



**TOWN COUNCIL MEETING  
AGENDA  
Island County Hearing Room  
July 28, 2015  
6:30 pm**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**CHANGES AND APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- Special Meeting of June 17, 2015; Regular Meeting of June 22, 2015; Special Meeting of July, 1, 2015; Special Meeting of July 7, 2015

**MAYOR'S REPORT**

**AUDIENCE INPUT - See NOTE**

**PUBLIC HEARING REGARDING SIX-YEAR TIP**

- Resolution #15-10 Adopting a Six-Year Transportation Improvement Plan.

**PRESENTATION**

- Joe Hillers – Stormwater and Phytoremediation

**NEW BUSINESS**

- 1. Approval of Resolution #15-10 Adopting a Six-Year Transportation Improvement Plan.** - *Staff recommends approval of Resolution #15-10 adopting Resolution No.15-10, adopting the 6-Year Transportation Improvement Program for 2016 through 2021.*
- 2. Approval of Resolution #15-11 pertaining to a Variance to exceed the height requirements pursuant to Chapter 16.14.020 of the Coupeville Town Code, applicant Whidbey General Hospital – Consulting Planner Marianne Manville-Ailles, with Skagit Surveyors & Engineers, recommends Council approve Resolution #15-11 pertaining to a Variance to exceed the height requirements pursuant to Chapter 16.14.020 of the Coupeville Town Code for the applicant, Whidbey General Hospital.**
- 3. Approval of Resolution #15-12 pertaining to a Conditional Use Permit pursuant to Chapter 16.14.020 of the Coupeville Town Code, applicant Whidbey General Hospital – Consulting Planner Marianne Manville-Ailles, with Skagit Surveyors & Engineers, recommends Council approve Resolution #15-12 pertaining to a Conditional Use Permit pursuant to Chapter 16.14.020 of the Coupeville Town Code for the applicant, Whidbey General Hospital.**
- 4. Adoption of Ordinance #720, related to the Madrona Way Project, Authorizing the issuance of a limited tax general obligation bond anticipation note (non-revolving line of credit) in the maximum principal amount of \$697,000 pending the issuance of a water and sewer revenue bond - Staff recommends adopting Ordinance #720, authorizing the issuance of a limited tax general obligation bond anticipation note (non-**

*revolving line of credit) in the maximum principal amount of \$697,000 pending the issuance of a water and sewer revenue bond.*

5. **Adoption of Ordinance #721, related to the Madrona Way Project, Authorizing the issuance of a water and sewer revenue bond in the maximum principal amount of \$364,000.** – *Staff recommends adopting Ordinance #721, authorizing the issuance of a water and sewer revenue bond in the maximum principal amount of \$364,000.*
6. **Approval to Award Construction Contract for Madrona Way Improvements, Phase II, to C. Johnson Construction, Inc.** – *Project Engineer Nathan Zylstra, of Reichhardt and Ebe Engineering, Inc, recommends the Council award the Madrona Way Improvements Phase II contract to C. Johnson Construction, Inc. in the amount of \$479,966.00 and authorize a contingency of 10% of the award amount (\$47,999.60) to be utilized only upon written direction of the Mayor and upon written change order with C. Johnson Construction, Inc. as approved by WSDOT Local Programs.*
7. **Set Council Workshop date for Tuesday, August 11, 2015.**
8. **Approval of July 28, 2015 Claims Vouchers/Warrants and June Payroll - Staff recommends approval of the June 2015 payroll warrants #30856 to #30862 for a total of \$83,144.27; and July 28, 2015 claims vouchers/warrants #30863 to #30938 for a total of \$167,241.21.**

#### **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  
Special Council Meeting  
June 17, 2015  
5:30 p.m.**

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

**STAFF PRESENT:** Clerk Treasurer Kelly Beech, Town Engineer Greg Cane

**NEW BUSINESS**

**Approval to Award the Town of Coupeville – Madrona Way Improvements – Phase I project to Trico Contracting, Inc., contingent on USDA Agreement to Award**

Town Engineer Greg Cane requested to withdraw the action item from consideration at this time. No action was taken on this item.

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Bob Clay to adjourn the meeting. The motion passed unanimously.

**ADJOURNMENT:** 5:35 pm

Respectfully Submitted:

MAYOR:

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

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

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

**Town of Coupeville  
Regular Council Meeting  
June 22, 2015  
6:35 p.m.**

**PRESENT:** Mayor Pro Tem Molly Hughes, Councilmembers Dianne Binder, Bob Clay, Pat Powell, and Jackie Henderson.

**STAFF PRESENT:** Clerk Treasurer Kelly Beech, Town Marshal Rick Norrie

**CHANGES AND APPROVAL OF THE AGENDA**

Item 2. *Approval of Special Event Permit Application for Ragnar Relay Northwest Passage 2015* was removed from the agenda.

Council Action: A motion was made by Councilmember Bob Clay, second by Councilmember Jackie Henderson, to approve the Agenda as amended. The motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes of the Regular Meeting of June 09, 2015 were approved as submitted.

**NEW BUSINESS**

**Resolution #15-05 recommending Island County Commissioners formally adopt the Island County Comprehensive Plan Countywide Planning Policies**

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Bob Clay to approve Resolution #15-05 recommending Island County Commissioners formally adopt the Island County Comprehensive Plan Countywide Planning Policies. Questions were asked and answered. The motion passed unanimously.

**Approval of Special Event Permit Application for Whidbey Island Race Week 2015**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve Special Event Permit Application for Whidbey Island Race Week 2015. Questions were asked and answered. The motion passed unanimously.

**Approval of the May 2015 Payroll and June 2015 Claims Vouchers/Warrants**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay to approve the May 2015 payroll transactions and warrants #30791 to #30798 for a total of \$80,700.91 and June 2015 A/P transactions and warrants #30799 to #30855 for a total of \$172,543.09. Questions were asked and answered. The motion passed unanimously.

**STAFF REPORTS**

Town Marshal Rick Norrie discussed the data he provided in his reports and explained how the numbers are generated by the system. Marshal Norrie explained the different kinds of stops law enforcement officers make and how they are reflected in the data. Marshal Norrie gave a brief history of the Ragnar Relay Event and informed the Council on the status of the Special Event Application. Finally, Marshal Norrie provided feedback on the recent Oak Harbor Youth Sailing event and a vigil that took place last weekend, organized by community members to honor Keaton Farris.

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

**COUNCIL REPORTS**

Councilmember Jackie Henderson attended a meeting with the Mayor and the new CEO of Whidbey General Hospital to discuss having a safe room for available for those patients with mental illness that might require one, as well as situations that may require a response from the Marshal's Office. Councilmember Henderson is hopeful follow-up meetings will benefit both the Town and the Hospital in understanding each other's expectations and responsibilities.

Councilmember Bob Clay reported that Councilmember Jackie Henderson would be attending the next Law & Justice Council Meeting in his stead. Councilmember Clay also mentioned that he attended the Coupeville High School Senior Awards Ceremony in June, and he commented what a wonderful event it was.

Councilmember Molly Hughes reported that she attended the Coupeville High School Awards Ceremony as well, and she echoed Councilmember Clay's comments. Councilmember Hughes added that locally, \$88,000 was contributed to scholarships for this year's graduating senior class. Councilmember Hughes informed the Council that the Gifts from the Heart Foodbank program, Meals 2 Kids, served on average 25 families per week, providing 1655 bags of food over the course of the school year. Councilmember Hughes added that the foodbank's current program, Kids Café, served 60 breakfasts and 120 lunches to local children during the first week of the Coupeville Boys and Girls Club Summer Camp programs. Finally, Councilmember Hughes reminded the Council that this weekend is the annual Lion's Club Auction and that the preview period would be on Friday from noon until four.

Councilmember Pat Powell reported that the Island Transit meeting she was scheduled to attend as Councilmember Henderson's alternate, was cancelled. Councilmember Powell shared information about the Whidbey Camano Land Trust's "Walking Ebey's Initiative". The goal of the initiative is to connect area parks, farmland and forests through walking trails. Councilmember Powell also gave each Councilmember a copy of the Whidbey Camano Land Trust's Conservation Report.

Councilmember Dianne Binder reported that a Whidbey Sea-Tac Shuttle bus bearing one of the new tourism promotion bus wraps was in use during the recent visit by the US Open to Chambers Bay in University Place. Councilmember Binder also informed the Council that the Island County Tourism webpage is closer to having a mobile-friendly format. Councilmember Binder attended a NET meeting where coordinator Bonnie Abney shared the history of NET and she encouraged the Council to attend a meeting when they have a chance. Finally, Councilmember Binder gave a brief report on the ongoing rate study and recent UAC meeting.

**AUDIENCE INPUT**

Audience member William Lyle addressed the Council to ask questions about the process for filling a vacant Planning Commission position. Mayor Pro Tem Hughes advised Mr. Lyle to contact Mayor Conard for more information about the process.

**ADJOURNMENT:** 7:37 pm

Respectfully Submitted:

MAYOR PRO TEM:

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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.*

**Town of Coupeville  
Special Council Meeting  
July 1, 2015  
4:30 p.m.**

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

**STAFF PRESENT:** Clerk Treasurer Kelly Beech, Town Engineer Greg Cane

**NEW BUSINESS**

**Approval to Award the Town of Coupeville – Madrona Way Improvements – Phase I project to C. Johnson Construction, Inc., contingent on USDA Agreement to Award**

Town Engineer Greg Cane gave a brief report on the bid review process.

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay to award construction contract to C. Johnson Construction, Inc. for the Madrona Way Improvements – Phase I project in the amount of \$1,092,900.24, conditioned upon the concurrence of the USDA – Rural Development Program. A contingency of up to 10% of the award is authorized as needed. Questions were asked and answered. The motion passed unanimously.

**ADJOURNMENT:** 4:35 pm

Respectfully Submitted:

MAYOR:

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Kelly Beech, Clerk Treasurer

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Nancy Conard

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

**Town of Coupeville  
Special Council Meeting  
July 7, 2015  
5:00 p.m.**

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

**STAFF PRESENT:** Clerk Treasurer Kelly Beech

**NEW BUSINESS**

**Approval of Special Event Permit Application #15-009 for 2015 Arts & Crafts Festival**

Mayor Nancy Conard gave a brief presentation about the Special Event Permit Application.

**Council Action:** A motion was made by Councilmember Pat Powell, second by Councilmember Bob Clay to approve Special Events Permit Application #15-009 for 2015 Arts & Crafts Festival. Questions were asked and answered. The motion passed unanimously.

**ADJOURNMENT:** 6:30 pm

Respectfully Submitted:

MAYOR:

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Kelly Beech, Clerk Treasurer

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Nancy Conard



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## STAFF REPORT

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**DATE:** July 28, 2015  
**TO:** Town Council  
**FROM:** Mayor Nancy Conard *NC*  
**RE:** 2016 – 2021 Six-Year Transportation Improvement Program (TIP)  
**ATTACHMENTS:** TIP Projects Listing  
STIP Detail Reports (19 Total)

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By State law, the Town must adopt a Six-Year Transportation Improvement Program (TIP) each year by the end of July.

The proposed 2016 TIP is the same as 2015. The project prioritization is the same. Council and staff will want to review the TIP again when updating the 6 year Capital Improvement Plan later this year. The first seven projects on the list primarily include street or utility renovation work.

At this time there is no dedicated funding available for the listed projects. Some of the projects may be eligible for grant funding.

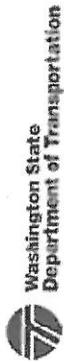
The proposed 2016 Six Year Transportation Improvement Program Project list is shown as Attachment A. Attachment B is the detail for each project. Project date and budget are estimates only.

The list is consistent with the adopted "Transportation System Expansion Needs" in the Comprehensive Plan.

**Recommendation: A motion to adopt Resolution No.15-10, adopting the 6-Year Transportation Improvement Program for 2016 through 2021.**

Town Of Coupeville  
 Six Year Transportation Improvement Program  
 Project List

<b>Project</b>	<b>Priority</b>
<b>Madrona Way Improvements</b>	1
<b>SW Bainbridge Lane Pavement Rehabilitation</b>	2
<b>Eighth Street NE Pavement Rehabilitation</b>	3
<b>Perkins Street NE Pavement Repair and Overlay</b>	4
<b>Haller Street NE Pavement Repair and Overlay</b>	5
<b>Fifth Street NE Pavement Repair and Overlay</b>	6
<b>Clapp Street NE Pavement Repair and Overlay</b>	7
<b>North Main Street Right Turn Lane</b>	8
<b>Front Street NW Sidewalk</b>	9
<b>South Main Street Pedestrian Path</b>	10
<b>Front Street NE Road Reconfiguration</b>	11
<b>Madrona Way Path</b>	12
<b>South Main Street Sidewalk Connections</b>	13
<b>Prairie Station Rhododendron Trail Pedestrian Path</b>	14
<b>Pennington Hill Pedestrian Way</b>	15
<b>North Main Street Bus Pull-Out</b>	16
<b>Faris Street NE Pedestrian Path</b>	17
<b>Fourth Street NW Extension</b>	18
<b>Sixth Street NE Pedestrian Path</b>	19



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville

County: Island

MPO/RTPO: Skagitj Island  
RTPO

N Inside

Y Outside

Functional Class	07	Priority Number	1	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				1 / L150(002) Madrona Way Improvements NE Madrona Way Broadway to Town Limits The project will reconstruct and repave a portion of Madrona Way, construct a crushed rock walkway along one side of the road, and install bioswales for stormwater treatment.	WA-01862	07/28/15	07/28/15	01/15/15		04	P S W	0.330	CE	Yes

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	RW	2016	STP(R)		17,049	TIB		2,660	0	19,709
S	CN	2016	STP(R)		522,669	TIB		47,465	48,148	618,282
<b>Totals</b>					<b>539,718</b>			<b>50,125</b>	<b>48,148</b>	<b>637,991</b>

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase						
RW	19,709	0	0	0	0	0
CN	618,282	0	0	0	0	0
<b>Totals</b>	<b>637,991</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	09	Priority Number	2	B. STIP ID		Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	04	Utility Codes	Total Length	0.070 CE	Environmental Type		RW Required	No
				G. Structure ID		WA-04298 07/28/15														
				A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description SW Bainbridge Lane Pavement Rehabilitation SW Bainbridge Lane South Main St to Road End Pavement Reconstruction.																

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016				0		0	14,000	14,000
P	CN	2016			TIB	0		54,000	0	54,000
		Totals				0		54,000	14,000	68,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	14,000	0	0	0	0
	CN	54,000	0	0	0	0
Totals		68,000	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville

County: Island

MPO/RTPO: Skagit Island  
RTPO

N Inside

Y Outside

Functional Class	09	Priority Number	3	<b>A. PIN/Project No.</b> <b>B. STIP ID</b> <b>C. Project Title</b> <b>D. Road Name or Number</b> <b>E. Begin &amp; End Termini</b> <b>F. Project Description</b>				B. STIP ID	Resolution No.	Amendment	Adopted	Hearing	Environmental Type	RW Required	
				G. Structure ID WA-01865 Eighth Street NE Pavement Rehabilitation Eighth Street NE Main St to Gould Pavement Repair and Overlay.				07/28/15	07/28/15	04	07/28/15	07/28/15	04	0.240 CE	No

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	PE	2016		0	0		9,000	9,000	9,000
	P	CN	2016		0	49,000	TIB	49,000	0	49,000
<b>Totals</b>					0	49,000		49,000	9,000	58,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	9,000	0	0	0	0
	CN	49,000	0	0	0	0
<b>Totals</b>		<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville

County: Island

MPO/RTPO: Skagit Island  
RTPO

N Inside

Y Outside

Functional Class	09	Priority Number	4	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				Perkins Street NE Perkins Street NE 9th Street NE to 6th Street NE Pavement Repair and Overlay.	WA-01872	07/28/15	07/28/15			04	S W	0.180	CE	No

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	PE		2016		0		0	8,000	8,000
	P	CN		2016		0	TIB	43,000	0	43,000
Totals						0		43,000	8,000	51,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	8,000	0	0	0	0
	CN	43,000	0	0	0	0
Totals		51,000	0	0	0	0





# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	09	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description		B. STIP ID	Resolution No.	Amendment	Adopted	Hearing	Environmental Type	RW Required	
	6	Fifth Street NE 5th NE Kinney NE to Clapp NE Pavement Repair and Overlay.		G. Structure ID WA-05889	07/28/15		07/28/15	07/28/15	05	0.050 CE	No

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	PE	2016		0		0	3,500	3,500
	P	CN	2016		0	TIB	12,500	0	12,500
				Totals	0		12,500	3,500	16,000

Expenditure Schedule	Phase	Year				
		1st	2nd	3rd	4th	5th & 6th
	PE	3,500	0	0	0	0
	CN	12,500	0	0	0	0
	Totals	16,000	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside  
 Y Outside

Functional Class	09	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
	7	Clapp Street NE Clapp NE 8th NE to 9th NE Pavement Repair and Overlay.	WA-05890	07/22/14	07/22/14		14-09	05		0.050	CE	No

Funding		Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016			0		0	3,500	3,500
P	CN	2016		TIB	0		12,500	0	12,500
		Totals			0		12,500	3,500	16,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase		0	0	0	0	0
Totals		0	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

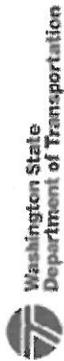
N Inside

Y Outside

Functional Class	07	Priority Number	8	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				North Main Street Right Turn Lane Main St and SR20 SR20 to 300 Feet to North Add Right Turn Lane, Modify Signal Control.	WA-01867	07/28/15	07/28/15			03		0.030	CE	No

Funding Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016	STP(R)	42,000		0	25,000	67,000
P	CN	2017	STP(R)	100,000		0	0	100,000
			Totals	142,000		0	25,000	167,000

Expenditure Schedule Phase	1st		2nd		3rd		4th		5th & 6th	
	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017
PE	67,000	0	0	0	0	0	0	0	0	0
CN	0	100,000	0	0	0	0	0	0	0	0
Totals	67,000	100,000	0	0	0	0	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	07	Priority Number	9	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	28	Utility Codes	P	Total Length	0.100	CE	Environmental Type	No	RW Required	No
				Front Street NW Sidewalk	WA-01866	07/28/15																
				North Main St to Alexander St NW																		
				Replace Old Sidewalk Along North Side of Front Street NW																		

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016		0	TIB	39,000	0	39,000
P	PE	2016		0		0	23,000	23,000
P	CN	2017	STP(F)	92,000		0	0	92,000
<b>Totals</b>				92,000		39,000	23,000	154,000

Phase	Expenditure Schedule				
	1st	2nd	3rd	4th	5th & 6th
PE	62,000	0	0	0	0
CN	0	92,000	0	0	0
<b>Totals</b>	<b>62,000</b>	<b>92,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	07	Priority Number	10	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	28	Utility Codes	Total Length	0.150 CE	Environmental Type	No	RW Required	No
				South Main Street Pedestrian Path South Main Street Bainbridge Lane SW to Town Limits Crushed Rock Path on East Side of South Main Street.																

**Funding**

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016	TAP(F)	14,000		0	8,000	22,000
P	CN	2017	TAP(F)	35,000		0	0	35,000
<b>Totals</b>				<b>49,000</b>		<b>0</b>	<b>8,000</b>	<b>57,000</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th
PE	22,000	0	0	0	0
CN	0	35,000	0	0	0
<b>Totals</b>	<b>22,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville

County: Island

MPO/RTPO: Skagitj Island  
RTPO

N Inside

Y Outside

Functional Class	09	Priority Number	11	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	04	Utility Codes	Total Length	0.270 CE	Environmental Type	0270 CE	RW Required	Yes
				Front Street NE Road Reconfiguration Main St to Gould Analysis and Design for Reconfigured Road, Path and Bikeway.																

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
		P	PE	2016	TAP(R)	56,000		0	10,000	66,000
				Totals		56,000		0	10,000	66,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	66,000	0	0	0	0
Totals		66,000	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

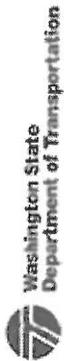
Functional Class	07	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
	12	Madrona Way Path Madrona Way Coveland St NW to Broadway Ave NW Pedestrian Pathway South Side of Road.	WA-01863	07/28/15	07/28/15			28		0.130	CE	No

**Funding**

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017	TAP(R)	20,000		0	4,000	24,000
P	CN	2017	TAP(R)	32,000		0	6,000	38,000
<b>Totals</b>				<b>52,000</b>		<b>0</b>	<b>10,000</b>	<b>62,000</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	24,000	0	0	0
CN	0	38,000	0	0	0
<b>Totals</b>	<b>0</b>	<b>62,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	07	Priority Number	13	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	28	Utility Codes	Total Length	0.160 CE	Environmental Type	No	RW Required	No
				South Main Street Sidewalk Connections South Main Street SR20 to Terry Rd Sidewalk Connections for Gaps on East Side of South Main Street.																

**Funding**

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016	STP(R)	20,000		0	11,000	31,000
P	CN	2017	STP(R)	48,000		0	0	48,000
<b>Totals</b>				<b>68,000</b>		<b>0</b>	<b>11,000</b>	<b>79,000</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th
PE	31,000	0	0	0	0
CN	0	48,000	0	0	0
<b>Totals</b>	<b>31,000</b>	<b>48,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	14	Prairie Station to Rhododendron Trail Pedestrian Path Overland Trail Prairie Station to Rhododendron Trail Crushed Rock Path.	WA-04300	07/28/15	07/28/15			28		0.270	CE	No

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	PE	2016		32,000		0	19,000	51,000
	P	CN	2017		77,000		0	0	77,000
				Totals	109,000		0	19,000	128,000

Expenditure Schedule	Phase	Year					
		1st	2nd	3rd	4th	5th & 6th	Totals
	PE	51,000	0	0	0	0	0
	CN	0	77,000	0	0	0	0
	Totals	51,000	77,000	0	0	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	00	Priority Number	15	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				Pennington Hill Pedestrian Way NA S. Terminus of Farris St. to SR20/Main St. Intersection Pedestrian Gravel Path	WA-01868	07/28/15	07/28/15			2B		0.460	CE	No

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code		Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
				TAP(R)	TAP(F)					
	P	PE	2017			40,000		0	23,000	63,000
	P	CN	2018			91,000		0	0	91,000
					Totals	131,000		0	23,000	154,000

Expenditure Schedule	Phase	Year				
		1st	2nd	3rd	4th	5th & 6th
	PE	0	63,000	0	0	0
	CN	0	0	91,000	0	0
	Totals	0	63,000	91,000	0	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	07	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
	16	North Main Street Bus Pull-out North Main Street 150 Nly of NW Birch St to 300 Nly of NW Birch St Transit Pull-out.	WA-04301	07/28/15	07/28/15			23			CE	Yes

Funding Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		22,000		0	23,000	45,000
P	RW	2017		26,000		0	0	26,000
P	CN	2018		84,000		0	0	84,000
<b>Totals</b>				132,000		0	23,000	155,000

Expenditure Schedule Phase	Funding Schedule				
	1st	2nd	3rd	4th	5th & 6th
PE	0	45,000	0	0	0
RW	0	26,000	0	0	0
CN	0	0	84,000	0	0
<b>Totals</b>	<b>0</b>	<b>71,000</b>	<b>84,000</b>	<b>0</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

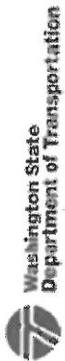
Functional Class	09	Priority Number	17	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	G. Structure ID WA-01964	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	28	Utility Codes	Total Length	0.180 CE	Environmental Type	No	RW Required	No
				Faris Street NE Pedestrian Path Faris Street NE 6th St. NE to Pennington Loop NE Crushed Rock Path.																

**Funding**

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018	TAP(R)	17,000		0	10,000	27,000
P	CN	2019	TAP(R)	41,000		0	0	41,000
<b>Totals</b>				<b>58,000</b>		<b>0</b>	<b>10,000</b>	<b>68,000</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	27,000	0	0
CN	0	0	0	41,000	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>27,000</b>	<b>41,000</b>	<b>0</b>



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	09	Priority Number	18	B. STIP ID	WA-01870	Hearing	07/28/15	Adopted	07/28/15	Amendment	Resolution No.	Improvement Type	01	Utility Codes	C P S T W	Total Length	0.310	CE	Environmental Type		RW Required	Yes
				G. Structure ID	Fourth Street NW Extension Fourth St NW N. Main St. to Broadway NW New Road - Connection Between North Main Street and NW Broadway.																	

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds	
										2018
	P	PE			0		418,000	418,000	836,000	
	P	CN			0		627,000	627,000	1,254,000	
				Totals	0		1,045,000	1,045,000	2,090,000	

Expenditure Schedule	Phase	Year				
		1st	2nd	3rd	4th	5th & 6th
	PE	0	0	836,000	0	0
	CN	0	0	0	1,254,000	0
	Totals	0	0	836,000	1,254,000	0



# Six Year Transportation Improvement Program From 2016 to 2021

Agency: Coupeville  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	09	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
	19	Sixth Street NE Pedestrian Path 6th Street NE North Main St to Farris St NE Crushed Rock Path	WA-04302	07/28/15	07/28/15			28		0.400	CE	No

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	PE		2019	TAP(R)	37,000		0	22,000	59,000
	P	CN		2020	TAP(R)	92,000		0	0	92,000
				Totals		129,000		0	22,000	151,000

Expenditure Schedule		Phase	1st	2nd	3rd	4th	5th & 6th
	PE		0	0	0	59,000	0
	CN		0	0	0	0	92,000
	Totals		0	0	0	59,000	92,000

Grand Totals for Coupeville		Federal Funds	State Funds	Local Funds	Total Funds
		1,557,718	1,319,375	1,316,898	4,193,991

**RESOLUTION NO. 15-10**

A RESOLUTION of the Town Council of the Town of Coupeville, Island County, Washington, adopting the six-year Transportation Improvement Program (TIP) for the years 2016 through 2021.

WHEREAS, RCW 35.77.010 and 36.81.121 require that each city and county in the State of Washington update its Transportation Improvement Program (hereinafter "TIP") annually and file a copy of the adopted program with the Department of Transportation;

WHEREAS, the Town Council is granted the authority, following a public hearing, to adopt a revised and extended TIP each year; and

WHEREAS, the Town Council held a public hearing on July 28, 2015, after due and proper notice, and approved the TIP for the years 2016 through 2021;

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF COUPEVILLE, ISLAND COUNTY, WASHINGTON:**

**Section 1.** The Town Council hereby adopts a six-year Transportation Improvement Program (TIP) for the years 2016 through 2021, attached to this resolution and incorporated by this reference.

PASSED by the Town Council and APPROVED by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2015.

TOWN OF COUPEVILLE

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

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



**DATE:** July 28, 2015

**TO:** Mayor Conard and Town Council

**FROM:** Marianne Manville-Ailles Consulting Planner

**SUBJECT:** WGH Variance V16-15 and Conditional Use Permit CUP 16-15

**INTRODUCTION:**

As part of its expansion/renovation process WGH requires a number of permits to comply with the Town of Coupeville regulations. In addition to other permits, the hospital was required to obtain a Conditional Use Permit (CUP) and a Variance.

The CUP is necessary to allow a public/quasi-public use to be located in the Town Commercial zoning district. The existing hospital is located on property designated Public and is an allowed use. However the hospital property has a split zoning designation and the portion of the property where the new addition is proposed is designated as Town Commercial. This zoning district requires a CUP to allow a public/quasi-public use to locate within it.

The variance is required to allow the height of the building to exceed the 28 foot limit. The proposal is 32 feet in height (as measured to the top of the building parapet). The current hospital building is 30.7 feet in height. The addition will be equipped with modern mechanical penthouse elements that are necessary to serve the hospital addition.

**FINDINGS:**

The proposals were reviewed by staff and found to be consistent with the provisions of the Town Code. A staff report for each request was prepared for the Planning Commission. Those staff reports are attached for Council's use.

**CONCLUSION:**

The proposals were routed to Town Staff and no comments were received. Proper notification was published in the paper and the site was posted with a land use sign. No comments from the public were received. A hearing was held before the Planning Commission and no public comments were received. The Planning Commission voted unanimously to approve both the Variance V-16-15 and the Conditional Use Permit CUP-15-16.

**RECOMMENDATION:**

Staff recommends that Council accepts the Planning Commission recommendation to **approve Variance V16-15 and Conditional Use Permit CUP 16-15.**

**RESOLUTION NO. 15-11**

**A RESOLUTION PERTAINING TO A VARIANCE TO EXCEED THE HEIGHT REQUIREMENTS PURSUANT TO CHAPTER 16.14.020 OF THE COUPEVILLE TOWN CODE.**

**WHEREAS**, an application for a variance to exceed the zoning code height requirements has been made pursuant to Chapters 16.14.020 of the Coupeville Town Code by the owner of the real property described in Exhibit "1", and shown in Exhibit "2" known as Whidbey General Hospital; and

**WHEREAS**, the required SEPA process was completed as part of the overall hospital expansion project; and

**WHEREAS**, Staff reviewed the application and determined that it was consistent with the variance criteria in Chapter 16.14.020 and made recommendation to the Planning Commission for approval; and

**WHEREAS**, the Planning Commission held an open record public hearing for the variance on July 21, 2015 and recommended that Town Council approve of the requested variance V-16-15; therefore

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF COUPEVILLE, WASHINGTON AS FOLLOWS:**

That said variance known and described as **WGH VARIANCE V-16-15** has been presented for acceptance, approval and filing and is hereby accepted, approved and ordered filed.

Dated this 28<sup>nd</sup> day of July 2015

Signed in Authentication this \_\_\_\_\_ day of \_\_\_\_\_ 2015

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

Attest:

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

Approved as to form:

\_\_\_\_\_  
Grant Weed, City Attorney

**EXHIBIT "1":  
LEGAL DESCRIPTION**

Order No: L62692

**SUBDIVISION GUARANTEE**

**Schedule "C"  
Legal Description**

The land referred to herein is situated in the State of Washington, County of Island, and is described as follows:

**PARCEL A:**

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at the Southwest corner of Block 40, Plat of Coupeville, as per the Plat recorded in Volume 1 of Plats, Page 2, records of Island County, Washington;  
Thence South 505.5 feet to the True Point of Beginning of this description;  
Thence Due East 300 feet;  
Thence Due North 150 feet;  
Thence Due East 452.2 feet;  
Thence Due South 552 feet;  
Thence Due West 452.2 feet;  
Thence Due North 150.00 feet;  
Thence Due West 300 feet;  
Thence Due North 252 feet to the True Point of Beginning.  
Except any portion that may lie within the Public Road known as Main Street.

Together with the following described parcel:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:  
Beginning at the point 66.00 feet Due South and 752.20 feet Due East of the Southwest corner of Block 40 of the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, Page 1, Records of Island County, Washington;  
Thence Due East 165.00 feet;  
Thence Due South 1,000.00 feet;  
Thence Due West 165.00 feet;  
Thence Due North 1,000.00 feet to the Point of Beginning.  
Except the North 289.50 feet thereof.

(Also known as Parcel A of Boundary Line Adjustment recorded on October 17, 2006, under Auditor's File No. 4184499.)

Order No: L62692

PARCEL B:

The North 289.50 feet of the following described parcel:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at the point 66.00 feet due South and 752.20 feet due East of the Southwest corner of Block 40 of the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 1, records of Island County, Washington;

Thence due East 165.00 feet;

Thence due South 1000.00 feet;

Thence due West 165.00 feet;

Thence due North 1000.00 feet to the point of beginning.

(Also known as Parcel B of Boundary Line Adjustment recorded on October 17, 2006, under Auditor's File No. 4184499.)

PARCEL C:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at a point 757.50 feet South of the Southwest corner of Block 40, Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County, Washington;

Thence East 300.00 feet;

Thence South 150.00 feet;

Thence West 300.00 feet;

Thence North 150.00 feet to the point of beginning;

EXCEPT the East 65.00 feet thereof.

(Also known as parcel A of Coupeville Short Plat No. 81-4, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398404, records of Island County, Washington.)

PARCEL D:

The East 65.00 feet of the following described portion of Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington;

Beginning at a point 757.50 feet South of the Southwest corner of Block 40, Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County, Washington;

Thence East 300.00 feet;

Thence South 150.00 feet;

Thence West 300.00 feet;

Thence North 150.00 feet to the Point of Beginning.

(Also known as Parcel B of Coupeville Short Plat no. 81-4, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398404, records of Island County, Washington.)

Order No: L62692

PARCEL E:

The North 41.49 feet of the West 235.00 feet of the following described portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington.

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the point of beginning.

(Also known as Parcel C of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

PARCEL F:

The South 58.51 feet of the North 100.00 feet of the West 235.00 feet of the following described portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington;

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the point of beginning.

(Also known as Parcel D of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

PARCEL G:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington, described as follows:

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the Point of Beginning

EXCEPT the North 100.00 feet of the West 235.00 feet thereof.

(Also known as Parcel E of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

Order No: L62692

PARCEL H:

Lot "D" of the City of Coupeville Short Plat No. 84-2, 13233-084-4310, as approved April 9, 1984, recorded April 12, 1984, in Volume 1 of Short Plats, page 257, under Auditor's File No. 423120, records of Island County Washington, being a portion of the Thomas Coupe Donation Land Claim, in Section 33, Township 32 North, Range 1 E.W.M.

PARCEL I:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning 355.5 feet South of the Southwest corner of Block 40, in the Plat of Coupeville, according to the plat thereof recorded in Volume 1 of Plats, page 2 records of Island County, Washington;  
Thence South 150 feet;  
Thence East 300 feet;  
Thence North 150 feet;  
Thence West 300 feet to the point of beginning.

EXCEPT roads.

Situated in Island County, Washington.



**STAFF REPORT  
VARIANCE FOR  
HOSPITAL ADDITION TO EXCEED HEIGHT REQUIREMENTS**

**DATE OF REPORT:** June 30, 2015

**PROJECT/FILE NUMBER:** V-16-15

**PROJECT PLANNER:** Marianne Manville-Ailles, Consulting Planner

**APPLICANT:** Whidbey General Hospital.

**OWNER:** Whidbey General Hospital; Contact Person: Maggie Buckley.

**PROJECT DESCRIPTION:** The proposal is for a variance to allow the height of the building to exceed the 28 foot limit. The proposal is 32 feet in height. The current hospital building is 30.7 feet in height. The addition will be equipped with modern mechanical penthouse elements that are necessary to serve the hospital addition.

**PROJECT LOCATION:** The proposal is roughly located north of SR 20 and east of N Main Street. The Assessor parcel numbers are: 809536, 809537, 487440, 544799, 544815, 544824, 544806, 579519, and 487468. All of the subject parcels are located within a portion of the SE ¼ of Section 33, Township 32 North, Range 01 East, W.M.

**EXHIBIT LIST**

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**Exhibit 1:** WGH Conditional Use Permit file, File No. V-16-15

**Exhibit 2:** Approved Site Plan Sheet SP-1

**Exhibit 3:** SEPA MDNS Issued May 28, 2015

**Exhibit 4:** Notice of Application Notice of Hearing for CUP June 6, 2015

**GENERAL INFORMATION**

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**Zoning Designation:** Town Commercial (TC); Public (P); and Residential High (RH).

**Comprehensive Plan Designation:** Town Commercial (TC); Public (P); and Planned Area (PA-2)

**Existing Site Use:** Whidbey General Hospital

**Neighborhood characteristics:**

**North:** Boys & Girls Club, Town Shop, and Residential.  
**East:** Care Facility and vacant.  
**South:** Birch Street and commercial.  
**West:** Main Street.

**Access:** Access to the hospital is from Main Street and Birch Street.

**Site Area:** The area of the hospital site is approximately 16 acres.

**Background:**

Whidbey General Hospital has operated on the site since 1970 and needs to be renovated to accommodate the existing and future needs of the Whidbey Island residents. A bond to fund the needed improvements was approved by the residents of the hospital taxing district in November 2013.

Hospital improvements will consist of a roughly 60,000 foot addition and renovation of some areas of the existing hospital.

The applicant's narrative indicates:

The new patient wing will be located south of the existing hospital structures. The existing hospital campus is laid out with the emergency department, operating rooms, and diagnostic and testing in the southwest corner of the existing hospital, outpatient services to the north, and inpatient services to the east. Several site options were studied for the placement of the new wing. Locating the new wing with inpatient beds to the north would not work functionally due to the need to connect as closely as possible to the existing operating rooms and emergency department. A new patient wing to the west is not feasible without relocating public parking, the main hospital entrance, and the entrance to the emergency department. A new patient wing to the east is not feasible because new patient beds would not be adjacent to existing diagnostic services; it is not desirable to access the new beds through the existing patient wings that are being vacated due to increased travel distances for patients; and the condition of the existing wings would require mechanical and potentially structural upgrades that are not feasible within the project budget.

The new patient wing to the south allows for the ideal hospital layout, with centrally located diagnostic functions with inpatient and outpatient services that feed into it on opposite ends. The new wing in this location provides direct points of access to the emergency room and operating rooms of the existing hospital, as well as proximity to the main entrance. In order to provide continuity of medical services, the connection to the new patient wing is proposed at the same level as the main hospital entry, with an expansion of support services below. This design mirrors the design of the existing hospital building. The south side of the site slopes and also had the greatest grade change running in an east to west direction, with the west side adjacent to Main Street having the higher elevation.

The new patient wing is designed to be in context with the existing hospital buildings. In order to provide the connection to the new wing at the same level as the main entry, the height of the new hospital building relative to the existing building is 32 feet versus 30.7 feet. Both the existing and new hospital buildings exceed the 28-foot height requirement within this zoning district. There are also mechanical penthouse elements of the existing hospital that are up to 5.5 feet higher than the new patient wing. The existing Meditation/Quiet Room also rises above the height of the parapet of the new wing.

Whidbey General Hospital requests the 32-foot height variance to allow for mechanical, electrical and plumbing and information technology systems to be appropriately sized for future and current use; a state of the art Variable Refrigerant Flow heating and cooling system; and future adaptability while aligning the main floor of the new patient wing with the existing hospital building. A height variance is necessary to accommodate this modern technology and building design within the context of the existing

grades and slopes on this part of the site. The final grades and landscaping further mitigate the appearance of the additional height requested in this variance, as shown in the attached plans. The proposed design is consistent with surrounding properties, accommodates site topography, and provides maximum public benefit as a modern medical facility.

**Environmental Review:**

SEPA review for the project was conducted and the resulting MDNS was issued on May 28, 2015 and is included as Exhibit 2. The MDNS includes as a condition the requirement that during the next docketing cycle the zoning and comprehensive plan designations all be revised to Public to accurately reflect the use of the site by the Hospital.

**Staff Review Comments:**

Representatives from various Town departments have reviewed the application materials to identify and address site plan issues from the proposed development.

There were no comments from City staff.

**Consistency with Variance Criteria:** The Planning Commission shall consider the following criteria when determining a recommendation to make to Council regarding variances.

- 1. That there are exceptional physical circumstances or special conditions applicable to the property which do not apply generally to the other properties in the same district. These could include the size, shape, topography, location or surroundings of the property, public necessity for public structures, environmental factors such as vegetation, wetlands or wildlife habitats, or protection of designated historic properties.**

*The special circumstances that are applicable to this proposal stem from the fact that this is an addition to an existing building and that with the improvements in mechanical features that are necessary to serve the facility cannot be accommodated in the 28 foot limitation. Other features on the existing hospital already exceed the 28 foot limit and the proposal is consistent with what is currently there.*

- 2. That the strict application of the provisions of this chapter would result in practical difficulties.**

*Constructing the new hospital wing at a height of 28 feet or less would not accommodate a modern, two-story medical facility. The proposed facility, as designed, is a modern facility that will serve the medical needs of the Whidbey Island community. Constructing a lesser facility would present substantial practical difficulties due to site topography, development limitations, functionality, and cost effectiveness. The existing site is already well developed and the project faces many challenges just fitting in to an already busy site. The necessary facility could not be accommodated on the site if it were to be spread out to meet the 28 foot height requirement.*

- 3. That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.**

*The proposed use is a hospital expansion that will provide benefit to the Whidbey Island community by maintaining and improving the efficiency of the health care service currently offered by Whidbey General Hospital. The proposed hospital use is consistent with the surrounding properties, which are largely focused on the health care profession. The height of the new hospital wing will not result in material damage in any way to surrounding buildings or properties.*

**4. That the granting of the variance will not be contrary to the objectives of the comprehensive plan.**

*Several elements of the Coupeville Comprehensive Plan note the significance of Whidbey General Hospital in terms of its influence on land use development and the economy of Coupeville. The plan recognizes that the initial development of the hospital caused significant growth in auxiliary medical services, including the establishment of medical clinics, medical practices for many specialist physicians and construction of a convalescent home. This area has been assigned a specific Neighborhood Character District in the Comprehensive Plan: District C (North Main), Sub district C-1 (Hospital/Medical Zone). Whidbey General Hospital is a main focus of development within this area. The hospital and its neighboring medical office buildings have made Coupeville the island's medical center. The proposed expansion of the hospital reiterates the importance of Coupeville's medical services, is consistent with the goals and policies of the Comprehensive Plan, and provides a positive boost for the local economy. The proposed facility, as designed, is a modern facility that will serve the medical needs of the Whidbey Island community. The specific height of the new hospital wing does not contradict any objectives of the comprehensive plan.*

**5. That the special conditions do not result from the actions of the applicant.**

*The special conditions that require the variance request to deviate from the height requirements are the result of the existing development on the site and the advances in technology required to operate a hospital in the modern era. These conditions are beyond the control of Whidbey General Hospital.*

**Recommendation to the Planning Commission:**

That the Conditional Use Permit application for the **Whidbey General Hospital, Project File No V-16-15** be **APPROVED** subject to compliance with the Coupeville Town Code.

**TRANSMITTED** this 24<sup>th</sup> day of June, 2015 to the applicant and the Planning Commission

**RESOLUTION NO. 15-12**

**A RESOLUTION PERTAINING TO A CONDITIONAL USE PERMIT PURSUANT TO CHAPTER 16.14.020 OF THE COUPEVILLE TOWN CODE.**

**WHEREAS**, an application for a Conditional Use Permit to allow a quasi-public use in the Town Commercial zoning district has been made pursuant to Chapters 16.14.030 of the Coupeville Town Code by the owner of the real property described in Exhibit "1", and shown in Exhibit "2" known as Whidbey General Hospital; and

**WHEREAS**, the required SEPA process was completed as part of the overall hospital expansion project; and

**WHEREAS**, Staff reviewed the application and determined that it was consistent with the conditional use permit criteria in Chapter 16.14.030 and made recommendation to the Planning Commission for approval; and

**WHEREAS**, the Planning Commission held an open record public hearing for the conditional use permit on July 21, 2015 and recommended that Town Council approve of the requested conditional use permit CUP-16-15; therefore

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF COUPEVILLE, WASHINGTON AS FOLLOWS:**

That said conditional use permit known and described as **WGH CONDITIONAL USE PERMIT CUP-16-15** has been presented for acceptance, approval and filing and is hereby accepted, approved and ordered filed subject to the conditions attached to the Planning Commission recommendation to Town Council, attached hereto as Exhibit "3" and made a part hereof by reference as though fully set forth herein.

Dated this 28<sup>nd</sup> day of July 2015

Signed in Authentication this \_\_\_\_\_ day of \_\_\_\_\_ 2015

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

Attest:

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

Approved as to form:

\_\_\_\_\_  
Grant Weed, City Attorney

**EXHIBIT "1":  
LEGAL DESCRIPTION**

Order No: L62692

SUBDIVISION GUARANTEE

**Schedule "C"  
Legal Description**

The land referred to herein is situated in the State of Washington, County of Island, and is described as follows:

PARCEL A:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at the Southwest corner of Block 40, Plat of Coupeville, as per the Plat recorded in Volume 1 of Plats, Page 2, records of Island County, Washington;

Thence South 505.5 feet to the True Point of Beginning of this description;

Thence Due East 300 feet;

Thence Due North 150 feet;

Thence Due East 452.2 feet;

Thence Due South 552 feet;

Thence Due West 452.2 feet;

Thence Due North 150.00 feet;

Thence Due West 300 feet;

Thence Due North 252 feet to the True Point of Beginning.

Except any portion that may lie within the Public Road known as Main Street.

Together with the following described parcel:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at the point 66.00 feet Due South and 752.20 feet Due East of the Southwest corner of Block 40 of the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, Page 1, Records of Island County, Washington;

Thence Due East 165.00 feet;

Thence Due South 1,000.00 feet;

Thence Due West 165.00 feet;

Thence Due North 1,000.00 feet to the Point of Beginning.

Except the North 289.50 feet thereof.

(Also known as Parcel A of Boundary Line Adjustment recorded on October 17, 2006, under Auditor's File No. 4184499.)

Order No: L62692

PARCEL B:

The North 289.50 feet of the following described parcel:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at the point 66.00 feet due South and 752.20 feet due East of the Southwest corner of Block 40 of the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 1, records of Island County, Washington;

Thence due East 165.00 feet;

Thence due South 1000.00 feet;

Thence due West 165.00 feet;

Thence due North 1000.00 feet to the point of beginning.

(Also known as Parcel B of Boundary Line Adjustment recorded on October 17, 2006, under Auditor's File No. 4184499.)

PARCEL C:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning at a point 757.50 feet South of the Southwest corner of Block 40, Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County, Washington;

Thence East 300.00 feet;

Thence South 150.00 feet;

Thence West 300.00 feet;

Thence North 150.00 feet to the point of beginning;

EXCEPT the East 65.00 feet thereof.

(Also known as parcel A of Coupeville Short Plat No. 81-4, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398404, records of Island County, Washington.)

PARCEL D:

The East 65.00 feet of the following described portion of Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington;

Beginning at a point 757.50 feet South of the Southwest corner of Block 40, Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County, Washington;

Thence East 300.00 feet;

Thence South 150.00 feet;

Thence West 300.00 feet;

Thence North 150.00 feet to the Point of Beginning.

(Also known as Parcel B of Coupeville Short Plat no. 81-4, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398404, records of Island County, Washington.)

Order No: L62692

PARCEL E:

The North 41.49 feet of the West 235.00 feet of the following described portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington.

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the point of beginning.

(Also known as Parcel C of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

PARCEL F:

The South 58.51 feet of the North 100.00 feet of the West 235.00 feet of the following described portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington;

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the point of beginning.

(Also known as Parcel D of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

PARCEL G:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East, W.M., Island County, Washington, described as follows:

Beginning at a point on the East line of Main Street lying South 907.50 feet from the Southwest corner of Block 40, in the Plat of Coupeville, as per plat recorded in Volume 1 of Plats, page 2 records of Island County;

Thence South 150.00 feet;

Thence East 600.00 feet;

Thence North 150.00 feet;

Thence West 600.00 feet to the Point of Beginning

EXCEPT the North 100.00 feet of the West 235.00 feet thereof.

(Also known as Parcel E of Coupeville Short Plat No. 81-3, approved October 14, 1981 and recorded July 16, 1982 under Auditor's File No. 398323, records of Island County, Washington.)

Order No: L62692

PARCEL H:

Lot "D" of the City of Coupeville Short Plat No. 84-2, 13233-084-4310, as approved April 9, 1984, recorded April 12, 1984, in Volume 1 of Short Plats, page 257, under Auditor's File No. 423120, records of Island County Washington, being a portion of the Thomas Coupe Donation Land Claim, in Section 33, Township 32 North, Range 1 E.W.M.

PARCEL I:

That portion of the Thomas Coupe Donation Land Claim in Section 33, Township 32 North, Range 1 East of the Willamette Meridian, described as follows:

Beginning 355.5 feet South of the Southwest corner of Block 40, in the Plat of Coupeville, according to the plat thereof recorded in Volume 1 of Plats, page 2 records of Island County, Washington;  
Thence South 150 feet;  
Thence East 300 feet;  
Thence North 150 feet;  
Thence West 300 feet to the point of beginning.

EXCEPT roads.

Situated in Island County, Washington.



## EXHIBIT "3"

### Conditions of Approval

1. Consistent with the SEPA conditions, that during the next docketing cycle the zoning and comprehensive plan designations all be revised to Public to accurately reflect the use of the site by the Hospital.
2. The following is not a condition of approval per se; however, staff would like to remind the applicant that the subject approval is for a CUP only and that Fill & Grade, Building, and Right-of-Way permits will all need to be submitted and approved before any work commences on the site should the CUP be granted.

**STAFF REPORT  
CONDITIONAL USE PERMIT *for*  
HOSPITAL EXPANSION IN TOWN COMMERCIAL ZONING DISTRICT**

**DATE OF REPORT:** June 30, 2015

**PROJECT/FILE NUMBER:** CUP-16-15

**PROJECT PLANNER:** Marianne Manville-Ailles, Consulting Planner

**APPLICANT:** Whidbey General Hospital.

**OWNER:** Whidbey General Hospital; Contact Person: Maggie Buckley.

**PROJECT DESCRIPTION:** The proposal is for a Conditional Use Permit (CUP) to allow a public/quasi-public use to be located in the Town Commercial zoning district. The existing hospital is located on property designated Public and is an allowed use. However the hospital property has a split zoning designation and the portion of the property where the new addition is proposed is designated as Town Commercial. This zoning district requires a CUP to allow a public/quasi-public use to locate within it.

**PROJECT LOCATION:** The proposal is roughly located north of SR 20 and east of N Main Street. The Assessor parcel numbers are: 809536, 809537, 487440, 544799, 544815, 544824, 544806, 579519, and 487468. All of the subject parcels are located within a portion of the SE ¼ of Section 33, Township 32 North, Range 01 East, W.M.

**EXHIBIT LIST**

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**Exhibit 1:** WGH Conditional Use Permit file, File No. CUP-16-15  
**Exhibit 2:** Approved Site Plan Sheet SP-1  
**Exhibit 3:** SEPA MDNS Issued May 28, 2015  
**Exhibit 4:** Notice of Application Notice of Hearing for CUP June 6, 2015

**GENERAL INFORMATION**

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**Zoning Designation:** Town Commercial (TC); Public (P); and Residential High (RH).

**Comprehensive Plan Designation:** Town Commercial (TC); Public (P); and Planned Area (PA-2)

**Existing Site Use:** Whidbey General Hospital

**Neighborhood characteristics:**

**North:** Boys & Girls Club, Town Shop, and Residential.  
**East:** Care Facility and vacant.  
**South:** Birch Street and commercial.  
**West:** Main Street.

**Access:** Access to the hospital is from Main Street and Birch Street.

**Site Area:**

The area of the hospital site is approximately 16 acres.

**APPLICABLE SECTIONS OF THE COUPEVILLE TOWN CODE (CTC)**

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**Title 16: Development Regulations**

- 16.04.060 - Definitions.
- Chapter 16.06 – Administration
- Chapter 16.08 - ZONING DISTRICTS
  - 16.08.050 - Commercial zoning districts
- Chapter 16.12 - Development Standards
  - 16.12.030 - Setback standards.
  - 16.12.040 - Lot area, width and coverage standards.
  - 16.12.050 - Height structures.
  - 16.12.060 - Landscaping, recreation space and exterior appearance standards.
  - 16.12.070 - Off-street parking and loading requirements.
- Chapter 16.14 - Special Use Permits
  - 16.14.030 - Conditional use permits.

**APPLICABLE SECTIONS OF THE COUPEVILLE COMPREHENSIVE PLAN**

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- Land Use Element

**DEPARTMENT ANALYSIS**

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**Background:**

Whidbey General Hospital has operated on the site since 1970 and needs to be renovated to accommodate the existing and future needs of the Whidbey Island residents. A bond to fund the needed improvements was approved by the residents of the hospital taxing district in November 2013.

Hospital improvements will consist of a roughly 60,000 foot addition and renovation of some areas of the existing hospital.

The applicant's narrative indicates:

The new patient wing will be located south of the existing hospital structures. The existing hospital campus is laid out with the emergency department, operating rooms, and diagnostic and testing in the southwest corner of the existing hospital, outpatient services to the north, and inpatient services to the east. Several site options were studied for the placement of the new wing. Locating the new wing with inpatient beds to the north would not work functionally due to the need to connect as closely as possible to the existing operating rooms and emergency department. A new patient wing to the west is not feasible without relocating public parking, the main hospital entrance, and the entrance to the emergency department. A new patient wing to the east is not feasible because new patient beds would not be adjacent to existing diagnostic services; it is not desirable to access the new beds through the existing patient wings that are being vacated due to increased travel distances for patients; and the condition of the existing wings would require mechanical and potentially structural upgrades that are not feasible within the project budget.

The new patient wing to the south allows for the ideal hospital layout, with centrally located diagnostic functions with inpatient and outpatient services that feed into it on opposite ends. The new wing in this location provides direct points of access to the emergency room and operating rooms of the existing

hospital, as well as proximity to the main entrance. In order to provide continuity of medical services, the connection to the new patient wing is proposed at the same level as the main hospital entry, with an expansion of support services below. This design mirrors the design of the existing hospital building. The south side of the site slopes and also had the greatest grade change running in an east to west direction, with the west side adjacent to Main Street having the higher elevation.

**Process:**

Coupeville Town Code (CTC) Chapter 16.06 contains permit specific procedural requirements for processing permits. The Coupeville zoning code (Chapter 16.08.050) allows quasi-public uses as conditional uses. Conditional uses are processed under Chapter 16.14.030 and can be approved if specific findings are met.

Following is a list of the procedural steps completed by the applicant as part of this land use process:

- February 5, 2015 the applicant submitted an application for the Hospital Addition/Renovation.
- March 11, 2015 the Town determined that the application required a Conditional Use Permit to locate the addition on the portion of the site designated Town Commercial.
- April 2, 2015 Preliminary MDNS issued and mailed to those property owners within 300 feet of the subject site and was published in the newspaper. The applicant posted a land use sign on the property.
- May 14, 2015 CUP application submitted by applicant.
- May 28, 2015 Final SEPA Determination was issued, published in the paper and mailed to property owners within 300 feet of the site.
- June 6, 2015 Notice of Application and Notice of Hearing was issued for the CUP. Notice was mailed to property owners within 300 feet, the property was posted with a land use sign and the notice was published in the newspaper June 11, 2015.

No written or verbal comments have been received by the City in response to the SEPA process, Notice of Application or the Notice of Public Hearing that have been distributed from the public or interested agencies.

**Environmental Review:**

SEPA review for the project was conducted and the resulting MDNS was issued on May 28, 2015 and is included as Exhibit 2. The MDNS includes as a condition the requirement that during the next docketing cycle the zoning and comprehensive plan designations all be revised to Public to accurately reflect the use of the site by the Hospital.

**Consistency with Development Regulations:**

Following is an analysis of the applicable provisions of the CTC.

Zoning Chapter 16.08.050 B (Town Commercial Zone) – the proposed use is a hospital; which is a quasi-public use and is allowed with a Conditional Use Permit in CTC 16.08.050 B.

16.04.060 - Definitions.

"Hospital" means a quasi-public establishment which provides accommodations, facilities and services over a continuous period of twenty-four (24) hours or more, for observation, diagnosis and care, of

individuals, suffering from illness, injury, deformity, or abnormality, or from any condition requiring obstetrical, medical or surgical services.

Conditional Uses shall conform to the development standards of the zone in which they are located the table below summarizes the applicable standards:

CTC Section	Development Standard	Consistant? Yes/No
16.12.030A	Minimum setbacks in TC zone: 10 ft (street), 6 ft (rear), 10 ft (side)	Yes
16.12.040A	Minimum lot area in TC zone: 5,000 sq ft	Yes
16.12.040A	Minimum lot width in TC zone: 50 linear ft	Yes
16.12.050A	Maximum structure height in TC zone: 28 ft	No—applicant has filed for a variance to address the height issue.
16.12.060A	Minimum landscaping in TC zone	Yes
16.12.070A	Off-street parking requirement for hospital: 333 (1 space for each resident, plus 1 space for each employee/shift, intern and nurse, plus 1 space for each 5 beds, plus 1 space for each institutional vehicle)	Yes –361 spaces provided
16.12.070G	Parking design standards 1-7	Yes

**Consistency with Conditional Use Criteria:**

CTC Chapter 16.14.030 required findings that the Planning Commission is to consider, along with all other relevant information, in making a recommendation to Town Council on Conditional Use Permit applications.

- 1. The proposed use, at the proposed location, is consistent with the purposes of the development regulations and zone district in which it is to be located, and that the proposed use will meet all the applicable requirements of the development regulations.**

*The existing hospital structures are located on properties zoned as Public/Quasi-Public for which a hospital is an allowed use. Portions of the new hospital wing will be located on property zoned as Town Commercial (TC). Public/quasi-public facilities such as hospitals are allowed within the TC district as a conditional use. In the previous section compliance with the Town’s Development Standards. These development standards establish general dimensional, design and use standards for development within the Town, thereby reflecting the intent of the Coupeville comprehensive plan. As indicated in the table, the proposal does not meet the requirement for building height and a variance has requested. Detailed discussion of the variance is included in the Variance Package which is also being considered by the Planning Commission at this meeting.*

*The Town Staff is recommending approval of the variance to exceed the building height. With approval of the variance the proposal would be consistent with the development regulations.*

- 2. The proposed use, at the proposed location, will not be significantly detrimental to the public health, safety and welfare, will not substantially harm or diminish the value of nearby property or improvements, and will not materially disturb the owners of nearby properties in**

**the reasonable use of these properties. The town council may waive this finding in cases where the proposed use is considered to be a public necessity.**

*The proposed use is a hospital expansion that will provide benefit to the community by maintaining and improving the efficiency of the health care service currently offered by Whidbey General Hospital. The community has approved a bond for the improvements indicating a desire by the community to see the improvements made. Staff believes that are not detrimental to the public health, safety and welfare and in fact do constitute a public necessity.*

**3. The proposed use will generally be in harmony with the comprehensive plan.**

*Several elements of the Comprehensive Plan note the significance of Whidbey General Hospital in terms of its influence on land use development and the economy of Coupeville. The plan recognizes that the initial development of the hospital caused significant growth in auxiliary medical services, including the establishment of medical clinics, medical practices for many specialist physicians, and construction of a convalescent home. This area has been assigned a specific Neighborhood Character District in the Comprehensive Plan: District C (North Main), Subdistrict C-1 (Hospital/Medical Zone). Whidbey General Hospital is a main focus of development within this area. The hospital and its neighboring medical office buildings have made Coupeville the island's medical center. The proposed hospital expansion reiterates the importance of Coupeville's medical services, is consistent with the goals and policies of the Comprehensive Plan, and provides a positive boost for the local economy. A hospital use at this location directly promotes the following three Land Use Goals:*

*Goal 1. To promote a development pattern that recognizes and enhances Coupeville's historic small-town character Coupeville's historic importance is recognized by inclusion in the Ebey's Landing National Historical Reserve. The existing hospital and proposed expansion area are located on land owned by Whidbey General Hospital within the Reserve. The project is being designed in compliance with the Reserve Design Guidelines, per Chapter 16.13 of the Coupeville Municipal Code. The design of the new hospital wing is being review by the Ebey's Landing Historic Preservation Commission to ensure that the new structure is consistent with the historic, small-town character of the Town.*

*Goal 2. To provide a well-balanced mix of land uses, including commercial, residential, public services and recreational and cultural opportunities. The portions of the property that are zoned TC are located in between the existing hospital and a row of medical professional office space along SR 20. This space is currently being used as a helipad, landscaping, parking, and driveways for the existing hospital. Rather than providing a new, potentially denser commercial development within this area, the proposed hospital expansion will uphold a well-balanced mix of land uses that is consistent with the character of this medical district.*

*Goal 3. To work collaboratively with Island County, Coupeville School District #204, Whidbey General Hospital and other public service providers to ensure efficient and effective delivery of public services. The proposed hospital expansion will allow Whidbey General Hospital to more provide public health care services in a more efficient and effective way. This is specifically upheld by Land Use Policy 3.1, which encourages the Town to "work cooperatively with public service providers to ensure that adequate land area is available to adequately perform their administrative, educational, public health and judicial functions."*

The CTC also includes these additional findings that must be considered for Public/Quasi-Public Facilities:

**1. That the proposed location of the public/quasi-public facility and the size and the characteristics of the site will maximize its benefit to the public;**

*The proposed hospital expansion is located adjacent to the existing hospital, on property that is currently owned by Whidbey General Hospital. Expanding the hospital in its current location is more cost-effective and efficient than alternatives such as relocating to a different site or expanding the hospital vertically, which would not be consistent with the Reserve Design Guidelines. Expansion of the existing facility maximizes the use of this land under its current ownership, to the benefit of the general public.*

**2. That the proposed location of the public/quasi-public facility and the plan for entrances and exits will not create traffic hazards on public streets;**

*The proposed location of the Hospital expansion is necessarily at the existing Hospital facility and uses the existing entrances and exits to the hospital. One of the primary concerns in review of the design for the expansion is its impact on both pedestrian and vehicular circulation. The Town is working with the applicant to ensure that the improvements have the least impact on public streets as practical.*

**3. That the proposed public/quasi-public facility will not occupy land which would be substantially more beneficial to the community if put to a different use.**

*The proposal is on the existing Hospital site and no other use would be of greater benefit to the community.*

**Staff Review Comments:**

Representatives from various Town departments have reviewed the application materials to identify and address site plan issues from the proposed development.

There were no comments from City staff.

**CONDITIONS RECOMMENDED TO PLANNING COMMISSION:**

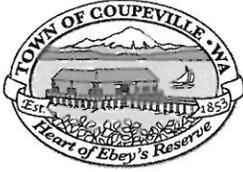
Upon review of the materials submitted to-date, staff suggests that the requested CUP have the following conditions placed on it:

1. Consistent with the SEPA conditions, that during the next docketing cycle the zoning and comprehensive plan designations all be revised to Public to accurately reflect the use of the site by the Hospital.
2. The following is not a condition of approval per se; however, staff would like to remind the applicant that the subject approval is for a CUP only and that Fill & Grade, Building, and Right-of-Way permits will all need to be submitted and approved before any work commences on the site should the CUP be granted.

**RECOMMENDATION TO THE PLANNING COMMISSION:**

That the Conditional Use Permit application for the **Whidbey General Hospital, Project File No CUP-16-15** be **APPROVED** subject to compliance with the Coupeville Town Code and the conditions listed above under the "Conditions Recommended to Planning Commission" section of this report.

**TRANSMITTED** this 24<sup>th</sup> day of June, 2015 to the applicant and the Planning Commission.



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## STAFF REPORT

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**DATE:** July 23, 2015  
**TO:** Mayor and Town Council  
**FROM:** Clerk Treasurer Kelly Beech  
**RE:** Wastewater Interim Construction GO Bond/Loan  
**ATTACHMENTS:** Ordinance #720 – Madrona Way Project Wastewater Bond

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On April 14, 2015 the Council authorized Mayor Conard to apply for a USDA loan to fund a portion of the Madrona Way Project. Through the application process the USDA, Rural Development office determined that the Town would need to split the project into a wastewater portion and a water portion, which resulted in two separate loan applications.

On June 9, 2015 the Council approved Resolution #15-06 authorizing the Town to incur the debt of the wastewater loan and agreeing to the conditions listed by the USDA, Rural Development for the loan. One of the conditions was to acquire interim financing during the construction period. As a result, the Town has sought and received conditional approval for an interim construction loan with a 24 month term, from Heritage Bank.

Ordinance #720 was prepared by Bond Counsel, Marc Greenough, of Foster Pepper PLLC, according to the condition letters provided by Heritage Bank and USDA, Rural Development. Mr. Greenough will be available at the Regular Council Meeting on July 28, 2015 to answer any questions the Mayor or Council may have about the bonds and the bond process.

**Recommendation:** Approval of Ordinance #720 specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a limited tax general obligation bond anticipation note (non-revolving line of credit) in the maximum principal amount of \$697,000 pending the issuance of a water and sewer revenue bond authorized herein; creating and adopting certain funds and accounts; specifying the terms and covenants of the note; providing for delivery thereof to Heritage Bank of Oak Harbor, Washington; and providing for other matters properly relating thereto.

TOWN OF COUPEVILLE, WASHINGTON

ORDINANCE NO. 720

AN ORDINANCE of the Town of Coupeville, Washington, relating to the waterworks utility of the Town; specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a limited tax general obligation bond anticipation note (non-revolving line of credit) in the maximum principal amount of \$697,000 pending the issuance of a water and sewer revenue bond authorized herein; creating and adopting certain funds and accounts; specifying the terms and covenants of the note; providing for delivery thereof to Heritage Bank of Oak Harbor, Washington; and providing for other matters properly relating thereto.

PASSED: July 28, 2015

*This document prepared by:*

*Foster Pepper PLLC  
1111 Third Avenue, Suite 3400  
Seattle, Washington 98101  
(206) 447-4400*

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TOWN OF COUPEVILLE, WASHINGTON

ORDINANCE NO. 720

AN ORDINANCE of the Town of Coupeville, Washington, relating to the waterworks utility of the Town; specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a limited tax general obligation bond anticipation note (non-revolving line of credit) in the maximum principal amount of \$697,000 pending the issuance of a water and sewer revenue bond authorized herein; creating and adopting certain funds and accounts; specifying the terms and covenants of the note; providing for delivery thereof to Heritage Bank of Oak Harbor, Washington; and providing for other matters properly relating thereto.

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF COUPEVILLE, as follows:

Section 1: Definitions. The words and phrases set forth in this Ordinance with initial capitalization shall have the respective meanings ascribed to such words and phrases in this section unless the context clearly requires otherwise.

(a) "Acquisition" or "Acquire" shall include purchase, securing, lease, receipt by gift or grant, condemnation, transfer or other acquisition, or any combination thereof.

(b) "Bank" means Heritage Bank of Oak Harbor, Washington.

(c) "Bank Offer" means the Bank's offer to extend a non-revolving line of credit to the Town, and to accept the Note under the terms and conditions provided in such offer as further set forth in this Ordinance.

(d) "Bank Rate" means the Prime Rate as published in the New York Wall Street Journal plus a margin of 0% x 65%, adjusting daily. For purposes of illustration, if the Prime Rate is 3.25%, the Bank Rate is 2.11%.

(e) "Bond" means the water and sewer revenue bond authorized to be issued by Section 4 of this Ordinance in the principal amount of \$697,000.

(f) "Bond Counsel" means the firm of Foster Pepper PLLC, its successor or any other attorneys or firm of attorneys with a nationally recognized standing as bond counsel in the field of municipal finance selected by the Council.

(g) "Bond Fund" means the "Water and Sewer Revenue Bond Fund, 1975," created by Ordinance No. 254, as amended by Ordinance No. 264, for the purpose of paying and securing the principal of and interest on the Parity Bonds, and renamed the "Water and Sewer Revenue Bond Fund" by Ordinance No. 720.

(h) "Clerk-Treasurer" means the de facto or de jure clerk of the Town, or other officer of the Town who is the custodian of the seal of the Town and of the records of the

proceedings of the Council, and the treasurer of the Town, and his or her successors in functions, if any.

(i) "Code" means the Internal Revenue Code of 1986, as amended, and any Treasury Regulations promulgated thereunder.

(j) "Construction Account" means the capital project fund within the 401 Utility Fund for the purpose of paying Costs of the Project.

(k) "Costs of the Project" means all or any costs designated by the Council as costs of the Project, which may include: (1) preliminary expenses advanced by the Town from funds available for the use therefor, or advanced from any other source, with approval of the Council, or any combination thereof; (2) the costs of making surveys, audits, preliminary plans, other plans, specifications, estimates of costs and other preliminaries; (3) the Acquisition costs of any properties, rights, easements or other interest in properties, or any licenses, privileges, agreements and franchises; (4) the costs of Acquiring, constructing and installing improvements comprising the Project; (5) the costs of Acquiring and installing equipment necessary for the operation and maintenance of the Project; (6) the costs of appraising, printing, estimates, advice, services of engineers, architects, financial consultants, attorneys, clerical help or other agents or employees; (7) the costs of contingencies; (8) the costs (including interest costs) of all interim financing for the Project, the costs of issuance, fees, costs of bond counsel, and the costs of registration and authentication of the Note and the Bond and the costs, if any, of rating agencies and of bond insurance; and (9) all other expenses necessary or desirable and appertaining to the Project, as estimated or otherwise ascertained by the Council.

(l) "Council" means the general legislative authority of the Town as the same shall be duly and regularly constituted from time to time.

(m) "Gross Revenue" means all of the earnings and revenue received by the Town from the maintenance and operation of the Waterworks Utility or from the investment of money received therefrom, except assessments and installments thereof and interest and any penalties thereon levied or collected in any utility local improvement district created and established to finance any improvements to the Waterworks Utility.

(n) "Interest Payment Date" shall have the meaning given such term in Section 5.

(o) "Loan Draw" shall have the meaning given such term in Section 5.

(p) "Maintenance and Operation Expenses" means all reasonable expenses incurred by the Town in causing the Waterworks Utility to be operated and maintained in good repair, working order and condition, but shall not include any depreciation or taxes levied or imposed by the Town.

(q) "Maturity Date" means [\_\_\_\_], 2017.

(r) "Mayor" means the de facto or de jure Mayor of the Town (including the Mayor pro tempore in the Mayor's absence), or any presiding officer or titular head of the Town, and his successors in functions, if any.

(s) "Net Revenue" means the Gross Revenue, less the Maintenance and Operation Expenses.

(t) "Note" means the Limited Tax General Obligation Bond Anticipation Note, 2015 (Non-Revolving Line of Credit), of the Town in the maximum principal amount of \$697,000 that is authorized to be issued by this Ordinance.

(u) "Note Register" means the registration records of the Town, maintained by the Registrar, on which shall appear the name and address of the Registered Owner of the Note.

(v) "Ordinance" means this Ordinance, passed by the Council and approved by the Mayor on July 28, 2015.

(w) "Parity Bonds" means, collectively, (i) the Town's Water and Sewer Revenue Bond, 1979; (ii) the Bond; (iii) the Town's Water and Sewer Revenue Bond, 2015 Series A, authorized to be issued by Ordinance No. 721; and (iv) any and all water and sewer revenue bonds of the Town issued after the date of the issuance of the Bond, the payment of the principal of and interest on which constitutes a lien and charge on the Gross Revenue equal in rank with the lien and charge upon the Gross Revenue required to be paid into the Bond Fund to pay and secure the payment of the principal of and interest on the water and sewer revenue bonds described in the foregoing clauses (i) through (iii).

(x) "Project" shall have the meaning specified in Section 3.

(y) "Qualified Tax-Exempt Obligation" shall have the meaning specified in Section 13.

(z) "RCW" means the Revised Code of Washington.

(aa) "Registered Owner" means the entity or person named as the Registered Owner of the Note on the Note Register, initially the Bank.

(bb) "Registrar" means (i) the Clerk-Treasurer, or (ii) upon a determination by the Clerk-Treasurer that maintenance of the duties of the Registrar is no longer convenient, a bank or trust company organized under the laws of the State, or a national banking association, and having a capital and surplus aggregating at least \$20,000,000, if there be such a bank, trust company or national banking association willing and able to accept the duties of Registrar on reasonable and customary terms and authorized by law to perform all the duties imposed upon it by this Ordinance.

(cc) "State" means the State of Washington.

(dd) "Town" means the Town of Coupeville, Washington.

(ee) "USDA" means the United States of America, acting through the Department of Agriculture.

(ff) "Waterworks Utility" means the waterworks utility of the Town, including the sanitary sewage disposal system as a part thereof, as the same shall be added to, bettered, improved and extended for as long as any of the Parity Bonds are outstanding.

Section 2:     Findings. The Council finds and determines that:

(a) The Town is a municipal corporation and town duly organized and existing under the laws of the State. Pursuant to the provisions of chapters 35.67 and 35.92 RCW, the Town is authorized to acquire, construct, install, maintain and operate water and sewer systems. By Ordinance No. 239, passed by the Council and approved by the Mayor on December 11, 1972, the Town combined water system and sanitary sewage disposal system of the Town into a combined waterworks utility of the Town (the "Waterworks Utility") pursuant to RCW 35.67.331. The Town is authorized to conduct proceedings and to issue revenue bonds pursuant to chapters 35.41, 35.67, 35.92 and 39.46 RCW to finance the acquisition, construction and installation of improvements to the Waterworks Utility.

(b) The USDA has offered to make a loan to the Town, evidenced by a water and sewer revenue bond (the "Bond") in the amount of \$697,000 to pay Costs of the Project. Chapter 39.50 RCW authorizes cities and towns to issue short-term obligations in anticipation of the receipt of bond proceeds.

(c) It is advisable for the Town to Acquire, construct and install the improvements to the Waterworks Utility further described in Section 3. In determining the costs of the Project pursuant to RCW 35.41.090, the Council has estimated that the total costs of the Project will be \$1,128,250.68. It is advisable for the Town to provide funds for defraying a portion of the cost of the Project from the proceeds of the sale of a short-term revenue obligation (the "Note") pending the issuance of the Bond.

(d) The Council deems it to be in the best interest of the Town that the Town borrow money and issue the Note pending the issuance of the Bond for the purpose of providing the funds with which to pay part of the Costs of the Project specified, adopted and ordered to be carried out herein, and the Bank has offered to accept the Note under the terms set forth in this Ordinance.

(e) The assessed valuation of the taxable property within the Town as ascertained by the last preceding assessment for Town purposes for the calendar year 2014 is \$249,013,441, and the Town has outstanding general indebtedness evidenced by limited tax general obligation bonds, notes and leases in the principal amount of \$1,321,463 incurred within the limit of up to 1-1/2% of the value of the taxable property within the Town permitted for general municipal purposes without a vote of the qualified voters therein, and unlimited tax general obligation bonds or notes in the principal amount of \$0 incurred within the limit of up to 2-1/2% of the value of the taxable property within the City for capital purposes issued pursuant to a vote of the qualified voters of the City.

Section 3:     The Project. The Town hereby specifies, adopts and authorizes a plan for making certain additions to and betterments and extensions of the Waterworks Utility, consisting of the Acquisition, construction and installation of improvements to the sanitary sewage disposal system (the "Project"). The Council may make such changes prior to or during the actual construction of the Project where, in its judgment, it appears advisable, provided that such changes do not substantially modify the Project.

Section 4:     Authorization of the Bond. For the purpose of paying part of the Costs of the Project and retiring the Note, the Town shall issue the Bond in the amount of \$697,000. The

Bond shall be payable from Net Revenue and other sources, if any, identified and pledged by the Town by further ordinance, and shall constitute a lien and charge upon the Net Revenue prior and superior to any other lien and charge whatsoever, except such liens and charges that have been or may hereafter be created in favor of the Parity Bonds. The Bond shall be issued in one or more series at such times as the Town shall deem advisable; shall be in such denomination and form, shall be dated, shall bear such interest rate or rates, shall be payable at such time or times, shall have such option of payment prior to maturity, shall guarantee such coverage and collection of rates, shall provide for such additional funds and accounts and shall contain and be subject to such provisions and covenants as hereafter shall be provided by ordinance.

Section 5: Purpose, Authorization and Description of Note.

(a) For the purpose of providing the funds with which to pay part of the Costs of the Project, the Town shall issue and deliver its Limited Tax General Obligation Bond Anticipation Note, 2015 (Non-Revolving Line of Credit) (the "Note"), in the maximum principal amount of \$697,000, pursuant to the terms of this Ordinance. The Note shall be dated as of the date of its delivery to the Bank; shall mature on the Maturity Date; shall be issued in fully registered form as to both principal and interest on the Note Register; and shall be numbered R-1, with any additional designation as the Registrar deems necessary for purposes of identification.

(b) Upon satisfaction of applicable requirements of the USDA, the Town may make incremental monthly draws upon the line of credit evidenced by the Note (each, a "Loan Draw") on any business day prior to the Maturity Date or date of prior redemption for the purpose of providing the funds with which to pay Costs of the Project. No Loan Draw may exceed the total amount of the costs to be paid from such Loan Draw, and the proceeds of each Loan Draw shall be used immediately to pay those costs. Loan Draws shall be recorded on the Loan Draw Record attached to the Note, or in such other form as the Town and the Bank may agree. Loan Draws shall be limited to an aggregate principal amount of \$697,000. The Town shall submit to the Bank, with each request for a Loan Draw, evidence that the USDA concurs in the amount of such Loan Draw, and the submission of such evidence shall constitute approval by the Bank of such Loan Draw.

(c) The principal amount of each Loan Draw shall bear interest at the Bank Rate from the date of that Loan Draw. Interest on the Note shall be payable on the first business day of each month, commencing [\_\_\_\_], 2015 (each, an "Interest Payment Date"), to and including the Maturity Date or date of prior redemption. Principal of the Note is payable on the Maturity Date or the date of prior redemption. If the Note is not paid when properly presented for payment on the Maturity Date or date of prior redemption, the Town shall be obligated to pay interest on the Note at the same rate provided in the Note from and after the Maturity Date or date of prior redemption date until the Note, both principal and interest, is paid in full. The Council finds that the fixing of the interest rate in the above manner is in the best interest of the Town.

Section 6: Designation of Officer to Make Loan Draws. The Council has determined it to be in the best interest of the Town that the Mayor and the Clerk-Treasurer, or such other person(s) as they may designate, be and hereby are severally authorized to make Loan Draws in

the amounts and at the times as either of such officials may determine hereafter, those Loan Draws to be made in accordance with the terms and provisions set forth herein.

Section 7: Appointment of Registrar; Registration and Transfer of Note.

(a) The Clerk-Treasurer is hereby appointed and designated to serve as the Registrar. The Registrar shall keep, or cause to be kept, at its office, sufficient books for purposes of registering the name, mailing address and taxpayer identification number of the Registered Owner of the Note, and for registering any transfer of Note ownership. The books and records maintained by the Registrar for such purpose shall be considered the Note Register for purposes of this Ordinance. The Note Register shall at all times be open to inspection by the Town. In addition to maintaining the Note Register, the Registrar is authorized and directed to perform the following duties with respect to the Note: (i) to authenticate the Note upon the initial issuance thereof by executing the Certificate of Authentication contained thereon; (ii) to authenticate and deliver any Note that is transferred in accordance with the provisions thereof and this Ordinance; (iii) to serve as the Town's paying agent for the Note; (iv) to imprint on each Note transferred or exchanged pursuant to this Ordinance the name of the Registered Owner, the maximum principal amount of the Note, the interest rate borne by the Note, and the Maturity Date; (v) to cancel the Note returned to the Registrar upon the payment in full thereof; and (vi) to carry out all of the Registrar's duties otherwise described in this Ordinance and Ordinance No. 392 establishing a system of registration for the Town's bonds and obligations and to comply fully with all applicable federal and State laws and regulations respecting the carrying out of those duties. The Registrar shall be responsible for its representations contained in the Certificate of Authentication on the Note.

(b) The Note may be assigned or transferred only in whole and only if endorsed in the manner provided thereon and surrendered to the Registrar. The Bank may not transfer the Note to a subsequent investor unless the Bank causes such investor to receive such information regarding the Town and the Note as is necessary to comply with Rule 10b-5 of the Securities and Exchange Commission.

Section 8: Deposit of Note Proceeds. The principal proceeds of Loan Draws shall be paid into the Construction Account and used to pay part of the Costs of the Project. Interest earnings on Loan Draws, if any, shall be retained in the Construction Account and used to pay the Costs of the Project.

Section 9: Payment of Note.

(a) Both principal of and interest on the Note shall be payable in lawful money of the United States of America from the proceeds of the Bond authorized by this Ordinance to be deposited in the Construction Account, or of other short-term obligations or from other money legally available and to be used therefor, and the Town irrevocably pledges to redeem the Note on the Maturity Date or date of prior redemption from the proceeds of the Bond, or of other short-term obligations or from other money legally available for that purpose. The Note may also be paid from Net Revenue, subject to the prior lien and charge thereon that secures payment of the Parity Bonds. The Note also constitutes a general indebtedness of the Town payable from tax revenues of the Town. The Town irrevocably pledges that it shall, in the manner provided by law within the constitutional and statutory limitations provided by law

without the assent of the voters, include in its annual property tax levy amounts sufficient, together with other money that is lawfully available, to pay principal of and interest on the Note as the same become due. The full faith, credit and resources of the Town are pledged irrevocably for the prompt payment of the principal of and interest on the Note.

(b) Prior to each Interest Payment Date the Registered Owner shall present to the Town a statement of interest due on the Note on such Interest Payment Date. Interest due on the Note shall be paid by check, draft or electronic transfer of the Registrar and sent to the Registered Owner so that the Registered Owner receives such payments when due at the address or account appearing on the Note Register. Prior to the Maturity Date the Registered Owner shall present to the Town a statement of interest, together with principal, due on the Note on the Maturity Date. Principal of the Note is payable on the Maturity Date or date of prior redemption at the office of the Registrar in Coupeville, Washington, upon presentation and surrender of the Note.

Section 10: Prepayment and Redemption Provisions. The Town reserves the right and option to prepay and redeem at any time any or all of the principal amount of the Note outstanding at par plus accrued interest to the date of prepayment and, upon payment of all outstanding principal of and interest on the Note, to redeem the Note. Interest on the Note or the portion thereof so prepaid shall cease to accrue on the date of such prepayment. The Town will provide the Registered Owner with written notice of any intended prepayment at least 15 days prior to such prepayment date.

Section 11: Note Form and Execution.

(a) The Note shall be prepared in a form consistent with the provisions of this Ordinance and State law, shall be signed by the Mayor and Clerk-Treasurer, either or both of whose signatures may be manual or in facsimile, and shall have the seal of the Town (or facsimile reproduction thereof) impressed or printed thereon.

(b) No Note shall be valid or obligatory for any purpose, or entitled to the benefits of this Ordinance, unless such Note bears a certificate of authentication manually signed by the Registrar stating: "This Note is the fully registered Town of Coupeville, Washington, Limited Tax General Obligation Bond Anticipation Note, 2015 (Non-Revolving Line of Credit), described in the Note Ordinance." A minor deviation in the language of such certificate shall not void a certificate of authentication that otherwise is substantially in the form of the foregoing. The authorized signing of a certificate of authentication shall be conclusive evidence that the Note so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this Ordinance.

(c) If any officer whose signature appears on the Note ceases to be an officer of the Town authorized to sign notes before the Note bearing his or her signature is authenticated or delivered by the Registrar or issued by the Town, that Note nevertheless may be authenticated, delivered and issued and, when authenticated, delivered and issued, shall be as binding upon the Town as though that person had continued to be an officer of the Town authorized to sign notes. Any Note also may be signed and attested on behalf of the Town by any person who, on the actual date of the signing of the Note, is an officer of the Town authorized to sign notes, although he or she did not hold the required office on the date of issuance of the Note.

Section 12: Tax Covenants.

(a) Preservation of Tax Exemption for Interest on the Note. The Town will neither take any action nor make or permit any use of proceeds of the Note or other funds of the Town treated as proceeds of the Note at any time during the term of the Note which will cause interest on the Note to be included in gross income for federal income tax purposes.

(b) Small Governmental Issuer Arbitrage Rebate Exception and Section 265(b)(3) Designation. The Town finds and declares that (i) it is a duly organized and existing governmental unit of the State and has general taxing power; (ii) the Note is not a "private activity bond" within the meaning of Section 141 of the Code; (iii) at least 95% of the net proceeds of the Note will be used for local governmental activities of the Town (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the Town); (iv) the aggregate face amount of all tax-exempt obligations (other than private activity bonds and other obligations not required to be included in such calculation) issued by the Town and all entities subordinate to the Town (including any entity which the Town controls, which derives its authority to issue tax-exempt obligations from the Town or which issues tax-exempt obligations on behalf of the Town) during 2015 (the calendar year in which the Note is issued) is not reasonably expected to exceed \$5,000,000; and (v) the amount of tax-exempt obligations, including the Note, designated by the Town as "qualified tax-exempt obligations" for the purposes of Section 265(b)(3) of the Code during the calendar year in which the Note is issued does not exceed \$10,000,000. The Town therefore certifies that the Note is eligible for the arbitrage rebate exception under Section 148(f)(4)(D) of the Code and designates the Note as a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3) of the Code.

(c) Compliance Policies. The Council hereby adopts the post-issuance compliance policies and procedures for tax-exempt obligations attached hereto as Exhibit A in connection with the Note and the Town's other tax-exempt obligations.

Section 13: Approval of Bank Offer; Authorization of Town Officials. The Bank has presented the Bank Offer, which written Bank Offer is on file with the Clerk-Treasurer and is incorporated herein by this reference. The Council finds that accepting the Bank Offer is in the Town's best interest and therefore accepts the same. A loan fee in the amount of \$1,742.50 shall be payable by the Town to the Bank upon issuance and delivery of the Note. The Note will be printed at Town expense and will be delivered to the Bank in accordance with the Bank Offer, together with the approving legal opinion of Bond Counsel regarding the Note. The Mayor and the Clerk-Treasurer, or such other person(s) as they may designate, are severally authorized and directed to do everything necessary for the prompt delivery of the Note to the Bank and for the proper application and use of the proceeds of the Loan Draws made pursuant to the Note.

Section 14: Ratification. All actions heretofore taken by the Town consistent with the provisions of this Ordinance are hereby ratified, confirmed and approved.

Section 15: Effective Date of Ordinance. This Ordinance shall be effective from and after its passage. The Clerk-Treasurer is directed to cause this Ordinance, or a summary hereof, to be published in the official newspaper of the Town.

PASSED by the Town Council and APPROVED by the Mayor of the Town of Coupeville, Washington, this 28th day of July, 2015, at a regular open public meeting thereof.

TOWN OF COUPEVILLE, WASHINGTON

\_\_\_\_\_  
Mayor

ATTEST:

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

( S E A L )

## Exhibit A

### Town of Coupeville, Washington Post-Issuance Compliance Policies and Procedures for Tax-Exempt Obligations

1. Purpose. The purpose of these post-issuance compliance policies and procedures (“Compliance Policy”) for tax-exempt obligations issued by the Town of Coupeville, Washington (the “Town”) is to ensure that the Town will be in compliance with requirements of the Internal Revenue Code of 1986, as amended (the “Code”), that must be satisfied with respect to tax-exempt notes, bonds and other obligations (collectively, “bonds”) after such bonds are issued so that interest on the bonds will be and remain tax-exempt.

2. Responsibility for Monitoring Post-Issuance Tax Compliance. The Town Council has the overall, final responsibility for monitoring whether the Town is in compliance with post-issuance federal tax requirements for the bonds. However, the Town Council assigns to the Town’s Clerk-Treasurer the primary operating responsibility to monitor the Town’s compliance with post-issuance federal tax requirements for the bonds.

3. Arbitrage Yield Restriction and Rebate Requirements. The Clerk-Treasurer shall maintain or cause to be maintained records of:

(a) purchases and sales of investments made with bond proceeds (including amounts treated as “gross proceeds” of bonds under Section 148 of the Code) and receipts of earnings on those investments;

(b) expenditures made with bond proceeds (including investment earnings on bond proceeds) for the governmental purposes of the bonds, such as for the costs of purchasing, constructing and/or renovating property and facilities;

(c) information showing, where applicable for a particular calendar year, that the Town was eligible to be treated as a “small issuer” in respect of bonds issued in that calendar year because the Town did not reasonably expect to issue more than \$5,000,000 of tax-exempt bonds in that calendar year;

(d) calculations that will be sufficient to demonstrate to the Internal Revenue Service (“IRS”) upon an audit of a bond issue that, where applicable, the Town has complied with an available spending exception to the arbitrage rebate requirement in respect of that bond issue;

(e) calculations that will be sufficient to demonstrate to the IRS upon an audit of a bond issue for which no exception to the arbitrage rebate requirement was applicable that the rebate amount, if any, that was payable to the United States of America in respect of investments made with gross proceeds of that bond issue was calculated and timely paid with Form 8038-T timely filed with the IRS; and

(f) information and records showing that investments held in yield-restricted advance refunding or defeasance escrows for bonds, and investments made with unspent bond proceeds after the expiration of the applicable temporary period, were not invested in higher-yielding investments.

4. Restrictions on Private Business Use and Private Loans. The Clerk-Treasurer shall educate and inform the heads of those departments of the Town (the “users”) for which land, buildings,

facilities and equipment (“property”) are financed with proceeds of bonds about the restrictions on private business use that apply to that property after the bonds have been issued, and of the restriction on the use of proceeds of bonds to make or finance any loan to any person other than a state or local government unit.

In particular, following the issuance of bonds for the financing of property, the Clerk-Treasurer shall provide to the users of the property (other than members of the general public, to the extent they have no contract or special legal entitlement to use the property) a copy of this Compliance Policy and other appropriate written guidance advising that:

(a) “private business use” means use by any person other than a state or local government unit, including business corporations, partnerships, limited liability companies, associations, nonprofit corporations, natural persons engaged in trade or business activity, and *the United States of America and any federal agency*, as a result of ownership of the property or use of the property under a lease, management or service contract (except for certain “qualified” management or service contracts), output contract for the purchase of electricity or water, privately sponsored research contract (except for certain “qualified” research contracts), “naming rights” contract, “public-private partnership” arrangement, or any similar use arrangement that provides special legal entitlements for the use of the bond-financed property;

(b) under Section 141 of the Code, no more than 10% of the proceeds of any tax-exempt bond issue (including the property financed with the bonds) may be used for private business use, of which no more than 5% of the proceeds of the tax-exempt bond issue (including the property financed with the bonds) may be used for any “unrelated” private business use—that is, generally, a private business use that is not functionally related to the governmental purposes of the bonds; and no more than *the lesser* of \$5,000,000 or 5% of the proceeds of a tax-exempt bond issue may be used to make or finance a loan to any person other than a state or local government unit;

(c) before entering into any special use arrangement with a nongovernmental person that involves the use of bond-financed property, the Town user must consult with the Clerk-Treasurer, provide the Clerk-Treasurer with a description of the proposed nongovernmental use arrangement, and determine whether that use arrangement, if put into effect, will be consistent with the restrictions on private business use of the bond-financed property;

(d) in connection with the evaluation of any proposed nongovernmental use arrangement, the Clerk-Treasurer should consult with nationally recognized bond counsel to the Town as may be necessary to obtain federal tax advice on whether that use arrangement, if put into effect, will be consistent with the restrictions on private business use of the bond-financed property, and, if not, whether any “remedial action” permitted under Section 141 of the Code may be taken by the Town as a means of enabling that use arrangement to be put into effect without adversely affecting the tax-exempt status of the bonds that financed the property; and

(e) the Clerk-Treasurer and the Town user of the property shall maintain records of such nongovernmental uses, if any, of bond-financed property, including copies of the pertinent leases, contracts or other documentation, and the related determination that those nongovernmental uses are not inconsistent with the tax-exempt status of the bonds that financed the property.

5. Records to be Maintained for Tax-Exempt Bonds. It is the policy of the Town that, unless otherwise permitted by future IRS regulations or other guidance, written records (which may be in electronic form) will be maintained with respect to each Town bond issue for as long as those bonds remain outstanding, plus three years. For this purpose, the bonds include refunding bonds that refund the original bonds and thereby refinance the property that was financed by the original bonds.

The records to be maintained are to include:

- (a) the official Transcript of Proceedings for the original issuance of the bonds;
- (b) records showing how the bond proceeds were invested, as described in 3(a) above;
- (c) records showing how the bond proceeds were spent, as described in 3(b) above, including property purchase and construction contracts, progress payment requests, invoices, cancelled checks, payment of bond issuance costs, and records of "allocations" of bond proceeds to make reimbursement for project expenditures made before the bonds were actually issued;
- (d) information, records and calculations showing that, with respect to each bond issue, the Town was eligible for the "small issuer" exception or one of the spending exception to the arbitrage rebate requirement or, if not, that the rebate amount, if any, that was payable to the United States of America in respect of investments made with gross proceeds of that bond issue was calculated and timely paid with Form 8038-T timely filed with the IRS, as described in 3(c), (d) and (e) above; and
- (e) records showing that special use arrangements, if any, affecting bond-financed property made by the Town with nongovernmental persons, if any, are consistent with applicable restrictions on private business use of property financed with proceeds of tax-exempt bonds and restrictions on the use of proceeds of tax-exempt bonds to make or financed loans to any person other than a state or local government unit, as described in 4 above.

The basic purpose of the foregoing record retention policy for the Town's tax-exempt bonds is to enable the Town to readily demonstrate to the IRS upon an audit of any tax-exempt bond issue that the Town has fully complied with all federal tax requirements that must be satisfied after the issue date of the bonds so that interest on those bonds continues to be tax-exempt under Section 103 of the Code.

6. Education Policy With Respect to Federal Tax Requirements for Tax-Exempt Bonds. It is the policy of the Town that the Clerk-Treasurer and the heads of those Town departments for which land, buildings, facilities and equipment are financed with proceeds of tax-exempt bonds should be provided with education and training on federal tax requirements applicable to tax-exempt bonds. The Town recognizes that such education and training is vital as a means of ensuring that the Town remains in compliance with those federal tax requirements in respect of its bonds. The Town therefore will enable and encourage, to the extent the Town can afford to do so, those personnel to attend and participate in the educational and training programs offered by, among others, the Washington Municipal Treasurers Association and the Washington Finance Officers Association with regard to the federal tax requirements applicable to tax-exempt bonds.

CERTIFICATION

I, the undersigned, the Clerk-Treasurer of the Town of Coupeville, Washington (the "Town"), hereby certify as follows:

1. The foregoing Ordinance No. [\_\_\_\_\_] (the "Ordinance") is a full, true and correct copy of the Ordinance duly passed at a regular meeting of the Town Council of the Town held at the regular meeting place thereof on the [\_\_\_\_\_] day of [\_\_\_\_\_] , 2015, as that Ordinance appears on the minute book of the Town; and the Ordinance is in full force and effect; and

2. A quorum was present throughout the meeting and a sufficient number of members of the Town Council voted in the proper manner for the passage of the Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of [\_\_\_\_\_] , 2015.

TOWN OF COUPEVILLE, WASHINGTON

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

(SEAL)



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## STAFF REPORT

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**DATE:** July 23, 2015  
**TO:** Mayor and Town Council  
**FROM:** Clerk Treasurer Kelly Beech  
**RE:** Water USDA, Rural Development Revenue Bond/Loan  
**ATTACHMENTS:** Ordinance #721 – Madrona Way Project Water Bond

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On April 14, 2015 the Council authorized Mayor Conard to apply for a USDA loan to fund a portion of the Madrona Way Project. Through the application process the USDA, Rural Development office determined that the Town would need to split the project into a wastewater portion and a water portion, which resulted in two separate loan applications.

On June 9, 2015 the Council approved Resolution #15-07 authorizing the Town to incur the debt of the wastewater loan and agreeing to the conditions listed by the USDA, Rural Development for the loan. On June 3, 2015 the Town received approval from USDA, Rural Development for their loan request.

Ordinance #721 was prepared by Bond Counsel, Marc Greenough, of Foster Pepper PLLC, according to the condition letter provided by USDA, Rural Development. Mr. Greenough will be available at the Regular Council Meeting on July 28, 2015 to answer any questions the Mayor or Council may have about the bonds and the bond process.

**Recommendation:** Approval of Ordinance #721 specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a water and sewer revenue bond in the principal amount of \$364,000 to pay the costs of improvements to the Town's waterworks utility; creating and adopting certain funds and accounts; specifying the terms and covenants of the bond; providing for delivery thereof to the United States of America, acting through the Department of Agriculture; and providing for other matters properly relating thereto.

TOWN OF COUPEVILLE, WASHINGTON

ORDINANCE NO. 721

AN ORDINANCE of the Town of Coupeville, Washington, relating to the waterworks utility of the Town; specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a water and sewer revenue bond in the principal amount of \$364,000 to pay the costs of improvements to the Town's waterworks utility; creating and adopting certain funds and accounts; specifying the terms and covenants of the bond; providing for delivery thereof to the United States of America, acting through the Department of Agriculture; and providing for other matters properly relating thereto.

PASSED: July 28, 2015

*This document prepared by:*

*Foster Pepper PLLC  
1111 Third Avenue, Suite 3400  
Seattle, Washington 98101  
(206) 447-4400*

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TOWN OF COUPEVILLE, WASHINGTON

ORDINANCE NO. 721

AN ORDINANCE of the Town of Coupeville, Washington, relating to the waterworks utility of the Town; specifying, adopting and ordering the carrying out of a system or plan of additions to and betterments and extensions of the waterworks utility; declaring the estimated cost thereof as nearly as may be; authorizing the issuance of a water and sewer revenue bond in the principal amount of \$364,000 to pay the costs of improvements to the Town's waterworks utility; creating and adopting certain funds and accounts; specifying the terms and covenants of the bond; providing for delivery thereof to the United States of America, acting through the Department of Agriculture; and providing for other matters properly relating thereto.

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF COUPEVILLE, as follows:

Section 1: Definitions. The words and phrases set forth in this Ordinance with initial capitalization shall have the respective meanings ascribed to such words and phrases in this section unless the context clearly requires otherwise.

(a) "Acquire" or "Acquisition" shall include purchase, securing, lease, receipt by gift or grant, condemnation, transfer or other acquisition, or any combination thereof.

(b) "Bond" means the water and sewer revenue bond authorized to be issued by Section 4 in the principal amount of \$364,000.

(c) "Bond Counsel" means the firm of Foster Pepper PLLC, its successor or any other attorneys or firm of attorneys with a nationally recognized standing as bond counsel in the field of municipal finance selected by the Council.

(d) "Bond Fund" means the "Water and Sewer Revenue Bond Fund, 1975," created by Ordinance No. 254, as amended by Ordinance No. 264, for the purpose of paying and securing the principal of and interest on the Parity Bonds, and renamed the "Water and Sewer Revenue Bond Fund" in Section 11.

(e) "Bond Register" means the registration records of the Town, maintained by the Registrar, on which shall appear the name and address of the Registered Owner of the Bond.

(f) "Clerk-Treasurer" means the de facto or de jure clerk of the Town, or other officer of the Town who is the custodian of the seal of the Town and of the records of the proceedings of the Council, and the treasurer of the Town, and his or her successors in functions, if any.

(g) "Construction Account" means the capital project fund within the 401 Utility Fund for the purpose of paying Costs of the Project.

(h) “Costs of the Project” means all or any costs designated by the Council as costs of the Project, which may include: (1) preliminary expenses advanced by the Town from funds available for the use therefor, or advanced from any other source, with approval of the Council, or any combination thereof; (2) the costs of making surveys, audits, preliminary plans, other plans, specifications, estimates of costs and other preliminaries; (3) the Acquisition costs of any properties, rights, easements or other interest in properties, or any licenses, privileges, agreements and franchises; (4) the costs of Acquiring, constructing and installing improvements comprising the Project; (5) the costs of Acquiring and installing equipment necessary for the operation and maintenance of the Project; (6) the costs of appraising, printing, estimates, advice, services of engineers, architects, financial consultants, attorneys, clerical help or other agents or employees; (7) the costs of contingencies; (8) the costs (including interest costs) of all interim financing for the Project, the costs of issuance, fees, costs of bond counsel, and the costs of registration and authentication of the Bond and the costs, if any, of rating agencies and of bond insurance; and (9) all other expenses necessary or desirable and appertaining to the Project, as estimated or otherwise ascertained by the Council.

(i) “Council” means the general legislative authority of the Town as the same shall be duly and regularly constituted from time to time.

(j) “Gross Revenue” means all of the earnings and revenue received by the Town from the maintenance and operation of the Waterworks Utility or from the investment of money received therefrom, except assessments and installments thereof and interest and any penalties thereon levied or collected in any utility local improvement district created and established to finance any improvements to the Waterworks Utility.

(k) “Maintenance and Operation Expenses” means all reasonable expenses incurred by the Town in causing the Waterworks Utility to be operated and maintained in good repair, working order and condition, but shall not include any depreciation or taxes levied or imposed by the Town.

(l) “Mayor” means the de facto or de jure Mayor of the Town (including the Mayor pro tempore in the Mayor’s absence), or any presiding officer or titular head of the Town, and his successors in functions, if any.

(m) “Net Revenue” means the Gross Revenue, less the Maintenance and Operation Expenses.

(n) “1978 Bond” means the Water and Sewer Revenue Bond, 1978, issued by the Town pursuant to Ordinance No. 305.

(o) “Ordinance” means this Ordinance, passed by the Council and approved by the Mayor on July 28, 2015.

(p) “Parity Bonds” means, collectively, (i) the 1978 Bond; (ii) the Bond; (iii) the Town’s water and sewer revenue bond authorized to be issued by Ordinance No. 721; and (iv) any and all water and sewer revenue bonds of the Town issued after the date of the issuance of the Bond, the payment of the principal of and interest on which constitutes a lien and charge on the Gross Revenue equal in rank with the lien and charge upon the Gross Revenue required to be paid into the Bond Fund to pay and secure the payment of the principal of and interest on the water and sewer revenue bonds described in the foregoing clauses (i) through (iii).

(q) "Payment Date" means the date that is six months from the dated date of the Bond and semiannually thereafter to and including the date of final maturity of the Bond. If the date of the Bond is the 29th, 30th or 31st of the month, the Payment Date will be the 28th day of the month.

(r) "Project" shall have the meaning specified in Section 3.

(s) "RCW" means the Revised Code of Washington.

(t) "Registered Owner" means the entity or person named as the Registered Owner of the Bond on the Bond Register, initially the USDA.

(u) "Registrar" means (i) the Clerk-Treasurer, or (ii) upon a determination by the Clerk-Treasurer that maintenance of the duties of the Registrar is no longer convenient, a bank or trust company organized under the laws of the State, or a national banking association, and having a capital and surplus aggregating at least \$20,000,000, if there be such a bank, trust company or national banking association willing and able to accept the duties of Registrar on reasonable and customary terms and authorized by law to perform all the duties imposed upon it by this Ordinance.

(v) "Reserve Requirement" means the amount equal to two semiannual installments payable on each Payment Date pursuant to Section 4.

(w) "State" means the State of Washington.

(x) "Town" means the Town of Coupeville, Washington.

(y) "USDA" means the United States of America, acting through the Department of Agriculture.

(z) "Waterworks Utility" means the waterworks utility of the Town, including the sanitary sewage disposal system as a part thereof, as the same shall be added to, bettered, improved and extended for as long as any of the Parity Bonds are outstanding.

Section 2: Findings. The Council finds and determines that:

(a) The Town is a municipal corporation and town duly organized and existing under the laws of the State. Pursuant to the provisions of chapters 35.67 and 35.92 RCW, the Town is authorized to acquire, construct, install, maintain and operate water and sewer systems. By Ordinance No. 239, passed by the Council and approved by the Mayor on December 11, 1972, the Town combined the water system and sanitary sewage disposal system of the Town into a combined waterworks utility of the Town (the "Waterworks Utility") pursuant to RCW 35.67.331. The Town is authorized to conduct proceedings and to issue revenue bonds pursuant to chapters 35.41, 35.67, 35.92 and 39.46 RCW to finance the acquisition, construction and installation of improvements to the Waterworks Utility.

(b) The USDA has offered to make a loan to the Town, evidenced by a water and sewer revenue bond (the "Bond") in the amount of \$364,000 to pay Costs of the Project.

(c) It is advisable for the Town to Acquire, construct and install the improvements to the Waterworks Utility further described in Section 3. In determining the costs

of the Project pursuant to RCW 35.41.090, the Council has estimated that the total costs of the Project will be \$1,128,250.68. It is advisable for the Town to provide funds for defraying a portion of the Costs of the Project from the proceeds of the sale of the Bond.

(d) The Council deems it to be in the best interest of the Town that the Town borrow money and issue the Bond for the purpose of providing the funds with which to pay part of the Costs of the Project specified, adopted and ordered to be carried out herein, and the USDA has offered to purchase the Bond under the terms set forth in this Ordinance.

Section 3: The Project. The Town hereby specifies, adopts and authorizes a plan for making certain additions to and betterments and extensions of the Waterworks Utility, consisting of the Acquisition, construction and installation of improvements to the water system (the "Project"). The Council may make such changes prior to or during the actual construction of the Project where, in its judgment, it appears advisable, provided that such changes do not substantially modify the Project.

Section 4: Purpose, Authorization and Description of Bond. For the purpose of paying part of the Costs of the Project, the Town shall issue the Bond in the amount of \$364,000. The Bond shall be dated the date of its delivery to the USDA; shall be numbered as determined by the Registrar; and shall bear interest at the rate of 2.75% per annum (computed on the basis of a 365-day year for actual number of days elapsed). Principal of and interest on the Bond shall be payable in equal semiannual installments on each Payment Date, with the last payment to be made on the Payment Date that is 40 years after the date of issuance of the Bond, except that the last payment shall be in an amount equal to the remaining principal of and interest due on that Bond. The Bond shall be payable solely out of the Bond Fund and shall be a valid claim of the Registered Owner only as against the Bond Fund and the amount of the Gross Revenue pledged to the Bond Fund, and shall not be a general obligation of the Town.

Section 5: Appointment of Registrar; Registration and Transfer of Bond. The Clerk-Treasurer is hereby appointed and designated to serve as the Registrar. The Registrar shall keep, or cause to be kept, at its office, sufficient books for purposes of registering the name, mailing address and taxpayer identification number of the Registered Owner of the Bond, and for registering any transfer of Bond ownership. The books and records maintained by the Registrar for such purpose shall be considered the Bond Register for purposes of this Ordinance. The Bond Register shall at all times be open to inspection by the Town. In addition to maintaining the Bond Register, the Registrar is authorized and directed to perform the following duties with respect to the Bond: (i) to authenticate the Bond upon the initial issuance thereof by executing the Certificate of Authentication contained thereon; (ii) to authenticate and deliver any Bond that is transferred in accordance with the provisions thereof and this Ordinance; (iii) to serve as the Town's paying agent for the Bond; (iv) to imprint on each Bond transferred or exchanged pursuant to this Ordinance the name of the Registered Owner, the principal amount of the Bond, the interest rate borne by the Bond, and the maturity date; (v) to cancel the Bond returned to the Registrar upon the payment in full thereof; and (vi) to carry out all of the Registrar's duties otherwise described in this Ordinance and Ordinance No. 392 establishing a system of registration for the Town's bonds and obligations and to comply fully with all applicable federal and State laws and regulations respecting the carrying out of those duties. The Registrar shall be responsible for its representations contained in the Certificate of Authentication on the Bond. The Bond may be

assigned or transferred only in whole and only if endorsed in the manner provided thereon and surrendered to the Registrar.

Section 6: Deposit of Bond Proceeds. The principal proceeds of the Bond shall be paid into the Construction Account and used to pay Costs of the Project. Interest earnings on amounts in the Construction Account, if any, shall be retained in the Construction Account and used to pay Costs of the Project.

Section 7: Payment of Bond. Installments of principal of and interest on the Bond shall be payable in lawful money of the United States of America and shall be paid by check or draft mailed by the Bond Registrar or by electronic transfer on the Payment Date to the Registered Owner at the address appearing on the Bond Register, except that the last installment of principal and interest shall be payable upon presentation and surrender of the Bond by the Registered Owner at the office of the Bond Registrar in Coupeville, Washington.

Section 8: Optional Prepayment and Notice. The Town may, at any time, prepay all or any portion of the principal of the Bond. Upon prepayment of a portion of the principal of the Bond, the amount of the semiannual installments of principal of and interest due on the Bond shall remain unchanged but shall be recalculated to reflect the reduction in the principal amount remaining unpaid and the resulting increase in the portion of each installment payment to be credited to the principal of the Bond. The final Payment Date shall be adjusted to reflect the prepayment. Notice of any such optional prepayment shall be given at least 30 days prior to the prepayment date by mailing to the Registered Owner a notice fixing such prepayment date and the amount of principal to be prepaid.

Section 9: Failure to Pay Installments. If any installment of principal of and interest on the Bond is not paid when due, the Town shall be obligated to pay interest on that installment at the same rate provided in the Bond from and after its Payment Date until that installment, both principal and interest, is paid in full.

Section 10: Bond Form and Execution.

(a) The Bond shall be typewritten or copied in a form consistent with the provisions of this Ordinance and State law, shall be signed by the Mayor and Clerk-Treasurer of the Town, either or both of whose signature may be in facsimile, and the seal of the Town or a facsimile thereof shall be imprinted impressed thereon.

(b) Only a Bond bearing a Certificate of Authentication in the following form, manually signed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this Ordinance:

## CERTIFICATE OF AUTHENTICATION

This Bond is the fully registered Town of Coupeville, Washington, Water and Sewer Revenue Bond, 2015 described in the Ordinance.

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Town Clerk-Treasurer, Bond Registrar

The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this Ordinance.

(c) If any officer whose signature appears on the Bond ceases to be an officer of the Town authorized to sign bonds before the Bond bearing his or her signature is authenticated or delivered by the Registrar or issued by the Town, that Bond nevertheless may be authenticated, delivered and issued and, when authenticated, delivered and issued, shall be as binding upon the Town as though that person had continued to be an officer of the Town authorized to sign bonds. Any Bond also may be signed and attested on behalf of the Town by any person who, on the actual date of the signing of the Bond, is an officer of the Town authorized to sign bonds, although he or she did not hold the required office on the date of issuance of the Bond.

### Section 11: Bond Fund.

(a) The "Water and Sewer Revenue Bond Fund, 1975," was heretofore created and established in the office of the Clerk-Treasurer and is hereby renamed the "Water and Sewer Revenue Bond Fund" (the "Bond Fund"). The Bond Fund shall be drawn upon for the sole purpose of paying the principal of and interest on the Parity Bonds. The Bond Fund has been divided into two accounts, a "Principal and Interest Account" and a "Reserve Account." So long as any Parity Bonds are outstanding, the Town shall set aside and pay into the Bond Fund, out of the Gross Revenue, a fixed amount, without regard to any fixed proportion, namely:

(i) Into the Principal and Interest Account, at least 15 days prior to each interest payment date and each principal payment date, an amount which shall on each such interest payment date or principal payment date be sufficient to pay the interest or principal and interest, as the case may be, then falling due upon the Parity Bonds; and

(ii) Into the Reserve Account, the amount of not less than one-tenth of the Reserve Requirement annually until an amount equal to the Reserve Requirement shall have been accumulated.

(b) The Town further agrees that when the total required reserve has been paid into the Reserve Account, it will at all times, except for withdrawals therefrom as authorized herein, maintain such amount therein until there is a sufficient amount in the Principal and Interest Account and Reserve Account to pay the principal of and interest to maturity on all the outstanding Parity Bonds. When the total amount in the Bond Fund shall equal the total amount of principal and interest requirements of the outstanding Parity Bonds to the last maturity thereof, no further payments need be made into the Bond Fund.

(c) The Reserve Account shall be used for the sole purpose of making up any deficiency existing in the Principal and Interest Account to meet maturing installments of either principal or interest, as the case may be, of the outstanding Parity Bonds. Any deficiency created in the Reserve Account by reason of any such withdrawal therefrom shall be made up from the Gross Revenue first available after making necessary provisions for the required payments into the Principal and Interest Account. Money in the Reserve Account may also be used to pay the last maturing Parity Bonds.

(d) All money in the Reserve Account may be kept in cash or on deposit in the official bank depository of the Town, may be invested in direct obligations of the United States Government maturing not later than one month prior to the last maturity date of the outstanding Parity Bonds and/or may be deposited in shares of savings and loan institutions to the extent that such shares are guaranteed by the Federal Savings and Loan Insurance Corporation. After the 1978 Bond is no longer outstanding, money in the Bond Fund may be invested in any legal investment. Interest earned on any such deposits or investments shall be deposited in and become a part of the Principal and Interest Account.

(e) The Council hereby declares that in fixing the amounts to be paid into the Bond Fund pursuant to this ordinance, the Council has exercised due regard for reasonable and necessary the costs of operation and maintenance of the Waterworks Utility and the debt service requirements of the outstanding Parity Bonds and hereby declares that such amounts are not a greater amount than in its judgment will be available over and above such costs of operation and maintenance and the debt service requirements for the Bond and the outstanding Parity Bonds.

(f) If the Town fails to set aside and pay into the Bond Fund the amounts above set forth, the holder of any of the outstanding Parity Bonds may bring action against the Town and compel the setting aside and payment.

Section 12: Compliance With Parity Conditions. The Council hereby finds and declares as required by Section 16 of Ordinance No. 254, as incorporated by reference into Section 11 of Ordinance No. 305, as follows:

(a) no default exists in the payment of the principal or interest on any outstanding water and sewer revenue bonds of the Town, and the amount required to have been paid into the respective bond redemption funds for such bonds has been paid and maintained intact therein; and

(b) the USDA has waived in writing the requirement that there be on file with the Clerk-Treasurer a certificate of a nationally recognized firm of certified public accountants or a professional engineer licensed to practice in the State and experienced in municipal utilities to the effect that the Net Revenue for the calendar year preceding the year in which the Bond is to be issued is not less than 120% of the average annual debt service requirements on all outstanding water and sewer revenue bonds of the Town and the Bond.

Accordingly, the Bond shall constitute a lien and charge upon the Gross Revenue on a parity with the 1978 Bond.

Section 13: Pledge of Gross Revenue. The Gross Revenue is hereby pledged to the payments required to be made into the Bond Fund, and the Parity Bonds shall constitute a lien

and charge upon such Gross Revenue prior and superior to all other liens and charges, subject only to the Maintenance and Operation Expenses.

Section 14: Covenants. The Town hereby covenants and agrees with the Registered Owner as follows:

(a) The Town will at all times maintain and keep the Waterworks Utility in good repair, working order and condition; will at all times operate the Waterworks Utility and the business in connection therewith in an efficient manner and at a reasonable cost; and will collect such rates and charges for water and sanitary sewage disposal service furnished as will provide sufficient revenues to produce the Gross Revenue required to meet the operation of the Waterworks Utility, together with the general maintenance and administrative costs of the Waterworks Utility and the debt service requirements for the Parity Bonds.

(b) The Town will establish, maintain and collect such rates and charges for water and for sanitary sewage disposal service as long as the Bond is outstanding as will make available for the payment of the principal of and interest on the Parity Bonds as the same shall accrue an amount equal to at least 1.10 times the average annual debt service, both principal and interest, of the Parity Bonds after deducting Maintenance and Operation Expenses from the Gross Revenue.

(c) The Town will, while the Bond remains outstanding, keep proper and separate accounts and records in which complete and separate entries shall be made of all transactions relating to the Waterworks Utility; will furnish the original holder of the Bond or any subsequent holder thereof, at the written request of such holder, complete operating and income statements of the Waterworks Utility in reasonable detail covering any fiscal year, not more than 60 days after the close of such fiscal year; and will grant any holder of the outstanding Bond the right at all reasonable times to inspect the Waterworks Utility and all records, accounts and data of the Waterworks Utility relating thereto.

(d) The Town will carry fire and extended coverage insurance on all structures of the Waterworks Utility except reservoirs, pipelines and other structures if such structures are not normally insured and subsurface lift stations except for the value of electrical and pumping equipment. The Town will also carry adequate public liability insurance and worker's compensation insurance as are ordinarily covered under prudent utility practice. If the Project involves Acquisition or construction in designated special flood or mudslide prone areas, the Town will carry flood insurance. The premiums paid for all such insurance shall be regarded and paid as an expense of maintenance and operation of the Waterworks Utility.

(e) The Town will maintain or obtain an officer's fidelity bond for the Clerk-Treasurer in the amount of \$100,000 or, if greater, the maximum dollar amount anticipated to be on hand at any time in the Construction Account and the Bond Fund, and maintain such bond as long as the USDA is the Registered Owner.

(f) The Town will establish and fund a short lived asset reserve account by depositing into such account annually, from Gross Revenue or other money legally available therefor, the sum of not less than \$38,300.

Section 15: Parity Bonds. The Town reserves the right to issue Parity Bonds, which shall constitute a lien and charge upon the Gross Revenue on a parity with the Bond, if the following conditions are met and complied with at the time of the issuance of such Parity Bonds:

(a) no default exists in the payment of the principal or interest on any outstanding water and sewer revenue bonds of the Town, and the amount required to have been paid into the respective bond redemption funds for such bonds shall have been paid and maintained intact therein; and

(b) there shall be on file with the Clerk-Treasurer a certificate of a nationally recognized firm of certified public accountants or a professional engineer licensed to practice in the State and experienced in municipal utilities to the effect that the Net Revenue for the calendar year preceding the year in which such Parity Bonds are to be issued is not less than 120% of the average annual debt service requirements on all water and sewer revenue bonds of the Town then outstanding and the Parity Bonds proposed to be so issued; provided, however, that (i) this requirement may be waived or modified by the written consent of the holders representing 75% of then outstanding Parity Bonds and (ii) after the 1978 Bond is no longer outstanding, this requirement may be satisfied by a certificate of the Clerk-Treasurer to the same effect.

Nothing herein contained shall prevent the Town from issuing water and sewer revenue bonds which are a charge upon the Gross Revenue junior or inferior to the payments required to be made therefrom into the Bond Fund for the payment of the Parity Bonds or from pledging the payment of assessments into a fund or account created to pay and secure the payment of the principal of and interest on such junior lien bonds as long as such assessments are levied in a utility local improvement district or districts created in connection with carrying out the improvements to be constructed from the proceeds of the sale of such junior lien bonds, nor shall anything herein contained prevent the Town from issuing water and sewer revenue bonds to refund maturing water and sewer revenue bonds of the Town for the payment of which money is not otherwise available.

Section 16: Use of Bond Proceeds. The principal proceeds of the sale of the Bond shall be paid into the Construction Account. All other money received, transferred or set aside for the payment of Costs of the Project and the cost of issuance of the Bond shall be paid into the Construction Account, and the Construction Account shall be utilized only to pay such costs. When the Project has been completed and all Costs of the Project and of the issuance of the Bond have been paid in full, any balance remaining in the Construction Account shall be applied as an extra payment on the Bond.

Section 17: Sale of Bond. The Bond shall be sold to the USDA on the terms and conditions set forth herein and in the USDA letter of conditions relating to Bond dated May 28, 2015.

Section 18: Ratification. Any action taken consistent with the authority and prior to the effective date of this Ordinance is ratified, approved and confirmed.

Section 19: Effective Date. This Ordinance shall be effective from and after its passage. The Clerk-Treasurer is directed to cause this Ordinance, or a summary hereof, to be published in the official newspaper of the Town.

PASSED by the Town Council and APPROVED by the Mayor of the Town of Coupeville, Washington, this 28th day of July, 2015, at a regular open public meeting thereof.

TOWN OF COUPEVILLE, WASHINGTON

\_\_\_\_\_  
Mayor

ATTEST:

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

( S E A L )

CERTIFICATION

I, the undersigned, the Clerk-Treasurer of the Town of Coupeville, Washington (the "Town"), hereby certify as follows:

1. The foregoing Ordinance No. 721 (the "Ordinance") is a full, true and correct copy of the Ordinance duly passed at a regular meeting of the Town Council of the Town held at the regular meeting place thereof on the 28th day of July, 2015, as that Ordinance appears on the minute book of the Town; and the Ordinance is in full force and effect; and

2. A quorum was present throughout the meeting and a sufficient number of members of the Town Council voted in the proper manner for the passage of the Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand this 28th day of June, 2015.

TOWN OF COUPEVILLE, WASHINGTON

---

Clerk-Treasurer

(SEAL)



July 24, 2015

Town of Coupeville  
P.O. Box 725  
Coupeville, WA 98239

Attn: Nancy Conard

Re: Town of Coupeville  
Madrona Way Improvements Phase II  
Federal Aid No. STPR-L150(002)  
City Project No. 09-03-C01

### Recommendation to Award

Dear Mayor and Council;

We have reviewed all construction bid proposals for the above referenced project. C. Johnson Construction, Inc. provided the lowest responsive bid at \$479,996.00.

C. Johnson Construction has certified DBE utilization in the amount of \$39,689.00 toward the required DBE project goal of 8.0%. Using the total bid amount and the certified DBE utilization, DBE subcontractors will be providing 8.27% thereby meeting the intended DBE goal. The Certified Tabulation of Bids Received and the Bidder's Checklist are attached for your information and review.

On July 20, 2015, Harry Haslam of WSDOT Local Programs concurred to award to C. Johnson Construction, Inc.

We recommend that you award the contract to C. Johnson Construction, Inc. in the amount of \$479,996.00 and authorize a contingency of 10% of the award amount (\$47,999.60) to be utilized only upon written direction of the Mayor and upon written change order with C. Johnson Construction, Inc. as approved by WSDOT Local Programs subject to the following:

1. Required project funds are available.

Sincerely,

Nathan Zylstra, P.E.  
Reichhardt and Ebe Engineering, Inc.

Cc: File

**TOWN OF COUPEVILLE**  
**MADRONA WAY IMPROVEMENTS PHASE II**  
 Federal Aid No. STPR-L150(002)  
 Town of Coupeville Project No. 09-03-C01  
 Thursday July 16, 2015

Bidder Name	Bidder Identification Completed	Proposal Signed & Notarized	Addendum No. 1 & 2 Acknowledged	Bid Bond Included	DBE Utilization Certification	DBE Written Confirmation	Revised Bid Proposal Form	Total Bid
SRV Construction, Inc.	X	X	X	X	X	X	X	\$585,763.50
C. Johnson Construction, Inc.	X	X	X	X	X	X	X	\$479,996.00 (corrected)



421 First Street,  
Farmingdale, NY 11734  
Phone: (609) 584-3687

Order By: **United of Connecticut**  
From: **Madison Way Improvements Phase II**  
PO Box 175  
Leopold, VA 99228

By: **Neilhan Zylstra P.E.**  
Date: **July 15, 2015**

Item No.	Item Description	Quantity	Unit	Contractor's Estimate		Owner's Estimate		Standard Evaluation (Contractor's Estimate / Owner's Estimate)
				Unit Price	Amount	Unit Price	Amount	
1	Subcontract	1	LS	\$ 27,000.00	\$ 27,000.00	\$ 7,500.00	\$ 7,500.00	\$ 790.00
2	Steel Pipe	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 265.00	\$ 265.00	\$ 15,460.00
3	Architectural and Historical Signage	1	EST	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 245.00
4	Installation During Stoppage	1	EST	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 5,000.00
5	Remediation	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 4,200.00	\$ 4,200.00	\$ 25,000.00
6	Project Temporary Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 1,300.00	\$ 1,300.00	\$ 3,000.00
7	Engineers and Suppliers	5/5	HR	\$ 45.00	\$ 225.00	\$ 52.48	\$ 262.40	\$ 1,345.00
8	Other Traffic Control Labor	5/5	HR	\$ 45.00	\$ 225.00	\$ 57.13	\$ 285.65	\$ 50.75
9	Cleaning and Grubbing	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 3,795.00	\$ 3,795.00	\$ 50.75
10	Removal of Signage and Obstruction	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00	\$ 10,790.50
11	Street ADP	0.75	CY	\$ 10.00	\$ 7.50	\$ 0.45	\$ 3.38	\$ 0.40
12	Roadway Excavation Incl. Haul	2,050	CY	\$ 12.00	\$ 24,600.00	\$ 11.75	\$ 24,037.50	\$ 15.00
13	Excavation Compaction	166	CY	\$ 12.00	\$ 1,992.00	\$ 7.66	\$ 1,269.96	\$ 1.50
14	Water	100	MG/GAL	\$ 35.00	\$ 3,500.00	\$ 36.00	\$ 3,600.00	\$ 45.00
15	Storm or Erosion Excavation Class B	6,750	CF	\$ 0.50	\$ 3,375.00	\$ 0.48	\$ 3,240.00	\$ 15.00
16	Gravel Base	4,700	TON	\$ 17.00	\$ 79,900.00	\$ 17.10	\$ 80,370.00	\$ 14.45
17	Gravel Underlayment	625	TON	\$ 28.00	\$ 17,500.00	\$ 32.50	\$ 20,312.50	\$ 37.75
18	Gravel	140	TON	\$ 40.00	\$ 5,600.00	\$ 43.00	\$ 6,020.00	\$ 14.45
19	Gravel	900	TON	\$ 100.00	\$ 90,000.00	\$ 110.50	\$ 99,450.00	\$ 115.50
20	Gravel	45	SY	\$ 130.00	\$ 5,850.00	\$ 123.75	\$ 5,571.25	\$ 110.75
21	Job Mgt. Compliance Price Adjustment	0	CALC	\$ 50.00	\$ 0.00	\$ 40.00	\$ 0.00	\$ 54.00
22	Companion Price Adjustment	0	CALC	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
23	Asphalt Cost Price Adjustment	0	CALC	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
24	Asphalt Cost Price Adjustment	0	CALC	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
25	Solid Well PVC Storm Sewer Pipe 6 in. Diam.	95	LF	\$ 45.00	\$ 4,275.00	\$ 22.50	\$ 2,137.50	\$ 20.25
26	Corrugated Polyethylene Storm Sewer Pipe 8 in. Diam.	110	LF	\$ 30.00	\$ 3,300.00	\$ 27.50	\$ 3,025.00	\$ 32.80
27	Corrugated Polyethylene Storm Sewer Pipe 12 in. Diam.	1,500	LF	\$ 30.00	\$ 45,000.00	\$ 28.50	\$ 42,750.00	\$ 25.93
28	Cast Iron Manhole	21	EA	\$ 1,000.00	\$ 21,000.00	\$ 1,210.00	\$ 25,410.00	\$ 1,400.00
29	Adjustments to Finished Grade	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,950.00
30	Erosion Control and Water Pollution Prevention	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,250.00
31	T.T. SC Compliance Incentive	0	CALC	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
32	Sod Installation Incl. Topsoil	1,775	SY	\$ 20.00	\$ 35,500.00	\$ 25.00	\$ 44,375.00	\$ 31.70
33	Revised Payment Master Type 2	3	EA	\$ 50.00	\$ 150.00	\$ 12.75	\$ 38.25	\$ 35.99
34	Cement Conc. Curb Ramp Type Parallel B	1	EA	\$ 1,600.00	\$ 1,600.00	\$ 2,025.00	\$ 2,025.00	\$ 2,025.00
35	Cement Conc. Curb Ramp Type Single Direction A	2	EA	\$ 1,600.00	\$ 3,200.00	\$ 2,025.00	\$ 4,050.00	\$ 1,950.00
36	Manhole Support, Type 1	4	EA	\$ 500.00	\$ 2,000.00	\$ 300.00	\$ 1,200.00	\$ 2,600.00
37	Manhole Support, Type 2	3	EA	\$ 750.00	\$ 2,250.00	\$ 340.00	\$ 1,020.00	\$ 480.00
38	Formwork Erection	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 3,850.00	\$ 3,850.00	\$ 1,150.00
39	Paint 1/2 in.	4,910	LF	\$ 0.50	\$ 2,455.00	\$ 0.00	\$ 0.00	\$ 2,460.00
40	Paint 1/2 in.	45	LF	\$ 12.00	\$ 540.00	\$ 19.00	\$ 855.00	\$ 0.64
41	Rebar for Foot Wall	45	SP	\$ 6.00	\$ 270.00	\$ 3.34	\$ 150.30	\$ 11.73
42	Rebar for Foot Wall	45	SP	\$ 6.00	\$ 270.00	\$ 16.74	\$ 753.30	\$ 3.06
43	Precast Facing of Footwall Utility	6	EA	\$ 300.00	\$ 1,800.00	\$ 400.00	\$ 2,400.00	\$ 1,300.00
44	Precast Facing of Footwall Utility	1	EST	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
				<b>Total</b>	<b>\$ 489,958.50</b>	<b>\$ 489,958.50</b>	<b>\$ 385,833.29</b>	<b>\$ 10,125.21</b>



# R&E Reichhardt & Ebe ENGINEERING INC

423 Front Street  
Lynden, WA 98264  
Phone: (360) 354-3687



Called By: Town of Coupeville  
For: Madrona Way Improvements Phase II  
PO Box 725  
Coupeville, WA 98238

By: Nathan Zylstra, P.E.  
Date: July 7, 2015

PRELIMINARY ENGINEER'S ESTIMATE

Item No.	Item Description	Quantity	Unit	Unit Price	Amount
1	Mobilization	1	LS	\$ 37,000.00	\$ 37,000.00
2	SPCC Plan	1	LS	\$ 500.00	\$ 500.00
3	Archaeological and Historical Salvage	1	EST	\$ 5,000.00	\$ 5,000.00
4	Maintenance During Suspension	1	EST	\$ 25,000.00	\$ 25,000.00
5	Remobilization	1	LS	\$ 2,500.00	\$ 2,500.00
6	Project Temporary Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00
7	Flaggers and Spotters	525	HR	\$ 45.00	\$ 23,625.00
8	Other Traffic Control Labor	50	HR	\$ 45.00	\$ 2,250.00
9	Clearing and Grubbing	1	LS	\$ 10,000.00	\$ 10,000.00
10	Removal of Structure and Obstruction	1	LS	\$ 15,000.00	\$ 15,000.00
11	Sawcut ACP	830	LF-IN	\$ 0.75	\$ 622.50
12	Roadway Excavation Incl. Haul	2,050	CY	\$ 10.00	\$ 20,500.00
13	Embankment Compaction	160	CY	\$ 12.00	\$ 1,920.00
14	Water	100	M GAL.	\$ 35.00	\$ 3,500.00
15	Shoring or Extra Excavation Class B	6,750	SF	\$ 0.50	\$ 3,375.00
16	Gravel Base	4,400	TON	\$ 12.00	\$ 52,800.00
17	Crushed Surfacing Top Course	625	TON	\$ 28.00	\$ 17,500.00
18	Crushed Limestone	120	TON	\$ 40.00	\$ 4,800.00
19	HMA Cl. 1/2" PG 64-22	990	TON	\$ 100.00	\$ 99,000.00
20	Commercial HMA	45	TON	\$ 130.00	\$ 5,850.00
21	Planing Bituminous Pavement	45	SY	\$ 50.00	\$ 2,250.00
22	Job Mix Compliance Price Adjustment	-	CALC	\$ -	\$ -
23	Compaction Price Adjustment	-	CALC	\$ -	\$ -
24	Asphalt Cost Price Adjustment	-	CALC	\$ -	\$ -
25	Solid Wall PVC Storm Sewer Pipe 6 In. Diam.	85	LF	\$ 45.00	\$ 3,825.00
26	Corrugated Polyethylene Storm Sewer Pipe 8 In. Diam.	110	LF	\$ 30.00	\$ 3,300.00
27	Corrugated Polyethylene Storm Sewer Pipe 12 In. Diam.	1,560	LF	\$ 30.00	\$ 46,800.00
28	Catch Basin Type 1	21	EA	\$ 1,000.00	\$ 21,000.00
29	Adjustments to Finished Grade	1	LS	\$ 2,500.00	\$ 2,500.00
30	Erosion Control and Water Pollution Prevention	1	LS	\$ 10,000.00	\$ 10,000.00
31	TESC Compliance Incentive	-	CALC	\$ -	\$ -
32	Sod Installation Incl. Topsoil	1,775	SY	\$ 20.00	\$ 35,500.00
33	Raised Pavement Marker Type 2	3	EA	\$ 50.00	\$ 150.00
34	Cement Conc. Curb Ramp Type Parallel B	1	EA	\$ 1,600.00	\$ 1,600.00
35	Cement Conc. Curb Ramp Type Single Direction A	2	EA	\$ 1,600.00	\$ 3,200.00
36	Mailbox Support, Type 1	4	EA	\$ 500.00	\$ 2,000.00
37	Mailbox Support, Type 2	3	EA	\$ 750.00	\$ 2,250.00
38	Permanent Signing	1	LS	\$ 5,000.00	\$ 5,000.00
39	Paint Line	4,910	LF	\$ 0.50	\$ 2,455.00
40	Plastic Stop Line	45	LF	\$ 12.00	\$ 540.00
41	Plastic Crosswalk Line	272	SF	\$ 8.00	\$ 2,176.00
42	Rock for Rock Wall	45	TON	\$ 60.00	\$ 2,700.00
43	Pothole Existing Underground Utility	6	EA	\$ 300.00	\$ 1,800.00
44	Repair Existing Public and Private Facilities	1	EST	\$ 10,000.00	\$ 10,000.00
Total					\$ 494,788.50



# June Payroll Activity

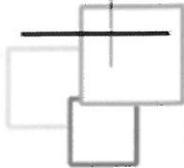
Name	Amount	
<b>Draw - 6/12/2015</b>		
Gonzales, Brian D	\$1,000.00	
LaRue, William	\$1,889.33	
Lynn, Jesse	\$1,300.00	
McMann, James M	\$700.00	
Riepma, Kelly R.	\$1,600.00	
Wadlington, Jimmy R.	\$1,400.00	
<b>Total Draw</b>	<b>\$7,889.33</b>	
<b>Payroll-Regular June 2015</b>		
Abney, Bonnie M.	\$689.81	
Baraconi, Tammy S	\$4,731.47	
Beech, Kelly	\$3,590.13	
Cane, Gregory R.	\$2,341.99	
Conard, Nancy I.	\$3,232.76	
Gonzales, Brian D	\$1,933.97	
Heatherly, Lisa M.	\$1,254.09	
LaRue, William	\$3,044.97	
Lynn, Jesse	\$1,834.15	
Maier, Shelly R	\$1,475.00	
McMann, James M	\$929.07	
Riepma, Kelly R.	\$2,163.14	
Silor, Jeffrey W.	\$520.65	
Vinsant, Paul	\$3,440.28	
Wadlington, Jimmy R.	\$1,594.52	
White, Ellen Morley	\$616.66	
Wilsey, Laurel	\$1,199.00	
<b>Total Regular Payroll</b>	<b>\$34,591.66</b>	
<b>Warrant Register</b>		
Number	Name	Amount
30856	Gill, Balraj S	\$826.71
30857	AFLAC Remittance Processing	\$88.38
30858	AWC Employee Benefit Trust	\$11,772.10
30859	Dept of Labor & Industry	\$3,044.15
30860	Dept of Retirement - Def Comp	\$1,100.00
30861	Dept of Retirement Systems	\$6,787.20
30862	Town Of Coupeville	\$411.62
EFTPS June 2015	EFTPS	\$16,633.12
<b>Warrant Register Total</b>		<b>\$40,663.28</b>
<b>Total Payroll Activity</b>		<b>\$ 83,144.27</b>

# Voucher Directory

Number	Amount
Total 30863	\$1,250.05
Total 30864	\$20.60
Total 30865	\$47.14
Total 30866	\$347.84
Total 30867	\$118.84
Total 30868	\$533.00
Total 30869	\$303.27
Total 30870	\$12,210.00
Total 30871	\$138.09
Total 30872	\$402.64
Total 30873	\$119.74
Total 30874	\$632.48
Total 30875	\$170.00
Total 30876	\$147.06
Total 30877	\$667.48
Total 30878	\$976.88
Total 30879	\$23.89
Total 30880	\$163.85
Total 30881	\$122.04
Total 30882	\$365.32
Total 30883	\$15.32
Total 30884	\$1,741.94
Total 30885	\$1,802.43
Total 30886	\$68.43
Total 30887	\$314.27
Total 30888	\$59.79
Total 30889	\$994.43
Total 30890	\$1,570.16
Total 30891	\$54.47
Total 30892	\$117.81
Total 30893	\$47.92
Total 30894	\$41.45
Total 30895	\$2,410.01
Total 30896	\$112.86
Total 30897	\$400.00
Total 30898	\$185.15
Total 30899	\$73.00
Total 30900	\$35.00
Total 30901	\$1,880.00
Total 30902	\$256.78
Total 30903	\$411.11

Total 30904	\$1,250.00
Total 30905	\$466.46
Total 30906	\$2,250.00
Total 30907	\$117.57
Total 30908	\$1,574.95
Total 30909	\$971.25
Total 30910	\$2,460.00
Total 30911	\$10,027.80
Total 30912	\$624.00
Total 30913	\$464.93
Total 30914	\$260.00
Total 30915	\$81.06
Total 30916	\$150.71
Total 30917	\$39,217.48
Total 30918	\$73.32
Total 30919	\$85.00
Total 30920	\$115.00
Total 30921	\$317.31
Total 30922	\$2,410.01
Total 30923	\$7,605.25
Total 30924	\$8,646.74
Total 30925	\$1,071.26
Total 30926	\$43.48
Total 30927	\$560.00
Total 30928	\$23,201.57
Total 30929	\$307.91
Total 30930	\$24.51
Total 30931	\$1,750.00
Total 30932	\$14,858.33
Total 30933	\$2,638.36
Total 30934	\$5.63
Total 30935	\$6,606.25
Total 30936	\$945.04
Total 30937	\$164.00
Total 30938	\$522.00
Total EFT Payment - DOR Excise Tax June 2015	\$4,021.49
<b>Grand Total</b>	<b>\$167,241.21</b>

# Voucher Directory



Vendor	Number	Reference	Account Number	Description	Amount
AA Electric Co.	30863	9127	2015 - July - July Manual		
			Decant Pump Motor Starter	Repair & Maintenance - Sewer	\$1,250.05
			401-000-000-535-80-48-00		\$1,250.05
					\$1,250.05
					\$1,250.05
Total AA Electric Co.	30863	Total 9127			
Abney, Bonnie	30864	070915-NET	2015 - July - July Manual		
			NET Training		
			001-000-000-525-60-49-00	Misc - Emerg Mgmt Svcs	\$20.60
					\$20.60
					\$20.60
					\$20.60
Total Abney, Bonnie	30864	Total 070915-NET			
Ace Hardware	30865	256950	2015 - July - July Manual		
			Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	\$5.94
			401-000-000-534-80-31-00	Office & Operating - Water	\$23.74
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$11.87
			401-000-000-538-30-31-00	Office & Operating	\$17.81
					\$59.36
Total Ace Hardware	30865	Total 256950			
		257184			
			CR-Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	(\$1.22)
			401-000-000-534-80-31-00	Office & Operating - Water	(\$4.89)
			401-000-000-535-80-31-00	Office & Operating - Sewer	(\$2.44)
			401-000-000-538-30-31-00	Office & Operating	(\$3.67)
					(\$12.22)
Total Ace Hardware	30865	Total 257184			
		30896	2015 - July - July A/P		
			Spray Paint & Watering Wand		
			001-000-000-576-80-31-00	Office & Operating Parks	\$51.01
					\$51.01
Total Ace Hardware	30896	Total 257792			
		257792			
Total Ace Hardware	30896	Total 257792			





Vendor	Number	Reference	Account Number	Description	Amount
Builders Exchange of Washington Inc	30899				
		1046931		2015 - July - July A/P	
			Madrona Way Project Phase II	Madrona Way ST Improvements	\$73.00
			101-000-000-595-30-63-03		\$73.00
Total 30899		Total 1046931			\$73.00
Total Builders Exchange of Washington Inc					
Cane Engineering	30871			2015 - July - July Manual	
		070615			
			Postage Reimbursement		\$138.09
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$138.09
Total 30871		Total 070615			\$138.09
Total Cane Engineering					
Carla Koegen	30900			2015 - July - July A/P	
		071315-Pavilion			
			Refund Park Pavilion & Kitchen Rental Fee for 7/18/15		\$35.00
			001-000-000-362-40-00-00	Facility Rentals	\$35.00
Total 30900		Total 071315-Pavilion			\$35.00
Total Carla Koegen					
Cascade Computer Maintenance, Inc.	30872			2015 - July - July Manual	
		1060327			
			Upgrade Internet @ WWTP		\$201.32
			401-000-000-534-80-48-00	Repair & Maintenance - Water	\$201.32
			401-000-000-535-80-48-00	Repair & Maintenance - Sewer	\$402.64
Total 30872		Total 1060327			\$402.64
Total Cascade Computer Maintenance, Inc.					
Central Whidbey Island Fire & Rescue	30901			2015 - July - July A/P	
		070815-Inspections			
			2015 2nd Quarter Fire Inspections		\$1,880.00
			001-000-000-522-00-51-00	Fire Dist 5 Contract - Fire	\$1,880.00
Total 30901		Total 070815-Inspections			\$1,880.00
Total Central Whidbey Island Fire & Rescue					

Vendor Number Reference Account Number Description Amount

Clay, Bob	30902		2015 - July - July A/P		
	070715				
		2015 AWC Conference	Travel -	Council	\$256.78
		001-000-000-511-00-43-00			\$256.78
Total Clay, Bob	Total 30902				\$256.78
Coastwide Laboratories	30873		2015 - July - July Manual		
		Supplies	Office & Operating	Parks	\$56.26
		001-000-000-576-80-31-00			\$56.26
	Total GW2781228				
		Supplies	Office & Operating	Com Ctr	\$55.35
		001-000-000-575-50-31-00			\$55.35
	Total GW2783011				
		Supplies	Office & Operating	Parks	\$8.13
		001-000-000-576-80-31-00			\$8.13
	Total NW2781228				\$119.74
Total Coastwide Laboratories	Total 30873				
	30903		2015 - July - July A/P		
		Paper Towels	Office & Operating	Parks	\$56.26
		001-000-000-576-80-31-00			\$56.26
	Total GW2785844				
		Paper Towels	Office & Operating	Parks	\$222.29
		001-000-000-576-80-31-00			\$222.29
	Total GW2788312				
		Garbage Bags	Office & Operating	Parks	\$44.94
		001-000-000-576-80-31-00			\$44.94
	Total NW2785844-1				
		Supplies	Office & Operating	Parks	\$87.62
		001-000-000-576-80-31-00			\$87.62
	Total NW2788312				\$411.11
Total Coastwide Laboratories	Total 30903				\$530.85

Vendor	Number	Reference	Account Number	Description	Amount
Cohen, Manni, Theune & Manni LLP	30904		2015 - July - July A/P		
	116				
			June Retainer	Professional Services	Court
			001-000-000-512-00-41-00		\$1,250.00
Total 30904					\$1,250.00
Total Cohen, Manni, Theune & Manni LLP					\$1,250.00
COMCAST					\$1,250.00
	30874		2015 - July - July Manual		
			8498 30 022 0155812-July 2015		
			Town Hall Internet & Phones	Communication -	CS
			001-000-000-518-00-42-00		\$254.88
Total 8498 30 022 0155812-July 2015					\$254.88
8498 30 022 0156562-July 2015					
			Town Shop Internet & Phone	Communication -	Shop
			001-000-000-518-10-42-00		\$186.59
Total 8498 30 022 0156562-July 2015					\$186.59
8498 30 022 0156752-July 2015					
			WWTP Internet & Phones	Communication - Water	
			401-000-000-534-80-42-00	Communications - Sewer	\$95.51
			401-000-000-535-80-42-00		\$95.50
Total 8498 30 022 0156752-July 2015					\$191.01
					\$632.48
Total 30874					\$632.48
Total COMCAST					
Consider It Done	30875		2015 - July - July Manual		
			070615-Judy Lynn		
			Archival Support	Professional Svcs - Archives	
			001-000-000-518-00-41-01		\$170.00
Total 070615-Judy Lynn					\$170.00
Total 30875					\$170.00
Total Consider It Done					\$170.00
Coupeville Chamber of Commerce	30895		2015 - July - July Manual		
			052715-2% H/M Tax		
			2% Tourism Promotion	Contracts - Tourism	
			104-000-000-557-31-49-00		\$2,410.01
Total 052715-2% H/M Tax					\$2,410.01
Total 30895					\$2,410.01
Total Coupeville Chamber of Commerce					\$2,410.01

Dalton, Daniel D. 30905

071615	2015 - July - July A/P			
	Correct Over-reported Earnings-Dec. 2014			
	001-000-000-518-00-20-00	Benefits -	CS	\$35.01
	001-000-000-576-80-20-00	Benefits -	Parks	\$140.06
	101-000-000-542-30-20-00	Benefits - Roadway		\$210.09
	101-000-000-542-71-20-00	Benefits - Roadside		\$140.06
	401-000-000-534-80-20-00	Benefits - Water		\$87.53
	401-000-000-535-80-20-00	Benefits - Sewer		\$87.53
	<b>Total 071615</b>			<b>\$700.28</b>
072115				

Total 30905  
Total Dalton, Daniel D.  
Ebey's Landing National  
30906

	Correct Over-reported Earnings-Dec. 2014			
	001-000-000-518-00-20-00	Benefits -	CS	(\$11.69)
	001-000-000-576-80-20-00	Benefits -	Parks	(\$46.77)
	101-000-000-542-30-20-00	Benefits - Roadway		(\$70.15)
	101-000-000-542-71-20-00	Benefits - Roadside		(\$46.77)
	401-000-000-534-80-20-00	Benefits - Water		(\$29.22)
	401-000-000-535-80-20-00	Benefits - Sewer		(\$29.22)
	<b>Total 072115</b>			<b>(\$233.82)</b>
				\$466.46
				\$466.46

Total 30906  
Total Ebey's Landing National  
Frontier  
30876

15-011	2015 - July - July A/P			
	2nd Qtr Design Review Svcs. 2015			
	001-000-000-558-00-41-03	Prof Svcs - Design/ebey's		\$2,250.00
	<b>Total 15-011</b>			<b>\$2,250.00</b>
				\$2,250.00
				\$2,250.00

Total 30876

360-678-1389-022608-5-July 2015	2015 - July - July Manual			
	Front St. Lift Station			
	401-000-000-535-80-42-00	Communications - Sewer		\$60.28
<b>Total 360-678-1389-022608-5-July 2015</b>				<b>\$60.28</b>
360-678-6131-080383-5-July 2015				
	WWTP-Final Bill			
	401-000-000-534-80-42-00	Communication - Water		\$43.39
	401-000-000-535-80-42-00	Communications - Sewer		\$43.39
<b>Total 360-678-6131-080383-5-July 2015</b>				<b>\$86.78</b>
				\$147.06

**Vendor Number Reference Account Number Description Amount**

Vendor Number	Reference	Account Number	Description	Amount
30907	360-678-4864-021407-5-Jul 2015	2015 - July - July A/P		
	Rec Hall			
	001-000-000-518-00-42-00		Communication - CS	\$57.58
	<b>Total 360-678-4864-021407-5-Jul 2015</b>			<b>\$57.58</b>
	360-678-9197-100113-5-Jul 2015			
	DSL Ft Casey			
	401-000-000-534-80-42-00		Communication - Water	\$59.99
	<b>Total 360-678-9197-100113-5-Jul 2015</b>			<b>\$117.57</b>
				<b>\$264.63</b>
<b>Total 30907</b>				
<b>Total Frontier</b>				
<b>George Bratton PE</b>				
30877	171-MAY 2015	2015 - July - July Manual		
	May Engineering Services			
	401-000-000-534-80-41-00		Professional Services - Water	\$333.74
	401-000-000-535-80-41-00		Professional Services - Sewer	\$333.74
	<b>Total 171-MAY 2015</b>			<b>\$667.48</b>
				<b>\$667.48</b>
<b>Total 30877</b>				
30908	171 JUN 2015	2015 - July - July A/P		
	June Engineering Services			
	401-000-000-534-80-41-00		Professional Services - Water	\$577.48
	401-000-000-535-80-41-00		Professional Services - Sewer	\$997.47
	<b>Total 171 JUN 2015</b>			<b>\$1,574.95</b>
				<b>\$1,574.95</b>
				<b>\$2,242.43</b>
<b>Total 30908</b>				
<b>Total George Bratton PE</b>				
<b>Island County E R &amp; R Fund</b>				
30878	15-00145	2015 - July - July Manual		
	Fuel-May 2015			
	001-000-000-576-80-32-00		Fuel - Parks	\$216.32
	101-000-000-542-30-32-00		Fuel - Roadway	\$31.23
	101-000-000-542-71-32-00		Fuel - Roadside	\$141.04
	401-000-000-534-80-32-00		Fuel - Water	\$350.74
	401-000-000-535-80-32-00		Fuel - Sewer	\$237.55
	<b>Total 15-00145</b>			<b>\$976.88</b>
				<b>\$976.88</b>
<b>Total 30878</b>				
30909	15-00177	2015 - July - July A/P		
	Fuel-June 2015			
	001-000-000-576-80-32-00		Fuel - Parks	\$150.13
	101-000-000-542-30-32-00		Fuel - Roadway	\$40.22
	101-000-000-542-71-32-00		Fuel - Roadside	\$138.04

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-534-80-32-00	Fuel - Water	\$360.68
			401-000-000-535-80-32-00	Fuel - Sewer	\$252.18
			401-000-000-538-30-32-00	Fuel - Stormwater	\$30.00
					\$971.25
					\$971.25
					\$1,948.13
<b>Total 30909</b>					
Total Island County E R & R Fund					
Island County Solid Waste					
	30910				
			2015 - July - July A/P		
		3260-9128			
			Biosolids Disposal & Solid Waste Disposal		
			401-000-000-535-80-47-02	Biosolids Disposal - Sewer	\$2,399.50
			401-000-000-535-80-47-03	Solid Waste Disposal - Sewer	\$60.50
					\$2,460.00
					\$2,460.00
					\$2,460.00
<b>Total 30910</b>					
Total Island County Solid Waste					
Island County Treasurer					
	30911				
			2015 - July - July A/P		
		03			
			2nd Quarter Court Rental		
			001-000-000-512-00-45-00	Rentals & Leases - Court	\$371.64
					\$371.64
			Total 03		
			APR-JUN 2015 2% H/M		
			Q2-2015 Hotel/Motel Tax		
			104-000-000-598-79-51-00	Intergov. Agreement/serv.	\$4,128.00
					\$4,128.00
			Total APR-JUN 2015 2% H/M		
			APR-JUN 2015 County		
			2nd Quarter Court Assessment		
			001-000-000-586-12-00-00	I.c.-Crime Vict/witness Prog	\$44.68
					\$44.68
			Total APR-JUN 2015 County		
			APR-JUN 2015 Court		
			2nd Quarter District Court Exp.		
			001-000-000-512-00-51-00	Jail & District Court - Court	\$5,483.48
					\$5,483.48
			Total APR-JUN 2015 Court		
			070615-IsI Cty Prosecuting Atty		
			2015 - July - July A/P		
			070615-IsI Cty Prosecuting Atty		
			2nd Quarter District Prosecutor Services		
			001-000-000-512-00-41-01	Professional Services - County	\$624.00
					\$624.00
			Total 070615-IsI Cty Prosecuting Atty		
					\$624.00
<b>Total 30912</b>					
Total Island County Treasurer-IsI Cty Prosecuting Atty					

Vendor	Number	Reference	Account Number	Description	Amount
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Jackson National Life Ins. Co.	30913				
		076633755-Jul 2015	2015 - July - July A/P		
		White Benefits			
		001-000-000-521-00-22-00	Leoff I Benefits		\$464.93
		Total 076633755-Jul 2015			\$464.93
Total 30913					\$464.93
Total Jackson National Life Ins. Co.					\$464.93
K Engineers, Inc.	30914				
		12059	2015 - July - July A/P		
		Madrona Way Project			
		101-000-000-595-30-63-03	Madrona Way ST Improvements		\$260.00
		Total 12059			\$260.00
Total 30914					\$260.00
Total K Engineers, Inc.					\$260.00
KCDA Purchasing Cooperative	30915				
		3920164	2015 - July - July A/P		
		Copy Paper			
		001-000-000-518-00-31-00	Office & Operating	CS	\$81.06
		Total 3920164			\$81.06
Total 30915					\$81.06
Total KCDA Purchasing Cooperative					\$81.06
Konica Minolta Business Solutions	30916				
		234827089	2015 - July - July A/P		
		Copier Lease			
		001-000-000-518-00-45-00	Rentals & Leases -	CS	\$150.71
		Total 234827089			\$150.71
Total 30916					\$150.71
Total Konica Minolta Business Solutions					\$150.71
Legacy Ford	30917				
		06092015	2015 - July - July A/P		
		2015FordF-350 Pickup			
		001-000-000-596-18-00-00	Equipment - Central Services		\$39,217.48
		Total 06092015			\$39,217.48
Total 30917					\$39,217.48
Total Legacy Ford					\$39,217.48

Vendor	Number	Reference	Account Number	Description	Amount
Mailliard's Landing Nursery Inc	30879				
	99928		2015 - July - July Manual		
			Soil		
			101-000-000-542-71-31-00	Office & Operating - Roadside	\$23.89
					\$23.89
					\$23.89
Total 30879					
30918					
	103307		2015 - July - July A/P		
			Mulch-Capt Coupe Park		
			001-000-000-576-80-31-00	Office & Operating Parks	\$43.99
					\$43.99
Total 103307					
103900					
			Mulch		
			001-000-000-576-80-31-00	Office & Operating Parks	\$29.33
					\$29.33
					\$73.32
					\$97.21
Total 103900					
Total 30918					
Total Mailliard's Landing Nursery Inc					
NCL Of Wisconsin, Inc.	30880				
	357600		2015 - July - July Manual		
			Lab Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$163.85
					\$163.85
					\$163.85
					\$163.85
Total 30880					
Total NCL Of Wisconsin, Inc.					
Nurnberg Scientific	30881				
	0143435-IN		2015 - July - July Manual		
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$122.04
					\$122.04
					\$122.04
					\$122.04
Total 30881					
Total Nurnberg Scientific					
Oak Harbor Auto Center Parts Plus	30882				
	001-242003		2015 - July - July Manual		
			Liners-V42		
			001-000-000-576-80-31-00	Office & Operating Parks	\$1.96
			401-000-000-534-80-31-00	Office & Operating - Water	\$7.86
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$3.93
			401-000-000-538-30-31-00	Office & Operating	\$5.90
					\$19.65
Total 30882					
Total 001-242003					

001-242769  
**Tool Truck Box Liner-V42**  
 001-000-000-576-80-31-00 Parks \$3.93  
 401-000-000-534-80-31-00 Office & Operating - Water \$15.73  
 401-000-000-535-80-31-00 Office & Operating - Sewer \$7.86  
 401-000-000-538-30-31-00 Office & Operating \$11.80  
**Total 001-242769 \$39.32**  
 001-243159

**V4 Supplies**  
 001-000-000-576-80-31-00 Parks \$7.65  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$7.65  
 401-000-000-534-80-31-00 Office & Operating - Water \$15.29  
**Total 001-243159 \$30.59**  
 001-243186

**Fuel Filter-V42**  
 001-000-000-576-80-31-00 Parks \$5.54  
 401-000-000-534-80-31-00 Office & Operating - Water \$22.12  
 401-000-000-535-80-31-00 Office & Operating - Sewer \$11.06  
 401-000-000-538-30-31-00 Office & Operating \$16.59  
**Total 001-243186 \$55.31**  
 001-243279

**Wire for Inverter Hookup-V42**  
 001-000-000-576-80-31-00 Parks \$4.30  
 401-000-000-534-80-31-00 Office & Operating - Water \$17.22  
 401-000-000-535-80-31-00 Office & Operating - Sewer \$8.61  
 401-000-000-538-30-31-00 Office & Operating \$12.92  
**Total 001-243279 \$43.05**  
 001-243308

**V4 Parts**  
 001-000-000-576-80-31-00 Parks \$24.48  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$24.48  
 401-000-000-534-80-31-00 Office & Operating - Water \$48.95  
**Total 001-243308 \$97.91**  
 001-243479

**V4 Parts**  
 001-000-000-576-80-31-00 Parks \$19.18  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$19.18  
 401-000-000-534-80-31-00 Office & Operating - Water \$38.37  
**Total 001-243479 \$76.73**  
 001-243847

**V4 Supplies**  
 001-000-000-576-80-31-00 Parks \$0.69  
 101-000-000-542-71-31-00 Office & Operating - Roadside \$0.69

Vendor Number	Reference	Account Number	Description	Amount
Total 30882 30919	Total 001-243847	401-000-000-534-80-31-00	Office & Operating - Water	\$1.38
				\$2.76
				\$365.32
Total 30919 30920	001-244947	2015 - July - July A/P		
		<b>Tool-V-15</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$13.61
		401-000-000-534-80-31-00	Office & Operating - Water	\$13.62
				\$27.23
Total 30883 30921	Total 001-244947			
	001-245097	<b>Supplies-V-4</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$9.37
		101-000-000-542-71-31-00	Office & Operating - Roadside	\$9.38
		401-000-000-534-80-31-00	Office & Operating - Water	\$18.76
Total 30920 30920	Total 001-245097			
	001-245346	<b>Brake Release Cable-V-20</b>		
		001-000-000-576-80-31-00	Office & Operating Parks	\$6.08
		101-000-000-542-30-31-00	Office & Operating - Roadway	\$6.08
		101-000-000-542-71-31-00	Office & Operating - Roadside	\$8.10
Total 30920 30920	Total 001-245346			
		<b>Street Sweeping</b>		
		101-000-000-542-67-51-00	Professional Services-Cleaning	\$115.00
				\$115.00
				\$115.00
Total 30883 30921	773817938001	2015 - July - July Manual		
		<b>Supplies</b>		
		401-000-000-534-80-31-00	Office & Operating - Water	\$7.66
		401-000-000-535-80-31-00	Office & Operating - Sewer	\$7.66
				\$15.32
Total 30883 30921	Total 773817938001			
		2015 - July - July A/P		
				\$15.32
Total 30883 30921	778717543001	2015 - July - July A/P		
		<b>Supplies</b>		
		001-000-000-518-00-31-00	Office & Operating CS	\$6.76

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-558-00-31-00	Office & Operating Plan	\$40.43
			401-000-000-534-80-31-00	Office & Operating - Water	\$123.74
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$123.74
			<b>Total 778717543001</b>		<b>\$294.67</b>
			778718125001		
			<b>Total 778718125001</b>		<b>\$22.64</b>
			<b>Total 30921</b>		<b>\$22.64</b>
			<b>Total Office Depot</b>		<b>\$317.31</b>
			<b>Penn Cove Water Festival Assoc.</b>		<b>\$332.63</b>
			30922		
			071415-2% H/M Tax	2015 - July - July A/P	
			2% Tourism Promotion		
			104-000-000-557-31-49-00	Contracts - Tourism	\$2,410.01
			<b>Total 071415-2% H/M Tax</b>		<b>\$2,410.01</b>
			<b>Total 30922</b>		<b>\$2,410.01</b>
			<b>Total Penn Cove Water Festival Assoc.</b>		<b>\$2,410.01</b>
			<b>Puget Sound Energy</b>		<b>\$2,410.01</b>
			30884		
			200011387319-JUL 2015	2015 - July - July Manual	
			Street Lighting		
			101-000-000-542-63-47-00	Utilities - Street Lighting	\$1,741.94
			<b>Total 200011387319-JUL 2015</b>		<b>\$1,741.94</b>
			<b>Total 30884</b>		<b>\$1,741.94</b>
			30923		
			200002603542-July 2015	2015 - July - July A/P	
			Reservoir Telemetry		
			401-000-000-534-80-47-00	Utilities - Water	\$10.16
			<b>Total 200002603542-July 2015</b>		<b>\$10.16</b>
			200005235540-July 2015		
			Well 04		
			401-000-000-534-80-47-00	Utilities - Water	\$68.47
			<b>Total 200005235540-July 2015</b>		<b>\$68.47</b>
			200005603689-July 2015		
			Well 07		
			401-000-000-534-80-47-00	Utilities - Water	\$466.78
			<b>Total 200005603689-July 2015</b>		<b>\$466.78</b>
			200005833450-July 2015		
			Ft. Casey WTP		
			401-000-000-534-80-47-00	Utilities - Water	\$2,740.72
			<b>Total 200005833450-July 2015</b>		<b>\$2,740.72</b>

Vendor Number	Reference	Account Number	Description	Amount
	200006097865-July 2015	Rec Hall		
		001-000-000-575-50-47-00	Utilities - Com Ctr	\$131.11
	<b>Total 200006097865-July 2015</b>			<b>\$131.11</b>
	200009098936-July 2015	Town Park		
		001-000-000-576-80-47-00	Utilities - Parks	\$30.72
	<b>Total 200009098936-July 2015</b>			<b>\$30.72</b>
	200011418114-July 2015	Pavilion		
		001-000-000-576-80-47-00	Utilities - Parks	\$13.88
	<b>Total 200011418114-July 2015</b>			<b>\$13.88</b>
	200013296450-July 2015	WWTP		
		401-000-000-535-80-47-00	Utilities - Sewer	\$2,287.11
	<b>Total 200013296450-July 2015</b>			<b>\$2,287.11</b>
	200015370790-July 2015	Town Shop		
		001-000-000-518-10-47-00	Utilities - Shop	\$82.28
	<b>Total 200015370790-July 2015</b>			<b>\$82.28</b>
	200015416577-July 2015	Town Hall		
		001-000-000-518-00-47-00	Utilities - CS	\$197.92
	<b>Total 200015416577-July 2015</b>			<b>\$197.92</b>
	200016476455-July 2015	Town Restroom		
		001-000-000-576-80-47-00	Utilities - Parks	\$60.87
	<b>Total 200016476455-July 2015</b>			<b>\$60.87</b>
	200017824224-July 2015	Well 06 & S. Main Lift Station		
		401-000-000-534-80-47-00	Utilities - Water	\$11.78
		401-000-000-535-80-47-00	Utilities - Sewer	\$223.80
	<b>Total 200017824224-July 2015</b>			<b>\$235.58</b>
	200020235921-July 2015	Front St. Lift Station		
		401-000-000-535-80-47-00	Utilities - Sewer	\$136.69
	<b>Total 200020235921-July 2015</b>			<b>\$136.69</b>
	200020236119-July 2015	Keystone Hill Well		
		401-000-000-534-80-47-00	Utilities - Water	\$712.10
	<b>Total 200020236119-July 2015</b>			<b>\$712.10</b>

Vendor	Number	Reference	Account Number	Description	Amount
		200020236523-July 2015			
			Cook's Corner		
			001-000-000-576-80-47-00	Utilities - Parks	\$20.94
		Total 200020236523-July 2015			\$20.94
		200021137886-July 2015			
			Town WTP		
			401-000-000-534-80-47-00	Utilities - Water	\$388.43
		Total 200021137886-July 2015			\$388.43
		220000466767-July 2015			
			Lauren Lift Station		
			401-000-000-535-80-47-00	Utilities - Sewer	\$21.49
		Total 220000466767-July 2015			\$21.49
					\$7,605.25
					\$9,347.19
Total Puget Sound Energy Reichhardt & Ebe	30885				
			2015 - July - July Manual		
		25567			
			WGH Expansion-Engineering Svcs		
			001-000-000-539-00-41-01	Prof Services - Special Project	\$1,802.43
		Total 25567			\$1,802.43
					\$1,802.43
Total Reichhardt & Ebe	30924				
			2015 - July - July A/P		
		25646			
			Engineering-Madrona Way		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$5,596.24
		Total 25646			\$5,596.24
		25647			
			WGH Expansion-Engineering Svcs		
			001-000-000-539-00-41-01	Prof Services - Special Project	\$3,050.50
		Total 25647			\$3,050.50
					\$8,646.74
					\$10,449.17
Total Reichhardt & Ebe	30886				
			2015 - July - July Manual		
		060215-NET			
			NET Training		
			001-000-000-525-60-49-00	Misc - Emerg Mgmt Svcs	\$68.43
		Total 060215-NET			\$68.43
					\$68.43
Total Reyes, Ricardo					

Sound Publishing Inc  
30887

2015 - July - July Manual

WEX637939  
WGH Public Hearing Notice  
001-000-000-558-00-44-00 Advertising Plan \$80.30  
Total WEX637939 \$80.30  
WEX638157

WGH Notice of Application

001-000-000-558-00-44-00 Advertising Plan \$233.97  
Total WEX638157 \$314.27

Total 30887  
30925

2015 - July - July A/P

741624

Agendas & Ads

001-000-000-511-00-44-00 Advertising Council \$110.35  
6/4/15-1326669-TC Agenda  
001-000-000-511-00-44-00 Advertising Council \$110.93  
2/19/15-1253055-TC Agenda  
001-000-000-511-00-44-00 Advertising Council \$100.95  
6/18/15-1326670-TC Agenda  
001-000-000-514-00-44-00 Advertising Adm \$238.19  
6/30/15-1354534-Job Posting  
001-000-000-514-00-44-00 Advertising Adm \$438.40  
4/30/15-1307356-Job Posting  
001-000-000-514-00-44-00 Advertising Adm \$456.00  
4/30/15-1307326-Job Posting  
001-000-000-558-00-44-00 Advertising Plan (\$119.06)  
4/28/15-Duplicate Payment  
001-000-000-558-00-44-00 Advertising Plan (\$99.98)  
4/28/15-Duplicate Payment  
001-000-000-558-00-44-00 Advertising Plan \$49.50  
6/25/15-1256032-PC Agenda  
001-000-000-558-00-44-00 Advertising Plan (\$103.83)  
4/28/15-Duplicate Payment  
001-000-000-558-00-44-00 Advertising Plan \$68.40  
2/26/15-1254689-PC Agenda  
401-000-000-534-80-44-00 Advertising - Water (\$89.30)  
4/28/15-Duplicate Payment  
401-000-000-535-80-44-00 Advertising & Printing - Sewer (\$89.29)  
4/28/15-Duplicate Payment

Total 741624

Total 30925  
Total Sound Publishing Inc

Vendor Number Reference Account Number Description Amount

Surety Pest Control	30888				
		1062079	2015 - July - July Manual		
			Pest Control-WTP		\$59.79
			401-000-000-534-80-41-00	Professional Services - Water	\$59.79
Total 30888		Total 1062079			\$59.79
30926		1065970	2015 - July - July A/P		
			Pest Control-W108		\$43.48
			401-000-000-534-80-41-00	Professional Services - Water	\$43.48
Total 30926		Total 1065970			\$103.27
Total Surety Pest Control					
Tjoelker Enterprises, Inc.	30927				
		584737	2015 - July - July A/P		
			Biosolids Disposal		\$560.00
			401-000-000-535-80-47-02	Biosolids Disposal - Sewer	\$560.00
Total 30927		Total 584737			\$560.00
Total Tjoelker Enterprises, Inc.					
Town Of Coupeville	30928				
			2015 - July - July A/P		
			APR-JUN 2015 Utilities		
			Q2-2015 Utility Tax		\$12,330.93
			401-000-000-534-80-54-00	Utility Taxes - Water	\$10,870.64
			401-000-000-535-80-54-00	Utility Taxes - Sewer	\$23,201.57
Total 30928		Total APR-JUN 2015 Utilities			\$23,201.57
Total Town Of Coupeville					
USA Blue Book	30889				
		673209	2015 - July - July Manual		
			Parts		\$80.38
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$80.38
Total 30889		Total 673209			\$80.38
		673817			
			Supplies		\$914.05
			401-000-000-534-80-31-00	Office & Operating - Water	\$914.05
Total 30889		Total 673817			\$994.43



Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$6.96
			401-000-000-538-30-31-00	Office & Operating	\$10.45
			<b>Total Amazon Mktplace Pmts-062415</b>		<b>\$34.82</b>
			Amazon.com-052915		
			Parts & Supplies		
			001-000-000-576-80-31-00	Office & Operating	\$80.77
			<b>Total Amazon.com-052915</b>	Parks	<b>\$80.77</b>
			American Planning Assoc.		
			The Planning Commissioners Guide		
			001-000-000-558-00-31-00	Office & Operating	\$27.95
			<b>Total American Planning Assoc.</b>	Plan	<b>\$27.95</b>
			Dyn*Dynadot.com		
			Domain Renewal		
			001-000-000-531-80-01-00	Community Energy Challenge	\$10.99
			<b>Total Dyn*Dynadot.com</b>		<b>\$10.99</b>
			Full Source LLC		
			Safety Gear		
			001-000-000-576-80-31-00	Office & Operating	\$50.62
			401-000-000-534-80-31-00	Parks	\$50.62
			<b>Total Full Source LLC</b>	Office & Operating - Water	<b>\$101.24</b>
			M&M Distribution LLC		
			Street Paint		
			101-000-000-542-30-31-00	Office & Operating - Roadway	\$555.00
			<b>Total M&amp;M Distribution LLC</b>		<b>\$555.00</b>
			Northern Tool & Equip		
			Parts		
			401-000-000-534-80-31-00	Office & Operating - Water	\$81.56
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$81.56
			<b>Total Northern Tool &amp; Equip</b>		<b>\$163.12</b>
			Northern Tool & Equip-061915		
			Parts		
			401-000-000-534-80-31-00	Office & Operating - Water	\$41.35
			<b>Total Northern Tool &amp; Equip-061915</b>		<b>\$41.35</b>
			Notary Public IL-052715		
			Self Inking Stamp		
			001-000-000-514-00-31-00	Office & Operating	\$22.90
			<b>Total Notary Public IL-052715</b>	Adm	<b>\$22.90</b>
			Sunset Cafe		
			AWC Conf.		
			001-000-000-511-00-43-00	Travel - Council	\$37.24
			<b>Total Sunset Cafe</b>		<b>\$37.24</b>
			The Home Depot		
			Wire & Tools		
			001-000-000-576-80-31-00	Office & Operating	\$20.19
				Parks	

Vendor	Number	Reference	Account Number	Description	Amount
			401-000-000-534-80-31-00	Office & Operating - Water	\$80.78
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$40.39
			401-000-000-538-30-31-00	Office & Operating	\$60.58
				<b>Total The Home Depot</b>	<b>\$201.94</b>
			USPS-052715		
			Postage		
			001-000-000-514-00-42-00	Communication - Adm	\$57.40
			Total USPS-052715		\$57.40
			USPS-061115		
			HPC Postage		
			001-000-000-558-00-42-00	Communication - Plan	\$47.60
			Total USPS-061115		\$47.60
			WSFerries-Clinton		
			AWC Conf.		
			001-000-000-514-00-43-00	Travel - Adm	\$10.30
			Total WSFerries-Clinton		\$10.30
			Total 30890		\$1,570.16
			Total VISA		\$1,570.16
			WA ST Dept Of Ecology		
			30891		
			2015-WAR302953	2015 - July - July Manual	
			Stormwater Construction Fee		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$54.47
			Total 2015-WAR302953		\$54.47
			Total WA ST Dept Of Ecology		\$54.47
			WA ST Dept Of Revenue		
			EFT Payment 7/23/2015 10:22:54 AM - 1		
			June 2015 Excise Tax		
			2015 - July - July A/P		
			401-000-000-534-80-53-00	Excise Taxes - Water	\$3,434.86
			401-000-000-535-80-53-00	Excise Taxes - Sewer	\$586.63
			401-000-000-535-80-53-00	Excise Taxes - Sewer	\$723.39
			401-000-000-535-80-53-00	Excise Taxes - Sewer	(\$723.39)
			Total June 2015 Excise Tax		\$4,021.49
			Total EFT Payment 7/23/2015 10:22:54 AM - 1		\$4,021.49
			Total WA ST Dept Of Revenue		\$4,021.49
			WA ST Dept Of Transportation		
			30892		
			RE-313-ATB50616112	2015 - July - July Manual	
			Engineering Madrona Way		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$117.81
			Total RE-313-ATB50616112		\$117.81
			Total 30892		\$117.81
			Total WA ST Dept Of Transportation		\$117.81

Vendor	Number	Reference	Account Number	Description	Amount
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WA ST Retirement Systems  
30932

Reference	Account Number	Description	Amount
0070215-Plan 3	2015 - July - July A/P		
	<b>B. Smith Retirement</b>		
	001-000-000-558-00-20-00	Benefits - Plan	\$16,197.96
<b>Total 0070215-Plan 3</b>			<b>\$16,197.96</b>
071615-Plan 2			
	<b>Correct Over-reported Earnings</b>		
	001-000-000-518-00-20-00	Benefits - CS	(\$100.55)
	001-000-000-576-80-20-00	Benefits - Parks	(\$402.24)
	101-000-000-542-30-20-00	Benefits - Roadway	(\$603.35)
	101-000-000-542-71-20-00	Benefits - Roadside	(\$402.24)
	401-000-000-534-80-20-00	Benefits - Water	(\$251.39)
	401-000-000-535-80-20-00	Benefits - Sewer	(\$251.39)
<b>Total 071615-Plan 2</b>			<b>(\$2,011.16)</b>

072115-Plan 2			
	<b>Correct Over-reported Earnings</b>		
	001-000-000-518-00-20-00	Benefits - CS	\$33.57
	001-000-000-576-80-20-00	Benefits - Parks	\$134.31
	101-000-000-542-30-20-00	Benefits - Roadway	\$201.46
	101-000-000-542-71-20-00	Benefits - Roadside	\$134.31
	401-000-000-534-80-20-00	Benefits - Water	\$83.94
	401-000-000-535-80-20-00	Benefits - Sewer	\$83.94
<b>Total 072115-Plan 2</b>			<b>\$671.53</b>
<b>Total 30932</b>			<b>\$14,858.33</b>
<b>Total WA ST Retirement Systems</b>			<b>\$14,858.33</b>

Reference	Account Number	Description	Amount
APR-JUN 2015 State	2015 - July - July A/P		
	<b>2nd Quarter Court Assessment</b>		
	001-000-000-386-89-09-00	Dui-DP Wsp Highway Acct	\$97.07
	001-000-000-386-89-14-00	Highway Safety Acct	\$27.14
	001-000-000-386-89-15-00	Dui-DP Death Inv Acct	\$17.10
	001-000-000-586-83-00-00	W.s.-Emergency & Trauma Serv	\$90.74
	001-000-000-586-83-31-00	W.s.- Auto Theft Prevention	\$182.37
	001-000-000-586-83-32-00	W.s.- Traumatic Brain Injury	\$35.36
	001-000-000-586-91-00-00	W.s.-Segregation (psea)	\$1,237.36
	001-000-000-586-92-00-00	W.s.-Segregated (30% Psea)	\$560.68
	001-000-000-586-93-00-00	W.s. Segregated (psea 3)	\$32.14
	001-000-000-586-97-00-00	W.s.-Judicial Info System	\$322.40
	001-000-000-589-10-00-00	Non-Expenditure - Bldg Permit	\$36.00
<b>Total APR-JUN 2015 State</b>			<b>\$2,638.36</b>
<b>Total 30933</b>			<b>\$2,638.36</b>
<b>Total WA ST Treasurer's Office</b>			<b>\$2,638.36</b>

Washington Tractor  
30893

772413	2015 - July - July Manual			
	V33 Parts			
	001-000-000-576-80-31-00	Office & Operating	Parks	\$11.02
	101-000-000-542-71-31-00	Office & Operating - Roadside		\$11.02
	401-000-000-538-30-31-00	Office & Operating		\$22.05
<b>Total 772413</b>				<b>\$44.09</b>
772443				

	V33 Parts			
	001-000-000-576-80-31-00	Office & Operating	Parks	\$0.96
	101-000-000-542-71-31-00	Office & Operating - Roadside		\$0.96
	401-000-000-538-30-31-00	Office & Operating		\$1.91
<b>Total 772443</b>				<b>\$3.83</b>

Total 30893  
30934

2015 - July - July A/P

791025				
	V-33 Supplies			
	001-000-000-576-80-31-00	Office & Operating	Parks	\$1.40
	101-000-000-542-71-31-00	Office & Operating - Roadside		\$1.41
	401-000-000-538-30-31-00	Office & Operating		\$2.82
<b>Total 791025</b>				<b>\$5.63</b>

Total 30934  
Total Washington Tractor  
Weed, Graafstra & Associates, Inc., P.S.  
30935

2015 - July - July A/P

100				
	Legal Services & June 2015 Services			
	001-000-000-515-00-41-00	Professional Services	Legal	\$2,450.00
	June 2015 Services			
	101-000-000-595-30-63-03	Madrona Way ST Improvements		\$4,156.25
	Legal Services			
<b>Total 100</b>				<b>\$6,606.25</b>

Total 30935  
Total Weed, Graafstra & Associates, Inc., P.S.  
Whidbey Telecom  
30894

2015 - July - July Manual

3871018				
	Web Hosting			
	001-000-000-518-00-41-00	Professional Services	CS	\$41.45
<b>Total 3871018</b>				<b>\$41.45</b>

Total 30894  
Total Whidbey Telecom

Vendor	Number	Reference	Account Number	Description	Amount
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Whitney Equipment Company, Inc.	30936				
	78852		2015 - July - July A/P		
			Effluent Sampler Skid		\$945.04
			401-000-000-535-80-48-00	Repair & Maintenance - Sewer	\$945.04
			Total 78852		\$945.04
Total Whitney Equipment Company, Inc.	30936				\$945.04
Wilsey, Laurel	30937				
			2015 - July - July A/P		
			Medical Reimbursement		\$164.00
			631-000-000-589-00-00-00	Withdrawals	\$164.00
			Total 072115-Med Reimb		\$164.00
Total Wilsey, Laurel	30937				\$164.00
Wilsey, Laurel	30938				
			2015 - July - July A/P		
			Cleaning Services		\$270.00
			001-000-000-518-00-41-00	Professional Services CS	\$252.00
			001-000-000-575-50-41-00	Professional Services Com Ctr	\$522.00
			Total 2015-007		\$522.00
Total Wilsey, Laurel	30938				\$522.00
Grand Total			Vendor Count	62	\$167,241.21

# COUPEVILLE MARSHAL

## ISLAND COMMUNICATIONS CALLS FOR SERVICE

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Alarm	5	9	6	7	11	4						
Animal Complaint	5	3	7	6	7	7						
Assault	4	1	5	2	3	2						
Assist Agency	0	1	1	2	2	4						
Assist Public	14	11	16	14	22	19						
Burglary	3	0	0	0	0	0						
Child Abuse/Neglect	0	0	0	0	0	0						
Court Order Viol	1	0	1	1	0	2						
Disorderly Conduct	0	1	1	4	5	8						
Domestic Violence	4	2	2	3	1	2						
Fire Call	0	0	0	0	1	0						
Fraud / Forgery	0	1	4	5	2	0						
Hang Up 911	9	11	12	12	15	8						
Harassment	1	0	1	1	0	0						
Juvenile Complaint	1	0	3	2	1	1						
Liquor Violation	0	1	0	1	1	1						
Malicious Mischief	0	1	0	2	1	0						
Marine Incident	0	0	0	0	1	0						
Medical Call	0	2	0	2	2	0						
Mental	0	0	1	1	0	3						
Missing Person	0	1	1	1	0	0						
Vehicle Accident	3	1	3	3	3	1						
Nuisance	0	5	1	1	0	3						
Patrol checks	0	0	0	0	0	0						
Sex Crime	0	0	0	0	0	0						
Vehicle Theft	0	0	1	0	0	0						
Suicide Threat	1	2	3	2	1	1						
Suspicious Activity	4	3	5	5	4	3						
Theft	0	1	2	5	6	5						
Threats	0	0	0	0	1	1						
Traffic Complaint	5	4	10	6	11	7						
Trespassing	2	1	1	2	1	1						
Unsecure Premise	0	0	1	2	0	0						
Death Investigation	0	1	0	1	1	0						
VUSCA - Drugs	0	0	0	0	0	1						
Wanted Person	2	0	1	1	3	1						
Weapons Violation	1	0	1	1	0	0						
Welfare Check	7	6	1	8	4	6						
Misc / Other Calls	9	3	13	7	14	19						

<b>Total Town Calls</b>	<b>81</b>	<b>72</b>	<b>104</b>	<b>110</b>	<b>124</b>	<b>110</b>						
County Calls	16	28	33	22	30	16						
<b>Combined Total</b>	<b>97</b>	<b>100</b>	<b>137</b>	<b>132</b>	<b>154</b>	<b>126</b>						
County % / Total	16%	28%	24%	17%	19%	13%						

# COUPEVILLE MARSHAL

## CALLS FOR SERVICE 5-YEAR HISTORY

Description	2014	2013	2012	2011	2010
Alarm	69	69	61	91	70
Animal Complaint	73	79	69	92	67
Assault	18	26	23	33	26
Assist Agency	29	39	43	50	31
Assist Public	193	223	249	250	212
Burglary	11	10	21	35	13
Child Abuse/Neglect	5	5	5	4	3
Court Order Viol	11	13	15	8	4
Disorderly Conduct	96	93	105	119	147
Domestic Violence	27	14	17	42	21
Fire Call	10	13	19	14	25
Fraud / Forgery	24	21	23	22	25
Hang Up 911	169	139	121	161	145
Harassment	14	15	17	18	13
Juvenile Complaint	6	4	12	17	26
Liquor Violation	4	4	2	6	5
Malicious Mischief	15	13	13	16	16
Marine Incident	6	9	8	4	9
Medical Call	14	22	24	22	35
Mental	5	3	4	5	3
Missing Person	6	8	7	10	7
Vehicle Accident	50	37	56	44	45
Nuisance	13	12	19	23	18
Patrol Checks	8	8	6	3	2
Sex Crime	7	3	4	10	7
Vehicle Theft	5	6	6	2	1
Suicide Threat	11	9	10	12	13
Suspicious Activity	55	97	79	68	73
Theft	41	50	45	46	33
Threats	14	17	19	21	15
Traffic Complaint	88	109	99	106	104
Trespassing	21	17	19	19	10
Unsecure Premise	3	7	18	14	19
Death Investigation	4	6	1	5	6
VUCSA - Drugs	8	13	18	17	11
Wanted Person	32	35	34	30	34
Weapons Violation	9	3	15	16	7
Welfare Check	39	39	52	51	74
Misc / Other Calls	125	149	128	94	87
<b>Total Town Calls</b>	<b>1340</b>	<b>1440</b>	<b>1487</b>	<b>1606</b>	<b>1468</b>
County Calls	386	259	305	449	623
<b>Combined Calls</b>	<b>1726</b>	<b>1699</b>	<b>1792</b>	<b>2055</b>	<b>2091</b>
County % / Total	22%	15%	17%	22%	30%

# **COUPEVILLE MARSHAL**

## **CALL DISPOSITIONS**

<b>CALL DISPOSITION</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total</b>
Active				0									
Clrd - Adult Arrest	3		2	5	3	3							
Clrd Juvenile Arrest	2			1	1	1							
Case Closed	60	68	88	98	107	104							
Clrd Adult Prosecution Declined		1	2	1									
Clrd Adult Victim/Uncooperative				0									
Clrd Juv Prosecution Declined													
Clrd Juv Victim/Uncooperative													
Case Inactive													
Informational Report	10	1	4		4								
Case Leads Exhausted	2	1	1	4	4								
Non-Criminal Incident	2	1	6		4								
Refer to Other Agency	1		1	1		1							
Report to Follow	1			0	1	1							
<b>Total Town Calls</b>	<b>81</b>	<b>72</b>	<b>104</b>	<b>110</b>	<b>124</b>	<b>110</b>							

# COUPEVILLE MARSHAL

## TRAFFIC OVERVIEW

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Traffic Stops</b>	52	36	43	44	35	48							258

### Citations

DUI	0	0	0	1	0	0							1
DWLS	0	0	0	1	1	0							2
NVOL	1	0	0	0	0	0							1
Speed	6	4	4	7	4	4							29
Seatbelt	0	0	0	0	0	0							0
No insurance	4	1	4	2	2	3							16
Cell phone	1	2	0	4	0	0							7
Vehicle Regs	0	4	0	0	0	0							4
Equipment	0	0	0	0	0	0							0
Other	0	1	0	0	1	0							2

### Warnings

NVOL W/ID	1	0	0	0	0	0							1
Speed	26	14	18	18	20	22							118
Seatbelt	0	3	2	4	1	4							14
No Insurance	1	0	0	0	0	1							2
Cell Phone	1	0	1	2	1	0							5
Vehicle Regs	7	2	2	0	0	4							15
Equipment	2	1	3	5	2	3							16
Other	2	4	9	0	3	3							21

### Parking Enforcement

Warning	0	12	17	31	17	17							94
Citation	0	0	4	3	2	1							10

### Total Traffic Contacts

52	48	64	78	54	62								358
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Total Contacts	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2014	89	17	17	34	33	17	54	64	57	32	69	39	522
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