

**Mayor:** Katy Kinney Harris

**Councilmembers:** Stephan Lagerholm, Carl Scandella, Chuck Porter, Andy Valaas, Kathy Smith

**Town Attorneys:** Scott Missall and Emily Miner

**Clerk-Treasurer:** Bonnie Ritter

**Deputy Clerk:** Austen Wilcox

### **Meeting Participation**

Members of the public may participate in person at Town Hall or by phone/online. Town Hall has limited seating available, up to 15 public members. 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 3:30 PM on the day of the 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 if you wish.) You will be asked to stop when you reach the 3-minute limit.

### **Join on computer, mobile app, or phone**

1-253-215-8782

Meeting ID: 817 6667 6327#

<https://us02web.zoom.us/j/81766676327>

### **PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** Mayor Katy Kinney Harris

**ROLL CALL:** Councilmembers Stephan Lagerholm, Carl Scandella, Chuck Porter, Andy Valaas, Kathy Smith

### **1. APPROVAL OF AGENDA**

### **2. STAFF REPORTS (10 minutes)**

### **3. APPEARANCES/PUBLIC COMMENT**

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 if you wish) 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.

### **4. MINUTES (3 minutes)**

September 13, 2022 regular Council meeting

### **5. CONSENT CALENDAR (5 minutes)**

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.

### **REGULAR BUSINESS (40 minutes)**

### **6. AB 22-54 - 2023 Property Tax Levy**

- A. Public hearing on revenue sources including possible increases in the tax levy
- B. Adopt Ordinance No.720 increasing the regular levy commencing January 1, 2023

### **7. AB 22-55 – The State of The Wetherill Nature Preserve**

### **8. AB 22-56 - 2023 Budget**

- A. Public hearing on the 2023 preliminary budget – no action required

9. MAYOR & COUNCIL REPORTS (5 minutes)

10. ADJOURNMENT

---

STAFF REPORTS
---------------

1. Police Reports
2. Fire-EMS Reports
3. Town Engineer Reports:
  - NE 36<sup>th</sup> St
  - 94<sup>th</sup> Ave NE
4. Clerk-Treasurer Third Quarter Financial Report
5. Commission Minutes:
  - September 27, 2022 Regular Park Board meeting



# MEMO

---

To: Yarrow Point City Council

From: Chief Kyle Kolling

Date: October 11, 2022

Re: September 2022 Summary

---

Greetings,

September was a light month for training:

- Regular monthly training through PoliceOne Academy continued with 3 hours of training on Emotional Intelligence and De-escalation Strategies and Techniques.
- Officer Lyon and Corporal Humphreys attended a 3-day training on Critical Incident Stress Management (CISM).

Clyde Hills Police Department hosted their annual shred event at Clyde Hill Elementary. People had the opportunity to bring their confidential paper documents to the shred trunk so that they could be disposed of safely and securely. We had a slightly smaller turn out than in previous years, but received a lot of positive feedback from citizens who were happy to get to take part in the event. As always, it was a great opportunity to get some face time with our citizens to say hello and be present within the community.

We are still in the process of filling our open police officer position. The police department held two rounds of oral board interviews and had the entry-level eligibility list certified by the Civil Service Commission. Lieutenant Hanson has started the background process on several candidates.

Three Facebook posts were created in September, which reached over 636 people. Our page garnered over 328 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 now have 385 followers on our Instagram account. Our Twitter account now has 35 followers and growing.

In honor of Breast Cancer Awareness Month this October, the Clyde Hill Police Department is going pink for a good cause. Officers will be swapping their usual badges/patches for pink ones to raise awareness about breast cancer.

2022-3665	09-28-2022	4400BLK 94 <sup>th</sup> Ave NE	Harassment	Fernandez
Officers responded to a claim of harassment made by a resident about a concerning phone call they had received. Resident was advised of their options to protect themselves and a report was taken for information/documentation purposes.				



	September 2022	August 2022	2022 YTD	2021 YTD
<b>CRIMES AGAINST PERSONS</b>				
Assault	0	1	3	0
Domestic Violence/Disturbance	0	0	2	5
Harassment	1	0	1	1
Order violation	0	0	0	0
Rape/sex offenses	0	0	1	0
Robbery	0	0	0	0
Other ( <i>Abuse, APS, civil, CPS, custodial interference, extortion</i> )	0	0	1	1
<b>PROPERTY CRIMES</b>				
Burglary	0	0	1	3
Fraud	0	1	4	6
MV Prowl	0	1	7	7
MV Theft	0	0	1	0
Theft	0	1	4	8
Other ( <i>Arson, illegal dumping, malicious mischief, prowler, trespass</i> )	0	1	9	8
<b>ARRESTS</b>				
Drug/alcohol	0	0	0	0
Warrants	0	0	1	0
Other	0	0	0	2
<b>TRAFFIC ACTIVITY</b>				
Criminal Traffic	0	0	0	1
Infractions	4	4	53	25
Warnings	8	10	59	66
Traffic accidents	0	0	3	3
Traffic stops	12	14	112	76
Parking	6	11	66	67
<b>OTHER</b>				
Alarms	1	2	14	23
<b>Complaints</b>				
~Animal	0	0	5	7
~Fireworks	0	1	4	0
~Noise	0	3	11	9
~Soliciting	0	0	0	0
Deaths	0	0	1	1
Suspicious	0	4	23	20
Drug/alcohol	0	1	1	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> )	23	57	202	229

<b>Citations - Non-Traffic</b>	<b>0</b>	<b>Location</b>
--------------------------------	----------	-----------------

<b>Criminal Traffic</b>	<b>0</b>	<b>Location</b>
-------------------------	----------	-----------------

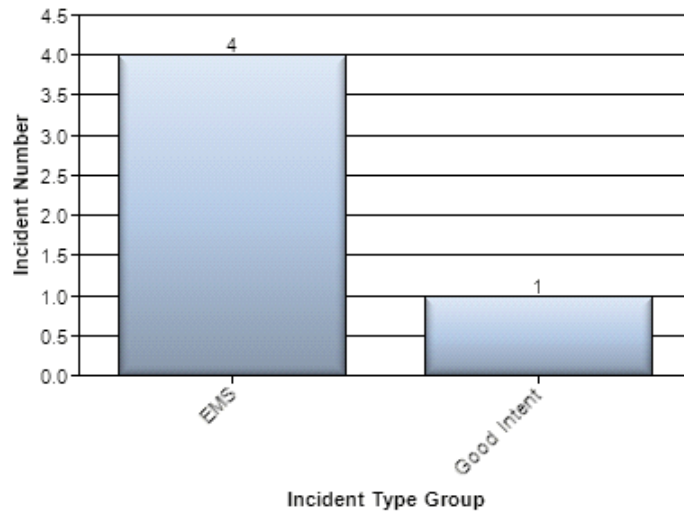
<b>Infractions - Traffic</b>	<b>4</b>	<b>Location</b>
<i>Fail to Stop at Intersection</i>	1	4000 BLK 92ND AVE NE
<i>MV Failure to Renew Registration</i>	1	3200 BLK 92ND AVE NE
<i>Electronic Device While Driving</i>	1	4000 BLK 92ND AVE NE
<i>Speed 11-15 MPH Over Limit (40 or Under)</i>	1	8900 BLK POINTS DR NE

<b>Infractions - Parking</b>	<b>0</b>	<b>Location</b>
------------------------------	----------	-----------------



Incident Date between 2022-09-01 and 2022-10-01  
City equal to Yarrow Point

Incident Type Group	Incident Count
EMS	4
Good Intent	1





# PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
10/11/22	2022 NE 36 <sup>th</sup> Stormwater Project	Stacia Schroeder

## STATUS SUMMARY

The 2020 Town of Yarrow Point Stormwater Management Plan was published last May. In short, the new study incorporated known stormwater pipe alignments and sizes into the latest modeling software to identify and prioritize future capital improvement projects (CIPs) throughout the Town.

A stormwater connection from 92nd Ave NE to NE 36th Street was identified as CIP #1. This project diverts flows along 92nd (south of NE 36th St) as well as Points Drive NE (east of the round-a-bout) to the storm system in NE 36th Street. As part of this project, several pieces of the NE 36th Street stormwater infrastructure (ie. catch basins, broken pipes, and cross bores) will be addressed.

Our current CIP identifies this project as both S-1 (\$280,000 for design and construction) and T-1 (\$160,000 for full grind and overlay). There is no power, phone, or cable conversion associated with this project.

The town received two (2) bids prior to the August 10th bid opening deadline:

- B&B Utilities and Excavating LLC \$208,275.00
- Kamins Construction, Inc. \$315,056.40

The low bidder was vetted and determined responsible by Gray & Osborn on August 16, 2022. Shortly thereafter, a special council meeting was held in which B&B Utilities and Excavating was awarded the contract. A pre-construction meeting was held on September 14, 2022. Town staff notified adjacent homeowners via the Town’s website, email, and pagoda postings of the contractor’s schedule.

The contractor mobilized to the site on 9/26/22 and he has 40 working days to obtain physical completion (November 18<sup>th</sup>). Gray & Osborn is providing inspection services and aiding the town engineer with general project management activities. We are expecting one invoice from B&B at the end of the project.

## PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Survey	100	January 2021	PACE/ Town Engineer	
Design	100	Spring/ Summer 2022	Town Engineer	
Bid	100	Summer 2022	Town Engineer	
Construction	30	Fall 2022	Town Engineer	
Overlay	0	Summer 2023		

## BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Dec. 2020 – Mar. 2021 Town Engineer	\$12,250	\$781.25		CIP S-2: Design \$25,000; Project Management
Jan. 2021 – Mar. 2021 PACE Surveying Consultant	\$12,750	\$12,750.00		Completed; Task Order No. 2
Total:	\$25,000	\$13,531.25		
<hr/>				
Fall 2022 Stormwater Stormwater Contractor B&B Utilities & Excavating	\$208,275.00	\$0.00		CIP S-1: \$280,000 Budget; B&B Contract Amount: \$208,275.00
Jan. 2022 – Sept. 2022 Town Engineer Project Management	\$20,000.00	\$3,402.50	Yes	
Apr. 2022 – Sept. 2022 Civil Engineering Consultant Gray & Osborne, Inc	\$36,800.00	\$26,364.71	Yes	
Oct. 2022 – Nov. 2022 Civil Engineering Consultant Gray & Osborne, Inc	\$35,800.00	\$0	Yes	G&O awarded construction inspection and management contract
Total:	\$300,875.00	\$29,767.21		~10% over the \$280,000 budget; expecting small reimbursement from PSE for cross bore conflict
<hr/>				
Summer 2023 – King County Roads (2-inch grind and overlay)	TBD.			CIP T-1: \$160,000 Budget
Total:	\$160,000.00			

## RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

## CONCLUSIONS/NEXT STEPS



# PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
10/11/22	2024 94 <sup>th</sup> Ave NE UGC	Stacia Schroeder

## STATUS SUMMARY

The 2024 94th Ave NE underground conversion project limits were significantly expanded by the Yarrow Point Town Council in May 2022 due to funding received from the dissolution of Water District #1. The scope of work now includes:

- 3800 – 4700 94th Ave NE (2,320 LF)
- 9200 – 9500 NE 40th Street (800 LF)
- 9200 – 9400 NE 38th Street (320LF)

Town staff has been working on several elements of this project over the past 4 months including:

- In late June, just prior to the July 4th holiday, the town notified each homeowner of upcoming vegetation removal activities within the construction corridor. Outreach efforts included mass emails, pagoda postings, letters to individual residents, and in some cases door knocking. As stated in the notices, the Town’s trimming service was on-site for five days in mid-July to cut back vegetation 14-ft above and 1-ft behind the edge of pavement.
- In late July and early August town staff identified 24 residents who currently have overhead utilities (power, phone, and/or cable) within the project corridor. We then arranged individual property owner meetings for 7/29, 8/5, or 8/12 which were attended by WE Electric – Jake Longhurst a private electrician and Comcast – Chris Combs. At these meetings we generally discussed the best construction method(s) and timing for each private underground conversion project and answered resident’s questions pertaining to the upcoming scope of work and schedule.
- In early to mid-August the Town Arborist completed a preliminary tree assessment of the project corridor. The study identified 126 trees which might be impacted by the construction: 18 completely within the town’s right-of-way, 24 shared trees (straddling the property line), and 84 trees on private property whose critical root zones extend into the right-of-way.
- In late August PSE released its 30% design effort. At that time Town staff reconnected with the City of Bellevue – Water Utility staff regarding the status of their design. A meeting is planned for the week of September 12th to resolve alignment conflicts between COB and PSE.

On-going activities include:

- a.) Coordination with Gray & Osborn to determine scope of work for civil design proposal.
- b.) Meeting w/ various residents to discuss the potential use of their private property for construction parking.
- c.) City of Bellevue and PSE power design coordination

The project schedule is still on track. We expect the City of Bellevue Water Utility to complete their design this year, bid their project in early 2023, and construct in the summer of that same year. Meanwhile we will continue working with PSE/ Lumen/ Comcast to obtain their final designs by the end of this year and Gray & Osborn to determine a scope of work for their civil design in 2023. Construction is still anticipated in 2024.

## PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Survey	100	March 2021	PACE/ Town Engineer	
PSE/ Comcast/ Lumen City of Bellevue Utilities Dept. Preliminary Design	25	Fall 2022	PSE/Comcast/ CenturyLink Town Engineer	
TYP Stormwater & Landscape Design including Bid Documents	0	2022-2023	Town Engineer	<u>NOTE:</u> The Town will use 3-Year On-Call Engineer Gray & Osborne, Inc. for this design.
Bidding	0	Fall 2023		
Construction	0	2024		

## BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Jan. 2021 – Mar. 2021 PACE Surveying Consultant Task Order No. 3	\$28,250	\$28,250		Completed
Total:	\$28,250	\$28,250		
May 2022 – June 2022 Puget Sound Energy (Sch. 74 Design Agreement)	\$10,005.02	\$0		Contract Signed 06/13/22
Total:	\$10,005.02	\$0		
Stormwater Design UGC Design (2022/ 2023)	\$110,000			CIP S-3: \$50,000 Budget CIP U-1: \$60,000 Budget
Jan. 2022 – Aug. 2022 Town Engineer Project Management		\$12,706.25		
Jan. 2022 – Aug. 2022 Civil Engineering Consultant Gray & Osborne, Inc.				
Total:	\$110,000	\$12,706.25		
Summer 2024 TBD (Stormwater & UGC)	TBD			CIP S-4: \$700,000 Budget CIP U-2: \$1,300,000 Budget
Summer 2024 Town Engineer Project Management	TBD			
Summer 2024 Civil Engineering Consultant Gray & Osborne, Inc.	TBD			
Total:	\$2,000,000			
Fall 2024 – King County Roads	\$500,000			CIP T-3: \$500,000 Budget
Total:	\$500,000	13		



## STAFF REPORT

DATE: October 11, 2022

FROM: Clerk-Treasurer Bonnie Ritter

SUBJECT: Third Quarter 2022 Financial Report

According to RCW 35.33.141, cities/towns are required to report quarterly financial information to their legislative bodies.

Following you will find the financial report/budget worksheet for the third quarter of 2022.

The interfund transfers that are spelled out in the 2022 budget have been accommodated for in the first quarter.

If you have questions, please contact me prior to the meeting so that I can get answers for you.

Thank you.

Account Number	Account Title	09/2022 Current year Actual	2022 Current year Budget	Remaining	Percentage
<b>GENERAL FUND #001</b>					
	GENERAL FUND #001 Revenue Total:	1,181,383.79	1,462,495	281,111.21	81%
	GENERAL FUND #001 Expenditure Total:	984,357.99	1,335,841	203,321.42	85%
	Net Total GENERAL FUND #001:	197,025.80	126,654	77,789.79	39%
<b>WETHERILL NAT PRES. FUND #023</b>					
	WETHERILL NAT PRES. FUND #023 Revenue Total:	22,170.85	45,200	23,029.15	49%
	WETHERILL NAT PRES. FUND #023 Expenditure Total:	27,343.59	47,500	20,156.41	58%
	Net Total WETHERILL NAT PRES. FUND #023:	5,172.74-	2,300-	2,872.74	225%
<b>STREET FUND #101</b>					
	STREET FUND #101 Revenue Total:	421,922.56	430,195	8,272.44	98%
	STREET FUND #101 Expenditure Total:	158,356.94	444,960	279,903.91	37%
	Net Total STREET FUND #101:	263,565.62	14,765-	271,631.47-	-1740%
<b>COMMUNITY DEVELOPMNT FUND #104</b>					
	COMMUNITY DEVELOPMNT FUND #104 Revenue Total:	255,065.45	279,000	23,347.05	92%
	COMMUNITY DEVELOPMNT FUND #104 Expenditure Total:	194,927.50	324,300	112,441.18	65%
	Net Total COMMUNITY DEVELOPMNT FUND #104:	60,137.95	45,300-	89,094.13-	-97%
<b>CAPITAL IMPROVEMNT I FUND #301</b>					
	CAPITAL IMPROVEMNT I FUND #301 Revenue Total:	409,305.92	250,500	158,805.92-	163%
	CAPITAL IMPROVEMNT I FUND #301 Expenditure Total:	280,000.00	280,000	.00	100%

Account Number	Account Title	09/2022 Current year Actual	2022 Current year Budget	Remaining	Percentage
	Net Total CAPITAL IMPROVEMNT I FUND #301:	129,305.92	29,500-	158,805.92-	-438%
<b>CURRENT YEAR CAPITAL FUND #311</b>					
	CURRENT YEAR CAPITAL FUND #311 Revenue Total:	2,012,892.85	.00	2,012,892.85-	.00
	CURRENT YEAR CAPITAL FUND #311 Expenditure Total:	38,357.77	50,000	10,453.15	79%
	Net Total CURRENT YEAR CAPITAL FUND #311:	1,974,535.08	50,000-	2,023,346.00-	-3947%
<b>STORMWATER FUND #401</b>					
	STORMWATER FUND #401 Revenue Total:	209,885.68	224,509	14,623.32	93%
	STORMWATER FUND #401 Expenditure Total:	88,305.90	392,610	287,970.76	27%
	Net Total STORMWATER FUND #401:	121,579.78	168,101-	273,347.44-	-63%
<b>AGENCY REMITTANCE FUND #631</b>					
	AGENCY REMITTANCE FUND #631 Revenue Total:	1,834.93	3,010	1,175.07	61%
	AGENCY REMITTANCE FUND #631 Expenditure Total:	.00	3,000	3,000.00	.00
	Net Total AGENCY REMITTANCE FUND #631:	1,834.93	10	1,824.93-	18349%
<b>WETHERILL ENDOWMENT FUND #701</b>					
	WETHERILL ENDOWMENT FUND #701 Revenue Total:	199.62	50	149.62-	399%
	WETHERILL ENDOWMENT FUND #701 Expenditure Total:	770.54	50	720.54-	1541%
	Net Total WETHERILL ENDOWMENT FUND #701:	570.92-	.00	570.92	.00
	Net Grand Totals:	2,742,241.42	183,302-	2,736,816.44-	-1393%



**TOWN OF YARROW POINT  
PARK BOARD REGULAR MEETING MINUTES  
September 27, 2022  
7:00 p.m.**

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 7:05 p.m.

**IN ATTENDANCE:**

**Chairperson:** John McGlenn

**Members:** Doug Waddell  
Dicker Cahill  
Carolyn Whittlesey – Excused absence  
Krista Fleming  
Robert Afzal  
Kathy Smith

**Guests:** Carl Scandella – Councilmember  
Mary Elmore – Resident

**APPEARANCES**

Councilmember Carl Scandella requests a visual scope of the Sally’s Alley Master Plan for the Council to review. He also discussed the Peter Swindley Committee’s progress of creating a form of recognition to honor Peter Swindley. Park Board members discussed and provided input and feedback.

The Park Board discussed the need for a policy to recognize significant individuals in Yarrow Point.

Resident Mary Elmore resident suggests inviting public input on the Sally’s Alley Master Plan.

**STAFF REPORTS:**

**REGULAR BUSINESS:**

**PB AB 22-11 Discuss Sally’s Alley Master Plan Design**

Park Board Member Afzal arrived at 7:27 PM

The park board discussed the following relating to Sally’s Alley improvements:

- Pathway material that should not get muddy and be ADA accessible.
- Entrances.

- Landscaping.
- Keeping a natural setting and making the entrances appear more visually defined.
- Splitting the project into two phases.
- Budget.
- Communicating with the landscape architect the Park Board's comments to simply it.
- Create a visual option of the Sally's Alley Master Plan for the Council and Public to review.

**MOTION:**

Motion by Member Cahill seconded by Member Waddell to create phase 1 and phase 2 of the Sally's Alley Master Plan with Phase 1 starting on 94<sup>th</sup> Ave NE going eastward approximate 218' feet to the property corner of 3802 94<sup>th</sup> Ave NE.

VOTE: 6 For. 0 Against. Motion carried.

**OTHER REPORTS:**

**ADJOURNMENT:**

MOTION: Motion Member Cahill seconded by Member Waddell to adjourn the meeting at 8:07: p.m.

VOTE: 6 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

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

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

**TOWN OF YARROW POINT  
COUNCIL REGULAR MEETING MINUTES  
September 13, 2022  
4:00 p.m.**

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

**CALL TO ORDER:**

Mayor Katy Kinney Harris called the meeting to order at 4:10 p.m.

**PRESENT:**

**Mayor:** Mayor Katy Kinney Harris

**Councilmembers:** Stephan Lagerholm - Excused absence  
Carl Scandella  
Chuck Porter  
Andy Valaas  
Kathy Smith

**Staff:** Bonnie Ritter – Clerk Treasurer  
Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Engineer  
Scott Missall – Attorney

**Guests:** John McGlenn – Park Board Chairman  
Carolyn Whittlesey – Park Board Member  
Robert Afzal – Park Board Member  
Krista Fleming – Park Board Member  
Mary Elmore – Resident

**1. APPROVAL OF AGENDA.**

**MOTION:**

Motion by Councilmember Lagerholm, seconded by Councilmember Valaas to approve the agenda as presented.

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

**2. STAFF REPORTS:**

**A. Police Report**

Lt. Dawn Hanson reviewed the police report for August 2022.

**B. Engineer Report**

- NE 36<sup>th</sup> St

A stormwater connection from 92nd Ave NE to NE 36th Street was identified as CIP #1. This project diverts flows along 92<sup>nd</sup> (south of NE 36th St) as well as Points Drive NE (east of the round-a-bout) to the storm system in NE 36th Street. As part of this project, several

pieces of the NE 36th Street stormwater infrastructure (i.e., catch basins, broken pipes, and cross bores) will be addressed.

Our current CIP identifies this project as both S-1 (\$280,000 for design and construction) and T-1 (\$160,000 for full grind and overlay). There is no power, phone, or cable conversion associated with this project.

The town received two (2) bids prior to the August 10th bid opening deadline:

- B&B Utilities and Excavating LLC - \$208,275.00
- Kamins Construction, Inc. - \$315,056.40

The low bidder was vetted and determined responsible by Gray & Osborne on August 16, 2022. A special Council meeting was held on August 31, 2022 where B&B Utilities and Excavating was awarded the contract. Town staff is currently waiting for B&B to return the signed agreement and applicable bonds. A pre-construction meeting is tentatively scheduled for September 14, 2022. Town staff will notify adjacent homeowners via regular mail, email, and pagoda posting once the exact construction schedule is known. We will also be sharing the schedule with the Town Council and posting it on the town's website.

Once the contractor is given the official Notice to Proceed, he will have 40 working days to obtain physical completion. Gray & Osborne will provide inspection services and aid the town engineer in general project management activities

- 94th Ave NE

The 2024 94th Ave NE underground conversion project limits were significantly expanded by the Yarrow Point Town Council in May 2022 due to funding received from the dissolution of Water District #1. The scope of work now includes:

- 3800 – 4700 94th Ave NE (2,320 LF)
- 9200 – 9500 NE 40th Street (800 LF)
- 9200 – 9400 NE 38th Street (320LF)

Town staff has been working on several elements of this project over the past 3 months including:

- In late June, just prior to the July 4th holiday, the town notified each homeowner of upcoming vegetation removal activities within the construction corridor. Outreach efforts included mass emails, pagoda postings, letters to individual residents, and in some cases door knocking. As stated in the notices, the Town's trimming service was on site for five days in mid-July to cut back vegetation 14-ft above and 1-ft behind the edge of pavement.

- In late July and early August town staff identified 24 residents who currently have overhead utilities (power, phone, and/or cable) within the project corridor. We then arranged individual property owner meetings that were attended by WE Electric – Jake Longhurst a private electrician and Comcast – Chris Combs. At these meetings we generally discussed the best construction method(s) and timing for each private underground conversion project and answered residents' questions pertaining to the upcoming scope of work and schedule.

· In early to mid-August the Town Arborist completed a preliminary tree assessment of the project corridor. The study identified 126 trees which might be impacted by the construction; 18 completely within the town's right-of way, 24 shared trees (straddling the property line), and 84 trees on private property whose critical root zones extend into the right-of-way.

· In late August PSE released its 30% design effort. At that time Town staff reconnected with the City of Bellevue Water Utility staff regarding the status of their design. A meeting is planned for the week of September 12th to resolve alignment conflicts between COB and PSE.

Other activities accomplished in the last three (3) months include:

- a.) Site visit with Gray & Osborne and a request for proposal.
- b.) Meeting with various residents to discuss the potential use of their private property for construction parking.

The project schedule is still on track. We expect the City of Bellevue Water Utility to complete their design this year, bid their project in early 2023, and construct in the summer of that same year. Meanwhile we will continue working with PSE.

Lumen/Comcast is to obtain a final design by the end of this year, allow Gray & Osborne to prepare the civil design in 2023, and construct in 2024.

**EXECUTIVE SESSION:**

Executive Session with Town Attorney (Pursuant to RCW 42.30.110.(1)(i), the Council will recess into executive session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Mayor Harris called the executive session to order at 4:25 p.m. announcing the reopening of regular meeting to be at 4:55 p.m.

Mayor Harris closed the executive session at 4:58 p.m.

Mayor Harris reopened the regular meeting at 4:58 p.m. announcing that the executive session will continue until 5:20 p.m.

Mayor Harris closed the executive session at 5:34 p.m.

Mayor Harris reopened the regular meeting at 5:34 p.m.

The Council took a 5-minute recess at 5:42 p.m.

Council reconvened at 5:49 p.m.

**APPEARANCES:**

Resident Mary Elmore discussed several trees and plantings that were cut and trimmed in a non-professional way due to preparations for the upcoming 94<sup>th</sup> Ave NE underground conversion project. She is displeased about the results and does not want this to happen to others.

Mayor and Council apologized. The Town will no longer use that tree service provider.

**3. MINUTES**

- A. Minutes of July 12, 2022 regular meeting
- B. Minutes of August 31, 2022 special Council meeting

**MOTION:** Motion by Councilmember Valaas, seconded by Councilmember Smith to approve the July 12, 2022 regular meeting minutes as amended.

**VOTE:** 4 For, 0 Against. 1 Abstained. Motion carried.

Councilmember Lagerholm abstained as he was not present at the July 12, 2022 regular meeting.

**MOTION:** Motion by Councilmember Valaas, seconded by Councilmember Smith to approve the August 31, 2022 special meeting minutes as presented.

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

**4. CONSENT CALENDAR:**

**MOTION:** Motion by Councilmember Porter seconded by Councilmember Valaas to approve the Consent Agenda as presented.

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

**REGULAR BUSINESS**

**5. AB 22-50: Discussion on 2023 Preliminary Budget**

Council briefly discussed the 2023 preliminary budget.

The schedule for adoption of the 2023 budget is: October 11 - Public hearing on levy increase followed by ordinance adopting the levy for 2023; October 11 - Public hearing on preliminary budget; and November 8 - Public hearing on final budget followed by ordinance adopting the 2023 Final Budget

No action was required or taken.

**6. AB 22-51: Accepting credit card payments/Resolution No. 364**

Local governments use a wide variety of banking services for the deposit, disbursement, and safekeeping of public monies. The Town Council acknowledges that changes in technology, cash management practices, and banking industry structure necessitates periodic evaluation of treasury functions in order to serve our customers in the most efficient way possible. Accepting credit/debit cards for such payments as development and building permit fees is consistent with the practices of many government agencies. Accepting credit/debit cards would provide an additional payment

option for donors making contributions to Wetherill Nature Preserve. Banner Bank is currently the holder of the Town's banking services contract, thus able to best understand the Town's daily treasury needs and provide service improvement solutions.

Council discussed modifying the Resolution language to include the acceptance of "direct debits" to Resolution No. 364.

MOTION: Motion by Councilmember Scandella, seconded by Councilmember Porter to approve Resolution No. 364 as amended: A RESOLUTION OF THE TOWN OF YARROW POINT, WASHINGTON, AUTHORIZING THE CLERK-TREASURER TO DEVELOP AND ADMINISTER INTERNAL PROCEDURES COVERING THE ACCEPTANCE OF CREDIT, DEBIT AND DIRECT DEBIT PAYMENT SOLUTIONS PURSUANT TO RCW 39.58.750 AND TO ENTER INTO A MERCHANT BANKCARD SERVICES AGREEMENT WITH BANNER BANK.

VOTE: 5 For, 0 Against. Motion carried.

**7. AB 22-52: Proclaiming September 2022 as National Recovery Month/Resolution No. 365**

To help more people achieve and sustain recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), King County, and the Town Council of Yarrow Point invite all residents of Yarrow Point to participate in recognizing National Recovery Month.

MOTION: Motion by Councilmember Lagerholm, seconded by Councilmember Valaas to adopt RESOLUTION NO. 365: A RESOLUTION OF THE TOWN OF YARROW POINT PROCLAIMING THE MONTH OF SEPTEMBER 2022 AS NATIONAL RECOVERY MONTH.

VOTE: 5 For, 0 Against. Motion carried.

**8. AB 22-53: Authorize Mayor to sign ILA for Marine Services provided by Mercer Island**

Mayor discussed research she did with neighboring jurisdictions who use Mercer Island marine services and found they have satisfactory results.

MOTION: Motion by Councilmember Scandella, seconded by Councilmember Lagerholm to authorize Mayor Harris to execute a contract with Mercer Island to provide Marine Patrol Services, effective January 1, 2023.

VOTE: 5 For, 0 Against. Motion carried.

**9. MAYOR AND COUNCIL REPORTS:**

**Councilmember Lagerholm**

- Councilmember Lagerholm reported on a successful movie night. Mayor Harris thanked the committee who helped coordinate the event.

**10. ADJOURNMENT:**

MOTION: Motion by Councilmember Valaas, seconded by Councilmember Scandella to adjourn the meeting at 6:37 p.m.

VOTE: 5 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

---

Katy Kinney Harris, Mayor

---

Bonnie Ritter, Clerk-Treasurer



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

Consent Calendar  
October 11, 2022

---

Consent Calendar	<b>Proposed Council Action:</b> Approve Consent Calendar
------------------	---

Presented by: Clerk-Treasurer

Exhibits: Payment Approval and Payroll Reports  
Laserfiche Summary and CDI Quote

**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.

Consent Calendar Items for Consideration:

1. Payment Approval and Payroll Reports totaling \$223,884.37.
2. Request for approval of purchase of Laserfiche Document Management System in the amount of \$13,597.35, to be reimbursed by WA State Archives grant.

**Recommended Action:**

Motion to approve the Consent Calendar as presented.

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
<b>Banner Bank</b>					
700	Banner Bank	AWS, Microsoft, etc.	09/18/2022	486.08	
700	Banner Bank	Town cell phones	09/18/2022	125.46	
700	Banner Bank	Constant Contact	09/18/2022	77.07	
700	Banner Bank	Office supplies	09/18/2022	121.38	
700	Banner Bank	Movie Night-2,471/AW B'day-130.90	09/18/2022	2,601.84	
700	Banner Bank	Clerk-Finance & Records training	09/18/2022	215.00	
700	Banner Bank	Mitt Mutts-257.50 + misc.	09/18/2022	315.05	
700	Banner Bank	Notary Bonds for AW & BR	09/18/2022	80.00	
700	Banner Bank	ProShred - document shredding event	09/18/2022	531.00	31,187.02
Total Banner Bank:				4,552.88	
<b>Belur, Avinash</b>					
467	Belur, Avinash	Ice Cream for Movie Night	09/09/2022	18.00	18.00
Total Belur, Avinash:				18.00	
<b>City of Bellevue</b>					
233	City of Bellevue	ARCH Trust Fund payment per budget	09/06/2022	7,553.00	129,471.50
Total City of Bellevue:				7,553.00	
<b>CITY OF CLYDE HILL</b>					
10	CITY OF CLYDE HILL	Police Contract - 4th Quarter 2022	09/16/2022	110,537.25	
10	CITY OF CLYDE HILL	Criminal Justice - 3rd Qtr 2022	09/16/2022	2,250.53	452,608.42
Total CITY OF CLYDE HILL:				112,787.78	
<b>Comcast</b>					
301	Comcast	Internet and fax line	09/14/2022	249.31	2,894.76
Total Comcast:				249.31	
<b>Comcast Business- VoiceEdge</b>					
1374	Comcast Business- VoiceE	Town Phone Service	09/15/2022	246.70	2,759.54
Total Comcast Business- VoiceEdge:				246.70	
<b>CRYSTAL AND SIERRA SPRINGS</b>					
1046	CRYSTAL AND SIERRA S	Town Water Cooler	09/24/2022	68.16	649.57
Total CRYSTAL AND SIERRA SPRINGS:				68.16	
<b>Davey Tree Expert Company</b>					
9051	Davey Tree Expert Compa	Repair improper pruning - 4467 94th Ave	09/15/2022	1,189.08	18,122.46
Total Davey Tree Expert Company:				1,189.08	
<b>ELECTRONIC BUSINESS MACHINES, INC.</b>					
303	ELECTRONIC BUSINESS	Copier Contract	09/15/2022	209.60	1,039.16
Total ELECTRONIC BUSINESS MACHINES, INC.:				209.60	
<b>Gray &amp; Osborne, Inc.</b>					
9043	Gray & Osborne, Inc.	36th Street Stormwater Improvements	09/12/2022	3,415.39	38,335.37

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total Gray & Osborne, Inc.:				3,415.39	
<b>Guilford Investments LLC</b>					
466	Guilford Investments LLC	Reimburse for cancelled site development permit	09/14/2022	365.00	365.00
Total Guilford Investments LLC:				365.00	
<b>Harris, Katy K</b>					
459	Harris, Katy K	Personal phone for October	10/04/2022	112.51	2,580.80
Total Harris, Katy K:				112.51	
<b>ISLAND SECURITY SYSTEMS</b>					
21	ISLAND SECURITY SYST	Security Monitoring	09/19/2022	159.50	478.50
Total ISLAND SECURITY SYSTEMS:				159.50	
<b>ISOOutsource</b>					
1301	ISOOutsource	Support for August	08/09/2022	55.05	
1301	ISOOutsource	Billing for September	09/05/2022	110.10	
1301	ISOOutsource	Wifi issues	09/30/2022	67.20	6,426.85
Total ISOOutsource:				232.35	
<b>King County Finance</b>					
454	King County Finance	2nd Qtr. 2% liquor profits & excise tax	09/13/2022	80.04	249.28
Total King County Finance:				80.04	
<b>KIRKLAND MUNICIPAL COURT</b>					
111	KIRKLAND MUNICIPAL C	Court Costs	09/15/2022	321.12	2,021.04
Total KIRKLAND MUNICIPAL COURT:				321.12	
<b>Martinez, Edgar and Holli</b>					
1464	Martinez, Edgar and Holli	Street Deposit Refund	09/19/2022	3,750.00	3,750.00
Total Martinez, Edgar and Holli:				3,750.00	
<b>MONA H. GREEN</b>					
219	MONA H. GREEN	Consulting with new Planner	09/30/2022	1,360.00	23,454.57
Total MONA H. GREEN:				1,360.00	
<b>MUNICIPAL PERMIT SERVICE, LLC</b>					
350	MUNICIPAL PERMIT SER	Code Enforcement	09/30/2022	477.64	
350	MUNICIPAL PERMIT SER	Building Permit inspections	09/30/2022	2,690.87	
350	MUNICIPAL PERMIT SER	Mechanical/Plumbing Permit inspections	09/30/2022	731.87	
350	MUNICIPAL PERMIT SER	Roofing permit inspection	09/30/2022	31.25	
350	MUNICIPAL PERMIT SER	Fence permit inspections	09/30/2022	127.34	
350	MUNICIPAL PERMIT SER	Plan review	09/30/2022	187.50	50,467.88
Total MUNICIPAL PERMIT SERVICE, LLC:				4,246.47	
<b>Northern Waters</b>					
304	Northern Waters	Troubleshoot fountain lighting	09/21/2022	112.41	1,500.50

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total Northern Waters:				112.41	
<b>NORTHWEST CIVIL SOLUTIONS</b>					
450	NORTHWEST CIVIL SOLU	NE 3th St - CIP#1	09/30/2022	1,248.75	
450	NORTHWEST CIVIL SOLU	42nd-91st Stormwater Upsizing and UGC Project	09/30/2022	202.50	
450	NORTHWEST CIVIL SOLU	94th Ave UGC & Storm Improvements	09/30/2022	877.50	
450	NORTHWEST CIVIL SOLU	Pre-applications	09/30/2022	303.75	
450	NORTHWEST CIVIL SOLU	Review site developments	09/30/2022	1,383.75	
450	NORTHWEST CIVIL SOLU	ROW permit reviews	09/30/2022	202.50	
450	NORTHWEST CIVIL SOLU	General Administration - Planner duties	09/30/2022	101.25	
450	NORTHWEST CIVIL SOLU	General Administration - 33rd St. Sewer Break	09/30/2022	1,316.25	
450	NORTHWEST CIVIL SOLU	General Administration - Sally's Alley	09/30/2022	101.25	
450	NORTHWEST CIVIL SOLU	Geneneral Administration	09/30/2022	843.75	64,794.33
Total NORTHWEST CIVIL SOLUTIONS:				6,581.25	
<b>Ogden Murphy Wallace</b>					
1390	Ogden Murphy Wallace	Clerk	09/12/2022	627.50	
1390	Ogden Murphy Wallace	Contracts	09/12/2022	427.50	
1390	Ogden Murphy Wallace	Council	09/12/2022	32.50	
1390	Ogden Murphy Wallace	Land Use	09/12/2022	6,672.50	
1390	Ogden Murphy Wallace	Mayor/Executive	09/12/2022	3,346.12	
1390	Ogden Murphy Wallace	Sally's Alley ROW	09/12/2022	2,506.68	
1390	Ogden Murphy Wallace	Short Plat 64 (sewer)	09/12/2022	5,460.00	135,186.96
Total Ogden Murphy Wallace:				19,072.80	
<b>ProPipe</b>					
468	ProPipe	2022 Stormwater Annual Clean & Camera Project	08/30/2022	10,885.45	10,885.45
Total ProPipe:				10,885.45	
<b>PUGET SOUND ENERGY</b>					
604	PUGET SOUND ENERGY	Town Hall Service	09/26/2022	163.46	
604	PUGET SOUND ENERGY	Street Lights	09/26/2022	750.43	121,079.90
Total PUGET SOUND ENERGY:				913.89	
<b>PUGET SOUND REGNL COUNCIL</b>					
152	PUGET SOUND REGNL C	FY23 Membership Dues	09/21/2022	719.00	719.00
Total PUGET SOUND REGNL COUNCIL:				719.00	
<b>SBN Planning LLC</b>					
154	SBN Planning LLC	Building Permits	10/04/2022	77.50	
154	SBN Planning LLC	Code Enforcement	10/04/2022	193.75	
154	SBN Planning LLC	Shoreline Sub Development	10/04/2022	813.75	
154	SBN Planning LLC	Shoreline Exemption	10/04/2022	658.75	
154	SBN Planning LLC	Pre-application review	10/04/2022	465.00	
154	SBN Planning LLC	Comprehensive Plan Update	10/04/2022	2,867.50	
154	SBN Planning LLC	General Administration	10/04/2022	1,631.10	11,670.95
Total SBN Planning LLC:				6,707.35	
<b>SEA-TAC SWEEPING SERVICE</b>					
46	SEA-TAC SWEEPING SE	Street Cleaning	09/19/2022	410.00	
46	SEA-TAC SWEEPING SE	Street Cleaning	09/19/2022	410.00	7,450.00

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total SEA-TAC SWEEPING SERVICE:				820.00	
<b>State Department of Transportation</b>					
280	State Department of Trans	Gas for town truck	09/30/2022	112.51	810.09
Total State Department of Transportation:				112.51	
<b>Stewart MacNichols Harmell, Inc., P.S.</b>					
1384	Stewart MacNichols Harmell	Public Defender Services - Sept & Oct.	10/01/2022	500.00	2,500.00
Total Stewart MacNichols Harmell, Inc., P.S.:				500.00	
<b>THE SEATTLE TIMES</b>					
192	THE SEATTLE TIMES	Levy & Prelim Budget Hearing Notices	09/30/2022	71.91	1,955.46
Total THE SEATTLE TIMES:				71.91	
<b>Town of Yarrow Point</b>					
904	Town of Yarrow Point	ROW Permit for NE 36th St Stormwater Project	09/15/2022	542.50	1,085.00
Total Town of Yarrow Point:				542.50	
<b>Zebra Printing</b>					
464	Zebra Printing	Printing of 100 "Point In Time" books	08/31/2022	1,358.52	1,513.47
Total Zebra Printing:				1,358.52	
Grand Totals:				189,314.48	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
--------	-------------	-------------	--------------	-------------	--------------

Certification of the Consent Calendar as presented including the Payment Approval Report dated 10/05/2022 approving payments as shown totaling \$189,314.48, plus payroll, tax, and benefit expenses of \$34,569.89; as shown on the attached payroll & tax and benefits report for a grand total of \$223,884.37.

I, the undersigned, do hereby certify that the items herein listed are proper obligations of the Town in accordance with the Town budget and directives of the Council and Mayor.

Clerk/Treasurer: Bonnie Ritter \_\_\_\_\_

Dated: October 11, 2022

Mayor Katy K Harris: \_\_\_\_\_

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

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

Councilmember Charles H Porter: \_\_\_\_\_

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

Councilmember Kathy Smith: \_\_\_\_\_

Report Criteria:

Includes all check types  
 Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
09/30/2022	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fami	999-1010110	118.45-
09/30/2022	PC	09/23/2022	920221	Lovas, Istvan	9002		001-514-20-1	5,734.72-
09/30/2022	PC	09/23/2022	920222	Wilcox, Austen	9037		999-1010110	4,677.16-
09/30/2022	PC	09/23/2022	920223	Ritter, Bonnie	9041		104-518-10-1	6,545.84-
09/30/2022	PC	09/23/2022	920224	Harris, Kathryn K	9047		001-513-10-1	1,568.72-
09/30/2022	CDPT	09/20/2022	920225	Association of Washington Cities	9	Health and Dental Insurance Visio	999-1010110	3,609.60-
09/30/2022	CDPT	09/20/2022	920226	DEPT OF RETIREMENT SYSTEM	1	State Retirement PERS II Pay Per	999-1010110	4,006.92-
09/30/2022	CDPT	09/20/2022	920227	Federal Tax	2	941 Taxes Federal Withholding Tax	999-1010110	8,031.12-
09/30/2022	CDPT	09/20/2022	8232023	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I	999-1010110	223.49-
09/30/2022	CDPT	09/20/2022	8232023	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security Pay	999-1010110	53.87-
Grand Totals:								34,569.89-
			<u>10</u>					

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

Consent Agenda Item  
October 11, 2022

<b>Purchase of Laserfiche System</b>	<b>Proposed Council Action:</b> For approval
--------------------------------------	---

<b>Presented by:</b>	Clerk-Treasurer Bonnie Ritter
<b>Exhibits:</b>	Cities Digital quote for Laserfiche system

**Summary:**

Under the Public Records Act (PRA), it is the Town’s responsibility to maintain public records in an organized, retrievable manner, providing members of the public with broad access to public records, with very narrow statutory exemptions. Thus, it is the Town’s responsibility to have our public records in a searchable and retrievable format through document management. This is also essential for fulfilling public records requests in a timely and efficient manner according to RCW.

Our permanent records such as minutes, agenda packets, ordinances, resolutions, etc. are currently not easily searchable, and the older ones are only in paper form. The condition of the Town’s records and how they’re stored is something that I’ve wanted to improve since I came to Yarrow Point. I implemented the Laserfiche system in two of the cities that I worked for in Minnesota and am very comfortable that this will meet our needs for document imaging, management, and retrieval.

I received quotes from two vendors, and I recommend purchasing the Laserfiche System from Cities Digital for \$13,597.35 with free Epson DS-530 II desktop scanner, per the quote attached. The other quote received was from FreeDoc for \$15,138.75 (including desktop scanner for \$1,250.00).

I applied for, and Yarrow Point received a Technology Grant from WA State Archives in the amount of \$14,189.35. Out of the 101 applications requesting \$2,244,705, they awarded 47 grants totaling \$1,012,660, and Yarrow Point was one of them.

Please note that there is an annual fee for the Laserfiche Cloud Municipality Site License in the amount of \$3,413.10 (\$3,100 plus tax). The first year’s annual fee is included in the quote, and in the grant award. Thereafter, the annual fee will have to be included in our yearly budget.





Andrew Albers  
CDI  
192 Nickerson St. Suite 201  
Seattle, WA 98109

Prepared for: Town of Yarrow Point  
Quote #: 279308v.1  
Quote Date: 9/21/2022

### Annual Breakdown

	Year 1	Year 2	Year 3	Year 4
Total Software	\$ .00	-	-	-
Total Maintenance	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00
Total Services	\$9,250.00	\$ .00	\$ .00	\$ .00
<b>*TOTAL</b>	\$12,350.00	\$3,100.00	\$3,100.00	\$3,100.00
*Tax not included				

### Software & Annual Maintenance

Product	Software Quantity	Soft. Unit Cost	Maint. Unit Cost	Total
Laserfiche Cloud Municipality Site License (CLXGOV10)	1.00	\$ .00	\$3,100.00	\$3,100.00
				Software: \$ .00
				Maintenance: \$3,100.00
				Tax: \$313.10
				<b>Total: \$3,413.10</b>

### Services

Service	Service Quantity	Service Unit Cost	Total
Gold Support Package (50 hours) (CD6000) <i>Laserfiche Cloud setup, configuration, consulting, and training. Records Management training is included.</i>	1.00	\$9,250.00	\$9,250.00
			Service: \$9,250.00
			Tax: \$934.25
			<b>Total: \$10,184.25</b>

This purchase qualifies for a Laserfiche and Epson scanner promotion. The Town will receive a **free** Epson DS-530 II scanner. Order must be processed before December 31, 2022.

with tax:

Maintenance = 3,413.10  
 Services = 10,184.25  
 -----  
**\$13,597.35**



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

Agenda Bill 22-54  
October 11, 2022

<b>2023 Property Tax Levy</b>	<b>Proposed Council Action:</b> Hold Public Hearing Adopt Ordinance No. 720
-------------------------------	---

<b>Presented by:</b>	Mayor Harris
<b>Exhibits:</b>	Ordinance No. 720

**Summary:**

Property Tax Levy

The setting of the property tax levy is routine:

- The levy is limited to an increase of 1% on existing properties' Property Tax revenue the Town receives PLUS an amount related to new construction.
- Property tax levies are set by ordinance and filed with the County.
- If the estimated levy request is higher than the finally determined allowable rate the assessor will reduce the levy to the appropriate rate.

**Recommended Action:**

1. Hold Public Hearing on revenue sources for the budget year 2023, including possible increases in the Yarrow Point tax levy.
2. Adopt **ORDINANCE NO. 720: AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON INCREASING THE TOWN OF YARROW POINT'S PROPERTY TAX REGULAR LEVY FROM THE PREVIOUS YEAR, COMMENCING JANUARY 1, 2023 ON ALL PROPERTY; AND ESTABLISHING AN EFFECTIVE DATE.**

**From:** [Jeff Levere](#)  
**To:** [Yarrow Point Deputy Clerk](#)  
**Subject:** Property Tax Increase  
**Date:** Wednesday, October 5, 2022 6:07:33 AM

---

Dear Town Council,

We are writing in support of the very modest increase you are considering for Yarrow Point property taxes. We appreciate the job that the council and the staff are doing for our town and want them to be able to keep doing it.

Sincerely,

Jeff and Suzy Levere

Sent from [Mail](#) for Windows

**TOWN OF YARROW POINT  
ORDINANCE NO. 720**

**AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON  
INCREASING THE TOWN OF YARROW POINT’S PROPERTY TAX REGULAR  
LEVY FROM THE PREVIOUS YEAR, COMMENCING JANUARY 1, 2023 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 October 11, 2022, to consider the Town’s proposed 2023 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 2023 levy in the amount of **\$662,611** which is a 1% increase (\$6,479) from the previous year (\$647,890 x 1.01 limit factor = \$654,369), plus the existing levy on new construction in the amount of \$8,242.

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 2023 as revenue from property carried on the tax rolls:

Levy basis for calculation (2022 Limit Factor)	\$ 647,890
X Limit factor of 1.0100 (+\$6,479)	\$ 654,369
+ New construction levy	\$ 8,242
EXCESS (voter approved) LEVY	\$ <u>0</u>
<b>TOTAL LEVY</b>	<b>\$ <u>662,611</u></b>

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 11<sup>th</sup> day of October, 2022.

APPROVED

---

Mayor Katy Kinney Harris

---

ATTEST: Bonnie Ritter, Clerk-Treasurer

APPROVED AS TO FORM

---

Scott M. Missall, Town Attorney

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

Agenda Bill 22-55  
October 11, 2022

---

<b>Provide a State of The Wetherill Nature Preserve</b>	<b>Proposed Council Action:</b> For discussion
---	---

<b>Presented by:</b>	Wetherill Nature Preserve Chairman Bruce Jones
<b>Exhibits:</b>	Presentation topics to Town Council Proposed budget

**Summary:**

Chairman Bruce Jones will provide a State of The Wetherill Nature Preserve along with Observations for the future

**Recommended Action:**

For discussion.

<b>WETHERILL NATURE PRESERVE OPERATING FUND 023</b>							
<b>Budget Year 2023 - Proposed Budget</b>							
	<b>2023 Budget</b>		<b>2022 Anticipated</b>		<b>2022 Budget</b>		<b>Notes</b>
Beginning Fund Balance (1/1/23)		52,196.94		67,996.94		67,996.94	
Revenue:							
Point in Time Books		0.00		0.00		0.00	
Investment Interest		900.00		600.00		100.00	State interest improving
Public Donations		20,000.00		15,000.00		10,000.00	
Private Donations		12,500.00		15,000.00		10,000.00	
Private Donations - Projects		0.00		0.00		25,000.00	Special project private donations could be solicited
<b>Total Revenue</b>		<b>33,400.00</b>		<b>30,600.00</b>		<b>45,100.00</b>	
Expenses:							
YP Public Works Department		500.00		0.00		500.00	YP PW Istvan hours @ \$50
Supplies		2,000.00		1,000.00		2,000.00	Bark, mulch, tools, etc.
Miscellaneous		30,000.00		22,500.00		20,000.00	Miscellaneous:
Miscellaneous - Projects		10,000.00		24,000.00		25,000.00	Earthcorps
<b>Total Expenses</b>		<b>42,500.00</b>		<b>47,500.00</b>		<b>47,500.00</b>	Misael Landscaping Davey Tree/Arborist Newsletter
Operating Transfers: In							
From Endowment Fund (Interest)		900.00	900.00	1,100.00	1,100.00	100.00	100.00
Ending Fund Balance		43,996.94		52,196.94		65,696.94	

<b>WETHERILL NATURE PRESERVE ENDOWMENT FUND 701</b>							
<b>Budget Year 2023 - Proposed Budget</b>							
	<b>2023 Budget</b>		<b>2022 Anticipated</b>		<b>2022 Budget</b>		<b>Notes</b>
Beginning Fund Balance (1/1/23)		50,386.26		50,686.26		50,686.26	
Revenue:							
Investment Interest	900.00		800.00		50.00		
Public Donations	0.00		0.00		0.00		
Private Donations	0.00		0.00		0.00		
Total Revenue		900.00		800.00		50.00	
Expenses:							
Miscellaneous	0.00		0.00		0.00		No expenses anticipated
Total Expenses		0.00		0.00		0.00	
Operating Transfers: Out							
To Operating Fund (Interest)	900.00	900.00	1,100.00	1,100.00	50.00	50.00	In 2022 some prior year interest transferred
Ending Fund Balance		50,386.26		50,386.26		50,686.26	



## **WETHERILL NATURE PRESERVE (WNP) – PRESENTATION TO YARROW POINT TOWN COUNCIL**

**Last met with Town Council in 2018** and provided documents and an extensive update.

**Those documents are available in Town Hall:** WNP Management Plan pages 1-17, Deed/Baseline Standards, Interlocal Agreement between Hunts Point & Yarrow Point, Hunts Point and Yarrow Point Ordinances, Yarrow Point Municipal Code, Commission Roster.

Oversight of the Preserve is by a **7 member WNP Commission**, three members from each town and a seventh non-town member. The Council has 4 scheduled meetings a year.

### **Evolution over the last 10 years**

10 years ago the **Highway 520 Project** closed the main entrance which required expansion into the East portion of the Preserve. New East trails and entrances off the PLT and 33<sup>rd</sup> St. added.

With this expansion **started blackberry control**, created 3 new meadows – 2 East, 1 wetland.

In 2016 **created a relationship with Earthcorps** to control tree ivy which was killing WNP trees. Created a new forest trail to allow crews access into the major tree portion of the Preserve. Continued control of ivy and other invasives along with other projects using Earthcorps over the past 6 years. With the Commission, Earthcorps created the management plan and an electronic mapping tool.

With the new meadows **WNP started formal volunteer maintenance** beyond just clean-up days. This involved Commissioners David Bergey and Bruce Jones with some volunteer and intern help. This work included whacking blackberry sprouts/grass, trimming trails, clearing fence lines, and maintaining and irrigating new trees.

**Recently an increase in tree falls.** Many tree ivy damaged trees. A major tree fall in January 2021 storm. Large poplar tree fall earlier this year. Periodic arborist survey of Preserve – for trail and neighbor safety. Trees falls impacting trails and fence line are dealt with. We need to replace canopy by planting and nurturing new trees.

**Primary volunteer maintenance moving to contractor.** Two major cycles each year. Contractor performed second cycle this year and will do both cycles starting next year. Remaining maintenance and new tree watering by volunteers and summer interns.

**WNP Finances.** As required by the interlocal agreement, WNP is funded through the town contributions and private donations. WNP newsletter the major driver of donations. WNP expenses: maintenance contractor, Earthcorps, arborist/tree service, newsletter, supplies.

**2023 Funds and Budget.** WNP maintains two Funds as part of the Yarrow Point financial system. One fund is an endowment fund (701) which contributes its earnings annually to the second fund, the operating fund (023). The proposed 2023 WNP budget for these two funds is provided.

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

Agenda Bill 22-56  
October 11, 2022

---

<b>Public Hearing on 2023 Preliminary Budget</b>	<b>Proposed Council Action:</b> Hear comments and discuss
--	--

<b>Presented by:</b>	Mayor Harris
<b>Exhibits:</b>	2023 Preliminary Budget by line item 2023 Preliminary Budget by fund

**Summary:**

A public hearing is required to give citizens an opportunity to be heard with reference to the 2023 preliminary budget. Discussion and suggestions for amendments to this preliminary budget will also be heard from Council.

**Recommended Action:**

No action required at this time. Another public hearing and the ordinance to adopt the 2023 Final Budget will be presented at the November meeting.

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
<b>GENERAL FUND #001</b>									
001-3089100	BEGINNING FUND BALANCE				\$ 1,958,455	\$ 1,958,455	\$ 2,094,743		
<b>REVENUES</b>									
001-311-10-00	PROPERTY TAX	\$ 609,785	\$ 619,831	\$ 638,511	\$ 630,000	\$ 390,797	\$ 639,000	1.4%	Preliminary levy from KC is \$662,611. Customarily budget about 3.5% less for delinquencies.
001-311-11-00	KING COUNTY PARKS LEVY	\$ 8,483	\$ 32,854	\$ 32,907	\$ 30,000	\$ 28,041	\$ -		Moved to Fund 040 - Public Parks and Open Space
001-313-11-00	LOCAL SALES AND USE TAX	\$ 265,542	\$ 265,232	\$ 335,185	\$ 280,000	\$ 288,159	\$ 300,000	7.1%	Monthly
001-313-71-00	LOCAL CRIMINAL JUSTICE	\$ 33,429	\$ 29,957	\$ 34,369	\$ 30,000	\$ 29,367	\$ 35,000	16.7%	Monthly
001-316-41-00	PRIVATE UTILITY TAX - ELECTRIC	\$ 54,580	\$ 55,408	\$ 58,369	\$ 55,000	\$ 45,054	\$ 58,000	5.5%	Quarterly
001-316-43-00	PRIVATE UTILITY TAX - NATL GAS	\$ 31,350	\$ 35,998	\$ 36,915	\$ 45,000	\$ 38,802	\$ 42,500	-5.6%	Quarterly
001-316-45-00	PRIVATE UTILITY TAX - GARBAGE	\$ 12,778	\$ 13,107	\$ 13,568	\$ 12,000	\$ 10,928	\$ 14,500	20.8%	Quarterly
001-316-47-00	PRIVATE UTILITY TAX - TELEPHONE AND CATV	\$ 47,817	\$ 43,425	\$ 43,187	\$ 50,000	\$ 30,196	\$ 44,000	-12.0%	Monthly
001-321-91-00	FRANCHISE FEE - SEWER & WATER	\$ 45,722	\$ 43,458	\$ 48,142	\$ 45,000	\$ 36,691	\$ 48,000	6.7%	Quarterly
001-321-91-10	FRANCHISE FEE - CATV	\$ 22,776	\$ 23,527	\$ 26,146	\$ 25,000	\$ 17,637	\$ 23,500	-6.0%	Quarterly
001-322-30-00	KC PET LICENSE REBATES	\$ 135	\$ 45	\$ 105	\$ -	\$ 75	\$ -		
001-332-09-10	COVID LOCAL FIS RECOVERY			\$ 156			\$ -		
001-332-92-10	COVID-19 NON-GRANT ASSISTANCE			\$ 160,371	\$ 160,371	\$ 160,527	\$ -	-100.0%	
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	\$ 1,000	0.0%	
001-336-06-25	MVET - CRIM JUSTICE - DCD #4	\$ 1,968	\$ 2,002	\$ 2,114	\$ 1,200	\$ 1,715	\$ 2,000	66.7%	
001-336-06-26	CRIM JUSTICE - SPECIAL PROGRAMS	\$ 1,149	\$ 1,166	\$ 1,234	\$ 1,200	\$ 1,018	\$ 1,400	16.7%	
001-336-06-42	MARIJUANA EXCISE TAX	\$ 1,238	\$ 1,190	\$ 1,354	\$ 1,000	\$ 1,340	\$ 1,000	0.0%	
001-336-06-51	MVET - CRIM JUSTICE - DUI	\$ 148	\$ 151	\$ 173	\$ 200	\$ 92	\$ 150	-25.0%	
001-336-06-94	LIQUOR EXCISE TAX	\$ 5,823	\$ 5,176	\$ 7,385	\$ 6,500	\$ 8,003	\$ 7,700	18.5%	Quarterly
001-336-06-95	LIQUOR BOARD PROFITS	\$ 8,682	\$ 9,728	\$ 8,138	\$ 8,024	\$ 4,363	\$ 8,500	5.9%	Quarterly
001-341-50-00	SALE OF MAPS AND PUBLICATIONS					\$ -	\$ -		
001-342-10-00	LAW ENFORCEMENT REPORT			\$ 18	\$ -	\$ 40	\$ -		
001-353-10-00	LOCAL INFRACTION REFUND	\$ 3,107	\$ -	\$ 579	\$ 500	\$ 1,056	\$ 500	0.0%	
001-354-00-00	PARKING INFRACTION PENALTIES			\$ 1,300	\$ 1,000	\$ 1,215	\$ 1,000	0.0%	
001-355-20-00	DUI FINES			\$ 290	\$ 100	\$ -	\$ -	-100.0%	
001-355-80-00	OTHER TRAFFIC MISDEMEANOR FINES			\$ 384	\$ 300	\$ 362	\$ -	-100.0%	
001-356-90-00	OTHER CRIM NON-TRAFFIC FINES			\$ 5	\$ -	\$ -	\$ -		
001-357-33-00	MUNICIPAL COURT RECOUPMENTS			\$ 416	\$ -	\$ 250	\$ -		
001-361-10-00	INVESTMENT INTEREST	\$ 31,417	\$ 8,769	\$ 1,863	\$ 1,000	\$ 13,956	\$ 38,000	3700.0%	Monthly
001-361-40-00	SALES INTEREST	\$ 497	\$ 376	\$ 204	\$ 100	\$ 200	\$ 100	0.0%	
001-362-00-00	SITE LEASE	\$ 66,428	\$ 67,542	\$ 68,690	\$ 75,000	\$ 69,871	\$ 71,100	-5.2%	Yearly (AT&T \$41,792; and Verizon \$29,296)
001-367-00-00	PRIVATE DONATIONS		\$ 5,100	\$ 3,300	\$ 3,000	\$ -	\$ -	-100.0%	Holiday lights
001-369-91-00	OTHER MISCELLANEOUS INCOME	\$ 17,540	\$ 1,012	\$ 11,907	\$ -	\$ 879	\$ -		
001-398-10-00	INSURANCE RECOVERIES		\$ 7,422			\$ -	\$ -		
	<b>Subtotal Before Transfers</b>	<b>\$ 1,271,394</b>	<b>\$ 1,273,476</b>	<b>\$ 1,542,353</b>	<b>\$ 1,462,495</b>	<b>\$ 1,181,385</b>	<b>\$ 1,336,950</b>	<b>-8.6%</b>	
001-397-00-00	OPERATING TRANSFERS - IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Revenues</b>	<b>\$ 1,271,394</b>	<b>\$ 1,273,476</b>	<b>\$ 1,542,353</b>	<b>\$ 1,462,495</b>	<b>\$ 1,181,385</b>	<b>\$ 1,336,950</b>	<b>-8.6%</b>	
<b>EXPENDITURES</b>									
001-511-30-41	PUBLICATIONS (ORD, NOTICES)		\$ 1,059	\$ 3,378	\$ 2,500	\$ 2,457	\$ 4,000	60.0%	
001-511-60-41	DUES AND FEES	\$ 2,316	\$ 3,211	\$ 3,917	\$ 5,000	\$ 3,247	\$ 5,000	0.0%	
001-512-50-41	COURT COSTS - MUNI & DIST	\$ 1,207	\$ 1,389	\$ 1,309	\$ 1,000	\$ 1,700	\$ 1,500	50.0%	
001-513-10-10	STIPEND - MAYOR	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 25,750	\$ 38,520	16.7%	
001-513-10-21	PAYROLL TAXES - MAYOR	\$ 3,439	\$ 3,163	\$ 3,182	\$ 3,300	\$ 2,166	\$ 3,800	15.2%	
001-513-20-41	ADVISORY SERVICES	\$ 62	\$ 160	\$ 360	\$ -	\$ -	\$ -		
001-514-20-10	SALARY	\$ 92,048	\$ 96,870	\$ 100,985	\$ 106,000	\$ 85,068	\$ 124,776	17.7%	25% of AW; 80% of BR; 10% IL
001-514-20-21	SOC.SEC/(MEDI)/SUTA/WORK COMP	\$ 9,247	\$ 8,781	\$ 8,982	\$ 9,600	\$ 7,638	\$ 11,150	16.1%	
001-514-20-22	BENEFITS	\$ 11,880	\$ 11,526	\$ 11,807	\$ 12,600	\$ 9,340	\$ 12,969	2.9%	
001-514-20-23	RETIREMENT	\$ 11,776	\$ 12,519	\$ 11,713	\$ 13,400	\$ 8,758	\$ 12,964	-3.3%	
001-514-20-41	ACCOUNTING & AUDIT SERVICES	\$ 30,891	\$ 4,127	\$ 24,386	\$ 10,000	\$ 3,051	\$ 30,000	200.0%	
001-514-40-40	ELECTION SERVICES	\$ 3,359	\$ 2,277	\$ 4,012	\$ 2,500	\$ 4,557	\$ 2,000	-20.0%	
001-515-41-41	LEGAL SERVICES	\$ 66,599	\$ 54,936	\$ 81,619	\$ 75,000	\$ 112,237	\$ 140,000	86.7%	
001-515-91-41	PUBLIC DEFENDER - MUNI & DIST	\$ 2,600	\$ 750	\$ 3,000	\$ 3,000	\$ 2,000	\$ 3,000	0.0%	contract for \$250/month
001-518-10-40	MISC PROFESSIONAL SERVICES	\$ 415		\$ 523	\$ -	\$ -	\$ 500		
001-518-10-43	MEETINGS, TRAVEL AND PER DIEM	\$ 2,555	\$ 801	\$ 760	\$ 5,000	\$ 474	\$ 3,500	-30.0%	
001-518-10-44	EMPLOYEE TRAINING	\$ 2,038	\$ 1,460	\$ 2,425	\$ 5,000	\$ 1,429	\$ 3,500	-30.0%	
001-518-10-45	TRAINING	\$ 383	\$ 485	\$ 170	\$ -	\$ -	\$ -		
001-518-30-30	TOWN MAINT - SUPPLIES	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	0.0%	
001-518-30-31	OFFICE EQUIPMENT		\$ 4,500	\$ 9,374	\$ 5,000	\$ 3,237	\$ 5,000	0.0%	
001-518-30-46	INSURANCE AND BONDS	\$ 15,994	\$ 15,988	\$ 20,934	\$ 22,478	\$ 25,794	\$ 30,570	36.0%	Per notice received by WCIA +18.5%
001-518-30-48	TOWN FACILITIES MAINTENANCE	\$ 7,294	\$ 3,701	\$ 829	\$ 44,000	\$ 3,941	\$ 50,000	13.6%	Exterior and carpet Town Hall + monthly cleaning
001-518-40-47	TOWN UTILITIES	\$ 15,439	\$ 14,751	\$ 16,560	\$ 15,000	\$ 13,083	\$ 17,000	13.3%	cells, PSE, Comcast, Crystal, security
001-518-50-30	OFFICE SUPPLIES	\$ 5,589	\$ 4,318	\$ 4,146	\$ 5,000	\$ 4,113	\$ 6,000	20.0%	

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
001-518-70-44	PRINTING SERVICES	\$ 9,795	\$ 4,461	\$ 4,319	\$ 5,000	\$ 1,052	\$ 2,500	-50.0%	YP Books and project plans
001-518-80-31	RECORDS MANAGEMENT	\$ 7	\$ 791	\$ -	\$ 25,000	\$ -	\$ -	-100.0%	Received WA State Archives grant for Laserfiche system \$14,200.
001-518-80-40	IT SUPPORT AND MAINTENANCE	\$ 24,217	\$ 28,805	\$ 29,979	\$ 20,000	\$ 20,305	\$ 22,000	10.0%	ISOutsource and Caselle (\$9000)
001-518-90-30	MISCELLANEOUS	\$ 614	\$ 520	\$ 1,435	\$ 1,000	\$ 1,317	\$ 1,000	0.0%	
001-521-20-40	POLICE OPERATIONS	\$ 435,896	\$ 423,959	\$ 427,536	\$ 442,149	\$ 331,612	\$ 480,000	8.6%	
001-521-20-45	SHERIFF - MARINE POLICING SERV.	\$ 14,721	\$ 14,340	\$ 12,670	\$ 14,000	\$ 11,161	\$ 15,000	7.1%	Mercer Island quote
001-521-30-41	CRIMINAL JUSTICE	\$ 10,223	\$ 17,881	\$ 23,794	\$ 20,000	\$ 5,689	\$ 25,000	25.0%	
001-521-30-45	CRIM JUSTICE - OTHER CTED PROG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
001-522-10-44	FIRE PROTECTION - LEOFF	\$ -	\$ -	\$ 6,183	\$ 6,000	\$ -	\$ 6,521	8.7%	
001-522-20-40	FIRE SUPPRESSION	\$ 252,397	\$ 244,390	\$ 245,245	\$ 233,943	\$ 116,972	\$ 279,731	19.6%	
001-522-20-41	BELLEVUE FIRE CARES	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -		ARPA/Covid funded in 2022
001-523-60-41	JAIL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
001-525-60-40	EMERGENCY PREPAREDNESS	\$ -	\$ -	\$ 105	\$ 1,000	\$ -	\$ 1,000	0.0%	
001-542-64-48	TRAFFIC CONTROL DEVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,250		Camera yrly usage fees (1st 2=4,000/2nd 2=5,500/3rd 1=2,750)
001-551-00-49	ARCH CONTRIBUTION	\$ -	\$ 12,402	\$ 10,000	\$ 10,000	\$ 2,447	\$ 10,000	0.0%	Council noted would like yearly contribution of 10,000
001-553-70-40	POLLUTION CONTROL	\$ 3,968	\$ 4,035	\$ 3,129	\$ 6,000	\$ 6,147	\$ 3,300	-45.0%	
001-566-00-40	ALCOHOL REHABILITATION	\$ 222	\$ 300	\$ 381	\$ 500	\$ 169	\$ 500	0.0%	
001-573-90-31	COMMUNITY PROGRAMS	\$ 13,053	\$ 12,014	\$ 4,454	\$ 5,000	\$ 2,076	\$ 5,000	0.0%	
001-576-90-41	WETHERILL DONATION	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000	100.0%	
	<b>Subtotal before transfers</b>	<b>\$ 1,088,244</b>	<b>\$ 1,048,670</b>	<b>\$ 1,121,600</b>	<b>\$ 1,177,970</b>	<b>\$ 826,487</b>	<b>\$ 1,382,051</b>	<b>17.3%</b>	
001-597-00-00	OPERATING TRANSFERS - OUT	\$ -	\$ -	\$ 160,371	\$ 157,871	\$ 157,871	\$ 55,000		to Fund 040.
	<b>Total Expenditures</b>	<b>\$ 1,088,244</b>	<b>\$ 1,048,670</b>	<b>\$ 1,281,971</b>	<b>\$ 1,335,841</b>	<b>\$ 984,358</b>	<b>\$ 1,437,051</b>	<b>7.6%</b>	
001-5089100	<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 183,150</b>	<b>\$ 224,806</b>	<b>#VALUE!</b>		<b>\$ 2,155,482</b>			
<b>WETHERILL NATURE PRESERVE FUND #023</b>									
023-3089100	<b>BEGINNING BALANCE</b>	<b>\$ 84,517</b>	<b>\$ 41,177</b>	<b>\$ 54,686</b>	<b>\$ 67,998</b>	<b>\$ 67,998</b>	<b>\$ 62,825</b>		
<b>REVENUES</b>									
023-337-00-00	PUBLIC DONATIONS - WNP	\$ 11,100	\$ 11,000	\$ 10,000	\$ 10,000	\$ 15,000	\$ 20,000	100.0%	
023-337-00-10	PUBLIC DONATIONS - PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
023-361-10-00	INVESTMENT INTEREST	\$ 1,080	\$ 248	\$ 54	\$ 100	\$ 575	\$ 900	800.0%	
023-367-00-00	PRIVATE DONATIONS - WETHERILL	\$ 15,547	\$ 17,702	\$ 20,579	\$ 10,000	\$ 5,825	\$ 12,500	25.0%	
023-367-00-10	PRIVATE DONATIONS - PROJECTS	\$ -	\$ -	\$ 550	\$ 25,000	\$ -	\$ -	-100.0%	
023-397-00-00	TRANSFERS IN	\$ -	\$ -	\$ -	\$ 100	\$ 771	\$ 900	800.0%	interest from 701 Endowment fund
	<b>Total Revenues</b>	<b>\$ 27,727</b>	<b>\$ 28,950</b>	<b>\$ 31,184</b>	<b>\$ 45,200</b>	<b>\$ 22,171</b>	<b>\$ 34,300</b>	<b>-24.1%</b>	
<b>EXPENDITURES</b>									
023-576-90-10	SALARY - PW	\$ 200	\$ -	\$ -	\$ 500	\$ -	\$ 500	0.0%	PW Dept/Interns
023-576-90-31	SUPPLIES	\$ -	\$ -	\$ 2,209	\$ 2,000	\$ -	\$ 2,000	0.0%	tools, mailing newsletter, etc.
023-576-90-40	MISCELLANEOUS MAINT.	\$ 20,277	\$ 15,441	\$ 15,662	\$ 20,000	\$ 10,410	\$ 30,000	50.0%	Earthcorps, services, construction
023-576-90-42	PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ 25,000	\$ 16,933	\$ 10,000	-60.0%	
023-597-00-00	TRANSFERS OUT	\$ 50,590	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Expenditures</b>	<b>\$ 71,067</b>	<b>\$ 15,441</b>	<b>\$ 17,872</b>	<b>\$ 47,500</b>	<b>\$ 27,344</b>	<b>\$ 42,500</b>	<b>-10.5%</b>	
012-5089100	<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 41,177</b>	<b>\$ 54,686</b>	<b>\$ 67,998</b>		<b>\$ 62,825</b>			
<b>PUBLIC PARKS AND OPEN SPACE FUND #040</b>									
040-3089100	<b>BEGINNING BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,739</b>		Beginning balance is KC Parks Levy balance
<b>REVENUES</b>									
040-311-11-00	KING COUNTY PARKS LEVY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000		New levy 2020-2025 - \$25,000 min.+pop & AV calculation
040-361-10-00	INVESTMENT INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500		
040-397-00-00	TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000		From 001 - With begin fund balance, enough to pay expenditures
	<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 88,500</b>		
<b>EXPENDITURES</b>									
040-576-80-31	OPEN SPACES - MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000		Road End Beach hand rail maintenance
040-576-80-40	GEN. PARKS - MORNINGSIDE MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000		
040-594-76-63	COMMUNITY PROJECTS CONSTRUCTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000		Sport Court
040-594-76-64	OPEN SPACES - CONSTRUCTION PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000		Sally's Alley
040-595-70-63	ROADSIDE LANDSCAPING PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000		
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 145,000</b>		
040-5089100	<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>STREET FUND #101</b>									
101-3085100	<b>BEGINNING BALANCE</b>	<b>\$ 455,483</b>	<b>\$ 471,971</b>	<b>\$ 408,095</b>	<b>\$ 288,342</b>	<b>\$ 288,342</b>	<b>\$ -</b>		
<b>REVENUES</b>									
101-322-40-00	HEAVY VEHICLE FEE	\$ 74,179	\$ 62,840	\$ 138,806	\$ 100,000	\$ 87,084	\$ 90,000	-10.0%	
101-336-00-71	MULTIMODAL TRANS. CTY	\$ 1,474	\$ 1,418	\$ 1,413	\$ 1,000	\$ 1,111	\$ 1,400	40.0%	
101-336-00-87	STREET FUEL TAX	\$ 22,453	\$ 19,157	\$ 20,099	\$ 18,695	\$ 16,053	\$ 21,500	15.0%	

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
101-361-10-00	INVESTMENT INTEREST	\$ 9,118	\$ 2,760	\$ 398	\$ 500	\$ 3,893	\$ 8,500	1600.0%	
101-382-10-00	STREET DAMAGE DEPOSIT	\$ 84,501	\$ 37,500	\$ 56,250	\$ 30,000	\$ 33,780	\$ 18,750	-37.5%	Offset in expenses
101-395-20-00	INSURANCE/DAMAGE CLAIMS - recovery for cap as	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
101-398-10-00	INSURANCE RECOVERIES - other than cap asset	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	-	
	<b>Subtotal before transfers</b>	<b>\$ 191,725</b>	<b>\$ 123,875</b>	<b>\$ 216,966</b>	<b>\$ 150,195</b>	<b>\$ 141,923</b>	<b>\$ 140,150</b>	-6.7%	
101-397-00-00	OPERATING TRANSFERS IN	\$ -	\$ 20,000	\$ -	\$ 280,000	\$ 280,000	\$ 240,000	-14.3%	from 301 for T1, T2, and O-1 (sidewalks)
	<b>Total Revenues</b>	<b>\$ 191,725</b>	<b>\$ 143,875</b>	<b>\$ 216,966</b>	<b>\$ 430,195</b>	<b>\$ 421,923</b>	<b>\$ 380,150</b>	-11.6%	
<b>EXPENDITURES</b>									
101-542-30-48	STREET MAINTENANCE	\$ 519	\$ 57,481	\$ -	\$ 10,000	\$ 10,122	\$ 10,000	0.0%	
101-542-63-47	STREET LIGHTS	\$ 9,124	\$ 8,686	\$ 8,939	\$ 9,000	\$ 6,424	\$ 10,000	11.1%	
101-542-64-48	TRAFFIC CONTROL DEVICES	\$ 383	\$ 128	\$ 6,050	\$ 10,000	\$ 6,750	\$ -		TO FUND 001 THIS LINE ITEM IS IN FUND 001 BEGINNING IN 2023.
101-542-67-41	STREET CLEANING	\$ 3,720	\$ 3,970	\$ 4,203	\$ 4,000	\$ 2,940	\$ 5,000	25.0%	
101-542-70-31	ROW MAINT - SUPPLIES	\$ 4,265	\$ 6,001	\$ 4,971	\$ 5,000	\$ 4,596	\$ 6,500	30.0%	
101-542-70-32	ROW MAINT - FUEL	\$ 1,097	\$ 1,102	\$ 1,488	\$ 1,500	\$ 1,335	\$ 2,500	66.7%	
101-542-70-35	ROW MAINT - EQUIPMENT	\$ 5,632	\$ 277	\$ 307	\$ 1,500	\$ 429	\$ 2,500	66.7%	
101-542-70-41	ROW MAINT - CONTRACT SVCS	\$ 1,158	\$ 25,455	\$ 20,052	\$ 5,000	\$ 14,685	\$ 20,000	300.0%	
101-543-30-10	SALARY - PUBLIC WORKS DEPT	\$ 54,852	\$ 52,066	\$ 51,523	\$ 53,650	\$ 44,715	\$ 58,793	9.6%	70% of Istvan
101-543-30-21	PAYROLL TAXES - PW	\$ 7,200	\$ 6,044	\$ 5,700	\$ 4,830	\$ 4,703	\$ 6,680	38.3%	
101-543-30-22	BENEFITS - PW	\$ 7,611	\$ 7,076	\$ 7,187	\$ 7,700	\$ 5,685	\$ 7,894	2.5%	
101-543-30-23	RETIREMENT - PW	\$ 7,046	\$ 6,715	\$ 5,968	\$ 6,780	\$ 4,591	\$ 6,109	-9.9%	
101-543-31-10	SALARY - PART TIME PUBLIC WORKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000		
101-543-31-21	PAYROLL TAXES - PART TIME PUBLIC WORKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200		
101-544-20-41	ENGINEERING SERVICES - GENERAL	\$ -	\$ -	\$ 3,529	\$ 16,000	\$ 1,813	\$ 10,000	-37.5%	
101-582-10-00	STREET DEPOSIT REFUNDS	\$ 49,010	\$ 15,000	\$ 33,750	\$ 30,000	\$ 37,500	\$ 18,750	-37.5%	
101-594-42-60	CAP EXP-ORDINARY MAINT (VEHICLES, EQUIP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000		PW truck
101-595-30-60	ROADWAY RESTORATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000		Sidewalks - CIP O-1 \$30,000 and Corner of 40th and 95th - \$2,000
101-595-30-63	STREET CONSTRUCTION	\$ 23,621	\$ 17,750	\$ 183,055	\$ 280,000	\$ 12,069	\$ 210,000	-25.0%	NE 36th St-CIP T-1 (160,000) and 88th Ave NE-CIP T-2 (50,000)
	<b>Total Expenditures</b>	<b>\$ 175,237</b>	<b>\$ 207,751</b>	<b>\$ 336,719</b>	<b>\$ 444,960</b>	<b>\$ 158,357</b>	<b>\$ 490,926</b>	10.3%	
101-5085100	<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 471,971</b>	<b>\$ 408,095</b>	<b>\$ 288,342</b>	<b>\$ -</b>	<b>\$ 551,908</b>	<b>\$ -</b>		
<b>COMMUNITY DEVELOPMENT FUND #104</b>									
104-3085100	BEGINNING BALANCE	\$ 612,203	\$ 357,942	\$ 370,775	\$ 461,460	\$ 461,460	\$ -		
<b>REVENUES</b>									
104-322-10-00	BUILDING PERMIT FEES	\$ 120,450	\$ 92,286	\$ 151,352	\$ 120,000	\$ 127,501	\$ 100,000	-16.7%	
104-322-10-11	CONSTRUCTION SIGN FEE	\$ -	\$ -	\$ 300	\$ -	\$ 510	\$ 200		
104-322-10-12	FENCE PERMIT FEE	\$ 625	\$ 1,125	\$ 750	\$ 500	\$ 875	\$ 500	0.0%	
104-322-10-13	ROOFING PERMIT FEE	\$ 300	\$ -	\$ 300	\$ 500	\$ 100	\$ 300	-40.0%	
104-322-10-31	SHORELINE EXEMPTION	\$ 2,188	\$ 1,563	\$ 2,500	\$ 5,000	\$ 11,120	\$ 1,500	-70.0%	
104-322-11-00	MECHANICAL/PLUMBING PERMIT FEES	\$ 20,325	\$ 15,313	\$ 19,625	\$ 15,000	\$ 10,869	\$ 12,000	-20.0%	
104-322-12-00	DEMOLITION FEES	\$ 2,193	\$ 1,875	\$ 5,000	\$ 5,000	\$ 2,500	\$ 2,000	-60.0%	
104-322-13-00	SUBSTANTIAL DEVELOPMENT FEES	\$ 2,500	\$ 5,758	\$ 1,250	\$ 3,000	\$ -	\$ 1,000	-66.7%	
104-322-14-00	RIGHT OF WAY PERMIT	\$ 3,505	\$ 8,483	\$ 4,725	\$ 5,000	\$ 2,938	\$ 4,000	-20.0%	
104-322-16-00	SITE DEVELOPMENT FEES	\$ 9,645	\$ 13,932	\$ 11,203	\$ 15,000	\$ 8,000	\$ 10,000	-33.3%	
104-322-17-00	PRE APPLICATION CONFERENCE	\$ 14,850	\$ 25,000	\$ 16,500	\$ 20,000	\$ 14,750	\$ 15,000	-25.0%	
104-322-18-00	ENCROACHMENT AGREEMENT	\$ -	\$ 1,875	\$ 7,500	\$ 3,500	\$ 3,750	\$ -	-100.0%	
104-334-03-10	WA STATE GRANTS	\$ 1,823	\$ -	\$ -	\$ -	\$ -	\$ -		
104-334-04-20	DEPT OF COMMERCE GRANT - COMP PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000		Work on the mandated Comp Plan Update-We will receive a total of \$100,000 over 2 years.
104-345-81-00	ZONING/SUBDIVISION FEES	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,000	\$ -	\$ -	-100.0%	
104-345-81-10	VARIANCE FEE	\$ 12,676	\$ 7,468	\$ 2,500	\$ 5,000	\$ 2,500	\$ 2,500	-50.0%	
104-345-81-40	HEARING EXAMINER - FOR REIMBURSEMENT	\$ -	\$ -	\$ 1,735	\$ 10,000	\$ 2,355	\$ 2,000	-80.0%	
104-345-83-00	PLAN CHECKING FEES	\$ 44,202	\$ 57,302	\$ 84,159	\$ 60,000	\$ 51,143	\$ 40,000	-33.3%	
104-345-86-00	SEPA PERMIT	\$ 10,010	\$ 7,510	\$ 12,510	\$ 10,000	\$ 10,000	\$ 7,500	-25.0%	
104-345-89-40	OTHER DEVELOPMENT FEES	\$ 850	\$ 750	\$ 870	\$ -	\$ 2,475	\$ 800		
104-361-10-00	INVESTMENT INTEREST	\$ 11,805	\$ 2,169	\$ 426	\$ 500	\$ 3,680	\$ 9,800	1860.0%	
	<b>Total Revenues</b>	<b>\$ 259,197</b>	<b>\$ 243,659</b>	<b>\$ 324,455</b>	<b>\$ 279,000</b>	<b>\$ 255,065</b>	<b>\$ 259,100</b>	-7.1%	
<b>EXPENDITURES</b>									
104-518-10-10	SALARY	\$ 55,848	\$ 60,635	\$ 65,141	\$ 70,600	\$ 58,065	\$ 86,364	22.3%	20% BR, 75% AW
104-518-10-21	PAYROLL TAXES - CLERK	\$ 6,174	\$ 5,409	\$ 5,794	\$ 6,350	\$ 5,213	\$ 7,654	20.5%	
104-518-10-22	BENEFITS - CLERK	\$ 9,270	\$ 9,425	\$ 9,753	\$ 10,450	\$ 7,715	\$ 10,713	2.5%	
104-518-10-23	RETIREMENT - CLERK	\$ 7,149	\$ 7,820	\$ 7,519	\$ 8,900	\$ 5,961	\$ 8,973	0.8%	
104-543-30-10	INTERNS (SUMMER HELP)	\$ 5,220	\$ 8,868	\$ 6,690	\$ 10,000	\$ 6,060	\$ -		TO FUND 101 MOVED TO FUND 101- STREETS
104-543-30-21	INTERNS PAYROLL TAXES	\$ -	\$ 1,243	\$ 1,034	\$ 1,500	\$ 867	\$ -		TO FUND 101 MOVED TO FUND 101- STREETS
104-558-50-31	SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
104-558-50-40	SITE DEVELOPMENT	\$ 9,348	\$ 5,113	\$ 5,881	\$ 7,500	\$ 6,924	\$ 4,500	-40.0%	
104-558-50-41	BUILDING PERMITS	\$ 35,167	\$ 25,337	\$ 9,671	\$ 30,000	\$ 16,245	\$ 18,000	-40.0%	

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
104-558-50-42	MECHANICAL PERMITS	\$ 11,026	\$ 6,016	\$ 9,977	\$ 10,000	\$ 4,912	\$ 4,000	-60.0%	
104-558-50-43	FENCE PERMIT	\$ 284	\$ 614	\$ 196	\$ 500	\$ 196	\$ 500	0.0%	
104-558-50-44	SEPA	\$ 3,698	\$ 2,025	\$ 7,906	\$ 7,500	\$ 1,755	\$ 5,000	-33.3%	
104-558-50-45	DEMOLITION PERMITS	\$ 129	\$ 160	\$ 126	\$ 500	\$ 261	\$ 500	0.0%	
104-558-50-46	SUBSTANTIAL DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ -		
104-558-50-47	RIGHT OF WAY	\$ 3,063	\$ 4,454	\$ 5,366	\$ 5,000	\$ 3,913	\$ 5,000	0.0%	
104-558-50-48	SHORELINE EXEMPTION	\$ 2,295	\$ 1,485	\$ 1,283	\$ 1,500	\$ 709	\$ 1,500	0.0%	
104-558-50-49	SHORELINE SUBS DEVELOPMENT	\$ 1,856	\$ 3,643	\$ 2,859	\$ 1,500	\$ 5,569	\$ 2,500	66.7%	
104-558-60-40	COMPREHENSIVE PLAN					\$ 775	\$ 50,000		Line added for Comp Plan Update expenses = to grant
104-558-60-41	CODE ENFORCEMENT			\$ 2,164		\$ 2,667	\$ 3,000		
104-558-60-42	GENERAL ADMINISTRATION	\$ 878		\$ 26,830	\$ 30,000	\$ 24,880	\$ 30,000	0.0%	
104-558-60-43	OTHER DEVELOPMENT	\$ 35,510	\$ 30,988	\$ 593	\$ 5,000	\$ 1,395	\$ 5,000	0.0%	
104-558-60-44	SPECIAL USE PERMIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
104-558-60-45	PROFESSIONAL SVCS - HRG. EXAM	\$ 3,975	\$ 9,773	\$ 1,735	\$ 10,000	\$ 4,413	\$ 2,000	-80.0%	
104-558-60-46	PLAN CHECKING	\$ 28,352	\$ 19,359	\$ 45,475	\$ 40,000	\$ 27,381	\$ 40,000	0.0%	
104-558-60-48	ZONING/SUBDIVISION	\$ 2,538	\$ 8,015	\$ 1,114	\$ -	\$ 745	\$ 1,000		
104-558-60-49	PRE-APPLICATION MEETINGS	\$ 4,955	\$ 8,724	\$ 7,490	\$ 7,500	\$ 6,488	\$ 7,500	0.0%	
104-559-50-21	ROOFING PERMIT			\$ 262		\$ -	\$ -		
104-576-80-40	GEN.PARKS - MORNINGSIDE MAINT.	\$ 15,979	\$ 2,090	\$ 2,532	\$ 5,000	\$ 374	\$ -		TO FUND 040
104-594-76-63	COMMUNITY PROJECTS CONSTRUCTION	\$ 269,036	\$ 8,567	\$ -	\$ -	\$ -	\$ -		TO FUND 040 Sport Court
104-594-76-64	OPEN SPACES PROJECTS CONSTRUCTION	\$ 1,709	\$ 1,063	\$ 6,380	\$ 50,000	\$ 1,360	\$ -		TO FUND 040 Sally's Alley
104-595-70-63	ROADSIDE LANDSCAPING PROJECTS	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -		TO FUND 040
	<b>Total Expenditures</b>	<b>\$ 513,459</b>	<b>\$ 230,826</b>	<b>\$ 233,769</b>	<b>\$ 324,300</b>	<b>\$ 194,928</b>	<b>\$ 293,704</b>	<b>-9.4%</b>	
104-5085100	PROJECTED ENDING FUND BALANCE	\$ 357,942	\$ 370,775	\$ 461,460					
<b>BOND REDEMPTION FUND #211</b>									
211-3084100	BEGINNING BALANCE	\$ 17,650	\$ 22,700	\$ 17,432	\$ 0				
<b>REVENUES</b>									
211-361-10-00	INVESTMENT INTEREST	\$ 657	\$ 339	\$ 32	\$ -				
211-397-00-83	OPERATING TRANSFERS - IN	\$ 90,000	\$ 80,000	\$ 312,469	\$ -				
	<b>Total Revenues</b>	<b>\$ 90,657</b>	<b>\$ 80,339</b>	<b>\$ 312,501</b>	<b>\$ -</b>				
<b>EXPENDITURES</b>									
211-591-95-70	DEBT REDEMPTION - GO BOND - 92ND	\$ 72,771	\$ 75,177	\$ 322,936	\$ -				
211-592-95-80	INTEREST/DEBT SVC - GO BOND 92ND	\$ 12,836	\$ 10,430	\$ 6,997	\$ -				
	<b>Total Expenditures</b>	<b>\$ 85,607</b>	<b>\$ 85,607</b>	<b>\$ 329,933</b>	<b>\$ -</b>				
211-5084100	PROJECTED ENDING FUND BALANCE	\$ 22,700	\$ 17,432	\$ 0					
<b>CAPITAL IMPROVEMENT FUND #301 - reserved</b>									
301-3083100	BEGINNING BALANCE	\$ 428,147	\$ 709,402	\$ 884,581	\$ 720,626	\$ 720,626			From 2021 on, combining funds 301 & 304
<b>REVENUES</b>									
301-318-34-00	REET 1 - FIRST QTR PERCENT	\$ 313,954	\$ 244,582	\$ 148,866	\$ 125,000	\$ 202,289	\$ 130,000	4.0%	
301-318-35-00	REET 2 - SECOND QTR PERCENT	\$ -	\$ -	\$ 148,866	\$ 125,000	\$ 202,289	\$ 130,000	4.0%	
301-361-10-00	INVESTMENT INTEREST	\$ 12,301	\$ 2,866	\$ 781	\$ 500	\$ 4,729	\$ 11,000	2100.0%	
	<b>Total Revenues</b>	<b>\$ 326,255</b>	<b>\$ 247,448</b>	<b>\$ 298,514</b>	<b>\$ 250,500</b>	<b>\$ 409,306</b>	<b>\$ 271,000</b>	<b>8.2%</b>	
<b>EXPENDITURES</b>									
301-597-00-00	OPERATING TRANSFERS - OUT	\$ -	\$ 460,000	\$ 382,469	\$ 280,000	\$ 280,000	\$ 330,000	17.9%	90,000 to 401 (CIP S-2 & S-3) / 210,000 for T-1 & T-2 & 30,000 to 101 (O-1)
301-597-00-83	OPERATING TRANSFER LOAN REDEMP.	\$ 45,000	\$ 40,000	\$ 80,000	\$ -	\$ -	\$ -		
	<b>Total Expenditures</b>	<b>\$ 45,000</b>	<b>\$ 500,000</b>	<b>\$ 462,469</b>	<b>\$ 280,000</b>	<b>\$ 280,000</b>	<b>\$ 330,000</b>	<b>17.9%</b>	
301-5083100	PROJECTED ENDING FUND BALANCE	\$ 709,402	\$ 456,850	\$ 720,626					
<b>CAPITAL IMPROVEMENT IV FUND #304 - reserved</b>									
304-3083100	BEGINNING BALANCE	\$ 399,857	\$ 680,456						Combined with 301
<b>REVENUES</b>									
301-318-35-00	REET 2 - SECOND QTR PERCENT	\$ 313,954	\$ 244,582						
301-361-10-00	INVESTMENT INTEREST	\$ 11,645	\$ 2,693						
	<b>Total Revenues</b>	<b>\$ 325,599</b>	<b>\$ 247,275</b>						
<b>EXPENDITURES</b>									
301-597-00-00	OPERATING TRANSFERS - OUT	\$ -	\$ 460,000						
301-597-00-83	OPERATING TRANSFER LOAN REDEMP	\$ 45,000	\$ 40,000						
	<b>Total Expenditures</b>	<b>\$ 45,000</b>	<b>\$ 500,000</b>						
304-5083100	PROJECTED ENDING FUND BALANCE	\$ 680,456	\$ 427,731						
<b>CURRENT YEAR CAPITAL FUND 311</b>									
311-3085100	BEGINNING BALANCE	\$ 168,451	\$ 163,003	\$ 553,487	\$ 66,684	\$ 66,684			

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
<b>REVENUES</b>									
311-361-10-00	INVESTMENT INTEREST		2,284	\$ 303	\$ -	\$ 12,893	\$ 37,000		
311-385-00-00	SPECIAL OR EXTRAORDINARY ITEM					\$ 2,000,000	\$ -		
311-397-00-00	OPERATING TRANSFERS - IN	\$ -	\$ 400,000	\$ 50,000	\$ -	\$ -	\$ -		
	<b>Total Revenues</b>	\$ -	\$ 402,284	\$ 50,303	\$ -	\$ 2,012,893	\$ 37,000		
<b>EXPENDITURES</b>									
311-595-10-41	PROFESSIONAL SERVICES - ENGINEERING	\$ 5,448	\$ 11,800	\$ 2,135	\$ -	\$ -	\$ -		
311-595-30-63	CONSTRUCTION - UNDERGROUNDING	\$ -	\$ -	\$ 534,971	\$ 50,000	\$ 38,358	\$ 60,000	20.0%	Undergrounding Engr 94th / CIP U-1
311-595-70-63	ROADSIDE LANDSCAPING-DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Expenditures</b>	\$ 5,448	\$ 11,800	\$ 537,106	\$ 50,000	\$ 38,358	\$ 60,000	20.0%	
311-5085100	<b>PROJECTED ENDING FUND BALANCE</b>	\$ 163,003	\$ 553,487	\$ 66,684	\$ -	\$ 2,041,219	\$ -		
<b>STORMWATER FUND #401</b>									
401-3085100	<b>BEGINNING BALANCE</b>	\$ 211,693	\$ 189,087	\$ 663,670	\$ 285,314	\$ 285,314	\$ -		
<b>REVENUES</b>									
401-343-10-00	STORMWATER SYSTEM MAINTENANCE	\$ 25,248	\$ 25,218	\$ 25,428	\$ 25,248	\$ 15,107	\$ 25,248	0.0%	Based on 38.06% of annual SW Fee of \$157.20/yr/residence
401-343-10-10	STORMWATER RESERVE FOR CAPITAL	\$ 41,090	\$ 55,520	\$ 41,382	\$ 41,090	\$ 24,586	\$ 41,090	0.0%	Based on 61.94% of annual SW Fee of \$157.20/yr/residence
401-361-10-00	INVESTMENT INTEREST	\$ 4,768	\$ 2,753	\$ 548	\$ 300	\$ 2,902	\$ 7,000	2233.3%	
401-337-00-70	GRANT KC	\$ 10,000	\$ -	\$ -	\$ -	\$ 9,420	\$ -		
401-337-00-71	GRANT ('19 FOR STORM DRAINS)	\$ 33,161	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Subtotal before transfers</b>	\$ 114,267	\$ 83,491	\$ 67,358	\$ 66,638	\$ 52,015	\$ 73,338	10.1%	
401-397-00-00	TRANSFER IN	\$ -	\$ 500,000	\$ 260,371	\$ 157,871	\$ 157,871	\$ 90,000	-43.0%	From 301 for S-2 and S-3
	<b>Total Revenues</b>	\$ 114,267	\$ 583,491	\$ 327,729	\$ 224,509	\$ 209,886	\$ 163,338	-27.2%	
<b>EXPENDITURES</b>									
401-531-50-31	OFFICE EQUIPMENT	\$ -	\$ -	\$ 768	\$ -	\$ -	\$ -		
401-531-40-10	SALARY - PW	\$ 3,529	\$ 12,819	\$ 14,721	\$ 15,320	\$ 12,776	\$ 16,798	9.6%	20% Istvan
401-531-40-21	PAYROLL TAXES - PW	\$ 449	\$ 1,469	\$ 1,629	\$ 1,350	\$ 1,344	\$ 1,910	41.5%	
401-531-40-22	BENEFITS - PW	\$ 488	\$ 1,739	\$ 2,053	\$ 2,000	\$ 1,624	\$ 2,255	12.8%	
401-531-40-23	RETIREMENT - PW	\$ 452	\$ 1,654	\$ 1,705	\$ 1,940	\$ 1,312	\$ 1,745	-10.1%	
401-531-40-41	ENGINEERING SERVICES - GENERAL	\$ 60,836	\$ 27,503	\$ -	\$ 20,000	\$ 1,875	\$ 10,000	-50.0%	
401-531-40-48	STORM DRAIN MAINTENANCE	\$ 66,036	\$ 40,666	\$ 14,191	\$ 10,000	\$ 643	\$ 30,000	200.0%	
401-531-67-41	STREET CLEANING	\$ 3,378	\$ 3,970	\$ 4,203	\$ 4,000	\$ 2,940	\$ 5,000	25.0%	
401-594-31-40	STORMWATER CONSULT - ENGINEERING	\$ 1,706	\$ 11,125	\$ 1,406	\$ 58,000	\$ 36,088	\$ 30,000	-48.3%	
401-594-31-60	STORMWATER CONSTRUCTION	\$ -	\$ 7,963	\$ 665,408	\$ 280,000	\$ 29,704	\$ 90,000	-67.9%	CIP S-2- 40,000 & S-3 - 50,000
	<b>Total Expenditures</b>	\$ 136,874	\$ 108,908	\$ 706,085	\$ 392,610	\$ 88,306	\$ 187,708	-52.2%	
401-5085100	<b>PROJECTED ENDING FUND BALANCE</b>	\$ 189,087	\$ 663,670	\$ 285,314	\$ -	\$ 406,893	\$ -		
<b>AGENCY REMITTANCE FUND #631</b>									
631-3082100	<b>BEGINNING BALANCE</b>	\$ 7,573	\$ 7,916	\$ 10,897	\$ 10,995	\$ 10,995	\$ -		
<b>REVENUES</b>									
631-361-10-00	INVESTMENT INTEREST	\$ 64	\$ 52	\$ 12	\$ 10	\$ -	\$ -		
631-386-00-00	STATE PASS-THRU BY KIRKLAND CT	\$ 1,925	\$ 4,655	\$ 2,213	\$ 3,000	\$ 1,705	\$ 3,000	0.0%	
631-389-30-00	STATE BUILDING CODE COUNCIL FEE	\$ -	\$ -	\$ 182	\$ -	\$ 130	\$ 200		
	<b>Total Revenues</b>	\$ 1,989	\$ 4,707	\$ 2,407	\$ 3,010	\$ 1,835	\$ 3,200	6.3%	
<b>EXPENDITURES</b>									
631-586-00-00	STATE PASS-THRU BY KIRKLAND CT	\$ 1,646	\$ 1,726	\$ 2,133	\$ 3,000	\$ -	\$ 3,000	0.0%	
631-589-30-00	STATE BUILDING CODE COUNCIL FEE	\$ -	\$ 176	\$ 176	\$ -	\$ -	\$ 200		
	<b>Total Expenditures</b>	\$ 1,646	\$ 1,726	\$ 2,309	\$ 3,000	\$ -	\$ 3,200	6.7%	pass through done annually
631-5082100	<b>PROJECTED ENDING FUND BALANCE</b>	\$ 7,916	\$ 10,897	\$ 10,995	\$ -	\$ -	\$ -		
<b>Wetherill Endowment Fund #701</b>									
701-3082100	<b>BEGINNING FUND BALANCE</b>	\$ -	\$ 51,003	\$ 51,307	\$ 51,357	\$ 51,357	\$ -		
<b>REVENUES</b>									
701-361-10-00	INVESTMENT INTEREST	\$ 413	\$ 304	\$ 50	\$ 50	\$ 200	\$ 900		
701-397-00-00	OPERATING TRANSFERS - IN	\$ 50,590	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Revenue</b>	\$ 51,003	\$ 304	\$ 50	\$ 50	\$ 200	\$ 900	1700.0%	
<b>EXPENDITURES</b>									
701-597-00-00	TRANSFERS OUT	\$ -	\$ -	\$ -	\$ 50	\$ 771	\$ 900	1700.0%	
	<b>Total Expenditures</b>	\$ -	\$ -	\$ -	\$ 50	\$ 771	\$ 900	1700.0%	
701-5082100	<b>PROJECTED ENDING FUND BALANCE</b>	\$ 51,003	\$ 51,307	\$ 51,357	\$ -	\$ 50,786	\$ -		
	2022 Beginning Balance				\$ 3,900,237				2022 Beginning Balance \$3,900,237

**2023 PRELIMINARY BUDGET**

Account Number	Account Title	2019 Year Actual	2020 Actual	2021 Actual	2022 Budget	Actual 2022	2023 Proposed	Proposed '23	Comments
						through Sept.	Budget	compare to '22	
	2022 Budgeted Revenues				\$ 2,694,959	\$ 4,512,828			ESTIMATED year end revenues: \$4,916,514
	2022 Budgeted Expenditures				\$ 2,878,261	\$ 1,772,420			ESTIMATED year end expenditures: \$2,812,683
	2022 Projected Ending Balance								ESTIMATED year end balance: \$6,004,068
	2023 PROJECTED beginning balance						\$ 6,004,068		
	2023 budgeted revenues						\$ 2,574,438		
	2023 budgeted expenses						\$ 2,990,989		
	2023 PROJECTED ending balance						\$ 5,587,517		
									10/5/2022 .
									added 7% to workers comp insurance in all funds.
									added \$75,000 for truck and raised street cleaning to \$5,000 in each 101 and 401
									Increased legal to \$140,000 from \$100,000.
									Decreased health insurance to 4.5% from 6% increase



## Town of Yarrow Point 2023 Proposed Budget

FUND	Revenues & Other Resources	Expenditures and Other Uses
<b>Town Funds</b>		
001 - General Fund	1,336,950	1,437,051
023 - Wetherill Nature Preserve	34,300	42,500
040 - Public Parks & Open Space	88,500	145,000
101 - Street Fund	380,150	490,926
104 - Community Development	259,100	293,704
301 - Capital Improvement	271,000	330,000
311 - Current Year Capital	37,000	60,000
401 - Stormwater	163,338	187,708
701 - Wetherill Endowment Fund	900	900
<b>Total for Town Funds</b>	<b>2,571,238</b>	<b>2,987,789</b>
<b>Fiduciary Funds</b>		
631 - Agency Remittance Fund	3,200	3,200
<b>Total for Fiduciary Funds</b>	<b>3,200</b>	<b>3,200</b>
<b>Total for Town &amp; Fiduciary Funds</b>	<b>2,574,438</b>	<b>2,990,989</b>

10/5/2022

## Town Council Project Tracking Sheet

### Active and Future Projects



Project Number	Project Description	Status	Lead person	Date/year started	Updated	Date/year Complete	Comments
21-01	Park Board Improvements to Sally's Alley	Started	John McGlenn/Park Board/Mayor/Attorney	10/21/22	10/6/22		Mayor and Attorney strategizing Land Use; November Council Meeting Update.
21-05	ROW Parking Overhaul	Future	Staff/Attorney/ Building Official	10/21/21	6/8/22		Mayor working with Town Attorney and Building Official.
21-07	Emergency preparedness	Future	Clerk-Treasurer				Winter 2023 project, find chair, volunteers, Council liaison, + Bonnie. See old cluster maps, CH, HP, Medina, BA.
22-01	Roundabout Safety	Started	Mayor & Council	1/11/22	7/8/22		Roundabout pedestrian safety concerns. Consider a barrier between the pathway and roadway (this could include plantings.) Mayor working WSDOT.
22-02	Add additional streetlights on 95th Ave NE	Started	Town Engineer	1/22/22	4/7/22		Town Engineer Schroeder has contacted PSE to add 6 additional lights to 95th. PSE responded on 3/14 . PSE notified us on 4/7/22 re: <i>huge backlog of work.</i>
22-03	Traffic backups on roundabout	Future	Mayor/Clyde Hill/WSDOT	1/22/22	9/12/22		Council discussed traffic backups off the freeway and roundabout due to a school buses and parents. Work with WSDOT and Clyde Hill to improve pedestrian safety and traffic @ roundabout.
22-05	Sport Court refinishing	Future	Mayor & Deputy Clerk	2/10/22	10/6/22		Get bids in the spring to redo entire court and fix drainage issue.
22-06	Safe corner passing NE 40th/95th	Future	Staff & Park Board	3/3/22			Plan a walking path around corner on Buchanan's property and ROW. Fall/spring project.
22-08	Plaque honoring Peter D. Swindley	Completed	Councilmember Carl Scandella	4/12/2022	6/1/2022		Plaque is ordered. To be installed late October.
22-10	Re-stain Town Hall	Future	Staff	4/12/2022	5/5/2022		We are getting quotes. The project will likely happen in 2023 due to contractor schedules.
22-11	ROW Construction Parking Code amendments and Enforcement	Started	Mayor & Building Official	4/15/2022	6/8/2022		Mayor, Attorney and Building Official are strategizing how to add enforcement to ROW construction parking. Code changes to allow construction parking on private property ROW only. (Not adjacent property.)
22-15	Spruce up two signs in front of Town Hall	Started	Staff	5/3/2022	7/8/2022		Staff will get quotes to have the signs restained or replaced.
22-19	Code amendments to clean up land use for non-conforming lots like 4425 94 <sup>th</sup> Ave NE (Horwitz), 2 lots across from TOYP, 9220 Points DR NE	Started	Mayor & Attorney	6/1/2022			Purpose: make clear that these are buildable lots.

## Town Council Project Tracking Sheet

### Active and Future Projects



Project Number	Project Description	Status	Lead person	Date/year started	Updated	Date/year Complete	Comments
22-21	Fence post height code clarification. The post is left about 4" proud of the 6' fence panel.	Started	Mayor, Attorney & Clerk-Treasurer	6/27/2022	10/6/2022		Mayor is working with Building Inspector and Attorney to amend code. Will propose changes at November meeting.
22-24	Examine, modify/rescind encroachment agreements to enable undergrounding.	Started	Town Engineer	7/6/2022	7/11/2022		No need to codify the clearance issues. Researching encroachments agreements now. Encroachment agreements have been analyzed and decisions will be made as to which, if any, need to be rescinded for the undergrounding projects.
22-27	Laserfiche purchase	Started	Clerk-Treasurer	7/29/2022			Budget/purchase Laserfiche program to transfer files like Council minutes and archive permits from almost full server to cloud.
22-28	Inventory Lake Safety Buoys; Repair and replace as necessary	Started	Mayor & King County Marine Patrol	7/29/2022	10/6/2022		King County Marine Patrol sent us a list of our buoys outlining the condition. We may want to budget to have some replaced next spring by Mercer Island.
22-32	Ammend Fee Resolution	Started	Deputy Clerk	8/5/2022			For review/approval at November Council meeting.
22-35	Consider "recreation use only" rule for pickleball court	Started	Mayor & Deputy Clerk	9/12/2022			The Town has been receiving complaints about people using the pickleball court to give out lessons. Consider making a rule making the court "for recreation use only."
22-36	Flood lighting for Morningside Park & Pickelball court	Started	Mayor & Deputy Clerk	9/12/2022			The park and pickleball court get dark in the evening hours. Flood lighting would help for events like movie night.
22-37	Mental Health Outreach	Started	Councilmember Lagerholm & Mayor	9/13/2022	10/6/2022		Possibly use fire CARES, police, hospitals and high schools to provide awareness and resources for mental health outreach maybe in form of special section on our web site?
22-38	Consider adding a wide strip of reflective paint at the intersection of NE 40th St & 92nd Ave NE	Started	Mayor & Staff	9/14/2022			This intersection is often a dangerous spot where cars and bicyclists run the stop signs. Adding a reflective strip of paint could increase safety.

## Town Council Project Tracking Sheet

### Active and Future Projects



Project Number	Project Description	Status	Lead person	Date/year started	Updated	Date/year Complete	Comments
22-39	Research a new Public Works truck	Started	Deputy Clerk	9/14/2022			Austen is researching the options and cost to purchase a new Public Works truck. He most recently visited CH PW and looked at an F250 flatbed/dump body/with plow attachment comparable to our existing truck. The Town can utilize a govt purchase program to save on cost. The town has budgeted \$75k for a new PW truck.
22-40	Create a Social Media policy	Started	Deputy Clerk & Town Attorney	9/14/2022	10/6/2022		The Town created an Instagram account. The Deputy Clerk and Town Attorney will work on creating a policy for management.
22-41	Create a policy for the Town's involvement in assisting residents with fund raising drives	Started	Deputy Clerk	9/14/2022	10/6/2022		Children residents often ask if the Town can support their fund raising efforts by being a collection point and or broadcasting info about it. Currently drafting a policy.
22-43	Research making Yarrow Point a golf cart zone	Future	Staff	9/28/2022			Washington State law says that golf carts can be permitted in areas up to 25MPH.
22-44	Historical Marker Committee	Started	Councilmember Valaas	10/3/2022			Consider creating history markers around Town.
22-45	Newsletter article about Town revenues.	Future	Mayor & Clerk-Treasurer	10/3/2022			Create pie chart showing Town revenues and explaining importance of purchasing and sending to YP rather than Bellevue (sales tax.)
22-46	Road End Beach Shoreline refresh	Future	Public Works	10/3/2022			Spring 2023 bulkhead refresh at Road End Beach.
22-47	Personnel Policy Handbook	Future	Mayor & Clerk-Treasurer	10/3/2022			Update personnele policy including salry ranges. .
22-48	Graduation banners	Future	Mayor & Deputy Clerk	10/3/2022			Banners on light posts for high school and college graduates.
22-49	WNP Commission members recruitment	Started	Council & Mayor	10/3/2022			Recruit new members to WNP Commission as members retire.
22-50	Remedy resident Mary Elmore's botched pruning.	Started	Mayor & Public Works	10/3/2022			Two evergreen bushes remain to be planted in spring 2023.
22-51	Get electronic payments up & running	Started	Deputy Clerk	10/3/2022			Working with Banner Bank to get online payments setup.

# Town Council Project Tracking Sheet

## Active and Future Projects



Project Number	Project Description	Status	Lead person	Date/year started	Updated	Date/year Complete	Comments
Last update: 10/6/2022							
Color Code Key:							
Completed							

## COMPLETED PROJECTS

Project Number	Project Description	Status	Lead person	Date/year started	Date/year Complete	Comments
22-04	Follow up with WSDOT regarding restoration to roundabout due to truck accident in December	Completed	Staff	2/10/2022	4/7/2022	WSDOT repaired the broken fence in March. Istvan reports that the landscaping looks OK and will need a little time to grow back.
22-07	Additional (6) paddleboard slots at end of NE 42nd St.	Completed	Mayor & Staff	4/8/2022	5/5/2022	There are currently 15 paddleboard slots.
22-09	Open house in Yarrow Point RE: PSH	Completed	Mayor	4/12/2022	5/5/2022	We are directing people to open houses in Kirkland for the time being as they create the term sheet & neighborhood agreement.
22-12	Construction Parking Violation Notices	Completed	Mayor & Deputy Clerk	4/15/2022	8/2/2022	Printed.
22-13	Park Rules	Completed	Mayor & Staff	4/18/2022	8/10/2022	Create park rules for the sport court. (Summer project.)
22-14	Commemorate Istvan's 25 years with a party and 42nd St Beach "Istvan's Landing"	Completed	Mayor & Staff	5/2/2022	6/1/2022	The party is June 1 and we are working on the commemoration and party at this time.
22-16	Redo numbering system on paddleboard slots	Completed	Staff	5/4/2022	5/16/2022	Redo the numbering system for paddleboard slots at end of NE 42nd St. Complete by end of May.
22-17	Install new USPS Outgoing mailbox	Completed	Mayor & Staff	5/9/2022	9/8/2022	Installed along 92nd Ave NE.
22-18	Sell old outgoing mailbox the town purchased in 2021.	Completed	Mayor & Staff	6/1/2022	7/6/2022	Facilitated open houses for residents to learn PSH.
22-20	Research ability for Wetherill Nature Preserve to receive electronic donations.	Completed	Deputy Clerk & Clerk-Treasurer	6/7/2022	9/8/2022	Council approved Resolution No. 364 allowing debit, credit and direct debit payment methods. A link from Banner Bank will be setup on the Town's website and shared with the WNP Committee.
22-22	Shred truck event	Completed	Mayor	7/5/2022	9/7/2022	The town hosted a shred truck at Town Hall between 10AM-Noon. The truck was free for residents to come by and shred. Town Hall also utilized the services.
22-23	Swim line committee transition.	Completed	Mayor & Staff	7/6/2022	9/12/2022	Committee is established and a resident has availed his boat for us to use spring/fall for installation and removal.
22-25	Consider Mercer Island Marine Services for year-round Marine policing/emergency services for our residents.	Completed	Mayor	7/11/2022	10/6/2022	Contract executed, KC canceled!

## COMPLETED PROJECTS

22-26	Purchase an additional life preserver ring for beach on NE 47th St	Completed	Deputy Clerk	7/29/2022	8/17/2022	Purchased a second life preserver ring for dock at NE 47th St beach.
22-29	Post a sign to remind people NO CLEANING FISH ON THE DOCK	Completed	Deputy Clerk	8/1/2022	8/17/2022	Installed at dock.
22-30	Movie Night!	Completed	Councilmember Lagerholm	8/1/2022	9/11/2022	Host a community movie night at Morningside Park on Saturday 9-10 at 7PM.
22-31	Start a Town Instagram account	Completed	Mayor & Ellie Feller	8/1/2022	8/29/2022	Account created.
22-33	Look into the stop signs on 92nd Ave and consider changes.	REMOVED-FROM-PROJECT LIST	Mayor	8/3/2022	9/12/2022	Consider evaluating the safety of the 40 <sup>th</sup> /92 <sup>nd</sup> intersection, including stop signs. WSDOT traffic examination. Start with Council to evaluate town liability and options.
22-34	Add lights around the stop signs on 92 <sup>nd</sup>	REMOVED-FROM-PROJECT LIST	Deputy Clerk	8/9/2022	9/12/2022	On hold. Consider in the future.
22-42	Republish Town History Book "A Point in Time"	Completed	Deputy Clerk	6/1/2022	9/26/2022	The Town has run out of copies. The original publishing company Belgate Printing is no longer in business. We got quotes and we are having Zebra Printing rescan and publish the book for us.

Last update:  
10/6/2022

**Color Code Key:**

Completed

Removed from  
project list