Town of Coupeville

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TOWN COUNCIL MEETING
AGENDA
Island County Hearing Room
May 24, 2016
6:30 pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHANGES AND APPROVAL OF AGENDA

APPROVAL OF MINUTES

- Regular Meeting of May 10, 2016

MAYOR'S REPORT

AUDIENCE INPUT - See ***NOTE***

PRESENTATION

- 2016 Penn Cove Water Festival, Vickie Reyes

NEW BUSINESS

1. **Resolution 16-05 declaring items as surplus and recommending sale through auction process** – *Staff recommends approval of Resolution 16-05 declaring certain items surplus and authorizing the Clerk Treasurer to dispose of those items through public auction, or through any manner deemed to be in the Town's best interests.*
2. **Set Date and Time for Joint Planning Commission and Town Council Training**
3. **Set Date and Time for Community Meeting about LED Streetlights**
4. **Approve Ordinance 726 Regarding use of Vapor Products in Town Owned Buildings**
5. **Approval of April 2016 Payroll and May 2016 Claims Vouchers/Warrants** – *Staff recommends approval of April 2016 payroll warrants #31575 to #31581 for a total of $71,576.74; and the May 2016 A/P transactions and warrants #31583 to #31645 for a total of $272,335.25*

COUNCIL REPORTS

AUDIENCE INPUT - See ***NOTE***

EXECUTIVE SESSION

- To discuss the acquisition of real estate by lease or purchase

ADJOURN

***NOTE*: Audience Input** - *This is time set aside for members of the public to speak to the Council about subjects of concern or interest, or items not already set aside for a public hearing. Questions presented may not be answered immediately if all information is not available, but will be responded to as soon as possible. To ensure your comments are recorded properly, you need to state your name and address clearly into the microphone. Please limit your comments to 5 minutes. Input requiring more lengthy comment is best submitted in writing.*

NOTE: Persons with disabilities requiring elevator access to the Hearing Room, please call twenty-four (24) hours prior to the scheduled event to Clerk-Treasurer (360) 678-4461, ext. 7.

Eco-Friendly SOY INK

Town of Coupeville
Regular Council Meeting
May 10, 2016
6:34 p.m.

PRESENT: Mayor Molly Hughes, Councilmembers Dianne Binder, Pat Powell, Catherine Ballay and Lisa Bernhardt.

Council Action: A motion was made by Councilmember Catherine Ballay, second by Councilmember Dianne Binder, to excuse Councilmember Jackie Henderson. The motion passed unanimously.

STAFF PRESENT: Clerk Treasurer Kelly Beech, Marshal Rick Norrie, Planning Director Owen Dennison

CHANGES AND APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Dianne Binder, second by Councilmember Lisa Bernhardt, to approve the Agenda as presented. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of April 26, 2016 were approved with the following changes:

Under **COUNCIL REPORTS** the following changes were made to the fifth paragraph:

Councilmember Catherine Ballay reported that the Law and Justice Council received an update from the jail review committee and that they were pleased with all of the progress that has been made so far. The ~~Island County Sheriff presented~~ *Council heard a report of* the results of an outside review of ~~their~~, *the Island County Sheriff's Office* policies and procedures, *the department* ~~and let the Council know that he~~ had already implemented some of the recommended changes. Councilmember Ballay also shared that there has been a rash of burglaries at construction sites on the south end of the island.

Councilmember Ballay clarified that the review of the jail was done by a subcommittee, not a committee; and that Chief Criminal Deputy Felici presented the report of the outside review of the Sheriff's Office.

MAYOR'S REPORT

- Mayor Hughes expressed her gratitude that volunteers have stepped forward to fill all of the positions that were open on the Coupeville Planning Commission and the Historic Preservation Commission.
- Mayor Hughes spoke at a Unity for Diversity presentation earlier this month. Island County Commissioner Helen Price-Johnson and Executive Director of the Island County Economic Development Council, Ron Nelson were among the presenters at the event.

- Mayor Hughes informed the Council of an upcoming fossil fuel protest scheduled to take place in Anacortes and warned of possible traffic slowdowns at Deception Pass Bridge during the protest weekend (May 13-15).
- Mayor Hughes shared that the Penn Cove Water Festival, celebrating its 25th year this year, had already received 381 pre-registrations for pullers.
- Mayor Hughes spoke at the League of Women Voters dinner, giving her state of the Town address.
- Mayor Hughes participated in the ribbon cutting ceremony during a Coupeville Maritime Heritage Foundation celebration for the homecoming of Suva.
- Mayor Hughes attended a meeting with representatives from other island agencies, Utility Superintendent Willy LaRue, and Public Works Superintendent Kelly Riepma, held by the Central Whidbey Fire and Rescue District. Representative were invited to participate in the Fire District's update of their strategic plan by providing feedback on service needs.
- Mayor Hughes attended a luncheon held by the Coupeville Soroptimists where the focus was on education about human trafficking.
- Finally, Mayor Hughes reminded Council that the early-bird registration deadline for the AWC annual conference is May 20th, and that the Penn Cove Water Festival would start at 11:00am on May 14th.

NEW BUSINESS

Confirmation of Historic Preservation Commission Appointment

Council Action: A motion was made by Councilmember Dianne Binder, second by Councilmember Catherine Ballay, to reappoint Ron Van Dyk to Position 4 and appoint Ben Lovejoy to Position 3 of the Historic Preservation Commission. The motion passed unanimously.

Resolution 16-04 Acknowledging Island Transit Regional Transportation Planning Organization

Council Action: A motion was made by Councilmember Lisa Bernhardt, second by Councilmember Pat Powell, to authorize the Mayor to sign Resolution 16-04 acknowledging the Island Regional Transportation Planning Organization and authorizing the Town of Coupeville's membership. The motion passed unanimously.

Confirmation of Planning Commission Appointment

Council Action: A motion was made by Councilmember Catherine Ballay, second by Councilmember Dianne Binder, to appoint Michael Moore to Position 3 of the Town of Coupeville Planning Commission. The motion passed unanimously.

STAFF REPORTS

Marshal Rick Norrie spoke briefly about the two major Special Events in May, the Penn Cove Water Festival and the Memorial Day Parade. He also shared that there was a rollover accident

earlier in the evening on Parker Road, and that the driver was not seriously injured. Questions were asked and answered.

Planning Director Owen Dennison spoke briefly about the report he provided to the Council. He also gave the Council a brief update on the status of the Coupeville School District's application to replace the track at the elementary school. Questions were asked and answered.

Clerk Treasurer Kelly Beech spoke briefly about the reports she provided to the Council. Questions were asked and answered.

DISCUSSION

Council discussed the three items on the agenda. No decisions were made.

ADJOURNMENT: 8:02 pm

Respectfully Submitted: MAYOR:

_____ _____

Kelly Beech, Clerk Treasurer Molly Hughes

A complete audio recording of this meeting is available upon request from the Clerk-Treasurer.

STAFF REPORT

DATE:	**March 18, 2016**
TO:	**Mayor and Town Council**
FROM:	**Clerk Treasurer Kelly Beech**
RE:	**Resolution 16-05**

Staff have been working hard to optimize our use of space. This has included a small renovation of Town Hall, and reorganizing storage areas in every building. During this process we have evaluated the need for items that were previously stored. As a result, staff have compiled a list of items including small equipment and one vehicle that are no longer of use to the Town. Some of the items included in Resolution 16-05 are obsolete because of technological advances, others are items that the Town cannot use now or in the future.

Council approved an Interlocal Agreement for auction services with the City of Oak Harbor on April 26, 2016. Resolution 16-05 will declare all of the listed items as surplus and allow those items to be sold at The City of Oak Harbor's City Wide Auction on June 11, 2016. The auction begins at 10 a.m. and will be held at the City of Oak Harbor's Public Works Shop (1400 NE 16th Avenue, Oak Harbor).

Recommendation: Approval of Resolution 16-05 declaring certain items surplus and authorizing the Clerk Treasurer to dispose of those items through public auction, or through any manner deemed to be in the Town's best interests.

RESOLUTION NO. 16-05

A RESOLUTION of the Town Council of the Town of Coupeville, Island County, Washington, declaring certain property surplus.

WHEREAS, the Town Council has declared that the following property is beyond economical repair or surplus to the Town's needs; and

WHEREAS, the equipment and supplies listed below are no longer useful to the Town's needs and has no value to the Town; and

WHEREAS, the Town has entered into an Interlocal Cooperation Agreement with the City of Oak Harbor for auction services; and

NOW, THEREFORE BE IT RESOLVED, that the Town of Coupeville declares the following

- 1996 Ford F-250 – no use to the Town (replaced with new truck in 2015)
- Acer TravelMate 6410 Laptop – no use to Town (all computers and laptops upgraded in 2014)
- HP Compaq 6730b Laptop – no use to Town (all computers and laptops upgraded in 2014)
- 2 ton CM series chain hoist – no use to the Town (came from the old water treatment plant)
- Upper and side link 3 point hitch John Deere – no use to the Town (current system runs on hydraulic cylinders)
- Aluminum truck tool box - no use to the Town. Came off Dodge Dakota (Res. 14-12 to surplus Dakota in 2014)
- (1 set) Snow chains – no use to the Town. A new set of snow chains that fit the grader that was sold in 2014 (Res. 09-01 to surplus Grader in 2009)
- 5 HP Honda engine – no use to the Town (came off a 3" diaphragm pump that can't be repaired)
- Banding supplies and tools – no use to the Town
- Upright Piano – no use to Town
- Marantz Professional Voice Recorder – no use to the Town
- Lamp Module for DLP Projector PD311/PD323 – no use to the Town
- Parallel Print Server – No use to the Town
- Electronic Scale – no use to the Town
- HP ScanJet XPA – no use to the Town
- Miscellaneous Chargers, Adapters and Cables – no use to the Town
- Kodak EasyShare C813 with Case – no use to Town
- 4 Samsung Rugby Cellphones, 2 Samsung Rugby II Cellphones, 1 Motorola Atrix Cellphone – no use to the Town
- Overhead Projector – no use to the Town
- Sony Mavica Video Camera – no use to the Town

as surplus to the needs of the Town and authorizes all of the items to be sold at the 2016 Oak Harbor City Auction in accordance with the 2016 Interlocal Cooperation Agreement for Auction Services.

PASSED by the Town Council of the Town of Coupeville and APPROVED by the Mayor this 24 day of May, 2016.

TOWN OF COUPEVILLE

By_____
Molly Hughes, Mayor

ATTEST:

By_____
Kelly Beech, Clerk-Treasurer

TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

MEMORANDUM

May 20, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes

RE: Smoking Ordinance No. 726

At the last Council meeting, it was decided that the Town Council would like to extend the ban on smoking/vaping/chewing/marijuana from our parks and trails to our town owned building and property. Attached is Ordinance 726 which, after approval, will add these restrictions to our town code.

A bit of unexpected good news: Emily Maughan, IC Public Health Coordinator, who helped us purchase no smoking signs for our town parks and paths has some remaining grant money and has offered to help us purchase some of the additional signs we will need for our buildings.

Recommendation: Move the approve Ordinance 726, prohibiting smoking and smoke free products from our town owned buildings and property.

TOWN OF COUPEVILLE
Coupeville, Washington

ORDINANCE NO. 726

AN ORDINANCE OF THE TOWN OF COUPEVILLE, WASHINGTON, PROHIBITING SMOKING AND SMOKE FREE TOBACCO IN TOWN OWNED BUILDINGS AND REAL PROPERTY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Coupeville, encourages and supports local residents in maintaining healthy lifestyles; and

WHEREAS, the Town of Coupeville, recognizes that smoking any substance presents a public health risk and the U.S. Surgeon General has reported that there is no risk-free level of exposure to secondhand tobacco smoke for children and adults; and

WHEREAS, Town buildings and property are open to the public and meant to provide services to all Town residents; and

WHEREAS, the use of smoke-less tobacco and smoking products in Town buildings and on Town property interferes with the public's enjoyment of the Town's services.

NOW, THEREFORE, be it ordained by the Council of the Town of Coupeville, Washington, as follows:

Section 1. A new Section 12.08.075 is added to the Coupeville Town Code to be known and referred to as "Smoking and Smoke Free Products Prohibited in Town Buildings and Real Property" Which shall read as follows:

Section 12.08.075 Smoking and Smoke Free Products Prohibited in Town Buildings and Real Property

A. Smoking and use of smoke free tobacco is not allowed in Town buildings or on Town owned property.

B. Smoking is defined as inhaling, exhaling, burning or carrying a lighted or vapor-producing product or using a smoke free tobacco product. Products include but are not limited to, cigarettes (tobacco, clove, bidis, kreteks), chew, electronic cigarettes, cigars, cigarillos, hookahs, and marijuana.

C. The Town of Coupeville will post and maintain signage on all Town owned property indicating that they are "Smoke-Free". The Town of Coupeville shall publicize the "Smoke-Free" ordinance on their website. Voluntary compliance will be encouraged through signage, educational material and public information releases.

D. Penalty For Violation. Violation of this section shall be a civil infraction subject to a fine not to exceed $100.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the Town, and shall take effect and be in full force _____

PASSED by the Town Council and **APPROVED** by the Mayor on this ___ day of ____, 2016

MAYOR

_____
Molly Hughes, Mayor

APPROVED AS TO FORM

_____
Grant K. Weed, Town Attorney

ATTEST

_____
Kelly Beech, Clerk-Treasurer

Published:_____

TOWN OF COUPEVILLE

Coupeville, Washington

PAYROLL & A/P VOUCHER APPROVAL

for

Council Meeting of May 24, 2016

Payroll transactions and Voucher Numbers: 31575 to 31581 as attached; for a total of $71,576.74

A/P transactions and Voucher Numbers: 31583 to 31645 as attached; for a total of $272,335.25

STATE OF WASHINGTON)
) §
COUNTY OF ISLAND)

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the Town of Coupeville and that we are authorized to authenticate and certify to said claim.

_____
Clerk-Treasurer

_____
Mayor

_____
Council Member

☐ Approved by Council
☐ Approved by Council with the following exceptions/instructions:

_____

_____

Reasons for break in sequence:

Date	Warrant No./Amt.	Reason
05/13/16	31582 - $2,000	May Draw check, June 2016 approval

RECOMMENDATION:

A motion to approve April 2016 payroll warrants #31575 to #31581 for a total of $71,576.74; and the May 2016 A/P transactions and warrants #31583 to #31645 for a total of $272,335.25.

April 2016 Payroll Directory	
Number	Amount
APRIL 2016 DRAW	
LaRue, William	$1,889.33
Lynn, Jesse	$1,300.00
McMann, James M	$1,150.00
Riepma, Kelly R.	$1,600.00
Wadlington, Jimmy R.	$1,400.00
APRIL 2016 REGULAR	
Apsey, Amanda L	$1,951.45
Beech, Kelly	$4,041.07
Hughes, Molly J.	$2,423.43
LaRue, William	$2,945.22
Lynn, Jesse	$1,930.98
Maier, Shelly R	$2,401.96
McMann, James M	$1,669.50
Payne, Morgan	$1,710.33
Riepma, Kelly R.	$2,512.70
Vinsant, Paul	$3,485.42
Wadlington, Jimmy R.	$1,697.41
APRIL 2016 PAYROLL VOUCHERS	
Total 31575	$3,782.85
Total 31576	$9,091.17
Total 31577	$1,727.91
Total 31578	$520.00
Total 31579	$8,509.61
Total 31580	$220.00
Total 31581	$13,616.40
Total	**$71,576.74**

May 2016 Voucher Directory	
Number	Amount
Total 31583	$25.00
Total 31584	$150.00
Total 31585	$984.62
Total 31586	$450.00
Total 31587	$178.18
Total 31588	$46.42
Total 31589	$1,987.51
Total 31590	$133.06
Total 31591	$1,250.00
Total 31592	$663.06
Total 31593	$2,596.19
Total 31594	$764.51
Total 31595	$56.80
Total 31596	$527.02
Total 31597	$1,163.23
Total 31598	$426.13
Total 31599	$54.70
Total 31600	$3,875.10
Total 31601	$1,061.25
Total 31602	$7,532.00
Total 31603	$2,503.25
Total 31604	$28.35
Total 31605	$210.06
Total 31606	$1,085.91
Total 31607	$220.92
Total 31608	$2,989.56
Total 31609	$4.11
Total 31610	$41.45
Total 31611	$385.00
Total 31612	$171,514.66
Total 31613	$1,112.00
Total 31614	$1,000.00
Total 31615	$68.71
Total 31616	$232.50
Total 31617	$161.89
Total 31618	$533.85
Total 31619	$132.45
Total 31620	$15,098.42
Total 31621	$1,906.50
Total 31622	$56.38
Total 31623	$390.29
Total 31624	$81.06
Total 31625	$129.77
Total 31626	$385.03
Total 31627	$190.49
Total 31628	$402.33
Total 31629	$8,488.76
Total 31630	$11,091.78
Total 31631	$1,050.00
Total 31632	$356.25
Total 31633	$731.50
Total 31634	$178.27
Total 31635	$43.48
Total 31636	$1,680.00
Total 31637	$9,330.38
Total 31638	$2,250.00
Total 31639	$10.32
Total 31640	$2,100.00
Total 31641	$600.00
Total 31642	$4,094.75
Total 31643	$20.39
Total 31644	$1,575.00
Total 31645	$20.64
Total EFT Payment	$3,924.01
Total	**$272,335.25**

Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
*Temporary Vendor					
	31583		2016 - May - May Manuals		
		042816		Kim Welch	
			Facility Rental Cancellation Refund		
			001-000-000-362-40-00-00	Facility Rentals	$25.00
		Total 042816			$25.00
	Total 31583				$25.00
	31584		2016 - May - May Manuals		
		050416		Valerie Kendrick	
			Facility Rental Cancellation Refund		
			001-000-000-362-40-00-00	Facility Rentals	$150.00
		Total 050416			$150.00
	Total 31584				$150.00
	31585		2016 - May - May Manuals		
		051216		Front Street Grill	
			Penn Cove Water Festival BBQ		
			104-000-000-557-30-31-00	Office & Operating	$984.62
		Total 051216			$984.62
	Total 31585				$984.62
	31586		2016 - May - May Manuals		
		1800111-89202622		WPTA 2016 Conference	
			WPTA Conference Registration		
			001-000-000-514-00-43-00	Travel - Adm	$225.00
			Shelly Maier		
			001-000-000-514-00-43-00	Travel - Adm	$225.00
			Kelly Beech		
		Total 1800111-89202622			$450.00
	Total 31586				$450.00
Total *Temporary Vendor					$1,609.62
Ace Hardware					
	31587		2016 - May - May Manuals		
		270003			
			V-18 Parts		
			001-000-000-576-80-31-00	Office & Operating Parks	$0.43
			101-000-000-542-71-31-00	Office & Operating - Roadside	$0.42
			401-000-000-538-30-31-00	Office & Operating	$0.85
		Total 270003			$1.70

Vendor	Number	Reference	Account Number	Description	Amount
		270255			
			Well 1-06 Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	$87.61
		Total 270255			$87.61
		270709			
			Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$27.17
			401-000-000-538-30-31-00	Office & Operating	$27.17
		Total 270709			$54.34
		270710			
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	$34.53
		Total 270710			$34.53
	Total 31587				$178.18
Total Ace Hardware					$178.18
AT&T Mobility					
	31588		2016 - May - May Manuals		
		287244041563X05052016			
			Utilities Cell Phone		
			401-000-000-534-80-42-00	Communication - Water	$23.21
			401-000-000-535-80-42-00	Communications - Sewer	$23.21
		Total 287244041563X05052016			$46.42
	Total 31588				$46.42
Total AT&T Mobility					$46.42
Avocet Environmental Test					
	31611		2016 - May - May A/P		
		1601369-IN			
			Water Testing		
			401-000-000-534-80-41-00	Professional Services - Water	$216.00
		Total 1601369-IN			$216.00
		1601390-IN			
			Sewer Testing		
			401-000-000-535-80-41-00	Professional Services - Sewer	$97.00
		Total 1601390-IN			$97.00
		1601445-IN			
			Water Testing		
			401-000-000-534-80-41-00	Professional Services - Water	$72.00
		Total 1601445-IN			$72.00
	Total 31611				$385.00
Total Avocet Environmental Test					$385.00

Vendor	Number	Reference	Account Number	Description		Amount
Berkadia						
	31589		**2016 - May - May Manuals**			
		01-058460-2 APR 2016				
			1979 W & S Bond Biannual			
			202-000-000-591-34-72-00	Principal Payment		$1,987.51
		Total 01-058460-2 APR 2016				**$1,987.51**
	Total 31589					**$1,987.51**
Total Berkadia						**$1,987.51**
C. Johnson Constr., Inc.						
	31612		**2016 - May - May A/P**			
		Payment #6				
			Madrona Way Improvement Phase II			
			101-000-000-595-30-63-03	Madrona Way ST Improvements		$171,514.66
		Total Payment #6				**$171,514.66**
	Total 31612					**$171,514.66**
Total C. Johnson Constr., Inc.						**$171,514.66**
Central Whidbey Island Fire & Rescue						
	31613		**2016 - May - May A/P**			
		04212016				
			2016 1st QTR Inspections- Partial Billing			
			001-000-000-522-00-51-00	Fire Dist 5 Contract -	Fire	$1,112.00
		Total 04212016				**$1,112.00**
	Total 31613					**$1,112.00**
Total Central Whidbey Island Fire & Rescue						**$1,112.00**
Coastwide Laboratories						
	31590		**2016 - May - May Manuals**			
		GW2868329-1				
			Supplies			
			001-000-000-575-50-31-00	Office & Operating	Com Ctr	$6.22
		Total GW2868329-1				**$6.22**
		NW2868329-2				
			Supplies			
			001-000-000-575-50-31-00	Office & Operating	Com Ctr	$44.40
		Total NW2868329-2				**$44.40**
		W2871623				
			Supplies			
			001-000-000-576-80-31-00	Office & Operating	Parks	$82.44
		Total W2871623				**$82.44**
	Total 31590					**$133.06**
Total Coastwide Laboratories						**$133.06**

Vendor	Number	Reference	Account Number	Description		Amount
Cohen, Manni, Theune & Manni LLP						
	31591		**2016 - May - May Manuals**			
		124				
			April Retainer			
			001-000-000-512-00-41-00	Professional Services	Court	$1,250.00
		Total 124				**$1,250.00**
	Total 31591					**$1,250.00**
Total Cohen, Manni, Theune & Manni LLP						**$1,250.00**
COMCAST						
	31592		**2016 - May - May Manuals**			
		8498 30 022 0155812- MAY 2016				
			Town Hall Internet & Phones			
			001-000-000-518-00-42-00	Communication -	CS	$260.76
		Total 8498 30 022 0155812- MAY 2016				**$260.76**
		8498 30 022 0156562- MAY 2016				
			Town Shop Internet & Phone			
			001-000-000-518-10-42-00	Communication -	Shop	$152.41
		Total 8498 30 022 0156562- MAY 2016				**$152.41**
		8498 30 022 0156752- MAY 2016				
			WWTP Internet & Phones			
			401-000-000-534-80-42-00	Communication - Water		$124.95
			401-000-000-535-80-42-00	Communications - Sewer		$124.94
		Total 8498 30 022 0156752- MAY 2016				**$249.89**
	Total 31592					**$663.06**
Total COMCAST						**$663.06**
Coupeville Chamber of Commerce						
	31614		**2016 - May - May A/P**			
		042916				
			Pass Through Grant from All-State Insurance			
			001-000-000-369-90-00-00	Miscellaneous Revenue		$1,000.00
		Total 042916				**$1,000.00**
	Total 31614					**$1,000.00**
Total Coupeville Chamber of Commerce						**$1,000.00**
Floors Plus Carpet One						
	31593		**2016 - May - May Manuals**			
		47643				
			Town Hall Remodel			
			001-000-000-518-00-41-00	Professional Services	CS	$2,596.19
		Total 47643				**$2,596.19**
	Total 31593					**$2,596.19**
Total Floors Plus Carpet One						**$2,596.19**

Vendor	Number	Reference	Account Number	Description		Amount
Frontier Building Supply						
	31594		**2016 - May - May Manuals**			
		2978				
			Town Hall Remodel			
			001-000-000-518-00-31-00	Office & Operating	CS	$728.29
		Total 2978				**$728.29**
		2992				
			Town Hall Remodel			
			001-000-000-518-00-31-00	Office & Operating	CS	$27.95
		Total 2992				**$27.95**
		3141				
			Town Hall Remodel			
			001-000-000-518-00-31-00	Office & Operating	CS	$8.27
		Total 3141				**$8.27**
	Total 31594					**$764.51**
	31615		**2016 - May - May A/P**			
		3420				
			Supplies			
			001-000-000-518-10-31-00	Office & Operating	Shop	$54.59
		Total 3420				**$54.59**
		3430				
			Sewer Tools			
			401-000-000-535-80-35-00	Small Tools & Equipment - Sewer		$14.12
		Total 3430				**$14.12**
	Total 31615					**$68.71**
Total Frontier Building Supply						**$833.22**
Frontier Communications						
	31595		**2016 - May - May Manuals**			
		360-678-1389-022608-5 MAY 2016				
			Front St. Lift Station			
			401-000-000-535-80-42-00	Communications - Sewer		$56.80
		Total 360-678-1389-022608-5 MAY 2016				**$56.80**
	Total 31595					**$56.80**
	31616		**2016 - May - May A/P**			
		360-678-1389-022608-5 JUN 2016				
			Front St. Lift Station			
			401-000-000-535-80-42-00	Communications - Sewer		$51.48
		Total 360-678-1389-022608-5 JUN 2016				**$51.48**
		360-678-3705-120115-5 JUN 2016				
			Vine St. Lift Station			
			401-000-000-535-80-42-00	Communications - Sewer		$53.39
		Total 360-678-3705-120115-5 JUN 2016				**$53.39**

Vendor	Number	Reference	Account Number	Description		Amount
		360-678-4864-021407-5 JUN 2016				
			Rec Hall Phone			
			001-000-000-575-50-42-00	Communication -	Com Ctr	$57.64
		Total 360-678-4864-021407-5 JUN 2016				$57.64
		360-678-9197-100113-5 JUN 2016				
			Fort Casey DSL			
			401-000-000-534-80-42-00	Communication - Water		$69.99
		Total 360-678-9197-100113-5 JUN 2016				$69.99
	Total 31616					$232.50
Total Frontier Communications						$289.30
George Bratton PE						
	31596		2016 - May - May Manuals			
		171- APR 2016				
			Engineering Services			
			401-000-000-534-80-41-00	Professional Services - Water		$263.51
			401-000-000-535-80-41-00	Professional Services - Sewer		$263.51
		Total 171- APR 2016				$527.02
	Total 31596					$527.02
Total George Bratton PE						$527.02
GreatAmerica Financial Services						
	31617		2016 - May - May A/P			
		18713040				
			One-time Set-up Fee			
			001-000-000-518-00-31-00	Office & Operating	CS	$161.89
		Total 18713040				$161.89
	Total 31617					$161.89
Total GreatAmerica Financial Services						$161.89
Heritage Bank						
	31597		2016 - May - May Manuals			
		100598310 - MAY 2016				
			Madrona Way Phase I Interim Loan Interest			
			304-000-720-594-35-65-00	2015 Madrona Way Project - Construction Account		$1,163.23
		Total 100598310 - MAY 2016				$1,163.23
	Total 31597					$1,163.23
Total Heritage Bank						$1,163.23
Island County E R & R Fund						
	31618		2016 - May - May A/P			
		16-00094 APR 2016				
			Fuel			
			001-000-000-576-80-32-00	Fuel -	Parks	$95.40
			101-000-000-542-71-32-00	Fuel - Roadside		$76.91
			401-000-000-534-80-32-00	Fuel - Water		$224.87
			401-000-000-535-80-32-00	Fuel - Sewer		$126.20

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-538-30-32-00	Fuel - Stormwater	$10.47
		Total 16-00094 APR 2016			**$533.85**
	Total 31618				**$533.85**
Total Island County E R & R Fund					**$533.85**
Island County Human Services					
	31619		2016 - May - May A/P		
		1st QTR 2016			
			2016- Q1 Liquor Tax		
			001-000-000-562-00-51-00	Health Dept Contract	$132.45
		Total 1st QTR 2016			**$132.45**
	Total 31619				**$132.45**
Total Island County Human Services					**$132.45**
Island County Planning & Community Development					
	31620		2016 - May - May A/P		
		CPV-017-16			
			2016 QTR 1		
			001-000-000-559-60-41-00	Professional Services - Bldg	$15,098.42
		Total CPV-017-16			**$15,098.42**
	Total 31620				**$15,098.42**
Total Island County Planning & Community Development					**$15,098.42**
Island County Solid Waste					
	31621		2016 - May - May A/P		
		3668			
			Biosolids & Solid Waste Disposal		
			401-000-000-535-80-47-02	Biosolids Disposal - Sewer	$1,835.00
			401-000-000-535-80-47-03	Solid Waste Disposal - Sewer	$71.50
		Total 3668			**$1,906.50**
	Total 31621				**$1,906.50**
Total Island County Solid Waste					**$1,906.50**
Island County Treasurer					
	31622		2016 - May - May A/P		
		1st QTR 2016- 5/18/16			
			1st QTR 2016 Court Assessment Distribution		
			001-000-000-586-12-00-00	I.c.-Crime Vict/witness Prog	$56.38
		Total 1st QTR 2016- 5/18/16			**$56.38**
	Total 31622				**$56.38**
Total Island County Treasurer					**$56.38**

Vendor	Number	Reference	Account Number	Description		Amount
Island Disposal, Inc.						
	31623		**2016 - May - May A/P**			
		2144-134887				
			Town Clean Up Day			
			001-000-000-518-00-47-00	Utilities -	CS	$390.29
		Total 2144-134887				**$390.29**
	Total 31623					**$390.29**
Total Island Disposal, Inc.						**$390.29**
KCDA Purchasing Cooperative						
	31624		**2016 - May - May A/P**			
		300027193				
			Copy Paper			
			001-000-000-518-00-31-00	Office & Operating	CS	$81.06
		Total 300027193				**$81.06**
	Total 31624					**$81.06**
Total KCDA Purchasing Cooperative						**$81.06**
Konica Minolta Business Solutions						
	31625		**2016 - May - May A/P**			
		239394397				
			Final Bill on Old Copier			
			001-000-000-518-00-45-00	Rentals & Leases -	CS	$129.77
		Total 239394397				**$129.77**
	Total 31625					**$129.77**
Total Konica Minolta Business Solutions						**$129.77**
Maier, Shelly R.						
	31598		**2016 - May - May Manuals**			
		3/2016-Medical Reimbursement				
			Medical Reimbursement			
			631-000-000-589-00-00-00	Withdrawals		$182.84
		Total 3/2016-Medical Reimbursement				**$182.84**
		Travel/Expense Voucher				
			WSPTA Conference (4/12/16-4/15/16)			
			001-000-000-514-00-43-00	Travel -	Adm	$31.19
			Out-of-Pocket Expenses (Meals/Ferry)			
			001-000-000-514-00-43-00	Travel -	Adm	$212.10
			Mileage			
		Total Travel/Expense Voucher				**$243.29**
	Total 31598					**$426.13**
Total Maier, Shelly R.						**$426.13**

Vendor	Number	Reference	Account Number	Description		Amount
NCL Of Wisconsin, Inc.						
	31626		**2016 - May - May A/P**			
		372445				
			Testing Supplies			
			401-000-000-535-80-31-00	Office & Operating - Sewer		$385.03
		Total 372445				**$385.03**
	Total 31626					**$385.03**
Total NCL Of Wisconsin, Inc.						**$385.03**
Oak Harbor Auto Center/Auto Plus						
	31627		**2016 - May - May A/P**			
		001-273269				
			V-18, V-33, V-38 Supplies			
			001-000-000-576-80-31-00	Office & Operating	Parks	$17.87
			101-000-000-542-71-31-00	Office & Operating -	Roadside	$17.87
			401-000-000-538-30-31-00	Office & Operating		$35.73
		Total 001-273269				**$71.47**
		001-273573				
			V28 Parts			
			401-000-000-534-80-31-00	Office & Operating - Water		$11.90
			401-000-000-535-80-31-00	Office & Operating - Sewer		$107.12
		Total 001-273573				**$119.02**
	Total 31627					**$190.49**
Total Oak Harbor Auto Center/Auto Plus						**$190.49**
Office Depot						
	31599		**2016 - May - May Manuals**			
		834871014001				
			Supplies			
			001-000-000-518-00-31-00	Office & Operating	CS	$54.70
		Total 834871014001				**$54.70**
	Total 31599					**$54.70**
	31628		**2016 - May - May A/P**			
		836972423001				
			Console Table- Town Hall			
			001-000-000-518-00-31-00	Office & Operating	CS	$94.34
		Total 836972423001				**$94.34**
		836972577001				
			Supplies			
			001-000-000-518-00-31-00	Office & Operating	CS	$92.49
		Total 836972577001				**$92.49**
		840149842001				
			Supplies			
			001-000-000-518-00-31-00	Office & Operating	CS	$106.29
			001-000-000-518-10-31-00	Office & Operating	Shop	$25.40
		Total 840149842001				**$131.69**

Vendor	Number	Reference	Account Number	Description		Amount
		840149842002				
			Supplies			
			001-000-000-518-00-31-00	Office & Operating	CS	$6.55
		Total 840149842002				**$6.55**
		840150032001				
			Supplies			
			001-000-000-558-00-31-00	Office & Operating	Plan	$4.99
		Total 840150032001				**$4.99**
		840150033001				
			Supplies			
			001-000-000-518-10-31-00	Office & Operating	Shop	$72.27
		Total 840150033001				**$72.27**
	Total 31628					**$402.33**
Total Office Depot						**$457.03**
Puget Sound Energy						
	31600		**2016 - May - May Manuals**			
		200011387319 MAY 2016				
			Street Lighting			
			101-000-000-542-63-47-00	Utilities - Street Lighting		$1,778.31
		Total 200011387319 MAY 2016				**$1,778.31**
		200013296450 MAY 2016				
			WWTP			
			401-000-000-535-80-47-00	Utilities - Sewer		$2,087.71
		Total 200013296450 MAY 2016				**$2,087.71**
		220009680129 MAY 2016				
			Street Lighting			
			101-000-000-542-63-47-00	Utilities - Street Lighting		$9.08
		Total 220009680129 MAY 2016				**$9.08**
	Total 31600					**$3,875.10**
	31629		**2016 - May - May A/P**			
		200002603542- MAY 2016				
			Reservoir Telemetry			
			401-000-000-534-80-47-00	Utilities - Water		$10.21
		Total 200002603542- MAY 2016				**$10.21**
		200005235540- MAY 2016				
			Well-04			
			401-000-000-534-80-47-00	Utilities - Water		$38.33
		Total 200005235540- MAY 2016				**$38.33**
		200005603689- MAY 2016				
			Well 1-07			
			401-000-000-534-80-47-00	Utilities - Water		$31.90
		Total 200005603689- MAY 2016				**$31.90**

Vendor	Number	Reference	Account Number	Description		Amount
		200005833450- MAY 2016				
			Ft. Casey WTP			
			401-000-000-534-80-47-00	Utilities - Water		$2,383.00
		Total 200005833450- MAY 2016				**$2,383.00**
		200006097865- MAY 2016				
			Rec Hall			
			001-000-000-575-50-47-00	Utilities -	Com Ctr	$160.14
		Total 200006097865- MAY 2016				**$160.14**
		200009098936- MAY 2016				
			Town Park			
			001-000-000-576-80-47-00	Utilities -	Parks	$39.89
		Total 200009098936- MAY 2016				**$39.89**
		200011418114- MAY 2016				
			Pavilion			
			001-000-000-576-80-47-00	Utilities -	Parks	$10.84
		Total 200011418114- MAY 2016				**$10.84**
		200013296450- APRIL & MAY 2016				
			WWTP			
			401-000-000-535-80-47-00	Utilities - Sewer		$4,198.03
		Total 200013296450- APRIL & MAY 2016				**$4,198.03**
		200015370790- MAY 2016				
			Town Shop			
			001-000-000-518-10-47-00	Utilities -	Shop	$85.67
		Total 200015370790- MAY 2016				**$85.67**
		200015416577- MAY 2016				
			Town Hall			
			001-000-000-518-00-47-00	Utilities -	CS	$182.22
		Total 200015416577- MAY 2016				**$182.22**
		200016476455- MAY 2016				
			Town Restroom			
			001-000-000-576-80-47-00	Utilities -	Parks	$50.72
		Total 200016476455- MAY 2016				**$50.72**
		200017824224- MAY 2016				
			Well 1-06 & S Main Lift Station			
			401-000-000-534-80-47-00	Utilities - Water		$13.79
			401-000-000-535-80-47-00	Utilities - Sewer		$261.96
		Total 200017824224- MAY 2016				**$275.75**
		200020235921- MAY 2016				
			Front St. Lift Station			
			401-000-000-535-80-47-00	Utilities - Sewer		$152.72
		Total 200020235921- MAY 2016				**$152.72**

Vendor	Number	Reference	Account Number	Description		Amount
		200020236119- MAY 2016				
			Keystone Hill Well			
			401-000-000-534-80-47-00	Utilities - Water		$649.84
		Total 200020236119- MAY 2016				**$649.84**
		200020236523- MAY 2016				
			Cook's Corner			
			001-000-000-576-80-47-00	Utilities -	Parks	$10.89
		Total 200020236523- MAY 2016				**$10.89**
		200021137886- MAY 2016				
			Town WTP			
			401-000-000-534-80-47-00	Utilities - Water		$187.14
		Total 200021137886- MAY 2016				**$187.14**
		220000466767- MAY 2016				
			Lauren Lift Station			
			401-000-000-535-80-47-00	Utilities - Sewer		$21.47
		Total 220000466767- MAY 2016				**$21.47**
	Total 31629					**$8,488.76**
Total Puget Sound Energy						**$12,363.86**
Reichhardt & Ebe						
	31601		**2016 - May - May Manuals**			
		26298				
			WGH Expansion- Inspections			
			001-000-000-559-60-41-01	Special Project - Bldg		$1,061.25
		Total 26298				**$1,061.25**
	Total 31601					**$1,061.25**
	31630		**2016 - May - May A/P**			
		26369				
			Madrona Phase II			
			101-000-000-595-30-63-03	Madrona Way ST Improvements		$8,066.94
		Total 26369				**$8,066.94**
		26370				
			Professional Services- Engineer			
			001-000-000-539-00-41-00	Prof Services -	PW	$2,272.20
				APR 2016 General Engineering Costs		
			001-000-000-539-00-41-01	Prof Services - Special Project		$752.64
				WGH Engineering Costs		
		Total 26370				**$3,024.84**
	Total 31630					**$11,091.78**
Total Reichhardt & Ebe						**$12,153.03**

Vendor	Number	Reference	Account Number	Description	Amount
Renae's Videography and Cleaning					
	31631		**2016 - May - May A/P**		
		051316			
			Council Mtg. Recordings & Cleaning		
			001-000-000-511-60-41-00	Professional Services Council Videography	$650.00
			001-000-000-518-00-41-00	Professional Services CS Janitorial	$400.00
		Total 051316			**$1,050.00**
	Total 31631				**$1,050.00**
Total Renae's Videography and Cleaning					**$1,050.00**
Rural Development					
	31602		**2016 - May - May Manuals**		
		560150916001418/9107-01			
			Madrona Way Phase I USDA Bond		
			303-000-721-591-34-00-00	2015 Water Bond Principal Payment	$2,527.00
			303-000-721-592-34-00-00	2015 Water Bond Interest Payment	$5,005.00
		Total 560150916001418/9107-01			**$7,532.00**
	Total 31602				**$7,532.00**
Total Rural Development					**$7,532.00**
RWL Water USA					
	31603		**2016 - May - May Manuals**		
		ASI-002977			
			Aerator Parts		
			401-000-000-535-80-31-00	Office & Operating - Sewer	$2,503.25
		Total ASI-002977			**$2,503.25**
	Total 31603				**$2,503.25**
Total RWL Water USA					**$2,503.25**
Seattle Pump & Equipment Company					
	31604		**2016 - May - May Manuals**		
		16-1998			
			V-35 Parts		
			401-000-000-534-80-31-00	Office & Operating - Water	$7.09
			401-000-000-535-80-31-00	Office & Operating - Sewer	$14.18
			401-000-000-538-30-31-00	Office & Operating	$7.08
		Total 16-1998			**$28.35**
	Total 31604				**$28.35**
Total Seattle Pump & Equipment Company					**$28.35**

Vendor	Number	Reference	Account Number	Description		Amount
Skagit Farmers Supply						
	31605		**2016 - May - May Manuals**			
		2144861				
			001-000-000-518-10-32-00	Fuel -	Shop	$210.06
		Total 2144861				**$210.06**
	Total 31605					**$210.06**
Total Skagit Farmers Supply						**$210.06**
Skagit Surveyors & Engineers						
	31632		**2016 - May - May A/P**			
		60532				
			Consulting Planner			
			001-000-000-558-00-41-01	Professional Services-Planner		$356.25
		Total 60532				**$356.25**
	Total 31632					**$356.25**
Total Skagit Surveyors & Engineers						**$356.25**
Sound Publishing Inc						
	31633		**2016 - May - May A/P**			
		7680547				
			Advertising			
			001-000-000-511-60-44-00	Advertising	Council	$223.00
			001-000-000-514-00-44-00	Advertising	Adm	$83.36
			Employment Ad			
			001-000-000-558-00-44-00	Advertising	Plan	$97.25
		Total 7680547				**$403.61**
		WEX695668				
			CHS Track- Legal Notice			
			001-000-000-558-00-44-00	Advertising	Plan	$232.56
		Total WEX695668				**$232.56**
		WEX698398				
			HPC- Legal Notice			
			001-000-000-558-00-44-00	Advertising	Plan	$95.33
		Total WEX698398				**$95.33**
	Total 31633					**$731.50**
Total Sound Publishing Inc						**$731.50**
Sound Safety Products Co Inc						
	31634		**2016 - May - May A/P**			
		59345/1				
			Safety Gear			
			001-000-000-576-80-31-00	Office & Operating	Parks	$178.27
		Total 59345/1				**$178.27**
	Total 31634					**$178.27**
Total Sound Safety Products Co Inc						**$178.27**

Vendor	Number	Reference	Account Number	Description	Amount
Supplyworks					
	31606		**2016 - May - May Manuals**		
		364606962			
			Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	$1,085.91
		Total 364606962			**$1,085.91**
	Total 31606				**$1,085.91**
Total Supplyworks					**$1,085.91**
Surety Pest Control					
	31635		**2016 - May - May A/P**		
		1108006			
			Pest Control		
			401-000-000-534-80-41-00	Professional Services - Water	$43.48
		Total 1108006			**$43.48**
	Total 31635				**$43.48**
Total Surety Pest Control					**$43.48**
Tjoelker Enterprises, Inc.					
	31636		**2016 - May - May A/P**		
		041946			
			APR 2016 Biosolids Disposal		
			401-000-000-535-80-47-02	Biosolids Disposal - Sewer	$1,680.00
		Total 041946			**$1,680.00**
	Total 31636				**$1,680.00**
Total Tjoelker Enterprises, Inc.					**$1,680.00**
Town Of Coupeville					
	31637		**2016 - May - May A/P**		
		051816			
			2016 Q1 Utility Tax		
			401-000-000-534-80-54-00	Utility Taxes - Water	$5,164.41
			401-000-000-535-80-54-00	Utility Taxes - Sewer	$4,165.97
		Total 051816			**$9,330.38**
	Total 31637				**$9,330.38**
Total Town Of Coupeville					**$9,330.38**
Trust Board of Ebey's Landing NHR					
	31638		**2016 - May - May A/P**		
		16-012			
			1st QTR Design Review		
			001-000-000-558-00-41-03	Prof Svcs - Design/ebey's	$2,250.00
		Total 16-012			**$2,250.00**
	Total 31638				**$2,250.00**
Total Trust Board of Ebey's Landing NHR					**$2,250.00**

Vendor	Number	Reference	Account Number	Description	Amount
USA Blue Book					
	31607		**2016 - May - May Manuals**		
		926813			
			Testing Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	$220.92
		Total 926813			**$220.92**
	Total 31607				**$220.92**
Total USA Blue Book					**$220.92**
Utilities Underground Location Center					
	31639		**2016 - May - May A/P**		
		6040686			
			APR 2016 Locates		
			401-000-000-534-80-41-00	Professional Services - Water	$5.16
			401-000-000-535-80-41-00	Professional Services - Sewer	$5.16
		Total 6040686			**$10.32**
	Total 31639				**$10.32**
Total Utilities Underground Location Center					**$10.32**
Vac-Tank/Western Services					
	31640		**2016 - May - May A/P**		
		INV 3269			
			APR 2016 Biosolids Shipping		
			401-000-000-535-80-47-01	Biosolids Shipping - Sewer	$2,100.00
		Total INV 3269			**$2,100.00**
	Total 31640				**$2,100.00**
Total Vac-Tank/Western Services					**$2,100.00**
VISA					
	31608		**2016 - May - May Manuals**		
		Amazon (7604)			
			V-33 Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$32.18
			101-000-000-542-71-31-00	Office & Operating - Roadside	$32.18
			401-000-000-538-30-31-00	Office & Operating	$64.36
		Total Amazon (7604)			**$128.72**
		Campbell's Lodge- KB (7596)			
			WA Public Treasurers Conference		
			001-000-000-518-00-49-00	Miscellaneous - CS	$440.34
		Total Campbell's Lodge- KB (7596)			**$440.34**
		Campbell's Lodge- SM (7596)			
			WA Public Treasurers Conference		
			001-000-000-518-00-49-00	Miscellaneous - CS	$440.34
		Total Campbell's Lodge- SM (7596)			**$440.34**
		Frontier Ford (5963)			
			V-7 Class Action Repairs		
			401-000-000-534-80-41-00	Professional Services - Water	$675.31

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-535-80-41-00	Professional Services - Sewer	$75.03
		Total Frontier Ford (5963)			**$750.34**
		Full Source (7604)			
			Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$26.68
			Safety Gear		
			401-000-000-534-80-31-00	Office & Operating - Water	$26.69
			Safety Gear		
			401-000-000-535-80-31-00	Office & Operating - Sewer	$26.69
			Safety Gear		
			401-000-000-538-30-31-00	Office & Operating	$26.69
			Safety Gear		
		Total Full Source (7604)			**$106.75**
		Harbor Freight Tools (7604)			
			V-18, V-33, V-38 Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$11.68
			101-000-000-542-71-31-00	Office & Operating - Roadside	$11.67
			401-000-000-538-30-31-00	Office & Operating	$23.37
		Total Harbor Freight Tools (7604)			**$46.72**
		Home Depot (7604)			
			Town Hall Remodel		
			001-000-000-518-00-31-00	Office & Operating CS	$92.55
		Total Home Depot (7604)			**$92.55**
		Home Depot- 4/15/16- (7604)			
			Town Hall Remodel		
			001-000-000-518-00-31-00	Office & Operating CS	$194.57
		Total Home Depot- 4/15/16- (7604)			**$194.57**
		Home Depot- 4/19/16- (7604)			
			Town Hall Remodel		
			001-000-000-518-00-31-00	Office & Operating CS	$74.52
		Total Home Depot- 4/19/16- (7604)			**$74.52**
		Office Depot (5963)			
			Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	$81.52
			WWTP Printer		
			401-000-000-535-80-31-00	Office & Operating - Sewer	$81.52
			WWTP Printer		
		Total Office Depot (5963)			**$163.04**
		Office Depot (7604)			
			Supplies		
			001-000-000-518-10-31-00	Office & Operating Shop	$158.15
			Printer Ink		
		Total Office Depot (7604)			**$158.15**

Vendor	Number	Reference	Account Number	Description	Amount
		Register.com- APR 2016 (4277)			
			Domain Registration		
			001-000-000-518-00-42-00	Communication - CS	$4.99
		Total Register.com- APR 2016 (4277)			**$4.99**
		Staples (5914)			
			Utility Billing Envelope Folder		
			401-000-000-534-80-31-00	Office & Operating - Water	$135.87
			401-000-000-535-80-31-00	Office & Operating - Sewer	$135.87
		Total Staples (5914)			**$271.74**
		The Webstaurant Store (5914)			
			Supplies		
			001-000-000-575-50-31-00	Office & Operating Com Ctr	$60.93
				Rec Hall Warming Pans	
		Total The Webstaurant Store (5914)			**$60.93**
		USPS (7596)			
			Postage		
			001-000-000-518-00-42-00	Communication - CS	$6.45
		Total USPS (7596)			**$6.45**
		USPS- APR 2016 (5914)			
			Postage		
			001-000-000-558-00-42-00	Communication - Plan	$15.91
				HPC Packets	
		Total USPS- APR 2016 (5914)			**$15.91**
		WA ST Driver Licensing (7596)			
			New Hire Background Check		
			001-000-000-514-00-41-00	Professional Services Adm	$13.00
		Total WA ST Driver Licensing (7596)			**$13.00**
		WA ST Ferries (7596)			
			WA Public Treasurers Conference		
			001-000-000-514-00-43-00	Travel - Adm	$8.50
		Total WA ST Ferries (7596)			**$8.50**
		WSP Background Checks (7596)			
			New Hire Background Check		
			001-000-000-514-00-41-00	Professional Services Adm	$12.00
		Total WSP Background Checks (7596)			**$12.00**
	Total 31608				**$2,989.56**
Total VISA					**$2,989.56**

Vendor	Number	Reference	Account Number	Description	Amount
WA ST Dept Of Ecology					
	31641		**2016 - May - May A/P**		
		NR16370001			
			Lab Accreditation Fees		
			401-000-000-535-80-49-00	Miscellaneous - Sewer	$600.00
		Total NR16370001			**$600.00**
	Total 31641				**$600.00**
Total WA ST Dept Of Ecology					**$600.00**
WA ST Dept Of Revenue					
	EFT Payment 5/20/2016 2:31:29 PM - 1		**2016 - May - May A/P**		
		April 2016 Excise Tax			
			001-000-000-511-60-31-00	Office & Operating Council	$16.48
			001-000-000-525-60-31-00	Office/oper Supplies-Emer Svcs	$30.56
			001-000-000-558-00-31-00	Office & Operating Plan	$16.49
			401-000-000-534-80-31-00	Office & Operating - Water	$1.60
			401-000-000-534-80-53-00	Excise Taxes - Water	$2,815.12
			401-000-000-535-80-53-00	Excise Taxes - Sewer	$576.36
			401-000-000-535-80-53-00	Excise Taxes - Sewer	$467.40
		Total April 2016 Excise Tax			**$3,924.01**
	Total EFT Payment 5/20/2016 2:31:29 PM - 1				**$3,924.01**
Total WA ST Dept Of Revenue					**$3,924.01**
WA ST Treasurer's Office					
	31642		**2016 - May - May A/P**		
		1st QTR 2016 Court			
			1st QTR 2016 Court Assessment Distribution		
			001-000-000-386-89-09-00	Dui-DP Wsp Highway Acct	$14.69
			001-000-000-386-89-14-00	Highway Safety Acct	$4.07
			001-000-000-386-89-15-00	Dui-DP Death Inv Acct	$2.55
			001-000-000-586-83-00-00	W.s.-Emergency & Trauma Serv	$127.24
			001-000-000-586-83-31-00	W.s.- Auto Theft Prevention	$245.85
			001-000-000-586-83-32-00	W.s.- Traumatic Brain Injury	$48.97
			001-000-000-586-91-00-00	W.s.-Segregation (psea)	$1,769.60
			001-000-000-586-92-00-00	W.s.-Segregated (30% Psea)	$996.68
			001-000-000-586-93-00-00	W.s. Segregated (psea 3)	$27.83
			001-000-000-586-96-00-00	W.s.-Crime Lab Analysis	$1.78
			001-000-000-586-97-00-00	W.s.-Judicial Info System	$665.97
			001-000-000-586-99-00-00	W.s.-School Zone Safety Acct	$135.52
			001-000-000-589-10-00-00	Non-Expenditure - Bldg Permit	$54.00
		Total 1st QTR 2016 Court			**$4,094.75**
	Total 31642				**$4,094.75**
Total WA ST Treasurer's Office					**$4,094.75**

Vendor	Number	Reference	Account Number	Description	Amount
Washington Tractor					
	31643		**2016 - May - May A/P**		
		993750			
			V-18 Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$5.09
			101-000-000-542-71-31-00	Office & Operating - Roadside	$5.10
			401-000-000-538-30-31-00	Office & Operating	$10.20
		Total 993750			**$20.39**
	Total 31643				**$20.39**
Total Washington Tractor					**$20.39**
Weed, Graafstra & Associates, Inc., P.S.					
	31644		**2016 - May - May A/P**		
		4385-00M MAY 2016			
			Professional Services Legal		
			001-000-000-515-00-41-00	Professional Services Legal	$1,575.00
		Total 4385-00M MAY 2016			**$1,575.00**
	Total 31644				**$1,575.00**
Total Weed, Graafstra & Associates, Inc., P.S.					**$1,575.00**
Whidbey Auto Parts					
	31609		**2016 - May - May Manuals**		
		281864			
			V-18 Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	$1.02
			101-000-000-542-71-31-00	Office & Operating - Roadside	$1.03
			401-000-000-538-30-31-00	Office & Operating	$2.06
		Total 281864			**$4.11**
	Total 31609				**$4.11**
	31645		**2016 - May - May A/P**		
		283891			
			Sewer Tools		
			401-000-000-535-80-35-00	Small Tools & Equipment - Sewer	$20.64
		Total 283891			**$20.64**
	Total 31645				**$20.64**
Total Whidbey Auto Parts					**$24.75**
Whidbey Telecom					
	31610		**2016 - May - May Manuals**		
		3984518			
			Web Hosting		
			001-000-000-518-00-41-00	Professional Services CS	$41.45
		Total 3984518			**$41.45**
	Total 31610				**$41.45**
Total Whidbey Telecom					**$41.45**
Grand Total		**Vendor Count**	**55**		**$272,335.25**

STAFF REPORT

DATE: May 21, 2016

TO: Mayor Molly Hughes and Members of the Town Council

FROM: Kelly Beech

RE: Monthly Treasurer's Report

ATTACHMENTS: April 2016 - Reported Fund Balance & Actual Cash Balance Report; Monthly Revenue & Expenditure Report.

The only thing to note on April's reports are the change in the budgeted amounts. The expenditure amounts reflect the budgeted totals adopted with Ord. 725. This change should make it easier for Council to review monthly activity.

Ordinanace 725 is located in your copy of the Adopted 2016 Budget (page i). Budgeted Revenue totals and transfer amounts are listed on page 8 of the document.

April 30, 2016

Reported Fund Balance (Vision Schedule of Cash Activity)

	FUND	Beginning Balance	Cash In	Cash Out	Ending Balance
001	General Fund	$ 616,788.63	$154,062.97	$69,804.83	$ 701,046.77
101	Street/Arterial	$ 222,671.25	$14,600.86	$18,068.98	$ 219,203.13
104	Hotel/Motel Tax Fund	$ 49,377.93	$2,409.21		$ 51,787.14
105	Capital Improvement	$ 535,107.10	$5,424.83		$ 540,531.93
106	Drug Enforcement	$ 1,701.41	$0.55		$ 1,701.96
107	Harbor Imp.	$ 26,620.51	$8.60		$ 26,629.11
109	Park Impact	$ 65,506.04	$891.44		$ 66,397.48
202	1979 W/S Bond	$ 10,404.57	$3.36		$ 10,407.93
203	1975 W/S Bond	$ 796.54			$ 796.54
212	WWTP Loan	$ 95,096.88	$15.73	$46,411.55	$ 48,701.06
303	Capital Imp. Water	$ 940,444.42	($1,278.56)		$ 939,165.86
304	Capital Imp. Sewer	$ 367,157.92	($2,820.37)	$775.73	$ 363,561.82
401	Utility	$ 540,334.09	$108,162.78	$73,803.34	$ 574,693.53
621	Commemorative	$ 6,718.91	$2.17		$ 6,721.08
631	Cafeteria Plan	$ 306.57	$220.21		$ 526.78
ASP Reported Fund Balance		**$ 3,479,032.77**	**$ 281,703.78**	**$ 208,864.43**	**$ 3,551,872.12**
802	Claims Warrants	$ 201,939.72	$137,287.69	$278,959.50	$ 60,267.91
803	Payroll Warrants	$ 18,650.92	$37,467.94	$30,974.90	$ 25,143.96
ASP Reported Cash Balance		**$ 3,699,623.41**	**$ 456,459.41**	**$ 518,798.83**	**$ 3,637,283.99**

Actual Cash Balance (Bank Statements)

		Deposits	Withdrawals	April 30, 2016
Investments (LGIP)	***$ 3,169,283.21***	***$ 48,253.48***	***$ -***	***$ 3,217,536.69***
Whidbey Island Bank (WIB)	***$ 530,140.20***	***$ 233,450.30***	***$ 344,043.20***	***$ 419,547.30***
Petty Cash Fund	***$ 200.00***			***$ 200.00***
			WIB+Petty Cash	**$ 419,747.30**
NSF CK Returned	$ -	$ -	$ -	$ -
O/S Deposit	$ -	$ -	$ -	$ -
Cash Sheet Balance				$ -

Total Cash Balance (WIB+LGIP+Petty Cash)	**$ 3,637,283.99**
Outstanding Claim Warrants (802)	$ 60,267.91
Outstanding Payroll Warrants (803)	$ 25,143.96
Ending Fund Balance	**$ 3,551,872.12**

April 30, 2016 33%

Monthly Revenue Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Remaining	
001	General	$ 150,032.12	$ 489,514.90	$ 1,348,970.00	$ 859,455.10	36%
101	Street	$ 13,308.32	$ 285,655.94	$ 139,126.00	$ (146,529.94)	205%
104	Hotel/Motel Tax Fund	$ 2,409.21	$ 11,536.18	$ 40,045.00	$ 28,508.82	29%
105	Capital Improvement	$,5,424.83	$ 21,534.38	$ 49,000.00	$ 27,465.62	44%
106	Drug Enforcement	$ 0.55	$ 2.13	$ 2.00	$ (0.13)	107%
107	Harbor Improvements	$ 8.60	$ 1,546.91	$ 1,630.00	$ 83.09	95%
109	Park Impact Fee	$ 891.44	$ 1,821.95	$ 1,800.00	$ (21.95)	101%
202	79 Wtr & Swr Rev	$ 3.36	$ 13.00	$ 5,310.00	$ 5,297.00	0%
203	75 Wtr & Swr Rev	$ -	$ 0.47	$ -	$ (0.47)	0%
212	02 WWTP	$ 15.73	$ 103.93	$ 92,959.00	$ 92,855.07	0%
303	Capital for Water	$ 303.83	$ 10,168.84	$ 5,100.00	$ (5,068.84)	199%
304	Capital for Sewer	$ 118.37	$ 176,750.92	$ 34,650.00	$ (142,100.92)	510%
401	Utility	$ 108,162.78	$ 276,150.35	$ 971,450.00	$ 695,299.65	28%
621	Commemorative	$ 2.17	$ 8.40	$ 505.00	$ 496.60	2%
631	Cafeteria Plan	$ 220.21	$ 660.32	$ 6,005.00	$ 5,344.68	11%
		$ 280,901.52	$ 1,275,468.62	$ 2,696,552.00	$ 1,421,083.38	47%

April 30, 2016 33%

Monthly Expenditure Report for Budget Amounts

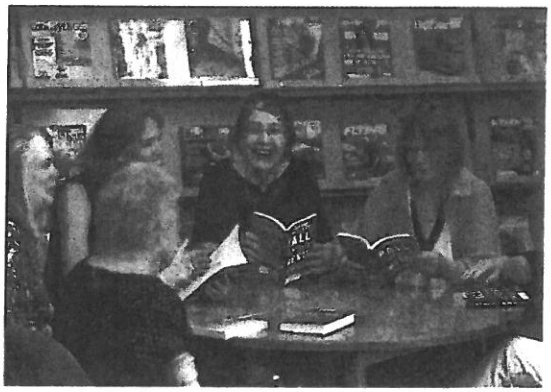
Fund	Name	Month to Date	Year to Date	Budgeted	Unexpended	
001	General	$ 65,773.98	$ 621,171.04	$ 1,451,395.00	$ 830,223.96	43%
101	Street	$ 16,776.44	$ 83,254.75	$ 148,685.00	$ 65,430.25	56%
104	Hotel/Motel Tax Fund	$ -	$ 4,744.88	$ 55,680.00	$ 50,935.12	9%
105	Capital Improvement	$ -	$ 39,918.11	$ 179,239.00	$ 139,320.89	22%
106	Drug Enforcement	$ -	$ -	$ 1,705.00	$ 1,705.00	0%
107	Harbor Improvements	$ -	$ 3.26	$ 26,796.00	$ 26,792.74	0%
109	Park Impact Fee	$ -	$ -	$ 62,896.00	$ 62,896.00	0%
202	79 Wtr & Swr Exp	$ -	$ -	$ 5,300.00	$ 5,300.00	0%
203	75 Wtr & Swr Exp	$ -	$ -	$ -	$ -	0%
212	02 WWTP	$ 46,411.55	$ 46,411.55	$ 92,824.00	$ 46,412.45	50%
303	Capital for Water	$ 1,582.39	$ 5,383.66	$ 615,015.00	$ 609,631.34	1%
304	Capital for Sewer	$ 3,714.47	$ 70,129.77	$ 453,750.00	$ 383,620.23	15%
401	Utility	$ 73,803.34	$ 272,397.10	$ 1,107,044.00	$ 834,646.90	25%
621	Commemorative	$ -	$ -	$ 7,718.00	$ 7,718.00	0%
631	Cafeteria Plan	$ -	$ -	$ 6,000.00	$ 6,000.00	0%
		$ 208,062.17	$ 1,143,414.12	$ 4,214,047.00	$ 3,070,632.88	27%

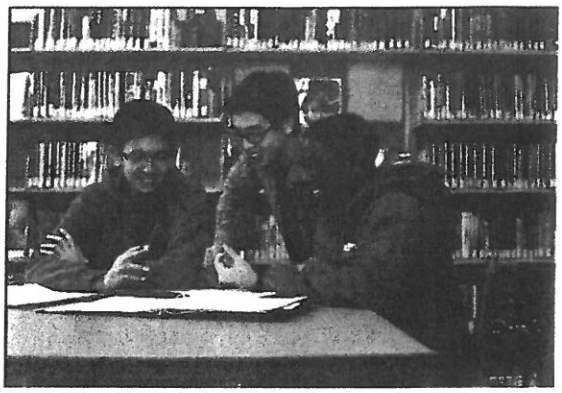
Ending Fund Balance $ 3,637,283.99 **Adjustment** $ -

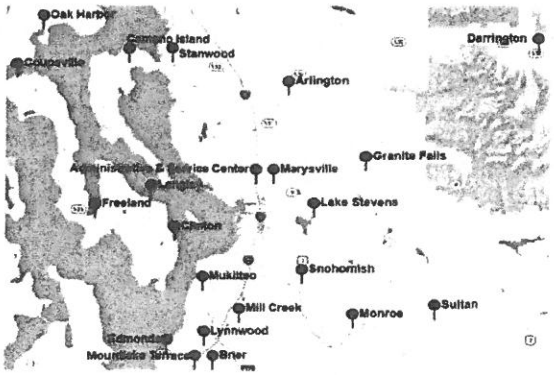
Available Fund Balance $ 3,551,872.12

Fund	Name		Fund	Name	
001	General	$ 745,955.12	212	02 WWTP	$ 48,701.06
101	Street	$ 219,203.13	303	Capital for Water	$ 939,046.03
104	Hotel/Motel Tax Fund	$ 51,787.14	304	Capital for Sewer	$ 363,681.65
105	Capital Improvement	$ 540,531.93	401	Utility	$ 529,785.18
106	Drug Enforcement	$ 1,701.96	621	Commemorative	$ 6,721.08
107	Harbor Improvements	$ 26,629.11	631	Cafeteria Plan	$ 526.78
109	Park Impact Fee	$ 66,397.48			
202	79 Wtr & Swr Rev	$ 10,407.93	802	Outstanding Warrants	$ 60,267.91
203	1975 W/S Bond	$ 796.54	803	Outstanding Payroll	$ 25,143.96

FYI- Love our library!



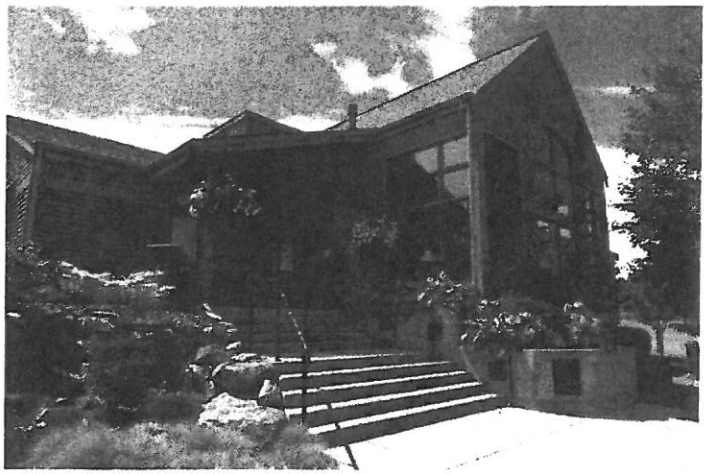


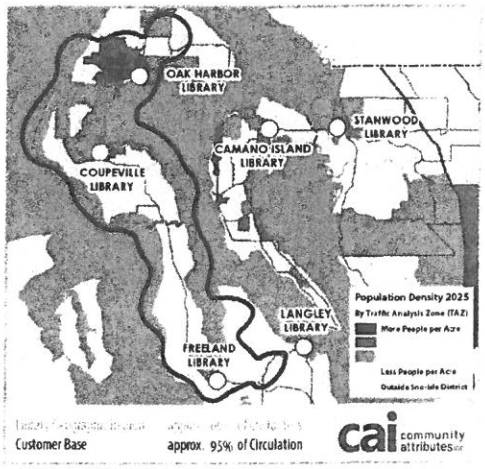


SNO-ISLE LIBRARIES

2016 - 2025 CAPITAL FACILITIES PLAN - DRAFT

Coupeville Community Library





Above, left: *The Coupeville Library serves central Whidbey Island.* ***Above right:*** *The orange line indicates area and percentage of customers associated with this library within the Library Geographic Region (see footnote below.) The purple line indicates area of addresses for customers who checked out the majority of items circulated by this library.*

Recommendation

Maintain the current facility.

Reasoning

The Coupeville Library was built in 1988 and expanded in 2010 to its current 6,000 square feet. The facility is well-sized to accommodate projected population growth. Public comments collected for this plan indicate that the current facility meets the community's needs. The following factors were also considered:

- The Coupeville Library has solar panels and a rain garden to help offset energy costs.
- The library is located two blocks from the historic business district.

Current library

The Coupeville Library was expanded in 2010. It includes a meeting room, reading room, a teen area and has more computers than other facilities of its size.

- **Use:** In 2014, the library circulated a total of 142,292 materials and averaged 51 visitors per hour.
- **Access:** On average, current customers travel seven miles to reach the Coupeville Library. Over one third (41 percent) of Coupeville's customers live more than five miles from the Library.
- **Size:** The Coupeville Library is 6,000 square feet. Based on population density, the library currently serves 1.5 people per square foot. With anticipated population growth, by 2025 the library would serve 1.6 people per square foot.

Growth impacts

By 2025, the area surrounding the Coupeville Library is expected to grow by 4 percent. Coupeville is anticipated to have a population density of three people per 10 acres in 2025.

Community comments

Sno-Isle Libraries asked the public and community leaders how they use the Coupeville Library, what they see as the most important spaces the library should have in the future and what changes to the library facility they recommend. Sno-Isle Libraries heard from Coupeville customers who said:

- The community appreciates the current library and its services.
- It is important for the library to have comfortable reading areas and meeting rooms.
- The 2010 building project successfully addressed the community's needs.

Sno-Isle Libraries also asked community members if they felt a new or improved library was needed. The majority of respondents (81.1 percent) said that renovations were not needed at the current Coupeville Library. A minority of respondents (13.5 percent) want the library to be renovated and a few (5.4 percent) want a new library. Both these groups reported a need for meeting spaces, event spaces and room for a larger collection of materials. Most respondents noted that some of these spaces were already provided at the current facility.

By the numbers

Below is a snapshot of the data considered for the Coupeville Library, including comparative numbers for the entire library district.

		Coupeville	Library district range
Library use	2014 check-outs/square foot	24	11-87
	2014 program attendance	5,371	536-23,289
	2014 visits/hour library open	51	17-136
Library access	Average distance customers in 2014 traveled to the library (miles)	7	2.1-7.3
	Percent of 2014 customers living more than 5 miles away from the library	41%	8-58%
	Percent of population below 200% of the Poverty Line	21%	14-42%
Population growth	2013 Town of Coupeville population	1,849	---
	2015 Library Geographic Region* population	9,115	2,519 - 164,733
	2015 population/square foot of library	1.5	0.6-22.3
	2025 Library Geographic Region* population	9,480	2,620 - 182,853
	2025 population/square foot	1.6	0.7-24.7
	Population growth between 2015-2025	4%	2-30%
	2025 population density (people/10 acres)	3	0-84
Community input	Does your community need a new or improved library? Percentages based on 37 responses.		
	No	81.1%	---
	Yes, renovate	13.5%	---

		Coupeville	Library district range
	Yes, build new	5.4%	---

**Sno-Isle Libraries used Census Block Groups to define the Library Geographic Region for Coupeville. Census Block Groups are a geographical unit used by the United States Census Bureau. They are the smallest geographical unit for which the Bureau publishes Census data and generally contain between 600 and 3,000 people. Coupeville's Library Geographic Region includes all Census Block Groups in the library district whose center points are closer to the Coupeville Library than any other library in the library district. This defined area was used to assess library access and population growth.*