



## **TOWN COUNCIL AGENDA**

**October 24, 2023, 6PM**  
104 Commercial Street  
Upper Maple Center  
And by Zoom

Information is below and on the Town Website

Skagit County Washington  
Incorporated 1890  
[www.townoflaconner.org](http://www.townoflaconner.org)

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**I. Call to Order**

**II. Pledge of Allegiance**

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

**IV. Presentations:** Dan O'Donnell – Anacortes Water Rates

**V. CONSENT AGENDA**

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

1. Approval of the Minutes: Council Meeting October 10, 2023  
Finance:  
Approval of Accounts Payable  
Approval of Payroll

**VI. REPORTS**

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

**VII. UNFINISHED BUSINESS:**

1. Center Street Project – Discussion
2. Jenson Property – Discussion
3. Agreement – Upper Skagit Tribe (Placement of Flood Barriers)
4. Agreement – Cascadia Renewables (Fire Dept. Solar/Storage Project Design)
5. Parking Solutions for First Street - Discussion
6. 2024 Budget Discussions

**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/82005653450?pwd=dzVybG1ZbUZKZmVBbjZoL1VQenorQT09>

Meeting ID: 820 0565 3450

Passcode: 607677

**One tap mobile**

Phone Number: 1-253-215-8782

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

# **Consent Agenda**

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

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

Town Council Special Meeting  
October 10, 2023, 5:00 p.m.  
Upper Maple Center, 104 Commercial Street  
And by Zoom

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Present: Councilmembers Carlson, Dole, Chamberlain and Wohleb

Also Present: Administrator Thomas, Finance Director DeGoede, Public Works Director Lease, Planner Davolio, WWTP Operator Wynn and Sgt. Holmes of the Sheriff's Department.

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

The meeting was called to order by Mayor Hayes for the 2024 Budget Discussions focusing on the Sewer Fund, Compost Fund and the General Fund.

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

**Councilmember Taylor joined the meeting at 5:05 p.m.**

### **Sewer and Compost Funds:**

Plant Operator Wynn discussed the Capital Projects planned for 2024 as follows:

#### **Sewer:**

- \$50,000 New roofs and interior paint for the RAS and Emergency Generator buildings.
- \$50,000 I&I (Clarifier #1 Rehab & 50% shard cost for the Polymer System).
- \$200,000 Sewer Plant Upgrade Project (\$163,000 covered by a grant).
- \$50,000 Water Pump set aside.

#### **Compost:**

- \$250,000 Replace Posts in Compost Building.
- \$50,000 Sweeper for the Loader & 50% shard cost for the Polymer System.

### **General Funds:**

Finance Director DeGoede pointed out the items for Council discussions, with the main focus on funding for the Fire Hall roof and HVAC. It was the consensus of the Council as follows:

- \$300,000 Fire Hall Roof funded by \$100,00 Cell Tower Bonus & \$200,000 from REET 1.
- \$60,000 Fire Hall HVAC funded by the Coronavirus Grant
- \$4,156 Civic Plus ADA Website Program will not be in the 2024 Budget.
- Increase the Compost Utility Tax from 7% to 10%

Also discussed was the probable addition of auditing costs, uncertain wage increases due to upcoming negotiations, and funding an emergency siren alert that staff will do further research on.

Finance Director DeGoede reviewed the changes since the last meeting with a staff update of removing the \$52,000 Garden Club exterior painting in the Facility Fund. The Street Fund still needs some adjustment, but staff is working on initiating a Transportation Benefit Tax to bring in more revenue for street maintenance.

There were further discussions on funding The Maple Hall HVAC and if it qualifies for using the Coronavirus Grant. Staff will research this as well.

There being no further business the meeting ended at 5:37 p.m.

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Maria DeGoede, Finance Director

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Ramon Hayes, Mayor

***Town of La Conner***  
Town Council Meeting  
October 10, 2023 – 6:00 p.m.

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

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

Also present: Administrator Thomas, Finance Director DeGoede, Public Works Director Lease, Planner Davolio, WWTP Operator Wynn, and Sgt. Holmes of the Sheriff's Department.

**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:**

John Doyle gave an update on the Fish Slide repairs. The grant application was not a success, but he and Ollie Iversen are moving forward with other funding, such as donations and applying for another grant next year. The Fish Slide is an intricate part of the Waterfront Park, as it was planned around the slide features. He and Ollie are planning on doing some repairs on the slide next spring, but until then, Public Works will cover it for the winter. Their goal is to have it fully repaired and fully functioning as a slide.

Parks Commissioner Ollie Iversen thanked Council for their patience with the ongoing process of fixing the Fish Slide.

Emergency Management Commissioner Jerry George discussed the recent earthquake that measured at 4.5. It was big enough to cause damage if it wasn't so deep, with a depth of 35 miles.

**Consent Agenda:**

Approval of Agenda

Approval of the Minutes of the September 26, 2023 Special Meeting and Regular Council Meeting.

Accounts Payable:	Checks	26450 - 26495	\$112,930.26
	Electronic Pmts.	2018155 - US Bank Fees	\$351.46
		2018156 – Leasehold Tax	\$1,562.52
		2018157 – Invoice cloud Fees	\$158.60
		<b>Total Accounts Payable</b>	<b>\$115,002.84</b>
Payroll of October 5, 2023:	Checks 5785 - 5792		\$3,801.89
	AWC Benefit Trust	#2018150	\$13,646.08
	Deferred Comp	#2018151	\$2,404.46
	PERS Retirement	#2018152	\$10,241.95
	Teamsters Benefit	#2018153	\$8,716.00
	Auto Payroll Taxes	#2018154	\$9,370.82
	<u>Payroll Auto Deposit</u>		<u>\$29,885.43</u>
		<b>Total Payroll</b>	<b>\$78,066.63</b>

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

**Chamber's Report:**

Chamber Director Hurst reported PSE approved the size increase for the new 7ft. banners. He has been ramping up the TV ads for the upcoming events to include Jingle "Belles" A Ladies Night Shopping, the Christmas Tree Lighting and the Holiday Lighted Boat Parade. He is encouraging the businesses to participate in a holiday contest on the evening of the Jingle "Belles" night for the best decorated business. The beautification grant was not successful but he is looking at other funding.

**Revenue & Expenditure Reports:**

Mayor Hayes noted Sales Tax is at 76%, Hotel Motel is 104% and everything else is stable.

**Planner's Report:**

Planner Davolio reminded everyone of the upcoming joint Planning Commission and Council meetings, one at the Garden Club focusing on short-term rentals and the second one is a trip to Langley to see tiny home villages and housing options. Also, he has planned for a presentation on parking options for First Street to both the Council and the Planning Commission in November.

**WWTP:**

Mayor Hayes acknowledged WWTP Operator Kelly Wynn for his 43 years with the Town.

**Sheriff's Department:**

Incidents have declined due to heading into the winter months and school is back in session. There was further discussion on vehicle snatch and grab thefts targeting unlocked vehicles.

**Public Works:**

Public Works Director Lease reported Public Works focused on flood protection this last month and filled 2,000 bags with a borrowed sandbagger. The prefilled sandbags he ordered have been delivered and are being placed in mapped staging areas. The tides have been higher than normal and he noticed mid-November there is a massive low-pressure system, but it is about 1,000 miles off shore. He doesn't know what impact that will have here.

**Mayor's Report:**

Mayor Hayes reminded everyone of the Library Dedication on Saturday the 14<sup>th</sup> from 3:00 p.m. to 5:00 p.m.

**Council Committee Reports:**

**Fire Boat:**

Councilmember Carlson reported they have not been successful in setting up a meeting with the Port. They are going to ask the Legislature for funding. In order to do that, we need to show support from as many entities as possible. They are starting with a meeting with Fire District 13.

**Communication Committee:**

Councilmember Chamberlain shared the Committee is discussing what they will be doing next, but she and Councilmember Dole plan on attending the school's parent school conferences next week with the focus on Solar.

**Ordinance 1231 – Amending Titles 5 & 15 of the La Conner Municipal Code:**

Planner Davolio explained this is for the Adult Business Regulations Council approved. It has completed the 60-day State comment period and is now up for Council approval.

**Councilmember Dole moved to approve Ordinance 1231 amending Titles 5 & 15 of the La Conner Municipal Code on Adult Business Regulations. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

**Ordinance 1232 – Amending Section 2.05.015 of the La Conner Municipal Code:**

Administrator Thomas explained this is an amendment addressing public notification of Town meetings. The new notification policy will be established in the following resolution. Upcoming Mayor Marna Hanneman requested the Study Session portion stay in.

**Councilmember Chamberlain moved to approve Ordinance 1232 amending Section 2.05.015 of the La Conner Municipal Code with the modification to leave the Study Sessions portion in.**

**Resolution 625 – Adopting the Town Meeting Notification Policy:**

Administrator Thomas explained recently we have had problems publishing the agendas because there was no room in the paper. Also, the Town has received free publication of our agendas through the years, but now will be charged for it. Another issue is we have to submit the agendas to the paper approximately nine days before the meeting. In that time, the agendas frequently change. The only true updated agenda is on our website. We plan to have abbreviated notices in the calendar of events section of the paper, that directs people to the website. Notices required by the State, such as public hearings, will continue to be published as before.

**Councilmember Carlson moved to approve Resolution 625 adopting the Town Meeting Notification Policy. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

**Formation of a Transportation Benefit District:**

Administrator Thomas explained this is for review to be sure he is on track on what Council wants. One is how it is going to be funded, either by sales tax, or by a vehicle license fee. The second is if Council will assume powers of the Transportation Benefit District. It requires a publication of a public hearing that he is planning for the November 14, 2023 Council meeting. At that meeting, Council can vote in one tenth of a percent of sales tax. Later, if Council decides to increase it up to three tenths percent, it would have to go for a vote of the residents.

**Mayor Roundtable:**

Discussions included misinformation on social media and the need to encourage people to sign up for Notify Me.

**There being no further business the meeting ended at 6:58 p.m.**

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Maria DeGoede, Finance Director

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Ramon Hayes, Mayor



# ***TOWN OF LA CONNER***

## ***CLAIMS CLEARING***

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that the merchandise or services hereinafter specified for **October 24, 2023** have been received and that;

Checks Numbered:	26496 - 26532	\$116,919.48
Auto Payments:	2018159 – Excise Tax	\$9,266.18

Are approved for a total payment of \$126,185.66 this 24<sup>th</sup> day of October 2023.

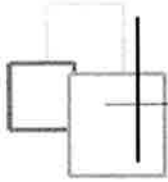
  
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Finance Director

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Councilmember – Finance Committee

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Councilmember – Finance Committee

\_\_\_\_\_  
Councilmember





# Voucher Directory

Fiscal: : 2023 - October

Council Date: : 2023 - October - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
<b>Andrea's House Cleaning Services</b>					
	<b>26496</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 4054</b>			
			<b>Town Hall/Sheriff Cleaning</b>		
			001-000-518-30-48-01	Building Repair & Maintenance	\$350.00
		<b>Total Invoice - 4054</b>			<b>\$350.00</b>
	<b>Total 26496</b>				<b>\$350.00</b>
<b>Total Andrea's House Cleaning Services</b>					<b>\$350.00</b>
<b>Berk Consulting</b>					
	<b>26497</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 10808-09-23</b>			
			<b>Council Retreat - Project Execution</b>		
			001-000-511-60-49-02	Council Training & Meetings	\$43.75
		<b>Total Invoice - 10808-09-23</b>			<b>\$43.75</b>
	<b>Total 26497</b>				<b>\$43.75</b>
<b>Total Berk Consulting</b>					<b>\$43.75</b>
<b>Birch Equipment</b>					
	<b>26498</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 277239-5</b>			
			<b>Forklift Rental</b>		
			403-000-553-30-35-00	Tools & Equipment Flood	\$3,150.10
		<b>Total Invoice - 277239-5</b>			<b>\$3,150.10</b>
	<b>Total 26498</b>				<b>\$3,150.10</b>
<b>Total Birch Equipment</b>					<b>\$3,150.10</b>
<b>Builders Alliance</b>					
	<b>26499</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 26201</b>			
			<b>Prime Guard, Line Reel/500 ft, 2x4's &amp; Board Sheathing</b>		
			005-000-543-10-48-00	Repair & Maintenance	\$226.02
		<b>Total Invoice - 26201</b>			<b>\$226.02</b>
	<b>Total 26499</b>				<b>\$226.02</b>
<b>Total Builders Alliance</b>					<b>\$226.02</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Cascade Natural Gas Corp</b>	<b>26500</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - CascadeNatGasOct2023</b>			
		<b>Utility - Gas</b>			
		001-000-518-30-47-00		Public Utility Services	\$101.61
				204 Douglas-Town Hall	
		001-000-522-20-47-00		Public Utility Services	\$76.97
				12142 Chilberg-Fire Hall	
		003-000-575-50-47-01		Public Utility Services-MH/MC	\$116.28
				108 Commercial-MH/MC	
		003-000-575-50-47-02		Public Utility Services-GC	\$121.69
				622 S 2nd Street-GC	
		401-000-534-80-47-00		Public Utility Services	\$49.47
				604 N 3rd Street - PW	
		409-000-535-80-47-00		Public Utility Services	\$13.99
				12154 Chilberg - WWTP	
		<b>Total Invoice - CascadeNatGasOct2023</b>			<b>\$480.01</b>
	<b>Total 26500</b>				<b>\$480.01</b>
<b>Total Cascade Natural Gas Corp</b>					<b>\$480.01</b>
<b>City of Anacortes</b>	<b>26501</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - CityofAnacortesSept2023</b>			
		<b>Sept 2023 Water Charges</b>			
		401-000-534-80-33-00		Purchase of Wholesale Water	\$36,274.00
				Water sales	
		<b>Total Invoice - CityofAnacortesSept2023</b>			<b>\$36,274.00</b>
	<b>Total 26501</b>				<b>\$36,274.00</b>
<b>Total City of Anacortes</b>					<b>\$36,274.00</b>
<b>Crystal Springs</b>	<b>26502</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 5383122 100423</b>			
		<b>Distilled Water/Water</b>			
		001-000-518-30-47-00		Public Utility Services	\$77.90
		409-000-535-80-31-02		Lab Supplies	\$115.88
				WWTP Distilled Water	
		<b>Total Invoice - 5383122 100423</b>			<b>\$193.78</b>
	<b>Total 26502</b>				<b>\$193.78</b>
<b>Total Crystal Springs</b>					<b>\$193.78</b>
<b>Dana Dwyer</b>	<b>26503</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - DwyerPPCancel10/28/23</b>			
		<b>Pioneer Park Cancellation Dwyer 10/28/23</b>			
		002-000-576-80-45-73		Park Rental Cancellation	\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
			002-000-582-10-00-00	Park Deposit Refund	\$200.00
			<b>Total Invoice - DwyerPPCancel10/28/23</b>		<b>\$300.00</b>
	<b>Total 26503</b>				<b>\$300.00</b>
<b>Total Dana Dwyer</b>					<b>\$300.00</b>
<b>David Evans &amp; Associates Inc.</b>	<b>26504</b>				
			<b>2023 - October - 2nd Council Meeting</b>		
		<b>Invoice - 546781</b>			
			<b>Talmon/Center Street DE/WWTP Engineering/Transportation</b>		
			005-000-543-10-41-00	Professional Services	\$852.87
			005-000-552-30-41-02	DE Engineering Fees	\$17.25
			401-000-534-80-41-02	DE Engineer Fees	\$17.25
			403-000-531-38-41-05	DE Engineering Fees	\$17.25
			403-000-594-31-60-02	Capital Projects	\$354.11
			409-000-535-80-41-04	Engineering	\$1,413.61
			409-000-535-80-41-08	DE Engineering Fees	\$17.26
		<b>Total Invoice - 546781</b>			<b>\$2,689.60</b>
		<b>Invoice - 546782</b>			
			<b>Water System Plan</b>		
			401-000-594-34-64-02	Capital Projects	\$863.16
		<b>Total Invoice - 546782</b>			<b>\$863.16</b>
		<b>Invoice - 546783</b>			
			<b>Snapdragon Flats DE</b>		
			005-000-552-30-41-02	DE Engineering Fees	\$202.86
			401-000-534-80-41-02	DE Engineer Fees	\$202.86
			403-000-531-38-41-05	DE Engineering Fees	\$202.86
			409-000-535-80-41-08	DE Engineering Fees	\$202.85
		<b>Total Invoice - 546783</b>			<b>\$811.43</b>
		<b>Invoice - 546784</b>			
			<b>Talmon/Center Street DE</b>		
			005-000-552-30-41-02	DE Engineering Fees	\$15.07
			401-000-534-80-41-02	DE Engineer Fees	\$15.07
			403-000-531-38-41-05	DE Engineering Fees	\$15.07
			409-000-535-80-41-08	DE Engineering Fees	\$15.07
		<b>Total Invoice - 546784</b>			<b>\$60.28</b>
	<b>Total 26504</b>				<b>\$4,424.47</b>
<b>Total David Evans &amp; Associates Inc.</b>					<b>\$4,424.47</b>

Vendor	Number	Reference	Account Number	Description	Amount
DCG Watershed	26505	2023 - October - 2nd Council Meeting			
		Invoice - 0049828			
		Fire Hall HVAC Structrual Engineering			
		001-000-594-22-64-00		Capital Mach/Equip-Fire	\$1,696.10
		Total Invoice - 0049828			\$1,696.10
		Invoice - 0049829			
		Maple Hall HVAC Structrual Engineering			
		003-000-594-75-64-01		Machinery/Equip-Maple Hall	\$2,899.07
		Total Invoice - 0049829			\$2,899.07
	Total 26505				\$4,595.17
Total DCG Watershed					\$4,595.17
Edge Analytical	26506	2023 - October - 2nd Council Meeting			
		Invoice - 23-28058			
		Effluent & Influent Testing			
		409-000-535-80-48-05		Materials/Testing	\$367.50
				Sewer Testing	
		Total Invoice - 23-28058			\$367.50
		Invoice - 23-29674			
		Effluent Testing			
		409-000-535-80-48-05		Materials/Testing	\$46.50
				Sewer Testing	
		Total Invoice - 23-29674			\$46.50
		Invoice - 23-30100			
		Heterotrophic Plate Count			
		401-000-534-80-41-00		Professional Services	\$58.00
				Water Testing Samples	
		Total Invoice - 23-30100			\$58.00
		Invoice - 23-30236			
		Coliform Testing			
		401-000-534-80-41-00		Professional Services	\$24.00
				Water Testing Samples	
		Total Invoice - 23-30236			\$24.00
		Invoice - 23-30798			
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$185.00
				Compost Testing Biosolids	
		Total Invoice - 23-30798			\$185.00
		Invoice - 23-31015			
		Coliform Testing			
		401-000-534-80-41-00		Professional Services	\$24.00

Voucher	Number	Reference	Account Number	Description	Amount
				Water Testing Samples	
		<b>Total Invoice - 23-31015</b>			<b>\$24.00</b>
	<b>Total 26506</b>				<b>\$705.00</b>
<b>Total Edge Analytical</b>					<b>\$705.00</b>
<b>ESO Solutions Inc.</b>					
<b>26507</b>				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - ESO-120388</b>			
		<b>EPCR Software</b>			
		001-000-522-20-49-02		Training & Meetings	\$1,530.85
		<b>Total Invoice - ESO-120388</b>			<b>\$1,530.85</b>
	<b>Total 26507</b>				<b>\$1,530.85</b>
<b>Total ESO Solutions Inc.</b>					<b>\$1,530.85</b>
<b>Fastenal Company</b>					
<b>26508</b>				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - WAANA151718</b>			
		<b>Rg-U-Blt 3/8x3/4 Pipe, 3/8 Nylock &amp; 3/8 USS</b>			
		412-000-554-90-48-06		Compost Machinery/Equip	\$7.25
		<b>Total Invoice - WAANA151718</b>			<b>\$7.25</b>
		<b>Invoice - WAANA151737</b>			
		<b>Rg-U-Blt 3/8x1/2 Pipe</b>			
		412-000-554-90-48-06		Compost Machinery/Equip	\$4.41
		<b>Total Invoice - WAANA151737</b>			<b>\$4.41</b>
	<b>Total 26508</b>				<b>\$11.66</b>
<b>Total Fastenal Company</b>					<b>\$11.66</b>
<b>Frontline Cleaning Services</b>					
<b>26509</b>				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 35252</b>			
		<b>Public Restroom Cleaning</b>			
		003-000-575-50-48-05		Public Restrooms - Repair & Maint.	\$2,480.00
		<b>Total Invoice - 35252</b>			<b>\$2,480.00</b>
	<b>Total 26509</b>				<b>\$2,480.00</b>
<b>Total Frontline Cleaning Services</b>					<b>\$2,480.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
George Dill	26510	2023 - October - 2nd Council Meeting			
		Invoice - DillHydrantDepRef9/28/23			
			401-000-582-10-00-00	Hydrant Meter Dep Refund	\$100.00
		Total Invoice - DillHydrantDepRef9/28/23			
					\$100.00
	Total 26510				\$100.00
Total George Dill					\$100.00
Grainger	26511	2023 - October - 2nd Council Meeting			
		Invoice - 9833777379			
			Paper Towels & Dipper		
			409-000-535-80-31-02	Lab Supplies	\$149.71
		Total Invoice - 9833777379			
					\$149.71
		Invoice - 9851049222			
			Utility Funnel		
			412-000-554-90-48-05	Compost Testing/Materials	\$10.49
		Total Invoice - 9851049222			
					\$10.49
	Total 26511				\$160.20
Total Grainger					\$160.20
HD Supply Facilities Maint.	26512	2023 - October - 2nd Council Meeting			
		Invoice - 9219257460			
			GPF Closet Master Repair Kit & Seat		
			001-000-518-30-48-01	Building Repair & Maintenance	\$80.34
		Total Invoice - 9219257460			
					\$80.34
		Invoice - 9219695831			
			Delta Pressure Bal Hot/Cold		
			001-000-522-20-48-01	Building Repair & Maintenance	\$110.71
		Total Invoice - 9219695831			
					\$110.71
	Total 26512				\$191.05
Total HD Supply Facilities Maint.					\$191.05
Hubbard, Grace	26513	2023 - October - 2nd Council Meeting			
		Invoice - HubbardGCCancel11/11/23			
			Garden Club Cancellation Hubbard 11/11/23		
			003-000-575-50-45-73	Facilities Rental Cancellation	\$75.00
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$350.00
		Total Invoice - HubbardGCCancel11/11/23			
					\$425.00
	Total 26513				\$425.00
Total Hubbard, Grace					\$425.00

Vendor	Number	Reference	Account Number	Description	Amount
<b>Isomedia.com</b>	<b>26514</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - 22387-19975</b>			
		<b>WWTP DSL</b>			
		409-000-535-80-42-00		Communications	\$65.94
		<b>Total Invoice - 22387-19975</b>			
					<b>\$65.94</b>
	<b>Total 26514</b>				<b>\$65.94</b>
<b>Total Isomedia.com</b>					<b>\$65.94</b>
<b>K Engineers, Inc.</b>	<b>26515</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - 16860</b>			
		<b>Maple Hall HVAC - Electrical Engineering</b>			
		003-000-594-75-64-01		Machinery/Equip-Maple Hall	\$4,000.00
		<b>Total Invoice - 16860</b>			
					<b>\$4,000.00</b>
		<b>Invoice - 16861</b>			
		<b>Fire Hall HVAC Electrical Engineering</b>			
		001-000-594-22-64-00		Capital Mach/Equip-Fire	\$3,875.00
		<b>Total Invoice - 16861</b>			
					<b>\$3,875.00</b>
	<b>Total 26515</b>				<b>\$7,875.00</b>
<b>Total K Engineers, Inc.</b>					<b>\$7,875.00</b>
<b>La Conner Weekly News</b>	<b>26516</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - 9557</b>			
		<b>Publishing of Ordinance 1230</b>			
		001-000-514-23-44-00		Advertising	\$95.40
		<b>Total Invoice - 9557</b>			
					<b>\$95.40</b>
	<b>Total 26516</b>				<b>\$95.40</b>
<b>Total La Conner Weekly News</b>					<b>\$95.40</b>
<b>Margaret Hillard</b>	<b>26517</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - Costco101823</b>			
		<b>Senior Center Coffee &amp; Snacks</b>			
		001-000-575-50-30-00		Senior Center Supplies	\$101.92
		<b>Total Invoice - Costco101823</b>			
					<b>\$101.92</b>
	<b>Total 26517</b>				<b>\$101.92</b>
<b>Total Margaret Hillard</b>					<b>\$101.92</b>
<b>Napa Auto Parts</b>	<b>26518</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - 1438-534855</b>			
		<b>Ultra Duty Grease</b>			
		412-000-554-90-48-06		Compost Machinery/Equip	\$137.88
		<b>Total Invoice - 1438-534855</b>			
					<b>\$137.88</b>

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Invoice - 1438-534866</b>			
		<b>Gear Puller</b>			
		401-000-534-80-35-00		Small Tools & Equipment	\$82.46
		<b>Total Invoice - 1438-534866</b>			<b>\$82.46</b>
		<b>Invoice - 1438-534928</b>			
		<b>Adapter &amp; Adapter Plug</b>			
		403-000-531-38-48-03		System Repair & Maintenance	\$9.21
		<b>Total Invoice - 1438-534928</b>			<b>\$9.21</b>
		<b>Invoice - 1438-534964</b>			
		<b>Coupler</b>			
		403-000-531-38-48-03		System Repair & Maintenance	\$6.94
		<b>Total Invoice - 1438-534964</b>			<b>\$6.94</b>
		<b>Invoice - 1438-534967</b>			
		<b>Adapter</b>			
		403-000-531-38-48-03		System Repair & Maintenance	\$2.39
		<b>Total Invoice - 1438-534967</b>			<b>\$2.39</b>
		<b>Invoice - 1438-534968</b>			
		<b>Adapter</b>			
		403-000-531-38-48-03		System Repair & Maintenance	\$2.16
		<b>Total Invoice - 1438-534968</b>			<b>\$2.16</b>
		<b>Invoice - 1438-535356</b>			
		<b>Adapter</b>			
		401-000-534-80-48-03		System Repair & Maintenance	\$5.66
		<b>Total Invoice - 1438-535356</b>			<b>\$5.66</b>
	<b>Total 26518</b>				<b>\$246.70</b>
<b>Total Napa Auto Parts</b>					<b>\$246.70</b>
<b>North Central Laboratory</b>					
	<b>26519</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - 493921</b>			
		<b>Buffered Dil. Water</b>			
		409-000-535-80-31-02		Lab Supplies	\$142.60
		<b>Total Invoice - 493921</b>			<b>\$142.60</b>
		<b>Invoice - 493987</b>			
		<b>Buffered Dil. Water, M-FC Broth &amp; Petri Dish</b>			
		409-000-535-80-31-02		Lab Supplies	\$434.78
		<b>Total Invoice - 493987</b>			<b>\$434.78</b>
	<b>Total 26519</b>				<b>\$577.38</b>
<b>Total North Central Laboratory</b>					<b>\$577.38</b>
<b>NorthWest Parking Equipment Co</b>					
	<b>26520</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - NWPk4thQtr.</b>			
		<b>4th Qtr. Maintenance on Payment Stations</b>			
		002-000-576-80-41-00		Professional Services	\$610.87
		Payment Stations 50%			



Vendor	Number	Reference	Account Number	Description	Amount
			005-000-542-65-48-00	Repair & Maintenance	\$610.88
			Payment Stations 50%		
		<b>Total Invoice - NWPk4thQtr.</b>			<b>\$1,221.75</b>
	<b>Total 26520</b>				<b>\$1,221.75</b>
<b>Total NorthWest Parking Equipment Co</b>					<b>\$1,221.75</b>
<b>Pape' Machinery Exchange</b>					
<b>26521</b>					
				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 14181253</b>			
		<b>Filters &amp; Spark Plugs</b>			
		002-000-576-80-48-03		System Repair & Maintenance	\$198.95
		<b>Total Invoice - 14181253</b>			<b>\$198.95</b>
	<b>Total 26521</b>				<b>\$198.95</b>
<b>Total Pape' Machinery Exchange</b>					<b>\$198.95</b>
<b>Petty Cash</b>					
<b>26522</b>					
				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - Rec#100</b>			
		<b>B Cards</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$23.43
		<b>Total Invoice - Rec#100</b>			<b>\$23.43</b>
		<b>Invoice - Rec#101</b>			
		<b>Postage</b>			
		001-000-518-30-42-02		Postage	\$3.55
		<b>Total Invoice - Rec#101</b>			<b>\$3.55</b>
		<b>Invoice - Rec#102</b>			
		<b>Retirement Card</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$5.09
		<b>Total Invoice - Rec#102</b>			<b>\$5.09</b>
		<b>Invoice - Rec#103</b>			
		<b>B Cards</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$6.47
		<b>Total Invoice - Rec#103</b>			<b>\$6.47</b>
		<b>Invoice - Rec#104</b>			
		<b>Town Hall Wreath</b>			
		001-000-518-90-40-00		Miscellaneous	\$25.00
		<b>Total Invoice - Rec#104</b>			<b>\$25.00</b>
	<b>Total 26522</b>				<b>\$63.54</b>
<b>Total Petty Cash</b>					<b>\$63.54</b>
<b>Puget Sound Energy</b>					
<b>26523</b>					
				<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - PSEOct2023</b>			
		<b>Utility - Electric</b>			
		001-000-518-30-47-00		Public Utility Services	\$167.95
		204 Douglas St -Town Hall			

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-522-20-47-00	Public Utility Services	\$285.97
			12142 Chilberg - Fire Dept		
			002-000-576-80-47-00	Public Utility Services	\$18.80
			100 Morris - Gilkey Square		
			002-000-576-80-47-00	Public Utility Services	\$133.11
			100 Washington Ave Light- St End Park		
			002-000-576-80-47-00	Public Utility Services	\$43.16
			1339 Conner Way Lights - Pioneer Park Lights		
			002-000-576-80-47-00	Public Utility Services	\$46.21
			1339 Connor Way - Pioneer Park Gazebo		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$10.85
			104 Commercial - Maple Hall		
			003-000-575-50-47-02	Public Utility Services-GC	\$27.87
			622 S 2nd Street - Garden Club		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$44.50
			613 1st Street - Public Restroom		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$30.67
			304 Morris St -Public Restroom		
			005-000-542-63-47-00	Public Utility Services	\$562.33
			125 1st Street LC Post Office #300000002505		
			005-000-542-63-47-00	Public Utility Services	\$49.16
			3rd & Douglas		
			005-000-542-63-47-00	Public Utility Services	\$803.28
			Street lights Acct #300000001705		
			005-000-542-63-47-00	Public Utility Services	\$95.98
			Area Lights Acct #200011509383		
			005-000-542-63-47-00	Public Utility Services	\$16.65
			12100 Chilberg - Flag pole/Monument lights		
			005-000-542-63-47-00	Public Utility Services	\$301.42
			1st Street Lights #220005384221		
			401-000-534-80-47-00	Public Utility Services	\$13.90
			1200 S 4th St - Water Tank		
			401-000-534-80-47-00	Public Utility Services	\$249.10
			604 N 3rd Street - PW Shop-300000002695		
			403-000-531-38-47-00	Public Utility Service	\$10.97
			1340 Connor Way - Water Shack		
			403-000-531-38-47-00	Public Utility Service	\$63.93
			102 S 6th St - Drainage Pump		
			403-000-531-38-47-00	Public Utility Service	\$122.43
			213 Caledonia - Drainage Pump		
			409-000-535-80-47-00	Public Utility Services	\$29.81
			622 1st Street - Sewage Vault		
			409-000-535-80-47-00	Public Utility Services	\$4,247.83
			12154 Chilberg Rd WWTP		
			409-000-535-80-47-00	Public Utility Services	\$10.21
			12154 Chilberg - WWTP Fuel Station		

Vendor	Number	Reference	Account Number	Description	Amount
			409-000-535-80-47-00	Public Utility Services	\$34.43
			602 N 3rd Street - Pump		
		<b>Total Invoice - PSEOct2023</b>			<b>\$7,420.52</b>
	<b>Total 26523</b>				<b>\$7,420.52</b>
<b>Total Puget Sound Energy</b>					<b>\$7,420.52</b>
<b>Skagit Council of Governments</b>	<b>26524</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 2516</b>			
		<b>Shared Costs</b>			
			001-000-518-90-41-10	Dues & Memberships	\$211.11
		<b>Total Invoice - 2516</b>			<b>\$211.11</b>
	<b>Total 26524</b>				<b>\$211.11</b>
<b>Total Skagit Council of Governments</b>					<b>\$211.11</b>
<b>Skagit County DEM</b>	<b>26525</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 2023Q123-LaC</b>			
		<b>Qtr1 Thru Qtr3 2023 Shared Costs</b>			
			001-000-525-10-41-00	Prof Services -EMS	\$2,620.02
				EMS Services	
		<b>Total Invoice - 2023Q123-LaC</b>			<b>\$2,620.02</b>
	<b>Total 26525</b>				<b>\$2,620.02</b>
<b>Total Skagit County DEM</b>					<b>\$2,620.02</b>
<b>Skagit County Public Works</b>	<b>26526</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - Tk#1505442</b>			
		<b>Street Waste Disposal</b>			
			005-000-543-50-48-04	Refuse Disposal	\$453.77
				Refuse & recycling	
		<b>Total Invoice - Tk#1505442</b>			<b>\$453.77</b>
		<b>Invoice - Tk#1505476</b>			
		<b>Street Waste Disposal</b>			
			005-000-543-50-48-04	Refuse Disposal	\$265.98
				Refuse & recycling	
		<b>Total Invoice - Tk#1505476</b>			<b>\$265.98</b>
	<b>Total 26526</b>				<b>\$719.75</b>
<b>Total Skagit County Public Works</b>					<b>\$719.75</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Skagit Valley Tulip Festival</b>					
	<b>26527</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - SkValTulipFestHM2023</b>			
				<b>Skagit Valley Tulip Festival 2023 Hotel Motel Disb.</b>	
			123-000-573-90-30-02	Tulip Festival	\$3,000.00
		<b>Total Invoice - SkValTulipFestHM2023</b>			
					<b>\$3,000.00</b>
	<b>Total 26527</b>				<b>\$3,000.00</b>
<b>Total Skagit Valley Tulip Festival</b>					<b>\$3,000.00</b>
<b>Smokey Point Concrete Inc.</b>					
	<b>26528</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - 96062321</b>			
				<b>Ecology Blocks - Flood Control</b>	
			403-000-553-30-35-00	Tools & Equipment Flood	\$4,393.42
		<b>Total Invoice - 96062321</b>			
					<b>\$4,393.42</b>
		<b>Invoice - 96065766</b>			
				<b>Ecology Blocks - Flood Control</b>	
			403-000-553-30-35-00	Tools & Equipment Flood	\$2,759.81
		<b>Total Invoice - 96065766</b>			
					<b>\$2,759.81</b>
		<b>Invoice - 96065767</b>			
				<b>Ecology Blocks - Flood Control</b>	
			403-000-553-30-35-00	Tools & Equipment Flood	\$1,434.61
		<b>Total Invoice - 96065767</b>			
					<b>\$1,434.61</b>
		<b>Invoice - 96076041</b>			
				<b>Ecology Blocks - Flood Control</b>	
			403-000-553-30-35-00	Tools & Equipment Flood	\$7,820.83
		<b>Total Invoice - 96076041</b>			
					<b>\$7,820.83</b>
		<b>Invoice - 96082170</b>			
				<b>6SK 7/8 AEA and 4" Expansion Joint</b>	
			005-000-543-10-48-00	Repair & Maintenance	\$891.63
		<b>Total Invoice - 96082170</b>			
					<b>\$891.63</b>
	<b>Total 26528</b>				<b>\$17,300.30</b>
<b>Total Smokey Point Concrete Inc.</b>					<b>\$17,300.30</b>
<b>Town of La Conner</b>					
	<b>26529</b>			<b>2023 - October - 2nd Council Meeting</b>	
		<b>Invoice - C 10-2023</b>			
				<b>Oct 2023 Sewer Service Charges</b>	
			412-000-554-90-47-00	Sewer Service Charge	\$10,833.34
		<b>Total Invoice - C 10-2023</b>			
					<b>\$10,833.34</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Invoice - S 10-2023</b>					
			<b>Oct 2023 Sludge Disposal Costs</b>		
			409-000-535-80-47-02	Sludge Disposal	\$2,500.00
			<b>Total Invoice - S 10-2023</b>		<b>\$2,500.00</b>
<b>Total 26529</b>					<b>\$13,333.34</b>
<b>Total Town of La Conner</b>					<b>\$13,333.34</b>
<b>U.S. Bank</b>					
<b>26530</b>				<b>2023 - October - 2nd Council Meeting</b>	
			<b>Invoice - ACE92623</b>		
			<b>Drywall Repair Compound</b>		
			001-000-522-20-48-01	Building Repair & Maintenance	\$16.38
			<b>Total Invoice - ACE92623</b>		<b>\$16.38</b>
			<b>Invoice - Amazon0517827</b>		
			<b>Protective Bee Suit</b>		
			002-000-576-80-48-03	System Repair & Maintenance	\$36.91
			<b>Total Invoice - Amazon0517827</b>		<b>\$36.91</b>
			<b>Invoice - Amazon3209868</b>		
			<b>Neoprene Sponge Foam Rubber Sheet Rolls w Adhesive</b>		
			403-000-531-38-48-03	System Repair & Maintenance	\$156.30
			<b>Total Invoice - Amazon3209868</b>		<b>\$156.30</b>
			<b>Invoice - Amazon3498637</b>		
			<b>Rain Gear Reflective Safety Jackets for Public Works</b>		
			403-000-531-38-35-00	Small Tools & Equipment	\$319.24
			<b>Total Invoice - Amazon3498637</b>		<b>\$319.24</b>
			<b>Invoice - Amazon7118611-2</b>		
			<b>Copy Paper</b>		
			001-000-518-30-31-00	Office & Operating Supplies	\$54.29
			<b>Total Invoice - Amazon7118611-2</b>		<b>\$54.29</b>
			<b>Invoice - Amazon7630604</b>		
			<b>Rain Gear Reflective Jacket, Thermal Parkas &amp; Bib Overalls</b>		
			401-000-534-80-35-00	Small Tools & Equipment	\$243.09
			<b>Total Invoice - Amazon7630604</b>		<b>\$243.09</b>
			<b>Invoice - CamPlaAce91123</b>		
			<b>Receptacle</b>		
			002-000-576-80-48-01	Building Repair & Maintenance	\$5.42
			<b>Total Invoice - CamPlaAce91123</b>		<b>\$5.42</b>
			<b>Invoice - CrashPlanSept2023</b>		
			<b>Server Backup</b>		
			001-000-518-30-48-00	Computer/Server Maintenance	\$54.25
			<b>Total Invoice - CrashPlanSept2023</b>		<b>\$54.25</b>
			<b>Invoice - FrMarshal10/4/23</b>		
			<b>2023 Fire Prevention Institute - Firefighter Baker</b>		
			001-000-522-20-49-02	Training & Meetings	\$650.00
			<b>Total Invoice - FrMarshal10/4/23</b>		<b>\$650.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Invoice - INV222512291</b>			
		<b>Zoom Charge</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$257.09
		<b>Total Invoice - INV222512291</b>			<b>\$257.09</b>
		<b>Invoice - LOWES92623</b>			
		<b>Drywall, Tapeing Knife, Utiltiy Jab, Misc Supplies</b>			
		001-000-522-20-48-01		Building Repair & Maintenance	\$91.77
		<b>Total Invoice - LOWES92623</b>			<b>\$91.77</b>
		<b>Invoice - LOWES92723</b>			
		<b>Paint Texture</b>			
		001-000-522-20-48-01		Building Repair & Maintenance	\$59.45
		<b>Total Invoice - LOWES92723</b>			<b>\$59.45</b>
		<b>Invoice - PromNow9/19/23</b>			
		<b>Fire Dept. Items for Kids - Hats, Pencils and Water Bottles</b>			
		001-000-522-20-49-02		Training & Meetings	\$827.27
		<b>Total Invoice - PromNow9/19/23</b>			<b>\$827.27</b>
		<b>Invoice - Shirma9/26/23</b>			
		<b>HR Training - DeGoede</b>			
		001-000-514-23-49-02		Training & Meetings	\$65.00
		<b>Total Invoice - Shirma9/26/23</b>			<b>\$65.00</b>
	<b>Total 26530</b>				<b>\$2,836.46</b>
<b>Total U.S. Bank</b>					<b>\$2,836.46</b>
<b>USA Bluebook</b>					
	<b>26531</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - INV00159243</b>			
		<b>Polymers Pumps</b>			
		409-000-535-80-48-05		Materials/Testing	\$1,061.55
		412-000-554-90-48-05		Compost Testing/Materials	\$1,061.55
		<b>Total Invoice - INV00159243</b>			<b>\$2,123.10</b>
	<b>Total 26531</b>				<b>\$2,123.10</b>
<b>Total USA Bluebook</b>					<b>\$2,123.10</b>
<b>WA State DOR - Excise Tax</b>					
	<b>2018159</b>	<b>2023 - October - 2nd Council Meeting</b>			
		<b>Invoice - DORExciseTaxSept2023</b>			
		<b>Sept 2023 Excise Tax</b>			
		401-000-534-80-49-03		Excise Taxes	\$5,894.49
		403-000-531-38-49-03		Excise Taxes	\$471.52
		409-000-535-80-49-01		Excise Taxes	\$1,292.36
		412-000-554-90-49-01		Compost Sales Tax	\$187.56
		412-000-554-90-49-02		ExciseTaxes	\$1,420.25
		<b>Total Invoice - DORExciseTaxSept2023</b>			<b>\$9,266.18</b>
	<b>Total 2018159</b>				<b>\$9,266.18</b>
<b>Total WA State DOR - Excise Tax</b>					<b>\$9,266.18</b>

Vendor	Number	Reference	Account Number	Description	Amount	
Wave Broadband	26532			2023 - October - 2nd Council Meeting		
		Invoice - WaveOct2023				
		Phones & Internet				
		001-000-518-30-42-00		Communications	\$348.03	
			TH Internet & phones			
		001-000-522-20-42-00		Communications	\$155.90	
			Fire Dept			
		003-000-575-50-42-01		Communications-MH/MC	\$227.94	
			MH/MC Internet & phones			
		401-000-534-80-42-00		Communications	\$328.15	
			PW Office Internet & phones - 604 3rd N			
		409-000-535-80-42-00		Communications	\$20.63	
			WWTP Marina Lift Station			
		409-000-535-80-42-00		Communications	\$186.59	
			WWTP			
		Total Invoice - WaveOct2023				\$1,267.24
	Total 26532					\$1,267.24
Total Wave Broadband						\$1,267.24
Grand Total		Vendor Count	38		\$126,185.66	



# Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **October 1, 2023** through **October 15, 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 De Goede, Finance Director

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

Payroll checks numbered 5793 through 5800	\$3,664.88
Auto Payroll Taxes #2018158	\$7,775.79
Payroll auto deposit	<u>\$23,127.35</u>
	\$34,568.02

are approved for a total payment of \$34,568.02 this 24<sup>th</sup> day of October 2023.

\_\_\_\_\_  
Councilmember – Finance Committee

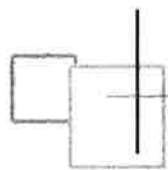
\_\_\_\_\_  
Councilmember – Finance Committee

\_\_\_\_\_  
Councilmember



# Register

<u>5793</u>	White, James M.	2023 - October - 2nd Council Meeting	\$266.13
<u>5794</u>	Dept of Labor & Industry	2023 - October - 2nd Council Meeting	\$2,222.32
<u>5795</u>	Employment Security	2023 - October - 2nd Council Meeting	\$99.36
<u>5796</u>	North Coast Credit Union	2023 - October - 2nd Council Meeting	\$150.00
<u>5797</u>	Paid Family & Medical Leave	2023 - October - 2nd Council Meeting	\$192.78
<u>5798</u>	Teamsters Local No. 231	2023 - October - 2nd Council Meeting	\$159.00
<u>5799</u>	Wa Cares	2023 - October - 2nd Council Meeting	\$105.19
<u>5800</u>	Washington State Support Registry	2023 - October - 2nd Council Meeting	\$470.10
<u>2018158</u>	Washington Federal	2023 - October - 2nd Council Meeting	\$7,775.79
<u>Direct Deposit Run -</u>	Payroll Vendor	2023 - October - 2nd Council Meeting	\$23,127.35
<u>10/17/2023</u>			<b>\$34,568.02</b>



## Register Activity

Direct Deposit Run - 10/17/2023	Payroll Vendor	Posting Reference	2023 - October - 2nd Council Meeting	2023 - October - 2nd Council Meeting
Eills, Ajah G	ACH Pay - 6650	Posting Run - 10/17/2023 7:55:08 AM		\$23,127.35
Hillard, Margaret A	ACH Pay - 6651	Posting Run - 10/17/2023 7:55:08 AM		\$1,668.66
Kerley-DeGoede, Maria A	ACH Pay - 6652	Posting Run - 10/17/2023 7:55:08 AM		\$598.24
Lease, Brian	ACH Pay - 6653	Posting Run - 10/17/2023 7:55:08 AM		\$2,177.54
Lovejoy, Lynne	ACH Pay - 6654	Posting Run - 10/17/2023 7:55:08 AM		\$2,947.01
Moore, Andrea L	ACH Pay - 6655	Posting Run - 10/17/2023 7:55:08 AM		\$600.97
Palaniuk, Kevin R	ACH Pay - 6656	Posting Run - 10/17/2023 7:55:08 AM		\$1,736.78
Park, Todd W	ACH Pay - 6657	Posting Run - 10/17/2023 7:55:08 AM		\$2,142.30
Pena-Ayon, Manuel A	ACH Pay - 6658	Posting Run - 10/17/2023 7:55:08 AM		\$2,179.63
Reinstra, Aaron M.	ACH Pay - 6659	Posting Run - 10/17/2023 7:55:08 AM		\$1,048.09
Sherman, Albert R	ACH Pay - 6660	Posting Run - 10/17/2023 7:55:08 AM		\$1,841.44
Smith, Christopher	ACH Pay - 6661	Posting Run - 10/17/2023 7:55:08 AM		\$1,738.31
Thomas, Scott G	ACH Pay - 6662	Posting Run - 10/17/2023 7:55:08 AM		\$1,564.34
				\$2,884.04
				\$23,127.35

# Unfinished Business

- 1) Center Street Project – Discussion – No Insert**
- 2) Jenson Property – Discussion – No Insert**
- 3) Agreement – Upper Skagit Tribe  
(Placement of Flood Barriers)**
- 4) Agreement – Cascadia Renewables (Fire Dept.  
Solar/Storage Project Design)**
- 5) Parking Solutions for First Street – Discussion**
- 6) 2024 Budget Discussions**

**Agreement – Upper Skagit Tribe  
(Placement of Flood Barriers)**

After recording return to:

**TOWN OF LA CONNER  
PO BOX 400 LA CONNER WA, 98257**

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### **LICENSE AGREEMENT**

Grantor/Licensor:	Upper Skagit Indian Tribe
Grantee/Licensee:	Town of La Conner
Abbreviated Legal Description:	See Exhibit A
Assessor's Property Tax Parcel/Account No.:	See Exhibit A
Placement Area	See Exhibit B
Ref. Nos. of Documents Assigned or Released:	Not applicable

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This License Agreement (hereinafter "Agreement") is entered into the last day entered below by and between Upper Skagit Indian Tribe as Grantor/Licensor (hereinafter "Upper Skagit Indian Tribe") and the Town of La Conner, a Washington municipal corporation as (hereinafter "La Conner"), as Grantee/Licensee.

#### **I. RECITALS**

A. LA CONNER is a Washington general purpose local government, and provides for public safety.

B. UPPER SKAGIT INDIAN TRIBE is the owner in fee simple of a parcel of real property located in Skagit County, Washington, known under Skagit County Assessor's Parcel Number, See Exhibit A (hereinafter the "UPPER SKAGIT INDIAN TRIBE Property"). (See Exhibit A for legal description). The UPPER SKAGIT INDIAN TRIBE Property is adjacent to the Swinomish Channel, a saltwater body.

C. LA CONNER and UPPER SKAGIT INDIAN TRIBE wish to enter into an agreement under which UPPER SKAGIT INDIAN TRIBE will grant LA CONNER a revocable license to use of a portion of the UPPER SKAGIT INDIAN TRIBE Property for the placement of a flood control barrier.

## II. AGREEMENT

In consideration of the mutual promises and the benefits to be derived therefrom, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, each Party hereto covenants and agrees with the other Party as follows:

A. Grant of License/Affected Area. UPPER SKAGIT INDIAN TRIBE hereby grants to LA CONNER an exclusive revocable license to use a portion of the UPPER SKAGIT INDIAN TRIBE Property for placement of a flood barrier. Said portion of the UPPER SKAGIT INDIAN TRIBE Property (the "Placement Area") shall be described as follows: **From the existing chain link fence running north to south 4 FT east the entire length. See Exhibit B.**

B. Consideration. This License shall be granted for public convenience. In consideration for the license granted by this Agreement, LA CONNER agrees to pay \$1.00 for use of the real property described herein.

C. Specific Terms of License.

1. *Specific Improvements to the Placement Area.* As of the date of this Agreement, the Parties anticipate that LA CONNER will install a flood barrier within the boundaries of the Placement Area and UPPER SKAGIT INDIAN TRIBE grants permission to LA CONNER to install such a barrier. LA CONNER shall install the flood barrier in a manner that is safe.

2. *General Conditions for Improvements to the Placement Area.* Any improvements to the Placement Area shall be made in such a manner so as to not interfere with reasonable use of the Placement Area and the remaining portions of the Property. LA CONNER shall not cause any other improvement to be made to the Placement Area that would constitute, create or expand an impervious surface. Any improvements to the Placement Area shall be made in such a manner that complies with the requirements of all applicable laws, codes and regulations. LA CONNER shall bear all costs of any improvements within the Placement Area that are initiated by LA CONNER.

3. *Revocability.* The Parties acknowledge and agree that the license granted by this Agreement is subject to superior rights for existing utilities. The Parties further recognize and acknowledge that UPPER SKAGIT INDIAN TRIBE may revoke the license granted by this Agreement, in whole or in part, at any time after execution of this Agreement, at UPPER SKAGIT INDIAN TRIBE's sole discretion. The Parties understand and agree that LA CONNER will continue to own any non-vegetative materials used by LA CONNER for the flood barrier, but that revocation of this Agreement may require that those materials or improvements be removed or relocated. In the event of revocation of this Agreement, LA CONNER will bear the cost of removal of the flood barrier.

4. *Entry.* LA CONNER may enter the UPPER SKAGIT INDIAN TRIBE Property at any reasonable time for the installation, maintenance and repair of the flood barrier, consistent with the requirements set forth herein.

5. *Access for Maintenance, Repairs.* Any person or entity acting on behalf of LA CONNER shall be permitted reasonable access to the Placement Area, and rights of ingress from and egress to adjacent roads sufficient to safely approach the Placement Area for such work.

6. *Payment of Costs.* LA CONNER shall be solely responsible for the cost of erecting and maintaining the flood barrier. And all maintenance and repair costs associated therewith.

D. General Terms.

1. *Hold Harmless.* LA CONNER agrees to indemnify, defend and hold UPPER SKAGIT INDIAN TRIBE harmless of and from any and all costs, expenses, claims, demands, obligations, and liabilities, cause or causes of action by reason of or in connection with use of the Placement Area by LA CONNER, except for such matters caused solely by UPPER SKAGIT INDIAN TRIBE's negligence or wrongful conduct. This provision shall include the obligation to pay UPPER SKAGIT INDIAN TRIBE's reasonable legal expenses and costs incurred in connection with the settlement, trial or appeal of any such matter wherein LA CONNER must defend against any such claim, demand or cause of action.

2. *Entire Agreement.* This document constitutes the entire agreement between the parties hereto with respect to the matters contained herein. The Parties are not relying upon any oral agreements, understandings or representations apart from those contained and reflected in this Agreement. If the provisions of this Agreement conflict with any other documents executed pursuant hereto, the provisions of this Agreement shall control.

3. *Modifications.* Except as expressly provided for herein, this Agreement may not be amended, altered, modified or changed in any respect whatsoever except in a writing signed by each party hereto. Any modifications, supplements, amendments or terminations must be in writing and signed by all parties to this Agreement.

4. *Severability.* If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the validity of the remaining provisions. On the contrary, such remaining provisions shall be fully severable, and this Agreement shall be construed and enforced as if such invalid provisions had never been inserted in the Agreement.

5. *Assignment.* UPPER SKAGIT INDIAN TRIBE may assign this Agreement only as part of a conveyance of any portion of the UPPER SKAGIT INDIAN TRIBE Property that is adjacent to the Placement Area to a new owner in fee simple.

6. *Dispute Resolution.* If it becomes necessary for one party to commence an action against the other party for failure to abide by any of the terms of this Agreement, the prevailing party in such action shall be entitled to recover all costs, including reasonable attorneys' fees, associated with the action. Such relief is in addition to any other relief that may be awarded to the prevailing party. This Agreement shall be governed and construed in accordance with the laws of the state of Washington, and venue shall be in Skagit County, Washington.


7. *Headings.* The paragraph and section headings in this Agreement are included to facilitate reference only, do not form any part of this Agreement, and shall not in any way affect the interpretation hereof.

8. *Counterparts.* This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

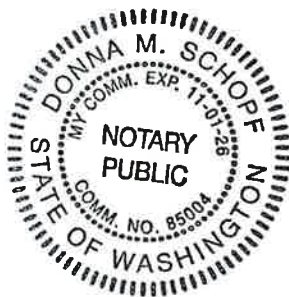
9. *Authority to Contract.* The undersigneds warrant that they have the authority to execute this document on behalf of the parties identified below.

GRANTOR/LICENSOR:  
LA CONNER

GRANTEE/LICENSEE:

 10.13.2023  
By: \_\_\_\_\_ Date

 10-17-23  
\*\* \_\_\_\_\_ Date



\_\_\_\_\_  
\* \_\_\_\_\_ Date



STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF SKAGIT )

On this day before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Ramon Hayes, to me known to be the Mayor of the Town of La Conner, the municipal corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that he was authorized to execute the said instrument on behalf of said corporation.

GIVEN under my hand this 13<sup>th</sup> day of October, 2023



Andrea L. Moore  
Name (Print): Andrea L. Moore  
Notary Public in and for the State of Washington  
residing at La Conner, WA  
My appointment expires: 12/27/2025

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF SKAGIT )

On this day before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \*\*\*, to me known to be the individuals described in and who executed the within and foregoing instrument, and acknowledged that they each signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand this 17 day of October, 2023.



Donna M. Schopf  
Name (Print): Donna M. Schopf  
Notary Public in and for the State of Washington  
residing at Skagit County  
My appointment expires: 11-1-2026

## **EXHIBIT A**

### **\*\*\* Property:**

#### **Skagit County, Washington, Skagit County Assessor's Parcel Numbers and Legal Description:**

**P74497**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TAX 19 N 25' OF FOL DESC TR COM AT INITIAL PT OF TR 18 PL 18 TH S 31'13' W 125' TH N 58 DEG 47' W 140' TH N 31 DEG 13' E 125' TH S 58 DEG 47' E 140' TO POB BEING PART OF TRACT 18 PLATE 18 TGW VAC ST ADJ.

**P74498**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TAX 20 S 100' OF FOL DESC TR COM AT INITIAL PT OF TR 18 PLATE 18 TH S 31 DEG 13' W 125' TH N 58 DEG 47' W 140' TH N 31 DEG 13' E 125' TH S 58 DEG 47' E 140' TO POB BEING PART OF TR 18 PLATE 18 ALSO W1/2 OF 2ND ST ADJ.

**P74500**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TAX 21B BAAP WHICH IS S 31 DEG 13' W 125' FR THE INITIAL PT OF SD TR 18 SD INITIAL PT BEING THE NE COR THOF TH N 58 DEG 47' W 140' TH S 31 DEG 13' W 10' TH S 58 DEG 47' E 140' TH N 31 DEG 13' E 10' TO THE POB.

**P74499**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TAX 21A COM S 31 DEG 13' W 125 FR INITIAL PT OF TR 18 PL 18 S 31 DEG 13' W 125' TH N 58 DEG 47' W 140' TH N 31 DEG 13' E 125' TH S 58 DEG 47' E 140' TO POB BEING PART OF TR 18 PL 18 W1/2 OF VAC 2ND ST. ADJ. LESS TAX 21B.

**P74501**, LA CONNER TIDE LANDS 1ST BEG S 31-13 W 250FT FR POB OF TR 18 PL 18 TH N 58-47 W 140FT TH S 31-13 W 63FT M/L TO N LI TR 21 TH S 58-47 E 140FT TH N 31-13 E TPB BEING PTN TR 18 PL 18.

**P74474**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TRACT 21 PLATE 18.

**P74502**, LA CONNER TIDE LANDS 1ST CLASS S36 T34 R2 TAX 23 THAT PRT'N TR 22 PLATE 18 DESC. AS FOL. BEG AT SW'LY COR SD. TR. TH E'LY ALG SHERMAN ST 225' M OR L TO W'LY LI PUGET SOUND TERM. TR TH AT RT ANG TO S LI TR 22 TO N'LY LI TR 22 TH ALG N LI NWLY TO NW COR TR 22 TH SLY TO POB LESS FDT COM AT MOST WLY COR OF SD TR TH SELY ALG SWLY LI 200FT TPOB TH NELY TO SWLY LI 74FT M/L TO NELY LI OF SD TR TH SELY ALG SD NELY LI 25FT M/L T SWLY ALG NWLY LI 74FT M/L TO SELY LI OF SD TR TH NWLY ALG SD SELY LI 25FT M/L TPOB.

## EXHIBIT B



**Agreement – Cascadia Renewables  
(Fire Dept. Solar/Storage Project Design)**



# Solar + Storage Project Design, Feasibility Study, and Deliverables

## Scope of Work

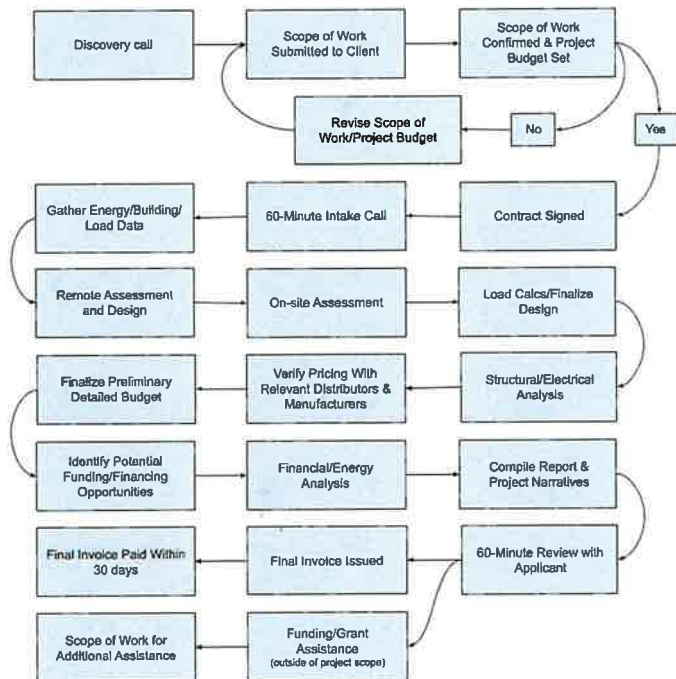
### 1. Project Details

Agency Name	Town of La Conner	Project Address	204 Douglas Street, La Conner, WA 98257		
Agency Contact Name	Scott Thomas, Town Administrator	Phone	360-466-3125	Email	N/A
Project Title	Town of La Conner Fire Department Station 1- Solar Plus Storage Feasibility Studies	Date of Issuance	9/7/2023	Date of Deliverables	2/4/2024
CR Project Lead Name	Callum McSherry	Phone	360-441-6210	Email	callum@cascadiarenewables.com

### 2. Project Overview & Objectives

#### Project Summary:

Cascadia Renewables Staff will engage with the client, local emergency management authority, and all relevant jurisdictions to develop a robust and bankable feasibility study that includes a project system design, load analysis/calculation, energy storage system (ESS) design and all project deliverables necessary for the client to develop an RFP that contractors can quickly understand and engage on. Project deliverables include: project qualification; support on COMMERCE intake form; discovery call; structural review by licensed engineer; consumption data analysis; LIDAR solar analysis; onsite solar/shade assessment; electrical infrastructure assessment; equipment siting; site plan; identify required permitting/zoning and interconnection requirements; critical load analysis that justifies system sizing (both PV and ESS); provide insight/calculations for battery autonomy; analyze EIA and local outage data to determine optimal ESS/PV system size; physical layout; electrical single line diagram; fire safety/suppression plan (if required by local AHJ); operation/maintenance schedule/recommendations; detailed itemized project budget with anticipated costs for all material, labor, and professional services.



#### Business Objective/Problem Statement:

The Washington State Department of Commerce has funding available for solar plus storage projects designed to provide resiliency at sites designated by the local relevant emergency management authority as necessary to provide emergency services to the local community. The depth of detailed required for eligibility of Track 1 or Track 2 funding in the Department of Commerce program is so great that it is necessary for agencies/non-profits wanting to apply for this grant to engage a consultant with the technical expertise and industry knowledge to deliver a system design and detailed feasibility study that will lead to a successful grant application and competitive bidding process for the agency.

#### Context:

The Washington State Department of Commerce has funding available for the 2023-2024 biennium. In order to secure grant funding within this time frame it is important that this work is completed in a timely manner so to give the client the best possible chance of a successful grant application.



### 3. Project Scope

	Phase	Cascadia Renewables Deliverables	Client Responsibility/Requirements
Phase 1	Preliminary Assessment	Preliminary project feasibility assessment (no cost if project not feasible), 30 minute discovery call, provide templates for utility consumption data and emergency mgmt plan integration.	30-minute meeting, provide hourly utility consumption data (CR to provide template email for utility request), provide emergency mgmt letter of support
	On Site Assessment	1-2 hr onsite assessment, measurements of electrical architecture, solar resource, equipment siting locations, conduit routing plan, roof layout design, and all relevant project specific details	1-2hr onsite assessment with access to roof, main electrical panel, relevant sub panels, designation of "critical/essential loads"
Phase 2	Feasibility & Design	Synthesize all onsite data/assumptions into detailed feasibility study and deliverables (detailed below)	None
Phase 3	Design/Assessment Delivery	1hr meeting do debrief feasibility/design deliverables and discuss next steps for grant application/contractor selection support/oversight	1 hr meeting do debrief feasibility/design deliverables and discuss next steps for grant application/contractor selection support/oversight

### 4. Task List (Deliverables Descriptions)

- |   |  |
|---|--|
| <input type="checkbox"/> 1.0 Executive Summary  | <input type="checkbox"/> 2.3 PV System Details (Roof layout, structural analysis, permitting/zoning)                       |
| <input type="checkbox"/> 1.1 Overview   | <input type="checkbox"/> 2.4 Interconnection (bus capacity, utility meter, transformer, grid capacity, SLD)                |
| <input type="checkbox"/> 1.2 Motivation   | <input type="checkbox"/> 2.5 Project Timeline (critical tasks and phases, gantt chart)                                     |
| <input type="checkbox"/> 1.3 Feasibility  | <input type="checkbox"/> 3.0 Analysis  |
| <input type="checkbox"/> 1.4 Benefits (Financial, Environmental, Resiliency, Utility)                       | <input type="checkbox"/> 3.1 PV System details   |
| <input type="checkbox"/> 1.5 Recommendation   | <input type="checkbox"/> 3.2 Energy Storage System (ESS) details   |
| <input type="checkbox"/> 1.6 Risks (Timeline, Equipment availability, Installer capacity, Utility Approval) | <input type="checkbox"/> 3.3 Eligible rebates & incentives   |
| <input type="checkbox"/> 1.7 Project Summary  | <input type="checkbox"/> 3.4 Energy (Utility rates, current bill, expected new bill, demand profiles)                      |
| <input type="checkbox"/> 1.8 About Us   | <input type="checkbox"/> 3.5 Resiliency Benefits (letter of support, essential services, critical loads, load calculation) |
| <input type="checkbox"/> 2.0 Project Details  | <input type="checkbox"/> 3.6 Financial Analysis (budget {summary & detailed}, cash purchase, financing)                    |
| <input type="checkbox"/> 2.1 Site visit notes (roof access, condition, equipment siting {PV & ESS})         | <input type="checkbox"/> 3.7 Environmental Benefits  |
| <input type="checkbox"/> 2.2 Site Map   |  |

### 5. Project Schedule & Milestones

	Phase	Deliverables & Assumptions	Estimated Time to Complete
Phase 1	Project Kickoff	Outline project scope, deliverables, timeline	1-3 days
	Pre-Site Assessment	Preliminary project feasibility assessment (no cost if project not feasible), 30 minute discovery call, provide templates for utility consumption data and emergency mgmt plan integration	30min call, 2-5 days to schedule
	Site Assessment	1-2 hr onsite assessment, measurements of electrical architecture, solar resource, equipment siting locations, conduit routing plan, roof layout design, and all relevant project specific details	2hrs to complete, 1 week to schedule
Phase 2	Post-Site Assessment	Synthesize all onsite data/assumptions into detailed feasibility study and deliverables (detailed below)	1-2 weeks to complete
Phase 3	Final Meeting	1hr meeting do debrief feasibility/design deliverables and discuss next steps for grant application/contractor selection support/oversight	1 hr to complete, 1 week to schedule
	Invoice	Invoice Submittal within 1-2 weeks of final meeting	CR requests that the CLIENT submit final invoice within 30 days of receipt

## 6. Proposals for Solar/Storage feasibility studies (per site)

These pricing proposals are intended to help the CLIENT understand the impact of site complexity on overall project cost. The primary variable that may increase site complexity is the number of interconnections and accompanying critical load calculations, single-line diagrams, roof layouts, and structural reviews that ensue. The table below shows the cost of assessing sites with multiple points of interconnection.

SOLAR PLUS STORAGE		
Interconnection Points	Cost before tax	Cost after tax
1	\$15,000.00	\$15,000.00
2	\$19,000.00	\$19,000.00
3	\$23,000.00	\$23,000.00
4	\$27,000.00	\$27,000.00

ADDERS PER SITE		
Ground Mount	\$2,000.00	\$2,000.00
Solar PV > 500kW	\$4,000.00	\$4,000.00
Solar PV > 1MW	\$8,000.00	\$8,000.00

### PROPOSALS FOR STORAGE-ONLY FEASIBILITY STUDIES PER SITE (REQUIRES EXISTING PV SYSTEM)

The table below shows the cost of assessing sites with existing solar systems, where only the storage requirements are being considered.

STORAGE ONLY		
Interconnection Points	Cost before tax	Cost after tax
1	\$10,500.00	\$10,500.00
2	\$14,000.00	\$14,000.00
3	\$17,500.00	\$17,500.00

The table below shows the cost of assessing sites where only a solar PV project is being considered.

Solar Only		
Interconnection Points	Cost before tax	Cost after tax
1	\$8,500.00	\$8,500.00
2	\$11,500.00	\$11,500.00
3	\$14,500.00	\$14,500.00
4	\$17,500.00	\$17,500.00

Solar only projects would not be eligible for the COMMERCE Solar + Storage for Resilient Communities Grant, however, CR is happy to work with the CLIENT to provide the most robust solar only applications for any other solar specific grant opportunities.

## 7. Total Project Cost

Based on the criteria above and the scope of this project and the inclusion of a structural review by a licensed engineer, Cascadia Renewables ensures the scope of this project deliverables will cost:

Project Deliverables	\$20,000.00
Estimated Sales Tax 0.00%	\$0.00
Total Project Cost	\$20,000.00

## 8. Payment Information, Terms & Conditions

### Payment Information:

Payment due in full upon completion of final deliverables. CR to invoice and requests CLIENT pay final invoice within 30 days of receipt. Payment to be made by ACH or Check. Increases in project scope to be billed as time and materials at a negotiated rate. \$300/hr is CR's current standard hourly rate.

### Reporting:

Final product will be emailed as PDF directly to CLIENT. All site photos, product cut sheets, and system diagrams will be made available and can be utilized for RFP development, Contractor communications, or for other relevant projects.

### Terms:

This Consulting Contract ("Agreement") is being entered into by CLIENT (named above) and Cascadia Renewables ("Consultant") the date indicated by in the scope of work approval below.

8.1. Services. Consultant agrees to provide Phase 1 (Confirmation of Product Viability) services to Client included in the attached Exhibit A which is incorporated by reference ("Services"). Consultant thereafter may perform services under Phase 2 and 3 of Exhibit A upon written direction from the Client.

8.2. Independent Contractor Relationship. Consultant's relationship with Client will be that of an independent contractor, and nothing in this Agreement is intended to, or should be construed to, create a partnership, agency, joint venture, or employment relationship. No part of Consultant's compensation will be subject to withholding by Client for the payment of any social security, federal, state, or any other employee payroll taxes.

### 8.3. Confidentiality.

8.3.1 Definition of Confidential Information. "CONFIDENTIAL INFORMATION" as used in this Agreement shall mean any and all technical and non-technical information including patent, copyright, trade secret, proprietary information, computer files, electric consumption data, site schematics, and client information related to the past, current, future, and proposed Services of Client and includes, without limitation, Client property, and Client's information concerning customers, research, financial information, purchasing, business forecasts, sales and merchandising, and marketing plans and information.

8.3.2 Nondisclosure and Nonuse Obligations. Consultant agrees to protect the confidentiality of all Confidential Information and, except as permitted in this section, Consultant shall neither use nor disclose the Confidential Information. Consultant may use the Confidential Information solely to perform consulting Services under this Agreement for the benefit of Client.

8.3.3 Exclusion from Nondisclosure and Nonuse Obligations. Consultant's obligations under Section 5.2 ("NONDISCLOSURE AND NONUSE OBLIGATIONS") with respect to any portion of the Confidential Information shall not apply to any such portion that Consultant can demonstrate (a) was in the public domain at or subsequent to the time such portion was communicated to Consultant by Client; (b) was rightfully in Consultant's possession free of any obligation of confidence at or subsequent to the time such portion was communicated to Consultant by Client; or (c) was developed by Consultant independently of and without reference to any information communicated to Consultant by Client. A disclosure of Confidential Information by Consultant, either (i) in response to a valid order by a court or other governmental body, (ii) otherwise required by law, or (iii) necessary to establish the rights of either party under this Agreement, shall not be considered a breach of this Agreement or a waiver of confidentiality for other purposes, provided, however, that Consultant shall provide prompt written notice thereof to Client to enable Client to seek a protective order or otherwise prevent such disclosure.

8.4. Limitation on Liability. Client agrees that Consultant shall not be liable to Client for any loss or damage suffered or incurred by Client, or any claim brought against Client arising in connection with the Consultant carrying out her duties under this Agreement, save where such claim relates to the grossly negligent or intentional misconduct of Consultant.

### 8.5. General Provisions.

8.5.1 Governing Law. This Agreement was made in the State of Washington and will be governed by and construed and enforced in accordance with the laws of the State of Washington.

8.5.2 Severability. Any provision of this Agreement which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provision of this Agreement, and the remaining provisions of this Agreement shall nevertheless remain in full force and effect.

8.5.3 Injunctive Relief for Breach. Consultant agrees that her obligations under this Agreement are of a unique character that gives them particular value; Consultant's breach of any of such obligations will result in irreparable and continuing damage to Client for which there will be no adequate remedy at law; and, in the event of such breach, Client will be entitled to injunctive relief and/or a decree for specific performance, and such other and further relief as may be proper, including monetary damages if appropriate.

8.5.4 Assignment. No party hereto may assign this Agreement or its rights or obligations hereunder without the consent of all parties hereto, except as specifically set forth herein.

8.6. Entire Agreement. This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understandings between the Client and Consultant. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

## 9. Scope of Work Approval

Date:

Date:

Name:

Name:

Signature:

(Cascadia Renewables Signatory)

Signature:

(Client Signatory)



**Parking Solutions for First Street –  
Discussion**

## WHEN METERS GO LIVE...

### WHAT DOES THAT MEAN FOR ME?

- On-street City parking downtown will no longer be free during metered times.
- If you commonly park on City streets downtown, you'll need to find a new place to park.
- Parking lot pricing will change

### WHEN ARE METERS ON?

The meters will turn ON every day at 9 AM.

The meters will turn OFF at different times depending on the day of the week, location of specific meters, the season, and holiday or festival activities.

Seasonal parking calendars will be available on the website, but here's a few examples of metered parking times:

9 AM - 5 PM	Most Mid-Week Days
9 AM - 5 PM	Shoulder Season Mid-Week
9 AM - 8 PM	Fridays & Saturdays
9 AM - 8 PM	Festival/Peak Summer Days

### WHEN DO YOU HAVE TO PAY IN A LOT?

Aasgard, Blewett, Colchuck, and Dragontail parking lots are paid from 7 AM - 3 AM daily.

### 15-MIN GRACE PERIOD

Need to pick up something real quick? The sensors in each stall won't show as "not paid" for the first 15 minutes!



## THE ELEPHANT IN THE ROOM

Paid Parking is a big change!  
We get it.

We also get that it's not  
everyone's favorite thing.

But it's still happening.

So, here goes!



## SO WHAT'S THE DEAL, ANYWAY?

Like we said above, paid parking is a big change. We get that. So before you read about all the new Parking Program details, we wanted to let you know *why we are implementing this program*, and a few key pieces of info.

The Leavenworth City Council has been working toward a future parking solution since 2018 when the City Council commissioned a parking study. The study gave us information about parking behavior, and helped us understand ways we could solve our need for better parking solutions for different parking needs. With that knowledge, we had the makings of a plan! In February 2020, the Leavenworth City Council approved the contract to install parking meters, and the Transportation and Parking Program (TAPP) was born.

So, why did we put meters downtown? Because we want to encourage the right parker in the right place.

In order to help get the right parker in the right place, we're creating programs like permit parking for those who work downtown and residential parking zones for residents who live close to the city center. And we'll expand programs as we can. But while we are at it, we'll be getting income from parking revenue that will fund a future parking garage (or other solution), options for parking lot to downtown transportation, and other creative parking and transportation solutions that will help our residents, visitors, employees and businesses.

Will the implementation cause some headaches? Yep. Will things change? Yep. But the future of possibilities made possible by this program is bright!

## LOT AND STREET INFO

### HOW MUCH IS HOURLY PARKING?

For both a City parking lot or a metered street stall, the cost will vary from day to day based on the season, the day, and whether or not there's a festival happening. Here's the range of costs:

Metered parking on streets.....	\$1.00 - \$4.50/hr
Lot parking (hourly).....	\$1.00 - \$4.00/hr
Lot parking (all day/5+ hours).....	\$10.00-\$30.00/day

### WHICH STALLS ARE FOR WHAT?

Street metered parking is for short-term parking, and maxes out at 3 hours.

Lot parking is for short-term or all-day parking.


### HOW CAN I PAY FOR PARKING?

Pay using your credit card at the on-street meters, or at a parking lot pay station.

Pay on your phone using either the **Park Mobile** or **Pay by Phone** mobile apps.

### WAIT, YOU SAID PHONE APP?

Yep! You can pay for hourly and all-day parking **and see what stalls are available** (all the stalls have sensors in them so the app knows a car is there) on your phone!

Use the ParkMobile® app!  **ParkMobile**

\*available on the iPhone and Android app stores

### WHERE DOES PARKING MONEY GO?

All money received from paid parking, whether from a metered street spot, a City parking lot, or the Permit Program, goes directly back into the parking fund. The money can only be used for parking specific uses.

## PERMIT PARKING INFO

### WHAT'S PERMIT PARKING?

- Permit Parking is a new program that the City created primarily for those who need to park for work downtown.
- It's a monthly permit that gets you a parking stall 24/7/365.
- Each permitted stall can be shared with friends, colleagues, etc.

How much does permit parking cost?

Glacier Lot (old DOT).....	\$40/mo.
Blewett Lot (old P2).....	\$139/mo.
Dragontail Lot (old P4).....	\$149/mo.

How do I share a permit?

Because we are doing enforcement by license plate, it's pretty easy!

Each parking stall is associated with a person. That person is responsible for the management of the license plates associated with their account, and for paying the monthly permit cost.

How do I apply for a City permit?

Apply for a permit on the City's website:  
([www.cityofleavenworth.com/parking](http://www.cityofleavenworth.com/parking))

Who can apply for a permit?

A business, an individual who works downtown, or someone who needs a parking stall to access downtown on a regular basis.

### WHAT IF I JUST WANT TO PARK FOR FREE?

You can! Just not right downtown. Here's where and when you can park for free in local parking lots:

Glacier Lot	Permit & free stalls. No camping. Overnight parking allowed in designated areas only.
Park & Ride (Hwy 2)	No overnight parking.
Park & Ride (Safeway)	No overnight parking.
Enchantments Lot	Permit & free stalls. 2-hr parking 7 AM - 5 PM. M-F. Overnight parking in designated areas only.
Freund Lot	No overnight parking. Hrs & restrictions differ when Pool is open (Mem Day-Labor Day).



**When you're parking on-the-go, use the ParkMobile app to avoid the spread of germs through contactless parking payments. Easily find and pay for parking from your phone without having to touch the meter.**



**Enter zone number by referring to nearby signage or using the map.**



Select the duration of time you want to park.



**Confirm your information and start your parking session.**



**Monitor your session  
and extend time  
remotely if needed.**

[illegible]

# Paying for Parking

Whether you are paying for parking in a lot or on the street at a meter, we aim to make it as easy as possible. We accept Visa, MasterCard, and Discover (sorry, we do NOT accept AMEX).

We have a parking rate table and calendar [here](#) for easy planning.

## Paying for Parking in Lots

- Park all day (early bird option)
- Park just for a few hours
- Pay with your credit/debit card at the Pay Station
- Pay on your mobile phone via the ParkMobile app

## Paying for Parking on the Street

- 15-minute grace period\*
- Maximum of 3 hours
- Pay with your credit/debit card at the Meter
- Pay on your mobile phone via the ParkMobile app

*\*On-street parking stalls have a 15-minute grace period. This means that the sensor in the stall won't register that you are "over time without payment" until 15 minutes after it senses a car is in the stall. So, if you need to run in and pick something up from a business in town, you can still do so without paying!*

Read on below for information on parking rates, and a parking rate calendar to help you plan ahead.

## Pay for Parking with your mobile phone using the ParkMobile app

The City of Leavenworth has partnered with ParkMobile to make paying parking easier! With the app, you'll be able to pay for your parking and extend time (where parking stalls allow) – all from your mobile phone!

For more info on how ParkMobile works, check out the image below.

## **City Parking Lot Fees**

The cost of parking in City lots or on-street at the meter changes based on the time of year, holiday, and festival schedule.

### **Parking Lots are for long term parking**

Per stall per hour: \$1.00-\$4.00 per hour

Per stall per day rate (5+ hours): \$10.00-\$30.00 per day

### **Parking On-Street at the Meter is for short term parking**

Per stall per hour: \$1.00-\$4.50 per hour (max 3 hours)

Please refer to the Parking Apps & Paying for Parking page [here](#) for more our parking calendar, and more information about when the meters take payment and prices for specific days.

### **15-Minute Grace Period**

Every parking stall in a parking lot or on-street at the meter is equipped with a sensor that tells us when a stall is occupied or not. This also allows us to see who hasn't paid and who has.

And, because we know sometimes you just need to run into the shop to grab something quickly, or pick something up, you can do so with no worries!

## **City Parking Lot Map**












## Parking Rates - Street Meters

		Street Meter Hourly Rates & Times		
		Hourly Rate	Start Time	End Time
	Festival	\$4.00	9:00 AM	8:00 PM
	Festival 2			5:00 PM
	Busy	\$3.50		8:00 PM
	Busy 2			5:00 PM
	Active	\$3.00		8:00 PM
	Active 2			5:00 PM
	Calm	\$2.00		8:00 PM
	Calm 2			5:00 PM
	Quiet	\$1.00		5:00 PM

*On-street parking stalls have a 15-minute grace period. This means that the sensor in the stall won't register that you are "over time without payment" until 15 minutes after it senses a car is in the stall. So, if you need to run in and pick something up from a business in town, you can still do so without paying!*

## Parking Rates - Lots

		Parking Lot Hourly Rates & Hours				
		Hourly Rate	Start Time	End Time	All Day	Early Bird*
	Festival	\$3.50	7:00 AM	3:00 AM	\$30.00	\$25.00
	Festival 2					
	Busy	\$3.00			\$30.00	\$25.00
	Busy 2					
	Active	\$2.50			\$20.00	\$18.00
	Active 2					
	Calm	\$1.50			\$15.00	\$13.00
	Calm 2					
	Quiet	\$1.00			\$12.00	\$10.00

*\*Early Bird all day rate applies when you pay for all day parking between 7:00AM and 9:00 AM*

## Parking Calendar

The calendar days are color coded and correspond to the rate tables above.

June						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	



July						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		





Pay by App

ParkMobile

Download the app or pay online at [ParkMobile.com](http://ParkMobile.com)

Download the app or pay online at [ParkMobile.com](http://ParkMobile.com)

Stall #20

Stall #21

Zone #  
830200

**NO  
PARKING  
LOADING  
ZONE**

↔  
**ENFORCED DAILY  
7AM-5PM**







## **2024 Budget Discussions**

# TOWN OF LA CONNER

## 2024 Estimated Budget

Fund	Fund Name	Projected Beginning Fund Balances 1/01/24	Revenues	Expenditures	Reserve	Projected Ending Fund Balances 12/31/24
001	Current Expense	1,553,875	1,425,069	1,767,885	228,089	982,970
002	Park & Port	224,099	236,986	339,864	18,722	121,221
003	Facilities	78,273	417,906	438,122		58,057
004	Public Art	23,484	3,226	2,500		24,210
005	Street	90,785	1,149,843	1,211,362	27,195	29,266
123	Hotel/Motel Tax	244,761	141,200	342,111		43,850
212	2014 LTGO Bond PD in Full	\$8,932.19	-	-		8,932
214	2018 LTGO Fire Hall	49,762	50,492	39,125		61,129
303	Flood Control	162,940	500	500		162,940
304	REET 1	230,705	36,790	500		266,995
305	REET 2	228,023	36,810	200,500		64,333
401	Water	1,140,757	1,242,027	1,253,789	164,024	1,128,995
403	Drainage/Flood	422,163	367,383	652,386	47,136	137,160
409	Sewer	774,314	829,461	1,107,265		496,510
412	Compost	687,307	1,256,702	1,238,864		705,145
Total		\$ 5,920,180	\$ 7,194,395	\$ 8,594,773	\$	4,291,713

Beginning Fund Bal	\$ 5,920,180	Expenditures	\$ 8,594,773
Revenues	\$ 7,194,395	Ending Fund Bal	\$ 4,291,713
TOTALS	\$ 13,114,575	TOTALS	\$ 12,886,486

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

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

### Revenues 2021

#### General Fund - 001

Public Safety Tax	50,000.00	Special Purpose Fire Tax
Compost Utility Tax	88,000.00	10/10 Council increased from 7% to 10%
Fire Hall Roof	200,000.00	Transfer in from REET 2/Remainder cost 100K Cell Tower Lease (Total 300K)
County Senior Center Grant	6,966.00	From Skagit County
Code Enf. Wages	20,000.00	For Code Enf. Wages/Benes during high tourism funded by Hotel Motel
Solar Grant - Fire Dept	26,520.00	Grant for Fire Hall Solar Plans/Engineering

#### Park & Port 002

Public Restrooms/Maint	1,000.00	Transfer from Hotel Motel
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#### Facilities - 003

Maple Hall Heat/AC	200,000.00	Funded by Hotel Motel 90K and Corona Funds \$110K
Maple Hall Maint.	42,866.00	Funded by Hotel Motel New Toilets 12K/ Sound System 20K/ 9/26 added Elevator Maint. 10,866
Public Restrooms	63,995.00	From Hotel Motel Funds - 63,995 PRestrooms/12K MH Toilets/20K MH Sound System

#### Streets - 005

TBD	45,000.00	10.17 added Transportation Benefit District .01%
S. 1st St. Survey	4,550.00	Split with Drainage
Morris St. Mill/Overlay	850,000.00	Contingent on TIB Grant

### Expenditures 2021

#### 001 General Fund - Reserve

Fire Equipment Reserve	54,915.00	To Date - 45,973 + 8,942 Fund 212 Balance
Coronavirus Grant	132,456.00	RESTRICTED Expense - Undetermined 2021
Coronavirus Grant	132,456.00	RESTRICTED Expense - Undetermined 2022
Coronavirus Grant Balance		10/10 Council decision Funded \$80K for Fire Hall Heat/AC / Balance 74,912
Sale of Kirsch Property	98,262.00	200,262 - Revenue from 2020 - 40K Pmt Stations & 64K Kirsch Property
Crown Castle Bonus	-	100K Revenue from 2019 Cell Tower Ext-10/10 Council decision to apply to Fire Hall Roof

#### GENERAL FUND - 001

New Server	2,500.00	
New Planning Computer	2,000.00	
Civic Plus - ADA	4,165.00	10/10 Council decision not to include in Budget - Annual Fee + 5,208 Fee for hosting and maint.
Fire Hall Solar Plans/Engineer	26,520.00	Solar Plans/Engineering for Storage (Covered by Grant)
Emergency Alert Siren	30,000.00	Not in Budget
Fire Hall Roof	300,000.00	10/10 Council decision - Funded by Cell Tower Lease 100K/ 200K from REET 2
Fire Hall HVAC	80,000.00	10/10 Funded by Coronavirus Grant
Fire Boat	550,000.00	Not in Budget - Working on Funding
Auto Sand Bagger	50,000.00	Not in Budget Split with Fire & Public Works

**PARK & PORT - 002**

Park Reserve	18,722.00	Jordan Street Reserve 1465 + 17,257 Waterfront Park Gazebo
Parks & Rec Programs	11,000.00	1K YMCA & 10K After School Program
Gazebo	42,000.00	Rollover from 2023. \$17,257 Reserve Donations
Battery Pwr Leaf Blowers	5,000.00	
Pressure Washer	5,000.00	9/18 Increased to full cost Removed 50% Share with Streets
Hazard Trees	8,000.00	8/18 Reduced from 40K
Dump Truck	15,000.00	15% Shared Cost of 100,000
Morris/3rd St Stairs Rebuild	15,000.00	9/14 Reduced from 60K for Just Design Phase
Jordan St. End	5,000.00	9/15 Reduced from 60K
Maple Park	10,000.00	Removed
Fish Slide	5,000.00	Removed
Boat Ramp Replacement	240,000.00	Removed

**FACILITIES - 003**

Maple Hall HVAC	200,000.00	Funded through HM \$90K HM & Corona Funds \$110K
Garden Club Exterior Paint	52,000.00	10/10 removed
Morris St. RR Ext Paint	3,000.00	9/18 Reduced from 3K
Maple Hall Toilets	12,000.00	9/15 AddedFunded by Hotel Motel
Maple Hall Sound System	20,000.00	9/15 Added Funded by Hotel Motel
Restroom Cleaning	35,000.00	Funded by Hotel Motel

**STREETS - 005**

		6 Year Streets TIP \$5,074,000
Street Reserve	27,195.00	\$7,560 Parking Imp./Capital Projects - St. Ends \$7875/ Asphalt \$11,760
Asphalt/Sidewalk Repairs	40,000.00	9/18 Reduced from 55K
Speed Cushions (4)	12,000.00	9/26 Council Removed
Traffic Paint	16,000.00	
Pressure Washer	-	9/18 Removed 2,500 50% Shared Cost with Parks
Dump Truck	5,000.00	9/27 Reduced from 20K Shared Cost of 100,000
Maple/Road Streets	25,000.00	10/10 Council decision to leave in the budget. Crosswalk & Sidewalk Improvements
Morris St. Mill/Overlay	850,000.00	Contigent on TIB Grant
S. First Street Engineering	40,500.00	9/27 Reduced from 81K - Split with Drainage

**FLOOD CONTROL - 303**

Transfer to Drainage Fund for Expenses - Close fund

REET 1 - 304	110,000.00	Transfer to Facilities for Shared Cost of Maple Hall HVAC
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**WATER - 401**

		6 Year Water CIP \$5,466,000
Water Reserve	184,024.00	\$95,787 RCE Fees/\$40,076 Water Capital/\$28,161 Capital Connections
System Plan Update	90,000.00	Rollover from 2023
Asset Management Program	50,000.00	Rollover from 2023/50% Shared Cost with Drainage
Compactor	2,500.00	50% Shared Cost with Drainage
Valve Operator	5,500.00	
On Call Contractor	25,000.00	
Water Meter Replacements	45,000.00	
Hydrant Replacements	10,000.00	
Dump Truck	40,000.00	10/11 Increase Shared Cost of 100,000
Skagit Beach Water Main	3,200,000.00	Remove
Public Works New Home	1,000,000.00	Removed 2023 Budget

**DRAINAGE - 403**

		6 Year Drainage CIP \$1,082,102
Drainage Reserve	47,136.00	17,636 Storm Drain Dev. & \$29,500 Slope Stabilization
Tida Gauge	6,000.00	
Vac & Sweeper Repairs	8,000.00	
Asset Management Program	\$25,000	Rollover from 2023
On Call Contractor	\$20,000	
Maple/Caledonia Slip Line	\$25,000	
6" Pump	\$58,000	
Forklift	\$50,000	
Dump Truck	\$40,000	10/11 Increased Shared Cost of 100,000
WA/Whatcom Improvements	\$100,000	Reduced from 650K to begin some Install
Sandbagger	\$52,000	Not in budget - 163,542 Fld Bal. - SandBags 19,157-Eblocks 15,710-Generator 40K= 88,675 BI
Flatbed Trailer	\$14,000	Not in budget
S. First Street Engineering	\$40,500	9/27 Added Split with Streets

**SEWER - 409****Sewer Reserve**

6 Year Sewer CIP \$880,000 - Does not include Plant upgrades

50K Waterpump Setaside 2021 /94,301 RCE's / 475,562 Sewer Plant

33,098 Sewer Pipe / 235,047 Sewer Plant Tribe/1,279 Tribe Pipe

Sewer Plant Tribe Includes the 100K 2021 Reconciliation To Reserve

Plant Improvements	50,000.00	Interior Paint and new roofs on both buildings
WWTP Engineer Report	50,000.00	I&I
I & I	50,000.00	Clairifier #1 Rehab & 50% Polymer System
Sewer Plant Upgrade Project	200,000.00	200K - 163K paid by Grant
Set Aside Waterpump	50,000.00	2021 Setaside

**COMPOST - 412**

6 Year Compost CIP \$528,000

Compost Utility Tax	88,000.00	10/10 Council increased from 7% to 10%
Building Improvements	250,000.00	Replace Posts in Compost Building
Machinery/Equipment	50,000.00	50% Polymer System & Sweeper for 554 Loader