



TOWN COUNCIL AGENDA

November 22, 2022

104 Commercial Street
Upper Maple Center
And by Zoom

Information is below and on the Town Website

Skagit County Washington
Incorporated 1890
www.townoflaconner.org

I. Call to Order

II. Pledge of Allegiance

III. Public Comments (Limit: 3 minutes per person)

IV. Presentations: John Durgin – Gilkey Marketing Icon Project

V. CONSENT AGENDA

A. Consent Agenda (Approved without objection 5/0)

1. Approval of the Minutes: Council Meeting November 8, 2022
Finance:
Approval of Accounts Payable
Approval of Payroll

VI. REPORTS

1. Administrator's Report
2. Mayor's Report
3. Council Committee Reports

VII. UNFINISHED BUSINESS:

1. 2023 Preliminary Budget Discussions

VIII. NEW BUSINESS

1. Agreement – Skagit County Senior Center Funding

IX. MAYOR ROUNDTABLE

X. EXECUTIVE SESSION

There may be an executive session immediately preceding or following the meeting as allowed by RCW 42.30.110 and as announced by the presiding officer.

Join Zoom Meeting – This Meeting will be recorded

<https://us02web.zoom.us/j/86270232522?pwd=bGFLeGhodkYrd2tVTDliWVhBNmhaUT09>

Meeting ID: 862 7023 2522
Passcode: 8hpq2F

One tap mobile – 1-253-215-8782

Meeting ID: 862 7023 2522
Passcode: 126759

Find your local number: <https://us02web.zoom.us/j/kcq3UJeNAq>

Consent Agenda

- 1) Approval of Minutes**
- 2) Approval of Accounts Payable**
- 3) Approval of Payroll**

Town of La Conner

Town Council Special Meeting
November 8, 2022, 5:30 p.m.
Upper Maple Center, 104 Commercial Street
And By Zoom

Present: Councilmembers, Taylor, Carlson, Dole, Chamberlain and Wohleb
Also Present: Administrator Thomas, Finance Director DeGoede, Public Works Director Lease, Planner Davolio, Fire Chief/Code Enforcement Officer Reinstra and Sgt. Montgomery of the Sheriff's Dept.

This meeting was held electronically on Zoom. Information to join was posted at Town Hall and on the Town Website.

The meeting was called to order by Mayor Hayes to discuss the 2023 Budget.

Finance Director DeGoede reviewed the updates to the Budget directed by Council at the last meeting. Council decisions for the 2023 Budget were as followed:

- La Conner After School Program increase from \$7,500 to \$10,000.
- Pay off the 2014 Fire Truck Bond (Fund 212) in 2022.
- Allocate the 1% Fire Safety Tax to reserve for future Fire Equipment.
- The addition to the Street Fund of two speed bumps at \$4,500 each.

There being no further business the meeting ended at 6:00 p.m.

Maria DeGoede, Finance Director

Ramon Hayes, Mayor



TOWN OF LA CONNER

CLAIMS CLEARING

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that the merchandise or services hereinafter specified for **November 22, 2022** have been received and that;

Checks Numbered:	25542 - 25582	\$328,675.77
Auto Payments:	2018055 – Excise Tax	\$8,688.29

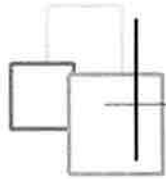
Are approved for a total payment of **\$337,364.06** this 22nd day of November 2022.

Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember



Voucher Directory

Fiscal: : 2022 - November
Council Date: : 2022 - November - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Badger Meter, Inc.					
	25542			2022 - November - 2nd Council Meeting	
		Invoice - 80109834			
			Becan Meter Reading Program		
			401-000-534-80-41-00	Professional Services	\$48.34
		Total Invoice - 80109834			\$48.34
	Total 25542				\$48.34
Total Badger Meter, Inc.					\$48.34
Berit Schweiss					
	25543			2022 - November - 2nd Council Meeting	
		Invoice - SchweissGCDepRef11/5/22			
			Schweiss Garden Club Dep Ref 11/5/22		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$223.00
		Total Invoice - SchweissGCDepRef11/5/22			\$223.00
	Total 25543				\$223.00
Total Berit Schweiss					\$223.00
Byrn, Roger					
	25544			2022 - November - 2nd Council Meeting	
		Invoice - 992008			
			Oct 2022 Fire Hall Cleaning		
			001-000-522-20-48-01	Building Repair & Maintenance	\$250.00
		Total Invoice - 992008			\$250.00
	Total 25544				\$250.00
Total Byrn, Roger					\$250.00
Cascade Natural Gas Corp					
	25545			2022 - November - 2nd Council Meeting	
		Invoice - CascadeNatGasNov2022			
			Utility - Gas		
			001-000-518-30-47-00	Public Utility Services	\$195.77
			204 Douglas-Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$137.27
			12142 Chilberg-Fire Hall		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$387.48
			108 Commercial-MH/MC		

Vendor	Number	Reference	Account Number	Description	Amount
Edge Analytical	25549			2022 - November - 2nd Council Meeting	
		Invoice - 22-35908			
			Heterotrophic Plate Count		
			401-000-534-80-41-00	Professional Services	\$55.62
				Water Testing Samples	
		Total Invoice - 22-35908			\$55.62
		Invoice - 22-35978			
			Coliform Testing		
			401-000-534-80-41-00	Professional Services	\$22.66
				Water Testing Samples	
		Total Invoice - 22-35978			\$22.66
		Invoice - 22-36853			
			Coliform Testing		
			401-000-534-80-41-00	Professional Services	\$22.66
				Water Testing Samples	
		Total Invoice - 22-36853			\$22.66
	Total 25549				\$100.94
Total Edge Analytical					\$100.94
Ericksen & Svendsen	25550			2022 - November - 2nd Council Meeting	
		Invoice - 6953			
			Reclaim		
			403-000-531-38-48-00	Repair & Maintenance	\$124.62
		Total Invoice - 6953			\$124.62
	Total 25550				\$124.62
Total Ericksen & Svendsen					\$124.62
ESO Solutions Inc.	25551			2022 - November - 2nd Council Meeting	
		Invoice - ESO-93895			
			NFIRS		
			001-000-522-20-42-00	Communications	\$86.58
		Total Invoice - ESO-93895			\$86.58
	Total 25551				\$86.58
Total ESO Solutions Inc.					\$86.58
Fastenal Company	25552			2022 - November - 2nd Council Meeting	
		Invoice - WAANA145226			
			Gloves & Wipers		
			412-000-554-90-48-01	Building Repair & Maintenance	\$104.75
		Total Invoice - WAANA145226			\$104.75

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - WAANA145261			
			Wipers		
			409-000-535-80-31-02	Lab Supplies	\$131.22
		Total Invoice - WAANA145261			\$131.22
		Invoice - WAANA145324			
			Gloves		
			409-000-535-80-31-02	Lab Supplies	\$27.96
		Total Invoice - WAANA145324			\$27.96
	Total 25552				\$263.93
Total Fastenal Company					\$263.93
Grainger					
	25553	2022 - November - 2nd Council Meeting			
		Invoice - 9494254643			
			Self Inking Stamp		
			409-000-535-80-31-00	Office & Operating Supplies	\$42.38
		Total Invoice - 9494254643			\$42.38
		Invoice - 9500881793			
			Cut Resistant Gloves		
			412-000-554-90-48-01	Building Repair & Maintenance	\$72.20
		Total Invoice - 9500881793			\$72.20
	Total 25553				\$114.58
Total Grainger					\$114.58
H.D. Fowler Company					
	25554	2022 - November - 2nd Council Meeting			
		Invoice - 16266367			
			Valves, Meter Gaskets & Swivel Nut Connections		
			401-000-534-80-48-03	System Repair & Maintenance	\$1,291.36
		Total Invoice - 16266367			\$1,291.36
	Total 25554				\$1,291.36
Total H.D. Fowler Company					\$1,291.36
Herron Valley, Inc					
	25555	2022 - November - 2nd Council Meeting			
		Invoice - 1122060			
			Cleaned Influent Wet Well & Jetted Lines in Town		
			409-000-535-80-47-02	Sludge Disposal	\$1,425.52
		Total Invoice - 1122060			\$1,425.52
	Total 25555				\$1,425.52
Total Herron Valley, Inc					\$1,425.52

Vendor	Number	Reference	Account Number	Description	Amount
Iconix Waterworks (US) Inc.	25556			2022 - November - 2nd Council Meeting	
		Invoice - U2216055535			
			PVC Conduit		
			412-000-554-90-48-05	Compost Testing/Materials	\$1,281.48
		Total Invoice - U2216055535			\$1,281.48
	Total 25556				\$1,281.48
Total Iconix Waterworks (US) Inc.					\$1,281.48
Island County Fire District #1	25557			2022 - November - 2nd Council Meeting	
		Invoice - 1752			
			Vehicle - Pump Packing & Fuse Replacement		
			001-000-522-20-48-02	Vehicle Repair & Maintenance	\$500.02
		Total Invoice - 1752			\$500.02
	Total 25557				\$500.02
Total Island County Fire District #1					\$500.02
Isomedia.com	25558			2022 - November - 2nd Council Meeting	
		Invoice - 22387-19641			
			WWTP DSL		
			409-000-535-80-42-00	Communications	\$65.94
		Total Invoice - 22387-19641			\$65.94
	Total 25558				\$65.94
Total Isomedia.com					\$65.94
Kenyon Disend	25559			2022 - November - 2nd Council Meeting	
		Invoice - 1092694-2			
			Center Street Analysis		
			001-000-558-60-41-02	Professional Services	\$318.23
		Total Invoice - 1092694-2			\$318.23
	Total 25559				\$318.23
Total Kenyon Disend					\$318.23
La Conner School District	25560			2022 - November - 2nd Council Meeting	
		Invoice - LCD2022			
			La Conner After School Program		
			002-000-571-09-41-00	Parks & Rec Programs	\$7,500.00
		Total Invoice - LCD2022			\$7,500.00
	Total 25560				\$7,500.00
Total La Conner School District					\$7,500.00

Vendor	Number	Reference	Account Number	Description	Amount
La Conner Weekly News	25561			2022 - November - 2nd Council Meeting	
		Invoice - 7592			
			Senior Center Ad		
			001-000-575-50-30-00	Senior Center Supplies	\$28.80
		Total Invoice - 7592			\$28.80
	Total 25561				\$28.80
Total La Conner Weekly News					\$28.80
LB# 1806, Lakeside Industries	25562			2022 - November - 2nd Council Meeting	
		Invoice - 215659			
			EZ Street Asphalt		
			005-000-543-10-48-00	Repair & Maintenance	\$919.62
		Total Invoice - 215659			\$919.62
	Total 25562				\$919.62
Total LB# 1806, Lakeside Industries					\$919.62
Napa Auto Parts	25563			2022 - November - 2nd Council Meeting	
		Invoice - 526602			
			Defrost		
			412-000-554-90-48-06	Compost Machinery/Equip	\$32.88
		Total Invoice - 526602			\$32.88
		Invoice - 526647			
			Bit Set		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$12.30
		Total Invoice - 526647			\$12.30
		Invoice - 526654			
			Socket Set		
			401-000-534-80-35-00	Small Tools & Equipment	\$23.69
		Total Invoice - 526654			\$23.69
		Invoice - 526690			
			Drain Pan		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$9.00
		Total Invoice - 526690			\$9.00
		Invoice - 526729			
			AntiFreez		
			401-000-534-80-48-02	Vehicle Repair & Maintenance	\$62.94
		Total Invoice - 526729			\$62.94
		Invoice - 526740			
			Marine AntiFreez		
			401-000-534-80-48-02	Vehicle Repair & Maintenance	\$31.30
		Total Invoice - 526740			\$31.30

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 526986			
			Defrost		
			412-000-554-90-48-06	Compost Machinery/Equip	\$32.88
		Total Invoice - 526986			\$32.88
	Total 25563				\$204.99
Total Napa Auto Parts					\$204.99
Northstar Chemical Inc.					
25564				2022 - November - 2nd Council Meeting	
		Invoice - 239402			
			Resin Compound		
			409-000-535-80-48-05	Materials/Testing	\$3,272.51
			412-000-554-90-48-05	Compost Testing/Materials	\$3,272.51
		Total Invoice - 239402			\$6,545.02
	Total 25564				\$6,545.02
Total Northstar Chemical Inc.					\$6,545.02
Olivia Fisher					
25565				2022 - November - 2nd Council Meeting	
		Invoice - FisherGCDepRef11/6/22			
			Fisher Garden Club Dep Ref 11/6/22		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$323.00
		Total Invoice - FisherGCDepRef11/6/22			\$323.00
	Total 25565				\$323.00
Total Olivia Fisher					\$323.00
ORCA Communication Systems					
25566				2022 - November - 2nd Council Meeting	
		Invoice - 32148			
			Background Checks Lovejoy/Eills		
			001-000-518-30-41-00	Professional Services	\$60.00
		Total Invoice - 32148			\$60.00
	Total 25566				\$60.00
Total ORCA Communication Systems					\$60.00
Port of Skagit Co.					
25567				2022 - November - 2nd Council Meeting	
		Invoice - POSFirBoatNov2022			
			Fire Boat Moorage		
			001-000-522-20-47-00	Public Utility Services	\$7.00
		Total Invoice - POSFirBoatNov2022			\$7.00
	Total 25567				\$7.00
Total Port of Skagit Co.					\$7.00

Vendor	Number	Reference	Account Number	Description	Amount
Port of Skagit Co.	25568			2022 - November - 2nd Council Meeting	
		Invoice - 11/15/2022 2:51:16 PM			
			Public Works Lease		
			002-000-576-80-45-00	Rents & Leases - Short Term	\$226.67
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$226.67
			10% PW Lease		
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$226.67
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$906.69
			40% PW Lease		
			403-000-531-38-45-00	Rents & Leases - Short Term	\$680.01
			30% PW Lease		
		Total Invoice - 11/15/2022 2:51:16 PM			\$2,266.71
	Total 25568				\$2,266.71
Total Port of Skagit Co.					\$2,266.71
Puget Sound Energy	25569			2022 - November - 2nd Council Meeting	
		Invoice - PSENov2022			
			Utility - Electric		
			001-000-518-30-47-00	Public Utility Services	\$133.97
			204 Douglas St -Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$328.34
			12142 Chilberg - Fire Dept		
			002-000-576-80-47-00	Public Utility Services	\$42.77
			1339 Connor Way - Pioneer Park Gazebo		
			002-000-576-80-47-00	Public Utility Services	\$94.10
			100 Washington Ave Light- St End Park		
			002-000-576-80-47-00	Public Utility Services	\$19.65
			100 Morris - Gilkey Square		
			002-000-576-80-47-00	Public Utility Services	\$47.49
			1339 Conner Way Lights - Pioneer Park Lights		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$10.85
			104 Commercial - Maple Hall		
			003-000-575-50-47-02	Public Utility Services-GC	\$28.23
			622 S 2nd Street - Garden Club		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$37.28
			304 Morris St -Public Restroom		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$59.47
			613 1st Street - Public Restroom		
			005-000-542-63-47-00	Public Utility Services	\$17.17
			12100 Chilberg - Flag pole/Monument lights		
			005-000-542-63-47-00	Public Utility Services	\$61.47
			3rd & Douglas		

Vendor	Number	Reference	Account Number	Description	Amount
			005-000-542-63-47-00	Public Utility Services	\$261.86
				Annual Bill/Credit on 1st Street Lights #220005384221	
			005-000-542-63-47-00	Public Utility Services	\$495.54
				125 1st Street LC Post Office #300000002505	
			005-000-542-63-47-00	Public Utility Services	\$767.49
				Street lights Acct #300000001705	
			401-000-534-80-47-00	Public Utility Services	\$10.97
				1200 S 4th St - Water Tank	
			403-000-531-38-47-00	Public Utility Service	\$12.04
				1340 Connor Way - Water Shack	
			403-000-531-38-47-00	Public Utility Service	\$82.76
				102 S 6th St - Drainage Pump	
			403-000-531-38-47-00	Public Utility Service	\$145.01
				213 Caledonia - Drainage Pump	
			409-000-535-80-47-00	Public Utility Services	\$32.26
				602 N 3rd Street - Pump	
			409-000-535-80-47-00	Public Utility Services	\$37.86
				622 1st Street - Sewage Vault	
			409-000-535-80-47-00	Public Utility Services	\$10.21
				12154 Chilberg - WWTP Fuel Station	
			409-000-535-80-47-00	Public Utility Services	\$4,169.36
				WWTP	
			Total Invoice - PSENov2022		\$6,906.15
				Total 25569	\$6,906.15
			Total Puget Sound Energy		\$6,906.15
			Quality Services		
				25570	
				2022 - November - 2nd Council Meeting	
			Invoice - QualSvcOct2022		
				October Facility Cleaning	
			003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$877.50
			Total Invoice - QualSvcOct2022		\$877.50
				Total 25570	\$877.50
			Total Quality Services		\$877.50
			Skagit County Historical Museum		
				25571	
				2022 - November - 2nd Council Meeting	
			Invoice - SKHMDepRef11/5/22		
				Skagit Co. Historical Museum Dep Ref 11/5/22	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$919.00
			Total Invoice - SKHMDepRef11/5/22		\$919.00
				Total 25571	\$919.00
			Total Skagit County Historical Museum		\$919.00

Vendor	Number	Reference	Account Number	Description	Amount
Skagit County Public Health Dept	25572			2022 - November - 2nd Council Meeting	
		Invoice - 1199			
			3rd Qtr Liquor Tax		
			001-000-566-00-41-16	Alcoholism	\$260.37
		Total Invoice - 1199			\$260.37
	Total 25572				\$260.37
Total Skagit County Public Health Dept					\$260.37
Skagit County Sheriff Office	25573			2022 - November - 2nd Council Meeting	
		Invoice - 3457			
			4th Qtr Policing		
			001-000-521-20-41-00	Professional Services	\$84,636.75
				Skagit Co Sheriff contract	
		Total Invoice - 3457			\$84,636.75
	Total 25573				\$84,636.75
Total Skagit County Sheriff Office					\$84,636.75
Tillinghast Postal	25574			2022 - November - 2nd Council Meeting	
		Invoice - 111884			
			Business Cards - Planner		
			001-000-518-30-31-00	Office & Operating Supplies	\$33.04
		Total Invoice - 111884			\$33.04
	Total 25574				\$33.04
Total Tillinghast Postal					\$33.04
TK Elevator Corporation	25575			2022 - November - 2nd Council Meeting	
		Invoice - 5001978664			
			Elevator Maint.		
			003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$324.44
		Total Invoice - 5001978664			\$324.44
	Total 25575				\$324.44
Total TK Elevator Corporation					\$324.44
Town of La Conner	25576			2022 - November - 2nd Council Meeting	
		Invoice - C 10-2022			
			October 2022 Sewer Svc. Charges		
			412-000-554-90-47-00	Sewer Service Charge	\$10,833.34
		Total Invoice - C 10-2022			\$10,833.34

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - C-22-2022			
		November 2022 Sewer Svc. Charges			
			412-000-554-90-47-00	Sewer Service Charge	\$10,833.34
		Total Invoice - C-22-2022			\$10,833.34
		Invoice - S 10-2022			
		October 2022 Sludge Disposal			
			409-000-535-80-47-02	Sludge Disposal	\$2,500.00
		Total Invoice - S 10-2022			\$2,500.00
		Invoice - S 11-2022			
		November 2022 Sludge Disposal			
			409-000-535-80-47-02	Sludge Disposal	\$2,500.00
		Total Invoice - S 11-2022			\$2,500.00
	Total 25576				\$26,666.68
Total Town of La Conner					\$26,666.68
U.S. Bank St. Paul	25577	2022 - November - 2nd Council Meeting			
		Invoice - 2123107			
		Fire Truck Bond Payoff			
			212-000-591-22-70-00	Principal Payment	\$140,000.00
			212-000-592-22-80-00	Interest Payment	\$2,143.75
		Total Invoice - 2123107			\$142,143.75
	Total 25577				\$142,143.75
Total U.S. Bank St. Paul					\$142,143.75
United Site Services	25582	2022 - November - 2nd Council Meeting			
		Invoice - INV01130123			
		Port a Potty - PW			
			002-000-576-80-41-00	Professional Services	\$215.44
		Total Invoice - INV01130123			\$215.44
	Total 25582				\$215.44
Total United Site Services					\$215.44
Ven Tek International	25578	2022 - November - 2nd Council Meeting			
		Invoice - 135170			
		Payment Station Fees			
			005-000-542-65-48-00	Repair & Maintenance	\$407.25
		Total Invoice - 135170			\$407.25
	Total 25578				\$407.25
Total Ven Tek International					\$407.25

Vendor	Number	Reference	Account Number	Description	Amount
Verizon Wireless					
	25579			2022 - November - 2nd Council Meeting	
		Invoice - 9919946731			
			Nov 2022 Cell Phones		
			001-000-513-10-42-00	Mayor's Communications	\$52.95
				Mayor	
			001-000-521-70-42-00	Communications-Code Enf	\$46.47
				Code Enforcement	
			001-000-522-20-42-00	Communications	\$46.47
				Fire Dept.	
			001-000-575-50-42-00	Senior Center Communications	\$52.95
				Senior Center	
			401-000-534-80-42-00	Communications	\$429.14
				Public Works	
		Total Invoice - 9919946731			\$627.98
	Total 25579				\$627.98
Total Verizon Wireless					\$627.98
WA State DOR - Excise Tax					
	2018055			2022 - November - 2nd Council Meeting	
		Invoice - DORExciseTaxOct2022			
			Oct 2022 Excist Tax		
			401-000-534-80-49-03	Excise Taxes	\$5,021.58
			403-000-531-38-49-03	Excise Taxes	\$414.56
			409-000-535-80-49-01	Excise Taxes	\$1,145.52
			412-000-554-90-49-01	Compost Sales Tax	\$388.14
			412-000-554-90-49-02	ExciseTaxes	\$1,718.49
		Total Invoice - DORExciseTaxOct2022			\$8,688.29
	Total 2018055				\$8,688.29
Total WA State DOR - Excise Tax					\$8,688.29
Wave Broadband					
	25580			2022 - November - 2nd Council Meeting	
		Invoice - 11/17/2022 3:45:47 PM			
			Phones & Internet		
			001-000-518-30-42-00	Communications	\$694.88
				TH Internet & phones	
			001-000-522-20-42-00	Communications	\$305.08
				Fire Dept	
			003-000-575-50-42-01	Communications-MH/MC	\$434.75
				MH/MC Internet & phones	
			401-000-534-80-42-00	Communications	\$145.87
				PW Office Internet & phones - 604 3rd N	
			403-000-531-38-47-00	Public Utility Service	\$35.47
				102 S 6th Street Pump Station	



Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **November 1, 2022** through **November 15, 2022** are a just, due and unpaid obligation against the Town of La Conner, and that I am authorized to certify to said claim.



Maria De Goede, Finance Director

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that:

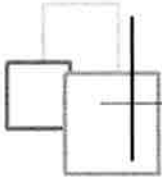
Payroll checks numbered 5643 through 5648	\$2,583.48
Auto Payments:	
Auto Payroll Taxes #2018054	\$6,674.37
Payroll auto deposit	\$19,925.68

are approved for a total payment of \$29,183.53 this 22nd day of November, 2022.

Councilmember – Finance Committee

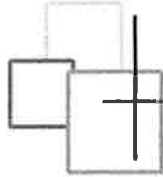
Councilmember – Finance Committee

Councilmember



Register

<u>Number</u>	<u>Name</u>	<u>Fiscal Description</u>	<u>Cleared</u>	<u>Amount</u>
<u>5643</u>	Dept of Labor & Industry	2022 - November - 2nd Council Meeting		\$1,697.02
<u>5644</u>	Employment Security	2022 - November - 2nd Council Meeting		\$113.36
<u>5645</u>	Employment Security Dept. Paid Family & Medical Leave	2022 - November - 2nd Council Meeting		\$124.50
<u>5646</u>	North Coast Credit Union	2022 - November - 2nd Council Meeting		\$50.00
<u>5647</u>	Teamsters Local No. 231	2022 - November - 2nd Council Meeting		\$128.50
<u>5648</u>	Washington State Support Registry	2022 - November - 2nd Council Meeting		\$470.10
<u>2018054</u>	Washington Federal	2022 - November - 2nd Council Meeting		\$6,674.37
<u>Direct Deposit Run - 11/16/2022</u>	Payroll Vendor	2022 - November - 2nd Council Meeting		\$19,925.68
				\$29,183.53



Register Activity

Name	Reference	Posting Reference	Detail Amount
Direct Deposit Run - 11/16/2022	Payroll Vendor	2022 - November - 2nd Council Meeting	\$19,925.68
Eills, Ajah G	ACH Pay - 6137	Posting Run - 11/16/2022 12:15:30 PM	\$599.13
Hillard, Margaret A	ACH Pay - 6138	Posting Run - 11/16/2022 12:15:30 PM	\$605.33
Kerley-DeGoede, Maria A	ACH Pay - 6139	Posting Run - 11/16/2022 12:15:30 PM	\$2,095.95
Lease, Brian	ACH Pay - 6140	Posting Run - 11/16/2022 12:15:30 PM	\$2,722.36
Lovejoy, Lynne	ACH Pay - 6141	Posting Run - 11/16/2022 12:15:30 PM	\$708.72
Moore, Andrea L	ACH Pay - 6142	Posting Run - 11/16/2022 12:15:30 PM	\$1,528.93
Palaniuk, Kevin R	ACH Pay - 6143	Posting Run - 11/16/2022 12:15:30 PM	\$2,063.60
Park, Todd W	ACH Pay - 6144	Posting Run - 11/16/2022 12:15:30 PM	\$2,310.28
Pena-Ayon, Manuel A	ACH Pay - 6145	Posting Run - 11/16/2022 12:15:30 PM	\$1,088.90
Reinstra, Aaron M.	ACH Pay - 6146	Posting Run - 11/16/2022 12:15:30 PM	\$1,738.47
Sherman, Albert R	ACH Pay - 6147	Posting Run - 11/16/2022 12:15:30 PM	\$1,826.90
Thomas, Scott G	ACH Pay - 6148	Posting Run - 11/16/2022 12:15:30 PM	\$2,637.11
			\$19,925.68

TOWN OF LA CONNER

2023 Preliminary Budget 11/022/22

Projected Beg Balance + Revenue - Expenditure - Set Asides/Reserves = Ending Balance

Fund	Fund Name	Projected Beginning Fund Balances 1/01/23	Revenues	Expenditures	Set Asides & Reserves	Projected Ending Fund Balances 12/31/23
001	Current Expense	1,345,318	1,057,601	1,450,945	313,174	638,800
002	Park & Port	178,338	208,703	340,829	965	45,247
003	Facilities	90,038	154,873	204,634		40,277
004	Public Art	22,313	3,121	1,000		24,434
005	Street	95,249	227,100	284,801	27,195	10,353
123	Hotel/Motel Tax	200,884	133,190	173,261		160,813
212	2014 LTGO Bond	9,261	-	-		9,261
214	2018 LTGO Fire Hall	30,998	49,232	39,125		41,105
303	Flood Control	163,521	65	500		163,086
304	REET 1	189,859	36,093	500		225,452
305	REET 2	187,170	36,093	500		222,763
401	Water	904,866	1,073,538	1,226,772	151,904	599,728
403	Drainage	747,941	339,400	801,105	39,813	286,236
409	Sewer	611,758	785,158	818,442	815,399	-236,925
412	Compost	681,110	1,090,598	1,179,982		591,726
Total		\$ 5,458,624	\$ 5,194,765	\$ 6,522,396		\$ 2,822,356

Beginning Fund Bal	\$	5,458,624	Expenditures	\$	6,522,396
Revenues	\$	5,194,765	Ending Fund Bal	\$	2,822,356
TOTALS	\$	10,653,389	TOTALS	\$	9,344,752

Town Policy - to maintain the fund balances equal to 20% of operating revenues.

Town Policy - to maintain a Contingency Fund of 10% of funded 6 Yr CIP for unforeseen projects.

Revenues 2021

General Fund - 001

County Senior Center Grant 6,966.00 From Skagit County

Park & Port 002

Boat Ramp Replacement 200,000.00 Removed - RCO Grant Denied

Facilities - 003

Maple Hall Security Cameras 6,000.00 Transfer From Hotel Motel Funds - In Budget

Public Restrooms 53,865.00 Transfer From Hotel Motel Funds - In Budget

Sewer 100,000.00 Not in Budget, Discussion Reserve Transfer from Compost

Expenditures 2021

001 General Fund - Reserve

Coronavirus Grant 132,456.00 **RESTRICTED** Expense - Undetermined 2021 (50K Reduced FH Heat/AC

Coronavirus Grant 132,456.00 **RESTRICTED** Expense - Undetermined 2022 **Total 264,912**

Coronavirus Grant Balance **10/11/22 Funded \$50K for Fire Hall Heat/AC Balance 214,912**

Sale of Hedlin Property - 8K Maple Park (remainder balance from purchase/sale) **Expended 2022**

Sale of Kirsch Property 98,262.00 200,262 - Revenue from 2020 - 40K Pmt Stations & 64K Jenson Property

Crown Castle Bonus - 100K Revenue from 2019 Cell Tower Ext-9/27/22 **Removed/Fire Dept Roof**

General Fund - Expenditures

Council Retreat 7,000.00 Facilitated Retreat for Council

Planning Desk 3,180.00

New Server 2,000.00 10/3/22 Added

Fire Hall Roof 180,000.00 Added 9/27 Paid by 100K Cell Tower Bonus Reserve (Funding for 80K Bal)

Fire Hall AC 50,000.00 Funded by Coronavirus Grant - Added 10/11/22

Fire Hall Generator 29,000.00 Not in Budget - Need to find funds, does not qualify for Covid funds

Fire Dept. Handheld Radios 12,000.00 4 sets at 3K each

Park & Port - 002

Park Reserve	965.00	Jordan Street Reserve (12K in Budget for Waterfront Park Gazebo)
Parks & Rec Programs	11,000.00	1K YMCA & 10K After School Program Increased 11/8/22 from 8500
Wtr Frnt Park Gazebo	35,000.00	12,000 Donations - Rollover from 2022
Boat Ramp Replacement	200,000.00	Removed - RCO Grant Denied
Landscape	12,000.00	Contracted
Salmon Slide Repairs	30,000.00	Can be removed for 2500/Repair 30K in the Budget Council Decision?
Replace Kiosks	9,000.00	
Arborist	15,000.00	Pioneer Park
New PW Employee Position	18%	21,308 Increase for FT
Facilities - 003		
AC Improvements	85,000.00	9.6.22 Removed
Security Cameras	6,000.00	9/27 Added with funding through Hotel Motel
Garden Club Exterior Paint	14,000.00	
Restroom Cleaning	23,000.00	Paid through Hotel Motel
New PW Employee Position	7,200.00	6% 7,103 Increase for FT
Streets - 005		
		6 Year Streets TIP \$5,074,000
Street Reserve	27,195.00	\$7,560 Parking Imp./Capital Projects - St. Ends \$7875/ Asphalt \$11,760
Asphalt Repairs	15,000.00	9-8-22 Reduced from 30K
Sidewalk Repairs	4,000.00	9/8/22 Reduced from 6K
Snow & Ice Season	1,500.00	9/8/22 Reduced from 3K
Miscellaneous	4,000.00	Includes \$800 for Moore Clark Bldg.
New PW Employee Position	18%	21,308 Increase for FT
Security Cameras		\$5360 for Cameras & Install + \$1920 Annual Archive/ In Facility Budget
Speed Cushions		11.8.22 Added 9K for Speed Cushions + 500 Signage (9500)
Flood Control - 303		
		Audit expenditure only
Water - 401		
		6 Year Water CIP \$5,466,000
Water Reserve	149,884.00	\$83,667 RCE Fees/\$40,076 Water Capital/\$28,161 Capital Connections
System Plan Update	135,000.00	
Asset Management Program	65,000.00	
Skagit Beach Water Main	3,200,000.00	9.6.22 Removed
Public Works New Home	1,000,000.00	9.6.22 Removed
Skagit Beach Study	7,500.00	Funds for a study on how to pay for the water main replacement
Water Meter Replacements	40,000.00	
Hydrant Replacements	10,000.00	
On Call Contractor	30,000.00	
New Truck Share	25,000.00	
Bucket Dipper	3,000.00	
New PW Employee Position	40%	47,350 Increase for FT
Drainage Fund - 403		
		6 Year Drainage CIP \$1,082,102
Drainage Reserve	39,438.00	10,313 Storm Drain Dev. & \$29,500 Slope Stabilization
Storm Water Plan Update	\$40,000	
Asset Management Program	\$15,000	
Whatcom/:Laurel Project	\$270,000	
Maple/Caledonia Slip Line	\$25,000	
East Washington Project	\$140,000	
New Truck Share	\$15,000	
Drainage Maint.Contract	\$45,000	
New PW Employee Position	18%	21,308 Increase for FT
Sewer Fund - 409		
		6 Year Sewer CIP \$880,000 - Does not include Plant upgrades
Sewer Reserve		50K Waterpump Setaside 2021 / 94,038 RCE's / 402,035 Sewer Plant
		33,005 Sewer Pipe / 235,047 Sewer Plant Tribe/1,274 Tribe Pipe
		Sewer Plant Tribe includes the 100K 2021 Reconciliation To Reserve
Plant Improvements	50,000.00	Roofing RAS & Generator Building
Plant Improvements Reserve	200,000.00	9.2.22 Removed
WWTP Engineer Report	50,000.00	
I & I	50,000.00	
Set Aside Waterpump	50,000.00	2021 Setaside
Compost Fund 412		
		6 Year Compost CIP \$528,000
Pads & Paving	250,000.00	
Mix Auger	50,000.00	
Transfer to Sewer Reserve	100,000.00	NOT IN THE BUDGET - Discussions for annual transfer of funds

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

Skagit County
AND
The Town of La Conner

THIS AGREEMENT is made and entered into by and between The Town of La Conner ("Town") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. **PURPOSE:** The County desires to provide funding to the Town to operate a Senior Services Program. For the purpose of this Agreement, a senior will be defined as any person 55 years of age or older.
2. **RESPONSIBILITIES:** It is agreed between the parties during the effective term of this Agreement, the County will provide funding for staffing and program supplies for the Town including senior service programs where older adults can conveniently access services and activities which support their independence, enhance their dignity, and encourage their involvement in and with their community. Programs may include discussion groups, educational classes, support groups, writing classes, yoga classes etc.
3. **TERM OF AGREEMENT:** The term of this Agreement shall be from January 1, 2023 through December 31, 2023.
4. **MANNER OF FINANCING:** The County shall reimburse the Town a sum not to exceed **six thousand, nine hundred and sixty-six dollars (\$6,966.00)** for services, using the established GL Code 118-various, and any other GL code(s) necessary. Services including:
 1. Salaries and benefits for staff; and
 2. Office and program supplies incurred through the delivery of services in this agreement.
5. **ADMINISTRATION:** The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.
 - 5.1 The County's representative shall be the Senior Program Manager.
 - 5.2 Town's representative shall be Maria DeGoede.
6. **TREATMENT OF ASSETS AND PROPERTY:** No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.

8. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

10. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

11. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

Town of La Conner:

Ramon Hayes, Mayor

Date: _____

Print Name of Signatory

Mailing Address:
204 Douglas Street
P.O. Box 400
La Conner, WA 98257

DATED this ____ day of _____, 2022.

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

Peter Browning, Chair

Ron Wesen, Commissioner

Lisa Janicki, Commissioner

Attest:

Clerk of the Board

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

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director