

**YARROW POINT
TOWN COUNCIL MEETING AGENDA
Tuesday, February 11, 2020
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:

January 14, 2020 regular 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 20-04 – PACE Engineering – 2019 SWMP Update Presentation

5. AB 20-05 – Planning Commission on Tree Regulations

6. AB 20-06 – Town Donation Requirements Discussion

7. MAYOR & COUNCIL REPORTS

8. ADJOURNMENT

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
January 14, 2020
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 – Excused absence
Steve Bush
Andy Valaas
Carl Scandella

Staff: Austen Wilcox – Deputy Clerk

Guests: Lieutenant Dawn Hanson – Clyde Hill Police Department
Klaas Nijhuis – ARCH
Avinash Belur – Resident

Swearing in of Councilmembers Scandella and Valaas

Mayor Cahill administered the Oath of Office to Carl Scandella for Council Position No. 2, renewing a 4-year term.

Mayor Cahill administered the Oath of Office to Andy Valaas for Council Position No. 4, renewing a 4-year term.

MOTION: Councilmember Bush moved to rearrange the agenda order so that the Police Report is the first item on the agenda followed by AB 20-01 and then the remainder of the staff reports.

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

APPEARANCES:

None.

3. STAFF REPORTS:

A. Police Report: Lt. Dawn Hanson provided a report of December police activity. Council discussed reporting procedures with Lt. Hanson regarding the included information in the police reports supplied in the monthly Council packets. The Council expressed their desire to review additional detail in the reports. Mayor Cahill will schedule a meeting with Chief of

Clyde Hill Police Department to further discuss. Lt. Hanson shared that CHPD is working out a contract with a new jail service provider that will lower jail costs.

4. AB 20-01: ARCH Presentation on Work Program/Budget and Trust Fund Project Funding Recommendations

Speaker Klaas Nijhuis from A Regional Coalition for Housing gave a presentation on current projects, goals, and accomplishments done by ARCH including the program/budget and trust fund project funding. Council requested that staff research funding to ARCH done in 2019. Discussion followed.

ARCH is asking:

1. That the Council adopt Resolution No. 348: Approving the 2020 Administrative Budget and Work Program for ARCH: and
2. That the Council adopt Resolution No. 349: Authorizing the Duly Appointed Administering Agency for ARCH to Execute All Documents Necessary to Enter into Agreements for the Funding of Affordable Housing Projects, as Recommended by the ARCH Executive Board.

MOTION: Councilmember Valaas moved to adopt Resolution No. 348, a Resolution of the Town of Yarrow Point, Washington approving the 2020 Administrative Budget and Work Program for ARCH. Councilmember Bush seconded the motion.

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

MOTION: Councilmember Bush moved to adopt Resolution No. 349, A Resolution of the Town of Yarrow Point, Washington authorizing the Duly Appointed Administering Agency for ARCH to Execute All Documents Necessary to Enter into Agreements for the Funding of Affordable Housing Projects, as Recommended by the ARCH Executive Board. Councilmember Valaas seconded the motion.

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

Staff Reports Continued

B. Town Engineer Report:

Town Engineer Schroeder gave a report on the following topics:

Morningside Park Children's Play Area

The Morningside Park Children's Play Area is complete. The Town Engineer received the approved Affidavit of Prevailing Wages paid from K-A General Construction on January 3, 2020, and shortly thereafter submitted the Notice of Completion. It may take up to 90 days to obtain the three state signoffs required to release the retainage.

2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project

The 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project is underway. Town Engineer Schroeder reported on a recent meeting with Gray and Osborn and Stantec, City of Bellevue's water main civil consultant. Some reordering of the project took place and

City of Bellevue will be performing their work first to complete their water main project. The Town is also working PSE to shift the joint utility trench on 91st Ave NE to work with what the water main needs to be. Engineer Schroeder provided an overview of the expected timeline for the project

Stormwater Management Plan Update

PACE has completed the 2019 SWMP draft update. Currently Engineer Schroeder is reviewing the draft. PACE will give a presentation to Council of the proposed plan. Council would like to review the materials prior to the meeting.

Mayor Cahill noted that a building permit was issued for a replacement cell tower pole.

5. AB 20-02: 92nd Ave Pathway Repair

The 92nd Ave NE Pathway Repair Project consists of removing the existing NaturalPave pathway material to extend the colored concrete sidewalk section installed in 2016. The original scope of work included NE 39th Street to NE 41st Street. Town staff received proposals for this work in March 2019: AA Asphalt (\$66,771) and Iron Creek Construction (\$57,831.50) and shared the results with the Town Council as a staff report on April 9, 2019.

In November 2019, Town staff asked Iron Creek Construction to bid the project again. Assuming the work would be completed in the winter of 2019/2020, the new Iron Creek Construction bid came in at \$49,485.50. After a brief project discussion, Town staff felt it was best to perform the work in stages: NE 41st to NE 40th St this year and NE 40th to NE 39th St in 2021.

The recent Iron Creek Construction bid to remove and replace the walking path from NE 41st St to NE 40th Street (1,500sf) is \$24,742.75. If approved, this work will be accomplished in February 2020.

MOTION: Councilmember Valaas moved to authorize the Mayor to enter into a contract with Iron Creek Construction for the amount not to exceed \$25,000 to remove and replace the walking path from NE 41st St to NE 40th St. Councilmember Bush seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

1. MINUTES:

December 10, 2019 Regular Meeting

MOTION: Councilmember Valaas moved to approve the regular meeting minutes of December 10, 2019 as amended. Councilmember Bush seconded the motion.

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

2. CONSENT CALENDAR:

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

MOTION: Councilmember Valaas moved to approve the Consent Calendar including the Payment Approval Report dated 1/6/2020 approving payments as shown totaling \$56,246.13 plus payroll, benefits, and tax expenses of \$27,379.56 as shown on the attached payroll and benefits reports for a grand total of \$83,625.69; including second Payment Approval Report dated 1/9/2020 approving payments as shown totaling \$124,537.69. Councilmember Elmore seconded the motion.

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

REGULAR BUSINESS:

6. AB 20-03: Republic Services Contract, for discussion

Mayor Cahill noted that there have been comments from residents concerning level of service and rates for trash pick up from Republic Services.

Council discussed and evaluated trash collection service and determined that the best system available is the one in currently provided.

7. MAYOR AND COUNCIL REPORTS:

Councilmember Elmore

Councilmember Elmore shared about loose paper in pagoda mailbox slots around town that don't get removed. She reminded staff to remove Town notices after the meeting or event took place. She also suggests putting a reminder in the newsletter to clean pagoda mail slots

8. ADJOURNMENT:

MOTION: Councilmember Valaas moved to adjourn the meeting at 9:07 pm.

Councilmember Bush seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

Dicker Cahill, Mayor

Austen Wilcox, Deputy Clerk

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

Consent Calendar
February 11, 2020

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

Exhibits: Consent Calendar Items

Summary:

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

The following documents are included in this section:

- Payment Approval Report
- Town Attorney invoice: December
- Building Official Invoice: January
- Engineer Invoice: January
- Planner Invoice: January

Recommended Action:

Move To: Approve the Consent Calendar as presented including the Payment Approval Report dated 02/05/2020 approving payments as shown totaling **\$72,019.35**, plus payroll, benefits, and tax expenses of **\$27,433.64** as shown on the attached payroll & benefits report for a total of **\$99,452.99**.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Banner Bank						
700	Banner Bank	011920	Printer ink & misc.	01/19/2020	210.70	
700	Banner Bank	011920	Mutt Mitts and lights	01/19/2020	765.94	
700	Banner Bank	011920	Staff meetings	01/19/2020	267.45	
700	Banner Bank	011920	Clerk training	01/19/2020	75.00	
700	Banner Bank	011920	Truck chains	01/19/2020	206.78	
700	Banner Bank	011920	Constant Contact	01/19/2020	49.51	
700	Banner Bank	011920	Printer	01/19/2020	659.99	
700	Banner Bank	011920	Msft - AWS web services	01/19/2020	621.75	
700	Banner Bank	011920	Cell phones	01/19/2020	284.86	3,141.98
Total Banner Bank:					3,141.98	
Bruisers Tree Service						
1381	Bruisers Tree Service	011420	Remove 6 cedars, chip and cleanup	01/14/2020	6,105.00	6,105.00
Total Bruisers Tree Service:					6,105.00	
CASELLE, INC.						
1300	CASELLE, INC.	99921	Reconcile December 2019	01/15/2020	650.00	2,069.00
Total CASELLE, INC.:					650.00	
Comcast						
301	Comcast	0131	Internet and fax	01/14/2020	223.41	444.29
Total Comcast:					223.41	
Comcast Business- VoiceEdge						
1374	Comcast Business- VoiceE	84661557	Town Hall Phones	01/15/2020	244.75	244.75
Total Comcast Business- VoiceEdge:					244.75	
CRYSTAL AND SIERRA SPRINGS						
1046	CRYSTAL AND SIERRA S	01820	Water cooler	01/18/2020	53.45	53.45
Total CRYSTAL AND SIERRA SPRINGS:					53.45	
DIGITAL REPROGRAPHICS						
256	DIGITAL REPROGRAPHIC	500740	January Council packets	01/10/2020	470.42	
256	DIGITAL REPROGRAPHIC	501686	Archive Files	01/31/2020	790.54	1,260.96
Total DIGITAL REPROGRAPHICS:					1,260.96	
Gaylynn Brien						
1151	Gaylynn Brien	198	Sales Tax reports	01/31/2020	50.00	50.00
Total Gaylynn Brien:					50.00	
Gray & Osborne, Inc.						
9043	Gray & Osborne, Inc.	12	Consulting Services for 42nd/91st SW U	01/07/2020	482.03	482.03
Total Gray & Osborne, Inc.:					482.03	
Iron Creek Construction LLC						
1295	Iron Creek Construction LL	274	Repair 92nd Ave Pathway	02/04/2020	24,742.75	24,742.75

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Total Iron Creek Construction LLC:					24,742.75	
ISLAND SECURITY SYSTEMS						
21	ISLAND SECURITY SYST	70833	Security Monitoring	01/13/2020	154.00	154.00
Total ISLAND SECURITY SYSTEMS:					154.00	
ISOutsorce						
1301	ISOutsorce	CW235939	Email connection issues and reset server	01/31/2020	624.32	
1301	ISOutsorce	CW235939	Monthly billing	01/31/2020	55.00	734.32
Total ISOutsorce:					679.32	
King County Office of Finance-						
45	King County Office of Finan	2122201	2019 Voter Registration	01/23/2020	2,239.86	2,239.86
Total King County Office of Finance-:					2,239.86	
KIRKLAND MUNICIPAL COURT						
111	KIRKLAND MUNICIPAL C	DEC19YPT	Court Costs	01/15/2020	32.49	32.49
Total KIRKLAND MUNICIPAL COURT:					32.49	
MONA H. GREEN						
219	MONA H. GREEN	20522	Building Permits	01/31/2020	1,080.00	
219	MONA H. GREEN	20522	Pre-app Meetings	01/31/2020	236.25	
219	MONA H. GREEN	20522	SEPA	01/31/2020	843.75	
219	MONA H. GREEN	20522	Variances	01/31/2020	1,687.50	
219	MONA H. GREEN	20522	Shoreline Sub. Development	01/31/2020	810.00	
219	MONA H. GREEN	20522	Mechanical permits	01/31/2020	168.75	
219	MONA H. GREEN	20522	Miscellaneous	01/31/2020	1,248.75	
219	MONA H. GREEN	20522	Shoreline Exemption	01/31/2020	236.25	6,311.25
Total MONA H. GREEN:					6,311.25	
MUNICIPAL PERMIT SERVICE, LLC						
350	MUNICIPAL PERMIT SER	0120	Code enforcement	01/31/2020	188.36	
350	MUNICIPAL PERMIT SER	0120	Building permit inspections	01/31/2020	2,120.49	
350	MUNICIPAL PERMIT SER	0120	Mechanical - Plumbing inspections	01/31/2020	767.26	
350	MUNICIPAL PERMIT SER	0120	Plan reviews	01/31/2020	1,284.70	4,360.81
Total MUNICIPAL PERMIT SERVICE, LLC:					4,360.81	
NORTHWEST CIVIL SOLUTIONS						
450	NORTHWEST CIVIL SOLU	013120	Morningside Park Childrens Play Area	01/31/2020	31.25	
450	NORTHWEST CIVIL SOLU	013120	42nd-91st Upsizing and UGC Project	01/31/2020	1,468.75	
450	NORTHWEST CIVIL SOLU	013120	Update Comp SW Mgmt Plan	01/31/2020	500.00	
450	NORTHWEST CIVIL SOLU	013120	Pre-app meeting	01/31/2020	125.00	
450	NORTHWEST CIVIL SOLU	013120	Plan Review-Site Development	01/31/2020	781.25	
450	NORTHWEST CIVIL SOLU	013120	Right of Way Permit	01/31/2020	93.75	
450	NORTHWEST CIVIL SOLU	013120	General Administration	01/31/2020	1,281.25	4,281.25
Total NORTHWEST CIVIL SOLUTIONS:					4,281.25	
Ogden Murphy Wallace						
1390	Ogden Murphy Wallace	0120	Clerk	01/09/2020	77.50	
1390	Ogden Murphy Wallace	0120	Contracts	01/09/2020	705.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
1390	Ogden Murphy Wallace	0120	Council	01/09/2020	2,407.50	
1390	Ogden Murphy Wallace	0120	Land Use	01/09/2020	130.00	
1390	Ogden Murphy Wallace	0120	Mayor/ Executive	01/09/2020	1,186.40	4,506.40
Total Ogden Murphy Wallace:					4,506.40	
PUGET SOUND CLEAN AIR AGY						
109	PUGET SOUND CLEAN AI	095	2020 Clean Air Assessment	01/10/2020	3,129.00	3,129.00
Total PUGET SOUND CLEAN AIR AGY:					3,129.00	
PUGET SOUND ENERGY						
604	PUGET SOUND ENERGY	0120	Town Hall	01/24/2020	319.29	
604	PUGET SOUND ENERGY	0120	Street lights	01/24/2020	768.65	1,087.94
Total PUGET SOUND ENERGY:					1,087.94	
SEA-TAC SWEEPING SERVICE						
46	SEA-TAC SWEEPING SE	51816	Street cleaning	01/13/2020	317.50	
46	SEA-TAC SWEEPING SE	51816	Street cleaning	01/13/2020	317.50	635.00
Total SEA-TAC SWEEPING SERVICE:					635.00	
Sign Pros						
313	Sign Pros	149089	Exit and Entrance signs for Town Hall	01/30/2020	1,804.55	1,804.55
Total Sign Pros:					1,804.55	
Sound Cities Association						
1380	Sound Cities Association	3395	2020 Dues for member cities	01/13/2020	693.00	693.00
Total Sound Cities Association:					693.00	
Sound Law Center						
1280	Sound Law Center	2365	Clapp Variance Hrg - to be reimbursed	01/06/2020	1,217.50	1,217.50
Total Sound Law Center:					1,217.50	
STATE AUDITOR'S OFFICE						
34	STATE AUDITOR'S OFFIC	L134384	17-18 Audit Expenses	01/14/2020	2,877.18	2,877.18
Total STATE AUDITOR'S OFFICE:					2,877.18	
State Department of Transportation						
280	State Department of Trans	0120	Gas for town truck	01/31/2020	113.35	113.35
Total State Department of Transportation:					113.35	
THE SEATTLE TIMES						
192	THE SEATTLE TIMES	928043	Public Notice - SEPA	01/15/2020	82.62	
192	THE SEATTLE TIMES	930453	Notice for Shoreline Mgmt Sub Dev Exe	01/29/2020	73.44	
192	THE SEATTLE TIMES	930453	Hearing Notice	01/29/2020	238.20	
192	THE SEATTLE TIMES	930453	Hearing notice for Shoreline Sub Dev Pe	01/29/2020	285.84	
192	THE SEATTLE TIMES	930453	Variance Hearing Notice	01/29/2020	262.02	942.12
Total THE SEATTLE TIMES:					942.12	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Grand Totals:					<u>72,019.35</u>	

Certification of the Consent Calendar as presented including the Payment Approval Report dated 02/05/2020 approving payments as shown totaling \$72,019.35, plus payroll, tax, and benefit expenses of \$27,433.64, as shown on the attached payroll & tax and benefits report for a grand total of \$99,452.99.

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: February 11, 2020

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	
01/31/2020	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	41.34-	
01/31/2020	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	310.58-	
01/31/2020	CDPT		0	EMPLOYMENT SECURITY DEPT	8	WA FMLA WA Paid Family Medic	001-2200000	82.69-	
01/31/2020	PC	01/31/2020	1201	Lovas, Istvan	9002		999-1010110	4,396.98-	
01/31/2020	PC	01/31/2020	1202	Wilcox, Austen	9037		999-1010110	3,337.84-	
01/31/2020	PC	01/31/2020	1203	Ritter, Bonnie	9041		999-1010110	5,187.73-	
01/31/2020	PC	01/31/2020	1204	Cahill, Richard	9030				
01/31/2020	CDPT	01/21/2020	12020	Association of Washington Cities	9	Health and Dental Insurance		2.01-	
01/31/2020	CDPT	01/21/2020	12020	Association of Washington Cities	9	Health and Dental Insurance	001-2200000	6.03-	
01/31/2020	CDPT	01/17/2020	12420	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	811.18-	
01/31/2020	CDPT	01/17/2020	12420	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,275.20-	
01/31/2020	CDPT	01/17/2020	12420	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	158.34-	
01/31/2020	CDPT	01/17/2020	12421	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,415.78-	
01/31/2020	CDPT	01/17/2020	12421	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,304.70-	
01/31/2020	CDPT	01/17/2020	12422	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,281.62-	
01/31/2020	CDPT	01/17/2020	12422	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-	
01/31/2020	CDPT	01/17/2020	12422	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-	
01/31/2020	CDPT	01/17/2020	12422	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,940.52-	
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	813.19-	
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,275.20-	
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-	
Grand Totals:								19	24,180.88-

813.19
 2,275.20
 164.37

3,252.76-
27,433.64-

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
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	813.19
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,275.20
01/31/2020	CDPT	01/31/2020	8232017	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37
Grand Totals:			<u>3</u>					<u>3,252.76</u>



OGDEN MURPHY WALLACE, PLLC
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SEATTLE, WA 98164-2008

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SCOTT M. MISSALL
206.515.2241
smissall@omwlaw.com

January 12, 2020

VIA EMAIL ONLY TO
clerk-treasurer@yarrowpointwa.gov

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

Re: *Legal Services; Monthly Invoice*

Dear Bonnie:

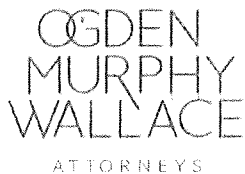
This letter transmits our invoices for work performed in the month of December. The total amount for new work performed is \$4,506.40. Unpaid invoices from last month total \$6,104.40, for a total amount due of \$10,610.80. You will find a remittance form on the last page of each invoice, but you may send a single check for the total amount. Pd

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



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

T 206.447.7000
F 206.447.0215

OMWLAW.COM

January 9, 2020

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

Invoice No. 834025
Client No. 05716
Matter No. 000001
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through December 31, 2019:

RE: Clerk/Treasurer

Professional Services	\$ 77.50
Total Reimbursable Costs	<u>\$.00</u>
TOTAL THIS INVOICE	\$ 77.50 <i>due</i>
Previous Balance	<u>\$ 427.50</u> <i>pd 1/14</i>
TOTAL BALANCE DUE	<u>\$ 505.00</u>

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

Client No. 05716
Matter No. 000001

January 9, 2020
Invoice No. 834025

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
12/05/19	EFM	Confer with S. Missall regarding ongoing projects	.10	22.50
12/06/19	EFM	Emails with A. Wilcox and B. Ritter regarding Council meeting agenda	.10	22.50
12/13/19	SXM	Review emails regarding Planning Commission meeting	.10	32.50
TOTAL PROFESSIONAL SERVICES				\$ 77.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	.10	32.50
Miner, Emily	EFM	225.00	.20	45.00
TOTALS			.30	\$ 77.50

TOTAL THIS INVOICE **\$ 77.50**



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

T 206.447.7000
F 206.447.0215

OMWLAW.COM

January 9, 2020

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

Invoice No. 834026
Client No. 05716
Matter No. 000002
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through December 31, 2019:

RE: Contracts

Professional Services	\$ 705.00
Total Reimbursable Costs	<u>\$.00</u>
TOTAL THIS INVOICE	\$ 705.00

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

Client No. 05716
Matter No. 000002

January 9, 2020
Invoice No. 834026

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
12/03/19	SXM	Review and respond to emails from S. Schroeder regarding playground equipment shipping costs and K-A certification notice needed	.40	130.00
12/05/19	EFM	Emails with A. Wilcox regarding indigent defense contracts	.10	22.50
12/09/19	SXM	Review and respond to emails from S. Schroeder; Review corporate info for KA Construction; Draft demand email to KA Construction for filing of L&I form and obtaining contract close out	.60	195.00
12/10/19	SXM	Review email and attachments from KA Contractors confirming filing of L&I affidavit; Respond to same; Forward to S. Schroeder and Mayor	.20	65.00
12/13/19	SXM	Review, evaluate and respond to emails and attachment from S. Schroeder regarding contract for repairs to 92nd Ave. walking path; Emails to/from Town and E. Miner clarifying indigent defense contract extension authority and status	.50	162.50
12/16/19	SXM	Review prior indigent defense contract emails; Receive signed extension from B. Ritter; Locate prior emails and forward to Clyde Hill administrator and indigent defense firm	.40	130.00
TOTAL PROFESSIONAL SERVICES				\$ 705.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	2.10	682.50
Miner, Emily	EFM	225.00	.10	22.50
TOTALS			2.20	\$ 705.00

TOTAL THIS INVOICE \$ 705.00



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

T 206.447.7000
F 206.447.0215

OMWLAW.COM

January 9, 2020

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

Invoice No. 834027
Client No. 05716
Matter No. 000003
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through December 31, 2019:

RE: Council

Professional Services	\$ 2,407.50
Total Reimbursable Costs	<u>\$.00</u>
TOTAL THIS INVOICE	<u>\$ 2,407.50</u>
Previous Balance	<u>\$ 3,364.40</u>
TOTAL BALANCE DUE	<u>\$ 5,771.90</u>

Pd 1-14

Client No. 05716
 Matter No. 000003

January 9, 2020
 Invoice No. 834027

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
12/02/19	SXM	Email to Mayor regarding tonight's Council meeting; Review hearing information to prepare for BLA hearing; Confer with E. Miner regarding same; Attend Council meeting and BLA hearing; Meet with Mayor before hearing to discuss YPMC changes and hearing procedures	3.10	1,007.50
12/02/19	EFM	Create Council binder for Boundary Line Adjustment Application	.30	67.50
12/10/19	SXM	Prepare for and attend Council meeting	3.80	1,235.00
12/11/19	SXM	Organize files from Council meeting; Confer with E. Miner regarding same and assignments	.30	97.50
TOTAL PROFESSIONAL SERVICES				\$ 2,407.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	7.20	2,340.00
Miner, Emily	EFM	225.00	.30	67.50
TOTALS			7.50	\$ 2,407.50

TOTAL THIS INVOICE \$ 2,407.50



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

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OMWLAW.COM

January 9, 2020

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

Invoice No. 834028
Client No. 05716
Matter No. 000004
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through December 31, 2019:

RE: Land Use

Professional Services
Total Reimbursable Costs

\$ 130.00

\$.00

TOTAL THIS INVOICE

\$ 130.00

Previous Balance

\$ 2,312.50

Pd 1-14-20

TOTAL BALANCE DUE

\$ 2,442.50

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

Client No. 05716
Matter No. 000004

January 9, 2020
Invoice No. 834028

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
12/03/19	SXM	Call with Mayor regarding license plate camera test and feasibility assessment	.20	65.00
12/13/19	SXM	Review email and revisions to 3893 34th NOV	.20	65.00
TOTAL PROFESSIONAL SERVICES				\$ 130.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	.40	130.00
TOTALS			.40	\$ 130.00

TOTAL THIS INVOICE **\$ 130.00**



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

T 206 447.7000
F 206.447.0215

OMWLAW.COM

January 9, 2020

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

Invoice No. 834029
Client No. 05716
Matter No. 000005
Billing Attorney: SXM

INVOICE SUMMARY

For professional services rendered through December 31, 2019:

RE: Mayor / Executive

Professional Services	\$ 1,186.40
Total Reimbursable Costs	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 1,186.40

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

Client No. 05716
 Matter No. 000005

January 9, 2020
 Invoice No. 834029

PROFESSIONAL SERVICES

Date	Atty	Description of Service	Hours	Amount
12/05/19	SXM	Confer with E. Miner regarding intersection cameras	.10	32.50
12/09/19	EFM	Call with Medina Police Chief to discuss traffic cameras; Continue research traffic camera authority	1.20	270.00
12/10/19	KDH	Email to police legal advisors listserv regarding PRA applicability to camera footage	.30	71.40
12/10/19	SXM	Confer with E. Miner regarding intersection camera research; Review and analyze same in preparation for Council meeting	.50	162.50
12/10/19	EFM	Finalize research related to traffic cams; Draft memorandum summarizing research	2.20	495.00
12/11/19	EFM	Prepare for and confer with S. Missall regarding outstanding projects	.40	90.00
12/24/19	SXM	Email to PD firm regarding status of indigent defense contract extension	.20	65.00
TOTAL PROFESSIONAL SERVICES				\$ 1,186.40

SUMMARY OF PROFESSIONAL SERVICES

Name	Atty	Rate	Hours	Total
Missall, Scott	SXM	325.00	.80	260.00
Hambley, Kate	KDH	238.00	.30	71.40
Miner, Emily	EFM	225.00	3.80	855.00
TOTALS			4.90	\$ 1,186.40

TOTAL THIS INVOICE **\$ 1,186.40**

Yarrow Point Invoice

January 2020

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

EIN: 77-0688460

UBI: 602719863

Activity Type: Building Official 001 559 30 41

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Time (Round Trip)	Rate	Mileage	Mileage Charge at .575/Mile	Total Charge
1/1/2020	Code Enforcement	Smith; 4668 95th Ave. NE	Multiple days meeting and exchanging messages regarding hedge height	N/A	N/A	1	0	\$ 125.00	0	\$ -	\$ 125.00
1/23/2020	Code Enforcement	9011 NE 38th Pl.	Site visit to view compliant about new chimneys	N/A	N/A	0.5	0	\$ 125.00	1.5	\$ 0.86	\$ 63.36
						0	0	\$ 125.00		\$ -	\$ -

Activity Total for Building Official (001 559 30 41)

1.5 0 1.5 \$ 0.86 \$ 188.36

Activity Type: **Inspections** **001 524 20 41**

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Travel Time (Round Trip)	Rate	Mileage	Mileage Charge at .575/Mile	Total Charge
1/6/2020	Inspection	Vigneault; 3827 94th Ave. NE	Partial framing	Building	19-7921	1.25	0	\$ 125.00	6	\$ 3.45	\$ 159.70
1/7/2020	Inspection	Carson; 9035 NE 34th	Roof sheathing	Building	19-8016	0.5	0	\$ 125.00	6	\$ 3.45	\$ 65.95
1/7/2020	Inspection	Carson; 9035 NE 34th	Rough gas piping and pressure test	Plumbing	19-8066	0.5	0	\$ 125.00	0	\$ -	\$ 62.50
1/10/2020	Inspection	Rathinam; 4032 92nd Ave. NE	Framing. Approved with one correction for engineering at beam	Building	17-6591	3	0	\$ 125.00	1.5	\$ 0.86	\$ 375.86
1/10/2020	Inspection	Carson; 9035 NE 34th	Framing	Building	19-8016	1	0	\$ 125.00	1.5	\$ 0.86	\$ 125.86
1/10/2020	Inspection	Chow; 4437 94th Ave. NE	Deck framing	Building	19-8045	0.5	0	\$ 125.00	1.5	\$ 0.86	\$ 63.36
1/10/2020	Inspection	Dreizin; 4436 95th Ave. NE	Structural slab. Review engineering changes. Failed	Building	17-6614	1.25	0	\$ 125.00	1.5	\$ 0.86	\$ 157.11
1/13/2020	Inspection	Smith; 4670 95th Ave. NE	Shower pans. One pan leaking. Failed	Plumbing	19-8051	0.5	0	\$ 125.00	2	\$ 1.15	\$ 63.65
1/13/2020	Inspection	Dreizin; 4436 95th Ave. NE	Structural slab re-inspection	Building	17-6614	0.5	0	\$ 125.00	2	\$ 1.15	\$ 63.65

1/13/2020	Inspection	Shank;9089 NE 39th Pl	Final plumbing. Close out	Plumbing	19-8050	0.5	0	\$	125.00	2	\$	1.15	\$	63.65
1/14/2020	Inspection	Oshima; 9117 NE 36th St.	Final mechanical. Close out	Mechanical	19-8086	0.5	0	\$	125.00	6	\$	3.45	\$	65.95
1/16/2020	Inspection	Vigneault; 3827 94th Ave. NE	Partial framing at furnaces	Building	19-7921	0.5	0	\$	125.00	3	\$	1.73	\$	64.23
1/16/2020	Inspection	Liu; 4238 92nd Ave. NE	Rough gas piping and pressure test	Plumbing	20-8097	0.5	0	\$	125.00	3	\$	1.73	\$	64.23
1/17/2020	Inspection	Vigneault; 3827 94th Ave. NE	Interior shear walls and partial insulation	Building	19-7921	1.75	0	\$	125.00	3	\$	1.73	\$	220.48
1/17/2020	Inspection	Carson; 9035 NE 34th	Interior shear walls and partial insulation	Building	19-8016	1	0	\$	125.00	3	\$	1.73	\$	126.73
1/22/2020	Inspection	Carson; 9035 NE 34th	GWB. Garage/house fire separation	Building	19-8016	0.5	0	\$	125.00	6	\$	3.45	\$	65.95
1/23/2020	Inspection	Wohlman; 9017 NE 40th Pl.	Partial foundation with special inspection review	Building	19-7973	0.75	0	\$	125.00	1.5	\$	0.86	\$	94.61
1/23/2020	Inspection	Lagerholm; 9039 NE 33rd ST.	Final building. Close out.	Building	19-8040	0.25	0	\$	125.00	1.5	\$	0.86	\$	32.11
1/23/2020	Inspection	Lagerholm; 9039 NE 33rd ST.	Final plumbing. Close out	Plumbing	19-8064	0.25	0	\$	125.00	0	\$	-	\$	31.25
1/23/2020	Inspection	Liu; 4238 92nd Ave. NE	Final building. Close out. Site and File Inspection Cards not available	Building	19-8040	0.5	0	\$	125.00	1.5	\$	0.86	\$	63.36

1/27/2020	Inspection	Wohlman; 9017 NE 40th Pl.	Under floor framing	Building	19-7973	0.75	0	\$	125.00	3	\$	1.73	\$	95.48
1/27/2020	Inspection	Canlis; 4605 91st. Ave. NE	Partial mechanical. Two-hydronic systems on test	Mechanical	20-8099	0.5	0	\$	125.00	3	\$	1.73	\$	64.23
1/28/2020	Inspection	BDR VLL, LLC; 4039 95th Ave. NE	Framing. Failed	Building	18-6679	1.5	0	\$	125.00	2	\$	1.15	\$	188.65
1/28/2020	Inspection	Buchan; 4224 91st. Ave. NE	Rough plumbing	Plumbing	20-8103	0.5	0	\$	125.00	2	\$	1.15	\$	63.65
1/28/2020	Inspection	Vigneault; 3827 94th Ave. NE	Rough plumbing	Plumbing	19-7998	0.75	0	\$	125.00	2	\$	1.15	\$	94.90
1/30/2020	Inspection	Buchan; 4224 91st. Ave. NE	Rough mechanical	Mechanical	20-8100	0.5	0	\$	125.00	2	\$	1.15	\$	63.65
1/30/2020	Inspection	Wu; 9033 NE 32nd St.	Final plumbing. Close out.	Plumbing	19-8073	0.25	0	\$	125.00	2	\$	1.15	\$	32.40
1/30/2020	Inspection	Zhang and Tang; 9033 NE 32nd St.	Final building. Close out.	Building	19-8001	0.5	0	\$	125.00	0	\$	-	\$	62.50
1/30/2020	Inspection	Dreizin; 4436 95th Ave. NE	Shower pans	Plumbing	17-6614	0.75	0	\$	125.00	2	\$	1.15	\$	94.90
1/30/2020	Inspection	Vadapallil 9211 NE 40th St.	Final mechanical. Water heater. Close out	Mechanical	18-7819	0.5	0	\$	125.00	6	\$	3.45	\$	65.95
1/30/2020	Inspection	Vadapallil 9211 NE 40th St.	Final building. File copy of inspection card not available	Building	18-7818	0.25	0	\$	125.00	0	\$	-	\$	31.25
Activity Total for Inspections (001 524 20 41)										76.5	\$	43.99	\$	2,887.74

Activity Type: **Plan Review 001 558 50 41**

Date	Job Function	Name	Description of Work	Permit Type	Permit #	Hours	Travel Time (Round Trip)	Rate	Mileage	Mileage Charge at .575/Mile	Total Charge
1/7/2020	Plan Review	Zhu; 4416 95th Ave. NE	Deck, site work, retaining walls. First review with comment letter	Building	19-8076	3.5	0	\$ 125.00	0	\$ -	\$ 437.50
1/9/2020	Plan Review	Peters; 4652 95th Ave. NE	Intake meeting	Building	19-8082	0.5	0	\$ 125.00	6	\$ 3.45	\$ 65.95
1/20/2020	Plan Review	Smith; 9011 NE 38th PI	Boat lift and platform	Building	20-8096	0.75	0	\$ 125.00	0	\$ -	\$ 93.75
1/20/2020	Plan Review	Zhu; 4416 95th Ave. NE	Second review. Work with engineer on corrections from 1/7/20	Building	19-8076	2	0	\$ 125.00	0	\$ -	\$ 250.00
1/20/2020	Plan Review	Dreizin; 4436 95th Ave. NE	Roof top solar array	Building	20-8098	1.5	0	\$ 125.00	0	\$ -	\$ 187.50
1/24/2020	Plan Review	Rathinam; 4032 92nd Ave. NE	Continuing to work with owner on window non-compliance issue. Work with owners consultant, WSU Enerfy Program staff, research, and draft letters. Over period of 5-days	Building	17-6591	2	0	\$ 125.00	0	\$ -	\$ 250.00
	Plan Review					0	0	\$ 125.00	0	\$ -	\$ -

Yarrow Point Invoice Detail
January 2020

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
1/3/20	Project Management	Town of Yarrow Point	Update status report	0.25	\$ 125.00	\$ 31.25
Activity Subtotal for Town Engineer - Morningside Park				0.25	\$ 125.00	\$ 31.25
FUND: Capital Improvement		ACTIVITY TYPE: Inventory & Map Private Detention Systems		ACTIVITY CODE: XXXXX		
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
-	Administration	Town of Yarrow Point	-	0.00	\$ 125.00	\$ -
Activity Subtotal for Town Engineer - Stormwater Utility Meetings and Rate Study				0.00	\$ 125.00	\$ -
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
1/3/20	Administration	Town of Yarrow Point	NE 42nd Street Status report	0.50	\$ 125.00	\$ 62.50
1/14/20	Administration	Town of Yarrow Point	NE 42nd Street; meeting w/ G & O and Stantec Re: COB-90% water design and conflicts with JUT; followup w/ PSE via email; separate meeting w/ Mayor Cahill to discuss project status; attend council meeting to discuss status report; review 90% TYP design w/ G&O	8.25	\$ 125.00	\$ 1,031.25
1/23/20	Administration	Town of Yarrow Point	NE 42nd St - mtg w/ PSE to discuss design change	3.00	\$ 125.00	\$ 375.00
Activity Subtotal for Town Engineer - NE 42nd Street				11.75	\$ 1,468.75	\$ 1,468.75
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
1/6/20	Administration	Town of Yarrow Point	Prepare status report;	0.50	\$ 125.00	\$ 62.50
1/16/20	Administration	Town of Yarrow Point	Coord w/ PACE to arrange meeting prior to next council meeting to discuss presentation	0.25	\$ 125.00	\$ 31.25
1/24/20	Administration	Town of Yarrow Point	prepare for and attend Mtg at Town Hall w/ PACE - John Forba Re: upcoming council presentation	3.25	\$ 125.00	\$ 406.25
Activity Subtotal for Town Engineer - SWMP				4.00	\$ 500.00	\$ 500.00

Yarrow Point Invoice Detail

January 2020

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

Activity Total for Capital Improvement Projects 16.00 \$ 125.00 \$ 2,000.00

Yarrow Point Invoice Detail

January 2020

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

Activity Type: Pre-Applications						
Date	Job Function	Name	Description of Work	Hours	Rate	Total Charge
1/9/20	Pre-application	Peters; 4652 95th Ave NE	Intake meeting	1.00	\$ 125.00	\$ 125.00
Activity Subtotal for Pre-Applications				1.00	\$ 125.00	\$ 125.00

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

Activity Type: Plan Review/ Inspection - Site Development Permit						
Date	Job Function	Name	Description of Work	Hours	Charge	Total Charge
1/3/20	Plan Review	Mishra; 4416 95th Ave NE	Review #1 for site development permit (New SFR); coord w/ staff	3.00	\$ 125.00	\$ 375.00
1/7/20	Inspection	Canlis; 4605 91st Ave NE	On-site to meet with resident - Chris Canlis Re: driveway relocation and required site plan revisions; follow up email w/ site plan	1.00	\$ 125.00	\$ 125.00
1/8/20	Plan Review	Ness; 9244 Points Drive	Encroachment Agreement modify site plan and coord w/ Austen for recording	2.25	\$ 125.00	\$ 281.25
Activity Subtotal for Plan Review - Site Development Permit				6.25	\$ 125.00	\$ 781.25

Yarrow Point Invoice Detail

January 2020

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
1/6/20	Plan Review	PSE Infrasure; 4416 94th Ave NE	On-site to review PSE - Infrasure trench on 94th Ave NE; emergency/repair	0.75	\$ 125.00	\$ 93.75
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				8.00	\$ 125.00	\$ 1,000.00

**Yarrow Point Invoice Detail
January 2020**

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
1/3/20	Administration	Town of Yarrow Point	Review Austen's BLA checklist against code and provide comments	0.50	\$ 125.00	\$ 62.50
1/3/20	Administration	Town of Yarrow Point	3802 94th Ave NE; read through tree assessment and coord w/ staff	0.50	\$ 125.00	\$ 62.50
1/6/20	Administration	Town of Yarrow Point	3802 94th Ave NE; discuss tree report w/ Mayor Cahill	0.25	\$ 125.00	\$ 31.25
1/6/20	Administration	Town of Yarrow Point	Call to COB - Mike Re: savings account closure and coord w/ Bonnie (related to 2016 92nd Pathway closeout)	0.75	\$ 125.00	\$ 93.75
1/8/20	Administration	Town of Yarrow Point	Mtg w/ Mayor Cahill on NE 38th Re: proposal for tree removal; coord w/ Bruisers	0.75	\$ 125.00	\$ 93.75
1/10/20	Administration	Town of Yarrow Point	Prepare Agenda bill for 20-02: 92nd Ave NE Pathway Repair and coord w/ Bonnie	0.75	\$ 125.00	\$ 93.75
1/13/20	Administration	Town of Yarrow Point	Meeting w/ Bruisers- Jessica and mtg w/ Mayor Cahill Re: 3802 94th tree removal	0.50	\$ 125.00	\$ 62.50
1/14/20	Administration	Town of Yarrow Point	Attend council meeting to present 92nd Ave NE pathway repair agenda bill	0.75	\$ 125.00	\$ 93.75
1/15/20	Administration	Town of Yarrow Point	92nd Ave NE pathway repair contract signed and returned to Iron Creek Construction	0.75	\$ 125.00	\$ 93.75
1/22/20	Administration	Town of Yarrow Point	Onsite meeting w/ ICC - Nate Re: 92nd pathway repair scope of work and schedule	0.75	\$ 125.00	\$ 93.75
1/24/20	Administration	Town of Yarrow Point	Impromptu mtg at Town Hall w/ resident 9060 NE 41st Re: private property basement flooding and stormwater records research	1.00	\$ 125.00	\$ 125.00
1/28/20	Administration	Town of Yarrow Point	Second mtg at Town Hall w/ resident 9060 NE 41st Re: private property basement flooding and stormwater records research	0.75	\$ 125.00	\$ 93.75
1/28/20	Administration	Town of Yarrow Point	Impromptu mtg at Town Hall w/ David Bergey Re: sanitary sewer records research in Wetherill Nature Preserve	0.50	\$ 125.00	\$ 62.50
1/29/20	Administration	Town of Yarrow Point	Show Austen how to bid town entry landscape project - Park Board	0.50	\$ 125.00	\$ 62.50
1/29/20	Administration	Town of Yarrow Point	Site visit to Sally's Alley to stop tree removal	0.50	\$ 125.00	\$ 62.50
1/30/20	Administration	Town of Yarrow Point	Check in w/ ICC - Paul Re: pathway repair status and coord w/ town staff Re: pouring schedule	0.75	\$ 125.00	\$ 93.75
Activity Subtotal for General Administration				10.25	\$ 125.00	\$ 1,281.25

Yarrow Point Invoice Detail

January 2020

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	16.00	\$125.00	\$2,000.00
Activity Total for Applicant - Pre-apps/Plan Reviews/ Permits/ Inspections	8.00	125.00	\$1,000.00
Activity Total for Reimbursed Categories	24.00	125.00	\$3,000.00

TOWN GENERAL ADMINISTRATION ACTIVITIES

Activity Total for General Administration	10.25	\$125.00	\$1,281.25
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TOWN TOTAL FOR ALL ACTIVITIES

	34.25	\$	125.00	\$4,281.25
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Mona H. Green, Town Planner

PROFESSIONAL PLANNING SERVICE

January 2020

INVOICE #20522

Date		Type	Permit #	Hours	Charge
01/09/20	4652 - 95 Ave NE, Peters: intake mtg	Bldg	20-8092	1.00	135.00
01/15/20	9011 NE 38 Pl, Smith: review; correspondence w/ agent	Bldg	20-8096	0.50	67.50
01/17/20	4436 - 95 Ave NE, Dreizen: rev	Bldg	20-8098	0.75	101.25
01/26/20	4652 - 95 Ave NE, Peters: review	Bldg	20-8092	2.00	270.00
01/27/20	4412 - 95 Ave NE, Mishra: new info, corrections	Bldg	19-8054	2.00	270.00
01/30/20	4429 - 91 Ave NE, Kirkdoffer: review	Bldg	20-8102	1.25	168.75
01/30/20	4419 - 95 Ave NE, Rademaker :t/confs, e-mails re ongoing project (x3)	Bldg	19-8003	0.50	67.50
	SUBTOTAL - BLDG			8.00	1080.00
01/06/20	4652 - 95 Ave NE, Peters: follow up w/ land arch re SMP requiremts	PreApp	19-8082	0.50	67.50
01/09/20	9010 NE 41 St, Singh: prep, attend mtg	PreApp	19-8088	1.25	168.75
	SUBTOTAL - PREAPP			1.75	236.25
				0.00	0.00
	SUBTOTAL - SITE			0.00	0.00
01/10/20	9010 NE 41 St, Singh: rev file; issue determination; site; prep notices	SEPA	20-8090	3.00	405.00
01/25/20	4652 - 95 Ave NE, Peters: rev docs; issue NOA/DNS; prep notices	SEPA	20-8095	3.00	405.00
01/30/20	4652 - 95 Ave NE, Peters: correspondence Dept Ecology	SEPA	20-8095	0.25	33.75
	SUBTOTAL - SEPA			6.25	843.75
01/03/20	3802 - 94 Ave NE: rev file; arborist report; t/conf (1/6)	VAR	19-8087	1.00	135.00
01/14/20	3802 - 94 Ave NE: prep notice; begin report	VAR	19-8087	2.00	270.00
01/18/20	38xx 95 Ave NE, Smith: analysis new info; work on staff report	VAR	19-8042	4.00	540.00
01/20/20	38xx 95 Ave NE, Smith: finalize notice	VAR	19-8042	0.50	67.50
01/27/20	38xx 95 Ave NE, Smith: work on report; t/conf neighbor Belur	VAR	19-8042	1.00	135.00
01/30/20	3802 - 94 Ave NE: staff report; t/conf resident	VAR	19-8087	3.00	405.00
01/31/20	38xx 95 Ave NE, Smith: finalize document	VAR	19-8042	1.00	135.00
	SUBTOTAL - VARIANCE			12.50	1687.50
01/14/20	9001 NE 41 St., Price: prep hearing notice; analysis; begin staff report	SDP	19-8074	3.00	405.00
01/28/20	9001 NE 41 St., Price: staff report	SDP	19-8074	3.00	405.00
	SUBTOTAL - SHORELINE SUBSTANTIAL DEVELOPMENT			6.00	810.00
01/14/20	4429 - 91 Ave NE, Kirkdoffer: status & correspondence	SX	19-7995	0.25	33.75
01/15/20	9011 NE 38, Smith: rev; issue SX	SX	19-8038	1.00	135.00
01/27/20	9010 NE 41 St, Singh: new info; t/conf	SX	19-7971	0.50	67.50
	SUBTOTAL - SHORELINE EXEMPTION			1.75	236.25
01/21/20	8827 NE 36 St, Remala: review, research, comment	Mech	19-8089	0.75	101.25

STAFF REPORTS

1. Engineer Reports
 - A. Morningside Park Children's Play Area
 - B. 2019 NE 42nd Street/91st Ave NE Stormwater Upsizing and UGC Project
 - C. Stormwater Management Plan Update
2. Police Reports - not available at time of packet printing
3. Fire/EMS Reports
4. Clerk-Treasurer Report on 2019 Year End Financials
5. Commission minutes



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
2/06/20	Morningside Park Children's Play Area	Stacia Schroeder

STATUS SUMMARY

The Morningside Park Children's Play Area is complete. I received the approved Affidavit of Prevailing Wages Paid from K-A General Construction on January 3, 2020, and shortly thereafter submitted the Notice of Completion. So far I have received 2 of the 3 government signoffs needed to release retainage. It may take and additional 60 days to obtain the remaining release paperwork.

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
March – April 2017 Landscape Architect Services – Schematic Design		\$10,616.10		
July 2017 – July 2018 Landscape Architect Services – Bid Documents		\$36,003.21		
April 2018 SEPA Report		\$2,380.00		

May 2018 AESI Site Soils Report		\$3,163.27		
Jan 2017 – Dec 2018 Town Engineer Plan Review/ Project Mngmt		\$15,781.25		
Jan 2017 – Dec 2018 Town Building Official Plan Review		\$3,331.25		
Jan 2017 – Dec 2018 Town Planner SEPA Review/ Process		\$540.00		Total 2017-2018 Cost: \$71,815.08
January – Sept 2019 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
Jan 2019 – Jan 2020 Town Engineer Inspection/ Project Mngmt	\$10,000.00	\$24,677.50	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
Jan 2019 – Sept 2019 Town Building Official	\$0	\$1,255.29	Yes	
Jan 2019 – Nov 2019 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	Permit Fees – Already Counted 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 Permit Fees
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.
Total:	\$224,752.06	\$284,715.08		TYP Budget 2019: \$260,000

RISK AND ISSUE HISTORY

ISSUE	STATUS	COMMENT

CONCLUSIONS/NEXT STEPS

- 1.) The Town is holding \$8,441.10 for K-A Construction in retainage.
- 2.) Town Engineer – ongoing closeout processing and project management



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
2/5/20	2019 NE 42 nd Street/ 91 st Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

STATUS SUMMARY

The 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project is underway! Our design team met with: 1.) the City of Bellevue’s civil design consultant on Jan. 14, 2020, to address the water main alignment versus the joint utility trench for 91st Ave NE and 2.) Puget Sound Energy on Jan. 23, 2020, to address updating the plans and contract documents from 2016. The City of Bellevue anticipates completing their design in the next couple weeks and going out to bid shortly thereafter. The Town’s civil consultant, Gray & Osborn is on standby.

Attached are preliminary estimates I received from:

- Gray & Osborn (\$745,000 Construction Only),
- Gray & Osborn (\$113,700 Construction Survey, Inspection, & General Construction Support), and
- Puget Sound Energy (\$157,000 Underground Conversion).

These estimate fees (~\$1 million) are in line with staff expectations. Please keep in mind however, these estimates are only part of the project cost. Additional costs (~\$90,000) are anticipated for:

- Permitting fees (SEPA, R/W Use, and Shoreline Substantial Development Exemption - ~\$5,000);
- Installation of a new water meter for NE 42nd St beach irrigation (could be up to \$20,000);
- Puget Sound Energy joint utility trench design updates (~\$5,000);
- Gray & Osborn joint utility trench design updates (~\$10,000);
- and Town Engineer services during construction (~\$50,000).

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 st Mtg set for 12/6/18 @ 9am
Town Review/ Approval	100	February 2019	Town Council	
Project Design	80	July 2020	Stacia Schroeder	60% mid-July 80% January 2020

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Stormwater Design (2019)	\$30,000			CIP S-1: Design
UGC Design (2019)	\$40,000			CIP U-1: Design
Jan 2019 - Jan 2020 Town Engineer Project Management		\$11,000.00	Yes	
Jan 2019 - Jan 2020 Civil Engineering Consultant Gray & Osborne, Inc.		\$42,080.04	Yes	Contract Amt: \$42,600.00
Evergreen Concrete Cutting:	\$0	\$2,043.00	No	Coring Pavement to determine depth
Total:	\$70,000	\$55,605.07		
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

ISSUE	STATUS	DATE
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CONCLUSIONS/NEXT STEPS

TOWN OF YARROW POINT
NE 42ND STREET/91ST AVENUE NE STORMWATER & UGC PROJECT
PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE
February 4, 2020
G & O #19456.00

SCHEDULE A: UNDERGROUND CONVERSION

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	AMOUNT
101	Minor Changes (1-04.4(1))	1	CALC	\$ 10,000	\$ 10,000
102	Record Drawings (Minimum Bid \$1,000) (1-05.18)	1	LS	\$ 1,000	\$ 1,000
103	SPCC Plan (1-07.15(1))	1	LS	\$ 500	\$ 500
104	Mobilization, Cleanup, and Demobilization (1-09.7)	1	LS	\$ 70,000	\$ 70,000
105	Project Temporary Traffic Control (1-10.5(1))	1	LS	\$ 30,000	\$ 30,000
106	Clearing and Grubbing (2-01.5)	1	LS	\$ 10,000	\$ 10,000
107	Removal of Structures and Obstructions (2-02.5)	1	LS	\$ 15,000	\$ 15,000
108	Locate Existing Utilities (2-09.5)	1	LS	\$ 5,000	\$ 5,000
109	Pothole (2-09.5)	25	EA	\$ 500	\$ 12,500
110	Controlled Density Fill (2-09.5)	20	CY	\$ 200	\$ 4,000
111	Crushed Surfacing Top Course (4-04.5)	380	TN	\$ 40	\$ 15,200
112	Commercial HMA (5-04.5)	650	TN	\$ 140	\$ 91,000
113	Bank Run Gravel for Trench Backfill (7-08.5)	1,400	TN	\$ 20	\$ 28,000
114	Realign Existing Water Service Pipe (7-15.5)	2	EA	\$ 1,000	\$ 2,000
115	Erosion/Water Pollution Control (8-01.5)	1	LS	\$ 5,000	\$ 5,000
116	Property Restoration (8-02.5)	1	FA	\$ 10,000	\$ 10,000
117	Topsoil, Type A (8-02.5)	50	CY	\$ 60	\$ 3,000
118	Sod Installation (8-02.5)	100	SY	\$ 10	\$ 1,000
119	Bark and Wood Chip Mulch (8-02.5)	40	CY	\$ 60	\$ 2,400
120	Extruded Curb (8-04.5)	15	LF	\$ 100	\$ 1,500
121	Cement Concrete Driveway Repair (8-06.5)	100	SY	\$ 110	\$ 11,000
122	Remove, Protect and Reinstall Mailbox Pagoda (8-18.5)	2	EA	\$ 2,000	\$ 4,000
123	Permanent Signing (8-21.5)	1	LS	\$ 1,000	\$ 1,000
124	Plastic Stop Line (8-22.5)	30	LF	\$ 20	\$ 600
125	Resolution of Utility Conflicts for Joint Utility Trench (8-50.5)	1	FA	\$ 8,000	\$ 8,000
126	Franchise Utility Coordination (8-50.5)	1	LS	\$ 5,000	\$ 5,000
127	Joint Utility Trench (8-50.5)	2,800	LF	\$ 20	\$ 56,000
128	Shoring Franchise Utility (8-50.5)	1	LS	\$ 5,000	\$ 5,000
129	Install Conduit, 2 In. Diam. - PSE (8-50.5)	290	LF	\$ 4	\$ 1,160
130	Install Conduit, 3 In. Diam. - PSE (8-50.5)	1,320	LF	\$ 4	\$ 5,280
131	Install Conduit, 4 In. Diam. - PSE (8-50.5)	4,370	LF	\$ 5	\$ 21,850
132	Install Conduit, 2 In. Diam. - CenturyLink (8-50.5)	1,300	LF	\$ 4	\$ 5,200
133	Install Conduit, 4 In. Diam. - CenturyLink (8-50.5)	2,650	LF	\$ 5	\$ 13,250
134	Install Conduit, 2 In. Diam. - Comcast (8-50.5)	760	LF	\$ 4	\$ 3,040
135	Install Conduit, 4 In. Diam. - Comcast (8-50.5)	1,770	LF	\$ 5	\$ 8,850
136	Install PSE Vault, 11.3'x5.8'x8.1' (8-50.5)	1	EA	\$ 2,500	\$ 2,500
137	Install PSE Vault, 4.7'x7'x5.7' (8-50.5)	1	EA	\$ 2,000	\$ 2,000
138	Install PSE Vault, 4.7'x4.7'x7.5' (8-50.5)	7	EA	\$ 1,500	\$ 10,500
139	Install PSE Handhole (8-50.5)	12	EA	\$ 500	\$ 6,000
140	Install CenturyLink Vault, 6.6'x3'x4' (8-50.5)	8	EA	\$ 1,500	\$ 12,000
141	Install CenturyLink Junction Box, 17"x30"x24" (8-50.5)	13	EA	\$ 500	\$ 6,500
142	Install Comcast Vault, 3642 LA (8-50.5)	2	EA	\$ 1,500	\$ 3,000
143	Install Comcast Handhole (8-50.5)	19	EA	\$ 500	\$ 9,500
	Estimated Construction Cost			\$	\$ 518,330
	Sales Tax (10%)			\$	\$ 51,833
	TOTAL ESTIMATED CONSTRUCTION COST (ROUNDED)			\$	\$ 571,000

SCHEDULE B: STORM

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	AMOUNT
201	Removing Existing Catch Basin (2-02.5)	12	EA	\$ 500	\$ 6,000
202	Pothole (2-09.5)	15	EA	\$ 500	\$ 7,500
203	PVC Storm Sewer Pipe, 8 In. Diam. (Incl. Bedding) (7-04.5)	90	LF	\$ 80	\$ 7,200
204	PVC Storm Sewer Pipe, 24 In. Diam. (Incl. Bedding) (7-04.5)	810	LF	\$ 85	\$ 68,850
205	Reconnect Existing Private Storm Pipe (7-04.5)	15	EA	\$ 600	\$ 9,000
206	Catch Basin Type 1 (7-05.5)	8	EA	\$ 1,500	\$ 12,000
207	Catch Basin Type 2 48 In. Dia. (7-05.5)	6	EA	\$ 4,000	\$ 24,000
208	Connection to Drainage Structure (7-05.5)	2	EA	\$ 1,000	\$ 2,000
209	Abandon Existing Catch Basin Type 1 (7-05.5)	2	EA	\$ 1,000	\$ 2,000
210	92nd Avenue NE Drainage Modifications (7-05.5)	1	LS	\$ 8,000	\$ 8,000
211	Trench Excavation Safety Systems (7-08.5)	1	LS	\$ 3,000	\$ 3,000
212	Bank Run Gravel for Trench Backfill (7-08.5)	600	TN	\$ 20	\$ 12,000
	Estimated Construction Cost			\$	\$ 161,550
	Sales Tax (0%)			\$	\$ -
	TOTAL ESTIMATED CONSTRUCTION COST (ROUNDED)			\$	\$ 162,000

SCHEDULE C: IRRIGATION

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	AMOUNT
301	Topsoil, Type A (8-02.5)	40	CY	\$ 60	\$ 2,400
302	Sod Installation (8-02.5)	290	SY	\$ 10	\$ 2,900
303	Irrigation System (8-03.5)	1	LS	\$ 5,000	\$ 5,000
	Estimated Construction Cost			\$	\$ 10,300
	Sales Tax (10%)			\$	\$ 1,030
	TOTAL ESTIMATED CONSTRUCTION COST (ROUNDED)			\$	\$ 12,000

ASSUMPTIONS

- 1 Trench backfill is assumed to be 100-percent import.
- 2 Irrigation costs does not include the City of Bellevue General Facilities Charge.

EXHIBIT A

SCOPE OF WORK

TOWN OF YARROW POINT NE 42ND STREET/91ST AVENUE NE STORMWATER AND UGC PROJECT SUPPLEMENT

Gray & Osborne, Inc. has completed the design for replacing the storm drainage system on NE 42nd Street and for the installation of underground utilities on NE 42nd Street and 91st Avenue NE scheduled to start construction on May 1, 2020. Prior to the start of construction for this project, the City of Bellevue Utilities Department is scheduled to replace an existing an AC water main within the project limits.

The Town has now requested that Gray & Osborne provide assistance regarding the inspection and construction management for the project. The project work will include saw cutting and removal of existing asphalt and concrete pavement, removal of existing drainage infrastructure, trenching and installation drainage and joint utility facilities, driveway reconstruction, asphalt patching, utility coordination, traffic control, erosion control, and surface restoration. Our scope includes construction staking, full-time inspection, attendance at weekly construction meetings, tracking of quantities and working days, and various construction management items described herein. The contract times for Substantial and Physical Completion are expected to be 65 and 75 working days, respectively.

SCOPE OF WORK

1. **Project Management** – Provide overall project management services including:
 - a. Dedicate sufficient staff resources to the project.
 - b. Monitoring of Contractor's compliance with schedule.
 - c. Monitoring of project budget.
 - d. Provide monthly progress reports and invoices.
2. **Preconstruction Services** – Attend the preconstruction conference, prepare meeting agenda, and prepare and distribute meeting minutes.
3. **Construction Staking** – Provide construction survey staking in compliance with the Contract Documents. All such work is to be performed under the supervision of a Washington State licensed Professional Land Surveyor (P.L.S.).

4. **Construction Management Services** – Provide office services to support contractor inquiries and field activities, to include correspondence and:
- a. Prepare “Notice to Proceed” letter.
 - b. Perform material submittal reviews.
 - c. Attend up to 14 weekly construction meetings with the Town, contractor, utility companies, and other stakeholders deemed necessary to facilitate construction and construction coordination. Gray & Osborne’s Project Manager or Project Engineer and Inspector will attend these meetings.
 - d. The Inspector will coordinate quantities for payment with the contractor in the field. The Town will prepare monthly pay estimates. The Project Engineer will submit quantities to the Town for processing.
 - e. Answer contractor requests for information (RFIs), provide the contractor timely interpretation of Contract Documents, and review contractor testing laboratory reports, as may be requested.
 - f. Assist the Town with negotiation of change orders as may be applicable. For budgeting purposes, we have assumed up to 12 hours of Project Engineer and Technician time for this task.
 - g. Provide miscellaneous office support to include Request to Sublet and Statement of Intent to Pay Prevailing Wages.
 - h. Prepare record drawings based on the contractor’s submittal of drawing markups. One original copy of the final record drawings will be provided to the Town.
 - i. Review the project with the Town and contractor prior to issuing Substantial Completion and develop a punch list. The Inspector will verify the punch list items are completed and notify the Town and Project Engineer prior to issuance of Notice of Physical Completion.
 - j. *Project Closeout* – Assist the Town with preparing project closeout paperwork to include: Notice of Substantial Completion, Notice of Physical Completion, and Notice of Completion of Public Works Contract.

5. **Construction Inspection** – Provide full-time on-site inspection services to observe the progress of the work and determine, in general, that the work is proceeding in accordance with the Contract Documents. Observation documentation will include Inspector’s Daily Reports, Weekly Quantity Reports, Weekly Working Day Reports, and Report of Force Account Work. This contract has budgeted inspection hours based on providing full-time inspection (65 working days), as well as the Inspector’s attendance at weekly construction meetings, 8-hour workdays (maximum), punch list preparation, and final project walkthrough.

ASSUMPTIONS

1. This scope of work does not anticipate nor include overtime (more than 40 hours per week) or a contract duration in excess of 65 working days to Substantial Completion and 75 working days to Physical Completion.
2. This scope of work assumes the project will be completed in the 2020 calendar year.
3. Funding for the project is from local and utility funds.

EXHIBIT B

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

Town of Yarrow Point - NE 42nd Street/91st Avenue NE Stormwater and UGC Project Supplement

Tasks	Principal/ Project Manager Hours	Project Engineer Hours	Civil Engineer Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours	Field Inspector Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
1 Project Management	12						
2 Preconstruction Services		8			4		
3 Construction Staking		2			4	4	16
4 Construction Management Services	32	104	64	28			
5 Construction Inspection	16	32			536		
Hour Estimate:	60	146	64	28	544	4	16
Fully Burdened Billing Rate:*	\$119 to \$200	\$119 to \$148	\$93 to \$135	\$50 to \$132	\$81 to \$145	\$118 to \$152	\$170 to \$224
Estimated Fully Burdened Billing Rate:*	\$155	\$148	\$112	\$95	\$125	\$130	\$180
Fully Burdened Labor Cost:	\$9,300	\$21,608	\$7,168	\$2,660	\$68,000	\$520	\$2,880

Total Fully Burdened Labor Cost: \$ 112,136

Direct Non-Salary Cost:

Mileage & Expenses (mileage @ current IRS rate) \$ 1,404

Printing \$ 160

TOTAL ESTIMATED COST: \$ 113,700

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.



FACILITY CONVERSION/MODIFICATION BILLING DETAIL

Scope of Work

Convert about 3,700 feet of overhead distribution lines to underground along 91st Ave NE from NE 42nd St to 92nd Ave NE.

To: City of Yarrow Point
4030 95th Ave NE

Yarrow Point, WA 98004

Attn: Stacia Schroeder

Project Description: Schedule 74
Location: 91st Ave NE & NE 42nd St
PSE Project Manager: Fremont Aguinaldo

Activity: PSE Order #:	PSE Design Cost		PSE Construction Cost Estimate		Customer Installed Duct and Vault		Change Orders
	City Cost Share	40%	City Cost Share	40%	PSE Cost Share	60%	
PSE Materials				\$106,158.80			
PSE Construction Labor			\$	127,741.23			City Obligation \$0.00
PSE Project Management		\$7,137.16		\$4,213.63			PSE Obligation \$0.00
PSE Inspection			\$	25,883.52			
PSE Overheads		\$10,524.20		\$86,795.19			
Federal Income Tax		\$1,152.70		\$22,895.07			
Total Actual Costs:		\$18,814.06		\$373,687.44			
TOTAL PROJECT VALUE:							
City of Yarrow Point Obligation Incl/CO's:							
							\$392,501.50
City of Yarrow Point Credit for D+V:							\$157,000.60
PSE Billable Amount to Customer							0
							\$157,000.60

Date: 1/13/2020



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
2/06/20	Stormwater Management Plan Update	Stacia Schroeder

STATUS SUMMARY

PACE has completed the 2019 SWMP draft update. I met PACE – John Forba on Jan. 24, 2020, to discuss my updates and recommendations for the final plan. John will be at the Feb. 11 council meeting to discuss their findings and recommendations.

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	85	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 – Dec 2019 Town Engineer Project Management		\$9,437.50	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 – Dec 2019 Civil Engineering Consultant PACE Engineers, Inc.		\$53,603.75	Yes	Contract Amt: \$72,034.00
Total	\$80,000	\$63,041.25		

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS

1.) PACE is scheduled to present their recommendations to the Town Council on Feb. 11, 2020. Town staff will follow up with PACE shortly after that presentation to obtain a final report.

TOWN OF YARROW POINT

STAFF REPORT

Date: February 6, 2020

From: Bonnie Ritter, Clerk-Treasurer

Re: 2019 Year End Financials

Mayor and Council,

Enclosed is the 2019 Year End Budget Report by fund.

There were no budget amendments needed for 2019. The only fund that contained expenditures over budget was in the Wetherill Fund. There is no requirement for the Town to adopt a budget for a fiduciary fund, thus there was no requirement to file an amendment.

The 2019 Annual Report submission to the State Auditor must be done by May 29, 2020. This annual report will be brought before the Council before it is submitted.

2019 will be audited along with 2020 in the fall of 2021.

Please feel free to contact me with any questions.

Account Number	Account Title	2019 Period Actual	12/2019 Current year Actual	2019 Current year Budget	Remaining	Percentage
CURRENT EXPENSE FUND #001						
	CURRENT EXPENSE FUND #001 Revenue Total:	1,266,407.40	1,266,407.40	1,167,208	99,199.40-	108%
	CURRENT EXPENSE FUND #001 Expenditure Total:	1,088,245.73	1,088,245.73	1,179,396	91,150.27	92%
	Net Total CURRENT EXPENSE FUND #001:	178,161.67	178,161.67	12,188-	190,349.67-	-1462%
STREET FUND #101						
	STREET FUND #101 Revenue Total:	106,207.38	106,207.38	112,000	5,792.62	95%
	STREET FUND #101 Expenditure Total:	126,227.67	126,227.67	227,000	100,772.33	56%
	Net Total STREET FUND #101:	20,020.29-	20,020.29-	115,000-	94,979.71-	17%
CONTINGENCY FUND #103						
	CONTINGENCY FUND #103 Revenue Total:	6,809.75	6,809.75	8,000	1,190.25	85%
	CONTINGENCY FUND #103 Expenditure Total:	.00	.00	.00	.00	.00
	Net Total CONTINGENCY FUND #103:	6,809.75	6,809.75	8,000	1,190.25	85%
COMMUNITY DEVELOPMNT FUND #104						
	COMMUNITY DEVELOPMNT FUND #104 Revenue Total:	257,373.87	257,373.87	199,868	57,505.93-	129%
	COMMUNITY DEVELOPMNT FUND #104 Expenditure Total:	513,457.76	513,457.76	535,000	21,542.24	96%
	Net Total COMMUNITY DEVELOPMNT FUND #104:	256,083.89-	256,083.89-	335,132-	79,048.17-	76%
BOND REDEMPTION FUND #211						
	BOND REDEMPTION FUND #211 Revenue Total:	90,657.37	90,657.37	90,000	657.37-	101%
	BOND REDEMPTION FUND #211 Expenditure Total:	85,607.14	85,607.14	85,608	.36	100%
	Net Total BOND REDEMPTION FUND #211:	5,050.23	5,050.23	4,393	657.73-	115%

Account Number	Account Title	2019 Period Actual	12/2019 Current year Actual	2019 Current year Budget	Remaining	Percentage
CAPITAL IMPROVEMNT I FUND #301						
	CAPITAL IMPROVEMNT I FUND #301 Revenue Total:	326,254.89	326,254.89	200,000	126,254.89-	163%
	CAPITAL IMPROVEMNT I FUND #301 Expenditure Total:	45,000.00	45,000.00	45,000	.00	100%
	Net Total CAPITAL IMPROVEMNT I FUND #301:	281,254.89	281,254.89	155,000	126,254.89-	181%
CAPITAL IMPROVMNT IV FUND #304						
	CAPITAL IMPROVMNT IV FUND #304 Revenue Total:	325,598.64	325,598.64	200,000	125,598.64-	163%
	CAPITAL IMPROVMNT IV FUND #304 Expenditure Total:	45,000.00	45,000.00	45,000	.00	100%
	Net Total CAPITAL IMPROVMNT IV FUND #304:	280,598.64	280,598.64	155,000	125,598.64-	181%
CURRENT YEAR CAPITAL						
	CURRENT YEAR CAPITAL Revenue Total:	.00	.00	.00	.00	.00
	CURRENT YEAR CAPITAL Expenditure Total:	5,448.04	5,448.04	40,000	34,551.96	14%
	Net Total CURRENT YEAR CAPITAL:	5,448.04-	5,448.04-	40,000-	34,551.96-	14%
STORMWATER REVENUES						
	STORMWATER REVENUES Revenue Total:	114,267.49	114,267.49	120,339	6,071.51	95%
	STORMWATER REVENUES Expenditure Total:	136,872.80	136,872.80	184,259	47,386.56	74%
	Net Total STORMWATER REVENUES:	22,605.31-	22,605.31-	63,920-	41,315.05-	35%
WNP ENDOWMENT FUND #601						
	WNP ENDOWMENT FUND #601 Revenue Total:	51,003.31	51,003.31	.00	51,003.31-	.00
	WNP ENDOWMENT FUND #601 Expenditure Total:	.00	.00	.00	.00	.00
	Net Total WNP ENDOWMENT FUND #601:	51,003.31	51,003.31	.00	51,003.31-	.00

Account Number	Account Title	2019 Period Actual	12/2019 Current year Actual	2019 Current year Budget	Remaining	Percentage
STREET PERFORM BOND FUND #622						
STREET PERFORM BOND FUND #622 Revenue Total:		85,516.68	85,516.68	30,000	55,516.68-	285%
STREET PERFORM BOND FUND #622 Expenditure Total:		49,009.65	49,009.65	60,000	10,990.35	82%
Net Total STREET PERFORM BOND FUND #622:		36,507.03	36,507.03	30,000-	66,507.03-	-122%
WETHERILL NTR PRESRV FUND #623						
WETHERILL NTR PRESRV FUND #623 Revenue Total:		27,726.29	27,726.29	44,400	16,673.71	62%
WETHERILL NTR PRESRV FUND #623 Expenditure Total:		71,067.01	71,067.01	49,000	22,067.01-	145%
Net Total WETHERILL NTR PRESRV FUND #623:		43,340.72-	43,340.72-	4,600-	38,740.72	942%
AGENCY REMITTANCE FUND #631						
AGENCY REMITTANCE FUND #631 Revenue Total:		1,988.79	1,988.79	3,471	1,482.21	57%
AGENCY REMITTANCE FUND #631 Expenditure Total:		1,646.30	1,646.30	3,115	1,468.70	53%
Net Total AGENCY REMITTANCE FUND #631:		342.49	342.49	356	13.51	96%
MISCELLANEOUS INCOME						
MISCELLANEOUS INCOME Revenue Total:		78.82	78.82	75	3.82-	105%
MISCELLANEOUS INCOME Expenditure Total:		.00	.00	.00	.00	.00
Net Total MISCELLANEOUS INCOME:		78.82	78.82	75	3.82-	105%
Net Grand Totals:		492,308.58	492,308.58	278,017-	770,325.50-	-177%

**TOWN OF YARROW POINT
PLANNING COMMISSION SPECIAL MEETING MINUTES
January 23, 2020**

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

CALL TO ORDER:

Carl Hellings Planning Commission Chairman called the meeting to order at 7:04pm

PRESENT:

Chairman:	Carl Hellings
Commissioners:	Trevor Dash Chuck Hirsch Carl Hellings Jennifer Whittier
Staff:	Austen Wilcox – Town Deputy Clerk Mona Green – Town Planner
Guests:	Dennis Buchanan - Resident Ronnie McGlenn - Resident Robert Afzal – Resident

Chairman Hellings introduced himself as Chairman and thanked former chairperson Amy Pellegrini for her service on this role.

MINUTES:

MOTION: Commissioner Dash moved to approve the minutes of the December 17, 2019 special meeting as amended. Commissioner Hirsch seconded the motion.

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

APPEARANCES:

No comments.

STAFF REPORTS:

Deputy Clerk Wilcox gave a report on the January 14, 2020 Council meeting:

- Approval of funding for ARCH (A Regional Coalition for Housing)
- Approval of the extension of paved section of 92nd Ave pathway from NE 41st to NE 40th Pl. The project will be done in stages. Next year, the planned pavement extension will take place from NE 40th – 39th.
- The security cameras approved by the Town Council on a trial basis have not yet been installed. Mayor Cahill is working out the logistics of installation, policies and procedures and a public outreach program.
- Council reviewed the current garbage collection agreement and determined the level of service currently offered is the best one for the town.

REGULAR BUSINESS:

PCAB 20-01 Private Property Tree Code – Continued Discussion

Commission Chairman Hellings gave an overview the Planning Commission’s review of tree code research.

Deputy Clerk Wilcox distributed to the audience in attendance a copy of an email from Chairman Hellings regarding concepts around the Planning Commission’s review and goals for a potential tree code.

The following aspects were discussed:

- Classification of a “significant tree”
- Preservation
- Mitigation
- Views
- Density
- Replacement for removal
- Trees located on shoreline
- Permitting process
- Notification process for tree removal
- Protection of trees during construction
- Replacement trees

Dennis Buchanan resident at 4015 95th Ave NE. asked if there is a defined consequence for taking down a significant tree also stating that he feels a tree code would be a taking. The Planning Commission shared that the tree code is still in the discussion stages and the intention is for private property owners to still be able to remove trees. Mr. Buchanan discussed replanting and mitigation. Planner Green responded giving examples of mitigation noting that a tree code is ultimately up to the Council’s decision.

Ronni McGlenn resident at 4000 95th Ave NE. would like to see trees that border private property and public right of way be reviewed in the tree code discussions including the protection of Eagles. Planner Green responded that the Planning Commission has taken into consideration the protection of wildlife in the tree code discussions and would be part of the permit process. Ms. McGlenn asked if there was a tree code implemented, how it would be managed by the Town. Planner Green responded stating that it is yet to be determined.

Mr. Buchanan resident at 4015 95th Ave NE. asked about qualifications regarding the personnel who would be reviewing tree removal permits. Town Planner Green responded by providing examples of potential review processes and types of personnel who would be responsible for reviewing tree permits. Mr. Buchanan further noted that good practices of contractors can eliminate many of the tree issues the town has faced in the past.

Robert Afzal resident at 9075 NE 40th Pl. requested clarification on mitigation trees. The Commission responded that specific mitigation measures have not yet been determined.

Mr. Afzal referenced a private property issue with hedges grown into trees. The Commission responded stating that hedges are not being addressed in the tree code review.

Distance requirement for noticing procedures of tree removal were discussed. The Commission agreed that notifying the adjacent neighbor could suffice.

The Planning Commission decided to create a *concept* to send to Council of their findings to review at their regular February Council meeting to confirm they are on the right track for a potential future tree code proposal.

Protection of species along the shoreline in the Town's Shoreline Master Plan were reviewed and discussed.

Replacement trees must be native and exclude fruit trees.

Tree ordinance items to be further defined:

- Tree removal permit requirements; including, noticing adjacent neighbors (not 300' public notice). This would include notifying of removal and *replanting* plan.
- Define enforcement measures. Define consequences for removing trees without a permit and consequences for not carrying out replacement mitigation.
- Include language for compliance with State law for "Eagle Trees."
- Further define 'replacement tree' diameter and species (native trees).
- Further define 'significant tree' species, does not include fruit or ornamental trees even if it meets significant tree diameter requirements.
- Further define replacement requirements that refer to the SMP plant list for parcels within the shoreline area.
- Further address trees (and tree roots) that are on property lines. Notice adjacent property owners and obtain signatures.
- Further define the 1-1 replacement "cap"
- Consider possible minimum spacing of replacement trees so they don't create a 'tree hedge' and consider protecting neighboring views with replacement trees.

Chairman Hellings will draft a concept based on the discussion and forward it to the other commissioners including the Town Planner to review prior to presentation of it at the regular February 11 Council meeting.

MOTION: Commission Chairman Hellings moved to take the Planning Commission's outline of the draft tree code concept as presently discussed including a list of open items

that are not yet decided to bring forth to the Town Council at their regular February 11 meeting for review and discussion. Commissioner Hirsch seconded the motion.
VOTE: 5 For, 0 Against, 0 Abstain. Motion carried.

MOTION: Commissioner Pellegrini moved to adjourn the meeting at 8:50pm.
Commissioner Hirsch seconded the motion.
VOTE: 5 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:

ATTEST:

Carl Hellings, Chairman

Austen Wilcox, Deputy Clerk

**TOWN OF YARROW POINT
PARK BOARD REGULAR MEETING MINUTES
January 28, 2020
7:00pm**

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

CALL TO ORDER:

Park Board Chairman John McGlenn called the meeting to order at 7:02pm

IN ATTENDANCE:

Chairperson: John McGlenn

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

Staff: Austen Wilcox - Deputy Clerk

Guests: Craig Lewis – JGM Landscape Architects

APPEARENCES

None.

REGULAR BUSINESS:

The Park Board discussed the following item:

PB AB 20-01 Review of and next steps on the Town Entry Landscaping Improvements Project

Craig Lewis from JGM Landscape Architects gave discussed the design work of the Town's entry landscaping work.

The Park Board discussed the following items:

- Planting type: Must be a type that does not attract bees near walking paths
- Plantings must be drought tolerant
- Watering will be done with buckets in the same manner as it is currently in the warm months along 92nd Ave NE by the Town's Public Works Dept
- Vinyl wrap on utility boxes: The Town will be responsible for providing a graphic

- Parking barriers

The Park Board agreed to finalize the landscaping improvement plan and move forward with the project.

Deputy Clerk Wilcox will discuss with the Mayor the next steps to in order to move forward with the landscaping project and begin as soon as possible per the Park Board's request.

Upcoming variance requests that have related hearings on February 11 at Town Hall were discussed.

The Park Board discussed the upcoming removal of six trees that were approved by the Town along Sally's Alley. The Park Board wished they had input prior to the decision making of the tree removals. Deputy Clerk Wilcox noted that six replacement trees are planned in Sally's Alley. The Park Board would like to provide input regarding the replanting locations and types of trees. Deputy Clerk Wilcox noted that he will pass along their concerns and requests to the Mayor.

Utility box wrapping:

The Town received approval from Century Link, the owner of the three utility boxes on the west side shoulder of 92nd Ave NE of the Town entry, to wrap them in order to help blend them in to the environment as part of the landscaping improvement project. The Park Board discussed graphic types and chose a plant/natural graphic appearance for the wrap.

ADJOURNMENT:

Park Board Chairman John McGlenn adjourned the meeting at 8:06pm.

APPROVED:

ATTEST:

John McGlenn, Park Board Chairman

Austen Wilcox, Deputy Clerk

PACE – 2019 SWMP Update Presentation	Proposed Council Action: None
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Presented by: PACE – John Forba, PE

Exhibits: Figure 5.1 – Capital Improvement Projects
Table 5.1 – Capital Improvement Projects

Summary:

PACE Engineers was retained in January 2019 to update the Town’s 2008 Stormwater Management Plan. Their scope of work included the following tasks:

- Background Review/ Update Existing Data;
- Hydrologic/ Hydraulic Modeling;
- Water Quality Analysis; and
- Capital Improvement Program.

Final recommendations include 11 capital improvement projects (CIPs) and 3 programmatic projects. The estimated total cost for all CIPs is ~\$1.365 million and they are prioritized on the attached exhibits. The programmatic projects on the other hand can be done as time and budget allow. They include adopting the latest Department of Ecology Stormwater Management Manual, updating the Town’s stormwater standard plans and notes, and developing a system to inventory all private stormwater detention facilities in the town to ensure timely maintenance is being performed.

Recommended Action:

None – For Discussion Only



Esri, HERE, Garmin, (c) OpenStreetMap contributors, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community

Table 5-1: Capital Improvement Projects

Construction Projects			
Project #	General Description	Estimated Cost¹	Priority Level
1 ²	This project consists of approximately 125 LF of new 12" Pipe between G-12 and D-2 that will divert flows to Basin D. Also includes outfall upgrades at the discharge point of Basin D.	\$152,000	High
2	Replaces approximately 644 linear feet of existing pipe with larger diameter pipe between structures J-37 and J-46 plus pipe downstream of J-46 to fully contain flows from developed conditions. In addition, there are multiple broken pipes due to previous utility installations.	\$285,000	Medium-High
3	Replaces approximately 535 linear feet of existing pipe that has been damaged due to major root intrusion between structures H-17 and H-22.	\$216,000	Medium-High
4 ³	Fixes back-sloped pipe between G-42 and G-57. Reinstalls pipe between G-57 and G-59 due to new grades of upstream pipe between G-42 and G-57. 113 linear feet of new pipe in total.	\$125,000	Medium High
5 ³	Replaces approximately 200 linear feet of existing pipe with larger diameter pipe between structures G-59 and G-60 to fully contain flows from existing and developed conditions.	\$114,000	Medium
6	Replace Structures H-10 and H-17 to increase ease of maintenance. NOTE: CIP #6 can be done in conjunction with CIP #1.	\$23,000	Medium
7	Replaces approximately 312 linear feet of existing pipe with larger diameter pipe between structures J-23 and J-26 to fully contain flows from developed conditions.	\$126,000	Medium
8 ⁴	Replaces approximately 460 linear feet of existing pipe with larger diameter pipe between structures G-53 and G-57 to fully contain flows from existing and developed conditions.	\$190,000	Medium
9 ⁵	Replaces approximately 180 linear feet of existing pipe with larger diameter pipe between structures G-32 and G-37 to fully contain flows from existing and developed conditions.	\$95,000	Low
10 ⁴	Replaces approximately 21 linear feet of existing pipe with larger diameter pipe between structures G-29 and G-30 to fully contain flows from existing and developed conditions.	\$40,000	Low

Table 5-1: Capital Improvement Projects

Construction Projects			
Project #	General Description	Estimated Cost¹	Priority Level
11	Replaces approximately 60 linear feet of existing pipe with larger diameter pipe between structures E-08 and E-06 to fully contain flows from existing and developed conditions.	\$32,000	Low
Construction Projects Total		\$1,398,000	
¹ All costs are in 2020 dollars			
² Required to contain both the 25-year and 100-year storm event in NE 42 nd St.			
³ 18-Inch Replacement Pipe Required to Contain the 25-year Storm Event, 24-Inch Replacement Pipe Required to Contain the 100-year storm event			
⁴ 12-Inch Replacement Pipe Required to Contain the 25-year Storm Event, 15-Inch Replacement Pipe Required to Contain the 100-year storm event			
⁵ 15-Inch Replacement Pipe Required to Contain the 25-year Storm Event, 18-Inch Replacement Pipe Required to Contain the 100-year storm event			
Programmatic Projects			
Project #	General Description	Estimated Cost¹	Priority Level
12	Adopt current Department of Ecology Stormwater Management Manual for Western Washington. Includes review of Municipal Code for conflicts and includes production of a stormwater addendum of the manual specific to the Town.	\$20,000	High
13	Inventory all existing private flow control facilities and create a database using GIS to ensure regular maintenance is performed.	\$20,000	Medium
14	Update/create Town of Yarrow Point 2010 Standard Plans and Notes	\$20,000	Medium
Programmatic Projects Total		\$60,000	
¹ All costs are in 2020 dollars			

Tree Regulations Discussion	Proposed Council Action: Feedback to Planning Commission on information presented.
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Presented by: Carl Hellings, Planning Commission Chair

Exhibits: Planning Commission Update and Request for Council Feedback

Summary:

The Planning Commission Chair will present the overview and review the progress to date with the Council.

Recommended Action:

The Planning Commission is asking for Council consideration and feedback on the framework presented and outlined in the document.

Yarrow Point Tree Code Discussion

Yarrow Point Planning Commission Update and Request for City Council Feedback

2/4/2020

Overview:

The Town Council asked the Planning Commission to look into a general topic of **trees** in Yarrow Point in the beginning of 2019.

- The primary intent and driver around the tree topic (and possible tree code) had its genesis in recent activities within the town that consisted of rapid and complete clear cutting of trees on parcels being redeveloped.
- As of today there is no mechanism within the town to notify residents/neighbors that this activity is about to take place.
- **As of today any and all trees that exist completely on private property can be taken down without any permitting of any kind.**

Planning Commission process:

We undertook this directive, given the general direction stated above and explored the topic.

We gathered information and resident feedback via:

- Exploration and review of rules and regulations that are in place in neighboring communities, including; Kirkland, Hunts Point, Medina and the Village of Beaux Arts. We noted that all these communities have their similarities and differences when compared to Yarrow Point. There is tremendous variability in how they address the issue in their towns.
- We also had the benefit of reviewing this issue with our town residents and receiving their input. We held eleven Planning Commission meetings where this issue was the central and well discussed topic. Meeting minutes available here - <https://yarrowpointwa.gov/planning-commission-meeting-minutes/>
- The Commission also held one study session (October 2, 2019) dedicated to just this issue.
- The Planning Commission also received significant input, advice and feedback from the Town Planner as well as the Town Arborist.

Background:

This has been a process of input, discussion and revision. We, the Planning Commission, embarked on a mission to come up with a Final Draft Tree Code to forward to Town Council. What we ended up with (not surprisingly looking back) a circuitous route through various draft codes that generated discussion and revision at almost every turn. Over the course of a year we have heard from many residents on this issue. The comments covered many areas, and proudly our residents are both well spoken, very knowledgeable and have a wide variety of strong opinions regarding the issue.

Being mindful all along that we need to bring all this to the Town Council for consideration and action, we have settled on a path forward that is less descriptive (at the moment) than when we set out; but, we think is a more useful set of building blocks on which to build upon with Council feedback.

The Plan:

Summarizing a unanimous vote from our last Planning Commission meeting, we propose the framework below for a Town Tree Code.

- Yarrow Point should move forward with a Tree Code that incorporates the following ideas – (note there are still some items that are TBD – and we call those out clearly below).
- Building from the Town's Comprehensive Plan and focusing on **preservation** -
 - "Town of Yarrow Point Planning Goal - To Provide for the continued **orderly** residential development of the Town, while **preserving** the existing *character*" (highlights by us not directly from the plan).
- If you want to remove a significant tree – you need a permit.
 - The permit will serve to inform neighboring residents and the Town of proposed activity.
 - We have heard time and again from our residents about opening the lines of communication and raising awareness when contemplating significant tree removal; it just makes for a better community if neighbors are chatting beforehand.
 - Given the various rules about identifying trees in Town Right of Ways vs private property, this permitting will again help residents clarify "where their tree sits," and raise awareness of both the Town's desire to help preserve the existing character of our community and that we do indeed have rules in place regarding trees.
- **We are only addressing "significant trees" on private property.**
 - Working definition is 18" diameter/approx. 57" circumference.
 - Note here surrounding communities define significant trees as being much smaller. (Average significant tree size mandate for the communities studied is less than 8 inches circumference).

Principals of “The Plan”:

- Simple preservation: 1 for 1 replacement concept for trees removed. **Remove a tree- replace the tree.**
- A tree removed needs to be replaced by a native species with a defined size of X. (Working definition of a replacement tree that is significantly smaller; on the order of 8-10 ft. tall.)
- Special case handling for lots with high significant tree density - allowing for a practical mitigation (replacement) of some, but not all significant trees.
 - A working, not final, framework of a minimum density using a formula like maximum of 5 replacements per 12000 sq. ft. lot and maximum 8 replacements per 15000 sq. ft. lot.
 - The concept here would be if a 15K sq. ft. lot had 20 significant trees removed that only 8 trees would have to be replaced in order not to over burden those residents that have been good stewards of tree preservation in the past.
- To extend the preservation idea we propose adopting additional rules for residents to follow (industry best practices) to preserve/protect their neighbor’s significant trees during construction/development within a certain distance of the lot line.
- Incorporating and deferring to preservation/mitigation rules that already exist in our Shoreline Management Plan for residents within the SMP boundary. (TBD)
- Incorporating and/or referencing adherence to the Washington State wildlife rules to raise awareness for tree cutting and how it may affect native bird habitat (primarily Bald Eagle nests). TBD

Tree ordinance items to be further defined:

Though we feel like we have a great outline to start we also feel the following items will need more definition and we would benefit from feedback from Town Council to get more specific on these items below.

1. Tree Removal Permit requirements; including, noticing adjacent neighbors (not 300’ public notice). This would include notifying neighbors of removal and replanting plans.
2. Define enforcement measures. Define consequences for removing tree without a permit and consequences for not carrying out replacement mitigation.
3. Include language for compliance with State law for “Eagle Trees.”
4. Further define ‘replacement tree’ diameter and species (native trees).
5. Further define ‘significant tree’ species, does not include fruit or ornamental trees even if it meets significant tree diameter requirements.
6. Further define replacement requirements that refer to the SMP plant list for parcels within the shoreline area.

7. Further address trees (and tree roots) that are on property lines. Notice adjacent property owners and obtain signatures.
8. Further define the 1-1 replacement “cap,” (X amount of trees per minimum lot size in that R-1 zone).
9. Consider possible minimum spacing of replacement trees so they don’t create a ‘tree hedge’ and consider protecting neighboring views with replacement trees.

Additional background:

We did explore and reject, at least in concept, several other methods for controlling tree removal.

- A timing method whereby you could only cut down one tree on your property per X time period (like every 6 months). This would certainly slow down the re-development process but take both control of a resident’s tree out of their hands and in the end didn’t meet the strong preservation mantra we think is so important to the town.
- We also explored a density model that calls for certain number of trees per square foot of lot size. This does mandate some replacement scenarios in line with our preservation goal, but also has the effect of possibly forcing folks with smaller densities to replace/replant in higher numbers to meet the density objective. (Perhaps cutting one tree down and having to replace with several trees – this met with some real significant resident pushback and seemed to bring on a lot of complexity that we didn’t want to interject in the potential code/enforcement).

Action for the Town Council:

The Planning Commission would like to review our progress to date with the Town Council and request Council’s consideration and feedback on the framework outline as presented in this document. In our last meeting the entire Planning Commission pledged to attend the Feb 2020 Town Council meeting to help review and clarify items in this outline. We welcome questions, commentary and a clear direction from Council so that we can proceed with an agreed upon foundation on which to build.

We anxiously await your comments and feedback.

Yarrow Point Planning Commission

Town Donation Requirements Discussion	Proposed Council Action: For discussion and possible direction to staff on ARCH Trust Fund
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Presented by: Mayor Cahill

- Exhibits:**
1. Constitution of the State of Washington – Article VIII, Section 7, and the history of Town contributions to ARCH
 2. MRSC (Municipal Research and Services Center) How-To-Guide to Summer Celebrations, along with Kirkland's resolution and the Town's resolution on 4th of July celebration contribution of 2019.
 3. Wetherill donation history

Summary:

1. At Council request, this topic is on the agenda for discussion and possible direction to staff to initiate contribution to the ARCH Trust Fund. Action by the Council in January approved payment of \$2401 to the ARCH operating budget, and approved the spending of \$7,180 of the Towns' funds that were previously contributed to the Trust Fund, as requested by ARCH. Some Council members have indicated the desire to contribute funds to the Trust Fund, thus the discussion on this topic.
2. The article from MRSC on summer celebrations is for discussion on the 4th of July celebration donation.
3. The history of contributions to Wetherill is included for reference.

Recommended Action:

If the Council determines that they wish to contribute funds to the Trust Fund, the Council needs to direction Staff to inform ARCH of the amount of contribution and they in turn contact the City of Bellevue (administrative branch of ARCH), who will send the Town an invoice for the amount specified.

If changes in other contributions/donations are desired, Staff requests direction regarding such.

for city purposes; Provided, That no part of the indebtedness allowed in this section, shall be incurred for any purpose other than strictly county, city, town, school district, or other municipal purposes. Provided further; that any city or town, with such assent may be allowed to become indebted to a larger amount but not exceeding five per centum additional for supplying such city or town with water, artificial light, and sewers, when the works for supplying such water, light, and sewers shall be owned and controlled by the municipality.

SECTION 7 CREDIT NOT TO BE LOANED. No county, city, town or other municipal corporation shall hereafter give any money, or property, or loan its money, or credit to or in aid of any individual, association, company or corporation, except for the necessary support of the poor and infirm, or become directly or indirectly the owner of any stock in or bonds of any association, company or corporation.

SECTION 8 PORT EXPENDITURES — INDUSTRIAL DEVELOPMENT — PROMOTION. The use of public funds by port districts in such manner as may be prescribed by the legislature for industrial development or trade promotion and promotional hosting shall be deemed a public use for a public purpose, and shall not be deemed a gift within the provisions of section 7 of this Article. [AMENDMENT 45, 1965 ex.s. Senate Joint Resolution No. 25, p 2819. Approved November 8, 1966.]

SECTION 9 STATE BUILDING AUTHORITY. The legislature is empowered notwithstanding any other provision in this Constitution, to provide for a state building authority in corporate and politic form which may contract with agencies or departments of the state government to construct upon land owned by the state or its agencies, or to be acquired by the state building authority, buildings and appurtenant improvements which such state agencies or departments are hereby empowered to lease at reasonable rental rates from the Washington state building authority for terms up to seventy-five years with provisions for eventual vesting of title in the state or its agencies. This section shall not be construed as authority to provide buildings through lease or otherwise to nongovernmental entities. The legislature may authorize the state building authority to borrow funds solely upon its own credit and to issue bonds or other evidences of indebtedness therefor to be repaid from its revenues and to secure the same by pledging its income or mortgaging its leaseholds. The provisions of sections 1 and 3 of this article shall not apply to indebtedness incurred pursuant to this section. [AMENDMENT 51, 1967 Senate Joint Resolution No. 17; see 1969 p 2976. Approved November 5, 1968.]

Reviser's note: This section which was adopted as Sec. 8, is herein renumbered Sec. 9, to avoid confusion with Sec. 8, supra.

SECTION 10 ENERGY, WATER, OR STORM-WATER OR SEWER SERVICES CONSERVATION ASSISTANCE. Notwithstanding the provisions of section 7 of this Article, any county, city, town, quasi municipal corporation, municipal corporation, or political subdivision of the state which is engaged in the sale or distribution of water, energy, or stormwater or sewer services may, as authorized by the legislature, use public moneys or credit derived from operating revenues from the sale of water, energy, or stormwater or sewer services to assist the owners of structures or

equipment in financing the acquisition and installation of materials and equipment for the conservation or more efficient use of water, energy, or stormwater or sewer services in such structures or equipment. Except as provided in section 7 of this Article, an appropriate charge back shall be made for such extension of public moneys or credit and the same shall be a lien against the structure benefited or a security interest in the equipment benefited. Any financing for energy conservation authorized by this article shall only be used for conservation purposes in existing structures and shall not be used for any purpose which results in a conversion from one energy source to another. [AMENDMENT 91, 1997 House Joint Resolution No. 4209, p 3065. Approved November 4, 1997.]

Amendment 86 (1989) — Art. 8 Section 10 ENERGY AND WATER CONSERVATION ASSISTANCE — Notwithstanding the provisions of section 7 of this Article, any county, city, town, quasi municipal corporation, municipal corporation, or political subdivision of the state which is engaged in the sale or distribution of water or energy may, as authorized by the legislature, use public moneys or credit derived from operating revenues from the sale of water or energy to assist the owners of structures or equipment in financing the acquisition and installation of materials and equipment for the conservation or more efficient use of water or energy in such structures or equipment. Except as provided in section 7 of this Article, an appropriate charge back shall be made for such extension of public moneys or credit and the same shall be a lien against the structure benefited or a security interest in the equipment benefited. Any financing for energy conservation authorized by this article shall only be used for conservation purposes in existing structures and shall not be used for any purpose which results in a conversion from one energy source to another. [AMENDMENT 86, 1989 Senate Joint Resolution No. 8210, p 3003. Approved November 7, 1989.]

Amendment 82 (1988) — Art. 8 Section 10 RESIDENTIAL ENERGY CONSERVATION — Notwithstanding the provisions of section 7 of this Article, any county, city, town, quasi municipal corporation, municipal corporation, or political subdivision of the state which is engaged in the sale or distribution of energy may, as authorized by the legislature, use public moneys or credit derived from operating revenues from the sale of energy to assist the owners of structures or equipment in financing the acquisition and installation of materials and equipment for the conservation or more efficient use of energy in such structures or equipment. Except as provided in section 7 of this Article, an appropriate charge back shall be made for such extension of public moneys or credit and the same shall be a lien against the structure benefited or a security interest in the equipment benefited. Any financing authorized by this article shall only be used for conservation purposes in existing structures and shall not be used for any purpose which results in a conversion from one energy source to another. [AMENDMENT 82, 1988 House Joint Resolution No. 4223, p 1552. Approved November 8, 1988.]

Amendment 70 (1979) — Art. 8 Section 10 RESIDENTIAL ENERGY CONSERVATION — Notwithstanding the provisions of section 7 of this Article, until January 1, 1990 any county, city, town, quasi municipal corporation, municipal corporation, or political subdivision of the state which is engaged in the sale or distribution of energy may, as authorized by the legislature, use public moneys or credit derived from operating revenues from the sale of energy to assist the owners of residential structures in financing the acquisition and installation of materials and equipment for the conservation or more efficient use of energy in such structures. Except as provided in section 7 of this Article, an appropriate charge back shall be made for such extension of public moneys or credit and the same shall be a lien against the residential structure benefited. Except as to contracts entered into prior thereto, this amendment to the state Constitution shall be null and void as of January 1, 1990 and shall have no further force or effect after that date. [AMENDMENT 70, Substitute Senate Joint Resolution No. 120, p 2288. Approved November 6, 1979.]

SECTION 11 AGRICULTURAL COMMODITY ASSESSMENTS — DEVELOPMENT, PROMOTION, AND HOSTING. The use of agricultural commodity

PAYMENTS TO ARCH FROM 2012-2019

Donation to:			
DATE	BUDGET	TRUST FUND	YEARLY TOTAL
11/12		\$ 3,931	\$ 3,931
2/13	\$ 1,569		
7/13		\$ 3,931	\$ 5,500
3/14	\$ 1,569		\$ 1,569
3/15	\$ 1,569		
12/15		\$ 4,000	\$ 5,569
5/16	\$ 1,616		
8/16		\$ 4,000	\$ 5,616
4/17	\$ 1,649	\$ 8,351	\$ 10,000
7/18	\$ 1,690	\$ 8,310	\$ 10,000
6/19	\$ 1,750		
10/19		\$ 1,250	\$ 3,000
Total:	\$ 11,412	\$ 33,773	\$ 45,185

A How-To Guide to Sponsoring Summer Celebrations

June 14, 2018 by [Flannery Collins](#)
Category: [Gift of Public Funds](#)



Summer invites a celebration, with the long summer nights, the dry, warm weather, and the community spirit in full swing. Cities, counties, and other municipalities like to join in the summertime fun by organizing community celebrations and events, such as [carnivals](#), [parades](#), [outdoor basketball tournaments](#), and [music in the park](#).

While municipalities can sponsor such events, they do need to be mindful of the gift of public funds prohibition

contained in [article 8, section 7](#) of the Washington State Constitution:

No county, city, town or other municipal corporation shall hereafter give any money, or property, or loan its money, or credit to or in aid of any individual, association, company or corporation, except for the necessary support of the poor and infirm

Avoiding Gifts of Public Funds

When evaluating whether public expenditures on community events are impermissible gifts of public funds, the state auditor's office refers to and relies upon [Eating and Drinking at Public Expense](#), a 1987 memorandum written by former Senior Assistant Attorney General James Pharris, which still provides excellent guidance on this issue, even 30 years later.

As detailed in the memorandum, the following three factors determine the legality of a municipality's expenditure on a celebratory event: Does the event match the purposes/power of the jurisdiction, is it for a valid purpose, and what role does the jurisdiction play in the event?

Does the celebration match the powers and purposes of the municipality?

Cities and counties, as general governments with broad powers, can more appropriately sponsor community celebrations (such as parades and festivals) than smaller special purpose districts whose purposes are more focused and limited.

Is the celebration for a valid municipal purpose?

For example, valid municipal purposes could be strengthening a city's sense of community or celebrating a county's history.

Is the municipality the main sponsor or a cosponsor?

If a cosponsor, keep in mind that the municipality's sponsorship of the celebration cannot be in the form of a gratuitous contribution to a private organization. To protect against this, the municipality should enter into a contract with the other sponsor(s) detailing the terms of the cosponsorship, including funding, and distribution of duties and responsibilities for management and operation of the event.

Tips to Consider

To ensure your summer celebration goes off without a constitutional hitch, we recommend that your municipality take the following steps:

Step 1: Adopt a resolution about the celebration.

The resolution should describe the event's valid municipal purpose, and identify the municipality's role in the event. Here are a few good examples:

- [Kirkland resolution declaring the 4th of July celebration and tree lighting festival as official community events \(2013\)](#)
- [Des Moines resolution allowing use of city facilities and marketing opportunities to conduct Poverty Bay Wine Festival \(2014\)](#)
- [Gold Bar resolution authorizing certain activities in city parks and on public property for annual Gold Dust Days Festival \(2016\)](#)

Step 2: Invite the public.

Limiting attendance to just councilmembers and staff is really a private celebration, thus defeating the valid municipal purpose requirement.

Step 3: Kick your feet up and take it easy!

Your work resulted in a great event for your community. Time to celebrate!

Questions? Comments?

If you have questions about summer community celebrations, parades, or other local government issues, please use our [Ask MRSC form](#) or call us at (206) 625-1300 or (800) 933-6772. If you have comments about this blog post or other topics you would like us to write about, please [email me](#).

MRSC is a private nonprofit organization serving local governments in Washington State. Eligible government agencies in Washington State may use our free, one-on-one [Ask MRSC service](#) to get answers to legal, policy, or financial questions.

RESOLUTION R-5023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND DECLARING THE KIRKLAND 4TH OF JULY CELEBRATION AND THE KIRKLAND HOLIDAY TREE LIGHTING FESTIVAL AS OFFICIAL COMMUNITY EVENTS.

WHEREAS, the City recognizes and acknowledges the importance of public special events that serve to enrich the civic, charitable, cultural, economic, entertainment and other values of the community and that enhance community identity; and

WHEREAS, the City further recognizes that the limited economic, staff and other resources of the City require that the City provide City support only to those special events that uniquely promote and advance public objectives; and

WHEREAS, as defined in Kirkland Municipal Code Section 19.24.010, "Community Event" means a special event designated as such by the City Council which is intended primarily for Kirkland residents, is free of an admission charge, is organized by the City or a recognized Kirkland non-profit agency, and is intended to celebrate an important community holiday or tradition; and

WHEREAS, the City deems it appropriate to identify on an annual basis those Community Events which may receive City sponsorship and support; and


WHEREAS, the declaration of a public event as a Community Event may, at the sole discretion of the City, include provision of City resources.

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

Section 1. The Kirkland 4th of July Celebration and the Kirkland Holiday Tree Lighting Festival are hereby declared to be official Community Events.

Passed by majority vote of the Kirkland City Council in open meeting this 10th day of December, 2013.

Signed in authentication thereof this 10th day of December, 2013.


MAYOR

Attest:


City Clerk

TOWN OF YARROW POINT

RESOLUTION NO. 344

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YARROW POINT
AUTHORIZING THE MAYOR TO PROVIDE FUNDING TO THE YARROW POINT
COMMUNITY ASSOCIATION FOR THE 2019 FOURTH OF JULY CELEBRATION**

WHEREAS, the Town Council has determined that the 4th of July Celebration enhances the public welfare by fostering a sense of community enlivened by a multi-day community gathering that has operated since 1976; and

WHEREAS, the Town Council has further determined that supporting the celebration will promote the Town's resources and facilities to visitors attracted by the celebration, consistent with the provisions of RCW 35.21.700.

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

That the Mayor and Clerk-Treasurer are hereby authorized to contribute \$5,000 to the Yarrow Point Community Association for the 2019 Fourth of July Celebration.

Adopted by the Town Council of the Town of Yarrow Point this 11th day of June, 2019.



Richard Cahill, Mayor

ATTEST:

Bonnie Ritter, Clerk-Treasurer

Period	Date	Journal	Reference	Description	Amount
11/12	11/20/2012	CR	1000998.0001	Wetherill - Public Donation - Town of Hu	(2,000.00)
01/13	01/11/2013	CR	1001072.0001	Wetherill - Public Donation - Town Of Ya	(2,000.00)
11/13	11/15/2013	CR	1001354.0001	Wetherill - Public Donation - Town of Ya	(2,000.00)
11/13	11/18/2013	CR	1001359.0001	Wetherill - Public Donation - Town of Hu	(2,000.00)
12/13	12/20/2013	CR	1001415.0001	Wetherill - Public Donation - The Seattl	(500.00)
06/14	06/17/2014	CR	1001599.0001	Wetherill - Public Donation - Town of Ya	(2,000.00)
07/14	07/14/2014	CR	1001626.0001	Wetherill - Public Donation - Town of Hu	(2,000.00)
11/15	11/09/2015	CR	1002133.0001	Wetherill - Public Donation - Town of Hu	(2,000.00)
11/15	11/13/2015	CR	1002144.0001	Wetherill - Public Donation - Town of Ya	(5,000.00)
06/16	06/20/2016	CR	1002436.0001	Wetherill - Public Donation - Seattle Garden Club	(150.00)
10/16	10/27/2016	CR	4000063.0001	Wetherill - Public Donation - Wetherill Nature Preserve - YP	(5,000.00)
11/16	11/18/2016	CR	4000098.0001	Wetherill - Public Donation - Town of Hunts Point	(5,000.00)
08/17	08/09/2017	CR	1002698.0001	Wetherill - Public Donation - Town of Yarrow Point	(5,000.00)
08/17	08/10/2017	CR	1002700.0001	Wetherill - Public Donation - Town of Hunts Point	(5,000.00)
12/17	12/05/2017	CR	1002798.0001	Wetherill - Public Donation - Seattle Foundation	(500.00)
12/17	12/18/2017	CR	1002825.0001	Wetherill - Public Donation - City of Clyde Hill	(1,000.00)
12/17	12/19/2017	CR	1002846.0001	Wetherill - Public Donation - Grady and Nancy Cunningham	(200.00)
08/18	08/20/2018	CR	1003151.0001	Wetherill - Public Donation - Town of Yarrow Point	(5,000.00)
09/18	09/10/2018	CR	1003161.0001	Wetherill - Public Donation - Town of Hunts Point	(5,000.00)
12/18	12/10/2018	CR	1003287.0001	Wetherill - Public Donation - Seattle Foundation	(500.00)
06/19	06/17/2019	CR	1003533.0001	Wetherill - Public Donation - Seattle Garden Club	(100.00)
09/19	09/16/2019	CR	1003635.0001	Wetherill - Public Donation - Town of Hunts Point	(5,000.00)
09/19	09/18/2019	CR	1003639.0001	Wetherill - Public Donation - Town of Yarrow Point	(5,000.00)
12/19	12/16/2019	CR	1003785.0001	Wetherill - Public Donation - City of Clyde Hill	(1,000.00)
					62,950.00-

Transaction type: Actual