



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

March 2, 2020
6:00 p.m.

PRELIMINARY AGENDA

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Finance Committee
 - b. Fiber Committee
 - c. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of February 21, 2020 and February 24, 2020
 - b. Approval of Claims in the amount of: \$362,319.75
 - c. Interlocal #20-084-LEG-001 Cooperative Purchasing Agreement with Snohomish County
6. **Public Hearings**
7. **Other Business**
 - a. * Public Works GIS Demonstration (Discussion)
 - b. * Stormwater Management Program Plan 2020 (Discussion)
8. **Adjournment**

Per Resolution 2044, 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 is committed to making public meetings available and accessible to all members of the community.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning March 9, 2020

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.

March 9, 2020

- Public Hearing: Approval of a Master Permit for Telecommunications Use of Right of Way for City of Anacortes/ACCESS Anacortes Fiber Internet Installation in accordance with AMC Chapter 5.38.040 (Discussion/Possible Action)
- Thompson Train Purchase Proposal (Discussion)
- Comcast Franchise Agreement (Discussion/Possible Action)
- Access - Anacortes Municipal Fiber Update (Discussion/Possible Action)
- Executive Session (30 Minutes) beginning 6:00 p.m. : Potential Litigation or Litigation per RCW 42.30.110 (i)

March 16, 2020

- Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - General Provisions & Review Procedures (Exemptions, Outdoor Recreation and Bikes) (Discussion)

March 23, 2020

- Public Hearing: Ordinance 3065: Sewer Capital Facility Plan Update (Discussion/Possible Action)
- Contract Award: Skagit River Raw Water Pipeline and Clearwell Project #20-048-WTR-001 (Action)

April 6, 2020

- Continued Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - Wetlands and Fish, Wildlife, Habitat Conservation Areas (ACFL & Herons) (Discussion)

April 13, 2020

April 20, 2020

- Continued Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - Geologically Hazardous, Critical Aquifer, Frequently Flooded Areas, and Definitions (Discussion)

April 27, 2020

May 4, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Mar 2, 2020, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Mar 3, 2020, 8:30 AM, Port of Anacortes
- Housing Affordability & Community Services, Thursday, Mar 5, 2020, 1:30 PM, City Hall
- Community Center/Pool, Thursday, Mar 5, 2020, 3:30 PM, Third Floor Conference Room, City Hall
- Planning, Monday, Mar 9, 2020, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Mar 11, 2020, 5:00 PM, Main Conference Room, City Hall
- Fiber, Thursday, Mar 12, 2020, 2:30 PM, Third Floor Conference Room, City Hall
- Public Works, Monday, Mar 16, 2020, 5:00 PM, Main Conference Room, City Hall
- Fiber, Thursday, Mar 19, 2020, 3:30 PM, Third Floor Conference Room, City Hall
- Planning, Monday, Mar 23, 2020, 5:00 PM, Main Conference Room, City Hall



CITY OF ANACORTES

Laurie Gere, Mayor

904 6th Street Anacortes, WA 98221

www.anacorteswa.gov

PRESS RELEASE

CITY OF ANACORTES CORONAVIRUS DISEASE 2019 (COVID-19) ADVISORY INFORMATION

MARCH 2, 2020, ANACORTES, WASHINGTON.

The Coronavirus disease 2019 (COVID-19) is spreading globally and we can expect to see more cases throughout Washington State. It is considered a low health risk in the United States and Washington State at this time. **The City of Anacortes and Skagit County do NOT have any reported cases of the COVID-19 virus at this time.**

The City of Anacortes and the Anacortes Fire Department are actively engaged with our local partners at Island Hospital and Skagit County Public Health as needs for community engagement efforts arise.

“The City of Anacortes, with our local health department and Island Hospital, are focusing on how to slow the spread of COVID-19 and be prepared. Our community has a large population of those who are over the age of 60 and it is known to cause more severe illnesses in those who have underlying medical conditions, therefore we want to especially be cautious. We are preparing to be more proactive rather than reactive to lessen the impact to our region,” says Mayor Laurie Gere.

Island Hospital Chief Executive Officer Charles Hall says, “As of today we are seeing signs of common colds, flu and other illness. We are receiving questions from our community about the coronavirus and are working to ensure these are answered. Island Hospital has been working closely with the region’s public health departments and has been consistently utilizing CDC-directed protocols to care for those who may show signs and symptoms of respiratory illness. At this time we are not caring for any patients who are being tested for, or have been diagnosed with coronavirus. Island Hospital is committed to doing all we can to care for our community and keep our residents informed.”



ISLAND
HOSPITAL





CITY OF ANACORTES

Laurie Gere, Mayor

904 6th Street Anacortes, WA 98221

www.anacorteswa.gov

WHAT CAN PEOPLE DO TO HELP?

We are taking this opportunity to remind our residents that it is always prudent to take precautionary measures to minimize risk exposure or slow the impacts of the virus.

Here are some simple steps you can take to reduce risk for spread of the virus:

- increase handwashing and use of alcohol-based sanitizer;
- improve respiratory hygiene/cough etiquette;
- avoid touching surfaces and then touching your face;
- enhance social distancing (>6 feet);
- frequently clean and disinfect high-touch and common surfaces; and
- remain home through the duration of respiratory illnesses.

The Washington State Department of Health has established a call center to address questions from the public. If you have any questions about what is happening in Washington State, how the virus is spread, and what to do if you have symptoms, please call (800) 525-0127 and press the # key.

Please follow our Facebook Page for alerts: [Anacortes Fire Department Facebook](#)
Skagit County Public Health: [Novel Coronavirus Information](#)



ISLAND
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Minutes

City of Anacortes Council-Staff Retreat

February 21, 2020

Welcome & Introductions

At 8:30 a.m. Mayor Gere called the meeting to order. Councilmember Jeremy Carter, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Matt Miller were present. Councilmember Ryan Walters was absent. [Mr. Walters joined the meeting at approximately 11:30 a.m.]

The mayor welcomed the Council and department heads to the meeting. The advertised meeting was open to the public but no members of the general public were present at the opening session.

Retreat Objectives/Agenda Review

Human Resources Director Vanessa Bronsema facilitated the meeting. She reviewed the objectives for the retreat and the agenda for the day, referring to her slides which were added to the packet materials for the meeting.

Discussion Guidelines

Ms. Bronsema reviewed the roles of the attendees and offered guidelines for productive and cordial discussion.

Introductions

Participants introduced themselves: Don Measamer, Planning Director; Jeremy Carter, Councilmember from Ward 3; Carolyn Moulton, Councilmember Position 6; Steve Hoglund, Finance Director and City Clerk-Treasurer; Christine Cleland-McGrath, Councilmember from Ward 2; Emily Schuh, Administrative Services Director; Matt Miller, Councilmember, Position 4; Bret Lunsford, Museum Director; Laurie Gere, Mayor; Bruce McDougall, Councilmember, Position 5 David Oliveri, Fire Chief; Fred Buckenmeyer, Public Works Director; Ruth Barefoot, Library Director; Anthony Young, Councilmember, Position 7; Darcy Swetnam, City Attorney; Jonn Lunsford, Parks & Recreation Director; John Small, Police Chief; and Vanessa Bronsema, Human Resources Director.

Legal Presentation: Roles & Responsibilities

City Attorney Darcy Swetnam reviewed the roles and responsibilities of both elected officials and staff and the statutes pertaining to city governance. Ms. Swetnam's slide presentation was added to the packet materials for the meeting.

- The group agreed that future discussion was warranted to establish agreed upon procedures for responding to citizen communications to all councilmembers and subsequent responses in conformance with the OPMA, and coordinated retention of those public records.
- Mr. Young requested future discussion of conveying committee discussions to Council as a whole.

Mayor Gere called a scheduled 15-minute break in the proceedings.

Department Director Presentations: Goals, Challenges, and Priorities in 2020

Each department head summarized the goals, challenges and priorities of his or her department. All slide presentations, videos and handouts were added to the packet materials for the meeting. The presentation order was:

- Parks and Recreation Director Jonn Lunsford
- Museum Director Bret Lunsford
- Library Director Ruth Barefoot
- Planning, Community and Economic Development Director Don Measamer
- Administrative Services Director Emily Schuh

Councilmember Ryan Walters joined the meeting at 11:30 a.m. Richard Walker from the *Anacortes American* joined the meeting at 11:35 a.m.

- City Attorney Darcy Swetnam
- Fire Chief David Oliveri
- Police Chief John Small
- Public Works Director Fred Buckenmeyer

Due to time constraints, Human Resources Director Vanessa Bronsema invited participants to refer to her materials in the meeting packet.

- Mr. Young requested future discussion about expanding Parks and Recreation offerings for seniors
- Mr. McDougall requested expanding the number of searchable characteristics stored for building permits scanned into Laserfiche and made available on the public electronic document portal
- Mr. Young requested regular updates from staff on building activity
- Mr. Young requested that Chief Oliveri provide a call breakdown in support of his presentation
- Mr. Young requested future discussion of law enforcement mental health resources

Working Lunch/Finance Department Presentation

Participants collected bag lunches and returned to their seats. Finance Director Steve Hoglund shared a video of his department's presentation during the working lunch.

2021-2020 Budget Process Preview

Finance Director Steve Hoglund asked councilmembers to consider how best to achieve effective community involvement in the development of the next biennial budget. He reviewed the results of the 2015 budget survey which had been presented at the City Council retreat in spring of 2015 for the 2016 budget and said staff anticipated repeating a survey in 2020 prior to holding a full-day budget retreat.

Mr. Miller supported the survey and suggested restructuring the final question to force the public to rank topics. He also urged councilmembers to seek budget input directly from constituents. Mr. Walters questioned using surveys for which the data is not statistically valid; he preferred soliciting free responses from the public. He did support repeating the survey for the seven current councilmembers. Ms. Cleland-McGrath suggested soliciting input from the Chamber of Commerce, service clubs, school district administration, and other organized community groups. She urged publishing the survey in the *A-Town* magazine so all readers would have an opportunity to participate. Ms. Moulton supported small group sessions in various locations around town, and also a special public meeting in Council Chambers specifically to solicit budget input. Mr. Young supported holding a Council study session to focus on budget priorities. Mr. Walters suggested calling such meetings Listening Sessions, and suggested locations besides the City Council chambers. Mr. Miller said he found the scatter gram plot from the 2015 survey to be useful even if not statistically valid. Ms. Moulton suggested a framework to focus public responses. Mr. Hoglund thanked Council for its input and said the Finance Committee would begin mapping out a strategy at its next meeting. Ms. Cleland-McGrath suggested that each department present three budget requests (both one-time projects and ongoing services), then ask the community to rank them

and add their own. Ms. Schuh reminded that ongoing essential services need to be included because they need to be prioritized also.

Internal Business Processes & Communication

Ms. Bronsema facilitated a discussion of best means for communicating internally to efficiently achieve the city's business. She presented potential areas for improvement that had been identified in her individual interviews with both department heads and councilmembers.

Mr. Walters said Agenda Bill should provide a summary of the packet materials for the agenda item, so councilmembers are prepared in the meeting. He asked that *every* agenda item including informational presentations have an agenda bill in the packet, so that both Council and the public can pick one up without prior exposure and have the critical information at hand. Ms. Cleland-McGrath asked that agenda bills include links to prior discussions and resources. Councilmembers asked for BARS titles as well as numbers. Ms. Moulton asked to know more information about funding sources and funding impacts for proposed actions. Mr. Walters suggested issue tracking through some sort of coding on all documents related to an issue.

- Finance Committee was tasked with reviewing the agenda bill and proposing revisions. Mr. Walters requested making the Agenda Bill into a Laserfiche form to track routing and approvals.

Mayor Gere asked for ways to minimize councilmembers putting directors on the spot during Council meetings, and staff putting Council on the spot with insufficient information to make decisions. Mr. Miller said his practice is always to call or email directors prior to the meeting with questions. Mr. Walters said it was unrealistic to expect directors to have all the information and suggested that they bring their staff who are familiar with the issue. Mr. Young observed there is value to the public in being able to see, in a public setting, that Council is doing its due diligence by asking for information and staff is doing its due diligence by providing that information. Mr. Walters suggested that agendas indicate when public comment is *not* appropriate, rather than when it is.

Councilmembers and staff discussed the value of committee meetings and brainstormed means of sharing information from committee meetings with the full Council. Mr. Miller suggested that each committee have a chair responsible for reporting to the full Council, and that committee reports clearly identify items that will come before full Council for action.

Museum Director Bret Lunsford asked which sources of information councilmembers found most useful to prepare them to consider and make decisions. Councilmembers identified Agenda Bills, committee work and reports, additional topic reports from staff, and citizen input.

External & Community Communication Strategies

Ms. Bronsema shared areas for improvement identified in her interviews with staff and councilmembers. Mayor Gere said the lack of a single person assigned full time to communication and the city website has been repeatedly identified as a challenge. Mr. Walters suggested that public expectations are for immediate electronic access to current information. Ms. Cleland-McGrath urged agreeing on a consistent, positive means of communicating with the public and supported the notion of having a single staff person managing those efforts. Ms. Moulton echoed Ms. Cleland-McGrath's comments. Mr. Walters urged continued focused discussion and problem identification prior to selecting a solution.

There being no further business, at approximately 3:30 p.m., Mayor Gere adjourned the meeting.

City Council Minutes – February 24, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of February 24, 2020 at 6:00 p.m. Councilmembers Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Matt Miller were present. Councilmember Jeremy Carter was absent.

The assembly joined in the Pledge of Allegiance.

Mr. McDougall moved, seconded by Mr. Young, to excuse the absence of Mr. Carter. The motion carried unanimously by voice vote.

Announcements and Committee Reports

Parks & Recreation Committee: Ms. Moulton reported from the committee meeting the prior week. She elaborated on topics discussed including: the ACFL Plan which would come to Council in a couple of months; Parks Impact Fees under review by staff for eventual presentation to Council; the Grand View cemetery expansion Conditional Use Permit that would go before the Planning Commission on March 11 and then on to City Council; potential changes to the sailing program; the Smiley's Bottom Management Program which had been commented on by the Washington State Department of Ecology and would involve more public process later in the year; the Mt. Erie cell tower lease to PSE which was up for renewal; the Depot restroom project which was anticipated to be completed during the summer; and the completed Washington Park boat launch which would be celebrated with Senator Liz Lovelett later in the summer after the close of the legislative session.

Community Center/Pool Committee: Mr. Young reported from the twice-monthly committee meeting the prior week. He reported that the city and the Pool Commission were nearing a final draft of an MOU, noted that the pool desired to remain operational during any construction, said all options and the timeline were being discussed, and concluded that the committee was exploring options to get the most for the community with the resources available. Mayor Gere added that the joint committee's wish list of program elements had been forwarded to an architect for cost estimates.

Planning Committee: Mr. Walters reported from the committee meeting earlier in the evening. Those present discussed the public meeting scheduled for February 25, 2020 in the City Council chambers regarding the bonus height provision in the R4 zone. Mr. Walters indicated that the Planning Committee would move ideas forward for public process before the full City Council. He said that the committee also discussed the Port of Anacortes redevelopment plan that would be presented later on the agenda and the need for more Class A office space in town.

Public Comment

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

Consent Agenda

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

- a. Minutes of February 18, 2020
- b. Approval of Claims in the amount of: \$309,980.48
- c. Contract Modification: WWTP Generator 7-912 Panel Rebuild #20-024-ERR-001
- d. Contract Award: Ambulance Purchase #20-070-ERR-001
- e. Contract Award: Pass Lake 10" Waterline #20-071-WTR-001

The following vouchers/checks were approved for payment:
EFT numbers: 96356 through 96396, total \$149,300.09
Check numbers: 96397 through 96403, total \$99,820.80
Wire transfer numbers: 264147 through 264393, total \$38,662.83

OTHER BUSINESS

Contract Award: Skagit River Raw Water Pipeline and Clearwell Project – Construction Management #20-048-WTR-002

Public Works Director Fred Buckenmeyer requested City Council consent to award a contract in the amount of \$387,800.00 to HDR Engineering, Inc. to perform the pre-design for the Skagit River Raw Water Pipeline and Clearwell project.

Mr. Miller requested more detail on the funding sources for the project. Finance Director Steve Hoglund explained that cash available for capital projects in the Water Fund would be used to begin the project, pending a bond issue and/or loan funding later in the year when better cost estimates were available.

Mr. Miller moved, seconded by Ms. Moulton, to authorize the Mayor to sign contract 20-048-WTR-002 with HDR Engineering, Inc. in the amount of \$387,800.00 to perform the Skagit River Raw Water Pipeline and Clearwell Project - Construction Management. Vote: Walters, Cleland-McGrath, Moulton, McDougall, Miller and Young. Motion carried.

Port of Anacortes Northwest Basin Redevelopment Plan Presentation

Planning Director Don Measamer introduced Port of Anacortes Executive Director Dan Worra to present the Port's Cap Sante North & West Basin Upland Redevelopment plan. Mr. Measamer briefly summarized the city's involvement in the project including permitting and other items in accordance with the MOU between the Port and the City dated September 7, 2018.

Mr. Worra summarized the plan, referring to his slide presentation which was added to the packet materials for the meeting. He discussed the longtime goal of developing the site for the community, including a much-needed event center. Mr. Worra reviewed the proposed site plan. He introduced the Port's project architect, Jeff McClure, from RMC Architects. Mr. McClure presented the plan for the event center in more detail. Mr. Worra then presented the parking plan for the center and discussed the parking studies feeding into that plan. He concluded by listing future land transactions associated with the plan, including an application to vacate 9th Street and R Avenue, incorporating city and port land into a new Jim Rice Plaza, dedication of realigned 9th Street, dedication of a new Market Street intersection, and potential dedication of Market Street.

Mr. Worra and Mr. McClure responded to councilmember questions about the size of the proposed event center, its timeline, funding sources, connectivity to the central business district, parking demand, conference facilities, green building features, location of Port offices, and the series of land transactions proposed by the Port. Councilmembers and Mayor Gere all emphasized the importance of connecting any marina event center to the central business district.

Mayor Gere invited members of the audience to comment on this agenda item. Given the number of audience members present, she asked speakers to limit their comments to three minutes each. The mayor called speakers to the microphone in the order in which they had signed up to speak.

Ruth Hunter identified herself as an Anacortes citizen and a marina tenant. Ms. Hunter asked audience members who wished to express concern over the Port's Marina redevelopment plans to briefly stand up. [Many people

stood.] Ms. Hunter said that over 100 online signers had also expressed concern about the proposal; she provided a list of the names of petition signers for the record. Ms. Hunter read from her prepared statement regarding her concerns; her statement was made part of the record. She focused on the expense of the proposed expense center, preserving the RV park and the dog park, marina parking, noise in the marina, increased foot traffic and security risk on the piers, deferred dock maintenance, and redundancy with event center space in the Merlino development on R Avenue. Ms. Hunter asked the City and the Port to pause and seek new input from a broad cross-section of citizens and marina tenants regarding the highest and best use of the valuable property.

Mary LaFleur, who served on the Port's advisory committee, said that the property in question was donated by the Demopoulos family for marine use and it should stay marine use. Ms. LaFleur praised the beautiful building design but said it didn't belong in the marina. She urged the Port and City ask the public what they would like to see on the site. She said the Port was going to ruin the marina it built to bring boaters to Anacortes.

John Gerner spoke as a marina tenant. He expressed concern about insufficient parking for marina tenants and the impact on city policing and traffic control costs due to an expanded event center. He also spoke to a need for greater security, noting that thefts from the slips and boats would only get worse as more people were drawn to the marina by the event center.

Ron Kohler spoke not as a marina tenant but as a citizen in the Port District who pays taxes that support the marina. Mr. Kohler expressed concern about parking and argued that the marina does not offer public water access to the taxpayers, only to marina tenants. He suggested that the proposed RV park would increase security problems on the site. Mr. Kohler urged councilmembers not to vacate the streets requested by the Port because it wouldn't do that for a private developer. He agreed it would be good to have a better event center in town than the Transit Shed but said the proposed building would be mostly Port offices.

John Byrd had signed up to speak but declined to comment.

Dean Felthous had signed up to speak but declined to comment.

Sally Kruse had signed up to speak but declined to comment.

George Oram had signed up to speak but declined to comment.

Ron Rosenburger had signed up to speak but declined to comment.

Scott Fultz had signed up to speak but declined to comment.

Mac Madenwald had signed up to speak but declined to comment.

Andy Hines had signed up to speak but declined to comment.

Carol Ann Sinclair, 1304 32nd Street, identified herself as both a boater and an Anacortes homeowner. Ms. Sinclair said that Anacortes is the gateway to the San Juan Islands and that if the islands knew what was being proposed, they'd show concern. Ms. Sinclair said it was very distressing that so much money had been spent on the plan without involving the public. She went on record as opposing the plan.

Gary Molyneaux expressed concern about the lack of cultural resource strategy and said he was please to hear councilmembers emphasize connectivity. Mr. Molyneaux said the plan hadn't thought through urban design which is all about wayfinding and pedestrianism. He said he had studied the memorandum of agreement in the packet and called it woefully inadequate. Mr. Molyneaux suggested that the MOU should define connectivity

and add urban design. He praised the building design but did not support the retail spaces on the west side, urging instead views through the building to the water.

Keiko McCracken spoke as a parent and supported the proposed plan which, alongside the new high school and potential community center, was exciting for families and young people in Anacortes.

Steve Tiefisher of Steve's Yacht Repair expressed concern that Anacortes was headed towards developing like Coeur d'Alene, Idaho with too many changes making it not the town people moved here for. Mr. Tiefisher argued that the Port's purpose was to support small business but that the Port wasn't doing that, it was creating tourist attractions instead. He said residents don't want to bring more people to town, they want to preserve what they have.

No one else present wished to address the Council on this topic.

Mr. Walters requested additional discussion of specific facets of the Port's plan. Mayor Gere suggested that the Planning Committee develop a work plan for moving forward. Mr. Measamer agreed that the Planning Committee could come up with some ideas on pedestrian connectivity and report back to the full Council.

There being no further business, at approximately 8:40 p.m. the Anacortes City Council meeting of February 24, 2020 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 March 2, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
264432	11/14/2019	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 10/4-11/5/19 CORRECTION	\$ 4,186.41	parks1
264550	12/9/2019	SW-19-352	OSPINSIGHT INTERNATIONAL, INC	WEB 9 VIEW LICENSE #1, FEB 18, 2020 -	\$ 19,788.00	fiber
264855	12/13/2019	01-59876	CUMMINS, INC.	TROUBLESHOOT BROKEN FUSE WIRE- #2910A	\$ 1,081.57	dshop
264713	12/30/2019	B11093177	SHI INTERNATIONAL CORP.	WINDOWS OS FOR FIBER SERVERS	\$ 8,804.87	infosys
264867	1/13/2020	400002353946	PUGET SOUND ENERGY INC	PUGET SOUND ENERGY TSUNAMI SIREN SKYLINE	\$ 611.12	pw1
262927	1/13/2020	1997027	WASHINGTON TRACTOR, INC	BRUSHCUTTER	\$ 565.20	dshop
264549	1/20/2020	9314172089	GRAYBAR ELECTRIC COMPANY, INC	MST W/1X4 SPLITTER, 1250-FT TAIL	\$ 1,312.88	fiber
264427	1/24/2020	RefundGoldstein	GOLDSTEIN, TERESA	REFUND RENTAL DEPOSIT FOR DEPOT	\$ 500.00	parks1
264548	1/27/2020	9314281682	GRAYBAR ELECTRIC COMPANY, INC	DROP CABLES (400, 600 & 800 FT LENGTHS)	\$ 12,024.39	fiber
264814	1/28/2020	11110208361	FERRELLGAS, LP	PROPANE - WA PARK BATHHOUSES	\$ 145.15	parks1
264546	1/29/2020	S6920613.001	CODALE ELECTRIC SUPPLY, INC.	VAULTS FOR SPLITTER CABINETS	\$ 8,092.26	fiber
264697	1/29/2020	ReimbWalsh	WALSH, NICHOLAS	YAKIMA DISPATCH - SUBSISTENCE	\$ 41.00	medic
264466	1/31/2020	347	BOYS & GIRLS CLUBS	JANUARY - LUNCH PROGRAM SERVICE PROVISION	\$ 380.00	finance
264625	2/1/2020	20200301	CHOWANEC, WILLIAM	STA 3 RENT - MARCH	\$ 2,235.00	medic
264866	2/1/2020	GB00100301	TRANSAMERICA LIFE INS CO	FEBRUARY, LEOFF LONG-TERM CARE INSURANCE	\$ 634.98	hr
264543	2/5/2020	ReimbGere	GERE, LAURIE	PER DIEM GERE 2/4	\$ 116.40	executive
264544	2/5/2020	ReimbHolden	HOLDEN, ALEXANDRA	PER DIEM HOLDEN	\$ 60.00	executive
264561	2/5/2020	ReimbSchuh	SCHUH, EMILY	TRAVEL EXPESNES ES	\$ 60.00	admsrv
264859	2/5/2020	1679854350	WILSON DDS, NICHOLAS J	DENTAL SERVICES, LEOFF1 RETIREE	\$ 173.00	hr
264848	2/6/2020	43877626	INGRAM LIBRARY SERVICES, LLC	YA BOOKS	\$ 561.13	publib
264850	2/6/2020	43877625	INGRAM LIBRARY SERVICES, LLC	YA BOOKS	\$ 11.77	publib
264874	2/6/2020	30948	MIKE HAWKINGS TRUCKING, LLC	HEAVY HAUL OF DEPOT BOXCAR	\$ 1,400.00	pkrec
264545	2/6/2020	0221	MORITZ, DIANE	BOXES AND BEARS CLAIM	\$ 6,700.00	pw1
264703	2/6/2020	0153349-IN	PUMPTECH, INC	FLOW METER SEAL GUARD	\$ 763.21	dwtp
264032	2/7/2020	582	AQUA-TERR SYSTEMS INC	VOLUNTEER PARK DOCUMENT EDITS	\$ 321.75	parks1
264705	2/7/2020	11830692	HACH COMPANY	FLOW REGULATOR	\$ 106.80	dwtp
264851	2/7/2020	43891116	INGRAM LIBRARY SERVICES, LLC	JUVENILE BOOKS	\$ 806.74	publib
264865	2/7/2020	972744	LIFE ASSIST, INC	LARYNGOSCOPE HANDLE	\$ 160.40	medic
263917	2/7/2020	S20205139	SUPERIOR SYSTEMS, INC	SUPER SACK HOPPER	\$ 5,148.33	dwtp
264417	2/7/2020	2007351	WASHINGTON TRACTOR, INC	REPLACEMENT BROOM, SPRING TINE SET- #420	\$ 527.21	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
264426	2/8/2020	114833	LAKESIDE INDUSTRIES, INC.	GRAVEL - ACFL	\$ 112.20	parks1
264428	2/10/2020	S3745696.001	BUILDERS' HARDWARE & SUPPLY	RESTOCK OF BLANK KEYS FOR VARIOUS DEPARTMENTS	\$ 1,460.79	pwfac
264366	2/10/2020	AN 71064	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 91.56	medic
264420	2/10/2020	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 1/8-2/5/20	\$ 4,474.19	parks1
264538	2/10/2020	300000300008	PUGET SOUND ENERGY INC	WWTP 1/8-2/5/20	\$ 22,345.20	dwwtp
264861	2/11/2020	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 1/15 - 2/10/20	\$ 162.85	medic
264856	2/11/2020	1255576864	GRAY, MATTHEW	DENTAL SERVICES. LEOFF1 RETIREE	\$ 210.00	hr
264698	2/11/2020	9502235737	TELEFLEX LLC	EZ-IO POWER DRIVER	\$ 335.34	medic
264212	2/12/2020	212142-5	BIRCH EQUIPMENT CO., INC	TRENCHER, WALK BEHIND TRACK	\$ 273.43	wdist
264392	2/12/2020	AN 71120	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 14.85	medic
264354	2/12/2020	20-04541	EDGE ANALYTICAL, INC	LAB TESTING	\$ 104.55	dwwtp
264849	2/12/2020	43945082	INGRAM LIBRARY SERVICES, LLC	JUVENILE BOOKS	\$ 38.41	publib
264853	2/12/2020	43945083	INGRAM LIBRARY SERVICES, LLC	ADULT BOOKS	\$ 933.15	publib
264827	2/12/2020	ReimbScholten	SCHOLTEN, JOSHUA	TRAINING PER DIEM; SCHOLTEN WSP DRAEGER REFRESHER	\$ 16.00	apd
264364	2/13/2020	1991629080	ARAMARK	STA 1 MAT/MOP SERVICE: 2/13	\$ 21.74	medic
264422	2/13/2020	ReimbBerg	BERG, JUSTEN	SUBSISTENCE - EDMONDS BOAT PROJECT	\$ 20.00	medic
264690	2/13/2020	ReimbBrown	BROWN, CHRISTOPHER	SUBSISTENCE REMIMBURSEMENT - BOAT	\$ 20.00	medic
264424	2/13/2020	ReimbDavis	DAVIS, ERIC	SUBSISTENCE - EDMONDS BOAT PROJECT	\$ 20.00	medic
264409	2/13/2020	0848431	FERGUSON ENTERPRISES, INC	REG UNIV 1.5-2 OMT2C2 REPL METER	\$ 374.85	wdist
264706	2/13/2020	11838262	HACH COMPANY	FLOW REGULATOR	\$ 70.47	dwwtp
264394	2/13/2020	974305	LIFE ASSIST, INC	PEEP VALVE, RESUSCITATOR	\$ 350.49	medic
264423	2/13/2020	ReimbLucas	LUCAS, TRISTAN	SUBSISTENCE - EDMONDS BOAT PROJECT	\$ 20.00	medic
264701	2/13/2020	76914805	MCKESSON MEDICAL-SURGICAL	PHARMACEUTICALS	\$ 63.46	medic
264419	2/13/2020	ReimbMonrad	MONRAD, STEVEN	SUBSISTENCE - EDMONDS BOAT PROJECT	\$ 20.00	medic
264425	2/13/2020	ReimbOliveri	OLIVERI, DAVID	SUBSISTENCE - EDMONDS BOAT PROJECT	\$ 20.00	medic
264695	2/13/2020	300000290027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 1/8-2/5/20	\$ 3,413.40	dwwtp
264554	2/14/2020	3102-22002053	FCS GROUP	SOLID WASTE COLLECTION ANALYSIS - THROUGH 2/14/20	\$ 717.50	pw1
264395	2/14/2020	974386	LIFE ASSIST, INC	ASSORTED EXAM GLOVES	\$ 478.28	medic
264873	2/14/2020	199005	SETINA MANUFACTURING CO INC	BLAC-RAC #008B	\$ 524.16	dshop
264704	2/14/2020	20000174 RI 05700	VEOLIA ENVIRONMENTAL SERVICES	MICROSAND 6 SUPERSACKS	\$ 3,527.32	dwwtp
264471	2/15/2020	115420	LAKESIDE INDUSTRIES, INC.	GRAVEL- POLICE DEPT GENERATOR PAD #9-911	\$ 242.58	dshop
264472	2/15/2020	115469	LAKESIDE INDUSTRIES, INC.	EZ STREET ASPHALT- WATER DEPT	\$ 1,017.12	wdist
264841	2/15/2020	254537	LEADSONLINE, LLC	LEADSONLINE INVESTIGATION SYSTEM SERVICE (4/15/20-4/14/2021)	\$ 1,668.00	apd
264343	2/17/2020	1991632804	ARAMARK	LAUNDRY SERVICES	\$ 76.31	dwwtp

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
264700	2/17/2020	INV/2020/1581	BRANOM INSTRUMENT CO .INC	SIEMENS MAGFLO METERS TESTING	\$ 5,370.75	dwtp
264467	2/17/2020	8498 30 017 0543538	COMCAST	DEPOT 611 R AVENUE - 2/22-3/21/20	\$ 186.15	parks1
264357	2/17/2020	L877022	CORE & MAIN LP	WATER INVENTORY PARTS	\$ 674.83	wdist
264408	2/17/2020	WABUR218145	FASTENAL COMPANY	NUTS, BOLTS RESTOCK	\$ 27.73	dwtp
264707	2/17/2020	11841417	HACH COMPANY	FLOW REGULATOR	\$ 70.47	dwtp
264415	2/17/2020	MV229342	MOTOR TRUCKS, INC	MARKER LIGHT- #220	\$ 93.29	dshop
264416	2/17/2020	0246314-IN	SIRENNET.COM	LIGHTBAR #043A & DASH MOUNT EMITTER- #211A	\$ 3,615.41	dshop
264836	2/17/2020	200169	T-SHIRTS BY DESIGN	PATROL HATS	\$ 326.10	apd
264847	2/18/2020	0000791	CITY OF BURLINGTON	ENVISIONWARE ANNUAL FEE	\$ 449.25	publib
264862	2/18/2020	WAANA123761	FASTENAL COMPANY	SAFETY GLASSES, BATTERIES, HEADLAMP	\$ 38.98	medic
264834	2/18/2020	015042411	GALLS, LLC.	UNIFORM SHIRTS; CORP FARRELL	\$ 155.64	apd
264547	2/18/2020	9314645785	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC CABLES (12 FIBERS & 96 FIBERS)	\$ 11,497.28	fiber
264414	2/18/2020	001-458224	PISTON SERVICE OF ANACORTES	TBOLT CLAMP- #608	\$ 16.36	dshop
264553	2/18/2020	713	POHLI, INC	2020 WTP LAB EQUIPMENT PREVENTATIVE MAINTENANCE	\$ 2,697.92	dwtp
264559	2/19/2020	00-2019-240 - 4	ALTA PLANNING AND DESIGN, INC	COMMERCIAL AVE CORRIDOR PLAN - 11TH ST TO 13TH ST DESIGN - THROUGH 1/31/20	\$ 18,864.55	pw1
264474	2/19/2020	795 700 0000 4	CASCADE NATURAL GAS CORP.	CITY HALL 1/22-2/18/20	\$ 913.46	finance
264475	2/19/2020	440 400 0000 0	CASCADE NATURAL GAS CORP.	FIDALGO CENTER 1/22-2/18/20	\$ 616.98	parks1
264477	2/19/2020	912 800 0000 0	CASCADE NATURAL GAS CORP.	CARNEGIE 1/22-2/18/20	\$ 368.63	museum
264478	2/19/2020	199 800 0000 4	CASCADE NATURAL GAS CORP.	703 R AVENUE 1/22-2/18/20	\$ 140.56	museum
264480	2/19/2020	710 300 0000 5	CASCADE NATURAL GAS CORP.	OPERATIONS: 01/22- 02/18/2020	\$ 525.75	dshop
264536	2/19/2020	989 800 0000 8	CASCADE NATURAL GAS CORP.	WWTP 1/22-2/18/20	\$ 13.00	dwwtp
264714	2/19/2020	169 400 0000 9	CASCADE NATURAL GAS CORP.	STA 2: 1/22 - 2/18/20	\$ 160.58	medic
264715	2/19/2020	674 400 0000 7	CASCADE NATURAL GAS CORP.	STA 1: 1/22 - 2/8/20	\$ 163.08	medic
264817	2/19/2020	917 600 0000 9	CASCADE NATURAL GAS CORP.	915 13TH ST. 1/22-2/18/20	\$ 90.55	parks1
264818	2/19/2020	638 000 0000 0	CASCADE NATURAL GAS CORP.	411B HILLCREST DR. 1/22-2/18/20	\$ 99.72	parks1
264820	2/19/2020	538 000 0000 1	CASCADE NATURAL GAS CORP.	411 HILLCREST DR. 1/22-2/18/20	\$ 58.86	parks1
264838	2/19/2020	038 200 0000 2	CASCADE NATURAL GAS CORP.	APD 1/22-2/18/20	\$ 805.92	apd
264854	2/19/2020	154 700 0000 9	CASCADE NATURAL GAS CORP.	LIBRARY 1/22-2/18/20	\$ 1,136.93	publib
264694	2/19/2020	92838866	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,864.67	dwtp
264551	2/19/2020	1200249236	HDR ENGINEERING, INC	SANITARY SEWER STORAGE STUDY - 12/29/19-2/1/20	\$ 19,498.49	pw1
264541	2/19/2020	#09_FEB2020	KUHNLEIN, LISA	HEADSHOTS	\$ 262.51	executive
264468	2/19/2020	MV229512	MOTOR TRUCKS, INC	RED TAIL LIGHT ASSEMBLY- #159	\$ 46.50	dshop
264469	2/19/2020	MV229478	MOTOR TRUCKS, INC	BRAKE DRUMS, SHOES, AIR VALVE- #512	\$ 376.63	dshop
264470	2/19/2020	MV229491	MOTOR TRUCKS, INC	BRAKE DRUMS, SHOES- #512	\$ 1,015.12	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
264689	2/19/2020	MV229547	MOTOR TRUCKS, INC	CAB RACK, PU TOOL BOX #186	\$ 1,878.80	dshop
264709	2/19/2020	0247957	REISNER DISTRIBUTOR INC	OILS, GREASE ETC FOR STOCK	\$ 5,809.04	dwtpt
264710	2/19/2020	0249482	REISNER DISTRIBUTOR INC	DRUM	\$ 2,309.33	dwtpt
264476	2/19/2020	13755	RICK'S REFRIGERATION, INC.	REFRIGERATOR REPAIR @ ASAC	\$ 135.88	pwfac
264693	2/19/2020	195390	SCOTT RICHARDS INSURANCE, INC	DOCK & BOAT POLICY #OMH34847902020 2/14/20-2/14/2021	\$ 13,542.00	finance
264418	2/19/2020	ReimbSwan	SWAN, SHARON	REIMBURSEMENT FOR AMAZON PERSONAL GIFT CARD DEDUCTION ON DOC #263715	\$ 127.93	medic
264708	2/19/2020	331 05058449	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 87.89	dwtpt
264696	2/19/2020	48488103	UNIVAR USA INC	FLUORIDE 5 BAGS	\$ 257.69	dwtpt
264431	2/19/2020	ContractVeal	VEAL, JANICE	PAYMENT TO INSTRUCTOR FOR ART CAMP	\$ 1,073.00	pkrec
264481	2/20/2020	1991638906	ARAMARK	OPS: MAT CLEANING	\$ 41.63	dshop
264539	2/20/2020	1991638905	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	\$ 79.82	finance
264837	2/20/2020	1991638897	ARAMARK	APD NYLON MATS CLEANED	\$ 16.31	apd
264719	2/20/2020	276379	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 739.99	pwfac
264840	2/20/2020	IS-0377	CITY OF MOUNT VERNON	NET MOTION SERVICES; 2020 WIRELESS SERVICES	\$ 7,939.45	apd
264830	2/20/2020	015074478	GALLS, LLC.	UNIFORM BOOTS; CSO WOLFSWINKEL	\$ 122.29	apd
264833	2/20/2020	015065546	GALLS, LLC.	UNIFORM PANT; CAPT FLOYD	\$ 62.34	apd
264562	2/20/2020	12440	HOW IT WORKS, INC	A-TOWN BUDGET EDITION	\$ 7,369.86	executive
264627	2/20/2020	MV229563	MOTOR TRUCKS, INC	FUEL FILTERS VEH #222	\$ 252.42	dshop
264628	2/20/2020	MV229606	MOTOR TRUCKS, INC	KIT INLET THROTTLE 203	\$ 502.92	dshop
264552	2/20/2020	3764	NW CLEANERS	JANITORIAL SERVICES - FEBRUARY 2020	\$ 4,539.00	pw1
264534	2/20/2020	001-458433	PISTON SERVICE OF ANACORTES	BRACKETED CALIPERS #028A	\$ 227.57	dshop
264535	2/20/2020	001-458401	PISTON SERVICE OF ANACORTES	SPARK PLUG #6901	\$ 2.04	dshop
264692	2/20/2020	001-458400	PISTON SERVICE OF ANACORTES	BATTERY VEH #222	\$ 521.54	dshop
264871	2/20/2020	001-458399	PISTON SERVICE OF ANACORTES	AIR FILTER- SHOP INVENTORY	\$ 110.46	dshop
264479	2/20/2020	ContractRoberts	ROBERTS, SUSAN	PAYMENT FOR ART CAMP INSTRUCTOR	\$ 1,073.00	pkrec
264473	2/20/2020	111903	WALTON BEVERAGE COMPANY, INC	OPS: BREAK ROOM SUPPLIES	\$ 150.76	dshop
264540	2/20/2020	111901	WALTON BEVERAGE COMPANY, INC	CITY HALL BREAK ROOM SUPPLIES	\$ 105.00	finance
264875	2/20/2020	R03249	WHELEN ENGINEERING CO INC	LIGHT DECK REPAIRS- #042	\$ 146.75	dshop
264831	2/21/2020	015075940	GALLS, LLC.	UNIFORM SHIRTS AND JACKET; NEW OFC SCHOLTEN	\$ 587.37	apd
264832	2/21/2020	015075874	GALLS, LLC.	UNIFORM PANT; OFC TREVINO	\$ 59.77	apd
264852	2/21/2020	U2016007958	HB JAEGER	BLACK POLYWRAP, MJ REDUCER IMP	\$ 273.01	wdist
264556	2/21/2020	19-100-WTR-0011	LARRY BROWN CONSTRUCTION INC	RETAINAGE RELEASE	\$ 10,802.75	pw1
264691	2/21/2020	001-458546	PISTON SERVICE OF ANACORTES	HD FUEL FILTER #170	\$ 50.86	dshop
264835	2/21/2020	001-458567	PISTON SERVICE OF ANACORTES	FITTING, MINI BALL VALVE- #7903	\$ 20.34	dshop
264811	2/21/2020	Property Tax	SKAGIT COUNTY TREASURER	PROPERTY TAXES - 2020	\$ 94,458.85	finance
264558	2/21/2020	19-054-FAC-0051	VECA ELECTRIC & TECHNOLOGIES	RETAINAGE RELEASE	\$ 712.50	pw1

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
264839	2/22/2020	00005W5A83080	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 2-22-20	\$ 8.80	apd
264712	2/24/2020	100	JENKINS, MIKE	DJ SERVICES FOR DADDY DAUGHTER DANCE	\$ 300.00	pkrec
264702	2/24/2020	#20-033-tlm-001	LUNZ, MARK	PAYMENT PER CONTRACT #20-033-TLM-001	\$ 1,500.00	finance
264870	2/24/2020	001-458760	PISTON SERVICE OF ANACORTES	BRAKE PADS, SHOES, OIL SEAL- #204	\$ 231.91	dshop
264813	2/24/2020	195825	SCOTT RICHARDS INSURANCE, INC	CITY WATER PIPELINE RENEWAL POLICY	\$ 1,577.00	finance
264711	2/24/2020	Permit 22	UNITED STATES POSTAL SERVICE	POSTAGE FOR BULK MAILING PERMIT 11222290	\$ 5,000.00	finance
264872	2/25/2020	183877	NAPA	SPINDLE NUT SOCKET- #204	\$ 32.60	dshop
264828	2/25/2020	331 0506377	UNIFIRST CORPORATION	WATER CREW LAUNDRY SERVICE	\$ 89.96	wdist
264868	3/1/2020	101412	ASSOCIATION OF WASHINGTON	MARCH SUPPLEMENTAL LIFE INSURANCE	\$ 564.00	hr
264864	3/1/2020	0542005-001	UNUM LIFE INS CO OF AMERICA	MARCH, LEOFF LONG-TERM CARE PREMIUM	\$ 1,024.90	hr

Total **\$362,319.75**



City Council Contract Agenda Bill

Meeting Date: 3/2/2020 **Agenda Item:** 5c

Subject: Interlocal Agreement 20-084-LEG-001 for Cooperative Purchasing with Snohomish County

Staff Contact: Darcy Swetnam

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

Action Type: Interlocal Agreement
--

Summary Statement: City staff seeks City Council consent to enter into an interlocal agreement with Snohomish County to provide for cooperative purchasing between the public agencies.

Background: Washington State RCW 39.34 "permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage". There are no costs to the agencies to enter into a cooperative purchasing agreement, and each agency is responsible for their own payment for their acquisition of any goods and/or services.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute the Interlocal Cooperation Agreement 20-084-LEG-001 between the City of Anacortes and Snohomish County.

Alternative Actions: Not approve the interlocal

Attachments: 20-084-LEG-001

INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Agreement is made by and between CITY OF ANACORTES, and SNOHOMISH COUNTY, both public agencies of the State of Washington within the meaning of RCW 39.34.020(1) (collectively the "Parties" and, individually, a "Party").

WHEREAS, Chapter 39.34 RCW, the Interlocal Cooperation Act, provides for interlocal cooperation between governmental agencies; and

WHEREAS, each of the Parties desires to utilize the other Party's competitively awarded contracts when it is consistent with those awards and applicable law and when it is in their individual interest;

NOW, THEREFORE, the Parties agree as follows:

1. Each of the Parties from time to time goes out to public bid or undertakes other competitive solicitation and then contracts with vendors and service providers to purchase supplies, materials, equipment, and services.
2. Each of the Parties hereby agrees to extend to the other Party the right to purchase pursuant to such bids and contracts to the extent (a) permitted by applicable law and (b) agreed upon between the awarding Party and its bidders, contractors, vendors, suppliers or service providers.
3. Each Party shall comply with all applicable laws and regulations governing its own purchases.
4. A Party purchasing from one of the other Party's contracts shall pay the bidder, contractor, vendor, supplier, or service provider directly in accordance with its own payment procedures for its own purchases.
5. This Agreement shall create no obligation on either Party to purchase any particular good or service from the other Party's contracts, nor shall it create any assurance, warranty, or other obligation on either Party to supply to the other Party any good or service through contracts awarded by it.
6. Each Party will indemnify and hold the other Party harmless as to any claim arising out of its negligence in the use of this Agreement.
7. Any purchase made pursuant to this Agreement is not a purchase from either of the Parties. The Party awarding a contract shall not be responsible or liable for the performance of the bidder, contractor, vendor, supplier, or service provider. No obligation, except as stated herein, shall be created between the Parties or between the Parties and any applicable bidder or contractor.
8. No separate legal or administrative entity is intended to be created pursuant to this Agreement. Nothing in this Agreement shall be construed to render the Parties partners or joint venturers.

9. Both Parties agree that they shall not discriminate against any person or vendor on the grounds of race, creed, color, religion, national origin, sex, sexual orientation, age, marital status, political affiliation or belief, or the presence of any sensory, mental or physical handicap in violation of the Washington State Law Against Discrimination (Chapter 49.60 RCW) or the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101 et seq.) or another applicable state, federal or local law, rule or regulation.
10. The Purchasing Manager of Snohomish County and the Contract Specialist of City of Anacortes shall be the representatives of the Parties for purposes of carrying out the terms of this Agreement.
11. This Agreement will become effective upon execution by the parties and either: (a) filing of the Agreement with the appropriate County Auditor, or (b) listing of the Agreement by subject on the public agency's web site as provided in RCW 39.34.040.
12. This Agreement shall continue in force until terminated by either Party, which termination may be effected upon receipt by one of the Parties of the written notice of termination of the other Party.
13. In the event of termination of this Agreement, any goods or services acquired by either Party pursuant to the terms of this Agreement shall remain the property of the purchasing Party.
14. This Agreement constitutes the entire Agreement between the Parties as to its subject matter.

SNOHOMISH COUNTY

CITY OF ANACORTES

By: _____
County Executive

By: _____
Mayor

DATED: _____, 2020

DATED: _____, 2020

Approved as to form:

Approved as to form:

By: _____
Snohomish County
Deputy Prosecuting Attorney

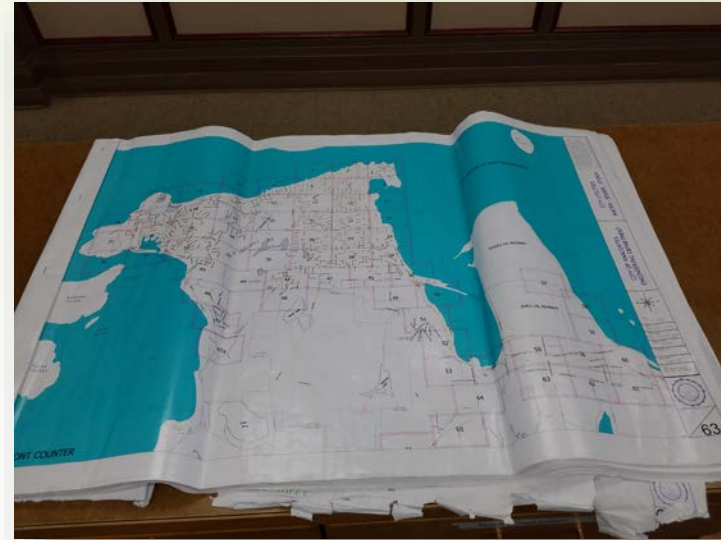
By: _____
City Attorney



City of Anacortes Mapping GIS / Cartegraph

Council Update March 2, 2020

“A little History”



➤ 2000'ish

We built Access databases (created by Marcia Hunt all “in house”) along with AutoCAD paper mapping to track our infrastructure. Much of our data that was accumulated in the field by maintenance personnel had to be written into log books, then typed into the computer once they returned to the office at the end of the day.



“No More Paper!”



2007 “ArcReader”

GIS based mapping program with “viewing” capabilities only. Attachments were limited to desktop accessibility only. Still using Access, but had to download all info into ArcGIS to combine the two. Very cumbersome.

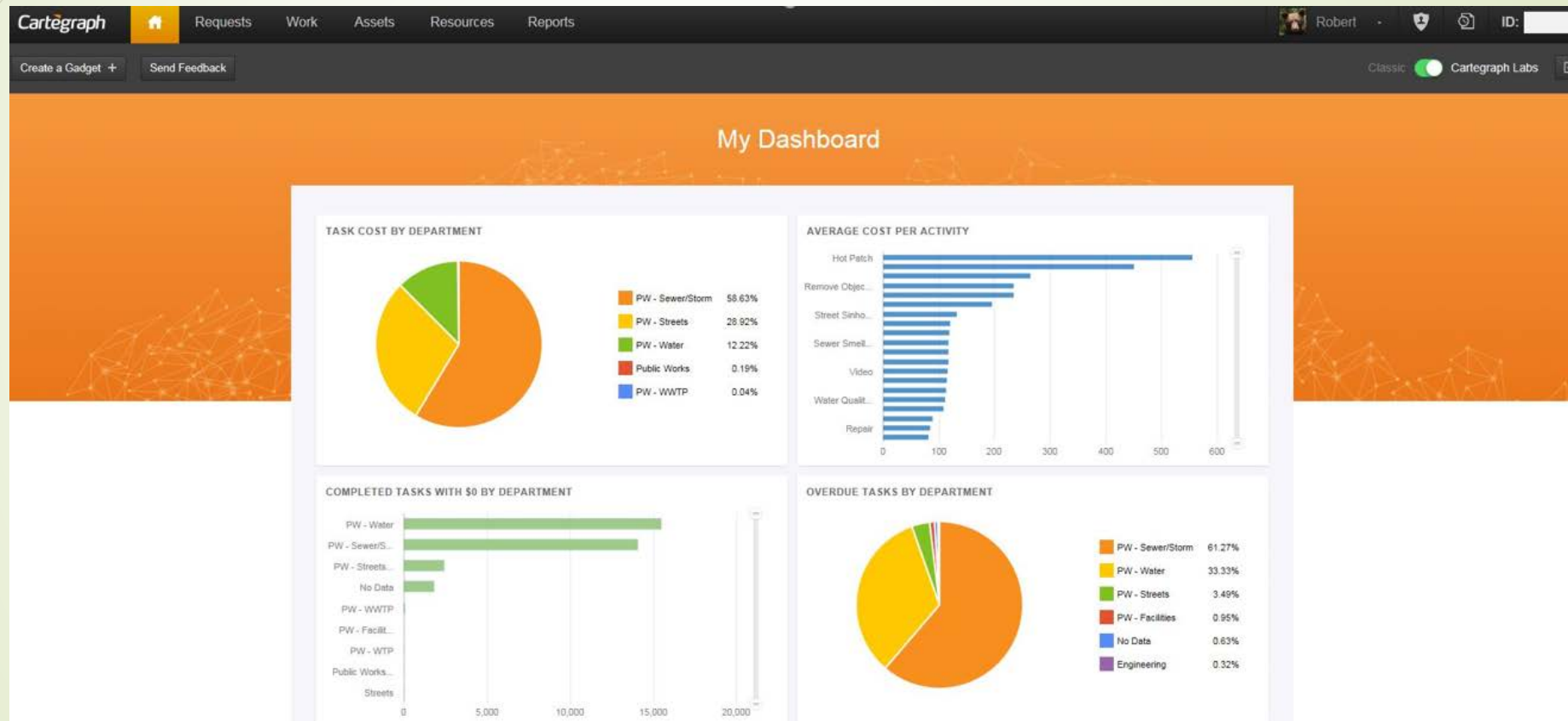


2017

Invested in Cartegraph our new asset management system replacing the Access programs. The amount of data required us to have a more robust database system. One location for all our data.

ArcGIS Online a new interactive web based map.

Cartegraph



Back

Home > Assets

Create +

Reports

Actions ⚙

Assets

Add layer +

Sewer Lateral

Like this layer?

SAVE LAYER

Add Condition +

Like this layer?

SAVE LAYER

Water Meter 8269

Like this layer?

SAVE LAYER

Add Condition +

Like this layer?

SAVE LAYER

Water Hydrant 1102

Like this layer?

SAVE LAYER

Add Condition +

Like this layer?

SAVE LAYER

Water Lateral 13389

Like this layer?

SAVE LAYER

Water Valve 4007

Like this layer?

SAVE LAYER

Add Condition +

Like this layer?

SAVE LAYER

Water Blow...

Like this layer?

SAVE LAYER

Water Main 1950

Like this layer?

SAVE LAYER

Add Condition +

Like this layer?

SAVE LAYER

Map Filter

Search by address

Q

Measure ▾

Select ▾

Anacortes Utility...

+

-

County of Skagit, Bureau of Land Management, Province of British Columbia, Esri, HERE, Garmin, INCREMENT P, USGS, EP...

esri

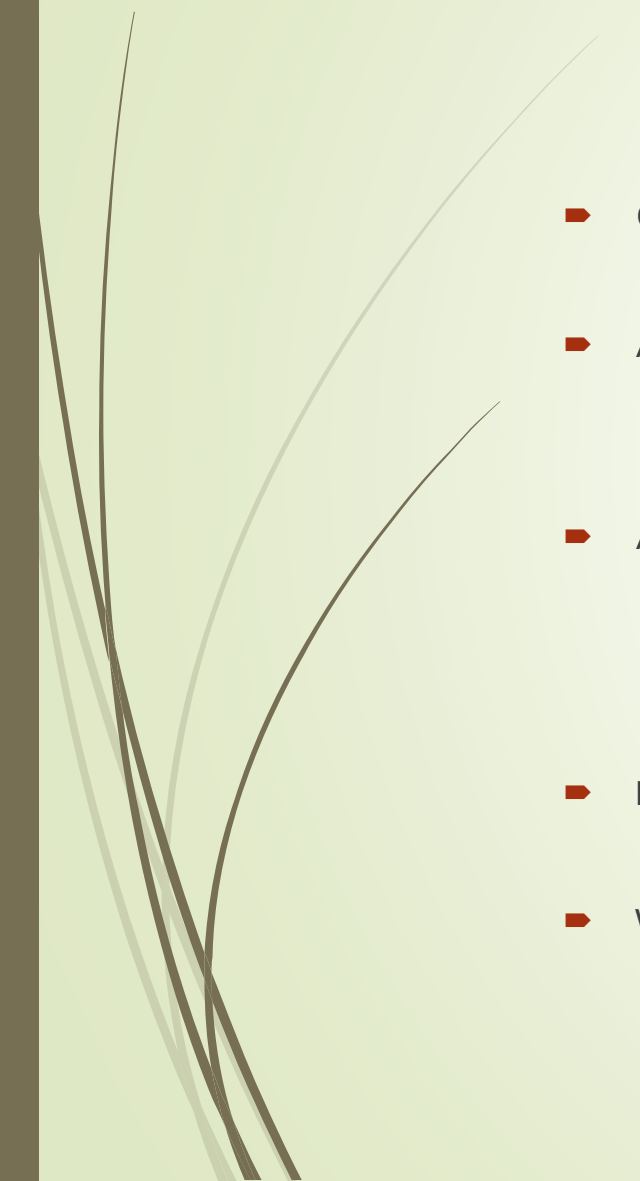
	Asset Type	ID	Estimated OCI	Inspected OCI	Street	Criticality Factor
☐	Water Valve	ARV-012			YOUNG ROAD	1
☐	Water Valve	ARV-011			YOUNG ROAD	1
☐	Water Meter	61816835			YOUNG ROAD	1
☐	Water Meter	61712395			YOUNG ROAD	1

Selected 0

28714 - 28717 of 28717



Cartegraph



- Cartegraph is used for Public Works Asset Management.
- Analysis of utilities for system upgrades.
 - Gives our Engineering staff the ability to analyze and develop maintenance upgrade programs.
- Automatic connection to our utility mapping. via IPad
 - When workers are out in the field, they can update the map (add or subtract information). This will automatically show up on the ArcGIS maps.
- Designed to be used for tracking field assets (street signs, wheel chair ramps, water valves, etc.)
- Water Treatment Plant just now “coming on board”



Trackable Assets

- Streets
 - ADA Ramps (1,443), Signs(3,624) & Street Segments(127 miles)
- Water
 - Valves(4,224), Blow offs(253), Mains(178 miles), Laterals(14,352), Meters(9,150), Cathodic(109), Rectifiers(10) & Hydrants(1,165)
- Storm
 - Catch Basins(3,281), Manholes(988), Detention Ponds(110), Vaults(54), Outfalls(154), Mains(83 miles), Ditches(miles) & Culverts(9,501 lf)
- Sewer
 - Force Mains(9.4 miles), Mains(106 miles), Laterals(8,190), Manholes(2,460) & Pump Stations(23)
- Fiber Optics
 - Segments(32.5 miles) & Hand Holds(133) and growing.....
- Facilities
 - Documents(Drawings), new: HVAC Equipment, Roofing, Flooring & Fire Protection



ArcGIS Online & ArcGIS Server

- Interactive Web Based Mapping program.
- “Capabilities beyond our imagination”
- Allow citizens to research information without coming to City Hall for answers.
- It will allow the user to make beautiful presentable maps.
- Not confined to just Anacortes data/maps. ESRI has one of the largest repositories of map data in the world.
- With Fiber Optics coming on board, the increase in internet speed will help all using AGO to become more efficient.



Anacortes, Washington

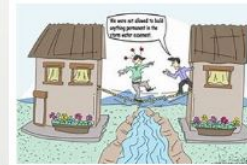
All Public Maps



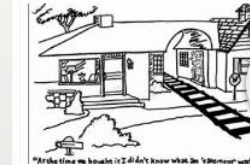
[Anacortes Community Forest Trails Map](#)



[City of Anacortes Boundary Line Adjustments](#)



[City of Anacortes Easements](#)



[City of Anacortes Encroachments](#)

The City of Anacortes GIS Web Maps are designed to be used by the public as well as the city employees to better find and maintain many utilities, parks and other city owned properties.

■ **Demonstration of Cartegraph & AGO.**

Asset Rating of pavement in Cartegraph OMS

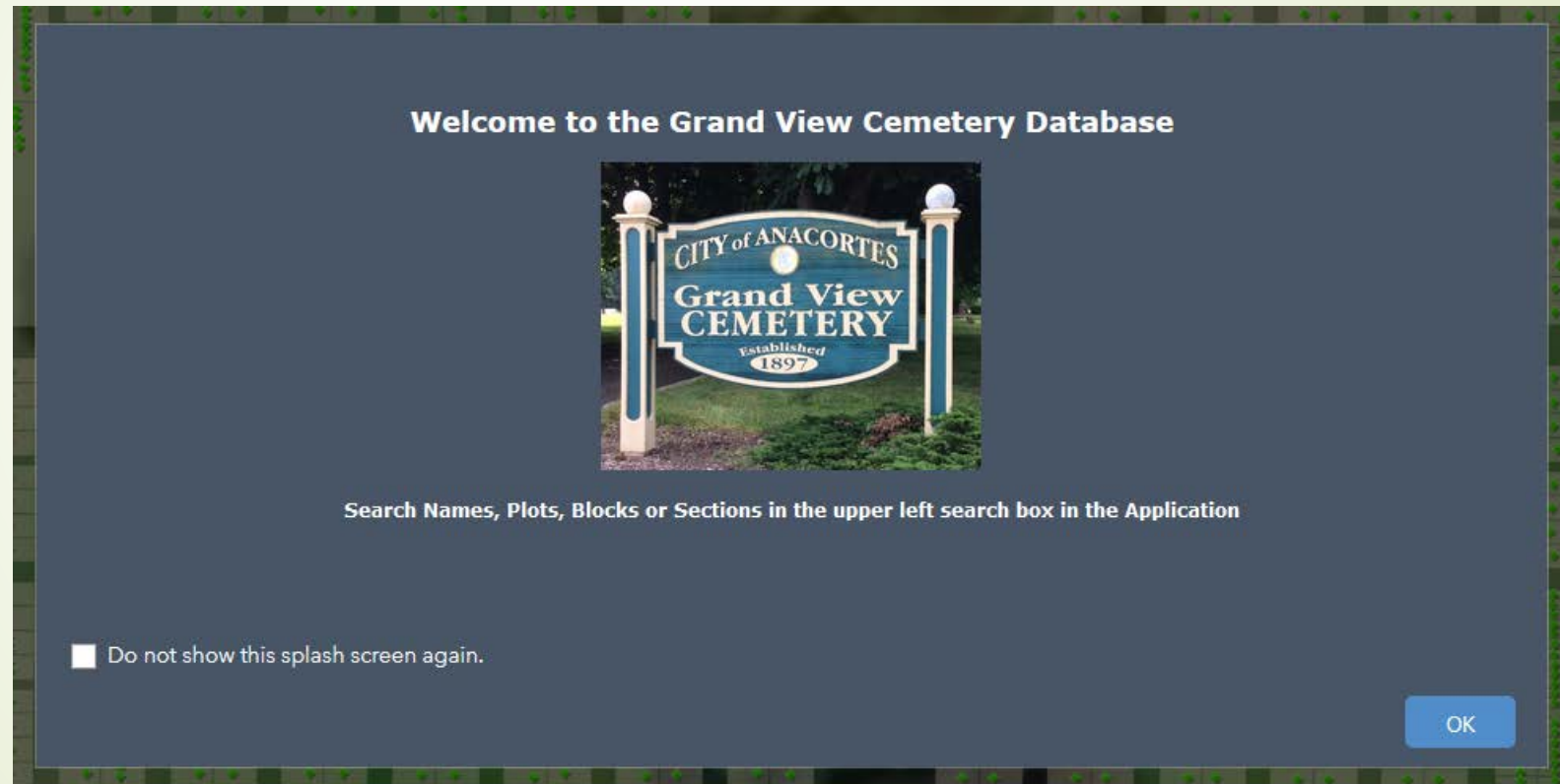
Sewer Lines with a NASSCO rating

[Grand View Cemetery](#)

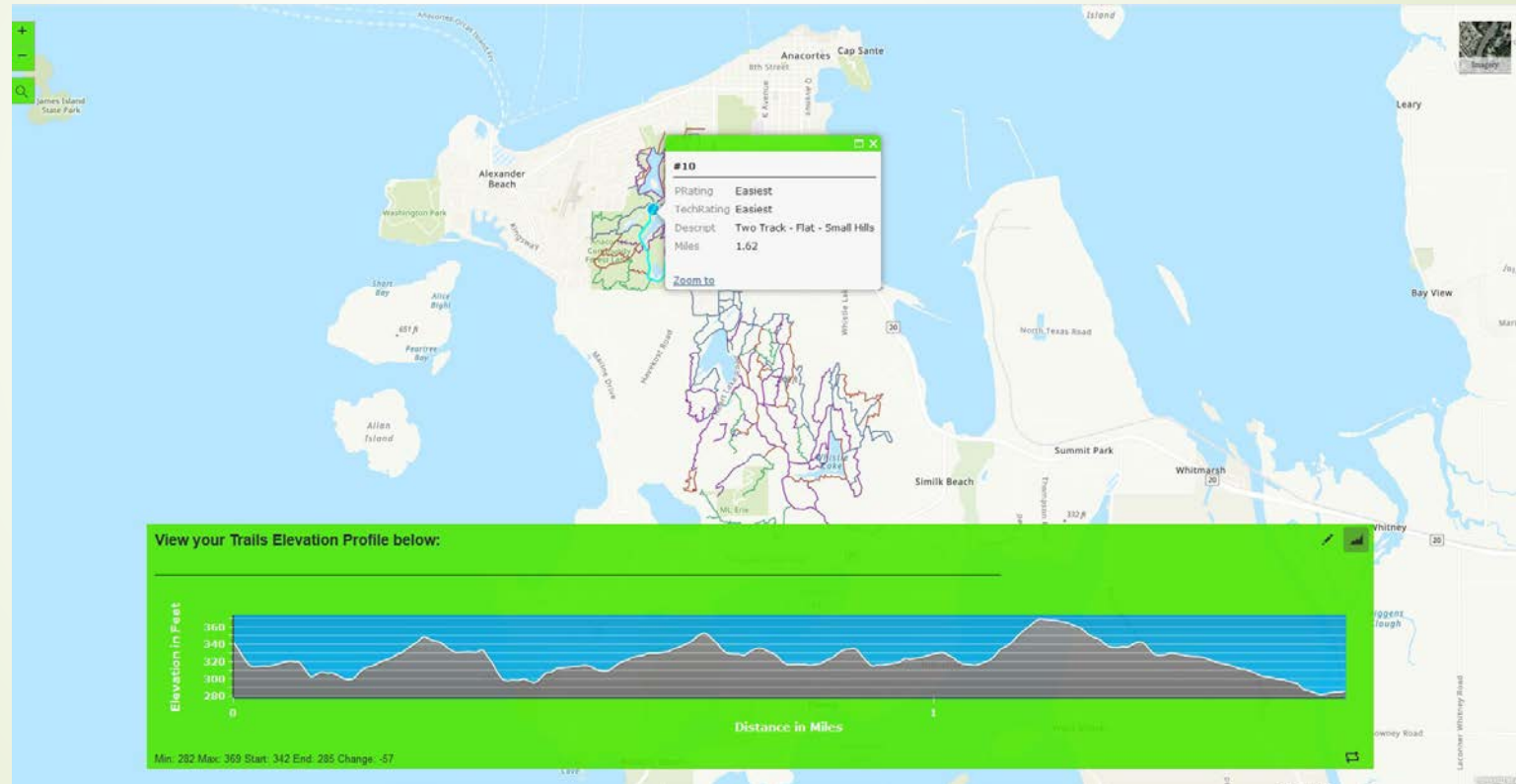
[ACFL Trails Map](#)

[Building Permits Data Map](#)

Grand View Cemetery



ACFL Trail Map

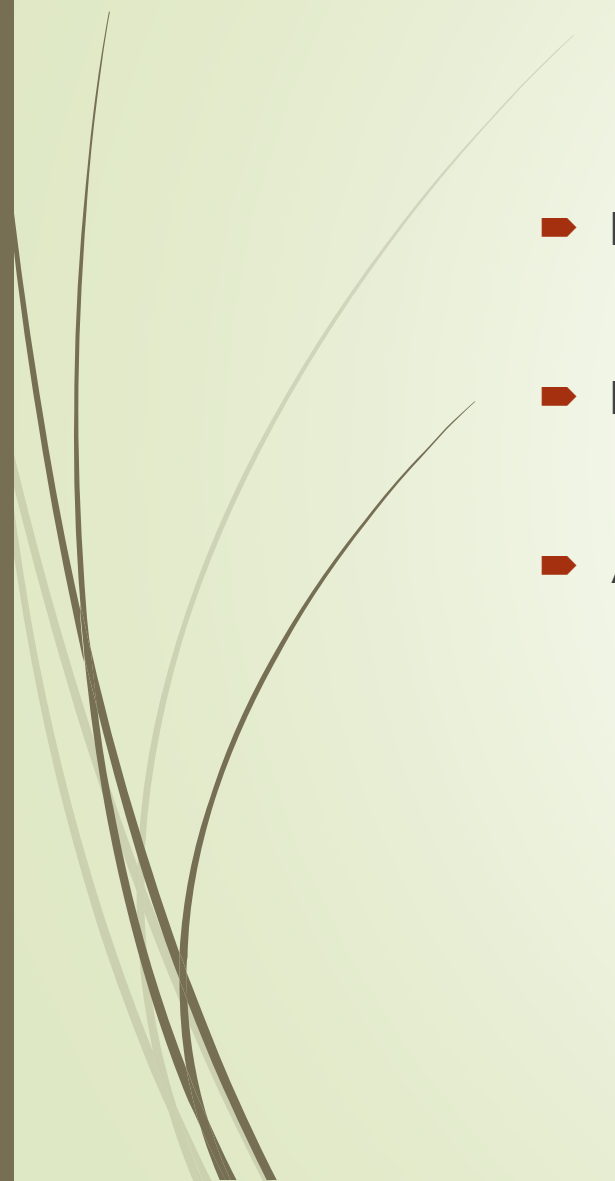


Building Department Permits Map





Future:

- Fleet Management will be added this year to Cartegraph
 - Finance will now have access to connect to end of year reporting.
 - An all utility map for the public to view.
- 

Thank you!





City Council Agenda Bill

Meeting Date: 3/2/2020 **Agenda Item:** 7b

Subject: 2020 Stormwater Management Program Plan

Staff Contact: Diane Hennebert

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

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

Summary Statement: An annual update of the Stormwater Management Program is a requirement of the City's NPDES permit. Staff wished to present the draft 2020 program plan.

Background: The National Pollutant Discharge Elimination System (NPDES) program is a requirement of the federal Clean Water Act. In Washington State the Department of Ecology has permitting authority to administer the NPDES program. The current NPDES Municipal Stormwater permit for the City of Anacortes was issued in 2019. Under the requirements of the permit, the City of Anacortes must develop and implement a comprehensive Stormwater Management Program (SWMP). The primary components of a SWMP are comprehensive stormwater planning, public education and outreach, public involvement and participation, mapping and documentation, illicit discharge detection and elimination, controlling runoff from new development, redevelopment and construction sites, municipal operations and maintenance, source control, and monitoring and assessment.

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: n/a

Competing Viewpoints Considered: n/a

Recommended Motion: n/a

Alternative Actions: n/a

Attachments (listed in order presented): draft 2020 Stormwater Management Program Plan



City of Anacortes

2020 Stormwater Management Program Plan



March 31, 2020

Prepared in compliance with the
Western Washington Phase II Municipal Stormwater Permit
(issued on July 1, 2019, effective on August 1, 2019)

Permit # WAR04-5549

Prepared by:

City of Anacortes
Public Works Department

Date: March 31, 2020

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Section 1

INTRODUCTION

1.1 Overview

The City of Anacortes is a permittee under the Western Washington Phase II Municipal Stormwater Permit (Phase II Permit or Permit) issued by the Washington State Department of Ecology (Ecology) on July 1, 2019 and effective on August 1, 2019. Under the requirements of the Phase II Permit, the City must develop and implement a Stormwater Management Program (SWMP), which are actions and activities required under the Permit. The City is also required to prepare written documentation of the SWMP in a document called the SWMP Plan, which describes and informs the public of planned activities for the upcoming calendar year. The City updates the SWMP Plan at least annually for submittal with the City's Annual Report to the Department of Ecology. This SWMP Plan describes planned activities of the City's SWMP for 2020.

1.2 Regulatory Background

The federal Clean Water Act (CWA) establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating water quality standards for surface waters. The CWA's primary objective is to restore and maintain the integrity of the nation's waters. The objective translates into two fundamental national goals: to eliminate the discharge of pollutants into the nation's waters and to achieve water quality levels that are fishable and swimmable. EPA regulates stormwater under Section 402(p) of the CWA, including regulating discharges from municipal separate storm sewer systems.

The National Pollutant Discharge Elimination System (NPDES) permitting program regulates point sources that discharge pollutants to waters of the United States. EPA delegated NPDES permit authority to the Washington State Department of Ecology ("Ecology"). Under Washington's Water Pollution Control Act, Ecology issued Municipal Separate Storm Sewer System ("MS4") general permits in two phases. The Phase I Permit was first issued in 1995 to cover incorporated cities with a population of more than 100,000 people and unincorporated counties with a population of more than 250,000 people. Two Phase II Permits were first issued in 2007: one for Western Washington and one for Eastern Washington. Both cover MS4s serving less than 100,000 persons and construction sites disturbing one to five acres. The Western Washington Phase II Municipal Stormwater Permit was reissued in 2012 and 2019.

The Phase II Permit authorizes the discharge of stormwater to surface waters and groundwaters of the state from MS4s subject to the conditions contained in the Permit. The Permit requires permittees to implement actions and activities to protect the water quality of receiving waters, including "best management practices" (BMPs). Permittees are required to reduce the discharge of pollutants to the "maximum extent practicable" (MEP), use all known, available, and reasonable methods of prevention, control, and treatment (AKART) to prevent and control pollution of waters of the state, and protect water quality.

Under the Phase II Permit, the City of Anacortes must develop and implement a Stormwater Management Program (SWMP), which is a set of actions and activities required under the Permit, which include the following components specified in the Permit:

- Stormwater Planning
- Public Education and Outreach

- Public Involvement and Participation
- MS4 Mapping and Documentation
- Illicit Discharge Detection and Elimination
- Controlling Runoff from New Development, Redevelopment and Construction Sites
- Municipal Operations and Maintenance
- Source Control for Existing Development

1.3 City of Anacortes Regulated Area

Anacortes has an estimated population of 17,610 and covers approximately 11.7 square miles of land area. The majority of the stormwater runoff from Anacortes eventually drains into Fidalgo Bay, Guemes Channel, or Burrows Bay, which are located in the Salish Sea. Incorporated in 1891, Anacortes has been active in seafood harvesting and processing, natural resource refining (primarily wood products and oil), boat building and maintenance, shipping, ferry and port tourism, home building, retail businesses and promoting the natural beauty of the area. Anacortes is known as a working waterfront town.

1.4 SWMP Implementation Responsibilities and Internal Coordination Among City Departments

The administration of the SWMP is a multi-department effort that is overseen by the Stormwater Program Manager. The SWMP is implemented through coordination mechanisms among departments within the City and between the City and neighboring jurisdictions. The Stormwater Program Manager in the City's Public Works Department works closely with staff in the following City offices and departments to implement the City's SWMP:

- Public Works Department (Public Works or PW)
 - Operations and Maintenance Division Staff
 - Street, Sewer, and Stormwater Crew (Street Crew) and Street Crew Supervisor
 - Stormwater Program Manager
 - Engineering Staff and Technicians
 - Wastewater Treatment Plant Staff
 - Water Treatment Plant Staff
 - GIS Coordinator
- Planning, Community, and Economic Development Department (Planning)
 - Planners
 - Building Department and Building Inspectors
- City Attorney's Office
- Finance Department
- Information Services
- Parks and Recreation Department (Parks)
- Police Department
- Fire Department

The Stormwater Program Manager also works closely with the following community partners:

- Skagit Conservation District (SCD)
- Samish Indian Nation
- Port of Anacortes

- Fidalgo Bay Aquatic Reserve Citizen Stewardship Committee (FBARCSC)
- Skagit Marine Resources Committee
- Anacortes High School Green Club
- Regional Stormwater Monitoring Program/Stormwater Action Monitoring

Table 1-1 summarizes implementation responsibilities associated with the SWMP Components.

Table 1-1. SWMP Implementation Responsibilities and Coordination		
Stormwater Management Program Components	City Departments	Outside Entities
Stormwater Planning	• Public Works • Planning • City Attorney's Office	
Public Education and Outreach	• Public Works • Planning • Information Services • Finance	• SCD • Samish Indian Nation • Port of Anacortes • FBARCSC • Skagit Marine Resources Committee • Anacortes High School Green Club
Public Involvement and Participation	• Public Works • Information Services • Finance	• Samish Indian Nation • FBARCSC
MS4 Mapping and Documentation	• Public Works • Information Services	
Illicit Discharge Detection and Elimination	• Public Works • Information Services • City Attorney's Office • Finance • Fire Department • Police Department	• Port of Anacortes • Samish Indian Nation
Controlling Runoff from New Development, Redevelopment, and Construction Sites	• Public Works • Planning • Information Services • Finance	
Municipal Operations and Maintenance	• Public Works • Parks • Information Services • Finance	
Source Control Program for Existing Development	• Public Works • Planning • City Attorney's Office • Information Services	

Water Quality Monitoring	• Public Works • Finance	• Regional Stormwater Monitoring Program • Samish Indian Nation
--------------------------	---	--

The following examples of internal and external coordination activities illustrate how the City's coordination efforts remove barriers, promote understanding of the Phase II Permit, and facilitate Permit compliance:

- In 2020, the City will continue to hold regular meetings, with increased frequency when necessary, with representatives from PW-Operations & Maintenance, PW-Engineering, PW-Water, PW-Wastewater Treatment Plant, Planning-Construction Inspection, Planning-Planners, Parks, City Attorney's Office, Finance Department, Fire Department, Police Department, and the Library. These meetings allow the City to coordinate SWMP participation, recordkeeping, and ongoing staff training across City departments. Specific tasks for inter-departmental coordination meetings include discussions regarding work flow and communication among departments, permit requirements of each department, and communication to facilitate the submittal of information to the Stormwater Program Manager as required for the Annual Report. These coordination efforts assist the successful completion and submittal of the City's Annual Report. Coordination between jurisdictions facilitates information sharing, eliminates duplicate efforts and promotes regional solutions in a manner to most efficiently use the City's resources to improve the stormwater program and water quality.
- City staff work with the Port of Anacortes regularly when investigating concerns about the storm drainage system, tracing stormwater pollutants, and conducting water quality sampling. The City also has quarterly meetings with the Port of Anacortes to discuss any stormwater-related concerns.
- The City coordinates water quality sampling, stormwater source control efforts, and public education and outreach with the Samish Indian Nation.
- On a regional level, the City currently participates in several local coordination efforts. These efforts include the North Sound Coordinators Group, Skagit Marine Resources Committee, and a regional education and outreach partnership with local jurisdictions and the Skagit Conservation District. The City's coordination with local and regional jurisdictions has provided an effective network of contacts and productive relationships. In 2020 the City will also coordinate with the Skagit Watershed Council, APWA Stormwater Managers Committee, and Business Inspection Group.

1.5 SWMP Plan Organization

This SWMP Plan's organization follows the sequence of SWMP components in the Phase II Permit. Each section includes a summary of the relevant component and the planned activities for 2020:

- Section 2 - Stormwater Management Program Administration
- Section 3 - Stormwater Planning
- Section 4 - Public Education and Outreach
- Section 5 - Public Involvement and Participation
- Section 6 - MS4 Mapping and Documentation
- Section 7 - Illicit Discharge Detection and Elimination
- Section 8 - Controlling Runoff From New Development, Redevelopment, and Construction Sites
- Section 9 - Municipal Operations and Maintenance
- Section 10 - Source Control Program for Existing Development

- Section 11 - Monitoring and Assessment
- Section 12 - Reporting Requirements

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Section 2

STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

2.1 Permit Requirements

Phase II Permit Section S5.A requires the City to complete the following tasks:

- Submit an Annual Report of the Phase II Permit to Ecology by March 31 of each year.
- Update at least annually the City's SWMP Plan and submit it to Ecology with the City's Annual Report.
- Gather, track, maintain, and use information to evaluate SWMP development, implementation, and Permit compliance, and to set priorities.
- Track the cost of development and implementation of each component of the SWMP.
- Track the number of inspections, follow-up actions as a result of inspections, official enforcement actions, and types of public education activities as required by the respective program components.
- Continue implementing the existing stormwater management program until beginning implementation of an updated stormwater management program.
- Coordinate among departments within the City to eliminate barriers to compliance with the Permit, as well as additional coordination with other Permittees as needed.

2.2 City's SWMP Administration

This section provides a description of Phase II Permit requirements related to administration of the City's SWMP, which is a set of actions and activities required under the Permit, and the City's planned SWMP activities for 2020. The City has prepared and updates, at least annually, written documentation of the City's SWMP called the SWMP Plan, which describes and informs the public of planned SWMP activities for the upcoming calendar year.

Internal coordination among City staff in different departments occurs in various ways to achieve Permit compliance. Over the years, the City has implemented many measures that have improved communication and coordination among the departments involved in the stormwater program. The City has implemented electronic software programs that allow for increased information sharing and communication among various departments that has improved the efficiency of the stormwater program. Information is now electronically available to the various departments, which allows departments to share information and track development projects and inspections. For example, when an inspector updates information regarding stormwater infrastructure in the field, the GIS mapping team and other staff are also updated in real time. Another example is that various steps in the site plan review and inspection process are now automated so that the scheduling of various project reviews and site inspections are automatically prompted and scheduled once a preceding step in the development process has occurred. This allows various departments to efficiently coordinate their different roles in the development review process, and to be able to see in real time what steps other departments have completed. Under the direction of the City's Stormwater Program Manager, the City has instituted quarterly meetings among staff from different departments to discuss stormwater-related programs and coordination.

Regarding regional coordination or coordination between jurisdictions, City staff works with the Port of Anacortes regularly when investigating concerns about the storm drainage system, tracing stormwater pollutants, and conducting water quality sampling. The City also has quarterly meetings with the Port of Anacortes to discuss any stormwater related concerns. The City coordinates water quality sampling, stormwater

source control efforts, and public education and outreach with the Samish Indian Nation. On a watershed level, the City participates in several regional coordination efforts, including the North Sound Coordinators Group, Skagit Marine Resources Committee, and a regional education and outreach partnership with the Skagit Conservation District (SCD), Skagit County, City of Mount Vernon, City of Burlington, and City of Sedro-Woolley.

2.3 Planned 2020 Compliance Activities

Planned activities for the City's 2020 SWMP are included in Table 2-1.

Table 2-1. 2020 Stormwater Management Program Administration Work Plan	
Activity ID	Activity Description
SWMP-1	Revise and update the City's SWMP Plan to identify planned activities for 2020.
SWMP-2	Track SWMP implementation and Phase II Permit compliance.
SWMP-3	Maintain a database for tracking costs associated with the Phase II Permit.
SWMP-4	Track inspections, official enforcement actions, and types of public education activities to be included in the Annual Report.
SWMP-5	Quarterly meetings with City department representatives to discuss stormwater-related programs and coordination.
SWMP-6	Coordinate with other local Permittees and regional groups on stormwater-related programs and projects.
SWMP-7	Receive and evaluate community input regarding the City's SWMP and SWMP Plan.

Section 3

STORMWATER PLANNING

3.1 Permit Requirements

Phase II Permit section S5.C.1 requires the City to complete the following tasks:

- Convene an inter-disciplinary team to inform and assist in the development, progress, and influence of this program (due by August 1, 2020).
- Describe how stormwater management needs and protection/improvement of receiving water health are informing the planning update processes and implementation strategies. The report shall describe the water quality and watershed protection policies, strategies, codes, and other measures intended to protect and improve local receiving water health through planning, or taking into account stormwater management needs or limitations.
 - Respond to annual report questions describing how anticipated stormwater impacts on water quality were addressed during the 2013-2019 permit cycle (due on or before March 31, 2021) and the current permit term (due on or before January 1, 2023).
- Continue to require LID Principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed. LID shall be the preferred and commonly-used approach to site development.
- Assess and document any newly identified administrative or regulatory barriers to implementation of LID Principles or LID BMPs and the measures to address the barriers.
- Document and assess existing information related to their local receiving waters and contributing area conditions to identify which receiving waters are most likely to benefit from stormwater management planning. Permittees shall submit a watershed inventory and include a brief description of the relative conditions of the receiving waters and the contributing areas (due March 31, 2022).
- Informed by the assessment of receiving water conditions, Permittees shall develop and implement a prioritization method and process to determine which receiving waters will benefit the most from implementation of stormwater facility retrofits, tailored implementation of SWMP actions, and other land/development management actions (prioritized and ranked list of receiving waters is due June 30, 2022).
- Develop a Stormwater Management Action Plan (SMAP) for at least one high priority catchment area that includes a description of stormwater retrofits needed for the area, land management/development strategies for water quality management, target implementation of stormwater management actions, identification of changes needed to local long-range plans to address SMAP priorities, a proposed implementation schedule and budget sources, and a process and schedule to provide future assessment and feedback to improve the planning process and implementation of procedures or projects (due March 31, 2023).

3.2 City's Stormwater Planning

The City of Anacortes has regular interdepartmental meetings on stormwater topics and stormwater planning is a City-wide effort. In 2019, the City of Anacortes passed an ordinance updating stormwater management standards, including LID, illicit discharge detection and elimination, operations and maintenance of private and public stormwater facilities, and clearing and grading standards.

3.3 Planned 2020 Compliance Activities

The City's planned compliance activities for 2020 are included in Table 3-1.

Table 3-1. 2020 Stormwater Planning Work Plan	
Activity ID	Activity Description
SP-1	Convene an interdisciplinary team to inform and assist in the development, progress, and influence of the stormwater program.
SP-2	Provide opportunities for community input on the stormwater planning process.
SP-3	Compile information regarding stormwater management policies and how they protect and improve local receiving waters.
SP-4	Continue to require LID Principles and LID BMPs in local development-related codes, rules, standards, and other enforceable documents.
SP-5	Assess and document any newly identified administrative or regulatory barriers to implementation of LID Principles of LID BMPs and mechanisms adopted to encourage or require implementation of LID principles or LID BMPs.
SP-6	Begin to document and assess existing information related to local receiving waters and contributing area conditions to identify which receiving waters are most likely to benefit from stormwater management planning.

Section 4

PUBLIC EDUCATION AND OUTREACH

4.1 Permit Requirements

Section S5.C.2 of the Phase II Permit requires the City to implement an education and outreach program designed to:

- Build general awareness about methods to address and reduce impacts from stormwater runoff.
- Effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.
- Create stewardship opportunities that encourage community engagement in addressing the impacts from stormwater runoff.
- Conduct an evaluation of the effectiveness of an ongoing behavior change campaign (due July 1, 2020).

4.2 City's Public Education and Outreach Activities

The City's SWMP currently includes a variety of activities and educational opportunities for public education and outreach. The City provides a wide range of brochures for the public, as well as brochures directed towards specific industries. These brochures are available at City Hall and many are also available on the City of Anacortes stormwater website. Additional information regarding the City's SWMP is also available on the City's stormwater website, as well as information about the City's Phase II Permit, public education and outreach opportunities, illicit discharge detection and reporting hotline, stormwater utility billing, best practices to avoid stormwater pollution, and the hazards associated with stormwater pollution, illicit discharges, and improper waste disposal. The City's public education and outreach activities are designed to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts and encourage the public to participate.

The City is part of a partnership with the Skagit Conservation District (SCD), Skagit County, City of Mount Vernon, City of Burlington, and City of Sedro-Woolley to provide workshops and classes for public education and outreach that comply with the City's Phase II Permit, including:

- Skagit Stream Team
- Backyard Conservation Stewardship Program
- Watershed Masters Volunteer Training Program
- Private Stormwater Facility Maintenance Workshop

Web addresses for City of Anacortes and Skagit Conservation District websites, as well as the associated programs and handouts, are contained in Appendix C.

The City measures the understanding of and adoption of targeted behaviors by participants in its education and outreach activities. Workshop and training opportunities incorporate evaluations that gauge participant understanding and adoption of targeted behaviors as a result of activity participation. The evaluations conducted at the close of various workshops and classes have generally shown an increased awareness of and voluntary adoption of sustainable and best management practices aimed at decreasing stormwater pollution.

The City also provides outreach at a variety of community events to engage the public on matters of stormwater and pollution prevention. In 2019, the City stormwater program participated in Spring Clean-Up, Kids-R-Best Fest, Anacortes Waterfront Festival, Public Works Open House, Fidalgo Bay Day, the Energy Fair, Shoreline Master Plan Update Meeting, and presented on natural yard care as part of the Anacortes Library's evening lecture series.

4.3 Planned 2020 Compliance Activities

The City of Anacortes, along with our regional partners, contract with the Skagit Conservation District (SCD) to conduct education and outreach activities. The City will continue to partner with the SCD in 2020, as well as conduct education and outreach activities independently. The City's planned activities for public education and outreach for this calendar year are included in Table 4-1.

Table 4-1. 2020 Public Education and Outreach Work Plan	
Activity ID	Activity Description
EDUC-1	Coordinate with SCD, Stormwater Outreach for Regional Municipalities (STORM) and other regional groups to promote education and outreach programs.
EDUC-2	Continue to implement education and outreach strategy with SCD, including the Stormwater Facility Maintenance Workshop, Skagit Stream Team, Watershed Masters Program, and Backyard Conservation Stewardship Program.
EDUC-3	Complete an evaluation of effectiveness of ongoing behavior change campaign. Document lessons learned and recommendations for strategy and schedule for behavior change campaign in the new permit cycle.
EDUC-4	Create stewardship opportunities to encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.
EDUC-5	Educate select City staff and elected officials to develop a common level of knowledge related to Low Impact Development stormwater management principles and techniques.
EDUC-6	Educate the general public and developers to develop a common level of knowledge related to Low Impact Development stormwater management principles and techniques.
EDUC-7	Provide outreach materials regarding stormwater pollution prevention, natural yard care, and best management practices for preventing improper waste disposal to the public at City Hall, the library and community events including Spring Clean-Up, Kids-R-Best Fest, Anacortes Waterfront Festival, Public Works Open House, Fidalgo Bay Day, and the Energy Fair.
EDUC-9	Review and plan the distribution of books and brochures to educate children and adults about stormwater pollution at community events, including Spring Clean-Up, Kids-R-Best Fest, Anacortes Waterfront Festival, Public Works Open House, Fidalgo Bay Day, and the Energy Fair.
EDUC-10	Review and revise City of Anacortes Stormwater website to increase the information provided to the public regarding stormwater pollution prevention, educational opportunities, and hazards associated with stormwater pollution, illicit discharges, and improper waste disposal.
EDUC-11	Place ads in the Anacortes American Weekly and A-Town is Our Town regarding the City's spill hotline and procedures and requirements for reporting and responding to spills.
EDUC-12	Place full page ads or articles in A-Town is Our Town on Illicit Discharge Detection and Elimination.

EDUC-13	Work with Skagit Conservation District to create an Anacortes-specific outreach curriculum to be presented to elementary school aged youth.
EDUC-14	Organize and put on a presentation for students at Anacortes High School on stormwater pollution and prevention.

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Section 5

PUBLIC INVOLVEMENT AND PARTICIPATION

5.1 Permit Requirements

Phase II Permit Section S5.C.3 requires the City to provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities. The following are the minimum performance measures contained in the Permit:

- Create opportunities for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation, and update of the Permittee's SMAP and SWMP.
- Post online the SWMP Plan and Annual Report no later than May 31 each year.

5.2 Opportunities for Public Involvement and Participation

Public involvement and participation are important to the development and implementation of a stormwater management program. The City solicits public participation by making stormwater information available for review and providing opportunities for public input. For example, the City actively reaches out to partnering organizations for input and comments to its SWMP Plans, invites public input to the SWMP, and posts the SWMP Plan on its stormwater website. The City held a public discussion and gathered public input to the draft of the 2020 SWMP Plan during a City Council meeting, as posted on the City's stormwater website. Web addresses for City of Anacortes websites are contained in Appendix C.

5.3 Planned 2020 Compliance Activities

The City's SWMP involves the public in decision making and provides opportunities for increased participation. The City's planned SWMP activities for public involvement and participation for this calendar year are included in Table 5-1.

Table 5-1. 2020 Public Involvement and Participation Work Plan	
Activity ID	Activity Description
PI-1	Provide public involvement opportunities for annual SWMP update.
PI-2	Provide public involvement opportunities for SMAP development.
PI-3	Present SWMP Plan at a City Council meeting and provide an opportunity for public comment.
PI-4	Make SWMP and Annual Report available to public by posting on the City website.
PI-5	Continue partnering with the Samish Indian Nation and Anacortes High School Green Club to work on pollution prevention activities and promote rain gardens in Anacortes.
PI-6	Explore programs in cooperation with the Anacortes High School Green Club in the fall of 2020.
PI-7	Participate in community events, including Spring Clean-Up, Kids-R-Best Fest, Anacortes Waterfront Festival, Public Works Open House, Fidalgo Bay Day, and the Energy Fair, to

	promote awareness of stormwater pollution prevention best management practices and the City's SWMP.
PI-7	Summarize annual activities for the Public Involvement and Participation component of the Annual Report.

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Section 6

MS4 MAPPING AND DOCUMENTATION

6.1 Permit Requirements

Section S5.C.4 of the Phase II Permit requires Permittees to include an ongoing program for mapping and documenting the MS4. The minimum performance measures include:

- Each Permittee shall maintain mapping data for the features listed below:
 - Known MS4 outfalls and known MS4 discharge points.
 - Receiving waters, other than groundwater.
 - Stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee.
 - Geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters.
 - Tributary conveyances to all known outfalls and discharge points with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems.
 - Connections between the MS4 owned or operated by the Permittee and other municipalities or public entities.
 - All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007.
- Collect size and material for all known MS4 outfalls and update records.
- Map all known connections from the MS4 to privately owned stormwater system.
- Map format is required to be electronic, with fully described mapping standards.

6.2 City Mapping

Anacortes has implemented a comprehensive program to map the MS4, including stormwater conveyance infrastructure, treatment and flow control BMPs, outfalls, receiving waters, drainage areas, land uses, wetlands, and other components. The mapping system is in compliance with the requirements under section S5.C.4 of the Phase II Permit. The mapping program began prior to 2007 when the Permit went into effect. It has evolved as technology for mapping and data gathering has improved. The City's primary mapping system currently resides in a central geographic information system geodatabase (ArcGIS), which is managed by the GIS Coordinator.

The City began using ArcGIS for utility mapping in 2006. The mapping inventory is built by using GPS equipment in the field to collect spatial and attributional information on drainage assets. Mapping consists of uploading GPS point data, processing data and producing individual asset layers in ArcGIS.

The City's MS4 map is updated on a continuous basis in a cooperative effort between the Street/Sewer Department, the Stormwater Program Manager, and the GIS Coordinator. ArcGIS provides current mapping of the system and a database containing information related to stormwater infrastructure. Staff investigating an illicit discharge report can quickly access a detailed map of the section of the storm system in question, including information on homes and businesses in the drainage basin.

The City has also implemented the Cartegraph asset management system for all public works, including stormwater, which allows staff to access detailed information on the storm system in real time. While in the field, staff can verify information on stormwater assets such as catch basins, pipes, storm ponds, outfalls, etc., as well

as upload information on current inspection and maintenance activities. With the implementation of Cartegraph, Public Works employees are able to update storm drain maps as discrepancies are discovered, or forward them to the GIS Coordinator or Stormwater Program Manager.

All known MS4 outfalls have been mapped. A process has been developed to add new stormwater system features into the mapping system after they are constructed.

Mapping and documentation of the stormwater system is vital to many City functions. It aids the City in managing resources, assists in planning for development and redevelopment, improves communication, helps trace stormwater pollution from sources to receiving waters, provide relevant information to staff conducting investigations, and enhances educational opportunities. By identifying connections within the stormwater system and understanding the relationship to overlaying drainage basins, analyses can be performed on the entire system. This information also assists in providing service to underserved areas and development of solutions to capacity problems.

6.3 Planned 2020 Compliance Activities

The City's planned compliance activities for MS4 Mapping and Documentation are included in Table 6-1.

Table 6-1. 2020 MS4 Mapping and Documentation Work Plan	
Activity ID	Activity Description
MD-1	Maintain mapping data for known MS4 outfalls, receiving waters, stormwater treatment and flow control BMPs/facilities, geographic areas served by the MS4 that do not discharge stormwater to surface waters, tributary conveyances to all known outfalls and discharge points with a 24 inch diameter or larger, connections between the MS4 and other municipalities or public entities.
MD-2	Confirm records of size and material for all known MS4 outfalls has been updated in ArcGIS and Cartegraph.
MD-3	Map any known connections from the MS4 to privately owned stormwater systems.
MD-4	Make available to Ecology, upon request, available maps depicting information required by the Phase II Permit.
MD-5	Provide, upon request, mapping information to federally recognized Indian Tribes, municipalities, and other Permittees.

Section 7

ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

7.1 Permit Requirements

Section S5.C.5 of the Phase II Permit requires the City to include an ongoing program designed to prevent, detect, characterize, trace, and eliminate illicit connections and illicit discharges into the City's MS4. The minimum performance measures include:

- Procedures for reporting and correcting or removing illicit connections, spills and other illicit discharges when they are suspected or identified.
- Inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.
- Implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the MS4.
- Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the MS4.
- Implement an ongoing program to address illicit discharges to the MS4 that includes procedures to characterize, trace and eliminate illicit discharges.
- Develop procedures for and complete field screening as directed by the Phase II Permit.
- Publicly list and publicize a hotline or other telephone number for reporting spills and other illicit discharges.
- Maintain a training program for all municipal field staff who might come into contact with or observe an illicit discharge or illicit connection. Training shall include procedures for illicit discharge characterization, tracing, and elimination, as well as notification of appropriate authorities.
- Train staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges and illicit connections to conduct these activities.
- Track and maintain records of the activities conducted to meet the requirements of this section.

7.2 City's IDDE Program

The IDDE Program regulates illicit connections and illicit discharges. An illicit connection means any infrastructure connection to the MS4 that is not intended, permitted, or used for collecting and conveying stormwater or non-stormwater discharges allowed as specified in Section S5.C.5 of the Permit. Examples of illicit connections include sanitary sewer connections, floor drains, pipelines, inlets, or outlets that are connected directly to the MS4. An illicit discharge means any discharge to a MS4 that is not composed entirely of stormwater or of non-stormwater discharges allowed as specified in Section S5.C.5 of the Permit. Illicit discharges may originate from a variety of sources, including illegal dumping, sanitary sewer overflow, and incidental spills such as oil or gas.

The City's IDDE Program implements a variety of activities to detect, identify, address, and eliminate spills and other illicit discharges and connections to the MS4, including field screening, stormwater monitoring, spills and complaint response, testing for cross connections within the City's MS4 using optical brighteners, and construction inspections. Test results from sampling outfalls within the MS4 are used to screen for illicit discharges to the MS4. In 2020, the City will continue to sample outfalls to Fidalgo Bay in cooperation with the

Samish Indian Nation, as well as conduct outfall sampling in other basins. The City will also continue to follow established procedures to trace and identify the source of any potential illicit discharges in the drainage basin.

The City's IDDE program also includes procedures for conducting investigations and ongoing training programs for municipal field staff on IDDE. The City conducts outfall screening and has tested for optical brighteners in runoff to search for cross connections within the City's MS4. Other components of the City's IDDE program are explained below and are more fully described in the City's Illicit Discharge Detection and Elimination Program document (IDDE Program Manual), a roughly three-hundred page document, which is posted on the City's stormwater website and is incorporated into this SWMP Plan by reference. Web addresses for City of Anacortes websites and IDDE Program Manual are contained in Appendix C.

Reporting of Illicit Discharges and Connections

The City carries out activities to increase the frequency that spills and other illicit discharges are reported. The Anacortes community has been a good source of reports regarding illicit discharges to the MS4. The City maintains a hotline where citizens can report spills or other illicit discharges. Additionally, the City provides information regarding how to report illicit discharges on the City website and in other educational materials. The City's Stormwater Program Manager and Public Works Department, Street, Sewer, and Stormwater Crew (Street Crew) respond to incidents, investigate, determine the appropriate response, document details of the incident and response, and log and track the information.

Monday to Friday, 8 a.m. to 5 p.m.:	Call hotline # (360) 293-1921
All other times:	Call 911

From Monday to Friday, 8 a.m. to 5 p.m., the City hotline number above is supported by the City's Operations and Maintenance Division in answering calls. The call is logged in and a "Maintenance Division Service Request" is generated and forwarded to the Supervisor of the Street Crew. If any unauthorized substance reaches the MS4, the Street Crew follows an Illicit Discharge Checklist and notifies the Stormwater Program Manager and other required agencies, including the Department of Ecology and Department of Health. During all other times, the 911 dispatch operator answers and directs calls to the Anacortes Water Treatment Plant, which is staffed twenty-four hours a day. The Anacortes Water Treatment Plant Operator evaluates the nature of the call received and contacts the appropriate supervisor on a "call out" list. In any incident involving the MS4, the Street Crew Supervisor is called. If it is determined that an unauthorized substance reached the MS4, the Street Crew Supervisor follows an Illicit Discharge Checklist and notifies the Stormwater Program Manager and other required agencies, including the Department of Ecology and Department of Health.

If City Public Works Department staff, Parks Department staff, or administration staff become aware of an illicit discharge to the MS4, they call the City's Operations and Maintenance Division during regular hotline hours or call the Stormwater Program Manager directly. During heavy rain events, the City Street Crew and WWTP staff examine sewer collection systems and sewer storage capacity closely in order to monitor the potential for a sanitary sewer overflow (SSO) event. If sewer storage is nearing capacity, the Stormwater Program Manager is alerted in order to prepare for a potential SSO event.

If the Waste Water Treatment plant (WWTP) becomes aware of a sanitary sewer discharge to the MS4, the WWTP follows an overflow checklist with reporting requirements under the WWTP's NPDES permit, which includes notifying the City's Stormwater Program Manager. The Police Department and Fire Department are often first responders to the scene of many events in the City, and they are trained to report any discharge to the MS4 to 911. The dispatch operator for 911 would then follow the same procedure described above.

City Ordinance Provisions Addressing IDDE

The City has also implemented ordinance provisions that effectively prohibit non-stormwater, illicit discharges into the City's MS4. In August 2009, the City Council adopted City Ordinance 2802, updating the code to be consistent with Permit requirements for illicit discharge/illicit connection detection and elimination. During 2016, the municipal code was updated regarding low impact development (LID) requirements. During this process, the IDDE code was reviewed for compliance and further revised (Ord. 2991) so that the escalation of enforcement provisions includes a provision that enables the Director of Planning, Community and Economic Development (PCED) to impose a financial penalty, if necessary.

SSO Events

Since 2015, the City has increased its effort to address sanitary sewer overflow (SSO) events. The City's IDDE Program Manual describes some of these efforts to eliminate future SSO events, which include incorporating BMPs to mitigate possible future SSO events, training staff, and conducting various investigations, including those in partnership with the Samish Indian Nation. Anacortes has miles of sanitary sewer pipe installed over the past 100 years. Some sections of the sanitary sewer have significant inflow and infiltration. During a heavy rainfall event, a significant volume of stormwater enters the sanitary sewer, which increases the volume of water in the collection system and rapidly fills existing storage capacity. Once the collection system fills to capacity, the system is subject to combined sewer overflow (CSO) events and SSO events through manholes overtopping.

The City is actively working toward the goal of reducing CSO and SSO events. In 2019 the City completed a study to determine the best options to eliminate and/or reduce CSO and SSO events. The preferred option was to build a new high capacity outfall from the WWTP and move the existing CSO outfall to the WWTP outfall. This ensures that if a CSO were to occur, the overflow would mix with the WWTP effluent. The overflow would be diluted by the WWTP effluent and enter the Guemes Channel in a better mixing zone.

The City of Anacortes also has an Inflow and Infiltration (I&I) Reduction Program. The intent of the program is to reduce the amount of storm runoff and groundwater entering the sanitary sewer. The City has dedicated an annual budget item towards a cured-in-place pipe solution (CIPP) that incorporates a fiberglass liner into deteriorated sewer pipes. Between 2008 and 2019, the City lined 28,665 linear feet of sanitary sewer pipe with CIPP.

7.3 Planned 2020 Compliance Activities

The City's planned SWMP activities for illicit discharge detection and elimination for this calendar year are included in Table 7-1.

Table 7-1. 2020 Illicit Discharge Detection and Elimination Work Plan	
Activity ID	Activity Description
IDDE-1	Continue to implement City-wide IDDE program and develop any necessary supplemental activities.
IDDE-2	Revise and update IDDE educational materials and IDDE Program Manual as needed.
IDDE-3	Maintain a training program for municipal field staff, who, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or connection to the MS4. Schedule, conduct, and track IDDE training for new City field staff, and refresher training for other City field staff, regarding the identification of and

	proper procedures for reporting and responding to illicit discharges and connections to the MS4.
IDDE-4	Hold quarterly meetings with City department representatives to discuss coordination of IDDE program.
IDDE-5	Continue coordinating and holding quarterly meetings with the Port of Anacortes regarding investigating concerns about the storm drainage system, tracing stormwater pollutants, and conducting water quality sampling.
IDDE-6	Continue coordinating with the Samish Indian Nation to investigate and address illicit discharges and connections.
IDDE-7	Continue to publicize and educate the public about the hotline and how to report spills and other illicit discharges. Maintain hotline information and instructions on City stormwater and other City websites.
IDDE-8	Distribute IDDE magnets to the public to educate on proper procedures for illicit discharge reporting, including at Spring Clean-Up, Kids-R-Best Fest, Anacortes Waterfront Festival, Public Works Open House, Fidalgo Bay Day, and the Energy Fair.
IDDE-9	Maintain record-keeping system for all calls received and resulting actions for reported illicit discharge and connection incidents.
IDDE-10	Perform field screening of at least 12% of the MS4 annually. This includes continuing to partner with the Samish Indian Nation to investigate, inspect and collect samples of outfalls.

Section 8

CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

8.1 Permit Requirements

Permit section S5.C.6 requires the City to fulfill the following actions:

- Implement and enforce a program to reduce pollutants in stormwater runoff to the MS4 from new development, redevelopment and construction site activities. The program shall apply to private and public development, including transportation projects.
- Adopt an ordinance that addresses runoff from new development, redevelopment, and construction site projects. The ordinance shall include Minimum Requirements, thresholds, and definitions that are described in Appendix I of the Phase II Permit and the SWMMWW.
- Implement a program that includes a permitting process with site plan review, inspection and enforcement capability to meet the standards in the Phase II Permit using qualified personnel, where the program is to be applied to all sites that meet the minimum thresholds adopted by the City pursuant to the Phase II Permit. As part of this program, the City is to perform various tasks in the Permit (see Table 8-2, Activity IDs 3a-g), including:
 - Review all stormwater site plans for proposed development activities.
 - Inspect, prior to clearing and construction, all permitted development sites that have a high potential for sediment transport.
 - Inspect all permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls.
 - Inspect all stormwater treatment and flow control BMPs/facilities, and catch basins, in new residential developments every six months, until 90% of the lots are constructed (or when construction has stopped and the site is fully stabilized), to identify maintenance needs.
 - Inspect all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. Verify that a maintenance plan is completed and responsibility for maintenance is assigned for stormwater treatment and flow control BMPs/facilities.
 - Keep records of inspections and enforcement actions by staff, including inspection reports, warning letters, notice of violations, and other enforcement activities.
- Provide copies of the “Notice of Intent” for construction or industrial activities to representatives of the proposed new development and redevelopment. Continue to enforce local ordinances controlling runoff from sites that are also covered by stormwater permits issued by Ecology.
- Provide training to staff on updated codes, standards, and procedures, and create public education and outreach materials.
- Maintain records of all inspections and enforcement actions by staff, as well as maintenance inspections and maintenance activities.

8.2 City's Development Activities Summary

The City's SWMP implements a program to reduce pollutants in stormwater runoff from new development, redevelopment, and construction site activities. The City Planning Department and Public Works Department are responsible for permitting, site plan review, inspections, and code enforcement actions, and work with the City's Stormwater Program Manager for coordination and tracking of Permit compliance. This includes the permitting, site plan review, inspections, and enforcement for residential and commercial projects.

Development Site Plan Review and Inspections

The City's program integrates the requirements of the Permit with the various stages of development. Compliance with Permit requirements for site plan review and inspections prior to, during, and post construction are required before certain stages of permitting are approved. For projects that meet the applicable thresholds, the City requires compliance with the Minimum Requirements found in Appendix I of the Permit. The complete Minimum Requirements are included in Table 8-1.

Table 8-1. Minimum Requirements for Projects Meeting Permit Thresholds	
#	Description
1	Preparation of Stormwater Site Plan
2	Construction Stormwater Pollution Prevention Plan (SWPPP) (or, if the project does not meet the thresholds, develop controls for the 13 elements in section 4.2 of Appendix I of the Permit that pertain to the project site)
3	Source Control of Pollution
4	Preservation of Natural Drainage Systems and Outfalls
5	On-site Stormwater Management
6	Runoff Treatment
7	Flow Control
8	Wetlands Protection
9	Operation and Maintenance

The City Planning and Public Works Departments review all applications for permits that are subject to the thresholds and Minimum Requirements in Appendix I of the Permit. Applicants are provided with checklists, forms, flow charts, and other information regarding the site plan and inspection process, many of which are on the City's website. Appendix D to this SWMP Plan contains Ecology flowcharts the City provides to project applicants regarding determining the applicability of various Minimum Requirements to a project. The web addresses for the City's Stormwater Minimum Requirements #1 to #5/9 form and Minimum Requirements #2 form are found in Appendix C. The City requires every applicant to complete a Minimum Requirements #2 form, which requests information for determining construction site sediment damage potential in compliance with Permit Appendix 7. Applicants are also directed to the Department of Ecology website to file a "Notice of Intent" for construction or industrial activity.

For site plan review, the Planning and Public Works Departments review project thresholds to determine the applicability of the Minimum Requirements in Appendix I of the Permit. This includes using the information and

flow charts found in Appendix D. Applicants are also given checklists and templates for determining the applicability of Minimum Requirements and for preparing site plans. After determining whether an applicant is required to comply with Minimum Requirements #1-5 (possibly including Minimum Requirement #7) or Minimum Requirements #1-9, the Planning and Public Works Departments review the site plan and approve those in compliance with the Permit and that use site-appropriate development principles prepared in accordance with the SWMMWW. The City has developed a Minimum Requirements submission format to streamline the submission and review process. Commercial projects generally meet the thresholds applicable for Minimum Requirements #1-9. Site plan review for projects that meet the thresholds for Minimum Requirements #1-9 are completed in conjunction with third party review.

Construction sites are required to implement Best Management Practices (BMPs) to prevent erosion and the discharge of sediment and other pollutants into receiving waters, and to comply with requirements related to construction stormwater pollution prevention depending on the thresholds met by the project. Prior to the start of construction, the City inspects sites to verify that BMPs are properly installed and are in compliance with the Permit. No work is approved to begin until the site has passed the pre-construction BMP inspection. The City tracks inspection results and compliance electronically.

Additional inspections are conducted during construction to review whether BMPs are functioning as designed and that projects are complying with construction stormwater pollution prevention requirements. The City requires weekly Temporary Erosion and Sediment Control (TESC) inspections, as well as inspections following rain events that cause runoff to discharge from the site. Among other things, the inspector reviews all areas disturbed by the construction activities, all BMPs, and all stormwater discharge points. The inspector also evaluates the effectiveness of BMPs and determines whether it is necessary to install, maintain, or repair BMPs. During Planning Department inspections, a correction notice is issued when a site is found to be out of compliance or a BMP is not functioning properly. Escalation clauses are included if compliance is not obtained as indicated in the correction notice, which can escalate to a stop work order or administrative order and fines under Anacortes Municipal Code Title 20, Civil Enforcement and Penalties. The City tracks inspection results and compliance electronically.

At the close of a project, an inspection is required to review whether permanent stormwater treatment and flow control BMPs have been correctly installed and meet City requirements. The Public Works Inspector must approve stormwater facilities before a site will pass its final City inspection and receive a Certificate of Occupancy. All permanent stormwater facilities that will be privately owned and maintained are required to have a maintenance plan that has been approved by the Director of the City Planning Department and filed with the Skagit County Auditor against the title of all properties using the stormwater facility. The maintenance plan must be consistent with the SWMMWW. The City tracks permanent stormwater facilities electronically.

Anacortes Municipal Code Revisions

The City passed Ordinance 2991 on November 28, 2016, Ordinance 2992 on December 16, 2016, and Ordinance 3040 on July 22, 2019 in compliance with Permit requirements to adopt an ordinance that addresses runoff from new development, redevelopment, and construction site activities.

Ordinance 2991 included the Minimum Requirements, thresholds, and definitions that are described in Appendix I of the Phase II Permit and the SWMMWW, as well as site planning requirements, criteria for BMP selection, design, and infeasibility criteria, LID competing needs criteria, and BMP limitations. The ordinance integrated the specifications and guidance in the 2012 Puget Sound Partnership Low Impact Development (LID) Technical

Guidance Manual, and also made LID the preferred and commonly used approach to site development. It expressly prohibited illicit discharges and illicit connections to the MS4 and provided enforcement and penalty provisions. It also included provisions regarding the operation and maintenance of private and municipal stormwater facilities.

Ordinance 2992 mainly introduced Title 19, the new Unified Development Code, which clarified and consolidated the City's development and permit process regulations and procedures in a single title of the code. It also addressed standards for stormwater management in compliance with the Permit.

The City passed Ordinance 3040 on July 22, 2019. Ordinance 3040 reinforced LID as the preferred and commonly used approach to site development and further consolidated development regulations into Title 19.

8.3 Planned 2020 Compliance Activities

The City's planned SWMP activities for controlling runoff from new development, redevelopment, and construction sites for this calendar year are included in Table 8-2.

Table 8-2. 2020 Controlling Runoff from New Development, Redevelopment, and Construction Sites Work Plan	
Activity ID	Activity Description
CTRL-1	Hold refresher training for City field staff (and training for new staff) with Department of Ecology regarding site plan review and the 2019 SWMMWW. Schedule additional training sessions, including those that coincide with internal coordination meetings to provide refresher training (and to train new staff) regarding coordination mechanisms between City Departments.
CTRL-2	Review City process and procedures and revise as necessary; train City staff on any updates and changes.
CTRL-3a	Track and report new development, redevelopment and construction permits, inspections and enforcement actions. Use Permit Appendix 1 to review and apply technical thresholds and determine the applicable Minimum Requirements for stormwater management at new development and redevelopment sites.
CTRL-3b	Review all stormwater site plans for proposed development activities in accordance with the SWMMWW.
CTRL-3c	Prior to clearing and construction, inspect all construction sites or permitted development sites that have a high potential for sediment transport as determined through plan review based on requirements described in Permit Appendix 7 regarding construction site sediment damage potential.
CTRL-3d	Inspect all permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls.
CTRL-3e	Inspect all stormwater treatment and flow control BMPs/facilities, and catch basins, in new residential developments every six months, until 90% of the lots are constructed (or when construction has stopped and the site is fully stabilized), to identify maintenance needs and enforce compliance with maintenance standards as needed.
CTRL-3f	Inspect all permitted development sites upon completion of construction and prior to final approval or occupancy to review whether proper installation of permanent stormwater facilities.
CTRL-3g	Verify that a maintenance agreement is on file for all newly constructed, privately owned permanent stormwater facilities.

CTRL-4	Maintain records of the City's inspection and enforcement activities.
CTRL-5	Make available the link to the electronic Construction Stormwater General Permit Notice of Intent form for construction activity and the electronic Industrial Stormwater General Permit Notice of Intent for industrial activity.

DRAFT

Section 9

MUNICIPAL OPERATIONS AND MAINTENANCE

9.1 Permit Requirements

Phase II Permit Section S5.C.7 requires the City to perform the following tasks:

- Implement and document an operations and maintenance program, with training, that has the ultimate goal of preventing or reducing stormwater impacts from municipal operations.
- Implement maintenance standards for the MS4 that are at least as protective as those specified in the Stormwater Management Manual for Western Washington (SWMMWW).
- Include provisions to verify adequate long term operations and maintenance of privately owned stormwater treatment and flow BMPs/facilities, including:
 - Adopt an ordinance or enforceable mechanism that clearly identifies the party responsible for maintenance in accordance with maintenance standards established under S5.C.7.a., requires inspection of facilities in accordance with the requirements, and establishes enforcement procedures.
 - Annually inspect stormwater treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted according to S5.C.6, including those permitted in accordance the 2007-2019 Ecology municipal stormwater permits, achieving at least 80% of required inspections.
 - Include a procedure for keeping records of inspections and enforcement actions by staff.
- Conduct annual inspection of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. Maintain an inspection program designed to inspect all sites that achieves at least 95% of inspections.
- When there is an exceedance of maintenance standards, perform maintenance: within 1 year for typical maintenance facilities (except catch basins), within 6 months for catch basins, and within 2 years for capital construction projects of less than \$25,000.
- Inspect all catch basins and inlets owned or operated by the City every two years. Clean the catch basins if inspections indicate cleaning is needed to comply with maintenance standards. Maintain an inspection program designed to inspect all sites that achieves at least 95% of inspections.
- Spot check potentially damaged treatment and flow control facilities after major storm events (24-hour storm event with a 10-year or greater recurrence interval). If spot checks indicate widespread damage or maintenance needs, inspect all facilities. Conduct repairs as needed in accordance with adopted maintenance standards.
- Implement practices, policies, and procedures to reduce stormwater impacts associated with runoff from road maintenance activities and all lands owned or maintained by the City, which includes City streets, parking lots, roads, or highways.
- Maintain and document an ongoing training program for staff, including follow up training as needed to address, among other things, the importance of protecting water quality, operation and maintenance standards, inspection procedures, relevant SWPPPs, selecting appropriate BMPs, ways to perform job activities to prevent or minimize impacts to water quality, maintenance and repair procedures, and procedures for reporting water quality concerns.

- Implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City that are not subject to another NPDES stormwater permit.
- Maintain records of the City's inspections, maintenance, or repair activities.

9.2 Municipal Operations and Maintenance

The City's Operations and Maintenance Division (housed within Public Works) oversees stormwater system inspection and maintenance. Their responsibilities include catch basin inspections and cleanings, street sweeping, facility cleaning and maintenance, spill response and control, and flood response and repair where applicable. The City storm system includes catch basins, storm drain pipes, ditches, storm ponds, storm vaults, and other associated structures. The City's code includes maintenance standards contained in the SWMMWW. The City inspects and cleans all catch basins owned and operated by the City every two years. Records are maintained and inspections are scheduled and tracked for all stormwater BMP/facilities owned or operated by the City in the City's asset management software program.

Long-term Operation and Maintenance

The City requires that a maintenance agreement is on file for all newly constructed, privately owned permanent stormwater facilities for the operation and maintenance of permanent stormwater treatment and flow control BMPs/facilities. The City conducts annual inspections of all treatment and flow control BMPs/facilities that discharge to the MS4 and that were permitted pursuant to the City's process for permitting, site plan review, and inspections. In new residential developments, the City conducts inspections of permanent stormwater treatment and flow control BMPs/facilities and catch basins to identify maintenance needs based on whether there are exceedances of maintenance standards. When there is an exceedance of maintenance standards, the City performs maintenance within timeframes provided in the Permit. The City maintains records of the City's inspection, maintenance, and enforcement activities.

Existing, permanent stormwater facilities are inspected to review whether ongoing maintenance is being completed. The City tracks permanent stormwater facilities electronically.

9.3 Planned 2020 Compliance Activities

The City's planned SWMP activities for municipal operations and maintenance for this calendar year are included in Table 9-1.

Table 9-1. 2020 Municipal Operations and Maintenance Work Plan	
Activity ID	Activity Description
MOM-1	Schedule and conduct City staff training and refresher training to address, among other things, the importance of protecting water quality, operation and maintenance standards, inspection procedures, maintenance and repair procedures, the City's SWPPPs, methods to minimize impacts to stormwater, and procedures for reporting water quality concerns.

MOM-2	For long-term operation and maintenance, conduct annual inspection of all treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted pursuant to the City's process for permitting, site plan review, and inspections.
MOM-3	For long-term operation and maintenance, conduct annual inspection of all treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted pursuant to the City's process for permitting, site plan review, and inspections.
MOM-2	Conduct annual inspections of all treatment and flow control facilities owned or operated by the City and perform maintenance as triggered by the maintenance standards.
MOM-3	Continue catch basin inspections at a rate that will achieve all catch basins being inspected every two years.
MOM-4	Clean catch basins as needed based on inspection results.
MOM-5	Perform street sweeping to reduce the amount of street waste that enters the storm drainage conveyance system.
MOM-6	Implement SWPPPs at required City facilities. Review and update SWPPPs as needed.
MOM-7	Review and maintain records in the City's asset management software program as to inspections and maintenance.
MOM-8	Schedule quarterly internal coordination meetings with various City staff involved in the inspection, maintenance, and repair of treatment and flow control facilities owned or operated by the City to review the scheduling of inspections and maintenance of the City's operation and maintenance program, determine whether the City is meeting its timing targets for inspections and maintenance, discuss tracking and records keeping, and gauge the need for any additional training or review of maintenance standards.

Section 10

SOURCE CONTROL PROGRAM FOR EXISTING DEVELOPMENT

10.1 Permit Requirements

Under Phase II Permit section S5.C.8 the City is required to implement a program to prevent and reduce pollutants in runoff from areas that discharge to the MS4. The program shall include:

- Application of operational source control BMPs, and if necessary, structural source control BMPs or treatment BMPs/facilities, or both, to pollution generating sources associated with existing land uses and activities.
- Inspections of pollutant generating sources at publicly and privately owned institutional, commercial and industrial sites to enforce implementation of required BMPs to control pollution discharging into the MS4.
- Application and enforcement of local ordinances at sites, identified pursuant to S5.C.8.b.ii, including sites with discharges authorized by a separate NPDES permit. Permittees that are in compliance with the terms of this Permit will not be held liable by Ecology for water quality standard violations or receiving water impacts caused by industries and other Permittees covered, or which should be covered under and NPDES permit issued by Ecology.
- Practices to reduce polluted runoff from the application of pesticides, herbicides, and fertilizers from the sites identified in the inventory.

The minimum performance measures for the Source Control Program includes:

- Permittees shall adopt and make effective an ordinance or other enforceable document requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities (due August 1, 2022).
- Permittees shall establish an inventory that identifies publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants to the MS4. The inventory shall include businesses and/or sites identified based on the presence of activities that are pollutant generating and other pollutant generating sources, based on complaint response, such as home-based businesses and multi-family sites (due August 1, 2022).
- Permittees shall implement an inspection program for sites identified pursuant to S5.C.8.b.ii (due January 1, 2023). All identified sites with a business address shall be provided information about activities that may generate pollutants and the source control requirements applicable to those activities. The Permittee shall annually complete the number of inspections equal to 20% of the businesses and/or sites listed in their source control inventory to assess BMP effectiveness and compliance with source control. Permittees shall inspect 100% of sites identified through credible complaints.
- Permittee shall implement a progressive enforcement policy that requires sites to comply with stormwater requirements within a reasonable time period (due January 1, 2023).
- Permittees shall train staff who are responsible for implementing the source control program to conduct these activities. The ongoing training program shall cover the legal authority for source

control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures.

10.2 City's Source Control Program Development

The City of Anacortes is planning for development of a Source Control Program. The City has begun exploring options for program structure and building a Source Control inventory. In preparation for future code adoption, the City is researching municipal code of existing Source Control programs in western Washington.

10.3 Planned 2020 Compliance Activities

The City's planned SWMP activities for the Source Control Program for this calendar year are included in Table 10-1.

Table 10.1 2020 Source Control Program Work Plan	
Activity ID	Activity Description
SC-1	Define program structure.
SC-2	Build Source Control inventory database.
SC-3	Begin municipal code adoption process.

Section 11

MONITORING AND ASSESSMENT

11.1 Permit Requirements

Section S8 of the Phase II Permit offers two options to meet monitoring and assessment requirements of the Permit regarding regional status and trends monitoring, SWMP effectiveness and source identification studies. Option #1 requires the City to pay annually into a collective fund to implement regional receiving water status and trends monitoring of small streams and marine nearshore areas. Option #1 Permittees are required to provide a brief description of the type of information gathered or received with their Annual Report. Option #2 requires a Permittee to conduct the required monitoring and other studies independently, and to provide a description of stormwater monitoring or studies conducted during the reporting period.

11.2 City's Monitoring and Assessment Program under Option #1

The City of Anacortes has implemented Option #1 to meet monitoring and assessment requirements regarding status and trends monitoring, and SWMP effectiveness and source identification studies. By implementing Option #1, the City is required to pay into a collective fund to implement a regional monitoring program for each of the monitoring and assessment requirements in the Phase II Permit. Annual payments to Ecology are due by August 15 of each year.

The City participates in the Stormwater Action Monitoring (SAM) program. The program aims to improve stormwater management, reduce pollution, improve water quality, and reduce flooding. SAM does this by measuring stormwater impacts on the environment and evaluating the effectiveness of efforts to manage stormwater. SAM targets three categories: effectiveness studies, status and trends studies, and source identification. Effectiveness studies look at how well the required or proposed stormwater management practices are working. Status and trends studies document water quality trends in the region. Source identification focuses on the common sources of illicit discharges and regional solutions and elimination methods. More information on SAM may be found on the Ecology website. Information for the SAM website is provided in Appendix C.

The Samish Indian Nation conducts water quality sampling in and around Fidalgo Bay, including locations at the City of Anacortes stormwater outfalls and within City drainage basins. The Samish Indian Nation have reported the results of analysis for fecal coliform and nitrite/nitrate to the City, as well as occasional total phosphorus results. In 2019, the Samish Indian Nation sampled outfalls in drainage basins F01, F03, F04, F09 and F14, as well as surface water samples in basins F03, F04, F14. The samples were analyzed for dissolved oxygen, fecal coliform, nitrate and nitrite, pH, phosphorus, salinity, specific conductivity, temperature, and turbidity. Sampling results from the Samish Indian Nation for this 2019 sampling have not yet been received by the City. The City will complete a thorough analysis of these sampling results when they are received. The City did some additional sampling in cooperation with the Samish Indian Nation in the F09 basin. The City understands that the Samish Indian Nation will continue sampling in 2020.

11.3 Planned 2020 Compliance Activities

The City's SWMP has a Water Quality Monitoring Program component. The City's planned SWMP activities for monitoring and assessment for this calendar year are included in Table 11-1.

Table 11-1. 2020 Monitoring and Assessment Work Plan	
Activity ID	Activity Description
MA-1	Continue annual payment for small streams and marine nearshore status trends by August 15.
MA-2	Continue annual payment for SWMP effectiveness and source identification studies by August 15.
MA-3	Continue sample coordination with the Samish Indian Nation.
MA-4	Review and analyze sampling results from the Samish Indian Nation and summarize for the 2020 Annual Report.

Section 12

REPORTING REQUIREMENTS

12.1 Permit Requirements

Section S9 of the Phase II Permit requires the City to:

- Submit an Annual Report to Ecology by March 31 of the following year (so that the reporting period for the annual report is the previous calendar year). The Annual Report shall include a submittal of the Annual Report form and attachments, which includes a copy of the Permittee's SWMP Plan and summaries, descriptions, reports, or other information as required.
- Retain all records related to the Phase II Permit and SWMP for at least five years and submit records to Ecology upon request.
- Make all records related to the Phase II Permit and the City's SWMP available to the public at reasonable times during business hours. A reasonable charge may be assessed by the Permittee for making photocopies of records.

12.2 Planned 2020 Compliance Activities

This SWMP Plan has been prepared in compliance with the NPDES Phase II Permit and describes planned activities for this calendar year. This SWMP Plan will be updated at least annually. The Annual Report and SWMP Plan will be posted to the City of Anacortes Stormwater website as required by the Permit. Web addresses for City of Anacortes stormwater website is contained in Appendix C. The City's planned SWMP activities for reporting requirements for this calendar year are included in Table 12-1.

Table 12-1. 2020 Reporting Requirements Work Plan	
Activity ID	Activity Description
RR-1	Submit Annual Report and SWMP Plan to Ecology
RR-2	Retain records related to Phase II Permit and SWMP for at least five years
RR-3	Make all records related to the Phase II Permit and SWMP available to the public
RR-4	Post the Annual Report and SWMP Plan to the City of Anacortes Stormwater website as required by the Permit

Appendix A

ACRONYMS AND DEFINITIONS

Acronyms and Abbreviations

AKART – All Known, Available, and Reasonable Methods of Prevention, Control, and Treatment

BMP – Best Management Practice

CWA – Clean Water Act of 1972

Ecology – Department of Ecology

EPA – Environmental Protection Agency

FBARCS – Fidalgo Bay Aquatic Reserve Citizen Stewardship Committee

IDDE – Illicit Discharge Detection and Elimination

IS – Information Services

MEP – Maximum Extent Practicable

MS4 – Municipal Separate Storm Sewer System

NPDES – National Pollutant Discharge Elimination System

O&M – Operations and Maintenance

Parks – City of Anacortes Parks Department

Phase II Permit – Western Washington Phase II Municipal Stormwater Permit

Public Works or PW – City of Anacortes Public Works Department

RSMP – Regional Stormwater Monitoring Program

SAM – Stormwater Action Monitoring

SCD – Skagit Conservation District

SIDIR – Source Identification Information Repository

SOP – Standard Operating Procedure

STORM – Stormwater Outreach for Regional Municipalities

SWMMWW – Stormwater Management Manual for Western Washington (2012, amended 2014)

SWMP – Stormwater Management Plan

SWPPP – Stormwater Pollution Prevention Plan

TMDL – Total Maximum Daily Load

Definitions

The following definitions are taken directly from the Phase II Permit and are reproduced here for the reader's convenience.

40 CFR means Title 40 of the Code of Federal Regulations, which is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the federal government.

AKART means All Known, Available, and Reasonable methods of prevention, control and Treatment. See also State Water Pollution Control Act, Chapter 90.48.010 RCW and Chapter 90.48.520 RCW.

All Known, Available and Reasonable Methods of Prevention, Control and Treatment (AKART) refers to the State Water Pollution Control Act, Chapter 90.48.010 RCW and Chapter 90.48.520 RCW.

Applicable TMDL means a TMDL which has been approved by EPA on or before the issuance date of this Permit, or prior to the date that Ecology issues coverage under this Permit, whichever is later.

Beneficial Uses means uses of waters of the State, which include but are not limited to use for domestic, stock watering, industrial, commercial, agricultural, irrigation, mining, fish and wildlife maintenance and enhancement, recreation, generation of electric power and preservation of environmental and aesthetic values, and all other uses compatible with the enjoyment of the public waters of the State.

Best Management Practices are the schedules of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by Ecology that, when used singly or in combination, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

BMP means Best Management Practice.

Bypass means the diversion of stormwater from any portion of a stormwater treatment facility.

Circuit means a portion of a MS4 discharging to a single point or serving a discrete area determined by traffic volumes, land use, topography or the configuration of the MS4.

Component or Program Component means an element of the Stormwater Management Program listed in S5 - Stormwater Management Program for Cities, Towns, and Counties, or S6 – Stormwater Management Program for Secondary Permittees, or S7 – Compliance with Total Maximum Daily Load Requirements, or S8 – Monitoring and Assessment, of this Permit.

Community-based social marketing is a social marketing methodology. It employs a systematic approach intended to change the behavior of communities to reduce their impact on the environment. Realizing that providing information is usually not sufficient to initiate behavior change, community-based social marketing uses tools and findings from social psychology to discover the perceived barriers to behavior change and ways of overcoming these barriers.

Conveyance System means that portion of the municipal separate storm sewer system designed or used for conveying stormwater.

Co-Permittee means an owner or operator of an MS4 which is in a cooperative agreement with at least one other applicant for coverage under this Permit. A Co-Permittee is an owner or operator of a regulated MS4 located within or in proximity to another regulated MS4. A Co-Permittee is only responsible for permit conditions relating to discharges from the MS4 the Co-Permittee owns or operates. See also 40 CFR 122.26(b)(1).

CWA means Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95- 576, Pub. L. (6-483 and Pub. L. 97-117, 33 U.S.C. 1251 et seq.).

Director means the Director of the Washington State Department of Ecology, or an authorized representative.

Discharge Point means the location where a discharge leaves the Permittee's MS4 through the Permittee's MS4 facilities/BMPs designed to infiltrate.

Entity means a governmental body, or a public or private organization.

EPA means the U.S. Environmental Protection Agency.

Fully Stabilized means the establishment of a permanent vegetative cover, or equivalent permanent stabilization measures (such as riprap, gabions or geotextiles) which prevents erosion.

General Permit means a permit which covers multiple dischargers of a point source category within a designated geographical area, in lieu of individual permits being issued to each discharger.

Groundwater means water in a saturated zone or stratum beneath the surface of the land or below a surface water body. Refer to Chapter 173-200 WAC.

Hazardous Substance means any liquid, solid, gas, or sludge, including any material, substance, product, commodity, or waste, regardless of quantity, that exhibits any of the physical, chemical, or biological properties described in WAC 173-303-090 or WAC 173-303-100.

Heavy Equipment Maintenance or Storage Yard means an uncovered area where any heavy equipment, such as mowing equipment, excavators, dump trucks, backhoes, or bulldozers are washed or maintained, or where at least five pieces of heavy equipment are stored on a long-term basis.

Highway means a main public road connecting towns and cities.

Hydraulically Near means runoff from the site discharges to the sensitive feature without significant natural attenuation of flows that allows for suspended solids removal. See Appendix 7 Determining Construction Site Sediment Damage Potential for a more detailed definition.

Hyperchlorinated means water that contains more than 10 mg/Liter chlorine.

Illicit Connection means any infrastructure connection to the MS4 that is not intended, permitted or used for collecting and conveying stormwater or non-stormwater discharges allowed as specified in this Permit (S5.C.5 and S6.D.3). Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the MS4.

Illicit Discharge means any discharge to a MS4 that is not composed entirely of stormwater or of nonstormwater discharges allowed as specified in this Permit (S5.C.5 and S6.D.3).

Impervious Surface means a non-vegetated surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development. A non-vegetated surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or stormwater areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled, macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Land Disturbing Activity means any activity that results in a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered land disturbing activity. Vegetation maintenance practices, including landscape maintenance and gardening, are not considered land disturbing activity. Stormwater facility maintenance is not considered land disturbing activity if conducted according to established standards and procedures.

LID means Low Impact Development.

LID BMP means Low Impact Development Best Management Practices.

LID Principles means land use management strategies that emphasize conservation, use of on-site natural features, and site planning to minimize impervious surfaces, native vegetation loss, and stormwater runoff.

Low Impact Development (LID) means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.

Low Impact Development Best Management Practices (LID BMP) means distributed stormwater management practices, integrated into a project design, that emphasize pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to, bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, soil quality and depth, vegetated roofs, minimum excavation foundations, and water re-use.

Material Storage Facilities means an uncovered area where bulk materials (liquid, solid, granular, etc.) are stored in piles, barrels, tanks, bins, crates, or other means.

Maximum Extent Practicable refers to paragraph 402(p)(3)(B)(iii) of the federal Clean Water Act which reads as follows: Permits for discharges from municipal storm sewers shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques, and system, design, and engineering methods, and other such provisions as the Administrator or the State determines appropriate for the control of such pollutants.

MEP means Maximum Extent Practicable.

MS4 means Municipal Separate Storm Sewer System.

Municipal Separate Storm Sewer System means a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- (i) Owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 208 of the CWA that discharges to waters of Washington State.
- (ii) Designed or used for collecting or conveying stormwater.
- (iii) Which is not a combined sewer;
- (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.; and
- (v) Which is defined as “large” or “medium” or “small” or otherwise designated by Ecology pursuant to 40 CFR 122.26.

National Pollutant Discharge Elimination System means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under Sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the State from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington State Department of Ecology.

Native Vegetation means vegetation comprised of plant species, other than noxious weeds, that are indigenous to the coastal region of the Pacific Northwest and which reasonably could have been expected to naturally occur on the site. Examples include trees such as Douglas Fir, western hemlock, western red cedar, alder, big-leaf maple; shrubs such as willow, elderberry, salmonberry, and salal; and herbaceous plants such as sword fern, foam flower, and fireweed.

New Development means land disturbing activities, including Class IV General Forest Practices that are conversions from timber land to other uses; structural development, including construction or installation of a building or other structure; creation of hard surfaces; and subdivision, short subdivision and binding site plans, as defined and applied in Chapter 58.17 RCW. Projects meeting the definition of redevelopment shall not be considered new development. Refer to Appendix 1 for a definition of hard surfaces.

New Permittee means a city, town, or county that is subject to the Western Washington Municipal Stormwater General Permit and was not subject to the permit prior to July 1, 2019.

New Secondary Permittee means a Secondary Permittee that is covered under a municipal stormwater general permit

NOI means Notice of Intent.

Notice of Intent (NOI) means the application for, or a request for coverage under, a General Permit pursuant to WAC 173-226-200.

Notice of Intent for Construction Activity means the application form for coverage under the Construction Stormwater General Permit.

Notice of Intent for Industrial Activity means the application form for coverage under the Industrial Stormwater General Permit.

NPDES means National Pollutant Discharge Elimination System.

Outfall means a point source as defined by 40 CFR 122.2 at the point where a discharge leaves the Permittee's MS4 and enters a surface receiving waterbody or surface receiving waters. Outfall does not include pipes, tunnels, or other conveyances which connect segments of the same stream or other surface waters and are used to convey primarily surface waters (i.e., culverts).

Overburdened Community means minority, low-income, tribal, or indigenous populations or geographic locations in Washington State that potentially experience disproportionate environmental harms and risks. This disproportionality can be as a result of greater vulnerability to environmental hazards, lack of opportunity for public participation, or other factors. Increased vulnerability may be attributable to an accumulation of negative or lack of positive environmental, health, economic, or social conditions within these populations or places. The term describes situations where multiple factors, including both environmental and socio-economic stressors, may act cumulatively to affect health and the environment and contribute to persistent environmental health disparities.

Permittee unless otherwise noted, the term "Permittee" includes city, town, or county Permittee, CoPermittee, New Permittee, Secondary Permittee, and New Secondary Permittee.

Physically Interconnected means that one MS4 is connected to another storm sewer system in such a way that it allows for direct discharges to the second system. For example, the roads with drainage systems and municipal streets of one entity are physically connected directly to a storm sewer system belonging to another entity.

Project site means that portion of a property, properties, or right-of-ways subject to land disturbing activities, new hard surfaces, or replaced hard surfaces. Refer to Appendix 1 for a definition of hard surfaces.

QAPP means Quality Assurance Project Plan.

Qualified Personnel means someone who has had professional training in the aspects of stormwater management for which they are responsible and are under the functional control of the Permittee. Qualified Personnel may be staff members, contractors, or volunteers.

Quality Assurance Project Plan means a document that describes the objectives of an environmental study and the procedures to be followed to achieve those objectives.

RCW means the Revised Code of Washington State.

Receiving Waterbody or Receiving Waters means naturally and/or reconstructed naturally occurring surface water bodies, such as creeks, streams, rivers, lakes, wetlands, estuaries, and marine waters, or groundwater, to which a MS4 discharges.

Redevelopment means, on a site that is already substantially developed (i.e., has 35% or more of existing hard surface coverage), the creation or addition of hard surfaces; the expansion of a building footprint or addition or replacement of a structure; structural development including construction, installation or expansion of a building or other structure; replacement of hard surface that is not part of a routine maintenance activity; and land disturbing activities. Refer to Appendix 1 for a definition of hard surfaces.

Regulated Small Municipal Separate Storm Sewer System means a Municipal Separate Storm Sewer System which is automatically designated for inclusion in the Phase II stormwater permitting program by its location within an Urbanized Area, or by designation by Ecology and is not eligible for a waiver or exemption under S1.C.

Runoff is water that travels across the land surface and discharges to water bodies either directly or through a collection and conveyance system. See also “Stormwater.”

SAM means Stormwater Action Monitoring

Secondary Permittee is an operator of a regulated small MS4 which is not a city, town or county. Secondary Permittees include special purpose districts and other public entities that meet the criteria in S1.B.

Sediment/Erosion-Sensitive Feature means an area subject to significant degradation due to the effect of construction runoff, or areas requiring special protection to prevent erosion. See Appendix 7 Determining Construction Site Sediment Damage Potential for a more detailed definition.

Shared Water Bodies means water bodies, including downstream segments, lakes and estuaries that receive discharges from more than one Permittee.

Significant Contributor means a discharge that contributes a loading of pollutants considered to be sufficient to cause or exacerbate the deterioration of receiving water quality or instream habitat conditions.

Small Municipal Separate Storm Sewer System means an MS4 that is not defined as “large” or “medium” pursuant to 40 CFR 122.26(b)(4) & (7) or designated under 40 CFR 122.26 (a)(1)(v).

Source Control BMP means a structure or operation that is intended to prevent pollutants from coming into contact with stormwater through physical separation of areas or careful management of activities that are sources of pollutants. The SWMMWW separates source control BMPs into two types. Structural Source Control BMPs are physical, structural, or mechanical devices, or facilities that are intended to prevent pollutants from entering stormwater. Operational BMPs are non-structural practices that prevent or reduce pollutants from entering stormwater.

Stormwater means runoff during and following precipitation and snowmelt events, including surface runoff, drainage or interflow.

Stormwater Action Monitoring (SAM) is the regional stormwater monitoring program for Western Washington. This means, for all of Western Washington, a stormwater-focused monitoring and assessment program consisting of these components: status and trends monitoring in small streams and marine nearshore areas, stormwater management program effectiveness studies, and source identification projects. The priorities and scope for SAM are set by a formal stakeholder group that selects the studies and oversees the program’s administration.

Stormwater Associated with Industrial and Construction Activity means the discharge from any conveyance which is used for collecting and conveying stormwater, which is directly related to manufacturing, processing or raw materials storage areas at an industrial plant, or associated with clearing, grading and/or excavation, and is required to have an NPDES permit in accordance with 40 CFR 122.26.

Stormwater facility retrofits means both: projects that retrofit existing treatment and/or flow control facilities; and new flow control or treatment facilities or BMPs that will address impacts from existing development.

Stormwater Management Program (SWMP) means a set of actions and activities designed to reduce the discharge of pollutants from the MS4 to the MEP and to protect water quality, and comprising the components listed in S5 (for cities, towns, and counties) or S6 (for Secondary Permittees) of this Permit and any additional

actions necessary to meet the requirements of applicable TMDLs pursuant to S7 – Compliance with TMDL Requirements, and S8– Monitoring and Assessment.

Stormwater Treatment and Flow Control BMPs/Facilities means detention facilities, permanent treatment BMPs/facilities; and bioretention, vegetated roofs, and permeable pavements that help meet Appendix 1 Minimum Requirements #6 (treatment), #7 (flow control), or both.

Surface Waters includes lakes, rivers, ponds, streams, inland waters, salt waters, and all other surface waters and water courses within the jurisdiction of the State of Washington.

SWMMWW or Stormwater Management Manual for Western Washington means Stormwater Management Manual for Western Washington (2019).

SWMP means Stormwater Management Program.

TMDL means Total Maximum Daily Load.

Total Maximum Daily Load (TMDL) means a water cleanup plan. A TMDL is a calculation of the maximum amount of a pollutant that a water body can receive and still meet water quality standards, and an allocation of that amount to the pollutant's sources. A TMDL is the sum of the allowable loads of a single pollutant from all contributing point and nonpoint sources. The calculation must include a margin of safety to ensure that the water body can be used for the purposes the state has designated. The calculation must also account for seasonable variation in water quality. Water quality standards are set by states, territories, and tribes. They identify the uses for each water body, for example, drinking water supply, contact recreation (swimming), and aquatic life support (fishing), and the scientific criteria to support that use. The Clean Water Act, Section 303, establishes the water quality standards and TMDL programs.

Tributary Conveyance means pipes, ditches, catch basins, and inlets owned or operated by the Permittee and designed or used for collecting and conveying stormwater.

UGA means Urban Growth Area.

Urban Growth Area (UGA) means those areas designated by a county pursuant to RCW 36.70A.110.

Urbanized Area is a federally-designated land area comprising one or more places and the adjacent densely settled surrounding area that together have a residential population of at least 50,000 and an overall population density of at least 1,000 people per square mile. Urbanized Areas are designated by the U.S. Census Bureau based on the most recent decennial census.

Vehicle Maintenance or Storage Facility means an uncovered area where any vehicles are regularly washed or maintained, or where at least 10 vehicles are stored.

Water Quality Standards means Surface Water Quality Standards, Chapter 173-201A WAC, Groundwater Quality Standards, Chapter 173-200 WAC, and Sediment Management Standards, Chapter 173-204 WAC.

Waters of the State includes those waters as defined as "waters of the United States" in 40 CFR Subpart 122.2 within the geographic boundaries of Washington State and "waters of the State" as defined in Chapter 90.48 RCW which includes lakes, rivers, ponds, streams, inland waters, underground waters, salt waters and all other surface waters and water courses within the jurisdiction of the State of Washington.

Waters of the United States refers to the definition in 40 CFR 122.2.

Appendix B

ANACORTES MUNICIPAL CODE

The following includes the many of the sections in the City of Anacortes Municipal Code that relate to the City's Stormwater Management Program:

Title 13 Public Services

Chapter 13.10 Storm and Sewer Surface Water Utility

Chapter 13.18 Elimination of Storm or Surface Drainage Water from Sewerage System

Title 16 Tree Preservation

Chapter 16.50 Tree Preservation

Title 17 Critical Areas and Essential Public Facilities

Chapter 17.70 Critical Area Regulations

Title 18 Environmental Protection

Chapter 18.04 State Environmental Policy Act

Chapter 18.16 Shoreline Master Plan

Chapter 18.30 Illicit Discharges and Connections to the Stormwater Drainage System

Chapter 18.40 Operations and Maintenance of Private and Municipal Stormwater Facilities

Title 19 Unified Development Code

Chapter 19.12 Definitions and Interpretation

Chapter 19.22 Concurrency

Chapter 19.30 Site Plan Review

Chapter 19.32 Land Divisions

Chapter 19.42 Form and Intensity Standards

Chapter 19.43 Residential Uses

Chapter 19.51 Public Street Improvements Required

Chapter 19.52 Public Street Design

Chapter 19.53 Private Driveways and Access

Chapter 19.54 Subdivision Design and Block Structure

Chapter 19.61 Block Frontage Standards

Chapter 19.62 Site Planning

Chapter 19.64 Parking

Chapter 19.65 Landscaping

Chapter 19.76 Stormwater

Chapter 19.78 Clearing and Grading

Chapter 19.82 Development Agreement for Port-Owned Property

Title 20 Civil Enforcement and Penalties

Appendix C

USEFUL WEBSITES

City of Anacortes website: <https://www.anacorteswa.gov/>

City of Anacortes stormwater website: <https://www.anacorteswa.gov/493/Stormwater>

City of Anacortes Stormwater Resources:
<https://www.anacorteswa.gov/269/Stormwater>

City of Anacortes Illicit Discharge Detection and Elimination Program Manual:
<https://www.cityofanacortes.org/DocumentCenter/View/13588/IDDE-Manual-with-Appendix-A-F-October-2018-PDF>

City of Anacortes GIS Mapping: <https://www.anacorteswa.gov/635/GIS-Mapping>

City of Anacortes IDDE Program Manual:
<https://www.anacorteswa.gov/DocumentCenter/View/13588/IDDE-Manual-with-Appendix-A-F-October-2018-PDF>

City of Anacortes Minimum Requirements #1 to # 5/9 Form:
<https://www.anacorteswa.gov/DocumentCenter/View/99/Stormwater-Minimum-Requirements-1-9--PDF>

City of Anacortes Minimum Requirements #2 Form:
<https://www.anacorteswa.gov/DocumentCenter/View/13743/Stormwater-Minimum-Requirement-2-PDF>

City of Anacortes Planning, Community, and Economic Development website:
<https://www.cityofanacortes.org/161/Planning-Community-Economic-Development>

Skagit Conservation District: <http://www.skagitcd.org/>

Department of Ecology: <https://ecology.wa.gov/>

NPDES Phase II Permit: <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Municipal-stormwater-general-permits/Western-Washington-Phase-II-Municipal-Stormwater>

Stormwater Action Monitoring: <https://ecology.wa.gov/Regulations-Permits/Reporting-requirements/Stormwater-monitoring/Stormwater-Action-Monitoring>

Skagit Conservation District Programs in partnership with the City of Anacortes:

Skagit Stream Team: http://skagitcd.org/stream_team

Backyard Conservation Stewardship Program: http://skagitcd.org/backyard_wildlife

Watershed Masters Volunteer Training Program: http://skagitcd.org/watershed_masters

Brochures available on the City of Anacortes website:

Charity Car Wash Kits: <https://www.anacorteswa.gov/DocumentCenter/View/4584/Charity-Car-Wash-Kits-PDF>

Five Steps to Natural Yard Care: <https://www.anacorteswa.gov/DocumentCenter/View/4585/Five-Steps-to-Natural-Yard-Care-PDF>

Food and Restaurant Good Cleaning Practices:
<https://www.anacorteswa.gov/DocumentCenter/View/4586/Food-and-Restaurant-Good-Cleaning-Practices-PDF>

Industry Automobile Good Cleaning Practices:
<https://www.anacorteswa.gov/DocumentCenter/View/4587/Industry-Automobile-Good-Cleaning-Practices-PDF>

Low Impact Development (LID) Fact Sheet:
<https://www.anacorteswa.gov/DocumentCenter/View/4588/Low-Impact-Development-LID-Fact-Sheet-PDF>

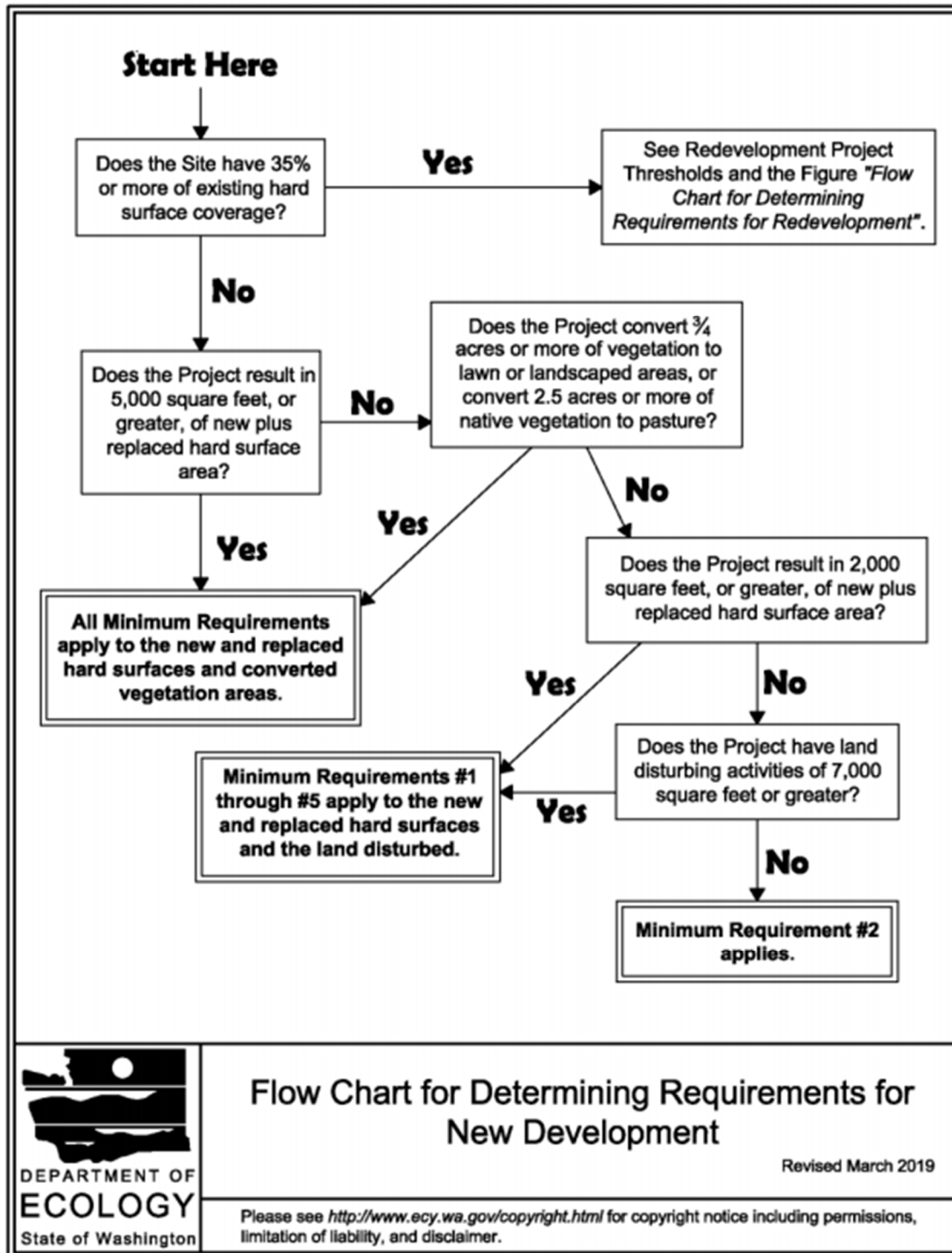
Mobile Carpet Cleaning Practices:
<https://www.anacorteswa.gov/DocumentCenter/View/4589/Mobile-Carpet-Cleaning-Practices-PDF>

Power Washing Practices:
<https://www.anacorteswa.gov/DocumentCenter/View/4590/Power-Washing-Practices-PDF>

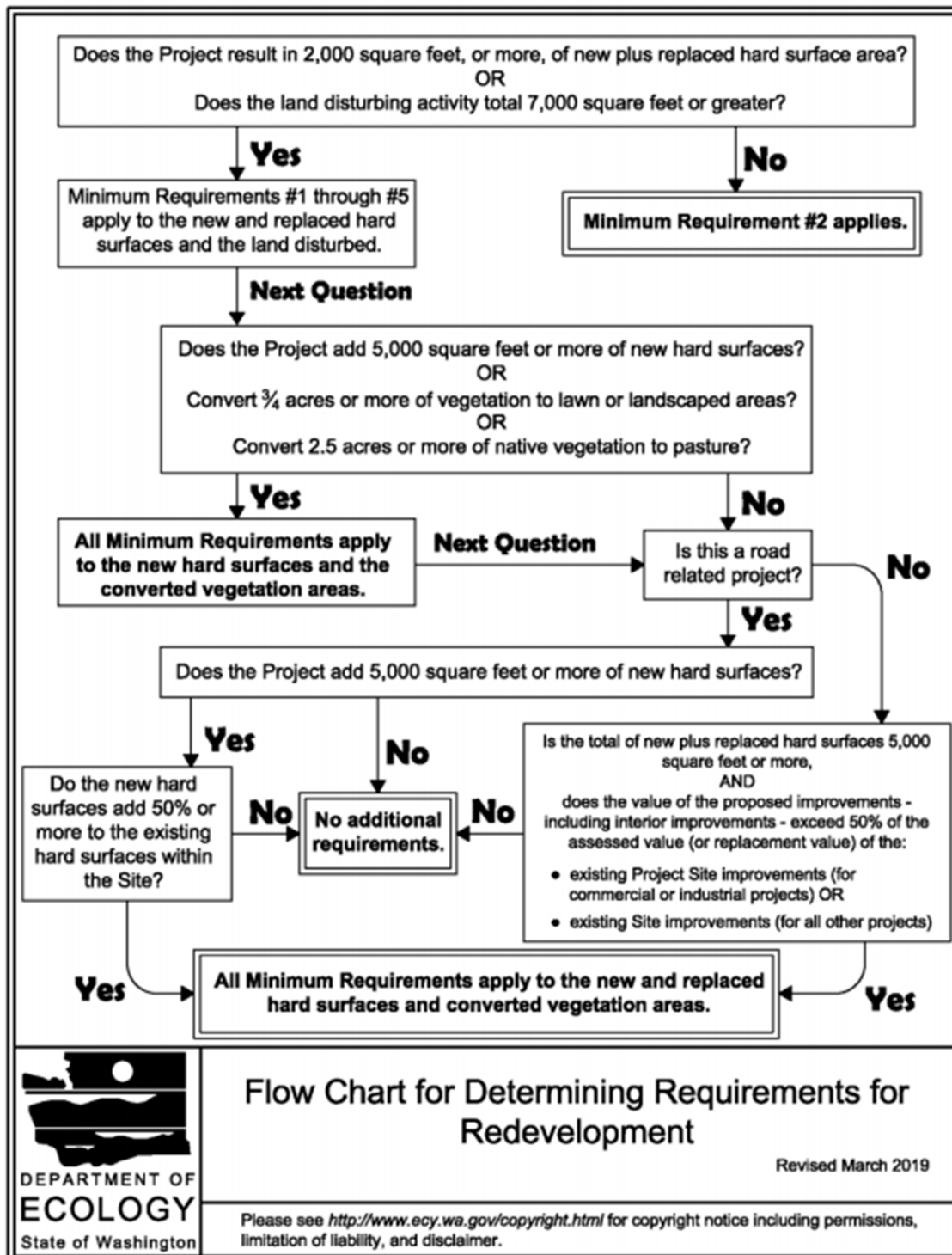
Appendix D

ECOLOGY FLOW CHARTS

Flow Chart for Determining Requirements for New Development



Flow Chart for Determining Requirements for Redevelopment



A circular frame containing a landscape photograph. The scene shows a calm body of water, likely a lake or bay, with a forested shoreline in the background. In the foreground, there are several dark, silhouetted trees and a rustic wooden fence made of logs. The sky is a pale, hazy blue, suggesting an overcast day. The overall tone is serene and natural.

2020 STORMWATER MANAGEMENT PROGRAM PLAN

Diane Hennebert
Stormwater Program Manager

Why is Stormwater a Problem?

- Rain water picks up what it touches, like oil from the road, yard chemicals and pet waste. This polluted water then runs off into our creeks, lakes, and the Salish Sea.



Only rain down the drain!

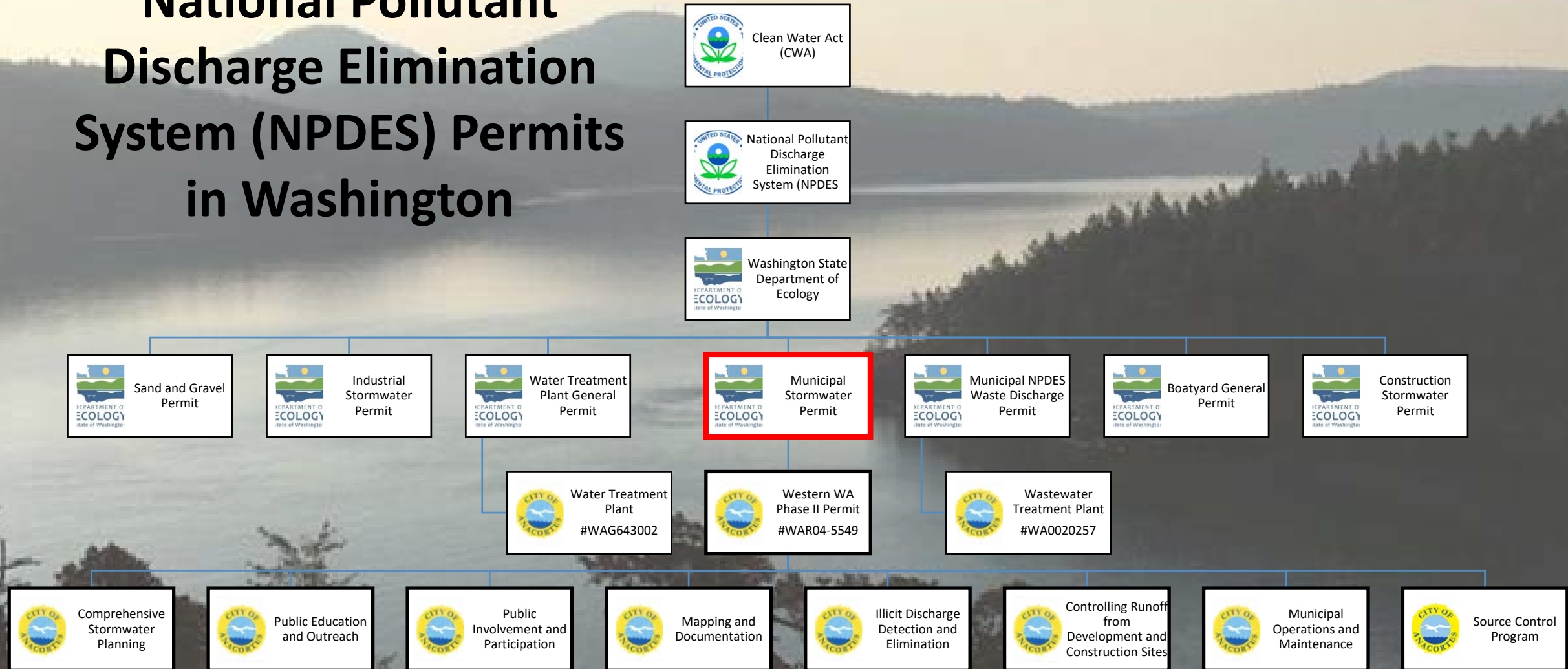


Overview of NPDES

- NPDES = National Pollutant Discharge Elimination System
- The City is required to have a NPDES Permit under the federal Clean Water Act
- Permitting authority delegated to the Department of Ecology in Washington State for stormwater



National Pollutant Discharge Elimination System (NPDES) Permits in Washington



Stormwater Program Administration



Stormwater Planning

Over the permit cycle:

- Long range plan updates
- Low Impact Development (LID)
- Stormwater Management Action Planning
 - Receiving water assessment
 - Basin prioritization

In 2020:

- Convene an interdisciplinary team for stormwater planning
- Assess any potential barriers to implementation of LID principles
- Begin data collection for receiving water assessment

Public Education and Outreach

- Regional Partnership



- Community Outreach
- Workshops



Public Involvement and Participation

- Outreach to local organizations and tribes
- Draft SWMP Plan on website for public input
- 2019 Annual Report and 2020 SWMP Plan will be uploaded to the website as soon as they are finalized



Mapping and Documentation



Permit requirements:

- Electronic format
- Stormwater drainage system
- Stormwater facilities
- Storm system connections
- Outfalls
- Receiving waters

Stormwater use of ArcGIS and Cartegraph systems includes:

- Illicit Discharge tracking
- Citizen concerns
- Maintenance tracking
- Development information
- Basin analysis

Illicit Discharge Detection and Elimination (IDDE)

- IDDE hotline: (360) 293-1921
- Public outreach
- Staff training
- Field screening



Controlling Runoff from New Development, Redevelopment and Construction Sites

- Reduce pollutants in stormwater runoff
- Site plan review
 - Low Impact Development
 - Minimum Requirements
- Construction inspection
- Maintenance agreements



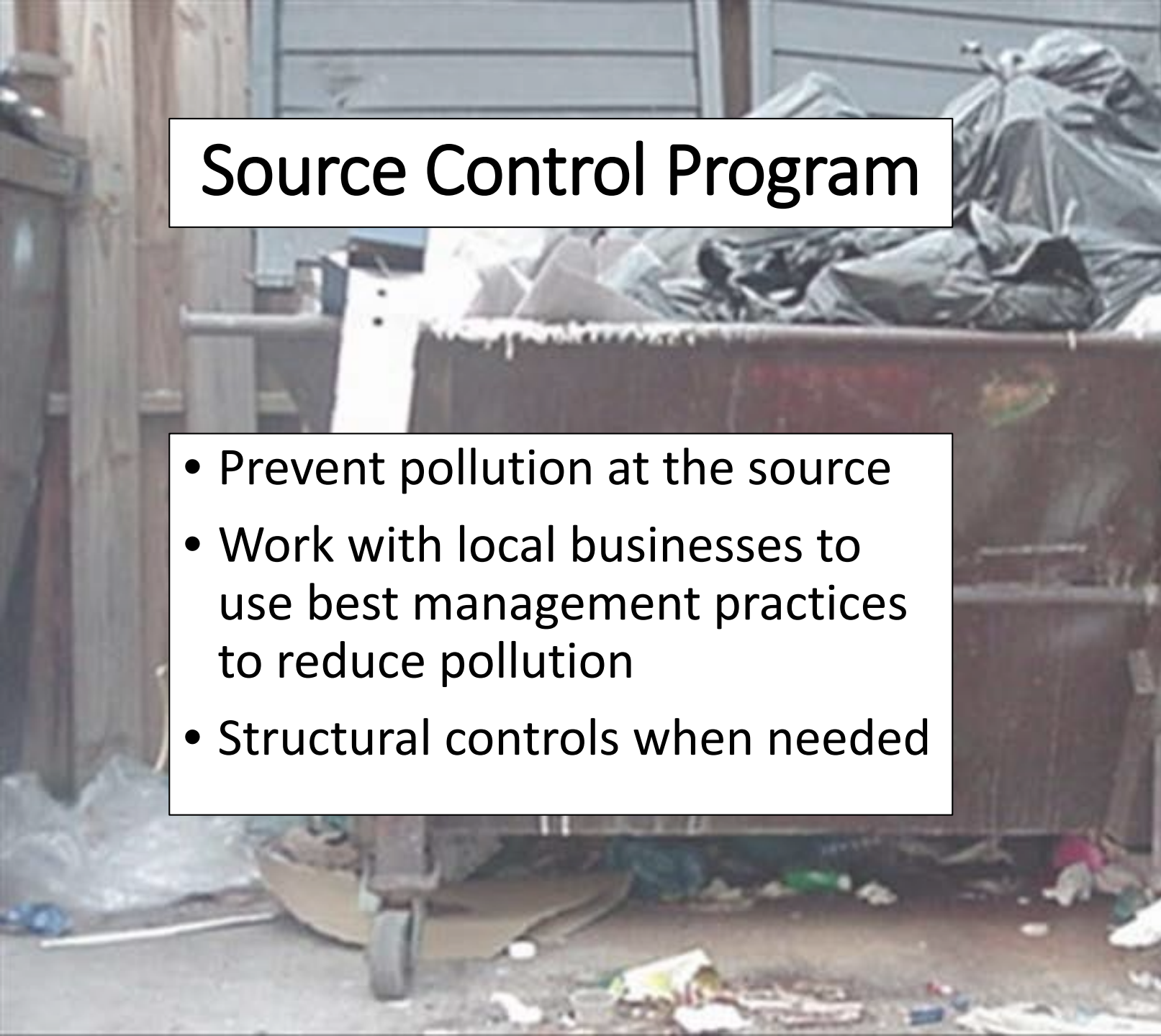
Municipal Operations and Maintenance

- Catch basin inspection cycle
- Stormwater facility inspection
- Street sweeping
- Major storm events
- Staff training and documentation



Source Control Program

- Prevent pollution at the source
- Work with local businesses to use best management practices to reduce pollution
- Structural controls when needed



Monitoring and Assessment

Option One:

Contribute to
Stormwater Action
Monitoring regional
program

- Status and trends monitoring
- Effectiveness studies
- Source identification



Option Two:

Conduct Local
Sampling

- Stormwater discharge monitoring program

QUESTIONS AND COMMENTS

Diane Hennebert

Stormwater Program Manager

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Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning March 9, 2020

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.

March 9, 2020

- Public Hearing: Approval of a Master Permit for Telecommunications Use of Right of Way for City of Anacortes/ACCESS Anacortes Fiber Internet Installation in accordance with AMC Chapter 5.38.040 (Discussion/Possible Action)
- Thompson Train Purchase Proposal (Discussion)
- Comcast Franchise Agreement (Discussion/Possible Action)
- Access - Anacortes Municipal Fiber Update (Discussion/Possible Action)
- Executive Session (30 Minutes) beginning 6:00 p.m. : Potential Litigation or Litigation per RCW 42.30.110 (i)

March 16, 2020

- Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - General Provisions & Review Procedures (Exemptions, Outdoor Recreation and Bikes) (Discussion)

March 23, 2020

- Public Hearing: Ordinance 3065: Sewer Capital Facility Plan Update (Discussion/Possible Action)
- Contract Award: Skagit River Raw Water Pipeline and Clearwell Project #20-048-WTR-001 (Action)

April 6, 2020

- Continued Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - Wetlands and Fish, Wildlife, Habitat Conservation Areas (ACFL & Herons) (Discussion)

April 13, 2020

April 20, 2020

- Continued Public Hearing: Ordinance 3064 Updating Critical Areas Regulations - Geologically Hazardous, Critical Aquifer, Frequently Flooded Areas, and Definitions (Discussion)

April 27, 2020

May 4, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Mar 2, 2020, 5:00 PM, Main Conference Room, City Hall
- Port/City Liaison, Tuesday, Mar 3, 2020, 8:30 AM, Port of Anacortes
- Housing Affordability & Community Services, Thursday, Mar 5, 2020, 1:30 PM, City Hall
- Community Center/Pool, Thursday, Mar 5, 2020, 3:30 PM, Third Floor Conference Room, City Hall
- Planning, Monday, Mar 9, 2020, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Mar 11, 2020, 5:00 PM, Main Conference Room, City Hall
- Fiber, Thursday, Mar 12, 2020, 2:30 PM, Third Floor Conference Room, City Hall
- Public Works, Monday, Mar 16, 2020, 5:00 PM, Main Conference Room, City Hall
- Fiber, Thursday, Mar 19, 2020, 3:30 PM, Third Floor Conference Room, City Hall
- Planning, Monday, Mar 23, 2020, 5:00 PM, Main Conference Room, City Hall