



# Town of Coupeville

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

## TOWN COUNCIL MEETING AGENDA Island County Hearing Room March 25, 2014 6:30 pm

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### CHANGES AND APPROVAL OF AGENDA

### APPROVAL OF MINUTES

Regular Meeting of March 11, 2014.

### MAYOR'S REPORT

### AUDIENCE INPUT - See NOTE

### OATH OF OFFICE

### NEW BUSINESS

1. **Resolution No. 14-03 authorizing bank account signators-** *Staff recommends approval of the Resolution 14-02 authorizing the bank account signatures.*
2. **Approval of March 25, 2014 Claims Vouchers/Warrants and January Payroll - Staff** *recommends approval of the March 25, 2014 claims vouchers/warrants #26454 to #26506 for a total of \$231,163.17; and February 2014 payroll warrants #14740 to #14762 for a total of \$95,022.78.*

### 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  
March 11, 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, Pat Powell, Molly Hughes.

**STAFF PRESENT:** Engineer Greg Cane, Clerk-Treasurer Kelly Beech and Fiscal Clerk Laurel Wilsey.

**CHANGES AND APPROVAL OF THE AGENDA**

**Council Action:** A motion was made by Councilmember Hughes, second by Councilmember Henderson, to approve the Agenda as submitted. The motion passed 5-0.

**APPROVAL OF MINUTES**

The minutes of the Regular Meeting of February 25, 2014 were approved with the following correction: Page 3, Council Reports, third sentence, should read, "~~Island Transit received~~ Island County Sales Tax is up \$400,000, over the previous year, from sales tax revenue."

**MAYOR'S REPORT**

- Transition from our regular police to county is in its second week. We will see the new Coupeville police cars in approximately two to three weeks; in the meantime the county is using their cars until our new cars are in service.
- Introduction of Kelly Beech, our new Clerk-Treasurer was made to the council.
- The Mussel Festival was a success. Cindy Olson reported that there were 15,000 tastes of chowder served by fifteen restaurants and the Mussel Mingle was completely sold out.
- Bonnie Abney has taken Eve Parrish's position heading up the Neighborhood Emergency Team (NET). Bonnie will be formally introduced and make her presentation at one of the council meetings later this spring.
- On March 12, 2014, Coupeville Marshal Rick Norrie, Jackie Henderson and the Mayor will meet with Whidbey General Hospital to discuss the relationship between the Town and the hospital with regard to on-site security.
- The Mayor would tentatively like to schedule a council workshop on April 8, 2014, instead of the regular council meeting. Council members will get back to the Mayor regarding the time.

**NEW BUSINESS**

**Authorize Mayor to sign Supplement #3 and authorization to increase contingency—***Staff recommends a motion to authorize the Mayor to sign Supplement #3 and a motion to increase the maximum contract amount not to exceed \$97,419.30.*

Engineer Greg Cane presented an overview of the Madrona Way Project. Because the pump system for the sewer lift station did not meet the Buy America requirements of the federal funds,

it became necessary to split the projects. The utility project will be constructed first, and then the road project. Supplement #3 adds \$11,265 to the professional services needed to facilitate the separation of the projects. The amount paid to Reichhardt & Ebe would be \$88,563 and in addition to approval of the supplement, an increase to the maximum contract would be an additional 10% with the contract not to exceed \$97,419.30. Questions were asked and answered.

Council Action: Motions were made by Councilmember Clay, second by Councilmember Henderson, to authorize the Mayor to sign Supplement #3 and the motion to increase the maximum contract amount not to exceed \$97, 419.30. The motions passed 5-0.

**Resolution No. 14-02 Regarding the Impacts of 2014 Pavement Overlay Projects – Staff recommends a motion to adopt Resolution 14-2 regarding the impacts of the 2014 pavement overlay projects.**

Engineer Greg Cane stated that the Town of Coupeville has qualified for approximately \$300,000 for pavement rehabilitation and asphalt overlay on South Main Street, Broadway and additional sections of Parker Road. Questions and concerns were asked and answered.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Henderson, to adopt Resolution 14-02 regarding the impacts of the 2014 pavement overlay projects. The motion passed 5-0.

RESOLUTION NO. 14-02

A RESOLUTION of the Town Council of the Town of Coupeville, Island County, Washington, regarding the impact of the 2014 Pavement Overlay Project.

**ADJOURNMENT:** 7:19 pm

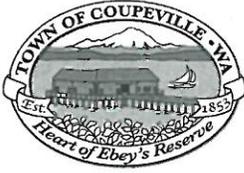
Respectfully Submitted:

MAYOR:

\_\_\_\_\_  
Fiscal Clerk Laurel Wilsey

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

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



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## STAFF REPORT

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**DATE:** March 21, 2014  
**TO:** Town Council  
**FROM:** Nancy Conard, Mayor *NC*  
**RE:** Resolution 14-03

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In addition to administering the Oath of Office to new clerk-treasurer Kelly Beech, we need to authorize her signature on the Town's bank account at Whidbey Island Bank.

Resolution 14-03 adds Kelly to the list of signators for Whidbey Island Bank. This account is referred to as the "Treasurer's Account". In fact, paychecks and payments for accounts payable are issued as warrants through the Island County Treasurer accounts, and then the Treasurer's Account reimburses the County as warrants are cashed.

This account requires one of the three signators to sign a check.

I recommend approval of Resolution 14-03.

**Recommended Action:**

**Motion to approve Resolution 14-03, authorizing signators on the Whidbey Island Bank account.**



STATE OF WASHINGTON

ISLAND COUNTY

TOWN OF COUPEVILLE

## OATH OF OFFICE

*I, **Kelly Beech**, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of **Clerk-Treasurer**, according to law and the best of my ability.*

*Furthermore, I, **Kelly Beech**, do solemnly swear (or affirm) that I will faithfully and impartially and to the best of my ability, perform the duties of the office of the **Clerk-Treasurer**, in accordance with the laws of the State of Washington, and all other applicable legal enactments of Coupeville, Washington.*

\_\_\_\_\_

\_\_\_\_\_, Clerk-Treasurer

Subscribed and sworn before me this \_\_\_\_\_ day of March 2014.

\_\_\_\_\_  
Notary Public



#1

RESOLUTION NO. 14-03

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF  
COUPEVILLE, ISLAND COUNTY, WASHINGTON,  
AUTHORIZING THE BANK ACCOUNT SIGNATURES**

**WHEREAS** the Town of Coupeville has a banking account with Whidbey Island Bank, Coupeville branch, and

**WHEREAS**, state auditing practices and town fiscal operations require that all banking accounts have Council-authorized signators,

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Coupeville, Washington that:

The Town Council hereby authorizes the following banking account signators effective March 25, 2014.

Account Name	Account Number	Signators
Town of Coupeville	957004104	Nancy Conard Laurel Wilsey Kelly Beech

**PASSED** by the Town Council of the Town of Coupeville and **APPROVED** by the Mayor this 25<sup>th</sup> day of March, 2014.

TOWN OF COUPEVILLE

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

ATTEST:

\_\_\_\_\_  
Kelly Beech, Clerk-Treasurer



TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

WARRANT VENDOR			DATE				AMOUNT
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		
26454	9890	ACE HARDWARE	03/25/2014	#236358	001 000 000 518 00 31 00		1.47
				WELLNESS EQUIPMENT		INVOICE TOTAL	1.47
				236358	101 000 000 542 64 31 00		20.64
				STREET SIGNS & TAPE	401 000 000 534 80 31 00		8.12
						INVOICE TOTAL	28.76
						WARRANT TOTAL	30.23
26455	10480	AMSAN	03/25/2014	305478737	001 000 000 576 80 31 00		152.07
				DOGGY BAGS		INVOICE TOTAL	152.07
				305478745	001 000 000 518 00 31 00		90.60
				CLEANING SUPPLIES		INVOICE TOTAL	90.60
				306752643	001 000 000 576 80 31 00		272.41
				CLEANING SUPPLIES		INVOICE TOTAL	272.41
						WARRANT TOTAL	515.08
26446	12873	AT&T MOBILITY	03/12/2014	MAR/287244041563	001 000 000 518 10 42 00		116.44
				CELL SVC-1/28 - 2/27/14	001 000 000 521 00 42 00		232.92
					001 000 000 539 00 42 00		38.81
					401 000 000 534 80 42 00		38.81
					401 000 000 535 80 42 00		38.81
						INVOICE TOTAL	465.79
						WARRANT TOTAL	465.79
26456	13300	AVOCET ENVIRONMENTAL TEST	03/25/2014	1400513-IN	401 000 000 535 80 41 00		202.00
				HEAVY METALS		INVOICE TOTAL	202.00
				1400651-IN	401 000 000 534 80 41 00		119.00
				CHLORIDE TESTING		INVOICE TOTAL	119.00
				1400775-IN	401 000 000 534 80 41 00		68.00
				COLIFORM TESTING		INVOICE TOTAL	68.00
						WARRANT TOTAL	389.00
26457	14400	AWC	03/25/2014	MARCH 2014	001 000 000 518 00 49 00		256.00
				2014 MEMBERSHIP FEE		INVOICE TOTAL	256.00
						WARRANT TOTAL	256.00
26458	25575	BIG ROCK DESIGNS	03/25/2014	10521	001 000 000 511 00 31 00		72.61
				BUSINESS CARDS	001 000 000 514 00 31 00		44.46
					001 000 000 521 00 31 00		84.68
						INVOICE TOTAL	201.75
						WARRANT TOTAL	201.75

TOWN OF COUPEVILLE  
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WARRANT VENDOR			DATE				AMOUNT
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		
26459	31195	CASCADE COMPUTER MAINTENANCE, INC.	03/25/2014	1051526	001 000 000 518 00 49 00		250.01
				SECURITY CERTIFICATE		INVOICE TOTAL	250.01
				1051611	001 000 000 596 18 00 00		390.89
				SERVER UPGRADE		INVOICE TOTAL	390.89
				1052106	001 000 000 596 18 00 00		917.38
				ON-SITE REPAIRS @ SHOP		INVOICE TOTAL	917.38
				1052200	001 000 000 518 00 48 00		696.41
				SWITCHES & BATTERY		INVOICE TOTAL	696.41
						WARRANT TOTAL	2,254.69
26460	36000	COHEN, MANNI & THEUNE	03/25/2014	#102	001 000 000 512 00 41 00		1,250.00
				P/A FOR MARCH 2014		INVOICE TOTAL	1,250.00
						WARRANT TOTAL	1,250.00
26461	51600	DUNSMORE & ASSOCIATES	03/25/2014	16133	303 000 750 596 34 63 13		2,655.00
				SURVEY-MADRONA WTRLINE		INVOICE TOTAL	2,655.00
						WARRANT TOTAL	2,655.00
26462	51680	DUTCH MAID LAUNDRY	03/25/2014	MARCH 2014	001 000 000 521 00 49 00		10.32
				UNIFORMS-LAUNDRY-FEB'14		INVOICE TOTAL	10.32
						WARRANT TOTAL	10.32
26463	60500	ED'S CONSTRUCTION, INC.	03/25/2014	E140020010	101 000 000 542 65 31 00		139.63
				GRAVEL		INVOICE TOTAL	139.63
						WARRANT TOTAL	139.63
26464	63490	ENVIRONMENTAL RESOURCE	03/25/2014	712765	401 000 000 535 80 41 00		474.54
				LAB TESTING		INVOICE TOTAL	474.54
						WARRANT TOTAL	474.54
26465	100101	I CAN SEE CLEARLY NOW	03/25/2014	29322	001 000 000 518 00 41 00		150.00
				WINDOW CLEANING @ TH		INVOICE TOTAL	150.00
						WARRANT TOTAL	150.00
26466	100700	I-COM	03/25/2014	14-UFQ2-3	001 000 000 521 00 51 02		10,272.13
				2ND QTR 2014		INVOICE TOTAL	10,272.13
						WARRANT TOTAL	10,272.13
26445	101990	UNITED STATES TREASURY	03/04/2014	91-6001418/#941	001 000 000 518 00 20 00		377.02
				FED W/H FEE-DEC 31,2013		INVOICE TOTAL	377.02

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
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WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
						WARRANT TOTAL	377.02
26467	103601	ISLAND COUNTY C.O.G.	03/25/2014	MARCH 2014	001 000 000 531 90 49 00		1,000.00
				2014 SWC MEMBERSHIP		INVOICE TOTAL	1,000.00
						WARRANT TOTAL	1,000.00
26468	104200	ISLAND COUNTY E R & R FUND	03/25/2014	14-00006	001 000 000 518 10 32 00		644.61
				FUEL FOR JANUARY 2014	001 000 000 521 00 32 00		822.88
					401 000 000 534 80 32 00		170.08
					401 000 000 535 80 32 00		170.08
						INVOICE TOTAL	1,807.65
						WARRANT TOTAL	1,807.65
26469	107000	ISLAND COUNTY SHERIFF	03/25/2014	2014-01	001 000 000 521 00 41 00		14,146.20
				IC CONTRACT 3/1-3/31/14		INVOICE TOTAL	14,146.20
				2014-02	001 000 000 521 00 41 00		106,038.60
				IC CONTRACT-4/1-6/30/14		INVOICE TOTAL	106,038.60
						WARRANT TOTAL	120,184.80
26470	107001	ISLAND COUNTY	03/25/2014	517	001 000 000 521 00 41 00		360.00
				RESERVES-MUSSEL FEST		INVOICE TOTAL	360.00
						WARRANT TOTAL	360.00
26471	107100	ISLAND COUNTY SOLID WASTE	03/25/2014	#2649--9128	401 000 000 535 80 47 02		2,313.00
				BIOSOLIDS PROCESSING		INVOICE TOTAL	2,313.00
				2649--9128	401 000 000 535 80 47 03		144.00
				GARBAGE		INVOICE TOTAL	144.00
						WARRANT TOTAL	2,457.00
26472	107500	ISLAND COUNTY TREASURER	03/25/2014	498	401 000 000 534 80 49 00		18.93
				2014 FOREST TAX		INVOICE TOTAL	18.93
						WARRANT TOTAL	18.93
26473	131040	KENNEDY, SOLEA	03/25/2014	512	001 000 000 518 00 41 00		597.85
				WELLNESS CONSULTANT		INVOICE TOTAL	597.85
						WARRANT TOTAL	597.85
26474	131800	KONICA MINOLTA	03/25/2014	228042070	001 000 000 518 00 45 00		129.59
				COPIER/PRINTER-FEB '14		INVOICE TOTAL	129.59
						WARRANT TOTAL	129.59

TOWN OF COUPEVILLE  
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WARRANT VENDOR			DATE		ACCOUNT NUMBER			AMOUNT
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER				
26475	132115	KUSCHNEREIT, MELODY	03/25/2014	2013 MARCH	001 000 000 531 80 01 00		605.00	
				CEC GRANT-10/1-10/22/13		INVOICE TOTAL	605.00	
				MARCH 2013	001 000 000 531 80 01 00		690.00	
				CEC GRANT-3/1-3/23/14		INVOICE TOTAL	690.00	
						WARRANT TOTAL	1,295.00	
26447	143600	LYNN, JESSE	03/12/2014	MARCH 2014	401 000 000 534 80 43 00		195.92	
				WTPO EXAM REVIEW		INVOICE TOTAL	195.92	
						WARRANT TOTAL	195.92	
26476	143600	LYNN, JESSE	03/25/2014	2014 MARCH	631 000 000 589 00 00 00		219.14	
				MED REIMBURSEMNT-FEB'14		INVOICE TOTAL	219.14	
						WARRANT TOTAL	219.14	
26477	150900	MAILLIARD'S LANDING NURSERY INC	03/25/2014	80933	001 000 000 575 50 31 00		20.63	
				SOIL		INVOICE TOTAL	20.63	
						WARRANT TOTAL	20.63	
26478	156440	MUNICIPAL CODE CORP.	03/25/2014	00234434	001 000 000 514 00 41 00		650.00	
				ANNUAL CODE 10/13-9/14		INVOICE TOTAL	650.00	
						WARRANT TOTAL	650.00	
26479	163000	NORTHWEST REGIONAL COUNCIL	03/25/2014	3703	001 000 000 521 00 49 00		750.00	
				2014 NWRC DUES		INVOICE TOTAL	750.00	
						WARRANT TOTAL	750.00	
26448	166990	OAK HARBOR AUTO CENTER PARTS PLUS	03/12/2014	001-194220	001 000 000 518 10 31 00		13.32	
				OIL & FILTERS	001 000 000 576 80 31 00		38.36	
					101 000 000 542 30 31 00		1.82	
					101 000 000 542 71 31 00		38.36	
						INVOICE TOTAL	91.86	
				001-194222	001 000 000 518 10 31 00		8.74	
				SOAP		INVOICE TOTAL	8.74	
						WARRANT TOTAL	100.60	
26480	170100	OAK HARBOR, CITY OF	03/25/2014	SD-1409	101 000 000 542 67 51 00		158.70	
				STREET SWEEPING		INVOICE TOTAL	158.70	
						WARRANT TOTAL	158.70	
26481	170980	OFFICE DEPOT	03/25/2014	696324983001	001 000 000 518 00 31 00		210.32	
				OFFICE SUPPLIES	001 000 000 521 00 31 00		27.17	

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
						INVOICE TOTAL	237.49
				696325337001	001 000 000 521 00 31 00		100.56
				DRY BOARD		INVOICE TOTAL	100.56
				698818308001	001 000 000 518 00 31 00		83.40
				OFFICE SUPPLIES	001 000 000 559 60 31 00		22.53
						INVOICE TOTAL	105.93
						WARRANT TOTAL	443.98
26482	185500	PRAIRIE CENTER RED APPLE	03/25/2014	003000710837	401 000 000 535 80 31 00		33.66
				DISTILLED WATER		INVOICE TOTAL	33.66
						WARRANT TOTAL	33.66
26483	186616	PRO TELECOMMUNICATIONS LLC	03/25/2014	MARCH 2014	001 000 000 518 00 41 00		191.31
				PHONE PROGRAM CHANGE		INVOICE TOTAL	191.31
						WARRANT TOTAL	191.31
26449	187000	PUGET SOUND ENERGY	03/12/2014	400000605180	101 000 000 543 00 48 00		247.00
				LIGHT REPAIR@MAIN&TERRY		INVOICE TOTAL	247.00
						WARRANT TOTAL	247.00
26484	187000	PUGET SOUND ENERGY	03/25/2014	MARCH 2014	001 000 000 518 00 47 00		229.08
				ENERGY PAYMENTS	001 000 000 518 10 47 00		103.75
					001 000 000 575 50 47 00		246.08
					001 000 000 576 80 47 00		233.39
					101 000 000 542 63 47 00		1,712.70
					401 000 000 534 80 47 00		3,766.56
					401 000 000 535 80 47 00		557.35
						INVOICE TOTAL	6,848.91
						WARRANT TOTAL	6,848.91
26485	192600	REICHHARDT & EBE	03/25/2014	24565	101 000 000 595 30 63 03		3,047.86
				ENGINEERING-MADRONA		INVOICE TOTAL	3,047.86
						WARRANT TOTAL	3,047.86
26486	192700	RENAE MULHOLLAND	03/25/2014	MARCH 2014	001 000 000 511 00 41 00		375.00
				TC-1/14 & 28/2014		INVOICE TOTAL	375.00
						WARRANT TOTAL	375.00
26450	193300	RIEPMA, KELLY R.	03/12/2014	MARCH 2014	001 000 000 518 10 43 00		86.80
				PESTICIDE TRAINING		INVOICE TOTAL	86.80
						WARRANT TOTAL	86.80

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03/20/2014 (Printed 03/20/2014 11:19)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
26487	206920	SKAGIT FARMERS SUPPLY	03/25/2014	2791938	001 000 000 518 10 32 00		959.30
				PROPANE-TOWN SHOP		INVOICE TOTAL	959.30
						WARRANT TOTAL	959.30
26488	208665	SMITH, BRIDGET	03/25/2014	14-002	001 000 000 558 00 41 01		4,770.00
				MAR'14 CONSULTING SVC	001 000 000 559 60 41 00		1,530.00
						INVOICE TOTAL	6,300.00
						WARRANT TOTAL	6,300.00
26489	209415	SOUND PUBLISHING INC	03/25/2014	#622525	001 000 000 511 00 44 00		165.15
				TC & PC AGENDAS	001 000 000 558 00 44 00		49.50
						INVOICE TOTAL	214.65
				622525	001 000 000 518 00 44 00		87.30
				NOTICE-VOLUNTEER APPS		INVOICE TOTAL	87.30
				624710	001 000 000 514 00 44 00		80.52
				AD FOR CLERK-TREASURER		INVOICE TOTAL	80.52
						WARRANT TOTAL	382.47
26490	209417	SOUND SAFETY PRODUCTS CO INC	03/25/2014	2039368-01	101 000 000 542 71 31 00		294.66
				SAFETY GEAR		INVOICE TOTAL	294.66
						WARRANT TOTAL	294.66
26491	212100	SURETY PEST CONTROL	03/25/2014	1007107	401 000 000 534 80 41 00		43.48
				PEST CONTROL		INVOICE TOTAL	43.48
						WARRANT TOTAL	43.48
26492	214075	SWIFT COPIES	03/25/2014	MARCH 2014	401 000 000 535 80 41 00		11.96
				CONVERT DRAWINGS TO PDF		INVOICE TOTAL	11.96
						WARRANT TOTAL	11.96
26493	221715	THE RESTORER INC.	03/25/2014	2265	001 000 000 521 00 48 00		217.40
				VEHICLE DETAIL		INVOICE TOTAL	217.40
						WARRANT TOTAL	217.40
26494	221850	TJOELKER ENTERPRISES, INC.	03/25/2014	374735	401 000 000 535 80 47 02		2,120.00
				BIOSOLIDS DISPOSAL		INVOICE TOTAL	2,120.00
						WARRANT TOTAL	2,120.00
26495	231460	USA BLUE BOOK	03/25/2014	#274169	401 000 000 534 80 31 00		541.26
				WATER TESTING SUPPLIES		INVOICE TOTAL	541.26

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
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WARRANT VENDOR NUMBER NUMBER	VENDOR NAME	DATE ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
			274169	401 000 000 535 80 31 00	296.14
			SEWER RECRDING SUPPLIES	INVOICE TOTAL	296.14
			285260	401 000 000 534 80 31 00	61.52
			POWDER PACKS	INVOICE TOTAL	61.52
			285901	401 000 000 534 80 31 00	551.61
			WATER SUPPLIES	INVOICE TOTAL	551.61
				WARRANT TOTAL	1,450.53
26496 231520	UTILITIES UNDERGROUND	03/25/2014	4020651	401 000 000 534 80 41 00	2.58
			UNDERGROUND LOCATES	401 000 000 535 80 41 00	2.58
				INVOICE TOTAL	5.16
				WARRANT TOTAL	5.16
26497 240100	VAC-TANK/WESTERN SERVICES	03/25/2014	35084	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			35085	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			35406	401 000 000 535 80 47 01	275.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	275.00
			35407	401 000 000 535 80 47 01	275.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	275.00
			35828	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			35829	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			35919	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			35920	401 000 000 535 80 47 01	350.00
			BIOSOLIDS SHIPPING	INVOICE TOTAL	350.00
			INV.2771	401 000 000 535 80 47 01	289.92
			FUEL SURCHARGE	INVOICE TOTAL	289.92
				WARRANT TOTAL	2,939.92
26451 240599	FRONTIER	03/12/2014	MARCH 2014	001 000 000 518 00 42 00	458.94
			DSL FOR SHOP&PHONE SVCS	001 000 000 518 10 42 00	70.99
				401 000 000 534 80 42 00	93.97
				401 000 000 535 80 42 00	53.22
				401 000 000 535 80 42 00	93.97

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

WARRANT NUMBER	VENDOR NUMBER	VENDOR NAME	DATE ISSUED	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
					INVOICE TOTAL	771.09
					WARRANT TOTAL	771.09
26498	240599	FRONTIER	03/25/2014	2014 MARCH	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
26499	240790	VINSANT, PAUL	03/25/2014	MARCH 2014	401 000 000 534 80 42 00	11.25
				CELL PHONE SVC-FEB 2014	401 000 000 535 80 42 00	11.25
					INVOICE TOTAL	22.50
					WARRANT TOTAL	22.50
26452	240900	VISA	03/12/2014	2516-01/29/2014	001 000 000 518 00 42 00	3.22
				POSTAGE-W2 TAXES		3.22
				2516-02/03/2014	101 000 000 542 64 31 00	254.28
				POSTS FOR STREET SIGNS		254.28
				2516-02/06/2014	001 000 000 518 00 42 00	1.61
				POSTAGE-LG ENVELOPE		1.61
				2540-02/13/2014	001 000 000 518 00 42 00	6.51
				POSTAGE-TC PACKETS		6.51
				2557-02/13/2014	001 000 000 521 00 31 00	74.44
				OFFICE SUPPLIES		74.44
				2565-02/05/2014	001 000 000 576 80 31 00	83.77
				HEATING ELEMENT		83.77
				2565-02/12/2014	401 000 000 534 80 49 00	325.00
				WTPO EXAM-JL		325.00
				2565-02/17/2014	401 000 000 534 80 43 00	195.00
				WTPO EXAM-JL		195.00
					WARRANT TOTAL	943.83
26500	252708	WA ST DEPT. OF ECOLOGY	03/25/2014	MARCH 2014	212 000 000 591 35 72 00	46,411.55
				WWTP LOAN 1ST 1/2 2014		46,411.55
					WARRANT TOTAL	46,411.55
26501	257000	WA ST RETIREMENT SYSTEMS	03/25/2014	1036905	001 000 000 518 00 20 00	25.00
				2014 OASI		25.00
					WARRANT TOTAL	25.00

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

WARRANT VENDOR			DATE				
NUMBER	NUMBER	VENDOR NAME	ISSUED	INVOICE NUMBER	ACCOUNT NUMBER		AMOUNT
26502	257701	WSU ISLAND COUNTY EXTENSION	03/25/2014	MARCH 2014	401 000 000 534 80 50 00		3,000.00
				2013 EDUCATION SUPPORT		INVOICE TOTAL	3,000.00
						WARRANT TOTAL	3,000.00
26503	259075	WEED, GRAAFSTRA & BENSON, INC., P.S.	03/25/2014	84	001 000 000 515 00 41 00		3,683.75
				LEGAL SERVICES FOR FEB		INVOICE TOTAL	3,683.75
						WARRANT TOTAL	3,683.75
26504	262100	WHIDBEY ISLAND ANIMAL CONTROL	03/25/2014	MARCH 2014	001 000 000 521 00 51 01		150.00
				ANIMAL SERVICES FOR MAR		INVOICE TOTAL	150.00
						WARRANT TOTAL	150.00
26453	262300	WHIDBEY TELECOM	03/12/2014	3688106	001 000 000 518 00 42 00		19.95
				INTERNET SVC-MAR '14	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
26505	264200	WILSEY, LAUREL	03/25/2014	MARCH 2014	631 000 000 589 00 00 00		137.40
				MEDICAL REIMBURSEMENT		INVOICE TOTAL	137.40
						WARRANT TOTAL	137.40
26506	264201	WILSEY, LAUREL	03/25/2014	MARCH 2014	001 000 000 518 00 41 00		225.00
				CLEANING SERVICES	001 000 000 575 50 41 00		252.00
						INVOICE TOTAL	477.00
						WARRANT TOTAL	477.00
						RUN TOTAL	231,163.17

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

FUND	TITLE	AMOUNT
001	GENERAL FUND	157,069.37
101	STREET FUND	5,915.65
212	2002 WWTP LOAN	46,411.55
303	CUM. RESERVE FOR WATER	2,655.00
401	UTILITY FUND	18,755.06
631	CAFETERIA PLAN	356.54
TOTAL		231,163.17

TOWN OF COUPEVILLE  
WARRANT REGISTER (BGTRAN)  
03/20/2014 (Printed 03/20/2014 11:19)

DEPARTMENT	AMOUNT
001 000 000	157,069.37
FUND GENERAL FUND	157,069.37
101 000 000	5,915.65
FUND STREET FUND	5,915.65
212 000 000	46,411.55
FUND 2002 WWTP LOAN	46,411.55
303 000 750	2,655.00
FUND CUM. RESERVE FOR WATER	2,655.00
401 000 000	18,755.06
FUND UTILITY FUND	18,755.06
631 000 000	356.54
FUND CAFETERIA PLAN	356.54
TOTAL	231,163.17

APPROVED BY THE TOWN COUNCIL OF THE TOWN OF COUPEVILLE AND  
ORDERED PAID, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014, IN REGULAR  
COUNCIL SESSION, COUPEVILLE TOWN HALL, COUPEVILLE, WASHINGTON

COUNCILMEMBER \_\_\_\_\_  
COUNCILMEMBER \_\_\_\_\_  
COUNCILMEMBER \_\_\_\_\_  
COUNCILMEMBER \_\_\_\_\_  
COUNCILMEMBER \_\_\_\_\_

## TOWN OF COUPVILLE

## PAYROLL WARRANT LIST

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0 THRU 999999 02/01/2014 THRU 02/28/2014

WARRANT/CHECK	DESCRIPTION	DATE	TRAN	AMOUNT
14740	NANCY I. CONARD	02/28/2014	7	3,191.85
14733	JUDY A THOMAS	02/14/2014	7	1,000.00
14741	JUDY A THOMAS	02/28/2014	7	2,886.59
14742	LAUREL WILSEY	02/28/2014	7	1,467.75
14743	MARION L. GARNER	02/28/2014	7	1,648.65
14739	LANCE R. DAVENPORT	02/27/2014	7	3,500.00
14744	LANCE R. DAVENPORT	02/28/2014	7	4,704.92
14734	HODGES GOWDEY III	02/14/2014	7	1,000.00
14745	HODGES GOWDEY III	02/28/2014	7	10,720.09
14735	WILLIAM LARUE	02/14/2014	7	1,889.33
14746	WILLIAM LARUE	02/28/2014	7	2,813.97
14736	PAUL VINSANT	02/14/2014	7	1,000.00
14747	PAUL VINSANT	02/28/2014	7	2,375.50
14737	JESSE LYNN	02/14/2014	7	1,300.00
14748	JESSE LYNN	02/28/2014	7	1,669.16
14749	GREGORY R. CANE	02/28/2014	7	1,193.02
14750	DANIEL D. DALTON	02/28/2014	7	3,191.20
14751	LISA M. HEATHERLY	02/28/2014	7	92.51
14738	KELLY R. RIEPMA	02/14/2014	7	1,400.00
14752	KELLY R. RIEPMA	02/28/2014	7	2,350.12
14753	MARVIN E. LOLMAUGH	02/28/2014	7	195.48
14754	TOWN OF COUPEVILLE	02/28/2014	7	22,672.20
14755	TOWN OF COUPEVILLE	02/28/2014	7	405.62
14756	DEPT. OF RETIREMENT-PERS	02/28/2014	7	5,198.78
14757	DEPT. OF RETIREMENT-LEOFF	02/28/2014	7	2,496.90
14758	DEPT. OF LABOR & INDUSTRY	02/28/2014	7	2,280.25
14759	AWC EMPLOYEE BENEFITS	02/28/2014	7	9,998.43
14760	COUPEVILLE DEPUTY	02/28/2014	7	65.00
14761	DEPT. OF RETIREMENT	02/28/2014	7	2,097.51
14762	AFLAC	02/28/2014	7	217.95
	TOTALS			95,022.78

# 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>8</b>											<b>35</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>	<b>35</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	8											35
Closed Arrest	9	5											14
Closed Other	18	0											18
Open Cases	0	3											3

# TRAFFIC

## Total Traffic Stops

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2014</b>	<b>89</b>	<b>17</b>											<b>106</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>	<b>106</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	0											15
Verbal Warnings	72	16											88
Written Warnings	0	0											0
DUI	0	0											0
Other	2	1											3
<b>Total Stops</b>	<b>89</b>	<b>17</b>	<b>0</b>	<b>106</b>									

# FEBRUARY

## COUPEVILLE MARSHAL OFFICE

### Law Total Incident Report, by Nature of Incident

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<u>Nature of Incident</u>	<u>Total Incidents</u>
911 Hang Up	9
Alarm Commercial	7
Alarm Residence	1
Animal	3
Assault Physical	1
Assist Public	10
BURN COMPLAINT	2
Civil	2
Court Order Violation	3
Disorderly Conduct	3
Physical Domestic	1
Verbal Domestic	1
Fraud Forgery	1
Fraud Other	1
Information Report	1
Malicious Mischief	1
Medical Emergency	1
** Narcotics - Felony	1
Lost or Found Property	1
Suspicious Person/Circumstance	1
Theft Shoplift	1
General Traffic	1
Traffic Disable	1
Traffic Hazard	1
Trespass Other	1
Unsecure Premise	1
Utility Problem	3
Vice VUCSA	2
Wanted Person	2
Weapon Offense	1
Welfare Check	1

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Total reported: 66

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#### Report Includes:

All dates between '00:01:00 02/01/14' and '23:59:00 02/28/14', All agencies matching 'CPD', All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



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## STAFF REPORT

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**DATE:** March 25, 2014  
**TO:** Mayor Nancy Conard and Members of the Town Council  
**FROM:** Kelly Beech, Clerk-Treasurer  
**RE:** Monthly Treasurer's Reports  
**ATTACHMENTS:** February 28, 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 meeting staff and getting acclimated to my new position here at Town Hall. Everyone has been very welcoming and I even had the pleasure of a personal tour of the town facilities, from Willy LaRue.

Before Judy Thomas left I had the opportunity to work with her to close the books for the month of February, the following reports are attached.

**Actual Cash Balance Report:** The Actual Cash Balance report is an internal control that checks the balance information we have recorded in ASP against bank balances, to ensure all transactions have been accounted for.

**GF Revenues & Expenditures:** This report breaks down our revenues and spending by category. Our actual beginning fund balance in the General Fund was higher than budgeted; that has contributed to the appearance that we have already received 42% of our budgeted revenues. Expenditures are averaging 12% of the budget.

**Monthly Revenue Report:** We would expect to receipt approximately 17% or our revenue by the end of February. Some factors that impact this percentage are one-time income, including loans and entries for annual beginning fund balance.

**Monthly Expenditure Report:** We would expect to see approximately 17% of our budget expended by the end of February. Some factors that impact this percentage are one-time payments and any unexpected expenses.

**Monthly Balance Sheet:** Our fund balance in ASP corresponds with the Whidbey Island Bank and LGIP statements, meaning we are accurately monitoring our overall fund balance using the ASP software. I recommend not including this particular spreadsheet in future reports; it is a duplicate of the information provided on the Actual Cash Balance Report.

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

February 28, 2014



**Actual Cash Balance**

FUND	Beginning Balance	Revenue	Expenditures	Ending Balance
001 General Fund	\$ 705,818.62	\$ 129,251.61	\$ 116,352.56	\$ 718,717.67
101 Street/Arterial	\$ 229,787.85	\$ 10,625.40	\$ 152,713.79	\$ 87,699.46
104 Hotel/Motel Tax Fund	\$ 33,020.69	\$ 3,981.62	\$ -	\$ 37,002.31
105 Capital Improvement	\$ 454,644.10	\$ 4,417.99	\$ 14,678.77	\$ 444,383.32
106 Drug Enforcement	\$ 1,695.88	\$ 0.14	\$ -	\$ 1,696.02
107 Harbor Imp.	\$ 23,514.55	\$ 1.97	\$ -	\$ 23,516.52
109 Park Impact	\$ 60,071.67	\$ 5.03	\$ -	\$ 60,076.70
202 1979 W/S Bond	\$ 16,001.33	\$ 1.34	\$ -	\$ 16,002.67
203 1975 W/S Bond	\$ 12,847.72	\$ 1.08	\$ -	\$ 12,848.80
209 1994 PWTf Loan	\$ -	\$ -	\$ -	\$ -
212 WWTP Loan	\$ 187,515.20	\$ 15.71	\$ -	\$ 187,530.91
303 Capital Imp. Water	\$ 634,071.32	\$ 53.14	\$ -	\$ 634,124.46
304 Capital Imp. Sewer	\$ 516,390.83	\$ 43.27	\$ -	\$ 516,434.10
401 Utility	\$ 115,842.70	\$ 114,985.78	\$ 66,706.90	\$ 164,121.58
621 Commemorative	\$ 6,697.09	\$ 0.56	\$ -	\$ 6,697.65
631 Cafeteria Plan	\$ 4,564.73	\$ 406.02	\$ 148.90	\$ 4,821.85
<b>SUBTOTAL</b>	<b>\$ 3,002,484.28</b>	<b>\$ 263,790.66</b>	<b>\$ 350,600.92</b>	<b>\$ 2,915,674.02</b>
802 Claims Warrants	\$ 144,681.49	\$ 238,733.77	\$ 164,539.63	\$ 218,875.63
803 Payroll Warrants	\$ 81,420.73	\$ 95,022.78	\$ 84,885.35	\$ 91,558.16
<b>TOTAL ENDING BALANCE</b>	<b>\$ 3,228,586.50</b>	<b>\$ 597,547.21</b>	<b>\$ 600,025.90</b>	<b>\$ 3,226,107.81</b>



**Actual Bank Balance**

	February 1, 2014	Deposits	Withdrawals	February 28, 2014
<i>Investments (LGIP)</i>	\$ 3,061,211.65	\$ 48,137.57	\$ 200,000.00	\$ 2,909,349.22
Cash Sheet	\$ 167,374.85	\$ 797,858.09	\$ 648,474.35	\$ 316,758.59
Petty Cash Fund	\$ (200.00)			\$ (200.00)
NSF CK Returned	\$ (145.00)	\$ 145.00	\$ -	\$ -
O/S Deposit	\$ -	\$ -		\$ -
<b>Cash Sheet Balance</b>				<b>\$ 316,558.59</b>
<i>Whidbey Island Bank (WIB)</i>	\$ 167,029.85	\$ 398,953.72	\$ 249,424.98	\$ 316,558.59

**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	96,048											150,251	1,009,173	14.9%	\$ 858,922
Licenses/Permit	6,614	9,300											15,914	44,075	36.1%	\$ 28,161
Intergov	2,414	-											2,414	33,424	7.2%	\$ 31,010
Charges	6,237	2,583											8,820	27,600	32.0%	\$ 18,780
Fines/Forfeits	2,060	1,563											3,623	6,010	60.3%	\$ 2,387
Miscellaneous	3,682	1,642											5,323	30,737	17.3%	\$ 25,414
Non-Revenue	1,268	961											2,229	6,100	36.5%	\$ 3,871
Transfer in	17,155	17,155											34,311	205,863	16.7%	\$ 171,553
Grants	-	-											-	495,523	0.0%	\$ 495,523
<b>TOTAL</b>	<b>853,997</b>	<b>129,252</b>	<b>-</b>	<b>983,249</b>	<b>2,332,019</b>	<b>42.2%</b>	<b>\$ 1,348,770</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	716											949	20,600	4.6%	\$ 19,651
Court	-	3,400											3,400	43,805	7.8%	\$ 40,405
Finance	20,734	20,496											41,230	288,075	14.3%	\$ 246,845
Legal Services	-	2,083											2,083	24,000	8.7%	\$ 21,918
Central Services	67,266	11,409											78,675	156,612	50.2%	\$ 77,937
Police	41,100	38,225											79,324	560,700	14.1%	\$ 481,376
Fire Control	-	-											-	8,000	0.0%	\$ 8,000
Emergency Mgt	-	-											-	16,950	0.0%	\$ 16,950
Envrmtl Presvtr	890	2,915											3,805	500,523	0.8%	\$ 496,718
Public Works	4,341	2,890											7,231	55,006	13.1%	\$ 47,775
Economic Dev	-	-											-	2,000	0.0%	\$ 2,000
Planning	5,890	6,421											12,311	72,950	16.9%	\$ 60,639
Building	2,160	4,298											6,458	37,800	17.1%	\$ 31,342
Public Health	-	-											-	500	0.0%	\$ 500
Recreation	1,066	936											2,002	17,940	11.2%	\$ 15,938
Parks	4,499	4,639											9,137	91,886	9.9%	\$ 82,749
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>98,427</b>	<b>-</b>	<b>246,606</b>	<b>1,991,347</b>	<b>12.4%</b>	<b>\$ 1,744,741</b>									
Ending Cash	-	-											736,643	340,671	216.2%	\$ (395,972)
Total Budget Amount	-	-											983,249	2,332,018	42.2%	\$ 1,348,769



## Monthly Revenue Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Remaining	
001	General	\$ 129,251.61	\$ 983,248.78	\$ 2,332,019.00	\$ 1,348,770.22	42%
101	Street	\$ 10,625.40	\$ 253,272.41	\$ 633,451.00	\$ 380,178.59	40%
104	Hotel/Motel Tax Fund	\$ 3,981.62	\$ 38,803.57	\$ 70,100.00	\$ 31,296.43	55%
105	Capital Improvement	\$ 4,417.99	\$ 459,062.09	\$ 501,980.00	\$ 42,917.91	91%
106	Drug Enforcement	\$ 0.14	\$ 1,696.02	\$ 1,700.00	\$ 3.98	100%
107	Harbor Improvements	\$ 1.97	\$ 23,516.52	\$ 26,725.00	\$ 3,208.48	88%
109	Park Impact Fee	\$ 5.03	\$ 60,076.70	\$ 60,020.00	\$ (56.70)	100%
202	79 Wtr & Swr Rev	\$ 1.34	\$ 16,002.67	\$ 15,220.00	\$ (782.67)	105%
203	75 Wtr & Swr Rev	\$ 1.08	\$ 12,848.80	\$ 10,850.00	\$ (1,998.80)	118%
209	95 PWTF	\$ -	\$ -	\$ -	\$ -	-
212	02 WWTP	\$ 15.71	\$ 187,530.91	\$ 187,848.00	\$ 317.09	100%
303	Capital for Water	\$ 53.14	\$ 634,124.46	\$ 641,200.00	\$ 7,075.54	99%
304	Capital for Sewer	\$ 43.27	\$ 516,434.10	\$ 516,300.00	\$ (134.10)	100%
401	Utility	\$ 114,985.78	\$ 406,601.48	\$ 1,095,304.00	\$ 688,702.52	37%
621	Commemorative	\$ 0.56	\$ 6,697.65	\$ 7,120.00	\$ 422.35	94%
631	Cafeteria Plan	\$ 406.02	\$ 5,342.11	\$ 14,520.00	\$ 9,177.89	37%
		<u>\$ 263,790.66</u>	<u>\$ 3,605,258.27</u>	<u>\$ 6,114,357.00</u>	<u>\$ 2,509,098.73</u>	<u>59%</u>



## Monthly Expenditure Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Unexpended	
001	General	\$ 116,352.56	\$ 264,531.11	\$ 2,332,019.00	\$ 2,067,487.89	11%
101	Street	\$ 152,713.79	\$ 165,572.95	\$ 633,450.00	\$ 467,877.05	26%
104	Hotel/Motel Tax Fund	\$ -	\$ 1,801.26	\$ 70,100.00	\$ 68,298.74	3%
105	Capital Improvement	\$ 14,678.77	\$ 14,678.77	\$ 501,979.00	\$ 487,300.23	3%
106	Drug Enforcement	\$ -	\$ -	\$ 1,700.00	\$ 1,700.00	0%
107	Harbor Improvements	\$ -	\$ -	\$ 26,725.00	\$ 26,725.00	0%
109	Park Impact Fee	\$ -	\$ -	\$ 60,020.00	\$ 60,020.00	0%
202	79 Wtr & Swr Rev	\$ -	\$ -	\$ 15,220.00	\$ 15,220.00	0%
203	75 Wtr & Swr Rev	\$ -	\$ -	\$ 10,850.00	\$ 10,850.00	0%
209	95PWTF	\$ -	\$ -	\$ -	\$ -	
212	02 WWTP	\$ -	\$ -	\$ 187,848.00	\$ 187,848.00	0%
303	Capital for Water	\$ -	\$ -	\$ 641,200.00	\$ 641,200.00	0%
304	Capital for Sewer	\$ -	\$ -	\$ 516,300.00	\$ 516,300.00	0%
401	Utility	\$ 66,706.90	\$ 242,479.90	\$ 1,095,304.00	\$ 852,824.10	22%
621	Commemorative	\$ -	\$ -	\$ 7,120.00	\$ 7,120.00	0%
631	Cafeteria Plan	\$ 148.90	\$ 520.26	\$ 14,520.00	\$ 13,999.74	4%
		<u>\$ 350,600.92</u>	<u>\$ 689,584.25</u>	<u>\$ 6,114,355.00</u>	<u>\$ 5,424,770.75</u>	11%

February 28, 2014



## Monthly Balance Sheet

WIB Balance	\$	316,558.59		
LGIP Balance	\$	2,909,349.22		
Petty Cash	\$	200.00		
<b>Total Funds</b>	<b>\$</b>	<b>3,226,107.81</b>		
Outstanding Checks	\$	-		
Outstanding Deposits (N)	\$	-		
<b>TOTAL</b>	<b>\$</b>	<b>3,226,107.81</b>		
Cash Out Sheet	\$	3,226,107.81		
	\$	-		
<b>Total Reports</b>	<b>\$</b>	<b>3,226,107.81</b>	Difference	0.00