



TOWN COUNCIL AGENDA

July 11, 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 June 27, 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. Agreement – Salmon Infrastructure Improvement (306 Center Street)
3. Jenson Property – Discussion
4. Resolution – Honoring UPS Driver Hector Soltero
5. Bid Recommendation – Pioneer Park Hazard Tree removal

VIII. NEW BUSINESS:

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/85817976188?pwd=dVBia1Z1Q0NUU0d5K3BneGJJamJRUT09>

Meeting ID: 858 1797 6188

Passcode: 140556

One tap mobile

Phone Number: 1-253-215-8782

Meeting ID: 858 1797 6188

Passcode: 140556

Find your local number: <https://us02web.zoom.us/u/kdzUmlTtO0>

Consent Agenda

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

Town of La Conner

Town Council Meeting
June 27, 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 Public Works Director Lease

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 requested the Planner not approve a building permit for the 306 Center Street Project and wanted confirmation the project will comply with the height restrictions.

Resident Linda Talman asked if a bird assessment and replacing trees was part of the tree removal project in Pioneer Park. She also reminded Council of the availability of DNR Grants.

Consent Agenda:

Approval of Agenda

Approval of the Minutes of the June 13, 2023 Council Meeting

Accounts Payable:	Checks 26158 - 26195	\$132,546.03
	Electronic Pmts.	<u>2018121 Excises Tax</u>
		<u>Total Accounts Payable</u>
		\$142,032.29
Payroll of June 20, 2023:	Checks 5734 - 5739	\$3,455.85
	Payroll Auto Tax Payment #2018120	\$7,637.74
	<u>Payroll Auto Deposit</u>	<u>\$22,828.90</u>
		Total Payroll
		\$33,922.49

Councilmember Dole moved to approve the Consent Agenda as presented. Motion seconded by Councilmember Taylor. Motion carried 5/0.

Mayor's Report:

Mayor Hayes invited two Councilmembers to the WWTP for the tour with Marna Hanneman and himself on Friday June 29th at 10am. Councilmembers Dole and Carlson accepted the invitation. He will also be attending the upcoming Growth Management Meeting.

Council Committee Reports:

Emergency Management Commission: Councilmember Dole reported they are working on setting the ecology blocks on the south end of Town, but need to confirm with the Upper Skagit Tribe on placing them on their side of the fence. The ecology blocks planned for the East side of the WWTP have to go through the County permit process that could take up to 18 months. The Commission is also planning a walk through with Public Works Director Lease to assess the North end of Town. The Commission decided to reduce their meetings to one a month; to be held on the fourth Tuesday of the month.

Parks Commission: Councilmember Wohleb reported the kiosks are repaired and setup in Town again.

Agreement – Berk Consulting:

Administrator Thomas explained this agreement will provide two facilitators who will attend the July 11th meeting for a SWAT Analysis and facilitate the July 24th retreat meeting. The cost is more than expected at \$11,000.

Councilmember Wohleb moved to approve the Mayor to sign the Agreement with Berk Consulting. Motion seconded by Councilmember Carlson. Motion carried 5/0.

Pioneer Park Tree Removal:

Public Works Director Lease explained the focus was on hazard trees that could cause harm along the trails. Next will be the bid process for removing them. He had considered replanting new trees, but that is not necessary with the new growth. It was the consensus of the Council to move forward. The topic of a bird analysis will be discussed by staff.

Fish Slide:

At the last Council meeting, Council decided to remove the Fish Slide due to the structural issues and ongoing costs. Parks Commissioner Iversen asked Council to give the community the opportunity to try to save the slide. It was the consensus of the Council to give the Community the opportunity to save the slide with the understanding all costs are covered through fundraising.

Mayor Hayes noted the upcoming costs Council will be discussing at the retreat will include critical decisions on public safety and rising costs of projects and wages.

There being no further business the meeting ended at 6:54 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 July 11, 2023 have been received and that;

Checks Numbered:	26196 - 26244	\$102,340.45
Auto Payments:	2018127 – Invoice Cloud	\$153.80
	2018128 – US Bank	\$263.48

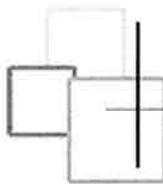
Are approved for a total payment of \$102,757.73 this 11th day of July 2023.

Mark A. DeJode
Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember



Voucher Directory

Fiscal: : 2023 - July

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

Vendor	Number	Reference	Account Number	Description	Amount
Active911 Inc.	26196			2023 - July - 1st Council Meeting	
		Invoice - 499658			
			Alerting Subscription		
			001-000-522-20-49-00	Dues & Subscriptions	\$374.68
		Total Invoice - 499658			\$374.68
	Total 26196				\$374.68
	Total Active911 Inc.				\$374.68
Andrea's House Cleaning Services	26197			2023 - July - 1st Council Meeting	
		Invoice - 2024-623			
			Town Hall/Sheriff Cleaning		
			001-000-518-30-48-01	Building Repair & Maintenance	\$350.00
		Total Invoice - 2024-623			\$350.00
	Total 26197				\$350.00
	Total Andrea's House Cleaning Services				\$350.00
Arne Svendsen Trucking, Inc.	26198			2023 - July - 1st Council Meeting	
		Invoice - 59859			
			Utility Sand		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$406.51
		Total Invoice - 59859			\$406.51
	Total 26198				\$406.51
	Total Arne Svendsen Trucking, Inc.				\$406.51
Badger Meter, Inc.	26199			2023 - July - 1st Council Meeting	
		Invoice - 80130088			
			Meter Reading Hosting		
			401-000-534-80-41-00	Professional Services	\$48.80
			Hosting Serv Unit		
		Total Invoice - 80130088			\$48.80
	Total 26199				\$48.80
	Total Badger Meter, Inc.				\$48.80

Vendor	Number	Reference	Account Number	Description	Amount
Budget Towing	26200			2023 - July - 1st Council Meeting	
		Invoice - #23-46926		PW Truck Tow for Repairs	
			005-000-543-10-48-02	Vehicle Repair & Maintenance	\$242.06
		Total Invoice - #23-46926			\$242.06
	Total 26200				\$242.06
Total Budget Towing					\$242.06
Builders Alliance	26201			2023 - July - 1st Council Meeting	
		Invoice - 993485		Concrete Mix	
			005-000-543-10-48-00	Repair & Maintenance	\$352.38
		Total Invoice - 993485			\$352.38
	Total 26201				\$352.38
Total Builders Alliance					\$352.38
C. Johnson Construction, Inc.	26202			2023 - July - 1st Council Meeting	
		Invoice - 5178		WWTP Vactor Leak Repair	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$777.95
		Total Invoice - 5178			\$777.95
	Total 26202				\$777.95
Total C. Johnson Construction, Inc.					\$777.95
Central Welding Supply	26203			2023 - July - 1st Council Meeting	
		Invoice - AN93028		Oxygen USP	
			001-000-522-20-31-02	Medical Supplies	\$43.11
		Total Invoice - AN93028			\$43.11
	Total 26203				\$43.11
Total Central Welding Supply					\$43.11
ChargePoint, Inc.	26204			2023 - July - 1st Council Meeting	
		Invoice - #IN200498		Payment Station Parts/Maint.	
			005-000-543-10-48-00	Repair & Maintenance	\$1,629.02
		Total Invoice - #IN200498			\$1,629.02
	Total 26204				\$1,629.02
Total ChargePoint, Inc.					\$1,629.02

Vendor	Number	Reference	Account Number	Description	Amount
Copiers Northwest					
	26205			2023 - July - 1st Council Meeting	
		Invoice - INV2664751			
		Copies			
		001-000-518-30-31-00		Office & Operating Supplies	\$65.64
		70			
		401-000-534-80-31-00		Office & Operating Supplies	\$14.07
		15			
		409-000-535-80-31-00		Office & Operating Supplies	\$14.07
		15			
		Total Invoice - INV2664751			\$93.78
	Total 26205				\$93.78
Total Copiers Northwest					\$93.78
Dalco Inc.					
	26206			2023 - July - 1st Council Meeting	
		Invoice - 41312			
		Hose Assembly			
		409-000-535-80-48-01		Plant Repair & Maintenance	\$261.11
		Total Invoice - 41312			\$261.11
	Total 26206				\$261.11
Total Dalco Inc.					\$261.11
Debbie Blair					
	26207			2023 - July - 1st Council Meeting	
		Invoice - BlairGCDepRef6/16/23			
		Blair Garden Club Dep Ref 6/16/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$315.00
		Total Invoice - BlairGCDepRef6/16/23			\$315.00
	Total 26207				\$315.00
Total Debbie Blair					\$315.00
Edge Analytical					
	26208			2023 - July - 1st Council Meeting	
		Invoice - 23-16417			
		Influent/Effluent Testing			
		409-000-535-80-48-05		Materials/Testing	\$220.00
		Sewer Testing			
		Total Invoice - 23-16417			\$220.00
		Invoice - 23-17455			
		Effluent/Influent Testing			
		409-000-535-80-48-05		Materials/Testing	\$558.00
		Sewer Testing			
		Total Invoice - 23-17455			\$558.00

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 23-17515			
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$185.00
				Compost Testing Biosolids	
		Total Invoice - 23-17515			\$185.00
		Invoice - 23-17518			
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$1,168.50
				Compost Testing Biosolids	
		Total Invoice - 23-17518			\$1,168.50
		Invoice - 23-17526			
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$94.50
				Compost Testing Biosolids	
		Total Invoice - 23-17526			\$94.50
		Invoice - 23-18294			
		Effluent/Influent Testing			
		409-000-535-80-48-05		Materials/Testing	\$367.50
				Sewer Testing	
		Total Invoice - 23-18294			\$367.50
		Total 26208			\$2,593.50
		Total Edge Analytical			\$2,593.50
Elizabeth Hailey	26209			2023 - July - 1st Council Meeting	
		Invoice - HaileyGCDepRef6/25/23			
		Hailey Garden Club Dep Ref 6/25/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - HaileyGCDepRef6/25/23			\$215.00
		Total 26209			\$215.00
		Total Elizabeth Hailey			\$215.00
Environmental Resource Associates	26210			2023 - July - 1st Council Meeting	
		Invoice - 043631			
		PH Demand			
		409-000-535-80-31-02		Lab Supplies	\$353.89
		Total Invoice - 043631			\$353.89
		Total 26210			\$353.89
		Total Environmental Resource Associates			\$353.89

Vendor	Number	Reference	Account Number	Description	Amount
ESO Solutions Inc.					
	26211			2023 - July - 1st Council Meeting	
		Invoice - ESO-114403			
		NFIRS			
		001-000-522-20-42-00		Communications	\$86.58
		Total Invoice - ESO-114403			\$86.58
	Total 26211				\$86.58
Total ESO Solutions Inc.					\$86.58
Fastenal Company					
	26212			2023 - July - 1st Council Meeting	
		Invoice - WAANA149896			
		Wipers			
		409-000-535-80-31-00		Office & Operating Supplies	\$328.04
		Total Invoice - WAANA149896			\$328.04
	Total 26212				\$328.04
Total Fastenal Company					\$328.04
General Pacific Inc					
	26213			2023 - July - 1st Council Meeting	
		Invoice - 1468547			
		Water Meters & Transmitters			
		401-000-534-80-48-00		Repair & Maintenance	\$8,214.50
		Total Invoice - 1468547			\$8,214.50
	Total 26213				\$8,214.50
Total General Pacific Inc					\$8,214.50
Grainger					
	26214			2023 - July - 1st Council Meeting	
		Invoice - 9717500335			
		Cold Patch			
		409-000-535-80-48-01		Plant Repair & Maintenance	\$144.66
		Total Invoice - 9717500335			\$144.66
		Invoice - 9741575576			
		Hydrant Wall Key			
		409-000-535-80-48-01		Plant Repair & Maintenance	\$15.37
		Total Invoice - 9741575576			\$15.37
		Invoice - 9742657555			
		Ballpoint Pens			
		409-000-535-80-31-00		Office & Operating Supplies	\$14.60
		409-000-535-80-31-02		Lab Supplies	\$14.59
		Total Invoice - 9742657555			\$29.19

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 9749970019			
		Orange Windsock			
		412-000-554-90-48-01		Building Repair & Maintenance	\$108.83
		Total Invoice - 9749970019			\$108.83
	Total 26214				\$298.05
Total Grainger					\$298.05
Ideal Rent-All					
	26215			2023 - July - 1st Council Meeting	
		Invoice - 604118P-1			
		Moore Clark Fencing			
		005-000-543-10-48-00		Repair & Maintenance	\$78.34
				Moore Clark Fence Rental	
		Total Invoice - 604118P-1			\$78.34
	Total 26215				\$78.34
Total Ideal Rent-All					\$78.34
Invoice Cloud					
	2018127			2023 - July - 1st Council Meeting	
		Invoice - 1022-2023-6			
		Credit Card Processing Fees			
		001-000-514-23-41-03		Bank Service Charges	\$153.80
		Total Invoice - 1022-2023-6			\$153.80
	Total 2018127				\$153.80
Total Invoice Cloud					\$153.80
Isomedia.com					
	26216			2023 - July - 1st Council Meeting	
		Invoice - 13514-19870			
		PW DSL			
		401-000-534-80-42-00		Communications	\$23.00
		Total Invoice - 13514-19870			\$23.00
	Total 26216				\$23.00
Total Isomedia.com					\$23.00
Jan Findlay					
	26217			2023 - July - 1st Council Meeting	
		Invoice - FindlayPPDepRef6/25/23			
		Findlay Pioneer Park Dep Ref 6/25/23			
		002-000-582-10-00-00		Park Deposit Refund	\$100.00
		Total Invoice - FindlayPPDepRef6/25/23			\$100.00
	Total 26217				\$100.00
Total Jan Findlay					\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
Jessica Vanessa Roladain Dominguez	26218			2023 - July - 1st Council Meeting	
		Invoice - RoladainGCDepRev6/15/23			
		Rolandain Garden Club Dep Ref 6/15/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - RoladainGCDepRev6/15/23			\$215.00
		Total 26218			\$215.00
Total Jessica Vanessa Roladain Dominguez					\$215.00
La Conner Weekly News	26219			2023 - July - 1st Council Meeting	
		Invoice - 9060			
		4th of July Event Ad			
		001-000-571-00-40-00		4th of July Fireworks/Event	\$360.00
		Total Invoice - 9060			\$360.00
		Invoice - 9070			
		Final Deter. of NonSig - Adult Businesses			
		001-000-558-60-44-00		Advertising	\$154.50
		Total Invoice - 9070			\$154.50
		Total 26219			\$514.50
Total La Conner Weekly News					\$514.50
Les Schwab Tire Center	26220			2023 - July - 1st Council Meeting	
		Invoice - 43400099402			
		John Deere Front Loader Tire Repair			
		412-000-554-90-48-06		Compost Machinery/Equip	\$369.90
		Total Invoice - 43400099402			\$369.90
		Total 26220			\$369.90
Total Les Schwab Tire Center					\$369.90
Magnus Marketing	26221			2023 - July - 1st Council Meeting	
		Invoice - MagnusMHDepRef6/25/23			
		Maple Hall Dep Ref 6/25/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$397.50
		Total Invoice - MagnusMHDepRef6/25/23			\$397.50
		Total 26221			\$397.50
Total Magnus Marketing					\$397.50

Vendor	Number	Reference	Account Number	Description	Amount
Mckenzie Clark					
	26222			2023 - July - 1st Council Meeting	
		Invoice - ClarkCleaningRef5/31/23			
		Clark - Refund for Double Pmt of School Cleaning 5/31/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$50.00
		Total Invoice - ClarkCleaningRef5/31/23			\$50.00
	Total 26222				\$50.00
Total Mckenzie Clark					\$50.00
Merri C. Metcalfe					
	26223			2023 - July - 1st Council Meeting	
		Invoice - MetcalfeMHDepRef7/1/23			
		Metcalfe Maple Hall Dep Ref 7/1/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$850.00
		Total Invoice - MetcalfeMHDepRef7/1/23			\$850.00
		Invoice - MetcalfePPDepRef7/1/23			
		Metcalfe Pioneer Park Dep Ref 7/1/23			
		002-000-582-10-00-00		Park Deposit Refund	\$100.00
		Total Invoice - MetcalfePPDepRef7/1/23			\$100.00
	Total 26223				\$950.00
Total Merri C. Metcalfe					\$950.00
Michael Davolio, AICP					
	26224			2023 - July - 1st Council Meeting	
		Invoice - #29-2023			
		June 2023 Planning Charges			
		001-000-558-60-41-00		Professional Services - Planner	\$8,100.00
		Total Invoice - #29-2023			\$8,100.00
	Total 26224				\$8,100.00
Total Michael Davolio, AICP					\$8,100.00
Michelle Sybrandy					
	26225			2023 - July - 1st Council Meeting	
		Invoice - SybrandyMHCcancel9/4/23			
		Sybrandy Maple Hall Cancelation 9/4/23			
		003-000-575-50-45-73		Facilities Rental Cancellation	\$125.00
		Total Invoice - SybrandyMHCcancel9/4/23			\$125.00
	Total 26225				\$125.00
Total Michelle Sybrandy					\$125.00

Vendor	Number	Reference	Account Number	Description	Amount
Nelson Petroleum					
	26226			2023 - July - 1st Council Meeting	
		Invoice - 0837493-IN			
		WWTP Fuel			
		412-000-554-90-32-00		Fuel	\$2,398.22
		Total Invoice - 0837493-IN			\$2,398.22
	Total 26226				\$2,398.22
Total Nelson Petroleum					\$2,398.22
North Hills Resources					
	26227			2023 - July - 1st Council Meeting	
		Invoice - 36150			
		Pile Grinding			
		412-000-554-90-41-07		Pile Grinding	\$10,968.60
		Total Invoice - 36150			\$10,968.60
		Invoice - 36194			
		Wood Chips			
		412-000-554-90-48-05		Compost Testing/Materials	\$1,086.00
		Total Invoice - 36194			\$1,086.00
		Invoice - 36197			
		Wood Chips			
		412-000-554-90-48-05		Compost Testing/Materials	\$1,086.00
		Total Invoice - 36197			\$1,086.00
	Total 26227				\$13,140.60
Total North Hills Resources					\$13,140.60
NorthWest Parking Equipment Co					
	26228			2023 - July - 1st Council Meeting	
		Invoice - NWPk3rdQtrMaint			
		3rd Qtr Parking/Moorage/Launch Lot Pmt Station Fees			
		002-000-576-80-41-00		Professional Services	\$610.87
		Payment Stations 50%			
		005-000-542-65-48-00		Repair & Maintenance	\$610.88
		Payment Stations 50%			
		Total Invoice - NWPk3rdQtrMaint			\$1,221.75
	Total 26228				\$1,221.75
Total NorthWest Parking Equipment Co					\$1,221.75
NP Information Systems					
	26229			2023 - July - 1st Council Meeting	
		Invoice - 183150			
		Phones			
		001-000-518-30-42-00		Communications	\$340.44
		Town Hall 70%			
		001-000-522-20-42-00		Communications	\$48.63
		Fire Dept. 10%			

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-534-80-42-00	Communications	\$48.63
			Public Works 10%		
			409-000-535-80-42-00	Communications	\$48.63
			WWTP 10%		
		Total Invoice - 183150			\$486.33
	Total 26229				\$486.33
Total NP Information Systems					\$486.33
Nuvia Cruz-Estrada					
	26230			2023 - July - 1st Council Meeting	
		Invoice - CruzGCDepRef6/24/23			
		Cruz Garden Club Dep Ref 6/24/23			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$238.75
		Total Invoice - CruzGCDepRef6/24/23			\$238.75
	Total 26230				\$238.75
Total Nuvia Cruz-Estrada					\$238.75
Pape' Machinery Exchange					
	26231			2023 - July - 1st Council Meeting	
		Invoice - 14492826			
		Cutting Edge			
		412-000-554-90-48-06		Compost Machinery/Equip	\$110.27
		Total Invoice - 14492826			\$110.27
		Invoice - 14508393			
		Cutting Edge			
		412-000-554-90-48-06		Compost Machinery/Equip	\$33.51
		Total Invoice - 14508393			\$33.51
		Invoice - 14508909			
		Cutting Edge			
		412-000-554-90-48-06		Compost Machinery/Equip	\$257.04
		Total Invoice - 14508909			\$257.04
		Invoice - 14512128-Credit			
		Credit on Return Parts			
		412-000-554-90-48-06		Compost Machinery/Equip	(\$448.19)
		Total Invoice - 14512128-Credit			(\$448.19)
		Invoice - 2429467			
		Repair Hydraulic Leak Hose			
		412-000-554-90-48-06		Compost Machinery/Equip	\$979.76
		Total Invoice - 2429467			\$979.76
	Total 26231				\$932.39
Total Pape' Machinery Exchange					\$932.39

Vendor	Number	Reference	Account Number	Description	Amount
Port of Skagit Co.					
	26232			2023 - July - 1st Council Meeting	
		Invoice - POSJuly2023			
			Public Works Lease		
			002-000-576-80-45-00	Rents & Leases - Short Term	\$244.59
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$244.60
			10% PW Lease		
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$244.60
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$978.40
			40% PW Lease		
			403-000-531-38-45-00	Rents & Leases - Short Term	\$733.80
			30% PW Lease		
		Total Invoice - POSJuly2023			\$2,445.99
	Total 26232				\$2,445.99
Total Port of Skagit Co.					\$2,445.99
Puget Sound Energy					
	26233			2023 - July - 1st Council Meeting	
		Invoice - PSEJuly2023			
			Utility - Electric		
			403-000-531-38-47-00	Public Utility Service	\$46.88
			102 S 6th St - Drainage Pump		
		Total Invoice - PSEJuly2023			\$46.88
	Total 26233				\$46.88
Total Puget Sound Energy					\$46.88
Reisner Distributor, Inc.					
	26234			2023 - July - 1st Council Meeting	
		Invoice - CL63205			
			Fire Dept./Code Enf. Fuel		
			001-000-521-70-32-00	Fuel	\$34.30
			Code Enf.		
			001-000-522-20-32-00	Fuel	\$287.17
			Fire Dept.		
		Total Invoice - CL63205			\$321.47
		Invoice - CL63206			
			PW Fuel		
			401-000-534-80-32-00	Fuel	\$1,031.69
			Public Works		
		Total Invoice - CL63206			\$1,031.69
	Total 26234				\$1,353.16
Total Reisner Distributor, Inc.					\$1,353.16

Vendor	Number	Reference	Account Number	Description	Amount
Simply Yards	26235			2023 - July - 1st Council Meeting	
		Invoice - 57846		Landscape Maint.	
			002-000-576-80-48-03	System Repair & Maintenance	\$4,181.10
		Total Invoice - 57846			\$4,181.10
	Total 26235				\$4,181.10
Total Simply Yards					\$4,181.10
Skagit County Fire District 13	26236			2023 - July - 1st Council Meeting	
		Invoice - 263		Shared Cost for June 10, 2023 Live Burn	
			001-000-522-20-49-02	Training & Meetings	\$255.55
		Total Invoice - 263			\$255.55
	Total 26236				\$255.55
Total Skagit County Fire District 13					\$255.55
Skagit County Sheriff Office	26237			2023 - July - 1st Council Meeting	
		Invoice - SkCoJailTaxJune2023		June 2023 Jail Tax	
			631-000-589-40-00-00	Special Use Tax - County Jail	\$4,733.02
				Special Use Tax - County Jail	
		Total Invoice - SkCoJailTaxJune2023			\$4,733.02
	Total 26237				\$4,733.02
Total Skagit County Sheriff Office					\$4,733.02
Town of La Conner	26238			2023 - July - 1st Council Meeting	
		Invoice - TOLJune2023WtrChgs		June 2023 Water Charges	
			001-000-518-30-47-00	Public Utility Services	\$184.25
			204 Douglas - Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$270.13
			Fire Hall - 12142 Chilberg		
			002-000-576-80-47-00	Public Utility Services	\$130.29
			Pioneer Park		
			002-000-576-80-47-00	Public Utility Services	\$43.80
			Flag Pole/Monument		
			002-000-576-80-47-00	Public Utility Services	\$97.90
			1st Street Merchant Park		
			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	\$43.80
			Benton Street Stairs		

Vendor	Number	Reference	Account Number	Description	Amount
			002-000-576-80-47-00	Public Utility Services	\$101.35
				Washington Street 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	\$45.35
				Waterfront Park Irrigation #1	
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$314.50
				108 Commercial - Maple Hall	
			003-000-575-50-47-02	Public Utility Services-GC	\$215.20
				622 South 2nd St - GC	
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$249.32
				304 Morris St Restroom	
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$362.45
				613 South First St Restroom	
			401-000-534-80-47-00	Public Utility Services	\$106.40
				PW Washpad - 12142 Chilberg	
			401-000-534-80-47-00	Public Utility Services	\$112.07
				604 Third St N - PW Office	
			409-000-535-80-47-00	Public Utility Services	\$640.10
				WWTP Belt Filter Press	
			409-000-535-80-47-00	Public Utility Services	\$214.78
				WWTP Hydrant	
			409-000-535-80-47-00	Public Utility Services	\$388.92
				WWTP - 12154 Chilberg Road	
			409-000-535-80-47-00	Public Utility Services	\$70.85
				Dunlap Street Pump	
			Total Invoice - TOLJune2023WtrChgs		\$3,706.17
Total 26238					\$3,706.17
Total Town of La Conner					\$3,706.17

United Site Services	26239	2023 - July - 1st Council Meeting		
		Invoice - INV-01816442		
		Port a Potty - PW		
		002-000-576-80-41-00	Professional Services	\$215.44
		Total Invoice - INV-01816442		\$215.44
		Invoice - INV-01816493		
		Port a Potty - John Hammer Park		
		002-000-576-80-41-00	Professional Services	\$201.75
		Total Invoice - INV-01816493		\$201.75

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - INV-01816643			
		Port a Potty - Waterfront Park			
		002-000-576-80-41-00		Professional Services	\$213.25
		Total Invoice - INV-01816643			\$213.25
	Total 26239				\$630.44
Total United Site Services					\$630.44
Urban Forestry Services					
	26240			2023 - July - 1st Council Meeting	
		Invoice - 2023-928			
		Resistance Drilling on Tree 519 (TRA Pioneer Park)			
		002-000-576-80-41-00		Professional Services	\$188.28
		Total Invoice - 2023-928			\$188.28
	Total 26240				\$188.28
Total Urban Forestry Services					\$188.28
US Bank-Parking Meter Fees				2023 - July - 1st Council Meeting	
	2018128			Invoice - USBnkJune2023	
		Payment Station Credit Card Processing Fees			
		002-000-576-80-41-00		Professional Services	\$131.74
		Moorage/Launch Processing Fees			
		005-000-542-65-48-00		Repair & Maintenance	\$131.74
		Parking Lot Processing Fees			
		Total Invoice - USBnkJune2023			\$263.48
	Total 2018128				\$263.48
Total US Bank-Parking Meter Fees					\$263.48
Utilities Underground Locate					
	26241			2023 - July - 1st Council Meeting	
		Invoice - 3060728			
		Underground Locates			
		401-000-534-80-41-00		Professional Services	\$11.61
		Notifications			
		Total Invoice - 3060728			\$11.61
	Total 26241				\$11.61
Total Utilities Underground Locate					\$11.61
Ven Tek International					
	26242			2023 - July - 1st Council Meeting	
		Invoice - 138948			
		Payment Station Fees			
		002-000-576-80-41-00		Professional Services	\$203.62

Vendor	Number	Reference	Account Number	Description	Amount
			005-000-542-65-48-00	Repair & Maintenance	\$203.63
		Total Invoice - 138948			\$407.25
Total 26242					\$407.25
Total Ven Tek International					\$407.25
Waste Management of Skagit					
26243					
		2023 - July - 1st Council Meeting			
		Invoice - 2502160-0043-1			
		Sewer Plant Garbage/Recycle			
		409-000-535-80-47-00	Public Utility Services		\$650.00
		WWTP			
		Total Invoice - 2502160-0043-1			\$650.00
		Invoice - 2502341-0043-7			
		Town Hall/Sheriff Garbage/Recycle			
		001-000-518-30-47-00	Public Utility Services		\$416.66
		Town Hall/Sheriff			
		Total Invoice - 2502341-0043-7			\$416.66
		Invoice - 2503016-0043-4			
		Public Works Garbage			
		005-000-543-50-48-04	Refuse Disposal		\$707.84
		Public Works			
		Total Invoice - 2503016-0043-4			\$707.84
		Invoice - 2503393-0043-7			
		Fire Dept. Garbage			
		001-000-522-20-47-00	Public Utility Services		\$48.97
		Fire Dept.			
		Total Invoice - 2503393-0043-7			\$48.97
Total 26243					\$1,823.47
Total Waste Management of Skagit					\$1,823.47
Water-Wasterwater Services					
26244					
		2023 - July - 1st Council Meeting			
		Invoice - 57345			
		June 2023 WWTP Charges			
		409-000-535-80-41-03	Plant Operator		\$18,483.25
		Sewer Plant Operations			
		409-000-535-80-48-01	Plant Repair & Maintenance		\$460.66
		Reimbursables			
		412-000-554-90-41-05	Compost Operator		\$17,288.38

Vendor	Number	Reference	Account Number	Description	Amount
				Compost Operations	
		Total Invoice - 57345			\$36,232.29
	Total 26244				\$36,232.29
Total Water-Wasterwater Services					\$36,232.29
Grand Total		Vendor Count	51		\$102,757.73



Town of La Conner

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

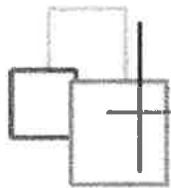
Payroll checks numbered 5740 through 5747	\$4,054.06
Auto Payments:	
AWC Benefit Trust #2018122	\$13,646.08
Deferred Comp #2018123	\$2,241.00
PERS Retirement #2018124	\$10,780.28
Teamsters Benefit #2018125	\$10,459.20
Auto Payroll Taxes #2018126	\$9,128.73
Payroll auto deposit	\$29,261.37

are approved for a total payment of \$79,570.72 this 11th day of July, 2023.

Councilmember – Finance Committee

Councilmember – Finance Committee

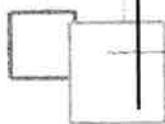
Councilmember



Register

Number	Name	Fiscal Description	Cleared	Amount
<u>5740</u>	Dept of Labor & Industry	2023 - July - 1st Council Meeting		\$2,640.18
<u>5741</u>	Employment Security	2023 - July - 1st Council Meeting		\$100.63
<u>5742</u>	Employment Security Dept. Paid Family & Medical Leave	2023 - July - 1st Council Meeting		\$214.39
<u>5743</u>	Empower Annuity Ins. Co of America	2023 - July - 1st Council Meeting		\$75.00
<u>5744</u>	North Coast Credit Union	2023 - July - 1st Council Meeting		\$150.00
<u>5745</u>	Teamsters Local No. 231	2023 - July - 1st Council Meeting		\$257.50
<u>5746</u>	Wa Cares Act LTC	2023 - July - 1st Council Meeting		\$146.26
<u>5747</u>	Washington State Support Registry	2023 - July - 1st Council Meeting		\$470.10
<u>2018122</u>	AWC Employee Benefit Trust	2023 - July - 1st Council Meeting		\$13,646.08
<u>2018123</u>	Dept of Retirement - Def Comp	2023 - July - 1st Council Meeting		\$2,241.00
<u>2018124</u>	Dept of Retirement Systems	2023 - July - 1st Council Meeting		\$10,780.28
<u>2018125</u>	WA Teamsters Welfare Trust	2023 - July - 1st Council Meeting		\$10,459.20
<u>2018126</u>	Washington Federal	2023 - July - 1st Council Meeting		\$9,128.73
<u>Direct Deposit Run -</u>	Payroll Vendor	2023 - July - 1st Council Meeting		\$29,261.37
<u>6/30/2023</u>				\$79,570.72

Register Activity



Detail	Payroll ID	Posting Reference	Detail
Direct Deposit Run - 6/30/2023	Payroll Vendor	2023 - July - 1st Council Meeting	\$29,261.37
Avery, Adam W	ACH Pay - 6482	Posting Run - 6/29/2023 12:06:37 PM	\$357.90
Avery, Annie L	ACH Pay - 6483	Posting Run - 6/29/2023 12:06:37 PM	\$293.66
Baker, Natalie J	ACH Pay - 6484	Posting Run - 6/29/2023 12:06:37 PM	\$495.56
Banaszak, Sam E	ACH Pay - 6485	Posting Run - 6/29/2023 12:06:37 PM	\$1,099.24
Carlson III, Ivan J	ACH Pay - 6500	Posting Run - 6/29/2023 12:06:37 PM	\$110.12
Carlson, Ivan J	ACH Pay - 6501	Posting Run - 6/30/2023 9:52:05 AM	\$136.51
Chamberlain, MaryLee S	ACH Pay - 6502	Posting Run - 6/30/2023 9:52:05 AM	\$136.51
Dole, Richard L	ACH Pay - 6503	Posting Run - 6/30/2023 9:52:05 AM	\$101.51
Eills, Ajah G	ACH Pay - 6504	Posting Run - 6/30/2023 9:52:05 AM	\$1,669.73
Finley, Spencer D	ACH Pay - 6486	Posting Run - 6/29/2023 12:06:37 PM	\$36.71
Hillard, Margaret A	ACH Pay - 6506	Posting Run - 6/30/2023 9:52:05 AM	\$575.41
James, Wilbert M	ACH Pay - 6487	Posting Run - 6/29/2023 12:06:37 PM	\$229.42
Jungquist, Kenneth	ACH Pay - 6488	Posting Run - 6/29/2023 12:06:37 PM	\$55.06
Kerley-DeGoede, Maria A	ACH Pay - 6507	Posting Run - 6/30/2023 9:52:05 AM	\$2,177.41
Lease, Brian	ACH Pay - 6508	Posting Run - 6/30/2023 9:52:05 AM	\$2,851.99
Lovejoy, Lynne	ACH Pay - 6509	Posting Run - 6/30/2023 9:52:05 AM	\$691.05
McKnight, Chris R	ACH Pay - 6489	Posting Run - 6/29/2023 12:06:37 PM	\$27.53
Mesman, Benjamin F	ACH Pay - 6490	Posting Run - 6/29/2023 12:06:37 PM	\$385.43
Mitchell, Anthony J	ACH Pay - 6491	Posting Run - 6/29/2023 12:06:37 PM	\$100.94
Mitchell, Clemens J.	ACH Pay - 6492	Posting Run - 6/29/2023 12:06:37 PM	\$770.87
Moore, Andrea L	ACH Pay - 6510	Posting Run - 6/30/2023 9:52:05 AM	\$1,743.21
Palaniuk, Kevin R	ACH Pay - 6511	Posting Run - 6/30/2023 9:52:05 AM	\$2,190.79
Park, Todd W	ACH Pay - 6512	Posting Run - 6/30/2023 9:52:05 AM	\$2,211.74
Pena-Ayon, Manuel A	ACH Pay - 6513	Posting Run - 6/30/2023 9:52:05 AM	\$1,097.53
Poulson, Peyton L	ACH Pay - 6493	Posting Run - 6/29/2023 12:06:37 PM	\$91.77
Reinstra, Aaron E.	ACH Pay - 6494	Posting Run - 6/29/2023 12:06:37 PM	\$1,050.53
Reinstra, Aaron M.	ACH Pay - 6514	Posting Run - 6/30/2023 9:52:05 AM	\$1,841.44
Schinman, Karl A	ACH Pay - 6495	Posting Run - 6/29/2023 12:06:37 PM	\$27.53
Schmidt, Hayden J	ACH Pay - 6496	Posting Run - 6/29/2023 12:06:37 PM	\$137.65
Sherman, Albert R	ACH Pay - 6515	Posting Run - 6/30/2023 9:52:05 AM	\$1,954.13
Silva, Jake A	ACH Pay - 6497	Posting Run - 6/29/2023 12:06:37 PM	\$27.53
Smith, Christopher	ACH Pay - 6516	Posting Run - 6/30/2023 9:52:05 AM	\$1,281.08
Smith, Christopher L	ACH Pay - 6498	Posting Run - 6/29/2023 12:06:37 PM	\$100.94
Taylor, Anne M	ACH Pay - 6517	Posting Run - 6/30/2023 9:52:05 AM	\$136.51
Thomas, Scott G	ACH Pay - 6518	Posting Run - 6/30/2023 9:52:05 AM	\$2,884.04
Thulen, Wylie J	ACH Pay - 6499	Posting Run - 6/29/2023 12:06:37 PM	\$45.88

Reference	Posting Reference	Detail Amount
Direct Deposit Run - 6/30/2023 Wohleb, Mary M	Payroll Vendor ACH Pay - 6519 2023 - July - 1st Council Meeting Posting Run - 6/30/2023 9:52:05 AM	\$29,261.37 \$136.51 \$29,261.37

Reports

1) Revenue/Expenditure Report

2) Department Head Reports

TOWN OF LA CONNER
Monthly Treasurer's Report
2nd Quarter 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	567,989	49%	1,461,327	578,573	40%
002	Park & Port	208,703	129,856	62%	345,749	102,606	30%
003	Facilities	316,873	69,695	22%	376,211	103,796	28%
004	Public Art	3,121	1,312	42%	2,000	1,121	56%
005	Streets	227,100	144,997	64%	287,001	139,704	49%
123	Hotel Motel	133,190	76,217	57%	255,261	30,444	12%
214	Fire Hall Bond	49,232	23,029	47%	39,125	7,494	19%
303	Flood Control	65	329	506%	500	-	0%
304	REET 1	36,093	16,858	47%	80,500	-	0%
305	REET 2	36,093	16,879	47%	500	-	0%
401	Water	1,169,088	604,050	52%	1,234,554	613,913	50%
403	Storm Drainage	339,400	202,438	60%	802,892	217,633	27%
409	Sewer	948,061	454,448	48%	1,093,917	309,771	28%
412	Sewer Compost	1,090,598	639,483	59%	1,197,253	352,121	29%
TOTALS		5,724,322	2,947,580	51%	7,176,790	2,457,175	34%

Investments:

TVI Bond - 912833-LQ-1	242,972.50
Pacific/Premier Bank CD	254,341.75
TVI Bond - 912833LFS	246,383.00
Banner Bank CD	150,375.99
LGIP	60,950.30
	955,023.54

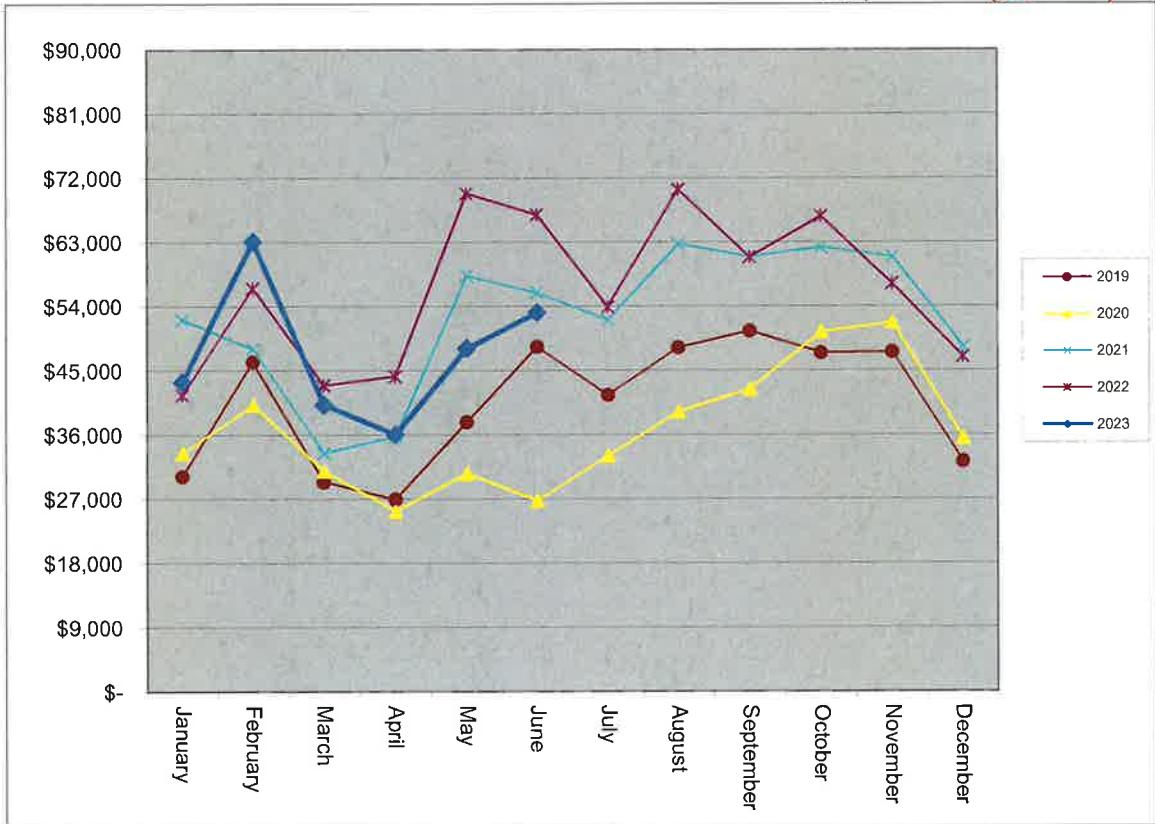
Town of La Conner

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	53,129.86
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	283,899.63
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	283,899.63
Annual Monthly Avg	40,546.60	36,630.51	52,569.38	56,493.56	23,658.30
Amount needed to meet budget:					325,281.37

46.60%

2022 255,121.42 (28,778.21) Diff

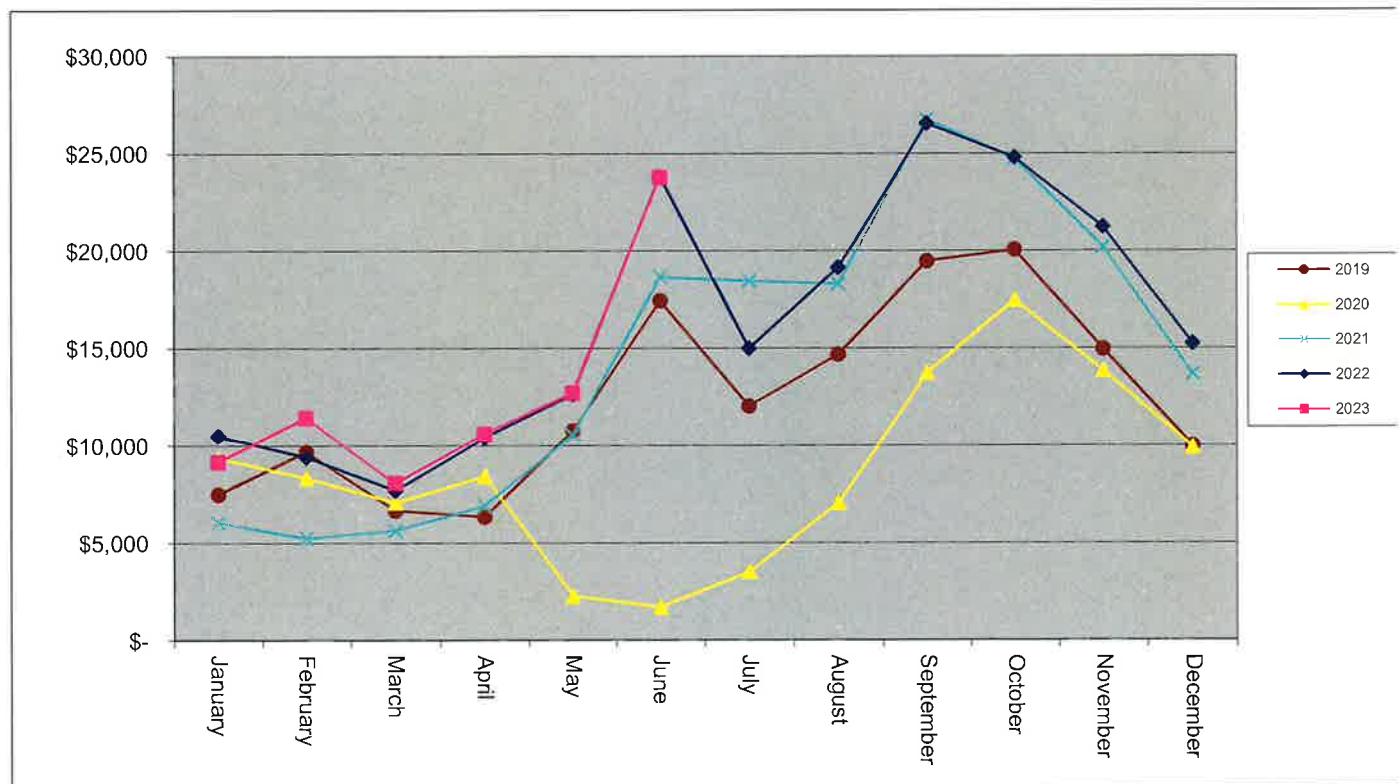


Town of La Conner

Annual Hotel/Motel Receipts

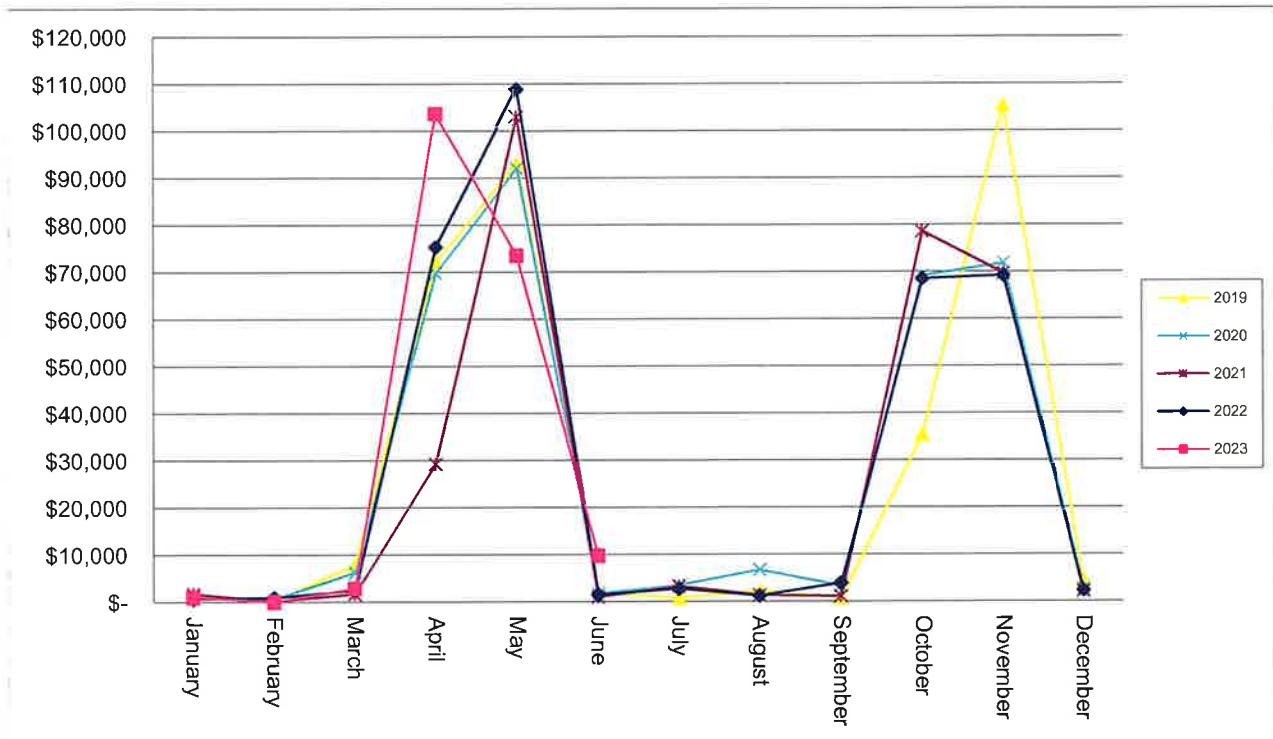
Month	2019	2020	2021	2022	2023
January	7,497.66	9,363.38	6,025.96	10,500.64	9,175.12
February	9,690.49	8,348.90	5,235.46	9,409.26	11,438.50
March	6,671.37	7,077.20	5,622.06	7,698.52	8,082.72
April	6,345.27	8,431.24	6,895.04	10,399.52	10,591.94
May	10,750.73	2,279.94	10,542.90	12,633.28	12,700.56
June	17,435.97	1,715.92	18,643.56	23,829.20	23,784.50
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	75,773.34
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	75,773.34
Monthly Average	12,463.42	8,564.99	14,583.34	16,367.07	6,314.45
Amount needed to meet budget:					57,266.66

56.96%



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	9,809.06
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	190,891.51
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	190,891.51
Monthly Avg	27,138.38	27,400.10	24,421.49	28,144.81	15,907.63
Amount needed to meet budget:					162,079.49
54.08%					

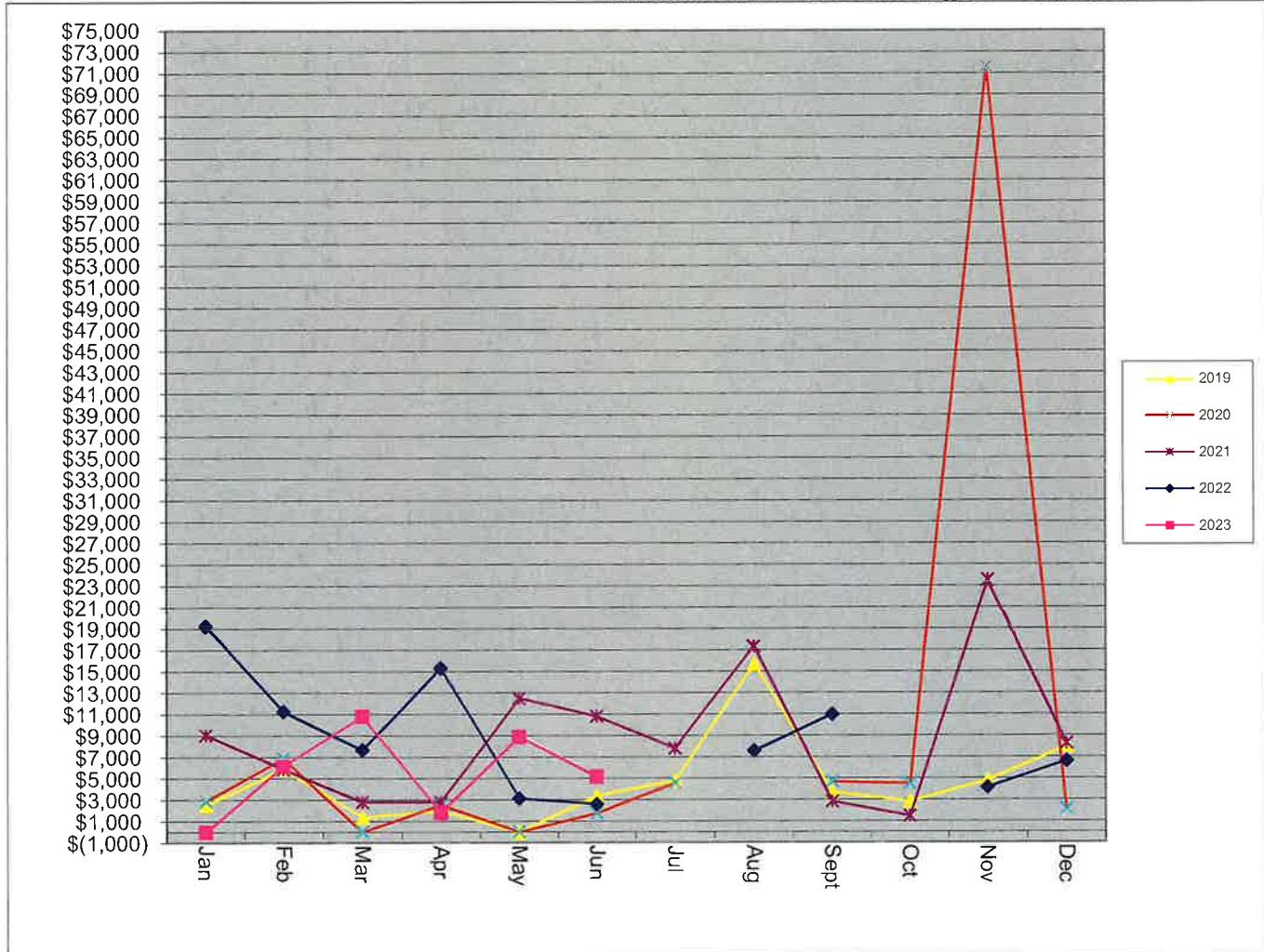


Town of La Conner
Annual REET

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	5,164.50
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	32,899.39

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	32,899.39
Monthly Average	4,586.71	8,463.46	8,756.31	7,371.58	2,741.62

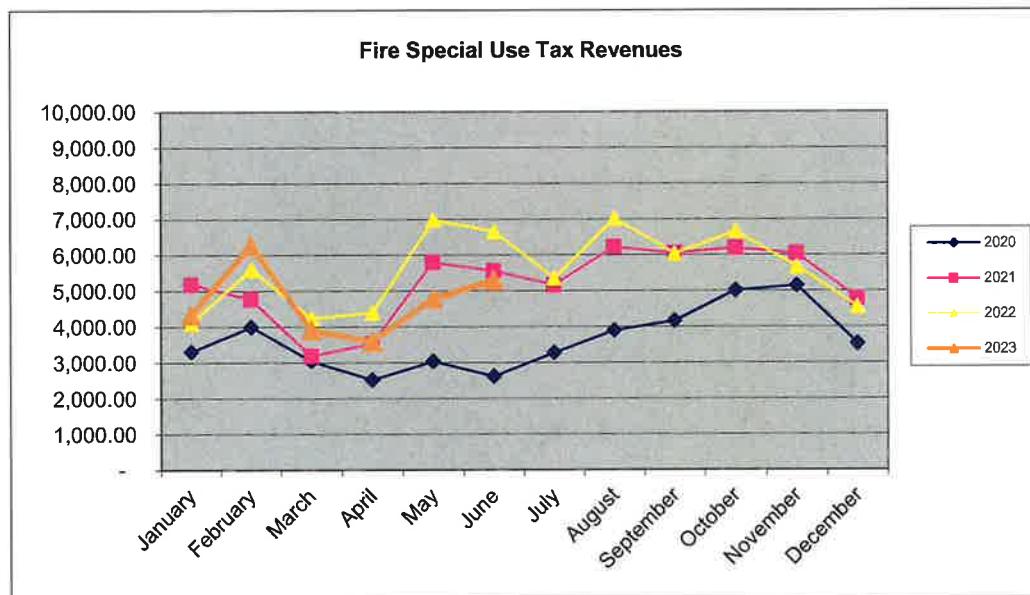
Amount needed to meet budget: 39,100.61



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	5,297.25	
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	28,223.59	56.45%
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	28,223.59	
Monthly Avg	3,628.20	5,215.73	5,609.25	2,351.97	

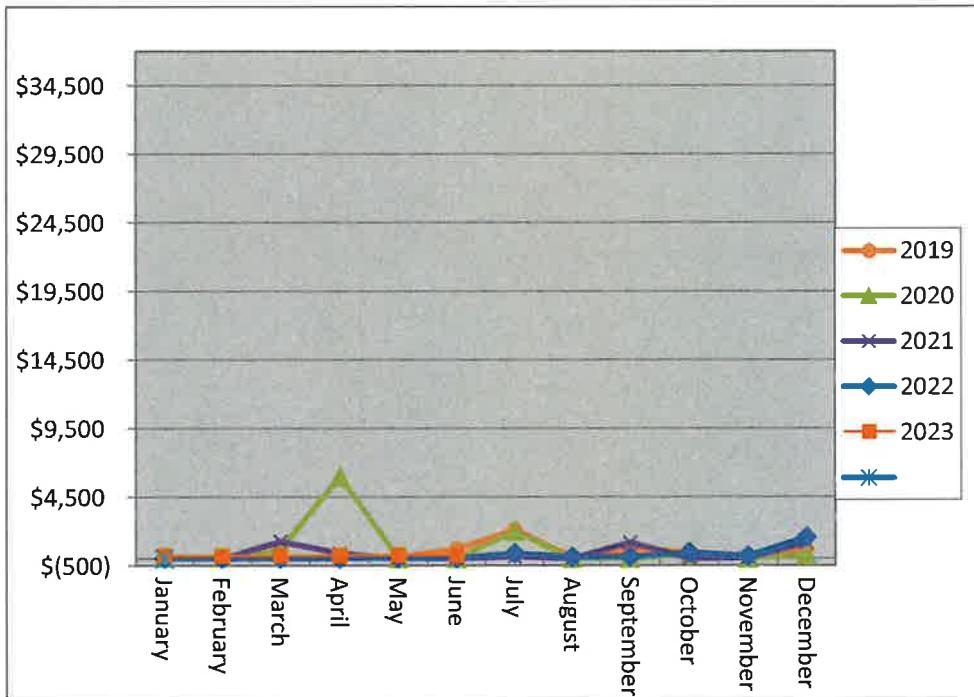
Amount needed to meet budget: **21,776.41**



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	259.37	
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	1,442.92	28.41%
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	1,442.92	
Monthly Average	459.24	785.87	354.69	243.34	120.24	
Amount needed to meet budget:						3,636.08





TOWN OF LA CONNER

Monthly Planner's Report

June 2023

NEW APPLICATIONS ACCEPTED:

Land Use

- LU23-15RM 1200 South 4th Street Pioneer Park, new antenna installation from Verizon Wireless
- LU23-16HDR-ADMIN 106 South First Street, new hot dog stand as part of Raven's Cup
- LU23-17RM 526 Myrtle Street, roof reshingle
- LU23-19R 333 Washington Ave, rezone application
- LU23-HDR-ADMIN 502 High Street, tree limbing permit for tree in HPD

Building Permit

- BP23-25ROW, permit for fence donation (donation not completed)
- BP23-26B-F Snapdragon Park Triplet, building permit for new triplex
- BP23-27B-F Snapdragon Hill Triplet, building permit for new triplex

Misc. Permit

- LU23-18 Peddlers Permit for Tres Berries
- Pre-application request from Habitat for Humanity related to three single-family homes
- Pre-Application request from Port of Skagit to remove USTs.

Planning Commission:

The Planning Commission met on June 6 and June 20. On June 6, staff introduced potential short-term rental regulations for discussion. On June 20, staff introduced a rezone application, and presented part one of a report on recent legislative actions.

Hearing Examiner:

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

Comprehensive Plan Update:

This month, town staff took MRSC provided training focused on the housing section update in order to ensure compliance with all aspects of the GMA, and continued to review recently passed bills for impacts. Town staff met with the Senior Center on June 20th to speak about the Comprehensive Plan update and to hear the views of seniors in the La Conner community. In addition, June saw the completion of a parking study designed to help update the transportation element, and the final presentation from Western Washington University students about integrating climate elements to La Conner's Comprehensive Plan. In July, staff expect to do a deep dive into the housing element, beginning with an inventory of the existing housing policies

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 inquires 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

June – 2023

Water:

- Completed Lead and Copper testing for selected residential homes. This testing is done every three years.
- Replaced three residential meter setters with proper shutoff valves.
- Replaced a fire hydrant at First and Washington that was damaged by a vehicle.
- We have started replacing old water meters. 120 meters are scheduled to be replaced this year.
- Water System Plan Update. The project is moving along slowly and is very time consuming. Only two chapters out of ten have been returned for my review.

Drainage:

- Sixth Street Storm Pump Station; communication warranty replacement equipment recently replaced did not work. Patiently waiting for tech support to resolve.
- Annual inspection and cleaning of the storm drain collection system is under way. This task will take 8 weeks to complete.

Streets:

- Zippy has submitted four Right-of-Way permits to install new fiber infrastructure throughout the entire town to serve every property. I requested a meeting that took place June 7th voicing my concerns of the proposed, abandoned old infrastructure (low hanging wires) and unfinished projects. Apparently we do not have a current franchise agreement. I have not signed off on the permits.
- Traffic calming speed cushions; Talbot Street speed cushion installed. Center Street is scheduled for mid-July.
- Minor asphalt and gravel pothole repairs.

Park and Port:

- Pioneer Park Tree Assessment; arborist report attached, I will be collecting bids for the hazard tree recommendations.
- Salmon Slide; I will be monitoring the new volunteer group for progress.
- Emergency Management Commission; ongoing flood information to the commission.

Facilities:

- Fire Hall Roof, currently getting bids for roof maintenance replacing fasteners and penetration seals.
- 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 HAVC engineer onboard to assist with design/bid specifications. There are concerns with possible costly electrical upgrades at Maple Hall.

Other:

- Zippy Fiber Review.
- Projects; 213 Calhoun remodel, 931 Maple Improvements, 306 Center multifamily, 303 Center 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

Fire Chief / Code Enforcement Report

Jun-23

Alarms: 32 Emergency Calls **Ave # Responders:** 3.2

Calendar: 7-Jun-23 Bussiness
14-Jun Burn House
21-Jun Debriefing
28-Jun S.C.B.A

Events: Pride Parade
Field Day LC Grade School
Senior Parade

Enforcement Notes: Fishing Fleet
Noise Complaint
Non-Permit work

Aaron Reinstra
Fire Chief/Code enforcement
Town of La Conner



Town of La Conner

Honorable Mayor and Town Council

Monthly Report of Wastewater Treatment Plant Operations & Maintenance

Month: June 2023

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

See attached spreadsheet for WWTP data.

Locates

- There were ten (10) locates in June with no issues.

Call Outs-Emergencies

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

System Maintenance

- Grinded yard waste pile.
- Repaired broken reuse water line.
- Bayside on site to jet sewer lines on 1st, 2nd, and Morris Street.
- Bayside removed the grit out of digesters 1 & 2 and the influent wet well.

Process Changes

- Drained, cleaned, and refilled clarifier #1, it will remain offline for the summer.

Miscellaneous

- Clarifier #1 needs upgrade.
- Radio remote control for the compost mixer has week signal.
- Both wasting pumps down.
- Gave a tour to the town dignitaries including the mayor to be.

Compost Sales:

Wholesale

0 yards were sold in June— 87 yards year to date.

Retail Sales

688 yards were sold in June— 4,469 yards year to date.

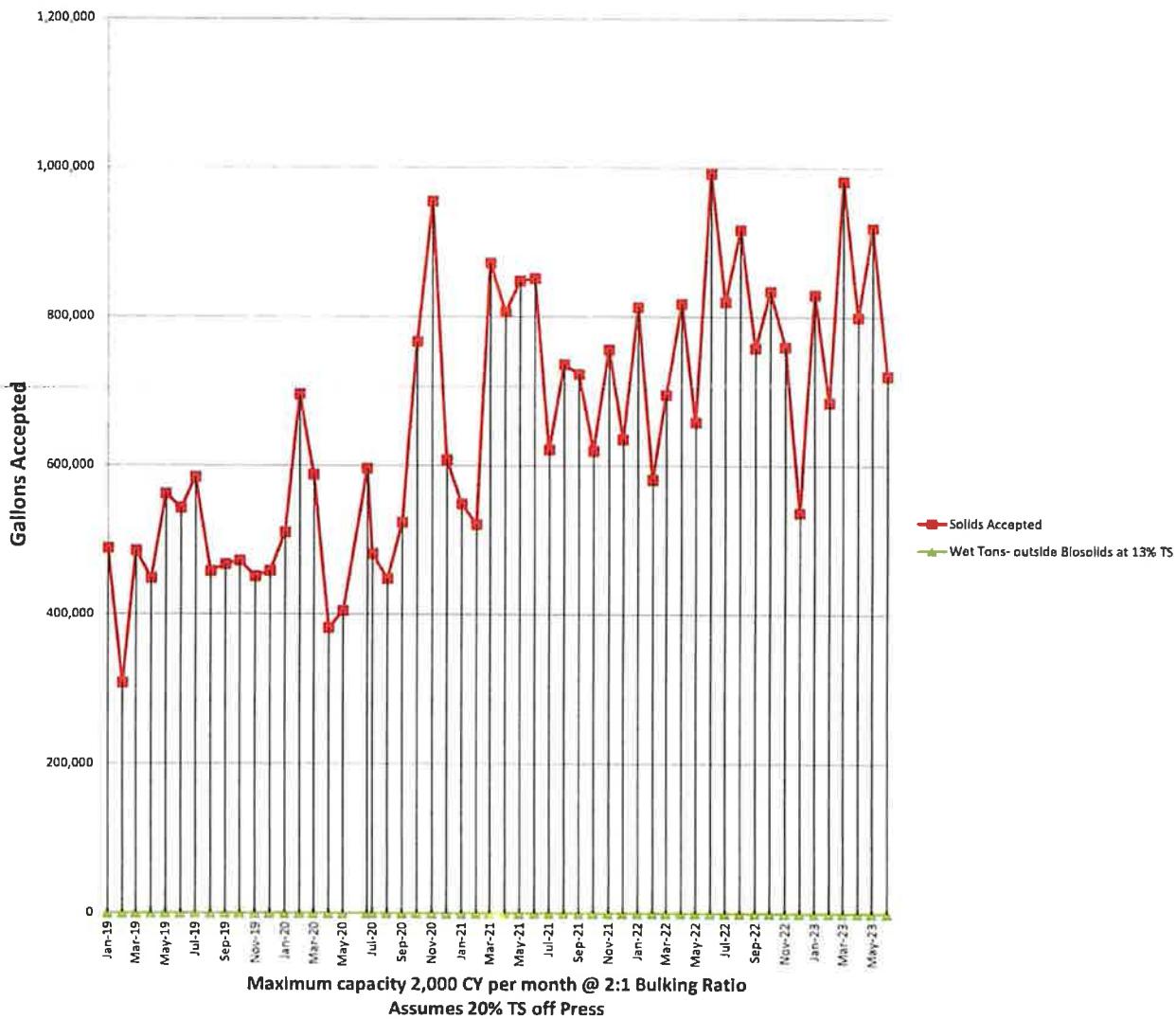
In June 2023, the Town received in 698 yards of retail and wholesale compost for a total of \$6,197.00.

Metered Flow:

Influent:	<u>7,620,000 Gallons</u>
Tribal:	<u>1,858,718 Gallons</u>
Hydrant:	<u>500 Gallons</u>
Belt Press:	<u>1,006,197 Gallons</u>
Reuse Water:	<u>510,038 Gallons</u>

<u>LaConner Wastewater Treatment Plant</u> <u>Monthly Data 2023</u>										
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	8,773,000	283,000	317,000	8,840,000	1%	1,124,169	904,807	20%	0	0
Jun-23	7,620,000	254,000	295,000	10,310,000	27%	912,242	1,188,452	24%	0	0
means UP means DOWN										

LaConner Wastewater Treatment Plant Monthly Data 2019- Present



Revised
Tc

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 received 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:

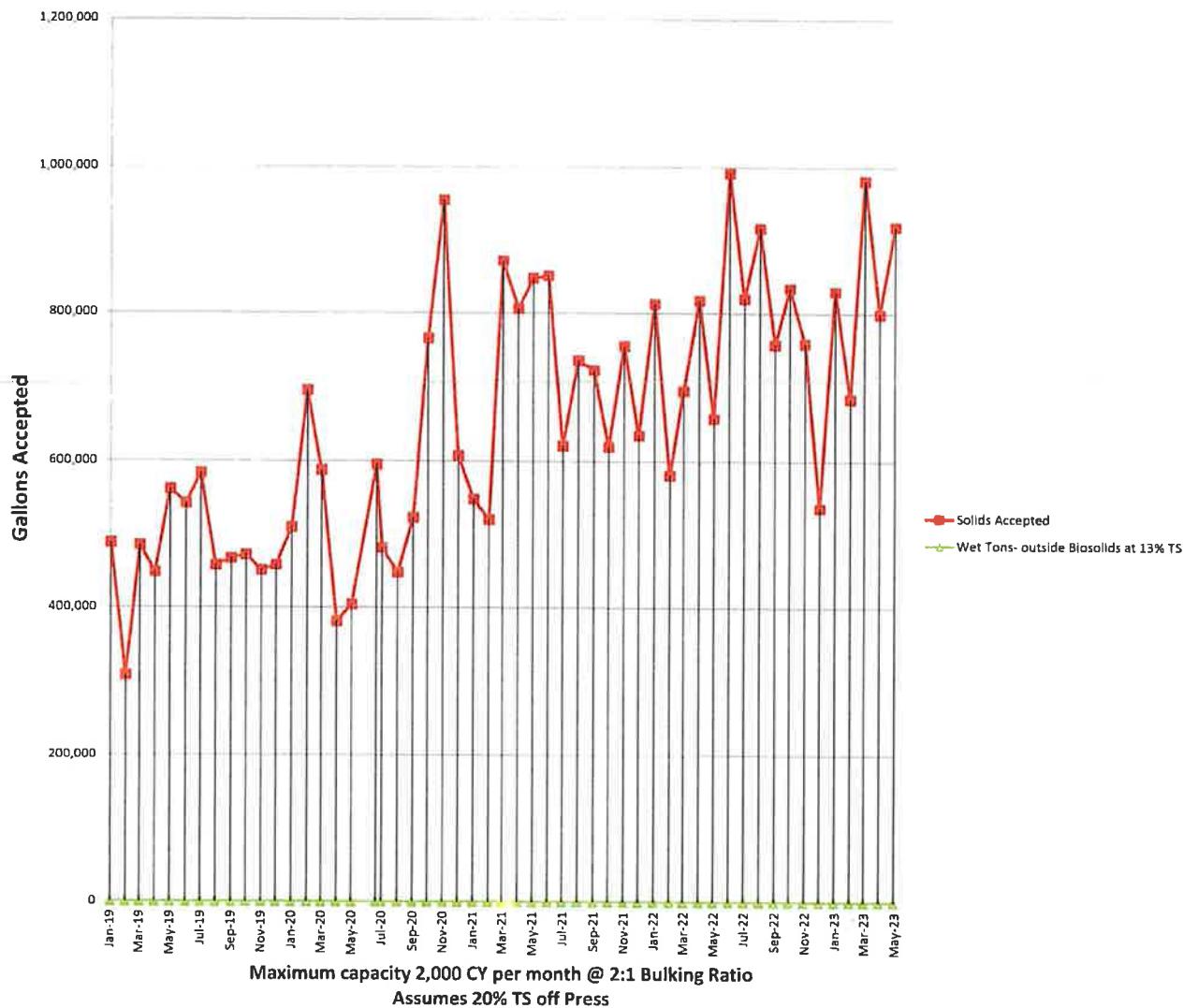
Influent:	<u>8,773,000 Gallons</u>
Tribal:	<u>2,293,415 Gallons</u>
Hydrant:	<u>8,060 Gallons</u>
Belt Press:	<u>1,208,085 Gallons</u>
Reuse Water:	<u>367,963 Gallons</u>

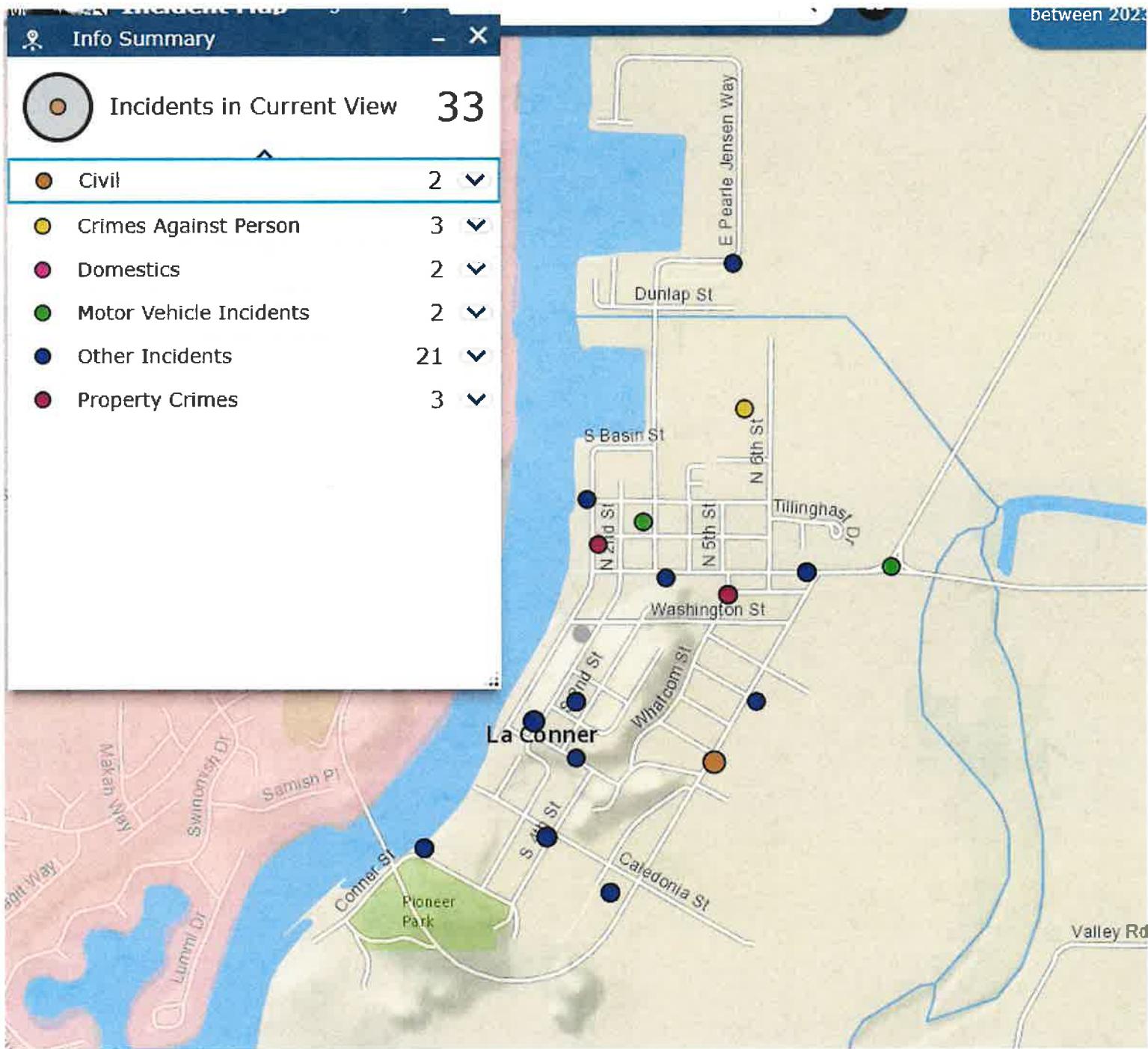
Revised - TC

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	8,773,000	283,000	317,000	8,840,000	1%	1,124,169	904,807	20%	0	0

means UP
 means DOWN

LaConner Wastewater Treatment Plant Monthly Data 2019- Present





Agency	TimeDate	CaseNumber	NatureDesc
SCSO	6/2/2023, 12:40 PM	23-07054	Suspicious Circumstances
SCSO	6/2/2023, 6:42 PM	23-07072	Custodial Interference
SCSO	6/4/2023, 10:01 PM	23-07191	Vehicle Theft
SCSO	6/7/2023, 3:41 AM	23-07328	Suspicious Circumstances
SCSO	6/7/2023, 6:48 AM	23-07334	Property Theft
SCSO	6/7/2023, 3:06 PM	23-07360	Assault
SCSO	6/9/2023, 9:40 AM	23-07443	Welfare Check
SCSO	6/9/2023, 8:23 PM	23-07483	Domestic Violence
SCSO	6/11/2023, 3:34 PM	23-07557	Agency Assistance
SCSO	6/11/2023, 10:51 PM	23-07583	Fireworks Violation
SCSO	6/13/2023, 9:31 AM	23-07662	Removal Of Person
SCSO	6/13/2023, 1:29 PM	23-07678	Vehicle Accident
SCSO	6/13/2023, 10:20 PM	23-07708	Suspicious Circumstances
SCSO	6/14/2023, 7:08 PM	23-07745	Disorderly Conduct
SCSO	6/15/2023, 8:04 PM	23-07809	Juvenile Problem
SCSO	6/16/2023, 8:39 AM	23-07822	Welfare Check
SCSO	6/17/2023, 10:35 AM	23-07883	Alarm
SCSO	6/18/2023, 3:34 PM	23-07944	Animal Problem
SCSO	6/18/2023, 4:22 PM	23-07949	Welfare Check
SCSO	6/19/2023, 4:32 PM	23-08004	Suspicious Circumstances
SCSO	6/23/2023, 12:36 PM	23-08188	Alarm
SCSO	6/23/2023, 1:16 PM	23-08195	Found Property
SCSO	6/23/2023, 7:53 PM	23-08213	Domestic Violence
SCSO	6/24/2023, 2:49 PM	23-08232	Vagrancy
SCSO	6/24/2023, 5:07 PM	23-08238	Animal Problem
SCSO	6/24/2023, 11:53 PM	23-08259	Welfare Check
SCSO	6/25/2023, 11:55 AM	23-08274	Vehicle Theft
SCSO	6/25/2023, 2:21 PM	23-08281	Traffic Enforcement
SCSO	6/26/2023, 11:30 AM	23-08317	Alarm
SCSO	6/27/2023, 7:15 PM	23-08388	Civil Problem
SCSO	6/29/2023, 9:00 AM	23-08479	Violation Of Court Order
SCSO	6/29/2023, 7:08 PM	23-08516	Suspicious Circumstances
SCSO	6/30/2023, 4:59 PM	23-08569	Animal Problem

HOURS 80 IN TOWN
 471 IN ZONE

Unfinished Business

- 1) Center Street Project – Discussion – No Insert**
- 2) Agreement – Talmon Infrastructure Improvement
(306 Center Street)**
- 3) Jenson Property – Discussion – No Insert**
- 4) Resolution – Honoring UPS Driver Hector Soltero**
- 5) Bid Recommendation – Pioneer Park Hazard Tree
Removal – No Insert**

**Agreement – Talmon Infrastructure
Improvement (306 Center Street)**



June 21, 2023

Brandon Atkinson
KSA Investments
16559 Country Club Drive
Burlington, WA 98233

via email: brandon.kate.atkinson@gmail.com

RE: Town of La Conner Developer Packet – The Salmon

Dear Mr. Atkinson,

On behalf of the Town of La Conner (TOLC), we have completed review of your Application for Infrastructure Improvements for the subject project. Consistent with the TOLC Infrastructure Improvements Project Manual, this letter and its attachments comprise the Developer Packet.

Please note: engineering review associated with this Developer Packet is related to public utilities, roadways and facilities **only** and engineering approval associated with this Developer Packet does **not** constitute approval of the development as a whole. Engineering approval associated with this Developer Packet approves the utilities and facilities that *serve* the development.

To proceed, please sign and return the Infrastructure Improvement Agreement enclosed with the 1st half of the Project Deposit (\$12,554.00). The Project Deposit is calculated as shown in the Project Deposit Table below.

PROJECT DEPOSIT TABLE					
Type	Unit Price	Unit	Quantity	Subtotal	Notes
TOLC Engineering Consultant	**	**	**	\$ 19,905	**Refer to Project Fee Estimate (DEA, Inc. 6/20/23)
TOLC Public Works	\$ 62.56	Per hour	40	\$ 2,502	Site Inspection & Coordination
TOLC Administration	15%	*Total cost	1	\$ 2,700	*Total cost is TOLC Public Works subtotal and TOLC Engineering Consultant Subtotal less Task 3 and Reproduction and Materials
Total				\$ 25,108	Fee is split into two 50% payments

The following permits and reviews are anticipated to be required for the subject project:

1. TOLC Right of Way Permit

Town of La Conner Developer Packet – The Salmon

2. TOLC Fill and Grade Permit
3. Water Meter Installation Permit
4. Side Sewer Connection Permit

Storm sewer improvements were not shown in the information provided. Storm sewer reviews are not included in the review costs provided herein. Additional reviews and permits may be required; final permit requirements to be determined upon construction plan development and review.

It is assumed that SEPA review was already conducted as part of the original development application and has therefore been excluded from costs herein. If SEPA review is required, additional fees may apply.

Water and sewer connection permits shall be applied for as part of the building permitting for individual lots. Water and sewer associated fees will be collected at the time of building permitting, less the Sewer Isolation Fee which shall be paid prior to sewer main construction authorization. Stormwater fees shall be paid prior to developer extension (DE) project acceptance.

The subject project's developer extension associated fees are shown in the Developer Extension Preliminary Fee Estimate Table below.

PRELIMINARY FEE ESTIMATE TABLE				
Type	Amount	Due	Note	
Infrastructure Improvements Application Fee	\$ 1,500.00	w/ application	Paid at application	
Project Deposit	\$ 25,108.00	w/ signed Agreement	See Project Deposit Table	
Performance Bond	** TBD **	prior to Construction Authorization	Bond amount = 110% of approved construction estimate.	
Sewer Isolation Deposit	\$ 1,000.00	prior to Construction Authorization	Refundable at project completion	
Stormwater System Development Fee	\$ 3,040.00	prior to Project Acceptance	See Stormwater System Fee Table	
Total:	\$ 30,648.00			

Attached separately is a copy of the Developer Extension Checklist which further clarifies the steps, actions and responsibilities for the Developer, the Town and the Town's Consultants.

Town of La Conner Developer Packet – The Talmon

The subject project's stormwater system associated fees are shown in the Stormwater System Fee Estimate Table below. Future improvements will require payment of a stormwater fee for impervious surface exceeding 2,100 SF per lot. Calculation of the Impervious Surface Over 2,100 SF per Lot Quantity includes roof area at the eaves, driveways and patios on private property.

STORMWATER SYSTEM FEE TABLE				
Type	Unit Price	Unit	Quantity	Subtotal
Lot Impervious Allowance - First 2,100 SF	\$ 525	Per lot	4	\$ 2,100
Roadway Impervious Surface	\$ 0.25	Per square foot of impervious	3760	\$ 940.00
Total				\$ 3,040

In addition to the Developer Extension fees, the subject project's General Facilities Charges are shown in the Table below to provide the Developer a better understanding of the total project cost. Please note that this cost does not include the building permit specific charges that are handled separately. There is insufficient data to fully encapsulate costs. For example, one meter is shown on the provided plans and a size was assumed. Meter count and sizing may be revised prior to approval resulting in varying charges than what is shown below.

GFC Charges and Project Summary				
Type	Amount		Est. Total	Note
Developer Extension (incl. Storm General Facilities Charge)			\$ 30,648.00	See Preliminary Fee Table
Water Meter Activation	1	\$ 7,010	\$ 7,010.00	Estimate based on assumed 2" meter. To be revised upon review of codes and Fire Marshal requirements.
	ERU			
Water General Facilities Charge	19	\$ 1,010.00	\$ 19,190.00	
Sewer General Facilities Charge	19	\$ 2,432.00	\$ 46,208.00	
Total:			\$ 102,966.00	Estimated Amount

The TOLC and its consultants will perform the following scope associated with the subject project:

Town of La Conner Developer Packet – The Talmon

1. Preliminary Review - The TOLC and its consultants have completed a preliminary review of the Application for Infrastructure Improvements and its attachments
2. Developer Extension Agreement Setup - Prepare and provide to the developer this Developer Packet.
3. Water and Wastewater Construction Plans - Review water main and wastewater main construction plans in accordance with TOLC Infrastructure Improvements Project Manual.
4. Stormwater Design Review - Review developer-submitted stormwater plans for compliance with TOLC Infrastructure Improvements Project Manual.
5. Grading and Surfacing Review - Review developer-submitted grading and surfacing plans for compliance with TOLC Infrastructure Improvements Project Manual.
6. Temporary Erosion and Sediment Control Review - Review developer-submitted TESC plans for compliance with TOLC Infrastructure Improvements Project Manual.
7. Developer Extension Management - Coordinate with the developer and maintain project files.
8. Contractor Review - Review the developer's proposed contractor for compliance with the TOLC Infrastructure Improvements Project Manual.
9. Preconstruction Meeting and Submittal Review - attend developer-coordinated preconstruction meeting and review proposed material submittals for compliance with the TOLC Infrastructure Improvements Project Manual.
10. Site Inspection - perform on-site observations during construction operations for compliance with the TOLC Infrastructure Improvements Project Manual.
11. Post-Construction Punchlist - perform review of completed developer extension elements for compliance with TOLC Infrastructure Improvements Project Manual.
12. Record Drawings - revise water and sewer design drawings for as-built conditions and review developer-provided revised construction drawings for as-built conditions. File final record drawings.
13. Acceptance and Closeout - prepare and administer project acceptance and closeout documentation and processes.

If you have any questions regarding these or require additional information, please contact us.

Sincerely,

DAVID EVANS AND ASSOCIATES, INC.



Evan Henke
Senior Project Manager

Encl: Infrastructure Improvement Agreement (9 pages)
Engineering Fee Estimate (1 page)
Infrastructure Improvement Project Checklist (3 pages)

cc: TOLC Public Works
TOLC Planning

Town of La Conner
Skagit County, Washington

INFRASTRUCTURE IMPROVEMENTS AGREEMENT

Public Utilities and Roads

The undersigned, this 30th day of July, 2023, hereinafter referred to as "Developer", hereby makes application to the Town of La Conner in Skagit County, Washington, hereinafter referred to as "Town", for permission to construct and install infrastructure improvements in the public right-of-way and/or within easements which are subject to the control of the Town, and to connect to the Town's stormwater collection, water distribution, roadway, and/or wastewater collection system, and makes the following representation and agreements, to-wit:

1. LOCATION AND IMPROVEMENTS

The proposed infrastructure improvements will be installed in roads and/or easements and/or on other approved rights-of-way and shall be for the use and benefit of the property hereinafter legally described as follows:

Legal Description of Property:

Lot D of survey recorded on June 14, 2021, under auditor's file no. 202106140182, being described as follows:

THE EAST 3 FEET OF LOT 2 AND ALL OF LOTS 3,6, AND 7 BLOCK 9, CALHOUN'S ADDITION TO THE TOWN OF LACONNER, AS PER PLAT RECORDED IN VOLUME 1 OF PLATS, PAGE 14, RECORDS OF SKAGIT COUNTY, WASHINGTON. SURVEY AF#200904210003.

2. DESCRIPTION OF INFRASTRUCTURE IMPROVEMENTS AND OWNERSHIP

The proposed improvements will consist of approximately;

200 lineal feet of sewer pipe,
0 lineal feet of storm pipe,
310 lineal feet of water pipe,
500 lineal feet of roadway improvements,

and appurtenances and shall be installed in accordance with plans and specifications approved by the Town, and in accordance with the standards and conditions for constructing extensions to the Town's utility and street system, the terms and conditions of which are attached hereto and made a part hereof.

Developer represents, guarantees, and warrants that it is the owner of said project as above described in Section No. 1.

3. FEES AND CHARGES

A. Project Deposit: All costs incurred by the Town on this project shall be borne by the Developer. The Developer shall deposit funds in an amount that shall be determined by the Town after review of the application. The funds shall be in payment for the costs to be incurred by the Town including, but not limited to, inspection, engineering, legal, financial, or other services performed by or for the Town relating to this project. The Developer shall be responsible for the payment of all actual costs incurred by the Town before the project is accepted by the Town. The funds shall be paid to the Town in compensation for the following work:

1. Preparation or review of utility and road system plans and specifications.
2. Construction inspection.
3. Communications regarding the Town requirements.
4. Review of as-built drawings.

B. Administrative Fee: In addition to the costs described in Section 3.A., a fee of 15 percent* of all costs described under Section 3 will be charged to cover the Town's administrative costs, including recording fees, and shall be paid to the Town prior to acceptance.

*The 15 percent fee does not apply to design costs in the case where the Town's Engineer performs the design work.

C. The remaining project deposit may be retained for one year after final acceptance, at which time all the unexpended fees will be returned to the Developer. This deposit will be used for warranty inspection and final acceptance procedures.

D. Sewer System Isolation Deposit: Prior to starting sewer construction, a \$1,000 system isolation deposit shall be paid to the Town. The isolation device shall be in place and inspected by the Town prior to the start of construction. It shall remain in place and be functional during construction and shall not be removed without the authorization of the Town. If the above stipulations are not adhered to, the \$1,000 deposit shall be forfeited.

4. PAYMENT - SECURITY OF FEES

The Project Deposit described in Item 3 above shall be paid by the Developer to the Town as follows:

- A. One-half (1/2) of the fee at the time the Agreement is made.
- B. The remaining one-half (1/2) of the fee will be paid before construction begins.

- C. Final costs not covered by the original fee shall be paid before the infrastructure improvements are accepted by the Town.
- D. Any unpaid charges detailed herein shall be and become a lien on the property described in Paragraph 1 hereof.

5. ENGINEERING SUBMITTALS

The submittals shall be made in accordance with the Infrastructure Improvements Project Manual.

6. DESIGN AND CONSTRUCTION

The design and construction of the utilities and roads shall be subject to standards of design and construction set forth in the Town's *Infrastructure Improvements Project Manual*, the Town's "Uniform Development Code," the referenced standards in those documents, and as interpreted by the Town's Engineer.

7. EVIDENCE OF INSURANCE

(a) Developer and Developer's contractor shall assume responsibility for securing and maintaining, during the life of this Contract, public liability insurance for bodily injury and property damage liability including, without limitation, coverage for explosion, blasting, collapse and destruction of underground utilities (X.C.U.), and contingent liability, including product and contemplated operations and blanket contractual liability, which insurance shall protect Developer, the Town of La Conner and the Town of La Conner's engineers in the amounts specified in Sections (b)(1) and (b)(2) below and as specified in Section 00700-15 of the Developer Project Manual. Coverage shall also be obtained for environmental damage during the construction and the guarantee period, unless the Town of La Conner waives this coverage on account of Developer's inability to purchase same. Developer or contractor shall have the Town of La Conner and Town of La Conner engineers specifically added as additional named insureds in said policies, all at no cost to the Town of La Conner or Town of La Conner engineers. The above insurance shall cover the Town of La Conner, Town of La Conner engineers, Developer and subcontractors for claims or damages of any nature whatever, including, but not limited to, bodily injury, including wrongful death, as well as other claims for property damage which may arise from operations under this Contract, whether such operations be performed by themselves or by any subcontractor or anyone directly or indirectly employed by either of them, and Developer agrees, in addition, to indemnify and save harmless the Town of La Conner and Town of La Conner engineers, or both, from all suits, claims, demands, judgments and attorney's fees, expenses or losses occasioned by the performance of this Contract by Developer, any subcontractor or persons working directly or indirectly for Developer, or on account of or in consequence of any neglect by any of said parties in safeguarding the work or failure to conform with the safety standards for construction work adopted by the Safety Division of the Department of Labor and Industries of the State of Washington.

(b) The minimum amount of such insurance shall be as follows:

- (1) Bodily injury liability insurance in an amount not less than \$1,000,000.00 (One Million Dollars) for injuries, including accidental wrongful death, to any one person, and subject to the same limit for each person, in an amount not less than \$1,000,000.00 (One Million Dollars) on account of any one occurrence;
- (2) Property damage liability insurance in an amount not less than \$1,000,000.00 (One Million Dollars) for each occurrence.

(c) Developer or contractor shall not cause any policy to be canceled or permitted to lapse, and all policies shall include a clause to the effect that the policy or certificate shall not be subject to cancellation, or to a reduction in the required limits of liability or amounts of insurance, or any other material change, until notice has been mailed to the Town of La Conner by certified mail, return receipt requested, stating when, not less than thirty (30) days thereafter, such cancellation or reduction or change shall be effective.

(d) All certificates of insurance, authenticated by the proper officers of the insurer, shall state in particular the names of those insured, the extent of the insurance, and the location, character or extent of the work to be performed by such contractor or subcontractor. Any determination of acceptance of lesser coverage shall rest solely with the Town of La Conner.

(e) Copies of all certificates of insurance shall be kept on file at the Town of La Conner office.

8. INDEMNIFICATION

A. Developer will indemnify and save the Town of La Conner and/or the Town of La Conner's agents harmless from all claims and costs of defense thereof, including (by illustration but not limitation) attorneys' fees, expert witness fees and the cost of the services of engineering and other personnel whose time is reasonably devoted to the preparation and attendance at depositions, hearings, arbitration proceedings, settlement conference and trials, growing out of the demands of the contractor, other property owners or subcontractors, laborers, workmen, mechanics, material men or suppliers, incurred in the performance and work necessary to complete the Developer Extension. Developer shall, at the Town of La Conner's request, furnish satisfactory evidence that all obligations of any nature described in this Contract have been satisfied, discharged, paid and/or waived.

B. In the event the Town of La Conner has waived the requirement for insurance coverage for environmental damage during construction and during the guarantee period, Owner's indemnification agreement, as set forth above, shall extend to any and all claims, including claims, citations, fines, penalties or other enforcement actions by governmental agencies, arising from harm or damage to the environment during construction of Developer's project or during the guarantee period.

9. PERFORMANCE BOND

The Developer and/or Developer's Contractor shall provide a performance bond as described below. The Town may accept a refundable cash deposit, amount to be determined by the Town, in lieu of the performance bond.

The Developer shall, prior to beginning construction, furnish the Town with a performance bond in penal sum equal to the amount of the construction cost, as determined by the Town, conditioned upon the performance by the Developer's Contractor of all undertakings, covenants, terms, conditions, and agreements with the Town, and upon the prompt payment by the Contractor to all persons supplying labor and materials in the prosecution of the work. Such bonds shall be executed by the Contractor and a corporate bonding company licensed to transact such business in Washington State and named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Treasury Department Circular Number 570.

The expense of these bonds shall be borne by the Developer. If at any time a surety on any such bond is declared a bankrupt or loses its right to do business in Washington State or is removed from the list, "Surety Companies Acceptable on Federal Bonds," the Developer shall substitute an acceptable bond (or bonds) in such form and sum and signed by such other surety or sureties as may be satisfactory to the Town.

10. MAINTENANCE BOND

In addition to the cash deposit or performance bond required by Item 9 hereof, the Developer shall provide a maintenance bond in the amount of fifteen percent (15%) of the construction costs attributable to any infrastructure improvement. Said bond shall guarantee maintenance for one (1) year after acceptance of the improvements by the Town and shall be in a form acceptable to the Town.

11. EASEMENTS

All required easements shall be obtained by the Developer at his or her sole cost and expense. The easement legal description shall be prepared by a licensed professional surveyor and shall bear his or her seal. The Town Engineer will place the easement on the proper form and it will be returned to the Developer for signature. Where applicable, the Developer shall provide an easement compatible with the Town's Comprehensive Plan(s) to ensure continuation of the utility line or right-of-way. At the completion of construction and prior to Town acceptance of the improvements, the Developer shall deliver all final signed easements to the Town.

The Developer shall obtain all easements required for intervening properties prior to commencement of construction.

12. PERMITS

All the necessary permits shall be obtained by the Developer. The Town shall be provided with a copy of all such permits before construction begins.

13. ELEVATION AND ALIGNMENT CONTROL

The Developer is solely responsible for establishing and maintaining horizontal and vertical control. Town construction approval or inspection does not warranty or imply the accuracy of the Developer's Contractor. The Developer shall advise the Town in writing of any changes which may be contemplated during construction.

14. CONNECTION TO THE TOWN'S SYSTEMS

Not less than 48 hours prior to the time that the Developer desires connection to the Town's systems, written application for permission to make the actual connection at a specified time shall be made by the Developer. All new connections to the existing systems and all testing of the new line shall require authorization of the Town and shall be conducted in the presence of the Town's representative(s).

15. FINAL ACCEPTANCE

The Town agrees to accept title to the improvements after all work is complete and after the Town makes a final inspection to determine that each system is completed in accordance with the plans and specifications. Acceptance of said improvements shall be by resolution of the Town Council upon receipt of a completed, executed conveyance of utility facilities and payment in full of all fees and charges.

16. CONVEYANCE OF CONSTRUCTED FACILITY

The Developer agrees to execute a conveyance of facility (bill of sale) approved by the Attorney for the Town within sixty (60) days of the approved and completed infrastructure improvements. Said conveyance will provide for transfer of title of the constructed infrastructure from the Developer to the Town and will further include the following items and statements:

- A. Cost, including administration, legal and engineering fees, as applicable, for each respective utility component.
- B. A statement indicating that the Developer is the lawful owner of said property and it is free from all encumbrances.
- C. A statement indicating that all bills for labor and material have been paid.
- D. A statement indicating that the Developer has the right to transfer said title and will warrant and defend the same against lawful claims and demands of all persons for one (1) year from the date of the conveyance of facility.
- E. Consideration shall be recited that the Developer grants the infrastructure to the Town for the consideration of incorporating the system(s) in the overall utility system of the Town.
- F. A statement indicating that the Developer further warrants that the constructed system will remain in working order and condition for a period of one (1) year from the date of the conveyance of the facility(ies) except where abused or neglected by the Town, and that the Developer will repair or replace at his own expense any work or material that may prove to be defective during said one (1) year period of warranty.
- G. In the event that the Town resorts to legal counsel to enforce the warranty, the Town shall receive its attorney's fees.

17. PAYBACK AGREEMENT EXECUTION AND RECORDING

Following receipt of the conveyance of facility as heretofore described, the Town agrees to execute and record a payback agreement. Said payback agreement will provide as follows:

- A. For water and sewer facilities, the parties agree to be bound pursuant to the terms of the "Municipal Water and Sewer Facilities Act," Chapter 35.91 RCW.
- B. The Developer has constructed and installed the facilities in the general vicinity (describe the vicinity) as portrayed by a map attached and made a part of the payback agreement.
- C. That said conveyance of the facilities has been attached to the payback agreement.
- D. That the facilities have been accepted by the Town and that the Developer will be supplied with water and sewer service at the rate established by the Town for their class of service.
- E. That the payback agreement will continue for a period of ten (10) years from the date of the agreement wherein the Town will agree to reimburse the Developer and his assigns in accordance with the agreement the pro-rata share of the construction of said facilities.
- F. The owner of real estate who subsequently taps into, uses, or connects to the constructed facilities pursuant to this agreement will be charged a fair pro-rata share of the costs of the construction of these facilities.
- G. No person, firm or corporation shall use the facilities or extensions thereof during the period of time prescribed in such contract without first paying to the Town the full amount required by the provisions of the contract. All amounts so received by the Town shall be paid out by it under the terms of that contract within sixty (60) days after the receipt thereof.

18. RESPONSIBILITY FOR PROJECT MANAGEMENT

The Developer shall be responsible for project management and coordination. Project management includes, but is not limited to, overall project coordination, which encompasses utility and road locations and elevations.

19. AGREEMENT OF RESTRICTION

This Agreement is intended to be an Agreement of Restriction encumbering the said development as legally described in paragraph 1 above until such performance by the Developer of all of the terms and conditions contained herein, including any and all payments required to be made to Town for connection charges and any other obligations from Developer to the Town.

20. OTHER AGREEMENTS

The Developer shall, under no circumstances, make and/or enter into any agreements or contracts with other property owners, whether within or without the confines of the Town of La Conner, concerning utility services to their properties without the prior written consent of the Town.

21. CONVEYANCE OF TITLE

In the event the Developer conveys title to the subject tract prior to connection of any lot or lots, it shall then be the full responsibility of the Developer to locate the existing utility stub for any subsequent owners or developers.

22. BINDING

This Agreement is binding on the heirs, successors, and assigns of each of the parties hereto.

23. AGREEMENT

I, Brandon Atkinson, the owner of the herein described property have read and accept the terms and conditions set forth in this Agreement.



Brandon Atkinson, Owner, KSA Investments

TOWN OF LA CONNER

Upon compliance with the terms and conditions of this Agreement by the above-named Developer, the Town of La Conner will accept said infrastructure improvements.

By: _____

Mayor
Town of La Conner

PROJECT DIRECTORY

DEVELOPER: KSA INVESTMENTS

16559 COUNTRY CLUB DRIVE
BURLINGTON WA 98233
360-708-9255 E-MAIL: Brandon.Kate.Atkinson@gmail.com

ARCHITECT: CHARLES MORGAN & ASSOCIATES

7301 BEVERLY LANE
EVERETT, WA 98203
OFFICE: (425) 353-2888
CONTACT: CHARLES MORGAN, JR E-MAIL: charliejr@cmaarch.com

STRUCTURAL ENGINEER: CG ENGINEERING

250 FOURTH AVENUE SOUTH, SUITE 200
EDMONDS, WA 98020
425-778-8500

CIVIL ENGINEER: SOUND DEVELOPMENT GROUP

111 CLEVELAND STREET SUITE 202
MOUNT VERNON WA 98273
OFFICE: 360-404-2010
CONTACT: PAT SEVERIN E-MAIL: pat@sdg-ilc.com

PROJECT INFORMATION

PROJECT NAME: THE TALMON

SITE ADDRESS: CENTRE STREET
LA CONNER WA

PARCEL NO.: P74143

LOT AREA: 15,246 SQ/FT .35 ACRE

ZONING: COMMERCIAL

OCCUPANCY: R-1 & R-2

TYPE CONSTRUCTION: 3 STORIES TYPE V-A

SPRINKLERED: NFPA-13

MAX BUILDING HEIGHT 30' ABOVE @ 1 FOOT ABOVE FLOOD PLAIN

DEFERRED SUBMITTALS:
ROOF TRUSSES

SEPARATE SUBMITTALS:
SPRINKLER SYSTEM, MECH, LANDSCAPING,
FIRE ALARM, PLUMBING, SIGNAGE, FIRE DEPARTMENT
ACCESS PLAN

APPLICABLE CODES & REFERENCES
INTERNATIONAL BUILDING CODE (IBC), 2018 EDITION & WAC 51-50
ACCESSIBLE AND USABLE BUILDINGS & FACILITIES, ICC A117.1-2009 & WAC
51-50-005

INTERNATIONAL FIRE CODE (IFC), 2018 EDITION & WAC 51-54
INTERNATIONAL MECHANICAL CODE (IMC), 2018 EDITION & WAC 51-52
NATIONAL ELECTRICAL CODE (NEC), 2020 EDITION & WAC 296-46B-010
UNIFORM PLUMBING CODE (UPC), 2018 EDITION & WAC 51-56 & 51-57
WASHINGTON STATE ENERGY CODE (WSEC), 2018 EDITION, WAC 51-11
(C, R, APPENDIX)
CITY OF SEDRO WOOLLEY DESIGN & CONSTRUCTION STANDARDS & SPECIFICATIONS
CITY OF SEDRO WOOLLEY STORMWATER MANAGEMENT MANUAL
CITY OF SEDRO WOOLLEY MUNICIPAL CODE, TITLE 19 ZONING

ALLOWABLE USES PER 15.35.020
1ST FLOOR 15.35.020 (10) LODGING ESTABLISHMENT & 15.35.030 (2) DWELLING UNITS
2ND FLOOR 15.35.030 (2) DWELLING UNITS
3RD FLOOR 15.35.030 (2) DWELLING UNITS

MAX FLOOR AREA (NO MORE THAN 2X THE LOT AREA)

LOT AREA	15,246 SQ/FT
MAXIMUM FLOOR AREA	30,292 SQ/FT
1ST FLOOR - FLOOR AREA	9,391 SQ/FT
2ND FLOOR - FLOOR AREA	9,323 SQ/FT
3RD FLOOR - FLOOR AREA	9,323 SQ/FT
TOTAL BUILDING AREA	28,037 SQ/FT

MAX LOT COVERAGE (MIN 80% OF LOT)

LOT AREA	15,246 SQ/FT
MAXIMUM LOT COVERAGE	12,197 SQ/FT
LOT COVERAGE PROVIDED	12,166 SQ/FT

LANDSCAPING AREA (MIN 20% OF LOT)

LOT AREA	15,246 SQ/FT
MINIMUM LANDSCAPE AREA	3,049 SQ/FT
LANDSCAPE AREA PROVIDED	3,082 SQ/FT

PARKING PROVIDED - ONSITE

FULL SIZE STALLS	14
COMPACT STALLS	8
ADA STALLS (INCL 1 VAN)	2
TOTAL	24

PARKING REQUIRED - ONSITE

6 LODGING UNITS	6
14 DWELLING UNITS (1,200 SQ/FT)	14
TOTAL REQUIRED STALLS	20

SETBACKS

CENTER ST.	5'
NORTH 4TH ST.	5'
WEST SIDE YARD	5'
SOUTH REAR YARD	25'

THE TALMON

5 AIR B&B UNITS & 14 APARTMENTS
LA CONNER



NORTH ELEVATION - MAIN ENTRY RESIDENTIAL

DRAWING INDEX

ARCHITECTURAL

A0.1 LIST OF DRAWING

SITE PLAN

A1.1 SITE PLAN

TYPICAL UNITS

A2.1 TYPICAL UNIT - STUDIO "A", "B1" & "B2"
A2.2 TYPICAL UNIT - 1 BEDROOM "A" & "B"
A2.3 TYPICAL UNIT - 2 BEDROOM "A" & "B2"
A2.4 TYPICAL UNIT - 2 BEDROOM "B2"

FLOOR PLANS

A3.1 1ST FLOOR PLAN
A3.2 2ND FLOOR PLAN
A3.3 3RD FLOOR PLAN
A3.4 ROOF PLAN

ELEVATIONS

A4.1 ELEVATIONS

SECTIONS

A5.1 SECTION 'A'
A5.2 SECTION 'B'
A5.3 SECTION 'C'
A5.4 SECTION 'D'
A5.5 SECTION 'E'
A5.6 SECTION 'F'
A5.7 SECTION 'G'
A5.8 SECTION 'H-H'
A5.9 SECTION 'J-J'
A5.10 SECTION 'K-K'
A5.11 SECTION 'L-L'

BUILDING SQUARE FOOTAGE

BUILDING DATA

BLDG	UNITS	LIVING	CIRCULATION BLDG USE	TOTAL SQ/FT	DECKS	PARKING GARAGE	GROSS TOTAL SQ/FT
1ST FLOOR	5	2,236 sq/ft	1,131 sq/ft	3,367 sq/ft	147 sq/ft	5,877 sq/ft	9,391 sq/ft
2ND FLOOR	7	7,360 sq/ft	1,491 sq/ft	8,851 sq/ft	472 sq/ft	0 sq/ft	9,323 sq/ft
3RD FLOOR	7	7,360 sq/ft	1,491 sq/ft	8,851 sq/ft	472 sq/ft	0 sq/ft	9,323 sq/ft
TOTALS	19	16,956 sq/ft	4,113 sq/ft	21,068 sq/ft	1,091 sq/ft	5,877 sq/ft	28,037 sq/ft

UNIT BREAKDOWN PER FLOOR

UNIT SQ/FT	AIR B&B			DWELLING UNITS				TOTALS
	B&B-1	*B&B-2*	*B&B-3*	1 BR "A"	1 BR "B"	2 BR "A"	2 BR "B1"	
1ST FLR	2	2	1	0	0	0	0	5
1ST FLR SQ/FT	866	866	504	0	0	0	0	2,236
2ND FLR	0	0	0	1	0	1	4	7
2ND FLR SQ/FT	0	0	0	756	0	1,106	4,424	1,074
3RD FLR	0	0	0	0	1	0	5	7
3RD FLR SQ/FT	0	0	0	756	0	5,530	1,074	7,360
TOTALS	2	2	1	1	1	1	9	19
TOTAL SQ/FT	866	866	504	756	756	1,106	9,954	2,148
								16,556



VICINITY SKETCH

NOT TO SCALE

LEGAL DESCRIPTION
TITLE ELIMINATION) INCL M/H 1994 SKYLINE
40X28 VIN NO 069107444G: THE EAST 3 FEET
OF LOT 2 AND ALL OF LOTS 3, 6, AND 7 BLOCK
9, CALHOUN'S ADDITION TO THE TOWN OF LA
CONNER, AS PER PLAT RECORDED IN VOLUME 1
OF PLATS, PAGE 14, RECORDS OF SKAGIT
COUNTY, WASHINGTON. SURVEY
AF#200904210003

REVISIONS

PROJECT
THE TALMON
LOCATION
CENTRE STREET, LA CONNER, WA
DEVELOPER
KSA INVESTMENTS

CHARLES MORGAN & ASSOCIATES, LLC

ARCHITECTS
Charles E. Morgan
CHARLES MORGAN & ASSOCIATES, LLC
STATE OF WASHINGTON
T-3726

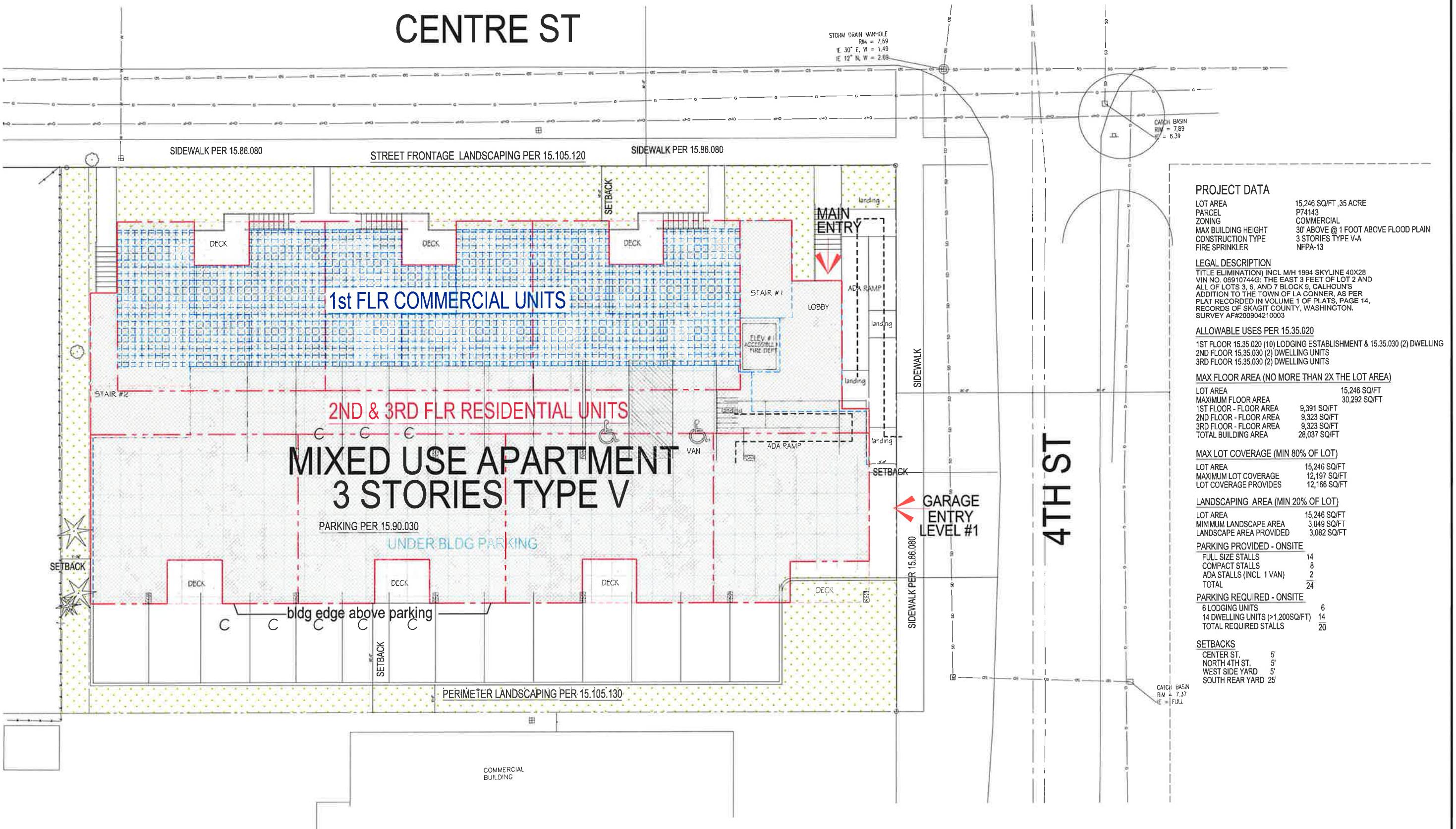
EMAIL: info@cmaarch.com
PHONE: 425-353-2888

DATE 18 APR 23
REVISION

SHEET

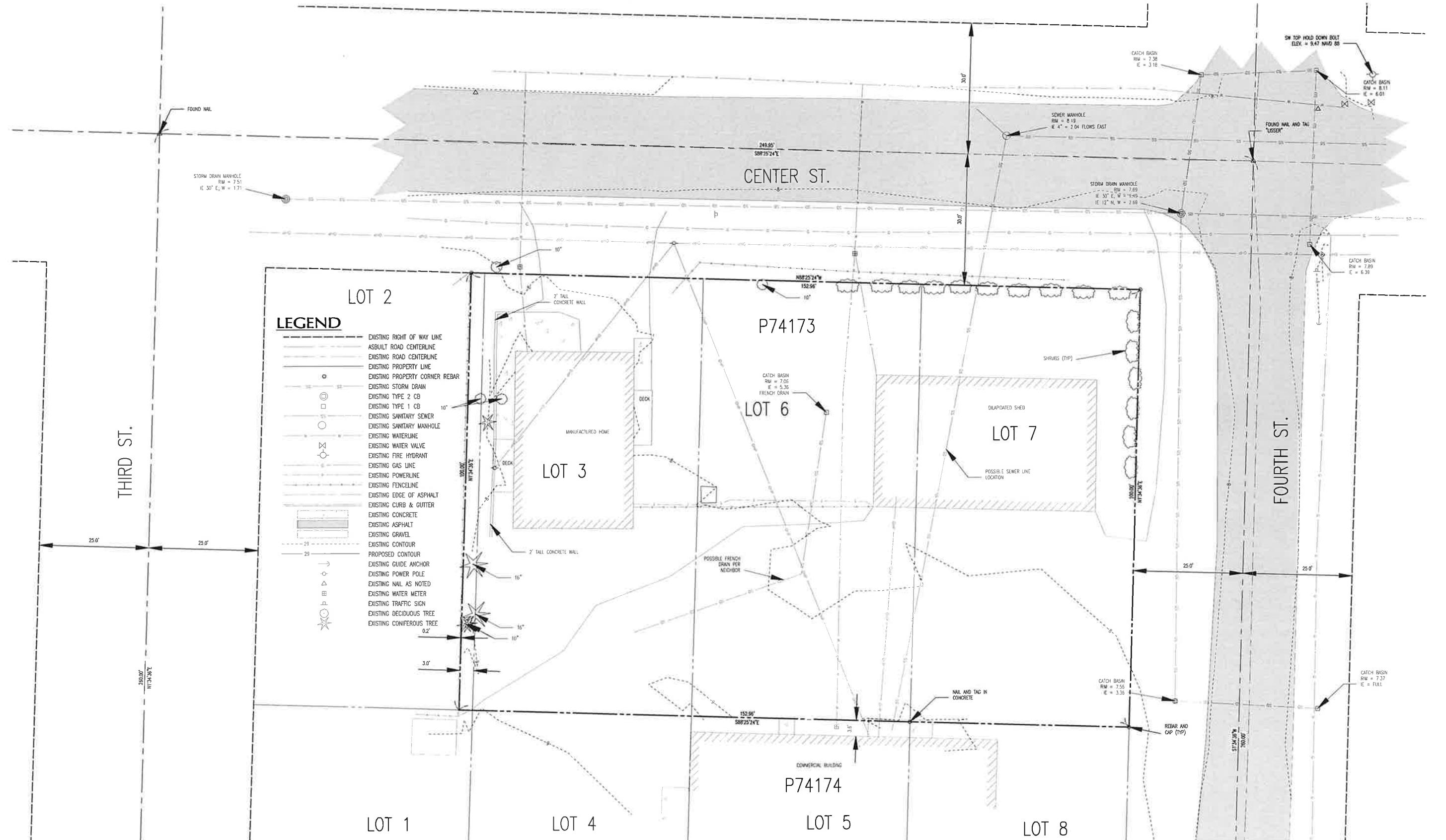
A0.1

CENTRE ST



REVISIONS	PROJECT THE TALMON LOCATION CENTRE STREET, LA CONNER, WA DEVELOPER KSA INVESTMENTS	CHARLES MORGAN & ASSOCIATES, LLC 7301 BEVERLY LANE EVERETT, WA 98203 RCHITECTS	DATE 18 APR 23 REVISION	SHEET A1.1
			 Charles E. Morgan CHARLES MORGAN & ASSOCIATES, LLC STATE OF WASHINGTON	

A PORTION OF THE SW/4 OF THE NE/4, SECTION 36, TOWNSHIP 34 NORTH, RANGE 2 EAST, W.M.



VERTICAL DATUM
VERTICAL DATUM IS NAVD 88 BASED ON W.S.R.N. GPS TIE. THE ELEVATION OF THE SOUTHWEST TOP HOLD DOWN BOLT ON THE FIRE HYDRANT AT THE INTERSECTION OF 4TH ST. AND CENTER ST. HAS AN ELEVATION OF 9.47' NAVD AS SHOWN HEREON. FIRE FLOOD ELEVATION = 8.0' NAVD 29 + 3.8' = 11.8' NAVD 88.

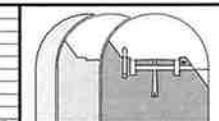
BASIS OF BEARING
N 88° 25' 54" W BETWEEN THE FOUND NAILS IN THE INTERSECTIONS OF 3RD AND 4TH ST. WITH CENTER ST.

CALL 48 HOURS
BEFORE YOU DIG
1-800-424-5555

NO. DATE

REVISIONS

BY APRV'D



Sound Development Group
ENGINEERING, SURVEYING & LAND DEVELOPMENT SERVICES
P.O. Box 1705 • 1111 Cleveland Avenue, Suite 202
Mount Vernon, WA 98273
Tel: 360-404-2010 Fax: 360-404-2013

LEGAL DESCRIPTION

THE EAST 3 FEET OF LOT 2 AND ALL OF LOTS 3, 6 AND 7, BLOCK 9, "LA CONNER", AS PER PLAT RECORDED IN VOLUME 1 OF PLATS, PAGE 14, RECORDS OF SKAGIT COUNTY, WASHINGTON.

SITUATE IN THE COUNTY OF SKAGIT, STATE OF WASHINGTON.

RESEARCH

RGS APL 9407100146
RGS APL 200904210003
PLAT OF CALHOUN ADDITION TO THE TOWN OF LA CONNER VOL 1, PAGE 14

FIELD EQUIPMENT
THIS SURVEY WAS ACCOMPLISHED BY FIELD TRAVERSE WITH A "TRIMBLE 55" AND A TRIMBLE R10-2 GPS RECEIVER, STANDARD ERROR DISTANCE +/- 2CM (+ 1 PPM), AND MEETS OR EXCEEDS STANDARDS AS SET FORTH IN W.C.M. CH. 332-130.

NORTH HORIZONTAL DATUM
WASHINGTON STATE PLANE NORTH ZONE 4601 (NAD 83/2012) USING W.S.R.N.

10 0 10

SCALE 1" = 10'

NORTH

**TOPOGRAPHIC SURVEY
FOR
KSA INVESTMENTS, LLC**

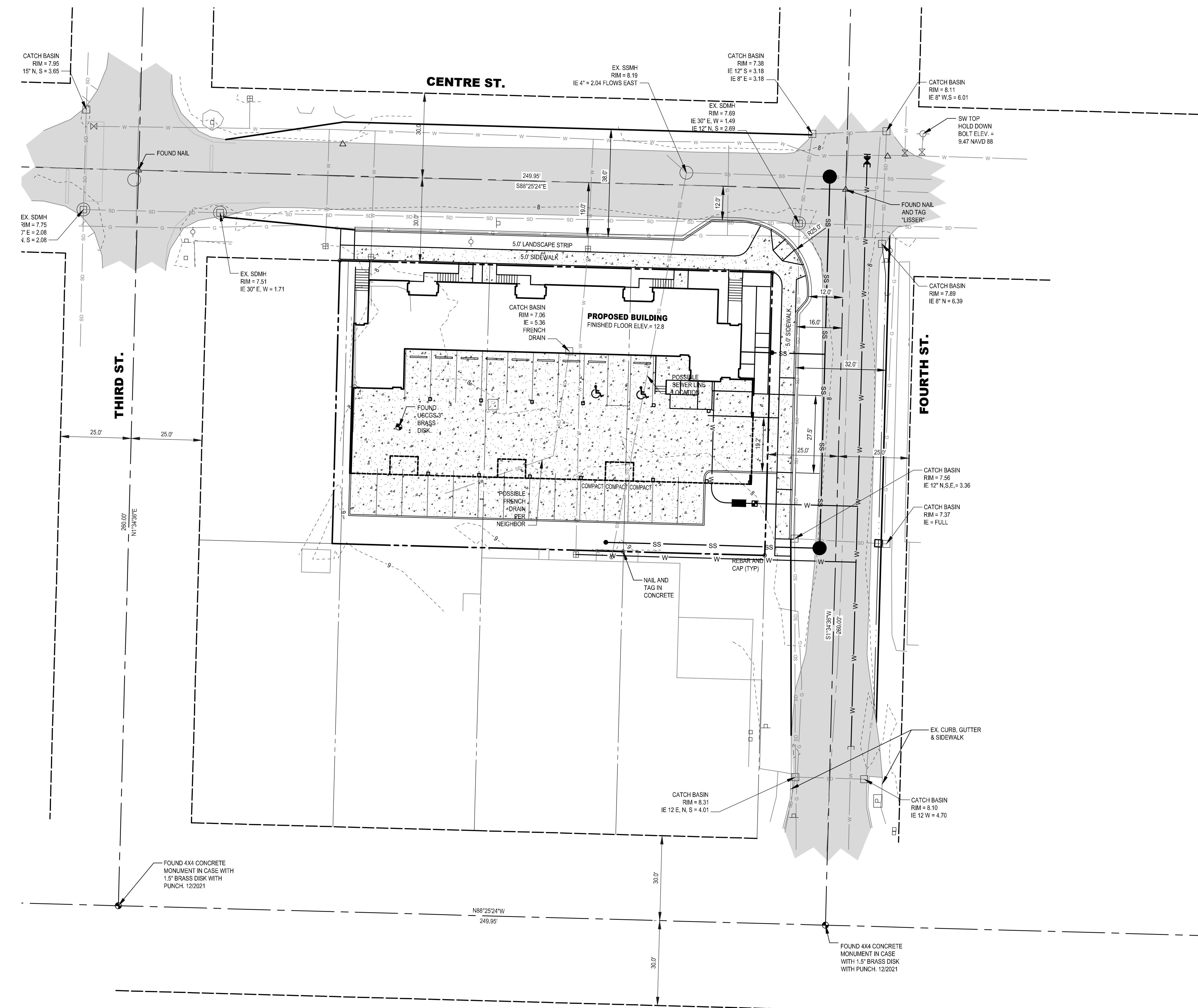
SEC36-TWP34N-RNG2
JOB NO.
21098
DRAWING NAME
21098_cadwg
SHEET
1 OF 1

**EXISTING
CONDITIONS
MAP**

**SCALE
DRAWN BY:
DESIGNED BY:
CHECKED BY:
FIELD BOOK/PAGE:
DATE**

**1" = 10'
M. STANDISH
M. STANDISH
M. STANDISH
1/3/2022**

PROJECT



**Resolution – Honoring UPS Driver
Hector Soltero**

Town of La Conner



RESOLUTION NO. ____

A RESOLUTION EXPRESSING APPRECIATION TO HECTOR SOLTERO

Whereas, Hector Soltero is the United Parcel Service delivery driver who has served La Conner for over a decade; and

Whereas, Mr. Soltero's career has been marked by professionalism and helpfulness; and

Whereas, Mr. Soltero is well-known throughout the community as being friendly, well-liked, and a great asset;

Whereas, the Town Council desires to thank Mr. Soltero for his dedication of excellent customer service to the Town.

NOW THEREFORE, BE IT RESOLVED,

That the Town Council of the Town of La Conner does hereby express its appreciation to Hector Soltero on behalf of Town residents, visitors and citizens.

Approved by vote of the La Conner Town Council this 11th day of July, 2023.

Ramon Hayes, Mayor

ATTEST:

Maria DeGoede, Town Clerk

Approved as to form:

Scott Thomas, Town Attorney