



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

August 20, 2018
6:00 p.m.

PRELIMINARY AGENDA

[Packet Materials](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Parks & Recreation Committee
 - b. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of August 13, 2018
 - b. Approval of Claims in the amount of: \$236,747.31
 - c. Contract Awards: Treatment Plant Chemicals 18-118-IDS
6. **Public Hearings**
7. **Other Business**
 - a. * Skagit County Public Health presentation regarding Vaping in Public Places Ordinance for Skagit County (Discussion)
 - b. Contract Award: WTP Chlorine System Conversion Project - Construction 18-036-WTR-004 (Action)
8. **Adjournment**

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

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact 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 27, 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 27, 2018

- Contract Modification: Blue Heron Reservoirs Construction 16-039-WTR-004
- Contract Modification: March Point Road Shoulder Widening Construction Management 15-006-TRN-003
- Ordinance 3027: Extending a Moratorium on Processing Applications for Wireless Facilities and Telecommunications Franchises (Action)
- Memorandum of Understanding with Anancortes School District #103: Community Center (Discussion/Possible Action)

September 4, 2018

September 10, 2018

September 17, 2018

September 24, 2018

October 1, 2018

October 8, 2018

- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)

October 15, 2018

- Review of Budget - Public Works (Discussion)

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Aug 20, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Aug 22, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Aug 27, 2018, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Sep 4, 2018, 8:30 AM, Port of Anacortes
- Public Works, Tuesday, Sep 4, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Skagit County Population Health Trust, Thursday, Sep 6, 2018, 8:30 AM, Mount Vernon
- Planning, Monday, Sep 10, 2018, 5:00 PM, Main Conference Room, City Hall

For Mayor Gere and Anacortes City Council

8/20/18

from John
Morgan
360-873-8747

**THINK.
PLAN.
DO!
REPEAT**

A GUIDE TO INDIVIDUAL AND NEIGHBORHOOD EMERGENCY PREPAREDNESS

Jefferson County WA
Department of Emergency Management
www.jeffcoecoc.org



HOUSEHOLD PREPAREDNESS

- 1 Why prepare?
 - 2 Under-the-Bed Items
 - 3 Grab&Go Kits
 - 4 Pet & Vehicle Kits
 - 5 Shelter-in-Place
 - 6 Water
 - 7 Food for GO KIT
 - 8 Human Waste & Garbage Disposal
 - 9 Basic First Aid
 - 10 Essential Documents
 - 11 Turning Utilities Off
 - 12 Communication Methods
 - 13 Resources
 - 14 Neighborhood Preparedness
 - 15 Disaster-Specific Preparedness
Wild Land Fires, Windstorms,
 - 16 Power Outages
 - 18 Earthquakes
 - 19 Tsunamis
 - 20 Health Emergencies
 - 21 Boat Safety
 - 22 Out-of-Area Contact Card
 - 23 File of Life
 - 24 Notes
- HELP/OK Window sign



ACKNOWLEDGEMENTS

Jefferson County Emergency Management wishes to recognize the extraordinary work of the Neighborhood Preparedness (NPREP) group leaders who have worked energetically and enthusiastically to educate the community about the need to prepare for the types of emergency situations that can impact area residents. Because of NPREP's efforts, Jefferson County neighbors can rely on one another to stay safe in times of local emergencies.

A special thanks to Leslie Aickin for her work in compiling the information provided in this handbook.

WHY PREPARE?

When you consider we live on a peninsula with two main routes to and from, preparing our families in advance of an emergency or natural disaster is a sensible thing to do.

Hazards that could affect Jefferson County include earthquake, tsunami, landslide, flood, windstorms, winter storms, pandemic illness or terrorist attack.

This handbook contains information to help you, your family and your immediate neighborhood prepare for a significant event—one in which you may have to be self-sufficient for an extended period of time.

Know the emergency plans at your children's schools and at your place of work. Remember to also plan for your pets.

Involve all family members in your preparedness planning. Practicing the procedures suggested in this handbook will assist you in reacting appropriately should an emergency occur.

This handbook will provide you with the basic information to achieve personal, household and neighborhood preparedness.

MAKE A PLAN

Remember—when disaster strikes, the time to prepare has passed.

--Steven Cyros



BUG OUT LIST

[illegible]

Use the BUG OUT LIST as a reminder of the things you *must* take if you need to evacuate.

UNDER-THE-BED Items

Disasters don't keep regular hours. They can happen anytime day or night. Be ready to take action following a disaster with your safety as a priority.

Store a few key items under your bed that will help to keep you safe as you survey your house and check for damage.

Items to include:

- Flashlight/headlamp, and extra batteries
- Hardhat or helmet to protect your head from falling objects
- Sturdy shoes
- Leather gloves
- A copy of your neighborhood emergency plan (See section on Neighborhood Preparedness)
- OK/HELP sign & two band aids to hang the sign on a front window

Other useful items to have available:

- Tools needed to turn off utilities
- Claw hammer
- Small pry bar
- Whistle or air horn
- Small transistor radio, extra batteries



What's under your bed?

Have other items nearby such as an escape ladder if your bedroom is on a second floor.

PERSONALIZE your choices. Have items that meet your needs.

NOW—LOOK UP—

What's **OVER** your bed? If you have heavy, unsecured decorative items on the wall at the head of your bed, take the necessary steps to properly secure them so they don't fall on you.

IN AN EMERGENCY

"winging it" is not an option!

GRAB&GO KITS

A GRAB&GO kit can be any size that works for you and your family and can be stocked with a variety of things that meet your personal needs.

Consider using something as small as a backpack—a good choice for your car or office—or an ice chest on wheels that will hold adequate supplies to last you 7-10 days, the recommended length of time for Olympic Peninsula residents to have back-up food, water and other supplies at the ready.

Store your kit in an easily accessible location in your home—a closet near your front door or in your garage. Make up a smaller kit for your car, office, boat or RV.

Check BEST USED BY dates twice a year when you change your clocks for daylight saving time and also replace the batteries in your smoke alarms.

There are thousands of lists you can access on the Internet that give suggestions for items to include in your go kit(s).

PERSONALIZE your choices to meet your family's dietary needs and preferences.

Have enough water for each family member—one gallon per person per day for drinking, cooking and hygiene.

Have some cash on hand. If the power is out, ATMs will not function.

SUGGESTED FOOD ITEMS:

- Meals Ready to Eat (MRE), canned or dried meats
- Canned fruits, vegetables, soups
- Peanut Butter
- Granola bars
- Trail Mix
- Beef Jerky

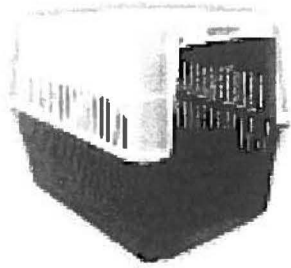
FIRST AID & PERSONAL ITEMS:

- First Aid Kit & manual
- Handi-wipes
- Personal hygiene items:
 - soap; toilet paper;
 - toothbrush; wash cloth;
- Aspirin
- Insect repellant; sunscreen
- Hydrogen Peroxide for wounds
- Latex gloves
- N95-grade face mask
- Small hand towel mask
- Seasonally appropriate clothes
- Prescription medications with a copy of handwritten script from your doctor

TOOLS & OTHER SUPPLIES

- Flashlight & extra batteries
- Portable radio & extra batteries
- NOAA Alert Radio
- Cell phone & charger
- Garbage bags & duct tape
- Pocket knife
- Tools to turn off utilities
- Nylon cord or rope
- Gloves
- Small ABC fire extinguisher
- Area map
- Compass
- Folding shovel
- Folding saw
- Extra set of car & house keys

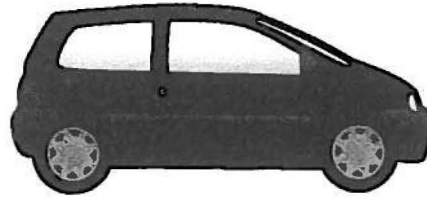
PET EMERGENCY KITS



- Appropriately sized kennel
- Collar, harness & leash with ID & license tags
- Medications & medical records
- Pet First Aid Kit
- Food, water bowl & can opener
- Favorite pet toy
- Plastic bags for pet waste
- Litter for cats
- Put the following information in a baggie and tape to the top of the kennel:
 - Veterinarian's name & phone number
 - Pet's name, owner's name, phone number and address;
 - picture of you with your pet

Consider getting your pet micro-chipped for identification purposes.

VEHICLE KIT



- Flares & booster cables
- Two strap
- Flashlight & batteries
- Leather gloves
- Tool kit with knife
- Duct tape
- Emergency blanket
- First Aid Kit
- Tire inflation can
- Maps
- Water & non-perishable food
- Poncho or rain coat
- Plastic tarp
- Towel
- Handi-wipes
- 3# coffee can of sand or kitty litter
- Toilet paper
- Folding shovel
- Folding camper's saw
- Wool blanket or sleeping bag
- Small fire extinguisher

**Personalize your kits to
meet your needs**

SHELTER-IN-PLACE

Sheltering-in-Place has come to have to different meanings: first, it can refer to the need to gather all family members into a room that can be sealed off from the outside when there's danger of chemical airborne agents, and secondly, the term can imply that staying in your home for a period of time after a disaster—rather than evacuating—may be the most prudent thing to do.

In either case, gathering some items ahead of the need to maintain yourself and your family is important.

If you need to create a safe room to protect your family from a chemical airborne agent, select one that you can tightly seal—preferably one with the fewest windows.

Items to store for use in your safe room:

- Plastic sheeting pre-cut to fit all windows, vents and doors
- Duct tape
- Transistor radio; batteries
- Snack foods
- Water
- Towels & blankets
- Garbage bags
- Books, games

Store items in a box in the designated safe room and replace food items and water as needed.

Before going into your safe room, turn off heating, air conditioning and close fireplace damper.

Once everyone is in the safe room, do the following:

- Dampen towels and place against the crack under the door
- Tape around the door
- Tape plastic to windows and air vents
- Turn on your radio
- Stay in your safe room until authorities say it is safe to leave

If you are in your car at the time of the event:

- Shut off the motor
- Tightly roll up all windows
- Turn off heating/cooling system, close all vents
- Breathe through a dampened cloth
- Turn on radio and listen for instructions

When the best choice is to stay at home rather than evacuate, a well-stocked pantry or GRAB&GO Kit is a must to have. (See Page 4)

If the power is out and you plan to cook on a BBQ, NEVER bring the BBQ inside the house.

If you have a generator, keep it outside, do not bring it into your house or garage.

WATER

It goes without saying water is a must-have. Ground shaking caused by earthquakes can break water lines leaving you without direct water service to your home.

The recommended amount of water to store in case of emergency is one gallon per person per day for drinking, cooking and hygiene.

ONLY use containers that previously held products intended for human consumption.

Check the recycle symbols on the bottom of plastic containers to determine if the container is safe for long-term water storage.



2, 4 & 5 are **SAFEST**

1 & 7 use with **CAUTION**

3 & 6 **AVOID**

DO NOT use plastic milk jugs to store water.

Preparing Containers

- Rinse containers with a weak solution of plain chlorine bleach (8-10 drops in two cups of water). **DO NOT** use scented bleach, color-safe bleach, bleach with added cleaners or bleach in gel form.
- After cleaning, fill the container to the top with water and seal tightly.
- Label container with the date you filled it.
- Store in a cool, dark place



Water drawn from your home tap does not need to be treated. Water you purchase does not need to be treated.

The best way to purify water for drinking is by bringing it to a full rolling boil for one minute.

REMEMBER to store extra water for your pets.

FOOD FOR YOUR GO KIT

Before you head out to the store to purchase food items for your go kit, give serious consideration to your family's particular dietary needs.

Thousands of lists have been developed suggesting 'must have' or 'best' food choices to set aside in case of an emergency when store shelves are bare.

Do some research, ask your friends and neighbors about choices they have made and then **PERSONALIZE** your choices to work for your family.

MREs or Meals Ready to Eat are one of the choices available for emergency food supplies. Several companies sell them and some are better than others. Generally speaking however, MREs are low in fiber and very high in sodium content.

Dried foods are affordable, good choices. Unopened packages can be good for several years, but it's always a good idea to check the **BEST IF USED BY** dates at least twice a year.

Canned foods, while good to have in your home pantry, make for a heavy load in a go kit. Be sure to buy canned products with pop-tops and pay attention to the **USE BY** dates.

Homemade meals are another choice for your go kit. Use dried ingredients that can be stored in a baggie. Include cooking instructions and the date you put the meal together. Check the shelf life of the different ingredients you are using by doing a little research online.

—**SPAM**: According to Hormel, the company that makes SPAM, the shelf life for this product is **INDEFINITE**!

EATING OFF THE LAND:

BE CAUTIOUS!

Before you dig that bucket of clams, make certain the waters of Puget Sound have not been affected by a Red Tide that can cause toxins to be released into the water and cause illness.

Call Washington State's Bio Toxin Hotline at 1-800-562-5632 for updated information.

CHOOSING COOKING UTENSILS

In tough times—after a disaster—it's difficult to know what you might be using for a kitchen. If you must use alternative sources to prepare your meals, consider purchasing a Dutch Oven. You can use a Dutch Oven to:

- Bake breads, biscuits and pies
- Fix soups and stews
- Use the lid as a frying pan

Experiment with a Dutch Oven at home or over a campfire and be sure to season your Dutch Oven before using it.

If you will be using your BBQ or camp stove to prepare meals for your family after a disaster, **NEVER** use either one indoors.

- Use plastic or paper cups
- You can save water by using plastic knives, forks and spoons and paper plates.
- Have a generous supply of matches—waterproof and regular
- Include a manual can opener in your kit

HUMAN WASTE & GARBAGE DISPOSAL

Earthquakes (and other disasters) notoriously cause damage to water, sewer and septic systems preventing our plumbed toilets from working properly.

The Solution: Use a Twin-Bucket Emergency Toilet system for the emergency stage of the crisis.



Not mixing urine and feces is a proven principle of ecological sanitation. In separating pee and poo, the twin-bucket toilet reduces disease risk and odor and makes the contents of each bucket easier to handle.

- **DO NOT** use bags in toilets; bags can break!
- **DO NOT** use caustic disinfectants like bleach or lime.
- **DO NOT** dig pit privies or bury your human waste. It is against the law.
- **DO NOT** place baby or adult diapers, or sanitary pads in pee or poo buckets. Dispose of them in trash.

Getting Everything Together:

- Plastic buckets – 3.5 to 5 gal. size. Two buckets could last 3-4 people 3 days.
- Lids and a seat that fit the buckets
- Have toilet paper, soap, bottled water, disposable gloves, hand sanitizer, towels or wipes readily available.
- Carbon material to cover poo to control moisture and odor

Using the Twin-Bucket Toilet System

1. Mark the twin buckets “pee” and “poo” (or #1 and #2, or urine and feces, or yellow and brown).
2. The seat can be moved from one bucket to the other. After use, remove the seat from the bucket and cover bucket with a lid that closes well.
3. Try not to mix pee and poo. The pee is the component that produces the bad smell when the two mix.
4. After using the pee bucket, you can put the toilet paper in the poo bucket.
5. After using the poo bucket, add carbon material for moisture and odor control. Carbon material includes sawdust, finely shredded paper or coir fiber* (about a gallon bag per day)
6. WAIT for disposal instructions from Emergency Management.

** Coir fiber is compact coconut husk fiber found in most garden centers*

Hygiene is Critical for Health

Hand washing is critical. Use of hand sanitizers and disposable gloves and wipes will help you conserve emergency water supplies.

Garbage Pick-up

Garbage pick-up service or garbage transfer station drop off may be interrupted. Garbage should be collected in your regular garbage cans or curbside roller bins and WAIT for disposal instructions or notice that garbage pick-up has resumed.

BASIC FIRST AID

Every household should have a basic First Aid Kit and manual. Learn CPR!

Classes for both First Aid and CPR are available locally or you can log into <http://www.firstaidweb.com> to take the classes at no charge.

HANDS ONLY CPR for Adults

- With the heel of your hand at a point at the center of the breastbone (sternum), push down hard and fast in the center of the chest—about 100 compressions per minute. Continue until professional help arrives or until the person's heart has restarted. Get others to help you if you can. It's hard work.
- For infants and children, compressions are made with just a couple of fingers and mouth-to-mouth breathing could be an advantage.
- **The importance of getting actual hands-on CPR training cannot be overstated. Contact local fire departments to inquire about classes.**

Medications

If you or a family member has special medication needs, keep an adequate supply of all medications on hand. Your primary care physician or pharmacist may be able to assist you in getting an emergency supply.

Electric Medical Equipment

Check with your medical supply company to get information regarding back-up power sources available for your specific type of equipment.

Getting help

- Engage family members, friends and neighbors to assist you.
- Discuss your emergency plans with your home healthcare provider.

Tips for people with mobility disabilities

- Keep emergency supplies in a bag or backpack attached to your wheelchair, walker or scooter.
- Have an extra battery available for any motorized equipment you use.
- Have a manually operated wheelchair available to use.
- Make friends, family members and neighbors aware of your needs so they are prepared to help you.

Tips for those with vision or hearing impairments

- Place an extra pair of glasses in your GRAB&GO kit.
- Use a high-powered flashlight with a wide beam. Have extra batteries on hand.
- Be cautious when navigating a room after an earthquake. Furniture may have fallen or moved obstructing your path.
- For hearing impaired people, plan ahead and have some pre-printed message cards to use to communicate your special needs to those helping you. For example:
 - I use sign language.
 - I don't speak English.
 - Please get my extra hearing aid batteries. They are located_____.

SECURE YOUR DOCUMENTS & IMPORTANT PAPERS

After a disaster, you may need to evacuate your place of residence. Have your vital records and important documents secured before a disaster.

At the recovery stage of any disaster, you will need to provide documents such as insurance policies, deeds and tax returns, just to name a few.

Store copies of essential documents in a water-proof/fire-proof container in your home and also choose a secondary location for your important papers.

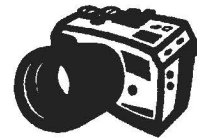
Every storage method (hard copy, thumb drive, CD or the cloud) has its vulnerabilities.

Secure these documents in more than one place:

- Immunization records for all family members
- Certified birth certificates
- School records and transcripts
- Military/DOD cards; keep original copies if on active duty
- Power of Attorney for health care
- Living Will
- Copy of Social Security Cards
- Two forms of picture ID
- Recent photos of each family member
- Professional licenses
- Citizenship papers
- Attorney-in-Fact documents
- Current address/phone number book
- File of Life

ORIGINAL documents to keep in a secure place:

- Adoption/custody papers
- Diplomas
- Death certificates
- Marriage license
- ANY legal documents (divorce decrees, power of attorney, organ donor card)
- Property deeds
- Insurance policies
- Bank statements
- Photo copies of all credit cards
- Passports
- Will
- Stock, bond, securities certificates
- Copyrights and patents
- Vehicle titles (car, boat, RV)
- Social Security benefit applications
- Supplemental insurance forms
- Legal settlement documents
- Physicians Orders for Life-Sustaining Treatment (POLST) Forms

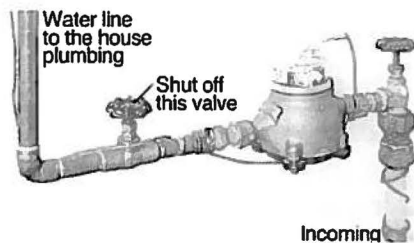


- Take photographs of your home—inside and out
- Your possessions (furniture & artwork)
- Vehicles
- Family
- Boat, RV
- Pets

TURNING OFF UTILITIES

It is important to learn how to shut off your utilities following a disaster.

WATER SHUT OFF

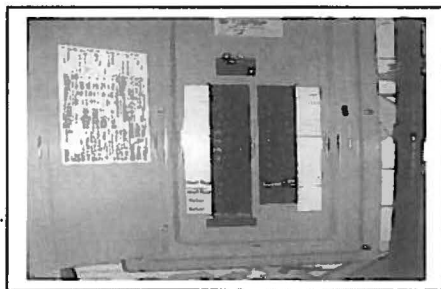


- Turn off the main water shut off valve at the house (not the underground valve at the street). This will prevent contaminated water from entering your water heater and plumbing.
- Label the main shut off valve and make sure everyone in the house knows how to use it.

WELL WATER SHUT OFF

Unplug electrical power to the well pump.

Regardless of water source, if the power is out, be sure to shut off the power to your hot water heater. You can do that at the main circuit breaker.

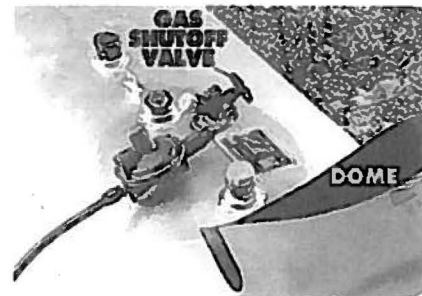


ALWAYS shut off each individual circuit before shutting off the main circuit breaker. Begin at the bottom and turn each breaker off. To turn them back on, start at the top and work down.

PROPANE SHUT OFF

Make certain everyone in your household knows where the propane tank shut off valve is located.

Propane tanks can be jared off their foundations and lines can be damaged in a severe earthquake. If you smell gas, immediately turn off the supply line to that goes to your house.



TIPS

Keep your vehicle gas tank at least half full. After a disaster, gas station pumps may not be working. Remember to carry cash as credit card machines will not be working if the power is out.

Always carry a current street map in case you need to find alternate ways of traveling.

COMMUNICATIONS

If a strong earthquake or other catastrophic event occurred here, it is possible that regular means of communication might not be available. Cell phones, the Internet, television could all be impacted by a power outage.

How will we send and receive vital information?

HAM RADIO

A proven and reliable form of communication is via HAM radio. The Jefferson County Amateur Radio Emergency Service (ARES) is a voluntary organization that operates under the direction of the Emergency Coordinator. Individuals interested in becoming HAM operators should contact Jefferson County Emergency Management at 360-385-9368.

NIXLE

Residents can use Nixle to receive information ranging from critical alerts to community news. This is a subscriber-based system. Your cell phone text rates may apply.

Log on to www.jeffcoec.org. Click on the phone icon to subscribe to FREE text alerts and emails about emergencies affecting Jefferson County as they happen. Follow the simple directions indicated.

FM/AM Radio Stations

Emergency information will be broadcast on the following local radio stations:

- KPTZ FM 91.9
- KROH FM 91.1

KIRO FM 97.3 is the primary Emergency Alert System (EAS) station for Jefferson County. Information will also be broadcast on KIRO AM 770. Remember the resource you have in your car—the radio.

CELL PHONES

Immediately following a disaster, phone service quickly becomes overloaded. Texting instead of calling is advised as it uses less power and bandwidth.

In advance of need, develop an Out-of-Area Contact for all members of your family to use. See Page 21 for additional information.

WEBSITES

When incidents are in progress, you can get the latest information by logging on to Jefferson County Department of Emergency Management's (DEM) blog: www.emergency-information.blogspot.com

Find a variety of preparedness information on DEM's webpage: www.jeffcoec.org

Washington State Emergency Management webpage: www.emd.wa.gov

Federal Emergency Management Agency (FEMA) webpage: www.FEMA.gov

LOCAL RESOURCES

Use these resources **BEFORE** a disaster strikes when telephones may be overwhelmed and there is no internet connection.

Jefferson County Emergency Management: 360-385-9368
Website: www.jeffcoec.org.

Fire District 1
East Jefferson Fire Rescue
360-385-2626
Webpage: www.ejfr.org

Fire District 2
Quilcene Fire Department
360-765-3333
Webpage: www.qvfd.org

Fire District 3
Port Ludlow Fire & Rescue
360-437-2236
Webpage: www.plfr.org

Fire District 4
Brinnon Fire Department
360-796-4450
www.brinnonfire.org

Fire District 5
Discovery Bay Fire Department
360-797-7711
Webpage: www.dbvfd.org

Red Cross of Jefferson County
360-385-2737
Webpage: www.peninsularedcross.org

Local 20/20
360-379-1406
Webpage: www.L2020.org

Jefferson County Public Health
360-385-9400
Webpage: www.jeffersoncountypublichealth.org

Hospital: Jefferson HealthCare
360-385-2200
834 Sheridan—Port Townsend

Hood Canal Bridge Closure information
<http://www.wsdot.com/traffic/hoodcanal/default.aspx>

Washington State Ferries Information
1-888-808-7977

OTHER RESOURCES

Washington State Emergency Management
Webpage: www.emd.wa.gov

Federal Emergency Management Agency (FEMA)
Webpage: www.fema.gov

IMPORTANT NUMBERS

- **9-1-1** Only to report a life-threatening situation requiring police, medical or fire emergency.
- **5-1-1** Travel, road and weather information
- **2-1-1** Contact information for basic human needs, health resources, support for children & families and more.

NEIGHBORHOOD PREPAREDNESS

Map Your Neighborhood (MYN) is a program that can involve everyone in your neighborhood to become better prepared for the worst-case-scenario. Neighbors can share skills, equipment and other needed resources. If you don't have a disaster-prepared neighborhood group where you live—**START ONE!**

Jefferson County Emergency Management can connect you with experienced MYN leaders who can guide you through the simple processes to organize your neighborhood.

Contact Jefferson County Emergency Management (360-385-9368) to get materials and assistance with organizing your neighborhood.

- Contact your neighbors and work together by following the program.
- Define the number of households to be included.
- Develop a contact list that includes all members of each household particularly those with special needs and children.
- Every household should have a list of skills and resources their neighbors are prepared to provide. The list should include anyone with knowledge of First Aid, CPR; plumbing, carpentry and HAM radio operators, just to name a few.
- For each house on your map, indicate the location of the propane and water shut off valves and the main electrical panel.

- Identify a gathering site, a place easily accessed where neighbors can gather to begin assessing their neighbors needs.
- Identify a care center. This can be someone's home where support and medical care can be centered and where children and the elderly can congregate.



More about this program—

The Map Your Neighborhood (MYN) program was developed by LuAnn Johnson, PhD, a nationally recognized disaster expert from Washington State's Emergency Management Division.

The MYN program was awarded First Place honors from the International Association of Emergency Managers in their Public Awareness Award Division in 2009. In 2011, the MYN program was awarded the Individual and Community Preparedness Award for Innovative Training and Education Programs.

The program defines nine steps to take immediately following a disaster to secure your home and protect your neighborhood.

DISASTER-SPECIFIC PREPAREDNESS

Hazards most likely to occur in Jefferson County include (but are not limited to) earthquakes, floods, landslides, severe storms, tsunami/seiche and wildland fires.

To view the complete Threat & Hazard Identification & Risk Assessment (THIRA) for Jefferson County, log on to www.jeffcoec.org, click the Library tab and scroll down to # 207.

WILDLAND FIRES

Protecting your home:

- Regularly remove moss and needles from the roof and gutters.
- Clear vegetation and flammable materials from around propane tanks.
- Eliminate fuels to include firewood within 30' of any structure.
- Trim branches 10' off the ground for tall trees to reduce fuels that could spread fire.
- Maintain a defensible space around structures.
- Plan two escape routes from each room.
- If your clothes catch on fire, **STOP-DROP-ROLL** until fire is out.
- Develop a reunification plan where family members can meet after leaving the house.
- Have an evacuation plan. Learn the routes that will quickly take you out of danger.
- Make emergency plans for your pets and livestock.
- As soon as you learn of a potential wildfire threat, pre-load your car with emergency supplies and other valuables.

- If your clothes catch on fire, **STOP- DROP-ROLL** until fire is out.

WINDSTORMS/POWER OUTAGES

Before the storm arrives:

- If you have an electric garage door opener, locate the key to the door and the manual override.
- Make sure your generator is serviceable and that you have adequate fuel. Never use a generator or grill indoors or in a garage or carport.
- Know where your GRAB&GO kit is located and check supplies.
- Turn off all appliances when the power goes out. Unplug computers and televisions to protect them against power surges.

If the power goes out:

Keep refrigerator and freezer doors closed.

- Leave one light switch on to alert you when services are restored.
- Move away from windows or in a multi-story home, go to a lower floor.
- Monitor your portable radio for updates and instructions.
- The local Public Utility District may be able to give you an approximate time when power will be restored in your area. The phone number is 360-385-5800. You won't be the only one calling and it may take several attempts to get through.

If you are driving:

- Pull off the road away from trees and power poles.
- Do not park under an overpass.

How Power Gets Restored

Depending on the outage severity, it may take hours, days, or weeks for power to come back on. Restoration may be focused on power lines that serve the largest population, hospitals, emergency service agencies, shelters, nursing homes, community wells and other essential services.

Alternate Power Sources when the Electricity Goes Out!

Alternate energy sources can be easily obtained, very efficient and maintenance-free (like disposable batteries).

- **Disposable alkaline batteries:** Try to stay with or move toward commonly available battery types and sizes; AAA, AA, C or D. Unopened, these batteries have about a 7-year shelf-life. Specialized batteries will be hard to acquire in an emergency. Consider a AA battery 'power pack' for cell phones and other electronics.



- **Generators:** These include portable generators that are easily moved and generally 5,000 watts or less. (See safety tips on reverse side).

- **Power inverters:** An inverter converts direct current (DC) like a car battery or solar panel into alternate current (AC) voltage suited for household appliances. An **Automobile inverter** allows phones and other electronics to be re-charged in your car.



- **Solar:** Solar charged landscape lights can be brought into the house for lighting, and solar/AC 'power packs' are available for cell phones and other electronics.

Conserve Your Alternate Emergency Power

- Remove batteries when not in use.
- Store batteries in a cool dry place.
- Know what you must operate in an emergency to preserve life or food safety like oxygen concentrator, refrigerator and freezer.
- Consider running your generator only as necessary (cycling on and off) to conserve fuel.

- Pre-charge critical batteries for phones, back-up battery storage cells and invertors, check their charge on a regular schedule.
- In an emergency, turn off your cell phone except when you place a call. Limit texting or calling to emergency needs only. Set a pre-arranged time, once a day, to text or call family or out-of-area contact.

Know Appliance Power Usage to Make Informed Decisions

A crucial step in choosing a generator is knowing what you must run in an emergency and what you can live without. Below are average watt usages for standard household appliances.

Household appliance	Avg. wattage (double for appliance start-up)
Refrigerator	725
Freezer	600
Well pump (deep well)	700
Oxygen concentrator	120 to 500
Cell phone charger	5
TV (20-inch LCD)	65
TV (60-inch plasma)	340
Computer desktop (CPU & monitor)	125
Computer laptop	25
Light bulb	25 to 100

Power Guzzlers:

A general rule is **Do Not** operate appliances that 'heat-up' like an oven, dish washer, clothes dryer, hair drier, coffee pot, toaster, etc.

Household appliance	Avg. wattage (double for appliance start-up)
Water heater (electric)	5,000
Range	4,500
Toaster	1,100
Toaster oven	1,225
Coffee maker	1,050
Electric Skillet	1,000 to 1,500
Microwave oven	925

Consult with someone knowledgeable about generators or use the calculator (see link below), which provides an average wattage rating for most common electrical household appliances or devices.

http://www.consumerreports.org/cro/resources/images/video/wattage_calculator/wattage_calculator.html

This calculator will help you tally your needs. Remember, generators are intended to temporarily provide for your basic needs during an emergency.

Before an Outage, Do....

- **DO** consider buying a generator; learn what size fits your needs.
- **DO** install a generator per electrical code 702.6.
- **DO** register life-sustaining and medical equipment with your utility company.
- **DO** make sure you have a safe alternate heat source and supply of fuel.
- **DO** have light sticks, flashlights, battery-powered radio with extra batteries.
- **DO** learn how to open the garage door without power, if you own an electric garage door opener.

During an Outage, Do...

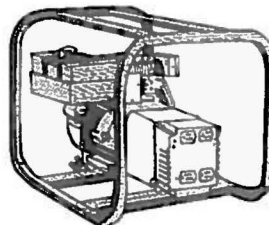
- **DO** stay away from downed power lines and sagging trees.
- If your house is the only one without power, **DO** check your fuse box or circuit panel.
- If power is out in your neighborhood, turn-off or unplug heat producing appliances to reduce the initial demand.
- **DO** notify your local utility of the power outage.
- **DO** unplug computers and other sensitive equipment to protect them from surges. Only run your computer if your generator is computer-rated for 'power quality'.
- **DO** turn off all lights, except one to alert you when power is back on.
- **DO** keep refrigerator and freezer doors closed.
- **NEVER** use gas ovens, gas ranges, barbecues or portable propane heaters indoors for heating – they use oxygen and create carbon monoxide that can cause suffocation.
- **NEVER** use candles, oil lamps or other flammable light sources. They are not an appropriate substitute for a flashlight.

After an Outage, Do...

- **DO** wait at least 15 minutes after the power comes back on before turning on other appliances; then turn 1 appliance on at a time.

Use a Generator Safely

- **Never** use a portable generator indoors, in a garage, carport, crawl space or other enclosed or partially enclosed areas, or near an open window – including the neighbors.
- **Never** plug a portable generator into an electrical outlet in the house. This power will 'backfeed' into the utility lines and could kill a utility worker.
- **Never** run a generator on maximum load, it could damage appliances and overheat the generator.
- **Never** refuel a running generator or a 'still-hot' engine because it could ignite the fuel.
- If you plan to use a generator, install a carbon monoxide detector.
- Determine the amount of power you will need to operate items that you plan to plug in to the generator.
- Follow the generator owner's instruction.
- Use heavy-duty extension cord, at least 12 gauge, outdoor rated and less than 100 feet long.
- Start the generator and let it run before plugging in your appliances.
- Let one appliance power up and stabilize before plugging in another. Note: an 800 watt refrigerator requires 1,600 watts at start-up.
- Store sufficient fuel in safe, protected containers. When you lose power, so do most nearby gasoline stations.
- Try to conserve fuel by using only necessary appliances and lights. Turn generator off over night.
- The key to long engine life is oil. During prolonged outages, change the oil according to owner's manual instructions.
- Unplug generator immediately when power comes back on.



EARTHQUAKES

If you are indoors:

- **DROP** to the ground; take **COVER** by getting under a sturdy table or other piece of furniture; and **HOLD ON** until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.
- Stay in bed if you are there when the earthquake strikes. Hold on and protect your head with a pillow, unless you are under a heavy light fixture, window or anything else that could fall. In that case, move to the nearest safe place (i.e. under a desk or in an inside corner).
- Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, load-bearing doorway. Brace yourself on the side with the hinges to avoid the door swinging at you.
- Stay inside until shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.
- **DO NOT** use the elevators, even if they are working. There may be aftershocks.
- If you're in an hotel room, stay there. Aftershocks may be worse than the original earthquake. Under a sturdy desk or in an inside corner of your room is the safest place to be even if



you are on the 40th floor. If there's a heavy bookcase next to a lightweight desk, **DO NOT** get under the desk.

If you are in a restaurant, get under the table.

If outdoors, stay there.

- Move away from buildings, streetlights, and utility wires.
- Once in the open, stay there until the shaking stops. The greatest danger exists directly outside buildings, alongside exterior walls. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

If in a moving vehicle

- Pull over to the side of the road and stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- **Note:** If you are driving when an earthquake begins, it may feel like there's something wrong with your car. Don't stop in the middle of the freeway if traffic is still moving around you. Slow down and put on your turn signal to get to the side of the road.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that might have been damaged by the earthquake.
- Be prepared for aftershocks.
 - Check everyone for injuries
 - Contact your out-of-area contact
 - Listen to your radio
 - Stay away from downed power lines
 - Check on neighbors; keep pets inside until damage is assessed

TSUNAMIS

The states in the U.S. at greatest risk for tsunamis are Hawaii, Alaska, Washington, Oregon, and California.

- **WARNING** initially based solely on seismic data, are issued as quickly as possible indicating that a significant inundation may occur.
 - **ADVISORY** indicates potential beach and harbor danger due to strong currents; significant widespread inundation is not expected.
 - **WATCH** indicates that a potentially dangerous distant event has occurred and to be alert for more information.
- A strong earthquake may generate a tsunami (Honshu, Japan, March, 2011).
 - The first wave is not always the biggest. Successive waves may be spaced minutes apart and continue to arrive for several hours.
 - Know the height of your street above sea level and the distance of your street from the coast or other high-risk waters.
 - Familiarize yourself with evacuation routes near your house.
 - The All Hazards Alert Broadcast (AHAB) sirens are intended to warn individuals on or near beaches of a possible tsunami.
 - A NOAA Alert Radio will provide alerts for those not close to the beach.

DEFINITIONS

tsunami: A Japanese term derived from the characters "tsu" meaning harbor and "nami" meaning wave. Now generally accepted by the international scientific community to describe a series of travelling waves in water produced by the displacement of the sea floor associated with submarine earthquakes, volcanic eruptions, or landslides.

seiche: A standing wave oscillating in a partially or fully enclosed body of water. May be initiated by long period seismic waves, wind and water waves, or a tsunami.

inundation area: An area that is flooded with water.

JEFFERSON COUNTY IS A TSUNAMIREADY COMMUNITY



**IN CASE OF EARTHQUAKE, GO TO
HIGH GROUND OR INLAND**



HEALTH EMERGENCIES

Preventing the spread of germs is key to remaining healthy. Use hand sanitizer or soap and water to keep your hands clean; cover your nose and mouth when sneezing or coughing. If you are sick, stay home.



- Jefferson County Public Health is involved in community-wide planning around potential emergency threats such as natural disasters, pandemic influenza, or bioterrorism.
- Staff at Jefferson County Public Health are specialists include: nurses, epidemiologists, sanitarians, hydrologists, dieticians, fisheries biologist, doctor and fiscal experts.
- Disaster-related public health impacts could include--but are not limited to--contaminated water, food supplies or airborne exposure to infectious diseases.

TIP

Keep prescription medications filled. Store at least 7-days worth in your GRAB&GO Kit.

Rotate meds regularly to keep them fresh.

Dealing with Human Remains After a Disaster

In the State of Washington, the coroner is the only person with jurisdiction over human remains.

In the event of a death during or after a disaster, notify the County Coroner by the most expeditious means possible, which may be through HAM Radio or by calling Jefferson County Emergency Management (360-385-9368) or 9-1-1.

In Jefferson County, the Prosecuting Attorney acts as the County Coroner and can be reached at 360-385-9180.

Follow the directions given by the Coroner if it is necessary to move the deceased.

To review Washington State rules on this topic, see State of Washington RCW 68.50.

BOATING & WATER SPORTS SAFETY TIPS

- Always check the tide and current tables before you leave. They can affect how your boat handles, fuel consumption and estimated time of arrival at destination.
- Extreme tides and currents occur during the full moon and new moon.
- Tide rips occur off prominent points and in narrow straits.
- Currents are particularly heavy off Deception Pass, Cape Flattery, Race Rocks, Dungeness Spit and Point Wilson.
- High and low tide times change by 50 minutes each day.

Shipping Lanes



- North of Port Townsend, four shipping lanes converge and 2-7 knot currents combine to make this a challenging area to navigate.
- More than 230,000 vessels navigate the shipping channels to include:

13,700 deep draft ships
2,300 oil tankers
31,000 tugs and tows
176,000 crossings by ferry boats

If you need help

- Cell phones cannot replace the VHF-FM Marine Radio for communication.
- If you only have a cell phone and need help, call the US Coast Guard:

South of Everett: 206-217-6001
North of Everett or closer to Port
Angeles: 360-417-5840

Marine Radio Channel Locations

5A Strait of Juan de Fuca & San Juan Islands (Primary VTS frequency)

9 Alternate hailing channel

11 Vancouver, B.C., Strait of Georgia, Boundary Pass, Haro Strait & approaches to Victoria (primary VTS frequency)

13 Vessel Bridge to Vessel Bridge (secondary VTS frequency)

14 Southern Puget Sound (Primary VTS frequency)

16 International Distress & calling (not monitored by VTS participants)

74 West of Vancouver Island (Primary VTS frequency)

OUT-OF-AREA Contacts

After a disaster, local phone service will likely be disrupted due to a high volume of calls.

If phone lines are still functional, long distance service could be available.

As part of your disaster planning, select a friend or relative who lives at least 100 miles away and ask that person to be your family's out-of-area contact person.

When separated from family, instruct all members of your household to contact that person to report in and check on the status of other family members.

Text messaging on your cell phone is another alternative. Keep messages short.

Consider selecting one time per day (not on the hour) to send updates to your contact person.

Turn cell phone off between text messages to conserve battery.

Copy and complete an Out-of-Area Contact Person card for each member of your family to carry with them.

DID YOU KNOW...

You should keep a phone that does not require electricity. Cordless phones use electricity. If the power is out, they will not work.

OUT OF AREA CONTACT	
Name:	_____
Phone	_____
No.:	_____
Cell	_____
No.:	_____

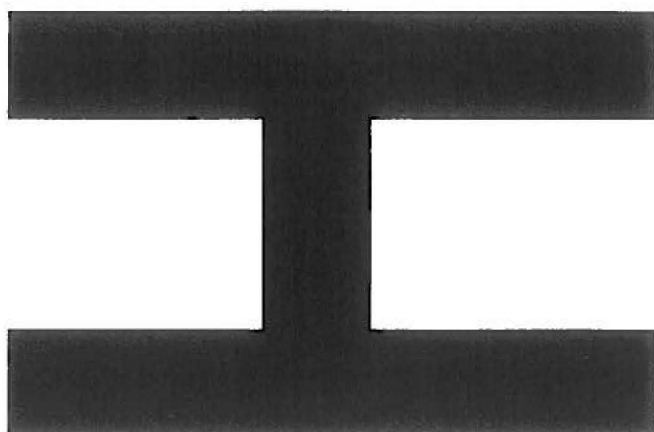
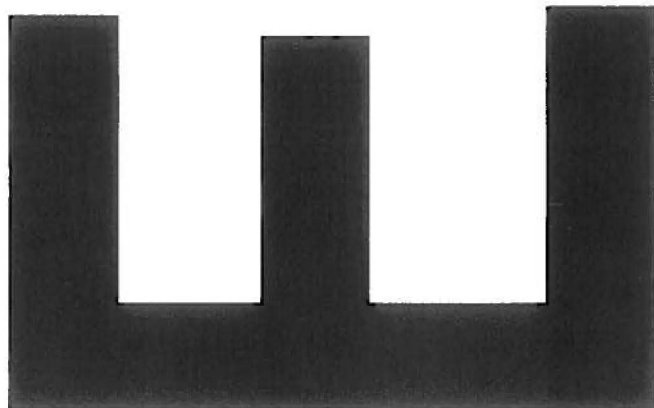
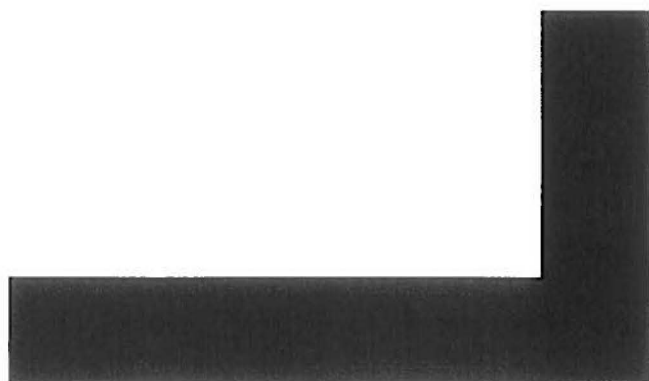
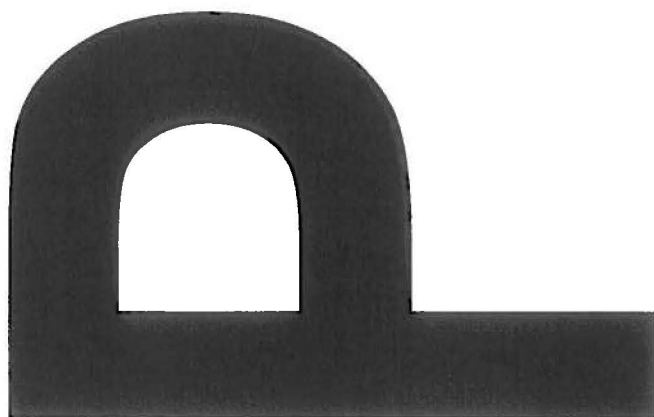
OUT OF AREA CONTACT	
Name:	_____
Phone	_____
No.:	_____
Cell	_____
No.:	_____

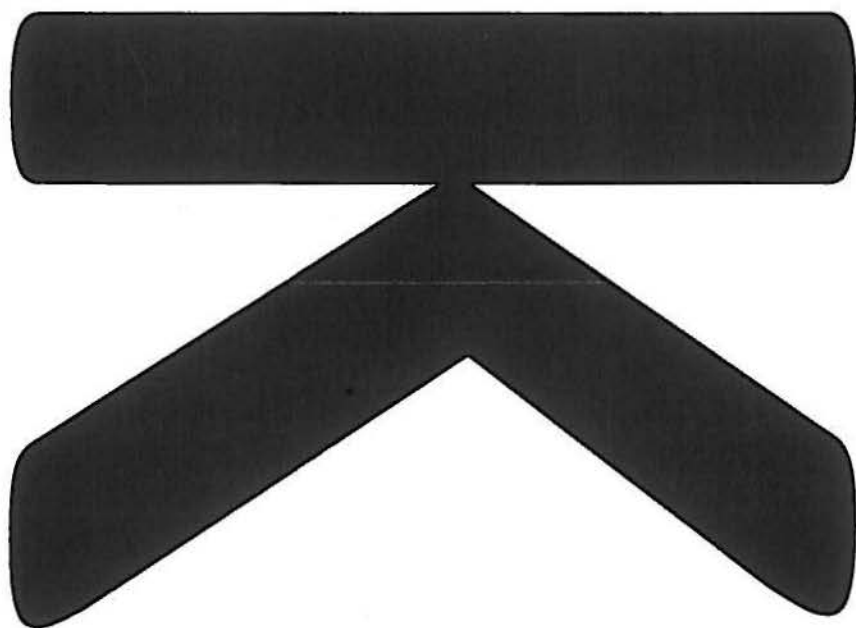
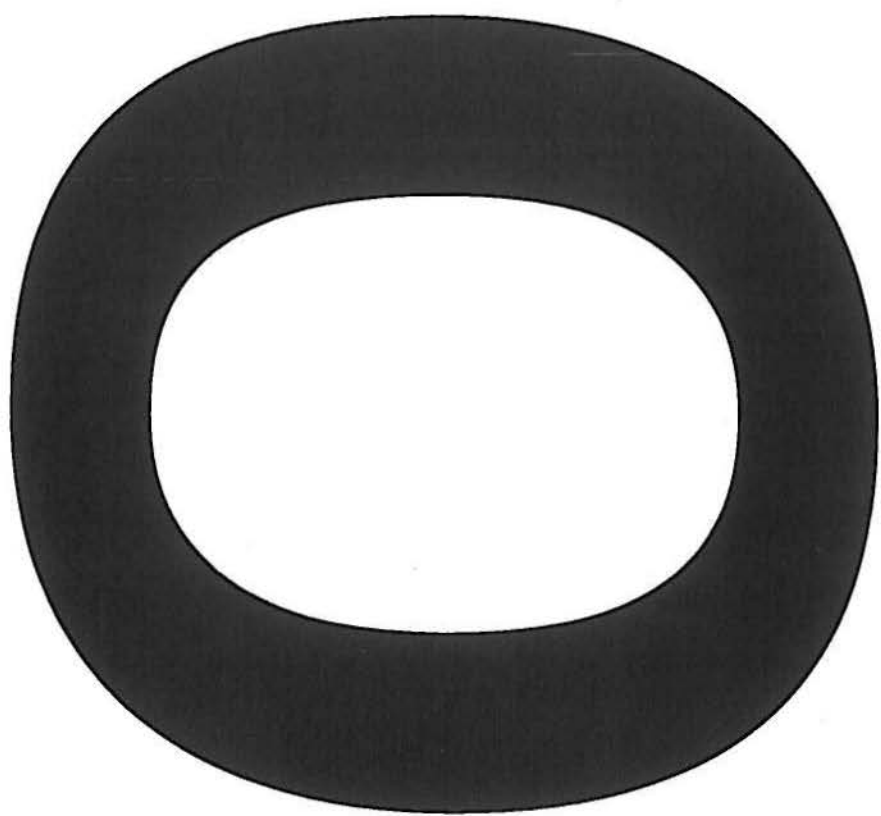
OUT OF AREA CONTACT	
Name:	_____
Phone	_____
No.:	_____
Cell	_____
No.:	_____

OUT OF AREA CONTACT	
Name:	_____
Phone	_____
No.:	_____
Cell	_____
No.:	_____

NOTES:

This image shows a single page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be from a notebook or a standard ruled sheet of paper. There is no handwriting or other markings on the page.





THINK. PLAN. DO! REPEAT

You've just crawled out from under the table after an earthquake. The items in your office or home are in disarray. **NOW WHAT?**

- Do you have a supply of non-perishable food?
- Do you have extra water set aside?
- Can you contact all family members who are in other locations?
- Do you know where your extra blankets or sleeping bags are?
- Got batteries?

The aforementioned items might not be all you will need to have to see you through an emergency situation. **THINK** about it. What will you and your family need to maintain some semblance of comfort until the situation dissipates?

If you are looking for a good dinner table conversation topic, talk with your family and develop a **PLAN** that works for all family members in adverse situations.

Some things to consider:

- Develop a plan that allows you to contact one another and/or meet in a specific location.
- Choose an out-of-area contact that family members can call in case the local landlines or cell towers are overloaded during the emergency. Text messages can usually get through before a phone call will.

- Talk to your neighbors. Perhaps one of you can pick up several kids at the local school or sporting event. This will save time, fuel, and help to cut down on the traffic volume created by numerous families out on the road to pick up one person.
- Make sure all family members know where the non-perishable food supplies, extra water, flashlights, blankets, etc. are all stored.
- Personalize your family plan. Make it work for your specific needs.
- Don't forget to plan for your pets.

NOW... DO ONE thing!

- Set aside some water...one gallon per person per day. Liter-size pop bottles work well.
- Use coupons that offer 2-for-1 to assist in supplying your emergency food stuffs.
- Decide on a family meeting place
- Choose an out-of-the-area contact person
- Locate extra blankets or sleeping bags
- Place flashlights and extra batteries in a common place in your home
- Purchase a NOAA Alert Radio and extra batteries
- **SIGN UP FOR NIXLE ALERTS**
(see back cover)

**IT COULD TAKE SEVERAL
DAYS FOR HELP TO ARRIVE
IF THE EMERGENCY IS
WIDESPREAD.**

**Take care of yourself and
your family.**

**IN AN EMERGENCY YOU NEED TO BE
INSTANTLY INFORMED**

SIGN UP NOW FOR LOCAL TEXT MESSAGE ALERTS

- > Severe weather**
- > Tsunami warnings**
- > Major traffic closures**
- > Other local emergencies**



Log on to www.jeffcoeoc.org (click on the phone icon) to subscribe to free text alerts and e-mails about emergencies affecting Jefferson County as they happen.

Emergency information received instantly on any text-enabled device or e-mail. (Your text rates may apply). This service is provided to Jefferson County by NIXLE.

**For more information contact:
Jefferson County Dept. of Emergency Management
360.385.9368 - jcdem@co.jefferson.wa.us**

^a supplement to "Think, Plan, DO! Repeat.
Emergency preparedness FAIR,
Chimicum, Jefferson County, WA.

The All County Picnic is produced in partnership between

thunderbullproductions.com

Preparedness, Resiliency and Family Fun

Sunday - August 19th - 11AM-4PM

HJ Carroll Park - Jefferson County, WA

The All County Picnic motivates east Jefferson County residents to develop resiliency through fostering community and raising awareness about local emergency resources. The Picnic is a chance to shake hands with local emergency management, first responders, community leaders and elected officials, eat (free!) corn on the cob with your neighbors and learn about the resources that exist to serve you and your community. Featuring live music, food vendors, group games, information booths, speakers and demonstrations, kids' activities and, yes, free corn on the cob, this celebration is as fun as it is informing.

Local 20/20 and Jefferson County's Department of Emergency Management (JCDEM). The JCDEM holds the event out as a model for other EM organizations across the state.

Many Booths were set-up. i.e. - P.U.D., LED
light bulbs give away. Info on solar and wind
energy options for your back yard/house.

Food Booths.

Emergency Responder Demonstrations.

Live music.

maybe we can do this in Anacortes as well (maybe at stormik park.
(without the classic cars))

Thanks,

John Morgan. Email: JJM32016@gmail.com.

Upper Pavilion Presentations

11:30 a.m. "Hour 48 Post Disaster" Forum

Imagine we are 48 hours into a massive Cascadia Subduction Zone earthquake! BOOM! A forum of elected officials, first responders and neighborhood volunteers gather to discuss their transition from addressing immediate needs and collecting information to sharing agency specific responsibilities and strengths. Participating agencies will include the Jefferson County Department of Emergency Management, East Jefferson Fire and Rescue, Jefferson County Sheriff, Port Townsend Police Department, PUD, HAM, Jefferson Healthcare, NPREP, Public Works and the Navy. The forum will be moderated by Bill Beezley, the Public Information Officer with East Jefferson Fire & Rescue. Following the presentation there will be 15 minutes for Q & A. and then 30 minutes to mingle with the presenters.

1:00 Earthquake Relay

Back by popular demand the "Earthquake Relay," which will engage community members in a variety of tasks--include shucking 500 ears of fresh corn, hauling water and assembling a community resources puzzle--in an effort to simulate a collaborative community response in the event of an emergency. Led by local magic maker and owner of Spark Interaction, Leif Hansen, this fun, interactive relay begins at 1:00 p.m.

2:00 p.m. Chimacum School/Community Preparedness

Chimacum school and community members will share how the schools and neighborhood are joining forces to prepare for both man-made and natural disasters. In light of recent school violence across the nation and the natural disasters we are faced with which seem constant and are making plans to respond to all types of emergencies. This presentation provides a fantastic opportunity to both learn about existing efforts and engage in ongoing collaborations, trainings and conversation.

3:00 p.m. The Shredder - Plastic shredding machine demo

Roark Jennings and Andrew Eisenberg will demonstrate their newly created plastic shredding machine, "The Shredder". The shredder is the 1st of 3 machines needed to turn our plastic waste into usable products or materials. The intention is to design small scale, decentralized solutions that would allow for re-use of plastic locally rather than shipping it off to a landfill or recycling plant across the world. "We think of it as damage control for our indulgent and excessive lifestyles." shares Roark Jennings. Learn more at 3:00 in the Upper Pavilion.

All Day - Meet your political candidates

As this is an election year, the Picnic is providing at "Candidates Booth" where local political candidates can share their perspectives on community resilience and emergency preparedness. This is a great opportunity to have one-on-one conversations with emerging leaders.

Event schedule:

Main Stage

- 11:00 - Opening Ceremony
- 11:15 - Sunfield Quartet - Stars of Tomorrow Winners
- 11:45 - Noah Frisch Didgeridoo
- 1:00 - Emergency Preparedness Group Activity with Leif Hansen
- 1:30 - Anika Pearl
- 2:30 - Caribe Steel Band

Upper Pavilion

- 11:15 - Free Coffee and Donuts
- 11:30 - Hour 48 Post Disaster Forum
- 2:00 - Chimacum School/Community Preparedness Presentation
- 3:00 -The Shredder - Plastic shredding machine demo
- 3:30 - Native plant demonstration tour

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



Anacortes City Council

**Municipal Building Council Chambers
904 Sixth Street**

**August 20, 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
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Continue on back of sheet as needed

City Council Minutes – August 13, 2018

At 6:00 p.m. Mayor Laurie Gere called to order the regular Anacortes City Council meeting of August 13, 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

Planning Committee: Mr. McDougall reported from the committee meeting earlier in the evening. He said Planning Director Don Measamer reviewed the city's 2010 affordable housing program providing tax incentives for Central Business District developments offering a percentage of affordable housing units. Mr. McDougall explained that the program sunset in 2015 without being used but that a similar program was currently successful in Bellingham. He said the committee planned to explore reinstating and potentially expanding the program beyond the CBD in conjunction with the revised development regulations.

Mayor Gere reported from the 19th annual Ready to Learn fair held at the Middle School the prior weekend and thanked the generous sponsors and volunteers who made the event possible.

Mayor Gere reported that Shell Oil celebrated its 60th anniversary with a picnic at the refinery the prior Saturday.

Mayor Gere reported that the community met at the Heart of Anacortes the prior Sunday to welcome home Liz Jenkins from her 4200-mile bike ride across the United States which raised several thousand dollars for the United Way program Cutting Hunger on Weekends (CHOW).

Ms. Lovelett reported from the Skagit Population Health Trust meeting earlier in the month at which the group discussed the Trust's white paper examining the effect of housing instability and unavailability on public health. She offered to provide copies of the white paper to interested colleagues.

Mr. Walters thanked community members who found and returned his lost bike bag intact the prior Monday.

Mr. Walters recalled that 15 years prior the Space Shuttle Columbia exploded with Anacortes astronaut Willy McCool aboard. He invited the public to attend a ceremony at the new Anacortes High School at 4:00 p.m. on September 20, 2018 dedicating a plaque recognizing Mr. McCool's dedication to science and education.

Mayor Gere announced budget season had begun and that she would be meeting with each department to build the 2019-2020 biennial budget which would be presented to City Council in October and targeted for adoption in November.

Public Comment

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

Consent Agenda

Mr. Adams removed Item 5c, Contract Award: Chlorine Conversion Project Chemical Metering & Transfer Pumps 18-036-WTR-003, from the Consent Agenda.

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

- a. Minutes of August 6, 2018
- b. Approval of Claims in the amount of: \$347,238.01
- d. Contract Award: Phase 3 Fiber Materials 14-056-IDS-009
- e. Interlocal #232 with NoaNet Modification 03: Fiber Optics Project

The following vouchers/checks were approved for payment:
 EFT numbers: 90204 through 90238, total \$58,614.55
 Check numbers: 90239 through 90267, total \$226,095.86
 Wire transfer numbers: 235880 through 236553, total \$3,124.81

- c. Contract Award: Chlorine Conversion Project Chemical Metering & Transfer Pumps 18-036-WTR-003

Mr. Adams requested more information about the bidding sequence reported in the agenda bill for this contract. Water System Manager Jeff Marrs explained that after the first bid opening, for which exactly one bid was received, from Watson Marlow, conflicting language in the specifications needed to be clarified. The competitive bidding process used required the city to reject all bids to revised that language. Mr. Marrs said that the range of potential bidders for the very specialized equipment was extremely limited and that Watson Marlow did not submit a bid timely for the second bid opening, hence no bids were received. Following the second bid opening, per RCW 35.23.352(1) the city solicited and received a quote from Watson Marlow that was in line with the engineer's estimate for the project which resulted in the proposed contract. Mr. Adams thanked staff for pursuing the best value for the ratepayers. Mr. Adams moved, seconded by Mr. Johnson, to award the contract for the chlorine conversion project as presented. The motion carried unanimously by voice vote.

OTHER BUSINESS

Honor Retired Fire Chief Richard Curtis

Mayor Gere read a proclamation lauding Richard Curtis for his 22 years of service to the Anacortes Fire Department, the community and to emergency management county wide. On behalf of the Council she conferred upon Fire Chief Richard Curtis its highest commendation for the manner in which he performed his duties as a member of the City of Anacortes Fire Department, with special thanks for his public service to the community and kindness to members of the public. Chief Curtis received an ovation from the audience.

Richard Rodriguez of the Skagit Amateur Radio Emergency Communications Club (SARCC) presented Chief Curtis with a gift from the club in appreciation for his work on emergency preparedness.

Mayor Gere presented the chief with an inscribed fire axe from the Council, the fire department and the citizenry.

Interim Chief Jack Kennedy and Division Chief Nick Walsh saluted Chief Curtis as Skagit 911 dispatch toned the chief for his last call after 22 years of service to Anacortes and Fidalgo Island.

Mayor Gere invited the audience to join Council in chambers for cake and coffee with Chief Curtis after the meeting.

There being no further business, at approximately 6:20 p.m. the Anacortes City Council meeting of August 13, 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 August 20, 2018 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236635	3/21/2018	WAANA100616	FASTENAL COMPANY	CHANNEL NUTS	\$185.70
236733	4/2/2018	18-178	STORM LAKE GROWERS, INC.	ALDER TREES	\$177.71
236796	5/31/2018	1055	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - MAY 2018	\$938.47
236629	6/11/2018	WAANA104705	FASTENAL COMPANY	CHANNEL NUTS	\$186.00
236842	6/26/2018	35634969	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$12.51
236843	6/26/2018	35634972	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$13.89
236236	6/30/2018	163	FIRE SERVICE REPAIR LLC	FOAM SYSTEM FOR VEH #220	\$2,893.12
236457	7/10/2018	182188429	GOOD TO GO!	NW TO RECRUIT ACADEMY	\$12.00
236853	7/10/2018	35411442	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$172.37
236854	7/10/2018	35411441	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$77.47
236453	7/11/2018	106	IAFF LOCAL 2694	PRIDE & OWNERSHIP SEMINAR	\$50.00
236461	7/12/2018	206819	SEAWESTERN, INC.	2 PAIRS BUNKER BOOTS	\$811.04
236462	7/18/2018	1990805810	ARAMARK	MAT SERVICE 29-3: 7/18	\$21.70
236837	7/18/2018	154 700 0000 9	CASCADE NATURAL GAS CORP.	LIBRARY 6/19 - 7/18/18	\$28.89
236730	7/19/2018	169 400 0000 9	CASCADE NATURAL GAS CORP.	STA 2: 6/19 - 7/18	\$19.43
236530	7/20/2018	867580	LIFE ASSIST, INC	SUCTION HANDLE, 2 CASES EXAM GLOVES	\$279.39
236460	7/20/2018	207006	SEAWESTERN, INC.	BUNKER GEAR: 4 VOL + SWANSON	\$11,418.11
236830	7/23/2018	64224	ASSOCIATION OF WASHINGTON	WAPELRA FALL CONFERENCE, MEMBER REGISTRATION FOR E SCHUH	\$160.00
235760	7/23/2018	765084	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE 12.5% SOLUTION	\$4,157.11
236442	7/23/2018	17561	SEASIDE AUTO BODY	REPAIRS- VEH #175	\$1,404.75
236807	7/24/2018	18443.03 - 1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES - CALWEST 20-UNIT	\$805.03
236826	7/24/2018	S20181869	SUPERIOR SYSTEMS, INC	CLAMP MODIFICATION	\$203.98
236420	7/25/2018	21311	ECONOWASH LAUNDRY & DRY	JULY LAUNDRY	\$1,191.33
236573	7/25/2018	323630	FRONTIER BUILDING SUPPLY	SANDING BELTS	\$16.23
236838	7/26/2018	35634970	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$14.28
236840	7/26/2018	35634971	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$17.25
236841	7/26/2018	35634973	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$15.01
236844	7/26/2018	35634974	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$505.03
236845	7/26/2018	35634976	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$141.18
236846	7/26/2018	35634975	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$36.46
236852	7/26/2018	35634968	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$19.97
236506	7/26/2018	93178	JWC ENVIRONMENTAL, INC	GRINDER FOR PUMP STATION	\$11,905.71
236502	7/26/2018	126456	PACIFIC TIRE COMPANY, INC	TIRES- VEH #511 & SHOP STOCK	\$1,871.94

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236815	7/26/2018	4057778	STOEL RIVES LLP	PROFESSIONAL SERVICES	\$1,284.00
236814	7/27/2018	3339131	DAILY JOURNAL OF COMMERCE	LEGAL PUBLISHING - CHEMICAL BIDS 18-118-IDS	\$59.80
236818	7/27/2018	3339130	DAILY JOURNAL OF COMMERCE	LEGAL NOTICE - FIBER BUILD MATERIALS CBD 14-056-IDS-010	\$71.30
236819	7/27/2018	339129	DAILY JOURNAL OF COMMERCE	LEGAL NOTICE - FIBER BUILD MATERIALS - PHASE 3 - 14-056-IDS-009	\$64.40
236849	7/27/2018	35652298	INGRAM LIBRARY SERVICES, LLC	BOOKS - YS	\$585.36
236850	7/27/2018	35652297	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$726.31
236448	7/28/2018	3602939063	FRONTIER COMMUNICATIONS	STA 3 PHONE, FAX, DSL: 7/28 - 8/27	\$74.89
236798	7/28/2018	5386-5	SHERWIN WILLIAMS	PAINT	\$952.70
236529	7/30/2018	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS (6/1 TO 6/29/18)	\$17,037.33
236431	7/31/2018	010429368	GALLS, LLC.	UNIFORM BOOTS; CORP MICHAEL	\$130.19
236680	7/31/2018	140057	INFOSEND, INC.	UB STATEMENTS PROCESSING JULY 2018	\$3,560.84
236684	7/31/2018	3091574141	LEXISNEXIS	ON-LINE LEGAL SUBSCRIPTION JULY 2018	\$322.25
236813	7/31/2018	IN928364	NOANET	FIBER NETWORK SUPPORT - TRAVEL JULY 2018	\$984.00
236824	7/31/2018	28577	REICHHARDT & EBE ENGINEERING	SHIP HARBOR & SR20 INTERSECTION - 6/25/18-7/13/18	\$11,487.42
236459	7/31/2018	207176	SEAWESTERN, INC.	COMPRESSOR AIR ANALYSIS	\$106.00
236831	7/31/2018	545401994	SIGMA-ALDRICH, INC.	PT SAMPLE PH	\$68.69
236797	7/31/2018	1080	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - JULY 2018	\$965.12
236829	7/31/2018	732493.734821	SKAGIT COUNTY SOLID WASTE FUND	DUMP RUN WTP 7/20/18, 7/25/18	\$28.44
236671	7/31/2018	233717	SKAGIT PUBLISHING LLC	ADVERTISEMENT FOR NATIONAL NIGHT OUT	\$180.20
236827	7/31/2018	114-7144441	UNITED SITE SERVICES, INC	2100 PENNSYLVANIA AVE PORTA-POTTIE RENTAL JULY	\$139.60
236625	7/31/2018	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 7/1/2018 - 7/31/2018	\$143.00
236777	8/1/2018	239938	ANACORTES ANIMAL HOSPITAL	BOARD & DISTRAINER; JULY 2018	\$611.70
236463	8/1/2018	1990826369	ARAMARK	STA 3 MAT SERVICE: 8/1	\$21.70
236436	8/1/2018	3602930045	FRONTIER COMMUNICATIONS	BACK-UP LINES 29-1: AUGUST	\$146.54
236785	8/1/2018	11071694	HACH COMPANY	FLUORIDE STANDARD	\$459.09
236466	8/1/2018	1016	MIN-NS	AUGUST SUBSCRIPTION	\$130.20
236428	8/1/2018	5054060023	RICOH USA, INC	S/N C86146548 APD PATROL OFFICE (5/1/18-7/31/18)	\$132.89
236429	8/1/2018	5054060076	RICOH USA, INC	S/N C86138599 APD FRONT OFFICE COPIES (7/1/18-7/31/18)	\$32.31
236839	8/1/2018	545412314	SIGMA-ALDRICH, INC.	RETURNED ITEMS	(\$184.25)
236464	8/2/2018	1990828417	ARAMARK	STA 2 MAT SERVICE: 8/2	\$21.70
236465	8/2/2018	1990828418	ARAMARK	STA 1 MAT SERVICE: 8/2	\$21.70
236735	8/2/2018	4900/0100127129/2019	DEPARTMENT OF NATURAL	C2000087715 MITIGATION	\$3,967.74
236708	8/2/2018	010448683	GALLS, LLC.	UNIFORM BOOTS; OFC LELAND	\$184.45
236710	8/2/2018	AFD 18	ISLAND HOSPITAL	JULY AMBULANCE SUPPLIES	\$1,753.57

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236744	8/2/2018	2465122	STRYKER SALES CORPORATION	INSTALLATION OF UPGRADE FOR GURNEYS ON MED 12 & 18	\$672.70
236784	8/2/2018	1239538	SURETY PEST CONTROL	OPS- MONTHLY PEST MAINTENANCE	\$65.10
236367	8/3/2018	59059/2	H.B. JAEGER	COMPRESSION COUPLINGS	\$2,242.20
236834	8/3/2018	18000466 RI 05700	I. KRUGER INC	GLAND LOCATING RING	\$577.80
236822	8/3/2018	7586	MACLEOD RECKORD PLLC	GUEMES TRAIL DESIGN - PHASE 2: JULY 2018	\$4,572.24
236370	8/3/2018	MV195431	MOTOR TRUCKS, INC	PARTS- VEH #510	\$1,288.11
236575	8/4/2018	58571	LAKE SIDE INDUSTRIES, INC.	5/8 & 3/4 ROCK FOR STREET REPAIRS	\$140.06
236432	8/4/2018	00005W5A83318	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK END 8-4-18	\$14.51
236668	8/4/2018	15117847	WASHINGTON STATE DEPARTMENT	SIT STAND WORK STATION	\$54.45
236800	8/5/2018	144354	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED	\$45.09
236806	8/6/2018	184171-2	BIRCH EQUIPMENT CO., INC	BOOM LIFT RENTAL	\$810.90
236788	8/6/2018	11078097	HACH COMPANY	TURBIDITY STANDARDS X 4	\$630.18
236709	8/6/2018	870108	LIFE ASSIST, INC	ASSORTED EXAM GLOVES, SITE DRESSING	\$704.17
236528	8/6/2018	2795	NW CLEANERS	LTAC HEART RESTROOM CLEAN CONTRACT	\$550.00
236682	8/6/2018	001-409969	PISTON SERVICE OF ANACORTES	HOSE CLAMP- VEH #510	\$8.56
236832	8/6/2018	545454934	SIGMA-ALDRICH, INC.	PT SAMPLE RESIDUAL CHLORINE	\$61.77
236458	8/6/2018	000099E018328	UNITED PARCEL SERVICE, INC	SHIPMENT TO ELECTRO CHEMICAL DEVICES	\$52.38
236669	8/6/2018	16144065	WASHINGTON STATE DEPARTMENT	PATROL SUPPLIES; BANDAGE KITS	\$75.00
236739	8/7/2018	9500423751	ARROW INTERNATIONAL, INC.	BOX OF 25 MM EZ-IO NEEDLES	\$562.50
236703	8/7/2018	3409447	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$30.25
236705	8/7/2018	3409450	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$13.09
236577	8/7/2018	101	HEART OF ANACORTES, LLC	SUMMER CONCERT SERIES 2017	\$4,000.00
236847	8/7/2018	35803052	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$54.65
236848	8/7/2018	35803054	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$724.26
236579	8/7/2018	MV195596	MOTOR TRUCKS, INC	DIAGNOSTIC SOFTWARE- SHOP	\$553.46
236574	8/7/2018	126877	PACIFIC TIRE COMPANY, INC	TIRES FOR STOCK & TRUCK #510	\$2,558.35
236677	8/7/2018	001-410067	PISTON SERVICE OF ANACORTES	HYDRAULIC HOSES- VEH #704	\$54.70
236783	8/7/2018	001-410057	PISTON SERVICE OF ANACORTES	OIL FILTERS TO STOCK SHOP	\$313.14
236706	8/7/2018	220013297498	PUGET SOUND ENERGY INC	CASINO DR UNDER TWIN BRIDGES: 7/7 - 8/6/18	\$72.22
236507	8/7/2018	0132086-IN	PUMPTECH, INC	HYDROMATIC PUMP	\$3,049.81
236833	8/7/2018	545462107	SIGMA-ALDRICH, INC.	PT SAMPLE TURBIDITY WTP	\$69.72
236737	8/8/2018	82948812	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	\$106.96
236576	8/8/2018	190-1840-00	CITY OF ANACORTES	UTILITY BILLING	\$4,530.88
236795	8/8/2018	WABUR203755	FASTENAL COMPANY	FLANGE NUT X 6	\$0.91
236817	8/8/2018	11082578	HACH COMPANY	PH ELECTRODE	\$217.70
236779	8/8/2018	9602	KRIEG CONSTRUCTION, INC	3/8" HMA FOR STREET DEPT	\$1,713.17
236724	8/8/2018	126943	PACIFIC TIRE COMPANY, INC	TIRES- SHOP STOCK	\$2,899.85
236578	8/8/2018	001-410232	PISTON SERVICE OF ANACORTES	7 WAY BRACKET- VEH #131	\$5.01

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236732	8/8/2018	1120039	SKAGIT PUBLISHING LLC	PUBLISH AA-1796623	\$97.44
236820	8/8/2018	331 0417576	UNIFIRST CORPORATION	WTP WEEKLY LAUNDRY SERVICE	\$49.52
236622	8/8/2018	119000147	WASHINGTON STATE PATROL	BACKGROUND CHECKS	\$48.00
236670	8/8/2018	119000648	WASHINGTON STATE PATROL	BACKGROUND CHECKS; JULY 2018	\$168.00
236780	8/9/2018	300-10044986	ALL BATTERY SALES & SERVICE	ALL SEASON MIXED WINDSHIELD WIPER	\$155.72
236633	8/9/2018	RefundBates	BATES, KYLE	REFUND OF FIREWOOD PAYMENT	\$10.00
236580	8/9/2018	778287	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES - PUB DEF, BLDG, FIN	\$49.88
236582	8/9/2018	778348	BAYSHORE OFFICE PRODUCTS INC	OPERATING SUPPLIES - BLDG	\$12.29
236583	8/9/2018	778360	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES - FIN & BUILDING	\$24.24
236624	8/9/2018	118352	BELLINGHAM SIGNS	MADRONA GROVE SCULPTURE ARTIST SIGN	\$15.74
236631	8/9/2018	RefundChildens	CHILDENS, TIM	CAMPGROUND ALREADY FULL	\$21.00
236626	8/9/2018	cpls	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; JULY 2018	\$345.00
236634	8/9/2018	WAANA100905	FASTENAL COMPANY	DRILL BIT	\$17.36
236636	8/9/2018	WAANA104397	FASTENAL COMPANY	RETURN OF PARTS	(\$293.76)
236630	8/9/2018	RefundHane	HANE, JON	DOUBLE PAYMENT AT WASH. PARK	\$21.00
236584	8/9/2018	9669	HOW IT WORKS, INC	FOREST LAND MAPS - RESALE ITEM	\$1,879.50
236727	8/9/2018	1-SG-10966	IMAGE360	WINDOW TINT- VEH #029	\$197.14
236619	8/9/2018	56785	LAKE SIDE INDUSTRIES, INC.	CRUSHED ROCK FOR WASH. PARK	\$90.22
236618	8/9/2018	9394	PACIFIC NORTHWEST FIREWOOD	WASHINGTON PARK FIREWOOD - RESALE ITEM	\$1,332.00
236676	8/9/2018	001-410301	PISTON SERVICE OF ANACORTES	PARTS- VEH #202	\$23.46
236681	8/9/2018	001-410302	PISTON SERVICE OF ANACORTES	OIL FILTER- PARTS STOCK	\$9.58
236793	8/9/2018	300000305007	PUGET SOUND ENERGY INC	METERS, VAULTS & STREET LIGHTS: 6/30-7/31/18	\$416.37
236632	8/9/2018	RefundSchiller	SCHILLER, CASSIE	REFUND - FIREWOOD PURCHASE	\$10.00
236627	8/9/2018	RefundSilber	SILBER, ANDY	BOAT TROUBLE/EARLY RETURN	\$17.00
236740	8/9/2018	88335	SKAGIT RIVER STEEL &	SOCCER GOAL SUPPLIES	\$62.72
236620	8/9/2018	113204	WALTON BEVERAGE COMPANY, INC	CITY HALL-EMPLOYEE BREAK ROOM SUPPLIES	\$175.00
236628	8/9/2018	113203	WALTON BEVERAGE COMPANY, INC	WWTP-BREAKROOM SUPPLIES	\$52.50
236672	8/9/2018	113205	WALTON BEVERAGE COMPANY, INC	OPS- BREAKROOM SUPPLIES	\$87.50
236715	8/9/2018	113202	WALTON BEVERAGE COMPANY, INC	AFD-BREAKROOM SUPPLIES	\$87.50
236585	8/9/2018	119000146	WASHINGTON STATE PATROL	BACKGROUND CHECKS - RECREATION	\$48.00
236804	8/10/2018	B33619	ACE HARDWARE	FUEL	\$25.37
236816	8/10/2018	3267	COASTAL FARM &	GLOVES, BELT	\$66.06
236725	8/10/2018	8493 30 017 0490698	COMCAST	CITY HALL INTERNET CONNECTION 8/20-9/19/18	\$186.12
236726	8/10/2018	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 8/19-9/18/18	\$229.81
236711	8/10/2018	109485	ELECTRONIC BUSINESS MACHINES	COPIER CHARGES: 5/12 - 8/11	\$91.55
236673	8/10/2018	080618	FIDALGO CLEANING	CLEANING & SUPPLIES	\$700.00
236717	8/10/2018	127066	PACIFIC TIRE COMPANY, INC	WHEEL- VEH #514	\$132.91

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236719	8/10/2018	127065	PACIFIC TIRE COMPANY, INC	TIRE ROTATE- VEH #512	\$173.60
236720	8/10/2018	127064	PACIFIC TIRE COMPANY, INC	TIRE ROTATE- VEH #601	\$86.80
236721	8/10/2018	127063	PACIFIC TIRE COMPANY, INC	TIRE- STOCK, ROTATE- VEH #510	\$688.03
236722	8/10/2018	127061	PACIFIC TIRE COMPANY, INC	TIRE ROTATE- VEH #514	\$62.93
236723	8/10/2018	127062	PACIFIC TIRE COMPANY, INC	TIRE ROTATE- 511	\$36.89
236675	8/10/2018	PettyCashIngram	PETTY CASH FUND	REIMBURSE PETTY CASH FUND; OFFICE SUPPLIES	\$60.06
236678	8/10/2018	PettyCashKnapp	PETTY CASH FUND	REIMBURSE FOR JULY PETTY CASH KERI	\$129.00
236679	8/10/2018	PettyCashBray	PETTY CASH FUND	WASHING PARK CAMPING FEES REFUNDED	\$34.00
236787	8/10/2018	59337	PETTY CASH FUND	BOOK PURCHASE	\$4.97
236683	8/10/2018	001-409574	PISTON SERVICE OF ANACORTES	RETURN ITEMS- SWIVEL JACK #11903	(\$72.39)
236781	8/10/2018	001-410429	PISTON SERVICE OF ANACORTES	WIDE BELT FOR #13-914	\$107.37
236782	8/10/2018	001-410387	PISTON SERVICE OF ANACORTES	SPARK PLUGS FOR #158	\$62.58
236729	8/10/2018	0564396-IN	REISNER DISTRIBUTOR INC	GREASE- SHOP STOCK	\$127.35
236823	8/10/2018	1181689	SIGNATURE FORMS, INC	OPERATING SUPPLIES - FINANCE	\$58.16
236776	8/10/2018	13-01	SKAGIT COUNTY CISM TEAM	ANNUAL RETAINER; SKAGIT CO CISM TEAM	\$500.00
236713	8/10/2018	2715	SKAGIT COUNTY SHERIFF'S OFFICE	NW MINI CHAIN; 2ND QTR 2018	\$2,277.23
236773	8/11/2018	8498 30 017 0464628	COMCAST	WA PARK INTERNET 8/21-9/20/18	\$106.12
236707	8/11/2018	00005W5A83328	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK END 8-11-18	\$10.82
236743	8/13/2018	84368366	150-PRAXAIR DISTRIBUTION INC	CYLINDER RENTAL, CO AND OXY	\$454.05
236742	8/13/2018	1990842532	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$71.61
236716	8/13/2018	AUGUST 2018	FAIR, TOM	MUSICAL PERFORMANCE; NATIONAL NIGHT OUT	\$100.00
236712	8/13/2018	2ND PAYMENT	HOFFERTH, ELLIOTT	2ND AND FINAL PAYMENT FOR PERFORMER FOR AUX PATROL APPRECIATION	\$150.00
236738	8/13/2018	1652842	MILES SAND & GRAVEL CO.	ARTS AND CRAFTS SANDBOX	\$99.82
236741	8/13/2018	203	NORTHWEST ENDURANCE EVENTS	ART DASH TIMING CHIPS AND RACE MANAGEMENT	\$1,500.00
236704	8/13/2018	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 7/7-8/6-18	\$16.32
236792	8/13/2018	100964128	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 8/1-8/31/18	\$377.30
236778	8/13/2018	COA0818	SYSTEMS DESIGN WEST, LLC	AMBULANCE BILLING JULY	\$3,848.50
236714	8/13/2018	19340	THE LANGUAGE EXCHANGE INC	INTERPRETER SERVICES	\$131.25
236718	8/13/2018	0010370	TOSTENSON, JASON	REIMBURSEMENT FOR WORK BOOTS - NEW	\$108.49
236734	8/13/2018	3696	WINNERS SPORTSWEAR, INC	SOCCER SUPPLIES - CONES/VESTS/JERSEYS/GLOVES	\$398.36
236736	8/13/2018	8800	WINNERS SPORTSWEAR, INC	SOCCER JERSIES	\$1,000.45
236835	8/14/2018	144426	COMPULINK MANAGEMENT CENTER, D/B/A LASERFICHE	LASERFICHE RIO CONNECTOR	\$1,965.44
236802	8/14/2018	13-020-SEW-0091	CULBERTSON MARINE CONSTRUCTION	RETAINAGE RELEASE	\$91,445.66
236836	8/14/2018	8288234A	EWING IRRIGATION PRODUCTS, INC	BACKORDERED ITEMS FROM ORIGINAL ORDER- IRRIGATION SUPPLIES	\$57.31

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount
236809	8/14/2018	1255578864	GRAY, MATTHEW	STRICKERT, BOB, DENTAL SERVICES, DOS: 7/9 & 7/19	\$330.00
236851	8/14/2018	35576535	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$862.25
236828	8/14/2018	10142314 & 10145660	NAVIA BENEFIT SOLUTIONS, INC	FLEXIBLE SPENDING PARTICIPANT FEES, MAY & JUNE, 2018	\$124.50
236825	8/14/2018	331 0417593	UNIFIRST CORPORATION	WTP WEEKLY LAUNDRY SERVICE INTERN	\$6.19
236774	8/14/2018	10019701	WEST, JOHN	REFUND SITE A-1 - 8/2 THRU 8/5, LESS \$10 FEE	\$98.00
236821	8/20/2018	210430	SKAGIT PUBLISHING LLC	POSITION ADS, FIRE CHIEF AND PART-TIME LIBRARY ASSISTANT	\$1,465.70
236449	8/23/2018	82931993	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	\$16.40
236561	8/31/2018	052-0010-00	CITY OF ANACORTES	WATER, SEWER, GARBAGE 2201 37TH ST.	\$874.36

Total **\$236,747.31**



City Council Contract Agenda Bill

Meeting Date: 8/20/2018 **Agenda Item:** 5c

Subject: Contract Award – Treatment Plant Chemicals 2018-2019 #18-118-IDS

Staff Contact: Fred Buckenmeyer

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

Action Type: Contract Award

Summary Statement: City staff seeks Council consent to award contracts as listed in the attached memo for treatment plant chemicals for the 2018-2019 cycle.

Background:

1. **History:** In an effort to ensure that we obtain the best price for treatment chemicals, the request for bids is submitted every year. In addition, this allows us to take advantage of new innovative and more efficient chemicals that are developed.
2. **Key Terms:**
 - All contracts run from 9/1/18-8/31/19
3. **Competitive Bidding:** On July 27, 2018 the City solicited bids for the subject project and on August 9, 2018 a bid opening was conducted and 10 bids were received. The bid for Item 7 was rejected due to the price being outside budget limits. Bid results are provided in the attached memo.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign the contracts as listed in the attached memo for treatment plant chemicals for the 2018-2019 cycle.

Alternative Actions: N/A

Attachments: Contract Awards Recommendation Memo, Chemical Contract Template, Chemical Cost Comparisons

Contractor	See memo
Contract Amount	See memo
BARS #	401.730.534.10.34
Earmarked Funds	\$463,600.00
BARS #	440.750.535.83.31
Earmarked Funds	\$66,000.00
Start Date	9/1/2018
End Date	8/31/2019



CITY OF ANACORTES
Legal Department
Tiffany Matson, Contract Specialist

Bids for chemicals were opened at 3:00 p.m. on August 9, 2018 for the following chemicals:

1. 960 Tons Liquid Aluminum Sulfate
2. 6.5 Tons Polymer
3. 6 Tons Sodium Fluoride
4. 26 Tons Sodium Carbonate Dense Grade Soda Ash
5. Sodium Hydroxide
 - 5a. 300 Tons dry weight
 - 5b. 5,000 Gallons
 - 5c. 500 Gallons in mini-bulk deliveries
 - 5d. 150,000 Gallons
6. 180,000 Gallons Sodium Hypochlorite
7. 3,500 Gallons Sodium Bisulfite
8. 33,000 Gallons Nitrate Solution
 - 8a. 8,000 Gallons
 - 8b. 25,000 Gallons

Bids were received as follows:

* = APPARENT WINNER

CHEMICAL NAME	BID PRICE
1. ALUMINUM SULFATE ♦ ChemTrade Chemicals * ♦ Eco Services ♦ Kemira	\$347.00/dry ton \$349.80/dry ton \$578.00/dry ton
2. POLYMER ♦ Polydyne, Inc. * ♦ Univar	\$1.69/pound \$2.25/pound
3. SODIUM FLUORIDE ♦ Cascade Columbia * ♦ Univar	\$1,980.00/ton \$2,760.00/ton
4. SODA ASH ♦ Cascade Columbia *	\$0.30/pound
5. SODIUM HYDROXIDE 5a. 300 DRY TONS ♦ Univar * ♦ Jones Chemical ♦ Cascade Columbia 5b. 5,000 GALLONS ♦ Univar * ♦ Jones Chemical 5c. 500 GALLONS IN MINI DELIVERIES ♦ Univar * 5d. 150,000 GALLONS ♦ Univar *	\$790.00/dry ton \$812.00/dry ton \$900.56/dry ton \$1.52/gallon \$1.57/gallon \$5.14/gallon \$1.0737/gallon

♦ Jones Chemical	\$1.08/gallon
♦ Cascade Columbia	\$1.24/gallon
6. SODIUM HYPOCHLORITE (see note below)	
♦ Hasa *	\$0.94/gallon
♦ Jones Chemical	\$0.94/gallon
♦ Cascade Columbia	\$1.25/gallon
♦ Univar	\$1.26/gallon
7. SODIUM BISULFITE *BID REJECTED*	
♦ Univar	\$7.84/gallon
8. CALCIUM NITRATE SOLUTION	
33,000 Gallons	
8a. 8,000 GALLONS	
♦ Evoqua Water Technologies *	\$2.05/gallon
8b. 25,000 GALLONS	
♦ Two Rivers Terminal *	\$1.92/gallon
♦ Evoqua Water Technologies	\$2.05/gallon
NOTE: For Item 6, to break the tie between Hasa and Jones Chemical a coin was flipped by the Anacortes City Attorney, and Hasa won.	

Jeff Marrs, Anacortes Water Treatment Plant Manager, has reviewed the chemical bids and recommends acceptance of the following low bids:

1. Aluminum Sulfate	ChemTrade Chemicals
2. Polymer	Polydyne, Inc.
3. Sodium Fluoride	Cascade Columbia
4. Sodium Carbonate Dense Grade Soda Ash	Cascade Columbia
5d. Sodium Hydroxide – 150,000 Gal	Univar
6. Sodium Hypochlorite	Hasa, Inc.

Harry Whyte, Anacortes Waste Water Treatment Plant, has reviewed the chemical bids and recommends acceptance of the following low bids:

5b. Sodium Hydroxide – 5,000 Gal	Univar
5c. Sodium Hydroxide – 500 Gal	Univar
6. Sodium Hypochlorite	Hasa, Inc.
8b. Calcium Nitrate Solution – 25,000 Gal	Two Rivers Terminal

Chad Tesarik, City of Mount Vernon Waste Water Treatment Plant, has reviewed the chemical bids and recommends acceptance of the following low bid:

5a Sodium Hydroxide – 300 Dry Tons	Univar
8a. Calcium Nitrate Solution – 8,000 Gal	Evoqua Water Technologies

CHEMICAL COST COMPARISON

Chemical	2017-2018		2018-2019		Cost Difference
1. Aluminum Sulfate	Eco Services	343/ton	ChemTrade Chemicals	347/ton	+4/ton
2. Polymer	Univar	1.74/lb	Polydyne, Inc.	1.69/lb	-0.05/lb
3. Fluoride	Cascade Columbia	0.98/lb	Cascade Columbia	0.99/lb	+0.01/lb
4. Soda Ash	Cascade Columbia	0.30/lb	Cascade Columbia	0.30/lb	no change
5. Sodium Hydroxide					
5a. Sodium Hydroxide (300 Dry Tons)	Jones Chemical	630/ton	Univar	790/ton	+160/ton
5b. Sodium Hydroxide (5,000 Gallons)	NorthStar	1.14/gallon	Univar	1.52/gallon	+0.38/gallon
5c. Sodium Hydroxide (500 Gallons)	CESCO Solutions	3.79/gallon	Univar	5.14/gallon	+1.35/gallon
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8. Calcium Nitrate Solution					
8a. Calcium Nitrate Solution (8,000 Gal)	Evoqua	1.936/gallon	Evoqua	2.05/gallon	+0.114/gallon
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WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Contract, the parties hereto covenant and agree as follows:

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in accordance with and as described in the City of Anacortes document entitled "**Treatment Plant Chemicals 2018-2019**" issued July 27, 2018 which is hereby incorporated by reference and made a part hereof, and shall perform any changes to the work in accord with the Specifications and General Conditions contained therein.

II. Any changes to the work contracted herein shall be subject to contract modification signed by the Parties.

III. The Unit prices and quantities are specified in the attached Supplier's Bid which is hereby incorporated by reference.

IV. The contract time is from September 1, 2018 to August 31, 2019.

V. The Supplier for himself/herself, and for his/her heirs, executors, administrators, successors, and assigns, does hereby agree to full performance of all covenants required of the Supplier in this Contract.

VI. The Supplier shall coordinate all deliveries with the individual treatment plant(s).

VII. The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Contract and agree to be bound accordingly;

IN WITNESS WHEREOF, the parties hereby sign and acknowledge all portions of this Agreement.

(SUPPLIER)

CITY OF ANACORTES

Signature

Laurie Gere, Mayor

Printed

Date

Date



City Council Contract Agenda Bill

Meeting Date: 8/20/2018 **Agenda Item:** 5c

Subject: Contract Award – Treatment Plant Chemicals 2018-2019 #18-118-IDS

Staff Contact: Fred Buckenmeyer

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

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Chad Tesarik, City of Mount Vernon Waste Water Treatment Plant, has reviewed the chemical bids and recommends acceptance of the following low bid:

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IN WITNESS WHEREOF, the parties hereby sign and acknowledge all portions of this Agreement.

(SUPPLIER)

CITY OF ANACORTES

Signature

Laurie Gere, Mayor

Printed

Date

Date

Anacortes City Council Meeting

E-Cigarette Use and Smoking & Vaping in Public Places

Skagit County Public Health
August 20, 2018



Briefing Agenda

- Overview of tobacco prevention challenges & public health concerns
- WA's laws on public smoking and vaping
- County-level efforts
- Local options for regulating vaping and smoking
- Overview of e-cigarettes and vapor products



Ongoing Challenges in Tobacco Prevention

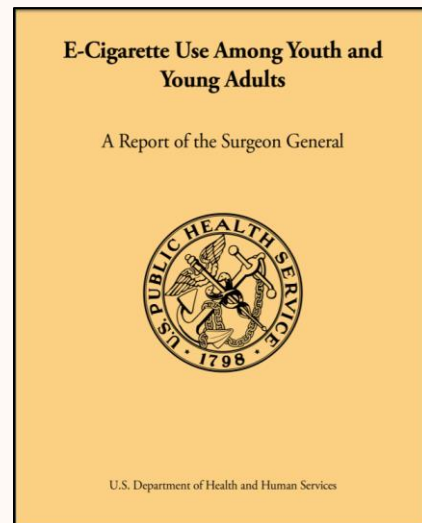
“Despite declines in youth and adult smoking overall, certain communities continue to smoke at higher rates and suffer disproportionately from the associated health problems,” including secondhand smoke exposure by non-consumers. - *WA DOH, April 2018*

“In recent years, e-cigarette use by youth and young adults has increased at an alarming rate. E-cigarettes are now the most commonly used tobacco product among youth in the United States.” - *U.S. Surgeon General 2016*



Public Health Concerns with Vaping in Public Places

- **Potential health effects** from exposure to vapor, especially for vulnerable populations
- **Rapidly increasing use** by teens and young adults
- **Vaping other drugs**, including marijuana and illegal drugs
- **High poisoning risk** to children from concentrated nicotine e-juices



WA State Laws on Use in Public Places



Smoking prohibited:

- Indoor public places
- School grounds, indoor/outdoor
- Places of employment, indoor/outdoor



Vaping prohibited:

- Schools and childcares, indoor/outdoor
- Outdoor playgrounds, during daylight when children present
- Inside school buses and elevators



Marijuana use prohibited:

- In view of the general public
- Indoor public places
- Outdoor public places per definition, e.g. streets, parks, beaches, playgrounds

WA's No Smoking in Public Places Law

RCW 70.160 passed by voter initiative in 2005. aka "SIPP"

Smoking in Public Places
A Guide for Spokane County Businesses and Their Employees

• REQUIRED •
Businesses are required to post "No-Smoking" signs at all entrances. Retail establishments must also post signage in prominent areas throughout the work place.

• REQUIRED •
Prohibit smoking within 25 feet of entrances, exits, windows that open, and ventilation intakes that serve the enclosed area where smoking is prohibited.

• REQUIRED •
Prohibit smoking in public places.

• REQUIRED •
Prohibit smoking in places of employment. This includes patios and other outdoor seating and dining areas that employees are required to serve or clean.

Suggested Actions

- Provide training to employees on how to talk with customers or visitors who smoke where smoking is prohibited.
- Use additional "No Smoking" signage for special events.
- Remove smoking paraphernalia such as ashtrays, matches, or other items that support or encourage smoking.

Smoking in Public Places Law
In 2003 Washington state passed the Smoking in Public Places Law (RCW 70.160). It protects people from secondhand smoke by prohibiting smoking in public places and places of employment. The law applies to all forms of lighted smoking products including tobacco, cigar, hookah, and marijuana.

Penalty for Non-Compliance:
\$100.00 civil fine for each day upon which a violation occurs or is permitted to continue and a re-inspection fee for each return visit necessary to ensure compliance.

Content adapted from:
 SmokeFree Washington

Tobacco is the leading cause of preventable death in the U.S.

For the full text of the law, free signage, and other resources to help your business be in compliance contact the Spokane Regional Health District's Tobacco Prevention and Control Program by calling 509.324.1330 or by visiting srhd.org/services/tobaccoilaw.asp

SPokane REGIONAL HEALTH DISTRICT

Regulation of E-Cigarettes Began in 2016

- ✓ FDA Deeming Rule
- ✓ WA Vapor Products Law

The FDA Rule does NOT address where e-cigarettes can be used.

The WA Law limits vaping in a few locations, to reduce exposure for children.

No sales to minors under 18.

No free samples.

No sales through vending machines.

Internet sales must use age verification.

Child-proof packaging.

Nicotine warning label.

No false advertising or health claims.

Since 2016. WA State has required licenses for vapor product retailers.



WA Vapor Products Law RCW 70.345

Vaping in Public Prohibitions & Allowances

PROHIBITS VAPING:

- Inside and Around Childcare Facilities
- Inside and Within 500 Feet of Schools
- In Outdoor Playgrounds With Children
- Inside School Buses and Elevators

Unlike WA's No Smoking law:
No Signs Required.
No Penalty or Enforcement.

ALLOWS TASTINGS Inside Licensed Vapor Product Retail Outlets, provided that:

- ✓ Entry restricted to 18 years or older.
- ✓ Tasting sample is zero nicotine or customer consents to tasting nicotine e-juice.
- ✓ Retailers provide disposable mouthpiece or device.
- ✓ Tasting samples cannot be removed from premises by customer.

FDA Deeming Rule prohibits free samples of nicotine e-juice.



Local Regulations on Tobacco & Vapor Products (Federal/State Preemption)

Local Jurisdictions Cannot

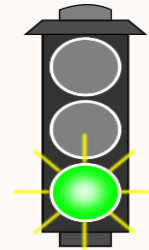
X Enact laws that conflict with federal and state laws, unless stricter local laws allowed.

X Regulate sales and promotion. Local laws cannot:

- license retailers
- change purchase age
- ban flavorings
- ban ads specifically

X Allow smoking or vaping in public places where it is prohibited under state law.

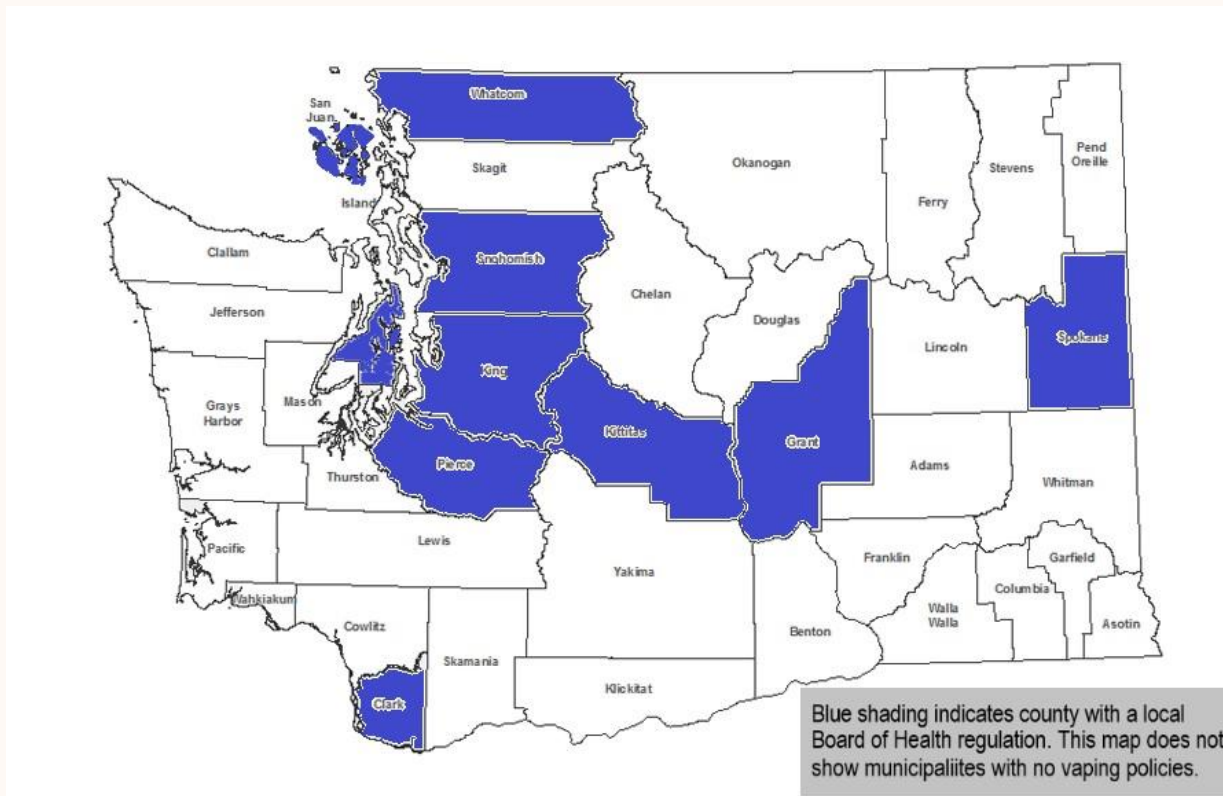
X Prohibit tastings inside licensed vapor product retail outlets.



Local Jurisdictions Can

- ✓ Adopt state No Smoking law to allow local enforcement.
- ✓ Restrict Use of Vapor Products in Indoor Public Places.
- ✓ Restrict Use of Vapor Products in Outdoor Public Places Where Children Congregate.
- ✓ Require No Smoking/No Vaping signs.
- ✓ Establish civil penalties for violations.

County Vapor Products Regulations



Local Board of Health Codes passed prior to 2016 WA State law:
King, Pierce, Grant, Clark, Snohomish, San Juan

...passed after 2016 WA State law:

Kitsap, Spokane, Kittitas, Whatcom

Current Ordinances in Skagit County

Skagit County Chapter 12.52 Smoking Regulations

- No smoking in county workplaces, facilities, autos

Some municipal ordinances

- Sedro-Woolley: adopted state SIPP law
- No smoking in town facilities: Concrete, La Conner, Mount Vernon
- No smoking in parks: Anacortes, La Conner, Mount Vernon, Sedro-Woolley

Statewide Smoking in Public Places (SIPP) law & vaping restrictions in Vapor Products Law apply.



Current Tobacco/Vaping Voluntary Policy Efforts

- WA DOH State Tobacco Prevention & Control strategies in coordination with Snohomish Health District and the North Sound Region
 - Assistance to Skagit Valley College on smoke/vape-free campus policy
 - Assistance to Anacortes Housing Authority on future vaping policy
 - Communications with Behavioral Health agencies, school districts, and Housing Providers on adopting smoke/vape-free policy



Local Option: Indoor Vaping Restrictions

- ✓ Indoor Public Places,
with exception of tastings in
licensed retail outlets per state law.
- ✓ Places of employment
- ✓ Require signage



Local Option: Outdoor Vaping Restrictions

- ✓ Outdoor public places where children congregate.
- ✓ Expand prohibited areas from schools and playgrounds to parks, athletic playfields, beaches, stadiums, etc...
- ✓ Require signage



Next Steps

Recommend BoH approve development of a No Smoking/No Vaping in Public Places ordinance for consideration and adoption

- Additional information needs
- Stakeholder outreach
- Policy development
- Timeline: 90 - 120 days

Skagit PH continue tobacco/vaping prevention work & community outreach



What Are Vapor Products?

“Minis” or “Cigalikes”



“Mid-Sized”



“Tanks” or “Mods”



Smaller and
not customizable by user



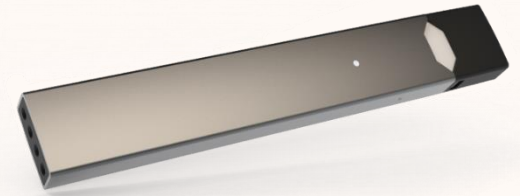
Larger and
customizable by user

Nicotine content can vary across e-cigarette products



Juul

- 54% of e-cigarette sales nationally
- Juuling is very popular among teens
- Small device, looks like thumb drive
- Uses nicotine salt formulation; allows for higher nicotine levels
- 1 pod has same nicotine as 1 pack of cigarettes



Marijuana Vapor Products



What's in the Vapor?



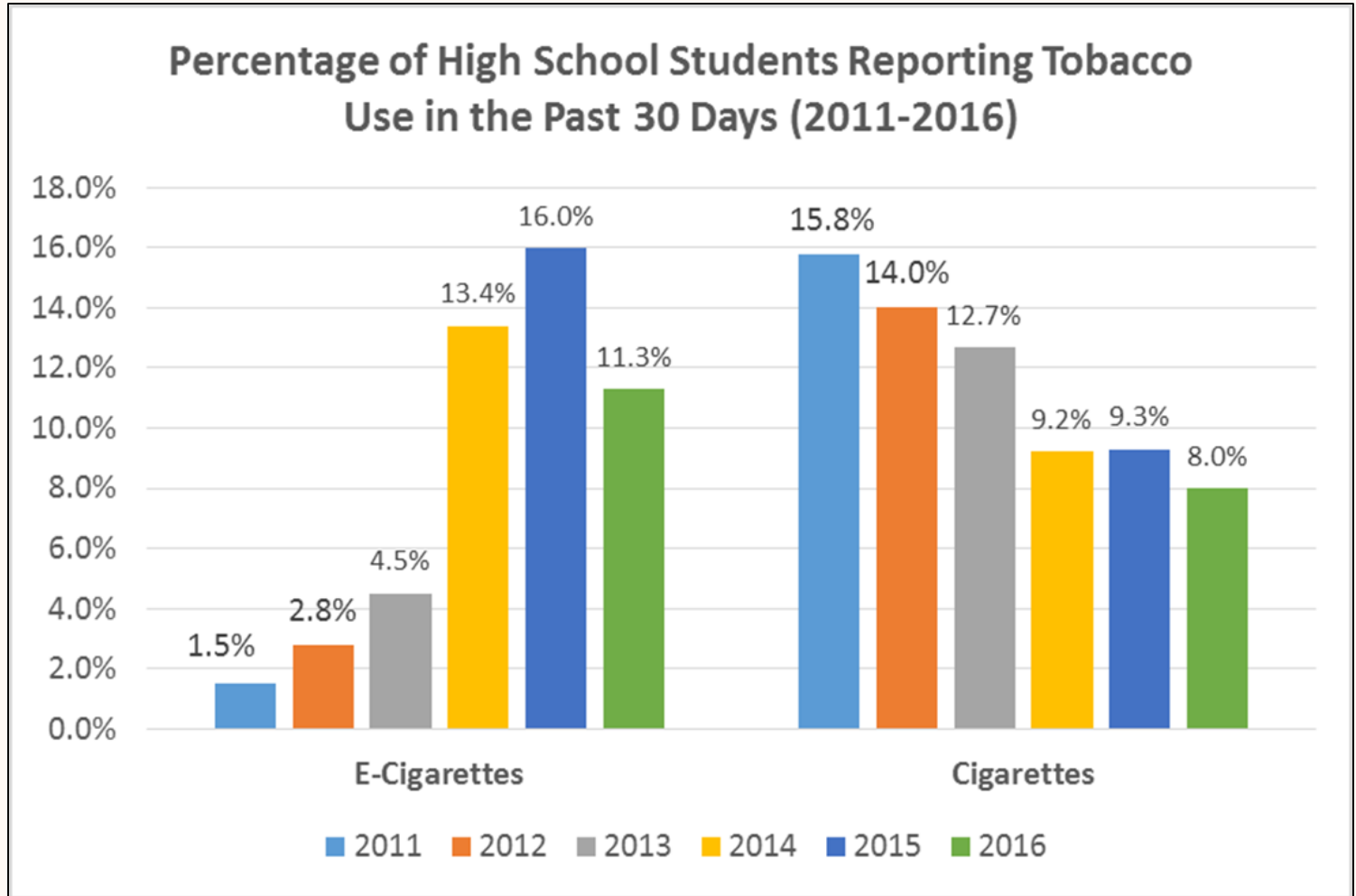
Results of limited indoor air quality studies show vaping increases levels of:

- ✓ Nicotine
- ✓ Volatile organic compounds, including known carcinogens
- ✓ Metals
- ✓ Ultrafine particles

Nonsmokers near vaping have nicotine in their blood.

No safe level of nicotine exposure for pregnant or breastfeeding women.

2016 WA Healthy Youth Survey



Youth Use Of Vapor Products

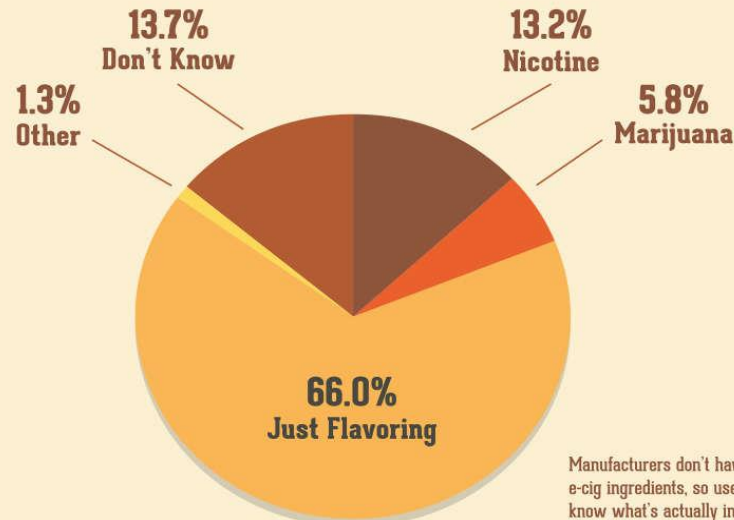
TEEN E-CIG USERS ARE MORE LIKELY TO START SMOKING.*²

Start Smoking Within 6 Months



*Includes combustible tobacco products [cigarettes, cigars, and hookahs]

WHAT DO TEENS SAY IS IN THEIR E-CIG?³

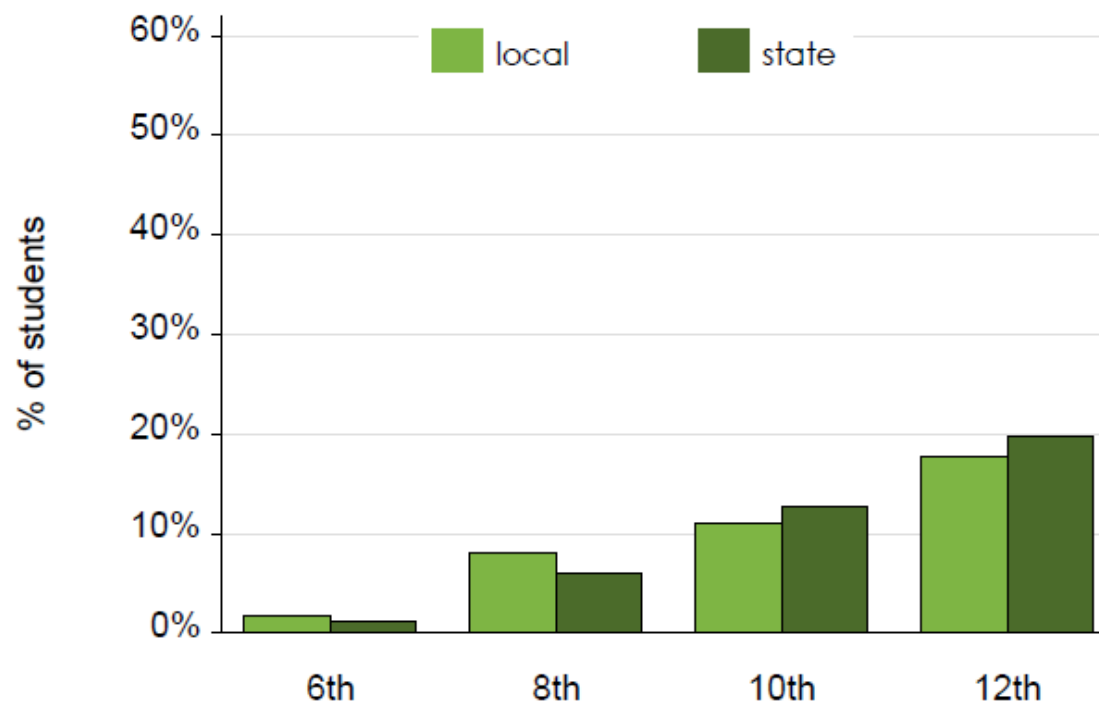


Manufacturers don't have to report e-cig ingredients, so users don't know what's actually in them.

National Institute on
Drug Abuse

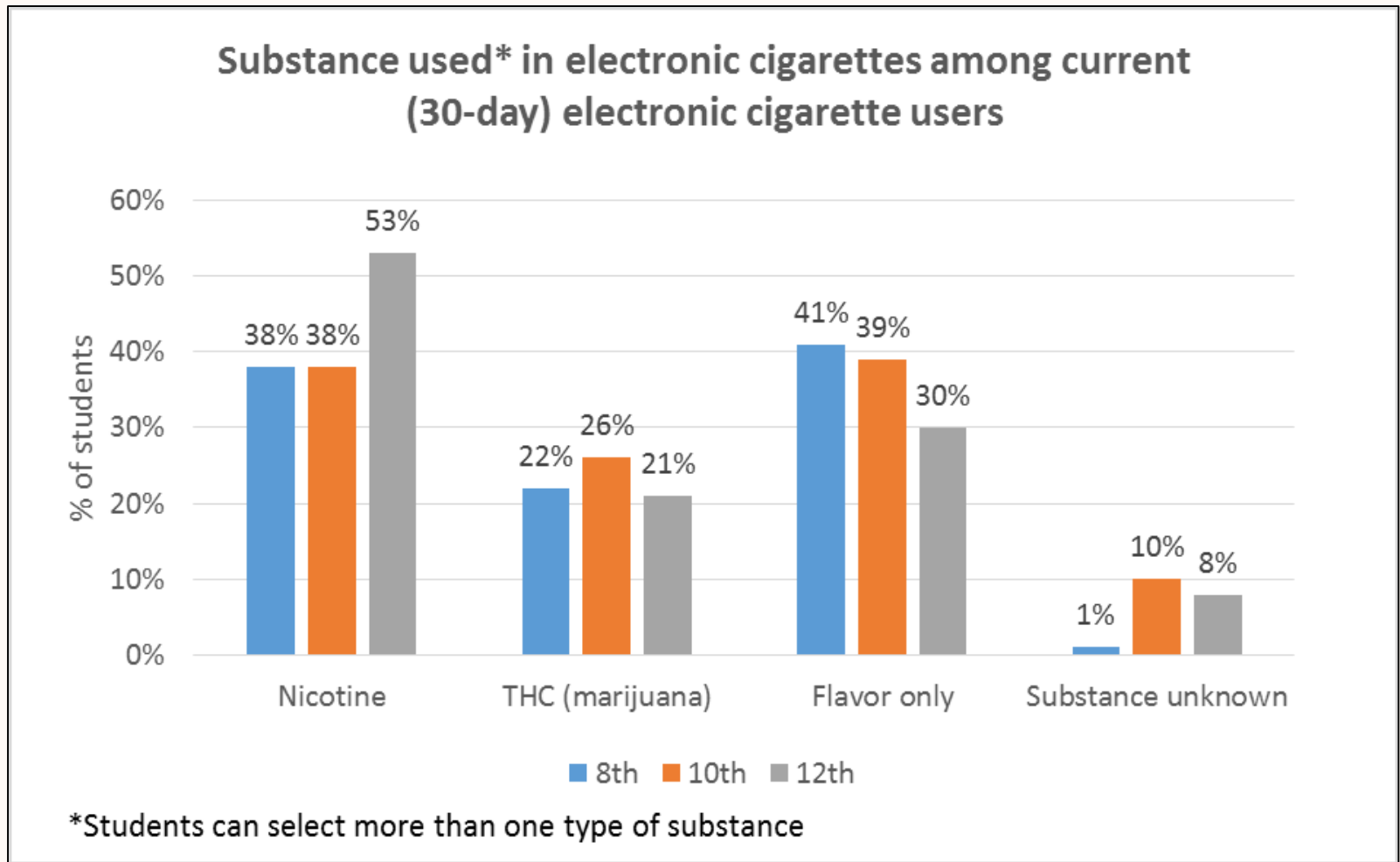
2016 WA Healthy Youth Survey: Skagit County

Current (past 30-day) electronic cigarette use compared to the state, all grades

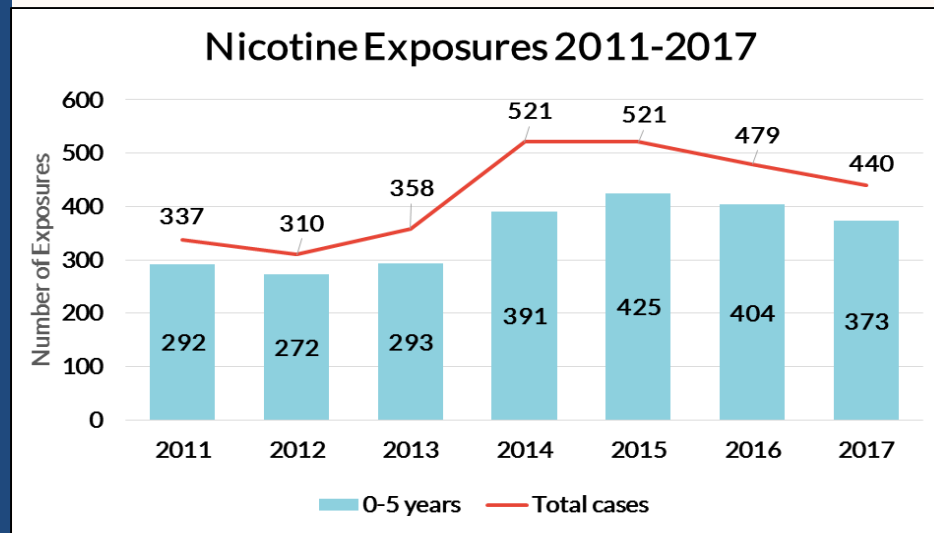


Prevalence	6th	8th	10th	12th
local	2% ±1	8% ±2	11% ±3	18% ±4
state	1% ±0	6% ±1	13% ±2	20% ±2

2016 WA Healthy Youth Survey

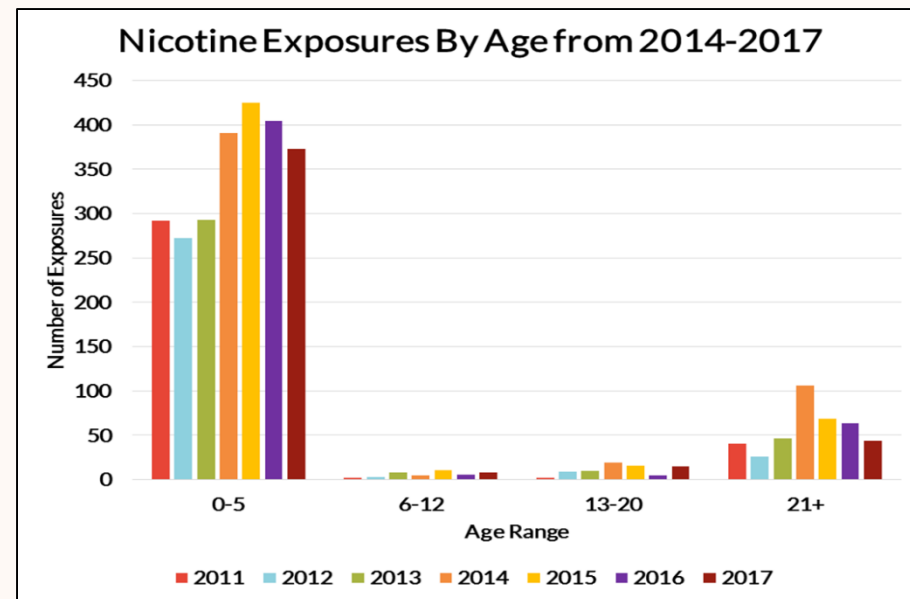


Poisonings from Nicotine E-Juices



Calls to WA Poison Center have increased dramatically since e-cigarette use has increased.

About 80% of calls are for children under 5 years old.



Device Overheating, Fires & Explosions

92 verified reports between 2009-2016 in U.S.

FDA, Tobacco Control article, March 2016.

Harborview Medical Center:
about 1 case per month in 2016, increasing.

Burns, cuts, lost teeth, eye damage

Lithium ion battery failure:
thermal runaway

Pressure build-up in device



Device explosion in Kentucky mini-mart



Thigh burn treated at Harborview

Do e-cigarettes help with smoking cessation?

blu eCigs® electronic cigarettes are not a smoking cessation product, nor are they intended to treat, prevent or cure any disease or condition. For their protection, please keep out of the reach of children and pets.

California Proposition 65

Warning: This product contains nicotine, a chemical known to the state of California to cause birth defects or other reproductive harm.

Not approved by FDA as smoking cessation aides.

Research results are mixed on whether vaping is associated with quitting smoking.

Vaping or dual use (vaping + smoking) may delay efforts to quit nicotine use.

Questions, Suggestions, Discussion





Skagit County Public Health

Jennifer Johnson, Director
Howard Leibrand, M.D., Health Officer

Smoking and Vaping Laws in Washington: State Laws & Local Policy Options

Washington State's Smoking in Public Places law (RCW 70.160; 2005) prohibits smoking any type of cigarette, pipe, or cigar in public places and places of employment.

By state law, smoking is prohibited:

- in buildings that are open to the public, including schools, stores, shopping malls, restaurants, bars, theaters, bowling alleys, and indoor sports arenas.
- in buses, trains, taxis, and other vehicles used by the public.
- in any area where employees are required to work for a public or private business.
- within 25 feet of entrances, windows, or ventilation intakes for a public building to prevent smoke from being pulled inside (called the "25-foot rule").

Local policy option: Local health departments may adopt regulations to implement the state Smoking in Public Places law to provide local compliance and enforcement.

Washington State's Vapor Products Law (RCW 70.345; 2016) regulates sales of e-cigarettes and other vapor products. The state law prohibits vaping in a few public places, focused on protecting children.

By state law, vaping is prohibited:

- inside and around schools and child care facilities.
- in outdoor playgrounds during daylight hours with children present.
- inside school buses and inside elevators.

Local policy option: The WA Vapor Products Law authorizes local jurisdictions to restrict the use of vapor products in indoor public places and in outdoor public places where children congregate.

In Washington State, ten counties and a number of cities have adopted no vaping in public places laws. Vaping any substance is prohibited in the same indoor places where smoking is prohibited. Some laws also prohibit vaping in outdoor places, like parks.

Across the country, 11 states and hundreds of cities have added vaping to their smoke-free laws.ⁱ

The U.S. Surgeon General recommends including e-cigarettes in smoke-free policies.ⁱⁱ

Public Health Concerns with Vaping in Public Places and Workplaces

- Vaping exposes people nearby to an aerosol containing an unknown mixture of harmful and potentially harmful chemicals. Children, pregnant women, and individuals with compromised lungs are especially at risk.
- Allowing vaping where smoking is prohibited implies that it's safe, contributing to the problem of rapidly increasing youth use of e-cigarettes and vapor devices.

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700 South 2nd Street Room #301 Mount Vernon, WA 98273 (360) 416-1500 Fax (360) 416-1501

- Other drugs are often used in vape pens and mods, including marijuana that is illegal to use in public places.
- Children are at risk of poisonings if they ingest or touch concentrated liquid nicotine e-juices or other drugs used in vapor products.

More About Public Health Concerns with Vaping and E-Cigarette Use

Although vaping may be less risky and toxic than smoking, it is not safe. Aerosols from nicotine-containing vapor products contain nicotine, solvents, particulates, and potentially harmful chemicals.



A 2016 U.S. Surgeon General's reportⁱⁱ and a 2018 report by the National Academies of Sciences, Engineering, and Medicineⁱⁱⁱ found that e-cigarette use increases airborne concentrations of chemicals that are harmful to the public's health, including:

- **Nicotine**, which is highly addictive and is known to cause health impacts for pregnant women.
- **Ultrafine particles** that can be inhaled deep into the lungs and damage tissues.
- **Flavoring chemicals** that have not been reviewed or approved as safe for inhalation, including diacetyl which has been linked to serious lung disease.
- **Volatile organic compounds (VOCs)**, such as benzene and formaldehyde, that are known or suspected carcinogens.
- **Metals**, such as nickel, tin, and lead.

Indoor air studies of vaping have found increased levels of nicotine, volatile organic compounds, metals, and ultrafine particulates.^{iv} Composition of the aerosol varies depending on the vapor product used.ⁱⁱⁱ

The FDA does not yet fully review or regulate e-cigarette ingredients and devices, so products on the market vary and e-juices contain undisclosed ingredients.

- Under the 2016 "Deeming Rule", FDA has authority to regulate e-cigarettes and other vapor products as a tobacco product. However, the FDA extended some regulatory deadlines and is only in early stages of requiring ingredient disclosure by vapor product manufacturers.^v
- The FDA does not intend to review electrical components or batteries in vapor products. Battery explosions causing serious burns have occurred, perhaps due to poor design or manufacturing.^{vi}

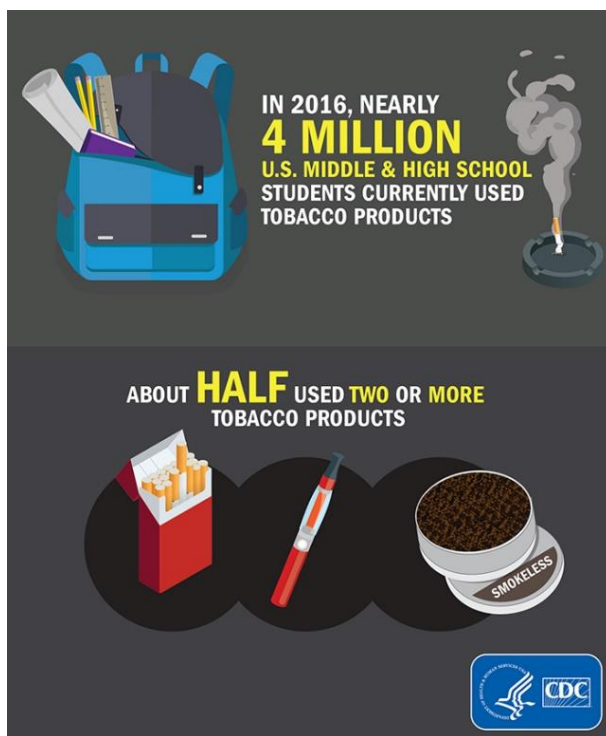
Youth use of e-cigarettes and vape pens has increased dramatically in recent years, resulting in more young people addicted to nicotine.

Since 2011, e-cigarette use by middle and high school students has tripled, surpassing use of conventional cigarettes.ⁱⁱ

Nicotine is highly addictive and damaging to the developing brainⁱⁱ. Early exposure to nicotine sets the stage for lifelong dependency and addiction.^{ii, iii}

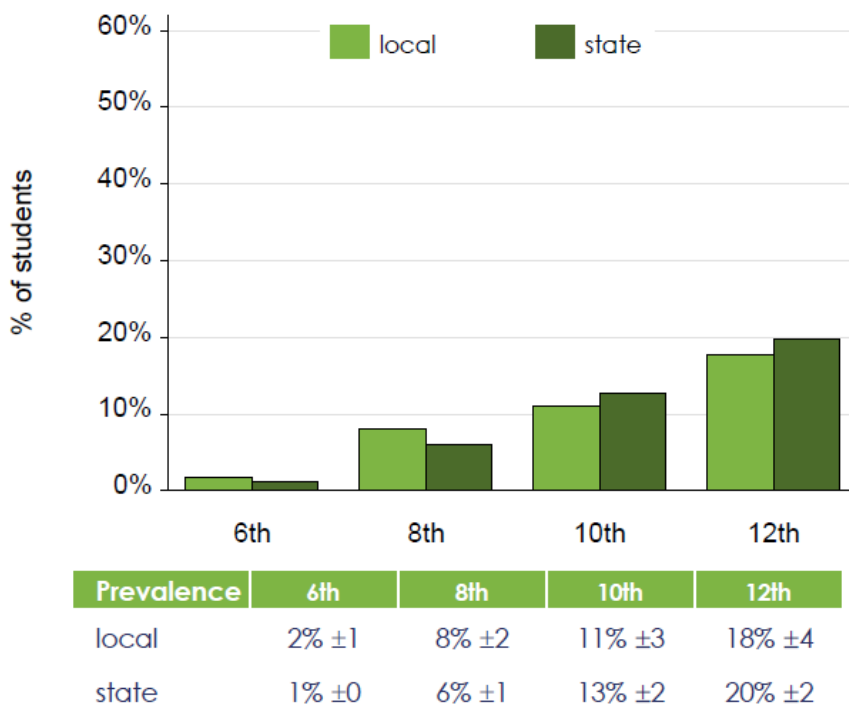
Many teens who use e-cigarettes also smoke conventional tobacco products.ⁱⁱ In 2011, 61% of U.S. middle school students and 80% of US high school students who were vaping were also smoking.^{vii}

In Skagit County, 8th graders are using e-cigarettes at a higher rate than the state, at 8%. By 12th grade, nearly 20% of students report e-cigarette use in the last 30 days according to the 2016 Healthy Youth Survey.^{viii}



Skagit County Youth Use Compared to Statewide Use in 2016^{viii}

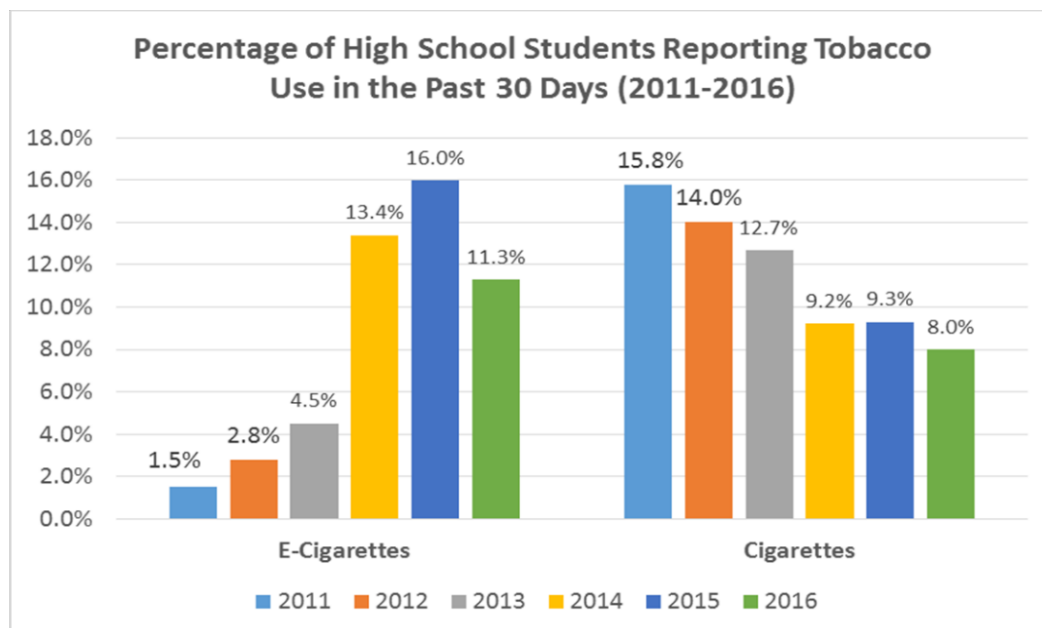
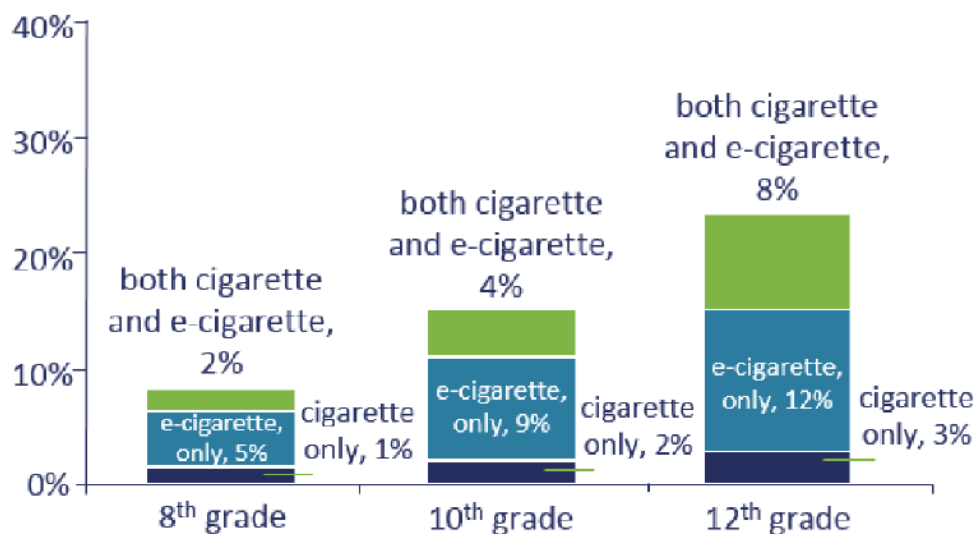
Current (past 30-day) electronic cigarette use compared to the state, all grades



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Statewide prevalence of past 30 day e-cigarette, cigarette and use of both among youth by grade



Vape devices are commonly used with marijuana or THC concentrates. WA State law does not allow consumption of marijuana in public, but it's often impossible to know what substance is being vaped.

Marijuana retailers in Washington State sell a variety of e-cartridges pre-loaded with THC solutions for use in vape pens and other vapor devices.^{ix}

JuJu Joints containing marijuana are sold in a disposable vape pen by a Washington State company.^x

Concentrated liquid nicotine solutions used in vaping devices can poison children, resulting in illness, ER visits, or even death.

In 2017, 373 children ages 0-5 years in Washington were poisoned by nicotine from e-cigarettes. Overall 440 cases of nicotine poisonings were reported to the WA Poison Center in 2017.^{xi}

E-cigarettes and vapor products have not been approved by the FDA as smoking cessation aides.^{xii}

Research results on using e-cigarettes to quit smoking, or to quit using nicotine entirely, are mixed. More research is needed to understand how use of e-cigarettes impacts smoking cessation and smoking rates in different populations.^{ii, iii}

Smokers who shift entirely from cigarettes to e-cigarettes may reduce their health risks, but they are still using a nicotine product. Studies often find that people using e-cigarettes also continue to smoke.^{ii, iii}

E-cigarettes and vapor products may contribute to increased nicotine addiction because about one-third of adults who vape were previously non-smokers or former smokers.^{xiii}

Information Sources:

ⁱ American Nonsmokers' Rights Foundation. U.S. Tobacco Control Laws Database. April, 2018. <https://no-smoke.org/materials-services/lists-maps/>

ⁱⁱ *E-Cigarette Use Among Youth and Young Adults. A Report of the Surgeon General.* U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, Office on Smoking and Health, 2016. Website: <https://e-cigarettes.surgeongeneral.gov/>

ⁱⁱⁱ *Public Health Consequences of E-Cigarettes.* National Academies of Sciences, Engineering, and Medicine. 2018. nationalacademies.org/eCigHealthEffects

^{iv} Grana, G., Benowitz, N., Glantz, S.A. 2014. "E-Cigarettes: A Scientific Review" *Circulation*. 129: 1972-1986. <http://circ.ahajournals.org/content/129/19/1972>

^v Food & Drug Administration. "Manufacturing" Compliance information for tobacco product manufacturers <https://www.fda.gov/TobaccoProducts/GuidanceComplianceRegulatoryInformation/Manufacturing/default.htm>

^{vi} Food & Drug Administration "Tips to Help Avoid "Vape" Battery Explosions" <https://www.fda.gov/TobaccoProducts/Labeling/ProductsIngredientsComponents/ucm539362.htm#blue>

^{vii} "Notes from the Field: Electronic Cigarette Use Among Middle and High School Students — United States, 2011–2012" *MMWR* September 6, 2013. 62(35); 729-730.

http://www.cdc.gov/mmwr/preview/mmwrhtml/mm6235a6.htm?utm_source=rss&utm_medium=rss&utm_campaign=notes-from-the-field-electronic-cigarette-use-among-middle-and-high-school-students-united-states-20112012

^{viii} Washington State Healthy Youth Survey. 2016. <http://www.askhys.net/>

^{ix} Washington State Liquor Control Board. FAQs about I-502 Rules. http://www.liq.wa.gov/marijuana/faq_rules

^x JuJu Joints company website: <http://jujujoints.com/> and Peikoff, K. New York Times "No Smoke, but Haze Around E-Joint". Jan.12, 2015. <http://www.nytimes.com/2015/01/13/health/with-the-e-joint-the-smoke-clears.html>

^{xi} Washington Poison Center. 2017 Annual Toxic Trend Report: Nicotine and E-Cigarette. <https://www.wapc.org/data/toxic-trend-reports/e-cigarettes-toxic-trends/>

^{xii} U.S. Food & Drug Administration. *What to Quit Smoking? FDA-Approved Products Can Help.* <https://www.fda.gov/ForConsumers/ConsumerUpdates/ucm198176.htm>

^{xiii} McMillen, R.C. et al. 2014. *Trends in Electronic Cigarette Use Among U.S. Adults: Use is Increasing in Both Smokers and Nonsmokers* *Nicotine Tobacco Research* <http://ntr.oxfordjournals.org/content/early/2014/11/06/ntr.ntu213.abstract>



City Council Contract Agenda Bill

Meeting Date: 8/20/2018 **Agenda Item:** 7b

Subject: Contract Award - Chlorination System Conversion Project 18-036-WTR-004

Staff Contact: Fred Buckenmeyer

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

Action Type: Contract Award

Summary Statement: City staff seeks City Council consent to award a contract in the amount of \$898,380.00 to Award Construction, Inc., for the construction of the Chlorination System Conversion Project. This project consists of construction and installation of equipment for a new liquid chemical feed and storage system including the following:

- Construction of concrete secondary containment walls and equipment pads.
- Installation of chemical storage tanks, pumps, and associated pipes, valves, and appurtenances.
- Installation of instruments, power and signal wiring, and control panels.
- Integration of instrumentation and controls and SCADA programming.
- Selective demolition of existing equipment and piping.
- Equipment testing and assistance during system startup.

Background:

1. **History:** Following the recent visit from Washington State Department of Labor and Industries, the City pursued a change in the method we use for disinfection at the Water Treatment Plant. The new method involves a change from gaseous chlorine to a hypochlorite solution. Hypochlorite is essentially a diluted liquid chlorine very similar to bleach. The City intends to replace the existing gas chlorine system at the plant with a bulk sodium hypochlorite solution system to eliminate the potential health and safety risks associated with unintended releases of gas chlorine. HDR was chosen to design the required improvements and this contract is to purchase the tanks. The goal is to have the new system installed and operational by January 2019.
2. **Key Terms:**
 - Total contract price of \$898,380.00.
 - The Work will be substantially completed within 150 calendar days after the Notice to Proceed.
3. **Competitive Bidding:** On July, 2018 the City solicited bids for the subject project and on August 9, 2018 a bid opening was conducted and two bids were received. The Engineer's estimate for the project was \$825,000.00. Award Construction, Inc was determined to be the lowest responsible bidder. Bid results are provided as an attachment hereto.

Previous Council/Committee Action: City Council received an overall project update and awarded the [HDR contract](#) on [3/5/18](#). [Modification 01](#) of the HDR contract was approved on [4/16/18](#), and [Modification 02](#) of the HDR contract was approved on [5/21/18](#). On [August 6, 2018](#) a contract was awarded to Spundstrand, Inc. for the manufacturing of the chemical storage tanks. On [August 13, 2018](#) a contract was awarded to Watson Marlow Fluid Technology Group to purchase the peristaltic chemical metering and transfer pumps.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract 18-036-WTR-004 with Award Construction, Inc. in the amount of \$898,380.00 for the construction of the Chlorination System Conversion Project.

Alternative Actions: N/A

Attachments: Contract 18-036-WTR-004

Contractor	Award Construction, Inc.
Contract Amount	\$898,380.00
Earmarked Funds	None
BARS #	401.730.534.10.48
Budget Amendment Required?	Yes
Revenue Source?	Regional customer charges
Start Date	Notice to Proceed
End Date	150 Calendar Days

CITY OF ANACORTES TABULATION OF BIDS

Bid Item: Chlorination system conversion project, #18-036-WTR-004

Department: Water

Location: City Hall - Main Conference Room

Date: 8/9/2018

Time: 14:30

	TIME IN	COMPANY	BID AMOUNT
1.	2:18	AWARD CONSTRUCTION	\$ 898,380.00
2.	2:23	Ma CLURE & SONS	\$ 996,255.68
3.			
4.			
5.			
6.			
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11.			
12.			
13.			
14.			
15.			
16.			

SECTION 00 41 13
PROPOSAL

THE UNDERSIGNED BIDDER PROPOSES TO FURNISH ALL NECESSARY LABOR, TOOLS, MATERIALS, EQUIPMENT AND SERVICES REQUIRED FOR THE CONSTRUCTION OF THE "CHLORINATION SYSTEM CONVERSION PROJECT" IN THE CITY OF ANACORTES, ALL IN ACCORDANCE WITH THIS PROPOSAL AND WITH THE PLANS AND SPECIFICATIONS.

Name of BIDDER Award Construction, Inc

Street Address 980 Willeys Lake Rd

City/Zip Code Ferndale, WA 98248

Telephone No. 360 318 8708

Fax No. 360 318 8728

E-Mail Todd@Award-inc.com

Contractor's State License No. AWARDCI970M9

Contractor's State Tax Registration No. 602310080

To: City of Anacortes

Ladies and Gentlemen:

This proposal is submitted as an offer by the undersigned to enter into the Contract with the City of Anacortes, hereinafter referred to as OWNER, for furnishing of materials, labor, tools, equipment and services required for construction of the "Chlorination System Conversion Project". Said Improvements are described in this proposal and also by the Plans and Specifications, which are a part hereof with the same force and effect as though they were attached hereto. This offer is conditioned on the following declarations as to the acts, intentions and understanding of the undersigned and the agreement of the OWNER to the terms and prices herein submitted.

Prices for this Proposal are listed in the enclosed schedule. The BIDDER shall complete all bid items.

1. All of the Plans and Specifications have been examined by the undersigned, and their terms and conditions are hereby accepted.
2. It is understood that the Plans and Specifications may be supplemented by additional plans and/or specifications and it is agreed that such supplemental plans and specifications, when not in conflict with those referred to in paragraph one (1) above, will have the same force and effect as if completed and attached hereto and that when received they will be considered a part of the Contract documents.
3. It is understood that all the work will be performed under a lump sum or unit price and that for said lump sum or unit price, all services, materials, labor, equipment and all work necessary to complete the project in accordance with the Specifications shall be furnished for the said lump sum or unit price named. It is understood that the quantities stated in connection with the price schedule for the Contract submitted herein are approximate only and payment shall be made on the unit prices named for the actual quantities incorporated in the completed work. Actual quantities may vary significantly from those appearing in the price schedule. If there shall be an increase in the amount of the work covered by the lump sum price, it shall be computed on a basis of "extra work" for which an increase in payment will have been earned and if there be a decrease in the lump sum payment, it shall be made only as a result of negotiation between the undersigned

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City of Anacortes
WTP Chlorination System Conversion Project - Issued for Bid
PROPOSAL
00 41 13 - 1

June 2018

and the OWNER. Furthermore, it is understood that any estimate with respect to time, materials, equipment or service which may appear on the Plans or in the Specifications, is for the sole purpose of assisting the undersigned in checking his own independent calculations and at no time shall the undersigned attempt to hold the OWNER, the ENGINEER or any other person, firm or corporation, responsible for any errors or omissions that may appear in any estimate.

4. The undersigned will furnish the bonds required by the Specifications and comply with all the laws of the Federal Government, State of Washington and the OWNER which are pertinent to construction contracts of this nature even though such laws or municipal ordinances may not have been quoted or referred to in these Specifications.
5. The cash, certified check or bid bond accompanying this proposal shall be forfeited to the OWNER to the extent of 5 percent of the amount of the bid in case this proposal is accepted by the OWNER and the undersigned shall fail or refuse to execute the Contract and furnish the bonds as required by the Specifications within the time limit named therein after notification that said proposal and the Plans and Specifications which are a part hereof have been accepted, all in accordance with the provisions of this proposal.
6. It is understood that a unit or lump sum price must be provided for each item of each schedule. The extensions in the column headed "Total Price" are made for the sole purpose of facilitating comparison of the bids. If there are any discrepancies between the unit or lump sum price and the extensions, the unit or lump sum price shall govern. The undersigned acknowledges that he has filled out all required forms in their entirety and accepts the sole responsibility for their accuracy and completion.
7. The undersigned agrees that the "Time of Completion" shall be as herein defined in the Agreement.
8. Bidder accepts the provisions of Section 00 52 13 - Contract as to liquidated damages in the event of failure to complete work on time.
9. The undersigned proposes to furnish all labor, materials, equipment and services for the above listed lump sum or unit prices as applicable. The foregoing prices shall include all labor, materials, equipment, overhead, profit, insurance and all other incidental expenses, including use taxes, to cover the finished work of the several kinds called for.
10. The undersigned, as BIDDER, acknowledges that Addenda Numbers 1 to 2 have been delivered to him and have been examined as part of the Contract documents.



Award Construction, Inc.
(Firm Name of BIDDER)

B. Todd Vasey President
(Name of BIDDER) Title

B. Todd Vasey
(Signature of BIDDER)

Washington
(State of Incorporation, if incorporated)

Dated at Ferndale, WA this 9th day of August, 2018.

- NOTE:
1. If the BIDDER is a co-partnership, so state, giving firm name under which business is transacted.
 2. If the BIDDER is a corporation, this proposal must be executed by its duly authorized officials.

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City of Anacortes
WTP Chlorination System Conversion Project - Issued for Bid
PROPOSAL
00 41 13 - 2

June 2018

**BID SCHEDULE
FOR
CITY OF ANACORTES
CHLORINATION SYSTEM CONVERSION PROJECT**

ITEM NO.	DESCRIPTION	QUANTITY	TOTAL BASE BID PRICE
1.	Mobilization/Demobilization	LS	\$ <u>75,000.00</u> Lump Sum
2.	Interior Concrete Construction	LS	\$ <u>60,000.00</u> Lump Sum
3.	Chemical Process Equipment, Piping, and Plumbing	LS	\$ <u>360,000.00</u> Lump Sum
4.	Electrical	LS	\$ <u>200,000.00</u> Lump Sum
5.	Instrumentation & Controls Integration and SCADA Programming	LS	\$ <u>103,000.00</u> Lump Sum
6.	Equipment Demolition	LS	\$ <u>25,000.00</u> Lump Sum
7.	As-Built Drawings and Record Documents	LS	\$ <u>5,000.00</u> Lump Sum
Sub-total			\$ <u>828,000.00</u>
Sales Tax (8.5%)			\$ <u>70,380.00</u>
Total			\$ <u>898,380.00</u>

END OF SECTION



CONTRACT 18-036-WTR-004 CHLORINATION SYSTEM CONVERSION PROJECT

THIS CONTRACT is by and between The City of Anacortes, a Municipal Corporation, hereinafter called OWNER, and Award Construction, Inc., hereinafter called CONTRACTOR. OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents for the Project identified herein.

Article 2. PROJECT

The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows: Chlorination System Conversion Project.

This project consists of construction and installation of equipment for a new liquid chemical feed and storage system including the following:

- Construction of concrete secondary containment walls and equipment pads.
- Installation of chemical storage tanks, pumps, and associated pipes, valves, and appurtenances.
- Installation of instruments, power and signal wiring, and control panels.
- Integration of instrumentation and controls and SCADA programming.
- Construction of an exterior catch basin and buried piping.
- Construction of a concrete vault.
- Paving patching and repairs.
- Selective demolition of existing equipment and piping.
- Equipment testing and assistance during system startup.
- Payment of all associated taxes and fees.

Article 3. ENGINEER

The Project has been designed by HDR Engineering Inc., 929 108th Ave NE, Suite 1300, Bellevue, WA 98004, who is hereinafter called ENGINEER and who is to act as OWNER's representative, assume all duties and responsibilities, and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

Article 4. CONTRACT TIMES

4.1. Time of the Essence.

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.2. Days to Achieve Substantial Completion and Final Payment.

- A. The Work will be substantially completed within 150 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 180 calendar days after the date when the Contract Times commence to run.

4.3. Liquidated Damages.

- A. OWNER and CONTRACTOR recognize that time is of the essence of this Contract and that OWNER will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.2. above, plus any extensions thereof allowed in accordance with Article 11 of the General Conditions. The parties also recognize the delays, expense and loss suffered by the OWNER are difficult and impractical to ascertain. Accordingly, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay OWNER liquidated damages, as calculated by the formula below for each day that expires after the time specified in Paragraph 4.2. for Substantial Completion until the Work is substantially complete.

Accordingly, the CONTRACTOR agrees

1. To pay (according to the following formula) liquidated damages for each working day beyond the number of working days established for physical completion, and
2. To authorize the ENGINEER to deduct these liquidated damages from any money due or coming to the CONTRACTOR.

LIQUIDATED DAMAGES FORMULA

$$LD = \frac{0.15C}{T}$$

where: LD = liquidated damages per working day (rounded to the nearest dollar)
C = original contract amount
T = original time for physical completion

When the contract work has progressed to the extent that the OWNER has full use and benefit of the facilities, both from the operational and safety standpoint, and only minor incidental work, replacement of temporary substitute facilities, or correction or repair remains to physically complete the total contract, the ENGINEER may determine the contract work is substantially complete. The ENGINEER will notify the CONTRACTOR in writing of the substantial completion date. For overruns in contract time occurring after the date so established, the formula for liquidated damages shown above will not apply. For overruns in contract time occurring after the substantial completion date, liquidated damages shall be assessed on the basis of direct engineering and related costs assignable to the project until the actual physical completion date of all the contract work. The CONTRACTOR shall complete the remaining work as promptly as possible. Upon request by the OWNER, the CONTRACTOR shall furnish a written schedule for completing the physical work on the contract. Liquidated damages will not be assessed for any days for which an extension of time is granted. No deduction or payment of liquidated damages will, in any degree, release the CONTRACTOR from further obligations and liabilities to complete the entire contract.

Article 5. CONTRACT PRICE

- 5.1. The total contract price is **Eight Hundred Ninety-Eight Thousand Three Hundred Eighty Dollars (\$898,380.00)**. The CONTRACTOR's bid schedule is incorporated by reference and attached hereto.

Article 6. PAYMENT PROCEDURES

CONTRACTOR shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by OWNER as provided in the General Conditions.

- 6.1. Progress Payments; Retainage. OWNER shall make monthly progress payments on account of the Contract Price on the basis of CONTRACTOR's Applications for Payment as recommended by ENGINEER, during construction as provided in Paragraphs 6.1.1 and 6.1.2 below. All such payments will be measured by the schedule of values established in Paragraph 2.05 of the General Conditions (and in the case of Unit Price Work based on the number of units completed).

- A. Pursuant to RCW 60.28.010, the OWNER will retain five percent of all progress payments as a trust fund for the protection and payment of any person or persons, mechanic, subcontractor, or materialman who performs any labor upon the contract or work hereunder, and all persons who shall supply such person or persons or subcontractors with provisions and supplies for carrying on such work, and the State of Washington with respect to taxes imposed pursuant to Title 82 RCW which may be due from such CONTRACTOR. In the event that during the performance of the Contract and prior to the expiration of the claim period as provided in Chapter 60.28 RCW, the amount retained is reduced to any amount below five percent, then the OWNER shall retain additional sums from monies earned by the CONTRACTOR so as to maintain at all times a five percent retained trust fund, unless otherwise reduced or excused by provisions of Chapter 60.28 RCW.
 - 1. Monies reserved under provisions of Chapter 60.28.011(4) RCW shall be retained in a fund by the OWNER and not subject to withdrawal until after final acceptance of all WORK, or a portion thereof as may be approved by the OWNER.
- 6.2. Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06. of the General Conditions, OWNER shall pay the remainder of the Contract Price as provided in said Paragraph 15.06. Payment of Retainage shall comply with Chapter 60.28 RCW.

Article 7. CONTRACTOR'S REPRESENTATIONS

- 7.1. In order to induce OWNER to enter into this Contract, CONTRACTOR makes the following representations:
- A. CONTRACTOR has thoroughly examined and carefully studied the Contract Documents (including the Addenda listed in Article 9.) and the other related data identified in the Bidding Documents.
 - B. CONTRACTOR has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.
 - C. CONTRACTOR is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance or furnishing of the Work.
 - D. CONTRACTOR accepts the determination set forth in the General and Supplementary Conditions of the extent of the "technical data" contained in such reports and Drawings upon which CONTRACTOR is entitled to rely as provided in Paragraph 4.02 of the General Conditions.
 - E. CONTRACTOR acknowledges that such reports and Drawings are not Contract Documents and may not be complete for CONTRACTOR's purposes.
 - F. CONTRACTOR acknowledges that OWNER and ENGINEER do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Contract Documents with respect to Underground Facilities at or contiguous to the Site.
 - G. CONTRACTOR has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.
 - H. CONTRACTOR does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.
 - I. CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

- J. CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities or discrepancies in the Contract Documents and the written resolution thereof by ENGINEER through issued addendum or addenda is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work. When said conflicts, etc., have not been resolved through interpretation or clarification by ENGINEER, because of insufficient time or otherwise, CONTRACTOR has included in the Bid the greater quantity or better quality of Work, or compliance with the more stringent requirement resulting in a greater cost; and said greater cost is included in the Contract Price.
- K. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- L. Execution of this Agreement by CONTRACTOR is a recognition that the Contract Documents are sufficient to have enabled the CONTRACTOR to determine the Costs of the Work, to enter into this Agreement, and to accomplish the Work for an amount not in excess of the Contract Price within the Contract Time provided for in the Contract Documents. THE FAILURE OF THE CONTRACTOR FULLY TO ACQUAINT ITSELF WITH ANY PROVISION OF THE CONTRACT DOCUMENTS OR OTHER MATTER SHALL NOT IN ANY WAY RELIEVE IT FROM THE RESPONSIBILITY FOR PERFORMING THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, AND FOR THE CONTRACT PRICE AND WITHIN THE CONTRACT TIME PROVIDED FOR IN THE CONTRACT DOCUMENTS.

Article 8. CONTRACT DOCUMENTS

8.1. Contents.

- A. The Contract Documents which comprise the entire Contract between OWNER and CONTRACTOR concerning the Work consist of the following:
 - 1. This Contract.
 - 2. Performance, Payment, and other Bonds.
 - 3. Notice to Proceed.
 - 4. General Conditions.
 - 5. Supplementary Conditions.
 - 6. Specifications as listed in Table of Contents of the Bidding and Construction Documents.
 - 7. Drawings consisting of a cover sheet and sheets with each sheet bearing the following general title:
Water Treatment Plant Improvements Project.
 - 8. Addenda numbers 1 to 2, inclusive.
 - 9. CONTRACTOR's Bid.
 - 10. The following which may be delivered or issued after the Effective Date of the Contract and are not attached thereto:
 - a. All written amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to Paragraph 3.04 of the General Conditions.
 - b. The documents listed in Paragraphs 9.1. et seq. above are attached to this Contract (except as expressly noted otherwise above).
 - c. There are no Contract Documents other than those listed above in this Article 8. The Contract Documents may only be amended, modified or supplemented as provided in Paragraph 11.01 of the General Conditions.

Article 9. MISCELLANEOUS

9.1 Terms.

- A. Terms used in this Contract which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.

9.2. Assignment of Contract.

- A. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.3. Successors and Assigns.

- A. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

9.4. Severability.

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and CONTRACTOR, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Contract in triplicate. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR or identified by ENGINEER on their behalf.

CITY OF ANACORTES

AWARD CONSTRUCTION, INC.

By _____
Laurie Gere, Mayor

By _____

Date _____

Print Name _____

Title _____

Date _____



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning August 27, 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 27, 2018

- Contract Modification: Blue Heron Reservoirs Construction 16-039-WTR-004
- Contract Modification: March Point Road Shoulder Widening Construction Management 15-006-TRN-003
- Ordinance 3027: Extending a Moratorium on Processing Applications for Wireless Facilities and Telecommunications Franchises (Action)
- Memorandum of Understanding with Anancortes School District #103: Community Center (Discussion/Possible Action)

September 4, 2018

September 10, 2018

September 17, 2018

September 24, 2018

October 1, 2018

October 8, 2018

- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)

October 15, 2018

- Review of Budget - Public Works (Discussion)

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Aug 20, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Aug 22, 2018, 5:00 PM, Main Conference Room, City Hall
- Planning, Monday, Aug 27, 2018, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Sep 4, 2018, 8:30 AM, Port of Anacortes
- Public Works, Tuesday, Sep 4, 2018, 5:00 PM, Public Works Director's Office, City Hall
- Skagit County Population Health Trust, Thursday, Sep 6, 2018, 8:30 AM, Mount Vernon
- Planning, Monday, Sep 10, 2018, 5:00 PM, Main Conference Room, City Hall
