeting held earlier in the evening. The topics discussed included the development review process report being produced by the city's consultants, Matrix, and that it would be available for the Council and public review in the near term. She then described the multi-layered process that Matrix followed, which included interviewing individuals who had applied for permits, review of the code and processes with best practices recommendations that will be refined specifically to the staff's needs and then implemented. The committee also discussed the SmartGov software suite and associated challenges and ideas for using it more effectively, that a new Permit Coordinator will start in late September with the permit counter being open on Fridays beginning in October, and the possibility of instituting permitting appointments.

Mr. Young asked when the draft development review process report would be ready for the council to review.

Ms. Moulton responded that it would be available within the next month.

Personnel Committee

Mr. Fantini reported from the Personnel Committee meeting held September 4th. The topics discussed included a recruiting update, with three parks seasonal and three student recreation assistants being hired, seven of the eight exits being for seasonal positions, and four active openings. He then announced that the Fire and Police departments were nearing full staffing levels. Mr. Fantini added that the committee also received a briefing from Police Chief Dave Floyd on overtime. Ms. Cleland-McGrath added, regarding police overtime, that there were similar levels of hours the past two years, and that even though the department would be fully staffed, the overtime numbers would likely not decrease in a significant way. She also mentioned that with full staffing levels, personnel overlap would lead to decreased response time for calls and the capacity to serve at community events with reimbursement from the supported organizations for a portion of that overtime. Mr. Young added that the conversation informed how public safety is paying close attention to their expenditures to conserve funds and work more efficiently.

Mr. Fantini mentioned the successful Anacortes Music Project festival over the weekend.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda and the City Council Procedures discussion.

Public comment was given as follows:

Pat Gardner of Anacortes asked if there was some way for the public to verify on the website if council committee meetings would in fact take place?

Mr. Walters responded that sometimes committee meetings are canceled, though the meeting times rarely change from the published schedule.

Consent Agenda

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

a. Minutes of September 2, 2025

b. Approval of claims in the amount of \$595,618.61

The following vouchers/checks were approved for payment:

EFT numbers: 113459 through 113490, total \$572,335.57

Check numbers: 113491 through 113502, total \$11,877.39

Wire transfer numbers: 375369 through 375458, total \$11,405.65

c. Contract Award: Grand View Cemetery Columbariums #25-228-PRK-001

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

e. Ordinance 5004: Amending AMC Section 5.04.030 Regarding Business Licensing

Other Business

City Council Procedures & Committee Structure Workshop

Administrative Services Director Emily Schuh and City Attorney Darcy Swetnam facilitated the round-table conversation regarding City Council procedures between the mayor, council and department heads, referring to a slide presentation that was added to the packet materials for the meeting. Other department heads present included Planning Community and Economic Development - John Coleman; Parks and Recreation – Jonn Lunsford; Human Resources and Labor Relations – Kendall Moyle; Library – Jeff Vogel; Public Works – Andrew Rheume; Police – Chief Dave Floyd; Fire and Emergency Medical Services – Chief Bill Harris; and Finance Director and City Clerk – Steve Hoglund.

Discussion topics included:

- Committee Structure
- Conduct of Meetings
- City Council Agendas
- Public Comment

Adjournment

There being no further business, at approximately 8:35 pm, the Anacortes City Council meeting of September 8, 2025, was adjourned.