



TOWN COUNCIL AGENDA

February 11, 2025, 6PM

Maple Hall.

204 Commercial Street

Skagit County Washington
Incorporated 1890
www.townoflaconner.org

I. Call to Order

II. Pledge of Allegiance

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

IV. Presentations: Tom Beckwith of Beckwith Consulting – Subarea Plan

V. CONSENT AGENDA

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

1. Approval of the Minutes: Council Meeting of January 28, 2025
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 No. 623 – Maple Hall Bid Waiver
3. Resolution – Acknowledgement of Park Volunteers
4. First Street Parade Parking

VIII. NEW BUSINESS

1. Bid Recommendation – Simply Yards (Grounds Maintenance)
2. Resolution – Appointment to the Emergency Management Commission (Carlisle)
3. Resolution – Adoption of Social Media Policy
4. Invitation to Bid – Surplus of a 1994 Chevrolet Pickup

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 "technology permitting".

Consent Agenda

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

Town of La Conner

Town Council Meeting
January 28, 20245 – 6:00 p.m.

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

Present: Councilmembers Taylor, Carlson, Dole and Wohleb.

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

Councilmember Wohleb moved to excuse Councilmember Chamberlain. Motion seconded by Councilmember Dole. Motion carried 3/0.

Public Comments:

Resident Linda Talman asked if staff or Council had reached out to Skagitians for a farmer's market in Town. Administrator Thomas stated he did meet with them and the Port of Skagit. Discussions included pros and cons, as well as other types of events and businesses.

Consent Agenda:

Approval of Agenda

Approval of the Minutes of the January 14, 2025 Council Meeting.

Accounts Payable:	Checks	27766 - 27794	\$61,671.66
	Voided Check #27692		
	Electronic Pmts.	<u>2018303 – Excise Tax</u>	<u>\$9,784.98</u>
		Total Accounts Payable	\$71,456.64

Payroll of January 17, 2025:	Checks 6034 - 6040	\$2,168.62
	Voided Checks #6027-6033	
	Payroll Auto Tax Payment #2018302	\$9,949.40
	<u>Payroll Auto Deposit</u>	<u>\$29,069.68</u>
	Total Payroll	\$41,187.70

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

Administrator's Report:

Administrator Thomas reminded everyone of the Emergency Management Commission's upcoming Prep for Disaster classes. The first one will be on February 8th at 10:00 am at the Library. He will also be attending Actions Days in Olympia on February 20th to meet with Legislatures for funding of the Fireboat and the WWTP upgrades.

Mayor's Report:

Mayor Hanneman attended a meeting with the County for the planning of the Worlds Cup in Seattle in 2026. It will be the middle of June through July 7th of 2026, and will have a huge tourism impact on the County. She also shared the Fire Department's Chili and Chowder event was a success, bringing in over \$10,000 for the Fire Association. She also discussed the car fire on S. Third Street and suggested including fire hydrants in the neighborhood mapping upcoming Planning for Disaster Classes.

Council Committee Reports:

Arts Commission:

Councilmember Taylor noted the next meeting will be February 11th.

WAB:

Councilmember Taylor shared the next meeting has been scheduled for February 11th.

Emergency Management Commission:

Councilmember Dole shared they have initiated working with the Tribe on disaster planning and classes. Also, there is an interested applicant for the last position on the Commission.

Center Street Project:

Planner Davolio stated the applicant's revised plans were approved after review by all departments determining it met the Towns requirements. Now they will be going through the permitting process with the County.

Ordinance 1254 – Amending Section 2.47 La Conner Municipal Code:

Administrator Thomas explained he changed the positions to be no less than five and no more than seven years as discussed in the last meeting. He also updated and cleaned up the section

Councilmember Carlson moved to approve Ordinance 1254 amending Section 2.47 of the La Conner Municipal Code. Motion seconded by Councilmember Taylor. Motion carried 4/0.

Resolution 652 Appointment to the Arts Commission:

Administrator Thomas assigned the terms according to the positions that expired or by resignation as follows:

- Joanna Sikes, term expires December 31, 2025
- Nicollet Harrington, term expires December 31, 2025
- Don Wesley, term expires December 31, 2026
- Cynthia Elliott, term expires December 31, 2027
- Danielle Dunlap, term expires December 31, 2027

Councilmember Wohleb moved to approve the Mayor's appointment of positions to the Art's Commission as presented. Motion seconded by Councilmember Carlson. Motion carried 4/0.

Ordinance 1255 – UDC Updates Amending Chapter 15:

Planner Davolio recapped the amendments of the Uniform Development Code. There was one error in the ordinance of the indicated year, but he will make that change. Council also requested a change of wording. Where it indicates church, change it to something similar to house of worship.

Councilmember Carlson moved to approve Ordinance 1255, UDC Updates amending Chapter 15, with the changes discussed. Motion seconded by Councilmember Dole. Motion carried 4/0.

Ordinance 1256 – Amending Section 13.05.018 of the La Conner Municipal Code:

Planner Davolio noted this will bring the Towns code in compliance of regulations addressing accessibility for individuals with disabilities.

Councilmember Taylor moved to approve Ordinance 1256, amending Section 13.05.018 of the La Conner Municipal Code. Motion seconded by Councilmember Wohleb. Motion carried 4/0.

Agreement – Fireboat Change Order #1:

Councilmember Carlson explained the Change Order to include a Shore Power, Inverter, Dome Lights, Heat (defrost) and Second Hose Station. The total cost of the additions is \$10,848.72, which will be paid by the Fire Association.

Councilmember Dole moved to approve the Fireboat Change Order #1 in the amount of \$10,848.72, paid by the Fire Association. Motion seconded by Councilmember Wohleb. Motion carried 4/0.

Resolution 653 – Maple Hall Emergency Repairs of Floors:

Public Works Director Lease explained the flooding of Maple Hall was caused by aggressive rains and the power outage. He is currently seeking quotes for repairs, but has to try to time the work between events. He did receive a quote for new wood floors at the cost of \$110,000. He is also looking at other options. This will mostly be

covered by our insurance. He is asking for Council to waive the bidding and approval process to expedite the repairs.

Councilmember Wohleb moved to approve Resolution 653, waiving the bidding and approval process for the Maple Hall floor repairs. Motion seconded by Councilmember Dole. Motion carried 4/0.

Agreement – EDASC:

This is the annual agreement.

Councilmember Wohleb moved to approve the Agreement between the Town and EDASC. Motion seconded by Councilmember Dole. Motion carried 4/0.

2025 Tribal Sewer Rates:

Administrator Thomas explained this rate was established by FCS, the engineering company that has replaced David Evans & Associates. It could change slightly, but requesting Council to approve the 2025 Rate.

Councilmember Carlson moved to approve the 2025 Tribal Sewer Rates. Motion seconded by Councilmember Taylor. Motion carried 4/0.

Mayor Roundtable:

Parking on First Street - Parades

Discussions included eliminating all parking along First Street for Town sponsored parades, to include the Tulip Festival and 4th of July. Concerns were appropriate no street parking notification, how to regulate offenders, where to tow a vehicle if parked on the street and costs. It was the consensus of the Council to table the discussion for a future meeting.

Ordinance 1257 – Moratorium on Drive through Facilities:

Planner Davolio explained this Moratorium will give the Town six months for code review and amendments addressing drive through facilities within the Town limits. It does require a public hearing within the timeframe.

Councilmember Dole moved to approve Ordinance 1257, a Moratorium on Drive through Facilities within the Town limits. Motion seconded by Councilmember Carlson. Motion carried 4/0.

There being no further business the meeting ended at 7:05 p.m.

Maria DeGoede, Finance Director

Marna Hanneman, Mayor



TOWN OF LA CONNER

CLAIMS CLEARING

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that the merchandise or services hereinafter specified for **the February 11, 2025** **Claims** have been received and that;

Checks Numbered:	27795 - 27837	\$177,216.52
Auto Payments:		
Invoice Cloud	#2018309	\$169.00
US Bank	#2018310	107.97

Are approved for a total payment of \$177,493.49 this 11th day of February 2025.

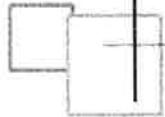
Maura DeSole
Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember

Voucher Directory



Fiscal: : 2025 - February
Council Date: : 2025 - February - First Council Meeting

Badger Meter, Inc.

27795

2025 - February - First Council Meeting

Invoice - 80183044

Meter Hosting			
401-000-534-80-41-00	Professional Services		\$57.09
	Hosting Serv Unit		
Total Invoice - 80183044			\$57.09
Total 27795			\$57.09
Total Badger Meter, Inc.			\$57.09

Beckwith Consulting Group

27796

2025 - February - First Council Meeting

Invoice - Inv#5

Moore Clark Subarea Plan			
001-000-558-60-41-02	Professional Services		\$1,685.00
Total Invoice - Inv#5			\$1,685.00
Total 27796			\$1,685.00
Total Beckwith Consulting Group			\$1,685.00

Birch Equipment

27797

2025 - February - First Council Meeting

Invoice - 300126-5

Aerial Lift Work Platform Rental			
003-000-575-50-48-01	Building Repair & Maint-MH/MC		\$406.00
Total Invoice - 300126-5			\$406.00
Total 27797			\$406.00
Total Birch Equipment			\$406.00

Board for Volunteer FF

27798

2025 - February - First Council Meeting

Invoice - BVFFFeb2025

Firefighter Insurance/Retirement - Olason			
001-000-522-20-28-00	Firemen Retirement		\$50.00
Total Invoice - BVFFFeb2025			\$50.00
Total 27798			\$50.00
Total Board for Volunteer FF			\$50.00

Bowman Consulting Group Ltd.

27799

2025 - February - First Council Meeting**Invoice - 4067-22501090****Tribal Sewer Rates**

409-000-535-80-41-00

Professional Services

\$6,336.25

Total Invoice - 4067-22501090

\$6,336.25

Total 27799

\$6,336.25

Total Bowman Consulting Group Ltd.**Builders Alliance**

27800

2025 - February - First Council Meeting**Invoice - 1252392****Concrete Mix**

002-000-576-80-48-01

Building Repair & Maintenance

\$374.49

Total Invoice - 1252392

\$374.49

Invoice - 1252394**Sono Tube, Rebar and Hold Downs**

002-000-576-80-48-01

Building Repair & Maintenance

\$329.54

Total Invoice - 1252394

\$329.54

Total 27800

\$704.03

Total Builders Alliance**City of Anacortes**

27801

2025 - February - First Council Meeting**Invoice - CityofAnacortesJan2025****Jan 2025 Water Charges**

401-000-534-80-33-00

Purchase of Wholesale Water

\$27,873.00

Water sales**Total Invoice - CityofAnacortesJan2025**

\$27,873.00

Total 27801

\$27,873.00

Total City of Anacortes**Crystal Springs**

27802

2025 - February - First Council Meeting**Invoice - 5383122 012225****Distilled Water**

409-000-535-80-31-02

Lab Supplies

\$60.83

WWTP Distilled Water**Total Invoice - 5383122 012225**

\$60.83

Total 27802

\$60.83

Total Crystal Springs

\$60.83

Environmental Dynamics, Inc.

27803

2025 - February - First Council Meeting**Invoice - 306478**

Membrane Socks w Clamps			
409-000-535-80-48-01	Plant Repair & Maintenance		\$2,759.00
Total Invoice - 306478			\$2,759.00
Total 27803			\$2,759.00

Total Environmental Dynamics, Inc.**ESO Solutions Inc.**

27804

2025 - February - First Council Meeting**Invoice - ESO-160427**

NFIRS			
001-000-522-20-41-00	Professional Services		\$91.77
Total Invoice - ESO-160427			\$91.77
Total 27804			\$91.77

Total ESO Solutions Inc.**Eurofins Environment Testing NW**

27805

2025 - February - First Council Meeting**Invoice - 24-37211**

Compost Testing			
412-000-554-90-48-05	Compost Testing/Materials		\$1,139.00
	Compost Testing		
Total Invoice - 24-37211			\$1,139.00

Invoice - 25-01469

Effluent Testing			
409-000-535-80-48-05	Materials/Testing		\$52.50
	Sewer Testing		
Total Invoice - 25-01469			\$52.50

Invoice - 25-02063

Effluent Testing			
409-000-535-80-48-05	Materials/Testing		\$52.50
	Sewer Testing		
Total Invoice - 25-02063			\$52.50

Invoice - 25-02618

Compost Testing			
412-000-554-90-48-05	Compost Testing/Materials		\$204.00
	Compost Testing		
Total Invoice - 25-02618			\$204.00

Total 27805**Total Eurofins Environment Testing NW**

Fastenal Company
27806

2025 - February - First Council Meeting

Invoice - WAANA160083

Gloves & Garbage Bags

409-000-535-80-31-00

Office & Operating Supplies

\$576.52

Total Invoice - WAANA160083

\$576.52

Invoice - WAANA160085

Black Paint, Paper Towels & TP

003-000-575-50-31-05

Public Restroom Supplies

\$267.21

005-000-543-10-48-00

Repair & Maintenance

\$212.92

Total Invoice - WAANA160085

\$480.13

Invoice - WAANA160197

Garbage Bags & Cleaner

003-000-575-50-31-05

Public Restroom Supplies

\$256.62

Total Invoice - WAANA160197

\$256.62

Invoice - WAANA160207

Wipers

409-000-535-80-31-00

Office & Operating Supplies

\$199.60

Total Invoice - WAANA160207

\$199.60

Total 27806

\$1,512.87

Total Fastenal Company

\$1,512.87

Grainger

27807

2025 - February - First Council Meeting

Invoice - 9367721843

Ring Binder

409-000-535-80-31-00

Office & Operating Supplies

\$30.55

Total Invoice - 9367721843

\$30.55

Invoice - 9370694029

Index Tabs

409-000-535-80-31-00

Office & Operating Supplies

\$25.57

Total Invoice - 9370694029

\$25.57

Invoice - 9381996330

Thread Sealant Tape & Red Ink Pens

409-000-535-80-31-00

Office & Operating Supplies

\$43.45

Total Invoice - 9381996330

\$43.45

Total 27807

\$99.57

Total Grainger

\$99.57

Invoice Cloud			
	2018309	2025 - February - First Council Meeting	
		Invoice - 1022-2025-1	
		CC Utility Fees	
		001-000-514-23-41-03	
		Bank Service Charges	\$169.00
		Total Invoice - 1022-2025-1	\$169.00
	Total 2018309		\$169.00
Total Invoice Cloud			\$169.00
J P Cooke Company			
	27808	2025 - February - First Council Meeting	
		Invoice - 1563048	
		2025 Dog Licenses	
		001-000-521-70-31-00	
		Office & Operating Supplies	\$92.95
		Total Invoice - 1563048	\$92.95
	Total 27808		\$92.95
Total J P Cooke Company			\$92.95
John H. Hanks			
	27809	2025 - February - First Council Meeting	
		Invoice - 7760	
		Updates, Program Installs & Misc. Maint.	
		001-000-518-30-48-00	
		Computer/Server Maintenance	\$966.56
		401-000-534-80-41-00	
		Professional Services	\$335.80
		Total Invoice - 7760	\$1,302.36
		Invoice - 7761	
		5 Council Laptops & 1 Laptop for Senior Center	
		001-000-511-60-31-00	
		Council Office & Operating Sup	\$2,986.50
		001-000-575-50-30-00	
		Senior Center Supplies	\$597.30
		Total Invoice - 7761	\$3,583.80
	Total 27809		\$4,886.16
Total John H. Hanks			\$4,886.16
Kelly McKnight			
	27810	2025 - February - First Council Meeting	
		Invoice - McKnightGCDepRef1/18/25	
		Mcknight Garden Club Dep Ref 1/18/25	
		003-000-582-10-00-00	
		Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - McKnightGCDepRef1/18/25	\$215.00
	Total 27810		\$215.00
Total Kelly McKnight			\$215.00

La Conner Chamber of Commerce
27811

2025 - February - First Council Meeting

Invoice - LacChamberMHDepRef1/26/25

La Conner Chamber Maple Hall Dep Ref 1/26/25

003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$345.00
Total Invoice - LacChamberMHDepRef1/26/25		\$345.00
Total 27811		\$345.00
Total La Conner Chamber of Commerce		\$345.00

Michael Davolio, AICP
27812

2025 - February - First Council Meeting

Invoice - Inv #47

Jan 2025 Planning Charges

001-000-558-60-41-00	Professional Services - Planner	\$7,740.00
Total Invoice - Inv #47		\$7,740.00
Total 27812		\$7,740.00
Total Michael Davolio, AICP		\$7,740.00

Mid-American Research
27813

2025 - February - First Council Meeting

Invoice - 0838787-IN

Ice Melter & Air Deodorizer

409-000-535-80-48-01	Plant Repair & Maintenance	\$748.24
Total Invoice - 0838787-IN		\$748.24
Total 27813		\$748.24
Total Mid-American Research		\$748.24

Nelson-Reisner
27814

2025 - February - First Council Meeting

Invoice - 0882240-IN

WWTP Diesel

412-000-554-90-32-00	Fuel	\$1,920.84
Total Invoice - 0882240-IN		\$1,920.84
Total 27814		\$1,920.84
Total Nelson-Reisner		\$1,920.84

Nelson-Reisner
27815

2025 - February - First Council Meeting

Invoice - CL87011

Fire Dept/Code Enf Fuel

001-000-521-70-32-00	Fuel	\$55.77
Code Enf. 1/2 Maverick Truck		
001-000-522-20-32-00	Fuel	\$153.10
Fire Dept.		
Total Invoice - CL87011		\$208.87

	Invoice - CL87012		
	Public Works Fuel		
	401-000-534-80-32-00	Fuel	\$707.57
	Public Works		
	Total Invoice - CL87012		\$707.57
Total 27815			\$707.57
Total Nelson-Reisner			\$916.44
			\$916.44
North Central Laboratory			
27816			
		2025 - February - First Council Meeting	
	Invoice - 515028		
	M-FC Broth & Glass Fiber Filters		
	409-000-535-80-31-02	Lab Supplies	\$405.30
	Total Invoice - 515028		\$405.30
Total 27816			\$405.30
Total North Central Laboratory			\$405.30
NP Information Systems			
27817			
		2025 - February - First Council Meeting	
	Invoice - 1597		
	Phones		
	001-000-518-30-42-00	Communications	\$377.45
	Town Hall 70%		
	001-000-522-20-42-00	Communications	\$53.92
	Fire Dept. 10%		
	401-000-534-80-42-00	Communications	\$53.92
	Public Works 10%		
	409-000-535-80-42-00	Communications	\$53.92
	WWTP 10%		
	Total Invoice - 1597		\$539.21
Total 27817			\$539.21
Total NP Information Systems			\$539.21
ORCA Communication Systems			
27818			
		2025 - February - First Council Meeting	
	Invoice - 42396		
	Planning Commission Background Checks		
	001-000-558-60-41-02	Professional Services	\$232.50
	Total Invoice - 42396		\$232.50
Total 27818			\$232.50
Total ORCA Communication Systems			\$232.50

Pape' Machinery Exchange
27819

2025 - February - First Council Meeting

Invoice - 15864495

Cap for Repair to Frontloader			
412-000-554-90-48-06	Compost Machinery/Equip		\$106.28
Total Invoice - 15864495			\$106.28

Invoice - 2431769

Repair To Frontloader			
412-000-554-90-48-06	Compost Machinery/Equip		\$814.10
Total Invoice - 2431769			\$814.10

Total 27819

Total Pape' Machinery Exchange

Pollardwater

27820

2025 - February - First Council Meeting

Invoice - 0279976

Manhole Cover, Gate Keys, Valve Box Lifter & Shovel			
401-000-534-80-35-00	Small Tools & Equipment		\$1,347.88
403-000-531-38-35-00	Small Tools & Equipment		\$1,347.88
Total Invoice - 0279976			\$2,695.76

Invoice - 0279978

Rapter Flaring Tool			
401-000-534-80-35-00	Small Tools & Equipment		\$15.13
403-000-531-38-35-00	Small Tools & Equipment		\$15.12
Total Invoice - 0279978			\$30.25

Total 27820

Total Pollardwater

Port of Skagit Co.

27821

2025 - February - First Council Meeting

Invoice - POSFeb2025

Feb 2025 Public Works Lease			
002-000-576-80-45-00	Rents & Leases - Short Term		\$247.88
10% PW Lease			
003-000-575-50-48-06	Rents & Leases Short Term		\$247.88
10% PW Lease			
005-000-542-65-49-03	Rentals/Leases - Short Term		\$247.88
10% PW Lease			
401-000-534-80-45-00	Rents & Leases - Short Term		\$991.54
40% PW Lease			
403-000-531-38-45-00	Rents & Leases - Short Term		\$743.65
30% PW Lease			
Total Invoice - POSFeb2025			\$2,478.83

Total 27821

Total Port of Skagit Co.

Skagit County DEM
27822

2025 - February - First Council Meeting

Invoice - 2025Q1-Lac

Qtr 1 Shared Costs			
001-000-525-10-41-00	Prof Services -EMS		\$1,044.74
	EMS Services		

Total Invoice - 2025Q1-Lac

\$1,044.74

\$1,044.74

\$1,044.74

Total 27822

Total Skagit County DEM

Skagit County Sheriff Office
27823

2025 - February - First Council Meeting

Invoice - Jan2025JailTax

Jan 2025 County Jail Tax			
631-000-589-40-00-00	Special Use Tax - County Jail		\$4,778.96
	Special Use Tax - County Jail		

Total Invoice - Jan2025JailTax

\$4,778.96

\$4,778.96

\$4,778.96

Total 27823

Total Skagit County Sheriff Office

T-Mobile

27824

2025 - February - First Council Meeting

Invoice - T-MobileFeb2025

Cell Phones			
001-000-575-50-42-00	Senior Center Communications		\$40.45
401-000-534-80-42-00	Communications		\$423.37
			\$463.82
			\$463.82
			\$463.82

Total Invoice - T-MobileFeb2025

Total 27824

Total T-Mobile

Town of La Conner

27825

2025 - February - First Council Meeting

Invoice - TOLJan2025UtilBills

Jan 2025 Town Water Charges			
001-000-518-30-47-00	Public Utility Services		\$189.65
204 Douglas - Town Hall			
001-000-522-20-47-00	Public Utility Services		\$141.98
Fire Hall - 12142 Chilberg			
002-000-576-80-47-00	Public Utility Services		\$46.82
Benton Street Stairs			
002-000-576-80-47-00	Public Utility Services		\$111.86
Pioneer Park			
002-000-576-80-47-00	Public Utility Services		\$46.82
Flag Pole/Monument			
002-000-576-80-47-00	Public Utility Services		\$103.08
1st Street Merchant Park			

002-000-576-80-47-00	Public Utility Services	\$73.87
	Washington Street Park	
002-000-576-80-47-00	Public Utility Services	\$73.87
	Skateboard Park - 528 6th Street	
002-000-576-80-48-01	Building Repair & Maintenance	\$48.46
	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	\$303.93
	108 Commercial - Maple Hall	
003-000-575-50-47-02	Public Utility Services-GC	\$112.79
	622 South 2nd St - GC	
003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$236.40
	613 South First St Restroom	
003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$179.01
	304 Morris St Restroom	
401-000-534-80-47-00	Public Utility Services	\$61.24
	PW Washpad - 12142 Chilberg	
401-000-534-80-47-00	Public Utility Services	\$122.29
	604 Third St N - PW Office	
409-000-535-80-47-00	Public Utility Services	\$167.12
	WWTP Hydrant	
409-000-535-80-47-00	Public Utility Services	\$73.87
	Dunlap Street Pump	
409-000-535-80-47-00	Public Utility Services	\$1,163.80
	WWTP Belt Filter Press	
409-000-535-80-47-00	Public Utility Services	\$162.14
	WWTP - 12154 Chilberg Road	
Total Invoice - TOLJan2025UtilBills		\$3,465.82
Total 27825		\$3,465.82
Total Town of La Conner		\$3,465.82

Town of La Conner	27826	2025 - February - First Council Meeting
		Invoice - CompostTax4thQtr2024
		4th Qtr 2024 Compost Tax
		412-000-554-99-49-03
		Utility business tax
		\$29,459.45
Total Invoice - CompostTax4thQtr2024		\$29,459.45
Total 27826		\$29,459.45
Total Town of La Conner		\$29,459.45

Town of La Conner
27827

2025 - February - First Council Meeting

Invoice - C 01-2025

Jan 2025 Sewer Service Charges		
412-000-554-90-47-00	Compost Treatment Chgs - 409	\$10,833.34

Total Invoice - C 01-2025

\$10,833.34

Invoice - S 01-2025

Jan 2025 Sludge Disposal		
409-000-535-80-47-02	Sludge Disposal - 412	\$2,500.00

Total Invoice - S 01-2025

\$2,500.00

Total 27827

Total Town of La Conner

United Site Services
27828

2025 - February - First Council Meeting

Invoice - INV-5098989

Port a Potty - Public Works		
002-000-576-80-41-00	Professional Services	\$215.44

Total Invoice - INV-5098989

\$215.44

Invoice - INV-5101214

Port a Potty - John Hammer Park		
002-000-576-80-41-00	Professional Services	\$201.75

Total Invoice - INV-5101214

\$201.75

Invoice - INV-5102751

Port a Potty - Waterfront Park		
002-000-576-80-41-00	Professional Services	\$213.25

Total Invoice - INV-5102751

\$213.25

Total 27828

Total United Site Services

US Bank-Payment Station Fees
2018310

2025 - February - First Council Meeting

Invoice - USBkJan2025PmtStationFees

Jan 2025 Payment Station Fees		
002-000-576-80-41-00	Professional Services	\$53.98

Moorage/Launch Processing Fees		
005-000-542-65-48-00	Repair & Maintenance	\$53.99

Parking Lot Processing Fees

\$107.97

Total Invoice - USBkJan2025PmtStationFees

\$107.97

Total 2018310

Total US Bank-Payment Station Fees

USA Bluebook**27829****2025 - February - First Council Meeting****Invoice - INV00593317**

Nitrate Nitrogen			
409-000-535-80-31-02	Lab Supplies		\$175.74

Total Invoice - INV00593317**\$175.74****Invoice - INV00593399**

Gloves and Pump Tubing			
409-000-535-80-31-02	Lab Supplies		\$473.55

Total Invoice - INV00593399**\$473.55****Total 27829****\$649.29****Total USA Bluebook****\$649.29****Utilities Underground Locate****27830****2025 - February - First Council Meeting****Invoice - 5010731**

Jan 2025 Utility Locates			
401-000-534-80-41-00	Professional Services		\$6.75
	Notifications		

Total Invoice - 5010731**\$6.75****Total 27830****\$6.75****Total Utilities Underground Locate****\$6.75****Ven Tek International****27831****2025 - February - First Council Meeting****Invoice - 147871**

Payment Station Monitoring/Support			
002-000-576-80-41-00	Professional Services		\$203.82
005-000-542-65-48-00	Repair & Maintenance		\$203.81

Total Invoice - 147871**\$407.63****Total 27831****\$407.63****Total Ven Tek International****\$407.63****Vision Municipal Solutions, LLC****27832****2025 - February - First Council Meeting****Invoice - 09-15273**

2025 Maint. Support			
001-000-514-23-48-00	Software Maintenance		\$2,454.50
25%			
401-000-534-80-48-01	Software Maintenance		\$2,454.50
25%			
403-000-531-38-48-01	Software Maintenance		\$1,227.25
12.5%			
409-000-535-80-48-00	Software Maintenance		\$2,454.50
25%			

412-000-554-90-48-03	Software Maintenance	\$1,227.25
12.5%		
Total Invoice - 09-15273		\$9,818.00
Total 27832		\$9,818.00
Total Vision Municipal Solutions, LLC		\$9,818.00
 WA Dept of Health		
27833	2025 - February - First Council Meeting	
 Invoice - PWS2025		
Annual Water System Operating Permit/Cert		
401-000-534-80-49-00	Dues & Subscriptions	\$1,449.45
Total Invoice - PWS2025		\$1,449.45
Total 27833		\$1,449.45
Total WA Dept of Health		\$1,449.45
 Waste Management of Skagit		
27834	2025 - February - First Council Meeting	
 Invoice - 21-91421-83009		
Public Works Garbage		
005-000-543-50-48-04	Refuse Disposal	\$806.06
Public Works		
Total Invoice - 21-91421-83009		\$806.06
 Invoice - 26-36208-93000		
Fire Dept. Garbage		
001-000-522-20-47-00	Public Utility Services	\$52.74
Fire Dept.		
Total Invoice - 26-36208-93000		\$52.74
 Invoice - 3-72059-75008		
WWTP Garbage/Recycle		
409-000-535-80-47-00	Public Utility Services	\$790.99
WWTP		
Total Invoice - 3-72059-75008		\$790.99
 Invoice - 3-75475-75007		
Town Hall/Sheriff Garbage/Recycle		
001-000-518-30-47-00	Public Utility Services	\$583.52
Town Hall/Sheriff		
Total Invoice - 3-75475-75007		\$583.52
Total 27834		\$2,233.31
Total Waste Management of Skagit		\$2,233.31
 Water-Wasterwater Services		
27835	2025 - February - First Council Meeting	
 Invoice - 2/5/2025 10:20:16 AM		
Jan 2025 WWTP Charges		
409-000-535-80-41-03	Plant Operator	\$20,362.80
Sewer Plant Operations		

	409-000-535-80-48-01	Plant Repair & Maintenance	\$190.33
	Reimbursables		
	412-000-554-90-41-05	Compost Operator	\$18,947.62
		Compost Operations - 48.2%	
	Total Invoice - 2/5/2025 10:20:16 AM		\$39,500.75
Total 27835			\$39,500.75
Total Water-Wasterwater Services			\$39,500.75
WCIA			
27836		2025 - February - First Council Meeting	
	Invoice - 05932		
		WMCA Conference - Viola	
	001-000-514-23-49-02	Training & Meetings	\$495.00
	Total Invoice - 05932		\$495.00
Total 27836			\$495.00
Total WCIA			\$495.00
Wilson Engineering			
27837		2025 - February - First Council Meeting	
	Invoice - 19409		
		WWTP Upgrade Planning	
	409-000-594-37-60-00	Sewer Plant Upgrade Project	\$2,229.50
	Total Invoice - 19409		\$2,229.50
Total 27837			\$2,229.50
Total Wilson Engineering			\$2,229.50
Grand Total	Vendor Count	45	\$177,493.49



Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **January 16, 2025** through **January 31, 2025** 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:

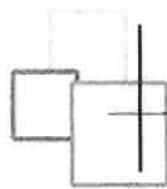
Payroll checks numbered 6041 through 6048		\$2,489.89
Auto Payments:		
AWC Insurance	#2018304	\$11,474.56
Deferred Comp.	#2018305	\$3,032.77
PERS	#2018306	12,143.76
Teamsters Insurance	#2018307	\$7,412.40
Payroll Taxes	#2018308	\$10,378.57
Payroll Auto Deposit		\$29,152.79

are approved for a total payment of **76,084.74** this 11th day of February, 2025.

Councilmember – Finance Committee

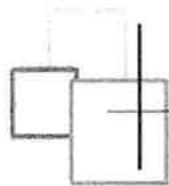
Councilmember – Finance Committee

Councilmember



Register

Number	Name	Fiscal Description	Cleared	Amount
6041	Dept of Labor & Industry	2025 - February - First Council Meeting		\$957.63
6042	Employment Security	2025 - February - First Council Meeting		\$78.22
6043	Empower Annuity Ins. Co of America	2025 - February - First Council Meeting		\$275.00
6044	North Coast Credit Union	2025 - February - First Council Meeting		\$150.00
6045	Paid Family & Medical Leave	2025 - February - First Council Meeting		\$276.51
6046	Teamsters Local No. 231	2025 - February - First Council Meeting		\$145.50
6047	Wa Cares Fund	2025 - February - First Council Meeting		\$136.93
6048	Washington State Support Registry	2025 - February - First Council Meeting		\$470.10
2018304	AWC Employee Benefit Trust	2025 - February - First Council Meeting		\$11,474.56
2018305	Dept of Retirement - Def Comp	2025 - February - First Council Meeting		\$3,032.77
2018306	Dept of Retirement Systems	2025 - February - First Council Meeting		\$12,143.76
2018307	WA Teamsters Welfare Trust	2025 - February - First Council Meeting		\$7,412.40
2018308	Washington Federal	2025 - February - First Council Meeting		\$10,378.57
<u>Direct Deposit Run -</u> <u>2/3/2025</u>	Payroll Vendor	2025 - February - First Council Meeting		\$29,152.79
				\$76,084.74



Register Activity

Name	Reference	Posting Reference	Detail Amount
Direct Deposit Run - 2/3/2025	Payroll Vendor	2025 - February - First Council Meeting	\$29,152.79
Avery, Adam W	ACH Pay - 7463	Posting Run - 2/3/2025 10:36:42 AM	\$273.34
Avery, Annie L	ACH Pay - 7475	Posting Run - 2/3/2025 10:36:42 AM	\$182.22
Banaszak, Sam E	ACH Pay - 7476	Posting Run - 2/3/2025 10:36:42 AM	\$182.22
Carlson, Ivan J	ACH Pay - 7458	Posting Run - 2/3/2025 10:36:42 AM	\$182.02
Chamberlain, MaryLee S	ACH Pay - 7474	Posting Run - 2/3/2025 10:36:42 AM	\$182.02
Dole, Richard L	ACH Pay - 7478	Posting Run - 2/3/2025 10:36:42 AM	\$47.02
Eills, Ajah G	ACH Pay - 7459	Posting Run - 2/3/2025 10:36:42 AM	\$2,133.30
Hanneman, Marna E	ACH Pay - 7471	Posting Run - 2/3/2025 10:36:42 AM	\$415.44
Herring, Jennifer M	ACH Pay - 7460	Posting Run - 2/3/2025 10:36:42 AM	\$1,897.89
Johnson, Brittany	ACH Pay - 7482	Posting Run - 2/3/2025 10:36:42 AM	\$671.25
Kerley-DeGoede, Maria A	ACH Pay - 7472	Posting Run - 2/3/2025 10:36:42 AM	\$2,607.31
Lease, Brian	ACH Pay - 7466	Posting Run - 2/3/2025 10:36:42 AM	\$3,081.50
Mesman, Benjamin	ACH Pay - 7462	Posting Run - 2/3/2025 10:36:42 AM	\$1,075.60
Mesman, Benjamin F	ACH Pay - 7464	Posting Run - 2/3/2025 10:36:42 AM	\$91.11
Palaniuk, Kevin R	ACH Pay - 7480	Posting Run - 2/3/2025 10:36:42 AM	\$2,603.51
Pena-Ayon, Manuel A	ACH Pay - 7469	Posting Run - 2/3/2025 10:36:42 AM	\$1,303.49
Reinstra, Aaron E.	ACH Pay - 7473	Posting Run - 2/3/2025 10:36:42 AM	\$91.11
Reinstra, Aaron M.	ACH Pay - 7477	Posting Run - 2/3/2025 10:36:42 AM	\$2,215.17
Sherman, Albert R	ACH Pay - 7468	Posting Run - 2/3/2025 10:36:42 AM	\$1,986.13
Smith, Christopher	ACH Pay - 7465	Posting Run - 2/3/2025 10:36:42 AM	\$2,714.08
Taylor, Anne M	ACH Pay - 7479	Posting Run - 2/3/2025 10:36:42 AM	\$182.02
Thomas, Scott G	ACH Pay - 7461	Posting Run - 2/3/2025 10:36:42 AM	\$2,925.85
Viola, Angela T	ACH Pay - 7467	Posting Run - 2/3/2025 10:36:42 AM	\$1,927.17
Wohleb, Mary M	ACH Pay - 7481	Posting Run - 2/3/2025 10:36:42 AM	\$182.02
			\$29,152.79

Reports

- 1) Revenue & Expenditure Reports**
- 2) Department Reports**
- 3) Mayor's Report**
- 4) Council Committee Reports**

Revenue & Expenditure Reports

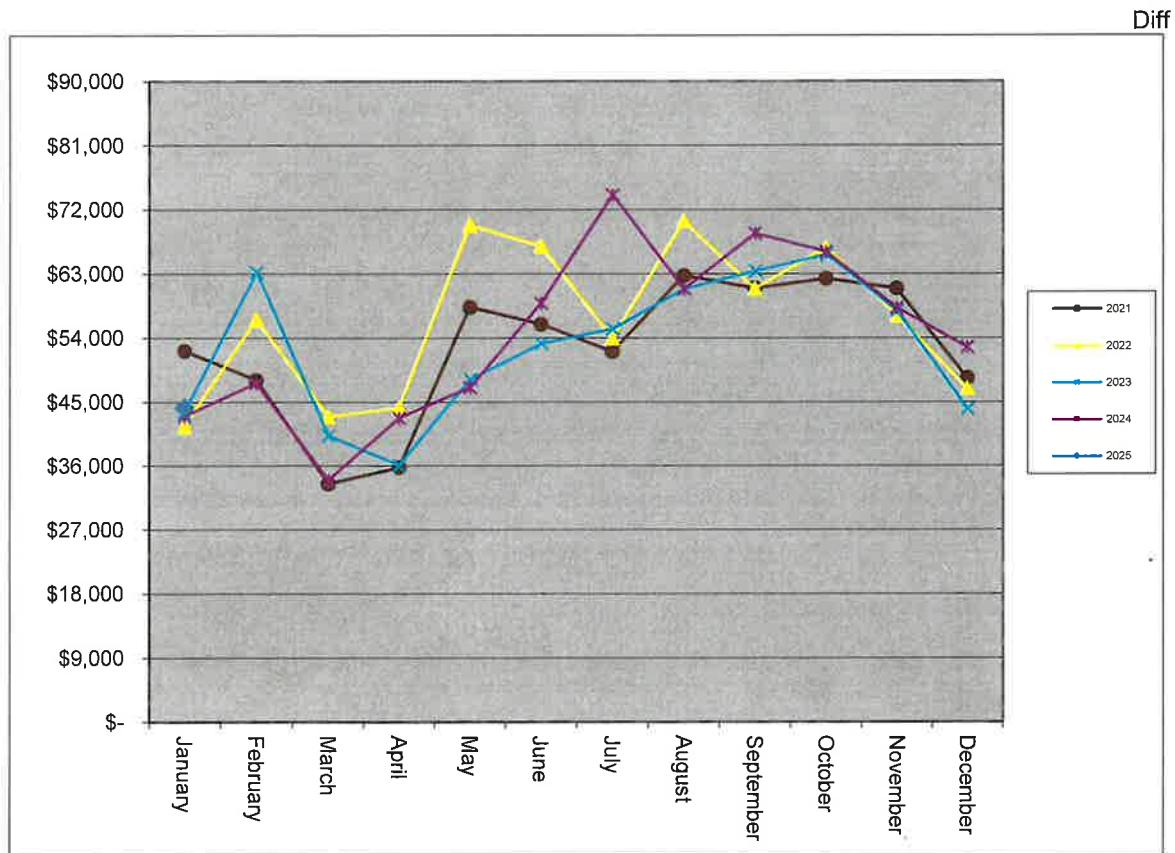
TOWN OF LA CONNER
 Monthly Treasurer's Report
 January 2025

Fund	Fund Name:	Budget	Revenues to Date	% of Budget	Budget	Expenditures to Date	% of Budget
001	General Fund	1,544,149	54,530	4%	1,786,633	120,986	7%
002	Park & Port	257,105	55,264	21%	313,457	43,343	14%
003	Facilities	191,995	13,219	7%	250,184	30,994	12%
004	Public Art	2,560	141	6%	2,600	964	37%
005	Streets	637,828	21,004	3%	702,098	27,048	4%
123	Hotel Motel	161,300	11,620	7%	215,180		0%
214	Fire Hall Bond	52,693	3,575	7%	39,125		0%
304	REET 1	45,900	4,687	10%	24,500		0%
305	REET 2	45,900	4,690	10%	500		0%
401	Water	1,427,314	93,271	7%	1,345,686	84,084	6%
403	Storm Drainage	400,313	28,966	7%	572,646	31,310	5%
409	Sewer	1,088,009	63,315	6%	1,267,344	68,026	5%
412	Sewer Compost	1,257,280	82,194	7%	1,219,132	27,112	2%
TOTALS		7,112,346	436,478	6%	7,739,085	433,868	6%

Town of La Conner

Sales Tax Receipts

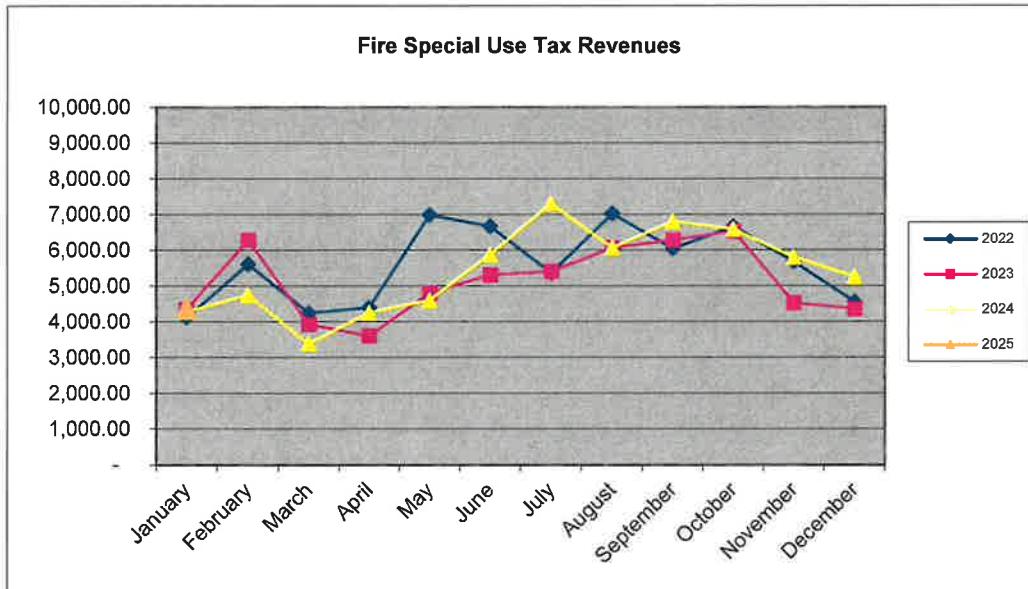
Month	2021	2022	2023	2024	2025
January	52,155.18	41,561.10	43,390.62	42,874.71	44,087.60
February	48,035.77	56,546.93	63,103.16	47,549.13	
March	33,430.43	42,937.78	40,187.49	33,929.53	
April	35,756.91	44,209.82	36,015.58	42,670.99	
May	58,286.79	69,865.79	48,072.92	46,949.42	
June	55,900.26	66,878.23	53,129.86	58,778.05	
July	52,061.10	53,917.06	55,178.70	73,967.99	
August	62,720.18	70,383.49	60,820.03	60,799.96	
September	60,971.61	60,899.83	63,276.38	68,591.27	
October	62,268.96	66,647.98	65,602.87	65,989.67	
November	60,911.19	57,164.48	57,728.51	58,132.76	
December	48,334.16	46,910.27	43,947.09	52,594.83	
TOTAL	630,832.54	677,922.76	630,453.21	652,828.31	44,087.60
Budgeted	328,202.00	492,303.00	609,181.00	609,181.00	618,293.00
Rec Year to Date	630,832.54	677,922.76	630,453.21	652,828.31	44,087.60
Annual Monthly Avg	52,569.38	56,493.56	52,537.77	54,402.36	3,673.97
Amount needed to meet budget:					574,205.40
					7.13%



Town of La Conner
Special Use Fire Tax Revenue

Month	2022	2023	2024	2025	
January	4,108.62	4,333.29	4,280.52	4,373.86	
February	5,609.50	6,278.74	4,738.97		
March	4,237.71	3,923.57	3,382.21		
April	4,396.10	3,593.96	4,254.77		
May	6,984.88	4,796.78	4,593.74		
June	6,661.47	5,297.25	5,869.99		
July	5,364.02	5,393.11	7,301.60		
August	7,019.56	6,063.58	6,070.44		
September	6,041.25	6,284.28	6,798.06		
October	6,659.05	6,524.47	6,589.21		
November	5,673.70	4,516.48	5,798.19		
December	4,555.14	4,344.70	5,252.88		
TOTAL	67,311.00	61,350.21	64,930.58	4,373.86	8.41%
Budgeted	45,501.00	50,000.00	50,000.00	52,000.00	
Received Year to Date	67,311.00	61,350.21	64,930.58	4,373.86	
Monthly Avg	5,609.25	5,112.52	5,410.88	364.49	

Amount needed to meet budget: **47,626.14**
 Diff

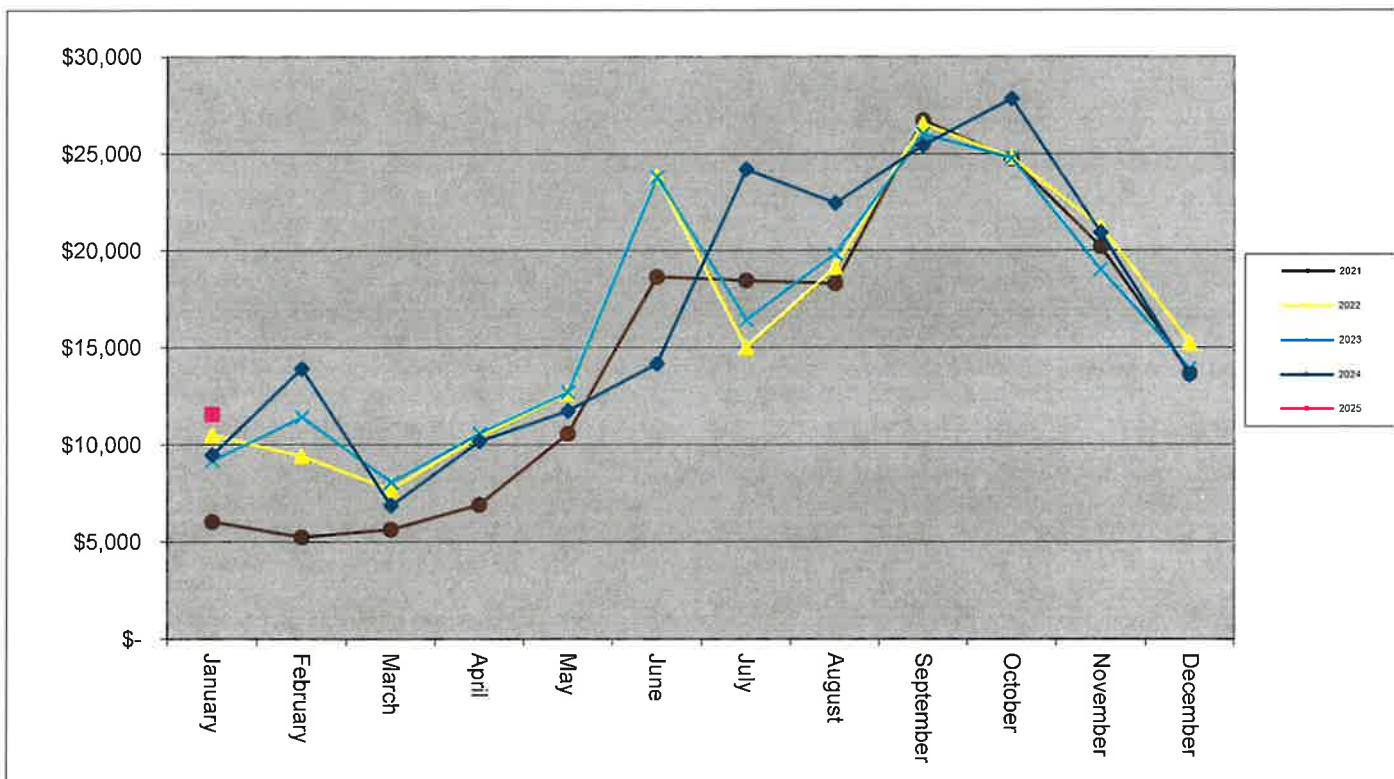


Town of La Conner

Annual Hotel/Motel Receipts

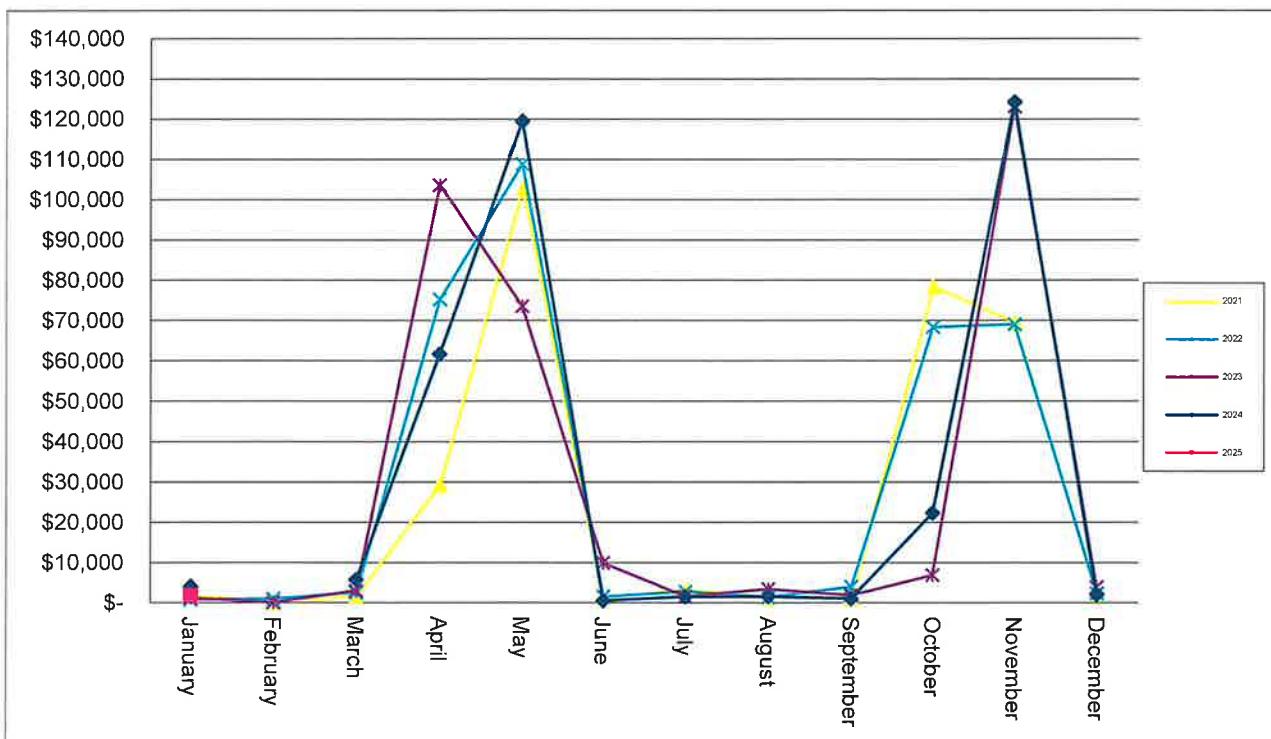
Month	2021	2022	2023	2024	2025
January	6,025.96	10,500.64	9,175.12	9,464.06	11,552.82
February	5,235.46	9,409.26	11,438.50	13,915.32	
March	5,622.06	7,698.52	8,082.72	6,869.22	
April	6,895.04	10,399.52	10,591.94	10,164.74	
May	10,542.90	12,633.28	12,700.56	11,740.32	
June	18,643.56	23,829.20	23,784.50	14,159.23	
July	18,439.86	14,988.76	16,441.86	24,180.12	
August	18,295.26	19,136.57	19,848.46	22,440.16	
September	26,730.28	26,545.62	26,000.70	25,422.40	
October	24,731.96	24,802.90	24,761.98	27,827.62	
November	20,184.16	21,228.28	19,048.44	20,918.58	
December	13,653.56	15,232.24	13,909.48	13,574.70	
TOTAL	175,000.06	196,404.79	195,784.26	200,676.47	11,552.82
Budgeted	88,200.00	88,200.00	133,040.00	133,040.00	160,400.00
Received Year to Date	175,000.06	196,404.79	195,784.26	200,676.47	11,552.82
Monthly Average	14,583.34	16,367.07	16,315.36	16,723.04	962.74
Amount needed to meet budget:					148,847.18

7.20%



Town of La Conner
Annual Property Taxes

Month	2021	2022	2023	2024	2025	
January	1,735.37	679.87	1,020.21	4,001.34	1,900.21	
February	123.80	923.67	-			
March	1,731.98	2,479.49	2,889.62	5,655.39		
April	29,295.28	75,356.27	103,626.12	61,738.45		
May	102,991.26	108,828.88	73,546.50	119,446.31		
June	1,047.57	1,503.75	9,809.06	443.60		
July	3,275.00	2,725.34	1,412.30	1,422.72		
August	1,381.95	1,259.96	3,299.01	1,529.68		
September	1,100.00	3,887.71	1,714.39	945.91		
October	78,553.96	68,521.30	6,801.76	22,305.55		
November	69,666.72	69,178.91	123,150.38	124,237.44		
December	2,154.94	2,392.56	3,747.23	1,957.85		
TOTAL	293,057.83	337,737.71	331,016.58	343,684.24	1,900.21	0.52%
Budgeted	330,004.00	336,312.00	352,971	357,121	365,000	
Received Year to Date	293,057.83	337,737.71	331,016.58	343,684.24	1,900.21	
Monthly Avg	24,421.49	28,144.81	27,584.72	28,640.35	158.35	
Amount needed to meet budget:						363,099.79

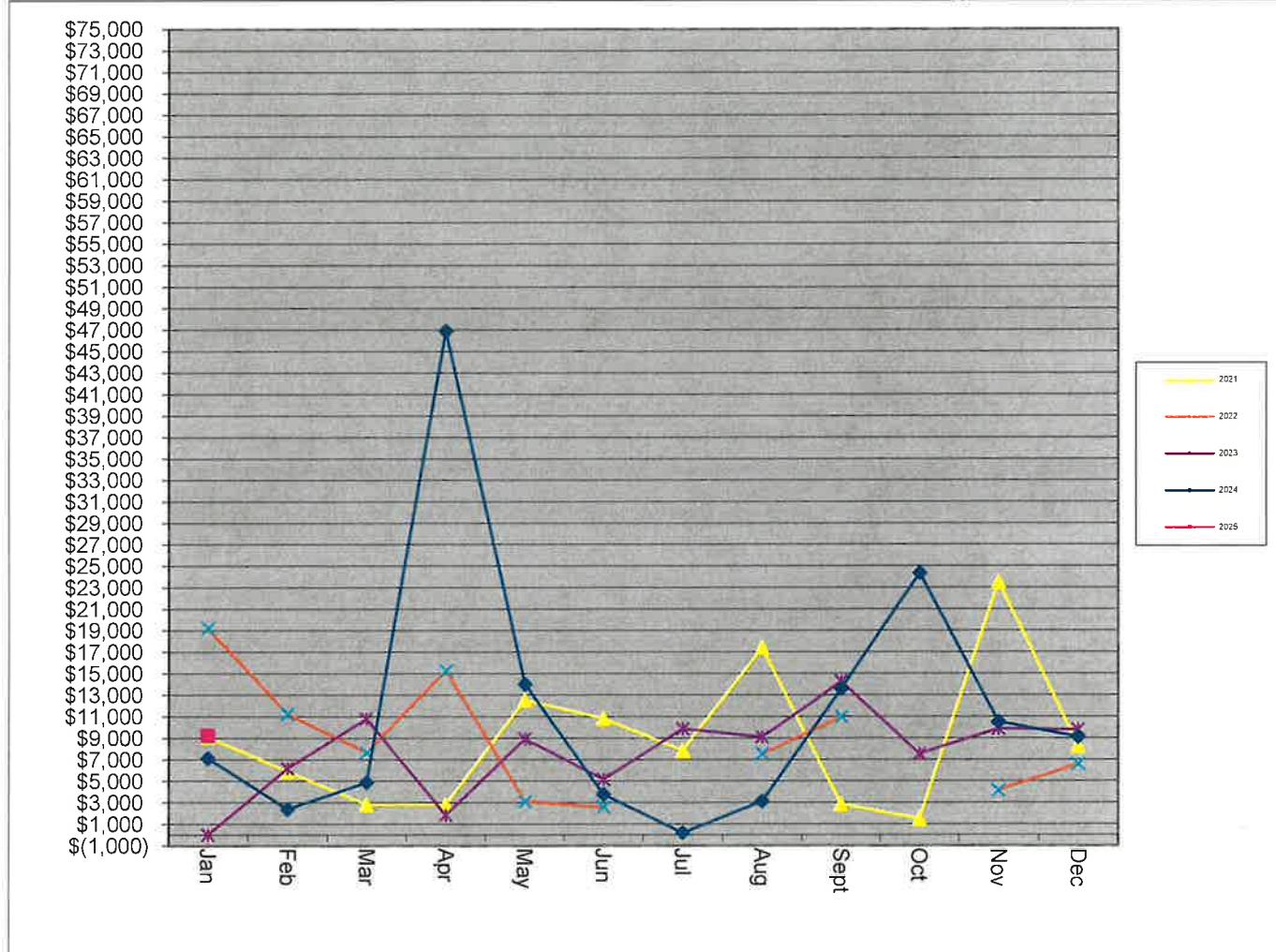


Town of La Conner
Annual REET

Month	2021	2022	2023	2024	2025
Jan	9,078.30	19,230.75	-	7,092.50	9,250.00
Feb	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	2,796.75	15,300.45	1,825.00	46,887.00	
May	12,508.65	3,118.50	8,910.00	14,030.90	
Jun	10,815.74	2,598.75	5,164.50	3,750.00	
Jul	7,825.50		9,874.25	176.50	
Aug	17,362.12	7,548.75	9,070.87	3,105.00	
Sept	2,821.50	10,976.62	14,275.00	13,600.00	
Oct	1,480.05		7,543.80	24,342.50	
Nov	23,472.90	4,149.50	9,875.00	10,500.00	
Dec	8,256.60	6,599.50	9,776.25	9,085.00	
TOTAL	105,075.66	88,459.01	93,314.56	139,819.90	9,250.00

Budgeted	36,000.00	36,000.00	72,000.00	72,000.00	72,000.00
Received Year to Date	105,075.66	88,459.01	93,314.56	139,819.90	9,250.00
Monthly Average	8,756.31	7,371.58	7,776.21	11,651.66	770.83

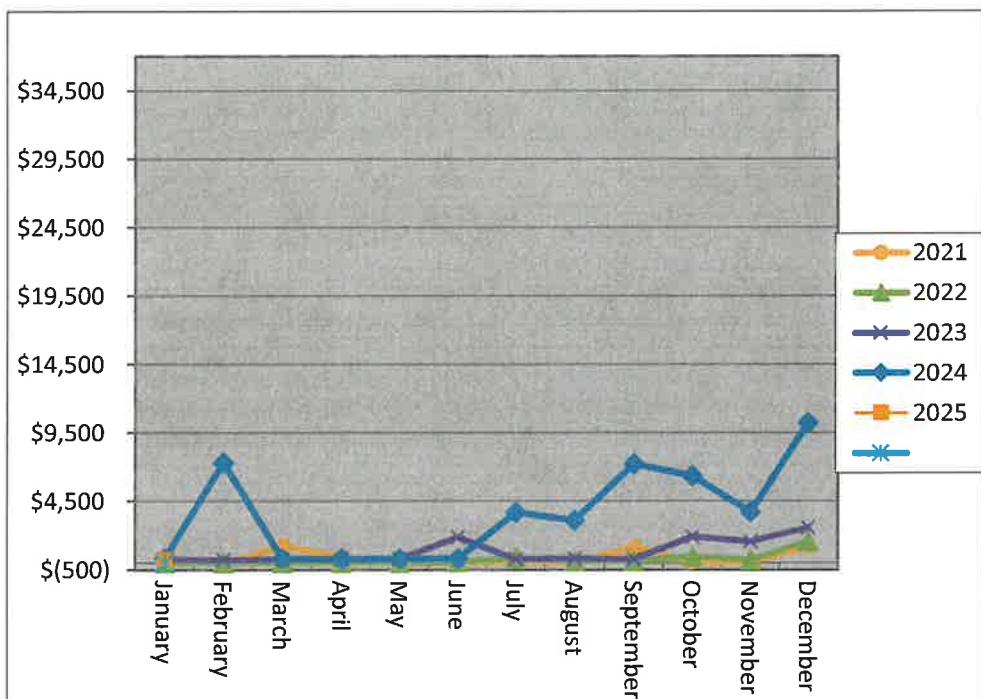
Amount needed to meet budget: 62,750.00



Town of La Conner

Investment Interest Receipts

Month	2021	2022	2023	2024	2025	
January	53.53	4.52	222.14	288.36	249.41	
February	6.04	4.86	211.19	7,298.06		
March	1,256.42	11.21	242.20	290.11		
April	396.24	19.48	243.73	281.56		
May	3.80	35.04	264.29	292.30		
June	3.62	48.70	1,847.72	284.46		
July	141.11	382.44	271.13	3,681.23		
August	3.92	112.03	277.67	3,094.00		
September	1,169.94	123.87	272.22	7,196.78		
October	4.66	446.26	1,881.45	6,307.42		
November	59.37	182.53	1,550.19	3,684.94		
December	1,157.59	1,549.18	2,546.09	10,188.19		
TOTAL	4,256.24	2,920.12	9,830.02	42,887.41	249.41	0.83%
Budgeted	4,465.00	4,581.00	5,079.00	7,645.00	30,169.00	
Received Year to Date	4,256.24	2,920.12	9,830.02	42,887.41	249.41	
Monthly Average	354.69	243.34	819.17	3,573.95	20.78	
Amount needed to meet budget:						29,919.59



Department Reports

Public Works

Department Head Report

January – 2025

Water:

- 2025 Water System Comprehensive Plan Update; long time waiting, SEPA review in process. The contract schedule was 100% draft plan October 2023, 16 months behind schedule.
- Asset Management; Public Works is fully operational with the system and will be making adjustments throughout the year. Weekly team meetings and training will continue
- Water meter reading system; currently preparing a plan to upgrade to cellular that has many positive efficiencies and accounting accuracy.
- Scheduling the water tower inspection, this takes place every three years.
- Annual vehicle and equipment maintenance.

Drainage:

- High pressure systems for most of January kept the threat of tidal flooding very minimal. The first week of March is the last of the concerning high tides.
- Currently requesting quotes to replace the control panel for 6th St storm pumps.
- Ongoing wet weather drainage maintenance, ensuring the catch basins are clear of debris.

Streets:

- Planning Washington Ave parking improvements by the post office.
- Ongoing pothole repairs due to wet weather.
- Disassembled the Christmas tree and pole lighting.
- TIB grant; Washington and Road St. pedestrian improvement project, currently advertisement for bids, bid open is scheduled for February 18th with bid recommendation February 25th.

Park and Port:

- Maple Field fence installed.
- Requested quotes for this year's grounds maintenance contract.
- Tide Gauge; is logging critical data during the current high tides and storms. The remote access is a very helpful tool for public works to monitor high tides after hours.
- Ivy removal. The last work party is scheduled for February 8th. Thank you again Steve!

Facilities:

- Garden Club Artisan Fence project. The donor is extremely unhappy with the installation requirements and may not proceed. I do recommend project termination.
- Maple Hall floor water damage, I have obtained quotes for the repairs but, waiting on the insurance adjuster.

Other:

- Zippy Fiber project.
- Scheduling 2025 Public Works projects.
- Projects; 516 Maple, 102 N 1st St, 613 Whatcom BP, La Conner Maritime utility extension DE. 733 Maple ADU, 212 State St, SP, 213 Calhoun remodel, 931 Maple Improvements, 306 Center project, 303 Center Garage, BYK Snapdragon 511, 514,519 BP's.

Brian Lease,

Public Works Director, Town of La Conner



La Conner Wastewater Plant

Board of Commissioners

Monthly Report of District Management & Operation

Month: January 2025

Operators: Monte, Curtis, Chase and Kamryn

WWTP:

Met all N.P.D.E.S permit requirements

System Maintenance:

1/2/25, 1/17/25, 1/30/25 – Cleaned U.V lights

1/7/25, 1/22/25 – Geased rotor block bearing on basin #2

1/22/25 - Greased belt press bearing

1/22/25 - Greased worm drive and oiled chain on clarifier #1 and #2

1/23/25 - Exercised valves on influent pump #1

1/23/25 - Greased blowers #2 and #3

1/23/25 - Inspected effluent flow meter and flume

1/23/25 – Greased exhaust wet well fan bearings

1/27/25 – Exercised valves on influent pump #2

Call outs/Emergencies

1/31/25 – Had power outage, Tanner came in and checked all VFD's, lift station and reset alarms.

Wastewater Plant Monitoring Report Summary:

	Current Influent	Last Month Influent	% Diff
Avg. Daily Flow	29,161.29		
Total Flow	9,040,000	11,300,000	20%
Max Daily Flow	357,000		

Locates: 3

Communications:

None

Significant Expenditures:

None

Ongoing Problems:

- Ras pump #2 has water in oil, emailed quote to Kevin Wynn waiting to hear back. Potentially still under warranty. They replaced this a year ago and is already showing signs of water in oil.
- Still waiting for parts on the wasting pump that has been down for quite some time. Curtis said they are waiting on parts still.

Fire Chief / Code Enforcement Report

Jan-25

Alarms:	27 Emergency Calls	Ave # Responders:	3.3
300 Med	21	700 False Alarm	1
100 Fire	3	500 Service	2

Calendar:
1-Jan Business
8-Jan Hose Deployment
15-Jan SCBA
22-Jan Rit Pack/ Bottle refill
29-Jan Knots

Events: New year
Flood Watch
Chili Chowder Feed

Enforcement Notes: Constuction Visists
Parking issues
Car in park

Aaron Reinstra
Fire Chief/Code enforcement
Town of La Conner



Incide ▾

Find address or place



Info Summary



Incidents in Current View

23

Crimes Against Person	3
Drug/Alcohol	1
Motor Vehicle Incidents	3
Other Incidents	15
Property Crimes	1



-122.486 48.393 Degrees

National Geospatial, E

1000ft



Sheriff's Report

TimeDate	CaseNumber	NatureDesc	Category
1/2/2025, 4:19 AM	25-00036	Agency Assistance	Other Incidents
1/2/2025, 9:00 PM	25-00070	Removal Of Person	Crimes Against Person
1/7/2025, 10:26 AM	25-00256	Suspicious Circumstances	Other Incidents
1/8/2025, 3:49 PM	25-00303	Traffic Enforcement	Motor Vehicle Incidents
1/14/2025, 8:05 PM	25-00519	Traffic Enforcement	Motor Vehicle Incidents
1/15/2025, 12:33 PM	25-00540	Recovered Stolen Vehicle	Property Crimes
1/16/2025, 4:45 PM	25-00589	Alarm	Other Incidents
1/17/2025, 2:51 PM	25-00625	Juvenile Problem	Other Incidents
1/18/2025, 9:00 AM	25-00646	Animal Problem	Other Incidents
1/18/2025, 2:00 PM	25-00655	Agency Assistance	Other Incidents
1/18/2025, 3:43 PM	25-00663	Suspicious Circumstances	Other Incidents
1/19/2025, 10:07 AM	25-00688	Abandoned Vehicle	Motor Vehicle Incidents
1/20/2025, 2:30 AM	25-00723	Removal Of Person	Crimes Against Person
1/21/2025, 2:55 PM	25-00778	Violation Of Court Order	Crimes Against Person
1/24/2025, 8:21 AM	25-00887	Suspicious Circumstances	Other Incidents
1/24/2025, 3:26 PM	25-00902	Agency Assistance	Other Incidents
1/25/2025, 8:46 AM	25-00933	Juvenile Problem	Other Incidents
1/25/2025, 2:55 PM	25-00946	Juvenile Problem	Other Incidents
1/25/2025, 5:05 PM	25-00948	Welfare Check	Other Incidents
1/28/2025, 1:48 PM	25-01055	Welfare Check	Other Incidents
1/29/2025, 12:14 PM	25-01099	Controlled Substance Problem	Drug/Alcohol
1/31/2025, 8:58 PM	25-01205	Alarm	Other Incidents
1/2/2025, 4:29 AM	25-B00021	Agency Assistance	Other Incidents

TIME IN TOWN 137 HOURS

TIME IN ZONE 691 HOURS

Unfinished Business

- 1) Center Street Project – Discussion**
- 2) Resolution No. 623 – Maple Hall Bid Waiver**
- 3) Resolution – Acknowledgement of Park Volunteers**
- 4) First Street Parade Parking**

**Resolution No. 623
Maple Hall Bid Waiver**

Town of La Conner



Resolution No. 653

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LA CONNER, WASHINGTON, declaring an emergency and waiving competitive bidding requirements for the repair of floor coverings in Maple Hall damaged by flooding.

WHEREAS, RCW 39.04.280 provides that the Town, by resolution, may waive competitive bidding requirements for public works in the event of an emergency. For purposes of RCW 39. 04. 280, an " emergency" is any unforeseen circumstance beyond the control of the municipality that either (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken; and

WHEREAS, on Friday, June 23, 2023 a leak was discovered in the Town's southerly 36" water transmission line in the vicinity of Telegraph Slough. The pipeline was shut down and transmission was routed through the secondary transmission line; and

WHEREAS, the pipeline is one of two redundant pipelines that supply potable water to approximately 56,000 residential, commercial and industrial customers; and

WHEREAS, an emergency repair is needed to quickly place the transmission pipeline back in service to be able to serve potable water at full production capacity; and

WHEREAS, the failure of the transmission pipeline causes a state of imminent potential for total failure resulting in the inability to provide potable water which could cause property damage and become a high risk to human health and life; and

WHEREAS, repair of the 36" water transmission line is " public work" as defined by RCW 39. 04. 010(4); and

WHEREAS, the Town has issued emergency contract # 23- 196- WTR- 001 to Welch Brother Construction to assess and perform the repairs of the 36" water transmission line on an initial time and materials basis not-to- exceed\$ 250, 000. 00.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of La Conner, Washington as follows:

Section 1. The Town Council of the Town of La Conner, Washington finds that the

facts set forth in the recitals of this resolution constitutes an emergency under RCW 39.04. 280.

Section 2. The Town Council of the Town of La Conner, Washington hereby waives the bidding requirements and authorizes staff to contract without solicitation of bids for the public work project titled Maple Hall Floor Repair , and to take such actions as necessary to carry out the intent and direction of this Resolution.

Adopted by vote of the La Conner Town Council this 28th day of January, 2025.

Mayor Marna Hanneman

Attest:

Approved as to form:

Maria De Goede, Finance Director

Scott Thomas, Town Attorney

Resolution
Acknowledgement of Park Volunteers

Town of La Conner



RESOLUTION NO. ____

A RESOLUTION EXPRESSING APPRECIATION FOR STEVE PHILLIPS AND PARKS VOLUNTEERS

Whereas, English Ivy is an invasive plant that outcompetes native plants and inhibits regeneration of understory plants, and kills understory and overstory trees by shading them out. English Ivy has been identified as a noxious weed by the Washington State Noxious Weed Control Board; and

Whereas, English Ivy is best controlled by pulling it out by hand, avoiding the use of toxic herbicides, especially in a park setting; and

Whereas, English Ivy has gained a foothold in Pioneer Park, and Town staffing levels do not allow the Town to eradicate this noxious weed so as to prevent it from spreading to new areas, or rehabilitate the areas of Pioneer Park where it has become established; and

Whereas, Steve Phillips noticed the spread of English Ivey, and took action by organizing a group of volunteers to meet throughout the fall and winter, to remove the Ivy from Pioneer Park; and

Whereas, the volunteers, led By Mr. Phillips, have met several times to donate time and perform difficult and challenging labor in an effort to help eradicate English Ivy from Pioneer Park;

NOW THEREFORE, BE IT RESOLVED,

That the Town Council of the Town of La Conner does hereby express the La Conner community's appreciation to Steve Phillips and the volunteers working tirelessly to remove English Ivy from Pioneer Park.

Approved by vote of the La Conner Town Council this _____ day of February, 2025.

Marna Hanneman, Mayor

ATTEST:

Maria DeGoede, Town Clerk

Resolution No. _____

First Street Parade Parking



Town of La Conner

Date: February 6, 2025
To: Mayor and Town Council
From: Scott G. Thomas, Town Attorney
Subject: Automobile Impounds

At the January 28, 2025 town council meeting, the council discussed automobile impounds in the context of clearing First Street before the Tulip and 4th of July parades. At the end of the discussion, Council asked for additional information on how an ordinance limiting parking on the street prior to and during a parade would be enforced. This memo will address the subject of "Public Impounds," which is the removal of a vehicle from public property such as a street. "Private Impounds," which is the removal of a vehicle from private property must follow different procedures.

Public Impounds are not uncommon in Washington, but they are subject to significant controls. The impound of a vehicle is a seizure under the fourth amendment¹, and must be reasonable.² Reasonableness of an impoundment is determined by the facts of each particular case.³ Police officers are to exercise discretion when impounding a vehicle which involves sound judgment based upon the particular facts and circumstances confronting the officer.⁴ There are three circumstances that justify an impound of a vehicle: 1) as evidence of a crime, 2) as part of the police community caretaking function, and 3) as part of the police function of enforcing traffic regulations, if the driver has committed a traffic offense for which the legislature has authorized impoundment.⁵ But even if one of these reasons exists, an officer may impound a vehicle only if there are no reasonable alternatives (although the officer "does not have to exhaust all possible alternatives.")⁶

Impounds may be ordered by a law enforcement officer, or other public official with jurisdiction.⁷ Thus, the town may provide the code enforcement officer with the authority to impound vehicles. However, the town may not rely on the Skagit County

¹ *State v. Reynoso*, 41 Wn.App. 113, 116 (1985).

² *State v. White*, 97 Wn.2d 92, 109-10 (1982).

³ *State v. Greenway*, 15 Wn.App. 216, 219 (1976).

⁴ *Reynoso* at 119.

⁵ *State v. Simpson*, 95 Wn.2d 170, 189 (1980)

⁶ *State v. Tyler*, 177 Wash.2d 690, 700-01, 302 P.3d 165 (2013).

⁷ RCW 46.55.080(1).

Sheriff's Department to impound vehicles pursuant to a town ordinance; the town's agreement with the Sheriff's office does not extend to impoundment pursuant to town ordinances. Therefore, it would be up to town staff to order impounds.

The owner of a vehicle, or the owner of personal property within a vehicle that was impounded, may challenge the impound.⁸ If the court determines that the impound was improper, then towing and storage fees will be ordered by the court to be paid by the person or agency authorizing the impound.⁹

⁸ RCW 46.55.120.

⁹ RCW 46.55.120(e).

New Business

- 1) Bid Recommendation & Agreement – Simply Yards**
- 2) Resolution – Appointment to the EMC (Carlisle)**
- 3) Resolution – Adoption of Social Media Policy**
- 4) Invitation to Bid – Surplus of a 1994 Chevrolet Pickup**

**Bid Recommendation &
Agreement – Simply Yards**

January 5, 2025

Council – Town of La Conner

Subject: Recommendation for Bid Award and authorize the mayor to sign contract for Grounds Maintenance, Simply Yards Landscape and Design.

Five Bid Requests;

- Simply Yards \$28,063.00 + tax. (monthly \$4,009.00 plus tax)
- Augusta Lawn Care \$49,700.00 + tax. (monthly \$7,100.00 plus tax)
- Proscapes, No Bid.
- Grassroots, No Bid.
- Pacific Style Landscapes, No Bid.

I recommend Bid Award and authorize the mayor to sign contract with Simply Yards Landscape and Design, in the amount of \$28,063.00. + tax.

Sincerely,

Brian Lease
Public Works Director
Town of La conner



Town of La Conner Services Agreement

THIS AGREEMENT is entered into by and between the Town of La Conner, a Washington municipal corporation, hereinafter referred to as the "Town", and **Simply Yards Landscape and Design** a Washington company, hereinafter referred to as the "Contractor".

The Town and Contractor mutually agree as follows:

I. Scope and Schedule of Work.

- A.** The Contractor agrees to perform those services described in Exhibit "A," and Exhibit "B" attached hereto and incorporated herein.
- B.** All obligations and services of the Contractor undertaken pursuant to this Agreement shall be performed diligently and completely in accordance with professional standards of conduct and performance.
- C.** The Contractor shall comply with all applicable provisions of Washington State's Prevailing Wage law, Chapter 39.12 RCW.

II. Compensation and Payment.

- A.** The Town shall pay the Contractor the sum of **\$28,063.00 plus tax, (\$4,009.00 per month) (March 3, 2025 – September 31, 2025)** for the services performed under this Contract. Such payment shall be the total compensation for all work performed under this Agreement, including but not limited to all labor, reimbursable expenses, and equipment expenses.
- B.** The Contractor shall be eligible for payment on a monthly basis, in an amount proportionate to the total compensation to be paid under this agreement. The Contractor shall submit an original written invoice with necessary and appropriate documentation, for work completed during the previous month.

- C.** Payment shall be made through the Town's ordinary payment process and shall be considered timely if made within 30 days of receipt of a properly completed invoice.
- D.** All payments shall be subject to adjustment for any amounts determined upon audit to have been improperly invoiced.
- E.** In the event the Contractor fails to pay any taxes, assessments, penalties, or fees imposed by any governmental body, including a court of law, then the Contractor authorizes the Town to deduct and withhold, or pay over to the appropriate governmental body, those unpaid amounts upon demand by the governmental body. Any such payments shall be deducted from the Contractor's total compensation.

III. Termination of Agreement.

- A.** The Town may terminate this Agreement at any time, with or without cause, by giving thirty (30) days' notice to the CONTRACTOR in writing.
- B.** Neither party shall be considered to be in default in the performance of this Agreement to the extent that performance is prevented or delayed by any cause which is beyond the reasonable control of the affected party.

IV. Contract Administration and Management.

- A.** The Public Works Director for the TOWN shall have primary responsibility for administering and approving services to be performed by the CONTRACTOR and shall coordinate all communications between the CONTRACTOR and the TOWN.
- B.** Any and all notices affecting, or relative to, this Agreement shall be effective if in writing and delivered or mailed, postage prepaid, to the respective party being notified at the address listed with the signature of this Agreement.
- D.** The CONTRACTOR shall comply with all applicable federal, state, and local laws, ordinances, rules, and regulations.

V. Independent Contractor Status.

- A.** The CONTRACTOR is and shall be, at all times during the term of this Agreement, an independent contractor and not an employee of the TOWN.

- B.** The CONTRACTOR acknowledges that it is responsible for the payment of all charges and taxes applicable to the services performed under this Agreement, and the CONTRACTOR agrees to comply with all applicable laws regarding the reporting of income, maintenance of insurance and records, and all other requirements and obligations imposed as a result of the CONTRACTOR'S status as an independent contractor. If the TOWN is assessed, liable, or responsible in any manner for those charges or taxes, the CONTRACTOR agrees to hold the TOWN harmless from those costs, including attorney's fees.
- C.** The CONTRACTOR, at its sole expense, shall obtain and keep in force any and all necessary licenses and permits.

VI. Indemnification and Insurance.

- A.** The CONTRACTOR shall indemnify, defend, and hold harmless the TOWN, its officials, officers, agents, employees, and volunteers from any and all claims, demands, damages, lawsuits, liabilities, losses, liens, and expenses and costs arising out of the subject matter of this Agreement; provided that this provision shall not apply to the extent that damage or injury results from the fault of the TOWN or its officers, agents, or employees. The term "fault" as used herein shall have the same meaning as set forth in RCW 4.22.015, as that statute may hereinafter be amended.
- B.** The CONTRACTOR specifically assumes potential liability for actions brought by the CONTRACTOR'S own employees against the TOWN and, solely for the purpose of this indemnification and defense, the CONTRACTOR specifically waives any immunity under the State Industrial Insurance Law, RCW 51. THE CONTRACTOR RECOGNIZES THAT THIS WAIVER WAS SPECIFICALLY ENTERED INTO PURSUANT TO THE PROVISIONS OF RCW 4.24.115 AND WAS THE SUBJECT OF MUTUAL NEGOTIATION.
- C.** These indemnifications shall survive the termination of this Agreement.
- D. Contractor shall maintain and keep in force the following insurance policies during the term of this Agreement:**
 - 1. Commercial General Liability** Insurance, written on ISO occurrence form CG00 01, which shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The TOWN shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the TOWN.

2. **Auto Liability** covering all owned, non-owned, hired and leased vehicles. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 3. **Workers' Compensation** coverage as required by the Industrial Insurance laws of the State of Washington.
- E.** A waiver or failure by either party to enforce any provision of this Agreement shall not be construed as a continuing waiver of such provisions, nor shall the same constitute a waiver of any other provision of this Agreement.

VII. Conflict of Interest.

No officer, employee, or agent of the TOWN, nor any member of the immediate family of any such officer, employee, or agent, shall have any personal financial interest, direct or indirect, in this Agreement. The CONTRACTOR shall comply with all federal and state conflict of interest laws, statutes, and regulations. The CONTRACTOR further covenants that, in performance of this Agreement, no person having any such interest shall be employed.

VIII. Interpretation and Venue.

- A.** Washington law shall govern the interpretation of this Agreement. Skagit County shall be the venue of any arbitration or lawsuit arising out of this Agreement.
- B.** If one or more of the clauses of this Agreement is found to be unenforceable, illegal, or contrary to public policy, the Agreement will remain in full force and effect except for the clauses that are unenforceable, illegal, or contrary to public policy.
- C.** This Agreement constitutes the complete and final agreement of the parties and replaces and supersedes all oral and/or written proposals and agreements heretofore made on the subject matter and may be modified only by a writing signed by both parties.

IX. Changes to Agreement. The TOWN may, from time to time, require changes in the scope of the service to be performed hereunder. Such changes, including increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by the Town and the Contractor, shall be incorporated in written amendment to this agreement.

X. Notices: Any notices required to be given by the TOWN to the Contractor or by the Contractor to the TOWN shall be in writing and delivered to the parties at the following addresses:

Town Administrator
Town of La Conner
P.O. Box 400
La Conner, WA 98257

Contractor information;

IN WITNESS WHEREOF the Town and the Contractor have caused this Agreement to be executed on the dates written below.

APPROVED BY TOWN COUNCIL Month-Day-Year. ____/____/____

TOWN OF LA CONNER

Contractor

By: Mayor Marna Hanneman

By:

Date: _____

Date: _____

APPROVED AS TO FORM:

2025

Exhibit A

Landscape Maintenance sites and specifications for weekly mowing

*Please provide quote for per month of work

1. **Skate Park:** North end of Sixth St. Mowing from benches to outhouse and around slabs. **\$396**
2. **Morris St. restrooms:** 304 Morris St. Lawn and walkway. **\$132**
3. **La Conner Inn off Second St:** 205 Washington St. 2 small lawns **\$96**
4. **Washington St and Second St:** small lawns on both sides of the street **\$176**
5. **Benton St stairs.** Benton St and Second St. Small sloped lawn. **\$132**
6. **Douglas St. Park:** Corner of Douglas St and Fourth St. Lawn and around slab. **\$132**
7. **Douglas St. Guardrail:** Sout end of third street between Town Hall and Douglas St Park **\$96**
8. **Town Hall:** 201 Douglas St. Mowing and trimming trees/shrubs. **\$96**
9. **Maple Hall:** 104 Commercial St. Mowing small strip and along waterfront. **\$132**
10. **John Hammer Park:** Corner of Moore St and S Third St. Lawn and hill side. **\$430**
11. **Public Parking Walkway:** Between gravel parking lot and Fourth St. Lawn, sidewalk, and fence
\$187
12. **Waterfront Park:** 1218 Conner Way. Both sides of street. Lawn, around fences, structures, and slabs. **\$528**
13. **South Park St:** East shoulder between street and fence **\$176**
14. **Maple Ave. Park:** 301 Maple Ave. Lawn and around fence **\$396**

(Weekly Mowing Per Month **\$3,105 plus tax**)

Weekly Mowing Per Month **\$3,105**

Bi-Weekly Flower Beds Per Month	\$904
Monthly Total	\$4,009 plus tax

2025

Exhibit B

EVERY OTHER WEEK FLOWER BED MAINTENANCE.

***Please provide quote for per month of work**

1. **Round About at Morris and La Conner Whitney Rd.** This will include weeding and trimming all plants as needed as well as remove all debris and blow off area. \$264
2. **Bulb outs at: Sixth St. and Morris St., Third St. and Morris St., Second St. and Morris St., First St. & Morris St.** This will include weeding trimming all plants as needed remove all debris and blow off area. \$132
3. **Morris St Restrooms:** Flower beds and Hedge between public restroom and property of 220 Morris St. Keep stairs and trail behind restroom clear. This will include weeding and trimming all plants as needed, including the removal of all debris. \$72
4. **Peace Park:** Flower bed and keep back wall black berries down. This will include weeding and trimming all plants as needed as well as remove all debris and blow off area. \$72
5. **Benton St stairs:** This will include weeding and trimming all plants as needed as well as remove all debris and blow off area. \$88
6. **Maple Hall:** 104 Commercial St. This will include all flower beds on the Commercial St side, west facing side, and east facing side. Trim all plants and weeding. \$72
7. **Town Hall:** 204 Douglas St. All flower beds around the building. Trimming all plants and weeding. \$72
8. **Bulb outs at:** Whatcom St and Washinton St. Include weeding, trimming, and removal of debris at both bulb outs on the corner. \$132

(Bi-Weekly Weeding Per Month \$904 plus tax)

**Resolution
Appointment to the EMC - Carlisle**

Town of La Conner



RESOLUTION NO. _____

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

WHEREAS, Section 2.225.010 of the La Conner Municipal Code authorizes the mayor to appoint members of the La Conner community to serve on the La Conner Emergency Management Commission, with appointments to be confirmed by the town council, and

WHEREAS, the Mayor has appointed J. Michael Carlisle to Position 1 of the Emergency Management Commission for a term that expires on March 14, 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 Mike Carlisle to the La Conner Emergency Management Commission for the term as set forth above.

Approved by vote of the La Conner Town Council this _____ day of February, 2025.

By _____
Mayor Marna Hanneman

Attest:

Maria DeGoede, Town Clerk

Approved as to form:

Scott Thomas, Town Attorney

Resolution
Adoption of Social Media Policy

Town of La Conner



Resolution No.

A Resolution of the Town of La Conner Adopting Social Media Policies

WHEREAS, the Town of La Conner desires to utilize its social media sites as online information sources focusing on town issues, projects, news, and events; and

WHEREAS, the town desires its social media sites to help convey its mission, vision, and values to the public; and

WHEREAS, it is necessary to have clear policies and procedures in place to avoid the legal and ethical pitfalls that can arise from unintentional or deliberate misuse of social media; and

WHEREAS, guidelines and rules are necessary to comply with the town's obligations under the law, including but not limited to anti-discrimination, disclosure, and records retention laws; and

WHEREAS, heightened and sometimes counterintuitive rules regarding social media use are necessary for public employees and officials, and the town's existing social media policy and its personnel policy related to social media use either do not apply or are too limited in scope or out of date to provide meaningful guidance;

**NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF LA CONNER,
WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:**

Section I. Adoption. The external social media policy and internal policies attached hereto as "Exhibit A" regarding social media use and incorporated by this reference are adopted. These policies may be amended administratively to allow for changes to relevant law or updates in technology, to correct scrivener's errors, or to make other non-substantive corrections to processes.

APPROVED by the La Conner Town Council this 11th day of February, 2025.

Mayor Marna Hanneman

Attest:

Approved as to form:

Maria De Goede, Finance Director

Scott Thomas, Town Attorney

Resolution No. _____

"EXHIBIT A"

TOWN SOCIAL MEDIA POLICY

A. PURPOSE OF TOWN SOCIAL MEDIA POLICY

The Town of La Conner's social media sites serve as online information sources focused on town issues, projects, news, and events and on sharing the town's mission, vision, and values with the public.

The town reserves the right to change, modify, or amend all or part of this policy at any time. The town Administrator has the authority to administratively amend or modify this policy as deemed necessary or appropriate, without notice.

B. NO OPEN PUBLIC FORUM; IMPROPER USES

The following understandings are fundamental to the town's Social Media Policies:

- No Town social media site is intended to be a public forum.
- No Town social media site is an allowed mechanism for the public or any entity to report crimes, hazards, or other repairs, submit records requests, make formal complaints or claims against the Town of La Conner, or serve legal notice or process.
- The Town of La Conner assumes no liability for any inaccuracies a Town social media site may contain and does not guarantee that its sites will be error-free, permanent, or uninterrupted.

C. DEFINITIONS

1. "Social media" means content posted on internet platforms by individuals, businesses, or agencies. Examples of social media platforms include, but are not limited to, Facebook, YouTube, LinkedIn, Instagram, and Pinterest.
2. "Town social media sites" are social media sites established and maintained by the Town of La Conner, where the Town has control over the content posted on the site except for advertisements or hyperlinks placed by the platform's owners, vendors, or partners. The Town of La Conner's official websites are not considered social media sites.
3. "Town staff" or "Town employee" means all employees of the Town of La Conner, including temporary and seasonal, and those volunteers, contractors, and vendors who use Town communications or equipment.
4. "Town officials" are the elected or appointed members of any council or committee of the Town of La Conner.
5. "Post" or "posting" means information, articles, pictures, videos, or any other form of communication placed on a town social media site by designated town staff.
6. "Content" means the text, images, or audiovisual material contained in a post or comment.

7. "Disallowed content" describes content that has no relevance to Town operations or interests.
8. "Comment" means any content or link to content that is placed in response to a town post subsequent to its posting, usually by someone other than the original poster.
9. "Moderate" and "monitor" refer to actions taken to ensure that posts do not contain disallowed content.

D. ADMINISTRATION BY TOWN

1. Town social media sites are non-public forums administered by designated town staff. Comments shall not be allowed by any person other than designated town staff.
2. The town is not responsible for and cannot prevent placement of links or advertisements on town social media sites by the platform's owners, vendors, or partners. The appearance of such ads and links on Town social media sites does not imply the town's endorsement or approval of any product, person, or service. The Town of La Conner does not receive any revenue from any of these advertisement links.
3. The town is not responsible for the moderation activities of the social media platform itself.
4. The Town of La Conner reserves the right to terminate any town social media site without notice.
5. Town social media sites cannot be used to serve legal notice upon the town.
6. Town social media sites cannot be used to notify the town of a hazard, crime, claim, or complaint.
7. Town social media sites cannot be used to submit a public records request.
8. Any content placed on a town social media site is subject to public disclosure.

E. COPYRIGHT AND COMMERCIAL USE; NON-OFFICIAL USE OF TOWN IDENTIFICATION

The town retains the exclusive copyright to all content created by town staff or town official and posted to a town social media site, and has the sole right to produce or reproduce the content.

Any person reproducing or redistributing a third-party copyright on a town social media site must adhere to the terms and conditions of the third-party copyright holder. The town will take care to respect artists and other content creators and obtain explicit permission for use or only post content that is available under a creative commons license. If a copyright holder notifies the Town of La Conner that the town did not use an appropriate credit line, the Town Administrator will request detailed information about the circumstances so that the information can be added or the material in question removed.

The use by any commercial entity of the town's logos, photos, or any portion of a post appearing on a town social media site is prohibited without the town's express prior written permission. Use of the town logo is prohibited for any non-governmental purpose.

Use by businesses or individuals of town logos or other official town-identifying information in a manner that appears to impersonate or speak for the town or a particular department, or which could confuse the public about the origin of the information, is prohibited.

F. PUBLIC DISCLOSURE OF TOWN SOCIAL MEDIA SITE RECORDS

Content appearing on town social media sites are subject to the Washington State Public Records Act, Chapter 42.56 RCW and may be disclosed to the public upon request.

G. POSTING AND COMMENT POLICY

This section contains rules for town staff regarding posting and commenting on town social media sites. These rules may be amended or supplemented to keep pace with changes in technology, the law, and a platform's terms of use.

1. All posts on town social media sites will be made by designated town staff, with appropriate authorization, and the town is responsible for the posts' content. The town may post content obtained from a third party as well as the town's own created content.
2. Comments to Town social media posts are disallowed.
3. The following content is not allowed:
 - a. Profane language or content;
 - b. Sexual content or links to sexual content
 - c. Content that promotes, fosters, or perpetuates discrimination or harassment on the basis of race, creed, color, age, religion, sex, marital status, national origin, disability, sexual orientation and gender identity, medical condition, veteran or military status, or any other protected class status;
 - d. Comments in support of or opposition to political campaigns or ballot measures;
 - e. Promotions of commercial services, entities, or products;
 - f. Content that discusses, encourages, or constitutes illegal activity, including threats and harassment;
 - g. Information that may tend to compromise the safety or security of the public or public systems;
 - h. Content that violates a legal ownership interest of any party, such as infringement of copyright or trademark dilution.
4. Town staff representing the town, on town social media sites, must conduct themselves at all times as professional representatives of the town and in accordance with all town policies.
5. Town staff posting on any town social media site or commenting on a town social media site must review, be familiar with, and comply with the town's Social Media Policies, and the platform's terms of use.

6. Town staff posting content on a town social media site may not express their personal views or concerns through such content: the posts must reflect the views of the town.

**Invitation to Bid
Surplus of a 1994 Chevrolet Pickup**

INVITATION TO BID



Being offered to the general public: ASSET # 100066

1994 Chevrolet pickup HD 3500 manual transmission, 12' dump box.

VIN #1GBKC34N2RJ112804

MILES 71,938

This vehicle is being surplused by the Town of La Conner, through a sealed bid process. This vehicle is being sold with no warranties or guarantees. Test drives of this vehicle will not be available at any time, prior to the sale. This vehicle will be available for public viewing on February 19-21 2025, the hours of 8:00 am to 3:00pm at the La Conner Public Works, located at 604 North 3rd Street La Conner WA 98257.

Minimum set bid: \$2,500.00 Bid open February 26, 2025 at 10:00 AM

Bids will be received by the Town Finance Director at the La Conner Town Hall 204 Douglas Street, La Conner, WA 98257 or mailed directly to the Town of La Conner Attention Maria DeGoede, Finance Director, Post Office Box 400 La Conner, WA 98257, until February 26, 2025 at 10:00am and shortly thereafter will be publicly opened at the Town Hall and read out. High bid will have a maximum of 24 hours to deliver a certified or cashers check or forfeit to runner-up.