

## **City Council Minutes – April 27, 2020**

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Mayor Laurie Gere called to order the Anacortes City Council meeting of April 27, 2020 at 6:00 p.m. Councilmembers Jeremy Carter, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Matt Miller all participated in the meeting in absentia via video conference.

### **Announcements and Committee Reports**

**COVID-19 Update:** Mayor Gere reported on current COVID-19 case statistics in Skagit County and the City of Anacortes, on the newly opened testing facility in Mount Vernon, and on the Governor’s re-opening of certain construction projects and state facilities.

**Personnel Committee:** Ms. Cleland-McGrath reported from the committee meeting on April 23 which included a staff update on collective bargaining agreements, on wastewater treatment plant staffing during the COVID-19 emergency, and on seasonal workers.

**Fiber Committee:** Mr. McDougall reported from the committee meeting the prior Thursday. He reported on construction status in the first zones, the take rate in Old Town and the other pilot zones, NoaNet’s design for the aerial expansion area, and the transition of City facilities to Anacortes fiber. Mr. Miller reminded that the target for the pilot zones was a 35% take rate and said he was now optimistic that would be achieved.

**Planning Committee:** Mr. Walters reported from the committee meeting earlier in the evening which addressed the public hearing schedule later on the agenda, a possible code update regarding short term rentals, and whether the Tommy Thompson train proposal should be considered by the Planning Committee. He advised that the committee deferred the latter matter back to the Museum Committee.

### **Public Comment**

*Per Section 3 of Resolution 2082 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, the public comment portion of Council meetings and any scheduled public hearings were temporarily suspended to discourage public in-person attendance of City Council meetings. The public was encouraged to comment via email or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to the meeting become part of the record for the meeting, just as if presented in person.*

### **Consent Agenda**

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

- a. Minutes of April 20, 2020
- b. Approval of Claims in the amount of: \$836,183.14
- c. Contract Award: Depot Plaza Restroom - CXT Concrete Building Purchase #20-069-PRK-002
- d. Contract Award: Pump Station 16 Pump Electrical Upgrade - Control Systems #20-118-SEW-002

The following vouchers/checks were approved for payment:  
EFT numbers: 96960 through 96990, total \$770,519.80  
Check numbers: 96991 through 97002, total \$44,984.69  
Wire transfer numbers: 266181 through 267639, total \$12,612.86

## **PUBLIC HEARINGS**

### **Modified Public Hearing: City of Anacortes CDBG Consolidated Plan: 2020 Annual Action Plan**

Mayor Gere explained that per Governor Inslee's Proclamation 20-28, in the interest of public health, the City was not required to host in-person public meetings to meet the requirements of the Open Public Meetings Act. However, the City was required to limit its agenda items during the pendency of the COVID-19 emergency to those items that are necessary and routine or related to the COVID-19 emergency. The mayor advised she had made the determination that the public hearing on the CDBG Consolidated Plan was necessary because it had the potential to make additional funds available to help the community through the challenging financial time caused by the pandemic. She noted that the public had the opportunity to participate in the public hearing via telephone by calling 360-293-1904 or by providing written comment.

Mayor Gere opened the public hearing.

Planning Director Don Measamer noted that the hearing would be left open to conclude at the City Council meeting on May 4, 2020. Mr. Measamer summarized the proposed revisions to the 2020 Action Plan originally proposed, referring to the staff memo in the packet materials for the meeting. The revisions would allocate \$160,000 for business stabilization grants to local small businesses and the remaining \$8,183 of awarded funds for food bank support through the Community Action Food Distribution Center. He noted that grant applicants would need to verify that at least 51% of their employment force was low to moderately low income. Mr. Measamer said the staff anticipated having a draft application ready for review within days. He added that no written comments had been received since the opening of the published public comment period on April 24.

Mr. Measamer requested Council feedback on several parameters for the program.

- Home-based businesses: After considerable discussion, councilmembers generally agreed that home-based businesses should not be precluded from applying but that scoring should favor locally owned businesses with downtown storefronts and applicants who would use the grants to cover rent/mortgage payments and utilities.
- Employee count: Councilmembers discussed whether grants should be limited to businesses with a maximum employee count. Mr. Measamer suggested applications be limited to businesses with not more than 30 employees with a maximum of \$10K awarded per business. Councilmembers did not object.
- Franchise businesses: Mr. Measamer reported that the Planning Committee felt that franchise businesses should not score as highly as non-franchise businesses. Councilmembers did not object.
- Local ownership: Mr. Measamer reported that the Planning Committee recommended that awardees should be headquartered in Anacortes. Councilmembers concurred.
- Gross Income: Mr. Measamer asked if applications should be limited to businesses earning under some threshold amount. No decision was reached on this parameter.

Councilmembers generally favored allowing as many businesses as possible to apply and awarding up to \$10K per business but allowing for smaller awards per business depending on the requests. Ms. Moulton reminded that the intent of the HUD funds was to help individuals retain their jobs and prevent potential homelessness.

Mr. Carter asked what would happen if the City awarded CDBG funds to a business that later received a payroll protection plan loan. Mr. Measamer said staff would consult with the city's HUD representative on that question.

Mr. Measamer said that staff would bring the sample application and scoring sheet to Council for consideration and approval at the May 4, 2020 City Council meeting, then would publish the program as widely as possible.

He noted that \$68K of the HUD funding would be available for immediate award once the Council approved the Action Plan but that the remainder of the funds would not be available from HUD until July 1.

Mayor Gere left the public hearing open to continue at the May 4, 2020 regular City Council meeting.

### **OTHER BUSINESS**

#### **Resolution 2085: Extending the Duration of Resolution 2082 Providing Temporary Procedures to Respond to the COVID-19 Epidemic**

Finance Director Steve Heglund presented the Resolution 2085 as included in the packet materials for the meeting. Mr. Miller asked to specify an end date and suggested July 31, 2020. Several councilmembers voiced support to establishing an end date, acknowledging that some provisions of the original Resolution 2082 would likely be continued through year end.

Mr. Walters moved, seconded by Mr. Young, to approve Resolution 2085 amending Section 1 to read “until *July 31, 2020 or earlier if rescinded by future City Council resolution.*” Vote: Ayes – Young, Walters, Cleland-McGrath, Moulton, McDougall, Miller and Carter. Motion carried.

There being no further business, at approximately 7:00 p.m. the Anacortes City Council meeting of April 27, 2020 was adjourned.