



## **TOWN COUNCIL AGENDA**

November 12, 2024, 6PM

Maple Hall.

204 Commercial Street

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:**

**V. CONSENT AGENDA**

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

1. Approval of the Minutes: Council Meeting of October 22, 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. Resolution – County Wide Planning Policy Updates
3. Transportation Element Updates
4. **PUBLIC HEARING** – 2025 Preliminary Budget
5. 2025 Budget – Discussions
6. **PUBLIC HEARING** – 2025 Property Tax Revenue Source
7. Resolution – 2025 Property Tax Revenue Source
8. Agreement – Western Fireworks – 4<sup>th</sup> of July

**VIII. NEW BUSINESS**

1. Ordinance – 2024 Budget Amendment
2. Resolution – Appointment to the Emergency Management Commission (Wilson)

**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.

*Town Hall Meetings are available for viewing only on our live portal at [www.townoflaconner.com](http://www.townoflaconner.com) "technology permitting".*

# **Consent Agenda**

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

***Town of La Conner***  
Town Council Meeting  
October 22, 2024 – 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 Hanneman.

Present: Councilmembers Taylor, Dole, Chamberlain and Wohleb.

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

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

**Public Comments:**

Resident Linda Talman attended the Skagit County Commissioners meeting and encouraged everyone to submit comments on the battery storage issue in Sedro Woolley. She also attended the NMAC meeting and discussed the available funds for projects and advised having projects identified in our transportation element and in the TIP.

Resident Molly George thanked Council for changing First Street to one way.

**Presentations:**

Danny Hagen of the Skagit County Assessor's Office gave a presentation on the process of the property tax evaluations, transparency of property taxes, uses of the taxes and qualifications for exemptions. To qualify for an exemption, an applicant needs to be at least 62 years old, own and live in their home and an annual income not exceeding \$48,000. The Assessor's Office has been reaching out to the community for informational meetings and workshops to help people to apply for an exemption on their website portal.

**Consent Agenda:**

Approval of Agenda

Approval of the Minutes of the October 8, 2024 Council Meeting.

Accounts Payable:	Checks	27477 - 27512	\$266,369.86
	Electronic Pmts.	2018272 – Leasehold Tax	\$2,188.55
		2018273 – Excise Tax	\$10,306.22
		<b>Total Accounts Payable</b>	<b>\$278,864.63</b>

Payroll of October 18, 2024:	Checks 5981 - 5987	\$2,372.66
	Payroll Auto Tax Payment #2018274	\$9,086.21
	<u>Payroll Auto Deposit</u>	<u>\$27,208.43</u>
	<b>Total Payroll</b>	<b>\$38,667.30</b>

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

**Mayor Hanneman stated the Trico Agreement under New Business will be moved up from New Business.**

**Agreement – Trico Tribal Meter Install:**

Plant Operator Wynn explained the parts for the project have been purchased by the Town. This agreement is just for the installation of the new meter. It should be done before the end of the year. Administrator Thomas noted he added a performance bond of \$149.70.

**Councilmember Taylor moved to approve the Mayor to sign the agreement with Trico for the installment of the Tribal Meter, with the addition of the performance bond. Motion seconded by Councilmember Wohleb. Motion carried 4/0.**

Mayor Hanneman noted the Department of Ecology awarded the WWTP the 2023 Outstanding Performance Award. The plaque is at Town Hall.

**Administrator's Report:**

Administrator Thomas reminded everyone Arts Alive is this weekend and the Halloween Parade will be at the end of the month. Preparations are ongoing for the Christmas Tree Lighting and Ladies Night Shopping. So far there has been no major incidents from the change of First Street to one way and flood preparations are underway. Councilmembers thanked Public Works for the challenging preparation of the First Street direction change.

Public Works Director Lease Informed Council Ziply will begin the installation of their fiber optic cable throughout the Town. This will affect traffic and parking. They have asked for any events the Town has coming up to establish a moratorium on work. He is frustrated on the lack of accountability of the existing communication infrastructure that has been abandoned. Also, last night's rain storm washed out alleys and affected various properties and plumbing in Town.

**Mayor's Report:**

Mayor Hanneman discussed the following:

- The Mayor has been following the status of the group working to save the paper. Resident Linda Talama added they are working on establishing a 501c3 and have appointed an interim board.
- She also attended several meetings with the subarea stakeholders and encouraged everyone to come to the next meeting to share thoughts and ideas in the future plans for the Moore Clark property.
- SCOG is currently working on their Comprehensive Economic Development Strategy.
- There will be a ground breaking ceremony by Habitat for Humanities at the property of Caledonia and Third Streets this Saturday. The project will provide six affordable homes, three townhomes and three ADUs.
- The next Saturday with the Mayor is scheduled for 10:00 am on November 2<sup>nd</sup> at the Library.
- La Conner School has a You Tube video on why you should come to the La Conner School.
- The La Conner Swinomish Yacht Club has donated \$500 for the Jordan Street Park

**Council Committee Reports:**

**Arts Commission:**

Councilmember Taylor reported the next scheduled Arts Commission meeting is November 8<sup>th</sup>. Also, the Art's Alive Artist Reception is this Friday at 5:00 pm.

**Emergency Management Commission:**

Councilmember Dole shared they are working on recruiting neighborhoods on mapping to include medical needs and maintaining three days emergency supplies for disasters. The first meeting in December is the target to present the Comprehensive Emergency Management Plan to Council and they are still looking to fill two positions on the Commission.

**Parks Commission:**

Councilmember Wohleb reported the work on the Fish Side and the creating of the 501c3 for the replacement and funding of the Mooris Street trees are ongoing.

Councilmember Chamberlain will be going to the AWC Conference on upcoming legislative priorities.

**Center Street Project:**

Planner Davolio stated the developer has requested a joint meeting with the Town and the County to resolve the elevator issues.

**Recommendations of Acceptance of Completion Projects:**

Public Works Director Lease presented Council with recommendations of Acceptance for the following projects.

Fire Hall Roof

Mapel Hall/Center HVAC

Pedestrian Improvements TIB Project

**Councilmember Moved to approve the Fire Hall Roof, Maple Hall HVAC and the TIB Pedestrian Improvement Recommendations of Acceptance of Completion. Motion seconded by Councilmember Chamberlain. Motion carried 4/0.**

**Recommendation of Acceptance of Completion of Snapdragon Flats Developer Extension Project:**

Public Works Director Lease explained this project has met all requirements but has outstanding fees owed to the Town. After discussions, it was decided to approve the Acceptance of Completion contingent to the all fees paid.

**Councilmember Chamberlain moved to approve the Acceptance of Completion of the Snapdragon Flats Developer Extension Project contingent on all fees paid in full. Motion seconded by Councilmember Wohleb. Motion carried 4/0.**

**Resolution – County Wide Planning Policy Updates:**

After discussions, it was the consensus of the Council to table the decision to the next meeting for more time to review the changes.

**Agreement – Western Fire Works:**

After discussion, it was the consensus of the Council to table the Agreement to the next meeting to look at other options.

**Agreement – FCS Professional Services:**

Administrator Thomas explained in previous years we have relied on David Evans & Associates of setting the Tribal sewer rates and maintain the spreadsheets. Our key person that did the work has retired, so the Town was forced to find another company. Anacortes has utilized FCS Professional Services and has been very happy with the results.

**Councilmember Dole moved to approve the Mayor to sign the Professional Service Agreement with FCS Professional Services. Motion seconded by Councilmember Wohleb. Motion carried 4/0.**

**Mayor Roundtable:**

**2025 Budget Discussions:**

Finance Director DeGoede explained changes since the last discussions. The planning grants in the General Fund that are rolling into 2025 are updated, we have expended the Corona Virus Grant and the Cell Tower Reserve this year, leaving \$96,260 in reserve. The wage recommendation for staff should be decided on and implemented in the Preliminary Budget for the next meeting. One item that was brought to her attention was the need to update the Council computers. John Hanks, of Skagit Valley Computer Solutions has been maintaining our computers for years and suggested it was time. He estimated about \$460.00 per computer plus setup.

Another discussion was the Policing Agreement with the Sheriff, that is up for negotiations with a 13% increase. Administrator Thomas explained the primary reason for the increase was primarily from wages and increased costs such as the patrol cars. They are willing to discuss some changes to their services.

Mayor Hanneman brought up the possibilities of funding something to the La Conner Weekly News. After discussions, Administrator Thomas and Finance Director DeGoede will check into it, but were not optimistic on how we could fund it.

**Executive Session:**

Mayor Hanneman stated there will be an Executive Session to discuss real estate. It shouldn't exceed fifteen minutes. No decisions are expected to be made.

7:20 p.m. Mayor Hanneman Opened the Executive Session

7:32 p.m. Mayor Hanneman Closed the Executive Session

**There being no further business the meeting ended at 7:33 p.m.**

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Maria DeGoede, Finance Director

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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 November 12, 2024 Claims have been received and that;

Checks Numbered:	27513 - 27586	\$282,805.26
Auto Payments:	#2018280 – US Bank	\$194.52
	#2018281 – Invoice Cloud	\$167.80

Voided Check 27478

Are approved for a total payment of \$283,167.58 this 12<sup>th</sup> day of November 2024.

  
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Maura DeLoach  
Finance Director

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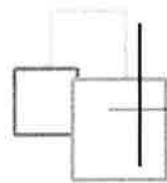
Councilmember – Finance Committee

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Councilmember – Finance Committee

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Councilmember



# Voucher Directory

Fiscal: : 2024 - November  
Council Date: : 2024 - November - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Ackermann Electric Co.	27515			2024 - November - 1st Council Meeting	
		Invoice - 2858		Replace Lights in Furnace Room	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$526.70
		Total Invoice - 2858			\$526.70
	Total 27515				\$526.70
Total Ackermann Electric Co.					\$526.70
Ajah Eills	27516			2024 - November - 1st Council Meeting	
		Invoice - EillsOct2024Reiimb		WA APA Conference Reimb - Eills	
			001-000-558-60-43-00	Travel	\$289.42
		Total Invoice - EillsOct2024Reiimb			\$289.42
	Total 27516				\$289.42
Total Ajah Eills					\$289.42
Andrea's House Cleaning Services	27517			2024 - November - 1st Council Meeting	
		Invoice - 1874		Town Hall/Sheriff Cleaning	
			001-000-518-30-48-01	Building Repair & Maintenance	\$350.00
		Total Invoice - 1874			\$350.00
	Total 27517				\$350.00
Total Andrea's House Cleaning Services					\$350.00
Annie Avery	27518			2024 - November - 1st Council Meeting	
		Invoice - AveryPPDepRef10/20/24		Avery Pioneer Park Dep Ref 10/20/24	
			002-000-582-10-00-00	Park Deposit Refund	\$100.00
		Total Invoice - AveryPPDepRef10/20/24			\$100.00
	Total 27518				\$100.00
Total Annie Avery					\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
Arne Svendsen Trucking, Inc.					
	27519			2024 - November - 1st Council Meeting	
		Invoice - 62749			
			Utility Sand & 5/8"x0" Crushed Rock		
			401-000-534-80-48-03	System Repair & Maintenance	\$943.16
		Total Invoice - 62749			\$943.16
	Total 27519				\$943.16
Total Arne Svendsen Trucking, Inc.					\$943.16
Badger Meter, Inc.					
	27520			2024 - November - 1st Council Meeting	
		Invoice - 80174105			
			Monthly Hosting of Water Transmitters		
			401-000-534-80-41-00	Professional Services	\$57.01
			Hosting Serv Unit		
		Total Invoice - 80174105			\$57.01
	Total 27520				\$57.01
Total Badger Meter, Inc.					\$57.01
Beckwith Consulting Group					
	27521			2024 - November - 1st Council Meeting	
		Invoice - INV-1-BW			
			Moore Clark Subarea Plan Pmt 1		
			001-000-558-70-49-00	Economic Development	\$7,569.45
		Total Invoice - INV-1-BW			\$7,569.45
		Invoice - INV-2-BW			
			Moore Clark Subarea Plan Pmt 2		
			001-000-558-70-49-00	Economic Development	\$13,316.06
		Total Invoice - INV-2-BW			\$13,316.06
	Total 27521				\$20,885.51
VoidedCk-27478				2024 - November - 1st Council Meeting	
		Invoice - VoidedCk-27478			
			Voided Ck - 27478		
			001-000-558-70-49-00	Economic Development	(\$37,430.55)
		Total Invoice - VoidedCk-27478			(\$37,430.55)
	Total VoidedCk-27478				(\$37,430.55)
Total Beckwith Consulting Group					(\$16,545.04)
Birch Equipment					
	27522			2024 - November - 1st Council Meeting	
		Invoice - 295515-5			
			Forklift Rental		
			403-000-553-30-35-00	Tools & Equipment Flood	\$1,330.65
		Total Invoice - 295515-5			\$1,330.65

Vendor	Number	Reference	Account Number	Description	Amount
<b>Invoice - 296610-5</b>					
		Dryer & Dehumidifier (DrizAir)			
		003-000-575-50-48-01		Building Repair & Maint-MH/MC	\$120.00
		<b>Total Invoice - 296610-5</b>			\$120.00
<b>Total 27522</b>					<b>\$1,450.65</b>
<b>Total Birch Equipment</b>					<b>\$1,450.65</b>
<b>Builders Alliance</b>					
	27523	<b>2024 - November - 1st Council Meeting</b>			
		<b>Invoice - 1213435</b>			
		8x8x20' Green Treated CCA Poles			
		002-000-576-80-48-01		Building Repair & Maintenance	\$1,953.32
		<b>Total Invoice - 1213435</b>			<b>\$1,953.32</b>
<b>Total 27523</b>					<b>\$1,953.32</b>
<b>Total Builders Alliance</b>					<b>\$1,953.32</b>
<b>Canon Financial Services INC.</b>					
	27524	<b>2024 - November - 1st Council Meeting</b>			
		<b>Invoice - 35872450</b>			
		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%			
		<b>Total Invoice - 35872450</b>			<b>\$188.76</b>
<b>Total 27524</b>					<b>\$188.76</b>
<b>Total Canon Financial Services INC.</b>					<b>\$188.76</b>
<b>Cascade Natural Gas Corp</b>					
	27525	<b>2024 - November - 1st Council Meeting</b>			
		<b>Invoice - CasNatGasNov2024</b>			
		Utility - Gas			
		001-000-518-30-47-00		Public Utility Services	\$117.94
		204 Douglas-Town Hall			
		001-000-522-20-47-00		Public Utility Services	\$99.63
		12142 Chilberg-Fire Hall			
		003-000-575-50-47-01		Public Utility Services-MH/MC	\$54.92
		108 Commercial-MH/MC			
		003-000-575-50-47-02		Public Utility Services-GC	\$137.14
		622 S 2nd Street-GC			

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-534-80-47-00	Public Utility Services 604 N 3rd Street - PW	\$13.78
			409-000-535-80-47-00	Public Utility Services 12154 Chilberg - WWTP	\$98.35
			409-000-535-80-47-00	Public Utility Services 12154 B Chilberg - Sewer	\$479.81
		<b>Total Invoice - CasNatGasNov2024</b>			<b>\$1,001.57</b>
	<b>Total 27525</b>				<b>\$1,001.57</b>
<b>Total Cascade Natural Gas Corp</b>					<b>\$1,001.57</b>
<b>CharterMachine Co.</b>					
	27526			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 0331807-IN</b>			
			4-Way Lever Valve		
			412-000-554-90-48-06	Compost Machinery/Equip	\$1,156.70
		<b>Total Invoice - 0331807-IN</b>			<b>\$1,156.70</b>
	<b>Total 27526</b>				<b>\$1,156.70</b>
<b>Total CharterMachine Co.</b>					<b>\$1,156.70</b>
<b>Commercial Alarm &amp; Detection, Inc.</b>					
	27527			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 39459</b>			
			Fire Dept. Security		
			001-000-522-20-41-00	Professional Services	\$175.93
		<b>Total Invoice - 39459</b>			<b>\$175.93</b>
	<b>Total 27527</b>				<b>\$175.93</b>
<b>Total Commercial Alarm &amp; Detection, Inc.</b>					<b>\$175.93</b>
<b>Constance Funk</b>					
	27528			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - FunkGCDepRef2024Season</b>			
			Funk Garden Club Dep Ref 2024 Season Events		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$145.00
		<b>Total Invoice - FunkGCDepRef2024Season</b>			<b>\$145.00</b>
	<b>Total 27528</b>				<b>\$145.00</b>
<b>Total Constance Funk</b>					<b>\$145.00</b>
<b>Copiers Northwest</b>					
	27529			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - INV2903847</b>			
			<b>Copies</b>		
			001-000-518-30-31-00	Office & Operating Supplies	\$52.15
			70		
			401-000-534-80-31-00	Office & Operating Supplies	\$11.17
			15		

Vendor	Number	Reference	Account Number	Description	Amount
			409-000-535-80-31-00	Office & Operating Supplies	\$11.17
			15		
		<b>Total Invoice - INV2903847</b>			<b>\$74.49</b>
<b>Total 27529</b>					<b>\$74.49</b>
<b>Total Copiers Northwest</b>					<b>\$74.49</b>
<b>Crystal Springs</b>					
	27530			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 5383122 103024</b>			
		<b>Distilled Water</b>			
		409-000-535-80-31-02	Lab Supplies		\$85.68
			WWTP Distilled Water		
		<b>Total Invoice - 5383122 103024</b>			<b>\$85.68</b>
<b>Total 27530</b>					<b>\$85.68</b>
<b>Total Crystal Springs</b>					<b>\$85.68</b>
<b>Eager Beaver Tree Service</b>					
	27531			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 7454</b>			
		<b>Pioneer Park Hazardous Tree Removal</b>			
		002-000-576-80-48-01	Building Repair & Maintenance		\$8,470.80
		<b>Total Invoice - 7454</b>			<b>\$8,470.80</b>
<b>Total 27531</b>					<b>\$8,470.80</b>
<b>Total Eager Beaver Tree Service</b>					<b>\$8,470.80</b>
<b>Edge Analytical</b>					
	27532			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 24-29631</b>			
		<b>Coliform Testing</b>			
		401-000-534-80-41-00	Professional Services		\$25.00
			Water Testing Samples		
		<b>Total Invoice - 24-29631</b>			<b>\$25.00</b>
		<b>Invoice - 24-30494</b>			
		<b>Influent/Effluent Tesitng</b>			
		409-000-535-80-48-05	Materials/Testing		\$388.50
			Sewer Testing		
		<b>Total Invoice - 24-30494</b>			<b>\$388.50</b>
		<b>Invoice - 24-31329</b>			
		<b>Effluent Testing</b>			
		409-000-535-80-48-05	Materials/Testing		\$49.50
			Sewer Testing		
		<b>Total Invoice - 24-31329</b>			<b>\$49.50</b>
		<b>Invoice - 24-31907</b>			
		<b>Effluent Testing</b>			
		409-000-535-80-48-05	Materials/Testing		\$49.50

Vendor	Number	Reference	Account Number	Description	Amount
				Sewer Testing	
		Total Invoice - 24-31907			\$49.50
Total 27532					\$512.50
Total Edge Analytical					\$512.50
Ericksen & Svendsen	27533			2024 - November - 1st Council Meeting	
		Invoice - 7479			
		10 Yards Reclaim			\$154.76
		403-000-531-38-48-00		Repair & Maintenance	\$154.76
		Total Invoice - 7479			\$154.76
Total 27533					\$154.76
Total Ericksen & Svendsen					\$154.76
ESO Solutions Inc.	27534			2024 - November - 1st Council Meeting	
		Invoice - ESO153332			
		NFIRS			\$91.77
		001-000-522-20-41-00		Professional Services	\$91.77
		Total Invoice - ESO153332			\$91.77
Total 27534					\$91.77
Total ESO Solutions Inc.					\$91.77
Fastenal Company	27535			2024 - November - 1st Council Meeting	
		Invoice - WAANA158608			
		Garbage Bags, TP & Caution Tape			\$442.51
		003-000-575-50-31-05		Public Restroom Supplies	\$442.51
		Total Invoice - WAANA158608			
		Invoice - WAANA158822			
		Caution Tape & Towels			\$120.13
		401-000-534-80-48-00		Repair & Maintenance	\$120.13
		Total Invoice - WAANA158822			
		Invoice - WAANA158846			
		Wipers			\$214.31
		409-000-535-80-31-00		Office & Operating Supplies	\$214.31
		Total Invoice - WAANA158846			\$776.95
Total 27535					\$776.95
Total Fastenal Company					

Vendor	Number	Reference	Account Number	Description	Amount
Grainger					
	27536			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 9294082467</b>			
		Flange Gasket 6" Pipe			
		409-000-535-80-48-03		Pipe Repair & Maintenance	\$25.09
		<b>Total Invoice - 9294082467</b>			<b>\$25.09</b>
		<b>Invoice - 9294869970</b>			
		Pipe Cement			
		409-000-535-80-48-01		Plant Repair & Maintenance	\$45.00
		<b>Total Invoice - 9294869970</b>			<b>\$45.00</b>
	<b>Total 27536</b>				<b>\$70.09</b>
<b>Total Grainger</b>					<b>\$70.09</b>
H.D. Fowler Company					
	27537			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 16854882</b>			
		Couplings, Gaskets, Bolts, Brick Pavers and Meter Boxes			
		401-000-534-80-48-00		Repair & Maintenance	\$5,754.34
		<b>Total Invoice - 16854882</b>			<b>\$5,754.34</b>
		<b>Invoice - 16854897</b>			
		Hydrant Meter Base, Pumper Nozzle, Adapters, Valve Box, Gaskets and Bolts/Nuts			
		401-000-534-80-48-03		System Repair & Maintenance	\$5,528.70
		<b>Total Invoice - 16854897</b>			<b>\$5,528.70</b>
		<b>Invoice - 16870013</b>			
		6" MJ X FL Adapter & HDPE Meter Box Extension			
		401-000-534-80-48-03		System Repair & Maintenance	\$501.82
		<b>Total Invoice - 16870013</b>			<b>\$501.82</b>
		<b>Invoice - 16870016</b>			
		6"x3'0" Dip Stool FLG			
		401-000-534-80-48-03		System Repair & Maintenance	\$630.12
		<b>Total Invoice - 16870016</b>			<b>\$630.12</b>
	<b>Total 27537</b>				<b>\$12,414.98</b>
<b>Total H.D. Fowler Company</b>					<b>\$12,414.98</b>
HD Supply Facilities Maint.					
	27538			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 9231188211</b>			
		Broan Fan Motor & Weatherproof Receptacle Covers			
		003-000-575-50-48-05		Public Restrooms - Repair & Maint.	\$72.90
		<b>Total Invoice - 9231188211</b>			<b>\$72.90</b>
	<b>Total 27538</b>				<b>\$72.90</b>
<b>Total HD Supply Facilities Maint.</b>					<b>\$72.90</b>

Vendor	Number	Reference	Account Number	Description	Amount
Herron Valley, Inc					
	27539			2024 - November - 1st Council Meeting	
		Invoice - 1024350			
			Sewer Line Vacumm Truck on Site		
			409-000-535-80-48-03	Pipe Repair & Maintenance	\$835.00
		Total Invoice - 1024350			\$835.00
		Invoice - 1024406			
			Sewer Pipeline Inspection		
			409-000-594-35-62-02	Collection Rehab/Pipe-2016	\$18,948.16
		Total Invoice - 1024406			\$18,948.16
	Total 27539				\$19,783.16
Total Herron Valley, Inc					\$19,783.16
Hulbert Farms, Inc.					
	27540			2024 - November - 1st Council Meeting	
		Invoice - HulbertHydMtrDepRef2024			
			Hydrant Meter Dep Ref #11712515		
			401-000-582-10-00-00	Hydrant Meter Dep Refund	\$100.00
		Total Invoice - HulbertHydMtrDepRef2024			\$100.00
	Total 27540				\$100.00
Total Hulbert Farms, Inc.					\$100.00
Iconix Waterworks (US) Inc.					
	27541			2024 - November - 1st Council Meeting	
		Invoice - U2416046314			
			PVC Conduits & Boe Pipes		
			412-000-554-90-48-05	Compost Testing/Materials	\$590.78
		Total Invoice - U2416046314			\$590.78
		Invoice - U2416047836			
			Flip Coupling EPDM/Adapter/Stargrip Restraint Kit		
			409-000-535-80-48-03	Pipe Repair & Maintenance	\$798.69
		Total Invoice - U2416047836			\$798.69
	Total 27541				\$1,389.47
Total Iconix Waterworks (US) Inc.					\$1,389.47
Invoice Cloud					
	2018281			2024 - November - 1st Council Meeting	
		Invoice - 1022-2024-10			
			CC Utility Payment Fees		
			001-000-514-23-41-03	Bank Service Charges	\$167.80
		Total Invoice - 1022-2024-10			\$167.80
	Total 2018281				\$167.80
Total Invoice Cloud					\$167.80

Vendor	Number	Reference	Account Number	Description	Amount
Island County Fire District #1	27542			2024 - November - 1st Council Meeting	
		Invoice - 2083-2024		Annual DOT Inspections and Repairs	
			001-000-522-20-48-02	Vehicle Repair & Maintenance	\$6,275.00
		Total Invoice - 2083-2024			\$6,275.00
	Total 27542				\$6,275.00
Total Island County Fire District #1					\$6,275.00
Jeffrey Swanson	27543			2024 - November - 1st Council Meeting	
		Invoice - SwansonHydrantMtrDepRef2024		Hydrant Meter Dep Ref #45221035	
			401-000-582-10-00-00	Hydrant Meter Dep Refund	\$100.00
		Total Invoice - SwansonHydrantMtrDepRef2024			\$100.00
	Total 27543				\$100.00
Total Jeffrey Swanson					\$100.00
John H. Hanks	27544			2024 - November - 1st Council Meeting	
		Invoice - 7705		Planning Assist. Computer& Setup/Updates/Setup of New PW Emails	
			001-000-518-30-31-00	Office & Operating Supplies	\$1,832.90
			Planning Computer		
			001-000-518-30-48-00	Computer/Server Maintenance	\$1,074.30
			401-000-534-80-41-00	Professional Services	\$60.00
		Total Invoice - 7705			\$2,967.20
	Total 27544				\$2,967.20
Total John H. Hanks					\$2,967.20
Kara Stamback	27545			2024 - November - 1st Council Meeting	
		Invoice - StanbackGCDepRef10/19/24		Stanback Garden Club Dep Ref 10/19/24	
			003-000-575-50-45-73	Facilities Rental Cancellation	\$150.00
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$250.00
		Total Invoice - StanbackGCDepRef10/19/24			\$400.00
	Total 27545				\$400.00
Total Kara Stamback					\$400.00
Kitsap Bank	27513			2024 - November - 1st Council Meeting	
		Invoice - LAC-2018-13		LC Whitney Water Main Bond	
			401-000-591-34-70-00	Water Main Phs 1 Principal	\$22,000.00

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-592-34-80-00	Water Main Phs 1 Interest	\$14,315.50
		<b>Total Invoice - LAC-2018-13</b>			<b>\$36,315.50</b>
<b>Total 27513</b>					<b>\$36,315.50</b>
27514					
				<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - LAC-2017-14</b>			
		Fire Hall Bond			
		214-000-591-22-70-00		Principal Payment	\$24,735.00
		214-000-592-22-80-00		Interest Payment	\$7,194.63
		<b>Total Invoice - LAC-2017-14</b>			<b>\$31,929.63</b>
<b>Total 27514</b>					<b>\$31,929.63</b>
<b>Total Kitsap Bank</b>					<b>\$68,245.13</b>
<b>L.N. Curtis &amp; Sons</b>					
27546				<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - INV861883</b>			
		Firefighter Gloves, Rubber Boots, Hydrant Gate Valve			
		001-000-522-20-37-00		VFF Gear Allowance	\$2,720.23
		<b>Total Invoice - INV861883</b>			<b>\$2,720.23</b>
		<b>Invoice - INV866370</b>			
		Fire Helmets			
		001-000-522-20-37-00		VFF Gear Allowance	\$1,089.54
		<b>Total Invoice - INV866370</b>			<b>\$1,089.54</b>
		<b>Invoice - inv871456</b>			
		Nozzle w Shutoff/Pistol Grip 1.5NH x 3/4" Orifice Straight Tip			
		001-000-522-20-35-00		Small Tools & Equipment	\$2,369.89
		<b>Total Invoice - inv871456</b>			<b>\$2,369.89</b>
		<b>Invoice - INV874222</b>			
		10 Poly-tuff DJ Hoses			
		001-000-522-20-35-00		Small Tools & Equipment	\$3,588.14
		<b>Total Invoice - INV874222</b>			<b>\$3,588.14</b>
		<b>Invoice - INV875309</b>			
		Fire Boots			
		001-000-522-20-37-00		VFF Gear Allowance	\$3,546.14
		<b>Total Invoice - INV875309</b>			<b>\$3,546.14</b>
<b>Total 27546</b>					<b>\$13,313.94</b>
<b>Total L.N. Curtis &amp; Sons</b>					<b>\$13,313.94</b>

Vendor	Number	Reference	Account Number	Description	Amount
La Conner Chamber of Commerce					
	27547			2024 - November - 1st Council Meeting	
		Invoice - LaChamberHM2024Disb		2024 Hotel Motel Disbursement Qtrs 2&3	
			123-000-573-90-30-01	Chamber of Commerce	\$39,914.44
		Total Invoice - LaChamberHM2024Disb			\$39,914.44
	Total 27547				\$39,914.44
Total La Conner Chamber of Commerce					\$39,914.44
La Conner Fireman's Assoc.					
	27548			2024 - November - 1st Council Meeting	
		Invoice - AirBnb9/9/24		Fire Dept. Training Lodging	
			001-000-522-20-43-00	Fire Travel	\$1,039.90
		Total Invoice - AirBnb9/9/24			\$1,039.90
	Total 27548				\$1,039.90
Total La Conner Fireman's Assoc.					\$1,039.90
La Conner Live					
	27549			2024 - November - 1st Council Meeting	
		Invoice - LacLive2024HMDisb		2024 Hotel Motel Disbursement	
			123-000-573-90-30-10	La Conner Live	\$10,000.00
		Total Invoice - LacLive2024HMDisb			\$10,000.00
	Total 27549				\$10,000.00
Total La Conner Live					\$10,000.00
La Conner Weekly News					
	27550			2024 - November - 1st Council Meeting	
		Invoice - 11503		Legal Notice - Fire Boat Bids	
			001-000-594-22-64-00	Capital Mach/Equip-Fire	\$416.00
		Total Invoice - 11503			\$416.00
	Total 27550				\$416.00
Total La Conner Weekly News					\$416.00
Michael Davolio, AICP					
	27551			2024 - November - 1st Council Meeting	
		Invoice - INV#45		Oct 2024 Planning Charges	
			001-000-558-60-41-00	Professional Services - Planner	\$9,900.00
		Total Invoice - INV#45			\$9,900.00
	Total 27551				\$9,900.00
Total Michael Davolio, AICP					\$9,900.00

Vendor	Number	Reference	Account Number	Description	Amount
Nelson-Reisner	27552			2024 - November - 1st Council Meeting	
		Invoice - 0876505-IN			
		WWTP Fuel/Diesel			
		412-000-554-90-32-00		Fuel	\$2,463.02
		Total Invoice - 0876505-IN			\$2,463.02
	Total 27552				\$2,463.02
Total Nelson-Reisner					\$2,463.02
Nelson-Reisner	27553			2024 - November - 1st Council Meeting	
		Invoice - 11/5/2024 11:21:15 AM			
		Public Works & Fire Dept. Fuel			
		001-000-521-70-32-00		Fuel	\$30.00
		Code Enf. 1/2 Maverick Truck			
		001-000-522-20-32-00		Fuel	\$227.11
		Fire Dept.			
		401-000-534-80-32-00		Fuel	\$977.91
		Public Works			
		Total Invoice - 11/5/2024 11:21:15 AM			\$1,235.02
	Total 27553				\$1,235.02
Total Nelson-Reisner					\$1,235.02
North Hills Resources	27554			2024 - November - 1st Council Meeting	
		Invoice - 43519			
		Pile Grinding			
		412-000-554-90-41-07		Pile Grinding	\$15,366.90
		Total Invoice - 43519			\$15,366.90
	Total 27554				\$15,366.90
Total North Hills Resources					\$15,366.90
NP Information Systems	27555			2024 - November - 1st Council Meeting	
		Invoice - 192208			
		Phones			
		001-000-518-30-42-00		Communications	\$344.08
		Town Hall 70%			
		001-000-522-20-42-00		Communications	\$49.15
		Fire Dept. 10%			
		401-000-534-80-42-00		Communications	\$49.15
		Public Works 10%			
		409-000-535-80-42-00		Communications	\$49.15

Vendor	Number	Reference	Account Number	Description	Amount
				WWTP 10%	
		Total Invoice - 192208			\$491.53
Total 27555					\$491.53
Total NP Information Systems					\$491.53
Pape' Machinery Exchange					
27556				2024 - November - 1st Council Meeting	
		Invoice - 2431468			
			Compost Loader Maint.		
			412-000-554-90-48-06	Compost Machinery/Equip	\$1,761.66
		Total Invoice - 2431468			\$1,761.66
Total 27556					\$1,761.66
Total Pape' Machinery Exchange					\$1,761.66
PEO Sisterhood Int. Chapter JG					
27557				2024 - November - 1st Council Meeting	
		Invoice - PEOSHMHDepRef10/19/24			
			PEO Sisterhood Maple Hall Dep Ref 10/19/24		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$1,000.00
		Total Invoice - PEOSHMHDepRef10/19/24			\$1,000.00
Total 27557					\$1,000.00
Total PEO Sisterhood Int. Chapter JG					\$1,000.00
Pitney Bowes Global Finance Services LLC					
27558				2024 - November - 1st Council Meeting	
		Invoice - 3319830946			
			Postage Meter Lease		
			001-000-518-30-40-00	Lease Agreement Tax	\$7.33
			Tax Split		
			001-000-591-31-70-00	Rents & Leases - Longterm	\$113.94
			Qtrly postage meter lease		
			401-000-534-80-40-00	Lease Agreement Tax	\$7.33
			Tax Split		
			401-000-591-31-70-00	Rents & Leases - Longterm	\$113.93
			Lease Split		
			403-000-531-38-40-00	Lease Agreement Tax	\$7.33
			Tax Split		
			403-000-591-31-70-01	Rents & Leases - Longterm	\$113.93
			Lease Split		
			409-000-535-80-40-00	Lease Agreement Tax	\$7.33
			Tax Split		

Vendor	Number	Reference	Account Number	Description	Amount
			409-000-591-31-70-00	Rents & Leases - Longterm	\$113.93
			Lease Split		
		<b>Total Invoice - 3319830946</b>			<b>\$485.05</b>
<b>Total 27558</b>					<b>\$485.05</b>
<b>Total Pitney Bowes Global Finance Services LLC</b>					<b>\$485.05</b>
<b>PLATT</b>					
	<b>27559</b>			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 5Q94855</b>			
			<b>Light Bulbs</b>		
			001-000-522-20-48-01	Building Repair & Maintenance	\$185.29
		<b>Total Invoice - 5Q94855</b>			<b>\$185.29</b>
	<b>Total 27559</b>				<b>\$185.29</b>
<b>Total PLATT</b>					<b>\$185.29</b>
<b>Port of Skagit Co.</b>					
	<b>27560</b>			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - 67968A</b>			
			<b>Propane</b>		
			005-000-543-10-48-00	Repair & Maintenance	\$70.27
		<b>Total Invoice - 67968A</b>			<b>\$70.27</b>
	<b>Total 27560</b>				<b>\$70.27</b>
<b>Total Port of Skagit Co.</b>					<b>\$70.27</b>
<b>Port of Skagit Co.</b>					
	<b>27561</b>			<b>2024 - November - 1st Council Meeting</b>	
		<b>Invoice - POSNov2024</b>			
			<b>Public Works Lease</b>		
			002-000-576-80-45-00	Rents & Leases - Short Term	\$263.99
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$263.99
			10% PW Lease		
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$263.99
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$1,055.96
			40% PW Lease		
			403-000-531-38-45-00	Rents & Leases - Short Term	\$791.97
			30% PW Lease		
		<b>Total Invoice - POSNov2024</b>			<b>\$2,639.90</b>
	<b>Total 27561</b>				<b>\$2,639.90</b>
<b>Total Port of Skagit Co.</b>					<b>\$2,639.90</b>

Vendor	Number	Reference	Account Number	Description	Amount
Scott Thomas	27562			2024 - November - 1st Council Meeting	
		Invoice - ThomasOct2024Reimb		WASAMA Conference Travel Reimb Thomas	
			001-000-513-10-43-01	Admin Travel	\$149.97
		Total Invoice - ThomasOct2024Reimb			\$149.97
	Total 27562				\$149.97
<b>Total Scott Thomas</b>					<b>\$149.97</b>
Shelter Bay Community	27563			2024 - November - 1st Council Meeting	
		Invoice - SheltBayGCDepRef10/30/24		Shelter Bay Com. Garden Club Dep Ref 10/30/24	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - SheltBayGCDepRef10/30/24			\$215.00
	Total 27563				\$215.00
<b>Total Shelter Bay Community</b>					<b>\$215.00</b>
Skagit Council of Governments	27564			2024 - November - 1st Council Meeting	
		Invoice - 2869-2024		Shared Costs	
			001-000-518-90-41-10	Dues & Memberships	\$54.27
		Total Invoice - 2869-2024			\$54.27
	Total 27564				\$54.27
<b>Total Skagit Council of Governments</b>					<b>\$54.27</b>
Skagit County Auditor	27565			2024 - November - 1st Council Meeting	
		Invoice - SkCoAud11.12.24		Recording of Latecomers Fee P22180/McCormick	
			401-000-534-80-41-00	Professional Services	\$305.50
		Total Invoice - SkCoAud11.12.24			\$305.50
	Total 27565				\$305.50
<b>Total Skagit County Auditor</b>					<b>\$305.50</b>
Skagit County Sheriff Office	27566			2024 - November - 1st Council Meeting	
		Invoice - SkCoOct2024JailTax		Oct 2024 County Jail Tax	
			631-000-589-40-00-00	Special Use Tax - County Jail	\$5,252.37
				Special Use Tax - County Jail	
		Total Invoice - SkCoOct2024JailTax			\$5,252.37
	Total 27566				\$5,252.37
<b>Total Skagit County Sheriff Office</b>					<b>\$5,252.37</b>

Vendor	Number	Reference	Account Number	Description	Amount
Skagit Domestic Viol Svc					
	27567			2024 - November - 1st Council Meeting	
		Invoice - 3353			
			Annual Contribution		
			001-000-562-00-41-13	Domestic Violence of Skagit Co	\$1,000.00
		Total Invoice - 3353			\$1,000.00
	Total 27567				\$1,000.00
Total Skagit Domestic Viol Svc					\$1,000.00
Skagit Valley Family YMCA					
	27568			2024 - November - 1st Council Meeting	
		Invoice - SkYMCA2024			
			Annual Contribution		
			002-000-571-09-41-00	Parks & Rec Programs	\$1,000.00
		Total Invoice - SkYMCA2024			\$1,000.00
	Total 27568				\$1,000.00
Total Skagit Valley Family YMCA					\$1,000.00
Skagit Valley Herald					
	27569			2024 - November - 1st Council Meeting	
		Invoice - SVHNov2024			
			Subscription		
			001-000-518-30-31-00	Office & Operating Supplies	\$492.30
		Total Invoice - SVHNov2024			\$492.30
	Total 27569				\$492.30
Total Skagit Valley Herald					\$492.30
Tacoma Screw Products					
	27570			2024 - November - 1st Council Meeting	
		Invoice - 260107848-00			
			Diamond Concrete Wheel		
			401-000-534-80-35-00	Small Tools & Equipment	\$372.72
		Total Invoice - 260107848-00			\$372.72
		Invoice - 260109496-00			
			Cut-Off Tool & AH Battery w Charger Kit		
			401-000-534-80-35-00	Small Tools & Equipment	\$194.40
		Total Invoice - 260109496-00			\$194.40
	Total 27570				\$567.12
Total Tacoma Screw Products					\$567.12

Vendor	Number	Reference	Account Number	Description	Amount
Teri Cook	27571			2024 - November - 1st Council Meeting	
		Invoice - CookPPDepRef10/19/24		Cook Pioneer Park Dep Ref 10/19/24	
			002-000-582-10-00-00	Park Deposit Refund	\$200.00
		Total Invoice - CookPPDepRef10/19/24			\$200.00
	Total 27571				\$200.00
Total Teri Cook					\$200.00
T-Mobile	27572			2024 - November - 1st Council Meeting	
		Invoice - T-MOBile10/17/24		Cell Phones	
			001-000-575-50-42-00	Senior Center Communications	\$40.44
			401-000-534-80-42-00	Communications	\$423.38
		Total Invoice - T-MOBile10/17/24			\$463.82
	Total 27572				\$463.82
Total T-Mobile					\$463.82
Town of La Conner	27573			2024 - November - 1st Council Meeting	
		Invoice - TOLOct2024WtrChgs		Oct 2024 Water Charges	
			001-000-518-30-47-00	Public Utility Services	\$182.90
			204 Douglas - Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$197.95
			Fire Hall - 12142 Chilberg		
			002-000-576-80-47-00	Public Utility Services	\$74.01
			Skateboard Park - 528 6th Street		
			002-000-576-80-47-00	Public Utility Services	\$100.92
			1st Street Merchant Park		
			002-000-576-80-47-00	Public Utility Services	\$46.82
			Flag Pole/Monument		
			002-000-576-80-47-00	Public Utility Services	\$131.02
			Pioneer Park		
			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
			Benton Street Stairs		
			002-000-576-80-48-01	Building Repair & Maintenance	\$49.62
			Waterfront Park Irrigation #1		
			002-000-576-80-48-01	Building Repair & Maintenance	\$46.82
			Waterfront Park Irrigation #2		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$334.06
			108 Commercial - Maple Hall		

Vendor	Number	Reference	Account Number	Description	Amount
			003-000-575-50-47-02	Public Utility Services-GC 622 South 2nd St - GC	\$136.08
			003-000-575-50-47-05	Public Utility Svcs-Restrooms 613 South First St Restroom	\$279.18
			003-000-575-50-47-05	Public Utility Svcs-Restrooms 304 Morris St Restroom	\$193.87
			401-000-534-80-47-00	Public Utility Services PW Washpad - 12142 Chilberg	\$182.96
			401-000-534-80-47-00	Public Utility Services 604 Third St N - PW Office	\$125.97
			409-000-535-80-47-00	Public Utility Services WWTP - 12154 Chilberg Road	\$156.92
			409-000-535-80-47-00	Public Utility Services Dunlap Street Pump	\$73.87
			409-000-535-80-47-00	Public Utility Services WWTP Hydrant	\$167.12
			409-000-535-80-47-00	Public Utility Services WWTP Belt Filter Press	\$1,025.83
		<b>Total Invoice - TOLOct2024WtrChgs</b>			<b>\$3,626.61</b>
<b>Total 27573</b>					<b>\$3,626.61</b>
<b>Total Town of La Conner</b>					<b>\$3,626.61</b>

U.S. Bank	27574	2024 - November - 1st Council Meeting
		<b>Invoice - ACE10/8/24</b>
		<b>Pipe, Compression Coupling &amp; Couple Comp</b>
		401-000-534-80-48-03      System Repair & Maintenance
		<b>Total Invoice - ACE10/8/24</b> <b>\$122.34</b>
		<b>Invoice - Amazon2917049</b>
		<b>20 Piece Silicone Rubber Grommets</b>
		005-000-595-65-61-05      Morrs St. Mill/Overlay
		<b>Total Invoice - Amazon2917049</b> <b>\$27.15</b>
		<b>Invoice - Amazon5425832</b>
		<b>Wall Clock</b>
		401-000-534-80-31-00      Office & Operating Supplies
		<b>Total Invoice - Amazon5425832</b> <b>\$26.06</b>
		<b>Invoice - Amazon5881068</b>
		<b>Mop Head Replacement</b>
		003-000-575-50-48-01      Building Repair & Maint-MH/MC
		<b>Total Invoice - Amazon5881068</b> <b>\$41.26</b>
		<b>Invoice - Amazon7327401</b>
		<b>Galaxy 11 Inch Cases</b>
		401-000-534-80-31-00      Office & Operating Supplies
		<b>Total Invoice - Amazon7327401</b> <b>\$45.58</b>

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Invoice - Amazon7433805-2</b>			
		<b>Lamiinator Sheets</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$11.71
		<b>Total Invoice - Amazon7433805-2</b>			<b>\$11.71</b>
		<b>Invoice - Amazon7656263</b>			
		<b>Vacuum for Maple Hall</b>			
		003-000-575-50-48-01		Building Repair & Maint-MH/MC	\$217.19
		<b>Total Invoice - Amazon7656263</b>			<b>\$217.19</b>
		<b>Invoice - APA2025</b>			
		<b>APA Annual Membership - Eills</b>			
		001-000-558-60-49-00		Dues & Subscriptions	\$105.15
		<b>Total Invoice - APA2025</b>			<b>\$105.15</b>
		<b>Invoice - APACon-4065</b>			
		<b>APA Conference - Eills</b>			
		001-000-558-60-49-02		Training & Meetings	\$490.00
		<b>Total Invoice - APACon-4065</b>			<b>\$490.00</b>
		<b>Invoice - Costco9/26/24</b>			
		<b>Clothing Allowance - Pena</b>			
		403-000-531-38-35-00		Small Tools & Equipment	\$41.24
		<b>Total Invoice - Costco9/26/24</b>			<b>\$41.24</b>
		<b>Invoice - CrashPinPro9/21/24</b>			
		<b>Server Backup</b>			
		001-000-518-30-48-00		Computer/Server Maintenance	\$54.25
		Server Backup			
		<b>Total Invoice - CrashPinPro9/21/24</b>			<b>\$54.25</b>
		<b>Invoice - INV276346156</b>			
		<b>Monthly Zoom Charge</b>			
		001-000-518-30-31-00		Office & Operating Supplies	\$278.80
		<b>Total Invoice - INV276346156</b>			<b>\$278.80</b>
		<b>Invoice - PK259812</b>			
		<b>Parking WSAMA Conference - Thomas</b>			
		001-000-513-10-43-01		Admin Travel	\$2.00
		<b>Total Invoice - PK259812</b>			<b>\$2.00</b>
		<b>Invoice - PK9/27/24-2</b>			
		<b>Parking WSAMA Conference Thomas</b>			
		001-000-513-10-43-01		Admin Travel	\$0.25
		<b>Total Invoice - PK9/27/24-2</b>			<b>\$0.25</b>
		<b>Invoice - PKJConCntr9/27/24</b>			
		<b>Parking Convention Center - WSAMA Conference Thomas</b>			
		001-000-513-10-43-01		Admin Travel	\$16.00
		<b>Total Invoice - PKJConCntr9/27/24</b>			<b>\$16.00</b>
		<b>Invoice - Toll9/27/24</b>			
		<b>Tacoma Toll Bridge Charge-WSAMA Conference Thomas</b>			
		001-000-513-10-43-01		Admin Travel	\$5.50
		<b>Total Invoice - Toll9/27/24</b>			<b>\$5.50</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Invoice - VBFee9/23/24</b>					
		Verbo Fee for Lodging - WSAMA Conference/Thomas			
		001-000-513-10-43-01		Admin Travel	\$26.00
<b>Total Invoice - VBFee9/23/24</b>					
<b>Invoice - VERBO9/23/24</b>					
		Verbo Lodging Charge - WSAMA Conference/Thomas			
		001-000-513-10-43-01		Admin Travel	\$213.96
<b>Total Invoice - VERBO9/23/24</b>					
<b>Invoice - WAMA2025</b>					
		WA State Assoc. of Municipal Attorneys Annual Membership			
		001-000-513-10-49-01		Admin Dues & Subscriptions	\$312.00
<b>Total Invoice - WAMA2025</b>					
<b>Total 27574</b>					
<b>Total U.S. Bank</b>					<b>\$2,036.44</b>
<b>United Site Services</b>					
	27575	<b>2024 - November - 1st Council Meeting</b>			
<b>Invoice - INV-4901187</b>					
		Port a Potty - John Hammer Park			
		002-000-576-80-41-00		Professional Services	\$201.75
<b>Total Invoice - INV-4901187</b>					
<b>Invoice - INV-4901457</b>					
		Port a Potty - Waterfront Park			
		002-000-576-80-41-00		Professional Services	\$213.25
<b>Total Invoice - INV-4901457</b>					
<b>Invoice - INV-4901545</b>					
		Port A Potty - 6th & Morris			
		002-000-576-80-41-00		Professional Services	\$215.44
<b>Total Invoice - INV-4901545</b>					
<b>Total 27575</b>					
<b>Total United Site Services</b>					<b>\$630.44</b>
<b>US Bank-Parking Meter Fees</b>					
	2018280	<b>2024 - November - 1st Council Meeting</b>			
<b>Invoice - USBnkOct2024PmtStationFees</b>					
		Oct 2024 Payment Station Fees			
		002-000-576-80-41-00		Professional Services	\$97.26
				Moorage/Launch Processing Fees	
		005-000-542-65-48-00		Repair & Maintenance	\$97.26
				Parking Lot Processing Fees	
<b>Total Invoice - USBnkOct2024PmtStationFees</b>					
<b>Total 2018280</b>					
<b>Total US Bank-Parking Meter Fees</b>					<b>\$194.52</b>

Vendor	Number	Reference	Account Number	Description	Amount
USA Bluebook	27576			2024 - November - 1st Council Meeting	
		Invoice - INV00519202		Hach Nitrate Nitrogen & Batteries	
			409-000-535-80-31-00	Office & Operating Supplies	\$105.00
		Total Invoice - INV00519202			\$105.00
		Invoice - INV00520260		Nalgene Distilled Water Safety Wash	
			409-000-535-80-31-00	Office & Operating Supplies	\$89.72
		Total Invoice - INV00520260			\$89.72
	Total 27576				\$194.72
Total USA Bluebook					\$194.72
Utilities Underground Locate	27577			2024 - November - 1st Council Meeting	
		Invoice - 4100727		Oct 2024 Utility Locates	
			401-000-534-80-41-00	Professional Services	\$18.48
			Notifications		
		Total Invoice - 4100727			\$18.48
	Total 27577				\$18.48
Total Utilities Underground Locate					\$18.48
Ven Tek International	27578			2024 - November - 1st Council Meeting	
		Invoice - 146713		Monthly Maint.	
			002-000-576-80-41-00	Professional Services	\$203.63
			005-000-542-65-48-00	Repair & Maintenance	\$203.62
		Total Invoice - 146713			\$407.25
	Total 27578				\$407.25
Total Ven Tek International					\$407.25
Verizon Wireless	27579			2024 - November - 1st Council Meeting	
		Invoice - 9975688034		Cell Phones	
			001-000-513-10-42-00	Mayor's Communications	\$45.29
			001-000-521-70-42-00	Communications-Code Enf	\$26.58
			001-000-522-20-42-00	Code Enforcement/Split with Fire	
			401-000-534-80-42-00	Communications	\$66.58
				Fire Dept./Split w Code & 2nd Remote	
				Communications	(\$17.33)

Vendor	Number	Reference	Account Number	Description	Amount
				Public Works	
		Total Invoice - 9975688034			\$121.12
Total 27579					\$121.12
Total Verizon Wireless					\$121.12
Ward & Kerry Weidenbach	27580			2024 - November - 1st Council Meeting	
		Invoice - WeidenbachLateComersP122180			
		Latecomers Fee McCormick P22180			
		401-000-582-30-00-00		Latecomers Reimb.	\$11,139.41
		Total Invoice - WeidenbachLateComersP122180			\$11,139.41
Total 27580					\$11,139.41
Total Ward & Kerry Weidenbach					\$11,139.41
Waste Management of Skagit	27581			2024 - November - 1st Council Meeting	
		Invoice - 2663677-0043-9			
		WWTP Garbage/Recycle			
		409-000-535-80-47-00		Public Utility Services	\$731.01
		WWTP			
		Total Invoice - 2663677-0043-9			\$731.01
		Invoice - 2663850-0043-2			
		Town Hall/Sheriff Recycle			
		001-000-518-30-47-00		Public Utility Services	\$509.96
		Town Hall/Sheriff			
		Total Invoice - 2663850-0043-2			\$509.96
		Invoice - 2664477-0043-3			
		Public Works Garbage			
		005-000-543-50-48-04		Refuse Disposal	\$806.06
		Public Works			
		Total Invoice - 2664477-0043-3			\$806.06
		Invoice - 2664809-0043-7			
		Fire Dept. Garbage			
		001-000-522-20-47-00		Public Utility Services	\$52.74
		Fire Dept.			
		Total Invoice - 2664809-0043-7			\$52.74
Total 27581					\$2,099.77
Total Waste Management of Skagit					\$2,099.77

Vendor	Number	Reference	Account Number	Description	Amount
Water-Wasterwater Services					
	27582			2024 - November - 1st Council Meeting	
		Invoice - 59949			
			October 2024 WWTP Charges		
			409-000-535-80-41-03	Plant Operator	\$19,333.48
				Sewer Plant Operations	
			409-000-535-80-48-01	Plant Repair & Maintenance	\$469.79
				Reimbursables	
			412-000-554-90-41-05	Compost Operator	\$18,083.65
				Compost Operations	
			Total Invoice - 59949		\$37,886.92
	Total 27582				\$37,886.92
Total Water-Wasterwater Services					\$37,886.92
Wave Broadband					
	27583			2024 - November - 1st Council Meeting	
		Invoice - WAVENov2024			
			Internet & Phones		
			401-000-534-80-42-00	Communications	\$347.14
				PW Office Internet & phones - 604 3rd N	
			409-000-535-80-42-00	Communications	\$35.63
				WWTP Marina Lift Station	
			Total Invoice - WAVENov2024		\$382.77
	Total 27583				\$382.77
Total Wave Broadband					\$382.77
Welch Brothers Construction					
	27584			2024 - November - 1st Council Meeting	
		Invoice - WechHydDepRef2024			
			Hydrant Meter Dep Ref #1865		
			401-000-582-10-00-00	Hydrant Meter Dep Refund	\$100.00
			Total Invoice - WechHydDepRef2024		\$100.00
	Total 27584				\$100.00
Total Welch Brothers Construction					\$100.00
Wesley Fontenot					
	27585			2024 - November - 1st Council Meeting	
		Invoice - FontenotPPDepRef10/27/24			
			Fontenot Pioneer Park Dep Ref 10/27/24		
			002-000-582-10-00-00	Park Deposit Refund	\$100.00
			Total Invoice - FontenotPPDepRef10/27/24		\$100.00
	Total 27585				\$100.00
Total Wesley Fontenot					\$100.00

Vendor	Number	Reference	Account Number	Description	Amount
Wylie Donich					
	27586			2024 - November - 1st Council Meeting	
		Invoice - DonichGCDepRef10/12/24		Donich Garden Club Dep Ref 10/12/24	
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$300.00
		Total Invoice - DonichGCDepRef10/12/24			\$300.00
	Total 27586				\$300.00
Total Wylie Donich					\$300.00
Grand Total		Vendor Count	75		\$283,167.58



# Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **October 16, 2024** through **October 31, 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 5988 through 5995	\$2,912.72	
Auto Payments:		
AWC Insurance	#2018275	\$10,743.68
Deferred Comp.	#2018276	\$2,488.16
Dept of Retirement	#2018277	\$11,899.60
Teamsters Insurance	#2018278	\$8,926.00
Payroll Taxes	#2018279	\$10,341.70
Payroll Auto Deposit		\$29,935.96

are approved for a total payment of \$77,247.82 this 12<sup>th</sup> day of November, 2024.

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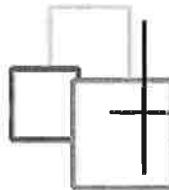
Councilmember – Finance Committee

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Councilmember – Finance Committee

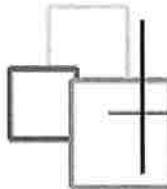
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Councilmember



# Register

Number	Name	Fiscal Description	Cleared	Amount
5988	Dept of Labor & Industry	2024 - November - 1st Council Meeting		\$1,377.08
5989	Employment Security	2024 - November - 1st Council Meeting		\$80.03
5990	Empower Annuity Ins. Co of America	2024 - November - 1st Council Meeting		\$275.00
5991	North Coast Credit Union	2024 - November - 1st Council Meeting		\$150.00
5992	Paid Family & Medical Leave	2024 - November - 1st Council Meeting		\$224.94
5993	Teamsters Local No. 231	2024 - November - 1st Council Meeting		\$186.50
5994	Wa Cares Fund	2024 - November - 1st Council Meeting		\$149.07
5995	Washington State Support Registry	2024 - November - 1st Council Meeting		\$470.10
2018275	AWC Employee Benefit Trust	2024 - November - 1st Council Meeting		\$10,743.68
2018276	Dept of Retirement - Def Comp	2024 - November - 1st Council Meeting		\$2,488.16
2018277	Dept of Retirement Systems	2024 - November - 1st Council Meeting		\$11,899.60
2018278	WA Teamsters Welfare Trust	2024 - November - 1st Council Meeting		\$8,926.00
2018279	Washington Federal	2024 - November - 1st Council Meeting		\$10,341.70
<u>Direct Deposit Run -</u> <u>10/31/2024</u>	Payroll Vendor	2024 - November - 1st Council Meeting		\$29,935.96
				<b>\$77,247.82</b>



# Register Activity

Name	Reference	Posting Reference	Detail Amount
Direct Deposit Run - 10/31/2024	Payroll Vendor	2024 - November - 1st Council Meeting	\$29,935.96
Avery, Adam W	ACH Pay - 7310	Posting Run - 10/31/2024 8:57:19 AM	\$273.72
Avery, Annie L	ACH Pay - 7322	Posting Run - 10/31/2024 8:57:19 AM	\$182.48
Banaszak, Sam E	ACH Pay - 7323	Posting Run - 10/31/2024 8:57:19 AM	\$182.48
Carlson, Ivan J	ACH Pay - 7304	Posting Run - 10/31/2024 8:57:19 AM	\$136.65
Chamberlain, MaryLee S	ACH Pay - 7321	Posting Run - 10/31/2024 8:57:19 AM	\$136.65
Dole, Richard L	ACH Pay - 7325	Posting Run - 10/31/2024 8:57:19 AM	\$1.65
Eills, Ajah G	ACH Pay - 7306	Posting Run - 10/31/2024 8:57:19 AM	\$1,863.15
Hanneman, Marna E	ACH Pay - 7318	Posting Run - 10/31/2024 8:57:19 AM	\$324.83
Herring, Jennifer M	ACH Pay - 7307	Posting Run - 10/31/2024 8:57:19 AM	\$1,477.96
Johnson, Brittany	ACH Pay - 7329	Posting Run - 10/31/2024 8:57:19 AM	\$704.89
Kerley-DeGoede, Maria A	ACH Pay - 7319	Posting Run - 10/31/2024 8:57:19 AM	\$2,288.99
Lease, Brian	ACH Pay - 7313	Posting Run - 10/31/2024 8:57:19 AM	\$2,840.29
Mesman, Benjamin	ACH Pay - 7309	Posting Run - 10/31/2024 8:57:19 AM	\$1,257.74
Mesman, Benjamin F	ACH Pay - 7311	Posting Run - 10/31/2024 8:57:19 AM	\$91.24
Palaniuk, Kevin R	ACH Pay - 7327	Posting Run - 10/31/2024 8:57:19 AM	\$2,390.21
Park, Todd W	ACH Pay - 7305	Posting Run - 10/31/2024 8:57:19 AM	\$2,325.54
Pena-Ayon, Manuel A	ACH Pay - 7316	Posting Run - 10/31/2024 8:57:19 AM	\$1,636.88
Reinstra, Aaron E.	ACH Pay - 7320	Posting Run - 10/31/2024 8:57:19 AM	\$91.24
Reinstra, Aaron M.	ACH Pay - 7324	Posting Run - 10/31/2024 8:57:19 AM	\$1,981.91
Sherman, Albert R	ACH Pay - 7315	Posting Run - 10/31/2024 8:57:19 AM	\$2,083.45
Smith, Christopher	ACH Pay - 7312	Posting Run - 10/31/2024 8:57:19 AM	\$2,482.33
Taylor, Anne M	ACH Pay - 7326	Posting Run - 10/31/2024 8:57:19 AM	\$136.65
Thomas, Scott G	ACH Pay - 7308	Posting Run - 10/31/2024 8:57:19 AM	\$3,050.41
Viola, Angela T	ACH Pay - 7314	Posting Run - 10/31/2024 8:57:19 AM	\$1,857.97
Wohleb, Mary M	ACH Pay - 7328	Posting Run - 10/31/2024 8:57:19 AM	\$136.65
			\$29,935.96

# Reports

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

## **Revenue/Expenditure Report**

**TOWN OF LA CONNER**  
**Monthly Treasurer's Report**  
**October 2024 - Year to Date**

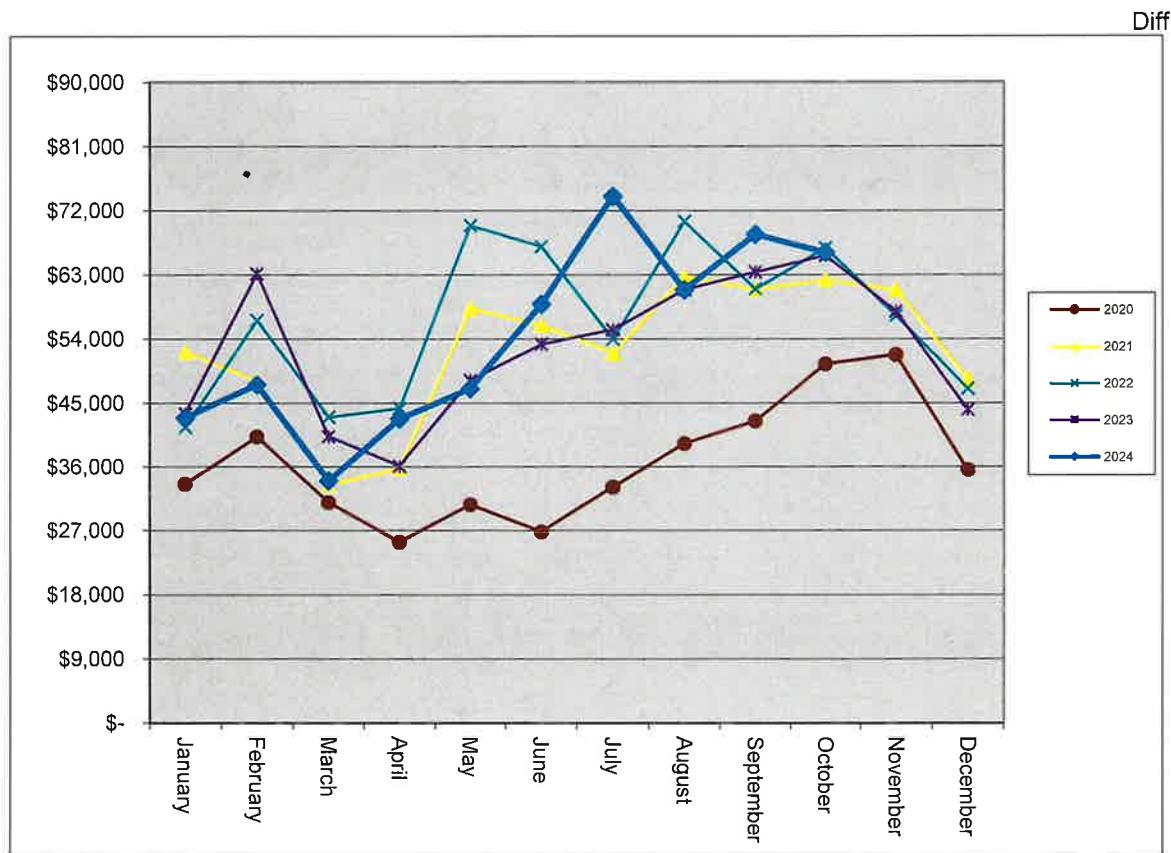
Fund	Fund Name:	Budget	Revenues to	% of Budget	Budget	Expenditures	% of Budget
			Date			to Date	
001	General Fund	1,411,390	1,268,289	90%	2,479,003	1,488,468	60%
002	Park & Port	236,986	236,125	100%	390,532	237,855	61%
003	Facilities	537,906	380,433	71%	574,802	461,402	80%
004	Public Art	3,226	2,456	76%	2,500	908	36%
005	Streets	1,149,843	232,007	20%	1,218,696	285,249	23%
123	Hotel Motel	141,200	167,640	119%	342,111	37,327	11%
214	Fire Hall Bond	50,492	45,194	90%	39,125	7,195	18%
303	Flood Control	500	1,079	216%	500	179	0%
304	REET 1	36,790	61,458	167%	500	408	0%
305	REET 2	36,810	61,527	167%	200,500	200,408	0%
401	Water	1,242,027	1,156,239	93%	1,337,148	970,572	73%
403	Storm Drainage	367,383	307,149	84%	651,556	450,218	69%
409	Sewer	995,364	741,615	75%	1,116,569	551,712	49%
412	Sewer Compost	1,256,702	1,009,968	80%	1,244,152	670,645	54%
<b>TOTALS</b>		<b>7,466,619</b>	<b>5,671,181</b>	<b>76%</b>	<b>9,597,694</b>	<b>5,362,547</b>	<b>56%</b>

## 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	46,949.42
June	26,758.90	55,900.26	66,878.23	53,129.86	58,778.05
July	33,062.15	52,061.10	53,917.06	55,178.70	73,967.99
August	39,233.38	62,720.18	70,383.49	60,820.03	60,799.96
September	42,409.55	60,971.61	60,899.83	63,276.38	68,591.27
October	50,406.48	62,268.96	66,647.98	65,602.87	65,989.67
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	
<b>TOTAL</b>	<b>439,566.13</b>	<b>630,832.54</b>	<b>677,922.76</b>	<b>630,453.21</b>	<b>542,100.72</b>
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	542,100.72
Annual Monthly Avg	36,630.51	52,569.38	56,493.56	52,537.77	45,175.06
Amount needed to meet budget:					67,080.28

88.99%



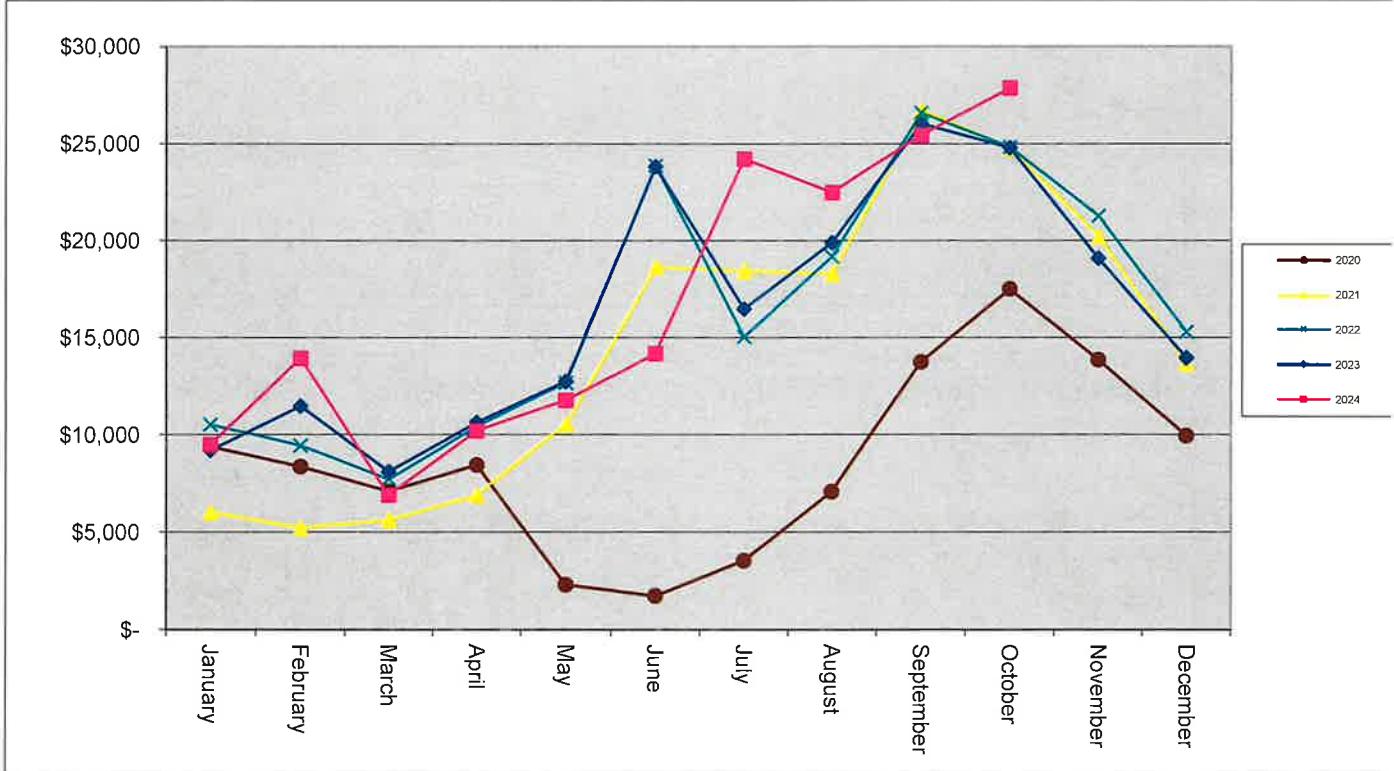
# Town of La Conner

## 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	11,740.32
June	1,715.92	18,643.56	23,829.20	23,784.50	14,159.23
July	3,518.70	18,439.86	14,988.76	16,441.86	24,180.12
August	7,056.40	18,295.26	19,136.57	19,848.46	22,440.16
September	13,732.36	26,730.28	26,545.62	26,000.70	25,422.40
October	17,480.20	24,731.96	24,802.90	24,761.98	27,827.62
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	
<b>TOTAL</b>	<b>102,779.86</b>	<b>175,000.06</b>	<b>196,404.79</b>	<b>195,784.26</b>	<b>166,183.19</b>

118.36%

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	166,183.19
Monthly Average	8,564.99	14,583.34	16,367.07	16,315.36	13,848.60
Amount needed to meet budget:					(25,783.19)
				2023	90,409.85 Diff

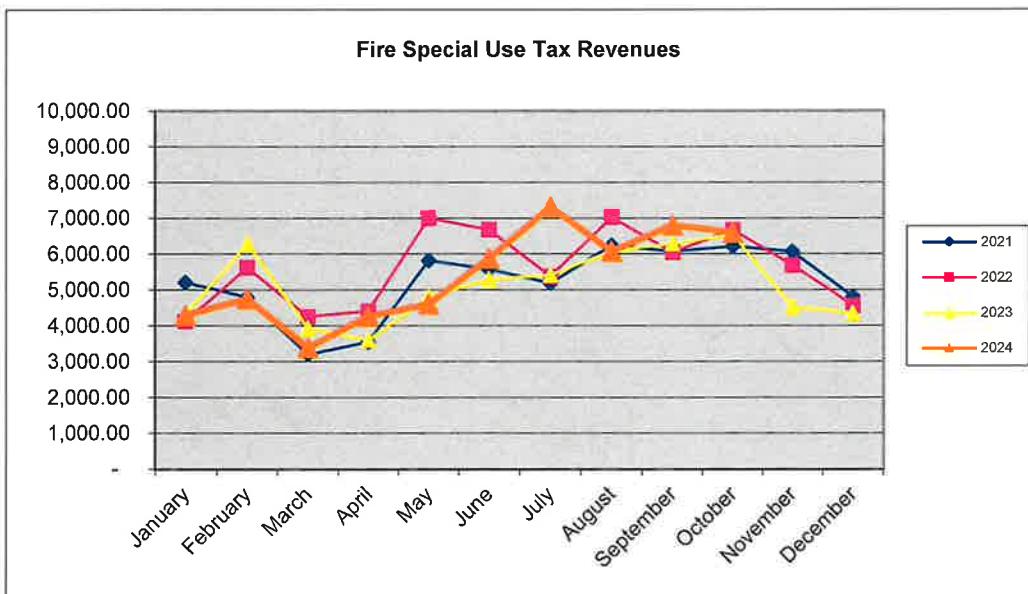


**Town of La Conner**  
**Special Use Fire Tax Revenue**

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	4,593.74	
June	5,569.18	6,661.47	5,297.25	5,869.99	
July	5,170.83	5,364.02	5,393.11	7,301.60	
August	6,230.94	7,019.56	6,063.58	6,070.44	
September	6,055.85	6,041.25	6,284.28	6,798.06	
October	6,201.24	6,659.05	6,524.47	6,589.21	
November	6,052.29	5,673.70	4,516.48		
December	4,795.36	4,555.14	4,344.70		
<b>TOTAL</b>	<b>62,588.72</b>	<b>67,311.00</b>	<b>61,350.21</b>	<b>53,879.51</b>	<b>107.76%</b>
Budgeted	30,334.00	45,501.00	50,000.00	50,000.00	
Received Year to Date	<b>62,588.72</b>	<b>67,311.00</b>	<b>61,350.21</b>	<b>53,879.51</b>	
Monthly Avg	5,215.73	5,609.25	5,112.52	4,489.96	

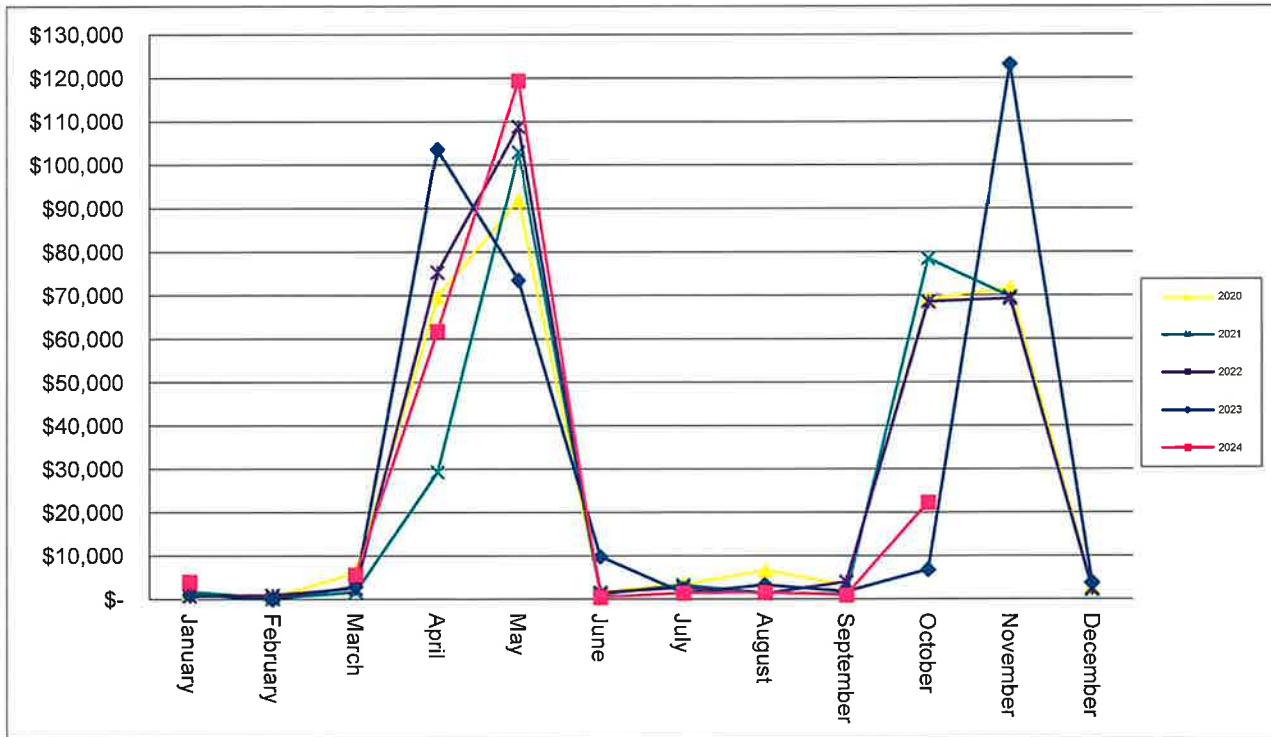
Amount needed to meet budget: **(3,879.51)**

Diff



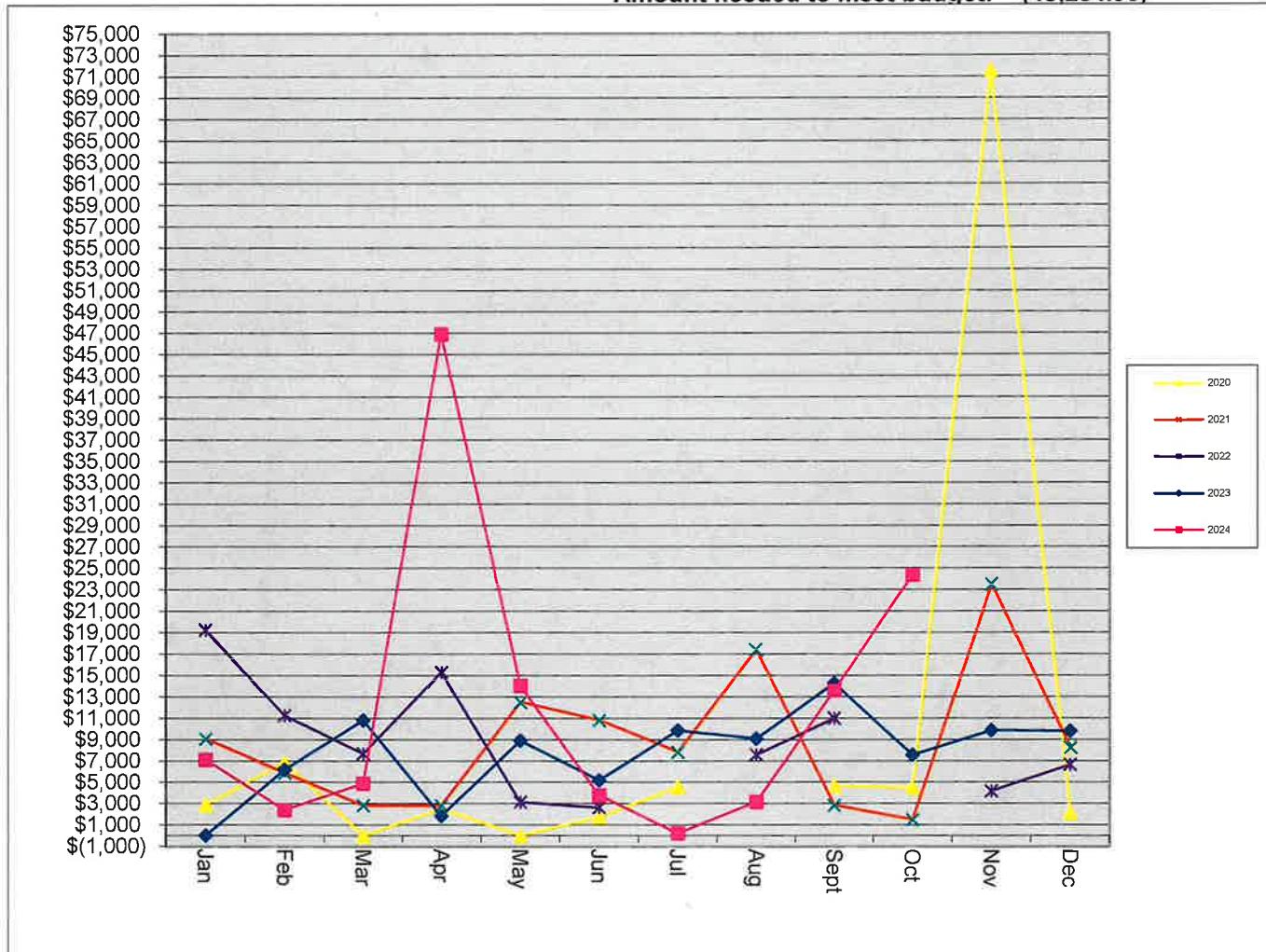
**Town of La Conner**  
**Annual Property Taxes**

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	119,446.31	
June	1,723.19	1,047.57	1,503.75	9,809.06	443.60	
July	3,510.19	3,275.00	2,725.34	1,412.30	1,422.72	
August	6,704.12	1,381.95	1,259.96	3,299.01	1,529.68	
September	3,314.93	1,100.00	3,887.71	1,714.39	945.91	
October	69,156.88	78,553.96	68,521.30	6,801.76	22,305.55	
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		
<b>TOTAL</b>	<b>328,801.15</b>	<b>293,057.83</b>	<b>337,737.71</b>	<b>331,016.58</b>	<b>217,488.95</b>	<b>60.90%</b>
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	217,488.95	
Monthly Avg	27,400.10	24,421.49	28,144.81	27,584.72	18,124.08	
Amount needed to meet budget:						139,632.05



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

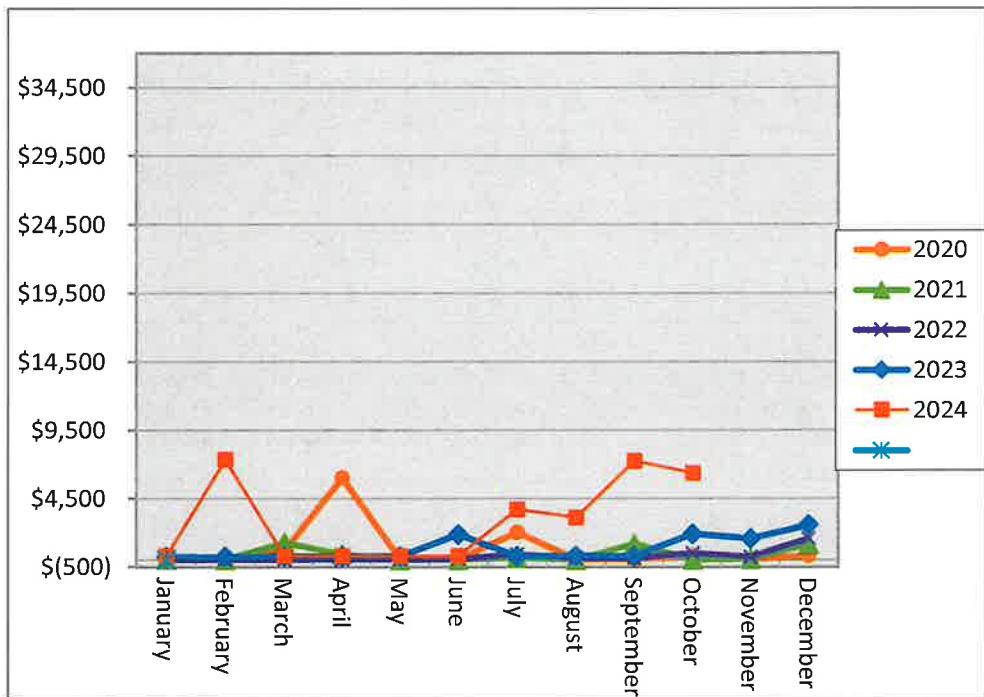
Month	2020	2021	2022	2023	2024
Jan	2,887.09	9,078.30	19,230.75	-	7,092.50
Feb	6,878.02	5,860.80	11,263.69	6,179.19	2,376.00
Mar	-	2,796.75	7,672.50	10,820.70	4,874.50
Apr	2,538.11	2,796.75	15,300.45	1,825.00	46,887.00
May	-	12,508.65	3,118.50	8,910.00	14,030.90
Jun	1,757.25	10,815.74	2,598.75	5,164.50	3,750.00
Jul	4,566.37	7,825.50		9,874.25	176.50
Aug		17,362.12	7,548.75	9,070.87	3,105.00
Sept	4,682.69	2,821.50	10,976.62	14,275.00	13,600.00
Oct	4,497.07	1,480.05		7,543.80	24,342.50
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	
<b>TOTAL</b>	<b>101,561.50</b>	<b>105,075.66</b>	<b>88,459.01</b>	<b>93,314.56</b>	<b>120,234.90</b>
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	120,234.90
Monthly Average	8,463.46	8,756.31	7,371.58	7,776.21	10,019.58
					166.99%
					<b>Amount needed to meet budget: (48,234.90)</b>



## 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	292.30	
June	17.74	3.62	48.70	1,847.72	284.46	
July	2,000.42	141.11	382.44	271.13	3,681.23	
August	12.71	3.92	112.03	277.67	3,094.00	
September	9.88	1,169.94	123.87	272.22	7,196.78	
October	283.03	4.66	446.26	1,881.45	6,307.42	
November	7.74	59.37	182.53	1,550.19		
December	279.06	1,157.59	1,549.18	2,546.09		
<b>TOTAL</b>	<b>9,430.49</b>	<b>4,256.24</b>	<b>2,920.12</b>	<b>9,830.02</b>	<b>29,014.28</b>	<b>379.52%</b>
Budgeted	5,500.00	4,465.00	4,581.00	5,079.00	7,645.00	
Received Year to Date	<b>9,430.49</b>	<b>4,256.24</b>	<b>2,920.12</b>	<b>9,830.02</b>	<b>29,014.28</b>	
Monthly Average	785.87	354.69	243.34	819.17	2,417.86	
Amount needed to meet budget:						(21,369.28)



## **Department Head Reports**

# Public Works

## Department Head Report

### October – 2024

#### Water:

- Asset Management; GIS mapping is now active in startup phase. Weekly team meetings and training will continue.
- Water System Comprehensive Plan Update; patiently waiting on the engineering team.
- Installed two new water services at 212 Center Street.
- Lead & Copper Rule Revision, Lead service line reporting mandated by EPA. La Conner water customers will receive a letter from public works with service line material findings, this survey is not completed and will continue with the survey and notifications. The history of the water system; As-builts, repairs, replacement of water mains and service lines has not shown Lead service lines, we will continue with the survey.

#### Drainage:

- Completed CCTV inspection of all storm piping in Maple Ave and Caledonia Street. the videos will be reviewed for needed repairs and repair method.
- Annual flood mitigation along the waterfront is 95% in place.

#### Streets:

- South First Street officially ONE-WAY Southbound as of October 9<sup>th</sup>.
- Ongoing pothole repairs due to wet weather.
- The TIB grant for pedestrian improvement project, currently closing out this phase. I have reapplied for a grant in hopes to complete the project. Successful grants awarded Nov 21<sup>st</sup>.
- Halloween Parade traffic control.

#### Park and Port:

- Tide Gauge; will be logging critical data during the coming high tides and storms.
- Removed three Hazard trees previously identified in the hazard tree report in Pioneer Park.

#### Facilities:

- Maple Hall elevator inspection and Fire Alarm inspection.
- Annual Arts Alive setup.

#### Other:

- Zippy Fiber project, this is a major project that covers the entire town.
- Preparing the 2025 Public Works budget.
- Projects; 321 N 1<sup>ST</sup> St pier replacement, 102 N 1<sup>st</sup> St, 613 Whatcom BP, La Conner Maritime utility extension DE. 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



## **Town of La Conner**

Honorable Mayor and Town Council

Monthly Report on Wastewater Treatment Plant Operations & Maintenance

**Month:** October 2024

During the month of October, the plant is running well. The effluent is clean, and the fecal coliform counts are below permit. 1 grinded yard waste pile.

*See attached spreadsheet for WWTP data.*

### **Locates**

- There were thirteen (14) locates in October with no issues.

### **Call Outs-Emergencies**

- Called out due to heavy rain fall, 2" of rain in 1.5hrs, closed off oxidation ditch #2 and opened Oxidation ditch #1. Slowed down the RAS pumps and waited for the flow to return to normal, then returned the plant back to normal.

### **System Maintenance**

- The 544J loader had the 2500-hour service, replaced UV lights.

### **Process Changes**

- NONE

### **Miscellaneous**

- Both waste pumps are down.
- In the process of replacing the tribal meter.

### **Compost Sales:**

#### **Wholesale**

0 yards were sold in October—0 yards year to date.

#### **Retail Sales**

254 yards were sold in October—6711 yards year to date.

In October 2024, the Town received 254 yards of retail and wholesale compost for a total of \$2,317.51

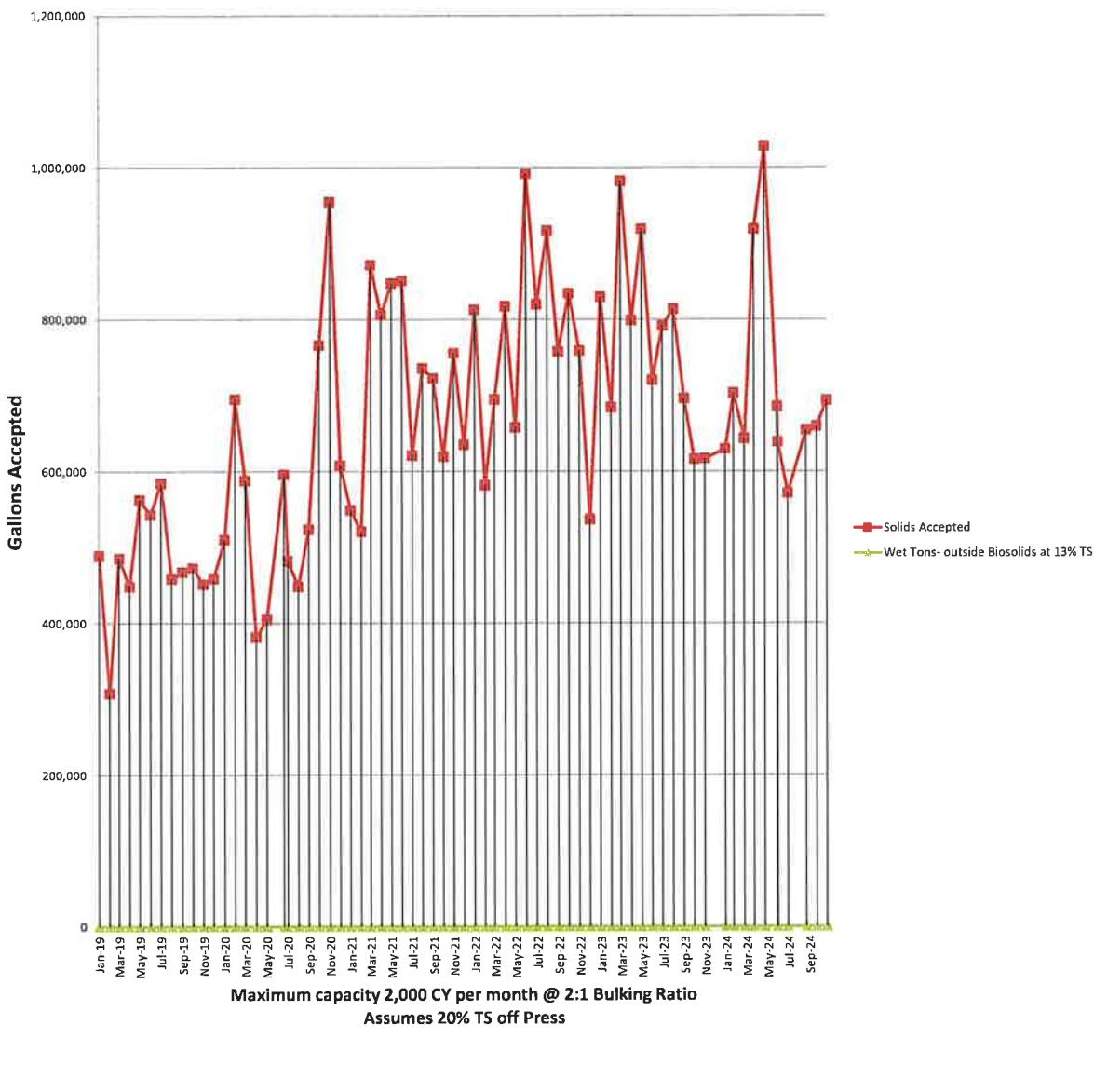
### **Metered Flow:**

Influent:	<u>308,064.5 Gallons</u>
Tribal:	<u>2,163,582 Gallons</u> – Averaged due to broken meter.
Hydrant:	<u>0 Gallons</u>
Belt Press:	<u>985,266 Gallons</u>
Reuse Water:	<u>315,891 Gallons</u>

## LaConner Wastewater Treatment Plant

## Monthly Data 2024

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



# Fire Chief / Code Enforcement Report

## Oct-24

**Alarms:** 28 Emergency Calls **Ave # Responders:** 2.8

**Calendar:**  
2-Oct Bussiness  
9-Oct Med Tablet  
16-Oct SCBA  
23-Oct BonFire HS/ Fire debrief  
30-Oct Pumkin Carving

**Events:** Halloween Parade  
HomeComing Game

**Enforcement Notes:** Homelessness  
Holes in Fences  
1st Street one way

Aaron Reinstra  
Fire Chief/Code enforcement  
Town of La Conner



Incide ▾

Find address or place



X



Bellingham County

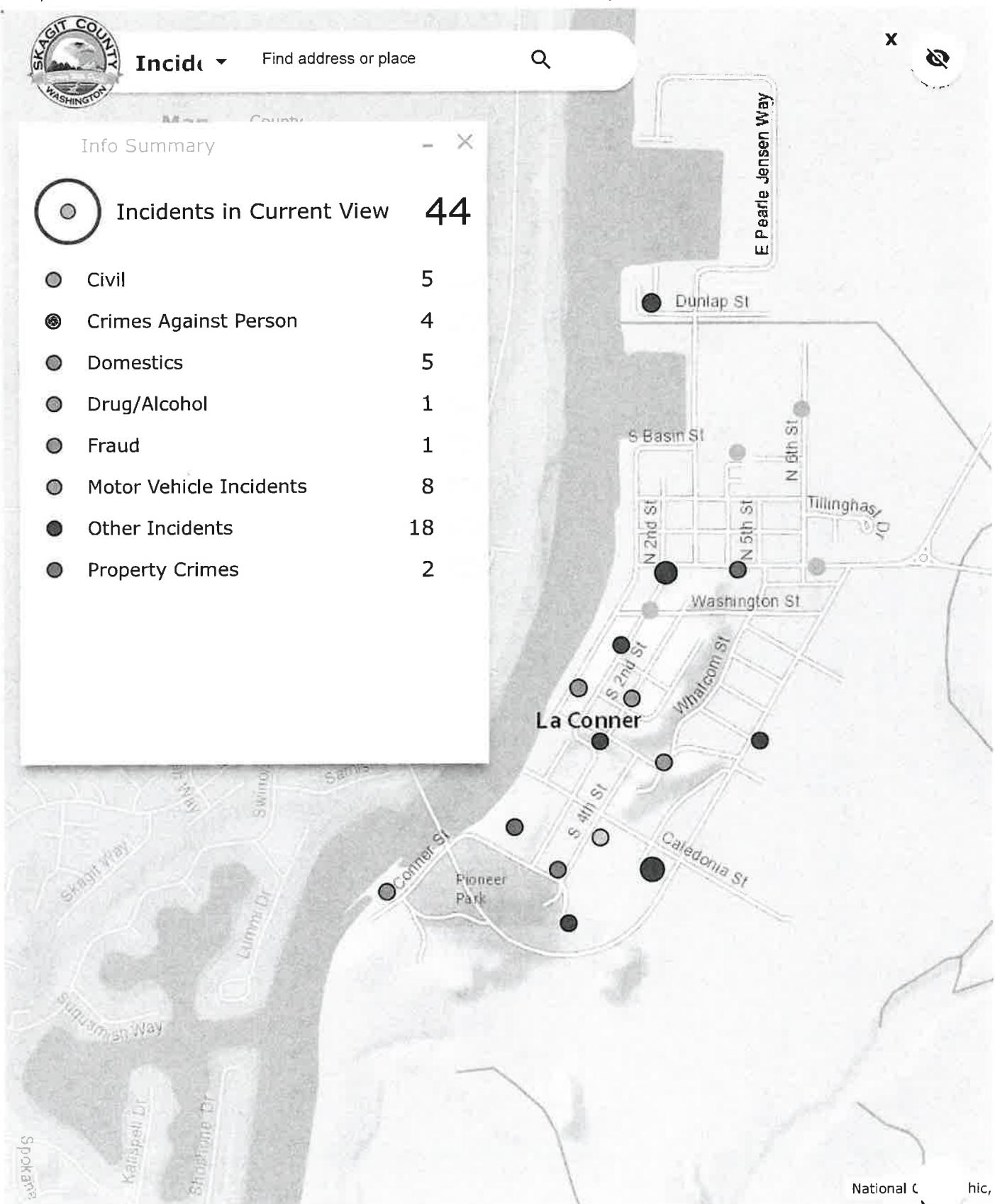
Info Summary



Incidents in Current View

44

● Civil	5
● Crimes Against Person	4
● Domestics	5
● Drug/Alcohol	1
● Fraud	1
● Motor Vehicle Incidents	8
● Other Incidents	18
● Property Crimes	2



172.4°, 48.392 Degrees

1000ft



Agency	TimeDate	CaseNumber	NatureDesc	Category
SCSO	10/2/2024, 7:00 PM	24-12649	Citizen Assist	Civil
SCSO	10/4/2024, 5:46 PM	24-12718	Welfare Check	Other Incidents
SCSO	10/6/2024, 9:56 AM	24-12788	Traffic Enforcement	Motor Vehicle Incidents
SCSO	10/6/2024, 3:10 PM	24-12803	Vehicle Accident	Motor Vehicle Incidents
SCSO	10/7/2024, 4:04 PM	24-12848	Suspicious Circumstances	Other Incidents
SCSO	10/10/2024, 11:27 AM	24-12969	Assault	Crimes Against Person
SCSO	10/10/2024, 3:57 PM	24-12983	Fraud Violation	Fraud
SCSO	10/10/2024, 5:26 PM	24-12986	Vehicle Accident	Motor Vehicle Incidents
SCSO	10/10/2024, 7:57 PM	24-12999	Welfare Check	Other Incidents
SCSO	10/11/2024, 3:27 PM	24-13035	Welfare Check	Other Incidents
SCSO	10/13/2024, 3:00 PM	24-13137	Domestic Violence	Domestics
SCSO	10/13/2024, 9:06 PM	24-13156	Noise Ordinance	Civil
SCSO	10/16/2024, 6:40 PM	24-13285	Vehicle Accident	Motor Vehicle Incidents
SCSO	10/16/2024, 9:42 PM	24-13292	Suspicious Circumstances	Other Incidents
SCSO	10/17/2024, 7:09 AM	24-13300	Trespassing Violation	Property Crimes
SCSO	10/17/2024, 8:13 AM	24-13307	Vagrancy	Other Incidents
SCSO	10/17/2024, 11:07 AM	24-13311	Prowler	Crimes Against Person
SCSO	10/17/2024, 11:28 AM	24-13314	Domestic Violence	Domestics
SCSO	10/18/2024, 4:57 PM	24-13385	Traffic Hazard	Motor Vehicle Incidents
SCSO	10/18/2024, 8:56 PM	24-13391	Domestic Violence	Domestics
SCSO	10/21/2024, 3:19 PM	24-13529	Harassment Of Person	Crimes Against Person
SCSO	10/21/2024, 8:28 PM	24-13545	Welfare Check	Other Incidents
SCSO	10/22/2024, 12:12 AM	24-13547	Welfare Check	Other Incidents
SCSO	10/22/2024, 3:06 PM	24-13575	Vagrancy	Other Incidents
SCSO	10/22/2024, 6:25 PM	24-13587	Harassment Of Person	Crimes Against Person
SCSO	10/22/2024, 6:36 PM	24-13589	Vehicle Accident	Motor Vehicle Incidents
SCSO	10/23/2024, 5:06 PM	24-13627	Vagrancy	Other Incidents
SCSO	10/23/2024, 6:53 PM	24-13631	Suspicious Circumstances	Other Incidents
SCSO	10/24/2024, 11:09 AM	24-13653	Vagrancy	Other Incidents
SCSO	10/24/2024, 1:42 PM	24-13660	Lost Property	Civil
SCSO	10/24/2024, 9:39 PM	24-13679	Vagrancy	Other Incidents
SCSO	10/25/2024, 12:34 PM	24-13702	Vagrancy	Other Incidents
SCSO	10/26/2024, 8:49 AM	24-13740	Warrant Service	Other Incidents
SCSO	10/28/2024, 10:10 AM	24-13801	Vehicle Accident	Motor Vehicle Incidents
SCSO	10/28/2024, 7:05 PM	24-13826	Domestic Violence	Domestics
SCSO	10/28/2024, 8:04 PM	24-13829	Traffic Enforcement	Motor Vehicle Incidents
SCSO	10/29/2024, 3:19 PM	24-13858	Domestic Violence	Domestics
SCSO	10/31/2024, 9:05 AM	24-13920	Vehicle Theft	Property Crimes
SCSO	10/31/2024, 12:45 PM	24-13941	Suspicious Circumstances	Other Incidents
SCSO	10/31/2024, 2:34 PM	24-13944	Civil Problem	Civil
SCSO	10/31/2024, 8:19 PM	24-13956	Civil Problem	Civil
SCSO	11/1/2024, 3:24 PM	24-13985	Alcohol Problem	Drug/Alcohol

**HOURS IN TOWN 87**

**HOURS IN ZONE 581**



# ***TOWN OF LA CONNER***

## **Monthly Planner's Report**

October 2024

### **NEW APPLICATIONS ACCEPTED:**

#### **Land Use**

- LU24-43S, 214 Maple Ave, new sign permit
- LU24-44RM, 612 S. 3<sup>rd</sup> Street, minor new construction
- LU24-45HDR, 612 S. 3<sup>rd</sup> Street, minor historic construction

Page | 1

#### **Building Permit**

- BP24-44EST, 212 State Street, street excavation for utilities
- BP24-45-48SS, 212 State Street, sewer connections
- BP24-46EST, street excavation for storm drainage

#### **Planning Commission:**

The Planning Commission met on October 1 and October 15. On October 1, the Planning Commission reviewed draft elements of the Comprehensive Plan, and finalized the decision to accept a youth advisor to the Commission. During the October 15<sup>th</sup> meeting, the Planning Commission recommend to the Town Council several UDC updates for approval, and continued to review draft elements.

#### **Hearing Examiner:**

There was no business before the Hearing Examiner during the month of October.

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

This month, staff continued to work with the hired consultant to develop the sub-area plan for the Commercial-Transition Zone, focusing on stakeholder interviews and data gathering. In addition, staff completed initial drafts of the Land Use, Parks and Recreation, and Transportation elements.

#### **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 and Public Workshops.
- Staff are continuing to engage in chapter-by-chapter review and rewrite of the Comprehensive Plan elements.
- Staff are developing internal processes to ensure consistency between departments.
- 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

# Unfinished Business

- 1) Center Street Project - Discussion**
- 2) Resolution – County Wide Planning Policy Updates**
- 3) Transportation Element Updates**
- 4) PUBLIC HEARING – 2025 Preliminary Budget**
- 5) 2025 Budget - Discussion**
- 6) PUBLIC HEARING – 2025 Property Tax Revenue Source**
- 7) Resolution – 2025 Property Tax Revenue Source**
- 8) Agreement – Western Fireworks – 4<sup>th</sup> of July**

**Resolution –**  
**County Wide Planning Policy Updates**

# ***Town of La Conner***



## **RESOLUTION NO.**

### **A RESOLUTION OF THE TOWN OF LA CONNER, WASHINGTON IN THE MATTER OF AMENDING THE SKAGIT COUNTY COUNTYWIDE PLANNING POLICIES (CPPs)**

**WHEREAS**, Chapter 36.70A RCW, the Washington State Growth Management Act (GMA), requires local governments to adopt comprehensive plans and implementing regulations; and

**WHEREAS**, under the GMA counties, and the cities within them, are required to collaboratively develop, and administer, countywide planning policies (CPPs). CPPs are intended to ensure consistency between the plans adopted by the counties and the plans adopted by the cities within them, and to ensure adequate coordination on important regional issues such as growth allocations, housing policy, and transportation; and

**WHEREAS**, in Skagit County the process for developing, administering, and amending CPPs is established by an interlocal agreement between Skagit County and the cities and towns within Skagit County (2002 GMA Framework Agreement); and

**WHEREAS**, the Town of La Conner is a party to the Framework Agreement; and

**WHEREAS**, under the terms of the 2002 GMA Framework Agreement countywide planning decisions and decisions to adopt or amend the CPPs are made by the "Growth Management Act Steering Committee" (GMASC) which is comprised of elected officials from Skagit County and the cities and towns within Skagit County; and

**WHEREAS**, On June 20, 2024, the GMASC voted to revise the Skagit County Countywide Planning Policies (CPPs); and

**WHEREAS**, after the adoption of the initial regional growth allocations it became necessary to adjust the allocation to reflect the practical and statutory limitations on siting higher density housing types in rural Skagit County (see attachment "B"); and

**WHEREAS**, revised housing allocations were subsequently developed and reviewed by the GMASC; and

**WHEREAS**, the 2002 GMA Framework Agreement requires that CPP amendments and major changes to regional planning policies be forwarded to the legislative bodies of each city in Skagit County for review and comment; and

**WHEREAS**, on September 3, 2024 the La Conner Planning Commission held a public meeting to review the proposed CPP amendments; and

**WHEREAS**, the Planning Commission recommended the Town Council adopt a resolution supporting the proposed CPP amendments;

**NOW, THEREFORE,**

**BE IT RESOLVED**, that the La Conner Town Council accepts the Planning Commission's recommendation and authorizes the Mayor to sign this resolution supporting the proposed CPP amendments.

Approved by vote of the La Conner Town Council this 12<sup>th</sup> day of November, 2024.

TOWN OF LA CONNER, WASHINGTON

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Marna Hanneman, Mayor

ATTEST:

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Maria DeGoede, Finance Director

Approved as to form:

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Scott Thomas, Town Attorney

## MEMORANDUM

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TO: Town Council  
FROM: Planning Staff  
SUBJECT: County-Wide Planning Policies  
DATE: October 8, 2024

As part of Skagit County's Comprehensive Plan Update, Skagit County must adopt county-wide planning policies (CPPs) in cooperation with the towns and cities located within Skagit County, including La Conner. CPPs are policy statements that establish a framework for developing comprehensive plans so that they are consistent with each other. CPPs are also important because if a dispute occurred over the interpretation of La Conner's Comprehensive Plan, the resolution of that dispute will be resolved in favor of the "interpretation which most clearly achieves Countywide Planning Policies."

As part of the 2002 Framework Agreement that governs Skagit County's adoption of the CPPs, they must refer the draft documents to the member jurisdictions for comments and input. Along with most cities in Skagit County, La Conner staff has decided to refer the CPPs to the Planning Commission for recommendation before Town Council takes final action. On September 3rd, La Conner's Planning Commission recommended that the La Conner Town Council adopt the CPPs.

Attached as Appendix A is the draft CPP from Skagit County for your review. The majority of the changes (in red) are due to new legislative requirements.

Please review the attached CPP and come prepared to approve, challenge, or reject the CPPs. Attached as Appendix B is the 2002 Framework Agreement that governs the County adoption process. The process for challenging the CPPs is Section 9: Dispute Resolution.

## Appendix A

### Skagit County

#### Countywide Planning Policies

January 2024 Proposed Revisions to include  
Housing (HB1220) and Climate (HB 1181) 2021

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Appendix A. Growth Allocations	
Appendix B. Growth Allocations Procedures	

GMA Goal 14 added (2023) Section 14: Climate Change and resiliency. Ensure that comprehensive plans, development regulations, and regional policies, plans and strategies under RCW 36.70A.201 and Chapter RCW 47.80 adapt to and mitigate the effects of a changing climate, support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.

The greenhouse gas emissions reduction sub- element and resiliency element is mandatory for the jurisdictions specified in **RCW 36.70A.95**

## Skagit County Countywide Planning Policies

### The Role of the Skagit County Countywide Planning Policies and the Comprehensive Plans

- i Pursuant to RCW 36.70A.210, these Skagit County Countywide Planning Policies (“Countywide Planning Policies” or “CPPs”) establish a countywide framework for developing county, city and town comprehensive plans (collectively “Comprehensive Plans”).
- ii Except as otherwise provided for by law, Skagit County, municipalities, and state agencies are subject to the Countywide Planning Policies. The Skagit County Comprehensive Plan, and the comprehensive plans of the cities and towns within Skagit County shall be consistent with these policies.
- iii The 2002 Framework Agreement – executed by Skagit County and every city and town within the county – guides the process for adoption and amendment of Countywide Planning Policies.
- iv The Board of County Commissioners adopt and amend Countywide Planning Policies in cooperation with the cities and towns, consistent with RCW 36.70A.210 and the 2002 Framework Agreement.
- v All Elements of Comprehensive Plans, including maps and procedures, shall comply with these policies. Amendments to the other components of Comprehensive Plans shall conform to these policies.
- vi As required by RCW 36.70A.120, activities and capital budgeting decisions made by Skagit County, and all cities and towns located within the county, shall be made in conformity with the locally adopted comprehensive plan.
- vii The Skagit County Comprehensive Plan adopts by reference the following functional plans: Shoreline, Drainage, Floodplain, Schools, Special Districts, Parks and Recreation, Transportation, Watershed, the Coordinated Water System Plan and any other functional plans adopted by Skagit County. Each referenced plan shall be coordinated with, and consistent with, the Skagit County Comprehensive Plan.
- viii All disputes over the proper interpretation of other functional plans and all implementing regulations, including zoning maps and zoning regulations, shall be resolved in favor of the interpretation which most clearly achieves Countywide Planning Policies.
- ix Local governments shall pursue methods of collecting and displaying statistics, maps and other information necessary for government.

- Upon adoption of Comprehensive Plans, sub-area plans will be considered to address homogeneous natural features and communities.

1. **Urban Growth**

**Encourage urban development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.**

- 1.1 Urban growth shall be allowed only within cities and towns, their designated Urban Growth Areas (“UGAs”) and within any non-municipal urban growth areas already characterized by urban growth, identified in the Skagit County Comprehensive Plan with a Capital Facilities Plan meeting urban standards. Population and employment land allocations for each UGA shall be consistent with the allocations shown in Appendix A.
- 1.2 Cities and towns and their urban growth areas, and non-municipal urban growth areas designated pursuant to CPP 1.1, shall include areas and densities sufficient to accommodate as a target 80% of the county's 20-year population projection.
- 1.3 Urban growth areas shall provide for urban densities of mixed uses and shall direct development of neighborhoods which provide adequate and accessible urban governmental services concurrent with development. The Growth Management Act (“GMA”) defines urban governmental services as those governmental services historically and typically delivered by cities, including storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, public transit services, and other public utilities associated with urban areas and normally not associated with nonurban areas.
- 1.4 Urban growth areas shall include greenbelts, greenspace and open space, and encourage the preservation of wildlife habitat areas and healthy urban community forests.
- 1.5 Cities and towns shall encourage development, including greenbelt and open space areas, on existing vacant land and in-fill properties before expanding beyond their present corporate city limits towards urban growth boundaries.
- 1.6 Annexations beyond urban growth areas are prohibited.
- 1.7 The baseline for 20-year countywide population forecasts shall be the official Growth Management Act Population Projections from the State of Washington's Office of Financial Management. The Growth Management Act Technical Advisory Committee (“Planners Committee”) shall recommend the process for allocating forecasted population and employment, which shall be cooperatively reviewed by the Growth Management Act Steering Committee (“GMASC”), consistent with the 2002 Framework Agreement. Final growth allocations will be ratified by each government's legislative body. The growth allocation process shall use the procedures in Appendix B, which calls for the following steps:
  - a. Initial Growth Allocations;
  - b. Reconciliation;
  - c. Long Term Monitoring; and

HB 1220 added new housing allocations, now included in **RCW 36.70A.070 Comprehensive Plans-Mandatory Element**

d. Allocation Adjustment.

1.8 Skagit County, the cities and towns shall use consistent development and housing land capacity analysis methods as approved by the GMASC to determine the capacity of Urban Growth Areas to accommodate population and employment growth and housing produced in the different AMI categories provided by the Department of Commerce. Jurisdictions will supply a capacity amount of undeveloped buildable urban land-needed inventory done as part of their periodic updates, to the Skagit Council of Governments. The inventory of the undeveloped buildable urban land supply is to be maintained by Skagit County in a Regional Geographic Information Systems database.

1.9 Skagit County, the cities and towns will establish a common method to monitor urban development and housing development to evaluate the rate of growth and maintain an inventory of the amount of buildable land remaining and the amount of housing produced in the different AMI categories provided by the Department of Commerce. The Planners Committee shall develop a monitoring process, prepare annual monitoring reports and present the reports to the Growth Management Act Steering Committee annually.

1.10 All growth outside the urban growth boundary shall be rural in nature as defined in the Rural Element, not requiring urban governmental services, except in those limited circumstances shown to be necessary to the satisfaction of both Skagit County and the affected city/town to protect basic public health, safety and the environment, and when such services are financially supportable at rural densities and do not permit urban development

1.11 Prior to altering urban growth areas, or as part of a periodic update, a climate impact analysis shall be completed. The climate impact analysis shall evaluate the greenhouse gas (GHG) and vehicle miles traveled (VMT) impacts associated with the proposed change and consider climate vulnerability and resilience scenarios created by the change. The analysis shall also consider the GHG and VMT impacts associated with other feasible alternatives for accommodating projected growth. Preference shall be given to alternatives that reduce per capita VMT and GHG emissions and changes that increase climate resilience and protect vulnerable populations and overburdened communities.

1.10 .

**1.8** Added housing capacity analysis to the existing land capacity analysis. Removed GMASC requirements for methodology approval. Removed Skagit County GIS requirement to store data. SCOG will collect land and housing capacity reports.

**1.9** Department of Commerce AMI categories for different types of housing will be used for reconciliation and monitoring reports

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**2. Reduce Sprawl**

**Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.**

- 2.1 Contiguous and orderly development and provision of urban services to such development within urban growth boundaries shall be required.
- 2.2 Development within the urban growth area shall be coordinated and phased through inter-agency agreements.
- 2.3 Rural development shall be allowed in areas outside of the urban growth boundaries having limited resource production values (e.g. agriculture, timber, mineral) and having access to public services. Rural development shall have access through suitable county roads, have limited impact on agricultural, timber, mineral lands, critical areas, shorelands, historic landscapes or cultural resources and must address their drainage and ground water impacts.
- 2.4 Rural commercial and industrial development shall be consistent with that permitted by the Growth Management Act, specifically including RCW 36.70A.070(5)(d) and related provisions and the 1997 ESB 6094 amendments thereto. This development shall not be urban in scale or character or require the extension of urban services outside of urban growth areas, except where necessary to address an existing public health, safety or environmental problem.
- 2.5 Rural commercial and industrial development shall be of a scale and nature consistent and compatible with rural character and rural services, or as otherwise allowed under RCW 36.70A.070(5)(d), and may include commercial services to serve the rural population, natural resource-related industries, small scale businesses and cottage industries that provide job opportunities for rural residents, and recreation, tourism and resort development that relies on the natural environment unique to the rural area.
- 2.6 Priority consideration will be given to siting of new rural commercial and industrial uses in areas of existing development, including existing Rural Villages and existing Rural Centers, followed by already developed sites in the rural area, and only lastly to wholly undeveloped sites in the rural area.
- 2.7 Master planned sites designated for industrial and large-scale commercial uses shall be clustered, landscaped, and buffered to alleviate adverse impacts to surrounding areas.
- 2.8 Commercial areas should be aggregated in cluster form, be pedestrian oriented, provide adequate parking and be designed to accommodate public transit.

2.9 Urban commercial and urban industrial development, except development directly dependent on local agriculture, forestry, mining, aquatic and resource operations, and major industrial development which meets the criteria contained in RCW 36.70A.365, should be restricted to urban or urban growth areas where adequate transportation networks and appropriate utility services are available.

The process to consider siting of specific major industrial developments outside of urban growth areas shall follow the process included in the 2002 Framework Agreement for adoption of Countywide Planning Policies. Major industrial developments shall mean a master planned location for specific manufacturing, industrial, or commercial business that:

1. Requires a parcel of land so large that no suitable parcels are available within an urban growth area; or
2. Is a natural resource-based industry requiring a location near agricultural land, forest land, or mineral resource land upon which it is dependent. The major industrial development shall not be for the purpose of retail commercial development or multi-tenant office park.

A major industrial development may be approved outside an urban growth area if the following criteria are met:

1. New infrastructure is provided for and/or applicable impact fees are paid;
2. Transit-oriented site planning and traffic demand management programs are implemented;
3. Buffers are provided between the major industrial development and adjacent non-urban areas;
4. Environmental protection including air and water quality has been addressed and provided for;
5. Development regulations are established to ensure that urban growth will not occur in adjacent non-urban areas;
6. Provision is made to mitigate adverse impacts on designated agricultural lands, forest lands, and mineral resource lands;
8. The plan for the major industrial development is consistent with Skagit County's development regulations established for the protection of critical areas; and

9. An inventory of developable land has been conducted and Skagit County has determined and entered findings that land suitable to site the major industrial development is unavailable within the urban growth area. Priority shall be given to applications for sites that are adjacent to or in close proximity to the urban growth areas.

Final approval of an application for a major industrial development shall be considered an adopted amendment to the Skagit County Comprehensive Plan adopted pursuant to RCW 36.70A.070 designating the major industrial development site on the land use map as an urban growth area. Final approval of the application shall not be considered an amendment to the Skagit County Comprehensive Plan for the purposes of RCW 36.70A.130(2) and may be considered at any time.

2.10 Establishment or expansion of local improvement districts and special purpose taxing districts, except flood control, diking districts and other districts formed for the purpose of protecting water quality, in designated commercial forest resource lands shall be discouraged.

**3. Transportation**

**Encourage efficient multimodal transportation systems that will reduce greenhouse gas emissions and per capita vehicle miles traveled and are based on regional priorities and coordinated with county and city comprehensive plans.**

- 3.1 Multi-purpose Multimodal transportation routes and facilities shall be designed to accommodate present and future traffic volumes.
- 3.2 Primary arterial access points shall be designed to ensure maximum safety while minimizing traffic flow disruptions.
- 3.3 The development of new transportation routes and improvements to existing routes shall be consistent with VMT and GHG reduction targets and shall minimize adverse social, economic and environmental impacts and costs, especially those impacts to vulnerable populations and overburdened communities.
- 3.4 Transportation elements of Comprehensive Plans shall be designed to; facilitate the flow of people, goods and services so as to strengthen the local and regional economy; conform with the Land Use Element; be based upon an inventory of the existing Skagit County transportation network and needs; and encourage the conservation of energy and reduction of VMT and GHG with the goal of meeting or exceeding Washington State targets.
- 3.5 Provisions in Comprehensive Plans for the location and improvement of existing and future transportation networks and public transportation shall be made in a manner consistent with the goals, policies and land use map of the locally adopted comprehensive plan.
- 3.6 The development of a recreational transportation network shall be encouraged and coordinated between state and local governments and private enterprises.
- 3.7 Transportation services for seniors and individuals with disabilities shall be provided by public transportation operators to provide for those who, through age and/or disability, are unable to transport themselves.
- 3.8 Multi-modal level of service (LOS) standards and safety standards shall be established that coordinate and link with the urban growth and urban areas to coordinate optimize land use and transportation traffic compatibility over the long term. New development shall mitigate multimodal LOS deficiencies transportation impacts concurrently with the development and occupancy of the project. Acceptable mitigation may include active transportation facility improvements, increased or enhanced public transportation service, ride-sharing programs, demand management, or transportation systems management strategies funded by the development.
- 3.9 An all-weather arterial road system shall be coordinated with industrial and commercial areas.

Countywide Planning Policies, January 20242024 Proposed Revisions to include Housing (HB 1220) and Climate (HB 1181)

The greenhouse gas emissions reduction sub-element and resiliency sub-element is mandatory for the jurisdictions specified in **RCW 36.70A.95** The greenhouse gas emissions sub-element of the Comprehensive plan must identify actions consistent with guidelines published pursuant to **RCW 70A.45.120** that will:

(a) Result in reductions in overall GHG emissions generated by transportation and land use within the jurisdiction but without increasing GHG elsewhere in the state;

(b) Result in reductions in per capita VMT within the jurisdiction but without increasing VMT in the state

(c) Prioritize reductions that benefit overburdened communities in order to maximize the co-benefits of reduced air pollution and environmental justice.

**WAC 365-196-840** Concurrency - In urban areas, the department recommends counties and cities adopt methodologies that analyze the transportation system from a comprehensive multi-modal perspective authorized by **RCW 36.70A.108**

3.10 Cost effectiveness shall be a consideration in transportation expenditure decisions and balanced for both safety and service improvements.

3.11 An integrated regional transportation system shall be designed to minimize air pollution, including a reduction of vehicle related greenhouse gas emissions and reduction of vehicle miles travelled by promoting the use of alternative transportation modes, reducing vehicular traffic, maintaining acceptable multimodal levels of service, traffic flow, and siting of facilities.

3.12 All new and expanded transportation facilities and transportation system improvements shall be sited, constructed and maintained to minimize noise levels and shall not have the effect of increasing per capita VMT or greenhouse gas emissions.

3.13 Increase the percentage of trips made using transit by prioritizing transit service hours and capital investments for routes serving urban corridors with high levels of ridership potential where dense concentrations of housing, employment, or services exist or are planned.

3.14 Develop a regional network of active transportation facilities and connect major regional cities with a multi-use path system.

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#### 4. Housing

**Plan for and accommodate Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.**

- 4.1 Allow for an adequate supply of land-use options to provide housing for a wide range of incomes, housing types and densities. Comprehensive Plans must include a housing element that plans for and accommodates housing affordable to all economic segments of the population. The housing element must include an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth, including units for low, very low and extremely low-income households, and emergency housing, emergency shelters and permanent supportive housing (PSH).
- 4.2 At a minimum, each jurisdiction shall provide sufficient capacity to accommodate the number and type of units allocated to the jurisdiction through regional allocation process described in Appendix B. Comprehensive plans, development regulations, and funding mechanisms shall also be consistent with the following housing allocation policies:
  - a. Housing allocations including PSH, low, very low and extremely low-income households shall be prioritized in, and shall be primarily allocated to, urban areas with good access to transit and services.
  - b. Rural areas typically lack access to transit and services, but may have localized or unique housing needs, such as housing for rural resource employees or housing for extended family members. In such areas, accessory dwelling units may be considered.
  - c. Consistent with the process described in Appendix B, locations without access to transit or services, including rural areas and towns, may have some of their allocation of low, very low and extremely low-income households, emergency shelters and PSH given by the Department of Commerce methodology or an approved equivalent quantitative method, reallocated to urban areas in cities with more access to services and transit.
  - d. The reconciliation process described in Appendix B may be used to reallocate housing numbers if needed, in coordination with land capacity analysis and population and employment allocation reconciliation processes.
  - e. Avoid further concentrations of low-income, PSH and emergency shelter housing.
  - f. Increase opportunities and capacity for housing that is affordable and close to employment, education, shopping, public services and public transit.

**HB 1220** resulted in new required housing allocations as part of **RCW 36.70A.070** Comprehensive Plans- Mandatory elements in order to plan for and accommodate housing for different area median incomes (AMI)

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**RCW 36.70A.070** Comprehensive Plans Mandatory Elements includes consideration of the role of accessory dwelling units.

4.1g. To provide equal access and to equitably meet the needs of Skagit County's vulnerable populations, PSH and emergency shelter capacity will be allocated to urban areas in a geographically balanced fashion and proportionate to each UGA's population.

4.24.3 Public/private partnerships shall be encouraged to build affordable housing and devise incentives for innovative and environmentally sensitive design to meet the housing needs of people with low and moderate incomes and special needs populations.

4.34.4 Comprehensive Plans should support innovative land use management techniques, including, but not limited to, density bonuses, cluster housing, planned unit developments and the transfer of development rights.

4.44.5 The existing affordable housing stock should be maintained and efforts to rehabilitate older and substandard housing, which are otherwise consistent with comprehensive plan policies, should be encouraged.

4.54.6 The construction of housing that promotes innovative, energy efficient and less expensive building technologies shall be encouraged.

4.64.7 Provisions in Comprehensive Plans for the location of residential development shall be made in a manner consistent with protecting natural resource lands, aquatic resources, and critical areas.

4.8 The County and Cities, and public housing authorities, should participate in multi-jurisdictional affordable housing programs with the goal to increase housing for low-income, PSH and emergency shelters. These programs will be cooperative efforts that include public agencies, non-profits, and other providers of housing. Manufactured home parks shall be allowed only within urban or urban growth areas.

4.9 The County and Cities, in cooperation with housing and human services providers should create an actionable countywide strategy to coordinate the development of public supported housing projects which includes a funding strategy addressing capital and operating.

4.74.10 Regional funding mechanisms and the capital plans of public housing providers should be consistent with the housing allocations established through each jurisdiction's Comprehensive Plan.

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**4.7 Removal of requirements for mobile home parks only within urban or urban growth areas.**  
Allows for more flexibility in LAMIRDS if services are available.

**4.8, 4.9 and 4.10** - ensure that housing elements of jurisdictions are consistent with North Star initiative.

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**5. Economic Development**

**Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.**

- 5.1 The development of environmentally sensitive industries shall be encouraged.
- 5.2 Home occupations that do not significantly change or impact neighborhood character shall be permitted.
- 5.3 Economic diversity should be encouraged in rural communities where special incentives and services can be provided.
- 5.4 Commercial and industrial activities directly related to local natural resource production may be allowed in designated natural resource areas provided they can demonstrate their location and existence as natural resource area dependent businesses.
- 5.5 A diversified economic base shall be encouraged to minimize the vulnerability of the local economy to economic fluctuations.
- 5.6 Commercial, industrial and residential acreage shall be designated to meet future needs without adversely affecting natural resource lands, critical areas, and rural character and life styles.
- 5.7 Tourism, recreation and land preservation shall be promoted provided they do not conflict with the long-term commercial significance of natural resources and critical areas or rural life styles.
- 5.8 Agriculture, forestry, aquatic resources and mineral extraction shall be encouraged both within and outside of designated resource lands.
- 5.9 The primary land use within designated forest resource lands shall be commercial forestry. Residential development shall be strongly discouraged within designated forest resource lands.
- 5.10 Lands within designated agricultural resource areas should remain in large parcels and ownership patterns conducive to commercial agricultural operations and production.

- 5.11 Skagit County shall conserve agriculture, aquaculture, forest and mineral resources for productive use by designating natural resource lands and aquatic resource areas, where the principal and preferred land uses will be long term commercial resource management.
- 5.12 Value added natural resource industries shall be encouraged.
- 5.13 Skagit County shall increase the availability of renewable resources and encourage the maximum attainable recycling of non-renewable resources.
- 5.14 Commercial and industrial activities directly related to or dependent on local aquatic resource areas should be encouraged in shoreline areas provided they are shoreline dependent and/or related.
- 5.15 Comprehensive Plans shall support and encourage economic development and employment to provide opportunities for prosperity.

## **6. Property Rights**

**Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.**

- 6.1 Proposed regulatory or administrative actions shall not result in an unconstitutional taking of private property.
- 6.2 The rights of property owners operating under current land use regulations shall be preserved unless a clear public health, safety or welfare purpose is served by more restrictive regulation.
- 6.3 Surface water runoff and drainage facilities shall be designed and utilized in a manner which protects against the destruction of private property and the degradation of water quality.

**7. Permits**

**Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.**

- 7.1 Inter-agency agreements with other agencies to facilitate multi-agency permits shall be pursued to better serve the public.
- 7.2 Upon receipt of a complete application, land use proposals and permits shall be expeditiously reviewed and decisions made in a timely manner.
- 7.3 Variances that would create a policy violation of a jurisdiction's comprehensive plan shall not be permitted.
- 7.4 New implementing codes and amendments shall provide clear regulations to reduce the possibility of multiple interpretations by staff and applicants.
- 7.5 Impact fees shall be imposed through established ordinances, procedures and criteria so that specific developments do not pay arbitrary fees or duplicative fees for the same impact.
- 7.6 Special purpose districts permitted by statute to request impact fees shall to the extent possible utilize similar formulas to calculate costs of new development.

## 8. Natural Resource Industries

**Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.**

- 8.1 Identified critical areas, shorelands, aquatic resource areas and natural resource lands shall be protected by restricting conversion. Encroachment by incompatible uses shall be prevented by maintenance of adequate buffering between conflicting activities.
- 8.2 Land uses adjacent to agricultural, forest, or mineral resource lands and designated aquatic resource areas shall not interfere with the continued use of these designated lands for the production of food, agricultural and aquatic based products, or timber, or for the extraction of minerals.
- 8.3 Forest and agricultural lands located within urban growth areas shall not be designated as forest or agricultural land of long-term commercial significance unless a program authorizing transfer or purchase of development rights is established.
- 8.4 Mining sites or portions of mining sites shall be reclaimed when they are abandoned, depleted, or when operations are discontinued for long periods.
- 8.5 Long-term commercially significant natural resource lands and designated aquatic resource areas shall be protected and conserved. Skagit County shall adopt policies and regulations that encourage and facilitate the retention and enhancement of natural resource areas in perpetuity.
- 8.6 When plats, short plats, building permits and development permits are issued for development activities on or adjacent to natural resource lands and aquatic resource areas, notice shall be provided to those seeking permit approvals that certain activities may occur that are not compatible with residences.
- 8.7 Fishery resources, including the county's river systems inclusive of their tributaries, as well as the area's lakes, associated wetlands, and marine waters, shall be protected and enhanced for continued productivity.
- 8.8 Skagit County shall encourage sustainable use of the natural resources of the County, including but not limited to agriculture, forestry, and aquatic resources.
- 8.9 Skagit County shall conserve agricultural, aquatic based, forest and mineral resources for productive use by designating natural resource lands and aquatic resource areas where the principal and preferred land uses will be long-term commercial resource management.

**9. Open Space and Recreation**

**Retain open space and green space, enhance recreational opportunities, conserve  
enhance fish and wildlife habitat, increase access to natural resource lands and  
water, and develop parks and recreation facilities.**

- 9.1 Open space corridors within and between urban growth areas shall be identified. These areas shall include lands useful for recreation, fish and wildlife habitat, trails, and connection of critical areas.
- 9.2 To preserve open space and create recreational opportunities, innovative regulatory techniques and incentives such as but not limited to, purchase of development rights, transfer of development rights, conservation easements, land trusts and community acquisition of lands for public ownership shall be encouraged.
- 9.3 The use of Open Space Taxation Laws shall be encouraged as a useful method of land use control and resource preservation.
- 9.4 Expansion and enhancement of parks, recreation and scenic areas and viewing points shall be identified, planned for and improved in shorelands, and urban and rural designated areas.
- 9.5 Property owners shall be encouraged to site and design new construction to minimize disruption of visual amenities and solar resources of adjacent property owners, public road ways, parks, lakes, waterways and beaches.
- 9.6 Development of new park and recreational facilities shall adhere to the policies set out in Comprehensive Plans.
- 9.7 The Skagit Wild and Scenic River System (which includes portions of the Sauk, Suiattle, Cascade and Skagit Rivers) is a resource that should be protected, enhanced and utilized for recreation purposes when there are not potential conflicts with the values (fisheries, wildlife, and scenic quality) of the river system.
- 9.8 Incompatible adjacent uses including industrial and commercial areas shall be adequately buffered by means of landscaping, or by maintaining recreation and open space corridors.
- 9.9 A park and recreation system shall be promoted which is integrated with existing and planned land use patterns.
- 9.10 Indoor and outdoor recreation facilities shall be designed to provide a wide range of opportunities allowing for individual needs of those using these facilities.

**Revised to be consistent with RCW  
36.70A.070 Planning Goals**

- 9.11 School districts, public agencies and private entities should work together to develop joint inter-agency agreements to provide facilities that not only meet the demands of the education for our youth, but also provide for public recreation opportunities that reduce the unnecessary duplication of facilities within Skagit County.
- 9.12 In planning new park and recreation facilities, consideration shall be given to natural features, topography, floodplains, relationship to population characteristics, types of facilities, various user group needs and standards of access, including travel time.

**10. Environment**

**Protect and enhance the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.**

Revised to be consistent with  
**RCW 36.70A.070** Planning Goals

- 10.1 Natural resource lands, including aquatic resource areas and critical areas shall be classified and designated, and regulations adopted to assure their long-term conservation. Land uses and developments which are incompatible with critical areas shall be prohibited except when impacts from such uses and developments can be mitigated.
- 10.2 Land use decisions shall take into account the immediate and long-range cumulative effects of proposed uses on the environment, both on- and off-site.
- 10.3 Reduce the loss of critical aquatic and terrestrial habitat by minimizing habitat fragmentation.
- 10.4 Wetlands, woodlands, watersheds and aquifers are essential components of the hydrologic system and shall be managed to protect surface and groundwater quality.
- 10.5 Recognize the river systems within Skagit County as pivotal freshwater resources and manage development within the greater watershed in a manner consistent with planning practices that enhance the integrity of the aquatic resource, fish and wildlife habitat, and recreational and aesthetic qualities.
- 10.6 Rural character shall be preserved by regulatory mechanisms through which development can occur with minimal environmental impact.
- 10.7 Development shall be directed away from designated natural resource lands, aquatic resource areas and critical areas.
- 10.8 The conversion of tidelands to uplands by means of diking, drainage and filling shall be prohibited, except when carried out by a public body to implement Comprehensive Plans for flood plain management or to respond to a natural disaster threatening life and property.
- 10.9 Septic systems, disposal of dredge spoils and land excavation, filling and clearing activities shall not have an adverse significant effect on Skagit County waters with respect to public health, fisheries, aquifers, water quality, wetlands, wildlife habitat, natural marine ecology and aquatic based resources.
- 10.10 Usual and accustomed activities on natural resource lands and aquatic resource areas shall be protected from interference when they are conducted in accordance with best management practices and environmental laws.

- 10.11 When evaluating and conditioning commercial, industrial or residential development, local governments shall consider threatened or endangered wildlife.
- 10.12 Enter into inter-agency agreements with appropriate state and local agencies and Native American Tribes for compliance with watershed protection, including but not limited to, the cumulative effects of construction, logging and non-point pollution in watersheds.
- 10.13 Cooperate with appropriate local, state and Federal agencies, to develop and implement flood hazard reduction programs, consistent with and supportive of the Corps Feasibility Study and consistent with the Climate Chapters of Comprehensive Plans and Hazard Mitigation Plans.
- 10.14 The Skagit River Floodway and the Skagit River Floodplain shall be regulated to protect human life, property and the public health and safety of the citizens of Skagit County; minimize the expenditure of public money; and maintain flood insurance eligibility while avoiding regulations which are unnecessary restrictive or difficult to administer.
- 10.15 Work together to provide ongoing public education about flooding in a coordinated and consistent program, and adopt a flood hazard reduction plan, that works together with the natural and beneficial functions of floodplains.

**RCW 36.70A.070-** internal consistency required among components within comprehensive plan

**RCW 36.70A.100** -consistency required between neighboring jurisdictions

**RCW 36.70A.070(6)** -consistency between State and local

**11. Citizen Participation and Coordination**

**Encourage the involvement of citizens in the planning process, including the participation of vulnerable populations and overburdened communities, and ensure coordination between communities and jurisdictions to reconcile conflicts.**

- 11.1 Maintain procedures to provide for the broad dissemination of proposals and alternatives for public inspection; opportunities for written comments; public hearings after effective notice; open discussions; communication programs and information services; consideration of and response to public comments; and the notification of the public for the adoption, implementation and evaluation of locally adopted comprehensive plans.
- 11.2 Continue to encourage public awareness of Comprehensive Plans by providing for public participation opportunities and public education programs that include ways to solicit participation from vulnerable populations and overburdened communities designed to promote a widespread understanding of the Plans' purpose and intent.
- 11.3 For land use proposals, including those within the marine environment, all applicants shall bear the costs for public notification, by mail, and by posting of signs. Affected neighbors and surrounding shoreline owners shall be notified as prescribed by ordinance.
- 11.4 Provide regular and ongoing opportunities for public review and comment throughout the development process of Comprehensive Plans.
- 11.5 Encourage citizen participation throughout the planning process as mandated by Washington state statute and codes for environmental, land use, and development permits.
- 11.6 Utilize broad based Citizen Advisory Committees to participate and assist in the Element development of the Comprehensive Plans, sub-area plans and functional plans.

**HB 1181** Requires a climate chapter for jurisdictions specified in **RCW 36.70A.095** and is encouraged for all other jurisdictions. A climate change and resiliency sub-element is required for jurisdictions in Skagit County with populations greater than 6,000. This includes new public outreach requirements to include participation from vulnerable populations and overburdened communities.

**12. Public Facilities and Services**

**Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.**

- 12.1 Public facilities and services shall be integrated and consistent with locally adopted comprehensive plans and implementing regulations.
- 12.2 All communities within a region shall fairly share the burden of regional public facilities. (The GMA defines regional public facilities as streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks, recreational facilities and schools.)
- 12.3 A process shall be developed for identifying and siting essential public facilities. Comprehensive Plans may not preclude the siting of essential public facilities. (The GMA defines essential public facilities as those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities, state and local corrections facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities.)
- 12.4 Lands shall be identified for public purposes, such as: utility corridors, transportation corridors, landfill, sewage treatment facilities, recreation, schools, and other public uses. Skagit County shall work with the state, cities, towns, communities and utility providers to identify areas of shared need for public facilities.
- 12.5 Lands designated for urban growth by Comprehensive Plans shall have an urban level of regional public facilities prior to or concurrent with development.
- 12.6 Development shall be allowed only when and where all public facilities are adequate, and only when and where such development can be adequately served by regional public services without reducing levels of service elsewhere.
- 12.7 Public facilities and services needed to support development shall be available concurrent with the impacts of development.
- 12.8 The financing for system improvements to public facilities to serve new development must provide for a balance between impact fees and other sources of public funds and cannot rely solely on impact fees.

- 12.9 New development shall pay for or provide for its share of new infrastructure through impact fees or as conditions of development through the environmental review process.
- 12.10 Public water supply for new development shall conform to or exceed the Coordinated Water System Plan for public water systems.
- 12.11 Future development of land adjacent to existing and proposed schools and other public facilities shall be compatible with such uses.
- 12.12 Library services within Skagit County should be developed and coordinated to assure the delivery of comprehensive services throughout the county, with Skagit County, cities and towns fairly sharing the burden.
- 12.13 A county-wide recycling program shall be maintained.
- 12.14 Public drainage facilities shall be designed to control both stormwater quantity and quality impacts.
- 12.15 Provide results of the required six-year capital facilities plan, including a financing plan, and ensure consistency with land use designations.
- 12.16 Citizens shall have the opportunity to participate in and comment on proposed capital facilities financing.
- 12.17 The Washington State Boundary Review Board for Skagit County should be disbanded pursuant to RCW 36.93.230 provided that the following tasks are accomplished: (a) that ALL cities and the County have adopted comprehensive plans and development regulations consistent with the requirements of these Countywide Planning Policies and RCW 36.70A, including appropriate urban levels of service for all public facilities and services; (b) that ALL cities and the County have adopted a concurrency ordinance that requires the adopted urban levels of service addressed in (a) above be accomplished in time frames that are consistent with RCW 36.70A.; (c) that special purpose districts that serve UGAs have adopted urban levels of service standards appropriate for their service areas; (d) that ALL cities and the County have an adopted capital facility plan for urban levels of service that indicates sources of revenue and a timeline for meeting such service; and (e) that ALL cities and special purpose districts have in place adopted “interlocal agreements” that discuss arrangements for transfer of assets and obligations that may be affected by transformation of governance or annexation of the service area consistent with the requirements of applicable RCWs.

**13. Historic Preservation**

Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.

13.1 Cooperate with local historic preservation groups to ensure coordination of plans and policies by the Washington state Department of Archeology and Historic Preservation.

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**14. Climate Change and Resiliency**

Ensure that Comprehensive Plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles travelled; prepare for climate impacts and natural hazards; protect and enhance environmental, economic, human health and safety; and advance environmental justice.

14.1 VMT reduction targets will meet or exceed Washington State VMT reduction targets and be consistent with Washington State law.

- a. Direct the majority of urban population growth to mixed use transit accessible corridors.
- b. Prioritize transit service in urban corridors with high ridership potential or where dense concentrations of housing, employment, and services exist or are planned, and as a means of providing frequent, reliable, and direct connections between regional centers.
- c. Local and regional plans shall include multimodal level of service standards and measures to ensure growth related transportation system impacts are mitigated through active transportation improvements, increased or enhanced public transportation service, ride sharing programs, demand management, or other appropriate measures that can be shown to reduce VMT.

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14.2 GHG reduction targets will be consistent with Washington State reduction targets as part of the State adopted Transportation Carbon Reduction Strategy per RCW 70A2.45.020.

14.3 Comprehensive Plans, capital plans, and the regional transportation plan, will consider the effects of climate change. Effects could include riverine flooding, coastal flooding due to sea level rise, wildfire risk, extreme heat, and impacts to water resources such as reduced instream flows, seawater intrusion, and decreased groundwater availability. Preference will be given to policies, actions and strategies that avoid, minimize or mitigate the impacts of climate change on human health or the natural environment, and that reduce VMT and GHG.

14.4 Comprehensive Plans, capital plans and the regional transportation plan shall include measures that address the impacts of climate change on vulnerable populations and overburdened communities.

**HB 1181** requires a climate chapter for jurisdictions specified in **RCW 36.70A.095** and is encouraged for all other jurisdictions. The climate change chapter requires a greenhouse gas reduction sub-element and resiliency sub-element. This is required for jurisdictions in Skagit County with populations greater than 6,000

GHG and VMT reduction targets align with State carbon reduction strategy per **RCW 70A2.45.020**

## Appendix A. Growth Allocations

Table 1: 2036 Initial Growth Allocations

Urban Growth Areas	2015—2036 Forecast Population Growth	Total 2036 Population	2015—2036 Forecast Employment Growth	Total 2036 Employment
Anacortes	5,895	22,293	2,076	10,480
Burlington	3,808	14,272	3,516	13,412
Mount Vernon	12,434	47,403	4,785	21,288
Sedro-Woolley	4,555	17,069	4,427	9,179
Concrete	320	1,193	109	467
Hamilton	114	427	66	288
La Conner	329	1,226	329	1,420
Lyman	162	605	9	38
Bayview-Ridge	72	1,883	1,799	3,455
Swinomish	912	3,416	290	1,247
UGAs Subtotal	<b>28,601</b>	<b>109,787</b>	<b>17,406</b>	<b>61,274</b>
Rural (outside UGAs)	7,150	45,665	1,447	9,343
County Total	<b>35,751</b>	<b>155,452</b>	<b>18,853</b>	<b>70,617</b>

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Table 1 Approved (December 2023) Projected Population Growth

Urban Growth Areas	2022 Population Estimates	2045 Initial Population Allocations	2022-2045 Projected Population Growth Amount	Percent of Total Growth	Percent Growth by Area
Anacortes	17,983	22,971	4,988	16.9%	27.7%
Burlington	12,111	16,930	4,819	16.3%	39.8%
Mount Vernon	37,679	46,460	8,781	29.7%	23.3%
Sedro-Woolley	14,096	18,582	4,486	15.2%	31.8%
Concrete	949	1,130	181	0.6%	19.1%
Hamilton	302	302	0	0.0%	0.0%
La Conner	980	1,191	211	0.7%	21.5%
Lyman	425	425	0	0.0%	0.0%
Bayview-Ridge	1,694	1,694	0	0.0%	0.0%
Swinomish	2,565	2,764	199	0.7%	7.8%
UGA Subtotal	<b>88,784</b>	<b>112,449</b>	<b>23,665</b>	<b>80.0%</b>	<b>N/A</b>

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Rural (outside UGAs)	42,465	48,381	5,916	20.0%	13.9%
Grand Total	131,249	160,830	29,581	100.0%	N/A

Table 2. Approved (December 2023) Allocations of Net New Housing

Urban Growth Areas	Initial Allocations of Net New Housing Needed (2020-2045)						
	0-30% AMI*	31-50% AMI	51-80% AMI	81-100% AMI	101-120% AMI	Above 120% AMI	Total
Anacortes	924	592	422	226	201	577	2,942
Burlington	893	572	408	218	194	558	2,843
Mount Vernon	1,627	1,043	743	398	353	1,016	5,180
Sedro-Woolley	831	533	380	203	180	519	2,646
Concrete	34	22	15	8	7	21	107
Hamilton	0	0	0	0	0	0	0
La Conner	39	25	18	10	8	24	124
Lyman	0	0	0	0	0	0	0
Bayview Ridge	0	0	0	0	0	0	0
Swinomish	37	24	17	9	8	23	118
<b>UGA Subtotal</b>	<b>4,385</b>	<b>2,811</b>	<b>2,003</b>	<b>1,072</b>	<b>951</b>	<b>2,738</b>	<b>13,960</b>
Rural (outside of UGA's)	89	57	501	268	238	2,337	3,490
<b>Grand Total</b>	<b>4,474</b>	<b>2,868</b>	<b>2,504</b>	<b>1,340</b>	<b>1,189</b>	<b>5,075</b>	<b>17,450</b>

Notes:

- 1.) Figures may vary from Skagit County Population, Housing and Employment Growth Allocations Methodology findings due to rounding.
- 2.) UGA is "Urban Growth Area".
- 3.) AMI is "Area Median Income".
- 4.) Emergency housing needs are documented in the Skagit County Population, Housing and Employment Growth Allocations Methodology.

\*0-30% AMI includes permanent supportive housing and non-permanent supportive housing.

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Table 3: Approved (December 2023) 2022-2023 Projected Employment Growth

Urban Growth Areas	2022 Employment Estimates	2045 Initial Employment Allocations	2022-2045 Projected Employment Growth		
			Amount	Percent of Total Growth	Percent Growth by Area
Anacortes	9,503	12,648	3,145	15.3%	33.1%
Burlington	11,640	17,410	5,770	28.1%	49.6%
Mount Vernon	18,781	23,559	4,778	23.3%	25.4%
Sedro-Woolley	4,640	7,040	2,400	11.7%	51.7%
Concrete	391	506	115	0.6%	29.4%
Hamilton	466	489	23	0.1%	4.9%
La Conner	1,020	1,905	885	4.3%	86.8%
Lyman	56	76	20	0.1%	35.7%
Bayview Ridge	2,962	4,901	1,939	9.4%	65.5%
Swinomish	1,140	1,579	439	2.1%	38.5%
	<b>UGA Subtotal</b>	<b>50,599</b>	<b>70,113</b>	<b>19,514</b>	<b>95.1%</b>
Rural (outside of UGA's)	8,972	9,987	1,015	4.9%	11.3%
<b>Grand Total</b>	<b>59,571</b>	<b>80,100</b>	<b>20,529</b>	<b>100.0%</b>	<b>N/A</b>

Notes:

- 1.) Percentages may not sum due to rounding.
- 2.) Figures may vary from Skagit County Population, Housing and Employment Growth Allocations Methodology findings due to rounding.
- 3.) UGA is "Urban Growth Area".
- 4.) The 2015 Planned Action Environmental Impact Statement for the SWIFT Center (formerly known as the "North Cascades Gateway Center") in Sedro-Woolley anticipates 2,855 additional jobs from 2016-2036. These additional jobs are not explicitly included with the 2045 initial employment allocation, though the land capacity conducts, and regional reconciliation process expected to begin late 2024 can account for additional planned employment.

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## Appendix B. Growth Allocations Procedures

The process of setting and reviewing growth allocations shall be consistent with the 2002 Framework Agreement among Skagit County, the cities and towns as currently adopted or amended.

1. **Initial Growth Allocations:** The Planners Committee will develop initial population and employment and housing allocations for review and adoption by the GMASC.
  - a. The initial population allocations will be based on the most recently published official 20-year population projections for Skagit County from the Office of Financial Management.
  - a.b. The initial housing allocations for review and adoption by the GMASC will be based on the Department of Commerce methodology or an approved equivalent quantitative methodology and be consistent with Countywide Planning Policy 4.

Jurisdictions shall use these initial allocations for at least one of the plan alternatives they evaluate for their GMA plan updates and housing plan updates.

2. **Reconciliation for Population and Employment Allocations:** Once the GMA comprehensive plan updates of jurisdictions have identified a preferred growth plan with sufficient detail to determine if the population and employment allocation can be accommodated, the GMASC will review and, if necessary, recommend adjusting the population and employment growth allocations to be included in the CPPs.
  - a. Skagit County, the and cities and towns shall jointly review the preferred growth alternatives proposed in local comprehensive plans for discrepancies with the allocation associated with Skagit County's preferred plan alternative.
  - b. Based on the land supply, permitted densities, capital facilities, urban service capacities and other information associated with the preferred growth alternatives of proposed local comprehensive plans, the Planners Committee shall recommend to the GMASC a reconciled 20-year population and employment allocation.
  - c. The GMASC shall review and recommend to the Board of County Commissioners a reconciled 20-year population and employment allocation. Substantial consideration shall be given to the plan of each jurisdiction, and the recommendation shall be consistent with the GMA and the CPPs.
  - d. The Board of County Commissioners shall consider the recommendation of the GMASC and shall replace the allocations in the CPPs with a reconciled 20-year population and employment allocation.
3. **Reconciliation for Housing Allocations:** Once the GMA comprehensive plan updates of jurisdictions have identified a preferred growth plan including housing allocations based on Department of Commerce guidelines and methodology, or a Commerce approved alternative quantitative method the GMASC will review and, if necessary, recommend adjusting the housing allocations to be included in the CCP's.
  - a. Skagit County and the cities and towns shall jointly review the preferred housing

Countywide Planning Policies, January 20242024 Proposed Revisions to include Housing (HB 1220) and Climate (HB 1181)

**HB 1220** housing allocations added to growth allocation procedures. Includes using Department of Commerce methodology for housing AMI categories and housing types for the reconciliation process.

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allocations proposed in local comprehensive plans for discrepancies with the allocations associated with Skagit County's preferred plan alternative and Department of Commerce requirements.

- b. This will be based on land capacity, permitted densities, transit availability, urban services provided, locations with good proximity to employment centers, alignment with the countywide strategy for development of public supported housing projects and assurance that low income and emergency shelter housing options are dispersed countywide. And any other information provided with the preferred housing alternatives of local comprehensive plans. The Planners Committee shall recommend to the GMASC a reconciled 20-year housing allocation.
- c. The GMASC shall review and recommend to the Board of County Commissioners a reconciled 20-year housing allocation. Substantial consideration shall be given to the plan of each jurisdiction, and the recommendation shall be consistent with the adopted population and employment allocations, the GMA, Department of Commerce requirements and the CCP's.
- d. The Board of County Commissioners shall consider the recommendation of the GMASC and shall replace the allocations in the CCP with a reconciled 20-year housing allocation parallel to the reconciliation process done for population and employment allocations.
- d.e. The reconciliation process for population, employment and housing are all done together as part of the overall reconciliation and will follow the process and procedures in the 2002 framework agreement.

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**3.4 Long Term Monitoring:** Subsequent to reconciliation, the GMASC shall maintain a long-term monitoring process to review annually the population, and employment and housing growth allocations contained in the CPPs.

- a. Skagit County, the cities and towns shall jointly monitor the following:
  - i. Estimated population and employment growth;
  - ii. Annexations and incorporations; and
  - iii. Residential and non-residential development trends.
  - iv. Estimated housing constructed per area median income (AMI) categories determined by the Department of Commerce requirements for housing allocations.
- b. Results of the monitoring program shall be published in a growth monitoring report developed by the Planners Committee and recommended to the GMASC.
- c. The GMASC shall review and approve the annual report by resolution.

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**4.5 Allocation Adjustment:** The GMASC may consider adjustments to the population and employment growth allocations contained in Appendix A of CPPs in the years between Washington state-required updates. The following steps shall be used:

- a. Based on the results of the long-term monitoring process, the Planners Committee may review and recommend to the GMASC an adjustment to the population and employment allocations.
- b. The GMASC shall review the Planners Committee recommendation to adjust growth allocations and may recommend to the Board of County Commissioners an adjustment to the population and employment allocations. Adjustments to the growth allocations shall be based on the results of the monitoring program and shall be consistent with the GMA and the CPPs.
- c. The Board of County Commissioners shall consider the recommendation of the GMASC and may amend the CPPs with adjusted population and employment allocations for cities and towns, UGAs, and rural areas.

Any disputes regarding the roles and responsibilities of the Board of County Commissioners, the GMASC, and individual jurisdictions in reviewing and approving amendments to the Countywide Planning Policies shall be resolved in accordance with the procedures established by the 2002 Framework Agreement.



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**AFTER RECORDING RETURN TO:**  
**SKAGIT COUNTY BOARD OF COMMISSIONERS**  
**700 SO. SECOND STREET, ROOM 202**  
**MOUNT VERNON, WA 98273**

**DOCUMENT TITLE:** 2002 Framework Agreement Among Skagit County, the City of Burlington, the City of Mount Vernon, the City of Anacortes, The City of Sedro Woolley, and the Town of LaConner

**DATE SIGNED:** November 26, 2002

**GRANTOR:** SKAGIT COUNTY

**GRANTEE:** Cities of Burlington, Mount Vernon, Anacortes, Sedro Wooley and the Town of LaConner

**COUNTY CONTRACT NO.:**

**'2002 FRAMEWORK AGREEMENT'**

**ORIGINAL**

**AMONG  
SKAGIT COUNTY,  
THE CITY OF BURLINGTON, THE CITY OF MOUNT VERNON, THE  
CITY OF ANACORTES, THE CITY OF SEDRO WOOLLEY, AND THE  
TOWN OF LACONNER**

**REGARDING COORDINATED PLANNING, URBAN SERVICES, AND  
COUNTYWIDE PLANNING POLICIES**

WHEREAS, pursuant to Chapter 36.70A RCW, Skagit County (the "County") and each city and town situated therein (the "City" or "Cities") must adopt a comprehensive plan and development regulations to implement their respective comprehensive plans; and

WHEREAS, pursuant to RCW 36.70A.210, the County legislative authority must adopt county-wide planning policies ("CPPs") in cooperation with the Cities; and

WHEREAS, CPPs are defined by the Growth Management Act as the written policy statements that establish a framework for developing and adopting county and city comprehensive plans, and thereby provide a locally adopted format for meeting the state planning goals; and

WHEREAS, in accordance with RCW 36.70A.210, the comprehensive plans adopted by the Cities and by Skagit County must be consistent with the CPPs; and

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WHEREAS, a Framework Agreement is necessary to set out the agreed upon procedures by which the CPPs will be developed and adopted; and

WHEREAS, pursuant to RCW 36.70A.210, just such a Framework Agreement was adopted by the cities of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley, the town of La Conner, and Skagit County on January 13, 1992; and

WHEREAS, these jurisdictions used the Framework Agreement to reach agreement in 1992 on a set of CPPs, and subsequently amended those CPPs in 1996; and

WHEREAS, these jurisdictions have all adopted comprehensive plans and development regulations pursuant to GMA requirements and those CPPs; and

WHEREAS, pursuant to RCW 36.70A.130 (as amended by SSB 5481), the comprehensive plans and development regulations of the County and of the Cities must be reviewed to ensure compliance with the Growth Management Act no later than December 1, 2005, and every five years thereafter (exclusive of policies and development regulations to site secure community transition facilities, which policies and development regulations must be completed by September 1, 2002 in accordance with RCW 36.70A.200 and ESSB 6594); and

WHEREAS, the parties find it in the best interest of the citizens served by each government to make the most effective and efficient use of planning resources; and

WHEREAS, the parties find that the most efficient and effective use of resources to provide planning services and grants administration may be better achieved by a new organizational structure than that established by the 1992 Framework Agreement; and

WHEREAS, the parties, after thorough examination of the structure of the existing County-Wide Planning Policies Committee, conclude it to be in the best interest of the citizens to rescind the existing 1992 interlocal agreement, and dissolve the County-Wide Planning Policies Committee created by the 1992 Agreement, and adopt the provisions set forth below in this 2002 Framework Agreement.

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NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES; THE CITY COUNCIL OF THE CITY OF BURLINGTON; THE CITY COUNCIL OF THE CITY OF MOUNT VERNON; THE CITY COUNCIL OF THE CITY OF SEDRO WOOLLEY; THE TOWN COUNCIL OF THE TOWN OF LACONNER; AND THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF SKAGIT, THAT THE 1992 FRAMEWORK AGREEMENT, A COPY OF WHICH IS ATTACHED HERETO, IS HEREBY REPEALED AND ANNULLED.

BE IT FURTHER RESOLVED, THAT THE FOLLOWING AGREEMENT, TO BE KNOWN AS THE "2002 FRAMEWORK AGREEMENT", IS HEREBY ADOPTED.

#### SECTION I: PURPOSE

It is the intent of Skagit County and the Cities to cooperate in efforts to provide visionary leadership on regional plans, policies and issues. It is the purpose of this Agreement to enhance the ability of the parties to improve the present health, safety, convenience and welfare of their citizens and to plan for the future development of the Cities and the County to the end that the governments achieve a county-wide pattern of community-building, land use, and conservation that reflects the environmental, economic, aesthetic, and social values of city and county residents.

This Agreement will improve the collective ability of the parties to address pertinent issues in an integrated, coordinated and on-going manner, and to respond flexibly and intelligently to events that affect the welfare of city and county citizens. The Agreement also will encourage the effective design and implementation of appropriate tools--both regulatory and non-regulatory--that can provide the means to manage and direct growth in a manner that will achieve compliance with the Washington Growth Management Act.

To assist in accomplishing the above and other tasks related to developing complimentary comprehensive plans, it is the intent of Skagit County and the Cities to cooperatively support a planning organization as further described in Section 3 below, to recommend CPPs and thereby ensure the adoption of consistent comprehensive planning policies. The primary functions of such planning organization shall be to:

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- Develop, as appropriate, policies for transportation, growth management, environmental quality, and other topics determined by the GMA Committee's Steering Committee;
- Provide agreed and accepted data and analysis to support local and regional decision making;
- Build community consensus on regional issues through information, and citizen involvement at the local level;
- Build intergovernmental consensus on regional plans, policies and issues, and advocate local implementation;
- Establish a mechanism to systematically and logically update the CPPs as necessary; and
- Develop procedures for siting regional essential public facilities that includes regional input.

## **SECTION 2: DISSOLUTION OF COUNTYWIDE PLANNING POLICIES COMMITTEE**

The GMA Committee shall be the successor to the Countywide Planning Policies Committee of Skagit County, which Countywide Planning Policies Committee shall be dissolved upon the implementation of the GMA Committee by virtue of the execution of this Agreement and the filing of a copy of this Agreement with the Skagit County Auditor. Each City shall also file a copy of this Agreement with its respective city clerk.

## **SECTION 3: ORGANIZATION**

The GMA Committee shall consist of a Steering Committee supported by a Technical Advisory Committee.

A. **Steering Committee.** The Steering Committee shall consist of the Mayors of each City, or a City council member designated by the Mayor, and the three Skagit County Commissioners. The Steering Committee shall develop recommendations for CPPs, including UGAs and residential, commercial and industrial allocations, as set forth herein.

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B. Voting. Policy decisions, including the content of CPPs, should be arrived at by consensus. In the event unanimous consent cannot be achieved, decisions shall be made by a simple majority of the number of votes present, as described in Section 9, unless the issue involves a recommendation on a CPP or CPP amendment after dispute resolution, in which case, supermajorities of the number of population-weighted votes and of the jurisdictions present and voting at the meeting as described in Section 9 (G) shall prevail. Policy decisions concerning the alteration of any UGA boundary, or proposed change to any municipal UGA population or commercial/industrial allocation, shall not take effect until also ratified by both the City whose UGA is affected by the proposed change, and the County. The City whose UGA is affected by the proposed change, or the County, has the discretion to decline to ratify the proposed change, in which event the proposed change shall not take effect. There shall be no appeal from such decision to decline to ratify, other than an appeal if provided by RCW 36.70A.

C. Steering Committee Meetings; Quorum; Rules. The GMA Steering Committee shall conduct regular meetings, as it deems necessary for the transaction of its business. At a minimum, the GMA Steering Committee shall hold one regular meeting per year and shall always provide a minimum of two weeks written notice to all members of any meeting of the Steering Committee. The GMA Steering Committee may adopt By-Laws for the transaction of business, but in any event shall keep minutes of all proceedings, including transactions, findings, determinations, and the number of votes for and against each question, and if any member is absent or disqualified from voting indicating the fact, all of which shall be filed in the office of the County Commissioners, and shall be public records. A majority of the members including the chairman or acting chairman shall constitute a quorum for the transaction of any business. All Steering Committee meetings shall be open to the public as provided in Section 7, below.

D. Steering Committee Officers. The Steering Committee shall elect, from among its members, a Chairman and Vice Chairman, and any other officers that it deems necessary. The Chairman and Vice Chairman shall be one from the County and one from the Cities. In the absence of the Chairman, the Vice Chairman shall act and shall have all the powers and duties of the Chairman. The terms of the officers shall be for one (1) year.

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E. Technical Advisory Committee. The Technical Advisory Committee (TAC) is a staff committee consisting of the Planning Directors of the Cities and the County Planning Director and two (2) County Assistant Planning Directors. The Steering Committee shall direct the work of the Technical Advisory Committee.

F. SEPA. The City whose UGA is affected and the County shall share SEPA lead agency responsibility pursuant to WAC 197-11-944 as to UGA Boundary changes and population and commercial/industrial adjustments as described in Sub-Section B of the this Section. Otherwise each jurisdiction will be responsible for its own SEPA review as necessary.

G. Additional Members. Any City of Skagit County that is not a party to this Agreement shall also be admitted as a party to this Agreement when they complete the following steps: 1) Giving written notice of the intent to participate to all other parties to this Agreement, 2) Executing and adopting this Agreement, and 3) Agreeing to and complying with the rules of participation as set by the Steering Committee. Further, membership for purposes of voting shall be in the same proportion as any other "member" party to this Agreement, all as set forth in Section 9 below. In addition, compliance with this Section 3, Paragraph G, must be completed a minimum of two weeks prior to such additional member having a valid vote under this Agreement.

#### **SECTION 4: TERM**

The term of this Agreement is from November 1, 2002 through October 31, 2003, and shall automatically renew each year unless terminated as provided in Section 11 herein.

#### **SECTION 5: POWERS AND DUTIES**

The GMA Steering Committee shall have the following specific powers:

- (1) To adopt rules of procedure and bylaws, to regulate its affairs and conduct business, including the ability to establish minimum requirements for attendance at meetings by member representatives;
- (2) To hold public hearings and sponsor public forums whenever deemed necessary or useful in the execution of the functions of the GMA Committee;

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- (3) To participate with other governmental agencies, educational institutions, and private organizations in the coordination or conduct of its activities;
- (4) To advise the legislative bodies of the parties hereto, and to recommend to such legislative bodies proposed planning policies, including UGA boundary or allocation adjustments as developed by the Steering Committee;
- (5) To approve an annual work plan for the GMA Committee; and
- (6) To direct and supervise the activity of the Technical Advisory Committee.

## **SECTION 6: ROLE WITH LEGISLATIVE BODIES**

Referral of Draft Documents. It is incumbent on the GMA Committee to refer issue statements, potential policy determinations, and draft policies to the legislative bodies of the member jurisdictions at the earliest possible time, to provide a meaningful opportunity for public comment, and to solicit input from the member jurisdictions' legislative bodies. Statements on policy formation should be provided by the Steering Committee on a monthly basis when discussions are taking place. The GMA Committee shall not substitute for or replace the duties and responsibilities of the legislative bodies of the member jurisdictions.

## **SECTION 7: PUBLIC RECORDS AND MEETINGS**

A. Public Records. As a joint project between the parties, all documents prepared for use by the GMA Committee shall be subject to Washington's Public Records Act. Requests to review records under that Act shall be addressed by the party receiving the request.

B. Public Meetings. All meetings of the Steering Committee shall be subject to the provisions of Chapter 42.30 RCW, provided that the provisions of RCW §§ 42.30.120 and 42.30.130 shall not apply to meetings of the GMA Committee and the Steering Committee unless otherwise made applicable by Chapter 42.30 RCW.

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## **SECTION 8: PUBLIC PARTICIPATION**

GMA obligates each member jurisdiction to include meaningful public participation prior to adoption of any plan or development regulation that may be the subject of a GMA Committee recommendation. Rather than replace these individual jurisdiction public participation processes and the resulting public input, it shall be the role of the Steering Committee to strive to balance any competing interests that may come out of the different public participation processes in making policy recommendations to its member jurisdictions.

## **SECTION 9: DISPUTE RESOLUTION**

A. This Section 9 only applies to the process for development of CPP recommendations, unless otherwise agreed upon in writing by the voting parties.

B. Good Faith Efforts. The parties shall seek in good faith to resolve any dispute arising out of or relating to this Agreement, and any policy, recommendation, statement of position, or other matter determined by the Steering Committee. In the event such dispute or conflict arises, the parties agree that, notwithstanding such dispute or conflict, the parties will make a good faith effort to cooperate in continuing to work toward the successful completion of the work program.

C. Notice of Dispute. If in disagreement with any CPP policy recommendation of the Steering Committee, the disputing party or parties shall provide the Chairman of the Steering Committee with a signed written notice of such disagreement, identifying generally the nature and circumstances that caused the disagreement.

D. Invocation of Alternative Dispute Resolution ("ADR"). If the disagreement is not resolved to the disputing party's satisfaction within 60 calendar days of submitting the written statement, the disputing party may invoke non-binding ADR procedures as set forth below.

E. Cost of ADR. The parties agree that the cost of any ADR procedures shall be borne one-half by the disputing party or parties, and the other half by the GMA Committee, with each party bearing its own preparation costs. The GMA Committee cost shall be allocated to those

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parties which are not disputing the issue(s) based on the population weighted formula set-forth in Section 9, paragraph G.

F. ADR Procedures.

(1) Selection of Mediator. The parties shall agree on a mediator. If the parties cannot agree on a mediator, the parties shall request, in writing, an appointment of a mediator by the presiding judge of Skagit County Superior Court.

(2) Rules. Mediation. The method and rules for any ADR procedure shall be as agreed by the parties or, if the parties cannot agree, mediation shall be administered in a manner determined by the mediator.

(3) Location. All mediation proceedings shall be conducted within Skagit County unless otherwise mutually agreed upon, in writing, by the parties.

G. Failure of Mediation. In the event that mediation does not result in an acceptable settlement within 90 days from the selection of a mediator, the Steering Committee is authorized to take a final binding vote as follows:

(1) Each jurisdiction represented on the Steering Committee is authorized the number of votes equal to its most recent official population estimate provided by the State Office of Fiscal Management, provided that the County shall be authorized the number of votes corresponding to the total population of the County less the population of the incorporated Cities within the County;

(2) In the case of the County, for purposes of the population-weighted vote, each voting member is allocated an equal portion of the number of votes equal to the most recent official population estimate for unincorporated Skagit County provided by the State Office of Fiscal Management. To illustrate, if all three County Steering Committee representatives participate in any vote, then the three representatives shall each represent one third of the County's population. If two County Steering Committee representatives participate in any vote, then each shall represent one-half of the County's population. For purposes of determining

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the County's vote (s) by jurisdiction, each County Steering Committee representative casting a vote shall be considered a single "jurisdiction"; and

(3) A supermajority of 75% of the number of votes present at the meeting shall be required to pass the recommendation.

(4) Additionally, no such recommendation shall pass unless it receives the affirmative vote of at least sixty percent (60%) of the jurisdictions present and voting on the question.

(5) If either the 75% super majority or the concurrence of 60% of the voting jurisdictions cannot be achieved, no Steering Committee recommendation shall be forwarded to the Board of County Commissioners and no County Commissioner action shall be taken on that particular CPP issue.

H. The time periods specified in this Section 9 may be shortened, if necessary, to meet any compliance deadline imposed by a decision of the Growth Management Hearings Board, the courts or the State Legislature.

## **SECTION 10: CPP ADOPTION**

Adoption of any new CPP or Amendment to an existing CPP shall follow the procedures set-forth herein, in particular those procedures set-forth in Sections 3 and 9, culminating in adoption by the Board of County Commissioners. The Board of County Commissions has the discretion to decline to adopt any specific set of CPP Amendments proposed by the GMA Steering Committee, but may not change the proposed CPP or CPP Amendments in any manner whatsoever. Nothing in this Agreement shall serve as a waiver of any party's right to an appeal as provided by RCW 36.70A and/or WAC 197-11.

## **SECTION 11: WITHDRAWAL; TERMINATION**

A. Withdrawal. Any party to this Agreement may withdraw from this Agreement, by providing 60 day's written notice to the remaining parties. Any withdrawing party shall remain liable for costs incurred by the Committee until the effective date of withdrawal.

B. Termination. The parties hereto may terminate this Agreement at any time by unanimous vote of the parties.

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## **SECTION 12: GENERAL PROVISIONS**

**A. Property:** No real property shall be acquired pursuant to this Agreement.

**B. Incorporation of Recitals.** The recitals of this Agreement are incorporated into this Agreement, and each party hereto acknowledges and confirms the truth and accuracy of the recitals.

**C. Interpretation.** This Agreement shall be construed under and in accordance with the laws of the State of Washington, and all obligations of the parties created by this Agreement are performable in Skagit County, Washington.

**D. Authority.** This Agreement is entered into by the duly authorized officials of each respective governmental entity. Each person signing this Agreement on behalf of a party hereby confirms for the benefit of each of the other parties to this Agreement that any requisite approvals from the governing body of such party have been obtained, and all prerequisites to the execution, delivery and performance hereof have been obtained by or on behalf of that party.

**E. Renegotiation.** In case any one or more of the provisions hereof should be held to be illegal, invalid or unenforceable in any respect, the parties agree to make a good faith effort to renegotiate another agreement to fulfill the purpose and intent of the present Agreement.

**F. Invalid Clause.** If any material provision of this Agreement is held to be illegal, invalid or unenforceable in any respect, this entire Agreement shall be held invalid, subject to Section 13 herein. If such occurs, then the parties agree to renegotiate this Agreement in good faith. If the illegal, invalid or unenforceable provision is not material, such illegality, invalidity or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been included in this Agreement.

**G. Entire Agreement.** This Agreement constitutes the entire agreement among the parties hereto with respect to the subject matter hereof, and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter of this Agreement. No amendment, modification or alteration of the terms of the

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Agreement shall be binding on any party unless the same is in writing, dated subsequent to the date hereof, and is duly executed by the party against whom enforcement is sought.

H. Notices. Any notice permitted or required under the terms hereof shall be in writing and shall be deemed delivered three days following the deposit of the same, properly addressed and with postage prepaid, into the care and custody of the United States Postal Service, by registered or certified mail, return receipt requested, to the respective Participant to whom notice is to be given, at the party's customary business address with a copy to the County Prosecutor.

I. Recordation. A copy of this Agreement shall be filed with the County Auditor and with the city clerk of each jurisdiction adopting this Agreement, with each party to bear its own costs of such filing, provided that such filing shall not be a condition precedent to the enforcement of this Agreement.

### **SECTION 13: REVOCATION OF AGREEMENT**

The Framework Agreement, dated January 13, 1992, is revoked. This Section shall survive, notwithstanding Section 12, paragraph F, above, such that in the event this Agreement is ever held to be invalid, such a ruling shall not have the effect of reinstating the January 13, 1992, Framework Agreement.

**IN WITNESS WHEREOF** the parties hereto have executed this document as of the day and year first above written.

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DATED: Nov. 26, 2002

**SKAGIT COUNTY:**

BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON

Don Munks

By: Don Munks, Chairman

Kenneth A. Dahlstedt

By: Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson

By: Ted W. Anderson, Commissioner

ATTEST:

Joanne Giesbrecht  
Joanne Giesbrecht, Clerk  
Skagit County Board of Commissioners

Approved as to form:

John R. Moffat  
JOHN R. MOFFAT  
Chief Civil Deputy

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**CITY OF SEDRO WOOLLEY:**

DATED: 10-25-02

Sharon Dillon  
By: SHARON DILLON, Mayor

ATTEST:

Patsy K. Nelson  
By: PATSY NELSON, Clerk

Approved as to form:

Patrick Hayden  
PATRICK HAYDEN  
Sedro Woolley City Attorney

**CITY OF MOUNT VERNON:**

DATED: 11-14-02

Skye Richendorfer  
By: SKYE RICHENDORFER, Mayor

ATTEST:

Mark Knowles  
By: MARK KNOWLES  
Finance Director

Approved as to form:

Scott Thomas  
SCOTT THOMAS  
Mount Vernon City Attorney



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**CITY OF ANACORTES:**

DATED: 11/14/02

H. Dean Maxwell  
By: H. DEAN MAXWELL, Mayor

ATTEST:

George K. Hartman  
By: City, Clerk

Approved as to form:

Ian L. Munce  
IAN MUNCE  
Anacortes City Attorney

**CITY OF BURLINGTON:**

DATED: 10/14/02

Mayor

Roger Tjeerdsma  
By: ROGER "Gus" TJEERDSMA,

Attest:

Richard A. Patrick  
By: RICHARD A. PATRICK  
Finance Director

Approved as to form:

Marilyn Nitteberg  
MARILYN NITTEBERG  
Burlington City Attorney

(Anacortes & Burlington's signature page)

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**TOWN OF LACONNER:**

DATED: 11-08-02

  
BY: ERON BERG, Mayor

ATTEST:

  
By: Debby Malarchuk, Clerk

Approved as to form:

  
BRADFORD FURLONG  
LaConner Town Attorney

(LaConner's signature page)

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## **Transportation Element Updates**

## MEMORANDUM

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**TO:** Town Council  
**FROM:** Planning Staff  
**SUBJECT:** Comprehensive Plan, Transportation Element  
**DATE:** November 7, 2024

The final draft of the Transportation is now complete. It has been reviewed and approved by the Planning Commission, and is being presented to you for your preliminary approval.

Revisions have been made to this document in accordance with suggestions from the Planning Commission.

We are preparing a SEPA Checklist to accompany this document when it is submitted submitted to the state's Department of Commerce for their mandatory 60-day review. Once that review is complete, we will bring this document back to you for your final approval.

Please note that this element contains information that will also be included in other elements, such as the new Climate Element that we are now drafting for your review. We hope to have this to you by early next year.

In summary, we intend to have all elements completed and submitted for review before June 30, 2025.

# DRAFT

## CHAPTER 7

# TRANSPORTATION ELEMENT

## INTRODUCTION

### Purpose of the Transportation Element

This element addresses the motorized and non-motorized transportation needs of the Town of La Conner for the planning horizon 2024 through 2039. This element specifically considers the location and condition of existing traffic circulation and parking, as well as the cause, scope, and nature of transportation problems, projected transportation needs, and plans for addressing all transportation needs while maintaining established level of service standards.

The Transportation Element aims to ensure that the city's town's transportation system supports land uses envisioned by the Comprehensive Plan. As required by the Growth Management Act, the Transportation Element must demonstrate that there is enough transportation system capacity to serve the land uses that are planned, and to serve them at the level of service established in the Town's goals and policies. This element also seeks to advise a financing plan for inclusion in the Capital Facilities Element of this plan, to show how planned transportation improvements will be funded.

### Concurrency

The levels of service (LOS) currently in place will be maintained to meet future needs through upkeep of the existing streets and roadways, and expansion of transportation services where such needs are indicated. The Uniform Development Code (Chapters 15.85 and 15.86) provides for street infrastructure development and standards to be concurrent with adjacent property development. La Conner participates in a Regional Transportation Organization through the Skagit Council of Governments (SCOG).

The purpose of concurrency is to ensure that the public facilities and services necessary to support development are adequate to serve that development at the time it is available for occupancy and use, without decreasing service levels below locally established minimums. In order to do this, the Town must maintain a concurrency management system that monitors the impacts of growth and development on the transportation system, with aims to ensure that LOS standards are met within required time frames.

## **Major Transportation Considerations**

Transportation concerns in La Conner differ from the concern that may be found in larger cities. Safety is the primary concern, specifically, the speed of vehicles travelling through the Town. In addition, the Town faces challenges with traffic flow and parking during peak tourist seasons, but a more stable and manageable traffic pattern during 10-11 months of the year. It has been determined that it would not be practical to design a system that would accommodate every peak weekend or time of year but to establish, like most cities, the average conditions to be addressed. A Safe Routes to Schools system from the Swinomish Village through La Conner to the school remains an incomplete goal for the transportation system. In addition to safety, the Town desires a well-designed transportation system that allows for efficient movement both motorized and non-motorized.

La Conner is a popular tourist destination. A transportation system that safely and conveniently enables tourists to enjoy the community is a priority.

Improving mobility throughout La Conner is the overall focus of the transportation element.

### **Parking**

In recent years, it is becoming increasingly apparent that parking (or the lack thereof) is becoming an area of increasing concern, particularly (but not exclusively) in the areas zoned for commercial uses. Informal surveys of parking availability during the tourist season (April 1 through October 30), particularly on South First Street, indicate that available public parking is virtually full during business hours. Surveys also note that many of the on-street parking spaces are occupied by business owners or their employees.

The following chart documents the amount of available parking:

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**FIGURE 7.1****DOWNTOWN PARKING SURVEY; First Street**

	Public, On-street, Unrestricted	Public, Time Restricted	Public, off-street	Private, off-street	ADA	Prohibited	Pay-to-park	E.V.	TOTALS
<b>South First Street</b>									
west side	33	4	22	45	5		20	2	
east side	36	4		16	4	2			
<b>Totals</b>	<b>69</b>	<b>8</b>	<b>22</b>	<b>61</b>	<b>9</b>	<b>2</b>	<b>20</b>	<b>2</b>	<b>193</b>
<b>North First Street</b>									
west side	13	2		30	3	1			
east side	15			5					
<b>Totals</b>	<b>28</b>	<b>2</b>		<b>35</b>	<b>3</b>	<b>1</b>			<b>69</b>
<b>TOTAL PARKING</b>									<b>262</b>

The available parking on this chart does not include parking areas owned by the Port of Skagit County, or the parking lot located to the south of Town Hall.

South First Street and its surrounding area may be regarded as La Conner's Central Business District. The restaurants, retail shops, art galleries, hotels, apartments, and waterfront access constitute the core of the town's commerce and tourism attractions. Easy access to this area is essential to the community.

In the past, several suggestions have been made in an effort to increase parking availability, and therefore access, to the Central Business District. Those ideas have included:

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1. Add time restrictions on parking to discourage employee and business owner parking.
2. Add parking enforcement.
3. Add paid parking, both on-street and off-street.
4. Provide better advertising for existing parking.
5. Transform South First Street to one-way driving.
  - o This will add parking opportunities by creating angle parking.
  - o This will also increase traffic on other streets, notably South Second Street.
6. Close South First Street to all traffic between 10:00 a.m. and 7:00 p.m., and provide a shuttle. This raises the question of who pays for the shuttle, and who staffs the shuttle?

Each of these suggestions creates the potential for impacts that would need to be addressed. In addition, many of these suggestions would require the expenditure of funds that have not been budgeted.

Businesses located on North First Street and Morris Street appear to have more off-street parking available to them. Parking impacts will be reviewed again after the South First Street one-way change has been in effect.

## **South First Street**

After extensive review, discussion, and public comment, the Town Council voted to convert South First Street to one-way traffic, with parallel parking on both sides of the street. This change recognizes that the narrow lanes on this street can create a safety hazard, especially when emergency vehicles need access.

Traffic on South Second Street will be monitored to determine whether the traffic change on South First Street will have a significant impact there.

## **Non-motorized Transportation**

Increasing the use of non-motorized transportation may benefit the town by helping to reduce the need for motor vehicles in some instances. As housing densities increase, for example, the ability to reduce the number of on-site parking spaces may be helpful.

Most streets in the town's Commercial zones lack sufficient width to accommodate bicycle lanes. In residential areas, the possibility exists to safely add bicycle lanes. Particularly on Maple Avenue, there may be an opportunity to connect existing bicycle

lanes from La Conner-Whitney Road to the Rainbow Bridge, thus promoting greater access to both Swinomish tribal lands and to public parks in La Conner.

### **Electric Vehicles**

As the use of electric vehicles increases, so will the need to accommodate their use. The town currently has charging stations for two electric vehicles on South First Street. The feasibility of placing additional charging stations should be considered.

### **Public Transit**

Skagit Transit offers one route (615) from Skagit Station in Mount Vernon through La Conner, and a second route from the March Point park-and-ride on the outskirts of Anacortes, to La Conner. Scheduled routes to both locations are limited in their potential for bringing workers to or from the town.

The use of a smaller shuttle bus through the town's downtown corridor would be a big help in promoting tourism, and could help to reduce overall traffic downtown. The town has contacted Skagit Transit to discuss the feasibility of adding such a shuttle.

### **Coordination of Transportation Facilities**

The Town is accessed via a system of county and state highways, which are maintained by those entities. The Town does not possess the resources, nor is it fiscally responsible for addressing all the traffic circulation system needs that may be identified through regional transportation planning. However, the Town has adequate funds and resources to maintain its existing transportation corridors.

The GMA also requires regional consistency between the Countywide Planning Policies (CWPP) regarding transportation and this transportation plan. Chapter 1 of the Comprehensive Plan discusses the overall Comprehensive Plan consistency with the CWPPs including transportation.

### **Financing**

A Six-year Transportation Infrastructure Plan (TIP) for construction and maintenance improvements to the streets in La Conner is adopted annually by resolution. The Transportation Element looks further out and establishes a 20-year project list and financing plan. Local funding is provided in part from Local Option Sales Tax, Real Estate Excise Tax, and User Fees. State and Federal grants are also sought to assist with transportation infrastructure maintenance. The Town has not opted to implement a transportation impact fee at this time.

### **Six Year Financing Plan**

The level of service (LOS) standards adopted in this element are consistent with the level of service standards or plans of similar jurisdictions.

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The Town, after careful analysis, has prepared a priority list of capital improvements for the Six-Year Financing Plan (this is also known as the TIP). The TIP is incorporated by reference and included as an appendix to the Comprehensive plan. The TIP is the result of an iterative process that balances the goals of all comprehensive plan elements. In addition, the objectives and policies in the Transportation Element have been modified to reflect their financial feasibility. The timing and funding for transportation improvements are restricted by the concurrency requirement and the binding nature of level of service standards.

The Town is required to create a six-year financing plan for transportation (TIP). The Town is also required to provide services concurrently with new development. In addition, existing and new transportation facilities must meet the adopted level of service standards. Therefore, as new development occurs, expenditures on maintenance of existing facilities must be adequate to continue provision of the adopted levels of service. The operating costs of transportation facilities become important factors in ensuring that a moratorium on new development is not imposed. The funding mechanisms and funding sources that will be used for transportation improvements are included in the TIP for projects in the short term. Long term financing is discussed in the following section.

Primarily the Town relies on grant funding to complete its capital projects. The timing of grant funds can be unpredictable. Project timelines may be pushed forward or back depending on grant availability. In the event that grant funding is not available or insufficient to complete a project, it will be reevaluated.

### **Long Term Financing Plan**

The multimodal improvement projects and programs provide the blueprint for improving the transportation system to meet existing and future travel demands in and around the Town of La Conner. Like most communities, the costs of the desired transportation system improvements and programs will exceed the available revenues. The financing strategies discussed in the following are intended to provide a framework for decisions and options for funding to help implement the projects and programs over the life of the plan.

### **Expenditure and Revenue Projections**

The following table summarizes the costs of the recommended transportation improvement projects and programs. These cover capital improvements, maintenance and operations, and bond debt services. The costs are summarized for the mid range (2024-2030) consistent with the TIP, and long range (2031-2040) time periods based on the project timelines. The cost summary includes projects identified within the Town of La Conner's jurisdiction. The project and program costs are presented in constant 2020 dollars.

Expenditure and revenue projections are set forth in the town's annual Transportation Improvement Program.

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**Transportation Project and Program Costs (2020-2036)**

	Mid Range (2020-2026)	Long Range (2027-2036)	Total Costs <sup>1</sup> (2020-2036)
Capital Projects	\$5,074,900	\$695,000	\$5,769,000
Maintenance & Operations	\$1,716,893	\$2,856,242	\$4,573,135
<b>Total</b>	<b>\$6,720,893</b>	<b>\$3,251,242</b>	<b>\$10,342,135</b>

Source: Town of La Conner All costs in 2020 Dollars

Planning level cost estimates were developed for the capital improvements of the Transportation Element. Cost estimates were prepared based upon average unit costs for recent transportation projects within the Town. They include estimates for engineering design, right of way, and construction costs. More detailed costs of individual projects will be developed as the improvements are programmed for design and implementation. The final costs will fluctuate from the planning level estimates, but they provide a reasonable basis for the financing plan of the Transportation Element.

Maintenance and operations (M&O) programs cover street overlays and other miscellaneous sidewalk and safety improvement programs on Town streets. The M&O costs were projected based on recent expenditures and the 2020 Town budgets. A 1.8 percent annual growth rate was applied between 2020 and 2036 to account for expected population growth.

The debt service category covers the remaining principal and interest on bonds that the Town issued to help fund several transportation projects. No bonds are currently issued and issuance of new bonds in the future is not currently anticipated. Bonds do not add revenues, but simply allow the Town to advance the timeline for key projects.

A total of roughly \$5.8 million (in 2020 dollars) would be needed to fully fund the capital improvements under the jurisdiction of the Town of La Conner.

In addition to capital costs, annual maintenance and operations programs result in nearly \$4.6 million between 2020 and 2036. The 2020-2036 Transportation Element would require approximately \$10 million in 2020 dollars.

### **Revenue Projections**

Funding sources for transportation projects include various fees and tax revenues, grants, bonds and developer contributions. The estimates were based on revenues allocated to transportation funding during the last eight years and discussions with Town staff. Estimates of potential revenues from each source were projected based on past trends. The TRENDS scenario generally reflects recent growth trends in the Town's revenues, population and employment. This likely represents a conservative assessment of available revenues from these sources. The table that follows summarizes projected revenues for the TRENDS scenario. Based on these assumptions, the Town would

generate roughly \$9 million (in 2020 dollars) over the life of the plan under the TRENDS scenario.

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**Table 22. Transportation Funding Revenue Projections (2020-2036)**  
**Revenue Source TRENDS Scenario Total**

General Fund Appropriations	\$4,533,712
Motor Vehicle Fuel Tax (MVFT)	\$906,742
Other State Funding	\$2,497,132
<b>Total</b>	<b>\$7,937,586</b>

Sources: Town of La Conner All revenues in of 2020 Dollars

### Tax Revenues

The Town currently directs revenues from two primary tax funds toward transportation improvements and programs. These are General Fund Appropriations and Motor Vehicle Fuel Taxes (MVFT).

Under the TRENDS scenario, the combined primary funding sources are projected to generate approximately \$5.4 million in revenues between 2020 and 2036 (in 2020 dollars). The TRENDS projections based on increasing the Town's 2020 revenues by the forecast annual population growth rate assumed in the travel demand forecasts (1.8 percent per year).

### Miscellaneous

In addition to the above tax revenues, the Town directs other local and state funding toward transportation improvements and programs. Using the average of approximately \$156,000 per year in transportation funding from miscellaneous revenues between 2010 and 2020, these funds are estimated to generate \$2.5 million over the life of the plan, in 2020 dollars.

### Grants

The Town has had tremendous success over the last 10 plus in recent years securing grants for transportation projects. Grant funding has accounted for much of the transportation budget over the last decade and is anticipated to continue to provide the needed revenues to fill the gap between projected expenses and revenues.

Funding through grants is tied to specific programs and types of projects. Several grant programs target transportation projects that support regional economic growth, mobility, and other travel models.

The Surface Transportation Block Grant Program (STBG) (previously known as STP) and STBG set-aside (previously known as TAP) is one of the most flexible federal grant programs. These funding sources can be used for highway and bridge projects, transit

capital projects, and funding for bicycle, pedestrian, and recreational trail improvements. They also can be used for public transportation capital improvements, car and vanpool projects, fringe and corridor parking facilities, and inter-Town or intra-Town bus terminals and bus facilities. These funds also can be applied to surface transportation planning activities, wetland mitigation, transit research and development, and environmental analysis. Finally, the funds also can be used for transportation control measures.

The State Transportation Improvement Board (TIB) currently provides funding for urban areas in Washington through three grant programs:

- Urban Arterial Program (UAP) – funds projects that address safety, growth & development, physical condition and mobility.
- Urban Sidewalk Program (SP) - provides funding for sidewalk projects that improve safety and connectivity.
- Arterial Preservation Program (APP) - provides assistance for roadway paving/overlays for cities/agencies with less than \$2 billion assessed valuation.

The TIB projects are selected on a competitive basis. Each of the three programs has distinct criteria to rank the projects for funding. Once selected, TIB staff stays involved through grant oversight and helping bring projects to completion.

WSDOT administers various grants which fund non-motorized transportation improvements. The Safe Routes to Schools Program funds projects which are targeted at reducing collisions between vehicular and non-motorized road users and improving the accessibilities of schools to children on foot or bike. The WSDOT Pedestrian and Bicycle Program funds projects which promote healthy living through active transportation, improves non-motorized user safety, reduces vehicular travel, and has community support

### **Bonds**

Bonds do not result in additional revenues, but allow the Town to fund and construct projects earlier than they would be able to under their current revenue options. The interest on these bonds results in increased costs.

Although the Town has not issued bonds in the recent past and does not anticipate issuing new bonds in the near future, it remains an option available for accelerating funding on some of the capital improvement projects included in this Transportation Element over the life of the plan. However, use of bonds would add to the total cost of the improvements due to accrued interest.

### **Traffic Impact Fees**

The Growth Management Act (GMA) allows agencies to develop and implement a traffic impact fee (TIF) program to help fund some of the costs of transportation facilities needed to accommodate growth. The Town currently does not have a TIF program, and

**has no immediate plans to implement one.** If there is a change in future development plans that require capacity improvements the Town could pursue such a traffic impact fee. State law (Chapter 82.02 RCW) requires that TIFs be:

- Related to improvements to serve new developments and not existing deficiencies
- Assessed proportional to the impacts of new developments
- Allocated for improvements that reasonably benefit new development
- Spent on facilities identified in the Capital Facilities Plan.

## Developer Commitments

The Town can also implement its transportation improvements by requiring developers to construct frontage improvements, to mitigate their traffic impacts pursuant to the State Environmental Policy Act (SEPA). The Town can require developments to fund and construct certain roadway improvements as part of their projects. These typically include constructing abutting local streets and arterials to meet the Town's design standards. These improvements can include widening of pavement, drainage improvements, curbs, gutters, bicycle facilities, parking lots, and sidewalks. Design and development standards should reflect the Town's desire for developments to construct frontage improvements to mitigate impacts of additional development traffic.

The Town evaluates impacts of development projects under SEPA. The SEPA review may identify adverse transportation impacts that require mitigation. These could include impacts related to safety, traffic operations, non-motorized travel, transit access, or other transportation issues.

Per GMA, the Town requires an evaluation of transportation concurrency for development projects. The concurrency evaluation may identify impacts that make the facilities operate below the Town's level of service standard. To resolve any deficiencies, the applicant can propose to fund and/or construct improvements to provide an adequate level of service. Alternatively, the applicant may decide to wait for the Town, another agency, or another developer to fund and/or construct the needed improvements.

## Transportation Benefit District

Some jurisdictions provide for the formation of a Transportation Benefit District (TBD) as an option for helping fund transportation projects and programs (<http://mrsc.org/Home/Explore-Topics/Finance/Special-Topics/Transportation-Benefit-Districts.aspx>). Over 100 cities in Washington State have TBD's.

TBD funding needs to be used to fund specific projects related to street pavement preservation projects located throughout the Town. In addition, the TBD revenues can be used to fund several specific sidewalk and roadway shoulder improvement projects.

## **POLICIES**

The Transportation Policies have been grouped to reflect the identified major transportation considerations.

### **Safety**

- S-1. As a high priority, maintain, preserve, and operate the town's transportation system in a safe and functional state.
- S-2. Provide for safe and expeditious vehicular and pedestrian traffic movement through the town. Place emphasis on the most heavily accessed areas, i.e. Morris Street, South First Street, and Maple Avenue.
- S-3. Give a high priority to and budget for safety and mobility projects. Specifically focus on Morris/Maple intersection; Maple Street.
- S-4. Provide adequate shoulders, sidewalks, and street lighting. Specifically focus on Maple.
- S-5. Work to improve opportunities for, and increase the number of, pedestrian crossings. Specifically focus on Maple.
- S-6. In our concern for safety for all travelers; while making planning and budget decisions the Town will utilize the following prioritization for different travel modes. This prioritization is meant to give first consideration to those who are most vulnerable.
  - A. Pedestrian
  - B. Bicycle
  - C. Motorcycle
  - D. Other Motorized vehicles.
- S-7. Using the prioritization list above provide facilities for, and education on, safe and non-threatening travel throughout the city on all modes of transportation using the prioritization list above.
- S-8. Keep an emphasis on the enforcement of motorized and non- motorized safety laws.
- S-9. Consider roundabouts and traffic calming devices to reduce excessive speeding and other unsafe driving choices.

S-10. Use bump outs, curb extensions, and/or pedestrian refuge islands in the design and construction of pedestrian crossings when appropriate and feasible.

S-11. Encourage and plan for safe and efficient pedestrian movement between and to and from neighborhoods gathering spaces, public facilities, and parks.

S-12. Work to develop safe routes to schools for pedestrians and bicycles.

S-13. Fill in gaps in the bicycle and pedestrian network whenever possible.

S-14. Evaluate the need for additional vehicular access to the high school.

## Design

D-1. Focus on designing, constructing, operating and maintaining transportation facilities to serve all users safely and conveniently, including motorists, pedestrians, bicyclists, and people with disabilities.

D-2. Plan transportation and street improvements to consider the existing and desired character of the area and cost of future maintenance.

D-3. Encourage through-streets in new development wherever possible.

D-4. Maintain all existing streets and sidewalks in good repair at all times.

D-5. Extend the boardwalk and encourage waterfront upgrades.

D-6. Identify and resolve property ownership in areas where Town streets encroach on private property, or where private property encroaches on public ways.

D-7. Encourage the use of public parking lots by providing directional signage.

D-8. Offer incentives for business owners and employees that would encourage the use of existing parking lots in town.

D-9. Ensure that businesses unable to provide the number of parking spaces required by ordinance comply with the provisions in the La Conner Municipal Code.

D-10. Require adequate off-street parking for all zones.

D-11. Provide adequate parking space in high demand areas by:

- Developing a comprehensive parking plan which designates immediate and future parking lot sites and shuttle parking lots,
- Creating an action plan to implement a comprehensive parking plan over time,
- Identifying minimum and maximum parking standards,
- Encourage shared parking agreements between uses that have different hours of operation.

D-12. Survey parking space availability and occupancy to establish a baseline and determine needs for additional space and location.

D-13. Parking in the First Street Historic Neighborhood will be consistent with the intent of the district to maintain the compact fabric and consistent rhythm created by the incremental construction of small to medium size buildings on the originally platted small lots. This can be accomplished by removing the requirement for off street parking for buildings in this neighborhood, and by assessing parking fees to fund alternative parking arrangements.

D-14. Maintain established truck routes with appropriate signage.

D-15. Encourage joint use of transportation corridors for utility purposes.

D-16. Protect the investment in the existing system and lower overall life-cycle costs through effective maintenance and preservation programs.

D-17. Prioritize essential maintenance, preservation, and safety improvements of the existing transportation system to protect mobility and avoid more costly replacement projects.

D-18. Reserve undeveloped town right-of-way for future use and do not vacate town right-of-way unless overwhelmingly beneficial to the town. Create an overall plan for the development of undeveloped rights-of-way, especially on First and Second Streets.

D-19. Improve local street design for walking, bicycling, and transit use to enhance communities, connectivity, and physical activity.

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- D-20. Provide opportunities for an active, healthy lifestyle by integrating the needs of pedestrians and bicyclists in the local and regional transportation plans and systems.
- D-21. Be flexible with development standards to promote infill by allowing alternate ways, such as narrower streets, modified parking requirements, one-way streets, and/or low-speed design streets to meet those standards where full compliance with standards is not feasible or desirable.
- D-22. When feasible, design and operate transportation facilities in a manner that emphasizes community character and is compatible with and integrated into the natural and built environment including features, such as street trees, natural drainage, native plantings, and local design themes.
- D-23. Support transportation programs and projects in ways that aim to prevent or minimize negative impacts to low income, minority, and special needs populations.
- D-24. Work to improve mobility choices for people with special transportation needs, including persons with disabilities, the elderly, the young, and low-income populations.
- D-25. Budget for, and provide, the construction and repair of sidewalks and ramps to meet ADA standards according to priorities established in the 2016 ADA Transition Plan.

### **Multi-Modal**

- MM-1. Encourage multi-modal transportation routes that would most efficiently link residential, commercial and industrial areas of the Town.
- MM-2. Invest in transportation systems that offer greater options, mobility, and access in support of the town's growth strategy.
- MM-3. Ensure pedestrian and bicycle paths are safe and easily accessed.
- MM-4. Develop a plan for sidewalk network and connectivity.
- MM-5. Encourage access for low-impact transportation, such as bicycles and wheelchairs, through the provision of pedestrian walkways throughout town and along the shoreline.

MM-6. Promote healthy lifestyles by implementing the pedestrian and bicycle components of the Transportation Plan.

MM-7. Identify and designate planned improvements for pedestrian and bicycle facilities as appropriate throughout the Town and at the Port of Skagit County Marina.

MM-8. Provide trails and pathways to connect residential areas with government and business areas.

MM-9. Along with trails, pathways, and boardwalk access, increase the opportunities for free or low-cost, non-competitive, outdoor recreational and fitness activities.

## **CAPACITY FOR VARIOUS ROADWAY CLASSIFICATIONS AND MODIFICATIONS**

<b>Functional Classification</b>	<b>Left-Turn Lane (vph)</b>	<b>Access Management (vph)</b>	<b>No Bike Lane (vph)</b>	<b>No Sidewalk (vph)</b>	<b>On-Street Parking (vph)</b>
Principal Arterial	+450	+540	-90	-180	-45
Minor Arterial	+400	+480	-40	-80	-40
Local Collector	-	-	-	-	-

Intersection LOS is calculated using standard Highway Capacity Manual analysis procedures for the PM peak hour. The adopted standard is LOS D for intersections that include Principal Arterials and LOS C for intersections that include Minor Arterial or collector roadways.

# DRAFT Appendix 7A

## Data and Analysis

### Traffic Circulation within the Town

The traffic circulation system within La Conner can generally be described as a grid system. The Town is accessed via a county highway which passed through town, leads across the county-owned Rainbow Bridge leading through the Swinomish Village and towards streets on the Swinomish reservation. The major entrance into the downtown commercial area on First Street is via Morris Street. Routes leading to the industrial areas branch off Morris to Third Street on the north and via Maple Avenue and Caledonia Street to the south. Access to county roads and state highways is via Chilberg Road to the east and La Conner-Whitney Road to the north, connecting to State Highway 20 and nine miles east to Interstate 5. Trucks in route to the south industrial area circumvent the Town via Maple Avenue and Caledonia Street. The Port of Skagit County Marina, north of town, can be reached via Morris and Third Streets. The Port of Skagit County has expressed an interest in creating an additional point of access to their property by creating a new roadway adjacent to the drainage slough that crosses La Conner-Whitney Road.

### Influence of Regional Traffic

During the peak tourist season and special events, such as the Skagit Valley Tulip Festival, traffic flow is heavy, constant and slow due to congestion at the access and egress points. Historic traffic data shows peak seasonal volumes can increase traffic volumes by 35% compared non-peak periods. There is also inadequate use of available parking areas outside the immediate First Street area.

### Mass Transit

Tour buses serve the tourist industry, and county van service provides transportation to elderly tenants of the Harbor Villa apartment complex and the La Conner Retirement Inn. In 1993, La Conner was included in the Skagit Public Transit Benefit Area. Skagit Transit provides one fixed-route serving La Conner, Route 615. This route has 3-hour headways on weekdays and 2-hour headways on Saturdays connecting La Conner to Anacortes and Mount Vernon.

Most people in La Conner use automobiles to travel to work, therefore, mass transit is most important to those who cannot drive, for example: for the elderly, low-income individuals, people with disabilities, or youth who do not have

alternative means of transportation. The greatest need is for mobility between the town and other urban areas, such as Mount Vernon.

## **Pedestrian Walkways/Bicycle Lanes**

Pedestrian access to all points in La Conner is convenient but inadequate. Sidewalks do not exist in all areas of town. Some public rights-of-way are sufficient to provide safe walking paths but many are graveled and not conducive to walking or biking.

Sidewalks line the main thoroughfares and one side of some secondary streets. Some streets have no sidewalks at all and are not ADA compatible. Some walking paths have been described for touristic purposes but they are not designed to meet the needs of residents nor are they marked. A boardwalk along the shoreline on First Street is used by visitors and residents alike.

Bike lanes enter the town from the traffic circle and end in a few blocks to become sharrows and then disappear entirely. Bicycle parking is available throughout the commercial areas.

Bicycle facilities (lanes and sharrows) are provided on Morris Street from La Conner-Whitney Road to First Street. Bicycles are restricted from riding on downtown sidewalks and the boardwalk. Wheelchair access to walkways and streets is difficult and dangerous in some areas. In the downtown area most curbs have been cut and ramped for wheelchair access.

## **Curbs, Sidewalks, Landscaping, and Lighting**

The La Conner Public Works Department is responsible for maintaining the Town's streets as well as landscaped Town property. Puget Sound Energy maintains electrical utility poles and lights. These features contribute to the safety and quality of the Town's residential, commercial and industrial areas. A few areas in La Conner do not have developed streets, sidewalks or lights. These amenities would be in place concurrent with new development as it occurs.

## **Past Transportation Problems**

Flooded streets and right-of-ways due to stormwater runoff still persist. Traffic congestion during the tourist season is ongoing. Most streets have been repaved over the last five years, but need continuous upkeep as well as sidewalks and adequate drainage. Safety in the vicinity of crosswalks leading to the schools has been a concern, as are all street crossings, where pedestrian right-of-ways may not be observed. Improved crossings at intersections near the schools are being implemented.

## **Level of Service**

In this element, Level of Service thresholds consist of the following descriptions. LOS thresholds for different intersection control are summarized in the table that follows:

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- A. Free-flow traffic conditions, with minimal delay to stopped vehicles at intersections. Volume-to-capacity (V/C) ratio of 0.60 or less or intersection delays of less than 10 seconds on average.
- B. Generally stable traffic flow conditions. V/C ratio of 0.70 or less or intersection delays of 10-15 seconds on average.
- C. Occasional backups may develop, but delay to vehicles is short-term and still tolerable. V/C ratio of 0.80 or less or intersection delays of 15-25 seconds on average.
- D. During short periods of the peak hour, delays to approaching vehicles may be substantial but are tolerable during times of less demand. V/C ratio of 0.90 or less or intersection delays of 25-35 seconds on average.
- E. Intersections operate at or near capacity, with long queues developing on all approaches and long delays. V/C ratio of 1.00 or less or intersection delays of 35-50 seconds on average.
- F. Jammed conditions on all approaches with excessively long delays and vehicles unable to move at times. V/C ratio of greater than 1.00 or intersection delays greater than 50 seconds on average.

Level of Service	Expected Delay	Intersection Control Delay (Seconds per Vehicle)	
		Unsignalized Intersections	Signalized/Roundabout Intersections
A	Little/No Delay	$\leq 10$	$\leq 10$
B	Short Delays	$>10$ and $\leq 15$	$>10$ and $\leq 20$
C	Average Delays	$>15$ and $\leq 25$	$>20$ and $\leq 35$
D	Long Delays	$>25$ and $\leq 35$	$>35$ and $\leq 55$
E	Very Long Delays	$>35$ and $\leq 50$	$>55$ and $\leq 80$
F	Extreme Delays <sup>1</sup>	$>50$	$>80$

The minimum Level of Service Standard for the Town is LOS D for all intersections containing principal arterials and LOS C for all other intersections. All Town streets and County roads in the La Conner area are operating below their daily and peak-hour volume capacities. The following tables summarize the existing roadway and intersection levels of service.

<sup>1</sup> When demand volume exceeds the capacity of the lane, extreme delays will be encountered with queuing which may cause severe congestion affecting other traffic movements in the intersection.

Road	Segment	Existing Volume		Capacity (vphpl <sup>2</sup> )	Max v/c	LOS
		NB/EB	SB/WB			
Morris Street	w/o La Conner-Whitney Rd	380	370	900	0.42	A
Maple Avenue	s/o Morris St	200	250	780	0.32	A
Morris Street	e/o 1 <sup>st</sup> St	60	60	720	0.08	A
1 <sup>st</sup> Street	s/o Morris St	50	60	720	0.08	A
N 6 <sup>th</sup> Street	n/o Morris St	110	80	720	0.15	A
Caledonia Street	e/o S 3 <sup>rd</sup> St	50	30	400	0.13	A

Intersection	Intersection Control	Direction	LOS Standard	Existing LOS
1 <sup>st</sup> Street @ Morris Street	All-Way Stop Control	Intersection Average	C	A, 7 seconds
2 <sup>nd</sup> Street @ Morris Street	Minor-Leg Stop Control	Northbound	C	A, 9 seconds
		Southbound	C	A, 10 seconds
Whatcom Street @ Morris Street	Minor-Leg Stop Control	Northbound	C	B, 10 seconds
		Southbound	C	B, 11 seconds
6 <sup>th</sup> Ave @ Morris Street	All-Way Stop Control	Intersection Average	C	A, 9 seconds
Morris Street @ Maple Avenue	Minor-Leg Stop Control	Eastbound	D	B, 13 seconds
		Northbound	D	A, 9 seconds
1 <sup>st</sup> Street @ Washington Street	Minor-Leg Stop Control	Eastbound	C	A, 10 seconds
		Westbound	C	A, 9 seconds
2 <sup>nd</sup> Street @ Washington Street	Minor-Leg Stop Control	Eastbound	C	A, 9 seconds
		Westbound	C	A, 9 seconds
2 <sup>nd</sup> Street @ Douglas Street	All-Way Stop Control	Intersection Average	C	A, 7 seconds
Maple Avenue @ Hill Street	Minor-Leg Stop Control	Eastbound	D	B, 12 seconds
3 <sup>rd</sup> Street @ Caledonia Street	All-Way Stop Control	Intersection Average	C	A, 7 seconds

Under normal conditions most streets and intersections in La Conner operate at a level of service (LOS) of B or better. Occasional backups may develop, but delays are short-term and still tolerable. There are no existing level of service deficiencies in the Town during the regular weekday.

### Application of Concurrency

Because La Conner is a small town with relatively few development permit applications, a single development may have a significant impact on the town as a whole. The Town reviews each permit for concurrency at the time of application, and transportation issues, such as ingress, egress, and parking availability are assessed.

<sup>2</sup> Vehicles per hour per lane

## Future Needs and Alternatives

Traffic counts near the Town have not shown significant growth. However, in order to provide a conservative analysis for potential future roadway volumes, a 1.5% annual growth rate was applied to existing non-peak season weekday volumes. This annual growth rate is in line with population and employment growth estimates for La Conner in the Skagit 2040 Regional Transportation Plan (Exhibit 3-7).

Additionally, a seasonal sensitivity analysis was performed to estimate future operations of the roadway network during peak weekday tourist season in April. Future volumes were increased by an additional 35% based on comparisons of peak vs. non-peak traffic volumes. The tables that follow summarize the future 2030 LOS for roadways and intersections.

Road	Segment	2030 Volume		Capacity (vphpl <sup>3</sup> )	Max v/c	LOS
		NB/EB	SB/WB			
Morris Street	w/o La Conner-Whitney Rd	440	440	900	0.49	A
Maple Avenue	s/o Morris St	230	300	780	0.38	A
Morris Street	e/o 1 <sup>st</sup> St	70	70	720	0.10	A
1 <sup>st</sup> Street	s/o Morris St	60	70	720	0.10	A
N 6 <sup>th</sup> Street	n/o Morris St	140	100	720	0.19	A
Caledonia Street	e/o S 3 <sup>rd</sup> St	50	30	400	0.13	A

Road	Segment	2030 Volume (+35%)		Capacity (vphpl <sup>4</sup> )	Max v/c	LOS
		NB/EB	SB/WB			
Morris Street	w/o La Conner-Whitney Rd	590	590	900	0.66	B
Maple Avenue	s/o Morris St	310	410	780	0.53	A
Morris Street	e/o 1 <sup>st</sup> St	90	90	720	0.13	A
1 <sup>st</sup> Street	s/o Morris St	80	90	720	0.13	A
N 6 <sup>th</sup> Street	n/o Morris St	190	140	720	0.26	A
Caledonia Street	e/o S 3 <sup>rd</sup> St	70	40	400	0.18	A

<sup>3</sup> Vehicles per hour per lane

<sup>4</sup> Vehicles per hour per lane

Intersection	Intersection Control	Direction	LOS Standard	Existing LOS	2030 LOS	2030 LOS (+35%)
1 <sup>st</sup> Street @ Morris Street	All-Way Stop Control	Intersection Average	C	A, 7 sec	A, 7 sec	A, 8 sec
2 <sup>nd</sup> Street @ Morris Street	Minor-Leg Stop Control	Northbound	C	A, 9 sec	A, 9 sec	A, 10 sec
		Southbound	C	A, 10 sec	B, 10 sec	B, 11 sec
Whatcom Street @ Morris Street	Minor-Leg Stop Control	Northbound	C	B, 10 sec	B, 11 sec	B, 12 sec
		Southbound	C	B, 11 sec	B, 12 sec	B, 13 sec
6 <sup>th</sup> Ave @ Morris Street	All-Way Stop Control	Intersection Average	C	A, 9 sec	B, 10 sec	B, 12 sec
Morris Street @ Maple Avenue	Minor-Leg Stop Control	Eastbound	D	B, 13 sec	C, 16 sec	D, 31 sec
		Northbound	D	A, 9 sec	A, 9 sec	A, 10 sec
1 <sup>st</sup> Street @ Washington Street	Minor-Leg Stop Control	Eastbound	C	A, 10 sec	A, 10 sec	B, 10 sec
		Westbound	C	A, 9 sec	A, 9 sec	A, 9 sec
2 <sup>nd</sup> Street @ Washington Street	Minor-Leg Stop Control	Eastbound	C	A, 9 sec	A, 9 sec	A, 10 sec
		Westbound	C	A, 9 sec	A, 10 sec	A, 10 sec
2 <sup>nd</sup> Street @ Douglas Street	All-Way Stop Control	Intersection Average	C	A, 7 sec	A, 7 sec	A, 8 sec
Maple Avenue @ Hill Street	Minor-Leg Stop Control	Eastbound	D	B, 12 sec	B, 14 sec	C, 17 sec
3 <sup>rd</sup> Street @ Caledonia Street	All-Way Stop Control	Intersection Average	C	A, 7 sec	A, 7 sec	A, 8 sec

The level of service analysis shows that all intersections will operate better than their LOS standard in the 2030 non-peak conditions. After including a 35% increase in intersection volume to the weekday non-peak 2030 forecast, one intersection is expected to operate at its LOS standard—Morris Street at Maple Avenue. Two potential improvements to the Morris Street at Maple Avenue intersection were analyzed to improve operations even though it would operate at an acceptable LOS D in the future conditions during peak tourist season.

The first improvement analyzed was an all-way stop-controlled intersection that maintained free-flow movements (i.e. no stop control) for westbound through movements and restricting northbound left turns. Northbound left turns would divert to Road Street south of the Morris Street at Maple Avenue intersection and continue north on N 6<sup>th</sup> Street. This configuration would allow the intersection to operate at LOS C in the 2030 peak-season conditions.

The second improvement analyzed was a single lane roundabout. No turn restrictions were assumed in this scenario. The single-lane roundabout is expected to operate at LOS A in the 2030 peak-season conditions. Operations for the intersection improvements are summarized in the following table.

Intersection	Approach	2030 Peak-Season LOS		
		Existing Configuration	All-Way Stop Control	Single-Lane Roundabout
Morris Avenue @ Maple Street	Intersection Avg	C, 22 seconds	C, 18 seconds	A, 8 seconds
	Eastbound	D, 31 seconds	C, 21 seconds	A, 9 seconds
	Northbound	A, 10 seconds	B, 15 seconds	A, 8 seconds
	Westbound-Left	A, 0 seconds	C, 18 seconds	A, 7 seconds
	Westbound-Thru	A, 0 seconds	A, 0 seconds	

The Town of La Conner also reviewed a sensitivity analysis for 1<sup>st</sup> Street and 2<sup>nd</sup> Street to be converted into one way couplet system. In this system, 1<sup>st</sup> Street would operate as southbound and 2<sup>nd</sup> Street would operate as northbound. 1<sup>st</sup> Street would also be extended to Caledonia Street. The Town does not have immediate plans to implement this configuration, but the sensitivity analysis provides insight on the potential impact to intersection operations within the couplet. The following table provides a comparison of the intersection operations between the existing configuration and the one-way couplet system.

Intersection	Intersection Control	Direction	LOS Standard	2030 LOS	
				Existing Config.	One-Way Couplet
1 <sup>st</sup> Street @ Morris Street	All Way Stop Control	Intersection Average	G	A, 7 see	A, 8 see
2 <sup>nd</sup> Street @ Morris Street	Minor Leg Stop Control	Northbound	G	A, 9 see	A, 9 see
		Southbound	G	B, 10 see	A, 10 see
1 <sup>st</sup> Street @ Washington Street	Minor Leg Stop Control	Eastbound	G	A, 10 see	B, 10 see
		Westbound	G	A, 9 see	A, 10 see
2 <sup>nd</sup> Street @ Washington Street	Minor Leg Stop Control	Eastbound	G	A, 9 see	A, 10 see
		Westbound	G	A, 10 see	A, 10 see
2 <sup>nd</sup> Street @ Douglas Street	All Way Stop Control	Intersection Average	G	A, 7 see	A, 8 see
3 <sup>rd</sup> Street @ Caledonia Street	All Way Stop Control	Intersection Average	G	A, 7 see	A, 7 see
1 <sup>st</sup> Street @ Caledonia Street	Minor Leg Stop Control	Southbound	G	-	A, 9 see

The sensitivity analysis showed the intersections in the couplet system are expected to operate within about 1 second of their existing intersection configurations.

### Analysis of Needed Safety Improvements

Reported collisions in the Town were reviewed from 2014 through available 2019 data (approximately June 2019). Overall, there were very few collision patterns in the Town. The most common collision occurrence was collisions involving parked cars on 1<sup>st</sup> Street. It is anticipated that such occurrences will be reduced with South First Street as a one-way street.

Some streets and sidewalks impair wheelchair access and pedestrian safety. Wheelchair access on sidewalks could be improved by replacing and adding ramps and sidewalks. Most curbs in the downtown area are now in compliance with American Disabilities Act (ADA) wheelchair access requirements. Parking configurations could be improved to prevent backing into oncoming traffic in some areas.

### **Analysis of Projected Transportation Needs**

Most existing streets and sidewalks require annual maintenance to retain their viability for vehicular and pedestrian traffic.

The Town's roads and intersections can accommodate this growth, but the primary impact is the commercial and tourist traffic superimposed over the local demands. Intersections and roadways are projected to meet the needs of future peak-season volumes. However, safety and operations should be continuously monitored.

### **Future Transit Needs**

The Town of La Conner also needs to work closely with the Skagit Council on Aging (SCOA) and the Skagit County Commissioners to ensure that Skagit Transit service for seniors in La Conner is maintained, enhanced, and increased over the next few years. Improving transit headways to hourly or better should be a primary goal for community groups in the Town to ensure all populations have accessibility to destinations and services. As the population of La Conner ages, there will be more demand for the specialized transportation service. In addition, the town has initiated a discussion with Skagit Transit regarding the feasibility of initiating a transit service for tourists along North and South First Streets.

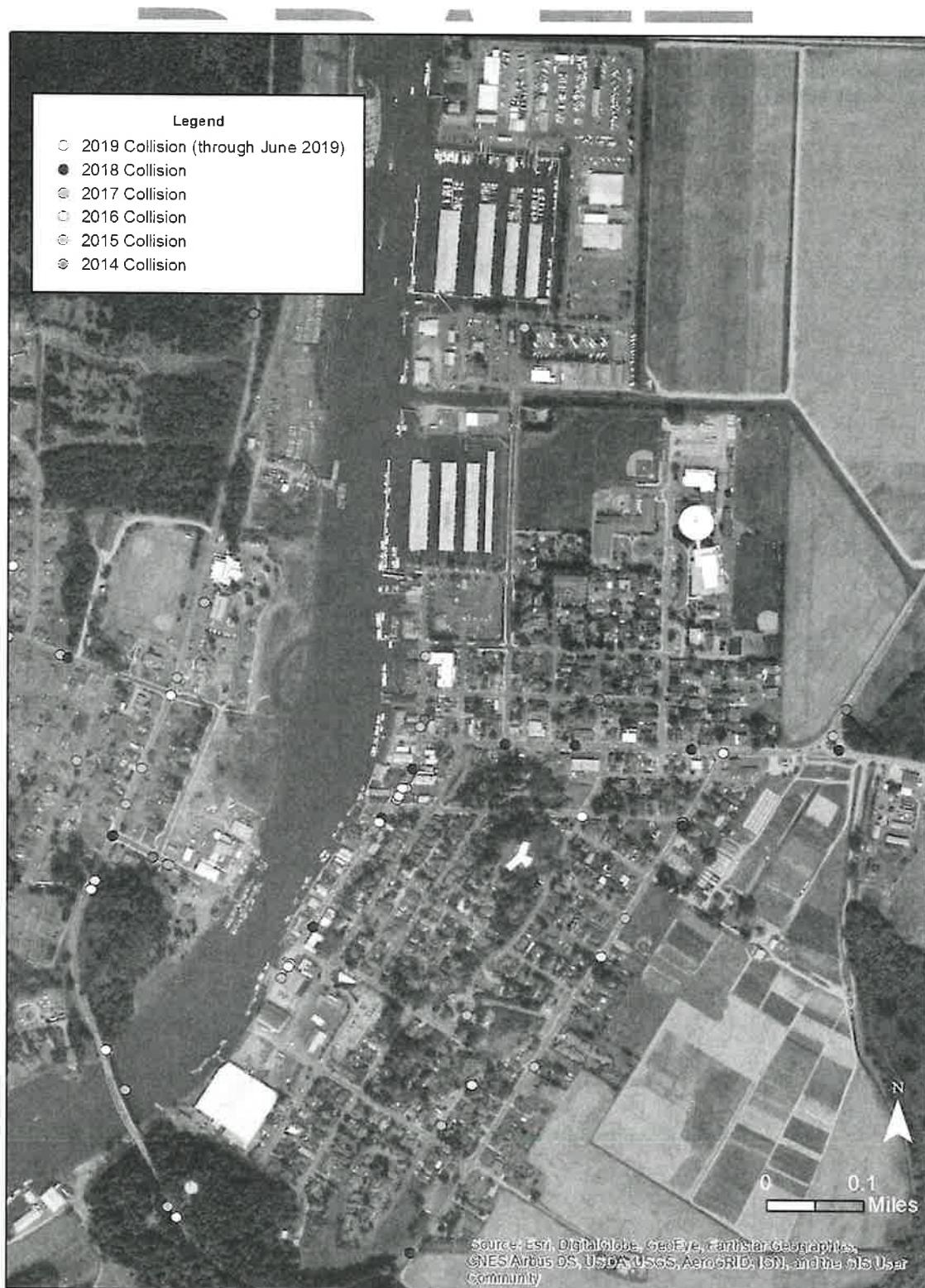
### **Future Pedestrian/Bicycle Lane Needs**

Because of the limited paved right-of-way on Maple Avenue, there is no room to install a bicycle lane that would connect the feeder roads into town with Pioneer Park and points west. However, the Town has expressed desire to implement traffic calming techniques along Maple Avenue to increase pedestrian/bicycle safety. Speed data collected in 2019 on Maple Avenue south of Caledonia Street showed an average vehicle speed of 29 mph and an 85<sup>th</sup>-percentile speed of 32 mph. Both of these speeds are higher than the 25-mph posted speed limit. Improvements could involve speed humps, speed feedback signs, or other pavement markings.

In addition to improvements to Maple Avenue, the Town has also expressed interest in pedestrian improvements along Morris Street. Specifically, the Town

should prioritize constructing pedestrian bulb-outs at all intersections along the Morris Street corridor in order to reduce the distance pedestrians are required to walk while crossing vehicle travel lanes.

**DRAFT**



 <b>DAVID EVANS AND ASSOCIATES INC.</b>		<b>COST ESTIMATE - Summary</b>			Date: 7/29/2024 By: WEG Checked: ZAW	
<b>Project: 200002</b> <b>Owner: Town of La Conner</b> <b>Ref: 2025 TIP</b>		<b>Subject: Transportation Planning</b> <b>20 year horizon</b>			Type: Pre-design	
#	Project	Location	Type	Status	P. Cost	
1	South 1st Street	Commercial to Caledonia	Extension	Proceed	\$ 293,000.00	
2	Morris Street Mill/Overlay	Maple & Morris	Rehab	Proceed	\$ 1,185,000.00	
3	S 1st St Reconfiguration w/Flood	Morris to Commercial	Repair	Study	\$ 1,632,000.00	
4	Whatcom	Myrtle to Washington	Repair	Proceed	\$ 349,000.00	
5	S 3rd Overlay	Washington to Douglas	Repair	Proceed	\$ 356,000.00	
6	N 4th Improvements	Morris to State	Repair	Proceed	\$ 392,000.00	
7	N 2nd Overlay and Sidewalk	Morris to Center	Repair	Proceed	\$ 159,000.00	
8	Divided T Intersection	Hill & Whatcom	Rehab	Proceed	\$ 166,000.00	
9	Pioneer Park Entrance	Pioneer Parkway	Rehab	Study	\$ 237,000.00	
10	Conner Way Loop	South end	Extension	Proceed	\$ 142,000.00	
11	S 4th Resurfacing	Caledonia to Sherman	Repair	Proceed	\$ 166,000.00	
12	N 1st Easement (loop)	N 1st through Basin St	Traffic	Proceed	\$ 39,000.00	
					<b>Total</b>	<b>\$ 5,116,000.00</b>
<u><b>Status Legend</b></u> <b>Proceed</b> = Project ready to implement. <b>Study</b> = Predesign Study required to further define scope.						

**Town of La Conner**  
**Six Year Transportation Improvement Program**  
**2023-2028**  
**Annual Funding Requirements**

**Town of La Conner - 2025 Transportation Improvement Plan**

Prepared: 7/29/2024

Priority	Project	2025			2026			2027			2028			2029			2030			TIB Eligible Project Totals	Total Project
		Fed	State	Local																	
A	S 1st Extension		86																	293	
			207																	293	
B	Morris Street Mill/Overlay include water main as TIB Ineligible (local)		167																	1117	1117
			950																	1117	
C	S First Street Reconfiguration include water main as TIB Ineligible (local)					164		1092		376										1256	1632
D	Whatcom Reconstruction					44														332	332
					288																
E	S 3rd Overlay - Washington to Douglas							74		298	44									416	416
F	N 4th Overlay and Ped.								49		343									392	392
G	N 2nd Overlay and Sidewalk								21		138									159	
																					159
H	Divided T Intersection									25										165	165
										140											
I	Pioneer Park Entrance									31									237	237	
J	Conner Way Loop									19									142	142	
K	N 1st Easement (loop)										2								39	39	
											37										
Transportation Annual Totals		0	1157	253	0	288	208	0	1092	450	0	298	114	0	621	75	0	366	2	4924	

 <b>DAVID EVANS AND ASSOCIATES INC.</b>		<b>COST ESTIMATE</b>				Date: 7/29/2024	
Project: <b>200002</b>		Subject: <b>South 1st Street</b>				By: WEG/ZAW	
Owner: <b>Town of La Conner</b>		<b>Commercial to Caledonia</b>				Checked: ZAW	
Ref: <b>2025 TIP</b>						Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	18000		\$ 18,000.00	\$ 18,000.00
2	Traffic Control	1	LS		2100.00	\$ 2,100.00	\$ 2,100.00
3	Grading	1	LS		21000.00	\$ 21,000.00	\$ 21,000.00
4	Crushed Rock	350	TN		43.00	\$ 43.00	\$ 15,050.00
5	HMA CL 1/2" PG 64-22	120	TN		250.00	\$ 250.00	\$ 30,000.00
6	Pavement Striping	0	LF		1.40	\$ 1.40	\$ -
7	Landscape/Restoration	1	LS		3600.00	\$ 3,600.00	\$ 3,600.00
8	Post Signage	2	EA		720.00	\$ 720.00	\$ 1,440.00
9	Conc. Sidewalk	3100	SF		15.00	\$ 15.00	\$ 46,500.00
10	Conc. C&G	0	LF		29.00	\$ 29.00	\$ -
11	Seat wall	26	CY		570.00	\$ 570.00	\$ 14,820.00
12	Wage Rate Affidavits	2	EA		60.00	\$ 60.00	\$ 120.00
13						Subtotal	\$ 152,630.00
						Tax	\$ -
						10.0% CM	\$ 15,270.00
						25.0% Contingency	\$ 38,160.00
						Construction (CN)	\$ 207,000.00
						15.0% Engineering (PE)	\$ 32,000.00
						Permitting Allowance	\$ 31,000.00
						Survey & Alts Allowance	\$ 23,000.00
						<b>Project Total</b>	<b>\$ 293,000.00</b>

 <b>DAVID EVANS AND ASSOCIATES INC.</b>		<b>COST ESTIMATE</b>					Date: 8/1/2024	
Project: <b>200002</b>		Subject: <b>Morris Street Mill/Overlay</b>					By: WEG/ZAW	
Owner: <b>Town of La Conner</b>		<b>1st to LAC-Whitney RDB</b>					Checked: ZAW	
Ref: <b>2024 TIP</b>							Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total	
1	Mobilization	1	LS	\$ 62,000.00		\$ 62,000.00	\$ 62,000.00	
2	Asphalt Planing	13500	SY		9.00	\$ 9.00	\$ 121,500.00	
3	Geosynthetic Fabric	12000	SY		6.00	\$ 6.00	\$ 72,000.00	
4	HMA overlay	2100	Ton		180.00	\$ 180.00	\$ 378,000.00	
5	Haul	2200	CY		18.00	\$ 18.00	\$ 39,600.00	
6	Striping	8400	LF		1.40	\$ 1.40	\$ 11,760.00	
7	Thermo X-Walk Marking	24	EA		1600.00	\$ 1,600.00	\$ 38,400.00	
8	Erosion Control	1	LS		16400.00	\$ 16,400.00	\$ 16,400.00	
9	Traffic Control/Temp Markings	14	Day		4100	\$ 4,100.00	\$ 57,400.00	
10	Adjust Iron	44	EA		816	\$ 816.00	\$ 35,904.00	
11					\$ -	\$ -	\$ -	
12					\$ -	\$ -	\$ -	
13					\$ -	\$ -	\$ -	
14					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
						Subtotal	\$ 832,964.00	
2000 LF X 46' wide on Morris, Town limits to 1st, 40' radius at intersecting streets, 250 LF x 45 on N 1st to Center 3" grind, local stockpile, geotextile fabric, 3" overlay, . no drainage or water no sidewalk						Tax	\$ -	
						12.0%	CM	\$ 99,960.00
						NT	15.0% Contingency	\$ 124,950.00
							Construction (CN)	\$ 1,058,000.00
							12.0%	Engineering (PE) \$ 127,000.00
								<b>Transp Total \$ 1,185,000.00</b>

 <b>DAVID EVANS AND ASSOCIATES INC.</b>		<b>COST ESTIMATE</b>				Date: 8/1/2024	
Project: <b>200002</b> Owner: <b>Town of La Conner</b> Ref: <b>2025 TIP</b>		<b>S 1st St Reconfiguration</b> <u>w/Flood</u> <u>Morris to Commercial</u>				By: WEG/ZAW	
						Checked: ZAW	
						Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	77000		\$ 77,000.00	\$ 77,000.00
2	Demo sidewalk and haul	600	CY		23	\$ 23.00	\$ 13,800.00
3	Conc. C&G	2600	LF		33	\$ 33.00	\$ 85,800.00
4	Crushed Rock	500	TON		39	\$ 39.00	\$ 19,500.00
5	Conc. Sidewalk	22500	SF		15	\$ 15.00	\$ 337,500.00
6	Striping	4500	LF		1.10	\$ 1.10	\$ 4,950.00
7	Thermo X-Walk Marking	5	EA		1000	\$ 1,000.00	\$ 5,000.00
8	ADA Ramps	14	EA		4300	\$ 4,300.00	\$ 60,200.00
9	Storm Drain Mods - Allowance	1	LS		46000	\$ 46,000.00	\$ 46,000.00
10	Traffic/Temp Ped	1	LS		67000	\$ 67,000.00	\$ 67,000.00
11						\$ -	\$ -
12	Flood Wall Allowance	2800	SF		51	\$ 51.00	\$ 142,800.00
13						\$ -	\$ -
14						\$ -	\$ -
15						\$ -	\$ -
16						\$ -	\$ -
						Subtotal	\$ 859,550.00
Morris to Douglas -1400 LF remove/replace east/west sidewalk, 6' on east, 10' on west, ADA ramps, restripe to one-way with angled parking. Preserve concrete roadway where possible. Allowance for flood protection structure on west.  has a related 8" water main						Tax	\$ -
						12.0% CM	\$ 103,150.00
				NT		15.0% Contingency	\$ 128,940.00
						Construction (CN)	\$ 1,092,000.00
					15.0%	Engineering (PE)	\$ 164,000.00
						<b>Transp Total</b>	<b>\$ 1,256,000.00</b>
	Related 8" Water Main						\$ 376,000.00
							<b>Project \$ 1,632,000.00</b>

 DAVID EVANS AND ASSOCIATES, INC.		<b>COST ESTIMATE</b>				Date: 8/2/2024	
Project: <b>200002</b> Owner: <b>Town of La Conner</b> Ref: <b>2025 TIP</b>		Subject: <b>Whatcom</b> <u>Myrtle to Washington</u>				By: WEG/ZAW	
						Checked: ZAW	
						Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	46000		\$ 46,000.00	\$ 46,000.00
2	Subgrade Repair	5000	SF		9.2	\$ 9.20	\$ 46,000.00
3	Asphalt Paving	380	TON		250	\$ 250.00	\$ 95,000.00
4	Crushed Rock	120	TON		43	\$ 43.00	\$ 5,160.00
5	12" CPP Storm Pipe	0	LF		95	\$ 95.00	\$ -
6	18" CPP Storm Pipe	0	LF		110	\$ 110.00	\$ -
7	Type 1-L Catch Basin	0	EA		2600	\$ 2,600.00	\$ -
8	Type 1 Catch Basin	0	EA		2300	\$ 2,300.00	\$ -
9	Burlington Inlet	0	EA		1430	\$ 1,430.00	\$ -
10	Asphalt Planing	2400	SY		10	\$ 10.00	\$ 24,000.00
11	Traffic/Ped Control	1	LS		22000	\$ 22,000.00	\$ 22,000.00
12						\$ -	\$ -
13						\$ -	\$ -
14						\$ -	\$ -
15						\$ -	\$ -
16						\$ -	\$ -
Reconstruct full width (22') x 870 lf on Whatcom - Myrtle to Washington, Whatcom drainage prior in-place. Grind and roll in place.  No curbing or sidewalks				Subtotal		\$ 238,160.00	
				Tax		\$ -	
				12.0%	CM	\$ 28,580.00	
				NT	15.0% Contingency	\$ 35,730.00	
				Construction (CN)		\$ 303,000.00	
				15.0%	Engineering (PE)	\$ 46,000.00	
				<b>Project Total (K)</b>		<b>\$ 349,000.00</b>	
				<b>Project</b>		<b>\$ 349,000.00</b>	

 <b>DAVID EVANS AND ASSOCIATES, INC.</b>		<b>COST ESTIMATE</b>					Date: 8/2/2024 By: WEG/ZA Checked: ZAW	
<b>Project: 200002</b> <b>Owner: Town of La Conner</b> <b>Ref: 2025 TIP</b>		<b>Subject: S 3rd Overlay</b> <b>Washington to Douglas</b>					Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total	
1	Mobilization	1	LS	\$ 30,000		\$ 30,000.00	\$ 30,000.00	
2	Asphalt Planing	3210	SY		10	\$ 10.00	\$ 32,100.00	
3	HMA overlay	600	Ton		250	\$ 250.00	\$ 150,000.00	
4	Ex. & Haul	500	CY		17	\$ 17.00	\$ 8,500.00	
5	Striping	3500	LF		1.5	\$ 1.50	\$ 5,250.00	
6	Thermo X-Walk Marking	4	EA		1500	\$ 1,500.00	\$ 6,000.00	
7	Erosion Control	1	LS		5200	\$ 5,200.00	\$ 5,200.00	
8	Traffic/Temp Ped	1	LS		8200	\$ 8,200.00	\$ 8,200.00	
9					0	\$ -	\$ -	
10						\$ -	\$ -	
11						\$ -	\$ -	
12						\$ -	\$ -	
13						\$ -	\$ -	
14						\$ -	\$ -	
							<b>Subtotal</b>	\$ 245,250.00
1110 LF , Inplace grind , 2" overlay, X 24' wide. no drainage no sidewalk Related 8" water main replacement, no restoration						<b>Tax</b>	\$ -	
						12.0% CM	\$ 29,430.00	
						NT 15.0% Contingency	\$ 36,790.00	
						<b>Construction (CN)</b>	\$ 312,000.00	
						14.0% Engineering (PE)	\$ 44,000.00	
						Related WATER main	\$ 211,000.00	
						<b>Transp Total</b>	<b>\$ 356,000.00</b>	
						<b>Proj Total</b>	<b>\$ 567,000.00</b>	



 <b>DAVID EVANS AND ASSOCIATES INC.</b>		<b>COST ESTIMATE</b>				Date: 8/2/2024	
Project: <b>200002</b>		Subject: <b>N 2nd Overlay and Sidewalk</b>				By: WEG/ZAW	
Owner: <b>Town of La Conner</b>		<b>Morris to Center</b>				Checked: ZAW	
Ref: <b>2025 TIP</b>						Type: Pre-design	
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	9000		\$ 9,000.00	\$ 9,000.00
2	Subgrade Repair	1800	SF		9.2	\$ 9.20	\$ 16,560.00
3	Asphalt Paving	90	TON		340	\$ 340.00	\$ 30,600.00
4	Crushed Rock	100	TON		50	\$ 50.00	\$ 5,000.00
5	5' Conc. Sidewalk	1300	SF		15	\$ 15.00	\$ 19,500.00
6	ADA ramp	2	EA		4500	\$ 4,500.00	\$ 9,000.00
7	Concrete C&G	260	LF		40	\$ 40.00	\$ 10,400.00
8						\$ -	\$ -
9						\$ -	\$ -
10						\$ -	\$ -
11						\$ -	\$ -
12						\$ -	\$ -
13						\$ -	\$ -
14						\$ -	\$ -
15						\$ -	\$ -
						Subtotal	\$ 100,060.00
260 LF road resurfacing, sidewalk on east side Some C&G replacement expected. Survey and staking required.						Tax	\$ -
						12.0% CM	\$ 12,010.00
						25.0% Contingency	\$ 25,020.00
						Construction (CN)	\$ 138,000.00
						15.0% Engineering (PE)	\$ 21,000.00
						<b>Project Total (K)</b>	<b>\$ 159,000.00</b>
						<b>Project</b>	<b>\$ 159,000.00</b>

COST ESTIMATE							Date: 8/2/2024
Subject: <u>Divided T Intersection</u>							By: WEG/ZAW
Owner: <u>Town of La Conner</u>							Checked: ZAW
Ref: <u>2025 TIP</u>							Type: Pre-design
#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS		10000	\$ 10,000.00	\$ 10,000.00
2	Traffic Control (Detour)	1	LS		5000	\$ 5,000.00	\$ 5,000.00
3	Grind in Place (Zip)	340	SY		30	\$ 30.00	\$ 10,200.00
4	HMA Paving	150	TN		300	\$ 300.00	\$ 45,000.00
5	Crushed Rock	300	TN		43	\$ 43.00	\$ 12,900.00
6	8'x3' Mountable Curb Planter	3	ES		4000	\$ 4,000.00	\$ 12,000.00
7	Signage and Striping	1	LS		4500	\$ 4,500.00	\$ 4,500.00
8					\$ -	\$ -	
9					\$ -	\$ -	
10							
11							
12							
13							
14							
	Subtotal						\$ 99,600.00
	8.5% Tax						\$ 8,470.00
	12.0% CM						\$ 11,960.00
	20.0% Contingency						\$ 19,920.00
	Construction (CN)						\$ 139,950.00
	18.0% Engineering (PE)						\$ 25,200.00
	<b>Project Total (K)</b>						<b>\$ 166,000.00</b>
	Re-align Hill & Whatcom to form a T intersection with a Three way stop. Whatcom divided by center curbing planters to provide traffic calming.						

DAVID EVANS  
AND ASSOCIATES, INC.

Project: 200002

Owner: Town of La Conner

Ref: 2025 TIP

## COST ESTIMATE

Date: 8/2/2024

By: WEG/ZAW

Subject: Pioneer Park Entrance

Checked: ZAW

Pioneer Parkway

Type: Pre-design

#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	16000		\$ 16,000.00	\$ 16,000.00
2	Traffic Control & TESC	1	LS		11800	\$ 11,800.00	\$ 11,800.00
3	Grubbing	5400	SF		5	\$ 5.00	\$ 27,000.00
4	Rock Removal	600	CY		47	\$ 47.00	\$ 28,200.00
5	Grading	2500	SF		13	\$ 13.00	\$ 32,500.00
6	Crushed Rock	75	TN		45	\$ 45.00	\$ 3,375.00
7	HMA CL 1/2" PG 64-22 (2" Ovl)	50	TN		300	\$ 300.00	\$ 15,000.00
8	Pavement Striping	300	LF		1.5	\$ 1.50	\$ 450.00
9	Landscape/Restoration	1	LS		5500	\$ 5,500.00	\$ 5,500.00
10	Post Signage	2	EA		620	\$ 620.00	\$ 1,240.00
11	Guardrail	80	LF		140	\$ 140.00	\$ 11,200.00
12					\$ -	\$ -	\$ -
13					\$ -	\$ -	\$ -
14	Wage Rate Affidavits	2	EA		60	\$ 60.00	\$ 120.00
15							
	Construct new paved park entrance approx 80 ft west of current. Remove rock ridge. Pave 3/6 single lift. Guardrail on east shoulder.						Subtotal \$ 152,385.00
							Tax \$ -
							10.0% CM \$ 15,240.00
							25.0% Contingency \$ 38,100.00
							Construction (CN) \$ 206,000.00
							15.0% Engineering (PE) \$ 31,000.00
							Project Total \$ 237,000.00

DAVID EVANS  
AND ASSOCIATES, INC.

Project: 200002

Owner: Town of La Conner

Ref: 2025 TIP

## COST ESTIMATE

Date: 8/2/2024

By: WEG/ZA

Checked: ZAW

Subject: Conner Way Loop

Traffic Circle

Type: Pre-design

#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	5096.69		\$ 5,096.69	\$ 5,096.69
2	Traffic Control	1	LS		4500	\$ 4,500.00	\$ 4,500.00
3	Grading	1	LS		8200	\$ 8,200.00	\$ 8,200.00
4	Crushed Rock	120	TN		43	\$ 43.00	\$ 5,160.00
5	HMA CL 1/2" PG 64-22 (2" Ovl)	200	TN		300	\$ 300.00	\$ 60,000.00
6	Pavement Striping	1800	LF		1.5	\$ 1.50	\$ 2,700.00
7	Landscape/Restoration	1	LS		3500	\$ 3,500.00	\$ 3,500.00
8	Post Signage	2	EA		620	\$ 620.00	\$ 1,240.00
9						\$ -	\$ -
10						\$ -	\$ -
11						\$ -	\$ -
12	Wage Rate Affidavits	2	EA		60	\$ 60.00	\$ 120.00
13							

Construct paved turn around loop at the park entrance with overlay extending northward to park cross walk. 360'f overlay and 80' traffic loop.	Subtotal	\$ 90,516.69
	Tax	\$ -
	10.0% CM	\$ 9,060.00
	25.0% Contingency	\$ 22,630.00
	Construction (CN)	\$ 123,000.00
15.0% Engineering (PE)	\$ 19,000.00	
<b>Project Total</b>	<b>\$ 142,000.00</b>	

DAVID EVANS  
AND ASSOCIATES INC.

Project: 200002

Owner: Town of La Conner

Ref: 2025 TIP

## COST ESTIMATE

Date: 8/2/2024

By: WEG/ZAW

Checked: ZAW

Subject: S 4th Resurfacing  
Caledonia to Sherman

Type: Pre-design

#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS	9174.05		\$ 9,174.05	\$ 9,174.05
2	Exc. and haul	180	TN		18	\$ 18.00	\$ 3,240.00
3	Grinding	1500	SY		15	\$ 15.00	\$ 22,500.00
4	Crushed Rock	590	TN		43	\$ 43.00	\$ 25,370.00
5	Overlay Fabric	0	SY		8.5	\$ 8.50	\$ -
6	Asphalt Paving	160	TN		300	\$ 300.00	\$ 48,000.00
7	Striping	1500	LF		1.5	\$ 1.50	\$ 2,250.00
8	12" SD	0	LF		95	\$ 95.00	\$ -
9	8" SD	0	LF		85	\$ 85.00	\$ -
10	SD CB - Type 1	0	EA		2300	\$ 2,300.00	\$ -
11	Geotextile Subgrade Fabric	0	SY		8.5	\$ 8.50	\$ -
12						\$ -	\$ -
13						\$ -	\$ -
14						\$ -	\$ -
15						\$ -	\$ -
Subtotal						\$ 110,534.05	
60% repair and resurface 500 LF residential roadway						Tax	\$ -
						8.0% CM	\$ 8,850.00
						25.0% Contingency	\$ 27,640.00
						Construction (CN)	\$ 148,000.00
						12.0% Engineering (PE)	\$ 18,000.00
						Project Total (K)	\$ 166,000.00

Project \$ 166,000.00



## **COST ESTIMATE**

Date: 8/2/2024

By: WEG/ZAW

Checked: ZAW

Type: Pre-design

Project: **200002**

Subject: N 1st Easement (loop)

Owner: Town of La Conner

Ref: 2025 TIP

#	Item	Qty	Unit	C1-L	C2-M	Unit \$\$	Total
1	Mobilization	1	LS			\$ -	\$ -
2	Survey and Easement Prep	1	LS	10000		\$ 10,000.00	\$ 10,000.00
3	Signage and striping	1	LS		18000	\$ 18,000.00	\$ 18,000.00
4						\$ -	\$ -
5						\$ -	\$ -
6						\$ -	\$ -
7						\$ -	\$ -
8						\$ -	\$ -
9						\$ -	\$ -
10						\$ -	\$ -
11						\$ -	\$ -
12						\$ -	\$ -
13	Provide for one way loop from 3rd ST and Basin ST to N 1st and State St. Signage and delineation only, no ADA or roadway improvements.				Subtotal	\$ 28,000.00	
					Tax	\$ -	
				5.0%	CM	\$ 1,400.00	
				25.0%	Contingency	\$ 7,000.00	
				Construction (CN)		\$ 37,000.00	
				5.0%	Engineering (PE)	\$ 2,000.00	
				Permitting Allowance		\$ -	
				Project Total		\$ 39,000.00	

**Resolution –**  
**2025 Property Tax Revenue Source**

# TOWN OF LA CONNER



## Resolution No.

### **A resolution establishing the 2025 property tax levy.**

**WHEREAS**, the Town Council of the Town of La Conner attests that the population of the Town is less than ten thousand; and

**WHEREAS**, the Town has received preliminary information from the Skagit County Assessors Office which served to estimate the Town of La Conner's 101% property tax limitation for collections in 2024; and,

**WHEREAS**, the Town Council for the Town of La Conner had properly given notice of the public hearing held November 12, 2024, to consider the Town's Current Expense Revenues for the 2025 calendar year, pursuant to RCW 84.55.120; and,

**WHEREAS**, the Town Council of the Town of La Conner, after hearing and after duly considering all relevant evidence and testimony presented, determined that the Town of La Conner will require an increase in property tax revenue from the previous year.

**WHEREAS**, the districts actual levy in the previous year was \$365,062.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of La Conner, that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$3651, with a .01232 increase from the previous year with \$0 banked capacity. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted at the regular meeting of the Town Council, this 12<sup>th</sup> day of November 2024 by a majority of the council members.

Attest:

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Maria A. DeGoede, Finance Director

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Ramon Hayes, Mayor

Approved as to Form:

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Scott G. Thomas, Town Attorney

**PRELIMINARY ASSESSED VALUE  
FOR COMPUTATION OF PROPERTY  
LEVY FOR DISTRICTS WITH  
POPULATION LESS THAN 10,000  
2024 LEVY FOR 2025 TAXES**

**TAXING DISTRICT: TOWN OF LA CONNER**

**Tax Base for Regular Levy**

1. Preliminary total district taxable value (excluding boats, timber assessed value and senior citizen exemptions from regular levy). Tax base for regular levy: \$ 293,874,428

2. 2023-2024 State Assessed Utility value: \$6,641,638

**Preliminary Total Tax Base for Regular Levy**

**\$300,516,066**

**Tax Base for Excess and Voted Bond Levies**

3. Less assessed value of the senior citizen/disability exempt property:

4. Plus Timber Assessed Value (TAV): \$0

5. Tax Base for Excess and Voted Bond Levies (1+2-3+4): **\$300,516,066**

**PRELIMINARY  
LEVY LIMIT CALCULATION  
2024 LEVY FOR 2025 TAXES**

A. Highest regular tax which could have been lawfully levied beginning with the 1985 levy.  
Year: 2023-2024      \$365,062.00      X      101%      =      \$368,713  
(Actual levy taken: \$365,062 Banked -0-)

B. Current year's assessed value of new construction, improvements and wind turbines, solar, biomass and geothermal facilities in original district before the annexation occurred times last years levy rate.  
A.V.      \$1,191,900      X      1.3212570153 /      \$1,000 =      \$1,575

C. Current year's assessed value of state assessed property in original district if annexed, less last years value of state assessed property.  
The remainder to be multiplied by last year's regular levy rate.

less	equals	\$	-	
Current Yr. A.V.	Previous Yr. A.V.		Remainder	
\$	-	X	1.3212570153 /	\$1,000 =
Remainder			Last Years Levy Rate	\$

D. Refund Levy (Amount levied that was not collected in previous tax years)  
E. Regular Property Tax Limit: A+B+C +D= **\$370,376**

**PRELIMINARY LEVY RATE  
COMPUTATION**

**Regular Levy**

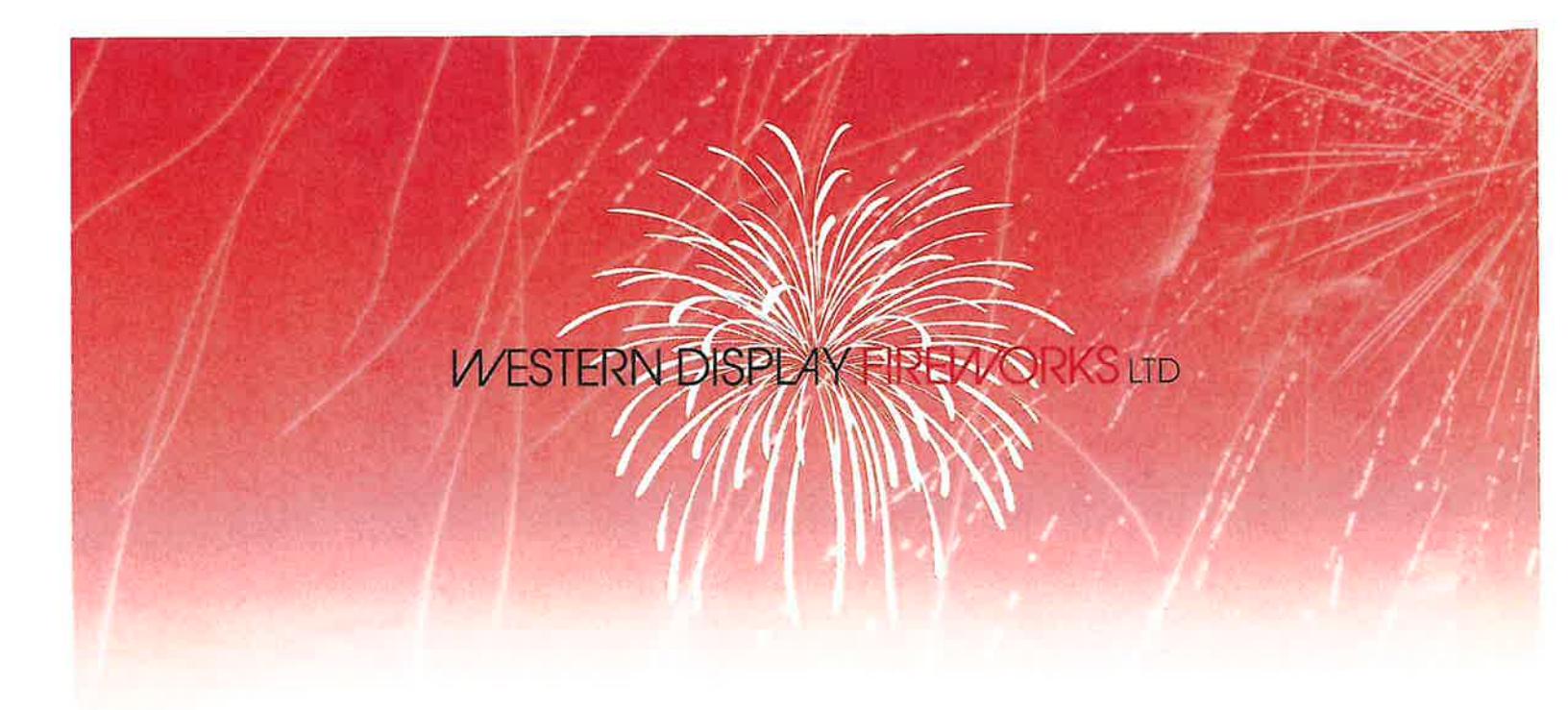
Type of Taxing District:  
Statutory maximum dollar rate for taxing district: \$3,6000

The dollar amount of the certified levy divided by the assessed value  
\$370,376 / \$300,516,066 = 1.23247 \*

For Regular Rate, enter the lesser of the statutory maximum dollar rate or the certified levy rate: **\$1.23247**

*\*Not to exceed the Statutory Maximum rate shown above!*

**Agreement –  
Western Fireworks – 4<sup>th</sup> of July**



WESTERN DISPLAY FIREWORKS LTD

Town of La Conner  
Independence Day Celebration  
July 4, 2025



Portland • Seattle • Boise



## Fireworks Display Proposal Summary

Town of La Conner

Independence Day Celebration

July 4, 2025

Your display proposal includes the following services to be provided by Western Display Fireworks, Ltd:

- Provide display liability insurance with sponsors and property owners listed as additional insured
  - \$5,000,000 (per occurrence) general liability
- Prepare the Washington State Public Display Permit to be approved by the local fire authority
- Process and pay the Swinomish Indian Tribal Community Special Use Permit Application fee
- Prepare and submit the United States Coast Guard Application for Marine Event Permit
- Provide transportation by a properly licensed vehicle and a CDL hazmat driver for all pyrotechnics to the display site
- Provide transportation for all necessary equipment to and from the display site
- Provide \$5,000,000 commercial auto insurance to cover transportation
- Supply all necessary labor to conduct the display including a state certified pyrotechnician, assistant and crew covered under worker's compensation insurance
- Supply all pyrotechnics as listed on the attached detailed proposal
- Provide necessary mortars and firing equipment required to pre-load and fire the display

Portland • Seattle • Boise

# WESTERN DISPLAY FIREWORKS LTD

## SHOW SCRIPT

La Conner, Town of  
204 Douglas Street  
La Conner, WA 98257

Event Date: 7/4/2025  
Proposal #: 25-7674  
Show Name: La Conner 4th of July Celebration

### Quantity Description

---

- 1 SHOW OPENER
- 1 2.5" (36 Shot) Green Strobe Willow / Gold Strobe Crackling Flower / Purple Crackling Flower (Duration: 28 Sec.)
- 1 MAIN SHOW
- 1 THREE INCH SHELLS
- 1 3" (72) Crown Assorted Shells - B w/Tail (36 Effects)-Fancy 2 of Each:
  - 3" Purple Dahlia with Green Blink Pistil RT-Gold
  - 3" Silver Coco. Tree with Crackling Pistil RT-Red
  - 3" Red to Brocade Crown with White Blink Pistil RT-Green
  - 3" Green to Brocade Crown with Red Blink Pistil RT-Gold
  - 3" Brocade Crown with Blue with Red Blink Pistil RT-Green
  - 3" Brocade Crown with Red with Crackling Pistil RT-Red
  - 3" Purple to Brocade Crown with Green Blink Pistil RT-Gold
  - 3" Red Wave to Blue RT-Red
  - 3" Green Wave to Purple RT-Green
  - 3" Yellow Wave to Green RT-Gold
  - 3" Blue Peony with Red Blink Pistil RT-Red
  - 3" Gold Titanium Willow RT-Gold
  - 3" Purple Wave to Yellow RT-Green
  - 3" Red to Crackling with Crackling Pistil RT-Red
  - 3" Green to Crackling with Crackling Pistil RT-Green
  - 3" Yellow to Crackling with Crackling Pistil RT-Gold
  - 3" Purple Ring with Crackling RT-Red
  - 3" Crackling Chrys. to Crackling RT-Gold
  - 3" Purple to Crackling with Crackling Pistil RT-Red
  - 3" White to Crackling with Crackling Pistil RT-Gold
  - 3" Brocade Crown to White Blink with White Blink Pistil RT-Gold
  - 3" Brocade Crown to Red Blink with Red Blink Pistil RT-Red
  - 3" Brocade Crown to Green Blink with Green Blink Pistil RT-Green
  - 3" Time Rain Willow with Blue Dahlia RT-Red
  - 3" Gold Blink with Blue Pistil RT-Gold
  - 3" Silver Wave to Crackling with Crackling Pistil RT-Gold
  - 3" Silver Wave to Blue with Red Blink Pistil RT-Red
  - 3" Silver Wave to Green with Red Blink Pistil RT-Green
  - 3" Silver Wave to Purple with Green Blink Pistil RT-Green
  - 3" Silver Wave to Red with Blue Pistil RT-Red
  - 3" Brocade Crown with Crackling Pistil RT-Gold
  - 3" Half Orange & Half Aqua Peony RT-Green
  - 3" Red Wave with Crackling Pistil RT-Red
  - 3" Green Wave with Crackling Pistil RT-Green
  - 3" Yellow Wave with Crackling Pistil RT-Gold
  - 3" Purple Wave with Crackling Pistil RT-Red

# WESTERN DISPLAY FIREWORKS LTD

## SHOW SCRIPT

Proposal #: 25-7674

### Quantity Description

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1	3" (72) Crown Assorted Shells-A w/Tail (36 Effects (2 ea)
	3" Blue Chrys w/ Blue Tail (2 ea)
	3" Blue Peony w/ Coconut Tree Pistil w/ Red Tail (2 ea)
	3" Blue Peony w/ Red Pistil w/ Red Tail (2 ea)
	3" Blue to Crackling w/ Green Tail (2 ea)
	3" Brocade Crown w/ Strobe Pistil w/ Green Tail (2 ea)
	3" Color Diadem w/ Blue Tail (2 ea)
	3" Color to Crackling w/ Green Tail (2 ea)
	3" Crackling Diadem w/ Blue Tail (2 ea)
	3" Diadem Chrys. to Green w/ Green Tail (2 ea)
	3" Diadem Chrys. to Red w/ Green Tail (2 ea)
	3" Diadem Chrys. to Strobing w/ Green Tail (2 ea)
	3" Dragon Eggs w/ Green Tail (2 ea)
	3" Glittering Blue w/ Silver Tail (2 ea)
	3" Golden Flashing w/ Silver Tail (2 ea)
	3" Golden Peony w/ Crackling Pistil w/ Red Tail w/ Red Tail (2 ea)
	3" Golden Wave to Blue w/ Silver Tail (2 ea)
	3" Golden Wave to Color w/ Silver Tail (2 ea)
	3" Green Chrys w/ Red Tail (2 ea)
	3" Green Flashing w/ Blue Tail (2 ea)
	3" Green Peony w/ Coconut Tree Pistil w/ Red Tail (2 ea)
	3" Purple Chrys w/ Blue Tail (2 ea)
	3" Purple Chrys. w/ Red Flower Core w/ Blue Tail (2 ea)
	3" Red & Purple Glittering w/ Silver Tail (2 ea)
	3" Red Peony w/ Coconut Tree Pistil w/ Red Tail (2 ea)
	3" Silver Wave to Green w/ Silver Tail (2 ea)
	3" Silver Wave to Red w/ Silver Tail (2 ea)
	3" Silver Wave to Yellow w/ Silver Tail (2 ea)
	3" Variegated Willow w/ Silver Strobe w/ Green Tail (2 ea)
	3" White Chrys w/ Blue Tail (2 ea)
	3" White Flashing w/ Silver Tail (2 ea)
	3" White Twinkling Chrys w/ Blue Tail (2 ea)
	3" Yellow & Blue Chrys w/ Blue Tail (2 ea)
	3" Yellow Chrys w/ Red Tail (2 ea)
	3" Yellow Peony w/ Coconut Tree Pistil w/ Red Tail (2 ea)
	3" Yellow Peony w/ Purple Pistil w/ Red Tail (2 ea)
	3" Yellow to Crackling w/ Green Tail (2 ea)
1	3" (72) Sunny Assortment Package RWB 2022

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# WESTERN DISPLAY FIREWORKS LTD

## SHOW SCRIPT

Proposal #: 25-7674

### Quantity Description

1	3" (72) Sunny Assortment Package V25
3"	Red & Green Tip w/ Silver Coconut (2ea)
3"	Red Tip w/Silver Strobe Willow (2ea)
3"	Red to Popping Flower (2ea)
3"	Green to Popping Flower (2ea)
3"	Gold Spider(2ea)
3"	Charcoal Chrysanthemum to Red Ring w/Popping Flower Pistil (ea)
3"	Red Tip w/Charcoal Willow (2ea)
3"	Variegated Shiny Peony (2ea)
3"	Lemon & Purple Peony (2ea)
3"	Glitter Silver to Red Chrysanthemum (2ea)
3"	Charcoal Crackling Chrysanthemum & Red 2ea)
3"	Red Tip w/Yellow Strobe Willow (2ea)
3"	Red Peony w/Silver Palm (2ea)
3"	Silver Wave to Blue Chrysanthemum (2ea)
3"	White Strobe & Gold Brocade Ring (2ea)
3"	Orange Peony Series (2ea)
3"	Red to Green Peony (2ea)
3"	Purple Peony w/Glitter Palm Core (2ea)
3"	Green Glittering Tail (2ea)
3"	Blue Chrysanthemum (2ea)
3"	Yellow Chrysanthemum Shell (2ea)
3"	White Twinkling Kamuro (2ea)
3"	Silver Coconut (2ea)
3"	Red Strobe Willow (2ea)
3"	Silver Strobe (2ea)
3"	Blue & Spangle (2ea)
3"	Blue Tip w/Charcoal Crackling Chrysanthemum (2ea)
3"	Gold Tip Willow (2ea)
3"	Red Crossette Series (2ea)
3"	Green Palm Tree (2ea)
3"	Red to Silver Strobe (2ea)
3"	Green to Silver Strobe (2ea)
3"	Blue Tip w/Red Strobe Willow (2ea)
3"	White Strobe & Red Ring (2ea)
3"	Red Dahlia (2ea)
3"	Charcoal Willow (2ea)
1	MID SHOW VOLLEY
1	1.2" (100 Shot) Green Tail to Brocade King w/ Blue Stars (28 sec)
1	100S, Straight, Red Tail Red Dahlia Silver Chrys., Green Tail Green Dahlia Silver Chrys., Blue Tail Blue Dahlia Silver Chrys., Purple Tail Purple Dahlia Silver Chrys., Yellow Tail Lemon Dahlia Silver Chrys.
1	136S Different Shapes,(LAST ROW V) 1-3: Red Tail, Red, Green, Blue w/ White Strobe; 4-7: Blue Tail, Spider King w/ Blue Pearl; 8-13: Crackling Tail w/ Crackling Coconut
1	100S 5 Point Shape Ti-Crackling Tail & Brocade Palm Crackling & Red Star

# WESTERN DISPLAY FIREWORKS LTD

## SHOW SCRIPT

Proposal #: 25-7674

### Quantity Description

1	100S Fan Green Strobe Mine to Brocade Waterfall
1	100 Shots Different Shapes, Red/ Green/ Red Strobe Tail to Red Palm/ Green Palm/ Time Rain/ Blue Dahlia w/ Golden Strobe Pistil, Green Strobe Mine to Ti-Chrys. w/ Red Strobe
1	132S H Shape Color Tail to Color Dahlia w/ Silver Strobe
1	100S S Shape Golden Tail to White Strobe w/ Blue Mine
1	100S E*Tremely Beautiful: Colorful Falling Leaves + Colorful Strobe Willow
1	GRAND FINALE 1
2	2" (50 Shot) Blue Shiny Peony/Red Magic Peony/Titanium Salute
1	GRAND FINALE 2
2	2.5" (36 Shot) Red Strobe / Blue Magic Peony / Titanium Salute (Duration: 28 Sec.)
1	GRAND FINALE 3
2	3" Chained Dragon Eggs(Ti-Salutes)&Ti-Chrys. Assortment RT Silver
3	3" Chained Red White & Blue Chrys. RT
1	MISC SUPPLIES
15	# 7200 Fusees
5	Safety Glasses
5	Earplugs
1	1" x 60yd Masking Tape - Roll
1	Rubber Bands (Bag of 350)
30	Match Fuse for Packing - By the Foot
1	Foil - Small

## DISPLAY AGREEMENT AND PURCHASE ORDER

**THIS AGREEMENT** ("Agreement") is entered into on \_\_\_\_\_ by and between Western Display Fireworks, Ltd., an Oregon corporation, whose address is set forth above, ("Western") and Town of La Conner, whose address is PO Box 400, 204 Douglas St, La Conner, WA 98257 ("Sponsor"). Western and Sponsor are sometimes individually referred to as a "Party" and collectively as the "Parties."

In consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Proposal.** Western agrees to supply, and Sponsor agrees to pay for, a fireworks display on the following designated date(s) and location: July 4, 2025 shot North of Snee-Oosh Rd, East of Reservation Rd, La Conner, WA 98257, as detailed in Proposal #25-7674, which is attached hereto and incorporated herein by this reference, (the "Display") in accordance with the program approved by both Parties.
2. **Price and Payment Terms.** Total price of FIFTEEN THOUSAND FIVE HUNDRED DOLLARS AND NO/100 (\$15,500.00) is to be paid as follows: 25% of the total price, \$3,875.00 is due by FEBRUARY 1, 2025; 25% of the total price, \$3,875.00 is due by JUNE 4, 2025; the remaining balance of the price, \$7,750.00, is due in full on or before July 14, 2025. Interest will accrue at 1½% per month (an annual percentage rate of 18% per annum) on all unpaid amounts from the date on which the payment was due.
3. **Western Duties.** As part of the total price Western agrees to the following:
  - a. To supply all shells and other pyrotechnics listed on the Proposal;
  - b. Mortars, firing equipment and all other required materials necessary to perform its services hereunder;
  - c. Proper delivery, set-up, firing and presentation by pyrotechnic operator and crew covered under workers compensation insurance;
  - d. To remove all equipment and spent pyrotechnic devices and clean up debris from the immediate Display site. Sponsor acknowledges that additional debris may remain in the fallout zone after Western's responsibilities of Display site cleanup have been completed; and
  - e. To comply with all local and federal guidelines and obtain any necessary permits to perform the Display, unless otherwise notes in Sponsor duties.
4. **Sponsor Duties.**
  - a. Sponsor shall comply with all duties as detailed under the Compliance with Laws/Sponsor Responsibilities portion of this Agreement; and
  - b. Sponsor to provide access to restrooms for crew use or a port-o-potty near the Display site.
5. **Insurance.** Western agrees to provide, at its expense, commercial general liability insurance coverage in an amount not less than \$5,000,000. If requested in writing, Western shall provide Sponsor with a certificate of insurance within two weeks of the Display. All entities/individuals listed on the certificate of insurance will be deemed as additional insured pursuant to this Agreement.
6. **Indemnification.** Western agrees to indemnify, defend, and hold harmless the Sponsor, its agents and employees, and those entities/individuals listed on the certificate of insurance, from and against all claims, costs, judgments, damages and expenses, including reasonable attorney fees that directly arise

from the performance of the fireworks to the extent that such are occasioned by an act or omission of its agents and employees from and against all claims, costs, judgments, damages and expenses, including reasonable attorney fees that arise from the performance of the fireworks to the extent that such are occasioned by any act or omission of Sponsor, its agents and employees. Each Party agrees to give the other Party prompt notice of any claims. Neither Party shall be responsible for consequential damages.

**7. Compliance with Laws.**

- a. **Sponsor Responsibilities:** SPONSOR agrees to perform their requirements in accordance with NFPA 1123 OUTDOOR DISPLAY OF FIREWORKS 2022 Edition (National Fire Protection Association) 8.1 General Requirements. The sponsor of the display shall make provisions for fire protection for the display. 8.1.1 The sponsor shall consult with the AHJ, the local responding fire department (if different from the AHJ) and the operator (the licensed pyrotechnic operator employed by Western) to determine the level of fire protection required. 8.1.2 The following shall apply to crowd control: (1) Monitors whose sole duty is the enforcement of crowd control shall be located around the display site and at other locations as determined by the sponsor. (2) The AHJ and the operator shall approve the provisions for crowd control. 8.1.2.1 Monitors shall be positioned around the display site to prevent spectators or any other unauthorized persons from entering the discharge site. 8.1.2.2 Where required by the AHJ, approved delineators or barriers shall be used to aid in crowd control. 8.1.2.3 Portions of the display site, other than the discharge site(s), shall be permitted to be open to the public prior to the display as long as the provisions of 4.2.2.2 are maintained. 8.1.2.4 Unescorted public access to the discharge site shall not be permitted where pyrotechnic materials are present during the period before the display. 8.1.2.5 The discharge site shall be restricted throughout the display and until the discharge site has been inspected after the display (see Exhibit A – Display Site Map).
- b. **Western's Responsibilities:** Western shall secure and maintain any and all licenses, permits or certificates that may be required by any regulatory body having jurisdiction over the materials or performance of the services herein contemplated unless otherwise noted above in Sponsor duties. Western shall exercise full and complete authority over its personnel, shall comply with all workmen's compensation, employer's liability and other federal, state, county and municipal laws, ordinances, rules and regulations required of an employer performing such services, and shall make all reports and remit all withholdings or other deductions from the compensation paid its personnel as may be required by any federal, state, county or municipal law, ordinance, rule or regulation. Western is responsible to insure that all materials and services supplied under this Agreement comply with all laws, rules and regulations of the State and the federal government relating thereto.
- 8. Cancellation/Rescheduling by Sponsor.** If the Display is cancelled by the Sponsor after receipt of this signed Agreement, Sponsor agrees to pay 25% of the total price (\$3,875.00) for restocking and costs incurred. If the Display is cancelled by the Sponsor within 30 days of the scheduled Display date, Sponsor agrees to pay 50% of the total price (\$7,750.00). If the Display is cancelled by the Sponsor on the date of the Display, Sponsor agrees to pay 100% of the total price (\$15,500.00). By providing notice of not less than 30 days from the original Display date, Sponsor may elect to reschedule the Display to a mutually agreeable date. This date must be within 90 days of the original display date. Western agrees to facilitate this rescheduling and Sponsor agrees to reimburse Western for new permits and other additional costs associated with this change. Sponsor understands that permitting requirements, burn bans and other

factors beyond Western's control may prohibit rescheduling of a display. If these factors prohibit the rescheduled Display from taking place then the standard cancellation schedule applies.

9. **Safety / Weather Forced Cancellation.** Western agrees that it shall be the responsibility of the pyrotechnic operator in charge, acting on Western's behalf or the Authority Having Jurisdiction, to cancel or delay the Display if in the operator's judgment circumstances beyond the control of either Party pose an extraordinary risk to the health and safety of any persons or property within the vicinity of the Display.

If the product has been damaged as an attempt to execute the Display and cannot be safely reused, 100% of the price is due and Western has no further obligation under this Agreement. If the product is intact and reusable, Western agrees to store the product and execute the Display on a mutually agreeable future date. Sponsor agrees to reimburse Western for reasonable costs associated with the rescheduling of the event.

10. **Force Majeure.** Sponsor assumes the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of Western which may prevent the Display from being safely performed on the scheduled date, which may cause the cancellation of the event for which Sponsor has purchased the Display, or which may affect or damage such portion of the Display as must be replaced and exposed a necessary time before the Display.
11. **Product Performance.** Sponsor recognizes and acknowledges that due to the nature of fireworks, an industry accepted level of 3% of the product used in any display may not function as designed and this level of nonperformance is acceptable as full performance.
12. **Limitation on Damages.** In the event that Sponsor claims that Western has breached this Agreement or was negligent in performing its duties hereunder, Sponsor shall not be entitled to claim or recover monetary damages from Western beyond the amount that Sponsor has paid Western under this Agreement and shall not be entitled to a claim for or recover of consequential damages from Western, including, but not limited to, damages for lost income, business, or profits. Additionally, Western's liability for matters covered by the insurance set forth herein shall be limited to the limits of said insurance.
13. **Time.** Time is of the essence in this agreement. The Parties expressly recognize that in the performance of their respective obligations, each Party is relying on timely performance by the other Party and will schedule operations and incur obligations to third parties in reliance upon timely performances by the other Party and may sustain substantial losses by reason of any failure of timely performance.
14. **Independent Contractor/No Joint Venture.** The Parties agree that Western is an independent contractor, and is not an agent or employee of Sponsor for any purpose. It is further agreed that Western's employees shall be, and remain, the employees of Western and not of Sponsor. Nothing in this Agreement or the actions of Western or Sponsor shall be construed as forming a partnership or joint venture between Sponsor and Western.
15. **Attorney Fees.** In the event that either Party to this Agreement shall enforce any of the provisions hereof by any action at law or in equity, the unsuccessful Party to such litigation agrees to pay to the prevailing Party all costs and expenses, including reasonable attorney fees, incurred therein by the prevailing Party.

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16. **Jurisdiction.** This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance or otherwise, by the laws of the State of Oregon applicable to contracts.
17. **Severability.** In the event a court of competent jurisdiction determines that any provision of this Agreement is in violation of any statute, law, rule, regulation, ordinance or public policy, then the provisions of this Agreement that violate such statute, law, rule, regulation, ordinance or public policy shall be stricken or modified to the extent that such provision no longer violates such statute, law, rule, regulation, ordinance or public policy. All provisions of this Agreement that do not violate any statute, law, rule, regulation, ordinance or public policy shall continue in full force and effect for all purposes. Furthermore, any court order striking or modifying any provision of this Agreement shall modify or strike the provision in as limited a manner as possible to give as much effect as possible to the intentions of the Parties to this Agreement.
18. **Survival.** The terms of paragraphs 5, 6, 12, 15, and 16 shall survive the cancellation or termination of this Agreement.
19. **Entire Agreement.** This Agreement sets forth the entire agreement and understanding between the Parties hereto respecting the matters within its scope and may be modified only in writing signed by both of the Parties hereto.

The pricing and product offered in the Proposal shall remain firm if this Agreement is mutually executed by both Parties on or before December 2, 2024.

**Sponsor**

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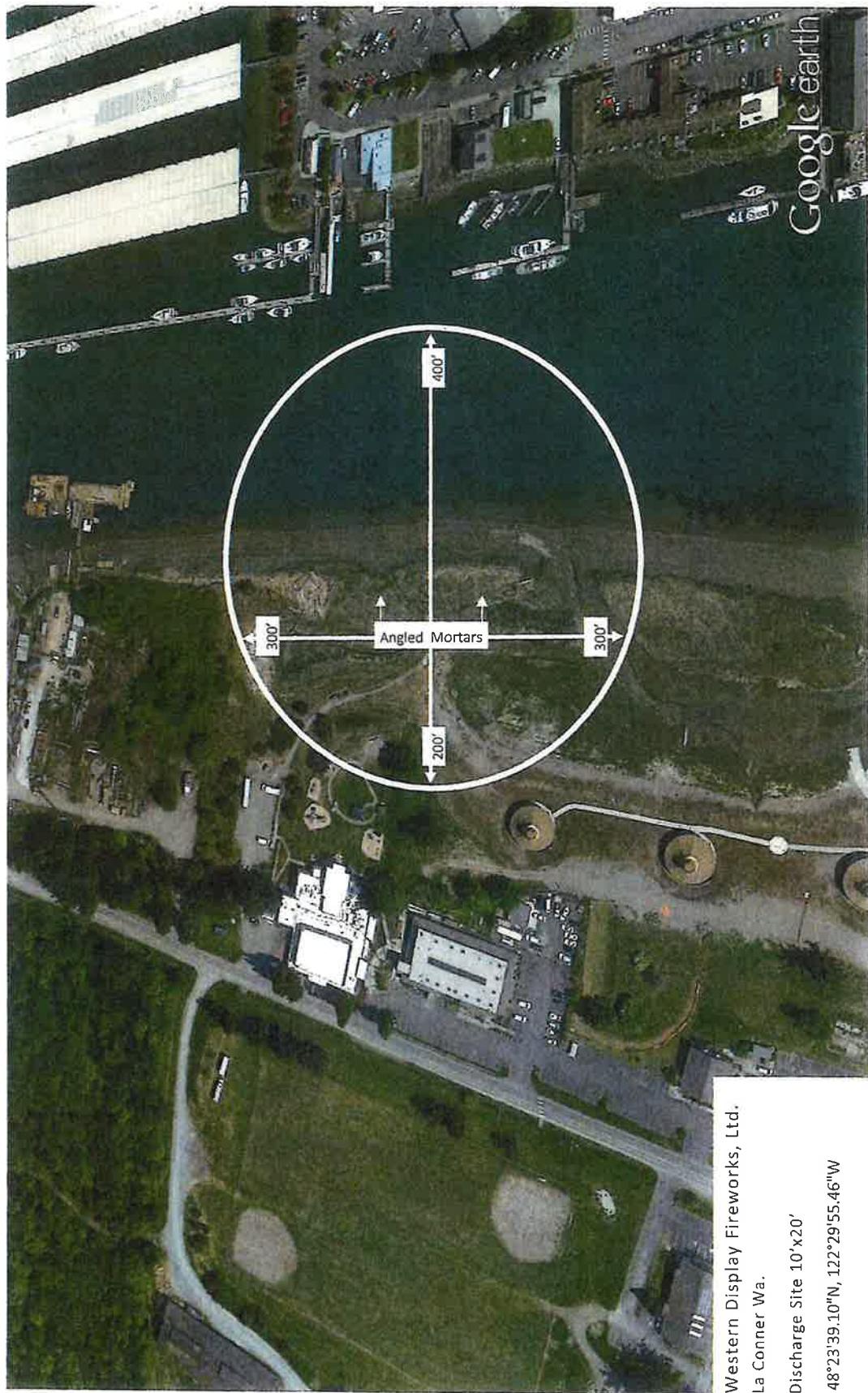
By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Western Display Fireworks, Ltd.**

---

By: Brent Pavlicek  
Its: Co-President  
Date: \_\_\_\_\_

Exhibit A – Display Site Map – La Conner, WA





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: PHONE (A/C, No. Ext): 216-658-7100 E-MAIL ADDRESS:	
Acrisure, LLC dba Britton Gallagher & Associates One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114		INSURER(S) AFFORDING COVERAGE INSURER A : Everest Indemnity Insurance Co. 10851 INSURER B : Axis Surplus Ins Company 26620 INSURER C : Alaska National Insurance Company 38733 INSURER D : Everest Denali Insurance Company 16044 INSURER E : INSURER F :	
INSURED		NAIC #	
Western Display Fireworks Ltd. P. O. Box 932 Canby OR 97013		18234	

COVERAGEs		CERTIFICATE NUMBER: 388132409		REVISION NUMBER:				
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	TYPE OF INSURANCE	ADD'L/SUB INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY  X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		SI8ML00215-241	1/15/2024	1/15/2025	EACH OCCURRENCE	\$ 1,000,000	
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000	
						MED EXP (Any one person)	\$	
						PERSONAL & ADV INJURY	\$ 1,000,000	
						GENERAL AGGREGATE	\$ 2,000,000	
						PRODUCTS - COMP/OP AGG	\$ 2,000,000	
							\$	
D	AUTOMOBILE LIABILITY  X ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> X HIRED AUTOS <input checked="" type="checkbox"/>	SCHEDULED AUTOS NON-OWNED AUTOS	SI8CA00098-241	1/15/2024	1/15/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
						BODILY INJURY (Per person)	\$	
						BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
							\$	
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR X EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE		P-001-000069176-06	1/15/2024	1/15/2025	EACH OCCURRENCE	\$ 4,000,000	
						AGGREGATE	\$ 4,000,000	
							\$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	SI8ML00215-241	1/15/2024	1/15/2025	WC STATUTORY LIMITS <input checked="" type="checkbox"/> X OTHER <input type="checkbox"/>	Stop Gap	
						E.L. EACH ACCIDENT	\$ 1,000,000	
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000	
C	Washington USLH		24D WU 08933 (WA USLH)	4/16/2024	4/16/2025	Bl by Accident Bl by disease policy Bl by disease Each	\$ 1,000,000 limit \$ 1,000,000 Employee \$ 1,000,000	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement. "Deductible \$2,500.00"								
Display Date: July 4, 2025 Display Site: Lot located: North of Snee Oosh Rd and East of Reservation Rd in La Conner WA. along the channel Additional Insured: Town of La Conner; Port of Skagit; Swinomish Indian Tribal Community								

CERTIFICATE HOLDER		CANCELLATION	
Town of La Conner PO Box 400 La Conner WA 98257		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

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# New Business

- 1) Ordinance – 2024 Budget Amendment**
- 2) Resolution – Appointment to the Emergency Management Commission (Wilson)**

**Ordinance –  
2024 Budget Amendment**

## ***TOWN OF LA CONNER***



### **Ordinance No. An ordinance amending the 2024 Budget**

**WHEREAS**, the Town of La Conner adopted the 2024 Budget in final form by Ordinance No. 1237 on the 12<sup>th</sup> day of December 2023; and

**WHEREAS**, subsequent thereto it has become necessary for the Town of La Conner to amend said ordinances because of revenues and expenditures of same, which could not reasonably have been foreseen at the time of adopting said budget, and

**NOW THEREFORE BE IT ORDAINED BY THE LA CONNER TOWN COUNCIL AS FOLLOWS:**

**Section 1.** The 2024 Budget, as represented in Ordinances No. 1237, 1246 and 1249 revenues and expenditures for 2024, is hereby amended as set forth below and Attachment A.:

<b>Revenue Funds</b>	<b>Description</b>	<b>Previous Rev. Allocation</b>	<b>Increase</b>	<b>New Exp. Allocation</b>
001 – General	Increase for Grants	1,411,390	80,000	1,491,390
<b>Expenditure Funds</b>		<b>Previous Exp. Allocation</b>	<b>Increase</b>	<b>New Exp. Allocation</b>
001 – General	Increase for Grants	2,479,003	80,000	2,559,003

**Section 2.**

This ordinance shall take effect upon publication.

Enacted by a vote of the La Conner Town Council this 12<sup>th</sup> day of November, 2024.

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Marna Hanneman, Mayor

ATTEST:

APPROVED AS TO FORM

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Maria A. DeGoede, Town Clerk

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Scott Thomas, Town Attorney

## Attachment A

<b>Revenue Funds</b>	<b>Description</b>	<b>Previous Exp. Allocation</b>	<b>Increase</b>	<b>New Exp. Allocation</b>
001-General	CDBG Grant for Moore Clark Subarea	1,411,390	30,000	1,441,390
<b>Expenditure Funds</b>	<b>Description</b>	<b>Previous Exp. Allocation</b>	<b>Increase</b>	<b>New Exp. Allocation</b>
001 - General	CDBG Planning Grant for Moore Clark Subarea	2,479,003	30,000	2,509,003
001-General	Comprehensive Plan Update Grant	2,509,003	50,000	2,559,003

**Resolution -**  
**Appointment to Emergency Management**  
**Commission (Wilson)**

# **Town of La Conner**



## **RESOLUTION NO.**

### **A RESOLUTION CONSENTING TO THE MAYOR'S APPOINTMENT TO THE LA CONNER EMERGENCY MANAGEMENT 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 Dr. Brianna Wilson to serve an unexpired term that will expire on December 31, 2026, 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 Dr. Brianna Wilson 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 12<sup>th</sup> day of November, 2024.

TOWN OF LA CONNER, WASHINGTON

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Marna Hanneman, Mayor

Approved as to form:

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Scott Thomas, Town Attorney

ATTEST:

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Maria DeGoede, Finance Director