

**YARROW POINT  
TOWN COUNCIL MEETING AGENDA  
September 14, 2021  
7:00 p.m. via conference call at:  
206-485-3849 Conference ID: 872 469 659#**

Members of the public may participate by phone/online. Individuals who call in remotely who wish to speak live should register their request with the Deputy Clerk at 425-454-6994 or email [depclerk@yarrowpointwa.gov](mailto:depclerk@yarrowpointwa.gov) and leave a message before 4:30PM on the day of the September 14, 2021 Council meeting. Wait for the Deputy Clerk to call on you before making your comment. If you dial in via telephone, please unmute yourself by dialing \*6 when it is your turn to speak. Speakers will be allotted 3-minutes for comments. Please state your name and address and you will be asked to stop when you reach the 3-minute limit.

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

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Phone Conference ID: 872 469 659#

**PLEDGE OF ALLEGIANCE**

**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. Please state your name and address and limit comments to 3 minutes. If you call in via telephone, please unmute yourself by dialing \*6 when it is your turn to speak. Comments via email may be submitted to [depclerk@yarrowpointwa.gov](mailto:depclerk@yarrowpointwa.gov) or regular mail to: Town of Yarrow Point 4030 95<sup>th</sup> Ave NE Yarrow Point, WA. 98004.

**The Mayor will present legalities of how public meetings must be held and what essential business can be discussed during the COVID-19 Pandemic, in accordance with State proclamations and guidelines.**

**1. MINUTES**

A. Minutes of regular meeting of July 13, 2021.

**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 21-38 – Preliminary Budget Discussion**

**5. AB 21-39 – Loan Payoff Discussion/action**

**6. AB 21-40 – Right of Way Management Discussion**

**7. AB 21-41 – Appointment of resident Jeff Shiu to the Planning Commission to complete Commissioner Jennifer Whittier's term**

**8. MAYOR & COUNCIL REPORTS**

**9. ADJOURNMENT**

*To subscribe to our email list, email Town Hall at: [townhall@yarrowpointwa.gov](mailto:townhall@yarrowpointwa.gov)  
Town of Yarrow Point, 4030 95<sup>th</sup> Ave. NE, Yarrow Point, WA 98004  
425-454-6994, [townhall@yarrowpointwa.gov](mailto:townhall@yarrowpointwa.gov)*

**TOWN OF YARROW POINT  
COUNCIL REGULAR MEETING (TELECONFERENCE) MINUTES  
July 13, 2021  
7:00 pm**

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 7:01pm

**PRESENT:**

**Mayor:** Dicker Cahill

**Councilmembers:** Stephan Lagerholm  
Carl Scandella  
Mary Elmore  
Andy Valaas  
Steve Bush

**Staff:** Bonnie Ritter – Clerk-Treasurer  
Austen Wilcox – Deputy Clerk  
Mona Green – Town Planner  
Stacia Schroeder – Town Engineer  
Scott Missall – Town Attorney

**Guests:** Kyle Kolling – Clyde Hill Police Department  
Chuck Porter – Resident  
Katy Harris – Resident  
Kathy Smith – Resident

**APPEARANCES:**

None.

**PUBLIC MEETING GUIDELINES**

Attorney Missall presented legalities of how public meetings must be held and what essential business can be discussed during the COVID-19 Pandemic, in accordance with State proclamations and guidelines.

**1. MINUTES**

**MOTION:** Councilmember Valaas moved to approve the regular meeting minutes of June 8, 2021 as presented. Councilmember Lagerholm seconded the motion.

**VOTE:** 5 For, 0 Against. Motion carried.

**MOTION:** Councilmember Valaas moved to approve the special meeting minutes of June 30, 2021 as presented. Councilmember Scandella seconded the motion.

VOTE: 4 For, 0 Against. 1 Abstained. Motion carried.  
Councilmember Lagerholm abstained as he was absent from the meeting.

## **2. CONSENT CALENDAR:**

MOTION: Councilmember Bush moved to approve the Consent Calendar as presented including the Payment Approval Report dated 7/7/2021 approving payments as shown totaling \$312,193.85 plus payroll, benefits, and tax expenses of \$30,971.01 as shown on the attached payroll and benefits reports for a grand total of \$343,164.86. Councilmember Elmore seconded the motion.

VOTE: 5 For, 0 Against. Motion carried.

## **3. STAFF REPORTS:**

### **A. Police Report**

Chief Kyle Kolling discussed recent legislation limiting police enforcement measures. Chief Kolling urges Council and residents to talk to local legislatures to voice opinions on the matter. He discussed the monthly reporting measures and Council requests the case reports to be added back.

### **B. Engineer Reports**

#### **2019 NE 42<sup>nd</sup> Street/ 91<sup>st</sup> Ave NE Stormwater Upsizing & UGC Project**

Town Engineer Schroeder said the primary focus for the month of July is restoration. The following activities are scheduled over the next month:

- PGH will complete the stormwater mainline on NE 42nd Street;
- PGH will replace the concrete driveway at 4405 91st Ave NE;
- PGH will install several keystone walls at various vault locations, repair the gravel shoulders, install the timber edge 4-ft off the edge of pavement on 91st Ave NE, and install irrigation in the NE 42nd St road end beach park;
- Comcast will cut over all remaining service on Saturday 7/10; and
- Lumen (CenturyLink) will remove poles on 7/12 (Monday) and PSE will remove poles on 7/13 and 7/14;

Town staff is assisting the various purveyors with resident notifications regarding power/ phone/cable outages as well as restoration activities.

Council discussed the feedback they have heard from residents. Council requests as little impact as possible on residents.

## **REGULAR BUSINESS**

### **4. AB 21-33: Town Hall Reopening Plan**

Mayor Cahill discussed the Town's planned reopening on July 14, 2021

- Staff has provided confirmation of vaccination.
- Protocol regarding mask requirements: If you have been fully vaccinated, and it has been at least 2 weeks since your second vaccination, you are not required to wear a mask in Town Hall. If you are not fully vaccinated, you must wear a mask to enter Town Hall.

- Supplied masks at Town Hall will be available.
- Notices regarding mask requirements will be posted.
- Council reviewed: Proclamation for Reopening
- Reopening Notice
- Washington Ready Proclamation No. 20-25.14.

Council reviewed:

- Proclamation for Reopening.
- Reopening Notice.
- Washington Ready Proclamation No. 20-25.14.

Mayor Cahill received no objections from Council and will sign the Proclamation for Reopening Town Hall on Wednesday July 14, 2021.

**5. AB 21-34: Private property tree code – Status report from Planning Commission**

Town Planner Mona Green provided a report to Council on the Planning Commission’s latest version of a draft tree code. Council reviewed the current private property tree code. The next step will be for the Planning Commission to hold an in-person public hearing at their next regular meeting in September.

Chuck Porter resident at 4615 92<sup>nd</sup> Ave NE requested clarification on significant tree replacements. Town Planner Green responded.

**6. AB 21-35: Sally’s Alley Status Update**

Town Attorney Scott Missall provided an update concerning the legal status of the Title Guarantee for Sally’s Alley.

Council and Legal Counsel need to identify the goals and objectives the Park Board is planning to achieve by reclassifying Sally’s Alley from a road into a park.

Katy Harris resident at 3842 94<sup>th</sup> Ave NE discussed community support for the protection of Sally’s Alley.

Attorney Scott Missall stated that Sally’s Alley already exists as a dedicated right of way and street for the benefit of the Town pursuant to the original dedications in 1913 and 1957. Sally’s Alley is not going to get any more protection by designating it as a park. The Town has the authority to use the land for any public uses not inconsistent for the use of a street or a highway.

Kathy Smith resident at 9421 NE 40<sup>th</sup> St is a member of the Park Board and understands that the concern arose around the potential development on properties located on both ends of Sally’s Alley and their potential paving and driveway accesses. The idea that designating Sally’s Alley as a park might preserve and not allow any paving to be done. Citizens approached the Park Board to protect Sally’s Alley.

**7. AB 21-36: Discuss adding additional Flock Safety license plate reader camera (NE 32<sup>nd</sup> St)**

Town Hall has received requests to have an additional Flock Safety license plate reader camera installed at the entrance of NE 32nd St. Staff received a quote from Flock Safety and the cost to add an additional license plate reader camera would be \$2500 a year + \$250 for installation. The lead time for installation after purchasing would approximately be 1-2 months.

Council discussed adding another license plate reader camera at the entrance of NE Points Dr so that all ingress & egress locations in Yarrow Point are covered.

Mayor Cahill stated that adding two additional license plate reader cameras is in the Town's budget. The Town will purchase two additional license plate reader cameras and Mayor Cahill will reach out to City of Clyde Hill to ask for their support for the placement of one located at the entrance of NE Points Dr.

#### **8. AB 21-37: AV Equipment Research for Town Hall Council Chambers**

Mayor and staff are currently researching options, talking to other local jurisdictions, and requesting quotes to outfit the Council Chambers with AV equipment to allow public and Town representative virtual participation during future in person Council/Planning Commission/Park Board meetings. He noted that public participation has been greater during the virtual meetings.

Resident Chuck Porter at 4615 92<sup>nd</sup> Ave NE offered his assistance to reach out to Seattle University I.T. to get information for Town Administration.

Councilmember Bush offered to review any proposals and stated that a classroom AV system could be a good model for the Town to use.

#### **9. MAYOR AND COUNCIL REPORTS:**

##### **Mayor**

- Mayor Cahill has an upcoming conversation with WSDOT regarding speed calming for traffic coming off of 520 westbound onto the roundabout. He will ask for WSDOT's permission to add a speed limit radar sign.
- Mayor Cahill gave an update regarding the Town's audit of utility tax revenue from City of Bellevue. City of Bellevue will provide the Town 6% but will charge the residents 6%+. The Town will request that City of Bellevue change their fee to 6%.
- Flock Safety has connected CHPD with the Hot List automatic alert system.
- Mutt Mitt bags purchases will go down as the Town has found a better system for purchasing.
- Re-staining Town Hall has been deferred to spring of 2022 as the Town Hall can get another year out of the current coating.

##### **Councilmember Bush**

- Councilmember Bush would like the Town to do an appreciation offering to CHPD such as a gift card or dessert. Mayor Cahill will take lead.
- Councilmember Bush discussed an accident involving a broken gate latch for the gate that borders City of Kirkland on NE Points Drive and requested to have it added to

the Council's project tracking sheet. Mayor Cahill shared that the City of Administrator at Clyde Hill is coordinating a repair.

**Councilmember Lagerholm**

- Councilmember Lagerholm attended an online Medina event discussing a topic of banning gas powered lawn equipment due to noise and pollution. He would like this topic added as a future Yarrow Point agenda item for consideration.
- Councilmember Lagerholm discussed drug awareness and the Town's access to a large grant for federal funding. Mayor Cahill responded saying that the Town has access to \$320k and the Town applied and has already received \$160k. The Town will receive the remainder \$160k in a year. Council discussed potential uses for the grant. Councilmember Lagerholm would like the Town to take the next step for drug awareness.

**Councilmember Scandella**

- Councilmember Scandella requested to have Mayor Cahill provide a report of the Points 4<sup>th</sup> of July Street Dance that took place at Town Hall. The Street Dance was a success, and the Points 4<sup>th</sup> Committee might consider using the Town Hall location next year for the same event. Councilmember Scandella would like to see Town Hall used for future events as the Town Hall has received positive feedback as a community gathering location.
- Councilmember Scandella suggests creating a resolution in recognition for deceased resident Peter Swindley. Mayor Cahill stated that a resident has made a request to have Town Hall named after Peter Swindley. Peter Swindley designed several homes in Yarrow Point including Town Hall. Councilmember Valaas suggested to have the Park Board work on a plaque commemorating the work that Mr. Swindley did in Yarrow Point. Town Legal Staff and Administration will research legalities to pursue the dedication.

**10. ADJOURNMENT:**

**MOTION:** Councilmember Bush moved to adjourn the meeting at 9:20pm. Councilmember Scandella seconded the motion.

**VOTE:** 5 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

\_\_\_\_\_  
Dicker Cahill, Mayor

\_\_\_\_\_  
Bonnie Ritter, Clerk-Treasurer

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

Consent Calendar  
September 14, 2021

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Consent Calendar	<b>Proposed Council Action:</b> Approve Consent Calendar
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Presented by: 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 and Payroll Reports for August and September

**Recommended Action:**

Motion to: Approve the Consent Calendar as presented including:

The Payment Approval Report dated 8/9/2021 approving payments as shown totaling **\$170,496.34** plus payroll, benefits, and tax expenses of **\$30,419.03** as shown on the attached payroll & benefits report for a total of **\$200,915.37**;

And

The Payment Approval Report dated 9/7/21 approving payments as shown totaling **\$96,903.92** plus payroll, benefits and tax expenses of **\$29,111.35** as shown on the attached payroll & benefits report for a total of **\$126,015.27**.

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
<b>Banner Bank</b>					
700	Banner Bank	ROW supplies	07/18/2021	507.16	
700	Banner Bank	Constant Contact	07/18/2021	77.07	
700	Banner Bank	Town cell phones	07/18/2021	277.43	
700	Banner Bank	Office supplies	07/18/2021	224.41	
700	Banner Bank	AWS and Microsoft chgs	07/18/2021	438.95	
700	Banner Bank	Signs	07/18/2021	375.93	16,850.31
Total Banner Bank:				1,900.95	
<b>Bruisers Tree Service</b>					
1381	Bruisers Tree Service	Remove large maple and cleanup	07/28/2021	3,413.00	
1381	Bruisers Tree Service	Remove 3 small cedars and cleanup	07/28/2021	412.00	
1381	Bruisers Tree Service	Remove small maple for 42nd St Project	07/28/2021	1,211.00	5,036.00
Total Bruisers Tree Service:				5,036.00	
<b>CASELLE, INC.</b>					
1300	CASELLE, INC.	Contract Support and Maint - Sept 2021	08/01/2021	710.15	6,390.70
Total CASELLE, INC.:				710.15	
<b>CITY OF CLYDE HILL</b>					
10	CITY OF CLYDE HILL	Off-duty officer for July 3rd event	07/08/2021	523.10	328,832.76
Total CITY OF CLYDE HILL:				523.10	
<b>Comcast</b>					
301	Comcast	Internet and fax	07/14/2021	238.10	1,751.41
Total Comcast:				238.10	
<b>Comcast Business- VoiceEdge</b>					
1374	Comcast Business- VoiceE	Town Hall Phones	07/15/2021	245.32	1,756.27
Total Comcast Business- VoiceEdge:				245.32	
<b>CRYSTAL AND SIERRA SPRINGS</b>					
1046	CRYSTAL AND SIERRA S	Town Hall Water Cooler	07/15/2021	152.77	485.71
Total CRYSTAL AND SIERRA SPRINGS:				152.77	
<b>DIGITAL REPROGRAPHICS</b>					
256	DIGITAL REPROGRAPHIC	Council packets	07/09/2021	253.90	2,902.64
Total DIGITAL REPROGRAPHICS:				253.90	
<b>Evergreen State Sheet Metal</b>					
321	Evergreen State Sheet Met	Reimbursement for permit cancellation	07/13/2021	200.00	200.00
Total Evergreen State Sheet Metal:				200.00	
<b>Flock Safety</b>					
308	Flock Safety	Two Falcon Cameras and installation	08/03/2021	5,500.00	9,500.00
Total Flock Safety:				5,500.00	



Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
<b>Gaylynn Brien</b>					
1151	Gaylynn Brien	Sales Tax reports	06/30/2021	50.00	
1151	Gaylynn Brien	Sales Tax reports	07/31/2021	50.00	350.00
Total Gaylynn Brien:				100.00	
<b>Gray &amp; Osborne, Inc.</b>					
9043	Gray & Osborne, Inc.	42nd - 91st SW Upsizing and UGC Project - June 20-J	07/19/2021	9,894.30	111,315.65
Total Gray & Osborne, Inc.:				9,894.30	
<b>Huang, Vingzhi</b>					
1455	Huang, Vingzhi	Street Deposit Refund	07/08/2021	3,750.00	3,750.00
Total Huang, Vingzhi:				3,750.00	
<b>ISOutsorce</b>					
1301	ISOutsorce	Monthly billing for July	07/15/2021	55.05	
1301	ISOutsorce	iVSAT results: SSL/TLS vulnerabilities	07/31/2021	73.60	3,460.31
Total ISOutsorce:				128.65	
<b>KING COUNTY FINANCE</b>					
600	KING COUNTY FINANCE	2% liquor profits and Excise tax - 2nd Qtr 2021	08/09/2021	74.90	223.32
Total KING COUNTY FINANCE:				74.90	
<b>KIRKLAND MUNICIPAL COURT</b>					
111	KIRKLAND MUNICIPAL C	Court Costs	07/16/2021	100.68	469.84
Total KIRKLAND MUNICIPAL COURT:				100.68	
<b>MONA H. GREEN</b>					
219	MONA H. GREEN	Building Permits	07/31/2021	911.25	
219	MONA H. GREEN	Pre-applications	07/31/2021	472.50	
219	MONA H. GREEN	Site Review	07/31/2021	67.50	
219	MONA H. GREEN	SEPA	07/31/2021	472.50	
219	MONA H. GREEN	Shoreline Subs Development	07/31/2021	438.75	
219	MONA H. GREEN	Shoreline Exemption	07/31/2021	236.25	
219	MONA H. GREEN	Mechanical permits	07/31/2021	270.00	
219	MONA H. GREEN	General Administration	07/31/2021	1,518.75	25,447.50
Total MONA H. GREEN:				4,387.50	
<b>MUNICIPAL PERMIT SERVICE, LLC</b>					
350	MUNICIPAL PERMIT SER	Building Permit Inspections	07/31/2021	1,242.83	
350	MUNICIPAL PERMIT SER	Mechanical/Plumbing Permit Inspections	07/31/2021	509.52	
350	MUNICIPAL PERMIT SER	Plan Review	07/31/2021	5,312.50	42,110.37
Total MUNICIPAL PERMIT SERVICE, LLC:				7,064.85	
<b>Northern Waters</b>					
304	Northern Waters	Repair of pump at fountain/irrigation	07/28/2021	1,697.19	
304	Northern Waters	Replace rotor on pump	08/05/2021	154.47	8,427.54
Total Northern Waters:				1,851.66	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
<b>NORTHWEST CIVIL SOLUTIONS</b>					
450	NORTHWEST CIVIL SOLU	42nd-91st SW Upsizing and UGC Project	07/31/2021	4,625.00	
450	NORTHWEST CIVIL SOLU	Pre-applications	07/31/2021	468.75	
450	NORTHWEST CIVIL SOLU	Site Development	07/31/2021	906.25	
450	NORTHWEST CIVIL SOLU	ROW Permits	07/31/2021	187.50	
450	NORTHWEST CIVIL SOLU	General Administration	07/31/2021	875.00	42,375.00
Total NORTHWEST CIVIL SOLUTIONS:				7,062.50	
<b>Ogden Murphy Wallace</b>					
1390	Ogden Murphy Wallace	Clerk	06/26/2021	2,047.50	
1390	Ogden Murphy Wallace	Council	06/26/2021	5,722.50	
1390	Ogden Murphy Wallace	Land Use	06/26/2021	8,618.04	
1390	Ogden Murphy Wallace	Mayor/Executive	06/26/2021	2,477.50	
1390	Ogden Murphy Wallace	Comcast Franchise	06/26/2021	2,002.50	49,647.39
Total Ogden Murphy Wallace:				20,868.04	
<b>Pace Engineers, INC.</b>					
1152	Pace Engineers, INC.	Sallys Alley - NE 38th Street Professional Services	07/13/2021	4,353.00	56,103.00
Total Pace Engineers, INC.:				4,353.00	
<b>PGH Excavating, Inc.</b>					
318	PGH Excavating, Inc.	42nd-91st Stormwater and UGC Project	07/30/2021	93,191.81	643,861.67
Total PGH Excavating, Inc.:				93,191.81	
<b>PUGET SOUND ENERGY</b>					
604	PUGET SOUND ENERGY	Town Hall Service	07/23/2021	205.70	
604	PUGET SOUND ENERGY	Street lights	07/23/2021	658.79	7,107.17
Total PUGET SOUND ENERGY:				864.49	
<b>STATE AUDITOR'S OFFICE</b>					
34	STATE AUDITOR'S OFFIC	Financial Audit	07/13/2021	226.20	12,426.88
Total STATE AUDITOR'S OFFICE:				226.20	
<b>State Department of Transportation</b>					
280	State Department of Trans	Gas for town truck	07/31/2021	196.18	996.70
Total State Department of Transportation:				196.18	
<b>Stork, Carl</b>					
320	Stork, Carl	Reimburse for repair of in-ground irrigation (PGH buryi	06/30/2021	1,016.36	1,696.59
Total Stork, Carl:				1,016.36	
<b>THE SEATTLE TIMES</b>					
192	THE SEATTLE TIMES	PC meeting notice	07/22/2021	42.84	
192	THE SEATTLE TIMES	Park Board meeting notice	07/27/2021	49.06	
192	THE SEATTLE TIMES	Notice of Shoreline Mgmt Sub. Dev	07/30/2021	68.85	1,698.91
Total THE SEATTLE TIMES:				160.75	
<b>W E Electric, LLC</b>					
9044	W E Electric, LLC	Maintenance on furnace and water heater	07/15/2021	269.75	269.75

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
	Total W E Electric, LLC:			269.75	
<b>ZUMAR INDUSTRIES</b>					
47	ZUMAR INDUSTRIES	Signs for roundabout	07/16/2021	174.43	174.43
	Total ZUMAR INDUSTRIES:			174.43	
	Grand Totals:			170,496.34	

Certification of the Consent Calendar as presented including the Payment Approval Report dated 8/9/2021 approving payments as shown totaling \$170,496.34, plus payroll, tax, and benefit expenses of \$30,419.03; as shown on the attached payroll & tax and benefits report for a grand total of \$ 200,915.37.

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: September 14, 2021

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
07/23/2021	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	47.09-
07/23/2021	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	446.96-
07/23/2021	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fa	001-2200000	86.04-
07/23/2021	PC	07/23/2021	6041	Cahill, Richard	9030			
07/23/2021	PC	07/23/2021	6042	Benjamin Tobin	9043		999-1010110	872.89-
07/23/2021	PC	07/23/2021	6043	Dylan J Bear	9045		999-1010110	872.89-
07/23/2021	PC	07/23/2021	1231163	Lovas, Istvan	9002		999-1010110	4,356.25-
07/23/2021	PC	07/23/2021	1231163	Wilcox, Austen	9037		999-1010110	3,527.73-
07/23/2021	PC	07/23/2021	1231163	Ritter, Bonnie	9041		999-1010110	5,661.94-
07/23/2021	CDPT	07/26/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	1,711.75-
07/23/2021	CDPT	07/26/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,366.22-
07/23/2021	CDPT	07/26/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-
07/23/2021	CDPT	07/26/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Visi	001-2200000	36.06-
07/23/2021	CDPT	07/26/2021	8232020	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,193.02-
07/23/2021	CDPT	07/26/2021	8232020	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,922.71-
07/23/2021	CDPT	07/26/2021	8232020	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,459.99-
07/23/2021	CDPT	07/26/2021	8232020	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,459.99-
07/23/2021	CDPT	07/26/2021	8232020	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	341.45-
07/23/2021	CDPT	07/26/2021	8232020	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	341.45-
07/23/2021	CDPT	07/26/2021	8232020	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,550.23-
Grand Totals:			<u>17</u>					<u>30,419.03-</u>

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
<b>Banner Bank</b>					
700	Banner Bank	Constant Contact	08/18/2021	77.07	
700	Banner Bank	Cell phones	08/18/2021	277.05	
700	Banner Bank	Shrubs, etc.	08/18/2021	349.90	
700	Banner Bank	Copier paper	08/18/2021	186.19	
700	Banner Bank	IT	08/18/2021	581.73	
700	Banner Bank	Employee training	08/18/2021	35.00	18,357.25
Total Banner Bank:				1,506.94	
<b>CASELLE, INC.</b>					
1300	CASELLE, INC.	Contract support and Maintenance for October	09/01/2021	710.15	7,100.85
Total CASELLE, INC.:				710.15	
<b>CDW Direct</b>					
131	CDW Direct	Computer for Engineer	08/25/2021	2,664.38	4,264.62
Total CDW Direct:				2,664.38	
<b>CITY OF BELLEVUE</b>					
212	CITY OF BELLEVUE	Sewer and Water Services	08/10/2021	713.33	1,728.01
Total CITY OF BELLEVUE:				713.33	
<b>Comcast</b>					
301	Comcast	Internet and fax line	08/14/2021	258.16	2,009.57
Total Comcast:				258.16	
<b>Comcast Business- VoiceEdge</b>					
1374	Comcast Business- VoiceE	Town Hall Phones	08/15/2021	249.07	2,005.34
Total Comcast Business- VoiceEdge:				249.07	
<b>CRYSTAL AND SIERRA SPRINGS</b>					
1046	CRYSTAL AND SIERRA S	Town Hall water cooler	08/28/2021	57.06	542.77
Total CRYSTAL AND SIERRA SPRINGS:				57.06	
<b>Donio, Dominic</b>					
322	Donio, Dominic	Reimburse for 42nd St UGC Proj - irrigation repairs	08/20/2021	293.31	293.31
Total Donio, Dominic:				293.31	
<b>Gaylynn Brien</b>					
1151	Gaylynn Brien	Sales Tax reports	08/31/2021	50.00	400.00
Total Gaylynn Brien:				50.00	
<b>Gray &amp; Osborne, Inc.</b>					
9043	Gray & Osborne, Inc.	NE 42nd-91st Ave Stormwater Upsizing and UGC Proj	08/16/2021	10,899.88	122,215.53
Total Gray & Osborne, Inc.:				10,899.88	
<b>ISOOutsource</b>					
1301	ISOOutsource	Monthly billing for August	08/12/2021	55.05	
1301	ISOOutsource	Mayor email and Computer quote	08/31/2021	211.50	3,726.86

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total ISOsource:				266.55	
<b>KIRKLAND MUNICIPAL COURT</b>					
111	KIRKLAND MUNICIPAL C	Court Costs	08/23/2021	335.60	805.44
Total KIRKLAND MUNICIPAL COURT:				335.60	
<b>MONA H. GREEN</b>					
219	MONA H. GREEN	Building permits	08/31/2021	1,417.50	
219	MONA H. GREEN	Pre-applications	08/31/2021	877.50	
219	MONA H. GREEN	Site development	08/31/2021	67.50	
219	MONA H. GREEN	SEPA	08/31/2021	540.00	
219	MONA H. GREEN	Variance	08/31/2021	270.00	
219	MONA H. GREEN	Shoreline Substantial Development	08/31/2021	135.00	
219	MONA H. GREEN	Mechanical permits	08/31/2021	135.00	
219	MONA H. GREEN	Shoreline Exemption	08/31/2021	270.00	
219	MONA H. GREEN	General Administration	08/31/2021	1,215.00	30,375.00
Total MONA H. GREEN:				4,927.50	
<b>MUNICIPAL PERMIT SERVICE, LLC</b>					
350	MUNICIPAL PERMIT SER	Code Enforcement	08/31/2021	288.75	
350	MUNICIPAL PERMIT SER	Building permit inspections	08/31/2021	2,341.34	
350	MUNICIPAL PERMIT SER	Mechanical/plumging permit inspections	08/31/2021	988.63	
350	MUNICIPAL PERMIT SER	Plan review	08/31/2021	1,437.50	47,166.59
Total MUNICIPAL PERMIT SERVICE, LLC:				5,056.22	
<b>Northern Waters</b>					
304	Northern Waters	Replace head on fountain	08/16/2021	163.76	
304	Northern Waters	Tightene leaking union	08/31/2021	126.62	8,717.92
Total Northern Waters:				290.38	
<b>NORTHWEST CIVIL SOLUTIONS</b>					
450	NORTHWEST CIVIL SOLU	NE 42nd-91st Stormwater Upsizing and UGC Project	08/31/2021	2,531.25	
450	NORTHWEST CIVIL SOLU	Pre-applications	08/31/2021	562.50	
450	NORTHWEST CIVIL SOLU	Site Development	08/31/2021	531.25	
450	NORTHWEST CIVIL SOLU	General Administration	08/31/2021	1,562.50	47,562.50
Total NORTHWEST CIVIL SOLUTIONS:				5,187.50	
<b>Ogden Murphy Wallace</b>					
1390	Ogden Murphy Wallace	Council	08/11/2021	1,430.00	
1390	Ogden Murphy Wallace	Land Use	08/11/2021	7,912.50	
1390	Ogden Murphy Wallace	Mayor/Executive	08/11/2021	2,012.50	61,002.39
Total Ogden Murphy Wallace:				11,355.00	
<b>Pace Engineers, INC.</b>					
1152	Pace Engineers, INC.	NE 38th Street	08/10/2021	3,271.76	59,374.76
Total Pace Engineers, INC.:				3,271.76	
<b>PGH Excavating, Inc.</b>					
318	PGH Excavating, Inc.	42nd-91st Stormwater and UGC Project	09/07/2021	39,577.24	683,438.91

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total PGH Excavating, Inc.:				39,577.24	
<b>PUGET SOUND ENERGY</b>					
604	PUGET SOUND ENERGY	Town Hall service	08/24/2021	190.45	
604	PUGET SOUND ENERGY	Street lights	08/24/2021	737.39	8,035.01
Total PUGET SOUND ENERGY:				927.84	
<b>Regional Animal Services of KC</b>					
283	Regional Animal Services o	Pet license pass-through	08/30/2021	30.00	105.00
Total Regional Animal Services of KC:				30.00	
<b>SEA-TAC SWEEPING SERVICE</b>					
46	SEA-TAC SWEEPING SE	Street Cleaning	07/19/2021	335.00	
46	SEA-TAC SWEEPING SE	Street Cleaning	07/19/2021	335.00	4,735.00
Total SEA-TAC SWEEPING SERVICE:				670.00	
<b>STATE AUDITOR'S OFFICE</b>					
34	STATE AUDITOR'S OFFIC	Accountability and Financial Audit 2019-2020	08/10/2021	1,470.30	13,897.18
Total STATE AUDITOR'S OFFICE:				1,470.30	
<b>State Department of Transportation</b>					
280	State Department of Trans	Gas for town truck	08/31/2021	149.54	1,146.24
Total State Department of Transportation:				149.54	
<b>Stork, Carl</b>					
320	Stork, Carl	Reimburse for 91 Ave UGC	07/31/2021	171.45	1,868.04
Total Stork, Carl:				171.45	
<b>THE SEATTLE TIMES</b>					
192	THE SEATTLE TIMES	Publication for Exec Session	08/13/2021	103.22	
192	THE SEATTLE TIMES	SEPA Determination	08/24/2021	58.14	1,860.27
Total THE SEATTLE TIMES:				161.36	
<b>TREE SOLUTIONS INC.</b>					
258	TREE SOLUTIONS INC.	Work on tree code	08/16/2021	440.00	1,330.00
Total TREE SOLUTIONS INC.:				440.00	
<b>WETHERILL NATURE PRESERVE</b>					
903	WETHERILL NATURE PR	Yearly contribution to Wetherill	08/31/2021	5,000.00	5,000.00
Total WETHERILL NATURE PRESERVE:				5,000.00	
<b>ZUMAR INDUSTRIES</b>					
47	ZUMAR INDUSTRIES	Dead End and No Outlet signs	08/19/2021	213.40	387.83
Total ZUMAR INDUSTRIES:				213.40	
Grand Totals:				96,903.92	

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Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
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Certification of the Consent Calendar as presented including the Payment Approval Report dated 9/7//2021 approving payments as shown totaling \$96,903.92, plus payroll, tax, and benefit expenses of \$29,111.35; as shown on the attached payroll & tax and benefits report for a grand total of \$126,015.27.

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: September 14, 2021

Mayor Dicker Cahill: \_\_\_\_\_

Councilmember Steve Bush: \_\_\_\_\_

Councilmember Mary Elmore: \_\_\_\_\_

Councilmember Stephan Lagerholm: \_\_\_\_\_

Councilmember Carl Scandella: \_\_\_\_\_

Councilmember Andy Valaas: \_\_\_\_\_

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## 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
08/25/2021	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	44.76-
08/25/2021	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	343.43-
08/25/2021	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fa	001-2200000	88.04-
08/25/2021	PC	08/25/2021	6075	Cahill, Richard	9030			
08/25/2021	PC	08/25/2021	6076	Flynn M Boettcher	9046		999-1010110	341.73-
08/25/2021	PC	08/25/2021	82521	Lovas, Istvan	9002		999-1010110	4,356.25-
08/25/2021	PC	08/25/2021	82522	Wilcox, Austen	9037		999-1010110	3,854.15-
08/25/2021	PC	08/25/2021	82523	Ritter, Bonnie	9041		999-1010110	5,661.94-
08/25/2021	CDPT	08/16/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	1,711.75-
08/25/2021	CDPT	08/16/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,366.22-
08/25/2021	CDPT	08/16/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-
08/25/2021	CDPT	08/16/2021	8232020	Association of Washington Cities	9	Health and Dental Insurance Visi	001-2200000	36.06-
08/25/2021	CDPT	08/16/2021	8232020	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,224.77-
08/25/2021	CDPT	08/16/2021	8232020	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,973.87-
08/25/2021	CDPT	08/16/2021	8232020	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,387.71-
08/25/2021	CDPT	08/16/2021	8232020	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,387.71-
08/25/2021	CDPT	08/16/2021	8232020	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	324.55-
08/25/2021	CDPT	08/16/2021	8232020	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	324.55-
08/25/2021	CDPT	08/16/2021	8232020	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,519.49-
Grand Totals:			<u>16</u>					<u>29,111.35-</u>

STAFF REPORTS

1. Police Report for July and August
2. Fire-EMS Reports for July and August
3. Engineer Report
  - A. NE 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project
4. Commission Minutes
  - A. Planning Commission of July 26, 2021
  - B. Parks Commission of July 27, 2021



# MEMO

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To: Yarrow Point Town Council  
From: Chief Kyle Kolling  
Date: August 10, 2021  
Re: July 2021 Summary

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Greetings,

Significant progress was made towards WASPC accreditation as we prepare for the final level of review. This hybrid onsite/online review is scheduled for mid-August 2021 and will consist of another panel evaluating our portfolio as well as an onsite visit and interviews with staff. The goal is to be State Accredited by the fall of 2021.

July was a light month for training:

- Regular monthly training through PoliceOne Academy continued with 2 hours of instruction on defensive tactics.
- Records Manager Jones attended training on public records requests for employment & personnel records.

10 Facebook posts were created in June which reached over 380 people. Our page garnered over 70 engagements this month by the public (reactions, comments, and shares). In addition, the Sentinel e-newsletter continued with five editions published to almost 800 recipients. Followers on our Instagram account jumped to 62 with over 40 engagements recorded.



Town of Yarrow Point  
July 2021

2021-1860	07-12-21	9400 BLK NE 37 <sup>th</sup> PI	Fraud	Stroble
Officer was dispatched to a report of bank fraud. RP contacted by multiple banks regarding both check fraud and credit card fraud. No loss to the RP. RP given resources for fraud. No suspects or evidence at this time. Report for information/documentation purposes only.				
2021-1977	07-20-21		Theft	Stroble
Officer was dispatched to a report of theft. RP reported multiple campaign signs were stolen. No suspects of evidence at this time. Report for information/documentation purposes only.				



# Town of Yarrow Point

## ACTIVITY REPORT

	2021 July	2021 June	2021 YTD	2020 YTD
<b>CRIMES AGAINST PERSONS</b>				
Assault	0	0	0	0
Domestic Violence/Disturbance	0	0	5	4
Harassment	0	0	1	3
Order violation	0	0	0	1
Rape/sex offenses	0	0	0	0
Robbery	0	0	0	0
Other ( <i>Abuse, APS, civil, CPS, custodial interference, extortion</i> )	0	0	1	2
<b>PROPERTY CRIMES</b>				
Burglary	0	1	3	3
Fraud	1	2	6	9
MV Prowl	0	2	5	4
MV Theft	0	0	0	0
Theft	0	1	4	5
Other ( <i>Arson, illegal dumping, malicious mischief, prowler, trespass</i> )	0	1	4	2
<b>ARRESTS</b>				
Drug/alcohol	0	0	0	1
Warrants	0	0	0	1
Other	0	0	1	5
<b>TRAFFIC ACTIVITY</b>				
Citations	0	0	0	5
Infractions	2	4	17	29
Warnings	7	1	50	53
Traffic accidents	0	2	2	3
Traffic stops	9	6	64	58
<b>OTHER</b>				
Alarms	2	5	19	19
Complaints				
~Animal	1	2	5	2
~Fireworks	0	0	0	1
~Noise	5	0	7	3
~Parking	10	8	49	28
~Soliciting	0	0	0	1
Deaths	0	0	0	1
Suspicious	3	0	10	16
Drug/alcohol	0	0	0	0
<b>PUBLIC SERVICES</b>				
Other Public Services ( <i>area check, assist, community policing, contacts, direct enforcement/patrol, 911 hang-ups, fire assist, follow up, on-view, order service, walk through, welfare check</i> )	37	34	189	203



# MEMO

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To: Yarrow Point Town Council  
From: Chief Kyle Kolling  
Date: September 14, 2021  
Re: August 2021 Summary

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Greetings,

August ended on a high note with the provisional awarding of state accreditation following a “clean onsite” visit by accreditation staff. This final level of review consisted of another panel evaluating our online portfolio as well as an onsite interviews/demonstrations with staff. Please see the attached letter from WASPC. Staff will be attending the annual WASPC conference in November to formally receive the accreditation plaque.

August was a light month for training:

- Regular monthly training through PoliceOne Academy continued with 2 hours of instruction on firearm safety and use.
- A Range Day was held where officers completed their annual qualification on firearms.
- Records Manager Jones attended training on legal updates for public records requests.

4 Facebook posts were created in August which reached over 290 people. Our page garnered over 20 engagements this month by the public (reactions, comments, and shares). In addition, the Sentinel e-newsletter continued with four editions published to almost 800 recipients. We saw a 10% increase in followers on our Instagram account.



Washington Association of  
**SHERIFFS &  
POLICE CHIEFS**

3060 Willamette Drive NE  
Lacey, WA 98516  
360-486-2380 (Phone)  
360-486-2381 (Fax)  
www.waspc.org

**President**

Sheriff Rick Scott  
Grays Harbor County

August 30, 2021

**President-Elect**

Chief Steve Crown  
City of Wenatchee

Chief Kyle Kolling  
Clyde Hill Police Department  
9605 NE 24th Street  
Clyde Hill, WA 98004

**Vice President**

Sheriff Tom Jones  
Grant County

**Past President**

Chief Craig Meidl  
City of Spokane

Dear Chief Kolling,

**Treasurer**

Chief Brett Vance  
City of Montesano

My thanks to you and your staff for the flexibility of allowing us to execute your accreditation onsite virtually and allowing me to follow up with interviews and inspections on 08/26/2021.

**Executive Board**

Chief John Batiste  
Washington State Patrol

Chief Cherie Harris  
City of Kirkland

Sheriff Mitzi Johanknecht  
King County

Chief Darrell Lowe  
City of Redmond

Sheriff Kevin Morris  
Douglas County

Chief Rafael Padilla  
City of Kent

Sheriff James Raymond  
Franklin County

Don Voiret, SAC  
FBI—Seattle

Chief Sam White  
Lower Elwha Klallam  
Police Department

Steven D. Strachan  
Executive Director

The attached final draft of your accreditation report will be forwarded to the WASPC Accreditation Commission for consideration at their next meeting. At this point the fall WASPC conference is scheduled for November 15-18, 2021 at the Skamania Lodge. Normally, all meetings related to accreditation occur on Tuesday of conference week. Please check the conference schedule before arriving at Skamania to confirm the time/location of the Accreditation Commission meeting. Your agency's participation in this meeting is required. Please remember you are not officially reaccredited until approved by the WASPC Executive Board.

Once again, congratulations to you and your agency for putting the good work into WASPC accreditation. I would like to also extend a word of recognition for Joie Worthen of Mountlake Terrace PD who served as your mentor. She did an exceptional job supporting your efforts and is a highly skilled accreditation manager.

If you or your staff has any questions about the recommendations or comments made in the report, please consider me a resource.

Best Regards,

Michael Painter, Director of Professional Services  
Washington Association of Sheriffs and Police Chiefs  
360 292 7959 (desk) 253 740 5142 (cell)  
mpainter@waspc.org

Cc: Deb Gregory, WASPC  
Joie Worthen, Mountlake Terrace PD  
Kirsty Jones, Clyde Hill PD



Town of Yarrow Point  
August 2021

2021-2364	08-23-21	3400 BLK 92 <sup>nd</sup> Ave NE	Theft	Fernandez
Officer dispatched to a report of a package theft form a few days prior. RP was advised by delivery service that their package had been delivered, but RP never received it. Delivery service required a police report to resolve the issue. No suspects or evidence at this time. Report for information/documentation purposes only.				
2021-2368	08-23-21	4600 BLK 92 <sup>nd</sup> Ave NE	Theft	Fernandez
Officer dispatched to a lobby contact for a bike theft. A child's bike had been left unsecured in front of the house. Bike entered into computer system as stolen. No suspects or evidence at this time. Report for information/documentation purposes only.				
2021-2418	08-28-21	9400 BLK NE 37 <sup>th</sup> PI	Theft	Jennings
Officer dispatched to a report of mail theft that had occurred in the last few hours. Mail box was broken into and mail taken. No suspects or evidence at this time. Report for information/documentation purposes only.				





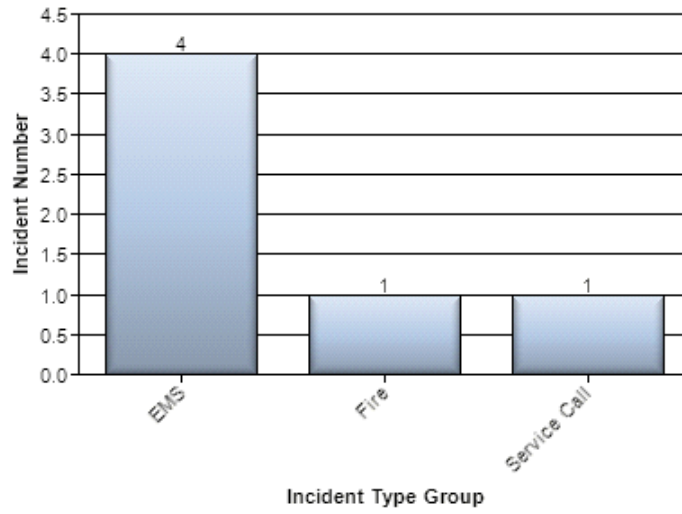
# Town of Yarrow Point

## ACTIVITY REPORT

	2021 August	2021 July	2021 YTD	2020 YTD
<b>CRIMES AGAINST PERSONS</b>				
Assault	0	0	0	0
Domestic Violence/Disturbance	0	0	5	4
Harassment	0	0	1	3
Order violation	0	0	0	1
Rape/sex offenses	0	0	0	0
Robbery	0	0	0	0
Other ( <i>Abuse, APS, civil, CPS, custodial interference, extortion</i> )	0	0	1	2
<b>PROPERTY CRIMES</b>				
Burglary	0	0	3	3
Fraud	0	1	6	9
MV Prowl	2	0	7	4
MV Theft	0	0	0	0
Theft	3	0	7	5
Other ( <i>Arson, illegal dumping, malicious mischief, prowler, trespass</i> )	3	0	7	2
<b>ARRESTS</b>				
Drug/alcohol	0	0	0	1
Warrants	0	0	0	1
Other	0	0	1	5
<b>TRAFFIC ACTIVITY</b>				
Citations	0	0	0	5
Infractions	3	2	20	29
Warnings	6	7	56	53
Traffic accidents	1	0	3	3
Traffic stops	6	9	70	58
<b>OTHER</b>				
Alarms	2	2	21	19
Complaints				
~Animal	1	1	6	2
~Fireworks	0	0	0	1
~Noise	1	5	8	3
~Parking	10	10	59	28
~Soliciting	0	0	0	1
Deaths	0	0		1
Suspicious	2	3		16
Drug/alcohol	0	0		0
<b>PUBLIC SERVICES</b>				
Other Public Services ( <i>area check, assist, community policing, contacts, direct enforcement/patrol, 911 hang-ups, fire assist, follow up, on-view, order service, walk through, welfare check</i> )	26	37	215	203

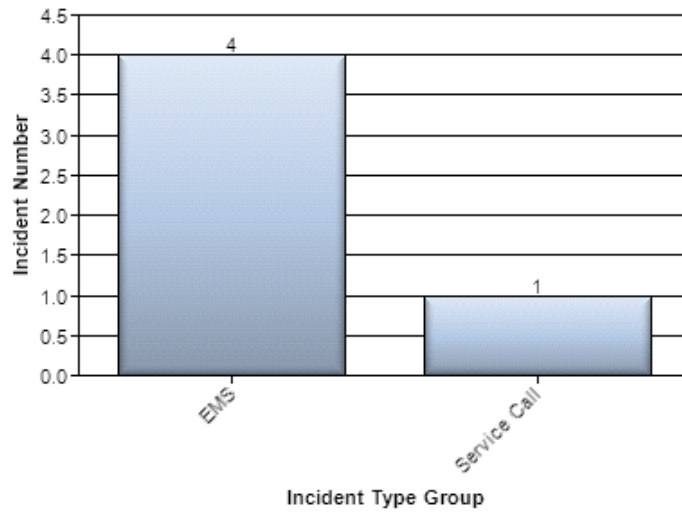
Incident Date between 2021-07-01 and 2021-08-01  
City equal to Yarrow Point

Incident Type Group	Incident Count
EMS	4
Fire	1
Service Call	1



Incident Date between 2021-08-01 and 2021-09-01  
City equal to Yarrow Point

Incident Type Group	Incident Count
EMS	4
Service Call	1





# PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
9/14/21	2019 NE 42 <sup>nd</sup> Street/ 91 <sup>st</sup> Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

## STATUS SUMMARY

PGH Excavation is on schedule to reach physical completion Friday, September 10, 2021. With the approval of Pay Estimate #7 the Town has paid PGH ~\$716,000 and I am expecting an additional \$100,000 to closeout the project (which includes retainage being held for unfinished work). Although a little behind schedule, we are right on with the construction budget! Please note however, that due to the extended schedule I am expecting a second change order from Gray and Osborn in October for roughly \$15,000 to closeout their project management activities and transfer any remaining responsibilities back to the town. This is critical to the successful completion of this project.

Two individual property owners on NE 42<sup>nd</sup> St have conduit in place for new underground utilities and are still actively working towards full completion:

- 9035 is scheduled to be cut over on 9/15;
- 9004 is currently working through some rescheduling issues with their electrician and after consultation with our Town Attorney, staff issued them a warning that power will be turned off to their residence on 9/15. We are still hopeful they will resolve any on-going disputes with their electrician in time to meet the 9/15 deadline.

The single-family residential project at 4427 91<sup>st</sup> Ave NE is still expecting PSE to energize their power and remove their overhead poles before the end of the year.

September and October activities will focus primarily on project closeout and pavement restoration. The following activities are scheduled over the next month:

### NE 42<sup>nd</sup> St/ 91<sup>st</sup> Ave NE Stormwater & UGC Project

Week of September 6, 2021:

- PGH timber crew finishing up timber placement 9/7 to 9/8
- OutWest Landscaping will be on-site spreading topsoil either Friday 9/10 or next Wednesday 9/15
- PGH supplying new pagodas by the end of the week
- PGH expected to achieve substantial completion on Friday 9/10/21; this includes completion of several punch list items
- Gray & Osborn continues to work with the City of Bellevue to get the NE 42<sup>nd</sup> Street Road End water meter installed and the irrigation system running
- 4424 and 4315 91<sup>st</sup> Ave NE – the town is still working with these residents to repair private irrigation systems

Week of September 13, 2021:

- OutWest Landscaping will be on-site spreading topsoil either Friday 9/10 or next Wednesday 9/15; bark mulch delivery has yet to be scheduled
- PSE – Potelco will be on-site to cut over 9035 and hopefully 9004 NE 42<sup>nd</sup> Street; those two customers will be without power all day
- PGH crew will paint and roof new pagodas, then transfer individual mailboxes with the town’s help; we do not have an exact day/ time yet for these transfers, but town will try to coordinate 24 hours notice with residents

Week of September 20, 2021:

- PSE Line Crew – Town is actively working to coordinate removal of the remaining temporary poles on NE 42<sup>nd</sup> Street

Week of October 4-6, 2021:

- KC Roads – Lakeside Industries; stage 1 of pavement restoration activities
  - Stage 1 will include the grinding work and a base patching layer of asphalt. This work is tentatively scheduled for Monday through Wednesday, October 4-6<sup>th</sup>. Residents will have access to their property during this time, but may be delayed entering and leaving by up to 15 minutes.

Week of October 7-8, 2021:

- KC Roads – Lakeside Industries; stage 2 of pavement restoration activities
  - Stage 2 will include the final overlay work. This work is tentatively scheduled for Thursday and Friday, 10/7 – 10/8. **Please know there are times when residents will be unable to access their property for extended hours, even full days, during this time.** Emergency services (ie. fire, ambulance, police, etc.) however, will be notified well in advance and arrangements made as necessary. Personal vehicles can be parked in the available right-of-way spots on 92<sup>nd</sup> Ave NE and traffic control personnel will be on-site to aid pedestrians through the active work zone.

## PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Bidding	100	October 2020	Gray & Osborne Town Engineer	Ad date 9/16 and 9/23 Bids Due 9/30
Award	100	October 2020	Town Engineer	October 2020
Construction	95	September 2021	Gray & Osborne Town Engineer	Delay start until January 11, 2021; G&O – survey staking & inspection
Project Close Out	20	October 2021	Gray & Osborne Town Engineer	
Grind & Overlay – KC Roads	0	October 2021	Town Engineer	Under Contract w/ KC Roads; \$220,000 estimate

## BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Stormwater Design (2019)	\$30,000			CIP S-1: Design
UGC Design (2019)	\$40,000			CIP U-1: Design
Jan 2019 – Oct. 2020 Town Engineer Project Management		\$19,718.75		Task Completed: 10/13/20; Change to Construction Management
Jan 2019 – Oct. 2020 Civil Engineering Consultant Gray & Osborne, Inc.		\$52,300.00		
Evergreen Concrete Cutting:		\$2,043.00		Coring Pavement to determine depth
<b>Total:</b>	<b>\$70,000</b>	<b>\$74,061.75</b>		

<b>Jan. 2021 – Aug. 28, 2021</b> PGH Excavating, Inc. (Stormwater & UGC)	\$854,655.50	\$683,438.91*	Yes	CIP S-1: \$475,000 Budget; CIP U-1: \$475,000 Budget *Does not include 5% retainage held to-date: \$32,687.26
<b>Oct. 2020 – Aug. 31, 2021</b> Town Engineer Project Management	\$40,000	\$27,843.75	Yes	
<b>Oct. 2020 – Aug. 14, 2021</b> Civil Engineering Consultant Gray & Osborne, Inc.	\$87,500 \$46,000	\$87,500.00 \$33,295.68	Yes	NOTE: G&O Invoices received to date represent inspection activities through 8/14/21. They will exhaust their add'l monies on week ending 9/10/21. A final change order for ~\$15,000.00 is expected for the October agenda and this will include project closeout and pavement inspection activities. <b><u>Approval of this change order is critical to the successful completion of this project.</u></b>
<b>Total:</b>	<b>\$1,028,155.50</b>	<b>\$832,078.34</b>		
<b>Fall 2021 –</b> King County Roads (2-inch grind and overlay)	\$220,000	\$461.97		CIP T-1: \$220,000 Budget; KC Roads KC Rec'd Bid Results on 5/18/21 and identified Lakeside Industries as low bidder
<b>Total:</b>	<b>\$220,000.00</b>	<b>\$461.97</b>		

## RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

## CONCLUSIONS/NEXT STEPS

**TOWN OF YARROW POINT  
PLANNING COMMISSION SPECIAL MEETING MINUTES  
July 26, 2021**

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

**CALL TO ORDER:**

Carl Hellings Planning Commission Chairman called the meeting to order at 7:10pm

**PRESENT:**

Chairman: Carl Hellings  
Commissioners: Trevor Dash - Absent  
Chuck Hirsch  
Jennifer Whittier  
David Feller - Absent  
  
Staff: Bonnie Ritter – Clerk-Treasurer  
Mona Green – Town Planner  
  
Guests: Debbie Prudden – Resident

**APPEARANCES:**

None.

**MINUTES:**

June 14, 2021 Regular Meeting

**MOTION:** Chairman Hellings moved to approve the minutes of the May 15, 2021 regular meeting as presented. Commissioner Feller seconded the motion.

**VOTE:** 3 For, 0 Against. Motion carried.

**STAFF REPORTS:**

Town Planner Mona Green provided a report on the July Council meeting:

- Council reviewed the current draft tree code with comments provided by the Town Attorney and Town Arborist. Council appreciates the effort of the Planning Commission and would like to see the draft go to the next step. The comments will be reconciled into the draft and a public hearing will be held at the September Planning Commission meeting.
- The Town Attorney is looking into the legalities of reclassifying Sally's Alley from a road into a park.

**REGULAR BUSINESS:**

**PCAB 21-07** Continued tree code discussion

The Planning Commission reviewed and discussed the comments provided by the Town Attorney, Arborist, and Council relating to the current draft tree code.

The Planning Commission will hold a public hearing at their regular meeting in September.

**ADJOURNMENT:**

**MOTION:** Commissioner Hirsch moved to adjourn the meeting at 8:02pm. Chairman Hellings seconded the motion.

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

APPROVED:

ATTEST:

\_\_\_\_\_  
Carl Hellings, Chairman

\_\_\_\_\_  
Bonnie Ritter, Clerk Treasurer



**TOWN OF YARROW POINT  
PARK BOARD (TELECONFERENCE) SPECIAL MEETING MINUTES  
July 27, 2021  
5:00pm**

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

**CALL TO ORDER:**

Park Board Chairman John McGlenn called the meeting to order at 5:01pm

**IN ATTENDANCE:**

**Chairperson:** John McGlenn

**Members:** Kathy Smith  
Doug Waddell  
Carolyn Whittlesey  
Trevor Dash - Absent  
Krista Fleming

**Staff:** Austen Wilcox - Deputy Clerk  
Town Attorney- Scott Missall

**Guests:** Jim Bugbee – Resident  
Laurie Bugbee – Resident

**APPEARENCES**

None.

**REGULAR BUSINESS:**

**PB AB 21-15 Sally's alley Discussion with Town Attorney**

Town Attorney Scott Missall presented a memo to the Park Board regarding limitations and requirements applicable to the Board's recommendation to reclassify Sally's Alley from a road into a park.

The Park Board will research and determine their goals and objectives for the ongoing preservation and maintenance of Sally's Alley. Once identified, the Town Attorney will determine the legal requisite of reclassifying Sally's Alley from a road into a park.

Attorney Missall referenced the Town's Comprehensive Plan and suggests including the Park Board's Sally's Alley Master Plan into the next update to establish it as a priority.

Jim and Laurie Bugbee residents at 9426 NE 37<sup>th</sup> Pl discussed the Town's recent survey of Sally's Alley.

**PB AB 21-16 Review the Upkeep Process of Public Areas**

The Park Board will create a monthly checklist for the Mayor and Public Works Coordinator to review of identified items the Park Board would like to see done in town parks and right of ways. Park Board member Waddell will take lead on creating a checklist.

The Park Board would like to have the Public Works Coordinator attend an early spring meeting annually.

Park Board member Fleming suggests including more items in the next Comprehensive Plan update such as the Morningside Trail System.

**OTHER REPORTS:**

None.

**ADJOURNMENT:**

Park Board Chairman John McGlenn adjourned the meeting at 8:07pm.

APPROVED:

ATTEST:

\_\_\_\_\_  
John McGlenn, Park Board Chairman

\_\_\_\_\_  
Austen Wilcox, Deputy Clerk

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

Agenda Bill 21-38  
September 14, 2021

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<b>2022 Preliminary Budget Discussion</b>	<b>Proposed Council Action:</b> For discussion only
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<b>Presented by:</b>	Mayor Cahill
<b>Exhibits:</b>	2022 Proposed Budget

**Summary:**

Included is the 2022 proposed preliminary budget for discussion.

The schedule for 2022 budget is:

- October 12 - Public hearing on levy increase followed by ordinance adoption
- October 12 - Public hearing on preliminary budget
- November 9 - Public hearing on final budget followed by ordinance adoption

**Recommended Action:**

None – for discussion only.

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
<b>GENERAL FUND #001</b>									
001-3088000	BEGINNING FUND BALANCE	\$ 1,293,578	\$ 1,480,204	\$ 1,480,204	\$ 1,698,073				
<b>REVENUES</b>									
001-311-10-00	PROPERTY TAX	\$ 609,785	\$ 620,000	\$ 619,831	\$ 625,000	\$ 365,389	58.5%	\$ 630,000	
001-311-11-00	KING COUNTY PARKS LEVY	\$ 8,483	\$ 7,500	\$ 32,854	\$ 30,000	\$ 26,981	89.9%	\$ 30,000	New levy 2020-2025 - \$25,000 min.+pop & AV calculation
001-313-11-00	LOCAL SALES AND USE TAX	\$ 265,542	\$ 210,000	\$ 265,232	\$ 265,000	\$ 191,924	72.4%	\$ 280,000	Monthly
001-313-71-00	LOCAL CRIMINAL JUSTICE	\$ 33,429	\$ 30,000	\$ 29,957	\$ 30,000	\$ 18,526	61.8%	\$ 30,000	Monthly
001-316-41-00	PRIVATE UTILITY TAX - ELECTRIC	\$ 54,580	\$ 58,000	\$ 55,408	\$ 50,000	\$ 43,281	86.6%	\$ 55,000	Quarterly
001-316-43-00	PRIVATE UTILITY TAX - NATL GAS	\$ 31,350	\$ 38,000	\$ 35,998	\$ 40,000	\$ 33,113	82.8%	\$ 45,000	Quarterly
001-316-45-00	PRIVATE UTILITY TAX - GARBAGE	\$ 12,778	\$ 12,000	\$ 13,107	\$ 10,000	\$ 10,007	100.1%	\$ 12,000	Quarterly
001-316-47-00	PRIVATE UTILITY TAX - TELEPHONE AND CATV	\$ 47,817	\$ 50,000	\$ 43,425	\$ 50,000	\$ 29,845	59.7%	\$ 50,000	Monthly
001-321-91-00	FRANCHISE FEE - SEWER & WATER	\$ 45,722	\$ 45,000	\$ 43,458	\$ 45,000	\$ 36,426	80.9%	\$ 45,000	Quarterly
001-321-91-10	FRANCHISE FEE - CATV	\$ 22,776	\$ 22,000	\$ 23,527	\$ 25,000	\$ 17,329	69.3%	\$ 25,000	Quarterly
001-322-30-00	KC PET LICENSE REBATES	\$ 135	\$ 100	\$ 45	\$ 100	\$ 75	75.0%	\$ -	
001-332-92-10	COVID-19 NON-GRANT ASSISTANCE					\$ 160,371		\$ -	
001-335-04-01	LE & JE LEG ONE TIME COST					\$ 4,068			
001-336-06-21	MVET - CRIM JUSTICE - POPULATION	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 750	75.0%	\$ 1,000	
001-336-06-25	MVET - CRIM JUSTICE - DCD #4	\$ 1,968	\$ 1,000	\$ 2,002	\$ 1,000	\$ 1,541	154.1%	\$ 1,200	
001-336-06-26	CRIM JUSTICE - SPECIAL PROGRAMS	\$ 1,149	\$ 1,000	\$ 1,166	\$ 1,000	\$ 895	89.5%	\$ 1,277	
001-336-06-42	MARIJUANA EXCISE TAX	\$ 1,238	\$ 500	\$ 1,190	\$ 1,000	\$ 580	58.0%	\$ 1,000	
001-336-06-51	MVET - CRIM JUSTICE - DUI	\$ 148	\$ 100	\$ 151	\$ 100	\$ 125	125.0%	\$ 150	
001-336-06-94	LIQUOR EXCISE TAX	\$ 5,823	\$ 5,000	\$ 5,176	\$ 5,000	\$ 5,255	105.1%	\$ 6,500	Quarterly
001-336-06-95	LIQUOR BOARD PROFITS	\$ 8,682	\$ 8,000	\$ 9,728	\$ 8,000	\$ 4,070	50.9%	\$ 8,024	Quarterly
001-342-10-00	LAW ENFORCEMENT REPORT					\$ 18		\$ -	
001-353-10-00	LOCAL INFRACTION REFUND	\$ 3,107	\$ 3,000	\$ -	\$ 1,000	\$ 289	28.9%	\$ 500	
001-354-00-00	PARKING INFRACTION PENALTIES					\$ 450		\$ 1,000	
001-355-20-00	DUI FINES					\$ 290		\$ 100	
001-355-80-00	OTHER TRAFFIC MISDEMEANOR FINES					\$ 384		\$ 300	
001-356-90-00	OTHER CRIM NON-TRAFFIC FINES					\$ 5		\$ -	
001-357-33-00	MUNICIPAL COURT RECOUPMENTS					\$ 416		\$ -	
001-361-10-00	INVESTMENT INTEREST	\$ 31,417	\$ 20,080	\$ 8,769	\$ 5,000	\$ 1,150	23.0%	\$ 1,000	Monthly
001-361-40-00	SALES INTEREST	\$ 497	\$ 500	\$ 376	\$ 500	\$ 144	28.8%	\$ 125	
001-362-00-00	SITE LEASE	\$ 66,428	\$ 75,000	\$ 67,542	\$ 70,000	\$ 68,690	98.1%	\$ 75,000	Yearly (AT&T and Verizon)
001-367-00-00	PRIVATE DONATIONS			\$ 5,100	\$ -	\$ 3,300		\$ 3,000	Holiday lights
001-369-91-00	OTHER MISCELLANEOUS INCOME	\$ 17,540	\$ -	\$ 1,012	\$ -	\$ 75		\$ -	
001-397-00-00	OPERATING TRANSFERS - IN	\$ -	\$ -	\$ -	\$ -			\$ -	
001-398-10-00	INSURANCE RECOVERIES	\$ -	\$ -	\$ 7,422	\$ -			\$ -	
	Total Revenues	\$ 1,271,394	\$ 1,207,780	\$ 1,273,476	\$ 1,263,700	\$ 1,025,763	81.2%	\$ 1,302,176	
<b>EXPENDITURES</b>									
001-511-30-41	PUBLICATIONS (ORD, NOTICES)		\$ 500	\$ 1,059	\$ 1,000	\$ 2,152	215.2%	\$ 2,500	
001-511-60-41	DUES AND FEES	\$ 2,316	\$ 5,000	\$ 3,211	\$ 5,000	\$ 2,508	50.2%	\$ 5,000	
001-512-50-41	COURT COSTS - MUNI & DIST	\$ 1,207	\$ 1,000	\$ 1,389	\$ 3,000	\$ 805	26.8%	\$ 1,000	
001-513-10-10	STIPEND - MAYOR	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 22,000	66.7%	\$ 33,000	
001-513-10-21	PAYROLL TAXES - MAYOR	\$ 3,439	\$ 3,500	\$ 3,163	\$ 3,200	\$ 2,121	66.3%	\$ 3,300	

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
001-513-20-41	ADVISORY SERVICES	\$ 62		\$ 160	\$ -			\$ -	
001-514-20-10	SALARY	\$ 92,048	\$ 96,800	\$ 96,870	\$ 98,500	\$ 65,657	66.7%	\$ 106,000	25% of AW; 80% of BR; 10% IL
001-514-20-21	SOC.SEC/MEDI/SUTA/WORK COMP	\$ 9,247	\$ 8,300	\$ 8,781	\$ 12,150	\$ 5,863	48.3%	\$ 9,600	
001-514-20-22	BENEFITS	\$ 11,880	\$ 11,600	\$ 11,526	\$ 13,000	\$ 7,871	60.5%	\$ 12,600	
001-514-20-23	RETIREMENT	\$ 11,776	\$ 12,500	\$ 12,519	\$ 13,000	\$ 8,092	62.2%	\$ 13,400	
001-514-20-24	DEFERRED COMPENSATION	\$ -		\$ -		\$ -		\$ -	
001-514-20-41	ACCOUNTING & AUDIT SERVICES	\$ 30,891	\$ 10,000	\$ 4,127	\$ 25,000	\$ 14,297	57.2%	\$ 10,000	
001-514-40-40	ELECTION SERVICES	\$ 3,359	\$ 5,000	\$ 2,277	\$ 2,500	\$ -	0.0%	\$ 2,500	
001-515-41-41	LEGAL SERVICES	\$ 66,599	\$ 75,000	\$ 54,936	\$ 60,000	\$ 61,002	101.7%	\$ 60,000	
001-515-91-41	PUBLIC DEFENDER - MUNI & DIST	\$ 2,600	\$ 3,500	\$ 750	\$ 3,000	\$ -	0.0%	\$ 3,000	contract for \$250/month
001-518-10-40	MISC PROFESSIONAL SERVICES	\$ 415			\$ -	\$ 523		\$ -	
001-518-10-43	MEETINGS, TRAVEL AND PER DIEM	\$ 2,555	\$ 5,000	\$ 801	\$ 5,000	\$ -	0.0%	\$ 5,000	
001-518-10-44	EMPLOYEE TRAINING	\$ 2,038	\$ 5,000	\$ 1,460	\$ 5,000	\$ 890	17.8%	\$ 5,000	
001-518-10-45	TRAINING	\$ 383		\$ 485		\$ 50		\$ -	
001-518-30-30	TOWN MAINT - SUPPLIES	\$ -	\$ 5,000	\$ -	\$ 2,500		0.0%	\$ 2,500	
001-518-30-31	OFFICE EQUIPMENT		\$ 5,000	\$ 4,500	\$ 5,000	\$ 3,145	62.9%	\$ 5,000	
001-518-30-46	INSURANCE AND BONDS	\$ 15,994	\$ 17,500	\$ 15,988	\$ 18,010	\$ 20,934	116.2%	\$ 22,478	
001-518-30-48	TOWN FACILITIES MAINTENANCE	\$ 7,294	\$ 10,000	\$ 3,701	\$ 10,000	\$ 829	8.3%	\$ 25,000	
001-518-40-47	TOWN UTILITIES	\$ 15,439	\$ 16,000	\$ 14,751	\$ 15,000	\$ 10,676	71.2%	\$ 15,000	cells, PSE, Comcast, Crystal, security
001-518-50-30	OFFICE SUPPLIES	\$ 5,589	\$ 7,000	\$ 4,318	\$ 5,000	\$ 1,967	39.3%	\$ 5,000	
001-518-70-44	PRINTING SERVICES	\$ 9,795	\$ 9,500	\$ 4,461	\$ 5,000	\$ 3,006	60.1%	\$ 5,000	
001-518-80-31	RECORDS MANAGEMENT	\$ 7	\$ 6,000	\$ 791	\$ 7,000	\$ -	0.0%	\$ 25,000	Laserfiche Doc Mgmt System
001-518-80-40	IT SUPPORT AND MAINTENANCE	\$ 24,217	\$ 15,000	\$ 28,805	\$ 20,000	\$ 22,011	110.1%	\$ 20,000	
001-518-90-30	MISCELLANEOUS	\$ 614	\$ 1,000	\$ 520	\$ 1,000	\$ 1,588	158.8%	\$ 1,000	
001-521-20-40	POLICE OPERATIONS	\$ 435,896	\$ 430,000	\$ 423,959	\$ 447,536	\$ 320,652	71.6%	\$ 500,000	
001-521-20-45	SHERIFF - MARINE POLICING SERV.	\$ 14,721	\$ 20,000	\$ 14,340	\$ 20,000	\$ 12,670	63.4%	\$ 14,000	
001-521-30-41	CRIMINAL JUSTICE	\$ 10,223	\$ 20,000	\$ 17,881	\$ 20,000	\$ 7,608	38.0%	\$ 15,000	
001-521-30-45	CRIM JUSTICE - OTHER CTED PROG	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%	\$ -	
001-522-10-44	FIRE PROTECTION - LEOFF	\$ -			\$ 25,000	\$ -	0.0%	\$ 25,000	paid \$50,000 in 2018, so didn't budget for 2019 and 2020
001-522-20-40	FIRE SUPPRESSION	\$ 252,397	\$ 250,000	\$ 244,390	\$ 245,245	\$ 122,623	50.0%	\$ 233,943	
001-523-60-41	JAIL SERVICES	\$ -	\$ 1,000	\$ -	\$ -	\$ -		\$ -	
001-525-60-40	EMERGENCY PREPAREDNESS	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 105	10.5%	\$ 1,000	
001-551-00-49	ARCH CONTRIBUTION	\$ -	\$ 5,000	\$ 12,402	\$ 10,000	\$ 2,401	24.0%	\$ 10,000	Council noted would like yearly contribution of 10,000
001-553-70-40	POLLUTION CONTROL	\$ 3,968	\$ 4,000	\$ 4,035	\$ 6,000	\$ 3,129	52.2%	\$ 6,000	
001-566-00-40	ALCOHOL REHABILITATION	\$ 222	\$ 500	\$ 300	\$ 500	\$ 223	44.6%	\$ 500	
001-573-90-31	COMMUNITY PROGRAMS	\$ 13,053	\$ 5,000	\$ 12,014	\$ 5,000	\$ 4,000	80.0%	\$ 5,000	
001-576-80-31	OPEN SPACES	\$ -	\$ 10,000	\$ 6,937	\$ -	\$ -		\$ -	
001-576-90-41	WETHERILL DONATION	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	100.0%	\$ 5,000	
001-597-00-00	OPERATING TRANSFERS - OUT	\$ -			\$ -	\$ -		\$ -	
		\$ 1,088,244	\$ 1,120,200	\$ 1,055,607	\$ 1,157,141	\$ 736,397	63.6%	\$ 1,213,321	
001-5088000	PROJECTED ENDING FUND BALANCE	\$ 1,476,728	\$ 1,567,784	\$ 1,698,073					
<b>WETHERILL NATURE PRESERVE FUND #023</b>									
023-3088000	BEGINNING BALANCE	\$ 84,517	\$ 41,177	\$ 41,177	\$ 54,686				
<b>REVENUES</b>									

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
023-337-00-00	PUBLIC DONATIONS - WNP	\$ 11,100	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%	\$ 11,000	
023-337-00-10	PUBLIC DONATIONS - PROJECT	\$ -	\$ -						
023-361-10-00	INVESTMENT INTEREST	\$ 1,080	\$ 800	\$ 248	\$ 450	\$ 33	7.3%	\$ 100	
023-367-00-00	PRIVATE DONATIONS - WETHERILL	\$ 15,547	\$ 8,000	\$ 17,702	\$ 8,000	\$ 5,104	63.8%	\$ 10,000	
023-367-00-10	PRIVATE DONATIONS - PROJECTS	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	0.0%	\$ 25,000	
023-397-00-00	TRANSFERS IN		\$ 800		\$ 400	\$ -	0.0%	\$ 100	interest from 701 Endowment fund
	Total Revenues	\$ 27,727	\$ 45,600	\$ 28,950	\$ 44,850	\$ 5,137	11.5%	\$ 46,200	
<b>EXPENDITURES</b>									
023-576-90-10	SALARY - PW	\$ 200	\$ 1,000		\$ 1,000	\$ -	0.0%	\$ 500	10 hours of Istvan
023-576-90-31	SUPPLIES	\$ -	\$ 2,000		\$ 2,000	\$ -	0.0%	\$ 2,000	tools, mailing newsletter, etc.
023-576-90-40	MISCELLANEOUS MAINT.	\$ 20,277	\$ 18,000	\$ 15,441	\$ 18,000	\$ 4,685	26.0%	\$ 20,000	Earthcorps, services, constructionn
023-576-90-42	PROJECT EXPENSES	\$ -	\$ 25,000		\$ 25,000	\$ -	0.0%	\$ 25,000	
023-597-00-00	TRANSFERS OUT	\$ 50,590	\$ -			\$ -		\$ -	
	Total Expenditures	\$ 71,067	\$ 46,000	\$ 15,441	\$ 46,000	\$ 4,685	10.2%	\$ 47,500	
023-5088000	PROJECTED ENDING FUND BALANCE	\$ 41,177	\$ 40,777	\$ 54,686					
<b>STREET FUND #101</b>									
101-3088000	BEGINNING BALANCE	\$ 455,483	\$ 471,971	\$ 471,971	\$ 408,095				
<b>REVENUES</b>									
101-322-40-00	HEAVY VEHICLE FEE	\$ 74,179	\$ 90,000	\$ 62,840	\$ 50,000	\$ 109,116	218.2%	\$ 100,000	
101-336-00-71	MULTIMODAL TRANS. CTY	\$ 1,474	\$ 2,414	\$ 1,418	\$ 1,000	\$ 691	69.1%	\$ 1,360	
101-336-00-87	STREET FUEL TAX	\$ 22,453	\$ 20,000	\$ 19,157	\$ 15,000	\$ 10,618	70.8%	\$ 18,695	
101-361-10-00	INVESTMENT INTEREST	\$ 9,118	\$ 5,000	\$ 2,760	\$ 2,000	\$ 259	13.0%	\$ 500	
101-382-10-00	STREET DAMAGE DEPOSIT	\$ 84,501	\$ 30,000	\$ 37,500	\$ 30,000	\$ 41,250	137.5%	\$ 30,000	
101-395-20-00	INSURANCE/DAMAGE CLAIMS - recovery for cap as	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
101-397-00-00	OPERATING TRANSFERS IN		\$ 20,000	\$ 20,000	\$ -	\$ -		\$ -	
101-397-00-42	OPERATING TRANSFERS IN					\$ -		\$ -	
101-398-10-00	INSURANCE RECOVERIES - other than cap asset		0	\$ 200	0	\$ -		\$ -	
	Total Revenues	\$ 191,725	\$ 167,414	\$ 143,875	\$ 98,000	\$ 161,934	165.2%	\$ 150,555	
<b>EXPENDITURES</b>									
101-542-30-48	STREET MAINTENANCE	\$ 519	\$ 20,000	\$ 57,481	\$ 40,000	\$ -	0.0%	\$ 40,000	
101-542-63-47	STREET LIGHTS	\$ 9,124	\$ 7,500	\$ 8,686	\$ 8,500	\$ 6,170	72.6%	\$ 9,000	
101-542-64-48	TRAFFIC CONTROL DEVICES	\$ 383	\$ -	\$ 128	\$ 1,000	\$ 6,050	605.0%	\$ 10,000	
101-542-67-41	STREET CLEANING	\$ 3,720	\$ 3,600	\$ 3,970	\$ 3,600	\$ 2,368	65.8%	\$ 4,000	
101-542-70-31	ROW MAINT - SUPPLIES	\$ 4,265	\$ 5,000	\$ 6,001	\$ 7,500	\$ 3,002	40.0%	\$ 5,000	
101-542-70-32	ROW MAINT - FUEL	\$ 1,097	\$ 1,500	\$ 1,102	\$ 1,000	\$ 1,146	114.6%	\$ 1,500	
101-542-70-35	ROW MAINT - EQUIPMENT	\$ 5,632	\$ 3,000	\$ 277	\$ 1,500	\$ 291	19.4%	\$ 1,500	
101-542-70-41	ROW MAINT - CONTRACT SVCS	\$ 1,158	\$ -	\$ 25,455	\$ 50,000	\$ 17,711	35.4%	\$ 100,000	parking improvements
101-543-30-10	SALARY - PUBLIC WORKS DEPT	\$ 54,852	\$ 50,400	\$ 52,066	\$ 50,100	\$ 33,653	67.2%	\$ 53,650	70% of Istvan
101-543-30-21	PAYROLL TAXES - PW	\$ 7,200	\$ 5,590	\$ 6,044	\$ 5,800	\$ 3,818	65.8%	\$ 4,830	
101-543-30-22	BENEFITS - PW	\$ 7,611	\$ 6,961	\$ 7,076	\$ 7,280	\$ 4,791	65.8%	\$ 7,700	
101-543.30-23	RETIREMENT - PW	\$ 7,046	\$ 6,485	\$ 6,715	\$ 6,750	\$ 4,136	61.3%	\$ 6,780	
101-544-20-41	ENGINEERING SERVICES - GENERAL	\$ -			\$ 10,000	\$ 3,529	35.3%	\$ 7,500	

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
101-582-10-00	STREET DEPOSIT REFUNDS	\$ 49,010	\$ 10,000	\$ 15,000	\$ 30,000	\$ 30,000	100.0%	\$ 30,000	
101-595-30-63	STREET CONSTRUCTION	\$ 23,621	\$ 220,000	\$ 17,750	\$ 245,000	\$ 70,293	28.7%	\$ 25,000	25,000 sidewalks in 2022
101-595-62-63	COMMUNITY PARKS AND TRAILS	\$ -			\$ -	\$ -		\$ -	
	Total Expenditures	\$ 175,237	\$ 340,036	\$ 207,751	\$ 468,030	\$ 186,958	39.9%	\$ 306,460	
	<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 471,971</b>	<b>\$ 299,349</b>	<b>\$ 408,095</b>					
<b>COMMUNITY DEVELOPMENT FUND #104</b>									
104-3088000	BEGINNING BALANCE	\$ 612,203	\$ 357,942	\$ 357,942	\$ 370,775				
<b>REVENUES</b>									
104-322-10-00	BUILDING PERMIT FEES	\$ 120,450	\$ 100,000	\$ 92,286	\$ 90,000	\$ 120,175	133.5%	\$ 120,000	
104-322-10-12	FENCE PERMIT FEE	\$ 625	\$ 500	\$ 1,125	\$ 1,000	\$ 625	62.5%	\$ 500	
104-322-10-13	ROOFING PERMIT FEE	\$ 300	\$ 500	\$ -	\$ 500	\$ 100	20.0%	\$ 500	
104-322-10-31	SHORELINE EXEMPTION	\$ 2,188	\$ 1,000	\$ 1,563	\$ 1,500	\$ 2,500	166.7%	\$ 5,000	
104-322-11-00	MECHANICAL/PLUMBING PERMIT FEES	\$ 20,325	\$ 18,000	\$ 15,313	\$ 12,000	\$ 14,048	117.1%	\$ 15,000	
104-322-12-00	DEMOLITION FEES	\$ 2,193	\$ 2,000	\$ 1,875	\$ 3,000	\$ 4,063	135.4%	\$ 5,000	
104-322-13-00	SUBSTANTIAL DEVELOPMENT FEES	\$ 2,500	\$ -	\$ 5,758	\$ 4,500	\$ 1,250	27.8%	\$ 3,000	
104-322-14-00	RIGHT OF WAY PERMIT	\$ 3,505	\$ 3,000	\$ 8,483	\$ 10,000	\$ 3,738	37.4%	\$ 5,000	
104-322-16-00	SITE DEVELOPMENT FEES	\$ 9,645	\$ 10,000	\$ 13,932	\$ 10,000	\$ 10,144	101.4%	\$ 15,000	
104-322-17-00	PRE APPLICATION CONFERENCE	\$ 14,850	\$ 12,000	\$ 25,000	\$ 20,000	\$ 14,000	70.0%	\$ 20,000	
104-322-18-00	ENCROACHMENT AGREEMENT	\$ -	\$ -	\$ 1,875	\$ 3,500	\$ 3,750	107.1%	\$ 3,500	
104-334-03-10	WA STATE GRANTS	\$ 1,823			\$ -			\$ -	
104-345-81-00	ZONING/SUBDIVISION FEES	\$ 1,250	\$ 500	\$ 1,250	\$ 1,000	\$ -	0.0%	\$ 1,000	
104-345-81-10	VARIANCE FEE	\$ 12,676	\$ 2,500	\$ 7,468	\$ 5,000	\$ 2,500	50.0%	\$ 5,000	
104-345-81-40	HEARING EXAMINER - FOR REIMBURSEMENT	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0.0%	\$ 10,000	
104-345-83-00	PLAN CHECKING FEES	\$ 44,202	\$ 40,000	\$ 57,302	\$ 40,000	\$ 66,485	166.2%	\$ 60,000	
104-345-86-00	SEPA PERMIT	\$ 10,010	\$ 7,500	\$ 7,510	\$ 7,500	\$ 10,010	133.5%	\$ 10,000	
104-345-89-40	OTHER DEVELOPMENT FEES	\$ 850	\$ -	\$ 750	\$ 1,000	\$ 605	60.5%	\$ -	
104-361-10-00	INVESTMENT INTEREST	\$ 11,805	\$ 7,500	\$ 2,169	\$ 1,000	\$ 259	25.9%	\$ 500	
	Total Revenues	\$ 259,197	\$ 205,000	\$ 243,659	\$ 221,500	\$ 254,252	114.8%	\$ 279,000	
<b>EXPENDITURES</b>									
104-518-10-10	SALARY - CLERK	\$ 55,848	\$ 61,000	\$ 60,635	\$ 61,500	\$ 41,639	67.7%	\$ 70,510	20% BR, 75% AW
104-518-10-21	PAYROLL TAXES - CLERK	\$ 6,174	\$ 5,200	\$ 5,409	\$ 5,500	\$ 3,714	67.5%	\$ 6,350	
104-518-10-22	BENEFITS - CLERK	\$ 9,270	\$ 9,550	\$ 9,425	\$ 9,850	\$ 6,502	66.0%	\$ 10,450	
104-518-10-23	RETIREMENT - CLERK	\$ 7,149	\$ 7,900	\$ 7,820	\$ 7,975	\$ 5,110	64.1%	\$ 8,900	
104-543-30-10	INTERNS (SUMMER HELP)	\$ 5,220	\$ 7,500	\$ 8,868	\$ 6,000	\$ 5,295	88.3%	\$ 10,000	
104-543-30-21	INTERNS PAYROLL TAXES		\$ -	\$ 1,243	\$ 960	\$ 826	86.0%	\$ 1,500	
104-558-50-31	SUPPLIES	\$ -	\$ -			\$ -		\$ -	
104-558-50-40	SITE DEVELOPMENT	\$ 9,348	\$ 7,500	\$ 5,113	\$ 9,000	\$ 1,674	18.6%	\$ -	
104-558-50-41	BUILDING PERMITS	\$ 35,167	\$ 40,000	\$ 25,337	\$ 40,000	\$ 4,098	10.2%	\$ 30,000	
104-558-50-42	MECHANICAL PERMITS	\$ 11,026	\$ 10,000	\$ 6,016	\$ 10,000	\$ 7,108	71.1%	\$ 10,000	
104-558-50-43	FENCE PERMIT	\$ 284	\$ 500	\$ 614	\$ 900	\$ 196	21.8%	\$ 500	
104-558-50-44	SEPA	\$ 3,698	\$ 4,000	\$ 2,025	\$ 6,800	\$ 4,840	71.2%	\$ 7,500	
104-558-50-45	DEMOLITION PERMITS	\$ 129	\$ 2,000	\$ 160	\$ 2,000	\$ 126	6.3%	\$ 500	
104-558-50-46	SUBSTANTIAL DEVELOPMENT	\$ -	\$ -		\$ 3,000	\$ -	0.0%	\$ -	

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
104-558-50-47	RIGHT OF WAY	\$ 3,063	\$ 4,000	\$ 4,454	\$ 7,000	\$ 2,324	33.2%	\$ 5,000	
104-558-50-48	SHORELINE EXEMPTION	\$ 2,295	\$ 1,500	\$ 1,485	\$ 1,200	\$ 844	70.3%	\$ 1,500	
104-558-50-49	SHORELINE SUBS DEVELOPMENT	\$ 1,856		\$ 3,643	\$ 2,500	\$ 1,236	49.4%	\$ 1,500	
104-558-60-41	CODE ENFORCEMENT					\$ 849			
104-558-60-42	GENERAL ADMINISTRATION	\$ 878	\$ -			\$ 17,929		\$ -	
104-558-60-43	OTHER DEVELOPMENT	\$ 35,510	\$ 40,000	\$ 30,988	\$ 30,000	\$ 593	2.0%	\$ 30,000	
104-558-60-44	SPECIAL USE PERMIT	\$ -	\$ -		\$ -	\$ -		\$ -	
104-558-60-45	PROFESSIONAL CVCS - HRG. EXAM	\$ 3,975	\$ -	\$ 9,773	\$ 10,000	\$ -	0.0%	\$ 10,000	
104-558-60-46	PLAN CHECKING	\$ 28,352	\$ 30,000	\$ 19,359	\$ 20,000	\$ 33,688	168.4%	\$ 40,000	
104-558-60-48	ZONING/SUBDIVISION	\$ 2,538	\$ 1,000	\$ 8,015	\$ 10,000	\$ -	0.0%	\$ -	
104-558-60-49	PRE-APPLICATION MEETINGS	\$ 4,955	\$ 5,000	\$ 8,724	\$ 7,500	\$ 6,378	85.0%	\$ 7,500	
104-576-80-40	MORNINGSIDE MAINTENANCE	\$ 15,979	\$ 10,000	\$ 2,090	\$ 10,000	\$ 2,532	25.3%	\$ 10,000	
104-594-76-63	COMMUNITY PROJECTS CONSTRUCTION	\$ 269,036	\$ -	\$ 8,567	\$ -	\$ -		\$ -	
104-594-76-64	OPEN SPACES PROJECTS CONSTRUCTION	\$ 1,709	\$ 5,000	\$ 1,063	\$ 20,000	\$ 6,380	31.9%	\$ 50,000	Sally's Alley
104-595-30-60	ROADWAY RESTORATION	\$ -	\$ -		\$ -	\$ -		\$ -	
104-595-70-63	ROADSIDE LANDSCAPING PROJECTS	\$ -	\$ -		\$ -	\$ -		\$ 10,000	
	Total Expenditures	\$ 513,459	\$ 251,650	\$ 230,826	\$ 281,685	\$ 153,881	54.6%	\$ 321,710	
104-5088000	PROJECTED ENDING FUND BALANCE	\$ 357,942	\$ 311,292	\$ 370,775					
<b>BOND REDEMPTION FUND #211</b>									
211-3088000	BEGINNING BALANCE	\$ 17,650	\$ 22,700	\$ 22,700	\$ 17,432				
<b>REVENUES</b>									
211-361-10-00	INVESTMENT INTEREST	\$ 657	\$ -	\$ 339	\$ 400	\$ 27	6.8%	\$ 20	
211-397-00-83	OPERATING TRANSFERS - IN	\$ 90,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	100.0%	\$ 80,000	
	Total Revenues	\$ 90,657	\$ 80,000	\$ 80,339	\$ 80,400	\$ 80,027	99.5%	\$ 80,020	
<b>EXPENDITURES</b>									
211-591-95-70	DEBT REDEMPTION - GO BOND - 92ND	\$ 72,771	\$ 75,177	\$ 75,177	\$ 77,279	\$ 38,388	49.7%	\$ 79,409	
211-592-95-80	INTEREST/DEBT SVC - GO BOND 92ND	\$ 12,836	\$ 10,430	\$ 10,430	\$ 8,328	\$ 4,415	53.0%	\$ 6,198	
	Total Expenditures	\$ 85,607	\$ 85,607	\$ 85,607	\$ 85,607	\$ 42,804	50.0%	\$ 85,607	
211-5088000	PROJECTED ENDING FUND BALANCE	\$ 22,700	\$ 17,093	\$ 17,432					
<b>CAPITAL IMPROVEMENT FUND #301 - reserved</b>									
301-3081000	BEGINNING BALANCE	\$ 428,147	\$ 709,402	\$ 709,402	\$ 456,850				
<b>REVENUES</b>									
301-318-34-00	REET 1 - FIRST QTR PERCENT	\$ 313,954	\$ 200,000	\$ 244,582	\$ 200,000	\$ 124,577	62.3%	\$ 125,000	
301-361-10-00	INVESTMENT INTEREST	\$ 12,301	\$ 8,000	\$ 2,866	\$ 1,000	\$ 270	27.0%	\$ 250	
	Total Revenues	\$ 326,255	\$ 208,000	\$ 247,448	\$ 201,000	\$ 124,847	62.1%	\$ 125,250	
<b>EXPENDITURES</b>									
301-597-00-00	OPERATING TRANSFERS - OUT	\$ -	\$ 460,000	\$ 460,000	\$ 75,000	\$ 75,000	100.0%	\$ -	
301-597-00-83	OPERATING TRANSFER LOAN REDEMPT.	\$ 45,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	100.0%	\$ 40,000	to 211
	Total Expenditures	\$ 45,000	\$ 500,000	\$ 500,000	\$ 115,000	\$ 115,000	100.0%	\$ 40,000	
301-5081000	PROJECTED ENDING FUND BALANCE	\$ 709,402	\$ 417,402	\$ 456,850					



Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru Aug-21	% of Budget	Proposed 2022 Budget	Comments
<b>CAPITAL IMPROVEMENT IV FUND #304 - reserved</b>									
304-3081000	BEGINNING BALANCE	\$ 399,857	\$ 680,456	\$ 680,456	\$ 427,731				
<b>REVENUES</b>									
301-318-35-00	REET 2 - SECOND QTR PERCENT	\$ 313,954	\$ 200,000	\$ 244,582	\$ 200,000	\$ 124,577	62.3%	\$ 125,000	
301-361-10-00	INVESTMENT INTEREST	\$ 11,645	\$ 8,000	\$ 2,693	\$ 1,000	\$ 252	25.2%	\$ 250	
	Total Revenues	\$ 325,599	\$ 208,000	\$ 247,275	\$ 201,000	\$ 124,829	62.1%	\$ 125,250	
<b>EXPENDITURES</b>									
301-597-00-00	OPERATING TRANSFERS - OUT	\$ -	\$ 460,000	\$ 460,000	\$ 75,000	\$ 75,000	100.0%	\$ -	
301-597-00-83	OPERATING TRANSFER LOAN REDEMPT	\$ 45,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	100.0%	\$ 40,000	to 211
	Total Expenditures	\$ 45,000	\$ 500,000	\$ 500,000	\$ 115,000	\$ 115,000	100.0%	\$ 40,000	
304-5081000	PROJECTED ENDING FUND BALANCE	\$ 680,456	\$ 388,456	\$ 427,731					
<b>CURRENT YEAR CAPITAL FUND 311</b>									
311-3088000	BEGINNING BALANCE	\$ 168,451	\$ 163,003	\$ 163,003	\$ 553,487				
<b>REVENUES</b>									
311-361-10-00	INVESTMENT INTEREST		0	2,284	100	\$ 236	236.0%	\$ -	
311-397-00-00	OPERATING TRANSFERS - IN	\$ -	\$ 400,000	\$ 400,000	\$ 50,000	\$ 50,000	100.0%	\$ -	
	Total Revenues	\$ -	\$ 400,000	\$ 402,284	\$ 50,100	\$ 50,236	100.3%	\$ -	
<b>EXPENDITURES</b>									
311-595-10-41	PROFESSIONAL SERVICES - ENGINEERING	\$ 5,448	\$ -	\$ 11,800	\$ -	\$ 2,135		\$ 25,000	
311-595-30-63	CONSTRUCTION	\$ -	\$ 475,000	\$ -	\$ 600,000	\$ 388,985	64.8%	\$ -	Undergrounding
311-595-70-63	ROADSIDE LANDSCAPING	\$ -							
	Total Expenditures	\$ 5,448	\$ 475,000	\$ 11,800	\$ 600,000	\$ 391,120	65.2%	\$ 25,000	
311-5088000	PROJECTED ENDING FUND BALANCE	\$ 163,003	\$ 88,003	\$ 553,487					
<b>STORMWATER FUND #401</b>									
401-3088000	BEGINNING BALANCE	\$ 211,693	\$ 189,087	\$ 189,087	\$ 663,670				
<b>REVENUES</b>									
401-343-10-00	STORMWATER SYSTEM MAINTENANCE	\$ 25,248	\$ 25,248	\$ 25,218	\$ 25,248	\$ 14,301	56.6%	\$ 25,248	
401-343-10-10	STORMWATER RESERVE FOR CAPITAL	\$ 41,090	\$ 41,090	\$ 55,520	\$ 41,090	\$ 23,274	56.6%	\$ 41,090	
401-361-10-00	INVESTMENT INTEREST	\$ 4,768	\$ 2,000	\$ 2,753	\$ 2,000	\$ 431	21.6%	\$ 300	
401-337-00-70	GRANT KC	\$ 10,000	\$ 10,000	\$ -	\$ -			\$ -	
401-337-00-71	GRANT ('19 FOR STORM DRAINS)	\$ 33,161			\$ -			\$ -	
401-397-00-00	TRANSFER IN		\$ 500,000	\$ 500,000	\$ 100,000	\$ 100,000	100.0%	\$ -	
	Total Revenues	\$ 114,267	\$ 578,338	\$ 583,491	\$ 168,338	\$ 138,006	82.0%	\$ 66,638	
<b>EXPENDITURES</b>									
401-518-50-31	OFFICE EQUIPMENT AND IT SUPPORT	\$ -	\$ -	\$ -	\$ -	\$ 384			
401-542-40-10	SALARY - PW	\$ 3,529	\$ 14,400	\$ 12,819	\$ 14,750	\$ 9,615	65.2%	\$ 15,320	20% Istvan
401-542-40-21	PAYROLL TAXES - PW	\$ 449	\$ 1,600	\$ 1,469	\$ 1,675	\$ 1,091	65.1%	\$ 1,350	
401-542-40-22	BENEFITS - PW	\$ 488	\$ 2,000	\$ 1,739	\$ 2,080	\$ 1,369	65.8%	\$ 200	
401-542-40-23	RETIREMENT - PW	\$ 452	\$ 1,860	\$ 1,654	\$ 1,975	\$ 1,182	59.8%	\$ 1,940	
401-542-40-41	ENGINEERING SERVICES - GENERAL	\$ 60,836	\$ -	\$ 27,503	\$ -	\$ -		\$ 25,000	

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru	% of Budget	Proposed 2022 Budget	Comments
						Aug-21			
401-542-40-48	STORM DRAIN MAINTENANCE	\$ 66,036	\$ 10,000	\$ 40,666	\$ 15,000	\$ 3,960	26.4%	\$ 10,000	
401-542-67-41	STREET CLEANING	\$ 3,378	\$ 3,600	\$ 3,970	\$ 3,600	\$ 2,368	65.8%	\$ 4,000	
401-595-40-41	STORMWATER CONSULT - ENGINEERING	\$ 1,706	\$ -	\$ 11,125	\$ 30,000	\$ 1,406	4.7%	\$ 25,000	Pace for NE 36th St
401-595-40-63	STORMWATER CONSTRUCTION	\$ -	\$ 605,000	\$ 7,963	\$ 700,000	\$ 497,120	71.0%	\$ -	
	Total Expenditures	\$ 136,874	\$ 638,460	\$ 108,908	\$ 769,080	\$ 518,495	67.4%	\$ 82,810	
401-508800	PROJECTED ENDING FUND BALANCE	\$ 189,087	\$ 128,965	\$ 663,670					
<b>AGENCY REMITTANCE FUND #631</b>									
631-3088000	BEGINNING BALANCE	\$ 7,573	\$ 7,916	\$ 7,916	\$ 10,897				
<b>REVENUES</b>									
631-361-10-00	INVESTMENT INTEREST	\$ 64	\$ -	\$ 52	\$ 50	\$ 7	14.0%	\$ 10	
631-386-00-00	STATE PASS-THRU BY KIRKLAND CT	\$ 1,925	\$ 2,770	\$ 4,655	\$ 3,000	\$ 2,008	66.9%	\$ 3,000	
	Total Revenues	\$ 1,989	\$ 2,770	\$ 4,707	\$ 3,050	\$ 2,015	66.1%	\$ 3,010	
<b>EXPENDITURES</b>									
631-586-00-00	STATE PASS-THRU BY KIRKLAND CT	\$ 1,646	\$ 2,520	\$ 1,726	\$ 3,000	\$ -	0.0%	\$ 3,000	
	Total Expenditures	\$ 1,646	\$ 2,520	\$ 1,726	\$ 3,000	\$ -	0.0%	\$ 3,000	pass through done annually
631-5088000	PROJECTED ENDING FUND BALANCE	\$ 7,916	\$ 8,166	\$ 10,897					
<b>Wetherill Endowment Fund #701</b>									
701-308800	BEGINNING FUND BALANCE	\$ -	\$ 51,003	\$ 51,003	\$ 51,307				
<b>REVENUES</b>									
701-361-10-00	INVESTMENT INTEREST	\$ 413	\$ -	\$ 304	\$ 400	\$ 32	8.0%	\$ 50	
701-397-00-00	OPERATING TRANSFERS - IN	\$ 50,590	\$ -	\$ -	\$ -	\$ -		\$ -	
	Total Revenue	\$ 51,003	\$ -	\$ 304	\$ 400	\$ 32	8.0%	\$ 50	
<b>EXPENDITURES</b>									
701-597-00-00	TRANFERS OUT	\$ -	\$ 800	\$ -	\$ 400	\$ -	0.0%	\$ 100	
	Total Expenditures	\$ -	\$ 800	\$ -	\$ 400	\$ -	0.0%	\$ 100	
701-5088000	PROJECTED ENDING FUND BALANCE	\$ 51,003	\$ 50,203	\$ 51,307					
	2019 beginning balance	\$ 3,679,152							
	2019 actual revenues	\$ 2,659,892							
	2019 actual expenditures	\$ 2,167,581							
	2019 ending balance	\$ 4,171,463							
			<b>2020 Budget</b>	<b>2020 Actual</b>					
	2020 beginning balance		\$ 4,174,860	\$ 4,174,860					
	2020 budgeted revenues		\$ 3,102,902	\$ 3,255,808					
	2020 budgeted expenditures		\$ 3,960,273	\$ 2,717,666					
	2020 estimated ending balance		\$ 3,317,489	\$ 4,713,002					
					<b>2021 Budget</b>	<b>2021 Actual</b>			
	2021 Beginning Balance				\$ 4,713,002	\$ 4,713,002			
	2021 Revenues				\$ 2,332,338	\$ 1,967,078			
	2021 Expenditures				\$ 3,640,943	\$ 2,264,340			

Account Number	Account Title	2019 Year Actual	2020 Budget	2020 Actual YE	Adopted 2021 Budget	Actual thru Aug-21	% of Budget	Proposed 2022 Budget	Comments
	2021 Estimated Ending Balance				\$ 3,404,397	\$ 4,415,741			
	2022 Proposed Revenues							\$ 2,178,149	
	2022 Proposed Expenditures							\$ 2,165,508	
									9/8/2021

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

Agenda Bill 21-39  
September 14, 2021

<b>2015 \$750,000 G.O. Bond Status/payoff option</b>	<b>Proposed Council Action:</b> Discussion with possible action
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<b>Presented by:</b>	Clerk-Treasurer Bonnie Ritter
<b>Exhibits:</b>	Banner Bank Loan Payoff Quote

## Summary:

In 2015 the Town secured at 10-year G.O. Bond in the amount of \$750,000 at 2.7% interest. As of December 31, 2020, the debt service schedule looked like this:

Year	Principal	Interest	Total
2021	\$ 77,279.38	\$ 8,327.76	\$ 85,607.14
2022	\$ 79,409.38	\$ 6,197.76	\$ 85,607.14
2023	\$ 81,598.09	\$ 4,009.05	\$ 85,607.14
2024	\$ 83,840.65	\$ 1,766.49	\$ 85,607.14
2025	\$ 1,329.55	\$ 8.68	\$ 1,338.23
<b>Total</b>	<b>\$323,457.05</b>	<b>\$20,309.74</b>	<b>\$343,766.23</b>

For the first 4 years of this obligation, there were penalties for paying off the debt, which expired in 2019.

It was Banner Bank's option to adjust the interest after February 26, 2021, which they did not exercise.

The Town has paid the first half of the 2021 obligation, with the second half due on December 1, 2021.

The result of interest paid for our Local Government Investment Pool for the past few years is:

2018 – total interest collected \$61,698.95 with interest ranging from 1.4290% - 2.3737%. Year-end balance in LGIP = \$3,438,040.

2019 – total interest collected \$83,290.63 with interest ranging from 1.7737% - 2.5405%. Year-end balance in LGIP = \$3,964,733.

2020 – total interest collected \$25,195.31 with interest ranging from .1560% - 1.7230%. Year-end balance in LGIP = \$4,226,481.

2021 through August – total interest collected \$3,221.53 with interest ranging from .0753% - .1395%. LGIP balance through end of August 2021 = \$4,205,657. (In July \$300,000 was transferred out of LGIP to the checking account.)

I received a loan payoff quote from Banner Bank that's valid until 9/17/2021. The payoff amount was quoted as \$287,129.55. Daily interest is currently \$21.34.

**Recommended Action:**

After discussion if the Council so chooses:

Motion to approve paying off Loan Number 72168781, in the amount of \$287,129.55, as quoted by Banner Bank (quote valid until 9/17/21).

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

Agenda Bill 21-40  
September 14, 2021

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<b>Right of Way Management Discussion</b>	<b>Proposed Council Action:</b> For discussion only.
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<b>Presented by:</b>	Mayor Cahill
<b>Exhibits:</b>	None.

**Summary:**

Discuss the budgeted monies for 91<sup>st</sup> Ave NE right of way restoration to use as a model.

**Recommended Action:**

None – for discussion only.

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

Agenda Bill 21-41  
September 14, 2021

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<b>Appoint resident Jeff Shiu to the Planning Commission to complete Commissioner Jennifer Whittier's term</b>	<b>Proposed Council Action:</b> For Appointment.
<b>Presented by:</b>	Mayor Cahill
<b>Exhibits:</b>	None.

**Summary:**

Planning Commissioner Jennifer Whittier left the Commission in July 2021 due to moving out of town. Her term is due to expire December 31, 2022. Resident Jeff Shiu has interest in completing Jennifer Whittier's term.

**Recommended Action:**

Appoint resident Jeff Shiu to the Planning Commission to complete Planning Commissioner Jennifer Whittier's term due to expire December 31, 2022.

# Town Council Project Tracking Sheet



Project Description	Status	Priority	Lead person	Date/year started	Updated	Date/year Complete	Comments
Create new system to broadcast and continue Town board meetings virtually as an option.	Started	High	Deputy Clerk	21-Jun	7/13/2021		Mayor and staff are currently researching options, talking to other local jurisdictions, and requesting quotes from companies to outfit the Council Chambers with AV equipment to allow public and Town representative virtual participation during future in person Council/Planning Commission/Park Board meetings. Resident Chuck Porter offered to talk with Seattle University I.T. dept to find out the equipment they use. Councilmember Bush offered to review any proposals and suggests modeling the AV equipment used in a classroom setting for TH.
Sally's Alley reclassification from a road into a park	Started		Park Board/Legal/Staff	21-May	7/28/2021		The Park Board is studying goals and objectives for the ongoing preservation and maintenance of Sally's Alley which will evolve into a future Master Plan. Attonrey Missall referenced the Town's Comprehensive and Trails Master Plans and suggests including the Park Board's future Sally's Alley Master Plan into the next Comp Plan update to establish it as a priority and allow other funding and legislative opportunities. Additionally, the Park Board also plans to add additional items to the Comp Plan such a Morningside trail system.
Town Hall naming after deceased resident Peter Swindley	Started		Mayor/Staff/Legal	21-Jul			A resident made a request to have Town Hall named after Peter Swindley. Councilmember Valaas suggests to have the Park Board work on a plaque commemorating the work that Mr. Swindley did in Yarrow Point. Town Legal Staff and Administration will research legalities to pursue the naming of Town Hall after Peter Swindley.



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Repair NE Points Drive gate latch	Started	High	City of Clyde Hill	21-Jul	7/16/2021	Councilmember Bush discussed an accident involving a broken gate latch for the gate that borders City of Kirkland on NE Points Drive. Mayor Cahill shared that the City of Administrator at Clyde Hill is coordinating a repair. UPDATE from Clyde Hill: Gate repairs on Points Drive gate between Kirkland and Yarrow Pt / Clyde Hill will take place end of July;
Consider banning gas powered lawn equipment	Started		Council	21-Jul		Councilmember Lagerholm attended an online Medina event discussing a topic of banning gas powered lawn equipment due to noise and pollution. He would like this topic added as a future Yarrow Point agenda item for consideration.
Support CHPD due to increased crime	Started		Mayor/Council	21-Jun	7/13/2021	CHPD reported that crime has spiked everywhere due to recently passed King County legislation for decriminalizing drug possession which in turn, has lessened police enforcement abilities. Mayor Cahill will work collectively with other mayors to find ways to support the local police departments. <i>Councilmember Bush would like the Town to provide CHPD with a form of recognition such as a dessert or gift card. Mayor Cahill has taken lead.</i>
Drug awareness	Started	High	Mayor	21-Jun	7/13/2021	Continue providing support for drug awareness. Research additional funding options. In June, the Town applied for a grant opportunity totaling \$320k, part of which can be utilized for drug awareness. The Town received \$160k in June and will receive the remaining \$160k next year. Councilmember Lagerholm would like the Town to take the next step for drug awareness.
ROW Construction parking enforcement	Started	High	Mayor	21-Mar		The Town is enforcing all ROW construction parking. There is no more construction parking allowed above of Town Hall and Morningside Park.
Possibility to Install a Speed Limit Radar Sign in Roundabout	Started		Mayor & staff	21-Jun	7/13/2021	Mayor Cahill has an upcoming conversation with WSDOT regarding speed calming for traffic coming off of 520 westbound onto the roundabout. He will ask for WSDOT's permission to add a speed limit radar sign.

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Utility Tax Revenue Discussion	Ongoing		Clerk-Treasurer	21-May		7/13/2021	The Town is currently auditing utility tax intake revenue from its providers. Councilmember Valaas shared that Town code requires 6% on water and sewer utility tax however, City of Bellevue is paying 5%. Mayor Cahill responded that Town staff are researching it. Mayor Cahill gave an update regarding the Town's audit of utility tax revenue from City of Bellevue. City of Bellevue will provide the Town 6% but will charge the residents 6%+. The Town will request that City of Bellevue change their fee to 6%.
Mutt Mitt dog bag purchases	Started		Mayor	21-Feb		7/13/2021	Cost of Mutt Mitt bag purchases will go down as the Town has found a more efficient system for purchasing.
Adding additional Flock license plate reader cameras	Started		Mayor/Staff	21-Mar	7/27/2021		Mayor Cahill stated that adding two additional license plate reader cameras is in the Town's budget. The Town will purchase two additional license plate reader cameras; one for the entrance of NE 32nd St and the other at the entrance of NE Points Drive. Mayor Cahill will reach out to City of Clyde Hill to ask for their support for the placement of one located at the entrance of NE Points Dr. <i>It will be \$2500 for each new camera installation + \$250 for each installation. Flock needs about 1-2 months of lead time to install after purchasing.</i> The Town ordered (2) addl cameras on 7/27/2021.
Light pole spacing	Started		Mayor/Staff/Council	Dec-20		7/13/2021	Councilmember Bush suggested to reconsider the policy for light pole spacing, more people are walking at night. It is dark specifically on the Yarrow Point side of Points Drive and the connection between Kirkland through NE Points Drive to the roundabout. Mayor and staff will look into additional lighting in these areas. The spacing of light poles along 92nd is 110ft to 140ft, with 125ft being the standard. The poles are also staggered on each side of the roadway.
Back up & retention system research	Started		Councilmember Bush	Feb-20	3/20/2021		Councilmember Bush visited Town Hall on 3/3 and presented the town with a proposal to change how we do backups by adding a local Network Attached Storage device.

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Emergency preparedness	Ongoing		Mayor & staff				The Council will review at the July Council meeting to discuss future interest in future involvement.
Ongoing maintenance to Town Hall	Ongoing		Mayor & staff		7/13/2021		Re-staining Town Hall has been deferred to spring of 2022 as the Town Hall can get another year out of the current coating.

Last update: 7/28/2021