



**TOWN COUNCIL MEETING  
AGENDA  
Island County Hearing Room  
April 26, 2016  
6:30 pm**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**CHANGES AND APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- Regular Meeting of March 22, 2016

**MAYOR'S REPORT**

**AUDIENCE INPUT - See NOTE**

**PRESENTATION**

Neighborhood Emergency Team Update, Bonnie Abney

**NEW BUSINESS**

1. **Approval of Special Event Permit #2016-04 for 2016 Penn Cove Water Festival** – *Staff recommends approval of Special Event Permit #2016-04, Penn Cove Water Festival with the attached conditions.*
2. **Approval of Special Event Permit #2016-07 for 2016 Memorial Day Parade & Remembrance Ceremony** – *Staff recommends approval of Special Event Permit #2016-07, Memorial Day Parade & Remembrance Ceremony with the attached conditions.*
3. **Approval of Interlocal Agreement between Town of Coupeville and City of Oak Harbor for Auction Services** - *Staff recommends a motion to authorize the Mayor to sign the Interlocal Agreement for Mutual Aid and Cooperation of Auction Services between the City of Oak Harbor, Washington and the Town of Coupeville, Washington, approved as to form by Grant Weed.*
4. **Approval of Resolution 16-03, adopting the Island County Multi-Jurisdictional Hazard Mitigation Plan** – *Mayor recommends a motion to approve Resolution 16-03, adopting the Island County Multi-Jurisdictional Hazard Mitigation Plan.*
5. **Authorize the Mayor to sign a letter of support for the removal of Coupeville's Joint Planning Area in Island County's Comprehensive Plan** - *Mayor recommends a motion to authorize the Mayor to sign a letter of support for the removal of Coupeville's Joint Planning Area in Island County's Comprehensive Plan.*
6. **Confirm Appointment to Planning Commission** – *Mayor recommends a motion to reappoint Ricardo Reyes to the Town of Coupeville's Planning Commission.*
7. **Set Day and Time for Council Workshop**
8. **Approval of the March 2016 payroll transactions and warrants, and April 2016 A/P transactions and warrants** - *Staff recommends a motion to approve March 2016 payroll warrants #31498 to #31502 for a total of \$67092.96; and the April 2016 A/P transactions and warrants #31504 to #31574 for a total of \$135,427.85.*

**STAFF REPORTS**

- Staff Reports will be included in the packet for May 10<sup>th</sup> instead.

**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 22, 2016  
6:30 p.m.**

**PRESENT:** Mayor Molly Hughes, Councilmembers Pat Powell, Catherine Ballay, Jackie Henderson, and Lisa Bernhardt.

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

**STAFF PRESENT:** Clerk Treasurer Kelly Beech

**CHANGES AND APPROVAL OF THE AGENDA**

Mayor Hughes suggested removing **NEW BUSINESS** Item 1, **Approval of Resolution 16-01 Regarding V010-16, seeking a variance to eliminate a side yard setback** and postponing the coinciding **PUBLIC HEARING** to a later date due to the following reasons:

- *Because we don't have a Town Planner here tonight to make the staff report, and*
- *Because we only have four Council Members in attendance tonight, and*
- *Because the Mayor has to vote in the case of a tie, so (she) can't present the staff report from the agenda, and*
- *The minutes of the Planning Commission have not yet been approved.*

**Council Action:** A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson, to set over Variance V010-16, seeking a variance to eliminate a yard setback for an accessory structure, to the Town Council Meeting on April 26, 2016 in the Island County Commissioners Hearing Room at 6:30pm. The motion passed unanimously.

Mayor Hughes also added the following items to **NEW BUSINESS**:

- 7. Cancellation of the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016**
- 8. Authorization for the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center**

**APPROVAL OF MINUTES**

The minutes of the Regular Meeting of March 08, 2016 were approved with the following correction:

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

**MAYOR’S REPORT**

- Mayor Hughes shared with the Council that this year’s Musselfest was attended by approximately 10,000 people over the course of the weekend, and nearly 8,000 of those attended on Saturday.
- Mayor Hughes met with Marshal Norrie and coordinators of Musslefest to discuss the event and ways to improve the process for next year.
- Mayor Hughes informed the Council that the Utility Advisory Committee is hard at work on the current Rate Study and she hopes to have a workshop to discuss possible rate changes in the near future.
- Mayor Hughes met with Coupeville Garden Club representatives to discuss plans they have for Town this year. They have begun moving forward with their plans and the Mayor expressed her gratitude for all of their hard work.
- Mayor Hughes informed the Council that Washington Cities Insurance Authority is evaluating all of our volunteer management materials, including forms and documents related to our Neighborhood Emergency Team (NET) program, and that soon she would be meeting with NET coordinator Bonnie Abney to go over the results of the review.
- Mayor Hughes met with Whidbey General Hospital’s Facility Manager and CEO to get an update on the expansion project. She shared that the next step will be to begin work on the landscaping and lay the foundation for the first floor of the new wing.
- Mayor Hughes reported that the final touches are being applied to the Madrona Way Project and the paving should be completed soon.
- Finally, Mayor Hughes spoke briefly about some of the challenges she’s faced over the past three months and informed the Council that she has had to let go Planning Director Tammy Baraconi, and that she has recruited a new Planning Director. Owen Dennison comes highly recommended and will start on April 11, 2016.

**AUDIENCE INPUT**

A local resident shared his concern over the changes in staff and the resignation of Planning Commissioner Molly McPherson.

A local resident shared her concern over the process governing Variance approval. The resident was encouraged to meet with the Mayor so she could answer any questions about process.

**NEW BUSINESS**

**Approval of 2016 Contract with Sound Water Stewards of Island County**

Council Action: A motion was made by Councilmember Lisa Bernhardt, second by Councilmember Catherine Ballay authorizing the Mayor to approve the contract for services with Sound Water Stewards of Island County for 2016 with following suggested changes and the addition of a hold harmless clause:

Page 1:

**Parties:**

This agreement is entered into pursuant to the \_\_\_\_\_ wherein the Town of has authority to develop local action plans to address water resource issues. *By the Town of Coupeville (Grantor), and Sound Water Stewards of Island County (Grantee), to implement a public information and education program for the Town of Coupeville.*

Questions were asked and answered. The motion passed unanimously.

**Approval of 2016 Contract with Island County Senior Services for Coupeville Senior Hub**

Council Action: A motion was made by Councilmember Catherine Ballay, second by Councilmember Pat Powell authorizing the Mayor to approve the contract for services with Island County Senior Services for Coupeville Hub for 2016 with following suggested changes and the addition of a hold harmless clause:

Page 1:

**Project Reporting:** Senior Services of Island County will submit an annual *written* report to the Coupeville Town Council. This *written* report will include participation levels, activities and expenses.

Questions were asked and answered. The motion passed unanimously.

**Approval of Grant Agreement with State of Washington Transportation Improvement Board for streetlight conversion**

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson to authorize the Mayor to sign the grant agreement between the State of Washington Transportation Improvement Board and the Town of Coupeville for LED streetlight conversion. Questions were asked and answered. The motion passed unanimously.

**Approval of Lease Agreement with Oasys for Copy Machine**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Lisa Bernhardt to approve the Lease Agreement with Oasys for a Copy Machine, not to exceed \$85.00/mo. with a \$0.007 per page fee for supplies, and applicable taxes, for a period to last no longer than 60 months. Questions were asked and answered. The motion passed unanimously.

**Approval of February 2016 Payroll an March 2016 A/P transactions and warrants**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Catherine Ballay to approve February 2016 payroll warrants #31435 to #31441 for a total of \$70,463.27; and the March 2016 A/P transactions and warrants #31442 to #31497 for a total of \$291,295.42. Questions were asked and answered. The motion passed unanimously.

**Cancelation of the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Pat Powell to cancel the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016. The motion passed unanimously.

**Authorization for the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center**

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson to authorize the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center. The motion passed unanimously.

**STAFF REPORTS**

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

**COUNCIL REPORTS**

Councilmember Catherine Ballay had nothing to report, the Law & Justice Council meeting was canceled in March.

Councilmember Pat Powell had nothing to report.

Councilmember Lisa Bernhardt reported that Ebey's Trust Board has decided on the recipients of this year's grant money and while the list is not public yet, she commented on how wonderful all of the projects are that will be receiving grant money.

Councilmember Jackie Henderson reported that the Island Transit Board of Directors has pared the applicant list down to 3 finalists for the Director position and all 3 finalist will be meeting with Island Transit staff on March 29<sup>th</sup>. There will be a public meeting allowing community members to hear more about each of the final candidates on March 30<sup>th</sup>. The Board interviewed a total of 25 applicants before deciding on the 3 finalists. They hope to have the new Director ready to start by May.

**AUDIENCE INPUT**

A local resident shared his concern the process followed to recruit and hire the new Planning Director.

**ADJOURNMENT:** 8:27 pm

Respectfully Submitted:

MAYOR:

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Kelly Beech, Clerk Treasurer

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Molly Hughes

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



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**TOWN OF COUPEVILLE**  
From the Desk of Kelly Beech, Clerk Treasurer

MEMORANDUM

April 23, 2016

TO: Town Council

FROM: Clerk Treasurer Kelly Beech

RE: Special Event Permit #2016-04, Penn Cove Water Festival

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The Penn Cove Water Festival Association submitted a Special Permit Application on February 10, 2016. The application has been thoroughly reviewed by all management staff. The event will involve closure of the entire municipal parking lot at the Rec Hall and closures of the following streets, on May 14, 2016:

- **Front Street** between the intersection of N. Main St. and the intersection of Alexander St.
- **Alexander Street** between the intersection of N. Main St. and the intersection of Coveland St.
- **Grace Street** from N. Main St. to a manned barricade at the intersection of Coveland St.

After careful review staff recommends Council approve the application with the attached conditions.

**Recommendation:** Motion to approve Special Event Permit #2016-04, Penn Cove Water Festival with the attached conditions.



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## Conditions for 2016 Penn Cove Water Festival Association Permit #2016-04

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1. At least 1 volunteer, possibly 2 will need to monitor the Town lot you'll be using for trailer parking, to make sure drivers enter and exit properly and to help with keeping the parking organized to maximize the use of the space.
2. At least 1 volunteer, possibly 2 will be required to monitor the lot you'll be using next to Town Hall, to make sure drivers enter and exit properly and to help with keeping the parking organized to maximize the use of the space.
3. At least 1 volunteer must man each barricade (street closure) during the event, with at least two at the Coveland and Grace closure (Rec Hall).
4. Copies of agreements with Churches or private residents who have granted Penn Cove Water Association access to their property for parking, need to be included with the application.
5. A reserve officer must be present at the Boat Launch from 8:00am until 5:00pm on the day of the event. Arrangements should be made with the Island County Reserve Association and they will let organizers know the expected cost.
6. The Town's Public Works Department will sign all of Ninth Street, and all of the Right-of-Ways where it is unsafe to park with "No Parking" signs.
7. The Town's Public Works Department will sign all street closures according to the event's timeline.
8. The Town's Public Works Department will drop off barricades for Penn Cove Association to place at indicated intersections prior to the event.
9. Penn Cove Water Association is responsible for signing the Handicap Parking at the Rec Hall adequately and prominently.
10. Penn Cove Water Festival Association will erect the stage in such a way that it does block access or interfere with the Lift Station at Alexander and Front Street.
11. Penn Cove Water Festival Association is responsible for emptying all rented dumpsters and Town-owned trash cans located within the event area during the event and again as part of the clean-up process.
12. Penn Cove Water Association is responsible for any damage to any Town property during the event, including those areas used for parking. The Town will determine what needs repair and those repairs must be complete within 2 weeks of notice from the Town.
13. All Town restrooms will be closed during the event.
14. Water and power will be available at the boat launch during the event.
15. Use of the grassy area next to the municipal lot at the library will be coordinated with Public Works Superintendent Kelly Riepma, and Coupeville Farmer's Market Manager Peg Tennant.
16. Penn Cove Water Association will provide a map showing how many dumpsters have been rented for the event and where they will be located.
17. Penn Cove Water Association will notify the Clerk Treasurer Kelly beech if shops along Front Street will be allowed to put merchandise in the street during the event.

2016 - Submitted 2/10/16



4 NE 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 Penn Cove Water Festival Assn.  
Contact Person Teresa Ellis Email Address: tamteresa89@gmail.com  
Business Phone \_\_\_\_\_ Home Phone 682-5060 Cell Phone 812-384-5450  
Mailing Address: 450 Race Rd.  
City Coupeville State WA Zip 98239  
Other Authorized Individuals: Vicky Reyes  
Business Phone \_\_\_\_\_ Home Phone 682-5250 Cell Phone 313-729-3614

Summary of proposed event:

- a) Type of Activity Planned: (describe event): Native canoe races, Native crafts, food, games, entertainment, children's/youth activities, storytelling, oral history, environmental education displays; native skills demonstrations
- b) Date of proposed event: May 14, 2016
- c) Hours of operation: 11 AM - 6 PM
- 70 d) Set-Up date/time: May 13, 2015 7 AM - ~~7 PM~~ 11 AM
- e) Dismantling date/time: May 14, 2015 6 PM - 8 PM
- f) Number of staff/volunteers involved in event on behalf of applicant: 125
- g) Estimated number of participants: 500<sup>+</sup> vendors, racers, entertainers
- h) Will participants pay a fee or make a donation?  YES  NO (please circle) - Vendor fee
- i) Number of vehicles, boats or other special equipment: 20<sup>+</sup> canoes, 5-6 safety watercraft
- j) Number of persons expected to attend the event: 3000<sup>+</sup>
- k) Traffic or crowd control requirements: Street barricades & cones provided by town; 1 law enforcement officer at Boat Launch 10 AM - 5 PM
- l) Street closures required: Front St. B/n N. Main & Alexander, Alexander St. B/n Front & Cleveland; Grace St. B/n Cleveland & Front St.
- m) Safety and security measures required: Rec Hall parking lot available for handicapped parking only, 1 law enforcement officer at Boat Launch; officers on the water during races
- n) Special effects (e.g. explosives, pyrotechnics, aircraft, etc.): None



- o) Animals being used: None
- p) Other features: None
- q) Safety and security measures provided by the applicant: Safety boat for race.  
EMT (Fire Dept. on site)
- r) Electric power, water and sewer requirements: water + electric at Boat Launch for racers + MC
- s) Portable restrooms provided by the applicant: 4 @ Boat Launch; 3 at alley south of museum

**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 Coupsville. 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 Coupsville.

**Public Liability Insurance Company:**

Name of Company: Liberty Mutual

Policy Number: 01-CI-743137-1 Agent: Porter-Sturman's Ins.

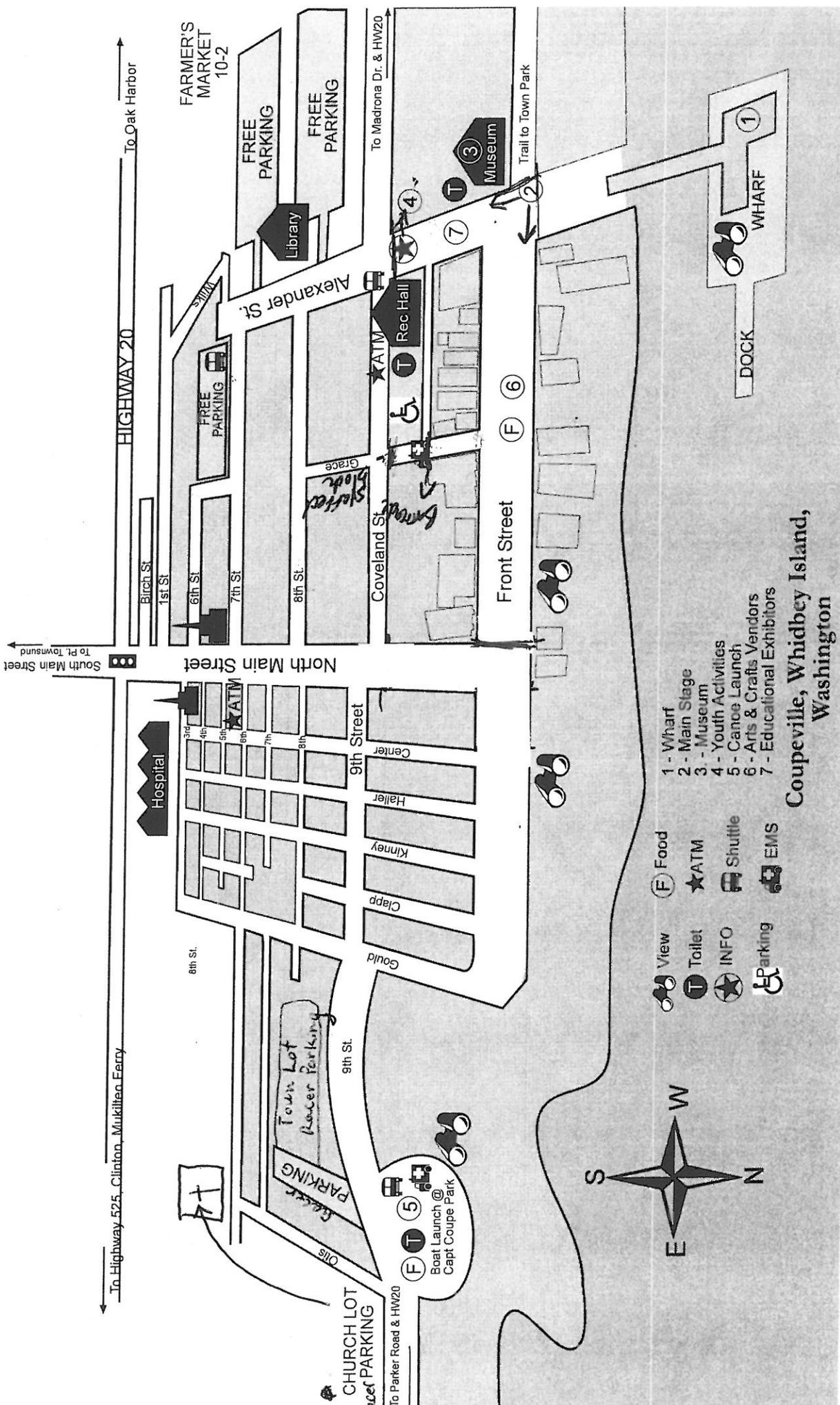
Expiration Date: \_\_\_\_\_ Amount: \$2,000,000

**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 Coupsville, 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 6th day of February, 2016.

Jessica A. Ellis, Operations Lead  
Signature of Applicant or Agent



To Pt. Townsend  
South Main Street

To Highway 525, Clinton, Mukilteo, Ferry

HIGHWAY 20

To Oak Harbor

FARMER'S MARKET  
10-2

Alexander St.

North Main Street

CHURCH LOT  
PARKING

To Parker Road & HW20

Boat Launch @  
Capt Coupe Park

9th St.

Gould

Clapp

Kinney

Haller

Center

9th Street

Coveland St.

ATM

Rec Hall

To Madrona Dr. & HW20

Trail to Town Park

3

4

7

Museum

2

6

Front Street

8th St.

7th St.

6th St.

5th St.

4th St.

3rd St.

2nd St.

1st St.

Birch St.

FREE PARKING

FREE PARKING

FREE PARKING

FREE PARKING

Library

DOCK

WHARF

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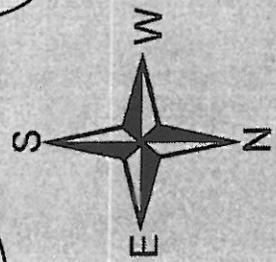
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- 1 - Wharf
- 2 - Main Stage
- 3 - Museum
- 4 - Youth Activities
- 5 - Dance Launch
- 6 - Arts & Crafts Vendors
- 7 - Educational Exhibitors

- View
- Food
- Toilet
- ATM
- INFO
- Shuttle
- Parking
- EMS



Coupeville, Whidbey Island,  
Washington



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**TOWN OF COUPEVILLE**  
From the Desk of Kelly Beech, Clerk Treasurer

MEMORANDUM

April 23, 2016

TO: Town Council

FROM: Clerk Treasurer Kelly Beech

RE: Special Event Permit #2016-07, Memorial Day Parade & Remembrance Ceremony

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The Coupeville Chamber of Commerce submitted a Special Permit Application on March 8, 2016. The application has been thoroughly reviewed by all management staff. The event will take place in Coupeville Town Park and includes a parade that will involve closures of the following streets (between 9:00am and 12:30pm), on May 28, 2016:

- **Terry Road** between the intersection of N. Main St. and the intersection of Fort Casey Rd for staging.
- **S. Main Street** between the intersection of Terry Rd. and the intersection of Hwy. 20, **northbound lane only** (this is a rolling closure and the street will reopen once the parade has passed).
- **N. Main Street** between the intersection of Hwy. 20 and the intersection of Front St., **northbound lane only** (this is a rolling closure and the street will reopen once the parade has passed).
- **Front Street** between the intersection of N. Main St. and Alexander St.
- **Alexander Street** between the intersection of Front St. and Coveland St.
- **Coveland Street** between the intersection of Madrona Way and Broadway St.

After careful review staff recommends Council approve the application with the attached conditions.

**Recommendation:** Motion to approve Special Event Permit #2016-07, Memorial Day Parade & Remembrance Ceremony with the attached conditions.



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## Conditions for 2016 Memorial Day Parade & Remembrance Ceremony Permit #2016-07

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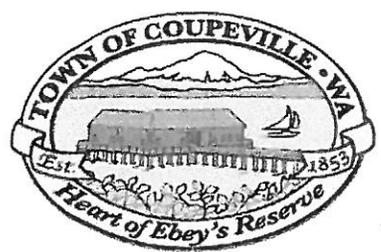
1. Staging for the Parade will be on that area of Terry Road between the intersection of S. Main St. and Fort Casey Road.
2. At least 1 volunteer must man each barricade (street closure) during staging for the parade.
3. Copies of agreements with the School District, Churches or private residents who have granted Coupeville Chamber of Commerce access to their property for parking, need to be included with the application.
4. This event will involve rolling street closures and organizers are required to have a law enforcement escort at the beginning and end of the parade, as well as personnel to facilitate the crossing at Highway 20. Arrangements should be made with the Island County Reserve Association and they will let organizers know the expected cost.
5. The Town's Public Works Department will drop off barricades for Coupeville Chamber of Commerce to place at indicated intersections prior to the event.
6. The Town's Public Works Department will sign all of Front Street, those portions of Alexander Street and Coveland Street closed during the event (including along the fence at Town Park), as well as all of the Right-of-Ways where it is unsafe to park with "No Parking" signs.
7. The Town's Public Works Department will sign all street closures according to the event's timeline.
8. Coupeville Chamber of Commerce is responsible for emptying all rented dumpsters and Town-owned trash cans located within the event area as part of the clean-up process.
9. Coupeville Chamber of Commerce is responsible for any damage to any Town property during the event, including those areas used for parking. The Town will determine what needs repair and those repairs must be complete within 2 weeks of notice from the Town.
10. Parade participants will proceed to Town Park before disbanding. Walkers and float riders will not disband at any point prior to that section of Coveland St. between the intersection of Madrona Way and Broadway St. at the Town Park, designated by event coordinators as the end of the parade.

16007

RECEIVED

MAR 08 2016

Town of Coupeville



TOWN OF COUPEVILLE  
4 NE 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 Chamber of Commerce  
Contact Person Lynda Eedes Email Address: director@coupevillechamber.com  
Business Phone 360-678-5434 Home Phone \_\_\_\_\_ Cell Phone 360-969-3129  
Mailing Address: PO Box 152  
City Coupeville State WA Zip 98239  
Other Authorized Individuals Shelli Trumbull - President Board of Dir.  
Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Summary of proposed event:**

- a) Type of Activity Planned: (describe event): Memorial Weekend Parade, Concert & Picnic in the Park.
  - b) Date of proposed event: Saturday May 28 2016
  - c) Hours of operation: Parade 9-12 - Park 12-3
  - d) Set-Up date/time: Saturday May 28<sup>th</sup> 9am Terry Rd. 10am Park.
  - e) Dismantling date/time: Parade: 11am - Park 3pm
  - f) Number of staff/volunteers involved in event on behalf of applicant: 15
  - g) Estimated number of participants: Parade: Max 75 entries - Concert & Picnic 300.
  - h) Will participants pay a fee or make a donation? YES  NO (please circle)
  - i) Number of vehicles, boats or other special equipment: CARS, Trucks, Tractors in Parade.
  - j) Number of persons expected to attend the event: 500 - 1,000
  - k) Traffic or crowd control requirements: Traffic Control - N+S Main at Highway 20, Broadway @ Hwy 20, throughout town during Parade.
  - \* l) Street closures required: Front & Alexander & Cleveland To Park during Parade, Cleveland from Broadway to S. Main during Parade
  - m) Safety and security measures required: Street closures due to Parade participants (walkers, horses, Crossing Highway 20.
  - n) Special effects (e.g. explosives, pyrotechnics, aircraft, etc.): Requested Flyover but not confirmed.
- \* Terry Rd from S. Main to Fort Casey Rd for Parade... line-up.

- o) Animals being used: Only those in Parade.
- p) Other features: \_\_\_\_\_
- q) Safety and security measures provided by the applicant: Parade supported annually by Town so we rely on support from Town.
- r) Electric power, water and sewer requirements: At Town Park.
- s) Portable restrooms provided by the applicant: No.

**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:**

Name of Company: Stages Liberty Mutual  
 Policy Number: 01C18276131 Agent: Merson Insurance  
 Expiration Date: Nov. 14, 2016 Amount: \$1 million + 2 million <sup>agg.</sup>

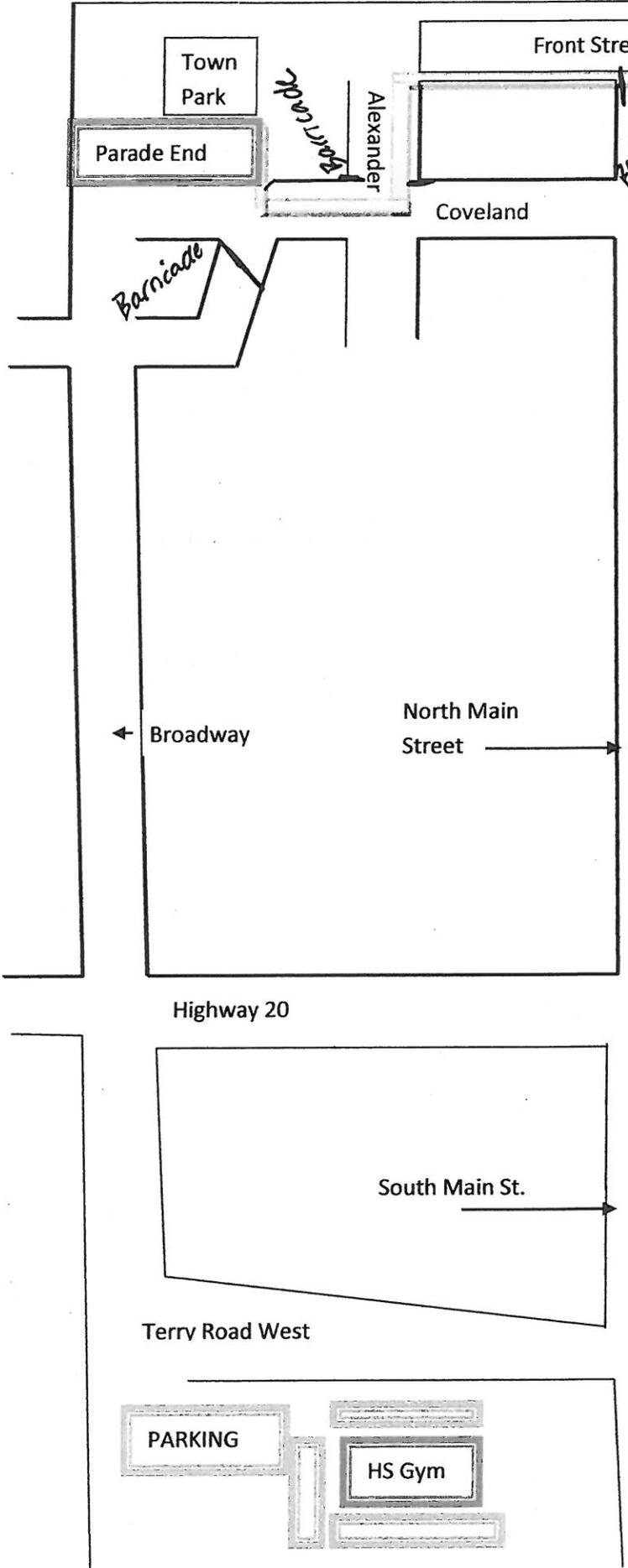
**PARTICIPANTS:** Any event which attracts 1,000 or more persons to Town Park, or any event that involves activities in both the Town Park and the Historic Commercial District and which attracts 100 or more persons, will require the closure of the pathway between the Town Park and the Historic Commercial 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 8<sup>th</sup> day of March, 2016.

  
 Signature of Applicant or Agent

MAP IS NOT TO SCALE



**Directions for WALKERS in Parade**

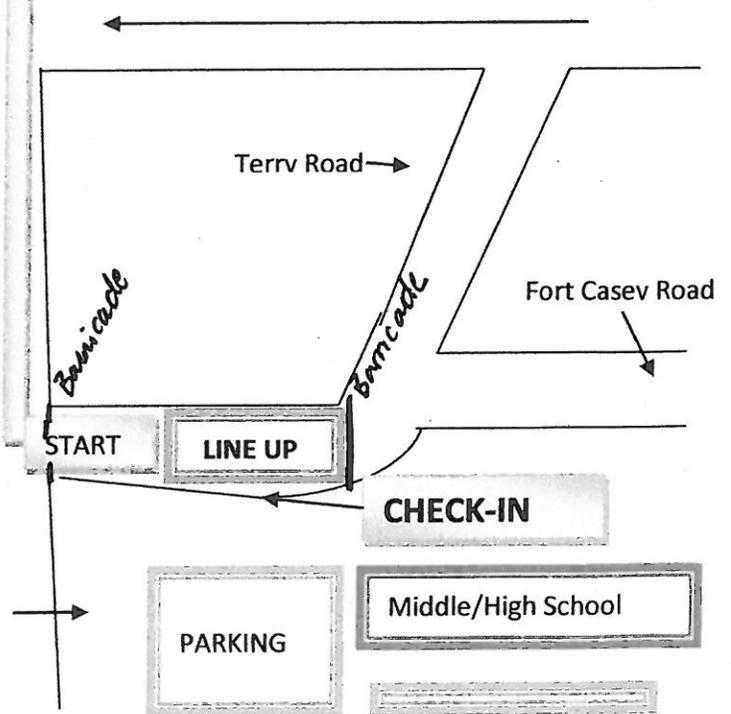
- Park outside High School or Gym BEFORE checking in
- Check In outside Performing Arts Center at Middle/High School) on TERRY ROAD

**PARADE ROUTE:**

- LINE UP ON TERRY ROAD
- SOUTH MAIN STREET
- ACROSS HWY 20 TO NORTH MAIN
- FRONT STREET
- ALEXANDER STREET
- COVELAND

**PARADE ENDS AT TOWN PARK**

- PARADE WALKERS ENTER PARK AND WALK AROUND BACK ROAD TO EXIT - WAIT ,
- REMAIN IN PARK FOR CONCERT AND PICNIC
- SEATAC SHUTTLE WILL TAKE WALKERS BACK TO HIGH SCHOOL





**TOWN OF COUPEVILLE**  
From the Desk of Kelly Beech, Clerk Treasurer

MEMORANDUM

April 23, 2016

TO: Town Council

FROM: Clerk Treasurer Kelly Beech

RE: Interlocal Agreement for Mutual Aid and Cooperation of Auction Services  
with the City of Oak Harbor.

The Town of Coupeville has a number of items that are no longer of use to the Town. In the past the Town of Coupeville has advertised for and held closed bids for our surplus items. The process includes advertising costs and staff time to allow prospective bidders the opportunity to view the surplus items, as well as management of the bid process. A common method of disposal for surplus items is through public auction.

The City of Oak Harbor organizes and advertises a public auction each year. Staff has discussed the possibility of entering into a cooperative agreement with Oak Harbor to dispose of our surplus items. The benefit of entering into a cooperative agreement with another City for these services is two-fold:

- Multijurisdictional auctions are attended by a much larger number of people than we would normally reach with our ads for closed bids - we are more likely to get the best return on our items because the number of participants is so large.
- The process will involve minimal staff time.

Attached to this memorandum is a copy of the Interlocal agreement outlining the details of our cooperation with Oak Harbor. In exchange for organizing the auction and providing a location for the auction, the Town of Coupeville is agreeing to pay the City of Oak Harbor 8% of their proceeds from the auction. The Town further agrees to pay for their fair share of costs associated with the auction, including advertising and operations.

This agreement has been sent to our Town attorney, Grant Weed for review.

**Recommendation:** Authorization for the Mayor to sign the Interlocal Agreement for Mutual Aid and Cooperation of Auction Services between the City of Oak Harbor, Washington and the Town of Coupeville, Washington, approved as to form by Grant Weed.

**INTERLOCAL AGREEMENT FOR MUTAL AID AND COOPERATION OF AUCTION SERVICES BETWEEN THE CITY OF OAK HARBOR, WASHINGTON AND THE TOWN OF COUPEVILLE, WASHINGTON**

THIS AGREEMENT is made and entered into this 5<sup>th</sup> day of April, 2016, by and between the CITY OF OAK HARBOR, WASHINGTON, a municipal corporation, hereinafter referred to as "Oak Harbor", and TOWN OF COUPEVILLE, WASHINGTON, a public corporation, hereinafter referred to as "Town of Coupeville".

**WINESETH:**

**WHEREAS**, Town of Coupeville desires to join the City of Oak Harbor in the annual City-Wide Auction; and

**WHEREAS**, the Interlocal Cooperation Act, as amended and codified in Chapter 39.34 RCW provides for interlocal cooperation between government agencies.

**NOW, THEREFORE**, in consideration of the mutual agreements and covenants herein contained, the parties agree as follows:

**Purpose:** The purpose of this agreement is to establish mutual aid and cooperation in allowing both Oak Harbor and Town of Coupeville to join together to surplus items via an auction method.

**Responsibilities of Oak Harbor:** Oak Harbor shall have the following duties and responsibilities under this Agreement;

1. Oak Harbor will procure the Auctioneer and be responsible of all transactions with said vendor.
2. Oak Harbor will provide the auction site and all security necessary to ensure auction items are stored, sold and removed from site.
3. Oak Harbor will pay their fair share of operating and advertising costs.
4. Oak Harbor will pay the 8% auction fee based on the gross total of Oak Harbor.

**Responsibilities of Town of Coupeville:** Town of Coupeville shall have the following duties and responsibilities under this Agreement;

1. Town of Coupeville will surplus their items as outlined in their surplus and disposal procedures.
2. Town of Coupeville will provide Oak Harbor with a detailed list of items to be sold.
3. Town of Coupeville will provide Oak Harbor with all surplus vehicle and equipment titles, if applicable.
4. Town of Coupeville will transport all items to designated area by the designated time set forward by the auctioneer.
5. Town of Coupeville will pay their fair share of operating and advertising costs.
6. Town of Coupeville will pay the 8% auction fee based on the gross total of Town of Coupeville items.

**Representation, Warranties, and Indemnities:**

- A. Oak Harbor represents and warrants to Town of Coupeville that it has authority to enter into this Interlocal Agreement pursuant to RCW 39.34.030(2).
- B. Town of Coupeville represents and warrants to Oak Harbor that it has authority to enter into this Interlocal Agreement pursuant to RCW 39.34.030(2).
- C. It is understood and agreed between the parties hereto that both Oak Harbor and Town of Coupeville agree to protect, defend, indemnify and hold harmless one another, its council, agents, departments and employees against any and all liabilities, claims, damages, penalties, actions, costs, and expenses (including reasonable attorney's fees) which may arise for any reason as a result of the performance of the Agreement by either party.

**Duration of Agreement.** This agreement will expire June 30, 2016.

**Termination of Agreement.** Either party may terminate this Agreement, by providing written notice to the designated contact for each party identified in the "Notices" section of this Agreement. This written notice must be served on the other party within thirty days (30) of the date of termination.

**Partial Invalidity.** Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any provisions of this Agreement, which shall prove to be invalid, void, or illegal, shall in no way affect, impair, or invalidate any other provisions herein, and such other provisions shall remain in full force and effect.

**No Third-Party Rights.** Except as expressly provided herein, nothing in this Agreement shall be construed to permit anyone other than the parties hereto and their successors and assigns to rely upon the covenants and agreements herein not to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of nonperformance hereunder.

**Assignability.** The rights, duties, and other obligations of either party to this Agreement may not be assigned to any third party without the prior written consent of the other party, which consent shall not be unreasonably withheld.

**Interlocal Cooperation Act.** No special budget or funds are anticipated, nor shall be created. It is not intended that a separate legal entity be established to conduct this cooperative undertaking, nor is the acquisition, holding, or disposing of real or personal property other than as specifically provided within the terms of this Agreement anticipated. Oak Harbor shall be designated as the Administrator of this Interlocal Agreement.

**Entire Agreement.** This Agreement and any amendments thereto mutually agreed to by the parties, constitutes the entire Agreement between the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties. Either party may request changes to the Agreement. Proposed changes that are mutually agreed upon shall be incorporated by written amendment hereto.

**Insurance.** Each party shall maintain in effect insurance with limits in the amount each entity currently has in place.

**Dispute Resolution.** It is the parties' intent to resolve any disputes relating to the interpretation or application of this Agreement informally through discussions at the staff level. In the event disputes cannot be resolved informally at the staff level, then the parties agree to first submit the dispute to non-binding mediation/dispute resolution before resorting to litigation.

**Litigation.** In the event that any suite or action is instituted by either party to enforce compliance with or interpret any of the terms, covenants, or conditions of this Agreement, the prevailing party shall be entitled to collect, in addition to necessary court costs, such sums as the court may adjudge as reasonable attorney fees. The venue for any action to enforce and interpret this Agreement shall lie in the Superior Court for Town of Coupeville, Washington.

**Notices.** All notices and demands shall be in writing and sent to the parties hereto at their address as follows:

**To Oak Harbor:**

Robert Severns  
Mayor  
865 SE Barrington Drive  
Oak Harbor, WA 98277

**To Town of Coupeville:**

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

**Filing of Agreement.** Executed copies of this agreement shall be filed as required by Section 39.34.040 of the Revised Code of Washington prior to this agreement becoming effective.

**IN WITNESS WHEREOF** said parties have caused this Agreement to be signed by the duly authorized officials on the day and year first above written.

ENTERED this 5<sup>th</sup> day of April, 2016.

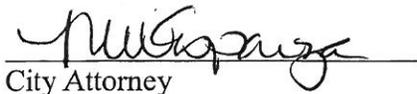
**CITY OF OAK HARBOR**

  
\_\_\_\_\_  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Attorney

**TOWN OF COUPEVILLE**

\_\_\_\_\_  
(Title)

ATTEST:

\_\_\_\_\_  
(Title)

APPROVED AS TO FORM:

\_\_\_\_\_  
(Title)

# TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

## MEMORANDUM

April 17, 2016

TO: Town Council  
FROM: Molly Hughes  
RE: Hazard Mitigation Plan

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The Stafford Disaster Relief and Emergency Assistance Act requires jurisdictions to have an approved disaster mitigation plan in place in order to be eligible for financial aid in times of disaster. FEMA encourages multi-jurisdictional plans.

The Town of Coupeville, specifically Utilities Superintendent William LaRue, participated in the development of a multi-jurisdictional plan for Island County. Rather than print the 400 page plan, you may view it at:  
[www.islandcountywa.gov/DEM/Pages/Hazard-Mitigation-Plan.aspx](http://www.islandcountywa.gov/DEM/Pages/Hazard-Mitigation-Plan.aspx).

The jurisdictions partnering on this plan include Langley, Oak Harbor, Whidbey General Hospital, The Ports of Coupeville and South Whidbey, and Camano Island, Central Whidbey and South Whidbey Fire and Rescue. The plan is complete and now we need a resolution to approve it. Thank you.

**Recommendation** Motion to authorize the Mayor to sign Resolution 16-03 adopting the Island County Multi-Jurisdiction Hazard Mitigation Plan.

**RESOLUTION NO. 16-03**  
**A RESOLUTION OF THE TOWN COUNCIL OF COUPEVILLE, WA**  
**AUTHORIZING THE ADOPTION OF THE ISLAND COUNTY**  
**MULTI-JURISDICTION HAZARD MITIGATION PLAN**

**WHEREAS**, Coupeville has exposure to natural hazards that increase the risk to life, property, environment and the Town's economy. Pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established requirements for pre and post disaster hazard mitigation programs requiring that "local and tribal government applicants for sub grants must have an approved local mitigation plan in accordance with 44 CFR 201.6 prior to receipt of a Hazard Mitigation Grant Program sub-grant funding." The purpose of such local mitigation plan is to represent the Multi-Jurisdiction's commitment to reduce risks from natural and man-made hazards; and

**WHEREAS**, pursuant to 44 CFR 201.6, a coalition of Island County stakeholders with like planning objectives was formed to pool resources and create consistent mitigation strategies to be implemented within each partner's identified capabilities within the Island County Planning Area; and

**WHEREAS**, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy; and

**WHEREAS**, pursuant to 44 CFR 201.6, the Island County Multi-Jurisdiction Hazard Mitigation Plan has been reviewed and found to meet the regulatory criteria, and following adoption by participating jurisdictions, will be approved by FEMA, making all adopting jurisdictions eligible for mitigation project grants.

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Coupeville that, the Island County Multi-Jurisdiction Hazard Plan is hereby adopted in its entirety representing the Town's commitment to reduce risks from natural and man-made hazards.

PASSED by the Town Council of the Town of Coupeville and APPROVED by the Mayor  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

TOWN OF COUPEVILLE:

Attest:

By \_\_\_\_\_  
Molly Hughes, Mayor

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



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**TOWN OF COUPEVILLE**  
From the Desk of Molly Hughes, Mayor

MEMORANDUM

April 22, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes *MH*

RE: Joint Planning Area

---

On April 19, 2016 the Planning Commission and Town Council listened to a presentation regarding the Island County Joint Planning Area (JPA). The Island County Planning Department recommended eliminating Coupeville's JPA.

Based on the questions, answers and comments at that meeting, I have prepared a letter from the Town supporting that recommendation. If this letter represents the Council's agreement with this recommendation, I would ask for your approval to forward it to Island County Planning.

**Recommendation** Move to authorize the Mayor to sign a letter of support for the removal of Coupeville's Joint Planning Area in Island County's Comprehensive Plan.



# Town of Coupeville

4 NE Seventh ▪ PO Box 725 ▪ Coupeville WA 98239  
360.678.4461 ▪ 360.678.3299 Fax ▪ [www.townofcoupeville.org](http://www.townofcoupeville.org)

April 22, 2016

Beckye Frey  
Planning Department  
PO Box 5000  
Coupeville, WA 98239

Beckye,

Thank you for your presentation to our Planning Commission and Town Council on April 19, 2016. Your explanation of Island County's Joint Planning Area (JPA) surrounding the Town of Coupeville and the opportunity to understand this process was appreciated.

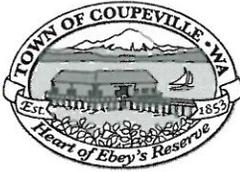
We understand that changes made to this JPA are a part of Island County's Comprehensive Plan update and ultimately Island County's decision. Thank you for providing us the opportunity for input. We understand:

- The Town of Coupeville's population projections do not indicate a need for growth beyond our town limits for the next 20 years.
- The Town of Coupeville is a part of Ebey's Landing National Historical Reserve and the Town and the County currently work together on any new development in this area through our Ebey's Landing Design Guidelines.
- Much of the land directly outside the town limits is protected with land easements and agricultural zoning.
- Through your public process, many of the farmers and land owners in the Town and surrounding area have expressed a desire not to have additional use designation overlays applied to the existing JPA.

We further understand that the County has committed to the possibility of re-establishing a JPA if the Town and County feel it is necessary in the future. For these reasons, the Coupeville Town Council supports the Island County Planning Department's recommendation to eliminate the JPA surrounding the Town of Coupeville.

Again, thank you for the opportunity for input in this process.

Molly Hughes  
Mayor



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**TOWN OF COUPEVILLE**  
From the Desk of Molly Hughes, Mayor

MEMORANDUM

April 22, 2016

TO: Town Council  
FROM: Mayor, Molly Hughes *mt*  
RE: Planning Commission

---

Ricardo Reyes has applied to be reappointed to the Planning Commission after serving one, four year term. Ricardo's career in the building industry and his understanding of zoning and building codes brings an important set of experience to the Commission.

On a side note, Ricardo is a major volunteer to Coupeville and greater Whidbey Island in the emergency preparedness field. He is Co-Captain to our NET organization and highly trained with the Red Cross and CERT. I appreciate his willingness to serve our community and the time and care he puts into this service.

**Recommendation:** Move to reappoint Ricardo Reyes to the Town of Coupeville's Planning Commission.

RECEIVED

FEB 09 2016



TOWN OF COUPEVILLE

Town of Coupeville

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

**VOLUNTEER APPLICATION**

Planning Commission (4 year term)  
Position

Reyes RICARDO -  
Name: Last First Middle

701 NW Kraeger St. 360-682-5250  
Street Address Phone

NA  
Mailing Address (if different)

Coupeville WA 98239 rreyesvh@me.com  
City State Zip email address

Are you a registered voter in Island County?  Yes  No

**BACKGROUND:**

Education Community College; Business Administration

Occupation (s): Retiree: twenty years Code Enforcement; Construction Trade

Carpentry, residential, commercial and bridge building; 23 plus years military service

Other Volunteer Positions: Dept. Emergency Management, Red Cross, Coupeville NET-LIONS

Hobbies: Golf, recreational shooting (Hand gun)

Other applicable experience: service the last 4 years on the Planning Commission Bd.

**SKILLS:**

List Applicable Skills Knowledge in zoning ordinance, building code and

various industry standards

**DESIRE:**

Briefly describe why you are interested in volunteering: (continue on back page if needed)

Service my community;

Signature: [Signature] Date: Feb 9th 2016



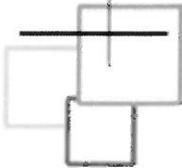


Payroll Voucher Directory March 2016	
Number	Amount
Total 31498	\$6,657.77
Total 31499	\$1,445.94
Total 31500	\$220.00
Total 31501	\$520.00
Total 31502	\$8,514.79
Total EFTPS - Mar 2016	\$13,352.38
<b>Total Payroll Vouchers</b>	<b>\$30,710.88</b>
Direct Deposit Activity March 2016	
Name	Amount
March 2016 Draw	
LaRue, William	\$1,889.33
Lynn, Jesse	\$1,300.00
McMann, James M	\$1,150.00
Riepma, Kelly R.	\$1,600.00
Wadlington, Jimmy R.	\$1,400.00
March 2016 Regular	
Abney, Bonnie M.	\$414.23
Apsey, Amanda L	\$1,954.16
Baraconi, Tammy S	\$3,113.15
Beech, Kelly	\$4,042.52
Hughes, Molly J.	\$2,423.32
LaRue, William	\$3,057.19
Lynn, Jesse	\$2,010.12
Maier, Shelly R	\$2,582.00
McMann, James M	\$1,735.14
Riepma, Kelly R.	\$2,519.44
Vinsant, Paul	\$3,482.97
Wadlington, Jimmy R.	\$1,708.51
<b>Total Direct Deposit</b>	<b>\$36,382.08</b>
<b>Total Payroll</b>	<b>\$67,092.96</b>

**A/P Voucher Directory**  
**April 2016**

Number	Amount
Total 31504	\$154.50
Total 31505	\$115.13
Total 31506	\$102.07
Total 31507	\$46.45
Total 31508	\$38.00
Total 31509	\$1,466.27
Total 31510	\$95.32
Total 31511	\$1,250.00
Total 31512	\$682.09
Total 31513	\$187.50
Total 31514	\$26.09
Total 31515	\$795.05
Total 31516	\$267.81
Total 31517	\$37.86
Total 31518	\$207.25
Total 31519	\$1,437.02
Total 31520	\$775.73
Total 31521	\$705.33
Total 31522	\$122.46
Total 31523	\$3.07
Total 31524	\$113.95
Total 31525	\$343.09
Total 31526	\$70.66
Total 31527	\$8,169.98
Total 31528	\$5,346.26
Total 31529	\$172.53
Total 31530	\$43.48
Total 31531	\$3,866.39
Total 31532	\$2,127.65
Total 31533	\$25.00
Total 31534	\$46,411.55
Total 31535	\$25.00
Total 31536	\$578.90
Total 31537	\$41.45
Total 31538	\$259.90
Total 31539	\$100.00
Total 31540	\$150.00
Total 31541	\$104.08
Total 31542	\$1,377.00
Total 31543	\$180.00
Total 31544	\$184.69
Total 31545	\$913.13
Total 31546	\$323.50
Total 31547	\$255.15
Total 31548	\$221.30
Total 31549	\$196.66
Total 31550	\$614.72
Total 31551	\$3,743.00
Total 31552	\$5,645.39
Total 31553	\$18.93
Total 31554	\$428.00
Total 31555	\$166.34
Total 31556	\$172.50
Total 31557	\$334.14
Total 31558	\$14,191.85
Total 31559	\$92.05
Total 31560	\$70.66
Total 31561	\$5,297.76
Total 31562	\$5,278.63
Total 31563	\$975.00
Total 31564	\$1,901.53
Total 31565	\$281.47
Total 31566	\$2,232.50
Total 31567	\$751.55
Total 31568	\$43.48
Total 31569	\$1,680.00
Total 31570	\$14.19
Total 31571	\$3,150.00
Total 31572	\$5,277.81
Total 31573	\$1,016.30
Total 31574	\$1,933.75
<b>Total</b>	<b>\$135,427.85</b>

# Voucher Directory



Vendor	Number	Reference	Account Number	Description	Amount
*Temporary Vendor	31504				
		032516	2016 - April - April Manuals	Penn Cove Taproom	
				Refund of Inspection Fee	\$150.00
				001-000-000-322-10-00-00	\$4.50
				Bldg Permit, Mech, Plumb	
				001-000-000-389-01-00-00	\$154.50
				W.s.-Building Permit Fee	\$154.50
		Total 032516			
Total 31504					
31539		04092016	2016 - April - April A/P	Kimberly Hoctor	
				Rec Hall Reservation Cancellation Refund	\$100.00
				001-000-000-362-40-00-00	\$100.00
				Facility Rentals	\$100.00
		Total 04092016			
Total 31539					
31540		04192016	2016 - April - April A/P	Penn Cove Shellfish	
				Fire Inspection Refund	\$150.00
				001-000-000-342-20-00-00	\$150.00
				Fire Protection Services	\$150.00
		Total 04192016			\$404.50
Total 31540					
*Temporary Vendor	31505				
Ace Hardware		269088	2016 - April - April Manuals		
				Parts & Supplies	\$16.29
				001-000-000-575-50-31-00	\$70.62
				Office & Operating Com Ctr	
				101-000-000-542-71-31-00	\$86.91
				Office & Operating - Roadside	
		Total 269088			
		269155			
				Parts & Supplies	\$1.09
				001-000-000-575-50-31-00	
				Office & Operating Com Ctr	
				\$14.99 Item Exchanged for \$15.99 Item	
		Total 269155			\$1.09
		269205			
				Supplies	\$27.13
				401-000-000-534-80-31-00	\$27.13
				Office & Operating - Water	
		Total 269205			\$115.13
Total 31505					

Vendor	Number	Reference	Account Number	Description	Amount
	31541		2016 - April - April A/P		
		269532		Supplies	
			101-000-000-542-71-31-00	Office & Operating - Roadside	\$104.08
					\$104.08
					\$104.08
					\$219.21
Total Ace Hardware	Total 31541				
All-Phase Electric Supply					
	31506		2016 - April - April Manuals		
		0952-792126		Town Hall Ballasts	
			001-000-000-518-00-31-00	Office & Operating CS	\$102.07
					\$102.07
					\$102.07
Total All-Phase Electric Supply	Total 31506				
Associated Earth Sciences, Inc.					
	31542		2016 - April - April A/P		
		031852		Front Street Repair	
			101-000-000-542-61-48-00	Repair & Maintenance -Sidewalk	\$1,377.00
					\$1,377.00
					\$1,377.00
Total Associated Earth Sciences, Inc.	Total 31542				
AT&T Mobility					
	31507		2016 - April - April Manuals		
		287244041563X04052016		Utilities Cell Phone	
			401-000-000-534-80-42-00	Communication - Water	\$23.23
			401-000-000-535-80-42-00	Communications - Sewer	\$23.22
					\$46.45
					\$46.45
					\$46.45
Total AT&T Mobility	Total 31507				
Avocet Environmental Test					
	31508		2016 - April - April Manuals		
		1600679-IN		Sewer Testing	
			401-000-000-535-80-41-00	Professional Services - Sewer	\$38.00
					\$38.00
					\$38.00
Total 31508	Total 31508				
31543			2016 - April - April A/P		
		1601006-IN		Testing	
			401-000-000-534-80-41-00	Professional Services - Water	\$108.00
					\$108.00
					\$108.00
Total 31506	Total 1601006-IN				

Vendor	Number	Reference	Account Number	Description	Amount
		1601219-IN			
			Testing		
			401-000-000-534-80-41-00	Professional Services - Water	\$72.00
					\$72.00
					\$180.00
					\$218.00
Total Avocet Environmental Test Big Rock Designs	31509				
			2016 - April - April Manuals		
		10867			
			NET Packets		
			001-000-000-525-60-31-00	Office/oper Supplies-Emer Svcs	\$1,466.27
					\$1,466.27
					\$1,466.27
Total 31509 31544					
			2016 - April - April A/P		
		10875			
			March Newsletter		
			401-000-000-534-80-41-00	Professional Services - Water	\$24.46
			401-000-000-535-80-41-00	Professional Services - Sewer	\$24.46
					\$48.92
Total 10875 10879					
			Business Cards		
			001-000-000-518-00-31-00	Office & Operating CS	\$35.77
			001-000-000-558-00-31-00	Office & Operating Plan	\$100.00
					\$135.77
					\$184.69
					\$1,650.96
Total 31544 Total Big Rock Designs Coast Controls &	31545				
			2016 - April - April A/P		
		00051810			
			Annual Testing		
			401-000-000-535-80-41-00	Professional Services - Sewer	\$913.13
					\$913.13
					\$913.13
					\$913.13
Total 31545 Total Coast Controls & Coastwide Laboratories	31510				
			2016 - April - April Manuals		
		GW2861804			
			Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	\$26.23
					\$26.23
Total GW2861804					



Vendor	Number	Reference	Account Number	Description	Amount
		8498 30 022 0156752- APR 2016			
			WWTP Internet & Phones		
			401-000-000-534-80-42-00	Communication - Water	\$129.71
			401-000-000-535-80-42-00	Communications - Sewer	\$129.70
		Total 8498 30 022 0156752- APR 2016			\$682.09
Total COMCAST	Total 31512				\$682.09
Consider It Done	31513				
		03/16/16		2016 - April - April Manuals	
			Filing		
		Total 03/16/16	001-000-000-518-00-41-01	Professional Svcs - Archives	\$187.50
Total Consider It Done	Total 31513				\$187.50
Custom Engraving	31514				
		16-201		2016 - April - April Manuals	
		Total 16-201	Name Plates		\$26.09
Total Custom Engraving	Total 31514		001-000-000-518-00-31-00	Office & Operating CS	\$26.09
CWA Consultants, P.S.	31515				\$26.09
		16-058 (B110-15)		2016 - April - April Manuals	
			Professional Services- Building Official		
		Total 16-058 (B110-15)	001-000-000-559-60-41-00	Professional Services - Bldg	\$795.05
Total CWA Consultants, P.S.	Total 31515				\$795.05
Davis Industries Inc	31516				
		58711		2016 - April - April Manuals	
		Total 58711	Davis Lease- Final Payment		\$267.81
Total Davis Industries Inc	Total 31516		001-000-000-518-00-45-00	Rentals & Leases - CS	\$267.81
					\$267.81

Vendor	Number	Reference	Account Number	Description	Amount
Ferguson Waterworks	31547	0503372	2016 - April - April A/P		
			Well 1-06 Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	\$255.15
					\$255.15
					\$255.15
					\$255.15
Total Ferguson Waterworks	31547	Total 0503372			
Frontier Building Supply	31517	2141	2016 - April - April Manuals		
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$17.38
					\$17.38
			V-1 & Other Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	\$0.75
			V-1		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$0.75
			V-1		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$4.12
					\$5.62
Total 2209	2213	Total 2141			
		2209			
Total 2213	2340	Total 2213			
		2340			
Total 2340	2563	Total 2340			
		2563			
Total 31517	31548	2563	2016 - April - April A/P		
			Supplies		
			401-000-000-534-80-31-00	Office & Operating - Water	\$5.88
					\$5.88
					\$37.86
Total 2563	2823	Total 2563			
		2823			
Total 2823	2840	Total 2823			
		2840			
Total 2840		Total 2840			
			Supplies		
			001-000-000-518-00-31-00	Office & Operating CS	\$88.17
					\$88.17
			Supplies		
			101-000-000-542-71-31-00	Office & Operating - Roadside	\$5.09
					\$5.09
			Supplies		
			001-000-000-518-00-31-00	Office & Operating CS	\$86.76
					\$86.76

Vendor	Number	Reference	Account Number	Description	Amount
	2851		Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$41.28
	Total	2851			\$41.28
<b>Total 31548</b>					
Total Frontier Building Supply					
Frontier Communications					
31518					
			2016 - April - April Manuals		
			360-678-1389-022608-5 APR 2016		
			Front St. Lift Station		
			401-000-000-535-80-42-00	Communications - Sewer	\$51.51
	Total	360-678-1389-022608-5 APR 2016			\$51.51
			360-678-3705-120115-5 APR 2016		
			Vine St. Lift Station		
			401-000-000-535-80-42-00	Communications - Sewer	\$28.08
	Total	360-678-3705-120115-5 APR 2016			\$28.08
			360-678-4864-021407-5 APR 2016		
			Rec Hall Phone		
			001-000-000-575-50-42-00	Communication - Com Ctr	\$57.67
	Total	360-678-4864-021407-5 APR 2016			\$57.67
			360-678-9197-100113-5 APR 2016		
			Fort Casey DSL		
			401-000-000-534-80-42-00	Communication - Water	\$69.99
	Total	360-678-9197-100113-5 APR 2016			\$69.99
			2016 - April - April A/P		
	Total	31518			\$207.25
			360-678-3705-120115-5 MAY 2016		
			Vine St. Lift Station		
			401-000-000-535-80-42-00	Communications - Sewer	\$58.71
	Total	360-678-3705-120115-5 MAY 2016			\$58.71
			360-678-4864-021407-5 MAY 2016		
			Rec Hall Phone		
			001-000-000-575-50-42-00	Communication - Com Ctr	\$62.96
	Total	360-678-4864-021407-5 MAY 2016			\$62.96
			360-678-9197-100113-5 MAY 2016		
			Fort Casey DSL		
			401-000-000-534-80-42-00	Communication - Water	\$74.99
	Total	360-678-9197-100113-5 MAY 2016			\$74.99
			2016 - April - April A/P		
	Total	31549			\$196.66
			2016 - April - April A/P		
	Total	31548			\$403.91
			2016 - April - April A/P		
	Total	31549			\$403.91
<b>Total Frontier Communications</b>					

Vendor	Number	Reference	Account Number	Description	Amount
George Bratton PE	31519	171 MAR 2016	2016 - April - April Manuals		
			Professional Services		
			401-000-000-534-80-41-00	Professional Services - Water	\$718.51
			401-000-000-535-80-41-00	Professional Services - Sewer	\$718.51
			Total 171 MAR 2016		\$1,437.02
Total George Bratton PE	31520	100598310- APR 2016	2016 - April - April Manuals		
Heritage Bank			Madrona Way Interim Loan Interest		
			304-000-720-594-35-65-00	2015 Madrona Way Project - Construction Account	\$775.73
			Total 100598310- APR 2016		\$775.73
Total Heritage Bank	31521	16-00034	2016 - April - April Manuals		
Island County E R & R Fund			Fuel		
			001-000-000-576-80-32-00	Fuel - Parks	\$26.30
			V-15		
			001-000-000-576-80-32-00	Fuel - Parks	\$25.72
			V-04		
			001-000-000-576-80-32-00	Fuel - Parks	\$11.62
			V-42		
			001-000-000-576-80-32-00	Fuel - Parks	\$16.10
			V-29		
			101-000-000-542-71-32-00	Fuel - Roadside	\$25.72
			V-04		
			401-000-000-534-80-32-00	Fuel - Water	\$26.30
			V-15		
			401-000-000-534-80-32-00	Fuel - Water	\$3.26
			V-28		
			401-000-000-534-80-32-00	Fuel - Water	\$8.05
			V-29		
			401-000-000-534-80-32-00	Fuel - Water	\$38.90
			V-35		
			401-000-000-534-80-32-00	Fuel - Water	\$46.50
			V-42		
			401-000-000-534-80-32-00	Fuel - Water	\$4.04
			V-41		

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-534-80-32-00 V-07	Fuel - Water	\$153.50
			401-000-000-534-80-32-00 V-04	Fuel - Water	\$51.44
			401-000-000-535-80-32-00 V-28	Fuel - Sewer	\$29.33
			401-000-000-535-80-32-00 V-29	Fuel - Sewer	\$8.05
			401-000-000-535-80-32-00 V-31	Fuel - Sewer	\$34.58
			401-000-000-535-80-32-00 V-42	Fuel - Sewer	\$23.25
			401-000-000-535-80-32-00 V-41	Fuel - Sewer	\$4.04
			401-000-000-535-80-32-00 V-35	Fuel - Sewer	\$77.79
			401-000-000-535-80-32-00 V-07	Fuel - Sewer	\$17.06
			401-000-000-538-30-32-00 V-35	Fuel - Stormwater	\$38.90
			401-000-000-538-30-32-00 V-42	Fuel - Stormwater	\$34.88
				<b>Total 16-00034</b>	<b>\$705.33</b>
				<b>Total 31521</b>	<b>\$705.33</b>
				<b>31550</b>	
				<b>16-00064</b>	
				<b>2016 - April - April A/P</b>	
				<b>Fuel</b>	
			001-000-000-576-80-32-00	Fuel - Parks	\$94.89
			101-000-000-542-71-32-00	Fuel - Roadside	\$42.44
			401-000-000-534-80-32-00	Fuel - Water	\$268.97
			401-000-000-535-80-32-00	Fuel - Sewer	\$166.36
			401-000-000-538-30-32-00	Fuel - Stormwater	\$42.06
				<b>Total 16-00064</b>	<b>\$614.72</b>
				<b>Total 31550</b>	<b>\$614.72</b>
				<b>Total Island County E R &amp; R Fund</b>	<b>\$1,320.05</b>
				<b>31551</b>	
				<b>2016 - April - April A/P</b>	
				<b>3629</b>	
				<b>401-000-000-535-80-47-02</b>	<b>\$3,638.00</b>
				<b>401-000-000-535-80-47-03</b>	<b>\$105.00</b>
				<b>Total 3629</b>	<b>\$3,743.00</b>
				<b>Total 31551</b>	<b>\$3,743.00</b>
				<b>Total Island County Solid Waste</b>	<b>\$3,743.00</b>

Vendor Number	Reference	Account Number	Description	Amount
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Island County Treasurer 31552	04152016	2016 - April - April A/P		
		1st QTR 2016 District Court Joint Expenses		\$5,273.75
		001-000-000-512-00-51-00	Jail & District Court - Court	\$5,273.75
	Total 04152016 VOUCHER NO: 1			
		1st QTR Rent		\$371.64
		001-000-000-512-00-45-00	Rentals & Leases - Court	\$371.64
	Total VOUCHER NO: 1			\$5,645.39
Total 31552 Total Island County Treasurer				\$5,645.39
Island County Treasurer- Taxes 31553	9289	2016 - April - April A/P		
		Annual Forest Protection Assessment		\$18.93
		001-000-000-522-00-51-00	Fire Dist 5 Contract - Fire	\$18.93
	Total 9289			\$18.93
Total 31553 Total Island County Treasurer- Taxes				\$18.93
Island County Treasurer-IsI Cty Prosecuting Atty 31554	040616	2016 - April - April A/P		
		1st QTR Prosecution Services		\$428.00
		001-000-000-512-00-41-00	Professional Services Court	\$428.00
	Total 040616			\$428.00
Total 31554 Total Island County Treasurer-IsI Cty Prosecuting Atty				\$428.00
Nurnberg Scientific 31522	0154560-IN	2016 - April - April Manuals		
		Supplies		\$122.46
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$122.46
	Total 0154560-IN			\$122.46
Total 31522 Total Nurnberg Scientific				\$122.46
Oak Harbor Auto Center/Auto Plus 31523	001-267550	2016 - April - April Manuals		
		Supplies		\$3.07
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$3.07
	Total 001-267550			\$3.07
Total 31523				\$3.07

Vendor Number	Reference	Account Number	Description	Amount
31555		2016 - April - April A/P		
	001-269456			
		<b>Supplies</b>		
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$63.06
	<b>Total 001-269456</b>			<b>\$63.06</b>
	001-269468			
		<b>Supplies</b>		
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$41.49
	<b>Total 001-269468</b>			<b>\$41.49</b>
	001-269598			
		<b>V-18 Supplies</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$7.01
		101-000-000-542-71-31-00	Office & Operating - Roadside	\$7.01
		401-000-000-538-30-31-00	Office & Operating	\$14.03
	<b>Total 001-269598</b>			<b>\$28.05</b>
	001-269599			
		<b>V-14 Supplies</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$10.37
		101-000-000-542-71-31-00	Office & Operating - Roadside	\$10.38
	<b>Total 001-269599</b>			<b>\$20.75</b>
	001-269601			
		<b>V-33 Supplies</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$3.24
		101-000-000-542-71-31-00	Office & Operating - Roadside	\$3.25
		401-000-000-538-30-31-00	Office & Operating	\$6.50
	<b>Total 001-269601</b>			<b>\$12.99</b>
	<b>Total 31555</b>			<b>\$166.34</b>
	<b>Total Oak Harbor Auto Center/Auto Plus</b>			<b>\$169.41</b>
	<b>Oak Harbor, City Of</b>			
	31556			
		2016 - April - April A/P		
	SD-1617			
		<b>Street Sweeping</b>		
		101-000-000-542-67-51-00	Professional Services-Cleaning	\$172.50
	<b>Total SD-1617</b>			<b>\$172.50</b>
	<b>Total 31556</b>			<b>\$172.50</b>
	<b>Total Oak Harbor, City Of</b>			<b>\$172.50</b>
	<b>Office Depot</b>			<b>\$172.50</b>
	31524			
		2016 - April - April Manuals		
	830277480001			
		<b>Supplies</b>		
		001-000-000-518-00-31-00	Office & Operating CS	\$30.43
	<b>Total 830277480001</b>			<b>\$30.43</b>

Vendor Number	Reference	Account Number	Description	Amount
	830903474001	Supplies		
		001-000-000-518-00-31-00	Office & Operating	\$21.51
		001-000-000-558-00-31-00	Office & Operating	\$19.56
	<b>Total 830903474001</b>			<b>\$41.07</b>
	830903474002	Supplies		
		001-000-000-518-00-31-00	Office & Operating	\$42.45
	<b>Total 830903474002</b>			<b>\$113.95</b>
<b>Total 31524</b>				
<b>31557</b>				
			<b>2016 - April - April A/P</b>	
	831339371001	Supplies		
		001-000-000-518-10-31-00	Office & Operating	\$23.79
	<b>Total 831339371001</b>			<b>\$23.79</b>
	831339624001	Supplies		
		001-000-000-518-10-31-00	Office & Operating	\$2.96
	<b>Total 831339624001</b>			<b>\$2.96</b>
	831339625001	Supplies		
		001-000-000-518-00-31-00	Office & Operating	\$5.95
		401-000-000-534-80-31-00	Office & Operating - Water	\$51.07
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$54.45
	<b>Total 831339625001</b>			<b>\$111.47</b>
	831350975001	Supplies		
		001-000-000-558-00-31-00	Office & Operating	\$68.47
	<b>Total 831350975001</b>			<b>\$68.47</b>
	832879360001	Supplies		
		401-000-000-534-80-31-00	Office & Operating - Water	\$9.02
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$26.39
	<b>Total 832879360001</b>			<b>\$35.41</b>
	832879805001	Supplies		
		001-000-000-518-00-31-00	Office & Operating	\$19.77
	<b>Total 832879805001</b>			<b>\$19.77</b>
	832935199001	Supplies		
		001-000-000-518-00-31-00	Office & Operating	\$72.27
	<b>Total 832935199001</b>			<b>\$334.14</b>
<b>Total 31557</b>				
<b>Total Office Depot</b>				<b>\$448.09</b>

Vendor	Number	Reference	Account Number	Description	Amount
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One.7, Inc.	31558				
		145944		2016 - April - April A/P	
			V-35 Service		
			401-000-000-534-80-41-00	Professional Services - Water	\$3,547.96
			401-000-000-535-80-41-00	Professional Services - Sewer	\$7,095.93
			401-000-000-538-30-41-00	Professional Services	\$3,547.96
		Total 145944			\$14,191.85
					\$14,191.85
Total One.7, Inc.	Total 31558				
Prairie Center Red Apple	31525				
		03/25/2016		2016 - April - April Manuals	
			Rental Fee Refund		
			001-000-000-362-30-00-00	Rental - Parking Lot	\$343.09
		Total 03/25/2016			\$343.09
					\$343.09
		120-4/7/2016		2016 - April - April A/P	
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$92.05
		Total 120-4/7/2016			\$92.05
					\$92.05
Total Prairie Center Red Apple	Total 31559				
Pro Telecommunications Lic	31526				
		03/16/2016		2016 - April - April Manuals	
			Phone Repair		
			001-000-000-518-00-42-00	Communication - CS	\$70.66
		Total 03/16/2016			\$70.66
					\$70.66
		04/10/2016		2016 - April - April A/P	
			Conference Room Phone Installation		
			001-000-000-518-00-41-00	Professional Services CS	\$70.66
		Total 04/10/2016			\$70.66
					\$70.66
Total Pro Telecommunications Lic	Total 31560				
Puget Sound Energy	31527				
		200002603542		2016 - April - April Manuals	
			Reservoir Telemetry		
			401-000-000-534-80-47-00	Utilities - Water	\$10.16
		Total 200002603542			\$10.16

Vendor	Number	Reference	Account Number	Description	Amount
	200005235540				
			Well-04		
			401-000-000-534-80-47-00	Utilities - Water	\$51.30
	Total 200005235540				\$51.30
	200005603689				
			Well-07		
			401-000-000-534-80-47-00	Utilities - Water	\$43.20
	Total 200005603689				\$43.20
	200005833450				
			Ft. Casey WTP		
			401-000-000-534-80-47-00	Utilities - Water	\$2,600.10
	Total 200005833450				\$2,600.10
	200011387319- APR 2016				
			Street Lighting		
			101-000-000-542-63-47-00	Utilities - Street Lighting	\$1,749.69
	Total 200011387319- APR 2016				\$1,749.69
	200013296450				
			WWTP		
			401-000-000-535-80-47-00	Utilities - Sewer	\$2,282.64
	Total 200013296450				\$2,282.64
	200015370790				
			Town Shop		
			001-000-000-518-10-47-00	Utilities - Shop	\$93.96
	Total 200015370790				\$93.96
	200015416577				
			Town Hall		
			001-000-000-518-00-47-00	Utilities - CS	\$281.06
	Total 200015416577				\$281.06
	200020236119				
			Keystone Hill Well		
			401-000-000-534-80-47-00	Utilities - Water	\$641.40
	Total 200020236119				\$641.40
	200020236523				
			Cook's Corner		
			001-000-000-576-80-47-00	Utilities - Parks	\$10.84
	Total 200020236523				\$10.84
	200021137886				
			Town WTP		
			401-000-000-534-80-47-00	Utilities - Water	\$217.79
	Total 200021137886				\$217.79
	220000466767				
			Lauren Lift Station		
			401-000-000-535-80-47-00	Utilities - Sewer	\$24.66
	Total 220000466767				\$24.66

Vendor	Number	Reference	Account Number	Description	Amount
		220009680129			
			Street Lighting		
			101-000-000-542-63-47-00	Utilities - Street Lighting	\$27.86
		Total 220009680129			\$27.86
		400001200320			
			Madrona Project Phase II		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$135.32
		Total 400001200320			\$135.32
		Total 31527			\$8,169.98
		31561			
			2016 - April - April A/P		
		200002603542- APR 2016			
			Reservoir Telemetry		
			401-000-000-534-80-47-00	Utilities - Water	\$10.16
		Total 200002603542- APR 2016			\$10.16
		200005235540- APR 2016			
			Well-04		
			401-000-000-534-80-47-00	Utilities - Water	\$47.17
		Total 200005235540- APR 2016			\$47.17
		200005603689- APR 2016			
			Well-07		
			401-000-000-534-80-47-00	Utilities - Water	\$38.07
		Total 200005603689- APR 2016			\$38.07
		200005833450- APR 2016			
			Ft. Casey WTP		
			401-000-000-534-80-47-00	Utilities - Water	\$2,689.67
		Total 200005833450- APR 2016			\$2,689.67
		200006097865- APR 2016			
			Rec Hall		
			001-000-000-575-50-47-00	Utilities - Com Ctr	\$261.56
		Total 200006097865- APR 2016			\$261.56
		200009098936- APR 2016			
			Town Park		
			001-000-000-576-80-47-00	Utilities - Parks	\$39.51
		Total 200009098936- APR 2016			\$39.51
		200011418114- APR 2016			
			Pavilion		
			001-000-000-576-80-47-00	Utilities - Parks	\$10.84
		Total 200011418114- APR 2016			\$10.84
		200015370790- APR 2016			
			Town Shop		
			001-000-000-518-10-47-00	Utilities - Shop	\$94.70
		Total 200015370790- APR 2016			\$94.70

Vendor Number	Reference	Account Number	Description	Amount
	200015416577- APR 2016	Town Hall		
		001-000-000-518-00-47-00	Utilities - CS	\$244.37
	Total 200015416577- APR 2016			\$244.37
	200016476455- APR 2016	Town Restroom		
		001-000-000-576-80-47-00	Utilities - Parks	\$58.63
	Total 200016476455- APR 2016			\$58.63
	200017824224- APR 2016	Well 1-06 & S Main Lift Station		
		401-000-000-534-80-47-00	Utilities - Water	\$15.69
		401-000-000-535-80-47-00	Utilities - Sewer	\$298.00
	Total 200017824224- APR 2016			\$313.69
	200020235921- APR 2016	Front St. Lift Station		
		401-000-000-535-80-47-00	Utilities - Sewer	\$193.36
	Total 200020235921- APR 2016			\$193.36
	200020236119- APR 2016	Keystone Hill Well		
		401-000-000-534-80-47-00	Utilities - Water	\$686.97
	Total 200020236119- APR 2016			\$686.97
	200020236523- APR 2016	Cook's Corner		
		001-000-000-576-80-47-00	Utilities - Parks	\$10.84
	Total 200020236523- APR 2016			\$10.84
	200021090457- APR 2016	Area Lights		
		101-000-000-542-63-47-00	Utilities - Street Lighting	\$151.32
	Total 200021090457- APR 2016			\$151.32
	200021137886- APR 2016	Town WTP		
		401-000-000-534-80-47-00	Utilities - Water	\$219.84
	Total 200021137886- APR 2016			\$219.84
	220000466767- APR 2016	Lauren Lift Station		
		401-000-000-535-80-47-00	Utilities - Sewer	\$23.90
	Total 220000466767- APR 2016			\$23.90
	220009053426- APR 2016	Vine Lift Station		
		401-000-000-535-80-47-00	Utilities - Sewer	\$203.16
	Total 220009053426- APR 2016			\$203.16
	Total 31561			\$5,297.76
	Total Puget Sound Energy			\$13,467.74

Vendor	Number	Reference	Account Number	Description	Amount
Reichhardt & Ebe	31528				
		26236		2016 - April - April Manuals	
		Total 26236	101-000-000-595-30-63-03	Madrona Way ST Improvements	\$1,101.90
		26237			\$1,101.90
		Total 26237	001-000-000-539-00-41-01	Prof Services - Special Project	\$2,440.23
		26238			\$2,440.23
		Total 26238	001-000-000-559-60-41-01	Special Project - Bldg	\$1,804.13
		Total 31528			\$1,804.13
	31562			2016 - April - April A/P	\$5,346.26
		26296			
		Total 26296	101-000-000-595-30-63-03	Madrona Way ST Improvements	\$2,180.92
		26297			\$2,180.92
		Total 26297			\$2,083.29
Total Reichhardt & Ebe	31562				\$1,014.42
Renee's Videography and Cleaning	31563				\$3,097.71
		APR 2016			\$5,278.63
		Total APR 2016			\$10,624.89
Total Renee's Videography and Cleaning	31563				\$475.00
Senior Services of Island County	31564				\$500.00
		APR 2016			\$975.00
		Total APR 2016			\$975.00
Total Renee's Videography and Cleaning	31564				\$975.00
Senior Services of Island County	31564				\$975.00
		04082016			
		Total 04082016			\$1,901.53
Total Renee's Videography and Cleaning	31564				\$1,901.53
Senior Services of Island County	31564				\$1,901.53
		Total 31564			\$1,901.53
Total Renee's Videography and Cleaning	31564				\$1,901.53
Senior Services of Island County	31564				\$1,901.53

Vendor	Number	Reference	Account Number	Description	Amount
Skagit Farmers Supply	31565	2797254	2016 - April - April A/P		
			Shop Propane		\$281.47
			001-000-000-518-10-32-00	Fuel - Shop	\$281.47
					\$281.47
					\$281.47
Total Skagit Farmers Supply	31566	60520	2016 - April - April A/P		
Skagit Surveyors & Engineers	31566		Consulting Planner		\$2,232.50
			001-000-000-558-00-41-00	Prof Services - Planning	\$2,232.50
					\$2,232.50
					\$2,232.50
Total Skagit Surveyors & Engineers	31529	86600980	2016 - April - April Manuals		
Sound Publishing Inc	31529		PH Notice 3/22/16		\$172.53
			001-000-000-511-60-44-00	Advertising Council	\$172.53
					\$172.53
Total Skagit Surveyors & Engineers	31567	7673644	2016 - April - April A/P		
Sound Publishing Inc	31567		Advertising		\$189.75
			001-000-000-511-60-44-00	Advertising Council	\$189.75
				Council Agenda	\$59.55
			001-000-000-511-60-44-00	Advertising Council	\$59.55
				Commission/Board Ads	\$127.25
			001-000-000-514-00-44-00	Advertising Adm	\$127.25
				Seasonal Employment Ad	\$375.00
			001-000-000-518-00-44-00	Advertising CS	\$375.00
				Spring Clean-Up Day	\$751.55
					\$751.55
					\$924.08
Total Sound Publishing Inc	31530	1098992	2016 - April - April Manuals		
Surety Pest Control	31530		Pest Control		\$43.48
			401-000-000-534-80-41-00	Professional Services - Water	\$43.48
					\$43.48
Total Surety Pest Control	31530	1098992	2016 - April - April Manuals		

Vendor	Number	Reference	Account Number	Description	Amount
	31568	1103333	2016 - April - April A/P		
			Well 1-08 Pest Control		\$43.48
			401-000-000-534-80-41-00	Professional Services - Water	\$43.48
		Total 1103333			\$43.48
					\$86.96
Total Surety Pest Control	Total 31568				
Tjoelker Enterprises, Inc.	31569	041939	2016 - April - April A/P		
			Biosolid Disposal		\$1,680.00
			401-000-000-535-80-47-02	Biosolids Disposal - Sewer	\$1,680.00
		Total 041939			\$1,680.00
Total Tjoelker Enterprises, Inc.	Total 31569				
USA Blue Book	31531	898346	2016 - April - April Manuals		
			Equipment		\$3,198.98
			401-000-000-596-35-64-00	Equipment - Sewer	\$3,198.98
		Total 898346			\$3,198.98
		906677	BOD Incubator		
			Supplies		\$189.95
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$189.95
		Total 906677			\$189.95
		907291			
			Supplies		\$209.03
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$209.03
		Total 907291			\$209.03
		913197			
			Tools		\$268.43
			401-000-000-534-80-35-00	Small Tools & Equipment - Water	\$268.43
		Total 913197			\$268.43
Total USA Blue Book	Total 31531				
Utilities Underground Location Center	31570	6030690	2016 - April - April A/P		
			MAR 2016 Locates		\$3,866.39
			401-000-000-534-80-41-00	Professional Services - Water	\$3,866.39
		Total 6030690			\$7.10

Vendor	Number	Reference	Account Number	Description	Amount
		Total 6030690	401-000-000-535-80-41-00	Professional Services - Sewer	\$7.09
Total 31570					\$14.19
Total Utilities Underground Location Center					\$14.19
Vac-Tank/Western Services					\$14.19
31571					
		INV .3251	2016 - April - April A/P		
		Total INV .3251			
Total 31571					\$3,150.00
Total Vac-Tank/Western Services					\$3,150.00
VISA					\$3,150.00
31532					
		Amazon (5963)	2016 - April - April Manuals		
					\$18.39
		Total Amazon (5963)			\$18.39
		Amazon (7604a)			
					\$17.93
					\$35.86
					\$17.93
		Total Amazon (7604a)			\$71.72
		Amazon (7604b)			
					\$9.82
		Total Amazon (7604b)			\$9.82
		B & H Photo (5914)			
					\$189.50
					\$189.50
					\$379.00
		Total B & H Photo (5914)			\$379.00
		Full Source (7596)			
					\$351.24
		Total Full Source (7596)			\$351.24

Vendor	Number	Reference	Account Number	Description	Amount
	Home Depot (7604a)				
	Supplies				
	001-000-000-518-00-31-00			Office & Operating CS	\$97.80
	<b>Total Home Depot (7604a)</b>				<b>\$97.80</b>
	Home Depot (7604b)				
	Supplies				
	001-000-000-518-00-31-00			Office & Operating CS	\$66.45
	<b>Total Home Depot (7604b)</b>				<b>\$66.45</b>
	Home Depot (7604c)				
	Supplies				
	001-000-000-518-10-42-00			Communication - Shop	\$46.69
	401-000-000-534-80-35-00			Small Tools & Equipment - Water	\$54.27
	401-000-000-535-80-35-00			Small Tools & Equipment - Sewer	\$54.26
	<b>Total Home Depot (7604c)</b>				<b>\$155.22</b>
	Office Max (7596)				
	Supplies				
	001-000-000-518-00-31-00			Office & Operating CS	\$63.01
	<b>Total Office Max (7596)</b>				<b>\$63.01</b>
	Register.com (4277)				
	4-year Domain Registration				
	001-000-000-518-00-42-00			Communication - CS	\$4.99
	<b>Total Register.com (4277)</b>				<b>\$4.99</b>
	USPS (5914)				
	Postage				
	401-000-000-534-80-42-00			Communication - Water	\$426.18
	401-000-000-535-80-42-00			Communications - Sewer	\$426.17
	<b>Total USPS (5914)</b>				<b>\$852.35</b>
	USPS (7596a)				
	Baraconi Notice				
	001-000-000-514-00-42-00			Communication - Adm	\$6.96
	<b>Total USPS (7596a)</b>				<b>\$6.96</b>
	USPS (7596b)				
	Postage				
	001-000-000-518-00-42-00			Communication - CS	\$9.60
	<b>Total USPS (7596b)</b>				<b>\$9.60</b>
	Walmart (4277)				
	Supplies				
	001-000-000-518-00-31-00			Office & Operating CS	\$10.84
	<b>Total Walmart (4277)</b>				<b>\$10.84</b>
	Walmart (7596)				
	Supplies				
	001-000-000-514-00-31-00			Office & Operating Adm	\$30.26
	<b>Total Walmart (7596)</b>				<b>\$30.26</b>
	<b>Total 31532</b>				<b>\$2,127.65</b>

Vendor	Number	Reference	Account Number	Description	Amount
Total VISA					\$2,127.65
WA Cities Insurance Auth.	31533				
		CO-1612		2016 - April - April Manuals	
			Training		
			001-000-000-514-00-49-00	Miscellaneous - Adm	\$25.00
		Total CO-1612			\$25.00
Total WA Cities Insurance Auth.	31533				\$25.00
WA ST Dept Of Ecology	31534				\$25.00
		L0100027		2016 - April - April Manuals	
			2003 WWTP Improvement Loan> Bi-annual		\$46,411.55
			212-000-000-591-35-72-00	Debt Service	\$46,411.55
		Total L0100027			\$46,411.55
Total WA ST Dept Of Ecology	31534				\$46,411.55
WA ST Employment Sec Dept	31572				
				2016 - April - April A/P	
		000-945088-10-2 Q1			
			Q1 Benefit Charge		
			001-000-000-518-10-20-00	Benefits -C.s.-Shop	(\$2.16)
			001-000-000-539-00-20-00	Benefits - PW	\$1,336.93
			001-000-000-558-00-20-00	Benefits - Plan	\$3,984.00
			001-000-000-576-80-20-00	Benefits - Parks	(\$8.62)
			101-000-000-542-30-20-00	Benefits - Roadway	(\$12.94)
			101-000-000-542-71-20-00	Benefits - Roadside	(\$8.62)
			401-000-000-534-80-20-00	Benefits - Water	(\$5.39)
			401-000-000-535-80-20-00	Benefits - Sewer	(\$5.39)
		Total 000-945088-10-2 Q1			\$5,277.81
Total WA ST Employment Sec Dept	31572				\$5,277.81
WA ST Retirement Systems	31535				\$5,277.81
				2016 - April - April Manuals	
		1155540- Account #200			
			Old Age Survivors Insurance		
			001-000-000-518-00-20-00	Benefits - CS	\$25.00
		Total 1155540- Account #200			\$25.00
Total WA ST Retirement Systems	31535				\$25.00

**Vendor Number Reference Account Number Description Amount**

Washington Tractor 31536 926174 2016 - April - April Manuals

V-09 Parts  
 001-000-000-576-80-31-00 Office & Operating Parks \$70.52  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$70.52  
**Total 926174 \$141.04**

V-33 & V-18 Supplies  
 001-000-000-576-80-31-00 Office & Operating Parks \$66.03  
 001-000-000-576-80-31-00 Office & Operating Parks \$17.18  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$66.03  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$17.18  
 401-000-000-538-30-31-00 Office & Operating \$34.37  
 401-000-000-538-30-31-00 Office & Operating \$132.07  
**Total 950363 \$332.86**

V-33 Parts  
 001-000-000-576-80-31-00 Office & Operating Parks \$26.25  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$26.25  
 401-000-000-538-30-31-00 Office & Operating \$52.50  
**Total 956900 \$105.00**

Total Washington Tractor 31536 \$578.90  
 Waterclear Co., Inc. 31573

2016 - April - April A/P  
 Supplies  
 401-000-000-535-80-31-00 Office & Operating - Sewer \$1,016.30  
**Total 3360 \$1,016.30**

Total Waterclear Co., Inc. 31574 \$1,016.30  
 Weed, Graafstra & Associates, Inc., P.S. 31574

2016 - April - April A/P  
 4385-00M APR 2016  
 001-000-000-515-00-41-00 Professional Services Legal \$1,933.75  
**Total 4385-00M APR 2016 \$1,933.75**

Total Weed, Graafstra & Associates, Inc., P.S. 31574 \$1,933.75

Vendor Number	Reference	Account Number	Description	Amount
Whidbey Telecom 31537	3973216		2016 - April - April Manuals	
		Web Hosting 001-000-000-518-00-41-00	Professional Services CS	\$41.45
Total Whidbey Telecom Zumar Industries, Inc. 31538	Total 3973216			\$41.45
	0181371		2016 - April - April Manuals	
		Signs 101-000-000-542-64-31-01	Signs - Cfa 2012 Grant (2,500)	\$259.90
Total Zumar Industries, Inc. Grand Total	Total 0181371			\$259.90
	Vendor Count	54		\$259.90
				\$135,427.85

March 31, 2016



**Reported Fund Balance (Vision Schedule of Cash Activity)**

FUND	Beginning Balance	Cash In	Cash Out	Ending Balance
001 General Fund	\$ 768,225.38	\$112,778.54	\$264,215.29	\$ 616,788.63
101 Street/Arterial	\$ 233,117.76	\$11,666.86	\$22,113.37	\$ 222,671.25
104 Hotel/Motel Tax Fund	\$ 49,361.07	\$16.86	\$0.00	\$ 49,377.93
105 Capital Improvement	\$ 531,777.24	\$3,329.86	\$0.00	\$ 535,107.10
106 Drug Enforcement	\$ 1,700.83	\$0.58	\$0.00	\$ 1,701.41
107 Harbor Imp.	\$ 26,611.42	\$9.09	\$0.00	\$ 26,620.51
109 Park Impact	\$ 65,483.67	\$22.37	\$0.00	\$ 65,506.04
202 1979 W/S Bond	\$ 10,401.02	\$3.55	\$0.00	\$ 10,404.57
203 1975 W/S Bond	\$ 796.54	\$0.00	\$0.00	\$ 796.54
212 WWTP Loan	\$ 95,064.40	\$32.48	\$0.00	\$ 95,096.88
303 Capital Imp. Water	\$ 931,126.34	\$9,318.08	\$0.00	\$ 940,444.42
304 Capital Imp. Sewer	\$ 191,382.21	\$176,501.38	\$725.67	\$ 367,157.92
401 Utility	\$ 571,349.36	\$44,333.36	\$75,348.63	\$ 540,334.09
621 Commemorative	\$ 6,716.62	\$2.29	\$0.00	\$ 6,718.91
631 Cafeteria Plan	\$ 86.49	\$220.08	\$0.00	\$ 306.57
<b>ASP Reported Fund Balance</b>	<b>\$ 3,483,200.35</b>	<b>\$ 358,235.38</b>	<b>\$ 362,402.96</b>	<b>\$ 3,479,032.77</b>
802 Claims Warrants	\$ 76,828.54	\$295,310.00	\$170,198.82	\$ 201,939.72
803 Payroll Warrants	\$ 37,891.56	\$30,710.88	\$49,951.52	\$ 18,650.92
<b>ASP Reported Cash Balance</b>	<b>\$ 3,597,920.45</b>	<b>\$ 684,256.26</b>	<b>\$ 582,553.30</b>	<b>\$ 3,699,623.41</b>



**Actual Cash Balance (Bank Statements)**

	Deposits	Withdrawals	March 31, 2016
<i>Investments (LGIP)</i>	\$ 3,120,483.32	\$ 48,799.89	\$ 3,169,283.21
<i>Whidbey Island Bank (WIB)</i>	\$ 477,237.13	\$ 309,435.49	\$ 530,140.20
<i>Petty Cash Fund</i>	\$ 200.00		\$ 200.00
		<b>WIB+Petty Cash</b>	<b>\$ 530,340.20</b>
NSF CK Returned	\$ -	\$ -	\$ -
O/S Deposit	\$ -	\$ -	\$ -
Cash Sheet Balance			\$ -
<b>Total Cash Balance (WIB+LGIP+Petty Cash)</b>			<b>\$ 3,699,623.41</b>
Outstanding Claim Warrants (802)			\$ 201,939.72
Outstanding Payroll Warrants (803)			\$ 18,650.92
<b>Ending Fund Balance</b>			<b>\$ 3,479,032.77</b>



Monthly Revenue Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Remaining	
001	General	\$ 112,758.54	\$ 339,482.78	\$ 1,348,970.00	\$ 1,009,487.22	25%
101	Street	\$ 11,666.86	\$ 272,347.62	\$ 139,126.00	\$ (133,221.62)	196%
104	Hotel/Motel Tax Fund	\$ 16.86	\$ 9,126.97	\$ 4,045.00	\$ (5,081.97)	226%
105	Capital Improvement	\$ 3,329.86	\$ 16,109.55	\$ 49,000.00	\$ 32,890.45	33%
106	Drug Enforcement	\$ 0.58	\$ 1.58	\$ 2.00	\$ 0.42	79%
107	Harbor Improvements	\$ 9.09	\$ 1,538.31	\$ 1,630.00	\$ 91.69	94%
109	Park Impact Fee	\$ 22.37	\$ 930.51	\$ 1,800.00	\$ 869.49	52%
202	79 Wtr & Swr Rev	\$ 3.55	\$ 9.64	\$ 5,310.00	\$ 5,300.36	0%
203	75 Wtr & Swr Rev	\$ -	\$ 0.47	\$ -	\$ (0.47)	0%
212	02 WWTP	\$ 32.48	\$ 88.20	\$ 92,959.00	\$ 92,870.80	0%
303	Capital for Water	\$ 9,318.08	\$ 9,865.01	\$ 5,100.00	\$ (4,765.01)	193%
304	Capital for Sewer	\$ 176,501.38	\$ 176,632.55	\$ 34,650.00	\$ (141,982.55)	510%
401	Utility	\$ 44,333.36	\$ 167,987.57	\$ 971,450.00	\$ 803,462.43	17%
621	Commemorative	\$ 2.29	\$ 6.23	\$ 505.00	\$ 498.77	1%
631	Cafeteria Plan	\$ 220.08	\$ 440.11	\$ 6,005.00	\$ 5,564.89	7%
		\$ 358,215.38	\$ 994,567.10	\$ 2,660,552.00	\$ 1,665,984.90	37%



Monthly Expenditure Report for Budget Amounts

Fund	Name	Month to Date	Year to Date	Budgeted	Unexpended	
001	General	\$ 264,195.29	\$ 555,397.06	\$ 448,426.00	\$ (106,971.06)	124%
101	Street	\$ 22,113.37	\$ 66,478.31	\$ 108,729.00	\$ 42,250.69	61%
104	Hotel/Motel Tax Fund	\$ -	\$ 4,744.88	\$ 11,841.00	\$ 7,096.12	40%
105	Capital Improvement	\$ -	\$ 39,918.11	\$ 225,357.00	\$ 185,438.89	18%
106	Drug Enforcement	\$ -	\$ -	\$ -	\$ -	#DIV/0!
107	Harbor Improvements	\$ -	\$ 3.26	\$ -	\$ (3.26)	#DIV/0!
109	Park Impact Fee	\$ -	\$ -	\$ -	\$ -	#DIV/0!
202	79 Wtr & Swr Exp	\$ -	\$ -	\$ 10,843.00	\$ 10,843.00	0%
203	75 Wtr & Swr Exp	\$ -	\$ -	\$ -	\$ -	0%
212	02 WWTP	\$ -	\$ -	\$ 95,254.00	\$ 95,254.00	0%
303	Capital for Water	\$ -	\$ 3,801.27	\$ 45,175.00	\$ 41,373.73	8%
304	Capital for Sewer	\$ 725.67	\$ 66,415.30	\$ 125,662.00	\$ 59,246.70	53%
401	Utility	\$ 75,348.63	\$ 198,593.76	\$ 547,181.00	\$ 348,587.24	36%
621	Commemorative	\$ -	\$ -	\$ -	\$ -	#DIV/0!
631	Cafeteria Plan	\$ -	\$ -	\$ 5.00	\$ 5.00	0%
		\$ 362,382.96	\$ 935,351.95	\$ 1,618,473.00	\$ 683,121.05	58%

Ending Fund Balance \$ 3,699,623.41      Adjustment \$ -  
 Available Fund Balance \$ 3,479,032.77

Fund	Name				
001	General	\$ 661,696.98	212	02 WWTP	\$ 95,096.88
101	Street	\$ 222,671.25	303	Capital for Water	\$ 940,324.59
104	Hotel/Motel Tax Fund	\$ 49,377.93	304	Capital for Sewer	\$ 367,277.75
105	Capital Improvement	\$ 535,107.10	401	Utility	\$ 495,425.74
106	Drug Enforcement	\$ 1,701.41	621	Commemorative	\$ 6,718.91
107	Harbor Improvements	\$ 26,620.51	631	Cafeteria Plan	\$ 306.57
109	Park Impact Fee	\$ 65,506.04			
202	79 Wtr & Swr Rev	\$ 10,404.57	802	Outstanding Warrants	\$ 201,939.72
203	1975 W/S Bond	\$ 796.54	803	Outstanding Payroll	\$ 18,650.92