



Town of Coupeville

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

TOWN COUNCIL REGULAR MEETING AGENDA

Island County Hearing Room
November 24, 2015
6:30 pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHANGES AND APPROVAL OF AGENDA

APPROVAL OF MINUTES

Council Meeting of October 27, 2015 will be presented at the December 8th Council Meeting.

MAYOR'S REPORT

AUDIENCE INPUT - See NOTE

PUBLIC HEARING

1. **2016 Property Tax – Ordinance No. 724 approving the 2016 Property Tax Levy in the amount of \$368,636.04.**
2. **2016 Budget – Ordinance No. 725 adopting the 2016 Budget of the Town of Coupeville for 2016, total expenditure amount of \$4,214,048.**

NEW BUSINESS

1. **2016 Property Tax - Staff recommends a motion to adopt Ordinance No. 724 approving the 2016 Property Tax Levy in the amount of \$368,636.04.**
2. **2016 Budget - Staff recommends a motion to adopt Ordinance No. 725 adopting the 2016 Budget of the Town of Coupeville for 2016, total expenditure amount of \$4,214,048.**
3. **Approval of Town Attorney Agreement for 2015**
4. **Approval of 2015 Greening of Coupeville Parade & Tree Lighting Special Events Permit #2015-23 – Staff recommends approval of the 2015 Greening of Coupeville Special Events Permit #2015-23.**
5. **Approval of the October 2015 payroll transactions and warrants, and November 2015 A/P transactions and warrants – Staff recommends approval of the October 2015 payroll transactions and warrants #31139 to #31145 for a total of \$78,835.77 and November 2015 A/P transactions and warrants #31146 to #31216 for a total of \$281,585.58.**

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.

COUPEVILLE TOWN COUNCIL PUBLIC HEARING FORMAT

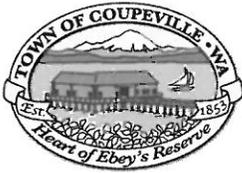
1. The Mayor opens the Public Hearing.
2. The Mayor asks if there are any possible conflict of interest or appearance of fairness problems.
3. Staff makes their report and recommendations.
4. The Applicant makes their presentation.
5. **The public is invited to comment.**
6. Comment letters are acknowledged for the record.
7. The Applicant is provided an opportunity to respond to the public comment.
8. Town Council asks questions of the applicant, staff or public to clarify the proposal or acquire more facts.
9. The Mayor closes the Public Hearing -- **no public comment is permitted once the hearing is closed.**
10. A motion is made regarding the application or proposal.
11. Discussion by the Town Council.
12. Vote.
13. Adoption of findings, when required.

YOU ARE ENCOURAGED TO PARTICIPATE IN PUBLIC HEARINGS

The purpose of public hearings is to provide the public with an opportunity to make comments about proposals being considered by the Town Council.

If you wish to make a comment during a public hearing please indicate so by raising your hand during the comment period. When you are recognized by the Mayor, rise and clearly state your name and address before giving your comments. This will help the Town Clerk make an accurate record of the hearing.

Please direct your comments to the Mayor and not to the applicant or other members of the public.



STAFF REPORT

DATE: November 24, 2015
TO: Mayor Nancy Conard and Members of the Town Council
FROM: Kelly Beech, Clerk Treasurer
RE: Ordinance 724 - 2016 Revenue Sources

The recommended tax levy has been calculated according to the Department of Revenue guidelines and in accordance with RCW 84.52.020, once certified, will be reported to the Island County Assessor by November 30, 2015.

Staff Recommendation: *Staff recommends a motion to adopt Ordinance No. 724 approving the 2016 Property Tax Levy in the amount of \$368,636.04.*

TOWN OF COUPEVILLE
Coupeville, Washington

ORDINANCE NO. 724

AN ORDINANCE of the Town Council of the Town of Coupeville, Levying Taxes on all Real Property – Real, Personal, and Utility, subject to taxation within the corporate limits of the Town of Coupeville, Washington for the year 2016

WHEREAS, the Town Council of the Town of Coupeville has met and considered its budget for the calendar year 2016; and

WHEREAS, the Town of Coupeville's actual levy amount from 2015 was \$363,022.47; and

WHEREAS, the Town Council has properly given notice of the public hearing held November 24, 2015, to consider the Town's general fund budget for the 2016 calendar year, pursuant to RCW 84.55.120; and,

WHEREAS, the Town Council, after hearing and after duly considering all relevant evidence and testimony presented, has determined that the Town of Coupeville requires a regular levy in the amount of \$368,636.04 which includes an increase in property tax revenue from the previous year, refunds and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property in order to discharge the expected expenses and obligations of the Town in its best interest;

**THE TOWN COUNCIL OF THE TOWN OF COUPEVILLE, WASHINGTON DO
ORDAIN AS FOLLOWS:**

Section 1. An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2016 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$3,630.23, which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, any annexations that have occurred and any refunds made.

Section 2. Following adoption, the Town Clerk is hereby directed to provide two certified copies of this ordinance to the Island County Assessor.

Section 3. Effective Date. This ordinance shall become effective January 1, 2016.

ADOPTED by the Town Council and **APPROVED** by the Mayor this 24th day of November, 2015.

ATTEST

MAYOR

Kelly Beech, Clerk-Treasurer

Nancy Conard, Mayor

APPROVED: November 24, 2015
PUBLISHED: December 3, 2015
EFFECTIVE: January 1, 2016



Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Kelly Beech,
(Name)

Clerk-Treasurer, for Town of Coupeville, do hereby certify to
(Title) (District Name)

the Island County legislative authority that the Town Council
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2016 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 11/24/15 :
(Date of Public Hearing)

Regular Levy: \$367,793.22
(State the total dollar amount to be levied)

Excess Levy: _____
(State the total dollar amount to be levied)

Refund Levy: \$842.82
(State the total dollar amount to be levied)

Signature: _____

Date: 11/24/15

To ask about the availability of this publication in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users, please call (360) 705-6718. For tax assistance, call (360) 534-1400.

Kelly Beech

From: Matthew Chidsey <m.chidsey@co.island.wa.us>
Sent: Friday, October 02, 2015 10:23 AM
To: Kelly Beech
Cc: Amy Witt
Subject: 2015 LEVY - City: Town of Coupeville - COUP - GEN
Attachments: PT_Ordinance.pdf; OrdinanceResolution.doc; LevyCertf.doc

DEAR TAXING DISTRICT OFFICIAL:

We are trying something new this year, providing more numbers and in a different format, to assist you with your budgeting process and completing the Levy Certification and Resolution(s). We welcome feedback and look forward to working with you in the levy process this year.

A NOTE ABOUT VALUES

The Actual Levy and Highest Lawful Levy amounts are based on your 2015 tax year levy limit calculations. The Refund amount is provided to us from the Treasurer. The Total Regular levy, Excess Levy, New Construction and Annexation (if an annexation occurred) are preliminary numbers, just as they have been during previous years. You will receive firm numbers later in the process, along with calculations based on your submitted Resolution or Ordinance and Levy Certification, probably in mid January.

The rate of inflation from the Implicit Price Deflator (IPD) to be used for taxes due in 2016 is .251%. Therefore, districts with a population at or above 10,000 may increase its levy by more than the rate of inflation by passing a 2nd resolution to increase above the IPD to a maximum of 1%. The 2nd resolution must show substantial need for additional funds and state the percentage increase. This 2nd resolution is in addition to the standard Resolution/Ordinance. The IPD does not affect districts with populations below 10,000.

If you want to collect refunds for your levies, you must include the refund amount as a separate line item on your Levy Certification document. Do not include the refund amount anywhere else in your documents.

RESOLUTION/ORDINANCE TO INCREASE PROPERTY TAX LEVY (THE 1% STATUTORY LIMIT)

RCW 84.55.120 requires all taxing districts to adopt a Resolution or Ordinance in order to increase their regular property tax levy. The resolution or ordinance must state both the dollar amount of the increase and the percentage increase over the prior property tax levy; these numbers should mathematically result in the same answer. By using the DOR forms you will have met the provisions of the law; to help you with this process I have attached the newest Department of Revenue (DOR) Levy Certification and Ordinance/Resolution forms OR you may go on line at:

<http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>

<http://dor.wa.gov/docs/forms/PropTx/Forms/OrdinanceResolution.doc>

BUDGET / LEVY CERTIFICATION SUBMITTAL

Please submit your levy documents on or before November 30th to our office, at the address below:

1 NE 7th St, Suite 208
P.O. Box 5000
Coupeville, WA 98239-5000

If the budget/levy certification is submitted later than November 30th, the Assessor is not permitted to allow the increase for your district for the 2016 tax year.

LEVY TRAINING

Each year DOR provides Levy training typically held in September. The dates for next year's training should be published after the first of the year. We highly recommend you attend this training; more information is available on DOR's website.

CONTACT INFORMATION

It is helpful when you submit your paperwork, that you include an up to date contact list that includes email addresses and phone numbers. Our records indicate the following information:

CONTACT	Thomas, Judy
EMAIL	clerktreasurer@townofcoupeville.org
PHONE	360-678-4461 ext 7

LEVY CALCULATION INFORMATION

TAX DISTRICT ID	251076
TAX DISTRICT DESC	City: Town of Coupeville
LEVY CODE	COUP
LEVY TYPE	GEN
LEVY DESCRIPTION	City: Town of Coupeville

2016 Total Assessed Value	\$256,495,731.00
2016 Taxable Assessed Value Regular Levy	\$251,271,427.00 ✓
2016 Taxable Assessed Value Excess Levy	\$249,015,693.00 ✓
2016 New Construction Value	\$791,458.00 ✓
2016 Refund	\$842.82 ✓
Actual 2015 Levy	\$364,584.09 ✓
Highest Lawful Levy	\$363,022.47 ✓
Population	UNDER

Matthew Chidsey

Analyst

360-678-7852

m.chidsey@co.island.wa.us

Amy Witt

Chief Deputy Assessor

360-678-7866

AmyW@co.island.wa.us

364,584

Resolution/Ordinance Procedures for Increasing Property Tax Revenue

AUGUST 2010

Taxing Districts with a Population of Less Than 10,000

- By adopting a resolution/ordinance, the district is allowed to increase its budget by up to one percent from the highest lawful levy since 1985.
- The resolution/ordinance must specifically state the increase (not the budget amount) in terms of both dollars and percentage.
- It may cover a period of up to two years, but it must specifically state for each year the dollar and percentage change from the previous year.
- Prior to the resolution's/ordinance's adoption, each taxing district must hold a public hearing to discuss the following year's current expense budget. The hearing must include discussion on the possibility of an increase in property tax revenues.
- The governing board of the taxing district must approve the resolution/ordinance by a majority vote of the board.
- Send a copy of the resolution to the County Assessor.

Taxing Districts with a Population of 10,000 or More

- By adopting a resolution/ordinance, the district is allowed to increase its budget by up to the Implicit Price Deflator (IPD) or one percent, whichever is lower, from the highest lawful levy since 1985. The resolution/ordinance must be approved by a majority of the governing board.
- In the case that the IPD is less than one percent, to raise the levy to one percent or to bank excess levy capacity, a second resolution/ordinance must be adopted.
- If the governing board has four members or less, the resolution/ordinance must be approved by two-thirds of the board. If the board has more than four members, a majority plus one vote is required.
- The first resolution/ordinance must specifically state the increase in terms of both dollars and percentage. The second must state the substantial need and the percentage increase.
- The first resolution may cover a period of up to two years, but it must specifically state for each year the dollar and percentage change from the previous year.
- Prior to the resolution's/ordinance's adoption, each taxing district must hold a public hearing to discuss the following year's current expense budget. The hearing must include discussion on the possibility of an increase in property tax revenues.
- Send a copy of both (if applicable) resolutions/ordinances to the County Assessor.



General Budget Procedures Requirements for Budget Certification

- Each taxing district is required to hold a public hearing on revenue sources for the district's following year's current expense budget prior to the time the taxing district levies the taxes or makes the request to have the taxes levied.
- Each governing board's chair, clerk, or secretary must file the certified budget or estimate with the clerk of the county's governing board on or before November 30th.

Other Important Information

- November 30th is the last day for the County Legislative Authority to certify to the County Assessor the amount of taxes levied for county purposes and the amount of taxes levied for each taxing district. If a district's budget has not been certified by this date, the district may lose its ability to increase its budget from the previous year (RCW 84.52.070).
- Any other taxing district authorized to levy directly must certify to the County Assessor the amount of taxes levied by November 30th (RCW 84.52.070).



Example Resolution #1

Taxing district with a population less than 10,000

Amount levied in preceding year: \$200,000

Current budget certification: \$250,000

The following resolution/ordinance must be passed by a majority of the district's governing board:

Whereas, the Board of Commissioners of _____ Taxing District, after hearing and after duly considering all relevant evidence and testimony presented, determined that _____ Taxing District requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the district and in its best interest; now therefore, be it Resolved, by the

Board of Commissioners of _____ Taxing District that an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, is hereby authorized for the _____ levy in the amount of \$2,000 which is a percentage increase of 1 percent** from the previous year.*

*Note, the increase is stated, not the budget amount.

**The percentage could be zero or greater than 1 percent if the district is using their banked levy capacity.

Adoption of this type of resolution for a county with a population less than 10,000 will allow the taxing district to increase its levy by 1 percent, which is the maximum authorized since the passage of I-747.

If the resolution states 0 percent, the district will be allowed to bank the excess levying capacity. Without the resolution, the district cannot bank excess levying capacity.



Example Resolution #2

Taxing district with a population greater than 10,000

Amount levied in preceding year: \$500,000

Implicit Price Deflator (IPD): .85 percent

Current budget certification: \$600,400

The following resolution/ordinances must be passed by a majority of the district's governing board to increase the levy by the IPD:

Whereas, the Board of Commissioners of _____ Taxing District, after hearing and after duly considering all relevant evidence and testimony presented, determined that _____ Taxing District requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations

*of the district and in its best interest; now therefore, be it Resolved, by the Board of Commissioners of _____ Taxing District that an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, is hereby authorized for the _____ levy in the amount of \$4,250 * which is a percentage increase of .85 percent from the previous year.*

*The increase is stated, not the budget amount.

Because the IPD is less than 1 percent, a second resolution needs to be passed in order to bank the excess capacity or to levy the full 1 percent. Without a second resolution, the district may only increase its levy by the IPD, which is .85 percent in this example. If the IPD were 1 percent or greater, a second resolution would not be needed because the maximum increase is 1 percent. A resolution showing substantial need must be passed by a super-majority of the governing board:

Whereas, the Board of Commissioners of _____ Taxing District, has determined that, due to _____ (substantial need) the Board of commissioners finds that there is a need to increase the regular property tax limit factor above the rate of inflation. Now, therefore, be it resolved by the Board of Commissioners of _____ Taxing District that the limit factor for the tax year _____ shall be _____ percent.

Note, only the percentage is needed in the second resolution.





STAFF REPORT

DATE: November 24, 2015
TO: Mayor Nancy Conard and Members of the Town Council
FROM: Kelly Beech, Clerk Treasurer
RE: Ordinance 725 - 2016 Budget

The proposed Budget for 2016 was prepared according to the Town of Coupeville Budget Policies and Procedures, adopted on October 13, 2015. The Budget was reviewed by Council during a Workshop on October 20, 2016; and has been available to the public since November 2, 2015 on our website, at Town Hall, and at the Coupeville Library. I have no proposed changes for the Draft.

Staff Recommendation: *Staff recommends a motion to adopt Ordinance No. 725 adopting the 2016 Budget of the Town of Coupeville for 2016, total expenditure amount of \$4,214,048.*

TOWN OF COUPEVILLE
Coupeville, Washington

ORDINANCE NO. 725

AN ORDINANCE ADOPTING A BUDGET FOR THE TOWN OF COUPEVILLE, WASHINGTON FOR THE YEAR 2016, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED EXPENDITURE APPROPRIATIONS FOR EACH SEPARATE FUND.

WHEREAS, State law requires that the Town adopt an annual budget before the end of each calendar year; and

WHEREAS, the Town Council held a public workshop on October 20, 2015 in preparation of the Town's 2016 Budget; and

WHEREAS, the Mayor and Clerk-Treasurer have recommended a budget as provided by law; and

WHEREAS, the Town Council held, on November 24, 2015, a public hearing on the Recommended Budget, also as required by law.

NOW THEREFORE, THE TOWN COUNCIL OF THE TOWN OF COUPEVILLE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. In accordance with the provisions of RCW Chapter 35.33, the budget of the Town of Coupeville for 2016, total expenditure amount of \$4,216,708 is hereby adopted which is attached hereto as Exhibit A and which shall be kept on file in the office of the Clerk-Treasurer.

Section 2. The totals of budgeted expenditure appropriations for each separate fund are set forth in summary form as follows:

Fund Number	Fund Name	Expenditure Appropriations
001	General Fund	\$1,451,395
101	Street Fund	\$148,685
104	Hotel/Motel Tax Fund	\$55,680
105	Capital Improvement Fund	\$179,239
106	Drug Enforcement Fund	\$1,705
107	Harbor Improvement Fund	\$26,796
109	Park Improvement Fund	\$62,896
202	1979 Water & Sewer Bond Fund	\$5,300
212	2002 WWTP Loan Fund	\$92,824
303	Capital Improvement – Water	\$615,015
304	Capital Improvement – Sewer	\$453,750
401	Utility Fund	\$1,107,044
621	Community Commemorative Fund	\$7,718
631	Cafeteria Fund	\$6,000
	Total	\$4,214,048

Section 3. The Town Clerk-Treasurer is directed to transmit a certified copy of the budget, hereby adopted, to the Office of the Auditor of the State of Washington, Division of Municipal Corporation, and to the Association of Washington Cities.

Section 4. This ordinance shall take effect and be in force January 1, 2016.

ADOPTED by the Town Council and **APPROVED** by the Mayor this ____ day of November, 2015.

TOWN OF COUPEVILLE

By _____
Nancy Conard, Mayor

ATTEST:

APPROVED AS TO FORM:

By _____
Kelly Beech, Clerk-Treasurer

By _____
Grant Weed, Town Attorney

Date of Publication: _____

LAW OFFICES OF
Weed, Graafstra & Associates, Inc., P.S.
110 CEDAR AVENUE, SUITE 102
SNOHOMISH, WASHINGTON 98290-2959

CHERYL L. BEYER
EMILY GUILDNER
GRANT K. WEED
PATRICK B. ANDERSON, of Counsel
THOM H. GRAAFSTRA, of Counsel

(360) 568-3119
(425) 334-1480
(425) 259-9199
(206) 283-1819
FAX: (360) 568-4437

November 5, 2015

Mayor Nancy Conard
Town of Coupeville
#4 NE 7th Street
Post Office Box 725
Coupeville, WA 98239

Re: 2016 Legal Services

Dear Nancy:

Enclosed please find duplicate originals of our proposed Town Attorney Retainer Agreement for calendar year 2016. We are proposing no change in our rates or fees. Except for the effective date of the Agreement there are no changes proposed in 2016.

If you are comfortable with the enclosed agreement we ask that you place it on the Council Agenda for action in November. If you have questions, please be sure to contact me.

We very much value the working relationship we have developed with you and the Town and look forward to another successful year in 2016.

Very truly yours,



GRANT K. WEED
Town Attorney

GKW/kkl

Enclosures

cc: Kelly Beech, Town Clerk (w/encl.)

**TOWN ATTORNEY RETAINER AGREEMENT
CALENDAR YEAR 2016**

I - PARTIES/EMPLOYMENT

The TOWN OF COUPEVILLE (hereinafter "TOWN") agrees to retain the law firm of WEED, GRAAFSTRA & ASSOCIATES, INC., P.S., 110 Cedar Avenue, Suite 102, Snohomish, Washington, and said law firm (hereinafter "TOWN ATTORNEY") agrees to serve as TOWN ATTORNEY on the terms and conditions stated below. The TOWN ATTORNEY shall serve at the pleasure of the Mayor; PROVIDED, that all decisions relative to such employment, or termination of the same, shall be subject to confirmation by a majority vote of the Town Council.

II - QUALITY OF SERVICES

The TOWN ATTORNEY shall perform all legal services covered by this contract in a capable and efficient manner, and in accordance with the professional and ethical standards of the Washington State Bar Association.

III - COMPENSATION

A. Basic Services: Basic Town Attorney services shall be charged at the rate of \$175.00 per hour and may consist of:

1. Attend or be available by telephone for the two regularly scheduled meetings of the Town Council per month.

2. To provide legal advice to the Mayor, Councilpersons, and administrative heads of the various departments of the TOWN.

3. To prepare such ordinances, resolutions, and instruments as the Mayor, Town Council and department heads may direct, to render legal advice on all civil matters, and to prepare or review such correspondence, contracts, easements, and instruments as may be necessary and appropriate.

B. Additional Services: The TOWN shall pay the TOWN ATTORNEY for the following additional or special legal services at the rate of \$185.00 per hour, or, if said services are performed by a paralegal in the TOWN ATTORNEY's office the same shall be compensated at the rate of \$140.00 per hour:

1. Extra meetings. Attendance, at the request of the Town, at evening meetings of TOWN boards, commissions or committees, except for regular Town Council meetings held twice a month.

2. Local Improvement Districts. All legal services performed in connection with the formation and financing of any LID or ULID (although it is understood that the primary responsibility for this type of legal work will fall under the exceptions referred to in paragraph V below).

C. Litigation. The TOWN shall pay the TOWN ATTORNEY for all superior and appellate court litigation and all administrative hearings of a quasi-judicial nature, except those conducted by the TOWN itself, at the rate of \$195.00 per hour.

D. Time Records. In order to determine appropriate compensation, the TOWN ATTORNEY shall maintain accurate time records, copies of which shall be made available to the TOWN.

E. Time for Payment. The TOWN shall pay all compensation provided herein to the TOWN ATTORNEY on a monthly basis, and within four weeks of the date on which each billing statement is received.

IV - REIMBURSEMENT

In addition to compensation for the legal services specified above, the TOWN shall reimburse the TOWN ATTORNEY for direct expenses incurred, and costs advanced, including but not limited to court costs, filing fees, witness fees, recording fees, copying expenses at cost, long distance phone calls, library charges for municipal law books, and the cost of travel, a pro-rata share of lodging and tuition relating to meetings of the Association of Washington Cities and Association of Municipal Attorneys. However, ordinary law office operating expenses, such as rent and secretarial services, shall not be compensated or reimbursed.

V - EXCEPTIONS

This contract shall not cover legal representation relating to insurance defense, the formation and financing of local improvement districts, or other specialized fields where it is agreed by the parties that outside legal counsel should be retained.

VI - INSURANCE COVERAGE

To the extent provided by the Washington Cities Insurance Authority, the TOWN shall provide insurance coverage for the TOWN ATTORNEY's errors and omissions, and malpractice, while acting in the capacity of TOWN ATTORNEY, and shall indemnify, defend and hold the TOWN ATTORNEY harmless from any and all claims brought by third parties against the TOWN ATTORNEY in said capacity.

The Town Attorney shall also provide errors and omissions and malpractice coverage with limits of not less than one million (\$1,000,000) dollars coverage and shall indemnify and hold the Town, its officers, agents, employees and elected officials harmless from all claims arising out of the sole negligence of the Town Attorney.

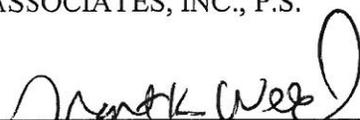
VII - EFFECTIVE DATE AND DURATION

This contract shall take effect on and after January 1, 2016 and shall continue in effect until December 31, 2016 unless earlier terminated or renegotiated by either party upon 60 days' written notice. This contract shall also be renegotiable within the final 90 days of calendar year 2016 for the succeeding year. If no such renegotiation is undertaken, this contract shall be renewed automatically for one calendar year upon the same terms and conditions.

DATED this _____ day of _____, 2015.

WEED, GRAAFSTRA
& ASSOCIATES, INC., P.S.

TOWN OF COUPEVILLE

By 
GRANT K. WEED, PRESIDENT

By _____
NANCY CONARD, MAYOR

ATTEST:

By _____
KELLY BEECH, TOWN CLERK

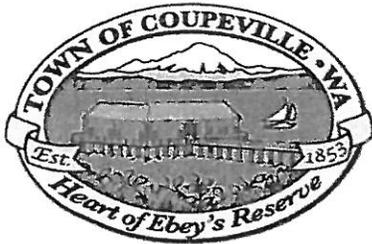


STAFF REPORT

DATE: November 20, 2015
TO: Town Council and Mayor
FROM: Kelly Beech
RE: The Greening of Coupeville Parade & Tree Lighting
ATTACHMENTS: Special Events Permit 2015-23

The attached Special Event Permit Application has been reviewed by staff in Public Works, the Marshals Office, and Utilities, as well as the Mayor and myself. Based on the prior year's event application and additional notes from Public Works and the Marshals office, a list of conditions was created. We believe these conditions will help ensure a successful event and collectively we recommend issuing a permit to the Coupeville Chamber of Commerce for the 2015 Greening of Coupeville Parade & Tree Lighting.

Staff Recommendation: *Staff recommends approval of the 2015 Greening of Coupeville Special Events Permit #2015-23*



15-023

RECEIVED

Town of Coupeville

NOV 04 2015

TOWN OF COUPEVILLE

4 NE Seventh ▪ PO Box 725 ▪ Coupeville WA 98239

360.678.4461 ▪ 360.678.3299 Fax ▪ www.townofcoupeville.org

SPECIAL EVENTS PERMIT APPLICATION

Name of Applicant/Organization Coupeville Chamber of Commerce
 Contact Person Lynda Fedos Email Address: director@coupevillechamber.com
 Business Phone 678-5434 Home Phone _____ Cell Phone 969-3139
 Mailing Address: PO B 152
 City Coupeville State WA Zip 98239
 Other Authorized Individuals _____
 Business Phone _____ Home Phone _____ Cell Phone _____

Summary of proposed event:

- a) Type of Activity Planned: (describe event): Greening of Coupeville
Parade + Tree lighting
- b) Date of proposed event: December 5 2015
- c) Hours of operation: Parade line up 3pm - Start 4:15pm. 5pm Program
- d) Set-Up date/time: 3pm
- e) Dismantling date/time: 6pm approx
- f) Number of staff/volunteers involved in event on behalf of applicant: 4-6
- g) Estimated number of participants: Parade: 25-30 Entries
- h) Will participants pay a fee or make a donation? YES NO (please circle)
- i) Number of vehicles, boats or other special equipment: 25-30 entries
- j) Number of persons expected to attend the event: 300-500
- k) Traffic or crowd control requirements: Parade Route Terry, S+N Main
Cleveland, Front + NW Alexander
- l) Street closures required: Terry Rd (Parade line-up) N Main
entrance to Front St + NW Alexander. 8th + N Main to
- m) Safety and security measures required: Cleveland, N Main by 8th Cleveland
and Cooks Corner - crowd for Tree lighting
- n) Special effects (e.g. explosives, pyrotechnics, aircraft, etc.): None



o) Animals being used: None.

p) Other features: _____

q) Safety and security measures provided by the applicant: None.

r) Electric power, water and sewer requirements: Electric for Tree lighting

s) Portable restrooms provided by the applicant: No.

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

Public Liability Insurance Company: Already in file with Town.
Name of Company: will provide waiver.

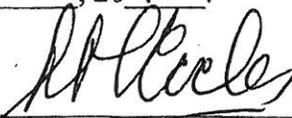
Policy Number: _____ Agent: _____

Expiration Date: _____ Amount: _____

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

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

Signed this 3rd day of November, 2015.



Signature of Applicant or Agent



**Washington State
Department of Transportation**

Lynn Peterson
Secretary of Transportation

Northwest Region
15700 Dayton Avenue North
P.O. Box 330310
Seattle, WA 98133-9710
206-440-4000
TTY: 1-800-833-6388
www.wsdot.wa.gov

October 23, 2015

Lynda Eccles
Coupeville Chamber of Commerce
905 NW Alexander Street
P.O. Box 152
Coupeville WA 98239-0152

Dear Ms. Eccles:

Enclosed for signature and return is our WSDOT Northwest Region Letter of Agreement #15Oct710 for the **Greening of Coupeville Christmas Parade** event on SR 20 on Saturday, December 5th 2015.

Please review the agreement carefully and indicate your concurrence by countersigning and returning the enclosed copy for final processing by Friday, October 30th 2015. You may email the agreement to Patricia Hardway (Hardwap@wsdot.wa.gov) and myself (NauB@wsdot.wa.gov) at the Washington State Department of Transportation, P.O. Box 330310, MS 125, Seattle, WA 98133-9710; or fax to: 206-440-4804. Please note that failure to meet the conditions set forth in the agreement will render the agreement invalid.

Should you have any questions or concerns, you may contact Patricia Hardway of my staff at 206-440-4474.

Sincerely,

Bonnie Nau
Construction Traffic & Central Operations Manager

BN/pjh

Enclosures: Agreement; Exhibit A
Attachment(s)

cc: WSP Olympia
cc: s continued next page...

cc:s continued...

WSP Burlington
Marshal Rick Norrie
Area 2 Maintenance
NW Region Signals
NW Region Bridge
WSDOT NW TMC Engineers
Dina Swires
NWR Comm Center
Tom Pearce
NWR Construction
Ken Seguin
Deanna Brewer
**WSDOT NWR Special Event Agreement #15Oct710 --
2015 Greening of Coupeville Christmas Parade**

WSDOT Northwest Region Special Event
Letter of Agreement # 15Oct710
SR 20 – Greening of Coupeville Christmas Parade

This agreement is made and entered into on this _____ day of _____ 2015, by and between the Washington State Department of Transportation, is hereinafter referred to as “WSDOT”, and *Lynda Eccles, Executive Director*, hereinafter referred to as the “EVENT COORDINATOR,” representing the *Coupeville Chamber of Commerce*, for the purpose of staging civic activities on state highway(s) rights of way.

Event Description

The 2015 **Greening of Coupeville Christmas Parade** is hereinafter referred to as the “EVENT”.

Whereas, WSDOT and the Washington State Patrol, hereinafter referred to as “WSP” have determined that the EVENT may impact normal traffic operations on state highway(s) to the extent that special traffic controls or other safety considerations are required.

Whereas, WSDOT with the advice of WSP conditionally approves EVENT road closure operations on **SR 20 at Main Street** (milepost 21.83), from **4:00 p.m. until 5:30 p.m. on Saturday, December 5th 2015**, subject to the terms and conditions in this Agreement and any Exhibits (Exhibit A) and Attachments.

Administration and Procedures

1. WSDOT enters into this written agreement with you for the purpose of defining responsibilities and requirements for EVENT operations on state highways. This Agreement is not effective unless or until signed by you and countersigned by WSDOT prior to the commencement of the EVENT. WSDOT assumes no obligation for any EVENT, pursuant to an agreement form that is unsigned, or altered by the EVENT COORDINATOR without WSDOT concurrence. WSDOT reserves the right to postpone or deny an EVENT operation when approval is requested without sufficient advance notice, as determined by WSP or WSDOT.
2. You are encouraged to use county roads or city streets if at all possible. You are responsible for securing approval from local agencies or communities in unincorporated areas that may be impacted by the EVENT. If the EVENT takes place on city streets without access control that are part of state highways, you shall furnish

WSDOT with courtesy copies of any traffic control, insurance, or liability agreements made with local agencies.

3. You are responsible for cleaning up immediately after EVENT operations and returning any and all state highway facilities to the state or condition that existed prior to the EVENT.
4. Any base of operations, or storage or staging area for the EVENT shall be located outside the state's right of way. Prior authorization from WSDOT shall be required for any base of operations, storage or staging areas to be located within the right of way.

Liability

1. EVENT COORDINATOR, at solely his or her expense, shall obtain and keep in force during the term of the EVENT, general liability insurance coverage in an amount no less than \$1 million per occurrence (combined single limit of liability) and \$2 million in the aggregate providing bodily injury, property damage, and personal injury coverage for the state of Washington for any liabilities, including all costs of defense, arising out of the use of state highways for the EVENT. Said general liability coverage shall be written on an "occurrence" basis, not a "claims made" basis, and shall provide coverage no less than the coverage provided by a *Commercial General Liability Coverage Form (CG 00 01 07 98 ISO* or later). Said policy shall not be subject to any self-insured retained limit of liability, or endorsements that would limit the coverage provided by the original policy form, except to the extent that coverage is limited to claims arising from the EVENT.
2. EVENT COORDINATOR, at his or her expense, shall obtain and keep in force during the term of the EVENT commercial automobile liability coverage in an amount no less than \$1 million per occurrence (combined single limit of liability) providing bodily injury and property damage coverage for the State of Washington as an additional insured under said policy. Said liability coverage shall provide coverage no less than the coverage provided by a *Commercial Automobile Liability Form (CA 00 01 07 97 ISO* or later). Said policy shall not be subject to any self-insured retained limit of liability, or any endorsement that would limit the coverage provided by the original policy form, except to the extent that coverage is limited to claims arising from the EVENT.
3. An affidavit verifying proof of insurance reflecting the required coverage is required and must be in the possession of WSDOT and WSP prior to commencement of the event. (See Parades section, to determine if insurance will be required for parades on city streets that are also state highways.)

4. EVENT COORDINATOR shall indemnify and hold the state of Washington harmless against any and all claims or actions of any type of nature by third parties for injuries or property damage, including all costs of defense, caused by or arising out of the EVENT.

Venue

In the event that any party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the parties hereto agree that any such action or proceeding shall be brought in a court of competent jurisdiction situated in Thurston County, Washington, and EVENT COORDINATOR herein submits to jurisdiction thereunder.

Traffic Control – Exhibit A

1. WSDOT has determined that a traffic control plan (attached **Exhibit A**) is necessary for this EVENT. Operational details specific to the EVENT are contained in the traffic control plan. All components of the traffic control plan shall conform to the standards of the Manual on Uniform Traffic Control Devices (MUTCD). In addition, traffic control plans shall meet the following requirements and restrictions:
 - The EVENT is permitted closure of SR 20 at Main Street, from 4:00 p.m. to 5:30 p.m., on Saturday, December 5th 2015.
 - EVENT COORDINATOR is responsible for acquiring all traffic control devices, and shall have all traffic control devices installed per approved plan prior to commencement of the EVENT.
 - Traffic control operations shall be performed by certified flaggers, or off duty law enforcement officers.
 - The EVENT COORDINATOR is required to provide notification of the closure, at least 72 hours in advance, to all fire and law enforcement departments, ambulance companies, and transit agencies that would be affected by the closure. **The EVENT COORDINATOR is required to comply with RCW 47.48.020**, a copy of which is hereto attached. (The attached copy of RCW 47.48.020 has been provided as a courtesy. It may or may not have current amendments. EVENT COORDINATOR is responsible for reading and complying with any subsequent amendments to the statute that are not attached.) Notice of closure signs posted under purview of this statute shall read, **ROAD CLOSED DEC 5, 4:00 P.M. TO 5:30 P.M.** The signs

shall have 2-inch minimum size capital black letters on a white background with a black border and shall be fabricated so the sign will not be affected by weather conditions.

2. If elements of the traffic control plan such as road or lane closures, or rolling traffic breaks impact normal traffic operations, a pre-event meeting, scheduled by the EVENT COORDINATOR may be required. The EVENT COORDINATOR, WSDOT and WSP should attend this meeting, along with a representative of any local agency impacted by the EVENT. The purpose of the meeting is to ensure that the traffic control plan and related operational procedures are finalized and participants understand their roles and responsibilities prior to commencement of the EVENT. Minor events (as determined by WSDOT or WSP) may not require this operational meeting.
3. EVENT COORDINATOR and WSDOT do agree that operational decisions and/or emergency situations may require road/lane closures to be opened immediately. WSP is responsible for traffic enforcement, and has final authority regarding the location and specific time of day that any road/lane closures, or any other part of the traffic control plan may be implemented. Neither WSDOT nor WSP shall be liable for any damages, or loss arising from the decision to reopen lanes during an event closure.

PARADES EVENT

This **Parades Event** section, in combination with the Agreement, comprises a complete understanding between the Washington State Department of Transportation (WSDOT), the Washington State Patrol (WSP), and the parade event coordinator.

Unless specifically required to participate in the development or deployment of any traffic control plan, WSDOT and WSP will have only incidental involvement with the event.

1. A traffic control plan is required prior to conducting a parade on a city street that is also a state highway.
2. The parade sponsor agrees to hold the State of Washington harmless from any and all claims for any type or nature arising from the EVENT that is the subject of this agreement.
3. You are required to secure Town of Coupeville officers to perform traffic control for this event.

Please indicate your concurrence by countersigning and returning the enclosed copy of

this **WSDOT Northwest Region Special Event Letter of Agreement # 15Oct710** to the WSDOT address or fax number provided below. Failure to do so, or any alteration of this document, will render this agreement invalid. If you have any questions or concerns, please contact Patricia Hardway at 206-440-4474.

Event Signature

WSDOT Signature

SIGNATURE

Bonnie Nau

PRINTED NAME

Construction Traffic &
Central Operations Manager

WSDOT OFFICE TITLE

TITLE AS OFFICE WITH (event name)

DATE
15700 Dayton Avenue North, MS 125
P.O. Box 330310
Seattle, Washington 98133-9710

ADDRESS

DATE

206 – 440 – 4804

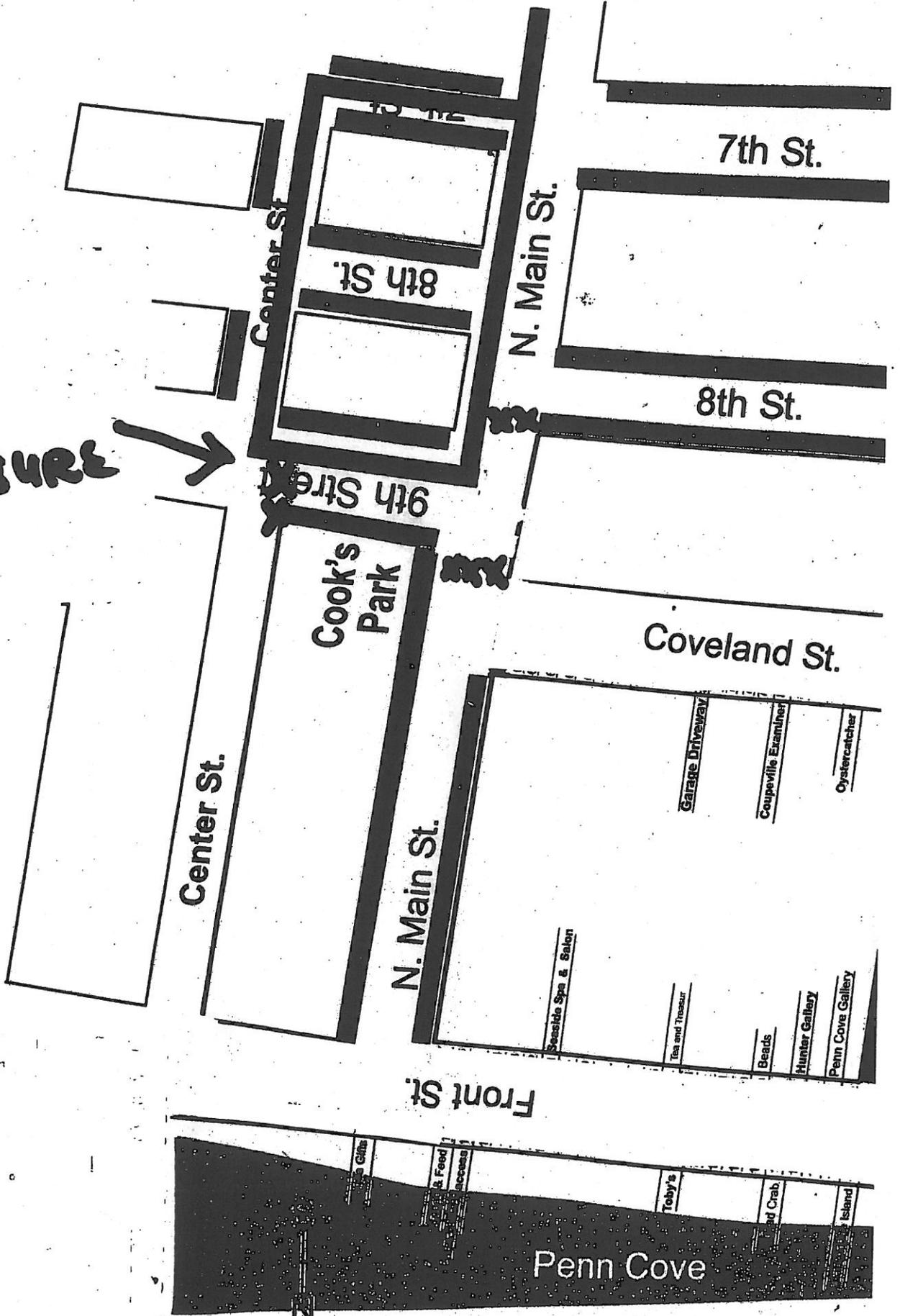
FAX

BN/pjh

Enclosure: Agreement; Exhibit A
Attachment

cc: WSP Olympia
WSP Burlington
Marshal Rick Norrie
WSDOT NWR Area 2 Maintenance
WSDOT NW Region Signals
WSDOT NW Region Bridge
WSDOT NW TMC Engineers
Dina Swires
NWR Comm Center
Tom Pearce
NWR Construction
Ken Seguin
Deanna Brewer
2015 Greening of Coupeville
Christmas Parade file

XY
ROAD
CLOSURE





Conditions for 2015 Coupeville Greening & Parade Permit #2015-23

1. Parade participants will stage on Terry Road between S. Main and Ft. Casey Road (3:00pm-4:00pm).
2. SR 20 will be closed briefly sometime between 4:00pm and 5:30pm following the Traffic Control Plan approved by WSDOT on 10-23-15 (see attached).
3. The parade route (see attached map) will require rolling street closures of the following streets/roads within Town limits (times are approximations):
 - a. Terry Rd. between S. Main and Ft. Casey (3:00pm-4:00pm)
 - b. SR-20 between NW Broadway and Terry Rd. (4:00pm-4:30pm)
 - c. NW Alexander at NW Coveland (4:45pm-5:00pm)
4. Signs will be placed by Coupeville Town Public Works staff according to the WSDOT Traffic Control Plan along SR 20.
5. The tree lighting program will require the following street/road closures within Town limits:
 - a. N. Main at Eighth St. (5:00pm-6:00pm)
 - b. N. Main at Coveland (5:00pm-6:00pm)
 - c. Ninth St. at Center (5:00pm-6:00pm)
6. Barricades for the street closures required by the tree lighting program will be provided by Public Works. The Coupeville Chamber of Commerce must coordinate drop off/pick up of the barricades with Public Works Superintendent Kelly Riepma by Wednesday, December 2nd.
7. Law enforcement officers and reserves will be required to facilitate both the highway and the rolling street closures for the parade, and for crowd control during the tree lighting program. The Coupeville Chamber of Commerce will need to coordinate with Coupeville Marshal Rick Norrie to make sure the required staff are available for this event.
8. The Coupeville Chamber of Commerce will advertise expected street closures and delays in the Whidbey News Times and the Coupeville Examiner.
9. The Coupeville Chamber of Commerce will advise the Coupeville Historic Waterfront Association of all of the street closures and the parade route, as this event may temporarily effect businesses along the parade route.

October Payroll

Number	Amount
Total 31139	\$1,459.62
Total 31140	\$88.38
Total 31141	\$11,011.70
Total 31142	\$2,553.00
Total 31143	\$600.00
Total 31144	\$7,610.51
Total 31145	\$411.62
Total EFTPS October 2015	\$15,983.29

Name	Amount
------	--------

Draw-October 2015

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

Regular Payroll-October 2015

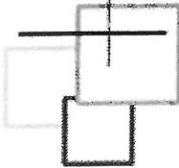
Abney, Bonnie M.	\$505.86
Baraconi, Tammy S	\$4,674.29
Beech, Kelly	\$3,589.94
Cane, Gregory R.	\$3,556.91
Conard, Nancy I.	\$3,232.76
LaRue, William	\$3,044.22
Lynn, Jesse	\$2,056.06
Maier, Shelly R	\$1,455.05
McMann, James M	\$1,005.19
Riepma, Kelly R.	\$2,328.99
Vinsant, Paul	\$3,391.28
Wadlington, Jimmy R.	\$1,559.72
White, Ellen Morley	\$561.60
Wilsey, Laurel	\$1,266.45

Total \$ 78,835.77

November A/P

Number	Amount
Total 31146	\$4,576.00
Total 31147	\$3,184.45
Total 31148	\$3,355.87
Total 31149	\$347.00
Total 31150	\$7,344.80
Total 31151	\$197.87
Total 31152	\$59.87
Total 31153	\$636.18
Total 31154	\$408.28
Total 31155	\$82.20
Total 31156	\$734.24
Total 31157	\$60.58
Total 31158	\$3,744.43
Total 31159	\$346.00
Total 31160	\$8,752.10
Total 31161	\$702.00
Total 31162	\$64.14
Total 31163	\$18.87
Total 31164	\$500.00
Total 31165	\$1,746.64
Total 31166	\$1,032.65
Total 31167	\$215.23
Total 31168	\$1,695.72
Total 31169	\$935.00
Total 31170	\$229.90
Total 31171	\$2,250.00
Total 31172	\$16.77
Total 31173	\$5,875.23
Total 31174	\$1,750.00
Total 31175	\$41.45
Total 31176	\$46.29
Total 31177	\$72.00
Total 31178	\$2,912.50
Total 31179	\$148,217.83
Total 31180	\$48.92
Total 31181	\$170.32
Total 31182	\$1,250.00
Total 31183	\$777.59
Total 31184	\$40.00
Total 31185	\$1,402.23
Total 31186	\$12,187.50
Total 31187	\$8,400.00
Total 31188	\$127.54
Total 31189	\$3,624.45
Total 31190	\$972.75
Total 31191	\$1,859.17
Total 31192	\$160.00
Total 31193	\$600.00
Total 31194	\$809.01
Total 31195	\$126.36
Total 31196	\$130.00
Total 31197	\$157.07
Total 31198	\$302.11
Total 31199	\$263.47
Total 31200	\$345.00
Total 31201	\$76.08
Total 31202	\$88.23
Total 31203	\$7,329.13
Total 31204	\$32,836.71
Total 31205	\$251.10
Total 31206	\$170.00
Total 31207	\$138.44
Total 31208	\$112.29
Total 31209	\$1,085.91
Total 31210	\$43.48
Total 31211	\$560.00
Total 31212	\$700.00
Total 31213	\$1,016.30
Total 31214	\$761.25
Total 31215	\$79.08
Total 31216	\$432.00
Total	\$281,585.58

Voucher Directory



Vendor	Number	Reference	Account Number	Description	Amount
(temporary Vendor)	31146				
		1044	2015 - November - November Manual		
			Transition Support	Vaudrin Associates	
			001-000-000-514-00-41-00	Professional Services Adm	\$4,576.00
Total 31146		Total 1044			\$4,576.00
31147		1047	2015 - November - November Manual		
			Transition Support	Vaudrin Associates	
			001-000-000-514-00-41-00	Professional Services Adm	\$3,184.45
Total 31147		Total 1047			\$3,184.45
31148		1048	2015 - November - November Manual		
			Transition Support	Vaudrin Associates	
			001-000-000-514-00-41-00	Professional Services Adm	\$3,355.87
Total 31148		Total 1048			\$3,355.87
Total (temporary Vendor)					\$11,116.32
AT&T Mobility	31176				
		287244041563X11052015	2015 - November - November Manual		
			Cellphones November 2015		
			401-000-000-534-80-42-00	Communication - Water	\$23.15
			401-000-000-535-80-42-00	Communications - Sewer	\$23.14
Total 31176		Total 287244041563X11052015			\$46.29
Total AT&T Mobility					\$46.29
Avocet Environmental Test	31149				
		1503707-IN	2015 - November - November Manual		
			Regulatory Testing		
			401-000-000-534-80-41-00	Professional Services - Water	\$97.00
Total 31149		Total 1503707-IN			\$97.00

Vendor	Number	Reference	Account Number	Description	Amount
		1503944-IN			
			Regulatory Testing		
			401-000-000-534-80-41-00	Professional Services - Water	\$178.00
		Total 1503944-IN			\$178.00
		1503974-IN			
			Regulatory Testing		
			401-000-000-534-80-41-00	Professional Services - Water	\$72.00
		Total 1503974-IN			\$72.00
		Total 31149			\$347.00
		31177		2015 - November - November A/P	
		1504065-IN			
			Testing		
			401-000-000-534-80-41-00	Professional Services - Water	\$72.00
		Total 1504065-IN			\$72.00
		Total 31177			\$419.00
Total Avocet Environmental Test					
Berkadia	31178			2015 - November - November A/P	
		01-058460-2-Nov 2015			
			1979 WTP Bond - Bi-annual		
			202-000-000-591-34-72-00	Principal Payment	\$2,000.00
			202-000-000-592-34-83-00	Interest Payment	\$912.50
		Total 01-058460-2-Nov 2015			\$2,912.50
		Total 31178			\$2,912.50
Total Berkadia					
C. Johnson Constr., Inc.	31150			2015 - November - November Manual	
		Payment 1			
			Madrona Phase II		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$7,344.80
		Total Payment 1			\$7,344.80
		Payment No. 2			
			2015 - November - November A/P		
		Total 31150			\$7,344.80
		31179			
			Madrona Phase II		
			101-000-000-595-30-63-03	Madrona Way ST Improvements	\$148,217.83
		Total Payment No. 2			\$148,217.83
		Total 31179			\$155,562.63
Total C. Johnson Constr., Inc.					

Vendor	Number	Reference	Account Number	Description	Amount
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Cane Engineering 31151	102115a	2015 - November - November Manual			
		Madrona Phase I			
		303-000-721-594-34-65-00	2015 Madrona Way Project - Construction Account		\$69.25
			Water		
			304-000-720-594-35-65-00	2015 Madrona Way Project - Construction Account	\$128.62
			Sewer		
Total 102115a					\$197.87
Total 31151					\$197.87

Total Cane Engineering Cascade Computer Maintenance, Inc. 31180	1062764	2015 - November - November A/P			
		UPS Battery Back-up Repair			
		001-000-000-518-00-48-00	Repair & Maintenance - CS		\$48.92
Total 1062764					\$48.92
Total 31180					\$48.92

Total Cascade Computer Maintenance, Inc. Coastwide Laboratories 31152	Nw2816971-1	2015 - November - November Manual			
		Supplies			
		001-000-000-576-80-31-00	Office & Operating Parks		\$59.87
Total Nw2816971-1					\$59.87
Total 31152					\$59.87

Total 31181	GW2821038	2015 - November - November A/P			
		Supplies			
		001-000-000-518-00-31-00	Office & Operating CS		\$24.75
			001-000-000-576-80-31-00	Office & Operating Parks	\$7.43
Total GW2821038					\$32.18
NW2821038					

Total Coastwide Laboratories	Total NW2821038	2015 - November - November A/P			
		Supplies			
		001-000-000-518-00-31-00	Office & Operating CS		\$34.45
			001-000-000-575-50-31-00	Office & Operating Com Ctr	\$70.75
			001-000-000-576-80-31-00	Office & Operating Parks	\$32.94
Total NW2821038					\$138.14
Total 31181					\$170.32
Total Coastwide Laboratories					\$230.19

Vendor	Number	Reference	Account Number	Description	Amount
Cohen, Manni, Theune & Manni LLP	31182			2015 - November - November A/P	
	119a				
			2015 October Retainer	Professional Services	Court
			001-000-000-512-00-41-00		
Total 31182					\$1,250.00
Total Cohen, Manni, Theune & Manni LLP					\$1,250.00
COMCAST	31153			2015 - November - November Manual	
			8498 30 022 0155812-Nov 15		
			Town Hall Internet & Phones		
			001-000-000-518-00-42-00	Communication -	CS
Total 8498 30 022 0155812-Nov 15					\$254.89
8498 30 022 0156562-Nov 15					\$254.89
			Town Shop Internet & Phones		
			001-000-000-518-10-42-00	Communication -	Shop
Total 8498 30 022 0156562-Nov 15					\$137.26
8498 30 022 0156752-Nov 15					\$137.26
			WWTP Internet & Phones		
			401-000-000-534-80-42-00	Communication - Water	
			401-000-000-535-80-42-00	Communications - Sewer	
Total 8498 30 022 0156752-Nov 15					\$122.02
Total COMCAST					\$244.03
Concerts On The Cove	31183			2015 - November - November A/P	
			111915-2% H/M Tax		
			2% Tourism Promotion		
			104-000-000-557-31-49-00	Contracts - Tourism	
Total 111915-2% H/M Tax					\$777.59
Total 31183					\$777.59
Total Concerts On The Cove					\$777.59
Coupeville Historic Waterfront Assn	31184			2015 - November - November A/P	
			100111-256		
			Annual Dues		
			001-000-000-514-00-49-00	Miscellaneous -	Adm
Total 100111-256					\$40.00
Total 31184					\$40.00
Total Coupeville Historic Waterfront Assn					\$40.00

Vendor	Number	Reference	Account Number	Description	Amount
Davis Industries Inc	31154	58220		2015 - November - November Manual	
			Davis Property Lease	Rentals & Leases - CS	\$408.28
			001-000-000-518-00-45-00		\$408.28
					\$408.28
					\$408.28
Total Davis Industries Inc	31155	E15010025		2015 - November - November Manual	
Ed's Construction, Inc.	31185		Gravel	Office & Operating - Water	\$82.20
			401-000-000-534-80-31-00		\$82.20
					\$82.20
					\$82.20
Total Ed's Construction, Inc.	31185	93044131		2015 - November - November A/P	
Environmental Systems Research Institute, Inc.	31186	15-527		ArcGIS for Desktop Basic Single Use License	\$1,402.23
			001-000-000-558-00-64-00	Equipment - Plan	\$1,402.23
					\$1,402.23
					\$1,402.23
Total Environmental Systems Research Institute, Inc.	31186	15-527		2015 - November - November A/P	
Equinox Research & Fire Chief Equipment	31156	43528		Madrona-Phase I-Water	\$12,187.50
			303-000-721-594-34-65-00	2015 Madrona Way Project - Construction Account	\$12,187.50
					\$12,187.50
					\$12,187.50
Total Equinox Research & Fire Chief Equipment	31156	43528		2015 - November - November Manual	
			Fire Extinguisher Maintenance	Professional Services Com Ctr	\$234.30
			001-000-000-575-50-41-00		\$234.30
					\$234.30
					\$234.30
Total Fire Extinguisher Maintenance	31156	43529		2015 - November - November Manual	
			Fire Extinguisher Maintenance	Professional Services Shop	\$219.82
			001-000-000-518-10-41-00		\$219.82
					\$219.82
					\$219.82
Total Fire Extinguisher Maintenance	31156	43529		2015 - November - November Manual	

Vendor	Number	Reference	Account Number	Description	Amount
		43530			
		Total 43530	401-000-000-534-80-41-00	Fire Extinguisher Maintenance	\$171.51
		43531		Professional Services - Water	\$171.51
		Total 43531	001-000-000-518-00-41-00	Fire Extinguisher Maintenance	\$63.94
		43532		Professional Services CS	\$63.94
		Total 43532	401-000-000-535-80-41-00	Fire Extinguisher Maintenance	\$44.67
				Professional Services - Sewer	\$44.67
		Total 31156		2015 - November - November A/P	\$734.24
Total Fire Chief Equipment		40179-8			\$734.24
Foster Pepper PLLC					
		31187			
		Total 31187			\$2,940.00
				2015 Madrona Way Project - Construction Account	\$5,460.00
		Total 40179-8		2015 Madrona Way Project - Construction Account	\$8,400.00
					\$8,400.00
Total Foster Pepper PLLC		31188			\$8,400.00
Frontier					
		31157			
		360-678-1389-022608-5-Nov 15		2015 - November - November Manual	\$60.58
					\$60.58
		Total 360-678-1389-022608-5-Nov 15		Front St. Lift Station	\$60.58
				401-000-000-535-80-42-00	\$60.58
		Total 360-678-1389-022608-5-Nov 15		Communications - Sewer	\$60.58
		360-678-4864-021407-5-Nov 15		2015 - November - November A/P	\$57.55
					\$57.55
		Total 360-678-4864-021407-5-Nov 15		Rec Hall	\$57.55
				001-000-000-575-50-42-00	\$57.55
		Total 360-678-4864-021407-5-Nov 15		Communication - Com Ctr	\$57.55
		360-678-9197-100113-5-Nov 15			
				DSL Ft. Casey	\$69.99
		Total 360-678-9197-100113-5-Nov 15		401-000-000-534-80-42-00	\$69.99
				Communication - Water	\$127.54
		Total 31188			\$188.12
Total Frontier					

Vendor	Number	Reference	Account Number	Description	Amount
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Maier, Shelly R.	31163	102615	2015 - November - November Manual		
			Dinner for Crew on OT		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$18.87
					\$18.87
					\$18.87

Total 31163					
Total Maier, Shelly R.					
Municipal Code Corp.					
31164			2015 - November - November Manual		
			Code Services		
			001-000-000-511-00-41-00	Professional Services Council	\$500.00
					\$500.00
					\$500.00

Total 31164					
Total Municipal Code Corp.					
NCL Of Wisconsin, Inc.					
31198			2015 - November - November A/P		
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$302.11
					\$302.11
					\$302.11

Total 31198					
Total NCL Of Wisconsin, Inc.					
Oak Harbor Auto Center Parts Plus					
31199			2015 - November - November A/P		
			Supplies		
			001-000-000-576-80-31-00	Office & Operating Parks	\$29.71
			101-000-000-542-30-31-00	Office & Operating - Roadway	\$29.71
			101-000-000-542-71-31-00	Office & Operating - Roadside	\$39.61
					\$99.03

Total 001-256751					
001-257162					
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$164.44
					\$164.44
					\$263.47
					\$263.47

Total 31199					
Total Oak Harbor Auto Center Parts Plus					

Vendor	Number	Reference	Account Number	Description	Amount
Oak Harbor, City Of	31200	SD-1539		2015 - November - November A/P	
			Street Sweeping		
			101-000-000-542-67-51-00	Professional Services-Cleaning	\$345.00
			Total SD-1539		\$345.00
Total Oak Harbor, City Of	Total 31200				\$345.00
Office Depot	31201	801454523001		2015 - November - November A/P	
			Supplies		
			001-000-000-518-00-31-00	Office & Operating	\$76.08
			Total 801454523001		\$76.08
Total Office Depot	Total 31201				\$76.08
Prairie Center Red Apple	31202	001001471350		2015 - November - November A/P	
			Supplies		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$78.34
			Total 001001471350		\$78.34
Total Prairie Center Red Apple	Total 31202				\$78.34
Puget Sound Energy	31165	003003461926		2015 - November - November Manual	
			Supplies-Back up Emerg		
			401-000-000-535-80-31-00	Office & Operating - Sewer	\$9.89
			Total 003003461926		\$9.89
Total Puget Sound Energy	Total 31165				\$9.89
	31203	200011387319-Nov 15		2015 - November - November Manual	
			Street Lighting		
			101-000-000-542-63-47-00	Utilities - Street Lighting	\$1,746.64
			Total 200011387319-Nov 15		\$1,746.64
Total 31165	Total 31203				\$1,746.64
		200002603542-Nov 15		2015 - November - November A/P	
			Reservoir Telemetry		
			401-000-000-534-80-47-00	Utilities - Water	\$10.16
			Total 200002603542-Nov 15		\$10.16
Total 31165	Total 31203				\$10.16
		200005235540-Nov 15		2015 - November - November A/P	
			Well 04		
			401-000-000-534-80-47-00	Utilities - Water	\$35.59
			Total 200005235540-Nov 15		\$35.59

Vendor Number	Reference	Account Number	Description	Amount
	200005603689-Nov 15	Well 07		
		401-000-000-534-80-47-00	Utilities - Water	\$131.74
	Total	200005603689-Nov 15		\$131.74
	200005833450-Nov 15	Ft. Casey WTP		
		401-000-000-534-80-47-00	Utilities - Water	\$2,776.97
	Total	200005833450-Nov 15		\$2,776.97
	200006097865-Nov 15	Rec Hall		
		001-000-000-575-50-47-00	Utilities - Com Ctr	\$193.23
	Total	200006097865-Nov 15		\$193.23
	200009098936-Nov 15	Town Park		
		001-000-000-576-80-47-00	Utilities - Parks	\$36.59
	Total	200009098936-Nov 15		\$36.59
	200011418114-Nov 15	Pavilion		
		001-000-000-576-80-47-00	Utilities - Parks	\$10.84
	Total	200011418114-Nov 15		\$10.84
	200013296450-Nov 15	WWTP		
		401-000-000-535-80-47-00	Utilities - Sewer	\$2,429.82
	Total	200013296450-Nov 15		\$2,429.82
	200015370790-Nov 15	Town Shop		
		001-000-000-518-10-47-00	Utilities - Shop	\$94.84
	Total	200015370790-Nov 15		\$94.84
	200015416577-Nov 15	Town Hall		
		001-000-000-518-00-47-00	Utilities - CS	\$192.97
	Total	200015416577-Nov 15		\$192.97
	200016476455-Nov 15	Town Restroom		
		001-000-000-576-80-47-00	Utilities - Parks	\$54.26
	Total	200016476455-Nov 15		\$54.26
	200017824224-Nov 15	Well 1-06 & S. Main Lift Station		
		401-000-000-534-80-47-00	Utilities - Water	\$12.61
		Well 1-06		
		401-000-000-535-80-47-00	Utilities - Sewer	\$239.46
		S. Main Lift Station		
	Total	200017824224-Nov 15		\$252.07

Vendor Number Reference Account Number Description Amount

200020235921-Nov 15	Front St. Lift Station 401-000-000-535-80-47-00	Utilities - Sewer	\$148.62
Total 200020235921-Nov 15			\$148.62
200020236119-Nov 15	Keystone Hill Well 401-000-000-534-80-47-00	Utilities - Water	\$673.87
Total 200020236119-Nov 15			\$673.87
200020236523-Nov 15	Cooks Corner 001-000-000-576-80-47-00	Utilities - Parks	\$10.84
Total 200020236523-Nov 15			\$10.84
200021137886-Nov 15	Town WTP 401-000-000-534-80-47-00	Utilities - Water	\$257.22
Total 200021137886-Nov 15			\$257.22
22000466767-Nov 15	Lauren Lift Station 401-000-000-535-80-47-00	Utilities - Sewer	\$19.50
Total 22000466767-Nov 15			\$19.50
Total 31203			\$7,329.13
Total Puget Sound Energy			\$9,075.77
R & R Tree Service LLC			
31166			
743716	2015 - November - November Manual		
Total 743716			
Total 31166			\$1,032.65
Total R & R Tree Service LLC			\$1,032.65
Reichardt & Ebe			
31204			
25968	2015 - November - November A/P		
Total 25968			
25969	Madrona Way Impr. Phase II 101-000-000-595-30-63-03	Madrona Way ST Improvements	\$26,479.54
Total 25969			\$26,479.54
Total 25969	WGH Expansion 001-000-000-539-00-41-01	Prof Services - Special Project	\$4,047.89
			\$4,047.89

Vendor	Number	Reference	Account Number	Description	Amount
		25970			
		Total 25970			
		100a			
		Total 100a			
		100b			
		Total 100b			
		2130			
		Total 2130			
		60412			
		Total 60412			
		60431			
		Total 60431			
		Total 31204			
Total Reichhardt & Ebe					\$2,309.28
Serendipity Catering					\$2,309.28
					\$32,836.71
					\$32,836.71
		31167			
		Total 31167			
		31205			
		Total 31205			
		31168			
		Total 31205			
Total Serendipity Catering					\$215.23
Silvia Septic Service LLC					\$215.23
					\$215.23
		31169			
		Total 31169			
		31206			
		Total 31206			
Total Skagit Surveyors & Engineers					\$251.10
					\$251.10
					\$251.10
					\$466.33
		2130			
		Total 2130			
		60412			
		Total 60412			
		60431			
		Total 60431			
		31169			
		Total 31169			
		31206			
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		31169			
		Total 3116			

Vendor	Number	Reference	Account Number	Description	Amount
Sound Publishing Inc	31170				
		7641121		2015 - November - November Manual	
			Council Meeting Notice		
		Total 7641121	001-000-000-511-00-44-00	Advertising Council	\$189.75
		WEX663800			\$189.75
			Public Notice-Ord. 723		
		Total WEX663800	001-000-000-511-00-44-00	Advertising Council	\$40.15
		31170			\$40.15
		31207		2015 - November - November A/P	\$229.90
			NOA Biosolids DNS		
		WEX667585	401-000-000-535-80-44-00	Advertising & Printing - Sewer	\$138.44
		Total WEX667585			\$138.44
		31208		2015 - November - November A/P	\$138.44
					\$368.34
Total Sound Publishing Inc	31208				
Sound Safety Products Co Inc	31208				
		16311/1		2015 - November - November A/P	
			Supplies		
		Total 16311/1	001-000-000-576-80-31-00	Office & Operating Parks	\$112.29
		31209			\$112.29
Total Sound Safety Products Co Inc	31209			2015 - November - November A/P	\$112.29
Supplyworks	31209				
		351720289			
			Chlorine		
		Total 351720289	401-000-000-534-80-31-00	Office & Operating - Water	\$1,085.91
		31210			\$1,085.91
Total Supplyworks	31210			2015 - November - November A/P	\$1,085.91
Surety Pest Control	31210				
		1082842			
			Pest Control-W108		
		Total 1082842	401-000-000-534-80-41-00	Professional Services - Water	\$43.48
		31210			\$43.48
Total Surety Pest Control	31210				\$43.48

Vendor	Number	Reference	Account Number	Description	Amount
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Whidbey Telecom	31175	3916591	2015 - November - November Manual		
			Web Hosting		
			001-000-000-518-00-41-00	Professional Services CS	\$41.45
					\$41.45
					\$41.45
					\$41.45
Total Whidbey Telecom	31175	Total 3916591			
Wilsey, Laurel	31215	111615-MedReimb	2015 - November - November A/P		
			Medical Reimbursement		
			631-000-000-589-00-00-00	Withdrawals	\$79.08
					\$79.08
					\$79.08
					\$79.08
Total Wilsey, Laurel	31215	Total 111615-MedReimb			
Wilsey, Laurel	31216	2015-011	2015 - November - November A/P		
			Cleaning Services		
			001-000-000-518-00-41-00	Professional Services CS	\$216.00
			001-000-000-575-50-41-00	Professional Services Com Ctr	\$216.00
					\$432.00
					\$432.00
Total Wilsey, Laurel	31216	Total 2015-011			
Grand Total		Vendor Count	59		\$281,585.58

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	13	1	5	5		
Animal Complaint	5	3	7	6	7	7	9	10	9	5		
Assault	4	1	5	2	3	2	1	5	1	2		
Assist Agency	0	1	1	2	2	4	3	5	0	1		
Assist Public	14	11	16	14	22	19	18	21	18	8		
Burglary	3	0	0	0	0	0	2	4	0	0		
Child Abuse/Neglect	0	0	0	0	0	0	0	3	0	0		
Court Order Viol	1	0	1	1	0	2	0	0	1	1		
Disorderly Conduct	0	1	1	4	5	8	5	9	9	7		
Domestic Violence	4	2	2	3	1	2	0	2	4	3		
Fire Call	0	0	0	0	1	0	1	1	2	0		
Fraud / Forgery	0	1	4	5	2	0	3	1	4	2		
Hang Up 911	9	11	12	12	15	8	14	7	12	4		
Harassment	1	0	1	1	0	0	2	2	0	1		
Juvenile Complaint	1	0	3	2	1	1	0	1	0	1		
Liquor Violation	0	1	0	1	1	1	0	0	0	0		
Malicious Mischief	0	1	0	2	1	0	1	3	0	0		
Marine Incident	0	0	0	0	1	0	4	2	2	3		
Medical Call	0	2	0	2	2	0	0	4	0	1		
Mental	0	0	1	1	0	3	0	2	0	0		
Missing Person	0	1	1	1	0	0	1	1	1	1		
Vehicle Accident	3	1	3	3	3	1	5	0	1	2		
Nuisance	0	5	1	1	0	3	6	1	0	2		
Patrol checks	0	0	0	0	0	0	1	0	0	0		
Sex Crime	0	0	0	0	0	0	0	1	1	1		
Vehicle Theft	0	0	1	0	0	0	0	0	1	1		
Suicide Threat	1	2	3	2	1	1	1	3	1	0		
Suspicious Activity	4	3	5	5	4	3	4	4	4	7		
Theft	0	1	2	5	6	5	1	6	2	2		
Threats	0	0	0	0	1	1	3	1	4	2		
Traffic Complaint	5	4	10	6	11	7	13	15	6	7		
Trespassing	2	1	1	2	1	1	2	3	3	0		
Unsecure Premise	0	0	1	2	0	0	0	1	1	0		
Death Investigation	0	1	0	1	1	0	0	0	1	0		
VUSCA - Drugs	0	0	0	0	0	1	2	0	0	2		
Wanted Person	2	0	1	1	3	1	3	4	0	3		
Weapons Violation	1	0	1	1	0	0	0	0	1	1		
Welfare Check	7	6	1	8	4	6	5	10	9	4		
Misc / Other Calls	9	3	13	7	14	19	15	19	11	3		

Total Town Calls	81	72	104	110	124	110	138	152	114	82		
County Calls	16	28	33	22	30	16	37	23	20	21		
Combined Total	97	100	137	132	154	126	175	175	134	103		
County % / Total	16%	28%	24%	17%	19%	13%	21%	13%	15%	20%		

COUPEVILLE MARSHAL

CALL DISPOSITIONS

CALL DISPOSITION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Active													
Clrd - Adult Arrest	3		2	5	3	3	7	5	3	5			
Clrd Juvenile Arrest	2			1	1	1	1						
Case Closed	60	68	88	98	107	104	122	136	102	70			
Clrd Adult Prosecution Declined		1	2	1									
Clrd Adult Victim/Uncooperative										1			
Clrd Juv Prosecution Declined													
Clrd Juv Victim/Uncooperative													
Case Inactive													
Informational Report	10	1	4		4		3	2	5	2			
Case Leads Exhausted	2	1	1	4	4		4	3	2	1			
Non-Criminal Incident	2	1	6		4			2	1	2			
Refer to Other Agency	1		1	1		1	1	1		1			
Report to Follow	1				1	1		3	1				
Total Town Calls	81	72	104	110	124	110	138	18	114	82			

COUPEVILLE MARSHAL

TRAFFIC OVERVIEW

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Traffic Stops	52	36	43	44	35	44	69	81	82	53	0	0	539

Citations

DUI	0	0	0	1	0	0	0	0	0	0			1
DWLS	0	0	0	1	1	0	2	0	2	1			7
NVOL	1	0	0	0	0	0	1	0	3	0			5
Speed	6	4	4	7	4	4	13	10	25	5			82
Seatbelt	0	0	0	0	0	0	2	0	0	0			2
No insurance	4	1	4	2	2	3	3	2	2	5			28
Cell phone	1	2	0	4	0	0	1	0	0	0			8
Vehicle Regs	0	4	0	0	0	0	0	1	0	0			5
Equipment	0	0	0	0	0	0	0	0	0	1			1
Other	0	1	0	0	1	0	0	0	1	0			3

Warnings

NVOL W/ID	1	0	0	0	0	0	0	0	0	0			1
Speed	26	14	18	18	20	22	25	35	31	30			239
Seatbelt	0	3	2	4	1	4	4	6	2	0			26
No Insurance	1	0	0	0	0	1	0	1	0	0			3
Cell Phone	1	0	1	2	1	0	1	0	0	1			7
Vehicle Regs	7	2	2	0	0	4	2	8	4	3			32
Equipment	2	1	3	5	2	3	1	4	4	5			30
Other	2	4	9	0	3	3	14	14	8	2			59

Parking Enforcement

Warning	0	12	17	31	17	17	15	11	9	5			134
Citation	0	0	4	3	2	1	9	6	3	7			35

Total Traffic Contacts

52	48	64	78	54	62	93	98	94	65	0	0	708
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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

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
Total Town Calls	1340	1440	1487	1606	1468
County Calls	386	259	305	449	623
Combined Calls	1726	1699	1792	2055	2091
County % / Total	22%	15%	17%	22%	30%