



TOWN COUNCIL AGENDA

June 13, 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

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 of May 23, 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
3. Pioneer Park Tree Removal

VIII. NEW BUSINESS:

1. Resolution – Appointment to the Planning Commission – Holt
2. Appointment of Mayor Pro-Tem (Carlson)

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/83339865419?pwd=dnhsbS93WFFLNINVEZXbnpiK3R6QT09>

Meeting ID: 833 3986 5419

Passcode: 941756

One tap mobile

Phone Number: 1-253-215-8782

Meeting ID: 833 3986 5419

Passcode: 941756

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

Consent Agenda

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

Town of La Conner

Town Council Meeting
May 23, 2023 – 6:00 p.m.

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, Chamberlain and Wohleb.

Also present: Administrator Thomas, Finance Director DeGoede, 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.

Public Comments:

Resident Debbie Aldrich suggested an Environmental Impact Statement for both the small houses project behind Pioneer Market and the Jenson property

Resident Linda Talman spoke in support of a community garden at the Jenson Property and discussed the need to educate the public on ADU's as an option for affordable housing. However, they must be regulated to avoid vacation rental use.

Resident William Smith is concerned vacation rentals of small houses would undermine the affordability the small houses would bring; He also would like future uses and ownership incorporated in the Town regulations for the small homes.

Planner Davolio noted the Planning Commission will begin discussions on long-term and short-term rental regulations at the first meeting in June.

Resident Jim Matthews is also in support of a community garden at the Jenson property and suggested a second public comment as an Agenda item towards the end of the meeting,

Councilmember Carlson requested removing his name as present in the minutes. He was not present at the May 9, 2023 meeting.

Consent Agenda:

Approval of Agenda

Approval of the Minutes of the May 9, 2023 Council Meeting

Accounts Payable:	Checks 26054 - 26095	\$228,578.70
	<u>Electronic Pmts. 2018112 Excises Tax</u>	<u>\$7,341.76</u>
	Total Accounts Payable	\$235,920.46
Payroll of May 19, 2023:	Checks 5721 - 5726	\$3,202.61
	Payroll Auto Tax Payment #2018111	\$7,430.08
	<u>Payroll Auto Deposit</u>	<u>\$22,267.36</u>
	Total Payroll	\$32,900.05

Councilmember Wohleb moved to approve the Consent Agenda with the requested change of removing Councilmember Carlson's name as present. Motion seconded by Councilmember Dole. Motion carried 5/0.

Administrator's Report:

After Council discussions, the Council retreat was set for Monday, July 24, 2023.

Mayor's Report:

Mayor Hayes congratulated Marna Hanneman and Councilmembers Taylor and Wohleb on the outcome of the election registrations. He also noted he will be going to the Governor's office soon to discuss the needs of the Town.

Council Committee Reports:

Arts Commission: Councilmember Taylor reported the Arts Commission is looking for Hotel Motel funding for upcoming restoration and repair of art in Town and possibly storage during the winter. Recently the Art Walk Brochure was completed and is being distributed. The Arts Commission will be taking the summer off and will resume their meetings in September 2023.

Emergency Management Commission: Councilmember Dole reported they are moving forward on the short-term plans for the upcoming flood season. One proactive plan is to set ecology blocks on the South end of Town,

Communication Committee: Councilmember Chamberlain shared the meeting at the library went well. The citizens that did show up came ready to listen and share on topics related to the Comprehensive Plan and other items of interest. Door hangers will be distributed throughout Town to encourage public participation with the Comprehensive Plan.

Parks Commission: Councilmember Wohleb reported the repair of the kiosks should be done soon, they are still waiting on the County permits for the Waterfront Park Pavilion and discussions are ongoing on replacing the trees in Town.

Councilmember Wohleb also shared the Skagit Valley Clean Energy Cooperative Gala was a success. It involved a solar presentation, meet and greet with installers followed by music. Future events will focus on information.

Center Street Project:

Planner Davolio met with the applicants. They completed the borings for soil samples and will submit their building permits by the end of June. Due to a 500 square foot area of soil found to be contaminated, they requested to start digging early to remove it. It will be allowed with the conditions of verifying the utility locations first and an engineer must be on site.

Jenson Property:

The Mayor reminded the citizens, the property was considered a long-term project at the time of purchase. We neither have the time nor the resources to do anything with it at this time.

Moratorium on Adult Business Regulations in La Conner:

Planner Davolio explained this will amend Chapter 5 of the La Conner Municipal Code, Licensing of Businesses, by adding regulations for adult businesses. One is limiting locations to our industrial zones, which are the far North end of Town owned by the Port, and the far South end of Town. The second is to set the regulations required of business owners and employees of adult businesses. The Planning Commission has reviewed the document presented tonight and forwarded it on to Council with their recommendation of approval for State review.

PUBLIC HEARING –Adult Businesses and Regulations:

6:41 p.m. Mayor Hayes opened the Public Hearing.

Resident Jim Matthews referred to a past gun business that was allowed to open but a cannabis business was denied. Could something like that happen to an adult business?

Resident Glen Johnson suggested sending them out of Town limits.

Resident Linda Talman questioned why the County doesn't have the burden of regulating these businesses and why the Port has the right to deny these businesses.

Planner Davolio stated the Port has the right as a property owner to deny a business. Because of specific State Laws, we can't ban these businesses, so we need to identify areas for use. As for the County, they have no regulations for adult businesses.

6:49 p.m. Mayor Hayes closed the Public Hearing.

Councilmember Chamberlain moved to approve the Planning Commission's recommendation for the Adult Business Regulations to move forward for State Review. Motion seconded by Councilmember Wohleb. Motion carried 5/0.

Tiny Homes Project - Ellis:

Greg Ellis presented his Small Homes Project to be located behind Pioneer Market. He made a few modifications to be more conducive for solar. The homes are between 200 and 400 square feet and planned for long-term affordable housing. He has provided a parking space per home, but could also create sixteen angled parking spaces along Whatcom.

It was the consensus of the Council to refer the project to the Planning Commission for review and recommendation.

Fish Slide:

Administrator Thomas explained the slide is in disrepair despite the efforts of volunteers and staff. It has been inspected by several contractors who have either refused to do it, or if so, won't offer any warranty on the repairs. There is no way to guarantee the repair of the slide. We have three options 1) continue repairs as we are at an unknown cost and risk 2) seal the inside of the slide with unknown structure stability and cost of ongoing repairs and 3) remove the slide at a cost of \$1,600. One other idea was to have it coated with a fiberglass coating and painted, but that would require maintenance as well. Recently there was an audit of the Town Parks Facilities by our insurance carrier, WCIA, who considered the slide a risk for injury, even if it was refurbished, due to future probable failures in the concrete.

Council discussions included acknowledging the sentimental attachment to the slide and recognizing the efforts of volunteer's time spent repairing it. However, because of continual costs and the safety issues, it was the consensus of the Council to remove the Fish Slide.

There being no further business the meeting ended at 7:17 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 **June 13, 2023** have been received and that;

Checks Numbered:	26096 - 26157	\$168,485.55
Auto Payments:	2018118 – US Bank	\$411.66
	2018119 – Invoice Cloud	\$155.00

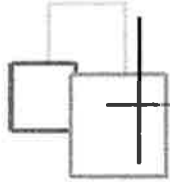
Are approved for a total payment of \$169,052.21 this 13th day of June 2023.


Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember



Voucher Directory

Fiscal: : 2023 - June
Council Date: : All

Vendor	Number	Reference	Account Number	Description	Amount
Ackermann Electric Co.					
	26096			2023 - June - 1st Council Meeting	
		Invoice - 1423.2023			
			Generator Repair		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$269.55
		Total Invoice - 1423.2023			\$269.55
	Total 26096				\$269.55
Total Ackermann Electric Co.					\$269.55
Andrea's House Cleaning Services					
	26097			2023 - June - 1st Council Meeting	
		Invoice - 2024			
			Town Hall/Sheriff Cleaning		
			001-000-518-30-48-01	Building Repair & Maintenance	\$350.00
		Total Invoice - 2024			\$350.00
	Total 26097				\$350.00
Total Andrea's House Cleaning Services					\$350.00
Arne Svendsen Trucking, Inc.					
	26098			2023 - June - 1st Council Meeting	
		Invoice - 59731			
			5/8" Crushed Rock		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$717.26
		Total Invoice - 59731			\$717.26
	Total 26098				\$717.26
Total Arne Svendsen Trucking, Inc.					\$717.26
Association of WA Cities					
	26099			2023 - June - 1st Council Meeting	
		Invoice - AWCLCenterDepRef6/1/23			
			AWC Lower Center Dep Ref 6/1/23		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$450.00
		Total Invoice - AWCLCenterDepRef6/1/23			\$450.00
	Total 26099				\$450.00
Total Association of WA Cities					\$450.00

Vendor	Number	Reference	Account Number	Description	Amount
Astound Business Solutions	26100			2023 - June - 1st Council Meeting	
		Invoice - 6/7/2023 9:28:59 AM			
		Internet & Phones			
		001-000-518-30-42-00		Communications	\$347.48
			Town Hall		
		003-000-575-50-42-01		Communications-MH/MC	\$227.94
			MH/MC		
		Total Invoice - 6/7/2023 9:28:59 AM			\$575.42
	Total 26100				\$575.42
Total Astound Business Solutions					\$575.42
Badger Meter, Inc.	26101			2023 - June - 1st Council Meeting	
		Invoice - 80127457			
		Meter Read Hosting			
		401-000-534-80-41-00		Professional Services	\$48.80
			Hosting Serv Unit		
		Total Invoice - 80127457			\$48.80
	Total 26101				\$48.80
Total Badger Meter, Inc.					\$48.80
Bay City Supply	26102			2023 - June - 1st Council Meeting	
		Invoice - 340531			
		Garbage Bags			
		003-000-575-50-31-05		Public Restroom Supplies	\$518.52
		Total Invoice - 340531			\$518.52
		Invoice - 340532			
		Restroom Paper Towels			
		003-000-575-50-31-05		Public Restroom Supplies	\$493.43
		Total Invoice - 340532			\$493.43
	Total 26102				\$1,011.95
Total Bay City Supply					\$1,011.95
Brent McElroy - dba McElroy Guitars	26103			2023 - June - 1st Council Meeting	
		Invoice - McElroyGCDepRef5/22/23			
		Gutar Festival Garden Club Dep Ref 5/22/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$145.00
		Total Invoice - McElroyGCDepRef5/22/23			\$145.00

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - McElroyMHDepRef5/22/23			
		Guitar Festival Maple Hall Dep Ref 5/22/23			
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$77.50
		Total Invoice - McElroyMHDepRef5/22/23			
					\$77.50
	Total 26103				\$222.50
Total Brent McElroy - dba McElroy Guitars					\$222.50
Builders Alliance					
	26104	2023 - June - 1st Council Meeting			
		Invoice - 981815			
			4x4 12', 4x4 16', 3x6 16' & 4x6 10' Treated Ground Cont.		
			005-000-542-64-48-04	Signage Repair & Maintenance	\$681.13
		Total Invoice - 981815			
					\$681.13
	Total 26104				\$681.13
Total Builders Alliance					\$681.13
Byrn, Roger					
	26105	2023 - June - 1st Council Meeting			
		Invoice - 992016			
			Fire Hall Cleaning		
			001-000-522-20-48-01	Building Repair & Maintenance	\$250.00
		Total Invoice - 992016			
					\$250.00
	Total 26105				\$250.00
Total Byrn, Roger					\$250.00
Canon Financial Services INC.					
	26106	2023 - June - 1st Council Meeting			
		Invoice - 30498647			
			Copier Lease		
			001-000-518-30-40-00	Lease Agreement Tax	\$10.47
			001-000-591-31-70-00	Rents & Leases - Capital	\$121.67
			70%		
			401-000-534-80-40-00	Lease Agreement Tax	\$2.24
			401-000-591-31-70-00	Rents & Leases - Capital	\$26.07
			15%		
			409-000-535-80-40-00	Lease Agreement Tax	\$2.24
			409-000-591-31-70-00	Rents & Leases - Capital	\$26.07
			15%		
		Total Invoice - 30498647			
					\$188.76
	Total 26106				\$188.76
Total Canon Financial Services INC.					\$188.76

Vendor	Number	Reference	Account Number	Description	Amount
CharterMachine Co.	26107			2023 - June - 1st Council Meeting	
		Invoice - 0330143-IN			
		4-Way Lever Valve			
		412-000-554-90-48-06		Compost Machinery/Equip	\$989.53
		Total Invoice - 0330143-IN			\$989.53
	Total 26107				\$989.53
Total CharterMachine Co.					\$989.53
Copiers Northwest	26108			2023 - June - 1st Council Meeting	
		Invoice - INV2651309			
		Copies			
		001-000-518-30-31-00		Office & Operating Supplies	\$56.63
		70			
		401-000-534-80-31-00		Office & Operating Supplies	\$12.14
		15			
		409-000-535-80-31-00		Office & Operating Supplies	\$12.14
		15			
		Total Invoice - INV2651309			\$80.91
	Total 26108				\$80.91
Total Copiers Northwest					\$80.91
Crystal Springs	26109			2023 - June - 1st Council Meeting	
		Invoice - 5383122 051723			
		Water			
		001-000-518-30-47-00		Public Utility Services	\$216.96
		409-000-535-80-31-02		Lab Supplies	\$102.92
				WWTP Distilled Water	
		Total Invoice - 5383122 051723			\$319.88
	Total 26109				\$319.88
Total Crystal Springs					\$319.88
David Evans & Associates Inc.	26110			2023 - June - 1st Council Meeting	
		Invoice - 535728			
		Water System Plan			
		401-000-594-34-64-02		Capital Projects	\$7,076.50
		Total Invoice - 535728			\$7,076.50
		Invoice - 535729			
		Flood Survey			
		403-000-531-38-41-02		Professional Services Flood	\$1,453.31
		Total Invoice - 535729			\$1,453.31

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 536006			
			Whatcom/Washington Survey & Tribal Bill Review/Response		
			403-000-594-31-60-02	Capital Projects	\$5,547.81
			409-000-535-80-41-00	Professional Services	\$1,057.24
		Total Invoice - 536006			\$6,605.05
	Total 26110				\$15,134.86
Total David Evans & Associates Inc.					\$15,134.86
EDASC					
	26111	2023 - June - 1st Council Meeting			
		Invoice - EDASCGCDepRef5/12/23			
		EDASC Garden Club Dep Ref 5/12/23			
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - EDASCGCDepRef5/12/23			\$215.00
	Total 26111				\$215.00
Total EDASC					\$215.00
Edge Analytical					
	26112	2023 - June - 1st Council Meeting			
		Invoice - 23-12671			
		Effluent & Influent Testing			
			409-000-535-80-48-05	Materials/Testing	\$372.00
			Sewer Testing		
		Total Invoice - 23-12671			\$372.00
		Invoice - 23-13461			
		Effluent & Influent Testing			
			409-000-535-80-48-05	Materials/Testing	\$367.50
			Sewer Testing		
		Total Invoice - 23-13461			\$367.50
		Invoice - 23-14272			
		Effluent Testing			
			409-000-535-80-48-05	Materials/Testing	\$46.50
			Sewer Testing		
		Total Invoice - 23-14272			\$46.50
		Invoice - 23-15066			
		Effluent Testing			
			409-000-535-80-48-05	Materials/Testing	\$46.50
			Sewer Testing		
		Total Invoice - 23-15066			\$46.50
		Invoice - 23-15966			
		Coliform Testing			
			401-000-534-80-41-00	Professional Services	\$24.00

Vendor	Number	Reference	Account Number	Description	Amount
				Water Testing Samples	
		Total Invoice - 23-15966			\$24.00
	Total 26112				\$856.50
Total Edge Analytical					\$856.50
ESO Solutions Inc.					
	26113			2023 - June - 1st Council Meeting	
		Invoice - ESO-111632			
		NFIRS			
		001-000-522-20-42-00		Communications	\$86.58
		Total Invoice - ESO-111632			\$86.58
	Total 26113				\$86.58
Total ESO Solutions Inc.					\$86.58
Farmers Equipment Company Inc					
	26114			2023 - June - 1st Council Meeting	
		Invoice - BUR-20033854			
		Reducer & Conn 3/8x3/8			
		005-000-543-10-48-02		Vehicle Repair & Maintenance	\$5.00
		Total Invoice - BUR-20033854			\$5.00
	Total 26114				\$5.00
Total Farmers Equipment Company Inc					\$5.00
Fastenal Company					
	26115			2023 - June - 1st Council Meeting	
		Invoice - WAANA149172			
		Wipers			
		409-000-535-80-31-02		Lab Supplies	\$300.19
		Total Invoice - WAANA149172			\$300.19
	Total 26115				\$300.19
Total Fastenal Company					\$300.19
General Pacific Inc					
	26116			2023 - June - 1st Council Meeting	
		Invoice - 1465346			
		Water Meter Supplies			
		401-000-534-80-48-00		Repair & Maintenance	\$19,834.70
		Total Invoice - 1465346			\$19,834.70

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 1465363			
			Water Meter Supplies		
			401-000-534-80-48-00	Repair & Maintenance	\$5,034.70
		Total Invoice - 1465363			
					\$5,034.70
	Total 26116				\$24,869.40
Total General Pacific Inc					\$24,869.40
Guardian Security					
	26117				
		2023 - June - 1st Council Meeting			
		Invoice - 1365897			
			Alarm Monitoring and Cloud Storage for Maple Hal & PW/Monitoring Town Hall/Sheriff		
			001-000-518-30-48-01	Building Repair & Maintenance	\$293.22
				Town Hall & Sheriff Alarm Monitoring	
			003-000-575-50-41-00	Professional Services	\$746.24
				MH Alarm Monitoring	
			401-000-534-80-41-00	Professional Services	\$195.48
				PW Alarm Monitoring	
		Total Invoice - 1365897			
					\$1,234.94
	Total 26117				\$1,234.94
Total Guardian Security					\$1,234.94
H.D. Fowler Company					
	26118				
		2023 - June - 1st Council Meeting			
		Invoice - 16400297			
			Water Meter/Hydrant Meter Repair Supplies		
			401-000-534-80-48-03	System Repair & Maintenance	\$6,244.51
		Total Invoice - 16400297			
					\$6,244.51
		Invoice - 16403256			
			Water Meter Repair Supplies		
			401-000-534-80-48-03	System Repair & Maintenance	\$2,115.16
		Total Invoice - 16403256			
					\$2,115.16
	Total 26118				\$8,359.67
Total H.D. Fowler Company					\$8,359.67
Harlan, Maureen					
	26119				
		2023 - June - 1st Council Meeting			
		Invoice - HarlanGCDepRef5/25/23			
			Harlan Garden Club Dep Ref 5/25/23		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$315.00
		Total Invoice - HarlanGCDepRef5/25/23			
					\$315.00
	Total 26119				\$315.00
Total Harlan, Maureen					\$315.00

Vendor	Number	Reference	Account Number	Description	Amount
Ideal Rent-All					
	26120			2023 - June - 1st Council Meeting	
		Invoice - 6041180-1			
			Moore Clark Fencing		
			005-000-543-10-48-00	Repair & Maintenance	\$78.34
				Moore Clark Fence Rental	
		Total Invoice - 6041180-1			\$78.34
	Total 26120				\$78.34
Total Ideal Rent-All					\$78.34
Invoice Cloud					
	2018119			2023 - June - 1st Council Meeting	
		Invoice - 1022-2023-5			
			CC Utility Payment Fees		
			001-000-514-23-41-03	Bank Service Charges	\$155.00
		Total Invoice - 1022-2023-5			\$155.00
	Total 2018119				\$155.00
Total Invoice Cloud					\$155.00
Isomedia.com					
	26121			2023 - June - 1st Council Meeting	
		Invoice - 13514-19840			
			PW DSL		
			401-000-534-80-42-00	Communications	\$23.00
		Total Invoice - 13514-19840			\$23.00
	Total 26121				\$23.00
Total Isomedia.com					\$23.00
Jessica Pacheco-Deigado					
	26122			2023 - June - 1st Council Meeting	
		Invoice - PachecoPPDepRef6/3/23			
			Pacheco Pioneer Park Dep Ref 6/3/23		
			002-000-582-10-00-00	Park Deposit Refund	\$200.00
		Total Invoice - PachecoPPDepRef6/3/23			\$200.00
	Total 26122				\$200.00
Total Jessica Pacheco-Deigado					\$200.00
Kyle A Powers					
	26123			2023 - June - 1st Council Meeting	
		Invoice - PowersPPDepRef6/1/23			
			Powers Pioneer Park Dep Ref 6/1/23		
			002-000-582-10-00-00	Park Deposit Refund	\$100.00
		Total Invoice - PowersPPDepRef6/1/23			\$100.00
	Total 26123				\$100.00
Total Kyle A Powers					\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
La Conner Weekly News					
	26124			2023 - June - 1st Council Meeting	
		Invoice - 8848			
			Notice - Planning Commission Position		
			001-000-558-60-44-00	Advertising	\$78.00
		Total Invoice - 8848			\$78.00
	Total 26124				\$78.00
Total La Conner Weekly News					\$78.00
Michael Davolio, AICP					
	26125			2023 - June - 1st Council Meeting	
		Invoice - #28-2023			
			May 2023 Planning Fees		
			001-000-558-60-41-00	Professional Services - Planner	\$8,550.00
		Total Invoice - #28-2023			\$8,550.00
	Total 26125				\$8,550.00
Total Michael Davolio, AICP					\$8,550.00
Mid-American Research					
	26126			2023 - June - 1st Council Meeting	
		Invoice - 0790727-IN			
			Foam Cleaner		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$729.41
		Total Invoice - 0790727-IN			\$729.41
	Total 26126				\$729.41
Total Mid-American Research					\$729.41
Mount Vernon Parks & Enrichment Svcs.					
	26127			2023 - June - 1st Council Meeting	
		Invoice - MVParksDep7/24/23			
			Council Retreat Deposit 7/24/23		
			001-000-511-60-41-01	Council Retreat	\$150.00
		Total Invoice - MVParksDep7/24/23			\$150.00
	Total 26127				\$150.00
Total Mount Vernon Parks & Enrichment Svcs.					\$150.00
North Hills Resources					
	26128			2023 - June - 1st Council Meeting	
		Invoice - 35462			
			Wood Chips		
			412-000-554-90-48-05	Compost Testing/Materials	\$1,086.00
		Total Invoice - 35462			\$1,086.00
		Invoice - 35467			
			Wood Chips		
			412-000-554-90-48-05	Compost Testing/Materials	\$2,172.00
		Total Invoice - 35467			\$2,172.00

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 35478			
		Wood Chips			
			412-000-554-90-48-05	Compost Testing/Materials	\$1,086.00
		Total Invoice - 35478			\$1,086.00
	Total 26128				\$4,344.00
Total North Hills Resources					\$4,344.00
Northstar Chemical Inc.					
26129					
				2023 - June - 1st Council Meeting	
		Invoice - 253063			
		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 - 253063			\$6,545.02
	Total 26129				\$6,545.02
Total Northstar Chemical Inc.					\$6,545.02
NP Information Systems					
26130					
				2023 - June - 1st Council Meeting	
		Invoice - 182575M			
		Phones			
			001-000-518-30-42-00	Communications	\$339.02
				Town Hall 70%	
			001-000-522-20-42-00	Communications	\$48.43
				Fire Dept. 10%	
			401-000-534-80-42-00	Communications	\$48.43
				Public Works 10%	
			409-000-535-80-42-00	Communications	\$48.43
				WWTP 10%	
		Total Invoice - 182575M			\$484.31
	Total 26130				\$484.31
Total NP Information Systems					\$484.31
Pape' Machinery Exchange					
26131					
				2023 - June - 1st Council Meeting	
		Invoice - 14488888			
		V- Belt			
			002-000-576-80-35-00	Small Tools & Equipment	\$106.07
		Total Invoice - 14488888			\$106.07
		Invoice - 14491743- Credit			
		Credit from Inv.14180892 (Returns)			
			002-000-576-80-35-00	Small Tools & Equipment	(\$94.85)
		Total Invoice - 14491743- Credit			(\$94.85)

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 14492645			
			Nuts, Bolts & Cutting Edge		
			412-000-554-90-48-06	Compost Machinery/Equip	\$536.85
		Total Invoice - 14492645			
					\$536.85
		Invoice - 2429186			
			Large Loader Annual Maint. (filters, oil & testing)		
			412-000-554-90-48-06	Compost Machinery/Equip	\$1,815.37
		Total Invoice - 2429186			
					\$1,815.37
		Invoice - 2429187			
			Small Loader Annual Maint. (filters, oil & testing)		
			412-000-554-90-48-06	Compost Machinery/Equip	\$1,378.90
		Total Invoice - 2429187			
					\$1,378.90
		Invoice - 2429221			
			Loader Repair		
			412-000-554-90-48-06	Compost Machinery/Equip	\$2,129.86
		Total Invoice - 2429221			
					\$2,129.86
	Total 26131				\$5,872.20
Total Pape' Machinery Exchange					\$5,872.20
Pitney Bowes Inc.					
	26132			2023 - June - 1st Council Meeting	
		Invoice - 1023035716			
			Red Ink Cartridges for Postage Meter		
			001-000-518-30-31-00	Office & Operating Supplies	\$288.42
		Total Invoice - 1023035716			
					\$288.42
	Total 26132				\$288.42
Total Pitney Bowes Inc.					\$288.42
Port of Skagit Co.					
	26133			2023 - June - 1st Council Meeting	
		Invoice - POSJune2023BtMrg			
			June 2023 Fire Boat Moorage		
			001-000-522-20-47-00	Public Utility Services	\$8.00
		Total Invoice - POSJune2023BtMrg			
					\$8.00
	Total 26133				\$8.00
Total Port of Skagit Co.					\$8.00
Port of Skagit Co.					
	26134			2023 - June - 1st Council Meeting	
		Invoice - POSJune2023			
			Public Works Lease Feb/June 2023		
			002-000-576-80-45-00	Rents & Leases - Short Term	\$453.34
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$453.34
			10% PW Lease		

Vendor	Number	Reference	Account Number	Description	Amount
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$453.34
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$1,813.37
			40% PW Lease		
			403-000-531-38-45-00	Rents & Leases - Short Term	\$1,360.03
			30% PW Lease		
		Total Invoice - POSJune2023			\$4,533.42
	Total 26134				\$4,533.42
Total Port of Skagit Co.					\$4,533.42
Puget Sound Energy					
26135					
				2023 - June - 1st Council Meeting	
		Invoice - PDEJune2023			
			Utility - Electric		
			409-000-535-80-47-00	Public Utility Services	\$3,993.94
			12154 Chilberg Rd WWTP		
		Total Invoice - PDEJune2023			\$3,993.94
	Total 26135				\$3,993.94
Total Puget Sound Energy					\$3,993.94
Quality Services					
26136					
				2023 - June - 1st Council Meeting	
		Invoice - QualSvcsMay2023			
			May 2023 Facility Cleaning		
			003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$1,586.25
		Total Invoice - QualSvcsMay2023			\$1,586.25
	Total 26136				\$1,586.25
Total Quality Services					\$1,586.25
Reisner Distributor, Inc.					
26137					
				2023 - June - 1st Council Meeting	
		Invoice - CL60708			
			Fire Dept./Code Enf. Fuel		
			001-000-521-70-32-00	Fuel	\$68.00
			Code Enf.		
			001-000-522-20-32-00	Fuel	\$262.80
			Fire Dept.		
		Total Invoice - CL60708			\$330.80
		Invoice -CL60709			
			PW Fuel		
			401-000-534-80-32-00	Fuel	\$760.26
			Public Works		
		Total Invoice -CL60709			\$760.26
	Total 26137				\$1,091.06
Total Reisner Distributor, Inc.					\$1,091.06

Vendor	Number	Reference	Account Number	Description	Amount
Simply Yards					
	26138			2023 - June - 1st Council Meeting	
		Invoice - 57646			
			Landscape Maint.		
			002-000-576-80-48-03	System Repair & Maintenance	\$4,181.10
		Total Invoice - 57646			\$4,181.10
	Total 26138				\$4,181.10
Total Simply Yards					\$4,181.10
Skagit Community Band					
	26139			2023 - June - 1st Council Meeting	
		Invoice - SkComBandMHDepRef5/26/23			
			Skagit Community Band Dep Ref 5/26/23		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$192.50
		Total Invoice - SkComBandMHDepRef5/26/23			\$192.50
	Total 26139				\$192.50
Total Skagit Community Band					\$192.50
Skagit County Sheriff Office					
	26140			2023 - June - 1st Council Meeting	
		Invoice - SCSMay2023JailTax			
			May 2023 County Jail Tax		
			631-000-589-40-00-00	Special Use Tax - County Jail	\$5,114.70
				Special Use Tax - County Jail	
		Total Invoice - SCSMay2023JailTax			\$5,114.70
	Total 26140				\$5,114.70
Total Skagit County Sheriff Office					\$5,114.70
Skagit Valley Clean Energy Coop					
	26141			2023 - June - 1st Council Meeting	
		Invoice - SKCECMHDepRef5/13/23			
			Skagit Valley CEC Maple Hall Dep Ref 5/13/23		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$388.75
		Total Invoice - SKCECMHDepRef5/13/23			\$388.75
	Total 26141				\$388.75
Total Skagit Valley Clean Energy Coop					\$388.75
Smokey Point Concrete Inc.					
	26142			2023 - June - 1st Council Meeting	
		Invoice - 95907784			
			Ecology Block		
			401-000-534-80-48-03	System Repair & Maintenance	\$247.07
		Total Invoice - 95907784			\$247.07
	Total 26142				\$247.07
Total Smokey Point Concrete Inc.					\$247.07

Vendor	Number	Reference	Account Number	Description	Amount
Steve Thayer					
	26143			2023 - June - 1st Council Meeting	
		Invoice - ThayerMHDepRef5-27-23			
		Thayer Maple Hall Dep Ref 5/27/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$327.50
		Total Invoice - ThayerMHDepRef5-27-23			\$327.50
	Total 26143				\$327.50
Total Steve Thayer					\$327.50
Tacoma Screw Products					
	26144			2023 - June - 1st Council Meeting	
		Invoice - 260065810-00			
		Circular Saw 12" & 80 Tooth			
		002-000-576-80-48-01		Building Repair & Maintenance	\$173.04
		Total Invoice - 260065810-00			\$173.04
	Total 26144				\$173.04
Total Tacoma Screw Products					\$173.04
TK Elevator Corporation					
	26145			2023 - June - 1st Council Meeting	
		Invoice - 3007295460			
		Elevator Monitoring			
		003-000-575-50-48-01		Building Repair & Maint-MH/MC	\$905.49
		Total Invoice - 3007295460			\$905.49
	Total 26145				\$905.49
Total TK Elevator Corporation					\$905.49
Town of La Conner					
	26146			2023 - June - 1st Council Meeting	
		Invoice - TOLMay2023WtrChgs			
		May 2023 Water Charges			
		001-000-518-30-47-00		Public Utility Services	\$184.82
		204 Douglas - Town Hall			
		001-000-522-20-47-00		Public Utility Services	\$168.33
		Fire Hall - 12142 Chilberg			
		002-000-576-80-47-00		Public Utility Services	\$43.80
		Flag Pole/Monument			
		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			
		002-000-576-80-47-00		Public Utility Services	\$43.80
		Benton Street Stairs			
		002-000-576-80-47-00		Public Utility Services	\$70.97
		Skateboard Park - 528 6th Street			

Vendor	Number	Reference	Account Number	Description	Amount
			002-000-576-80-47-00	Public Utility Services	\$136.36
			Pioneer Park		
			002-000-576-80-48-01	Building Repair & Maintenance	\$44.42
			Waterfront Park Irrigation #1		
			002-000-576-80-48-01	Building Repair & Maintenance	\$43.80
			Waterfront Park Irrigation #2		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$405.01
			108 Commercial - Maple Hall		
			003-000-575-50-47-02	Public Utility Services-GC	\$115.49
			622 South 2nd St - GC		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$252.99
			304 Morris St Restroom		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$325.45
			613 South First St Restroom		
			401-000-534-80-47-00	Public Utility Services	\$82.40
			PW Washpad - 12142 Chilberg		
			401-000-534-80-47-00	Public Utility Services	\$116.45
			604 Third St N - PW Office		
			409-000-535-80-47-00	Public Utility Services	\$70.85
			Dunlap Street Pump		
			409-000-535-80-47-00	Public Utility Services	\$172.45
			WWTP - 12154 Chilberg Road		
			409-000-535-80-47-00	Public Utility Services	\$716.64
			WWTP Belt Filter Press		
			409-000-535-80-47-00	Public Utility Services	\$257.28
			WWTP Hydrant		
			Total Invoice - TOLMay2023WtrChgs		\$3,420.06
					\$3,420.06
					\$3,420.06
			Total 26146		
			Total Town of La Conner		
			Town of La Conner		
			26147		
			2023 - June - 1st Council Meeting		
			Invoice - C 05-2023		
			May 2023 Sewer Service Charges		
			412-000-554-90-47-00	Sewer Service Charge	\$10,833.34
			Total Invoice - C 05-2023		\$10,833.34
			Invoice - S 05-2023		
			May 2023 Sludge Disposal Costs		
			409-000-535-80-47-02	Sludge Disposal	\$2,500.00
			Total Invoice - S 05-2023		\$2,500.00
					\$13,333.34
					\$13,333.34
			Total 26147		
			Total Town of La Conner		

Vendor	Number	Reference	Account Number	Description	Amount
ULINE					
	26148			2023 - June - 1st Council Meeting	
		Invoice - 164077791			
		Dog Waste Bags			
		002-000-576-80-48-03		System Repair & Maintenance	\$212.01
		Total Invoice - 164077791			\$212.01
	Total 26148				\$212.01
Total ULINE					\$212.01
United Site Services					
	26149			2023 - June - 1st Council Meeting	
		Invoice - INV01731817			
		Port a Potty - N 6th & Morris			
		002-000-576-80-41-00		Professional Services	\$215.44
		Total Invoice - INV01731817			\$215.44
		Invoice - INV01731880			
		Port a Potty - 3rd St & Morris			
		002-000-576-80-41-00		Professional Services	\$201.75
		Total Invoice - INV01731880			\$201.75
		Invoice - INV01732060			
		Port a Potty - 122 Conner Way			
		002-000-576-80-41-00		Professional Services	\$213.25
		Total Invoice - INV01732060			\$213.25
	Total 26149				\$630.44
Total United Site Services					\$630.44
Urban Forestry Services					
	26150			2023 - June - 1st Council Meeting	
		Invoice - 2023-890			
		Arborist Report - Pioneer Park Trees			
		002-000-576-80-41-00		Professional Services	\$1,275.00
		Total Invoice - 2023-890			\$1,275.00
	Total 26150				\$1,275.00
Total Urban Forestry Services					\$1,275.00
US Bank-Parking Meter Fees					
	2018118			2023 - June - 1st Council Meeting	
		Invoice - USBnkMay2023PmtSts			
		May 2023 Payment Station Fees			
		002-000-576-80-41-00		Professional Services	\$205.83
				Moorage/Launch Processing Fees	
		005-000-542-65-48-00		Repair & Maintenance	\$205.83

Vendor	Number	Reference	Account Number	Description	Amount
				Parking Lot Processing Fees	
		Total Invoice - USBnkMay2023PmtSts			\$411.66
	Total 2018118				\$411.66
Total US Bank-Parking Meter Fees					\$411.66
USA Bluebook					
	26151			2023 - June - 1st Council Meeting	
		Invoice - INV00016876			
			Hatch Nitrate, Hach Ammonia & Multiparameter Meter		
			409-000-535-80-31-02	Lab Supplies	\$2,108.13
		Total Invoice - INV00016876			\$2,108.13
		Invoice - INV00019025			
			Adapter for BOD Probe		
			409-000-535-80-31-02	Lab Supplies	\$223.56
		Total Invoice - INV00019025			\$223.56
	Total 26151				\$2,331.69
Total USA Bluebook					\$2,331.69
Utilities Underground Locate					
	26152			2023 - June - 1st Council Meeting	
		Invoice - 3050725			
			Underground Locates		
			401-000-534-80-41-00	Professional Services	\$14.19
				Notifications	
		Total Invoice - 3050725			\$14.19
	Total 26152				\$14.19
Total Utilities Underground Locate					\$14.19
Ven Tek International					
	26153			2023 - June - 1st Council Meeting	
		Invoice - 138403			
			Payment Station Maint. Fees		
			002-000-576-80-41-00	Professional Services	\$203.63
			005-000-542-65-48-00	Repair & Maintenance	\$203.62
		Total Invoice - 138403			\$407.25
	Total 26153				\$407.25
Total Ven Tek International					\$407.25

Vendor	Number	Reference	Account Number	Description	Amount
WA Dept of Health					
	26154			2023 - June - 1st Council Meeting	
		Invoice - 52737			
			DOH Sanitary Survery Program (Inspection)		
			401-000-534-80-49-00	Dues & Subscriptions	\$408.00
		Total Invoice - 52737			\$408.00
	Total 26154				\$408.00
Total WA Dept of Health					\$408.00
Waste Management of Skagit					
	26155			2023 - June - 1st Council Meeting	
		Invoice - 2493168-0043-5			
			WWTP Garbage/Recycle		
			409-000-535-80-47-00	Public Utility Services	\$627.48
		Total Invoice - 2493168-0043-5			\$627.48
		Invoice - 2493349-0043-1			
			Town Hall/Sheriff Recycle & Garbage		
			001-000-518-30-47-00	Public Utility Services	\$418.80
				Town Hall/Sheriff	
		Total Invoice - 2493349-0043-1			\$418.80
		Invoice - 2494027-0043-2			
			PW Garbage		
			005-000-543-50-48-04	Refuse Disposal	\$701.65
		Total Invoice - 2494027-0043-2			\$701.65
		Invoice - 2494403-0043-5			
			Fire Dept Garbage		
			001-000-522-20-47-00	Public Utility Services	\$48.75
		Total Invoice - 2494403-0043-5			\$48.75
	Total 26155				\$1,796.68
Total Waste Management of Skagit					\$1,796.68
Water-Wasterwater Services					
	26156			2023 - June - 1st Council Meeting	
		Invoice - 57162			
			WWTP May 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	\$277.62
				Reimbursables	
			412-000-554-90-41-05	Compost Operator	\$17,288.38
				Compost Operations	
		Total Invoice - 57162			\$36,049.25
	Total 26156				\$36,049.25
Total Water-Wasterwater Services					\$36,049.25

Vendor	Number	Reference	Account Number	Description	Amount
Wycoff Insurance Agency, Inc.	26157			2023 - June - 1st Council Meeting	
		Invoice - 132233-2023			
			Public Works Bldg. Insurance		
			401-000-534-80-46-00	Insurance	\$889.29
			PW Bldg Ins.		
		Total Invoice - 132233-2023			\$889.29
	Total 26157				\$889.29
Total Wycoff Insurance Agency, Inc.					\$889.29
Grand Total		Vendor Count	64		\$169,052.21



Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **May 16, 2023** through **May 31, 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:

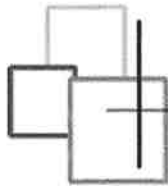
Payroll checks numbered 5727 through 5733		\$2,973.29
Auto Payments:		
AWC Benefit Trust	#2018113	\$14,004.22
Deferred Comp	#2018114	\$2,241.00
PERS Retirement	#2018115	\$10,308.68
Teamsters Benefit	#2018116	\$6,972.80
Auto Payroll Taxes	#2018117	\$7,724.30
Payroll auto deposit		\$23,721.75

are approved for a total payment of **\$67,946.04** this 13th day of June, 2023.

Councilmember – Finance Committee

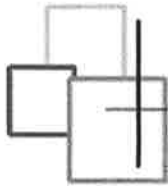
Councilmember – Finance Committee

Councilmember



Register

Number	Name	Fiscal Description	Cleared	Amount
<u>5727</u>	Dept of Labor & Industry	2023 - June - 1st Council Meeting		\$1,960.26
<u>5728</u>	Employment Security	2023 - June - 1st Council Meeting		\$95.20
<u>5729</u>	Employment Security Dept. Paid Family & Medical Leave	2023 - June - 1st Council Meeting		\$190.23
<u>5730</u>	Empower Annuity Ins. Co of America	2023 - June - 1st Council Meeting		\$75.00
<u>5731</u>	North Coast Credit Union	2023 - June - 1st Council Meeting		\$50.00
<u>5732</u>	Teamsters Local No. 231	2023 - June - 1st Council Meeting		\$132.50
<u>5733</u>	Washington State Support Registry	2023 - June - 1st Council Meeting		\$470.10
<u>2018113</u>	AWC Employee Benefit Trust	2023 - June - 1st Council Meeting		\$14,004.22
<u>2018114</u>	Dept of Retirement - Def Comp	2023 - June - 1st Council Meeting		\$2,241.00
<u>2018115</u>	Dept of Retirement Systems	2023 - June - 1st Council Meeting		\$10,308.68
<u>2018116</u>	WA Teamsters Welfare Trust	2023 - June - 1st Council Meeting		\$6,972.80
<u>2018117</u>	Washington Federal	2023 - June - 1st Council Meeting		\$7,724.30
<u>Direct Deposit Run - 5/31/2023</u>	Payroll Vendor	2023 - June - 1st Council Meeting		\$23,721.75
				\$67,946.04



Register Activity

Name	Reference	Posting Reference	Detail Amount
Direct Deposit Run - 5/31/2023	Payroll Vendor	2023 - June - 1st Council Meeting	\$23,721.75
Avery, Adam W	ACH Pay - 6445	Posting Run - 5/30/2023 12:59:09 PM	\$277.05
Avery, Annie L	ACH Pay - 6446	Posting Run - 5/30/2023 12:59:09 PM	\$184.70
Banaszak, Sam E	ACH Pay - 6447	Posting Run - 5/30/2023 12:59:09 PM	\$91.77
Carlson, Ivan J	ACH Pay - 6450	Posting Run - 5/31/2023 11:52:45 AM	\$137.38
Chamberlain, MaryLee S	ACH Pay - 6451	Posting Run - 5/31/2023 11:52:45 AM	\$137.38
Dole, Richard L	ACH Pay - 6452	Posting Run - 5/31/2023 11:52:45 AM	\$102.38
Eills, Ajah G	ACH Pay - 6453	Posting Run - 5/31/2023 11:52:45 AM	\$1,680.83
Hillard, Margaret A	ACH Pay - 6455	Posting Run - 5/31/2023 11:52:45 AM	\$617.48
Kerley-DeGoede, Maria A	ACH Pay - 6456	Posting Run - 5/31/2023 11:52:45 AM	\$2,177.41
Lease, Brian	ACH Pay - 6457	Posting Run - 5/31/2023 11:52:45 AM	\$2,875.86
Lovejoy, Lynne	ACH Pay - 6458	Posting Run - 5/31/2023 11:52:45 AM	\$696.15
Mesman, Benjamin F	ACH Pay - 6448	Posting Run - 5/30/2023 12:59:09 PM	\$184.70
Moore, Andrea L	ACH Pay - 6459	Posting Run - 5/31/2023 11:52:45 AM	\$1,748.75
Palaniuk, Kevin R	ACH Pay - 6460	Posting Run - 5/31/2023 11:52:45 AM	\$2,037.21
Park, Todd W	ACH Pay - 6461	Posting Run - 5/31/2023 11:52:45 AM	\$2,493.93
Pena-Ayon, Manuel A	ACH Pay - 6462	Posting Run - 5/31/2023 11:52:45 AM	\$1,464.88
Reinstra, Aaron E.	ACH Pay - 6449	Posting Run - 5/30/2023 12:59:09 PM	\$91.77
Reinstra, Aaron M.	ACH Pay - 6463	Posting Run - 5/31/2023 11:52:45 AM	\$1,846.63
Sherman, Albert R	ACH Pay - 6464	Posting Run - 5/31/2023 11:52:45 AM	\$1,716.69
Taylor, Anne M	ACH Pay - 6465	Posting Run - 5/31/2023 11:52:45 AM	\$137.38
Thomas, Scott G	ACH Pay - 6466	Posting Run - 5/31/2023 11:52:45 AM	\$2,884.04
Wohleb, Mary M	ACH Pay - 6467	Posting Run - 5/31/2023 11:52:45 AM	\$137.38
			\$23,721.75

Reports

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

TOWN OF LA CONNER
Monthly Treasurer's Report
May 2023 - Year to Date

Fund	Fund Name:	Budget	Revenues to Date	% of Budget	Budget	Expenditures to Date	% of Budget
001	General Fund	1,166,705	506,966	43%	1,461,327	509,419	35%
002	Park & Port	208,703	115,723	55%	345,749	86,616	25%
003	Facilities	316,873	61,821	20%	376,211	86,974	23%
004	Public Art	3,121	993	32%	2,000	1,121	56%
005	Streets	227,100	122,833	54%	287,001	124,080	43%
123	Hotel Motel	133,190	52,364	39%	255,261	30,444	12%
214	Fire Hall Bond	49,232	18,744	38%	39,125	7,494	19%
303	Flood Control	65	278	427%	500	-	0%
304	REET 1	36,093	14,212	39%	80,500	-	0%
305	REET 2	36,093	14,230	39%	500	-	0%
401	Water	1,169,088	491,015	42%	1,234,554	491,836	40%
403	Storm Drainage	339,400	169,731	50%	802,892	194,124	24%
409	Sewer	948,061	370,972	39%	1,093,917	244,061	22%
412	Sewer Compost	1,090,598	525,513	48%	1,197,253	273,168	23%
TOTALS		5,724,322	2,465,395	43%	7,176,790	2,049,337	29%

Town of La Conner

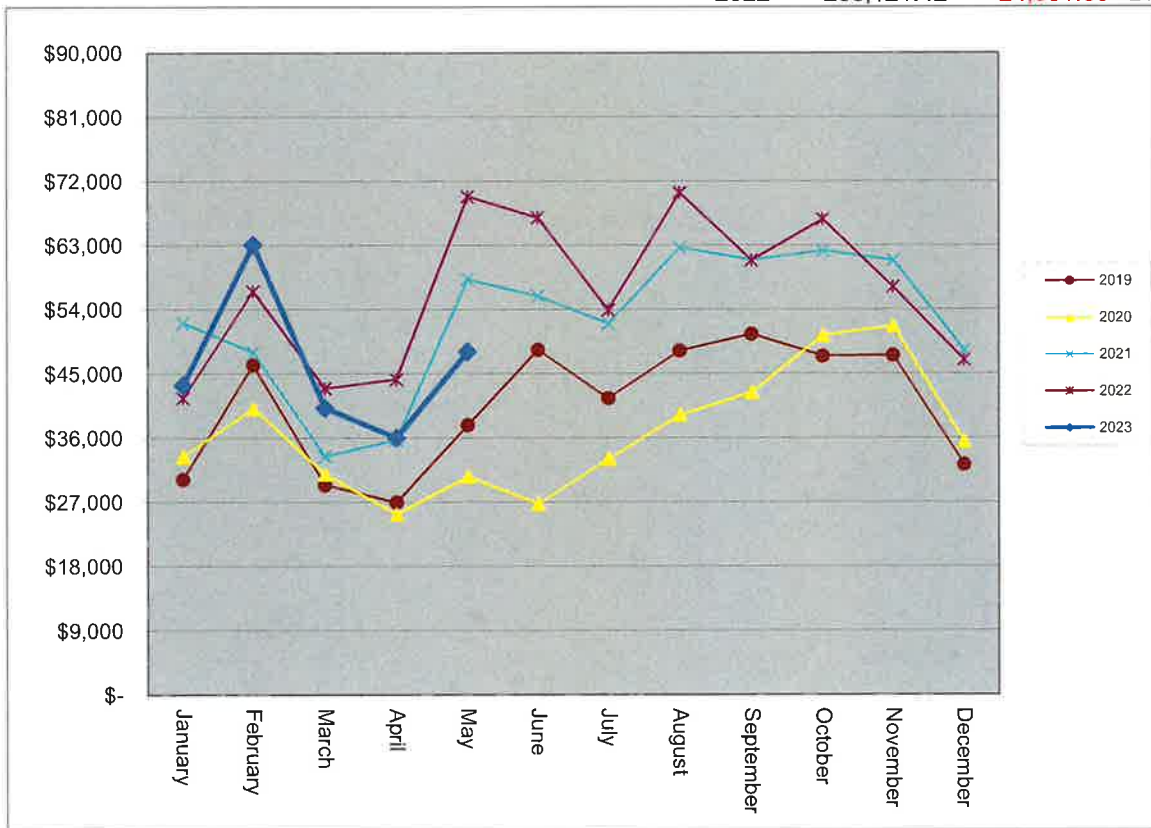
Sales Tax Receipts

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	48,072.92
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	
TOTAL	486,559.21	439,566.13	630,832.54	677,922.76	230,769.77

37.88%

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	230,769.77
Annual Monthly Avg	40,546.60	36,630.51	52,569.38	56,493.56	19,230.81
Amount needed to meet budget:					378,411.23

2022 255,121.42 24,351.65 Diff



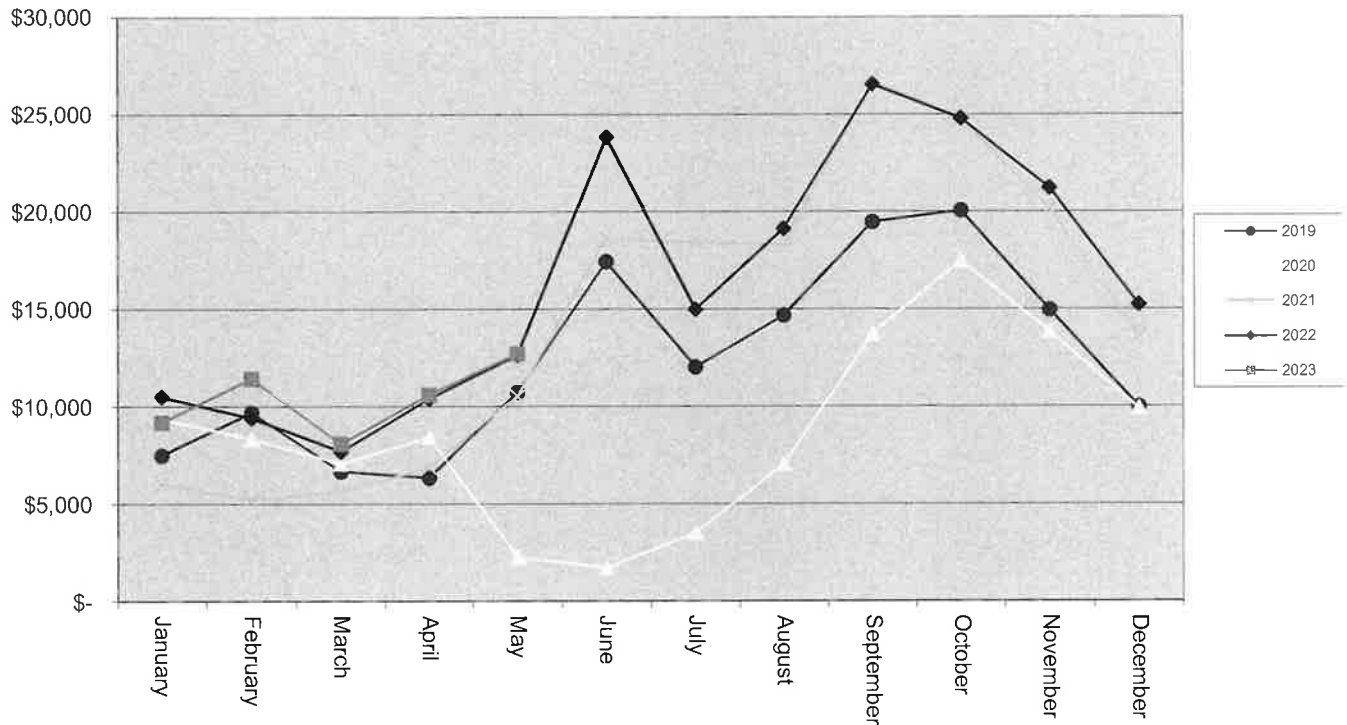
Town of La Conner

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	12,700.56
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	
TOTAL	149,561.03	102,779.86	175,000.06	196,404.79	51,988.84

39.08%

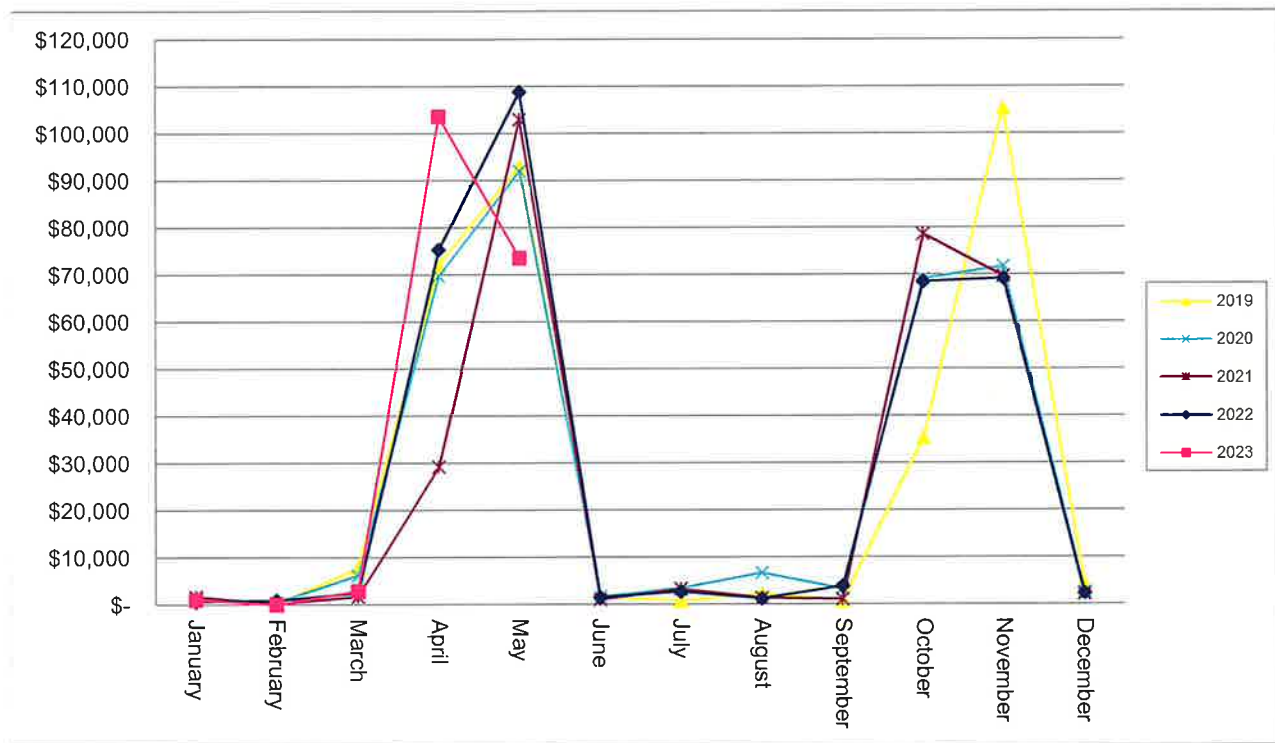
Budgeted	126,000.00	126,000.00	88,200.00	132,300.00	133,040.00
Received Year to Date	149,561.03	102,779.86	175,000.06	196,404.79	51,988.84
Monthly Average	12,463.42	8,564.99	14,583.34	16,367.07	4,332.40
Amount needed to meet budget:					81,051.16



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	73,546.50
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	
TOTAL	325,660.60	328,801.15	293,057.83	337,737.71	181,082.45
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	181,082.45
Monthly Avg	27,138.38	27,400.10	24,421.49	28,144.81	15,090.20
Amount needed to meet budget:					171,888.55

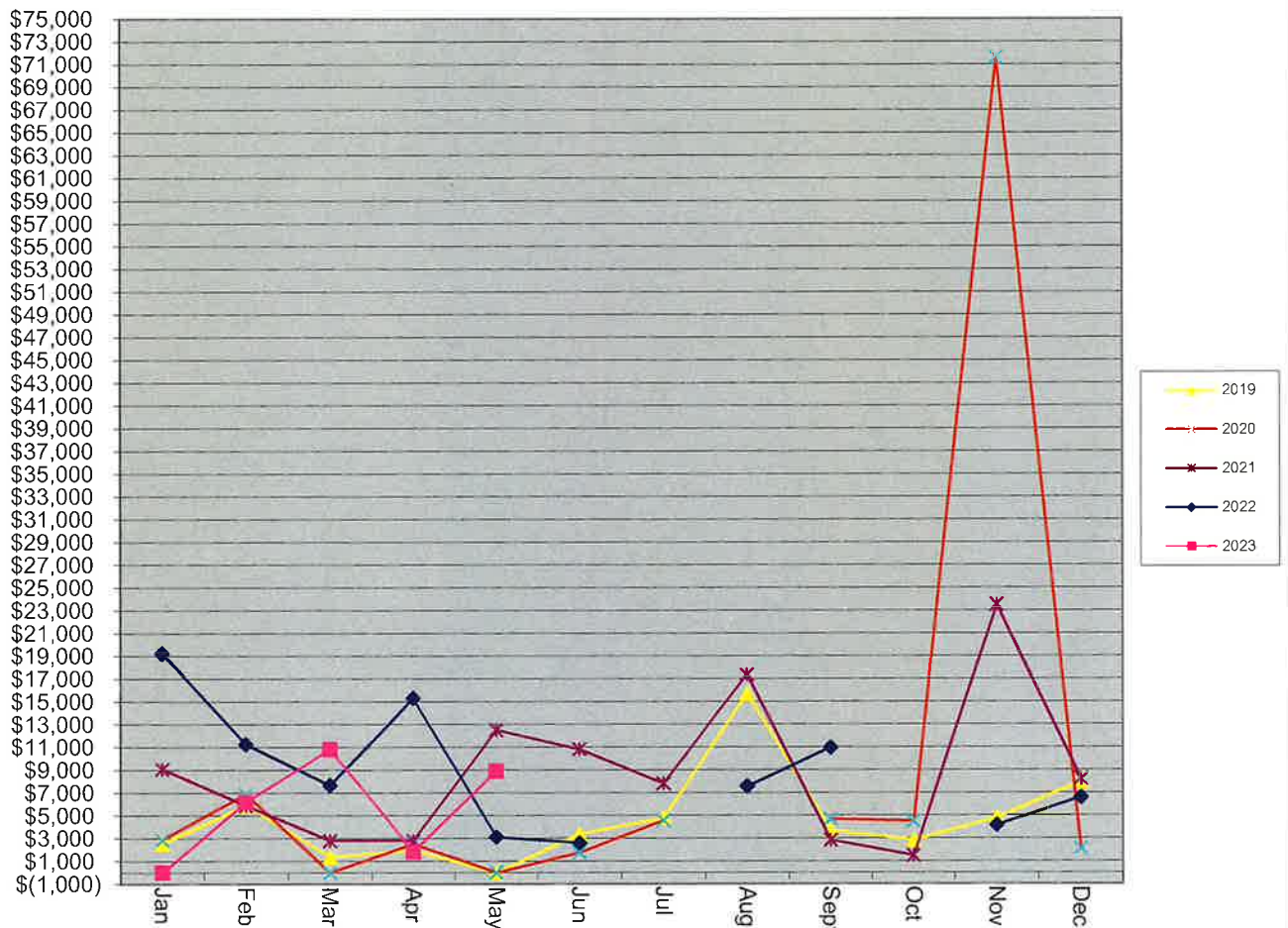
51.30%



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	8,910.00
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	
TOTAL	55,040.50	101,561.50	105,075.66	88,459.01	27,734.89

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	27,734.89	
Monthly Average	4,586.71	8,463.46	8,756.31	7,371.58	2,311.24	38.52%
Amount needed to meet budget:					44,265.11	



Town of La Conner Special Use Fire Tax Revenue

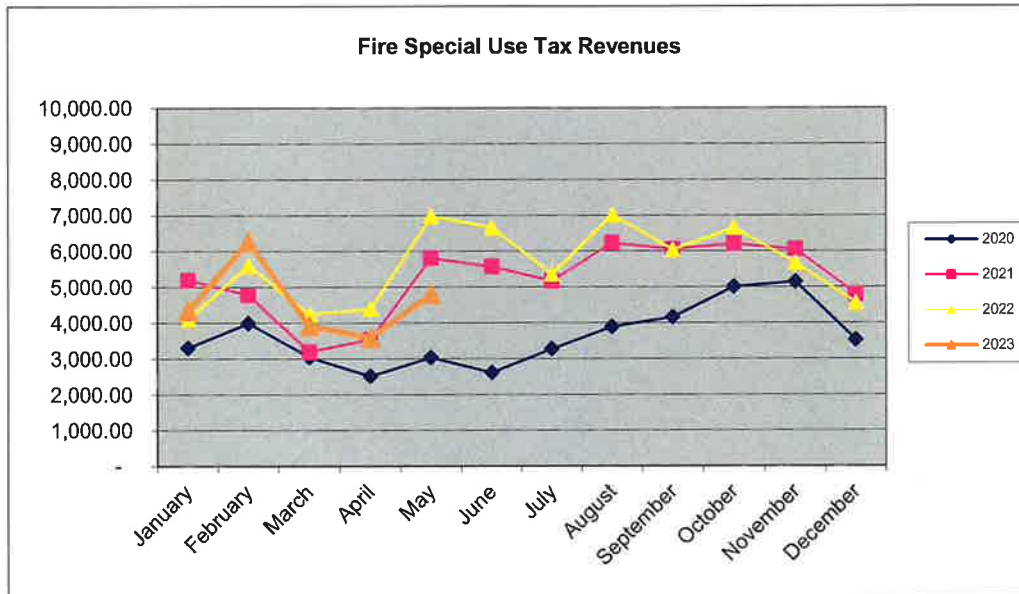
Month	2020	2021	2022	2023
January	3,304.44	5,196.26	4,108.62	4,333.29
February	3,992.09	4,779.92	5,609.50	6,278.74
March	3,046.20	3,192.27	4,237.71	3,923.57
April	2,516.68	3,536.70	4,396.10	3,593.96
May	3,036.90	5,807.88	6,984.88	4,796.78
June	2,614.87	5,569.18	6,661.47	
July	3,278.86	5,170.83	5,364.02	
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	
TOTAL	43,538.38	62,588.72	67,311.00	22,926.34

45.85%

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	22,926.34
Monthly Avg	3,628.20	5,215.73	5,609.25	1,910.53

Amount needed to meet budget:

27,073.66



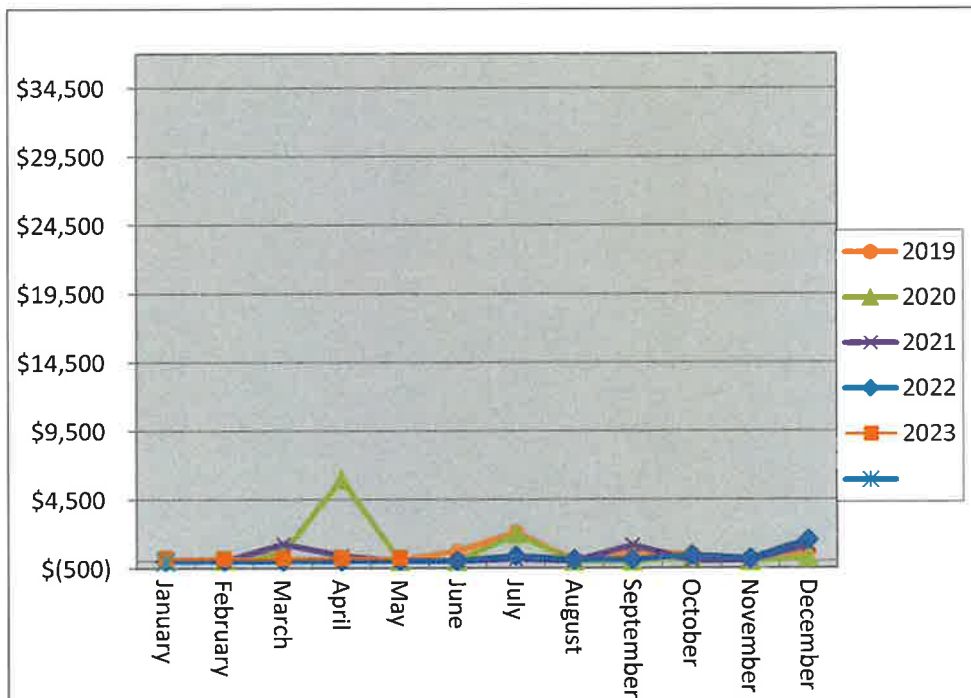
Town of La Conner

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	264.29
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	
TOTAL	5,510.86	9,430.49	4,256.24	2,920.12	1,183.55

23.30%

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	1,183.55
Monthly Average	459.24	785.87	354.69	243.34	98.63
Amount needed to meet budget:					3,895.45





TOWN OF LA CONNER

Monthly Planner's Report May 2023

NEW APPLICATIONS ACCEPTED:

Land Use

- LU23-12CP, Comprehensive plan amendment
- LU23-13S, sign permit for 101 N 1st St.
- LU23-14HDR-ADMIN, minor repaint 512 1st St.

Building Permit

- BP23-20B 213 Calhoun St Remodel
- BP23-21ROW Ziply Fiber H1001, new fiber lines
- BP23-22ROW Ziply Fiber H2001, new fiber lines
- BP23-23ROW Ziply Fiber H3001, new fiber lines
- BP23-24ROW Ziply Fiber H3002, new fiber lines

Misc. Permit

None

Planning Commission:

The Planning Commission met on May 2 and May 16. On May 2, staff introduced the idea of a tiny home village with preliminary plans submitted by an applicant. On May 16, the Commission held a public meeting on the proposed adult business regulations before unanimously recommending them to Town Council for approval.

Hearing Examiner:

There was no business before the Hearing Examiner in May 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 finalizing a parking study, working with members of the Town Council to hang informational door hangers around La Conner, finalizing a date for a Senior Center event, and reviewing recent bills passed during this legislative session that will affect the comprehensive plan. Looking forward to June, staff expects to continue to focus on outreach, with a presentation at the Senior Center and reaching out to the La Conner weekly news. In addition, staff will take MRSC provided training focused on the housing section update in order to ensure compliance with all aspects of the GMA, and continue to review recently passed bills for impacts.

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.
- Continuing issuance of permits.
- Long term planning priorities:
 - Neighborhood plan for Commercial Transitional Zone.
 - 2023-2025 Comprehensive Plan Update
 - Public Participation and Communication

Public Works

Department Head Report

May – 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. Report attached.
- Completed 2022 Consumer Confidence Report (CCR). Mailed to all La Conner water customers and submitted to the State DOH ODW.
- Completed 2022 Water Use Efficiency report. Submitted to State DOH ODW online reporting system.
- 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. Patiently waiting.

Streets:

- Maple Crosswalks, signs have been installed.
- Traffic calming speed cushions, Talbot Street speed cushion installed. Center Street is scheduled by the end of June.
- Asphalt and gravel pothole repairs.

Park and Port:

- Pioneer Park Tree Assessment; arborist report attached, I will be making recommendations in the near future.
- The abandoned boats are staged at the south end of town. Demolish and haul out late summer.
- WCIA Audit. Risk management representative and I completed an onsite loss control inspections of parks and playgrounds.
- The three Kiosks have been delivered, repairs and new powder coating. They will be reassembled and installed late summer. Public works is behind schedule.
- Salmon Slide; waiting for direction.
- Emergency Management Commission; compiling flood information for the commission.

Facilities:

- Fire Hall Roof Bids; low bid at \$296,049.03
- 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 installed and operational.
- WCIA Audit. Risk management representative and I completed an onsite loss control inspections of facilities.

Other:

- Finally a new hire, Chris Smith is onboard and will be learning all public works responsibilities.
- 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.

Brian Lease, Public Works Director, Town of La Conner



STATE OF WASHINGTON
DEPARTMENT OF HEALTH
NORTHWEST DRINKING WATER REGIONAL OPERATIONS
PO BOX 47800 ATTN: MS K17-12 OLYMPIA, WA 98504-7800

May 25, 2023 Brian Lease La Conner Public Works 21930 42 nd Dr NE La Conner, Washington 98257	La Conner Water Dept ID #43350	
	County:	Skagit
	System Type:	Community
	Operating Permit Color:	Green
	Surveyor:	PJ Wilkerson
	Inspection Date:	April 27, 2023

Dear Mr. Lease,

Firstly, I would like to thank you and Todd Park for meeting with me to conduct the 2023 survey. Sanitary surveys are the Office of Drinking Water's (ODW) way to inspect public water systems through a field visit. ODW is also able to offer technical assistance to help utilities improve their system operations and ensure that public health is protected. Thank you for addressing the comments from the previous survey. The incremental improvements help ensure the continued success of La Conner's water system.

IMPROVEMENTS

- Additional asbestos concrete mains have been replaced.
- A continuous chlorine analyzer has been added to the distribution system; therefore, chlorine residuals can now be monitored daily. The analyzer is also capable of measuring pH and temperature.
- Water quality continues to exceed minimum expectations.
- Public Works has developed a high level of communication with the community through outreach to businesses and public Q&A sessions.

I would also like to point out the incredible time and effort Public Works staff have put into making this system a model for other systems to strive for. There is a strong culture of excellence which is immediately recognizable considering the level of thought and detail put into every element of the water system. Thank you for going above and beyond the minimum drinking water standards, in addition to your other responsibilities.

SIGNIFICANT DEFICIENCIES

Significant Deficiencies are defects in your facilities or operations that need immediate attention. **Any identified Significant Findings must be addressed within 45 days of the date on this letter.**

None

SIGNIFICANT FINDINGS

Significant Findings are defects in your facilities or operations that need immediate attention. **Any identified Significant Findings must be addressed within 45 days of the date on this letter.**

None

OBSERVATIONS

Observations are other violations of drinking water rules and/or requirements. It is your responsibility to follow up on noted Observations.

None

RECOMMENDATIONS

Recommendations are intended to help you improve your technical, managerial, or financial capacity.

- The town should start preparing for upcoming retirements to ensure quality staff can be brought on, and knowledge can be adequately transferred to preserve the water system's exceptionally high quality. Public Works staff have many responsibilities beyond the water system. Bringing in additional staff would help improve flexibility and create time to further develop drinking water programs.
- Include information about the Revised Total Coliform Rule and Groundwater Rule in your updated Coliform Monitoring Plan when you submit your planning document to DOH.

SYSTEM INFORMATION

La Conner Water Dept. serves the Town of La Conner and the Skagit Beach area. There are 822 connections (approved number is unspecified) and an approximate residential population of 891. The Town also sells water wholesale to the Shelter Bay Community (Shelter Bay can also purchase from Swinomish). La Conner is at about 90% buildout so future expansion is limited. Water is received from an intertie with the City of Anacortes. The system is primarily constituted of a storage tank and two pressure zones. Town leadership consists of a mayor and five council members. Regular community Q&A sessions are also held to communicate public works projects with the public.

SOURCE

La Conner is a consecutive system and purchases all its treated surface water supply from Anacortes. Consumption varies seasonally; approximately $5 \cdot 10^6$ ft³/month in the winter and $3 \cdot 10^7$ ft³/month in the summer. Anacortes provides conventional filtration and disinfection treatment. The town has invested in a continuous chlorine analyzer to monitor chlorine decay after the intertie. The analyzer is regularly cleaned and validated with grab samples. Buffers used to calibrate pH are regularly replaced to avoid expiration.

STORAGE

A steel 1.5 MG reservoir is located on the opposite end of the distribution system from the intertie. The reservoir was constructed in 1979 and appears to be in good condition. Pictures of the vent screen, hatch seal, and overflow outlet screen were provided. The tank refills every three to four days via an altitude valve. The interior of the tank was cleaned three years ago by divers. Additionally, the site is visited weekly to inspect openings and check on the continues analyzer (located on the same premise). Security appears to be adequate, there is a high fence and locks on all structures.

DISTRIBUTION

The distribution system consists of two zones (upper and lower zones). The lower zone, regulated via PRVs, serves the marina and adjacent industrial area. Pressure into the upper zone is regulated at the intertie to 88 psi (pressure must stay below 95 psi to prevent main breaks). There are seven PRVs (one at the intertie and six within the distribution system) and about 120 hydrants and blowoffs throughout the system. Excellent distribution maintenance programs have been implemented, such as flushing, PRV repair, etc. Public Works also communicates with local business about maintenance activities ahead of time.

MANAGEMENT & OPERATION

Water System Plan

DOH and La Conner Water Dept. recently participated in a pre-plan meeting. Please continue work on your planning document and reach out to Jennifer Kropack (Jennifer.Kropack@DOH.WA.GOV) and me with any questions.

I would also like to give kudos to Brian and Todd for their superb filing system. Plans, manuals, and other crucial documents were readily accessible during the day of the survey.

Last Update: 1/25/2023

WFI Update

Water Quality Monitoring

Coliform Monitoring Plan

The coliform monitoring plan was provided during the day of the survey. Two samples per month are required and there are six dedicated sampling stands (five throughout distribution and one at the reservoir). While you are updating your planning document, please include a section in your coliform monitoring plan regarding the Revised Total Coliform Rule.

The system has never had a positive coliform sample which is clearly a reflection of the technical expertise of the system's staff.

2018-2020 sampling period

Lead and Copper Monitoring	Pb 90 th : 0.0010 mg/L, PB Hi, 0.0016 mg/L (Pb MCL 0.015 mg/L) Cu 90 th : 0.1060mg/L Cu Hi, 0.1110 mg/L (Cu MCL 1.3 mg/L)
DBP Mon.	System required to take 5 samples between 2021-2023
Operating Permit	DBP concentrations are well below primary MCLs.
Consumer Confidence Report	Green
Certified Operator(s)	2022 CCR was submitted to DOH Brian Lease – WDM 4, CCS Todd Park – WDM 1
Water Use Efficiency Program	
Individual Customer Meters	Connections are 100% metered. Public Works recently invested in new meter software and hardware
Distribution System Leakage	2022 Last year: -6.5% Three year: 5.6% Negative values are the result of a mistake which DOH is working internally to correct. Thank you for your patience while we work on the update.
Cross Connect Program	The system maintains an up-to-date list of cross connections throughout the system. Annual testing is performed on all cross-connection prevention devices. Chip Sherman (WDS, CCS) is currently training to lead the CC program.
Emergency Response Plan	Emergency contacts are printed. System is in communication with other Skagit County systems.
Power/Water Outages	All water system components requiring electricity have battery backups
E. coli response	System has several notification systems, including a website, to communicate water quality emergencies.
Complaints	A complaints database is maintained. Complaints are rare, however there are occasional calls about odor.

CLOSING

The Drinking Water Regulations require that all Group A public water systems have a sanitary survey every five years. In order to receive credit for the survey, a sanitary survey fee must be paid. Enclosed is an invoice for **\$408.00**. Please remit your complete payment in the form of a check or money order within thirty days of the date of this letter in the enclosed envelope or send payment to: DOH, Revenue Section, PO Box 1099, Olympia WA 98507-1099.

If you have any questions, please contact me at (253) 395-6766 or by e-mail at pj.wilkerson@doh.wa.gov.

La Conner Water Department (#43350)

May 25, 2023

Page 5

Sincerely,

A handwritten signature in dark ink, appearing to read "PJ Wilkerson", is written over a faint, light-colored printed signature line.

PJ Wilkerson

NW Regional Office of Drinking Water

(253) 395-6766

ecc: Skagit County Public Health
Carmen Tupas – DOH

Fire Chief / Code Enforcement Report

May-23

Alarms:	28 Emergency Calls	Ave # Responders:	2.5	
300-Med	22 100-Fire	3 700-False	1 500-Service	1
Water	1			

Calendar:

- 3-May Bussiness
- 10-May Fire House Prep
- 17-May Fire Marshall Testing
- 24-May Marina Drill Shelter Bay
- 31-May OTEP/ Rig Check

Events:

- Volunteer Appreciation LC School
- Fire Assocation Family Dinner

Enforcement Notes:

- New Sign ordinance hand out
- Parking
- RVs

Aaron Reinstra
Fire Chief/Code enforcement
Town of La Conner

Water & Wastewater Services

Town of La Conner

Honorable Mayor or and Town Council

Monthly Report of Wastewater Treatment Plant Operations & Maintenance

Month: May 2023

During the month of May, the plant met NPDES permit requirements.

See attached spreadsheet for WWTP data.

Locates

- There were nine (9) locates in May with no issues.

Call Outs-Emergencies

- There were no call outs or emergencies during the month of May.

System Maintenance

- Grinded yard waste pile.
- Compost mixer back online.
- Two (2) new sewer hookups on High Street.
- Ackermann Electric replaced the breaker for the generator building.

Process Changes

- Took clarifier #1 offline for the summer.

Miscellaneous

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

Compost Sales:

Wholesale

0 yards were sold in May- 87 yards year to date.

Retail Sales

1,173 yards were sold in May- 3,781 yards year to date.

In May 2023 the Town receipted in 1,260 yards of retail and wholesale compost for a total of \$10,736.00. Please note that a bulk compost customer paid their account balance in May, hence the difference between this and the attached spreadsheet.

Metered Flow:

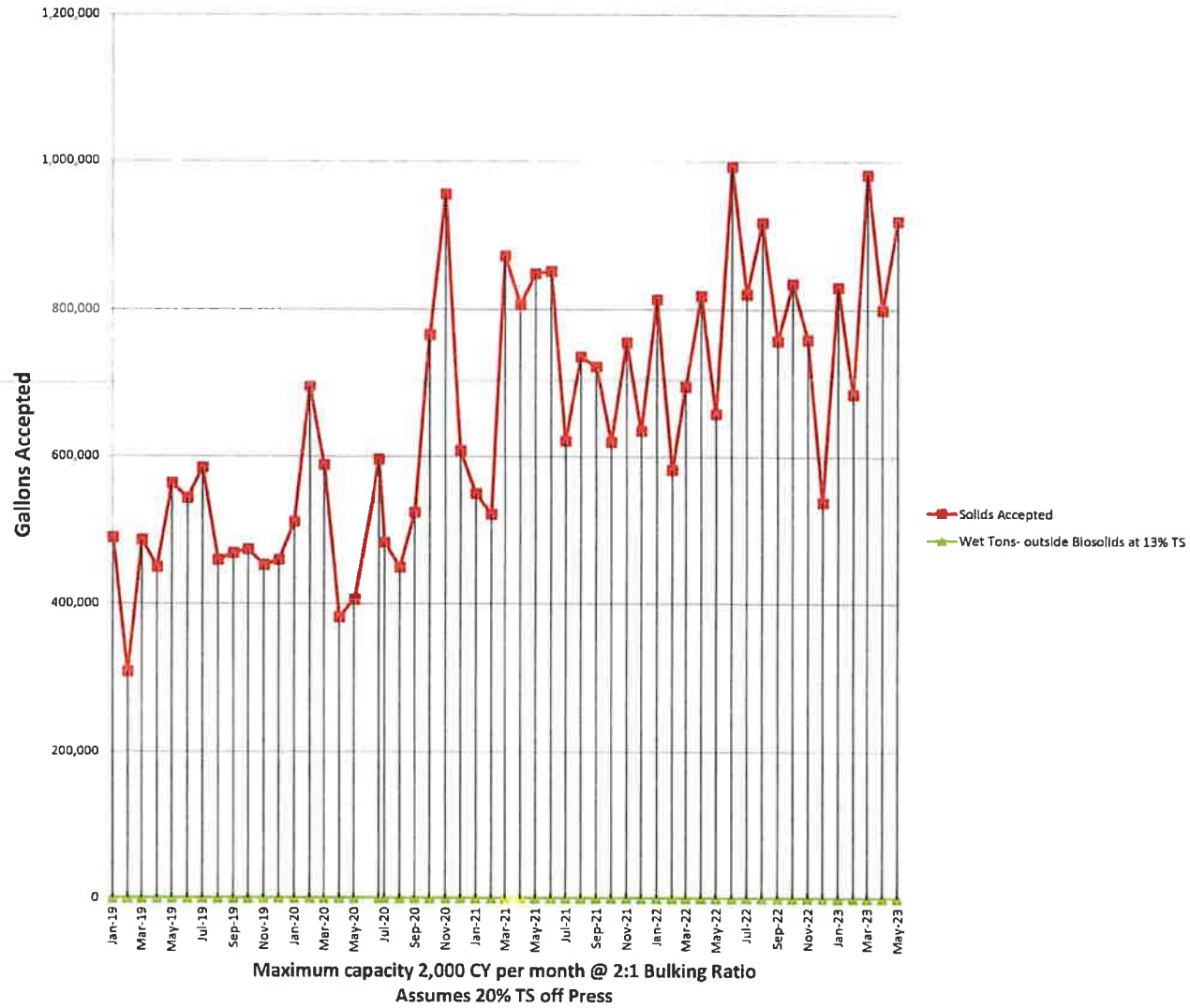
Influent:	<u>8,060,000 Gallons</u>
Tribal:	<u>2,293,415 Gallons</u>
Hydrant:	<u>8,060 Gallons</u>
Belt Press:	<u>1,208,085 Gallons</u>
Reuse Water:	<u>367,963 Gallons</u>

LaConner Wastewater Treatment Plant

Monthly Data 2023

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
May-23	8,790,000	283,000	317,000	8,840,000	1%	1,124,169	904,807	20%	0	0
<div> <div></div> means UP <div></div> means DOWN </div>										

LaConner Wastewater Treatment Plant Monthly Data 2019- Present



Info Summary - X

Incidents in Current View 37

Civil

7

Crimes Against Person

1

Domestics

1

Fraud

1

Motor Vehicle Incidents

4

Other Incidents

21

Property Crimes

2



Date/Time	Case Number	Nature/Description	Category
5/2/2023, 6:20 PM	23-05449	Boating Incident Or Problem	Motor Vehicle Incidents
5/5/2023, 10:29 AM	23-05590	Fraud Violation	Fraud
5/6/2023, 1:15 PM	23-05646	Agency Assistance	Other Incidents
5/6/2023, 10:59 PM	23-05671	Noise Ordinance	Civil
5/8/2023, 9:01 AM	23-05727	911 Hangup Call	Other Incidents
5/9/2023, 7:41 AM	23-05787	Suspicious Circumstances	Other Incidents
5/9/2023, 2:33 PM	23-05804	Civil Problem	Civil
5/10/2023, 12:14 PM	23-05844	Domestic Violence	Domestics
5/10/2023, 6:59 PM	23-05864	Found Property	Civil
5/11/2023, 6:41 AM	23-05884	Suspicious Circumstances	Other Incidents
5/11/2023, 12:44 PM	23-05893	Traffic Enforcement	Motor Vehicle Incidents
5/11/2023, 1:55 PM	23-05902	Civil Problem	Civil
5/12/2023, 1:47 PM	23-05954	Suspicious Circumstances	Other Incidents
5/12/2023, 8:53 PM	23-05978	Suspicious Circumstances	Other Incidents
5/14/2023, 4:00 AM	23-06061	Vehicle Accident	Motor Vehicle Incidents
5/14/2023, 4:20 AM	23-06062	Alarm	Other Incidents
5/14/2023, 8:39 AM	23-06074	Welfare Check	Other Incidents
5/14/2023, 12:29 PM	23-06078	Animal Problem	Other Incidents
5/15/2023, 1:02 PM	23-06135	Animal Problem	Other Incidents
5/16/2023, 12:42 AM	23-06164	Alarm	Other Incidents
5/19/2023, 1:11 PM	23-06345	Alarm	Other Incidents
5/19/2023, 8:46 PM	23-06371	Burglary	Property Crimes
5/20/2023, 4:07 AM	23-06382	Vehicle Accident	Motor Vehicle Incidents
5/20/2023, 10:29 AM	23-06391	Alarm	Other Incidents
5/20/2023, 10:53 AM	23-06392	Removal Of Person	Crimes Against Person
5/20/2023, 4:01 PM	23-06406	Vehicle Accident	Motor Vehicle Incidents
5/21/2023, 1:49 AM	23-06433	Alarm	Other Incidents
5/21/2023, 6:34 AM	23-06438	Welfare Check	Other Incidents
5/25/2023, 7:16 AM	23-06632	Disorderly Conduct	Other Incidents
5/25/2023, 8:31 AM	23-06636	Disorderly Conduct	Other Incidents
5/25/2023, 11:28 AM	23-06653	Burglary	Property Crimes
5/26/2023, 7:04 AM	23-06702	Alarm	Other Incidents
5/26/2023, 3:41 PM	23-06725	Property Theft	Property Crimes
5/27/2023, 3:59 PM	23-06777	Fireworks Violation	Other Incidents
5/29/2023, 7:00 PM	23-06885	Civil Problem	Civil
5/30/2023, 12:17 PM	23-06916	Civil Problem	Civil
5/31/2023, 5:15 PM	23-06976	Alarm	Other Incidents

Total in Town hours: 162

Total in zone hours: 723

Unfinished Business

- 1) Center Street Project – Discussion – No Insert**
- 2) Jenson Property – Discussion – No Insert**
- 3) Pioneer Park Tree Removal**



Urban Forestry Services

BARTLETT CONSULTING

Divisions of The F.A. Bartlett Tree Expert Company

Arborist Report

Title: Pioneer Park Tree Risk Assessment

Prepared for: Town of La Conner
Attn: Brian Lease
Public Works
604 N Third Street
La Conner, WA 98257

Project site: Pioneer Park – North and South
La Conner, WA

Prepared by: Urban Forestry Services | Bartlett Consulting
Miles Becker, Consultant
ISA Certified Arborist® #PN-7808A
ISA Tree Risk Assessment Qualified

Reviewed by: Josh Hollinger, Field Consultant

Date: May 2, 2023

Contents:

- Summary**
- Introduction**
- Methods and Limits of the Assignment**
- Observations**
- Discussion**
- Recommendations**
- Photos**
- Attachments:**
 - Tree Assessment Table*
 - Tree Assessment Site Plan*

Summary

Forty-three (43) trees within striking distance of a high value structure or high use area in Pioneer Park had a structural defect or were in decline. Defects included trunk cavities and decay, significant leans, fungal conks, and codominant stems. Several trees, mainly western red cedar, were severely stressed with crown dieback and in decline. Seventeen (17) trees had a high risk rating and were a priority for management. Twenty (20) trees had a moderate risk rating and were a secondary management priority. Twenty-seven (27) trees were recommended for removal and 11 trees recommended be converted to a wildlife snag. Overall, the forest stand was healthy and the majority of trees can be retained for their continued benefits to the park and its visitors.

Map 1. The approximate boundary of Pioneer Park where trees were assessed is outlined in yellow. Aerial imagery from Google Earth August 2022.



Introduction

Pioneer Park is a public open space at the south end of La Conner, Washington. Dedicated as a natural area to be used as a park in perpetuity, the area has several facilities that are especially popular in summer. Most of the park is also under tree canopy cover (Map 1). While the trees provide many benefits to park visitors, they also have some risk from the potential to fail and strike a structure, vehicle, or person.

Large trees in the park have failed in the past, including across streets along the park perimeter and more recently, onto the historic pavilion on the south side of the park. The last comprehensive tree risk assessment for Pioneer Park was completed in 1991 by Jim Barborinas of Urban Forestry Services. Since then, the trees have grown larger, some may have developed structural defects, and others may have declined or died.

The City Public Works Director, Brian Lease, contacted our office in March of 2023 to request a risk assessment of trees within striking range of high use areas or high value targets in the park. He stated a concern about whole tree failure and asked for an assessment of individual trees with the potential to fail and cause significant damage or injury.

Methods

I met Mr. Lease at Pioneer Park on March 28, 2023 to walk through the high use areas that were a priority for risk assessment. The focus was on the south or west side of Pioneer Parkway that included parking and picnic areas, an outdoor amphitheater, gazebo, public restrooms, and the historic pavilion. Mr. Lease stated that occupancy of these areas in summer was frequent. On the north or east side of Pioneer Parkway, the targets considered at risk of being struck by failed trees were the parking area, walking trails, and the perimeter streets. Occupancy on the north side of the park is usually occasional to rare.

The trees surrounding the target areas were assessed on March 28 and 29, 2023 by myself and Josh Hollinger, Field Consulting Arborist. We identified any trees with obvious defects in an ISA Level 1 Limited Visual Assessment. Trees of concern observed in the Level 1 assessment were followed up with a Level 2 Basic Risk Assessment. The Level 2 assessment involves looking at the trees for structural defects, signs and symptoms of disease or insect activity, and any other indicators related to the likelihood of failure. All sides of the tree are observed from the ground. The site is also assessed for wind exposure, location and type of targets that would be struck by a failed tree or tree part, and the potential consequences of failure. The assigned risk rating is a function of the likelihood of failure, likelihood of striking a target, and the sustained damage or injury from a tree strike. Only whole tree or large tree part, such as a codominant stem, failure was considered in the risk assessment.

Forty-three (43) trees in the Level 2 assessment had notable structural or health issues. We marked the 43 trees with aluminum tags numbered #501 to 537 on the south side of the park and #551 to 557 on the north side. Data on each tree in the Level 2 assessment are in the attached *Tree Assessment Table*. Their approximate locations are shown in the attached *Tree Assessment Site Plan*.

The time frame for this ISA Level 2 Basic Tree Risk Assessment is five years from the date of the site visit.

Limits of the Assignment

The risk assessment was performed from the ground. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible; however, the consultant can neither guarantee nor be responsible for the accuracy of information provided by others.

Illustrations, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports nor surveys.

Information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plans or property in question may not arise in the future.

Observations

The park is on a hill exposed to high winds from all directions. Much of the soil is shallow and rocky (Photo 1). Tree failure at the site could occur even for healthy trees with no visible structural defects. The dominant species in the upper canopy was Douglas fir (*Pseudotsuga menziesii*) with fewer grand fir (*Abies grandis*), Pacific madrone (*Arbutus menziesii*), and western red cedar (*Thuja plicata*). The tallest trees were an estimated 80 to 110 feet tall with an average 10- to 15-foot spacing. Upperstory tree trunk diameters ranged from 12 to 30 inches. There was effectively no mid-story (Photo 2). Understory species included young Pacific madrone, vine maple (*Acer circinatum*), Oregon grape (*Mahonia aquifolium*), snowberry (*Symphoricarpos*), and oceanspray (*Holodiscus discolor*).

In general, the forest stand looked healthy. The more mature trees had normal vigor for coastal native species (Photo 3). Many had a history of branch and top failure. Spacing between trees was relatively close and most had a live crown to tree height ratio (LCR) of 30 to 50 percent with moderate trunk taper. Some smaller trees were naturally suppressed from competition.

One pattern of note was consistent crown thinning in the western red cedar. Thinning crowns and top dieback are symptoms of drought stress, which is becoming more common in northwest Washington. Once dead or mostly dead, the trees will have an increased likelihood of failure.

Of the 43 trees in the Level 2 assessment, 20 were Douglas fir and 14 were western red cedar. The three other species consisted of bigleaf maple (*Acer macrophyllum*), grand fir, and one western hemlock (*Tsuga heterophylla*). Their trunk diameters ranged from 6.4 to 39.9 inches with an average of 22.8 inches.

Structural issues included basal decay, cavities, significant leans, fungal conks on the trunk, and hollow sounding trunks. Dead and irreversibly declining trees were also included because of their increased likelihood of failure. Fungi we observed on trees included *Kretzschmaria deusta*, *Phellinus pinii*, *Ganoderma* species, and *Cryptoporus* species.

Tree #519, a grand fir with a 38.3-inch trunk diameter had some crown dieback but it looked viable (Photo 4). The tree had a moderate to high preservation value. When sounded with a mallet, a section of the trunk on the south side of the tree sounded hollow. Other sides of the

trunk sounded solid. The extent of any internal decay was not clear from the Level 2 assessment.

Tree #520, a Douglas fir with a 26.5-inch trunk diameter, had two large branches in the upper crown that were dying back. They overhung a potentially busy area and could fail. The rest of the tree was healthy and would have a low risk without the two large branches.

Tree #525, a western red cedar with a 25.2-inch trunk diameter, had a weakly attached codominant trunk that could fail. The rest of the tree was stable.

Six (6) trees had a low risk rating, 20 had a moderate rating, and 17 had a high risk rating.

Discussion

Trees with a higher risk rating in the park had some indication of structural defects. Obvious defects, such as trunk cavities and basal decay, are good indicators of potential tree failure. Trees with less obvious defects, such as hollow sounding trunks but healthy looking crowns, are more difficult to predict the timing and likelihood of failure. Due to the severe consequences of failure in the busy park with historic structures, we recommend a conservative approach to managing risk by removing trees with any symptom of internal decay. This is supported in part by the failure of large trees in the assessment area that had advanced basal decay when they failed, but the tree may have had no visible external indicators of decay.

The benefits of the trees to the park should also be recognized. Individual trees with a high preservation value, such as #519, should be further investigated with advanced methods to determine whether the tree has significant defects that justify its removal. Trees that could fail may still contribute to the ecological function of the forest stand by converting them to wildlife snags instead of removing the entire tree to the ground. Snags are a scarce resource in urban forests that can provide essential nesting and foraging habitat for birds and other wildlife. Where possible, we recommend creating snags instead of complete removal.

Recommendations

Risk Mitigation

- Remove 27 trees: #501 to 513, 517, 521 to 524, 527 to 530, 534, 536, 552, 553, and 556.
- Convert 11 trees to snags: #514 to 516, 531, 532, 535, 537, 551, 554, 555, and 557.
- Monitor two trees, #518 and 526, for further symptoms of decline. If more than 50 percent of the crown dies when they are re-assessed in 5 years, consider removing the tree or converting it to a snag.
- Test tree #519 for internal decay with either resistance drilling or sonic tomography in a Level 3 Advanced Assessment.
- Prune tree #520 to reduce endweight in the crown and to remove the two large branches likely to fail.
- Remove the codominant trunk on tree #525 and retain the rest of the tree.
- Avoid damaging retained trees during tree removals.
- Leave a 2- to 3-foot tall stump of removed trees if within 10 feet of a retained tree.
- Snags should be 15 to 20 feet tall.

Please let me know if you have any questions on our field observations or the recommendations provided in this document. I can be reached at:

Phone: 360-503-9654

Email: mbecker@bartlett.com

PHOTOS

Photo 1. The historic pavilion, picnic benches, outdoor amphitheater, and other facilities are under tree canopy cover. The soils on the hill are shallow and rocky. The viewer is looking north.



Photo 2. Many of the trees in the park, including these near the walking path on the north side, are relatively tall and closely spaced.

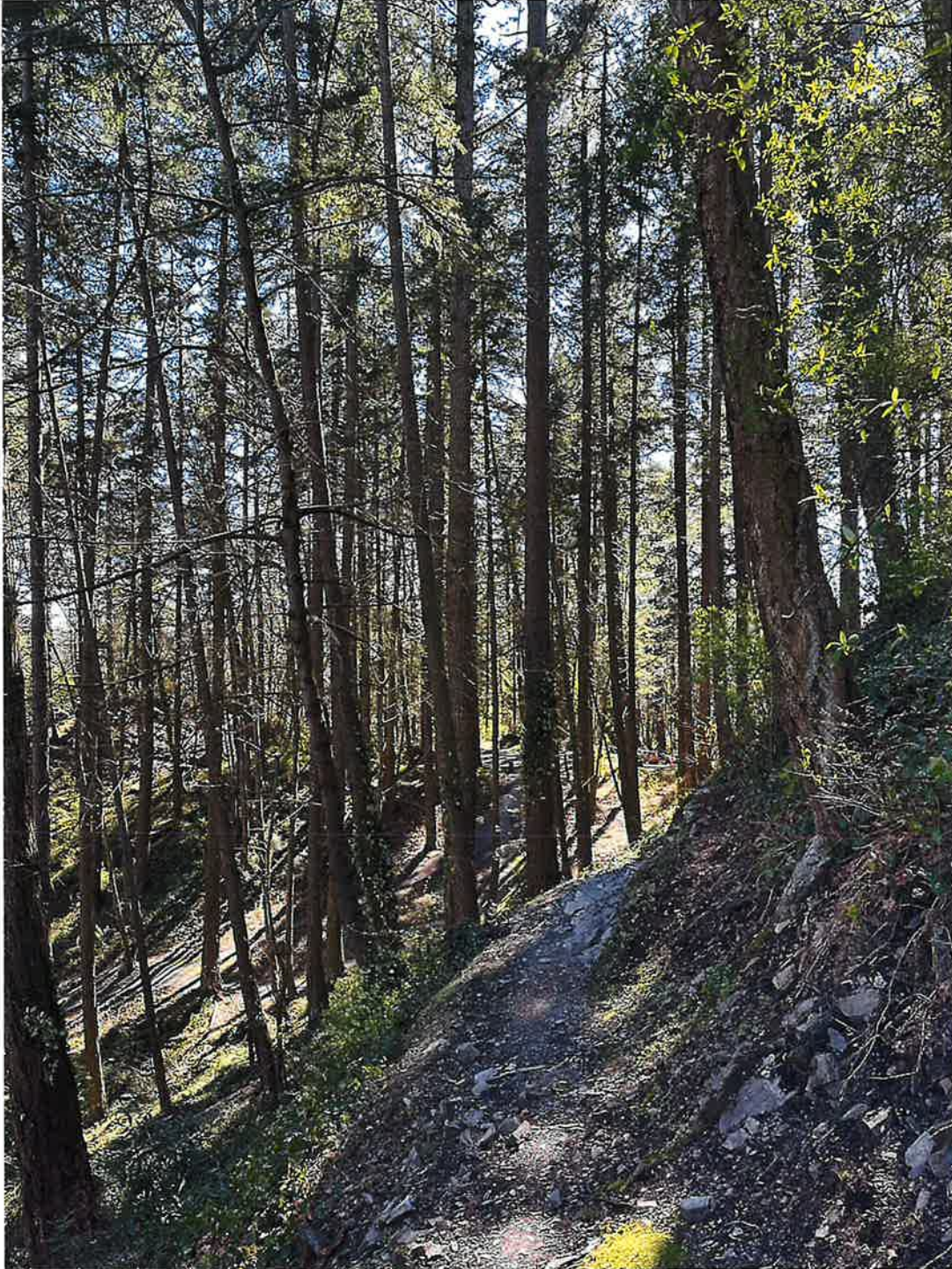


Photo 3. Most of the trees in the upper canopy had normal vigor, like these Douglas fir behind the pavilion. There were a few dead trees that were recommended for removal. The viewer is looking south.



Photo 4. The crown of tree #519, a grand fir, has some dieback but it is viable. There may significant decay in the lower trunk that would need to be confirmed with an advanced risk assessment.



Pioneer Park Tree Risk Assessment
La Conner, WA



Urban Forestry Services

BARTLETT CONSULTING

Division of The FA Bartlett Tree Expert Company

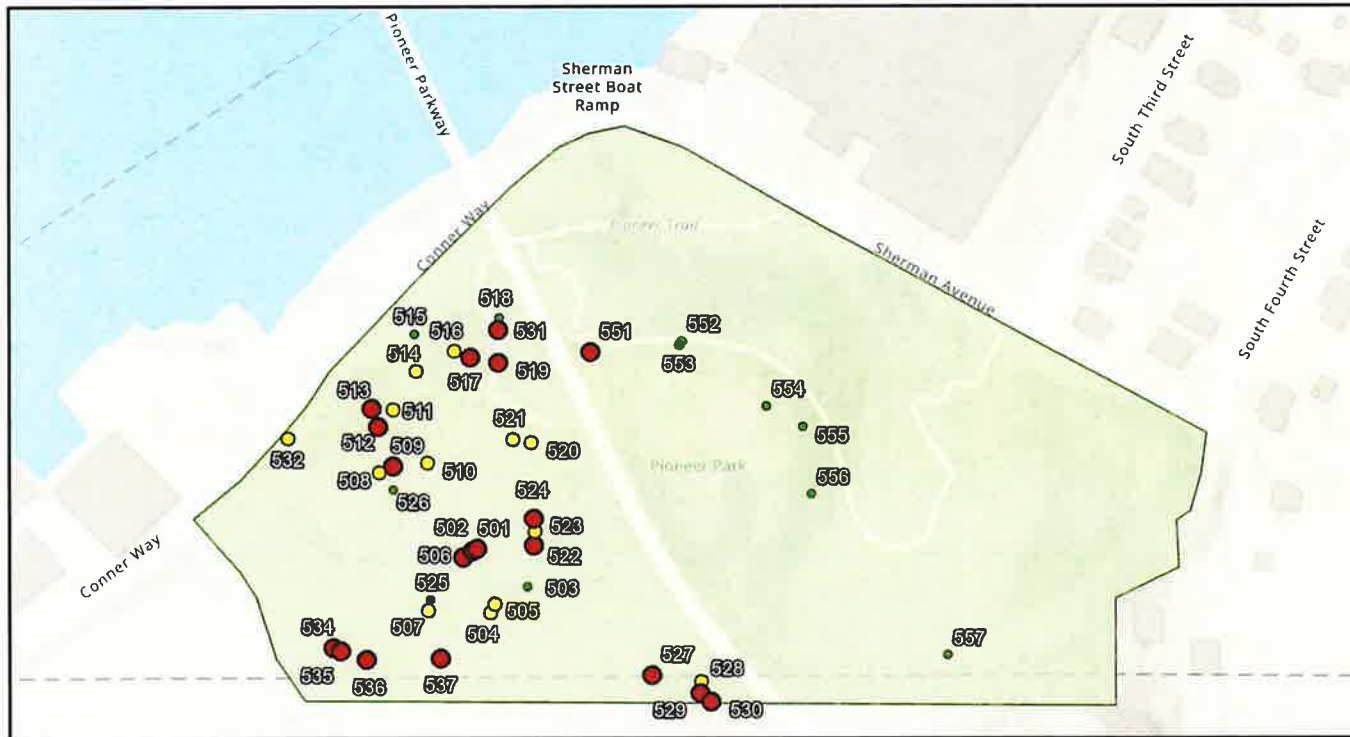
TREE RISK ASSESSMENT TABLE

Prepared for: Public Works, Town of La Conner
Prepared by: M. Becker

April 28, 2023

Tree #	Species	Botanical Name	DBH (in)	Issues	Risk Rating	Recommendation	Priority
501	Grand fir	<i>Abies grandis</i>	27.7	Hollow trunk	High	Remove	1
502	Grand fir	<i>Abies grandis</i>	30.8	Conks, hollow	High	Remove	1
503	Douglas fir	<i>Pseudotsuga menziesii</i>	31.2	Hollow trunk	Moderate	Remove	3
504	Western red cedar	<i>Thuja plicata</i>	31.7	Declining, dead top	Moderate	Remove	2
505	Douglas fir	<i>Pseudotsuga menziesii</i>	29.5	Declining, hollow trunk	Moderate	Remove	2
506	Western red cedar	<i>Thuja plicata</i>	19.0	Declining, exposed roots	High	Remove	1
507	Western red cedar	<i>Thuja plicata</i>	34.2	Declining	Moderate	Remove	2
508	Western red cedar	<i>Thuja plicata</i>	21.2	Declining, dead top	Moderate	Remove	2
509	Douglas fir	<i>Pseudotsuga menziesii</i>	32.2	Hollow trunk	High	Remove	1
510	Western red cedar	<i>Thuja plicata</i>	26.9	Hollow trunk	Moderate	Remove	2
511	Douglas fir	<i>Pseudotsuga menziesii</i>	38.1	Leaning, conks	Moderate	Remove	2
512	Douglas fir	<i>Pseudotsuga menziesii</i>	6.8	Dead	High	Remove	1
513	Douglas fir	<i>Pseudotsuga menziesii</i>	6.4	Dead	High	Remove	1
514	Douglas fir	<i>Pseudotsuga menziesii</i>	39.9	Declining, exposed	Moderate	Snag	2
515	Douglas fir	<i>Pseudotsuga menziesii</i>	17.4	Steep slope, exposed	Moderate	Snag	3
516	Douglas fir	<i>Pseudotsuga menziesii</i>	13.1	Declining	Moderate	Snag	2
517	Douglas fir	<i>Pseudotsuga menziesii</i>	25.8	Dead	High	Remove	1
518	Douglas fir	<i>Pseudotsuga menziesii</i>	38.4	Declining, exposed	Moderate	Monitoring	3
519	Grand fir	<i>Abies grandis</i>	38.3	Hollow trunk	High	Level 3	1
520	Douglas fir	<i>Pseudotsuga menziesii</i>	26.5	Leaning, large branch failure	Moderate	Crown reduction	2
521	Douglas fir	<i>Pseudotsuga menziesii</i>	11.5	Leaning, basal wound	Moderate	Remove	2
522	Western red cedar	<i>Thuja plicata</i>	16.5	Declining, basal decay	High	Remove	1
523	Western red cedar	<i>Thuja plicata</i>	18.5	Declining	Moderate	Remove	2

Tree #	Species	Botanical Name	DBH (in)	Issues	Risk Rating	Recommendation	Priority
524	Western red cedar	<i>Thuja plicata</i>	20.0	Declining, hollow trunk	High	Remove	1
525	Western red cedar	<i>Thuja plicata</i>	25.2	Weak codominant stem	Moderate	Prune codominant	3
526	Douglas fir	<i>Pseudotsuga menziesii</i>	23.6	Declining	Low	Monitoring	3
527	Douglas fir	<i>Pseudotsuga menziesii</i>	32.1	Dead	High	Remove	1
528	Douglas fir	<i>Pseudotsuga menziesii</i>	21.9	Hollow trunk	High	Remove	1
529	Douglas fir	<i>Pseudotsuga menziesii</i>	14.7	Declining	Moderate	Remove	2
530	Western red cedar	<i>Thuja plicata</i>	14.9	Trunk wound, hollow	High	Remove	1
531	Grand fir	<i>Abies grandis</i>	24.0	Dead	High	Snag	1
532	Western red cedar	<i>Thuja plicata</i>	14.0	Declining, dead top	Moderate	Snag	2
534	Western red cedar	<i>Thuja plicata</i>	13.3	Declining, basal decay	Moderate	Remove	1
535	Western red cedar	<i>Thuja plicata</i>	21.7	Dead	High	Snag	1
536	Western red cedar	<i>Thuja plicata</i>	22.2	Declining, decay	High	Remove	1
537	bigleaf maple	<i>Acer macrophyllum</i>	14.5	Cavity, insects	High	Snag	1
551	Grand fir	<i>Abies grandis</i>	19.2	Dead, conks	Moderate	Snag	1
552	Western hemlock	<i>Tsuga heterophylla</i>	10.5	Dead	Low	Remove	3
553	Douglas fir	<i>Pseudotsuga menziesii</i>	18.2	Dead, conks	Moderate	Remove	3
554	Douglas fir	<i>Pseudotsuga menziesii</i>	13.9	Dead, conks	Low	Snag	3
555	Douglas fir	<i>Pseudotsuga menziesii</i>	23.9	Dead	Low	Snag	3
556	bigleaf maple	<i>Acer macrophyllum</i>	30.8	Cavity, decay	Low	Remove	3
557	Grand fir	<i>Abies grandis</i>	20.6	Dead, conks	Low	Snag	3



ARBORIST MAP SYMBOL KEY:

255 TREE NUMBER

PRIORITY LEVEL

● LOW

● MODERATE

● HIGH

□ PARK

Tree #	Species	DBH (in)
501	Grand fir	27.7
502	Grand fir	30.8
503	Douglas fir	31.2
504	Western red cedar	31.7
505	Douglas fir	29.5
506	Western red cedar	19
507	Western red cedar	34.2
508	Western red cedar	21.2
509	Douglas fir	32.2
510	Western red cedar	26.9
511	Douglas fir	38.1
512	Douglas fir	6.8
513	Douglas fir	6.4
514	Douglas fir	39.9
515	Douglas fir	17.4
516	Douglas fir	13.1
517	Douglas fir	25.8
518	Douglas fir	38.4
519	Grand fir	38.3
520	Douglas fir	26.5
521	Douglas fir	11.5
522	Western red cedar	16.5
523	Western red cedar	18.5
524	Western red cedar	20
525	Western red cedar	25.2
526	Douglas fir	23.6
527	Douglas fir	32.1
528	Douglas fir	21.9
529	Douglas fir	14.7
530	Western red cedar	14.9
531	Grand fir	24
532	Western red cedar	14
534	Western red cedar	13.3
535	Western red cedar	21.7
536	Western red cedar	22.2
537	bigleaf maple	14.5
551	Grand fir	19.2
552	Western hemlock	10.5
553	Douglas fir	18.2
554	Douglas fir	13.9
555	Douglas fir	23.9
556	bigleaf maple	30.8
557	Grand fir	20.6



Tree Assessment Site Plan

Pioneer Park

Town of La Conner, WA

© UFS/BC May 2023
These documents have been prepared specifically for the above-named project. They are not suitable for use on other projects, or in other locations, and/or without the approval and participation of the Bartlett Tree Expert Company.



New Business

- 1) Resolution – Appointment to the Planning Commission – Holt**
- 2) Appointment of Mayor Pro-Tem (Carlson) – No Insert**

Town of La Conner



RESOLUTION NO.

A RESOLUTION CONSENTING TO THE MAYOR'S APPOINTMENT TO THE LA CONNER PLANNING COMMISSION

WHEREAS, LCMC 15.130.020 authorizes the Mayor to appoint citizens of La Conner to serve on the La Conner Planning Commission, and

WHEREAS, a vacancy on the Planning Commission has occurred, and the Mayor has appointed Sommer Holt to serve an unexpired term that will expire on December 31, 2025, and

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

NOW THEREFORE BE IT RESOLVED, the Town Council of the Town of La Conner consents and approves of the appointment of Sommer Holt to the Planning Commission for the Town of La Conner, consistent with the term of office defined above.

Approved by vote of the La Conner Town Council this 13th day of June, 2023.

TOWN OF LA CONNER, WASHINGTON

Ramon Hayes, Mayor

Approved as to form:

Scott Thomas, Town Attorney

ATTEST:

Maria DeGoede, Finance Director