



## ***TOWN COUNCIL AGENDA***

May 9, 2023, 6PM

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](http://www.townoflaconner.org)

**I. Call to Order**

**II. Pledge of Allegiance**

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

**IV. Presentations:**

**V. CONSENT AGENDA**

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

1. Approval of the Minutes: Council Meeting April 25, 2023

2. Finance:

Approval of Accounts Payable.

Approval Payroll

**B. Items Removed from the Consent Agenda**

**VI. REPORTS**

1. Chamber Report
2. Revenue /Expenditure Report
3. Department Head Reports
4. Mayor's Report
5. Council Committee Reports

**VII. UNFINISHED BUSINESS:**

1. Center Street Project - Discussion
2. Jenson Property – Discussion

**VIII. NEW BUSINESS:**

1. Resolution – Appointing of Hallie Walls to the Art's Commission

**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://phaudowud-online.zoom.us/j/83170457459?pwd=T1lxWVVDCnJTQjJIM1huWG5EZURJUT09>

Meeting ID: 831 7045 7459

Passcode: 623176

**One tap mobile**

Phone Number: 1-253-215-8782

Meeting ID: 831 7045 7459

Passcode: 623176

Find your local number: <https://us02web.zoom.us/u/kdzUmITtO0>

# **Consent Agenda**

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

## ***Town of La Conner***

Town Council Meeting  
April 25, 2023 – 6:00 p.m.

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The meeting of the La Conner Town Council was called to order at 6:00 p.m. by Mayor Hayes.

Present: Councilmembers Taylor, Carlson, Dole, and Chamberlain.

Also present: Administrator Thomas and Finance Director DeGoede, Public Works Director Lease and Planner Davolio.

**This was a hybrid meeting held in person and electronically on Zoom. Information to join was posted at Town Hall, the published Agenda in the La Conner Weekly News, and on the Town Website.**

**Councilmember Chamberlain moved to excuse Councilmember Wohleb. Motion seconded by Councilmember Dole. Motion carried 4/0.**

**Public Comments:**

Resident Linda Talman informed Council she is on the SCOG Non-Motorized Advisory Committee and urged the Town to apply for the grant to improve walking and biking. May 12<sup>th</sup> is the deadline date to apply.

Resident Mollie Rice addressed the need for more handicap parking in Town.

Resident Bill Stokes is disappointed on how long it is taking for the Moore Clark Building issue. The Town needs access to the Town property the building is sitting on to complete the First Street Project.

**Consent Agenda:**

Approval of Agenda

Approval of the Minutes of the April 11, 2023 Council Meeting

Accounts Payable:	Checks 25979 - 26011	\$127,577.38
	<u>Electronic Pmts.</u>	<u>2018103 Excises Tax</u>
		<u>\$8,313.04</u>
	<b>Total Accounts Payable</b>	<b>\$135,890.42</b>
Payroll of April 20, 2023:	Checks 5708 - 5713	\$3,247.50
	<u>Payroll Auto Tax Payment #2018102</u>	<u>\$7,491.28</u>
	<u>Payroll Auto Deposit</u>	<u>\$22,433.42</u>
	<b>Total Payroll</b>	<b>\$33,172.20</b>

**Councilmember Dole moved to approve the Consent Agenda as presented. Motion seconded by Councilmember Chamberlain. Motion carried 4/0.**

**Mayor's Report:**

Mayor Hayes talked about the history of Shelter Bay and the 75-year lease that expires in 2044. Due to reevaluations of the land, the leases have doubled. Ultimately, the Tribe and Shelter Bay need to come to terms on the master lease that comes due in 30 years. At this time, banks have already stopped giving 30-year mortgages and are uncertain of 15-year loans.

**Council Committee Reports:**

Arts Commission: Councilmember Taylor reported Hallie Walls will be replacing Rachel Haley as the representative for the student position on the Art's Commission. Also, the Commission is looking for budgeted funds for upcoming maintenance and repair of art in Town and possibly storage during the winter for specific pieces.

Emergency Management Commission: Councilmember Dole reported they had their first meeting and Commissioner Stokes was voted in as chairman. The meetings are scheduled for the second and fourth Tuesday of the month at 4:30 p.m.; possibly in the Fireside Room. There needs to be a Flood Response update, the last one was 2016. The first priority of the Commission is to establish plans for the next flood season in the fall.

Communication Committee: Councilmember Chamberlain noted there will be some overlapping of collecting Community input between the Communication Meetings and the Planning Commission in regards to the Comprehensive Plan.

**Administrator's Report:**

Administrator Thomas noted previous discussions on the Jenson Property involved the possibility of affordable housing. Currently the Legislature has made quite a bit of funding available in the next year for affordable housing projects.

**Agreement - PSNR Grant:**

Administrator Thomas explained this is for the engineering and design study of the WWTP for the upgrades.

**Councilmember Taylor moved to approve the Mayor to sign the PSNR Grant. Motion seconded by Councilmember Carlson. Motion carried 4/0.**

**Town Parking:**

Administrator Thomas explained this discussion is primarily on First Street. Issues such as parking spaces monopolized due to no time limits, traffic flow is impeded by the number and size of vehicles parked, as well as trucks and motorhomes have a difficult time navigating the street with vehicles coming from the opposite direction. Also, buses don't have room to drop off or pick up passengers that are ability impaired, which also includes the needed parking for our Senior Center. Staff preferred option is to make First Street one-way with angled parking.

Mayor Hayes stated this is a small Town and this has always been an issue. We worked with the Port for free Merchant parking on the North end and we also provided businesses with a business license free parking passes in the Town lot. The next problem was to encourage them to use them, which some have.

Planner Davolio reported his inventory of 350 parking spaces within First, Second and the side streets. Next, he will do an inventory of all the existing businesses and compare that to our zoning for a protocol on what needs to be addressed.

Resident Bill Stokes (former Code Enforcement Officer) discussed the following:

- First Street one-way with angled parking. Issues are Second Street residents would end up a thruway.
- Install signage for time limits of parking along First Street. No one to monitor the parking.
- Installing solar operated parking meters. No one to monitor the parking, however, conservatively estimated, the cost of the meters would be covered in the first year.
- A trans-system transporting people to and from the parking lot.
- Completing the First Street Project for traffic flow one way to Caledonia Street and to the Town parking lot.

Mayor Hayes discussed the issue of crossing Maple Avenue and the need for flashing lights at the crosswalks. Cars are not stopping for people to cross the street. Public Works Director Lease is getting quotes, but roughly the cost is between eight to ten thousand dollars each, and that is just for the equipment.

**Ordinance 1228 – 2023 Budget Amendment:**

Finance Director DeGoede explained this covers the PSNR Grant in both the revenue and expenditures for the Sewer Fund. The remainder increases to expenditures are due to unexpected cost increases.

**Councilmember Chamberlain moved to approve Ordinance 1228, for the 2023 Budget Amendment. Motion seconded by Councilmember Dole. Motion carried 4/0.**

**There being no further business the meeting ended at 6:40 p.m.**

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Maria DeGoede, Finance Director

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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 May 9, 2023 have been received and that;

Checks Numbered:	26012 - 26053	\$123,764.98
Auto Payments:	2018109 – US Bank	\$655.38
	2018110 – Invoice Cloud	\$154.60

Are approved for a total payment of \$124,574.96 this 9<sup>th</sup> day of May 2023.

Mark S. D. Gable  
Finance Director

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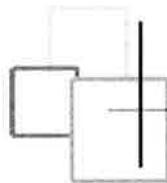
Councilmember – Finance Committee

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Councilmember – Finance Committee

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Councilmember



# Voucher Directory

Fiscal: : 2023 - May

Council Date: : 2023 - May - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Birch Equipment	26014			2023 - May - 1st Council Meeting	
		Invoice - 269305-5			
			Diamond Blades 14", 16", 18" - Asphalt Cutting		
			005-000-542-64-35-00	Small Tools & Equipment	\$2,413.18
		Total Invoice - 269305-5			\$2,413.18
	Total 26014				\$2,413.18
Total Birch Equipment					\$2,413.18
Builders Alliance	26015			2023 - May - 1st Council Meeting	
		Invoice - 965987			
			3x6 16" S4S Treated Ground Cont.		
			002-000-576-80-48-01	Building Repair & Maintenance	\$208.34
	Total 26015	Total Invoice - 965987			\$208.34
Total Builders Alliance					\$208.34
Cattron North America	26016			2023 - May - 1st Council Meeting	
		Invoice - 50IV23008175			
			Lift Station Monitoring		
			403-000-531-38-41-00	Professional Services	\$499.10
	Total 26016	Total Invoice - 50IV23008175			\$499.10
Total Cattron North America		Invoice - 50IV23008259			
			Water Tower Monitoring		
			401-000-534-80-41-00	Professional Services	\$499.10
		Total Invoice - 50IV23008259			\$499.10
					\$998.20
					\$998.20
Copiers Northwest	26017			2023 - May - 1st Council Meeting	
		Invoice - INV2636016			
			Copies		
			001-000-518-30-31-00	Office & Operating Supplies	\$46.60
			70		

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-534-80-31-00	Office & Operating Supplies	\$9.98
			15		
			409-000-535-80-31-00	Office & Operating Supplies	\$9.98
			15		
		<b>Total Invoice - INV2636016</b>			<b>\$66.56</b>
<b>Total 26017</b>					<b>\$66.56</b>
<b>Total Copiers Northwest</b>					<b>\$66.56</b>
<b>EDASC</b>					
	26018			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - 2023-7029</b>			
			<b>Annual Dues</b>		
			001-000-518-90-41-10	Dues & Memberships	\$2,165.00
		<b>Total Invoice - 2023-7029</b>			<b>\$2,165.00</b>
<b>Total 26018</b>					<b>\$2,165.00</b>
<b>Total EDASC</b>					<b>\$2,165.00</b>
<b>Edge Analytical</b>					
	26019			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - 23-09354</b>			
			<b>Influent/Effluent Testing</b>		
			409-000-535-80-48-05	Materials/Testing	\$220.00
			Sewer Testing		
		<b>Total Invoice - 23-09354</b>			<b>\$220.00</b>
		<b>Invoice - 23-10061</b>			
			<b>Compost Testing</b>		
			412-000-554-90-48-05	Compost Testing/Materials	\$887.00
			Compost Testing Biosolids		
		<b>Total Invoice - 23-10061</b>			<b>\$887.00</b>
		<b>Invoice - 23-10264</b>			
			<b>Influent/Effluent Testing</b>		
			409-000-535-80-48-05	Materials/Testing	\$367.50
			Sewer Testing		
		<b>Total Invoice - 23-10264</b>			<b>\$367.50</b>
		<b>Invoice - 23-11033</b>			
			<b>Effluent Testing</b>		
			409-000-535-80-48-05	Materials/Testing	\$46.50
			Sewer Testing		
		<b>Total Invoice - 23-11033</b>			<b>\$46.50</b>
<b>Total 26019</b>					<b>\$1,521.00</b>
<b>Total Edge Analytical</b>					<b>\$1,521.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
Environmental Resource Associates					
	26020			2023 - May - 1st Council Meeting	
		Invoice - 038750		Coliform Microbe, PH, Demand, Dissolved Oxygen	
			409-000-535-80-49-00	Dues & Subscriptions	\$595.89
		Total Invoice - 038750			\$595.89
	Total 26020				\$595.89
Total Environmental Resource Associates					\$595.89
Ericksen & Svendsen					
	26021			2023 - May - 1st Council Meeting	
		Invoice - 7075		Reclaim	
			401-000-534-80-48-03	System Repair & Maintenance	\$24.44
		Total Invoice - 7075			\$24.44
	Total 26021				\$24.44
Total Ericksen & Svendsen					\$24.44
ESO Solutions Inc.					
	26022			2023 - May - 1st Council Meeting	
		Invoice - EWSO-109421		NFIRS	
			001-000-522-20-42-00	Communications	\$86.58
		Total Invoice - EWSO-109421			\$86.58
	Total 26022				\$86.58
Total ESO Solutions Inc.					\$86.58
Fastenal Company					
	26023			2023 - May - 1st Council Meeting	
		Invoice - WAANA148574		Cap, Bush Spxft & Coupling	
			412-000-554-90-48-06	Compost Machinery/Equip	\$41.81
		Total Invoice - WAANA148574			\$41.81
	Total 26023				\$41.81
Total Fastenal Company					\$41.81
Gary Campbell					
	26024			2023 - May - 1st Council Meeting	
		Invoice - CampbellGCDepRef4/15/23		Campbell Garden Club Dep Ref 4/15/23	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - CampbellGCDepRef4/15/23			\$215.00
	Total 26024				\$215.00
Total Gary Campbell					\$215.00

Vendor	Number	Reference	Account Number	Description	Amount
Grainger	26025			2023 - May - 1st Council Meeting	
		Invoice - 9669067168			
		Band Clamps 1-3/4			
		412-000-554-90-48-06		Compost Machinery/Equip	\$102.79
		Total Invoice - 9669067168			\$102.79
		Invoice - 9672582146			
		Band Clamps 3/4			
		412-000-554-90-48-06		Compost Machinery/Equip	\$42.04
		Total Invoice - 9672582146			\$42.04
	Total 26025				\$144.83
Total Grainger					\$144.83
Guardian Security	26026			2023 - May - 1st Council Meeting	
		Invoice - 1354890			
		Maple Hall Panel Power Installation			
		003-000-575-50-48-01		Building Repair & Maint-MH/MC	\$738.48
		Total Invoice - 1354890			\$738.48
	Total 26026				\$738.48
Total Guardian Security					\$738.48
Ideal Rent-All	26027			2023 - May - 1st Council Meeting	
		Invoice - 604118N-1			
		Moore Clark Fencing			
		005-000-543-10-48-00		Repair & Maintenance	\$78.34
				Moore Clark Fence Rental	
		Total Invoice - 604118N-1			\$78.34
	Total 26027				\$78.34
Total Ideal Rent-All					\$78.34
Invoice Cloud	2018110			2023 - May - 1st Council Meeting	
		Invoice - InvCldApr2023			
		April 2023 CC Utility Fees			
		001-000-514-23-41-03		Bank Service Charges	\$154.60
		Total Invoice - InvCldApr2023			\$154.60
	Total 2018110				\$154.60
Total Invoice Cloud					\$154.60

Vendor	Number	Reference	Account Number	Description	Amount
Isomedia.com	26028			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - 13514-19809</b>			
		<b>PW DSL</b>			
		401-000-534-80-42-00		Communications	\$23.00
		<b>Total Invoice - 13514-19809</b>			\$23.00
	<b>Total 26028</b>				\$23.00
<b>Total Isomedia.com</b>					\$23.00
Kitsap Bank	26012			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - LAC-2018-10</b>			
		<b>2018 La Conner Whitney Water Main</b>			
		401-000-591-34-70-00		Water Main Phs 1 Principal	\$21,000.00
		401-000-592-34-80-00		Water Main Phs 1 Interest	\$15,267.85
		<b>Total Invoice - LAC-2018-10</b>			\$36,267.85
	<b>Total 26012</b>				\$36,267.85
	26013			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - LAC-2018-11</b>			
		<b>2017 Fire Hall Bond</b>			
		214-000-592-22-80-00		Interest Payment	\$7,493.93
		<b>Total Invoice - LAC-2018-11</b>			\$7,493.93
	<b>Total 26013</b>				\$7,493.93
<b>Total Kitsap Bank</b>					\$43,761.78
La Conner Weekly News	26029			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - 8631</b>			
		<b>Publishing of Ordinances 1225, 1226, 1227</b>			
		001-000-514-23-44-00		Advertising	\$135.00
		<b>Total Invoice - 8631</b>			\$135.00
		<b>Invoice - 8689</b>			
		<b>Notice of Public Hearing - Moritorium on Adult Businesses</b>			
		001-000-514-23-44-00		Advertising	\$60.00
		<b>Total Invoice - 8689</b>			\$60.00
		<b>Invoice - 8690</b>			
		<b>Notice of Public Hearing - Adult Businesses</b>			
		001-000-558-60-44-00		Advertising	\$57.00
		<b>Total Invoice - 8690</b>			\$57.00
		<b>Invoice - 8713</b>			
		<b>Senior Center Ad</b>			
		001-000-575-50-41-00		Senior Center Prof Services	\$28.80
		<b>Total Invoice - 8713</b>			\$28.80

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 8748			
			Ads for WWTP Compost Purchase 412-000-554-90-44-40	Advertising	\$454.75
		Total Invoice - 8748			\$454.75
Total 26029					\$735.55
Total La Conner Weekly News					\$735.55
Margaret Hillard					
	26030		2023 - May - 1st Council Meeting		
		Invoice - Hillard5/3/23			
			Senior Center Event/Luncheon 001-000-575-50-30-00	Senior Center Supplies	\$300.00
		Total Invoice - Hillard5/3/23			\$300.00
Total 26030					\$300.00
Total Margaret Hillard					\$300.00
Michael Davolio, AICP					
	26031		2023 - May - 1st Council Meeting		
		Invoice - #27-4.2023			
			April 2023 Planner Charges 001-000-558-60-41-00	Professional Services - Planner	\$7,560.00
		Total Invoice - #27-4.2023			\$7,560.00
Total 26031					\$7,560.00
Total Michael Davolio, AICP					\$7,560.00
North Hills Resources					
	26032		2023 - May - 1st Council Meeting		
		Invoice - 34906			
			Wood Chips 412-000-554-90-48-05	Compost Testing/Materials	\$1,086.00
		Total Invoice - 34906			\$1,086.00
		Invoice - 34911			
			Wood Chips 412-000-554-90-48-05	Compost Testing/Materials	\$2,237.16
		Total Invoice - 34911			\$2,237.16
Total 26032					\$3,323.16
Total North Hills Resources					\$3,323.16
NorthWest Parking Equipment Co					
	26033		2023 - May - 1st Council Meeting		
		Invoice - NWPrk-005			
			Payment Station - Rolls of AFM Tickets 002-000-576-80-41-00	Professional Services	\$158.66
			Payment Stations 50%		
			005-000-542-65-48-00	Repair & Maintenance	\$158.67

Vendor	Number	Reference	Account Number	Description	Rate	Amount
				Payment Stations 50%		
						\$317.33
				<b>Total Invoice - NWPrk-005</b>		\$317.33
Total 26033						\$317.33
Total NorthWest Parking Equipment Co						\$317.33
NP Information Systems						
26034				<b>2023 - May - 1st Council Meeting</b>		
				<b>Invoice - 181480</b>		
				<b>May 2023 Phones</b>		
				001-000-518-30-42-00	Communications	\$296.80
				Town Hall 70%		
				001-000-522-20-42-00	Communications	\$42.40
				Fire Dept. 10%		
				401-000-534-80-42-00	Communications	\$42.40
				Public Works 10%		
				409-000-535-80-42-00	Communications	\$42.40
				WWTP 10%		
				<b>Total Invoice - 181480</b>		\$424.00
Total 26034						\$424.00
Total NP Information Systems						\$424.00
Pitney Bowes Global Finance Services LLC						
26035				<b>2023 - May - 1st Council Meeting</b>		
				<b>Invoice - 3317368055</b>		
				<b>Postage Meter Lease</b>		
				001-000-591-31-70-00	Rents & Leases - Capital	\$121.27
				Qtrly postage meter lease		
				401-000-591-31-70-00	Rents & Leases - Capital	\$121.26
				403-000-591-31-70-01	Rents & Leases - Capital	\$121.26
				409-000-591-31-70-00	Rents & Leases - Capital	\$121.26
				<b>Total Invoice - 3317368055</b>		\$485.05
Total 26035						\$485.05
Total Pitney Bowes Global Finance Services LLC						\$485.05
Pye - Barker Fire & Safety						
26036				<b>2023 - May - 1st Council Meeting</b>		
				<b>Invoice - PSI1020608</b>		
				<b>Town Hall Annual Service/Inspection</b>		
				001-000-518-30-48-01	Building Repair & Maintenance	\$102.62
				<b>Total Invoice - PSI1020608</b>		\$102.62

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Invoice - PSI1020609</b>			
			<b>Garden Club Annual Service/Inspection</b>		
			003-000-575-50-48-02	Building Repair & Maint-GC	\$129.24
		<b>Total Invoice - PSI1020609</b>			<b>\$129.24</b>
		<b>Invoice - PSI1025652</b>			
			<b>Maple Hall Annual Service/Inspection</b>		
			003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$179.14
		<b>Total Invoice - PSI1025652</b>			<b>\$179.14</b>
		<b>Total 26036</b>			<b>\$411.00</b>
		<b>Total Pye - Barker Fire &amp; Safety</b>			<b>\$411.00</b>
<b>Reisner Distributor, Inc.</b>					
	26037			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - CL59376</b>			
			<b>Fire Dept./Code Enf Fuel</b>		
			001-000-521-70-32-00	Fuel	\$64.28
			Code Enf.		
			001-000-522-20-32-00	Fuel	\$325.64
			Fire Dept.		
		<b>Total Invoice - CL59376</b>			<b>\$389.92</b>
		<b>Invoice - CL59377</b>			
			<b>Public Works Fuel</b>		
			401-000-534-80-32-00	Fuel	\$1,051.87
			Public Works		
		<b>Total Invoice - CL59377</b>			<b>\$1,051.87</b>
		<b>Total 26037</b>			<b>\$1,441.79</b>
		<b>Total Reisner Distributor, Inc.</b>			<b>\$1,441.79</b>
<b>Simply Yards</b>					
	26038			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - 57442</b>			
			<b>Landscape Maint.</b>		
			002-000-576-80-48-03	System Repair & Maintenance	\$4,181.10
		<b>Total Invoice - 57442</b>			<b>\$4,181.10</b>
		<b>Total 26038</b>			<b>\$4,181.10</b>
		<b>Total Simply Yards</b>			<b>\$4,181.10</b>
<b>Skagit Artists Together</b>					
	26039			<b>2023 - May - 1st Council Meeting</b>	
		<b>Invoice - SkaArtMHDepRef4/16/23</b>			
			<b>Skagit Artists Maple Hall Dep Ref 4/16/23</b>		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$353.75
		<b>Total Invoice - SkaArtMHDepRef4/16/23</b>			<b>\$353.75</b>
		<b>Total 26039</b>			<b>\$353.75</b>
		<b>Total Skagit Artists Together</b>			<b>\$353.75</b>

Vendor	Number	Reference	Account Number	Description	Amount
Skagit Co. Planning & Development Services					
	26040			2023 - May - 1st Council Meeting	
		Invoice - SkCoPlnDev#BP23-0228-2			
		Waterfront Park Pavillion Permit BP23-0228			
		002-000-594-76-63-01		Park Capital Projects	\$509.50
		Total Invoice - SkCoPlnDev#BP23-0228-2			\$509.50
	Total 26040				\$509.50
Total Skagit Co. Planning & Development Services					\$509.50
Skagit Council of Governments					
	26041			2023 - May - 1st Council Meeting	
		Invoice - 2393			
		Shared Costs			
		001-000-518-90-41-10		Dues & Memberships	\$28.52
		Total Invoice - 2393			\$28.52
	Total 26041				\$28.52
Total Skagit Council of Governments					\$28.52
Skagit County Sheriff Office					
	26042			2023 - May - 1st Council Meeting	
		Invoice - SkCoApril2023JailTax			
		April 2023 County Jail Tax			
		631-000-589-40-00-00		Special Use Tax - County Jail	\$4,063.22
				Special Use Tax - County Jail	
		Total Invoice - SkCoApril2023JailTax			\$4,063.22
	Total 26042				\$4,063.22
Total Skagit County Sheriff Office					\$4,063.22
Skagit Powder Coating, Inc.					
	26043			2023 - May - 1st Council Meeting	
		Invoice - 38241			
		Kiosk Rebuild			
		002-000-576-80-48-01		Building Repair & Maintenance	\$3,380.18
		Total Invoice - 38241			\$3,380.18
	Total 26043				\$3,380.18
Total Skagit Powder Coating, Inc.					\$3,380.18
Skagit Valley Publishing					
	26044			2023 - May - 1st Council Meeting	
		Invoice - 362044			
		Publishing of Council Agenda			
		001-000-514-23-44-00		Advertising	\$118.36
		Total Invoice - 362044			\$118.36
	Total 26044				\$118.36
Total Skagit Valley Publishing					\$118.36

Vendor	Number	Reference	Account Number	Description	Category	Amount
Stockon's Paint Mount Vernon				2023 - May - 1st Council Meeting		
	26045			Invoice - 330021952		
				Paint for Morris St. Restroom		
			003-000-575-50-48-05	Public Restrooms - Repair & Maint.		\$86.98
						\$86.98
			Total Invoice - 330021952			\$86.98
						\$86.98
	Total 26045					\$86.98
Total Stockon's Paint Mount Vernon						\$86.98
Tacoma Screw Products				2023 - May - 1st Council Meeting		
	26046			Invoice - 260065263-00		
				Pan Head Screws & Flat Washers		
			002-000-576-80-48-01	Building Repair & Maintenance		\$27.96
						\$27.96
			Total Invoice - 260065263-00			\$27.96
						\$27.96
	Total 26046					\$27.96
Total Tacoma Screw Products						\$27.96
Town of La Conner				2023 - May - 1st Council Meeting		
	26047			Invoice - TOLApr2023WtrChgs		
				Town Water Charges April 2023		
			001-000-518-30-47-00	Public Utility Services		\$179.74
			204 Douglas - Town Hall			
			001-000-522-20-47-00	Public Utility Services		\$165.09
			Fire Hall - 12142 Chilberg			
			002-000-576-80-47-00	Public Utility Services		\$120.54
			Pioneer Park			
			002-000-576-80-47-00	Public Utility Services		\$43.80
			Benton Street Stairs			
			002-000-576-80-47-00	Public Utility Services		\$43.80
			Flag Pole/Monument			
			002-000-576-80-47-00	Public Utility Services		\$70.91
			Skateboard Park - 528 6th Street			
			002-000-576-80-47-00	Public Utility Services		\$70.85
			Washington Street Park			
			002-000-576-80-47-00	Public Utility Services		\$97.90
			1st Street Merchant Park			
			002-000-576-80-48-01	Building Repair & Maintenance		\$43.80
			Waterfront Park Irrigation #2			
			002-000-576-80-48-01	Building Repair & Maintenance		\$45.47
			Waterfront Park Irrigation #1			
			003-000-575-50-47-01	Public Utility Services-MH/MC		\$298.94
			108 Commercial - Maple Hall			
			003-000-575-50-47-02	Public Utility Services-GC		\$119.50
			622 South 2nd St - GC			

Vendor	Number	Reference	Account Number	Description	Amount
			003-000-575-50-47-05	Public Utility Svcs-Restrooms 304 Morris St Restroom	\$283.92
			003-000-575-50-47-05	Public Utility Svcs-Restrooms 613 South First St Restroom	\$390.83
			401-000-534-80-47-00	Public Utility Services 604 Third St N - PW Office	\$116.73
			401-000-534-80-47-00	Public Utility Services PW Washpad - 12142 Chilberg	\$99.63
			409-000-535-80-47-00	Public Utility Services WWTP Belt Filter Press	\$701.81
			409-000-535-80-47-00	Public Utility Services WWTP Hydrant	\$167.12
			409-000-535-80-47-00	Public Utility Services Dunlap Street Pump	\$70.85
			409-000-535-80-47-00	Public Utility Services WWTP - 12154 Chilberg Road	\$140.82
			<b>Total Invoice - TOLApr2023WtrChgs</b>		<b>\$3,272.05</b>
	<b>Total 26047</b>				<b>\$3,272.05</b>
<b>Total Town of La Conner</b>					<b>\$3,272.05</b>
<b>United Site Services</b>					
	<b>26048</b>				
			<b>2023 - May - 1st Council Meeting</b>		
			<b>Invoice - INV-01646440</b>		
				<b>Port a Potty - N. 6th and Morris</b>	
				002-000-576-80-41-00	Professional Services
					\$215.44
			<b>Total Invoice - INV-01646440</b>		<b>\$215.44</b>
			<b>Invoice - INV-01646503</b>		
				<b>Port a Potty - 3rd St. &amp; Morris</b>	
				002-000-576-80-41-00	Professional Services
					\$201.75
			<b>Total Invoice - INV-01646503</b>		<b>\$201.75</b>
			<b>Invoice - INV-01646594</b>		
				<b>Port a Potty - 1200 Conner Way</b>	
				002-000-576-80-41-00	Professional Services
					\$213.25
			<b>Total Invoice - INV-01646594</b>		<b>\$213.25</b>
	<b>Total 26048</b>				<b>\$630.44</b>
<b>Total United Site Services</b>					<b>\$630.44</b>
<b>Urban Forestry Services</b>					
	<b>26049</b>				
			<b>2023 - May - 1st Council Meeting</b>		
			<b>Invoice - 2023-857</b>		
				<b>Pioneer Park Tree Assessment</b>	
				002-000-576-80-41-00	Professional Services
					\$2,497.57
			<b>Total Invoice - 2023-857</b>		<b>\$2,497.57</b>
	<b>Total 26049</b>				<b>\$2,497.57</b>
<b>Total Urban Forestry Services</b>					<b>\$2,497.57</b>

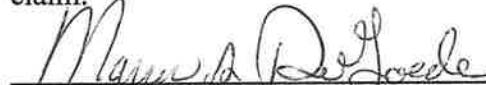
Vendor	Number	Reference	Account Number	Description	Category	Amount
US Bank-Parking Meter Fees						
	2018109			2023 - May - 1st Council Meeting		
		Invoice - USBnkApr2023				
			April 2023 Payment Station Fees			
			002-000-576-80-41-00	Professional Services		\$327.69
				Moorage/Launch Processing Fees		
			005-000-542-65-48-00	Repair & Maintenance		\$327.69
				Parking Lot Processing Fees		
						\$655.38
			Total Invoice - USBnkApr2023			
						\$655.38
		Total 2018109				
		Total US Bank-Parking Meter Fees				
						\$655.38
USA Bluebook						
	26050			2023 - May - 1st Council Meeting		
		Invoice - 328965				
			Citranox Cleaner			
			409-000-535-80-31-02	Lab Supplies		\$203.30
						\$203.30
		Total Invoice - 328965				
						\$203.30
		Total 26050				
		Total USA Bluebook				
						\$203.30
Utilities Underground Locate						
	26051			2023 - May - 1st Council Meeting		
		Invoice - 3040725				
			Underground Locates			
			401-000-534-80-41-00	Professional Services		\$18.06
				Notifications		
						\$18.06
		Total Invoice - 3040725				
						\$18.06
		Total 26051				
		Total Utilities Underground Locate				
						\$18.06
Ven Tek International						
	26052			2023 - May - 1st Council Meeting		
		Invoice - 137832				
			Monthly Maint. for Pmt Stations			
			002-000-576-80-41-00	Professional Services		\$203.63
			005-000-542-65-48-00	Repair & Maintenance		\$203.62
						\$407.25
		Total Invoice - 137832				
						\$407.25
		Total 26052				
		Total Ven Tek International				
						\$407.25

Vendor	Number	Reference	Account Number	Description	Amount
Water-Wasterwater Services	26053			2023 - May - 1st Council Meeting	
		Invoice - 56995		WWTP April 2023 Charges	
			409-000-535-80-41-03	Plant Operator	\$18,483.25
				Sewer Plant Operations	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$134.80
				Reimbursables	
			412-000-554-90-41-05	Compost Operator	\$17,288.38
				Compost Operations	
		Total Invoice - 56995			\$35,906.43
	Total 26053				\$35,906.43
Total Water-Wasterwater Services					\$35,906.43
Grand Total		Vendor Count	43		\$124,574.96



# Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **April 16, 2023** through **April 30, 2023** are a just, due and unpaid obligation against the Town of La Conner, and that I am authorized to certify to said claim.

  
\_\_\_\_\_  
Maria DeGoede, Finance Director

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

Payroll checks numbered 5714 through 5720	\$3,438.01
Auto Payments:	
AWC Benefit Trust #2018104	\$14,004.22
Deferred Comp #2018105	\$2,241.00
PERS Retirement #2018106	\$10,325.29
Teamsters Benefit #2018107	\$6,972.80
Auto Payroll Taxes #2018108	\$7,686.61
Payroll auto deposit	\$23,533.93

are approved for a total payment of \$68,201.86 this 9<sup>th</sup> day of May, 2023.

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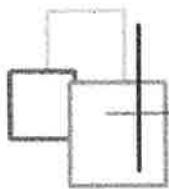
Councilmember – Finance Committee

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Councilmember – Finance Committee

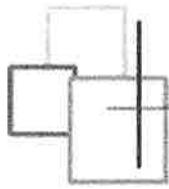
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Councilmember



# Register

Number	Name	Check Description	Cleared	Amount
5714	Dept of Labor & Industry	2023 - May - 1st Council Meeting		\$2,426.25
5715	Employment Security	2023 - May - 1st Council Meeting		\$94.77
<u>5716</u>	Employment Security Dept. Paid Family & Medical Leave	2023 - May - 1st Council Meeting		\$189.39
5717	Empower Annuity Ins. Co of America	2023 - May - 1st Council Meeting		\$75.00
5718	North Coast Credit Union	2023 - May - 1st Council Meeting		\$50.00
5719	Teamsters Local No. 231	2023 - May - 1st Council Meeting		\$132.50
5720	Washington State Support Registry	2023 - May - 1st Council Meeting		\$470.10
2018104	AWC Employee Benefit Trust	2023 - May - 1st Council Meeting		\$14,004.22
2018105	Dept of Retirement - Def Comp	2023 - May - 1st Council Meeting		\$2,241.00
2018106	Dept of Retirement Systems	2023 - May - 1st Council Meeting		\$10,325.29
2018107	WA Teamsters Welfare Trust	2023 - May - 1st Council Meeting		\$6,972.80
2018108	Washington Federal	2023 - May - 1st Council Meeting		\$7,686.61
<u>Direct Deposit Run - 5/2/2023</u>	Payroll Vendor	2023 - May - 1st Council Meeting		\$23,533.93
				<b>\$68,201.86</b>



## Register Activity

Method	Reference	Posting Reference	Detail Payment
<b>Direct Deposit Run - 5/2/2023</b>	<b>Payroll Vendor</b>	<b>2023 - May - 1st Council Meeting</b>	<b>\$23,533.93</b>
Avery, Adam W	ACH Pay - 6409	Posting Run - 5/1/2023 2:38:55 PM	\$277.05
Avery, Annie L	ACH Pay - 6410	Posting Run - 5/1/2023 2:38:55 PM	\$184.70
Banaszak, Sam E	ACH Pay - 6411	Posting Run - 5/1/2023 2:38:55 PM	\$91.77
Carlson, Ivan J	ACH Pay - 6414	Posting Run - 5/2/2023 11:08:08 AM	\$137.38
Chamberlain, MaryLee S	ACH Pay - 6415	Posting Run - 5/2/2023 11:08:08 AM	\$137.38
Dole, Richard L	ACH Pay - 6416	Posting Run - 5/2/2023 11:08:08 AM	\$102.38
Eills, Ajah G	ACH Pay - 6417	Posting Run - 5/2/2023 11:08:08 AM	\$1,681.63
Hillard, Margaret A	ACH Pay - 6419	Posting Run - 5/2/2023 11:08:08 AM	\$594.48
Kerley-DeGoede, Maria A	ACH Pay - 6420	Posting Run - 5/2/2023 11:08:08 AM	\$2,177.41
Lease, Brian	ACH Pay - 6421	Posting Run - 5/2/2023 11:08:08 AM	\$2,859.09
Lovejoy, Lynne	ACH Pay - 6422	Posting Run - 5/2/2023 11:08:08 AM	\$695.35
Mesman, Benjamin F	ACH Pay - 6412	Posting Run - 5/1/2023 2:38:55 PM	\$184.70
Moore, Andrea L	ACH Pay - 6423	Posting Run - 5/2/2023 11:08:08 AM	\$1,753.30
Palaniuk, Kevin R	ACH Pay - 6424	Posting Run - 5/2/2023 11:08:08 AM	\$2,051.62
Park, Todd W	ACH Pay - 6425	Posting Run - 5/2/2023 11:08:08 AM	\$2,221.71
Pena-Ayon, Manuel A	ACH Pay - 6426	Posting Run - 5/2/2023 11:08:08 AM	\$1,496.87
Reinstra, Aaron E.	ACH Pay - 6413	Posting Run - 5/1/2023 2:38:55 PM	\$91.77
Reinstra, Aaron M.	ACH Pay - 6427	Posting Run - 5/2/2023 11:08:08 AM	\$1,844.29
Sherman, Albert R	ACH Pay - 6428	Posting Run - 5/2/2023 11:08:08 AM	\$1,792.25
Taylor, Anne M	ACH Pay - 6429	Posting Run - 5/2/2023 11:08:08 AM	\$137.38
Thomas, Scott G	ACH Pay - 6430	Posting Run - 5/2/2023 11:08:08 AM	\$2,884.04
Wohleb, Mary M	ACH Pay - 6431	Posting Run - 5/2/2023 11:08:08 AM	\$137.38
			<b>\$23,533.93</b>

# Reports

- 1) Revenue/Expenditure Report**
- 2) Department Head Reports**

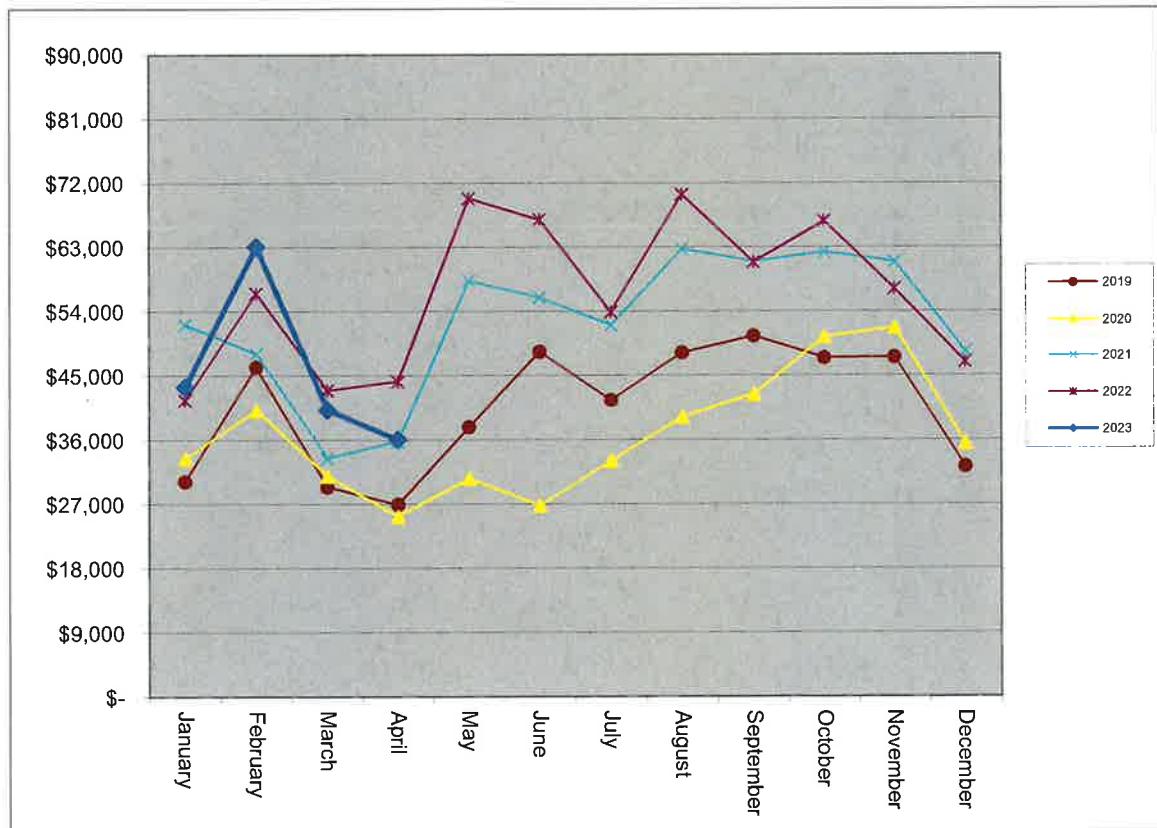
**TOWN OF LA CONNER**  
**Treasurer's Report**  
**April 2023 - Year to Date**

<b>Fund</b>	<b>Fund Name:</b>	<b>Budget</b>	<b>Revenues to Date</b>	<b>% of Budget</b>	<b>Budget</b>	<b>Expenditures to Date</b>	<b>% of Budget</b>
001	General Fund	1,166,705	377,682	32%	1,461,327	369,307	25%
002	Park & Port	208,703	96,811	46%	345,749	63,791	18%
003	Facilities	316,873	43,582	14%	376,211	67,898	18%
004	Public Art	3,121	691	22%	2,000	1,032	52%
005	Streets	227,100	97,767	43%	287,001	101,805	35%
123	Hotel Motel	133,190	39,554	30%	255,261	(340)	0%
214	Fire Hall Bond	49,232	14,781	30%	39,125		0%
303	Flood Control	65	197	302%	500	-	0%
304	REET 1	36,093	9,656	27%	80,500	-	0%
305	REET 2	36,093	9,669	27%	500	-	0%
401	Water	1,169,088	367,207	31%	1,234,554	363,817	29%
403	Storm Drainage	339,400	140,785	41%	802,892	185,100	23%
409	Sewer	948,061	314,885	33%	1,093,917	203,638	19%
412	Sewer Compost	1,090,598	421,159	39%	1,197,253	229,756	19%
<b>TOTALS</b>		<b>5,724,322</b>	<b>1,934,426</b>	<b>34%</b>	<b>7,176,790</b>	<b>1,585,803</b>	<b>22%</b>

## Town of La Conner

### Sales Tax Receipts

Month	2019	2020	2021	2022	2023	
January	30,175.85	33,427.50	52,155.18	41,561.10	43,390.62	
February	46,229.98	40,192.52	48,035.77	56,546.93	63,103.16	
March	29,417.50	30,913.88	33,430.43	42,937.78	40,187.49	
April	26,966.79	25,318.90	35,756.91	44,209.82	36,015.58	
May	37,794.49	30,598.74	58,286.79	69,865.79		
June	48,324.00	26,758.90	55,900.26	66,878.23		
July	41,577.04	33,062.15	52,061.10	53,917.06		
August	48,230.60	39,233.38	62,720.18	70,383.49		
September	50,535.10	42,409.55	60,971.61	60,899.83		
October	47,472.63	50,406.48	62,268.96	66,647.98		
November	47,582.86	51,733.86	60,911.19	57,164.48		
December	32,252.37	35,510.27	48,334.16	46,910.27		
<b>TOTAL</b>	<b>486,559.21</b>	<b>439,566.13</b>	<b>630,832.54</b>	<b>677,922.76</b>	<b>182,696.85</b>	<b>29.99%</b>
Budgeted	512,194.00	469,860.00	328,202.00	492,303.00	609,181.00	
Rec Year to Date	486,559.21	439,566.13	630,832.54	677,922.76	182,696.85	
Annual Monthly Avg	40,546.60	36,630.51	52,569.38	56,493.56	15,224.74	
Amount needed to meet budget:					426,484.15	

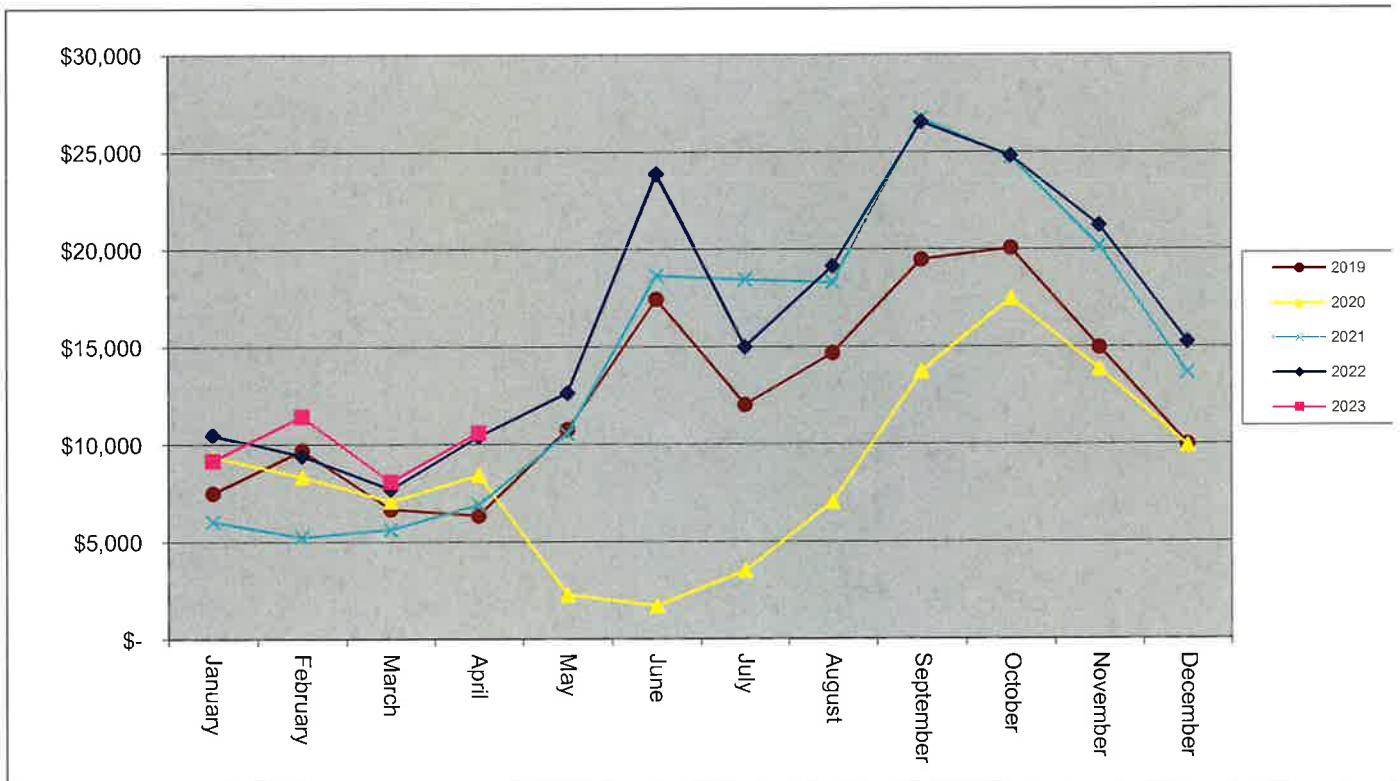


## Town of La Conner

### Annual Hotel/Motel Receipts

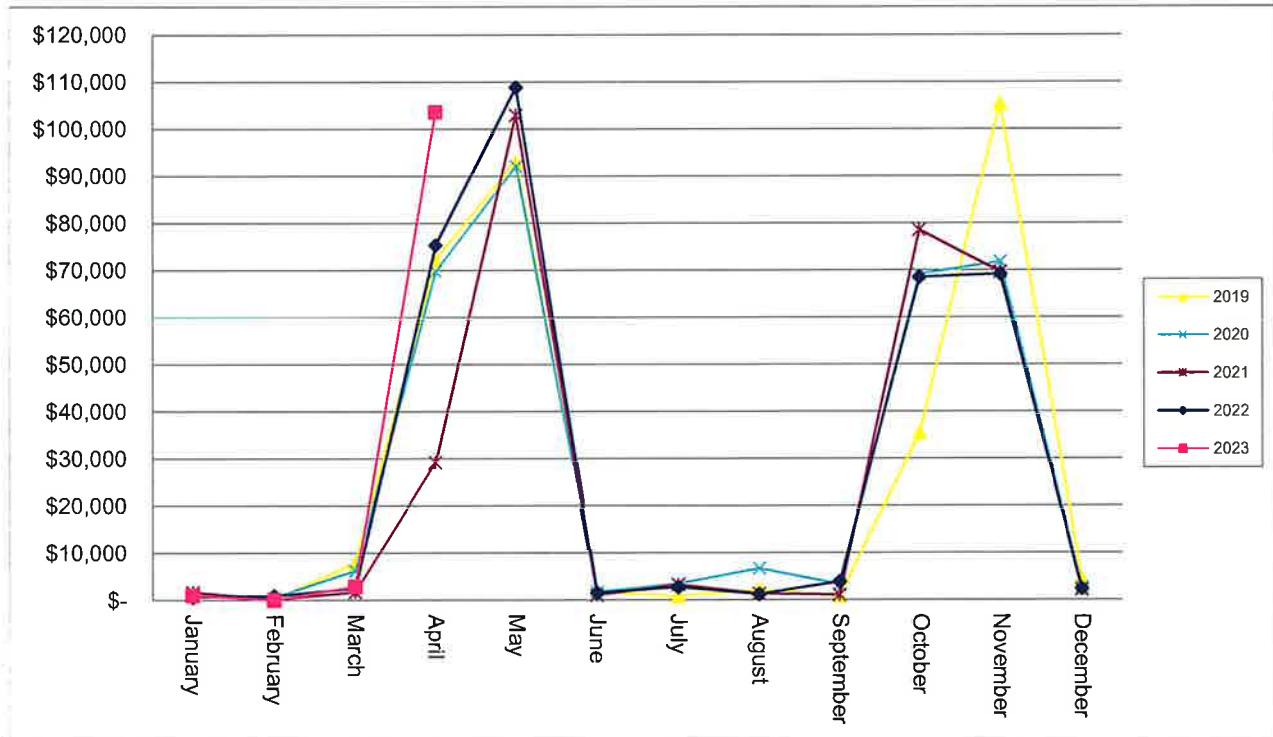
Month	2019	2020	2021	2022	2023
January	7,497.66	9,363.38	6,025.96	10,500.64	9,175.12
February	9,690.49	8,348.90	5,235.46	9,409.26	11,438.50
March	6,671.37	7,077.20	5,622.06	7,698.52	8,082.72
April	6,345.27	8,431.24	6,895.04	10,399.52	10,591.94
May	10,750.73	2,279.94	10,542.90	12,633.28	
June	17,435.97	1,715.92	18,643.56	23,829.20	
July	12,029.36	3,518.70	18,439.86	14,988.76	
August	14,672.64	7,056.40	18,295.26	19,136.57	
September	19,470.30	13,732.36	26,730.28	26,545.62	
October	20,056.92	17,480.20	24,731.96	24,802.90	
November	14,956.14	13,844.66	20,184.16	21,228.28	
December	9,984.18	9,930.96	13,653.56	15,232.24	
<b>TOTAL</b>	<b>149,561.03</b>	<b>102,779.86</b>	<b>175,000.06</b>	<b>196,404.79</b>	<b>39,288.28</b>
Budgeted	126,000.00	126,000.00	88,200.00	132,300.00	133,040.00
Received Year to Date	149,561.03	102,779.86	175,000.06	196,404.79	39,288.28
Monthly Average	12,463.42	8,564.99	14,583.34	16,367.07	3,274.02
Amount needed to meet budget:					93,751.72

29.53%



**Town of La Conner**  
**Annual Property Taxes**

Month	2019	2020	2021	2022	2022
January	1,480.54	1,366.53	1,735.37	679.87	1,020.21
February	55.46	540.84	123.80	923.67	-
March	7,827.98	6,187.85	1,731.98	2,479.49	2,889.62
April	72,247.70	69,784.34	29,295.28	75,356.27	103,626.12
May	93,081.57	92,047.43	102,991.26	108,828.88	
June	1,746.84	1,723.19	1,047.57	1,503.75	
July	801.22	3,510.19	3,275.00	2,725.34	
August	2,224.34	6,704.12	1,381.95	1,259.96	
September	821.35	3,314.93	1,100.00	3,887.71	
October	35,440.06	69,156.88	78,553.96	68,521.30	
November	105,448.19	71,812.11	69,666.72	69,178.91	
December	4,485.35	2,652.74	2,154.94	2,392.56	
<b>TOTAL</b>	<b>325,660.60</b>	<b>328,801.15</b>	<b>293,057.83</b>	<b>337,737.71</b>	<b>107,535.95</b>
Budgeted	308,000.00	328,840.00	330,004	336,612	352,971
Received Year to Date	325,660.60	328,801.15	293,057.83	337,737.71	107,535.95
Monthly Avg	27,138.38	27,400.10	24,421.49	28,144.81	8,961.33
<b>Amount needed to meet budget:</b>					<b>245,435.05</b>
30.47%					

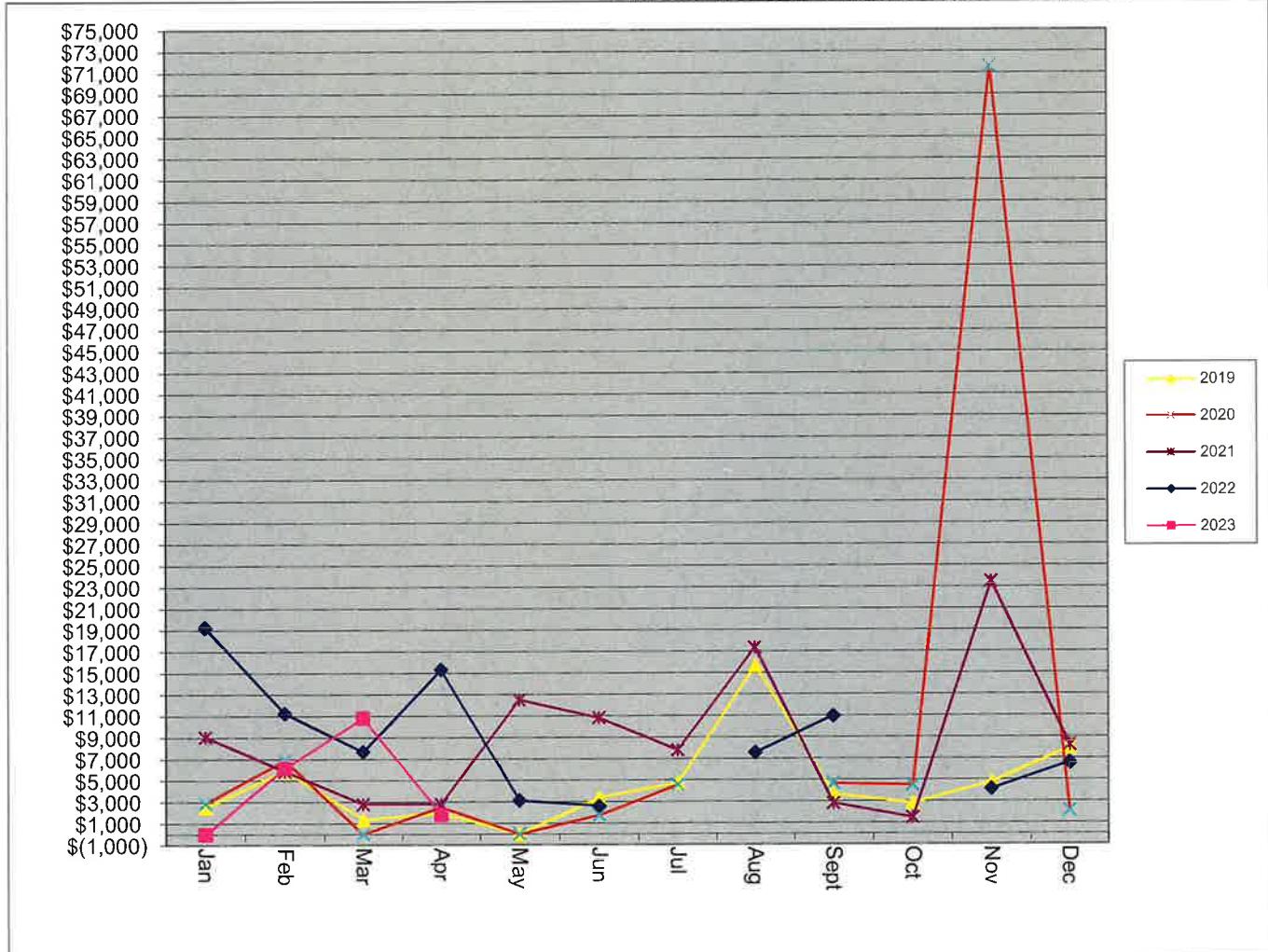


**Town of La Conner**  
**Annual REET**

Month	2019	2020	2021	2022	2023
Jan	2,549.26	2,887.09	9,078.30	19,230.75	-
Feb	5,915.25	6,878.02	5,860.80	11,263.69	6,179.19
Mar	1,373.67	-	2,796.75	7,672.50	10,820.70
Apr	1,980.00	2,538.11	2,796.75	15,300.45	1,825.00
May	-	-	12,508.65	3,118.50	
Jun	3,388.27	1,757.25	10,815.74	2,598.75	
Jul	4,791.60	4,566.37	7,825.50		
Aug	15,688.02		17,362.12	7,548.75	
Sept	3,712.25	4,682.69	2,821.50	10,976.62	
Oct	2,846.25	4,497.07	1,480.05		
Nov	4,826.25	71,626.40	23,472.90	4,149.50	
Dec	7,969.68	2,128.50	8,256.60	6,599.50	
<b>TOTAL</b>	<b>55,040.50</b>	<b>101,561.50</b>	<b>105,075.66</b>	<b>88,459.01</b>	<b>18,824.89</b>

Budgeted	36,250.00	36,000.00	36,000.00	40,000.00	72,000.00
Received Year to Date	55,040.50	101,561.50	105,075.66	88,459.01	18,824.89
Monthly Average	4,586.71	8,463.46	8,756.31	7,371.58	1,568.74

Amount needed to meet budget: 53,175.11

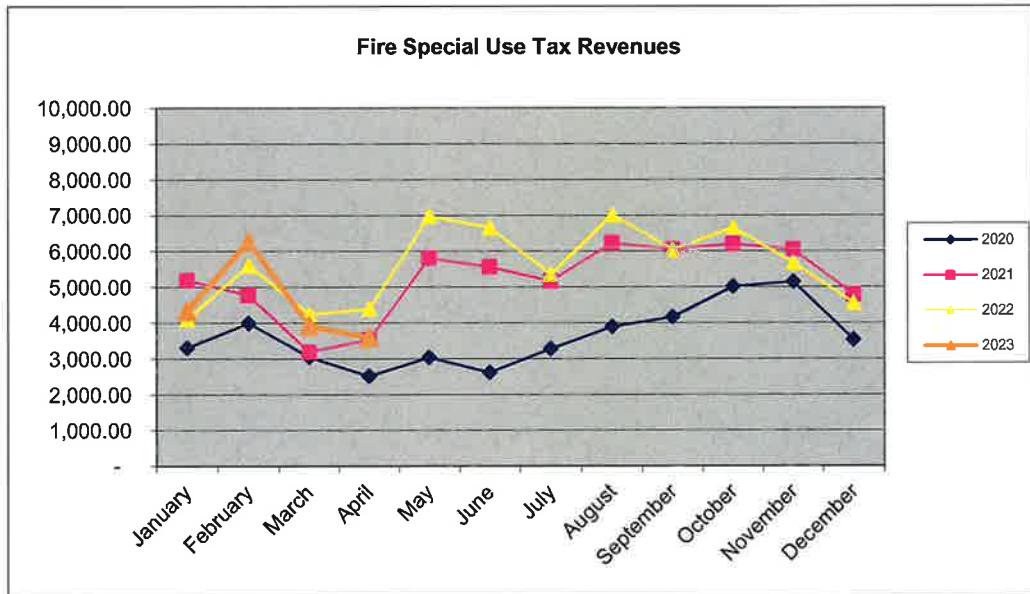


**Town of La Conner**  
**Special Use Fire Tax Revenue**

Month	2020	2021	2022	2023
January	3,304.44	5,196.26	4,108.62	4,333.29
February	3,992.09	4,779.92	5,609.50	6,278.74
March	3,046.20	3,192.27	4,237.71	3,923.57
April	2,516.68	3,536.70	4,396.10	3,593.96
May	3,036.90	5,807.88	6,984.88	
June	2,614.87	5,569.18	6,661.47	
July	3,278.86	5,170.83	5,364.02	
August	3,896.38	6,230.94	7,019.56	
September	4,163.65	6,055.85	6,041.25	
October	5,014.80	6,201.24	6,659.05	
November	5,146.63	6,052.29	5,673.70	
December	3,526.88	4,795.36	4,555.14	
<b>TOTAL</b>	<b>43,538.38</b>	<b>62,588.72</b>	<b>67,311.00</b>	<b>18,129.56</b>
Budgeted	43,334.00	30,334.00	45,501.00	50,000.00
Received Year to Date	43,538.38	62,588.72	67,311.00	18,129.56
Monthly Avg	3,628.20	5,215.73	5,609.25	1,510.80

36.26%

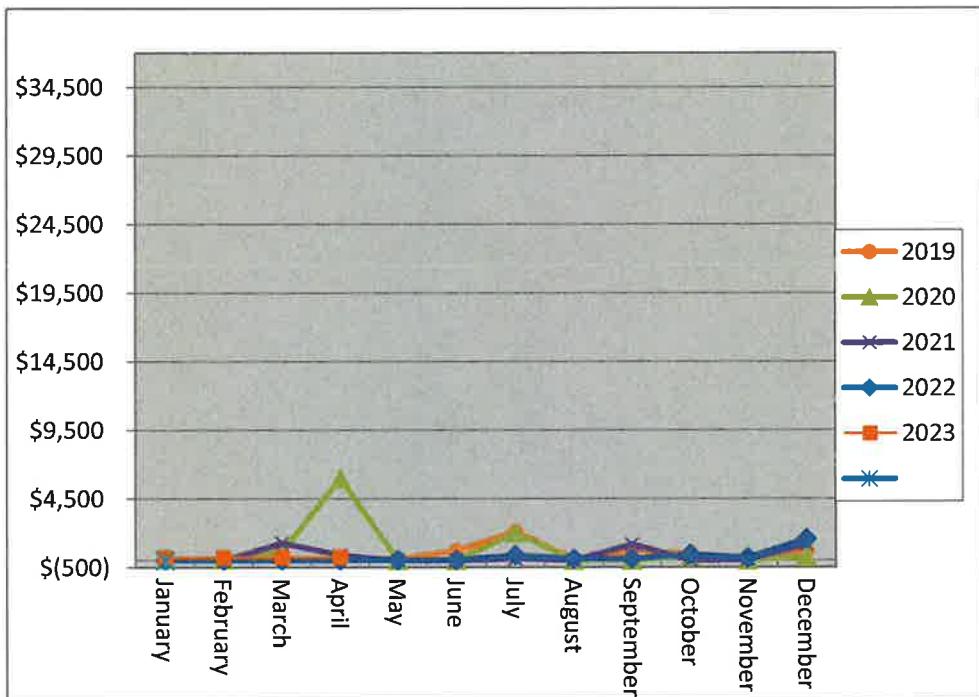
Amount needed to meet budget: 31,870.44



## Town of La Conner

### Investment Interest Receipts

Month	2019	2020	2021	2022	2023	
January	120.16	85.01	53.53	4.52	222.14	
February	109.68	77.60	6.04	4.86	211.19	
March	122.14	654.91	1,256.42	11.21	242.20	
April	119.28	5,977.72	396.24	19.48	243.73	
May	121.31	24.67	3.80	35.04		
June	716.80	17.74	3.62	48.70		
July	2,117.37	2,000.42	141.11	382.44		
August	111.91	12.71	3.92	112.03		
September	702.78	9.88	1,169.94	123.87		
October	502.90	283.03	4.66	446.26		
November	87.05	7.74	59.37	182.53		
December	679.48	279.06	1,157.59	1,549.18		
<b>TOTAL</b>	<b>5,510.86</b>	<b>9,430.49</b>	<b>4,256.24</b>	<b>2,920.12</b>	<b>919.26</b>	<b>18.10%</b>
Budgeted	5,500.00	5,500.00	4,465.00	4,581.00	5,079.00	
Received Year to Date	5,510.86	9,430.49	4,256.24	2,920.12	919.26	
Monthly Average	459.24	785.87	354.69	243.34	76.61	
Amount needed to meet budget:					4,159.74	





# ***TOWN OF LA CONNER***

## **Monthly Planner's Report**

April 2023

### **NEW APPLICATIONS ACCEPTED:**

#### **Land Use**

- LU23-09S 503 Morris St, sign permit
- LU23-10S 609 S. 1<sup>st</sup> St, sign permit
- LU23-11LL 314 Caledonia St, lot line adjustment

#### **Building Permit**

- BP23-15SS 912 Park St, side sewer installation
- BP23-16SS 914 Park St, side sewer installation
- BP23-17SS 916 Park St A and B, side sewer installation
- BP23-18SS 918 Park St, side sewer installation
- BP23-19ROW 520 Morris St, fiber cable splice and install

#### **Misc. Permit**

- LU23-07LCMC-UDC, updates to the development code surrounding adult businesses
- LU23-08SEPA, a SEPA triggered by the proposed updates to the LCMC

#### **Planning Commission:**

The Planning Commission met on April 4<sup>th</sup>, 2023 and April 18<sup>th</sup>, 2023. On April 4<sup>th</sup>, staff presented updates to La Conner's municipal code in order to regulate adult businesses within the town limits of La Conner. On April 18<sup>th</sup>, staff presented additional adult business zoning regulations, as well as an update on the transportation element of the comprehensive plan.

#### **Hearing Examiner:**

There was no business before the Hearing Examiner in April 2023.

#### **Comprehensive Plan Update:**

This month, town staff worked on the housing, transportation, public participation, parks and recreation, and the essential public facilities elements of the comprehensive plan. This included submitting a Population Estimate Survey to the Office of Financial Management, undertaking a parking survey, finalizing the text for the door hangers, meeting with La Conner School District staff, and reaching out to the Senior Center to develop senior outreach. Looking forward to May, staff will continue to survey parking, distribute the door hangers, continue working with the senior center, and approach the newspaper with the intention of writing explanatory guest columns.

#### **General Planning Activities:**

- The staff has received comment letters for the 2023 update for the municipal code, and is currently reviewing them internally.
- The staff continued the Comprehensive Plan Update, starting with public outreach and communication.
- Continuing review of development applications.
- Continuing review of permit applications.
- Continuing response to public inquiries regarding land use.
- Long term planning priorities:
  - Neighborhood plan for Commercial Transitional Zone.
  - 2023-2025 Comprehensive Plan Update
  - Public Participation and Communication

# Public Works

## Department Head Report

### April – 2023

#### Water:

- DOH Office of Drinking Water Sanitary Survey (audit) took place April 27th. This survey takes place every 5 years, compliance, management, operations and maintenance with the town's water system. A full report will arrive in the next few weeks.
- Replaced a fire hydrant at La Conner Whitney and Flats Road.
- Recently completed water system related training on current Cyber Security and Record Keeping.
- Water System Plan Update. The project is moving along slowly and is very time consuming.
- Asset Management program and implementation is on hold until time allows.

#### Drainage:

- Sixth Street Storm Pump Station; communication equipment is in the process of warranty replacement.

#### Streets:

- Maple Crosswalks, the request for flasher warning crosswalk system is \$12,000 per crosswalk.
- Traffic calming speed cushions, the two cushions will be installed by mid-May.
- I will be working on a traffic calming policy/ design standards. This will more than likely involve traffic engineers. More discussion to come.
- Annual repainting of red curbs, yellow/loading zone and blue ADA completed.
- Asphalt and gravel pothole repairs.

#### Park and Port:

- Pioneer Park Tree Assessment; I have recently received the arborist report and will be making recommendations in the near future.
- The abandoned boats are staged at the south end of town. Demolish and haul out late June.
- Tulip Parade.
- The three Kiosks have been delivered, repairs and new powder coating. They will be reassembled and installed by mid-June.
- Salmon Slide; still working on contractors to bid.
- Emergency Management Commission; compiling flood information for the commission.

#### Facilities:

- Fire Hall Roof will be out for bid in the next week.
- HVAC upgrades to Maple Hall and Fire Hall. I have found this to be more complex due to the current energy code/credits for commercial buildings. I have mechanical HVAC engineer onboard to assist with design/bid specifications. Rebid will be two to three weeks.
- Security Cameras are scheduled to be installed the first week of June.
- Maple Hall; requested ADA Parking along Commercial Street in front of Maple Hall is not recommended as it exceeds the 2% slope design standards. Current slope is 5.5%.

#### Other:

- Finally a new hire, Chris Smith will be joining public works full time starting June 1<sup>st</sup>.
- Projects; 306 Center multifamily, 303 Center Replace Garage, Lime Dock Remodel, Snapdragon Flats Project, BYK Snapdragon BP, Ellis project, 747 Maple short plat, and Channel Cove 5 new residential units.

# Fire Chief / Code Enforcement Report

## Apr-23

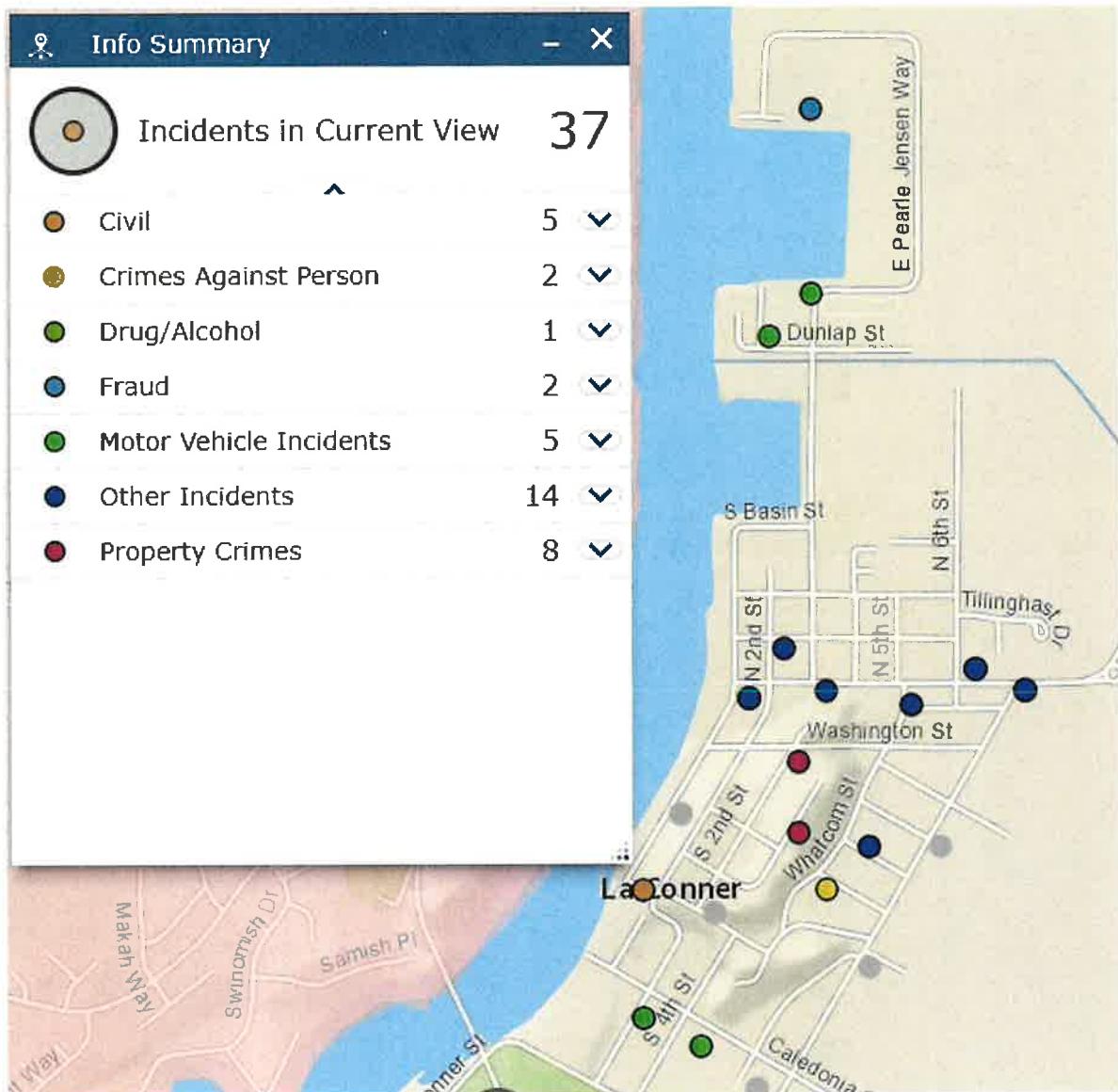
<b>Alarms:</b> 300-Med	<b>34 Emergency Calls</b> 30 100-Fire	<b>Ave # Responders:</b> 2 700-False	2.5 2
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**Calendar:**  
5-Apr Bussiness  
12-Apr Table Top  
19-Apr Radio  
26-Apr Hose Attacks

**Events:**  
Easter Egg Hunt  
Tulip Parade  
Tulip Traffic

**Enforcement Notes:**  
Parking on 1st-Increased Traffic  
Signage  
Park Patrols  
Noise Complaints  
Car Break-ins

Aaron Reinstro  
Fire Chief/Code enforcement  
Town of La Conner



Date/Time	Case Number	Nature/Description	Category
3/31/2023, 1:11 PM	23-03915	Vehicle Accident	Motor Vehicle Incidents
4/1/2023, 8:47 AM	23-03954	Alarm	Other Incidents
4/1/2023, 4:12 PM	23-03969	Found Property	Civil
4/5/2023, 6:11 AM	23-04142	Vehicle Prowl	Property Crimes
4/5/2023, 5:25 PM	23-04172	Burglary	Property Crimes
4/6/2023, 9:32 AM	23-04193	Traffic Enforcement	Motor Vehicle Incidents
4/7/2023, 6:19 AM	23-04244	Prowler	Crimes Against Person
4/7/2023, 3:21 PM	23-04256	Property Theft	Property Crimes
4/7/2023, 3:54 PM	23-04258	Found Property	Civil
4/7/2023, 5:08 PM	23-04262	Fraud Violation	Fraud
4/9/2023, 4:58 PM	23-04346	Juvenile Problem	Other Incidents
4/9/2023, 7:05 PM	23-04352	Welfare Check	Other Incidents
4/10/2023, 11:55 AM	23-04386	Alarm	Other Incidents
4/10/2023, 7:20 PM	23-04412	Welfare Check	Other Incidents
4/10/2023, 8:30 PM	23-04414	Suspicious Circumstances	Other Incidents
4/10/2023, 9:48 PM	23-04420	Suspicious Circumstances	Other Incidents
4/11/2023, 10:00 AM	23-04432	Welfare Check	Other Incidents
4/15/2023, 10:25 AM	23-04614	Suspicious Circumstances	Other Incidents
4/16/2023, 2:41 PM	23-04669	Controlled Substance Problem	Drug/Alcohol
4/17/2023, 8:45 AM	23-04704	Alarm	Other Incidents
4/17/2023, 9:46 AM	23-04715	Fraud Violation	Fraud
4/19/2023, 11:18 AM	23-04808	Civil Problem	Civil
4/19/2023, 9:22 PM	23-04831	Civil Problem	Civil
4/20/2023, 3:35 AM	23-04838	Alarm	Other Incidents
4/25/2023, 9:34 AM	23-05082	Trespassing Violation	Property Crimes
4/25/2023, 10:57 AM	23-05085	Vehicle Prowl	Property Crimes
4/25/2023, 6:11 PM	23-05107	Vehicle Prowl	Property Crimes
4/26/2023, 8:09 AM	23-05125	Vehicle Prowl	Property Crimes
4/26/2023, 10:22 AM	23-05134	Vehicle Prowl	Property Crimes
4/26/2023, 12:37 PM	23-05138	Welfare Check	Other Incidents
4/27/2023, 9:20 AM	23-05173	Civil Problem	Civil
4/27/2023, 5:01 PM	23-05207	Traffic Hazard	Motor Vehicle Incidents
4/27/2023, 6:19 PM	23-05209	Vehicle Accident	Motor Vehicle Incidents
4/28/2023, 10:50 AM	23-05236	Harassment Of Person	Crimes Against Person
4/28/2023, 1:24 PM	23-05249	Welfare Check	Other Incidents
4/29/2023, 7:58 PM	23-05334	Vehicle Accident	Motor Vehicle Incidents
4/30/2023, 7:57 PM	23-05364	Agency Assistance	Other Incidents

Total in Town hours: 111

Total in zone hours: 990



## **Town of La Conner**

Honorable Mayor or and Town Council

Monthly Report of Wastewater Treatment Plant Operations & Maintenance

**Month:** April 2023

During the month of April, the plant met NPDES permit requirements.  
*See attached spreadsheet for WWTP data.*

### **Locates**

- There were thirteen (13) locates in April with no issues.

### **Call Outs-Emergencies**

- Power outage on April 9, 2023.

### **System Maintenance**

- Grinded yard waste pile.
- Compost mixer down, needs a new hydraulic pump.
- Four (4) new side sewer hookups.

### **Process Changes**

### **Miscellaneous**

- Clarifier #1 needs upgrade.
- Radio remote control for the compost mixer has weak signal.
- Both wasting pumps down.

### **Compost Sales:**

#### **Wholesale**

87 yards were sold in April– 87 yards year to date.

#### **Retail Sales**

686 yards were sold in April– 2,608 yards year to date.

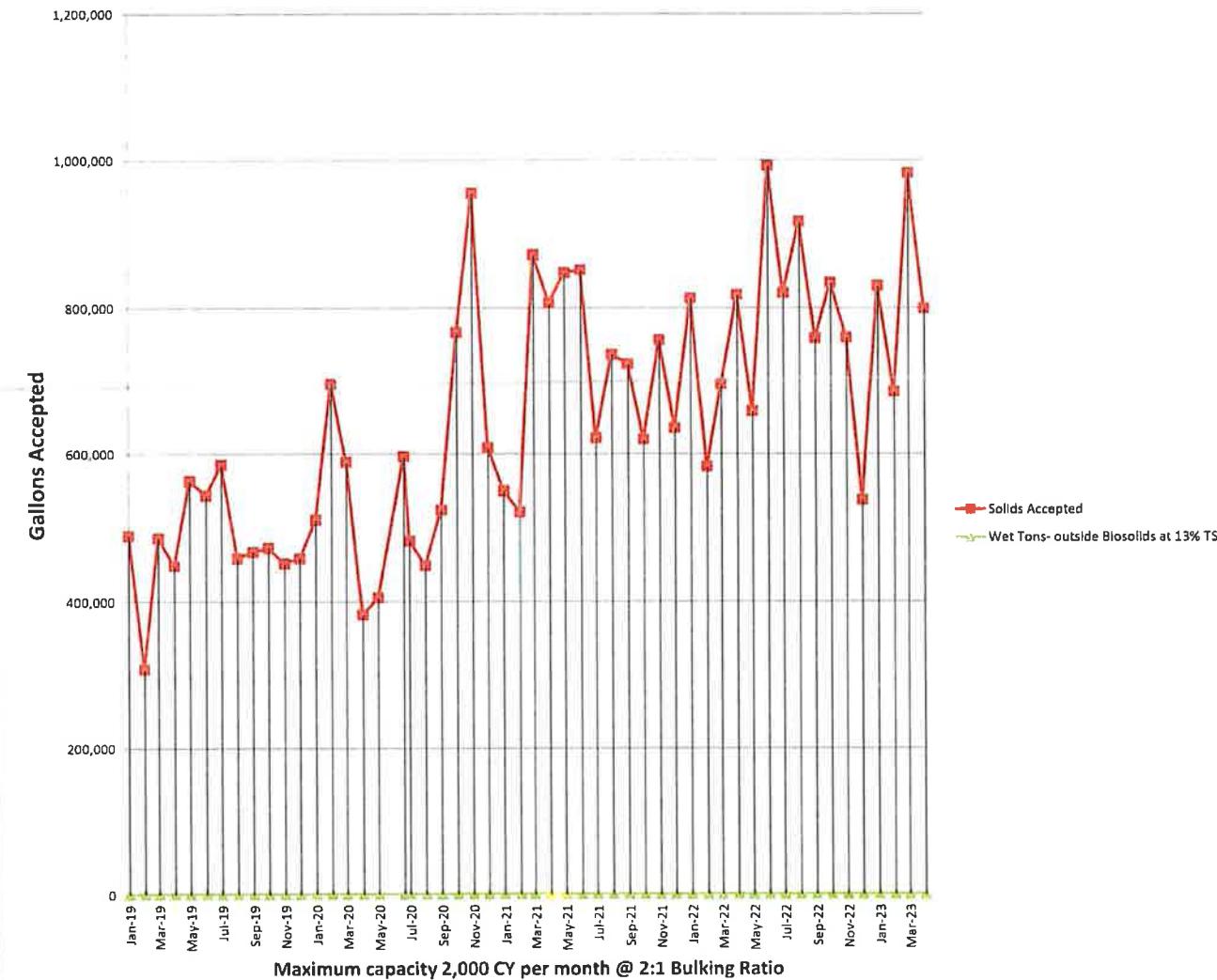
**In April 2023 the Town received in 686 yards of retail and wholesale compost for a total of \$6,334.00.**

### **Metered Flow:**

Influent:	<u>8,880,000 Gallons</u>
Tribal:	<u>2,084,485 Gallons</u>
Hydrant:	<u>0 Gallons</u>
Belt Press:	<u>1,016,201 Gallons</u>
Reuse Water:	<u>361,384 Gallons</u>

<b>LaConner Wastewater Treatment Plant</b> <b>Monthly Data 2023</b>										
Date	WWTP Total Flow Treated	WWTP Daily Avg Treated	WWTP Max Daily Treated	WWTP Flow Last Year	WWTP Flow up/down from LY	Gallons of Outside Waste Processed	Gallons of Outside Waste Processed Last year	Up/down from last year	Wet tons of 95% Biosolids Processed	Wet tons of <95% Biosolids Processed
Jan-23	11,013,000	359,000	555,000	13,780,000	21%	945,220	899,297	5%	0	0
Feb-23	8,850,000	316,000	626,000	13,780,000	36%	809,755	761,967	6%	0	0
Mar-23	10,260,000	331,000	433,000	10,290,000	1%	1,115,598	891,855	21%	0	0
Apr-23	8,880,000	296,000	348,000	10,290,000	14%	972,540	1,014,712	5%	0	0
<span style="background-color: #90EE90; display: inline-block; width: 15px; height: 10px;"></span> means UP <span style="background-color: #FF0000; display: inline-block; width: 15px; height: 10px;"></span> means DOWN										

### LaConner Wastewater Treatment Plant Monthly Data 2019- Present



# New Business

- 1) **Resolution – Appointing of Hallie Walls to the Art's Commission**

# **Town of La Conner**



**RESOLUTION NO. \_\_\_\_\_**

## **A RESOLUTION CONSENTING TO THE MAYOR'S APPOINTMENT TO THE LA CONNER ARTS COMMISSION**

**WHEREAS**, LCMC 2.47.020 authorizes the mayor to appoint to the Arts Commission a La Conner High School student, based upon advice received from the principal of the La Conner High School; and

**WHEREAS**, the Mayor has received the recommendation of principal Christine Tripp to appoint Hallie Walls as a nonvoting member of the Arts Commission to a term that commences on June 2, 2023 and expires on June 1, 2024; and

**WHEREAS**, Ms. Walls has indicated her desire to serve La Conner through the work of the Arts Commission; and

**WHEREAS**, the Town Council desires to consent and approve this appointment;

**NOW THEREFORE BE IT RESOLVED**, the La Conner Town Council consents and approves of the appointment of Hallie Walls to the La Conner Arts Commission, consistent with the terms of office defined above.

Approved by vote of the La Conner Town Council this \_\_\_\_\_ day of May, 2023.

**TOWN OF LA CONNER, WASHINGTON**

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Ramon Hayes, Mayor

Approved as to form:

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Scott Thomas, Town Attorney

**ATTEST:**

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Maria DeGoede, Finance Director