



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

April 24, 2017
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Planning Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of April 17, 2017
 - b. Approval of Claims in the amount of: \$258,486.82
 - c. Contract Award: Ford F450 Crane Flat Deck & Crane
6. **Public Hearings**
 - a. * Public Hearing: Review Draft Community Development Block Grant (CDBG) 2017/2018 Action Plan, Housing Needs & Community Input (Discussion)
7. **Other Business**
 - a. * Anacortes School District Early Learning Programs Presentation (Discussion)
 - b. * Resolution 1987: Master Intergovernmental Cooperative Purchasing Agreement with U.S. Communities (Discussion/Possible Action)
8. **Adjournment**

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

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



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning May 1, 2017

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, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

May 1, 2017

- City Council Candidate Presentations (Discussion)
- Skagit, Whatcom, Island Counties HUD HOME Consortium Agreement Renewal, Presentation by Kayla Schott-Bresler (Discussion/Possible Action)
- Finance Update (Discussion)
- Ordinance ____: 2017 Budget Amendment (Discussion/Possible Action)

Executive Session (20 Minutes) : City Council Candidate Discussion per RCW 42.30.110 (h)

May 8, 2017

- Anacortes Historic Preservation Board Annual Report (Discussion)

Executive Session (____ Minutes) : City Council Candidate Discussion RCW 42.30.110 (h) (At Beginning of Meeting)

May 15, 2017

- Community Development Block Grant (CDBG): Review and Approve 2017/2018 Action Plan (Action)

May 22, 2017

June 5, 2017

- Closed Record Public Hearing: CUP-2017-0001, Anacortes School District, Cap Sante High School Portable(s) at SE corner of 22nd Street & "J" Avenue

June 12, 2017

June 19, 2017

June 26, 2017

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Apr 24, 2017, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Apr 26, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Personnel Committee, Friday, Apr 28, 2017, 9:00 AM, Main Conference Rm, City Hall
- Public Works, Monday, May 1, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Housing Affordability & Community Services, Thursday, May 4, 2017, 1:30 PM, City Hall
- Planning, Monday, May 8, 2017, 5:00 PM, Main Conference Room, City Hall
- Public Safety, Tuesday, May 9, 2017, 4:30 PM, City Hall
- Finance, Wednesday, May 10, 2017, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 15, 2017, 5:00 PM, Public Works Director's Office, City Hall

Sidewalk Design

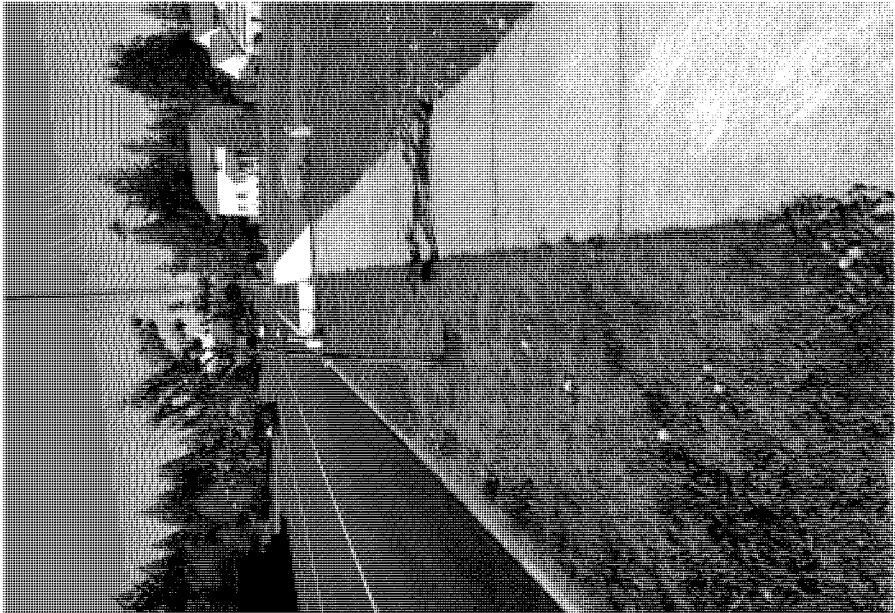
16.32.020 - Pedestrian facilities.

Provisions for pedestrian travel shall be made on all streets. Connection/extension of proposed facilities to existing *sidewalks*, trails, paths or shoulders shall be required where practical and reasonable.

Sidewalks shall be required on both sides of the street in all new subdivisions, commercial development and industrial development outside the heavy manufacturing zone.

Sidewalks shall normally be separated from curb and gutters by a planted median at least six feet in width. The city engineer is authorized to modify or eliminate the separation width whenever sound engineering/construction considerations indicate such action is warranted.





City Council Minutes – April 17, 2017

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of April 17, 2017 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Public Works Committee: Ms. Lovelett reported from the committee meeting earlier in the evening at which the members discussed the fiber telemetry project now underway and the possibility of leveraging that infrastructure into a municipal fiber network which now looked very promising.

Ms. Lovelett reported that she had attended the first hour of the open house for the Tesoro Clean Fuels Xylene project earlier in the evening and reminded her colleagues that the event would run into 8:00 p.m. and that written comments would be accepted until May 8.

Public Comment

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

Consent Agenda

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

- a. Minutes of April 10, 2017
- b. Approval of Claims in the amount of: \$612,710.23

The following vouchers/checks were approved for payment:
EFT numbers: 84513 through 84565, total \$294,853.48
Check numbers: 84566 through 84608, total \$416,967.17
Wire transfer numbers: 214736 through 215264, total \$20,994.65

OTHER BUSINESS

Executive Session per RCW 42.30.110 (i)

Mayor Gere announced that City Council and the City Attorney would convene in Executive Session for approximately 30 minutes to discuss potential litigation and that immediately following the executive session the meeting would adjourn with no action being taken.

There being no further business, at approximately 6:35 p.m. the Anacortes City Council meeting of April 17, 2017 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 April 24, 2017 City Council meeting:

[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
215546	1/31/2017	109515145B1	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$99.73
214999	2/8/2017	3/6/17	00148	ANACORTES CHAMBER OF COMMERCE	CHAMBER OF COMMERCE MONTHLY LUNCH DON M	\$15.00
215547	2/21/2017	1095450357B1	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$903.56
215342	2/28/2017	31616	10558	NORTH HILL RESOURCES, INC.	INFIELD DIRT	\$116.64
215548	3/13/2017	1095735188B2	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$491.86
215327	3/17/2017	8498300170543538	04412	COMCAST	WIRELESS - 3/22-4/21/17 - DEPOT	\$186.12
214745	3/20/2017	38029869	01616	LOWE'S BUSINESS ACCOUNT/GEMB	HARD HAT HEADLAMPS	\$130.61
215507	3/21/2017	33085	07793	DATEC INC	PATROL SUPPLIES; SECTOR PRINTERS AND SCANNERS	\$2,036.11
215341	3/22/2017	26003738221APR17	00494	CASCADE NATURAL GAS CORP.	DEPOT 2/17 - 03/21/17	\$366.88
215343	3/22/2017	538000000001Mar17	00494	CASCADE NATURAL GAS CORP.	411 HILLCREST (CEMETERY) 2/17 - 3/2/17	\$37.60
215344	3/22/2017	638000000000	00494	CASCADE NATURAL GAS CORP.	411B HILLDREST (CEMETERY)	\$61.55
214744	3/22/2017	55206012	01616	LOWE'S BUSINESS ACCOUNT/GEMB	PIPE FITTINGS FOR FILTER #8 SAND	\$45.97
215335	3/23/2017	2303KWZ	01493	KIWANIS NOON CLUB OF ANACORTES	FLAGS FOR ENTIRE CITY	\$4,189.44
214747	3/23/2017	27299120	01616	LOWE'S BUSINESS ACCOUNT/GEMB	HARDWARE FOR YARD SHED DOOR	\$21.06
214746	3/23/2017	472936899	01616	LOWE'S BUSINESS ACCOUNT/GEMB	BATTERIES FOR GENERATOR PANELS	\$70.31
215517	3/24/2017	0203303-IN	02260	REISNER DISTRIBUTOR INC	OILS AND GREASE	\$477.93
214790	3/25/2017	A115434/1	00021	ACE HARDWARE	SOAP, SPONGES - WA PARK	\$25.44
214791	3/25/2017	644514630	04308	COSTCO WHOLESALE CORPORATION	64 DURACELL AAA BATTERIES - IT	\$32.53
215087	3/27/2017	5097878	00932	FERGUSON ENTERPRISES, INC	PLUMBING PARTS STATION 2 WATER HEATER	\$91.84
214884	3/28/2017	102-0550720-9969863B	08811	AMAZON.COM	PHONE CASE-GALAXY S6 - DON/PAUL	\$26.57
214888	3/28/2017	89857	00939	FASTENAL CO	FASTENERS	\$2.35
215549	3/28/2017	1095963322B1	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$786.81
214914	3/28/2017	37001198811	02342	SAFEMWAY INC	EGG DASH SUPPLIES	\$23.97
214887	3/28/2017	A1211232	02405	SEBO'S DO-IT CENTER	CLEANING SUPPLIES	\$21.54
214889	3/28/2017	B360183	02405	SEBO'S DO-IT CENTER	FASTENERS	\$3.30

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
214886	3/28/2017	C277993	02405	SEBO'S DO-IT CENTER	REPLACEMENT OF CHAIN SAW	\$499.10
214890	3/28/2017	5403640176	02816	UNITED STATES POSTMASTER	POSTAGE	\$9.85
214913	3/29/2017	132338	10461	ABP TECH	WALL MOUNT KEYBOARD READER	\$10,140.13
214885	3/29/2017	102-0550720-9969863A	08811	AMAZON.COM	SURFACE CASE & MISC OFFICE SUPPLIES	\$89.96
214986	3/29/2017	80006	09623	RED ROBIN	LUNCH - JIM RAINS & B TOTTENHAM	\$21.07
214984	3/30/2017	100831379	06107	ACCIS	IT ACCIS CONFERENCE SPOKANE	\$250.00
215015	3/30/2017	7255460156148	08928	ALASKA AIRLINES	IT ACCIS CONFERENCE SPOKANE	\$166.40
214983	3/30/2017	102-4105067-9193867	08811	AMAZON.COM	WIRELESS HEADSET BUNDLE - PAUL - BLDG	\$240.83
214912	3/30/2017	112-0055440-6310838	08811	AMAZON.COM	2000 BLANK BUSINESS CARDS	\$43.90
214982	3/30/2017	112-9115265-5575466	08811	AMAZON.COM	LABEL MAKER POWER SUPPLY CHARGER - IT	\$8.99
214981	3/30/2017	67023265	10094	GOOD TO GO!	TOLL CHARGE FOR TRAVEL TO KENT - ENGR	\$2.75
214985	3/30/2017	A00671	02405	SEBO'S DO-IT CENTER	CABLE/WIRE ROPE CLIPS	\$17.53
215020	3/30/2017	1235	10184	US BANK	RAINS & STRICKLAND LUNCH DAILY TRIPS	\$35.11
215016	3/31/2017	113-3587744-8625809	08811	AMAZON.COM	APD VIDEO CAMERA	\$1,344.86
215017	3/31/2017	113-8704615-5830628	08811	AMAZON.COM	APD VIDEO CAMERA	\$1,946.85
215285	3/31/2017	6101362	00755	DEMCO, INC.	PROCESSING SUPPLIES	\$298.13
215096	3/31/2017	4006	00893	ERICKSON & SVENDSEN INC	CLAY	\$22.52
215380	3/31/2017	WAMO139680	00939	FASTENAL CO	6 BELTS	\$102.10
215516	3/31/2017	00710361	01196	HARRINGTON INDUSTRIAL	MISC. PIPE FITTINGS	\$2,700.51
215021	3/31/2017	8561 00001 55986	07231	HOME DEPOT	IT OFFICE DOOR BOLT	\$11.15
215284	3/31/2017	5041518MB	01530	LAKESIDE INDUSTRIES, INC.	CRUSHED ROCK - ACFL	\$72.92
215527	3/31/2017	27191	07996	REICHARDT & EBE ENGINEERING	MARCH POINT ROAD SHOULDER WIDENING CONSTRUCTION CONSULTING SERVICES - 3/9/17-3/2	\$566.02
215523	3/31/2017	27192	07996	REICHARDT & EBE ENGINEERING	SHIP HARBOR & SR20 INTERSECTION - 2/20/17-3/24/17	\$16,088.69
215019	3/31/2017	A01099	02405	SEBO'S DO-IT CENTER	BALLFIELD TOOLS	\$131.17
215095	3/31/2017	73950	02478	SKAGIT RIVER STEEL &	METAL PLATE FOR MADRONA GROVE SCULPTURE	\$445.54
215513	3/31/2017	010976	00930	SKIDMORE PHARMACY INC.	LEOFF1 PHARMACY COPAYS	\$170.15
215018	4/1/2017	113-3587744-8625809	08811	AMAZON.COM	APD VIDEO CAMERA	\$1,344.86
215313	4/2/2017	70920008065	01436	KAHNS, CHERRI	REIMBURSEMENT FOR PURCHASE OF TWO CAKES	\$37.98
215314	4/2/2017	709200010298	01436	KAHNS, CHERRI	REIMBURSEMENT FOR PURCHASE OF NAPKINS,	\$116.86
215022	4/2/2017	050144	10184	US BANK	PER DIEM LUNCH INTERNAIONAL FERRY FUN - ALEXANDER S COFFEE	\$8.92

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215085	4/2/2017	300494935	10184	US BANK	COMMUTER TRANSPORT/INTERNATIONAL FERRY	\$53.65
215119	4/2/2017	89806	10184	US BANK	HOTEL STAY @ THE SIDNEY PIER HOTEL	\$132.21
215403	4/3/2017	3	04441	GRAY & OSBORNE INC	WATER TRANSMISSION MAIN REHAB PROJECT PHASE 1 - 3/5/17-4/1/17	\$759.98
215288	4/3/2017	97944246	01318	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$189.26
215289	4/3/2017	97944247	01318	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$947.13
215537	4/3/2017	188	10237	KINDRED HYDRO, INC.	STORMWATER INFILTRATION FEASIBILITY ASSESSMENT - 7/30/16-3/31/17	\$7,520.00
215471	4/3/2017	IN1119904	07823	MUNICIPAL EMERGENCY SERVICES	WESCODYNE CONCENTRATE (SCBA MASK	\$259.62
215447	4/3/2017	040317	01921	NORTHWEST PARKING EQUIPMENT	2ND QUARTER PAYSTATION MAINTENANCE	\$425.00
215086	4/3/2017	A02930	02405	SEBO'S DO-IT CENTER	PAINT BRUSHES, CEMENT, PLUGS FOR FIBER PROJECT	\$54.94
215083	4/3/2017	A03140	02405	SEBO'S DO-IT CENTER	SMALL TOOL	\$34.17
215084	4/3/2017	A03208	02405	SEBO'S DO-IT CENTER	CAUTION TAPE	\$11.92
215405	4/3/2017	10446	10273	SKILLINGS CONNOLLY, INC	WASTEWATER TREATMENT PLANT OUTFALL REPAIR DESIGN 2/26/17-3/25/17	\$909.00
215121	4/3/2017	23214395	10184	US BANK	LUNCH - SIDNEY KICK OFF FERRY RUN.	\$9.21
215120	4/3/2017	1517	09222	WASHINGTON STATE FERRIES	WSFERRIES KICKOFF SIDNEY RUN. OVERNIGHT	\$53.65
215424	4/4/2017	912425/1	00021	ACE HARDWARE	DISINFECTANT - DEPOT	\$31.23
215115	4/4/2017	0188-480707	03816	CONSOLIDATED ELECTRICAL	TOOLS FOR INVENTORY	\$72.62
215117	4/4/2017	J01609	01023	FRONTIER BUILDING SUPPLY	CEMENT	\$80.50
215118	4/4/2017	J01849	01023	FRONTIER BUILDING SUPPLY	4 X 8 WAFFER SHEATING-BENCH	\$27.32
215511	4/4/2017	007289457	00368	GALLS LLC - DBA BLUMENTHAL UNI	DRESS UNIFORM; CHIEF SMALL	\$50.20
215411	4/4/2017	551607	01765	MISTER T'S AWARDS &	ENGRAVING FOR 2016 RECOGNITION AWARDS	\$65.10
215116	4/4/2017	A03521	02405	SEBO'S DO-IT CENTER	PLUNGER AFD STATION 1	\$7.91
215165	4/4/2017	170312	04831	T-SHIRTS BY DESIGN	WORK CLOTHES - BRANDON	\$73.78
215420	4/5/2017	81473^R	00369	BLYTHE PLUMBING & HEATING INC	INSTALL EXHAUST FAN MOTOR FOR FIDALGO CENTER DISHWASHER	\$754.54
215168	4/5/2017	218556	10529	DITCH WITCH NORTHWEST	LITHIUM BLUE LITHIUM, SLEEVE FOR FIBER PROJECT	\$57.55
214612	4/5/2017	I4464374	01004	HD FOWLER COMPANY INC	1" FORD MIP X CTS QUICK JOINT BALL CORP	\$3,942.28
215529	4/5/2017	7612	07474	MACLEOD RECKORD PLLC	GUEMES TRAIL DESIGN - PHASE 3/1/17-3/31/17	\$21,247.10
215221	4/5/2017	001-365389	02109	PISTON SERVICE OF ANACORTES	STEEL FOR DEPOT ART PLACEMENT	\$9.97
215166	4/5/2017	A04065	02405	SEBO'S DO-IT CENTER	PARK CLEANING SUPPLIES - V.P.	\$25.03
215167	4/5/2017	A04289	02405	SEBO'S DO-IT CENTER	METAL BLADE/GALV. PIPE	\$68.86
215356	4/5/2017	1038142	02519	SKAGIT PUBLISHING LLC	PUBLISH AA-1601109 AA-1601236	\$170.52
215369	4/5/2017	1159869	02681	SURETY PEST CONTROL	RAT PEST CONTROL AROUND OPS BUILDING	\$48.83
215219	4/6/2017	111-0124986-1193827	08811	AMAZON.COM	IT KEYBOARD AND MOUSE	\$87.35

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215218	4/6/2017	111-9206560-4139448	08811	AMAZON.COM	APD POE SWITCH FOR VIDEO CAMERAS	\$787.70
215393	4/6/2017	1054251	07181	BUILDERS EXCHANGE OF	PUBLISH PROJECTS ONLINE	\$343.55
215423	4/6/2017	283234	00767	DEPT OF LABOR & INDUSTRIES	BOILER INSPECTIONS	\$576.50
215287	4/6/2017	283239	00767	DEPT OF LABOR & INDUSTRIES	BOILER INSPECTION	\$134.40
215239	4/6/2017	WAMO139791	00939	FASTENAL CO	24 PR. NEMESIS EYEWEAR	\$147.72
215550	4/6/2017	1096061962B1	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$354.95
215222	4/6/2017	102295	01023	FRONTIER BUILDING SUPPLY	LUMBER FOR DEPOT DOOR REPAIRS	\$243.97
215415	4/6/2017	73320	06119	GRANITE PRECASTING & CONCRETE	TRAFFIC RATED VAULTS FOR FIBER PROJECT	\$811.58
215473	4/6/2017	00284631	07378	MUNICIPAL CODE CORPORATION	ANNUAL WEB HOSTING APRIL 2017	\$80.00
215391	4/6/2017	0109540	06543	PACIFIC TIRE COMPANY, INC	TIRE REPAIR #512: DISMOUNT & MOUNT,	\$90.22
215220	4/6/2017	012859	02405	SEBO'S DO-IT CENTER	WTP DEGREASER	\$14.09
215223	4/6/2017	A07857	02405	SEBO'S DO-IT CENTER	FASTENERS - DEPOT ART	\$21.12
215224	4/6/2017	A04814	02405	SEBO'S DO-IT CENTER	FASTENERS	\$4.34
215381	4/6/2017	83275	07368	THE HOSE SHOP, INC	1" BALL VALVE	\$103.25
215244	4/6/2017	262961	06806	WILLIAMS CONCRETE ACCESSORIES	FOAM SPACER BLOCKS	\$630.00
215417	4/7/2017	AN 49902	00524	CENTRAL WELDING SUPPLY CO, INC	WELDING SUPPLIES FOR FIBER PROJECT	\$213.48
215170	4/7/2017	QUOTE4566869	08110	DLT SOLUTIONS, LLC	AUTODESK AUTOCAD LT 2017	\$1,945.98
215379	4/7/2017	WAMO139810	00939	FASTENAL CO	OIL ABSORBING PADS - 1 CASE	\$96.20
215389	4/7/2017	101105	01939	NORTHSTAR CHEMICAL INC.	SODIUM HYDROXIDE - 25%	\$4,684.85
215398	4/7/2017	P1552-14	06985	QCC QUALITY CONTROLS CORP.	WTP TELEMETRY TROUBLESHOOTING, SCADA REINSTALLATION	\$1,942.50
215479	4/7/2017	0204134-IN	02260	REISNER DISTRIBUTOR INC	DIESEL EXHAUST FLUID - FILL TOTE	\$405.25
215309	4/7/2017	A05292	02405	SEBO'S DO-IT CENTER	TOPSOIL FOR BALLFIELDS	\$11.69
215408	4/7/2017	1157860	02681	SURETY PEST CONTROL	CITY HALL SERVICES	\$43.40
215310	4/7/2017	00037616	10556	TOURNESOL SITEWORKS LLC	BOLLARDS FOR STORVIK PARK SPRAY PARK	\$1,070.90
215188	4/7/2017	114-5157724	04834	UNITED SITE SERVICES, INC	Portable toilet rental - Storvik	\$209.99
215308	4/8/2017	2005776565183	05645	DELL SERVICE SALES	COMPUTERS - LIB 19; FACILITIES 1	\$22,467.09
215307	4/9/2017	114-4529588-3557024	08811	AMAZON.COM	WHEEL FOR WHEELBARROW - PARKS	\$36.34
215202	4/9/2017	11498284833163413	08811	AMAZON.COM	SUPER GLUE, SHARPIES AND MEMO PADS	\$31.21
215457	4/9/2017	000301	10561	PEACE, KAI	REIMBURSEMENT FOR FFI PRACTICAL EXAM	\$125.00
215311	4/10/2017	A21142/1	00021	ACE HARDWARE	YELLOW FLAGGING TAPE	\$28.35
215334	4/10/2017	114-1119173-3467463	08811	AMAZON.COM	ALCOHOL FREE SURFACE WIPES	\$12.29
215506	4/10/2017	6045787810218400	04194	AMAZON.CREDIT PLAN	SCANNER, READER, BATTERIES	\$70.72

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215316	4/10/2017	482017	00180	ANACORTES TOWING LLC	TOWING; APD CASE #17-A02373	\$162.75
215407	4/10/2017	721560	00306	BAYSHORE OFFICE PRODUCTS INC	REPLACEMENT CASTERS FOR OFFICE CHAIR	\$35.28
215383	4/10/2017	8498300300111230	04412	COMCAST	14489 RIVER BEND RD. - 4/19-5/18/17	\$231.53
215468	4/10/2017	0188-480765	03816	CONSOLIDATED ELECTRICAL	OPS PHOTO CELL LIGHT FIXTURE	\$19.43
215330	4/10/2017	0188-480872	03816	CONSOLIDATED ELECTRICAL	DEPOT ART LIGHTS	\$33.33
215465	4/10/2017	16752	10562	CRS SERVICE & REPAIR, INC.	VACUUM REPAIR CITY HALL	\$303.80
215466	4/10/2017	793176	01588	LIFE ASSIST, INC	EXAM GLOVES, PARAMEDIC SHEARS,	\$377.34
215472	4/10/2017	00284652	07378	MUNICIPAL CODE CORPORATION	HARD COPY SUPPLEMENTS THRU ORD. 2979	\$41.70
215339	4/10/2017	300000000343	02192	PUGET SOUND ENERGY	PARKS/CEM/WASH. PARK/FAC/DEPOT	\$3,911.80
215422	4/10/2017	300000003909	02192	PUGET SOUND ENERGY	ENERGY BILL FOR WWTP	\$16,684.75
215460	4/10/2017	300000004923	02192	PUGET SOUND ENERGY	ALL STATIONS: 3/6 - 4/6	\$785.34
215387	4/10/2017	300000005234	02192	PUGET SOUND ENERGY	RESERVOIR & PUMP STATION ELECTRICITY	\$2,997.81
215296	4/10/2017	300000008114	02192	PUGET SOUND ENERGY	ELECTRICITY FOR METERS, VAULTS & STREET LIGHTS	\$456.13
215305	4/10/2017	015917	02405	SEBO'S DO-IT CENTER	FACILITIES INVENTORY PARTS	\$25.68
215306	4/10/2017	A06669	02405	SEBO'S DO-IT CENTER	FASTENERS	\$14.93
215355	4/10/2017	140451	02476	SKAGIT HYDRAULICS	REPAIRS FOR #512: LABOR, PISTON SEAL,	\$367.23
215442	4/10/2017	74192	02478	SKAGIT RIVER STEEL &	ANGLE IRON, PIPE - DEPOT ART	\$163.30
215480	4/10/2017	ARV / 32222232	02562	SNAP-ON INDUSTRIAL	6 IN PRY BAR	\$77.70
215402	4/10/2017	71236B-X	10452	UNDERWOOD & ASSOCIATES	FEASIBILITY STUDY TO CONSTRUCT OPERATIONS SHOP REMODEL	\$3,876.00
215232	4/10/2017	PI22	02816	UNITED STATES POSTMASTER	ANNUAL RENEWAL OF BULK PERMIT #22	\$225.00
215235	4/10/2017	refillpermit22	02816	UNITED STATES POSTMASTER	REFILL POSTAGE FOR BULK MAIL PERMIT #22	\$5,000.00
215340	4/10/2017	262962	06806	WILLIAMS CONCRETE ACCESSORIES	EPOXY COATED REBAR	\$151.90
215331	4/11/2017	A21662/1	00021	ACE HARDWARE	RAKES	\$40.99
215333	4/11/2017	11268782238998650	08811	AMAZON.COM	SLIPCASE FOR LAPTOP	\$20.07
215360	4/11/2017	41117	00180	ANACORTES TOWING LLC	TOWING; APD CASE #17-A02460	\$162.75
215399	4/11/2017	1990116002	06718	ARAMARK	WTP LAUNDRY SERVICE	\$76.24
215518	4/11/2017	00261-HILES	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT HILES	\$26.00
215534	4/11/2017	00274-ANDERSON	09580	CAMPBELL LAW FIRM	PUB DEF CONF ANDERSON	\$26.00
215530	4/11/2017	00298-LAFFERTY	09580	CAMPBELL LAW FIRM	PUB DEF CONF LAFFERTY	\$97.50
215528	4/11/2017	00304-ZAREMBA	09580	CAMPBELL LAW FIRM	PUB DEF CONF ZAREMBA	\$65.00
215538	4/11/2017	00316-DICK	09580	CAMPBELL LAW FIRM	PUB DEF CONF DICK	\$123.50

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
215519	4/11/2017	00318-JUREVICK	09580	CAMPBELL LAW FIRM	PUB DEF CONF JUREVICK	\$97.50
215525	4/11/2017	00319-TRIBBLE	09580	CAMPBELL LAW FIRM	PUB DEF CONFL TRIBBLE	\$84.50
215520	4/11/2017	00320-SOUCIE	09580	CAMPBELL LAW FIRM	PUB DEF CONF SOUCIE	\$32.50
215539	4/11/2017	00337-FINN	09580	CAMPBELL LAW FIRM	PUB DEF CONFL FINN	\$123.50
215536	4/11/2017	00341-BROWN	09580	CAMPBELL LAW FIRM	PUB DEF CONF BROWN	\$39.00
215533	4/11/2017	00343-ANDERS	09580	CAMPBELL LAW FIRM	PUB DEF CONF ANDERS	\$136.50
215522	4/11/2017	00344-TAYLOR	09580	CAMPBELL LAW FIRM	PUB DEF CONFL TAYLOR	\$110.50
215425	4/11/2017	1945812	09961	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$82.34
215444	4/11/2017	1945820	09961	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$4.04
215359	4/11/2017	1523	06528	ECCOS DESIGN, LLC	STORVIK SPRAY PARK - SITE MEETINGS,	\$1,068.00
215367	4/11/2017	WAANA90141	00939	FASTENAL CO	DRILL BIT	\$12.13
215353	4/11/2017	113472	01022	FRONTIER FORD	TPMS 12 KIT FOR #153	\$87.91
215421	4/11/2017	9413901753	03120	GRAINGER	BALL VALVES	\$290.99
215469	4/11/2017	116719	06793	LEGEND DATA SYSTEMS INC	48 PASSPORT NAMETAGS	\$74.65
215440	4/11/2017	683305085	01997	ORIENTAL TRADING CO INC	REC PROGRAM SUPPLIES	\$178.26
215390	4/11/2017	001-365869	02109	PISTON SERVICE OF ANACORTES	S.S. 1 1/4" EXH FLEXTURE FOR #202	\$134.92
215323	4/11/2017	17-1744	04195	SEATTLE PUMP & EQUIPMENT CO	6" X 72" HYDRO-EXCAVATING ZIP TUBE WITH	\$1,266.15
215332	4/11/2017	A07622	02405	SEBO'S DO-IT CENTER	FASTENERS	\$8.35
215443	4/11/2017	114-5171324	04834	UNITED SITE SERVICES, INC	PORTABLE TOILET RENTAL WA PARK LOWER BEACH	\$107.26
215346	4/11/2017	19703	10148	WETLANDS & WOODLANDS, INC.	SUN ROSE FOR COMMERCIAL AVE. ROUNDABOUT	\$732.38
215291	4/11/2017	refundwpgp72317	10554	WICKMAN, TREVOR	REFUND CANCELLED GROUP TENT RESERVATION	\$54.00
215345	4/12/2017	912986/1	00021	ACE HARDWARE	STORVIK PARK KEYS	\$7.77
215509	4/12/2017	1283	09794	ACME CREATIVE	PROFESSIONAL PHOTOS FOR CITY USE; CHIEF SMALL	\$184.45
215446	4/12/2017	1990117247	06718	ARAMARK	STA 3 MAT SERVICE: 4/12	\$21.70
215510	4/12/2017	SI0025894-US	08345	BIBLIOTHECA , LLC	DVD CASES	\$1,168.48
215532	4/12/2017	AN 50008	00524	CENTRAL WELDING SUPPLY CO, INC	FLAT SOAPSTONE FOR FIBER PROJECT	\$0.71
215514	4/12/2017	0188-480318	03816	CONSOLIDATED ELECTRICAL	XTOR1APC1 - LED FIXTURE-FACILITY	\$8,447.85
215535	4/12/2017	0188-480876	03816	CONSOLIDATED ELECTRICAL	PVC CONDUIT FOR FIBER PROJECT	\$71.77
215419	4/12/2017	0188-480946	03816	CONSOLIDATED ELECTRICAL	CONDUIT, PVC CEMENT FOR FIBER PROJECT	\$150.41
215315	4/12/2017	cpls	00765	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; MARCH 2017	\$537.00
215412	4/12/2017	210063	00768	DEPT OF LABOR & INDUSTRIES	ELEVATOR CERTIFICATIO @ FIRE STATION 1	\$32.00
215392	4/12/2017	185419	00950	FIDALGO BAY COFFEE INC	10 # FIDALGO GOLD, 3# DECAF	\$152.10
215434	4/12/2017	JO3748	01023	FRONTIER BUILDING SUPPLY	1X6 8' UTILITY SPF MIX FOR FIBER PROJECT	\$38.89
215394	4/12/2017	0109720	06543	PACIFIC TIRE COMPANY, INC	MICHELIN RETREADS FOR STOCK, SCRAP TIRE	\$493.16
215352	4/12/2017	001-366015	02109	PISTON SERVICE OF ANACORTES	WIPER BLADES #144	\$13.05

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
215388	4/12/2017	001-366031	02109	PISTON SERVICE OF ANACORTES	NON DET 30 WT. OIL FOR #6-955	\$9.48
215326	4/12/2017	98644518	01351	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 4/1-4/30/17	\$377.30
215338	4/12/2017	2446119	02342	SAFEWAY INC	ICE FOR THE LAB	\$34.97
215370	4/12/2017	1039435	02519	SKAGIT PUBLISHING LLC	PUBLISH AA-1602576 AA-1604217	\$231.42
215318	4/12/2017	COA0417	09183	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING MARCH	\$3,472.50
215395	4/12/2017	592695	10092	WALTER E NELSON CO	FACILITY SUPPLIES	\$1,231.40
215328	4/12/2017	117006394	02930	WASHINGTON STATE PATROL	BACKGROUND CHECK - MCVADON	\$12.00
215317	4/12/2017	117006878	02930	WASHINGTON STATE PATROL	BACKGROUND CHECKS; MARCH 2017	\$288.00
215350	4/13/2017	22512	00086	ALLMAX SOFTWARE, INC.	ANTERO DATA MANAGEMENT SUPPORT	\$1,510.00
215503	4/13/2017	112-5911897-6441062	08811	AMAZON.COM	CASE OF CREAMER PACKETS	\$21.81
215435	4/13/2017	114-9827852-6620260	08811	AMAZON.COM	DEWALT TOP HANDLE JIG SAW - PARKS	\$139.97
215483	4/13/2017	BLD-2017-0190	00146	ANACORTES, CITY OF	BUILDING PERMIT - 2201 37TH ST, ATTACH	\$141.86
215449	4/13/2017	1990119334	06718	ARAMARK	STA 2 MAT SERVICE: 4/13	\$21.70
215450	4/13/2017	1990119335	06718	ARAMARK	STA 1 MAT SERVICE: 4/13	\$21.70
215361	4/13/2017	1990119340	06718	ARAMARK	NYLON MATS CLEANED	\$16.28
215455	4/13/2017	1990119346	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$66.81
215351	4/13/2017	1990119347	06718	ARAMARK	NYLON FLOOR MATS AT OPERATIONS	\$23.07
215478	4/13/2017	6446	00427	BUD CLARY CHEVROLET, INC.	2017 CHEVY TAHOE - POLICE VEHICLE	\$43,937.80
215404	4/13/2017	92076316	01061	CHEMTRADE CHEMICALS US LLC	BULK ALUM SULFATE - LIQ	\$4,655.44
215470	4/13/2017	0188-480277	03816	CONSOLIDATED ELECTRICAL	OPS PROPANE LIGHT FIXTURE	\$312.48
215439	4/13/2017	waana90188	00939	FASTENAL CO	FASTENERS FOR DEPOT ART INSTALLATION	\$51.40
215437	4/13/2017	5145398	00932	FERGUSON ENTERPRISES, INC	STA 2 FLOW SENSOR	\$27.60
215551	4/13/2017	109835338	02193	FERRELLGAS	PROPANE - AUTOGAS STATION	\$294.12
215464	4/13/2017	185404	00950	FIDALGO BAY COFFEE INC	10 LBS. COFFEE (4/13)	\$93.00
215336	4/13/2017	041517	00955	FIDALGO CLEANING	CLEANING & SUPPLIES; 4/16-4/30	\$700.00
215337	4/13/2017	M17-C90071	01289	IAPE	2017 IAPE MEMBERSHIP; EVID CUST NEWSOM	\$50.00
215554	4/13/2017	300146410	01443	KCDA PURCHASING COOPERATIVE	SHARPIES, PENCILS, PENS - CHUCK - PARKS	\$16.06
215401	4/13/2017	1633-5	06080	MAKERS ARCHITECTURE	ZONING, DEV & DESIGN STDS - MARCH 2017	\$9,203.45
215322	4/13/2017	Petty Cash Keri	02088	PETTY CASH FUND	REIMBURSE PETTY CASH KERI	\$87.08
215354	4/13/2017	001-366062	02109	PISTON SERVICE OF ANACORTES	COOLANT HOSE #153	\$17.19
215441	4/13/2017	35725	02227	RAINBOW RACING SYSTEM	ART DASH SUPPLIES	\$386.28
215365	4/13/2017	160	10141	SARAH SIBLEY	WRITING SERVICES FOR PUBLIC WORKS	\$963.00
215368	4/13/2017	1186	02405	SEBO'S DO-IT CENTER	WHT LITHIUM GREASE	\$6.50
215475	4/13/2017	1261	02405	SEBO'S DO-IT CENTER	FASTENERS FOR #179	\$7.55
215505	4/13/2017	83	02498	SKAGIT DOMESTIC VIOLENCE &	SKAGIT DV & SA SERVICES; 3/1/17-3/31/17	\$788.84

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
215502	4/14/2017	478118	10145	CAMPBELL'S	STEVE H WPTA CONFERENCE LODGING 4/11-4/14	\$440.34
215494	4/14/2017	0188-481044	03816	CONSOLIDATED ELECTRICAL	STA 1 PARTS- DROP CORD FOR EXHAUST	\$386.16
215495	4/14/2017	0188-481050	03816	CONSOLIDATED ELECTRICAL	PARKS WELDER EXTENSION	\$97.35
215357	4/14/2017	185458	00950	FIDALGO BAY COFFEE INC	COFFEE FOR WWTP	\$93.00
215364	4/14/2017	268769	01023	FRONTIER BUILDING SUPPLY	SCREWS, BITS, CEMENT BLOCKS - DEPOT ART	\$28.39
215481	4/14/2017	15486	09617	FRONTLINE CLEANING SERVICES	JANITORIAL SERVICE FOR APRIL -	\$336.00
215500	4/14/2017	xxxxx6	10346	IMPORTED P CARD TRANSACTION	Inf:OTHER HOTELS-CAMPBELLS LODGE	\$393.66
215501	4/14/2017	xxxxx7	10346	IMPORTED P CARD TRANSACTION	Inf:CAR WASHES-BLUE COW CARWASH	\$9.77
215413	4/14/2017	170305-3702	09913	LAB/COR, INC.	CRYPTO-GIARDIA ANALYSES	\$900.00
215386	4/14/2017	0127	07346	PUBLIC FLEET MANAGERS ASSOC	ANNUAL MEMBERSHIP DUES - WIL LUDEMANN	\$120.00
215366	4/14/2017	1300	02405	SEBO'S DO-IT CENTER	LOCKING OUTLET	\$17.35
215544	4/15/2017	00005W5A83157	02817	UNITED PARCEL SERVICE	UPS SHIPPING CHARGES ADJUSTMENT	\$0.79
215416	4/15/2017	000099E018157	02817	UNITED PARCEL SERVICE	SHIPPING TO LUBE WATCH	\$8.89
215467	4/15/2017	000099E018157A	02817	UNITED PARCEL SERVICE	MAILING WA PK PAYSTATION PARTS FOR REPAIR	\$20.27
215508	4/17/2017	1286	09794	ACME CREATIVE	PROFESSIONAL PHOTOS FOR DEPT USE; CHIEF SMALL	\$21.70
215454	4/17/2017	1990123351	06718	ARAMARK	LAUNDRY SERVICES FOR WWTP	\$74.03
215540	4/17/2017	722736	00306	BAYSHORE OFFICE PRODUCTS INC	BINDER CLIPS, PENS	\$9.44
215452	4/17/2017	TEV	10560	BROWN, CHRIS	SUBSISTENCE FOR RESCUE SYSTEMS COURSE	\$370.00
215400	4/17/2017	BINV0006172	01106	GOBLE SAMPSON ASSOCIATES	O RING, QUADRING, PUMP TUBE INSERT	\$734.19
215482	4/17/2017	L40507	08192	LAUT'S INC	MIXED RECYCLE HAULED FOR DROP BOX	\$246.96
215564	4/17/2017	794154	01588	LIFE ASSIST, INC	18 AIRWAY CONVENIENCE BUNDLES	\$629.84
215414	4/17/2017	Reim Travel Ludemann	04847	LUDEMANN, WILLIAM	MILEAGE REIMBURSE MT. VERNON TO	\$168.28
215476	4/17/2017	001-366458	02109	PISTON SERVICE OF ANACORTES	IMP SOCKET FOR WATER DEPT.	\$39.21
215556	4/17/2017	1495	02405	SEBO'S DO-IT CENTER	FASTENERS FOR STREET DEPT.	\$4.34
215445	4/17/2017	105109	08325	VENTEK INTERNATIONAL	MONTHLY CELLULAR AND SERVER FEES	\$135.00
215524	4/18/2017	913411/1	00021	ACE HARDWARE	ADAPTERS AND COUPLINGS	\$70.25
215561	4/18/2017	101481	03340	ALMAC TOWING INC	USE OF 9 CARS FOR EXTRICATION TRAINING	\$1,464.75
215560	4/18/2017	24568	00156	ANACORTES PRINTING	RECREATIONAL FIRE PERMITS	\$195.30
215552	4/18/2017	1990126440	06718	ARAMARK	CLOTHES CLEANING - WTP-	\$76.24
215515	4/18/2017	HE0003	10563	DANA E. OTTERHOLT D.D.S.	HEIN, GERALD, DENTAL SERVICES, LEOFF1 RETIREE	\$252.10
215504	4/18/2017	9436	09617	FRONTLINE CLEANING SERVICES	CUSTODIAL SERVICE	\$1,314.78
215542	4/18/2017	5453	08929	REVIZE LLC	ANNUAL WEBSITE AND TECH SUPPORT 5/1/17-4/30/18	\$3,600.00

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
215545	4/18/2017	REIMB	10046	RICHTER, JACQUELINE	UNIFORM BOOTS; SGT RICHTER	\$134.95
215553	4/18/2017	RS18020601	10377	SHIFTNOTE, LLC	SHIFTNOTE SERVICE THRU JULY 31, 2017	\$194.85
215543	4/18/2017	301233	02519	SKAGIT PUBLISHING LLC	YEARLY SUBSCRIPTION TO SKAGIT VALLEY	\$202.80
215562	4/18/2017	170363	04831	T-SHIRTS BY DESIGN	12 T-SHIRTS (ANNUAL ORDER)	\$188.79
215563	4/19/2017	17-16960	08938	NORTHWEST SAFETY CLEAN	BUNKER GEAR REPAIR	\$99.67
215555	4/19/2017	travel04/2017	06400	STEFFEN, PHILIP	PSTEFFEN TRAVEL REIMBURSEMENT	\$66.00
215358	4/27/2017	300000006290	02192	PUGET SOUND ENERGY	ELECTRICITY - ANACORTES MUSEUM	\$306.26
215410	5/1/2017	978800000001	00494	CASCADE NATURAL GAS CORP.	STA 3: 3/15 - 4/11	\$72.93

Total

\$258,486.82



City Council Agenda Bill

Meeting Date: 4/24/2017 **Agenda Item:** 5c

Subject: Contract Award – Ford F450 Crane Flat Deck and Crane with Accessories

Staff Contact: Fred Buckenmeyer

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

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

Summary Statement: City staff seeks Council consent to award a contract in the amount of \$57,906.45 to TriVan Truck Body, LLC to provide all labor, materials, tools, equipment, transportation, supplies, and incidentals required to install a steel heavy duty crane flat deck and autocrane hc-6 hydraulic crane with 6000lb capacity on a 2017 Ford F450 Truck city-owned vehicle for use at the Wastewater Treatment Plant.

Background: On April 4, 2017 the City solicited bids for the subject project and on April 11, 2017 a bid opening was conducted and 1 bid was received. Bid results are provided as an attachment hereto.

Budget Impact	
Amount Budgeted	\$705,000.00
Budget Account (BARS)	501.790.594.48.60
Proposed Expenditure	\$57,906.45
Budget Amendment Required?	No
Revenue Source	City Funds

Proposed Contract	
Contractor	TriVan Truck Body, LLC
Amount	\$57,906.45
Start Date	Notice to Proceed
End Date	60 calendar days after City's approval of drawings or 60 days after Vendor receipt of Ford chassis, whichever is sooner

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council approve a contract award in the amount \$57,906.45 to TriVan Truck Body, LLC to provide all labor, materials, tools, equipment, transportation, supplies, and incidentals required to install a steel heavy duty crane flat deck and autocrane hc-6 hydraulic crane with 6000lb capacity on a 2017 Ford F450 Truck city-owned vehicle.

Alternative Actions: Do not approve – City staff will be without truck mounted crane.

Attachments (listed in order presented): Bid Documents, Contract



City of Anacortes
Accounts Payable
PO Box 547
Anacortes, WA 98221

PURCHASE ORDER 17-036-ERR-001

VENDOR: TriVan Truck Body, LLC
Ryan Vandriel
Government Sales Manager
1385 W Smith Rd
Ferndale, WA 98248

Date: April 25, 2017
Contact: WiL Ludemann
Department: Public Works Department
Equipment Rental
(360) 293-1921
ludemannw@cityofanacortes.org

Email: ryandriel@trivan.com
Phone: (360) 380-0773

Pick Up/Deliver To:
City of Anacortes
Operations Division
2201 37th Street
Anacortes, WA 98221

Delivery: 60 days after City's approval of drawings or 60 days after Vendor receipt of Ford chassis, whichever is sooner.

Item	Qty	DESCRIPTION	U/M	Unit Price	Amount
1	1	Ford F450 Crane Flat Deck and Crane with Accessories as specified or indicated in the Invitation To Bid (ITB) entitled "Ford F450 Crane Flat Deck and Crane with Accessories" (Project). Exhibit A, <u>General Provisions</u> is hereby incorporated by reference and made a part hereof.	EA	\$ 53,370.00	\$53,370.00
		Sum Total			\$53,370.00
		Sales Tax @ 8.5%			\$ 4,536.45
		Total Price			\$57,906.45

TRIVAN TRUCK BODY, LLC

CITY OF ANACORTES

Signature

MAYOR

Date

Date

1.1 TAXES

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

1.2 DELIVERY

Advance coordination of the work shall be made with the Project Manager, WiL Ludemann, 360-293-1921.

1.3 INSPECTION**A. Of the Work**

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

B. Project Manager's Authority

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

1.4 FEDERAL, STATE AND MUNICIPAL REGULATIONS

This Contract shall be subject to all laws, rules, and regulations of the United States of America, the State of Washington, and political subdivisions of the State of Washington.

1.5 THE CITY'S RIGHT TO TERMINATE CONTRACT**A. Termination for Default**

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

B. Termination for Public Convenience

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

1.6 CHANGES/ADDITIONAL WORK

The City reserves the right to make, at any time during the Work, such changes in quantities and such alterations in the Work as are necessary to satisfactorily complete the project. Such changes in quantities and alterations shall not invalidate the Contract nor release the Surety, and the Contractor agrees to perform the Work as

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

1.7 REGISTERED OR LICENSED CONTRACTOR

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

1.8 INDEPENDENT CONTRACTOR

The parties agree that Contractor is an independent contractor, and not an employee nor agent of the City of Anacortes. Contractor hereby agrees not to make any representations to any third party, nor to allow such third party to remain under the misimpression that Contractor is an employee of the City.

1.9 PAYMENT

Invoices will not be processed for payment until receipt of a properly completed invoice, and invoiced items are received and accepted. Each invoice shall include: Company Name, Invoice Date, Invoice Number, City of Anacortes Contract Number, Quantities, Unit Prices and Extended Amounts.

The Contractor must invoice **MONTHLY** for quantities delivered during the invoice period.

Net 30 days shall apply. Payment(s) made in accordance with contract terms shall fully compensate the Contractor for all risk, loss, damages, or expense of whatever nature and acceptance of payment shall constitute a waiver of all claims submitted by Contractor.

1.10 WITHHOLDING PAYMENT

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

1.11 FINAL PAYMENT; WAIVER OF CLAIM

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

1.12 DEFENSE AND INDEMNITY AGREEMENT

The Contractor agrees to defend, indemnify and save harmless the City, its appointed and elective officers and employees, from and against all loss or expense, including but not limited to judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the City, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting there from, sustained by any person or persons and on account of damage to property including loss of use thereof, whether such injury to persons or damage to property is due to the negligence of the Contractor, his/her subcontractors, its successor or assigns, or its or their agent, servants, or employees, the City, its appointed or elected officers,

employees or their agents, except only such injury or damage as shall have been occasioned by the sole negligence of the City, its appointed or elected officials or employees. It is further provided that no liability shall attach to the City by reason of entering into this contract, except as expressly provided herein.

1.13 INSURANCE

A. Insurance Term

The Vendor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to the Public Entity.

B. No Limitation

Vendor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the Public Entity's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

Vendor shall obtain insurance of the type and coverage described below:

Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. The Public Entity shall be named as an additional insured under the Vendor's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 04 13 or a substitute endorsement providing equivalent coverage.

D. Minimum Amounts of Insurance

Vendor shall maintain the following insurance limits:

Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products liability aggregate limit.

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

Vendor shall furnish the Public Entity with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Vendor before goods, materials or supplies will be accepted by the Public Entity.

H. Notice of Cancellation

The Vendor shall provide the Public Entity with written notice of any policy cancellation, within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

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

J. Public Entity Full Availability of Vendor Limits

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

1.14 INDUSTRIAL INSURANCE WAIVER

With respect to the performance of this Contract and as to claims against the City, its officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Contract extend to any claim brought by or on behalf of any employee of the Contractor. This waiver is mutually negotiated by the parties to this Contract.

1.15 DISPUTES**A. General**

Differences between the Contractor and the City, arising under and by virtue of the Contract Documents shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. Except for such objections as are made of record in the manner hereinafter specified and within the time limits stated, the records, orders, rulings, instructions, and decisions of the Contracting Agency, shall be final and conclusive.

B. Notice of Potential Claims

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

C. Detailed Claim

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

1.16 FORCE MAJEURE

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

1.17 VENUE AND CHOICE OF LAW

In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Contract, the venue of such action of litigation shall be in the Courts of the State of Washington in and for the County of Skagit. This Contract shall be governed by the law of the State of Washington.

1.18 NOTICE

Except as set forth elsewhere in the Contract, for all purposes under this Contract, except service of process, notice shall be given by the Contractor to the department head of the department for whom services are rendered (see Clause 1.2 DELIVERY), and to City Clerk, 904 6th Street, PO Box 547, Anacortes, WA, 98221-0547. Notice to the Contractor for all purposes under this Contract shall be given to the address reflected on the Quote Documents. Notice may be given by delivery or by depositing in the US Mail, first class, postage prepaid.

1.19 SEVERABILITY

If any term or condition of this contract or the application thereof to any person(s) or circumstances is held

invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.

1.20 WAIVER

Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.

1.21 SURVIVAL

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

1.22 ENTIRE CONTRACT

The terms stated within this Contract represent the terms that shall apply in any subsequent contract to this Invitation between the parties and supersedes any prior oral statements, discussions or understandings between the parties.

INVITATION TO BID

Sealed bids will be received by the City of Anacortes ("City") until 10:00 a.m. on Tuesday, April 11th, 2017, at the office of the Clerk-Treasurer, Municipal Building, P.O. Box 547, 904 6th Street, Anacortes, WA 98221, for the following equipment purchase: **ONE (1) Ford F450 Crane Flat Deck and Crane with Accessories**. All bids must be sealed and plainly marked "BID FOR FORD F450 CRANE FLAT DECK AND CRANE WITH ACCESSORIES". Bids received after such time and date will not be considered. No Bidder may withdraw a Bid after the deadline for the submittal of bids. Bids properly received will be publicly opened and read at the City of Anacortes following the deadline for the submission of bids.

The equipment to be purchased under this Contract includes all the equipment described in the bid and contract documents (collectively the "Contract Documents").

Bids shall be submitted in accordance with the Contract Documents. Bids shall constitute offers to the City of Anacortes which shall be binding for thirty (30) days from the date of bid opening. The City of Anacortes reserves the right to reject any bid, any portion of any bid and/or to reject all bids. The City of Anacortes further reserves the right, but without obligation, to waive informalities and irregularities.

Bids will be evaluated based on capital cost, operational cost, and operation and maintenance requirements for the equipment. The City reserves the right to award the equipment purchase contract ("Purchase Contract") to the lowest responsive, responsible bidder as it best serves the interest of the City. The Bidder to whom the Purchase Contract is awarded shall execute and return the Contract to the City within ten (10) calendar days from the date the Notice of Award is mailed to the Bidder. In case of failure of the Bidder to execute the Contract, the Bidder shall be in default, and the City shall have the right to award the Purchase Contract to the next lowest responsive, responsible Bidder.

Questions regarding Bid Specifications, or this invitation to bid may be directed to Wil Ludemann at the City of Anacortes at 360-293-1921 or ludemannw@cityofanacortes.org. A bidder may be required to submit a question in writing. No oral responses to questions by City personnel about the bid will be binding on the City.



Steven D. Hoglund, City Clerk-Treasurer

Published: Anacortes American, 4/5/17

END OF SECTION

SPECIFICATIONS

All bidders of competitive products are advised that the basic performance and operation criteria established in these specifications will be the prime consideration in the evaluations of the bids.

Provide all labor, materials, tools, equipment, transportation, supplies, and incidentals required to install the following enhancements onto a 2017 Ford F450 Truck city-owned vehicle:

Steel Heavy Duty Crane Flat Deck

- Install and provide 9'L(od) x 96"W(od) Steel Heavy Duty Crane Flat Deck:. The City-owned truck that will be provided for this work consists of a factory cab and chassis. The 2017 Ford F450 2WD Cab & Chassis has a regular cab, 145-inch wheelbase, 60-inch cab-to-axle, dual rear wheel, V10 Bi-Fuel propane/gas, 6-speed torqshift automatic transmission with SelectShift (6R140) with PTO provisions.
- DESIGN DRAWINGS: AutoCad design drawings shall be provided for customer approval prior to manufacture.
- SUBFRAME & FRAME: Subframe of the deck is constructed of 3" I-beam cross-members 12" on center with longsills to suit cab-chassis. Extra reinforcement in rear curbside corner to suit installation of an AutoCrane HC-6 (6006EH). Subframe to accommodate a slide out, 400lb capacity, mesh work bench. 5"H steel perimeter frame including stake pockets to accommodate side boards. Note that 3/16" steel diamond plate decking is installed directly atop the sub frame (no wood underlay).
- BUMPER: Full width tubular steel step bumper, including four steel upright posts and 10" deep full width bottom step, overlaid in non-slip Traction Tread.
- CLASS V HITCH: Class V hitch with trailer plug (7-way round), braced to chassis frame rails.
- FLOORING: 3/16" steel diamond plate flooring welded to full subframe (no wood underlay).
- HEADACHE RACK / CAB GUARD: Constructed of (4) 3" channel uprights extending 2" above cab height. Bottom half is solid, smooth steel; upper half is expanded steel mesh. 2 center uprights extend down to chassis longsills. Tapered to match angle/shape of cab. The 2 outer uprights of the cab guard to extend up 8" to form an "H" profile for ladder/pipe containment. Cab guard painted black to match rest of deck. Cab guard to also contain (2) openings within the outer frame work of the cab guard to suit the installation of (2) LED Maxxima MWL07SP style work lights (mentioned later in 12 volt section).
- SLIDE OUT MESH WORK BENCH: Supply & install a 6'L x 2'W slide out steel work surface (framed in tubular steel, open mesh/grate surface), 400lb capacity. This slide out bench top is intended to pull straight off the back of the truck, and is offset to the extreme left of the deck. Includes a single steel, hinged drop-down leg for additional support & stability. Includes pull handle to assist in deployment and latch mechanism to secure it in the stowed position.
- CRANE BASE PEDESTAL: Design, engineer & fabricate & install a custom-built tubular steel crane pedestal at curbside very rear corner of deck, to suit an AutoCrane HC-6 (6006EH). To elevate base of crane to be 24" off of deck height. Incorporate hydraulic oil tank inside pedestal. Includes tie-in to chassis and/or deck subframe with top plate as necessary.

TRIVAN
COMPLETES

AutoCrane HC-6 Hydraulic Crane with 6000lb Capacity

- Supply & Install (1) AutoCrane HC-6 hydraulic crane with 6000lb capacity @ 6', 1370lb @ 20' (35,000 ft lb) with 20' boom, power rotation, elevation and power extension. Includes 24' long hand-held remote control pendant, 80' of 5/16" aircraft cable on the winch and non-tipping swivel block with latch. Meets OSHA and ANSI requirements.
- OUTRIGGERS: Supply & install AutoCrane outrigger kit (hydraulic in/out, hydraulic up/down) at rear of vehicle.
- CRANE BOOM PEDESTAL: Design, engineer & fabricate a custom-built tubular steel pedestal for storage of the boom/arm of the crane when in the stowed (horizontal) position.
- 12V ELECTRICAL: FMVSS LIGHTING: Exterior lighting to FMVSS, including 1" round LED clearance lights, 1 pair of oval or round LED stop-tail-turn signals and 1 pair of oval or round LED reverse lights. LED license plate light.
- 12V ELECTRICAL: WORK LIGHTS: Supply & install (2) Maxxima MWL-07SP rectangular LED worklights (1500 lumen output / each) includes stainless steel mount brackets. Switched on 1 switch in cab.
- 12V ELECTRICAL: AMBER BEACON: Supply & install (1) Ecco 7945A amber beacon (permanent mount) on dedicated shelf on edge of cab guard, controlled by single cab-switch (using Ford auxiliary upfitters switch)
- UNDER BODY COMPARTMENTS: Supply & install under-deck storage compartments, sized so as to maximum available space remaining under deck. These are single-door, painted aluminum compartments with recessed D-handles.
- SIDE BOARDS: Supply & install 4-piece 12"H wooden side boards installed on steel channel stakes. 2 side boards on driver side, 1 on rear, 1 on passenger side. Each of the four side board sections include 2 basic grab handles to assist in removal and installation from deck.
- MOUNTING: Deck to be mounted on customer supplied chassis, includes mudflaps (on anti-sway brackets) and full undercoating.
- PAINT: Complete deck (sides, edges & flooring & cab guard) painted gloss black, PPG acrylic urethane.

TRIVAN
COMPLIES

All installation must meet D.O.T. requirements.

The Vendor is required to pick up the 2010 F550 truck from the City of Anacortes Maintenance Shop which is located at 2201 "A" 37th Street, Anacortes, WA. The Vendor must also deliver the truck to the same location upon completion of the above installations.

END OF SECTION

PROPOSAL FORM AND NON-COLLUSION DECLARATION

TO: City of Anacortes
(City or Owner):
FROM: Bidder: TRIVAN TRUCK BODY LLC.

1. GENERAL

The undersigned Bidder, having reviewed the Invitation to Bid and Technical Specifications for one (1) Ford F450 Crane Flat Deck and Crane with Accessories purchase, and hereby proposes and agrees, if this bid is accepted, to enter into an agreement with Owner to provide the equipment as specified or indicated in the Invitation to Bid and Technical Specifications and within the contract time indicated in this bid for an amount computed upon the basis of the equipment to be provided at the following prices.

2. BID SCHEDULE

The Owner reserves the right to purchase one (1) Ford F450 Crane Flat Deck and Crane with Accessories, subject to the completion and delivery schedule set forth below.

Note: Bid prices for all items, all extensions and total amount of Bid must be shown below.
Show total amount bid in both figures and words; where a conflict occurs, the written words shall control.

Line	Qty	Description	Unit Price	Ext. Price
1	1	Manufacture and Install Crane Flat Deck and Supply and Install Hydraulic Crane onto 2017 Ford F450 Truck Plus Other Enhancements [Per Specifications]	\$53,370. ⁰⁰	\$53,370. ⁰⁰
Subtotal:				\$53,370. ⁰⁰

WASHINGTON STATE SALES TAX @ 8.5% \$ 4,536.45

TOTAL NET BID PRICE IS (Total of Bid, including tax) \$ 57,906.45

**FIFTY SEVEN THOUSAND
NINE HUNDRED and SIX**

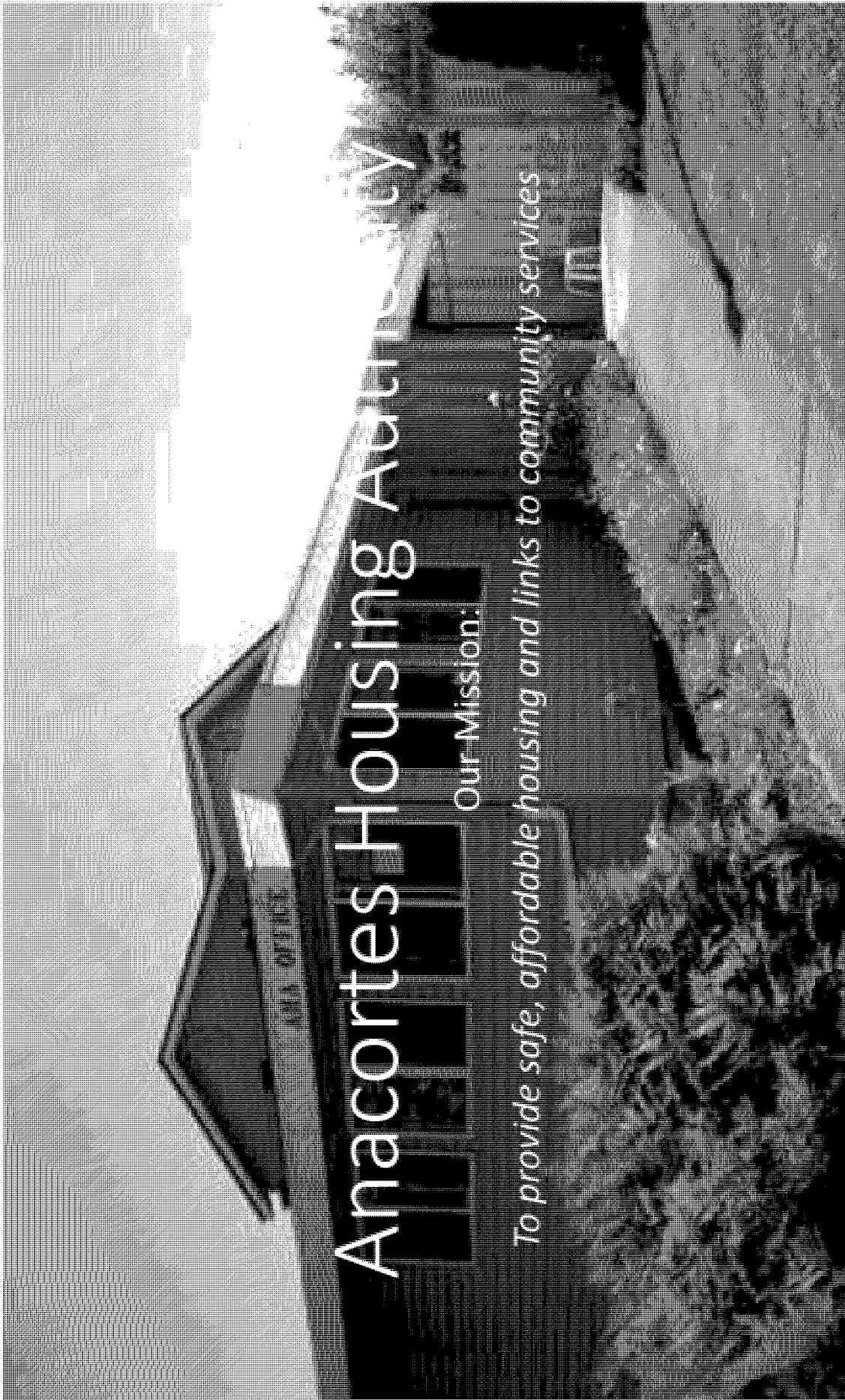
The Total Amount Bid in words is _____ Dollars and
FORTY-FIVE cents, including Washington State Sales Tax.

3. COMPLETION TIME

Bidder proposes and agrees, if awarded the Purchase Contract, to provide and deliver to the Owner (1) Ford F450 Crane Flat Deck and Crane with Accessories which is the subject of the Bid within 45 calendar days after the effective date of the Notice of Award of the Contract and as specified in the contract documents.

Bidder accepts the provisions of the Purchase Contract as to liquidated damages in the event of failure to provide and deliver the Equipment on time.

* SEE NOTE ON PAGE 8
RE: DELIVERY



Anacortes Housing Authority

Our Mission:

To provide safe, affordable housing and links to community services

• The AHA...

- Currently operates 183 housing units including scattered site housing throughout the downtown core
- We serve approximately 350 clients:
 - 54 Elderly
 - 116+ Disabled or elderly disabled
 - 132 children

CDBG Funding has been used to:

- Renovate the Wilson Hotel
- Undertake Asbestos Abatement in our housing
- Rehab and upgrade 4 family units at 6th and T
- Provide 50 ADA-compliant stoves
- Replace 9 failing water heaters



2017 CDBG Request

- Funds would be used to renovate “Site 1”. Two 3-bedroom units built in the 1970’s would get necessary upgrades including--

- Asbestos abatement
- Failing drywall replacement
- New ADA compliant kitchens
- Additional energy efficient lighting
- Wiring and plumbing upgrades





City Council Agenda Bill

Meeting Date: 4/24/2017 **Agenda Item:** 6a 2017 CDBG Action Plan

Subject: Review projects put forth for 2017/2018 CDBG funding & consider any public testimony on projects and community priorities.

Staff Contact: Don Measamer/Joann Stewart

Approved for Submittal to Council by	
X	Don Measamer, Planning Director

Action Type	
	Contract
X	Public Hearing/Public Comment Period

Summary Statement: In developing the yearly Action Plan, a public comment period is open for a 30 day period. The comment period this year began April 3, 2017 and will end May 3, 2017. The purpose of the first hearing is to provide a description of the planning process, anticipated funding, programs covered and solicit public comment on the needs and priorities of the community. The second hearing (May 15) includes consideration of any comments and concludes the work begun at the previous meeting. The Action Plan will then be adopted for submittal to HUD. Any comments made during the meetings or submitted directly to city staff during the comment period will be included in the final Action Plan.

Background: The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by HUD. The City's Planning Department undertakes the planning process for submission of its one-year Action Plan which is a component of the Consolidated Plan. The Action Plan outlines the projects that will be funded during the program year.

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

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

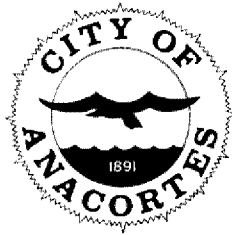
Previous Council/Committee Action: None

Competing Viewpoints Considered: N/A

Recommended Motion: No motion at this time.

Alternative Actions: None to be considered.

Attachments (listed in order presented): Draft Action Plan with Proposed Projects.



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT

DATE: April 24, 2017

TO: Mayor and City Council

FROM: Joann Stewart
Planning, Community, & Economic Development

SUBJECT: 2017-2018 CDBG Action Plan

REQUIRED
ACTION: Review Draft 2017-2018 Action Plan & Obtain Citizen Input on Development of
Action Plan

Briefing

The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The City of Anacortes Planning Department is undertaking the planning process for submission of its one-year Action Plan which is a component of the Consolidated Plan. The Action Plan outlines the projects that will be funded during the program year. The application period to apply for funding is January through February of each year.

In developing the yearly Action Plan, a public comment period is open for a 30 day period. This year, the comment period began April 3, 2017 and will end on May 3, 2017. The purpose of the first hearing is to provide a description of the planning process, anticipated funding, programs covered and solicit public comment on the needs and priorities of the community. The second hearing includes consideration of any comments and concludes the work begun at the previous meeting. The Action Plan will then be adopted for submittal to HUD. Any comments made during the meetings or submitted directly to city staff during the comment period will be included in the final Action Plan.

The draft 2017-2018 Action Plan is available on the City's website at: http://www.cityofanacortes.org/consolidated_plan_2010-2014.php#. Copies of the Action Plan are also available for review at: City of Anacortes Planning Department, 904 6th Street, the Anacortes Public Library reference desk, 1220 10th Street, and the Anacortes Housing Authority, 719 Q Avenue, Anacortes.

The funding allocation for 2017/2018 has not yet been determined and therefore the City cannot make any actual funding announcements. HUD does not recommend entitlements make any actual commitments on funding until the final determination is made by Congress.

The City may have left over funding from previous years which may be utilized for new projects in addition to the new allocations. The proposals being considered include:

2017/2018 PROPOSED PROJECTS

Projects	Amount Requested	Amount Granted
Public Services – Anacortes Family Center	15% of grant	15% of grant
Anacortes Housing Authority 2 apartment rehab – 508 6 th St.	\$120,000	Remaining funding after Public Services and Administration distributions + any left over funding that may be applied to this project; Applicant will provide additional funding.
Administration	20% of grant	20% of grant
TOTAL		\$

The projects listed above are proposed and are eligible for funding. Environmental review of the apartment rehabilitation must be completed before funding can be disbursed although this review can begin as soon as the project is accepted through this public process. This will greatly speed up the start time once the Action Plan has been submitted and approved by HUD.

Last year, the CDBG allocation was \$89,552. The City used left over funding from previous years to bring the total project distribution to **\$109,006**. Projects included;

Public Services - The Anacortes Family Center - full 15% PS allocation - \$13,432
Anacortes Housing Authority Asbestos Abatement - \$30,000
Housing Authority Water Heater Replacement - \$9,600
Housing Authority Stove Replacement - \$40,750
Administration - 20% grant allowed - \$15,224

The City used left over funding from previous years for the Housing Authority Asbestos Abatement project to accomplish this rehab (\$10,546 from 2016 and \$19,454 from 2014 and 2015). Full reporting on the outcome of these projects will be provided in the Consolidated Annual Performance and Evaluation Report (CAPER) later this year. All project were successfully completed in a timely manner.

The public is invited to review and comment in writing on the draft Action Plan. Written comments may be submitted to City of Anacortes Planning Department, P.O. Box 547, Anacortes, WA 98221 or by email to joanns@cityofanacortes.org. The City considers the views of all citizens, public agencies, and other interested parties in preparing the final Action Plan. A summary of the comments received will be included in the Action Plan along with explanations as to why any projects were not included in the development of the Plan.

Recommendation

Review the 2017-2018 Action Plan, receive any public input on the development of the Plan.

Attachments.

2017-2018 Draft Action Plan
Proposed projects

CITY OF ANACORTES
2017/2018 CDBG ACTION PLAN
DRAFT

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This chapter outlines the City's one-year Action Plan for 2017-2018, which will further the goals and strategies of the Strategic Plan and is the spending plan for the City's 2017-2018 Community Development Block Grant (CDBG) funds. The activities in this plan will be accomplished with funds received during this program year under the CDBG program for meeting housing and community development objectives. The allocation for this year's funding is _____. (The funding amounts are intentionally left blank as HUD requires the actual amounts not to be listed until the allocations have been determined. For more information on this, please contact Joann Stewart at 360-293-1907 or joanns@cityofanacortes.org.) Those activities detailed in this section must meet the CDBG National Objectives as outlined in the introduction to the Strategic Plan. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department responsible for the planning, development, and implementation of its CDBG Program.

2. Summarize the objectives and outcomes identified in the Plan

The goals of this plan include maintaining the existing supply of affordable rental housing and funding supportive services to help individuals and families from becoming homeless and supporting efforts to reduce poverty. 2017/2018 funding goals are listed below:

- Public Service - Anacortes Family Center - Homelessness/assist special needs populations - Create suitable living environs - %15 of total allocation
- Anacortes Housing Authority Apartment Rehabilitation – Remaining Funding after Public Services and Administration/Planning allocations
- Admin/Planning – 20% of funding after allocations to projects

3. Evaluation of past performance

In reviewing activities accomplished with its federal funding for the plan year, the City of Anacortes advanced its goals of improving conditions, creating better housing resources and opportunities, and assisting human service organizations in providing effective support services to priority low-income and homeless populations. The projects were selected based on consultation with local agencies and in response to the area's countywide Continuum of Care Plan. In 2015, the public services portion, provided to the Anacortes Family Center, reported an 86% success rate in helping single women and families find more safe and productive lives. The Center received a total of 356 applications for services; a 31% increase from the prior year. This program was able to serve 61 households consisting of 182 individuals, 99 of which were children. The asbestos abatement project provided safer living environments with the removal and replacement of the flooring in the Harbor House apartment

complex. Asbestos floor tiles in the 50 unit housing complex were severely deteriorated and were replaced with new environmentally safe flooring. Exposure to asbestos and broken, cracked tiles create accessibility issues especially for mobility impaired individuals. The City also allocated funding to assist the Anacortes Housing Authority with upgrades to the Harbor House apartment complex with the purchase of new appliances. The Housing Authority replaced 40 year old ovens in the Harbor House 50 unit apartment complex with new ovens. The new ovens include operational knobs on the front of the appliance to provide safer, more efficient means of food preparation for the residents. Many residents of this complex are confined to wheelchairs and reaching across hot burners to adjust the heating elements created a potentially dangerous situation for these individuals. In the same complex, HUD funding was used to cover costs of water heater replacement in 8 units. These water heaters had deteriorated and caused leaking which created more issues within the units.

4. Summary of Citizen Participation Process and consultation process

In deciding the 2017 program year funding allocations, the City of Anacortes conducted two public hearings (April 24, 2017 and May 15, 2017) and encouraged public comment in conjunction with the CDBG program. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notice for the 30 day comment period and meetings was published on March 15, 2017 and April 26, 2017. The public comment period began on April 3, 2017 and ended on May 3, 2017.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

5. Summary of public comments

Public Comments will be included as they are submitted.

6. Summary of comments or views not accepted and the reasons for not accepting them.

The City did not reject any views or comments on the development of this Action Plan.

7. Summary The overall goal of the community planning and development programs available from the City of Anacortes with CDBG funding is to assist in the development of affordable housing for low and moderate income households, reduce poverty in Anacortes, assist in creating better living conditions for low income households and provide funding to assist human service agencies serving low-income populations. A review of the projects and activities implemented in program year 2016 / 2017 demonstrate that the City has made progress in fulfilling its goals. The City intends to continue to work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG administrative activities. The City did not hinder Consolidated Plan implementation by action or willful inaction.

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ANACORTES	Planning, Community & Economic Development

Table 1 – Responsible Agencies

Narrative

Action Plan Development/Management Contact Information

Joann Stewart
Planning Community & Economic Development
City of Anacortes
904 6th Street, P.O. Box 547
Anacortes, WA 98221
(360) 293-1907
joanns@cityofanacortes.org

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City performed an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, government agencies and other entities.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City held two public hearings to obtain input from all citizens of the community. The first public hearing was held on April 24, 2017. This meeting opened the planning process for the development of the 2016 Action. The next meeting was held on May 15, 2017.

The City sent inquiries to various organizations and individuals to obtain current information on pressing needs within the community. Input was received from Community Action Agency of Skagit County, the Anacortes Community Health Council (comprised of representatives of churches, private organizations, social service agencies, city departments and community groups who provide support for Anacortes citizens), the Anacortes Family Center, and the newly formed City of Anacortes Affordable Housing & Community Services Committee.

The Anacortes Community Health Council member agencies include:

- Anacortes Family Center
- Anacortes Senior Activity Center
- Island Hospital Community Health Resource Center
- The Salvation Army
- St. Vincent de Paul
- Anacortes 100 Food Bank
- Celebration Lutheran Church
- Christ Episcopal Church
- Anacortes United Methodist Church
- Anacortes/San Juan Island Chapter of the American Red Cross
- Anacortes First Baptist Church
- Anacortes Christian Church
- Anacortes Police Department
- Skagit Senior Information and Assistance
- Anacortes Noon Kiwanis Club
- Anacortes Boys and Girls Club
- Skagit County Youth and Family Services
- Pilgrim Congregational Church
- Anacortes Housing Authority

- Christ the King Community Church
- Westminster Presbyterian Church/Dinner at the Brick.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City incorporates the Skagit County Continuum of Care plans which prioritizes the use of HOME and CDBG funds toward the goals of ending homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City has coordinated with Skagit County Department of Public Health & Community Services, Skagit County Coalition to End Homelessness, and Community Action through the HOME Consortium efforts. These organizations are responsible for using ESG funds and for administering HMIS (Homeless Management Information System) for service providers operating in the Consortium region. Their goals, strategies activities and outcomes have been incorporated in the Consolidated Plan.

Describe agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	Community Action of Skagit County
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in multi-agency meetings, one-on-one consultation with staff, board meetings, participated in various committees in which CASC provided input. Anticipate increased coordination of homeless activities and public services.
2	Agency/Group/Organization	Anacortes Community Health Council
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is a member of this organization which meets monthly to discuss the current situation of those in need within the community, case-by-case review of needs, solutions to those needs and other services available to help. Roundtable meetings provide information and resources to improve the coordination of services.
3	Agency/Group/Organization	Anacortes Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and board meetings; outcomes include city/HA working collaborative to locate property to develop more housing units.
4	Agency/Group/Organization	Home Trust of Skagit
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and group meetings; working with HOME Trust to determine funding, locate suitable homes for purchase and locating additional funding options to realize success.
5.	Agency/Group/Organization	City of Anacortes Housing Affordability & Community Services Committee
	Agency/Group/Organization Type	City Council, City Staff and community volunteers working to develop affordable housing and community services strategy
	What section of the Plan was addressed by consultation?	Housing & public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Monthly meetings with group to determine strategies to address lack of affordable housing within community

Identify any Agency Types not consulted and provide rationale for not consulting.

There are no Community Based Development organizations, Community Housing Development organizations or Neighborhood Revitalization Strategy Agency currently in jurisdiction or region.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Skagit County Community Services	The Strategic Plan has adopted the major strategies of the 10 year plan.
2016 Comprehensive Plan & supporting Development Regulations updates	City of Anacortes	Creating a better, coordinated strategy for LMI affordable homes and related issues

Table 3– Other local / regional / federal planning efforts**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The City coordinated efforts with the County, the Anacortes Housing Authority, the Anacortes Family Center, the Anacortes Community Health Council and the City of Anacortes Affordable Housing & Community Services Committee to share concerns, determine the needs and routes to follow to address the needs.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In deciding the 2017 program year funding allocations, the City of Anacortes conducted two public hearings (April 24, 2017 and May 15, 2017) and encouraged public comment on the development of the City's CDBG Action Plan. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notices for the 30 day comment period and meetings were posted on the City's CDBG website on January 30, 2017 and published March 15, 2017 and April 26, 2017. The public comment period began on April 3, 2017 and ended May 3, 2017.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

The impact this had on the goal setting was the need for more affordable housing and living wage jobs. The City plans to work toward achieving these goals utilizing CDBG funding and other funding sources

Citizen Participation Outreach Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing			

Table 4– Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	?	0	?	?	0	Funds used for public services, public facilities, admin/planning

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has identified core areas where infrastructure improvements are needed to allow easy access for all individuals and in particular, disabled residents and visitors. The work between community involvement and the 2016 Comprehensive Plan has identified areas through the core downtown that are being proposed for development of a central hub that will include residential development, retail, public services, restaurant, grocery and entertainment establishments that will be easily and safely accessible.

Discussion

Through the development of the 2016 Comprehensive Plan, a unique vision is coming together to create a cohesive, well-laid out community with affordable housing and pedestrian mobility key factors in determining the paths to the central hub as described above. Zoning regulations are being reviewed for changes that will allow greater density, multi-family mixed use development, and greater mobility which will help create more affordable living space within the central hub of downtown.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information (TO BE COMPLETED AFTER DETERMINATION OF PROJECTS)

Order	Goal Name	Start Year	End Year	Category	Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness/Assist Special Needs Populations	2017	2018	Homeless	City	Homelessness Assist special needs population	CDBG: 15% of funding	Public service activities other than Low/Moderate Income Housing Benefit: 80 Persons Assisted
2	Anacortes Housing Authority Apartment Rehabilitation	2017	2018	Public Housing	Tract 940600	Preservation	CDBG:	2 - 3 bedroom rental units rehab: household housing units
3	Planning/Administration	2017	2018	Planning/Admin	City	Administration & Planning	CDBG: 20% of funding after PS funding	Grant preparation and administration; project management

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Homelessness/Assist Special Needs Populations
	Goal Description	Keeping families and single women off the streets and placing them in safe, secure housing and stable environments. Approximately 182 individuals served every year
2	Goal Name	Anacortes Housing Authority Apartment Rehabilitation
	Goal Description	Preserving low income rental housing; fully rehabilitate 2 family units built in 1970
5	Goal Name	Planning/Administration
	Goal Description	General management, oversight and coordination of the program, including providing local officials and citizens with information regarding the CDBG program; preparing budgets and schedules, preparing reports and other HUD related documents, monitoring programs, working with HUD officials.

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects chosen are based on HUD criteria that the activity meet at least one of the national objectives (benefit to low and moderately low income persons, aid in the prevention or elimination of slums or blight, and meet a need having a particular urgency) and they meet the criteria established in the City's CDBG Strategic Plan.

#	Project Name
1	Anacortes Family Center Public Services
2	Anacortes Housing Authority Apartment Rehabilitation (2 units)
3	City of Anacortes Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City established priorities for allocating resources and long range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs that generally are either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives outlined in the 2017-2018 Action Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe, stable transitional and permanent housing for families and individuals in need.

A major obstacle to address underserved needs is lack of funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Anacortes Family Center
	Target Area	City of Anacortes
	Goals Supported	Homelessness/Assist Special Needs Populations
	Needs Addressed	Homelessness/Assist special needs population
	Funding	CDBG: 15% of funding
	Description	Public Services Allocation - Support Family Center staffing who provide case management services to homeless families staying at the shelter.
	Target Date	July 1, 2017 – June 30, 2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 200 individuals/families will be served by this funding. Beneficiaries include extremely low income and low income families that are without homes
2	Location Description	Within main city limits; adjacent to services, schools and jobs.
	Planned Activities	The Center provides housing for 60-90 days and intensive case management and life skills education to assist the household with gaining the skills and resources needed to become fully self-sufficient. In 2015, the Center provided successful transition to stable living/working environments to approximately 86% of their clients.
	Project Name	Anacortes Housing Authority – Apartment Rehabilitation
	Target Area	Anacortes Housing Authority – Census Tract 940600
	Goals Supported	benefiting low-moderate low income persons, creating suitable living environs
	Needs Addressed	Creating suitable living environments for low income public housing residents

		Funding	To be Determined
		Description	Major rehab of 2 family apartments. Rehab will include replacement of cabinets/counters in bathrooms & kitchens, abatement of asbestos flooring throughout 2 apartments, replacement of electrical panels, light fixtures, replace bathroom fixtures (sinks, toilets); replace electrical wiring system if enough funding available; replace water heaters and furnaces.
		Target Date	July 1, 2017 through June 30, 2018
		Estimate the number and type of families that will benefit from the proposed activities	2 extremely low to low income families will be served by this project. Apartments were constructed in 1970 and have not been updated.
		Location Description	Public Housing Apartment Complex, 508 6 th Street, Anacortes, WA
		Planned Activities	As described above, rehabilitate 2 apartments in need of updating.
3		Project Name	City of Anacortes Administration
		Target Area	City Jurisdiction
		Goals Supported	Homelessness/Assist Special Needs Populations Increase affordable housing supply Preservation
		Needs Addressed	Administration & Planning
		Funding	CDBG 20% of funding after Public Services funding
		Description	General administration of CDBG program
		Target Dates	July 1, 2017 – June 30, 2018
		Estimate the number and type of families that will benefit from the proposed activities	Presumed Benefit

	Location description	City of Anacortes
	Planned Activities	Implementation of this action plan requires certain administrative and planning activities including the development of the plan, environmental review of projects, subrecipient monitoring, development of fair housing information, and other activities required by law

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Anacortes is located on Fidalgo Island in Skagit County with 12.5 miles of saltwater shoreline, four freshwater lakes, and 3000 plus acres of city-owned forestlands and city-owned parks. Anacortes is approximately 20 miles from the county seat in Mount Vernon, Washington. A majority of public services available to the citizens of Skagit County are provided in the Mount Vernon area.

The current population of Anacortes is approximately 15,778 citizens (US 2010 Census). Anacortes has one area with a concentration of moderately low to low income households, Census Tract 940600 with 57.6% LMI households. The overall low, to moderately low, income households in Anacortes is approximately 34%.

While Anacortes has one census tract (940600) with the highest concentration of persons living below the poverty level, there are smaller concentrations of low income households interspersed throughout the City. The City establishes priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs who are generally either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives listed in the Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion is allocated to services that provide multiple benefits to households in dire situations and the remaining resources are directed to projects that provide safe and stable environments, transitional and permanent housing for families and individuals in need.

Geographic Distribution

Target Area	Percentage of Funds
Tract 940600	65%

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Census Tract 940600 contains the highest concentration of low, to moderately low households.

Discussion

A majority of the public housing complexes are located in this tract.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Because the City of Anacortes's annual CDBG grant is minimal, it is difficult to use CDBG for purposes other than those already identified.

Actions planned to address obstacles to meeting underserved needs

The City will conduct outreach to various community sectors to inform lenders, property managers, and the public about Fair Housing laws. The City recently improved its Fair Housing website to include state level as well as updated federal information.

Actions planned to foster and maintain affordable housing

The City will work in partnership with the Anacortes Housing Authority to secure the resources necessary to rehabilitate the various complexes, an important low-income housing resource in Anacortes. The City will also work with the Housing Authority to promote development of more complexes to accommodate the growing wait list for affordable housing. The City appointed the Affordable Housing & Community Services Committee, staffed by City Councilmembers, Planning Commissioners, citizens and City staff, to collaborate efforts with the community to work on strategies to eliminate barriers to affordable housing and services within the City.

Actions planned to reduce lead-based paint hazards

Code enforcement will address any and all lead based paint issues that may arise; additionally the City

will include lead based paint hazard information in community education and outreach.

Actions planned to reduce the number of poverty-level families

The Public Services funding to the Anacortes Family Center provides intensive case management and life skills education to assist the household with gaining skills and the resources needed to become fully self-sufficient. The outlook of the community through the work on the 2016 Comprehensive Plan promises to promote more living wage jobs and create a community that would support lower priced housing. This will be accomplished through zoning changes and building incentives.

Actions planned to develop institutional structure

The City will work in partnership with adjacent and regional jurisdictions to create a regional HOME Consortium. A new, regional HOME Consortium will enhance the resource base for developing more affordable housing, and for addressing institutional barriers to creating more affordable housing.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will support the efforts of the Anacortes Community Health Council and participate regularly in their multi-agency meetings. Active participation in the Council will improve the coordination of the City's Consolidated Plan goals and the efforts to reduce instability in the low income community. The newly formed Housing Affordability & Community Services Committee will work with the public and private housing and social service agencies to develop a strategy to eliminate barriers to affordable housing and services.

Discussion

Funding continues to be the main obstacle to meeting underserved need. Obstacles include lack of sufficient financial resources to adequately address large projects such as permanent housing and shelters. Also, the limit on the public services prohibits the City from adequately providing a greater service to households in need of basic services.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. The 2017 Action Plan allocates the majority of the funding to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable permanent housing for families and individuals in need.

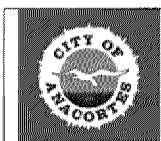
Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out. (The City of Anacortes does not collect any program income from the projects funded with CDBG funding.)

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	Years 2017 & 2018 - 80.00%



CDBG FUNDING APPLICATION PROGRAM YEAR 2017

Check the appropriate box to identify the type of funds for which you are applying:

☐ Public Service ☐ Planning ☒ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT)

\$120,000.00

Project Title: Anacortes Housing Authority Public Housing Units Site I Units 5&6

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

Please see attached Description

Project Location *(physical address)* 508 6th Street Anancortes , WA 98221

Number of Unduplicated People Directly Benefiting from this Project: Seven

Applicant Name

City of Anacortes Housing Authority

Mailing Address

719 Q Street Anacortes , Washington 98221-4128

Agency Director

Jeff Mauceri

360 293 7831

Name

Telephone #

e-mail address Jeff@anacorteshousing.com

Staff Contact

Sandy Cox Operations Manager 360 293 7831

Name and Title

Telephone and Fax #

e-mail address Sandy@anacorteshousing.com 360-2938998

****Federal Tax I.D. # (req'd)**

91-0863090

****DUNS # (req'd)**

609135769

Type of Organization:

Public Agency

Private Nonprofit

Other *(Specify)*

Housing Authority

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)?

X Yes ☐ No

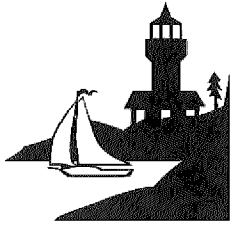
If not, are you planning on becoming a Certified CHDO or CBDO?

☐ Yes ☐ No

Authorized Signature

Date

2/28/17



***HOUSING AUTHORITY
OF THE CITY OF ANACORTES***



719 "Q" Avenue • Anacortes, Washington 98221

Office: (360) 293-7831

Fax: (360) 293-8998

TTY: (360) 293-8998

February 28, 2017

Joann Stewart
Administrative Assistant
Planning, Community and Economic Development
City of Anacortes

RE: 2017 CDBG Grant Funding Application

Dear Ms. Stewart,

Please accept the attached request for CDBG funds to help rehab our two town house public housing units at 508 6th Street Anacortes, Washington. These two units currently house two female head of households with total of five children. The units were originally built in the late 1970's and all major systems within these will be replaced.

If award the grant the Housing Authority will replace all major services systems within the units including wiring, new electrical panels and fixtures, all water supply and plumbing fixtures, replace gas furnace, hot water tanks, exhaust fans, kitchen appliances.

The flooring system need to be abated including the immediate underlayment. Floor system will include new underlayment and vinyl plank type flooring in the living spaces. The walls will be stripped to the studs with all dry wall being (GBW) being replaced. There will be new kitchen and bathroom cabinets, doors and paint for the total unit.

This estimate was completed by Ross Deckman, principal in the firm Ross Deckman and Associates, Puyallup, Washington. The architect fee is included in the cost estimate, which includes scope of work, working drawing for permits purposes and visits to verify construction at critical times, draws and systems installs. He will also provide general services to

help support bidding to construction process. I have attached a copy of the architect's assessment for your review.

If funds are award for this project this will extend the use life of these units and will make them more livable and marketable in the future. Since Anacortes is on the fringe what can be description as the major metro market that stretches from Olympia to Everett we may experience fewer general contractors bidding on this project, which may result in higher than estimated contract costs. If this is the case the Housing Authority can use some of its CAP funds awarded in the 2016 CAP fund year to pick up any additional costs.

Respectfully,

Jeff Mauceri
Interim Executive Director

Ross Deckman + Associates Inc
Architecture • Planning • Design

February 24, 2017

Mr. Jeff Mauceri
Anacortes Housing Authority
719 Q Ave.
Anacortes, WA

Re: Townhouse Remodel Estimates

Dear Mr. Mauceri,
Thank you for contacting us about Townhouse project located at Anacortes, Washington.

Anticipated work the two unit 2034 Sq. Ft. renovation is as follows:

Replace all GWB.

Replace cabinets and tops both kitchen and bath.

Replace or abate all flooring with vinyl plank type flooring. Provide base throughout.

Replace electrical panel, light fixtures, and if enough monies are available replace electrical wiring system. Panel cost alone approximately \$500/unit

Replace all water supply plumbing reuse waste plumbing if possible. Replace all fixtures sinks, lavatories, kitchen sink and toilet.

Replace all doors and frame down headers for bypass doors. Provide all hardware.

Replace bath exhaust fans.

Reuse existing kitchen appliances.

Replace gas furnaces and water heaters.

This is for two units of approximately 2034 Sq. Ft. total measured paint to paint interior surfaces. Abatement might be an option for the second floor VAT by covering it with a thin plywood surface and placing new vinyl over.

Means guide for it does not include exterior work like my two examples but does have a 9% Architectural fee included. The Means guide has a cost of about \$120,000 inclusive.

Estimated construction cost is \$120,000 with approximately nine percent for architectural services about \$10,000 in fees.

The scope of work for my services would include:

Working drawings suitable for permit purposes.

Visits to verify construction at critical times, draws and system install.

Available architect to discuss unknown events or explain drawing with the contractor.

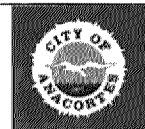
General services to help the project move from bidding to construction.

It would be my pleasure to discuss the proposal at your earliest convenience.

Thank you for your attention.

Sincerely,

Ross Deckman



CDBG FUNDING APPLICATION PROGRAM YEAR 2017-2018

Check the appropriate box to identify the type of funds for which you are applying:

☒ Public Service ☐ Planning ☐ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT)

\$ 15%

Project Title Anacortes Family Center

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

See attached page

Project Location *(physical address)* 1011 27th Street, Anacortes, WA 98229

Number of Unduplicated People Directly Benefiting from this Project 191

Applicant Name

Dustin Johnson

Mailing Address

1011 27th Street

Anacortes, WA 98221

Agency Director

Dustin Johnson

360-293-2993

Name

Telephone #

e-mail address

Staff Contact

Virginia Gustke, Operations Coordinator 360-293-2993 x114

Name and Title

Telephone and Fax #

e-mail address

**Federal Tax I.D. # (req'd)

20-0775618

**DUNS # (req'd)

162358043

Type of Organization:

Public Agency

Private Nonprofit

Other (Specify)



Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)?

☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO?

☐ Yes ☒ No

Authorized Signature

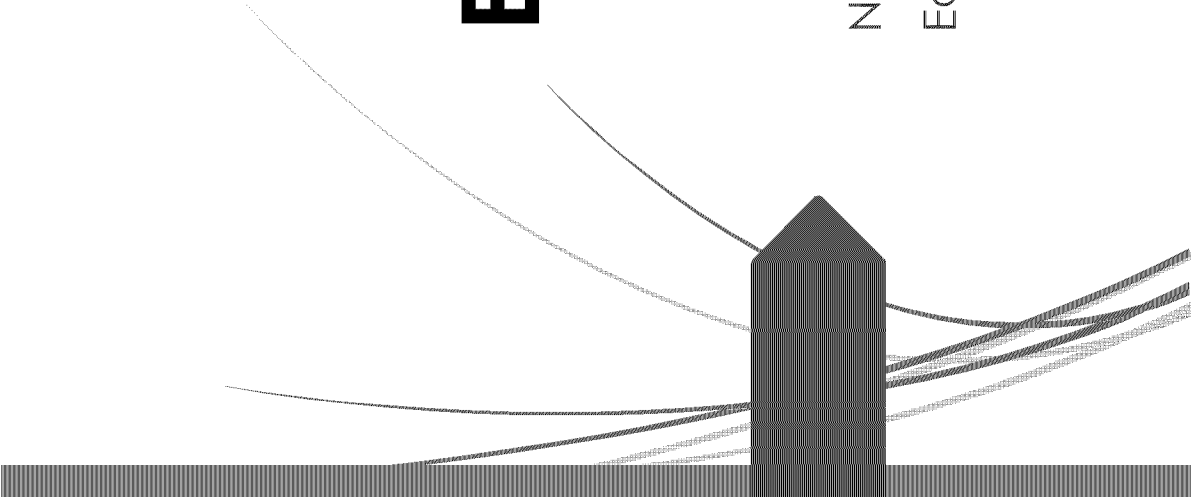
Dustin Johnson

Date 3/28/2017

Project Description

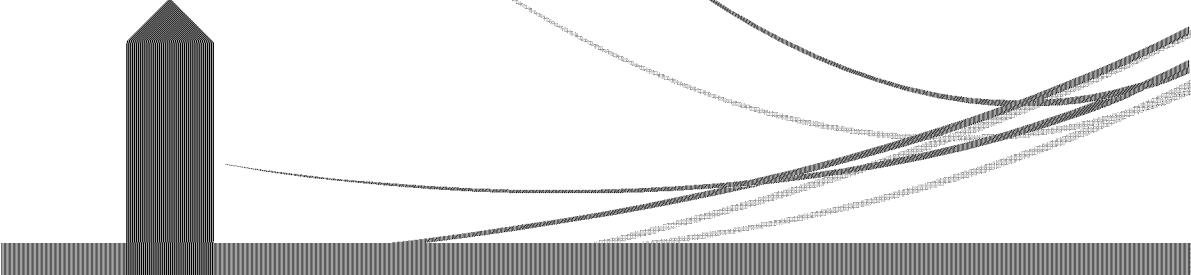
The Anacortes Family Center (AFC) is a program that provides intensive self-sufficiency based services and shelter for homeless single women, children and families with children in crisis, most often due to domestic violence. 60% of the clients we serve are children. Nearly 70% of our clients have survived recent domestic violence. 65% of our clients have diagnosed mental health issues, with many having co-occurring disorders. Nearly all of our residents have complex issues involving generational violence, poverty and mental illness.

In 2016 AFC received a total of 396 applications for services; of these we were able to intake 61 households consisting of 191 individuals, 102 of which were children. The year prior we received a total of 356 applications for services and were able to serve 60 households. Unfortunately, the need for our services far surpasses our capacity, and unfortunately the issues of homelessness is only getting worse. To address this, thanks in part to generous partners, AFC will open a new 9-apartment transitional housing center for families that need more time and support in order to reach self-sufficiency and success. This is the first addition of capacity in Skagit County since our inception in 2009, and we are honored and proud to be in a position to be responsive to our community's growing need – and we are grateful for your support to assist us in this effort.

A decorative graphic at the bottom of the slide featuring a dark grey pencil pointing upwards, with several thin, curved lines radiating from its tip. The pencil and lines are set against a background of horizontal grey lines.

Early Learning in Anacortes

Nicole Mortimer, PhD
Early Learning Coordinator for ASD



Decades of Research on Child Development

- Center on the Developing Child at Harvard Research:
<http://developingchild.harvard.edu/about/>

<https://www.youtube.com/watch?v=VNNSN9lJkws&feature=youtu.be>

<http://developingchild.harvard.edu/resources/experiences-build-brain-architecture/>

8 Things to Remember about Child Development

#1

Even infants and young children are affected adversely when significant stresses threaten their family and caregiving environments.

Center on the Developing Child  HARVARD UNIVERSITY

<http://bit.ly/8-things-ECD>

8 Things to Remember about Child Development

#2

Development is a highly interactive process, and life outcomes are not determined solely by genes.

8 Things to Remember about Child Development

While attachments to their parents are primary, young children can also benefit significantly

from relationships

with other

#3 responsive caregivers

both within and

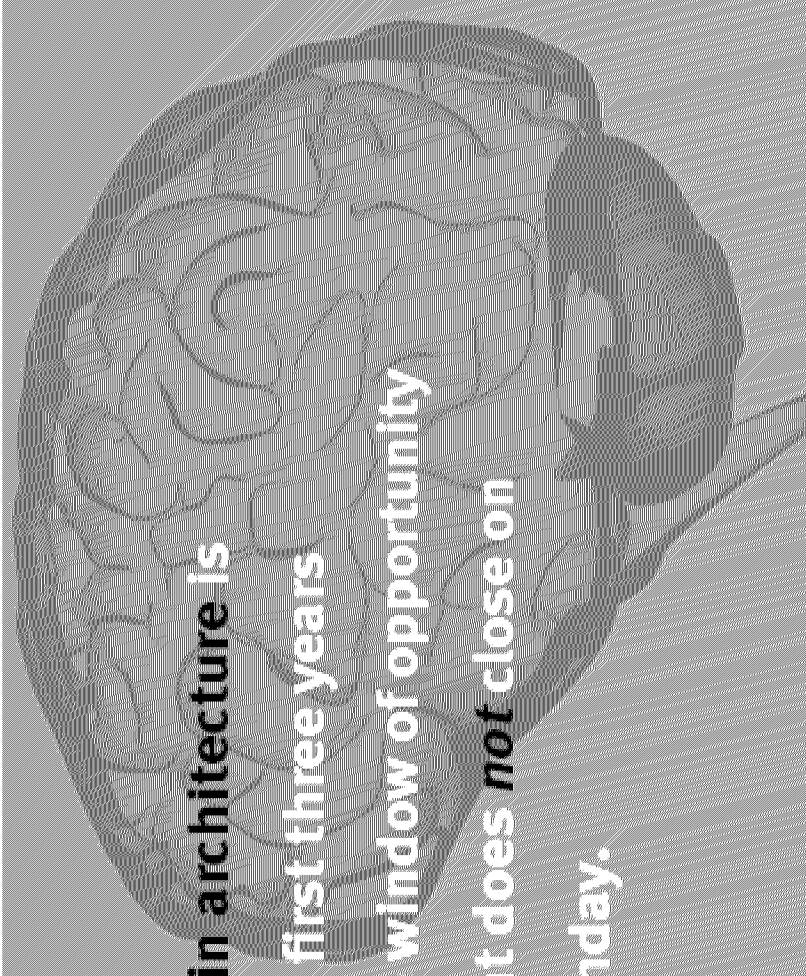
outside the family.



8 Things to Remember about Child Development

#4

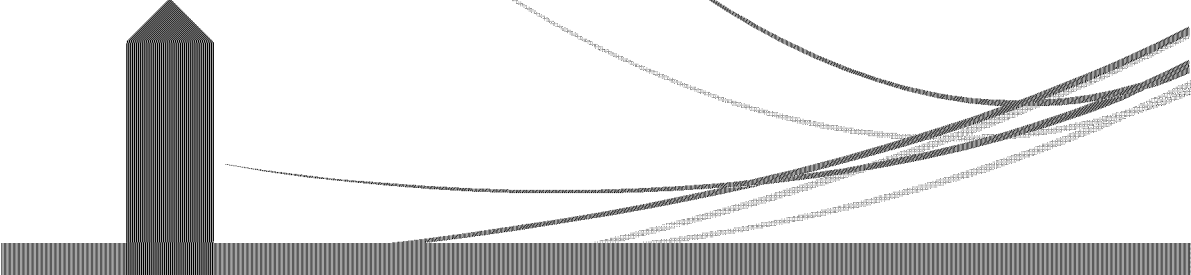
A great deal of **brain architecture** is shaped during the first three years after birth, but the window of opportunity for its development does *not* close on a child's third birthday.



Child Care in Anacortes

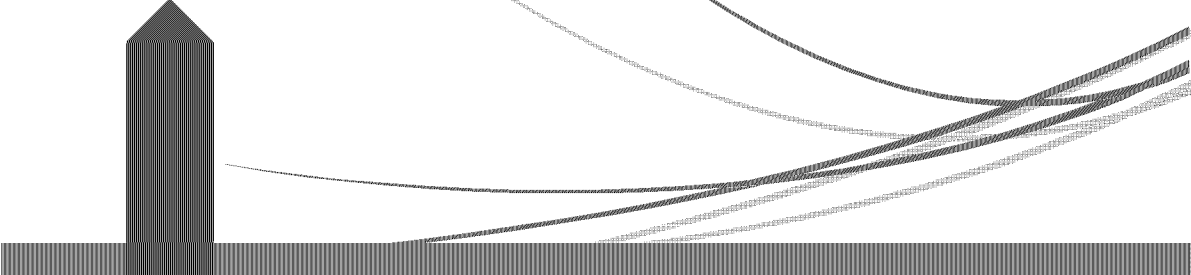
► Our Numbers:

- Approximately 1,000 kids in Anacortes under school age, 200 in each age group
- About 12% of 1,000 are in full-time, licensed child care (state average is 27%)
- 20 child care/preschool providers in town
- Only 10 serve children 0-5 yrs old and full-time
- Other 10 serve 30 mos-5yrs, part-time
- Waitlists for full-time licensed average 30+
- Cost for full-time care in town: \$800-1,000 a month (approx. \$5-6 an hour, 40 hrs a wk)



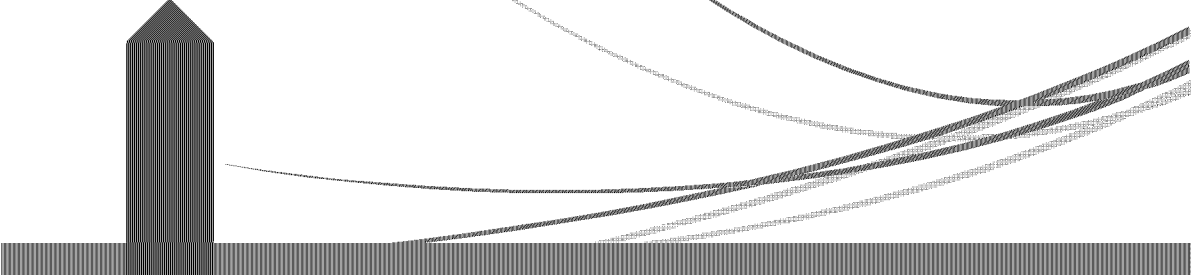
More on Child Care in Anacortes

- Approximate number of children served in full-time licensed care:
- 0-12 months: 5 children
- 12-18: 10 children
- 18-29 months: 15 children
- About 30 kids out of 500 being served



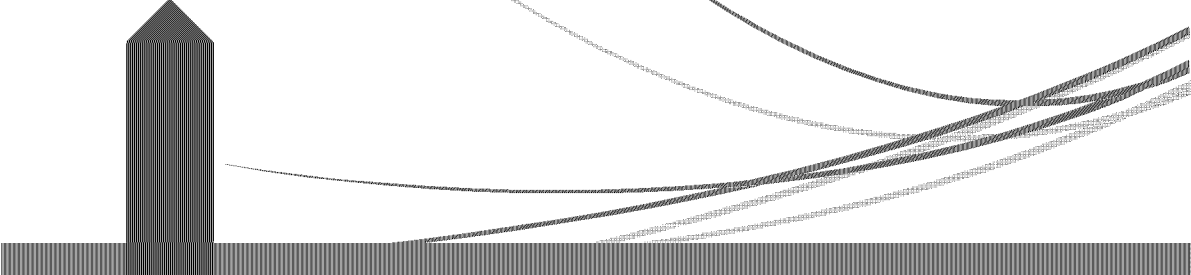
More on Child Care

- **Why full-time, licensed, and Early Achievers?**
- 62% of mothers return to work within a year of having a child
- Safe, enriching, nurturing environments
- Affordable (state subsidizing available through Working Connections)



Why is Quality, Full-Time Child Care So Important?

- Nurturing environments to support healthy child development
- Safe choices for families
- Healthy and secure families
- Economic benefits for community
- Long-term investment in youth and families to maximize well-being and productivity



So....

What am I (ASD) doing to help?

What can the city do to help?

Contact:

- Nicole Mortimer, Early Learning Coordinator:
- nmortimer@asd103.org
- 858-336-5714



City Council Agenda Bill

Meeting Date: 4/24/2017 **Agenda Item:** 7b

Subject: A Resolution authorizing an Intergovernmental Cooperative Purchasing Agreement with U.S. Communities

Staff Contact: Darcy Swetnam

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

Action Type	
	Ordinance No.
	Code Revision?
X	Resolution No. 1987
	Contract
	Public Hearing
	Staff Report

Summary Statement: Staff respectfully requests approval of an agreement authorizing the City of Anacortes and the U.S. Communities, to arrange joint cooperative purchases of certain goods and services. Pursuant to Chapter 39.34 RCW Interlocal Cooperation Act, the Legal Department has requested this agreement be administered with U.S. Communities in order to cooperatively purchase or acquire supplies, equipment, and materials under future contracts. U.S. Communities is a nonprofit instrumentality of government that helps public agencies reduce the cost of purchased goods by combining the purchasing power of public agencies nationwide.

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that the City Council adopt the Resolution authorizing the Mayor of the City of Anacortes to execute a Master Intergovernmental Cooperative Purchasing Agreement with U.S. Communities and to take such actions as are necessary to register the City of Anacortes as a participating public agency with U.S. Communities.

Alternative Actions: Do not approve - purchase or acquire supplies, equipment, and materials under future contracts without the pricing discounts that the combined potential cooperative purchasing power of up to 90,000 public agencies provides.

Attachments (listed in order presented): Resolution 1987, "About US Communities"

CITY OF ANACORTES, WASHINGTON

RESOLUTION NO. 1987

A RESOLUTION authorizing the Mayor of the City of Anacortes to execute a Master Intergovernmental Cooperative Purchasing Agreement with U.S. Communities.

WHEREAS, the City of Anacortes, desires to arrange for making cooperative purchases of certain goods and services with U.S. Communities; and the City Council of the City of Anacortes deems it to be in the best interests of the City that such an arrangement be carried out according to the provisions, terms and conditions of the attached Master Intergovernmental Cooperative Purchasing Agreement, which is incorporated herein by this reference; and,

WHEREAS, pursuant to the provisions of RCW 39.34, the City of Anacortes may enter into intergovernmental cooperative purchasing agreements with other public agencies in order to allow the parties to said agreements to cooperatively purchase or acquire supplies, equipment, and materials under future contracts and to utilize each other's contracts, as needs arise; and

WHEREAS, U.S. Communities is a nonprofit instrumentality of governmental agencies that assists public agencies in reducing the cost of purchased goods through pooling the purchasing power of public agencies nationwide; this is accomplished through competitively solicited contracts for quality products through lead public agencies, who are members of U.S. Communities, and who allow participating public agencies to purchase supplies, equipment and materials from the competitively solicited contracts on the terms and conditions set forth in said contracts; and

WHEREAS, it is recommended to City Council that the City of Anacortes register as a participating public agency with U.S. Communities under the terms and conditions set forth in the attached Master Intergovernmental Cooperative Purchasing Agreement; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES:

Section 1. The Mayor of the City of Anacortes is hereby authorized to execute a Master Intergovernmental Cooperative Purchasing Agreement with U.S. Communities and to take such actions as are necessary to register the City of Anacortes as a participating public agency with U.S. Communities for the purpose mentioned above, a copy of which agreement, entitled "Master

Intergovernmental Cooperative Purchasing Agreement," attached hereto.

The foregoing resolution was ADOPTED by the City Council of the City of Anacortes, Washington, at a regular, open public meeting thereof this 24th day of April, 2017.

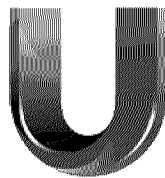
Laurie Gere, Mayor

ATTEST:

Steven D. Hoglund City Clerk

APPROVED AS TO FORM:

Darcy Swetnam, City Attorney



U.S. COMMUNITIES[®]

GOVERNMENT PURCHASING ALLIANCE



MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Master Intergovernmental Cooperative Purchasing Agreement (“Agreement”) is made between certain government agencies that execute a Lead Public Agency Certificate (collectively, “Lead Public Agencies”) to be appended and made a part hereof and other government agencies (“Participating Public Agencies”) that agree to the terms and conditions hereof through the U.S. Communities registration process and made a part hereof.

RECITALS

WHEREAS, after a competitive solicitation and selection process by Lead Public Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers (each, a “Contract Supplier”) have entered into Master Agreements with Lead Public Agencies to provide a variety of goods, products and services based on national and international volumes (herein “Products and Services”);

WHEREAS, Master Agreements are made available by Lead Public Agencies through U.S. Communities and provide that Participating Public Agencies may purchase Products and Services on the same terms, conditions and pricing as the Lead Public Agency, subject to any applicable local purchasing ordinances and the laws of the State of purchase;

WHEREAS, the parties desire to comply with the requirements and formalities of any intergovernmental cooperative act, if applicable, to the laws of the State of purchase;

WHEREAS, the parties hereto desire to conserve resources and reduce procurement cost;

WHEREAS, the parties hereto desire to improve the efficiency, effectiveness and economy of the procurement of necessary Products and Services;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties agree as follows:

1. That each party will facilitate the cooperative procurement of Products and Services.
2. That the procurement of Products and Services subject to this Agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules and regulations that govern each party’s procurement practices.
3. That the cooperative use of solicitations obtained by a party to this Agreement shall be in accordance with the terms and conditions of the solicitation, except as modification of those terms and conditions is otherwise allowed or required by applicable law.
4. That the Lead Public Agencies will make available, upon reasonable request and subject to convenience, information which may assist in improving the effectiveness, efficiency and economy of Participating Public Agencies’ procurement of Products and Services
5. That the Participating Public Agency will make timely payments to the Contract Supplier for Products and Services received in accordance with the terms and conditions of the procurement. Payment, inspections and acceptance of Products and Services ordered by the Participating Public Agency shall be the exclusive obligation of such Participating Public Agency. Disputes between the Participating Public Agency and Contract Supplier are to be resolved in accord with the law and venue rules of the State of purchase.
6. The Participating Public Agency shall not use this Agreement as a method for obtaining additional concessions or reduced prices for similar products or services.
7. The Participating Public Agency is solely responsible for ordering, accepting, and paying and any other action, inaction or decision regarding the Products and Services obtained under this Agreement. A Lead Public Agency shall not be liable in any fashion for any violation by a Participating Public Agency, and the Participating Public Agency shall be responsible for its own conduct to the extent permitted by law.
8. The exercise of any rights or remedies by the Participating Public Agency shall be the exclusive obligation of such Participating Public Agency.
9. This Agreement shall remain in effect until termination by a party giving thirty (30) days prior written notice to U.S. Communities at 2999 Oak Road, Suite 710, Walnut Creek, CA 94597.
10. This Agreement shall become effective after execution of the Lead Public Agency Certificate or Participating Public Agency registration, as applicable.

About U.S. Communities

U.S. Communities Government Purchasing Alliance is a government purchasing cooperative that reduces the cost of goods and services by aggregating the purchasing power of public agencies nationwide. U.S. Communities provides world class procurement resources and solutions to local and state government agencies, school districts (K-12), higher education, and nonprofits. Our participants have access to a broad line of competitively solicited contracts with best in class national suppliers.

- No User Fees – no costs or fees to participate.
- Best Overall Supplier Government Pricing – by combining the potential cooperative purchasing power of up to 90,000 public agencies, you are able to access the best overall supplier government pricing.
- Quality Brands – thousands of the best brands in a wide variety of categories, services and solutions.
- Integrity and Experience – unlike other government cooperative purchasing organizations, U.S. Communities national government purchasing cooperative is founded by 4 national sponsors and over 90 state, city and regional organizations.
- Oversight by Public Purchasing Professionals – our third party audits on contracts ensure that program pricing commitments are met, with benchmark analyses against other suppliers and retailers to guarantee participants the best overall value.

U.S. Communities' rigorous supplier commitments ensure our supplier partners offer their best supplier government pricing. Third party audits are performed on all contracts and benchmarking analyses ensure ongoing value. Most importantly, U.S. Communities adheres to a stringent competitive selection process for all contracts offered through the program.

U.S. Communities is proud to be the only government purchasing cooperative organization founded by public agencies for public agencies. Additionally, U.S. Communities is overseen by an Advisory Board of key public procurement professionals.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning May 1, 2017

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, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

May 1, 2017

- City Council Candidate Presentations (Discussion)
- Skagit, Whatcom, Island Counties HUD HOME Consortium Agreement Renewal, Presentation by Kayla Schott-Bresler (Discussion/Possible Action)
- Finance Update (Discussion)
- Ordinance ____: 2017 Budget Amendment (Discussion/Possible Action)

Executive Session (20 Minutes) : City Council Candidate Discussion per RCW 42.30.110 (h)

May 8, 2017

- Anacortes Historic Preservation Board Annual Report (Discussion)

Executive Session (____ Minutes) : City Council Candidate Discussion RCW 42.30.110 (h) (At Beginning of Meeting)

May 15, 2017

- Community Development Block Grant (CDBG): Review and Approve 2017/2018 Action Plan (Action)

May 22, 2017

June 5, 2017

- Closed Record Public Hearing: CUP-2017-0001, Anacortes School District, Cap Sante High School Portable(s) at SE corner of 22nd Street & "J" Avenue

June 12, 2017

June 19, 2017

June 26, 2017

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Apr 24, 2017, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, Apr 26, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Personnel Committee, Friday, Apr 28, 2017, 9:00 AM, Main Conference Rm, City Hall
- Public Works, Monday, May 1, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Housing Affordability & Community Services, Thursday, May 4, 2017, 1:30 PM, City Hall
- Planning, Monday, May 8, 2017, 5:00 PM, Main Conference Room, City Hall
- Public Safety, Tuesday, May 9, 2017, 4:30 PM, City Hall
- Finance, Wednesday, May 10, 2017, 5:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 15, 2017, 5:00 PM, Public Works Director's Office, City Hall
