



YARROW POINT

*The Town of Yarrow Point is a resilient, caring community committed to sustainable development and preserving our unique neighborhood character, heritage, and natural resources.
We endeavor to pass these values and traditions to future generations.*

Mayor: Katy Kinney Harris

Councilmembers: Laurie Bugbee, Steve Bush, Greg Hanson, Chuck Porter, Brian Vanover

Town Attorney: Emily Romanenko

Clerk-Treasurer: Elizabeth M. Adkisson

AGENDA

1. CALL TO ORDER

Meeting Participation Information: The Town of Yarrow Point Council Meeting will be held in a hybrid format. Councilmembers, staff, and members of the public may participate in Council meetings both in-person and remotely.

In-Person:

*Yarrow Point Town Hall
4030 95th Avenue NE
Yarrow Point, WA*

Dial-In via Telephone:

*1-253-215-8782
Meeting ID 829 8836 7173
Passcode 218753*

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF/AMENDMENTS TO AGENDA

5. STAFF REPORTS (10 minutes)

5.1 Clyde Hill Police Reports – July and August 2026

5.2 Bellevue Fire and EMS Report – July 2026 Quarterly

5.3 2026 Q2 Financial Report

5.4 Commission Minutes

- July 28, 2026, Park Commission Regular Meeting
 - o *Next Meeting: September 22, 2026*
- August 18, 2026, Planning Commission Regular Meeting
 - o *Next Meeting: September 15, 2026*

6. MAYOR ANNOUNCEMENTS (5 minutes)

7. APPEARANCES/PUBLIC COMMENT (Speakers will be allotted 3 minutes each)

This is time for people to speak to the Town Council on issues related to the Town of Yarrow Point, except those issues subject to a public hearing. Councilmembers will not respond or engage in dialogue, however, they may ask staff to research and report back on topics addressed.

7. APPEARANCES/PUBLIC COMMENT - CONTINUED

For those attending in-person, please sign-in to speak on the listing provided in Council Chambers. When invited to speak, please approach the podium, state your name, and address your topic.

*For those attending virtually, when invited to speak, please press *6 to unmute.*

8. CONSENT CALENDAR (2 minutes)

Consent agenda items are considered to be routine; the consent calendar is considered for adoption in its entirety by a single motion. There is no separate discussion of these items unless Council or staff requests the removal of an item ahead of the meeting.

8.1 Approval of Accounts:

- July Approval in the amount of \$81,188.33 plus Payroll in the amount of \$61,261.88 for a total of \$142,450.21.
- August Approval in the amount \$51,762.52 plus Payroll in the amount of \$61,818.69 for a total of \$113,581.21.

8.2 Approval of Minutes:

- Council Regular Meeting of July 14, 2026

8.3 Award of Bid: 95th Avenue NE Pathway Extension Project Rebid

8.4 Ordinance: Forged Fiber Franchise (Second Reading/Adoption)

9. REGULAR BUSINESS

9.1 Introduction: 2027 Budget Timeline/Process and Proposed Property Tax Increase (30 minutes)

9.2 Amend 2026 Planning Commission Work Plan (10 minutes)

9.3 Discussion: Fiber Franchise Agreements (10 Minutes)

10. MAYOR'S REPORT/OLD BUSINESS (10 minutes)

11. COUNCIL ROUNDTABLE AND REQUESTS FOR FUTURE AGENDA ITEMS (10 minutes)

12. APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY)

This is a second opportunity for individuals to address the Town Council; same parameters apply.

13. EXECUTIVE SESSION (IF ANY)

14. ADJOURNMENT



Town Council Regular Meeting
Tuesday, September 8, 2026 @ 4:00 PM
Town Hall/Virtual
4030 95th Avenue NE
Yarrow Point, WA 98004

Next regular Town Council Meeting: October 13, 2026, at 4:00 pm.

STAFF REPORTS

- 5.1 Quarterly Reports: 2026 Q2 Financial Report (Jan-Jun)
- 5.2 Clyde Hill Police Reports – July and August 2026
- 5.3 Bellevue Fire and EMS Report – July 2026
- 5.4 Commission Minutes
 - July 28, 2026, Park Commission Regular Meeting
 - *Next Meeting: September 22, 2026*
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MEMORANDUM

TO: Yarrow Point Town Council
FROM: Elizabeth M. Adkisson, Clerk-Treasurer
DATE: September 8, 2026
SUBJECT: Report: 2026 Q2 Financial Report

RECOMMENDED ACTION

Receive the 2026 Second Quarter Financial Report; provide questions and feedback to the Mayor and Staff regarding trends and analysis.

BACKGROUND/HISTORY

Reporting

In accordance with RCW 35.33.141¹, quarterly financial reports are to be provided to the legislative body for their review of expenditures during the preceding reporting period.

The 2026 Budget was adopted through Ordinance No. 777² on December 9, 2025, and subsequently amended on January 13, 2026, through Ordinance No. 781³. As the Town Council adopts the budget at the fund level, quarterly reports are presented reflecting appropriations at the fund level, as well.

Previously, the Town Council received reports produced from the Town's financial software, including the fund-level summary comparing the adopted budget to actual expenditures, the difference between the two numbers (balance) and the percentage of funds received or expended (variance). In addition, Council reviews all expenditures in detail each month, through the presentation of the payables and payroll report.

As reconciliation of transactions relies on receiving:

- detailed reports from numerous agencies,
- the thorough review and assignment of each transaction to the intended account(s),
- and an analysis of the expected outcomes,

these quarterly reports are typically provided no sooner than one month after the closing of the period, at the subsequent Town Council Regular Meeting.

The 2026 First Quarter Financial Report was provided on June 5, 2026. Due to the fluctuation and transition of staffing during the first half of 2026, it was noted that there were numerous revenue transactions for which reconciliation had not been fully completed. This delayed the presentation of complete reporting for the period.

¹ RCW 35.33.141 - <https://app.leg.wa.gov/RCW/default.aspx?cite=35.33.141>

² Ordinance 777 - <https://portal.laserfiche.com/Portal/DocView.aspx?id=26181&repo=r-b879d10c>

³ Ordinance 781 - <https://portal.laserfiche.com/Portal/DocView.aspx?id=26678&repo=r-b879d10c>

Banking and Investments

The Town of Yarrow Point utilizes Banner Bank for general Checking and Savings accounts, and the Local Government Investment Pool (LGIP) for investments. The Mayor and Staff monitor these accounts to maintain balance levels for day-to-day transactions, as well as the opportunity to invest additional funds into the LGIP, to maximize the opportunity to earn interest.

DISCUSSION/ANALYSIS

The 2026 Second Quarter Financial Report includes the budget to actuals position of the Town from January 1, through June 30, 2026. In addition to the traditional reporting, staff have prepared a fund-level report based off the amended budget, as well as including a comparison to the 2025 budget position through June. As a reminder:

- the adopted budget does not include beginning fund balances, and these are not reflected in the quarterly reports;
- transfers from one fund to another (Transfers In/Out) can be completed by staff at any time during the year; and
- Fund 001 includes General Fund (001), Reserve (005), Wetherill Nature Reserve (023), and Parks and Open Spaces (040). The totals for Fund 001 include the sum of all four.

At the mid-point of the year, the expectation is to be at fifty percent of revenues received and funds expended, with some minimal variance. In addition, there is a reasonable expectation these variances will occur based on the market, unexpected one-time events, and the anticipated timing of transactions. In addition, all transfers included in the budget have been completed, and will appear as both an expenditure (transfer out) and revenue (transfer in), though the effect is net zero.

Budget to Actuals Assessment

Upon review, all funds appear to be performing as expected at the mid-point of the year.

Revenue

In general, revenues appear to be performing at a higher level than estimated for Funds 001, 101, 104, 301, and 311; and as estimated for Funds 102, 401 and 701.

Fund No.	Fund Description	%	Notes
001	General Fund (Includes 001, 005, 023, 040)	74	Excluding internal transfer to reserve (from 001 to 005)
101	Street Fund	94	
102	Transportation Benefit District	41	
104	Community Development	70	
301	Capital Improvement	108	
311	Current Year Capital:	85	
401	Stormwater Fund	44	
701	Wetherill Endowment Fund	27	Annual Campaign Q3-4 2026
TOTAL (All Funds)		77	Excluding GF Internal Transfer
TOTAL (All Funds)		60	Excluding All Transfers In

Highlights and trends include the following items:

- All transfers in have been completed for the year.
- General Fund 001: Tax and Licenses/Permits revenues are performing higher than estimated (over 60 percent). This makes up approximately 66 percent of total Fund 001 revenues. Many of these revenues are collected monthly and averages are above the estimate. If this trend continues, we anticipate ending the year with surplus revenues. We have also been made aware of a one-time \$440K deferred sales tax deposit made in July 2026. Many of these revenues are deposited directly into the LGIP to maximize our investments.
- Street Fund: revenues are performing higher than estimated, partially due to one-time grant payments, and higher heavy vehicle fees received, though we expect this to normalize throughout the remainder of the year.

Expenditures

In general, expenditures appear to be performing at a lower level than estimated for Funds 001, 101, 104, and 401; and as estimated for Funds 102, 301, 311, and 701.

Fund No.	Fund Description	%	Notes
001	General Fund (Includes 001, 005, 023, 040)	63	Excluding internal transfer to reserve (from 001 to 005)
101	Street Fund	35	
102	Transportation Benefit District	100	Represents a one-time transfer of funds to the Street Fund 101
104	Community Development	41	
301	Capital Improvement	100	Represents a one-time transfer of funds to the Street Fund 101
311	Current Year Capital	100	Represents a one-time transfer of funds to the General Fund 011 and Street Fund 101
401	Stormwater Fund	27	
701	Wetherill Endowment Fund	0	
TOTAL (All Funds)		59	<i>Excluding GF Internal Transfer</i>
TOTAL (All Funds)		38	<i>Excluding All Transfers Out</i>

Highlights and trends include the following items:

- All transfers out have been completed for the year.
- General Fund 001:
 - Law Enforcement and Fire/EMS - performing as expected. This makes up approximately 57 percent of total Fund 001 expenditures. Regular quarterly payments are made to the Cities of Clyde Hill and Bellevue, and no increases within the year are expected.
 - Executive, Legal, and General Services - performing lower than estimated. This makes up approximately 25 percent of total Fund 001 expenditures.
 - Financial and Election Services is performing higher than estimated. This makes up approximately 8 percent of total Fund expenditures. This is in part due to the added employee benefits coverage that was approved with the updates to the Personnel Policies in June, as well as staffing transitions experienced January through June 2026.

- All Capital Projects are expected to be completed in Q4 2026.

Banking and Investments Assessment

Account Summary (as of June 30, 2026):

Banner Bank - Checking	\$535,265.02
Banner Bank - Savings	\$500.39
LGIP - Investments	\$6,167,153.53
TOTAL	\$6,702,918.94

The average daily balance for the Town checking account during the period of January through June 2026 is as follows: Banner Checking: \$452,334.17.

The Town is maintaining a consistent cash balance in the checking account. The investments account continues to grow as revenues are deposited directly, which provides for maximization of interest earned.

FINANCIAL AND POLICY IMPACTS (IF ANY)

Financial

- As of June 2026, revenues and expenditures are performing as, or better than, expected. Some revenues are trending high and expenditures are trending low.

Policy

- At this time, a budget amendment is not anticipated to be needed, and interfund savings are expected to cover any additional expenses due to highlighted areas, such as staffing and benefits (as approved in the Personnel Policies).

ALTERNATIVE ACTIONS

Provide feedback to the Mayor and Staff regarding future reporting documentation and analysis.

TIME CONSTRAINTS AND NEXT STEPS (IF ANY)

The 2026 Third Quarter Financial Report is scheduled to be presented at the November Council Meeting. A regular cadence for 2027 quarterly reporting is scheduled, as follows:

- February⁴ – 2026 Fourth Quarter (January – December).
- May – 2027 First Quarter (January – March).
- September⁵ – 2027 Second Quarter (January – June).
- November – 2027 Third Quarter (January – September).

The Mayor and Staff will continue to adjust the reports and analysis based on feedback and to best reflect the current budget status and trends tracking.

In addition, upon review of the current reconciliation of transactions, several accounting adjustments will be needed to correctly account for items entered during staffing transitions.

⁴ This report may be presented in March, as 2026 year-end data may not be available by February.

⁵ The Town Council does not hold a regular meeting in the month of August.

The adjustments will mostly occur within funds and have little to no effect on the budget positions analyzed in this report. This internal review is anticipated to be completed by the end of September.

ATTACHMENTS

1. 2026 Q2 - Budget to Actuals - Fund Level (Ord 781)
2. 2026 Q2 - Budget to Actuals – Fund (Caselle)
3. 2026 Q2 – 2025 to 2026 Budget to Actuals Comparison (Caselle)

2026 Second Quarter Financial Report (Budget - Actuals - Variance) for January-June

Fund	Revenue & Other Resources			Expenditures & Other Uses			NOTES
	BUDGET	ACTUAL	Variance (%)	BUDGET	ACTUAL	Variance (%)	
001 - General Fund	\$3,030,357	\$2,238,593	74%	\$2,934,465	\$1,845,427	63%	GF 001 includes: 001, 005 (Reserve), 023 (Wetherill), and 040 (Parks & OS). Internal Expenditure: Transfer from 001 (GF) to 005 (Reserve) - \$1M.
101 - Street Fund	\$444,778	\$419,440	94%	\$667,552	\$236,571	35%	
102 - Transportation Benefit District	\$72,000	\$29,571	41%	\$72,000	\$72,000	100%	Expenditure: Transfer to 101 (Street Fund) - 72K
104 - Community Development	\$270,900	\$190,622	70%	\$514,272	\$211,969	41%	
301 - Capital Improvement Fund	\$371,000	\$400,176	108%	\$45,000	\$45,000	100%	Expenditure: Transfer to 101 (Street Fund) - \$45K Expenditure: Transfer to 101 (Street Fund) - \$63K; Transfer to 001 (General Fund) - \$261,945
311 - Current Year Capital Fund	\$7,700	\$6,580	85%	\$324,945	\$326,513	100%	
401 - Stormwater Fund	\$192,952	\$84,703	44%	\$180,950	\$48,737	27%	
701 - Wetherill Endowment Fund	\$2,200	\$594	27%	\$2,200	\$0	0%	
Total	\$4,391,887	\$3,370,279	77%	\$4,741,384	\$2,786,217	59%	Including Fund Transfers (\$1,441,945)
<i>Total w/o Internal Transfers</i>	<i>\$3,211,887</i>	<i>\$1,928,334</i>	<i>60%</i>	<i>\$3,561,384</i>	<i>\$1,344,272</i>	<i>38%</i>	<i>Excluding Fund Transfers (\$1,441,945)</i>

Account Number	Account Title	06/2026 Current year Actual	2026 Current year Budget	Remaining	Percentage
GENERAL FUND #001					
GENERAL FUND #001 Revenue Total:		1,160,249	1,821,257	661,008	64%
GENERAL FUND #001 Expenditure Total:		1,836,458	2,804,966	968,508	65%
Total GENERAL FUND #001:		-676,209	-983,709	-307,500	69%
Fund: 005					
Fund: 005 Revenue Total:		1,000,000	1,020,400	20,400	98%
Total Fund: 005:		1,000,000	1,020,400	20,400	98%
WETHERILL NAT PRES. FUND #023					
WETHERILL NAT PRES. FUND #023 Revenue Total:		16,944	63,200	46,256	27%
WETHERILL NAT PRES. FUND #023 Expenditure Total:		8,265	65,500	57,235	13%
Total WETHERILL NAT PRES. FUND #023:		8,679	-2,300	-10,979	-377%
PARKS AND OPEN SPACE FUND #040					
PARKS AND OPEN SPACE FUND #040 Revenue Total:		61,400	125,500	64,100	49%
PARKS AND OPEN SPACE FUND #040 Expenditure Total:		704	64,000	63,296	1%
Total PARKS AND OPEN SPACE FUND #040:		60,696	61,500	804	99%
STREET FUND #101					
STREET FUND #101 Revenue Total:		419,440	444,778	25,338	94%
STREET FUND #101 Expenditure Total:		236,571	667,552	430,981	35%
Total STREET FUND #101:		182,869	-222,774	-405,643	-82%

Fund: 102

Account Number	Account Title	06/2026 Current year Actual	2026 Current year Budget	Remaining	Percentage
Fund: 102 Revenue Total:		29,571	72,000	42,429	41%
Fund: 102 Expenditure Total:		72,000	72,000		100%
Total Fund: 102:		-42,429		42,429	0%
COMMUNITY DEVELOPMNT FUND #104					
COMMUNITY DEVELOPMNT FUND #104 Revenue Total:		190,622	270,900	80,278	70%
COMMUNITY DEVELOPMNT FUND #104 Expenditure Total:		211,969	514,272	302,303	41%
Total COMMUNITY DEVELOPMNT FUND #104:		-21,347	-243,372	-222,025	9%
CAPITAL IMPROVEMNT I FUND #301					
CAPITAL IMPROVEMNT I FUND #301 Revenue Total:		400,176	371,000	-29,176	108%
CAPITAL IMPROVEMNT I FUND #301 Expenditure Total:		45,000	45,000		100%
Total CAPITAL IMPROVEMNT I FUND #301:		355,176	326,000	-29,176	109%
CURRENT YEAR CAPITAL FUND #311					
CURRENT YEAR CAPITAL FUND #311 Revenue Total:		6,580	7,700	1,120	85%
CURRENT YEAR CAPITAL FUND #311 Expenditure Total:		326,513	324,945	-1,568	100%
Total CURRENT YEAR CAPITAL FUND #311:		-319,933	-317,245	2,688	101%
STORMWATER FUND #401					
STORMWATER FUND #401 Revenue Total:		84,703	192,952	108,249	44%
STORMWATER FUND #401 Expenditure Total:		48,737	180,949	132,212	27%
Total STORMWATER FUND #401:		35,966	12,003	-23,963	300%

Account Number	Account Title	06/2026 Current year Actual	2026 Current year Budget	Remaining	Percentage
AGENCY REMITTANCE FUND #631					
	AGENCY REMITTANCE FUND #631 Revenue Total:	308		-308	0%
	Total AGENCY REMITTANCE FUND #631:	308		-308	0%
WETHERILL ENDOWMENT FUND #701					
	WETHERILL ENDOWMENT FUND #701 Revenue Total:	594	2,200	1,606	27%
	WETHERILL ENDOWMENT FUND #701 Expenditure Total:		2,200	2,200	0%
	Total WETHERILL ENDOWMENT FUND #701:	594		-594	0%
	Grand Totals:	584,371	-349,497	-933,868	-167%

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Percentage	06/2026 Current year Actual	2026 Current year Budget	Percentage
GENERAL FUND #001							
	GENERAL FUND #001 Revenue Total:	938,395	1,468,064	64%	1,160,249	1,821,257	64%
	GENERAL FUND #001 Expenditure Total:	906,925	1,737,426	52%	1,836,458	2,804,966	65%
	Total GENERAL FUND #001:	31,470	-269,362	-12%	-676,209	-983,709	69%
Fund: 005							
	Fund: 005 Revenue Total:			0%	1,000,000	1,020,400	98%
	Total Fund: 005:			0%	1,000,000	1,020,400	98%
WETHERILL NAT PRES. FUND #023							
	WETHERILL NAT PRES. FUND #023 Revenue Total:	40,275	77,800	52%	16,944	63,200	27%
	WETHERILL NAT PRES. FUND #023 Expenditure Total:	7,866	90,250	9%	8,265	65,500	13%
	Total WETHERILL NAT PRES. FUND #023:	32,409	-12,450	-260%	8,679	-2,300	-377%
PARKS AND OPEN SPACE FUND #040							
	PARKS AND OPEN SPACE FUND #040 Revenue Total:	182,278	188,000	97%	61,400	125,500	49%
	PARKS AND OPEN SPACE FUND #040 Expenditure Total:	114,569	195,000	59%	704	64,000	1%
	Total PARKS AND OPEN SPACE FUND #040:	67,709	-7,000	-967%	60,696	61,500	99%
STREET FUND #101							
	STREET FUND #101 Revenue Total:	50,290	669,930	8%	419,440	444,778	94%
	STREET FUND #101 Expenditure Total:	169,009	965,811	17%	236,571	667,552	35%
	Total STREET FUND #101:	-118,719	-295,881	40%	182,869	-222,774	-82%

Fund: 102

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Percentage	06/2026 Current year Actual	2026 Current year Budget	Percentage
Fund: 102 Revenue Total:		6,291	26,000	24%	29,571	72,000	41%
Fund: 102 Expenditure Total:			26,000	0%	72,000	72,000	100%
Total Fund: 102:		6,291		0%	-42,429		0%
COMMUNITY DEVELOPMNT FUND #104							
COMMUNITY DEVELOPMNT FUND #104 Revenue Total:		301,550	513,175	59%	190,622	270,900	70%
COMMUNITY DEVELOPMNT FUND #104 Expenditure Total:		174,547	599,933	29%	211,969	514,272	41%
Total COMMUNITY DEVELOPMNT FUND #104:		127,003	-86,758	-146%	-21,347	-243,372	9%
CAPITAL IMPROVEMNT I FUND #301							
CAPITAL IMPROVEMNT I FUND #301 Revenue Total:		138,914	310,000	45%	400,176	371,000	108%
CAPITAL IMPROVEMNT I FUND #301 Expenditure Total:				0%	45,000	45,000	100%
Total CAPITAL IMPROVEMNT I FUND #301:		138,914	310,000	45%	355,176	326,000	109%
CURRENT YEAR CAPITAL FUND #311							
CURRENT YEAR CAPITAL FUND #311 Revenue Total:		305,587	306,000	100%	6,580	7,700	85%
CURRENT YEAR CAPITAL FUND #311 Expenditure Total:		141,593	690,000	21%	326,513	324,945	100%
Total CURRENT YEAR CAPITAL FUND #311:		163,994	-384,000	-43%	-319,933	-317,245	101%
STORMWATER FUND #401							
STORMWATER FUND #401 Revenue Total:		91,971	194,456	47%	84,703	192,952	44%
STORMWATER FUND #401 Expenditure Total:		65,272	180,616	36%	48,737	180,949	27%
Total STORMWATER FUND #401:		26,699	13,840	193%	35,966	12,003	300%

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Percentage	06/2026 Current year Actual	2026 Current year Budget	Percentage
AGENCY REMITTANCE FUND #631							
	AGENCY REMITTANCE FUND #631 Revenue Total:	82		0%	308		0%
	Total AGENCY REMITTANCE FUND #631:	82		0%	308		0%
WETHERILL ENDOWMENT FUND #701							
	WETHERILL ENDOWMENT FUND #701 Revenue Total:	1,116	2,200	51%	594	2,200	27%
	WETHERILL ENDOWMENT FUND #701 Expenditure Total:		2,200	0%		2,200	0%
	Total WETHERILL ENDOWMENT FUND #701:	1,116		0%	594		0%
	Grand Totals:	476,968	-731,611	-65%	584,371	-349,497	-167%



Date: August 11, 2026
From: Acting Chief Dawn Hanson
Subject: July Police Staff Report

This month our training schedule consisted of our annual emergency vehicle operation driving course. The course was instructed by Sgt. Cobrea and Ofc. C. Hanson. Ofc. Jennings instructed a refresher course on deploying the Taser and OC spray. Ofc. Jennings, who taught the class, opted to be tased again for training purposes.

Acting Chief Hanson and Sgt. Humphreys attended a course on investigating stalking cases.

All officers were trained and qualified on less lethal impact munitions 40 mm launcher. The launcher enables officers to have an alternative to using deadly force on subjects who pose a substantial threat to themselves or others.

A few highlights from July:

- Officer Hanson assisted Mercer Island with his drone during a critical marine incident of a young man who had fallen off a boat during Seafair. Officer Hanson's assistance was instrumental in narrowing down the area of disappearance.
- Officers arrested a subject for domestic assault. Subject was booked into the Kirkland Jail.
- Officers participated in the Yarrow Point annual 4th of July parade. It was a huge success with an exceptional turnout. No major incidents were reported over the holiday.
- Officers responded to a no contact order violation. The subject was gone on arrival and later was involved in an eluding pursuit with Bellevue PD. The pursuit was terminated. Clyde Hill PD forwarded charges for the order violation to the prosecutor.
- Officers responded to a collision where a WSDOT gator had collided with a bicyclist. To save the bicyclists' life, officers applied two tourniquets to the bicyclists injured right leg and arm. The badly injured bicyclist was transported to the hospital for treatment.
- Officers assisted with locating a missing adult. The subject was returned home safely.
- Officers assisted Bellevue PD who requested mutual aid from all surrounding agencies for a large fight downtown.

- Officer Hanson and Sgt. Cobrea had multiple drone deployments over the month to assist with locating missing subjects/suspects and even located one suspect in a tree.
- Multiple proactive Wetherill Park checks were performed for any suspicious activities.

Officers continue to be vigilant and contact e-bike riders to ensure they are following the rules of the road and RCW's as well as the self-initiated activity and assisting outside agencies as requested.

CHPD RESPONSE CALL LOG – JULY 2026

Jurisdiction

CH – Clyde Hill

KI - Kirkland

YP – Yarrow Point

HP – Hunts Point

BD – Bellevue

ME – Medina

MI – Mercer Island

BOT – Bothell

ISS - Issaquah

Priority 1-4

1 = Highest Priority

4 = Lowest Priority

Call Type

TS-MDC or T = Traffic Stop

QA = Questionable Activity (Suspicious)

Direct Patrol = Self-initiated activity

MV = Motor Vehicle

Walk Through = Security Check

TA = Traffic Accident

DV = Domestic Violence

DUI = Driving Under the Influence

CPS = Child Protection Services

Priority	Call Date/Time	Beat	Call Type
F2	7/31/2026 22:42	MI-1	Missing Adult
4	7/31/2026 21:49	CH-1	Assist
S4	7/31/2026 18:40	CH-1	Soliciting
3	7/31/2026 18:28	YP-1	Disturbance
3	7/31/2026 18:26	BD-2-2	Theft
S3	7/31/2026 18:14	YP-1	Alarm
S3	7/31/2026 16:39	CH-1	TS-MDC
S4	7/31/2026 10:43	CH-1	Animal
S3	7/31/2026 7:24	CH-1	TS-MDC
S4	7/31/2026 3:09	YP-1	Direct Patrol
4	7/30/2026 23:56	YP-1	Traffic General
S4	7/30/2026 22:36	CH-1	Direct Patrol

S3	7/30/2026 20:30	CH-1	Contact of a Person
S3	7/30/2026 20:17	CH-1	TS-MDC
4	7/30/2026 16:57	YP-1	QA
S4	7/30/2026 16:52	YP-1	Walk Through
S3	7/30/2026 16:31	CH-1	TS-MDC
S3	7/30/2026 13:54	CH-1	T
S3	7/30/2026 13:27	CH-1	Contact of a Person
S3	7/30/2026 10:57	CH-1	T
S3	7/30/2026 9:09	CH-1	T
S4	7/30/2026 9:06	YP-1	Death Report
S3	7/30/2026 2:07	ME-1	T
4	7/30/2026 0:38	CH-1	Noise Complaint
S4	7/29/2026 22:33	YP-1	Direct Patrol
S3	7/29/2026 21:47	CH-1	TS-MDC
3	7/29/2026 21:27	ME-1	Disturbance
S4	7/29/2026 19:34	CH-1	Direct Patrol
S3	7/29/2026 19:09	YP-1	TS-MDC
S3	7/29/2026 17:41	CH-1	Missing Adult
S4	7/29/2026 16:32	CH-1	Walk Through
S3	7/29/2026 16:13	CH-1	TS-MDC
S3	7/29/2026 13:31	CH-1	TS-MDC
S4	7/29/2026 12:53	CH-1	Direct Patrol
S4	7/29/2026 11:17	CH-1	Direct Patrol
S3	7/29/2026 11:14	CH-1	TS-MDC
S3	7/29/2026 10:27	CH-1	T
S3	7/29/2026 10:06	CH-1	T
S4	7/29/2026 9:26	CH-1	Assist
4	7/29/2026 8:52	CH-1	Follow Up
S4	7/29/2026 8:42	CH-1	Follow Up
S4	7/29/2026 7:05	YP-1	Walk Through
S3	7/29/2026 6:38	CH-1	T
S4	7/29/2026 6:38	CH-1	Direct Patrol
3	7/29/2026 6:08	CH-1	Juvenile
S3	7/29/2026 4:17	BD-4-2	MV Prowl
3	7/29/2026 0:17	BD-1-2	Theft
S3	7/28/2026 23:41	BD-2-2	MV Theft
S3	7/28/2026 23:37	ME-1	Alarm
F2	7/28/2026 22:40		Fire Assist
S3	7/28/2026 22:00	ME-1	TS-MDC
S4	7/28/2026 21:55	CH-1	Area Check
4	7/28/2026 18:56	BD-1-2	Welfare Check
S4	7/28/2026 14:30	YP-1	Area Check
S3	7/28/2026 12:54	CH-1	TS-MDC

S3	7/28/2026 10:22	CH-1	TS-MDC
S3	7/28/2026 10:05	CH-1	TS-MDC
S4	7/28/2026 9:53	CH-1	Traffic Abandon
S3	7/28/2026 0:45	CH-1	TS-MDC
S4	7/27/2026 23:31	CH-1	Direct Patrol
3	7/27/2026 11:50	CH-1	Alarm
S3	7/27/2026 10:53	CH-1	TS-MDC
S4	7/27/2026 10:04	YP-1	E911 - Phase 2
S4	7/27/2026 9:36	CH-1	Direct Patrol
S4	7/27/2026 9:32	CH-1	Direct Patrol
S3	7/27/2026 9:28	CH-1	TS-MDC
S4	7/27/2026 2:07	YP-1	Direct Patrol
4	7/26/2026 22:38	YP-1	Noise Complaint
S3	7/26/2026 20:01	BD-3-2	Assist
S4	7/26/2026 19:39	KI-2	Welfare Check
4	7/26/2026 17:14	CH-1	Follow Up
S3	7/26/2026 15:26	CH-1	Found Property
S4	7/26/2026 8:33	CH-1	Walk Through
S3	7/26/2026 8:03	CH-1	TS-MDC
S4	7/26/2026 5:30	CH-1	Traffic Abandon
S4	7/26/2026 5:20	CH-1	Traffic Abandon
S3	7/26/2026 0:51	CH-1	T
S3	7/26/2026 0:42	CH-1	TS-MDC
S3	7/25/2026 23:49	CH-1	TS-MDC
4	7/25/2026 23:12	YP-1	Traffic General
S3	7/25/2026 22:50	CH-1	TS-MDC
S4	7/25/2026 22:30	CH-1	Direct Patrol
S4	7/25/2026 21:03	CH-1	Direct Patrol
S3	7/25/2026 20:12	BD-1-2	TS-MDC
4	7/25/2026 19:48	YP-1	Traffic General
S3	7/25/2026 19:37	CH-1	TS-MDC
S3	7/25/2026 19:35	CH-1	TS-MDC
S4	7/25/2026 19:18	YP-1	Direct Patrol
S3	7/25/2026 19:16	CH-1	TS-MDC
S3	7/25/2026 18:50	CH-1	TS-MDC
S3	7/25/2026 18:24	CH-1	TS-MDC
S4	7/25/2026 18:22	CH-1	Traffic Abandon
S3	7/25/2026 18:18	CH-1	T
S3	7/25/2026 15:32	CH-1	QA
3	7/25/2026 10:54	YP-1	Disturbance
S3	7/25/2026 10:11	CH-1	Contact of a Person
S4	7/25/2026 5:33	CH-1	Direct Patrol
S3	7/25/2026 0:31	CH-1	TS-MDC

3	7/24/2026 21:42	ME-1	Marine Incident
3	7/24/2026 20:57	CH-1	Alarm
F2	7/24/2026 19:20	BD-2-1	Marine Incident
S4	7/24/2026 18:35	CH-1	Soliciting
S3	7/24/2026 17:35	CH-1	TS-MDC
S4	7/24/2026 17:31	CH-1	Theft
S4	7/24/2026 17:04	YP-1	Missing Adult
S4	7/24/2026 15:35	CH-1	Other
S3	7/24/2026 14:46	CH-1	TS-MDC
S4	7/24/2026 13:52	YP-1	Direct Patrol
S3	7/24/2026 11:28	CH-1	TS-MDC
S3	7/24/2026 11:01	CH-1	TS-MDC
S4	7/24/2026 9:50	CH-1	QA
S4	7/24/2026 9:33	CH-1	Direct Patrol
S4	7/24/2026 5:13	CH-1	Direct Patrol
3	7/24/2026 2:25	BD-2-2	Assist
S4	7/24/2026 1:23	BD-5-2	Follow Up
S3	7/23/2026 22:57	CH-1	Open Door
S1	7/23/2026 22:53	BOT-1	Noise Complaint
S3	7/23/2026 22:52	CH-1	Open Door
S4	7/23/2026 22:49	CH-1	Direct Patrol
S3	7/23/2026 20:54	YP-1	TS-MDC
S3	7/23/2026 20:30	CH-1	TS-MDC
S4	7/23/2026 17:58	CH-1	Direct Patrol
4	7/23/2026 14:28	CH-1	E911 - Phase 2
S4	7/23/2026 14:25	CH-1	MV Prowl
3	7/23/2026 14:15	YP-1	Traffic General
S4	7/23/2026 13:35	CH-1	Soliciting
S4	7/23/2026 12:54	CH-1	Community Policing
S3	7/23/2026 11:24	CH-1	TS-MDC
S4	7/23/2026 10:40	CH-1	E911 - Phase 2
S3	7/23/2026 7:43	CH-1	TS-MDC
S1	7/22/2026 22:45	BD-1-1	QA
3	7/22/2026 20:53	CH-1	Area Check
S3	7/22/2026 18:44	CH-1	TS-MDC
4	7/22/2026 18:14	YP-1	Traffic General
S3	7/22/2026 17:27	BOTCH--2	Contact of a Person
S4	7/22/2026 15:39	CH-1	Area Check
S4	7/22/2026 15:11	YP-1	Area Check
S3	7/22/2026 3:07	ME-1	Contact of a Person
S3	7/21/2026 23:39	ME-1	Warrants
S3	7/21/2026 22:52	CH-1	TS-MDC
S4	7/21/2026 22:38	YP-1	Direct Patrol

S3	7/21/2026 22:16	CH-1	T
S4	7/21/2026 21:30	CH-1	Direct Patrol
4	7/21/2026 20:43	YP-1	Traffic General
3	7/21/2026 19:22	YP-1	Traffic General
4	7/21/2026 17:38	YP-1	Follow Up
4	7/21/2026 17:17	YP-1	Assist
S4	7/21/2026 16:39	CH-1	Direct Patrol
S3	7/21/2026 14:53	CH-1	TS-MDC
S4	7/21/2026 14:10	YP-1	Direct Patrol
S4	7/21/2026 12:11	YP-1	Direct Patrol
S3	7/21/2026 10:15	CH-1	Contact of a Person
4	7/21/2026 9:33	CH-1	Welfare Check
4	7/21/2026 8:59	CH-1	Welfare Check
S4	7/21/2026 2:29	CH-1	Direct Patrol
S3	7/20/2026 23:14	CH-1	Contact of a Person
S4	7/20/2026 23:02	YP-1	Direct Patrol
S3	7/20/2026 21:38	CH-1	TS-MDC
S4	7/20/2026 21:13	CH-1	Assist
S3	7/20/2026 20:47	ME-1	TS-MDC
S3	7/20/2026 20:45	ME-1	TS-MDC
S3	7/20/2026 20:29	CH-1	T
S4	7/20/2026 20:07	YP-1	Animal
S3	7/20/2026 19:51	CH-1	TS-MDC
S3	7/20/2026 16:58	CH-1	TS-MDC
S3	7/20/2026 16:00	CH-1	TS-MDC
S3	7/20/2026 15:58	CH-1	TS-MDC
S3	7/20/2026 15:50	CH-1	TS-MDC
S3	7/20/2026 15:22	CH-1	Contact of a Person
S3	7/20/2026 14:58	CH-1	TS-MDC
S4	7/20/2026 13:25	CH-1	Assist
4	7/20/2026 13:19	CH-1	E911 - Phase 2
S4	7/20/2026 13:08	YP-1	Traffic General
S4	7/20/2026 12:41	YP-1	Walk Through
S4	7/20/2026 12:02	CH-1	Follow Up
S4	7/20/2026 11:00	CH-1	Direct Patrol
S4	7/20/2026 10:50	CH-1	Direct Patrol
S3	7/20/2026 3:56	BD-3-2	Prowler
S3	7/20/2026 3:43	CH-1	Contact of a Person
S1	7/20/2026 3:31	BD-2-1	DV
3	7/19/2026 20:42	ME-1	DV
S3	7/19/2026 19:31	ME-1	TS-MDC
3	7/19/2026 19:26	CH-1	Assist
4	7/19/2026 17:54	CH-1	Traffic General

S1	7/19/2026 17:27	BD-4-2	Burglary
3	7/19/2026 16:15	ME-1	Hit & Run
F0	7/19/2026 12:32	CH-1	Fire Assist
S4	7/19/2026 11:51	CH-1	Assist
S4	7/19/2026 5:44	CH-1	Direct Patrol
S3	7/19/2026 2:33	CH-1	Assist
S4	7/19/2026 2:17	CH-1	Direct Patrol
S3	7/19/2026 1:18	CH-1	TS-MDC
S3	7/19/2026 0:36	BD-1-2	T
4	7/19/2026 0:18	CH-1	Noise Complaint
S3	7/19/2026 0:05	CH-1	TS-MDC
4	7/18/2026 23:30	YP-1	Traffic General
S4	7/18/2026 21:46	ME-1	Trespass
4	7/18/2026 19:35	CH-1	Assist
S3	7/18/2026 17:33	B-4	TA
S3	7/18/2026 12:03	CH-1	T
S3	7/18/2026 3:01	ME-1	TS-MDC
S3	7/18/2026 1:02	CH-1	TS-MDC
S3	7/18/2026 0:20	CH-1	TS-MDC
S3	7/18/2026 0:11	CH-1	TS-MDC
S3	7/17/2026 23:34	CH-1	T
3	7/17/2026 23:08	CH-1	Alarm
4	7/17/2026 22:42	ME-1	Trespass
S3	7/17/2026 21:01	CH-1	T
3	7/17/2026 20:41	CH-1	T
S3	7/17/2026 19:57	YP-1	Warrants
S4	7/17/2026 19:31	BD-1-2	Assist
S3	7/17/2026 19:06	CH-1	TS-MDC
S4	7/17/2026 14:45	CH-1	Direct Patrol
4	7/17/2026 12:15	CH-1	Follow Up
4	7/17/2026 11:53	CH-1	Follow Up
4	7/17/2026 10:52	YP-1	Traffic Abandon
4	7/17/2026 10:39	HP-1	Welfare Check
3	7/17/2026 0:27	CH-1	Trespass
4	7/16/2026 22:49	ME-1	Trespass
3	7/16/2026 22:45	YP-1	Traffic General
S4	7/16/2026 22:37	YP-1	Direct Patrol
4	7/16/2026 22:22	CH-1	Noise Complaint
S3	7/16/2026 21:34	YP-1	T
S4	7/16/2026 20:58	CH-1	Direct Patrol
S3	7/16/2026 19:39	CH-1	T
S4	7/16/2026 12:07	CH-1	Direct Patrol
S4	7/16/2026 11:23	CH-1	Direct Patrol

S4	7/16/2026 10:29	YP-1	Direct Patrol
S3	7/16/2026 6:37	CH-1	T
S4	7/16/2026 2:40	CH-1	Illegal Dumping
S3	7/16/2026 2:11	CH-1	Contact of a Person
S4	7/15/2026 22:30	YP-1	Direct Patrol
S3	7/15/2026 20:29	HP-1	Alarm
S4	7/15/2026 20:17	CH-1	Traffic General
S4	7/15/2026 20:13	CH-1	Direct Patrol
S4	7/15/2026 18:19	CH-1	Fraud
F3	7/15/2026 17:20	CH-1	Info - Broadcast
4	7/15/2026 12:39	YP-1	Traffic General
S4	7/15/2026 12:05	YP-1	Direct Patrol
4	7/15/2026 11:36	YP-1	E911 - Phase 2
S4	7/15/2026 10:45	CH-1	Direct Patrol
S3	7/15/2026 8:23	CH-1	T
S3	7/15/2026 8:07	CH-1	Contact of a Person
Una	7/14/2026 17:21	CH-1	<NEW CALL>
3	7/14/2026 17:15	CH-1	Alarm
5	7/14/2026 15:44	CH-1	Info - Doc - Police
4	7/14/2026 15:39	YP-1	Traffic Abandon
4	7/14/2026 14:52	YP-1	Traffic General
4	7/14/2026 14:24	YP-1	Traffic General
3	7/14/2026 13:30	ME-1	Behavioral Health
4	7/14/2026 8:20	CH-1	Animal
4	7/13/2026 23:03	YP-1	Assist
4	7/13/2026 20:35	CH-1	Noise Complaint
4	7/13/2026 19:08	YP-1	Traffic General
4	7/13/2026 16:49	CH-1	Follow Up
S4	7/13/2026 14:49	CH-1	APS
S4	7/13/2026 14:00	CH-1	Fraud
4	7/13/2026 12:32	CH-1	Follow Up
S4	7/13/2026 11:23	CH-1	Walk Through
S4	7/13/2026 11:13	CH-1	Direct Patrol
4	7/13/2026 8:25	YP-1	Follow Up
S3	7/13/2026 4:59	ME-1	TS-MDC
S3	7/13/2026 3:21	CH-1	Contact of a Person
S3	7/13/2026 2:58	CH-1	Contact of a Person
S4	7/13/2026 0:29	YP-1	Direct Patrol
S3	7/12/2026 18:26	CH-1	TS-MDC
S4	7/12/2026 17:05	YP-1	Direct Patrol
S3	7/12/2026 16:55	CH-1	Contact of a Person
S4	7/12/2026 15:50	CH-1	Direct Patrol
S4	7/12/2026 13:46	CH-1	Assist

S3	7/12/2026 12:01	BD-1-2	TS-MDC
S3	7/12/2026 11:48	ME-1	TS-MDC
S3	7/12/2026 3:54	YP-1	Contact of a Person
3	7/12/2026 3:20	BD-1-1	DUI
S3	7/12/2026 2:08	CH-1	DUI
4	7/11/2026 23:30	CH-1	Animal
S3	7/11/2026 23:09	CH-1	Alarm
S4	7/11/2026 22:52	CH-1	Fireworks Complaint
F2	7/11/2026 21:42	ME-1	Fire Assist
S3	7/11/2026 21:20	CH-1	TS-MDC
S4	7/11/2026 20:43	CH-1	Direct Patrol
S3	7/11/2026 19:40	CH-1	T
S3	7/11/2026 19:27	CH-1	Assault
S3	7/11/2026 17:58	CH-1	T
S3	7/11/2026 17:56	CH-1	TS-MDC
S3	7/11/2026 17:11	CH-1	T
S3	7/11/2026 16:51	CH-1	TS-MDC
S3	7/11/2026 16:40	CH-1	TS-MDC
S4	7/11/2026 16:05	CH-1	Direct Patrol
S3	7/11/2026 13:55	CH-1	TS-MDC
S3	7/11/2026 13:25	CH-1	TS-MDC
4	7/11/2026 12:34	YP-1	Animal
S4	7/11/2026 11:10	YP-1	Direct Patrol
S3	7/11/2026 9:47	CH-1	TS-MDC
S3	7/11/2026 9:25	CH-1	TS-MDC
S4	7/11/2026 1:35	CH-1	Direct Patrol
S3	7/10/2026 23:19	YP-1	Contact of a Person
4	7/10/2026 23:03	YP-1	Noise Complaint
S3	7/10/2026 20:25	CH-1	T
S3	7/10/2026 19:52	CH-1	TS-MDC
S3	7/10/2026 17:32	CH-1	T
S3	7/10/2026 15:49	CH-1	TS-MDC
S3	7/10/2026 14:30	YP-1	Traffic General
S4	7/10/2026 13:10	CH-1	CPS
4	7/10/2026 12:46	CH-1	E911 - Phase 2
3	7/10/2026 9:29	ME-1	Alarm
S3	7/10/2026 8:40	CH-1	Assist
S4	7/10/2026 6:04	CH-1	Direct Patrol
S4	7/10/2026 2:00	CH-1	Direct Patrol
4	7/9/2026 23:17	YP-1	Traffic General
S3	7/9/2026 21:25	ME-1	MV Prowl
S3	7/9/2026 19:37	CH-1	TS-MDC
4	7/9/2026 19:01	YP-1	QA

S3	7/9/2026 16:55	BD-2-2	Assist
4	7/9/2026 16:11	CH-1	Assist
S3	7/9/2026 14:11	ISS-1	TA
S4	7/9/2026 8:00	CH-1	Direct Patrol
S4	7/9/2026 7:57	CH-1	Direct Patrol
S3	7/9/2026 1:18	CH-1	TS-MDC
S4	7/9/2026 1:05	CH-1	Direct Patrol
4	7/8/2026 23:40	YP-1	Juvenile
4	7/8/2026 20:10	CH-1	Noise Complaint
S4	7/8/2026 18:01	CH-1	Area Check
S3	7/8/2026 17:45	CH-1	TS-MDC
S3	7/8/2026 17:07	YP-1	Found Property
S3	7/8/2026 15:45	CH-1	TS-MDC
S3	7/8/2026 15:39	CH-1	TS-MDC
S3	7/8/2026 14:13	CH-1	TS-MDC
4	7/8/2026 13:01	YP-1	Follow Up
F2	7/8/2026 10:41	YP-1	Fire Assist
S4	7/8/2026 8:49	CH-1	Direct Patrol
S3	7/8/2026 7:23	CH-1	TS-MDC
4	7/8/2026 6:14	CH-1	Assist
S3	7/8/2026 5:50	BD-1-2	T
S4	7/7/2026 23:16	CH-1	Direct Patrol
S3	7/7/2026 23:06	CH-1	Contact of a Person
S4	7/7/2026 22:44	YP-1	Direct Patrol
S3	7/7/2026 19:55	ME-1	TS-MDC
4	7/7/2026 19:55	YP-1	Assist
S3	7/7/2026 19:14	CH-1	TS-MDC
S4	7/7/2026 16:01	CH-1	QA
S4	7/7/2026 15:55	CH-1	Assist
S3	7/7/2026 15:50	CH-1	TS-MDC
S3	7/7/2026 12:13	CH-1	Contact of a Person
S4	7/7/2026 11:14	CH-1	Walk Through
S4	7/7/2026 8:51	CH-1	Direct Patrol
4	7/7/2026 7:53	CH-1	E911 - Phase 2
S4	7/7/2026 6:48	YP-1	Direct Patrol
S4	7/7/2026 6:06	CH-1	Direct Patrol
S3	7/7/2026 1:41	ME-1	TS-MDC
S4	7/6/2026 23:02	YP-1	Direct Patrol
S3	7/6/2026 22:50	BD-1-2	TS-MDC
3	7/6/2026 21:16	CH-1	QA
S3	7/6/2026 19:53	CH-1	TS-MDC
S4	7/6/2026 19:49	CH-1	Direct Patrol
S3	7/6/2026 19:39	CH-1	TS-MDC

S3	7/6/2026 19:25	HP-1	TS-MDC
3	7/6/2026 19:10	YP-1	Area Check
4	7/6/2026 16:33	CH-1	Civil
S4	7/6/2026 15:28	YP-1	Direct Patrol
4	7/6/2026 13:22	CH-1	Traffic General
S4	7/6/2026 12:08	CH-1	Walk Through
S4	7/6/2026 10:20	CH-1	Off Duty Detail
S4	7/6/2026 10:15	YP-1	Walk Through
S4	7/6/2026 9:51	CH-1	Direct Patrol
4	7/6/2026 7:41	CH-1	Assist
S3	7/6/2026 6:29	CH-1	TS-MDC
S3	7/6/2026 4:15	BD-2-2	QA
S4	7/6/2026 2:57	CH-1	Direct Patrol
S3	7/6/2026 1:19	YP-1	TS-MDC
S3	7/6/2026 1:15	CH-1	TS-MDC
S4	7/5/2026 20:58	CH-1	Direct Patrol
S4	7/5/2026 20:56	CH-1	Direct Patrol
S4	7/5/2026 20:55	CH-1	Direct Patrol
S4	7/5/2026 20:54	CH-1	Direct Patrol
S4	7/5/2026 20:53	CH-1	Direct Patrol
S4	7/5/2026 20:53	CH-1	Direct Patrol
S3	7/5/2026 20:20	ME-1	TS-MDC
S3	7/5/2026 18:22	ME-1	TS-MDC
S3	7/5/2026 18:11	CH-1	TS-MDC
S3	7/5/2026 14:14	CH-1	TS-MDC
3	7/5/2026 13:51	CH-1	Violation of Order
1	7/5/2026 5:05	BOT-4	Burglary
S4	7/5/2026 3:49	CH-1	Direct Patrol
S4	7/5/2026 3:48	CH-1	Direct Patrol
S4	7/5/2026 3:47	CH-1	Direct Patrol
S4	7/5/2026 3:45	CH-1	Direct Patrol
S4	7/5/2026 3:45	CH-1	Direct Patrol
S4	7/5/2026 3:44	CH-1	Direct Patrol
S3	7/5/2026 2:59	ME-1	T
S3	7/4/2026 23:48	CH-1	T
3	7/4/2026 23:01	YP-1	Area Check
4	7/4/2026 22:40	CH-1	Fireworks Complaint
3	7/4/2026 22:35	CH-1	Traffic General
4	7/4/2026 22:29	CH-1	Fireworks Complaint
3	7/4/2026 22:04	BD-1-2	Disturbance
S4	7/4/2026 21:16	CH-1	Direct Patrol
S3	7/4/2026 20:30	CH-1	TS-MDC
4	7/4/2026 19:36	CH-1	Follow Up

4	7/4/2026 19:19	CH-1	Fire Assist
F5	7/4/2026 18:59	HP-1	Fireworks Complaint
S4	7/4/2026 18:14	CH-1	Assist
S4	7/4/2026 18:12	CH-1	Direct Patrol
S4	7/4/2026 18:10	CH-1	Direct Patrol
S4	7/4/2026 18:08	CH-1	Direct Patrol
4	7/4/2026 16:02	YP-1	Fireworks Complaint
4	7/4/2026 14:47	CH-1	Follow Up
S3	7/4/2026 12:22	ME-1	Theft
CVA	7/4/2026 10:44	CH-1	QA
4	7/4/2026 9:57	YP-1	Traffic General
4	7/4/2026 9:54	CH-1	Assist
S4	7/4/2026 6:59	CH-1	Direct Patrol
S3	7/4/2026 4:41	CH-1	T
S3	7/4/2026 4:20	CH-1	TS-MDC
S4	7/4/2026 3:49	CH-1	Direct Patrol
S4	7/4/2026 3:48	CH-1	Direct Patrol
S4	7/4/2026 3:47	CH-1	Direct Patrol
S4	7/4/2026 3:45	CH-1	Direct Patrol
S4	7/4/2026 3:45	CH-1	Direct Patrol
S3	7/4/2026 2:20	YP-1	QA
S4	7/4/2026 0:25	YP-1	Noise Complaint
S3	7/3/2026 22:59	ME-1	DUI
S3	7/3/2026 22:00	CH-1	DV
3	7/3/2026 19:47	CH-1	Alarm
S4	7/3/2026 17:39	CH-1	Direct Patrol
S4	7/3/2026 16:11	CH-1	Direct Patrol
S4	7/3/2026 16:09	CH-1	Direct Patrol
3	7/3/2026 15:19	YP-1	Traffic General
S4	7/3/2026 14:40	CH-1	Direct Patrol
S3	7/3/2026 13:58	HP-1	TS-MDC
S3	7/3/2026 13:48	CH-1	T
S3	7/3/2026 13:23	CH-1	TS-MDC
S4	7/3/2026 11:55	CH-1	Direct Patrol
S4	7/3/2026 7:03	CH-1	Direct Patrol
S4	7/3/2026 7:02	CH-1	Direct Patrol
S3	7/3/2026 3:24	YP-1	Contact of a Person
S3	7/3/2026 0:01	ME-1	DUI
S3	7/2/2026 23:13	CH-1	TS-MDC
S4	7/2/2026 23:11	ME-1	QA
S4	7/2/2026 22:30	YP-1	Direct Patrol
S3	7/2/2026 21:16	CH-1	T
S4	7/2/2026 19:43	CH-1	Direct Patrol

S3	7/2/2026 19:22	CH-1	Contact of a Person
S3	7/2/2026 19:15	CH-1	TS-MDC
S3	7/2/2026 19:08	CH-1	T
S3	7/2/2026 18:58	CH-1	TS-MDC
S4	7/2/2026 18:10	CH-1	Direct Patrol
S4	7/2/2026 16:30	CH-1	Direct Patrol
S4	7/2/2026 16:02	CH-1	QA
S4	7/2/2026 14:28	CH-1	Follow Up
S4	7/2/2026 13:27	CH-1	Walk Through
S3	7/2/2026 12:46	CH-1	Contact of a Person
S3	7/2/2026 11:05	HP-1	TS-MDC
S3	7/2/2026 10:44	CH-1	Contact of a Person
S4	7/2/2026 10:33	CH-1	Direct Patrol
S4	7/2/2026 10:07	YP-1	Direct Patrol
S3	7/2/2026 9:47	YP-1	TS-MDC
S4	7/2/2026 8:11	CH-1	Direct Patrol
S4	7/2/2026 5:02	YP-1	Direct Patrol
S4	7/2/2026 1:18	CH-1	Direct Patrol
4	7/1/2026 23:02	YP-1	Fireworks Complaint
4	7/1/2026 22:44	YP-1	Noise Complaint
4	7/1/2026 21:57	CH-1	Noise Complaint
S3	7/1/2026 20:57	CH-1	Contact of a Person
3	7/1/2026 16:01	CH-1	Burglary
S4	7/1/2026 15:53	CH-1	Theft
S4	7/1/2026 15:51	YP-1	Walk Through
F6	7/1/2026 13:11	BD-2-1	Suicide
S4	7/1/2026 12:42	CH-1	Traffic General
S4	7/1/2026 12:08	CH-1	Direct Patrol
S4	7/1/2026 6:11	CH-1	Direct Patrol
S4	7/1/2026 6:01	CH-1	Direct Patrol
S4	7/1/2026 5:58	CH-1	Direct Patrol
S3	7/1/2026 5:51	ME-1	T
S4	7/1/2026 2:53	CH-1	Direct Patrol
S4	7/1/2026 2:50	CH-1	Direct Patrol
3	7/1/2026 1:56	BD-3-2	DUI
S4	7/1/2026 0:12	CH-1	Direct Patrol
S4	7/1/2026 0:10	CH-1	Direct Patrol

CATEGORY	CLYDE HILL POLICE DEPARTMENT January-July 2026					
	July 2025	July 2026	% Change	YTD 2025	YTD 2026	% Change
CALLS FOR SERVICE	368	347	-5.71%	2394	1565	-34.63%
GENERAL REPORTS	24	11	-54.17%	142	112	-21.13%
SUPPLEMENTAL REPORTS	6	2	-66.67%	30	41	36.67%
TRAFFIC STOPS	126	133	5.56%	1144	1013	-11.45%
TRAFFIC COLLISION REPORTS	3	0	-100.00%	7	5	-28.57%
INFRACTIONS	38	8	-78.95%	333	212	-36.34%
FELONY ARRESTS - includes referral to Superior Court	0	0	0.00%	5	2	-60.00%
DUI ARRESTS	0	0	0.00%	4	3	-25.00%
MISDEMEANOR ARRESTS (non-DUI)	3	8	166.67%	38	42	10.53%
WARRANT ARRESTS	0	0	0.00%	9	3	-66.67%
RESPONSE TIME (DISPATCH TO ARRIVAL) mm:ss	05:34	04:42	-15.52%	06:13	04:33	-26.86%



Date: September 8, 2026
From: Acting Chief Dawn Hanson
Subject: August Police Staff Report

Training during the month of August consisted of our quarterly defensive tactics training, instructed by Ofc. Donchez and Ofc. Hansen, with a focus on apprehension and cuffing positions, a domestic violence course focused on stalking behaviors instructed by Washington Criminal Justice Training Center, and Sgt. Cobrea attended his refresher for field sobriety testing, instructed by Washington State Patrol.

A few highlights from August:

- During the month of August, we handled 439 calls for service, including a death report in Yarrow Point, a couple hit and run traffic accidents, a domestic violence dispute, several welfare checks, and several partner agency assists which included unmanned aerial system (UAS – DRONE) deployments.
- Emphasis on traffic speed enforcement and education.
- We applied for grant funds for King County Target Zero program. The funds applied for are for specific traffic enforcement in Clyde Hill and Yarrow Point. If awards, the funds can be used for DUI, speed, distracted driving, and seatbelt enforcement. These are great opportunities to be more visible and enforce targeted traffic issues. Grant status is pending.
- We continue to contact E-bike riders and educate them on rules of the road and riding responsibilities
- Multiple proactive Wetherill Park checks were performed for any suspicious activities.
- Proactive policing will continue with a strong focus on traffic enforcement, along with notifications pushed out on social media.

CATEGORY	CLYDE HILL POLICE DEPARTMENT January-August 2026					
	August	August	%	YTD	YTD	%
	2025	2026	Change	2025	2026	Change
CALLS FOR SERVICE	258	258	0.00%	2652	1823	-31.26%
GENERAL REPORTS	16	19	18.75%	158	143	-9.49%
SUPPLEMENTAL REPORTS	6	2	-66.67%	32	42	31.25%
TRAFFIC STOPS	123	177	43.90%	1267	1190	-6.08%
TRAFFIC COLLISION REPORTS	1	2	100.00%	8	7	-12.50%
INFRACTIONS	20	37	85.00%	353	250	-29.18%
FELONY ARRESTS - includes referral to Superior Court	0	0	0.00%	5	2	-60.00%
DUI ARRESTS	0	1	100.00%	4	4	0.00%
MISDEMEANOR ARRESTS (non-DUI)	1	3	200.00%	39	45	15.38%
WARRANT ARRESTS	0	0	0.00%	9	3	-66.67%
RESPONSE TIME (DISPATCH TO ARRIVAL) mm:ss	04:53	05:17	8.42%	06:13	04:33	-26.86%

Calls for Service Data

The Clyde Hill Police Department has been working with dispatch (NORCOM) to pull reports which clearly show the calls for service data. It's important to note that calls for service data represent just one data point, where Clyde Hill Police Department or another jurisdiction responds based on a call or request. It does not include time spent on regular patrols, special event support, ongoing investigations, records requests, and other related police services.

2025 - Final

CHPD responded to a total of **5,492** calls for service including agency assists:

- **4,820** calls for service in CH and YP combined, and **672** for mutual aid.
- Excluding mutual aid calls, **1,381** calls (28.65%) were in Yarrow Point and **3,439** calls (71.35%) in Clyde Hill

2026 – YTD 01/01/2026 – 08/31/2026

CHPD responded to a total of **3,403** calls for service including agency assists:

- **2,902** calls for service in CH and YP combined, and **501** for mutual aid.
- Excluding mutual aid calls, **650** calls (22.4%) were in Yarrow Point, and **2,250** calls (77.6%) were in Clyde Hill.

Redacted call activity for August 2026 is included on the following pages.

CHPD RESPONSE CALL LOG – YARROW POINT
AUGUST 2026

Jurisdiction

CH – Clyde Hill

KI – Kirkland

YP – Yarrow Point

HP – Hunts Point

BD – Bellevue

ME – Medina

BOT – Bothell

MI – Mercer Island

Priority 1-4

1 = Highest Priority

4 = Lowest Priority

Call Type

TS-MDC or T = Traffic Stop

QA = Questionable Activity (Suspicious)

Direct Patrol = Self-initiated activity

MV = Motor Vehicle

Walk Through = Security Check

TA = Traffic Accident

DV = Domestic Violence

DUI = Driving Under the Influence

CPS = Child Protection Services

YARROW POINT ACTIVITY

Call Time	Priority	Call Type	Agency	Units
8/1/2026 3:21	S4	Direct Patrol	YPPD	3C4
8/1/2026 8:49	4	E911 - Phase 2	YPPD	1C2
8/1/2026 17:45	4	E911	YPPD	
8/1/2026 17:48	4	Noise Complaint	YPPD	3C1
8/1/2026 19:00	S4	Noise Complaint	YPPD	PAT11, PAT14
8/1/2026 20:58	4	Area Check	YPPD	3C1, 3D1

8/1/2026 22:43	4	Noise Complaint	YPPD	3C1
8/2/2026 4:46	3	Alarm	YPPD	1D1, 3C1
8/2/2026 5:49	5	Info - Doc - Police	YPPD	
8/2/2026 20:04	4	E911	YPPD	
8/2/2026 20:05	4	E911	YPPD	
8/2/2026 20:06	4	E911	YPPD	
8/2/2026 23:45	S4	Direct Patrol	YPPD	3C4
8/3/2026 0:23	S3	Contact of a Person	YPPD	3C4
8/3/2026 6:41	S4	Direct Patrol	YPPD	1C1
8/3/2026 20:01	S3	T	YPPD	3C1
8/4/2026 21:21	4	Fraud	YPPD	3C1
8/5/2026 16:16	4	Traffic General	YPPD	1C
8/6/2026 1:30	5	Info - Broadcast	YPPD	A110, E105
8/6/2026 9:05	4	E911 - Phase 2	YPPD	1C
8/6/2026 9:10	5	Info - Broadcast	YPPD	E105
8/7/2026 0:51	S4	Walk Through	YPPD	3C1
8/7/2026 10:09	S4	Direct Patrol	YPPD	1C1
8/7/2026 12:15	S4	QA	YPPD	1C1, 1D1
8/7/2026 12:33	4	E911	YPPD	
8/7/2026 17:06	S4	Direct Patrol	YPPD	1C1
8/7/2026 20:11	S3	T	YPPD	3C1
8/7/2026 21:45	4	Noise Complaint	YPPD	3C1
8/8/2026 0:29	4	Noise Complaint	YPPD	3C1
8/8/2026 11:38	S4	Assist	YPPD	1C1, 2D1
8/9/2026 3:26	5	Info - Broadcast	YPPD	E105, E110
8/9/2026 13:51	S3	TS-MDC	YPPD	2D1
8/9/2026 16:45	4	Traffic General	YPPD	1C1
8/11/2026 14:10	4	Traffic General	YPPD	1C
8/11/2026 18:59	S3	TS-MDC	YPPD	3C4, 3D1
8/12/2026 11:36	3	QA	YPPD	1C1, 1D1, 2D1
8/13/2026 9:14	4	QA	YPPD	1C1
8/13/2026 19:05	S3	TS-MDC	YPPD	3D1
8/13/2026 23:20	4	Area Check	YPPD	3C1
8/15/2026 11:51	S3	Alarm	YPPD	1C
8/16/2026 4:02	S3	TS-MDC	YPPD	3C4
8/16/2026 4:35	S3	QA	YPPD	3C4
8/16/2026 20:14	3	Alarm	YPPD	3C4
8/17/2026 14:01	S4	QA	YPPD	1C1
8/17/2026 19:22	S4	Walk Through	YPPD	3C1
8/17/2026 20:55	S3	TS-MDC	YPPD	3C1
8/18/2026 10:46	4	E911 - Phase 2	YPPD	

8/18/2026 21:42	4	QA	YPPD	3C1
8/20/2026 15:47	3	Alarm	YPPD	1D1, 2C
8/20/2026 16:30	4	E911	YPPD	
8/21/2026 9:36	5	Info - Broadcast	YPPD	E105, M101
8/21/2026 9:42	4	Traffic General	YPPD	1C1
8/21/2026 14:26	S4	Direct Patrol	YPPD	1C1
8/22/2026 0:02	S3	Contact of a Person	YPPD	3C1
8/22/2026 12:27	S4	Direct Enforcement	YPPD	1C1
8/22/2026 23:53	4	Traffic General	YPPD	3C1
8/23/2026 16:36	4	Traffic General	YPPD	2C
8/23/2026 22:35	5	Info - Broadcast	YPPD	E105, E110
8/24/2026 15:22	4	E911 - Phase 2	YPPD	1C1
8/25/2026 18:22	S3	TS-MDC	YPPD	3D1
8/26/2026 16:31	3	Alarm	YPPD	1C, 2C
8/27/2026 11:40	S4	QA	YPPD	1C, 2C
8/27/2026 22:14	3	Traffic General	YPPD	3C1
8/28/2026 21:53	S3	TS-MDC	YPPD	3C4
8/28/2026 23:09	4	Noise Complaint	YPPD	3C4
8/29/2026 22:48	S3	Contact of a Person	YPPD	3C4
8/30/2026 7:57	S3	TS-MDC	YPPD	1D1
8/31/2026 22:28	S4	Direct Patrol	YPPD	3C1

For full CHPD activity, please see monthly reports in the Clyde Hill City Council packets available online at <https://clydehill.civicweb.net/portal/>

Filter statement

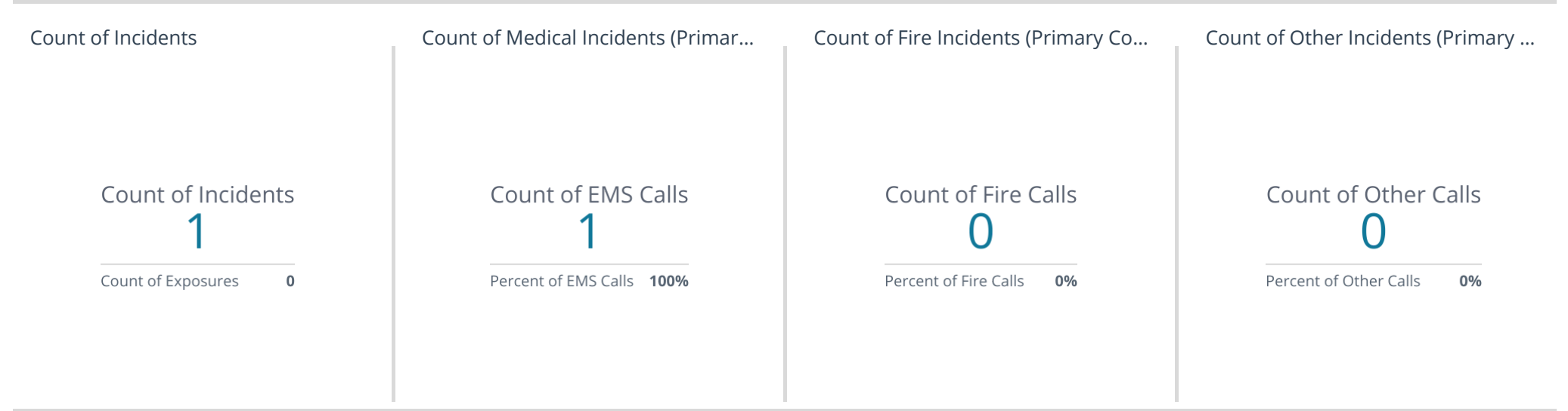
Filters

Incident onsetLast Month

Incident statusLocked, Draft, InReview

Location cityYarrow Point

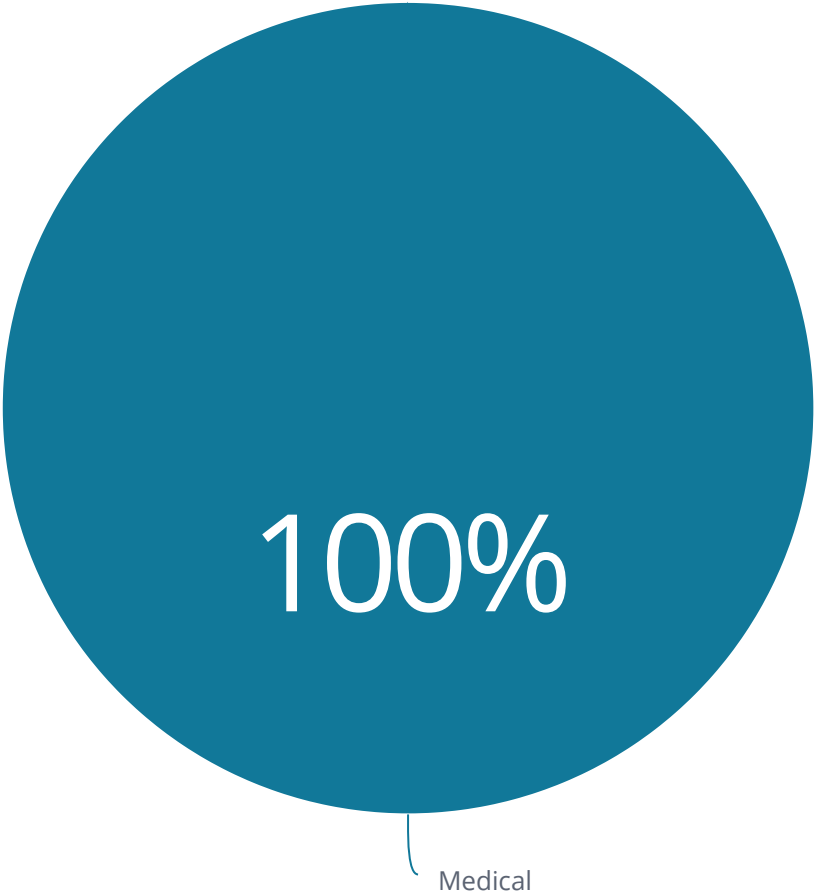
Incident Types (NERIS)



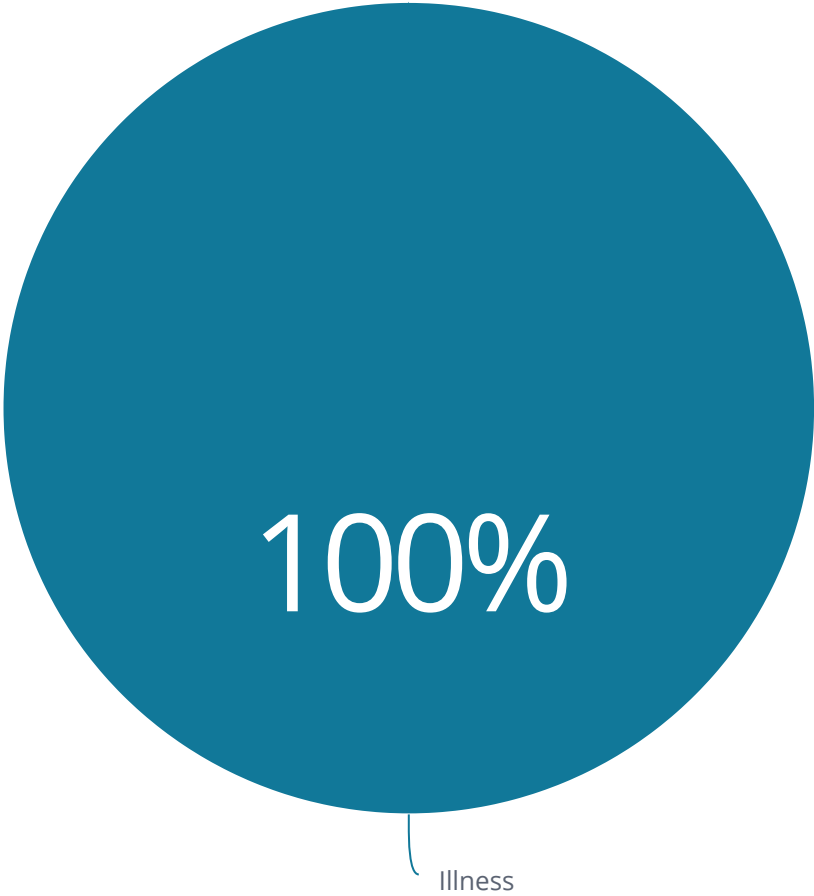
Filter statement

Filters **Incident onset** Last Month | **Incident status** Locked, Draft, InReview | **Location city** Yarrow Point

Primary Incident Type by Category



Primary Incident Types by Subcategory



Filter statement		
Filters	Incident onset Last Month	Incident status Locked, Draft, InReview Location city Yarrow Point

Count of Fire Incidents

Filter statement

Filters

Incident onset

Last Month

Incident status

Locked, Draft, InReview

Location city

Yarrow Point

Primary Incident Types (by month)

Primary Incident Type	Incidents	
	07/2026	Grand Total
Sick case	1	1
Grand Total	1	1

Additional Incident Types (by month)

**TOWN OF YARROW POINT
PARK COMMISSION MEETING MINUTES
July 28, 2026 | 7:00 PM**

The Town Park Commission of the Town of Yarrow Point, Washington met in regular session on Tuesday, July 28, 2026, in the Council Chambers of Town Hall, 4030 95th Avenue NE.

PRESENT: Chairwoman Carolyn Whittlesey; Commissioners Jim Bugbee, Robert Afzal, Nancy Daltas (absent), Chris Coburn

1. CALL TO ORDER

The meeting was called to order at approximately 7:00 PM.

2. PLEDGE OF ALLEGIANCE

Carolyn Whittlesey invited others to join her in the Pledge of Allegiance.

3. ROLL CALL – All Present

4. APPROVAL OF/AMENDMENTS TO AGENDA

No changes were made. Afzal approved, Bugbee seconded. Approved without objection.

MOTION: Motion by Commissioner Afzal, seconded by Commissioner Afzal to approve the agenda as presented.

VOTE: 4 for, 0 against. Motion carried.

5. APPROVAL OF THE MINUTES from previous meeting at the next meeting

MOTION: Motion by Commissioner Bugbee, seconded by Commissioner Afzal to approve the June 23, 2026 Regular Park Commission minutes.

VOTE: 4 for, 0 against. Motion carried.

6. STAFF REPORTS

7. PUBLIC COMMENTS

Resident Barbara Young submitted comments regarding unkept landscaping on the WSDOT Lid. They discussed:

8. REGULAR BUSINESS

8.1 Create a Proposal to Town Council for Points Drive and Town Entry Landscaping Projects

The Commission discussed a draft landscaping design from Chairwoman Whittlesey. They discussed watering measures, and further research will need to be done to determine options.

Additional labor to support the Public Works Coordinator to maintain the landscaping is needed.

The Commission will meet next on Wednesday, August 19, 2026.

9. APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY)

No comment.

10. ADJOURNMENT

MOTION: Motion by Chairwoman Whittlesey, seconded by Commissioner Bugbee to adjourn the meeting at 7:32 p.m.

VOTE: 4 for, 0 against. Motion carried.

DRAFT

**TOWN OF YARROW POINT
PLANNING COMMISSION MEETING MINUTES
AUGUST 18, 2026 | 6:00 PM**

The Town Planning Commission of Yarrow Point, Washington, met in regular session on Tuesday, August 18, 2026, at 6:00 p.m. in the Council Chambers of Town Hall, 4030 95th Avenue NE.

1. CALL TO ORDER

The meeting was called to order at approximately 6:02 p.m.

2. PLEDGE OF ALLEGIANCE

Chair Hellings invited others to join in reciting the Pledge of Allegiance.

3. ROLL CALL

Present: Chair Carl Hellings; Commissioners David Feller, Debi Mishra, Lee Sims¹, and Maureen Bector.

4. APPROVAL OF AGENDA *(Item addressed out of order at the time of the meeting)*

No changes were made. Approved without objection.

5. APPROVAL OF THE MINUTES

MOTION: Moved by Commissioner Feller; seconded by Commissioner Bector, to approve the June 16, 2026, Planning Commission minutes.

VOTE: Motion carried, 4-0.

6. STAFF REPORTS

Chair Hellings noted that there are no Town Council updates, as they did not meet in the month of August.

7. PUBLIC COMMENT – None.

8. REGULAR BUSINESS

8.1 Planning Commission Work Plan (2026 – Review/Discussion & 2027 – Development)

Town Planner Aleksander Romanenko provided background information on the 2026 Work Plan, and potential additional topics to address in 2026 or 2027, based on a review of the Comprehensive Plan and Community Survey. Topics reviewed: objective design and aesthetic standards, enhanced tree preservation ordinance, off-street parking regulations infrastructure impact and development fees, pedestrian and multi-modal infrastructure integration, subdivision requirements, and zoning review.

Discussion ensued regarding the following topics: critical areas, density, tree code, impact and development fees, off-street parking regulations, and staff/consultant reporting.

MOTION: Moved by Chair Hellings, seconded by Commissioner Feller, to propose adding the Tree Code item to the 2026 Work Plan, and continue to explore potential additions regarding density and off-street parking.

VOTE: Motion carried, 5-0.

¹ Commissioner Sims arrived at approximately 6:06 p.m. after approval of the minutes, attending remotely.

**TOWN OF YARROW POINT
PLANNING COMMISSION MEETING MINUTES
AUGUST 18, 2026 | 6:00 PM**

9. **APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY)** – None.

10. **ADJOURNMENT**

MOTION: Moved by Commissioner Feller, seconded by Commissioner Mishra, to adjourn the August 18, 2026, Planning Commission meeting.

VOTE: Motion carried, 5-0.

The meeting was adjourned at 7:31 p.m.

Carl Hellings, Chair

Attest: Austen Wilcox, Deputy Clerk

DRAFT

Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
AIRNOTE						
9060	AIRNOTE	2608006	Network Upgrade Project & IT Services July 202	08/01/2026	2,760.00	6,624.00
Total AIRNOTE:					2,760.00	
Banner Bank						
700	Banner Bank	07192026	Office Supplies - Town Hall	07/19/2026	25.92	13,870.47
700	Banner Bank	07192026	PW Supplies	07/19/2026	12.11	13,870.47
700	Banner Bank	07192026	IT Software: ClaudePro, ChatGPT, Amazon We	07/19/2026	395.98	13,870.47
700	Banner Bank	07192026	Utilities (Phones, Fax, VM, Internet): Comcast	07/19/2026	540.92	13,870.47
700	Banner Bank	07192026	Publications: Constant Contact	07/19/2026	131.38	13,870.47
700	Banner Bank	07192026	Community Programs - Fourth Parade Supplies	07/19/2026	328.60	13,870.47
700	Banner Bank	07192026	Meal - Dept Meeting (CTs & Mayor)	07/19/2026	100.22	13,870.47
700	Banner Bank	07192026	Other: Finance Charges	07/19/2026	25.09	13,870.47
Total Banner Bank:					1,560.22	
Casa Bonita Home Care, Inc.						
519	Casa Bonita Home Care, Inc.	224316	TOWNHALL JANITORIAL AUG 5 2026	08/06/2026	168.00	1,512.00
Total Casa Bonita Home Care, Inc.:					168.00	
CASELLE, INC.						
1300	CASELLE, INC.	INV-20431	Annual Maintenance & Support (07/01/2026 - 0	06/03/2026	16,346.71	27,268.86
Total CASELLE, INC.:					16,346.71	
Charles Zorn						
9064	Charles Zorn	08062026	ROW Permit Plan Review - Refund	08/06/2026	387.50	537.50
9064	Charles Zorn	08062026	ROW Permit - Refund	08/06/2026	150.00	537.50
Total Charles Zorn:					537.50	
Citi Cards						
558	Citi Cards	08042026	Office supplies	08/04/2026	121.46	23,203.33
558	Citi Cards	08042026	Office Supplies - Town Hall Building	08/04/2026	217.06	23,203.33
558	Citi Cards	08042026	Supplies - Dock Repair	08/04/2026	145.71	23,203.33
558	Citi Cards	08042026	PW ROW Supplies	08/04/2026	11.03	23,203.33
558	Citi Cards	08042026	IT Support & Maintenance - Prime, Adobe, Blue	08/04/2026	460.25	23,203.33
558	Citi Cards	08042026	Community Program - Movie Night Supplies	08/04/2026	36.29	23,203.33
558	Citi Cards	08042026	Misc Dues & Fees - Association Memberships,	08/04/2026	422.00	23,203.33
558	Citi Cards	08042026	Town Facilities Maintenance - Pest Control	08/04/2026	248.40	23,203.33
Total Citi Cards:					1,662.20	
Cities Digital, Inc.						
471	Cities Digital, Inc.	67733	Laserfiche Cloud Municipal Site License - year	07/20/2026	4,034.07	4,034.07
Total Cities Digital, Inc.:					4,034.07	
CITY OF BELLEVUE						
212	CITY OF BELLEVUE	55977	2026 ARCH Housing Trust Fund (HTF) Contribu	04/21/2026	5,672.55	13,134.90

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
212	CITY OF BELLEVUE	55977	2026 HTF - 2025 HB1406 Funds Collected	04/21/2026	2,069.45	13,134.90
Total CITY OF BELLEVUE:					7,742.00	
Elizabeth M Adkisson						
9063	Elizabeth M Adkisson	08102026	Reimbursement - Mileage - AWC Budget Works	08/10/2026	274.92	274.92
Total Elizabeth M Adkisson:					274.92	
Farallon Consulting						
9059	Farallon Consulting	0060719	Critical Areas	08/03/2026	4,878.04	13,024.49
9059	Farallon Consulting	0060719	Shoreline Exemption	08/03/2026	2,276.10	13,024.49
9059	Farallon Consulting	0060719	General Administration	08/03/2026	500.40	13,024.49
9059	Farallon Consulting	0060719	Pre-Application Meetings	08/03/2026	222.40	13,024.49
9059	Farallon Consulting	0060719	Plan Checking	08/03/2026	55.60	13,024.49
Total Farallon Consulting:					7,932.54	
ISLAND SECURITY SYSTEMS						
21	ISLAND SECURITY SYSTEMS	83503	Security Monitoring	07/23/2026	209.57	804.16
Total ISLAND SECURITY SYSTEMS:					209.57	
Jennifer Wang						
9065	Jennifer Wang	06042026	Refund - Street Deposit	06/04/2026	3,750.00	3,750.00
Total Jennifer Wang:					3,750.00	
King County Finance						
603	King County Finance	150360-15036	Project 1149493/RSD YP-001 2025 Overlay Pro	04/30/2026	12,044.22	139,027.35
603	King County Finance	2173772	RASKC - Reg Animal Svcs (Jan-Dec 2025)	07/09/2026	650.00	139,027.35
603	King County Finance	2173780	RASKC - Reg Animal Svcs (Jan-Dec 2026)	07/09/2026	91.00	139,027.35
Total King County Finance:					12,785.22	
KIRKLAND MUNICIPAL COURT						
111	KIRKLAND MUNICIPAL COURT	JUL26YPT	Court Costs	07/15/2026	224.42	311.30
Total KIRKLAND MUNICIPAL COURT:					224.42	
Klean Lots						
538	Klean Lots	4655	Street Cleaning - August 2026 (SW)	08/01/2026	515.00	8,240.00
538	Klean Lots	4655	Street Cleaning - August 2026 - Streets	08/01/2026	515.00	8,240.00
Total Klean Lots:					1,030.00	
NORTHWEST CIVIL SOLUTIONS						
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	CIP - 95th AVE NE - Gravel SW Extension	08/03/2026	247.50	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	2025 CIP T1 - 94th AVE NE - UGC/SW Improve	08/03/2026	82.50	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	Pre-Applications/Feasibility Discussions	08/03/2026	412.50	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	Plan Review/Inspection - Site Development Per	08/03/2026	165.00	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	Permit Review/Inspection - ROW Permit	08/03/2026	2,227.50	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	General Administration - Engineer - July 2026	08/03/2026	577.50	33,595.00
450	NORTHWEST CIVIL SOLUTIONS	JULY2026	General Administration - Engineer - June 2026	08/03/2026	2,351.25	33,595.00
Total NORTHWEST CIVIL SOLUTIONS:					6,063.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
Ogden Murphy Wallace						
1390	Ogden Murphy Wallace	932035	Clerk/Treasurer	07/22/2026	854.40	47,478.30
1390	Ogden Murphy Wallace	932035	Contracts	07/22/2026	2,242.80	47,478.30
1390	Ogden Murphy Wallace	932035	Council	07/22/2026	747.60	47,478.30
1390	Ogden Murphy Wallace	932035	Land Use	07/22/2026	1,068.00	47,478.30
1390	Ogden Murphy Wallace	932035	Mayor/Executive	07/22/2026	178.00	47,478.30
1390	Ogden Murphy Wallace	932035	Personnel	07/22/2026	569.60	47,478.30
1390	Ogden Murphy Wallace	932035	Forged Fiber 37 LLC	07/22/2026	213.60	47,478.30
Total Ogden Murphy Wallace:					5,874.00	
PUGET SOUND ENERGY						
604	PUGET SOUND ENERGY	07222026	Town Hall Lights	07/22/2026	315.54	12,402.70
604	PUGET SOUND ENERGY	07222026	Street Lights	07/22/2026	1,290.90	12,402.70
Total PUGET SOUND ENERGY:					1,606.44	
SBN Planning LLC						
154	SBN Planning LLC	YP-048	General Administration - Town Planning	08/05/2026	1,242.54	41,820.28
154	SBN Planning LLC	YP-048	Building Permits - Projects Permitting	08/05/2026	266.25	41,820.28
154	SBN Planning LLC	YP-048	Pre-Applications - Project Permitting	08/05/2026	443.76	41,820.28
154	SBN Planning LLC	YP-048	SEPA - Projects Permitting	08/05/2026	266.26	41,820.28
154	SBN Planning LLC	YP-048	Shoreline Exemption - Projects Permitting	08/05/2026	44.38	41,820.28
154	SBN Planning LLC	YP-048	Tree Permit - Projects Permitting	08/05/2026	44.38	41,820.28
Total SBN Planning LLC:					2,307.57	
Sound View Strategies						
521	Sound View Strategies	3944	Lobbyist Services July 2026	07/31/2026	500.00	4,000.00
Total Sound View Strategies:					500.00	
TechPower Solutions, Inc.						
9062	TechPower Solutions, Inc.	62931	IT - office equipment (laptop & care pack)	07/16/2026	2,652.91	2,652.91
Total TechPower Solutions, Inc.:					2,652.91	
THE SEATTLE TIMES						
192	THE SEATTLE TIMES	116514	Publications - Ord 785 Summary	07/07/2026	75.14	4,178.07
192	THE SEATTLE TIMES	88662	Publications - Ord 786 Summary	07/31/2026	124.80	4,178.07
192	THE SEATTLE TIMES	88662	Publications - Ord 787 Summary	07/31/2026	119.60	4,178.07
192	THE SEATTLE TIMES	88662	Publications - SEPA DNS	07/31/2026	164.73	4,178.07
Total THE SEATTLE TIMES:					484.27	
W E Electric, LLC						
278	W E Electric, LLC	7931	Town Hall Generator - Annual Maintenance/Insp	07/24/2026	413.97	413.97
Total W E Electric, LLC:					413.97	
WA STATE DEP OF TRANSPORTATION						
602	WA STATE DEP OF TRANSPORT	FB9109961226	Fuel - Town Truck	06/30/2026	138.28	768.20
Total WA STATE DEP OF TRANSPORTATION:					138.28	
Whittlesey, Arthur & Carolyn						
498	Whittlesey, Arthur & Carolyn	08/10/2026	Reimbursement - Community Programs - Sprin	08/10/2026	129.77	129.77

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
Total Whittlesey, Arthur & Carolyn:					129.77	
Grand Totals:					81,188.33	

Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.

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	D
07/31/2026	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security Pay	999-1010110	92.09-	
07/31/2026	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compensa	999-1010110	550.19-	
07/31/2026	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fami	999-1010110	371.67-	
07/31/2026	CDPT		0	WA Cares	10	WA CARES Long Term Ins. Pay	999-1010110	222.01-	
07/31/2026	PC	07/24/2026	7315	Void			999-1010110		
07/31/2026	PC	07/24/2026	42420360	Istvan Lovas	9002		999-1010110	5,550.88-	D
07/31/2026	PC	07/24/2026	42420361	Wilcox, Austen	9037		999-1010110	5,835.57-	D
07/31/2026	PC	07/24/2026	42420362	Harris, Kathryn K	9047		999-1010110	8,898.98-	D
07/31/2026	PC	07/24/2026	42420363	Yetter, Coen B.	9052		999-1010110	1,573.32-	D
07/31/2026	PC	07/24/2026	42420364	Cunliffe, Benjamin	9054		999-1010110	63.09-	D
07/31/2026	PC	07/24/2026	42420365	Peyovich, Griffin Ryan	9056		999-1010110	1,429.40-	D
07/31/2026	PC	07/24/2026	42420366	Elizabeth Adkisson	9057		999-1010110	9,641.52-	D
07/31/2026	PC	07/24/2026	42420367	Kuprishov, Kirill	9051		999-1010110	605.68-	D
07/31/2026	CDPT	07/21/2026	82320407	Association of Washington Cities	9	Health and Dental Insurance Visio	999-1010110	8,341.02-	
07/31/2026	CDPT	07/21/2026	82320408	DEPT OF RETIREMENT SYSTEM	1	State Retirement PERS III Pay Pe	999-1010110	5,030.96-	
07/31/2026	CDPT	07/21/2026	82320409	Federal Tax	2	941 Taxes Federal Withholding Tax	999-1010110	13,055.50-	
Grand Totals:								61,261.88-	

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Includes all check types
- Includes unprinted checks

Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
AIRNOTE						
9060	AIRNOTE	2609007	IT Services - August 2026	09/01/2026	552.00	7,176.00
Total AIRNOTE:					552.00	
Banner Bank						
700	Banner Bank	08182026	IT Software: ChatGpt, Amazon Web Services, M	08/18/2026	727.57	15,272.16
700	Banner Bank	08182026	Town Utilities (Phone, Fax, VM, Internet): Comc	08/18/2026	542.74	15,272.16
700	Banner Bank	08182026	Publications: Constant Contact	08/18/2026	131.38	15,272.16
Total Banner Bank:					1,401.69	
Citi Cards						
558	Citi Cards	09022026	Office supplies	09/02/2026	63.89	26,680.22
558	Citi Cards	09022026	Office Supplies - Town Hall Building	09/02/2026	239.53	26,680.22
558	Citi Cards	09022026	PW ROW Supplies	09/02/2026	141.68	26,680.22
558	Citi Cards	09022026	IT Support & Maintenance - Prime, Adobe, Dock	09/02/2026	570.65	26,680.22
558	Citi Cards	09022026	Community Program - Movie Night Supplies - P	09/02/2026	40.99	26,680.22
558	Citi Cards	09022026	Community Program - Movie Night Supplies - Gi	09/02/2026	29.79	26,680.22
558	Citi Cards	09022026	Community Program - Movie Night - Screen Re	09/02/2026	446.48	26,680.22
558	Citi Cards	09022026	Community Program - Veteran's Day - Coffee C	09/02/2026	1,292.88	26,680.22
558	Citi Cards	09022026	Meetings/Travel/Per Diem - Staff (Meetings: PW	09/02/2026	71.00	26,680.22
558	Citi Cards	09022026	Employee Training - MRSC PRA Basics (AW),	09/02/2026	580.00	26,680.22
Total Citi Cards:					3,476.89	
Farallon Consulting						
9059	Farallon Consulting	0061058	Critical Areas - Consulting Expenses	09/03/2026	365.13	16,385.72
9059	Farallon Consulting	0061058	Shoreline Exemption - Consulting Expenses	09/03/2026	2,579.10	16,385.72
9059	Farallon Consulting	0061058	Plan Checking - Consultant Expenses	09/03/2026	417.00	16,385.72
Total Farallon Consulting:					3,361.23	
Furnace Aid						
9066	Furnace Aid	14327	Town Hall - Furnace Service, Filter Replacemen	08/11/2026	192.50	192.50
Total Furnace Aid:					192.50	
Gaylynn Brien						
1151	Gaylynn Brien	924	Sales Tax Reports - March & April 2026	06/30/2026	110.30	551.50
1151	Gaylynn Brien	936	Sales Tax reports - May & June 2026	08/31/2026	110.30	551.50
Total Gaylynn Brien:					220.60	
Green City Landscaping, Inc.						
550	Green City Landscaping, Inc.	05302026	WNP - Project Expenses	05/30/2026	9,322.92	26,117.40
550	Green City Landscaping, Inc.	06302026	WNP - Maintenance Expenses	06/30/2026	8,529.48	26,117.40
Total Green City Landscaping, Inc.:					17,852.40	
ISLAND SECURITY SYSTEMS						
21	ISLAND SECURITY SYSTEMS	83777	Security Monitoring	08/31/2026	162.14	966.30

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
Total ISLAND SECURITY SYSTEMS:					162.14	
King County Accounts Receivable						
91	King County Accounts Receivable	150404	WRIA 8 ILA - Cost Share - 2026 First Trimester I	05/14/2026	384.00	384.00
Total King County Accounts Receivable:					384.00	
KIRKLAND MUNICIPAL COURT						
111	KIRKLAND MUNICIPAL COURT	AUG26YPT	Court Costs - July 2026	08/14/2026	43.44	354.74
Total KIRKLAND MUNICIPAL COURT:					43.44	
Klean Lots						
538	Klean Lots	4776	Street Cleaning - Sept 2026 - Streets	09/01/2026	515.00	9,270.00
538	Klean Lots	4776	Street Cleaning - Sept 2026 - SW	09/01/2026	515.00	9,270.00
Total Klean Lots:					1,030.00	
Moore, Evan and Chelsea						
9067	Moore, Evan and Chelsea	08262026	Street Deposit Refund	08/26/2026	3,750.00	3,750.00
Total Moore, Evan and Chelsea:					3,750.00	
MUNICIPAL SERVICES LLC						
350	MUNICIPAL SERVICES LLC	JULY2026	Code Enforcement	07/31/2026	316.70	71,094.61
350	MUNICIPAL SERVICES LLC	JULY2026	Building Permit Inspections	07/31/2026	7,542.50	71,094.61
350	MUNICIPAL SERVICES LLC	JULY2026	Plan Review	07/31/2026	1,593.75	71,094.61
350	MUNICIPAL SERVICES LLC	JULY2026	General Administration	07/31/2026	450.00	71,094.61
Total MUNICIPAL SERVICES LLC:					9,902.95	
NORTHWEST CIVIL SOLUTIONS						
450	NORTHWEST CIVIL SOLUTIONS	AUG2026	2025 CIP T1 - 94th Ave NE - UGC/SW Improve	08/31/2026	1,196.25	37,307.50
450	NORTHWEST CIVIL SOLUTIONS	AUG2026	Plan Review - Site Development Permit	08/31/2026	742.50	37,307.50
450	NORTHWEST CIVIL SOLUTIONS	AUG2026	Permit Review/Inspection - ROW Permit	08/31/2026	1,402.50	37,307.50
450	NORTHWEST CIVIL SOLUTIONS	AUG2026	General Administration - Engineer - August 202	08/31/2026	371.25	37,307.50
Total NORTHWEST CIVIL SOLUTIONS:					3,712.50	
Ogden Murphy Wallace						
1390	Ogden Murphy Wallace	933637	Clerk-Treasurer	08/19/2026	640.80	50,931.50
1390	Ogden Murphy Wallace	933637	Council	08/19/2026	1,068.00	50,931.50
1390	Ogden Murphy Wallace	933637	Land Use	08/19/2026	1,103.60	50,931.50
1390	Ogden Murphy Wallace	933637	Mayor/Executive	08/19/2026	71.20	50,931.50
1390	Ogden Murphy Wallace	933637	Code Enforcement	08/19/2026	569.60	50,931.50
Total Ogden Murphy Wallace:					3,453.20	
PUGET SOUND ENERGY						
604	PUGET SOUND ENERGY	08212026	Town Hall Lights	08/21/2026	273.63	13,896.79
604	PUGET SOUND ENERGY	08212026	Street Lights	08/21/2026	1,220.46	13,896.79
Total PUGET SOUND ENERGY:					1,494.09	
Sound View Strategies						
521	Sound View Strategies	3967	Lobbyist Services August 2026	08/31/2026	500.00	4,500.00

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	YTD Payments
Total Sound View Strategies:					500.00	
WA STATE DEP OF TRANSPORTATION						
602	WA STATE DEP OF TRANSPORT	FB9109960127	Fuel - Town Truck	07/31/2026	272.89	1,041.09
Total WA STATE DEP OF TRANSPORTATION:					272.89	
Grand Totals:					51,762.52	

Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.

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	D
08/31/2026	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security Pay	999-1010110	93.07-	
08/31/2026	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compensa	999-1010110	572.14-	
08/31/2026	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fami	999-1010110	375.65-	
08/31/2026	CDPT		0	WA Cares	10	WA CARES Long Term Ins. Pay	999-1010110	224.86-	
08/31/2026	PC	08/25/2026	42420368	Istvan Lovas	9002		999-1010110	5,550.88-	D
08/31/2026	PC	08/25/2026	42420369	Wilcox, Austen	9037		999-1010110	5,835.57-	D
08/31/2026	PC	08/25/2026	42420370	Harris, Kathryn K	9047		999-1010110	8,898.98-	D
08/31/2026	PC	08/25/2026	42420371	Kuprishov, Kirill	9051		999-1010110	2,384.13-	D
08/31/2026	PC	08/25/2026	42420372	Yetter, Coen B.	9052		999-1010110	1,285.48-	D
08/31/2026	PC	08/25/2026	42420373	Peyovich, Griffin Ryan	9056		999-1010110	363.41-	D
08/31/2026	PC	08/25/2026	42420374	Elizabeth Adkisson	9057		999-1010110	9,641.52-	D
08/31/2026	CDPT	08/25/2026	82320410	Association of Washington Cities	9	Health and Dental Insurance Visio	999-1010110	8,341.02-	
08/31/2026	CDPT	08/25/2026	82320411	DEPT OF RETIREMENT SYSTEM	1	State Retirement PERS III Pay Pe	999-1010110	5,030.96-	
08/31/2026	CDPT	08/25/2026	82320412	Federal Tax	2	941 Taxes Federal Withholding Tax	999-1010110	13,221.02-	
Grand Totals:								61,818.69-	

14

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Includes all check types
- Includes unprinted checks

**TOWN OF YARROW POINT
COUNCIL MEETING MINUTES
JULY 14, 2026 | 4:00 PM**

The Town Council of Yarrow Point, Washington, met in regular session on Tuesday, July 14, 2026, in the Council Chambers of Town Hall, 4030 95th Avenue NE.

1. CALL TO ORDER

The meeting was called to order at approximately 4:00 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Harris invited others to join her in the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Katy Harris; Councilmembers Laurie Bugbee, Greg Hanson, Chuck Porter, and Brian Vanover. Absent: Councilmember Steve Bush.

4. APPROVAL OF/AMENDMENTS TO AGENDA

No changes were made. Approved without objection.

5. STAFF REPORTS

- 5.1 Clyde Hill Police Report – June 2026
- 5.2 Bellevue Fire and EMS Report – June 2026
- 5.3 Commission Minutes
 - June 16, 2026, Planning Commission Regular Meeting
 - June 23, 2026, Parks Commission Regular Meeting

In addition to Fire-EMS and Commission Reports included in the agenda packet materials, the Police Update was presented at the time of the meeting. A financial update was provided via email; Council provided feedback regarding reporting preferences.

6. MAYOR ANNOUNCEMENTS

Mayor Harris reviewed the following topics: upcoming July Planning (Cancelled) and Parks Commission Meetings, July Fourth events – volunteer and chair recognition, E-Bike policies, and tree permit FAQs and process updates.

7. APPEARANCES/PUBLIC COMMENT

Greggory Busch, Forged Fiber 37, LLC, commented regarding Regular Business Item 10.3, First Reading of Ordinance: Forged Fiber Franchise.

Carl Hellings, local resident, commented regarding Regular Business Item 10.1, 2027-2032 Capital Improvement Plan (CIP)/Transportation Improvement Plan (TIP) and the Mayor's Administration.

8. CONSENT CALENDAR

- 8.1 Approval of Accounts: June Payment Approval in the amount of \$216,597.27 plus Payroll in the amount of \$77,337.64, for a total of \$293,934.91.

**TOWN OF YARROW POINT
COUNCIL MEETING MINUTES
JULY 14, 2026 | 4:00 PM**

- 8.2 Approval of Minutes: Council Regular Meeting of June 9, 2026
- 8.3 Adoption of Ordinance: Amending Town Code to Remove August from Regular Council Meeting Schedule
- 8.4 Approval of Resolution: Updating Account Authorization and Designation for Town's Banking Depository

MOTION: Moved by Councilmember Porter, seconded by Councilmember Hanson, to pull item 8.1 from the Consent Calendar and address the item as Regular Business item 10.5.
VOTE: Motion carried, 4-0.

MOTION: Moved by Councilmember Bugbee, seconded by Councilmember Porter, to approve the Consent Calendar, items 8.2-8.4, as presented.
VOTE: Motion carried, 4-0.

9. PUBLIC HEARING

- 9.1 2027-2032 Capital Improvement Plan/ Transportation Improvement Plan

The continued public hearing was opened at 4:18 p.m. No testimony was received. The Mayor closed the public hearing at 4:20 p.m. without objection.

10. REGULAR BUSINESS

- 10.1 2027-2032 Capital Improvement Plan/Transportation Improvement Plan

Presented by Stacia Schroeder, Town Engineer.

MOTION: Moved by Councilmember Bugbee, seconded by Councilmember Vanover, to adopt Ordinance No. 787, adopting a Capital Improvement Plan and Transportation Improvement Plan for 2027-2032, and fixing a time when the same shall become effective.

Discussion ensued regarding the comments provided by Mr. Hellings and the proposed timing of the NE 34th Street Project.

MOTION: Moved by Councilmember Bugbee, seconded by Councilmember Hanson, to amend Ordinance No. 787, Exhibit A, to strike "2032" from TIP item 2 – NE 34th Street Project, and insert "2028."
Discussion ensued regarding seeking grant funding.
VOTE: Motion to amend, carried 4-0.

VOTE: Main Motion to adopt Ordinance No. 787, as amended, carried 4-0.

- 10.2 Presentation of Draft Police Services Contract Timeline and Process

Mayor Harris reviewed the proposed contract timeline and process. Discussion ensued regarding the following topics: concurrently researching other police services alternatives, factors influencing cost allocations, and the proposed contract term.

- 10.3 First Reading of Ordinance: Forged Fiber Franchise

Town Attorney Emily Romanenko reviewed the proposed ordinance and franchise agreement with

**TOWN OF YARROW POINT
COUNCIL MEETING MINUTES
JULY 14, 2026 | 4:00 PM**

Forged Fiber 37, LLC, noted this ordinance requires two readings, and that the item will be back for final reading and adoption on September 8, 2026. Mr. Busch provided additional background on the proposed franchise and Forged Fiber 37, LLC. Discussion ensued regarding fiber services. No changes to the ordinance or agreement were requested.

10.4 Selection of Mayor Pro Tempore

Mayor Harris reviewed the process, roles and responsibilities, and history for the selection of a Mayor Pro Tempore from amongst the Town Council.

MOTION: Moved by Councilmember Vanover, and seconded by Councilmember Hanson, to appoint Councilmember Bugbee to serve as Mayor Pro Tem for the next twelve months: July 14, 2026, through June 30, 2027.

VOTE: Motion carried, 4-0.

10.5 Approval of Accounts: June Payment Approval in the amount of \$216,597.27 plus Payroll in the amount of \$77,337.64, for a total of \$293,934.91.

MOTION: Moved by Councilmember Porter, and seconded by Councilmember Hanson, to approve the June Payment and Payroll accounts, as presented.

VOTE: Motion carried, 4-0.

11. MAYOR'S REPORT/OLD BUSINESS

Mayor Harris provided updates on the following topics: ARCH (A Regional Coalition for Housing) credits, discussions with WSDOT (Washington State Department of Transportation), newsletter format, 2027 Fire/EMS Budget, and Kirkland Crisis Center services.

12. COUNCIL ROUNDTABLE AND REQUESTS FOR FUTURE AGENDA

Discussion ensued regarding the upcoming budget process and format for ongoing quarterly financial reporting.

13. APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY) – None.

14. EXECUTIVE SESSION

Executive session – To discuss with legal counsel matters relating to town enforcement actions, or to discuss with legal counsel litigation or potential litigation to which the town, 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 town, pursuant to RCW 42.30.110(1)(i).

Mayor Harris announced that the Town Council would enter into executive session for approximately five minutes to discuss potential litigation and then the meeting would be adjourned, as there would be no action to follow. The meeting recessed into executive session at 5:03 p.m.

15. ADJOURNMENT

There being no further business before Council, the meeting was adjourned at 5:11 p.m.

MEMORANDUM

TO: Yarrow Point Town Council
FROM: Stacia Schroeder, Town Engineer
DATE: September 8, 2026
SUBJECT: Award of Bid: 95th Avenue NE Pathway Extension Project Rebid

RECOMMENDED ACTION

Move to approve the award of bid to West Peak Construction, LLC for the 95th Ave NE Pathway Extension Project Rebid in an amount of \$17,664.00.

BACKGROUND/HISTORY

On August 13, 2024, the Town Council considered this item as a change order to the 94th Ave NE Underground Conversion Project based on plans prepared by Gray & Osborne. The change order (~\$25,000) was rejected; however, Councilmembers included this item in the 2026 Town Budget after safety concerns elevated its urgency (Street Fund Account, 95th Ave NE Pathway Extension Project, Expenditure: \$45,000).

The 95th Ave NE Pathway Extension Project was originally bid on May 12, 2026, to those contractors listed on the small works roster. No bids were received, and so the project was rebid on July 14, 2026.

DISCUSSION/ANALYSIS

This time around, eight (8) bids were received by the July 29, 2026, deadline. The engineer's estimate was \$25,000 and the bid range was \$17,664.00 to \$92,156.40.

West Peak Construction, LLC meets the mandatory bidder responsibility criteria outlined in state law, RCW 39.04.010 and 39.04.350. The reference provided (City of Covington – John) gave a five-star rating. He noted West Peak's Lewis Tapani stems from a larger family-owned construction company and went on to say he performed top-notch work on a tricky project with a small crew.

FINANCIAL AND POLICY IMPACTS

Financial

- The bid is under the budgeted amount and less than both the engineer's estimate and the change order estimate received from Fury Site Works in early 2025.
- The work will take five to ten days to complete; inspection and project management will be performed by the Town Engineer.

Policy

- SEPA: The project is less than 100cy of cut and fill.
- Eagle Take Permit: The project is ~120 feet from a known eagle roosting tree. Existing routine use, generally considered on-going use of pre-existing roads where eagles are already accustomed to human activity, does not trigger an eagle disturbance permit. Additionally, based on past project experience, the Washington Department of Fish and Wildlife allows work to be completed in the vicinity between September 1st and December 31st.
- Right-of-Way Use Permit: The Town will provide a right-of-way use permit for the contractor.

ALTERNATIVE ACTIONS

1. Reject all bids; and
 - a. do not complete the project.
 - b. rebid.
 - c. provide direction to defer to 2027.

TIME CONSTRAINTS AND NEXT STEPS

The project is best performed in the fall during dry days. If granted Council approval, the contractor will start the week of September 21, 2026, and complete the project that same week.

ATTACHMENTS

1. Certified Bidder Results
2. 95th Ave NE Pathway Extension Plans
3. Mandatory Bidder Checklist

TOWN OF
YARROW POINT

Town Contract No. : 26-0012 95th Ave NE Pathway Extension Rebid

Ad Date: 7/14/2026

Bid Due Date: 7/29/2026

Town Engineer: Stacia Schroeder, PE

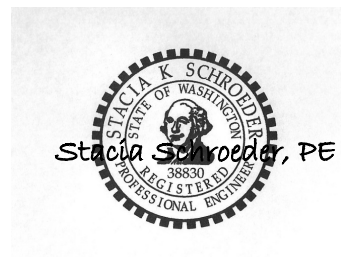
Email: sschroeder@yarrowpointwa.gov

Phone: (206) 276-8922

Bidder No.	Contractor	Bid Amount (Lump Sum Pre-tax)	10.4% Tax	Total Bid Amount (Lump Sum)	Bidder Contact Information	Date & Time Proposal Received
Engr Estimate	Town of Yarrow Point	\$22,644.93	\$2,355.07	\$25,000.00		
1*	West Peak Construction llc PO Box 694 Battle Ground, WA 98604 UBI No. 604966931	\$16,000.00	\$1,664.00	\$17,664.00	Contact: Lewis Tapani Email: lewis@westpeakconstructionllc.com Phone: (360) 702-8031	7/15/2026 @ 12:13pm
2*	FRN Corp 8104 Portland Ave E Tacoma, WA 98404 UBI No. 604925440	\$16,160.00	\$1,680.64	\$17,840.64	Contact: Thalia Moran Bracamontes Email: frndrywallcorp@outlook.com Phone: (206) 899-7704	7/14/2026 @ 3:08pm
3	Wescon Enterprises PO Box 244 Lynden, WA 98264 UBI No. 605236397	\$25,000.00	\$2,600.00	\$27,600.00	Contact: Jack Pinkston Email: jack@wesconenterprises.com Phone: (360) 922-4367	7/15/2026 @ 6:37pm
4	Vertex Potholes and Asphalt LLC 5508 S 2nd Avenue Everett, WA 98203 UBI No. 604775430	\$44,765.37	\$4,655.60	\$49,420.97	Contact: Jed Plough Email: services@vertexasphalt.com Phone: (425) 599-4855	7/29/2026 @ 4:33pm
5*	Goldrockinvt LLC 14018 North Creek Drive Apt 2523 Mill Creek, WA 98012 UBI No. 605368146	\$50,000.00	\$5,200.00	\$55,200.00	Contact: Simon Alvarez Email: goldrockinvt@proton.me Phone: (425) 496-5469	7/29/2026 @ 2:55pm
6	Iron Creek Construction LLC 1420 NW Gilman Blvd STE 2-2298 Issaquah, WA 98027 UBI No. 603286177	\$79,412.50	\$8,258.90	\$87,671.40	Contact: Nathan Dodson Email: nathan@ironcreekconstruction.com Phone: (425) 659-4896	7/29/2026 @ 9:13am
7	Diverse Earth Works, Inc. 5114 Meridian Avenue N Tulalip, WA 98271 UBI No. 604651134	\$80,845.11	\$8,407.89	\$89,253.00	Contact: Jerry Jensen/ Jacy Luna Email: jerry@diverseearthworks.com / jacy@diverseearthworks.com Phone: (425) 508-0126 / (360) 659-6040	7/29/2026 @ 2:09pm
8	National Facility Contractors, LLC PO Box #1504 Everett, WA 98206 UBI No. 605623717	\$83,475.00	\$8,681.40	\$92,156.40	Contact: David Wescott / Isaac Arneson Email: sales@nationalfacilitycontractors.com / isaarn@nationalfacilitycontractors.com Phone: (617) 251-2720 / (206) 804-	7/29/2026 @ 4:14pm

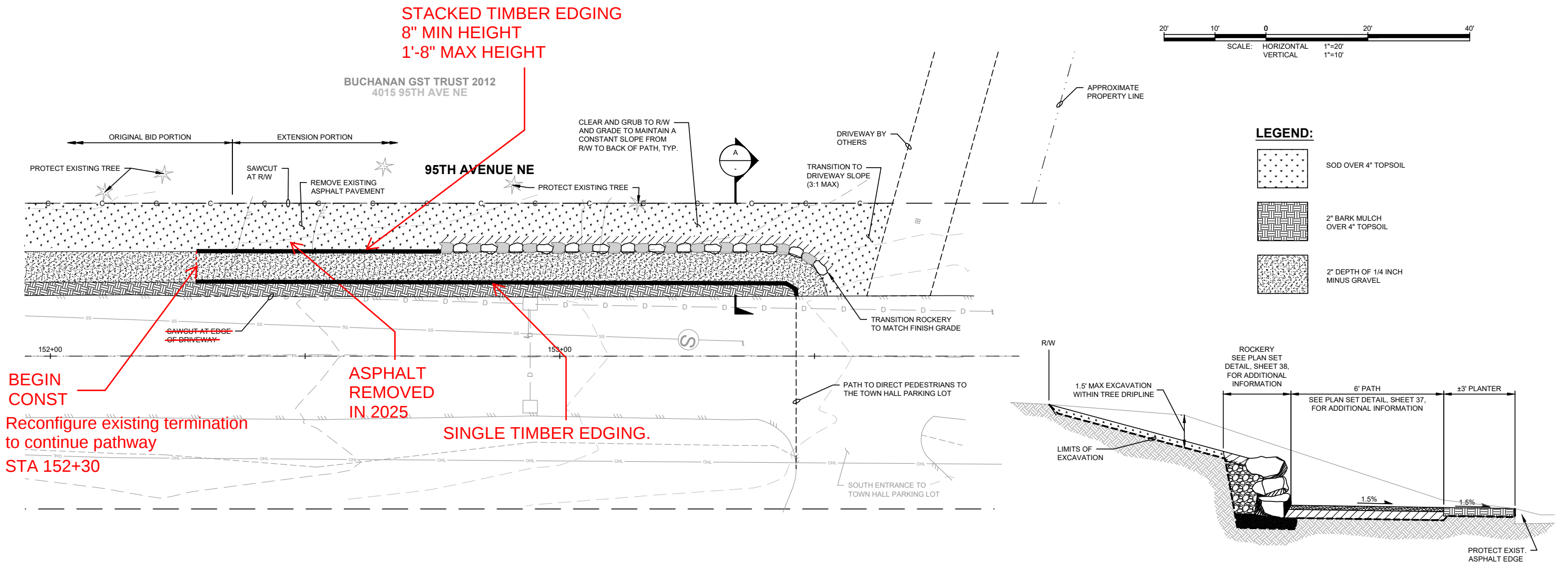
* Numbers italicized in this certified bid represent changes made to original bidder's proposal to account for 10.4% sales tax applicable to the Town of Yarrow Point.

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



8/7/2026
Stacia K. Schroeder, PE

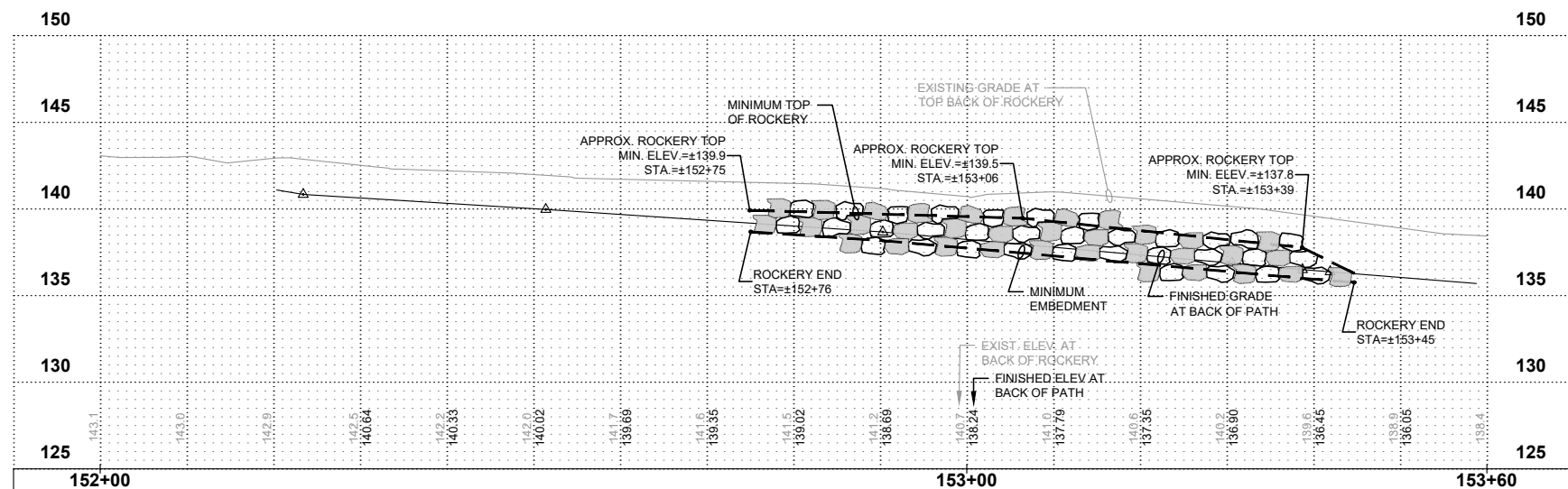
M:\Yarrow Point\23445.00 Town Wide Storm and UGC\01 Design\PLAN\SET\Civil\RESTORATION PLAN.dwg, 8/7/2024 1:12 PM, CHRIS BACON



TYPICAL CROSS SECTION
SCALE: NTS

STA 152+75 TO STA 153+45

* TO BE USED IN LIEU OF STACKED
TIMBER EDGING WHEN EXPOSED
HEIGHT EXCEEDS 1.5 FEET.



0 1"
ONE INCH AT FULL SCALE. IF
NOT, SCALE ACCORDINGLY

TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC
PROJECT

95TH AVENUE NE PATHWAY
EXTENSION

Gray & Osborne, Inc.
CONSULTING ENGINEERS

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MATCHLINE - SEE SHEET 33

4000 94TH AVE NE

9410 NE 40TH ST

4015 95TH AVE NE

3856 94TH AVE NE

9415 NE 40TH ST

9421 NE 40TH ST

9429 NE 40TH ST

95TH AVENUE NE

NE 40TH STREET

GENERAL NOTES

- ALL PLASTIC PAVEMENT MARKINGS SHALL BE TYPE D-1 MMA UNLESS INDICATED OTHERWISE.
- FURNISH AND INSTALL TEMPORARY PAVEMENT MARKINGS IMMEDIATELY FOLLOWING PAVING.
- SEED, MULCH, AND FERTILIZE (HYDROSEED) OVER 4" COMPACTED DEPTH TOPSOIL IN ALL DISTURBED AREAS, EXCEPT AS NOTED ON THESE SHEETS OR AS DIRECTED BY THE CONTRACTING AGENCY.

CHANNELIZATION AND SIGNING NOTES:

- FURNISH AND INSTALL PLASTIC STOP LINE.
- INSTALL NEW SIGN(S) AND POST(S) PER DETAIL, SHEET 38.
- RELOCATE EXISTING SIGN. FURNISH AND INSTALL NEW POST(S) AND HARDWARE. WASTEHAUL EXISTING POST(S) AND FOUNDATION.

RESTORATION NOTES:

- INSTALL SINGLE TIMBER EDGING PER DETAIL, SHEET 37.
- INSTALL STACKED TIMBER EDGING PER DETAIL, SHEET 37. MAX HEIGHT AS NOTED.
- REMOVE AND WASTEHAUL PAVEMENT. FINAL LOCATIONS SHALL BE DETERMINED IN THE FIELD BY THE CONTRACTING AGENCY.
- REMOVE AND WASTEHAUL EXISTING FENCE, INSTALL NEW 6" WOOD FENCE PER DETAIL, SHEET.
- INSTALL CATCH BASIN BERM PER DETAIL, SHEET 38.

ASPHALT
REMOVED
IN 2025

CONSTRUCT 6' WIDE PATH
PER TYPICAL PATH DETAIL,
SHEET 37

STRAIGHT-GRADE FROM
PATH EDGE TO R/W.
(±2' MAX CUT DEPTH)
CONTRACTOR TO SET UP
TEMP FENCING ALONG THE
WEST LIMIT OF R/W TO
PROTECT 4015 95TH AVE NE
PROPERTY

NO
PARKING
ANY
TIME

R7-1R
12" x 18"

2

±10" HIGH

2

REPAINT EXIST
CENTERLINE AND
REPLACE ALL RPMS.

CONNECT TO EXISTING ROCKERY
MATCH EXIST. ELEV.

ROCKERY PER
DETAIL, SHEET 38

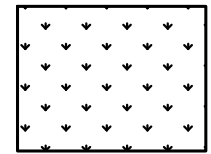
CONNECT TO EXISTING ROCKERY
MATCH EXIST. ELEV.

ANGLE POINT
TOP EL=±150.20
TOE EL=147.75
STA. 18+45, 17.0 RT

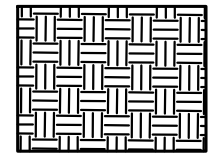
LEGEND:



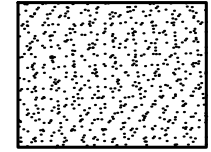
HMA
SEE TRENCH
RESTORATION
DETAIL, SHEET 38



SOD OVER 4" TOPSOIL



2" BARK MULCH
OVER 4" TOPSOIL



2" CSTC

BLOWUP SCALE: 1" = 5'

BURIED UTILITIES IN AREA CALL BEFORE YOU DIG

1-800-424-5555
EXISTING UTILITIES SHOWN ARE FROM THE
BEST AVAILABLE INFORMATION AND NO
GUARANTEE IS MADE AS TO THE EXACT SIZE,
TYPE, LOCATION OR DEPTH

RIGHT-OF-WAY DISCLAIMER

THE RIGHT-OF-WAY AND/OR
PROPERTY LINES SHOWN HEREON
ARE BASED ON AVAILABLE
INFORMATION, NOT ON A SURVEYED
LOCATION AND ARE ONLY
APPROXIMATE.

APPROVAL FOR CONSTRUCTION

BY: TOWN OF YARROW POINT

DATE: JANUARY 2024

APPROVAL EXPIRES: JANUARY 2025

Gray & Osborne, Inc.
CONSULTING ENGINEERS
3710 168TH STREET NORTHEAST,
BUILDING B, SUITE 210
ARLINGTON, WA 98223
(360) 454-5490

TOWN OF
YARROW POINT



TOWN OF
YARROW POINT

TOWN WIDE
STORMWATER AND
UGC PROJECT

No.	DATE	REVISION
-----	------	----------

ISSUED FOR: BID PLAN SET

ISSUE DATE: JAN 2024

APPROVED BY: KWB

CHECKED BY: KWB

DRAWN BY: CJB

DESIGNER: CJB

G & O JOB NO.: 23445

FILE: RESTORATION PLAN.DWG

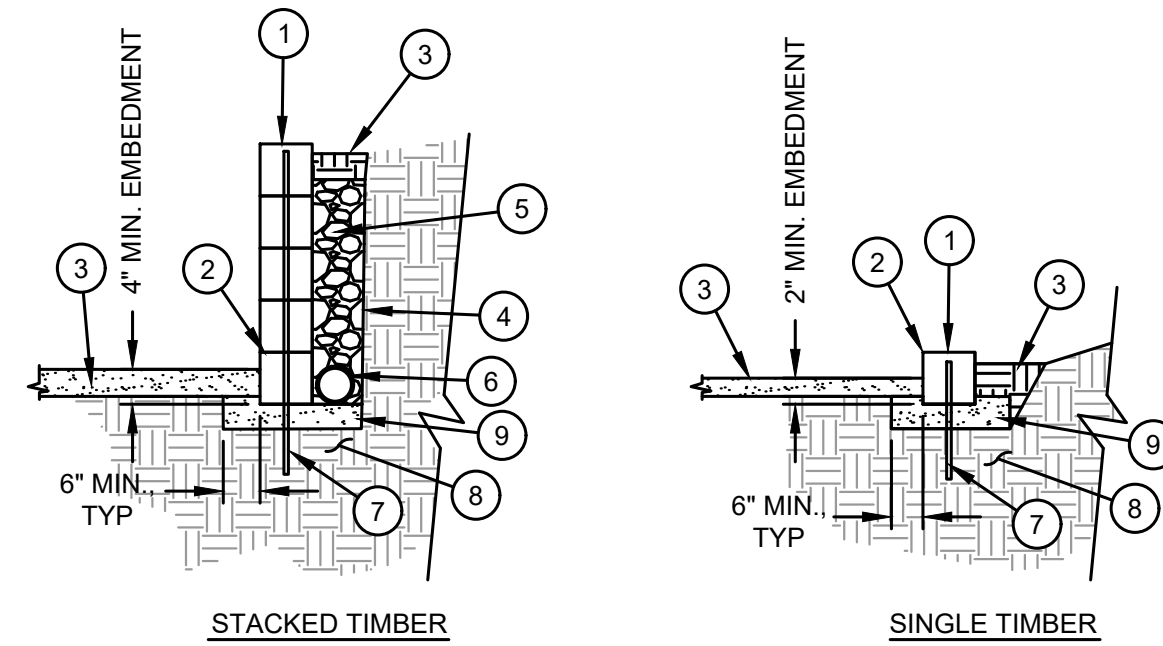
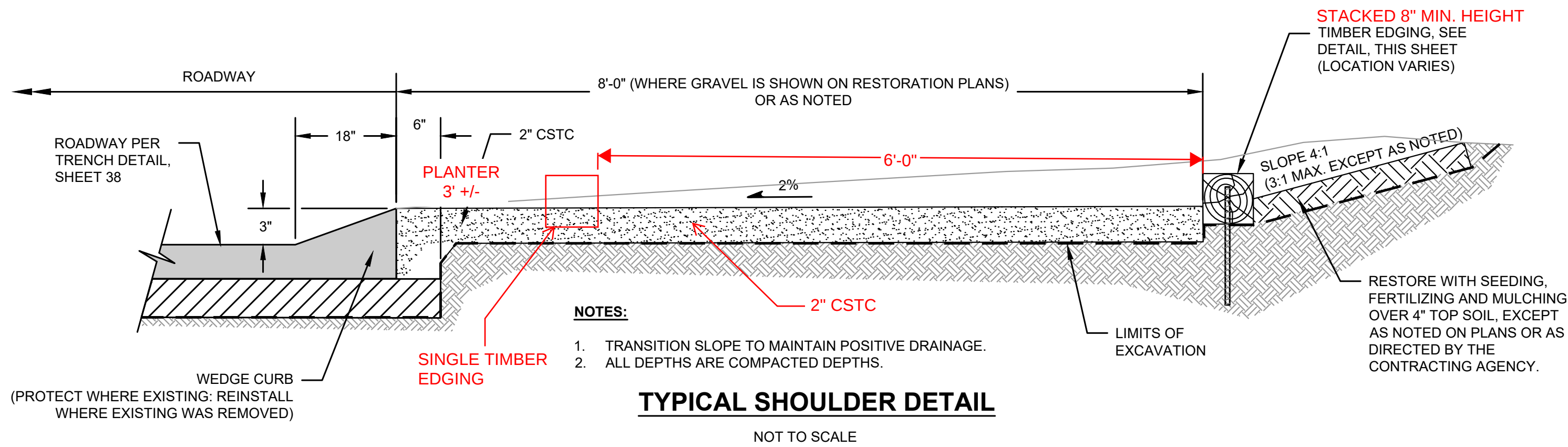
0 1" 2"
TWO INCHES AT FULL SCALE.
IF NOT, SCALE ACCORDINGLY

CIVIL

RESTORATION PLAN

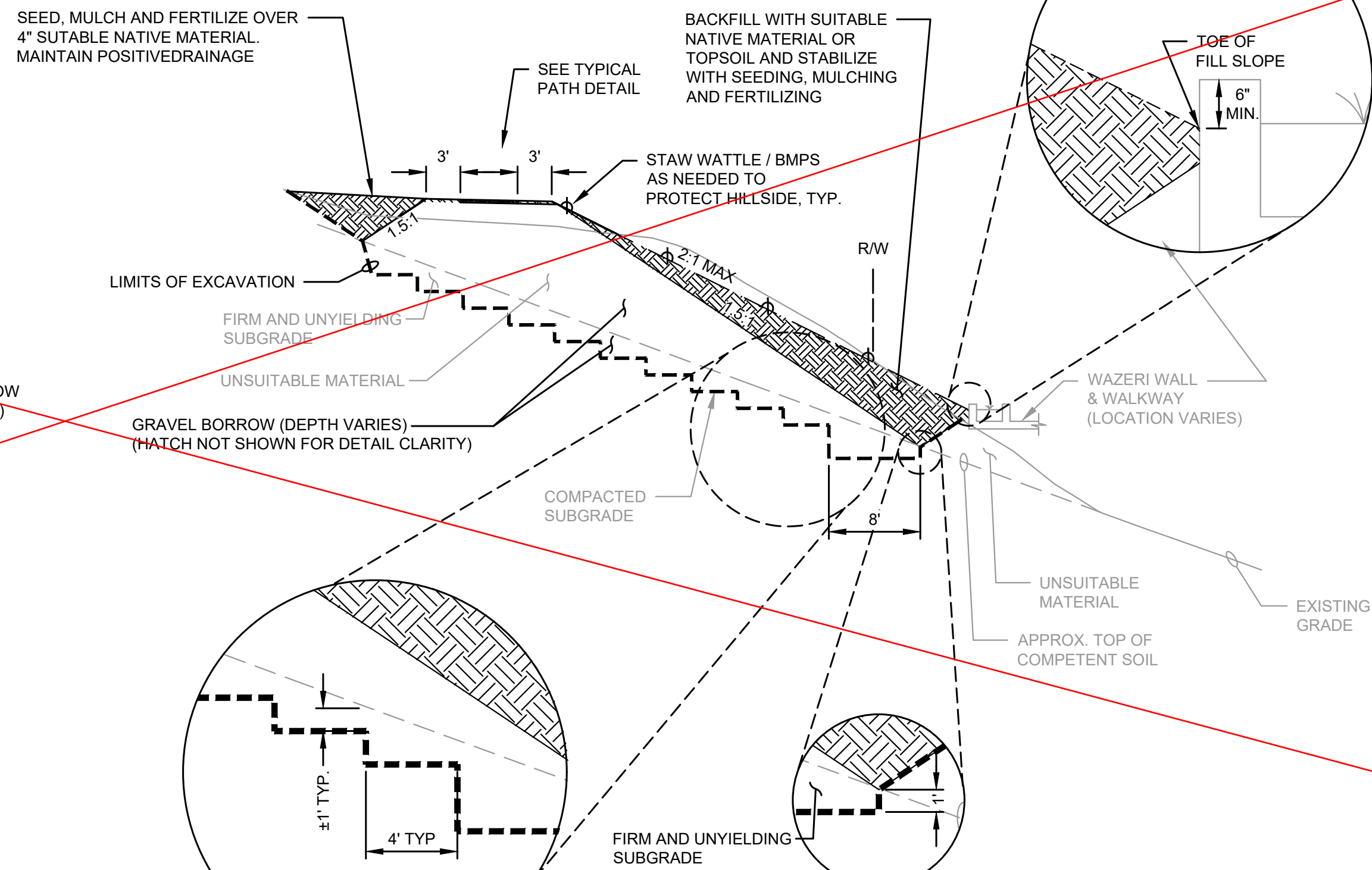
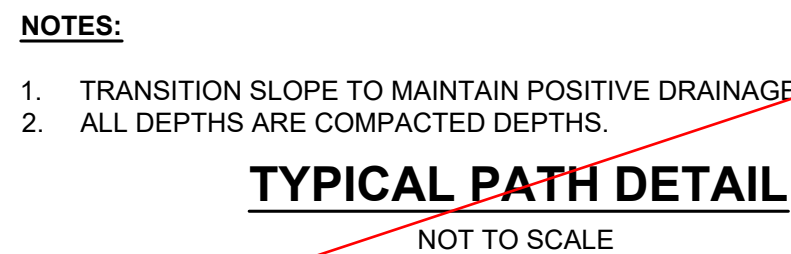
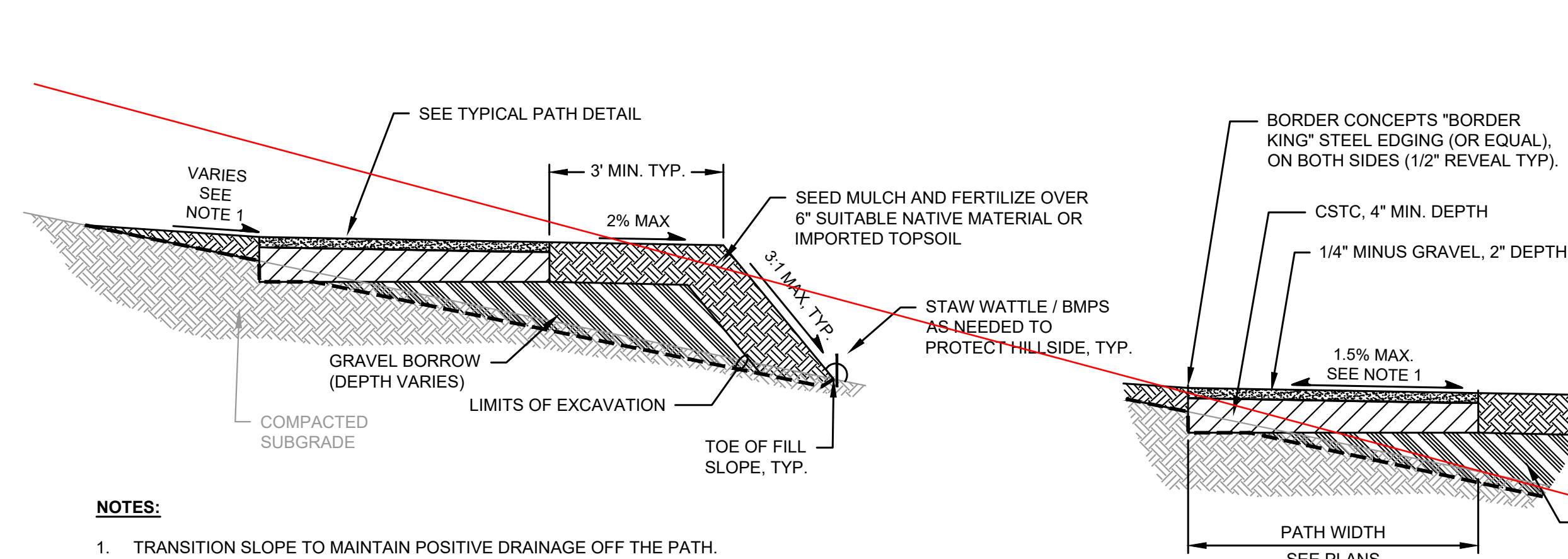
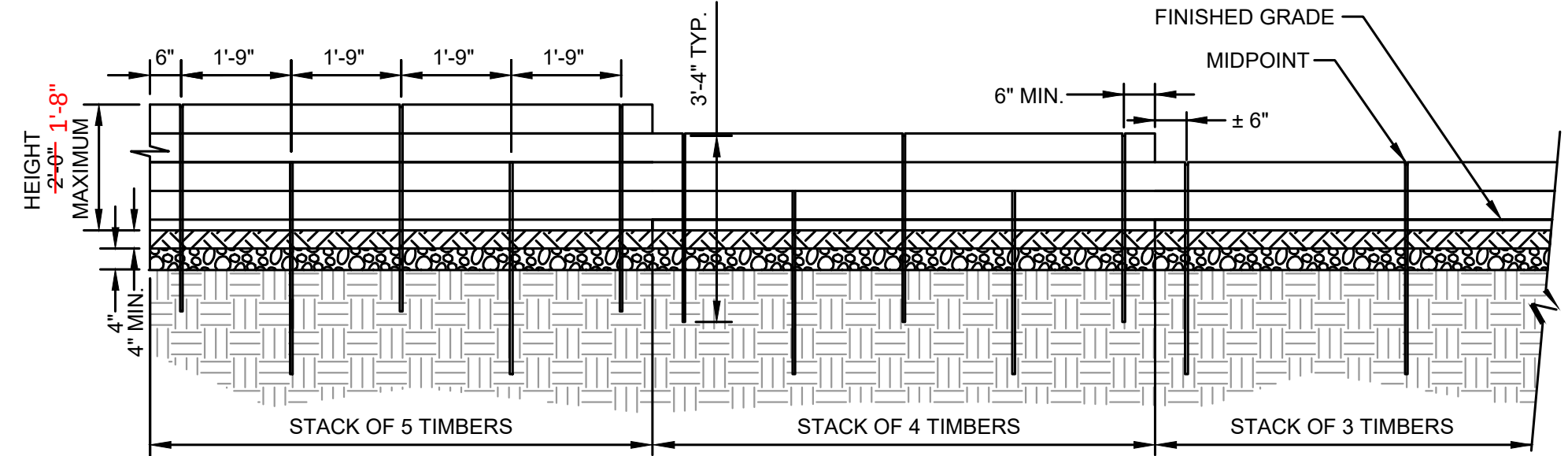
DRAWING: 35 OF: 40

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1. COUNTERSINK REBAR AND FILL HOLE WITH ACRYLIC CAULK, 1/2" DEEP
2. LANDSCAPE TIMBER (5 1/2" x 5 1/2")
3. SEE RESTORATION SHEETS 28 - 35.
4. FILTER GEOTEXTILE FABRIC SHALL BE MODERATE SURVIVABILITY CLASS A PER SECTION 9-33.1 OF THE WSDOT STANDARD SPECIFICATIONS.FABRIC
5. GRAVEL BACKFILL FOR DRAINS
6. PERFORATED 4" DRAIN PIPE, DAYLIGHT AT END OF TIMBER EDGING
7. #5 REBAR, 3'-4" LONG
8. COMPACTED SUBGRADE
9. 4" CSTC LEVELING PAD

- NOTES:
1. HEIGHT SHALL BE 4" (SINGLE TIMBER) EXCEPT AS NOTED ON THE PLAN. HEIGHT OF TIMBER EDGE WILL VARY BASED ON FIELD CONDITIONS, MAINTAIN 2" MIN. ABOVE FINISH GRADE AT BACK OF TIMBER EDGING.
 2. PLACE 5 REBAR AS SHOWN WHEN 4 OR MORE TIMBERS ARE STACKED. PLACE 3 REBAR WHEN 1-3 TIMBERS ARE STACKED.
 3. STAGGER VERTICAL JOINTS, MIN. 6" OVERLAP BETWEEN LEVELS.
 4. ALL DEPTHS ARE COMPACTED DEPTHS.



APPROVAL FOR CONSTRUCTION

BY: TOWN OF YARROW POINT

DATE: JANUARY 2024

APPROVAL EXPIRES: JANUARY 2025

No.	DATE	REVISION
ISSUED FOR:		
BID PLAN SET		
ISSUE DATE:		
JAN 2024		
APPROVED BY:		
KWB		
CHECKED BY:		
KWB		
DRAWN BY:		
CJB		
DESIGNER:		
CJB		
G & O JOB NO.:		
23445		
FILE:		
DETAILS.DWG		

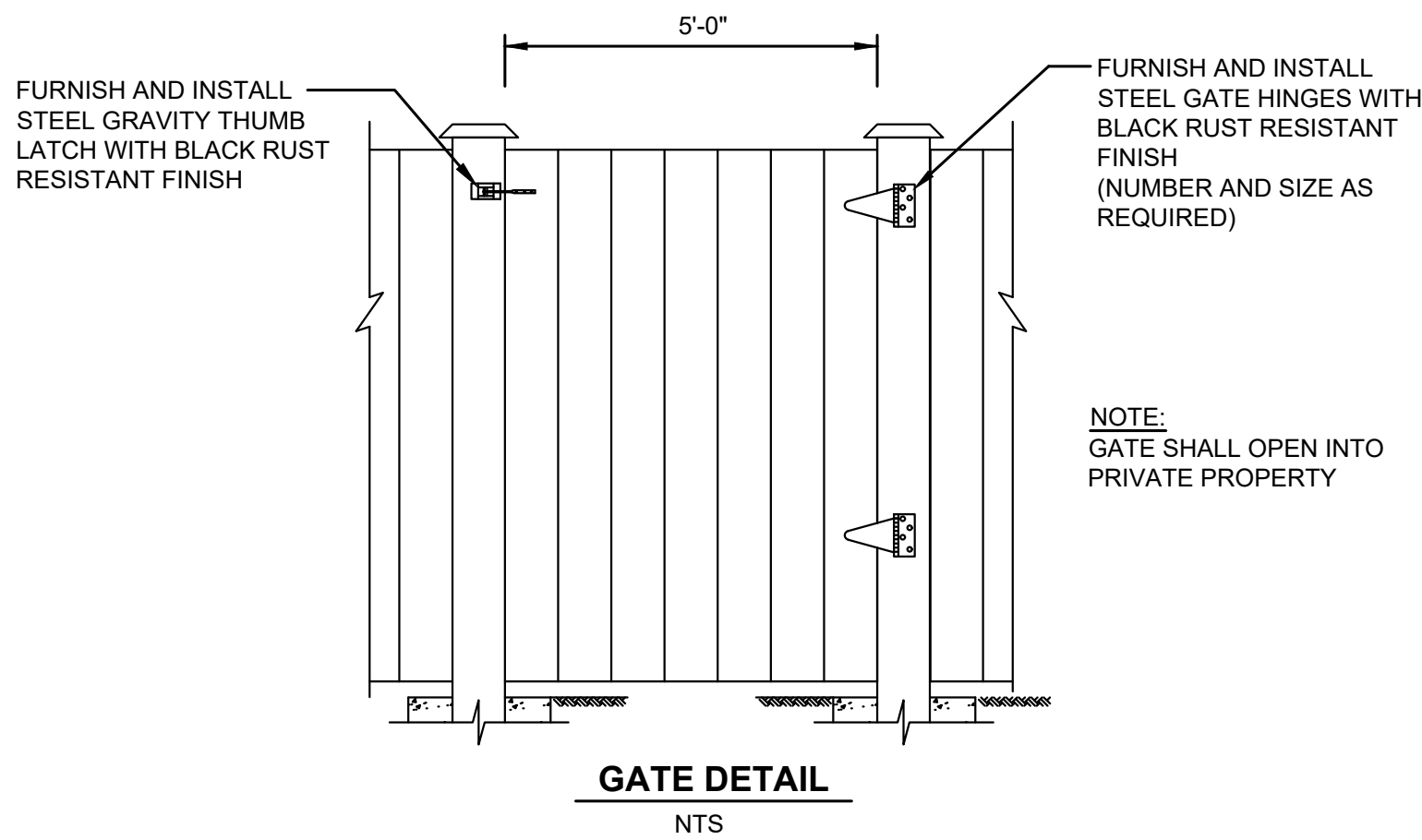
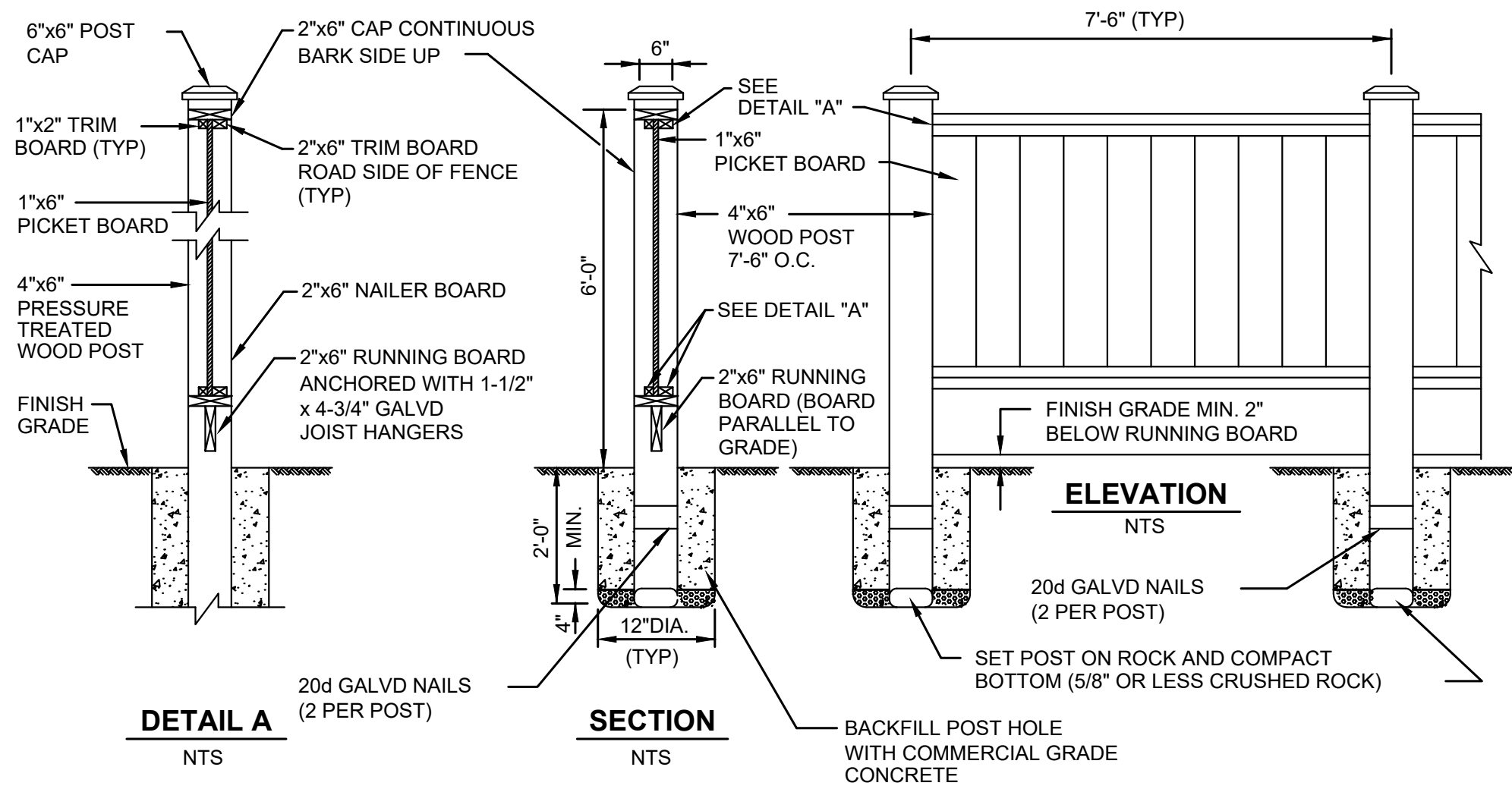
0 1" 2"
TWO INCHES AT FULL SCALE.
IF NOT, SCALE ACCORDINGLY

CIVIL

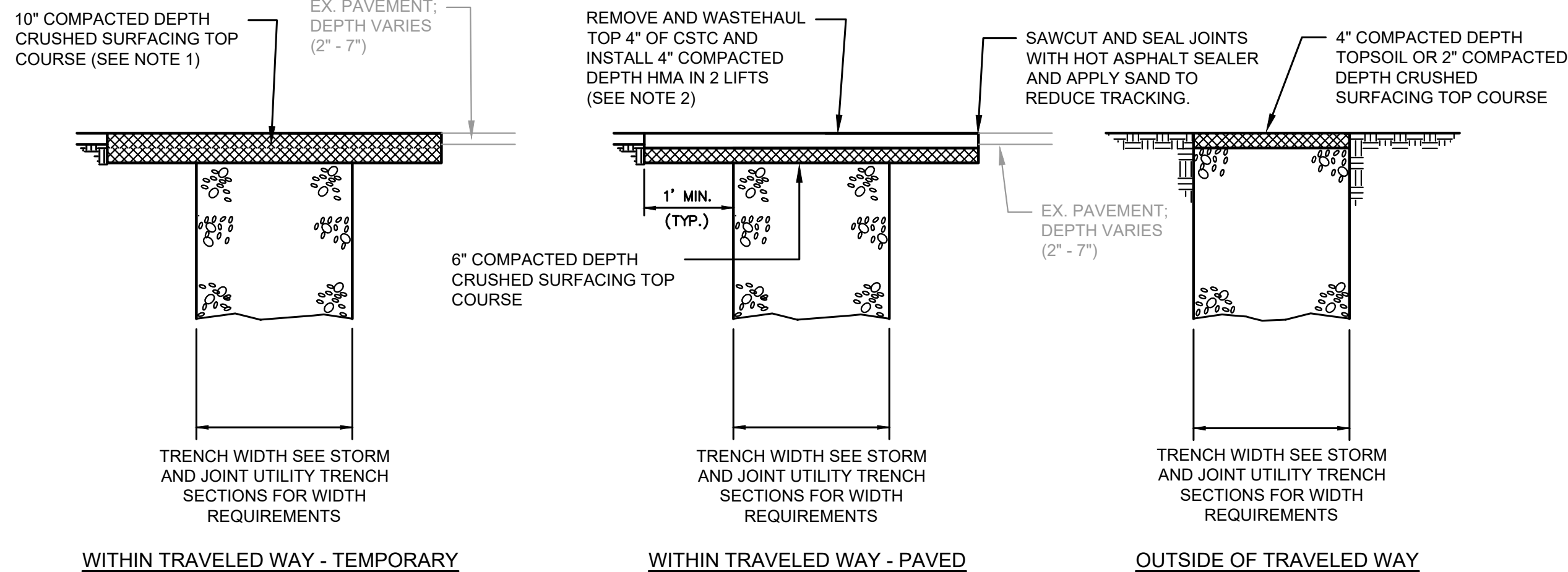
**CONSTRUCTION
DETAILS**

DRAWING: **37** OF: **40**

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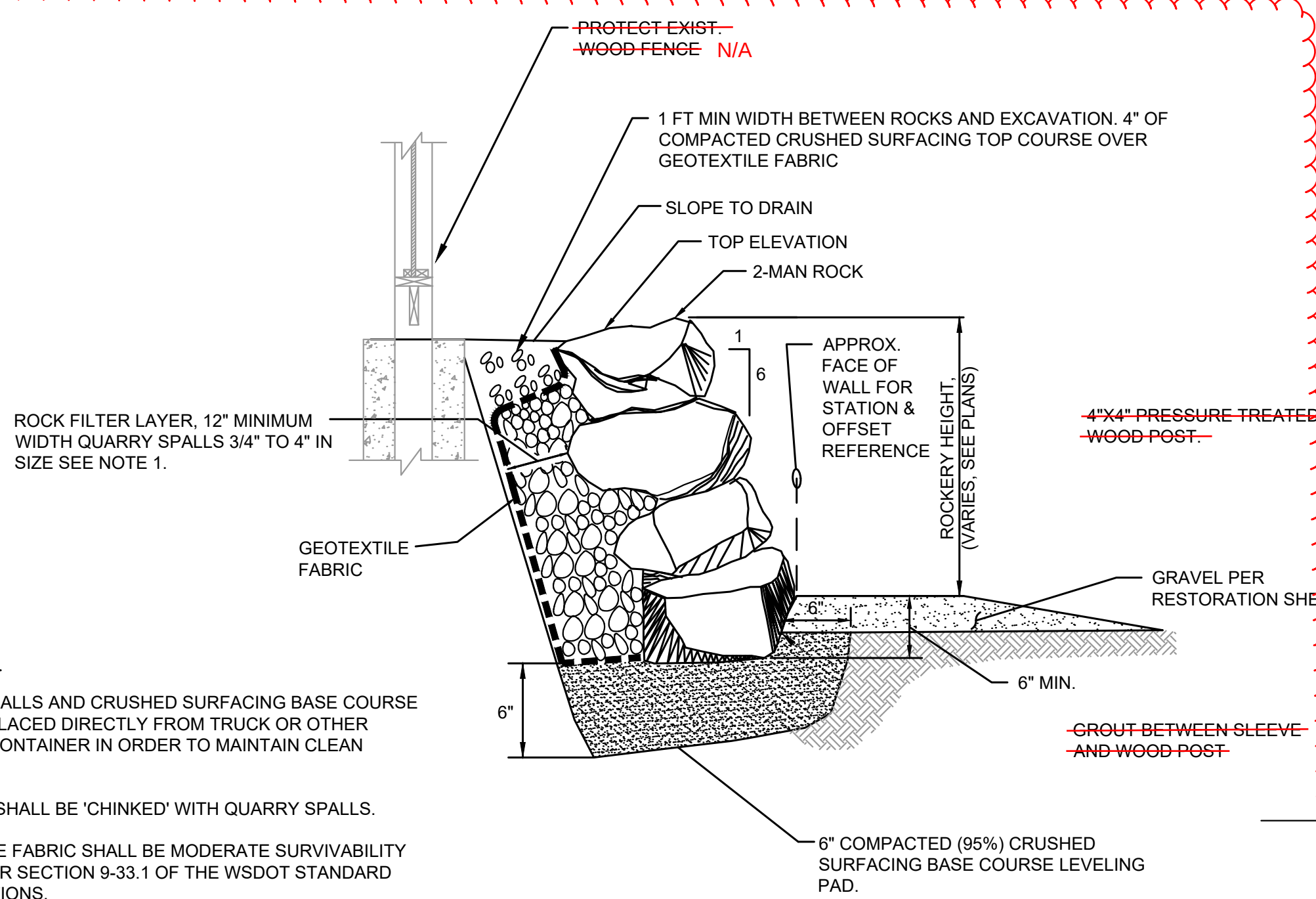
WOOD FENCE DETAIL
NOT TO SCALE



NOTES:

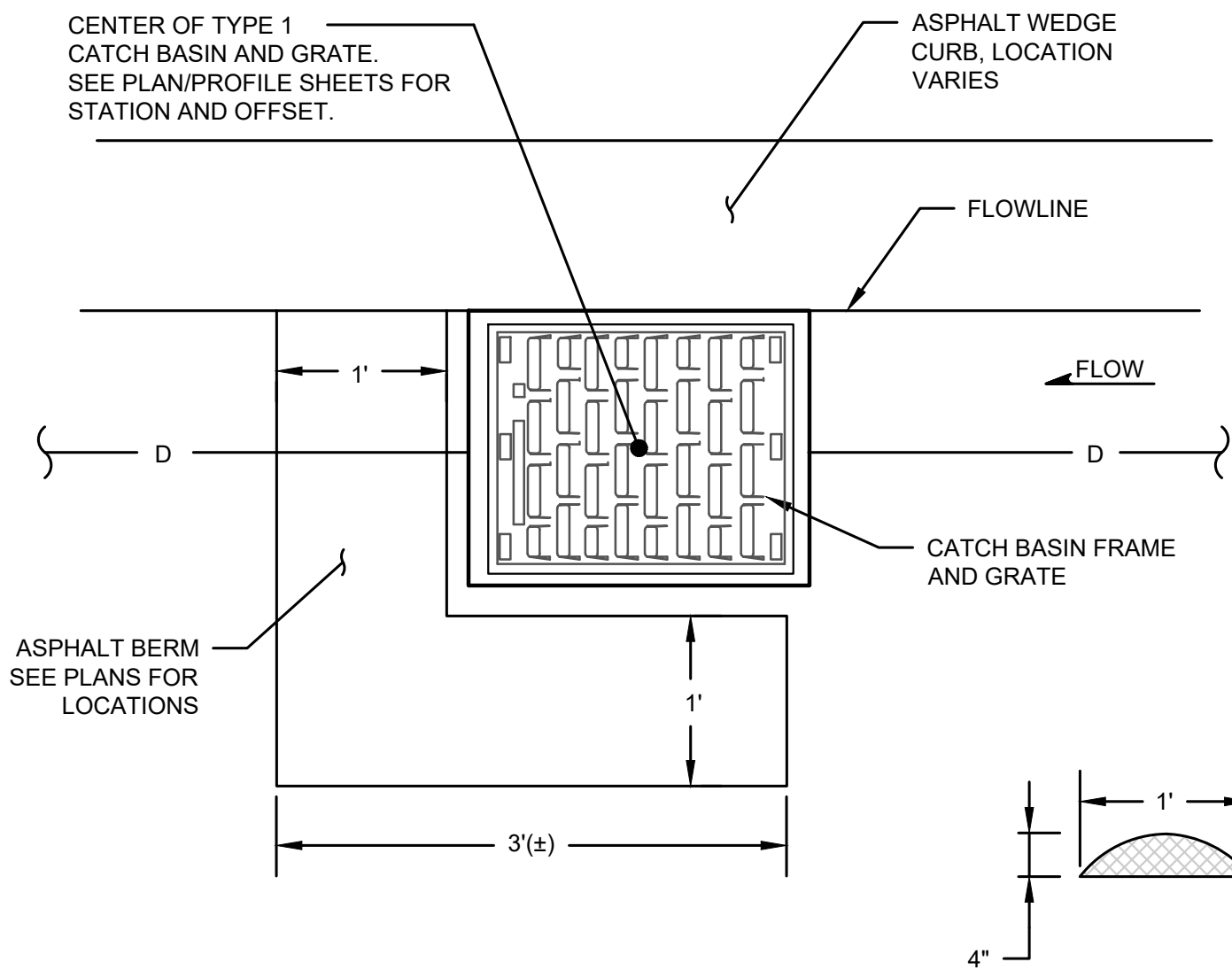
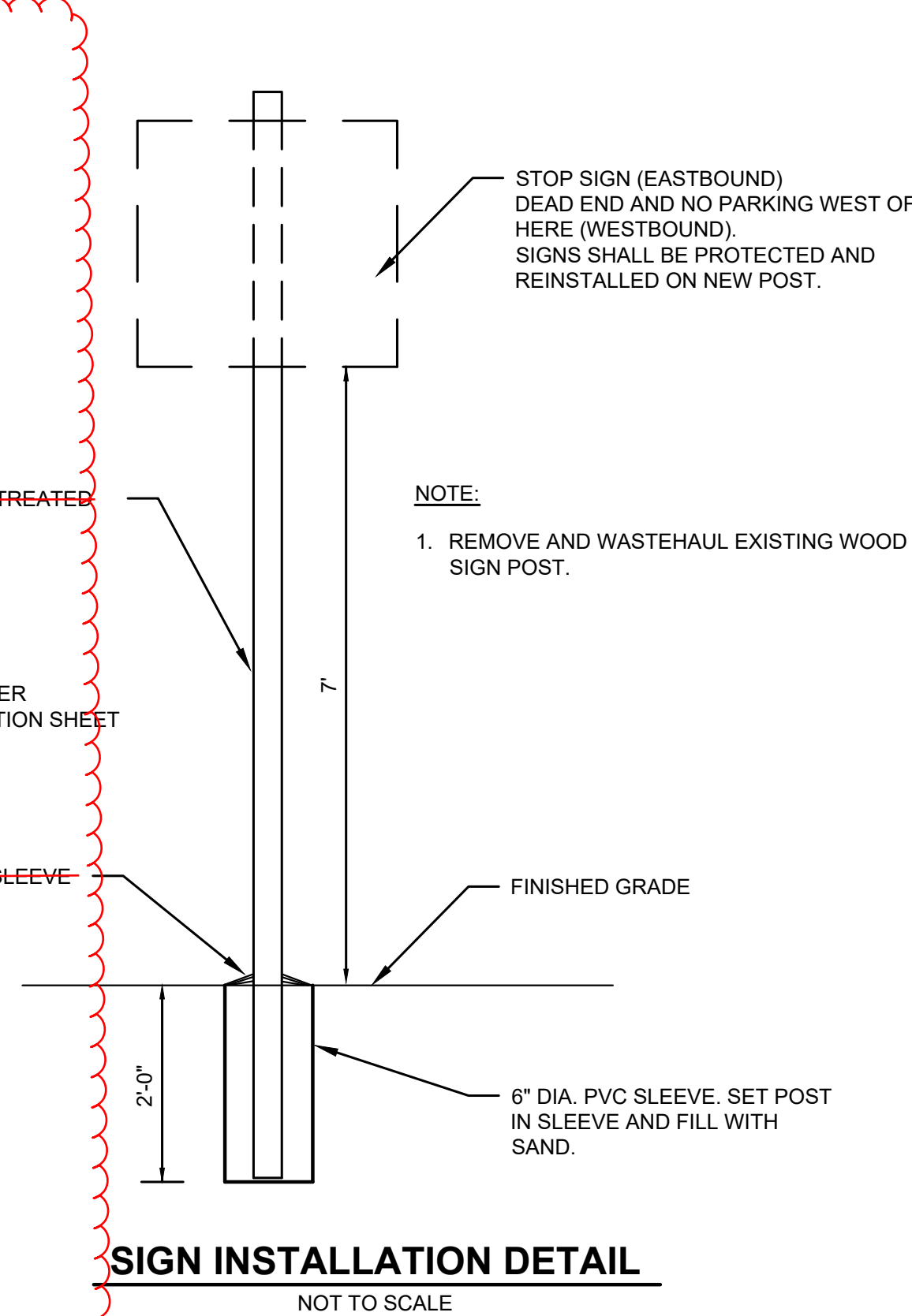
- CONTRACTOR SHALL MAINTAIN THE GRAVEL SURFACE. TO INCLUDE, BUT NOT LIMITED TO FILLING POTHOLES WITH ADDITIONAL GRAVEL, RECOMPACTING, AND WATERING FOR DUST CONTROL.
- REMAINING ROCK SHALL BE RECOMPACTED PRIOR TO INSTALLING HMA.

TRENCH RESTORATION DETAIL
NOT TO SCALE

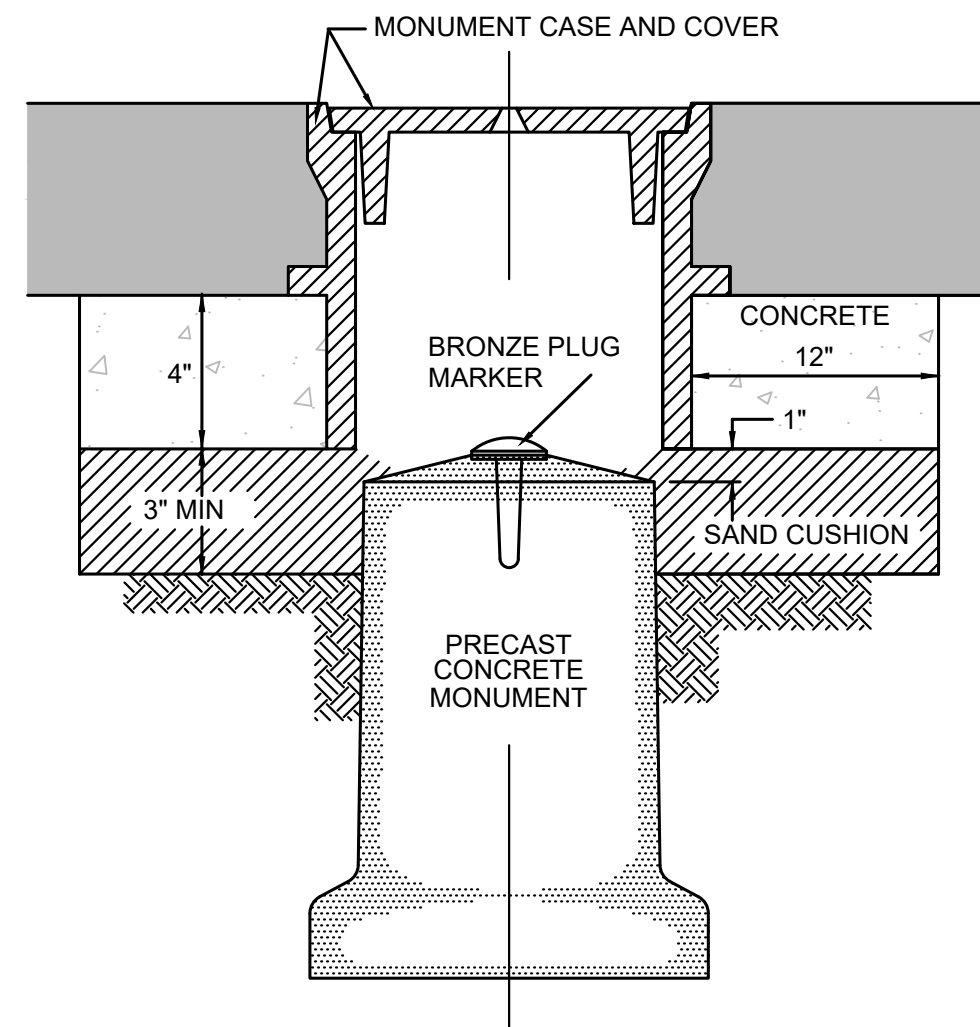


GENERAL NOTES:

- QUARRY SPALLS AND CRUSHED SURFACING BASE COURSE SHALL BE PLACED DIRECTLY FROM TRUCK OR OTHER SUITABLE CONTAINER IN ORDER TO MAINTAIN CLEAN BACKFILL.
- OPENINGS SHALL BE 'CHINKED' WITH QUARRY SPALLS.
- GEOTEXTILE FABRIC SHALL BE MODERATE SURVIVABILITY CLASS A PER SECTION 9-33.1 OF THE WSDOT STANDARD SPECIFICATIONS.



CATCH BASIN BERM DETAIL
NOT TO SCALE



NOTE:

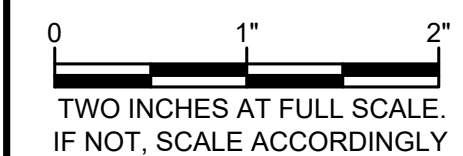
- CONTRACTOR SHALL FURNISH & INSTALL THE PRECAST MONUMENT, BRASS PLUG MARKER, CASE AND COVER.
- THE CONTRACTOR SHALL PROVIDE THE NECESSARY SURVEY REQUIRED TO SET AND "PUNCH" THE MONUMENT.
- THE CONTRACTOR SHALL BE REQUIRED TO PREPARE AND SUBMIT ALL PERMITS REQUIRED WHEN AN EXISTING MONUMENT IS REMOVED AND/OR DESTROYED.

CASED MONUMENT DETAIL
NOT TO SCALE

APPROVAL FOR CONSTRUCTION

BY: David Schneider
TOWN OF YARROW POINT
DATE: JANUARY 2024
APPROVAL EXPIRES: JANUARY 2025

No.	DATE	REVISION
ISSUED FOR: BID PLAN SET		
ISSUE DATE: JAN 2024		
APPROVED BY: KWB		
CHECKED BY: KWB		
DRAWN BY: CJB		
DESIGNER: CJB		
G & O JOB NO.: 23445		
FILE: DETAILS.DWG		



CIVIL

CONSTRUCTION DETAILS



Center for Government Innovation

Responsible bidder checklist

Date of Review:	8/7/2026
Bidder name:	West Peak Construction llc
Project name:	26-0012 95th Ave NE Pathway Extension Rebid
Completed by:	Stacia Schroeder, PE
Conclusion:	Responsible Bidder

Instructions: Use this optional tool to evaluate whether your bidder complies with the responsibility criteria outlined in state law, RCW 39.04.010 and 39.04.350. You should perform the review after you receive bids, but before you award a contract. If your bidder does not meet all responsibility criteria, refer to RCW 39.04.350 (3)(c) and (d) for more information.

Question		How to check	Yes or N/A	No
1	Registration/License: At the time of bid submittal, is the contractor properly registered as required by RCW 18.27, or do they have a contractor license as required for plumbing, elevator and electrical contractors (RCW 18.106, 70.87, and 19.28, respectively)?	Department of Labor and Industries Verify a Contractor Tool	Yes	
2	UBI Number (also serves as the state excise tax registration number): Does the contractor have a current Unified Business Identifier (UBI) number?	Department of Revenue Business Lookup Tool	Yes	
3	Industrial Insurance Coverage: Does the contractor have industrial insurance coverage for its employees working in Washington, as required by RCW 51, or is it certified to cover its own workers' compensation costs (self-insured)?	Department of Labor and Industries Verify a Contractor Tool	Yes	
4	Employment Security Department (ESD) Number: Does the contractor have an ESD number, as required in RCW 50, or is the vendor exempt from needing one? <i>Note: This only applies if the contractor employs one or more employees (see definition of employer RCW 50.04.080).</i>	You should have a process to obtain this documentation from the contractor. You can also verify with ESD directly: Email: OlympiaAMC@esd.wa.gov Phone: (855) 829-9243 <i>As of July 1, 2026, verify this information using Department of Labor and Industries 'Verify a Contractor Tool'</i>	Yes	
5	Debarred Contractors: Is the contractor in good standing with the State of Washington (not debarred) and able to bid on public works projects? <i>Note: State debarment may occur under RCW 39.06.010 and 39.12.065(3). If you plan to use any federal funds on your project, you must also verify federal debarment using one of the three allowable methods outlined in the Uniform Guidance (2 CFR §180.300).</i>	Department of Labor and Industries Debarred Contractors List ; or	Yes	
		Department of Labor and Industries Contractor Strikes webpage	Yes	

	Question	How to check	Yes or N/A	No
6	Apprentice utilization violations: If the public works project is subject to apprentice utilization requirements under RCW 39.04.320, is the contractor free from any violations related to apprenticeship requirements in RCW 49.04? <i>Note: The contractor must not have been found out of compliance by the Washington State Apprenticeship and Training Council for the one-year period immediately after the date of the bid solicitation.</i>	Department of Labor and Industries Verify a Contractor Tool	N/A	
7	Public Works Training: Has the contractor received training on public works and prevailing wage requirements under chapters RCW 39.04 and 39.12, or is the contractor exempt from this training? <i>Note: A vendor may be exempt if they have completed three or more public works projects and have had a valid Washington business license for three or more years.</i> (As of 7/1/2027, this requirement will change due to HB 1549, which will modify language in RCW 39.04.350. See the cell comment for the new requirement, which will replace the language above).	Department of Labor and Industries Verify a Contractor Tool	Yes	
8	Violations of Wage Payment Laws: Is the contractor free from any Labor & Industries (L&I) citation/assessment or court judgement indicating they have willfully violated, as defined in RCW 49.48.082, any provision of RCWs 49.46, 49.48, or 49.52? <i>Note: The contractor must not have been notified of any violations within the three-year period immediately preceding the date of the bid solicitation.</i> You must obtain a signed statement from the contractor per RCW 39.04.350(2). Municipal Research and Services Center (MRSC) has developed a model statement to satisfy this requirement.	You will need to obtain this from your contractor. You may choose to use MRSC's Model Statement for this purpose (scroll to mandatory bidder responsibility criteria section, the link is listed there under "model statement").	Signed Statement Received via email 9/1/2026	
9	New requirement as of July 1, 2026, for a project subject to apprentice utilization requirements under RCW 39.04.320: Did the contractor submit an apprentice utilization plan to you before they received the notice to proceed? <i>Note: You may exempt the bidder from this requirement if they met or exceeded apprentice utilization requirements on the last public works project they completed. (HB 1549 will modify RCW 39.04.350)</i> <i>L&I will develop and make available an apprentice utilization plan template that you should require your bidders to use. If you want to use your own template, you must meet certain criteria and seek approval from L&I.</i>	You will need to obtain this from your contractor. To determine whether they qualify for an exemption, use the Department of Labor and Industries Verify a Contractor Tool	N/A	
10	New requirement as of July 1, 2026, Minor Work Permit Violation: At the time of bid submittal, had the contractor not had its minor work permit revoked under RCW 49.12.390(4)? (HB 1644 will modify RCW 39.04.350)	Department of Labor and Industries Verify a Contractor Tool	Yes	
11	Supplemental Criteria (optional): Did the contractor meet all other supplemental criteria for determining bidder responsibility that your government chose to adopt, as authorized by RCW 39.04.350? <i>Note: Refer to the Capital Projects Advisory Review Board's Bidder Responsibility Guidelines (see link below), for more information about supplementary criteria, including examples and sample language.</i> Capital Projects Advisory Review Board's Bidder Responsibility Guidelines	Will vary, for you to determine.	N/A	

For assistance

This resource has been developed by the Center for Government Innovation of the Office of the Washington State Auditor. Please send any questions, comments or suggestions to Center@sao.wa.gov.

Disclaimer

This resource is for informational purposes only. It does not represent prescriptive guidance, legal advice, an audit recommendation or audit assurance. It does not relieve governments of their responsibilities to assess risks, design appropriate controls and make management decisions.

MEMORANDUM

TO: Yarrow Point Town Council
FROM: Katy Harris, Mayor
Elizabeth M. Adkisson, Clerk-Treasurer
DATE: September 8, 2026
SUBJECT: Introduction: 2027 Budget Timeline/Process and Proposed Property Tax Increase

RECOMMENDED ACTION

Review 2027 Budget Timeline/Process, which includes the process for considering a one percent property tax increase; provide questions and feedback to the Mayor and Staff.

BACKGROUND/HISTORY

Budget

The budget process for Washington Towns, including steps and deadlines, is outlined in Chapter 35.33¹ Revised Code of Washington (RCW). The Town of Yarrow Point adopts an annual budget, in accordance with Yarrow Point Municipal Code Title 3², Revenue and Finance.

Property Tax Increase

In accordance with RCW 35.27.370(8), the Town Council shall have power: *to levy and collect annually a property tax, for the payment of current expenses and for the payment of indebtedness (if any indebtedness exists) within the limits authorized by law.* The process for fixing the amount of revenue to be raised by ad valorem taxes is outlined in RCW 35.33.135.

DISCUSSION/ANALYSIS

The 2027 Budget Timeline and Process is included as Attachment 1. In addition to the statutory deadlines prescribed for budget adoption, the Mayor and Staff have prepared this timeline to include several staff and council-specific milestones. This draft was provided in advance to the Town Council and Staff/Consultants. Based on the feedback and questions received, the timeline has been adjusted to include items related to the Mayor's Performance Evaluation, which may include the consideration of a merit increase.

¹ RCW 35.33 - <https://app.leg.wa.gov/RCW/default.aspx?cite=35.33>

² YPMC Title 3 - <https://ecode360.com/50209157>

The Council-specific budget touches include:

August

- Week of 08/24 - Mayor/Clerk - Email to Council re draft timeline/process

September

- 09/08 Council Meeting
 - Introduction: 2027 Budget Timeline/Process & Proposed 1% Property Tax Increase
- 09/09-18 - Mayor/Councilmember Meetings re Budget Expectations/Goals
- Week of 09/28 - Mayor/Councilmember Representative (CM Hanson) Meeting - Budget Estimates Review

October

- 10/05 - Mayor provides Clerk/Council with Preliminary Budget (via email)
- 10/13 Council Meeting
 - Introduction: 2027 Preliminary Budget
 - Public Hearing: 2027 Revenue Sources/Property Tax Levy + Utilities
 - Ordinance: Adopting 2027 Property Tax Levy (Final Reading)
 - Public Hearing: 2027 Preliminary Budget
 - Resolution: Approve 2027 ARCH Work Plan & Contributions
 - Draft 2027 Fee Schedule
 - Mayor Performance Evaluation: Timeline/Process
- Week of 10/26 - Mayor/Councilmember Representative (CM Hanson) Meeting - Final Budget Review
- 10/27 (*Tentative - if needed*) *Preliminary Budget Special Meeting/Study Session*

November

- 11/02 - Mayor provides Clerk/Council Final Budget & Budget Message (via email)
- 11/10 Council Meeting
 - Public Hearing: 2027 Final Budget
 - Ordinance: Adopting 2027 Budget (First Reading)
 - Resolution: Adopting 2027 Fee Schedule
 - Mayor Performance Evaluation & Consideration of Merit Increase
- 11/24 (*Tentative - if needed*) *Final Budget Special Meeting/Study Session*

December

- 12/08 Council Meeting
 - Ordinance: Adopting 2027 Budget (Final Reading)

For reference on Attachment 1:

- The shaded lines indicate the statutory budget process deadlines (RCW 35.33).
- The bolded lines include the upcoming council meeting schedule and budget specific items to be included (the final agendas may include other items non-budget related).

FINANCIAL AND POLICY IMPACTS (IF ANY)

Financial

- The budget process commits a significant amount of mayoral and staff time and focus on this specific topic for the remainder of the year. Non-urgent matters may be delayed.
- An approved one percent property tax increase is a regular source of revenue and consistently approved during the budget process.

Policy

- The budget timeline and process are guided by multiple statutory deadlines and include several council-specific touches to provide ample opportunity for budget policy-related discussion.
- Supporting the proposed one percent property tax increase is a regular policy decision supported by the Town Council.

ALTERNATIVE ACTIONS

N/A

TIME CONSTRAINTS AND NEXT STEPS (IF ANY)

The budget timeline outlines the statutory deadlines and internal processing milestones for the timely adoption of the 2027 budget.

Immediate next steps - Following the September Council Meeting, the Mayor and Clerk Treasurer will be meeting with each individual Councilmember to discuss the budget process and timeline, as well as policy expectations and goals. These meetings are scheduled to occur September 9-18, 2026. The Mayor and Clerk Treasurer will also meet with the Council representative (Councilmember Hanson) to review the draft Preliminary Budget, prior to distribution by October 5, 2026.

ATTACHMENTS

1. *2027 Budget Timeline/Process*

2027 TYP Budget Calendar/Process

DRAFT

9/1/2026

August

8/24-28/2026 Clerk - Email to staff re draft budget timeline/process
Mayor/Clerk - Email to Council re draft timeline/process

September

9/1/2026 Clerk - Email to staff re budget estimates (rev/exp)

9/8/2026 Regular Council Meeting

Introduction: 2027 Budget Timeline/Process & Proposed 1% Property Tax Increase

9/09-18/2026 Mayor/Councilmember Meetings re Budget Expectations/Goals

9/14/2026 *Statutory Deadline: Clerk - Email to staff re budget requests (estimated revs/exps) & deadlines*

9/14-18/2026 Mayor/CT/Staff Meetings re budget estimates

9/18/2026 Deadline: Staff - budget estimates (rev/exp) to Clerk

9/21-25/2026 Mayor/CT Meetings re budget estimates

9/28/2026 *Statutory Deadline: Staff - budget estimates (rev/exp) to Clerk*

9/28-10/02/2026 Mayor/Councilmember Representative (CM Hanson) Meeting - Budget Estimates Review

October

10/1/2026 *Statutory Deadline: Clerk - provide Preliminary Budget to Mayor (estimates: revenues, expenditures, salaries, assumptions, etc.)*

10/1/2026 Finalize Public Notice - Preliminary Budget, Public Hearings (Budget & Revenue Sources)

10/2/2026 Send Public Notice to ST - Preliminary Budget, Public Hearings (Budget & Revenue Sources)

10/5/2026 *Statutory Deadline: Mayor - provides Clerk/Council with Preliminary Budget (email)*

10/6/2026 FIRST PUBLICATION - Publish & Post Public Notice - Preliminary Budget, Public Hearings (Budget & Revenue Sources)

10/13/2026 SECOND PUBLICATION - Publish & Post Public Notice - Preliminary Budget, Public Hearings (Budget & Revenue Sources)

10/13/2026 Regular Council Meeting

Introduction: 2027 Preliminary Budget

Public Hearing: 2027 Revenue Sources/Property Tax Levy + Utilities

Ordinance: Adopting 2027 Property Tax Levy (Final Reading)

Public Hearing: 2027 Preliminary Budget

Resolution: Approve 2027 ARCH Work Plan & Contributions

Draft 2027 Fee Schedule

Mayor Performance Evaluation: Timeline/Process

10/14/2026 Send Public Notice to ST - Ordinance Summary: Adopting Property Tax Levy

10/16/2026 PUBLICATION - Ordinance Summary: Adopting Property Tax Levy

10/21/2026 EFFECTIVE - Ordinance: Adopting Property Tax Levy

10/26-30/2026 Mayor/Councilmember Representative (CM Hanson) Meeting - Final Budget Review

10/27/2026 *(Tentative - If Needed) Preliminary Budget Special Meeting/Study Session*

November

11/2/2026 *Statutory Deadline: Mayor - provides Clerk/Council Final Budget & Budget Message (email)*

11/10/2026 Regular Council Meeting

Public Hearing: 2027 Final Budget

Ordinance: Adopting 2027 Budget (First Reading)

Resolution: Adopting 2027 Fee Schedule

Mayor Performance Evaluation & Consideration of Merit Increase

11/20/2026 *Statutory Deadline: Clerk - copies of budget available for public*

11/24/2026 *(Tentative - If Needed) Final Budget Special Meeting/Study Session*

11/30/2026 *Statutory Deadline: Clerk - file property tax ordinance with County*

December

12/8/2026 Regular Council Meeting

Ordinance: Adopting 2027 Budget (Final Reading)

12/9/2026 Send Public Notice to ST - Ordinance Summary: Adopting 2027 Budget

12/11/2026 PUBLICATION - Ordinance Summary: Adopting 2027 Budget

12/16/2026 EFFECTIVE - Ordinance: Adopting 2027 Budget

12/31/2026 *Deadline: Council - Budget Adoption & Clerk - transmittal of budget to AWC/MRSC & SAO*

January

1/1/2027 EFFECTIVE - 2027 Budget

MEMORANDUM

TO: Yarrow Point Town Council
FROM: Aleksandr Romanenko, Town Planner
DATE: September 8, 2026
SUBJECT: Amend 2026 Planning Commission Work Plan

RECOMMENDED ACTION

Move to amend the 2026 Yarrow Point Planning Commission Work Plan to add “Tree Code Alignment with Critical Areas and Shoreline Code Regulations.”

BACKGROUND/HISTORY

The Yarrow Point Town Council approved the 2026 Planning Commission Work Plan on _____. Since that time, the Commission has made steady progress, completing all items save for two:

- Affordable Housing Fee in Lieu
- Climate Planning - Mandatory & Grant Funded.

At their August Meeting, the Commission reviewed potential items to be added to the 2026 Work Plan, based on the community survey completed within the Comprehensive Plan Update process. The topics reviewed included: objective design and aesthetic standards, enhanced tree preservation ordinance, off-street parking regulations infrastructure impact and development fees, pedestrian and multi-modal infrastructure integration, subdivision requirements, and zoning review.

Upon discussion, the Planning Commission approved a motion “to propose adding the Tree Code item to the 2026 Work Plan and continue to explore potential additions regarding density and off-street parking.”

The proposed amendment to the 2026 Planning Commission Work Plan is presented for Council’s consideration.

DISCUSSION/ANALYSIS

The Town has not previously undergone a process to align the private property, public property, critical areas, and shoreline master program tree regulations.

The proposed work plan item would have two primary components: 1) for the Planning Commission to review and compare the current regulations to determine how much change, if any, is needed to better align the various tree regulations; these recommendations would be presented to Town Council for consideration; and 2) if approved, the Planning Commission would work with Staff and Consultants to develop and propose code updates to align the various tree regulations.

The aim of proposing to add this item to the 2026 Planning Commission Work Plan is to determine if it is an appropriate use of Town resources to undertake updates to several codes and regulations which govern trees in the Town. If upon review there is a need for code amendments, then the Commission would recommend to the Council that these changes be made. Subsequently the Council would have the opportunity to decide if further resources should be committed to creating draft code revisions and updates, as well as providing direction regarding code alignment.

FINANCIAL AND POLICY IMPACTS (IF ANY)

Financial

- Staff and consultant time will be required to review code, draft any needed amendments, attend meetings, and formalize code updates when/if adopted. This would involve the Town Planner, Arborist, and Engineer.

Policy

- The proposed work item is in line with the comprehensive plan and our current approach to tree regulations.

ALTERNATIVE ACTIONS

- 1) Take no action – This may result in code conflicts impacting the permitting process, Town right-of-way (ROW) projects, and increasing staff time spent on resolving issues on a case-by-case basis without definitive regulation.
- 2) Amend the 2026 Work Plan to assign another topic, such as: objective design and aesthetic standards, off-street parking regulations, infrastructure impact and development fees, pedestrian and multi-modal infrastructure integration, subdivision requirements, and zoning review.

TIME CONSTRAINTS AND NEXT STEPS (IF ANY)

The Planning Commission will continue to meet monthly to review and prepare the DRAFT 2027 Work Plan; if the proposed work plan amendment is approved, they will also initiate phase one of the tree code regulations alignment project. *Note: this project may continue into 2027.*

ATTACHMENTS

1. Proposed - Amended 2026 Planning Commission Work Plan



Town of Yarrow Point

2026 Planning Commission Work Plan

The Planning Commission's mission is to serve as advisor to the Town Council in the review, recommendation, and development of Town land-use and policy issues. To accomplish this, the Planning Commission reviews current land-use issues facing the Town, the region, and the nation and then develops and/or reviews land-use and zoning ordinances in response to those issues. After holding public hearings to review these draft ordinances with citizens of the Town and obtain their comments on the proposed legislation, the Planning Commission forwards their draft and recommendation for action to the Town Council for discussion and possible adoption.

2026 Work Plan Items:

Community Initiatives: (To be completed serially in numbered order)

1. Affordable Housing Fee in Lieu (On Hold)
2. Short Term Rentals (Completed)
3. Vacant Housing (Completed)
4. Eagle Regulations (Completed)
5. **Tree Code Alignment**

Mandatory Work Items: (Priority based on Statutory deadlines)

- Climate Planning - Mandatory & Grant Funded (On Hold)

2026 Planning Commission Regular Meeting Schedule

January: 20th
February: 17th
March: 17th (St Patrick's Day)
April: 21st
May: 19th
June: 16th

July: 21st - Cancellation
August: 18th
September: 15th
October: 20th
November: 17th
December: 15th

MEMORANDUM

TO: Yarrow Point Town Council
FROM: Katy Harris, Mayor
DATE: September 8, 2026
SUBJECT: Discussion: Fiber Franchise Agreements

RECOMMENDED ACTION

Discussion and direction regarding the consideration of future fiber franchise agreements. The Mayor and Staff recommend following the same general format we adopted for the Forged Fiber (ATT subsidiary) agreement Council approved in July and will likely adopt in the September Consent.

BACKGROUND/HISTORY

On September 8, 2026, the Yarrow Point Town Council will likely approve Ordinance No. 788 from Consent Calendar item 8.4 adopting a franchise agreement with AT&T for future fiber. There are several other fiber companies vying for customers in Yarrow Point, including Ezee Fiber and Ziplly Fiber, who are currently aggressively marketing and seeking franchise agreements. The Council has the opportunity to consider an agreement with Ezee Fiber over the next quarter.

DISCUSSION/ANALYSIS

The Mayor and Staff seek Council direction on whether to invest time negotiating and bringing other fiber franchise agreements to Council for consideration. Similar terms would be negotiated with both Ezee and Ziplly (mirroring AT&T). Legal Counsel time is covered by the agreement, so we will not have Town invoices for our Legal Counsel's work on the agreements.

Medina has recently negotiated an agreement with Ezee.

Washington law requires two readings by Council before the agreement can be finalized. Staff propose to bring the Ezee agreement to Council for consideration in October or November for the first reading.

FINANCIAL AND POLICY IMPACTS (IF ANY)

Financial

- Staff time (Mayor, Clerk-Treasurer), Legal time. Legal will be recouped by franchise fee revenues in the agreement.

Policy

- New Fiber agreements will pave the way for healthy competition and provide potentially better and more economical services for residents.

ALTERNATIVE ACTIONS

Wait until 2027 instead of pursuing in 2026.
Eventually it will be better for residents to have options.

TIME CONSTRAINTS AND NEXT STEPS (IF ANY)

None.

ATTACHMENTS

1. *None.*