YARROW POINT
TOWN COUNCIL MEETING AGENDA
Tuesday, April 14, 2020
7:00 p.m. via conference call at:
206-485-3849 Conference ID: 944 220 744#

With the adoption of the Town's Proclamation of Local Emergency and issuance of the Governor's Stay-at-Home Proclamation and Open Public Meetings Guidance, Town Hall is closed to the public and Town Council meetings must be held by teleconference or online means. Accordingly, all Town Council regular and special meetings will be conducted by teleconference/online only. Members of the public may participate in those meetings by phone/online using the links and/or numbers above. However, no contemporaneous public comment will be accepted.

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mayor Dicker Cahill

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

APPEARANCES:
Due to remote conferencing there will be no contemporaneous public comments at the Council meeting. If residents or the public have questions, concerns or comments surrounding the COVID-19 (Coronavirus) pandemic, other Town business or issues, or the Council agenda, they may submit comments via email or regular mail to *depclerk@yarrowpoint.gov* to be included in the record. Comments or questions submitted may be addressed at the next scheduled regular Council meeting.

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

2. **CONSENT CALENDAR**

REGULAR BUSINESS:

3. **AB 20-11 – Essential repair of stormwater on 94th Ave. NE**

4. **Mayor's Report**

5. **ADJOURNMENT**

Business of The Town Council
Town of Yarrow Point, WA

Consent Calendar

April 14, 2020

Consent Calendar	**Proposed Council Action:** Approve Consent Calendar

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 document are included in this section:

- Payment Approval Report and Payroll Report: March

With keeping this packet printing to a minimum, the consultants' invoices are not included in this packet, and are included on the Payment Approval Report. If anyone wants to see the actual consultant's invoice, please contact Austen, and he will email you a copy.

Recommended Action:

Move To: Approve the Consent Calendar as presented including the Payment Approval Report dated 04/08/2020 approving payments as shown totaling **$150,731.35,** plus payroll, benefits, and tax expenses of **$27,466.04** as shown on the attached payroll & benefits report for a total of **$178,197.39.**

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Aguiar, Edson						
315	Aguiar, Edson	032020	Deep clean of Town Hall	03/20/2020	270.00	270.00
	Total Aguiar, Edson:				270.00	
Banner Bank						
700	Banner Bank	031820	Office Supplies	03/18/2020	417.47	
700	Banner Bank	031820	Plants, shrubs	03/18/2020	256.03	
700	Banner Bank	031820	AWS, Msft	03/18/2020	692.86	
700	Banner Bank	031820	Mayor meetings	03/18/2020	56.96	
700	Banner Bank	031820	Training - Clerk WFin Officers Assn.	03/18/2020	250.00	
700	Banner Bank	031820	Laptop for Clerk-Treasurer for remote ac	03/18/2020	1,610.35	
700	Banner Bank	031820	Constant Contact	03/18/2020	49.51	
700	Banner Bank	031820	Messenger to hearing examiner	03/18/2020	65.00	
700	Banner Bank	031820	Cell phones	03/18/2020	284.28	9,786.38
	Total Banner Bank:				3,682.46	
BERGEY, DAVID & MARIAN						
1032	BERGEY, DAVID & MARIA	032020	Misc. expenses for Wetherill	03/15/2020	464.05	
1032	BERGEY, DAVID & MARIA	1119	Fence Repair materials	04/08/2020	85.99	550.04
	Total BERGEY, DAVID & MARIAN:				550.04	
CASELLE, INC.						
1300	CASELLE, INC.	100943	Contract Support - April	03/01/2020	709.50	
1300	CASELLE, INC.	101531	Contract Support and Maikntenance - Ma	04/01/2020	709.50	4,197.50
	Total CASELLE, INC.:				1,419.00	
CITY OF CLYDE HILL						
10	CITY OF CLYDE HILL	031820	Police Contract - 1st Qtr.	03/18/2020	105,989.75	
10	CITY OF CLYDE HILL	031820	Criminal Justice - 1st Qtr 2020	03/18/2020	1,331.79	213,311.29
	Total CITY OF CLYDE HILL:				107,321.54	
CODE PUBLISHING						
108	CODE PUBLISHING	66282	Annual Web fees	04/06/2020	300.00	300.00
	Total CODE PUBLISHING:				300.00	
Comcast						
301	Comcast	55031420	Internet and fax line	03/14/2020	228.81	891.91
	Total Comcast:				228.81	
Comcast Business- VoiceEdge						
1374	Comcast Business- VoiceE	97947115	Town phones	03/15/2020	244.75	734.25
	Total Comcast Business- VoiceEdge:				244.75	
CRYSTAL AND SIERRA SPRINGS						
1046	CRYSTAL AND SIERRA S	031420	Town Hall Water Cooler	03/14/2020	55.01	163.54
	Total CRYSTAL AND SIERRA SPRINGS:				55.01	
DIGITAL REPROGRAPHICS						
256	DIGITAL REPROGRAPHIC	504125	March Council packets	03/05/2020	305.04	1,875.99

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Total DIGITAL REPROGRAPHICS:					305.04	
ELECTRONIC BUSINESS MACHINES, INC.						
303	ELECTRONIC BUSINESS	2020-03-17	Copier Contract	03/17/2020	274.30	274.30
Total ELECTRONIC BUSINESS MACHINES, INC.:					274.30	
Gail Craddock						
1435	Gail Craddock	03132020	Supplies for Playground Grant Opening	03/13/2020	942.02	942.02
Total Gail Craddock:					942.02	
Gaylynn Brien						
1151	Gaylynn Brien	210	Sales Tax reports	02/28/2020	50.00	
1151	Gaylynn Brien	221	Sales Tax reports	03/31/2020	50.00	150.00
Total Gaylynn Brien:					100.00	
ISOutsource						
1301	ISOutsource	CW237292	Scan Remediation and configure remote	03/15/2020	961.92	
1301	ISOutsource	CW238300	Monthly billing for April	04/03/2020	55.00	
1301	ISOutsource	CW238300	iVSAT Scan Remediation	04/03/2020	395.50	2,772.14
Total ISOutsource:					1,412.42	
KING COUNTY FINANCE						
600	KING COUNTY FINANCE	2123172	4th Quarter 2019 2% Liquor Profits & Ex	03/06/2020	70.99	
600	KING COUNTY FINANCE	2123374	Election Voters Pamphlets	03/09/2020	37.09	
600	KING COUNTY FINANCE	2123515	KC Aerials Project - 3 Orthogonal photos	03/13/2020	300.00	408.08
Total KING COUNTY FINANCE:					408.08	
King County Recorder's Office						
606	King County Recorder's Off	031720	Record Encroachment Agreement - 4419	03/17/2020	108.50	219.00
Total King County Recorder's Office:					108.50	
KIRKLAND MUNICIPAL COURT						
111	KIRKLAND MUNICIPAL C	FEB20YPT	Court Costs	03/16/2020	171.67	237.39
Total KIRKLAND MUNICIPAL COURT:					171.67	
MONA H. GREEN						
219	MONA H. GREEN	0320	Building permits	03/31/2020	371.25	
219	MONA H. GREEN	0320	Pre-applications	03/31/2020	641.25	
219	MONA H. GREEN	0320	SEPA, MDNS, notices	03/31/2020	405.00	
219	MONA H. GREEN	0320	Variances	03/31/2020	1,383.75	
219	MONA H. GREEN	0320	Miscellaneous	03/31/2020	776.25	12,926.25
Total MONA H. GREEN:					3,577.50	
MUNICIPAL PERMIT SERVICE, LLC						
350	MUNICIPAL PERMIT SER	0320	Code Enforcement	03/31/2020	126.72	
350	MUNICIPAL PERMIT SER	0320	Building Permit Inspections	03/31/2020	1,553.71	
350	MUNICIPAL PERMIT SER	0320	Mechanical/plumbing Permit Inspections	03/31/2020	548.51	
350	MUNICIPAL PERMIT SER	0320	Plan Reviews	03/31/2020	2,161.42	14,757.90

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
	Total MUNICIPAL PERMIT SERVICE, LLC:				4,390.36	
NORTHWEST CIVIL SOLUTIONS						
450	NORTHWEST CIVIL SOLU	0320	Building Permits	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	Plan Review	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	Preapplication Meeting	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	Right of Way	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	Site Development	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	41st Street Overlay	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	Comm Dev Admin	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	47th St Stormwater	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	42nd st Stormwater	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	95th Ave Stormwater Repair	03/31/2020	.00	
450	NORTHWEST CIVIL SOLU	0320	42nd-91st Stormwater Upsizing & UGC	03/31/2020	250.00	
450	NORTHWEST CIVIL SOLU	0320	Update Comp Stormwater Mgmt Plan	03/31/2020	156.25	
450	NORTHWEST CIVIL SOLU	0320	Pre-applications	03/31/2020	593.75	
450	NORTHWEST CIVIL SOLU	0320	Plan Review/Inspection - Site Developm	03/31/2020	812.50	
450	NORTHWEST CIVIL SOLU	0320	Permit Review/inspsection - ROW	03/31/2020	562.50	
450	NORTHWEST CIVIL SOLU	0320	General Administration	03/31/2020	687.50	17,437.50
	Total NORTHWEST CIVIL SOLUTIONS:				3,062.50	
Ogden Murphy Wallace						
1390	Ogden Murphy Wallace	05716	Clerk	03/10/2020	65.00	
1390	Ogden Murphy Wallace	05716	Council	03/10/2020	32.50	
1390	Ogden Murphy Wallace	05716	Land Use	03/10/2020	3,965.00	
1390	Ogden Murphy Wallace	05716	Comcast Franchise	03/10/2020	168.50	9,574.90
	Total Ogden Murphy Wallace:				4,231.00	
Overlake Golf and Country Club						
1354	Overlake Golf and Country	70711	Mayors' Breakfast	03/04/2020	410.61	410.61
	Total Overlake Golf and Country Club:				410.61	
Pace Engineers, INC.						
1152	Pace Engineers, INC.	74804	Stormwater Management Plan Update	03/11/2020	2,471.50	3,222.00
	Total Pace Engineers, INC.:				2,471.50	
PRO-VAC						
1379	PRO-VAC	64906	92nd to clean manhole	02/19/2020	1,677.50	3,553.00
	Total PRO-VAC:				1,677.50	
PUGET SOUND ENERGY						
604	PUGET SOUND ENERGY	0410	Town Hall	04/10/2020	263.06	
604	PUGET SOUND ENERGY	0410	Street lights	04/10/2020	766.35	3,157.74
	Total PUGET SOUND ENERGY:				1,029.41	
Rademaker, Will						
316	Rademaker, Will	030920	Reimburse for fence permit - withdrawn	03/09/2020	125.00	125.00
	Total Rademaker, Will:				125.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	YTD Payments
Riva, Greg						
1444	Riva, Greg	19-7966	Street Deposit Refund	03/19/2020	3,750.00	3,750.00
	Total Riva, Greg:				3,750.00	
SEA-TAC SWEEPING SERVICE						
46	SEA-TAC SWEEPING SE	51937	Street cleaning	03/23/2020	317.50	
46	SEA-TAC SWEEPING SE	51937	Street cleaning	03/23/2020	317.50	1,905.00
	Total SEA-TAC SWEEPING SERVICE:				635.00	
Sign Pros						
313	Sign Pros	149089B	Exit-Entrance signs for Town Hall - sandb	03/05/2020	321.75	2,126.30
	Total Sign Pros:				321.75	
Sound Law Center						
1280	Sound Law Center	2394	Variance Hearing - Price 19-8074	03/04/2020	1,257.50	
1280	Sound Law Center	2395	Variance Hearing - Smith 19-8042	03/04/2020	1,610.00	
1280	Sound Law Center	2396	Variance Hearing - 3208 CD, LLC 19-80	03/04/2020	345.00	
1280	Sound Law Center	2408	Variance Hearing - Tella 20-8105	04/02/2020	3,012.50	7,442.50
	Total Sound Law Center:				6,225.00	
State Department of Transportation						
280	State Department of Trans	9201	Gas for town truck - March	03/31/2020	142.94	
280	State Department of Trans	FB9109960620	Gas for town truck	12/31/2019	154.56	410.85
	Total State Department of Transportation:				297.50	
Stewart MacNichols Harmell, Inc., P.S.						
1384	Stewart MacNichols Harme	032020	Public Defender Services - February & M	04/08/2020	500.00	750.00
	Total Stewart MacNichols Harmell, Inc., P.S.:				500.00	
THE SEATTLE TIMES						
192	THE SEATTLE TIMES	937218	Variance and Shoreline Mgmt Sub Dev.N	03/12/2020	208.08	1,150.20
	Total THE SEATTLE TIMES:				208.08	
Washington State Dept of Retirement Syst						
9045	Washington State Dept of	1389003	OASI annnual administration fee	03/20/2020	25.00	25.00
	Total Washington State Dept of Retirement Syst:				25.00	
	Grand Totals:				150,731.35	

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

Certification of the Consent Calendar as presented including the Payment Approval Report dated 04/08/2020 approving payments as shown totaling $150,731.35, plus payroll, tax, and benefit expenses of $27,466.04, as shown on the attached payroll & tax and benefits report for a grand total of $178,197.39.

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: April 14, 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
03/31/2020	CDPT	03/23/2020	32020	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	825.21-
03/31/2020	CDPT	03/23/2020	32020	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,275.20-
03/31/2020	CDPT	03/23/2020	32020	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-
03/31/2020	CDPT	03/23/2020	32020	Association of Washington Cities	9	Health and Dental Insurance Visi	001-2200000	36.06-
03/31/2020	CDPT	03/23/2020	32021	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,415.78-
03/31/2020	CDPT	03/23/2020	32021	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,304.70-
03/31/2020	CDPT	03/23/2020	32022	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,281.62-
03/31/2020	CDPT	03/23/2020	32022	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,281.62-
03/31/2020	CDPT	03/23/2020	32022	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-
03/31/2020	CDPT	03/23/2020	32022	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	299.74-
03/31/2020	CDPT	03/23/2020	32022	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	4,084.15-
03/31/2020	PC	03/31/2020	1231162	Lovas, Istvan	9002		999-1010110	4,239.32-
03/31/2020	PC	03/31/2020	1231162	Wilcox, Austen	9037		999-1010110	3,337.84-
03/31/2020	PC	03/31/2020	1231162	Ritter, Bonnie	9041		999-1010110	5,187.73-
03/31/2020	PC	03/31/2020	1231162	Cahill, Richard	9030			
03/31/2020	CDPT	03/23/2020	8232017	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	308.89-
03/31/2020	CDPT	03/23/2020	8232017	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I	001-2200000	.04-
03/31/2020	CDPT	03/23/2020	8232017	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	41.34-
03/31/2020	CDPT	03/23/2020	8232017	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fa	001-2200000	82.69-
Grand Totals:			19					27,466.04-

Town of Yarrow Point
ACTIVITY REPORT

	2020 March	2020 February	2020 YTD
CRIMES AGAINST PERSONS			
Assault	0	0	0
Domestic Violence/Disturbance	0	1	1
Harassment	0	0	2
Order violation	0	0	0
Rape/sex offenses	0	0	0
Robbery	0	0	0
Other *(APS, CPS, civil, extortion, custodial interference)*	0	0	0
PROPERTY CRIMES			
Burglary	0	0	0
Fraud	0	0	0
MV Prowl	0	1	2
MV Theft	0	0	0
Theft	1	0	3
Other *(malicious mischief, arson, prowler, trespass, illegal dumping)*	0	0	1
ARRESTS			
Drug/alcohol	0	0	0
Warrants	0	1	1
Other	2	2	4
TRAFFIC ACTIVITY			
Citations	1	2	3
Infractions	4	6	12
Warnings	7	3	24
Traffic accidents	0	1	1
Traffic stops	12	7	31
OTHER			
Alarms	1	4	9
Complaints			
~Animal	0	0	0
~Fireworks	0	0	0
~Noise	0	0	0
~Parking	4	2	7
~Soliciting	0	1	1
Deaths	0	0	0
QA	2	2	8
Drug/alcohol	0	0	0
PUBLIC SERVICES			
Other Public Services *(officer on-view, follow up, walk through, community policing, fire assist, contacts, citizen assist, welfare check, order service, 911 hang ups)*	18	12	43

Town of Yarrow Point
March 2020

2020-1102	3/16/20	9000 BLK POINTS DR	DWLS 3rd	Lyon
Officer stopped a vehicle for a traffic violation. A records check showed that the driver did not have a valid license. Driver was arrested and cited for driving without a license and driving without insurance. Driver was released at the scene upon promise to appear. Case forwarded to the Prosecutor's Office.				
2020-1141	3/20/20	9200 BLK NE 37TH PL	DWLS 3rd	Lyon
Officer stopped a vehicle for a traffic violation. A records check showed that the driver did not have a valid license. Driver was arrested and cited for driving without a license. Driver was released at the scene upon promise to appear. Case forwarded to the Prosecutor's Office.				
2020-1166	3/24/20	9000 BLK NE 47TH ST	Theft	Humphreys
Officer was dispatched to a report of a theft of lawn equipment from an unsecured storage area. No suspect information. Report for informational/documentation purposes only.				
2020-1169	3/25/20	9000 BLK N3 36TH ST	Fire Assist	Stroble
Officer was dispatched to a report of cardiac arrest for an adult who had overdosed. Subject was unresponsive upon officer arrival. Bellevue Fire stabilized subject and transported them to the hospital.				

Issued Ticket Report Summary
Yarrow Point
3/1/2020 through 3/31/2020

Citations - Non-Traffic	0	Location

Citations - Traffic	1	Location
MV DWLS 3RD (DRIVE WHILE LICENSE SUSPENDED OR REVOKED)	1	9000 BLK POINTS DR

Infractions - Traffic	4	Location
MV OPERATE WITHOUT INSURANCE	1	9000 BLK POINTS DR
SPEED 11-15 MPH OVER LIMIT (40 OR UNDER)	1	8900 BLK POINTS DR
SPEED 16-20 MPH OVER LIMIT (40 OR UNDER)	1	8900 BLK POINTS DR
MV FAILURE TO RENEW REGISTRATION	1	9000 BLK POINTS DR

Infractions - Parking	0	Location

Town of Yarrow Point

Apr. 8, 2020

PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
4/08/20	Stormwater Management Plan Update	Stacia Schroeder

STATUS SUMMARY

PACE completed the 2019 SWMP draft update. As the Town Engineer, I completed my review on February 21st, 2020, and met with PACE the following Monday to discuss the findings. PACE is currently scheduled to publish the final draft on April 13th. Per the contract documents the Town will receive three (3) hard copies and a full PDF copy of the final plan (Volumes I & II). Once received, I will post the PDF copy to our Town's website for your review.

NOTE: The PACE council presentation was moved to May 12th.

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	100	February 2020	Town Engineer	Returned comments to PACE 2/24/20
SWMP Final Update - PACE	85	April 2020	Town Engineer	

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
SWMP Update (2019)	$80,000			
Jan 2019 –Mar 2019 Town Engineer Project Management		$14,812.50	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 – Mar 2019 Civil Engineering Consultant PACE Engineers, Inc.		$56,825.75	Yes	Contract Amt: $72,034.00
Total	$80,000	$71,638.25		

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS

1.) PACE's scheduled presentation to the Town Council was delayed until May 12, 2020.

Town of Yarrow Point

Apr. 8, 2020

PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
4/8/20	2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

STATUS SUMMARY

The 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project is underway! The Town received a final water main design from the City of Bellevue in mid-March and staff is currently working with PSE to update their underground conversion design.

In regards to the water main project, the City of Bellevue opened bids last Friday (4/3/20) and the low bidder was Kar Vel Construction. Abe Santos with COB anticipates the project will be awarded on May 18 with a Notice to Proceed on June 1st.

Due to the recent virus outbreak the City of Bellevue asked for our help so they can remain on schedule. Their specific questions were, "*Is it possible for the Town of Yarrow Point to assist us in notifying affected residents of our upcoming water main work and see if they have any concerns with:*

1) *Work occurring in their neighborhood while practicing safe social distancing between the contractors and between the contractors and the residents; and*

2) *shutting off water for a day on more than one occasion when we do the water tie ins?*

We do not have a schedule yet from the contractor but typically we would leave door hangars 48 hours prior to any water shutoff to notify residents and it will occur on different days (3 to 5 separate days) and last usually 4 to 6 hours each time."

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	1st 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) UGC Design (2019)	$30,000 $40,000			CIP S-1: Design CIP U-1: Design
Jan 2019 – Mar 2020 Town Engineer Project Management		$11,781.25	Yes	
Jan 2019 – Mar 2020 Civil Engineering Consultant Gray & Osborne, Inc.		$42,562.07	Yes	Contract Amt: $42,600.00
Evergreen Concrete Cutting:	$0	$2,043.00	No	Coring Pavement to determine depth
Total:	$70,000	$56,386.32		
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

CONCLUSIONS/NEXT STEPS

Business of The Town Council

Town of Yarrow Point, WA

Agenda Bill 20-11

April 14, 2020

Emergency Repair of Stormwater Main 42xx 94th Ave NE	**Proposed Council Action:** Accept bid from Iron Creek Construction

Presented by: Town Engineer – Stacia Schroeder

Exhibits: 200406_TYP_ICC Bid for 42xx 94th Emergency Stormwater Repair
200408_TYP_42xx 94th Stormwater Repair

Summary:

The annual clean and camera work for 2019 revealed two (2) large holes in the stormwater main on 94th Ave NE. The attached documentation shows both locations are on the east side of 94th Ave NE: one in front of 4230 and one in front of 4236.

Repairs to the stormwater main are deemed an essential activity and as such the Town reached out to Iron Creek Construction for an emergency repair estimate on 4/6/20 (see attached).

Recommended Action:

Approve emergency repair bid from Iron Creek Construction, LLC for the amount of $14,478.75 as presented.

Iron Creek Construction LLC

Lic. # IRONCCC874MN
22525 SE 64th Pl Suite 2228 Issaquah, WA 98027
Phone: (425) 557-5927 Fax: (425) 557-3605

CONTRACT PROPOSAL

Client:	Town of Yarrow Point	Project No:	20-08
Contact:	Stacia Schroeder	Date:	April 6, 2020
E-Mail:	sschroeder@yarrowpointwa.gov	Phone:	206-276-8922

We hereby submit specifications and estimates for: **94th AVE - Storm Pipe Repairs**

Scope of Work:	**Price:**
Storm Pipe Repairs at two locations (4230 94th AVE NE & 4236 94th AVE NE) Sawcut existing asphalt, remove asphalt excavate, expose 8" storm pipe damage, remove existing 8" RCP as needed for repair, install Romac couplers (RCP to PVC), install new 8" PVC pipe as required backfill with 5/8" CSTC and compact, pave repair sections with 1/2" HMA and AR4000 tar joints	$14,478.75
Subtotal	**$ 14,478.75**
Tax (10%)	**$ -**
Total	**$ 14,478.75**

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Fourteen Thousand Four Hundred Seventy Eight & 75/100's **Total Dollars $ 14,478.75**

Payments to be made as follows:

Deposit: A 25% deposit of total project estimate and a signed contract are required prior to commencement for work.

Progress Payment: Progress payments will be due upon completion of project milestones as defined by scope of work.

Final Payment: Final payment is due within 10 calendar days of project completion.

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alteration of derivation from above specifications involving extra costs will be executed only upon signed written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Final payment is due within 10 calendar days of project completion. If final payment has not yet been received within 30 calendar days of project completion contractor reserves the right to pursue legal action.

Authorized

Signature: _____

Note: This proposal may be withdrawn by Iron Creek Construction LLC if not accepted within 30 days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____
Contractor

Signature: _____
Owner

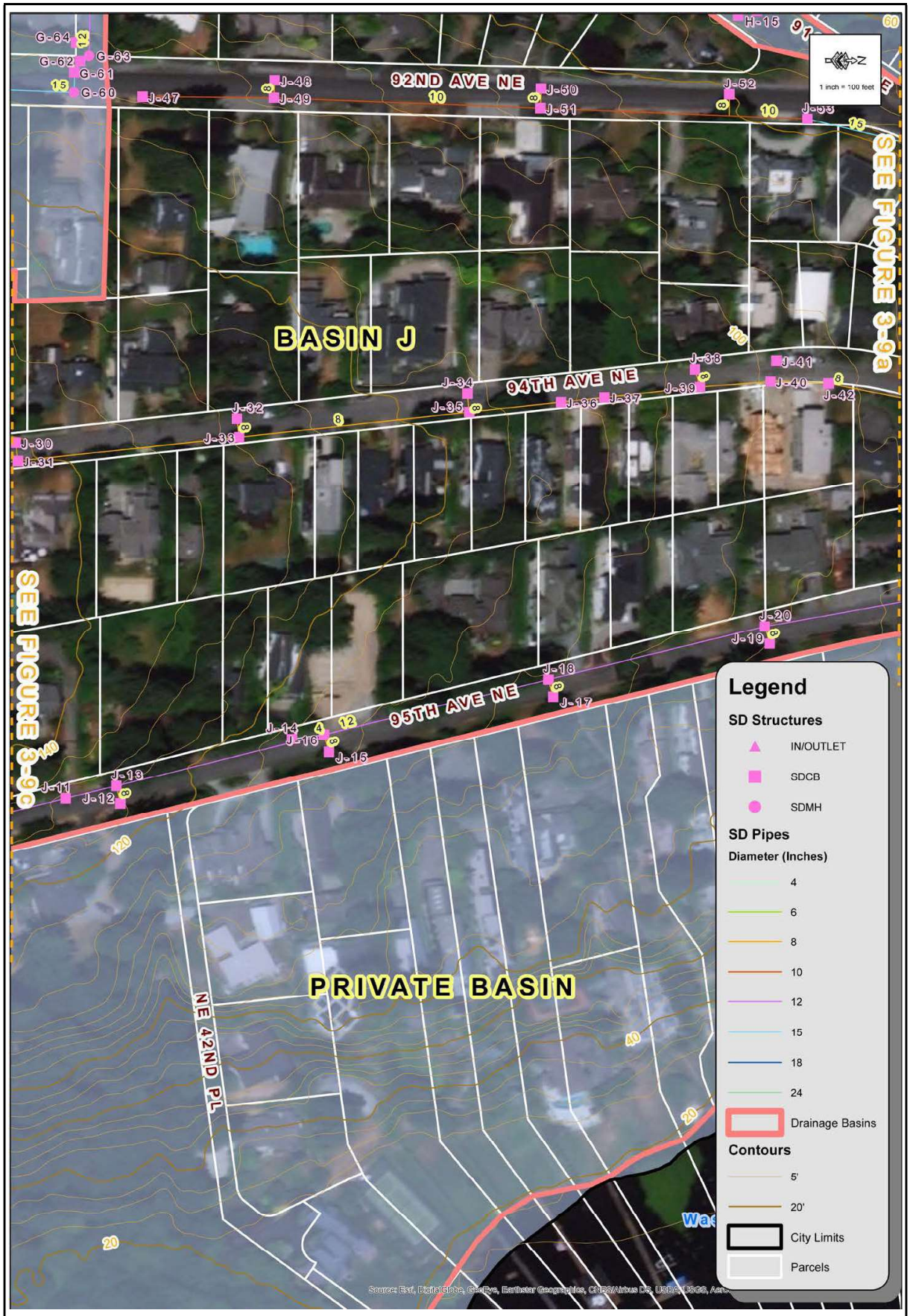


Figure 3-9b	Basin J	19357
		September 2019

! CB to CB.

Main Inspections

J-35 J-33.

Mainline ID: **J-33 J-35**	City: **Yarrow Point**	Address: **94th Ave NE**	Project name: **YARROW POINT-2019**
Upstream node: **J-33**	Downstream node: **J-35**	Start date/time: **10/28/2019 10:18 AM**	End date/time: **10/28/2019 10:41 AM**
Pipe shape: **Circular**	Pipe material: **Concrete**	Pipe height: **8.0 in.**	Pipe width:
Asset length:	Surveyed distance: **260.6 ft.**	Reason: **Assessment**	Work order no.:
Operator: **DENNIS MOFFITT**	Weather: **Dry**	Status: **Completed**	
Comments:			

Notes!
1.) runs downstream
2.)

Observations

Distance	Dir.	Length	From/To	Code	Modifier/Severity	Rating
0.0 ft.	D		/	Catch Basin		
0.0 ft.	D		/	Water Level	5%	
104.6 ft.	D		3 /	LATERAL-RIGHT		
123.1 ft.	D		/	MISC.OBSERVATION		
123.1 ft.	D		4 / 8	HOLE	LARGE	
123.1 ft.	D		4 / 8	Broken		
235.3 ft.	D		8 / 10	HOLE	VOID	
235.3 ft.	D		12 / 12	Broken (westside)	Void Visible - Large	
260.6 ft.	D		/	Catch Basin		

1" ø Grey conduit.
123-124' Broken
4230 94th

! 4236 94th
~~40' South of J-33~~

Notes!
~200 ft - heavy root cutting to 220 ft.

~4236 94th Ave NE.

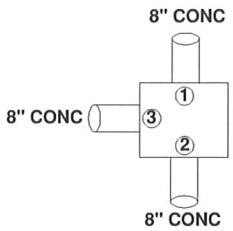
YARROW POINT DRAINAGE SYSTEM

DATE: July 26th, 2007
OBSERVER: Simon, Carry

BASIN: J
STRUCTURE NO. 1092

J-33

SKETCH STRUCTURE & PIPES



I.E. #1: 125.9
I.E. #2: 126.0
I.E. #3: 126.0
T.G.: 128.8

N↑

STRUCTURE TYPE (Circle)

A. Inlet

B. Rectangular — Grate X — Solid ____

C. Round 48" Dia. — Grate ____ — Solid ____

D. Other – Describe: 18" x 24"

STRUCTURE CONDITION (Circle)

A. Acceptable – No problems

B. Questionable – Observed Irregularities (frame and grate offset, full sump, leaks, loose brick, broken pipe, roots, etc.)

Comments:

Yarrow Point
WWW.CI.YARROW-POINT.WA.US

ESM Consulting Engineers LLC
20021 – 120th Ave NE STE 103
Bothell, WA 98011-8248
(425) 415-6144

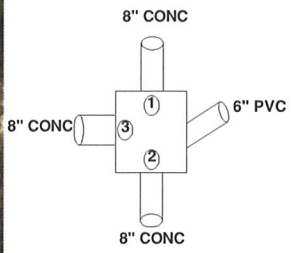
YARROW POINT DRAINAGE SYSTEM

DATE: July 26th, 2007
OBSERVER: Simon, Carry

BASIN: J
STRUCTURE NO. 1095

(J-35)

SKETCH STRUCTURE & PIPES



I.E. #1: 113.2
I.E. #2: 113.4
I.E. #3: 113.1
I.E. #4: 113.2
T.G.: 116.0

N↑

STRUCTURE TYPE (Circle)

A. Inlet

B. Rectangular — Grate X — Solid ____

C. Round 48" Dia. — Grate ____ — Solid ____

D. Other – Describe: 18" x 24"

STRUCTURE CONDITION (Circle)

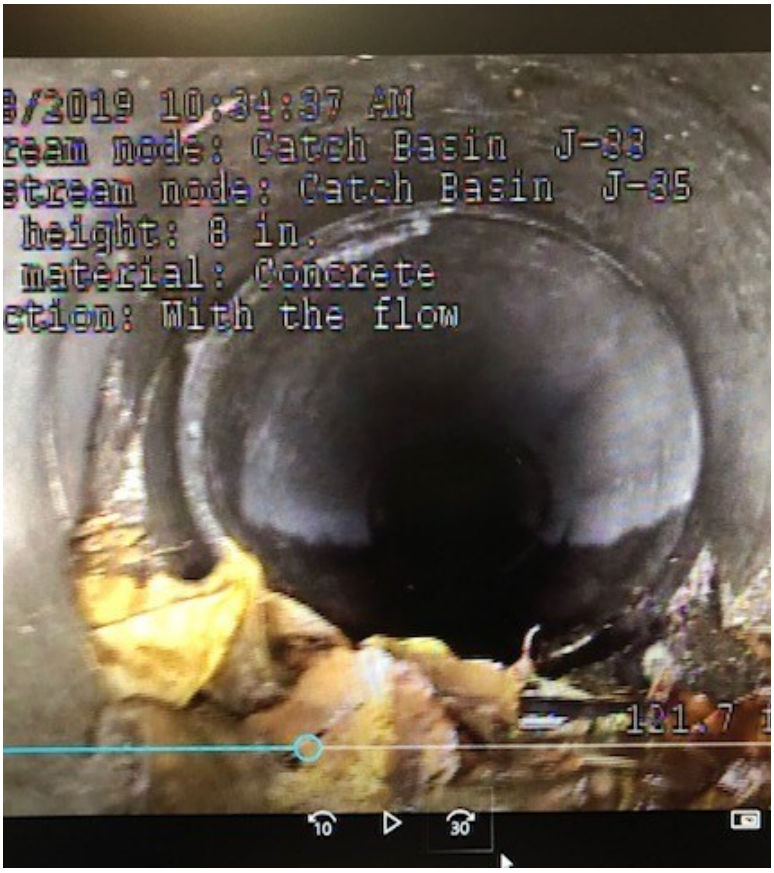
A. Acceptable – No problems

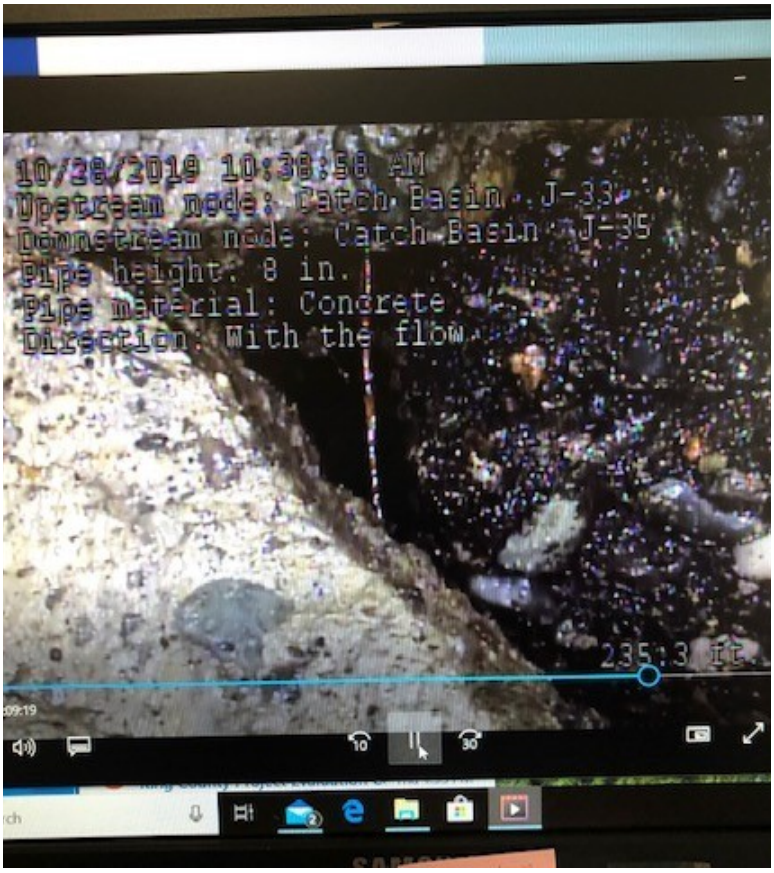
B. Questionable – Observed Irregularities (frame and grate offset, full sump, leaks, loose brick, broken pipe, roots, etc.)

Comments:

Yarrow Point
WWW.CI.YARROW-POINT.WA.US

ESM Consulting Engineers LLC
20021 – 120th Ave NE STE 103
Bothell, WA 98011-8248
(425) 415-6144


3/2019 10:34:37 AM
eam node: Catch Basin J-33
stream node: Catch Basin J-35
height: 8 in.
material: Concrete
ction: With the flow
121.7
10
30


10/28/2019 10:38:58 AM
Upstream node: Catch Basin J-33
Downstream node: Catch Basin J-35
Pipe height: 8 in.
Pipe material: Concrete
Direction: With the flow
235.3 ft