

**\*\* Per Section 3 of Anacortes [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, and [Resolution 3053](#), adopted September 27, 2021, extending the duration of portions of Resolution 2082 through December 31, 2021, City Council meetings may be held partially or entirely virtually.**

- Meetings may be viewed on the [City of Anacortes website](#), on the City of Anacortes [YouTube](#) Channel, or on TV [Channel 10](#).
- The public may also watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to [cityclerk@cityofanacortes.org](mailto:cityclerk@cityofanacortes.org) or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the [City Clerk](#) prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for virtual participation in Anacortes City Council meetings are available [here](#). View a video example of connecting to the meeting [here](#).



**Anacortes City Council**  
**Municipal Building Council Chambers**  
**904 6th Street**

**\*\* Attendees in Council Chambers must comply with [Dept. of Health orders](#) \*\***

**October 25, 2021**  
**6:00 PM**

**PRELIMINARY AGENDA**  
**[Packet Materials](#) / [Watch Meeting](#)**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Closed Session**
  - a. Collective Bargaining topics per RCW 42.30.140(4)(b) (45 minutes) (Discussion)
4. **Announcements and Committee Reports**
  - a. COVID-19 Update (Discussion)
  - b. Planning Committee (Discussion)
  - c. Personnel Committee (Discussion)
5. **Public Comment**
6. **Consent Agenda**
  - a. Minutes of October 18, 2021 (Action)
  - b. Approval of claims in the amount of \$1,095,737.47 (Action)
  - c. Interlocal Agreement #21-249-LIB-001 with Skagit County for 2021 Library Materials Funding (Action)
7. **Other Business**
  - a. \* Review of 2022 Budget - Public Works Department (Discussion)
8. **Adjournment**

***Per Resolution 2044, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on items indicated with an asterisk (\*) may do so as those items are considered by Council during the course of the meeting.***

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

# Anacortes City Council Minutes - October 18, 2021

## Call to Order

Mayor Laurie Gere called to order the Anacortes City Council meeting of October 18, 2021 at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath and Matt Miller participated in the meeting remotely via Zoom. Councilmember Carolyn Moulton attended the meeting in City Council chambers. Councilmember Bruce McDougall was absent.

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

## Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

## Announcements and Committee Reports

COVID-19 Update: Mayor Gere shared current case statistics and vaccination progress for Anacortes, Skagit County and Washington State.

Housing Affordability and Community Services Committee: Mr. Walters reported from the Committee meeting held the previous week. The group met briefly with 42nd legislative district representative Alicia Rule regarding mental health services.

Public Works Committee: Mayor Gere announced that the committee meeting scheduled for earlier in the evening had been cancelled so there was no report.

## Public Comment

Mayor Gere invited the public to comment on any item not on the agenda.

Jeff Graf commented on property value assessments mailed out from Skagit County the same week that the Finance Director had called for a 1% property tax increase for 2022. Mr. Graf questioned the 1% property tax increase since the city was in "sound financial condition." He offered three reasons to reject the tax increase and suggested several specific cost saving measures.

John Delourme expressed a grievance against modified mufflers on vehicles that are very very loud, louder than chain saws, traveling at high speed on O Avenue and Commercial Avenue, particularly at night. The mayor invited him to call her office so staff could respond to the concern.

## Consent Agenda

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

- a. Minutes of October 11, 2021
- b. Approval of claims in the amount of \$1,051,573.25  
The following vouchers/checks were approved for payment:  
EFT numbers: 101447 through 101508, total \$842,064.46  
Check numbers: 101509 through 101525, total \$67,965.62  
Wire transfer numbers: 291788 through 292134, total \$141,084.64
- c. Contract Award: 2022 Janitorial Services #22-004-FAC-001

- d. Assignment, Assumption, and Approval Agreement with Shell Oil and HollyFrontier
- e. Agreement on Sales and Use Tax Revenue between the City and the Anacortes Housing Authority
- f. Interlocal Agreement #21-239-WTR-001 with the Washington State Water/Wastewater Agency Response Network (WAWARN)

## **PUBLIC HEARINGS**

### **Anacortes Community Forest Lands Comprehensive Plan Update**

Parks and Recreation Director Jonn Lunsford and Parks Manager Bob Vaux introduced the packet materials for this agenda item. Mr. Vaux noted the three written comments received on the plan, which had been added to the packet. Staff recommended that addressing eBikes in the forest lands be deferred to a future revision following Forest Advisory Board consideration. Mr. Vaux explained staff's recommendation that Forest Board membership no longer require a member of the Planning Commission. Mr. Vaux described the recommended closure of Trail 132 at the south end of Little Cranberry Lake.

Mayor Gere invited members of the audience to comment on this agenda item.

Steve Charvat applauded the city for protecting the forest lands and maintaining the integrity of the forest for public use.

Brian Wetcher urged Council to move forward to adopt the plan as presented, including the closure of Trail 132 and the language changes proposed by staff.

Asa Deane, Executive Director of the Friends of the Forest, spoke in favor of the plan, but did support updating page 4, paragraph 10, regarding how long FOF has been providing education. He supported closing Trail 132 and supported removing the requirement that one Forest Board member also be a Planning Commission member. Mr. Deane suggested adding language addressing the impacts of climate change on the forest.

Mayor Gere invited Council to deliberate, which it did.

Sara Holahan referenced her written comments that had been submitted for the record and added to the packet materials for the meeting earlier in the day. She asked Council to commit to another plan update in 2022 given that the current proposed update was begun in 2014. Ms. Holahan noted that the Forest Advisory Board is not in the municipal code and should be. She objected to allowing commercial use of the ACFL at the discretion of the Parks Director. Ms. Holahan suggested that the plan needed a lot more work before it was adopted.

Maureen Scheetz expressed concern about allowing commercial activity in the ACFL. She urged taking more time to review and establish the parameters for commercial activity before adopting the plan.

Mr. Lunsford responded to questions about the extremely limited permission for commercial activity in the ACFL in the past.

Sandra Starbuck, Forest Board member, spoke to the extensive public process that resulted in the present draft. She urged adopting the plan now and pursuing another revision in the near future.

Brian Wetcher reminded that comprehensive plan changes can be proposed annually using the regular process.

No one else wishing to address the Council, at 6:41 p.m. Mayor Gere closed the public hearing. She invited staff to bring the plan back to Council the following week for action, revised based on councilmember requests.

**OTHER BUSINESS**

There was no other business.

**Adjournment**

There being no further business, at approximately 6:45 p.m. the Anacortes City Council meeting of October 18, 2021 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 October 25, 2021 City Council meeting:

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

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
292619	6/30/2021	10051	DALTON, OLMSTED & FUGLEVAND	WWTP OUTFALL PRE-DESIGN - JUNE 2021	\$ 33,757.85	pw1
292626	7/13/2021	276019	DUNLAP TOWING COMPANY	2021 FIREWORKS DISPLAY - BARGE TOWING SERVICE	\$ 10,000.00	parks1
289333	8/20/2021	2797328	FOSTER GARVEY PC	SAMISH INDIAN NATION MATTER NO. 89	\$ 1,529.00	legal
292317	8/31/2021	1805	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - AUG 2021	\$ 792.90	pw1
292503	8/31/2021	211008	T-SHIRTS BY DESIGN	T-SHIRTS, SWEAT PANTS/SHIRTS, SHORTS,	\$ 1,403.52	medic
292648	9/1/2021	9322179465	GRAYBAR ELECTRIC COMPANY, INC	OUTSIDE FIBER OPTIC WALLBOXES	\$ 10,206.26	fiber
292644	9/3/2021	5713	ALL PHASE COMM, LLC	SHORETEL SUPPORT AGREEMENT	\$ 609.28	infosys
292645	9/3/2021	5714	ALL PHASE COMM, LLC	SHORETEL SUPPORT AGREEMENT	\$ 731.57	infosys
292647	9/3/2021	5715	ALL PHASE COMM, LLC	SHORETEL SUPPORT AGREEMENT	\$ 1,219.65	infosys
292483	9/10/2021	IN1618835	MUNICIPAL EMERGENCY SERVICES	BACKPACK FOR TACTICAL ARMOR	\$ 137.09	medic
292643	9/21/2021	2021-00021	COMMUNITY ACTION OF SKAGIT CTY	SERVICES TO THE LOW-INCOME RESIDENTS OF CITY OF ANACORTES	\$ 10,000.00	plan
292124	9/23/2021	54995806	INGRAM LIBRARY SERVICES, LLC	ADULT BOOKS	\$ 844.44	publib
292639	9/23/2021	PSWO0143150	N C POWER SYSTEMS CO	2021 CAT ANNUAL GENERATOR TESTING AND SERVICING	\$ 26,850.21	pw1
292625	9/24/2021	INV042450	TRAFFIC SAFETY SUPPLY CO. INC	853 MOBILE READER BOARD REPLACEMENT	\$ 16,972.80	pw1
292636	9/28/2021	1	ANACORTES WATERFRONT ALLIANCE	LEARN TO SAIL PROGRAM	\$ 7,605.00	pkrec
292403	9/29/2021	0274970-IN	REISNER DISTRIBUTOR INC	DIESEL EXHAUST FLUID- SHOP STOCK	\$ 388.64	dshop
292499	9/29/2021	14368	SKAGIT PUBLISHING LLC	PUBLISH AA-149981	\$ 101.50	finance
292496	9/30/2021	66384573	150-PRAXAIR DISTRIBUTION INC	MAINTENANCE SUPPLIES	\$ 292.80	dwwtp
292620	9/30/2021	02-0921ANCTWQAP	CONFLUENCE ENGINEERING GROUP L	WATER QUALITY ASSESSMENT AND PLANNING - SEPTEMBER 2021	\$ 2,486.00	dwwtp
292660	9/30/2021	902173	LAKESIDE EQUIPMENT CORPORATION	INFLUENT PUMP ALIGNMENT	\$ 5,440.00	dwwtp
292492	9/30/2021	IN1627613	MUNICIPAL EMERGENCY SERVICES	5 TACTICAL ARMOR BACKPACKS	\$ 685.44	medic
292318	9/30/2021	1814	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - SEP 2021	\$ 1,492.55	pw1
292649	10/1/2021	30091	COMMERCIAL ALARM & DETECTION	LIBRARY FIRE ALARM MONITORING AGREEMENT	\$ 97.92	pw1
292629	10/1/2021	0174825	GEOENGINEERS, INC.	ON-CALL ENVIRONMENTAL SERVICES CONSULTANT - ANTONE WAY PARCELS	\$ 3,286.90	plan
292605	10/1/2021	9323647644	GRAYBAR ELECTRIC COMPANY, INC	MICRO-DUCT END CAPS	\$ 360.94	fiber
292617	10/1/2021	1660314	RAIN FOR RENT	RENTAL FOR INFLUENT BYPASS PUMPING	\$ 6,454.39	dwwtp

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
292638	10/1/2021	51910	ROBINSON BROTHERS	MUNICIPAL BROADBAND NETWORK - 2021 WESTSIDE BACKBONE EXPANSION	\$ 464,007.97	fiber
292471	10/1/2021	3303	SKAGIT COUNTY SHERIFF'S OFFICE	INMATE MEDICAL FOR PERIOD ENDING 12/25/2021	\$ 14,636.57	apd
292495	10/4/2021	2838381	COLE-PARMER INSTRUMENT CO.	MAINTENANCE SUPPLIES - INCINERATOR	\$ 293.43	dwwtp
292125	10/4/2021	55161567	INGRAM LIBRARY SERVICES, LLC	YOUNG ADULT BOOKS	\$ 738.02	publib
292616	10/4/2021	21-1004	PACIFIC NORTHWEST SCALE	2021 WWTP SOLIDS HANDLING SCALE CALIBRATION	\$ 924.80	dwwtp
292641	10/4/2021	783	POHLI, INC	2021 WTP LAB EQUIPMENT PREVENTATIVE MAINTENANCE	\$ 1,854.31	dwtp
292221	10/4/2021	RefundSarmiento	SARMENTO, GLORIA	CAMPGROUND REFUND SARMENTO	\$ 93.00	parks1
292466	10/4/2021	STS10042021	SIGNATURE TREE SERVICE	TREE REMOVAL- FOREST VIEW LN	\$ 1,468.80	dshop
292223	10/4/2021	211252	T-SHIRTS BY DESIGN	RECREATION VOLUNTEER SUPPLIES	\$ 509.18	pkrec
292220	10/4/2021	RefundWalsh	WALSH, CAROLYN & RICHARD	CAMPGROUND REFUND WALSH	\$ 11.00	parks1
292224	10/4/2021	22001978	WASHINGTON STATE PATROL	SENIOR CENTER BACKGROUND CHECKS 09/21	\$ 66.00	parks1
291993	10/5/2021	6807799	CARDINAL HEALTH 110, INC.	PHARMA: IPRATROPIUM, ADRENALIN,	\$ 387.93	medic
291995	10/5/2021	6807829	CARDINAL HEALTH 110, INC.	PHARMA: ACTIDOSE	\$ 70.60	medic
292627	10/5/2021	1200378868	HDR ENGINEERING, INC	COMBINED SEWER OVERFLOW PUMP STATION DESIGN - 8/29/21-9/25/21	\$ 39,853.35	pw1
292491	10/6/2021	IN1629582	MUNICIPAL EMERGENCY SERVICES	TACTICAL ARMOR ACCESSORIES	\$ 2,989.82	medic
292484	10/6/2021	14769	SKAGIT PUBLISHING LLC	PUBLISH AA-151787	\$ 44.66	finance
292485	10/6/2021	14770	SKAGIT PUBLISHING LLC	PUBLISH AA-151793	\$ 117.74	finance
292486	10/6/2021	14771	SKAGIT PUBLISHING LLC	PUBLISH AA-152819	\$ 125.86	finance
292487	10/6/2021	14772	SKAGIT PUBLISHING LLC	PUBLISH AA-153419	\$ 133.98	finance
292488	10/6/2021	14773	SKAGIT PUBLISHING LLC	PUBLISH AA-153430	\$ 113.68	finance
292603	10/7/2021	9323733956	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE CASES	\$ 3,683.78	fiber
292604	10/7/2021	9323733957	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE CASE	\$ 860.72	fiber
292501	10/7/2021	783134	HASA, INC	CHEMICALS	\$ 6,297.58	dwwtp
292490	10/7/2021	IN1630092	MUNICIPAL EMERGENCY SERVICES	6 TACTICAL ARMOR	\$ 9,217.54	medic
292493	10/7/2021	IN1630072	MUNICIPAL EMERGENCY SERVICES	SCBA ELECTRONICS REPAIR, BATTERY, SENSOR	\$ 193.48	medic
292316	10/7/2021	2484	NORTHWEST CORROSION	WTP ANNUAL CATHODIC PROTECTION SYSTEM CHECKOUTS	\$ 1,300.00	dwtp
292222	10/7/2021	211279	T-SHIRTS BY DESIGN	MT. ERIE RUN SUPPLIES	\$ 257.86	pkrec
292468	10/8/2021	105638	ANACORTES HEARING CENTER	15 STAFF HEARING EXAMS	\$ 525.00	medic
292606	10/8/2021	9323755695	GRAYBAR ELECTRIC COMPANY, INC	MICRO-DUCT COUPLERS	\$ 1,325.18	fiber
292311	10/8/2021	238327	NAPA	REPAIR PARTS #018A	\$ 351.18	dshop
292498	10/8/2021	0275489-IN	REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 563.38	dwwtp
292656	10/8/2021	1st&2nd QTR	SKAGIT COUNTY DISTRICT COURT	1ST & 2ND QTR COMMUNITY COURT 2021	\$ 3,660.54	court

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
292319	10/10/2021	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 10/19-11/18/21	\$ 240.68	finance
292320	10/11/2021	8498 30 017 0464628	COMCAST	WA PARK INTERNET 10/21-11/20/21	\$ 106.16	finance
292494	10/11/2021	WAANA137310	FASTENAL COMPANY	BIN STOCK CABLE TIES	\$ 39.92	dwwtp
292414	10/11/2021	ReimbFlores	FLORES JR, ODILON	WORK BOOTS	\$ 200.00	dwwtp
292607	10/11/2021	9323789162	GRAYBAR ELECTRIC COMPANY, INC	MOUNTING BRACKET FOR SPLICE CASE	\$ 104.42	fiber
292219	10/11/2021	1893496	MILES SAND & GRAVEL CO.	5/8" CRUSHED ROCK- STREET DEPT	\$ 183.87	dshop
292225	10/11/2021	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 09/03-10/05/21	\$ 3,921.23	parks1
292324	10/11/2021	300000290027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 9/4-10/5/21	\$ 3,552.58	dwwtp
292502	10/11/2021	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 9/4-10/5/21	\$ 1,102.21	medic
292611	10/11/2021	300000300008	PUGET SOUND ENERGY INC	PUMP STATIONS 9/4-10/5/21	\$ 3,402.26	dwwtp
292473	10/11/2021	649166	SAN DIEGO POLICE EQUIP CO INC	TRAINING AMMO	\$ 1,909.33	apd
292474	10/11/2021	649161	SAN DIEGO POLICE EQUIP CO INC	DUTY AMMO	\$ 587.15	apd
292655	10/11/2021	3rd QTR PROBATION	SKAGIT COUNTY DISTRICT COURT	3RD QTR PROBATION SERVICES	\$ 4,750.00	court
292614	10/11/2021	1001	SKAGIT COUNTY PUBLIC HEALTH	COMMUNITY SERVICES AT THE ANACORTES SENIOR ACTIVITY CENTER	\$ 9,550.00	parks1
292315	10/11/2021	2021-1564	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - SEP 2021	\$ 1,000.00	plan
292621	10/12/2021	1411-Y07	BLYTHE PLUMBING & HEATING, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2021 - PUBLIC SAFETY BUILDING	\$ 1,308.84	pw1
292622	10/12/2021	1418-Y07	BLYTHE PLUMBING & HEATING, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2021 - FIRE STATION II	\$ 211.07	pw1
292623	10/12/2021	1413-Y07	BLYTHE PLUMBING & HEATING, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2021 - SENIOR CENTER	\$ 703.94	pw1
292313	10/12/2021	WAANA137195	FASTENAL COMPANY	3/8 16 X 3 GALV FASTENERS	\$ 23.93	dshop
292405	10/12/2021	1039030	FERGUSON ENTERPRISES, INC	CONNECTORS FOR CL17 FLOWMETERS	\$ 60.33	dwwtp
292609	10/12/2021	019497240	GALLS, LLC.	UNIFORM PANTS; OFC WILSON	\$ 73.98	apd
292633	10/12/2021	9083418237	GRAINGER	WEDGES 6"	\$ 79.05	dwwtp
292314	10/12/2021	1893854	MILES SAND & GRAVEL CO.	5/8" CRUSHED ROCK	\$ 551.61	dshop
292312	10/12/2021	238743	NAPA	12 MXTXREEL, HOSE FITTINGS	\$ 149.80	dshop
292408	10/12/2021	238754	NAPA	WINDSHIELD WIPERS- #018	\$ 47.50	dshop
292653	10/12/2021	4th QTR 2021	SKAGIT COUNTY DISTRICT COURT	4TH QTR JUDICIAL SERVICES	\$ 19,473.50	court
292608	10/12/2021	331 0599052	UNIFIRST CORPORATION	UNIFORM LAUNDRY - FIBER	\$ 47.73	fiber
292659	10/13/2021	820070	CASCADE COLUMBIA DISTRIBUTION	SODIUM FLUORIDE 2 PALLETS, 88 BAGS	\$ 5,640.80	dwwtp
292506	10/13/2021	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 9/14 -10/12/21	\$ 25.51	medic

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
292618	10/13/2021	INV-2021064	CRALEY GROUP LIMITED	SENSING PERMASENSE LEAK MONITORING/ASSET SECURITY SYSTEM - 30% DEPOSIT	\$ 110,091.00	pw1
292497	10/13/2021	INV696174	DAY WIRELESS SYSTEMS INC	10 RADIO BATTERIES	\$ 1,992.24	medic
292401	10/13/2021	1039171	FERGUSON ENTERPRISES, INC	METER- 2 OMNI+ R2 100CF AMR 10LL	\$ 729.43	wdist
292404	10/13/2021	238840	NAPA	HYDRAULIC HOSE FITTINGS- #876	\$ 486.53	dshop
292406	10/13/2021	238825	NAPA	ADAPTERS- #876	\$ 16.29	dshop
292407	10/13/2021	238810	NAPA	LIGHT BULB- #220	\$ 4.92	dshop
292409	10/13/2021	238816	NAPA	OIL DRY- SHOP	\$ 49.13	dshop
292321	10/13/2021	105510588	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 10/1-10/31/21	\$ 378.35	finance
292226	10/13/2021	E 202110130067	SIMPLIFILE, LC	WYNN TRAIL EASEMENT	\$ 219.38	parks1
292489	10/13/2021	14888	SKAGIT PUBLISHING LLC	PUBLISH AA-155070	\$ 190.82	finance
292504	10/13/2021	211351463	SURETY PEST CONTROL	STA 2 SERVICE: OCTOBER	\$ 52.22	medic
292635	10/14/2021	Pay App 1	DOOLITTLE CONSTRUCTION	SLURRY 2021	\$ 190,194.90	pw1
292610	10/14/2021	1035353	FERGUSON ENTERPRISES, INC	1.5 OMNI+T2 100CF AMR	\$ 2,100.67	wdist
292658	10/14/2021	783224	HASA, INC	SODIUM HYPOCHLORITE	\$ 4,045.30	dwtp
292613	10/14/2021	1894434	MILES SAND & GRAVEL CO.	5/8" CRUSHED ROCK- STREET DEPT	\$ 169.72	dshop
292410	10/14/2021	238931	NAPA	HYDRAULIC FILTER- #406	\$ 56.78	dshop
292411	10/14/2021	239021	NAPA	MISC OIL FILTERS- STOCK	\$ 312.58	dshop
292476	10/14/2021	3296	SKAGIT COUNTY SHERIFF'S OFFICE	NW MINI CHAIN 2ND QTR 2021	\$ 3,039.10	apd
292477	10/14/2021	3299	SKAGIT COUNTY SHERIFF'S OFFICE	NW MINI CHAIN 3RD QTR 2021	\$ 524.29	apd
292322	10/14/2021	460509	SKIDMORE PHARMACY INC.	SEP & OCT PHARMACY COPAYS,LEOFF1 RETIREE	\$ 50.00	hr
292470	10/14/2021	ReimbSwan	SWAN, SHARON	PER DIEM FOR WFC CONFERENCE	\$ 41.00	medic
292651	10/14/2021	28592A	US CRANE & HOIST, INC.	2021 WTP OVERHEAD CRANES INSPECTION	\$ 3,160.06	dwtp
292652	10/14/2021	28592B	US CRANE & HOIST, INC.	2021 WWTP OVERHEAD CRANES INSPECTION	\$ 1,128.80	dwwtp
292464	10/14/2021	759927	USA BLUE BOOK	TITRAVER EDTA HARDNESS SOLUTIONS	\$ 102.50	dwtp
292465	10/14/2021	760155	USA BLUE BOOK	LAB SUPPLIES	\$ 1,177.91	dwtp
292399	10/14/2021	114378	WALTON BEVERAGE COMPANY, INC	OPS BREAKROOM SUPPLIES	\$ 180.25	dshop
292400	10/14/2021	114379	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 52.00	dwtp
292463	10/14/2021	114377	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 106.50	medic
292505	10/15/2021	AN 872513	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 80.76	medic
292402	10/15/2021	ReimbMackay	MACKAY, ROBERT	TRAVEL EXPENSE REIMBURSEMENT - ROBERT MK	\$ 56.60	dwtp
292507	10/15/2021	23284589	TIREHUB, LLC	TIRES- SHOP STOCK	\$ 4,700.04	dshop
292602	10/15/2021	23284686	TIREHUB, LLC	TIRES- SHOP STOCK	\$ 743.11	dshop
292632	10/18/2021	9090380321	GRAINGER	MAINTENANCE SUPPLIES	\$ 529.25	dwwtp
292640	10/18/2021	12696257	HACH COMPANY	OPERATING SUPPLIES	\$ 2,550.93	dwwtp



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292661	10/18/2021	12695822	HACH COMPANY	FILTER TURB VIAL WIPERS	\$ 69.62	dwtp
292472	10/18/2021	PW02012	N C POWER SYSTEMS CO	GENERATOR REPAIR	\$ 3,576.65	dwtp
292657	10/19/2021	6849954	CARDINAL HEALTH 110, INC.	PHARMA: ONDANSETRON, DILTIAZEM, ACCU-CHEK	\$ 373.50	medic
292663	10/19/2021	21-055-FAC-0011	ISLAND SASH & DOOR, INC.	RETAINAGE RELEASE	\$ 1,890.60	pw1
292650	10/19/2021	38189	PACIFIC SECURITY	SECURITY DETAIL - SEPTEMBER 2021	\$ 743.75	court
292624	10/19/2021	R53206787	YOURMEMBERSHIP.COM, INC.	JOB POSTING ANNOUNCEMENT, ASSOCIATE ENVIRONMENTAL PLANNER	\$ 299.00	hr

**Total** **\$1,095,737.47**



## City Council Agenda Bill

**Meeting Date:** October 25, 2021 **Agenda Item:** 6.c.

**Agenda Item Title:** Interlocal Agreement #21-249-LIB-001 with Skagit County for 2021 Library Materials Funding

**Staff Contact(s):** JEFF VOGEL

**Approved for Submittal to Council by** **Action Type**  
TIFFANY MATSON Contract Award

**Item Summary:** City staff seeks City Council consent to enter into an interlocal agreement with Skagit County to receive funding which will assist in providing library materials to the residents of unincorporated Skagit County.

**Background:** For more than 20 years Skagit County has made funding available to help cover a portion of the cost of providing services to non-resident users of the Anacortes Public Library. This interlocal agreement allows for this practice to continue.

**Key Terms:**

- The term of this Agreement shall be from execution through December 31, 2021.
- The County will provide the City a total sum of \$15,771.
- Funds distributed to the City must be used to purchase materials for circulation that will benefit non-resident library users.

**Budget Impact:**

Receipt of \$15,771.

**Previous Action:** N/A

**Recommended Motion:** I move that City Council authorize the Mayor to execute the Interlocal Cooperation Agreement 21-249-LIB-001 between City of Anacortes and Skagit County for the funding of Library Materials.

**Alternative Actions:** Not approve the interlocal.

**Attachments (listed in order presented):**

1. 21-249-LIB-001

**INTERLOCAL COOPERATIVE AGREEMENT  
FOR  
LIBRARY MATERIALS**

This Interlocal Cooperative Agreement for Library Materials is entered into between Skagit County, hereinafter referred to as the “County”, and the City of Anacortes, hereinafter referred to as the “City” pursuant to RCW 39.34.

This Agreement is based upon the following facts and circumstances:

- The County does not, nor is it required by statute to provide general library services to the residents residing in unincorporated Skagit County.
- Historically, the City has provided library access to residents and nonresidents alike.
- Non-residents are required to pay a fee for library access.
- Due to increasing competition for funding and increasing library usage, the City is having difficulty providing access to residents and non-residents.
- The County, in 2021, has made funding available for a portion of the costs to provide for the purchase of materials for use by resident and non-resident users of libraries located within the City.

In consideration of the facts listed above, the parties agree as follows:

1. During 2021 the County will provide the City a total sum of \$15,771 to assist in providing library materials to the residents of unincorporated Skagit County. The sum will be distributed to the City based upon the library book, audio, film, video and subscription collection and circulation of each municipal library.
2. None of the County funds received by the City may be used to supplant funding that the City would otherwise provide for library services.
  - 2.1 The City must provide documentation that non-resident library users pay at least \$10 per library card.
  - 2.2 Funds distributed to the City must be used to purchase materials for circulation that will benefit non-resident library users.
3. It is agreed that any portion not used for its intended purpose will be returned to the County within a reasonable time period after the close of the fiscal year.
4. All assets acquired as a result of this funding will become the property of the City. The City will be responsible for all aspects of library operation.

5. No Partnership or Joint Venture: No partnership and/or joint venture exist between the Parties, and no partnership and/or venture is created by and between the Parties by virtue of this Agreement. No agent, employee, contractor, subcontractor, consultant, volunteer, and/or other representative of the parties shall be deemed an agent, employee, contractor, subcontractor, consultant, volunteer, or other representative of the other Party.
6. Administration: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under or greater than this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.
  - 6.1 The County's representative shall be the Budget and Finance Director.
  - 6.2 The City's representative shall be the Library Director.
7. Indemnification: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agree to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.
8. Changes, Modifications, Amendments and Waivers: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.
9. Severability: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.
10. Entire Agreement: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.
11. The term of this agreement is the date of execution through December 31, 2021.

**CITY OF ANACORTES**

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Laurie Gere, Mayor

ATTEST:

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Clerk, City of Anacortes

APPROVED AS TO FORM:

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Attorney, City of Anacortes

DATED this \_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Lisa Janicki, Chair

\_\_\_\_\_  
Peter Browning, Commissioner

\_\_\_\_\_  
Ron Wesen, Commissioner

Attest:

\_\_\_\_\_  
Clerk of the Board

For contracts under \$5,000:  
Authorization per Resolution R20030146

Recommended:

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Department Head

Approved as to form:

\_\_\_\_\_  
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

\_\_\_\_\_  
Risk Manager

Approved as to budget:

\_\_\_\_\_  
Budget & Finance Director



# City Council Agenda Bill

**Meeting Date:** October 25, 2021 **Agenda Item:** 7.a.

**Agenda Item Title:** Review of 2022 Budget - Public Works Department

**Staff Contact(s):** STEVE HOGLUND

**Approved for Submittal to Council by** **Action Type**  
STEVE HOGLUND Discussion

**Item Summary:** The Public Works department makes up the majority of the City budget, which includes 8 funds, and in the 2022 initial draft, \$66.1M in budget. The draft budget documents are available on the City website at <https://www.anacorteswa.gov/827/Budget>.

The capital projects budgeted for 2022 herein are consistent with the City's draft CFP for 2022-2027 as reviewed during the October 4 Council Meeting of CFP Public Works projects.

**Budget Impact:**  
66.1M, or 61% of the total 108.8M initial draft budget.

**Previous Action:** Mayor's budget [message](#) on [October 4, 2021](#)  
2022-2027 CFP Public Works projects review on [October 4, 2021](#)  
2022-2027 CFP Governmental Activities projects review on [October 11, 2021](#)  
Public Hearing on Budgeted Revenue Sources, including a proposed 1% Property Tax Increase, [October 11, 2021](#)

**Recommended Motion:** NA

**Alternative Actions:** NA

**Attachments (listed in order presented):**

1. PW Budget Order 10.25.21
2. Summary worksheet and trend 10.25.21



## October 25 Council review of Public Works Budgets

Department Head	Department:	Fund #
Fred Buckenmeyer	Engineering	001.712
	Facilities	001.713
	Conservation	001.714
	Transportation	
	St Maint	104
	Rd Const	105
	Utilities	
	Water	401
	Waste Water	440
	Storm	445
	Solid Waste	450
ERR	501	

Dept	Department	2022 Draft	2021 Adopted	2020 Adopted	2019 Adopted	2018 Adopted	2017 Adopted
110	Legislative	309,215	310,476	255,320	278,083	274,129	246,342
120	Executive	207,798	199,949	217,390	200,071	210,739	203,810
130	Judicial	813,598	790,847	767,128	705,998	654,462	640,698
210	Finance	781,151	745,878	769,410	728,353	1,058,320	799,681
220	Data Processing	1,746,779	1,210,933	1,159,361	933,942	762,156	644,356
230	HR	472,746	370,136	607,437	669,703	597,216	564,244
240	Planning	1,588,233	1,592,181	1,758,427	1,569,171	1,205,873	1,218,277
250	Legal	577,517	476,011	502,676	458,538	442,855	379,257
260	Fiber	11,292,270	3,911,632	2,423,623	1,558,684		
310	Police	6,863,392	6,194,150	6,390,298	6,228,298	5,782,733	5,658,532
320	Medic/Fire	3,608,793	2,381,545	2,638,834	2,477,252	2,080,966	2,137,781
450	Museum	512,172	372,066	395,968	369,067	340,883	333,554
712	Engineering	117,779	61,772	94,143	100,690	65,474	63,729
713	Facilities	890,136	758,178	732,100	1,026,240	827,778	962,788
714	Resource Conserv.	39,368	39,019	48,374	33,404	237,643	146,235
Fund		29,820,947	19,414,776	18,760,489	17,337,496	14,541,227	13,999,284
001	GENERAL FUND	29,820,947	19,414,776	18,760,489	17,337,496	14,541,227	13,999,284
101	PARKS & RECREATION FUND	2,228,614	2,099,969	2,199,753	1,785,734	1,682,869	1,658,199
102	GRANDVIEW CEMETERY FUND	249,947	249,444	271,209	262,661	255,831	221,125
103	PUBLIC LIBRARY FUND	1,667,493	1,624,519	1,540,457	1,512,030	1,400,627	1,397,138
104	STREET MAINTENANCE FUND	3,079,526	1,964,330	3,024,953	2,952,088	2,180,171	2,184,013
105	ARTERIAL STREET CONSTRUCTION	1,656,500	1,732,836	508,650	530,860	467,975	654,177
106	ANACORTES TBD#1	-	1,130,103	1,164,826	1,136,431	299,056	299,056
107	WASHINGTON PARK FUND	246,332	277,587	292,876	311,048	258,847	262,603
108	PARKS CAPITAL IMPROVEMENT	870,000	700,000	750,000	2,870,000	125,000	115,000
109	AFFORDABLE HOUSING	655,463	565,052				
110	AMBULANCE SERVICE FUND	4,939,396	3,921,079	3,917,995	3,745,631	3,364,734	3,226,474
112	DEVELOPMENT IMPACT FEE	-	550,000	250,000	160,000		
113	ACFL MANAGEMENT FUND	56,426	54,899	51,046	36,279	28,813	27,866
135	TOURISM FUND	490,328	379,779	353,492	325,676	345,767	290,812
2xx	DEBT SERVICE				502,200	771,420	762,790
335	REET	2,454,750	932,500	1,355,951	1,180,863	1,839,556	1,434,890
401	WATER FUND	20,454,087	20,972,805	39,470,912	15,360,581	21,598,395	16,496,320
440	SEWER FUND	30,072,921	7,578,414	7,060,543	7,274,309	5,581,404	8,399,035
445	STORM DRAINAGE FUND	1,602,469	1,661,311	1,919,959	1,477,473	1,106,474	1,627,765
450	SANITATION FUND	5,364,098	4,779,582	3,760,829	3,657,518	3,304,557	3,432,267
501	EQUIPMENT RENTAL FUND	2,881,324	2,640,122	1,986,126	2,517,893	1,915,366	1,827,819
611	FIREMEN'S PENSION FUND	46,257	44,931	29,467	29,264	34,000	34,000
	Total	108,836,878	73,274,038	88,669,534	64,966,034	61,102,089	58,350,631

**Salient budget items for 2022:**

Fiber capital increased by \$6.7M over 2021 levels

Ladder truck in Fire budget for \$1.5M

Re-established ERR replacment at 50% (from 0% in 2021, enacted during Covid budget)

Respread staff costs between Fire and EMS (shifted +/- \$475,000 from 001 Fire to 110 EMS)

Fund 106 TBD posts directly to fund 104, eliminating double budget affect of \$1.1M

Sewer fund includes \$20M outfall capital project