

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



Anacortes City Council

**Municipal Building Council Chambers
904 Sixth Street**

**November 3, 2014
7:00 p.m.**

PRELIMINARY AGENDA

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Hearings**
4. **Mayor/Council Communication and Committee Reports**
 - a. WWTP Lab Analyst of the Year Award: Becky Fox
 - b. Public Works Accreditation Report
 - c. Solid Waste Holiday Schedule
5. **Consent Agenda (Action)**
 - a. Minutes of [October 20, 2014](#) and [October 27, 2014](#)
 - b. [Vouchers](#)
 - c. [Ordinance 2939: Amending Chapter 10.08 AMC](#)
6. **Unfinished Business**
 - a. * Washington Survey Rating Bureau Presentation (Discussion)
 - b. * [Public Hearing: 2015 Budget](#) (Discussion)
 - c. [Council Discussion of 2015 Budget](#) (Discussion)
7. **New Business**

Per Resolution 1867, citizens wishing to comment on items not on the agenda may do so under the Citizen Hearings 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.*

If reasonable accommodation of a disability is needed please contact Cherri Kahns at 299-1950 at least 48 hours prior to this meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning November 10, 2014

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.

STUDY SESSION

November 10, 2014

Council Discussion of 2015 Budget

REGULAR MEETING

November 17, 2014

Ordinance ____: Adopting the Budget for All Municipal Purposes and Uses for the Year 2015 (Action)

Resolution 1904: Setting the City's Year 2015 Property Tax Regular Levy Increase (Action)

2015 Prosecutor Contract for Services (Discussion/Possible Action)

STUDY SESSION

November 24, 2014

Water Utility Discussion

Broadband Discussion

REGULAR MEETING

December 1, 2014

Ordinance 2936: Adopting Amended Capital Facilities Plan 2015-2020 (Action)

Exercise Grant of Option Udd Property

STUDY SESSION

December 8, 2014

W.W.U. - Shannon Point Marine Research Center Presentation

REGULAR MEETING

December 15, 2014

STUDY SESSION

December 22, 2014

REGULAR MEETING

January 5, 2015

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

Planning, Monday, Nov 3, 2014, 5:45 PM, Main Floor Conference Room (Parks Office)

Finance, Wednesday, Nov 5, 2014, 5:00 PM, Main Floor Conference Room (Parks Office)

Finance, Wednesday, Nov 12, 2014, 5:00 PM, Main Floor Conference Room (Parks Office)

Parks & Recreation, Monday, Nov 17, 2014, 5:45 PM, Main Floor Conference Room (Parks Office)

Traffic Safety, Tuesday, Nov 18, 2014, 9:00 AM, City Council Chambers

Finance, Wednesday, Nov 19, 2014, 5:00 PM, Main Floor Conference Room (Parks Office)

Public Works, Monday, Nov 24, 2014, 5:45 PM, Main Floor Conference Room (Parks Office)

City Council Minutes – October 20, 2014

At 7:00 p.m. Mayor Laurie Gere called the regularly scheduled Anacortes City Council meeting of October 20, 2014 to order. Roll call found present: Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller. The assembly joined in the Pledge of Allegiance.

Citizen Hearings

No one present wished to speak.

Mayor/Council Communication and Committee Reports

Ms. Pickett reported from the Port/City Liaison Committee on the Port's recently awarded Department of Ecology Integrated Planning Grant for the Quiet Cove boatyard at 2nd Street and O Avenue, its proposed event center at 9th Street and Q Avenue, the north basin improvements, the Pier 2 noise monitoring results, and Commissioner Short's suggestion for a volunteer-staffed doggy daycare during special events in town to minimize the number of dogs in the crowd.

Mayor Gere reported that the Chamber of Commerce Beautification Committee met with City staff earlier in the day to discuss how the City, the Port and the Chamber could cooperate to sustain and possibly expand features historically maintained by the Chamber such as the downtown planters, banners, and seasonal tree lighting. Mayor Gere said the discussions would continue and commended the Chamber for its service to the community.

Consent Agenda

Ms. Pickett removed the minutes of October 6, 2014 from the Consent Agenda.

Mr. Adams moved, seconded by Mr. Johnson, to approve the following Consent Agenda items. Vote: Ayes – Walters, Pickett, Adams, Lovelett, Archibald, Miller and Johnson. Motion carried.

Approval of Vouchers/Cancellation of Checks

Council voted unanimously that the following vouchers/checks audited and certified by the City's Auditing Officer (Finance Director) and subsequently reviewed and approved by the Council Finance Committee on October 8, 2014 and October 15, 2014 are approved for payment as of October 20, 2014.

Claims

Check Numbers 74028 through 74173 in the total amount of \$338,295.48
EFT Number 74027 in the total amount of \$93.60

Pre-Written Claims

Check Numbers 74023 through 74026 in the total amount of \$105,553.41

Payroll for October 20, 2014 in the total amount of \$731,602.29

Check Numbers 40004 through 40028 in the total amount of \$20,471.37
Direct Deposit Numbers from 55992 through 56191 in the total amount of \$355,401.53
EFT Numbers from 1724 through 1730 in the total amount of \$355,729.39

Cancelled Checks

Check Number 68158 in the amount of \$18.00
Check Number 70331 in the amount of \$9.00

In the same motion Council:

- approved the minutes of October 13, 2014 as if read;
- accepted as complete the City Hall Exterior Painting contract with H.S. Wold; and
- accepted as complete the Operations Vehicle Wash Station contract with Chad Fisher.

Ms. Pickett corrected page 3 of the October 6, 2014 minutes to reflect that prior to the discussion of the Community Solar Project Lease Agreement she left the room, not just the dais. Ms. Pickett moved, seconded by Mr. Johnson, to approve the minutes of October 6, 2014 as corrected. Vote: Ayes – Pickett, Adams, Lovelett, Archibald, Miller, Johnson and Walters. Motion carried.

UNFINISHED BUSINESS

Willette Business Park Consultant Update

Planning Director Don Measamer summarized the improvements installed at the City's Willette Business Park property at SR20, Old Brook Lane and South Fidalgo Bay Road. He advised that the utilities had been designed to also serve the City's 30-acre site directly west of the 9-lot Willette site. Mr. Measamer referred to the Highest and Best Use Analysis for the site prepared by the City's consultant, Walt Meagher, which was included in the Council packet. Mr. Meagher's report recommended that multi-family residential may be the best use for the site. Mr. Measamer summarized challenges of the site including access routes and steep grades requiring tall retaining walls to create level building pads. He reported that the City has done no analysis or master planning for the City's 30 acres to the west of the Willette site. Mr. Measamer advised that Mr. Meagher was present to answer questions from Council and requested Council discussion and direction as to whether to expand study to the adjacent 30-acre site.

Mr. Meagher said his analysis was based on his 37 years of experience in the land development field. He summarized the findings in his report that the site would not be ideal for industrial uses, office uses or retail. He recommended fitting a project to the topography of the site rather than altering the topography to fit a project. He referenced the Maddox Creek residential development in Mt. Vernon that was built on similar land with very high densities. Mr. Meagher said there is not much market for leased industrial land and that only flat land is really desirable for industrial purposes. He noted that it is nice land with a nice view but will be expensive to develop.

Mr. Johnson asked if setting aside some of the land for Habitat for Humanity or Home Trust of Skagit would run afoul of gifting of public funds. City Attorney Brad Furlong advised that the City could work with an agency to facilitate that type of development. Mr. Archibald asked how many residences could be built on the site. Mr. Measamer said that would depend on the density Council sets through zoning. He added that the City's interlocal agreement with the Skagit Home Consortium could provide for cooperatively establishing some affordable housing. Mayor Gere noted that though residential development was not the initial vision for the site the City may well need more residential land to accommodate the projected 5-6K increase in population in the next 20 years. Mr. Walters encouraged his colleagues to look at the Maddox Creek development in Mount Vernon. He discouraged single family residential on the site which could look like sprawl. Mr. Meagher noted that there are waiting lists for assisted living and Alzheimer's care facilities and that may be a growing demand. He discussed with councilmembers the possibility of leasing land to private social housing developers and incentives that might attract them. Mr. Walters encouraged maintaining a mix of housing types and styles to avoid creating "the projects on the edge of town." Mr. Meagher suggested measuring the market demand and also undertaking land use planning for the entire hillside including the adjacent 30 acres to ensure compatible uses in the area. Mr. Archibald suggested taking the idea back to the CAC for examination of what types of residential uses might best suit the site. Mr. Furlong suggested that the City could also specify a development plan for the land and then sell the land to a private purchaser with the plan imposed on it and use the proceeds to purchase or augment other properties more centrally located in Anacortes to promote economic development. Ms. Lovelett observed that the land would need a lot of additional infrastructure regardless of its eventual use, particularly access. She threw out the idea of building a disc golf course, a zip line and/or high ropes course to get some short term use out of the property without huge additional investment and without permanently reconfiguring the property. Mr. Walters added that the land could be held in reserve for future development and that the No Action alternative should always be one of those considered. He suggested opening a public comment period to solicit ideas. Mr. Walters encouraged undertaking the critical areas survey and flagging, not fencing, such areas and also taking ambient noise readings to provide additional data for the CAC to consider. Ms. Pickett asked if there was any way to construct additional access to the northwest not on SR20. Mr. Measamer said there was no right of way there.

Mr. Measamer summarized that Council would like a critical areas survey of the nine lots and the adjacent 30 acres, that it would like noise level readings, and that it would like to have CAC brainstorm options for the entire area. Mr. Adams requested an estimate of the selling cost of the land. Mr. Meagher said that would depend on the results of the critical areas survey and how much buildable land was there. Mr.

Miller noted that the zoning of the property would also affect its value. Mr. Meagher said it would also be helpful to clear the brush to determine the grade and views on the site.

Mayor Gere invited the public to comment on the topic. No one present wished to speak.

Mr. Measamer confirmed that he would pursue a critical areas report for the entire site and would come back to Council for funding approval for that effort. He estimated the cost would be \$4-6K.

NEW BUSINESS

Resolution 1901: Tourism Promotion Fund Contracts

Mr. Measamer presented the Tourism Committee's recommendation for Tourism Fund contracts for 2015 and draft Resolution 1901 authorizing those contracts. He reported that the Committee planned to meet at least quarterly in the future to review progress on the contracts and brainstorm ideas for the year ahead. Mr. Archibald, who chairs the Tourism Committee, reported that the Committee would like to have further discussion with the Chamber of Commerce about its applications for Tourism funding for the International Ferry Marketing Program and the Visitor Information Center. He suggested that those two contracts could be removed from Resolution 1901 pending further discussion and refinement of the contract terms, then brought back to Council for action at a future meeting.

In response to a question from Ms. Lovelett, Finance Director Steve Hogle explained that the City's Tourism Fund application requires a 20% match from each applicant but that some applicants supply a much greater percentage of funding from other sources. In response to a question from Mr. Miller, Mr. Hogle advised that the Tourism Fund has cash reserves built up from prior years to cover any unexpected shortfall in the hotel/motel tax revenue that funds the program.

Mayor Gere began reviewing the list of recommended Tourism Promotion Fund contracts. Regarding the Chamber of Commerce International Ferry Marketing Program, which the Committee recommended funding at \$120,000, Mr. Archibald advised that the Committee wanted to develop a more detailed scope of work for that contract. Ms. Lovelett asked the Chamber to advise what the funds were being used for and how they were measuring the effectiveness of the funds. Mr. Johnson added that the contract should state what its deliverables are and asked about overlap between the International Ferry Marketing Program and the Visitor Information Center. Mr. Walters, a member of the Tourism Committee, requested scopes of work for all the recommended Tourism Fund contracts and reiterated his objections to the form of the contracts. Mayor Gere clarified that the Tourism Committee was provided full information from each applicant including a scope of work. She observed that historically Council had approved the Tourism Committee recommendations without the same detailed review performed by the Committee and said Council was certainly welcome to alter that practice moving forward.

Mayor Gere invited Stephanie Hamilton, Executive Director of the Anacortes Chamber of Commerce, to elaborate on the Chamber's International Ferry Marketing Program. Ms. Hamilton explained that the program promotes both the Sydney ferry run and Anacortes as a destination. She recapped highlights from her recent presentations to Council and to the Tourism Committee laying out how the Chamber's Marketing and Promotions Division stewards the Tourism Funds. She reported how the Division attempts to measure the effectiveness of its promotions.

Mr. Walters asked why the Tourism Committee recommendation was for a lower amount than what the Chamber requested for the International Ferry Marketing Program. Mr. Archibald said the Committee recommended funding the entire application except \$5,000 for technology, \$12,000 for the website, and \$7,500 for the electric vehicle charging station. He reported discussion in the Committee about possibly developing a website separate from the Chamber website to represent all Anacortes businesses. He reiterated that the Committee wanted to continue discussions with the Chamber and asked what questions councilmembers might have for the Committee to address with the Chamber. Mayor Gere reported that the Committee also recognized that the Chamber has been carrying the load of advertising the community and that it was important to maintain historical levels of funding in the current funding cycle. Ms. Hamilton said the Chamber Board would be focusing on tourism and destination marketing in

the year ahead and that she looked forward to continued discussions. Mr. Adams, Tourism Committee member, added that the Committee wanted to get more engaged to work in a team environment with the Chamber, meet more often, and work more closely with the entities that are funded.

Mr. Walters repeated that the contract amount proposed for the International Ferry Marketing Program was not supported by the packet materials and said he could not vote for contracts that did not have clear amounts and scopes of work. Mayor Gere advised that the requested information would be provided. Mr. Miller disagreed with Mr. Walters, said the program had worked successfully for quite some time and said the contracts were reasonable. Mr. Archibald reiterated that the Tourism Committee wanted more discussion with the Chamber to arrive at a mutually agreeable scope of work but that the level of funding was not in question.

Ms. Pickett said the City gets a lot for the money it awards to the Chamber and noted that it provides full time help all week to greet visitors and promote Anacortes. She indicated she was satisfied with the Tourism Committee's recommendation and with the Chamber's historical performance. **Ms. Pickett moved, seconded by Mr. Miller, to approve Resolution 1901 and all the tourism contracts listed therein as recommended by the Tourism Committee.**

Mayor Gere invited members of the public to comment.

Pat Barrett, 11987 Marine Drive, of Barrett Financial said he had long questioned using public money for a private organization's marketing, specifically for the Chamber of Commerce Visitor Information Center (VIC). Mr. Barrett said he is an active member of the Chamber of Commerce and supports its work but that the Chamber's VIC does not allow non-members to use its services without paying a fee and that most of the City of Anacortes Tourism Funding used by the VIC pretty much exclusively serves Chamber of Commerce members. He said if public funds are going to be used to fund a tourism information facility, all business owners in the community should be able to use that facility without having to pay an additional fee.

Frank Spargo, 1408 11th Street, supported spending the money and said it was needed. He said he was concerned that information had not been provided to the public in advance of the meeting, specifically the Attachment A for each proposed contract. He said he was also concerned about the lack of discussion of likely outcomes of the tourism activities funded by the program. He observed that lots of organizations do research and market surveys to measure the effectiveness of their advertising dollars but the Chamber of Commerce does not. He asked to know more about how effective the \$200,000 awarded to the Chamber of Commerce is. Mayor Gere suggested that the Tourism Committee could address Mr. Spargo's suggestion.

Ms. Hamilton responded to Mr. Barrett's and Mr. Archibald's concerns by observing that the Chamber is not member exclusive, it is member preferred, and that Chamber of Commerce members provide about \$68,000 of in kind and matching funds for the VIC. She explained that Chamber members provide a great deal of information to the VIC staff and funding for the organization but welcomed continued discussions with the Committee about alternative sources of information.

Ms. Lovelett observed that most of the matching funds for the VIC application are unpaid volunteer hours, not hard costs. Ms. Hamilton observed that the Chamber owns its building and doesn't charge any rent to the VIC, which is not counted as part of the match. Ms. Lovelett agreed with Mr. Barrett that if public funds were being used for the VIC there should be a broader representation of all businesses in the community rather than just Chamber members. She said she was exploring development of a comprehensive app to serve potential visitors, a centralized database representing all community businesses with GPS and mobile push to publicize events.

Mr. Adams said the Tourism Committee was wanting to pull the Chamber contracts off the table to allow further discussion with the Chamber and then bring those back after the contract terms had been clarified. **Mr. Adams moved, seconded by Mr. Walters, to amend the motion to pull the International Ferry**

Marketing Program and the Visitor Information Center off and have those brought back to Council after the Tourism Committee had further discussions with the Chamber of Commerce.

Mr. Walters supported the amendment, asked to have the amount of the International Ferry Marketing Program corrected, and asked to have the Visitor Information Center contract revised to address comments made earlier in the evening. Mr. Miller said he did not support the amendment and suggested having any questions about the Chamber of Commerce contracts answered by Chamber staff who were present for the meeting. Mr. Archibald said again that the Tourism Committee wanted time for further discussion with the Chamber about potential changes to its contracts and agreed that Resolution 1901 should be amended to allow for those discussions. Mr. Johnson supported allowing time for continued discussion between the Committee and the Chamber. Ms. Hamilton invited councilmembers to the November 3, 2014 planning meeting of the Chamber's Marketing and Promotions Division.

Vote on amendment: Ayes – Adams, Archibald, Walters and Pickett. Nays – Lovelett, Miller and Johnson. Motion carried.

Vote on amended motion: Ayes – Lovelett, Archibald, Miller, Johnson, Pickett and Adams. Nays - Walters. Motion carried.

Contract Award: Completion of the WWTP Controls System Upgrade Project

Public Works Director Fred Buckenmeyer requested Council approval of a contract with Quality Controls Corporation (QCC) for the final phase of the Wastewater Treatment Plant controls system upgrade. He reviewed the multi-year phased project and advised that sufficient funding remained available in the 2014 budget to cover the cost. He recommended awarding the contract to QCC in the amount of \$250,585.24. Ms. Lovelett asked what the entire cost of the multi-year project had been. Mr. Buckenmeyer said he would provide that. Ms. Lovelett asked how that investment was going to result in labor savings. Mr. Buckenmeyer explained that the controls system is what allows the plant to operate 24/7 without full time staffing and allows the 23 distributed pump stations to operate without being monitored in person, all at significant savings. Mr. Johnson moved, seconded by Mr. Walters, to approve the contract with QCC for the completion of the WWTP control system in the amount of \$250,585.24. Vote: Ayes – Archibald, Miller, Johnson, Walters, Pickett, Adams and Lovelett. Motion carried.

At approximately 8:44 p.m. Mayor Gere called a brief recess. At approximately 8:48 p.m. the mayor called the meeting back to order.

Resolution 1903: Petty Cash & Change Funds

Finance Director Steve Hogle presented a resolution to increase the petty cash fund at the police station from \$1,100 to \$1,200. Mr. Walters moved, seconded by Ms. Lovelett, to approve **Resolution 1903** updating petty cash and change funds. Mayor Gere invited the public to comment on the proposed resolution. No one present wished to speak. Vote: Ayes – Miller, Johnson, Walters, Pickett, Adams, Lovelett and Archibald. Motion carried.

Ordinance 2937: Investment Policy Update

Mr. Hogle presented an ordinance to amend the City's investment policy. He reviewed the three proposed changes to the policy which were outlined in his memo to Council dated October 16, 2014. Mr. Walters inquired how the revised policy ensured that the City laddered its investments. Mr. Hogle acknowledged that the revised policy would not require laddering but said that laddering was prudent cash management and was certainly current and longstanding practice. Mr. Walters requested that the policy be reworded to ensure laddering. Mr. Hogle agreed and said he would pursue the matter with the Council Finance Committee. Mr. Johnson remarked that Section 3.20.050 of the proposed policy requiring sufficient liquidity would appear to achieve laddering. Mr. Walters observed that Section 3.20.050 stated an objective of the policy, not a requirement. Mr. Johnson moved, seconded by Mr. Adams, to approve **Ordinance 2937** amending Section 3.20 of the Anacortes Municipal Code to update the investment policy. Vote: Ayes – Johnson, Walters, Pickett, Adams, Lovelett, Archibald and Miller. Motion carried.

Third Quarter Finance Update

Mr. Hoglund presented an update on City finances year to date through September. He reviewed the material included in the Council packet beginning with General Fund revenues which totaled 76.7% of budget at 75% through the year. Mr. Hoglund then reviewed General Fund expenditures, noting items that would be proposed for a budget amendment later in the evening including election costs, write offs for public defender fees, credit card fees, audit fees, computer server upgrades and a computer for the sewer jet. Mr. Hoglund displayed graphics summarizing sales tax revenue compared to historical and to budget which showed positive trends, Real Estate Excise Tax (REET) which already totaled 104% of budget, and impact fees which already totaled 164% of budget. He then reviewed revenues and expenditures in the other funds, noting that second half property tax had not yet been received and that budgeted operating transfers would not be performed until the end of the year. Mr. Hoglund noted that the ambulance service fund might require a budget amendment at year end to accommodate the new billing process and new rates as well as more overtime worked than anticipated. Mr. Johnson complimented Mr. Hoglund on the accuracy of the budget. Mr. Walters inquired about the apparent surplus in Water Fund 401. Mr. Hoglund explained that capital contributions were being pre-collected and banked as restricted cash reserves for the first ten years of the Water Treatment Plant bonds until those bonds could be paid down. Mr. Walters inquired when the revenue would hit ACFL Fund 113 to offset the property purchase under way in that fund. Mr. Hoglund advised that would come from cash reserves.

Mr. Hoglund then presented an investment report showing a diversification summary and portfolio overview of the City's entire \$45M portfolio as of September 30, 2014. He advised that a similar report would be provided to Council quarterly and would also be posted on the Finance page of the City website. Ms. Lovelett asked how much of the portfolio represents the City's cash reserves. Mr. Hoglund explained that most of the portfolio is restricted funds and that the City has about \$7.5M of unrestricted General Fund balance. Mr. Walters cautioned that the usable cash reserves are smaller even than the \$7.5M because the General Fund subsidizes other funds. Mr. Hoglund agreed and said that the best picture of available cash and investments is in the City's annual report which is posted on the City website. He suggested that the Council Finance Committee would be working on a fund balance policy later in the year.

At approximately 9:25 p.m. Mayor Gere noted that the Washington State Rating Bureau presentation listed as the last agenda item for the evening would last 20-30 minutes and asked if Council preferred to complete the agenda as advertised or defer that presentation to November 3. Fire Chief Richard Curtis advised there was no urgency or action item requiring the presentation to take place at the current meeting. Mr. Archibald said it would be acceptable to defer the presentation. No other councilmembers disagreed.

Ordinance 2938: Budget Amendment

Mr. Hoglund presented an ordinance amending the 2014 budget. He reviewed and explained each line item as outlined in the text of the ordinance. Mr. Johnson inquired if the City had a building maintenance reserve fund. Mr. Hoglund said the City did not have a separate sinking fund for that purpose. Mr. Johnson suggested looking into that further. Mr. Miller questioned spending funds in 2014 to configure work space for new staff that the Council had not yet approved budgeting for 2015. Mr. Walters said that normally he would agree but that hiring a public defender was not optional and the space needed to be ready as of January 1. Mr. Hoglund said that at a minimum the design needed to begin but that the item could be pushed to a 4th quarter budget amendment if Council so desired. Mr. Miller agreed to the need for the public defender and space for same. Ms. Pickett moved, seconded by Mr. Adams, to adopt **Ordinance 2938** amending the 2014 budget. Vote: Ayes – Walters, Pickett, Adams, Lovelett, Archibald, Miller and Johnson. Motion carried.

There being no further business, at approximately 9:33 p.m. the regularly scheduled Anacortes City Council meeting of October 20, 2014 was adjourned.

City Council Study Session Minutes – October 27, 2014

At approximately 7:00 p.m. Mayor Laurie Gere called the Anacortes City Council study session of October 27, 2014 to order. Roll call found present City Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller.

Council Review of 2015 Budget – Non-Public Works

Finance Director Steve Hoglund reviewed the schedule for the remainder of the budget season. He then reviewed a series of handouts he had provided to Council at the beginning of the meeting including a comparison of pavement management funding called for in Resolution 1895 vs. in the preliminary 2015 budget; a summary of major savings and added expenditures in the general fund compared to 2014; pie charts showing general revenues by type and general expenditures by department in the proposed budget; a list of Capital Facilities Plan projects for 2015 indicating which were included in the proposed budget; and a list of pending changes and corrections to the budget that would be made after Council discussion of the budget.

Mr. Hoglund then reviewed General Fund revenues beginning on page 10 of the proposed budget and explained the historical data and trends driving the revenue projections.

Museum Director Steve Oakley reviewed the proposed budget for the museum on page 29. He opened with a summary of the museum's mission, services provided and goals for 2015. He advised that the proposed budget was very similar to the current year with the exception of one part time staff member moving to full time which would be partially offset by a decrease in professional services costs. He noted that the Museum does generate approximately \$6K per year in admission fees and photo sales. Mr. Johnson inquired about the extent of deferred maintenance on the W.T. Preston. Mr. Oakley advised that quite a bit of painting had been accomplished in the prior year and that the vessel was being maintained up to national standards. Mr. Walters requested a count of employees at the museum, their salaries, and metrics such as visitor counts.

Planning, Community and Economic Development Director Don Measamer reviewed the proposed budget for his department on page 21. He shared an organization chart for his department as well as a summary of goals, objectives and performance measures.

Turning to Community Development Fund 180, Mr. Hoglund described that fund's revenue streams reflected on page 55. Mr. Measamer reviewed proposed expenditures in that fund shown on page 56. Mr. Measamer advised that staff had just learned that DNR lease expense shown on Line 1356 would be increasing approximately 40% since the proposed budget was prepared.

Administrative Services Director Emily Schuh reviewed the proposed expenditures for the Judicial Department shown on page 16. She noted that a half-time court clerk would be increasing to full time to accommodate additional court days and explained the addition of an in house public defender and legal assistant. Ms. Schuh announced that the public defender expense would be partially offset by a \$16,900 grant from the Office of Public Defense and also by removal of the current public defender contract from the professional services line item.

Ms. Schuh next reviewed the proposed expenditures for the Human Resources Department beginning on page 19 which were similar to current year but would not include every-other-year civil service assessment centers in 2015. Mr. Walters requested the amount of the AWC membership included in Line 362.

Ms. Schuh then reviewed the proposed expenditures for the Legal Department on page 22. She noted the inclusion of a full time in house City Attorney and a corresponding reduction in professional services expense. Mr. Johnson endorsed accepting the proposal by contract City Attorney Brad Furlong to continue his services with more time on site at City Hall. Mr. Walters argued in favor of hiring a full time City Attorney like neighboring cities. Mr. Johnson reported his research on how other similarly sized cities with strong mayors provide for their legal representation and said he didn't see the value of adding an in

house attorney. Mr. Miller agreed and asked to know the value of adding an in house attorney. Mr. Walters noted that significant expense for outside legal counsel is reflected in the budgets of other departments and argued that an in house attorney could replace some of those services and could manage the expense of others. Mr. Miller requested a cost benefit analysis of the proposed attorney position. Mr. Archibald agreed with that request. Mayor Gere said staff would prepare that. Ms. Schuh explained why the City had contracted for City Attorney services since 2008. Ms. Lovelett supported having legal counsel more available at City Hall. Mr. Johnson asked what the procedure would be if Council wanted to opt for a contract rather than an in house attorney in 2015. Mr. Hoglund suggested that Council could move during the November 3 budget discussion to alter the proposed budget in that way. Ms. Pickett described the value of outside counsel on some matters and observed that such services would not likely be replaced by an in house attorney. Councilmembers agreed to continue the discussion at the November 3 meeting with more information before them.

Police Chief Bonnie Bowers reviewed the proposed expenditures for the Police Department beginning on page 23. She presented the department's organizational chart and explained the new School Resource Officer position which would begin mid-year and be partially funded by Anacortes School District No. 103 in future years. Chief Bowers reviewed the department's 2014 accomplishments and goals for 2015. She explained the increase in 911 costs reflected on Line 514.

Fire Chief Richard Curtis reviewed the proposed expenditures for the Fire Department beginning on page 25. Chief Curtis shared the department's organizational chart and outlined the primary responsibilities of the two assistant chiefs, the department's current service levels, its 2014 accomplishments and 2015 projects. In response to questions from Mr. Walters about apparent salary changes, Mr. Hoglund and Chief Curtis explained the allocation of staff time between the Fire and EMS departments. Mr. Walters asked why undergrounding the power lines at Station 1 (Line 649) was not funded in the proposed budget. Chief Curtis and Mr. Hoglund explained the pending consultant report and added that the revised estimated cost for the work was closer to \$30K than the \$100K originally estimated. Mr. Walters encouraged finding funding to complete that important project.

Turning to Ambulance Service Fund 110, Mr. Hoglund reviewed the projected revenue for that fund on page 48. Chief Curtis then reviewed proposed expenditures for the fund beginning on page 49.

Mr. Hoglund next reviewed the revenue projections for Public Library Fund 103 on page 37. Ms. Lovelett reported that Guemes Island residents have complained about having to pay for non-resident library cards and asked if something could be worked out. Mr. Hoglund said he would share his analysis of the costs a city resident pays in taxes for library privileges and said the \$100 non-resident card is a very good deal. Ms. Lovelett asked if a waiver might be possible for low income families. Library Director Sheri Miklaski suggested that there may be a way to partner with an organization that would help underwrite those costs. Ms. Miklaski shared the mission, recent accomplishments and budget goals of the library. She then reviewed the proposed expenditures for the library on page 38 which include an additional half time position in the Children's Library and some savings in other areas.

Council next considered the Parks and Recreation budget in Funds 101, 102, 107 and 113. Mr. Hoglund reviewed the projected revenue for Parks and Recreation Fund 101 on page 32. Parks and Recreation Director Gary Robinson presented an organization chart for his department and described the roles of the Park staff. Mr. Robinson reviewed the proposed expenditures for Fund 101 with the assistance of Recreation Manager Dustin South and Parks and Forestlands Manager Jonn Lunsford. He responded to councilmember questions about expenditures that had moved between lines in the budget and noted that the overall budget was very similar to prior years with no new staff.

Mr. Hoglund then reviewed the projected revenue for Grandview Cemetery Fund 102 on page 35. Mr. Robinson reviewed the proposed expenditures for Fund 102, observing that the budget was essentially unchanged from current year. Mr. Walters inquired about potential funding sources for capital improvements at the cemetery. Mr. Robinson discussed potential leases and cemetery

capital reserves. Mr. Walters asked about staffing levels at the cemetery and if Grandview cemetery fees were comparable to surrounding facilities. Mr. Adams asked what portion of the cemetery fees were plot sales. Mr. Robinson said he would provide that information.

Mr. Hoglund next presented the projected revenues for Washington Park Fund 107 on page 44. Washington Park Manager Bob Vaux reviewed the proposed expenses, noting no significant changes from the current year.

Mr. Hoglund reviewed the projected revenues, largely REET transfers, into Parks Capital Improvement Fund 108 on page 46. Mr. Robinson discussed the amounts budgeted for various projects with councilmembers, noting that some projects were likely to be buildable for less than had been envisioned in the CFP. He agreed with Mr. Walters that parks impact fees may be able to be used for the planned spray pad. Mr. Johnson inquired if REET could be used to improve the parking lot at Washington Park and Mr. Hoglund said yes but said that REET cannot be used for cemetery improvements.

Concluding the Parks and Recreation section, Mr. Hoglund reviewed projected revenues in ACFL Fund 113 on page 51. Mr. Lunsford reviewed the proposed expenditures.

Mr. Hoglund then reviewed proposed non-departmental expenditures on page 13, proposed expenditures for the Legislative Department on page 14, and proposed expenditures for the Executive Department on page 15. Mr. Walters suggested that the training budget in the legislative budget should be increased. Mayor Gere and Mr. Hoglund welcomed a specific proposal for that. Mr. Hoglund reviewed proposed expenditures for the Finance Department on page 17 and noted that an additional \$30K would be added to professional services for the annual audit and credit card fees. He reviewed the proposed expenditures for the Department of Information Services on page 18. He pointed out line 298 for computer servers and line 311 for VOIP phones and said no budget was included for those items in the hope that grant funding would be obtained but that had not been successful so budget amounts would have to be added. Mr. Walters noted the short payback on replacing the existing phone system with VOIP and supported funding the installation of a VOIP system out of cash reserves. Regarding line 280, Mr. Johnson inquired how much the City pays annually in credit card fees. Mr. Hoglund said he would provide that information. Mr. Johnson suggested a surcharge for paying with a credit card.

Mr. Hoglund reviewed the projected revenues and expenditures for Growth Management Capital Improvement Fund 335 on pages 60-61. He explained that Fund 335 receives and distributes Real Estate Excise Tax (REET) to other funds for allowed projects. Mr. Walters asked if the current budget would leave any REET on the table. Mr. Hoglund said there would still be approximately \$500K in REET cash reserves. Mr. Walters suggested that could be used to fund pavement management. Mr. Hoglund agreed.

Mr. Hoglund concluded by reviewing projected revenues and expenditures for Firemen's Pension Fund 611 on pages 83-84.

Ms. Lovelett pointed out that \$350,000 was budgeted for fuel for the fleet vehicles (Line 2162) and suggested considering transitioning the fleet to an alternative fuel source both to lower ongoing costs and to lessen environmental impact.

Mr. Hoglund reminded that the public hearing on the proposed budget was scheduled for November 3, 2014. Mr. Adams asked if that meeting needed to start earlier than 7:00 p.m. Council, staff and Mayor Gere looked at the November 3 agenda and determined that the meeting could begin at 7:00 p.m. as scheduled and that the Council discussion of the budget could continue to the November 10, 2014 study session if necessary.

There being no further business, at approximately 10:00 p.m. the Anacortes City Council study session of October 27, 2014 adjourned.

Invoice Doc #	Transaction Date	Document Group	Previous Approver	Approval Queue	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount	Date Out
186985	9/30/2014	cherri	steveh	admin	32411 and 32412	00244	ASSN OF WASHINGTON CITIES	AWC REGINAL MEETING AND TRAINING	\$70.00	10/20/2014 13:19
187573	10/23/2014	sylvia	steveh	ap direct	9037030	00598	COLE-PARMER INSTRUMENT CO.	Thermostate for the Lab	\$338.00	10/29/2014 13:21
187659	10/28/2014	shellyj	steveh	ap direct	9434	06562	WESTERN SYSTEMS RFFUSE &	tire knobby for sewer camera repairs	\$315.28	10/29/2014 13:21
187431	10/17/2014	katiei	steveh	apd	82931-01	00368	BLUMENTHAL UNIFORMS & EQUIP.	UNIFORM; CSO WOLFSWINKEL	\$398.71	10/20/2014 13:19
187430	10/17/2014	katiei	steveh	apd	96041	00368	BLUMENTHAL UNIFORMS & EQUIP.	UNIFORM; BIKE PATROL	\$325.47	10/20/2014 13:19
187425	10/17/2014	katiei	steveh	apd	1913	02469	SKAGIT COUNTY SHERIFF'S OFFICE	NW MINI CHAIN	\$1,025.99	10/20/2014 13:19
187432	10/17/2014	katiei	steveh	apd	REIM	09256	SCHEEPERS, MICHAEL	UNIFORM REIMB; SCHEEPERS	\$19.99	10/20/2014 13:19
187426	10/17/2014	katiei	steveh	apd	1917	02469	SKAGIT COUNTY SHERIFF'S OFFICE	BOOKING FEES; JULY - SEPT 2014	\$2,567.23	10/20/2014 13:19
187429	10/17/2014	katiei	steveh	apd	IN STORE	00368	BLUMENTHAL UNIFORMS & EQUIP.	UNIFORM; MEYER	\$722.97	10/20/2014 13:19
187428	10/17/2014	katiei	steveh	apd	0101614	00955	FIDALGO CLEANING	CLEANING & SUPPLIES	\$576.00	10/20/2014 13:19
187427	10/17/2014	katiei	steveh	apd	655-7199970	06718	ARAMARK	NYLON MATS CLEANED	\$10.85	10/20/2014 13:19
187518	10/22/2014	katiei	steveh	apd	72426	00369	BLYTHE PLUMBING & HEATING INC	MAINTENANCE	\$980.83	10/29/2014 13:20
187484	10/21/2014	katiei	steveh	apd	96041-01	00368	BLUMENTHAL UNIFORMS & EQUIP.	UNIFORM; BIKE PATROL	\$351.28	10/29/2014 13:21
187485	10/21/2014	katiei	steveh	apd	20114086	02920	CRIMINAL JUSTICE TRAINING	BASIC LE ACADEMY; DEVINE	\$3,063.00	10/29/2014 13:21

187609	10/24/2014	katiei	steveh	apd	98554	00368	BLUMENTHAL UNIFORMS & FOUIP.	UNIFORM; MEYER	\$450.78	10/29/2014 13:22
187572	10/23/2014	katiei	steveh	apd	0183327-IN	06303	SIRCHIE FINGER PRINT LAB	EVIDENCE TAPE	\$137.05	10/29/2014 13:22
187608	10/24/2014	katiei	steveh	apd	98552	00368	BLUMENTHAL UNIFORMS & FOUIP.	UNIFORM; MEYER	\$164.77	10/29/2014 13:22
187521	10/22/2014	katiei	steveh	apd	310501	00651	COOKE COMPANY, THE J P	CITY DOG LICENSE TAGS 2015	\$379.00	10/29/2014 13:22
187486	10/21/2014	katiei	steveh	apd	REBIM	09097	INGRAM, KATIE	PER DIEM REIMBURSEMENT;	\$71.00	10/29/2014 13:22
187607	10/24/2014	katiei	steveh	apd	62301	04216	SKAGIT CYCLE CENTER	UNIFORM; SHOES RICHTER	\$119.35	10/29/2014 13:22
187523	10/22/2014	katiei	steveh	apd	REIMB	07841	DOTZAUER, TRAVIS J	UNIFORM; DOTZAUER SHOES	\$92.21	10/29/2014 13:23
187571	10/23/2014	katiei	steveh	apd	198768450 4	06718	ARAMARK	NYLON MATS CLEANED	\$10.85	10/29/2014 13:23
187577	10/23/2014	katiei	steveh	apd	cpls	00765	DEPARTMENT OF LICENSING	CPLS TO D.O.L.	\$324.00	10/29/2014 13:23
187606	10/24/2014	katiei	steveh	apd	1512065- 0043-2	02997	WASTE MANAGEMENT OF SKAGIT	RECYCLING; OCTOBER 2014	\$32.02	10/29/2014 13:23
187424	10/17/2014	elisabeth o	steveh	dshop	052001000 100114	00147	ANACORTES, CITY OF	water/sewer/garbge for Ops facility for	\$742.29	10/20/2014 13:19
187410	10/16/2014	elisabeth o	steveh	dshop	0081409	06543	PACIFIC TIRE	truck dsmount & mount for shop supplies	\$43.40	10/20/2014 13:19
187421	10/17/2014	shellyj	steveh	dshop	942948154 4	07570	CEMEX	sweeper debris hauled and dumped	\$720.39	10/20/2014 13:19
187386	10/16/2014	elisabeth o	steveh	dshop	132137	02476	SKAGIT HYDRAULICS	spherical eye for #704	\$233.88	10/20/2014 13:19
187392	10/16/2014	elisabeth o	steveh	dshop	489228	09212	HUGHES FIRE EQUIPMENT INC	2" gauges for equip #220	\$277.01	10/20/2014 13:19
187389	10/16/2014	elisabeth o	steveh	dshop	001-278168	02109	PISTON SERVICE OF ANACORTES	filter (WIX 33472) for shop supplies	\$41.69	10/20/2014 13:19
187387	10/16/2014	elisabeth o	steveh	dshop	001-278287	02109	PISTON SERVICE OF ANACORTES	filter for shop supplies	\$40.23	10/20/2014 13:19
187411	10/16/2014	elisabeth o	steveh	dshop	0081652	06543	PACIFIC TIRE	4210, 11/R22.5, XZY-3 220 michelin	\$460.47	10/20/2014 13:19

187391	10/16/2014	elisabeth o	steveh	dshop	9330	06562	WESTERN SYSTEMS REFUSE & FRONTIER BUILDING SUPPLY	gasket, tailgate seal for #601	\$400.03	10/20/2014 13:19
187420	10/17/2014	shellyj	steveh	dshop	161889	01023	FRONTIER BUILDING SUPPLY	galvanized adj. post base for Wash Pad	\$59.46	10/20/2014 13:19
187418	10/17/2014	shellyj	steveh	dshop	D094185	02027	HD SUPPLY WATERWORKS LTD	4" Fc2W Ultra Flex cplg 7" sleeve epoxy	\$437.52	10/20/2014 13:19
187324	10/14/2014	shellyj	steveh	dshop	order2	08811	AMAZON.COM	OTC 12 month subscription - Diagnostic	\$1,203.32	10/20/2014 13:19
187390	10/16/2014	elisabeth o	steveh	dshop	001-279010	02109	PISTON SERVICE OF ANACORTES	zero rust grey for #510	\$15.10	10/20/2014 13:19
187415	10/17/2014	elisabeth o	steveh	dshop	198767306 9	06718	ARAMARK	clothes cleang svc for Ops for week of	\$23.71	10/20/2014 13:19
187416	10/17/2014	elisabeth o	steveh	dshop	198767307 0	06718	ARAMARK	mats/shop towels/bldg maintenance for	\$18.60	10/20/2014 13:19
187409	10/16/2014	elisabeth o	steveh	dshop	31510	02260	REISNER DISTRIBUTOR INC	diesel #9-902	\$806.57	10/20/2014 13:19
187400	10/16/2014	shellyj	steveh	dshop	order	00451	CALICO CUPBOARD	1 lunch -Public Works Re- Accreditaiton	\$11.92	10/20/2014 13:20
187401	10/16/2014	shellyj	steveh	dshop	order 2	00451	CALICO CUPBOARD	6 staff Public Works Meeting	\$102.44	10/20/2014 13:20
187419	10/17/2014	shellyj	steveh	dshop	WAANA707 53	00939	FASTENAL CO	fasteners for cat walk in Wash Pad bldg	\$12.72	10/20/2014 13:20
187417	10/17/2014	shellyj	steveh	dshop	order	08811	AMAZON.COM	folding utility knife - shop tools	\$19.36	10/20/2014 13:20
187442	10/20/2014	shellyj	steveh	dshop	28749	03611	GEIGER'S CUSTOM CLEANING INC	Operations Bldg. October janitorial	\$336.00	10/20/2014 13:20
187439	10/20/2014	shellyj	steveh	dshop	A918672	02405	SEBO'S DO-IT CENTER	1" Galv. strap for wash pad bldg.	\$0.39	10/20/2014 13:20
187438	10/20/2014	shellyj	steveh	dshop	order	07706	CHRISTENSEN, BRENT	Reimbursement for CDL medical physical	\$110.00	10/20/2014 13:20
187648	10/28/2014	elisabeth o	steveh	dshop	001-280056	02109	PISTON SERVICE OF ANACORTES	multi use 7002 charger for #218	\$0.00	10/29/2014 13:20
187402	10/16/2014	elisabeth o	steveh	dshop	SKAG09302 014	02468	SKAGIT COUNTY SOLID WASTE FUND	tonnage for September 2014	\$59,332.24	10/29/2014 13:20
187513	10/22/2014	elisabeth o	steveh	dshop	0072639-IN	02574	SOLID WASTE SYSTEMS INC	belt, dual belt system for #512	\$487.72	10/29/2014 13:20

187408	10/16/2014	elisabeth o	steveh	dshop	092282	07339	ELLIOTT TIRE & SERVICE INC	P235/55R17 98V tires for shop supplies	\$2,982.04	10/29/2014 13:21
187650	10/28/2014	elisabeth o	steveh	dshop	314516	06981	EMERALD RECYCLING SVCS INC	uncrushed oil filters gasket removed (1	\$128.50	10/29/2014 13:21
187500	10/21/2014	shellyj	steveh	dshop	5035166MB	01530	LAKE SIDE INDUSTRIES	5/8 & 3/4, 1 1/4 & 1 1/2 rock for	\$288.45	10/29/2014 13:21
187497	10/21/2014	elisabeth o	steveh	dshop	300000008 114	02192	PUGET SOUND ENERGY	Sharpe's Corner 24" mtr vault,	\$570.09	10/29/2014 13:21
187516	10/22/2014	elisabeth o	steveh	dshop	416001163 42	02909	LES SCHWAB TIRE CENTERS	flat repair for #005	\$15.19	10/29/2014 13:21
187499	10/21/2014	shellyj	steveh	dshop	5035196MB	01530	LAKE SIDE INDUSTRIES	EZ Street asphalt	\$1,372.18	10/29/2014 13:21
187651	10/28/2014	elisabeth o	steveh	dshop	0081766	06543	PACIFIC TIRE	wide base dismount & mount for shop	\$34.72	10/29/2014 13:21
187412	10/16/2014	elisabeth o	steveh	dshop	092440	07339	ELLIOTT TIRE & SERVICE INC	P235/55R17/ 98V tires for shop supplies	\$1,571.15	10/29/2014 13:21
187407	10/16/2014	elisabeth o	steveh	dshop	410501-15	08733	IDENTIFIX	12 mo contract to subscriptn online	\$1,308.00	10/29/2014 13:21
187512	10/22/2014	elisabeth o	steveh	dshop	001-279170	02109	PISTON SERVICE OF ANACORTES	filter (#57181) for equip no. 7- 921	\$49.44	10/29/2014 13:21
187508	10/22/2014	elisabeth o	steveh	dshop	001-279195	02109	PISTON SERVICE OF ANACORTES	31P-MHD battery for #7-921	\$124.72	10/29/2014 13:21
187511	10/22/2014	elisabeth o	steveh	dshop	001-279204	02109	PISTON SERVICE OF ANACORTES	boxed radiator cap for #414	\$7.03	10/29/2014 13:21
187515	10/22/2014	elisabeth o	steveh	dshop	0482651	02260	REISNER DISTRIBUTOR INC	starplex for shop supplies	\$101.00	10/29/2014 13:21
187505	10/22/2014	elisabeth o	steveh	dshop	101302	01022	FRONTIER FORD	GLOVE BOX LATCH for #138	\$21.72	10/29/2014 13:21
187526	10/22/2014	elisabeth o	steveh	dshop	1283698	07371	PEWAG INC	PRC343V cable spring type roller CHAINS	\$716.79	10/29/2014 13:21
187517	10/22/2014	shellyj	steveh	dshop	24651	00749	DECKER CONSTRUCTION, INC	Excavator and operator to dig and	\$683.55	10/29/2014 13:21
187504	10/22/2014	elisabeth o	steveh	dshop	A918663	02405	SEBO'S DO-IT CENTER	fasteners for #7-921	\$5.73	10/29/2014 13:22
187503	10/22/2014	elisabeth o	steveh	dshop	A918706	02405	SEBO'S DO-IT CENTER	fasteners for #7-921	\$6.81	10/29/2014 13:22
187507	10/22/2014	elisabeth o	steveh	dshop	001-279398	02109	PISTON SERVICE OF ANACORTES	filter (33393) for #7-923	\$11.76	10/29/2014 13:22

187514	10/22/2014	elisabeth o	steveh	dshop	0170880	02260	REISNER DISTRIBUTOR INC	guardol oil 15W/40 for shop supplies	\$2,100.54	10/29/2014 13:22
187498	10/21/2014	shellyj	steveh	dshop	162604	01023	FRONTIER BUILDING SUPPLY	4x4 12' treated lumber for wash pad bldg	\$51.04	10/29/2014 13:22
187625	10/27/2014	elisabeth o	steveh	dshop	710300000 05102114	00494	CASCADE NATURAL GAS CORP.	gas svc for Ops facility,	\$178.20	10/29/2014 13:22
187525	10/22/2014	elisabeth o	steveh	dshop	850397	00021	ACE HARDWARE	key copied-for #020	\$2.45	10/29/2014 13:22
187522	10/22/2014	elisabeth o	steveh	dshop	C265166	02405	SEBO'S DO-IT CENTER	chain made per drive link- chainsaw	\$29.91	10/29/2014 13:22
187524	10/22/2014	elisabeth o	steveh	dshop	C265167	02405	SEBO'S DO-IT CENTER	chain made per drive link-for chainsaw	\$22.84	10/29/2014 13:22
187614	10/27/2014	elisabeth o	steveh	dshop	198768451 0	06718	ARAMARK	clothes cleang svc for Ops for week of	\$23.00	10/29/2014 13:23
187652	10/28/2014	elisabeth o	steveh	dshop	5219	06498	COASTAL WEAR PRODUCTS	gutterbrooms for #303	\$444.85	10/29/2014 13:23
187646	10/28/2014	elisabeth o	steveh	dshop	001-279880	02109	PISTON SERVICE OF ANACORTES	multi use 7002 charger for #218	\$139.80	10/29/2014 13:23
187692	10/28/2014	shellyj	steveh	dshop	40571/2	06246	H B JAEGER CO LLC	8" clayxpl fernco, Re-stock supplies	\$401.96	10/29/2014 13:23
187691	10/28/2014	shellyj	steveh	dshop	40572/2	06246	H B JAEGER CO LLC	1" CTS Stiffener for water inventorv	\$94.94	10/29/2014 13:23
187615	10/27/2014	elisabeth o	steveh	dshop	A920768	02405	SEBO'S DO-IT CENTER	15" 8 pt handsaw for Water dept	\$109.98	10/29/2014 13:23
187579	10/24/2014	shellyj	steveh	dshop	order	02896	VISA	Allison DOC licensed software for	\$173.60	10/29/2014 13:23
187605	10/24/2014	shellyj	steveh	dshop	order	03935	NEMETH, TERRY	mileage reimbursment - travel to Tacoma	\$33.60	10/29/2014 13:23
187610	10/24/2014	shellyj	steveh	dshop	order	01004	FOWLER COMPANY INC, H D	green marking paint for locates	\$193.74	10/29/2014 13:23
187611	10/24/2014	shellyj	steveh	dshop	order	01839	NATIONAL SAFETY INC	X large safety vest	\$446.21	10/29/2014 13:23
187612	10/24/2014	shellyj	steveh	dshop	order	06246	H B JAEGER CO LLC	1" x 300 ft Rehau PEX pipe	\$1,396.40	10/29/2014 13:23
187578	10/24/2014	shellyj	steveh	dshop	order	08811	AMAZON.COM	marathon tire flat-free hand truck	\$55.57	10/29/2014 13:23
187647	10/28/2014	elisabeth o	steveh	dshop	001-280002	02109	PISTON SERVICE OF ANACORTES	filter (wix 33405) for shop supplies	\$74.64	10/29/2014 13:23

187728	10/29/2014	shellyj	steveh	dshop	163403	01023	FRONTIER BUILDING SUPPLY	2 x 8 joist hangers, post base,	\$60.67	10/29/2014 13:23
187727	10/29/2014	shellyj	steveh	dshop	163481	01023	FRONTIER BUILDING SUPPLY	galvanized adj. post base, wash pad	\$37.60	10/29/2014 13:23
187613	10/27/2014	elisabetho	steveh	dshop	1370251-0043-9	02997	WASTE MANAGEMENT OF SKAGIT	recycling svc for Oct '14 for	\$66.70	10/29/2014 13:24
187600	10/24/2014	matsont	steveh	dwtp	14000657 RI 05700	07762	I. KRUGER INC	SEPTEMBER ALUM DELIVERIES	\$24,063.42	10/29/2014 13:20
187621	10/27/2014	matsont	steveh	dwtp	31408897	02381	SCIENTIFIC SUPPLY & EQUIP INC	DELICATE WIPES FOR LAB	\$186.12	10/29/2014 13:20
187585	10/24/2014	matsont	steveh	dwtp	114-2387901	04834	UNITED SITE SERVICES	TEMPORARY PORTA-POTTY @ POINTE P.S CLEANING	\$34.25	10/29/2014 13:21
187594	10/24/2014	matsont	steveh	dwtp	161668	01023	FRONTIER BUILDING SUPPLY	LUMBER, SCREWS FOR PUMP STATION SIDING	\$50.20	10/29/2014 13:21
187584	10/24/2014	matsont	steveh	dwtp	300000005 235	02192	PUGET SOUND ENERGY	RESERVOIR & PUMP STATION ELECTRICITY	\$2,984.00	10/29/2014 13:21
187583	10/24/2014	matsont	steveh	dwtp	984844926	09447	UPS SUPPLY CHAIN SOLUTIONS INC	LATE PAYMENT FEE	\$1.51	10/29/2014 13:21
187595	10/24/2014	matsont	steveh	dwtp	161883	01023	FRONTIER BUILDING SUPPLY	PAINT FOR PUMP STATION SIDING PROJECT	\$725.93	10/29/2014 13:21
187580	10/24/2014	matsont	steveh	dwtp	order	08909	DOMINO'S PIZZA	OVERTIME MEAL FOR JEFF MARRS	\$39.02	10/29/2014 13:21
187596	10/24/2014	matsont	steveh	dwtp	161983	01023	FRONTIER BUILDING SUPPLY	PAINTING SUPPLIES FOR PUMP STATION SIDING PROJECT	\$88.61	10/29/2014 13:21
187582	10/24/2014	matsont	steveh	dwtp	635565	01421	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE	\$3,154.26	10/29/2014 13:21
187598	10/24/2014	matsont	steveh	dwtp	849987	00021	ACE HARDWARE	HARDWARE SUPPLIES FOR PUMP STATION SIDING PROJECT	\$77.43	10/29/2014 13:21
187603	10/24/2014	matsont	steveh	dwtp	001-279105	02109	PISTON SERVICE OF ANACORTES	FILTERS FOR BAS TRAIN SLUDGE SCRAPERS	\$57.82	10/29/2014 13:21
187597	10/24/2014	matsont	steveh	dwtp	850060	00021	ACE HARDWARE	FASTENERS	\$2.93	10/29/2014 13:21

187604	10/24/2014	matsont	steveh	dwtp	590405	09237	WASHINGTON TRACTOR	MOWER BLADES	\$171.53	10/29/2014 13:21
187616	10/27/2014	matsont	steveh	dwtp	874 3508 017768 2	01616	LOWE'S BUSINESS ACCOUNT/GEMB	SEPT/OCT HARDWARE PURCHASES	\$621.63	10/29/2014 13:21
187682	10/28/2014	matsont	steveh	dwtp	044805	08360	ACCU-COMM, INC.	TELEMETRY TROUBLESHOOTING @ DISTRIBUTION SITES	\$1,346.92	10/29/2014 13:22
187618	10/27/2014	matsont	steveh	dwtp	1421-R07	00369	BLYTHE PLUMBING & HEATING INC	INTAKE STATION ROOF FANS PREVENTATIVE MAINTENANCE	\$197.09	10/29/2014 13:22
187591	10/24/2014	matsont	steveh	dwtp	1032840	02681	SURETY PEST CONTROL	MONTHLY PEST CONTROL SERVICE AT ROCKRIDGE P.S.	\$43.40	10/29/2014 13:22
187586	10/24/2014	matsont	steveh	dwtp	198768057 9	06718	ARAMARK	WTP LAUNDRY SERVICE	\$26.02	10/29/2014 13:22
187601	10/24/2014	matsont	steveh	dwtp	850329	00021	ACE HARDWARE	RAKE, PRUNER, BOW SAW, LOPPER	\$63.21	10/29/2014 13:22
187602	10/24/2014	matsont	steveh	dwtp	850401	00021	ACE HARDWARE	FASTENERS	\$5.64	10/29/2014 13:22
187617	10/27/2014	matsont	steveh	dwtp	636293	01421	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE	\$3,070.01	10/29/2014 13:23
187599	10/24/2014	matsont	steveh	dwtp	850506	00021	ACE HARDWARE	PLUMBING SUPPLIES FOR PUMP STATIONS	\$196.23	10/29/2014 13:23
187593	10/24/2014	matsont	steveh	dwtp	119-586	07603	NUTTER SR, LOUIS	FILL MATERIALS FOR LAND GRADING WORK AT THE WTP	\$5,522.10	10/29/2014 13:23
187590	10/24/2014	matsont	steveh	dwtp	order	02338	TULIP VALLEY SUPPLY	CLEANING SUPPLIES RESTOCK	\$591.11	10/29/2014 13:23
187588	10/24/2014	matsont	steveh	dwtp	order	00939	FASTENAL CO	SAFETY SUPPLIES RESTOCK	\$193.87	10/29/2014 13:23
187589	10/24/2014	matsont	steveh	dwtp	order	02260	REISNER DISTRIBUTOR INC	OIL AND GREASE RESTOCK	\$2,313.23	10/29/2014 13:23
187620	10/27/2014	matsont	steveh	dwtp	order	01165	HACH COMPANY	LAB CHEMICALS RESTOCK	\$349.20	10/29/2014 13:23
187683	10/28/2014	matsont	steveh	dwtp	198769200 6	06718	ARAMARK	WTP LAUNDRY SERVICE	\$26.02	10/29/2014 13:23
187619	10/27/2014	matsont	steveh	dwtp	1512744- 0043-2	02997	WASTE MANAGEMENT OF SKAGIT	WTP SOLID WASTE DISPOSAL	\$195.21	10/29/2014 13:24

187592	10/24/2014	matsont	steveh	dwwtp	119-577	07603	NUTTER SR, LOUIS	BULLDOZER & BACKHOE LAND GRADING WORK AT WTP	\$6,623.93	10/29/2014 13:27
187413	10/16/2014	sylvia	steveh	dwwtp	360299095 31017915	07909	FRONTIER	Telephone Bill for the WWTO	\$387.10	10/20/2014 13:19
187397	10/16/2014	sylvia	steveh	dwwtp	Order	00850	EDGE ANALYTICAL INC	Final Effluent Testing	\$312.48	10/20/2014 13:20
187482	10/21/2014	sylvia	steveh	dwwtp	300000003 909	02192	PUGET SOUND ENERGY	Main Plant Power for September/October	\$12,621.97	10/29/2014 13:21
187473	10/21/2014	sylvia	steveh	dwwtp	B276798	02405	SEBO'S DO-IT CENTER	Wire	\$4.87	10/29/2014 13:21
187476	10/21/2014	sylvia	steveh	dwwtp	WAANA707 10	00939	FASTENAL CO	Nuts and Washers	\$21.29	10/29/2014 13:21
187472	10/21/2014	sylvia	steveh	dwwtp	A917836	02405	SEBO'S DO-IT CENTER	Connector, Nipples and Bushings	\$11.02	10/29/2014 13:21
187471	10/21/2014	sylvia	steveh	dwwtp	A917926	02405	SEBO'S DO-IT CENTER	Plugs and Bushings	\$5.40	10/29/2014 13:21
187445	10/20/2014	sylvia	steveh	dwwtp	5295906	08566	LEAF	Copier Lease for WWTP - October	\$232.85	10/29/2014 13:21
187474	10/21/2014	sylvia	steveh	dwwtp	B277029	02405	SEBO'S DO-IT CENTER	Clip Caps	\$9.74	10/29/2014 13:22
187454	10/20/2014	sylvia	steveh	dwwtp	198767744 7	06718	ARAMARK	Laundry Service for WWTP - Note 16	\$208.74	10/29/2014 13:22
187475	10/21/2014	sylvia	steveh	dwwtp	A919381	02405	SEBO'S DO-IT CENTER	Bolts, Couplings, Caps and Pine	\$37.48	10/29/2014 13:22
187440	10/20/2014	sylvia	steveh	dwwtp	Order	08361	CONTEC SYSTEMS INDUSTRIAL CORP	Annual CEM DAS Software Support	\$3,580.50	10/29/2014 13:22
187450	10/20/2014	sylvia	steveh	dwwtp	Order	08490	CONTROL FACTORS- SFATTI F INC	PVC 3" Valve	\$1,014.48	10/29/2014 13:22
187477	10/21/2014	sylvia	steveh	dwwtp	Order	02338	TULIP VALLEY SUPPLY	C Fold Towels & Urnal Screens	\$332.01	10/29/2014 13:22
187493	10/21/2014	sylvia	steveh	dwwtp	Order	06378	TRC ENVIRONMENTA I CORP	Incinerator RATA and Source Testing -	\$28,000.00	10/29/2014 13:22
187494	10/21/2014	sylvia	steveh	dwwtp	Order	00932	FERGUSON ENTERPRISES, INC	Solids Filtrate 3" PVC Materials	\$147.43	10/29/2014 13:22
187574	10/23/2014	sylvia	steveh	dwwtp	A920465	02405	SEBO'S DO-IT CENTER	Photo Cell	\$23.85	10/29/2014 13:23

187575	10/23/2014	sylvia	steve	dwwtp	A920503	02405	SEBO'S DO-IT CENTER	Return of Photo Cell and Purchase of	\$3.26	10/29/2014 13:23
187642	10/27/2014	sylvia	steve	dwwtp	1987688842	06718	ARAMARK	Laundry Service for WWTP	\$70.97	10/29/2014 13:23
187624	10/27/2014	sylvia	steve	dwwtp	Order	03120	GRAINGER	2" and 1.5" Pipe Die Threader	\$396.03	10/29/2014 13:23
187662	10/28/2014	sylvia	steve	dwwtp	Order	02123	PLATT ELECTRIC SUPPLY INC	Door Switch	\$589.18	10/29/2014 13:24
187664	10/28/2014	sylvia	steve	dwwtp	Order	01939	NORTHSTAR CHEMICAL	Sodium Bisulfite 38% Solution	\$282.10	10/29/2014 13:24
187641	10/27/2014	sylvia	steve	dwwtp	137025000431	02997	WASTE MANAGEMENT OF SKAGIT	Recycle Service for WWTP	\$29.27	10/29/2014 13:24
187423	10/17/2014	mezell	steve	finance	Postage	02816	UNITED STATES POSTMASTER	PRE-SORTED FIRST CLASS MAIL PERMIT #22	\$10,000.00	10/20/2014 13:20
187433	10/17/2014	mezell	steve	finance	Shipping Costs	02450	SIGNATURE FORMS INC	STATEMENTS, #9 & #10 ENVELOPES SHIPPING COSTS	\$350.00	10/20/2014 13:20
187724	10/29/2014	marcia	steve	finance	C14071307M14	09493	HENDERSON, GERALDINE	REFUND DUPLICATE AMBULANCE PAYMENT	\$89.60	10/29/2014 13:20
187506	10/22/2014	heikom	steve	finance	10081	07356	SUN LIFE FINANCIAL	FICA MATCH DISABILITY CLAIM	\$62.29	10/29/2014 13:21
187557	10/22/2014	carla	steve	finance	0159410	00950	FIDALGO BAY COFFEE COMPANY	Fidalgo Gold Coffee - OPS	\$148.80	10/29/2014 13:21
187546	10/22/2014	carla	steve	finance	0490698	04412	COMCAST	Internet Connection - 904 6th St	\$155.70	10/29/2014 13:21
187550	10/22/2014	carla	steve	finance	8498 30 030 0111230	04412	COMCAST	PHONE SVC - WTP	\$180.94	10/29/2014 13:21
187547	10/22/2014	carla	steve	finance	0464628	04412	COMCAST	Wa Park Internet Svc	\$88.95	10/29/2014 13:21
187548	10/22/2014	carla	steve	finance	293-6955	07909	FRONTIER	293-6955 Fire Dept Elevator Phone	\$41.10	10/29/2014 13:21
187533	10/22/2014	carla	steve	finance	L105140	02623	STATE AUDITOR'S OFFICE	Statutory Audit Svc 13-13	\$2,341.66	10/29/2014 13:21
187560	10/22/2014	carla	steve	finance	861582	02519	SKAGIT PUBLISHING	AA-1179897 -Neighborhood mtg - Verizon	\$71.64	10/29/2014 13:21
187559	10/22/2014	carla	steve	finance	16089970	05523	PACIFIC POWER BATTERIES	Misc Batteries - IT Dept	\$34.13	10/29/2014 13:21

187698	10/28/2014	carla	steveh	finance	16089990	05523	PACIFIC POWER BATTERIES	SLA Batteries - IT Dept	\$13.53	10/29/2014 13:21
187552	10/22/2014	carla	steveh	finance	0159603	00950	FIDALGO BAY COFFEE COMPANY	Seacoast coffee - Police Dept	\$96.30	10/29/2014 13:21
187534	10/22/2014	carla	steveh	finance	JulyLunches - 155	06629	BOYS & GIRLS CLUBS	Lunch Program Service Provision - July	\$480.00	10/29/2014 13:22
187715	10/28/2014	carla	steveh	finance	OJ95030977	00007	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES - VARIOUS DEPTS	\$322.94	10/29/2014 13:22
187554	10/22/2014	carla	steveh	finance	order	08811	AMAZON.COM	Lenovo Ultra book - power cord - Bldg	\$26.85	10/29/2014 13:22
187538	10/22/2014	carla	steveh	finance	SeptLunches	06629	BOYS & GIRLS CLUBS	Lunch Program Service Provision - Sept	\$1,020.00	10/29/2014 13:22
187536	10/22/2014	carla	steveh	finance	ugLunches	06629	BOYS & GIRLS CLUBS	Lunch Program Service Provision - August	\$480.00	10/29/2014 13:22
187565	10/22/2014	carla	steveh	finance	IN-000468175	08163	INDEPENDENT STATIONERS	MISC OFFICE SUP - BLDG, PRKS, FIN, PLANNING	\$27.91	10/29/2014 13:22
187502	10/21/2014	niomif	steveh	finance	Ref000187502	09488	ROBBINS, NATHANIEL	EF payment on closed account	\$102.13	10/29/2014 13:22
187556	10/22/2014	carla	steveh	finance	4430	08811	AMAZON.COM	Lexmark typewriter ribbon-Records	\$14.91	10/29/2014 13:22
187531	10/22/2014	carla	steveh	finance	order	08811	AMAZON.COM	Dual monitor standup wrkstn - Beckv -	\$399.00	10/29/2014 13:22
187566	10/22/2014	carla	steveh	finance	order	08811	AMAZON.COM	Galaxy S4 Case - Michelle - Bldg	\$7.99	10/29/2014 13:23
187567	10/22/2014	carla	steveh	finance	order	08811	AMAZON.COM	Fellowes Gel wrist rest - Niomi -	\$14.29	10/29/2014 13:23
187568	10/22/2014	niomif	steveh	finance	Ref000187568	09491	PORTALIS LLC	payment on prior bill on closed account	\$20.71	10/29/2014 13:23
187694	10/28/2014	carla	steveh	finance	736750760-001	01962	OFFICE DEPOT	MISC OFFICE SUPPLIES FIN & FIRE	\$126.87	10/29/2014 13:23
187718	10/28/2014	carla	steveh	finance	0159798	00950	FIDALGO BAY COFFEE COMPANY	Seacoast Coffee - City Hall	\$93.00	10/29/2014 13:23
187563	10/22/2014	carla	steveh	finance	09265164	07342	VERIZON BUSINESS	MONTHLY ACCESS CHARGES & LONG DIST	\$125.60	10/29/2014 13:23
187720	10/28/2014	carla	steveh	finance	4646	08811	AMAZON.COM	Rite in the Rain loose leaf paper - Engr	\$15.77	10/29/2014 13:23
187695	10/28/2014	carla	steveh	finance	737762027-001	01962	OFFICE DEPOT	200 CD-R Discs & Sleeves - APD	\$34.51	10/29/2014 13:23

187696	10/28/2014	carla	steveh	finance	737764020-001	01962	OFFICE DEPOT	250 redi strip 9 x 12 envelopes - APD	\$31.53	10/29/2014 13:23
187716	10/28/2014	carla	steveh	finance	order	08163	INDEPENDENT STATIONERS	Classification folders - Planning	\$39.61	10/29/2014 13:24
187725	10/28/2014	niomif	steveh	finance	Ref000187725	09494	RICE, GARY & MARLENE	payment on prior bill after closing	\$82.51	10/29/2014 13:24
187726	10/28/2014	niomif	steveh	finance	Ref000187726	09495	BUCHAN, GWEN	Duplicate payment on prior bill	\$73.85	10/29/2014 13:24
187542	10/22/2014	carla	steveh	finance	3770866	08930	STOEL RIVES LLP	HIPAA Security Policies & Advice -	\$184.00	10/29/2014 13:27
187540	10/22/2014	carla	steveh	finance	3771524	08930	STOEL RIVES LLP	HIPAA Security Policies & Advice -	\$5,955.00	10/29/2014 13:27
187406	10/16/2014	barberl	steveh	hr	006700000000097	06461	CASCADE MEDICAL GROUP PS	ROBERT IVERSEN, HEARING AIDS, LEOFF1 RETIREE	\$3,000.00	10/20/2014 13:18
187660	10/28/2014	barberl	steveh	hr	1 409 - A	05518	ETLICHER, VERNON	REIM. PARTIAL ASSISTED LIVING (\$42 PER DAY X 30 DAYS)	\$1,260.00	10/29/2014 13:20
187655	10/28/2014	barberl	steveh	hr	1982687737	00349	BETHARDS DDS PS, BILL N	ROSS, WILLIAM, DENTAL SERVICES, LEOFF1 RETIREE, DOS: 10/14/14	\$336.00	10/29/2014 13:21
187658	10/28/2014	barberl	steveh	hr	2014-5701	04403	PUBLIC SAFETY TESTING INC	SUBSCRIPTION FEES, POLICE & FIRE PUBLIC SAFETY TESTING	\$600.00	10/29/2014 13:21
187667	10/28/2014	barberl	steveh	hr	101412	00244	ASSN OF WASHINGTON CITIES	NOVEMBER, SUPPLEMENTAL LIFE INSURANCE	\$275.91	10/29/2014 13:21
187671	10/28/2014	barberl	steveh	hr	1003014879	06742	ATKINSON DMD, BRANDON L.	COUSINS, RICHARD, DENTAL SERVICES, DOS: 10/23/14	\$10.00	10/29/2014 13:22
187649	10/28/2014	barberl	steveh	hr	0542005-001	02835	UNUM LIFE INS CO OF AMERICA	NOVEMBER, LEOFF LONG-TERM CARE PREMIUM	\$1,210.80	10/29/2014 13:23
187723	10/29/2014	barberl	steveh	hr	Public Defender	08532	JONES, ROBERT S.	PUBLIC DEFENDER SERVICES RENDERED 10/1-10/31/14	\$5,150.00	10/29/2014 13:24
187012	10/1/2014	carla	steveh	infosys	1200676593	08590	NEWEGG.COM	Ubiquiti Wireless System for Fire Dept	\$844.99	10/20/2014 13:19
187470	10/21/2014	carol	steveh	legal	October	02496	SKAGIT COUNTY DISTRICT COURT	Fourth Quarter Judicial Serivces 2014	\$8,754.00	10/29/2014 13:20

187656	10/28/2014	carol	steveh	legal	609674525	03041	THOMSON REUTERS - WEST	WA Court Rules, Federal Volumes	\$945.58	10/29/2014 13:22
187661	10/28/2014	carol	steveh	legal	October	07723	SKAGIT LAW GROUP PLLC	Prosecuting Attorney Services Oct. 2014	\$5,665.00	10/29/2014 13:24
187693	10/28/2014	carla	steveh	legal	order	08811	AMAZON.COM	Ergotron Stand up Desk - legal - Carol	\$433.99	10/29/2014 13:24
187385	10/15/2014	sharons	steveh	medic	0645983	00306	BAYSHORE OFFICE PRODUCTS	Labels - Large	\$30.37	10/20/2014 13:19
187384	10/15/2014	sharons	steveh	medic	30006154	06488	WESTERN FIRE CHIEFS ASSN	Fire & Emergency Services Instructor -	\$112.58	10/20/2014 13:19
187383	10/15/2014	sharons	steveh	medic	RTNB 1683	07909	FRONTIER	Radio Tone Line 1683: 10/07 - 11/06	\$67.87	10/20/2014 13:19
187395	10/16/2014	sharons	steveh	medic	0646988	00306	BAYSHORE OFFICE PRODUCTS	Acrylic Stands for EOC	\$65.51	10/20/2014 13:19
187393	10/16/2014	sharons	steveh	medic	200443804 5189	03318	DELL MARKETING LP	Dell Projector and ceiling mounts -	\$958.29	10/20/2014 13:19
187388	10/16/2014	sharons	steveh	medic	2337665	02342	SAFEWAY INC	EOC Drill Supplies	\$17.65	10/20/2014 13:19
187396	10/16/2014	sharons	steveh	medic	81567717	09185	BOUND TREE MEDICAL, LLC	Pharmaceutical Supplies Order - Oct. 8	\$4,619.56	10/20/2014 13:19
187398	10/16/2014	sharons	steveh	medic	81567718	09185	BOUND TREE MEDICAL, LLC	Refrigerated Pharmaceuticals: 10/8	\$28.85	10/20/2014 13:19
187399	10/16/2014	sharons	steveh	medic	Frazier	09486	FRAZIER, RYAN	Reimbursement for luggage charge to	\$25.00	10/20/2014 13:19
187414	10/16/2014	sharons	steveh	medic	Order	08622	ENTRADA/SAN JUAN, INC	Emergency Response Modeling Training -	\$1,500.00	10/20/2014 13:20
187394	10/16/2014	sharons	steveh	medic	September 22	06347	WITMER PUBLIC SAFETY GROUP INC	Extrication Gloves & Nomax Hoods	\$226.93	10/20/2014 13:20
187558	10/22/2014	sharons	steveh	medic	002-0334266-2690651	08811	AMAZON.COM	Extrication Gloves	\$87.32	10/29/2014 13:22
187551	10/22/2014	sharons	steveh	medic	102114-1	02645	WHATCOM COUNTY EMS/TC COUNCIL	Prehospital Medicine Conference: MV	\$190.00	10/29/2014 13:22
187539	10/22/2014	sharons	steveh	medic	1032860	02681	SURETY PEST CONTROL	Station 2: October	\$43.40	10/29/2014 13:22
187541	10/22/2014	sharons	steveh	medic	12575355	09204	SHRIGLEY, RON	CERT Trailer: Solar Charger	\$112.03	10/29/2014 13:22
187564	10/22/2014	sharons	steveh	medic	17154733	03116	W S DARLEY & CO	Adapter	\$67.35	10/29/2014 13:22

187543	10/22/2014	sharons	steveh	medic	180600	09204	SHRIGLEY, RON	CERT Trailer: Tie Downs for Canopy	\$26.48	10/29/2014 13:22
187535	10/22/2014	sharons	steveh	medic	1987673060	06718	ARAMARK	Mat Service Sta 2: 10/16	\$16.28	10/29/2014 13:22
187537	10/22/2014	sharons	steveh	medic	1987673061	06718	ARAMARK	Mat Service Sta 1: 10/16	\$16.28	10/29/2014 13:22
187532	10/22/2014	sharons	steveh	medic	300000004923	02192	PUGET SOUND ENERGY	All Stations: 9/05 - 10/7	\$773.32	10/29/2014 13:22
187561	10/22/2014	sharons	steveh	medic	4570	02896	VISA	Accommodation for Community Paramedic	\$281.38	10/29/2014 13:22
187553	10/22/2014	sharons	steveh	medic	81570198	09185	BOUND TREE MEDICAL, LLC	Pharmaceutical Supplies	\$17.70	10/29/2014 13:22
187555	10/22/2014	sharons	steveh	medic	81570200	09185	BOUND TREE MEDICAL, LLC	Pharmaceutical Supplies	\$0.40	10/29/2014 13:22
187562	10/22/2014	sharons	steveh	medic	97880000001	00494	CASCADE NATURAL GAS CORP.	Sta 3: 9/13 - 10/14	\$17.24	10/29/2014 13:22
187545	10/22/2014	sharons	steveh	medic	A892984	09204	SHRIGLEY, RON	CERT Trailer: Sealer for Solar Panels	\$11.48	10/29/2014 13:22
187549	10/22/2014	sharons	steveh	medic	RTNB 1696	07909	FRONTIER	Radio Tone Line 1696: 10/16 - 11/15	\$62.54	10/29/2014 13:23
187569	10/23/2014	sharons	steveh	medic	6224748X	01835	NATIONAL FIRE PROTECTION ASSN.	Fire Codes Subscription Renewal	\$1,165.50	10/29/2014 13:23
187690	10/28/2014	elainew	steveh	museum	A915664	02405	SEBO'S DO-IT CENTER	32 Superclean degreaser Preston	\$39.00	10/29/2014 13:21
187491	10/21/2014	elainew	steveh	museum	A916077	02405	SEBO'S DO-IT CENTER	4"x15' BLK SFT GRIT TAPE	\$41.21	10/29/2014 13:21
187489	10/21/2014	elainew	steveh	museum	101614MHC	00955	FIDALGO CLEANING	Cleaning at MHC Oct. 2 and 16	\$50.00	10/29/2014 13:21
187490	10/21/2014	elainew	steveh	museum	B277324	02405	SEBO'S DO-IT CENTER	Lt Gray floor enamel	\$35.79	10/29/2014 13:22
187488	10/21/2014	elainew	steveh	museum	101614	00955	FIDALGO CLEANING	Cleaning at museum Oct. 2 and 16	\$100.00	10/29/2014 13:22
187487	10/21/2014	elainew	steveh	museum	102114	00117	AMERICAN ALLIANCE OF MUSEUMS	Annual museum dues Tier 2 AAM	\$250.00	10/29/2014 13:22
187492	10/21/2014	elainew	steveh	museum	A917191	02405	SEBO'S DO-IT CENTER	1 qt. white latex enamel for Preston	\$9.75	10/29/2014 13:22
187689	10/28/2014	elainew	steveh	museum	A920080	02405	SEBO'S DO-IT CENTER	Mineral spirits	\$10.82	10/29/2014 13:22
187677	10/28/2014	elainew	steveh	museum	102314	00494	CASCADE NATURAL GAS CORP.	Gas for museum 9/20-10/21/14	\$80.78	10/29/2014 13:23

187678	10/28/2014	elainew	steveh	museum	102314MHC	00494	CASCADE NATURAL GAS CORP.	Gas for MHC 9/20-10/221/14	\$46.69	10/29/2014 13:23
187680	10/28/2014	elainew	steveh	museum	101314	02192	PUGET SOUND ENERGY	electricity 9/6-10/6/14 museum Preston	\$40.93	10/29/2014 13:23
187686	10/28/2014	elainew	steveh	museum	1512060-0043-3	02997	WASTE MANAGEMENT OF SKAGIT	Recycling museum Oct.	\$36.89	10/29/2014 13:23
187688	10/28/2014	elainew	steveh	museum	A917847	02405	SEBO'S DO-IT CENTER	1"x15' blk sft grit tape	\$12.47	10/29/2014 13:23
187379	10/15/2014	mary	steveh	parks	844626/1	00021	ACE HARDWARE	Batteries, cleaner, disinfectant	\$29.25	10/20/2014 13:18
187285	10/13/2014	mary	steveh	parks	A900630	02405	SEBO'S DO-IT CENTER	Fasteners	\$4.11	10/20/2014 13:18
187284	10/13/2014	mary	steveh	parks	A906372	02405	SEBO'S DO-IT CENTER	Saw blade, pvc pipe, elbows	\$57.99	10/20/2014 13:18
187223	10/10/2014	mary	steveh	parks	1424	04637	ANACORTES METALWORKS LLC	Handrail for Depot/fabricate and install	\$1,878.68	10/20/2014 13:18
187283	10/13/2014	mary	steveh	parks	A907906	02405	SEBO'S DO-IT CENTER	PVC pipe	\$18.85	10/20/2014 13:18
187277	10/13/2014	mary	steveh	parks	00314484	00787	DEWILDES WHOLESALE NURSERY	Red Currant trees-Kiwanis Park	\$86.80	10/20/2014 13:18
187198	10/9/2014	mary	steveh	parks	541008	01765	MISTER T'S AWARDS/EMBROIDERY	Mt. Erie road and trail run trophies	\$85.72	10/20/2014 13:18
187199	10/9/2014	mary	steveh	parks	5035063MB	01530	LAKE SIDE INDUSTRIES	Crushed rock for trail bridge	\$65.99	10/20/2014 13:18
187236	10/10/2014	mary	steveh	parks	114-2356692	04834	UNITED SITE SERVICES	Portable Toilet Rental - ADA Thompson	\$167.40	10/20/2014 13:19
187235	10/10/2014	mary	steveh	parks	114-2356693	04834	UNITED SITE SERVICES	Portable toilet rental - Cemetery	\$89.61	10/20/2014 13:19
187233	10/10/2014	mary	steveh	parks	114-2356694	04834	UNITED SITE SERVICES	Portable toilet rental - WA Park Loop	\$89.61	10/20/2014 13:19
187234	10/10/2014	mary	steveh	parks	114-2356695	04834	UNITED SITE SERVICES	Portable Toilet Rental - Community	\$89.64	10/20/2014 13:19
187232	10/10/2014	mary	steveh	parks	114-2356696	04834	UNITED SITE SERVICES	Portable Toilet Rental - Dog Park	\$89.61	10/20/2014 13:19
187231	10/10/2014	mary	steveh	parks	114-2356756	04834	UNITED SITE SERVICES	Portable toilet rental - WA Park - Loop	\$87.00	10/20/2014 13:19
187230	10/10/2014	mary	steveh	parks	114-2356823	04834	UNITED SITE SERVICES	Portable Toilet Rental - Edwards Wav	\$92.34	10/20/2014 13:19
187287	10/13/2014	mary	steveh	parks	A912994	02405	SEBO'S DO-IT CENTER	Screw remover	\$9.75	10/20/2014 13:19

187286	10/13/2014	mary	steveh	parks	E22765	02405	SEBO'S DO-IT CENTER	Chain for drive link chain	\$21.16	10/20/2014 13:19
187208	10/9/2014	mary	steveh	parks	37580	08325	VENTEK INTERNATIONAL	CCU Server Hosting, monthly fee	\$45.00	10/20/2014 13:19
187204	10/9/2014	mary	steveh	parks	530	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187205	10/9/2014	mary	steveh	parks	983	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187207	10/9/2014	mary	steveh	parks	984	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187200	10/9/2014	mary	steveh	parks	985	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187201	10/9/2014	mary	steveh	parks	987	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187203	10/9/2014	mary	steveh	parks	989	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.09	10/20/2014 13:19
187381	10/15/2014	mary	steveh	parks	I15001700	02928	WASHINGTON STATE PATROL	Background checks-recreational staff	\$70.00	10/20/2014 13:19
187209	10/9/2014	mary	steveh	parks	792107901-pks	06718	ARAMARK	CLOTHES AND MOP HEADS - PARKS	\$2.41	10/20/2014 13:19
187210	10/9/2014	mary	steveh	parks	0646730-001	00306	BAYSHORE OFFICE PRODUCTS	Tempera Paint for messy me class	\$10.81	10/20/2014 13:19
187211	10/9/2014	mary	steveh	parks	35566	07863	HERRERA ENVIRONMENTAL	Heart Lake Milfoil Control Project	\$1,150.57	10/20/2014 13:19
187276	10/13/2014	mary	steveh	parks	792107901-pks	06718	ARAMARK	CLOTHES AND MOP HEADS - PARKS	\$2.41	10/20/2014 13:19
187241	10/10/2014	mary	steveh	parks	A916043	02405	SEBO'S DO-IT CENTER	Bumper for WP toilets	\$3.24	10/20/2014 13:19
187226	10/10/2014	mary	steveh	parks	1014	09474	ALTERNATIVE INBOUND MARKETING	Website class/web and blog site	\$100.00	10/20/2014 13:19
187380	10/15/2014	mary	steveh	parks	849884/1	00021	ACE HARDWARE	Soap, fantastik, glass cleaner,	\$31.69	10/20/2014 13:19
187376	10/15/2014	mary	steveh	parks	808854	08818	REECE, STORMIE	Cleaning Depot-September - 8 hrs.	\$176.00	10/20/2014 13:19
187462	10/20/2014	valora	steveh	parks	W120964	07443	CHALLENGER TEAMWEAR	soccer jerseys & gloves	\$117.65	10/29/2014 13:20
187465	10/20/2014	valora	steveh	parks	A913581	02405	SEBO'S DO-IT CENTER	fasteners - log boom repair Little	\$35.37	10/29/2014 13:20
187466	10/20/2014	valora	steveh	parks	A913767	02405	SEBO'S DO-IT CENTER	fasteners = Depot bench	\$4.60	10/29/2014 13:20

187447	10/20/2014	valora	steveh	parks	666279825-01	01997	ORIENTAL TRADING CO INC	Supplies for Breakfast With Santa	\$69.74	10/29/2014 13:20
187458	10/20/2014	valora	steveh	parks	160769q	01023	FRONTIER BUILDING SUPPLY	concrete mix - Madrona bench	\$3.36	10/29/2014 13:20
187464	10/20/2014	valora	steveh	parks	A914916	02405	SEBO'S DO-IT CENTER	paint brush, primer, gloves = Rotary	\$24.67	10/29/2014 13:20
187701	10/28/2014	valora	steveh	parks	161526	02405	SEBO'S DO-IT CENTER	sealant, caulking - cemetery marker	\$26.30	10/29/2014 13:21
187528	10/22/2014	valora	steveh	parks	3rdqtr14	02466	SKAGIT COUNTY PUBLIC HEALTH	3rd Quarter Senior Services Contract	\$7,482.00	10/29/2014 13:21
187519	10/22/2014	valora	steveh	parks	2-1046425	01941	NORTHWEST CASCADE INC	Portable toilet rental @ Mt. Erie park	\$109.50	10/29/2014 13:21
187455	10/20/2014	valora	steveh	parks	140-795-727-1	02192	PUGET SOUND ENERGY	PARKS/CEM/WASH. PARK/FAC/DEPOT	\$3,311.36	10/29/2014 13:21
187459	10/20/2014	valora	steveh	parks	360-293-3725-050113-12641	07909	FRONTIER	Depot telephone	\$36.16	10/29/2014 13:21
187463	10/20/2014	valora	steveh	parks	12641	04831	T-SHIRTS BY DESIGN	Mt. Erie Road Run t-shirts	\$286.44	10/29/2014 13:21
187456	10/20/2014	valora	steveh	parks	13474	00050	AEON MFG CO INC	galvanized vases for cemetery markers	\$275.79	10/29/2014 13:21
187446	10/20/2014	valora	steveh	parks	19873673069	06718	ARAMARK	CLOTHES AND MOP HEADS - PARKS	\$2.41	10/29/2014 13:21
187451	10/20/2014	valora	steveh	parks	849983/1	00021	ACE HARDWARE	flagging tape, masking tape, padlock -	\$43.89	10/29/2014 13:21
187704	10/28/2014	valora	steveh	parks	434390-00	03034	WESTERN FACILITIES SUPPLY INC	roll towels for WA Park	\$84.11	10/29/2014 13:21
187460	10/20/2014	valora	steveh	parks	0647398001	00306	BAYSHORE OFFICE PRODUCTS	window envelopes	\$27.39	10/29/2014 13:22
187707	10/28/2014	valora	steveh	parks	917 600 0000 9	00494	CASCADE NATURAL GAS CORP.	natural gas - Vol. Park restroom	\$13.58	10/29/2014 13:22
187453	10/20/2014	valora	steveh	parks	monthly payment	09198	CHIKONDANO TRUST	monthly payment Udd property	\$9,000.00	10/29/2014 13:22
187448	10/20/2014	valora	steveh	parks	refundcem	09484	LYON, KEN & JUDY	urn garden lot #350 buy back	\$466.00	10/29/2014 13:22
187461	10/20/2014	valora	steveh	parks	refundrec	09487	KOALS, KATE	Refund County soccer registration for	\$55.00	10/29/2014 13:22
187711	10/28/2014	valora	steveh	parks	850319/1	00021	ACE HARDWARE	folding pruning saw = ACFL	\$33.18	10/29/2014 13:22

187702	10/28/2014	valora	steveh	parks	5035212MB	01530	LAKE SIDE INDUSTRIES	crushed rock for ACFL trail repairs	\$34.65	10/29/2014 13:22
187709	10/28/2014	valora	steveh	parks	538 000 0000 1	00494	CASCADE NATURAL GAS CORP.	natural gas - Cemetery	\$18.95	10/29/2014 13:22
187710	10/28/2014	valora	steveh	parks	638 000 0000 0	00494	CASCADE NATURAL GAS CORP.	natrual gas - cemetery	\$10.00	10/29/2014 13:22
187700	10/28/2014	valora	steveh	parks	C265168	02405	SEBO'S DO-IT CENTER	Chainsaw bar oil	\$23.85	10/29/2014 13:22
187529	10/22/2014	valora	steveh	parks	refunddepo sit	09489	KAIREZ, CAROLYN	refund damage deposit for Depot rental	\$100.00	10/29/2014 13:23
187703	10/28/2014	valora	steveh	parks	198768451 0parks	06718	ARAMARK	CLOTHES AND MOP HEADS - PARKS	\$2.41	10/29/2014 13:23
187708	10/28/2014	valora	steveh	parks	260 037 3922 1	00494	CASCADE NATURAL GAS CORP.	natrual gas - Depot	\$98.79	10/29/2014 13:23
187706	10/28/2014	valora	steveh	parks	434594-00	03034	WESTERN FACILITIES SUPPLY INC	rolls towels - WA Park	\$336.44	10/29/2014 13:23
187699	10/28/2014	valora	steveh	parks	A920893	02405	SEBO'S DO-IT CENTER	wasp & hornet spray	\$4.33	10/29/2014 13:23
187581	10/24/2014	carla	steveh	parks	order	08811	AMAZON.COM	Acrylic Globe light fixtures - Depot	\$173.02	10/29/2014 13:23
187587	10/24/2014	carla	steveh	parks	order	08811	AMAZON.COM	Monitor Adapter mount - Parks	\$31.99	10/29/2014 13:23
187225	10/10/2014	mary	steveh	pkrec	refund-bovsu-13	03980	HOFFBUHR, KRISTEN	Refund - Registration for U-13 boys	\$55.00	10/20/2014 13:19
187253	10/13/2014	dustins	steveh	pkrec	sailingbldg use	08558	PORT OF ANACORTES	Payment for usage of Seafarer's Park	\$1,115.07	10/20/2014 13:19
187449	10/20/2014	valora	steveh	pkrec	contracteds vs	09208	PETERSON, DIANE	contracted services for providing	\$236.25	10/29/2014 13:21
187436	10/17/2014	joanns	steveh	plan	200018631 766	02192	PUGET SOUND ENERGY	St. Rt. 20 Electricity	\$24.59	10/29/2014 13:21
187636	10/27/2014	paulinez	steveh	publib	544342005 5	07672	SIEMENS INDUSTRY, INC	VFD PROGRAMMING	\$2,380.95	10/29/2014 13:20
187639	10/27/2014	paulinez	steveh	publib	72484	00369	BLYTHE PLUMBING & HEATING INC	REPAIR - FAN MOTOR	\$2,917.57	10/29/2014 13:20
187633	10/27/2014	paulinez	steveh	publib	733034394 001	01962	OFFICE DEPOT	OFFICE SUPPLIES	\$87.69	10/29/2014 13:20
187635	10/27/2014	paulinez	steveh	publib	733035262 001	01962	OFFICE DEPOT	OFFICE SUPPLIES	\$20.05	10/29/2014 13:20
187630	10/27/2014	paulinez	steveh	publib	SI0006975-US	08345	BIBLIOTHECA ITG. LLC	OFFICE AND OPERATING SUPPLIES	\$1,207.80	10/29/2014 13:21

187626	10/27/2014	paulinez	steveh	publib	81068152	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$37.04	10/29/2014 13:21
187627	10/27/2014	paulinez	steveh	publib	81068153	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$734.38	10/29/2014 13:21
187628	10/27/2014	paulinez	steveh	publib	81068154	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$200.67	10/29/2014 13:21
187640	10/27/2014	paulinez	steveh	publib	72529	00369	BLYTHE PLUMBING & HEATING INC	VFD PURCHASE	\$7,630.81	10/29/2014 13:21
187643	10/27/2014	paulinez	steveh	publib	28743	03611	GEIGER'S CUSTOM CLEANING INC	CUSTODIAL SERVICE	\$1,314.78	10/29/2014 13:22
187644	10/27/2014	paulinez	steveh	publib	154 700 0000 9	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS 1220 10TH STREET	\$234.56	10/29/2014 13:22
187629	10/27/2014	paulinez	steveh	publib	Subscription	02401	SEATTLE TIMES, THE	PERIODICAL - SEATTLE TIMES	\$410.00	10/29/2014 13:23
187645	10/27/2014	paulinez	steveh	publib	137-256- 0043-8	02997	WASTE MANAGEMENT OF SKAGIT	RECYCLING PICK-UP 1220 10TH ST	\$102.63	10/29/2014 13:24
187312	10/14/2014	denisev	steveh	pw	0646654- 001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLY- 26" X 150' PAPER ROLL	\$20.53	10/20/2014 13:19
187314	10/14/2014	denisev	steveh	pw	1043602	07181	BUILDERS EXCHANGE OF WA	BXWA - BID ADVERTISEMENTS	\$117.05	10/20/2014 13:19
187310	10/14/2014	denisev	steveh	pw	10605	08545	STURDY ENGINEERING CORPORATION	DESIGN 3 BICYCLE STRUCTURES	\$56.25	10/20/2014 13:19
187313	10/14/2014	denisev	steveh	pw	88064	05983	OASYS	LARGE DOCUMENT PAPER	\$477.16	10/20/2014 13:19
187422	10/17/2014	shirleyk	steveh	pw	700088966 9	00129	AMERICAN WATER WORKS ASSN	WATER PUBLICATIONS	\$135.45	10/29/2014 13:21
187441	10/20/2014	shirleyk	steveh	pw	101614	06441	ENGINEERING NEWS RECORDS	2 YEAR SUBSCRIPTION	\$109.00	10/29/2014 13:21
187672	10/28/2014	denisev	steveh	pw	0004	09418	ZERVAS GROUP ARCHITECTS	WWTP ADMIN BLDG PRE- DESIGN	\$6,762.50	10/29/2014 13:23
187665	10/28/2014	denisev	steveh	pw	00172511-B	05880	HDR ENGINEERING INC	WTP CONSTRUCTION ENG 7/27/14 - 8/23/14	\$1,754.52	10/29/2014 13:23

187663	10/28/2014	denisev	steveh	pw	00178638-B	05880	HDR ENGINEERING INC	WTP CONSTRUCTION ENG 8/24/14-9/27/14	\$1,625.87	10/29/2014 13:23
187684	10/28/2014	denisev	steveh	pw	00421948-H	05880	HDR ENGINEERING INC	WWTP E O&M	\$19,213.84	10/29/2014 13:23
187685	10/28/2014	denisev	steveh	pw	00423367-H	05880	HDR ENGINEERING INC	WWTP E O&M	\$1,392.33	10/29/2014 13:23
187669	10/28/2014	denisev	steveh	pw	1328-9	06080	MAKERS	2016 COMP PLAN UPDATE - SEPTEMBER 2014	\$2,599.50	10/29/2014 13:23
187681	10/28/2014	denisev	steveh	pw	1410103	02259	REID MIDDLETON INC	INTERSECTION DESIGN - 2014	\$5,966.90	10/29/2014 13:23
187673	10/28/2014	denisev	steveh	pw	14473.00-6	04441	GRAY & OSBORNE INC	WATER SYSTEM PLAN AMENDMENT	\$872.62	10/29/2014 13:23
187670	10/28/2014	denisev	steveh	pw	2014 02-006-3	09329	BUNDLE DESIGN STUDIO	SRTS BICYCLE STRUCTURE DESIGN	\$1,549.44	10/29/2014 13:23
187674	10/28/2014	denisev	steveh	pw	3293320	00717	DAILY JOURNAL OF COMMERCE	AD SRTS BICYCLE COVERED PARKING	\$287.70	10/29/2014 13:23
187668	10/28/2014	denisev	steveh	pw	342	02470	SKAGIT CONSERVATION DISTRICT	NPDES -SEPT PERIOD	\$2,006.04	10/29/2014 13:23
187666	10/28/2014	denisev	steveh	pw	4541	02836	URBAN FORESTRY SERVICES INC	8 MAPLES - TRIP HAZARD COMM'L 7TH & 8TH	\$1,120.00	10/29/2014 13:23
187721	10/28/2014	denisev	steveh	pw	494/498/499/500	04463	CHICAGO TITLE COMPANY	SUBDIVISION GUARANTEE REPORTS-SHJARBACK	\$1,085.00	10/29/2014 13:23
187687	10/28/2014	denisev	steveh	pw	50847781	09492	TETRA TECH INC	NPDES & STORMWATER CIP/COMP PLAN	\$4,767.80	10/29/2014 13:23
187675	10/28/2014	denisev	steveh	pw	BLD-2014-0478	00146	ANACORTES, CITY OF	MT ERIE COVERED BICYCLE PARKING	\$1,067.51	10/29/2014 13:23
187676	10/28/2014	denisev	steveh	pw	BLD-2014-0479	00146	ANACORTES, CITY OF	ANACORTES MIDDLE SCHOOL COVERED BICYCLE PARKING	\$1,101.34	10/29/2014 13:23
187679	10/28/2014	denisev	steveh	pw	BLD-2014-0481	00146	ANACORTES, CITY OF	ISLAND VIEW COVERED BICYCLE PARKING	\$650.06	10/29/2014 13:23
187239	10/10/2014	jackson m	steveh	pwfac	849633/1	00021	ACE HARDWARE	WALL ANCHORS	\$3.60	10/20/2014 13:20

187238	10/10/2014	jackson m	steveh	pwfac	A915356	02405	SEBO'S DO-IT CENTER	FACILITY REPAIRS	\$37.94	10/20/2014 13:20
187237	10/10/2014	jackson m	steveh	pwfac	B275600	02405	SEBO'S DO-IT CENTER	COAT HOOKS	\$20.59	10/20/2014 13:20
187403	10/16/2014	jackson m	steveh	pwfac	101414	09485	AIR HEALTH SERVICES	CLEANING DUCTWORK ON HVAC SYSTEM @ FIDALGO CENTER	\$2,604.00	10/29/2014 13:27
187468	10/20/2014	jackson m	steveh	pwfac	101614	09485	AIR HEALTH SERVICES	FIRE STATION 1 HVAC SYSTEM CLEANING	\$2,256.80	10/29/2014 13:27
187469	10/20/2014	jackson m	steveh	pwfac	35472	00003	A-1 MOBILE LOCK AND KEY	CABINET LOCK REPAIR	\$165.46	10/29/2014 13:27
187496	10/21/2014	jackson m	steveh	pwfac	850332/1	00021	ACE HARDWARE	REPLACEMENT LIGHT FIXTURE FOR CUSTODIAL CLOSET IN BASEMENT	\$29.28	10/29/2014 13:27
187495	10/21/2014	jackson m	steveh	pwfac	A919588	02405	SEBO'S DO-IT CENTER	REPLACEMENT DOOR STOP	\$2.48	10/29/2014 13:27
187510	10/22/2014	russ	steveh	pwfac	0647476- 001	00306	BAYSHORE OFFICE PRODUCTS	Labels for mailing GUEP materials	\$29.07	10/29/2014 13:27
187509	10/22/2014	russ	steveh	pwfac	1032815	02681	SURETY PEST CONTROL	Monthly Pest Inspection at Civt Hall	\$43.40	10/29/2014 13:27
187631	10/27/2014	russ	steveh	pwfac	1512048- 0043-8	02997	WASTE MANAGEMENT OF SKAGIT	Fidalgo Center recycle invoice	\$91.91	10/29/2014 13:27
187638	10/27/2014	russ	steveh	pwfac	440400000 00	00494	CASCADE NATURAL GAS CORP.	Monthly invoice Fidalgo Center	\$205.01	10/29/2014 13:27
187637	10/27/2014	russ	steveh	pwfac	795700000 04	00494	CASCADE NATURAL GAS CORP.	Monthly Invoice city hall	\$224.72	10/29/2014 13:27
187632	10/27/2014	russ	steveh	pwfac	A920331	02405	SEBO'S DO-IT CENTER	Dish soap	\$4.65	10/29/2014 13:27
187634	10/27/2014	russ	steveh	pwfac	A921687	02405	SEBO'S DO-IT CENTER	LED bulb for city hall flag	\$29.28	10/29/2014 13:27
187653	10/28/2014	jackson m	steveh	pwfac	0952- 723864	00088	ALL PHASE ELECTRIC SUPPLY CO.	REPLACEMENT LAMPS	\$140.18	10/29/2014 13:27
187654	10/28/2014	jackson m	steveh	pwfac	850549/1	00021	ACE HARDWARE	REPLACEMENT WEATHERSTRIPING	\$8.78	10/29/2014 13:27
187527	10/22/2014	valora	steveh	wapark	S00794487 03001	01446	KELLER SUPPLY COMPANY	toilet for WA Park	\$291.38	10/29/2014 13:20

187452	10/20/2014	valora	stevh	wapark	850056/1	00021	ACE HARDWARE	Broom, debris pan - WA Park	\$33.07	10/29/2014 13:21
187530	10/22/2014	valora	stevh	wapark	refundwp	09490	JOHNSON, PAT	refund group picnic shelter rental fee	\$62.00	10/29/2014 13:23
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ORDINANCE NO. 2939

AN ORDINANCE AMENDING CHAPTER 10.08 AMC AND ORDINANCE NO. 2508 AND CLARIFYING THE SPEED LIMITS FOR CERTAIN STREET NAMES WITHIN CITY LIMITS

**THE CITY COUNCIL OF THE CITY OF ANACORTES DOES HEREBY
ORDAIN AS FOLLOWS:**

FINDINGS

WHEREAS, recitals in Chapter 10.08 of the Anacortes Municipal Code should be clarified regarding certain speed limits within City Limits; and

WHEREAS, the Anacortes Municipal Code should state that the speed limit on all roads in Skyline Division 6 is 20 MPH; and

WHEREAS, the speed limit on H Avenue, from 41st Street to the southern terminus of H Avenue is currently 35mph; and

WHEREAS, the Traffic Safety Committee has recommended to the Public Works Director to lower the speed limit on H Avenue, from 41st Street to the southern terminus of H Avenue to 25mph to provide a safer environment for the non-motorized users of the roadway; and

WHEREAS, in Chapter 10.08.030, Increased Speed Limits, H Avenue is incorrectly listed as Heart Lake Road, which error should be corrected,

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Anacortes as follows:

Section 1. A new “Section D” shall be added to Chapter 10.08.020 of the Anacortes Municipal Code to read as follows:

“It is determined upon the basis of engineering and traffic investigation that a speed limit of twenty-five mph is greater than is reasonable or safe under the conditions found to exist upon the following streets: All streets or parts of streets in Skyline Division 6, designated as follows: Yorkshire Drive, Devonshire Drive, Dublin Place, Bane Place, Grant Place, View Place, Dundee Place, Baron Place, and Twin Place It is declared that the speed limit shall be twenty miles per hour on those foregoing listed streets and parts thereof.”

Section 2. Line 5 of the matrix list of streets found as part of Section 10.08.030 of the Anacortes Municipal Code is hereby amended to read as follows:

“Heart Lake Road, from the southern terminus of H Avenue to city limit line”

Section 3. Anacortes City Ordinance No. 2508 is hereby amended such that the roadway designated therein as “Heart Lake Road” from 41st Street to a point 1,400 feet south of 41st Street is hereby changed to “H Avenue.”,

Section 4. This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

PASSED AND APPROVED this 3rd day of November, 2014.

CITY OF ANACORTES:

Laurie Gere, Mayor

ATTEST:

Steve Hoglund, City Clerk Treasurer

APPROVED AS TO FORM:

Bradford E. Furlong, WSBA #12924
City Attorney



Welcome to the City of Anacortes, WA



City of Anacortes WSRB

(Washington Survey and Rating Bureau)



Welcome to the City of Anacortes, WA

Insurance Rating System

- 🌐 Remain Class 5 in 2014
- 🌐 Fire Protection System ONLY
- 🌐 Complicated and Cryptic System
- 🌐 Washington Survey Rating Bureau (1911)
- 🌐 Funded through annual assessments
 - 🌐 250 Insurance Companies
 - 🌐 State Farm



Welcome to the City of Anacortes, WA

Insurance Rating System

Lowest Rates

Highest Rates



1 2 3 4 5 6 7 8 9 10

Best

No Fire Protection



Welcome to the City of Anacortes, WA

W.S.R.B Services

- 🌐 Public Protection Class – Community Evaluation
 - 🌐 700 Jurisdiction
 - 🌐 50% are Class 7 or better
- 🌐 Building Code Effectiveness Grading Schedule
 - 🌐 Building
 - 🌐 Fire
 - 🌐 Ancillary Codes
- 🌐 Specific Building Ratings
 - 🌐 Loss Cost

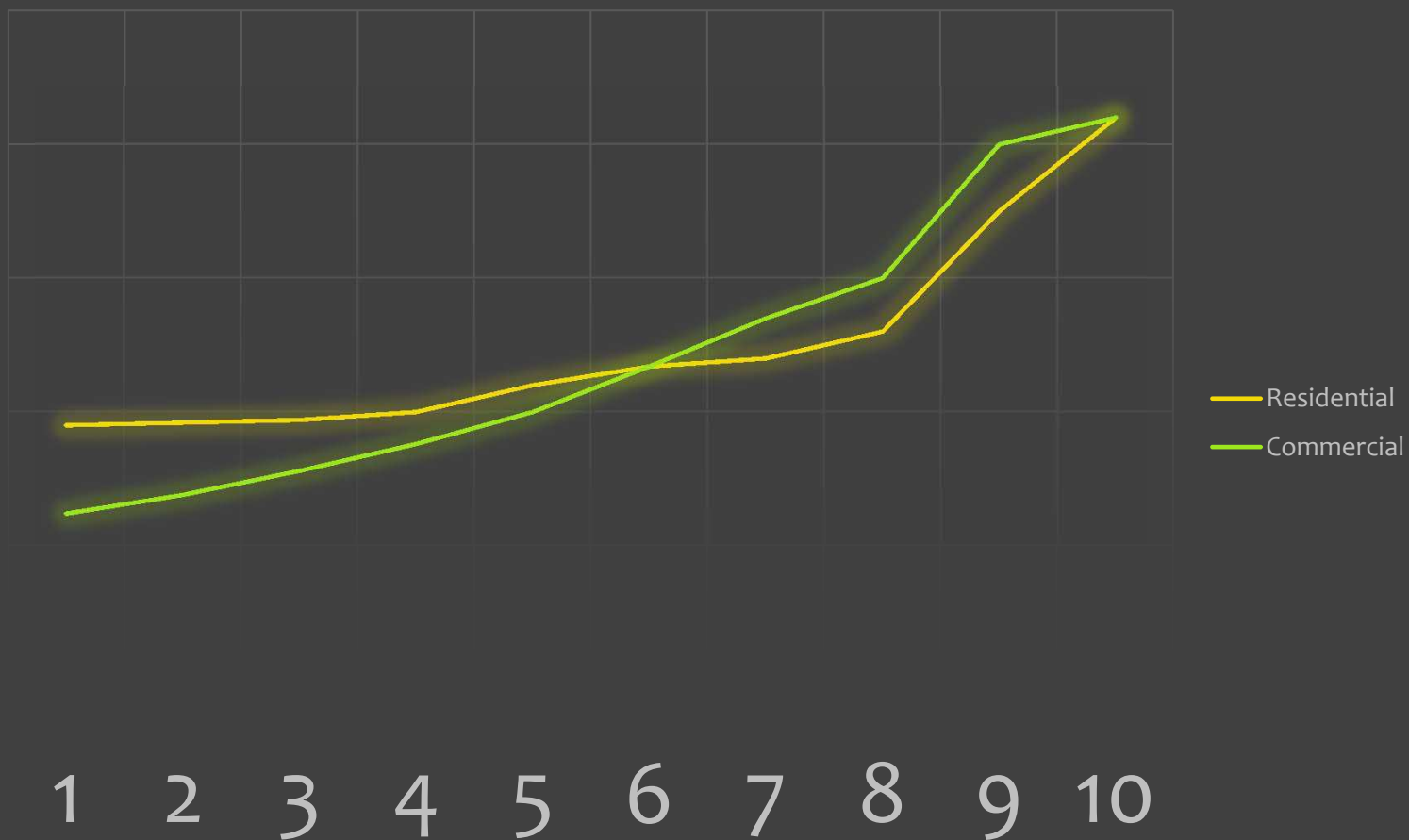


Welcome to the City of Anacortes, WA



Relative Difference Insurance Rates

(Robert Ferrell - WSRB)





Welcome to the City of Anacortes, WA



BASIC FIRE FLOW	ENGINES	LADDERS	Required FF's
1,000	2	1*	18*
3,000	2	1*	18*
2,500	2	1*	18*
3,000	3	1*	24*
3,500	3	1*	24*
4,000	4	1	30
4,500	4	1	30
5,000	5	2	42
5,500	5	2	42
6,000	6	2	48
6,500	6	2	48
7,000	7	3	60
7,500	8	3	66
8,000	9	3	72
8,500	9	3	72
9,000	10	4	84
10,000	12	5	102
11,000	14	6	120
12,000	15	7	132



Welcome to the City of Anacortes, WA

1993 versus 2014 Rating

🌐 Population: 11,700

🌐 Class 5

🌐 Basic Fire Flow

🌐 3,500 Gallons per Minute

🌐 3 Pumpers and 1 Ladder Truck

🌐 24 Firefighters on Duty
– Max Credit

🌐 Population: 16,900

🌐 Class 5

🌐 Basic Fire Flow

🌐 4,250 Gallons per Minute

🌐 4 Pumpers and 1 Ladder Truck

🌐 30 Firefighters on Duty
– Max Credit



Welcome to the City of Anacortes, WA

Insurance Rating System

ITEM	1993	2014
Water Supply	39% →	35%
Fire Department	39%	40%
Fire Service Communications	9%	9%
Fire Safety Control	13%	16%



Welcome to the City of Anacortes, WA

Insurance Rating System

ITEM	1993	2014
Water Supply	39%	35%
Fire Department	39% →	40%
Fire Service Communications	9%	9%
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Welcome to the City of Anacortes, WA

Insurance Rating System

ITEM	1993	2014
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Fire Department	39%	40%
Fire Service Communications	9%	9%
Fire Safety Control	13% →	16%



Welcome to the City of Anacortes, WA

Comparison of Ratings

Area of Evaluation	1993 % of Total	2014 % of Total	Change	2014 Relative Class
Water	67%	78%	+11%	3
Fire Department	44%	46%	+2%	6
Communications	50%	62%	+12%	4
Fire Safety	33%	40%	+7%	6
Divergence	16	.19		



Welcome to the City of Anacortes, WA

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Welcome to the City of Anacortes, WA

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Divergence	16	.19		



Welcome to the City of Anacortes, WA

Water Supply – 35%

Relative Rating

Class 3

- | | |
|--|------------|
| 🌐 Adequacy of Water Supply | 94% |
| 🌐 Distribution of Hydrants | 98% |
| 🌐 Hydrant Size and Fittings | 95% |
| 🌐 Operation and Maintenance | 47% |
| ➤ Hydrant Inspection Frequency | |
| ➤ More frequent inspection & testing of valves, pumps, etc.. | |



Welcome to the City of Anacortes, WA

Fire Department – 40%

Relative Rating

Class 6



Pumpers

67%



1 additional pumper required



Ladder Trucks

96%



Distribution of Stations

90%



Pumper Capacity

92%



Welcome to the City of Anacortes, WA

Fire Department – Continued

- 🌐 Equipment Maint./Age 69%
- 🌐 Number of Officers 65%
- 🌐 Department Staffing 29%
 - 6 FF's per required Engine and Ladder. Vol's & Off-duty FF's credited 3 to 1.
- 🌐 Water Stream Devices 84%



Welcome to the City of Anacortes, WA

Fire Department – Continued

🌐 Equipment on Apparatus	89%
🌐 Quantity of Hose	99%
🌐 Condition of Hose	80%
🌐 Training	42%
➤ Multi-Company Training	43%
➤ Training Center Training	20%
➤ Pre-Fire Planning	20%



Welcome to the City of Anacortes, WA

Fire Department - Continued

 Response Plans 95%

 Fire Operations 38%

➤ Effective Response Force,
response staffing.

 Special Protection 89%



Welcome to the City of Anacortes, WA

911 Center – 9%

Relative Rating

Class 4

Communications Center

50%

➤ Building Construction,
Security, Access.

CAD System Equipment

68%







Staffing and Training

76%



Welcome to the City of Anacortes, WA

Fire Safety – 16%

 Fire Code Oversight	40%
 Fire Code Inspections	26%
 Confidence Testing	100%
 Public Education	4%
 Fire Investigations	80%
 Adoption of Codes	80%

Welcome to the City of Anacortes, WA



Questions?

City of Anacortes 2015 Budget
Adjustments to be made to Preliminary Budget before adoption by Council

11/3/2014

BARS	Line	Change in Amount	Description
001.000.308.90.00	65	\$ 43,100.00	Additional Fund Balance used for VoIP, removal of two revenues
001.000.311.10.00	69	\$ (61,257.47)	Reduce 001 property tax/transfer to 101
001.000.970.00.00	101	\$ (210,000.00)	Convert Street Lights to LED
001.130.334.01.20	107.5	\$ 16,900.00	Office of Public Defense Grant
001.210.54.20.41	280	\$ 30,000.00	Increase in credit card and audit fees
001.220.518.80.42	308	\$ 40,000.00	Include cost of VoIP system
001.310.517.20.20	453	\$ 1,399.44	Increase Long Term Health rates for LEOFF 1
001.310.521.10.10	455	\$ 16,335.61	Remove CSO, add Records Manager
001.310.521.10.20	456	\$ 5,389.55	Remove CSO, add Records Manager
001.310.521.20.10	470	\$ (71,986.10)	Remove Records Manager
001.310.521.20.20	472	\$ (30,123.52)	Remove Records Manager
001.310.521.30.10	476	\$ 2,230.03	Remove Unfilled, add CSO
001.310.521.30.20	477	\$ (4,876.13)	Remove Unfilled, add CSO
001.320.525.60.40	new	\$ 10,929.69	DIS charges for Emergency Operations Center
001.410.334.02.70	193	\$ (3,000.00)	Remove; grant will not be funded in 2015
001.410.341.70.10	195	\$ (100.00)	Remove budget, amount not expected to be received
001.410.362.40.30	197	\$ (5,109.00)	Transfer budget to fund 101
001.713.518.30.48	777	\$ (210,000.00)	Convert Street Lights to LED
001.713.575.50.10	779	\$ (16,154.90)	Remove Suzan/Transferred to 101
001.713.575.50.20	781	\$ (8,140.57)	Remove Suzan/Transferred to 101
001.713.575.50.31	782	\$ (5,000.00)	Remove/transfer to 101
001.713.575.50.41	783	\$ (4,000.00)	Remove/transfer to 101
001.713.575.50.46	788	\$ (2,071.00)	Remove/transfer to 101
001.713.575.50.47	789	\$ (21,000.00)	Remove/transfer to 101
001.713.575.50.48	790	\$ (10,000.00)	Remove/transfer to 101
101.410.311.10.00	796	\$ 61,257.47	Increase property tax/transferred from 001
101.410.362.40.02	new	\$ 5,109.00	Transferred from 001, senior center rental revenue
101.410.575.52.10	new	\$ 16,154.90	Add Suzan/Transferred from 001
101.410.575.52.20	new	\$ 8,140.57	Add Suzan/Transferred from 001
101.410.575.52.31	new	\$ 5,000.00	Transferred from 001
101.410.575.52.41	new	\$ 4,000.00	Transferred from 001
101.410.575.52.46	new	\$ 2,071.00	Transferred from 001
101.410.575.52.47	new	\$ 21,000.00	Transferred from 001
101.410.575.52.48	new	\$ 10,000.00	Transferred from 001
103.440.362.50.00	new	\$ 1,500.00	Community Solar Lease
103.440.572.20.45	959-962		Correct line references in notes
103.440.572.50.40	966		Correct line references in notes
104.720.316.40.00	new	\$ 200,000.00	Increase utility tax revenue
104.720.397.00.00	new	\$ 210,000.00	Convert Street Lights to LED
104.720.397.00.00	1003	\$ (200,000.00)	Utility tax will go straight to Fund 104
104.720.542.63.48	1045	\$ 210,000.00	Convert Street Lights to LED
105.720.595.62.63	1126		Remove reference to City Match in the description
180.240.558.60.45	1356	\$ 16,000.00	DNR lease increase
611.320.517.20.20	2189	\$ 3,598.56	Increase Long Term Health rates for LEOFF 1

RESOLUTION NO. 1904

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES,
SETTING THE CITY'S YEAR 2015 PROPERTY TAX REGULAR LEVY INCREASE

WHEREAS, the City Council of the City of Anacortes attest that the population of the City of Anacortes is more than ten thousand; and

WHEREAS, the City Council had properly given notice of the public hearing held November 3, 2014, to consider the City's current expense budget for the 2015 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, has determined that the City of Anacortes requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in value of state-assessed property, in order to discharge the expected expenses and obligations of the City and in its best interest; now therefore, be it

RESOLVED, BY THE City Council of the City of Anacortes that an increase in the regular property tax levy, in addition to any amount resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, is hereby authorized for the 2015 levy in the amount of \$45,326.61, which is a percentage increase of one percent (1%) from the previous year.

ADOPTED, at the regular meeting of the City Council of the City of Anacortes, this 17th day of November 2014, by a majority of the members.

City of Anacortes, Washington

BY: _____
Laurie Gere, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

City of Anacortes
Comparison of CFP to Budget, 2015
as of 8/27/2014

CFP No.	Department	CFP Item	2015 CFP	2015 Budget	Difference	Remarks
ER-1501	Equipment Rental	New Ford Escape	\$ 25,000	\$ 25,000	\$ -	
ER-1502	Equipment Rental	New Polaris Ranger for ACFL	\$ 26,000	\$ 26,000	\$ -	
ER-714	Equipment Rental	Replace #124 - Ford van, Building Dept.	\$ 25,000	\$ 25,000	\$ -	
ER-723	Equipment Rental	Replace #704 Mower, Street Dept.	\$ 150,000	\$ 150,000	\$ -	
ER-724	Equipment Rental	Replace #605 - Dump Truck, Street Dept.	\$ 220,000	\$ -	\$ (220,000)	Should have been moved out a year in CFP
ER-728	Equipment Rental	Replace Equipment Lift	\$ 80,000	\$ 80,000	\$ -	
ER-733	Equipment Rental	Replace ER#148 Dodge Pickup, Street Department	\$ 35,000	\$ 35,000	\$ -	
ER-735	Equipment Rental	Replace #142 3/4 Ton Truck, Street Department	\$ 35,000	\$ 35,000	\$ -	
ER-746	Equipment Rental	Replace #706, 2003 Toro Grounds Mower	\$ 65,000	\$ 65,000	\$ -	
ER-760	Equipment Rental	Replace generator #2-909	\$ 50,000	\$ 50,000	\$ -	
ER-762	Equipment Rental	New International Med-Unit	\$ 235,000	\$ 235,000	\$ -	
ER-763	Equipment Rental	Shop Exhaust Evacuation	\$ 100,000	\$ 100,000	\$ -	
ER-765	Equipment Rental	Police Vehicle Replacement, 3 per year	\$ 140,000	\$ 140,000	\$ -	
FP-1500	Facilities	New City Hall Architectural Study	\$ 10,000	\$ -	\$ (10,000)	
IT-1401	General Government	VOIP Phone System	\$ 65,000	\$ -	\$ (65,000)	May be eligible for grant funding
IT-1500	General Government	E-Record Management System	\$ 50,000	\$ -	\$ (50,000)	
L-005	General Government	New Integrated Library System (ILS)	\$ 24,077	\$ -	\$ (24,077)	
M-1501	General Government	Vintage Garage Row at the Plaza	\$ 20,000	\$ -	\$ (20,000)	
P-009	Parks	H Avenue Park Improvements	\$ 20,000	\$ -	\$ (20,000)	
P-023	Parks	Neighborhood Parks	\$ 20,000	\$ -	\$ (20,000)	
P-035	Parks	SHIP Wetland Interpretive Trail	\$ 325,000	\$ -	\$ (325,000)	Donation and REET dependant
P-040	Parks	Storvik Park Restroom Replacement and Spray Pad	\$ 652,500	\$ 100,000	\$ (552,500)	Restroom in budget, spray park to be added if grant awarded
P-041	Parks	H Ave Park Stream Restoration	\$ 15,000	\$ 5,000	\$ (10,000)	
P-1300	Parks	Pave Storvik Park North Parking Lot	\$ 30,000	\$ 30,000	\$ -	
WP-1400	Parks	Washington Park Upper Restroom	\$ 75,000	\$ 35,000	\$ (40,000)	
PL-010	Planning	Clyde Creek Water Quality Enhancement Project	\$ 18,000	\$ 18,000	\$ -	
PSF-117	Public Safety	Emergency Management Mitigation - Fire Stations	\$ 100,000	\$ -	\$ (100,000)	
SC-006	Sewer	Sewer Line Rehabilitation	\$ 250,000	\$ 300,000	\$ 50,000	
SC-022	Sewer	Sewage Collection System Manhole Repairs	\$ 101,000	\$ -	\$ (101,000)	Covered under I&I and Rehab
SC-028	Sewer	Inflow & Infiltration Reduction	\$ 250,000	\$ 300,000	\$ 50,000	
SPS-600	Sewer	Pump Station Upgrades	\$ 400,000	\$ 400,000	\$ -	
STP-1401	Sewer	WWTP Administration Building Upgrade	\$ 25,000	\$ 200,000	\$ 175,000	

CFP No.	Department	CFP Item	2015 CFP	2015 Budget	Difference	Remarks
STP-1402	Sewer	Incinerator Offgas Scrubbing System	\$ 100,000	\$ 200,000	\$ 100,000	
STP-1403	Sewer	Septic Handling Facility Upgrade	\$ 80,000	\$ 25,000	\$ (55,000)	
STP-601	Sewer	PLC Migration	\$ 225,000	\$ 100,000	\$ (125,000)	
SW-700	Solid Waste	Solid Waste Containers	\$ 20,000	\$ 20,000	\$ -	
SD-100	Storm	Storm Sewer Upgrades and Improvements	\$ 105,060	\$ 105,060	\$ -	
SD-500	Storm	Storm Drain Outfall Reconstruction	\$ 54,590	\$ 54,590	\$ -	
SD-708	Storm	J Avenue and 24th Street	\$ 18,000	\$ -	\$ (18,000)	
SD-709	Storm	M Avenue and 33rd Street	\$ 31,000	\$ -	\$ (31,000)	
T-106	Transportation	Street Maintenance	\$ 1,100,000	\$ 842,000	\$ (258,000)	
T-302	Transportation	Sidewalk Repair/Replacement and ADA Ramps	\$ 150,000	\$ 100,000	\$ (50,000)	
T-503	Transportation	Guemes Channel Trail	\$ 181,000	\$ 910,000	\$ 729,000	
T-709	Transportation	Traffic Calming and Non-Motor. Rdwy. Enhancements	\$ 10,000	\$ 10,000	\$ -	
W-105	Water	Pipeline Replacements	\$ 309,000	\$ 350,000	\$ 41,000	
W-1500	Water	Cathodic Protection Deep Well Rehabilitation	\$ 30,000	\$ 18,000	\$ (12,000)	
W-1501	Water	Radio Telemetry Upgrade	\$ 10,000	\$ 12,000	\$ 2,000	
W-610	Water	Skagit County Coordinated Water System Plan	\$ 150,000	\$ 150,000	\$ -	
WD-1400	Water	Meter Reading Vehicle Transponder Unit	\$ 32,000	\$ 28,600	\$ (3,400)	
WTP-125	Water	Sedimentation Process and Electrical Improvements	\$ 300,000	\$ 500,000	\$ 200,000	
WTP-1500	Water	Intake Low Head Pump Replacements	\$ 350,000	\$ 20,000	\$ (330,000)	
WTP-710	Water	Intake Traveling Water Screen	\$ 240,000	\$ 120,000	\$ (120,000)	
WTP-711	Water	Intake Eductor	\$ 220,000	\$ 110,000	\$ (110,000)	
WTP-712	Water	Reservoir Internal Maintenance	\$ 200,000	\$ 100,000	\$ (100,000)	
WTP-714	Water	Intake Painting	\$ 35,000	\$ -	\$ (35,000)	
			\$ 7,587,227	\$ 6,129,250	\$ (1,457,977)	
				81%	-19%	

2015 Budget General Overview

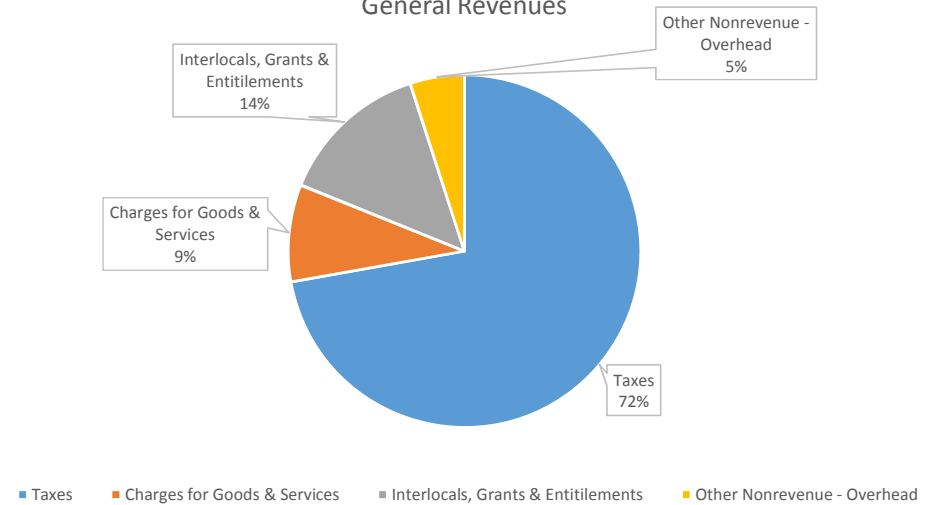
Revenue

Taxes	
Real & Personal Property Tax	\$ 5,058,331.47
Business & Occupation Taxes on Utilities	\$ 3,961,488.48
Local Retail Sales & Use Tax	\$ 3,892,155.29
Relestate Excise Tax REET	\$ 680,710.00
Motor Vehicle Fuel Tax	\$ 331,142.07
Vehicle License Fees (\$20 Tabs)	\$ 250,000.00
Liquor Tax & Profits	\$ 186,727.43
Leasehold Excise Tax	\$ 184,082.16
Charges for Goods & Services	
Ambulance Fees	\$ 920,876.00
Charges for Goods & Services General	\$ 326,327.34
Building Permit Fees	\$ 315,644.00
Franchise Fees	\$ 230,504.06
Interlocals, Grants & Entitlements	\$ 2,801,034.11
Other Nonrevenue - Overhead	\$ 1,003,072.67
	\$ 20,142,095.08

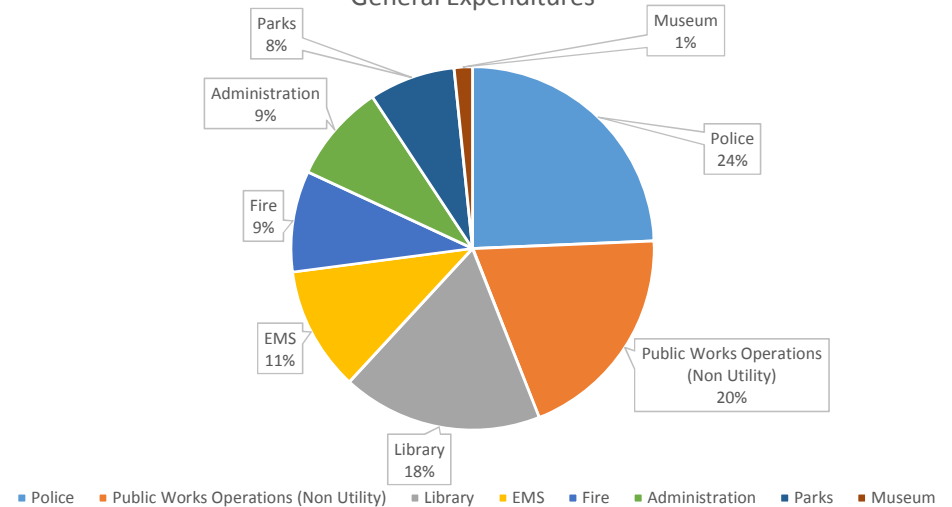
Expenditures

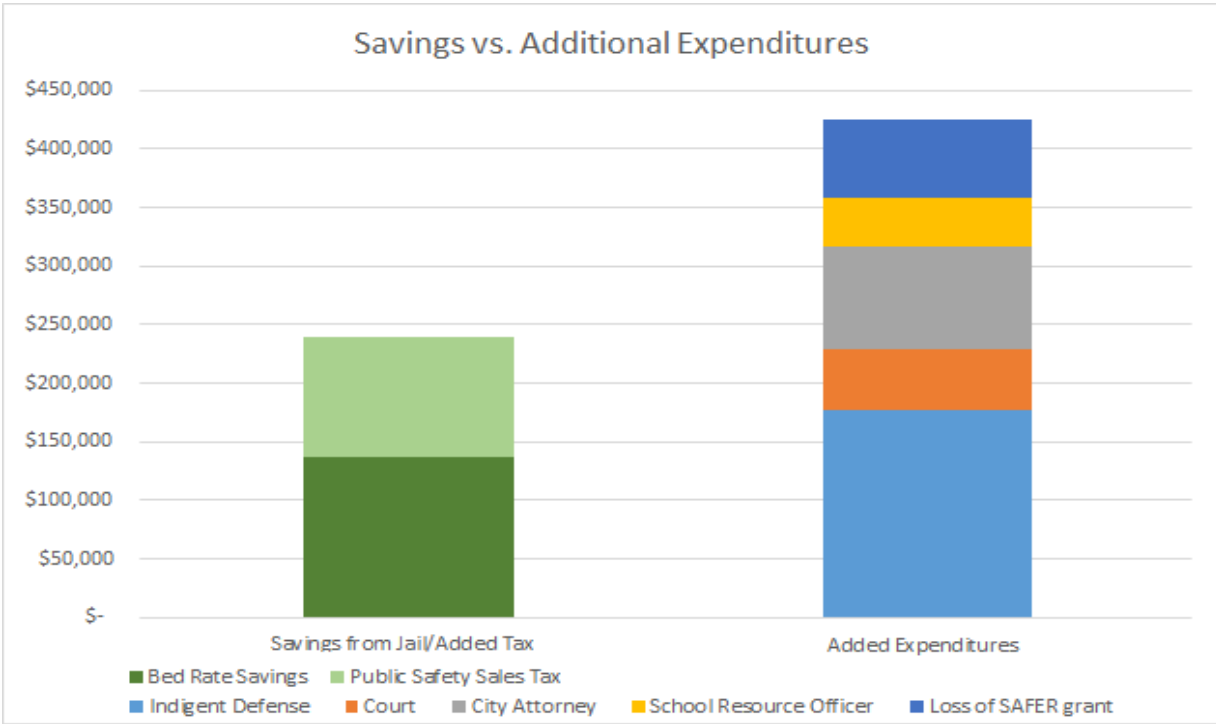
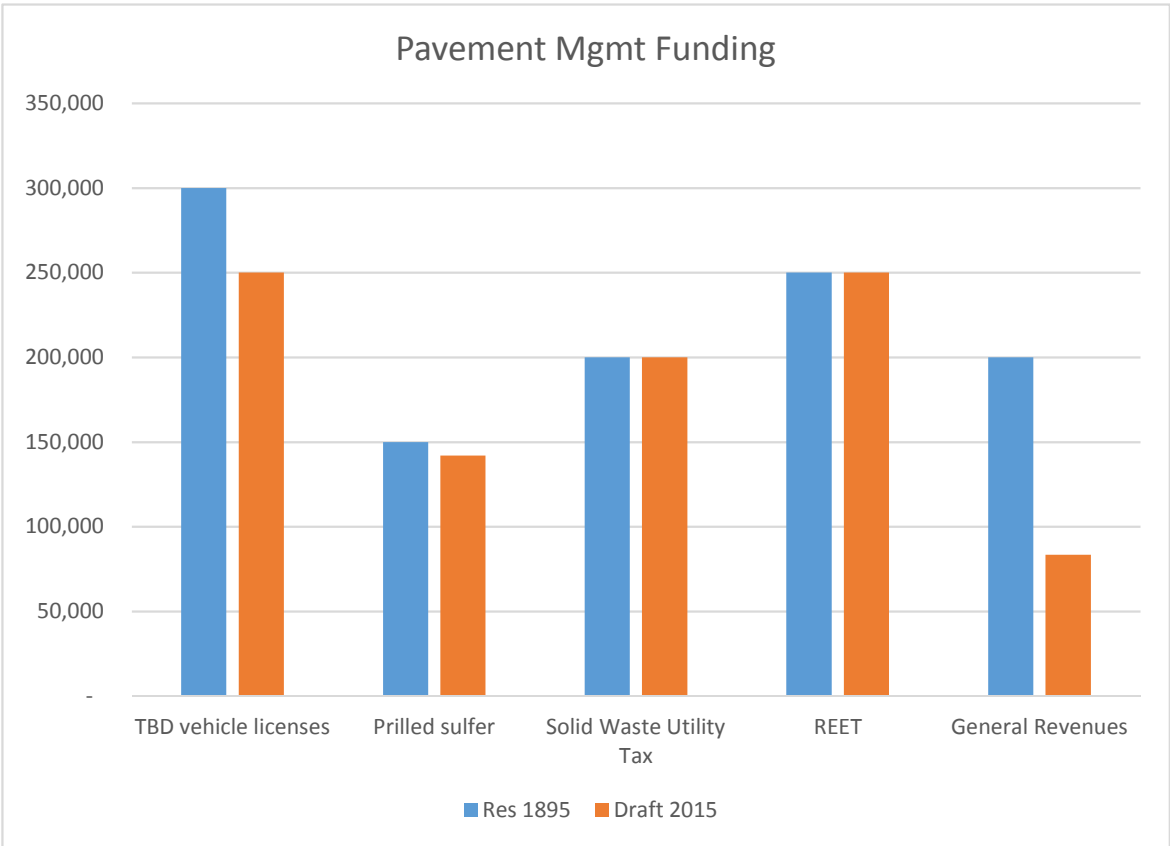
Police	\$ 5,009,433.34
Public Works Operations (Non Utility)	\$ 4,054,701.60
Library	\$ 3,674,925.60
EMS	\$ 2,274,247.70
Fire	\$ 1,853,253.02
Administration	\$ 1,806,822.89
Parks	\$ 1,581,306.86
Museum	\$ 333,900.70
	\$ 20,588,591.71
Fund Balance Banked/(Used)	\$ (446,496.63)

General Revenues



General Expenditures





Road Maintenance Program Funding (Resolution 1898)

	Res 1895	Draft 2015	Adopted 2014	Actual 2013	Actual 2012
TBD vehicle licenses	300,000	250,000	-	-	-
Prilled sulfur	150,000	142,000	140,000	70,771	-
Solid Waste Utility Tax	200,000	200,000	-	-	-
REET	250,000	250,000	550,000	-	110,000
General Revenues	200,000	83,460			
Total Revenues	1,100,000	925,460			

Resolution 1895 was silent on what to use as baseline for additional 200K in General Revenues. This assumes 2013 as baseline.

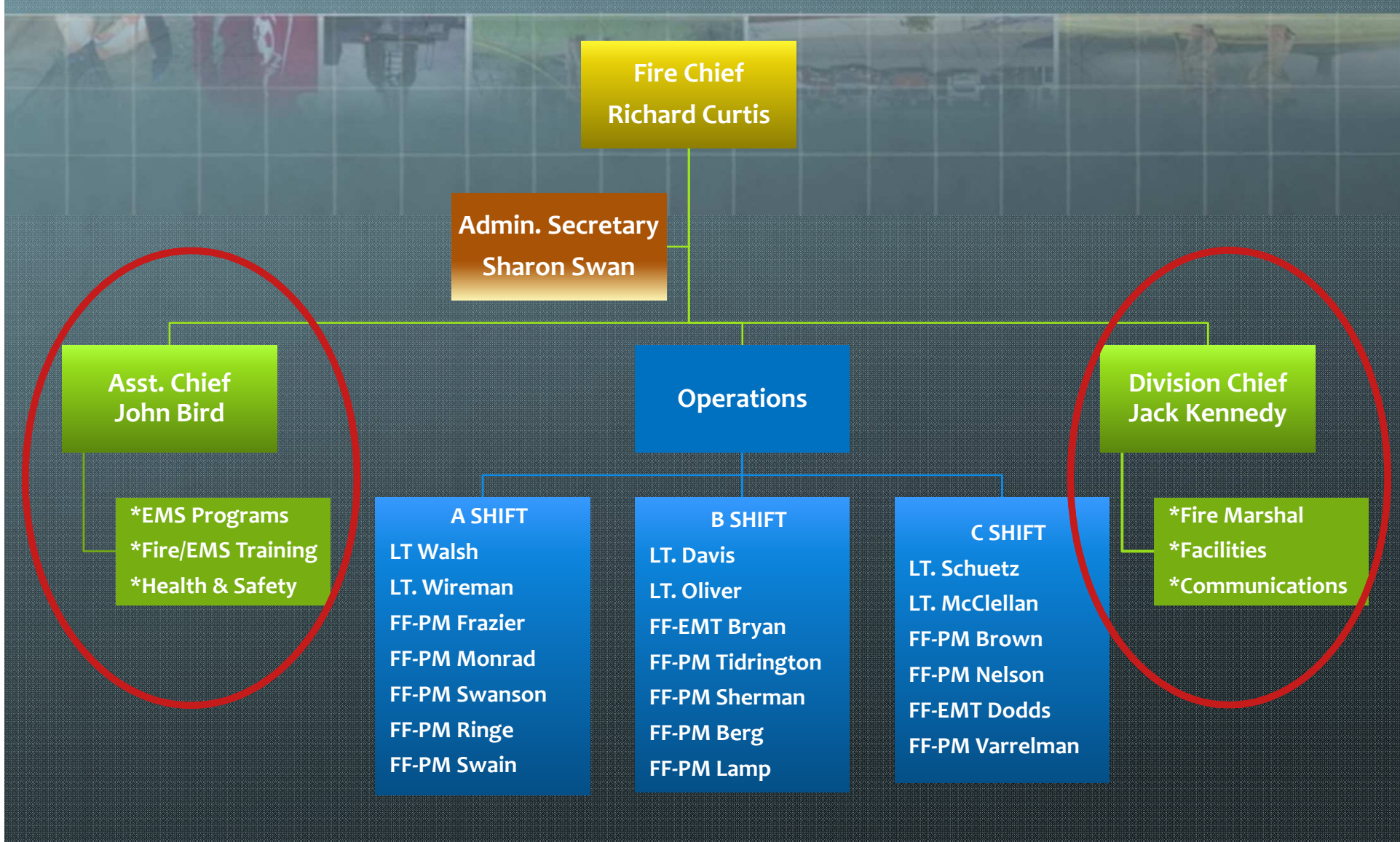
	2015	2014	2013	2012	2011	2010
Total Property Tax Levies	4,623,314	4,532,661	4,438,208	4,356,950	4,267,697	4,203,823
Year to year increase in levy	90,653	94,453	81,258	89,253	63,874	
% increase to prior year	2.0%	2.1%	1.9%	2.1%	1.5%	
Fund 104 Property Tax	753,460	852,550	670,000	683,000	763,144	
% increase over 2013	12%	25%				
Bed rate savings to County Jail:	137,070	137,070	(137,070)	(172,071)	(138,435)	
Public Safety Sale Tax:	103,000	85,833	0	0	0	
Total Budget Benefit:	<u>240,070</u>	<u>222,903</u>				

Indigent Defense	176,880
Court	52,942
City Attorney	86,449
School Resource Officer	42,236
Loss of SAFER grant	66,500
2015 Budget New Expenses:	<u>425,007</u>

Additional Budget Pressure: 184,937



Welcome to the City of Anacortes, WA










Welcome to the City of Anacortes, WA

Service Levels

Fire Suppression Goals

-  2 FF's in 8 Minutes @ 90%
-  15 FF's in 15 Minutes @ 90%

EMS Services Goals

-  Paramedic
 -  Urban – 8 min, Suburban – 15 min, Rural – 30 min @ 90%
-  ALS Transport on Fidalgo and Guemes Island

Fire Inspections

-  Bi-Annual Inspection level

Specialty Services

-  Hazardous Materials – Operations Level
-  Confined Space Technician (Limited)
-  Rope Rescue - Technician Level (Limited)



Welcome to the City of Anacortes, WA

2014 Accomplishments

- 🌐 Regional Communications Grant Project
- 🌐 Transition to New EMS Billing Services
- 🌐 Implement Temporary Pharmaceutical Dispensary
- 🌐 Begin Implementation of Lexipol Policies
- 🌐 Fire/EMS Master Plan
- 🌐 Audit by Washington Survey and Rating
- 🌐 Begin Implementation of EPCR



Welcome to the City of Anacortes, WA

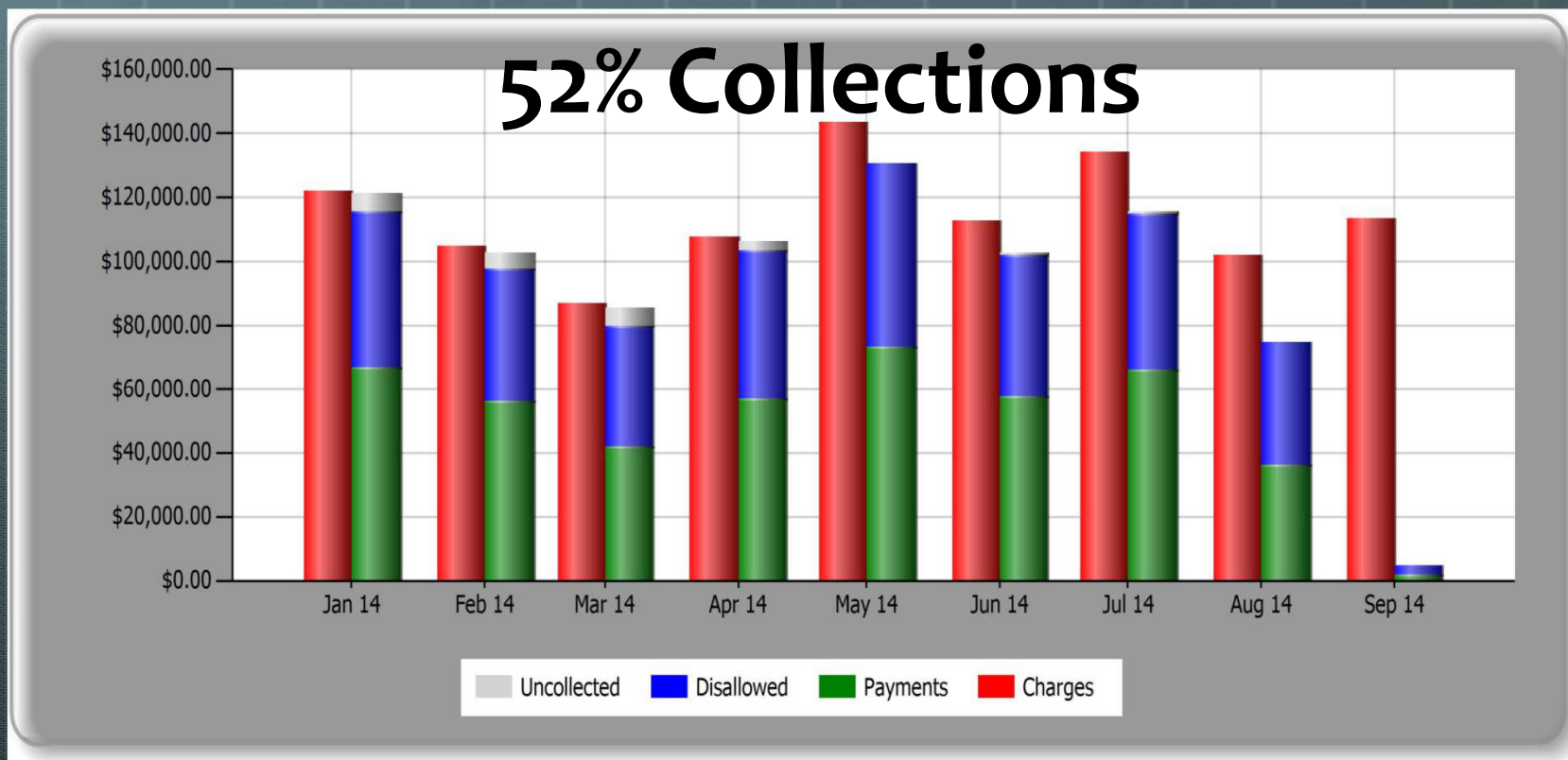
2015 Projects

- 🌐 Council and Mayor determine Fire Protection and EMS Services Levels for next 5-10 Years.
- 🌐 Permanent Pharmaceutical Dispensary
- 🌐 Paint the Main Fire Station
- 🌐 Replace Generator @ Main Station
- 🌐 Support Community Emergency Response Teams and Emergency Preparedness Activities
- 🌐 Re-Apply for Regional Breathing Apparatus Grant

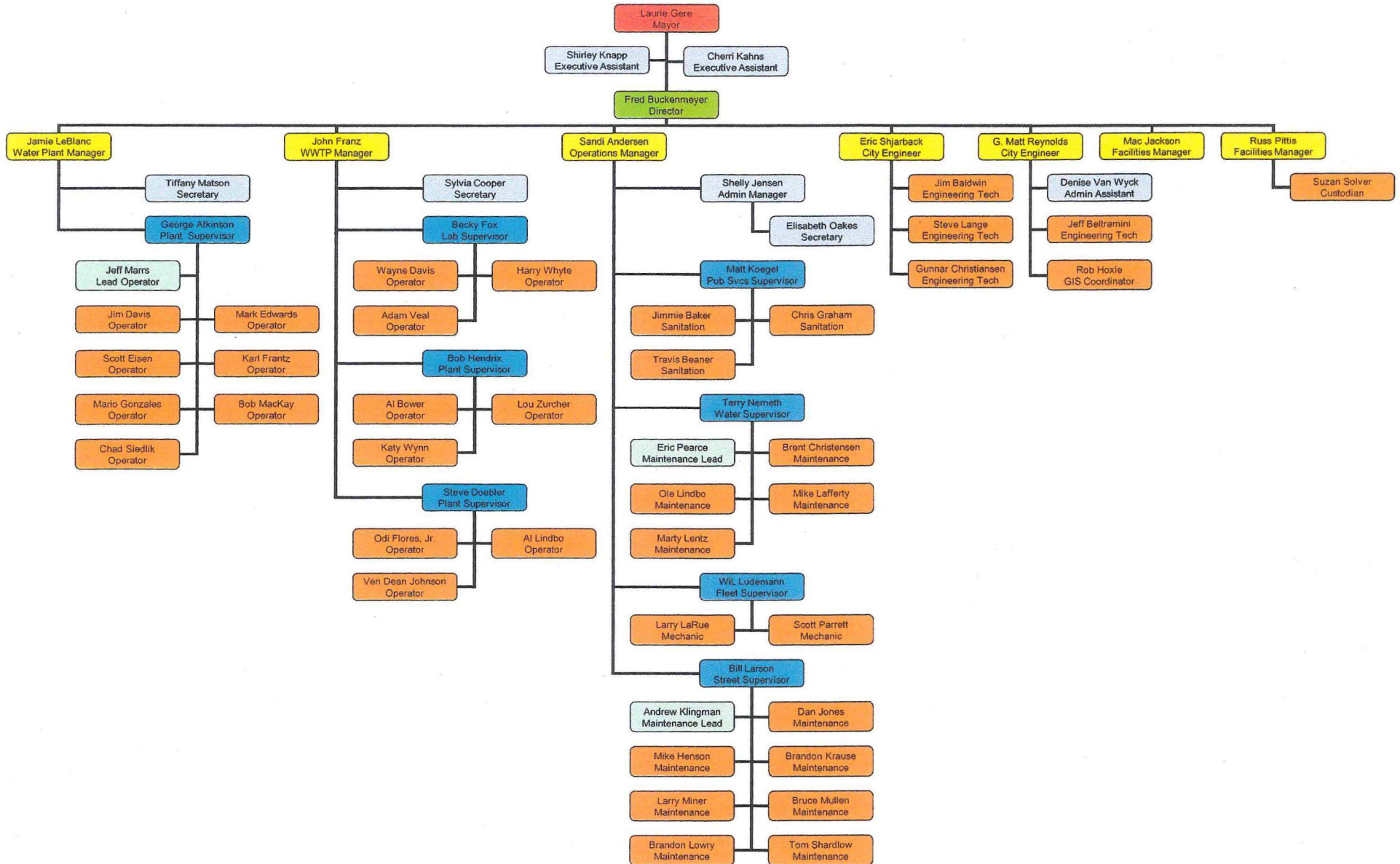


Welcome to the City of Anacortes, WA

Ambulance Revenues



CITY OF ANACORTES PUBLIC WORKS DEPARTMENT



Public Works Department

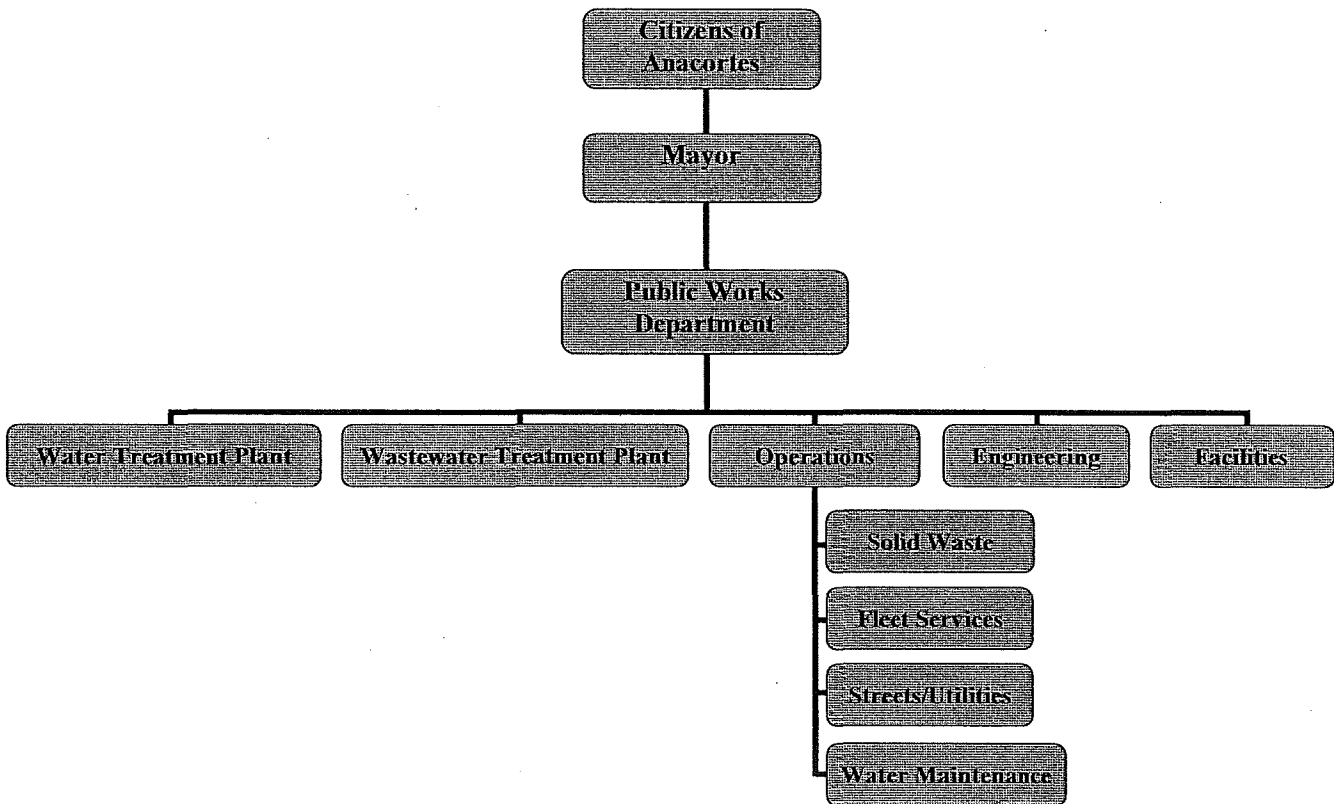
The City of Anacortes Public Works Department is one the oldest and largest departments within city government. Our scope of responsibilities is far reaching affecting our residents, businesses and visitors everyday. When you walk down a sidewalk, drive down a street, draw water from the tap, take your solid waste can to the street, or use a restroom you are benefitting from services that are provided by the City of Anacortes Public Works Department.

The Public Works Department manages the construction of streets and sidewalks, water lines, sewer lines and storm sewer lines; the production and distribution of water to the region; the maintenance of our streets and sidewalks and street signs; the maintenance of our storm water and sewer system; the purchase and maintenance of the vehicle and equipment fleet for the all city departments; the maintenance, repair and construction of all city owned buildings; the management of all activities within the public right of way ranging from street vacations to parades

City of Anacortes Public Works Employees are committed to providing you world class service.

Public Works Mission Statement

ESSENTIAL SERVICES FOR OUR COMMUNITY





Public Works Department:

Water treatment

Water distribution system

Waste water treatment

Waste water distribution system

Solid waste collection

Street maintenance

Storm water treatment and conveyance system

Equipment maintenance and purchase

Facilities maintenance [all city owned buildings]

Public services management

Oversize vehicles

Right of way permits

Street vacations

Encroachment permits

Special events [parades, oyster run etc.]

Engineering department

Design and construction of all capital projects

GIS mapping system for the city

Development related construction activity

Contract management for all city departments

Traffic Safety

Utility Planning

***Water, Sewer, Solid Waste, Storm Water,
Transportation***

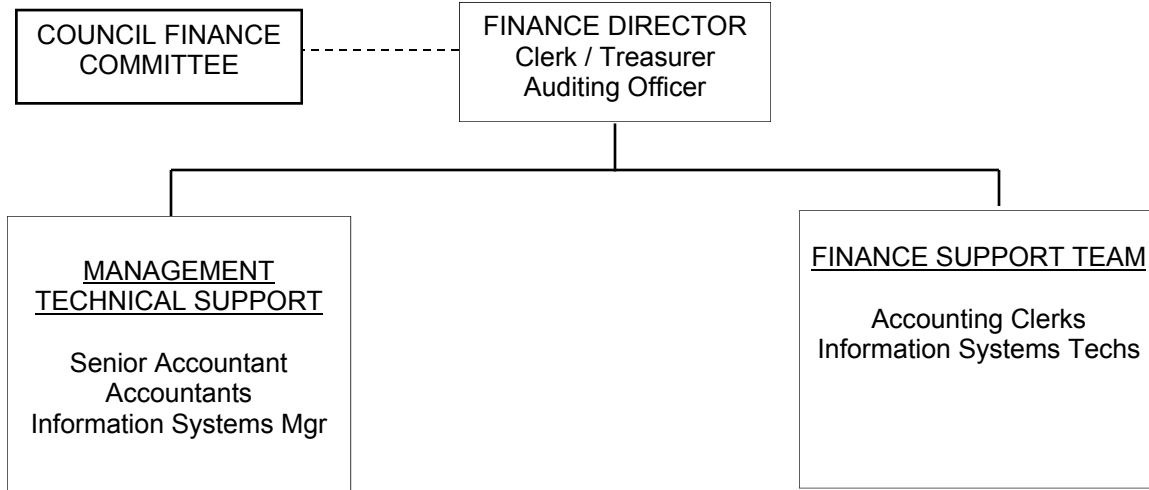


2015 Public Works

General budget goals

- Change out HPS street lighting to LED.
- Modify city hall to accommodate new staff
- Implement Antero Maintenance Software in scheduling facility work orders, Inventory
- Perform formal inspections of each building at least twice a year.
- WWTP Collection System Infiltration Reduction /district U6;
- WWTP Maintenance & repair of the collection system and plant outfall,
- WWTP New electronic Operations & Maintenance (O&M) manual.
- WWTP Upgrades will include
 - Solids Filtrate System
 - Septic Handling Facility
 - Incinerator Off gas Scrubber projects.
 - Pump station upgrades will include updating all the radio communication systems
- Complete the WWTP Administration Building upgrade design
- Overlay / reconstruct D Avenue and associated utility upgrades
- Continue with sidewalk and ADA upgrades and trip hazard issues
- Complete the Sewer system utility plan
- Complete the Storm sewer utility plan
- Decommissioning the old water treatment plant
- Design / build / refurbish the 3 million gallon water tank

CITY OF ANACORTES FINANCE DEPARTMENT



ACCOUNTING

Financial Reporting
Payroll Administration
Accounts Payable
Accounts Receivable
Fixed Asset Accounting
State Tax Reporting
Equipment Rental

CITY CLERK

City Records Retention
City Licenses
Firemen's Pension
Public Disclosure
Notary Services
Administrative Services

FINANCIAL PLANNING

Annual budget
Revenue Projections
Capital Facilities Plan
Special Reports
Research & Analysis

FINANCIAL SYSTEMS & CONTROLS

Internal Controls
Internal Audits
Data Processing
Grant compliance

PURCHASING

Purchasing
Bid Processing
Contract Administration

TREASURY

Revenue Collection &
Accounting
Cash Management
Investments

UTILITY BILLING

Billing & Collections
Customer Service
Account Maintenance

INFORMATION SYSTEMS

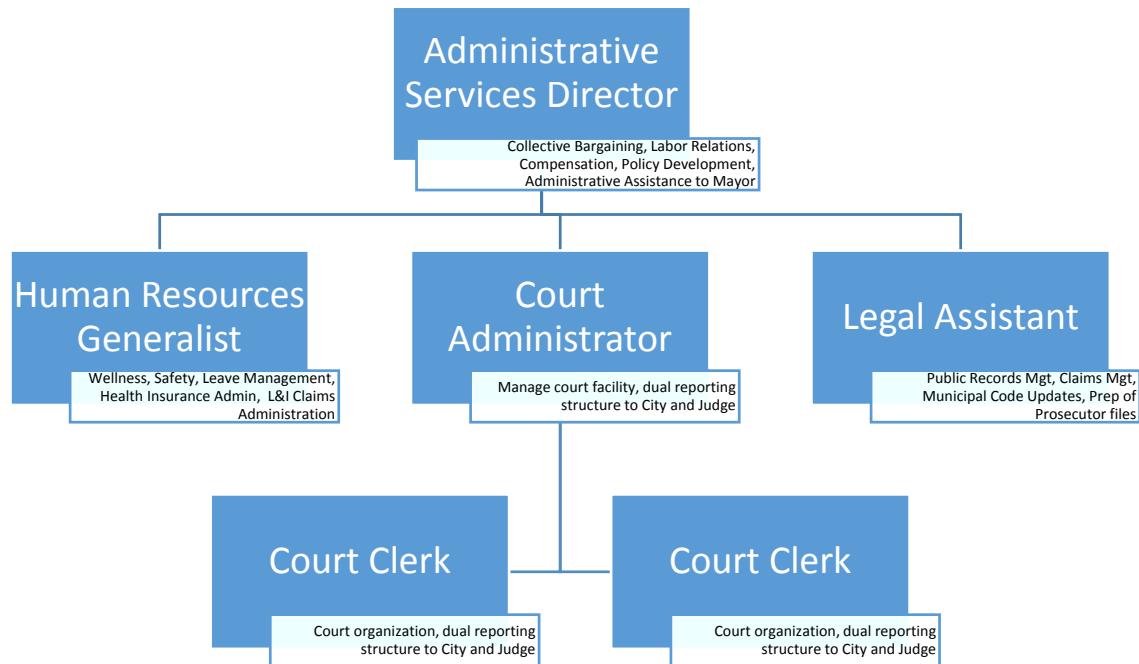
Computing hardware
Computing software
Systems Administration

2015 Department Goals

Credit Card E-Chip conversion, & CC fee assessment
Debt and Investment policy certifications by WPTA
Fund Balance policy implementation
Purchasing policy update
Decision on Vendor List implementation
City wide server operating system upgrade
Implementation of VOIP system
Decision on E-records management system

Administrative Services Budget Overview

In 2014 an Administrative Services Department was established at the City. This department combines the human resources, legal (risk management), and court staff (with dual reporting to Skagit County judges). The Administrative Services Director assists the Mayor in directing, coordinating, and facilitating City projects, programs, and policies.



Human Resources

Human resources provides support to City of Anacortes staff in Compensation and Classification, Employment Law, Diversity and Equal Employment Opportunity, Employee and Labor Relations, Benefits Administration, Civil Service Program Management, Performance Management, Training and Development, Risk Management, Employee Recognition, Staffing/ Succession Planning, and Safety and Wellness

2013 & 2014 Accomplishments

Labor relations are a key component of human resource responsibilities. In 2013, a three- year contract was established with the Teamster's Local 231. Contract negotiations are underway with IAFF 1537 and the Anacortes Police Guild (Commissioned and Non Commissioned) for successor contracts; the three contracts expire on December 31, 2014. Wages and healthcare reform are the focal points of the discussion.

In 2013 the City provided Anti-Harassment and Diversity training for all staff. Training opportunities are now available through an online academy funded by WA Cities Insurance Authority. In 2014, training in risk management, open public meetings, public disclosure, and the impacts of the Affordable Care Act was provided to elected and appointed officials

The Administrative Services department assists in the City's budget development. Director Emily Schuh serves on the AWC Legislative Priorities committee which makes recommendations to the AWC Board of Directors on cities legislative priorities in addition to preparing Anacortes' legislative priorities.

The personnel policies were updated in 2014 and discussion continues on whether or not the policies should apply to the Mayor's position.

The City has proactively worked to contain health insurance premiums.

- \$80k annual cost savings from transitioning LEOFF 1 Medicare eligible employees to new insurance plan
- Strong presence on the Skagit Disability Board policy development (as a non member of the board)
- Dual Insurance available to all employees saving over \$112,000 annually
- AWC Benefit Trust transition to self-insurance and with it a 0% premium increase in 2014.
- In 2015, additional plan offerings will be available to assist in cost containment.

After over a year of discussion and multiple drafts, Council procedures were updated and adopted.

2014 was a busy year for the Civil Service Commission with multiple entry-level oral boards, two promotional tests and assessment centers, and a reclassification of a civil service position. Emily Schuh serves as Civil Service Secretary and Chief Examiner.

Several reclassifications in 2014 will allow better use of our employees and their skillsets in our organization. In 2015, we look forward to bringing the City's public defender and legal assistant in house to ensure that we are providing appropriate indigent defense services. A successor contract with the city prosecutor will be brought forward at the November 17 Council meeting.

2015 Department Goals for the Human Resources Staff

1. Successor bargaining agreements reached with IAFF 1537 and Anacortes Police Guild
2. Health insurance cost containment
3. Personnel Policies update
4. Safety in the workplace
5. Recognition as a WellCity (affords us a 2.0% premium discount on health insurance premiums)

Anacortes Municipal Court

The Anacortes Municipal Court staff is responsible for providing assistance during each court session, maintaining and preparing all of the Municipal dockets, recording the disposition of each case, receiving all court documents and defendant correspondence, and sending timely dispositions to the Department of Licensing. The clerks are responsible for balancing and closing accounts, and preparing requisitions for purchasing and refunding. It is important to the staff that impartial service is provided to all defendants as they maneuver through the judicial process.

Anacortes Municipal Court Caseload Statistics

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Infractions	1,079	806	717	1,543	1,156
Parking	117	110	127	143	100
DUI	129	107	75	78	45
Criminal Traffic	304	276	271	274	179
Criminal Non Traffic	493	412	431	291	189
Civil	4	6	4	2	9
TOTAL	2,126	1,717	1,625	2,331	1,678

(2014 cases are calculated through August 31, 2014)

2015 Department Goals for the Anacortes Municipal Court

- 1) Enhance Municipal Court's web page to allow greater access to the Court and become more interactive by posting on-line court calendars.
- 2) Provide court forms on the website in both English and Spanish formats.
- 3) Continue to review Court procedures and modify as needed.
- 4) Provide ongoing training for Municipal Court clerks.
- 5) Improve courtroom security.
- 6) Coordinate procedures across relevant county/city courts for consistency.
- 7) Improve electronic technology for record keeping for potential of electronic files.

Legal Department

(note: only the Legal Assistant reports to the Administrative Services Director)

The City Attorney provides legal advice and assistance to the city and represents the city in legal matters. Drafts or approves legal documents and contracts. Attends the executive staff, department head and city council meetings.

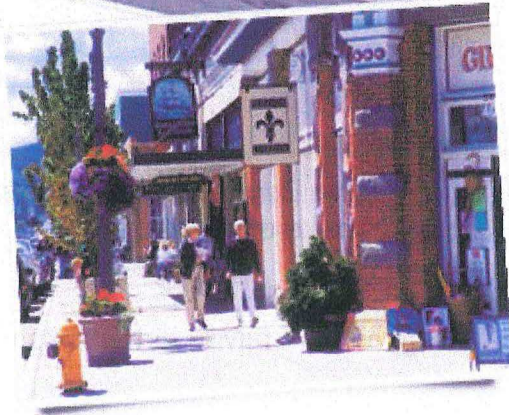
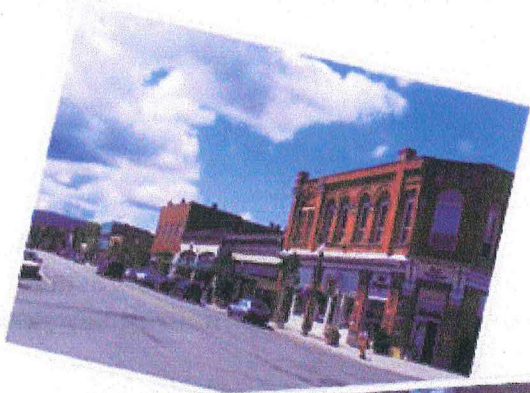
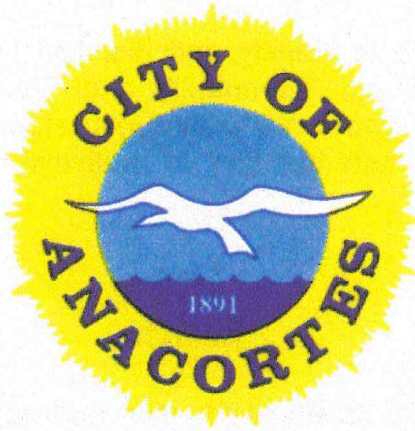
The City Prosecutor is responsible for the prosecution of all misdemeanor charges under city ordinances and is consulted by the police department when charging decisions need to be made, reviewing cases for factual issues and procedural matters.

The Legal Assistant is typically the first contact concerning most legal matters, including claims, criminal prosecutions and civil matters involving the city. Department heads and city staff often first consult the legal assistant; for accountability and in an attempt to limit costs either answering the question/s or pointing them to an alternative resource prior to utilizing the city attorney. Being resourceful to inquiries while limiting costs and being mindful to potential exposure and/or liability.

- *Public Records Management:* Internal controls with consistent accountability of efficient public records with dedication to transparency and compliance to the Public Disclosure Records Act. Copying the city attorney (Public Records Officer) all requests and responses.
- *Claims Management:* compliance and claims adjustment assuring expeditious reporting and communications limiting potential exposure and/or liability. Copying the Administrative Services Director everything as WCIA Delegate. Claims transmittals include:
 - Reporting all occurrences/incidents, claims, and suits in a timely manner, and commence initial investigation as necessary.
 - Ensure departments are provided claim and incident reporting forms and procedures.
 - Maintenance of a central file system.
- *Tourism Contracts Management:* preparation of application schedule, guidelines and advertising working closely with the planning and finance director. Once contracts are approved each request for reimbursement is reviewed thoroughly for financial match availability, confirmation of project funded, budgeted according to scope of work and time line. This will be taken over by the planning department in 2015.
- *Municipal Code Updates:* assuring accurate submittal of materials in a timely manner for inclusion in the Anacortes Municipal Code. Responsible for distribution of updates to city staff and outside attorneys that have requested them. It is very important supplements be incorporated into hard code notebooks to ensure access to accurate information to staff and the public.
- *Preparation of prosecutor files* includes reviewing police reports, defendant's criminal histories and case materials to define offer for resolution and for letters of restitution to victims. Approximately 200 cases a month in 2013, this number will surely increase with new police officers.

2015 Department Goals for the Legal Assistant

1. To assist and assure a smooth transition of new staff in the legal and police departments.
2. Strive to maintain a quality level of service to the public while responding to increasing number of cases filed in municipal court.
3. To persuade and assist with the public defender's office in conversion to electronic records.
4. Full assistance with jury trial preparations; instructions and subpoenas. Scheduling officer, victim and witness interviews. Thorough review of and response confirmation of motions filed by defense attorneys.
5. Work on streamlining court documents and procedures.



Photos by Steve Berentson

Planning, Community, and Economic Development

2015

Goals, Objectives, & Performance Measures

Planning, Community and Economic Development Goals and Objectives

The purpose of this plan is to identify and highlight specific goals and measurable objectives related to Planning, Community and Economic Development, (PCED) mission statement and the goals and objectives established by the department. We have crafted these efforts with the aim of motivating the entire staff toward their achievement.

OUR Mission

Working with the Community to effectively plan and guide the City's physical, social, economic, and sustainable future by providing innovative planning, quality customer service, and exceptional permit review to preserve Anacortes as an attractive place to live and work.

OUR Vision

To be a model building and planning department composed of responsive staff who provide superior customer and technical services and work cooperatively with decision-makers, citizens and other agencies to continuously improve development quality and the environment and act as a catalyst for positive change.

OUR Core Values

Our Core Values guide the Planning, Community & Economic Development Department in how it operates and will be integrated into decisions we make every day.

CUSTOMER SERVICE

We administer customer service with integrity, using collaborative partnerships and innovative solutions.

INTEGRITY

We represent the City by being reasonable, honest, and adhere to strict ethical principles.

COLLABORATIVE

We work in partnership with the community through open dialog.

INNOVATIVE

We are highly creative and strive to utilize new ideas by thinking outside of the box.

Priority Goals

Priority goals identified are instrumental in fulfilling the mission of Planning, Community & Development, but are not all inclusive. Over time our efforts will cause priorities and goals to change and new ideas to evolve which will allow us to focus our energy in ways to make meaningful changes that help us improve, grow and learn. Our promise is what we deliver to our customer and is an expression of who we are, why we exist, and what our job is in the community. The strategies that we have put in place to assist us in adapting to change include:

Priority Goals

1. Customer Service
2. Education
3. Compliance
4. Permitting

Measurable

It is not enough to simply set Priority Goals without measuring the outcome of each.

Workload Measures

- ✓ Total number of land use applications received per year
- ✓ Total number of building permits received per year
- ✓ Total number of building permit inspections performed per year
- ✓ Total number of code enforcement complaints received per year
- ✓ Total number of code enforcement actions finalized per year
- ✓ Total number of customers at the permit center counter per year
- ✓ Total number of volunteer hours for the Planning Commission and Board of Adjustment

Efficiency Measures

- ✓ Percent of land use applications first review within 28 calendar days
- ✓ Percent of notice of applications posted when application is determined complete
- ✓ Percent of building inspecting and re-inspections completed same day as received or when requested to inspect

Effectiveness Measures

- ✓ Percent of code enforcement violations remedied in prescribed time period or immediately upon discovery
- ✓ Percent of plan reviews completed within 10 business days of receipt
- ✓ Percent of land use applications complete upon submittal

Objectives

Each Priority Goal must have an objective:

1. **Customer Service**

Teamwork

- Everyone is familiar with and assists with front counter basics as needed to address walk-in customers upon arrival.

Response

- Log all code violation complaints.

Process Time

- Maintain 10 business day turnaround time for all plan reviews
- Maintain 28 calendar day turnaround on all land use application for first review
- Schedule all inspections immediately upon receipt

2. **Education**

Staff Training

- 10 hours of staff training per employee per year
- Cross train each employee with another employee in the department

Public Involvement

- Offer two information sessions and other civic outreach related to development, planning, building and economic development per year
- Attend at least four community group meetings per year

Elected and Appointed Official

- Support Elected officials in regional planning efforts
- Provide training to appointed officials at least once a year
- Provide department overview to elected and appointed officials at least once a year

3. Compliance

Code Enforcement

- Identify noncompliance early or proactively prevent it from happening by offering friendly reminders and verbal notice before sending violation letters

Educate and Inform

- Create information packets for the public on nuisance issues
- Ensure there is familiarity with the nuisance process and logging the nuisance into the data base amongst staff.

4. Permitting

Improve Automated Capabilities

- Utilize the existing EDEN system to log all application types and for review date comments and approvals
- Train all employees how to use the EDEN system
- Provide access to all staff reports, finding of facts, decisions, and public notices on the website
- Revise and create information packets for all application types
- Ensure staff is familiar with the intake process and logging into EDEN and routing to all necessary departments

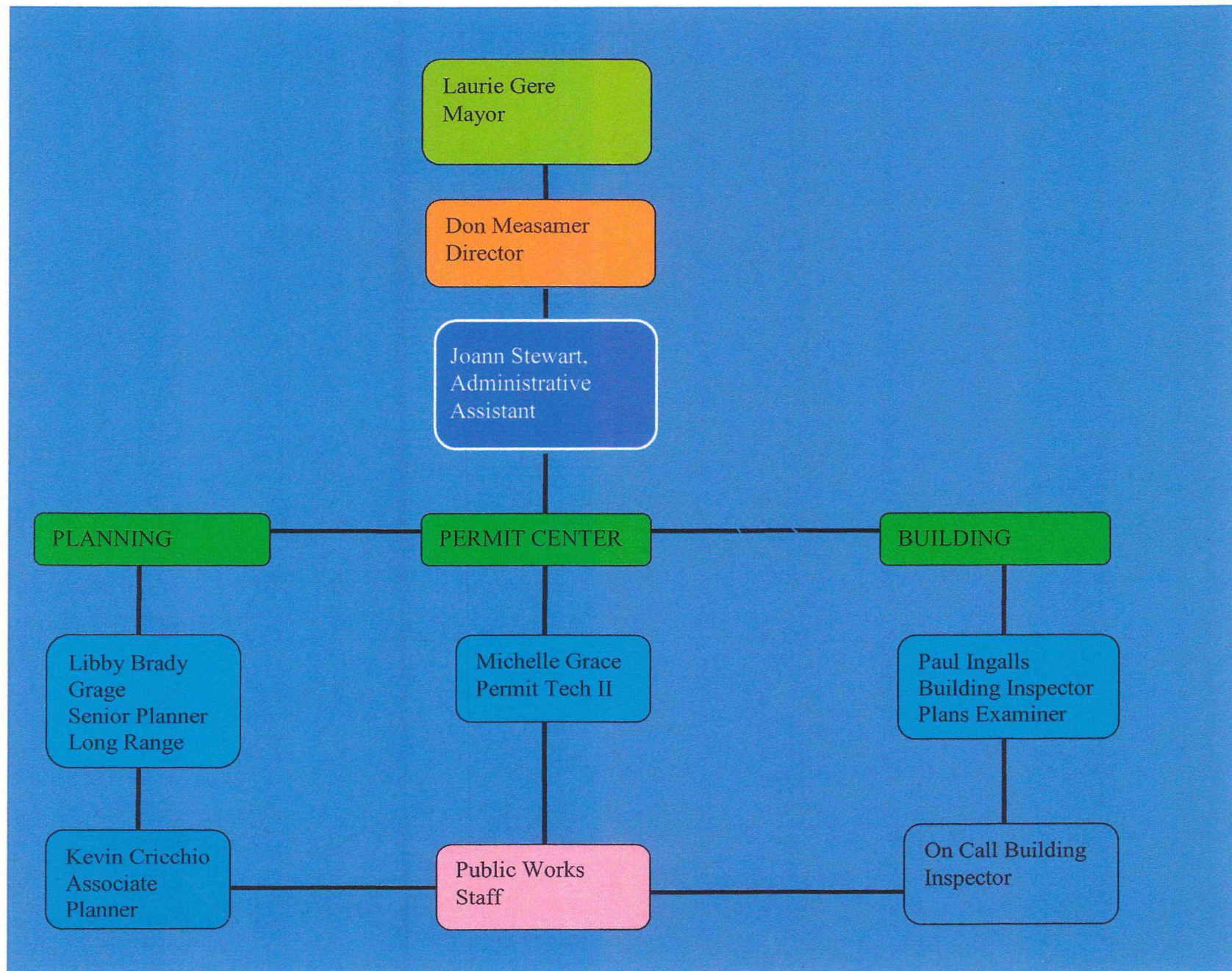
Plan Review

- Provide appropriate staff with the necessary training in plan review for commercial and residential permits
- Complete first review 10 business days from receiving the application

Summary

Department strengths include the diverse professional experience of its personnel who are consistently able to meet the level of service and proficiency expected by the Mayor, City Council, and citizens. A desirable work environment promotes employment stability which leads to proliferation of expertise, institutional knowledge and consistency of standards over an extended period of time. Our department, when compared countywide has excelled during periods of high and low growth and development activity.

Planning, Community & Economic Development



Planning, Community & Economic Development Department

Year to Date Single Family Residence Permits (October 22)

2012 --- 37
2013 --- 75
2014 ---86

Total Permits

2012 --- 395
2013 ---411 (due to SFR alterations)
2014 ---396

Total Plan Reviews Year to Date (October 22)

2012 --- 132
2013 --- 154
2014 --- 227

Year to Date Inspections (September 15)

2012 --- 975
2013 ---1420
2014 --- 1509

Development Review Group Year to Date (September 15)

	Meetings	Projects
2013	38	83
2014	28	53

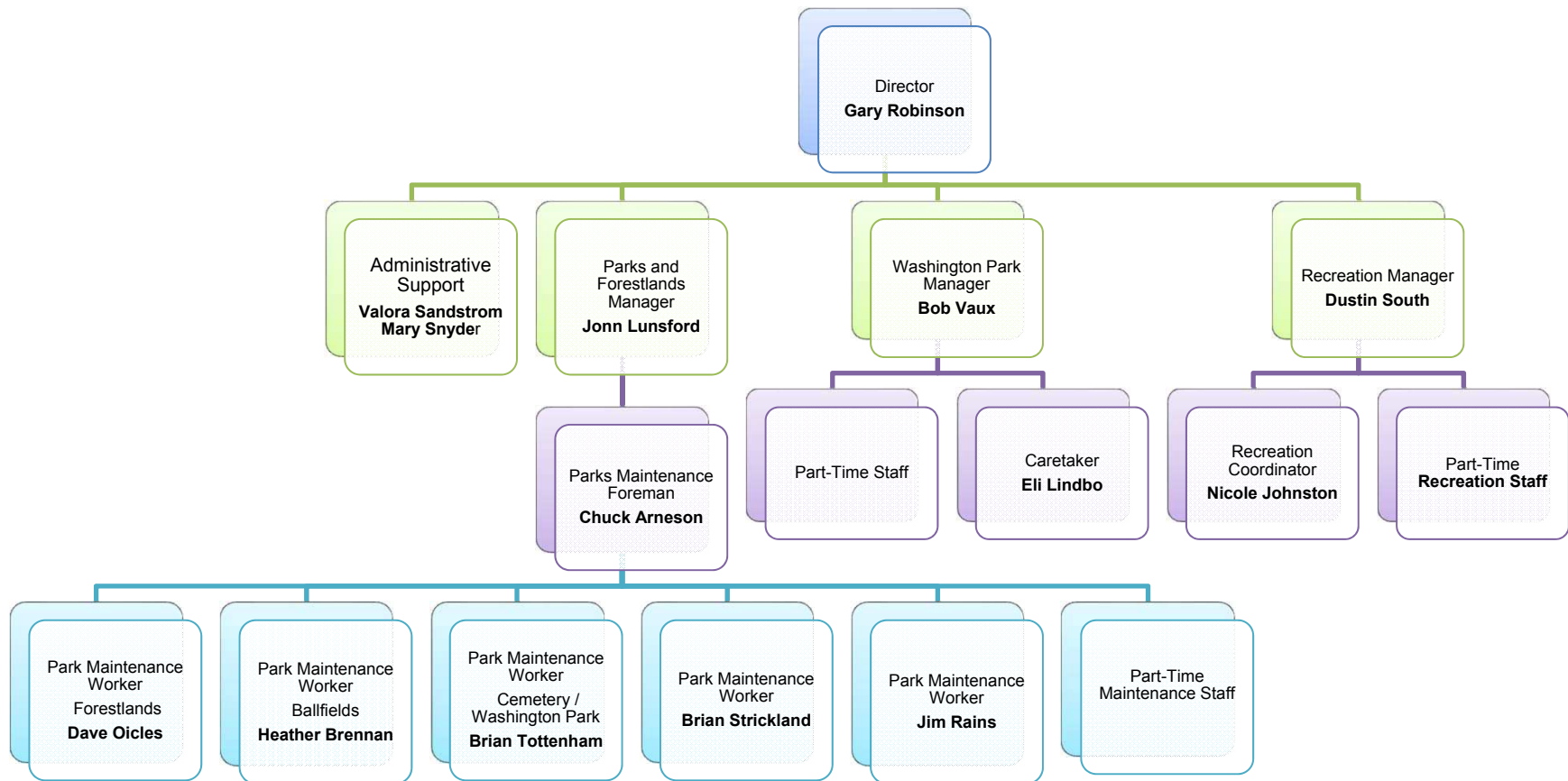
Total Land Use Applications Year to Date (September 15)

2012 --- 44
2013 --- 48
2014 --- 35

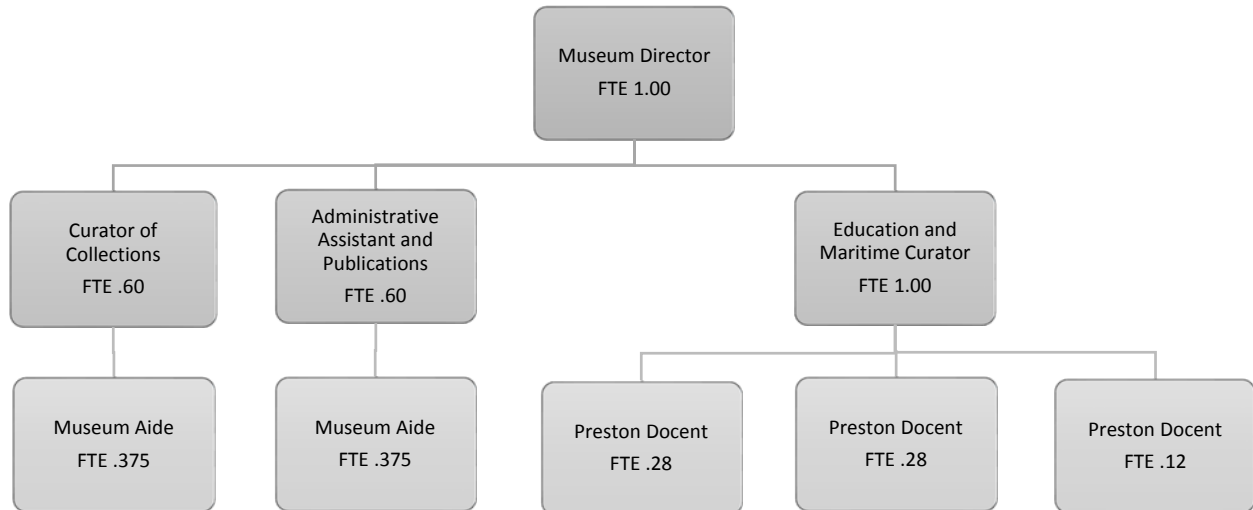
Nuisance Complaints Year to Date (September 15)

2013 --- 36
2014 --- 56 (year to date)

Anacortes Parks and Recreation Organizational Chart



Anacortes Museum Organizational Chart and Budget Overview



The Anacortes Museum serves a diverse constituency. We answer research and information requests for city government, citizens, tourists, media, prospective business owners, educators, and students. We work with researchers on SEPA reviews (including Ecology, State Ferries and WSDOT), and regularly work on initiatives with tribes, schools, the Port, the county museum, Trail Tales, State Parks, and others.

The museum preserves city-owned historic properties such as the Carnegie Library building, the W.T. Preston steamboat and the Tommy Thompson train. The museum also educates and entertains with exhibits such as All in the Same Boat: Anacortes in the Great Depression.

And we reach beyond our museum walls with outdoor exhibit panels and educational presentations as well as making resources available online, serving more than 10,000 individuals in 2013.

Museum Goals for 2015

In 2015, the museum will create a new exhibit at the Maritime Heritage Center that delves into our maritime community's rich traditions and colorful stories, and explore how our waterfront has evolved, through good times and bad, into what it is today. A new Museum book titled "Pictures of the Past" is in development. The book is a compilation of Wallie Funk articles printed in the Anacortes American in the '90s. We are exploring future maintenance needs for existing Bill Mitchell murals...the Anacortes Museum Foundation has agreed to participate in funding such maintenance.

A preliminary design for the proposed “Vintage Garage Row” for the north end of the Depot Plaza is progressing. Working with stakeholders, design work is under way for the purpose of planning and establishing cost.

The Museum budget remains much the same as last year. A notable exception is the increase in salaries due to the hiring of Bret Lunsford in a full time capacity. That made possible a corresponding reduction in the professional services line item (719) due to Bret assuming increased WT Preston maintenance responsibilities. The Preston curator position has been vacant since 2011.