

**** Per Section 3 of [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020:**

- All in-person Committee meetings of the City Council are cancelled.
- Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.
- The public comment portion of Council meetings and any scheduled public hearings are temporarily suspended to discourage public in-person attendance of City Council meetings.
- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public is encouraged to comment via [email](#) or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to the meeting will become part of the record for the meeting, just as if presented in person.



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

March 23, 2020
6:00 p.m.

PRELIMINARY AGENDA

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Mayor's Message regarding COVID-19
4. **Public Comment****
5. **Consent Agenda (Action)**
 - a. Minutes of March 16, 2020
 - b. Approval of Claims in the amount of: \$246,699.01
6. **Public Hearings****
7. **Other Business**
 - a. ** Resolution 2080: Amending City Council Committees and Committee Assignments to Add Library, Museum, and Information Technology Committees for 2020-2021 (Discussion/Possible Action)
8. **Adjournment**



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning April 6, 2020

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

April 6, 2020

- Contract Award: Skagit River Raw Water Pipeline and Clearwell Project #20-048-WTR-001 (Action)

April 13, 2020

April 20, 2020

- Access Anacortes Fiber Internet Update (Discussion)

April 27, 2020

May 4, 2020

May 11, 2020

May 18, 2020

May 26, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Finance, Wednesday, Mar 25, 2020, 5:00 PM, CANCELLED
- Personnel, Thursday, Mar 26, 2020, 12:30 PM, Teleconference
- Fiber, Thursday, Mar 26, 2020, 2:30 PM, CANCELLED
- Community Center/Pool, Thursday, Apr 2, 2020, 3:30 PM, TBD
- Public Works, Monday, Apr 6, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Apr 7, 2020, 8:30 AM, TBD
- Public Safety, Tuesday, Apr 7, 2020, 10:00 AM, Teleconference
- Finance, Wednesday, Apr 8, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Apr 9, 2020, 2:30 PM, Teleconference



CITY OF ANACORTES

Laurie Gere, Mayor

904 6th Street Anacortes, WA 98221

www.anacorteswa.gov

A Mayoral Directive

For City of Anacortes residents and business owners. Please stay home and limit interactions with others. Do your part to help slow the spread of COVID-19.

Social Distancing Saves Lives

Dear friends, families and neighbors:

This past weekend we reported that a resident of the Chandler's Square Retirement Community in Anacortes has tested positive for COVID-19. The individual is hospitalized at Island Hospital and is expected to be released to stay with a family member, where they will remain in isolation.

One additional resident is hospitalized and being evaluated. Skagit County Public Health is working closely with Chandler's Square and Island Hospital to take appropriate actions to prevent the spread of COVID-19 to staff and other residents. Skagit County Public Health in partnership with the Washington State Department of Health will assist the facility in ensuring the safety of staff and other residents. Today we had our first death in Skagit County from COVID-19.

As you read this, I hope it has begun to sink in that these are unprecedented times. Many in our community are at enormous risk. We are facing a serious public health threat as well as a threat to our economy, people's livelihoods, and our quality of life.

The City's primary goals are to protect employee safety and public health, while ensuring critical City Services continue. Community transmission of COVID-19 is happening in Skagit County. It is our duty to take responsibility for the wellbeing of our community members and strictly follow the guidelines set by Skagit County Public Health and the CDC to protect the most vulnerable in our community. It is clear that the COVID-19 virus is easily transmitted, which makes group settings dangerous. According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure. We expect to see a doubling of cases every week for the next month.

We anticipate that we will start to see a significant increase in confirmed cases in our county and in our community. As of today, there are 34 confirmed cases in Skagit County and statewide there are nearly 2,000 confirmed cases and 95 deaths. Our main goal as a community should be to reduce the spread of COVID-19 and at this time, these social distancing measures are the *only* tool we have to combat this virus.

I urge you to protect your loved ones. Skagit County Public Health has stated that, “If a community does not take these measures seriously, our health care system will be overwhelmed and not able to care for those who need it.” Do your part to prevent the spread of COVID-19.

We are a community that cares and watches out for each other. It is my utmost goal to keep you and your families safe. In order to do that I am directing you to take the following precautionary actions, effective noon on Tuesday, March 24, 2020 and until further notice:

Stay home. We understand that certain essential activities and work must continue. If you do not work to provide essential business and government services, or perform essential public infrastructure construction you should stay home. You should only leave your homes for essential activities.

Activities Considered Essential

- Activities to maintain the health and safety of family or household members (including pets), such as obtaining medication or seeing a doctor.
- Acquiring necessary services or supplies for you, your family or household members (including pets), such as getting groceries and supplies necessary for staying home. This can include curbside pickup, delivery, take out or drive-thru food and beverage services.
- Engaging in outdoor activity, such as walking, hiking, or running, as long as the activities includes social distancing of at least 6 feet of separation.
- Caring for a family member or pet in another household, the elderly, minors, dependents, or people with disabilities or other vulnerable persons.
- Working in a place that provides essential products and services at an essential business as defined below in the directive, or to carry out activities specifically permitted in the directive.

Essential Business and Government Services

- Health care and public health workers including pharmacies, health care supply stores, and health care facilities.
- All City essential services will continue, including fire, police, and emergency medical services as well as solid waste services, water and sewer.
- Essential infrastructure, including construction of housing (residential and mixed-use), industrial and commercial projects currently underway; and operation of public transportation and utilities.
- Businesses that supply products or services necessary to both maintain the functionality and/or safety of equipment, facilities, utilities, healthcare, national defense, all modes of transportation and critical supply chains used in other essential businesses.
- Grocery stores, food banks, convenience stores, restaurants serving curbside pickup, carry-out, drive-thru and delivery, and businesses that ship or deliver groceries, food and goods directly to residences.
- Businesses that provide necessities of life for economically disadvantaged individuals and shelter facilities as well as services to the homeless.
- Gas stations and auto repair facilities.

- Banks, credit unions, and other financial institutions.
- Hardware stores, plumbers, electricians and other service providers necessary to maintain the safety, sanitation and essential operation of residences and other essential businesses.
- Educational institutions which are facilitating distance learning.
- Laundromats, dry cleaners and laundry service providers.
- Childcare facilities providing services that enable essential employees to go to work.
- Roles required to maintain basic operations, which include Information Technology including cybersecurity, and payroll.

This is not a comprehensive list. The City of Anacortes will follow the U.S. Department of Homeland Security's comprehensive list of [Critical Infrastructure Sectors](#). I urge you to follow the recommendations of the Center for Disease Control and Prevention when conducting essential activities and services.

These recommendations include the following:

- Maintain at least 6 feet from other individuals, wash hands with soap and water for at least 20 seconds as frequently as possible or use hand sanitizer (>60% alcohol),
- Practice good hygiene and cover coughs or sneezes, and do not shake hands and try not to touch your face; and
- Perform routine environmental cleaning for things like doorknobs, tables, desks, handrails, and other high-touch surfaces.

Grocery stores are also directed to implement these cleaning practices, require their customers to maintain proper social distancing practices, and to limit the number of customers into a store at one time.

We need to show compassion for our most vulnerable by taking precautionary actions. We know that implementing social distancing and staying home, now, will save lives. The impact of COVID-19 is being felt by everyone and I must make it clear that failure to comply with the provisions of this Directive constitutes a threat to public health.

The consequences of this public health crisis are severe and it is critical that the citizens of Anacortes understand: we are not yet through the worst. I am asking citizens to stay home unless you are provide or need essential business or government services (as listed above) and employers need to take steps necessary for employees to work remotely.

For general questions please contact the Mayor's Office 360-299-1950 or coa.mayor@cityofanacortes.org. The City will provide timely updates on time sensitive information as it occurs, which will be posted to the City's [COVID-19 Information page](#) on our website. I will do weekly updates to the community at City Council meetings.

My best,

Mayor Laurie

City Council Minutes – March 16, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of March 16, 2020 at 6:00 p.m. Councilmembers Ryan Walters, Carolyn Moulton and Matt Miller were present. Councilmember Christine Cleland-McGrath participated in the meeting in absentia via telephone.

The assembly joined in the Pledge of Allegiance.

Mr. Walters moved, seconded by Ms. Moulton, to suspend City Council Rule of Procedure 4.3 in order to allow more than two councilmembers to participate in the meeting in absentia. The motion carried unanimously by voice vote.

Mayor Gere read a statement updating the community on the COVID-19 epidemic and the city's response to ensure provision of essential services in spite of facility closures.

City Attorney Darcy Swetnam introduced Resolution 2082 which introduced streamlined processes to allow the city to respond to the COVID-19 epidemic. Ms. Swetnam reported on the mayor's proclamation of emergency earlier in the day. She then reviewed each section of the proposed resolution. Councilmembers discussed various sections of the resolution with Ms. Swetnam and considered alternatives to the language presented.

Mr. Walters moved, seconded by Mr. Miller, to adopt Resolution 2082 with two changes from the version presented:

- Section 3B: Insert "and", thus "Council *and* committee meetings may be held telephonically ..."
- Section 5: Suspend the ban on plastic bags indefinitely.

Vote: Ayes – Walters, Cleland-McGrath, Moulton and Miller. Motion carried.

Announcements and Committee Reports

Thompson Family Statement regarding Thompson Train: Museum Director Bret Lunsford read into the record a statement from Headen Thompson in response to the discussion regarding the Thomas G. Thompson, Jr. train, which took place at the Anacortes City Council meeting on Monday, March 9, 2020. Mr. Thompson's letter was added to the packet materials for the meeting. Mayor Gere then read into the record a letter from Anne Thompson in response to the same Council discussion. Ms. Thompson's letter was added to the packet materials for the meeting. Both letters supported transferring ownership of the train to Mr. Bret Iwan.

Port/City Liaison Committee: Ms. Cleland-McGrath reported from the committee meeting on March 10, 2020. She described topics discussed including Port lobbying in Washington, D.C., Maritime Strategic Plan review, the boat show scheduled for May, the Northwest Basin redevelopment plan, and the city's combined sewer overflow project. Mr. Walters added that the City Council Planning Committee had also discussed the Port's Northwest Basin project and that committee members were not comfortable with eliminating the view corridor down 9th Street. Mr. Walters said the Planning Committee suggested more collaborative work on the design and asked Mayor Gere to convey that message to the Port of Anacortes.

Finance Committee: Mr. Walters reported from the committee meeting the prior Wednesday. He advised that the committee discussed implementation of the Affordable Housing sales tax and related contracts with the Anacortes Housing Authority and the Anacortes Family Center. Mr. Walters said the committee had suggested sunseting the sales tax after 20 years, which would require adoption by ordinance.

Fiber Committee: Mr. Walters reported that the committee meeting scheduled for the prior Thursday had been cancelled.

Public Works Committee: Mr. Walters reported that the committee meeting scheduled for the earlier in the evening had been cancelled in conformance with recommendations for public health.

Public Comment

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

Consent Agenda

Mr. Walters removed Item 5e, Resolution 2081: An Emergency Declaration of the Mayor: Request for Public Assistance Due to February 2020 Heavy Rainfall Event, from the Consent Agenda. Mr. Miller moved, seconded by Ms. Moulton, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of March 9, 2020
- b. Approval of Claims in the amount of: \$642,274.68
- c. Interlocal Agreement with City of Marysville: 2020 Outdoor Video Services #20-095-PRK-001
- d. CDBG Salvation Army Rehab Contract: Walk-In Refrigerator for Food Bank

The following vouchers/checks were approved for payment:
EFT numbers: 96555 through 96606, total \$225,013.55
Check numbers: 96607 through 96642, total \$257,205.44
Wire transfer numbers: 265134 through 265658, total \$14,837.42

e. Resolution 2081: An Emergency Declaration of the Mayor: Request for Public Assistance Due to February 2020 Heavy Rainfall Event

Mr. Walters referenced his earlier emails to staff raising substantive and structural objections to the resolution as proposed. Mr. Buckenmeyer explained the necessity for both a declaration of emergency and authorization to expend funds in order to qualify for FEMA reimbursement of extraordinary expenses related to the storm event. After some discussion with Mr. Buckenmeyer and Ms. Swetnam, Mr. Walters moved, seconded by Ms. Moulton, to approve Resolution 2081 with the following revision:

NOW, THEREFORE, BE IT FURTHER RESOLVED; that the ~~Mayor~~ *City Council* of the City of Anacortes ~~does hereby declare that an emergency exists~~ *ratifies the Mayor's declaration of emergency existing* effective February 6, 2020 and hereby does authorize the expenditure of funds as required to meet the emergency. This action is in accordance with ~~RCW 35.33.081~~ *and* RCW 38.52.070(2).

The motion carried unanimously by voice vote.

PUBLIC HEARINGS

Continued Public Hearing: Approval of a Master Permit for Telecommunications Use of Right of Way for City of Anacortes/ACCESS Anacortes Fiber Internet Installation in accordance with AMC Chapter 5.38.040

Public Works Director Fred Buckenmeyer presented a Master Permit Application from City of Anacortes/ACCESS Anacortes Fiber Internet to allow for the deployment of a fiber optic network for every business and residence within the City of Anacortes. Mr. Buckenmeyer mentioned the newly adopted Chapter

5.38 of the Anacortes Municipal code, which governs Public Utility and Telecommunications Right-of-Way Use, and said the subject application constituted the first master permit application the City had received pursuant to the new code requirements. Planning Director Don Measamer then summarized the series of steps under the new code to approve master permits for telecommunications use of right of way. Mr. Measamer emphasized that once a permit was issued, an agreement with the applicant would be prepared and returned to Council for authorization.

Mayor Gere invited members of the audience to comment on this agenda item as part of the public hearing that had been opened at the City Council meeting on March 9, 2020 and continued to the March 16 meeting. No one present wished to address the Council. Mayor Gere then closed the public hearing.

Ms. Moulton moved, seconded by Mr. Walters, to approve the master permit application as presented. Vote: Ayes – Moulton, Miller, Walters and Cleland-McGrath. Motion carried.

OTHER BUSINESS

Plastic Bag Ban Implementation

In light of the provisions of Resolution 2082 adopted by City Council earlier in the meeting, Ms. Swetnam recommended that this item be pulled from agenda for additional review. The councilmembers present concurred.

Doug Thurber said he had spoken with the manager of the local Safeway store and that the store manager said he would continue to use plastic bags unless people come into the store officially and tell him to stop.

There being no further business, at approximately 7:06 p.m. the Anacortes City Council meeting of March 16, 2020 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the March 23, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
265966	1/1/2020	1000009429	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY	\$ 379.90	publib
265777	1/6/2020	1047	MAILLARDS LANDING GRINDING IN	CHRISTMAS TREE STUMP GRINDING	\$ 5,435.00	parks1
265861	1/6/2020	2020-0018	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH 12/31/19	\$ 4,912.50	plan
265864	2/3/2020	24011.01-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: JERRY SMITH SHORT PLAT	\$ 609.88	plan
264560	2/5/2020	ReimbTesch	TESCH, NICOLE	TRAVEL EXPENSES NT	\$ 60.00	pw1
264705	2/7/2020	11830692	HACH COMPANY	FLOW REGULATOR	\$ 106.80	dwtp
265936	2/11/2020	2-553331-32	DIAMOND RENTALS, INC.	TOILET RENTAL - CEMETERY, COMMUNITY 1/12/20	\$ 350.00	parks1
265874	2/12/2020	1991627042	ARAMARK	STA 3 MAT/MOP SERVICE: 2/12	\$ 21.74	medic
265959	2/14/2020	20-036	PRECISION FIBER INC.	FIBER OPTIC SPLICING SERVICE	\$ 1,010.00	fiber
265782	2/18/2020	5357	WASHINGTON RECREATION	COURSE TEST AND MATERIALS FOR CERTIFIED	\$ 649.00	parks1
265480	2/25/2020	1255576864	GRAY, MATTHEW	IVERSEN, ROBERT DENTAL SERVICES, LEOFF1 RETIREE	\$ 280.00	hr
265688	2/25/2020	29393	WESTERN SYSTEMS REFUSE &	REPAIRS TO MOTOR/CONTROL BOARD- SEWER JET CAMERA	\$ 3,133.80	dshop
265859	2/28/2020	95288373	150-PRAXAIR DISTRIBUTION INC	MAINTENANCE SUPPLIES	\$ 516.76	dwtp
265868	2/28/2020	7258	CONTEC SYSTEMS INDUSTRIAL CORP	WWTP CONTINUOUS EMISSIONS MONITORING DATA ACQUISITION SOFTWARE (CEMDAS) UPDATE	\$ 4,975.00	dwtp
265871	2/28/2020	7259	CONTEC SYSTEMS INDUSTRIAL CORP	WWTP SERVER ROOM - DATASOFT UPGRADE	\$ 4,309.00	dwtp
265944	2/28/2020	15-71944	CUMMINS, INC.	THERMOSTAT, RADIATOR HOSES- #7903	\$ 105.74	dshop
265845	2/29/2020	201001SEA	BLACKPOINT IT SERVICES, INC	FIREWALL UPGRADES	\$ 11,148.64	infosys
265681	2/29/2020	3092530720	LEXISNEXIS	LEGAL RESEARCH PROGRAM FEB. 2020	\$ 297.00	legal
265836	2/29/2020	1435	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - FEBRUARY 2020	\$ 313.62	pw1
265687	2/29/2020	0173	SKAGIT COUNTY SOLID WASTE FUND	FEBRUARY TONNAGE HAULED	\$ 72,520.53	dshop
265841	2/29/2020	207048	WIDENER & ASSOCIATES	GUEMES CHANNEL TRAIL-TECHNICAL ASSISTANCE/ONGOING MONITORING - FEB 2020	\$ 616.00	pw1
265842	2/29/2020	207049	WIDENER & ASSOCIATES	GUEMES CHANNEL TRAIL - BIOLOGICAL EVALUATION & PERMIT - FEB 2020	\$ 616.00	pw1

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
265843	2/29/2020	207051	WIDENER & ASSOCIATES	SK RIVER 42" WATER LINE - DESIGN ASSISTANCE & PERMITTING - FEB 2020	\$ 9,006.00	pw1
265844	2/29/2020	207050	WIDENER & ASSOCIATES	SANITARY SEWER STORAGE STUDY - ENVIRONMENTAL SERVICES - FEB 2020	\$ 6,860.70	pw1
265668	3/1/2020	2051	AV CAPTURE ALL INC.	AV CAPTURE ANNUAL FEE 2020	\$ 1,291.36	court
265948	3/1/2020	052-0010-00	CITY OF ANACORTES	OPS W/S/G 2/1/20 - 2/29/20	\$ 1,337.24	dshop
265847	3/2/2020	RI104393672	FRANCOTYP-POSTALIA, INC	MAILING MACHINE QUARTERLY RENTAL 3/1-5/31/20	\$ 130.31	finance
265862	3/3/2020	20411.02-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: 32ND STORM REVIEW	\$ 667.87	plan
265863	3/3/2020	20411.03-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: OAKES VIEW LANE	\$ 381.64	plan
265870	3/3/2020	AFD 19	ISLAND HOSPITAL	DECEMBER CHARGES FOR AMBULANCE SUPPLIES	\$ 1,397.55	medic
265872	3/3/2020	AFD 20	ISLAND HOSPITAL	BILLING FOR JANUARY AMBURLANCE SUPPLIES	\$ 2,025.09	medic
265679	3/3/2020	303670	SMILEY'S INC	STEEL PLATE - DANIELS FIELD	\$ 143.07	parks1
265640	3/4/2020	2020-WAG643002	DEPARTMENT OF ECOLOGY	2020 WTP WATER QUALITY PROGRAM PERMIT - 2ND OF 2 PAYMENTS	\$ 1,876.00	dwnp
265880	3/4/2020	BC1066078	GALLS, LLC.	ANNUAL UNIFORM ORDER - NW	\$ 82.55	medic
265881	3/4/2020	BC1066080	GALLS, LLC.	ANNUAL UNIFORM ORDER - NT	\$ 82.55	medic
265664	3/4/2020	1461210	RAIN FOR RENT	RENTAL - PUMPING SERVICE FOR EMERGENCY	\$ 2,626.26	dwnp
265288	3/4/2020	March	SKAGIT LAW GROUP PLLC	PROSECUTING ATTORNEY SERVICES MARCH 2020	\$ 6,305.00	legal
265685	3/4/2020	7108138-00	WESTERN EQUIPMENT	MOTOR COVER- #706	\$ 136.92	dshop
265967	3/5/2020	AN 71537	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 307.56	medic
265779	3/5/2020	1965	ECCOS DESIGN, LLC	PLANS REVIEW - GRAND VIEW CEMETERY	\$ 475.00	parks1
265882	3/5/2020	BC1067088	GALLS, LLC.	ANNUAL UNIFORM ORDER - JB	\$ 278.41	medic
265961	3/5/2020	44231207	INGRAM LIBRARY SERVICES, LLC	BOOKS JUVENILE	\$ 721.02	publib
265935	3/6/2020	BC1068085	GALLS, LLC.	ANNUAL UNIFORM ORDER - BR	\$ 251.10	medic
265656	3/6/2020	200306-1	SOUND WATER SERVICES, INC	PARTICLE COUNTER RENTAL	\$ 520.00	dwnp
265727	3/7/2020	117593	LAKE SIDE INDUSTRIES, INC.	1 1/4" & 1 1/2" ROCK SALES	\$ 251.64	wdist
265789	3/7/2020	12927-0	VCLLOUD TECH INC.	VMWARE RENEWAL 05/31/2020-05/30/2021	\$ 1,248.96	infosys
265954	3/9/2020	1065171	BUILDERS EXCHANGE OF	BID DOCUMENTS ONLINE PUBLISHING	\$ 195.90	pw1
265867	3/9/2020	ReimbFlores	FLORES JR, ODILON	WORK BOOTS~	\$ 170.32	dwnp
265682	3/9/2020	001-459983	PISTON SERVICE OF ANACORTES	HYDRAULIC HOSES- #511	\$ 81.28	dshop
265783	3/9/2020	220015523313	PUGET SOUND ENERGY INC	CAR CHARGING STATION 2/6-3/6-20	\$ 93.12	dshop
265785	3/9/2020	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 2/6-3/6/20	\$ 237.24	plan

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
265852	3/9/2020	200015995380	PUGET SOUND ENERGY INC	APD 2/6-3/6/20	\$ 1,592.93	apd
265957	3/10/2020	M032519	CORE & MAIN LP	SHIP HARBOR ROUNDABOUT SUPPLIES	\$ 2,568.89	wdist
265962	3/10/2020	44285027	INGRAM LIBRARY SERVICES, LLC	JUVENILE BOOKS	\$ 33.34	publib
265963	3/10/2020	44285028	INGRAM LIBRARY SERVICES, LLC	ADULT BOOKS	\$ 1,451.37	publib
265686	3/10/2020	41600350674	LES SCHWAB TIRE CENTERS	DISMOUNT & MOUNT- #706	\$ 8.70	dshop
265838	3/10/2020	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 2/7-3/9/20	\$ 26.42	plan
265858	3/10/2020	220013297498	PUGET SOUND ENERGY INC	CASINO DRIVE UNDER TWIN BRIDGES- 02/07-03/09/2020	\$ 71.26	dshop
265683	3/10/2020	303752	SMILEY'S INC	7 BLADE CONNECTOR, RATCHET STRAPS- #842	\$ 47.52	dshop
265781	3/10/2020	7822	URBAN FORESTRY SERVICES, INC	TREES - PICKET PARK	\$ 873.43	parks1
265875	3/11/2020	1991666647	ARAMARK	STA 3 MAT/MOP SERVICE: 3/11	\$ 21.74	medic
265728	3/11/2020	S6946625.001	CODALE ELECTRIC SUPPLY, INC.	BRACKETS FOR VAULTS	\$ 328.24	fiber
265860	3/11/2020	8498 30 017 0464628	COMCAST	WA PARK INTERNET 3/21-4/20/20	\$ 106.15	finance
265834	3/11/2020	1366906	GENERAL PACIFIC INC	COUPLER- FIBER	\$ 250.01	wdist
265788	3/11/2020	815743	JCI JONES CHEMICALS INC	HYPOCHLORITE SOLUTION	\$ 4,036.72	dwtp
265849	3/11/2020	810249	PACIFIC LAMP & SUPPLY COMPANY	LED PARKING LIGHTS FOR SENIOR CENTER	\$ 3,760.64	pwfac
265726	3/11/2020	001-460139	PISTON SERVICE OF ANACORTES	WIRE- #842	\$ 82.34	dshop
265960	3/11/2020	200000667101	PUGET SOUND ENERGY INC	LIBRARY 1220 10TH 2/8-3/10/20	\$ 2,471.70	publib
265832	3/11/2020	0250665-IN	REISNER DISTRIBUTOR INC	10W-30 OIL- SHOP STOCK	\$ 50.37	dshop
265689	3/11/2020	LatecomerSchorr	SCHORR, ERIK	REIMBURSE SCHORR LATECOMERS FEE	\$ 8,480.36	finance
265937	3/11/2020	1203339	SKAGIT PUBLISHING LLC	PUBLISH AA-1999290 AA-2001104	\$ 256.68	finance
265787	3/11/2020	331 0508742	UNIFIRST CORPORATION	WTP LAUNDRY	\$ 92.33	dwtp
265837	3/12/2020	1991668721	ARAMARK	OPS: MAT CLEANING 03/12/20	\$ 34.96	dshop
265840	3/12/2020	1991668720	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	\$ 77.76	finance
265855	3/12/2020	1991668714	ARAMARK	APD NYLON MATS CLEANED	\$ 16.31	apd
265876	3/12/2020	1991668710	ARAMARK	STA 2 MAT/MOP SERVICE: 3/12	\$ 21.74	medic
265877	3/12/2020	1991668711	ARAMARK	STATION 1 MAT/MOP SERVICE 3/12	\$ 21.74	medic
265939	3/12/2020	105988	CASCADE FIRE EQUIPMENT CO	HOSE BAGS FOR SABA EQUIPMENT	\$ 494.97	medic
265778	3/12/2020	2-553331-33	DIAMOND RENTALS, INC.	TOILET RENTAL - CEMETERY, COMMUNITY 2/11/20	\$ 350.00	parks1
265780	3/12/2020	5582	EAGER BEAVER TREE SERVICE, INC	TREE REMOVAL @ SENIOR CENTER	\$ 2,717.50	parks1
265865	3/12/2020	1200253735	HDR ENGINEERING, INC	SKAGIT RIVER 42" WATER LINE PROJECT - PHASE 2 - 2/2/20-2/29/20	\$ 12,169.81	pw1
265829	3/12/2020	001-460318	PISTON SERVICE OF ANACORTES	BLACK SPRAY PAINT- SHOP	\$ 200.49	dshop
265830	3/12/2020	001-460313	PISTON SERVICE OF ANACORTES	OIL- SHOP	\$ 12.52	dshop
265831	3/12/2020	001-460245	PISTON SERVICE OF ANACORTES	DOOR HINGE BUSHING KIT- #410	\$ 34.11	dshop
265879	3/12/2020	200024889996	PUGET SOUND ENERGY INC	WTP INTAKE ELECTRICITY 2/11-3/11/20	\$ 343.66	dwtp
265941	3/12/2020	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 2/6 - 3/6	\$ 992.30	medic
265956	3/12/2020	300000290035	PUGET SOUND ENERGY INC	MUSEUM 2/6-3/6/20	\$ 329.28	museum

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
265938	3/12/2020	INV5260	SEAWESTERN, INC.	FIREBOOTS (2 PAIR)	\$ 879.60	medic
265854	3/12/2020	20200474	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING FEB 2020	\$ 3,570.05	finance
265786	3/12/2020	112024	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 87.50	dwtp
265873	3/13/2020	5148668	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$ 2.76	medic
265940	3/13/2020	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 2/11 - 3/12	\$ 142.89	medic
265942	3/13/2020	15-72164	CUMMINS, INC.	RADIATOR HOSE, TUBE- #7903	\$ 2,024.38	dshop
265947	3/13/2020	15-72160	CUMMINS, INC.	RADIATOR HOSES, GASKET- #7903	\$ 119.26	dshop
265835	3/13/2020	WABUR218390	FASTENAL COMPANY	FENDER WASHERS X 50	\$ 4.98	dwtp
265866	3/13/2020	1200254185	HDR ENGINEERING, INC	SANITARY SEWER STORAGE STUDY - 2/2/20-2/29/20	\$ 9,885.52	pw1
265946	3/13/2020	PSTAC20-46	PUBLIC SAFETY TESTING, INC	POLICE & FIRE CIVIL SERVICE EXAM MATERIALS.	\$ 3,005.00	hr
265856	3/13/2020	0250745-IN	REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 66.94	dwtp
265878	3/13/2020	1201152	SIGNATURE FORMS, INC	ENVELOPES	\$ 46.87	finance
265833	3/13/2020	971561	SKAGIT COUNTY SOLID WASTE FUND	WTP DUMP RUN 0.14 TN	\$ 14.07	dwtp
265790	3/13/2020	S20205331	SUPERIOR SYSTEMS, INC	ALUMINUM BENCH TOP	\$ 199.64	dwtp
265857	3/13/2020	2020-0421	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH 2/29/20	\$ 2,520.00	plan
265666	3/15/2020	MARCH 2020	KORTERUD, WAYNE D	INDIGENT SCREENING MARCH 2020	\$ 375.00	court
265848	3/16/2020	1991672444	ARAMARK	LAUNDRY SERVICES	\$ 69.47	dwtp
265851	3/16/2020	03/16/2020	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
265850	3/16/2020	ReimbIngram	INGRAM, KATIE	UNIFORM SHOE ALLOWANCE; REC SVC MNGR INGRAM	\$ 100.00	apd
265943	3/16/2020	INV5342	SEAWESTERN, INC.	REPLACEMENT HELMET	\$ 326.10	medic
265945	3/17/2020	79285	ASSOCIATION OF WASHINGTON	CARTER AWC TRAINING	\$ 45.00	executive
265971	3/17/2020	L997830	CORE & MAIN LP	SADDLES	\$ 1,457.42	wdist
265970	3/17/2020	cs-Davison	DAVISON, JACQUELINE ANN	INSTRUCTOR PAYMENT FOR KIDS BAKING CLASS WINTER	\$ 1,080.00	pkrec
265968	3/17/2020	2019 Grant	FARNAND, SEAN	GRANT WRITING - AFG FIRE BOAT	\$ 3,000.00	medic
265969	3/17/2020	ReimbFloyd	FLOYD, DAVID	UNIFORM BOOT; CAPT FLOYD	\$ 162.75	apd
265958	3/17/2020	001-460663	PISTON SERVICE OF ANACORTES	COIL- #009	\$ 41.44	dshop
265955	3/17/2020	1639239577	SMILES DENTAL GROUP	DENTAL SERVICES, RICHARD COUSINS - LEOFF1 RETIREE	\$ 254.00	hr
265953	3/17/2020	19-147-PRK-0011	TRANSPAC MARINAS, INC	RETAINAGE RELEASE	\$ 12,878.40	pw1
265949	3/17/2020	331 0509669	UNIFIRST CORPORATION	WATER CREW LAUNDRY SERVICE	\$ 48.11	wdist
265951	3/17/2020	18-096-FAC-0021	VECA ELECTRIC & TECHNOLOGIES	RETAINAGE RELEASE	\$ 7,615.00	pw1

Total

\$246,699.01



City Council Agenda Bill

Meeting Date: 3/23/20

Agenda Item: 7b

Subject: Resolution 2080 Amending City Council Committees and Committee Assignments to Add Library, Museum, and Information Technology Committees for 2020-2021

Contact: Bruce McDougall, Mayor Pro Tem

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

Action Type	
	Ordinance No.
	Code Revision?
x	Resolution No. 2080
	Contract
	Public Hearing
	Staff Report

Summary: The proposed resolution would expand the established purpose of the Personnel Committee, create new standing committees for Library, Museum and Information Technology, and appoint councilmembers to those new committees.

Background: The Library, Museum and Administrative Services departments do not currently have access to City Council committees to provide recommendations on their activities, initiatives and policies. The Library and Museum committees will have the same membership as the existing Personnel Committee; each of those three committees will meet once per quarter on a regular schedule. The Information Technology Committee will have the same membership as the existing Fiber Committee and will meet on an as needed basis.

Previous Council/Committee Action: [Resolution 2071](#) adopted January 21, 2020 established assignments for committees in existence at that time.

Recommended Motion: I move to approve Resolution 2080 as proposed.

Alternative Actions: Return the resolution with direction for redrafting.

Attachments (listed in order presented): Proposed Resolution 2080

Resolution No. 2080

A Resolution Amending City Council Committees and Committee Assignments to Add Library, Museum, and Information Technology Committees for 2020-2021

Whereas the City Council has adopted rules of procedure by Resolution 2044 (2019); and

Whereas Section 10 of that resolution provides that council committees may be formed by appointment of councilmembers to each committee by the mayor pro tem with the approval of the City Council; and

Whereas City Council approved council committee structure and committee assignments for 2020-2021 by Resolution 2071 on January 21, 2020; and

Whereas the mayor pro tem has made the adjustments and appointments listed below;

Now therefore be it resolved by the City Council that:

Section 1. The following **standing committee** purpose is hereby amended as stated below:

Personnel (Christine Cleland-McGrath, Bruce McDougall, Anthony Young)

Purpose: To make recommendations regarding staff positions, collective bargaining, and personnel policies.

Section 2. The following **standing committees** are hereby established and the following appointments approved:

Library (Christine Cleland-McGrath, Bruce McDougall, Anthony Young)

Purpose: To make recommendations regarding library activities, initiatives and policies.

Museum (Christine Cleland-McGrath, Bruce McDougall, Anthony Young)

Purpose: To make recommendations regarding museum activities, initiatives and policies.

Information Technology (Matt Miller, Ryan Walters, Bruce McDougall)

Purpose: To make recommendations regarding information technology activities, initiatives and policies.

PASSED by the City Council this 23rd day of March, 2020.

CITY OF ANACORTES:

Laurie Gere, Mayor

ATTEST:

City Clerk/Treasurer

APPROVED AS TO FORM:

City Attorney



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning April 6, 2020

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

April 6, 2020

- Contract Award: Skagit River Raw Water Pipeline and Clearwell Project #20-048-WTR-001 (Action)

April 13, 2020

April 20, 2020

- Access Anacortes Fiber Internet Update (Discussion)

April 27, 2020

May 4, 2020

May 11, 2020

May 18, 2020

May 26, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Finance, Wednesday, Mar 25, 2020, 5:00 PM, CANCELLED
- Personnel, Thursday, Mar 26, 2020, 12:30 PM, Teleconference
- Fiber, Thursday, Mar 26, 2020, 2:30 PM, CANCELLED
- Community Center/Pool, Thursday, Apr 2, 2020, 3:30 PM, TBD
- Public Works, Monday, Apr 6, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Apr 7, 2020, 8:30 AM, TBD
- Public Safety, Tuesday, Apr 7, 2020, 10:00 AM, Teleconference
- Finance, Wednesday, Apr 8, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Apr 9, 2020, 2:30 PM, Teleconference
