



TOWN COUNCIL AGENDA

May 14, 2024, 6PM

Upper Maple Center

104 Commercial Street

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 April 23, 2024

2. Finance:

 Approval of Accounts Payable

 Approval Payroll

B. Items Removed from the Consent Agenda

VI. REPORTS

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

VII. UNFINISHED BUSINESS:

1. Center Street Project - Discussion
2. Jenson Property - Discussion
3. South First Street – Discussion
4. Agreement – Sedro Woolley Yard Waste

VIII. NEW BUSINESS

1. Resolution – Appointing Jonah Keith to the Emergency Management Commission

IX. MAYOR ROUNDTABLE:

X. EXECUTIVE SESSION:

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

Ordinance 1245
Resolution 640

Consent Agenda

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

Town of La Conner

Town Council Meeting

April 23, 2024 – 6:00 p.m.

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

Present: Councilmembers Taylor, Dole, Chamberlain and Wohleb.

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

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

Public Comments:

Resident Debbie Aldrich expressed her concerns of the 306 Center Street Project regarding fire safety, height compliance and soil contamination. She feels it was premature to issue the conditional use permit.

John Doyle, previous Administrator for the Town, volunteered to apply for an RCO Grant for the cost of the Fish Slide repairs. He and Park Commissioner Ollie Iversen will work to get it operational this year, but the grant would cover permanent repairs. The application is due by May 1, 2024, for the 2025 Grant. He is asking Council to authorize him to apply for and administer the 2025 RCO Grant. There may be a required match by the Town, but he and Ollie will start fundraising to help with the costs.

Councilmember Wohleb moved to approve John Doyle, to act on behalf of the Town of La Conner, as the authorizing agent, to apply, administer and oversee the 2025 RCO Grant for the Fish Slide. Motion seconded by Councilmember Dole. Motion carried 4/0.

Consent Agenda:

Approval of Agenda

Approval of the Minutes of the April 9, 2024 Council Meeting.

Accounts Payable:	Checks	26978 - 27013	\$203,485.38
	Electronic Pmts.	2018217 – Excise Tax	\$7,995.85
		Total Accounts Payable	\$211,481.23
Payroll of April 19, 2024:	Checks 5886 - 5892		\$2,496.29
	Payroll Auto Tax Payment #2018216		\$8,936.11
	Payroll Auto Deposit		\$26,961.19
	Total Payroll		\$38,393.59

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

Administrator's Report:

Administrator Thomas discussed the expected significant drought this year, which may impose restrictions such as watering and car washing, as well as a high risk of fires. Any cost increase to our residents would be based on the actions of the City of Anacortes.

Mayor's Report:

Mayor Hanneman reported on her meeting with the Shelter Bay president and community manager and will continue meetings on a quarterly basis for future needs. She also discussed her tour of the Hedlin property led by Dave Hedlin, the fourth generation to work the family farm. Discussions included the families plans for future farming and the dike. Also, she has confirmed the Waterfront Café will host the Council Retreat scheduled for June 24, 2024.

Center Street Project:

Planner Davolio confirmed a conditional use was issued to the applicant with several requirements. It was reviewed by the Public Work Director, the Town Engineer, and the Fire Chief. The Applicant must submit plans in compliance with the requirements.

Jensen Property:

Planner Davolio reported there was a public on-site visit at the property to discuss possible options of use. A survey was also provided for public input regarding First Street with a closing day of Friday the 26th of April. Staff is preparing documents noting the issues of the property and the results of the survey for the Planning Commission review and recommendation to Council.

Wilson Engineering Agreement and Scope of Work (WWTP Phase 1 Engineering & Plans):

Administrator Thomas explained this agreement is based on an hourly rate. There are very few engineering companies that specialize in this.

Councilmember Wohleb moved to approve the Mayor to sign the Agreement with Wilson Engineering for the Wastewater Treatment Plant upgrade plans. Motion seconded by Councilmember Dole. Motion carried 4/0.

Ordinance 1246 for the 2024 Budget Amendment:

Finance Director DeGoede explained this amends the increase of cost and funding of the Maple Hall HVAC project. Changes made were to dedicate the full Coronavirus Grant funding with the Hotel Motel funds covering the remainder balance.

Councilmember Chamberlain moved to approve Ordinance 1246 amending the 2024 Budget. Motion seconded by Councilmember Wohleb. Motion carried 4/0.

Resolution 640 – Policy 125 of the Personnel Policy Establishing the Town Remote Working Policy:

Administrator Thomas noted previously Council approved the change of the Town Hall Hours. This is the next step to implement remote working. We will be going into this change very cautiously starting on a temporary basis. There are provisions for the employer and employee to terminate the agreement if it does not work out for either.

Councilmember Wohleb moved to approve Resolution 640, Policy 125 of the Personnel Policy establishing the Town's Remote Working and Agreement. Motion seconded by Councilmember Taylor. Motion carried 4/0.

Resolution 641 Amending Personnel Policy 110:

Administrator Thomas explained he updated the policy and added remote working.

Councilmember Dole moved to approve the updates to Personnel Policy 110. Motion seconded by Councilmember Wohleb. Motion carried 4/0.

Cascade Chimney and Masonry – Repairs to the Pioneer Park Stone Oven:

Public Works Director Lease explained the damages from vandalism were extensive and require specialized repair for the original stove and stones, that was built years ago by the Conservation Core. He sent out for six quotes and only received one from Cascade Chimney and Masonry in the amount of \$3,200. The La Conner Rotary has expressed interest in helping with the costs, but he hasn't received confirmation yet.

Councilmember Chamberlain moved to approve Cascade Chimney and Masonry's Quote for the repair of the Pioneer Stone Oven in the amount of \$3,200. Motion seconded by Councilmember Wohleb. Motion carried 4/0.

Mayor Roundtable:

Discussions included the Emergency Management Commission fifth position. They have someone in mind but they can't do it if it is on Tuesdays or Wednesdays. Administrator Thomas confirmed the date and time is not specific by ordinance so they can change it if needed.

There being no further business the meeting ended at 6:41 p.m.

Maria DeGoede, Finance Director

Marna Hanneman, 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 the May 14, 2024 Claims have been received and that;

Checks Numbered: 27014 - 27065 \$171,260.19

Auto Payments: #2018223 – Invoice Cloud \$167.80
#2018224 – US Bank Fees \$695.30

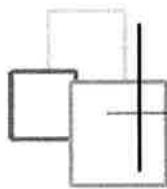
Are approved for a total payment of **\$172,123.29** this 14th day of May 2024.

Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember



Voucher Directory

Fiscal: : 2024 - May

Council Date: : 2024 - May - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Adam Miller	27016			2024 - May - 1st Council Meeting	
		Invoice - MillerGardenClubDepRef4/28/24		Garden Club Deposit Refund 4/28/24	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - MillerGardenClubDepRef4/28/24			\$215.00
	Total 27016				\$215.00
Total Adam Miller					\$215.00
Badger Meter, Inc.	27017			2024 - May - 1st Council Meeting	
		Invoice - 80156658		Meter Hosting	
			401-000-534-80-41-00	Professional Services	\$57.01
				Hosting Serv Unit	
		Total Invoice - 80156658			\$57.01
	Total 27017				\$57.01
Total Badger Meter, Inc.					\$57.01
Bayside Services	27018			2024 - May - 1st Council Meeting	
		Invoice - 0424174		Cleaned Mat off of Influent Wet Well	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$1,561.94
		Total Invoice - 0424174			\$1,561.94
	Total 27018				\$1,561.94
Total Bayside Services					\$1,561.94
Beth Anderson	27019			2024 - May - 1st Council Meeting	
		Invoice - AndersonPPDepRef4/21/24		Anderson Pioneer Park Dep Ref 4/21/24	
			002-000-582-10-00-00	Park Deposit Refund	\$100.00
		Total Invoice - AndersonPPDepRef4/21/24			\$100.00
	Total 27019				\$100.00
Total Beth Anderson					\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
Birch Equipment					
	27020			2024 - May - 1st Council Meeting	
		Invoice - 286901-5			
			Forklift Reach Rental		
			002-000-576-80-48-01	Building Repair & Maintenance	\$905.09
		Total Invoice - 286901-5			\$905.09
	Total 27020				\$905.09
Total Birch Equipment					\$905.09
Builders Alliance					
	27021			2024 - May - 1st Council Meeting	
		Invoice - 1124612			
			4x4 12" Posts		
			005-000-542-64-48-04	Signage Repair & Maintenance	\$184.01
		Total Invoice - 1124612			\$184.01
	Total 27021				\$184.01
Total Builders Alliance					\$184.01
Canon Financial Services INC.					
	27022			2024 - May - 1st Council Meeting	
		Invoice - 32422460			
			Copier Lease		
			001-000-518-30-40-00	Lease Agreement Tax	\$10.47
			001-000-591-31-70-00	Rents & Leases - Longterm	\$121.67
			70%		
			401-000-534-80-40-00	Lease Agreement Tax	\$2.24
			401-000-591-31-70-00	Rents & Leases - Longterm	\$26.07
			15%		
			409-000-535-80-40-00	Lease Agreement Tax	\$2.24
			409-000-591-31-70-00	Rents & Leases - Longterm	\$26.07
			15%		
		Total Invoice - 32422460			\$188.76
	Total 27022				\$188.76
Total Canon Financial Services INC.					\$188.76
Commercial Fire Protection Inc.					
	27023			2024 - May - 1st Council Meeting	
		Invoice - 73024			
			Fire Hall Security Monitoring		
			001-000-522-20-48-01	Building Repair & Maintenance	\$81.15
		Total Invoice - 73024			\$81.15
	Total 27023				\$81.15
Total Commercial Fire Protection Inc.					\$81.15

Vendor	Number	Reference	Account Number	Description	Amount
Copiers Northwest					
	27024			2024 - May - 1st Council Meeting	
		Invoice - INV2814831			
		Copies			
		001-000-518-30-31-00		Office & Operating Supplies	\$40.20
		70			
		401-000-534-80-31-00		Office & Operating Supplies	\$8.61
		15			
		409-000-535-80-31-00		Office & Operating Supplies	\$8.61
		15			
		Total Invoice - INV2814831			\$57.42
	Total 27024				\$57.42
Total Copiers Northwest					\$57.42
Crystal Springs					
	27025			2024 - May - 1st Council Meeting	
		Invoice - 5383122 041724			
		Distilled Water/Water			
		001-000-518-30-47-00		Public Utility Services	\$63.90
		409-000-535-80-31-02		Lab Supplies	\$59.57
		WWTP Distilled Water			
		Total Invoice - 5383122 041724			\$123.47
	Total 27025				\$123.47
Total Crystal Springs					\$123.47
Denise Fox					
	27026			2024 - May - 1st Council Meeting	
		Invoice - FoxGCDepositRefund5/4-5/5/2024			
		Fox GC Deposit Refund 5/4-5/5/2024			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - FoxGCDepositRefund5/4-5/5/2024			\$215.00
	Total 27026				\$215.00
Total Denise Fox					\$215.00
Edge Analytical					
	27027			2024 - May - 1st Council Meeting	
		Invoice - 24-09669			
		Influent/Effluent Testing			
		409-000-535-80-48-05		Materials/Testing	\$388.50
		Sewer Testing			
		Total Invoice - 24-09669			\$388.50
		Invoice - 24-10300			
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$194.00
		Compost Testing Biosolids			
		Total Invoice - 24-10300			\$194.00

Vendor	Number	Reference	Account Number	Description	Amount
Invoice - 24-10307					
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$1,249.50
				Compost Testing Biosolids	
Total Invoice - 24-10307					
Invoice - 24-10661					
		Effluent Testing			
		409-000-535-80-48-05		Materials/Testing	\$49.50
				Sewer Testing	
Total Invoice - 24-10661					
Invoice - 24-12320					
		Coliform Testing			
		401-000-534-80-41-00		Professional Services	\$25.00
			Water Testing	Samples	
Total Invoice - 24-12320					
Invoice - MED0070					
		Compost Testing			
		412-000-554-90-48-05		Compost Testing/Materials	\$67.00
				Compost Testing Biosolids	
Total Invoice - MED0070					
Total 27027					\$1,973.50
Total Edge Analytical					\$1,973.50
Environmental Resource Associates					
	27028			2024 - May - 1st Council Meeting	
		Invoice - 073948			
			Sewer Lab Testing Materials		
			409-000-535-80-48-05	Materials/Testing	\$827.69
Total Invoice - 073948					
Total 27028					\$827.69
Total Environmental Resource Associates					\$827.69
Farmers Equipment Company Inc					
	27029			2024 - May - 1st Council Meeting	
		Invoice - BUR-2010613			
			Repair Compost Mixer		
			412-000-554-90-48-06	Compost Machinery/Equip	\$2,433.72
Total Invoice - BUR-2010613					
Total 27029					\$2,433.72
Total Farmers Equipment Company Inc					\$2,433.72

Vendor	Number	Reference	Account Number	Description	Amount
Fastenal Company					
	27030			2024 - May - 1st Council Meeting	
		Invoice - WAANA155592			
		Wippers			
		409-000-535-80-31-02		Lab Supplies	\$235.40
		Total Invoice - WAANA155592			\$235.40
		Invoice - WAANA155672			
		Soap Dispensers/Hand Soap/TP/Garbage Bags			
		003-000-575-50-31-05		Public Restroom Supplies	\$1,471.43
		Total Invoice - WAANA155672			\$1,471.43
					\$1,706.83
					\$1,706.83
	Total 27030				
Total Fastenal Company					
Grainger					
	27031			2024 - May - 1st Council Meeting	
		Invoice - 9091209040			
		Sampling Bag & Bow Rake			
		409-000-535-80-31-02		Lab Supplies	\$255.92
		Total Invoice - 9091209040			\$255.92
		Invoice - 9092189175			
		Pipe Cement			
		409-000-535-80-48-01		Plant Repair & Maintenance	\$42.16
		Total Invoice - 9092189175			\$42.16
					\$298.08
					\$298.08
	Total 27031				
Total Grainger					
Invoice Cloud					
	2018223			2024 - May - 1st Council Meeting	
		Invoice - 1022-2024-4			
		CC Payment Fees			
		001-000-514-23-41-03		Bank Service Charges	\$167.80
		Total Invoice - 1022-2024-4			\$167.80
					\$167.80
					\$167.80
	Total 2018223				
Total Invoice Cloud					
John H. Hanks					
	27032			2024 - May - 1st Council Meeting	
		Invoice - 7606			
		Remote Computers & Setup/Computer Maint. & Records Request			
		001-000-513-10-35-00		Admin Small Tools & Equipment	\$850.00
		001-000-513-10-41-00		Admin Professional Services	\$500.00
		001-000-514-23-35-00		Small Tools & Equipment	\$850.00
		001-000-514-23-41-00		Professional Services	\$200.00
		001-000-518-30-48-00		Computer/Server Maintenance	\$476.79
		Total Invoice - 7606			\$2,876.79

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 7621			
				WiFi Access Updates in Town Hall/Setup VPN Fire Dept.	
			001-000-518-30-48-01	Building Repair & Maintenance	\$925.80
			001-000-522-20-41-00	Professional Services	\$150.00
		Total Invoice - 7621			\$1,075.80
	Total 27032				\$3,952.59
Total John H. Hanks					\$3,952.59
Kara Stamback					
	27033			2024 - May - 1st Council Meeting	
		Invoice - StambackGCDepRef4/13/24			
				Stamback Garden Club Dep Ref 4/13/24	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - StambackGCDepRef4/13/24			\$215.00
	Total 27033				\$215.00
Total Kara Stamback					\$215.00
Kitsap Bank					
	27014			2024 - May - 1st Council Meeting	
		Invoice - LAC-2018-12			
				La Conner Whitney Water Main Bond PMT	
			401-000-591-34-70-00	Water Main Phs 1 Principal	\$21,000.00
			401-000-592-34-80-00	Water Main Phs 1 Interest	\$14,636.80
		Total Invoice - LAC-2018-12			\$35,636.80
	Total 27014				\$35,636.80
	27015			2024 - May - 1st Council Meeting	
		Invoice - LAC-2017-13			
				Fire Hall Bond Interest	
			214-000-592-22-80-00	Interest Payment	\$7,194.63
		Total Invoice - LAC-2017-13			\$7,194.63
	Total 27015				\$7,194.63
Total Kitsap Bank					\$42,831.43
La Conner Weekly News					
	27034			2024 - May - 1st Council Meeting	
		Invoice - 10675			
				Publishing of Ordinance 1245	
			001-000-514-23-44-00	Advertising	\$39.00
		Total Invoice - 10675			\$39.00
		Invoice - 10744			
				Publishing of Ordinance 1246	
			001-000-514-23-44-00	Advertising	\$37.00
		Total Invoice - 10744			\$37.00
	Total 27034				\$76.00
Total La Conner Weekly News					\$76.00

Vendor	Number	Reference	Account Number	Description	Amount
Margaret Hillard					
	27035			2024 - May - 1st Council Meeting	
		Invoice - MHApr2024		Senior Center Supplies	
			001-000-575-50-30-00	Senior Center Supplies	\$143.42
		Total Invoice - MHApr2024			\$143.42
	Total 27035				\$143.42
Total Margaret Hillard					\$143.42
Marna Hanneman					
	27036			2024 - May - 1st Council Meeting	
		Invoice - BVTails5/4/24		Coffee for the Mayor May 2024 Community Meeting	
			001-000-513-10-41-01	Mayor Professional Services	\$37.05
		Total Invoice - BVTails5/4/24			\$37.05
	Total 27036				\$37.05
Total Marna Hanneman					\$37.05
Michael Davolio, AICP					
	27037			2024 - May - 1st Council Meeting	
		Invoice - Inv#39		April 2024 Planning Charges	
			001-000-558-60-41-00	Professional Services - Planner	\$8,370.00
		Total Invoice - Inv#39			\$8,370.00
	Total 27037				\$8,370.00
Total Michael Davolio, AICP					\$8,370.00
Mid-American Research					
	27038			2024 - May - 1st Council Meeting	
		Invoice - 0817081-IN		Glass Cleaner, De-Limer & Hand Cleaner	
			409-000-535-80-31-00	Office & Operating Supplies	\$772.00
		Total Invoice - 0817081-IN			\$772.00
	Total 27038				\$772.00
Total Mid-American Research					\$772.00
Mortenson Signs					
	27039			2024 - May - 1st Council Meeting	
		Invoice - 113996		Vinyl Town Logo - Replacement on PW Equipment	
			401-000-534-80-41-00	Professional Services	\$199.39
		Total Invoice - 113996			\$199.39

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 114215			
		Town Hall Sign - New Hours			
		001-000-518-30-48-01		Building Repair & Maintenance	\$93.34
		Total Invoice - 114215			\$93.34
	Total 27039				\$292.73
Total Mortenson Signs					\$292.73
Motorola Solutions					
	27040			2024 - May - 1st Council Meeting	
		Invoice - 8281861522			
		Fire Dept. Handheld Radios			
		001-000-522-20-42-00		Communications	\$10,678.64
		Total Invoice - 8281861522			\$10,678.64
	Total 27040				\$10,678.64
Total Motorola Solutions					\$10,678.64
Nelson-Reisner					
	27041			2024 - May - 1st Council Meeting	
		Invoice - CL75804			
		Fire Dept. Fuel			
		001-000-521-70-32-00	Fuel		\$31.68
		Code Enf. 1/2 Maverick Truck			
		001-000-522-20-32-00	Fuel		\$356.84
		Fire Dept.			
		Total Invoice - CL75804			\$388.52
		Invoice - CL75805			
		PW Fuel			
		401-000-534-80-32-00	Fuel		\$1,146.67
		Public Works			
		Total Invoice - CL75805			\$1,146.67
	Total 27041				\$1,535.19
Total Nelson-Reisner					\$1,535.19
North Central Laboratory					
	27042			2024 - May - 1st Council Meeting	
		Invoice - 502603			
		Dig Remote Cert Therm & BOD, Oven Thermometer			
		409-000-535-80-31-02	Lab Supplies		\$621.01
		Total Invoice - 502603			\$621.01
	Total 27042				\$621.01
Total North Central Laboratory					\$621.01

Vendor	Number	Reference	Account Number	Description	Amount
North Hills Resources					
	27043			2024 - May - 1st Council Meeting	
		Invoice - 40191			
			Pile Grinding		
			412-000-554-90-41-07	Pile Grinding	\$10,968.60
		Total Invoice - 40191			\$10,968.60
	Total 27043				\$10,968.60
Total North Hills Resources					\$10,968.60
NP Information Systems					
	27044			2024 - May - 1st Council Meeting	
		Invoice - 188872			
			Phones		
			001-000-518-30-42-00	Communications	\$342.04
			Town Hall 70%		
			001-000-522-20-42-00	Communications	\$48.86
			Fire Dept. 10%		
			401-000-534-80-42-00	Communications	\$48.86
			Public Works 10%		
			409-000-535-80-42-00	Communications	\$48.86
			WWTP 10%		
		Total Invoice - 188872			\$488.62
	Total 27044				\$488.62
Total NP Information Systems					\$488.62
ORCA Communication Systems					
	27045			2024 - May - 1st Council Meeting	
		Invoice - 38783			
			Employee Background Check - Herring		
			001-000-518-30-41-00	Professional Services	\$100.00
		Total Invoice - 38783			\$100.00
	Total 27045				\$100.00
Total ORCA Communication Systems					\$100.00
Port of Skagit Co.					
	27046			2024 - May - 1st Council Meeting	
		Invoice - POSMay2024			
			Public Works Lease		
			002-000-576-80-45-00	Rents & Leases - Short Term	\$246.44
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$246.44
			10% PW Lease		
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$246.44
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$985.77
			40% PW Lease		

Vendor	Number	Reference	Account Number	Description	Amount
			403-000-531-38-45-00	Rents & Leases - Short Term	\$739.32
			30% PW Lease		
		Total Invoice - POSMay2024			\$2,464.41
Total 27046					\$2,464.41
Total Port of Skagit Co.					\$2,464.41
Puget Sound Energy					
27047				2024 - May - 1st Council Meeting	
		Invoice - PSEMAY2024			
		Utility - Electric			
		003-000-575-50-47-01	Public Utility Services-MH/MC		\$10.85
		104 Commercial - Maple Hall			
		005-000-542-63-47-00	Public Utility Services		\$586.76
		125 1st Street LC Post Office #300000002505			
		005-000-542-63-47-00	Public Utility Services		\$825.03
		Street lights Acct #300000001705			
		409-000-535-80-47-00	Public Utility Services		\$11,458.05
		12154 Chilberg Rd WWTP			
		Total Invoice - PSEMAY2024			\$12,880.69
Total 27047					\$12,880.69
Total Puget Sound Energy					\$12,880.69
Pye - Barker Fire & Safety					
27048				2024 - May - 1st Council Meeting	
		Invoice - PSI1286507			
		Annual Maint./Inspection of Fire Extinguishers - Maple Hall			
		003-000-575-50-48-01	Building Repair & Maint-MH/MC		\$154.76
		Total Invoice - PSI1286507			\$154.76
		Invoice - PSI1286553			
		Annual Maint./Inspection of Fire Extinguishers - Garden Club			
		003-000-575-50-48-02	Building Repair & Maint-GC		\$137.37
		Total Invoice - PSI1286553			\$137.37
		Invoice - PSI1286601			
		Annual Maint. for Extinguishers & Medical Supply Refil - Public Works			
		002-000-576-80-41-00	Professional Services		\$413.31
		401-000-534-80-41-00	Professional Services		\$413.32
		403-000-531-38-41-00	Professional Services		\$413.31
		Total Invoice - PSI1286601			\$1,239.94
		Invoice - PSI1286491			
		Annual Maint. for Extinguishers and Medical Supply Refill - Town Hall			
		001-000-518-30-48-01	Building Repair & Maintenance		\$295.66
		Total Invoice - PSI1286491			\$295.66
Total 27048					\$1,827.73
Total Pye - Barker Fire & Safety					\$1,827.73

Vendor	Number	Reference	Account Number	Description	Amount
Quality Services					
	27049			2024 - May - 1st Council Meeting	
		Invoice - QualSvc4/2024			
			Apr 2024 Facility Cleaning		
			003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$641.25
		Total Invoice - QualSvc4/2024			\$641.25
	Total 27049				\$641.25
Total Quality Services					\$641.25
Simply Yards					
	27050			2024 - May - 1st Council Meeting	
		Invoice - 59787			
			Landscape Maint.		
			002-000-576-80-48-03	System Repair & Maintenance	\$4,061.64
		Total Invoice - 59787			\$4,061.64
	Total 27050				\$4,061.64
Total Simply Yards					\$4,061.64
Skagit Artists Together					
	27051			2024 - May - 1st Council Meeting	
		Invoice - SkagArtistMHDepRef4/15/24			
			Skagit Artists Maple Hall Dep Ref 4/15/24		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$450.00
		Total Invoice - SkagArtistMHDepRef4/15/24			\$450.00
	Total 27051				\$450.00
Total Skagit Artists Together					\$450.00
Skagit County Public Health Dept					
	27052			2024 - May - 1st Council Meeting	
		Invoice - 2667			
			1st Qtr 2024 Liquor Tax		
			001-000-566-00-41-16	Alcoholism	\$255.76
		Total Invoice - 2667			\$255.76
	Total 27052				\$255.76
Total Skagit County Public Health Dept					\$255.76
Skagit County Sheriff Office					
	27053			2024 - May - 1st Council Meeting	
		Invoice - Apr2024CountyJailTax			
			April 2024 County Jail Tax		
			631-000-589-40-00-00	Special Use Tax - County Jail	\$4,399.29
				Special Use Tax - County Jail	
		Total Invoice - Apr2024CountyJailTax			\$4,399.29
	Total 27053				\$4,399.29
Total Skagit County Sheriff Office					\$4,399.29

Vendor	Number	Reference	Account Number	Description	Amount
Starkenburg Shavings Inc.					
	27054			2024 - May - 1st Council Meeting	
		Invoice - 140074			
			120 Yards Unscreened Chips 412-000-554-90-48-05	Compost Testing/Materials	\$1,390.51
		Total Invoice - 140074			\$1,390.51
		Invoice - 140077			
			120 Yards Unscreened Chips 412-000-554-90-48-05	Compost Testing/Materials	\$1,390.51
		Total Invoice - 140077			\$1,390.51
	Total 27054				\$2,781.02
Total Starkenburg Shavings Inc.					\$2,781.02
Tacoma Screw Products					
	27055			2024 - May - 1st Council Meeting	
		Invoice - 260087841-01			
			Rechargeable Headlamp 002-000-576-80-35-00	Small Tools & Equipment	\$97.69
		Total Invoice - 260087841-01			\$97.69
		Invoice - 260093352-00			
			Lag Screws & Flat Washers 002-000-576-80-48-01	Building Repair & Maintenance	\$103.86
		Total Invoice - 260093352-00			\$103.86
	Total 27055				\$201.55
Total Tacoma Screw Products					\$201.55
Tillinghast Postal					
	27056			2024 - May - 1st Council Meeting	
		Invoice - 127127			
			Lamination Svc for Gilkey Sq. History 002-000-576-80-41-00	Professional Services	\$7.27
		Total Invoice - 127127			\$7.27
	Total 27056				\$7.27
Total Tillinghast Postal					\$7.27
Town of La Conner					
	27057			2024 - May - 1st Council Meeting	
		Invoice - TOLApr2024WtrChgs			
			Town Water Chagres April 2024		
			001-000-518-30-47-00	Public Utility Services	\$196.85
			204 Douglas - Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$134.18
			Fire Hall - 12142 Chilberg		
			002-000-576-80-47-00	Public Utility Services	\$73.94
			Skateboard Park - 528 6th Street		

Vendor	Number	Reference	Account Number	Description	Amount
			002-000-576-80-47-00	Public Utility Services	\$73.87
				Washington Street Park	
			002-000-576-80-47-00	Public Utility Services	\$46.82
				Flag Pole/Monument	
			002-000-576-80-47-00	Public Utility Services	\$163.99
				Pioneer Park	
			002-000-576-80-47-00	Public Utility Services	\$100.92
				1st Street Merchant Park	
			002-000-576-80-47-00	Public Utility Services	\$46.96
				Benton Street Stairs	
			002-000-576-80-48-01	Building Repair & Maintenance	\$52.83
				Waterfront Park Irrigation #2	
			002-000-576-80-48-01	Building Repair & Maintenance	\$56.04
				Waterfront Park Irrigation #1	
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$310.58
				108 Commercial - Maple Hall	
			003-000-575-50-47-02	Public Utility Services-GC	\$111.88
				622 South 2nd St - GC	
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$327.71
				304 Morris St Restroom	
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$450.72
				613 South First St Restroom	
			401-000-534-80-47-00	Public Utility Services	\$134.05
				PW Washpad - 12142 Chilberg	
			401-000-534-80-47-00	Public Utility Services	\$123.66
				604 Third St N - PW Office	
			409-000-535-80-47-00	Public Utility Services	\$73.87
				Dunlap Street Pump	
			409-000-535-80-47-00	Public Utility Services	\$167.12
				WWTP Hydrant	
			409-000-535-80-47-00	Public Utility Services	\$176.70
				WWTP - 12154 Chilberg Road	
			409-000-535-80-47-00	Public Utility Services	\$1,017.55
				WWTP Belt Filter Press	
			Total Invoice - TOLApr2024WtrChgs		\$3,840.24
		Total 27057			\$3,840.24
		Total Town of La Conner			\$3,840.24

United Rentals (North America) Inc.
27058

2024 - May - 1st Council Meeting

Invoice - 231937003-001

Annual Maint./Inspection on Genie Lift
002-000-576-80-41-00 Professional Services

\$464.55

Vendor	Number	Reference	Account Number	Description	Amount
			003-000-575-50-41-00	Professional Services	\$464.55
		Total Invoice - 231937003-001			\$929.10
	Total 27058				\$929.10
Total United Rentals (North America) Inc.					\$929.10
United Site Services					
	27059			2024 - May - 1st Council Meeting	
		Invoice - Inv-4456648			
		Port a Potty - N. 6th & Morris Public Works			
		002-000-576-80-41-00	Professional Services		\$215.44
		Total Invoice - Inv-4456648			\$215.44
		Invoice - Inv-4463454			
		Port a Potty - 3rd & Morris (John Hammer Park)			
		002-000-576-80-41-00	Professional Services		\$201.75
		Total Invoice - Inv-4463454			\$201.75
		Invoice -Inv-4460564			
		Port a Potty - Waterfront Park			
		002-000-576-80-41-00	Professional Services		\$213.25
		Total Invoice -Inv-4460564			\$213.25
	Total 27059				\$630.44
Total United Site Services					\$630.44
US Bank-Parking Meter Fees					
	2018224			2024 - May - 1st Council Meeting	
		Invoice - USBnk43024			
		Payment Station Fees			
		002-000-576-80-41-00	Professional Services		\$347.65
		Moorage/Launch Processing Fees			
		005-000-542-65-48-00	Repair & Maintenance		\$347.65
		Parking Lot Processing Fees			
		Total Invoice - USBnk43024			\$695.30
	Total 2018224				\$695.30
Total US Bank-Parking Meter Fees					\$695.30
USA Bluebook					
	27060			2024 - May - 1st Council Meeting	
		Invoice - INV00333123			
		CAIGas 58L			
		409-000-535-80-31-02	Lab Supplies		\$338.81
		Total Invoice - INV00333123			\$338.81

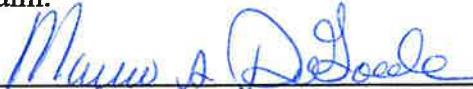
Vendor	Number	Reference	Account Number	Description	Amount
Invoice - INV00339463					
			Sensor Cap, Probes & Electrode Gel		
			409-000-535-80-31-00	Office & Operating Supplies	\$822.34
					\$822.34
			Total Invoice - INV00339463		
					\$1,161.15
					\$1,161.15
		Total 27060			
Total USA Bluebook					
Ven Tek International					
	27061	2024 - May - 1st Council Meeting			
		Invoice - 143640			
			Payment Station Maint.		
			002-000-576-80-41-00	Professional Services	\$203.62
			005-000-542-65-48-00	Repair & Maintenance	\$203.63
			Total Invoice - 143640		
					\$407.25
					\$407.25
		Total 27061			
Total Ven Tek International					
Waste Management of Skagit					
	27062	2024 - May - 1st Council Meeting			
		Invoice - 2601239-0043-3			
			Recycle & Garbage		
			409-000-535-80-47-00	Public Utility Services	\$694.28
			WWTP		
			Total Invoice - 2601239-0043-3		
					\$694.28
		Invoice - 2602059-0043-4			
			Garbage		
			005-000-543-50-48-04	Refuse Disposal	\$707.84
			Public Works		
			Total Invoice - 2602059-0043-4		
					\$707.84
		Invoice - 2602407-0043-5			
			Garbage		
			001-000-522-20-47-00	Public Utility Services	\$48.97
			Fire Dept.		
			Total Invoice - 2602407-0043-5		
					\$48.97
		Invoice - 2610413-0043-4			
			Recycle & Garbage		
			001-000-518-30-47-00	Public Utility Services	\$519.12
			Town Hall/Sheriff		
			Total Invoice - 2610413-0043-4		
					\$519.12
		Total 27062			
Total Waste Management of Skagit					

Vendor	Number	Reference	Account Number	Description	Amount
Water-Wasterwater Services					
	27063			2024 - May - 1st Council Meeting	
		Invoice - 58883		WWTP April 2024 Charges	
			409-000-535-80-41-03	Plant Operator	\$19,333.48
				Sewer Plant Operations	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$160.07
				Reimbursables	
			412-000-554-90-41-05	Compost Operator	\$18,083.65
				Compost Operations	
				Total Invoice - 58883	\$37,577.20
				Total 27063	\$37,577.20
				Total Water-Wasterwater Services	\$37,577.20
Wave Broadband					
	27064			2024 - May - 1st Council Meeting	
		Invoice - WaveMay2024		Phones & Internet	
			001-000-518-30-42-00	Communications	\$1,458.53
				TH Internet & phones	
			003-000-575-50-42-01	Communications-MH/MC	\$455.88
				MH/MC Internet & phones	
			401-000-534-80-42-00	Communications	\$328.00
				PW Office Internet & phones - 604 3rd N	
			409-000-535-80-42-00	Communications	\$20.63
				WWTP Marina Lift Station	
				Total Invoice - WaveMay2024	\$2,263.04
				Total 27064	\$2,263.04
				Total Wave Broadband	\$2,263.04
Wayne Hill					
	27065			2024 - May - 1st Council Meeting	
		Invoice - HillGCCancellation6/29/24		Hill Garden Club Cancellation 6/29/24	
			003-000-575-50-45-73	Facilities Rental Cancellation	\$150.00
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$350.00
					\$500.00
				Total Invoice - HillGCCancellation6/29/24	\$500.00
				Total 27065	\$500.00
				Total Wayne Hill	\$500.00
Grand Total		Vendor Count	53		\$172,123.29



Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **April 16, 2024** through **April 30, 2024** 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:

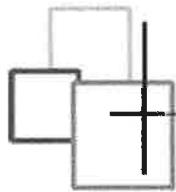
Payroll checks numbered 5893 through 5900	\$2,523.77
Auto Payments:	
AWC Benefit Trust #2018218	\$11,710.94
Deferred Comp #2018219	\$2,484.89
PERS Retirement #2018220	\$11,537.42
Teamsters Benefit #2018221	\$8,926.00
Auto Payroll Taxes #2018222	\$10,051.46
Payroll Auto Deposit	\$29,613.43

are approved for a total payment of **\$76,847.91** this 14th day of May, 2024.

Councilmember – Finance Committee

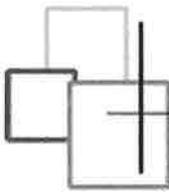
Councilmember – Finance Committee

Councilmember



Register

Number	Name	Fiscal Description	Cleared	Amount
5893	Dept of Labor & Industry	2024 - May - 1st Council Meeting		\$1,205.44
5894	Employment Security	2024 - May - 1st Council Meeting		\$78.17
5895	Empower Annuity Ins. Co of America	2024 - May - 1st Council Meeting		\$75.00
5896	North Coast Credit Union	2024 - May - 1st Council Meeting		\$150.00
5897	Paid Family & Medical Leave	2024 - May - 1st Council Meeting		\$220.07
5898	Teamsters Local No. 231	2024 - May - 1st Council Meeting		\$180.50
5899	Wa Cares Fund	2024 - May - 1st Council Meeting		\$144.49
5900	Washington State Support Registry	2024 - May - 1st Council Meeting		\$470.10
2018218	AWC Employee Benefit Trust	2024 - May - 1st Council Meeting		\$11,710.94
2018219	Dept of Retirement - Def Comp	2024 - May - 1st Council Meeting		\$2,484.89
2018220	Dept of Retirement Systems	2024 - May - 1st Council Meeting		\$11,537.42
2018221	WA Teamsters Welfare Trust	2024 - May - 1st Council Meeting		\$8,926.00
2018222	Washington Federal	2024 - May - 1st Council Meeting		\$10,051.46
<u>Direct Deposit Run -</u>	Payroll Vendor	2024 - May - 1st Council Meeting		\$29,613.43
<u>5/1/2024</u>				\$76,847.91



Register Activity

Direct	Reference	Posted Reference	Detail Amount
Direct Deposit Run - 5/1/2024		2024 - May - 1st Council Meeting	\$29,613.43
Avery, Adam W	Payroll Vendor	Posting Run - 5/1/2024 7:33:08 AM	\$273.72
Avery, Annie L	ACH Pay - 6973	Posting Run - 5/1/2024 7:33:08 AM	\$182.48
Banaszak, Sam E	ACH Pay - 6976	Posting Run - 5/1/2024 7:33:08 AM	\$182.48
Carlson, Ivan J	ACH Pay - 6977	Posting Run - 5/1/2024 9:07:29 AM	\$136.65
Chamberlain, MaryLee S	ACH Pay - 6993	Posting Run - 5/1/2024 9:07:29 AM	\$136.65
Dole, Richard L	ACH Pay - 6995	Posting Run - 5/1/2024 9:07:29 AM	\$101.65
Eills, Ajah G	ACH Pay - 6980	Posting Run - 5/1/2024 9:07:29 AM	\$1,861.17
Hanneman, Marna E	ACH Pay - 6991	Posting Run - 5/1/2024 9:07:29 AM	\$324.83
Herring, Jennifer M	ACH Pay - 6981	Posting Run - 5/1/2024 9:07:29 AM	\$404.50
Hillard, Margaret A	ACH Pay - 6990	Posting Run - 5/1/2024 9:07:29 AM	\$673.90
Kerley-DeGoede, Maria A	ACH Pay - 6992	Posting Run - 5/1/2024 9:07:29 AM	\$2,289.09
Lease, Brian	ACH Pay - 6985	Posting Run - 5/1/2024 9:07:29 AM	\$3,023.37
Mesman, Benjamin	ACH Pay - 6983	Posting Run - 5/1/2024 9:07:29 AM	\$1,914.56
Mesman, Benjamin F	ACH Pay - 6974	Posting Run - 5/1/2024 9:07:29 AM	\$91.24
Moore, Andrea L	ACH Pay - 6987	Posting Run - 5/1/2024 9:07:29 AM	\$1,872.35
Palaniuk, Kevin R	ACH Pay - 6997	Posting Run - 5/1/2024 9:07:29 AM	\$2,291.85
Park, Todd W	ACH Pay - 6979	Posting Run - 5/1/2024 9:07:29 AM	\$2,584.86
Pena-Ayon, Manuel A	ACH Pay - 6988	Posting Run - 5/1/2024 9:07:29 AM	\$1,307.22
Reinstra, Aaron E.	ACH Pay - 6975	Posting Run - 5/1/2024 7:33:08 AM	\$91.24
Reinstra, Aaron M.	ACH Pay - 6994	Posting Run - 5/1/2024 9:07:29 AM	\$1,985.45
Sherman, Albert R	ACH Pay - 6986	Posting Run - 5/1/2024 9:07:29 AM	\$1,911.96
Smith, Christopher	ACH Pay - 6984	Posting Run - 5/1/2024 9:07:29 AM	\$2,647.67
Taylor, Anne M	ACH Pay - 6996	Posting Run - 5/1/2024 9:07:29 AM	\$136.65
Thomas, Scott G	ACH Pay - 6982	Posting Run - 5/1/2024 9:07:29 AM	\$3,051.24
Wohleb, Mary M	ACH Pay - 6998	Posting Run - 5/1/2024 9:07:29 AM	\$136.65
			\$29,613.43

Reports

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

TOWN OF LA CONNER
Treasurer's Report
April 2024 - Year to Date

Fund	Fund Name:	Budget	Revenues to Date	% of Budget	Budget	Expenditures to Date	% of Budget
001	General Fund	1,411,390	347,618	25%	2,315,503	381,449	16%
002	Park & Port	236,986	93,641	40%	390,532	99,836	26%
003	Facilities	537,906	44,494	8%	574,802	72,717	13%
004	Public Art	3,226	1,011	31%	2,500	908	36%
005	Streets	1,149,843	94,209	8%	1,218,696	83,817	7%
123	Hotel Motel	141,200	40,929	29%	342,111	662	0%
214	Fire Hall Bond	50,492	14,057	28%	39,125		0%
303	Flood Control	500	382	76%	500	179	0%
304	REET 1	36,790	31,090	85%	500	408	0%
305	REET 2	36,810	31,114	85%	200,500	408	0%
401	Water	1,242,027	397,216	32%	1,337,148	351,191	26%
403	Storm Drainage	367,383	113,054	31%	651,556	222,030	34%
409	Sewer	995,364	289,045	29%	1,116,569	210,443	19%
412	Sewer Compost	1,256,702	421,054	34%	1,244,152	276,164	22%
TOTALS		7,466,619	1,918,915	26%	9,434,194	1,700,213	18%

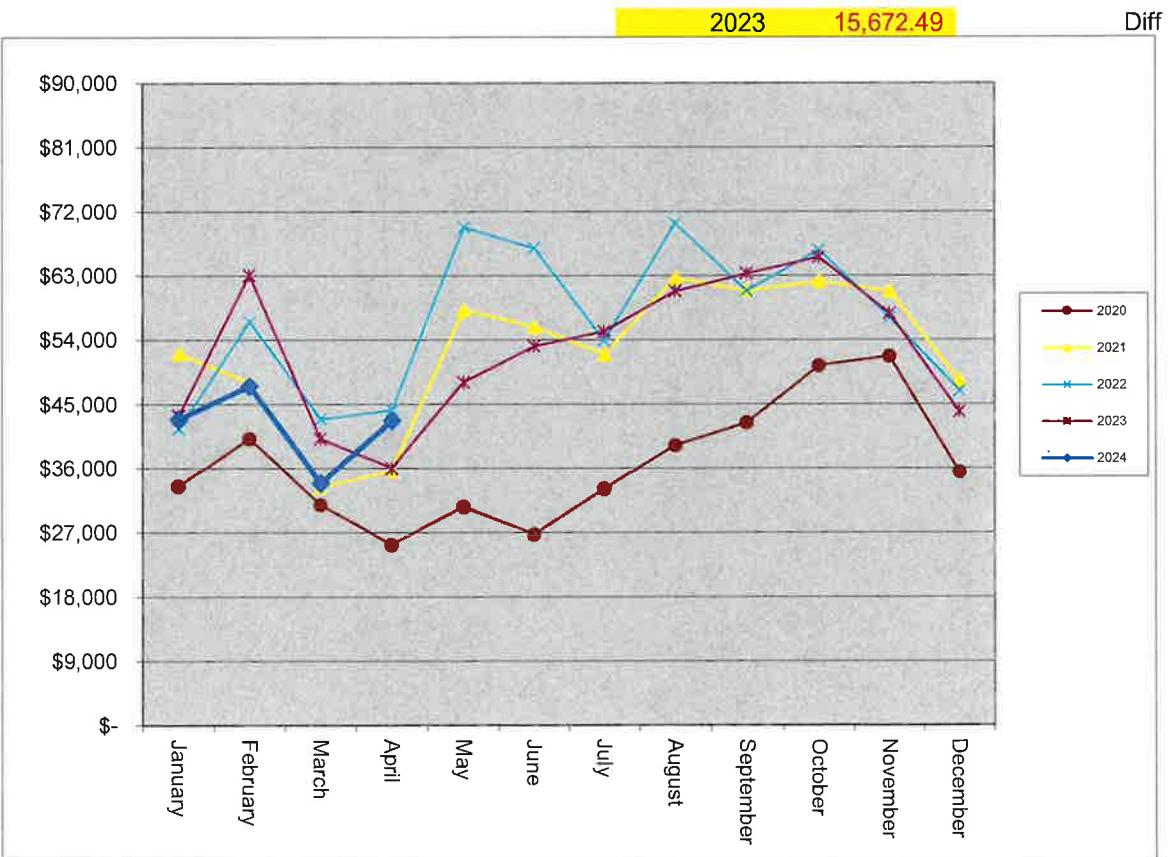
Investments:

TVI Bond - 912833LX6	247,656.00
Pacific Premier Bank CD	254,391.07
Mountain Pacific Bankd CD	250,000.00
Banner Bank CD	151,174.35
LGIP	63,749.69
	966,971.11

Town of La Conner

Sales Tax Receipts

Month	2020	2021	2022	2023	2024	
January	33,427.50	52,155.18	41,561.10	43,390.62	42,874.71	
February	40,192.52	48,035.77	56,546.93	63,103.16	47,549.13	
March	30,913.88	33,430.43	42,937.78	40,187.49	33,929.53	
April	25,318.90	35,756.91	44,209.82	36,015.58	42,670.99	
May	30,598.74	58,286.79	69,865.79	48,072.92		
June	26,758.90	55,900.26	66,878.23	53,129.86		
July	33,062.15	52,061.10	53,917.06	55,178.70		
August	39,233.38	62,720.18	70,383.49	60,820.03		
September	42,409.55	60,971.61	60,899.83	63,276.38		
October	50,406.48	62,268.96	66,647.98	65,602.87		
November	51,733.86	60,911.19	57,164.48	57,728.51		
December	35,510.27	48,334.16	46,910.27	43,947.09		
TOTAL	439,566.13	630,832.54	677,922.76	630,453.21	167,024.36	27.42%
Budgeted	469,860.00	328,202.00	492,303.00	609,181.00	609,181.00	
Rec Year to Date	439,566.13	630,832.54	677,922.76	630,453.21	167,024.36	
Annual Monthly Avg	36,630.51	52,569.38	56,493.56	52,537.77	13,918.70	
Amount needed to meet budget:					442,156.64	

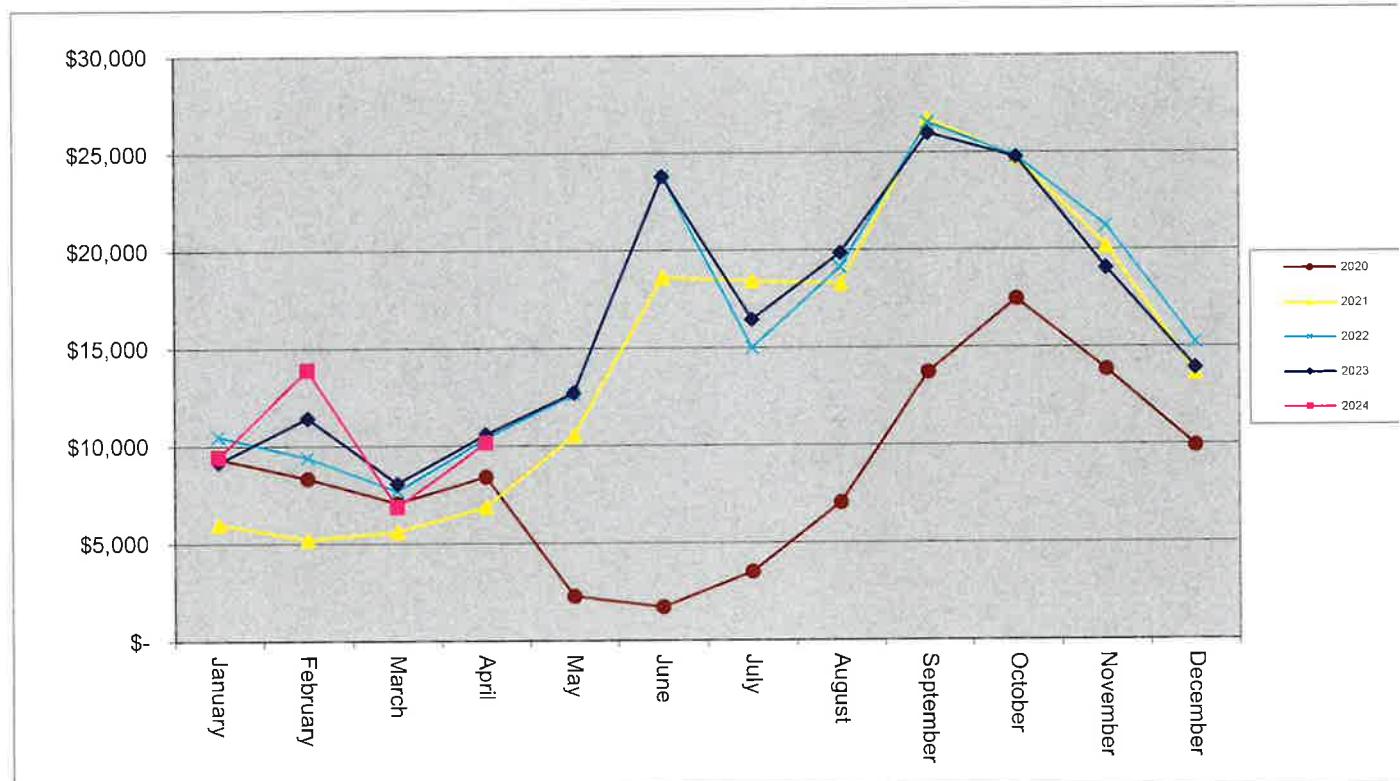


Town of La Conner

Annual Hotel/Motel Receipts

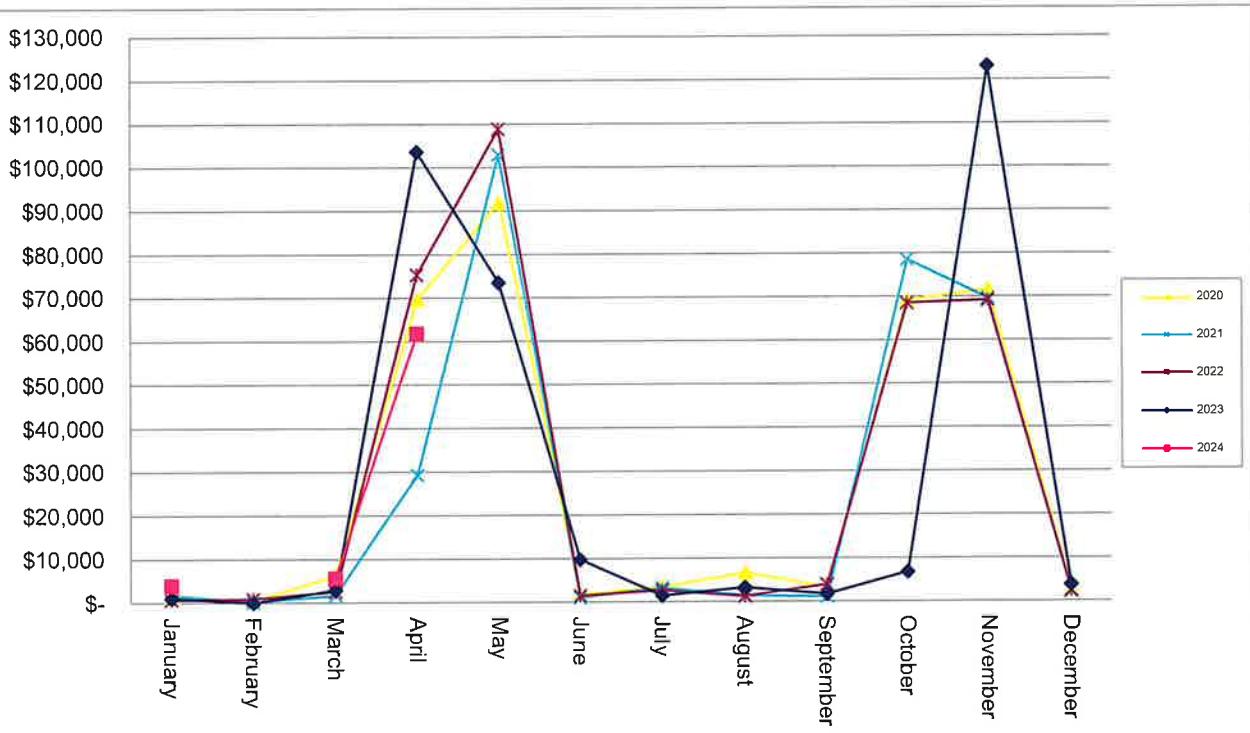
Month	2020	2021	2022	2023	2024
January	9,363.38	6,025.96	10,500.64	9,175.12	9,464.06
February	8,348.90	5,235.46	9,409.26	11,438.50	13,915.32
March	7,077.20	5,622.06	7,698.52	8,082.72	6,869.22
April	8,431.24	6,895.04	10,399.52	10,591.94	10,164.74
May	2,279.94	10,542.90	12,633.28	12,700.56	
June	1,715.92	18,643.56	23,829.20	23,784.50	
July	3,518.70	18,439.86	14,988.76	16,441.86	
August	7,056.40	18,295.26	19,136.57	19,848.46	
September	13,732.36	26,730.28	26,545.62	26,000.70	
October	17,480.20	24,731.96	24,802.90	24,761.98	
November	13,844.66	20,184.16	21,228.28	19,048.44	
December	9,930.96	13,653.56	15,232.24	13,909.48	
TOTAL	102,779.86	175,000.06	196,404.79	195,784.26	40,413.34
Budgeted	126,000.00	88,200.00	132,300.00	133,040.00	140,400.00
Received Year to Date	102,779.86	175,000.06	196,404.79	195,784.26	40,413.34
Monthly Average	8,564.99	14,583.34	16,367.07	16,315.36	3,367.78
Amount needed to meet budget:					99,986.66

28.78%



Town of La Conner
Annual Property Taxes

Month	2020	2021	2022	2023	2024	
January	1,366.53	1,735.37	679.87	1,020.21	4,001.34	
February	540.84	123.80	923.67	-	-	
March	6,187.85	1,731.98	2,479.49	2,889.62	5,655.39	
April	69,784.34	29,295.28	75,356.27	103,626.12	61,738.45	
May	92,047.43	102,991.26	108,828.88	73,546.50		
June	1,723.19	1,047.57	1,503.75	9,809.06		
July	3,510.19	3,275.00	2,725.34	1,412.30		
August	6,704.12	1,381.95	1,259.96	3,299.01		
September	3,314.93	1,100.00	3,887.71	1,714.39		
October	69,156.88	78,553.96	68,521.30	6,801.76		
November	71,812.11	69,666.72	69,178.91	123,150.38		
December	2,652.74	2,154.94	2,392.56	3,747.23		
TOTAL	328,801.15	293,057.83	337,737.71	331,016.58	71,395.18	19.99%
Budgeted	328,840.00	330,004.00	336,312	352,971	357,121	
Received Year to Date	328,801.15	293,057.83	337,737.71	331,016.58	71,395.18	
Monthly Avg	27,400.10	24,421.49	28,144.81	27,584.72	5,949.60	
Amount needed to meet budget:						285,725.82

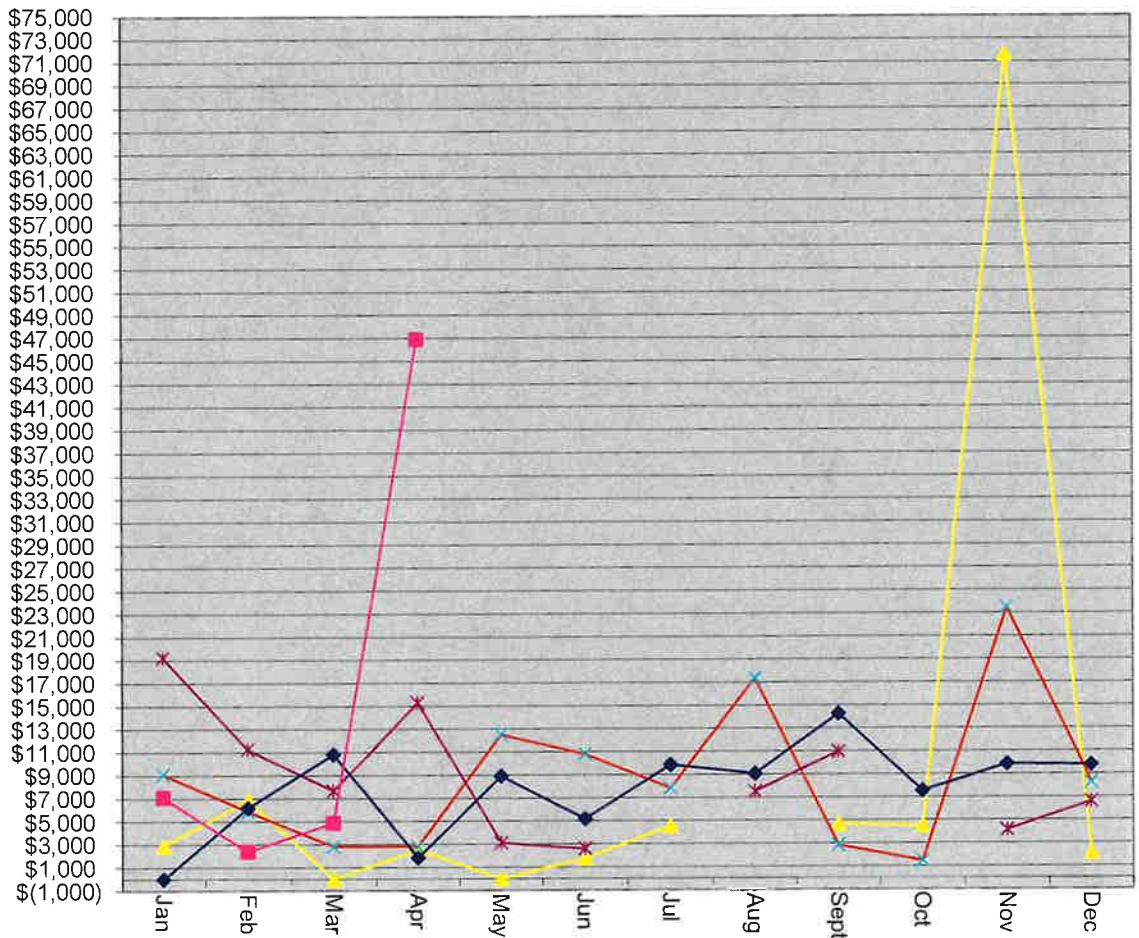


Town of La Conner Annual REET

Month	2020	2021	2022	2023	2024
Jan	2,887.09	9,078.30	19,230.75	-	7,092.50
Feb	6,878.02	5,860.80	11,263.69	6,179.19	2,376.00
Mar	-	2,796.75	7,672.50	10,820.70	4,874.50
Apr	2,538.11	2,796.75	15,300.45	1,825.00	46,887.00
May	-	12,508.65	3,118.50	8,910.00	
Jun	1,757.25	10,815.74	2,598.75	5,164.50	
Jul	4,566.37	7,825.50		9,874.25	
Aug		17,362.12	7,548.75	9,070.87	
Sept	4,682.69	2,821.50	10,976.62	14,275.00	
Oct	4,497.07	1,480.05		7,543.80	
Nov	71,626.40	23,472.90	4,149.50	9,875.00	
Dec	2,128.50	8,256.60	6,599.50	9,776.25	
TOTAL	101,561.50	105,075.66	88,459.01	93,314.56	61,230.00

Budgeted	36,000.00	36,000.00	36,000.00	72,000.00	72,000.00
Received Year to Date	101,561.50	105,075.66	88,459.01	93,314.56	61,230.00
Monthly Average	8,463.46	8,756.31	7,371.58	7,776.21	5,102.50

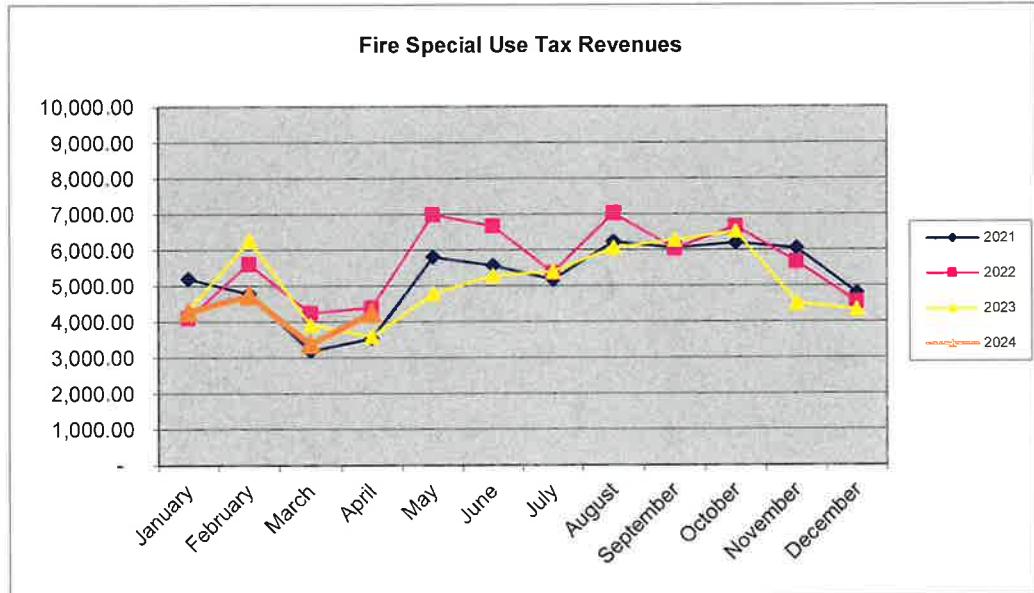
Amount needed to meet budget: 10,770.00



Town of La Conner
Special Use Fire Tax Revenue

Month	2021	2022	2023	2024	
January	5,196.26	4,108.62	4,333.29	4,280.52	
February	4,779.92	5,609.50	6,278.74	4,738.97	
March	3,192.27	4,237.71	3,923.57	3,382.21	
April	3,536.70	4,396.10	3,593.96	4,254.77	
May	5,807.88	6,984.88	4,796.78		
June	5,569.18	6,661.47	5,297.25		
July	5,170.83	5,364.02	5,393.11		
August	6,230.94	7,019.56	6,063.58		
September	6,055.85	6,041.25	6,284.28		
October	6,201.24	6,659.05	6,524.47		
November	6,052.29	5,673.70	4,516.48		
December	4,795.36	4,555.14	4,344.70		
TOTAL	62,588.72	67,311.00	61,350.21	16,656.47	33.31%
Budgeted	30,334.00	45,501.00	50,000.00	50,000.00	
Received Year to Date	62,588.72	67,311.00	61,350.21	16,656.47	
Monthly Avg	5,215.73	5,609.25	5,112.52	1,388.04	

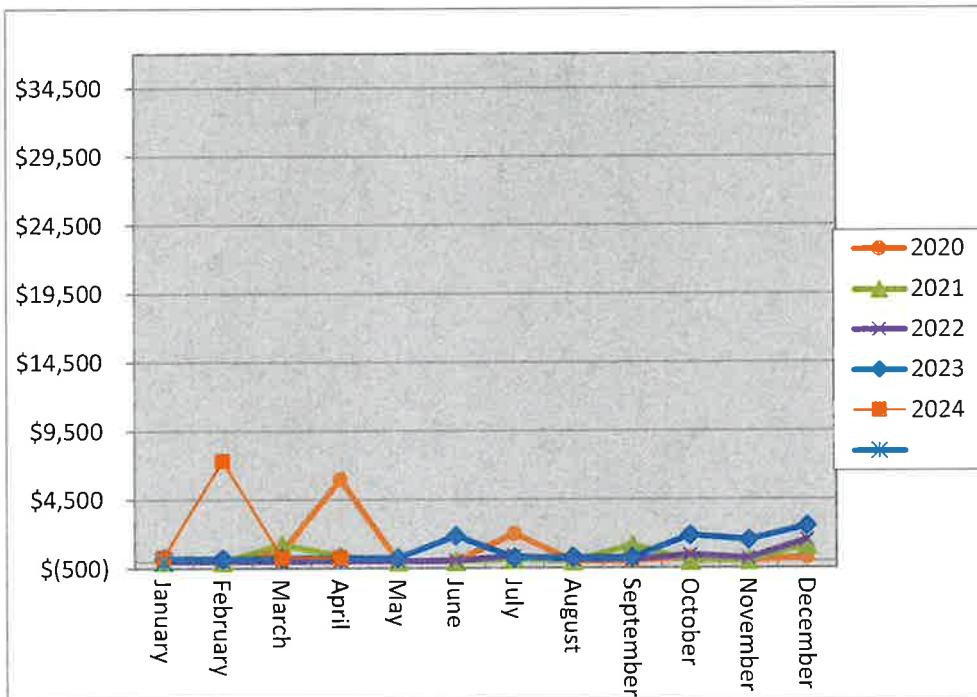
Amount needed to meet budget: **33,343.53**
2023 **1,473.09** Diff



Town of La Conner

Investment Interest Receipts

Month	2020	2021	2022	2023	2024	
January	85.01	53.53	4.52	222.14	288.36	
February	77.60	6.04	4.86	211.19	7,298.06	
March	654.91	1,256.42	11.21	242.20	290.11	
April	5,977.72	396.24	19.48	243.73	281.56	
May	24.67	3.80	35.04	264.29		
June	17.74	3.62	48.70	1,847.72		
July	2,000.42	141.11	382.44	271.13		
August	12.71	3.92	112.03	277.67		
September	9.88	1,169.94	123.87	272.22		
October	283.03	4.66	446.26	1,881.45		
November	7.74	59.37	182.53	1,550.19		
December	279.06	1,157.59	1,549.18	2,546.09		
TOTAL	9,430.49	4,256.24	2,920.12	9,830.02	8,158.09	106.71%
Budgeted	5,500.00	4,465.00	4,581.00	5,079.00	7,645.00	
Received Year to Date	9,430.49	4,256.24	2,920.12	9,830.02	8,158.09	
Monthly Average	785.87	354.69	243.34	819.17	679.84	
Amount needed to meet budget:						(513.09)





TOWN OF LA CONNER

Monthly Planner's Report

April 2024

NEW APPLICATIONS ACCEPTED:

Land Use

- LU24-12SX, 109 N. 1st Street, minor repair and window maintenance
- LU24-13RM, 619 S. 4th Street, fence fragment minor new construction
- LU24-14HDR-ADMIN, 619 S. 4th Street, fence fragment
- LU24-15HDR-ADMIN, 703 4th Street repaint
- LU24-16CU-IV, 318 Morris Street, short term rental
- LU24-17CU-IV, 110 N. 1st Street, short term rental
- LU24-18STV, 818 S. 4th Street, street vacation
- LU24-19HDR, 619 S. 1st Street, gazebo placement
- LU24-20RM, 701 S. 3rd Street, minor internal remodel

Page | 1

Building Permit

- BP24-18BF, 733 Maple Ave, ADU addition
- BP24-19ROW, 109 N. 1st Street, replacing deck above ROW
- BP24-20ROW, 204 N. 1st Street, classic car event
- BP24-21ROW, 931 Maple Ave, utility work

Planning Commission:

The Planning Commission met on April 2nd, and April 16th. On April 2nd, the commission engaged in a discussion regarding First Street, and staff presented specific data on underdeveloped residential parcels in La Conner. On April 16th, staff presented information regarding the public engagement process both for changes to First Street and for use of the Jenson Property, and the commission discussed parking. On April 25th, there was a Planning Commission Meeting that functioned as a Community Mingle regarding the use of the Jenson property

Hearing Examiner:

There was no business before the Hearing Examiner in April 2024. The next Hearing Examiner hearing will be on June 4th at 4:30 pm.

Comprehensive Plan Update:

This month, staff completed the Land Use Capacity Analysis for the Residential Zone of La Conner. This is an integral part of the Housing element of the comprehensive plan. Information regarding South First Street will be included in the Transportation element of the comprehensive plan.

General Planning Activities:

- Staff are continuing to review the Public Participation Program currently in place and are testing new methods of public engagement, such as Community Mingles.
- Staff are continuing to engage in collaboration with La Conner's neighbors, including the Swinomish Tribe, the Port of Skagit, and the La Conner School District.
- Staff are reviewing the current files for record retention requirements.
- Continuing review of development and permit applications.
- Continuing response to public inquiries regarding land use.
- Continuing issuance of permits.
- Long term planning priorities:
 - Neighborhood plan for Commercial Transitional Zone.
 - 2023-2025 Comprehensive Plan Update
 - Public Participation and Communication

Public Works

Department Head Report

April – 2024

Water:

- Annual Consumer Confidence Report. Will be mailed out with May's utility billing.
- Annual Water Use Efficacy Report. Will be posted on the town's Website Mid-May.
- Water System Comprehensive Plan Update; Chapters 1-9 review complete, Chapter 10 is time consuming with sub-plans and plan to have the complete draft version for SEPA review late June.

Drainage:

- Inspection of all outfalls collection system along the waterfront with one in need of repair.
- Continuing storm drain system maintenance with heavy rains and debris.
- Public works completed storm drain improvements along North 6th Street.

Streets:

- Asphalt and gravel pothole repairs.
- The TIB grant for pedestrian improvement project, Design is underway with sidewalks on Washington Ave, Road St. along with (RRFB) flashing beacon crosswalks on Maple Ave. Archeologist have completed the Cultural Resources Survey Report and approved by the State DAHP.
- First Street South, Commercial to Caledonia, survey 95% complete.
- Tulip Parade traffic control signage.

Park and Port:

- Jordan Street end/park, survey is completed and currently under review with DNR.
- Public Works is moving forward with the Gazebo project, The structure is 85% complete. 100% completion by the end of May.
- Tide Gauge; this project is on hold due to Port Marina staffing change.
- Salmon Slide; RCO grant submitted.
- Otter complaints, we are monitoring the waterfront for potential damage.

Facilities:

- Fire Hall Roof project; scheduled to start in June, weather depending.
- Maple Hall HVAC project; Phase 1 completed, all interior work and heating units. Phase 2 – the new roof top ERV unit (air exchanger) will be set by crane in June. Manufacturing delays still exist with staffing issues.

Other:

- Snapdragon Flats Project; moving forward smoothly with 100% of the utility improvements completed and paving to be completed early May.
- long process of switching from Verizon to T-Mobile. This should be a 30% savings.
- Solar project; Fire Hall.
- Projects; 321 N 1ST St pier replacement, 733 Maple ADU, 212 State St, demo and SP,213 Calhoun remodel, 931 Maple Improvements, 306 Center, 303 Center Garage, BYK Snapdragon BP's.

Brian Lease,

Public Works Director, Town of La Conner

Fire Chief / Code Enforcement Report

Apr-24

Alarms:	23 Emergency Calls	Ave # Responders:	3.5			
100	1	300	16	400	1 water	2
500	2	700	2	900	1	

Calendar: 4/3/2024 Bussiness
10-Apr SCBA
17-Apr Small Tools
24-Apr Operations

Events: Tulip Parade
Memorial

Enforcement Notes: Over Night Camper
Tresspassing
Parking
Buses on 1st

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: April 2024

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

See attached spreadsheet for WWTP data.

Locates

- There were three (3) locates in April with no issues.

Call Outs-Emergencies

- Callout – April 5 for influent wet well high-level alarm
- Callout – April 8 for influent wet well high-level alarm
- Callout- April 10 for influent wet well high-level alarm
- Callout- April 12 for influent wet well high-level alarm

System Maintenance

- Grinded yard waste pile.
- Bayside onsite for influent we well cleanout April 12th.
- Farmers Equipment replaced the discharge chain on the compost mixer.

Process Changes

- Oxidation ditch #1 was taken out of service for the summer.
- Tribal meter failed.

Miscellaneous

- Clarifier #1 needs upgrade
- Radio remote control for the compost mixer has weak signal.
- Both wasting pumps down.
- Tribal meter needs to be replaced.
- Pre-Construction meeting for Third and State St. project on April 9th.

Compost Sales:

Wholesale

0 yards were sold in April– 0 yards year to date.

Retail Sales

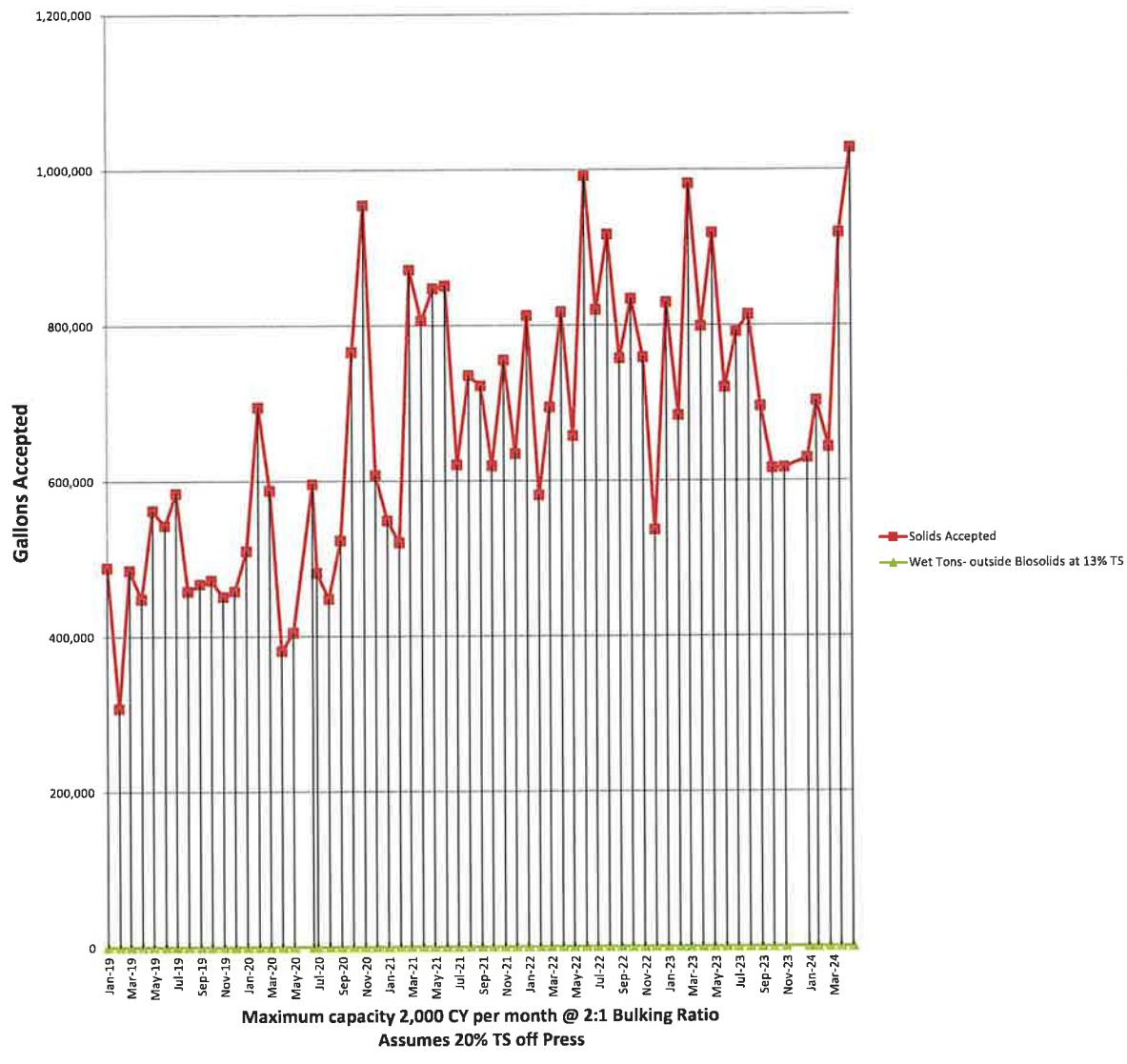
1278 yards were sold in April– 3450 yards year to date.

In April 2024, the Town received in 1278 yards of retail and wholesale compost for a total of \$10,522.00.

Metered Flow:

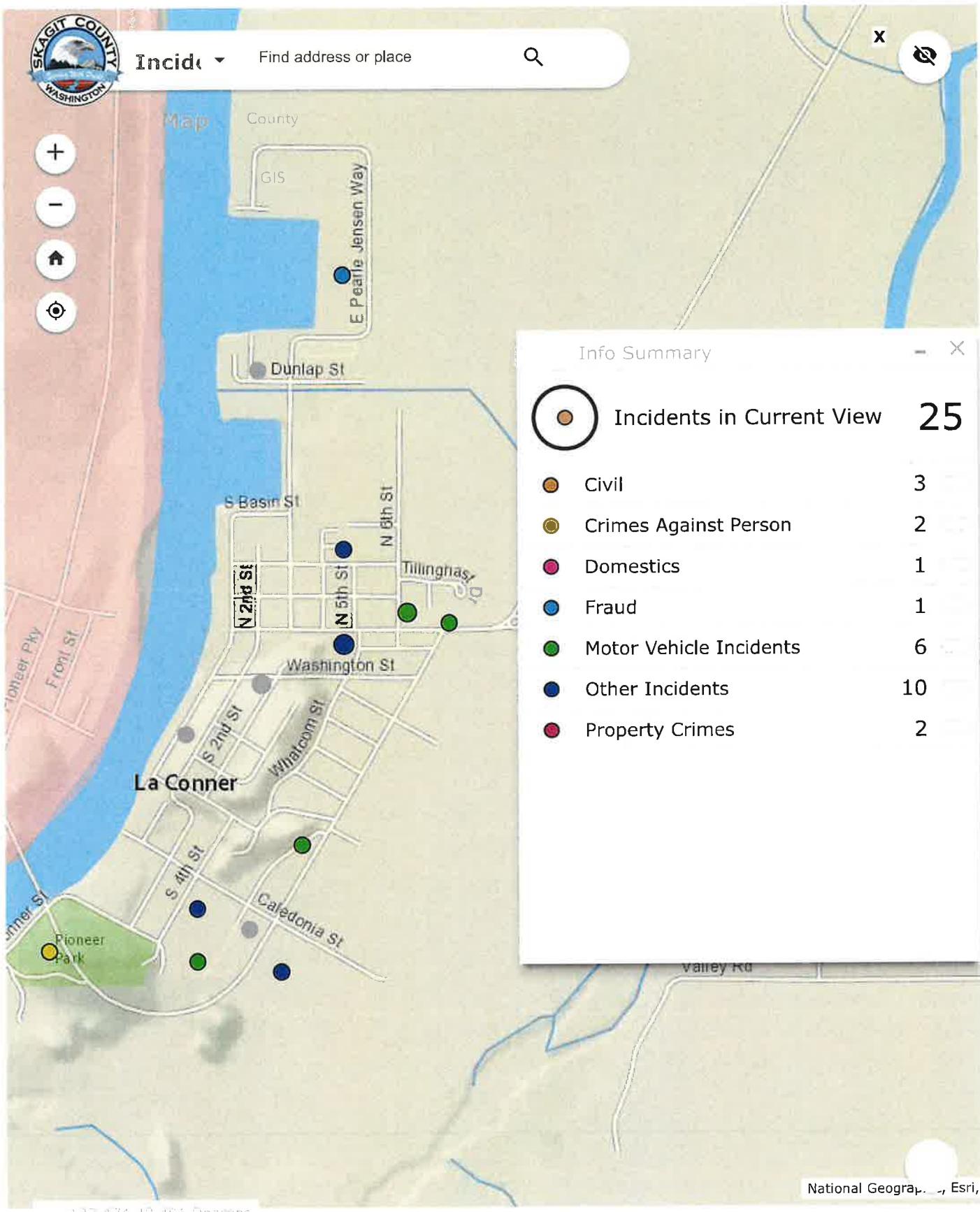
Influent:	<u>9,040,000 Gallons</u>
Tribal:	<u>2,207,671 Gallons</u> – Averaged due to broken meter.
Hydrant:	<u>0 Gallons</u>
Belt Press:	<u>1,249,108 Gallons</u>
Reuse Water:	<u>334,638 Gallons</u>

LaConner Wastewater Treatment Plant Monthly Data 2019- Present



LaConner Wastewater Treatment Plant

Monthly Data 2024



-122.474 43.461 Degrees

National Geographic, Esri,

1000ft

TimeDate	CaseNumber	NatureDesc	Category
4/1/2024, 3:48 PM	24-03811	Welfare Check	Other Incidents
4/2/2024, 5:01 PM	24-03872	Fraud Violation	Fraud
4/3/2024, 7:53 AM	24-03892	Abandoned Vehicle	Motor Vehicle Incidents
4/3/2024, 2:08 PM	24-03910	Juvenile Problem	Other Incidents
4/3/2024, 3:46 PM	24-03917	Harassment Of Person	Crimes Against Person
4/5/2024, 4:46 PM	24-03989	Citizen Assist	Civil
4/5/2024, 6:25 PM	24-03995	Animal Problem	Other Incidents
4/5/2024, 8:01 PM	24-03998	Lost Property	Civil
4/6/2024, 9:03 AM	24-04013	Suspicious Circumstances	Other Incidents
4/7/2024, 8:11 AM	24-04043	Vehicle Accident	Motor Vehicle Incidents
4/8/2024, 12:34 PM	24-04083	Domestic Violence	Domestics
4/8/2024, 12:28 PM	24-04086	Welfare Check	Other Incidents
4/10/2024, 10:25 AM	24-04176	Vehicle Accident	Motor Vehicle Incidents
4/12/2024, 11:13 AM	24-04264	Abandoned Vehicle	Motor Vehicle Incidents
4/12/2024, 1:14 PM	24-04270	Traffic Enforcement	Motor Vehicle Incidents
4/13/2024, 10:24 AM	24-04307	Found Property	Civil
4/13/2024, 9:28 PM	24-04348	Boat Rescue	Other Incidents
4/14/2024, 1:59 PM	24-04379	Weapon Violation	Other Incidents
4/16/2024, 7:31 PM	24-04472	Animal Problem	Other Incidents
4/17/2024, 11:40 PM	24-04534	Alarm	Other Incidents
4/18/2024, 9:00 AM	24-04541	Removal Of Person	Crimes Against Person
4/19/2024, 12:21 PM	24-04608	Vehicle Accident	Motor Vehicle Incidents
4/19/2024, 8:48 PM	24-04639	Weapon Violation	Other Incidents
4/29/2024, 1:49 PM	24-05060	Vehicle Prowl	Property Crimes
4/30/2024, 3:18 PM	24-05106	Trespassing Violation	Property Crimes

TIME IN TOWN 105 HOURS

TIME IN ZONE 736 HOURS

Unfinished Business

- 1) Center Street Project – Discussion – No Insert**
- 2) Jenson Property – Discussion – No Insert**
- 3) South First Street – Discussion**
- 4) Agreement – Sedro Woolley Yard Waste**

South First Street

MEMORANDUM

TO: Planning Commission
FROM: Planning Staff
SUBJECT: South First Street Options
DATE: April 30, 2024

As part of the 2025 update to the Transportation Element of the town's Comprehensive Plan, the staff has included a focus on South First Street. Over the course of the past several months, we have made an effort to actively engage members of the community in our discussions on this subject. Our efforts have included community residents, business owners, tourists, the Chamber of Commerce, and the Port District. Our approaches have included discussions at Planning Commission and Town Council meetings; postings on the town's web site; one-on-one discussions with business owners, employees, and others; hosting a Community Mingle; and distributing a community survey on the subject.

In an effort to gather data, the staff has conducted a parking survey that included South First Street. We have also gathered Level of Service (LOS) data from 2020, and we have reviewed the Comprehensive Planning and Parking Study that was prepared by Gibson Traffic Consultants in 1989.

The attached survey results are the most recent communication effort. These results also appear to be consistent with comments received during the Community Mingle, and responses to materials that have been posted on the town's web site. The issues raised for consideration include the following, which are not presented in any particular order:

- public safety and fire access;
- pedestrian safety;
- impacts to businesses and residents;
- impacts to access for the disabled;
- the disruption of existing traffic patterns and volumes throughout town other than First and Second streets;
- parking impacts on all neighboring streets and in parking lots;
- the cost of making physical changes;
- impacts on accessing the post office;
- implementing paid parking;
- adding time restrictions for parking;
- the extension of South First Street to Caledonia Street;
- impacts to attractions such as the museums;
- the ability to maintain the bus route; and
- enforcement costs.

Public comments from the Fire Chief, which are supported by a large number of citizens, would indicate the public safety and fire access should be the top priority. The current two-way traffic pattern on South First Street would appear to be inconsistent with the need for better public safety and fire access. With this in mind, the staff's first recommendation is to limit South First Street to one-way traffic in a south-bound direction.

If South First Street becomes a one-way street, the next obvious question relates to parking. While several suggestions have been offered, the option with the most public support is to allow parallel parking on both sides of the street. The staff supports this option, as it continues the number of existing parking spots available for residents and tourists. However, several people have argued that parking could be improved if business owners and employees would not park in front of their places of business.

Another comment heard was, "do nothing." The argument has been made that the town has attempted changes before, and has subsequently abandoned them. Responses to this argument often note that the size of motor vehicles today has measurably increased since the time that the 1989 Traffic and Parking Study was completed.

A few months ago, the town heard a presentation from a representative of a company that would provide a paid parking option on South First Street. There have been several arguments made on both sides of this issue, including the likelihood that paid on-street parking would provide more incentive for the use of the town's parking lot on Third Street, if that becomes a free parking lot. It is the staff's opinion that this subject is worthy of further discussion, but that the conversion of South First Street to one-way traffic is a separate issue that does not need to rely on a decision regarding paid parking. Similarly, decisions regarding time restrictions for parking on South First Street, while worthy of further discussion, do not necessarily need to happen concurrently with creating one-way traffic.

Another suggestion that received little public support was to eliminate all traffic on South First Street, and make it a pedestrian-only area. The staff has raised this issue with some local businesses, who expressed concern that restricting vehicular access would also restrict access by their customers.

Another area of concern is the impact of increased traffic on South Second Street if South First Street becomes one-way. One likely solution may be to restrict left-turn access from Commercial Street onto South Second Street, but that solution may have impacts on public buildings and museums located on South Second Street.

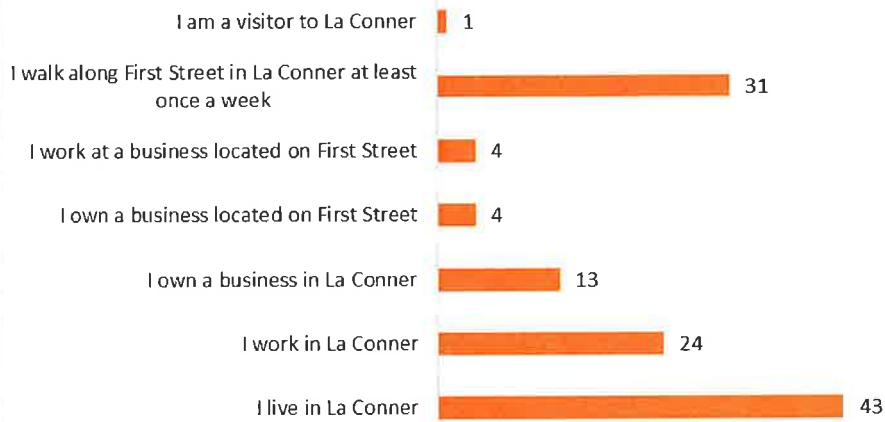
The town is in the process of advertising for a consultant to assist in developing an area-wide plan for the Transitional Commercial zone. That plan will include an analysis of the feasibility of creating an extension of South First Street to connect to Caledonia Street. Any decision on that option can wait until the study is completed, which may not happen until early 2025.

If South First Street is to become a one-way street, some of the outstanding issues are related to cost and timing. An approximate cost estimate for signage from the Public Works Director was \$3,000.00, which he deems as "not significant." As for timing, the staff suggests creating an implementation plan that would put the first changes in place by October, 2024. Any further changes, such as time restrictions and paid parking, can be discussed and/or implemented at a later date. By making this change during the later months of the year, the town will have a chance to get used to the change before the 2025 Tulip Season.

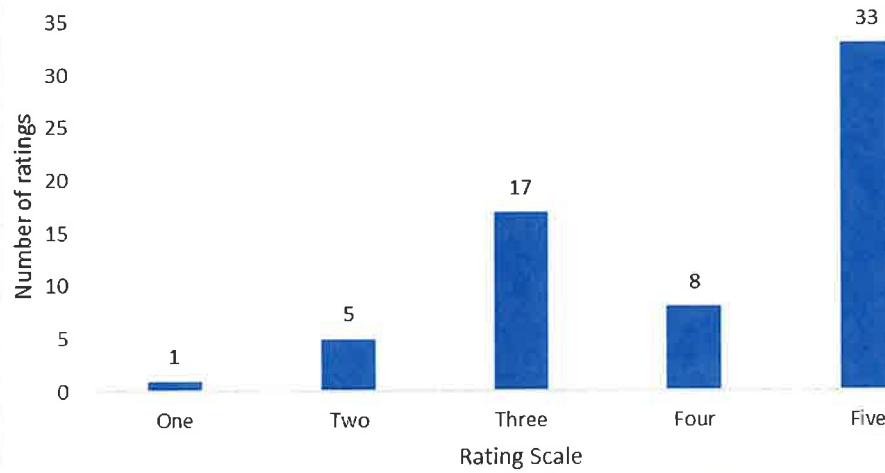
2024 First Street Survey: Results

Comments submitted with the survey appear unedited.

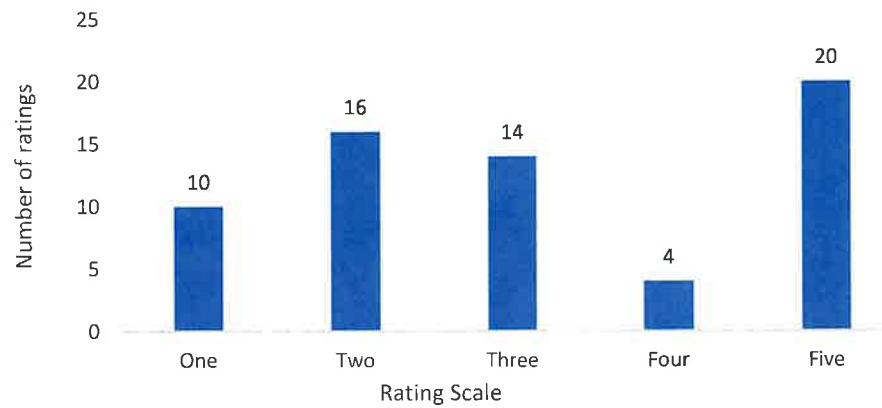
Please indicate if the below criteria applies to you



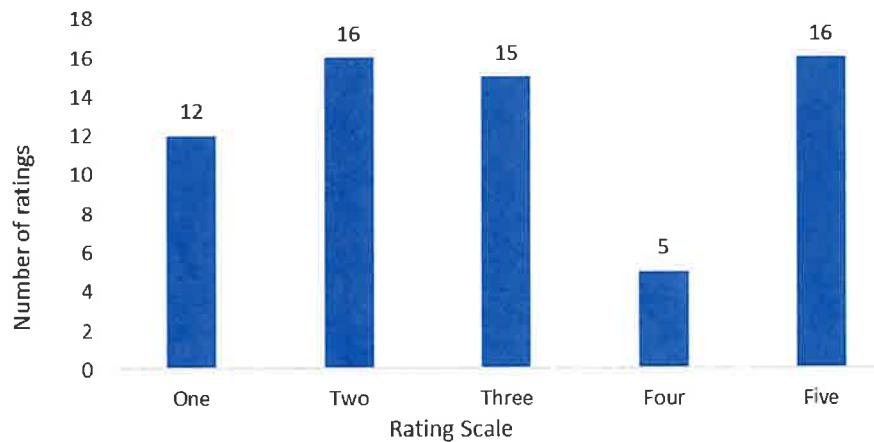
Rate your satisfaction with current pedestrian access on South First Street on a scale of one to five



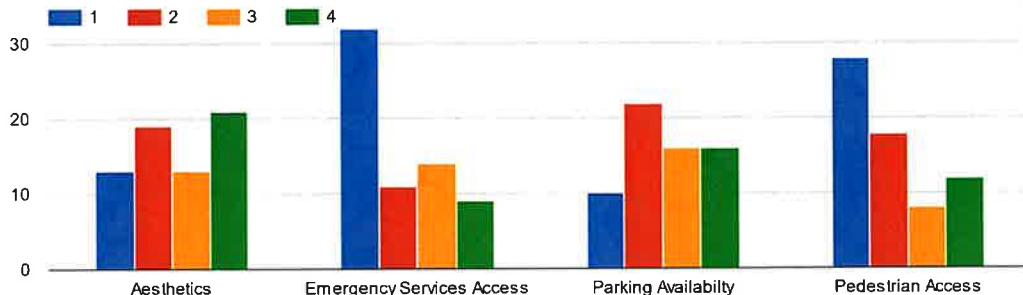
Rate your satisfaction with current traffic flow on
South First Street on a scale of one to five



Rate your satisfaction with current parking options
on South First Street on a scale of one to five



4. Please rate the following in order of importance to you in regards to South First Street, with 1 being most important and 4 being least important:



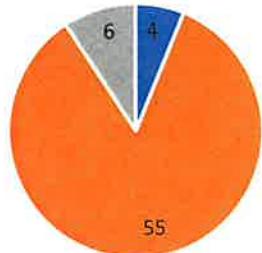
If the Traffic Flow of First Street is changed, what would you prefer?



Other:

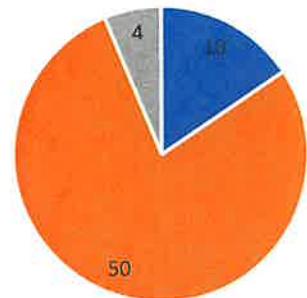
- If we do only one way not left allowed by post office
- remove auto parking on at least one side to create a designated and enforced fire lane.
- Keep two-way; parallel parking on one side; not angled--trucks + hitches will encroach on sidewalk
- Keep it as is or make the flow away from Second Street
- Keep the current parking and traffic flow configuration. The Fire Department can adapt to the challenges rather than changing the whole parking and traffic flow in downtown La Conner.
- no changes
- One way. Angle parking on one side
- keep as is

Would it affect your answer to the above question if left turns onto Second Street from Commercial Street were prohibited?



■ Yes ■ No ■ Maybe

Would it affect your answer to the above question if South First Street was extended to Caledonia Street?



■ Yes ■ No ■ Maybe

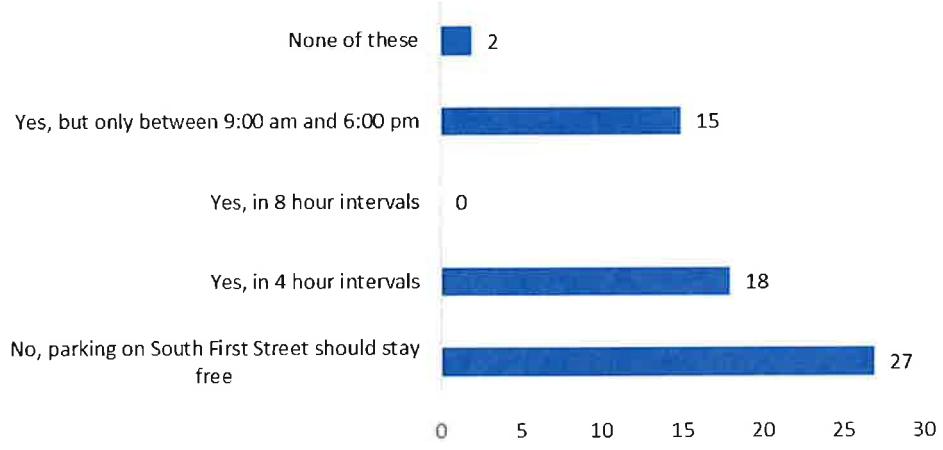
Other Comments:

- Depends what else they would do.
- Often times you have to find parking on Second after finding none on First.
- Do not divert traffic/shift the parking problem to S. Second or S. Third St. A sign is not enough without enforcement. Cars and large trucks speed on S. Second St. already.
- There could be changes if it did not impact parking, residents and noise on Second St. People already drive too fast up the hill. It endangers children and families. I've picked up two cats hit by speeding cars on Second.
- I would not like more traffic on 2nd Street.
- Second street is not wide enough to accommodate

Other Comments:

- too much traffic through residential area
- It would provide more options
- Parking lot space could be added
- I would like it less
- this would retain the commercial district as commercial.
- preserved commercial zone
- preserve commercial zoning
- I like the idea of more parking available all the way to Caledonia. It is needed.
- There would be more room to turn around, but it would need a shorter route back to Morris St or they will leave
- Traffic could enter/exit town more easily and safely.
- If the traffic flow stayed down in the business area and to the parking area that may work.
- take most cars off residential streets
- Gives more options for parking and traffic flow

Are you in favor of requiring paid parking on South First Street?



Other comments submitted for this question:

- Use a parking disc with the time you park, left on car. This is the law in Germany for parking! It is called a Parkscheibe. You can print your own online.
- Prohibit bail owner parking
- for tourists not locals
- Auto owners can pre-pay for their time with credit card.
- Time limit and enforcement.
- Targeted days and times throughout the week depending on the month.
- Tourists expect to pay for parking. Need special arrangement for residents of S. First St. and delivery trucks.

Please share any other thoughts you have on South First Street below:

- One-way from Morris to Commercial. Paid parking on First Street. Make parking lots free.
- It would help if there were a map illustrating your options. Hard to visualize what you're going for.
- It's been discussed so many times, it's like beating a dead horse into the ground. Either make it paid parking every 4 hours and enforce it, or make it one way. Either way, do something! Stop all the store owners and their employees and the people who rent apartments above from parking on 1st! It's aggravating to watch store owners and

employees parking on the street. I see it every single day! It's ridiculous. Tourists support the economy, make them feel welcome with a decent place to park.

- Pedestrian safety and enjoyment should be highest priority. No parking on street, one side parking, or pedestrian only, would be great aesthetically if other nearby parking on side streets could be arranged.
- One way traffic would be a good option for town. People come in by the monument go around thru town and out.
- Paid angle parking in town with free parking lot South of town
- This is a very challenging issue that needs to be addressed. I really don't think requiring visitors to pay for parking is going to impact tourism. I do think preference should be to minimize impact to residents. Perhaps signs on second street, residential parking only. And perhaps a sticker on the car indicating a resident.
- Reduce speed limit on S 1st to 15mph
- Keep loading/ unloading only areas intermittent along west 1st st. Keep fire hydrant areas NO PARKING per law. Designate paid parking for a limited amount of space on the west side for handicap. Study traffic volumes north and south. The concept is to allow oncoming traffic a bit of room to pass one another so southbound traffic can pull to the right in the unoccupied gaps opposite designated parking on the north bound side. 37 spots currently on the west side Has Fire dept inventoried the buildings that have sprinkler systems? And proper smoke detection devices annually or bi-annually ? The foundations of a number of the overwater buildings my have creosote treated wood preservative that is flammable and this material should be inventoried. Perhaps a rating system regarding greatest potential for fire, ie. Restaurants, wiring, etc etc. also incorporate the moorage stations with the parking stations. There are 77 parking spots on Nth 2nd, at the Port, and options for more. Maybe also make Nth 1stSt 2 way to the Swinomish Y club, to public parking at the port. Thank you.
- NO PAY PARKING. As a business owner the last we want is to discourage patrons.
- Planning including reduced use of vehicle fossil fuels needs to be an essential component of this.
- Our fire fighters are volunteers. Thank you! We should provide them further training and support to help them direct traffic during an emergency. Traffic revisions would not be necessary if traffic could be confidently directed to ensure safety and health concerns.
- They should not prohibit left hand turns by maple hall to 2nd street. If you make it one way don't make it both ways by the post office
- more access for emergency vehicles
- work good as is
- The town should have waterslides from 2nd street to 1st street
- Should be 1 way southbound.
- More visible signage to parking options at critical intersections. At intersection of Morris and Third and First, at the Stop sign, and at Commercial and S Second. If eliminating parking, which should be on the west side of S First, put diagonal parking on N First and add a bike lane on S First.

- Eliminate parking on the west side of S First and add a bike lane. Get the retail owners and employees to park in the Town lot with free permit or in public parking off S First. Add better signage showing rate and direction to Town and Port parking lots at the intersections of Morris at 3rd and 1st streets, and at Commercial and 2nd. Add diagonal parking on the east side of Morris and N First.
- Small town--be European and go pedestrian only--IT WORKS. Reserved parking for residents before and after Pedestrian closing. Former business owner.
- A walking downtown is the future. It is an 850 feet (260 m) walk from Washington St. to Commercial St. on 1st St. Tourists already walk this street's wide sidewalks. If the street is closed to vehicles, pedestrians would feel and be much safer without fear of motor traffic. The Port of Skagit operate an electric "sightseeing" bus conveying tourists now from the marina. These trips can be extended to the South parking lot with an additional bus & driver. The town would be distinctive for being the only town with a walkable main street. The shuttle would only need to operate from April to September. South 1st St. would operate as a one-way street going south during the Winter. Parking on one side would be available.
- It's a beautiful spot. Give pedestrians priority/safety. To encourage use of parking lot below City Hall, make a pedestrian-friendly path from parking lot to Channel (if need be, along Caledonia St.). Then no need to go uphill from parking lot; more scenic walk along Channel to town/to the park below Rainbow Bridge. During tulip season, water taxi from the parking lot path to north end of town and back.
- This town should remain friendly to the community. Paid parking is a terrible idea for residents. We frequent shops and restaurants. Did we learn nothing from the pandemic? When we can't count on visitors, this town fails. It needs to always consider community first.
- This is a very serious change and should be very seriously considered.
- Extend South First Street to Caledonia. Make the parking lots to the north and south of town free instead of paid parking. Make free parking in those lots an incentive for visitors and employees in town to park there, receiving some congestion on First Street. Implementing paid parking or time limits on First will require enforcement which will decrease the charm of La Conner. There will be unintended consequences if the traffic and parking is changed on First Street which will impact traffic adversely on Second and Third Streets.
- Expand pull outs for emergency and delivery use. Charge for First Sat make Caledonia lot free as incentive to use. Do not divert traffic to Second Street.

**Agreement –
Sedro Woolley Yard Waste**

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**INTERLOCAL AGREEMENT FOR DISPOSAL OF YARD WASTE BETWEEN
THE TOWN OF LA CONNER AND THE CITY OF SEDRO-WOOLLEY**

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This Agreement is made on the 1 day of April 2024, between Town of La Conner, a Washington municipal corporation, ("CONTRACTOR"), and the CITY OF SEDRO-WOOLLEY, WASHINGTON, a municipal corporation of the State of Washington (hereinafter "CITY").

WHEREAS, The CITY, as a result of providing sanitation operations to the City of Sedro-Woolley's residents, has a need to dispose of yard waste; and

WHEREAS, CONTRACTOR will accept and process large quantities of yard waste at its facility;

NOW, THEREFORE, in consideration of the mutual obligations set forth below, the parties agree and will perform as follows:

1. TERM. The term shall be for a period of one (1) year, commencing on April 1, 2024, and terminating on April 1, 2025, unless sooner terminated pursuant to this Agreement. This Agreement may be extended for two additional, two-year periods upon mutual agreement of the parties. CITY shall neither have nor acquire any right, title, or interest, legal or equitable, in the premises except as acquired by this contract.

2. LIAISON. The CITY'S officer responsible for this Agreement is Leo Jacobs, its Solid Waste/Fleet Supervisor. The CONTRACTOR'S responsible person is the La Conner Wastewater Treatment Plant Operator.

Commented [NT1]: Is it really WWTP or Solid Waste?

3. SCOPE OF WORK. CONTRACTOR ~~shall be duly licensed provided that
CONTRACTOR shall not be required to obtain a City of Sedro-Woolley Business
License and~~ agrees to accept green waste, as defined below, for processing and to fully process in accordance with applicable laws, ordinances, and codes of the State, local and Federal governments at its facility in the Town of La Conner. CITY agrees to deliver green waste to CONTRACTOR ~~at its facility~~. Such green waste will consist of woody material such as branches and non-woody material such as grass, leaves, plant trimmings, sod, vines, and the like. Some food wastes are included in the green wastes. Every reasonable effort will be made by CITY to ensure that non-acceptable material is removed prior to disposal. CITY agrees to have their drivers watch for sources of contamination in the green waste, ~~especially from restaurants and grocery stores, so~~ that the CITY can contact, educate and eliminate sources of contamination.

~~CONTRACTOR shall be duly licensed, but shall not be required to obtain a City of
Sedro-Woolley Business License.~~

4. BILLING PROCEDURES. CITY will pay the CONTRACTOR \$29,300.00 per year in equal monthly installments. ~~CITY will deliver such materials to
CONTRACTOR'S facility.~~ CONTRACTOR will provide a monthly invoice to CITY'S Finance Department by the 10th of each preceding month.

Commented [NT2]: Do we need the preceding language?

Payment shall be made through the CITY'S ordinary payment process and shall be considered timely if made within thirty [30] days of receipt of a properly completed invoice.

5. ANNUAL RATE ADJUSTMENTS.

The fee shall be adjusted annually based upon The Consumer Price Index for All Urban Consumers (CPI-U), for the Seattle-Tacoma-Bellevue metro area (April – April). CONTRACTOR shall notify the City of the CPI adjustment to take. Effect on the Adjustment Date and shall provide the City with its computations, therefore. Adjustments to the Base Rate shall be made in units of one cent (\$0.01). Fractions less than one cent (\$0.01) shall not be considered when calculating CPI adjustments. Annual CPI adjustments shall never be negative. In the event the CPI index series decreases year on- year, there shall be no CPI adjustment that year.

6. EXTRA WORK AND CHANGE ORDERS: Work in addition to, or different from, that provided for in the Scope of Work section, shall only be allowed by prior authorization in writing, as a modification to this Agreement. Such modifications shall be attached hereto and made a part hereof and shall be approved in the same manner as this Agreement.

7. ACCOUNTING AND AUDIT. CONTRACTOR agrees to keep records of all financial matters pertaining to this Agreement in accordance with generally accepted accounting principles. The financial records pertaining to this Agreement shall be made available to representatives of the CITY or any other governmental agency with jurisdiction for audit, at such reasonable times and places as the CITY shall designate.

8. RELEASE/INDEMNITY/INSURANCE. CONTRACTOR does hereby release, indemnify, and promise to defend and save harmless CITY from and against any and all liability, loss, damage, expense, actions and claims (including without limitation costs and reasonable attorneys' fees incurred by CITY in defense thereof) asserted or arising directly or indirectly, on account of or out of the acts or omissions of CONTRACTOR and/or CONTRACTOR'S agents, servants, employees, contractors, guests, invitees, subtenants, or assigns in the exercise of the rights granted herein. These hold harmless provisions shall not be effective as to liability, loss or damage caused through the fault of CITY or any other agent, contractor, guest or invitee of CITY. CONTRACTOR will obtain and maintain in force at least the following minimum insurance coverages covering all activity under this Agreement, and as to which the City shall be named as additional insured:

Commented [NT3]: Are we sure they can even agree to this insurance provision?

- A. Worker's Compensation Statutory Amount
- B. Broad Form Comprehensive General Liability \$1,000,000
- C. Automobile Liability \$500,000

CITY and CONTRACTOR specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW. Further, the indemnification obligation under this contract shall not be limited in any way by any limitation on benefits payable to or for any third party under the workers' compensation acts.

CITY shall remain a covered participant in the Cities Insurance Authority of Washington or similar municipal insurance pool for the duration of this contract.

In lieu of the insurance provisions set forth hereinabove, CONTRACTOR'S participation as a member in good standing with the Washington Cities Insurance Authority for the duration of this contract is acceptable.

The CITY hereby disclaims any warranty or representation as to the inclusion of any herbicides, pesticides, fertilizers, and similar chemicals typically utilized in residential applications, provided that this clause applies only to the extent that such pesticides, herbicides, fertilizers, and similar chemicals are latent; this clause shall not apply to such chemicals that are obvious and apparent and exist in a fashion not normally utilized for residential purposes and the CITY has actual knowledge of such chemicals.

9. **ASSIGNMENT.** Neither party shall assign or delegate any or all interests in this Agreement without first obtaining the written consent of the other party.

10. **NOTICES.** Notices given under this contract shall be given as follows:

If to CITY,
325 Metcalf Street, Sedro-Woolley, WA 98284;

if to CONTRACTOR:
ATTN: Town Administrator
P.O. Box 400
La Conner, WA 98257 .

Notices shall be deemed effective, if mailed, upon the third day following deposit thereof in the United States mail, postage prepaid, certified or registered mail, return receipt requested, or upon delivery thereof if otherwise given. Either party may change the address to which notices shall be given by giving notice as herein provided.

11. **DEFAULT.** Should either party hereto believe the other has defaulted in any their obligations under this contract or shall violate any term or provision of this Agreement, it shall deliver written notice to that effect to the other, specifying the alleged default and giving the other party fifteen (15) days to cure such default. Thereafter, should the default not be remedied to the satisfaction of the non-defaulting party, this Agreement may be terminated upon seven (7) days written notice (delivered by certified mail). In the event of termination CONTRACTOR shall be paid actual costs incurred by CONTRACTOR in performing the project work to the date of termination.

12. **SUSPENSION/TERMINATION.** Either party may suspend or terminate this Agreement upon giving the other party 90-day notice. Written notice must be supplied to the parties at the addresses contained in paragraph 9.

13. **LIABILITY NOT DISCHARGED.** The expiration or earlier termination of this contract shall not release or discharge either party from any liability or obligation with respect to any matter occurring prior to or upon such expiration or termination.

14. VENUE STIPULATION. This Agreement has been made and shall be considered as having been made and delivered within the State of Washington and shall be governed by the laws of the State of Washington both as to interpretation and performance. Any action in law or equity, or judicial proceeding for the enforcement of this Agreement or any of the provisions contained therein, shall be instituted and maintained only in Skagit County Superior Court.

15. ATTORNEY'S FEES. In the event that any suit or action is instituted to enforce this contract, or to make any claim arising hereunder, the prevailing party shall be entitled to an award for its costs and reasonable attorney fees.

16. STATUS OF CONTRACTOR. Neither CONTRACTOR nor personnel employed by CONTRACTOR shall acquire any rights or status in the CITY's employment, nor shall they be deemed employees or agents of CITY for any purpose other than as specified herein. CONTRACTOR shall be deemed an independent contractor and shall be responsible in full for payment of its employees, including worker's compensation, insurance, payroll deductions, and all related costs. Further, CONTRACTOR represents that it is customarily in the business of providing the services described in this Agreement, has its own place of business, has established or will timely establish an account with the State Department of Revenue and has received a unified business identifier number, and maintains a separate set of books and records for such business.

17. NONWAIVER. No failure of CONTRACTOR to insist upon the strict performance of any provision of this contract shall be construed as depriving the CITY of the right to insist on strict performance of such provision or any other provision of the future. No waiver by CITY of any provision of this contract shall be deemed to have been made unless expressed in writing and signed by CONTRACTOR. No acceptance of rent or any other payment by CONTRACTOR from CITY after any default by CITY shall constitute a waiver of any such default or any other default. Consent by CONTRACTOR in any one instance shall not dispense with the necessity of consent by CONTRACTOR in any other instance.

18. ENTIRE AGREEMENT. This contract contains the entire and integrated agreement of the parties and may not be modified or amended except in writing signed by the parties.

19. AUTHORITY/BINDING AGREEMENT. Each person signing this contract on behalf of CONTRACTOR warrants respectively that:

- a) All corporate or other actions necessary for the authorization, execution, delivery, and performance of this contract has been duly taken.
- b) Such person is fully authorized to sign this contract, and
- c) This contract has been duly authorized, executed, and delivered and is the legal, valid, and binding agreement of the party on whose behalf such person has signed the contract.

20. GOVERNING LAW. This agreement is made subject to, and shall be construed in accordance with, the laws of the State of Washington.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed
as of the _____ day of _____ 2024.

TOWN OF LA CONNER

CITY OF SEDRO-WOOLLEY

Marna Hanneman, Mayor

BY: _____
JULIA JOHNSON, Mayor

Finance Director

ATTEST: _____
Kelley Kohnken, Finance Director

Approved as to form:

Approved as to form:

Town Attorney, WSBA #23079

Nikki Thompson, City Attorney

New Business

- 1) **Resolution – Appointing Jonah Keith to the Emergency Management Commission**

Town of La Conner



RESOLUTION NO. _____

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

WHEREAS, LCMC 2.225.010 authorizes the Mayor to appoint citizens of La Conner to serve on the La Conner Emergency Management Commission, and

WHEREAS, a vacancy on the Emergency Management Commission has occurred, and the Mayor has appointed Jonah Keith to serve an unexpired term that will expire on December 31, 2027, and

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

NOW THEREFORE BE IT RESOLVED, the Town Council of the Town of La Conner consents and approves of the appointment of Jonah Keith to the Emergency Management Commission for the Town of La Conner, consistent with the term of office defined above.

Approved by vote of the La Conner Town Council this _____ day of May, 2024.

TOWN OF LA CONNER, WASHINGTON

Marna Hanneman, Mayor

Approved as to form:

Scott Thomas, Town Attorney

ATTEST:

Maria DeGoede, Finance Director