

**YARROW POINT
TOWN COUNCIL MEETING AGENDA
Tuesday, November 13, 2018
7:00 p.m. at Town Hall**

PLEDGE OF ALLEGIANCE

Welcome to your Town Council meeting. We are pleased that you have chosen to be here this evening and participate in your local government. Your participation is encouraged and valued. We're interested in hearing your comments and provide a time during the meeting called "appearances" for you to communicate with your elected representatives.

CALL TO ORDER: Mayor Dicker Cahill
COUNCIL ROLL CALL: Carl Scandella, Stephan Lagerholm, Andy Valaas, Mary Elmore, and Steve Bush

APPEARANCES:

*Members of the public may speak concerning items that either are or are not on the agenda. The Council takes these matters under advisement. Officials and staff will assist you following the meeting if action is required. **Please state your name and address and limit comments to 3 minutes.***

1. **MINUTES:**
October 9, 2018 Regular Meeting

2. **CONSENT CALENDAR:**
Consists of routine items for which Council discussion is not required. A Councilmember may request that an item be moved to Regular Business for discussion. Consent items are approved with one vote.

3. **STAFF REPORTS:**

REGULAR BUSINESS:

4. AB 18-32 - Morningside Park Children's Play Area
5. AB 18-33 - Public Hearing on 2019 Property Tax Levy and 2019 Budget
- A. Ordinance No. 689: An Ordinance of the Town of Yarrow Point, Washington Increasing the Town of Yarrow Point's Regular Levy from the Previous Year, Commencing January 1, 2019 on all Property; and Establishing an Effective Date
 - B. Ordinance No. 690: An Ordinance of the Town of Yarrow Point, Washington Adopting the Budget for Fiscal Year 2019, and Setting Forth in Summary Form the Total of Estimated Revenues and Appropriations for Each Separate Fund and the Aggregate Totals for All Such Funds Combined; and Establishing an Effective Date

6. AB 18-34 – 2018 Budget Amendments
 - A. Ordinance No. 691: An Ordinance of the Town of Yarrow Point, Washington Amending the Budget for Fiscal Year 2018 to Account for Unforeseen Expenditures; and Establishing an Effective Date
7. AB 18-35 – Adoption of CIP Amendment
 - A. Ordinance No. 692: An Ordinance of the Town of Yarrow Point, Washington Amending the 2019-2024 Capital Improvement Plan to Include an Additional Project; and Establishing an Effective Date
8. AB-18-36 – Adoption of Revising the Construction Permit Deposit Fee and Refunding Process
 - A. Ordinance No. 693: An Ordinance of the Town of Yarrow Point, Washington Amending Yarrow Point Municipal Code Section 12.30.050(C) and 12.30.050(E) and Resolution 337 to Increase the Construction Permit Deposit Fee Amount and Provide for Automatic Refund of Unused Construction Permit Deposits; and Establishing an Effective Date
9. **MAYOR & COUNCIL REPORTS**
10. **ADJOURNMENT**

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
October 9, 2018
7:00PM**

The following is a summary of the proceedings and is **not** a verbatim transcript.

CALL TO ORDER:

Mayor Dicker Cahill called the meeting to order at 7:03 PM

PRESENT:

Mayor: Dicker Cahill

Councilmembers: Mary Elmore
Stephan Lagerholm
Steve Bush
Andy Valaas – Excused absence
Carl Scandella

Staff: Bonnie Ritter – Town Clerk-Treasurer
Austen Wilcox – Town Deputy Clerk
Kyle Kolling – Police Chief Clyde Hill Police
Dawn Hanson – Police Lieutenant Clyde Hill Police
Mona Green – Town Planner
Stacia Schroeder – Town Engineer
Emily Minor – Associate Town Attorney

Guests: John McGlenn – Yarrow Point Resident
Bruce Jones – Clyde Hill Resident

APPEARANCES:

None.

MINUTES:

MOTION: Councilmember Lagerholm moved to approve the minutes of September 11, 2018 as presented. Councilmember Elmore seconded the motion.

VOTE: 3 For, 0 Against, 1 Abstain. Motion carried.

Consent Calendar:

MOTION: Councilmember Bush moved to approve the Consent Calendar as presented including the Payment Approval Report dated 8/11/2018 approving payments as shown totaling \$173,499.66 plus payroll, benefits, and tax expenses of \$28,032.21 as shown on the attached payroll and benefits reports for a grand total of \$201,531.87. Councilmember Elmore seconded the motion.

VOTE: 4 For, 0 Against, 0 Abstain. Motion Carried.

Mayor Cahill reported on the following items:

- Police contract
- Purchase of IT backups
- Return of street deposit refunds for finalized permits
- Annual camera cleaning of a section of storm drains (associated cost partially covered by a King County flood control \$13,000 grant)

The following items were also approved as part of the Consent Calendar:

- Payment Approval Report; September
- Payroll, Tax, & Benefits Report; September
- Town Planner Invoice; September
- Town Engineer Invoice; September
- Building Official Invoice; September
- Town Attorney Invoices: September

STAFF REPORTS:

Police report:

- Lieutenant Dawn Hansen and Officer Tyler Glenn reported on September police activity. There was one arrest relating to trespassing and resisting arrest.
- Officer Hansen reported on an increase of speeding violations. Council asked questions and sought clarification around the enforcement procedures regarding speeding.

Town Engineer reports:

- **Playground:** The Town is receiving questions from contractors. Bids are due October 18. Council discussed the playground budget. Ms. Schroeder explained that the winter season and drop in building activity could allow for increased bids.
- **Request For Qualifications:** Engineer Schroeder explained that RFQs were sent out for the Stormwater Comp Plan update and 42nd & 91st Street Stormwater projects.

Town Planner report:

- Town Planner Mona Green reported on recent slow building activity. Ms. Green reported that the Planning Commission will be continuing their discussion on wireless regulations.
- The topic of tree regulations on private property is on the horizon.
- The Planning Commission attended the “Short Course on Local Planning” seminar in September as a training course on rules and procedures of the Planning Commission.
- Ms. Green explained that carrier AT&T is planning to change out some of their equipment for a like-for-like switch at their site and Town staff has been corresponding about permit application requirements.

Associate Attorney Emily Minor provided input on cell site installations. Ms. Minor explained that there are processes to amend jurisdictional code standards.

Councilmember Bush stated the importance to retain the Town’s character, aesthetics and to take into consideration resident input when considering placement of new cell sites.

Council discussed conglomerating with nearby jurisdictions regarding cell site regulations.

Councilmember Lagerholm stated the importance of the Town to maintain its position during the process of creating regulations for cell sites.

Mayor Cahill suggested having a study session to discuss small cell sites prior to the November regular Council meeting.

- Town Planner Green stated that historically, the Planning Commission has created a code change proposal and the Council and Town Attorney have the forefront for reviewing it.

Ms. Green reminded the Council of the concerns the Planning Commission has regarding listening to hearings related to wireless carriers. Associate Attorney Emily Minor stated that the discussion of wireless hearings will be discussed at the next Planning Commission meeting.

REGULAR BUSINESS:

AB 18-31 Public Hearing on 2019 budget – 2nd reading

Mayor Cahill gave an overview of the proposed 2019 budget.

Council and Mayor discussed revenue sources and reviewed line items of the proposed budget.

Mayor Cahill compared property tax revenue to previous years.

Mayor Cahill reported on the strongest sources of sales tax.

Mayor Cahill stated the importance of using the Town's zip code with the 4-digit extender to receive sales tax. Without using the extension, the sales tax can be transferred to City of Bellevue.

Mayor Cahill explained that the Town has begun a dual-order entry system which includes the review from a councilmember and having a representative from the Town's payment system, Caselle, review financial documents.

Council discussed the installation of two newly purchased speed limit radar signs.

Mayor Cahill shared that the budget for summer interns has been placed into Community Development.

The Town's Contingency Fund was discussed.

Mayor Cahill reported that he has budgeted less Development permit income due to projected slower building activity in 2019.

Council discussed Capital Improvement Projects.

A grant for \$40k was provided to the Town by King County to install new stormwater grates.

Council discussed the importance to have a reserve for unexpected projects.

Council discussed the fund for street deposits. The Town currently has several deposits that have not yet been requested for refund by the applicants. The Town is currently working on a process to refund the money to the rightful applicants or transfer the money to the State as unclaimed.

Bruce Jones Chairman of the Wetherill Nature Preserve discussed funding relating to Wetherill. Mr. Jones explained the usage of funds for the Preserve. Councilmember Bush provided examples of ways to plan for additional funding.

Mayor Cahill opened the Public Hearing at: 9:20 PM

Resident John Glenn Chairman of the Park Board suggests budgeting \$10k for maintenance of invasive species in Morningside Park.

Mayor Cahill stated that he will insert a line item for Morningside Park maintenance in the amount of \$10k.

Mayor Cahill closed the Public Hearing at: 9:27

MAYOR & COUNCIL REPORTS:

- Mayor Cahill reported that Cedar Hills landfill is expected to run out of capacity in 2028. Big decisions will need to be made within in the next three years on the direction of garbage disposal as it will take seven years of planning to create a new source.

Councilmember Bush stated the Town should consider best practices for garbage disposal.

- Councilmember Elmore requested an update from Park Board Chair McGlenn on the installation of the Sally's Alley signs

Park Board Chair John McGlenn explained that the two new signs for Sally's Alley were delivered. Installation sites for the signs at the western and easterly entrances to Sally's Alley were determined at the latest Park Board Meeting. The Town Engineer will coordinate the labor to install the signs.

ADJOURNMENT:

MOTION: Councilmember Bush moved to adjourn the meeting at 9:50 pm. Councilmember Elmore seconded the motion.

VOTE: 4 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:

Dicker Cahill, Mayor

ATTEST: Bonnie Ritter, Clerk-Treasurer

**Business of The Town Council
Town of Yarrow Point, WA**

Consent Calendar
November 13, 2018

Consent Calendar	Proposed Council Action: Approve Consent Calendar
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Presented by:	Town Clerk-Treasurer
Exhibits:	Consent Calendar Items

Summary:

The Consent Calendar consists of items considered routine for which a staff recommendation has been prepared, and for which Council discussion is not required. A council member may request that an item be removed from the Consent Calendar and placed under Regular Business for discussion. Items on the Consent Calendar are voted upon as a block and approved with one vote.

The following documents are included in this section:

- Payment Approval Report: October
- Payroll, Tax, & Benefits Report: October
- Town Planner Invoice: October
- Town Engineer Invoice: October
- Building Official Invoice: October
- Town Attorney Invoices: October

Recommended Action:

Move To: Approve the Consent Calendar as presented including the Payment Approval Report dated 11/7/2018 approving payments as shown totaling \$ 334,760.84 plus payroll, benefits, and tax expenses of \$ 24,565.18 as shown on the attached payroll & benefits report for a grand total of **\$ 359,326.02.**

STAFF REPORT

TO: Town Council

FROM: Bonnie Ritter, Clerk-Treasurer

SUBJECT: Street Deposit and Parking Deposit Refunds included in the Payment Approval Report

You will find numerous invoices for street deposit refunds and parking refunds in this Payment Approval Report. These funds were collected at the time a building permit was issued. There were numerous deposits that the Town is holding that date back as far as 2010.

You will be acting on an ordinance later in the meeting that takes out the requirement that the homeowner “request” the refund in writing, and the town will process the refund upon issuance of a Certificate of Occupancy, after final approval by the Building Official.

The amount of refunds included in this payment approval report equal \$135,500. Due to the issuance of these checks, a 2018 budget amendment will also be considered for this fund later in the meeting.

If you have any questions, please feel free to contact me prior to the Council meeting.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
39 Partners LLC						
1411	39 Partners LLC	4664 95	Street Deposit Refund 2014	10/31/2018	3,750.00	3,750.00
Total 39 Partners LLC:					3,750.00	
Abraham Ghorbanian						
1402	Abraham Ghorbanian	4434 95	Parking Deposit Refund	10/31/2018	1,250.00	1,250.00
Total Abraham Ghorbanian:					1,250.00	
Ajay and Nee Choudhary						
1409	Ajay and Nee Choudhary	9009 37	Parking Deposit Refund 2013	10/31/2018	5,000.00	5,000.00
Total Ajay and Nee Choudhary:					5,000.00	
Atabakhsh Vahid & Maeheh Maso						
1421	Atabakhsh Vahid & Maehe	4644 95	Parking Deposit Refund 2016	10/31/2018	3,750.00	3,750.00
Total Atabakhsh Vahid & Maeheh Maso:					3,750.00	
Banner Bank						
700	Banner Bank	100718	Pruner-Seed	10/07/2018	118.15	24,281.12
700	Banner Bank	100718	Server backup equipment	10/07/2018	1,661.54	24,281.12
700	Banner Bank	100718	Utilities - cell phone	10/07/2018	185.31	24,281.12
700	Banner Bank	100718	Varidesk, misc. office supplies	10/07/2018	952.29	24,281.12
700	Banner Bank	100718	Town truck tires and maintenance	10/07/2018	3,632.57	24,281.12
700	Banner Bank	100718	Austen-Spill control and response class	10/07/2018	150.00	24,281.12
700	Banner Bank	100718	Constant Contact	10/07/2018	77.00	24,281.12
700	Banner Bank	100718	Meetings and events	10/07/2018	375.00	24,281.12
700	Banner Bank	100718	Finance charge and late fee	10/07/2018	77.05	24,281.12
770	Banner Bank	120118	Bond interest	10/25/2018	6,963.85	85,607.14
770	Banner Bank	120118	Bond principal	10/25/2018	35,839.72	85,607.14
Total Banner Bank:					50,032.48	
BDR Fine Homes						
1407	BDR Fine Homes	2013	Parking Deposit Refund - 9262 NE Point	10/31/2018	5,000.00	16,250.00
1407	BDR Fine Homes	2013	Parking Deposit Refund 2014	10/31/2018	3,750.00	16,250.00
1407	BDR Fine Homes	2013	Street Deposit Refund 2015	10/31/2018	3,750.00	16,250.00
1407	BDR Fine Homes	2013	Street Deposit Refund 2016	10/31/2018	3,750.00	16,250.00
Total BDR Fine Homes:					16,250.00	
Builders Exchange of Washington						
1294	Builders Exchange of Was	1060122	Planground rebid publication	10/09/2018	45.00	90.00
Total Builders Exchange of Washington:					45.00	
Carl Lombardi						
1426	Carl Lombardi	4225 91	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
Total Carl Lombardi:					3,750.00	
CASELLE, INC.						
1300	CASELLE, INC.	90781	Contract Support for November	10/01/2018	709.50	18,518.66
1300	CASELLE, INC.	90781	Contract Support for December	10/01/2018	709.50	18,518.66
1300	CASELLE, INC.	90781	Reconcile bank statements - September	10/01/2018	650.00	18,518.66

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Total CASELLE, INC.:					2,069.00	
Chaffey Building Group						
1418	Chaffey Building Group	4437 94	Street Deposit Refund	10/31/2018	3,750.00	3,750.00
Total Chaffey Building Group:					3,750.00	
CITY OF BELLEVUE						
212	CITY OF BELLEVUE	33872	Fire Protection - 2nd Half 2018	10/26/2018	111,600.50	240,541.73
212	CITY OF BELLEVUE	33872	Leoff 1 Annual payment (retiree medical l	10/26/2018	6,896.00	240,541.73
Total CITY OF BELLEVUE:					118,496.50	
CITY OF BELLEVUE -UTILITY						
7	CITY OF BELLEVUE -UTIL	110818	Water and Sewer	10/09/2018	429.59	1,307.33
7	CITY OF BELLEVUE -UTIL	110818	Water Service - Irrigation	10/09/2018	157.02	1,307.33
Total CITY OF BELLEVUE -UTILITY:					586.61	
Comcast						
301	Comcast	101418	Comcast Hi Speed Internet-Insp	10/14/2018	308.16	2,439.06
Total Comcast:					308.16	
Comcast Business- VoiceEdge						
1374	Comcast Business- VoiceE	71243037	Town Phone System	10/15/2018	244.28	2,439.92
Total Comcast Business- VoiceEdge:					244.28	
Craig Jelinek						
1412	Craig Jelinek	8907 36	Street Deposit Refund - 2014	10/31/2018	3,000.00	3,000.00
Total Craig Jelinek:					3,000.00	
CRYSTAL AND SIERRA SPRINGS						
1046	CRYSTAL AND SIERRA S	600344409291	Water cooler	09/29/2018	92.71	551.43
Total CRYSTAL AND SIERRA SPRINGS:					92.71	
David Feller						
1425	David Feller	9030 34	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
Total David Feller:					3,750.00	
DIGITAL REPROGRAPHICS						
256	DIGITAL REPROGRAPHI	473755	October Council packets	10/05/2018	241.56	5,598.96
Total DIGITAL REPROGRAPHICS:					241.56	
Don and May Creighton						
1416	Don and May Creighton	9089 35PL	Street Deposit Refund 2015	10/31/2018	3,750.00	13,750.00
1416	Don and May Creighton	9089 35PL	Performance Bond Refund 2015	10/31/2018	10,000.00	13,750.00
Total Don and May Creighton:					13,750.00	
Doug and Andrea Perry						
1423	Doug and Andrea Perry	9010 37	Parking Deposit Refund	10/31/2018	3,750.00	3,750.00

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
	Total Doug and Andrea Perry:				3,750.00	
Earth Corps						
1303	Earth Corps	7154	Wetherill Maintenance	09/30/2018	1,009.73	21,558.42
	Total Earth Corps:				1,009.73	
ELECTRONIC BUSINESS MACHINES, INC.						
303	ELECTRONIC BUSINESS	100918	Annual Copier Maintenance	10/01/2018	192.02	818.27
	Total ELECTRONIC BUSINESS MACHINES, INC.:				192.02	
Evergreen Properties						
1429	Evergreen Properties	9218 38	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
	Total Evergreen Properties:				3,750.00	
EVF, Inc						
1406	EVF, Inc	8888 POINTS	Parking Deposit Refund	10/31/2018	1,250.00	1,250.00
	Total EVF, Inc:				1,250.00	
Gaylynn Brien						
1151	Gaylynn Brien	047	Sales Tax reports - July and August	09/30/2018	100.00	500.00
	Total Gaylynn Brien:				100.00	
Gayteway Custom Homes LLC						
1408	Gayteway Custom Homes	9022 40PL	Parking Deposit Refund 9022 NE 40th PI	10/31/2018	5,000.00	5,000.00
	Total Gayteway Custom Homes LLC:				5,000.00	
Gordon McFadden						
1430	Gordon McFadden	2012	Street Deposit Refund 2012	10/31/2018	1,250.00	1,250.00
	Total Gordon McFadden:				1,250.00	
IBBO, LLC						
1417	IBBO, LLC	3825 95	Street Deposit Refund 2015	10/31/2018	3,750.00	3,750.00
	Total IBBO, LLC:				3,750.00	
ISOutsource						
1301	ISOutsource	CW218385	Wireless issues and checking backup sta	10/25/2018	747.77	15,160.99
	Total ISOutsource:				747.77	
Jacquiline Shaw						
1424	Jacquiline Shaw	8910 36	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
	Total Jacquiline Shaw:				3,750.00	
James Kauth						
1428	James Kauth	9434 37	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
	Total James Kauth:				3,750.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
John and Elisabeth Tinkham						
1419	John and Elisabeth Tinkha	4450 95	Street Deposit Refund	10/31/2018	3,750.00	3,750.00
Total John and Elisabeth Tinkham:					3,750.00	
KIRKLAND MUNICIPAL COURT						
111	KIRKLAND MUNICIPAL C	APR18YPT	Court Costs	05/15/2018	315.30	2,339.50
111	KIRKLAND MUNICIPAL C	SEP18YPT	Court Costs	10/16/2018	194.42	2,339.50
Total KIRKLAND MUNICIPAL COURT:					509.72	
Larry Cohen						
1410	Larry Cohen	3838 92	Street Deposit Refund 2014	10/31/2018	3,750.00	7,500.00
1410	Larry Cohen	3838 92	Street Deposit Refund 2017	10/31/2018	3,750.00	7,500.00
Total Larry Cohen:					7,500.00	
Leonid Gontmakher						
1404	Leonid Gontmakher	3833 94	Parking Deposit Refund	10/31/2018	1,000.00	1,000.00
Total Leonid Gontmakher:					1,000.00	
Marc & Cythia Moss						
1403	Marc & Cythia Moss	9092 39	Parking Deposit Refund	10/31/2018	1,000.00	1,000.00
Total Marc & Cythia Moss:					1,000.00	
Melvin Freeman						
1376	Melvin Freeman	102410	Refund for dog license - duplicate	10/31/2018	15.00	15.00
Total Melvin Freeman:					15.00	
Milestone NW LLC						
1401	Milestone NW LLC	4438 94	Street Deposit Refund - 4438 94th Ave N	10/31/2018	3,750.00	7,500.00
1401	Milestone NW LLC	4438 94	Street Deposit Refund - 4430 94th Ave N	10/31/2018	3,750.00	7,500.00
Total Milestone NW LLC:					7,500.00	
MONA H. GREEN						
219	MONA H. GREEN	18489	Building	10/31/2018	843.75	36,585.00
219	MONA H. GREEN	18489	Site	10/31/2018	270.00	36,585.00
219	MONA H. GREEN	18489	Shoreline Exemption	10/31/2018	135.00	36,585.00
219	MONA H. GREEN	18489	Mechanical	10/31/2018	67.50	36,585.00
219	MONA H. GREEN	18489	Miscellaneous	10/31/2018	1,687.50	36,585.00
Total MONA H. GREEN:					3,003.75	
MUNICIPAL PERMIT SERVICE, LLC						
350	MUNICIPAL PERMIT SER	SW1018	Building Inspections	10/31/2018	573.97	54,415.32
350	MUNICIPAL PERMIT SER	SW1018	Mechanical	10/31/2018	194.04	54,415.32
350	MUNICIPAL PERMIT SER	SW1018	Community Dev. Admin	10/31/2018	697.31	54,415.32
350	MUNICIPAL PERMIT SER	SW1018	Plumbing	10/31/2018	513.08	54,415.32
350	MUNICIPAL PERMIT SER	SW1018	Site Development	10/31/2018	64.14	54,415.32
350	MUNICIPAL PERMIT SER	SW1018	Plan Review	10/31/2018	1,781.25	54,415.32
Total MUNICIPAL PERMIT SERVICE, LLC:					3,823.79	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Ned Clapp						
1427	Ned Clapp	4427 91	Street Deposit Refund 2018	10/31/2018	3,750.00	3,750.00
Total Ned Clapp:					3,750.00	
NORTHWEST CIVIL SOLUTIONS						
450	NORTHWEST CIVIL SOL	SS1018	Morningside Park - playground	10/31/2018	812.50	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	42nd/91st Upsizing and UGC Project	10/31/2018	187.50	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	Stormwater Mtgs and Rate Study	10/31/2018	593.75	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	95th Stormwater Project	10/31/2018	250.00	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	Site Development	10/31/2018	1,343.75	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	ROW Use Permit	10/31/2018	437.50	57,281.25
450	NORTHWEST CIVIL SOL	SS1018	General Administration	10/31/2018	2,062.50	57,281.25
Total NORTHWEST CIVIL SOLUTIONS:					5,687.50	
Ogden Murphy Wallace						
1390	Ogden Murphy Wallace	102418	Clerk	10/24/2018	32.50	35,379.44
1390	Ogden Murphy Wallace	102418	Contracts	10/24/2018	293.25	35,379.44
1390	Ogden Murphy Wallace	102418	Council	10/24/2018	1,055.70	35,379.44
1390	Ogden Murphy Wallace	102418	Land Use	10/24/2018	1,502.10	35,379.44
1390	Ogden Murphy Wallace	102418	Mayor/ Executive	10/24/2018	364.60	35,379.44
1390	Ogden Murphy Wallace	102418	MCI Metro Franchise	10/24/2018	390.00	35,379.44
Total Ogden Murphy Wallace:					3,638.15	
PRO-VAC						
1379	PRO-VAC	180417-004	NE 47th Emergency Stormater Proj - Apr	04/18/2018	1,259.50	35,074.50
Total PRO-VAC:					1,259.50	
PUGET SOUND ENERGY						
604	PUGET SOUND ENERGY	103118	Street Lighting Charges	10/31/2018	1,026.22	10,992.71
604	PUGET SOUND ENERGY	103118	Town Hall Utilities	10/31/2018	202.65	10,992.71
Total PUGET SOUND ENERGY:					1,228.87	
Ray and Jill Singh						
1400	Ray and Jill Singh	3832	Parking Deposit - 2010	10/31/2018	3,000.00	21,750.00
Total Ray and Jill Singh:					3,000.00	
Richard H. Lauth						
1405	Richard H. Lauth	9061 37	Parking Deposit Refund	10/31/2018	1,250.00	1,250.00
Total Richard H. Lauth:					1,250.00	
SEA-TAC SWEEPING SERVICE						
46	SEA-TAC SWEEPING SE	50729	Street sweeping October	10/01/2018	480.00	4,280.00
46	SEA-TAC SWEEPING SE	50729	Street cleaning September	10/01/2018	480.00	4,280.00
Total SEA-TAC SWEEPING SERVICE:					960.00	
STATE TREASURER'S OFFICE						
601	STATE TREASURER'S OF	A8-22016	Gen Fund 40 PSEA1 - 2016	10/24/2018	1,131.91	4,885.47
601	STATE TREASURER'S OF	A8-22016	Gen Fund 50 PSEA 2 - 2016	10/24/2018	600.44	4,885.47
601	STATE TREASURER'S OF	A8-22016	Gen Fund 54 - PSEA3 - 2016	10/24/2018	27.48	4,885.47
601	STATE TREASURER'S OF	A8-22016	Death Investigations- 2016	10/24/2018	10.74	4,885.47

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
601	STATE TREASURER'S OF	A8-22016	Emergency Services and trauma care - 2	10/24/2018	53.60	4,885.47
601	STATE TREASURER'S OF	A8-22016	State Patrol Highway account - 2016	10/24/2018	61.05	4,885.47
601	STATE TREASURER'S OF	A8-22016	Highway safety account - 2016	10/24/2018	17.04	4,885.47
601	STATE TREASURER'S OF	A8-22016	Auto theft prevention - 2016	10/24/2018	107.82	4,885.47
601	STATE TREASURER'S OF	A8-22016	Traumatic brain injury account - 2016	10/24/2018	18.13	4,885.47
601	STATE TREASURER'S OF	A8-22016	Judicial Information Systems account - 2	10/24/2018	206.50	4,885.47
601	STATE TREASURER'S OF	A8-22016	Accessible Communities Account - 2016	10/24/2018	49.99	4,885.47
601	STATE TREASURER'S OF	A8-22016	Multimodal Transportation - 2016	10/24/2018	50.00	4,885.47
601	STATE TREASURER'S OF	A8-2217	Gen Fund 40 PSEA1 - 2017	10/24/2018	999.52	4,885.47
601	STATE TREASURER'S OF	A8-2217	Gen Fund 50 PSEA2 - 2017	10/24/2018	618.76	4,885.47
601	STATE TREASURER'S OF	A8-2217	Gen Fund 54 PSEA3 - 2017	10/24/2018	27.61	4,885.47
601	STATE TREASURER'S OF	A8-2217	Emergency Services and trauma care - 2	10/24/2018	59.30	4,885.47
601	STATE TREASURER'S OF	A8-2217	Auto theft prevention - 2017	10/24/2018	119.67	4,885.47
601	STATE TREASURER'S OF	A8-2217	Traumatic brain injury account - 2017	10/24/2018	23.79	4,885.47
601	STATE TREASURER'S OF	A8-2217	Judicial Information System - 2017	10/24/2018	302.16	4,885.47
601	STATE TREASURER'S OF	A8-2217	Accessible Communities Account - 2017	10/24/2018	199.97	4,885.47
601	STATE TREASURER'S OF	A8-2217	Multimodal Transportation Account - 201	10/24/2018	199.99	4,885.47
Total STATE TREASURER'S OFFICE:					4,885.47	
Ted and Tricia Schroth						
1422	Ted and Tricia Schroth	8804 34	Street Deposit Refund 2017	10/31/2018	3,750.00	3,750.00
Total Ted and Tricia Schroth:					3,750.00	
THE SEATTLE TIMES						
192	THE SEATTLE TIMES	100518	1st Budget hearing notice	10/05/2018	47.64	982.88
Total THE SEATTLE TIMES:					47.64	
Thomas and Karen Cusick						
1413	Thomas and Karen Cusick	8810 35	Street Deposit Refund 2015	10/31/2018	1,250.00	1,250.00
Total Thomas and Karen Cusick:					1,250.00	
TOWN OF HUNTS POINT						
26	TOWN OF HUNTS POINT	092718	Town share of legal fees for SR520 Main	09/27/2018	35.63	1,591.22
Total TOWN OF HUNTS POINT:					35.63	
Wei Zhang and Jenny Shih						
1414	Wei Zhang and Jenny Shih	4238 92	Street Deposit Refund 2015	10/31/2018	3,750.00	3,750.00
Total Wei Zhang and Jenny Shih:					3,750.00	
Wilton "Weiting" Wang						
1420	Wilton "Weiting" Wang	8926 36	Street Deposit Refund 2016	10/31/2018	3,750.00	3,750.00
Total Wilton "Weiting" Wang:					3,750.00	
Winson Investments						
1415	Winson Investments	4238 92	Street Performance Deposit Refund	10/31/2018	10,000.00	10,000.00
Total Winson Investments:					10,000.00	
Grand Totals:					334,760.84	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
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Certification of the Consent Calendar as presented including the Payment Approval Report dated 11/7/18 approving payments for October as shown totaling \$ 334,760.84, plus payroll, tax, and benefit expenses of \$ 24,565.18 as shown on the attached payroll & tax and benefits report for a grand total of \$ 359,326.02

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Town of Yarrow Point, and that I am authorized to authenticate and certify to said claim.

Clerk/Treasurer: Bonnie Ritter _____

Dated: November 13, 2018

Mayor Dicker Cahill: _____

Councilmember Steve Bush: _____

Councilmember Mary Elmore: _____

Councilmember Stephan Lagerholm: _____

Councilmember Carl Scandella: _____

Councilmember Andy Valaas: _____

Report Criteria:

Computed checks included
 Manual checks included
 Supplemental checks included
 Termination checks included
 Transmittal checks included
 Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
10/31/2018	CDPT		0	EMPLOYMENT SECURITY DEP	5	Quarterly Employment Security P	001-2200000	27.86-
10/31/2018	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compen	001-2200000	294.16-
10/31/2018	CDPT	10/23/2018	1018	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,224.16-
10/31/2018	CDPT	10/23/2018	1018	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,224.16-
10/31/2018	CDPT	10/23/2018	1018	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	286.31-
10/31/2018	CDPT	10/23/2018	1018	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	286.31-
10/31/2018	CDPT	10/23/2018	1018	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,475.32-
10/31/2018	PC	10/31/2018	4942	Cahill, Richard	9030			
10/31/2018	PC	10/31/2018	4943	Bugbee, Bennett	9035		999-1010110	450.81-
10/31/2018	CDPT	10/24/2018	4944	Association of Washington Cities	4	Health and Dental Insurance Insu	001-2200000	788.95-
10/31/2018	CDPT	10/24/2018	4944	Association of Washington Cities	4	Health and Dental Insurance Hea	001-2200000	2,202.48-
10/31/2018	CDPT	10/24/2018	4944	Association of Washington Cities	4	Health and Dental Insurance Den	001-2200000	164.37-
10/31/2018	CDPT	10/24/2018	4944	Association of Washington Cities	4	Health and Dental Insurance - prio	001-2200000	1,493.62
10/31/2018	CDPT	10/24/2018	4945	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,221.50-
10/31/2018	CDPT	10/24/2018	4945	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,114.96-
10/31/2018	PC	10/31/2018	101801	Lovas, Istvan	9002		999-1010110	4,521.90-
10/31/2018	PC	10/31/2018	101802	Wilcox, Austen	9037		999-1010110	3,138.33-
10/31/2018	PC	10/31/2018	101803	Ritter, Bonnie	9041		999-1010110	4,637.22-
Grand Totals:			<u>16</u>					<u>24,565.18-</u>

Mona H. Green, Town Planner

PROFESSIONAL PLANNING SERVICE

October 2018

INVOICE #18489

Date		Type	Permit #	Hours	Charge
10/02/18	4441 - 94 Ave NE, Stiles: review	Bldg	18-7891	0.75	101.25
10/16/18	ATT/Mastec: review	Bldg	18-7889	0.75	101.25
10/16/18	4605 - 91 Ave NE, Canlis: revisions	Bldg	18-7808	1.00	135.00
10/18/18	4638 - 95 Ave NE, CKK/Bushnell: review	Bldg	18-7898	1.00	135.00
10/26/18	3847 - 94 Ave NE, Van Wyck: revisions; e-mail	Bldg	18-7876	2.00	270.00
10/29/18	3847 - 94 Ave NE, Van Wyck: new info	Bldg	18-7876	0.50	67.50
10/31/18	ATT/Mastec: status w/ agent	Bldg	18-7889	0.25	33.75
	SUBTOTAL - BLDG			6.25	843.75
10/11/18	4427 - 91 Ave NE, Morrow: rev file; mtg re post construction permit	Site	18-7897	0.75	101.25
10/23/18	4427 - 91 Ave NE, Morrow: site visit	Site	18-7897	0.75	101.25
10/31/18	3827 - 94 Ave NE, Vigneault: review, e-mail	Site	18-7903	0.50	67.50
	SUBTOTAL - SITE			1.25	270.00
10/18/18	4638 - 95 Ave NE, CKK/Bushnell:t/confs; issue	SX	17-7740	1.00	135.00
	SUBTOTAL - SHORELINE EXEMPTION			1.00	135.00
10/26/18	9017 NE 32 Pl, Hamilton: review	Mech	18-7901	0.50	67.50
	SUBTOTAL - MECHANICAL			0.50	67.50
10/01/18	Rev cellular matters			1.00	135.00
10/02/18	T/conf Mayor, Town atty			0.75	101.25
10/09/18	Town Council mtg			1.25	168.75
10/10/18	3802 - 94 Ave NE, Jensen: review; t/conf, e-mail re pending	Pending		0.50	67.50
10/11/18	Staff mtg			1.25	168.75
10/11/18	4670 - 95 Ave NE, Smith: issues re future developmt	Pending		0.25	33.75
10/15/18	Mtg w/ Mayor, attys; PC mtg			3.50	472.50
10/19/18	PC follow ups			1.00	135.00
10/24/18	Mtg w/ computer contractors			0.50	67.50
10/31/18	Telecommunication matters			0.50	67.50
10/31/18	Mtgs/consults with staff, public throughout month			2.00	270.00
	SUBTOTAL - MISC			12.50	1687.50
	TOTAL			21.50	3003.75

Yarrow Point Invoice Detail
October 2018

Stacia K. Schroeder
 Northwest Civil Solutions, LLC
 14251 131st Avenue NE Kirkland, WA 98034
 EIN: 26-4149507 UBI: 602-884-283

FUND: Capital Improvement		ACTIVITY TYPE: Morningside Park Children's Play Area			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
10/4/18	Administration	Town of Yarrow Point	Talk w/ Mayor Cahill and update status reports for council packets	1.00	\$ 125.00	\$ 125.00
10/8/18	Project Management	Town of Yarrow Point	Mtg w/ K-A General Contact: Kal to go over playground bid requirements	1.00	\$ 125.00	\$ 125.00
10/9/18	Project Management	Town of Yarrow Point	Attend council meeting to discuss status reports	1.00	\$ 125.00	\$ 125.00
10/18/18	Project Management	Town of Yarrow Point	Playground bid opening and certification; coord w/ staff	2.00	\$ 125.00	\$ 250.00
10/19/18	Project Management	Town of Yarrow Point	Playground bid certification (cont.); notification to contractors; coord w/ staff for meeting; posted results to Town website	1.50	\$ 125.00	\$ 187.50
Activity Subtotal for Town Engineer - NE 41st Street				6.50	\$ 125.00	\$ 812.50

FUND: Capital Improvement		ACTIVITY TYPE: 4441 91st Ave NE Stormwater			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Project Management	Town of Yarrow Point	-	0.00	\$ 125.00	\$ -
Activity Subtotal for Town Engineer - NE 47th Street Stormwater				0.00	\$ 125.00	\$ -

FUND: Capital Improvement		ACTIVITY TYPE: Stormwater Utility Mtgs and Rate Study			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
10/23/18	Administration	Town of Yarrow Point	Review Town budget Re: fund 401 to determine 2012-2017 Revenue and expenses related to stormwater; coord w/ Austen for spreadsheet; create map for Bob Trimble to identify which 2008 SW Comp Plan project were completed and organize next meeting	4.75	\$ 125.00	\$ 593.75
Activity Subtotal for Town Engineer - 95th Stormwater Project				4.75	\$ 125.00	\$ 593.75

FUND: Capital Improvement		ACTIVITY TYPE: NE 42nd Street/ 91st Ave NE Stormwater Upsizing and UGC Project			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
10/1/18	Administration	Town of Yarrow Point	Finish up RFQ and post using Small Works Roster for Consultants	1.25	\$ 125.00	\$ 156.25
10/8/18	Administration	Town of Yarrow Point	Repost RFQ	0.25	\$ 125.00	\$ 31.25
Activity Subtotal for Town Engineer - 95th Stormwater Project				1.50	\$ 125.00	\$ 187.50

Yarrow Point Invoice Detail

October 2018

Stacia K. Schroeder
 Northwest Civil Solutions, LLC
 14251 131st Avenue NE Kirkland, WA 98034
 EIN: 26-4149507 UBI: 602-884-283

FUND: Capital Improvement		ACTIVITY TYPE: Update TYP Comprehensive Stormwater Management Plan			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
10/1/18	Administration	Town of Yarrow Point	Finish up RFQ and post using Small Works Roster for Consultants	1.00	\$ 125.00	\$ 125.00
10/8/18	Administration	Town of Yarrow Point	Repost RFQ (second time)	0.50	\$ 125.00	\$ 62.50
10/12/18	Administration	Town of Yarrow Point	Answer questions from PACE Engineers	0.50	\$ 125.00	\$ 62.50
Activity Subtotal for Town Engineer - 95th Stormwater Project				2.00	\$ 125.00	\$ 250.00
Activity Total for Capital Improvement Projects				14.75	\$ 125.00	\$ 1,843.75

Yarrow Point Invoice Detail
October 2018

Stacia K. Schroeder
Northwest Civil Solutions, LLC
14251 131st Avenue NE Kirkland, WA 98034
EIN: 26-4149507 UBI: 602-884-283

Activity Type: Pre-Applications						
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Pre-application	Ross; 4000 94th Ave NE	-	0.00	\$ 125.00	\$ -
Activity Subtotal for Pre-Applications				0.00	\$ 125.00	\$ -

Activity Type: Plan Review (Boundary Line Adjustment/ Short Plat)						
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Plan Review	-	-	0.00	\$ 125.00	\$ -
Activity Subtotal for Plan Review				0.00	\$ 125.00	\$ -

Activity Type: Plan Review/ Inspection - Site Development Permit						
Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
10/3/18	Inspection	BDR; 4039 95th Ave NE	On-site for TESC inspection; coord w/ site super - Michael Waters for corrections needed	4000	\$ 125.00	\$ 62.50
10/4/18	Inspection	BDR; 4201 95th Ave NE	On-site for storm inspection	4000	\$ 125.00	\$ 93.75
10/4/18	Plan Review	Canlis; 4605 95th Ave NE	Reviewed and approve revised site plan; coord w/ staff and applicant	4000	\$ 125.00	\$ 125.00
10/10/18	Inspection	Chinn; 9001 NE 37th Place	On-site for partial storm drainage inspection	4000	\$ 125.00	\$ 93.75
10/11/18	Plan Review	Morrow; 4427 91st Ave NE	Mtg at Town Hall w/ Mona and Ted - Seaborn Contractor Re: need for Site Development permit after the fact	4000	\$ 125.00	\$ 93.75
10/16/18	Inspection	BDR; 4039 95th Ave NE	On-site for storm inspection	4000	\$ 125.00	\$ 93.75
10/17/18	Inspection	Zhu & Han; 4208 94th Ave NE	On-site to investigate complaint Re: concrete washout spill; review ERTS; coord w/ DOE investigator, Steve Wilcox, and local resident	4000	\$ 125.00	\$ 93.75
10/18/18	Inspection	Canlis; 4605 95th Ave NE	On-site to answer contractor questions Re: design and lake outlet	4000	\$ 125.00	\$ 93.75
10/19/18	Plan Review	Morrow; 4427 91st Ave NE	Preliminary review of permit; coord w/ staff for status of project and site visit for final	4000	\$ 125.00	\$ 31.25
10/19/18	Plan Review	CKK Investments; 4638 95th Ave NE	Review building permit Re: dock repair for site development impacts	4000	\$ 125.00	\$ 31.25

Yarrow Point Invoice Detail

October 2018

Stacia K. Schroeder
 Northwest Civil Solutions, LLC
 14251 131st Avenue NE Kirkland, WA 98034
 EIN: 26-4149507 UBI: 602-884-283

10/19/18	Plan Review	Network Solutions; 9200 NE 32nd St	Review building permit Re: cell upgrades for site development impacts	18-7889	4000	0.25	\$	125.00	\$	31.25	
10/22/18	Inspection	Overbrook; 9218 NE 38th	On-site for final	16-6562	4000	0.75	\$	125.00	\$	93.75	
10/22/18	Inspection	BDR; 4039 95th Ave NE	On-site for storm inspection	17-6693	4000	0.75	\$	125.00	\$	93.75	
10/22/18	Inspection	Teo; 9114 NE 32nd Street	On-site for storm inspection	17-6648	4000	0.75	\$	125.00	\$	93.75	
10/23/18	Inspection	Chinn; 9001 NE 37th Place	On-site mtg w/ Dennis Chinn Re: removal of broken tree branch	18-7813	4000	0.75	\$	125.00	\$	93.75	
10/23/18	Inspection	Morrow; 4427 91st Ave NE	Mtg on-site for final w/ Town staff - Mona and Steve; approve and closeout permit; coord w/ Austen	18-7897	4000	1.00	\$	125.00	\$	125.00	
Activity Subtotal for Plan Review - Site Development Permit											
							10.75	\$	125.00	\$	1,343.75

Yarrow Point Invoice Detail

October 2018

Stacia K. Schroeder
 Northwest Civil Solutions, LLC
 14251 131st Avenue NE Kirkland, WA 98034
 EIN: 26-4149507 UBI: 602-884-283

Activity Type: Permit Review/Inspection - Right of Way Use Permit(s)						
Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
10/3/18	Inspection	Teo; 9114 NE 32nd Street	Answer questions from Dave Teo	0.75	\$ 125.00	\$ 93.75
10/4/18	Plan Review	PSE Infrastource; 3835 95th Ave NE	Plan review and approval	0.75	\$ 125.00	\$ 93.75
10/4/18	Plan Review	BDR; 4039 95th Ave NE	Plan review and approval	0.75	\$ 125.00	\$ 93.75
10/15/18	Inspection	Teo; 9114 NE 32nd Street	Impromptu mtg at Town hall Re: right-of-way permits and restoration for underground all utilities and installing water meter	0.50	\$ 125.00	\$ 62.50
10/19/18	Plan Review	PSE Poteico; 9114 NE 32nd St	Plan review and approval	0.75	\$ 125.00	\$ 93.75
Activity Subtotal for Permit Review/Inspection - Right of Way Use Permit(s)				3.50	\$ 125.00	\$ 437.50

Activity Total for Pre-apps/Plan Reviews/ Permits/ Inspections				14.25	\$ 125.00	\$ 1,781.25
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Yarrow Point Invoice Detail
October 2018

Stacia K. Schroeder
 Northwest Civil Solutions, LLC
 14251 131st Avenue NE Kirkland, WA 98034
 EIN: 26-4149507 UBI: 602-884-283

FUND: Unknown		Activity Type: General Administration		Invoice Code: Unknown		
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
10/2/18	Administration	Town of Yarrow Point	Attend Park Board Mtg for playground update and sally's alley sign placement	2.50	\$ 125.00	\$ 312.50
10/3/18	Administration	Town of Yarrow Point	Prepare status reports for council meeting; return signed KCFCDC agreement	1.25	\$ 125.00	\$ 156.25
10/3/18	Administration	Town of Yarrow Point	Verify striping project was completed and coord w/ Clyde Hill police Re: car parked in middle of 94th Ave NE overnight	0.50	\$ 125.00	\$ 62.50
10/10/18	Administration	Town of Yarrow Point	Review phone calls and texts from resident Re: 9218 NE 38th Street paving activities; site visit and response	0.75	\$ 125.00	\$ 93.75
10/11/18	Administration	Town of Yarrow Point	Attend staff meeting; coord w/ Mayor Re: Sally's Alley signs and utility locates	2.00	\$ 125.00	\$ 250.00
10/12/18	Administration	Town of Yarrow Point	Review 95th Ave NE overlay estimate and send to Mayor Cahill for review and inclusion in the budget	0.75	\$ 125.00	\$ 93.75
10/12/18	Administration	Town of Yarrow Point	Impromptu mtg at Town Hall w/ resident - Buchanan Re: vegetation removal notice	0.75	\$ 125.00	\$ 93.75
10/12/18	Administration	Town of Yarrow Point	Impromptu mtg at Town Hall w/ resident - Jack Gayle Re: hedges;	0.50	\$ 125.00	\$ 62.50
10/12/18	Administration	Town of Yarrow Point	Mtg on-site w/ resident - Carol Purvis, Mayor, and Istvan Re: placement of Sally's Alley sign	0.75	\$ 125.00	\$ 93.75
10/16/18	Administration	Town of Yarrow Point	Discuss 95th paving quote w/ Mayor Cahill	0.25	\$ 125.00	\$ 31.25
10/16/18	Administration	Town of Yarrow Point	Followup mtg w/ resident - Buchanan Re: extents of vegetation removal at the corner of 95th and NE 40th; second mtg in afternoon to answer questions	1.25	\$ 125.00	\$ 156.25
10/17/18	Administration	Town of Yarrow Point	Create concrete washout log for inclusion into building permit documents; coord w/ staff for review	1.25	\$ 125.00	\$ 156.25
10/19/18	Administration	Town of Yarrow Point	Review Concrete Delivery Log for building permit package and return comments to Austen	0.25	\$ 125.00	\$ 31.25
10/22/18	Administration	Town of Yarrow Point	Impromptu questions from resident Re: original grade east of 95th Ave	0.50	\$ 125.00	\$ 62.50
10/31/18	Administration	Town of Yarrow Point	Send signed contract for sign maintenance and sally's alley install to Asari; call to coordinate	0.50	\$ 125.00	\$ 62.50
10/31/18	Administration	Town of Yarrow Point	Prepare playground material for upcoming council meeting; coord w/ John McGlenn, Mayor, and Clerk	2.75	\$ 125.00	\$ 343.75
Activity Subtotal for General Administration				16.50	\$ 125.00	\$ 2,062.50

Yarrow Point Invoice Detail

October 2018

Stacia K. Schroeder
Northwest Civil Solutions, LLC
14251 131st Avenue NE Kirkland, WA 98034
EIN: 26-4149507 UBI: 602-884-283

TOWN REIMBURSED ACTIVITIES

Activity Total for Capital Improvement Projects	14.75	\$125.00	\$1,843.75
Activity Total for Applicant - Pre-apps/Plan Reviews/ Permits/ Inspections	14.25	125.00	\$1,781.25
Activity Total for Reimbursed Categories	29.00	125.00	\$3,625.00

TOWN GENERAL ADMINISTRATION ACTIVITIES

Activity Total for General Administration	16.50	\$125.00	\$2,062.50
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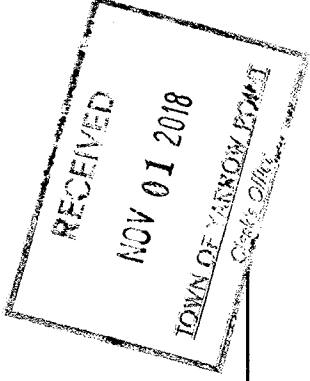
TOWN TOTAL FOR ALL ACTIVITIES

	45.50	\$	125.00	\$5,687.50
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Yarrow Point Building Official and Administration Services Invoice
October 2018

Steven R. Wilcox
Municipal Permit Services, LLC
109 NW 112th, NW Seattle, WA 98177

EIN: 77-0688460 UBI: 602719863



Activity Type:	Building Official	(104 000 000 559 60 48 00)			Travel Time (Round Trip)	Permit #	Permit Type	Description of Work	Name	Town of Yarrow Point	Hours	Rate	Mileage (Round Trip at .545/mile)	Total Charge
10/11/18	Administration		N/A	N/A	1.25	0.00	\$125.00	6.00	\$ 3.27	\$ 159.52				
10/22/18	Administration		N/A	N/A	1.50	0.00	\$125.00	0.00	\$ -	\$ 187.50				
10/26/18	Code Enforcement		N/A	N/A	1.00	0.00	\$125.00	6.00	\$ 3.27	\$ 128.27				
10/31/18	Administration		N/A	N/A	1.75	0.00	\$125.00	6.00	\$ 3.27	\$ 222.02				
Activity Total for Building Official (104 000 000 559 60 48 00)														
Activity Type:	Inspections		5.50	0.00	18.00	\$ 9.81	\$ 697.31							

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Travel Time (Round Trip)	Charge	Mileage (Round Trip at .545/mile)	Total Charge
10/3/18	Inspection	Scott; 9042 NE 34th St.	Mechanical final. HWT. Close out	Mechanical	17-6630	0.50	0.00	\$125.00	6.00	\$ 65.77
10/4/18	Inspection	BDR Yarrow Point, LLC (North lot); 4201 95th Ave. NE	Roof drainage at building permitter	Building	17-7725	0.50	0.00	\$125.00	3.00	\$ 64.14
10/4/18	Inspection	Sutherland; 4680 95th Ave. NE	GWB	Building	18-7824	0.50	0.00	\$125.00	3.00	\$ 64.14
10/4/18	Inspection	Sutherland; 4680 95th Ave. NE	Partial plumbing. DWV	Plumbing	18-7892	0.50	0.00	\$125.00	0.00	\$ 62.50
10/10/18	Inspection	Chinn; 9001 NE 37th Pl.	Underground plumbing. DWV and service with test	Plumbing	18-7896	0.50	0.00	\$125.00	6.00	\$ 65.77
10/11/18	Inspection	Shen; 4408 92nd Ave. NE	Rough plumbing	Plumbing	18-7860	1.25	0.00	\$125.00	6.00	\$ 159.52
10/12/18	Inspection	Evergreen Point Properties, LLC; 9218 NE 38th St.	Final mechanical. Close out	Mechanical	17-7716	1.00	0.00	\$125.00	6.00	\$ 128.27
10/16/18	Inspection	Dreizin; 8926 NE 33rd St.	Partial foundation walls.	Building	17-6614	1.50	0.00	\$125.00	3.00	\$ 189.14

10/16/18	Inspection	BDR Yarrow Point VII, LLC (South lot); 4039 95th Ave. NE	Roof drainage at building perimeter	Building	18-6679	0.50	0.00	\$ 125.00	3.00	1.64	\$ 64.14
10/17/18	Inspection	Hsing; 4241 91st Ave. NE	Gas piping on test	Plumbing	18-7888	0.75	0.00	\$ 125.00	6.00	3.27	\$ 97.02
10/23/18	Inspection	Evergreen Point Properties, LLC; 9218 NE 38th St.	Final building. Failed	Building	17-6565	0.50	0.00	\$ 125.00	3.00	1.64	\$ 64.14
10/23/18	Inspection	Evergreen Point Properties, LLC; Clapp; 4427 91st. PINE	Final gas piping. Close out.	Plumbing	17-7742	0.50	0.00	\$ 125.00	0.00	0.00	\$ 62.50
10/23/18	Inspection	Evergreen Point Properties, LLC; Clapp; 4427 91st. PINE	Site Development final. With Town Engineer	Site Development	18-7897	0.50	0.00	\$ 125.00	3.00	1.64	\$ 64.14
10/24/18	Inspection	Evergreen Point Properties, LLC; 9218 NE 38th St.	Final building. Approved. Close out. CO required	Close Building	17-6565	1.00	0.00	\$ 125.00	6.00	3.27	\$ 128.27
10/26/18	Inspection	Canlis; 4605 91st Ave. NE	Partial service water connection. At meter only	Plumbing	18-7808	0.50	0.00	\$ 125.00	6.00	3.27	\$ 65.77

Activity Total for Inspections (104 000 000 559 60 41 00) **10.50 0.00 \$ 125.00 60.00 \$ 32.70 \$ 1,345.20**

1345.23

Plan Review

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Charge	(Round Trip at	Mileage	Total Charge
10/3/18	Plan Review	Aizat; 9075 NE 40th Pl.	Vehicle access gate	Building	18-7886	1	\$ 125.00	0.00	0	\$ 125.00
10/8/18	Plan Review	Hsing; 4241 91st Ave. NE	Mechanical. New mechanical systems for existing house	Mechanical	18-7888	3	\$ 125.00	0.00	0	\$ 375.00
10/18/18	Plan Review	CKK Investment/Bushn	Pier repair	Building	18-7898	1	\$ 125.00	0.00	0	\$ 125.00
10/18/18	Plan Review	Chinn; 9001 NE 37th St.	Addition and alteration	Building	18-7875	6	\$ 125.00	0.00	0	\$ 750.00
10/18/18	Plan Review	AT&T; NE 33rd and 932nd Ave.	Modification to existing wireless facility	Building	18-7889	0.75	\$ 125.00	0.00	0	\$ 93.75
10/29/18	Plan Review	Canlis; 4605 91st Ave. NE	Structural and architectural revisions	Building	18-7808	2.5	\$ 125.00	0.00	0	\$ 312.50

Activity Total for Plan Review (104 000 000 559 69 49 00) **14.25 \$ 125.00 \$ 1,781.25**

Administrative Services

Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
	Administrative Services		Invoice preparation	0.00	\$35.00	\$0.00

Activity Total for Administrative Services **\$0.00**

Activity Type:

\$0.00

Activity Total for Administrative Services (no account number assigned)

TOTAL \$ ~~3,823.76~~

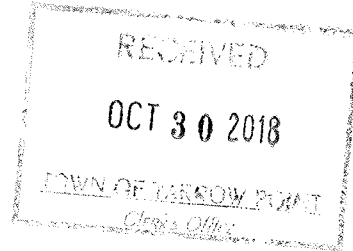
3823.79

Note: This invoice reflects 2018 IRS mileage rate of 54.5 cents/mile

SCOTT M. MISSALL
206.515.2241
smissall@omwlaw.com

October 25, 2018

Bonnie Ritter
Clerk Treasurer
Town of Yarrow Point
4030 95th Ave. N.E.
Yarrow Point, WA 98004



Re: Legal Services; Monthly Invoice

Dear Bonnie:

This letter transmits our invoices for work performed in the month of September. The total amount for new work performed is \$3,638.15, covering work in the specific matters referenced below. There are no unpaid balances. You will find a remittance form on the last page of each matter, but you may send a single check for the total amount.

Matter 1 (Clerk/Treasurer) concerned advice on special meetings. Matter 2 (Contracts) related to a King County grant. Matter 3 (Council) concerned attendance at the Council meeting and follow up. Matter 4 (Land Use) related to work on hedges and code enforcement project. Matter 5 (Mayor) concerned management and coordination of the Town's work. Matter 6 (MCI Franchise) related to 5G wireless issues.

Please let me know if you have any questions, and thank you for seeking our assistance.

Sincerely,

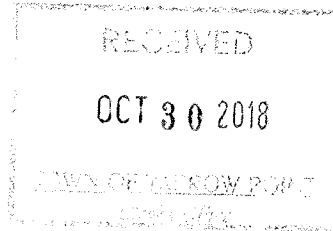
OGDEN MURPHY WALLACE, P.L.L.C.

Scott M. Missall, Town Attorney

SXM:ixs
Enclosures

October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004



Invoice No. 817644
Client No. 05716
Matter No. 000001
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: Clerk/Treasurer

Professional Services	\$ 32.50
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 32.50

Client No. 05716
Matter No. 000001

October 24, 2018
Invoice No. 817644

PROFESSIONAL SERVICES

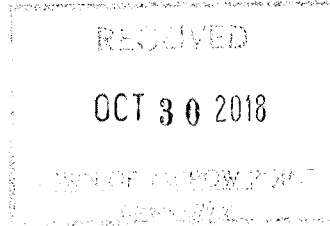
Date	Atty	Description of Service	Hours	Amount
9/14/18	SXM	Emails regarding PC special meeting requirements	.10	32.50
TOTAL PROFESSIONAL SERVICES				\$ 32.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	.10	32.50
TOTALS			.10	\$ 32.50

TOTAL THIS INVOICE **\$ 32.50**

October 24, 2018



Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817644
Client No. 05716
Matter No. 000001
Billing Attorney: SXM

REMITTANCE ADVICE

RE: Clerk/Treasurer

BALANCE DUE THIS INVOICE

\$ 32.50

Please return this page with payment to:

OGDEN MURPHY WALLACE, P.L.L.C.
ATTN: Accounting
901 Fifth Avenue, Suite 3500
Seattle, WA 98164-2008
Tel: 206.447.7000

FED ID: 91-0344327

DUE UPON RECEIPT

Thank you!
Your business is greatly appreciated.

THIS INVOICE MAY NOT INCLUDE COSTS ADVANCED WHICH ARE STILL IN PROCESS.
INTEREST WILL BE CHARGED AT 1.0% PER MONTH ON ACCOUNTS UNPAID 30 DAYS AFTER THE DATE OF THE INVOICE.



OGDEN MURPHY WALLACE, PLLC
901 FIFTH AVENUE, SUITE 3500
SEATTLE, WA 98164-2008

T 206.447.7000
F 206.447.0215

OMWLAW.COM

October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817645
Client No. 05716
Matter No. 000002
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: Contracts

Professional Services	\$ 293.25
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 293.25

OGDEN MURPHY WALLACE, P.L.L.C.

Client No. 05716
Matter No. 000002

October 24, 2018
Invoice No. 817645

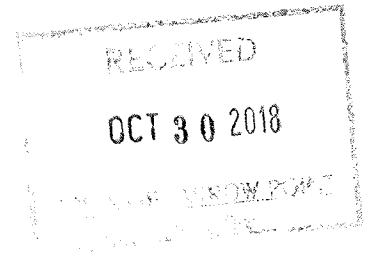
PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
9/27/18	EFM	Review King County Flood Grant Agreement	1.50	293.25
TOTAL PROFESSIONAL SERVICES				\$ 293.25

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Miner, Emily	EFM	195.50	1.50	293.25
TOTALS			1.50	\$ 293.25

TOTAL THIS INVOICE **\$ 293.25**





OGDEN MURPHY WALLACE, PLLC
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October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817645
Client No. 05716
Matter No. 000002
Billing Attorney: SXM

REMITTANCE ADVICE

RE: Contracts

BALANCE DUE THIS INVOICE

\$ 293.25

Please return this page with payment to:

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ATTN: Accounting
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Seattle, WA 98164-2008
Tel: 206.447.7000

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DUE UPON RECEIPT

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October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

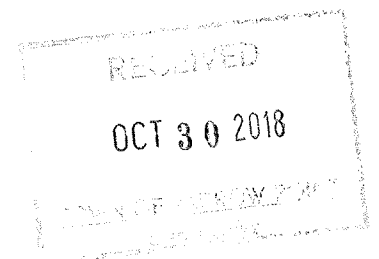
Invoice No. 817646
Client No. 05716
Matter No. 000003
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: Council

Professional Services	\$ 1,055.70
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 1,055.70



OGDEN MURPHY WALLACE, P.L.L.C.

Client No. 05716
Matter No. 000003

October 24, 2018
Invoice No. 817646

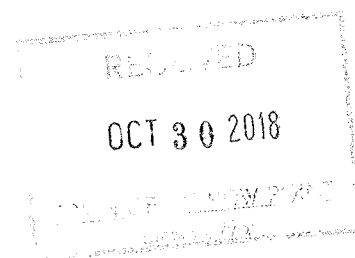
PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
9/11/18	EFM	Prepare for and attend Town Council Meeting	4.80	938.40
9/12/18	EFM	Draft council meeting recap memorandum	.60	117.30
TOTAL PROFESSIONAL SERVICES				\$ 1,055.70

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Miner, Emily	EFM	195.50	5.40	1,055.70
TOTALS			5.40	\$ 1,055.70

TOTAL THIS INVOICE **\$ 1,055.70**





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901 FIFTH AVENUE, SUITE 3500
SEATTLE, WA 98164-2008

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October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817646
Client No. 05716
Matter No. 000003
Billing Attorney: SXM

REMITTANCE ADVICE

RE: Council

BALANCE DUE THIS INVOICE

\$ 1,055.70

Please return this page with payment to:

OGDEN MURPHY WALLACE, P.L.L.C.
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Seattle, WA 98164-2008
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FED ID: 91-0344327

DUE UPON RECEIPT

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October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

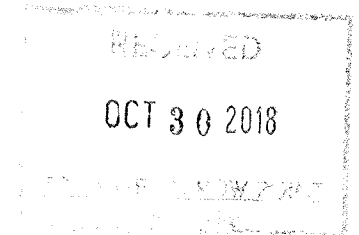
Invoice No. 817647
Client No. 05716
Matter No. 000004
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: Land Use

Professional Services	\$ 1,502.10
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 1,502.10



Client No. 05716
 Matter No. 000004

October 24, 2018
 Invoice No. 817647

PROFESSIONAL SERVICES

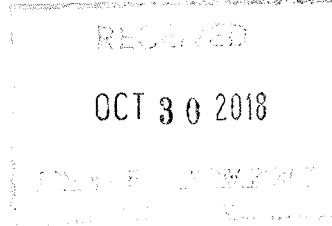
Date	Atty	Description of Service	Hours	Amount
9/13/18	SXM	Review emails regarding hedge issues and sewer spill	.10	32.50
9/17/18	SXM	Emails with S. Wilcox and Mayor regarding hedge discussion	.10	32.50
9/20/18	SXM	Assemble and review hedge materials; Meet with Mayor and S. Wilcox at Yarrow to discuss hedge enforcement issues and strategies	2.30	747.50
9/20/18	EFM	Revise draft code enforcement chapter	.90	175.95
9/21/18	SXM	Confer with E. Miner regarding hedge enforcement and status of code enforcement project	.30	97.50
9/26/18	SXM	Review and respond to emails regarding MCI franchise and hedge violation NOV; Review and begin edits to Construction Enforcement draft chapter	.90	292.50
9/27/18	SXM	Confer with E. Miner regarding status of code enforcement chapter	.20	65.00
9/28/18	EFM	Revise code enforcement flow chart	.30	58.65
TOTAL PROFESSIONAL SERVICES				\$ 1,502.10

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	3.90	1,267.50
Miner, Emily	EFM	195.50	1.20	234.60
TOTALS			5.10	\$ 1,502.10

TOTAL THIS INVOICE \$ 1,502.10

October 24, 2018



Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817647
Client No. 05716
Matter No. 000004
Billing Attorney: SXM

REMITTANCE ADVICE

RE: Land Use

BALANCE DUE THIS INVOICE

\$ 1,502.10

Please return this page with payment to:

OGDEN MURPHY WALLACE, P.L.L.C.
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Seattle, WA 98164-2008
Tel: 206.447.7000

FED ID: 91-0344327

DUE UPON RECEIPT

Thank you!
Your business is greatly appreciated.

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October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

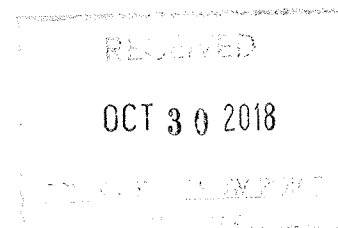
Invoice No. 817648
Client No. 05716
Matter No. 000005
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: Mayor / Executive

Professional Services	\$ 364.60
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 364.60



October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

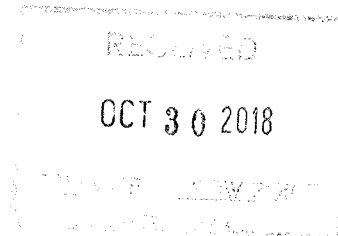
Invoice No. 817749
Client No. 05716
Matter No. 000006
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through September 30, 2018:

RE: MCI Metro Franchise

Professional Services	\$ 390.00
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 390.00



Client No. 05716
 Matter No. 000006

October 24, 2018
 Invoice No. 817749

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
9/13/18	SXM	Review emails regarding fiber optic issues; Confer with E. Miner regarding same	.20	65.00
9/14/18	EFM	Review email communications between M. Green and J. Wallace; Review code provisions related to wireless and wireline facilities; Draft email to D. Cahill regarding same	.90	202.50
9/17/18	SXM	Review emails regarding MCI Fiber franchise	.10	32.50
9/20/18	EFM	Email D. Cahill regarding MCI Metro timeline; Review Yarrow Point franchise application process	.40	90.00
TOTAL PROFESSIONAL SERVICES				\$ 390.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	.30	97.50
Miner, Emily	EFM	225.00	1.30	292.50
TOTALS			1.60	\$ 390.00

TOTAL THIS INVOICE \$ 390.00



OGDEN MURPHY WALLACE, PLLC
901 FIFTH AVENUE, SUITE 3500
SEATTLE, WA 98164-2008

T 206.447.7000
F 206.447.0215

OMWLAW.COM

October 24, 2018

Town of Yarrow Point
Attn: Richard Cahill, Mayor
4030 95th Ave. NE
Yarrow Point, WA 98004

Invoice No. 817749
Client No. 05716
Matter No. 000006
Billing Attorney: SXM

REMITTANCE ADVICE

RE: MCI Metro Franchise

BALANCE DUE THIS INVOICE

\$ 390.00

Please return this page with payment to:

OGDEN MURPHY WALLACE, P.L.L.C.
ATTN: Accounting
901 Fifth Avenue, Suite 3500
Seattle, WA 98164-2008
Tel: 206.447.7000

FED ID: 91-0344327

DUE UPON RECEIPT

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STAFF REPORTS

1. Engineer Reports
 - A. NE 42nd St. Stormwater Upsizing Project
 - B. Stormwater Management Plan Update
2. Police Reports
3. Fire/EMS Report



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
11/13/18	NE 42 nd St Stormwater Upsizing Project	Stacia Schroeder

STATUS SUMMARY

A Request for Qualifications (RFQ) was posted for the Town's NE 42nd Street Stormwater Upsizing Project on October 1st, 2018. Under WA State law (RCW 39.80), the RFQ is the first step to getting an engineer on board. Two (2) proposals were received on November 8th:

- ESM Consulting Engineer, LLC
- Gray & Osborne, Inc.

An evaluation committee, comprised of the Town Engineer, the Mayor, and a Councilmember will review the RFQ's in November. Collectively we will choose one (1) firm by December 3rd, 2018. Town staff will work with this firm during the month of December to create a well-defined scope of work, a schedule, and an estimate. The firm's official proposal should be available for the January council meeting.

PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
RFQ	100	October 2018	Stacia Schroeder	2 RFQ's rec'd 11/8 @ 10am
TYP Chooses Engineering Firm	0	November 2018	Evaluation Committee	
Scope of Work/ Design Proposal	0	December 2018	Stacia Schroeder	
Town Review/ Approval	0	January 2019	Town Council	

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Stormwater Design (2019)	\$30,000	\$0		CIP S-1: Design
Construction (2020: Stormwater plus Overlay)	\$480,000	\$0		CIP S-2: Construction CIP ½T-3: Overlay

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE
2019 Budget Discussion: Town Council will discuss including the NE 42 nd St & 91 st Ave UGC with the NE 42 nd Street Stormwater Project	CIP U-1: Design \$40,000 CIP U-2 & ½T-3: Construction \$470,000	11/13/18

CONCLUSIONS/NEXT STEPS

- 1.) The Town received 2 RFQ's on 11/8/18. The evaluation meeting is scheduled for November.



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
11/13/18	Stormwater Management Plan Update	Stacia Schroeder

STATUS SUMMARY

A Request for Qualifications (RFQ) was posted for the Town's Stormwater Management Plan (SWMP) update on October 1st, 2018. Under WA State law (RCW 39.80), the RFQ is the first step to getting an engineer on board. Three (3) proposals for the SWMP update were received November 8th, 2018:

- ESM Consulting Engineers, LLC
- Gray & Osborne, Inc.
- PACE Engineers, Inc

An evaluation committee, comprised of the Town Engineer, the Mayor, and at least one (1) Stormwater Utility member, will review the RFQ's on November 15th, 2018. Collectively we will choose one (1) firm by December 3rd, 2018. Town staff will work with this firm during the month of December to create a well-defined scope of work, a schedule, and an estimate. The firm's official proposal should be available for the January council meeting.

PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
RFQ	100	October 2018	Stacia Schroeder	3 RFQ's rec'd 11/8 @ 10am
TYP Chooses Engineering Firm	0	November 2018	Evaluation Committee	
Scope of Work/ Design Proposal	0	December 2018	Stacia Schroeder/ Mayor Cahill	
Town Review	0	January 2019	Stormwater Utility/ Town Council	

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Updated SWMP	\$80,000	\$0		Preliminary Engineer's Estimate for 2019

RISK AND ISSUE HISTORY

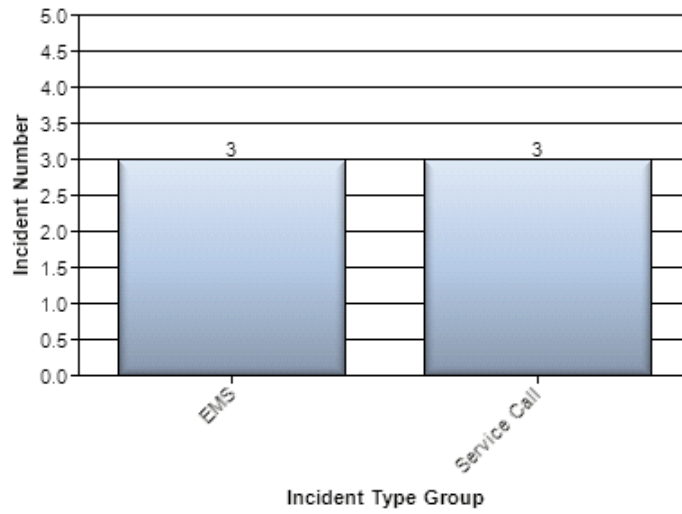
ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS

- 1.) The Town received 3 RFQ's on 11/8/18. The evaluation meeting is scheduled for 11/15/18.

Incident Date between 2018-10-01 and 2018-10-31
City equal to Yarrow Point

Incident Type Group	Incident Count
EMS	3
Service Call	3



**Business of The Town Council
Town of Yarrow Point, WA**

Agenda Bill 18-32
November 13, 2018

Morningside Park Children's Play Area Capital Improvement Project Bids	Proposed Council Action: For Acceptance & Authorization
---	---

Presented by:	Town Engineer
Exhibits	1. Updated Status Report 2. Certified Bid Results 3. Contractor Selection Criteria Memo prepared by Town Engineer 4. Yarrow Point Mandatory Bidder Responsibility Checklist 5. Contract Acceptance Letter for Mandatory and Supplemental Criteria

Summary:

At the direction of Council, the Town has moved to re-bid the Morningside Park Children's Play Area Project. Project bids were opened at 10 a.m. on Thursday, October 18th. The following two bids were submitted to the Town:

- | | |
|---|---------------------|
| 1. K-A General Construction Contractor, LLC | \$163,704.06 |
| 2. Native Green Landscapes | \$179,976.50 |

Recommended Action if project is approved by Council:
Move to: Accept Low Bidder, K-A General Construction, and Authorize Mayor to enter into contract with K-A General Construction for the Morningside Park Children's Play Area Project.



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
11/13/18	Town Hall Playground	Stacia Schroeder

STATUS SUMMARY

The playground project was re-bid on September 7th, 2018, using the MRSC Small Works Roster. The updated bidding documents were available through the Builder's Exchange website www.bxwa.com and a pre-bid meeting was held on-site Tuesday, September 18, 2018, at 10:00am which three (3) firms attended. Bids were due back on Thursday, October 18, 2018, at 10:00am.

The Town received two (2) bids: K-A General Construction and Native Green Landscapes. Within a few days after the bid opening I certified the bids received, evaluated the low bidder, and distributed the information to staff. The project will be presented to the Town Council for approval and the staff, landscape architect, park board, and contractor will be at the meeting to answer any questions.

PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Prepare Final Bid Documents	100	June 2018	Linda Osborn	
Bid Package	100	September 2018	Stacia Schroeder	Bids due 10/18 @ 10am
Present to Council	0	November 2018	Stacia Schroeder	

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Landscape Architect Services – Schematic Design	\$10,517	\$10,517	100% Complete	
Design Services - SEPA/ Soils Report/ Staff Review/ Project Mngmt	\$21,800	\$21,800	100% Complete	
Landscape Architect Services – Bid Documents	\$35,922	\$35,922	100% Complete	Deliverable: Plans and Specifications
Construction Budget: Town Provided Equipment	\$45,600	\$0	Yes	
Construction Budget: Includes Project Management & Construction Support	\$151,600	\$0	Includes 20% contingency	Refer to Linda – Osborn Pacific's estimate 6/12/18

RISK AND ISSUE HISTORY

ISSUE	STATUS	COMMENT
Contractor's estimate for construction work is 40% higher than the Town's budget	\$116,606.60 vs \$163,704.06	Increase of \$47,097.46
If project proceeds, original construction budget above would increase by similar amount (including 20% contingency)	\$151,600 vs \$208,116.95	Increase of 1.2 * \$47,097.46
Town's Budget was preliminarily increased to account for potential award	\$208,116.95 +\$45,600.00	Increased to \$260,000 (vs \$200,000)

CONCLUSIONS/NEXT STEPS

- 1.) Assuming acceptance of the low bidder, Town staff will work directly with the Contractor to:
 - a. Order the playground equipment (mid-November)
 - b. Start the project (mid- January)

TOWN OF YARROW POINT

Town Contract No. : Morningside Park Children's Play Area

Ad Date: 09/07/18

Bid Due Date: 10/18/18

PG. 1 of 1

Item No.	Item Description	Quantity	Units	Engineer's Estimate		1		2	
				Unit Cost	Total Cost	K-A General Construction		Native Green Landscapes	
						Unit Cost	Total Cost	Unit Cost	Total Cost
1	Mobilization (not to exceed 5% of total base bid, less tax)	1	LS	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00
2	Site Clearing, grubbing, and hauling	1	LS	\$5,528.00	\$5,528.00	\$6,000.00	\$6,000.00	\$3,200.00	\$3,200.00
3	TESC	1	LS	\$300.00	\$300.00	\$5,000.00	\$5,000.00	\$2,700.00	\$2,700.00
4	Earth moved on-site, placed, and compacted	1	LS	\$240.00	\$240.00	\$5,000.00	\$5,000.00	\$3,300.00	\$3,300.00
5	Fill imported from off site, placed, and compacted	1	LS	\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00	\$4,300.00	\$4,300.00
6	On-site storm drainage system	1	LS	\$1,913.00	\$1,913.00	\$5,000.00	\$5,000.00	\$4,700.00	\$4,700.00
7	Provide and place sand surfacing	1	LS	\$1,034.00	\$1,034.00	\$3,000.00	\$3,000.00	\$800.00	\$800.00
8	Provide and place/ engineer wood fiber	1	LS	\$3,237.00	\$3,237.00	\$7,000.00	\$7,000.00	\$4,700.00	\$4,700.00
9	Provide and place geotextile fabric underlayment	1	LS	\$2,107.00	\$2,107.00	\$3,500.00	\$3,500.00	\$400.00	\$400.00
10	Provide and spread topsoil	1	LS	\$864.00	\$864.00	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00
11	Provide and spread bark mulch	1	LS	\$342.00	\$342.00	\$3,000.00	\$3,000.00	\$1,760.00	\$1,760.00
12	Provide and place/ restore gravel path	1	LS	\$664.00	\$664.00	\$2,000.00	\$2,000.00	\$770.00	\$770.00
13	Provide and install concrete walks, accessible ramps, and stairs	1	LS	\$7,913.00	\$7,913.00	\$7,000.00	\$7,000.00	\$17,130.00	\$17,130.00
14	Provide and install hand rail	1	LS	\$3,174.00	\$3,174.00	\$3,000.00	\$3,000.00	\$4,575.00	\$4,575.00
15	Provide and install timber edging, timber steps, and horizontal log/boulder borders	1	LS	\$3,544.00	\$3,544.00	\$3,000.00	\$3,000.00	\$6,250.00	\$6,250.00
16	Provide and install vertical log border	1	LS	\$397.00	\$397.00	\$2,000.00	\$2,000.00	\$3,570.00	\$3,570.00
17	Install Driftbenge Climber and Log Tunnel	1	LS	\$791.00	\$791.00	\$898.11	\$898.11	\$2,600.00	\$2,600.00
18	Provide and Install swing, nest swing, embankment slide, stepping rounds, bench, wear mats, picnic table	1	LS	\$34,062.00	\$34,062.00	\$35,437.00	\$35,437.00	\$40,530.00	\$40,530.00
19	Farm Pump Platform	1	LS	\$1,200.00	\$1,200.00	\$6,500.00	\$6,500.00	\$3,200.00	\$3,200.00
20	Provide and install farm pump, including plumbing	1	LS	\$12,614.00	\$12,614.00	\$6,500.00	\$6,500.00	\$9,780.00	\$9,780.00
21	Provide and install boulder climbers	1	LS	\$396.00	\$396.00	\$2,500.00	\$2,500.00	\$4,700.00	\$4,700.00
22	Provide and install miscellaneous Landscape boulders	1	LS	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00
23	Provide and install loose wood construction area tripod	1	LS	\$500.00	\$500.00	\$800.00	\$800.00	\$2,200.00	\$2,200.00
24	Construct Rockery	1	LS	\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00	\$2,250.00	\$2,250.00
25	Construct Chain Link Fence and double swing gate	1	LS	\$2,700.00	\$2,700.00	\$2,200.00	\$2,200.00	\$2,500.00	\$2,500.00
26	Landscaping	1	LS	\$3,060.00	\$3,060.00	\$2,500.00	\$2,500.00	\$5,900.00	\$5,900.00
27	Lawn (restored)	1	LS	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00
28	Salvage, restore, re-install memorial benches/ table including new concrete pad	1	LS	\$1,152.00	\$1,152.00	\$1,200.00	\$1,200.00	\$2,400.00	\$2,400.00
29	Locate, cap, and salvage heads from existing irrigation system	1	LS	\$400.00	\$400.00	\$1,200.00	\$1,200.00	\$500.00	\$500.00
30	Install Signs (Vendor is supplying signs free of charge)	1	LS	\$74.00	\$74.00	\$500.00	\$500.00	\$500.00	\$500.00
31	Salvage and place existing trash receptacle	1	LS	\$200.00	\$200.00	\$500.00	\$500.00	\$500.00	\$500.00
32	Project Closeout (not less than 5% of the project)	1	LS	\$5,100.00	\$5,100.00	\$7,086.76	\$7,086.76	\$17,000.00	\$17,000.00
					\$106,006.00		\$148,821.87		\$163,615.00
				10% Sales Tax	\$10,600.60	10% Sales Tax	\$14,882.19	10% Sales Tax	\$16,361.50
Totals					\$116,606.60		\$163,704.06		\$179,976.50

Percent Difference from Engineer's Estimate:

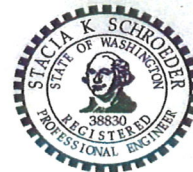
40.4%

54.3%

I hereby certify that the bids presented in this bid tabulation represent all bids received and that all units and extensions have been reviewed and are correct.



4030 95th Ave NE
Yarrow Point, Washington 98004
425.454.6899



10/19/2018
Stacia K. Schroeder, PE

TOWN OF YARROW POINT

Town Contract No. : Morningside Park Children's Play Area

Ad Date: 09/07/18

Bid Due Date: 10/18/2018

Bidder No.	Contractor	Bid Amount	Proposal Form	Bid Schedule/ Certification of Receipt of Addenda	Deposit or Bid Bond Form	Statement of Bidder's Qualifications	List of Subcontractors	Non-Collusion Certification	Indemnification Addendum	Certification of Non-Segregated Facilities	Anti-Discrimination Certificate
1	K-A General Construction Contractor, LLC PO Box 2304 Woodinville, WA 98072 Phone: (206) 253-2727 Contact Kal Brar Email: kagcco@gmail.com	\$163,704.06	X	X	X	X	X	X	X	X	X
2	Native Green Landscapes PO Box 4109 WA 98009 (425) 481-6889 Contact Nate Korcek nativegreenlandscapes@gmail.com	\$179,976.50	X	X	X	X	X	X	X	X	X



4030 95th Ave NE
Yarrow Point, Washington 98004
425.454.6899



10/19/2018
Stacia K. Schroeder, PE



TOWN OF YARROW POINT
4030 - 95th Avenue NE
Yarrow Point, WA 98004

(425) 454-6994 Fax: (425) 454-7899

November 2, 2018

To: Mayor Cahill
Fm: Stacia Schroeder, Town Engineer
Re: Morningside Park Children's Play Area Project
Contractor Selection Criteria

The Town of Yarrow Point received two bids for the Morningside Park Children's Play Area Project. The "apparent low bidder" (referred to as such until he/she is awarded the contract) was:

K-A General Construction Contractor, LLC
PO Box 2304
Woodinville, WA 98072
(Low Bid - \$163,704.06 Contact: Kal Brar)

The "apparent low bidder" for this project was qualified according to:

- Receipt of Addendum: One addendum was issued during the rebid and acknowledged by the Contractor.
- Better Business Bureau: Shows very limited information other than the company's incorporation in 2006: no reviews, no complaints.
- Past Performance: A recent job history for similar projects was provided by the contractor:
 - Eric Peterson – City of Lynnwood Parks Superintendent: Meadowdale Park Improvements (2016 - \$153,308) Comments: Work went good; took longer than it should have due to weather and PM's first project; could not close the project out because it took ~1 year to receive Lnl Retainage Release letter; Kal was always on-site whenever work was in progress; he was flexible and Eric would recommend him
 - Rich Lindsay – City of Edmonds Project Manager: Dayton Street Plaza Project (2016 - \$94,223) Comments: Left voicemail on 11/2/18
 - Mike Fitzpatrick – City of SeaTac Parks Operations Manager: Des Moines Creek Trail (2016 - \$23,998) Comments: project was a hillside stabilization w/ gabion

baskets; K-A proposed a different solution that, although accepted by the City, presented problems; needed to call in an engineer to solve the issue; City PM recommends sticking to the original plan if at all possible; No claims; all parties worked together for the final solution

- Ken Brooks – City of Mercer Island Parks Superintendent: Luther Burbank Park Walkway Improvement (2013 - \$64,116) Comments: Left voicemail on 11/2/18
- Direct Phone Conversation with K-A General's Owner – Kal Brar 11/2/18
 - Contractor Project Approach: sign contract; order playground equipment mid-November (both Town and Contractor); Notice to Proceed mid-January; pre-construction meeting; install TESC; clear and grade; install utilities (water, stormwater, etc.); construct concrete and rockery walls; install playground equipment; finish grading and placing final materials
 - One (1) general superintendent; our project manager will be Kal Brar
 - Subcontractors Anticipated: One (1) for concrete work; all other items (ie. Landscaping, water line extension, etc.) will be done by primary contractor
 - Contractor was asked if during the bidding process he became aware of any “red flags”, plan discrepancies, or other items that may need additional clarification during construction. He stated that he has thoroughly looked over the plans and is aware of no potential problems. He believes to the best of his knowledge that the lump sum bid provided will cover the anticipated construction costs. He had no additional questions or concerns about the project or the bid submitted.
- Bonding Surety Company:
 - Developers Surety and Indemnity Co.
 - PO Box 19725
 - Irvine, CA 92623
- No evidence which would disqualify this bidder was found

K-A General Construction Cont.

P.O.BOX 2304
Woodinville, WA 98072
Phone: 206-353-2727

Reference:

**Eric Peterson - City of Lynnwood - Parks Superintendent -
Meadowdale Park Improvements (2016)
Phone: 425-754-3284
email EPeterson@lynnwoodwa.gov**

**Rich Lindsay - City of Edmonds - project manager
Dayton Street Plaza Project (2016)
Phone: 425-771-0289, email - rich.lindsay@edmondswa.gov**

**Mike Fitzpatrick - City of SeaTac - Parks Operations Manager
Des Moines Creek Trail (2015)
Phone: 206-973-4781, email - mfitzpatrick@ci.seatac.wa.us**

**Ken Brooks - City Of Mercer Island - Parks Superintendent -
Luther Burbank Park Walkway Improvement (2013)
Phone - 206-707-5542, email - ken.brooks@mercergov.org**

Yarrow Point Mandatory Bidder Responsibility Checklist

General Information	
Project Name: Morningside Park Children's Play Area	Project Number: N/A
Bidder's Business Name: K-A General Construction Contractor, LLC	Bid Submittal Deadline: 10-18-18
Contractor Registration – https://fortress.wa.gov/lni/bbip/	
License Number: KAGENG941C3	Status: Active: Yes <input checked="" type="checkbox"/> No D
Effective Date (must be effective on or before Bid Submittal Deadline): 2/23/06	Expiration Date: 05/18/20
Contractor and Plumber Infraction List – http://www.lni.wa.gov/tradeslicensing/contractors/hirecon/infractions/	
Is Bidder on Infraction List? Yes D No D – Refer to Contractor Registration Printout 10/18/18	
Current UBI Number – http://dor.wa.gov/content/doingbusiness/registermybusiness/brd/	
UBI Number: 602-560-519	Account Closed: Open <input checked="" type="checkbox"/> Closed D
Industrial Insurance Coverage – https://fortress.wa.gov/lni/crpsi/MainMenu.aspx	
Account Number: 109,811-00	Account Current: Yes <input checked="" type="checkbox"/> No D
Employment Security Department Number –	
Employment Security Department Number: 68-0623850 (IRS Employer #)	
<ul style="list-style-type: none"> • Has Bidder provided account number on the Bid Form? Yes D No <input checked="" type="checkbox"/> • And/or have you asked the Bidder for documentation from Employment Security Department on account number? Yes <input checked="" type="checkbox"/> No D 	
State Excise Tax Registration Number – https://secure.dor.wa.gov/gteunauth/_/	
Tax Registration Number: 602-560-519	Account Closed: Open <input checked="" type="checkbox"/> Closed D
Not Disqualified from Bidding – http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/DebarredContractors/default.asp	
Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? Yes D No <input checked="" type="checkbox"/>	
Checked by:	
Name of Employee: STACIA SCHROEDER, PE YARROW POINT - TOWN ENGINEER	Date: 10/18/18

K-A General Construction Cont.

**P.O.BOX 2304
Woodinville, WA 98072
Phone: 206-353-2727**

Oct 22,2017

**Stacia Schroeder, PE
Town Engineer - Yarrow Point
4030 95th Ave. NE
Yarrow Point, WA 98004**

Dear Ms. Schroeder,

Please accept this letter as a confirmation that we acknowledge the final lump sum to be \$163,704.66.

Also accept this letter as a written statement verifying that our firm meets all of the mandatory and supplemental criteria laid out on pages 48- 51 in the Project Manual. Our references are attached on a separate sheet for your records. We look forward to be working with you on this project, if you need any other information please let us know.

Sincerely,

Kal Brar

**Business of The Town Council
Town of Yarrow Point, WA**

Agenda Bill 18-33
November 13, 2018

Property Tax Levy and Adopt 2019 Budget	Proposed Council Action: Adopt Ordinance No. 689 Adopt Ordinance No. 690
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Presented by:	Town Mayor
Exhibits:	A. Ordinance No. 689 B. Ordinance No. 690

Summary: (Public Hearing to be held on Levy and Final Budget for 2019)

Property Tax Levy

The setting of the property tax levy is routine:

- The levy is limited to 1% on existing property plus an amount related to new construction.
- Property tax levies are set by ordinance and filed with the County by December 3.
- If the estimated levy request is higher than the finally determined allowable rate the assessor will reduce the levy to the appropriate rate.

Here is the levy limit worksheet as provided by the County:

597,313	Levy based for calculation (2018 levy)
1.01	x Limit Factor
603,286	= Levy
13,218,181	= Total new construction
.48581	x Last year's regular levy rate
6,422	= New construction levy
\$ 609,708	= Total Limit Factor Levy

2019 Budget

Presented with revisions since the 2nd reading of October 9, 2018.

<p><u>Recommended Action:</u> - Hold Public Hearing on Levy Increase and Final Budget</p> <p>Move to:</p> <ol style="list-style-type: none"> 1. Adopt Ordinance No. 689 - An Ordinance of the Town of Yarrow Point, Washington Increasing the Town of Yarrow Point's Regular Levy from the Previous Year, Commencing January 1, 2019 on All Property; and Establishing an Effective Date 2. Adopt Ordinance No. 690 - An Ordinance of the Town of Yarrow Point, Washington Adopting the Budget for Fiscal Year 2019, and Setting Forth in Summary Form the Total of Estimated Revenues and Appropriations for Each Separate Fund and the Aggregate Totals for All Such Funds Combined; and Establishing an Effective Date
--

**TOWN OF YARROW POINT
ORDINANCE NO. 689**

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON
INCREASING THE TOWN OF YARROW POINT'S REGULAR LEVY FROM THE
PREVIOUS YEAR, COMMENCING JANUARY 1, 2019 ON ALL PROPERTY; AND
ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town Council attests that the population of the Town of Yarrow Point is less than ten thousand; and

WHEREAS, the Town Council has properly given notice of, and has held a public hearing on November 13, 2018 to consider the Town's proposed 2019 property tax levy, pursuant to RCW 84.55.120; and

WHEREAS, the Town Council, after hearing and duly considering all relevant evidence and testimony presented, has determined that the Town of Yarrow Point requires an increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and an increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the Town of Yarrow Point and in its best interest;

NOW, THEREFORE BE IT ORDAINED, BY THE COUNCIL OF THE TOWN OF YARROW POINT, WASHINGTON:

SECTION 1. That an increase in the regular property tax levy (excluding and in addition to the increases resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, or any refunds) is hereby authorized for the 2019 levy in the amount of \$608,708 which is a 1% increase from the previous year ($\$597,313 \times 1\% = \$5,973$), plus the existing levy on new construction in the amount of (\$6,422).

SECTION 2. There is hereby appropriated and fixed to be raised by general property taxes the following dollar amount, which is estimated to be received in 2019 as revenue from property carried on the tax rolls:

REGULAR LEVY	\$ 609,708
EXCESS (voter approved) LEVY	\$ <u>0</u>
TOTAL LEVY	\$ <u>609,708</u>

SECTION 3. The Clerk-Treasurer of the Town is directed to certify the dollar amount to be raised on real and personal property and to transmit the certification of same by certified mail to both the Metropolitan King County Council and the King County Assessor immediately upon passage.

SECTION 4. In the event that any section, sentence or clause of the ordinance shall be held unconstitutional, such unconstitutionality shall not be deemed to affect any other section, sentence or clause of the ordinance. This Ordinance may be likewise amended to reflect any additional amounts as may be due and assessable, in accordance with any subsequent certification by the Auditor, and such amendment shall be deemed as if part of this original enactment.

SECTION 5. This Ordinance shall be in full force and effect five days after its passage and publication as provided by law.

PASSED AND APPROVED by the Council of the Town of Yarrow Point at a regularly scheduled meeting this 13th day of November 2018.

Dicker Cahill, Mayor

ATTEST: Bonnie Ritter, Clerk-Treasurer

APPROVED AS TO FORM

Scott M. Missall, Town Attorney

FILED WITH THE TOWN CLERK:
PASSED BY THE TOWN COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.:

**TOWN OF YARROW POINT
ORDINANCE NO. 690**

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON
ADOPTING THE BUDGET FOR FISCAL YEAR 2019, AND SETTING FORTH
IN SUMMARY FORM THE TOTAL OF ESTIMATED REVENUES AND
APPROPRIATIONS FOR EACH SEPARATE FUND AND THE AGGREGATE
TOTALS FOR ALL SUCH FUNDS COMBINED; AND ESTABLISHING AN
EFFECTIVE DATE.

WHEREAS, the Clerk-Treasurer of the Town of Yarrow Point, Washington has completed and placed on file a proposed budget and estimate of the amount of monies required to meet the public expense, note retirement and interest, reserve funds and expenses of government of said Town for the fiscal year ending December 31, 2019; and

WHEREAS, the preliminary budget was printed for distribution and notice timely published in the Seattle Times, setting the time and place for hearing on the budget and stating that all taxpayers requesting a copy of the preliminary budget from the Town Clerk would be furnished a copy thereof; and

WHEREAS, the Town Council of the Town of Yarrow Point, having held public hearings on September 11 and October 9 for the purpose of reviewing and discussing the proposed budget for the 2019 fiscal year and giving taxpayers within the limits of the Town an opportunity to be heard upon said budget, with proper notice as required by law; and

WHEREAS, the estimated revenues are set forth in Appendix A, and the proposed 2019 budget does not exceed the lawful limit allowed by law to be levied on property within the Town of Yarrow Point for the purposes set forth in said budget that are necessary to carry on the government of the Town for the year and are sufficient to meet the various needs of the Town during the year;

NOW, THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF YARROW POINT, WASHINGTON, AS FOLLOWS:

SECTION 1. The budget for the Town of Yarrow Point, Washington for the year 2019 is hereby adopted at the fund level at this November Town Council meeting with expenditures limited to "Expenditures & Other Uses". The final form and content are set forth in the document entitled "Town of Yarrow Point 2019 Adopted Budget," copies of which are on file in the Yarrow Point Town Hall.

SECTION 2. Estimated revenues, including fund balances for each separate fund of the Town of Yarrow Point and aggregate totals for all such funds combined for the year 2019, are set forth in summary and are hereby appropriated for expenditure at the fund level during the year 2019 as set forth in **Appendix A**, attached and incorporated by this reference.

SECTION 3. The Town Clerk-Treasurer is directed to transmit a certified copy of the 2019 budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

SECTION 4. The Mayor shall administer the budget, and in doing so may authorize adjustments within the funds set forth in Section 1 above, to the extent that such adjustments are consistent with the budget approved in Section 1.

SECTION 5. If any section, subsection, sentence, clause, phrase or word of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality therefore, shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

SECTION 6. This ordinance shall be in force and take effect on January 1, 2019 following its publication.

PASSED AND APPROVED by the Council of the Town of Yarrow Point at a regularly scheduled meeting this 13th day of November 2018.

Dicker Cahill, Mayor

ATTEST: Bonnie Ritter, Town Clerk-Treasurer

APPROVED AS TO FORM:

Scott M. Missall, Town Attorney

FILED WITH THE TOWN CLERK:
PASSED BY THE TOWN COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.:

APPENDIX A : 2019 Final Budget

FUND	Estimated Beginning Fund Balance	Major Fund Sources	Revenues & Other Resources	Major Fund Uses	Expenditures & Other Uses	Estimated Ending Fund Balance
Town Funds						
#001 General Expense	977,092	Property, Sales and Utility Taxes	1,167,208	Police, Fire, Town Staff	1,151,000	993,300
#101 Street	347,702	Real Estate Excise Tax and Heavy Vehicle Fees	112,000	Street Maintenance and Constuction	227,000	232,702
#103 Contingency	294,724	Investment Earnings	8,000	Restricted to passage of Ordinance	0	302,724
#104 Community Development	625,204	Permits, Grants, WSDOT reimbursement	199,868	Staff, Building Official, Town Engineer, Town Planner	535,000	290,072
#211 Bond Redemption	17,613	Real Estate Excise Tax.	90,000	Loan Repayment	85,608	22,006
#301 Capital Improvement I	380,790	Real Estate Excise Tax.	200,000	Pass to funds 101, 211,311,401	45,000	535,790
#304 Capital Improvement IV	352,739	Real Estate Excise Tax.	200,000	Pass to funds 101, 211,311,401	45,000	507,739
#311 Construction Projects	168,451	Real Estate Excise Tax.	0	Major Projects (92nd Pathway extension)	40,000	128,451
#401 Stormwater	184,971	Stormwater Utility Tax, Real Estate Excise Tax.	120,339	Stormwater Maintenance and Constuction	184,259	121,051
Totals For Town Funds	3,349,286		2,097,415		2,312,867	3,133,834
#622 Street Perform Bond Fund	203,148	Deposits	30,000	Funds held against loss or destruction of Town Assets	60,000	173,148
#623 Wetherill Nature Preserve	32,016	Public (towns) and private contributions	44,400	Maintenance and Improvement to the nature preserve.	49,000	27,416
#601 Wetherill Endowment Fund	50,590	Interest	800		0	51,390
#631 Agency	15,000	Fees collected through the Kirkland Municipal Court	3,471	Portion pass-through to State of Washington	3,115	15,356
#650 Gifts and Bequests	3,400	Citizen Gifts and Bequests	75	As specified or not by donor	0	3,475
Totals For Agency Funds	304,154		78,746		112,115	270,785
TOTALS FOR ALL FUNDS	3,653,440		2,176,161		2,424,982	3,404,619

Town of Yarrow Point 2019 Adopted Budget

Account Number	Account Title	Budget 2017 Fiscal Year Ending 12/31/2017	Actual 2017 Fiscal Year Ending 12/31/2017	2018 Adopted Budget	Actual 2018 through 9/30/2018	% YTD to Budget	FINAL 2019 BUDGET
CURRENT EXPENSE FUND #001							
001-3088000	BEGINNING FUND BALANCE	\$ 802,302.19	\$ 802,302.19	\$ 87,118.10	\$ 889,420.29		\$ 977,092.00
Major Fund Sources: Property, Sales, and Utility Taxes							
001-3111-10-00	PROPERTY TAX	\$ 569,759.00	\$ 561,505.03	\$ 580,000.00	\$ 340,459.79	58.70%	\$ 609,708.00
001-3111-11-00	KING COUNTY PARKS LEVY	7,293.00	7,626.62	4,358.99	4,299.97	98.65%	7,500.00
001-3113-11-00	LOCAL SALES AND USE TAX	223,742.00	268,422.66	221,547.14	248,069.41	111.97%	210,000.00
001-3113-71-00	LOCAL CRIMINAL JUSTICE	29,345.00	28,834.21	23,755.18	22,986.44	96.76%	25,000.00
001-3116-41-00	PRIVATE UTILITY TAX - ELECTRIC	53,120.00	58,699.89	58,699.89	45,010.56	76.68%	58,000.00
001-3116-42-00	FRANCHISE FEE - WATER	28,405.00	25,805.83	25,805.83	17,373.21	67.32%	20,000.00
001-3116-43-00	PRIVATE UTILITY TAX - NATL GAS	42,319.00	37,405.82	37,405.82	31,585.99	84.44%	38,000.00
001-3116-45-00	PRIVATE UTILITY TAX - GARBAGE	11,655.00	11,488.52	8,548.38	8,688.90	101.64%	11,500.00
001-3116-46-00	FRANCHISE FEE - CATV	990.00	5,838.41	5,838.41	26,991.67	462.31%	20,000.00
001-3116-47-00	PRIVATE UTILITY TX - TELEPHONE	22,753.00	40,507.47	29,525.25	22,603.79	76.56%	35,000.00
001-3116-48-00	PRIVATE UTILITY TAX - CATV	50,940.00	35,409.96	35,409.96	7,565.28	21.36%	20,000.00
001-3116-49-00	FRANCHISE FEE - SEWER	11,766.00	14,873.43	14,873.43	15,280.35	102.74%	14,000.00
001-3122-30-00	KC PET LICENSE REBATES	-	75.00	75.00	125.00	166.67%	100.00
001-3316-06-21	MVET - CRIM JUST - POPULATION	1,050.00	1,000.00	1,000.00	750.00	75.00%	750.00
001-3316-06-25	MVET - CRIM JUST - DCD #4	2,058.00	1,815.31	1,815.31	1,385.83	76.34%	750.00
001-3316-06-26	CJ-SPECIAL PROGRAMS	682.00	1,067.23	1,067.23	811.97	76.08%	750.00
001-3316-06-42	MARJUANA EXCISE TAX	-	250.01	125.07	1,296.85	1036.90%	2,000.00
001-3316-06-51	MVET - CRIM JUST - DUI	106.00	157.61	157.61	115.31	73.16%	100.00
001-3316-06-94	LIQUOR EXCISE TAX	7,469.00	5,012.94	5,012.94	3,831.55	76.43%	5,000.00
001-3316-06-95	LIQUOR BOARD PROFITS	5,848.00	8,780.59	6,587.40	6,463.32	98.12%	6,750.00
001-3411-50-00	SALES OF MAPS AND PUBLICATIONS	180.00	0.60	0.60	-	0.00%	-
001-3513-10-00	LOCAL INFRACTION REFUND	2,691.00	4,975.54	4,206.38	3,748.05	89.10%	2,000.00
001-3611-11-00	INVESTMENT INTEREST	3,400.00	7,661.50	6,013.25	14,524.17	241.54%	10,000.00
001-3611-40-00	SALES INTEREST	176.00	237.59	190.68	318.64	167.11%	300.00
001-3612-50-00	SITE LEASE	57,413.00	58,437.50	58,437.50	65,346.88	111.82%	70,000.00
001-3619-90-00	OTHER MISCELLANEOUS INCOME	7,989.00	4,933.77	4,891.77	274.92	5.62%	-
001-397-00-19	OPERATING TRANSFER - IN	32,517.00	-	-	-	-	-
	Total Revenues	\$ 1,173,666.00	\$ 1,223,340.04	\$ 1,135,349.02	\$ 889,907.85	78.38%	\$ 1,167,208.00
Major Fund Uses: Police, Fire, Legal, Town Staff							
001-5111-10-10	STIPEND - MAYOR	33,000.00	33,000.00	33,000.00	24,750.00	75.00%	33,000.00
001-5111-10-21	PAYROLL TAX - MAYOR	3,045.00	2,704.96	3,045.00	1,942.92	63.81%	3,045.00
001-5111-10-22	SELF PAY BENEFITS - MAYOR	-	-	-	-	-	-
001-5111-10-42	COMMUNICATIONS	-	49.28	-	-	-	-
001-5111-10-43	MEETINGS, TRAVEL AND PER DIEM	7,849.00	5,470.70	9,000.00	3,151.94	35.02%	5,000.00
001-5111-10-44	EMPLOYEE TRAINING	9,000.00	-	9,000.00	-	0.00%	10,000.00
001-5111-10-46	INSURANCE AND BONDS	13,750.00	40,148.47	20,000.00	13,504.00	67.52%	21,006.47
001-5111-20-41	ADVISORY SERVICES	1.00	-	6,000.00	-	0.00%	5,000.00
001-5111-30-31	OFFICE SUPPLIES	6,292.00	4,780.71	5,000.00	1,970.48	39.41%	5,000.00
001-5111-30-35	OFFICE EQUIPMENT & IT SUPPORT	56,461.00	35,319.50	40,000.00	32,312.23	80.78%	20,000.00
001-5111-30-44	ADVERTISING AND PUBLICATION	7,627.00	9,884.80	10,000.00	7,089.01	70.89%	10,000.00
001-5111-40-41	TRAINING	754.00	4,179.10	1,000.00	8,405.51	840.55%	1,000.00
001-5111-50-31	TOWN MAINT - SUPPLIES	4,525.00	6,051.53	5,000.00	5,283.65	105.67%	5,000.00
001-5111-50-47	TOWN UTILITIES	6,505.00	17,216.74	15,000.00	12,707.99	84.72%	15,000.00

Account Number	Account Title	Budget 2017		Actual 2017		2018 Adopted Budget		Actual 2018 through 9/30/2018		FINAL 2019 BUDGET	
		Fiscal Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Budget	Budget	Actual through 9/30/2018	Actual through 9/30/2018	% YTD to Budget	Budget
001-511-50-48	TOWN FAC MAINT- CONTRACT SERVI	\$ 1,531.00	\$ 2,029.84	\$ 2,500.00	\$ 1,397.26	\$ 2,500.00	\$ 1,397.26	\$ 1,397.26	55.89%	\$ 1,000.00	
001-511-50-49	EMERGENCY PREPAREDNESS	\$ 10,000.00	\$ 1,310.00	\$ 5,000.00	\$ 2,205.62	\$ 5,000.00	\$ 2,205.62	\$ 2,205.62	44.11%	\$ 5,000.00	
001-511-70-51	ELECTION SERVICES	\$ 2,000.00	\$ 2,860.33	\$ -	\$ 3,143.59	\$ -	\$ 3,143.59	\$ 3,143.59		\$ 5,000.00	
001-512-40-41	DIST CT - PUBLIC DEFENSE FEES	\$ 2,371.00	\$ -	\$ 3,000.00	\$ 1,250.00	\$ 3,000.00	\$ 1,250.00	\$ 1,250.00	41.67%	\$ 2,500.00	
001-512-50-41	MUNI CT - PUBLIC DEFENSE FEES	\$ 384.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	0.00%	\$ 500.00	
001-512-50-49	MUNI CT - COURT COSTS	\$ 1,062.00	\$ 2,657.10	\$ 3,500.00	\$ 1,829.78	\$ 3,500.00	\$ 1,829.78	\$ 1,829.78	52.28%	\$ 2,500.00	
001-514-23-10	SALARY - CLERKS	\$ 93,810.00	\$ 64,064.77	\$ 130,000.00	\$ 63,327.37	\$ 130,000.00	\$ 63,327.37	\$ 63,327.37	48.71%	\$ 97,500.00	
001-514-23-21	PAYROLL TAX - CLERKS	\$ 7,783.00	\$ 5,586.26	\$ 11,546.65	\$ 5,638.35	\$ 11,546.65	\$ 5,638.35	\$ 5,638.35	48.83%	\$ 8,659.99	
001-514-23-22	BENEFITS - CLERKS	\$ 25,500.00	\$ 19,041.51	\$ 32,067.44	\$ 12,193.60	\$ 32,067.44	\$ 12,193.60	\$ 12,193.60	38.02%	\$ 24,050.58	
001-514-23-23	RETIREMENT - CLERKS	\$ 10,968.00	\$ 7,591.01	\$ 14,986.95	\$ 7,696.72	\$ 14,986.95	\$ 7,696.72	\$ 7,696.72	51.36%	\$ 11,240.22	
001-514-23-24	DEFERRED COMPENSATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
001-514-23-41	ACCOUNTING & AUDIT SERVICES	\$ 31,126.00	\$ 43,776.24	\$ 15,000.00	\$ 12,531.53	\$ 15,000.00	\$ 12,531.53	\$ 12,531.53	83.54%	\$ 25,000.00	
001-514-23-49	TUITION - CLERKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
001-514-23-99	STOLEN FUNDS	\$ -	\$ 48,043.10	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
001-514-30-10	RECORDS MANAGEMENT	\$ 10,000.00	\$ 967.28	\$ 3,000.00	\$ 160.00	\$ 3,000.00	\$ 160.00	\$ 160.00	5.33%	\$ 3,000.00	
001-515-10-41	LEGAL SERVICES	\$ 13,949.00	\$ 66,082.10	\$ 48,000.00	\$ 52,429.18	\$ 48,000.00	\$ 52,429.18	\$ 52,429.18	109.23%	\$ 75,000.00	
001-518-20-10	SALARY - PUBLIC WORKS DEPT	\$ 12,715.00	\$ 7,967.64	\$ 8,704.65	\$ 6,097.95	\$ 8,704.65	\$ 6,097.95	\$ 6,097.95	70.05%	\$ 9,139.88	
001-518-20-21	PAYROLL TX - PUBLIC WORKS DEPT	\$ 998.00	\$ 916.84	\$ 1,012.91	\$ 671.77	\$ 1,012.91	\$ 671.77	\$ 671.77	66.32%	\$ 1,063.55	
001-518-20-22	BENEFITS - PUBLIC WORKS DEPT	\$ 3,537.00	\$ 1,646.52	\$ 1,563.10	\$ 852.03	\$ 1,563.10	\$ 852.03	\$ 852.03	54.51%	\$ 1,641.26	
001-518-20-23	RETIREMENT - PUBLIC WORKS DEPT	\$ 1,502.00	\$ 941.95	\$ 1,002.91	\$ 775.33	\$ 1,002.91	\$ 775.33	\$ 775.33	77.31%	\$ 1,053.05	
001-519-90-00	MISCELLANEOUS	\$ 4,370.00	\$ 7,984.02	\$ 6,000.00	\$ 655.00	\$ 6,000.00	\$ 655.00	\$ 655.00	10.92%	\$ 1,000.00	
001-519-90-41	MISC PROFESSIONAL SERVICES	\$ 2,318.00	\$ 698.45	\$ 1,000.00	\$ 660.00	\$ 1,000.00	\$ 660.00	\$ 660.00	66.00%	\$ 1,000.00	
001-519-90-49	MISCELLANEOUS DUES AND FEES	\$ 8,812.00	\$ (704.64)	\$ 3,278.00	\$ 3,333.28	\$ 3,278.00	\$ 3,333.28	\$ 3,333.28	101.69%	\$ 3,600.00	
001-521-20-51	POLICE OPERATIONS	\$ 414,556.00	\$ 428,158.00	\$ 430,000.00	\$ 436,179.50	\$ 430,000.00	\$ 436,179.50	\$ 436,179.50	101.44%	\$ 440,000.00	
001-521-30-51	CRIMINAL JUSTICE	\$ 15,500.00	\$ 15,380.94	\$ 20,000.00	\$ 22,565.37	\$ 20,000.00	\$ 22,565.37	\$ 22,565.37	112.83%	\$ 20,000.00	
001-521-90-51	CRIM JUST - OTHER CTED PROGRAMS	\$ 3,387.00	\$ 67.24	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	0.00%	\$ 1,000.00	
001-522-10-51	FIRE PROTECTION-LEOFF	\$ 7,271.00	\$ 7,271.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	0.00%	\$ -	
001-522-20-51	FIRE SUPPRESSION	\$ 207,656.00	\$ 207,657.00	\$ 225,000.00	\$ 111,600.50	\$ 225,000.00	\$ 111,600.50	\$ 111,600.50	49.60%	\$ 255,000.00	
001-523-60-51	JAIL SERVICES	\$ 6,776.00	\$ -	\$ 5,000.00	\$ 108.55	\$ 5,000.00	\$ 108.55	\$ 108.55	2.17%	\$ 1,000.00	
001-531-70-51	POLLUTION CONTROL	\$ 3,305.00	\$ 3,962.15	\$ 5,000.00	\$ 3,885.00	\$ 5,000.00	\$ 3,885.00	\$ 3,885.00	77.70%	\$ 6,000.00	
001-559-90-41	PROFESSIONAL SVCS - HRG EXAM	\$ -	\$ 9,340.00	\$ -	\$ 5,485.00	\$ -	\$ 5,485.00	\$ 5,485.00		\$ -	
001-566-00-51	ALCOHOL REHABILITATION	\$ 413.00	\$ 208.66	\$ 500.00	\$ 206.67	\$ 500.00	\$ 206.67	\$ 206.67	41.33%	\$ 500.00	
001-573-90-49	COMMUNITY PROGRAMS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	150.00%	\$ 10,000.00	
001-576-80-31	OPEN SPACES	\$ -	\$ 6,910.84	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
001-576-90-49	MISCELLANEOUS - WNP DONATION	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	100.00%	\$ 5,000.00	
001-597-00-19	OPERATING TRANSFERS - OUT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
	Total Expenditures	\$ 1,067,409.00	\$ 1,136,221.94	\$ 1,199,207.61	\$ 887,996.68	\$ 1,199,207.61	\$ 887,996.68	\$ 887,996.68	74.05%	\$ 1,151,000.00	
	PROJECTED ENDING FUND BALANCE	\$ -	\$ 889,420.29	\$ 23,259.51	\$ 891,331.46	\$ 23,259.51	\$ 891,331.46	\$ 891,331.46		\$ 993,300.00	
STREET FUND #101											
101-3088000	BEGINNING FUND BALANCE	\$ -	\$ 250,227.84	\$ 236,728.09	\$ 98,757.73	\$ 236,728.09	\$ 98,757.73	\$ 98,757.73		\$ 347,702.00	
Major Fund Sources: Real Estate Excise Tax and Heavy Vehicle Fees											
101-322-22-00	HEAVY VEHICLE FEE	\$ 187,964.00	\$ 127,184.85	\$ 92,100.00	\$ 84,823.00	\$ 92,100.00	\$ 84,823.00	\$ 84,823.00	92.10%	\$ 90,000.00	
101-397-00-41	OPERATING TRANSFER IN	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.00%	\$ -	
101-397-00-42	OPERATING TRANSFER IN	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.00%	\$ -	
101-336-00-71	multimodal transpo city	\$ -	\$ 1,093.39	\$ 961.00	\$ 1,097.63	\$ 961.00	\$ 1,097.63	\$ 1,097.63	114.22%	\$ 2,000.00	
101-336-00-87	STREET FUEL TAX	\$ 22,296.00	\$ 22,523.41	\$ 22,036.00	\$ 16,869.91	\$ 22,036.00	\$ 16,869.91	\$ 16,869.91	76.56%	\$ 20,000.00	
101-353-10-00	INSURANCE/DAMAGE CLAIM PAYMENT	\$ -	\$ -	\$ 695.00	\$ -	\$ 695.00	\$ -	\$ -		\$ -	

Account Number	Account Title	Budget 2017	Actual 2017	2018 Adopted Budget	Actual 2018	FINAL 2019 BUDGET
		Fiscal Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Budget	through 9/30/2018	
Total Revenues		\$ 210,955.00	\$ 150,802.09	\$ 316,487.00	\$ 302,955.86	\$ 112,000.00
			0.44		165.32	
						% YTD to Budget
Major Fund Uses: Street Maintenance and Construction						
101-542-30-48	STREET MAINTENANCE	\$ 53,580.00	\$ 15,135.25	\$ 30,000.00	\$ 50,730.39	169.10%
101-542-40-48	STORM DRAIN MAINTENANCE	\$ 1,740.00	\$ 1,257.30	\$ 2,000.00	\$ -	0.00%
101-542-63-47	STREET LIGHTS	\$ 3,682.00	\$ 7,046.41	\$ 6,000.00	\$ 3,427.47	57.12%
101-542-64-48	TRAFFIC CONTROL DEVICES	\$ 10,692.00	\$ -	\$ 12,000.00	\$ -	0.00%
101-542-67-41	STREET CLEANING	\$ 4,232.00	\$ 513.00	\$ 2,400.00	\$ 1,867.50	77.81%
101-542-70-10	SALARY - PUBLIC WORKS DEPT	\$ 66,949.00	\$ 51,789.68	\$ 58,134.00	\$ 39,636.93	68.18%
101-542-70-11	INTERN WAGES	\$ -	\$ -	\$ 5,000.00	\$ -	0.00%
101-542-70-21	PAYROLL TX - PUBLIC WORKS DEPT	\$ 5,490.00	\$ 7,204.28	\$ 9,015.00	\$ 5,312.49	58.93%
101-542-70-22	BENEFITS - PUBLIC WORKS DEPT	\$ 14,147.00	\$ 8,817.06	\$ 11,798.83	\$ 5,538.42	46.94%
101-542-70-23	RETIREMENT - PUBLIC WORKS DEPT	\$ 6,007.00	\$ 6,122.78	\$ 7,570.25	\$ 5,362.54	70.84%
101-542-70-31	ROW MAINT - SUPPLIES	\$ 2,973.00	\$ 1,434.54	\$ 2,000.00	\$ 2,021.27	101.06%
101-542-70-32	ROW MAINT - FUEL	\$ 1,014.00	\$ -	\$ 1,000.00	\$ -	0.00%
101-542-70-35	ROW MAINT - EQUIPMENT	\$ 2,494.00	\$ 6,536.73	\$ 6,000.00	\$ 2,425.65	40.43%
101-542-70-41	ROW MAINT - CONTRACT SVCS	\$ 373.00	\$ 10,842.12	\$ 30,000.00	\$ 1,092.30	3.64%
101-543-20-41	ENGINEER SERVICES - GENERAL	\$ 316.00	\$ 3,850.00	\$ 1,000.00	\$ -	0.00%
101-595-30-63	STREET CONSTRUCTION	\$ 145,000.00	\$ 7,916.75	\$ 300,000.00	\$ 97,125.64	32.38%
101-595-62-63	COMMUNITY PARKS AND TRAILS	\$ -	\$ 930.75	\$ 4,000.00	\$ -	0.00%
Total Expenditures		\$ 318,689.00	\$ 129,396.65	\$ 487,918.09	\$ 214,540.60	43.97%
						\$ (115,000.00)
PROJECTED ENDING FUND BALANCE			\$ 98,757.73	\$ 65,297.01	\$ 187,172.99	\$ 232,702
CONTINGENCY FUND #103						
103-3088000	BEGINNING FUND BALANCE	\$ 288,750.64	\$ 288,381.55	\$ 288,381.55	\$ 287,223.82	\$ 294,724.00
Major Fund Sources: Investment Earnings						
103-361-11-00	INVESTMENT INTEREST	\$ 2,117.00	\$ 3,473.18	\$ 3,158.00	\$ 3,473.18	\$ 8,000.00
Total Revenue		\$ 2,117.00	\$ 3,473.18	\$ 3,158.00	\$ 3,473.18	\$ 8,000.00
PROJECTED ENDING FUND BALANCE				\$ 291,539.55	\$ 290,697.00	\$ 8,000.00
COMMUNITY DEVELOPMENT FUND #104						
104-3088000	BEGINNING FUND BALANCE	\$ -	\$ 608,480.92	\$ 559,533.16	\$ 650,618.23	\$ 625,204.00
Major Fund Sources: Permits, Grants, WSDOT reimbursement						
104-322-10-00	BUILDING PERMIT FEES	\$ 320,201.00	\$ 165,460.29	\$ 130,000.00	\$ 86,581.42	\$ 100,000.00
104-322-11-00	MECHANICAL PERMIT FEES	\$ 9,707.00	\$ 19,032.50	\$ 18,132.00	\$ 10,605.00	\$ 9,000.00
104-322-12-00	DEMOLITION FEES	\$ 9,010.00	\$ 4,375.00	\$ 5,250.00	\$ 1,875.00	\$ 2,000.00
104-322-13-00	SUBSTANTIAL DEVELOPMENT FEES	\$ 4,000.00	\$ 1,250.00	\$ 1,500.00	\$ 625.00	\$ 1,500.00
104-322-14-00	RIGHT OF WAY PERMIT	\$ 12,813.00	\$ 15,657.50	\$ 13,767.00	\$ 10,955.00	\$ 10,000.00
104-322-17-00	PRE APPLICATION CONFERENCE	\$ 26,470.00	\$ 14,000.00	\$ 10,500.00	\$ 14,792.50	\$ 10,000.00
104-322-18-00	ENCROACHMENT AGREEMENT	\$ -	\$ 9,375.00	\$ 6,750.00	\$ 1,875.00	\$ 3,500.00
104-322-19-00	SEPA PERMIT	\$ 16,000.00	\$ 11,250.00	\$ 12,000.00	\$ 6,250.00	\$ 6,000.00
104-322-20-00	SITE DEVELOPMENT FEES	\$ 22,083.00	\$ 13,770.00	\$ 14,262.00	\$ 5,885.00	\$ 8,000.00
104-322-22-00	HEAVY VEHICLE FEE	\$ -	\$ 1,250.00	\$ -	\$ -	\$ -
104-322-23-00	FENCE PERMIT FEE	\$ 267.00	\$ 375.00	\$ 450.00	\$ 375.00	\$ 300.00

Account Number	Account Title	Budget 2017		Actual 2017		2018 Adopted Budget		Actual 2018 through 9/30/2018		FINAL 2019 BUDGET	
		Budget Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Budget Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Budget	Budget	through 9/30/2018	through 9/30/2018	% YTD to Budget	Budget
104-322-24-00	ROOFING PERMIT FEE	\$ 213.00	\$ 100.00	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
104-322-41-00	ZONING/SUBDIVISION FEES	\$ -	\$ 2,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
104-322-41-10	PLAN CHECKING FEES	\$ 51,549.00	\$ 83,420.02	\$ 65,000.00	\$ 50,600.57	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	77.85%	\$ 40,000.00
104-322-41-20	OTHER DEVELOPMENT FEES	\$ -	\$ 150.00	\$ 138.00	\$ 485.00	\$ 138.00	\$ 138.00	\$ 138.00	\$ 138.00	351.45%	\$ 138.00
104-322-60-31	SHORELINE EXEMPTION	\$ 2,000.00	\$ 1,562.50	\$ 750.00	\$ 312.50	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	41.67%	\$ 750.00
104-322-90-20	VARIANCE FEE	\$ 6,000.00	\$ 6,559.09	\$ 4,870.91	\$ 2,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	51.33%	\$ 6,000.00
104-334-04-22	WA STATE GRANTS	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
104-361-11-00	INVESTMENT INTEREST	\$ 1,091.00	\$ 3,275.00	\$ 2,679.94	\$ 4,599.75	\$ 2,679.94	\$ 2,679.94	\$ 2,679.94	\$ 2,679.94	171.64%	\$ 2,679.94
	Total Revenues	\$ 485,638.00	\$ 353,361.90	\$ 292,549.84	\$ 198,516.74	\$ 292,549.84	\$ 198,516.74	\$ 198,516.74	\$ 198,516.74	67.86%	\$ 199,867.94

Major Fund Uses: Staff, Building Official, Town Engineer, Town Planner

104-558-10-31	SUPPLIES	\$ -	\$ 517.00	\$ 500.00	\$ 436.09	\$ 500.00	\$ 436.09	\$ 436.09	\$ 500.00	87.22%	\$ 500.00
104-558-20-42	PROFESSIONAL SERVICES - SMP	\$ 2,655.00	\$ 2,606.25	\$ 7,000.00	\$ 472.50	\$ 7,000.00	\$ 472.50	\$ 472.50	\$ 500.00	6.75%	\$ -
104-559-10-10	SALARY - CLERKS	\$ 34,710.00	\$ 50,644.23	\$ 52,735.00	\$ 38,502.79	\$ 52,735.00	\$ 38,502.79	\$ 38,502.79	\$ 58,008.50	73.01%	\$ 58,008.50
104-559-10-21	PAYROLL TAX - CLERKS	\$ 2,790.00	\$ 4,514.85	\$ 4,755.35	\$ 3,318.21	\$ 4,755.35	\$ 3,318.21	\$ 3,318.21	\$ 5,230.89	69.78%	\$ 5,230.89
104-559-10-22	BENEFITS - CLERKS	\$ 14,533.00	\$ 11,985.33	\$ 12,585.64	\$ 7,930.06	\$ 12,585.64	\$ 7,930.06	\$ 7,930.06	\$ 13,844.20	63.01%	\$ 13,844.20
104-559-10-23	RETIREMENT - CLERKS	\$ 3,456.00	\$ 5,992.85	\$ 6,088.39	\$ 4,739.27	\$ 6,088.39	\$ 4,739.27	\$ 4,739.27	\$ 6,697.23	77.84%	\$ 6,697.23
104-559-40-00	SITE DEVELOPMENT	\$ 7,313.00	\$ 11,095.01	\$ 15,805.17	\$ 3,258.75	\$ 15,805.17	\$ 3,258.75	\$ 3,258.75	\$ 1,500.00	20.62%	\$ 1,500.00
104-559-50-20	Fence Permit	\$ 189.00	\$ 168.75	\$ 247.50	\$ 64.14	\$ 247.50	\$ 64.14	\$ 64.14	\$ 100.00	25.92%	\$ 100.00
104-559-60-30	SEPA	\$ 8,529.00	\$ 8,401.21	\$ 6,603.40	\$ 7,973.26	\$ 6,603.40	\$ 7,973.26	\$ 7,973.26	\$ 10,000.00	120.74%	\$ 10,000.00
104-559-60-31	SHORELINE EXEMPTION	\$ 922.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
104-559-60-32	SHORELINE SUBS DEVELOPMENT	\$ -	\$ 2,160.00	\$ 3,168.00	\$ 135.00	\$ 3,168.00	\$ 135.00	\$ 135.00	\$ -	4.26%	\$ -
104-559-60-41	BUILDING PERMITS	\$ 56,567.00	\$ 64,215.51	\$ 65,067.52	\$ 45,292.03	\$ 65,067.52	\$ 45,292.03	\$ 45,292.03	\$ 50,000.00	69.61%	\$ 50,000.00
104-559-60-42	MECHANICAL PERMITS	\$ 5,157.00	\$ 3,801.92	\$ 4,010.03	\$ 3,416.87	\$ 4,010.03	\$ 3,416.87	\$ 3,416.87	\$ 3,685.00	85.21%	\$ 3,685.00
104-559-60-45	DEMOLITION PERMITS	\$ 992.00	\$ 1,187.50	\$ 1,145.83	\$ 1,752.73	\$ 1,145.83	\$ 1,752.73	\$ 1,752.73	\$ 2,000.00	152.97%	\$ 2,000.00
104-559-60-46	SUBSTANTIAL DEVELOPMENT	\$ 9,805.00	\$ 1,306.96	\$ 1,336.50	\$ 540.00	\$ 1,336.50	\$ 540.00	\$ 540.00	\$ 500.00	40.40%	\$ 500.00
104-559-60-47	RIGHT OF WAY	\$ 4,432.00	\$ 3,723.40	\$ 3,987.50	\$ 3,125.00	\$ 3,987.50	\$ 3,125.00	\$ 3,125.00	\$ 3,987.50	78.37%	\$ 3,987.50
104-559-60-48	ZONING/SUBDIVISION	\$ -	\$ 843.75	\$ 891.00	\$ 856.25	\$ 891.00	\$ 856.25	\$ 856.25	\$ 891.00	96.10%	\$ 891.00
104-559-60-49	PRE-APPLICATION MEETINGS	\$ 15,264.00	\$ 6,804.53	\$ 6,031.67	\$ 4,527.50	\$ 6,031.67	\$ 4,527.50	\$ 4,527.50	\$ 6,031.67	75.06%	\$ 6,031.67
104-559-60-50	OTHER DEVELOPMENT	\$ 20,209.00	\$ 76,846.38	\$ 60,000.00	\$ 52,026.34	\$ 60,000.00	\$ 52,026.34	\$ 52,026.34	\$ 60,000.00	86.71%	\$ 60,000.00
104-559-60-51	Special Use Permit	\$ 221.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 1,000.00	0.00%	\$ 1,000.00
104-559-60-52	PROFESSIONAL SVCS - HRG EXAM	\$ -	\$ -	\$ 9,000.00	\$ -	\$ 9,000.00	\$ -	\$ -	\$ 7,500.00	0.00%	\$ 7,500.00
104-559-69-49	PLAN CHECKING	\$ 56,423.00	\$ 16,437.57	\$ 18,524.01	\$ 1,317.41	\$ 18,524.01	\$ 1,317.41	\$ 1,317.41	\$ 18,524.01	7.11%	\$ 18,524.01
104-595-62-63	COMMUNITY PROJECTS CONSTRUCTION	\$ 80,000.00	\$ 27,798.60	\$ 160,000.00	\$ 25,502.73	\$ 160,000.00	\$ 25,502.73	\$ 25,502.73	\$ 260,000.00	15.94%	\$ 260,000.00
104-595-62-64	OPEN SPACES PROJECTS CONSTRUCTN	\$ 22,000.00	\$ 6,162.15	\$ 9,037.82	\$ 4,520.00	\$ 9,037.82	\$ 4,520.00	\$ 4,520.00	\$ -	50.01%	\$ -
104-595-70-63	ROADSIDE LANDSCAPING PROJECTS	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	0.00%	\$ -
104-599-60-32	ROADWAY RESTORATION	\$ -	\$ 4,010.84	\$ 4,015.13	\$ -	\$ 4,015.13	\$ -	\$ -	\$ -	0.00%	\$ -
104-559-10-11	Interns (summer help)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	-	\$ 15,000.00
104-559-60-53	Morningside Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	-	\$ 10,000.00
	Total Expenditures	\$ 356,167.00	\$ 311,224.59	\$ 464,535.47	\$ 209,706.93	\$ 464,535.47	\$ 209,706.93	\$ 209,706.93	\$ 535,000.00	45.14%	\$ 535,000.00

\$ (335,132.06)
\$ 290,071.94

PROJECTED ENDING FUND BALANCE \$ 387,547.54 \$ 639,428.04

Account Number	Account Title	Budget 2017 Fiscal Year Ending 12/31/2017	Actual 2017 Fiscal Year Ending 12/31/2017	2018 Adopted Budget	Actual 2018 through 9/30/2018	% YTD to Budget	FINAL 2019 BUDGET
BOND REDEMPTION FUND #211							
211-3088000	BEGINNING FUND BALANCE	\$ -	\$ 51,632.17	\$ (46,454.11)	\$ 13,221.46	\$	\$ 17,613.00
Major Fund Sources: Real Estate Excise Tax							
211-361-11-00	INVESTMENT INTEREST	\$ 40.00	\$ -	\$ -	\$ -		
211-397-00-76	OPERATING TRANSFERS - IN	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	100.00%	\$ 45,000.00
211-397-00-83	OPERATING TRANSFERS - IN	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	100.00%	\$ 45,000.00
	Total Revenues	\$ 90,040.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	100.00%	\$ 90,000.00
Major Fund Uses: Loan Repayment							
211-591-95-70	DEBT REDEMPTION-GO BOND-92ND	\$ 69,324.00	\$ 103,102.71	\$ 69,324.00	\$ 35,347.07	50.99%	\$ 69,324.00
211-592-95-80	INTEREST/DEBT SVC-GO BOND-92ND	\$ 18,284.00	\$ 25,308.00	\$ 16,283.50	\$ 7,456.50	45.79%	\$ 16,283.50
	Total Expenditures	\$ 87,608.00	\$ 128,410.71	\$ 85,607.50	\$ 42,803.57	50.00%	\$ 85,607.50
	PROJECTED ENDING FUND BALANCE			\$ (42,061.61)	\$ 60,417.89		\$ 4,392.50
							\$ 22,005.50
CAPITAL IMPROVEMENT FUND #301							
301-3088000	BEGINNING FUND BALANCE	\$ -	\$ 197,985.73	\$ 320,959.38	\$ 325,789.76	\$	\$ 380,790.00
Major Fund Sources: Real Estate Excise Tax							
301-318-34-00	REET 1 - FIRST QTR PERCENT	\$ 212,943.00	\$ 211,823.79	\$ 180,000.00	\$ 203,158.08	112.87%	\$ 198,000.00
301-361-11-00	INVESTMENT INTEREST	\$ 2,315.00	\$ 5,980.24	\$ 2,000.00	\$ 8,039.42	401.97%	\$ 2,000.00
	Total Revenues	\$ 215,258.00	\$ 217,804.03	\$ 182,000.00	\$ 211,197.50	116.04%	\$ 200,000.00
Major Fund Uses: Pass to Funds 101, 211, 311, 401							
301-597-00-41	OPERATING TRANSFERS - OUT	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	100.00%	\$ 45,000.00
301-597-00-83	Operating Transfer Loan Redemp	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	100.00%	\$ 45,000.00
301-597-00-76	OPERATING TRANSFERS - OUT	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	100.00%	\$ -
	Total Expenditures	\$ 90,000.00	\$ 90,000.00	\$ 145,000.00	\$ 145,000.00	100.00%	\$ 45,000.00
	PROJECTED ENDING FUND BALANCE			\$ 357,959.38	\$ 391,987.26		\$ 155,000.00
							\$ 535,790.00
CAPITAL IMPROVEMENT IV FUND #304							
304-3088000	BEGINNING FUND BALANCE	\$ -	\$ 169,986.27	\$ 292,891.48	\$ 297,738.95	\$	\$ 352,739.00
Major Fund Sources: Real Estate Excise Tax							
304-318-35-00	REET 2 - SECOND QTR PERCENT	\$ 237,989.00	\$ 211,823.77	\$ 180,000.00	\$ 203,158.07	112.87%	\$ 198,000.00
304-361-11-00	INVESTMENT INTEREST	\$ 2,110.00	\$ 5,928.91	\$ 2,000.00	\$ 7,959.29	397.96%	\$ 2,000.00
	Total Revenues	\$ 240,099.00	\$ 217,752.68	\$ 182,000.00	\$ 211,117.36	116.00%	\$ 200,000.00
Major Fund Uses: Pass to Funds 101, 211, 311, 401							
304-597-00-41	OPERATING TRANSFERS - OUT	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	100.00%	\$ 45,000.00
304-597-00-83	Operating Transfer Loan Redempt	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	100.00%	\$ 45,000.00
304-597-00-76	OPERATING TRANSFERS - OUT	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	100.00%	\$ -
	Total Expenditures	\$ 90,000.00	\$ 90,000.00	\$ 145,000.00	\$ 145,000.00	100.00%	\$ 45,000.00
	PROJECTED ENDING FUND BALANCE			\$ 329,891.48	\$ 363,856.31		\$ 155,000.00
							\$ 507,739.00

Account Number	Account Title	Budget 2017 Fiscal Year Ending 12/31/2017	Actual 2017 Fiscal Year Ending 12/31/2017	2018 Adopted Budget	Actual 2018 through 9/30/2018	% YTD to Budget	FINAL 2019 BUDGET
CURRENT YEAR CAPITAL FUND 311							
311-3088000	BEGINNING FUND BALANCE	\$ -	\$ 247,127.44	\$ 112,225.39	\$ 168,450.90		\$ 168,451.00
Major Fund Sources: Real Estate Excise Tax							
311-337-20-20	King Cty Flood Control Reimbur	\$ -	\$ -	\$ -	\$ -		\$ -
311-397-00-76	OPERATING TRANSFERS - IN	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -		\$ -
311-397-00-95	Operating Transfer TIP	\$ -	\$ -	\$ -	\$ -		\$ -
	Total Revenues	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -		\$ -
Major Fund Uses: Major Projects (92nd Pathway Extension							
311-595-40-41	PROFESSIONAL SERVICES	\$ 28,290.00	\$ 44,635.54	\$ -	\$ -		\$ 40,000.00
311-595-62-63	CONSTRUCTION	\$ 60,000.00	\$ 124,041.00	\$ -	\$ -		\$ -
311-595-70-63	ROADSIDE LANDSCAPING	\$ -	\$ -	\$ -	\$ -		\$ -
	Total Expenditures	\$ 88,290.00	\$ 168,676.54	\$ -	\$ -		\$ 40,000.00
	PROJECTED ENDING FUND BALANCE			\$ 112,225.39	\$ 168,450.90		\$ (40,000.00)
							\$ 128,451.00
STORMWATER FUND #401							
401-2980000	BEGINNING FUND BALANCE	\$ -	\$ 186,147.26	\$ 264,686.45	\$ 256,588.86		\$ 184,971.00
Major Fund Sources: Stormwater Utility Tax, Real Estate Excise Tax							
401-343-13-00	STORMWATER SYSTEM MAINTENANCE	\$ 29,087.00	\$ 30,141.47	\$ 25,877.00	\$ 14,179.78	54.80%	\$ 25,248.63
401-343-83-00	STORMWATER RESERVE FOR CAPITAL	\$ 47,337.00	\$ 49,053.12	\$ 42,112.00	\$ 23,076.61	54.80%	\$ 41,090.37
401-361-11-00	INVESTMENT INTEREST	\$ 394.00	\$ 431.72	\$ 393.00	\$ 655.39	166.77%	\$ 1,000.00
401-334-00-70	Grant KC	\$ -	\$ -	\$ -	\$ -		\$ 13,000.00
401-334-00-71	Grant	\$ -	\$ -	\$ -	\$ -		\$ 40,000.00
	Total Revenues	\$ 76,818.00	\$ 79,626.31	\$ 68,382.00	\$ 37,911.78	55.44%	\$ 120,339.00
Major Fund Uses: Stormwater Maintenance and Construction							
401-511-30-35	OFFICE EQUIPMENT & IT SUPPORT	\$ -	\$ 372.58	\$ -	\$ -	1103.59%	\$ 45,000.00
401-542-40-48	STORM DRAIN MAINTENANCE	\$ 3,814.00	\$ 372.59	\$ 3,814.00	\$ 42,090.76	48.42%	\$ 4,000.00
401-542-67-41	STREET CLEANING	\$ 1,148.00	\$ 3,780.00	\$ 3,000.00	\$ 1,452.50	68.17%	\$ 3,727.00
401-542-70-10	SALARY - PUBLIC WORKS DEPT	\$ 3,043.00	\$ 3,319.88	\$ 3,727.00	\$ 2,540.79	64.51%	\$ 433.76
401-542-70-21	PAYROLL TX - PUBLIC WORKS DEPT	\$ 239.00	\$ 382.05	\$ 433.76	\$ 279.82	53.05%	\$ 669.23
401-542-70-22	BENEFITS - PUBLIC WORKS DEPT	\$ 846.00	\$ 565.16	\$ 669.23	\$ 355.05	75.23%	\$ 429.37
401-542-70-23	RETIREMENT - PUBLIC WORKS DEPT	\$ 359.00	\$ 392.45	\$ 429.37	\$ 323.02		\$ 80,000.00
401-543-20-41	ENGINEER SERVICES - GENERAL	\$ 35,000.00	\$ -	\$ -	\$ 1,125.00		\$ 20,000.00
401-595-30-63	STORMWATER CONSTRUCTION	\$ -	\$ -	\$ -	\$ 67,577.25		\$ 30,000.00
401-595-30-41	STORMWATER CONSULT-ENGRG.	\$ -	\$ -	\$ -	\$ -		\$ -
	Total Expenditures	\$ 44,449.00	\$ 8,812.13	\$ 12,073.37	\$ 115,744.19	958.67%	\$ 184,259.37
	PROJECTED ENDING FUND BALANCE			\$ 320,995.09	\$ 178,756.45		\$ (63,920.37)
							\$ 121,050.63
STREET PERFORM BOND FUND #622							
622-3088000	BEGINNING FUND BALANCE	\$ -	\$ 193,367.64	\$ 191,740.97	\$ 192,147.64		\$ 203,147.64
Major Fund Sources: Deposits							
622-386-00-40	DEPOSITS	\$ 60,000.00	\$ 33,750.00	\$ 40,000.00	\$ 60,000.00	150.00%	\$ 30,000.00
	Total Revenues	\$ 60,000.00	\$ 33,750.00	\$ 40,000.00	\$ 60,000.00	150.00%	\$ 30,000.00

Account Number	Account Title	Budget 2017 Fiscal Year Ending 12/31/2017	Actual 2017 Fiscal Year Ending 12/31/2017	2018 Adopted Budget	Actual 2018 through 9/30/2018	% YTD to Budget	FINAL 2019 BUDGET
Major Fund Uses: Funds held against loss or destruction of Town Assets							
622-586-00-40	PERFORMANCE BOND REFUND	\$ 30,000.00	\$ 34,970.00	\$ 100,000.00	\$ 18,750.00	18.75%	\$ 60,000.00
	Total Expenditures	\$ 30,000.00	\$ 34,970.00	\$ 100,000.00	\$ 18,750.00	18.75%	\$ 60,000.00
	PROJECTED ENDING FUND BALANCE			\$ 131,740.97	\$ 233,397.64		\$ (30,000.00) \$ 173,147.64
WETHERILL NTR PRESRV FUND #623							
623-3088000	BEGINNING FUND BALANCE	\$ -	\$ 90,775.81	\$ 91,879.13	\$ 91,603.30		\$ 32,016.00
Major Fund Sources: Public (towns) and private contributions							
623-341-50-00	SALE OF A POINT IN TIME BOOKS	\$ -	\$ 40.00	\$ -	\$ -		
623-361-11-00	INVESTMENT INTEREST	\$ 466.00	\$ 1,164.51	\$ 910.00	\$ 1,568.53	172.37%	\$ 400.00
623-366-00-00	PUBLIC DONATIONS - WNP	\$ 10,000.00	\$ 11,700.00	\$ 11,000.00	\$ 10,000.00	90.91%	\$ 11,000.00
623-367-00-00	PRIVATE DONATIONS - WNP	\$ 6,000.00	\$ 10,540.00	\$ 6,000.00	\$ 4,130.00	68.83%	\$ 8,000.00
623-366-10-00	PUBLIC DONATIONS - PROJECTS						
623-367-10-00	PRIVATE DONATIONS - PROJECTS						
	Total Revenue	\$ 16,466.00	\$ 23,444.51	\$ 17,910.00	\$ 15,698.53	87.65%	\$ 25,000.00 \$ 44,400.00
Major Fund Uses: Maintenance and Improvement to the nature preserve							
623-576-90-10	SALARY - PUBLIC WORKS DEPT	\$ 3,043.00	\$ 3,319.88	\$ 3,727.00	\$ 2,540.79	68.17%	\$ 2,000.00
	Hourly Labor for Istvan @ \$50						
623-576-90-21	PAYROLL TX - PUBLIC WORKS DEPT	\$ 239.00	\$ 382.11	\$ 434.00	\$ 280.12	64.54%	
623-576-90-22	BENEFITS - PUBLIC WORKS DEPT	\$ 846.00	\$ 565.28	\$ 669.00	\$ 355.05	53.07%	
623-576-90-23	RETIREMENT - PUBLIC WORKS DEPT	\$ 359.00	\$ 392.55	\$ 429.00	\$ 323.10	75.31%	
623-576-90-31	SUPPLIES - WNP	\$ 1,276.00	\$ -	\$ 2,000.00	\$ -	0.00%	\$ 2,000.00
623-576-90-40	MISCELLANEOUS - WNP	\$ 25,000.00	\$ 17,847.20	\$ 20,000.00	\$ 21,187.19	105.94%	\$ 20,000.00
623-576-90-41	WETHERILL NATURE PRS-PROF SVCS	\$ -	\$ 110.00	\$ -	\$ -		
623-576-90-50	PROJECT EXPENSE						
	Total Expenditures	\$ 30,763.00	\$ 22,617.02	\$ 27,259.00	\$ 24,686.25	90.56%	\$ 25,000.00 \$ 49,000.00
	PROJECTED ENDING FUND BALANCE			\$ 82,530.13	\$ 82,615.58		\$ (4,600.00) \$ 27,416.00
Wetherill Endowment Fund #601							
BEGINNING FUND BALANCE							
Major Fund Sources							
601-366-00-00	INVESTMENT INTEREST						\$ 50,590.00
	Total Revenue						\$ 800.00 \$ 800.00
Major Fund Uses:							
	PROJECTED ENDING FUND BALANCE						\$ 51,390.00
AGENCY REMITTANCE FUND #631							
631-2088000	BEGINNING FUND BALANCE	\$ -	\$ 9,639.41	\$ 13,810.86	\$ 12,768.00		\$ 15,000.00
Major Fund Sources: Fees collected through the Kirkland Municipal Court							
631-386-10-00	STATE RMT - BLDG CODE COUNCIL	\$ 155.00	\$ 117.00	\$ 108.00	\$ 103.00	95.37%	\$ 147.14
631-386-12-00	KC RMT - CRIME VICTIMS	\$ 56.00	\$ 43.46	\$ 29.00	\$ 37.52	129.38%	\$ 53.60
631-386-83-00	STATE RMT - TRAUMA CARE	\$ 77.00	\$ 75.39	\$ 74.00	\$ 68.63	92.74%	\$ 98.04
631-386-83-31	Auto Theft Prevention	\$ 138.00	\$ 151.55	\$ 150.00	\$ 138.30	92.20%	\$ 197.57
631-386-83-32	TRAUMA BRAIN INJURY	\$ 46.00	\$ 27.85	\$ 26.00	\$ 23.52	90.46%	\$ 33.60

Account Number	Account Title	Budget 2017	Actual 2017	2018 Adopted Budget	Actual 2018	% YTD to Budget	FINAL 2019 BUDGET
		Fiscal Year Ending 12/31/2017	Fiscal Year Ending 12/31/2017	Budget	through 9/30/2018		
631-386-89-09	WSP Hiway Acct	\$ 99.00	\$ -	\$ -	\$ -		\$ -
631-386-89-12	AccessCommAcct	\$ 67.00	\$ 199.97	\$ -	\$ -		\$ -
631-386-89-13	MultiTransacct	\$ 67.00	\$ 199.99	\$ -	\$ -		\$ -
631-386-89-14	Hwy Safety Act	\$ 25.00	\$ -	\$ -	\$ -		\$ -
631-386-89-15	Death Inv Account	\$ 17.00	\$ -	\$ -	\$ -		\$ -
631-386-91-00	PSEA 1 STATE PORTION FUND 40	\$ 1,412.00	\$ 1,193.09	\$ 905.00	\$ 1,080.85	119.43%	\$ 1,544.07
631-386-92-00	PSEA 2 FUND 50	\$ 643.00	\$ 732.80	\$ 533.00	\$ 655.43	122.97%	\$ 936.33
631-386-93-00	PSEA 3 FUND 54	\$ 127.00	\$ 24.68	\$ -	\$ 30.49		\$ 43.56
631-386-97-00	STATE RMT - JIS ACCOUNT	\$ 301.00	\$ 362.81	\$ 292.00	\$ 291.96	99.99%	\$ 417.09
	Total Revenues	\$ 3,230.00	\$ 3,128.59	\$ 2,117.00	\$ 2,429.70	114.77%	\$ 3,471.00
Major Fund Uses: Pass-through to State of Washington and King County							
631-586-10-00	STATE RMT - BLDG CODE COUNCIL	\$ 155.00	\$ -	\$ 459.00	\$ -		\$ -
631-586-12-00	KC RMT - CRIME VICTIMS	\$ -	\$ -	\$ 213.00	\$ -		\$ -
631-586-83-00	STATE RMT - TRAUMA CARE	\$ 56.00	\$ -	\$ 547.00	\$ -		\$ 45.00
631-586-84-00	State Remit-Auto Theft	\$ 215.00	\$ -	\$ 1,039.00	\$ -		\$ 185.00
631-586-85-00	State Rmt- Trauma Brain	\$ 46.00	\$ -	\$ 227.00	\$ -		\$ 40.00
631-586-86-10	WSP Hiway Account	\$ 99.00	\$ -	\$ 94.00	\$ -		\$ -
631-586-86-20	Hwy Safety Account	\$ 25.00	\$ -	\$ 51.00	\$ -		\$ -
631-586-86-30	Death Investigation Account	\$ 17.00	\$ -	\$ 53.00	\$ -		\$ -
631-586-91-00	STATE RMT - PSEA 1	\$ 1,718.00	\$ -	\$ 4,165.00	\$ -		\$ 1,500.00
631-586-92-00	STATE RMT - PSEA 2	\$ 643.00	\$ -	\$ 2,217.00	\$ -		\$ 900.00
631-586-93-00	State Remittance PSEA 3	\$ 127.00	\$ -	\$ 1,980.00	\$ -		\$ 45.00
631-586-96-00	STATE RMT - CRIME LAB	\$ -	\$ -	\$ 1,055.00	\$ -		\$ -
631-586-97-00	STATE RMT - JIS ACCOUNT	\$ 301.00	\$ -	\$ 1,608.00	\$ -		\$ 400.00
	Total Expenditures	\$ 3,402.00	\$ -	\$ 13,708.00	\$ -		\$ 3,115.00
	PROJECTED ENDING FUND BALANCE			\$ 2,219.86	\$ 15,197.70		\$ 15,356.00

Gifts and Bequests FUND 650

650-5088000	BEGINNING FUND BALANCE	\$ -	\$ 35,800.73	\$ 3,336.90	\$ 3,323.61		\$ 3,400.00
Major Fund Sources: Citizen Gifts and Bequests							
650-561-11-00	INVESTMENT INTEREST	\$ 11.00	\$ 39.88	\$ 5.00	\$ 53.89	1077.80%	\$ 75.00
	Total Revenues	\$ 11.00	\$ 39.88	\$ 5.00	\$ 53.89	1077.80%	\$ 75.00

Major Fund Uses: As specified or not by donor

650-597-00-00	Operating Transfers Out	\$ 32,517.00	\$ 32,517.00	\$ -	\$ -		\$ 75.00
	Total Expenditures	\$ 32,517.00	\$ 32,517.00	\$ -	\$ -		\$ 75.00
	PROJECTED ENDING FUND BALANCE			\$ 3,341.90	\$ 3,377.50		\$ 3,475.00

Account Number	Account Title	Budget 2017 Fiscal Year Ending 12/31/2017	Actual 2017 Fiscal Year Ending 12/31/2017	2018 Adopted Budget	Actual 2018 through 9/30/2018	% YTD to Budget	FINAL 2019 BUDGET
	2018 Adopted Revenues			\$ 2,329,957.86			
	2018 Adopted Expenditures			\$ 2,680,309.03			
	2019 Estimated Beginning Balance						\$ 3,653,439.64
	2019 Proposed Revenues						\$ 2,176,160.94
	2019 Proposed Expenditures						\$ 2,424,981.86
	2019 Estimated Ending Balance						\$ 3,404,618.71
							11/13/018

YARROW POINT

Final 2019 Budget Summary

	Forecast Beginning Balance 1/1/19	Proposed 2019 Revenue	Proposed 2019 Expenditures	Net Revenue minus Expenses 2019	Forecast 2019 Ending Balance	Comments
001 - General Fund	977,092	1,167,208	1,151,000	16,208	993,300	
101 - Street Fund	347,702	112,000	227,000	(115,000)	232,702	
103 - Contingency	294,724	8,000		8,000	302,724	
104 - Community Development	625,204	199,868	535,000	(335,132)	290,072	
211 - Bond Redemption	17,613	90,000	85,608	4,392	22,005	
301 - Capital Improvement 1	380,790	200,000	45,000	155,000	535,790	
304 - Capital Improvement 2	352,739	200,000	45,000	155,000	507,739	
311 - Current Year Capital	168,451	0	40,000	(40,000)	128,451	
401 - Stormwater	184,971	120,339	184,259	(63,920)	121,051	
622 - Street Perform Bond Fund	203,148	30,000	60,000	(30,000)	173,148	
623 - Wetherill Ntr Preserve	32,016	44,400	49,000	(4,600)	27,416	
601 - Wetherill Endowment Fund	50,590	800	0	800	51,390	
631 - Agency Remittance Fund	15,000	3,471	3,115	356	15,356	
650 - Gifts and Bequests Fund	3,400	75	0	75	3,475	
	3,653,440	2,176,161	2,424,982	(248,821)	3,404,619	

**TOWN OF YARROW POINT
2018 - 3RD QTR FINANCIAL SUMMARY**

FUND	USES	BUDGET	ACTUAL 9/18	%	COMMENTS
001 - GENERAL FUND					
Revenues	Taxes, lease, interest,	\$ 1,135,349	\$ 889,908	78%	
Expenditures	Police, Fire, Staff, Facility, Legal, Trainings	\$ 1,199,208	\$ 887,997	74%	
101 - STREET FUND					
Revenues	Transferred funds , Heavy Vehicle Fee	\$ 316,487	\$ 302,956	96%	
Expenditures	Street Maint, ROW Maint, Construction, PW	\$ 487,918	\$ 214,541	44%	
103 - CONTINGENCY					
Revenues	Investment Earnings	\$ 3,158	\$ 3,473	110%	
Expenditures					
104 - COMMUNITY DEVELOPMENT					
Revenues	Permit fees, Grants, WSDOT Reimbursements	\$ 292,550	\$ 198,517	68%	
Expenditures	Planner, Engineer, Building Official, Staff,	\$ 464,537	\$ 209,707	45%	
211 - BOND REDEMPTION					
Revenues	Transferred funds	\$ 90,000	\$ 90,000	100%	
Expenditures	Loan Payments	\$ 85,608	\$ 42,804	50%	

**TOWN OF YARROW POINT
2018 - 3RD QTR FINANCIAL SUMMARY**

FUND	USES	BUDGET	ACTUAL 9/18	%	COMMENTS
301 - CAPITAL IMPROVEMENT 1					
Revenues	REET	\$ 182,000	\$ 211,198	116%	
	<i>Transfers to funds 101 and 211</i>				
Expenditures		\$ 145,000	\$ 145,000	100%	
304 - CAPITAL IMPROVEMENT 2					
Revenues	REET	\$ 182,000	\$ 211,117	116%	Revenues steady
	<i>Transfers to funds 101 and 211</i>				Transfers complete
Expenditures		\$ 145,000	\$ 145,000	100%	
311 - CURRENT YEAR CAPITAL					
Revenues	Transferred funds				
	<i>Current Projects as budgeted</i>				No projects budgeted out of 311
Expenditures					
401 - STORMWATER					
Revenues	Stormwater Utility Fees, REET	\$ 68,382	\$ 37,912	55%	Revenues steady
	<i>Stormwater maintenance and Construction</i>				Emergency Stormwater Repairs; Included in 2018 Budget Amendment
Expenditures		\$ 12,073	\$ 115,744	959%	
622 - PERFORMANCE BONDS					
Revenues	Deposits	\$ 40,000	\$ 60,000	150%	
Expenditures	<i>Refunds</i>	\$ 100,000	\$ 18,750	19%	Included in 2018 Budget Amendment

**TOWN OF YARROW POINT
2018 - 3RD QTR FINANCIAL SUMMARY**

FUND	USES	BUDGET	ACTUAL 9/18	%	COMMENTS
623 - WETHERILL					
Revenues	Public & Private contributions	\$ 17,910	\$ 15,699	88%	Set by Wetherill Board
Expenditures	Maintenance and Improvements	\$ 27,259	\$ 24,686	91%	Included in 2018 Budget Amendment
631- AGENCY REMITTANCE					
Revenues	Fees collected through Muni Court	\$ 2,117	\$ 2,430	115%	To be remitted
Expenditures	Pass-through to State and County	\$ 13,708	\$ -	0%	
650 - GIFTS AND BEQUESTS					
Revenues	Donations & Interest	\$ 5	\$ 54	1080%	
Expenditures	As specified by donors				

**Business of The Town Council
Town of Yarrow Point, WA**

Agenda Bill 18-34
November 13, 2018

2018 Budget Amendment	Proposed Council Action: Adopt Ordinance No. 691
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Presented by:	Town Mayor
Exhibits	Ordinance No. 691

Summary:

It is difficult to anticipate every possible financial scenario within a financial year. The Town cannot exceed the expenditures approved by the 2018 budget. In instances where unforeseen circumstances result in unanticipated expenses, the Town will need to amend the budget to reflect the circumstances.

The Town has encountered the following unanticipated expenses:

Fund 401 – Stormwater Fund: 2018 budget states \$12,073.37 for expenditures for the stormwater fund. Emergency repairs on 47th, 42nd and 95th resulted in to-date expenses of \$115,744. With Staff’s anticipated expenses for the remainder of 2018, the request is to amend the 401 expenses for 2018 to \$136,000.

Fund 632 – Wetherill Fund: The 2018 budget states \$27,259 in expenses and they are anticipating a year-end estimate for expenditures of \$33,500.

Fund 622 – Street Performance Bond Fund: the 2018 budget states \$100,000 in expenditures. After much research it was found that there are deposits that have not been refunded, back to 2010. The to-date expenditures (including the refunds approved earlier in this meeting) total \$154,250. With the possibility of more funds as building permits are finalized, the request is to amend the expenditures to \$173,000.

<u>Recommended Action:</u> Move to adopt Ordinance No.691: An Ordinance of the Town of Yarrow Point, Washington, Amending the Budget for Fiscal Year 2018 to Account for Unforeseen Expenditures; and Establishing an Effective Date.

**TOWN OF YARROW POINT
ORDINANCE NO. 691**

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON,
AMENDING THE BUDGET FOR FISCAL YEAR 2018 TO ACCOUNT FOR
UNFORESEEN EXPENDITURES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town Council adopted the Yarrow Point Town budget for fiscal year 2018 by Ordinance No. 686 on December 12, 2017; and

WHEREAS; the beginning fund balances set forth in the 2018 budget were only estimated in 2017 and are now known in sum certain amounts; and

WHEREAS; certain expenditures and adjustments, the necessity and/or amount of which were unexpected by the City, have occurred during the course of 2018; and

WHEREAS; new revenues and corresponding expenditures should be realized in and reflected by the adopted budget through an amendment thereof; and

WHEREAS, pursuant to RCW 35A.33.120, the Town Council finds that it is in the best interest of the Town to decrease all or portions of the total appropriations provided for certain funds as set forth in the adopted 2018 budget, and to re-appropriate the same for another purpose or purposes, as provided herein;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF YARROW POINT AS FOLLOWS:

SECTION 1. The budget for the fiscal year 2018 is hereby amended as follows:

FUND	NAME	AMENDED BEGINNING FUND BALANCE	ORIGINAL BUDGETED REVENUES	ORIGINAL BUDGETED EXPENDITURES	AMENDED EXPENDITURES	AMENDED UNDESIGNATED FUND BALANCE
401	Stormwater Fund	264,686.45	68,382.00	12,073.37	136,000.00	197,068.45
632	Wetherill Fund	91,879.13	17,910.00	27,259.00	33,500.00	76,289.13
622	Street Performance Bond Fund	191,740.97	40,000.00	100,000.00	173,000.00	58,740.97

SECTION 2. The 2018 budget is hereby amended in accordance with Section 1 of this Ordinance. The Clerk-Treasurer shall cause a copy of this Ordinance to be filed with the Auditor of the State of Washington, Division of Municipal Corporations, and with the Association of Washington Cities.

SECTION 3. If any section, subsection, sentence, clause, phrase or word of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

SECTION 4. This ordinance shall be in full force and effect five days after its passage and publication.

PASSED AND APPROVED by the Council of the Town of Yarrow Point at a regularly scheduled meeting this 13th day of November, 2018.

Richard Cahill, Mayor

ATTEST:

APPROVED AS TO FORM:

Bonnie Ritter, Clerk-Treasurer

Scott Missall, Attorney

FILED WITH THE TOWN CLERK:
PASSED BY THE TOWN COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.:

**Business of The Town Council
Town of Yarrow Point, WA**

Agenda Bill 18-35
November 13, 2018

CIP Amendment	Proposed Council Action: Adopt Ordinance No. 692
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Presented by:	Town Attorney
Exhibits	Ordinance No. 692

Summary:

Staff was asked to add a transportation project (2” Grind and Overlay .12 mile of 95th Ave NE) to the 2019 Capital Improvement Plan (“CIP”). The CIP was adopted July 11, 2018. Per RCW 36.70A.130(2)(a), CIPs may only be revised once per year. However, amendments to CIPs may be considered more frequently than once per year in certain circumstances, including amendments to the capital facilities element of a comprehensive plan which occur concurrently with the adoption or amendment of a county or city budget. RCW 36.70A.130(2)(a)(iv). The CIP is a component of the capital facilities element, so it fits within this exception so long as a budget amendment occurs concurrently with the CIP amendment. In this case, the Town’s 2018 budget needed several amendments so the opportunity arose to concurrently amend the CIP.

Recommended Action:
Move to adopt Ordinance No.692: An Ordinance of the Town of Yarrow Point, Washington Amending the 2019-2024 Capital Improvement Plan to Include an Additional Project; and Establishing an Effective Date

**TOWN OF YARROW POINT
ORDINANCE NO. 692**

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON
AMENDING THE 2019-2024 CAPITAL IMPROVEMENT PLAN TO INCLUDE AN
ADDITIONAL PROJECT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The Town Engineer prepared and presented to the Town Council on June 12, 2018, a schedule of proposed transportation and stormwater improvements in the form of a Six-Year Capital Improvement Plan for 2019 through 2024; and

WHEREAS, pursuant to RCW 35.77.010, the Town Council reviewed the proposed Six-Year Capital Improvement Plan at a public hearing held July 10th, 2018; and

WHEREAS, the Town Council considered and adopted the 2019-2024 Capital Improvement Plan on July 10, 2018; and

WHEREAS, the Town Council now desires to amend the 2019-2024 Capital Improvement Plan to include an additional transportation improvement project in 2019 as attached and incorporated hereto as **Exhibit A**; and

WHEREAS, pursuant to RCW 36.70A.130(2)(b)(iv), the Town Council may amend the Capital Improvement Plan more than once annually so long as the amendment occurs concurrently with the adoption or amendment of a Town budget; and

WHEREAS, pursuant to RCW 35A.33.120, the Town Council has found it is in the best interest of the Town to concurrently adopt Ordinance No. 691 amending the Town's budget for fiscal year 2018;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF YARROW POINT AS FOLLOWS:

SECTION 1. The Town of Yarrow Point hereby adopts the amended Town of Yarrow Point 6-Year Capital Improvement Plan 2019– 2024 attached and incorporated hereto as **Exhibit A**.

SECTION 2. The Town Clerk is directed to keep on file with the records of the Town a complete and accurate copy of this Ordinance and the Capital Improvement Plan, and to forward a copy of the Capital Improvement Plan to the Washington State Director of Transportation not more than thirty days after adoption of this Ordinance.

SECTION 3. If any section, subsection, sentence, clause, phrase or word of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

SECTION 4. This ordinance shall be in full force and effect five days after its passage and publication.

PASSED AND APPROVED by the Council of the Town of Yarrow Point at a regularly scheduled meeting this 13th day of November, 2018.

Richard Cahill, Mayor

ATTEST:

APPROVED AS TO FORM:

Bonnie Ritter, Clerk-Treasurer

Scott Missall, Town Attorney

FILED WITH THE TOWN CLERK:
PASSED BY THE TOWN COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.:

**YARROW POINT
CAPITAL IMPROVEMENT PLAN (2019 - 2024)
TRANSPORTATION IMPROVEMENT PLAN (2019 - 2024)**

DATE SUBMITTED: November 13, 2018

Approved by: Yarrow Point Town Council
Date: November 13, 2018
Ordinance Number: 692

NO.	YEAR	STREET / LOCATION	FROM	TO	(mi)	PROJECT SCOPE	CONDITION	BUDGET	SOURCE
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I. TRANSPORTATION IMPROVEMENT PROJECTS

T - 1	2019	95th Ave NE	NE 38th Street	NE 40th Street	0.12	2" Grind and Overlay	3.5	\$50,000.00	REET Heavy Truck Fee
T - 2	2020	NE 37th Place	92nd Ave NE	West to Lake	0.14	2" Grind and Overlay - Design/ Bid/ Construct/ Close Out	3.5	\$160,000.00	REET Heavy Truck Fee
T - 3	2020	91st Ave NE NE 42nd Street	NE 42nd St 92nd Ave NE	92nd Ave NE Road End Beach	0.15 0.15	2" Grind and Overlay in conjunction with stormwater project (Completed after Stormwater (S-1 & 2) and UGC project U-1 & 2)	3.5	\$220,000.00	REET Heavy Truck Fee
T - 4	2021	NE 34th Street	92nd Ave NE	West to Lake	0.16	2" Grind and Overlay - Design/ Bid/ Construct/ Close Out	3.5	\$160,000.00	REET Heavy Truck Fee
T - 5	2022	NE 40th Street	92nd Ave NE	95th Ave NE	0.17	2" Grind and Overlay (Completed after Stormwater (S-3 & 4) and UGC project U-3 & 4)	3.5	\$160,000.00	REET Heavy Truck Fee
T - 6	2024	94th Ave NE	92nd Ave NE	NE 40th Street	0.16	2" Grind and Overlay (Completed after Stormwater (S-5 & 6) and UGC project U-5 & 6)	3.5	\$160,000.00	REET Heavy Truck Fee

II. STORM WATER PROJECTS

S - 1	2019	NE 42nd Street	92nd Ave NE	Road End Beach	0.15	NE 42nd St - Final Engineering Design (850LF)		\$30,000.00	REET SW Utility
S - 2	2020	NE 42nd Street	92nd Ave NE	Road End Beach	0.15	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Upsize 850LF of 12" diam. pipe to 24" diam.)		\$370,000.00	REET SW Utility
S - 3	2021	NE 40th Street	92nd Ave NE	94th Ave NE	0.12	Final Engineering Design (Upsize 450LF NE 40th St CIP #1)		\$25,000.00	REET SW Utility
S - 4	2022	NE 40th Street	92nd Ave NE	94th Ave NE	0.12	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Upsize 450LF 8" to 12" & 18" NE 40th St CIP #1)		\$150,000.00	REET SW Utility
S - 5	2023	94th Ave NE (CIP #2)	92nd Ave NE	NE 40th St	0.16	Final Engineering Design (815LF)		\$30,000.00	REET SW Utility
S - 6	2024	94th Ave NE (CIP #2)	92nd Ave NE	NE 40th St	0.16	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Upsize 815LF of 8" diam. pipe to 12" diam.)		\$350,000.00	REET SW Utility

III. UNDERGROUND CONVERSION PROJECTS

U - 1	2019	91st Ave NE NE 42nd S	NE 42nd St 92nd Ave NE	92nd Ave NE Road End Beach	0.15 0.15	Final Design		\$40,000.00	REET
U - 2	2020	91st Ave & NE 42nd NE 42nd S	NE 42nd St 92nd Ave NE	92nd Ave NE Road End Beach	0.15 0.15	Construction: 800LF single-phase/705LF three-phase w/ no street lights Bid/ Manage/ Construct/ Close Out		\$360,000.00	REET
U - 3	2021	NE 40th Street	92nd Ave NE	95th Ave NE	0.23	Final Design		\$40,000.00	REET
U - 4	2022	NE 40th Street	92nd Ave NE	95th Ave NE	0.23	Construction: 900LF three-phase and 300LF single-phase w/ 2 street lights Bid/ Manage/ Construct/ Close Out		\$360,000.00	REET
U-5	2023	94th Ave NE	92nd Ave NE	NE 40th Street	0.16	Final Design		\$20,000.00	REET
U-6	2024	94th Ave NE	92nd Ave NE	NE 40th Street	0.16	Construction: 815LF single-phase w/ no street lights Bid/ Manage/ Construct/ Close Out		\$180,000.00	REET

IV. OTHER PROJECTS

O - 1	2019	4030 95th Ave NE				Construction: Town Hall Playground (1/2 cost in 2018 and 1/2 cost in 2019)		\$100,000.00	REET
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- 1 = excellent (new/recent overlay within past 5-10 yr. +-)
- 2 = good (older overlay, no obvious damage)
- 3 = fair (some cracks)
- 4 = fair-poor (several cracks, some alligators/settlement)
- 5 = poor (several cracks, alligators, settlement/potholes)

- 1) The above budget figures shown are in 2018 dollars and are to be considered preliminary probable project costs only. More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.
- 2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.

**Business of The Town Council
Town of Yarrow Point, WA**

Agenda Bill 18-36
November 13, 2018

Revision of the Construction Permit Deposit Fee and Refunding Process	Proposed Council Action: Adopt Ordinance No. 693
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Presented by:	Town Attorney
Exhibits	Ordinance No. 693

Summary:

The local and state statutes permit the Town to request deposits to ensure that the Town’s streets and roads are maintained in a clean and safe manner during the course of local projects. The Yarrow Point Municipal Code currently calls for the project applicant to deposit \$3,000 with the Town, if the Building Official determines such a deposit is necessary. Upon completion of the project, the existing Code requires the project applicant to request a refund of any remaining deposit amount.

However, as the Town discovered during the course of this year’s budget review, not everyone requested their deposit back. This resulted in the Town having a surplus of abandoned deposits that had to be turned over to the state. To eliminate this problem, the Mayor asked that the code be revised to automatically return any remaining deposit within 30 days of the issuance of certificate of occupancy. Additionally, the Mayor also asked that the deposit be increased in the ordinance from \$3,000 to \$3,750 to reflect the current practice.

Recommended Action:
Move to adopt Ordinance No.693: An Ordinance of the Town of Yarrow Point, Washington Amending Yarrow Point Municipal Code Section 12.30.050(C) and 12.30.050(E) and Resolution 337 to Increase the Construction Permit Deposit Fee Amount and Provide for Automatic Refund of Unused Construction Permit Deposits; and Establishing an Effective Date

**TOWN OF YARROW POINT
ORDINANCE NO. 693**

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON,
AMENDING YARROW POINT MUNICIPAL CODE SECTIONS 12.30.050(C) AND
12.30.050(E) AND RESOLUTION 337 TO INCREASE THE CONSTRUCTION
PERMIT DEPOSIT FEE AMOUNT AND PROVIDE FOR AUTOMATIC REFUND OF
UNUSED CONSTRUCTION PERMIT DEPOSITS; AND ESTABLISHING AN
EFFECTIVE DATE.

WHEREAS, the Town is invested in ensuring that its streets and roads remain clean, safe, and in good repair; and

WHEREAS, during construction, excavating, material hauling, or demolition of certain projects, the Town's streets and roads are at risk of being damaged; and

WHEREAS, the Town is permitted to require and collect a deposit to assure that project applicants maintain the streets and roads in good repair during the course of their project; and

WHEREAS, the expense of maintaining streets and roads during and after construction activities has increased, and it is in the best interest of the Town to increase its deposit fee and account for said increase; and

WHEREAS, the Town finds it in the best interest of the Town to establish a procedure to expedite refunding the balance of street and road deposits to the person or entity entitled to same upon issuance of the certificate of occupancy for the project;

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF YARROW POINT AS FOLLOWS;

SECTION 1. Section 12.30.050(C) of the Yarrow Point Municipal Code is hereby amended in full to read as follows:

C. A ~~\$3,750~~ ~~\$3,000~~ deposit for street cleaning and/or repairs may be required at the time a construction, excavation, material hauling, or demolition permit is issued and prior to the beginning of any construction activities, if, in the opinion of the town building official, the construction activity will likely result in damage to or dirt, mud, or other debris on the streets. The deposit balance shall be replenished to ~~\$3,750~~ ~~\$3,000~~ following any town draws pursuant to subsection D of this section.

SECTION 2. Section 12.30.050(E) of the Yarrow Point Municipal Code is hereby amended in full to read as follows:

E. The balance of any ~~cleaning~~ deposit received pursuant to Section 12.30.050(C) shall be refunded by the Town to the depositing person or entity within thirty (30) days after issuance of the certificate of occupancy for the

~~project to which the deposit was made, following 180 days after the completion of the project or work, and only then upon approval by the town building official that all damage or repairs to the public right of way or ways open to the public are satisfactorily repaired or restored.~~

SECTION 3. Resolution 337, Section 2(j) “Refund of Deposit” is hereby amended in full to read as follows:

~~Upon issuance of the certificate of occupancy, the balance of any deposit received pursuant to Section 12.30.050(C) will be refunded by the Town to the depositing person or entity within thirty (30) days. Refunds of any street performance deposit or street deposit parking deposit may be requested after final inspection approval. Applicants must request the refund in writing. Deposits will be refunded 180 days after final inspection. Any deposit not refunded after two years following final inspection will be remitted to the Washington State Department of Revenue as unclaimed property.~~

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

SECTION 5. This Ordinance shall be in full force and effect five days after publication of a summary hereof consisting of the title of this Ordinance, in accordance with RCW 35A.13.200.

PASSED AND APPROVED by the Council of the Town of Yarrow Point at a regularly scheduled meeting this 13th day of November, 2018.

Richard Cahill, Mayor

ATTEST:

APPROVED AS TO FORM:

Bonnie Ritter, Clerk-Treasurer

Scott Missall, Town Attorney

FILED WITH THE TOWN CLERK:
PASSED BY THE TOWN COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: