



**TOWN COUNCIL MEETING  
AGENDA  
Island County Hearing Room  
February 25, 2014  
6:30 pm**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**CHANGES AND APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**Regular Meeting of January 28, 2014 and Special Meeting of February 10, 2014**

**MAYOR'S REPORT**

**AUDIENCE INPUT - See NOTE**

**PRESENTATION**

- 1. Coupeville Farmers Market – Peg Tennant**

**NEW BUSINESS**

- 2. Ordinance No. 712 – Amending Section 2.12.020 of the Coupeville Municipal Code (CMC), repealing Chapter 2.24 CMC “Civil Service – Commission” and enacting a new Chapter 2.24 CMC “Public Safety” – Staff recommends approval of ordinance in conjunction with the interlocal agreement with Island County for Law Enforcement Services.**
- 3. Resolution No. 14-01 authorizing investment of the Town of Coupeville Monies in the Local Government Investment Pool – Staff recommends approval of the Resolution 14-01 to authorize contribution and withdrawal of Town of Coupeville Monies in the LGIP.**
- 4. Approval of Special Event Permit Application for Penn Cove Mussel Festival 2014 – Staff recommends approval of the Special Event Permit for the Penn Cove Mussel Festival on March 7-9, 2014.**
- 5. Approval of February 25, 2014 Claims Vouchers/Warrants and January Payroll - Staff recommends approval of the January 28, 2014 claims vouchers/warrants #26384 to #26444 for a total of \$238,733.77; and January 2014 payroll warrants #14701 to #14732 for a total of \$88,187.25.**

**STAFF REPORTS**

**COUNCIL REPORTS**

**AUDIENCE INPUT - See NOTE**

**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.

**Town of Coupeville  
Regular Council Meeting  
January 28, 2014  
6:30 pm**

Mayor Conard called the Regular Meeting of the Coupeville Town Council to order at 6:30 pm.

**PRESENT:** Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Jackie Henderson, and Pat Powell.

**Council Action:** A motion was made by Councilmember Clay, second by Councilmember Henderson, to excuse Councilmember Molly Hughes. The motion passed 4-0.

**STAFF PRESENT:** Town Marshal Lance Davenport, Clerk-Treasurer Judy Thomas

**CHANGES AND APPROVAL OF THE AGENDA**

There were no changes to the Agenda.

**Council Action:** A motion was made by Councilmember Henderson, second by Councilmember Binder, to approve the Agenda as submitted. The motion passed 4-0.

**APPROVAL OF MINUTES**

The minutes of the Regular Meeting of Regular Meeting of January 14, 2014 were approved with the following correction: Page 3, Executive Session, should read, "...Mayor Conard, Councilmembers Binder, Clay, Henderson, Hughes and Powell, convened to executive session at 9:40 pm and reconvened to regular session at 10:10 pm. No action was taken.

**ADJOURNMENT:** 9:40 ~~pm~~ 10:10 pm",

**MAYOR'S REPORT**

- Mayor Conard attended the Ebey's Partners Meeting last Friday, along with representatives from Island County, Washington State Parks, and National Park Service, and had the opportunity to meet with Karen Taylor Goodrich (North Cascades Superintendent and Regional Supervisor over Ebey's Reserve), and also the new Ebey's Reserve Manager, Kristen Griffin. Kristen has been the Spokane (city and county) historic preservation officer since 2008 and is well regarded in what she has done there; also she is a board member of the Washington Trust for Historic Preservation. She started her career working with the National Park Service.
- Regarding the RTPO (Regional Transportation Policy Organization), the Town of Coupeville has qualified for additional funding for street resurfacing projects through the end of this year; similar to what we qualified for in 2013. We will wait until we have finalized the 2013 projects to see if we have the necessary matching funds for the 2014 projects.
- She explained that we have been putting together a small gym at the Water Treatment Plant for use by Town employees and council members, as part of our wellness program.
- We are currently advertising for two positions, the Maintenance Worker and the Clerk-Treasurer positions.
- The Town-hosted Short Course on Planning will be at Service Alternatives on February 5<sup>th</sup> and she asked Councilmembers to please let her know if they wished to attend.
- Saturday, February 1<sup>st</sup> is Sound Waters and noted that there is still time to register.

**NEW BUSINESS**

**Consider Interlocal Agreement with Island County for Law Enforcement Services - Mayor recommends a motion to approve the Interlocal Agreement with Island County and the Town of Coupeville for the Provision of Law Enforcement Services, effective March 1, 2014.**

Mayor Conard gave a recap from the discussion at the previous meeting about the interlocal agreement. She explained how this agreement came about as the result of staff turnover being an issue that peaked in October 2012; and the three options that were considered, as explained in her staff report.

Marshal Davenport noted that he has a plan in place for the department and it is ready to go if Council so chooses to not approve the interlocal agreement.

Council Action: A motion was made by Councilmember Henderson, second by Councilmember Clay, to approve the Interlocal Agreement with Island County and the Town of Coupeville for the Provision of Law Enforcement Services, effective March 1, 2014. The motion passed 4-0.

Marshal Davenport thanked Deputy Gowdey for all his help and cooperation over the past year.

Mayor Conard called for a recess at 6:58 and reconvened to regular session at 7:04 pm.

**Approval of January 28, 2014 Claims Vouchers/Warrants - Staff recommends approval of the January 28, 2014 claims vouchers/warrants #26340 to #26383 for a total of \$138,660.28.**

Several questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Henderson, second by Councilmember Binder, to approve the January 28, 2014 claims vouchers/warrants #26340 to #26383 for a total of \$138,660.28. The motion passed 4-0.

Mayor Conard noted that the furnace at the Rec Hall is in and operational.

**STAFF REPORTS**

Ms. Thomas provided a written report for November 2013 and explained that she is in the process of closing out 2013, and offered to answer any questions.

Town Marshal Davenport provided the statistical reports for November and December and offered to answer any questions. Councilmember Clay noted that according to the report there were only 10 burglaries in 2013, which is lower than recent years.

**COUNCIL REPORTS**

Councilmember Binder reported on Tourism and asked if council would like an update from Sherry Wyatt; and Council agreed that they would. Jill Johnson is the new chair of the Tourism Committee. They have a tourism commercial that will be on KOMO TV in March. Tourism in Island County is up 7.1 % and they were able to give Sherrye Wyatt a pay increase.

Councilmember Clay reported that the Island Transit Board met last week; everything is going fine at the new facility; people's attitudes are improved and everyone has more space. He reported on the most recent audit which included the \$24 million project, with which the auditors found no problems, but they found that Island Transit didn't have an adequate tracking system for the use of Transit vehicles and fuel cards. Ridership is up 2%. Last year at this time he spoke with state legislators in Olympia, but this year he's writing letters to maintain funding. RTPO met and discussed funding some projects around the County; there is some funding available for

repair and maintenance. The Law & Justice Council met, and Sheriff Brown and Greg Banks discussed the increased use of heroin and the increase in burglaries.

Councilmember Henderson commented that only 9% of the persons in rehab were heroin addicts; and the drugs of choice are still alcohol and marijuana. She attended the League of Women Voters Legislative Breakfast and Senator Bailey and Representatives Smith and Hayes discussed what they thought would happen in the legislature this session. Last Thursday was the national homeless count and there were a lot of people involved in this program; they will have those numbers within the next month; she cited the importance of accurate numbers and she will share that information at a future meeting.

### **AUDIENCE INPUT**

Catherine Ballay, lives on NE Jackson Street, Coupeville, explained that she is a member of the Citizen Health Advisory Board, and Jackie (Henderson) has talked with them about how we can interface. The Health Department has handouts and does presentations about many issues including: drug use, violence, physical activity, depression and suicide.

Mayor called for a short recess at 7:41 pm. ..

### **EXECUTIVE SESSION – Personnel Evaluation and Salary Proposal**

Mayor Conard called for executive session to discuss Personnel Evaluation and Salary Proposal for about 30 minutes. Mayor Conard, Councilmembers Binder, Clay, Henderson, and Powell, convened to executive session at 7:48 pm; and reconvened to regular session at 8:20 pm. No action was taken.

### **ADJOURNMENT: 8:20 pm**

Respectfully Submitted:

MAYOR:

\_\_\_\_\_  
Judy A Thomas, Clerk-Treasurer

\_\_\_\_\_  
Nancy Conard

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

**Town of Coupeville  
Special Council Meeting  
February 10, 2014  
1:00 pm**

Mayor Conard called the Special Meeting of the Coupeville Town Council to order at 1:00 pm.

**PRESENT:** Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Molly Hughes, Jackie Henderson, Pat Powell.

**STAFF PRESENT:** Town Marshal Lance Davenport

**EXECUTIVE SESSION** – **To receive and evaluate complaints or charges brought against a public official or employee**

Mayor Conard called for executive session to receive and evaluate complaints or charges brought against a public official or employee. Mayor Conard, Councilmembers Binder, Clay, Hughes, Henderson, Powell, and Marshal Davenport, convened to executive session at 1:00 pm for approximate one hour. At 1:40 pm Marshal Davenport was excused. At 2:00 pm Mayor Conard and Council reconvened to regular session. No action was taken.

**ADJOURNMENT:** 2:00 pm

Respectfully Submitted:

MAYOR:

\_\_\_\_\_  
Judy A Thomas, Clerk-Treasurer

\_\_\_\_\_  
Nancy Conard

## TOWN OF COUPEVILLE

From the Desk of Nancy Conard, Mayor

## M E M O R A N D U M

February 21, 2014

TO: Town Council

FROM: Nancy Conard *NC*

RE: Ordinance 712

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One additional piece of housekeeping to facilitate the contract for law enforcement services with Island County is contained in Ordinance 712. This ordinance revises existing Town Code to delete the requirement for a bond for the Town Marshal, delete the language establishing a Civil Service commission, and to acknowledge the contracting agency whenever the Town Code references Town Marshal, Police or other law enforcement titles.

The Town's attorney crafted the ordinance and has approved the changes to Town Code.

**Recommendation**

Motion to adopt Ordinance 712, amending Coupeville Municipal Code to reflect the change in law enforcement services as a result of the Interlocal Agreement with Island County.

## TOWN OF COUPEVILLE

### ORDINANCE NO. 712

AN ORDINANCE OF THE TOWN COUNCIL of the town of Coupeville Washington amending section 2.12.020 Coupeville Municipal Code (CMC), repealing chapter 2.24 CMC "civil service - commission" and enacting a new chapter 2.24 CMC "public safety"

Whereas the Town of Coupeville has negotiated and wishes to enter into an Interlocal Agreement with Island County, Washington to provide police services within the Town effective March 1, 2014;

Now, therefore, be it ordained by the Town Council of the Town of Coupeville, Washington as follows:

**Section 1.** Section 2.12.010 Coupeville Municipal Code is hereby amended to read as follows:

#### 2.12.010 – Bonds

A bond in the amount of fifty thousand dollars (\$50,000.00) shall be executed for the position of Town Clerk-Treasurer.

**Section 2.** Chapter 2.24 Coupeville Municipal Code "CIVIL SERVICE - COMMISSION" is hereby repealed in its entirety.

**Section 3.** A new Chapter 2.24 Coupeville Municipal Code entitled "PUBLIC SAFETY" is hereby enacted reading as follows:

#### **Chapter 2.24**

#### **PUBLIC SAFETY**

Sections:

2.24.010 Authority to Contract for Police Services

2.24.020 Designation of and Appointment of Chief Law Enforcement Officer

**2.24.010** Authority to Contract for Police Services

(A) The Town of Coupeville is authorized to contract for Police Services through an Interlocal Agreement with Island County or other municipal law enforcement agencies. Such agency shall be known as the "contract agency."

(B) All references in the Town of Coupeville Municipal Code to the "Police Department," "Police," "Marshal", "Town Marshal," "Department" (if in reference to "Police") "Police Department Chain of Command," "Police Chief," "Chief", "Chief's designee," "Police Officer," "Law Enforcement Officer," "Officer" or any other reference to a police, peace, or public safety officer of the Town, the authority, duties, and responsibilities of the same set out in the entire Coupeville Municipal Code and the ordinances and resolutions of the Town, shall apply, unless the context clearly indicates otherwise, to the contract agency.

**2.24.020 Designation of and Appointment of Chief Law Enforcement Officer**

The highest officer assigned by the contract agency to command police services within the Town under the Interlocal Agreement is hereby designated and appointed the chief law enforcement officer and/or Town Marshal or Marshal of the Town of Coupeville.

**Section 4.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 5.** This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the Town.

**Section 6.** This Ordinance shall be in full force and effect five (5) days after its publication or publication of the summary consisting of the title. The designation and appointment of a chief law enforcement officer or Town Marshal shall be in effect upon execution of the Interlocal Agreement with the contract agency.

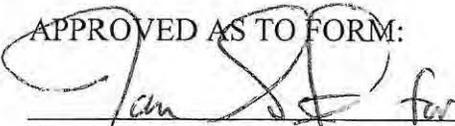
Said Ordinance was passed in open session by the Town Council of the Town of Coupeville on the 25<sup>th</sup> day of February, 2014, and signed in authentication of its passage this 25<sup>th</sup> day of February, 2014.

\_\_\_\_\_  
Nancy Conard, Mayor

ATTEST:

\_\_\_\_\_  
Judy A. Thomas, Town Clerk-Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Grant K. Weed, Town Attorney

ORDINANCE No. 712

DATE OF ADOPTION: February 25, 2014

DATE OF PUBLICATION: March 6, 2014

EFFECTIVE DATE: February 25, 2014

**STAFF REPORT**

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**DATE:** February 25, 2014  
**TO:** Mayor Nancy Conard and Members of the Town Council  
**FROM:** Judy Thomas   
**RE:** Resolution No. 14-01 authorizing investment of Town of Coupeville Monies in the Local Government Investment Pool (LGIP)  
**ATTACHMENTS:** Resolution No. 14-01  
LGIP Transaction Authorizing Form  
LGIP Prospectus – January 2014

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The Town of Coupeville is a member of the Local Government Investment Pool (LGIP). The LGIP is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer for investment and reinvestment, as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible government entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds.

In an effort to provide more clarity with respect to how the LGIP operates, and as a result of the recently amended WACs, the State Treasurer's Office has created a prospectus (copy attached) and is distributing it to all investors in the LGIP. As a result of the release of the LGIP Prospectus - January 2014, each local government investing in the LGIP is required to complete an updated resolution (Resolution No. 14-01), that acknowledges that the governmental body responsible for overseeing or making investment decisions has read and understands the prospectus. All participants in the LGIP are required to approve the resolution and submit it to the State Treasurer's Office by June 30, 2014. If the State Treasurer's office has not received the updated resolution by the deadline, they reserve the right to suspend the Town's participation in the pool.

The attached resolution was been reviewed, edited and 'approved as to form' by Town Attorney Grant Weed.

**RECOMMENDATION:**

Motion to approve Resolution No. 14-01 authorizing investment of Town of Coupeville monies in the Local Government Investment Pool.

**RESOLUTION NO. 14-01**

**A RESOLUTION** of the Town Council of Coupeville, Island County, Washington, Authorizing Investment of Town of Coupeville Monies in the Local Government Investment Pool.

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, Town of Coupeville, the "governmental entity", to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Town of Coupeville, "governing body" or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of this Resolution with the Office of the State Treasurer; and

WHEREAS the governing body and/or any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by its approval of this Resolution and the signature of its Mayor that the Town is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the Town Council of the Town of Coupeville, Washington does hereby authorize the Mayor to make contributions and withdrawals of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the Town of Coupeville has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Mayor and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates Nancy Conard, Mayor, the "authorized individual" to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the Town Council and/ or the Mayor acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

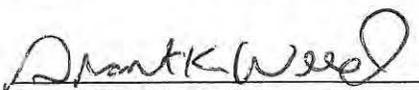
PASSED by the Town Council, and APPROVED by the Mayor of the Town of Coupeville, State of Washington on this 25<sup>th</sup> day of February, 2014.

MAYOR  
Town of Coupeville, Washington

\_\_\_\_\_  
Nancy Conard, Mayor

APPROVED AS TO FORM:

ATTEST:

  
\_\_\_\_\_  
Grant K. Weed, Town Attorney

\_\_\_\_\_  
Judy A. Thomas, Clerk-Treasurer

**LOCAL GOVERNMENT INVESTMENT POOL  
TRANSACTION AUTHORIZATION FORM**

Please fill out this form completely, including any existing information, as this form will replace the previous form.

Name of Entity: Town of Coupeville	Mailing Address:
Fax Number: 360-678-3299	PO Box 725
E-mail Contact: mayor@townofcoupeville.org	Coupeville, WA 98239

**Do you wish to have your monthly LGIP statements faxed to the number listed above?**

**Please note** – if you choose to receive statements via fax, you will not receive another copy via U.S. mail.

**YES**, please fax statements       **No**, please send statements via U.S. mail

**Bank account where funds will be wired when a withdrawal is requested.**

(Note: Funds **will not** be transferred to any account other than that listed).

Bank Name: Whidbey Island Bank
Branch Location: Coupeville, Washington
Bank Routing Number:
Account Number:
Account Name:

**Persons authorized to make deposits and withdrawals for the entity listed above.**

Name	Title	Signature	Telephone Number

**By signature below, I certify I am authorized to represent the institution/agency for the purpose of this transaction.**

<i>(Authorized Signature)</i>	<i>(Title)</i>	<i>(Date)</i>
<i>(Print Authorized Signature)</i>	<i>(E-mail Address)</i>	<i>(Telephone number)</i>

**Any changes to these instructions must be submitted in writing to the Office of the State Treasurer. Please mail this form to the address listed below:**

OFFICE OF THE STATE TREASURER  
LOCAL GOVERNMENT INVESTMENT POOL  
PO BOX 40200  
OLYMPIA, WA 98504-0200  
FAX: (360) 902-9044

<b>Date Received:</b> ___ / ___ / ___ <b>Fund Number:</b> _____ <i>(for LGIP use only)</i>
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State of Washington    )  
County of \_\_\_\_\_) ss.

Signed or attested before me by \_\_\_\_\_  
Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
*Signature of Notary*

**SEAL OR STAMP**

\_\_\_\_\_  
*Typed or printed name of Notary*  
Notary Public in and for the State of Wash.  
My appointment expires: \_\_\_\_\_

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LOCAL GOVERNMENT  
INVESTMENT POOL

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**Prospectus**

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January 2014



*James L. McIntire*

*Washington State Treasurer*

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## I. The LGIP

The Local Government Investment Pool (the "LGIP") is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer (the "State Treasurer") for investment and reinvestment as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible governmental entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds. In establishing the LGIP, the legislature recognized that not all eligible governmental entities are able to maximize the return on their temporary surplus funds, and therefore it provided a mechanism whereby they may, at their option, utilize the resources of the State Treasurer to maximize the potential of their surplus funds while ensuring the liquidity of those funds.

The State Treasurer has established a sub-pool within the LGIP whose shares are offered by means of this Prospectus: The LGIP-Money Market Fund (the "LGIP-MMF" or the "Fund"). The State Treasurer has the authority to establish additional sub-pools in the future.

The Fund offered in this Prospectus seeks to provide current income by investing in high-quality, short term money market instruments. These standards are specific to the Fund, as illustrated in the following table. The LGIP-MMF offers daily contributions and withdrawals.

### FUND SNAPSHOT

The table below provides a summary comparison of the Fund's investment types and sensitivity to interest rate risk. This current snapshot can be expected to vary over time.

Fund	Investment Types	Maximum Dollar-Weighted Average Maturity for LGIP-MMF
LGIP-Money Market Fund	Cash	60 days
Current Investments (as of November 1, 2013)	Bank Deposits US Treasury bills Repurchase agreements US Government agency obligations	

### Fees and Expenses

**Administrative Fee.** The State Treasurer charges pool participants a fee representing administration and recovery costs associated with the operation of the Fund. The administrative fee accrues daily from pool participants' earnings prior to the earnings being posted to their account. The administrative fee will be paid monthly. In the event that there are no earnings, the administrative fee will be deducted from principal.

The chart below illustrates the operating expenses of the LGIP-MMF for past years, expressed in basis points as a percentage of fund assets.

**Local Government Investment Pool-MMF  
Operating Expenses by Fiscal Year (in Basis Points)**

	2006	2007	2008	2009	2010	2011	2012	2013
<i>Total Operating Expenses</i>	1.12	0.96	0.84	0.88	0.64	0.81	0.68	0.87

(1 basis point = 0.01%)

Because most of the expenses of the LGIP-MMF are fixed costs, the fee (expressed as a percentage of fund assets) will be affected by: (i) the amount of operating expenses; and (ii) the assets of the LGIP-MMF. The table below shows how the fee (expressed as a percentage of fund assets) would change as the fund assets change, assuming an annual fund operating expenses amount of \$800,000.

Fund Assets	\$6.0 bn	\$8.0 bn	\$10.0 bn
Total Operating Expenses (in Basis Points)	1.33	1.0	.80

**Portfolio Turnover:** The Fund does not pay a commission or fee when it buys or sells securities (or “turns over” its portfolio). However, debt securities often trade with a bid/ask spread. Consequently, a higher portfolio turnover rate may generate higher transaction costs that could affect the Fund’s performance.

## II. Local Government Investment Pool – Money Market Fund

### Investment Objective

The LGIP-MMF will seek to effectively maximize the yield while maintaining liquidity and a stable share price of \$1.

### Principal Investment Strategies

The LGIP-MMF will seek to invest primarily in high-quality, short term money market instruments. Typically, at least 55% of the Fund’s assets will be invested in US government securities and repurchase agreements collateralized by those securities. The LGIP-MMF means a sub-pool of the LGIP whose investments will primarily be money market instruments. The LGIP-MMF will only invest in eligible investments permitted by state law. The LGIP-MMF will not be an SEC-registered money market fund and will not be required to follow SEC Rule 2a-7. Investments of the LGIP-MMF will conform to the LGIP Investment Policy, the most recent version of which will be posted on the LGIP website and will be available upon request.

### Principal Risks of Investing in the LGIP-Money Market Fund

**Counterparty Credit Risk.** A party to a transaction involving the Fund may fail to meet its obligations. This could cause the Fund to lose the benefit of the transaction or prevent the Fund from selling or buying other securities to implement its investment strategies.

**Interest Rate Risk.** The LGIP-MMF’s income may decline when interest rates fall. Because the Fund’s income is based on short-term interest rates, which can fluctuate significantly over short periods, income risk is expected to be high. In addition, interest rate increases can cause the price of a debt security to decrease and even lead to a loss of principal.

**Liquidity Risk.** Liquidity risk is the risk that the Fund will experience significant net withdrawals of Fund shares at a time when it cannot find willing buyers for its portfolio securities or can only sell its portfolio securities at a material loss.

**Management Risk.** Poor security selection or an ineffective investment strategy could cause the LGIP-MMF to underperform relevant benchmarks or other funds with a similar investment objective.

**Issuer Risk.** The LGIP-MMF is subject to the risk that debt issuers and other counterparties may not honor their obligations. Changes in an issuer's credit rating (e.g., a rating downgrade) or the market's perception of an issuer's creditworthiness could also affect the value of the Fund's investment in that issuer. The degree of credit risk depends on both the financial condition of the issuer and the terms of the obligation. Also, a decline in the credit quality of an issuer can cause the price of a money market security to decrease.

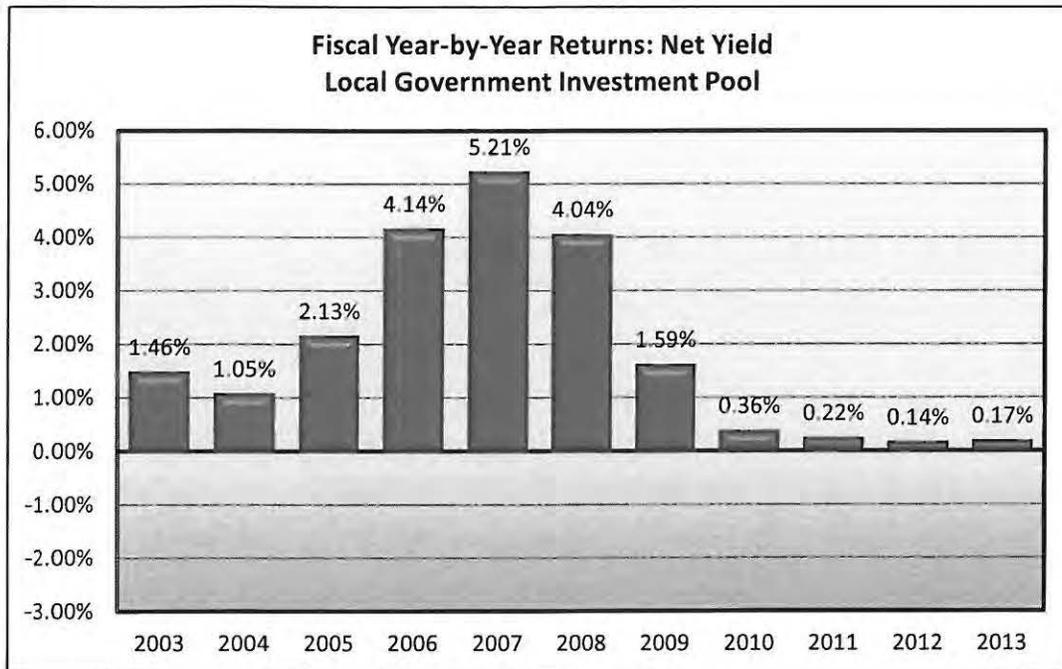
**Securities Lending Risk and Reverse Repurchase Agreement Risk.** The LGIP-MMF may engage in securities lending or in reverse repurchase agreements. Securities lending and reverse repurchase agreements involve the risk that the Fund may lose money because the borrower of the Fund's securities fails to return the securities in a timely manner or at all or the Fund's lending agent defaults on its obligations to indemnify the Fund, or such obligations prove unenforceable. The Fund could also lose money in the event of a decline in the value of the collateral provided for loaned securities or a decline in the value of any investments made with cash collateral.

**Risks Associated with use of Amortized Cost.** The use of amortized cost valuation means that the LGIP-MMF's share price may vary from its market value NAV per share. In the unlikely event that the State Treasurer were to determine that the extent of the deviation between the Fund's amortized cost per share and its market-based NAV per share may result in material dilution or other unfair results to shareholders, the State Treasurer may cause the Fund to take such action as it deems appropriate to eliminate or reduce to the extent practicable such dilution or unfair results.

**An investment in the LGIP-MMF is not a bank deposit and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of investments at \$1 per share, pool participants could lose money by investing in the LGIP-MMF. There is no assurance that the LGIP-MMF will achieve its investment objective.**

## Performance

The following information is intended to address the risks of investing in the LGIP-MMF. The information illustrates changes in the performance of the LGIP-MMF's shares from year to year. Returns are based on past results and are not an indication of future performance. Updated performance information may be obtained on our website at [www.tre.wa.gov](http://www.tre.wa.gov) or by calling the LGIP toll-free at 800-331-3284.



**Local Government Investment Pool-Money Market Fund**

**Average Accrued Net Yield**

<u>1 Year</u>	<u>3 years</u>	<u>5 years</u>	<u>10 years</u>
0.17%	0.19%	.52%	1.94%

**Transactions: LGIP-MMF**

**General Information**

The minimum transaction size (contributions or withdrawals) for the LGIP-MMF will be five thousand dollars. The State Treasurer may, in its sole discretion, allow for transactions of less than five thousand dollars.

**Valuing Shares**

The LGIP-MMF will be operated using a net asset value (NAV) calculation based on the amortized cost of all securities held such that the securities will be valued at their acquisition cost, plus accrued income, amortized daily.

The Fund's NAV will be the value of a single share. NAV will normally be calculated as of the close of business of the NYSE, usually 4:00 p.m. Eastern time. If the NYSE is closed on a particular day, the Fund will be priced on the next day the NYSE is open.

NAV will not be calculated and the Fund will not process contributions and withdrawals submitted on days when the Fund is not open for business. The time at which shares are priced and until which contributions and withdrawals are accepted is specified below and may be changed as permitted by the State Treasurer.

To the extent that the LGIP-MMF's assets are traded in other markets on days when the Fund is not open for business, the value of the Fund's assets may be affected on those days. In addition, trading in some of the Fund's assets may not occur on days when the Fund is open for business.

#### **Transaction Limitation**

The State Treasurer reserves the right at its sole discretion to set a minimum and/or maximum transaction amount from the LGIP-MMF and to limit the number of transactions, whether contribution, withdrawal, or transfer permitted in a day or any other given period of time.

The State Treasurer also reserves the right at its sole discretion to reject any proposed contribution, and in particular to reject any proposed contribution made by a pool participant engaged in behavior deemed by the State Treasurer to be abusive of the LGIP-MMF.

A pool participant may transfer funds from one LGIP-MMF account to another subject to the same time and contribution limits as set forth in WAC 210.10.060.

#### **Contributions**

Pool participants may make contributions to the LGIP-MMF on any business day. All contributions will be effected by electronic funds transfer to the account of the LGIP-MMF designated by the State Treasurer. It is the responsibility of each pool participant to pay any bank charges associated with such electronic transfers to the State Treasurer. Failure to wire funds by a pool participant after notification to the State Treasurer of an intended transfer will result in penalties. Penalties for failure to timely wire will be assessed to the account of the pool participant responsible.

**Notice.** To ensure same day credit, a pool participant must inform the State Treasurer of any contribution over one million dollars no later than 9 a.m. on the same day the contribution is made. Contributions for one million dollars or less can be requested at any time prior to 10 a.m. on the day of contribution. For all other contributions over one million dollars that are requested prior to 10 a.m., a pool participant may receive same day credit at the sole discretion of the State Treasurer. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which no notice is received prior to 10:00 a.m. will be credited as of the following business day.

Notice of contributions may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to State Treasurer's Treasury Management System ("TMS"). Please refer to the [LGIP-MMF Operations Manual](#) for specific instructions regarding contributions to the LGIP-MMF.

Direct deposits from the State of Washington will be credited on the same business day.

**Pricing.** Contribution requests received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that contribution date.

#### **Withdrawals**

Pool participants may withdraw funds from the LGIP-MMF on any business day. Each pool participant shall file with the State Treasurer a letter designating the financial institution at which funds withdrawn from the LGIP-MMF shall be deposited (the "Letter"). This Letter shall contain the name of the financial institution, the location of the financial institution, the account name, and the account number to which funds will be deposited. This Letter shall be signed by local officials authorized to receive and disburse funds, as described in WAC 210-10-020.

Disbursements from the LGIP-MMF will be effected by electronic funds transfer. Failure by the State Treasurer to wire funds to a pool participant after proper notification to the State Treasurer to disburse funds to a pool participant may result in a bank overdraft in the pool participant's bank account. The State Treasurer will reimburse a pool participant for such bank overdraft penalties charged to the pool participant's bank account.

**Notice.** In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal over one million dollars no later than 9 a.m. on the same day the withdrawal is made. Withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of withdrawal. For all other withdrawals from the LGIP-MMF over one million dollars that are requested prior to 10 a.m., a pool participant may receive such withdrawal on the same day it is requested at the sole discretion of the State Treasurer. No earnings will be credited on the date of withdrawal for the amounts withdrawn. Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

**Pricing.** Withdrawal requests with respect to the LGIP-MMF received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that withdrawal date.

**Suspension of Withdrawals.** If the State Treasurer has determined that the deviation between the Fund's amortized cost price per share and the current net asset value per share calculated using available market quotations (or an appropriate substitute that reflects current market conditions) may result in material dilution or other unfair results, the State Treasurer may, if it has determined irrevocably to liquidate the Fund, suspend withdrawals and payments of withdrawal proceeds in order to facilitate the permanent termination of the Fund in an orderly manner. The State Treasurer will distribute proceeds in liquidation as soon as practicable, subject to the possibility that certain assets may be illiquid, and subject to subsequent distribution, and the possibility that the State Treasurer may need to hold back a reserve to pay expenses.

The State Treasurer also may suspend redemptions if the New York Stock Exchange suspends trading or closes, if US bond markets are closed, or if the Securities and Exchange Commission declares an emergency. If any of these events were to occur, it would likely result in a delay in the pool participants' redemption proceeds.

The State Treasurer will notify pool participants within five business days of making a determination to suspend withdrawals and/or irrevocably liquidate the fund and the reason for such action.

## Earnings and Distribution

### **LGIP-MMF Daily Factor**

The LGIP-MMF daily factor is a net earnings figure that is calculated daily using the investment income earned (excluding realized gains or losses) each day, assuming daily amortization and/or accretion of income of all fixed income securities held by the Fund, less the administrative fee. The daily factor is reported on an annualized 7-day basis, using the daily factors from the previous 7 calendar days. The reporting of a 7-day annualized yield based solely on investment income which excludes realized gains or losses is an industry standard practice that allows for the fair comparison of funds that seek to maintain a constant NAV of \$1.00.

### **LGIP-MMF Actual Yield Factor**

The LGIP-MMF actual yield factor is a net daily earnings figure that is calculated using the total net earnings including realized gains and losses occurring each day, less the administrative fee.

### **Dividends**

The LGIP-MMF's dividends include any net realized capital gains or losses, as well as any other capital changes other than investment income, and are declared daily and distributed monthly.

### **Distribution**

The total net earnings of the LGIP-MMF will be declared daily and paid monthly to each pool participant's account in which the income was earned on a per-share basis. These funds will remain in the pool and earn additional interest unless withdrawn and sent to the pool participant's designated bank account as specified on the Authorization Form. Interest earned will be distributed monthly on the first business day of the following month.

### **Monthly Statements and Reporting**

On the first business day of every calendar month, each pool participant will be sent a monthly statement which includes the pool participant's beginning balance, contributions, withdrawals, transfers, administrative charges, earnings rate, earnings, and ending balance for the preceding calendar month. Also included with the statement will be the monthly enclosure. This report will contain information regarding the maturity structure of the portfolio and balances broken down by security type.

## **III. Management**

The State Treasurer is the manager of the LGIP-MMF and has overall responsibility for the general management and administration of the Fund. The State Treasurer has the authority to offer additional sub-pools within the LGIP at such times as the State Treasurer deems appropriate in its sole discretion.

**Administrator and Transfer Agent.** The State Treasurer will serve as the administrator and transfer agent for the Fund.

**Custodian.** A custodian for the Fund will be appointed in accordance with the terms of the LGIP Investment Policy.

## **IV. Miscellaneous**

### **Limitation of Liability**

All persons extending credit to, contracting with or having any claim against the Fund offered in this Prospectus shall look only to the assets of the Fund that such person extended credit to, contracted with or has a claim against, and none of (i) the State Treasurer, (ii) any subsequent sub-pool, (iii) any pool participant, (iv) the LGIP, or (v) the State Treasurer's officers, employees or agents (whether past, present or future), shall be liable therefor. The determination of the State Treasurer that assets, debts, liabilities, obligations, or expenses are allocable to the Fund shall be binding on all pool participants and on any person extending credit to or contracting with or having any claim against the LGIP or the Fund offered in this Prospectus. There is a remote risk that a court may not enforce these limitation of liability provisions.

**Amendments**

This Prospectus and the attached Investment Policy may be amended from time to time. Pool participants shall receive notice of changes to the Prospectus and the Investment Policy. The amended and restated documents will be posted on the State Treasurer website: [www.tre.wa.gov](http://www.tre.wa.gov).

Should the State Treasurer deem appropriate to offer additional sub-pools within the LGIP, said sub-pools will be offered by means of an amendment to this prospectus.

**LGIP-MMF Contact Information**

Internet: [www.tre.wa.gov](http://www.tre.wa.gov) Treasury Management System/TMS

Phone: 1-800-331-3284 (within Washington State)

Mail:

Office of the State Treasurer  
Local Government Investment Pool  
PO Box 40200  
Olympia, Washington 98504  
FAX: 360-902-9044

**STAFF REPORT**

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**TO:** Mayor Conard and Town Council  
**FROM:** Lance Davenport, Marshal  
**DATE:** February 19, 2014  
**SUBJECT:** Special Events Permit Application – Musselfest 2014

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The Coupeville Historic Waterfront Association (CHWA) has submitted a Special Events Permit Application for the 2014 Mussel Festival (Musselfest). The festival is scheduled for March 7 – 9, 2014, with the hours of operation set as 5:00 to 9:00 PM on Friday March 7<sup>th</sup>, 10:00 AM to 9:00 PM on Saturday March 8<sup>th</sup>, and from 10:00 AM to 4:00 PM on Sunday March 9<sup>th</sup>.

The applicant indicates there will be a large tent placed in the grass at northwest corner of the intersection NW Coveland and NW Alexander. The tent will be used for live music and for the service of beer during the operational hours on Saturday only. Beer service is scheduled to conclude at 9:00 PM. A second tent (10' by 40') will be located in the southwest corner of the Recreation Hall parking lot. Both tents will be delivered and erected on Wednesday March 5<sup>th</sup>, weather permitting. If weather conditions are not conducive to erecting the tents on Wednesday, they will be erected on Thursday.

The applicant is requesting that enough parking stalls (approximately six) to erect the tent in the southwest corner of the Recreation Hall parking lot be restricted for parking beginning late evening on Tuesday March 4<sup>th</sup> and continuing through Monday March 10<sup>th</sup>. Further, the applicant is requesting that the Recreation Hall parking lot be closed to vehicles, parking and otherwise, beginning early morning Saturday March 8<sup>th</sup> and continuing through the close of the event Sunday March 9<sup>th</sup>. Based on current Recreation Hall rentals filed, the applicant's requests would have minimal impact to those using the hall on March 4<sup>th</sup> and 5<sup>th</sup> – the Musselfest is occupying the Rec Hall for the remainder of the week. The Coupeville Marshal's Office would work with Public Works in coordinating and posting restrictions to meet this request.

The applicant has requested the use of the OSPC property and the field north of Town Hall for vendor and participant parking. Staff recommends *conditional approval* for the use of those properties for parking, provided that; Public Works gives their approval of use the week of the event (this decision would be weather and field condition based), AND, buses, motor homes, and other oversized vehicles not be allowed to park on those properties. These conditions have been expressed to the applicant and the applicant has agreed to abide by them. The applicant plans on requesting the use of School District properties for the parking of oversize vehicles.

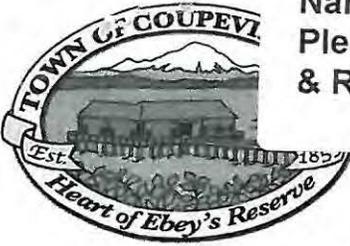
The applicant has requested the following street closures; NW Alexander from NW Coveland to NW Front Street, and NW Front Street from NW Alexander to North Main Street. Closures would begin at 9:00 AM Saturday March 8<sup>th</sup>, and continue through approximately 4:00 PM on Sunday March 9<sup>th</sup>. These are the same closures as last year's event.

The applicant has been directed to maintain access to all town utilities, in particular the lift station located near the intersection of NW Alexander and NW Front Street.

Lastly, the applicant has requested a police officer be present during the hours of operation on Saturday and Sunday. It is my recommendation that the Coupeville Marshal's Office provide a deputy per the request, provided that the town is reimbursed any costs for providing event security.

**Recommendation**

Staff recommends approval of the Musselfest 2014 Special Events Permit for March 7-9, 2014.



Nancy, Lance, Kelly, Willy:  
Please Review, Approve or Deny,  
& Return to me by 2/4/14.  
Thanks, Judy

Town of Coupeville

1111 Seventh ▪ PO Box 725 ▪ Coupeville WA 98239  
360.678.4461 ▪ 360.678.3299 Fax ▪ www.townofcoupeville.org

**SPECIAL EVENTS PERMIT APPLICATION**

Name of Applicant/Organization Coupeville Historic Waterfront Association  
Contact Person Cindy Olson Email Address: aquagifts@gmail.com  
Business Phone 678-0664 Home Phone 6785291 Cell Phone 360 632 1913  
Mailing Address: P.O. Box 454  
City Coupeville State wa Zip 98239  
Other Authorized Individuals Chuck Powell / Vickie Chambers  
Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Summary of proposed event:**

- a) Type of Activity Planned: (describe event):  
Penn Cove Musselfest 2014  
www.thepenncovemusselfest.com
- b) Date of proposed event: March 7, 8, 9, 2014
- c) Hours of operation: 3/7 fri 5-9, 3/8 sat. 10-9, 3/9 Sun. 10-4
- d) Set-Up date/time: Tent will be set up in Rec. Hall parking lot wed. 3/5/14
- e) Dismantling date/time: 3/9 + 3/10 Sunday eve. Monday morning
- f) Number of staff/volunteers involved in event on behalf of applicant: 100
- g) Estimated number of participants: 3500
- h) Will participants pay a fee or make a donation?  YES  NO (please circle)
- i) Number of vehicles, boats or other special equipment: 1 Boat, 2 tents
- j) Number of persons expected to attend the event: 3500
- k) Traffic or crowd control requirements: Rec Hall Parking lot  
baracaded and posted Tuesday evening to save space for tent.
- l) Street closures required: Alexander and  
Coveland from 3/8/14 9am to 3/9/14 5pm
- m) Safety and security measures required: \_\_\_\_\_
- n) Special effects (e.g. explosives, pyrotechnics, aircraft, etc.): Ø

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TOWN OF COUPEVILLE



- o) Animals being used: NO
- p) Other features: Bear Tent on Corner of Cleveland +
- q) Safety and security measures provided by the applicant: Alexander
- 
- r) Electric power, water and sewer requirements: Ø
- s) Portable restrooms provided by the applicant: YES

**INSURANCE:** The following insurance shall be required in connection with the issuance of a permit for a special event not protected under the First and Fourteenth Amendments of the U.S. Constitution: \$1,000,000 commercial general liability insurance per occurrence combined single limits, \$2,000,000 aggregate unless waived by the Town of Coupeville. The Clerk-Treasurer is authorized and directed to require written proof of such insurance prior to permit issuance. The insurance policy shall be written for a period not less than twenty-four (24) hours prior to the event and extending for a period not less than twenty-four (24) hours following the completion of the event, and shall contain a provision prohibiting cancellation of the policy, except upon thirty (30) days written notice to the Town of Coupeville.

Public Liability Insurance Company: Will Be faxed as available  
 Name of Company: Sue Blom/Koetge INS.  
 Policy Number: \_\_\_\_\_ Agent: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ Amount: \_\_\_\_\_

**PARTICIPANTS:** Any event which attracts 1,000 or more persons to Town Park, or any event that involves activities in both the Town Park and the Historic Commercial District and which attracts 100 or more persons, will require the closure of the pathway between the Town Park and the Historic Commercial District. In any such case, the applicant will be required to pay the Town a supplemental permit fee to cover the town's costs of installing and maintaining physical barriers to close the pathway during the course of the event.

**HOLD HARMLESS:** The applicant agrees to defend, indemnify and hold the Town of Coupeville, its agents, employees and officials, while acting within the scope of their duties, harmless from any and all claims, suits, demands and judgements including the attorney's fees and other costs of their defense, for public or private nuisance, inverse condemnation, personal injuries, property damage or death arising out of, occurring during or the result of activities or appliances of the applicant, his employees or otherwise, except for the sole negligence of the Town. The applicant further agrees to comply with all provisions of pertinent laws, rules and regulations. This permit may be revoked at any time.

Signed this 23 day of January, 2014.  
Cindy Olson  
 Signature of Applicant or Agent

## Request for street and parking lot closure

During this year's *Musselfest*, the CHWA would like to use Alexander and Front Streets (north of Coveland, and west of North Main), as well as the Rec Hall parking lot, in a manner that would require closure of these areas to through-traffic and parking.

The requested closures would be in effect from 9:00am on Saturday, March 8<sup>th</sup> until 4:00pm on Sunday, March 9<sup>th</sup>.

CHWA will provide signage indicating that businesses within these areas are open.

TOWN ACTION

Town Marshal Review SEE STAFF REPORT. 

Clerk-Treasurer Review  - need insurance

Public Works Review ACCESS TO ALL UTILITIES (LIFT STATION) MUST BE MAINTAINED AT ALL TIMES. 2/18/14 W. LaRue

Utilities Dept. Review \_\_\_\_\_

Referred to Town Council 2/25/14

Copied to Central Whidbey Fire & Rescue \_\_\_\_\_

Copy mailed to Applicant with Special Event Permit \_\_\_\_\_

Approved subject to the following conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT NUMBER	VENDOR NUMBER	VENDOR NAME	DATE ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
26396	9890	ACE HARDWARE	02/25/2014	234626	401 000 000 534 80 31 00	39.12
				WATER SUPPLIES	INVOICE TOTAL	39.12
					WARRANT TOTAL	39.12
26397	10090	ALL ISLAND LOCK/KEY	02/25/2014	47611	001 000 000 518 00 31 00	296.21
				REKEY TOWN HALL	INVOICE TOTAL	296.21
					WARRANT TOTAL	296.21
26398	10480	AMSAN	02/25/2014	303760151	001 000 000 576 80 31 00	288.32
				CLEANING SUPPLIES	INVOICE TOTAL	288.32
				304109044	401 000 000 534 80 31 00	1,107.33
				CHLORINE	INVOICE TOTAL	1,107.33
				304538036	001 000 000 576 80 31 00	351.81
				TRASH BAGS	INVOICE TOTAL	351.81
					WARRANT TOTAL	1,747.46
26384	12873	AT&T MOBILITY	02/12/2014	FEB/287244041563	001 000 000 518 10 42 00	112.05
				CELSVC-12/28/13-1/27/14	001 000 000 521 00 42 00	224.04
					001 000 000 539 00 42 00	37.34
					401 000 000 534 80 42 00	37.34
					401 000 000 535 80 42 00	37.34
					INVOICE TOTAL	448.11
					WARRANT TOTAL	448.11
26399	13300	AVOCET ENVIRONMENTAL TEST	02/25/2014	1400086-IN	401 000 000 535 80 41 00	54.00
				AMMONIA & NITRATE TESTS	INVOICE TOTAL	54.00
				1400175-IN	401 000 000 534 80 41 00	68.00
				COLIFORM TESTING	INVOICE TOTAL	68.00
				1400258-IN	401 000 000 535 80 41 00	35.00
				COLIFORM TESTING	INVOICE TOTAL	35.00
				1400322-IN	401 000 000 534 80 41 00	119.00
				CHLORIDE TESTING	INVOICE TOTAL	119.00
				1400372-IN	401 000 000 535 80 41 00	80.00
				AMMONIA & NITRATE TESTS	INVOICE TOTAL	80.00
				1400452-IN	401 000 000 534 80 41 00	46.00
				WATER TESTS	INVOICE TOTAL	46.00
				1400527-IN	401 000 000 534 80 41 00	68.00
				COLIFORM TESTING	INVOICE TOTAL	68.00

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR		DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
					WARRANT TOTAL	470.00
26400	21150	BARRON HEATING AIR CONDITIONING	02/25/2014	145012	001 000 000 596 18 00 00	16,789.80
				NEW FURNACE-REC HALL	INVOICE TOTAL	16,789.80
					WARRANT TOTAL	16,789.80
26401	25575	BIG ROCK DESIGNS	02/25/2014	10501	001 000 000 518 00 31 00	48.92
				NEWSLETTER-FEB 2014	INVOICE TOTAL	48.92
					WARRANT TOTAL	48.92
26402	31195	CASCADE COMPUTER MAINTENANCE, INC.	02/25/2014	9183175	001 000 000 518 00 48 00	5,898.09
				2014 SERVICE CONTRACT	401 000 000 534 80 48 00	250.59
					401 000 000 535 80 48 00	250.59
					INVOICE TOTAL	6,399.27
				9183178	001 000 000 518 00 48 00	521.76-
				CREDIT NEW SERVER MTC	INVOICE TOTAL	521.76-
				9183182	001 000 000 518 00 48 00	635.90
				PROPAK AV/15	INVOICE TOTAL	635.90
					WARRANT TOTAL	6,513.41
26403	36000	COHEN, MANNI & THEUNE	02/25/2014	102	001 000 000 512 00 41 00	1,250.00
				P/A FOR JAN & FEB 2014	001 000 000 512 00 41 00	1,250.00
					INVOICE TOTAL	2,500.00
					WARRANT TOTAL	2,500.00
26404	37185	CONSIDER IT DONE	02/25/2014	FEBRUARY 2014	001 000 000 514 00 41 00	172.50
				ADMIN & ARCHIVE SUPPORT	001 000 000 518 00 31 00	73.66
					001 000 000 518 00 41 00	180.00
					INVOICE TOTAL	426.16
					WARRANT TOTAL	426.16
26385	50710	DIAMOND RENTALS, INC.	02/12/2014	1-515021	001 000 000 575 50 31 00	391.32
				RENTAL-HEATERS	INVOICE TOTAL	391.32
					WARRANT TOTAL	391.32
26405	51680	DUTCH MAID LAUNDRY	02/25/2014	FEBRUARY 2014	001 000 000 521 00 49 00	20.65
				UNIFORMS-LAUNDRY-JAN'14	INVOICE TOTAL	20.65
					WARRANT TOTAL	20.65
26406	81330	GOWDEY, HODGES III	02/25/2014	FEBRUARY 2014	001 000 000 521 00 42 00	22.50
				CELL PHONE SVC-FEB '14	INVOICE TOTAL	22.50

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
						WARRANT TOTAL	22.50
26386	81725	GRAPHICS, ETC.	02/12/2014	2036	001 000 000 518 00 41 00		600.00
				7/13/13-1/31/14 WEBSITE		INVOICE TOTAL	600.00
						WARRANT TOTAL	600.00
26407	92276	HARRIS COMPUTER SYSTEMS	02/25/2014	XT00087719	001 000 000 518 00 31 00		246.48
				2013 TAX FORMS		INVOICE TOTAL	246.48
						WARRANT TOTAL	246.48
26408	103500	ISLAND COUNTY AUDITOR	02/25/2014	B0038257	001 000 000 511 00 51 00		516.69
				ELECTION SERVICES		INVOICE TOTAL	516.69
						WARRANT TOTAL	516.69
26409	105800	ISLAND COUNTY PLANNING &	02/25/2014	CPV-024-13	001 000 000 559 60 41 00		2,317.67
				BLDG PERMITS-NOV-DEC/13		INVOICE TOTAL	2,317.67
						WARRANT TOTAL	2,317.67
26410	106500	ISLAND COUNTY ROAD DEPT	02/25/2014	#13-00359	101 000 000 595 63 04 01		49,158.27
				FED GRANT TOWN MATCH		INVOICE TOTAL	49,158.27
				13-00355	101 000 000 542 64 31 00		3,102.33
				2013 STRIPING		INVOICE TOTAL	3,102.33
				13-00359	101 000 000 595 63 04 01		89,962.87
				TOWN SHARE-2013 OVRLY		INVOICE TOTAL	89,962.87
						WARRANT TOTAL	142,223.47
26411	107100	ISLAND COUNTY SOLID WASTE	02/25/2014	#2616--9128	401 000 000 535 80 47 02		3,432.00
				BIOSOLIDS PROCESSING		INVOICE TOTAL	3,432.00
				2616--9128	401 000 000 535 80 47 03		147.00
				GARBAGE		INVOICE TOTAL	147.00
						WARRANT TOTAL	3,579.00
26412	113075	JM ELECTRIC	02/25/2014	4213	001 000 000 596 18 00 00		1,135.56
				FURNACE-RH		INVOICE TOTAL	1,135.56
						WARRANT TOTAL	1,135.56
26413	130150	KCDA	02/25/2014	3769931	001 000 000 518 00 31 00		112.10
				COPY PAPER		INVOICE TOTAL	112.10
						WARRANT TOTAL	112.10

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
26387	131040	KENNEDY, SOLEA	02/12/2014	497	001 000 000 518 00 31 00		271.75
				WELLNESS CONSULTANT		INVOICE TOTAL	271.75
				505	001 000 000 518 00 31 00		706.55
				WELLNESS CONSULTANT		INVOICE TOTAL	706.55
						WARRANT TOTAL	978.30
26414	131800	KONICA MINOLTA	02/25/2014	227697369	001 000 000 518 00 45 00		153.29
				COPIER/PRINTER-JAN '14		INVOICE TOTAL	153.29
						WARRANT TOTAL	153.29
26415	132115	KUSCHNEREIT, MELODY	02/25/2014	FEBRUARY 2014	001 000 000 531 80 01 00		730.00
				CEC GRANT		INVOICE TOTAL	730.00
						WARRANT TOTAL	730.00
26416	152600	MICRO DATA	02/25/2014	41585	001 000 000 521 00 31 00		126.01
				INFRACTION BOOKS		INVOICE TOTAL	126.01
						WARRANT TOTAL	126.01
26417	154600	MONTOYA, MATTHEW J.	02/25/2014	105	001 000 000 512 00 41 00		900.00
				PUBLIC DEFENDER		INVOICE TOTAL	900.00
						WARRANT TOTAL	900.00
26418	160100	NCL OF WISCONSIN, INC.	02/25/2014	333943	401 000 000 535 80 31 00		334.17
				LAB SUPPLIES		INVOICE TOTAL	334.17
						WARRANT TOTAL	334.17
26419	163500	NURNBERG SCIENTIFIC	02/25/2014	0124309-IN	401 000 000 535 80 31 00		81.99
				GLOVES		INVOICE TOTAL	81.99
						WARRANT TOTAL	81.99
26388	166990	OAK HARBOR AUTO CENTER PARTS PLUS	02/12/2014	#001-189837	001 000 000 518 00 31 00		15.19
				GENERATOR SWITCH		INVOICE TOTAL	15.19
				001-189837	401 000 000 535 80 31 00		13.26
				FLOOR MAT-'06FRD RANGER		INVOICE TOTAL	13.26
				001-191796	401 000 000 535 80 31 00		133.87
				EMERG GENRATOR SUPPLIES		INVOICE TOTAL	133.87
						WARRANT TOTAL	162.32
26420	185486	PORTER GROUP LLC	02/25/2014	4305	001 000 000 531 50 41 07		2,185.00
				PC STRMTR REMD-SEP-DEC		INVOICE TOTAL	2,185.00

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR		DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
					WARRANT TOTAL	2,185.00
26421	185500	PRAIRIE CENTER RED APPLE	02/25/2014	001000631005	401 000 000 535 80 31 00	52.32
				DISTILLED WATER	INVOICE TOTAL	52.32
					WARRANT TOTAL	52.32
26422	187000	PUGET SOUND ENERGY	02/25/2014	FEBRUARY 2014	001 000 000 518 00 47 00	228.98
				ENERGY PAYMENTS	001 000 000 518 10 47 00	181.65
					001 000 000 575 50 47 00	232.82
					001 000 000 576 80 47 00	115.19
					101 000 000 542 63 47 00	1,836.05
					401 000 000 534 80 47 00	3,605.47
					401 000 000 535 80 47 00	2,581.41
					INVOICE TOTAL	8,781.57
					WARRANT TOTAL	8,781.57
26423	192430	RECALL SECURE DESTRUCTION SERVICES	02/25/2014	2137375917	001 000 000 518 00 41 00	264.55
				SHRED'NG-ARCHIVES-12/19	INVOICE TOTAL	264.55
					WARRANT TOTAL	264.55
26424	192600	REICHHARDT & EBE	02/25/2014	24508	101 000 000 595 30 63 03	1,502.27
				ENGINEERING-MADRONA	INVOICE TOTAL	1,502.27
					WARRANT TOTAL	1,502.27
26389	205580	SERENDIPITY CATERING	02/12/2014	[100]-FEB 2014	001 000 000 558 00 49 00	260.88
				HPC TRAINING-LUNCH-2/5	INVOICE TOTAL	260.88
					WARRANT TOTAL	260.88
26425	208665	SMITH, BRIDGET	02/25/2014	14-001	001 000 000 558 00 41 01	6,120.00
				FEB '14 CONSULTING SVC	001 000 000 559 60 41 00	1,980.00
					INVOICE TOTAL	8,100.00
					WARRANT TOTAL	8,100.00
26426	209415	SOUND PUBLISHING INC	02/25/2014	#615900	001 000 000 518 00 44 00	115.50
				SM WRK ROSTER AD	INVOICE TOTAL	115.50
				#617856	001 000 000 518 10 44 00	416.59
				MAINT WORKER AD	INVOICE TOTAL	416.59
				615900	001 000 000 511 00 44 00	199.80
				TC & PC AGENDAS	001 000 000 558 00 44 00	40.05
					INVOICE TOTAL	239.85
				617856	001 000 000 514 00 44 00	195.26
				CLERK-TREASURER AD	INVOICE TOTAL	195.26

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR		DATE				AMOUNT
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	
					WARRANT TOTAL	967.20
26427	212100	SURETY PEST CONTROL	02/25/2014	393748	401 000 000 534 80 41 00	43.48
				PEST CONTROL	INVOICE TOTAL	43.48
					WARRANT TOTAL	43.48
26390	220800	(TEMPORARY VENDOR)	02/12/2014	FEBRUARY 2014	401 000 000 343 40 10 00	88.88
				RFND-UTILITIES-503534.1	401 000 000 343 50 20 00	72.00
					INVOICE TOTAL	160.88
					WARRANT TOTAL	160.88
26428	220801	(TEMPORARY VENDOR)	02/25/2014	FEBRUARY 2014	001 000 000 362 40 00 00	150.00
				RFND REC HALL RENT FEE	INVOICE TOTAL	150.00
					WARRANT TOTAL	150.00
26429	221850	TJOELKER ENTERPRISES, INC.	02/25/2014	374729	401 000 000 535 80 47 02	2,680.00
				BIOSOLIDS DISPOSAL	INVOICE TOTAL	2,680.00
					WARRANT TOTAL	2,680.00
26430	231460	USA BLUE BOOK	02/25/2014	255062	401 000 000 535 80 31 00	152.21
				MEMBRANE KITS	INVOICE TOTAL	152.21
					WARRANT TOTAL	152.21
26431	231520	UTILITIES UNDERGROUND	02/25/2014	FEBRUARY 2014	401 000 000 534 80 41 00	5.80
				UNDERGROUND LOCATES	401 000 000 535 80 41 00	5.81
					INVOICE TOTAL	11.61
					WARRANT TOTAL	11.61
26432	240100	VAC-TANK/WESTERN SERVICES	02/25/2014	35058	401 000 000 535 80 47 01	550.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	550.00
				35059	401 000 000 535 80 47 01	275.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	275.00
				35491	401 000 000 535 80 47 01	350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
				35492	401 000 000 535 80 47 01	350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
				35497	401 000 000 535 80 47 01	350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
				35498	401 000 000 535 80 47 01	350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
				35610	401 000 000 535 80 47 01		350.00
				BIOSOLID SHIPPING	INVOICE TOTAL		350.00
				35611	401 000 000 535 80 47 01		350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL		350.00
				35635	401 000 000 535 80 47 01		350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL		350.00
				35636	401 000 000 535 80 47 01		350.00
				BIOSOLIDS SHIPPING	INVOICE TOTAL		350.00
				INV.2748	401 000 000 535 80 47 01		385.44
				FUEL SURCHARGE	INVOICE TOTAL		385.44
					WARRANT TOTAL		4,010.44
26391	240599	FRONTIER	02/12/2014	FEBRUARY 2014	001 000 000 518 00 42 00		456.25
				DSL-SHOP & PHONE SVCS	001 000 000 518 10 42 00		70.99
					401 000 000 534 80 42 00		93.85
					401 000 000 535 80 42 00		53.22
					401 000 000 535 80 42 00		93.85
					INVOICE TOTAL		768.16
					WARRANT TOTAL		768.16
26433	240599	FRONTIER	02/25/2014	2014 FEBRUARY	001 000 000 518 00 42 00		53.22
				DSL-FCWP & PHONE SVC	401 000 000 534 80 42 00		59.99
					INVOICE TOTAL		113.21
					WARRANT TOTAL		113.21
26434	240790	VINSANT, PAUL	02/25/2014	FEBRUARY 2014	401 000 000 534 80 42 00		11.25
				CELL PHONE SVC-FEB '14	401 000 000 535 80 42 00		11.25
					INVOICE TOTAL		22.50
					WARRANT TOTAL		22.50
26392	240900	VISA	02/12/2014	2516-01/03/2014	001 000 000 518 10 31 00		7.49
				WATER COOLER FAUCET	INVOICE TOTAL		7.49
				2516-01/09/2014	001 000 000 518 10 31 00		4.49-
				CR-WATER COOLER FAUCET	INVOICE TOTAL		4.49-
				2516-01/22/2014	001 000 000 518 00 42 00		70.60
				STAMPS	INVOICE TOTAL		70.60
				2516-12/30/2013	101 000 000 595 62 01 00		480.03
				FENCING MATERIALS	INVOICE TOTAL		480.03
				2540-01/10/2014	001 000 000 518 00 42 00		2.52

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
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WARRANT VENDOR		DATE	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
NUMBER	NUMBER	ISSUED			
			POSTAGE-TC PACKETS	INVOICE TOTAL	2.52
		2557-01/07/2014	001 000 000 521 00 49 00		25.00
			WAPRO MEMBRSHP DUES	INVOICE TOTAL	25.00
		2557-01/14/2014	001 000 000 521 00 48 00		43.48
			WINDSHIELD REPAIR	INVOICE TOTAL	43.48
		2565-01/08/2014	001 000 000 518 00 31 00		48.89
			POWER SUPPLIES-WELLNESS	INVOICE TOTAL	48.89
		2565-01/14/2014	401 000 000 534 80 31 00		496.76
			EMERGENCY WTR SUPPLIES	INVOICE TOTAL	496.76
				WARRANT TOTAL	1,170.28
26435	252710	02/25/2014	#2014-WA0029378	401 000 000 535 80 49 00	737.64
			WW PERMIT-1/1-6/30/14	INVOICE TOTAL	737.64
				WARRANT TOTAL	737.64
26436	253002	02/25/2014	#15550 9	401 000 000 534 80 49 00	1,936.30
			'14 WTR SYS CERT FEE	INVOICE TOTAL	1,936.30
				WARRANT TOTAL	1,936.30
26437	254500	02/25/2014	FEBRUARY 2014	401 000 000 534 80 53 00	914.66
			JAN 2014	401 000 000 535 80 53 00	134.31
				401 000 000 535 80 53 00	166.37
				401 000 000 535 80 53 00	166.37
				INVOICE TOTAL	1,048.97
				WARRANT TOTAL	1,048.97
26393	255602	02/12/2014	945088-10-2/FEB	001 000 000 518 10 20 00	16.07
			3RD QTR UI-2013	001 000 000 576 80 20 00	16.07
				101 000 000 542 30 20 00	16.08
				101 000 000 542 71 20 00	16.07
				401 000 000 534 80 20 00	16.07
				401 000 000 535 80 20 00	16.07
				INVOICE TOTAL	96.43
				WARRANT TOTAL	96.43
26438	257745	02/25/2014	349548	001 000 000 576 80 35 00	99.68
			HAND HELD BLOWER	101 000 000 542 30 35 00	99.69
				INVOICE TOTAL	199.37
				WARRANT TOTAL	199.37
26439	258100	02/25/2014	3271	401 000 000 535 80 31 00	1,744.08

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
				POLYMER		INVOICE TOTAL	1,744.08
						WARRANT TOTAL	1,744.08
26440	259075	WEED, GRAAFSTRA & BENSON, INC., P.S.	02/25/2014	83	001 000 000 515 00 41 00		2,082.50
				LEGAL SERVICES FOR JAN		INVOICE TOTAL	2,082.50
						WARRANT TOTAL	2,082.50
26441	262000	WHIDBEY ISLAND BANK	02/25/2014	FEBRUARY 2014	105 000 000 591 19 79 00		9,607.86
				2014 OSPC LOAN	105 000 000 592 19 83 00		5,070.91
						INVOICE TOTAL	14,678.77
						WARRANT TOTAL	14,678.77
26442	262100	WHIDBEY ISLAND ANIMAL CONTROL	02/25/2014	FEBRUARY 2014	001 000 000 521 00 51 01		150.00
				ANIMAL SVC FOR FEBRUARY		INVOICE TOTAL	150.00
						WARRANT TOTAL	150.00
26394	262300	WHIDBEY TELECOM	02/12/2014	3676585	001 000 000 518 00 42 00		19.95
				INTERNET SVC-FEB 2014	401 000 000 534 80 42 00		10.75
					401 000 000 535 80 42 00		10.75
						INVOICE TOTAL	41.45
						WARRANT TOTAL	41.45
26395	264200	WILSEY, LAUREL	02/12/2014	FEBRUARY 2014	001 000 000 518 00 31 00		34.25
				CLEANING SUPPLIES	001 000 000 575 50 31 00		41.84
						INVOICE TOTAL	76.09
						WARRANT TOTAL	76.09
26443	264200	WILSEY, LAUREL	02/25/2014	2014 FEBRUARY	631 000 000 589 00 00 00		148.90
				MEDICAL REIMBURSEMENT		INVOICE TOTAL	148.90
						WARRANT TOTAL	148.90
26444	264201	WILSEY, LAUREL	02/25/2014	FEBRUARY 2014	001 000 000 518 00 41 00		216.00
				CLEANING SERVICES	001 000 000 575 50 41 00		270.00
						INVOICE TOTAL	486.00
						WARRANT TOTAL	486.00
						RUN TOTAL	238,733.77

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

FUND	TITLE	AMOUNT
001	GENERAL FUND	51,759.22
101	STREET FUND	146,173.66
105	CAPITAL IMPROVEMENT FUND	14,678.77
401	UTILITY FUND	25,973.22
631	CAFETERIA PLAN	148.90
TOTAL		238,733.77

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
02/20/2014 (Printed 02/20/2014 13:04)

DEPARTMENT	AMOUNT
001 000 000	51,759.22
FUND GENERAL FUND	51,759.22
101 000 000	146,173.66
FUND STREET FUND	146,173.66
105 000 000	14,678.77
FUND CAPITAL IMPROVEMENT FUND	14,678.77
401 000 000	25,973.22
FUND UTILITY FUND	25,973.22
631 000 000	148.90
FUND CAFETERIA PLAN	148.90
TOTAL	238,733.77

TOWN OF COUPVILLE  
 PAYROLL WARRANT LIST

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WARRANT/CHECK	DESCRIPTION	DATE	TRAN	AMOUNT
14707	NANCY I. CONARD	01/31/2014	7	3,192.16
14701	JUDY A THOMAS	01/15/2014	7	1,000.00
14708	JUDY A THOMAS	01/31/2014	7	2,886.16
14709	LAUREL WILSEY	01/31/2014	7	1,466.69
14710	MARION L. GARNER	01/31/2014	7	1,670.68
14711	LANCE R. DAVENPORT	01/31/2014	7	5,002.24
14702	HODGES GOWDEY III	01/15/2014	7	1,000.00
14712	HODGES GOWDEY III	01/31/2014	7	4,592.77
14703	WILLIAM LARUE	01/15/2014	7	1,889.33
14713	WILLIAM LARUE	01/31/2014	7	2,817.01
14704	PAUL VINSANT	01/15/2014	7	1,000.00
14714	PAUL VINSANT	01/31/2014	7	2,375.88
14705	JESSE LYNN	01/15/2014	7	1,300.00
14715	JESSE LYNN	01/31/2014	7	1,710.70
14716	GREGORY R. CANE	01/31/2014	7	2,304.01
14717	DANIEL D. DALTON	01/31/2014	7	3,189.68
14718	LISA M. HEATHERLY	01/31/2014	7	223.95
14719	LORRAINE H. McCAULEY	01/31/2014	7	69.56
14706	KELLY R. RIEPMA	01/15/2014	7	1,400.00
14720	KELLY R. RIEPMA	01/31/2014	7	2,344.03
14721	LUCAS A. ADKINS	01/31/2014	7	1,997.08
14722	MARVIN E. LOLMAUGH	01/31/2014	7	505.84
14723	CHRISTIAN M. HIATT	01/31/2014	7	2,477.91
14724	TOWN OF COUPEVILLE	01/31/2014	7	18,743.88
14725	TOWN OF COUPEVILLE	01/31/2014	7	405.62
14726	DEPT. OF RETIREMENT-PERS	01/31/2014	7	5,211.51
14727	DEPT. OF RETIREMENT-LEOFF	01/31/2014	7	2,235.61
14728	DEPT. OF LABOR & INDUSTRY	01/31/2014	7	2,796.06
14729	AWC EMPLOYEE BENEFITS	01/31/2014	7	9,998.43
14730	COUPEVILLE DEPUTY	01/31/2014	7	65.00
14731	DEPT. OF RETIREMENT	01/31/2014	7	2,097.51
14732	AFLAC	01/31/2014	7	217.95
TOTALS				88,187.25

## STAFF REPORT

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**DATE:** February 25, 2014

**TO:** Mayor Nancy Conard and Members of the Town Council

**FROM:** Judy Thomas, Clerk-Treasurer

**RE:** Monthly Treasurers Reports

**ATTACHMENTS:** December 31, 2013 - Actual Cash Balance Report, GF Revenues & Expenditures, Monthly Revenue Report, Monthly Expenditure Report, Monthly Balance Sheet.

January 31, 2014 - Actual Cash Balance Report, GF Revenues & Expenditures, Monthly Revenue Report, Monthly Expenditure Report, Monthly Balance Sheet.

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I've been busy with year-end and first-of-the-year tasks, that couldn't be done until 2013 was closed.

**2013 Expenditures** - We closed 2013 with spending at conservative levels in all funds.

**2013 Revenues** - As you can see on the Monthly Revenue Report for December, the actual revenue for all funds was very close to what was budgeted.

As my retirement date nears, in early March, I have been working on cleaning up some files and getting them moved to the archives.

Upcoming special events in March, that don't require Council approval, are: Mussels in the Kettles on March 8, 2014 (a mountain bike ride to/from Coupeville and the Kettles Trails); and the Shamrock Fun Run on March 15, 2014 (a 5K run and kid dash from the elementary school, south on Main to Terry Road, west to Ebey Road, then north and east to the elementary school).

Please feel free to contact me if you have any questions about this report or anything on the agenda, at 678-4461, ext 7.

## Actual Cash Balance

December 31, 2013

FUND		Beginning Balance	Revenue	Expenditures	Ending Balance
001	General Fund	\$ 752,249.85	\$ 108,732.68	\$ 100,618.02	\$ 760,364.51
101	Street/Arterial	\$ 241,644.42	\$ 18,976.99	\$ 28,443.67	\$ 232,177.74
104	Hotel/Motel Tax Fund	\$ 47,573.56	\$ 2,902.39	\$ 17,139.43	\$ 33,336.52
105	Capital Improvement	\$ 451,166.48	\$ 7,956.37	\$ 4,725.90	\$ 454,396.95
106	Drug Enforcement	\$ 1,695.54	\$ 0.18	\$ -	\$ 1,695.72
107	Harbor Imp.	\$ 21,952.81	\$ 2.29	\$ -	\$ 21,955.10
109	Park Impact	\$ 58,319.88	\$ 876.08	\$ -	\$ 59,195.96
202	1979 W/S Bond	\$ 10,349.27	\$ 1.08	\$ -	\$ 10,350.35
203	1975 W/S Bond	\$ 12,845.16	\$ 1.34	\$ -	\$ 12,846.50
209	1994 PWTF Loan	\$ 3,492.76	\$ 0.36	\$ -	\$ 3,493.12
212	WWTP Loan	\$ 94,672.33	\$ 9.87	\$ -	\$ 94,682.20
303	Capital Imp. Water	\$ 637,439.99	\$ 66.09	\$ 3,495.00	\$ 634,011.08
304	Capital Imp. Sewer	\$ 516,287.38	\$ 54.39	\$ -	\$ 516,341.77
401	Utility	\$ 223,041.48	\$ 112,729.27	\$ 77,121.12	\$ 258,649.63
621	Commemorative	\$ 6,695.75	\$ 0.70	\$ -	\$ 6,696.45
631	Cafeteria Plan	\$ 5,186.57	\$ 961.75	\$ 1,212.66	\$ 4,935.66
<b>SUBTOTAL</b>		<b>\$ 3,084,613.23</b>	<b>\$ 253,271.83</b>	<b>\$ 232,755.80</b>	<b>\$ 3,105,129.26</b>
802	Claims Warrants	\$ 80,988.46	\$ 141,036.68	\$ 119,707.91	\$ 102,317.23
803	Payroll Warrants	\$ 85,754.12	\$ 88,577.32	\$ 88,275.24	\$ 86,056.20
<b>TOTAL ENDING BALANCE</b>		<b>\$ 3,251,355.81</b>	<b>\$ 482,885.83</b>	<b>\$ 440,738.95</b>	<b>\$ 3,293,502.69</b>

## Actual Bank Balance

	December 1, 2013	Deposits	Withdrawals	December 31, 2013
<i>Investments (LGIP)</i>	\$ 2,985,189.54	\$ 40,695.53		\$ 3,025,885.07
Cash Sheet	\$ 266,166.27	\$ 483,658.17	\$ 482,206.82	\$ 267,617.62
Petty Cash Fund	\$ (200.00)			\$ (200.00)
NSF CK Returned	\$ 151.69			\$ 151.69
<i>Cash Sheet Balance</i>	\$ -			\$ 267,569.31
<i>Whidbey Island Bank (WIB)</i>	\$ 265,966.27	\$ 228,399.16	\$ 226,796.12	\$ 267,569.31

### 2013 General Fund Revenues by Category

FUND	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Budget	%	Remaining
Beginning cash	594,986												594,986	594,986	100.0%	\$ (0)
Taxes	65,992	84,399	37,885	110,621	147,856	102,612	84,358	56,655	44,687	90,236	143,984	75,903	1,045,187	979,787	106.7%	\$ (65,400)
Licenses/Permits	8,112	891	1,310	1,384	9,863	2,766	7,795	1,510	1,723	10,705	1,488	11,757	59,303	44,075	134.5%	\$ (15,228)
Intergov	1,711	-	13,913	738	1,363	4,224	4,771	-	4,225	2,035	-	5,218	38,199	41,259	92.6%	\$ 3,060
Charges	1,129	1,489	5,237	1,472	582	2,143	419	2,507	4,262	5,247	1,106	2,680	28,274	23,600	119.8%	\$ (4,674)
Fines/Forfeits	159	370	401	971	928	399	477	1,111	556	1,859	2,190	2,359	11,779	6,010	196.0%	\$ (5,769)
Miscellaneous	4,082	3,289	2,108	3,459	1,453	2,404	2,434	790	5,157	2,092	3,178	5,922	36,367	30,737	118.3%	\$ (5,630)
Non-Revenue	98	220	198	474	241	409	223	536	494	824	1,130	980	5,828	6,100	95.5%	\$ 272
Transfer in	16,502	16,502	16,502	16,502	16,502	16,502	16,502	16,502	16,502	16,502	16,502	3,914	185,435	198,023	93.6%	\$ 12,588
Grants	2,565	-	6,080	1,710	-	-	-	83,970	-	-	1,568	-	95,893	545,923	17.6%	\$ 450,030
<b>TOTAL</b>	<b>695,337</b>	<b>107,159</b>	<b>77,555</b>	<b>141,702</b>	<b>180,497</b>	<b>131,459</b>	<b>116,980</b>	<b>163,580</b>	<b>77,606</b>	<b>129,500</b>	<b>171,145</b>	<b>108,733</b>	<b>2,101,252</b>	<b>2,470,500</b>	<b>85.1%</b>	<b>\$ 369,248</b>

### 2013 General Fund Expenditures by Category

FUND	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Budget	%	Remaining
Council	293	220	1,086	156	2,379	2,434	574	1,298	803	1,091	585	648	11,567	20,600	56.1%	\$ 9,033
Court	2,208	7,142	2,508	618	7,252	1,608	1,648	7,022	1,250	1,456	5,429	3,113	41,256	45,305	91.1%	\$ 4,049
Finance	31,108	26,891	20,330	26,243	24,396	20,401	19,914	19,605	9,886	19,803	19,213	19,673	257,461	290,912	88.5%	\$ 33,451
Legal Services	-	4,244	1,200	2,032	2,072	1,240	1,080	304	888	2,185	1,045	1,576	17,866	26,000	68.7%	\$ 8,134
Central Services	67,576	13,876	5,052	3,843	6,508	4,922	6,435	5,401	14,584	4,772	5,258	5,876	144,104	170,655	84.4%	\$ 26,551
Police	34,346	40,660	46,584	34,987	41,758	50,648	39,805	36,287	37,705	31,214	27,635	31,960	453,590	564,673	80.3%	\$ 111,083
Fire Control	-	-	-	2,712	-	1,976	-	1,216	-	-	2,680	-	8,584	8,000	107.3%	\$ (584)
Emergency Mgmt	-	195	1,830	114	-	-	125	787	-	66	299	330	3,746	20,000	18.7%	\$ 16,254
Envrmtl Presvtn	825	347	5,436	550	48,184	42,070	11,013	580	600	2,623	-	675	112,902	565,980	19.9%	\$ 453,078
Public Works	2,724	2,772	2,741	2,866	11,720	(875)	3,912	3,954	3,912	4,094	3,914	4,377	46,112	49,466	93.2%	\$ 3,354
Economic Dev	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	0.0%	\$ 2,000
Planning	33	4,700	1,800	2,450	6,335	6,570	6,892	2,883	6,414	4,580	8,800	5,971	57,428	81,450	70.5%	\$ 24,022
Building	3,404	2,817	2,817	3,863	3,066	2,817	3,143	1,192	2,333	2,310	2,405	8,949	39,715	37,420	106.1%	\$ (2,295)
Public Health	-	84	-	-	85	-	84	-	-	85	-	-	337	500	67.5%	\$ 163
Recreation	624	499	1,230	357	1,118	336	640	281	485	753	1,552	1,194	9,068	17,200	52.7%	\$ 8,132
Park	4,830	5,619	5,305	6,249	4,976	7,405	8,069	8,180	6,265	13,415	4,698	5,208	80,220	92,737	86.5%	\$ 12,517
Community Garder	-	-	-	-	-	-	-	-	-	-	-	-	-	300	0.0%	\$ 300
Disbursements	-	-	-	751	-	-	1,716	-	-	1,794	-	5,171	9,432	6,100	154.6%	\$ (3,332)
Capital Outlay	-	-	-	-	-	-	-	4,134	11,169	-	-	5,895	21,198	86,948	24.4%	\$ 65,750
Transfer to Street	-	-	-	-	-	-	-	-	-	26,300	-	-	26,300	26,300	100.0%	\$ -
WTSC Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	400	0.0%	\$ 400
<b>TOTAL</b>	<b>147,970</b>	<b>110,066</b>	<b>97,919</b>	<b>87,789</b>	<b>160,449</b>	<b>141,553</b>	<b>105,052</b>	<b>93,123</b>	<b>96,293</b>	<b>116,540</b>	<b>83,515</b>	<b>100,618</b>	<b>1,340,888</b>	<b>2,112,946</b>	<b>63.5%</b>	<b>\$ 772,058</b>
Ending Cash	-	-	-	-	-	-	-	-	-	-	-	-	760,364	357,554	212.7%	\$ (402,810)
Total Budget Amount	-	-	-	-	-	-	-	-	-	-	-	-	2,101,252	2,470,500	85.1%	\$ 369,248

December 31, 2013

Monthly Revenue Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Remaining
001	General	\$ 108,732.68	\$ 2,101,252.39	\$ 2,470,500.00	\$ 369,247.61
101	Street	\$ 18,976.99	\$ 469,105.60	\$ 1,269,850.00	\$ 800,744.40
104	Hotel/Motel Tax Fund	\$ 2,902.39	\$ 79,718.60	\$ 70,100.00	\$ (9,618.60)
105	Capital Improvement	\$ 7,956.37	\$ 485,019.51	\$ 498,000.00	\$ 12,980.49
106	Drug Enforcement	\$ 0.18	\$ 1,695.72	\$ 1,695.00	\$ (0.72)
107	Harbor Improvements	\$ 2.29	\$ 21,955.10	\$ 25,325.00	\$ 3,369.90
109	Park Impact Fee	\$ 876.08	\$ 59,195.96	\$ 59,920.00	\$ 724.04
202	79 Wtr & Swr Rev	\$ 1.08	\$ 15,750.35	\$ 15,200.00	\$ (550.35)
203	75 Wtr & Swr Rev	\$ 1.34	\$ 23,696.50	\$ 23,446.00	\$ (250.50)
209	95 PWTF	\$ 0.36	\$ 43,871.47	\$ 43,440.00	\$ (431.47)
212	02 WWTP	\$ 9.87	\$ 187,505.30	\$ 187,548.00	\$ 42.70
303	Capital for Water	\$ 66.09	\$ 637,506.08	\$ 630,200.00	\$ (7,306.08)
304	Capital for Sewer	\$ 54.39	\$ 516,601.77	\$ 520,300.00	\$ 3,698.23
401	Utility	\$ 112,729.27	\$ 1,215,028.39	\$ 1,200,436.00	\$ (14,592.39)
621	Commemorative	\$ 0.70	\$ 6,696.45	\$ 7,120.00	\$ 423.55
631	Cafeteria Plan	\$ 961.75	\$ 9,696.70	\$ 14,520.00	\$ 4,823.30
		<u>\$ 253,271.83</u>	<u>\$ 5,874,295.89</u>	<u>\$ 7,037,600.00</u>	<u>\$ 1,163,304.11</u>

December 31, 2013

Monthly Expenditure Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Unexpended
001	General	\$ 100,618.02	\$ 1,340,887.88	\$ 2,470,500.00	\$ 1,129,612.12
101	Street	\$ 28,443.67	\$ 236,927.86	\$ 1,269,850.00	\$ 1,032,922.14
104	Hotel/Motel Tax Fund	\$ 17,139.43	\$ 46,382.08	\$ 70,100.00	\$ 23,717.92
105	Capital Improvement	\$ 4,725.90	\$ 30,622.56	\$ 498,000.00	\$ 467,377.44
106	Drug Enforcement	\$ -	\$ -	\$ 1,695.00	\$ 1,695.00
107	Harbor Improvements	\$ -	\$ -	\$ 25,325.00	\$ 25,325.00
109	Park Impact Fee	\$ -	\$ -	\$ 59,920.00	\$ 59,920.00
202	79 Wtr & Swr Rev	\$ -	\$ 5,400.00	\$ 15,200.00	\$ 9,800.00
203	75 Wtr & Swr Rev	\$ -	\$ 10,850.00	\$ 23,446.00	\$ 12,596.00
209	95PWTF	\$ -	\$ 40,378.35	\$ 43,440.00	\$ 3,061.65
212	02 WWTP	\$ -	\$ 92,823.10	\$ 187,548.00	\$ 94,724.90
303	Capital for Water	\$ 3,495.00	\$ 3,495.00	\$ 630,200.00	\$ 626,705.00
304	Capital for Sewer	\$ -	\$ 260.00	\$ 520,300.00	\$ 520,040.00
401	Utility	\$ 77,121.12	\$ 956,378.76	\$ 1,200,436.00	\$ 244,057.24
621	Commemorative	\$ -	\$ -	\$ 7,120.00	\$ 7,120.00
631	Cafeteria Plan	\$ 1,212.66	\$ 4,761.04	\$ 14,520.00	\$ 9,758.96
		<u>\$ 232,755.80</u>	<u>\$ 2,769,166.63</u>	<u>\$ 7,037,600.00</u>	<u>\$ 4,268,433.37</u>

1/24/2014

## Monthly Balance Sheet

December 31, 2013

WIB Balance	\$ 267,569.31				
LGIP Balance	\$ 3,025,885.07				
Petty Cash	\$ 200.00				
<b>Total Funds</b>	<b>\$ 3,293,654.38</b>				
Outstanding Checks	\$ -				
Outstanding Deposits	\$ (151.69)				
<b>TOTAL</b>	<b>\$ 3,293,502.69</b>				
Cash Out Sheet	\$ 3,293,502.69				
	\$ -				
<b>Total Reports</b>	<b>\$ 3,293,502.69</b>	Difference	\$ -		

## Actual Cash Balance

January 31, 2014

FUND	Beginning Balance	Revenue	Expenditures	Ending Balance
001 General Fund	\$ 760,364.51	\$ 93,632.66	\$ 148,178.55	\$ 705,818.62
101 Street/Arterial	\$ 232,177.74	\$ 10,469.27	\$ 12,859.16	\$ 229,787.85
104 Hotel/Motel Tax Fund	\$ 33,336.52	\$ 1,485.43	\$ 1,801.26	\$ 33,020.69
105 Capital Improvement	\$ 454,396.95	\$ 247.15	\$ -	\$ 454,644.10
106 Drug Enforcement	\$ 1,695.72	\$ 0.16	\$ -	\$ 1,695.88
107 Harbor Imp.	\$ 21,955.10	\$ 1,559.45	\$ -	\$ 23,514.55
109 Park Impact	\$ 59,195.96	\$ 875.71	\$ -	\$ 60,071.67
202 1979 W/S Bond	\$ 10,350.35	\$ 5,650.98	\$ -	\$ 16,001.33
203 1975 W/S Bond	\$ 12,846.50	\$ 1.22	\$ -	\$ 12,847.72
209 1994 PWTF Loan	\$ 3,493.12	\$ (3,493.12)	\$ -	\$ -
212 WWTP Loan	\$ 94,682.20	\$ 92,833.00	\$ -	\$ 187,515.20
303 Capital Imp. Water	\$ 634,011.08	\$ 60.24	\$ -	\$ 634,071.32
304 Capital Imp. Sewer	\$ 516,341.77	\$ 49.06	\$ -	\$ 516,390.83
401 Utility	\$ 258,649.63	\$ 32,966.07	\$ 175,773.00	\$ 115,842.70
621 Commemorative	\$ 6,696.45	\$ 0.64	\$ -	\$ 6,697.09
631 Cafeteria Plan	\$ 4,935.66	\$ 0.43	\$ 371.36	\$ 4,564.73
<b>SUBTOTAL</b>	<b>\$ 3,105,129.26</b>	<b>\$ 236,338.35</b>	<b>\$ 338,983.33</b>	<b>\$ 3,002,484.28</b>
802 Claims Warrants	\$ 102,317.23	\$ 138,660.28	\$ 96,296.02	\$ 144,681.49
803 Payroll Warrants	\$ 86,056.20	\$ 88,187.25	\$ 92,822.72	\$ 81,420.73
<b>TOTAL ENDING BALANCE</b>	<b>\$ 3,293,502.69</b>	<b>\$ 463,185.88</b>	<b>\$ 528,102.07</b>	<b>\$ 3,228,586.50</b>

## Actual Bank Balance

	January 1, 2014	Deposits	Withdrawals	January 31, 2014
<b>Investments (LGIP)</b>	<b>\$ 3,025,885.07</b>	<b>\$ 35,326.58</b>		<b>\$ 3,061,211.65</b>
Cash Sheet	\$ 267,617.62	\$ 463,185.88	\$ 563,428.65	\$ 167,374.85
Petty Cash Fund	\$ (200.00)			\$ (200.00)
NSF CK Returned	\$ -	\$ (145.00)		\$ (145.00)
O/S Deposit	\$ 151.69	\$ (151.69)		\$ -
<b>Cash Sheet Balance</b>	<b>\$ -</b>			<b>\$ 167,029.85</b>
<b>Whidbey Island Bank (WIB)</b>	<b>\$ 267,569.31</b>	<b>\$ 107,748.90</b>	<b>\$ 208,288.36</b>	<b>\$ 167,029.85</b>

**2014 General Fund Revenues by Category**

FUND	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Budget	%	Remaining
Beginning cash	760,365												760,365	473,514	160.6%	\$ (286,851)
Taxes	54,203												54,203	1,009,173	5.4%	\$ 954,970
Licenses/Permits	6,614												6,614	44,075	15.0%	\$ 37,461
Intergov	2,414												2,414	33,424	7.2%	\$ 31,010
Charges	6,237												6,237	27,600	22.6%	\$ 21,363
Fines/Forfeits	2,060												2,060	6,010	34.3%	\$ 3,950
Miscellaneous	3,682												3,682	30,737	12.0%	\$ 27,055
Non-Revenue	1,268												1,268	6,100	20.8%	\$ 4,832
Transfer in	17,155												17,155	205,863	8.3%	\$ 188,708
Grants	-												-	495,523	0.0%	\$ 495,523
<b>TOTAL</b>	<b>853,997</b>	<b>-</b>	<b>853,997</b>	<b>2,332,019</b>	<b>36.6%</b>	<b>\$ 1,478,022</b>										

**2014 General Fund Expenditures by Category**

FUND	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Budget	%	Remaining
Council	233												233	20,600	1.1%	\$ 20,367
Court	-												-	43,805	0.0%	\$ 43,805
Finance	20,734												20,734	288,075	7.2%	\$ 267,341
Legal Services	-												-	24,000	0.0%	\$ 24,000
Central Services	67,266												67,266	156,612	43.0%	\$ 89,346
Police	41,100												41,100	560,700	7.3%	\$ 519,600
Fire Control	-												-	8,000	0.0%	\$ 8,000
Emergency Mgmt	-												-	16,950	0.0%	\$ 16,950
Envrmtl Presvtn	890												890	500,523	0.2%	\$ 499,633
Public Works	4,341												4,341	55,006	7.9%	\$ 50,665
Economic Dev	-												-	2,000	0.0%	\$ 2,000
Planning	5,890												5,890	72,950	8.1%	\$ 67,060
Building	2,160												2,160	37,800	5.7%	\$ 35,640
Public Health	-												-	500	0.0%	\$ 500
Recreation	1,066												1,066	17,940	5.9%	\$ 16,874
Parks	4,499												4,499	91,886	4.9%	\$ 87,387
Community Garden													-	300	0.0%	\$ 300
Disbursements													-	6,100	0.0%	\$ 6,100
Capital Outlay													-	87,600	0.0%	\$ 87,600
WTSC Grant													-	-	#DIV/0!	\$ -
<b>TOTAL</b>	<b>148,179</b>	<b>-</b>	<b>148,179</b>	<b>1,991,347</b>	<b>7.4%</b>	<b>\$ 1,843,168</b>										
Ending Cash													705,819	340,671	207.2%	\$ (365,148)
Total Budget Amount													853,997	2,332,018	36.6%	\$ 1,478,021

January 31, 2014

Monthly Revenue Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Remaining
001	General	\$ 853,997.17	\$ 853,997.17	\$ 2,332,019.00	\$ 1,478,021.83
101	Street	\$ 242,647.01	\$ 242,647.01	\$ 633,451.00	\$ 390,803.99
104	Hotel/Motel Tax Fund	\$ 34,821.95	\$ 34,821.95	\$ 70,100.00	\$ 35,278.05
105	Capital Improvement	\$ 454,644.10	\$ 454,644.10	\$ 501,980.00	\$ 47,335.90
106	Drug Enforcement	\$ 1,695.88	\$ 1,695.88	\$ 1,700.00	\$ 4.12
107	Harbor Improvements	\$ 23,514.55	\$ 23,514.55	\$ 26,725.00	\$ 3,210.45
109	Park Impact Fee	\$ 60,071.67	\$ 60,071.67	\$ 60,020.00	\$ (51.67)
202	79 Wtr & Swr Rev	\$ 16,001.33	\$ 16,001.33	\$ 15,220.00	\$ (781.33)
203	75 Wtr & Swr Rev	\$ 12,847.72	\$ 12,847.72	\$ 10,850.00	\$ (1,997.72)
209	95 PWTF	\$ -	\$ -	\$ -	\$ -
212	02 WWTP	\$ 187,515.20	\$ 187,515.20	\$ 187,848.00	\$ 332.80
303	Capital for Water	\$ 634,071.32	\$ 634,071.32	\$ 641,200.00	\$ 7,128.68
304	Capital for Sewer	\$ 516,390.83	\$ 516,390.83	\$ 516,300.00	\$ (90.83)
401	Utility	\$ 291,615.70	\$ 291,615.70	\$ 1,095,304.00	\$ 803,688.30
621	Commemorative	\$ 6,697.09	\$ 6,697.09	\$ 7,120.00	\$ 422.91
631	Cafeteria Plan	\$ 4,936.09	\$ 4,936.09	\$ 14,520.00	\$ 9,583.91
		<u>\$ 3,341,467.61</u>	<u>\$ 3,341,467.61</u>	<u>\$ 6,114,357.00</u>	<u>\$ 2,772,889.39</u>

<b>Monthly Expenditure Report for Budget Amounts</b>
------------------------------------------------------

Fund	Name	Month to Date	Year to Date	Budgeted	Unexpended
001	General	\$ 148,178.55	\$ 148,178.55	\$ 2,332,019.00	\$ 2,183,840.45
101	Street	\$ 12,859.16	\$ 12,859.16	\$ 633,450.00	\$ 620,590.84
104	Hotel/Motel Tax Fund	\$ 1,801.26	\$ 1,801.26	\$ 70,100.00	\$ 68,298.74
105	Capital Improvement	\$ -	\$ -	\$ 501,979.00	\$ 501,979.00
106	Drug Enforcement	\$ -	\$ -	\$ 1,700.00	\$ 1,700.00
107	Harbor Improvements	\$ -	\$ -	\$ 26,725.00	\$ 26,725.00
109	Park Impact Fee	\$ -	\$ -	\$ 60,020.00	\$ 60,020.00
202	79 Wtr & Swr Rev	\$ -	\$ -	\$ 15,220.00	\$ 15,220.00
203	75 Wtr & Swr Rev	\$ -	\$ -	\$ 10,850.00	\$ 10,850.00
209	95PWTF	\$ -	\$ -	\$ -	\$ -
212	02 WWTP	\$ -	\$ -	\$ 187,848.00	\$ 187,848.00
303	Capital for Water	\$ -	\$ -	\$ 641,200.00	\$ 641,200.00
304	Capital for Sewer	\$ -	\$ -	\$ 516,300.00	\$ 516,300.00
401	Utility	\$ 175,773.00	\$ 175,773.00	\$ 1,095,304.00	\$ 919,531.00
621	Commemorative	\$ -	\$ -	\$ 7,120.00	\$ 7,120.00
631	Cafeteria Plan	\$ 371.36	\$ 371.36	\$ 14,520.00	\$ 14,148.64
		<u>\$ 338,983.33</u>	<u>\$ 338,983.33</u>	<u>\$ 6,114,355.00</u>	<u>\$ 5,775,371.67</u>

2/12/2014

## Monthly Balance Sheet

January 31, 2014

WIB Balance	\$ 167,029.85				
LGIP Balance	\$ 3,061,211.65				
Petty Cash	\$ 200.00				
<b>Total Funds</b>	<b>\$ 3,228,441.50</b>				
Outstanding Checks	\$ -				
Outstanding Deposits (NSF CK)	\$ 145.00				
<b>TOTAL</b>	<b>\$ 3,228,586.50</b>				
Cash Out Sheet	\$ 3,228,586.50				
	\$ -				
<b>Total Reports</b>	<b>\$ 3,228,586.50</b>	Difference	\$ -		

# Marshal's Office Activity Report

## COMPLAINTS/CRIMINAL

### Comparison of Total Cases by Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2014</b>	<b>27</b>												<b>27</b>
2013	12	19	16	22	20	17	14	18	19	38	18	13	226
2012	14	21	11	26	26	19	29	26	23	16	20	9	240
2011	19	9	13	12	19	15	15	14	17	11	19	20	183
2010	6	18	3	8	8	10	9	7	6	10	6	6	97
2009	12	12	10	18	21	20	8	12	15	10	10	11	159
2008	8	15	11	13	16	7	11	8	15	14	8	14	140
2007	19	19	14	19	21	9	16	14	10	8	14	14	177
2006	20	25	20	22	34	23	18	16	26	18	19	16	257
2005	15	10	13	5	23	9	19	27	15	23	21	20	200
2004	26	37	36	21	21	20	20	34	25	22	22	16	300
2003	34	18	19	18	16	20	33	22	14	21	26	18	259
2002	17	15	22	20	23	25	31	25	27	36	23	18	282
2001	40	20	23	29	37	38	28	36	32	29	14	22	348

### Comparison of Total Cases - YTD

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2014</b>	<b>27</b>											
2013	12	31	47	69	89	106	120	138	157	195	213	226
2012	14	35	46	72	98	117	146	172	195	211	231	240
2011	19	28	41	53	72	87	102	116	133	144	163	183
2010	6	24	27	35	43	53	62	69	75	85	91	97
2009	12	24	34	52	73	93	101	113	128	138	148	159
2008	8	23	34	47	63	70	81	89	104	118	126	140
2007	19	38	52	71	92	101	117	131	141	149	163	177
2006	20	45	65	87	121	144	162	178	204	222	241	257
2005	15	25	38	43	66	75	94	121	136	159	180	200
2004	26	63	99	120	141	161	181	215	240	262	284	300
2003	34	52	71	89	105	125	158	180	194	215	241	259
2002	17	32	54	74	97	122	153	178	205	241	264	282
2001	40	60	83	112	149	187	215	251	283	312	326	348

### Case Results/Status

<b>2014</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Total Cases	27												27
Closed Arrest	9												9
Closed Other	18												18
Open Cases	0												0

## TRAFFIC

### Total Traffic Stops

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2014</b>	<b>89</b>												<b>89</b>
2013	38	25	29	56	33	59	80	68	161	244	165	142	1100
2012	51	66	51	58	48	114	61	68	17	30	30	48	642
2011	18	26	43	28	48	44	95	59	42	29	42	38	512
2010	90	33	35	67	30	58	71	29	18	27	31	50	539
2009	69	74	132	72	54	76	68	20	28	30	56	36	715
2008	96	129	166	112	85	86	127	169	56	59	44	54	1183
2007	72	50	66	100	44	56	56	65	91	62	66	63	791
2006	78	50	52	38	40	35	62	45	61	48	50	86	645
2005	73	54	83	62	44	46	104	42	39	29	35	31	642
2004	49	25	24	48	39	42	72	73	46	38	30	48	534
2003	72	50	46	41	45	91	58	41	73	58	29	29	633
2002	51	49	58	47	46	67	53	56	64	45	35	53	624
2001	101	98	142	62	78	92	152	134	132	74	71	40	1176

### Comparison of Traffic Stops, YTD

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2014</b>	<b>89</b>											
2013	38	63	92	148	181	240	320	388	549	793	958	1100
2012	51	117	168	226	274	388	449	517	534	564	594	642
2011	18	44	87	115	163	207	302	361	403	432	474	512
2010	90	123	158	225	255	313	384	413	431	458	489	539
2009	69	143	275	347	401	477	545	565	593	623	679	715
2008	96	225	391	503	588	674	801	970	1026	1085	1129	1183
2007	72	122	188	288	332	388	444	509	600	662	728	791
2006	78	128	180	218	258	293	355	400	461	509	559	645
2005	73	127	210	272	316	362	466	508	547	576	611	642
2004	49	74	98	146	185	227	299	372	418	456	486	534
2003	72	122	168	209	254	345	403	444	517	575	604	633
2002	51	100	158	205	251	318	371	427	491	536	571	624
2001	101	199	341	403	481	573	725	859	991	1065	1136	1176

### Type of Traffic Stops

<b>2014</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
NOI's	15												15
Verbal Warnings	72												72
Written Warnings	0												0
DUI	0												0
Other	2												2
<b>Total Stops</b>	<b>89</b>	<b>0</b>	<b>89</b>										

**COMPLAINT SUMMARY**  
2014

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
Hangup 911	11												11	139	121	161	145	103	88	82	65	77	86	65	58	79
Alarm	12												12	69	61	91	70	60	57	88	80	92	63	66	64	58
Animal control	5												5	79	69	92	67	62	57	37	62	57	68	66	55	53
Assault	4												4	26	23	33	26	26	30	25	24	34	34	29	32	25
Assist, agency	2												2	39	43	50	31	59	74	771	718	644	603	485	416	307
Assist, public	19												19	223	249	250	212	188	168	153	143	187	241	153	194	189
Burglary	2												2	10	21	35	13	23	18	13	23	11	16	16	21	11
Child abuse/neglect	0												0	5	5	4	3	0	5	2	0	1	0	0	3	0
Court order violation	0												0	13	15	8	4	12	2	7	4	13	11	9	10	17
Custodial interference	0												0	1	1	6	6	1	2	1	1	1	6	3	5	6
Disorderly	9												9	93	105	119	147	96	122	68	52	40	52	37	49	61
Domestic violence	4												4	14	17	42	21	39	18	26	26	17	39	20	16	33
Fire call	1												1	13	19	14	25	37	23	42	47	24	42	28	34	26
Fraud	2												2	19	21	21	19	11	14	13	13	12	8	11	9	4
Fraud, bad checks	0												0	2	2	1	6	8	4	6	0	4	5	4	22	34
Harassment	1												1	15	17	18	13	12	15	15	8	24	24	22	24	17
Juvenile complaint	0												0	4	12	17	26	22	19	12	9	11	31	7	5	13
Liquor violation	0												0	4	2	6	5	2	8	1	0	3	2	1	0	0
Malicious mischief	5												5	13	13	16	16	25	20	34	35	24	46	46	38	26
Marine incident	1												1	9	8	4	9	5	9	2	1	4	6	4	9	6
Medical	0												0	22	24	22	35	21	40	68	72	42	60	77	62	76
Mental	0												0	3	4	5	3	1	3	3	0	5	5	4	6	7
Missing person	0												0	8	7	10	7	1	7	11	9	5	16	7	5	13
Motor vehicle accident	6												6	37	56	44	45	38	40	49	52	47	53	44	33	49
Nuisance	1												1	12	19	23	18	20	23	16	18	20	36	27	27	33
Patrol checks	3												3	8	6	3	2	2	5	2	6	9	8	7	10	9
Sexual assault/crime	2												2	3	4	10	7	3	4	3	6	4	9	6	7	6
Stolen Vehicle	0												0	6	6	2	1	4	1	0	0	2	0	2	10	6
Suicidal	0												0	9	10	12	13	9	11	10	19	7	5	5	12	9
Suspicious activity	6												6	97	79	68	73	56	68	75	78	83	103	75	92	88
Theft	5												5	50	45	46	33	33	38	45	56	41	68	66	72	51
Threats	1												1	17	19	21	15	14	22	13	15	12	21	16	15	10
Traffic	12												12	109	99	106	104	123	127	156	165	160	148	145	143	195
Trespassing	0												0	17	19	19	10	4	13	22	25	15	13	10	20	19
Unsecured premises	2												2	7	18	14	19	9	6	9	21	9	6	4	8	9
Unattended death	0												0	6	1	5	6	4	7	2	3	2	6	5	4	7
Vice VUCSA	0												0	13	18	17	11	11	12	14	24	8	15	17	11	7
Warrant arrest	4												4	35	34	30	34	38	31	40	35	31	38	33	35	41
Weapons violation	1												1	3	15	16	7	5	5	13	13	10	8	11	8	8
Welfare check	4												4	39	52	51	74	44	50	47	45	29	33	15	24	19
Other miscellaneous	9												9	149	128	94	87	121	95	154	186	167	177	155	137	117
<b>Total In Town (A)**</b>	<b>134</b>												<b>134</b>	<b>1440</b>	<b>1487</b>	<b>1606</b>	<b>1468</b>	<b>1352</b>	<b>1361</b>	<b>2150</b>	<b>2159</b>	<b>1988</b>	<b>2211</b>	<b>1803</b>	<b>1805</b>	<b>1744</b>
County/Other (B)**	26												26	259	305	449	623	670	685	750	718	636	542	451	369	324
<b>Total All Calls(C)**</b>	<b>160</b>												<b>160</b>	<b>1699</b>	<b>1792</b>	<b>2055</b>	<b>2091</b>	<b>2022</b>	<b>2046</b>	<b>2151</b>	<b>2159</b>	<b>1988</b>	<b>2211</b>	<b>1803</b>	<b>1805</b>	<b>1744</b>
County, % of Total (D)**	16%												16%	15%	17%	22%	30%	33%	33%	35%	33%	32%	25%	25%	20%	19%

\*\*Prior to 2008, calls outside the town were included in the complaint summary and total on Line A. Beginning in 2008, only in-town calls are included, with a separate line item for County/Other calls on Line B. Total calls on Line C includes all calls, in-Town and out, for all years.