



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

**May 7, 2018**  
**6:00 p.m.**

**PRELIMINARY AGENDA**  
[Packet Materials](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
  - a. Housing Affordability & Community Services Committee
  - b. Skagit County Population Health Trust
  - c. Public Works Committee
  - d. WSDOT Presentation/Update on Sharpes Corner
4. **Public Comment**
5. **Consent Agenda (Action)**
  - a. Minutes of April 23, 2018
  - b. Approval of Claims in the amount of: \$325,411.45
6. **Public Hearings**
7. **Other Business**
  - a. \* Resolution 2014: Approving the Charter for the Anacortes Accessible Community Advisory Committee (Discussion/Possible Action)
  - b. \* Presentation: History of Anacortes' North Shore (Discussion)
  - c. \* Public Works Quarterly Update (Discussion)
  - d. \* Ordinance 3022: Impact Fees (Discussion/Possible Action)
8. **Adjournment**

*Per Resolution 1949, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk (\*) may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in, and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

The City of Anacortes encourages people with disabilities to participate in public meetings.  
For assistance with special needs, please contact Cherri Kahns at 360-299-1950 at least 48 hours prior to this meeting.



## Anacortes City Council

### Proposed Agenda Items for the Next Eight Weeks Beginning May 14, 2018

*Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.*

#### May 9, 2018

##### Special Joint Meeting of the Anacortes City Council and Anacortes Planning Commission

Anacortes Municipal Code Update: Development Regulations and Design Standards Adoption Process Kick-Off

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#### May 14, 2018

- Closed Record Decision Hearing: "A" Dock Replacement & Reconfiguration, Shoreline Substantial Development Permit, Port of Anacortes, SDP-2018-0002 (Discussion/Possible Action)
- Contract Award: Municipal Fiber Pilot Zone Construction (Discussion/Possible Action)
- Resolution 2013: Municipal Broadband Network (Discussion/Possible Action)
- Contract Award: Skagit River 42" Water Line Project Design & Permitting 18-070-WTR-001 (Action)

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#### May 21, 2018

- Anacortes Historic Preservation Board Update (Discussion)
- Guemes Channel Trail Update (Discussion)

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#### May 29, 2018

- Pavement Management Program Update (Discussion)
- Resolution 2015: Collective Bargaining Agreement by and between the City of Anacortes and the Anacortes Commissioned Police Officers 6/1/2018-12/31/2021 (Discussion/Possible Action)
- Executive Session (15 Minutes) : Collective Bargaining Update (6 PM at beginning of meeting)

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#### June 4, 2018

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#### June 11, 2018

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#### June 18, 2018

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#### June 25, 2018

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#### July 2, 2018

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### Upcoming City Council Committee Meetings

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

- Public Works, Monday, May 7, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Port/City Liaison, Tuesday, May 8, 2018, 8:30 AM, Port of Anacortes
- Skagit County Law & Justice Council, Wednesday, May 9, 2018, 8:15 AM, Mount Vernon
- Finance, Wednesday, May 9, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, May 14, 2018, 5:00 PM, Main Conference Room, City Hall
- Parks & Recreation, Thursday, May 17, 2018, 6:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 21, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, May 23, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, May 28, 2018, 5:00 PM, Main Conference Room, City Hall



# **WSDOT 2018 Construction**

SR 20 SHARPES CORNER AREA INTERSECTION IMPROVEMENTS

ANDREA E. PETRICH, COMMUNICATIONS

GABE NG, PROJECT ENGINEER

Monday, May 7, 2018 – Anacortes City Council









- SR 20 and Miller/Gibraltar roads roundabout is complete and operational.
- Permanent striping and landscaping will go in later this year.





# SR 20 Sharpes Corner Area Intersection Improvements



# SR 20 Sharpes Corner Area Intersection Improvements

















Courtesy Eddie Murdock



## Working with partner agencies

- County road speed limit signs have been flagged with orange signs.
- Directional signs added to direct traffic back to SR 20.
- All speed concerns are being shared with appropriate agency.
- Will partner with APD in June for Rules of the Roundabout event.



## SR 20 Sharpes Corner – Construction Timeline Phase 3

- Bypass lane construction started today, Monday, May 7.
- Those leaving Anacortes experienced a consistent 2-mile of backup most of the day.
- The highest waits were reported as 35 minutes.
- Signal timing was and will continue to be adjusted.
- During this stage, PM commute delays will be significant.

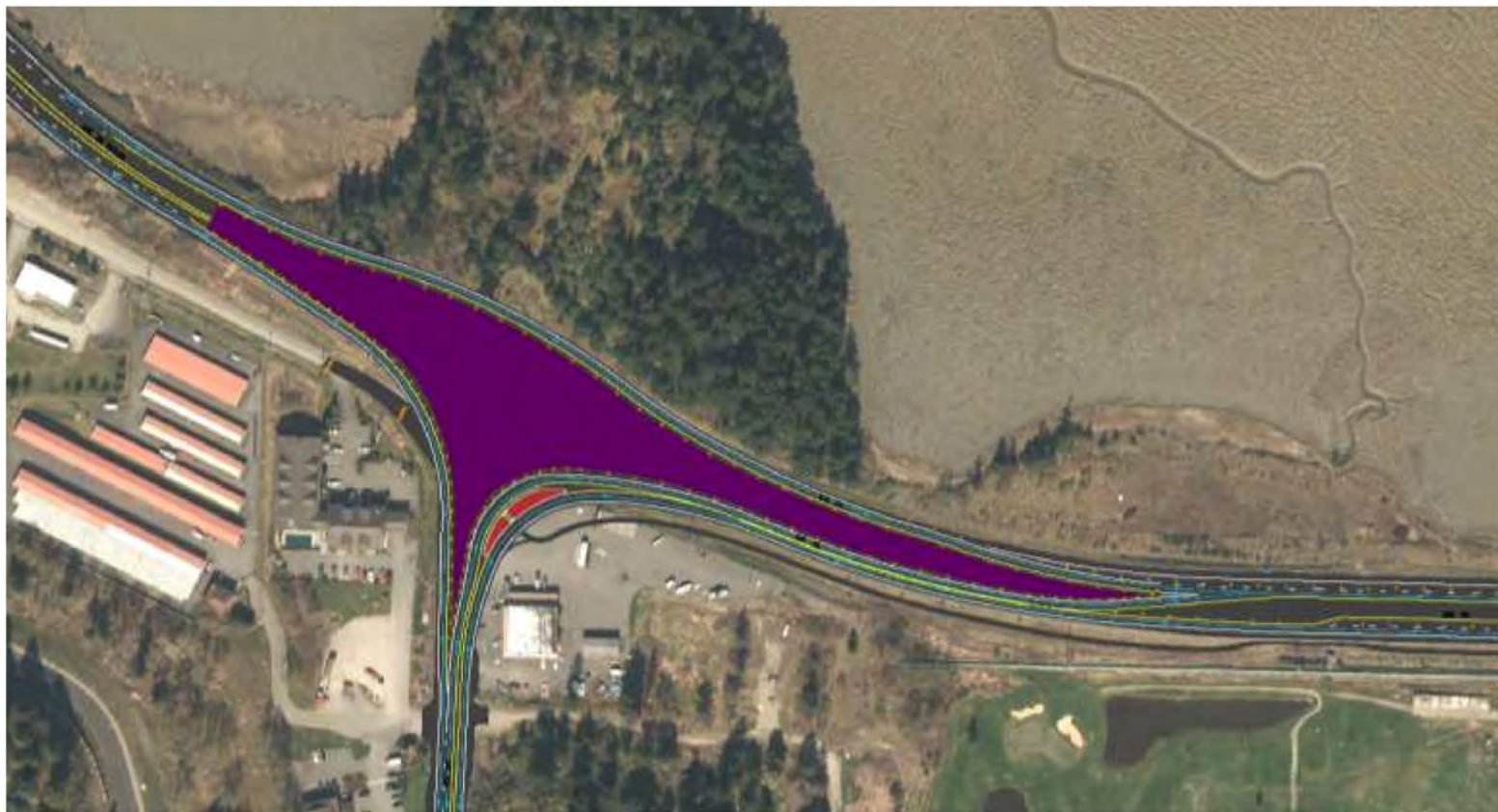




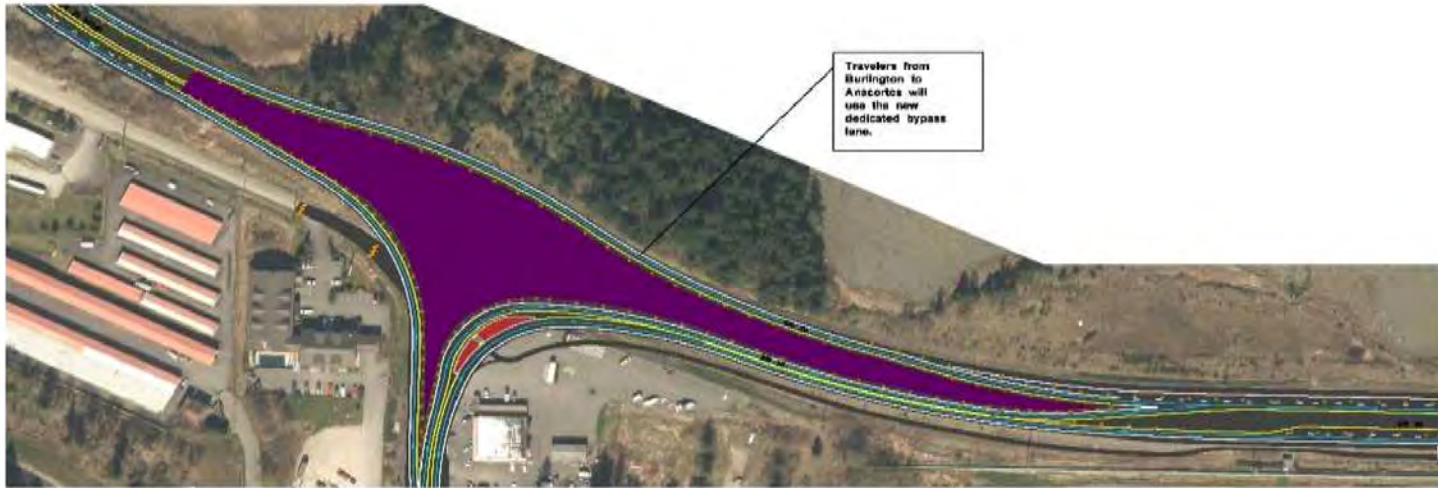
## SR 20 Sharpes Corner – Construction Timeline Phase 3



## SR 20 Sharpes Corner – Construction Timeline Phase 4







Travelers from Burlington to Anacortes will use the new dedicated bypass lane.



Travelers from Anacortes to Burlington must perform a U-turn at the Miller/Gilbreth roundabout.



Travelers from Whidbey Island to Anacortes must perform a U-turn at March's Point Road.

## What crews still have left:

- Bypass lane construction – in two different locations.
- Drainage work.
- Remove signal.
- Roundabout construction.
- Paving up the hill.
- Add barriers to SR 20 between roundabouts.
- Permanent striping.
- Landscaping.



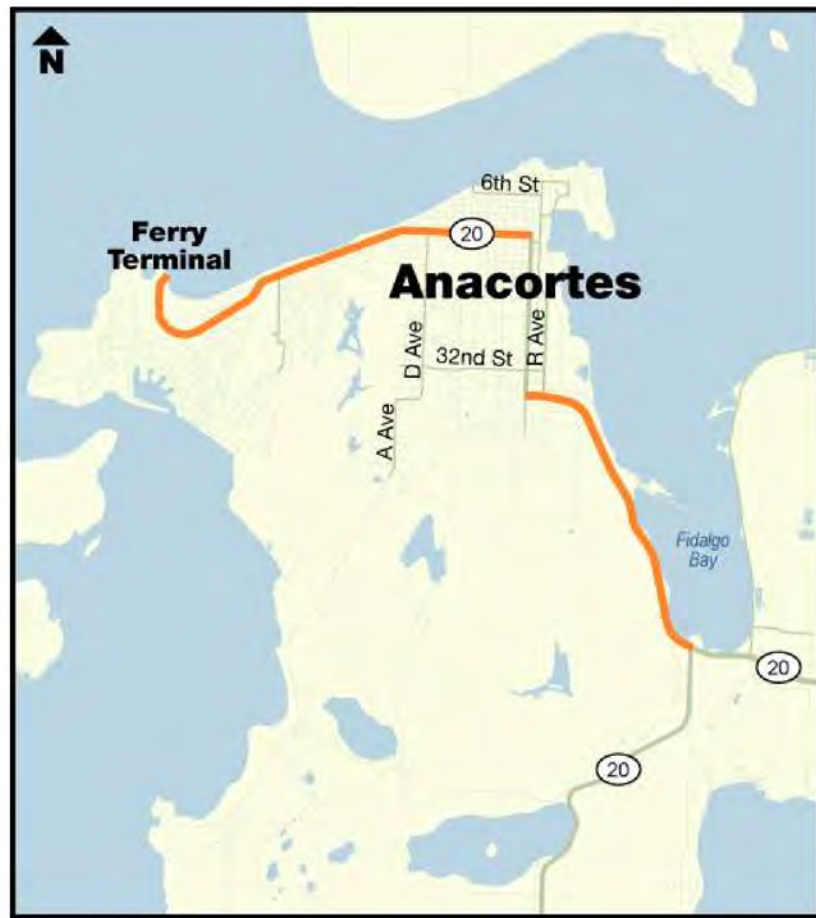
Courtesy Eddie Murdock



# SR 20 Sharpes Corner Roundabout



# SR 20 Spur Paving and ADA Improvements





## SR 20 Spur Paving and ADA Improvements

- Road repair work is done.
- All westbound lanes are repaved.
- This week eastbound lanes being ground and repaved.
- Crews working weeknights 9 p.m. Sunday to 7 a.m. Friday.
- Eastern section (between Sharpes Corner and Commercial Ave.) will be paved during two week lane reduction (4 lanes to 2 lanes). Tentatively scheduled for mid-July.





# WSDOT Projects

QUESTIONS?

- **Andrea.Petrich@wsdot.wa.gov**
- **Weekly emails:**  
[bit.ly/IslandSkagitCoEmail](https://bit.ly/IslandSkagitCoEmail)
- **Project Info:**  
[bit.ly/SharpesCornerRAB](https://bit.ly/SharpesCornerRAB)  
[bit.ly/AnacortesPaving](https://bit.ly/AnacortesPaving)
- **Photos:**  
[bit.ly/SharpesCornerRABPhotos](https://bit.ly/SharpesCornerRABPhotos)  
[bit.ly/AnacortesPavingPhotos](https://bit.ly/AnacortesPavingPhotos)



**Request for Signs at Ship Harbor Preserve, City Council Meeting, 5/ 7/ 18**

*Kathleen Lorence-Flanagan*

A few years ago the Anacortes Park Department started improving the old user-made trails that lead from the WA State Ferry Terminal to Ship Harbor Preserve.



(Photo taken in 2017 of the area where trails were improved.)

Ship Harbor is an important Fish and Wildlife Habitat Area. These trail improvements increased the number of visitors, both human visitors and their dogs which are often off-leash. This increased use is threatening the ability of wildlife to use Ship Harbor Preserve as a place to live and forage. People and dogs regularly frighten and chase herons and other animals on the beach and along the shoreline.

These impacts could be reduced with better signs where the trails begin, at the ferry terminal. Two kinds of signs are needed; enforcement signs explaining our City's leash law and interpretative signs explaining that Ship Harbor is a Preserve that offers wonderful opportunities to see and learn about natural ecosystems and the wildlife that depend on these. Currently the only signs at the ferry terminal relating to dogs are ones that ask people to clean up after their pets.



**Enforcement signs** like this one are needed up on the ferry terminal where all visitors will see them. These signs are inexpensive and could be installed easily and quickly.

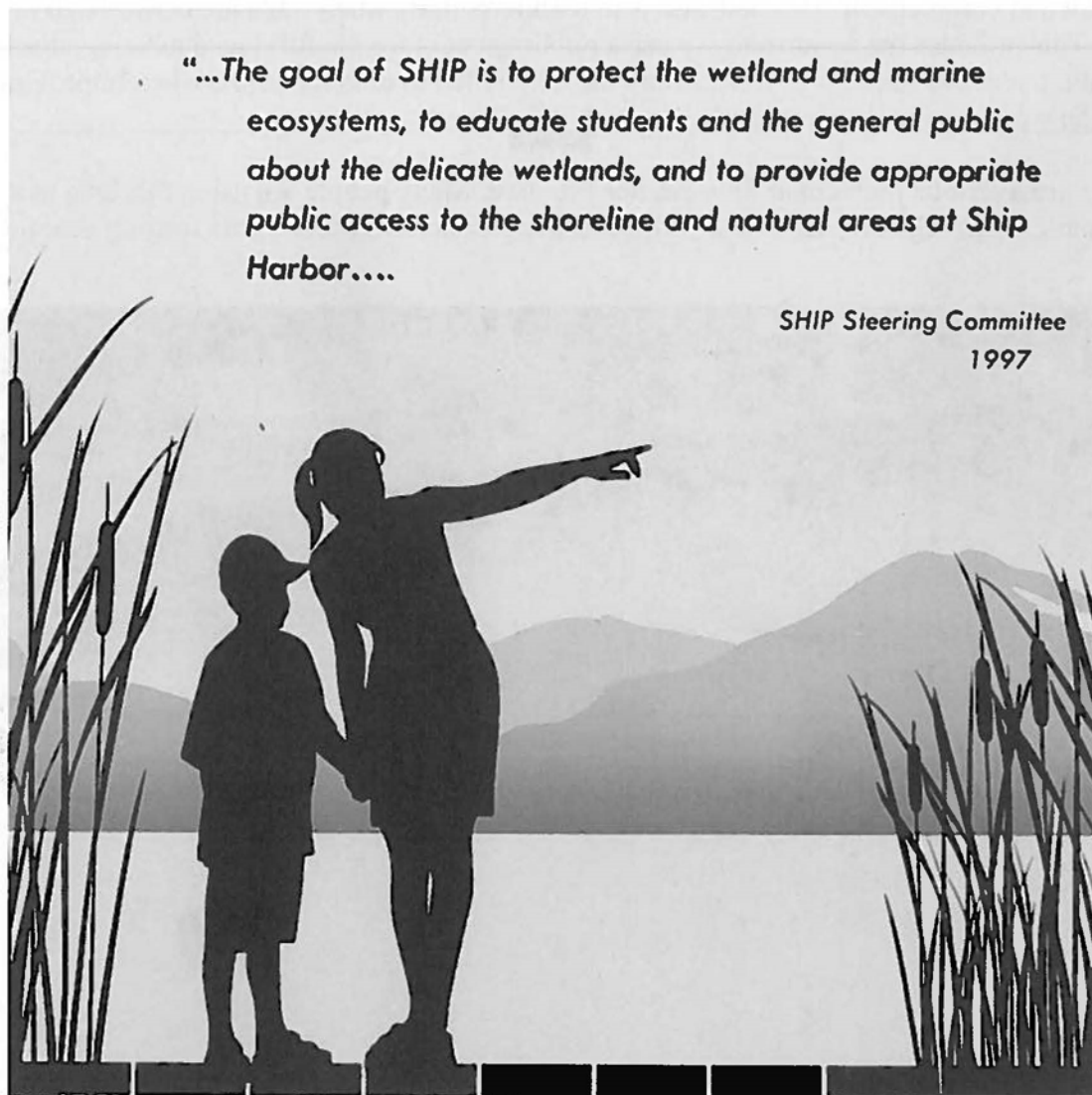


The Director of our Park Department was asked to install these signs in 2016. He said this was not the City's responsibility, that the Port owns the ferry terminal where the signs are needed. The Port was then asked. The Port replied that this was not the Port's responsibility since the leash laws are not the Port's laws and the Port did not improve the trails. Sometime in 2017 the City finally did install the one sign in this photo. However this location, which is on the beach, isn't very effective. Many people do not walk by this sign. The signs are need at the beginning of the trails, up on the ferry terminal.





An interpretative or educational sign is also needed; one that explains that Ship Harbor is a Preserve, a place to enjoy and learn about marine shorelines and wetlands. It could be similar to the sign at the trailhead near Edwards Way which explains the goals of this Preserve.



This kind of sign is more expensive. Perhaps the Anacortes Parks Foundation would help with funding. This sign could introduce visitors to some of the animals they might see, osprey, Virginia rail, purple martin, river otter, Virginia rail and great blue herons. It could offer tips on how to watch and photograph wildlife without frightening the animals away. Hundreds of species of wildlife are seen in Ship Harbor. Attached to this request is a list of species that have been reported at this Preserve from just one birding website. This sign could also explain why the eelgrass beds, the mudflats, and the wetlands are important habitat for many species.

Harassing wildlife is prohibited by a state law. Perhaps this could also be mentioned on the sign. (RCW 77.15.130 )

## **Background Information**

These impacts and the fact that they have not been adequately addressed are good reminders that the City of Anacortes could do a better job of protecting our natural areas and the wildlife that call them “home”. Codes in our Critical Area Ordinance and Shoreline Master Program protect fish and wildlife habitat found in the wetlands and along the shoreline at Ship Harbor. Balancing the City’s desire to provide public access with the requirement to protect these natural areas requires careful planning, management and enforcement. The first step is to require permits when trails are constructed or improved. This provides the opportunity to use a public process for identifying, analyzing, disclosing and mitigating negative impacts. Unfortunately the City failed to obtain permits when improving these trails and the work was never completed.

Loose dogs are a serious problem at Ship Harbor Preserve. Many people are using this area as an off-leash dog park. Dogs regularly chase the widgeons, mergansers and other ducks feeding near the shoreline.



Dogs also chase herons that are trying to feed during the low tide which only last for a short time. One loose dog can mean that herons do not have opportunity to use these rich eelgrass beds for foraging during that day’s brief period of low tide.





Heron foraging is documented at Ship Harbor as part of a citizen science project. Observers are often seeing loose dogs and/or humans chasing birds from the beach.

This dog is just one of the many dogs that are brought to SHIP to run on the beach.  
He ran along the entire length of beach.....





... chasing away every heron that had been fishing in the eelgrass.



Once chased, the herons usually do not usually return before the tide comes back in.

The City never completed its project of improving the trails leading from the ferry terminal.  
Six or seven user-made trails still exist, like the one in the photo below:





The slope has not been successfully planted with native species. The route does not work well. On most winter days, the trails end up at the water's edge at higher tides. This is where many of the birds are feeding. This means a lot of birds are repeatedly chased off the beach as visitors walk the narrow strip of beach from the ferry landing.



A new route is needed. Perhaps a boardwalk between the edge of the shoreline and wetlands would improve access and minimize impacts on animals foraging on the beach.





The original interpretative trails at SHIP were carefully designed to minimize impacts.  
Boardwalks and viewing platforms were used.



The viewing platforms allow visitors to watch wildlife foraging on the beach without frightening the animals away. The constant disturbance of the wildlife is ruining the opportunity for other visitors to enjoy and learn about the wide variety of animals that live in Ship Harbor.



Hopefully the trail (or trails) leading from the ferry terminal can someday go through the permitting process so they too will be well-designed to minimize impacts and the work will finally be completed.











**May 7, 2018**  
**6:00 p.m.**

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

Name

### Topic

Kathleen Lorence - Flanagan  
Win Hopperman  
Walt Gutebock

SHIP signage  
SHIP  
Broadband

Continue on back of sheet as needed

## **City Council Minutes – April 23, 2018**

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At 6:00 p.m. Mayor Laurie Gere announced that prior to the regular meeting, City Council would convene in closed session for no more than 30 minutes to discuss collective bargaining strategy. She clarified that per RCW 42.30.140, such discussions are not subject to the requirements of the Open Public Meetings Act.

At 6:30 p.m. Mayor Laurie Gere called to order the regular Anacortes City Council meeting of April 23, 2018. Councilmembers Eric Johnson, Ryan Walters, Brad Adams, Liz Lovelett, Bruce McDougall and Matt Miller were present. Councilmember Anthony Young was absent.

Ms. Lovelett moved, seconded by Mr. Walters, to excuse the absence of Councilmember Anthony Young from the April 16, 2018 and April 23, 2018 meetings. The motion carried unanimously by voice vote.

The assembly joined in the Pledge of Allegiance.

### **Announcements and Committee Reports**

**Public Safety Committee:** Mr. Miller reported from the committee meeting earlier in the evening. He described the police active shooter training in cooperation with the school district, the renewal of the School Resource Officer MOU with the school district, police budget items for the upcoming biennium, and ongoing mediation with the police guild. Mr. Miller reported that the committee also discussed the upcoming delivery of the remounted ambulance, ongoing investigation of impact fees or other funding mechanisms for the ladder truck and pumper truck, facilities needs at Fire Station 1, and the potential new fire station at March Point.

Mr. Adams noted that the Dakota Creek waiver did not pass in the U.S. Senate the prior week and asked if his colleagues were interested in adopting a resolution supporting DCI and its role in the local economy. Mayor Gere noted that Council had signed a letter to the state's congressional delegation in support of DCI. Mr. Walters encouraged consulting DCI on expression of support would be most useful to them. Mayor Gere advised she would contact DCI in this regard. The mayor added that during Governor Inslee's visit to Anacortes the prior week staff was able to convey to the governor how the issue was crippling the largest shipbuilder in Anacortes and impacting the community with 200 jobs already lost.

### **Public Comment**

No one present wished to address Council on any topic not already on the agenda.

### **Consent Agenda**

Ms. Lovelett removed Item 5b from the Consent Agenda. Ms. Lovelett moved, seconded by Mr. Miller, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of April 16, 2018
- c. Contract Modification: Ambulance Remount 17-122-FIR-001
- d. Contract Award: Library 2nd Floor Carpet Installation 18-067-FAC-001

The following vouchers/checks were approved for payment:  
EFT numbers: 88902 through 88943, total \$371,170.22  
Check numbers: 88944 through 88981, total \$246,785.85  
Wire transfer numbers: 230606 through 231594, total \$4,624.49



b. Approval of Claims in the amount of: \$631,905.59

Ms. Lovelett questioned the \$12,767.43 expenditure to Graybar Electric for a compressor for the Sharpes Corner project. Mr. Johnson reported that he had posed the same question to Public Works Director Fred Buckenmeyer and had been informed that the city had purchased the equipment directly rather than paying a much higher cost to have WSDOT procure it. Ms. Lovelett indicated that she would contact Mr. Buckenmeyer for additional information. Ms. Lovelett moved, seconded by Mr. Miller, to approve Consent Agenda Item 5b. The motion carried unanimously by voice vote.

## **PUBLIC HEARINGS**

### **CDBG - 2018-2022 Consolidated Plan & Action Plan**

Planning Director Don Measamer introduced the final of two required public hearings to consider the proposed projects and the development of the Strategic Plan. He said no comments on the plan had been submitted to date. Mr. Measamer advised that HUD had not issued the actual allocation but the amount was expected to be similar to the \$95K awarded the prior year. He described the four funding applications received and the proposed awards as summarized in the staff memo in the packet materials for the meeting. Mr. Measamer indicated that Council could approve the draft Action Plan based on the estimated funding with the contingency that the dollar amounts would be adjusted when the final allocation was disbursed.

Mr. Measamer reminded that Council had previously expressed interest in possibly allocating to other projects the 20% of the award allowed and traditionally allocated to administrative salary cost, covering the salary expense out of the general fund instead. Councilmembers discussed various options for that funding and the larger question of funding for social services in the city budget. Mr. Measamer reminded that only 15% of the CDBG award could be directed to public services but said the 20% allowed for administrative expense could be redirected to capital projects. He encouraged Council to take action on the plan at the present meeting to avoid additional costs for publication of amended notices and time for further public review.

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

Rachel Kingsley, Weatherization Program Manager for Housing Authority of Skagit County, explained her agency's application and how award of Anacortes CDBG funding for repairs to three low income homes in Anacortes would leverage County and utility funding available for weatherization of those homes.

No one else wishing to address the Council, Mayor Gere closed the public hearing.

Mr. Johnson moved, seconded by Ms. Lovelett, to accept the proposed projects and draft Strategic Plan and Action Plan for submittal to HUD when the final allocations were made. Vote: Ayes – Walters, Adams, Lovelett, McDougall, Miller and Johnson. Motion carried.

Mr. Walters urged that the Housing Affordability & Community Services Committee be tasked with formulating a plan to address public services funding in the general fund budget for the upcoming biennium. Ms. Lovelett indicated that the committee was already engaged in that effort.

## **OTHER BUSINESS**

### **Presentation from HAM Radio and CERT Organizations**

Fire Chief Richard Curtis introduced Rick Wallace of the West Skagit Community Emergency Response Team (CERT) and Richard Rodriguez of the Skagit Amateur Radio Emergency Communications Club (SARCC), aka HAM radio operators, to report on their work in the community in support of emergency preparedness and disaster response and recovery. Chief Curtis said the city relies strongly on these wonderful volunteer organizations.

Rick Wallace, 1219 37<sup>th</sup> Street, said he was proud of the city's efforts for disaster preparedness since the November training drill. Mr. Wallace shared a slide presentation which was added to the packet materials for the meeting. He described the Team's mission of training citizens to keep themselves safe while filling the gaps that will occur in professional emergency response when disaster strikes. Mr. Wallace shared photos demonstrating the group's current training events and listed additional advanced CERT training topics the group would like to pursue. He said there are more than 150 trained CERT members in the West Skagit area. Mr. Wallace thanked Mayor Gere, Councilmember Miller, Chief Curtis, former Councilmember Erica Pickett, and city department heads for supporting preparedness training and thanked other area first responders for supporting CERT's efforts. Mayor Gere thanked the Team for its efforts on behalf of the community. Mr. Johnson and Ms. Lovelett inquired about the possibility of a modified or tailored CERT training for city councilmembers. Mr. Wallace was open to the suggestion and added that the next regular CERT training in October would be held Tuesday and Thursday evenings so would not conflict with regular City Council meetings.

Richard Rodriguez, 1515 16<sup>th</sup> Street, urged the city to invest \$6,750 to expand its emergency communications infrastructure. Mr. Rodriguez shared a slide presentation which was added to the packet materials for the meeting. He summarized the structure and infrastructure of the Skagit Amateur Radio Emergency Communications Club, founded in 2014 and currently at 118 members. Mr. Rodriguez described club activities including public presentations, analysis of effectiveness of digital communications on the island, field days, and middle school STEM camp. He said the operators meet monthly with Chief Curtis and check in weekly with five different counties in the region from a range of sites in Anacortes and on Fidalgo Island to ensure viability of those sites. Mr. Rodriguez suggested new equipment which would upgrade communication ability at the Emergency Operations Center at the Municipal Court building and at Fire Station 1 and add new sites at City Hall and the Operations Shop. Mr. Rodriguez responded to councilmember questions about power and cooling needs for the communications equipment. Mr. Miller emphasized that radio communication is invaluable in emergencies when cell phone service is typically overwhelmed or unavailable. Councilmembers suggested that the Public Safety Committee and Chief Curtis provide more information on the suggested equipment purchases.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council. Mayor Gere thanked the presenters and their many volunteer colleagues in the audience for their service to the community.

#### **Resolution 2011: Declaring Waiver of Competitive Bidding Requirements for WWTP Incinerator Repairs**

Assistant Public Works Director Matt Reynolds presented Resolution 2011 to waive the competitive bidding requirement for the Wastewater Treatment Plant incinerator repair project. His slide presentation was added to the packet materials for the meeting. Mr. Reynolds described needed repair/replacement of components of the incinerator system that has been in operation since the early 1990s. He shared photos of the equipment and systems in question showing the worn components. Mr. Reynolds then reported that \$300K was budgeted for the work for 2017 prior to discovering the tube sheet element of the project. He described staff's efforts to locate contractors able and willing to perform the needed work. He reported that CH Murphy Clark-Ullman Inc. was the only contractor tooled up for that work, that they work on four of the five sludge incinerators in Washington State, and that they have worked for City of Anacortes before with excellent results. Mr. Reynolds summarized RCW 70.95A.090 which allows exemption from competitive bidding for pollution control facilities and shared the certification from DOE designating the WWTP as such a facility. Mr. Reynolds explained the value of waiving competitive bidding and noted that bidding the project would likely increase rather than decrease the price particularly given the current volatility of steel prices. He recommended adopting Resolution 2011.

Mr. Reynolds and Wastewater Treatment Plant Manager Becky Fox responded to councilmember questions about the reliability of the cost estimate and the likelihood of change orders, the comparative cost of replacing the incinerator or continuing to repair it, and alternative processes to incineration. Mr. Adams requested a



schedule of values for sole source contracts to provide councilmembers with a baseline measure of the value of the projects. Mr. Reynolds explained that lump sum bids are typically followed by a schedule of values for calculating progress payments and contract modifications.

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

Mr. Johnson moved, seconded by Mr. Miller, to adopt Resolution 2011 waiving the competitive bidding requirement for the Wastewater Treatment Plant incinerator repair project. Vote: Ayes – Adams, Lovelett, McDougall, Miller, Johnson and Walters. Motion carried.

#### **Contract Award: WWTP Incinerator Repairs 18-065-SEW-001**

Mr. Reynolds requested consent to award a contract in the amount of \$367,706.50 to C H Murphy || Clark-Ullman, Inc. to perform the WWTP Incinerator Repair Project 18-065-SEW-001 providing for the replacement of the crossover duct, tube sheet and a portion of the tubes, and the expansion joints of the incinerator system at the Wastewater Treatment Plant. He referred to the immediately preceding agenda item for explanation.

Ms. Lovelett moved, seconded by Mr. Miller, to authorize the Mayor to sign contract 18-065-SEW-001 with C H Murphy || Clark-Ullman, Inc. in the amount of \$367,706.50 to perform the WWTP Incinerator Repair Project. Vote: Ayes – Lovelett, McDougall, Miller, Johnson, Walters and Adams. Motion carried.

#### **Resolution 2013: Municipal Broadband Network**

Administrative Services Director Emily Schuh recalled the prior week presentations from three Internet Service Providers (ISPs) who had responded to the City's Request for Qualifications. Ms. Schuh said that following up on that meeting, the fiber committee felt a resolution clarifying Council's objectives would be useful. She presented a draft resolution for discussion and review, noting that it had been added to the packet materials for the meeting earlier in the day.

Ms. Schuh first reviewed the five recitals. Ms. Lovelett requested adding language reflecting the city's desire to offer fiber through a publicly owned utility, for the benefit of the public and affordable to the public. Mr. Walters suggested addressing that topic in the Findings section of the resolution. Mr. Walters requested an additional recital stating that the city had accepted a grant in support of a countywide fiber optic network and that the grant agreement had begun to define the city's service area (east of the Swinomish Channel). Mr. Johnson noted that the three presenting ISPs proposed different means of delivering service to end users; he urged Council to define the services and time period it wanted to see in order to evaluate the proposals. Mr. Walters and Mr. McDougall agreed, clarifying that they did not support LTE or DSL or cable networks, only fiber optic, because that is a service not currently available affordably in Anacortes and because the city was the only entity able to leverage its investment in fiber telemetry to provide such service. Mr. McDougall added that the network would need to build out within five years to be worth the investment and that it should strategically futureproof the infrastructure to support evolving technology.

Ms. Schuh next reviewed the Findings section of the resolution. Mr. Walters suggested adding a finding to the effect that the Council finds value in public ownership of critical infrastructure and utility services such as fiber optics. Mr. Adams noted that the Findings focus on fiber infrastructure but that the ISP presentations included many retail services; he asked if offering such services were part of the Council's goal. Mr. Miller urged stating the answer to that question clearly so the public could agree or disagree. He endorsed Finding 6 but added that there is also real financial and quality of life value in having fiber all the way to residences. Mr. Walters said retail ISP services are not precluded by the resolution but that he did not consider those the goal of the initiative. Mr. McDougall observed that to serve the larger strategic goals the local fiber optic network has to be reliably connected to the global internet and that partnerships, possibly with companies that offer additional retail services, may be necessary and desirable to achieve that. Ms. Lovelett observed that offering bundled retail

services did offer convenience to customers but that the more important goal is to get fiber itself connected to residences and businesses. Regarding Finding 5, Mr. Johnson said that cable and DSL are also considered “broadband high speed internet” and so suggested rephrasing as “World-class technology infrastructure, such as fiber optic networks, ~~and municipal broadband high speed internet, ....~~” in Finding 5 and elsewhere in the document.

Ms. Schuh next reviewed the Objectives section of the resolution. She said this section would direct the committee what to negotiate with ISPs to provide. Mr. Walters argued for three additional objectives:

1. Consider leasing the dark fiber to other entities and businesses that need additional capacity or resiliency
2. Operate the fiber optic utility in a self-sustaining way without subsidy from general revenues
3. Prioritize the build out of the network in the city limits and the urban growth area but include a long term vision of serving all of Fidalgo Island

Mayor Gere agreed that the third suggestion would support the countywide fiber initiative as required by the grant from the county. Ms. Lovelett asked if her colleagues wanted to state objectives for the ROI for the network. She strongly urged allowing the public several weeks to review and respond to the draft resolution. Mr. Miller supported all three of Mr. Walters’ proposed additional objectives but said he felt the third objective needed more study. Ms. Lovelett observed that Guemes Island would be an obvious extension of the Anacortes service area. Mr. Johnson asked if Mr. Walters’ second proposed objective would preclude the LID/LUD financing model. Mr. Walters said it would not but noted that LID/LUD tends to involve high overhead costs. He added that after adopting a resolution establishing objectives Council would need to begin the discussion of how to finance the project.

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

Ward MacKenzie, 1302 7<sup>th</sup> Street, identified himself as supporting a fiber optic system in the area. He said that the resolution appeared to establish a policy but that he was concerned about the amorphous business plan. He said given the risks inherent in undertaking a project of this scope, it was incumbent on the city to have a pretty good business case for proceeding. He suggested having a clear idea of the success criteria for the project, to measure whether it has been accomplished. He suggested identifying the network’s customers and stakeholders and what they want to see. Mr. MacKenzie said that would inform a different way of brainstorming solutions to solve identified goals. Mr. Johnson observed that the business plan would be the next work item for City Council.

Patrick Gallagher, 1406 Portalis Court, said that the resolution had engendered a very surface level conversation. Mr. Gallagher strongly suggested that after Council had drafted its policy, it gather volunteers from the public and invite them to question it in detail to determine what still needed to be answered.

Brock Ward, 3119 V Avenue, observed that “futureproof” is a wonderful but amorphous concept and he questioned using the term. Mr. Ward said he definitely wanted high speed internet to his house and was willing to pay for it but said there had to be sufficient added value to commit to that price—that the differential in service had to be worth the cost. Mr. Ward urged establishing the value of the municipal service compared to what was already available in the marketplace in order to achieve public adoption and subscription.

Ms. Lovelett suggested that internet subscribers who could not afford the full cost might qualify for reduced fees using the same established metrics as those used to qualify for utility bill discounts or property tax reduction.

Ruth Barefoot, 4808 Glasgow Way, speaking individually, emphasized how hard it had been to find an affordable high speed internet service provider when she had first moved to Anacortes. Speaking as the library director, Ms. Barefoot described the crucial need for high speed internet access in order to participate



meaningfully in the society and the economy. She said the library helps bridge the gap for those who cannot afford needed service at home and urged supporting affordable access.

No other members of the audience wished to address Council on this issue.

Mr. Walters thanked the public for its comments. He said the Objectives section of the resolution should state that Council authorizes development of a business plan, not building out the network. He suggested that financing construction of fiber connections to structures and pricing services needed to be determined as part of that plan before a service provider could be selected. Mr. Miller agreed. He urged that a revised draft of the resolution be presented for public feedback. Mr. Johnson urged amending Objective 2 to read, “Build a gigabit *dedicated internet access* fiber optic based network throughout the City,” recognizing that service promising gigabit service needed to deliver that speed at all times. Ms. Lovelett agreed and said not getting the service speed they pay for was the biggest complaint she heard from the public.

Ms. Schuh said that staff had developed a worksheet to calculate costing for different fiberhoods and was prepared to take the next logical step in developing the business plan. Mayor Gere summarized that the next steps are to complete the policy, develop a business plan and engage the public. She thanked the community members present for their thoughtful participation in the conversation.

There being no further business, at approximately 8:40 p.m. the Anacortes City Council meeting of April 23, 2018 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 May 7, 2018 City Council meeting:  
[Download this file in OpenDocument spreadsheet format.](#)

| Invoice Doc # | Transaction Date | Invoice #           | Vendor Full Name               | Description                                                            | Total Amount |
|---------------|------------------|---------------------|--------------------------------|------------------------------------------------------------------------|--------------|
| 231951        | 12/28/2017       | 221808              | DEPT OF LABOR & INDUSTRIES     | AFD ELEVATOR                                                           | \$285.40     |
| 231750        | 12/28/2017       | 221809              | DEPT OF LABOR & INDUSTRIES     | LIBRARY ELEVATOR                                                       | \$285.40     |
| 232075        | 1/16/2018        | 5003                | JNR PAVING, INC.               | DEVELOPER AGREEMENT: PAVING PORTION OF ALLEY WAY BLOCK 202             | \$5,082.14   |
| 231751        | 1/25/2018        | 18-1058             | LIFE TEK, INC                  | CPR - C SHIFT                                                          | \$550.00     |
| 231752        | 1/31/2018        | 18-1117             | LIFE TEK, INC                  | PALS, CPR: B SHIFT                                                     | \$1,605.00   |
| 231501        | 3/12/2018        | 300000300008        | PUGET SOUND ENERGY INC         | ENERGY BILLING FOR WWTP AND PUMP 2/6-3//7/18                           | \$22,367.80  |
| 230934        | 3/14/2018        | 18-08139            | EDGE ANALYTICAL, INC           | BLUE HERON TANK 1 VOLATILE ORGANICS ANALYSIS X 2                       | \$404.00     |
| 229955        | 3/14/2018        | 17-33670cm          | EDGE ANALYTICAL, INC           | REFUND ON INVOICE 17-33670                                             | (\$962.00)   |
| 230114        | 3/16/2018        | 64720               | LOWE'S BUSINESS ACCOUNT/GEMB   | MOSS-OUT X 2                                                           | \$28.87      |
| 230932        | 3/20/2018        | 18-08799            | EDGE ANALYTICAL, INC           | 3MG BOOSTER STATION FLUORIDE ANALYSIS                                  | \$24.00      |
| 231774        | 3/20/2018        | WAANA100546         | FASTENAL COMPANY               | WEDGE ANCHORS                                                          | \$77.31      |
| 230416        | 3/23/2018        | 41874               | LOWE'S BUSINESS ACCOUNT/GEMB   | POWER DRILL, MEASURING WHEEL                                           | \$124.93     |
| 231829        | 3/27/2018        | 16143834            | WASHINGTON STATE DEPARTMENT    | OFFICE SUPPLIES - FED SURPLUS ITEMS                                    | \$475.00     |
| 230634        | 3/28/2018        | 113-9133045-6577811 | AMAZON.COM SERVICES, INC       | 2.5 LB ABC DRY CHEMICAL FIRE                                           | \$851.63     |
| 231061        | 3/28/2018        | 18-09593            | EDGE ANALYTICAL, INC           | FINAL EFFLUENT TESTING                                                 | \$126.00     |
| 230983        | 3/29/2018        | 41102               | LOWE'S BUSINESS ACCOUNT/GEMB   | PLANT REPAIR SUPPLIES                                                  | \$217.64     |
| 231496        | 3/30/2018        | 002996              | COASTAL FARM &                 | SAFETY GLOVES, WORK BELT                                               | \$62.58      |
| 232076        | 3/31/2018        | 1274                | SKAGIT COUNCIL OF GOVERNMENTS  | STAFFING SRVCS FOR GROWTH MGMNT ACT SUPPORT IN SK. CO - 1/1/18-3/31/18 | \$539.21     |
| 231451        | 3/31/2018        | 0177                | SKAGIT COUNTY SOLID WASTE FUND | WTP DUMP RUN                                                           | \$45.18      |
| 231631        | 4/1/2018         | 937770/1            | ACE HARDWARE                   | FASTENERS                                                              | \$4.69       |
| 230905        | 4/2/2018         | 113-5540030-4397031 | AMAZON.COM SERVICES, INC       | VELCRO- SHOP SUPPLIES                                                  | \$22.92      |
| 230907        | 4/2/2018         | 113-5773780-4932255 | AMAZON.COM SERVICES, INC       | STORAGE BINS- SHOP SUPPLIES                                            | \$213.85     |
| 231925        | 4/2/2018         | 4-2-18              | NORTHWEST PARKING EQUIPMENT    | 2ND QUARTER PAYSTATION MAINTENANCE WA                                  | \$461.13     |
| 231014        | 4/3/2018         | 64465               | LOWE'S BUSINESS ACCOUNT/GEMB   | PLANT SUPPLIES                                                         | \$21.01      |
| 231738        | 4/4/2018         | 225869              | DEPT OF LABOR & INDUSTRIES     | WTP ANNUAL ELEVATOR INSPECTION                                         | \$32.00      |
| 231831        | 4/4/2018         | 6721                | RADARSIGN, LLC                 | RADAR AND SPEED SIGN                                                   | \$3,714.00   |
| 231635        | 4/4/2018         | 0042079-IN          | TMG SERVICES, INC              | PUMPHEAD COVER X 2                                                     | \$220.81     |
| 230307        | 4/5/2018         | 18-09837            | EDGE ANALYTICAL, INC           | THICKENED SLUDGE TESTING                                               | \$207.00     |
| 231745        | 4/5/2018         | 04/05/2018          | FIDALGO CLEANING               | CLEANING                                                               | \$25.00      |



| Invoice Doc # | Transaction Date | Invoice #           | Vendor Full Name              | Description                                                   | Total Amount |
|---------------|------------------|---------------------|-------------------------------|---------------------------------------------------------------|--------------|
| 231103        | 4/6/2018         | 113-7483588-4236200 | AMAZON.COM SERVICES, INC      | WATERPROOF I-PHONE CASES                                      | \$99.63      |
| 231351        | 4/9/2018         | 113-0706735-6994668 | AMAZON.COM SERVICES, INC      | CLEAR SHELF LABEL HOLDERS                                     | \$18.43      |
| 231350        | 4/9/2018         | 113-0984643-4134607 | AMAZON.COM SERVICES, INC      | REPLACEMENT HUB CAP RED PLY 1 1/8 WHEEL                       | \$10.50      |
| 231352        | 4/9/2018         | 113-1362353-6478627 | AMAZON.COM SERVICES, INC      | STEMCO 3/4" RED HUB CAP PLUG                                  | \$30.60      |
| 231171        | 4/9/2018         | 14787545            | HD FOWLER COMPANY INC         | SAMPLING STATION                                              | \$712.49     |
| 231929        | 4/9/2018         | 34053259            | INGRAM LIBRARY SERVICES, LLC  | BOOKS - ADULT                                                 | \$19.52      |
| 231928        | 4/9/2018         | 34053260            | INGRAM LIBRARY SERVICES, LLC  | BOOKS - ADULT                                                 | \$553.38     |
| 231646        | 4/9/2018         | 0122376             | PACIFIC TIRE COMPANY, INC     | SERVICE- VEH #513                                             | \$47.74      |
| 231845        | 4/9/2018         | 2ND QTR JUDICIAL    | SKAGIT COUNTY DISTRICT COURT  | JUDICIAL BILLING                                              | \$15,595.00  |
| 232211        | 4/10/2018        | 765481              | BAYSHORE OFFICE PRODUCTS INC  | OFFICE SUPPLIES                                               | \$256.21     |
| 231840        | 4/10/2018        | 765363              | BAYSHORE OFFICE PRODUCTS INC  | OFFICE SUPPLIES - FINANCE & PUB DEF                           | \$24.36      |
| 231456        | 4/10/2018        | 26320               | DAHL ELECTRIC, INC            | SUMP PUMP CIRCUIT REPAIR                                      | \$343.32     |
| 231297        | 4/10/2018        | 07311               | LOWE'S BUSINESS ACCOUNT/GEMB  | JUMPER CABLES                                                 | \$82.53      |
| 231907        | 4/10/2018        | 1623172             | MILES SAND & GRAVEL CO.       | SAND - FIBER PROJECT                                          | \$960.01     |
| 231363        | 4/11/2018        | 113-7494521-7102656 | AMAZON.COM SERVICES, INC      | TUBE LIGHT BULB- SHOP                                         | \$292.94     |
| 231585        | 4/11/2018        | 113-9537405-7636221 | AMAZON.COM SERVICES, INC      | UTILITY SEATS- VEH #831                                       | \$216.99     |
| 231362        | 4/11/2018        | 113-9611276-8141018 | AMAZON.COM SERVICES, INC      | AUDIO CABLE- SHOP SUPPLY                                      | \$6.28       |
| 231449        | 4/11/2018        | 95064652            | ECO SERVICES OPERATIONS CORP  | ALUMINUM SULFATE                                              | \$4,458.05   |
| 232089        | 4/11/2018        | 1200113766          | HDR ENGINEERING, INC          | BLUE HERON CIRCLE RESERVOIR PROJECT DESIGN<br>3/4/18-3/31/18  | \$1,769.00   |
| 231296        | 4/11/2018        | R069445             | PLATT ELECTRIC SUPPLY INC     | BULBS                                                         | \$9.17       |
| 231830        | 4/11/2018        | 4/11/18             | SHLOSSER, CAL                 | REIMBURSEMENT FOR TRAVEL EXPENSES TO                          | \$160.40     |
| 231841        | 4/12/2018        | 765762              | BAYSHORE OFFICE PRODUCTS INC  | FILE HOLDER - PUB DEF                                         | \$7.14       |
| 231644        | 4/12/2018        | 7486                | DALCO INC                     | REPAIRS TO PRESSURE WASHER- #9905                             | \$483.03     |
| 231640        | 4/12/2018        | 6081697             | FERGUSON ENTERPRISES, INC     | REPAIR KIT FOR LOW PRESSURE REGULATOR                         | \$35.26      |
| 231833        | 4/12/2018        | 4764                | FIRE SERVICE REPAIR LLC       | PUMP TESTS ON ALL APPARATUS, REPAIR ON                        | \$2,121.28   |
| 231637        | 4/12/2018        | 10916940            | HACH COMPANY                  | HARDNESS STORAGE SOLUTION X 2                                 | \$77.36      |
| 231920        | 4/12/2018        | 22727               | JET CITY TRUCKING & AGGREGATE | STOCKPILED SAND                                               | \$725.85     |
| 231823        | 4/13/2018        | 41318               | ANACORTES TOWING, LLC         | TOWING; APD CASE 18-A02610                                    | \$162.75     |
| 231641        | 4/13/2018        | 6093625             | FERGUSON ENTERPRISES, INC     | REPAIR KIT FOR LOW PRESSUR REGULATOR                          | \$35.33      |
| 231949        | 4/13/2018        | 009712135           | GALLS, LLC.                   | UNIFORM SHIRT; CAPT FULLER                                    | \$47.69      |
| 232084        | 4/13/2018        | Pay App2            | GRANITE CONSTRUCTION COMPANY  | MARCH POINT ROAD SHOULDER WIDENING PROJECT<br>3/25/18-4/13/18 | \$13,850.00  |
| 231736        | 4/13/2018        | R990641             | KAMAN INDUSTRIAL TECHNOLOGIES | SINGLE POINT LUBRICATOR                                       | \$972.86     |

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|---------------|------------------|---------------------|--------------------------------|----------------------------------------------------------------------|--------------|
| 232094        | 4/13/2018        | 00636               | PACIFIC MARINE FABRICATION LLC | STAINLESS STEEL TUBES, MACHINE WORK, WELDER RENTAL FOR FIBER PROJECT | \$193.40     |
| 231695        | 4/14/2018        | 44881               | LAKESIDE INDUSTRIES, INC.      | 3/4 & 5/8 ROCK - FIBER PROJECT                                       | \$315.31     |
| 231694        | 4/14/2018        | 44882               | LAKESIDE INDUSTRIES, INC.      | DUMP FEES                                                            | \$148.26     |
| 231912        | 4/15/2018        | 344                 | BLUE COW CARWASH               | JAN, FEB, MARCH CAR WASHES- 27                                       | \$243.00     |
| 231914        | 4/15/2018        | 1272481             | DISA GLOBAL SOLUTIONS INC      | AUDIOMETRIC TEST AND TRAINING                                        | \$35.00      |
| 231697        | 4/16/2018        | 85280               | A-1 MOBILE LOCK AND KEY, INC.  | REPLACEMENT LOCKS FOR INTERPERTIVE CENTER                            | \$146.48     |
| 231527        | 4/16/2018        | 113-1369597-1998606 | AMAZON.COM SERVICES, INC       | SPEAKER FOR OPS LUNCHROOM COMPUTER                                   | \$103.06     |
| 231933        | 4/16/2018        | 6354629             | DEMCO, INC.                    | PROCESSING SUPPLIES                                                  | \$430.54     |
| 231533        | 4/16/2018        | cpls                | DEPARTMENT OF LICENSING        | CPLS TO D.O.L.; MARCH 2018                                           | \$786.00     |
| 231639        | 4/16/2018        | 0592385             | FERGUSON ENTERPRISES, INC      | PVC PARTS                                                            | \$125.00     |
| 231827        | 4/16/2018        | 041618              | FIDALGO CLEANING               | CLEANING & SUPPLIES                                                  | \$700.00     |
| 231820        | 4/16/2018        | 009721448           | GALLS, LLC.                    | UNIFORM PATCHES AND EMBLEMS                                          | \$6.17       |
| 231645        | 4/16/2018        | 41600267757         | LES SCHWAB TIRE CENTERS        | CHAINS- VEH #162                                                     | \$108.45     |
| 231514        | 4/16/2018        | 300000290027        | PUGET SOUND ENERGY INC         | WTP RESERVOIR & PUMP STATIONS 3/8/18-4/5/18                          | \$3,321.02   |
| 231919        | 4/16/2018        | 1215968             | SURETY PEST CONTROL            | STA 3: APRIL SERVICE                                                 | \$44.49      |
| 232077        | 4/16/2018        | RE-313-ATB80416115  | WASHINGTON STATE DEPARTMENT    | PS&E REVIEW FOR 32ND ST & D AVE IMPROVEMENTS                         | \$35.51      |
| 232088        | 4/17/2018        | 29445               | ASPECT CONSULTING, LLC         | PAVEMENT REHABILITATION EVALUATIONS 2/27/18-3/30/18                  | \$4,635.55   |
| 231844        | 4/17/2018        | 765870              | BAYSHORE OFFICE PRODUCTS INC   | OFFICE SUPPLIES - NCR PAPER                                          | \$95.46      |
| 231832        | 4/17/2018        | 82841220            | BOUND TREE MEDICAL, LLC        | PHARMACEUTICALS                                                      | \$92.50      |
| 231948        | 4/17/2018        | APRIL 2018          | CLEAN & CLIP GROOMING          | K9 T-BONE GROOMING                                                   | \$50.00      |
| 232086        | 4/17/2018        | 59706               | CODE PUBLISHING COMPANY        | CODIFICATION SERVICES - WEB UPDATE 3/22/18                           | \$95.26      |
| 231735        | 4/17/2018        | 8498 30 017 0543538 | COMCAST                        | DEPOT 611 R AVENUE - 4/22-5/21/18                                    | \$186.12     |
| 231934        | 4/17/2018        | 009736376           | GALLS, LLC.                    | PATROL SUPPLIES; OC SPRAY                                            | \$83.00      |
| 231926        | 4/17/2018        | 34188094            | INGRAM LIBRARY SERVICES, LLC   | BOOKS - ADULT                                                        | \$262.91     |
| 231927        | 4/17/2018        | 34188095            | INGRAM LIBRARY SERVICES, LLC   | BOOKS - ADULT                                                        | \$838.30     |
| 231759        | 4/17/2018        | 4021448             | ISLAND FAMILY PHYSICIANS       | PHYSICAL EXAM - SWANSON                                              | \$276.00     |
| 232091        | 4/17/2018        | 1633-17             | MAKERS ARCHITECTURE            | ZONING, DEV & DESIGN STDS MARCH 2018                                 | \$5,945.00   |
| 231922        | 4/17/2018        | 18-20518            | NORTHWEST SAFETY CLEAN         | BUNKER SET REPAIR                                                    | \$188.15     |
| 231643        | 4/17/2018        | 001-399023          | PISTON SERVICE OF ANACORTES    | RV PLUG- VEH #145                                                    | \$16.68      |
| 231642        | 4/17/2018        | 001-399040          | PISTON SERVICE OF ANACORTES    | RELAY- VEH #016                                                      | \$16.43      |
| 231734        | 4/17/2018        | 001-399059          | PISTON SERVICE OF ANACORTES    | HYDRAULIC FITTINGS #511                                              | \$49.16      |
| 231638        | 4/17/2018        | P680421             | PLATT ELECTRIC SUPPLY INC      | LED BULBS                                                            | \$493.06     |
| 231742        | 4/17/2018        | 027071              | SEBO'S DO-IT CENTER            | MAINTENANCE SUPPLIES - MHC                                           | \$43.38      |
| 231634        | 4/17/2018        | RS18026246          | SHIFTNOTE, LLC                 | WTP SERVICE 5/1/18-7/31/18                                           | \$119.85     |



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|---------------|------------------|----------------|--------------------------------|---------------------------------------------------|--------------|
| 231898        | 4/17/2018        | 96711943       | ULINE, INC.                    | CUSTOM ACE LABELS FOR OUTREACH                    | \$101.01     |
| 231899        | 4/18/2018        | 300-10039994   | ALL BATTERY SALES & SERVICE    | WORKLAMP ROUAND, 6 LED FOR VEH #102               | \$195.23     |
| 232175        | 4/18/2018        | 101412         | ASSOCIATION OF WASHINGTON      | MAY, SUPPLEMENTAL LIFE INSURANCE PREMIUM          | \$414.71     |
| 231740        | 4/18/2018        | 766394         | BAYSHORE OFFICE PRODUCTS INC   | OFFICE SUPPLIES                                   | \$40.57      |
| 231636        | 4/18/2018        | 766558         | BAYSHORE OFFICE PRODUCTS INC   | MARKERS AND POST-IT FLAGS                         | \$20.59      |
| 231826        | 4/18/2018        | 038 200 0000 2 | CASCADE NATURAL GAS CORP.      | APD 3/20/18-4/17/18                               | \$556.50     |
| 231904        | 4/18/2018        | 154 700 0000 9 | CASCADE NATURAL GAS CORP.      | LIBRARY 3/20 - 4/17/18                            | \$819.13     |
| 231744        | 4/18/2018        | 199 800 0000 4 | CASCADE NATURAL GAS CORP.      | MUSEUM 3/20-4/17/18                               | \$78.42      |
| 231701        | 4/18/2018        | 260 037 3822 1 | CASCADE NATURAL GAS CORP.      | 611 R AVENUE 3/20-4/17/18                         | \$240.65     |
| 231699        | 4/18/2018        | 440 400 0000 0 | CASCADE NATURAL GAS CORP.      | FIDALGO CENTER 3/20-4/17/18                       | \$449.83     |
| 231702        | 4/18/2018        | 538 000 0000 1 | CASCADE NATURAL GAS CORP.      | 411 HILLCREST DR. 3/17-4/20/18                    | \$36.72      |
| 231703        | 4/18/2018        | 638 000 0000 0 | CASCADE NATURAL GAS CORP.      | 411 HILLCREST DR. #B, 3/17-4/20/18                | \$11.57      |
| 231897        | 4/18/2018        | 710 300 0000 5 | CASCADE NATURAL GAS CORP.      | OPERATIONS 03/20 - 04/17/2018                     | \$695.66     |
| 231700        | 4/18/2018        | 795 700 0000 4 | CASCADE NATURAL GAS CORP.      | CITY HALL 3/20-4-17/18                            | \$856.07     |
| 231743        | 4/18/2018        | 912 800 0000 0 | CASCADE NATURAL GAS CORP.      | CARNEGIE 3/20 - 4/17/18                           | \$240.65     |
| 231704        | 4/18/2018        | 989 800 0000 8 | CASCADE NATURAL GAS CORP.      | WWTP INCINERATOR 3/20-4/17/18                     | \$11.57      |
| 231930        | 4/18/2018        | 34210398       | INGRAM LIBRARY SERVICES, LLC   | BOOKS - ADULT                                     | \$290.65     |
| 231730        | 4/18/2018        | 3-105452       | LOUIS AUTO GLASS INC.          | REPLACE WINDSHIELD ON VEHICLE #102                | \$248.92     |
| 231979        | 4/18/2018        | 308082         | MUSCO SPORTS LIGHTING LLC      | VOLUNTEER FIELD BASEBALL LIGHTING                 | \$1,777.97   |
| 231732        | 4/18/2018        | 001-399158     | PISTON SERVICE OF ANACORTES    | SYNTHETIC 75/140 TRANS/DIF #012                   | \$61.85      |
| 231910        | 4/18/2018        | 0220362-IN     | REISNER DISTRIBUTOR INC        | OIL- SHOP SUPPLIES                                | \$1,806.78   |
| 231698        | 4/18/2018        | 5053160331     | RICOH USA, INC                 | S/N C86112175 3RD FL COPIER 1/21-4/20/18          | \$2,301.97   |
| 231843        | 4/18/2018        | 22066          | SOUND SEAL AND PACKING         | REBUILD MECHANICAL SEAL                           | \$709.26     |
| 231953        | 4/18/2018        | 331 0400247    | UNIFIRST CORPORATION           | WTP WEEKLY LAUNDRY SERVICE                        | \$51.21      |
| 231954        | 4/18/2018        | 331 0400263    | UNIFIRST CORPORATION           | WTP WEEKLY LAUNDRY SERVICE FOR INTERN TROY HOLMES | \$5.69       |
| 231836        | 4/18/2018        | 1849947.002    | WITMER PUBLIC SAFETY GROUP INC | 5 REPLACEMENT HELMETS                             | \$1,169.80   |
| 231824        | 4/19/2018        | 4182018        | ANACORTES TOWING, LLC          | TOWING; APD CASE 18-A02745                        | \$162.75     |
| 231828        | 4/19/2018        | 1990674038     | ARAMARK                        | APD NYLON MATS CLEANED                            | \$16.28      |
| 231908        | 4/19/2018        | 1990674046     | ARAMARK                        | OPS & PARKS LAUNDRY SVC FOR                       | \$62.39      |
| 231913        | 4/19/2018        | 232217         | BAY CITY SUPPLY                | FACILITY SUPPLIES                                 | \$86.78      |
| 232078        | 4/19/2018        | V-505          | BLYTHE PLUMBING & HEATING, INC | LIBRARY SERVER ROOM HVAC                          | \$10,800.09  |
| 231754        | 4/19/2018        | 169 400 0000 9 | CASCADE NATURAL GAS CORP.      | STA 2: 3/20 - 4/17                                | \$93.35      |
| 231753        | 4/19/2018        | 674 400 0000 7 | CASCADE NATURAL GAS CORP.      | STA 1: 3/20 - 4/17                                | \$164.12     |
| 231749        | 4/19/2018        | 917 600 0000 9 | CASCADE NATURAL GAS CORP.      | 1915 13TH ST. 3/20-4/17/18                        | \$46.96      |
| 232186        | 4/19/2018        | 59765          | CODE PUBLISHING COMPANY        | CODIFICATION SERVICES - 27 ARCHIVAL VERSIONS      | \$4,394.25   |
| 231746        | 4/19/2018        | 04/19/2018     | FIDALGO CLEANING               | CLEANING                                          | \$100.00     |
| 231822        | 4/19/2018        | 009748477      | GALLS, LLC.                    | UNIFORM PATCHES AND EMBLEMS                       | \$14.09      |
| 231819        | 4/19/2018        | 009748536      | GALLS, LLC.                    | UNIFORM CAPTAIN BARS; CAPT FULLER                 | \$7.60       |

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|---------------|------------------|-------------------------|--------------------------------|-----------------------------------------------------------------|--------------|
| 232033        | 4/19/2018        | MV189056                | MOTOR TRUCKS, INC              | OPERATING SUPPLIES- VEH #219                                    | \$799.29     |
| 231731        | 4/19/2018        | 001-399249              | PISTON SERVICE OF ANACORTES    | WIPER BLADES FOR CAR #050                                       | \$12.48      |
| 231905        | 4/19/2018        | 001-399259              | PISTON SERVICE OF ANACORTES    | FILTER- SHOP SUPPLIES                                           | \$9.65       |
| 231729        | 4/19/2018        | 0557599-IN              | REISNER DISTRIBUTOR INC        | OIL SORBENT SPILL PADS 200CT                                    | \$141.14     |
| 232034        | 4/19/2018        | 5                       | SCOTT MILO GALLERY/FRAMEMAKER  | CHANGE OUT TWO PICTUES AND ONE PLAQUE -                         | \$50.04      |
| 231747        | 4/19/2018        | 157705                  | SCOTT RICHARDS INSURANCE, INC  | INLAND MARINE - ADDED ER2934 2018 GENESIS MACH<br>1/1/18-1/1/19 | \$99.20      |
| 231748        | 4/19/2018        | 157706                  | SCOTT RICHARDS INSURANCE, INC  | BUSINESS AUTO - ADDING 2 INTN'T DUMP TRUCKS<br>1/1/18-1/1/19    | \$979.04     |
| 232170        | 4/19/2018        | 20066-1                 | SUMMIT LAW GROUP, PLLC         | LEGAL SERVICES, POLICE                                          | \$7,907.58   |
| 232177        | 4/19/2018        | 1215930                 | SURETY PEST CONTROL            | RODENT CONTROL @ CITY HALL                                      | \$43.40      |
| 231918        | 4/19/2018        | 1527733                 | WASHINGTON TRACTOR, INC        | HEDGE TRIMMER # 13-941                                          | \$486.93     |
| 231842        | 4/20/2018        | 113-2703781-<br>8897806 | AMAZON.COM SERVICES, INC       | AC POWER CORD CABLES                                            | \$11.86      |
| 231741        | 4/20/2018        | 766397                  | BAYSHORE OFFICE PRODUCTS INC   | OFFICE FURNITURE                                                | \$227.84     |
| 232087        | 4/20/2018        | 59787                   | CODE PUBLISHING COMPANY        | CODIFICATION SERVICES - WEB UPDATE 4/16/18                      | \$95.26      |
| 231835        | 4/20/2018        | WAANA101565             | FASTENAL COMPANY               | RESTACK MAINTENANCE SUPPLIES                                    | \$217.97     |
| 231821        | 4/20/2018        | 009756713               | GALLS, LLC.                    | UNIFORM PATCHES AND EMBLEMS                                     | \$14.09      |
| 231756        | 4/20/2018        | GIS-6492                | GEOGRAPHIC INFORMATION SERVICE | 15 HOUR BLOCK LABOR FOR GIS SUPPORT                             | \$2,500.00   |
| 231839        | 4/20/2018        | BINV0006824             | GOBLE SAMPSON ASSOCIATES, INC  | REPLACEMENT PUMPHEADS X 2                                       | \$479.24     |
| 231923        | 4/20/2018        | 953927-0                | KEENEY'S OFFICE SUPPLY, INC.   | OFFICE SUPPLIES - LEGAL & FINANCE                               | \$31.43      |
| 231739        | 4/20/2018        | ReimbLudemann           | LUDEMANN, WILLIAM              | MILEAGE/MEAL REIMBURSEMENT                                      | \$88.74      |
| 231758        | 4/20/2018        | 2604                    | NW CLEANERS                    | LIBRARY WEEKLY CLEANING                                         | \$2,388.00   |
| 231757        | 4/20/2018        | 2610                    | NW CLEANERS                    | STATION 1 WEEKLY CLEANING FOR APRIL                             | \$488.00     |
| 231733        | 4/20/2018        | 001-399098              | PISTON SERVICE OF ANACORTES    | REAR AXLE SHAFT, BEARINGS, OIL SEALS,                           | \$200.41     |
| 231903        | 4/20/2018        | 001-399399              | PISTON SERVICE OF ANACORTES    | BELTS FOR #115A                                                 | \$62.04      |
| 231902        | 4/20/2018        | 001-399411              | PISTON SERVICE OF ANACORTES    | PAINT #036                                                      | \$23.33      |
| 231906        | 4/20/2018        | 001-399431              | PISTON SERVICE OF ANACORTES    | LAMPS #115                                                      | \$8.75       |
| 232176        | 4/20/2018        | 1218207                 | SURETY PEST CONTROL            | PEST MAINTENANCE FOR WASHINGTON PARK                            | \$55.34      |
| 232082        | 4/21/2018        | 45901                   | LAKESIDE INDUSTRIES, INC.      | WA CLASS G ASPHALT                                              | \$533.96     |
| 231825        | 4/21/2018        | 00005W5A83168           | UNITED PARCEL SERVICE, INC     | UPS SHIPPING CHARGES; WEEK END 4-21-18                          | \$7.35       |
| 231900        | 4/21/2018        | 8136 50 291<br>0005268  | WAVE                           | FIBER LEASE WTP TO CITY HALL 5/1-5/31/18                        | \$320.12     |
| 232060        | 4/22/2018        | 8124584465              | SHRED-IT USA, LLC              | OLD RECORDS DESTROYED - APD                                     | \$46.60      |
| 232063        | 4/22/2018        | 8124587533              | SHRED-IT USA, LLC              | CONTAINER SHREDDING - CITY HALL                                 | \$33.28      |
| 231980        | 4/23/2018        | 113-4215725-<br>2706619 | AMAZON.COM SERVICES, INC       | SPACE HEATERS                                                   | \$433.80     |
| 231956        | 4/23/2018        | 42018                   | ANACORTES TOWING, LLC          | TOWING; APD CASE 18-A02815                                      | \$162.75     |
| 231957        | 4/23/2018        | 42118                   | ANACORTES TOWING, LLC          | TOWING; APD CASE 18-A02831                                      | \$162.75     |
| 231834        | 4/23/2018        | 1990677971              | ARAMARK                        | LAUNDRY SERVICE FOR WWTP                                        | \$71.61      |



| Invoice Doc # | Transaction Date | Invoice #           | Vendor Full Name               | Description                                               | Total Amount |
|---------------|------------------|---------------------|--------------------------------|-----------------------------------------------------------|--------------|
| 231999        | 4/23/2018        | 3052                | COASTAL FARM &                 | RAIN GEAR, GLOVES CF, CDS                                 | \$399.91     |
| 231955        | 4/23/2018        | 18-13703            | EDGE ANALYTICAL, INC           | BLUE HERON STATION FLUORIDE ANALYSIS                      | \$24.00      |
| 231997        | 4/23/2018        | 007J0871            | HARRINGTON INDUSTRIAL          | TUBE CONNE BARB X 11                                      | \$6.45       |
| 231909        | 4/23/2018        | MARCH 2018          | HUMANE SOCIETY OF              | STRAY/ABANDONED ANIMALS - 18-A01665 AND 18-A01819         | \$91.00      |
| 231911        | 4/23/2018        | 00088367            | OWEN EQUIPMENT COMPANY         | TACH SENSOR FOR TRUCK #610                                | \$283.32     |
| 232000        | 4/23/2018        | CD99026459          | PCE PACIFIC INC                | ROSEMOUNT PB/ORP SENSOR W/VP CONNECTOR                    | \$2,633.36   |
| 231838        | 4/23/2018        | ReimbPye            | PYE, STEPHEN                   | LIBRARY REFUND REQUEST                                    | \$25.00      |
| 231924        | 4/23/2018        | 188731              | REECE, STORMIE                 | DEPOT CLEANING APRIL                                      | \$550.00     |
| 231916        | 4/23/2018        | 0104684-IN          | SWS EQUIPMENT                  | PUMP LINE PACK 40 GPM PUMP FOR TRUCK                      | \$3,163.86   |
| 231982        | 4/24/2018        | 113-0205462-3848252 | AMAZON.COM SERVICES, INC       | SAW BLADE PACK                                            | \$410.74     |
| 231983        | 4/24/2018        | 163984I-5           | BIRCH EQUIPMENT CO., INC       | RENTAL CONTAINER JOB SHACK 8 FT X 20 FT                   | \$265.82     |
| 231921        | 4/24/2018        | 3096877             | CARDINAL HEALTH 110, INC.      | PHARMACEUTICALS                                           | \$334.09     |
| 232030        | 4/24/2018        | 93282383            | EN POINTE TECHNOLOGIES         | MICROSOFT SOFTWARE                                        | \$26,252.66  |
| 232028        | 4/24/2018        | 119100              | FRONTIER FORD                  | HOOD CABLE- VEH #047                                      | \$38.42      |
| 231065        | 4/24/2018        | I4801875            | HD FOWLER COMPANY INC          | WATER INVENTORY RESTOCK                                   | \$3,316.35   |
| 231931        | 4/24/2018        | ReimbReynolds       | REYNOLDS, GAYLORD              | MEAL REIMBURSEMENT                                        | \$51.00      |
| 231935        | 4/24/2018        | REIMB               | RICHTER, JACQUELINE            | TRAINING PER DIEM; SGT RICHTER                            | \$165.00     |
| 231995        | 4/24/2018        | 632404              | SAN DIEGO POLICE EQUIP CO INC  | TRAINING AMMO                                             | \$199.84     |
| 231987        | 4/24/2018        | 2657                | SKAGIT COUNTY SHERIFF'S OFFICE | NW MINI CHAIN; 1ST QTR 2018                               | \$2,464.64   |
| 231932        | 4/24/2018        | ReimbSteffen        | STEFFEN, PHILIP                | STEFFEN TRAVEL MEALS WPTA CONFERENCE                      | \$66.00      |
| 232169        | 4/24/2018        | ReimbStewart        | STEWART, JOANN                 | TRAVEL TO EVERETT/SEATTLE FOR HUD                         | \$19.01      |
| 231901        | 4/24/2018        | 31444428            | SURVEYMONKEY, INC.             | ADVATAGE ANNUAL PLAN (TEAM) 6/8/18-6/7/19                 | \$420.00     |
| 231915        | 4/24/2018        | 60171314            | WILSON DDS, NICHOLAS J         | MEAD, DENTAL SERVICES DOS: 2/6 & 2/1 (PARTIAL)            | \$2,000.00   |
| 231950        | 4/25/2018        | 114-9765398-5803466 | AMAZON.COM SERVICES, INC       | OPS- SUPPLIES                                             | \$37.14      |
| 232071        | 4/25/2018        | 8498 30 017 0487207 | COMCAST                        | CITY HALL INTERNET CONNECTION 5/5-6/4/18                  | \$191.12     |
| 231952        | 4/25/2018        | DMCMA 2018          | DMCMA TREASURER                | DMCMA ANNUAL CONFERENCE                                   | \$150.00     |
| 232085        | 4/25/2018        | 3380                | ECO-3                          | EROSION CONTROL TRAINING LEAD                             | \$1,750.00   |
| 232156        | 4/25/2018        | 21296               | ECONOWASH LAUNDRY & DRY        | UNIFORM CLEANING                                          | \$403.08     |
| 232031        | 4/25/2018        | MV189331            | MOTOR TRUCKS, INC              | CYLINDERS- VEH #219                                       | \$945.25     |
| 232029        | 4/25/2018        | MV189347            | MOTOR TRUCKS, INC              | SEAL- VEH #219                                            | \$79.38      |
| 232187        | 4/25/2018        | 1285093385          | SMILES DENTAL GROUP            | COUSINS, RICHARD, LEOFF1 RETIREE DENTAL SERIVCES. 4/25/18 | \$344.00     |
| 232191        | 4/25/2018        | 1215931             | SURETY PEST CONTROL            | LIBRARY PEST CONTROL                                      | \$66.19      |
| 232073        | 4/26/2018        | 42618               | ANACORTES TOWING, LLC          | TOWING; APD CASE #18-A02975                               | \$162.75     |
| 231996        | 4/26/2018        | 1990684348          | ARAMARK                        | APD NYLON MATS CLEANED                                    | \$16.28      |
| 232027        | 4/26/2018        | 1990684353          | ARAMARK                        | OPS & PARKS LAUNDRY SVC FOR                               | \$62.39      |

| Invoice Doc # | Transaction Date | Invoice #            | Vendor Full Name              | Description                                         | Total Amount |
|---------------|------------------|----------------------|-------------------------------|-----------------------------------------------------|--------------|
| 232032        | 4/26/2018        | 1990684354           | ARAMARK                       | OPS: MAT CLEANING 04/26/18                          | \$81.20      |
| 231994        | 4/26/2018        | Refund #091-0225-00  | BAKER VIEW LP                 | Overpayment on closed account                       | \$28.80      |
| 231989        | 4/26/2018        | Refund #091-0220-02  | BAKerview LP                  | Overpayment on closed account                       | \$208.71     |
| 231988        | 4/26/2018        | Refund #051-6240-01  | COMSTOCK, DOROTHY & RALPH     | Payment made to closed account - refund             | \$92.75      |
| 231986        | 4/26/2018        | 18-12703             | EDGE ANALYTICAL, INC          | FINAL EFFLUENT TESTING                              | \$181.00     |
| 231985        | 4/26/2018        | 18-12706             | EDGE ANALYTICAL, INC          | PLANT INFLUENT TESTING                              | \$181.00     |
| 232074        | 4/26/2018        | WAMO146284           | FASTENAL COMPANY              | FIRST AID KIT SUPPLIES                              | \$95.88      |
| 232080        | 4/26/2018        | 121626               | FIDALGO ANIMAL MEDICAL CENTER | EXAMINATION OF CAT; APD CASE 18-A02743              | \$84.95      |
| 232038        | 4/26/2018        | 1196848              | FOSTER PEPPER PLLC            | GENERAL MATTERS NO. 1                               | \$2,355.50   |
| 231993        | 4/26/2018        | Refund #380-2270-03  | HAGER, BRYAN & KRISTEN        | Overpayment on closed account                       | \$151.43     |
| 232171        | 4/26/2018        | HRS Invoice          | HUMAN RESOURCES SYSTEMS       | POLICE SERGEANT & FIRE LIEUTENANT ASSESSMENT CTR    | \$12,400.00  |
| 231992        | 4/26/2018        | Refund #090-0540-02  | KINER, JOHN                   | Overpayment on closed account                       | \$101.70     |
| 232155        | 4/26/2018        | 73434                | NATIONAL ENVIRONMENTAL        | HAZWOPER TRAINING - CRYSTAL S                       | \$325.00     |
| 231984        | 4/26/2018        | 122298               | NORTHSTAR CHEMICAL INC.       | SODIUM BISULFITE 38%                                | \$1,205.98   |
| 232081        | 4/26/2018        | 200024889996         | PUGET SOUND ENERGY INC        | WTP INTAKE 3/3-4/2/18                               | \$353.17     |
| 231990        | 4/26/2018        | Refund #210-0770-02  | SILVER LAKE HOLDINGS INC      | Overpayment on closed account & Credit for Leak     | \$904.65     |
| 231991        | 4/26/2018        | Refund #210-0770-02  | SILVER LAKE HOLDINGS INC      | Credit for Leak - Account Closed Refund to Customer | \$154.59     |
| 231998        | 4/26/2018        | 00112754             | WALTON BEVERAGE COMPANY, INC  | WTP BREAKROOM SUPPLIES                              | \$70.00      |
| 232026        | 4/26/2018        | 00112758             | WALTON BEVERAGE COMPANY, INC  | OPS- BREAKROOM SUPPLIES                             | \$157.50     |
| 232072        | 4/27/2018        | 7805                 | DALCO INC                     | COUPLER, ADAPTER, NIPPLES                           | \$41.02      |
| 232079        | 4/27/2018        | ReimbFrazer          | FRAZER, CAMERON               | MEALS REIMBURSEMENT AWWA CONFERENCE                 | \$77.00      |
| 232036        | 4/27/2018        | 41600269194          | LES SCHWAB TIRES              | TIRES- VEH #051                                     | \$553.69     |
| 232035        | 4/27/2018        | 001-400122           | PISTON SERVICE OF ANACORTES   | WIPER BLADES- VEH #051                              | \$13.14      |
| 232025        | 4/27/2018        | 00112759             | WALTON BEVERAGE COMPANY, INC  | EMPLOYEE BREAK ROOM COFFEE - 3RD FLOOR              | \$175.00     |
| 232163        | 4/28/2018        | 360-293-4900-0912865 | FRONTIER COMMUNICATIONS       | APD BAC LINE 04/28/18 - 05/27/18                    | \$78.40      |
| 232164        | 4/28/2018        | 360-293-5868-1006005 | FRONTIER COMMUNICATIONS       | APD BUSINESS LINE SUMMARY 04/28/18-05/27/18         | \$73.18      |
| 232168        | 4/28/2018        | 360-299-3674-021417- | FRONTIER COMMUNICATIONS       | BACK UP PHONE LINE - OPERATIONS 4/28 -              | \$65.70      |
| 232165        | 4/28/2018        | 360-299-6615-0615165 | FRONTIER COMMUNICATIONS       | APD 911 LINE 04/28/18 - 05/27/18                    | \$65.99      |
| 232162        | 4/28/2018        | 360-588-1422-0822015 | FRONTIER COMMUNICATIONS       | APD BUSINESS LINE (04/28/18-5/27/18)                | \$288.23     |



| Invoice Doc # | Transaction Date | Invoice #            | Vendor Full Name              | Description                                                  | Total Amount |
|---------------|------------------|----------------------|-------------------------------|--------------------------------------------------------------|--------------|
| 232061        | 4/28/2018        | 00005W5A83178        | UNITED PARCEL SERVICE, INC    | UPS SHIPPING CHARGES; WEEK END 4-28-18                       | \$16.25      |
| 232065        | 4/30/2018        | 16-085-IDS-0041      | ACE CONCRETE CUTTING LLC      | RETAINAGE RELEASE                                            | \$1,310.00   |
| 232083        | 4/30/2018        | 04302018             | ANACORTES CHAMBER OF COMMERCE | LTAC CHAMBER 2% FERRY REIMBURSE                              | \$17,559.66  |
| 232182        | 4/30/2018        | 974                  | ANACORTES PRINTING            | PRINTING; ANIMAL COMPLAINT FORMS                             | \$35.26      |
| 232098        | 4/30/2018        | 1990688324           | ARAMARK                       | LAUNDRY SERVICE FOR WWTP                                     | \$72.20      |
| 232157        | 4/30/2018        | 043018               | FIDALGO CLEANING              | CLEANING & SUPPLIES                                          | \$700.00     |
| 232039        | 4/30/2018        | 1196849              | FOSTER PEPPER PLLC            | WATER TREATMENT PLANT MATTER NO. 96                          | \$4,261.00   |
| 232153        | 4/30/2018        | 0504185-IN           | NATIONAL SAFETY, INC          | SAFETY HARNESES X 2                                          | \$423.15     |
| 232174        | 4/30/2018        | 10134960             | NAVIA BENEFIT SOLUTIONS       | APRIL, NAVIA FLEXIBLE SPENDING PARTICIPANT FEE               | \$124.50     |
| 232093        | 4/30/2018        | IN927313             | NOANET                        | COS SERVICES FOR FIBER PROJECT APRIL 2018                    | \$2,000.00   |
| 232189        | 4/30/2018        | 11891                | ORCA INFORMATION, INC         | EMPLOYEE BACKGROUND CHECKS, SWANSON, HOGE, KRAMER, FRISINGER | \$180.00     |
| 232037        | 4/30/2018        | May                  | SKAGIT LAW GROUP PLLC         | PROSECUTOR SERVICES CONTRACT - MAY 2018                      | \$6,000.00   |
| 232183        | 4/30/2018        | Pay App 3            | TRINITY CONTRACTORS, INC      | 2018 ASPHALT OVERLAY - UTILITY AND PEDESTRIAN IMPROVEMENTS   | \$62,080.70  |
| 232067        | 4/30/2018        | 17-092-SEW-0011      | WHITNEY EQUIPMENT CO INC      | RETAINAGE RELEASE                                            | \$6,002.00   |
| 231896        | 5/1/2018         | 20180501             | CHOWANEC, WILLIAM             | STA 3 RENT: MAY                                              | \$2,045.00   |
| 232181        | 5/1/2018         | 360-299-2484-0726025 | FRONTIER COMMUNICATIONS       | LIBRARY PHONE 4/28 - 5/27/18                                 | \$53.50      |
| 232166        | 5/1/2018         | 360-2990813101791-5  | FRONTIER COMMUNICATIONS       | WWTP PHONE SERVICE                                           | \$299.30     |
| 232167        | 5/1/2018         | MAY 2018             | KORTERUD, WAYNE D             | INDIGENT SCREENING SERVICES                                  | \$375.00     |
| 232185        | 5/1/2018         | ReimbMiles           | MILES, HEIKO                  | MEAL REIMB - WPTA CONF - H MILES                             | \$38.00      |
| 232161        | 5/1/2018         | 1Z99E0181290810720   | UNITED PARCEL SERVICE, INC    | SHIPMENT TO INNOCAL~                                         | \$43.19      |
| 232173        | 5/1/2018         | 0542005-001          | UNUM LIFE INS CO OF AMERICA   | LEOFF LONG-TERM CARE PREMIUM                                 | \$1,024.90   |
| 232158        | 5/1/2018         | 9805758726           | VERIZON WIRELESS              | PUMP STATION SCADA COMMUNICATIONS~                           | \$768.82     |
| 232188        | 5/1/2018         | 093130816            | XEROX CORPORATION             | CLRCUBE XNE-099723 3/21-4/21/18                              | \$231.20     |
| 232070        | 5/2/2018         | 18-016-RES-0011      | RHEMA ELECTRIC LLC.           | RETAINAGE RELEASE                                            | \$1,953.60   |

**Total**

**\$325,411.45**

# Accessible Communities Advisory Committee (ACAC)

May 7, 2018



# Overview

- Background
- Proposal
- Timing

# Background

- Community Outreach Subcommittee of Governor's Committee on Disability and Employment Issues (GCDE) held meetings Dec. 2017 to introduce Accessibility Community Advisory Committee (ACAC) initiative and encourage its formation within the community.
- ACAC -provides resources for counties to promote better disability awareness and access for people who have disabilities
  - Reimbursement for travel, per diem, sign language interpreters and other accommodations during meetings
  - A grant program to fund small, local projects to improve awareness, acceptance, inclusion and access for people with disabilities.<sup>4</sup>
  - A website to share best practices and other information
  - A searchable database of accessible features for local businesses and other public accommodations

Improve access through focused resources



# Skagit County ACAC: Proposal



## **Sub-Committee Purpose:**

Convene local stakeholders (government officials, department heads, subject matter experts, people with disabilities, etc.) to improve quality of life for residents and visitors with disabilities through elimination or modification of barriers hindering them by;

- Listening to needs of People with Disabilities (PWDs) community;
- Educating PWD community on available resources;
- Educating government and businesses on needs of PWD Community;
- Advocating for change where PWD community needs might be better addressed.

# Sub-committee Membership

- Champion: City or County Official
  - Provide strategic direction, align with organizational priorities, facilitate change
  - Stay current by receiving meeting minutes and committee communications
  - Attend meetings as needed
- Leader/Co-leaders:
  - Responsible for committee operation, agenda, minutes, action items, etc.
  - Plan and attend all meetings
- Core members: recruited to meet specific needs
  - Includes all within PWD community, providers and recipients of services.
  - Attend regular meetings
  - Follow up on committee assignments and activities
- Consultants: recruited to meet specific needs
  - Subject matter experts to provide information/guidance as needed
  - Attend meetings as needed
  - Receive meeting minutes and committee communications to stay current with issues
- Stakeholders: Anyone interested in committee's activities
  - Receive meeting agenda, minutes and open invitation to committee meeting



# ACAC Sub-committee Charter:

## Anacortes

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b>Team Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Co-leaders                  |
| ACAC Sub-committee: Anacortes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Kirk Kennedy, Sylvia Cooper |
| <b>Team Purpose:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                             |
| Improve quality of life for Anacortes residents and visitors with disabilities through elimination or modification of barriers hindering them by;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
| <ul style="list-style-type: none"> <li>• Listening to needs of People with Disabilities (PWDs) community.</li> <li>• Educating PWD community on available resources.</li> <li>• Educating government and businesses on needs of PWD Community.</li> <li>• Advocating for change where PWD community needs might be better addressed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                             |
| <b>Description:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |
| <ul style="list-style-type: none"> <li>• Committee members include persons with a diverse range of disabilities who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication, and physical barriers encountered by persons with disabilities.</li> <li>• The committee will be actively involved in the following activities: <ul style="list-style-type: none"> <li>– Advising on addressing the needs of persons with disabilities in emergency plans;</li> <li>– Advising the county and other local governments within the county on access to programs services and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement;</li> <li>– Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement, employment and access for persons with disabilities within the community.</li> </ul> </li> </ul> |                             |
| <b>Team Objectives:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |
| <ul style="list-style-type: none"> <li>• Define, prioritize and implement projects addressing needs of people with disabilities</li> <li>• Advocate for people with disabilities</li> <li>• Include people with all types and various levels of disabilities in outreach activities</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                             |
| <b>Team Deliverables:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |
| <ul style="list-style-type: none"> <li>• Define local projects to improve awareness, acceptance, inclusion and access for people with disabilities;</li> <li>• Seek resources (funding, personnel, etc.) to enable project implementation through GCDE grants or other opportunities;</li> <li>• Develop website to share best practices and other information; and</li> <li>• Develop a searchable database of accessible features for local businesses and other public accommodations.</li> <li>• Develop successful committee template and introduce to other Skagit communities.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         |                             |

|                                    |                                |                        |
|------------------------------------|--------------------------------|------------------------|
| <b>Committee Membership:</b>       |                                |                        |
| <b>Core Members (tentative)</b>    |                                |                        |
| <b>Name:</b>                       | <b>Role:</b>                   | <b>E-Mail Address:</b> |
| Eric Johnson                       | Champion                       |                        |
| Kirk Kennedy                       | Co-leader/mobility challenged  |                        |
| Sylvia Cooper                      | Co-leader (COA)                |                        |
| Joann & Jerry Olmstead             | Hearing impaired               |                        |
| Carla Bray                         | Mobility Challenged            |                        |
| Colette & Andy Arvidson            | Visually impaired              |                        |
| Ed Gegan                           | Developmental Disability       |                        |
| Donna Erlandson                    | Developmental Disability       |                        |
| <b>Consultants (tentative)</b>     |                                |                        |
| <b>Name:</b>                       | <b>Role:</b>                   | <b>E-Mail Address:</b> |
| Steve Lang                         | COA-Public Works               |                        |
| Joann Stewart                      | COA-Building & Permit Dept.    |                        |
| Keiko McCracken                    | ASD 103                        |                        |
| Brad Windler                       | Skagit Transit Auth.           |                        |
| Sally Hill                         | Anacortes Senior Activity Ctr. |                        |
| Nancy Novak                        | Skagit County Public Health    |                        |
|                                    | DD Program Coordinator         |                        |
| Sandy Perkins                      | Skagit County Auditor's Office |                        |
| <b>Charter Approval:</b>           |                                |                        |
| Submitted by:                      |                                |                        |
| Champion: _____                    |                                |                        |
| Co-leaders: _____                  |                                |                        |
| _____                              |                                |                        |
| Approved by:                       |                                |                        |
| Anacortes Mayor: _____             |                                |                        |
| Skagit County Commissioners: _____ |                                |                        |
| _____                              |                                |                        |
| _____                              |                                |                        |

# Proposed ACAC Projects and Activities: Anacortes

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## **Proposed ACAC Projects and Activities:**

1. Anacortes Community Theater: improve accessibility for people with disabilities to participate in productions, on stage.
  - a. Initiate ACAC grant request process
2. Automatic bathroom doors at City Hall
3. Develop webpage(s) serving disabled community
  - a. Community resources
  - b. Searchable database of accessible venues
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5. Educate local businesses:
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  - b. Employment opportunities for people with disabilities
6. Advocate for people with disabilities
  - a. Accessibility
  - b. Employment
  - c. Housing
  - d. Emergency planning



# Timing

## April 2018

- Develop plan for Skagit County Accessibility Communities Advisory Committee

## May 2018

- Establish Pilot Program for Anacortes ACAC Sub-committee
  - May 7<sup>th</sup>, Review w/ COA City Council
- Establish Skagit County ACAC
  - Review w/ Skagit County Commissioners – Date TBD
- Skagit Commissioners send Letter of Assurance to Secretary of State
- Launch ACAC Pilot Program for Anacortes
  - Announce ACAC to community
  - ACAC formation meeting (May 22)
  - Recruit committee members

## June 2018

- Hold initial Anacortes sub-committee ACAC kick-off meeting
- Establish committee operating guidelines
  - Establish frequency of meetings
  - Review committee composition, roles and responsibilities
  - Define process for project submission & review
  - Discuss committee activities and projects to review
  - Next steps



# City Council Agenda Bill

**Meeting Date:** 5/7/2018

**Agenda Item:** 7a

**Subject:** Resolution 2014: Approving the charter for the Anacortes sub-committee of the Skagit County Accessible Community Advisory Committee (Discussion/Possible Action)

**Council Contact:** Eric Johnson

| Approved for Submittal to Council by |                              |
|--------------------------------------|------------------------------|
|                                      | Laurie Gere, Mayor           |
|                                      | Don Measamer, City Planner   |
|                                      | Darcy Swetnam, City Attorney |
|                                      |                              |
|                                      |                              |

| Action Type |                     |
|-------------|---------------------|
|             | Ordinance No.       |
|             | Code Revision?      |
| x           | Resolution No. 2014 |
|             | Contract            |
|             | Public Hearing      |
|             | Staff Report        |

**Summary Statement:** To approve the charter of the Anacortes Sub-Committee of the Skagit County Accessible Communities Advisory Committee

**Background:** The Office of the Secretary of State and the Governor's Committee on Disability Issues and Employment (GCDE) announced a new resource to support people living with disabilities through the Accessible Communities Act (Chapter 215, Laws of 2010). The Act encourages counties to establish an Accessible Community Advisory Committee (ACAC) to promote greater awareness and accessibility and offers support for effective solutions and partnerships to engage the disability community, local government, business and organizations. The GCDE held an Anacortes town hall meeting on Dec 6, 2017 and met with the Mayor, City Council, and Port Commissioners the following day to encourage the city to form a sub-committee of the county's effort and, at the same time, act as a proof-of-concept for county's ACAC. The Housing Affordability and Community Resources Committee formed a task force to implement this proposal, and this task force developed a Charter for the Anacortes Sub-Committee of the Skagit County Accessible Community Advisory Committee. Once this charter is approved by City Council, Sandy Perkins—Chief Deputy auditor for Skagit County (and a member of the Anacortes task force)—will seek approval by the County Commissioners for a "Letter of Assurance" to the GCDE, stating that the County has established an active cross-disability ACAC and that Anacortes is the initial Sub-Committee for this panel.

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



**Previous Council/Committee Action:** On December 7, 2017, the City Council, Port Commission and City/Port Staff met with representatives of the Governor's Committee on Disability Issues and Employment (GCDE). The GCDE's summary report of these meetings is here:

<https://esdorchardstorage.blob.core.windows.net/esdwa/Default/ESDWAGOV/newsroom/GCDE/Anacortes-Summary-Report-2017.pdf>

**Competing Viewpoints Considered:** None

**Recommended Motion:** I move to approve Resolution 2014 approving the charter for the Anacortes sub-committee of the Skagit County Accessible Community Advisory Committee.

**Alternative Actions:** N/A

**Attachments** (listed in order presented): Resolution 2014, approving the charter for the Anacortes sub-committee of the Skagit County Accessible Community Advisory Committee (ACAC) with attached Anacortes ACAC Charter and proposed ACAC Projects and Activities

## RESOLUTION NO. 2014

### A RESOLUTION ESTABLISHING AN ANACORTES SUB-COMMITTEE OF THE SKAGIT COUNTY ACCESSIBLE COMMUNITY ADVISORY COMMITTEE

**WHEREAS**, The Office of the Secretary of State and the Governor's Committee on Disability Issues and Employment (GCDE) announced a new resource to support people living with disabilities through the Accessible Communities Act (Chapter 215, Laws of 2010), and

**WHEREAS**, The Act encourages counties to establish an Accessible Community Advisory Committee (ACAC) to promote greater awareness and accessibility and offers support for effective solutions and partnerships to engage the disability community, local government, business and organizations; and

**WHEREAS**, The Accessible Community Advisory Committee (ACAC) Act provides resources for counties to promote better disability awareness and access for people who have disabilities and are eligible for:

- Reimbursement for travel, per diem, sign language interpreters and other accommodations during meetings;
- A grant program to fund small, local projects to improve awareness, acceptance, inclusion and access for people with disabilities (see attached approved programs);
- A website to share best practices and other information;
- A searchable database of accessible features for local businesses and other public accommodations; and

**WHEREAS**, the City of Anacortes desires to establish a sub-committee of the Skagit County Accessible Community Advisory Committee as a Pilot Program for the County, and

**WHEREAS**, the City's sub-committee will be one of a number of sub-committees representing each Skagit County Community.

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

1. The Charter for the "Accessible Community Advisory Committee Sub-Committee: Anacortes" be signed by the Mayor.
2. This Charter be forwarded to the County Commission of Skagit County that it might be referred to in the County's Letter of Assurance to the Governor's Committee on Disability Issues and Employment (GCDE).

**PASSED and APPROVED** on this 7<sup>th</sup> day of May, 2018.

**CITY OF ANACORTES**

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



**ATTEST:**

---

Steven Hoglund, City Clerk

**APPROVED AS TO FORM:**

---

Darcy Swetnam, WSBA #40530  
City Attorney

# ANACORTES ACAC CHARTER

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b>Team Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Co-leaders</b>           |
| ACAC Sub-committee: Anacortes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Kirk Kennedy, Sylvia Cooper |
| <b>Team Purpose:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                             |
| <p>Improve quality of life for Anacortes residents and visitors with disabilities through elimination or modification of barriers hindering them by;</p> <ul style="list-style-type: none"> <li>• Listening to needs of People with Disabilities (PWDs) community.</li> <li>• Educating PWD community on available resources.</li> <li>• Educating government and businesses on needs of PWD Community.</li> <li>• Advocating for change where PWD community needs might be better addressed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                             |
| <b>Description:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |
| <ul style="list-style-type: none"> <li>• Committee members include persons with a diverse range of disabilities who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication, and physical barriers encountered by persons with disabilities.</li> <li>• The committee will be actively involved in the following activities: <ul style="list-style-type: none"> <li>– Advising on addressing the needs of persons with disabilities in emergency plans;</li> <li>– Advising the county and other local governments within the county on access to programs services and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement;</li> <li>– Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement, employment and access for persons with disabilities within the community.</li> </ul> </li> </ul> |                             |
| <b>Team Objectives:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |
| <ul style="list-style-type: none"> <li>• Define, prioritize and implement projects addressing needs of people with disabilities</li> <li>• Advocate for people with disabilities</li> <li>• Include people with all types and various levels of disabilities in outreach activities</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                             |
| <b>Team Deliverables:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |
| <ul style="list-style-type: none"> <li>• Define local projects to improve awareness, acceptance, inclusion and access for people with disabilities;</li> <li>• Seek resources (funding, personnel, etc.) to enable project implementation through GCDE grants or other opportunities;</li> <li>• Develop website to share best practices and other information; and</li> <li>• Develop a searchable database of accessible features for local businesses and other public accommodations.</li> <li>• Develop successful committee template and introduce to other Skagit communities.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         |                             |

| Committee Membership:                                                                          |                                                |                 |
|------------------------------------------------------------------------------------------------|------------------------------------------------|-----------------|
| Core Members (tentative)                                                                       |                                                |                 |
| Name:                                                                                          | Role:                                          | E-Mail Address: |
| Eric Johnson                                                                                   | Champion                                       |                 |
| Kirk Kennedy                                                                                   | Co-leader/mobility challenged                  |                 |
| Sylvia Cooper                                                                                  | Co-leader (COA)                                |                 |
| Joann & Jerry Olmstead                                                                         | Hearing impaired                               |                 |
| Carla Bray                                                                                     | Mobility Challenged                            |                 |
| Colette & Andy Arvidson                                                                        | Visually impaired                              |                 |
| Ed Gegan                                                                                       | Developmental Disability                       |                 |
| Donna Erlandson                                                                                | Developmental Disability                       |                 |
| Consultants (tentative)                                                                        |                                                |                 |
| Name:                                                                                          | Role:                                          | E-Mail Address: |
| Steve Lang                                                                                     | COA-Public Works                               |                 |
| Joann Stewart                                                                                  | COA-Planning, Community & Economic Development |                 |
| Keiko McCracken                                                                                | ASD 103                                        |                 |
| Brad Windler                                                                                   | Skagit Transit Auth.                           |                 |
| Sally Hill                                                                                     | Anacortes Senior Activity Ctr.                 |                 |
| Nancy Novak                                                                                    | Skagit County Public Health                    |                 |
| Sandy Perkins                                                                                  | DD Program Coordinator                         |                 |
|                                                                                                | Skagit County Auditor's Office                 |                 |
| Charter Approval:                                                                              |                                                |                 |
| Submitted by:<br>Champion: _____<br>Co-leaders: _____<br>_____                                 |                                                |                 |
| Approved by:<br>Anacortes Mayor: _____<br>Skagit County Commissioners: _____<br>_____<br>_____ |                                                |                 |



## **Proposed ACAC Projects and Activities:**

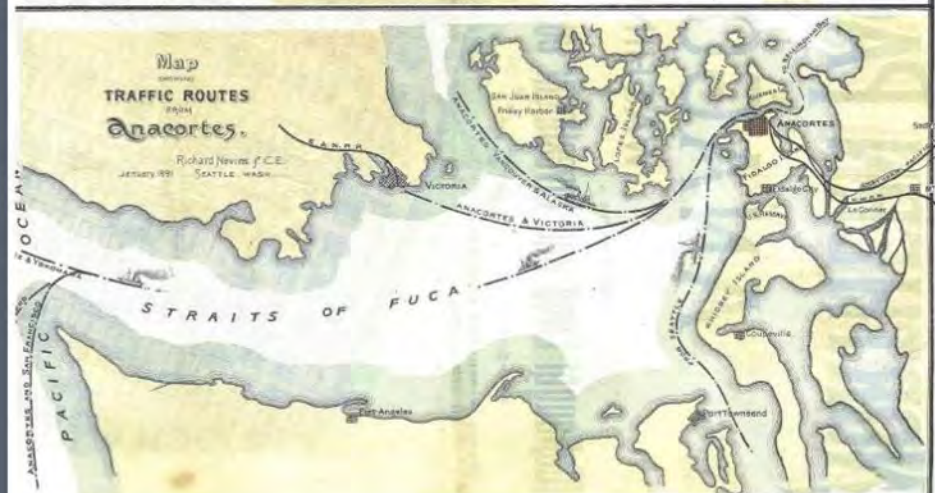
1. Anacortes Community Theater: improve accessibility for people with disabilities to participate in productions, on stage.
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  - a. Accessibility
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# Explore the Historic North Shore of Fidalgo Island



Home/Hotel  
Wharf  
Sawmill  
Railway  
Cannery  
Shipyard  
Marina  
Park  
Ferry Dock





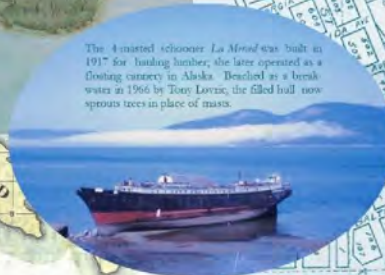
Along Anacortes' northern shore - you'll find history is still active on this working waterfront

# INDUSTRIAL CITY IN HEART OF AMERICA'S SUMMER PLAYGROUND

The Port of Anacortes was established in 1926 by public vote; this view, drawn up the following year, envisioned industrial expansion near salmon canneries at Ship Harbor and the E.K. Wood mill at Burrows Bay.



The 4-masted schooner *La Nord* was built in 1917 for hauling lumber, the later operated as a floating cannery in Alaska. Destroyed as a breakwater in 1966 by Tony Lovric, the filled hull now sprouts trees in place of masts.



Fishing with two-pointed spears, Sanish fishermen ply the waters off Ship Harbor (a site of ancient and more recent Sanish habitation and today's state ferry terminal location) in a slender dug-out canoe circa 1900.



ANACORTES - VIEW FROM SHIP HARBOR

1890



The tug moored along the dock at the *CHALLENGER*, the schooner in the *ALICE-ROBINSON Fisheries* processed codfish at the foot of Erie Avenue from 1912 to 1948. This is now the site of Lovric's Sea Craft.

Real estate speculation, linked to railroad rumors, sparked the rapid growth of the budding city in early 1890. Although the first train arrived later that year, it never became the promised major terminus, and so Anacortes' urban ambitions went in to hibernation.



Up to a dozen fish cannery sites dotted Anacortes' north shoreline beginning in the 1890s and enduring throughout the 20th Century. The Apex Fish Company operated at the foot of J Avenue on Guemes Island between 1902 and 1928.



Anacortes cannery employees employed hundreds of white, Indian, Chinese and Japanese workers, but they were treated far from equally. The Chinese Exclusion Act of 1882 barred immigration and prevented naturalization for those here.

## CITY OF ANACORTES WASH



Melville Curtis, brother of Anacortes' namesake and two times the city's mayor, ran a general commercial dockage business, with warehouse connections and American Express office at the foot of O Avenue from 1903 until his death in 1925. The Port of Anacortes' new commercial wharf at this site still bears its historic name.



The McCracken family's Anacortes Ice Co. was established in 1906 at Curtis Wharf, producing "Oysters" carbonated beverages and ice cream until rebranded as "Staggie" and "Staggie" soda in 1932. Will McCracken was Melville Curtis' successor in a diverse business offering coal, hay & feed, cold storage and building supplies.



Anacortes Lumber and Box was the only lumber mill situated on Guemes Island, rather than Fidalgo Bay. In 1905 it generated the Great Northern mill, which operated at Anacortes' East Anacortes mill site at the foot of T Avenue, dating back to 1882. In 1911 the Anacortes Lumber and Box Company claimed the title of the largest box manufacturer on the Pacific Coast, milling 25,000 feet of lumber daily. The mill did not reopen after being destroyed by fire in 1941. Anacortes Shipways used the site in WWII.







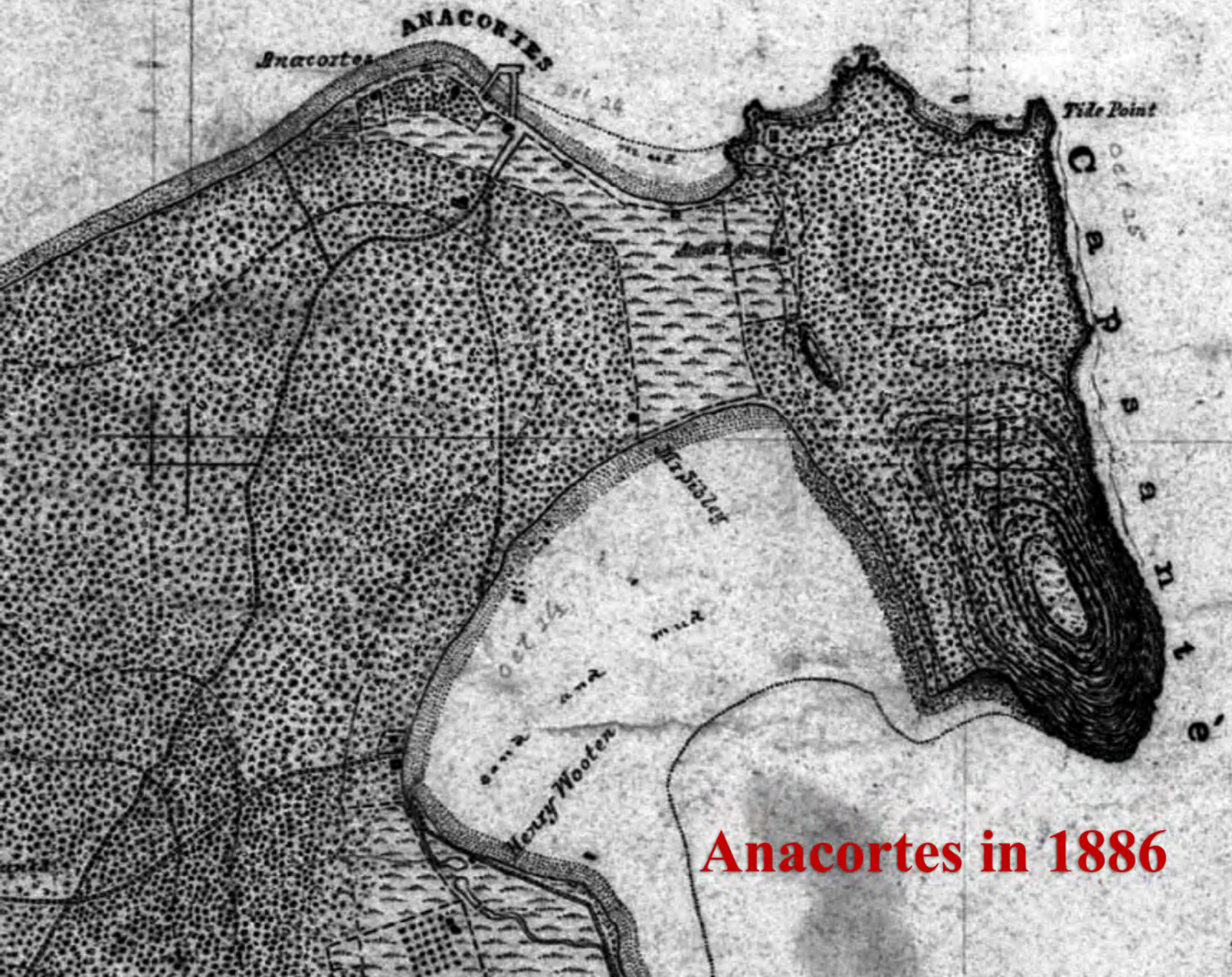






8<sup>th</sup> & I Ave., November 25<sup>th</sup>, 1890



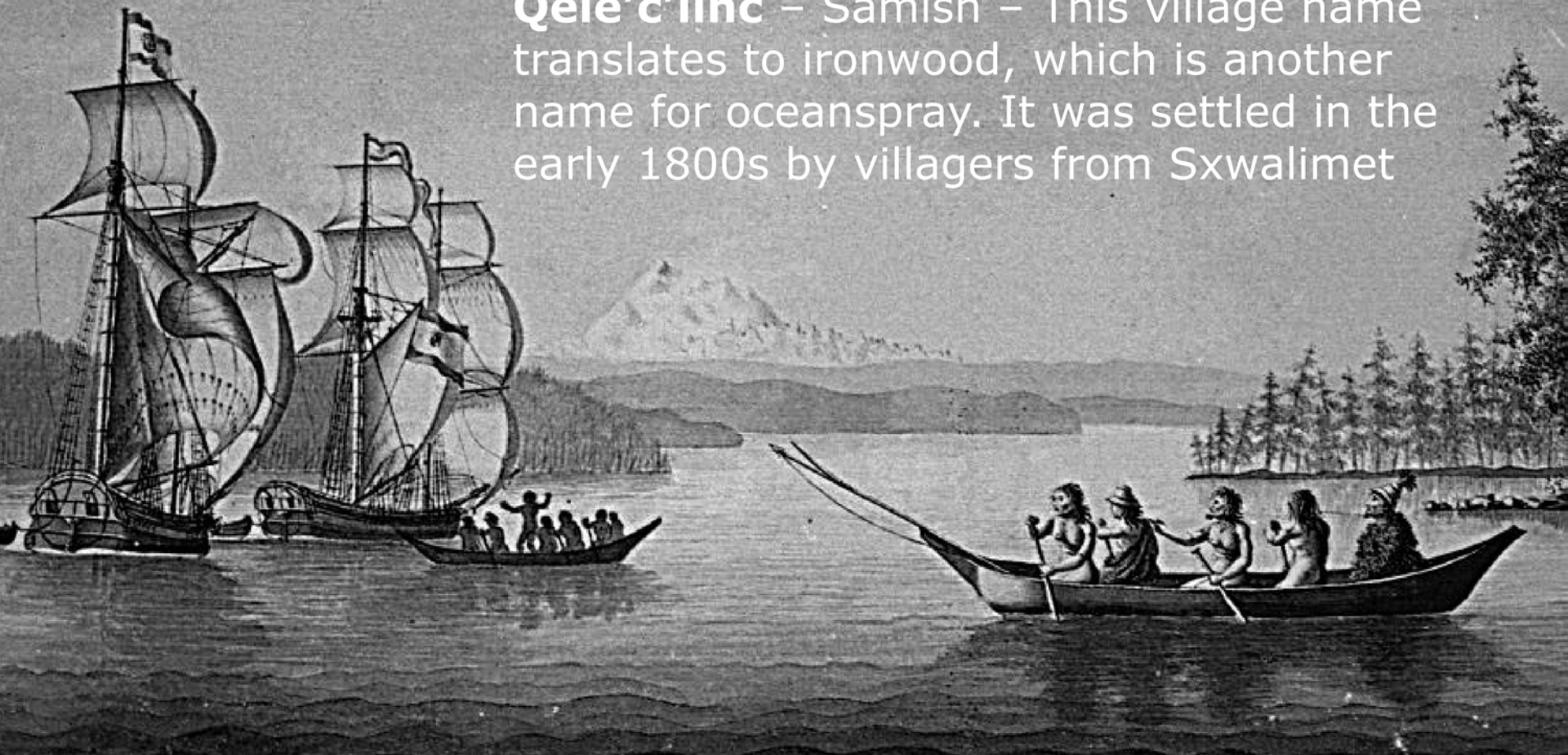


**Anacortes in 1886**





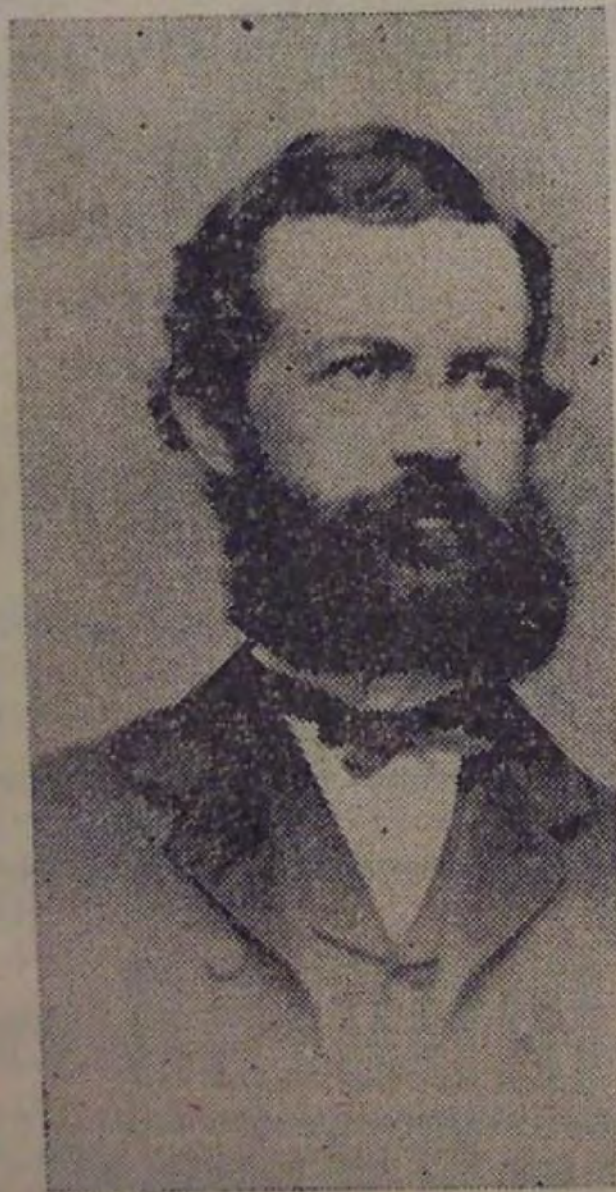
**Sxwalimet** – Samish – Two large houses reported by Spanish explorers in 1792. The village became so crowded that some moved across channel to Fidalgo Island.  
**Qele'c'ilhc** – Samish – This village name translates to ironwood, which is another name for oceanspray. It was settled in the early 1800s by villagers from Sxwalimet











**AMOS BOWMAN**  
 Founder of Anacortes



**ANNA CURTIS BOWMAN**  
 For Whom the Town Was Named

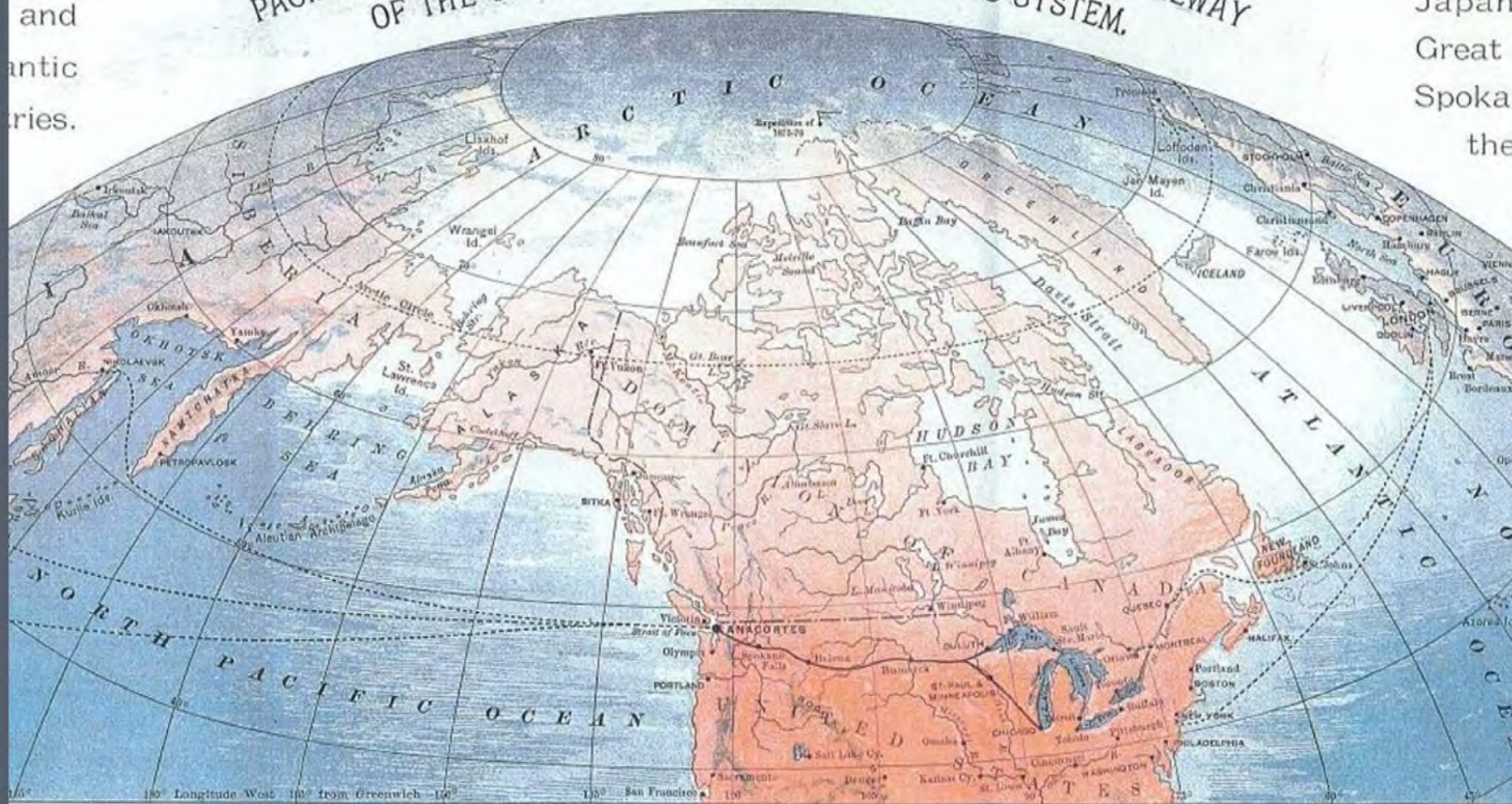
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A GLOBE MAP PERSPECTIVE.

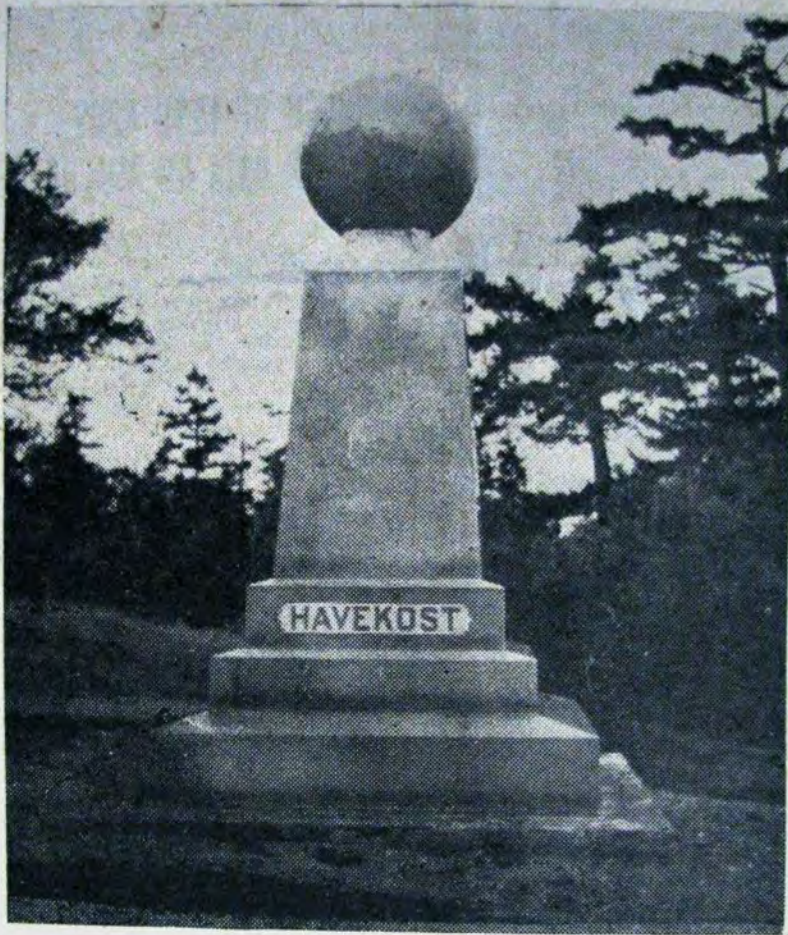
# THE CITY OF ANACORTES

THE WESTERN TERMINUS OF THE NORTHERN PACIFIC RAILROAD  
PACIFIC COAST TERMINUS OF THE SEATTLE AND NORTHERN RAILWAY  
OF THE OREGON IMPROVEMENT COMPANY'S SYSTEM.





## *Monument Marks Last Resting Place of Pioneer at Burrows Bay*



**Havekost Monument**

On the high, steep cliff overlooking Burrows bay stands the monument shown above, erected last week over the remains of T. H. Havekost, the pioneer who settled there in 1871.

The monument is of Vermont granite and stands twelve feet in height above its cement base. It weighs fifteen tons and a road had to be constructed to haul it from the bottom of the hill to the crest. The monument is the largest in the northwest.

The massive memorial stands like a sentinel overlooking the channel between Burrows and Fidalgo islands. From its eerie height a wonderful view is afforded of Burrows bay and neighboring islands. The monument was placed at the site selected by the pioneer who gave the city of Anacortes a tract of land at that place to be used as a city park.

The monument is about a quarter of a mile west of the old Havekost home at the base of the hill.





1. Washington Park "founder" Tonjes Havekost worked with railroad investors to bring a railroad line to Burrows Bay in 1891.
2. This track was never used for freight or passengers.
3. Some of this track was removed by "town fathers" when cannery interests voiced concern about it running through land they were trying to buy.

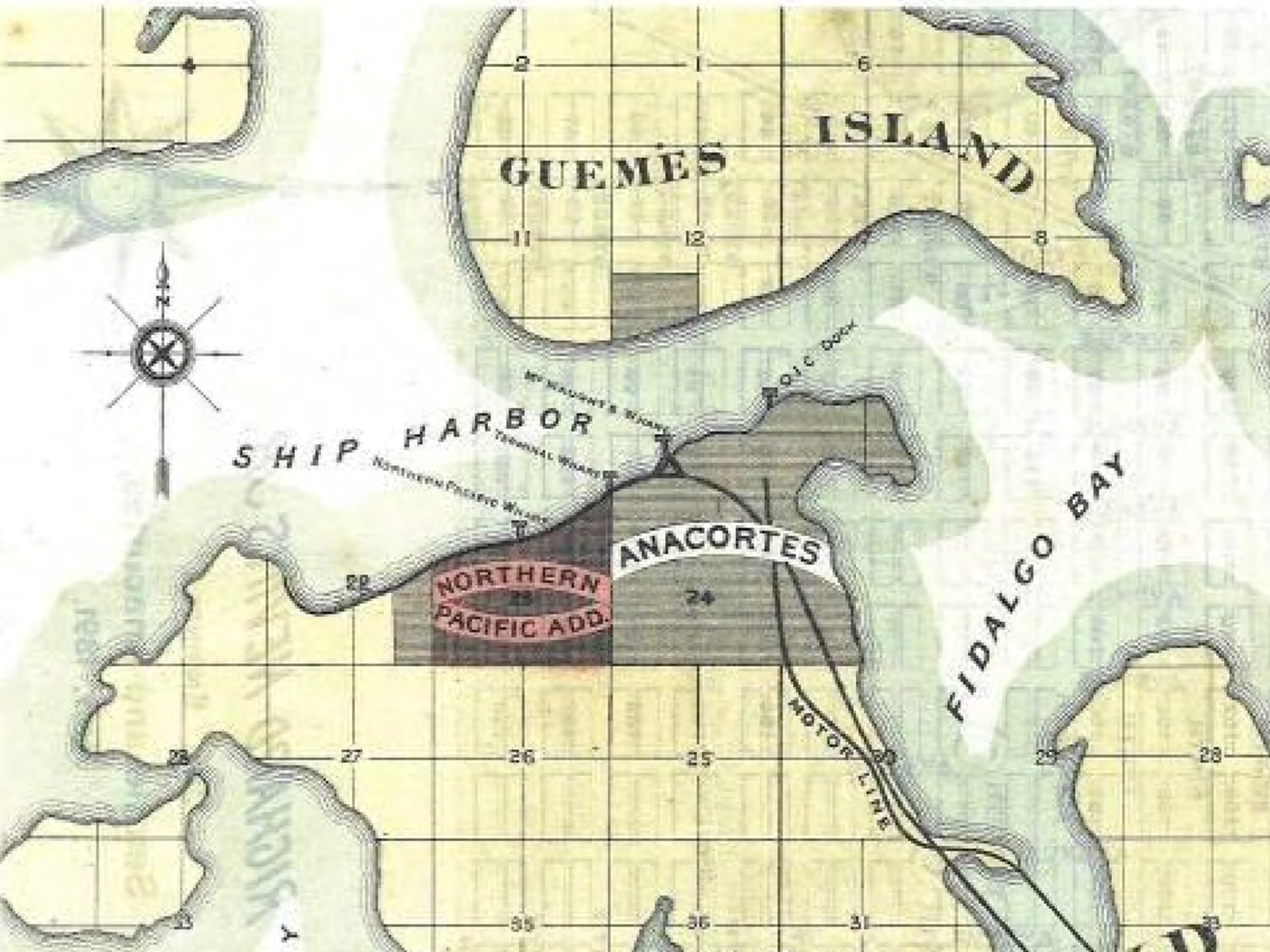


*D. B. Ewing,*

*Portrait and Landscape*  
PHOTOGRAPHER.

ANACORTES, WASH.







# Guemes Channel Trail 2018



0 0.125 0.25 0.5 Miles

- Existing
- Proposed
- SR20 SPUR

Washington State  
Ferry Terminal

Parking lot  
San Juan Passage  
Edwards Way cul-de-sac

Guemes Island  
Ferry Terminal

6TH STREET

Washington Park





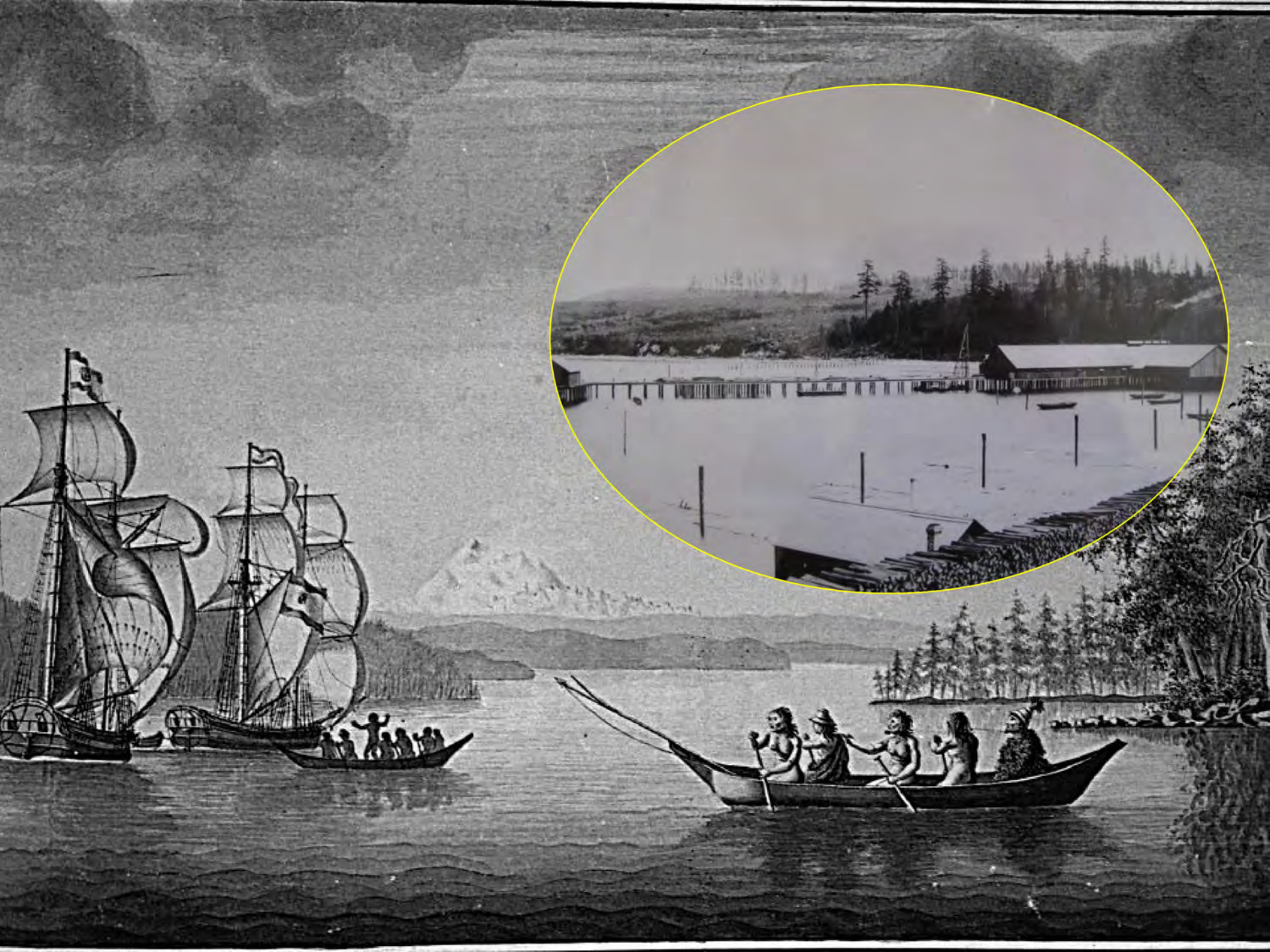
- More of the track was removed in 1897 to settle debt.
- In about 1905 the track was extended back to the cannery locations at Ship Harbor.
- 1929: Great Northern Railway extended its line from Ship Harbor to the E.K. Wood Mill at Burrows Bay. It was used until 1952.
- Rail right of way to Burrows Bay lumber mill used for airport in 1962.

*D. B. Ewing,*

*Portrait and Landscape*  
PHOTOGRAPHER.

ANACORTES, WASH.







FIDALGO ISLAND PACKING  
1894-1925

ANACORTES CANNING CO.  
1895-1902 (APA THRU 1934)



RIC. W. A. P. A. Canneries







TO VICTORIA & VANCOUVER B.C.

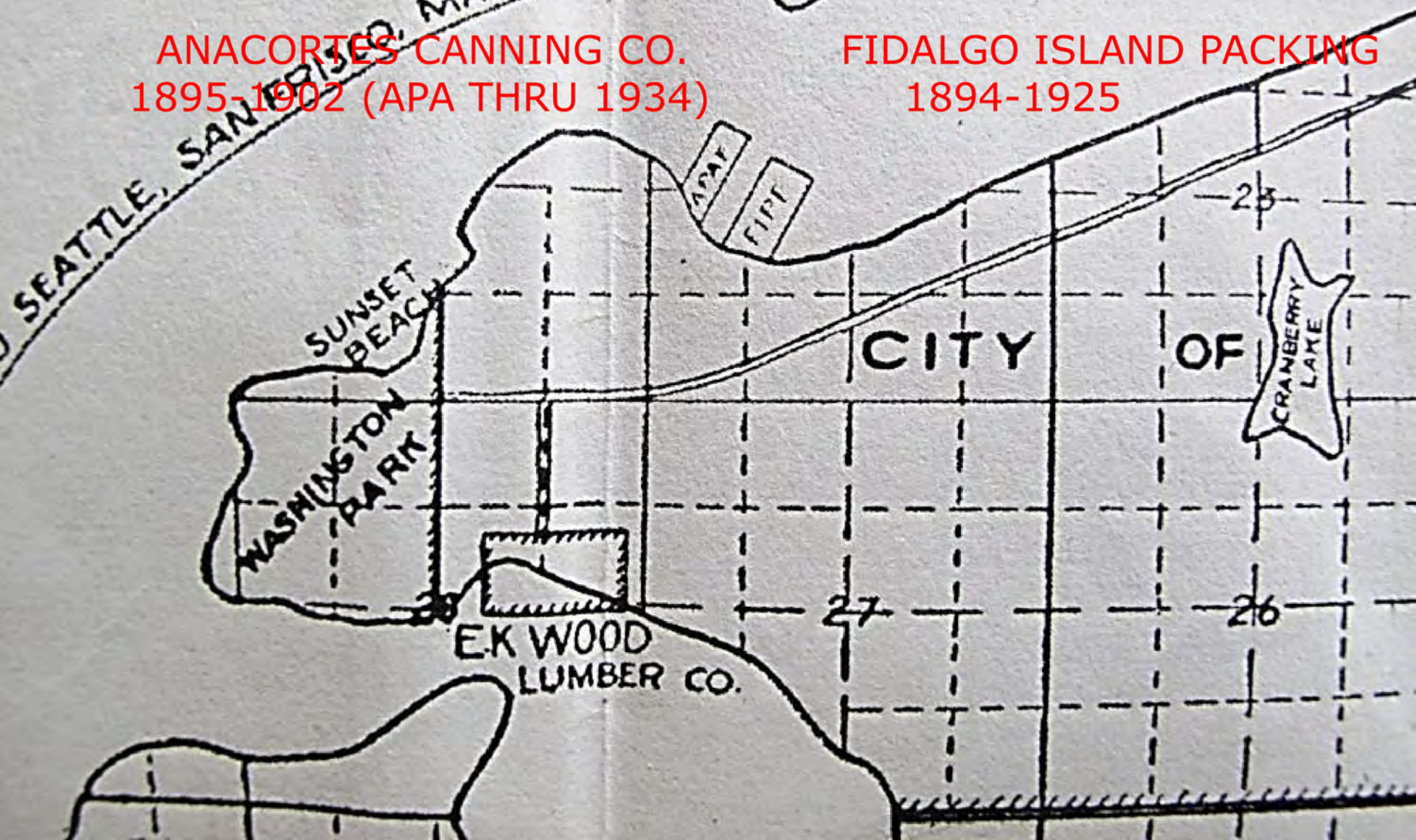
MANILLA & SOUTH AMERICA.

GUEMES

AVERAGE DEPTH 4

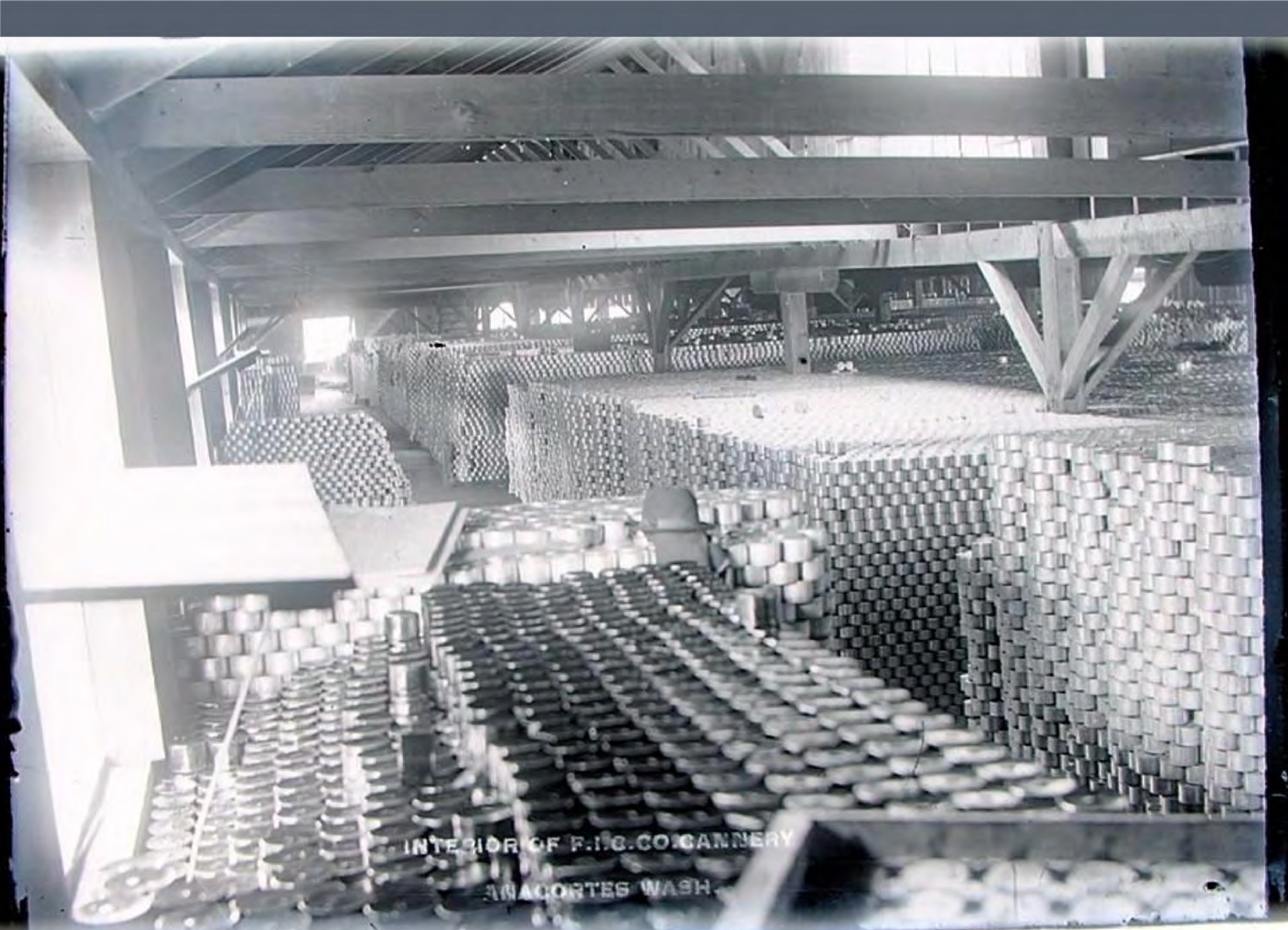
ANACORTES CANNING CO.  
1895-1902 (APA THRU 1934)

FIDALGO ISLAND PACKING  
1894-1925









INTERIOR OF F.M.G. CANNERY

ANACORTES WASH.











**HOLLY LEAF**

**BRAND**



PACKED FRESH ON  
PUGET SOUND  
BY THE  
**FIDALGO ISLAND  
CANNING CO.**

CHOICE  
PUGET  
SOUND

**SALMON**

Contents About  
One Pound

SCHWEDT L. & L. CO., S. F.

**ANACORTES, WASH.**

**DIRECTIONS:**  
Serve hot or cold. When required to be heated put the can before being opened into boiling water for twenty minutes. When opened do not leave the contents in the can.

# PORT OF ANACORTES – DRAWING FROM 1927



FUTURE OF THE WEST END – SHIP HARBOR TO BURROWS BAY







FIDALGO ISLAND CANNING CO'S





WASHINGTON STATE FERRIES  
1960 – to present

LOVRIC'S SEA CRAFT  
1965 to present





## WELCOME TO ROADSIDE PARK

We in Anacortes are very lucky to have nice park facilities. Please do your best to help us keep them that way by following the park rules listed below

- Park Hours (5:00am to 10:00pm)
- Alcoholic beverages are not allowed
- Please use garbage receptacles
- Dogs must be on a leash
- Please pick up after your pets
- No open fires or fireworks



Oakes Avenue at Kansas

Site of garbage dump from  
1932 to the 1940s

Now Roadside Park with  
access to the Guemes  
Channel Trail.













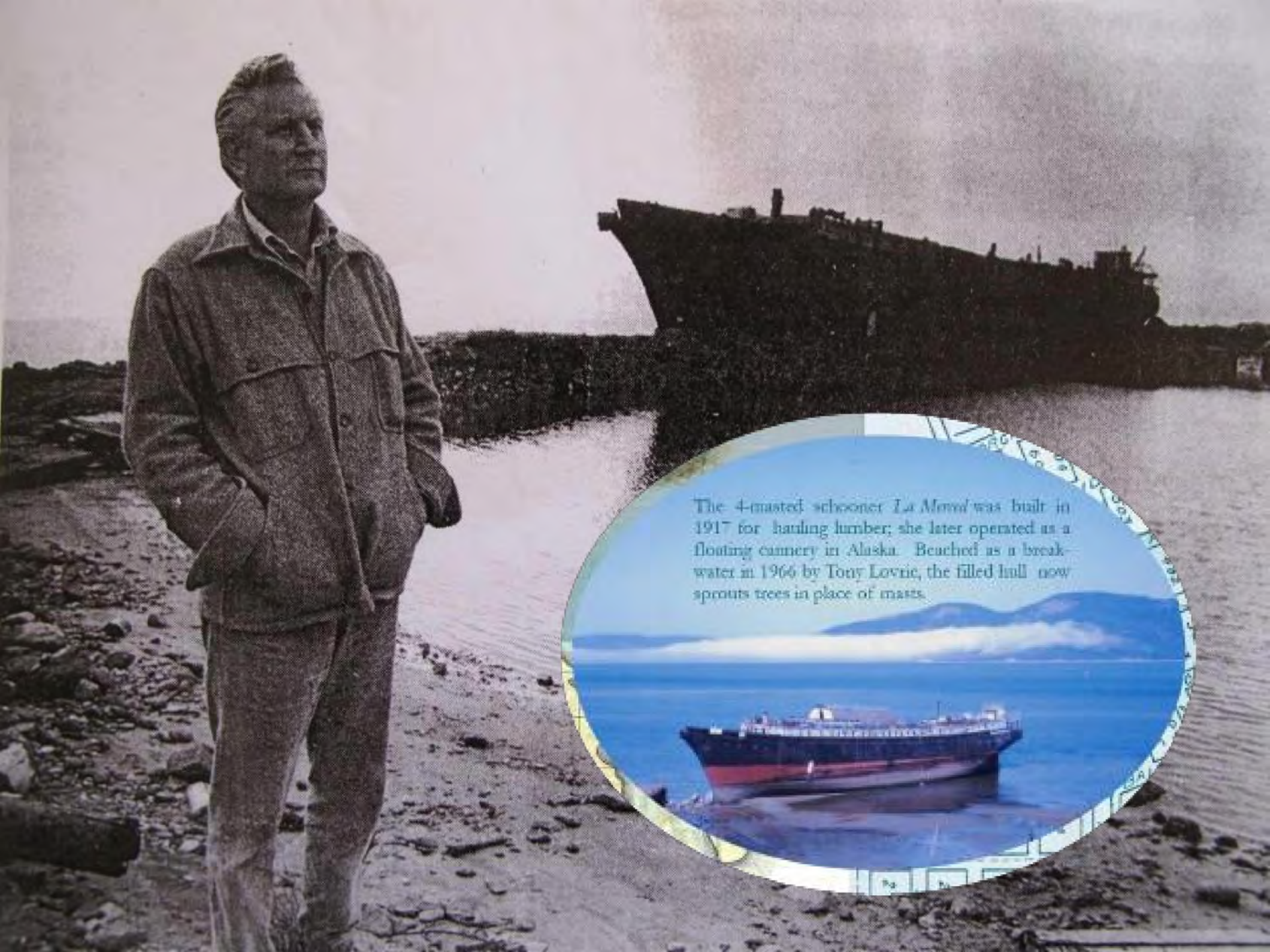




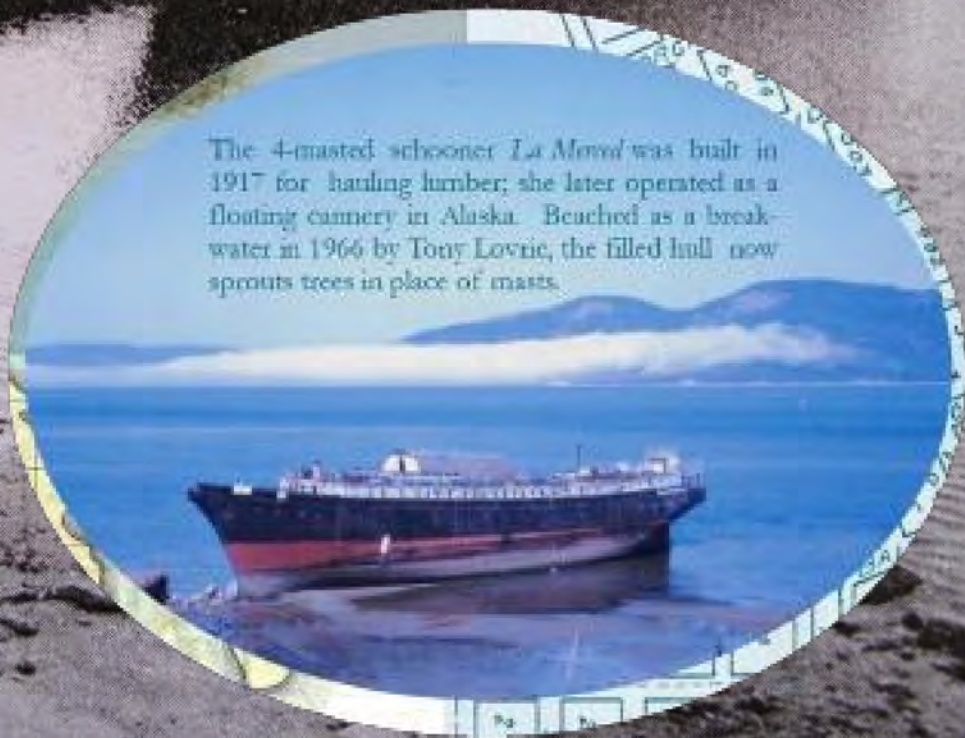








The 4-masted schooner *La Mermaid* was built in 1917 for hauling lumber; she later operated as a floating cannery in Alaska. Beached as a breakwater in 1966 by Tony Lovrie, the filled hull now sprouts trees in place of masts.



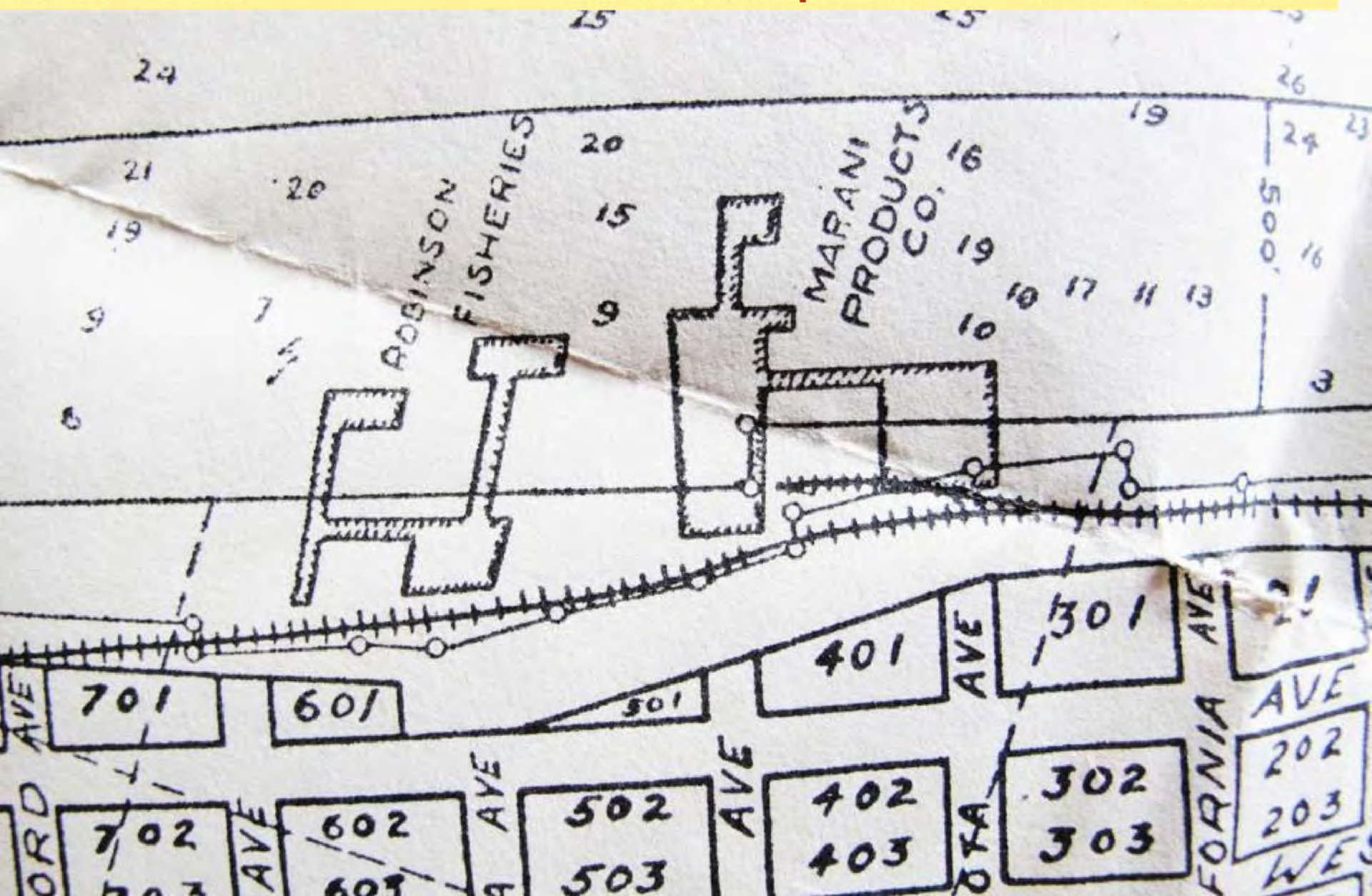


LA MERCED as a salmon tender in Kodiak circa 1940



**ROBINSON FISHERIES**  
**1912 – 1947**

**FISH RENDERING aka stink plant**  
**various companies 1908 to 1974**





JOHNSON FISHBOY COMPANY

Selected Codfish

CHALLENGE BRAND

PACKED BY ROBINSON FISHING CO.

LILY WHITE

**LOPEZ**  
**COD BRICKS**

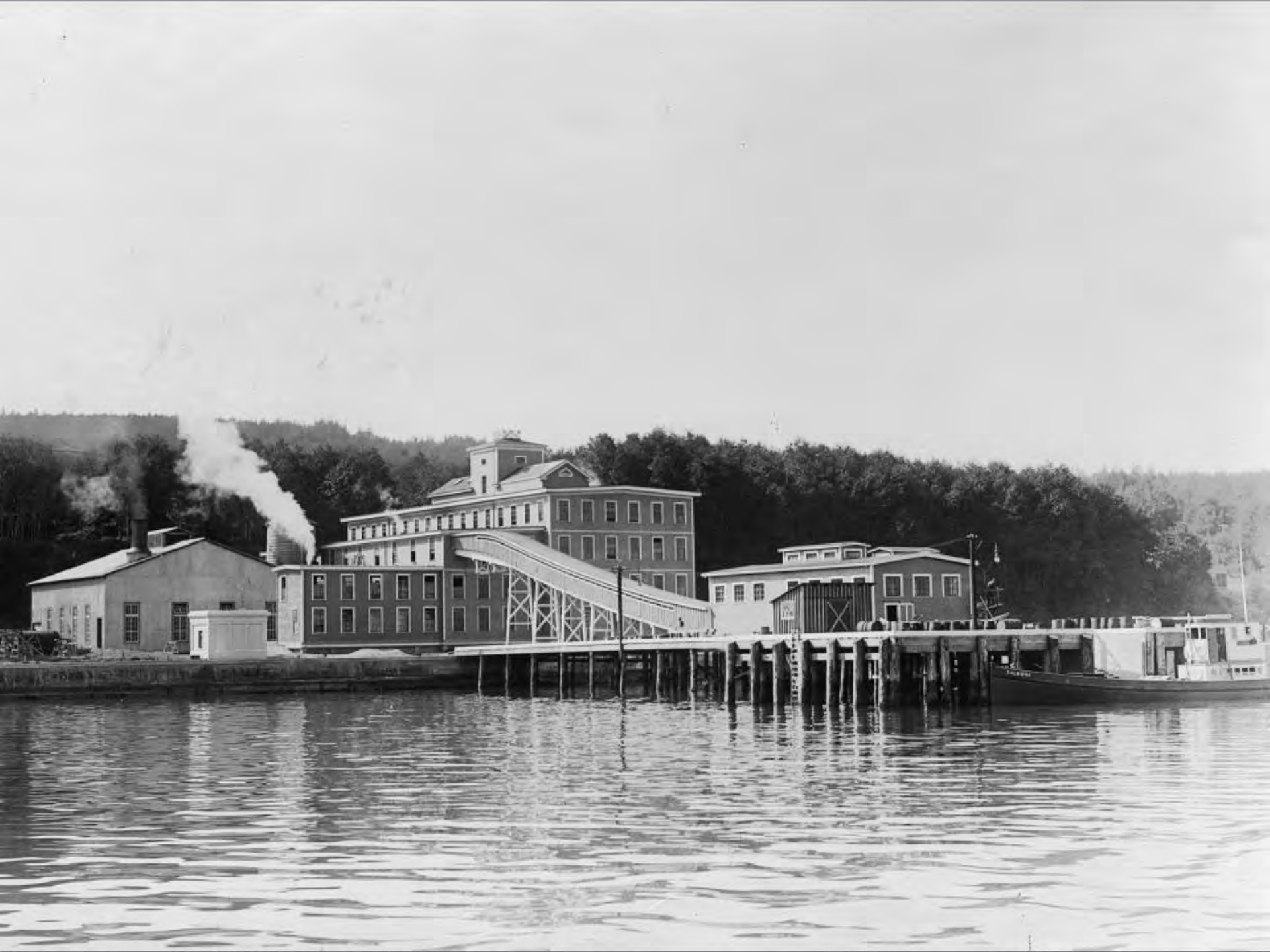
## V E L V E T TABLETS

**TIPTOP**

# LACIER

**GLACIER**

ROBINSON FISHERIES CO'S, BRANDS.









# NORTHERN PACIFIC ADDITION TO ANAGORTES, WASHINGTON.

ISSUED BY THE

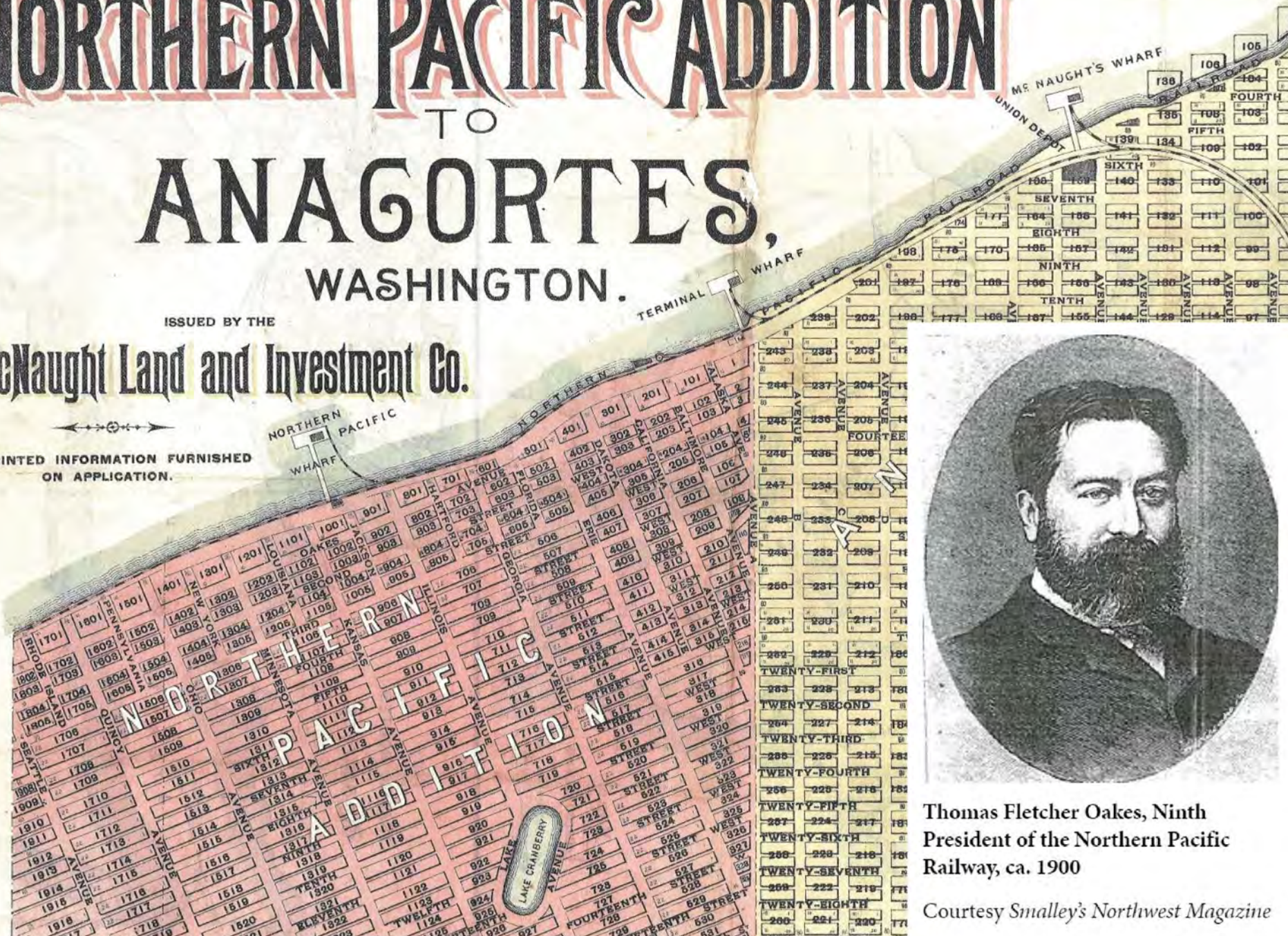
McNaught Land and Investment Co.

PRINTED INFORMATION FURNISHED  
ON APPLICATION.

NORTHERN  
WHARF  
PACIFIC

TERMINAL WHARF  
PACIFIC

MS NAUGHT'S WHARF  
UNION DEPOT



Thomas Fletcher Oakes, Ninth  
President of the Northern Pacific  
Railway, ca. 1900

Courtesy Smalley's Northwest Magazine





**Seattle and Northern Terminal Station and Dock –  
from *Anacortes Illustrated*, 1890**



DECEMBER 29, 1892.

Skagit River Points

via Anacortes.

Oregon Improvement Company

Operating the

S. & N. Railway

HAMILTON AND ANACORTES ACCOMMODATION.

In effect September 29, 1892, 12:01 pm.

| WEST BOUND. |                       | EAST BOUND. |  |
|-------------|-----------------------|-------------|--|
| ar 10 10 am | Terminal Dock*        | lv 2 50 pm  |  |
| lv 10 45 am | I street, Anacortes†* | lv 3 00 pm  |  |
| lv 10 60 am | Tenth St., Anacortes* | lv 3 05 pm  |  |
| lv 9 35 am  | Fidalgo               | lv 3 31 pm  |  |
| lv 9 10 am  | Whitney†              | lv 3 52 pm  |  |
| lv 9 00 am  | Fredonia              | lv 4 02 pm  |  |
| lv 8 50 am  | Avon†*                | lv 4 12 pm  |  |
| lv 8 37 am  | Burlington Junction†* | lv 4 25 pm  |  |
| lv 8 20 am  | Woolley Junction†*    | lv 4 43 pm  |  |
| ar 8 00 am  | Lyman                 | lv 5 35 pm  |  |
| lv 7 25 am  | Hamilton†*            | ar 5 50 pm  |  |

\* Agencies. † Telegraph offices.  
All trains run daily.

ON AND ANACORTES ACCOMMODATION.

ect September 29, 1892, 12:01 pm.

ND.

EAST BOUND.

|                          |                       |         |         |
|--------------------------|-----------------------|---------|---------|
| .....                    | Terminal Dock*        | lv      | 2 50 pm |
| ....                     | I street, Anacortes†* | lv      | 3 00 pm |
| ...Tenth St., Anacortes* | lv                    | 3 05 pm |         |
| .....                    | Fidalgo               | lv      | 3 31 pm |
| .....                    | Whitney†              | lv      | 3 52 pm |
| .....                    | Fredonia              | lv      | 4 02 pm |
| .....                    | Avon†*                | lv      | 4 12 pm |
| ..                       | Burlington Junction†* | lv      | 4 25 pm |
| m {                      | Woolley Junction†*    | ar      | 4 43 pm |
| m {                      |                       | lv      | 5 00 pm |
| m                        | Lyman                 | lv      | 5 35 pm |
| n                        | Hamilton†*            | ar      | 5 50 pm |

cies. † Telegraph offices.  
ins run daily.







Guem

Guemes Island  
Ferry Terminal

6TH







**Old PALS**  
BRAND



**SALMON**

**SF&C**

SALT ADDED

PACKED BY  
SEBASTIAN STUART  
FISH COMPANY  
SEATTLE  
WASH.

CONTENTS 4 LBS

**Old PALS**  
BRAND



**SALMON**











ANACORTES.—VIEW ON SHIP HARBOR.

1890 View of McNaught Wharf & I Ave. Depot

- The present day location of the Guemes Ferry dock





James McNaught

M'Naught Dock – from  
*Anacortes Illustrated*, 1890







W.A.F. CO'S CANNERY UNDER CONSTRUCTION.  
ANACORTES JUNE 12, 1901.

LANCE BURDON.













Anacortes-Victoria-San Juan Ferry- Anacortes, Wash.  
Grady

PAFCO

**APEX**

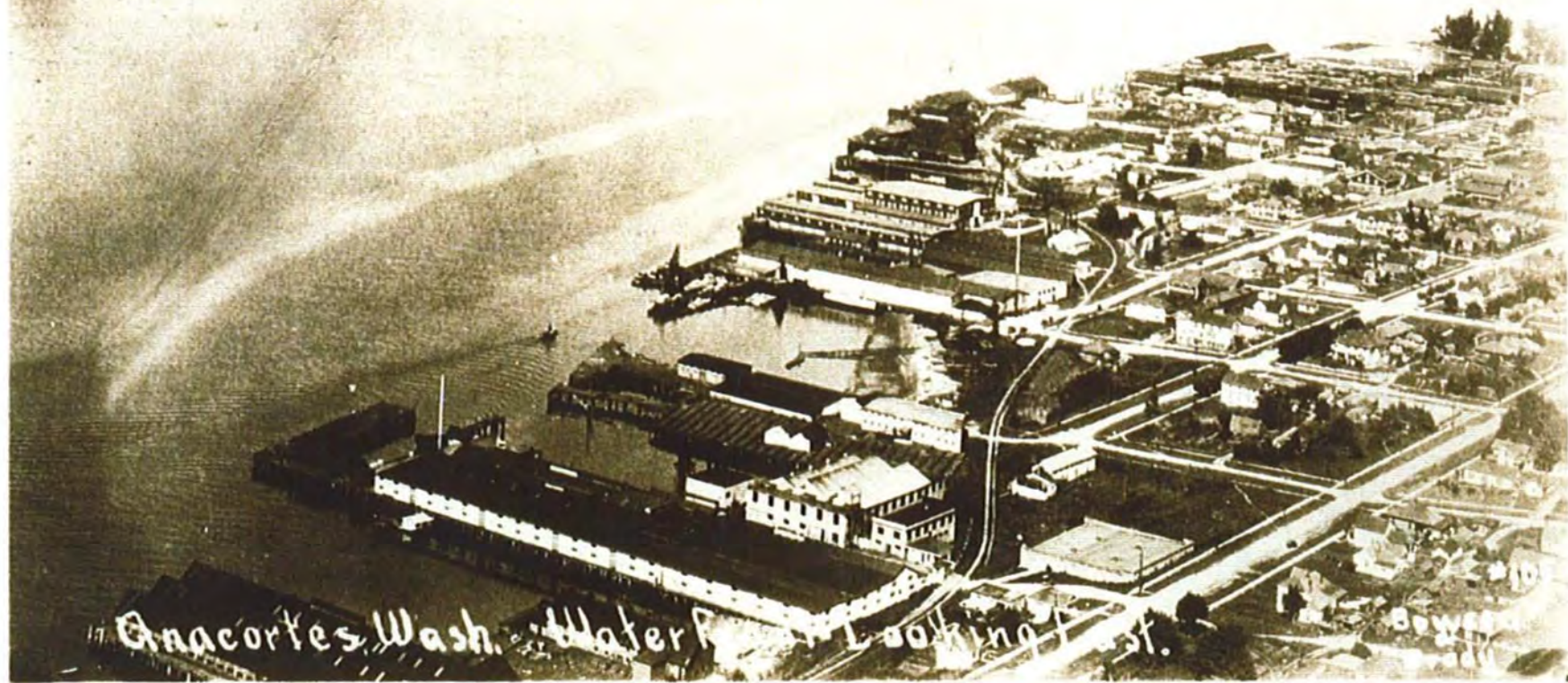
MATHESON'S

## W.A. LOWMAN'S CREST CANNING

NORTHWESTERN – later FISHERMEN'S  
PACKING CORP then WHITNEY FIDALGO  
and now TRIDENT SEAFOODS



22



Anacortes Wash. Water Front Looking East.

8000  
1000

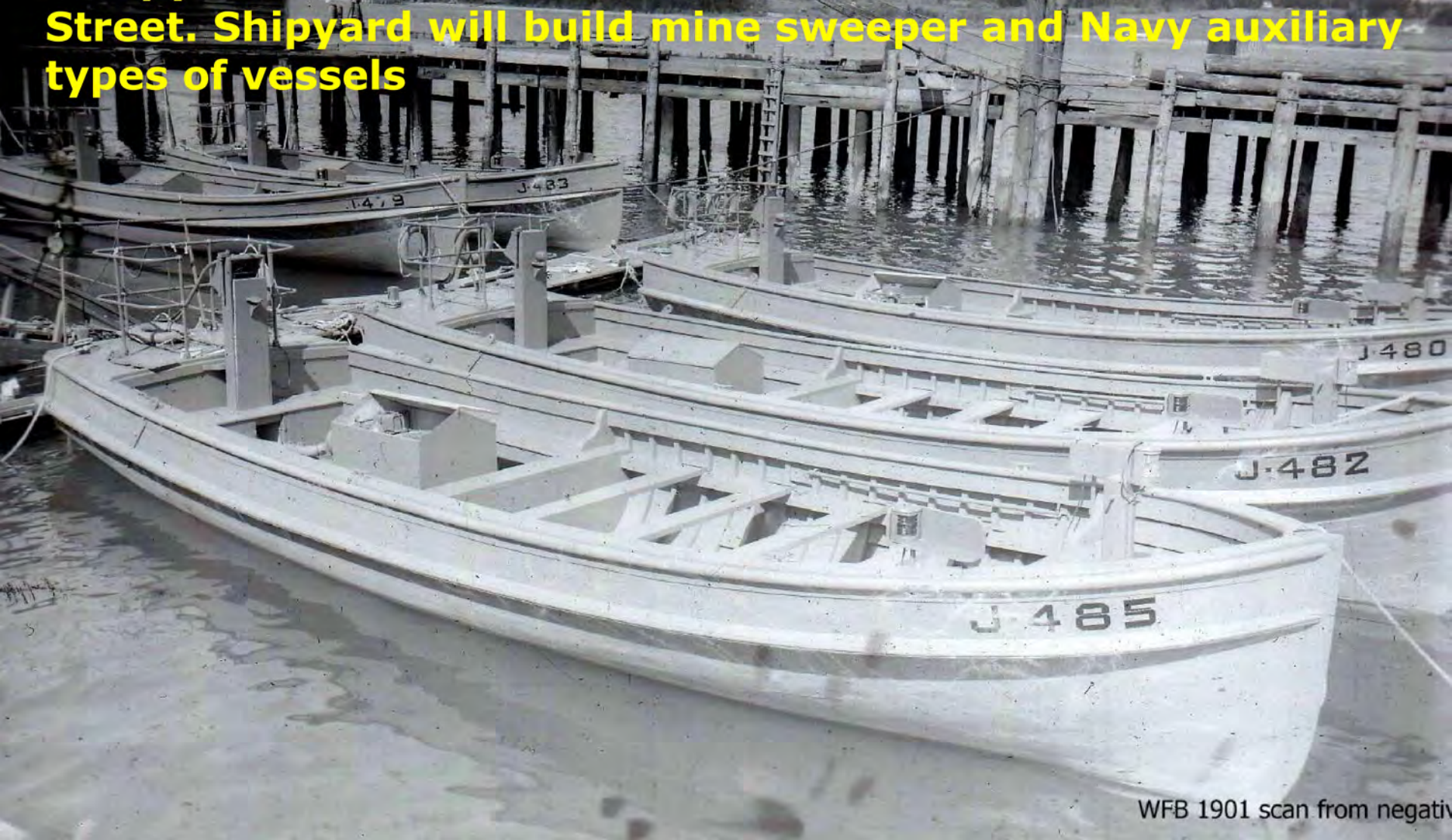


**APEX**

**FISH CO.**



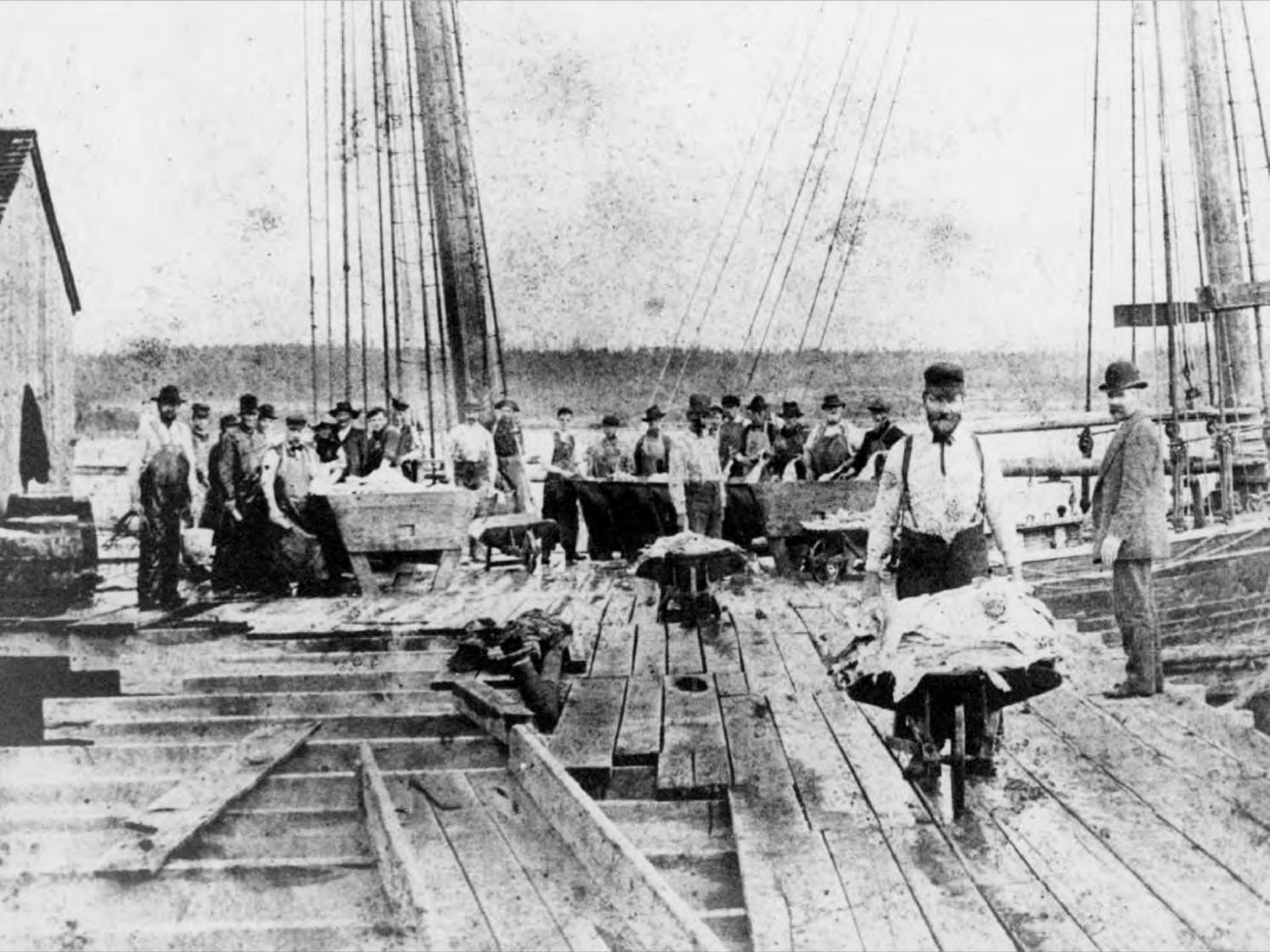
**1942 ANACORTES AMERICAN reported, "Shipyard here."  
"Martinsen Shipyard Company of Seattle to commence  
work immediately on building of ways ... on waterfront."  
"Shipyard to locate between G to J avenues at end of 6th  
Street. Shipyard will build mine sweeper and Navy auxiliary  
types of vessels**

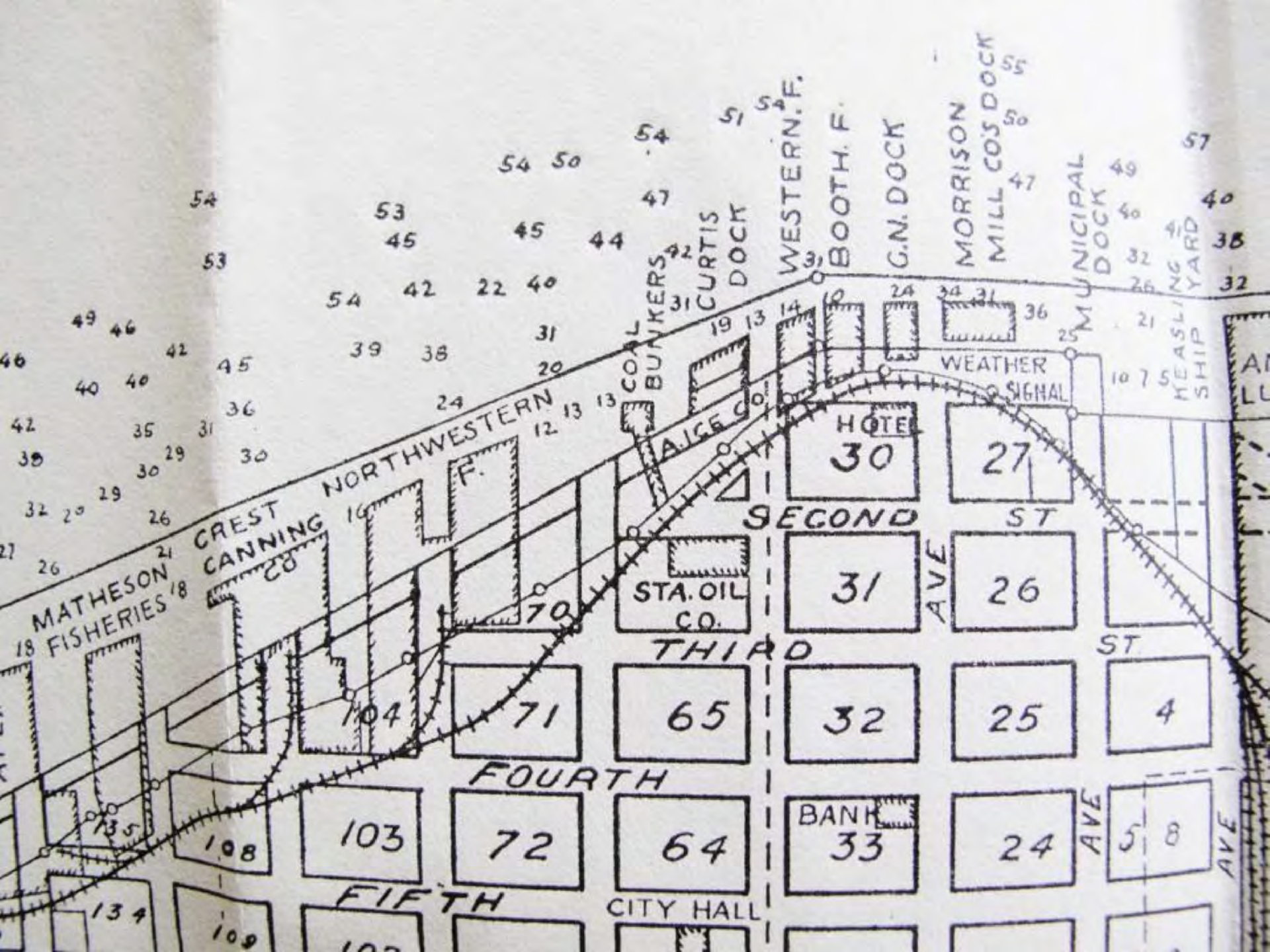














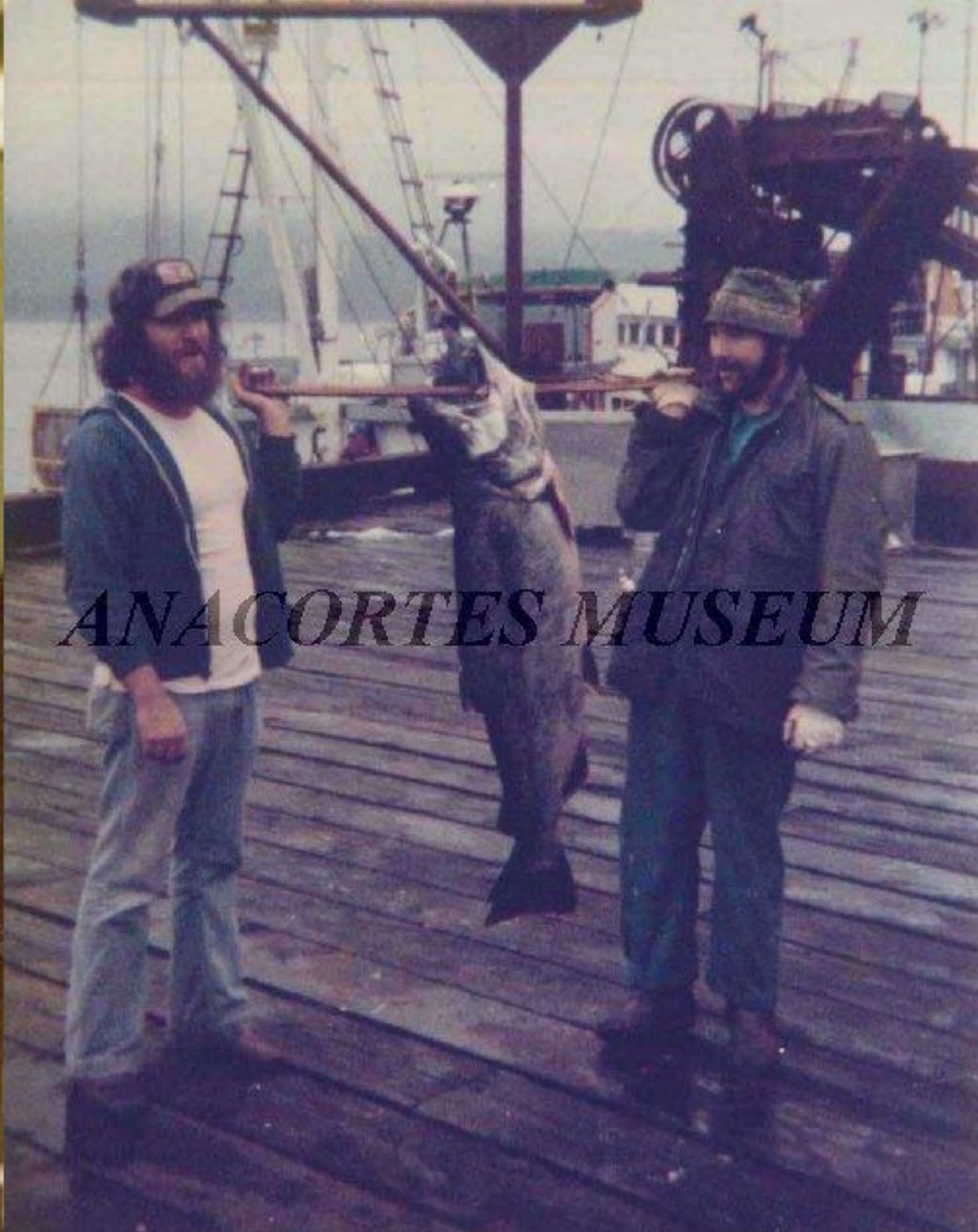


6TH STREET

Ray Lowman (left) and his father, Will A. Lowman hold a 72-pound spring Chinook salmon in 1914. Very likely this salmon was caught in one of Will Lowman's several fish traps. Will started his first cannery, a clam cannery, in 1896 called the White Crest Cannery. Proceeds from this business enabled him to invest in a more lucrative salmon canning business, which he later renamed the Coast Fish Company. (Courtesy of the Anacortes Museum.)











# Explore the Historic North Shore of Fidalgo Island

With Bret Lunsford

Wednesday

May 9

7:00 pm

Free & all welcome

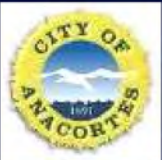
The north shore of Fidalgo Island has transformed many times throughout the history of Anacortes. Join Bret Lunsford, lifelong Anacortes resident and director of the Anacortes Museum, as he shares tales of our island's north shore.



# *Water Treatment Plant*

## Malvern Zetasizer WT

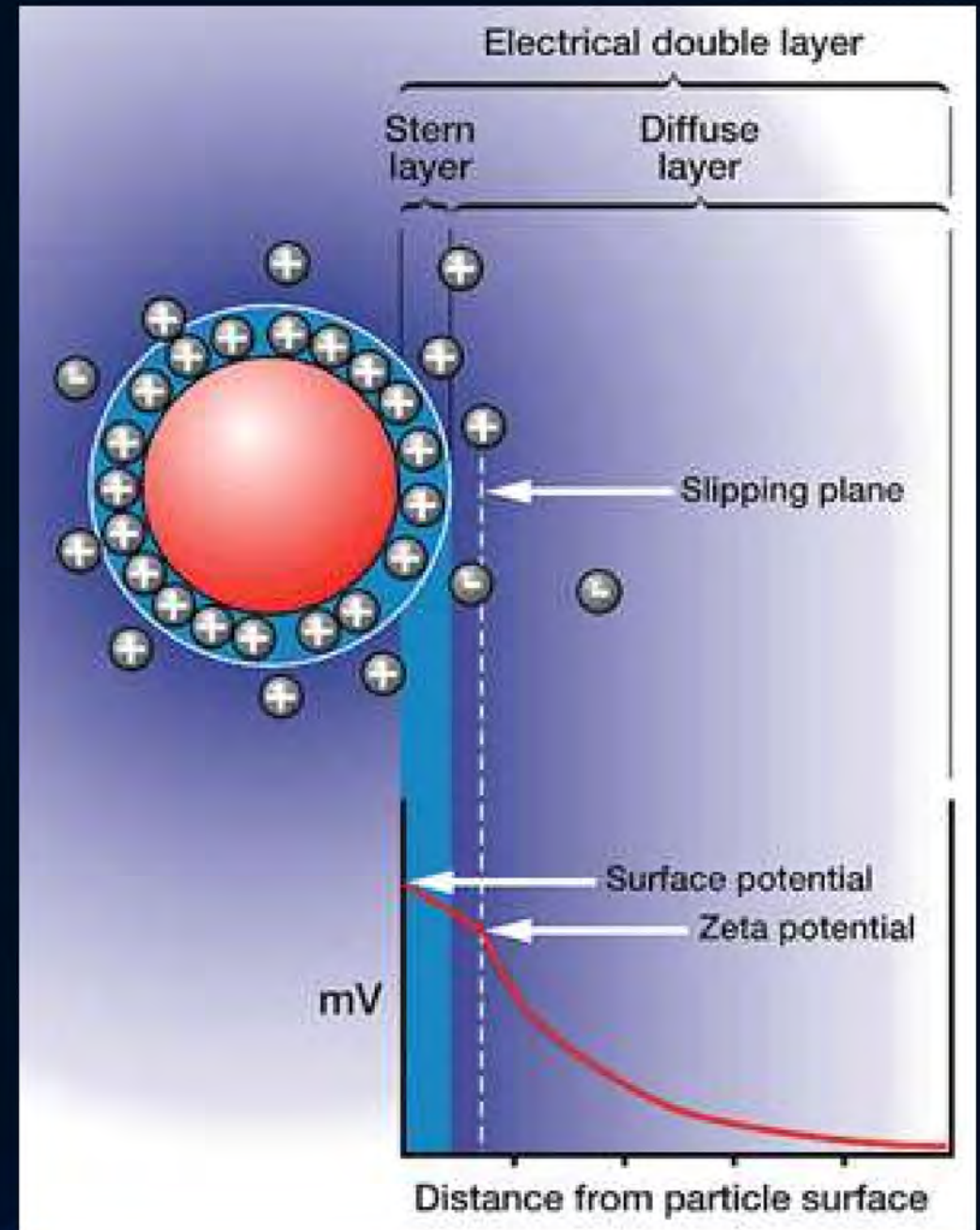
CITY OF ANACORTES PUBLIC WORKS





# *What is a zetasizer?*

- Zeta potential is a parameter that indicates particle charge and can be used to assess the tendency of a system to coagulate
- In layman's terms, it is a tool to help water treatment operators make smart decisions when treating raw water from the Skagit River for drinking water





# ***Zeta potential***

- Indicates when more or less coagulant is required
- Reduces the overdosing of chemicals in the treatment process
- Enables a predictive, rather than a reactive response to dosing
- Provides operators a timely response to rapid changes in raw water quality
- Allows real time data to be used for automated process control
- Zeta measurements are highly reproducible and repeatable
- Reduces operator error

# ***Benefits of Malvern Zetasizer WT***

- Fully automated system delivering lab quality online zeta potential measurements
- Enables continuous, real-time monitoring of flocculation process
- Reduces coagulant and sludge disposal costs
- Reduces vulnerability to sharp changes in incoming water quality
- Plant stability is more easily maintained in the face of storms, flooding, heavy rain and algae blooms, as well as seasonal events such as snow melt and leaf fall
- Used at Tacoma water treatment plant, as well as others in Colorado and the United Kingdom



# ***Maintenance requirements***

- System runs 24/7 with minimal maintenance required
- Low-cost replacement of sample cells and tubing every 4 weeks
- Automatic restart after power interruptions
- Programmable measurement frequency

# *Online Zetasizer WT*

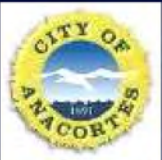
- Currently in use at water treatment plant through rental agreement with option to purchase from Malvern Panalytical of Westborough, Massachusetts
- Since in operation, the plant has seen a 30% reduction in Coagulant Chemical Usage. This is beyond measures plant staff previously took to optimize chemical usage.
- Instrument will pay for itself in less than 12 months based on chemical savings costs.





# Questions?

CITY OF ANACORTES PUBLIC WORKS



# City Council Quarterly Report on Public Works Projects May 2018

|                               |                     |                    |
|-------------------------------|---------------------|--------------------|
| Engineering                   | Operations          | Miscellaneous      |
| Resource Conservation         | Fleet Maintenance   | Street Maintenance |
| Facilities                    | Solid Waste         | Water System       |
| Geographic Information System | Storm Water Utility | Wastewater         |

## Engineering Department

| <b><u>Project</u></b>                                  | <b><u>Description</u></b>                                                           | <b><u>Status</u></b>                                                                   | <b><u>Budget /Funding</u></b>                        |
|--------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|------------------------------------------------------|
| <b>32<sup>nd</sup> and D Roundabout</b>                | Construct Roundabout at the intersection of 32 <sup>nd</sup> and D Avenue           | In Design - Anticipated construction summer of 2018                                    | STPR Design<br>Impact Fee Design<br>TIB Construction |
| <b>March Point Shoulder Widening</b>                   | Build Bike Lanes on MP road for 1200 feet south of Tommy Thompson Trestle Crossing. | Complete                                                                               | STPR                                                 |
| <b>M Ave Paving and Prep Project</b>                   | 27 <sup>th</sup> to 8 <sup>th</sup> Streets – ADA, Drainage, Overlay                | In Construction                                                                        | TBD<br>Pavement Funding, ADA, Storm                  |
| <b>Edwards Way, Highway 20 Intersection</b>            | Design and Construction - Intersection Improvements to Mitigate LOS delays          | In Design                                                                              | STPR<br>Traffic Impact Fees                          |
| <b>Pavement Rating Program</b>                         | Re-rate of all streets to develop on going pavement condition rating                | In progress - 3 <sup>rd</sup> recent rating, completed Pavement Rating program in 2018 | 104 – Street Fund                                    |
| <b>Sewer I&amp;I Program</b>                           | Replace and Repair aging sewer lines using CIPP Replacement                         | In Design                                                                              | Sewer Funds                                          |
| <b>Waterline Replacements and Pavement Restoration</b> | Sugar Loaf<br>Piper Circle                                                          | In Construction - Complete 2018 – Overlay Streets, Install Fiber Conduit               | Water and TBD Funding                                |
| <b>Sewer Line Replacements</b>                         | Replace aging sewer lines 2018                                                      | Ongoing                                                                                | 440                                                  |

Tuesday, February 27, 2018

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| <u><b>Project</b></u> | <u><b>Description</b></u>                                                                                                                                                                                                                                                                                                                           | <u><b>Status</b></u> | <u><b>Budget /Funding</b></u>   |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------|
| Slurry Seal Program   | <b>2018 Portions of:</b> <ul style="list-style-type: none"> <li>• Portalis Way</li> <li>• Portalis Court</li> <li>• Harbor View Court</li> <li>• Allen Court, Airport Road</li> <li>• Pennsylvania Court</li> <li>• West 12<sup>th</sup> Street</li> <li>• 33<sup>rd</sup> Street, Jasper Way</li> <li>• Marion Way</li> <li>• Clyde Way</li> </ul> | Construction in June | Transportation Benefit District |

## Resource Conservation

| <u><b>Project</b></u> | <u><b>Description</b></u>                                                          | <u><b>Status</b></u>            | <u><b>Budget /Funding</b></u> |
|-----------------------|------------------------------------------------------------------------------------|---------------------------------|-------------------------------|
| Commercial Ave LED    | Retrofit Commercial Street lights from 4 <sup>th</sup> to 11 <sup>th</sup> Streets | Design and Construction in 2018 | General Fund                  |

## Facilities

| <u><b>Project</b></u>       | <u><b>Description</b></u>                              | <u><b>Status</b></u>                                                                                                     | <u><b>Budget /Funding</b></u>                                                       |
|-----------------------------|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| City Hall Seismic Upgrade   | Phased Improvements to Improve Structure               | In Design                                                                                                                | Unknown                                                                             |
| LED Project                 | Changing existing lighting in various city facilities. | City Hall, Waste Water Treatment Plant, and Public Library are 90% complete. We will begin other facilities in 2018/2019 | Rebate money from Cobra Head street lighting and rebate money from current project. |
| Library Emergency Generator | Install generator sufficient to run entire building    | Out to Bid                                                                                                               | Library Construction Fund                                                           |

## Geographic Information System

| <u><b>Project</b></u>                                                | <u><b>Description</b></u> | <u><b>Status</b></u> | <u><b>Budget /Funding</b></u> |
|----------------------------------------------------------------------|---------------------------|----------------------|-------------------------------|
| Implement the Cartegraph Asset Management and ESRI Mapping programs. |                           | Ongoing              | N/A                           |

## Fiber Deployment

| <u><b>Project</b></u> | <u><b>Description</b></u>   | <u><b>Status</b></u> | <u><b>Budget /Funding</b></u> |
|-----------------------|-----------------------------|----------------------|-------------------------------|
| Fiber Deployment      | Broadband network set up    | Design Phase         | Water and Sewer Utilities     |
|                       | Westerly Phase of Telemetry | Design Phase         | Water and Sewer Utilities     |
|                       | East Phase                  | Ongoing              |                               |
|                       | Craley Project              | 45% complete         | Water Utility                 |

Tuesday, February 27, 2018

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| <b><u>Project</u></b> | <b><u>Description</u></b> | <b><u>Status</u></b> | <b><u>Budget /Funding</u></b> |
|-----------------------|---------------------------|----------------------|-------------------------------|
|                       | ISM Technology            | Planning             |                               |

## **Operations**

| <b><u>Project</u></b>                  | <b><u>Description</u></b>                                                                                                                                                          | <b><u>Status</u></b>                                                  | <b><u>Budget /Funding</u></b> |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------|
| <b>Complete the Operations Remodel</b> | First Interior update since construction. Phase 1 complete <ul style="list-style-type: none"> <li>• New common area</li> <li>• New restroom</li> <li>• New storage room</li> </ul> | Phase 2 – North side offices, meeting room, Administration/lobby area | REET                          |
|                                        |                                                                                                                                                                                    |                                                                       |                               |

## **Fleet Maintenance**

| <b><u>Project</u></b>            | <b><u>Description</u></b>                                                                                                                  | <b><u>Status</u></b>                                                                                                | <b><u>Budget /Funding</u></b> |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <b>Level of Service analysis</b> | Fleet Maintenance is currently experiencing longer than usual maintenance and repair delays placing increased demand on service equipment. | We are developing a LOS Analysis to determine acceptable levels of response and possible contract of some services. | ERR                           |

## **Solid Waste**

| <b><u>Project</u></b>                               | <b><u>Description</u></b>                                                                                                                | <b><u>Status</u></b> | <b><u>Budget /Funding</u></b> |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------|
| <b>Strategic Plan for Buildout Level of Service</b> | <ul style="list-style-type: none"> <li>• Route development</li> <li>• Staffing levels</li> <li>• Revised collection schedules</li> </ul> | Investigation        | N/A                           |

## **Storm Water Utility**

| <b><u>Project</u></b>                                                                  | <b><u>Description</u></b>                                                                                        | <b><u>Status</u></b> | <b><u>Budget /Funding</u></b> |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------|
| <b>Reviewing the Impervious Areas for all Accounts both Residential and Commercial</b> | Performing a detailed review of all Stormwater Utility accounts. Allow us to rectify inaccuracies in the system. | In Progress          |                               |

Tuesday, February 27, 2018

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## Street Maintenance

| <u>Project</u>              | <u>Description</u>                                                                                                                     | <u>Status</u> | <u>Budget /Funding</u> |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------|
| Small Street Paving Project | 2017 – Purchased a small paving machine. This allows the City to begin paving smaller residential streets using City Operations staff. |               | Paving Funds           |

## Water System

| <u>Project</u>                                 | <u>Description</u>                                                                                                                                                     | <u>Status</u>                                                                | <u>Budget /Funding</u> |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------|
| Decommissioning the Old Water Plant            | Decommission and salvage                                                                                                                                               | We are awaiting approval from DOE to begin decommissioning the 1970 WTP      | 401                    |
| Rerate the Filters to Achieve Maximum Capacity | WTP was designed and constructed to treat and convey 55mgd/day                                                                                                         | Gain Department of Health approval to increase volume of our filter capacity |                        |
| Pursue Alternative Solutions for Disinfection  | Convert from Gaseous Chlorine to sodium hypochlorite for disinfection                                                                                                  | Completion 2018                                                              | 401                    |
| Whistle Lake Reservoir Replacement             | Decommission Eastern Reservoir<br>Construct 2 – 1.5 MG Reservoirs                                                                                                      | February 2018 - Tank #1 filled with water                                    | 401                    |
| Reservoir Maintenance                          | 29 <sup>th</sup> Street Reservoir and Skyline Reservoir requiring interior and exterior maintenance.                                                                   | Scheduled for 2019                                                           | 401                    |
| Plant Security                                 | Implement various security improvements at the WTP <ul style="list-style-type: none"> <li>• Improve perimeter security</li> <li>• Improve Facility Security</li> </ul> | Design                                                                       | 401                    |
| Intake Pump Station Pump replacement           | Replace remaining 2 pumps at the intake station                                                                                                                        | 2018 and 2019                                                                | 401                    |
| West March Point Main Construction             | Construct a redundant water line supply on March Point to supply the refineries                                                                                        | 2020, 2021                                                                   | 401                    |
| Pipeline Replacements                          | Ongoing annual effort to replace our water lines                                                                                                                       | Ongoing                                                                      |                        |

Tuesday, February 27, 2018

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| <b><u>Project</u></b>                                     | <b><u>Description</u></b>                                                                                                                           | <b><u>Status</u></b>                                                                                                | <b><u>Budget /Funding</u></b> |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <b>Regional Water Main Reline Project</b>                 | Portions of the original 36" water main are exhibiting a degradation of the interior lining                                                         | Engineering Study to determine the extent of the degradation of various techniques and materials to reline the pipe | 401                           |
| <b>South Fidalgo Water System</b>                         | Investigate the Acquisition of the South Fidalgo Water System                                                                                       | Feasibility Study including a Financial Analysis                                                                    | N/A                           |
| <b>Raw Waterline Addition from Intake to WTP</b>          | There is only one waterline that runs under the Skagit River from the intake to the plant. This will create redundancy.                             | Permitting process 2018<br>Design 2019<br>Construction 2020                                                         | 401                           |
| <b>Blue Heron Reservoir Booster Pump Station Upgrades</b> | Pump station was built in 1978. Pumps and electrical are aging. Newer pumps would allow better control of the flow rates to the two 2mg reservoirs. | Design 2018<br>Construction 2019                                                                                    | 401                           |

## Wastewater

| <b><u>Project</u></b>                                         | <b><u>Description</u></b>                                                                                                                                                                                                                                                                                   | <b><u>Status</u></b>                                   | <b><u>Budget /Funding</u></b>    |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|
| <b>Sewer System Plan Review</b>                               | Review and Update Elements <ul style="list-style-type: none"> <li>• Force Main</li> <li>• CSO Storage</li> <li>• Rate Analysis</li> </ul>                                                                                                                                                                   | 2018 Combination in House Effort, Financial Consultant | 440                              |
| <b>Heat Exchanger Repairs</b>                                 | Periodic Maintenance of Heat Exchanger                                                                                                                                                                                                                                                                      | In Progress                                            | 440                              |
| <b>Incinerator Outlet and Crossover Duct Rehabilitation.</b>  | Repair and Maintain of Crossover piping between the Heat Exchanger and the Incinerator                                                                                                                                                                                                                      | In Design                                              | 440                              |
| <b>Complete Phase 3 of the Pump Station Telemetry Project</b> | Connect Pump Station in western portion of system                                                                                                                                                                                                                                                           |                                                        |                                  |
| <b>Complete basin rehabilitation project.</b>                 | There are 5 basins slated for rehabilitation, including: <ul style="list-style-type: none"> <li>• Two chlorine contact chambers</li> <li>• Two primary clarifiers</li> <li>• The influent pump room (two channels, each housing a large screw pump that is 60 inches in diameter and 46 ft long)</li> </ul> | Completed                                              | 2018 budget<br>440.000.594.35.64 |

Tuesday, February 27, 2018

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| <b><u>Project</u></b>                       | <b><u>Description</u></b>                                                   | <b><u>Status</u></b>                                              | <b><u>Budget /Funding</u></b>  |
|---------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------------|
| <b>Incinerator Shutdown Maintenance</b>     | Annual Shutdown of the Incinerator                                          | March/April of 2018                                               | 440                            |
| <b>Effluent Pump Station Upgrade</b>        | Upgrade the effluent pumping system capacity to meet peak flow requirements | Planning stage, possibly perform work in 2018 (move up from 2020) | \$275K (2020)                  |
| <b>Pump Station Upgrades</b>                | Replace obsolete equipment and failing infrastructure                       | Ongoing                                                           | \$218K (2019)<br>\$225K (2020) |
| <b>Influent Pump Station Rehabilitation</b> | Coat influent pumps to protect equipment from corrosion                     | Perform work in 2019                                              | \$210K (2019)                  |
| <b>Septic Handling Facility Upgrade</b>     | Add SCADA control and automation to facility                                | Perform work in 2020                                              | \$80K (2020)                   |

Tuesday, February 27, 2018

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# Impact Fees: Ordinance 3022

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May 7, 2018



# Impact Fees Currently

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- Only addressed in Chapter 3.92: Parks Impact Fees
- Code doesn't address fire or transportation impact fees
- No provision for deferral or low income exemption

# Proposed Plan

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- Goal One: Codify impact fee regulations so all impact fee provisions are in one place
- Goal Two: Provide for a partial exemption for low income housing for impact fees and general facilities charges
- Goal Three: Provide a deferral program for single family residences



# Ordinance 3022

- Does not change the impact fee amounts currently in place
- Creates Chapter 3.93 on Impact Fees

---
- Provides general provisions applicable to all types
  - Parks
  - Fire
  - Transportation
  - School Facilities
- Creates deferral for single family residence construction – can be paid prior to Cert of Occupancy
- Creates partial exemption for low income housing – up to 80% of fees
- Updates Table 19.20.030-1: Assessment of impact fees are Type 1 Administrative Ministerial Actions
- Creates Chapter 13.44 on GFC Waivers and reductions for low income housing

QUESTIONS?

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# City Council Agenda Bill

**Meeting Date:** 5/7/2018

**Agenda Item:** 7d

**Subject:** Impact Fee Ordinance

**Staff Contact:** Don Measamer, Darcy Swetnam

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

| Action Type |                    |
|-------------|--------------------|
| x           | Ordinance No. 3022 |
|             | Code Revision?     |
|             | Resolution No.     |
|             | Contract           |
|             | Public Hearing     |
|             | Staff Report       |

**Summary Statement:** Staff would like to introduce for a first reading Ordinance 3022, which codifies the City's various impact fees, provides procedures for applicants to appeal certain impact fee decisions, and provides waiver of both impact fees and general facilities charges for applicants seeking to provide low-income housing.

**Background:** Currently the Anacortes Municipal Code only addresses park impact fees, although impact fees for fire and transportation have previously and separately been adopted by ordinance. This Ordinance seeks to consolidate and codify all impact fee provisions into one Chapter while providing some additional features not currently provided for in the Anacortes municipal code. First, the update will align the process for appealing the Director's decision on certain impact fee issues with the procedures in Chapter 19.20 of the Unified Development Code. Second, this update provides a fee waiver program for both impact fees and general facilities charges for applicants providing low-income housing. The update also provides a deferral program for applicants seeking a building permit for a single-family residence, as required by state law. Ordinance 3022 aligns the City Code with state law and provides consistency, transparency, and new tools for new applicants and the City.

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

**Previous Council/Committee Action:** N/A

**Competing Viewpoints Considered:**

**Recommended Motion:** I move we adopt Ordinance 3022.

**Alternative Actions:**

**Attachments** (listed in order presented): Proposed Ordinance 3022



## **Ordinance No. 3022**

### **An Ordinance Adopting a New Chapter 3.93 Regarding Impact Fees, Amending AMC Table 19.20.030-1, Review Classification and Process Matrix, and Amending AMC Chapter 13.44 Regarding Reductions and Waivers to General Facilities Charges.**

**Whereas**, the Anacortes Municipal Code currently provides for the imposition of a parks and recreation impact fee in Chapter 3.92; and

**Whereas**, the City Council desires to update the Anacortes Municipal Code regarding all types of development impact fees, to provide impact fee payment deferral as required by RCW 82.02.050(3), and to provide fee waivers and exemptions to provide incentives for development of affordable housing in Anacortes; and

**Whereas**, the Anacortes Municipal Code currently provides for the imposition of general facilities connection charges for public utility services including sewer, stormwater and water in Title 13; and

**Whereas**, the City Council desires to provide a general facilities connection charge waiver to provide incentives for development of affordable housing in Anacortes; and

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

- Section 1. Ordinance 2277 is repealed in its entirety.
- Section 2. Ordinance 3011 with attached Exhibit A is hereby affirmed notwithstanding the repeal of Ordinance 2277 as the City's metric for calculating traffic impact fees.
- Section 3. AMC Chapter 3.92 Parks and Recreation Impact Fees is hereby repealed in its entirety. Schedule A attached to Ordinance 2474, which establishes the Parks and Recreation Impact Fee amount, is hereby affirmed notwithstanding the repeal of AMC Chapter 3.92.
- Section 4. AMC Chapter 3.93, as shown in Attachment A, is hereby adopted.
- Section 5. AMC Table 19.20.030, as shown in Attachment A, is hereby amended.
- Section 6. AMC Chapter 13.44, as shown in Attachment A, is hereby amended.
- Section 7. This ordinance takes effect five days after publication.

PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2018.

**CITY OF ANACORTES:**

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

**Attest:**

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

**Approved as to Form:**

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



### **New Chapter 3.93 Impact Fees**

- 3.93.010 Purposes
- 3.93.020 Definitions
- 3.93.030 Applicability
- 3.93.040 Assessment, Calculation and Deferral
- 3.93.050 Use of Impact Fees
- 3.93.060 Partial Exemption for Low Income Housing
- 3.93.070 Independent Fee Calculations
- 3.93.080 Credits
- 3.93.090 Refunds
- 3.93.100 Appeals
- 3.93.110 Adoption of Impact Fees

#### **3.93.010 Purpose.**

- A. New development in the City of Anacortes creates additional demand and need for public facilities and infrastructure.
- B. New development should pay for its proportionate share of new public facilities and infrastructure needed to serve the new development.
- C. Impact fees are an efficient and predictable method of collecting such funding.
- D. The purpose of this chapter is to provide a system for assessment, collection, and administration of impact fees consistent with the authority and requirements of RCW Chapter 82.02.
- E. Existing Authority Unimpaired. Nothing in this Chapter precludes the City from requiring the feepayer or the proponent of a development activity to mitigate adverse environmental impacts of a specific development pursuant to the State Environmental Policy Act, RCW Chapter 43.21C, or RCW Chapter 58.17, governing land divisions and subdivisions; provided, that the exercise of this authority must be consistent with RCW 43.21C.065 and 82.02.100.

#### **3.93.020 Definitions.**

“Feepayer” means a person, corporation, partnership, and incorporated association, or any similar entity, or department or bureau of any governmental entity or municipal corporation commencing a land development activity which creates the demand for additional capital facilities, and which requires the issuance of a building permit. “Feepayer” includes an applicant for an impact fee credit.

“Impact fee” has the same meaning as in RCW 82.02.090, i.e. a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public

facilities, and that is used for facilities that reasonably benefit the new development. "Impact fee" does not include a reasonable permit or application fee.

### **3.93.030 Applicability.**

- A. Per RCW 82.02.060, the City's impact fee schedule must be adopted by ordinance and must specify the service area for each category of development. Per RCW 82.02.090, the City may adopt impact fees for public facilities, which include:
  - 1. public streets and roads;
  - 2. publicly owned parks, open space, and recreation facilities;
  - 3. school facilities; and
  - 4. fire protection facilities.
- B. The City hereby authorizes the assessment and collection of Impact Fees on development activity within the City of Anacortes.
- C. The requirements of this chapter apply to any building permit for the construction, establishment, or expansion of a building, structure, or use that creates additional demand and need for public facilities.
- D. **Exemptions.** The Director is authorized to determine whether a particular development activity falls within an exemption identified in this Chapter or any other applicable law. Determinations of the Director must be in writing.
  - 1. **Exemption from all impact fees.** Building permits for the following activities are exempt from the payment of all impact fees:
    - a. The alteration, reconstruction, remodeling, or replacement of existing buildings or structures, including mobile homes or manufactured homes, when all of the following conditions are met:



- i. For nonresidential structures or the nonresidential portion of mixed-use structures, no additional gross floor area is added;
    - ii. For residential structures or the residential portion of mixed-use structures, no additional dwelling unit is added;
    - iii. For all structures, the alteration, reconstruction, remodeling, or replacement creates no additional demand on fire, park, school, or transportation systems;
    - iv. For all structures, no change in use is proposed, or a use is changed to a similar use which has the same, or lower, demand on fire, park, school, or transportation systems; and
    - v. For replacement structures, the replacement structure occurs at the same site or lot within 48 months of the demolition or destruction of the prior structure, and the structure being replaced is demolished or moved outside the boundaries of the City.
  - b. Accessory dwelling units;
  - c. Residential accessory structures;
  - d. Non-residential accessory structures or uses where no additional fire, park, school or transportation demand will occur over and above that produced by the principal building or use of the land;
  - e. Parking garages and building spaces that are constructed solely to park motor vehicles that are not for sale, lease or rent, or part of a stock in trade;
  - f. Temporary uses and structures.
2. **Exemption from park impact fees only.** Building permits for nonresidential construction are exempt from the payment of park impact fees.
  3. **Exemption from fire impact fees only.** Building permits for single family homes in which a residential fire sprinkler system is installed (per RCW 82.02.100) are exempt from the payment of fire impact fees, not including any proportionate share related to the delivery of emergency medical services.
  4. **Exemption from certain impact fees based on alternative mitigation.** A building permit is exempt from the requirement to pay impact fees if any of the following mitigation has been provided, in lieu of impact fee prior to the date of adoption of this Chapter:
    - a. A developer and the City have entered into a voluntary agreement for the payment of fees, dedication of land, or the construction of a public facility segment by the developer; or

- b. A SEPA mitigation condition exists imposing the obligation of the payment of fees, dedication of land, or the construction of a public facility segment upon the developer; or
- c. A land division condition exists imposing the obligation of the payment of fees, dedication of land, or the construction of a public facility segment upon the developer.

### **3.93.040 Assessment, Payment, and Deferral.**

#### **A. Assessment and payment.**

- 1. Impact fees are assessed at the time a complete building permit application is submitted using the adopted unified fee schedule in effect at that time.
- 2. Impact fees are due at the time the building permit is issued.
- 3. Failure to pay the impact fees for all permits applied for as required in this Chapter will result in the denial of the requested permits.

#### **B. Deferral.** An applicant for a building permit for a single-family residence may defer payment pursuant to this Subsection.

- 1. Deferrals are limited to 20 building permits per applicant, as defined in RCW 82.02.050(3)(g)(i), per calendar year.
- 2. The applicant must grant and record a deferred impact fee lien in favor of the City, on forms provided by the Department, concurrent with the Department's issuance of the building permit.
- 3. The deferral lasts 18 months or until final inspection, whichever is earlier.
- 4. The Department must withhold certification of final inspection until the applicant pays the impact fees in full.

#### **C.** When an impact fee is required, the City may also collect an administration fee, per the adopted fee schedule, to cover the cost of administration.

### **3.93.050 Use of Impact Fees.**

#### **A.** Impact fees:

- 1. Must be used for public facility improvements that will reasonably benefit the new development.
- 2. May not be imposed to make up for deficiencies in public facilities serving existing developments.
- 3. Must not be used for maintenance or operation of existing public facilities.
- 4. May be spent for improvements, including, but not limited to, facility planning, land acquisition, site improvements, necessary off-site improvements, construction, engineering,



architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, capital equipment pertaining to public facilities, and any other expenses which can be capitalized.

5. May also be used to recoup public facility improvement costs previously incurred to the extent that new growth and development will be served by the previously constructed improvements or incurred costs and provided the proposed impact fee otherwise meets the requirements of RCW 82.02.050 through 82.02.100.
- B. In the event that bonds or similar debt instruments are or have been issued for the construction of public facility or system improvements for which impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this Section and are used to serve the new development. Capital facilities plans using impact fees for the purpose of assisting in the provision of capital facilities of facility systems must clearly differentiate between funds used for new improvement and those funds used to correct existing deficiencies.
- C. Impact fees must be expended or encumbered within the period identified in RCW 82.02.070, unless the City Council identifies in written findings extraordinary and compelling reason or reasons for holding the fees beyond the statutory period, after consultation with any affected district.

### **3.93.060 Partial Exemption for Low-Income Housing.**

- A. Impact fees for building permits for low-income housing may receive a discount of 80% per [RCW 82.02.060](#).
- B. Low-income housing means housing with a monthly housing expense that is no greater than thirty percent of eighty percent of the median family income (defined by HUD) adjusted for family size, for Skagit County, as reported by the United States Department of Housing and Urban Development.
- C. The discount must be conditioned on requiring the property owner to record an affordable housing covenant in a form approved by the City with the Skagit County Auditor. The covenant must run with the land and be binding on the owner, assigns, heirs and successors and must:
  1. prohibit use of the property or units for any purpose other than for low-income housing, as defined in this section;
  2. address price restrictions and household income limits for the low-income housing;
  3. provide that if the property or units are converted to a use other than for low-income housing, the property owner must pay the applicable impact fees in effect at the time of conversion;

- 4. address reporting and monitoring requirements and any other topics related to the provision of low-income housing units deemed necessary by the City.
- D. If the City collects impact fees on behalf of a school district, the school district must approve the discount.
- E. The City may, at its sole discretion, establish a monitoring fee for the affordable units to cover the costs to the City to review and process documents to maintain compliance with income and affordable restrictions of the covenant.

### **3.93.070 Alternative and Independent Fee Calculations.**

- A. If in the judgment of the Director, the fee categories or fee amounts set forth in this Chapter or the adopted impact fee schedule do not accurately describe or capture the impacts of a new development on public facilities, the Department may prepare alternative fee calculations and the Director may impose alternative fees on a specific development based on those calculations. The alternative fees and the calculations must be set forth in writing and provided to the feepayer.
- B. A feepayer may request to have the impact fees determined according to an independent fee calculation for the development activity for which a building permit is sought. The documentation submitted must show the basis upon which the independent fee calculation was made. The City Council and any affected district will review the independent fee calculation and provide an analysis to the Director concerning whether the independent fee calculation should be accepted, rejected, or accepted in part. The Director, as part of a project permit review, may adopt, reject, or adopt in part the independent fee calculation based on the analysis prepared by the district, or may impose alternative fees based on the calculations of the Department, the feepayer's independent fee calculation, the specific characteristics of the development, and/or principles of fairness. The fees or alternative fees and the calculations must be set forth in writing and will be provided to the feepayer and to the district.
- C. Any feepayer submitting an independent fee calculation must pay the City a fee to cover the cost of reviewing the independent fee calculation, as identified in the adopted unified fee schedule.
- D. While there is a presumption that the calculations set forth in fee rate studies developed by the City are valid, the Director will consider the documentation submitted by a feepayer and the analysis prepared by a district, but is not required to accept such documentation or analysis which the Director reasonably deems to be inaccurate or not reliable, and may, in the alternative, require the feepayer or the district to submit additional or different documentation for consideration. The Director is authorized to adjust the impact fees on a case-by-case basis based on the independent fee calculation, the specific characteristics of the development, and/or principles of fairness. The fees or alternative fees and the calculations must be set forth in writing and will be mailed to the feepayer and to the affected district.



### **3.93.080 Credits.**

A. **Credit for existing development.** Whenever the alteration, reconstruction, remodeling, or replacement of existing buildings or structures results in additional gross floor area or additional dwelling units, the applicant may receive credit for the existing buildings or structures and an impact fee may be required only for the additional gross floor area or additional dwelling units.

**B. Credit for construction of public facilities.**

1. If a development subject to an impact fee is approved subject to a condition that the applicant construct a public facility that is identified in the City's or affected district's capital facilities plan and is acceptable to the City and any affected district, the development applicant is entitled to a credit for the actual cost of providing the facility against the impact fee for that type of public facility.
2. For each request for a credit or credits, once the City has determined that the dedication improvements and/or construction would be suitable for district purposes, the City must select an appraiser. The appraiser will be directed to determine the value of the dedication, improvements, or construction provided by the feepayer on a case-by-case basis.
3. The feepayer will pay for the cost of the appraisal or request that the cost of the appraisal be deducted from the credit which the Director may be providing to the feepayer, in the event that a credit is awarded.
4. After receiving the appraisal and after consultation with any affected district, the Director will provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, where applicable, the legal description of the donation, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate, and return such signed document to the Director before the impact fee credit will be awarded. The failure of the applicant to sign, date, and return such document within 60 calendar days will nullify the credit.
5. Any claim for credit must be made no later than 20 calendar days after the submission of an application for a building permit.
6. In no event may the credit exceed the amount of the impact fees that would have been due for the proposed development activity.
7. No credit may be given for improvements that are not system improvements.
8. For each request for a credit for significant past tax payments made for particular public facility system improvements, the feepayer must submit receipts and a calculation of past tax payments earmarked for or proratable to the particular system improvements.

### **3.93.090 Refunds.**

- A. If the City or a district fails to expend or encumber the impact fees within the period established by Chapter 82.02 RCW, or where extraordinary or compelling reasons exist and have been identified in written findings by the City Council, the current owner of the property on which impact fees have been paid may receive a refund of such fees. In determining whether impact fees have been expended or encumbered, impact fees will be considered expended or encumbered on a first-in, first-out basis.
- B. The City will notify potential claimants by first-class U.S. mail to the last known address of such claimants. Fees are identified with land parcels; therefore, a potential claimant or claimant must be the owner of the property at the time refunds are initiated.
- C. Current owners seeking a refund of impact fees must submit a written request for a refund of the fees to the Director within one year of the date the right to claim the refund arises or the date that notice is given, whichever is later.
- D. Any impact fees for which no application for a refund has been made within this one-year period will be retained and expended on a related type of public facility for which the fees were originally collected.
- E. Refunds of impact fees under this Section will include any interest earned on the impact fees.
- F. Per RCW 82.02.080(2), when the City seeks to terminate any or all components of the impact fee program, all unexpended or unencumbered funds from any terminated component or components, including interest earned, will be refunded pursuant to this Section. Upon the finding that any or all fee requirements are to be terminated, the City will place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and will notify all potential claimants by first-class mail at the last known address of the claimants. All funds available for refund will be retained for a period of one year. At the end of one year, any remaining funds will be retained by a district, but must be expended for the appropriate facilities. This notice requirement will not apply if there are no unexpended or unencumbered balances within the account or accounts being terminated.
- G. The City will also refund to the current owner of property for which impact fees have been paid all impact fees paid, including interest earned on the impact fees, when the developer does not proceed with the development activity and no impact has resulted; except that, if a district has expended or encumbered the impact fees in good faith prior to the application for a refund, the district can decline to provide the refund.

### **3.93.100 Appeals.**

- A. A feepayer may appeal the Director's decisions with respect to any of the following:
  - 1. the amount or applicability of impact fees to a building permit;
  - 2. the amount or availability of an exemption or a credit;



3. an independent fee calculation.
- B. An appeal is ripe and may be filed only after calculation and assessment of the impact fees.
- C. A feepayer may pay the impact fees assessed per this Chapter under protest to obtain a building permit or occupancy permit.
- D. Appeals under this Chapter may be made subject to the procedures set forth in AMC 19.20.

### **3.93.110 Adoption of School District Impact Fees**

- A. The City may collect impact fees on behalf of a school district that has complied with the provisions of this subsection. Before the City may collect impact fees on behalf of a district:
  1. The district must submit its capital facilities plan, impact fee schedule, and impact fee calculations;
  2. The City must incorporate the district's capital facilities plan into the City's comprehensive plan;
  3. The City must adopt the district's impact fee schedule by ordinance; and
  4. The City and the district must enter into an interlocal agreement with the district consistent with this Section.
- B. The interlocal agreement between the City and the district must include the following:
  1. Procedures for the collection, accounting, and refunds of impact fees consistent with this Chapter;
  2. A requirement for the district to use the impact fees and any interest earned in accordance with State law governing impact fees;
  3. A requirement to provide an annual report to the City consistent with RCW 82.02.070;
  4. A requirement for the district to indemnify the City against any claim for refunds or challenges to payment of the impact fees for that district.

## Amended Chapter 19.20 Application Procedures

Table 19.20.030 Types of review is amended as follows:

**Table 19.20.030-1 Table Review Classification and Process Matrix**

| Types of Review       | Type 1<br>Administrative<br>Ministerial<br>Actions                                                                                                                                                                                                                                                                                                                                                                                           | Type 2<br>Administrative<br>Decisions                                                                                                                                                                                                                                                                                                                                                                                                            | Type 3-HE<br>Hearing<br>Examiner<br>Decisions                                                                               | Type 3-PC<br>Planning<br>Commission<br>Decisions                                                                                                                                                                                                                                                                                                                                                                                          | Type 4<br>City Council<br>Decisions                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Types of Applications | <ul style="list-style-type: none"> <li>• Accessory dwelling units</li> <li>• <a href="#">Assessment of impact fees per AMC Chapter 3.93</a></li> <li>• Building, mechanical, and plumbing permits</li> <li>• Clearing and grading permits</li> <li>• Extension of time for approval</li> <li>• Shoreline exemptions</li> <li>• Minor permit revisions</li> <li>• Wireless Telecommunication uses in AMC <a href="#">17.63.060</a></li> </ul> | <ul style="list-style-type: none"> <li>• Administrative conditional use permits, including home occupation permits</li> <li>• Affordable Housing Demonstration Program Projects</li> <li>• Binding site plans</li> <li>• Boundary line adjustments</li> <li>• Level 1 variances</li> <li>• Preliminary short subdivisions</li> <li>• SEPA threshold determinations</li> <li>• Stormwater Management Manual adjustments and exceptions</li> </ul> | <ul style="list-style-type: none"> <li>• Special use permits for towers or antennas</li> <li>• Level 2 variances</li> </ul> | <ul style="list-style-type: none"> <li>• Shoreline Substantial Development Permits (SSDP) for projects valued less than one million dollars on site less than three acres</li> <li>• Shoreline Conditional Use and Variance Permits</li> <li>• Special use and reasonable use permits per AMC Chapter <a href="#">17.70</a></li> <li>• Any other applications identified as "conditional uses" in AMC Title <a href="#">17</a></li> </ul> | <ul style="list-style-type: none"> <li>• Conditional use permits, except administrative CUPs</li> <li>• Essential Public Facilities, type 1 and 2</li> <li>• Manufactured home subdivisions</li> <li>• Preliminary long subdivisions</li> <li>• Modifications &amp; exceptions per AMC Chapter <a href="#">16.24</a></li> <li>• Site-specific rezones authorized by the comprehensive plan</li> <li>• Shoreline Substantial Development Permits (SSDP) for projects</li> </ul> |



| <b>Types of Review</b>                  | <b>Type 1<br/>Administrative<br/>Ministerial<br/>Actions</b> | <b>Type 2<br/>Administrative<br/>Decisions</b>              | <b>Type 3-HE<br/>Hearing<br/>Examiner<br/>Decisions</b> | <b>Type 3-PC<br/>Planning<br/>Commission<br/>Decisions</b> | <b>Type 4<br/>City Council<br/>Decisions</b>                            |
|-----------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------------------------|
|                                         |                                                              |                                                             |                                                         |                                                            | valued at one million dollars or more or on site of three acres or more |
| Pre-Application Conference              | At discretion of Director                                    | At discretion of Director                                   | Yes                                                     | Yes                                                        | Yes                                                                     |
| Pre-Application Neighborhood Meeting    | No                                                           | No, except for short subdivisions at discretion of Director | Yes                                                     | Yes                                                        | Yes                                                                     |
| Notice of Application                   | No                                                           | Yes                                                         | Yes                                                     | Yes                                                        | Yes                                                                     |
| Comment Period                          | None                                                         | 14 days                                                     | 21 days                                                 | 21 days (30 for shoreline permits)                         | 21 days (30 for shoreline permits)                                      |
| Recommendation By                       | None                                                         | None                                                        | Director                                                | Director                                                   | Planning Commission                                                     |
| Pre-Decision Open-Record Public Hearing | No                                                           | No                                                          | Yes, before Hearing Examiner                            | Yes, before Planning Commission                            | Yes, before Planning Commission                                         |
| Closed-Record Decision Hearing          | No                                                           | No                                                          | No                                                      | No                                                         | Yes, before City Council                                                |
| Decision By                             | Director                                                     | Director                                                    | Hearing Examiner                                        | Planning Commission                                        | City Council                                                            |
| Notice of Decision                      | No                                                           | Yes                                                         | Yes                                                     | Yes                                                        | Yes                                                                     |
| Local Appeal Available To               | Hearing Examiner                                             | Hearing Examiner                                            | City Council                                            | City Council                                               | None                                                                    |

|                         | Type 1<br>Administrative<br>Ministerial<br>Actions | Type 2<br>Administrative<br>Decisions | Type 3-HE<br>Hearing<br>Examiner<br>Decisions | Type 3-PC<br>Planning<br>Commission<br>Decisions | Type 4<br>City Council<br>Decisions |
|-------------------------|----------------------------------------------------|---------------------------------------|-----------------------------------------------|--------------------------------------------------|-------------------------------------|
| Types of Review<br>Type | Open-record                                        | Open-record                           | Closed-record                                 | Closed-record                                    | N/A                                 |

(Ord. 2992 § 1 (Att. A), 2016)

## Amended Chapter 13.44 Low Income Charge Waivers and Reductions

Sections:

**13.44.010** General facility charges – Waiver for low income housing.

**13.44.020** Reduction in monthly charges granted to low income and indigent residents.

### **13.44.010 General Facility Charges – Waiver for Low-Income Housing.**

- A. Sewer, stormwater and water general facility charges for building permits for low-income housing may be waived per RCW 35.92.380.
- B. Low-income housing means housing with a monthly housing expense that is no greater than thirty percent of eighty percent of the median family income (defined by HUD) adjusted for family size, for Skagit County, as reported by the United States Department of Housing and Urban Development.
- C. The waiver must be conditioned on requiring the property owner to record a low-income housing covenant in a form approved by the City with the Skagit County Auditor. The covenant must run with the land and be binding on the owner, assigns, heirs and successors and must:
  1. prohibit use of the property or units for any purpose other than for low-income housing, as defined in this section;
  2. address price restrictions and household income limits for the low-income housing;
  3. provide that if the property or units are converted to a use other than for low-income housing, the property owner must pay the applicable general facilities charges in effect at the time of conversion;
  4. address reporting and monitoring requirements and any other topics related to the provision of low-income housing units deemed necessary by the City.



- D. The City may, at its sole discretion, establish a monitoring fee for the low-income units to cover the costs to the City to review and process documents to maintain compliance with low-income restrictions of the covenant.

**13.44.020      Reduction in monthly charges granted to low income and indigent residents.**

- A. There is granted a reduction in monthly city charges for water, sewer, storm sewer, and sanitation services, to low income and indigent residents of the city who meet the qualifications and requirements of Sections [B](#) and [C](#), as follows:
  - 1. For all water, sewer, storm sewer, and sanitation utility charges incurred after June 1, 1984, the city shall reimburse low income and indigent residents of the city as defined in this chapter twenty percent of the minimum water, sewer, storm sewer, and sanitation charges as prescribed by the city rate ordinances, in the form of a reduction of such charges.
- B. Reduction eligibility determination. Qualifications (low income and indigent resident defined). To qualify for the relief set forth in Subsection [\(A\)\(1\)](#), an individual shall:
  - 1. Be a bona fide resident of the city during all periods during which said relief is requested and received; and
  - 2. Have an income from all sources whatsoever not to exceed the income eligibility guidelines as contained in Exhibit A attached to the ordinance codified in this chapter which is by this reference made a part hereof.
  - 3. For the purposes of this section, "income" shall include railroad retirement and social security benefits, investment income in the form of dividends from stock, interest on savings accounts and bonds, capital gains, gifts and inheritance, net rental income from real estate, disability payments, retirement pay and annuities. Reimbursement for losses are not to be considered as income. (Ord. 1947 § 2, 1984)
- C. Application requirements—Rules and regulations.
  - 1. All claims for application of this chapter must be made and filed with the department of finance of the city and no relief from charges incurred prior to the date on which the application is approved shall be granted.
  - 2. All requests for eligibility under this chapter shall be submitted to the department of finance in writing on a form provided by said department and certified by the claimant.
  - 3. The department of finance of the city shall publish rules and regulations to implement this chapter. (Ord. 1947 § 3, 1984)
- D. Penalty for a false statement. It is a misdemeanor for any person to knowingly file any false application for a reduction of utility charges under this chapter or to knowingly make any false statement or knowingly provide any false information on said application. A violation of this section shall be punishable by a maximum jail penalty of ninety days and/or a maximum fine of five hundred dollars.

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



**Anacortes City Council  
Anacortes Planning Commission**

**NOTICE OF SPECIAL MEETING**

Wednesday, May 9, 2018  
6:00 p.m.

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

**NOTICE IS HEREBY GIVEN** that the Anacortes City Council and the Anacortes Planning Commission will convene in a special joint session on Wednesday, May 9, 2018 at 6:00 p.m. in the City Council Chambers for the purpose of attending the Anacortes Municipal Code Update: Development Regulations and Design Standards Adoption Process Kick-Off.

No final action will be taken.

**Published: May 2, 2018**

**Distribution: City Council  
Planning Commission  
Media**

If reasonable accommodation of a disability is needed please contact Cherri Kahns at 299-1950 at least 48 hours prior to this meeting.





## Anacortes City Council

### Proposed Agenda Items for the Next Eight Weeks Beginning May 14, 2018

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

#### May 9, 2018

##### Special Joint Meeting of the Anacortes City Council and Anacortes Planning Commission

Anacortes Municipal Code Update: Development Regulations and Design Standards Adoption Process Kick-Off

\*\*\*\*\*

#### May 14, 2018

- Closed Record Decision Hearing: "A" Dock Replacement & Reconfiguration, Shoreline Substantial Development Permit, Port of Anacortes, SDP-2018-0002 (Discussion/Possible Action)
- Contract Award: Municipal Fiber Pilot Zone Construction (Discussion/Possible Action)
- Resolution 2013: Municipal Broadband Network (Discussion/Possible Action)
- Contract Award: Skagit River 42" Water Line Project Design & Permitting 18-070-WTR-001 (Action)

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#### May 21, 2018

- Anacortes Historic Preservation Board Update (Discussion)
- Guemes Channel Trail Update (Discussion)

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#### May 29, 2018

- Pavement Management Program Update (Discussion)
- Resolution 2015: Collective Bargaining Agreement by and between the City of Anacortes and the Anacortes Commissioned Police Officers 6/1/2018-12/31/2021 (Discussion/Possible Action)
- Executive Session (15 Minutes) : Collective Bargaining Update (6 PM at beginning of meeting)

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#### June 4, 2018

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#### June 11, 2018

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#### June 18, 2018

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#### June 25, 2018

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#### July 2, 2018

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### Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, May 7, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Port/City Liaison, Tuesday, May 8, 2018, 8:30 AM, Port of Anacortes
- Skagit County Law & Justice Council, Wednesday, May 9, 2018, 8:15 AM, Mount Vernon
- Finance, Wednesday, May 9, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, May 14, 2018, 5:00 PM, Main Conference Room, City Hall
- Parks & Recreation, Thursday, May 17, 2018, 6:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 21, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, May 23, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, May 28, 2018, 5:00 PM, Main Conference Room, City Hall