

TOWN COUNCIL AGENDA
March 23, 2026 6:00 PM

- I. Opening Ceremonies**
 - A. Call Meeting to Order
 - B. Pledge of Allegiance
 - C. Roll Call

- II. Agenda Approval**

- III. Public Comment/s: TBD**

- IV. Events Application:**
 - A. Concrete Resource Coalition United General District 304 – Flashlight Egg Hunt (pages 1-6)

- V. Public Presentation/s: Rachael Wallace – Attorney: Draft Airport Lease (page 7)**

- VI. Consent Agenda:**
 - A. Town Council Meeting Minutes – March 9, 2026 (pages 8-11)
 - B. Approval of Claims Checks

- VII. Public Hearings: None.**

- VIII. Old Business: Summary (page 12)**
 - A. Bike Park
 - B. Dog Park
 - C. Secondary Access Road
 - D. Sewer Main Relocation – Concrete Sauk Valley Rd
 - E. Veterans Park Athletic Court
 - F. Water Comp Plan Update
 - G. PUD Fiber Vaults
 - H. PSE Car Charges

- IX. New Business: None.**

- X. Reports**
 - A. Council Reports
 - i. Parks-Council Member, Billi Bellinger
 - ii. Airport-Council Member, Michael Werner
 - iii. Airport Commission-Council Member, Karla Massingale
 - iv. HPLC- Representative, Council Member, Stephanie Semro
 - v. Economic Development Commission – Council Member, Stephanie Semro
- Draft Minutes – March 11, 2026 (pages 13-15)
 - B. Staff Reports
 - vi. Public Safety – Sergeant Wolfe
 - vii. Water & Wastewater Services – February 2026 Reports (pages 16-17)
 - viii. Engineering – Gray & Osborne
 - ix. Planning/Historical Preservation – Kevin Cricchio
- Draft Minutes – March 17, 2026 (pages 18-20)
 - x. Admin/Finance-Andrea Fichter, Clerk-Treasurer
- March 9, 2026 Claims - Check Register (pages 21-22)
 - xi. Public Works -
 - xii. Fire Department – Jaesen Meacham, Fire Chief
 - C. Mayor Report
- Superior Building

XI. Announcements

XII. Executive Session *(if necessary)*

XIII. Adjournment

Town of Concrete Town is utilizing Zoom for access to Town Council meetings. The information below is for the next meeting:

Join Zoom Meeting
<https://zoom.us/j/3723563720>

Meeting ID: 372 356 3720
One tap mobile
+12532158782,,3723563720# US (Tacoma)
+13462487799,,3723563720# US (Houston)

Dial by your location
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)

Meeting ID: 372 356 3720
Find your local number: <https://zoom.us/u/addgwovb80>

**TOWN OF CONCRETE
EVENTS APPLICATION**
(proof of insurance required)
APPLICATION FEES (PLEASE CHECK ONE)

		#		
SPECIAL EVENT	\$43.50 AN EVENT		**TOWN STAFF PRESENCE REQUESTED	\$50.00 PER EMPL, PER DAY
SPECIAL EVENT WITH WATER	\$49.50 AN EVENT		**SANI-CAN REQUEST	\$90.00 PER SANI-CAN, PER EVENT
SPECIAL EVENT WITH ELECTRICITY	\$55.50 AN EVENT		** PICNIC TABLES	\$12.50.00 PER TABLE, PER EVENT
SPECIAL EVENT WITH WATER & ELECTRICITY	\$62.00 AN EVENT		** Mardi Gras, 4th of July, Fly-In and Cascade Days, Picnic Table Rental Fees Waived - Replacement Cost Remain for Any Damages	
SPECIAL EVENT NON-PROFIT ORGANIZATION	\$31.00 AN EVENT	X	STREET CARNIVAL AND/OR CIRCUS	\$37.00 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER	\$37.00 AN EVENT		STREET CARNIVAL/CIRCUS WITH WATER	\$49.50 PER DAY
SPECIAL EVENT NON-PROFIT WITH ELECTRICITY	\$43.50 AN EVENT		STREET CARNIVAL/CIRCUS WITH ELECTRICITY	\$55.50 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER & ELECTRICITY	\$49.50 AN EVENT		STREET CARNIVAL/CIRCUS WITH WATER & ELECTRICITY	\$62.00 PER DAY

ENTER TOTAL FEES HERE \$ 31.00

** THESE FEES ARE IN ADDITION TO THE SPECIAL EVENT OR STREET CARNIVAL/CIRCUS FEE - DAMAGE BEYOND NORMAL REPAIR TO ITEMS WILL REQUIRE EVENT HOLDER TO PAY FULL REPLACEMENT COSTS AS STATED IN THE MOST RECENT FEE SCHEDULE

NAME: Stephanie Morgareidge
 ADDRESS: 2031 Hospital Drive
 PHONE: 360-854-7159

OFFICIAL NAME OF ORGANIZATION:

NAME OF ORGANIZATION: Concrete Resource Coalition / United General District 304
 ADDRESS: 2031 Hospital Drive, SW 98284
 PHONE: 360-854-7159

PERSON DIRECTLY IN CHARGE OF AND RESPONSIBLE FOR EVENT:

NAME: Stephanie Morgareidge
 ADDRESS: 2031 Hospital Drive
 PHONE: 360-770-2836 cell

EVENT DETAILS:

EVENT NAME: Flashlight Egg Hunt
 PURPOSE OF EVENT: Fun teen event
 DATE OF EVENT: 4/3/26 TIME OF EVENT: 8-9pm 7pm setup
 LOCATION OF EVENT: Silo Park
 ROUTE OF EVENT (if applicable): _____

APPROXIMATE NUMBER OF SPECTATORS & PERSONS PARTICIPATING: 40-60
 SETUP/TAKEDOWN TIMES: 7pm set up / 9pm take down
 Will this Event include a fireworks display? Yes or No

This institution is an equal opportunity provider, and employer and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Event sponsors or organizations will be required to provide a certificate of insurance to the town before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier

SPECIAL NEEDS

Number Needed	Item Needed
	Sani-Cans
	Extra Garbage Cans
	Road Closure Cones/Candlesticks
	Access to Power
	Access to Water
Department	ADDITIONAL ASSISTANCE OR EQUIPMENT NEED
Public Works	
Police	
Fire	

PROCEDURES FOR EVENT ACTIVITIES

- Anyone desiring to hold a special event in the Town of Concrete should fill out an Events Application and submit with the required fee/s, to the Clerk-Treasurer. Applications for Event Permits must be filed no less than thirty (30) days in advance of the proposed special events activity. Special events include parades, public meetings or assemblies or other organized gathering of a group of persons, or any ceremony, show, exhibition, dance or pageant which may reasonably be expected to result in the gathering of a group of persons, upon any public street, park or other public grounds. They do NOT include funeral processions, a governmental agency acting within the scope of its functions, students going to and from school or participating in educational activities, organized youth and other sports activities.
- The person or organization sponsoring the special events activity shall, on a form prescribed by the town attorney, as a condition to the issuance of a permit, execute an agreement to indemnify and hold the Town harmless from and on any claim that may be made or brought against the Town for loss, injury or damage to any persons or property arising out of or in connection with the special events activity.
- All entry forms to special events activity shall require each individual participant to release the Town from any liability that might be occasioned on account of any injury to the participant or damage to participant's property. If the special events activity will involve minors, said entry form shall provide for a release of such liability on behalf of the minor, by the minor and the minor's parents or guardian.
- Event sponsors or organizations will be required to provide a certificate of insurance before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier with an "A" rating and licensed to conduct business in the State of Washington must be in received by the Town of Concrete prior to the event. Auto Liability Insurance with at least \$1,000,000 Combined Single Limit written by an "A" rated carrier licensed to conduct business in the State of Washington, is required if motor vehicles (including parade floats, farm type equipment, or other motorized vehicles regardless if licensed or not) are used in the event. The Town of Concrete will be named as an additional insured by endorsement on the event sponsor's or organization's insurance policy. All participants shall also be required to meet the insurance requirements including naming the Town of Concrete as an additional insured. Proof of insurance shall be provided to the Town prior to the permit being issued.
- Any person or organization sponsoring a special event activity shall be responsible for the prompt and orderly removal of any signs, booths, barricades and any other articles or items erected or used in connection with the special event activity and may trash or debris occasioned by the special event activity. Should the Town for any reason be forced to expend its own funds or staff or use its equipment to ensure the safe and orderly conduct of the special events activity or disassemble or remove any articles erected or used in connection with the special events activity or collect any trash or debris occasioned by the special events activity then the person or organization sponsoring the special events activity shall promptly reimburse the Town for the reasonable cost of same upon presentment of the Town's statement.
- The written permit shall be carried by the person heading or leading the special event activity for which the permit was issued.

I, Stephanie Morgando, representing Concrete Room Coalition agree to the above Procedures.

St. Ma
(Signature)

3/19/26
(Date)

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SPECIAL ACKNOWLEDGEMENT, RELEASE AND AGREEMENT OF INDEMNITY

It is fully understood and acknowledged by the undersigned that the (name of event or organization/ individual) _____ sponsored by _____ may be conducted along Town streets, across Town intersections and/or on Town property.

With full knowledge of these matters, the undersigned, as sponsor, hereby releases and absolves and agrees to indemnify the Town of Concrete, Washington, its officers, employees and agents, from and against any and all claims of whatever nature arising by reason of participation in the aforementioned event, including injury or death to such participant.

Date: _____
Name of Sponsor: _____
Address of Sponsor: _____
Signature of Authorized Agent: _____

Note: Sponsors are required to obtain waivers that include holding the Town harmless from all participants in running, walking, etc., events. Anyone under 18 years of age must obtain a parent's or guardian's signature.

Sign/Banner Placement Request

The Town of Concrete has a structure available for placing event banners or signs. Maximum length of such sign is 10 feet and maximum height is 2.5 feet. Event organizers are responsible for the creation and cost of such banner or sign. The Town will be responsible for the approval and installation of any banner or sign. Signs are only allowed to be placed on the town provided structure.

Signs or banners displayed must be for civic events or non-profit activities and cannot contain commercial advertising or sponsorships.

Signs or banners are limited to a maximum size of ten (10) feet in length and two and one half (2.5) feet in height and be legibility at the distance and pace (speed) at which it is to be seen and is limited to the following:

- Name of Event
- Date/s of Event
- Time of Event
- Event logo or other event related image/s

Do you have a sign/banner to be placed for this event? NO

Does it meet the above requirements? _____

Please provide a detailed sketch below or attach sample.

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FOR TOWN USE ONLY
Review and Recommendations

Department	Initials	Date	Comments
Public Works			
Police			
Fire			

Application Fees:

Date Paid: _____ **Receipt No.** _____

Approved Event permits, will only be issued upon receipt of Certificate of Insurance and any other information required by the Town Council.

Insurance received: _____
Date

Presented to Town Council on: _____

APPROVED **DISAPPROVED**

SIGNATOR: _____
Mayor

ATTEST: _____
Clerk-Treasurer

OTHER FEES REQUIRED: **YES** **NO**

Amount: _____ **Description:** _____

Date Paid: _____ **Receipt No.** _____

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Issue Date: 11/21/2025

Cert#: 000000481

CITIES INSURANCE ASSOCIATION OF WASHINGTON
CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM OF COVERAGE (MOC) BELOW. THIS CERTIFICATE OF COVERAGE 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 COVERED PARTY, THE MOC MUST BE ENDORSED. IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE MOC, CERTAIN COVERAGE MAY REQUIRE AN ENDORSEMENT. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

PRODUCER	COMPANIES AFFORDING COVERAGE
Clear Risk Solutions 159 Basin Street SW PMB #206 Ephrata, WA 98823 Phone: (509) 754-2027 Fax: (509) 754-3406	GENERAL LIABILITY CIAW / Old Republic Specialty Insurance Underwriters et al. AUTOMOBILE LIABILITY CIAW / Old Republic Specialty Insurance Underwriters et al.
COVERED MEMBER	PROPERTY
Skagit County Public Hospital Dist. #304 2031C Hospital Drive Sedro Woolley, WA 98284	CIAW / Old Republic Specialty Insurance Underwriters et al. CRIME / PUBLIC EMPLOYEE DISHONESTY CIAW / Old Republic Specialty Insurance Underwriters

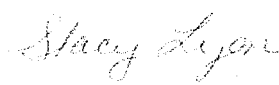
COVERAGES
 THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED MEMBER NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE MOC DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH MOC. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF COVERAGE	MOC NUMBER	MOC EFF DATE	MOC EXP DATE	DESCRIPTION	LIMITS
GENERAL LIABILITY					
COMMERCIAL GENERAL LIABILITY OCCURRENCE FORM	CIAW252667083	12/1/2025	12/1/2026	GENERAL AGGREGATE	\$10,000,000
				PRODUCT-CO MP/OP AGG	\$10,000,000
				PERSONAL & ADV. INJURY	\$5,000,000
				EACH OCCURRENCE	\$5,000,000
				ANNUAL PROGRAM AGGREGATE	\$50,000,000
INCLUDES STOP GAP (LIABILITY IS SUBJECT TO A \$750,000 SIR PAYABLE FROM PROGRAM FUNDS)					
AUTOMOBILE LIABILITY					
ANY AUTO	CIAW252667083	12/1/2025	12/1/2026	COMBINED SINGLE LIMIT	\$10,000,000
(LIABILITY IS SUBJECT TO A \$750,000 SIR PAYABLE FROM PROGRAM FUNDS)					
ANNUAL PROGRAM AGGREGATE NONE					
PROPERTY					
	CIAW252667083	12/1/2025	12/1/2026	ALL RISK PER OCC EXCL EQ & FL	\$100,000,000
				EARTHQUAKE PER OCC	\$15,000,000
				FLOOD PER OCC (except FZ A&V, which is \$1MM)	\$15,000,000
(PROPERTY IS SUBJECT TO A \$750,000 SIR PAYABLE FROM PROGRAM FUNDS)					
ANNUAL PROGRAM AGGREGATE NONE					
CRIME/PUBLIC EMPLOYEE DISHONESTY					
	CIAW252667083	12/1/2025	12/1/2026	PER LOSS	\$1,000,000
(CRIME IS SUBJECT TO A \$25,000 SIR PAYABLE FROM PROGRAM FUNDS)					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS
 Regarding use of facility for Concrete Youth Activity Day held July 28, 2023 at Concrete Veterans Memorial Park. Town of Concrete is named as Additional Covered Party regarding this use only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MOC PROVISIONS.

CERTIFICATE HOLDER	AUTHORIZED REPRESENTATIVE
Town of Concrete 45672 Main St. Concrete, WA 98237	

ADDITIONAL COVERED PARTY ENDORSEMENT

THIS ENDORSEMENT MODIFIES COVERAGE PROVIDED UNDER THE FOLLOWING:
GENERAL LIABILITY COVERAGE PART

How coverage is changed:

It is agreed that the interest of any Additional **Covered Party** is recognized as their interests may appear, providing the certificate of coverage that this is attached to has been issued and is on file with the Company.

The Limits of Coverage applicable to the Additional **Covered Party** are those specified in either the:

1. Written contract or written agreement; or
2. Declarations for this MOC, whichever is less.

These Limits of Coverage are inclusive and not in addition to the Limits of Coverage shown in the Declarations.

All other terms and conditions remain unchanged.

Additional **Covered Party**:

Town of Concrete
45672 Main St.
Concrete, WA 98237

Regarding use of facility for Concrete Youth Activity Day held July 28, 2023 at Concrete Veterans Memorial Park. Town of Concrete is named as Additional Covered Party regarding this use only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.

**Town of Concrete
Town Council Meeting
March 9, 2026**

6:00 pm. Mayor Akers called the meeting to order. Mayor Akers led the gallery in the Pledge of Allegiance.

Roll Call: Council Members: Rob Thomas, Karla Massingale, Billi Bellinger, and Stephanie Semro.

Councilmember Thomas made a motion to excuse Councilmember Werner. Councilmember Massingale seconded the motion. The motion carried unanimously.

Staff Present: Clerk Treasurer Andrea Fichter.

Staff Present Online: Town Attorney Emily Romanenko.

Audience Members Signed In: PJ Parsons, Allen Jackson, Cody Johansen, and Gabe Asarian.

Audience Members Signed in Online: Wiley Moore, EL Guest, Yvette Cruz, Cameron Martinez, Valerie Stafford, and Judy White.

Agenda Approval: Councilmember Thomas made a motion to approve the agenda. Councilmember Massingale seconded the motion. The motion carried unanimously.

Public Comment/s: Yvette Cruz: Yvette discussed the availability of SBA loans that are available to those who were affected by the flooding event in December. She discussed the rates, the low interest offered, and that no payments are due for a year. She stated the deadline is April and they are trying to get more information out to the public. She stated she will provide more information as it becomes available.

Wiley Moore: Mayor Akers stated that Wiley had submitted a public comment by email. Mayor Akers read the comment. Wiley stated rather than being disruptive on Zoom tonight he would like to ask Andrea or someone to read his statement/question regarding Wastewater report in this council meetings packet during the public comment period.

He stated during tonight's meeting when the Wastewater report is brought to council could someone explain why it seems more resident's flush toilets and use water when there are large rainwater events. He asked if it could be the surface water system is dumping into the sewer system for filtration and treatment. He stated Mr. Wynn's response does not meet the taste test. He also stated Mr. Wynn does allude to higher costs when greater treatment is experienced. He stated perhaps the council would be interested in determining the direct operating costs per volume of effluent. He thanked the council for their 3 minutes.

Events Application: Concrete Events – Old Fashion Fly-in: Councilmember Thomas made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Upper Skagit Library – Pi-Day Celebration: Councilmember Thomas asked if this was a new event or if this had been held previously. It was stated this is a new event.

Councilmember Semro made a motion to approve. Councilmember Thomas seconded the motion. The motion carried unanimously.

Public Presentation/s: None.

Consent Agenda:

Town Council Meeting Minutes – February 23, 2026

Approval of Claims Checks: #11255 to #11296 for \$214,141.09

Approval of Payroll: EFT and Checks #11233-11235 \$47,070.08

Councilmember Thomas made a motion to approve the Consent Agenda with a correction to the minutes under the Public Participation section, last paragraph change the word now to not. Councilmember Massingale seconded the motion. The motion carried unanimously.

Public Hearings: None.

Old Business: Summary is included in the packets.

Bike Park: See summary.

Dog Park: See summary.

Old Fire Department: Mayor Akers stated the electrical work has been completed and the new waterproof main disconnect installed.

Secondary Access Road: See summary.

Sewer Main Relocation: See summary.

Veterans Memorial Athletic Court: See summary.

Water Comp Plan Update: See summary.

PUD Fiber Vaults: See summary.

Town and RFA Interlocal Agreement: See summary.

PSE Car Chargers – See summary.

HPLC Application – Janeen Stewart: Janeen stated she lives in Birdsvew and has been in the area for about 3 years. She stated she used to be a Commercial Real Estate Appraiser and has worked in escrow and title on historical structures.

Councilmember Thomas made a motion to approve her application for the HPLC. Councilmember Massingale seconded the motion. The motion carried unanimously.

New Business: Concrete Youth Sports Association – Sani Can Donation Request:

Councilmember Thomas made a motion to approve the request. Councilmember Semro seconded the motion. The motion carried unanimously.

Ordinance #911 – CMC 3.28.00 and CMC 3.32.010 Amendment: Andrea stated this will update the code section so that it references the fee schedule instead of a specific dollar amount that could change annually.

Councilmember Bellinger made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Resolution #2026-01A – Personnel Policy Update, Town Hall Office Hours: Councilmember Semro asked if this would change the Deputy Clerk's hours to four tens. Andrea stated more like four nines and a half day on Fridays. She also stated that if needed, she can cover some Fridays.

Councilmember Massingale made a motion to approve. Councilmember Thomas seconded the motion. The motion carried unanimously.

Council Reports: Parks: Billi Bellinger: Councilmember Bellinger reported on a broken water hydrant pipe in the Community Garden. Andrea stated that Robert had looked at it today and had said it should be a fairly easy fix. She stated they made some updates to the dog park proposal and will bring that to Council soon. She also reported all the blocks for the beds have been installed in the Community Garden.

Airport: Mike Werner: No report.

Airport Commission: Karla Masingale: Councilmember Massingale reported the draft lease has been sent out for comment and will be reviewed at the next commission meeting. She stated that she will be unable to attend the Commission meeting on April 2.

Historic Preservation and Landmarks Commission: Stephanie Semro: No report.

Economic Development Commission: Stephanie Semro: No report.

Department Reports: Public Safety: Sergeant Wolfe reported he was unable to get the number of calls but the hours for March so far are 127 in town and 326 in the response area. He stated they attended the reopening of the Community Center and have been actively participating in Search and Rescue. He stated they are also holding a Block Watch meeting and will be present at the High School for their Career Fair.

Water & Wastewater Services: Mayor Akers stated the response from a previous question is included in their packet.

Engineering – Gray & Osborne: No report.

Planning Commission/Historical Preservation: Kevin Cricchio: No report.

Administration/Finance Report: Andrea Fichter: Andrea reported her items are included in the packet and she continues to work on the annual report.

Public Works: Terry Coggins: Mayor Akers stated public works continues to work on the town shop.

Fire Department: Jaesen Meacham: It was stated the February call report was in their packets.

Mayor's Report: Mayor Akers stated the old fire hall work is done.

Superior Building: Mayor Akers reported they are waiting for better weather to finish up some items at the building and after those are done will hopefully get the caution tape taken down.

Councilmember Thomas asked about the sandwich board signs on the highway during the Swap Meet. Andrea stated she will follow up with Emily on this.

Announcements: None.

DISCLAIMER: This is not a verbatim transcript of the meeting and is based upon the written notes, audio recording and memory of a participant, attendee, or video observer.

Executive Session: None.

Adjournment: Councilmember Thomas made a motion for adjournment at 6:20 p.m. Councilmember Bellinger seconded the motion. The motion carried unanimously.

Jeremy Akers, Mayor

Attest: Andrea Fichter, Clerk Treasurer

As of March 19, 2026

- A. Bike Park- Initial design reviewed, 3D renderings received, and construction is scheduled to start in May, 4-6 weeks of construction. Scheduled for completion by end of June 2026.
- B. Dog Park –EDC is working on proposal.
- C. Secondary Access Road – Still waiting to finalize ROW on two properties.
- D. Sewer Main Relocation – Concrete Sauk Valley Rd – Funding was awarded, moving through the design, and permitting process
- E. Veterans Park Athletic Court – Funds not awarded through AARP. Possible roll out court options, pricing is anywhere between \$1,250 to \$12,500 and can include tennis and basketball lines as well. Printed out options and gave to Terry, Rob and Billi to review.
- F. Water Comp Plan Update – Has been submitted to DOH. Received comments back and G&O and staff are going through those.
- G. PUD Fiber Vaults – Attorney is researching.
- H. PSE Car Charger Program – Design in progress.

**Town of Concrete
Economic Development Commission
March 11, 2026**

DRAFT

Call Meeting to Order: The meeting was called to order at 6:00 p.m.

Roll Call: Economic Commission Members: PJ Parsons, Anne Bussiere, Wiley Moore (Zoom) and Guy Borgford (Zoom).

Liaison: Stephanie Semro (Zoom).

Audience Members Present: Councilmember Bellinger.

Audience Members Online: None.

Staff Present: Deputy Clerk Heather Parker.

Minutes: February 11, 2026: Wiley Moore made a motion to approve the minutes. Anne Bussiere seconded the motion. The motion carried unanimously.

Old Business: Guy reviewed the previous old business items from the last meeting. He discussed the guests that attended the last meeting.

He stated they also discussed the idea stated for combining all the commissions. Heather stated this may not be doable because certain commissions require certain rules. Billi stated recently they changed the parks committee meetings to quarterly because of low attendance. She stated it may be good to at least combine the parks with the EDC but that may require updating the municipal code. Discussion ensued on the parks committee just having their meetings during the EDC meetings.

Guy made a motion to hold parks meetings during the EDC meetings as a subcommittee. PJ seconded the motion. The motion carried unanimously.

Guy stated the land around the Eagles Nest was cleaned up and looks great. He stated this area could be part of the brainstorming as to what this area could be used for.

He also stated that Gabe was here at the last meeting and discussed the proposed rules and regulations for cannabis businesses in town. PJ stated this will be reviewed again at the next Planning Commission meeting.

Dog Park: Stephanie stated that she fought hard to have the dog park up town but then an adjacent property owner came to Council and stated that he was not for having it right there. She stated she understands and believes the rest of the council will not go for it being there now. She stated maybe they can look at the Eagles Nest area instead. She stated this will not get people into town but would be away from residences. She stated she would like to see the Garden Club Park utilized for something.

PJ asked how the resident was supposed to be informed. She stated he did not even stay for the remainder of the meeting to see what else may be going on in town. She stated if people want to be informed, they need to make the effort to be informed. Stephanie stated that as the adjacent property owner, he should have been told specifically. PJ stated that folks need to not get so fussy about not being told when they do not make an effort to be involved.

PJ stated the dog park does not have to go in that area. She stated there are 4 options they are looking at and will put a proposal together that lists all the options with the pros and cons for each area.

Wiley stated the dog park discussion has gone on for way too long. Discussion ensued on the different properties that could be utilized and the pros and cons for all of these. Discussion on if to request use of PSE properties before or after the spot is chosen.

Commission Chair: Guy stated he would like to step down as chair and nominate PJ to be chair. Wiley stated he would agree with this. Anne stated she would remain as Chair Pro-tem.

Anne made a motion to appoint PJ as chair and she would remain as Pro-tem. Wiley seconded the motion. The motion carried unanimously.

Guy stated that he will stay on the EDC but did not feel he was an effective Chair as he is not able to attend Council meetings and believes since PJ is more involved that she would make a better Chair.

New Business: 2026 Brainstorming: Guy stated at the first meeting of the year they discussed opening up different areas for camping which could allow for music festivals.

Discussion ensued on the pump track project. Billi gave an update on adding a timing system to the project. Guy stated a launch event could be planned for the opening of the track. Billi stated the Mayor is already working on a plan with bands. Guy stated they could also look into event sponsors. PJ stated there should be an event chair so that everything goes through one person. She stated if people are each doing their own thing, it would be good to have all those efforts ran through one person. Discussion ensued on who that one person would be and if the EDC should be the group that all events are funneled through.

Guy stated a gym, childcare, and a youth activity facility are all needed in town as well.

Discussion ensued on adding more events throughout the year.

Billi stated she was also approached about finding a spot for an archery range. Heather stated someone may want to reach out to Darrington since they have one.

Anne stated another option could be to put on a Competitive BBQ event. She stated they could get a sponsor to assist with cash prizes. Guy stated a chili cook off would be good too. PJ stated she would like to see putt putt or mini golf in town as well. Anne stated that guides, and transportation for outdoor recreation would be good to as well as a sporting goods store.

SCLAIMER: This is not a verbatim transcript of the meeting and is based upon the written notes, audio recording and memory of a participant, attendee, or video observer.

Other Business: None.

Announcements: None.

Adjournment: PJ Parsons made a motion for adjournment at 7:12 p.m. Anne Bussiere seconded the motion. The motion carried unanimously.

PJ Parsons, Chair

Attest: Anne Bussiere, Chair pro-tem



Board of Directors

Concrete Utilities

Monthly Report of Operation & Maintenance

Month: February 2026

For the month of February, the Concrete Utilities water system operated normally. Monthly coliform water quality testing complied with Washington State Department of Health requirements.

Production

<u>Based on Logs sheets from:</u>	<u>Current Month</u>	<u>Last Month</u>	<u>Difference</u>	<u>Last Year</u>	<u>Difference</u>
<i>1/30/2026 to 2/27/2026</i>	28 Days	30 Days	%	28 Days	%
Production	8,437,040	8,015,532		7,975,245	
Daily Avg.	301,323	267,184	13%	284,830	6%
GPD/Home - 484	623	552		588	

Miscellaneous:

02/09 - Recorded distribution chlorine (Cl₂) residual, checked and logged reservoir water levels and chlorine tank level, and documented meter readings in the Pressure Reduce Valve (PRV) vault and at the main reservoir.

02/11 - Recorded chlorine residual for the distribution system, checked reservoir levels and chlorine tank level, added 5 Gallons of chlorine mixed with 5 Gallons of water, and logged meter readings in the PRV vaults and the main reservoir.

02/18 - Recorded distribution chlorine residual and reservoir levels, collected inflow and outflow meter readings at Seidel and Baker reservoirs, and logged the spring meter and turbine meter readings.

02/20 - Collected distribution chlorine residual, logged reservoir levels, documented meter readings, and checked the chlorine tank level.

02/27 - Collected and recorded the distribution system chlorine residuals, logged reservoir water levels and meter readings, and added chlorine (Cl₂) to the treatment tank.

Recommendations

None this reporting period.



Town of Concrete Wastewater Plant
Monthly Report of Operations
Month: February 2026

WWTP:

The wastewater treatment plant met all National Pollutant Discharge Elimination System (NPDES) requirements for the month.

System Maintenance:

Staff troubleshoot issues with the MBT pumps. Replacement parts have been ordered and are currently pending delivery.

A mixer from the pre-air tank was rebuilt and is ready to be reinstalled once the replacement part arrives.

Call outs/Emergencies

None this reporting period.

Wastewater Plant Monitoring Report Summary:

	Current Effluent	Last Month Influent	% Diff
Avg. Daily Flow	93,000		
Total Flow	2,594,000	3,564,000	-27%
Max Daily Flow	126,000		

Communications:

A service technician inspected the MBT pumps and ordered necessary parts for repair and rebuilding.

Significant Expenditures:

None this reporting period.

Ongoing Problems:

None this reporting period.

**Town of Concrete
Planning Commission Meeting
March 17, 2026**

DRAFT

6:00 p.m. Chair Dinah Kinney called the meeting to order.

Roll Call: Planning Commission Members: John Boggs, Dinah Kinney, and PJ Parsons.

Staff Present: Deputy Clerk Heather Parker, and Town Planner Kevin Cricchio.

Staff Present Online: None.

Audience Members Signed In: Gabe Asarian.

Audience Member Signed in Online: Councilmember Bellinger.

Minutes: January 20, 2026: Discussion ensued regarding the previous meeting to which there was not a quorum so there were no official meeting minutes or recording from any discussions that may have occurred.

Kevin stated it was not an official meeting in February and no official direction was made to make any changes to the proposed code from that meeting. He stated what is included in tonight's packet is the same as the packet from February.

Announcements: None.

Public Hearing: None.

Old Business: Ordinance/Amendment – Cannabis Regulations: Kevin stated there was previous discussion around the taxation of retail cannabis sales in the town and wanting to include how a portion of those revenues are used or distributed in the town code.

Gabe stated he would recommend leaving the current revenues received by the town from cannabis taxes alone but if a business was to be located in town limits, then those tax revenues go toward youth protective factors.

John stated that may require two separate code amendments because the tax distribution item would not be included in the cannabis regulations or zoning code.

Kevin stated that taxation is out of the Planning Commissions scope. He stated they can make a recommendation to Council that it is researched but their focus should be on the actual cannabis regulations.

PJ discussed the research that Gabe has completed and stated they had discussed a specific percentage of the revenues the town would receive from cannabis sales going toward youth activities. She stated they could make a recommendation to council on how those revenues are used or who those revenues should go to.

John stated he understands that taxation is not within the Commissions purview, but he stated they do not have to approve these regulations until the taxation item is determined. He stated he does not believe the town will follow through with the taxation item if they approve the proposed regulations now.

Kevin stated the Commission can recommend approval as is, denial, approval with changes, or approval with changes and with a caveat on the taxation item. Dinah stated that conditional approval is an option.

John stated the last time they made a recommendation to council on code changes with caveats, it did not come back to them for review, and it went to Council without all the changes they discussed.

Kevin asked if he was referring to the wireless code. Kevin stated those changes were made and taken to Council and Council also had additional changes that were made before the final was approved. Kevin stated the comments that John had made regarding the Stormwater Code were also reviewed and double checked. He stated the Stormwater Code was vetted by the town attorney and the town engineer prior to Council approval. John stated there are still references throughout the code to stormwater, Kevin stated that is how municipal code works.

Discussion ensued on other code sections and why those were brought up and why the amendments were needed.

PJ stated going by the research that Gabe and Stephanie had provided, she believes the biggest concern with the cannabis code is the signage. She stated they had also discussed only allowing retail along State Route 20.

Discussion ensued on the areas in the Urban Growth Area and that any business located in that area is under Skagit County jurisdiction and would not fall under Town jurisdiction unless that area was annexed and then those existing businesses would be grandfathered in.

Kevin stated he believes what the Commissioners are saying is that they would only want these retail businesses allowed along State Route 20 and prohibited from the Town Center.

Discussion ensued on the current zoning and where the Commission members want to see these allowed and not allowed. They also reviewed the zoning map.

Kevin stated the code could be written to only allow retail in the Commercial/Light Industrial zone only on the south side of State Route 20. Discussion ensued on areas that also lie within Shorelines Jurisdiction on what may or may not be allowed in those areas.

Discussion also ensued on what the proposed profits may be and the federal versus state rules regarding cannabis.

Kevin also reviewed the additional regulations that are proposed under 19.86.110. The Commissioners noted changes to that section to remove Town Center and include Commercial/Light Industrial on the south side of State Route 20 only.

PJ asked about the ventilation item and if odor is detected how that would be enforced. Discussion ensued on code enforcement and how that would be processed. Further discussion ensued on how permits are processed and how it is decided who or what department will review and process those.

Kevin stated that he recommends the Commission make a recommendation to the council to approve the codes changes as discussed this evening and request that Council direct staff to research the taxation item. He stated he would also suggest they add something stating that bollards be installed along the building frontage after hearing the Sheriff Deputies concerns regarding smash and grabs that have occurred at other establishments.

Dinah suggested not being specific about bollards but to put some type of language in the code that requires installation of protection from vehicle damage.

PJ made a motion to recommend the Council approve the cannabis regulations code section with the discussed modifications plus a recommendation to approve on the condition that council direct staff to research and bring back information on the taxation distribution legalities for requiring a certain percentage of revenues received be distributed to youth activities and youth protective factors. John seconded the motion. The motion carried unanimously.

It was brought up that the minutes from January had not been officially approved yet.

John made a motion to approve the January 20, 2026 minutes. PJ seconded the motion. The motion carried unanimously.

New Business: Dinah requested that the sign code be included on the agenda at the next meeting for discussion.

Next Meeting Date and Time: April 21, 2026.

Adjournment: John Boggs made a motion to adjourn at 7:10 p.m. Dinah Kinney seconded the motion. The motion carried unanimously.

Dinah Kinney, Chair

_____, Chair Pro-tem

Attest:

Andrea Fichter, Clerk Treasurer

CHECK REGISTER

Town Of Concrete

Time: 06:25:33 Date: 03/19/2026

03/09/2026 To: 03/09/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
548	03/09/2026	Claims	9	11255	VERIZON WIRELESS - BELLEVUE	386.24	Town Cell Phones and Cameras
549	03/09/2026	Claims	9	11256	TAURUS CONSTRUCTION	1,400.00	Building Inspector Services - February 2026
550	03/09/2026	Claims	9	11257	UTILITIES UNDERGROUND LOCATION CENTER	1.38	Excavation Notices/Call Before You Dig - 1
551	03/09/2026	Claims	9	11258	NORTH HILL RESOURCES, INC	1,182.25	Side Dump Truck Rental, Brush Dumping- Cleanup at WWTP
552	03/09/2026	Claims	9	11259	SKAGIT READY MIX-CPC MATERIALS	1,542.12	Ecology Blocks- Build Storage Bins at Lagoon
553	03/09/2026	Claims	9	11260	WATER & WASTEWATER SERVICES	15,476.92	Water and Wastewater Services Contracts
554	03/09/2026	Claims	9	11261	ALERT-ALL CORP.	505.80	Fire Education- Water Bottles
555	03/09/2026	Claims	9	11262	UMPQUA COLUMBIA BANK	2,338.00	Fuel Pump & Filter, Gasket, Speaker, Fuel for 2836, Vacuum, File Organizer, Printer, Planning Commissioner Books, Mold Remover, Door, Straw, Ladder, Trailer Parts, Socket Organizers, Coffee
556	03/09/2026	Claims	9	11263	TERRY COGGINS	65.00	Clothing Allowance March 2026
557	03/09/2026	Claims	9	11264	CAMERON BAILEY	1,000.00	Legislative Affairs Services
558	03/09/2026	Claims	9	11265	SECURITY LINES US	1,394.23	Camera and Dome- Silo Park
559	03/09/2026	Claims	9	11266	KEVIN CRICCHIO	3,740.00	Municipal Planning Services
560	03/09/2026	Claims	9	11267	ROBERT FOSTER	65.00	Clothing Allowance March 2026
561	03/09/2026	Claims	9	11268	CASCADE SUPPLY	12,029.55	Door Knob, Washers, Oil, Hole Cover, Staples, Padlock, Screws, Roof Patch, Gas Can, Hand Soap, Hose, Glade Plugin, Spray, Fuses, Cable, Funnel, Inflator Gauge, Plastic, Sandpaper, Bit, Blades
562	03/09/2026	Claims	9	11269	GIBSON FICHTER	65.00	Clothing Allowance March 2026
563	03/09/2026	Claims	9	11270	KITSAP TRACTOR & EQUIPMENT	2,272.11	Mini Excavator- 500 Hr Service, Pressure Sensor Repair, Thumb Repair
564	03/09/2026	Claims	9	11271	FLOYD SMITH	65.00	Clothing Allowance March 2026
565	03/09/2026	Claims	9	11272	FRONTIER BUILDING SUPPLY BUILDERS ALLIANCE	879.88	PW Shop Materials
566	03/09/2026	Claims	9	11273	JEREMIAH LENZ LENZ EXCAVATION AND LOGGING L.L.C	3,040.80	PW Shop Clean Up
567	03/09/2026	Claims	9	11274	CONCRETE FIREFIGHTERS	501.00	Feb 2026- 6 for Turnouts, 37 for Calls
568	03/09/2026	Claims	9	11275	KRIS KELLY	280.00	Rough Cut Cedar Boards- PW Shop
569	03/09/2026	Claims	9	11276	TESTING & COMMISSIONING SERVICES	43.50	Business License Refund- Cancelled
570	03/09/2026	Claims	9	11277	BOB COFFELL	17.78	Oil Additive- 2836
571	03/09/2026	Claims	9	11278	TOWN OF CONCRETE	1,324.64	Utility Payments for February 2026
572	03/09/2026	Claims	9	11279	TOWN OF CONCRETE P/C	50.00	Cedar Trim for PW Shop from Ed Rogge
573	03/09/2026	Claims	9	11280	KEVIN CUPPLES	100.00	Cupples Land Lease Agreement
574	03/09/2026	Claims	9	11281	EVERGREEN RURAL WATER (ANNUAL DUES)	281.20	Annual Membership Dues

CHECK REGISTER

Town Of Concrete

Time: 06:25:33 Date: 03/19/2026

03/09/2026 To: 03/09/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
575	03/09/2026	Claims	9	11282	GRAY & OSBORNE, INC	26,786.25	Lorenzan Creek Sewer Main, Water Meter Replacement, Washington St Water Main, Water System Plan Update, Engineering Standards, Nellie Lane Preapp, General Engineering
576	03/09/2026	Claims	9	11283	HO STAFFORD TRUCKING & EXCAVATION	4,382.01	PW Shop Clean Up and Stock Piles
577	03/09/2026	Claims	9	11284	NFPA NATIONAL FIRE PROTECTION ASSOC	225.00	Annual Membership Fees - Fire Chief
578	03/09/2026	Claims	9	11285	NORTHWEST CLEAN AIR AGENCY	905.20	Annual Emissions Fees
579	03/09/2026	Claims	9	11286	HONEY BUCKET	248.00	1 Unit Serviced Weekly; 1 Unit Serviced every 2 weeks
580	03/09/2026	Claims	9	11287	NORTH CENTRAL LAB (NCL)	142.00	Stir Shaft
581	03/09/2026	Claims	9	11288	NORTHWEST PROPANE	3,763.12	Propane Charges for February 2026
582	03/09/2026	Claims	9	11289	OFFICE DEPOT	12.65	Remaining Balance from Previous Invoice for Business Card Paper
583	03/09/2026	Claims	9	11290	PUGET SOUND ENERGY	13,452.76	Power Charges; Street Lights All; PW Shop
584	03/09/2026	Claims	9	11291	RIGHT WAY PLUMBING & HEATING	195.48	PW Shop- Pilot Light issues
585	03/09/2026	Claims	9	11292	SKAGIT CO SHERIFF	106,141.07	Jail Tax Payment; Policing Services Contract 2026Q1
586	03/09/2026	Claims	9	11293	WORLD KINECT ENERGY SERVICES	1,227.74	Vehicles and Equipment Fuel, Fire Dept Fuel
587	03/09/2026	Claims	9	11294	NAPA AUTO PARTS	160.76	GMC- 5W20 Oil, Battery for 2819
588	03/09/2026	Claims	9	11295	VAC-TANK	5,328.75	Sludge Removal
589	03/09/2026	Claims	9	11296	WELLS FARGO BUSINESS DIR	1,122.90	Mayors Exchange Hotel, Microsoft Monthly and Annual Subscription

001 General Fund	121,070.42	
002 General Reserve Fund	397.26	
103 Street Fund	7,025.37	
401 Airport Fund	858.68	
405 Sewer Reserve Fund	19,286.52	
406 Sewer Fund	35,487.32	
407 Water Fund	7,491.41	
408 Water Reserve Fund	22,524.11	
	214,141.09	Claims: 214,141.09
* Transaction Has Mixed Revenue And Expense Accounts		214,141.09

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