

**YARROW POINT  
TOWN COUNCIL MEETING AGENDA  
Tuesday, December 10, 2019  
7:00 p.m. at Town Hall**

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

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** Mayor Dicker Cahill

**COUNCIL ROLL CALL:** Carl Scandella, Stephan Lagerholm, Andy Valaas, Mary Elmore, and Steve Bush

**APPEARANCES:**

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

**1. MINUTES:**

November 12, 2019 regular Council meeting  
December 2, 2019 special Council meeting

**2. CONSENT CALENDAR:**

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

**3. STAFF REPORTS:**

**REGULAR BUSINESS:**

**4. AB 19-30 – Security Camera Trial**

- Agreement on Policy and Procedures
- Public Outreach Communication Plan

**5. AB 19-31 – Mayor Pro Tem Appointment**

**6. AB 19-32 – Planning & Park Commission Member Reappointments**

**7. AB-19-33 – Outgoing Mail Box**

**8. AB-19-34 – Public Defender Contract Extension**

**9. MAYOR & COUNCIL REPORTS**

**10. ADJOURNMENT**

**TOWN OF YARROW POINT  
COUNCIL REGULAR MEETING MINUTES  
November 12, 2019  
7:00 pm**

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

**CALL TO ORDER:**

Mayor Dicker Cahill called the meeting to order at 7:00 pm

**PRESENT:**

**Mayor:** Dicker Cahill

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

**Staff:** Bonnier Ritter – Clerk-Treasurer  
Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Engineer  
Mona Green – Planner  
Kate Hambley – Attorney at Ogden Murphy Wallace

**Guests:** Lieutenant Dawn Hanson – Clyde Hill Police Department  
Amy Pellegrini – Planning Commission Chair  
Carl Hellings – Planning Commissioner

**PROCLAMATION OF GRATITUDE TO THE McDONALDS**

Mayor Cahill read a proclamation to former residents Dan and Janie McDonald expressing gratitude for the use of their front yard during the annual 4<sup>th</sup> of July community celebrations.

Planning Commission Chair Amy Pellegrini presented the McDonald with a book containing a collection of pictures and letters of appreciation from the Yarrow Point community.

**APPEARANCES:**

None.

**1. MINUTES:**

**MOTION:** Councilmember Valaas moved to approve the regular meeting minutes of October 8, 2019 as amended. Councilmember Scandella seconded the motion.

**VOTE:** 4 For, 0 Against, 1 Abstain. Councilmember Scandella abstained. Motion carried.

## **2. CONSENT CALENDAR:**

Mayor Cahill addressed questions from Council concerning specific line items on the Consent Calendar.

Mayor Cahill discussed a security camera option by Flock Safety the Town has been researching. Two security cameras could be purchased for the cost of \$4,500.00 and used on a trial basis.

**MOTION:** Councilmember Bush moved to remove Consent Agenda item “Flock Safety” for the payment amount of \$4,500.00 and placed on the agenda under Regular Business as **AB 19-29 Flock Security Camera Discussion**. Councilmember Valaas seconded the motion.

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

**MOTION:** Councilmember Valaas moved to approve:

1. The October Consent Calendar including the Payment Approval Report dated 11/6/2019 less payment of \$4,500.00 to Flock Safety approving payments totaling \$254,542.92 plus payroll, benefits, and tax expenses of \$27,397.36 as shown on the attached payroll and benefits reports for a grand total of \$281,940.28.

Councilmember Elmore seconded the motion.

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

Other items on the consent calendar are:

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

## **3. STAFF REPORTS:**

### **A. Police Report:**

Lieutenant Hanson reported on a quiet month of October police activity.

Lieutenant Hanson addressed questions regarding the October police report.

Lieutenant Hanson and Council discussed reporting measures and types of calls they receive and outlined in the reports.

Mayor Cahill and Councilmember Bush will arrange a time with the CHPD to review their reporting measures and what is available to be included in the monthly police reports.

## **B. Town Engineer Report:**

Ms. Schroeder gave an update report on the following projects:

### Morningside Park Children's Play Area

The Morningside Park Children's Play Area is 99% complete. We are working with the contractor towards project closeout. There are no remaining change order items and the Town has taken over maintenance activities. Outwest Landscape submitted a proposal (\$8,613.00) which covers the Revision No. 11 – Planting Plan and the Town has signed a contract to get this work done in November 2019.

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

The 2019 NE 42<sup>nd</sup> Street/ 91<sup>st</sup> Ave NE Stormwater Upsizing & UGC Project is underway. A 60% design meeting was held in mid-July. Our design team is currently working with the City of Bellevue's engineer to make sure our design is compatible with their water main upgrade design. Engineer Schroeder provided an estimated timeline of the project. Mayor Cahill will poll the Council to review the 90% proposal.

Councilmember Valaas referenced an issue with a stormwater drain that exits to the lake at the bottom of NE 42<sup>nd</sup> St that is washing away. Engineer Schroeder stated that the drain can be reconfigured as part of the Upsizing & UGC Project and will have Grey and Osborne review it.

### Stormwater Management Plan Update

PACE has completed the 2019 SWMP draft update. Currently Schroeder is reviewing the document and anticipates having a final plan by the end of 2019.

Councilmember Valaas referenced a sewer cleanout cover that is rising and causing a bump in the road at the entrance to the Town on 92<sup>nd</sup>. Schroeder stated she has been in contact with the City of Bellevue and this is on their agenda to repair.

## **C. Town Planner Report:**

### Tree Code Discussion

The topic continues to generate community interest. A variety of opinions are expressed at from public input at the meetings. The Commission is continuing to work on a draft code. Ms. Green shared aspects of the Planning Commission's review of trees on the draft code.

Ms. Green shared input received from residents.

Discussion will be continued at the next regular Planning Commission meeting. The Planning Commission values the Council's input.

Planning Commissioner Hellings discussed the Planning Commission's review of tree codes of nearby jurisdictions and the consideration of potential aspects within them to be used in a draft code for Yarrow Point including feedback heard from residents.

Commissioner Hellings requests the Council to instate a timeline on their tree code discussion.

Council will give the Planning Commission until February 2020 to provide a report and recommendation to Council on their findings.

**REGULAR BUSINESS:**

**4. AB 19-25: 2020 Property Tax Levy**

Clerk Treasurer Ritter explained at the October meeting the Council held a public hearing, and adopted an ordinance setting the 2020 property tax levy, however the King County Department of Assessments contacted her saying that the actual dollar amount of the increase must be stated in the ordinance. Ordinance 701 states the 1% increase equates to \$6,908. The end result is the same, with a levy of \$620,876.

**MOTION:** Councilmember Bush moved to adopt Ordinance No. 701, An Ordinance of the Town of Yarrow Point, Washington Increasing the Town of Yarrow Point's Regular Levy from the Previous Year, Commencing January 1, 2020 on All Property; and Establishing an Effective Date. Councilmember Valaas seconded the motion.

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

**5. AB 19-26: Public Hearing on 2020 Final Budget**

A public hearing is required to give citizens an opportunity to be heard with reference to the 2020 final budget. Publication and posting of the public hearing have been done in compliance with state law.

Please note that the only difference in the final budget from the preliminary budget is an additional \$5,000 has been added to the expenditures for Town Hall maintenance.

Mayor Cahill opened the public hearing at 8:12pm, and upon hearing no comment, closed the public hearing at 8:13 pm.

**MOTION:** Councilmember Bush moved to Adopt Ordinance No. 702: An Ordinance of the Town of Yarrow Point, Washington adopting the Budget for Fiscal Year 2020 and Setting Forth in Summary Form the Total of Estimated Revenues and Expenditures for Each Separate Fund and the Aggregate Totals for All Such Funds Combined; and Establishing an Effective Date.

Councilmember Lagerholm seconded the motion.

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

**6. AB 19-27: Bowman Boundary Line Adjustment No. 73**

Mayor Cahill recused himself from the discussion.

Mayor Pro Tem Carl Scandella shared that there was an error found by the Town's attorney in the notice of publication regarding the BLA.

Substitute Attorney Katherine Hambley recommends postponing the vote of the BLA until a revised notice is sent out with following the State RCWs and Town's Municipal Code for posting procedures.

Ms. Hambley read into record the items of materials submitted to the Council for review.

Engineer Schroeder noted that additional property owners will be added to the documents of record.

The Town of Yarrow Point received a boundary line adjustment application from Mr. Bowman concerning his property at 8809 NE 34<sup>th</sup> Street on September 9, 2019. The required pre-application conference was held on September 12, 2019. The required presentation to the Town Planning Commission was held on October 14, 2019. The Planning Commission recommends to Council the approval of BLA No. 73.

Town Engineer shared that the applicant owns two (2) separate, but adjacent parcels at the western end of NE 34<sup>th</sup> Street. In the existing condition Parcel A (28,713sf) is the main property while Parcel B (2,675sf) is an adjacent parcel which is almost entirely covered by utility easements. In the existing configuration, Parcel B does not meet the definition of a "building site" as defined in the YPMC 17.16.050 – Building Site Requirements. By way of this boundary line adjustment application, Mr. Bowman is proposing to create two (2) legal building sites.

Town staff has reviewed the application for conformance with the YPMC Title 16-Subdivisions and Title 17 – Zoning.

**Recommendation:**

Boundary Line Adjustment (BLA) No. 73 meets all the requirements of the YPMC, Titles 16 and 17. Based on all materials submitted, staff recommends approval with the following conditions: Individual utility service stubs including sewer, water, and power for the western lot are installed or otherwise addressed according to YPMC 16.20.090. A new stormwater connection is installed for the eastern lot as shown on the preliminary plat.

Council agreed to hold a special meeting at 3:00pm on Wednesday November 27 for a to vote on the BLA.

Councilmember Bush opened the public comment period at 8:35pm, and upon hearing no public comment, closed the public hearing at 8:36 pm.

**7. AB 19-28: Affordable Housing – Local Sales Tax Options**

Mayor Cahill explained the intent is to allow funding to affordable housing and prevent King County from holding it.

**MOTION:** Councilmember Bush moved to adopt Resolution No. 347: A Resolution of the Town of Yarrow Point Declaring the Intent of the Town Council to Adopt Legislation

to Authorize a Sales and Use Tax for Affordable and Supportive Housing in Accordance with Substitute House Bill 1406 (Chapter 338, Law of 2019), and Other Matters Related Thereto. Councilmember Lagerholm seconded the motion.

VOTE: 5 For, 0 Against. Motion carried.

#### **8. AB 19-29: Flock Security Cameras & Consent Calendar Approval Payment**

Mayor Cahill referenced a picture of Flock Safety security cameras that was provided to the Council as a handout.

Councilmember Lagerholm provided examples of incidents occurring on NE 33<sup>rd</sup> St referencing the related concerns shared at the October Council Meeting. Councilmember Lagerholm researched the product along with the Mayor and staff who have been in contact with the company.

Councilmember Bush expressed concerns regarding privacy issues relating to the capturing of license plates, vehicles, and the handling public records requests. Public input would likely and that it is a very vocal issue. There are questions that still need to be asked and an open forum should be offered to the public to get input before making a decision.

Attorney Hambley shared that information gathering would be subject to the Public Records Act.

Council seeks the additional input before making a vote:

- Legal impacts & opinion
- Written plan on how data would be used
- How Clyde Hill Police Department will respond
- Discuss enforcement measures with Clyde Hill Police Department
- Documentation of how data is stored
- Public comment

Mayor Cahill will distribute additional info regarding cameras to the Council prior to the regular December Council meeting.

Councilmember Elmore suggests discussing the issues taking place in and around Wetherill Nature Preserve with the caretaking committee.

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

##### Mayor

- Mayor Cahill complimented Clerk-Treasurer Ritter on her good work in the finance department.

##### Councilmember Bush

- Reminded staff to do a trial run of the snow removal equipment.

- Councilmember Bush noted the work the Public Works Coordinator has been doing on fixing up the trail between the roundabout and Wetherill. Councilmember Bush suggests the possibility of putting in new plantings along pathway.

Councilmember Valaas

- Councilmember Valaas reminded staff to follow guidelines on posting procedures and making sure there is adequate notice given in the appropriate places.

**10. ADJOURNMENT:**

MOTION: Councilmember Lagerholm moved to adjourn the meeting at 9:41pm.

Councilmember Bush seconded the motion.

VOTE: 5 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

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Dicker Cahill, Mayor

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Bonnie Ritter, Clerk-Treasurer

**TOWN OF YARROW POINT  
COUNCIL SPECIAL MEETING MINUTES  
December 12, 2019  
7:00 pm**

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

**CALL TO ORDER:**

Mayor Dicker Cahill called the meeting to order at 7:00 pm

**PRESENT:**

**Mayor:** Dicker Cahill

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

**Staff:** Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Town Engineer  
Scott Missall – Town Attorney

**Guests:** Mark Bowman – Resident  
Dan Hathaway – Resident  
Carolyn Hathaway – Resident

**APPEARANCES:**

None.

**REGULAR BUSINESS:**

1. **AB 19-29:** Bowman Boundary Line Adjustment #19-8034, 8809 NE 34<sup>th</sup> St
  - A. Public Hearing

Mayor Cahill opened the public hearing at 7:07 pm.

Engineer Schroeder gave a recap of the proposed Boundary Line Adjustment.

The Town of Yarrow Point received a boundary line adjustment application from Mr. Bowman concerning his property at 8809 NE 34<sup>th</sup> Street on September 9, 2019. The required pre-application conference was held on September 12, 2019. The required presentation to the Town Planning Commission was held on October 14, 2019. The Planning Commission recommends to Council the approval of BLA No. 73.

Town Engineer Schroeder shared that the applicant owns two (2) separate, but adjacent parcels at the western end of NE 34<sup>th</sup> Street. In the existing condition Parcel A (28,713sf) is the main property while Parcel B (2,675sf) is an adjacent parcel which is almost entirely covered by utility easements. In the existing configuration, Parcel B does not meet the definition of a “building site” as defined in the YPMC 17.16.050 – Building Site Requirements. By way of this boundary line adjustment application, Mr. Bowman is proposing to create two (2) legal building sites.

Town staff has reviewed the application for conformance with the YPMC Title 16-Subdivisions and Title 17 – Zoning.

**Recommendation:**

Boundary Line Adjustment (BLA) No. 73 meets all the requirements of the YPMC, Titles 16 and 17. Based on all materials submitted, staff recommends approval with the following conditions: Individual utility service stubs including sewer, water, and power for the western lot are installed or otherwise addressed according to YPMC 16.20.090. A new stormwater connection is installed for the eastern lot as shown on the preliminary plat.

The applicant shall be responsible for creating a final boundary line adjustment which meets the requirements in the YPMC Chapter 16.24.

Carolyn Hathaway resident at 8828 NE 34<sup>th</sup> St asked questions regarding design logistics, vehicle access and mitigation plans. Town Engineer Schroeder responded by providing information regarding the BLA process noting that Ms. Hathaway can review the preliminary plat.

Dan Hathaway resident at 8828 NE 34<sup>th</sup> St asked if there will be any variances associated with the submittal. Town Engineer Schroeder responded stating that there have been no requests for variances. Mayor Cahill noted that there is a process for application of a variance.

Mayor Cahill closed the public hearing at 7:19 pm.

Engineer Schroeder answered questions from Council regarding the BLA.

**MOTION:** Councilmember Valaas moved to approved Town of Yarrow Point Boundary Line Adjustment No. 73 as presented subject to the conditions noted by the Town Engineer dated November 6, 2019. Councilmember Elmore seconded the motion.

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

**2. ADJOURNMENT:**

**MOTION:** Councilmember Valaas moved to adjourn the meeting at 7:21 pm. Councilmember Bush seconded the motion.

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

APPROVED:

ATTEST:

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Dicker Cahill, Mayor

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Austen Wilcox, Deputy Clerk

DRAFT

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

Consent Calendar  
December 10, 2019

Consent Calendar	<b>Proposed Council Action:</b> Approve Consent Calendar
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<b>Presented by:</b>	Town Clerk-Treasurer
<b>Exhibits:</b>	Consent Calendar Items

**Summary:**

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

The following documents are included in this section:

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

<b><u>Recommended Action:</u></b>  Move To: Approve the Consent Calendar as presented including the Payment Approval Report dated 12/03/2019 approving payments as shown totaling <b>\$97,140.17</b> , plus payroll, benefits, and tax expenses of <b>\$27,395.69</b> as shown on the attached payroll & benefits report for a total of <b>\$124,535.86</b> .
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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
<b>Banner Bank</b>						
700	Banner Bank	1119	Office Supplies	11/17/2019	332.92	
700	Banner Bank	1119	Postage for records request	11/17/2019	7.35	
700	Banner Bank	1119	IIMC dues	11/17/2019	60.00	
700	Banner Bank	1119	AWC webinar	11/17/2019	25.00	
700	Banner Bank	1119	IT and office chair	11/17/2019	809.04	
700	Banner Bank	1119	Constant Contact	11/17/2019	49.51	
700	Banner Bank	1119	Mayor Cell Phone	11/17/2019	285.21	34,458.74
Total Banner Bank:					1,569.03	
<b>BERGEY, DAVID &amp; MARIAN</b>						
1032	BERGEY, DAVID & MARIA	57207	2019 newsletter and postage	11/14/2019	1,501.39	1,610.67
Total BERGEY, DAVID & MARIAN:					1,501.39	
<b>CASELLE, INC.</b>						
1300	CASELLE, INC.	98680	Reconcile October	11/20/2019	650.00	17,214.00
Total CASELLE, INC.:					650.00	
<b>Cedar Grove Composting</b>						
307	Cedar Grove Composting	490901	15CY Bark for Playground	11/21/2019	841.50	1,683.00
Total Cedar Grove Composting:					841.50	
<b>CODE PUBLISHING</b>						
108	CODE PUBLISHING	65304	Print Supplement #14	11/14/2019	468.77	3,093.02
Total CODE PUBLISHING:					468.77	
<b>Comcast</b>						
301	Comcast	1119	Internet and fax line	11/14/2019	262.65	2,547.77
Total Comcast:					262.65	
<b>Comcast Business- VoiceEdge</b>						
1374	Comcast Business- VoiceE	91450645	Town Phone System	11/15/2019	248.96	2,696.69
Total Comcast Business- VoiceEdge:					248.96	
<b>CRYSTAL AND SIERRA SPRINGS</b>						
1046	CRYSTAL AND SIERRA S	112319	Town water cooler	11/23/2019	55.11	651.63
Total CRYSTAL AND SIERRA SPRINGS:					55.11	
<b>DIGITAL REPROGRAPHICS</b>						
256	DIGITAL REPROGRAPHIC	497488	November Council packets	11/07/2019	288.15	
256	DIGITAL REPROGRAPHIC	497910	Copies for 42nd St NE Stormwater	11/14/2019	149.44	5,898.09
Total DIGITAL REPROGRAPHICS:					437.59	
<b>Earth Corps</b>						
1303	Earth Corps	7656	Maintenance in Preserve	10/31/2019	5,115.00	13,731.30
Total Earth Corps:					5,115.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
<b>Gaylynn Brien</b>						
1151	Gaylynn Brien	174	Sales Tax reports	11/30/2019	50.00	600.00
Total Gaylynn Brien:					50.00	
<b>Gray &amp; Osborne, Inc.</b>						
9043	Gray & Osborne, Inc.	10	Consulting Services for 42nd/91st SW U	11/11/2019	1,791.15	38,994.70
Total Gray & Osborne, Inc.:					1,791.15	
<b>KING COUNTY FINANCE</b>						
600	KING COUNTY FINANCE	2120382	3rd qtr. - 2% liquor profits and excise tax	11/08/2019	74.69	3,648.97
Total KING COUNTY FINANCE:					74.69	
<b>KIRKLAND MUNICIPAL COURT</b>						
111	KIRKLAND MUNICIPAL C	OCT19YPT	Court Costs	11/18/2019	200.35	1,207.44
Total KIRKLAND MUNICIPAL COURT:					200.35	
<b>MONA H. GREEN</b>						
219	MONA H. GREEN	19520	Building Permit 19-8054	11/30/2019	202.50	
219	MONA H. GREEN	19520	Pre App 19-8029 and 19-8067	11/30/2019	202.50	
219	MONA H. GREEN	19520	SEPA - 19-8058	11/30/2019	405.00	
219	MONA H. GREEN	19520	Variance 19-8042	11/30/2019	33.75	
219	MONA H. GREEN	19520	Prep for hearing - 19-8011	11/30/2019	202.50	
219	MONA H. GREEN	19520	Permit review 19-8068 and 19-8071	11/30/2019	135.00	
219	MONA H. GREEN	19520	General Administration	11/30/2019	1,653.75	38,475.00
Total MONA H. GREEN:					2,835.00	
<b>MUNICIPAL PERMIT SERVICE, LLC</b>						
350	MUNICIPAL PERMIT SER	1119	General Administration	11/30/2019	409.15	
350	MUNICIPAL PERMIT SER	1119	Building Permit Inspections	11/30/2019	2,366.71	
350	MUNICIPAL PERMIT SER	1119	Mechanical/Plumbing Permit Inspections	11/30/2019	796.80	
350	MUNICIPAL PERMIT SER	1119	Demolition permit inspections	11/30/2019	96.42	
350	MUNICIPAL PERMIT SER	1119	Plan Review	11/30/2019	1,000.93	63,865.30
Total MUNICIPAL PERMIT SERVICE, LLC:					4,670.01	
<b>Ness, Jason</b>						
1440	Ness, Jason	18-7782	Street Deposit Refund	12/02/2019	3,750.00	3,750.00
Total Ness, Jason:					3,750.00	
<b>NORTHWEST CIVIL SOLUTIONS</b>						
450	NORTHWEST CIVIL SOLU	1119	Morningside Park Playground	11/30/2019	187.50	
450	NORTHWEST CIVIL SOLU	1119	42nd-91st Stormwater Upsizing and UG	11/30/2019	1,500.00	
450	NORTHWEST CIVIL SOLU	1119	Update Comprehensive Stormwater Mg	11/30/2019	62.50	
450	NORTHWEST CIVIL SOLU	1119	Plan Review - Bowman BLA	11/30/2019	875.00	
450	NORTHWEST CIVIL SOLU	1119	Site Development	11/30/2019	1,281.25	
450	NORTHWEST CIVIL SOLU	1119	Right of Way Permits	11/30/2019	93.75	
450	NORTHWEST CIVIL SOLU	1119	General Administration	11/30/2019	218.75	74,593.75
Total NORTHWEST CIVIL SOLUTIONS:					4,218.75	
<b>Ogden Murphy Wallace</b>						
1390	Ogden Murphy Wallace	831608	Clerk	11/14/2019	1,157.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
1390	Ogden Murphy Wallace	831608	Council	11/14/2019	405.00	
1390	Ogden Murphy Wallace	831608	Land Use	11/14/2019	1,872.50	
1390	Ogden Murphy Wallace	831608	MCI Metro Franchise	11/14/2019	135.00	77,865.70
Total Ogden Murphy Wallace:					3,570.00	
<b>Osborn Pacific Group, Inc.</b>						
1368	Osborn Pacific Group, Inc.	191201	Playground consultant	11/25/2019	858.46	14,234.42
Total Osborn Pacific Group, Inc.:					858.46	
<b>Outwest Landscape, Inc.</b>						
312	Outwest Landscape, Inc.	19-921	Plantings for Morningside Playground Pr	11/23/2019	8,613.00	8,613.00
Total Outwest Landscape, Inc.:					8,613.00	
<b>Pace Engineers, INC.</b>						
1152	Pace Engineers, INC.	73455	Stormwater Management Plan Update	11/11/2019	172.50	54,542.75
Total Pace Engineers, INC.:					172.50	
<b>PRO-VAC</b>						
1379	PRO-VAC	57849	Clean and CCTV Stormwater - 34th St N	10/28/2019	27,285.83	28,963.33
Total PRO-VAC:					27,285.83	
<b>PUGET SOUND ENERGY</b>						
604	PUGET SOUND ENERGY	1119	Town Hall Service	11/25/2019	230.73	
604	PUGET SOUND ENERGY	1119	Street Lights	11/25/2019	766.44	12,905.96
Total PUGET SOUND ENERGY:					997.17	
<b>SEA-TAC SWEEPING SERVICE</b>						
46	SEA-TAC SWEEPING SE	51642	Street cleaning	10/07/2019	335.00	
46	SEA-TAC SWEEPING SE	51642	Street cleaning	10/07/2019	335.00	
46	SEA-TAC SWEEPING SE	51714	Street cleaning	11/11/2019	335.00	
46	SEA-TAC SWEEPING SE	51714	Street cleaning	11/11/2019	335.00	7,250.00
Total SEA-TAC SWEEPING SERVICE:					1,340.00	
<b>STATE AUDITOR'S OFFICE</b>						
34	STATE AUDITOR'S OFFIC	L133454	2017-2018 Financial Audit	11/13/2019	8,170.04	8,170.04
Total STATE AUDITOR'S OFFICE:					8,170.04	
<b>STATE TREASURER'S OFFICE</b>						
601	STATE TREASURER'S OF	A8-2	St Gen Fund 50 - PSEA 2	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	St Gen Fund 40 - PSEA 1	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	St Gen Fund 54 - PSEA 3	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Trauma Care	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Auto Theft Prevention	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Traumatic Brain Injury	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Accessible Communities	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Multimodal Transportation	12/03/2019	.00	
601	STATE TREASURER'S OF	A8-2	Judicial Information System	12/03/2019	213.54	1,646.30
Total STATE TREASURER'S OFFICE:					213.54	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
<b>Stewart MacNichols Harmell, Inc., P.S.</b>						
1384	Stewart MacNichols Harmell, Inc., P.S.	1119	Public Defender Services - Oct, Nov, Dec	11/06/2019	750.00	3,000.00
Total Stewart MacNichols Harmell, Inc., P.S.:					750.00	
<b>Sutherland, Mike and Mary Lynn</b>						
1442	Sutherland, Mike and Mary L	16-5500	Street Deposit Refund	12/02/2019	3,750.00	
1442	Sutherland, Mike and Mary L	18-7824	Street Deposit Refund	12/02/2019	3,750.00	7,500.00
Total Sutherland, Mike and Mary Lynn:					7,500.00	
<b>Teo, David and Kathleen</b>						
1441	Teo, David and Kathleen	18-6645	Street Deposit Refund	12/02/2019	3,750.00	3,750.00
Total Teo, David and Kathleen:					3,750.00	
<b>THE SEATTLE TIMES</b>						
192	THE SEATTLE TIMES	111519	Notice of BLA Application	11/15/2019	655.05	
192	THE SEATTLE TIMES	111519	Hearing notices and 2 Ordinance publica	11/15/2019	281.74	
192	THE SEATTLE TIMES	1119	Hearing notice publications	11/07/2019	172.89	3,337.11
Total THE SEATTLE TIMES:					1,109.68	
<b>Town of Yarrow Point</b>						
904	Town of Yarrow Point	1119	Street Deposit Refund for Playground	11/12/2019	3,750.00	13,468.35
Total Town of Yarrow Point:					3,750.00	
<b>TREE SOLUTIONS INC.</b>						
258	TREE SOLUTIONS INC.	32148	Review, input on tree code	11/14/2019	320.00	2,616.25
Total TREE SOLUTIONS INC.:					320.00	
Grand Totals:					97,140.17	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
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Certification of the Consent Calendar as presented including the Payment Approval Report dated 12/03/19 approving payments for November as shown totaling \$97,140.17, plus payroll, tax, and benefit expenses of \$27,395.69, as shown on the attached payroll & tax and benefits report for a grand total of \$124,535.86.

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

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

Dated: December 10, 2019

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

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

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

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

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

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

## Report Criteria:

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

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
11/30/2019	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	14.59-
11/30/2019	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	301.39-
11/30/2019	CDPT		0	EMPLOYMENT SECURITY DEPT	8	WA FMLA WA Paid Family Medic	001-2200000	82.69-
11/30/2019	PC	11/25/2019	1119	Lovas, Istvan	9002		999-1010110	4,387.61-
11/30/2019	CDPT	11/25/2019	1119	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,281.62-
11/30/2019	CDPT	11/25/2019	1119	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,281.62-
11/30/2019	CDPT	11/25/2019	1119	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-
11/30/2019	CDPT	11/25/2019	1119	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-
11/30/2019	CDPT	11/25/2019	1119	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,959.29-
11/30/2019	PC	11/25/2019	1120	Wilcox, Austen	9037		999-1010110	3,332.13-
11/30/2019	PC	11/25/2019	1121	Ritter, Bonnie	9041		999-1010110	5,182.03-
11/30/2019	CDPT	11/25/2019	5428	Association of Washington Cities	4	Health and Dental Insurance Insu	001-2200000	813.19-
11/30/2019	CDPT	11/25/2019	5428	Association of Washington Cities	4	Health and Dental Insurance Hea	001-2200000	2,275.20-
11/30/2019	CDPT	11/25/2019	5428	Association of Washington Cities	4	Health and Dental Insurance Den	001-2200000	164.37-
11/30/2019	CDPT	11/25/2019	5429	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,415.78-
11/30/2019	CDPT	11/25/2019	5429	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,304.70-
Grand Totals:			<u>13</u>					<u>27,395.69-</u>



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

T 206 447.7000  
F 206 447.0215

OMWLAW.COM

**SCOTT M. MISSALL**  
206.515.2241  
smissall@omwlaw.com

November 18, 2019

VIA EMAIL ONLY TO  
clerk-treasurer@yarrowpointwa.gov

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

Re: *Legal Services; Monthly Invoice*

Dear Bonnie:

This letter transmits our invoices for work performed in the month of October. The total amount for new work performed is \$3,570.00. There are four unpaid invoices from last month totaling \$3,375.00, Pd 11-12-19 for a total amount of \$6,945.00. You will find a remittance form on the last page of each invoice, but you may send a single check for the total amount.

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

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

Scott M. Missall, Town Attorney

SXM:ixs  
Enclosures

November 14, 2019

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

Invoice No. 831608  
Client No. 05716  
Matter No. 000001  
Billing Attorney: SXM

### INVOICE SUMMARY

For professional services rendered through October 31, 2019:

RE: Clerk/Treasurer

Professional Services	\$ 1,157.50
Total Reimbursable Costs	<u>    \$ .00</u>
<b>TOTAL THIS INVOICE</b>	<b><u>    \$ 1,157.50</u></b>
Previous Balance	<u>    \$ 675.00</u> Pd
<b>TOTAL BALANCE DUE</b>	<b><u>    \$ 1,832.50</u></b>

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

Client No. 05716  
Matter No. 000001

November 14, 2019  
Invoice No. 831608

**PROFESSIONAL SERVICES**

<b>Date</b>	<b>Atty</b>	<b>Description of Service</b>	<b>Hours</b>	<b>Amount</b>
10/15/19	EFM	Emails regarding franchise signatures and mailing procedures; Review Buchanan PRA request	.80	180.00
10/16/19	EFM	Call regarding Buchanan PRA request; Collect signatures for Franchise ordinance	.60	135.00
10/17/19	EFM	Draft 5-day response letter for Buchanan PRA request	1.00	225.00
10/18/19	EFM	Call with J. Stewart regarding Buchanan PRA request; Finalize Buchanan PRA request; Send to A. Wilcox	.80	180.00
10/23/19	SXM	Review and respond to email from A. Wilcox regarding Nov. 12 Council meeting	.10	32.50
10/29/19	EFM	Review and respond to B. Ritter email regarding PRA request	.20	45.00
10/30/19	EFM	Review Buchanan PRA documents	.40	90.00
10/31/19	EFM	Finish reviewing Buchanan PRA documents; Draft letter back to Buchanan regarding same	1.20	270.00

**TOTAL PROFESSIONAL SERVICES** **\$ 1,157.50**

**SUMMARY OF PROFESSIONAL SERVICES**

<b>Name</b>	<b>Atty</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Missall, Scott	SXM	325.00	.10	32.50
Miner, Emily	EFM	225.00	5.00	1,125.00
<b>TOTALS</b>			<b>5.10</b>	<b>\$ 1,157.50</b>

**TOTAL THIS INVOICE** **\$ 1,157.50**

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

Client No. 05716  
Matter No. 000001

November 14, 2019  
Invoice No. 831608

PREVIOUS BALANCE DETAIL

INVOICE NUMBER	DATE	INVOICE TOTAL	PAYMENTS RECEIVED	ENDING BALANCE
829479	10/04/19	675.00	.00	675.00

Previous Balance

~~\$ 675.00~~ Pd

Balance Due This Invoice

\$ 1,157.50

**TOTAL BALANCE DUE**

~~\$ 1,832.50~~



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

T 206.447.7000  
F 206.447.0215

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November 14, 2019

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

Invoice No. 831609  
Client No. 05716  
Matter No. 000003  
Billing Attorney: SXM

### INVOICE SUMMARY

For professional services rendered through October 31, 2019:

**RE: Council**

Professional Services	\$ 405.00
Total Reimbursable Costs	<u>\$ .00</u>
<b>TOTAL THIS INVOICE</b>	<u><b>\$ 405.00</b></u>
Previous Balance	<u>\$ 1,170.00</u> Pd
<b>TOTAL BALANCE DUE</b>	<u><del>\$ 1,575.00</del></u>

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

Client No. 05716  
Matter No. 000003

November 14, 2019  
Invoice No. 831609

**PROFESSIONAL SERVICES**

<b>Date</b>	<b>Atty</b>	<b>Description of Service</b>	<b>Hours</b>	<b>Amount</b>
10/08/19	EFM	Prepare for and attend Council meeting	1.80	405.00
<b>TOTAL PROFESSIONAL SERVICES</b>				<b>\$ 405.00</b>

**SUMMARY OF PROFESSIONAL SERVICES**

<b>Name</b>	<b>Atty</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Miner, Emily	EFM	225.00	1.80	405.00
<b>TOTALS</b>			<b>1.80</b>	<b>\$ 405.00</b>

**TOTAL THIS INVOICE** **\$ 405.00**

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

Client No. 05716  
Matter No. 000003

November 14, 2019  
Invoice No. 831609

PREVIOUS BALANCE DETAIL

INVOICE NUMBER	DATE	INVOICE TOTAL	PAYMENTS RECEIVED	ENDING BALANCE
829480	10/04/19	1,170.00	.00	1,170.00

Previous Balance

*Paid* - \$ 1,170.00

Balance Due This Invoice

\$ 405.00

**TOTAL BALANCE DUE**

~~\$ 1,575.00~~



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

T 206.447.7000  
F 206.447.0215

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November 14, 2019

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

Invoice No. 831610  
Client No. 05716  
Matter No. 000004  
Billing Attorney: SXM

### INVOICE SUMMARY

For professional services rendered through October 31, 2019:

RE: Land Use

Professional Services	\$ 1,872.50
Total Reimbursable Costs	<u>\$ .00</u>
<b>TOTAL THIS INVOICE</b>	<b><u>\$ 1,872.50</u></b>
Previous Balance	<u>\$ 90.00</u> Pd
<b>TOTAL BALANCE DUE</b>	<b><u><del>\$ 1,962.50</del></u></b>

Client No. 05716  
 Matter No. 000004

November 14, 2019  
 Invoice No. 831610

**PROFESSIONAL SERVICES**

Date	Atty	Description of Service	Hours	Amount
10/01/19	SXM	Review access issues and documents; Confer with E. Miner to identify and determine next steps in analysis and resolution of access issues	.40	130.00
10/01/19	EFM	Confer with S. Missall regarding road access question; Call with S. Schroeder regarding same	.40	90.00
10/17/19	EFM	Call from D. Cahill to discuss possible NOV	.30	67.50
10/18/19	EFM	Draft and edit Gontmakher Notice of Violation	.60	135.00
10/22/19	EFM	Continue revising Gontmakher NOV	.50	112.50
10/23/19	SXM	Review and respond to email from Mayor regarding Gontmakher NOV; Review and substantially edit NOV; Proof, confer with E. Miner, and forward to Mayor and S. Wilcox for review, issuance and potential legal issues; Call with Mayor regarding same and next steps; Confer with E. Miner regarding Mayor's direction, document availability and analysis, and WCIA issues	3.50	1,137.50
10/23/19	EFM	Confer with S. Missall regarding Gonthmaker NOV	.60	135.00
10/25/19	SXM	Call with Mayor regarding Gontmakher issues; Confer with E. Miner regarding same	.20	65.00
<b>TOTAL PROFESSIONAL SERVICES</b>				<b>\$ 1,872.50</b>

**SUMMARY OF PROFESSIONAL SERVICES**

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	4.10	1,332.50
Miner, Emily	EFM	225.00	2.40	540.00
<b>TOTALS</b>			<b>6.50</b>	<b>\$ 1,872.50</b>

**TOTAL THIS INVOICE \$ 1,872.50**

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

Client No. 05716  
Matter No. 000004

November 14, 2019  
Invoice No. 831610

PREVIOUS BALANCE DETAIL

INVOICE NUMBER	DATE	INVOICE TOTAL	PAYMENTS RECEIVED	ENDING BALANCE
829481	10/04/19	90.00	.00	90.00

Previous Balance

\$ 90.00 *Ad*

Balance Due This Invoice

\$ 1,872.50

**TOTAL BALANCE DUE**

~~\$ 1,962.50~~



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

T 206.447.7000  
F 206.447.0215

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November 14, 2019

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

Invoice No. 831612  
Client No. 05716  
Matter No. 000006  
Billing Attorney: SXM

### INVOICE SUMMARY

For professional services rendered through October 31, 2019:

RE: MCI Metro Franchise

Professional Services	\$ 135.00
Total Reimbursable Costs	<u>\$ .00</u>
<b>TOTAL THIS INVOICE</b>	<b>\$ 135.00</b>
Previous Balance	<u>\$ 1,440.00</u> Pd
<b>TOTAL BALANCE DUE</b>	<del><u>\$ 1,575.00</u></del>

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

Client No. 05716  
Matter No. 000006

November 14, 2019  
Invoice No. 831612

**PROFESSIONAL SERVICES**

<b>Date</b>	<b>Atty</b>	<b>Description of Service</b>	<b>Hours</b>	<b>Amount</b>
10/01/19	EFM	Email B. Ritter final draft of franchise and confirm Council meeting attendance	.20	45.00
10/10/19	EFM	Emails with A. Wilcox and D. Capozzi regarding publishing and executing franchise	.40	90.00
<b>TOTAL PROFESSIONAL SERVICES</b>				<b>\$ 135.00</b>

**SUMMARY OF PROFESSIONAL SERVICES**

<b>Name</b>	<b>Atty</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Miner, Emily	EFM	225.00	.60	135.00
<b>TOTALS</b>			<b>.60</b>	<b>\$ 135.00</b>

**TOTAL THIS INVOICE** **\$ 135.00**

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

Client No. 05716  
Matter No. 000006

November 14, 2019  
Invoice No. 831612

PREVIOUS BALANCE DETAIL

INVOICE NUMBER	DATE	INVOICE TOTAL	PAYMENTS RECEIVED	ENDING BALANCE
829482	10/04/19	1,440.00	.00	1,440.00

Previous Balance

\$ 1,440.00 Pd

Balance Due This Invoice

\$ 135.00

**TOTAL BALANCE DUE**

~~\$ 1,575.00~~

**Yarrow Point Building Official and Administration Services Invoice**

**November 2019**

**Steven R. Wilcox**

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

**EIN: 77-0688460      UBI: 602719863**

Activity Type:		<b>Building Official (104 000 000 559 60 48 00)</b>									
Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Travel Time (Round Trip)	Rate	Mileage (Round Trip at .58/mile)	Mileage Charge	Total Charge
11/4/19	Code Enforcement	Craddock; 3798 94th Ave. NE	Investigate gate installation at request of the Town. Site investigation and phone call to	Building	19-8004	0.50	0.00	\$ 125.00	0.00	\$ -	\$ 62.50
11/4/19	Administration	Buchan; 4224 91st. Ave. NE	Met with owner and contractor to discuss proposed basement conversion to living space. Pre-permit application.	Building	N/A	0.75	0.00	\$ 125.00	2.00	\$ 1.16	\$ 94.91
11/6/19	Code Enforcement	Craddock; 3798 94th Ave. NE	Meet with contractor on-site to view location of fence post. No gate will be installed. Fence is permitted, but location verification needed. Final inspection is pending.	Building	19-8004	0.50	0.00	\$ 125.00	3.00	\$ 1.74	\$ 64.24
11/26/19	Administration	Rathinam; 4032 92nd Ave. NE	Response letter to detailed inquiry regarding framing inspection failure on 11/25/19.	Building	17-6591	1.50	0.00	\$ 125.00	0.00	\$ -	\$ 187.50
<b>Activity Total for Building Official (104 000 000 559 60 48 00)</b>						<b>3.25</b>	<b>0.00</b>		<b>5.00</b>	<b>\$ 2.90</b>	<b>\$ 409.15</b>

Activity

Type: **Inspections**

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Travel Time (Round Trip)	Charge	Mileage (Round Trip at .58/mile)	Mileage Charge	Total Charge
11/4/19	Inspection	Vigneault; 3827 94th Ave. NE	Partial framing with initial framing walk-through with the contractor	Building	19-7921	2.00	0.00	\$ 125.00	2.00	1.16	\$ 251.16
11/4/19	Inspection	Lagerholm; 9039 NE 33rd St.	Rough plumbing	Plumbing	19-8064	0.25	0.00	\$ 125.00	2.00	1.16	\$ 32.41
11/4/19	Inspection	Lagerholm; 9039 NE 33rd St.	Framing. No permit inspection card available	Building	19-8040	0.25	0.00	\$ 125.00	0.00	0.00	\$ 31.25
11/5/19	Inspection	Smith; 4670 95th Ave. NE	Rough mechanical for NSFR	Mechanical	19-8014	1.00	0.00	\$ 125.00	6.00	3.48	\$ 128.48
11/5/19	Inspection	Smith; 4670 95th Ave. NE	Re-inspect framing with correction.	Building	19-7938	1.75	0.00	\$ 125.00	0.00	0.00	\$ 218.75
11/6/19	Inspection	Carson; 9035 NE 34th St.	Exterior sheathing. Re-inspection due to change in design to improve structure.	Building	19-8010	0.75	0.00	\$ 125.00	3.00	1.74	\$ 95.49
11/7/19	Inspection	Bowman; 8809 NE 34th St.	Final demolition of attached garage. Close-out	Demolition	19-8043	0.50	0.00	\$ 125.00	3.00	1.74	\$ 64.24
11/7/19	Inspection	Wohlman; 9017 NE 40th Pl.	Partial foundation and epoxy-set hold-down special inspection report review.	Building	19-7973	1.00	0.00	\$ 125.00	3.00	1.74	\$ 126.74
11/12/19	Inspection	Vigneault; 3827 94th Ave. NE	Partial framing. Corrections	Building	19-7921	2.00	0.00	\$ 125.00	1.20	0.70	\$ 250.70
11/12/19	Inspection	Smith; 4670 95th Ave. NE	Complete framing	Building	19-7938	1.50	0.00	\$ 125.00	1.20	0.70	\$ 188.20
11/12/19	Inspection	Ness; 9244 NE Points Drive	Final building. CO required.	Building	18-7782	0.50	0.00	\$ 125.00	1.20	0.70	\$ 63.20
11/12/19	Inspection	Ness; 9244 NE Points Drive	Final NSFR plumbing. Close out	Plumbing	19-7934	0.50	0.00	\$ 125.00	0.00	0.00	\$ 62.50
11/12/19	Inspection	Ness; 9244 NE Points Drive	Final NSFR gas piping. Close out	Plumbing	19-7959	0.25	0.00	\$ 125.00	0.00	0.00	\$ 31.25

11/12/19	Inspection	Rademaker; 4419 95th Ave. NE	Exterior sheathing and framing	Building	19-8003	1.25	0.00	\$ 125.00	1.20	0.70	\$	156.95
11/13/19	Inspection	Shank; 9089 NE 39th Pl.	Shower pan	Plumbing	19-8050	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/13/19	Inspection	Bansal; 3825 95th Ave. NE	Final site work. Close out	Building	19-8022	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/14/19	Inspection	Dreizin; 4436 95th Ave. NE	Stucco and lathe	Building	17-6614	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/14/19	Inspection	Vigneault; 3827 94th Ave. NE	Gas piping and test for NSFR	Plumbing	19-8069	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/18/19	Inspection	Smith; 4670 95th Ave. NE	Insulation	Building	19-7935	0.75	0.00	\$ 125.00	6.00	3.48	\$	97.23
11/19/19	Inspection	Smith; 4670 95th Ave. NE	GWB. Garage to house separation and under stairs	Building	19-7935	0.50	0.00	\$ 125.00	3.00	1.74	\$	64.24
11/19/19	Inspection	Rathinam; 4032 92nd Ave. NE	Partial insulation. Spray foam at ceiling allowed prior to framing.	Building	17-6591	0.50	0.00	\$ 125.00	3.00	1.74	\$	64.24
11/20/19	Inspection	Sutherland; 4680 95th Ave. NE	Final recirculating hot water tank. This is an old permit not	Mechanical	17-6634	0.25	0.00	\$ 125.00	6.00	3.48	\$	34.73
11/20/19	Inspection	Sutherland; 4680 95th Ave. NE	Final mechanical. Heat pump and one fan. Close out	Mechanical	18-7874	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/20/19	Inspection	Sutherland; 4680 95th Ave. NE	Plumbing and gas piping final. Close out	Plumbing	18-7892	0.50	0.00	\$ 125.00	0.00	0.00	\$	62.50
11/20/19	Inspection	Sutherland; 4680 95th Ave. NE	Final addition and alteration. Close out. No CO	Building	18-7824	0.50	0.00	\$ 125.00	0.00	0.00	\$	62.50
11/21/19	Inspection	Wu; 9033 NE 32nd St.	Rough plumbing. Failed	Plumbing	19-8073	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/21/19	Inspection	Miller; 9015 NE 41st. St.	Final pier. Close out	Building	19-7804	0.50	0.00	\$ 125.00	1.60	0.93	\$	63.43
11/21/19	Inspection	Teo; 9114 NE 32nd St.	Final demolition. Close out old permit	Demolition	17-6646	0.25	0.00	\$ 125.00	1.60	0.93	\$	32.18
11/21/19	Inspection	Teo; 9114 NE 32nd St.	Final plumbing. Close out	Plumbing	18-7920	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/21/19	Inspection	Teo; 9114 NE 32nd St.	Final NSFR. Close out. CO required,	Building	18-6645	0.75	0.00	\$ 125.00	0.00	0.00	\$	93.75

11/21/19	Inspection	Teo; 9114 NE 32nd St.	Final mechanical. Close out	Mechanical	19-7924	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/25/19	Inspection	Wu; 9033 NE 32nd St.	Framing	Building	19-8001	0.50	0.00	\$ 125.00	2.00	1.16	\$	63.66
11/25/19	Inspection	Wu; 9033 NE 32nd St.	Re-inspect rough plumbing	Plumbing	19-8073	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/25/19	Inspection	Rathinam; 4032 92nd Ave. NE	Framing. Failed.	Building	17-6591	2.00	0.00	\$ 125.00	2.00	1.16	\$	251.16
11/25/19	Inspection	BDR Yarrow point VLL, LLC	Final NSFR plumbing. Close out	Plumbing	19-7931	0.50	0.00	\$ 125.00	8.00	4.64	\$	67.14
11/25/19	Inspection	BDR Yarrow point VLL, LLC	Gas piping final for NSFR. Close out	Plumbing	19-7943	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/25/19	Inspection	BDR Yarrow point VLL, LLC	Final NSFR mechanical. Close out	Mechanical	19-7942	0.25	0.00	\$ 125.00	0.00	0.00	\$	31.25
11/26/19	Inspection	Wu; 9033 NE 32nd St.	Insulation. Discuss construction details including final and HVAC	Building	19-8073	0.75	0.00	\$ 125.00	6.00	3.48	\$	97.23

**Activity Total for Inspections (104 000 000 559 60 41 00) 25.75 0.00 \$ 125.00 71.00 \$ 41.18 \$ 3,259.93**

Activity

Type: **Plan Review**

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Charge	Mileage Charge	Total Charge
11/6/19	Plan Review	Chow; 4437 94th Ave. NE	Third review of deck - complete.	Building	19-8045	1	\$ 125.00	0.00	125.00
11/12/19	Plan Review	Wohlman; 9017 NE 40th Pl.	Architectural and structural revisions.	Building	19-7973	2.5	\$ 125.00	0.00	312.50
11/21/19	Plan Review	Price; 9001 NE 41st. St.	Pre-application for pier, float plane lift, boat lift	Building	19-8067	0.5	\$ 125.00	1.60	63.43

11/24/19	Plan Review	Mishra; 4412 95th Ave. NE	Demolition plan review with asbestos and lead surveys.	Demolition	19-8057	1.5	\$ 125.00	0.00	0 \$	187.50
11/25/19	Plan Review	Mishra; 4412 95th Ave. NE	Partial review. Comment to engineer regarding soldier pile and wood lag wall construction	Building	19-8054	2.5	\$ 125.00	0.00	0 \$	312.50
<b>Activity Total for Plan Review (104 000 000 559 69 49 00)</b>										<b>\$ 1,000.93</b>

Activity Type: **Administrative Services**

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

**Activity Total for Administrative Services**

**\$0.00**

Activity Type:

**Activity Total for Administrative Services (no account number assigned)**

**\$0.00**

Note: This invoice reflects 2019 IRS mileage rate of 58 cents/mile

**TOTAL \$ 4,670.01**

**Yarrow Point Invoice Detail**  
**November 2019**

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

FUND: Capital Improvement		ACTIVITY TYPE: Morningside Park Children's Play Area			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
11/6/19	Project Management	Town of Yarrow Point	Prepare status report	0.25	\$ 125.00	\$ 31.25
11/12/19	Project Management	Town of Yarrow Point	Status report presentation and discussion at council meeting	0.25	\$ 125.00	\$ 31.25
11/18/19	Project Management	Town of Yarrow Point	Coord w/ Outwest - Doug Re: installation of playground landscaping	0.25	\$ 125.00	\$ 31.25
11/19/19	Project Management	Town of Yarrow Point	Coord w/ Outwest - Doug Re: installation of playground landscaping	0.25	\$ 125.00	\$ 31.25
11/21/19	Project Management	Town of Yarrow Point	Email Kal Re: need for affidavit to do project closeout	0.25	\$ 125.00	\$ 31.25
11/27/19	Project Management	Town of Yarrow Point	Process playground invoice for Linda Osborn and coord w/ Istvan Re: her plant maintenance recommendations; answer questions from Austen Re: Out West invoice	0.25	\$ 125.00	\$ 31.25
<b>Activity Subtotal for Town Engineer - Morningside Park</b>				<b>1.50</b>	<b>\$ 125.00</b>	<b>\$ 187.50</b>

FUND: Capital Improvement		ACTIVITY TYPE: Stormwater Utility Mtgs and Rate Study			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Administration	Town of Yarrow Point	-	0.00	\$ 125.00	\$ -
<b>Activity Subtotal for Town Engineer - Stormwater Utility Meetings and Rate Study</b>				<b>0.00</b>	<b>\$ 125.00</b>	<b>\$ -</b>

FUND: Capital Improvement		ACTIVITY TYPE: NE 42nd Street/ 91st Ave NE Stormwater Upsizing and UGC Project			ACTIVITY CODE: XXXXX	
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
11/6/19	Administration	Town of Yarrow Point	NE 42nd Street Status report	0.25	\$ 125.00	\$ 31.25
11/7/19	Administration	Town of Yarrow Point	Review emails from G&O	0.50	\$ 125.00	\$ 62.50
11/12/19	Administration	Town of Yarrow Point	Status report presentation and discussion at council meeting	0.25	\$ 125.00	\$ 31.25
11/19/19	Administration	Town of Yarrow Point	Coord w/ G&O and WA DFW Re: outfall design recommendations to reduce beach washout episodes	1.00	\$ 125.00	\$ 125.00
11/20/19	Administration	Town of Yarrow Point	Mtg w/ COB - Robert Corner at Town Hall Re: COB's 90% water main replacement drawings; coord w/ COB- Abe Re: water meter needed at NE 42nd Park	2.00	\$ 125.00	\$ 250.00
11/21/19	Administration	Town of Yarrow Point	Begin 60% specifications review	2.50	\$ 125.00	\$ 312.50
11/22/19	Administration	Town of Yarrow Point	On-site for NE 42nd St outfall photos; emails Re: potential fixes	0.75	\$ 125.00	\$ 93.75

**Yarrow Point Invoice Detail**

**November 2019**

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

11/22/19 Administration	Town of Yarrow Point	60% specifications review con't	2.00 \$	125.00 \$	250.00
11/27/19 Administration	Town of Yarrow Point	60% specifications review con't; coord w/ G&O and COB Re: 90% water design	2.75 \$	125.00 \$	343.75
<b>Activity Subtotal for Town Engineer - NE 42nd Street</b>			<b>12.00 \$</b>	<b>125.00 \$</b>	<b>1,500.00</b>

**FUND: Capital Improvement**      **ACTIVITY TYPE: Update TYP Comprehensive Stormwater Management Plan**      **ACTIVITY CODE: XXXXX**

Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
11/6/19	Administration	Town of Yarrow Point	Prepare status report; coord w/ Gray & Osborn Re: status of design	0.25	125.00 \$	31.25
11/12/19	Administration	Town of Yarrow Point	Status report presentation and discussion at council meeting	0.25	125.00 \$	31.25
<b>Activity Subtotal for Town Engineer - SWMP</b>				<b>0.50 \$</b>	<b>125.00 \$</b>	<b>62.50</b>
<b>Activity Total for Capital Improvement Projects</b>				<b>14.00 \$</b>	<b>125.00 \$</b>	<b>1,750.00</b>

**Yarrow Point Invoice Detail**  
**November 2019**

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

<b>Activity Type: Pre-Applications</b>						
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Pre-application	-	-	0.00	\$ 125.00	\$ -
<b>Activity Subtotal for Pre-Applications</b>				<b>0.00</b>	<b>\$ 125.00</b>	<b>\$ -</b>

<b>Activity Type: Plan Review (Boundary Line Adjustment/ Short Plat)</b>						
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
11/5/19	Plan Review	Bowman; 8809 NE 34th St	On-going coord w/ attorney, staff, and surveyor Re: BLA Approval process	2.00	\$ 125.00	\$ 250.00
11/6/19	Plan Review	Bowman; 8809 NE 34th St	Review docs; talk through revisions with Goldsmith; coord w/ staff Re: timing	2.25	\$ 125.00	\$ 281.25
11/12/19	Plan Review	Bowman; 8809 NE 34th St	Presentation at Council Mtg	1.25	\$ 125.00	\$ 156.25
11/15/19	Plan Review	Bowman; 8809 NE 34th St	Mtg w/ Mayor at Town Hall	0.25	\$ 125.00	\$ 31.25
11/15/19	Plan Review	Bowman; 8809 NE 34th St	Coord w/ Goldsmith Re: submittal for 12/2/19 council meeting	0.25	\$ 125.00	\$ 31.25
11/19/19	Plan Review	Bowman; 8809 NE 34th St	Answer emails and coord w/ Resident - Carolyn Hathaway 8828 NE 34th St Re: repave of private lane and BLA process	1.00	\$ 125.00	\$ 125.00
<b>Activity Subtotal for Plan Review</b>				<b>7.00</b>	<b>\$ 125.00</b>	<b>\$ 875.00</b>

<b>Activity Type: Plan Review/ Inspection - Site Development Permit</b>						
Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
11/5/19	Inspection	Bansal; 3825 95th Ave NE	On-site for final storm inspection; coord w/ staff	1.25	\$ 125.00	\$ 156.25
11/7/19	Plan Review	Mishra; 4412 95th Ave NE	Review for New SFR	1.00	\$ 125.00	\$ 125.00
11/8/19	Plan Review	Mishra; 4412 95th Ave NE	Review for New SFR cont'	1.00	\$ 125.00	\$ 125.00
11/12/19	Inspection	Rathinam; 4032 92nd Ave NE	On-site for detention tank inspection	1.00	\$ 125.00	\$ 125.00
11/14/19	Plan Review	Mishra; 4412 95th Ave NE	Review for New SFR cont'	2.75	\$ 125.00	\$ 343.75
11/18/19	Plan Review	Mishra; 4412 95th Ave NE	Coord w/ COB - Jason for sanitary sewer utility review	0.25	\$ 125.00	\$ 31.25
11/22/19	Inspection	Dakota Homes; 9244 Points Dr NE	Impromptu mtg w/ Dakota Homes - Eric Re: encroachment agreement requirements prior to site final	0.75	\$ 125.00	\$ 93.75

**Yarrow Point Invoice Detail**

**November 2019**

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

11/25/19	Inspection	BDR: 4201 95th Ave NE	Coord w/ Steve Wilcox and Michael Waters Re: TESC	17-xxxx	6047	1.25	\$	125.00	\$	156.25	
11/26/19	Inspection	Rathinam: 4032 92nd Ave NE	On-site for driveway storm drainage inspection; coord rockery install status with Sharmila	17-xxxx	6047	1.00	\$	125.00	\$	125.00	
<b>Activity Subtotal for Plan Review - Site Development Permit</b>							<b>10.25</b>	<b>\$</b>	<b>125.00</b>	<b>\$</b>	<b>1,281.25</b>

**Yarrow Point Invoice Detail**

**November 2019**

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

**Activity Type: Permit Review/Inspection - Right of Way Use Permit(s)**

Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
11/8/19	Plan Review	Mishra, 4412 95th Ave NE	Review permit application w/ Site	0.75	\$ 125.00	\$ 93.75
			19-8052	6047		

**Activity Subtotal for Permit Review/Inspection - Right of Way Use Permit(s)**

0.75 \$ 125.00 \$ 93.75

**Activity Total for Pre-apps/Plan Reviews/ Permits/ Inspections**

18.00 \$ 125.00 \$ 2,250.00

**Yarrow Point Invoice Detail**  
**November 2019**

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

FUND: Unknown		Activity Type: General Administration		Invoice Code: Unknown		
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
11/7/19	Administration	Town of Yarrow Point	92nd Ave NE Pathway - Review ICC estimate and coord w/ Mayor Re: future direction	0.50	\$ 125.00	\$ 62.50
11/15/19	Administration	Town of Yarrow Point	Mtg at Town Hall w/ architect - Doug Obi and Mona Re: new SFR at 3802 94th Ave NE	1.00	\$ 125.00	\$ 125.00
11/21/19	Administration	Town of Yarrow Point	92nd Ave NE Pathway - Review ICC estimate and coord w/ Mayor; reach out to ICC to revise estimate to include only NE 40th to NE 41st this year	0.25	\$ 125.00	\$ 31.25
<b>Activity Subtotal for General Administration</b>				<b>1.75</b>	<b>\$ 125.00</b>	<b>\$ 218.75</b>

**Yarrow Point Invoice Detail**

**November 2019**

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

**TOWN REIMBURSED ACTIVITIES**

Activity Total for Capital Improvement Projects	14.00	\$125.00	\$1,750.00
Activity Total for Applicant - Pre-apps/Plan Reviews/ Permits/ Inspections	18.00	\$ 125.00	\$2,250.00
Activity Total for Reimbursed Categories	32.00	\$ 125.00	\$4,000.00

**TOWN GENERAL ADMINISTRATION ACTIVITIES**

Activity Total for General Administration	1.75	\$125.00	\$218.75
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**TOWN TOTAL FOR ALL ACTIVITIES**

	33.75	\$ 125.00	\$4,218.75
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Mona H. Green, Town Planner

PROFESSIONAL PLANNING SERVICE

November 2019

INVOICE #19520

Date		Type	Permit #	Hours	Charge
11/04/19	4412 - 95 Ave NE, Mishra: rev comments; new info; e-mails (11/4, 11/14, 11/20)	Bldg	19-8054	1.50	202.50
	<b>SUBTOTAL - BLDG</b>			<b>1.50</b>	<b>202.50</b>
11/20/19	4416 - 95 Ave NE, Zhu/Wang: follow up t/conf w/ rep	PreApp	19-8029	0.25	33.75
11/22/19	9001 NE 41: prep, attend mtg	PreApp	19-8067	1.25	168.75
	<b>SUBTOTAL - PREAPP</b>			<b>1.50</b>	<b>202.50</b>
				0.00	0.00
	<b>SUBTOTAL - SITE</b>			<b>0.00</b>	<b>0.00</b>
11/05/19	4412 - 95 Ave NE, Mishra: rev & prep MDNS, notices	SEPA	19-8058	3.00	405.00
	<b>SUBTOTAL - SEPA</b>			<b>3.00</b>	<b>405.00</b>
11/20/19	38XX Ave NE, Smith: t/conf re status	VAR	19-8042	0.25	33.75
	<b>SUBTOTAL - VARIANCE</b>			<b>0.25</b>	<b>33.75</b>
11/05/19	4415 - 91 Ave NE, Clapp: rev for Hearing; prep notice for new hearing	SDP	19-8011	1.50	202.50
	<b>SUBTOTAL - SHORELINE SUBSTANTIAL DEVELOPMENT</b>			<b>1.50</b>	<b>202.50</b>
				0.00	0.00
	<b>SUBTOTAL - SHORELINE EXEMPTION</b>			<b>0.00</b>	<b>0.00</b>
11/07/19	3827 - 94 Ave NE, FrancoisVigneault: rev	Mech	19-8068	0.50	67.50
11/12/19	4039 - 95 Ave NE, BDR: rev	Mech	19-8071	0.50	67.50
	<b>SUBTOTAL - MECHANICAL</b>			<b>1.00</b>	<b>135.00</b>
11/05/19	3802 - 94 Ave NE: t/conf arch re pending			0.25	33.75
11/11/19	Rev corres re community dock regs (Gates); e-mail	Pending		0.50	67.50
11/12/19	4652 - 95 Ave NE: t/conf & mtg w/ arch re pending new construction	Pending		0.75	101.25
11/12/19	Town Council mtg			2.00	270.00
11/14/19	3802 - 94 Ave NE: mtg w/ arch re pending demo, var, construction	Pending		1.00	135.00
11/18/19	PC mtg & prep			2.00	270.00
11/20/19	4644 - 95 Ave NE: t/conf surveyor re pending shoreline	Pending		0.25	33.75
11/22/19	3407 - 92 Ave NE: mtg & rev w/ arch re pending var	Pending		1.50	202.50
11/26/19	Work on PC matters			2.00	270.00
11/30/19	Mtgs/consults with staff, public throughout month			2.00	270.00
	<b>SUBTOTAL - MISC</b>			<b>12.25</b>	<b>1653.75</b>
	<b>TOTAL</b>			<b>21.00</b>	<b>2835.00</b>

STAFF REPORTS
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1. Engineer Reports
  - A. Morningside Park Children's Play Area
  - B. 2019 NE 42<sup>nd</sup> Street/91<sup>st</sup> Ave NE Stormwater Upsizing and UGC Project
  - C. Stormwater Management Plan Update
2. Police Reports for November
3. Fire/EMS Reports
4. Commission minutes
  - A. Planning Commission draft minutes of November 18, 2019 regular meeting



# PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
12/10/19	Morningside Park Children's Play Area	Stacia Schroeder

## STATUS SUMMARY

The Morningside Park Children's Play Area is 99% complete. I have not received the Affidavit of Prevailing Wages Paid from K-A General Construction after multiple attempts. I will be working with our Town Attorney during December to determine the Town's option on project closeout.

## PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Prepare Final Bid Documents	100	June 2018	Linda Osborn	
Bid Package	100	September 2018	Stacia Schroeder	Bids due 10/18 @ 10am
Present to Council	100	November 2018	Stacia Schroeder	Council Accepted Low Bid
Contract Documents/ Order Playground Equipment	100	December 2018	Stacia Schroeder/ Kal Brar	
Construction	99	September 2019	Stacia Schroeder/ Kal Brar	Working towards closeout

## BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
<b>March – April 2017</b> Landscape Architect Services – Schematic Design		\$10,616.10		
<b>July 2017 – July 2018</b> Landscape Architect Services – Bid Documents		\$36,003.21		
<b>April 2018</b> SEPA Report		\$2,380.00		

<b>May 2018</b> AESI Site Soils Report		\$3,163.27		
<b>Jan 2017 – Dec 2018</b> Town Engineer Plan Review/ Project Mngmt		\$15,781.25		
<b>Jan 2017 – Dec 2018</b> Town Building Official Plan Review		\$3,331.25		
<b>Jan 2017 – Dec 2018</b> Town Planner SEPA Review/ Process		\$540.00		<b>Total 2017-2018 Cost:</b> \$71,815.08
<b>January – Sept 2019</b> Nature Works – Town provided play equipment	\$45,573.00	\$45,573.00	Yes	Designer expected to be on-site in mid-September to inspect climber installation and address log tunnel roughness
K-A General Construction	\$163,704.06	\$176,632.96	Yes	1.) Includes Pay Est. No. 1–5 2.) Refer to Change Order No. 2 for additional information (\$21,340) 3.) Holding final retainage \$8,441.10
<b>Jan 2019 – Nov 2019</b> Town Engineer Inspection/ Project Mngmt	\$10,000.00	\$24,343.75	No	1.) Existing sidewalk shown in base map was off by ~3-ft which required field adjustments 2.) Contractor over-excavation in ramp area required a change to the structural wall detail 3.) Landscape plans – updates req'd for timber landing and stairs off east side of concrete sidewalk 4.) Slide platform layout was off by 1.5 ft horizontally ; Slide eastern slope was shown in plans as 1:1 vs 2:1 req'd for planting; design of rockery req'd to meet 2:1 slope and protect memorial tree south of slide; consultation with Steve Wilcox Re: guardrail design around slide platform
<b>Jan 2019 – Sept 2019</b> Town Building Official	\$0	\$1,255.29	Yes	
<b>Jan 2019 – Nov 2019</b> Osborn Group – LA Construction Support	\$5,724.00	\$5,852.56 \$8,381.57	No	Refer to Additional Services Request dated 7/11/19 for additional construction support and prepare revised planting plan to match (\$9,685.00) current site layout

Associated Permit Costs	\$0	\$9,658.35 -\$1,032.85 -\$1,589.00 -\$500.00 -\$1,250.00 -\$3,750.00	No	<b>Permit Fees – Already Counted</b> Bldg Official – Plan Review Bldg Official – Inspection Town Engineer – Review/ Insp Town Planner/ Engineer 100% Refundable Street Deposit
Soils Testing	\$0	\$3,577.20	No	Compaction Testing
PACE	\$0	\$939.00	No	1.) 7/10/19 Surveying As-built playground boundary, etc.
WE Electric	\$0	\$929.51 \$3,965.51 -\$117.50	No	Remove Generator Re-install Generator <b>Permit Fees</b>
Outwest Landscape	\$0	\$8,613.00		Work to begin Spring 2020 Contract \$8,613.00
Jimenez Maintenance	\$0	\$1,056.00		Additional Guardrail to slide
Miscellaneous Items	\$0	\$1,832.98		Digital Reprographics, Builder’s Exchange Plan Fees, 30cy mulch delivered, etc.
<b>Total:</b>	<b>\$224,752.06</b>	<b>\$284,371.33</b>		<b>TYP Budget 2019: \$260,000</b>

## RISK AND ISSUE HISTORY

ISSUE	STATUS	COMMENT

## CONCLUSIONS/NEXT STEPS

- 1.) The Town is holding \$8,441.10 for K-A Construction in retainage. No response regarding completion of required Affidavit of Wages Paid.
- 2.) Town Engineer – ongoing closeout processing and project management



## PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
12/10/19	2019 NE 42 <sup>nd</sup> Street/ 91 <sup>st</sup> Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

### STATUS SUMMARY

The 2019 NE 42<sup>nd</sup> Street/ 91<sup>st</sup> Ave NE Stormwater Upsizing & UGC Project is underway! A 60% design meeting was held in mid-July. Our design team received the City of Bellevue's 90% water main replacement design Monday, November 25<sup>th</sup>. An internal meeting with Gray & Osborne – Roger Kuykendall is scheduled for Friday, December 6<sup>th</sup>. To date, I have not received any new project estimates from Puget Sound Energy or Gray & Osborn.

### PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
RFQ	100	October 2018	Stacia Schroeder	2 RFQ's rec'd 11/8 @ 10am
TYP Chooses Engineering Firm	100	November 2018	Evaluation Committee	Gray & Osborne – Roger Kuykendall
Scope of Work/ Design Proposal	100	December 2018	Stacia Schroeder	1 <sup>st</sup> Mtg set for 12/6/18 @ 9am
Town Review/ Approval	100	February 2019	Town Council	
Project Design	70	January 2020	Stacia Schroeder	60% mid-July

### BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Stormwater Design (2019)	\$30,000			CIP S-1: Design
UGC Design (2019)	\$40,000			CIP U-1: Design
<b>Jan 2019 – Nov 2019</b> Town Engineer Project Management		\$7,562.50	Yes	
<b>Jan 2019 – Nov 2019</b> Civil Engineering Consultant Gray & Osborne, Inc.		\$38,994.70	Yes	Contract Amt: \$42,600.00
Evergreen Concrete Cutting:	\$0	\$2,043.00	No	Coring Pavement to determine depth
<b>Total:</b>	<b>\$70,000</b>	<b>\$48,600.20</b>		
Construction (2020: Stormwater plus ½ Overlay)	\$585,000	\$0		CIP S-2: Construction (7/9/19) CIP ½T-2: Overlay
Construction (2020: UGC plus ½ Overlay)	\$585,000	\$0		CIP U-2: Construction (7/9/19) CIP ½T-2: Overlay

**RISK AND ISSUE HISTORY**

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ISSUE	STATUS	DATE

**CONCLUSIONS/NEXT STEPS**

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# PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
12/10/19	Stormwater Management Plan Update	Stacia Schroeder

## STATUS SUMMARY

PACE has completed the 2019 SWMP draft update. Currently I am reviewing the document. I anticipate having a final plan by the end of 2019.

## PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
RFQ	100	October 2018	Stacia Schroeder	3 RFQ's rec'd 11/8 @ 10am
TYP Chooses Engineering Firm	100	November 2018	Evaluation Committee	Interviews set for 12/13
Scope of Work/ Design Proposal/ Town Review	100	December 2018/ January 2019	Stacia Schroeder/ SUAC/ Mayor Cahill	
Town Staff – Compile Drainage Information	100	February 2019	Town Engineer	
SWMP Staff Review	15	November 2019	Town Engineer	
SWMP Update - PACE	85	December 2019	Town Engineer	

## BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
SWMP Update (2019)	\$80,000			
Jan 2019 – Nov 2019 Town Engineer Project Management		\$8,906.25	No	Jan/ Feb 2019: Several hours spent researching permit records and gathering information for inclusion into new SWMP Sept 2019: begin draft review
Jan 2019 – Nov 2019 Civil Engineering Consultant PACE Engineers, Inc.		\$53,603.75	Yes	Contract Amt: \$72,034.00
<b>Total</b>	<b>\$80,000</b>	<b>\$62,510.00</b>		

## RISK AND ISSUE HISTORY

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ISSUE	STATUS	DATE

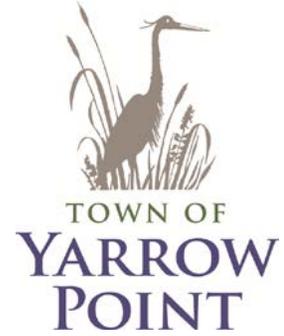
## CONCLUSIONS/NEXT STEPS

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- 1.) Town staff will review PACE draft and provide one set of comments for final draft.

# Town of Yarrow Point

## Summary of Police Activity November 2019



<b>CRIMINAL ACTIVITY RESPONSES</b>	<b>November 2019</b>	<b>November 2018</b>	<b>YTD 2019</b>	<b>YTD 2018</b>
------------------------------------	--------------------------	--------------------------	---------------------	---------------------

NON TRAFFIC	1	0	26	12
TRAFFIC	0	0	5	1

<b>NON-CRIMINAL ACTIVITY RESPONSES</b>				
--	--	--	--	--

TRAFFIC INFRACTIONS	7	3	49	78
WARNINGS	6	6	69	58
OTHER CALLS FOR SERVICES	38	77	784	857

<b>TOTAL CALLS</b>	<b>52</b>	<b>86</b>	<b>933</b>	<b>1006</b>
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Notes:



# Town of Yarrow Point

## ACTIVITY REPORT

2019      2018      2019      2018  
 November November    YTD      YTD

CRIMES AGAINST PERSONS				
Assault	•			
Domestic Violence				
<i>Assault</i>			1	1
<i>Disturbance</i>				
<i>Order of Protection</i>			1	
Harassment			1	
Other			1	2
CRIMES AGAINST PROPERTY				
Arson/Fireworks			3	
Burglary			1	
Malicious Mischief	1		2	
Robbery				
MV Theft				
MV Prowl				
Theft (incl. fraud)				
Other			2	1
OTHER PUBLIC ACTIVITY				
Alarms	2	2	31	37
Animal Complaints				
Death - Criminal				
Death - Non-Criminal				
Disturbances			1	3
Noise Complaints		2	4	7
Parking Complaints	2		20	13
Prowler/Trespass			1	1
Questionable Action	2	1	13	30
Other/Assist Citizen	1	12	81	165
PUBLIC SERVICE				
Resident Security Checks (1 Home)	30	59	458	601
ARRESTS/WARRANTS				
Alcohol Arrest				
Drug Arrest				
Warrant - Local				
Warrant - Outside				1
All other Arrests			1	2
TRAFFIC ACTIVITY				
Accidents	1		6	
Infractions	7	3	35	78
Warnings	6	6	53	58
Vehicle Impound		1		1
<b>TOTAL</b>	<b>52</b>	<b>86</b>	<b>716</b>	<b>1,006</b>





Issued Ticket Report Summary  
Yarrow Point  
11/1/2019 through 11/30/2019

<u>Violation Location</u>	<u>Loc</u>	<u>Date And Time</u>	<u>Violation Description</u>	<u>Citation</u>	<u>Issuing Officer</u>
3200 BLK 92ND AVE NE	YP	11/01/2019 22:19:00	MV FAILURE TO RENEW REGISTRATION	9Z1042462	2277 - Lyon
8900 BLK POINTS DR	YP	11/04/2019 15:17:00	SPEED 11 MPH OVER LIMIT (40 OR UNDER)	9Z0951622	9337 - Swai
8900 BLK POINTS DR	YP	11/04/2019 15:27:00	SPEED 18 MPH OVER LIMIT (40 OR UNDER)	9Z0951623	9337 - Swai
8900 BLK POINTS DR	YP	11/04/2019 15:38:00	SPEED 13 MPH OVER LIMIT (40 OR UNDER)	9Z0951624	9337 - Swai
3200 BLK 92ND AVE NE	YP	11/04/2019 19:14:00	MV OPERATE WITHOUT INSURANCE	9Z0951625	9337 - Swai
8900 BLK POINTS DR	YP	11/14/2019 14:42:00	SPEED 16 MPH OVER LIMIT (40 OR UNDER)	9Z0951630	9337 - Swai
8900 BLK POINTS DR	YP	11/23/2019 15:46:00	SPEED 14 MPH OVER LIMIT (40 OR UNDER)	9Z0951635	9337 - Swai

**TOWN OF YARROW POINT  
PLANNING COMMISSION REGULAR MEETING MINUTES  
November 18, 2019**

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

**CALL TO ORDER:**

Amy Pellegrini, Planning Commission Chair called the meeting to order at 7:04 p.m.

**PRESENT:**

Chairperson: Amy Pellegrini

Commissioners: Trevor Dash  
Chuck Hirsch  
Carl Hellings  
Jennifer Whittier – Excused absence

Staff: Austen Wilcox – Town Deputy Clerk  
Mona Green – Town Planner

Guests: Art Whittlesey - Resident  
Jack Gale – Resident  
Cheryl Pietromonaco – Resident  
Ronni McGlenn – Resident  
David Bergey – Resident  
Debbie Prudden – Resident

**APPEARANCES:**

No comments.

**MINUTES:**

**MOTION:** Commissioner Hirsch moved to approve the minutes of the October 2, 2019 study session as amended. Commissioner Dash seconded the motion.

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

**MOTION:** Commissioner Dash moved to approve the minutes of the October 14, 2019 regular meeting as presented. Commissioner Hellings seconded the motion.

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

*Commissioner Hirsch abstained as he was absent from the October 14, 2019 regular meeting.*

**STAFF REPORTS:**

Town Planner Mona Green gave a recap of the November 11, 2019 regular Council Meeting:

- McDonald proclamation: Honoring residents Dan and Janie McDonald for their use of their front yard during annual Points 4<sup>th</sup> of July celebrations
- Approved levy increase of 1%

- Bowman Boundary Line Adjustment #19-8034: Further review and additional public notice was found necessary by the Town's attorney. Decision by the Council was postponed to a special Council meeting that will take place on December 2, 2019.
- Security camera discussion
- Planner Green gave an updated report on the Planning Commission's review and consideration of a tree code with input and opinions heard from public comment. The Council recognized complexity of the topic. Council chose a target date of February 2020 to hear the Planning Commission's findings and review a draft.

**REGULAR BUSINESS:**

**PCAB 19-14 Private Property Tree Code – Continued Discussion**

Town Planner Green gave an overview of tree code review and research done by the Planning Commission to this point. Public comment has been heard on both extremes of opinions. The Planning Commission is researching a balance.

The Planning Commission discussed the following aspects:

- Maintaining character of Yarrow Point
- Listening to resident comments
- Preservation of tree canopy
- Construction of homes as zoning code allows
- Impact of trees related to construction projects
- Mitigation
- Notification of tree cutting
- Reviewing tree codes of nearby jurisdictions
- Clear cutting
- Building envelope
- Wildlife protection: A biologist would have to be hired. The Town does not regulate wildlife.

The Planning Commission discussed the option of requiring a waiting period by limiting the amount of trees that could be taken out per year.

Chair Pellegrini opened the public comment period opened at 7:42pm

Art Whittlesey resident at 9240 NE 37<sup>th</sup> Pl is for property rights. Mr. Whittlesey believes property owners should have the right to do what they want on their property. Mr. Whittlesey stated that issues with trees and hedges can be resolved privately without the Town needing to decide for them. Mr. Whittlesey discussed properties that do not have trees and the potential requirement to plant a certain number of trees when there were none existing before. Mr. Whittlesey provided examples of tree impacts on private property and burdens they cause when private property owners are not able to remove them freely. Mr. Whittlesey stated that Yarrow Point was once farmland and not full of trees.

Cheryl Pietromonaco resident at 3445 92<sup>nd</sup> Ave NE discussed clear cutting near her property. Ms. Pietromonaco shared issues with flooding after trees were cut. Ms. Pietromonaco discussed wildlife not having shelter after trees were cut. Ms. Pietromonaco is in support of a tree code. Ms. Pietromonaco states that views should be considered.

Debbie Prudden resident at 3805 92<sup>nd</sup> Ave NE asked what the classification is of a “significant tree.” The Planning Commission responded stating there is no definition of a significant tree yet. Ms. Prudden believes there should be no difference in tree regulation between a private property owner compared to a developer. Ms. Prudden read a letter she wrote to the Planning Commission that also she requested by the Deputy Clerk to be forwarded to them after the meeting regarding her input around a tree code.

Ronni McGlenn resident at 4000 95<sup>th</sup> Ave NE thanked the Planning Commission for their research into a tree code. Ms. McGlenn stated that she is on the Wetherill Commission and who has been fighting a loss of trees due to wind blow downs and ivy. Ms. McGlenn hopes that a balance can be found and understands the complexities involved.

Jack Gale resident at 4654 95<sup>th</sup> Ave NE referenced a letter he submitted to the Planning Commission suggesting the use of time to regulate tree cutting to slow down the process.

Ronni McGlenn resident at 4000 95<sup>th</sup> Ave NE suggests documenting heritage trees to identify how many trees exist.

Art Whittlesey resident at 9240 37<sup>th</sup> Pl believes the Town should not regulate the trees on private property.

Cheryl Pietromonaco resident at 3445 92<sup>nd</sup> Ave NE stated that people who come to her home often report a good sense of air scent due to the plentiful tree supply on her property.

Debbie Prudden resident at 3805 92<sup>nd</sup> Ave NE stated that the use of time to regulate trees will be financially impactful to residents looking to sell or to developers. Ms. Prudden does not believe it is right to regulate trees on private property.

Chair Pellegrini closed the public comment period at 8:17pm.

The Planning Commission discussed the public comment.

Planner Green discussed a proposal requiring a minimum density of trees per acre. A list of allowable planting types (to be decided) could be chosen from in order to make up the difference when trees are cut. This requirement could be satisfied with existing vegetation on site or newly planted trees.

The Planning Commission requested feedback of the proposal by those in attendance and received a general response of positivity.

The Planning Commission directed Planner Green to do the following and to forward to them as soon as possible:

- Proceed with an updated draft code version including the proposal.
- Put together a list showing the classifications of “significant trees” from tree code sections of nearby jurisdictions for the Planning Commission to review.

MOTION: Commissioner Dash moved to adjourn the meeting at 8:44pm. Commissioner Hirsch seconded the motion.

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

APPROVED:

\_\_\_\_\_  
Amy Pellegrini, Chair

ATTEST:

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

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

Agenda Bill 19-30  
December 10, 2019

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Security Camera Trial	<b>Proposed Council Action:</b> Discussion and action on purchase of two security cameras for trial.
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**Presented by:** Mayor Cahill

**Exhibits:** Available at meeting: Draft of Policy and Procedures for ALPR Cameras  
Public Outreach Communication Plan

**Summary:**

Council discussion on two security cameras on trial basis.

Agreement on Policy and Procedures for security cameras will be discussed.

Public Outreach Communication Plan will be discussed.

**Recommended Action:**

Council approval of purchase of two security cameras for trial of Automated License Plate Read (ALPR).

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Appointment of Mayor Pro Tem	<b>Proposed Council Action:</b> Appoint Mayor Pro Tem
------------------------------	---

**Presented by:** Mayor Cahill

**Exhibits:** None.

**Summary:**

According to RCW 35.27.160, the Mayor shall preside over all meetings of the Council at which he or she is present. A Mayor Pro Tem may be chosen by the Council for a specified period of time, not to exceed six months, to act as the Mayor in the absence of the Mayor.

**Recommended Action:**

Move that a member of the Council be appointed to serve as the Mayor Pro Tem for the next six months – January 1, 2020 through June 30, 2020.

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

Agenda Bill 19-32  
December 10, 2019

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Appointment of Planning and Park Commission Members	<b>Proposed Council Action:</b> Council confirmation of appointment of Park and Planning Commission Members
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**Presented by:** Mayor Cahill

**Exhibits:** None

**Summary:**

The following Planning Commission Member terms are up for reappointment:

Carl Hellings and Trevor Dash

Amy Pellegrini's term is not up, but will be replaced as Chair by Carl Hellings for a two-year Chair term.

The following Park Commission Member terms are up for reappointment:

Kathy Smith and Carolyn Whittlesey

**Recommended Action:**

Motion to confirm the reappointment of Carl Hellings and Trevor Dash for six-year terms on the Planning Commission, and approve Carl Hellings as Planning Commission Chair for a two-year term.

Motion to confirm the reappointment of Kathy Smith and Carolyn Whittlesey for three-year terms on the Park Commission.

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

Agenda Bill 19-33  
December 10, 2019

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Purchase and Placement of Outgoing Mailbox	<b>Proposed Council Action:</b> Council approve purchase and placement of outgoing mailbox
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**Presented by:** Mayor Cahill

**Exhibits:** Sample of outgoing mailbox

**Summary:**

Residents continue to ask for a place to deposit outgoing mail. Staff talked with our mail carrier, and with his input researched types that may be appropriate.

**Recommended Action:**

If the Council deems appropriate, approve purchase of an outgoing mailbox and give staff direction for an appropriate location.



### Steel Curbside Collection Box, 22-1/2"W x 22-1/2"D x 48"H, Gray

Item #: T9F270064GY

Not Yet Rated

Enter [zip code](#) for delivery date estimate

#### COLOR FINISH

Gray

\$4,200.00 up to 27% OFF

**Price: \$879.00**

**\$146.50 / month** suggested monthly payments with 6 mo. special financing on the purchase of **\$879.00** or save **3%** on purchase. [Important mo. payment info](#) | [Apply Now](#)

1 **ADD TO CART**

Quantity

ADD TO LIST

Email Print

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

Agenda Bill 19-34  
December 10, 2019

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Public Defender Contract Extension	<b>Proposed Council Action:</b> Council approve Public Defender Contract Extension
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**Presented by:** Attorney Emily Miner

**Exhibits:** Current Public Defender Contract  
Amendment No. 1 to Professional Services Agreement

**Summary:**

Emily Miner is working with the Points Cities (Yarrow Point, Hunts Point, Clyde Hill and Medina) regarding the public defender contract that was assigned to Stewart, MacNichols, Harmell, Inc. from O'Brien Law Firm, PLLP. This contract terminates on December 31, 2019.

To give more time for the negotiation of new terms and conditions of a new contract, an extension has been drafted for the Council's review and approval.

**Recommended Action:**

Approval of Amendment No. 1 to Professional Services Agreement

CONSENT TO ASSIGNMENT OF CONTRACTS

This Assignment of Contracts ("Assignment") is made and dated the 1<sup>st</sup> day of ~~July~~ August, 2016 by and between O'Brien Law Firm, PLLP ("Assignor"), the law firm of Stewart, MacNichols Harmell, Inc. P.S. ("Assignee") and consenting parties, City of Clyde Hill, City of Medina, Town of Yarrow Point and Town of Hunts Point ("The Point Cities").

Recitals

- A. Whereas, Assignor has contracted with *The Point Cities* to perform Public Defense Legal Services for indigent citizens charged with misdemeanor and gross misdemeanor criminal offenses within the jurisdictions of The Point Cities pursuant to five year contracts commencing January 1<sup>st</sup>, 2015 and ending December 31<sup>st</sup>, 2019 (Contracts); and
- B. Whereas, as a result of a restructuring, Assignor is terminating its Public Defense operations in the Kirkland Municipal Courthouse, the venue of The Point Cities' criminal filings, and
- C. Whereas, Assignor wishes to assign its rights and obligations under the Contracts to Assignee, a Washington law firm currently holding the Public Defense contract for the City of Kirkland utilizing the Kirkland Municipal Court, and
- D. Whereas, The Point Cities have reviewed the qualifications of Assignee,

Assignment

Now, therefore, in consideration of the promises contained herein and other good and valuable consideration, receipt of which is hereby acknowledged,

- 1. Assignor hereby assigns, transfers and sets over to Assignee all of its rights, obligations and its interest in and arising out of the Contracts, subject to all of the terms and conditions contained therein.
- 2. Assignee hereby accepts the assignment of the Contracts with the understanding that the quarterly reporting requirements within the contracts will be reviewed and restructured to assimilate the public defense reports assignee provides the city of Kirkland.
- 3. The Point Cities hereby consent to the assignment of the contracts from the O'Brien Law Firm, PLLP to the law firm of Stewart, MacNichols and Harmell, Inc. PS.
- 4. The effective date of the assignments shall be August 1<sup>st</sup>, 2016.

5. Work performed on the Contracts through July 31st, 2016 shall be invoiced by and paid to Assignor. Work performed on the Contract on or after July 31st, 2016 shall be invoiced by and paid to Assignee.
6. All notices required to be given to Assignee pursuant to the City and Town Contracts shall be sent to Assignee at the following address:

Ken Harmell  
Stewart, MacNichols and Harmell, Inc. PS.  
655 W. Smith Street, Suite 210  
Kent, WA 98032  
(253)-859-8840

In Witness Whereof, the parties have executed this Agreement to become effective as described herein.

**ASSIGNOR:**

O'Brien Law Firm, PLLP  
a Washington Professional Limited Liability Partnership

By: John O'Brien  
Its: Managing Partner

**ASSIGNEE:**

Stewart, MacNichols and Harmell, Inc. PS.  
a Washington Professional Service Corporation

By: Ken Harmell  
Its: Managing Partner

The City of Medina hereby consents to the foregoing assignment

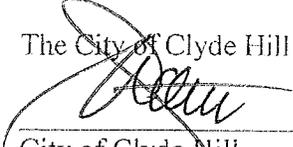
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City of Medina

By: Mike Sauerwein, City Manager

Its: City Manager

The City of Clyde Hill hereby consents to the foregoing assignment



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City of Clyde Hill

By: ~~Mitch Wasserman~~ GEORGE MARTIN

Its: ~~City Administrator~~ MAYOR

The Town of Yarrow Point hereby consents to the foregoing assignment

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Town of Yarrow Point

By: Richard Cahill

Its: Mayor

The Town of Hunts Point hereby consents to the foregoing assignment

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Town of Hunts Point

By: Joe Sabey

Its: Mayor

**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT**

This Amendment No. 1 to the Professional Services Agreement, dated as of the date written below (this “Amendment”), between the consenting parties City of Clyde Hill, City of Medina, Town of Yarrow Point, and Town of Hunts Point (“Point Cities”) and the law firm of Stewart, MacNichols, Harmell, Inc. P.S. (the “Attorney”), collectively the “parties”, amends the contracts commencing January 1, 2015 and terminating December 31, 2019 between the Point Cities and the Attorney (the “Agreements”).

**WHEREAS**, the Agreements were originally entered into by and between the Point Cities and O’Brien Law Firm, PLLP; and

**WHEREAS**, the Points Cities consented to the Agreements being assigned to the Attorney on August 1, 2016 with a termination date of December 31, 2019; and

**WHEREAS**, the purpose of the Agreements is to provide legal representation for indigent persons charged with certain criminal offenses; and

**WHEREAS**, the Agreements are scheduled to expire on December 31, 2019 absent an agreement between the parties to extend; and

**WHEREAS**, the parties desire to extend the term of the Agreements while they address changes in the Point Cities’ public defense system and ensure the contract provisions comply with state standards; and

**NOW, THEREFORE**, the Point Cities and the Attorney agree to amend the Agreements as follows:

1. Section 3 of the Agreements is hereby amended to read as follows: The term of this Agreement shall be from January 1, 2015 through March 31, 2020. Attorney agrees to continue to represent appointed clients where such appointment occurs prior to the end of the term of this Agreement, even should such cases be active beyond the term of this Agreement, provided, in no event shall Attorney be required to continue such representation without additional compensation beyond March 31, 2020.
2. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of December \_\_\_\_, 2019.

[signatures on following page]

STWEART, MACNICHOLS AND HARMELL, INC P.S.  
a Washington Professional Service Corporation

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Ken Harmell  
Managing Partner

City of Clyde Hill

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George Martin  
Mayor

City of Medina

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Michael Sauerwein  
City Manager

Town of Yarrow Point

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Dicker Cahill  
Mayor

Town of Hunts Point

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Joe Sabey  
Mayor