



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

July 23, 2018
6:00 p.m.

PRELIMINARY AGENDA

[Packet Materials](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. PSE Power Outage Update
 - b. Public Safety Committee
 - c. Planning Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of July 16, 2018
 - b. Approval of Claims in the amount of: \$718,117.98
 - c. Contract Award: DC Plant & Batteries Installation 18-114-FAC-001
6. **Public Hearings**
7. **Other Business**
 - a. * Anacortes Family Center Update (Discussion)
 - b. * Resolution 2017: Transportation Benefit District 0.2% Sales Tax (for public vote in November) (Action)
 - c. * 2019/2020 Biennial Budget: Budget Categories (Discussion)
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 the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning August 6, 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.

August 6, 2018

August 13, 2018

August 20, 2018

- Contract Award: Chlorine Conversion Project - Construction

August 27, 2018

September 4, 2018

September 10, 2018

September 17, 2018

September 24, 2018

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Jul 23, 2018, 5:00 PM, Main Conference Room, City Hall
- Public Safety, Monday, Jul 23, 2018, 2:00 PM, Mayor's Office, City Hall
- Finance, Wednesday, Jul 25, 2018, 5:00 PM, Main Conference Room, City Hall
- Housing Affordability and Community Services, Thursday, Aug 2, 2018, 1:30 PM, City Hall
- Public Works, Monday, Aug 6, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Public Safety, Tuesday, Aug 7, 2018, 10:00 AM, Mayor's Office, City Hall
- Port/City Liaison - CANCELLED, Tuesday, Aug 7, 2018, 12:00 AM,
- Finance, Wednesday, Aug 8, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Aug 13, 2018, 5:00 PM, Main Conference Room, City Hall

Puget Sound Energy



PSE Facts

Headquarters: Bellevue, Wash.

Employees: 2,800

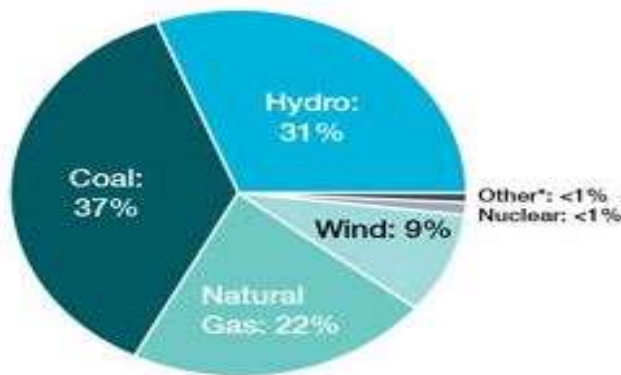
Service Territory:

- 6,000-square mile service territory
- 10 Washington state counties
- 1.1 million electric customers
- 800,000 natural gas customers



Current PSE Resources

- PSE generates 46% of its power
- Remainder from other utilities



PSE's Diversified Electric Portfolio

PSE Operates Under Regulation of the UTC

LOWEST REASONABLE COST– PSE must meet its system demand with a “lowest reasonable cost mix of energy supply resources and conservation.” (WAC 480-100-238)

FAIRNESS – PSE rates, terms or conditions must be “fair, just, reasonable and sufficient” (WAC 480-54-060)

Environmental benefits are not considered when the UTC judges PSE’s decision-making and performance around utility service.

PSE has been innovative in creating customer-specific solutions such as Green Direct, for those who are willing to pay extra for renewable energy, and therefore not impacting rates that other customers pay.

PSE is also a national leader implementing energy conservation programs across its entire system, consistent with state law.

PSE operates as an investor-owned utility, which is a heavily regulated business model overseen by the WA State Utilities and Transportation Commission (UTC).

Key provisions in Washington State utility law drive PSE’s decision-making around energy supply and utility service, and UTC’s approach to utility regulation and enforcement



TOGETHER, We're Creating a Better Energy Future

PSE is committed to reducing our carbon footprint by 50 percent by 2040



21%

THE TRANSITION FROM COAL



13%

NEW PRODUCT AND
RESOURCE DEVELOPMENT



11%

POLICY CHANGES



5%

CLEANER TRANSPORTATION



PSE Customers Have Many Renewable Options

Retail Renewable Energy



GREEN POWER
SCH 135, 136

40,000 customers



SOLAR CHOICE
SCH 135

~2,700 customers



**BULK REC
PURCHASES**

Excess PSE wind RECs



GREEN DIRECT
SCH 139

Anacortes



NET METERING
SCH 150

~6,000 customers



**SMALL POWER
PRODUCERS**

Rexville & Edaleen

Customer Generation

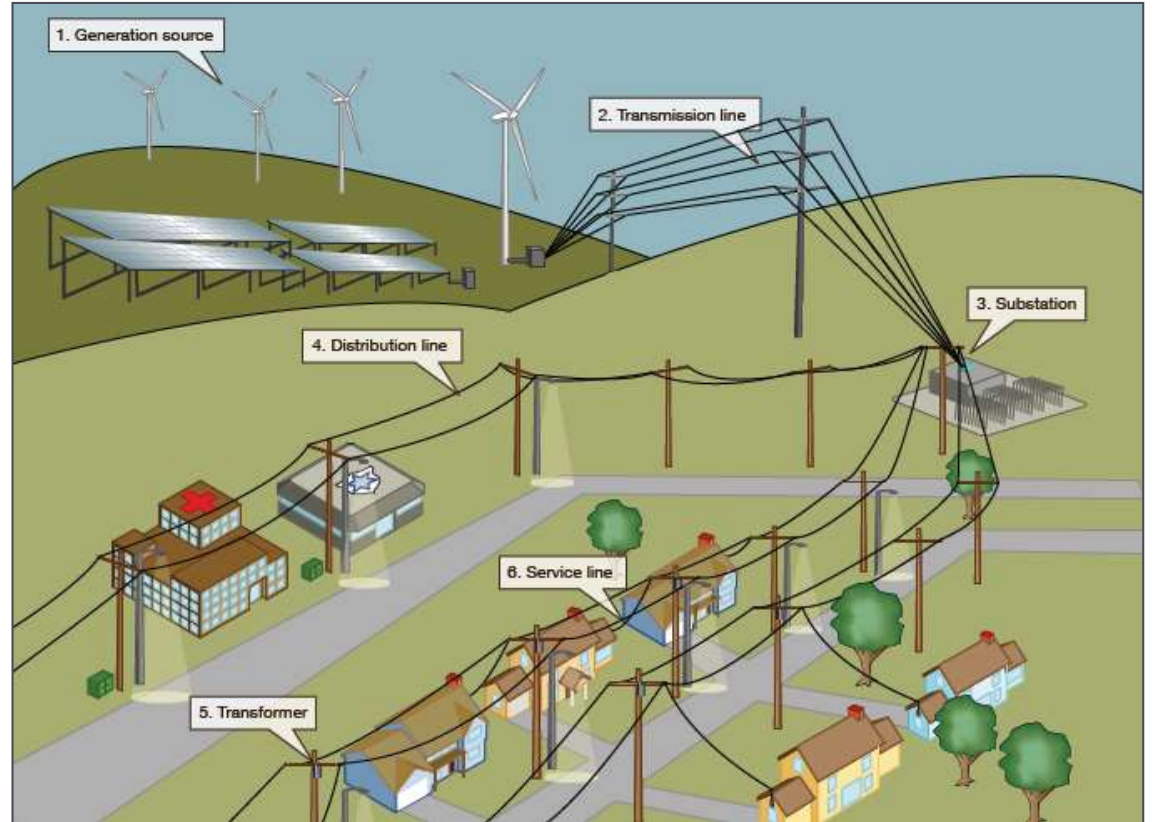
How Power Gets to You

Generation source

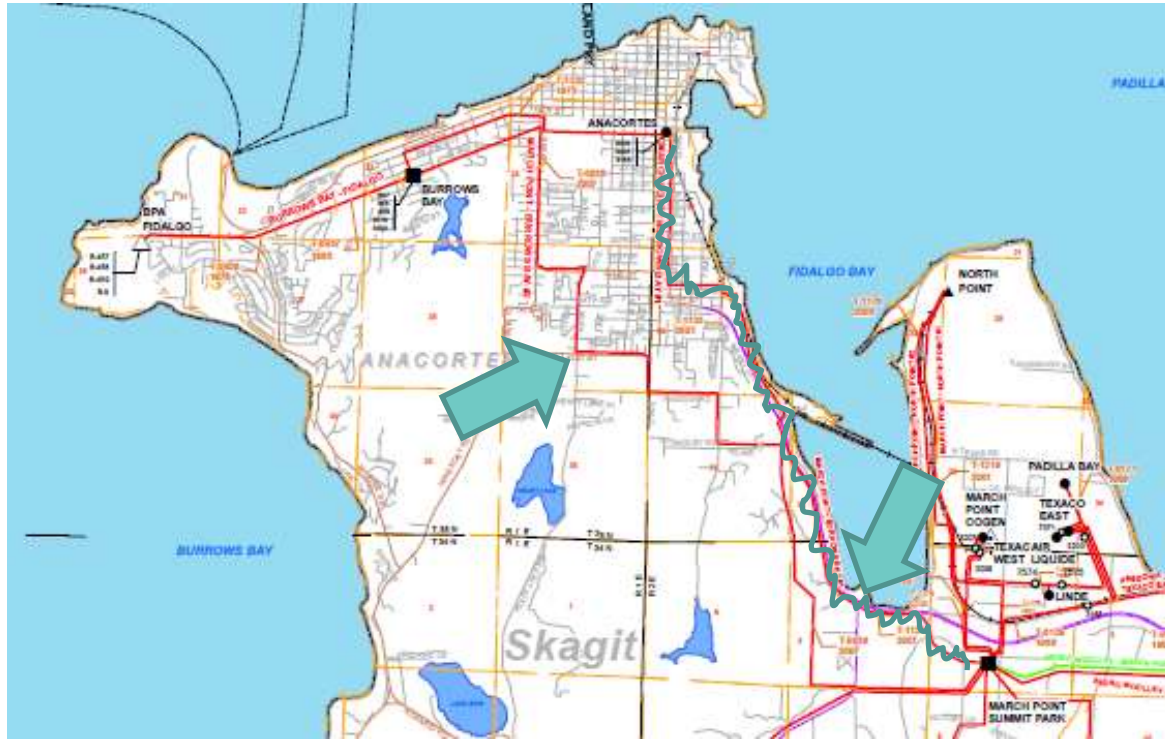
Transmission line

Substation

Distribution line



Anacortes Transmission System



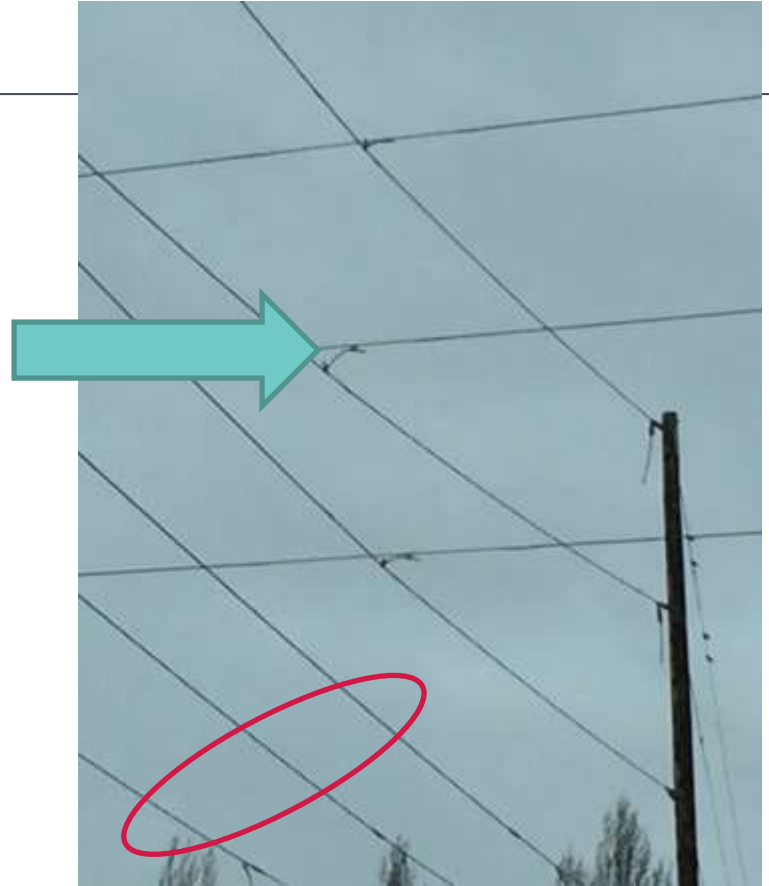
- System redundancy under normal operating conditions
- Scheduled outage on #1 line for SR20 traffic circle construction
- Wind caused failure on #2 line on February 4 (21:04)
- Crew restored and energized #1 line
- Repairs on #2 line took longer and also required an outage on a distribution circuit (ANA-15) for crew safety

41st and H Ave – “Flying Tap”

- B-phase Jumper broke
- ANA-15 Circuit “underbuild” remained de-energized for work

Future improvements:

- More robust “fix” at “flying tap”
- Operational procedures



Questions?



Lynn Murphy

Lynn.murphy@pse.com



Anacortes City Council

Municipal Building Council Chambers
904 Sixth Street

July 23, 2018
6:00 p.m.

PUBLIC COMMENT SIGN IN SHEET

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

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

Name

Topic

John Morgan

Parks and Rec. issues

Continue on back of sheet as needed

City Council Minutes – July 16, 2018

At 6:00 p.m. Mayor Laurie Gere called to order the regular Anacortes City Council meeting of July 16, 2018. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Brad Adams, Liz Lovelett, Bruce McDougall and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Gere reported that the prior Friday she had welcomed a group of 23 exchange students and their families from KaoHsiung, Taiwan. She described the group's appreciation for relationships with Anacortes and America. The mayor shared the gifts the students presented on behalf of their City Council to the Anacortes City Council.

Mayor Gere reported that earlier in the day she and Skagit County Mayors Sexton, Boudreau and Johnson had signed a letter in support of the Skagit County EMS Director's suggestion to the County Commissioners that emergency medical services countywide transition to a fire-based model, which is what Anacortes has always had and which was recognized as the most efficient model. The mayor explained that if the commissioners were to adopt that recommendation, Central Valley Ambulance Authority would close and its staff would transition to other agencies in the county. Mr. Johnson confirmed with Mayor Gere that officials did not expect the recommendation to affect the upcoming EMS levy.

Mayor Gere reminded the public that Shipwreck Days would take place in downtown Anacortes on Saturday.

Finance Committee: Mr. Walters reported from the committee meeting the prior Wednesday. He described proposed changes to the purchasing policy that had been reviewed by the committee and which could come forward to the entire Council at a future meeting. Mr. Walters also described the group's work on an upcoming ordinance to clarify the mayor's contract authority.

Mr. Walters and Mr. McDougall reported from the fiber committee meeting the prior Friday. They described the group's ongoing work to evaluate financial models and potential structures for operations and service. Mr. Walters added that the committee would also be addressing the best use of the remainder of the County fiber grant funding.

Skagit County Law & Justice Council: Mr. Miller reported that the SCL&J Council meeting the prior week featured a presentation from Compass Health crisis prevention and intervention teams, which provide services to law enforcement agencies around the county.

Public Works Committee: Ms. Lovelett reported that the committee meeting regularly scheduled for earlier in the evening had been cancelled.

Ms. Lovelett reported from the Association of Washington Cities conference that she had attended. She commented on Anacortes's recognized strengths in the areas of fiber and affordable housing. She reported on presentations regarding the LEAD (law enforcement assisted diversion) program in Seattle to offer help to those with extreme mental and behavioral health issues. She also reported on a transitional housing model in place in various locations in Washington and Oregon featuring Conestoga Huts to create a safe sleep space. She indicated that the HACS Committee would further consider that model. Ms. Lovelett concluded by reporting the one of the best ways to engage the private sector in achieving affordable housing is simply to stimulate more market rate housing, to free up the lowest cost housing for those most in need.

Mr. Johnson announced that Skagit Co-Housing would be presenting at the Noon Kiwanis Club on August 30 and possibly at the HACS committee after that.

Public Comment

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

Consent Agenda

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

- a. Minutes of July 9, 2018
- b. Approval of Claims in the amount of: \$662,173.94
- c. Contract Modification: 2018 Waterline Replacement Project 18-004-WTR-001
- d. Contract Modification: Ship Harbor & SR20 Spur Intersection Design 16-025-TRN-001
- e. Street Fair Application: Anacortes Community Energy Fair

The following vouchers/checks were approved for payment:

EFT numbers: 89853 through 89896, total \$392,776.93

Check numbers: 89897 through 89970, total \$229,744.71

Wire transfer numbers: 234855 through 235146, total \$2,843.88

PUBLIC HEARINGS

Closed Record Decision Hearing: Port of Anacortes "A" Dock Replacement & Reconfiguration, SDP-2018-0002

Mayor Gere advised that at a recent Port/City Liaison Committee meeting the Port Executive Director had inadvertently brought up the subject application in the presence of several councilmembers. The mayor stated that the project was not discussed at that meeting but that in recognition of the Appearance of Fairness Doctrine the public would have an opportunity to express any objections. Mayor Gere asked the councilmembers to state if they had any interest in the subject property or the application, if they owned property within 300 feet of the subject property, if they stood to gain or lose any financial benefit as a result of the outcome of the hearing, if they could hear and consider the application in a fair and objective manner, and whether they had engaged in any *ex parte* communication with either a proponent or opponent of the application. No councilmembers had anything to disclose. Mayor Gere asked if anyone in the audience wished to raise any objections to all seven councilmembers deliberating on the application. No one present challenged any councilmember's participation.

Associate Planner Kevin Cricchio presented an application from the Port of Anacortes for a Shoreline Substantial Development Permit (SSDP) to replace the entire A-Dock float system and piles, reconfigure moorage to respond to market demands with increased beam widths and berth lengths, and upgrade on-dock and shoreline access and utilities. Mr. Cricchio's slide presentation was added to the packet materials for the meeting. He described the nature of the work, proposed mitigation, the existing land use, the underlying zoning districts, the surrounding zoning and land uses, the shoreline environment designations, the application chronology, notice of application and hearing in compliance with state and local regulations, critical area review, SEPA environmental review and the MDNS issued November 28, 2017, compliance with the Shoreline Management Act and the city's Shoreline Master Program, and compliance with city zoning permitted uses. Mr. Cricchio displayed an overhead view of the project site and selected site plans from the record. He reported that following its Pre-Decision Open Record Public Hearing on April 25, 2018, the Anacortes Planning Commission had voted 7-0 in favor of recommending approval to City Council. Mr. Cricchio recommended approval of the permit subject to staff's suggested conditions of approval.

Mr. Johnson inquired if the woody debris mitigation would conflict with small boat launching. Jenkins Dossen, Port of Anacortes Project Manager, explained that the existing ramp would remain to provide access for kayak launching and would not be blocked by woody debris. Ms. Lovelett praised the project but expressed concern about its duration, specifically the pile driving. Mr. Dossen explained that construction would begin after the

summer boating season and was scheduled to complete in early spring with pile driving, between the hours of 7 a.m. to 5 p.m. only, expected to take only 2-3 weeks. Mr. Dossen responded to councilmember questions about the reduction in number of slips, explaining that larger boats would now be accommodated, and confirmed that temporary arrangements had been made for all current A Dock tenants during construction. Mr. Walters confirmed that the MDNS conditions were incorporated by reference in recommended condition of approval 7. Mayor Gere asked for more detail about conditions imposed by the U.S. Army Corps of Engineers. Brenda Treadwell, Port of Anacortes Director of Planning, Properties and Environmental, explained the two federal permits required and the progress towards agreement on the Section 408 permit. Planning Director Don Measamer confirmed that condition of approval 3 required the Port to obtain all applicable permits before construction could begin and that if the Corps were to require any substantive changes to the project it would be re-evaluated to determine if additional public process was required by code.

Ms. Lovelett moved, seconded by Mr. Miller, to approve the subject Shoreline Substantial Development Permit (SSDP) subject to staff's recommended conditions of approval. Mr. Walters confirmed with Mr. Measamer that the permit was subject to AMC Title 19 procedural provisions including 19.28.010 regarding revisions. Vote: Ayes – Young, Walters, Adams, Lovelett, McDougall, Miller and Johnson. Motion carried.

OTHER BUSINESS

Ordinance 3025: Adopting a Speed Limit Reduction on L Avenue for the Bicycle Boulevard/Greenway

Public Works Director Fred Buckenmeyer reintroduced Ordinance 3025 and recalled that at its prior consideration of the ordinance at the July 2, 2018 regular meeting, City Council had elected to postpone action for two weeks to provide additional time for public comment. Mr. Buckenmeyer advised that reader boards in the vicinity would alert the public to the upcoming speed limit reduction. Mayor Gere confirmed with Mr. Buckenmeyer that traffic engineering staff recommended the speed limit reduction. Mr. Buckenmeyer added that his staff had applied for grant funding for this and related bicycle and pedestrian infrastructure improvements. Councilmembers reiterated suggestions that the speed limit signs and neighborhood greenway signs be co-located where possible to provide a rationale for the 20 MPH speed limit. Mr. Adams asked if stop sign patterns would be altered to provide continuous passage along the greenway. Mr. Johnson indicated that staff intended to effect those changes.

Mr. Johnson moved, seconded by Mr. McDougall, to approve Ordinance 3025 reducing the speed limit on L Avenue between 22nd Street and 5th Street to 20 miles per hour.

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

Vote: Ayes – Walters, Adams, Lovelett, McDougall, Miller, Johnson and Young. Motion carried.

Second Quarter Finance Update

Finance Director Steve Hoglund presented a series of charts summarizing the city's financial picture at the end of the second quarter. He reviewed tax revenue by type, sales tax by month (22% over prior year, 8.4% over budget, some of that increase due to the high school construction project but still 7% over prior year excluding that project), REET (13% over prior year), impact fees (83% over prior year), and lodging tax (9.5% over prior year). Mr. Hoglund then reviewed revenues and expenditures by fund compared to budget and reported no troubling discrepancies, noting funds for which year end fund transfers were pending. He concluded that the city's overall financial position was healthy.

Ms. Lovelett asked if Washington Park revenues could be applied to long needed capital projects at the park. Mr. Hoglund advised that Washington Park revenues covered the park's operating expenses and that capital projects had traditionally been funded by REET. Mr. Walters encouraged identifying those capital projects in

the CFP and the Parks & Recreation Comprehensive Plan including funding sources. Mr. Hoglund indicated that ambulance revenues were slightly below projections in Fund 110. Ms. Lovelett asked Mr. Hoglund to follow up with more information following his investigation of that pattern.

Mr. Hoglund then presented a chart summarizing the city's investment portfolio. He responded to councilmember questions about allocation of interest earnings among the various funds. Councilmembers questioned Mr. Hoglund at some length about the provenance of the approximately \$58M invested. Mr. Hoglund explained that governmental accounting requires each fund to carry its own cash balance and that most funds had relatively low cash reserves other than Water Fund 401, which was accruing accelerated capital payments from the refineries. Mr. Miller observed that much of the \$58M invested was obligated or restricted and reminded that Council had adopted a fund balance policy via Ordinance 2995 in 2016. Mayor Gere and Mr. Walters asked Mr. Hoglund to indicate in his future quarterly update materials the portion of the invested funds in each of the fund balance classifications, per the fund balance policy.

Mr. Hoglund then shared a slide summarizing the projected citywide debt balance through 2022. He noted that the public safety building and library bonds would both be paid off by 2019. Mr. Hoglund explained that in December 2020 the city would call the second ten years of the refinery debt in the water fund so the total debt load would drop to \$26M and would drop to \$13.5M by the end of 2022. Mr. McDougall observed that the water utility's regional customers would share that \$13.5M obligation and that the city ratepayer portion would only be about \$4M of that. Mr. Johnson noted the share of the portfolio invested in home mortgages and asked how those investments had fared during the last recession. Mr. Hoglund advised that the city had avoided those investments for several years after 2008 because of the headline risk but that those GSEs had the highest rate of return among the instruments the city was eligible to invest in.

Mr. Johnson suggested a refresher on the fund balance policy prior to the upcoming budget season. Mr. Walters requested a review of the budget calendar. Mr. Hoglund agreed to revisit that topic at the July 23, 2018 regular meeting. Mr. Walters asked that the Finance Committee address the budget process and present a proposal to the Council. Mayor Gere advised that she would be circulating the established budget goals and priorities to councilmembers in preparation for the budget categories discussion on July 23. Mr. Hoglund explained that his presentation on July 23 would address how the city funds different areas of the budget, noting that some funding is mandatory, some is required by statute or contract, and some is discretionary. He suggested that when the economy stops growing, the city would do well to have a framework in place to address shrinking revenues.

Ordinance 3026: Amending the 2017/2018 Budget

Mr. Hoglund presented Ordinance 3026 amending the 2017/2018 budget. He reviewed each line item, referring to the draft ordinance included in the packet materials for the meeting. Mr. Hoglund indicated which items were funded by reserves. He explained that a number of the items simply rolled forward funding budgeted but not spent in a prior period.

Councilmembers inquired about the new position in the building department. Mr. Hoglund reminded that building permit revenues can only be spent on specific direct costs in the building department. Mr. Walters asked when that position had been authorized by City Council. Ms. Lovelett recalled that Mr. Measamer had addressed Council on that need.

Mr. Walters moved, seconded by Ms. Lovelett, to approve Ordinance 3026 as presented.

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

Vote: Ayes – Adams, Lovelett, McDougall, Miller, Johnson, Young and Walters. Motion carried.

Resolution 2017: Transportation Benefit District 0.2% Sales Tax (for public vote in November)

City Attorney Darcy Swetnam revisited this item from the July 9, 2018 regular City Council meeting. Ms. Swetnam briefly reviewed her slide presentation from that meeting. She advised that the resolution would need to be submitted to Skagit County by August 2 in order to get on the ballot for the November general election if Council were inclined to move forward. Ms. Swetnam then shared new slides responding to councilmember questions from the July 9 meeting regarding allowed activities in support or opposition of ballot measures. Councilmembers discussed MRSC guidance tools on this issue. Mr. Walters asked that the City Attorney review any materials related to the ballot measure before they appeared in official city publications.

Ms. Swetnam presented revised language for the ballot measure that would incorporate Mr. Johnson's suggestion on July 9 that the measure reflect Council's intent to remove the \$20 Transportation Benefit District vehicle license tab fee if the sales tax measure were adopted. Mr. Johnson endorsed the new language. Mr. Walters suggested changing "car" to "vehicle" and spelling out Transportation Benefit District:

The Anacortes City Council adopted Resolution 2017 concerning a sales and use tax, intended to replace the current Anacortes Transportation Benefit District vehicle tab fee, to fund transportation improvements in the District.

Ms. Swetnam suggested that staff rewrite the concise ballot description to convey Council's intent within the allowed number of words and bring the revised Resolution 2017 back for approval on the Consent Agenda at the July 23, 2018 City Council meeting. Mr. Miller suggested also adding a whereas clause stating Council's intent to remove the vehicle tab fee if the transportation sales and use tax were approved by the voters. Ms. Swetnam agreed to add a recital to the resolution.

Resolution 2018: Transportation Benefit District Description and Funding Source Breakdown

Mr. Hoglund presented revised Resolution 2018 addressing councilmember requests from the July 9, 2018 meeting following review and revision by the Finance Committee. He summarized the revisions as presented in the packet materials for the meeting. Mr. Hoglund explained that Dept. of Revenue lead time would prevent implementation of the additional .2% sales tax until April 1 if the sales tax measure was approved by the voters on November 6. Mr. Walters suggested specifying in the resolution that the start of the sales tax and end of the vehicle license fee would take place on April 1, 2019. Councilmembers acknowledged that a partial year of sales tax revenue might not generate the amount planned from that revenue stream and might have to be made up with other general fund revenues for the first year. Mr. Johnson questioned repealing Resolution 1895 before the sales tax measure had been approved by the voters. Mr. Walters observed that Resolution 1895 was non-binding in any case. Ms. Lovelett asked what would fund an additional engineering staff position if that were required to manage the increased pavement management budget. Mr. Hoglund indicated that would require an additional general fund contribution. Mr. Miller reiterated his request to Mr. Buckenmeyer to advise at what point additional engineering staff would be requested. Mr. Johnson asked Mr. Hoglund to find out the cost to the city of running the sales tax ballot measure. Councilmembers discussed various means of revising Item 2 on page 2 of the resolution to clarify Council's intent that \$1.8M be spent annually on actual contracted design and construction. Mr. Walters suggested changing the first sentence as follows:

The City Council adopts a target expenditure amount of \$1.8 million annually for pavement management projects, to be spent exclusively on professional services, *i.e.*, ~~for~~ overlays, similar pavement management work, and other work necessary to implement pavement management projects.

Ms. Lovelett moved, seconded by Mr. Young, to adopt Resolution 2018 as presented with the one change to Item 2 quoted above. Vote: Ayes – Lovelett, McDougall, Miller, Johnson, Young, Walters and Adams. Motion carried.

There being no further business, at approximately 8:05 p.m. the Anacortes City Council meeting of July 16, 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 July 23, 2018 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
235429	3/6/2018	18443.01-1	GRAY & OSBORNE INC	ON-CALL STORMWATER CONSULTANT - HIGH SCHOOL ACCESSORY BLDG - 2/4/18-3/3/18	\$488.65
235430	5/31/2018	35569	DIMENSIONAL COMMUNICATIONS INC	VOLUNTEER PARK BASEBALL FIELD SOUND SYSTEM	\$5,992.46
235423	5/31/2018	INV301215	RESA POWER SOLUTIONS	SWITCH FUSIBLE	\$69.00
235487	6/1/2018	1230225	SURETY PEST CONTROL	OPS- INITIAL INSECT MAINTENANCE	\$113.93
235254	6/11/2018	85795^	BLYTHE PLUMBING & HEATING, INC	CHILLER SERVICE	\$1,408.25
234965	6/11/2018	E18009P-1	ELEMENTAL AIR, LLC	WWTP AIR EMISSION TESTING SERVICES	\$6,549.00
235408	6/18/2018	607248	MISTER T'S AWARDS &	OFFICE SUPPLIES	\$20.07
235541	6/19/2018	145097	FRONTIER FORD	REPAIRS- VEH #160	\$408.31
235559	6/21/2018	2-553331-12	DIAMOND RENTALS, INC.	PORTABLE TOILET RENTAL @ COMMUNITY	\$262.00
235587	6/26/2018	18-20284	EDGE ANALYTICAL, INC	STORM SYSTEM WATER SAMPLES	\$3,435.00
235586	6/26/2018	18-20345	EDGE ANALYTICAL, INC	STORM SYSTEM WATER SAMPLES	\$2,061.00
235262	6/28/2018	V207	BLYTHE PLUMBING & HEATING, INC	WTP ELECTRICAL ROOM AIR CONDITIONING UNITS	\$7,898.80
235336	6/28/2018	725591	CASCADE COLUMBIA DISTRIBUTION	SODIUM FLUORIDE - 1 PALLET	\$1,950.00
235503	6/28/2018	1101834756	FERRELLGAS, LP	PROPANE- SHOP	\$189.65
235406	6/28/2018	607376	MISTER T'S AWARDS &	OFFICE SUPPLIES	\$28.75
235305	6/28/2018	18-21272	NORTHWEST SAFETY CLEAN	PPE REPAIR	\$433.78
235538	6/28/2018	125445	PACIFIC TIRE COMPANY, INC	SERVICE- VEH #511	\$70.53
235539	6/28/2018	125446	PACIFIC TIRE COMPANY, INC	SERVICE- VEH #406	\$39.06
235281	6/28/2018	P1676-5	QCC QUALITY CONTROLS CORP.	REPLACE EXISTING WWTP SERIAL RADIO TELEMETRY - PHASE B	\$29,879.97
235304	6/28/2018	9809962261	VERIZON WIRELESS	AFD MODEM 6/13-6/28/18	\$58.09
235542	6/29/2018	1422-V05	BLYTHE PLUMBING & HEATING, INC	HVAC PREVENTATIVE MAINTENANCE - WWTP FILTER REPLACEMENT	\$456.79
235577	6/29/2018	1387797	INFOSEND, INC.	UB STATEMENTS PROCESSING JUNE 2018	\$3,558.87
235536	6/29/2018	3736	KENT D BRUCE CO LLC	SEAT COVERS- VEH #2015A	\$283.13
235545	6/29/2018	658585	PORTLAND COMPRESSOR	PARTS- VEH #850	\$329.02
235257	6/29/2018	0038968-IN	REISNER DISTRIBUTOR INC	INCINERATOR FUEL	\$1,323.12
235371	6/30/2018	201	BOYS & GIRLS CLUBS	JUNE - LUNCH PROGRAM SERVICE PROVISION	\$760.00
235504	6/30/2018	119	BUBBA SUDZ CAR WASH, INC.	JUNE CAR WASHES/DETAIL- 9	\$234.75
235574	6/30/2018	35765	DIMENSIONAL COMMUNICATIONS INC	SENIOR CENTER PROJECTOR & SCREEN INSTALLATION	\$4,698.05
235514	6/30/2018	4105	PUBLIC SAFETY SELECTION, PC	PRE-EMPLOYMENT PSYC EVAL; KELLINGTON	\$400.00
235576	6/30/2018	1072	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - JUNE 2018	\$812.96

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
235273	6/30/2018	2018-02	SKAGIT COUNTY DEM	2ND QTR 2018 FEES	\$9,086.03
235331	6/30/2018	0618233717	SKAGIT PUBLISHING LLC	LTAC PUBLICATION OF FUNDING AVAILABLE	\$194.00
235339	6/30/2018	114-6998610	UNITED SITE SERVICES, INC	2100 PENNSYLVANIA AVE PORTA-POTTIE RENTAL JUNE	\$130.41
235362	6/30/2018	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 6/1/2018 - 6/30/2018	\$63.00
235481	7/1/2018	052-0010-00	CITY OF ANACORTES	2201 37TH ST - WATER, SEWER, GARBAGE	\$871.31
235302	7/1/2018	1006	MIN-NS	JULY SUBSCRIPTION	\$130.20
235335	7/1/2018	1389310-0043-8	WASTE MANAGEMENT	JUNE 2018 CONTRACTED SERVICES	\$105,083.35
235368	7/2/2018	43283	NORTHWEST PARKING EQUIPMENT	PAY STATIONS - 3RD QTR MAINTENANCE	\$461.13
235427	7/3/2018	1200129181	HDR ENGINEERING, INC	BLUE HERON CIRCLE RESERVOIR PROJECT - 5/27/18-6/30/18	\$6,844.14
235494	7/3/2018	001-406625	PISTON SERVICE OF ANACORTES	OIL CAPS- VEH #144	\$8.36
235495	7/4/2018	358	BLUE COW CARWASH	APRIL, MAY, JUNE CAR WASHES- 32	\$301.00
235480	7/4/2018	1114855	SKAGIT PUBLISHING LLC	PUBLISH AA-1782722	\$85.26
235488	7/5/2018	77202556	EMERALD RECYCLING SVCS INC	WASTE REMOVAL- SHOP	\$467.13
235581	7/5/2018	45401	SIMPLY YARDS LANDSCAPE	REPAIR OF IRRIGATION LINE DAMAGED DURING SIDEWALK REPAIR	\$294.63
235485	7/5/2018	1234319	SURETY PEST CONTROL	OPS- MONTHLY PEST MAINTENANCE	\$65.10
235260	7/5/2018	24571	US CRANE & HOIST INC	ANNUAL WWTP OVERHEAD CRANES INSPECTION	\$1,478.31
235253	7/5/2018	24572	US CRANE & HOIST INC	ANNUAL WTP OVERHEAD CRANES INSPECTION	\$3,227.87
235234	7/6/2018	9269	DALCO INC	PRESSURE WASHER PARTS	\$111.67
235473	7/6/2018	16136156	PACIFIC POWER BATTERIES	UPS BATTERIES	\$538.72
235512	7/6/2018	200015995380	PUGET SOUND ENERGY INC	ELECTRICITY (6/6/18-7/5/18)	\$1,535.62
235374	7/6/2018	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 6/6-7/5/18	\$28.60
235375	7/6/2018	220015523313	PUGET SOUND ENERGY INC	CAR CHARGING STATION 6/5-7/5/18	\$65.91
235332	7/7/2018	95069763	ECO SERVICES OPERATIONS CORP	ALUMINUM SULFATE	\$4,402.59
235369	7/7/2018	55221	LAKE SIDE INDUSTRIES, INC.	5/8 & 3/4 - FOR BIKE PATH	\$336.28
235251	7/9/2018	182782-2	BIRCH EQUIPMENT CO., INC	BOOM LIFT	\$1,209.29
235584	7/9/2018	1059213	BUILDERS EXCHANGE OF	BID DOCUMENT HOSTING: 2018 SANITARY SEWER LINE: 32ND & D AVE	\$45.90
235583	7/9/2018	60139	CENTRAL WELDING SUPPLY CO, INC	OXYGEN	\$92.08
235268	7/9/2018	762143	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE (CAUSTIC)	\$3,965.50
235563	7/9/2018	202	NORTHWEST ENDURANCE EVENTS	COURSE MEASURING AND CERTIFICATION FEE	\$180.00
235537	7/9/2018	300000290035	PUGET SOUND ENERGY INC	ELECTRICITY - ALL VENUES	\$176.78
235580	7/9/2018	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 6/5 - 7/5	\$658.34
235499	7/9/2018	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 6/7-7/6/18	\$15.66
235569	7/9/2018	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 6/6-7/5/18	\$3,265.17
235551	7/9/2018	220013297498	PUGET SOUND ENERGY INC	CASINO DR UNDER TWIN BRIDGES: 6/7-7/6/18	\$69.64
235552	7/9/2018	300000305007	PUGET SOUND ENERGY INC	ELECTRICITY FOR METERS, VAULTS & STREET LIGHTS: 6/1-6/29/18	\$407.93

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
235585	7/9/2018	514	SKAGIT COUNTY PUBLIC HEALTH &	PROVISION OF COMMUNITY SERVICES @ SENIOR ACTIVITY CENTER - 2ND QUARTER	\$9,000.00
235277	7/9/2018	Pay App 8	TRINITY CONTRACTORS, INC	2018 ASPHALT OVERLAY - UTILITY AND PEDESTRIAN IMPROVEMENTS	\$40,236.18
235315	7/10/2018	cs- YthSoccer Camp	AHS GIRLS SOCCER BOOSTER CLUB	PAYMENT FOR RUNNING YOUTH SOCCER CAMP	\$5,510.00
235313	7/10/2018	cs- GirlsBasketball	ANACORTES GIRL'S BASKETBALL, (SABA)	PAYMENT FOR RUNNING YTH BASKETBALL CAMP	\$1,360.00
235546	7/10/2018	237843	BAY CITY SUPPLY	FACILITY SUPPLIES	\$1,751.50
235472	7/10/2018	8493 30 017 0490698	COMCAST	CITY HALL INTERNET CONNECTION 7/20-8/19/18	\$186.12
235471	7/10/2018	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 7/19-8/18/18	\$229.81
235342	7/10/2018	WAANA105620	FASTENAL COMPANY	SUPPLIES- SHOP	\$24.98
235478	7/10/2018	321768	FRONTIER BUILDING SUPPLY	WINDOWS FOR OPS REMODEL PHASE 2	\$2,927.38
235474	7/10/2018	321771	FRONTIER BUILDING SUPPLY	3 X 6/8 PRIMED FLUSH DOOR	\$1,394.36
235543	7/10/2018	27292	JET CITY EQUIPMENT	ROLLER- BIKE PATH	\$379.75
235593	7/11/2018	8832313047	CENTURION TECHNOLOGIES INC	ANNUAL ANTIVIRUS SUBSCRIPTION	\$180.00
235477	7/11/2018	8498 30 017 0464628	COMCAST	WA PARK INTERNET 7/21-8/20/18	\$106.12
235578	7/11/2018	316169	DOORMAN COMMERCIAL, LLC	2018 AUTOMATIC DOORS ANNUAL MAINTENANCE	\$2,495.50
235356	7/11/2018	3-107260	LOUIS AUTO GLASS INC.	WINDSHIELD- VEH #213	\$270.66
235361	7/11/2018	3-107261	LOUIS AUTO GLASS INC.	WINDSHIELD- VEH #613	\$270.66
235540	7/11/2018	125851	PACIFIC TIRE COMPANY, INC	TIRES- SHOP STOCK	\$481.41
235564	7/11/2018	B08519374	SHI INTERNATIONAL CORP.	ESD SOFTWARE	\$1,549.38
235333	7/11/2018	Lien Release	SKAGIT COUNTY AUDITOR'S OFFICE	LIEN RELEASE - INCORRECTLY FILED~	\$38.00
235555	7/11/2018	601217 & 460509	SKIDMORE PHARMACY INC.	O'LEARY, TIMOTHY, PHARM. COPAY, LEOFF	\$31.10
235337	7/11/2018	331 0413228	UNIFIRST CORPORATION	WTP WEEKLY LAUNDRY SERVICE	\$55.71
235338	7/11/2018	331 0413245	UNIFIRST CORPORATION	WTP WEEKLY LAUNDRY SERVICE FOR INTERN TH	\$6.19
235533	7/11/2018	16144005	WASHINGTON STATE DEPARTMENT	PATROL CHAIRS AND COAT RACKS	\$120.00
235515	7/12/2018	1990797562	ARAMARK	APD NYLON MATS CLEANED	\$16.28
235372	7/12/2018	1990797570	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	\$63.30
235359	7/12/2018	145-0070-02	ASHLOCK, JOANN & STEVEN	Overpayment on closed account	\$143.37
235560	7/12/2018	236189	BAY CITY SUPPLY	FACILITY SUPPLIES	\$433.95
235544	7/12/2018	237978	BAY CITY SUPPLY	FACILITY SUPPLIES	\$35.26
235358	7/12/2018	031-1600-01	FISHER, OLIVIA	Overpayment for closed account	\$6.76
235417	7/12/2018	USA40031203-1	HANNA INSTRUMENTS	PH ELECTRODE X 2	\$413.01
235360	7/12/2018	143-5490-01	MCKINNEY, JAMES	Overpayment on closed account	\$121.94
235475	7/12/2018	001-407520	PISTON SERVICE OF ANACORTES	OIL- VEH #170	\$69.61
235357	7/12/2018	140-2520-00	ROBSAHM, STEVE	Overpayment on closed account	\$116.16

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
235370	7/12/2018	31-C17122555:1	VA PUGET SOUND HEALTH CARE SYS, ATTN: WENDY RIVERMAN	AMBULANCE SERVICE REFUND	\$889.40
235367	7/12/2018	111764	VENTEK INTERNATIONAL	PAYSTATION PROCESSING SERVICES/SERVER HOSTING	\$1,407.08
235573	7/12/2018	113091	WALTON BEVERAGE COMPANY, INC	10 LBS. COFFEE: 7/12	\$87.50
235373	7/12/2018	113093	WALTON BEVERAGE COMPANY, INC	CITY HALL-EMPLOYEE BREAK ROOM SUPPLIES - 3RD FLOOR	\$87.50
235366	7/12/2018	113094	WALTON BEVERAGE COMPANY, INC	OPS- BREAKROOM SUPPLIES	\$87.50
235419	7/12/2018	113095	WALTON BEVERAGE COMPANY, INC	BREAKROOM SUPPLIES	\$87.50
235365	7/12/2018	76871	WEST COAST SAILING	SAILING SUPPLIES	\$33.35
235363	7/12/2018	9858	WEST MARINE PRODUCTS, INC	SAILING SUPPLIES	\$45.37
235509	7/13/2018	*71218	ANACORTES TOWING, LLC	TOWING; APD CASE 18-A05377	\$162.75
235510	7/13/2018	18A05382	ANACORTES TOWING, LLC	TOWING; APD CASE 18-A05382	\$162.75
235549	7/13/2018	Pay App 1	ASPHALT QUALITY SEALERS	STREET REPAIR 2018	\$29,193.20
235407	7/13/2018	182945-5	BIRCH EQUIPMENT CO., INC	LOADER FOR INSTALLATION OF MUSEUM FLAGPOLE	\$325.50
235409	7/13/2018	902497059	BSN SPORTS, LLC	ADULT SOFTBALL SUPPLIES	\$194.95
235582	7/13/2018	7-13-18	CARLSON CONSTRUCTION, INC.	EQUIPMENT RENTAL: 2018 FIREWORKS BARGE	\$1,627.50
235579	7/13/2018	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 6/12 - 7/12	\$18.09
235422	7/13/2018	ReimbDavis	DAVIS, JORDAN	STC APPLICATION	\$50.00
235411	7/13/2018	BLD-2016-1561	HARBOR LANDS LP	REFUND ADJUSTMENT	\$3,873.89
235476	7/13/2018	001-407607	PISTON SERVICE OF ANACORTES	BATTERY- VEH #831	\$36.92
235479	7/13/2018	100832740	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 7/1-7/31/18	\$377.30
235426	7/13/2018	PR013	STELLAR J CORPORATION	BLUE HERON CIRCLE RESERVOIRS PROJECT - CONSTRUCTION JUNE 2018	\$345,529.10
235424	7/13/2018	180753	T-SHIRTS BY DESIGN	WRESTLING CAMP T SHIRTS	\$289.70
235425	7/13/2018	180756	T-SHIRTS BY DESIGN	SOFTBALL HOODIES	\$528.40
235410	7/13/2018	114-6998444	UNITED SITE SERVICES, INC	MIDDLE SCHOOL TENNIS COURTS-6/27-30/18	\$11.03
235412	7/13/2018	114-6998504	UNITED SITE SERVICES, INC	WP - LOOP 1 - JUNE 2018	\$119.13
235413	7/13/2018	114-6998505	UNITED SITE SERVICES, INC	DOG PARK - JUNE 2018	\$63.86
235414	7/13/2018	114-6998537	UNITED SITE SERVICES, INC	WP- LOOP 2 - JUNE 2018	\$133.24
235415	7/13/2018	114-6998565	UNITED SITE SERVICES, INC	GCT - EDWARDS WAY - JUNE 2018	\$82.73
235416	7/13/2018	114-6998598	UNITED SITE SERVICES, INC	WP-6300 SUNSET AVE - JUNE 2018	\$307.94
235421	7/13/2018	113092	WALTON BEVERAGE COMPANY, INC	COFFE AND TEA FOR THE WWTP	\$93.50
235418	7/13/2018	009858	WEST MARINE PRODUCTS, INC	SAILING SUPPLIES	\$45.37
235492	7/14/2018	MTS234159	MOTOR TRUCKS, INC	SERVICE CALL- VEH #610A	\$671.63
235561	7/14/2018	9409	PACIFIC NORTHWEST FIREWOOD	FIREWOOD BUNDLES	\$1,440.00
235532	7/14/2018	00005W5A83288	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 7-14-18	\$15.52
235493	7/16/2018	1990801526	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$71.61
235556	7/16/2018	775754	BAYSHORE OFFICE PRODUCTS INC	FILLE FOLDERS - REC PROGRAM	\$27.93

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
235483	7/16/2018	190-1840-00	CITY OF ANACORTES	UTILITY BILLING FOR WWTP	\$4,703.97
235482	7/16/2018	WAANA105579	FASTENAL COMPANY	THREADED PIPE TEES	\$91.44
235562	7/16/2018	RefundMetz	METZ, BRENT	REFUND CAMPING PAYMENT, NO SITE	\$21.00
235567	7/16/2018	INV29189	PART WORKS INC, THE	REPLACEMENT PARTITIONS FOR CITY HALL	\$1,221.11
235568	7/16/2018	INV29190	PART WORKS INC, THE	22ND STREET BATHROOM REPLACEMENT PARTITION	\$2,255.61
235557	7/16/2018	10009171	RODGERS, CAROL	REFUND CANCELLED PICNIC RESERVATION	\$57.00
235558	7/16/2018	KungFu18	SEVEN STAR WOMEN'S KUNG FU	CONTRACTED SERVICE FOR TEACHING WOMEN'S	\$420.00
235589	7/16/2018	3-1 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$32.50
235595	7/16/2018	3-10 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$58.50
235596	7/16/2018	3-14 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$78.00
235597	7/16/2018	3-15 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$32.50
235598	7/16/2018	3-17 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$52.00
235599	7/16/2018	3-18 JUNE 18	STUM, MELANIE	PUB DEF CONFL	\$32.50
235600	7/16/2018	3-19 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$39.00
235590	7/16/2018	3-2 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$32.50
235601	7/16/2018	3-21 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$65.00
235602	7/16/2018	3-22 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$71.50
235591	7/16/2018	3-7 JUNE18	STUM, MELANIE	PUB DEF CONF	\$208.00
235592	7/16/2018	3-8 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$117.00
235594	7/16/2018	3-9 JUNE18	STUM, MELANIE	PUB DEF CONFL	\$84.50
235484	7/16/2018	COA0718	SYSTEMS DESIGN WEST, LLC	AMBULANCE BILLING JUNE	\$3,541.00
235554	7/17/2018	63974	ASSOCIATION OF WASHINGTON	CUSTOMIZED D & A TRAINING - JUNE 5TH & 6TH - AWC	\$600.00
235506	7/17/2018	182720-5	BIRCH EQUIPMENT CO., INC	REPLACE DAMAGED PLANK	\$184.45
235566	7/17/2018	257514	DUNLAP TOWING	TOWING OF BARGE FROM LACONNER TO	\$4,931.00
235511	7/17/2018	070918	FIDALGO CLEANING	CLEANING & SUPPLIES	\$700.00
235508	7/17/2018	ReimbIngram	INGRAM, KATIE	TRAINING SPILLMAN NW USER GRP; INGRAM	\$53.00
235571	7/17/2018	106296	LAKESIDE INDUSTRIES, INC.	GRAVEL - ACFL	\$93.33
235513	7/17/2018	300000300008	PUGET SOUND ENERGY INC	ENERGY BILLING FOR WWTP AND PUMP STATIONS	\$14,161.31
235588	7/17/2018	17-055-IDS-002	QUANTUM CONSTRUCTION, INC	RETAINAGE RELEASE - MANUAL	\$96.55
235572	7/17/2018	180769	T-SHIRTS BY DESIGN	T-SHIRTS FOR WRESTLING CAMP	\$20.62
235565	7/17/2018	18-5734	WESTERN DISPLAY FIREWORKS, LTD	BALANCE OF 2018 FIREWORKS SHOW	\$5,750.00

Total

\$718,117.98



City Council Contract Agenda Bill

Meeting Date: 7/23/2018 **Agenda Item:** 5c

Subject: Contract Award - DC Plant & Batteries Installation 18-114-FAC-001

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by: Darcy Swetnam, City Attorney
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Action Type: Contract Award

Summary Statement: City staff seeks City Council consent to award a contract in the amount of \$30,856.31 to Altair Advanced Industries, Inc. dba/Alpha Technologies, Inc. to perform the DC Plant & Batteries Installation. The project provides for the contractor to furnish all materials, equipment and labor to install DC plant and batteries in the fiber network room of the Anacortes Public Library.

Background:

1. **History:** The DC power plant is an element of the fiber telemetry system that provides DC power to operate the telemetry monitoring system within the library fiber room.
2. **Key Terms:**
 - Total contract price of \$30,856.31.
 - The Contractor shall complete the work by September 14, 2018.
3. **Competitive Bidding:** Pursuant to RCW Chapter 35.23.352 as this project is a single craft or trade and estimated not to exceed the sum of \$40,000 formal bids were not required.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract 18-114-FAC-001 with Altair Advanced Industries, Inc. dba/Alpha Technologies, Inc. in the amount of \$30,856.31 to perform the DC Plant & Batteries Installation.

Alternative Actions: N/A

Attachments: Contract 18-114-FAC-001

Contractor	Altair Advanced Industries, Inc. dba/Alpha Technologies, Inc.
Contract Amount	\$30,856.31
Earmarked Funds	
BARS #	001.220.518.80.35
Budget Amendment Required?	Yes
Revenue Source?	Cash reserves
Start Date	Inception
End Date	9/14/18



CONTRACT 18-114-FAC-001

AGREEMENT WITH

Altair Advanced Industries, Inc. dba/Alpha Technologies, Inc.

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City") and Altair Advanced Industries, Inc. dba/Alpha Technologies, Inc. a private contractor at 3767 Alpha Way, Bellingham, WA 98226 (herein after referred to as "Contractor").

PROJECT

DC Plant & Batteries Installation

1. Scope of Work: Contractor shall furnish all materials, equipment and labor to install DC plant and batteries in the fiber network room of the Anacortes Public Library, 1220 10th St, Anacortes, WA 98221. The Work to be performed by the Contractor is detailed in attached Exhibit A.

2. Contract Price: The work under this Agreement shall be performed for a total fixed price of **Thirty Thousand Eight Hundred Fifty-Six Dollars and Thirty-One Cents (\$30,856.31)** which includes \$2,417.31 in sales tax. This includes all labor and materials for the project. Before any payment is made by the City of Anacortes of sums under this contract, the contractor must provide a copy of the statement of *Intent to Pay Prevailing Wage* approved by the Department of Labor and Industries. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the contractor will be retained.

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

4. Time of Completion: The Contractor shall complete the work by September 14, 2018.

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

6. Contract Requirements: Contractor must have a contractor license number, insurance, and City of Anacortes business license. **Prevailing Wage Law Applies.**

Forms Needed: 1) Proof of Insurance with Additional Insured Endorsement

2) Intent to Pay Prevailing Wage

3) Affidavit of Wages Paid

4) Performance Bond

5) Payment Bond

6) Certification of Compliance with Wage Payment Statutes

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

The Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents.

In Witness Whereof, Owner and Contractor have signed two (2) copies of this Contract Agreement. All portions of the Contract Agreement have been signed or identified by the Owner and Contractor.

Owner:

City of Anacortes

Mayor

Date

Contractor:

Altair Advanced Industries, Inc.
dba/Alpha Technologies, Inc

Signature

Printed Name

Date

Contractor License #

1. Delivery. Advance coordination of the work shall be made with the Project Manager Mac Jackson, 360-299-1961. The Supplier shall:

- A. Deliver the items specified on the Contract to the designated "FOB Point", within the time specified by the City. Timely delivery is of the essence to this Contract.
- B. When shipping item(s) to the City, Supplier shall obtain shipping insurance for the value of the item(s) through the shipping carrier with pre-approval of and at the cost of the City.
- C. Ensure all deliveries are made on a business day, during business hours (Monday through Friday, except City Council designated holidays, from 8:00 am, to 5:00 pm).
- D. Provide, at no additional charge, any equipment, labor, packaging, crating or padding necessary to load, tie down and unload the item(s) to be delivered, so that they may be transported in a normal, safe manner without damage.
- E. Be liable for all risks for the item(s) until accepted by the City. The Supplier is responsible for any freight charges incurred in delivering the item(s) to the "FOB Point." A representative of the City will sign the Supplier's delivery ticket to acknowledge receipt of the item(s) by the City. Unless the Supplier receives such signature, the City shall not be responsible for the receipt of the item(s). The City retains the right to inspect the delivered item(s) prior to acceptance, and shall not accept item(s) that do not conform to the requirements of this Contract.

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

Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination

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

The Contractor shall give immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any Sub-Contractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the City.

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

4. Invoicing. All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price. The Contractor must invoice **MONTHLY** for quantities delivered during the invoice period. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@cityofanacortes.org. Contractors may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution.

The City shall notify the Contractor within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Contractor shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

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

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

7. Inspection.

A. Of the Work

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

B. Project Manager's Authority

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

8. Warranty. The Contractor shall return to the project and repair or replace all defects in workmanship and material discovered within one year after Final Acceptance of the Work, including any necessary labor and materials. The Contractor shall start work to remedy any such defects within 7 calendar days of receiving City's written notice of a defect, and shall complete such work within the time stated in the City's notice. In case of an emergency, where damage may result from delay or where loss of services may result, such corrections may be made by the City's own forces or another contractor, in which case the cost of corrections shall be paid by the Contractor. In the event the Contractor does not accomplish corrections within the time specified, the work will be otherwise accomplished and the cost of same shall be paid by the Contractor. When corrections of defects are made, the Contractor shall then be responsible for correcting all defects in workmanship and materials in the corrected work for one year after acceptance of the corrections by City. In addition, the Contractor shall obtain and submit to the City any necessary documentation to secure any extended manufacturer's warranty and warranty terms.

The warranty requirements in this section are the minimum requirements for materials, equipment, design and work under this Contract. Any other warranty requirements specified in the City's Bid Documents, Contract, and Attachments, including the Technical Specifications, are in addition to, and not in lieu of the minimum requirements specified herein. This guarantee is supplemental to and does not limit or affect the requirements that the Contractor's work comply with the requirements of the Contract or any other legal rights or remedies of the City.

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

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

10. Insurance.

A. Insurance Term

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

B. No Limitation

The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. **The City of Anacortes and its officers, elected officials, employees, agents, and volunteers shall be named as an additional insured** under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

D. Minimum Amounts of Insurance

The Contractor shall maintain the following insurance limits:

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

E. Public Entity Full Availability of Contractor Limits

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

F. Other Insurance Provision

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

G. Acceptability of Insurers

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

H. Verification of Coverage

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

I. Subcontractors' Insurance

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

J. Notice of Cancellation

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

K. Failure to Maintain Insurance

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

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

12. Registered or Licensed Contractor. The City is prohibited by RCW 39.06.010 from executing an Agreement with a Contractor who is not registered or licensed as required by the laws of the state. In addition, the City will require persons doing business with the City to possess a business license.

13. Discrimination Prohibited. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin or physical handicap.

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

15. The City's Right to Terminate Agreement.

A. Termination for Default

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

B. Termination for Public Convenience

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

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

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

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

19. Disputes**A. General**

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

B. Notice of Potential Claims

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

C. Detailed Claim

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

D. Dispute Resolution

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

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

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

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

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

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

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

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

Release of Bonds

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

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

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

26. Retainage. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained. The Contractor may elect to execute a Retainage Bond. The bond must be furnished on a bond form standardized by the City Attorney's office and issued by a surety currently authorized by the State Insurance Commissioner to do business in Washington State.

Retainage will be released **45 days after final acceptance**, provided that the following has occurred:

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

27. WASHINGTON STATE PREVAILING WAGES

Washington State Prevailing Wages apply to all Work. The Contractor and any of its Subcontractors are required to pay their laborers and mechanics minimum wage in compliance with Washington State Prevailing Wage Laws. The applicable provisions are as follows:

Before any payment is made by the City of Anacortes of any sums under this contract, the contractor and each subcontractor must provide the City with a copy of the statement of *Intent to Pay Prevailing Wages* approved by the Washington State Department of Labor and Industries (L&I).

Following contract completion, the City will not release any funds retained, according to the provisions of RCW 60.28.010, until the contractor and each subcontractor has provided the City a copy of the *Affidavit of Wages Paid* approved by L&I. L&I provides the wage forms. Payment by the contractor or subcontractor of any fees are incidental to the project and all costs shall be included in other pay items of the project.

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

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

COA CONTRACT 18-114-FAC-001
EXHIBIT A

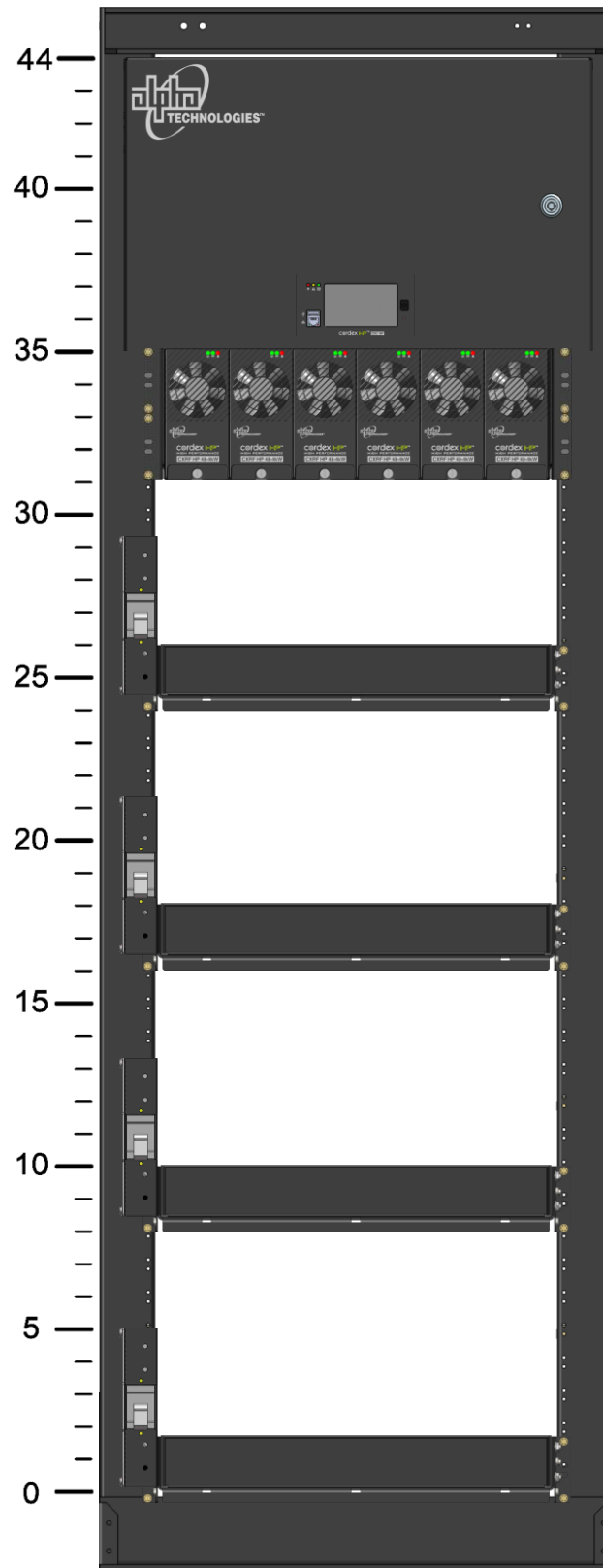
Item	Qty	Part Number	Description	Customer Price	Extended Price
1	1	0915054-001	CXPS-W, 500A, 240V 1PH 2 Tier 2X24 Load Breakers 1 x 4.0 Rectifier Shelf 4 x Batt Tray (160Ahr max) w/250A Breaker -- equipped with: (1) 23", 7' Height, 2500lb, Welded Seismic Rack (1) 1200A, 2 Tier (9RU), Distribution Center (2) Tier, 600A, 24 Position Load Breaker with Internal Return (1) 30A, 10 Position GMT fuse block (1) CXC-HP controller (1) L-ADIO module (1) Assy, Shelf, 23", Cordex 4.0kW 208-277Vac (Single Phase) (4) Battery Tray w/250A Breaker (2) Temp Sensor (24' Cable) - ATI Stock System	\$6,999	\$6,999
2	3	010-623-20-040	Cordex HP CXRF 48-4.0kW 208-277 VAC Module, 4RU, Black L0,58, 2 year warranty - ATI Stock	\$650	\$1,950
3	3	7400116-001	Cordex 4kW HP Rectifier Blanking Plate, Charcoal	\$18	\$54
4	16	12V170FS	EnerSys PowerSafe V Series, 170Ahr, front terminal, 4.9 x 22.1 x 11.1	\$360	\$5,760
5	1	Install Matl	Installation Materials	\$5,396	\$5,396
6	1	Install Labor	Installation Labor	\$8,280	\$8,280

Scope of Work:

- 1.0) Install an Alpha provided DC plant
- 1.1) Install 4 strings of front terminal 12v batteries in DC plant bay
- 1.2) Provide and install a 24" MGB in place of the existing ground bar
- 1.3) Provide and install a 4/0 green from the new MGB to the DC plant (25')
- 1.4) Provide and install a #2 green from the new MGB to above all 4 equipment racks (25')
- 1.5) Provide and install a #6 green from the new aisle ground to each equipment bay and DC plant (qty 5)(4' each)
- 1.6) Provide and install 6) 30 amp 2 pole breakers in existing rectifier panel
- 1.7) Provide and install 6) 30 amp circuits from existing rectifier panel to new DC plant (20' each)

Sub-Total Project: \$28,439

NOTE: Freight will be prepaid and added to invoice



1200A 2T(9RU) Distribution Center
0915000-702

Tier 2: 600A, 24 Pos. AM C.B.
0915000-748

Tier 1: 600A, 24 Pos. AM C.B.
0915000-748

CXC-HP Controller: 0905000-717

30A, 10 Pos GMT Fuse Block
0915000-755

Cordex 4.0kW Rectifier Shelf
030-716-20

Cordex 4.0kW Rectifier Module
010-623-20-040

Battery Tray #4: 0300061-003
Batt CB Housing: 0380128-001
Battery CB: 250A

Battery Tray #3: 0300061-003
Batt CB Housing: 0380128-001
Battery CB: 250A

Battery Tray #2: 0300061-003
Batt CB Housing: 0380128-001
Battery CB: 250A

Battery Tray #1: 0300061-003
Batt CB Housing: 0380128-001
Battery CB: 250A

2500LB Seismic Rack:
0300163

This drawing is for visual reference only. Actual component details may not be as shown.



DRAWN: KWI/TL

DATE: 5/20/2016

CONFIG:

QUOTE:

TITLE:

CXPS-W,500A,2T-24CB,GMT,1R-4kW,4B

CHECKED: JJ 05/20/2016

APPROVED: JJ 05/20/2016

ISSUED:

DWG NO: 0915054-04

SHEET: 1 OF 1

REV: A

A SIZE

TYPE: V1



Thank You
for

Standing with the Silent!

2017 Stats

- Total People Served: 310
 - Motel Voucher: 123 (83 adults; 40 children)
 - Emergency Shelter: 175 (79 adults; 96 children)
- Total Households Served: 152 Families
 - Motel Voucher: 73
 - Emergency Shelter: 65 (62 in 2016)
 - Transitional: 3
 - Affordable: 2
- Total Number of Applications: 398
 - 396 in 2016; 356 in 2015; 272 in 2014



Emergency Shelter

- 22% - two parent households
- 62% - Single mother with children
- Two women entered pregnant
- Average Ages
 - Adult: 36-year-old
 - Children – 7-years-old
- Homelessness Chronicity & Reason
 - 78% reported long/multiple periods
 - 25% reported homelessness as youth
 - 64% had recent domestic violence



By the Numbers

- Total Success Rate: 86% (Emergency Shelter)
 - County Average: 35%
 - State Average: <20%
- Transitional Housing: 100%
 - Just exited our FIRST family into home ***OWNERSHIP!***



Vulnerability Index

- A tool to measure homelessness vulnerability
- Tool scores the household on a **25-point** scale
- Provides *objective* assessment
- Used across the County among all providers:
 - DVSAS
 - Oasis Teen Shelter
 - Community Action, etc.)



Vulnerability Index

Vulnerability based on objective factors:

- Fleeing D.V.
- Homelessness under age 18
- Diagnosed mental/physical disability
- Past substance abuse
- CPS involvement
- Number of times person has been homeless/Longer than a year



Vulnerability Index

AFC's Vulnerability Score:

12.8 out of 25

Neighboring Shelters and/or “low-barrier”

11-14 out of 25



Program Impact

Employment:

48% of households enter without employment; 78% exit with employment

Continuum of Care

- Begin in Motel Voucher
- Emergency Shelter
- Affordable Housing

Complicated Client Cases

- Co-Occurring Disorders
- CPS Involvement
- Generational Poverty
- Gaps in education and employment
- Lack of mental health services



Affordable Housing



- \$2 Million Construction
- 20 Apartments
- 50% of Area Median Income



Advantages of Project

- “Social Entrepreneurship”
- Homelessness Prevention
- Continuum of Care
- Long-term Stability
- Environmental Impact
- Social Impact



Upcoming...

Community Case Manager

- External looking
- Similar coordination of care, referrals, goal setting and tracking
- Runs motel voucher
- Can be available to dispatch

Longer-Term

- Childcare Services
- Transportation for Clients
- Affordable Housing



Shred-a-Thon

Presenting Sponsor

Peoples
Bank

September 15th

3rd Annual

Dine Out
To End
Homelessness

February 7th





Thank You!



Questions?



City Council Agenda Bill

Meeting Date: 7/23/2018

Agenda Item: 7b

Subject: Resolution 2017 – TBD 0.2% Sales Tax Resolution

Staff Contact: Steve Hoglund, Darcy Swetnam, Eric Shjarback

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

Action Type	
	Ordinance No.
	Code Revision?
x	Resolution No. 2017
	Contract
	Public Hearing
	Staff Report

Summary Statement: City staff have updated the attached Resolution 2017 to reflect Council's intent to replace the TBD car tab fee with the sales tax if approved.

Background: At the July 16, 2018 meeting, Council directed staff to update Resolution 2017 to include language in the ballot measure description that refers to Council's intent to replace the TBD vehicle license fee with the 0.2% sales and use tax if approved by voters.

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: [June 4, 2018](#), [July 9, 2018](#), [July 16, 2018](#)

Competing Viewpoints Considered: 1) Stick with \$20 TBD car tab fee, 2) Find other funding mechanisms to support the pavement management program.

Recommended Motion: I move we adopt Resolution 2017, a resolution of the Anacortes Transportation Benefit District providing for a ballot proposition to be submitted to the voters in the November 2018 general election to authorize a sales and use tax in the TBD in the amount of 0.2% for financing transportation improvement within the district.

Alternative Actions: 1) Increase the car tab from \$20 to \$40. 2) Do nothing at this time and consider additional options.

Attachments (listed in order presented): Proposed Resolution 2017

RESOLUTION NO. 2017

A RESOLUTION OF THE ANACORTES TRANSPORTATION BENEFIT DISTRICT CALLING FOR A SPECIAL ELECTION AND PROVIDING FOR A BALLOT PROPOSITION TO BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE DISTRICT ON NOVEMBER 6, 2018, TO AUTHORIZE A SALES AND USE TAX TO BE IMPOSED WITHIN THE BOUNDARIES OF THE DISTRICT UPON ALL TAXABLE RETAIL SALES AND USES IN THE AMOUNT OF TWO-TENTHS OF ONE PERCENT FOR THE PURPOSE OF FINANCING ALL OR A PORTION OF THE COSTS ASSOCIATED WITH TRANSPORTATION IMPROVEMENTS IN THE DISTRICT IDENTIFIED HEREIN FOR A PERIOD OF TEN YEARS.

WHEREAS, RCW 35.21.225 authorizes cities to establish transportation benefit districts subject to the provisions of RCW 36.73; and

WHEREAS, the City of Anacortes (the “City”) approved Ordinance Number 2926 on July 21, 2014, establishing the City of Anacortes Transportation Benefit District (the “District”); and

WHEREAS, Ordinance Number 2926 in conjunction with Resolution 1985 adopted on July 21, 2014, establish a policy for funding and prioritizing pavement maintenance and overlay projects and provide that funds generated by the District shall be used for transportation improvements that preserve, maintain, and operate the planned and existing transportation infrastructure of the City or District, consistent with the requirements of RCW 36.73; and

WHEREAS, the City approved Ordinance Number 2967 on January 4, 2016 to provide that the City Council would thereafter assume the rights, powers, functions and obligations of the governing board of the District, thereby abolishing the board; and

WHEREAS, RCW 36.73.040(3)(a) authorizes transportation benefit districts to impose a sales and use tax in accordance with RCW 82.14.0455 in an amount not to exceed two-tenths of one percent (0.2%) for a period of ten years upon a favorable vote of the qualified electors within the District for the purpose of financing certain transportation improvements; and

WHEREAS, the City of Anacortes identified a sales and use tax imposed in accordance with RCW 82.14.0455, as well as any other lawful funding sources available to the District pursuant to RCW 36.73.040, as funding sources available to the Anacortes Transportation Benefit District; and

WHEREAS, if approved by the voters, the sales and use tax will apply to persons who shop and thereby use the roads in the City and not just to City residents; and

WHEREAS, if approved by the voters, revenues from a sales and use tax would be used entirely to fund transportation improvements in the District as identified in the Transportation Element of the City's Comprehensive Plan and in the City's Six Year Capital Improvement Plan ("CIP") which includes the preservation, maintenance, operation and/or improvement of existing transportation infrastructure of the City; and

WHEREAS, it is the intent of the City Council that, if approved by the voters, the sales and use tax would replace the current Transportation Benefit District vehicle license fee; and

WHEREAS, the City Council considered this matter at a regular City Council meeting, has given this matter careful review and consideration, and find that good government and the best interests of the District will be served by passage of this resolution.

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

Section 1. Findings. The City Council, as the governing board of the Anacortes Transportation Benefit District, finds that it is in the best interests of the District to submit to the qualified voters of the District, at a general election to be held on November 6, 2018, a proposition authorizing the District to impose a sales and use tax of two-tenths of one percent (0.2%) pursuant to RCW 36.73.040(3)(a), 36.73.065(1) and 82.14.0455 for the purpose of raising revenue to acquire, invest in, construct, improve, provide, operate, secure right-of-way or easement for transportation related facilities, preserve, maintain and/or fund transportation improvements in the District, and to impose such sales and use tax if approved by an affirmative vote of a majority of the district voters voting in the election.

Section 2. Description of transportation improvements. The transportation improvements carried out with the sales and use tax revenues must be projects or programs contained in the City's pavement management program, the City of Anacortes's Six Year Capital Improvement Plan and/or the City of Anacortes's Transportation Element of the Comprehensive Plan, all associated maintenance, operation, labor, material, and equipment required for these projects and programs, and include the preservation, maintenance, operation and/or improvement of existing transportation infrastructure of the City.

The cost of all construction, maintenance, preservation, operation, design, engineering, construction management, financial, legal, and other consulting services, inspection and testing, administrative and relocation expenses, and other costs incurred in connection with the foregoing described transportation improvement projects shall be deemed to be a part of the transportation improvements.

Section 3. Ballot Proposition. The Skagit County Auditor as ex officio supervisor of elections in Skagit County, Washington is hereby requested to call and conduct such election to be held within the District on November 6, 2018 and to submit to the qualified electors of the District for their approval or rejection a proposition to impose a sales and use tax to be levied in the amount of two-tenth of one percent (0.2%) of the selling price in the case of a sales tax or value of the article used in the case of the use tax. The sales and use tax authorized by this section is in addition to any other taxes authorized by law and shall be collected from those persons who are taxable by the State of Washington under Chapters 82.08 and 82.12 RCW upon the occurrence of any taxable event within the boundaries of the District and shall be imposed for a period of not more than ten years from its first date of collection. Upon approval of the voters of the proposition hereinafter set forth the District may use proceeds of such sales and use tax for the purposes described in this resolution. The Finance Director, acting as the City Clerk, is hereby authorized and directed to certify no later than August 7, 2018, to the Elections Supervisor a copy of this resolution and following proposition to be submitted to the qualified electors at that election, in substantially the following form:

ANACORTES TRANSPORTATION BENEFIT DISTRICT

ANACORTES, WASHINGTON

SALES AND USE TAX FOR TRANSPORTATION IMPROVEMENTS

The Anacortes City Council adopted Resolution 2017 concerning a sales and use tax, intended to replace the current Transportation Benefit District vehicle license fee, to fund transportation improvements in the District. The proposition authorizes a sales and use tax of two-tenths of one percent on taxable retail sales within the District per RCW 82.14.0455 for ten years. Revenues would fund street projects and improvements identified in the Capital Improvement Plan and/or Comprehensive Plan Transportation Element.

Should this proposition be approved?

YES.....☐

NO.....☐

For purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the City Council hereby designates: (a) the Finance Director; and (b) the City

Attorney, as the individuals to whom such notice should be provided. The Finance Director and City Attorney are each authorized individually to approve changes to the ballot title, if any, deemed necessary by the Director of Elections.

The Finance Director is authorized to make necessary clerical corrections to this resolution including but not limited to, the correction of scrivener's or clerical errors, references, resolution numbering, section/subsection numbers, and any reference thereto.

The proper Transportation Benefit District officials are authorized to perform such duties as are necessary or required by law to submit the question of whether the sales and use tax shall be imposed, as provided in this resolution, to the electors of the District at the November 6, 2018 election.

Section 4. Severability. If any provision of this resolution shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions and shall in no way affect the validity of the other provisions, or of the imposition or collection of the tax authorized herein.

INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this ____ day of _____, 2018.

LAURIE M. GERE, MAYOR

Approved as to form and legality:

Darcy Swetnam, WSBA #40530
City Attorney

ATTEST:

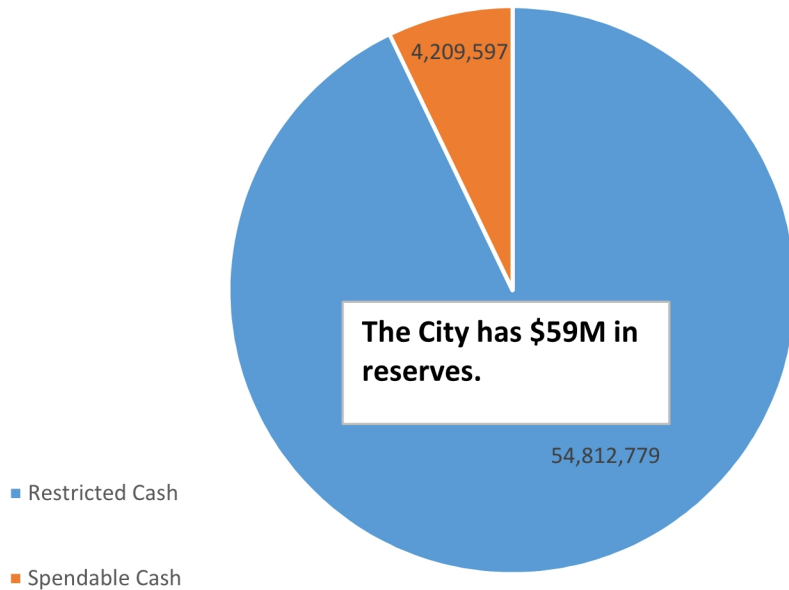
Steve D. Hoglund, City Clerk Treasurer

**CITY OF ANACORTES
2019/2020 BUDGET CALENDAR**

Event	Responsible Department	Due Date	Meeting Time and Place	Comments
Mayor and Council budget planning session	Finance/Mayor	3/26/18, 4/9/18	Council Chambers	Departments to present next biennial budget goals and objectives
Position Budget information from HR	Human Resources	1-May	Interoffice Mail - Finance	
Staff payroll time study for position budgeting	Departments	6/1 - 6/30	Due to Payroll 7/1	
Position Allocation for Existing Employees Complete	Finance	13-Jul	In the system	Required for all existing employees
Submit IT Requests	Departments	18-Jun		
Submit Fleet Requests	Departments	18-Jun		
Finance loads ERR rates, IT rates, and Overhead rates into the	Finance	30-Jun	In the system	
Insurance premiums are prepared and loaded into the budget.	Finance	30-Jun	In the system	
Payroll Budgeting complete	Finance	30-Jun		
Revenue review with Mayor	Finance	19-Jul	Mayor's Office	
Revenue budget loaded	Finance	20-Jul	In the system	
Budget spreadsheets distributed to departments	Departments	23-Jul	System is open for input.	
Departments have preliminary budget to Finance	Departments	27-Jul	System is locked end of day.	35A.33.030 - by the 4th Mon in Sept
Finance meets with Departments for overview	Departments	8/6 - 8/10		
Mayor review of preliminary budget, meet with Departments	Mayor	8/13 - 9/7	Mayor's Office	35A.33.050 - 1st bus day of Oct
Finance implements Mayor's revisions.	Finance	8/13 - 9/14		
Mayor's Budget Message drafted	Mayor / Finance	21-Sep		
Mayor's Budget Message to Council	Mayor	8-Oct	Council Chambers	35A.33.052 - 60 days prior to next fy
Public Hearing on Revenue Sources	Finance	8-Oct	Council Chambers	
Council review of budget	Council / Finance	10/15 & 10/22	Council Chambers	35A.33.052 - 6 weeks before begin of next fy
Public Notice of hearing on final budget shall be published once a week for two weeks prior to the public hearing.	Finance	10/24 & 10/31	To Paper by noon Fri 19	35A.33.060
Public Hearing on Budget	Council	5-Nov	Council Chambers	35A.33.060
Public Notice of the Budget Ordinance	Finance	14-Nov	To Paper by noon November 9	
Budget Ordinances and Property Tax Levy Resolution	Council	19-Nov	Council Chambers	35A.33.075 - 12/31/18 (Property tax levy 11/30/18)
Letter to Skagit County on levy rate	Finance	November 30		

For questions or comments contact Steve Hoglund 293-1906

Total City Reserves



Restricted - the use of restricted cash is determined by RCW, contract, or City policy.

EG - The use of Real Estate Excise Tax is restricted by RCW 82.46.

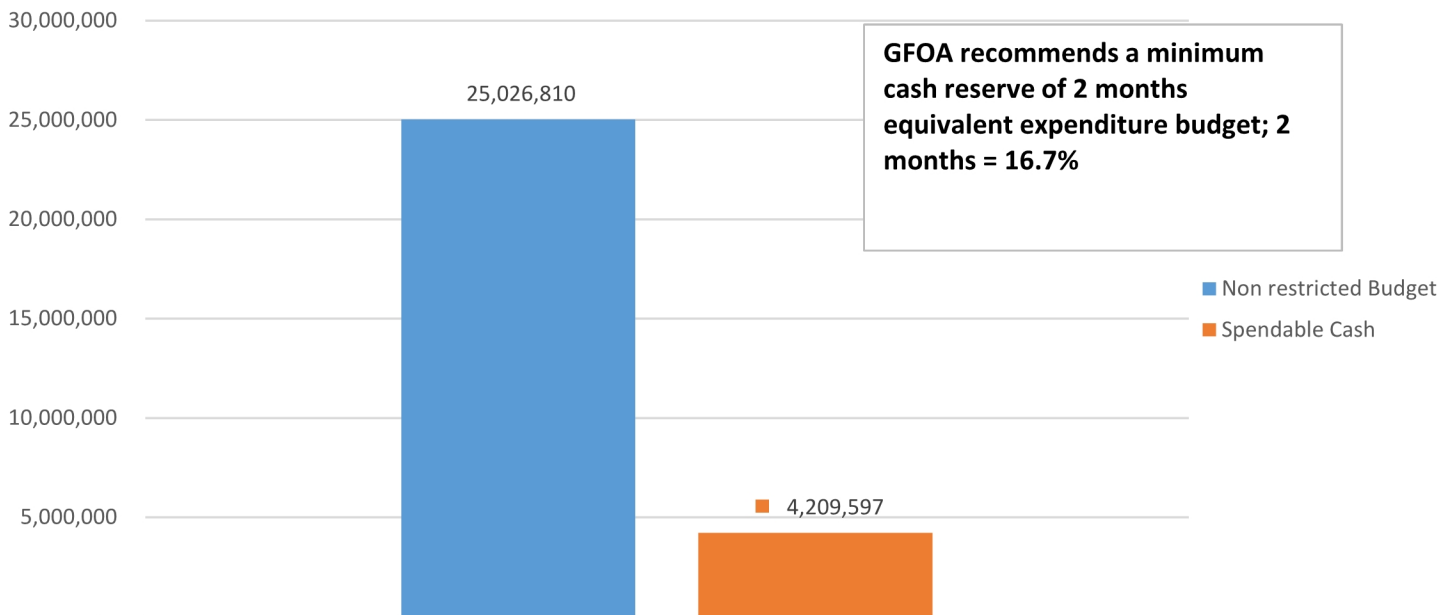
The use of the portion of cash collected from Regional Water Customers for capital projects is outlined in our water customer contracts.

The use the Stabilization Reserve (Rainy Day) Fund is restricted by Ordinance 2995.

Spendable cash is not encumbered by any of the above restrictions, and is available for general use.

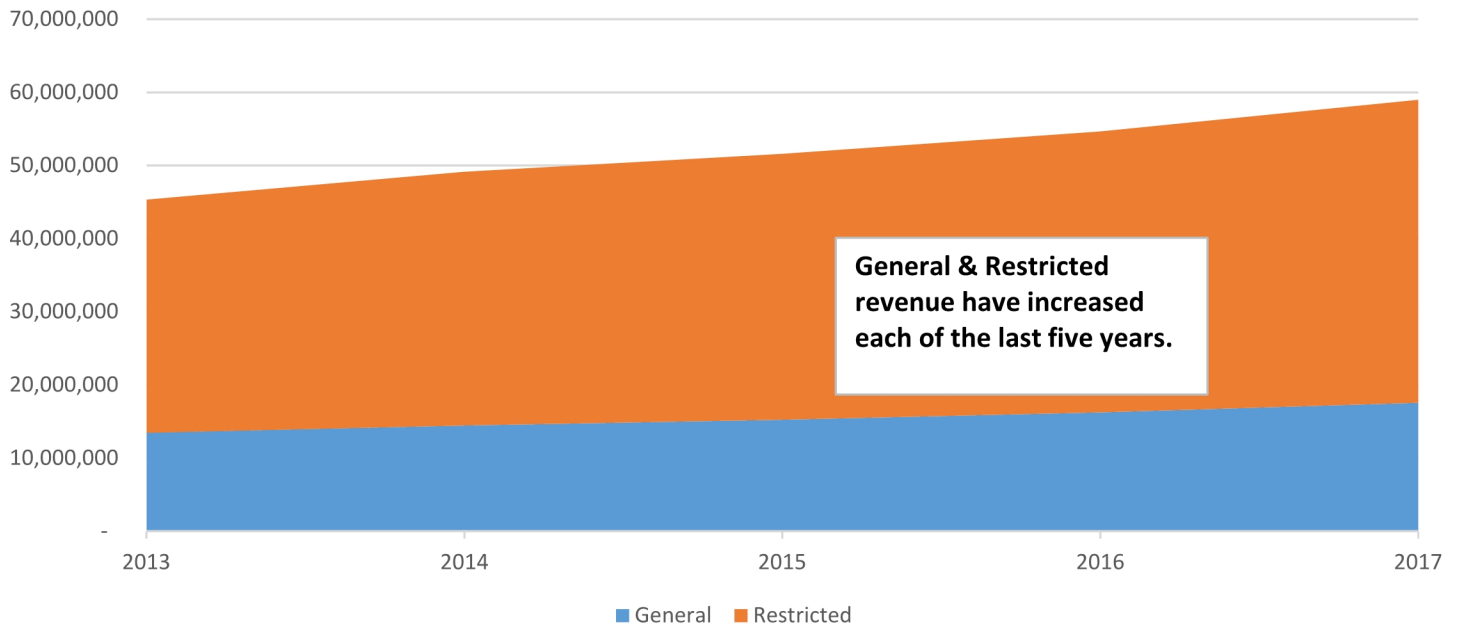
Restricted Cash	Total Budget	Non restricted Budget	Spendable Cash	Spendable Cash as % of Budget
54,812,779	59,383,383	25,026,810	4,209,597	16.8%

Budget vs. Cash Reserves



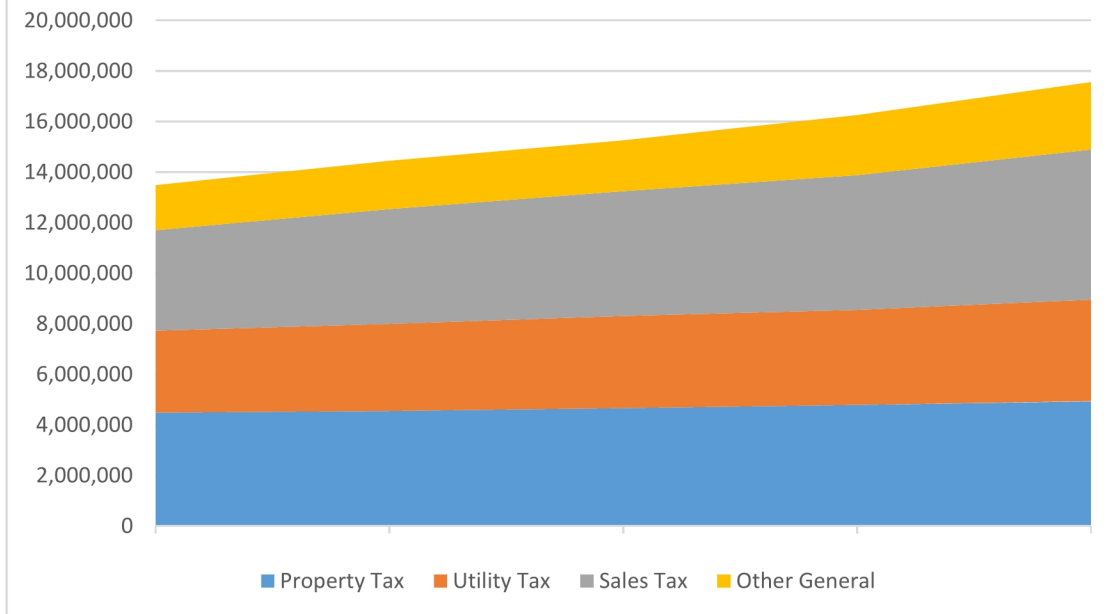
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Revenue Trends

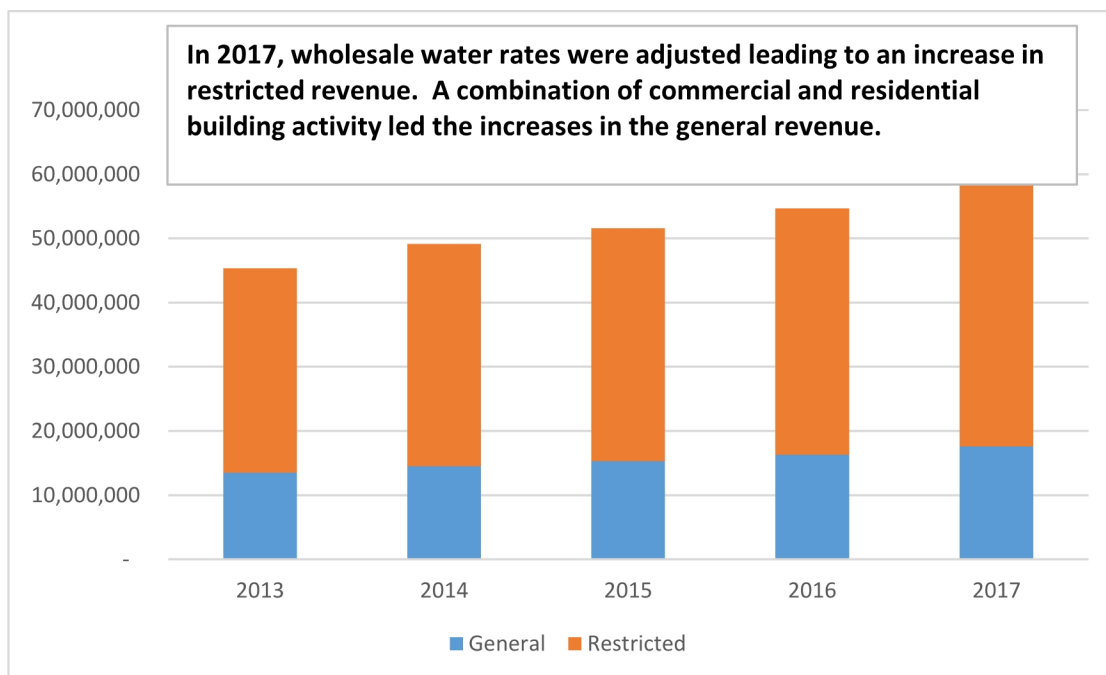


	2013	2014	2015	2016	2017
General	13,473,102	14,438,472	15,244,120	16,253,046	17,558,603
Restricted	31,850,268	34,693,873	36,318,788	38,385,860	41,422,365
Total Revenues	45,323,369	49,132,344	51,562,908	54,638,906	58,980,969

General Revenues Stability of Property and Utility Tax



Property Tax	4,480,216	4,537,247	4,652,400	4,776,461	4,929,739
Utility Tax	3,240,721	3,441,583	3,651,630	3,763,194	4,016,416
Sales Tax	3,970,003	4,543,934	4,936,361	5,329,699	5,935,003
Other General	1,780,149	1,913,694	2,001,714	2,381,675	2,675,427
Total	13,471,089	14,436,458	15,242,105	16,251,030	17,556,586



	2013	2014	2015	2016	2017
General	13,473,102	14,438,472	15,244,120	16,253,046	17,558,603
Restricted	31,850,268	34,693,873	36,318,788	38,385,860	41,422,365
Total Revenues	45,323,369	49,132,344	51,562,908	54,638,906	58,980,969

Budget number and Goal Description

- 1 Community Enrichment
- 2 Public Safety
- 3 Community Planning and Economic Development
- 4 Essential Infrastructure
- 5 Stewardship and Conservation of Natural Resources
- 6 Community Services
- 7 Effective Government Management and Transparency

Budget Goal Department Description

- 7 Legislative
- 7 Executive
- 7 Judicial
- 7 Finance
- 7 DIS
- 7 HR/Admin
- 3 Planning/Building/Econ Dev
- 6 CDBG/Social services
- 7 Legal
- 2 Police
- 2 Fire
- 1 Museum
- 4 Road Admin
- 4 Road Engineering
- 7 Facilities
- 6 Senior Center
- 5 Resource Conservation

Fund number

- 001.110
- 001.120
- 001.130
- 001.210
- 001.220
- 001.230
- 001.240.55*
- 001.240.56*
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- 001.713.575
- 001.714

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Fund Number

- 1 Parks and Rec
- 1 Cemetery
- 1 Library
- 4 Road Maintenance
- 4 Road Construction
- 4 Transportation Benefit District
- 1 Washington Park
- 4 Parks Construction
- 2 Emergency Medical Services
- 5 Anacortes Community Forest Lands
- 3 Lodging Tax
- 7 Library debt
- 7 Public safety building debt
- 4 REET
- 4 Water
- 4 Sewer
- 4 Storm
- 4 Solid Waste
- 7 ERR
- 2 Firemen's Pension Fund

- 101.
- 102.
- 103.
- 104.
- 105.
- 106.
- 107.
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**Broad Budget Goals from 2018 City Council Retreat
(in prep for 2019/2020 biennial budget development)
UPDATED February 9, 2018**

Status

Community Enrichment	
Complete the Guemes Channel Trail	Ongoing
Build Pickett Park next to Penguin Coffee	Pickett Park to be constructed in 2018
Update Depot Master Plan	Depot Master Plan in development.
Work with Port of Anacortes on Event Center in the Maritime Center Convergence Zone	Work continues with Port and City.
Develop community enrichment and diversity programs	
Establish principles of cultural exposure and inclusion	
Establish Community Youth & Recreation Center	Ongoing

Public Safety	
Provide 24/7 Fire/EMS staffing at Marchs Point station	
Staff 3 Firemedics at each fire station 24/7 (\$600k/yr additional cost)	
Pursue regional cooperative agreement for Fire/EMS	
Provide mental health resources and support for first responders	
Refine and complete Emergency Operations plan for disaster preparedness and recovery	

Community Planning and Economic Development	
Update development code	Development Regulations & Design Standards in progress.
Inventory and develop Sharp's Corner and other city owned parcels	
Explore instituting a municipal broadband network	
Develop Maritime Strategic plan	To be completed June 2018
Eliminate barriers to business recruitment and relocation into Anacortes	Ongoing
Establish City Council Economic Development Committee	

Essential Infrastructure	
Explore Guemes Channel force main	
Explore all funding options for expanded street maintenance program	\$20 car tabs fees began collection in 2015.
Complete fiber telemetry network	
Traffic management	
Ensure utility financial sustainability through rate review and adjustment	Analysis led to rate increases for Water, Storm water, and Sanitation. Sewer rates planned increase in 2019.
Continue capital facility planning, including solid waste facilities	

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Continue expansion of bike/pedestrian/lowered mobility connectivity	
Participate in regional water planning	

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Stewardship and Conservation of Natural Resources	
Pursue land acquisition opportunities (ACFL, critical areas, housing)	
Promote and adopt alternative energy	Enhanced lighting projects throughout City facilities and community; transitioned 16 gas vehicles to propane/gas powered with additional 6 in process; first electric vehicle added to fleet including new charging station at City Hall. LED lighting projects have resulted in over \$1M savings over past 4 years.
Explore revolving loan fund for residential alternative energy installations	
Expand education and outreach for recycling and composting programs (and/or other conservation programs)	
Update Critical Areas Ordinance	Underway
Develop plan for stewardship of city-owned critical areas	
Community Services	
Renew agreement with ASD 103 for School Resource Officer	
Explore staffing for a Community Resource Center	
Networking	
Expand CDBG opportunities and consider reallocation of 20% administration portion	
Explore staffing and resources for community services	
Develop Homeless Services addendum to Affordable Housing Strategic Plan	
Develop Community Resources addendum to Affordable Housing Strategic Plan	
Explore partnership opportunities for providing infant care	
Effective Government Management and Transparency	
Outreach	Updated website; VOIP; ATOT publications; social media
Part-time communication position	
Networking	
Succession planning	Ongoing
Establish performance measures (reference ICMA and LGPC)	
Implement electronic records management system	Laserfiche implementation ongoing 2018
Evaluate Council goals annually	
Plan for long term maintenance and replacement of capital assets	
Leverage the CWP	
Engage in legislative advocacy	

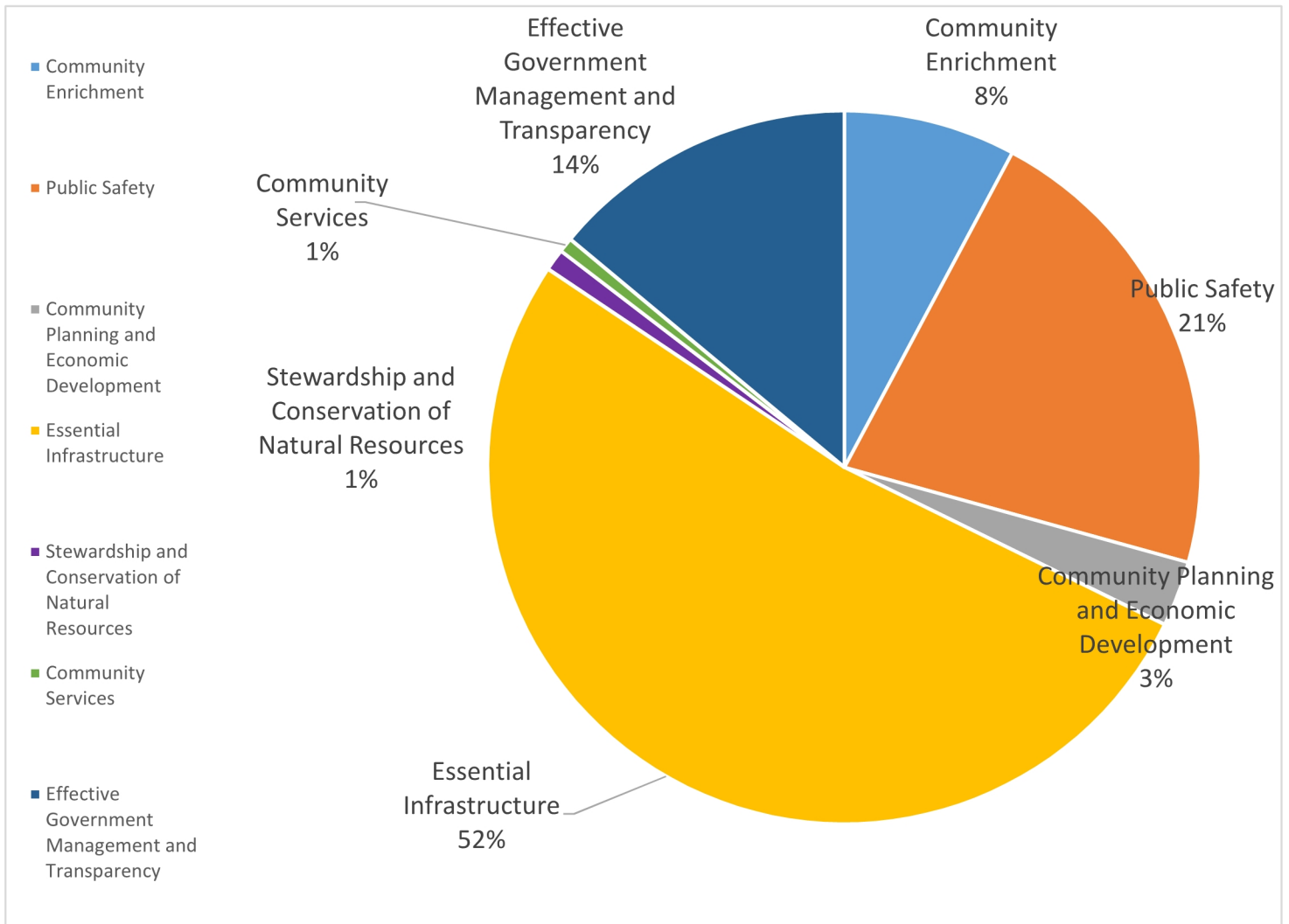
Governmental and Utilities

Budget number and Goal Description

	2018 Budget	First Half of 2018
1 Community Enrichment	\$ 4,605,838	\$ 2,044,812
2 Public Safety	\$ 11,556,218	\$ 5,635,978
3 Community Planning and Economic Development	\$ 1,427,216	\$ 778,677
4 Essential Infrastructure	\$ 32,658,059	\$ 13,668,392
5 Stewardship and Conservation of Natural Resources	\$ 438,855	\$ 260,547
6 Community Services	\$ 309,379	\$ 174,941
7 Effective Government Management and Transparency	\$ 6,466,343	\$ 3,656,809
	\$ 57,461,909	\$ 26,220,155

THIS DATA IS ALL CITY FUNDS.

UTILITY FUNDS DATA AND ERR FUND ARE INCLUDED.

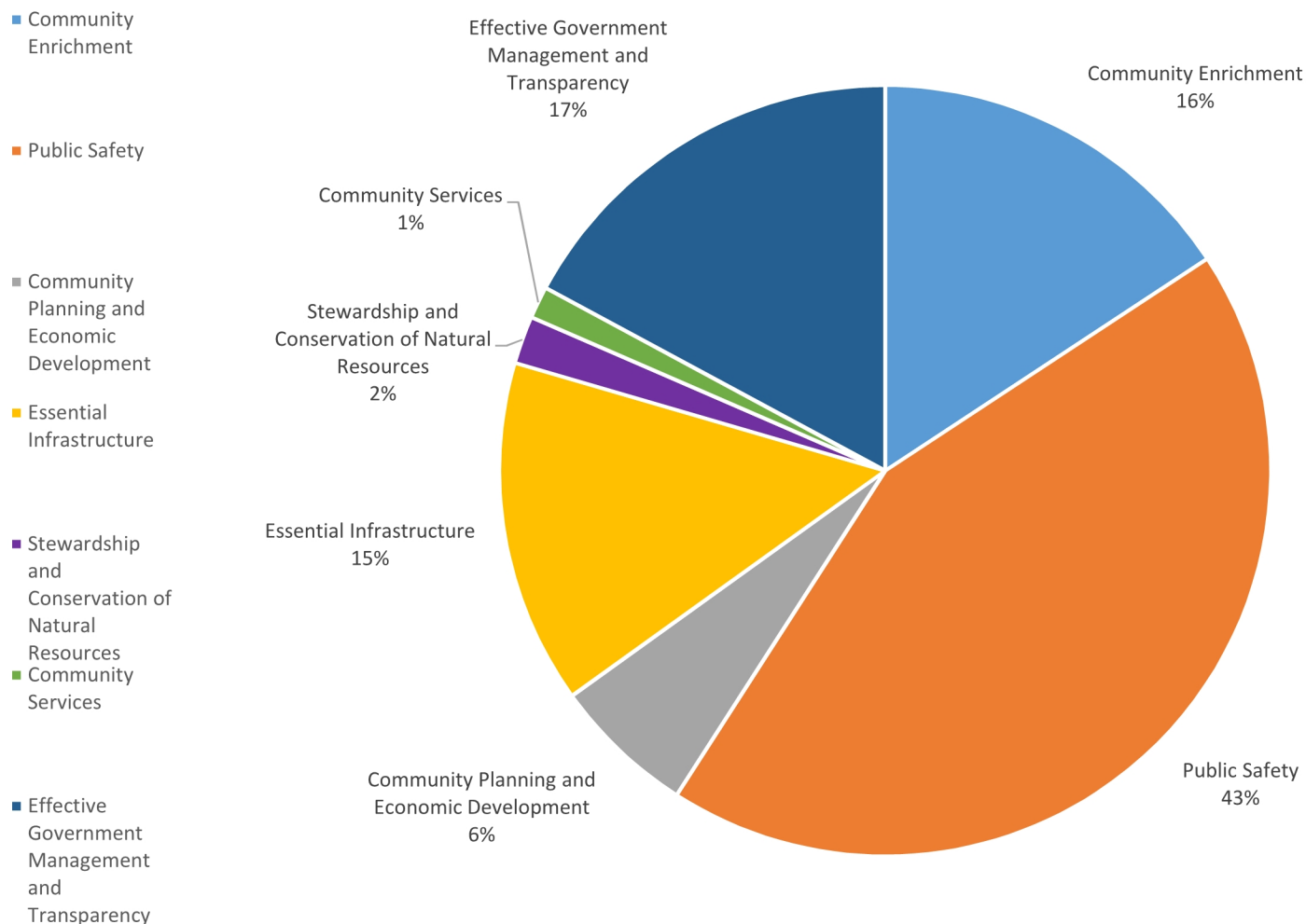


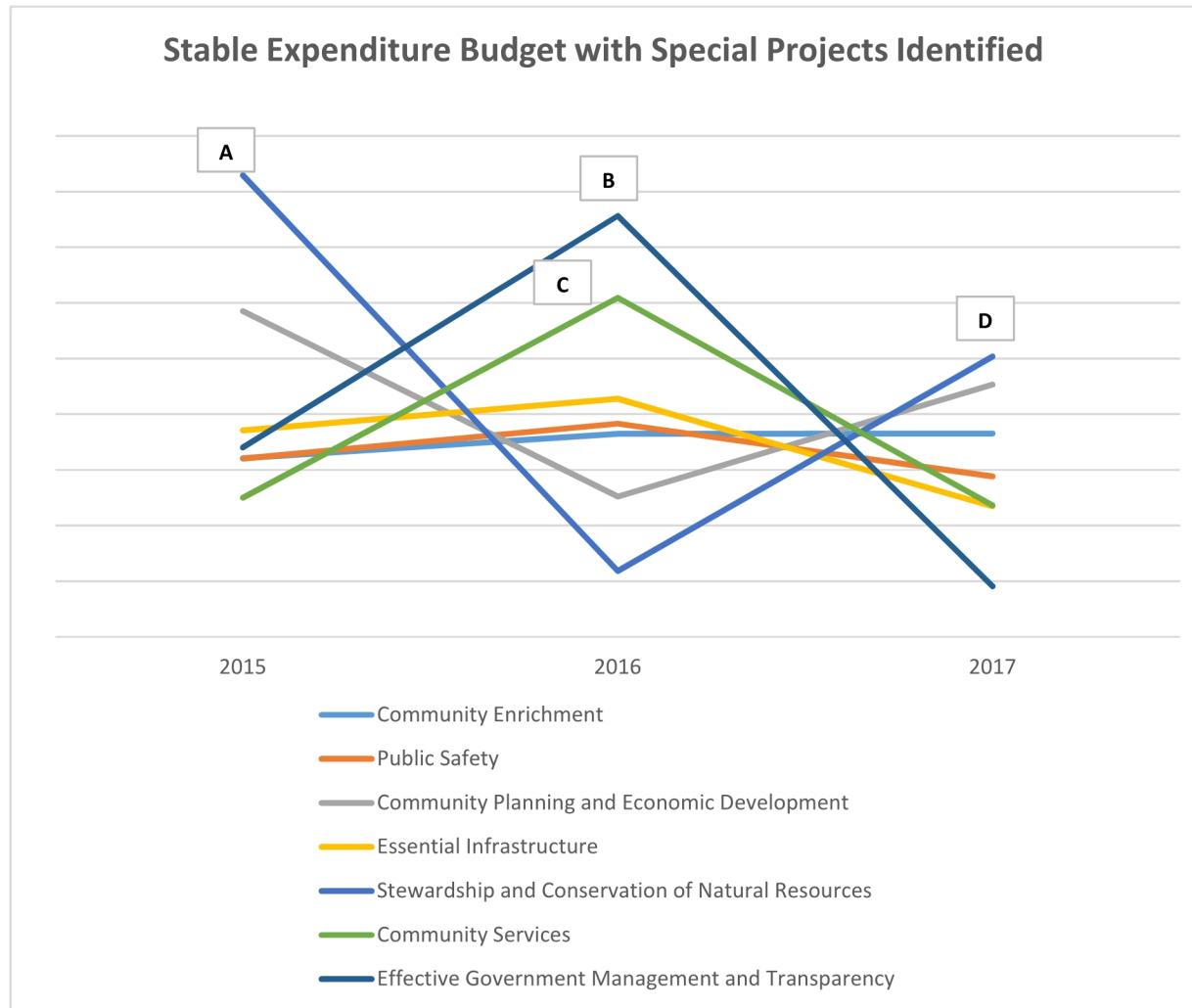
Budget number and Goal Description

		Governmental Only	
		Budget	First Half of 2018
1	Community Enrichment	\$ 4,605,838	\$ 2,044,812
2	Public Safety	\$ 11,556,218	\$ 5,635,978
3	Community Planning and Economic Development	\$ 1,427,216	\$ 778,677
4	Essential Infrastructure	\$ 3,587,328	\$ 1,877,372
5	Stewardship and Conservation of Natural Resources	\$ 438,855	\$ 260,547
6	Community Services	\$ 309,379	\$ 174,941
7	Effective Government Management and Transparency	\$ 4,538,377	\$ 2,226,971
		\$ 26,463,210	\$ 12,999,297

THIS DATA IS GOVERNMENTAL FUNDS ONLY.

UTILITY FUNDS DATA AND ERR FUND DATA REMOVED.





Expenditure Outliers

A - Van Buren property purchase in ACFL

B - 2.2M transfer to the ERR fund

C - CDBG grant funding was higher than average, over \$100K in 2016

D - Heart Lake Milfoil contract was started in 2017



City Council Agenda Bill

Meeting Date: 7/23/2018

Agenda Item: 7c

Subject: Budget Categories

Staff Contact: Steve Hoglund

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

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

Summary Statement: City Council has identified 7 goals that all spending the City does must fit within. As we enter the budget season for the next biennium Council members should be considering every budget request as to how it fits into the 7 budget categories.

Background: The 7 budget goals were developed by Mayor and Council at a budget retreat where department heads and other staff were present, on March 27, 2015. At that time a number of projects were identified that fit within those 7 goals, many of which have since been completed. At the February 9, 2018 Council retreat those goals were revisited, and current projects were discussed.

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action:

Competing Viewpoints Considered:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented): Budget goal category matrix, Council 2018 established budget goals

Budget number and Goal Description**Budget Goal Department Description****Fund number**

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Evaluate Council goals annually	
Plan for long term maintenance and replacement of capital assets	
Leverage the CWP	
Engage in legislative advocacy	



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning August 6, 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.

August 6, 2018

August 13, 2018

August 20, 2018

- Contract Award: Chlorine Conversion Project - Construction

August 27, 2018

September 4, 2018

September 10, 2018

September 17, 2018

September 24, 2018

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Jul 23, 2018, 5:00 PM, Main Conference Room, City Hall
- Public Safety, Monday, Jul 23, 2018, 2:00 PM, Mayor's Office, City Hall
- Finance, Wednesday, Jul 25, 2018, 5:00 PM, Main Conference Room, City Hall
- Housing Affordability and Community Services, Thursday, Aug 2, 2018, 1:30 PM, City Hall
- Public Works, Monday, Aug 6, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Public Safety, Tuesday, Aug 7, 2018, 10:00 AM, Mayor's Office, City Hall
- Port/City Liaison - CANCELLED, Tuesday, Aug 7, 2018, 12:00 AM,
- Finance, Wednesday, Aug 8, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Aug 13, 2018, 5:00 PM, Main Conference Room, City Hall
