

**YARROW POINT
TOWN COUNCIL MEETING AGENDA
Tuesday, December 8, 2020
7:00 p.m. via conference call at:
206-485-3849 Conference ID: 998 026 233#**

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 outside of the public hearing process.

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.

The Mayor 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.

1. 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.

2. MINUTES

A. Minutes of regular meeting of November 10, 2020.

3. STAFF REPORTS

REGULAR BUSINESS:

4. AB 20-38 – Guilford Investments, LLC – Boundary Line Adjustment No. 20-8209, 8809 NE 34th St.
A. Public Hearing

5. AB 20-39 – 2018 Building Code Update for January 2021 Adoption

6. AB 20-40 – Parking Enforcement

7. AB 20-41 – PACE chosen to be Yarrow Point's 3-year on-call surveyor

- A. PACE Task Order No. 1 – NE 37th Street (\$7,500)
- B. PACE Task Order No. 2 – NE 36th Street (\$12,750)
- C. PACE Task Order No. 3 – 94th Ave NE (\$19,150)

8. AB 20-42 – Pavement Protection Draft Ordinance
9. AB 20-43 – Reappointments of (2) Park Commissioners
10. AB 20-44 – Mayor Pro Tem Appointment
11. MAYOR & COUNCIL REPORTS
12. ADJOURNMENT

*To subscribe to our email list, email Town Hall at: townhall@yarrowpointwa.gov
Town of Yarrow Point, 4030 95th Ave. NE, Yarrow Point, WA 98004
425-454-6994, townhall@ci.yarrow-point.wa.us*

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

Consent Calendar
December 8, 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 document are included in this section:

- Payment Approval Reports and Payroll Reports

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 12/03/2020 approving payments as shown totaling **\$ 37,142.09**, plus payroll, benefits, and tax expenses of **\$ 28,500.02** as shown on the attached payroll & benefits report for a total of **\$ 65,642.11**.

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Banner Bank					
700	Banner Bank	Office supplies	11/17/2020	170.75	
700	Banner Bank	Holiday tree lights	11/17/2020	1,834.58	
700	Banner Bank	ROW supplies	11/17/2020	99.18	
700	Banner Bank	Dropbox space expansion	11/17/2020	218.90	
700	Banner Bank	Amazon Web Service, etc.	11/17/2020	518.81	
700	Banner Bank	Cell phones	11/17/2020	325.18	
700	Banner Bank	Austen training	11/17/2020	100.00	
700	Banner Bank	Constant Contact	11/17/2020	77.00	28,760.66
Total Banner Bank:				3,344.40	
BERGEY, DAVID & MARIAN					
1032	BERGEY, DAVID & MARIA	Wetherill newsletter	12/03/2020	1,947.59	2,497.63
Total BERGEY, DAVID & MARIAN:				1,947.59	
CASELLE, INC.					
1300	CASELLE, INC.	Contract support and maintenance	11/01/2020	709.50	9,164.00
Total CASELLE, INC.:				709.50	
CODE PUBLISHING					
108	CODE PUBLISHING	Web Code Update	11/06/2020	161.25	597.75
Total CODE PUBLISHING:				161.25	
Comcast					
301	Comcast	Internet and fax line	11/14/2020	234.45	2,555.14
Total Comcast:				234.45	
Comcast Business- VoiceEdge					
1374	Comcast Business- VoiceE	Phone System	11/30/2020	252.82	2,718.50
Total Comcast Business- VoiceEdge:				252.82	
CRYSTAL AND SIERRA SPRINGS					
1046	CRYSTAL AND SIERRA S	Town hall water cooler	11/30/2020	54.82	634.81
Total CRYSTAL AND SIERRA SPRINGS:				54.82	
DIGITAL REPROGRAPHICS					
256	DIGITAL REPROGRAPHIC	November council packets and 4039 9th Plans	11/24/2020	373.81	4,503.38
Total DIGITAL REPROGRAPHICS:				373.81	
Earth Corps					
1303	Earth Corps	On-site visit for control and restoration	10/31/2020	4,290.00	12,354.10
Total Earth Corps:				4,290.00	
Gaylynn Brien					
1151	Gaylynn Brien	Sales Tax reports - Aug and Sept.	11/30/2020	100.00	550.00
Total Gaylynn Brien:				100.00	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Gray & Osborne, Inc. 9043	Gray & Osborne, Inc.	Engineering on 42nd-91st SW Upsizing and JGC Proj	11/09/2020	1,580.15	11,800.11
Total Gray & Osborne, Inc.:				1,580.15	
ISOutsource					
1301	ISOutsource	Balance due from previous invoice	09/15/2020	12.88	9,074.16
Total ISOutsource:				12.88	
JGM LANDSCAPE ARCHITECTS					
101	JGM LANDSCAPE ARCHI	Landscape architect for entry	11/18/2020	1,740.00	1,740.00
Total JGM LANDSCAPE ARCHITECTS:				1,740.00	
KING COUNTY OFFICE OF FINANCE					
24	KING COUNTY OFFICE O	Fee for agreement go Stormwater Biling	11/16/2020	343.93	343.93
Total KING COUNTY OFFICE OF FINANCE:				343.93	
KIRKLAND MUNICIPAL COURT					
111	KIRKLAND MUNICIPAL C	Court Costs	11/16/2020	66.46	1,389.29
Total KIRKLAND MUNICIPAL COURT:				66.46	
MONA H. GREEN					
219	MONA H. GREEN	Building Permits	11/30/2020	337.50	
219	MONA H. GREEN	Pre application meetings	11/30/2020	877.50	
219	MONA H. GREEN	Guilford BLA	11/30/2020	67.50	
219	MONA H. GREEN	Mechanical permits	11/30/2020	202.50	
219	MONA H. GREEN	General - misc.	11/30/2020	1,147.50	34,458.75
Total MONA H. GREEN:				2,632.50	
MUNICIPAL PERMIT SERVICE, LLC					
350	MUNICIPAL PERMIT SER	Building Permit Inspsections	11/30/2020	2,058.86	
350	MUNICIPAL PERMIT SER	Mechanical/Plumbing Permit Inspsections	11/30/2020	194.40	
350	MUNICIPAL PERMIT SER	Fence Permit Inspsections	11/30/2020	65.95	
350	MUNICIPAL PERMIT SER	Plan Review	11/30/2020	656.25	38,651.83
Total MUNICIPAL PERMIT SERVICE, LLC:				2,975.46	
NORTHWEST CIVIL SOLUTIONS					
450	NORTHWEST CIVIL SOLU	42nd-91st SW Upsizing and UGC Project	11/30/2020	1,531.25	
450	NORTHWEST CIVIL SOLU	CIP #1 NE 36th	11/30/2020	125.00	
450	NORTHWEST CIVIL SOLU	Pre applications	11/30/2020	750.00	
450	NORTHWEST CIVIL SOLU	BLA Review	11/30/2020	125.00	
450	NORTHWEST CIVIL SOLU	Plan Review Site Development	11/30/2020	1,000.00	
450	NORTHWEST CIVIL SOLU	Right of Way Permit review	11/30/2020	218.75	
450	NORTHWEST CIVIL SOLU	General Administration	11/30/2020	625.00	55,531.25
Total NORTHWEST CIVIL SOLUTIONS:				4,375.00	
Ogden Murphy Wallace					
1390	Ogden Murphy Wallace	Clerk	11/17/2020	1,140.00	
1390	Ogden Murphy Wallace	Review contract for 42nd St, call to Gray Osborne	11/17/2020	772.00	
1390	Ogden Murphy Wallace	Council	11/17/2020	1,007.50	
1390	Ogden Murphy Wallace	Land Use	11/17/2020	2,394.50	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
1390	Ogden Murphy Wallace	Mayor/Executive	11/17/2020	987.50	
1390	Ogden Murphy Wallace	Comcast Franchise	11/17/2020	65.00	50,430.15
Total Ogden Murphy Wallace:				6,366.50	
PUGET SOUND ENERGY					
604	PUGET SOUND ENERGY	Town Hall service	11/10/2020	252.42	
604	PUGET SOUND ENERGY	Street lights	11/10/2020	664.52	11,008.64
Total PUGET SOUND ENERGY:				916.94	
Richard B. Cahill					
1285	Richard B. Cahill	Lights for Holiday Tree on 92nd	11/13/2020	1,834.59	1,834.59
Total Richard B. Cahill:				1,834.59	
SEA-TAC SWEEPING SERVICE					
46	SEA-TAC SWEEPING SE	Street Cleaning	11/16/2020	437.50	
46	SEA-TAC SWEEPING SE	Street Cleaning	11/16/2020	437.50	7,225.00
Total SEA-TAC SWEEPING SERVICE:				875.00	
STATE TREASURER'S OFFICE					
601	STATE TREASURER'S OF	Pass through from Kirkland Court	11/30/2020	1,726.07	1,726.07
Total STATE TREASURER'S OFFICE:				1,726.07	
THE SEATTLE TIMES					
192	THE SEATTLE TIMES	Budget hearing notices	11/09/2020	97.92	
192	THE SEATTLE TIMES	Boundary Line Adj public hearing notice	11/09/2020	130.05	2,163.53
Total THE SEATTLE TIMES:				227.97	
Grand Totals:				37,142.09	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
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Certification of the Consent Calendar as presented including the Payment Approval Report dated 12/03/2020 approving payments as shown totaling \$37,142.09, plus payroll, tax, and benefit expenses of \$28,500.02; as shown on the attached payroll & tax and benefits report for a grand total of \$65,642.11.

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

Clerk/Treasurer: Bonnie Ritter _____

Dated: December 8, 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
11/30/2020	CDPT		0	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	43.01-
11/30/2020	CDPT		0	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	308.89-
11/30/2020	CDPT		0	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fa	001-2200000	86.04-
11/30/2020	PC	11/30/2020	112020	Lovas, Istvan	9002		999-1010110	4,277.85-
11/30/2020	PC	11/30/2020	112021	Wilcox, Austen	9037		999-1010110	3,464.55-
11/30/2020	PC	11/30/2020	112022	Ritter, Bonnie	9041		999-1010110	5,559.56-
11/30/2020	PC	11/30/2020	1120204	Cahill, Richard	9030			
11/30/2020	CDPT	11/19/2020	1120205	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	825.21-
11/30/2020	CDPT	11/19/2020	1120205	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,275.20-
11/30/2020	CDPT	11/19/2020	1120205	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-
11/30/2020	CDPT	11/19/2020	1120205	Association of Washington Cities	9	Health and Dental Insurance Visi	001-2200000	36.06-
11/30/2020	CDPT	11/19/2020	1120206	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,481.90-
11/30/2020	CDPT	11/19/2020	1120206	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,432.93-
11/30/2020	CDPT	11/19/2020	1120207	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,333.51-
11/30/2020	CDPT	11/19/2020	1120207	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,333.51-
11/30/2020	CDPT	11/19/2020	1120207	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	311.87-
11/30/2020	CDPT	11/19/2020	1120207	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	311.87-
11/30/2020	CDPT	11/19/2020	1120207	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	4,253.69-
Grand Totals:			15					28,500.02-

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING (TELECONFERENCE) MINUTES
November 10, 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 – Excused absence
Stephan Lagerholm
Steve Bush
Andy Valaas
Carl Scandella

Staff: Bonnie Ritter – Clerk-Treasurer
Austen Wilcox – Deputy Clerk
Stacia Schroeder – Town Engineer
Mona Green – Town Planner
Scott Missall – Town Attorney

Guests: Lt. Dawn Hanson – Clyde Hill Police

APPEARANCES:

None.

PUBLIC MEETING GUIDELINES

Attorney Missall presented 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.

1. CONSENT CALENDAR:

Mayor Cahill noted the following large expenditure items included in the October Consent Calendar:

- City of Bellevue Fire Services Protection Contract.
- Second half payment for sidewalk project.
- Pro-Vac storm drain cleaning.

MOTION: Councilmember Valaas moved to approve the Consent Calendar as presented including the Payment Approval Report dated 11/5/2020 approving payments as shown totaling \$213,172.31, plus payroll, benefits, and tax expenses of \$28,492.46 as shown on the attached payroll and benefits reports for a grand total of \$241,664.77. Councilmember Scandella seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

2. MINUTES

Minutes of regular meeting October 13, 2020.

MOTION: Councilmember Valaas moved to approve the regular meeting minutes of October 13, 2020 as amended. Councilmember Lagerholm seconded the motion.

VOTE: 3 For, 0 Against. Motion carried. *Councilmember Bush abstained as he was not present at the October 13, 2020 regular Council meeting.*

3. STAFF REPORTS:

A. Police Report

Lieutenant Dawn Hanson provided a police report of October activity noting that it was a quite month.

- Attempted fraud incident.
- Parking infraction. Mayor Cahill noted that ROW parking discussion will occur under Agenda Bill 20-37.

B. Engineer Report

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

Engineer Stacia Schroeder shared that the City of Bellevue water main project, including all paving and property restoration, is 100% complete. A pre-construction meeting has taken place with the awarded contractor and notice sent out to residents. We are still anticipating a Notice to Proceed of January 11th, 2021. The contract allows 135 working days to final completion; meaning the contractor has until July 22nd, 2021, to complete the project if no weather delays are allowed. The Town has been corresponding project updates with the associated residents.

NE 36th Street Status Report

Engineer Stacia Schroeder shared that the 2020 TOYP Stormwater Management Plan was published last May. In short, the new study incorporated known stormwater pipe alignments and sizes into the latest modeling software to identify and prioritize future capital improvement projects (CIPs) throughout the Town. A stormwater connection from 92nd Ave NE to NE 36th Street was identified as CIP #1. This project would divert flows along 92nd (south of NE 36th St) and Points Drive NE (east of the round-a-bout) to the storm system in NE 36th Street. As part of this project, several pieces of the NE 36th Street stormwater infrastructure (ie. Catch basins, broken pipes, and cross bores) will be addressed. Our current capital improvement plan includes this project as S-2 (\$25,000 for design in 2021), S-3 (\$184,000 for construction in 2022), and T-3 (\$85,000 for full grind and overlay in 2022). There is no power, phone, cable conversion associated with this project.

C. Planner Report

Town Planner Mona Green gave a report on the following topics:

- The Planning Commission is currently discussing significant trees and types of mitigation trees. The Commission is reviewing Town Arborist input.
- Community Development projects in review.

REGULAR BUSINESS:

4. AB 20-36: Final Budget

A. Public Hearing

B. Adopt Ordinance No. 707: Adopt Ordinance No. 707: An Ordinance of the Town of Yarrow Point, Washington adopting the Budget for Fiscal Year 2021 and Setting Forth in Summary Form the Total of Estimated Revenues and Expenditures for Each Separate Fund and the Aggregate Totals for All Such Funds Combined; and Establishing an Effective Date.

A public hearing is required to give citizens an opportunity to be heard with reference to the 2021 final budget. Publication and posting of the public hearing have been done in compliance with state law.

Clerk-Treasurer Bonnie Ritter gave an overview of the updates to the budget since the Council preliminary review of it at their October regular meeting. She also noted that \$10,000 will be added to the General Fund for drug awareness.

Mayor Cahill opened the public hearing at 7:23PM, and upon hearing no comments, closed the public hearing at 7:24PM.

MOTION: Councilmember Valaas moved to adopt Ordinance No. 707: An Ordinance of the Town of Yarrow Point, Washington adopting the Budget for Fiscal Year 2021 and Setting Forth in Summary Form the Total of Estimated Revenues and Expenditures for Each Separate Fund and the Aggregate Totals for All Such Funds Combined; and Establishing an Effective Date. Councilmember Scandella seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

5. AB 20-37: ROW Parking Location Improvements

Mayor Cahill reported that parking along 94th & 95th has long been an issue and he has setup a task force for 2021 hoping to get community involvement to help address it. Some residents have also been commenting to the Town that ROW parking is an issue. Mayor Cahill has directed CHPD to issue warnings and tickets for vehicles illegally parked. Town staff has identified ROW areas along 94th and 95th that can be improved for better parking and have contacted several residents to request their permission to remove the lawn in the ROW and replace with gravel. The Public Works Coordinator was directed to trim branches and foliage back in identified ROW areas to maintain these parking locations. The Mayor has allocated \$40k in the ROW budget for this project. Iron Creek Construction provided a contract proposal to complete the work

The Council reviewed a map highlighting particular ROW parking areas that could be improved.

The following aspects were discussed:

- Objective to create additional parking in ROW along streets where it is tight.
- Coordinate with CHPD for enforcement procedure; warning, then ticket.
- Education to residents on parking 8' off the center of the roadway, or, encourage to park on their property.
- The Town is looking for residents to agree for the Town to make improvements for ROW parking in front of their properties.
- Encroachment agreements and whether the Town should eliminate them. Encroachment agreements allowing landscaping in the ROW prevents parking.
- The option to reclaim Town ROW.

The Council discussed the contract proposal from Iron Creek Construction to improve specified ROW parking locations.

The Council will revisit the topic for further discussion at their next regular meeting.

6. MAYOR AND COUNCIL REPORTS:

Mayor:

- Drug Awareness: As a follow up to funds allocated to drug awareness, Mayor Cahill contacted Joyce Nichols, Director of Intergovernmental Relations, at City of Bellevue who is exploring how the Citizen Advocates for Referral and Education Services (CARES) Program could be used. The topic was discussed in depth at the latest Mayor's breakfast meeting. Council discussed drug issues and ways the Town can be involved to take prevention measures. Mayor Cahill will continue to work on this issue. Mayor Cahill noted that \$10,000 will be added to the General Fund for drug awareness.
- Flock License Plate Camera Footage: Mayor Cahill discussed a recent traffic accident on the 92nd Ave NE lid. He contacted Washington State Patrol (WSP) to see if they needed our footage from the license plate reader cameras. He stated that WSP did not ask for the footage however our bylaws do allow the Town to provide the footage to them.
- Interest Rates Through Banner Bank: Mayor Cahill is pursuing the possibility of financing half of the Town's underground project as a consideration basis.
- Back up & retention system research: Councilmember Bush is researching alternatives.
- Replacement tree on Town ROW 95th Ave NE: A tree was inadvertently damaged by poor construction practices and deemed for removal. Mayor and staff have identified its replacement as a condition to meet final inspection with the contractor for the related project who damaged the original tree.

- Street restoration policy: Town legal staff will prepare a draft for the December Council packet.
- Short Plat 55 stormwater upgrades: Letters were sent out to residents on Short Plat 55 discussing options regarding the need for drainage redesign. Mayor will ask the Town Engineer for a revised timeline.
- Ongoing maintenance to Town Hall: Next year, the Town will get a quote to have new stain applied to the exterior of Town Hall.
- Holiday lights on significant tree located on NE 37th & 92nd: As a bright way to lift up spirits during COVID-19, Mayor Cahill would like to light up the significant tree that straddles Town ROW and private property located at intersection of NE 37th Pl and 92nd Ave NE. He noted that the private property owner gave full endorsement to light up the tree. The cost would be \$10,000. He would like the Town to fund half and receive donations to cover the other half, otherwise, he stated that he will personally cover the remaining portion. The Council discussed and agreed to the opportunity.

Councilmember Bush:

- Update request on the Town's snowstorm preparedness: Deputy Clerk Wilcox responded that the Town is stocked up on salt and the Public Works Department will be performing a test operation of the plow.
- COVID-19 cases spiking in King County: Councilmember Bush referenced the rise of COVID-19 cases rising in King County and asked if there is anything additional the Town should be doing considering it. Mayor Cahill responded stating that he reached out to the insurance industry and learned that many of the cases are happening in southern King County and that the Town is ultimately following the Governor's mandates.

7. ADJOURNMENT:

MOTION: Councilmember Bush moved to adjourn the meeting at 9:04 pm. Councilmember Valaas seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

APPROVED:

ATTEST:

Dicker Cahill, Mayor

Bonnie Ritter, Clerk-Treasurer

STAFF REPORTS

1. Engineer Reports
 - A. NE 36th Street Status Report NE 36th Street Status Report
 - B. NE 42nd St Status Report
2. Police Reports for November (not available at time of agenda packet preparation)
3. Fire/EMS Reports: November (not available at time of agenda packet preparation)
4. Commission Minutes
November 16, 2020 Planning Commission



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
12/8/20	2022 NE 36 th Stormwater Project	Stacia Schroeder

STATUS SUMMARY

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

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

Our current capital improvement plan includes this project as S-2 (\$25,000 for design in 2021), S-3 (\$184,000 for construction in 2022), and T-3 (\$85,000 for full grind and overlay in 2022). There is no power, phone, cable conversion associated with this project.

The next step is to obtain a base survey for design. PACE Engineers is the Town’s 3-year On-Call Surveyor. Task Order No. 2 (\$12,750.00) will provide the base information necessary for design.

PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Survey	0	January 2021	Town Engineer	NOTE: PACE is TYP’s 3-yr On-call Surveyor
Design	0	May 2021	Town Engineer	
Bid	0	September 2021	Town Engineer	

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Jan 2021 – Town Engineer Design	\$12,250	\$125.00		CIP S-2: Design \$25,000
Jan 2021 – PACE Surveying Consultant Task Order No. 2	\$12,750	\$0		

	Total:	\$25,000	\$125.00		
Jan. 2022 -- TBD	\$0	\$0			CIP S-3 & T-3: Construction \$269,000
Jan. 2022 - Town Engineer Project Management	\$0	\$0			

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS



PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
12/8/20	2019 NE 42 nd Street/ 91 st Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

STATUS SUMMARY

The pre-construction meeting, including town staff, Gray & Osborne, the Contractor, and all utility purveyors, was held on November 5th, 2020, via Microsoft Teams. We are continuing coordination efforts with affected residents in regards to vegetation removal/ pruning, private underground conversion work required to meet the new system, and general project status and timing.

Notices were sent out to affected residents via USPS on October 29, 2020, and the Town Attorney was consulted on legal questions related to official noticing to meet state guidelines for overhead to underground conversions. A second round of notices will be sent out right after the first of the year.

We are still anticipating a Notice to Proceed of January 11th, 2021. The contract allows 135 working days to final completion; meaning the contractor has until July 22nd, 2021, to complete the project if no weather delays are encountered.

PROJECT OVERVIEW

TASK	% DONE	TARGET DUE DATE	LEAD	NOTES
Bidding	100	October 2020	Gray & Osborne Town Engineer	Ad date 9/16 and 9/23 Bids Due 9/30
Award	100	October 2020	Town Engineer	October 2020
Construction	0	July 2021	Gray & Osborne Town Engineer	Delay start until January 11, 2021; G&O – survey staking
Project Close Out	0	July 2021	Town Engineer	

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 – Oct. 2020 Town Engineer Project Management		\$19,718.75		Task Completed: 10/13/20; Change to Construction Management
Jan 2019 – Oct. 2020 Civil Engineering Consultant Gray & Osborne, Inc.	\$42,600 \$9,700	\$52,300.00		

Evergreen Concrete Cutting:	\$0	\$2,043.00		Coring Pavement to determine depth
Total:	\$70,000	\$74,061.75		
Jan. 2021 - Jan. 2021 - PGH Excavating, Inc. (Stormwater & UGC)	\$854,655.50	\$0		CIP S-1 & U-1
Oct. 2020 - Nov. 2020 Town Engineer Project Management	\$40,000	\$2,312.50	Yes	
Oct. 2020 - Nov. 2020 Civil Engineering Consultant Gray & Osborne, Inc.	\$87,500	\$1,580.15	Yes	

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS

**TOWN OF YARROW POINT
PLANNING COMMISSION (TELECONFERENCE) MEETING MINUTES
November 16, 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 7:01pm

PRESENT:

Chairman: Carl Hellings
Commissioners: Trevor Dash
Chuck Hirsch – Absent
Amy Pellegrini – Excused absence
Jennifer Whittier

Staff: Austen Wilcox – Town Deputy Clerk
Mona Green – Town Planner
Stacia Schroeder – Town Engineer

Guests: Kyle Guilford – Resident
Debbie Prudden - Resident
Lee Nyquist – Goldsmith Engineering
Dan Wickline – PBW Architects
Shawn Kemna – PBW Architects

MINUTES:

Minutes of regular meeting October 16, 2020

MOTION: Commissioner Dash moved to approve the minutes of the October 19, 2020 regular meeting as presented. Commissioner Hellings seconded the motion.

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

APPEARANCES:

Staff noted that there were no written in submissions for the October meeting.

STAFF REPORTS:

Town staff gave a report of the October 16 Council meeting.

Town Planner Mona Green noted that she gave a report to Council of the Commission's latest tree code discussions.

Deputy Clerk Wilcox gave a report on the following items from the October Council meeting:

- Passed Ordinance No. 707 adopting the budget for Fiscal Year 2021.

- Discussed improving ROW Parking Locations. Parking along 94th & 95th has long been an issue and Mayor Cahill has setup a task force for 2021 hoping to get community involvement to help address it. He has directed CHPD to issue warnings and tickets for vehicles illegally parked.

REGULAR BUSINESS:

PCAB 20-07 Guilford Investments, LLC – Boundary Line Adjustment No. 20-8209, 8809 NE 34th St., Seeking Recommendation for Town Council discussion.

Town Planner Mona Green and Town Engineer Stacia Schroeder discussed a boundary line adjustment application from Mr. Guilford concerning his property at 8809 NE 34th Street. The required pre-application conference was held on October 8, 2020.

Mr. Guilford currently owns two (2) separate, but adjacent parcels at the western end of NE 34th Street. In the existing condition Lot 1 (15,003sf) is the western waterfront parcel while Lot 2 (16,385sf) is the adjacent eastern parcel. A Boundary Line Adjustment involving these same two (2) lots was approved in December 2019. By way of this boundary line adjustment application, Mr. Guilford is proposing to expand the square footage of the waterfront lot to accommodate a new single-family residence.

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

MOTION: Commissioner Dash moved to recommend the approval of BLA 20-8209 to the Town Council at their December 14, 2020 regular Council meeting. Commissioner Whittier seconded the motion.

VOTE: 2 For, 0 Against, 1 Abstain. Motion carried.
Planning Commission Chairman Hellings abstained.

PCAB 20-08 Private Property Tree Code – Continued discussion; topic limited to Town Arborist comments and research relating to mitigation trees and species.

Following the October 19, 2020 Planning Commission meeting, Town Planner Mona Green contacted the Town Arborist regarding the questions raised by Planning Commissioners. The Commission reviewed the email correspondence.

The Commission discussed:

- Protection of deciduous trees
- Fruit trees
- Overall goal to maintain character of the Town
- Mitigation trees and sizes
- Hunts Point regulations for mitigation trees

The Commission agreed on the following aspects:

- A significant tree is any species that has an 18” diameter measured at 4.5’ above the ground (DBH – “Diameter Breast Height”). This size was agreed upon as it is representative of the initial concern among town residents regarding removal of large trees.
- Mitigation trees would be a 1:1 replacement: The Commission is putting on hold discussion regarding lots that are heavily treed already.
- Mitigation tree size replacement for an Evergreen would be 10’ tall, deciduous 3” caliper.
- Type of tree for mitigation would be type of tree that eventually could grow into a significant size.

The next item the Commission will discuss will be cases where residents who feel they should be exempt from a 1:1 replacement due to having a large number of trees already present on their property. Commissioner Dash volunteered to research and present a proposal at the December 14 meeting on this issue.

The Commission discussed lot sizes compared to tree percentages. Town Planner Green recommended they review the Town of Beaux Arts Code prescribing a certain tree density per square footage of lot size.

The Commission discussed the issue of root systems affecting adjoining neighbors’ properties.

ADJOURNMENT:

MOTION: Commissioner Dash moved to adjourn the meeting at 8:13pm. Commissioner Whittier seconded the motion.

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

APPROVED:

ATTEST:

Carl Hellings, Chairman

Austen Wilcox, Deputy Clerk

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

Agenda Bill 20-38
December 8, 2020

Guilford Investments, LLC – Boundary Line Adjustment No. 20-8209, 8809 NE 34th St.	Proposed Council Action: For Approval.
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Presented by:	Town Engineer Stacia Schroeder
Exhibits:	<ol style="list-style-type: none">1. Town Engineer Report2. BLA Site Plans3. BLA Improvement Plant4. Itemized Costs of Plat Improvements

Summary:

Mr. Guilford owns two (2) separate, but adjacent parcels at the western end of NE 34th Street. In the existing condition Lot 1 (15,003sf) is the western waterfront parcel while Lot 2 (16,385sf) is the adjacent eastern parcel. A Boundary Line Adjustment involving these same two (2) lots was approved in December 2019. By way of this boundary line adjustment application, Mr. Guilford is proposing to expand the square footage of the waterfront lot to accommodate a new single-family residence.

The Town determined the application to be complete on October 21, 2020. Boundary Line Adjustment #20-8209 is the only project permit included in the application.

The Planning Commission and staff have reviewed the application and determined it is consistent with the Yarrow Point Municipal Code. Staff and the Planning Commission have recommended approval of BLA #20-8209 to the Town Council.

Recommended Action:

For Approval.

Memorandum

To: Yarrow Point Planning Commission
From: Stacia Schroeder, PE
Town Engineer
Date: October 21, 2020
Re: Boundary Line Adjustment (BLA) No. 74
8809 NE 34th Street – Kyle Guilford

Yarrow Point Municipal Code (YPMC) Title 16 – Subdivisions

Chapter 16.04 General Provisions:

YPMC 16.04.050 Regulation of Land Development

No person, firm or corporation may alter or revise the boundary lines of any property or partition or divide for separate ownership or offer to sell or enter into a contract for the sale of any land until the town council has given final approval of the revised boundary lines or property division.

YPMC 16.04.060 Processing Applications

Upon receipt of an application for preliminary plat, short subdivision, or boundary line adjustment, town staff will review and notice the application in accordance with regulatory reform. Once the application is determined to be complete, the project proposal will be scheduled for a public meeting before the planning commission and a public hearing before the town council. At a public meeting, the planning commission will review the proposal and forward a recommendation of approval, conditional approval, or denial of the project to the town council. Upon receipt of a recommendation from the planning commission, the town council will hold an open record public hearing to hear public testimony and take one of the following actions: approve the application, conditionally approve the application, continue the hearing, or deny the application.

YPMC 16.04.080 Enforcing Authority

The town planning commission is designated and assigned the administrative and coordinating responsibilities contained in this title for the recommendation for approval or disapproval of subdivisions, short subdivisions, dedications and boundary line adjustments to the town council for approval or disapproval.

Discussion:

The Town of Yarrow Point received a boundary line adjustment application from Mr. Guilford concerning his property at 8809 NE 34th Street on October 13, 2020. The required pre-application conference was held on October 8, 2020.

Mr. Guilford currently owns two (2) separate, but adjacent parcels at the western end of NE 34th Street. In the existing condition Lot 1 (15,003sf) is the western waterfront parcel while Lot 2 (16,385sf) is the adjacent eastern parcel. A Boundary Line Adjustment involving these same two (2) lots was approved in December 2019. By way of this boundary line adjustment application, Mr.

Guilford is proposing to expand the square footage of the waterfront lot to accommodate a new single-family residence.

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

Findings:

The proposal submitted by Mr. Guilford is a request for a boundary line adjustment of the separate, but adjacent properties under common ownership at 8009 NE 34th Street (KC Parcel No.'s 192505-9021 and 192505-9076). Following are staff's findings related to BLA No. 74:

- 1.) A Pre-Application Conference between the applicant and Town staff took place on October 8, 2020 at 10:00am (YPMC 16.32.020).
- 2.) A Boundary Line Adjustment Application, including the applicable fee, was submitted to the Town on October 13, 2020 (YPMC 16.04.070 and Resolution 346).
- 3.) All Preliminary Plat Requirements were met (YPMC 16.32.030 and 16.12).

NOTE: The applicant was required to update the approved preliminary plat that illustrates:

- a. **Applicable design requirements in YPMC 16.16 including:**
 - i. **YPMC 16.16.030 Driveway Easements or Direct-ownership Driveways: 15-ft minimum width**
 - ii. **YPMC 16.16.040 Lot Design**
 - b. **Applicable improvements in YPMC 16.20 including:**
 - i. **YPMC 16.20.090 Installation of Improvements**
 - c. **All requirements in the YPMC 16.24 Final Plat Requirements:**
- 4.) The application as submitted complies with the YPMC Title 17 – Zoning (YPMC 16.32.050).
 - a. YPMC 17.12.025 – Primary Uses. Each of the two lots will have one (1) single-family dwelling unit.
 - b. YPMC 17.16.010(B) – Lot Area. Each of the two lots will exceed the minimum lot size (15,000 sf) for R-15 zoning.
 - c. YPMC 17.16.020 – Structure Area. The existing house to remain does not exceed 30% of the proposed lot area.
 - d. YPMC 17.16.030 – Structure Height. The existing house to remain does not exceed 25 feet above original grade or 31 feet above finished grade.
 - e. YPMC 17.16.040 – Setback Requirements.
 - i. The existing house to remain does not intrude into the proposed setback lines.
 - ii. All proposed setback lines conform to the zoning code.
 - f. YPMC 17.16.050 – Impervious Area. The existing impervious surfaces to remain do not exceed 60% of the proposed lot area.
 - g. YPMC 17.16.060 – Building Site Requirements.
 - i. The building sites have access to a public street by means of a private lane.
 - ii. Both proposed lots meet the area requirement of YPMC 17.16.010.

- 5.) Sewer, water, and power are available for the existing single-family home to remain on the eastern lot. Prior to final plat, stormwater will be provided for with a direct connection to the nearby public storm sewer main (YPMC 16.12.030(F)(7)).
- 6.) Utilities for the western lot are available directly adjacent to the site. Installation of individual services lines for water, sewer, and power shall be completed prior to final plat approval or addressed according to YPMC 16.20.090 (A) or (C). Stormwater can directly discharge to Lake Washington.
- 7.) An Availability of Water Service from the City of Bellevue was received for the additional building lot in 2019 (YPMC 16.12.030(G)).
- 8.) An Availability of Sanitary Sewer Service from the City of Bellevue was received for the additional building lot in 2019 (YPMC 16.12.030(H)).
- 9.) Prior to receiving final approval for the boundary line adjustment the applicant must complete all the necessary improvements, or provide the Town with a construction bond or set-aside account, all in accordance with Section 16.20.090. NOTE: The Town of Yarrow Point maintains an assignment of savings account (\$50,491.38), originally provided in 2019, to guarantee completion of these infrastructure improvements.
- 10.) NOTE: A new pagoda will be required as part of the building permit application for a new single-family residence on the proposed vacant parcel. All new pagoda additions or modifications are subject to review in accordance with the pagoda construction standards and specifications policy as adopted by the Town (YPMC 12.31.010). The addition of 1 new mailbox shall require the construction and installation of a new pagoda capable of providing spaces for 11 mailboxes. The existing pagoda shall be removed under the supervision of the Town Engineer and returned to Town Hall – 4030 95th Ave NE.

Recommendation:

Boundary Line Adjustment (BLA) No. 74 meets all the requirements of the YPMC, Titles 16 and 17. Based on all materials submitted, staff recommends approval with the following conditions:

- Individual utility service stubs including sewer, water, and power for the western lot (Lot 1) are installed or otherwise addressed according to YPMC 16.20.090.
- A new stormwater connection is installed for the eastern lot (Lot 2) as shown on the preliminary plat.
- The applicant shall be responsible for creating a final boundary line adjustment which meets the requirements in the YPMC Chapter 16.24.
- The final boundary line adjustment original drawing shall be submitted by the applicant to the King County Department of Records for official recording. NOTE: The applicant is responsible for all fees incurred and shall return the original document along with the recording number to the Town of Yarrow Point.



**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ____**

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

VOL./PAGE

DECLARATION

KNOWN ALL MEN BY THESE HERE PRESENTS THAT WE THE UNDERSIGNED OWNER(S) OF THE LAND HEREIN DESCRIBED DO HEREBY MAKE A BOUNDARY LINE ADJUSTMENT THEREOF PURSUANT TO RCW 58.17.040 AND DECLARE THIS SAID ADJUSTMENT TO BE THE GRAPHIC REPRESENTATION OF THE SAME, AND THAT SAID ADJUSTMENT IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE OWNER(S) IN WITNESS WE HAVE SET OUR HANDS AND SEALS.

.....
GUILFORD INVESTMENT LLC DATE

ACKNOWLEDGMENT

STATE OF WASHINGTON)
) SS
COUNTY OF KING)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT SIGNED THIS DEDICATION AND ON OATH STATED THAT (HE/SHE) WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE OF GUILFORD INVESTMENT LLC TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

GIVEN UNDER MY HAND AND OFFICIAL SEAL
THISDAY OF, 20.....

.....
NOTARY PUBLIC IN AND FOR
THE STATE OF WASHINGTON
MY COMMISSION EXPIRES:
.....

APPROVALS

TOWN ENGINEER'S CERTIFICATE

EXAMINED AND APPROVED THIS DAY OF, 20.....

.....
ENGINEER, TOWN OF YARROW POINT DATE

CERTIFICATE OF PLANNING COMMISSION

I HEREBY CERTIFY THAT THIS BOUNDARY LINE ADJUSTMENT IS DULY APPROVED BY THE TOWN OF YARROW POINT PLANNING COMMISSION THIS DAY OF, 20.....

.....
CHAIRPERSON DATE

CERTIFICATE OF TOWN COUNCIL

I HEREBY CERTIFY THAT THIS BOUNDARY LINE ADJUSTMENT IS DULY APPROVED BY THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF YARROW POINT THIS DAY OF, 20....., SUBJECT TO RECORDING IN THE OFFICE OF THE KING COUNTY DEPARTMENT OF RECORDS AND ELECTIONS WITHIN ONE (1) YEAR HEREOF.

.....
MAYOR, TOWN OF YARROW POINT DATE

ATTEST:
.....
TOWN CLERK, TOWN OF YARROW POINT DATE

KING COUNTY DEPARTMENT OF ASSESSMENTS

EXAMINED AND APPROVED THIS DAY OF, 20.....

.....
KING COUNTY ASSESSOR DATE

.....
DEPUTY ASSESSOR DATE

TAX PARCEL # 1925059021 AND 1925059076

EXISTING LEGAL DESCRIPTION

LOTS 1 AND 2 OF TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73, RECORDED UNDER RECORDING NO. 20191217900008, IN KING COUNTY, WASHINGTON.

APN/PARCEL ID(S): 192505-9021-01 AND 192505-9076-05

NEW LEGAL DESCRIPTIONS

LOT A

LOT 1, TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73, RECORDED UNDER RECORDING NO. 20191217900008, IN KING COUNTY, WASHINGTON EXCEPT THE WEST 18.75 FEET THEREOF.

THE HEREIN DESCRIBED LOT CONTAINS 15,003 SQUARE FEET OR 0.34 ACRES.

LOT B

LOT 2, TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73, RECORDED UNDER RECORDING NO. 20191217900008, IN KING COUNTY, WASHINGTON TOGETHER WITH THE WEST 18.75 FEET OF LOT 1 OF SAID BOUNDARY LINE ADJUSTMENT.

THE HEREIN DESCRIBED LOT CONTAINS 16,385 SQUARE FEET OR 0.38 ACRES.

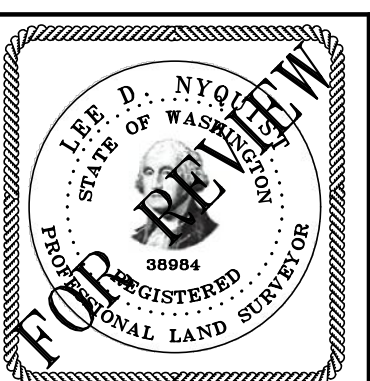


BLA #20-8209

GOLDSMITH
LAND DEVELOPMENT SERVICES
1215 114th Ave SE, Bellevue, WA 98004 | PO Box 3565, Bellevue, WA 98009
T 425 462 1080 F 425 462 7719 www.goldsmithengineering.com

AUDITOR'S CERTIFICATE
FILED FOR RECORD THIS DAY OF, 20
ATM IN BOOKOF.....
AT PAGE AT THE REQUEST OF
HUGH G. GOLDSMITH & ASSOCIATES, INC
.....
COUNTY AUDITOR

SURVEYOR'S CERTIFICATE
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF GUILFORD INVESTMENT LLC IN OCTOBER OF 2020.
.....
LEE D. NYQUIST, PLS 38984



**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. _)
TOWN OF YARROW POINT KING COUNTY WASHINGTON
SCALE: N/A DATE: 10/12/2020 JOB NO.: 19183
DWN: EM CHK: LN SHEET: 1/6



**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ___**

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

VOL./PAGE

RECORD MATTERS

ALL TITLE INFORMATION SHOWN ON THIS MAP HAS BEEN EXTRACTED FROM INFORMATION CONTAINED IN CHICAGO TITLE INSURANCE COMPANY SUBDIVISION GUARANTEE, CERTIFICATE NUMBER 0192843-16, DATED OCTOBER 2, 2020. IN PREPARING THIS MAP, HUGH G. GOLDSMITH AND ASSOCIATES, INC. CONDUCTED NO INDEPENDENT TITLE SEARCH, NOR IS HUGH G. GOLDSMITH AND ASSOCIATES, INC. AWARE OF ANY TITLE ISSUES AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN ON THE MAP AND DISCLOSED BY THE REFERENCED GUARANTEE. HUGH G. GOLDSMITH AND ASSOCIATES, INC. HAS RELIED WHOLLY ON CHICAGO TITLE COMPANY'S REPRESENTATION OF THE TITLE'S CONDITION TO PREPARE THIS SURVEY AND THEREFORE HUGH G. GOLDSMITH AND ASSOCIATES, INC. QUALIFIES THE MAP'S ACCURACY AND COMPLETENESS TO THAT EXTENT.

SPECIAL EXCEPTIONS

- EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT:

IN FAVOR OF: BELLEVUE SEWER DISTRICT, A MUNICIPAL CORPORATION
PURPOSE: SEWER PIPE LINE OR PIPE LINES AND ALL NECESSARY CONNECTIONS AND APPURTENANCES THERETO, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS
RECORDING DATE: OCTOBER 18, 1960
RECORDING NO.: 5213760
AFFECTS: A 10 FOOT STRIP OF LAND AS DESCRIBED THEREIN

SURVEYOR'S NOTE: EASEMENT CONTAINS BOTH PERMANENT AND CONSTRUCTION EASEMENT AREAS. THE PERMANENT EASEMENT IS ABOUT SEWER LINE, AS CONSTRUCTED. A SEWER LINE WAS LOCATED PER THIS SURVEY, AND A 10' WIDE EASEMENT IS SHOWN ABOUT THE SANITARY SEWER AS LOCATED. GOLDSMITH HAS NOT VERIFIED THAT THE LOCATED LINE IS THE SAME AS THAT CONSTRUCTED IN THE 1960'S. THE TEMPORARY CONSTRUCTION EASEMENT IS NOT SHOWN HEREON. THIS EASEMENT IS OVER THE SAME AREA AS SPECIAL EXCEPTIONS 2 AND 3.
- EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT:

IN FAVOR OF: BELLEVUE SEWER DISTRICT, A MUNICIPAL CORPORATION
PURPOSE: SEWER PIPE LINE OR PIPE LINES AND ALL NECESSARY CONNECTIONS AND APPURTENANCES THERETO, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS
RECORDING DATE: OCTOBER 18, 1960
RECORDING NO.: 5213777
AFFECTS: PORTION OF THE SECOND CLASS SHORE LANDS ADJOINING

SURVEYOR'S NOTE: EASEMENT CONTAINS BOTH PERMANENT AND CONSTRUCTION EASEMENT AREAS. THE PERMANENT EASEMENT IS ABOUT SEWER LINE, AS CONSTRUCTED. A SEWER LINE WAS LOCATED PER THIS SURVEY, AND A 10' WIDE EASEMENT IS SHOWN ABOUT THE SANITARY SEWER AS LOCATED. GOLDSMITH HAS NOT VERIFIED THAT THE LOCATED LINE IS THE SAME AS THAT CONSTRUCTED IN THE 1960'S. THE TEMPORARY CONSTRUCTION EASEMENT IS NOT SHOWN HEREON. THIS EASEMENT IS OVER THE SAME AREA AS SPECIAL EXCEPTIONS 1 AND 3.
- EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT:

GRANTED TO: BELLEVUE SEWER DISTRICT
PURPOSE: SEWER PIPE LINE OR PIPE LINES AND ALL NECESSARY CONNECTIONS AND APPURTENANCES THERETO, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS
RECORDING DATE: APRIL 2, 1963
RECORDING NO.: 5564405
AFFECTS: A STRIP OF LAND 10 FEET IN WIDTH AS DESCRIBED THEREIN

SURVEYOR'S NOTE: EASEMENT CONTAINS BOTH PERMANENT AND CONSTRUCTION EASEMENT AREAS. THE PERMANENT EASEMENT IS ABOUT SEWER LINE, AS CONSTRUCTED. A SEWER LINE WAS LOCATED PER THIS SURVEY, AND A 10' WIDE EASEMENT IS SHOWN ABOUT THE SANITARY SEWER AS LOCATED. GOLDSMITH HAS NOT VERIFIED THAT THE LOCATED LINE IS THE SAME AS THAT CONSTRUCTED IN THE 1960'S. THE TEMPORARY CONSTRUCTION EASEMENT IS NOT SHOWN HEREON. THIS EASEMENT IS OVER THE SAME AREA AS SPECIAL EXCEPTIONS 1 AND 2.
- EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT:

GRANTED TO: TOWN OF YARROW POINT
PURPOSE: STORM SEWER WITH THE NECESSARY APPURTENANCES
RECORDING DATE: SEPTEMBER 2, 1966
RECORDING NO.: 6077852
AFFECTS: AS DESCRIBED THEREIN

CONTAINS COVENANT PROHIBITING STRUCTURES OVER SAID EASEMENT OR OTHER ACTIVITIES WHICH MIGHT ENDANGER THE UNDERGROUND SYSTEM.

SURVEYOR'S NOTE: EASEMENT CONTAINS BOTH A PERMANENT AND CONSTRUCTION EASEMENT AREA. ONLY THE PERMANENT STORM EASEMENT IS SHOWN HEREON.

- EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT:

IN FAVOR OF: TOWN OF YARROW POINT, A MUNICIPAL CORPORATION
PURPOSE: STORM SEWER WITH THE NECESSARY APPURTENANCES
RECORDING DATE: SEPTEMBER 2, 1966
RECORDING NO.: 6077853
AFFECTS: AS DESCRIBED THEREIN

CONTAINS COVENANT PROHIBITING STRUCTURES OVER SAID EASEMENT OR OTHER ACTIVITIES WHICH MIGHT ENDANGER THE UNDERGROUND SYSTEM.

SAID EASEMENT IS ALSO RECORDED UNDER RECORDING NO. 6370479

SURVEYOR'S NOTE: EASEMENT CONTAINS BOTH PERMANENT AND CONSTRUCTION EASEMENT AREAS. THE PERMANENT EASEMENT IS DESCRIBED AND SHOWN HEREON. THE EASEMENT APPEARS TO ALSO GRANT CERTAIN RIGHTS TO THE OWNER OF THE STORM SEWER LINE AND RESTRICT THE RIGHTS OF THE GRANTOR TO INSTALL IMPROVEMENTS OVER THE CONSTRUCTED STORM SEWER LINE. A STORM SEWER LINE WAS LOCATED PER THIS SURVEY AND IS SHOWN HEREON. GOLDSMITH HAS NOT VERIFIED THAT THE LOCATED LINE IS THE SAME AS THAT CONSTRUCTED IN THE 1960'S. SEE ALSO THE TEMPORARY CONSTRUCTION EASEMENT IS NOT SHOWN HEREON.
- EASEMENT AGREEMENT FOR ACCESS AND EGRESS AND FOR UTILITIES INCLUDING THE TERMS AND PROVISIONS THEREOF

RECORDING DATE: JULY 29, 1968
RECORDING NO.: 6383680

SURVEYOR'S NOTE: THIS IS A BENEFICIAL EASEMENT THAT LIES ADJACENT TO PARCELS A AND B AND IS PLOTTED HEREON. SEE ALSO SPECIAL EXCEPTION 7.
- EASEMENT AGREEMENT FOR ACCESS AND EGRESS AND FOR UTILITIES INCLUDING THE TERMS AND PROVISIONS THEREOF

RECORDING DATE: FEBRUARY 6, 1969
RECORDING NO.: 6467538

SURVEYOR'S NOTE: THIS IS A BENEFICIAL EASEMENT THAT LIES ADJACENT TO PARCELS A AND B AND IS PLOTTED HEREON. SEE ALSO SPECIAL EXCEPTION 6.
- COVENANTS, CONDITIONS, RESTRICTIONS, RECITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, ENCROACHMENTS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS, IF ANY, BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, INCLUDING BUT NOT LIMITED TO THOSE BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, OR SOURCE OF INCOME, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW, AS SET FORTH ON TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73:

RECORDING NO: 20191217900008

SURVEYOR'S NOTE: PERTINENT INFORMATION IS PLOTTED HEREON
- QUESTION OF LOCATION OF LATERAL BOUNDARIES OF SAID SECOND CLASS TIDELANDS OR SHORELANDS.

SURVEYOR'S NOTE: DOCUMENT ESTABLISHES RIGHTS WHICH CANNOT BE PLOTTED HEREON
- ANY QUESTION THAT MAY ARISE DUE TO SHIFTING OR CHANGE IN THE COURSE, BOUNDARIES OR HIGH WATER LINE OF LAKE WASHINGTON OR DUE TO PRIOR SHIFTING OR CHANGING OF THE COURSE, BOUNDARIES OR HIGH WATER LINE; AND RIGHTS OF THE STATE OF WASHINGTON IN AND TO THAT PORTION OF SAID LAND, IF ANY, LYING IN THE BED OR FORMER BED OF LAKE WASHINGTON.

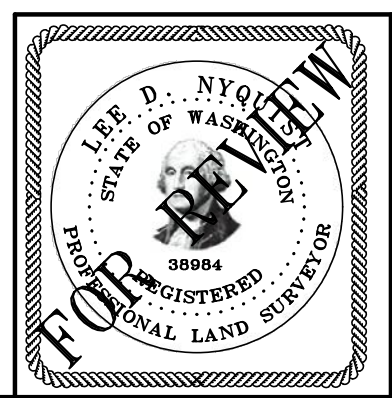
SURVEYOR'S NOTE: DOCUMENT ESTABLISHES RIGHTS WHICH CANNOT BE PLOTTED HEREON
- ANY PROHIBITION OR LIMITATION OF USE, OCCUPANCY OR IMPROVEMENT OF THE LAND RESULTING FROM THE RIGHTS OF THE PUBLIC OR RIPARIAN OWNERS TO USE ANY PORTION WHICH IS NOW OR WAS FORMERLY COVERED BY WATER.

SURVEYOR'S NOTE: DOCUMENT ESTABLISHES RIGHTS WHICH CANNOT BE PLOTTED HEREON
- PARAMOUNT RIGHTS AND EASEMENTS IN FAVOR OF THE UNITED STATES FOR COMMERCE, NAVIGATION, FISHERIES AND THE PRODUCTION OF POWER.

SURVEYOR'S NOTE: DOCUMENT ESTABLISHES RIGHTS WHICH CANNOT BE PLOTTED HEREON

EXCEPTIONS 13 THROUGH 16 ARE FISCAL IN NATURE AND CANNOT BE PLOTTED HEREON.

GOLDSMITH
LAND DEVELOPMENT SERVICES
1215 114th Ave SE, Bellevue, WA 98004 | PO Box 3565, Bellevue, WA 98009
T 425 462 1080 F 425 462 7719 www.goldsmithengineering.com



**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. ___)

TOWN OF YARROW POINT	KING COUNTY	WASHINGTON
SCALE: N/A	DATE: 10/12/2020	JOB NO.: 19183
DWN: EM	CHK: LN	SHEET: 2/6



**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ___**

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

VOL./PAGE

SURVEY NOTES

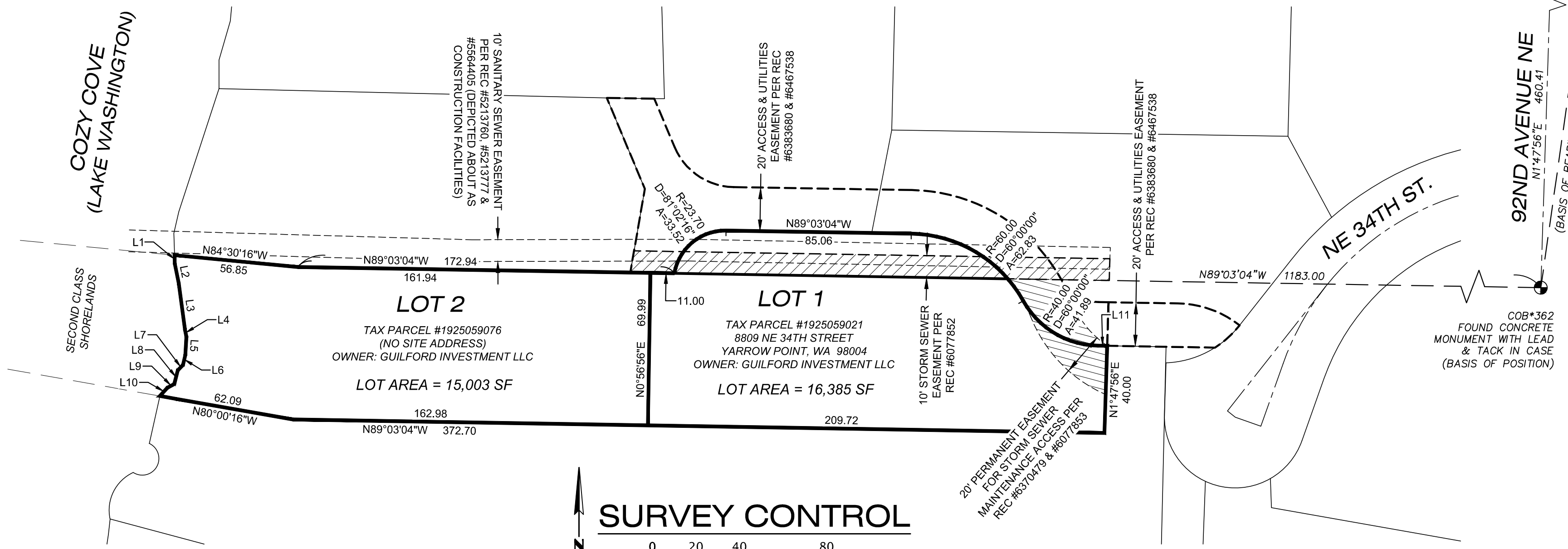
- HORIZONTAL DATUM: NAD 83(2011), WASHINGTON STATE PLANE, NORTH ZONE (4601), U.S. SURVEY FEET, BASED ON CITY OF BELLEVUE PUBLISHED SURVEY CONTROL.
- BASIS OF POSITION: FOUND CONCRETE MONUMENT WITH LEAD AND BRASS TACK, DOWN 0.6 FEET IN A CASE AT THE INTERSECTION OF 92ND AVENUE NORTHEAST AND NORTHEAST 34TH STREET (N: 237,085.520; E: 1,299,174.969 NAD 83(2011), CITY OF BELLEVUE CONTROL POINT 0362).
- BASIS OF BEARING: HELD THE BEARING OF N 1°48'39" E FROM SAID BASIS OF POSITION TO THE FOUND CONCRETE MONUMENT WITH 2" BRASS DISC WITH A SCRIBED "X", DOWN 0.45 FEET IN A CASE AT THE INTERSECTION OF 92ND AVENUE NORTHEAST AND NORTHEAST 40TH STREET (N: 238,854.945; E: 1,299,230.909 NAD 83(2011), CITY OF BELLEVUE CONTROL POINT 0034).
- THE FOLLOWING INFORMATION WAS REFERENCED IN PREPARING THIS SURVEY:
 - TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73, VOLUME 416 OF SURVEYS, PAGES 252 THROUGH 258, INCLUSIVE, RECORDING NUMBER 20191217900008, RECORDS OF KING COUNTY, WASHINGTON.
 - KING COUNTY ASSESSOR'S MAP FOR THE NW QUARTER OF SECTION 19, TOWNSHIP 25N, RANGE 5E, W.M.
- TRAVERSING AND DATA COLLECTION WERE PERFORMED USING ONE OR MORE OF THE FOLLOWING INSTRUMENTS: A 3-SECOND GT-503 TOPCON TOTAL STATION, A 3-SECOND PS-103A TOPCON TOTAL STATION, A 5-SECOND GPT-3005W TOPCON TOTAL STATION.

ADDITIONAL FIELD WORK WAS PERFORMED USING A TOPCON HIPER HR AND THE WASHINGTON STATE REFERENCE NETWORK.

ALL FIELD WORK WAS PERFORMED, AND EQUIPMENT MAINTAINED, IN COMPLIANCE WITH WAC 332-130.

- MONUMENTS SHOWN AS FOUND WERE VISITED ON AUGUST 8, 2019. PLANIMETRIC INFORMATION SHOWN HEREON WAS OBTAINED BETWEEN AUGUST 8 AND SEPTEMBER 23, 2019. THE INFORMATION WAS UPDATED ON OCTOBER 9, 2019 TO REFLECT THE REMOVAL OF THE GARAGE AND VERIFIED BY FIELD VISIT ON OCTOBER 9, 2020

EASEMENTS SHOWN HEREON ARE PER THE HEREIN REFERENCED TITLE COMMITMENT. SOME EASEMENT DOCUMENTS CONTAIN DESCRIPTIONS OF CONSTRUCTION EASEMENTS AND PERMANENT EASEMENTS. ONLY THE PERMANENT EASEMENT AREAS ARE SHOWN HEREON. THE EASEMENTS WITH RECORDING NUMBERS 5213760, 5213777, AND 5564405 CONTAIN LANGUAGE WHICH PLACES THE PERMANENT EASEMENT LOCATION IN RELATIONSHIP TO THE AS-BUILT IMPROVEMENT. IN THOSE CASES, THE CONSTRUCTION EASEMENT IS SHOWN HEREON.

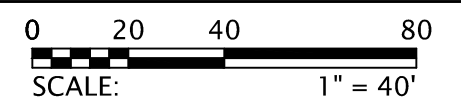


COB*040
FOUND CONCRETE
MONUMENT WITH 2"
BRASS DISK IN CASE

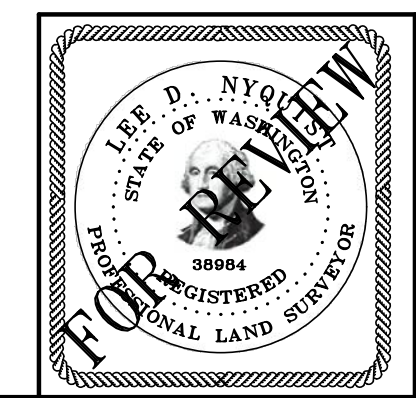
FOUND CONCRETE MONUMENT WITH
BRASS PLUG & PUNCH, DOWN
0.45" IN CASE ABOUT 23' NORTH
OF INTERSECTION OF NE 36TH
STREET & 92ND AVENUE NE
(NE CORNER OF GOV'T LOT 5)

LINE TABLE		
LINE NO.	BEARING	DISTANCE
L1	N0° 47' 44"W	3.77
L2	N11° 25' 27"W	9.42
L3	N7° 37' 25"W	21.54
L4	N11° 30' 07"W	3.18
L5	N3° 28' 48"E	8.40
L6	N12° 57' 23"E	4.66
L7	N44° 05' 27"E	3.43
L8	N14° 26' 09"E	6.51
L9	N62° 05' 30"E	3.58
L10	N42° 01' 10"E	5.14
L11	N89° 03' 04"W	4.24

SURVEY CONTROL



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**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. ___)

TOWN OF YARROW POINT KING COUNTY WASHINGTON

SCALE: 1" = 40' DATE: 10/12/2020 JOB NO.: 19183

DWN: EM CHK: LN SHEET: 3/6

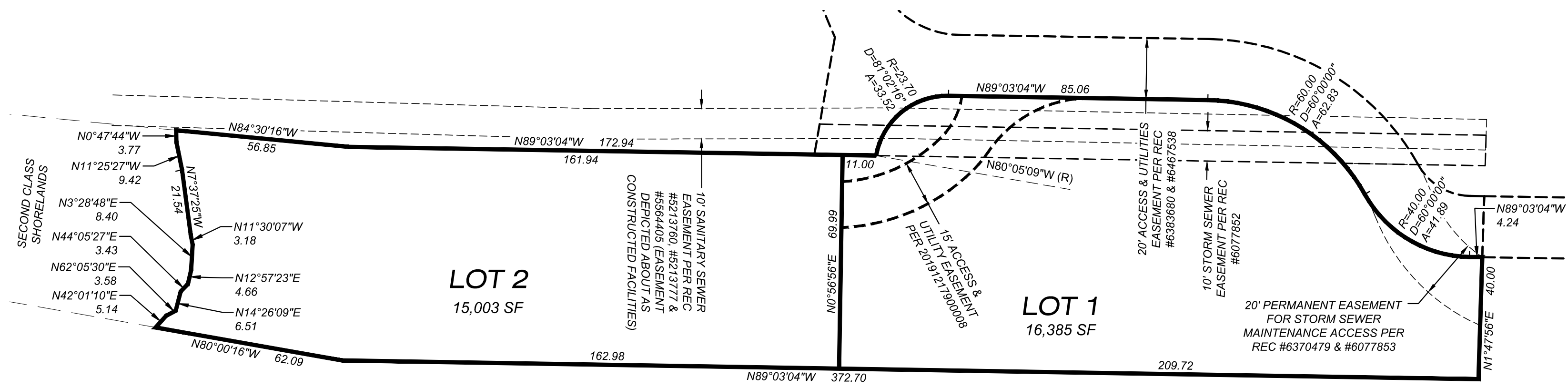


**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ____**

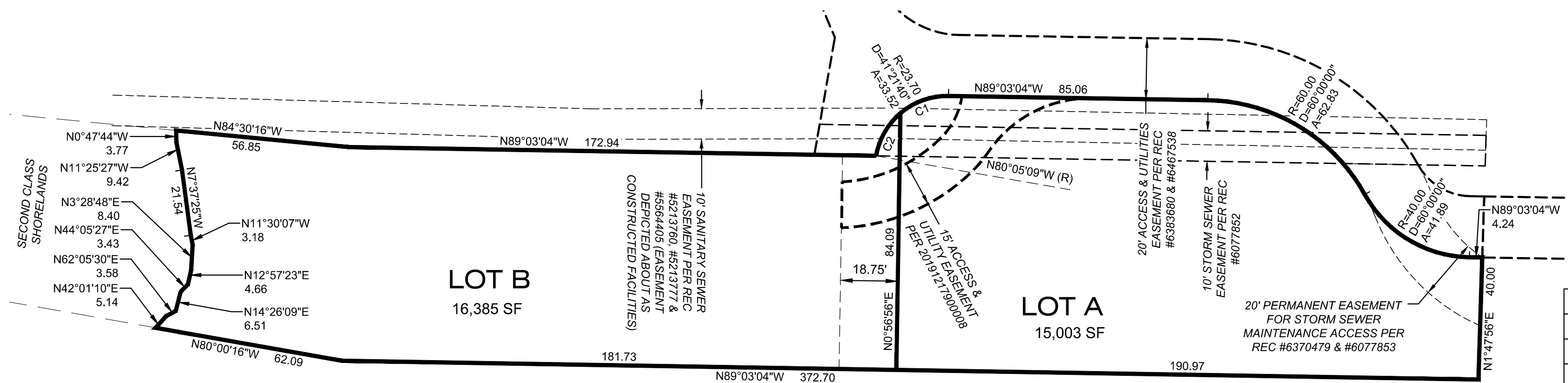
SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

VOL./PAGE



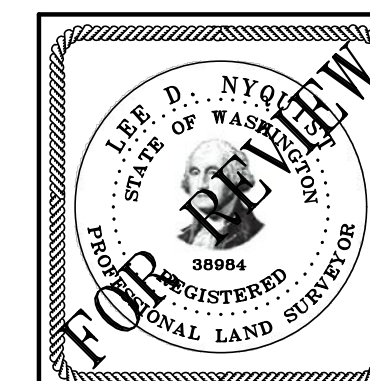
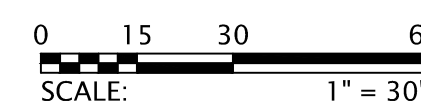
LOTS BEFORE ADJUSTMENT



LOTS AFTER ADJUSTMENT

CURVE TABLE			
CURVE NO.	RADIUS	DELTA ANGLE	ARC LENGTH
C1	R=23.70	D=41°21'40"	17.11
C2	R=23.70	D=39°40'36"	16.41

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**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. __)

TOWN OF YARROW POINT	KING COUNTY	WASHINGTON
SCALE: 1" = 30'	DATE: 10/12/2020	JOB NO.: 19183
DWN: EM	CHK: LN	SHEET: 4/6

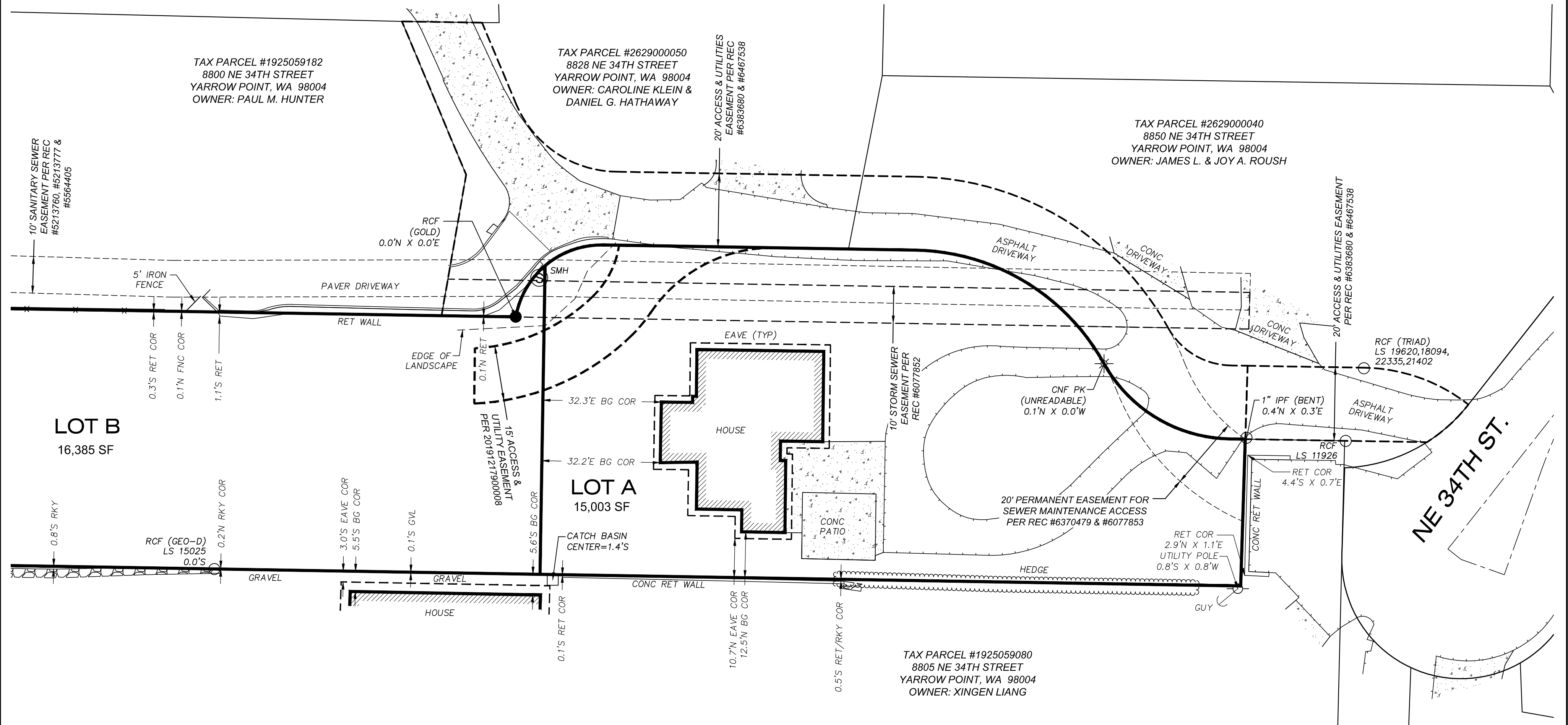


**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ___**

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

VOL./PAGE

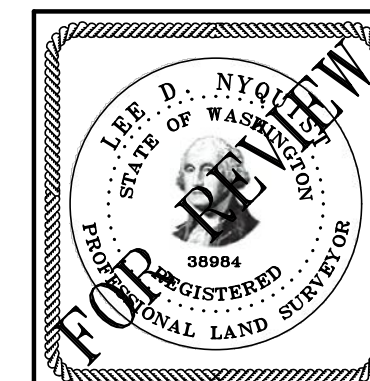
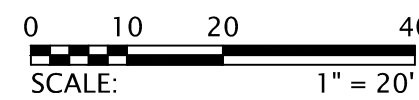


LEGEND

- ✱ BG BUILDING
- ✱ CNF CONCRETE NAIL FOUND
- CONC CONCRETE
- COR CORNER
- EC EDGE OF CONCRETE
- FNC FENCE
- GVL GRAVEL
- IPF IRON PIPE FOUND
- RCF REBAR & CAP FOUND
- RCS REBAR & CAP SET
- RET RETAINING WALL
- RKY ROCKERY
- Ⓢ SMH SANITARY SEWER MANHOLE
- TYP TYPICAL
- X — X — FENCE LINE

BOUNDARY SURVEY WITH NEW LOTS

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**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. ___)

TOWN OF YARROW POINT	KING COUNTY	WASHINGTON
SCALE: 1" = 20'	DATE: 10/12/2020	JOB NO.: 19183
DWN: EM	CHK: LN	SHEET: 5/6

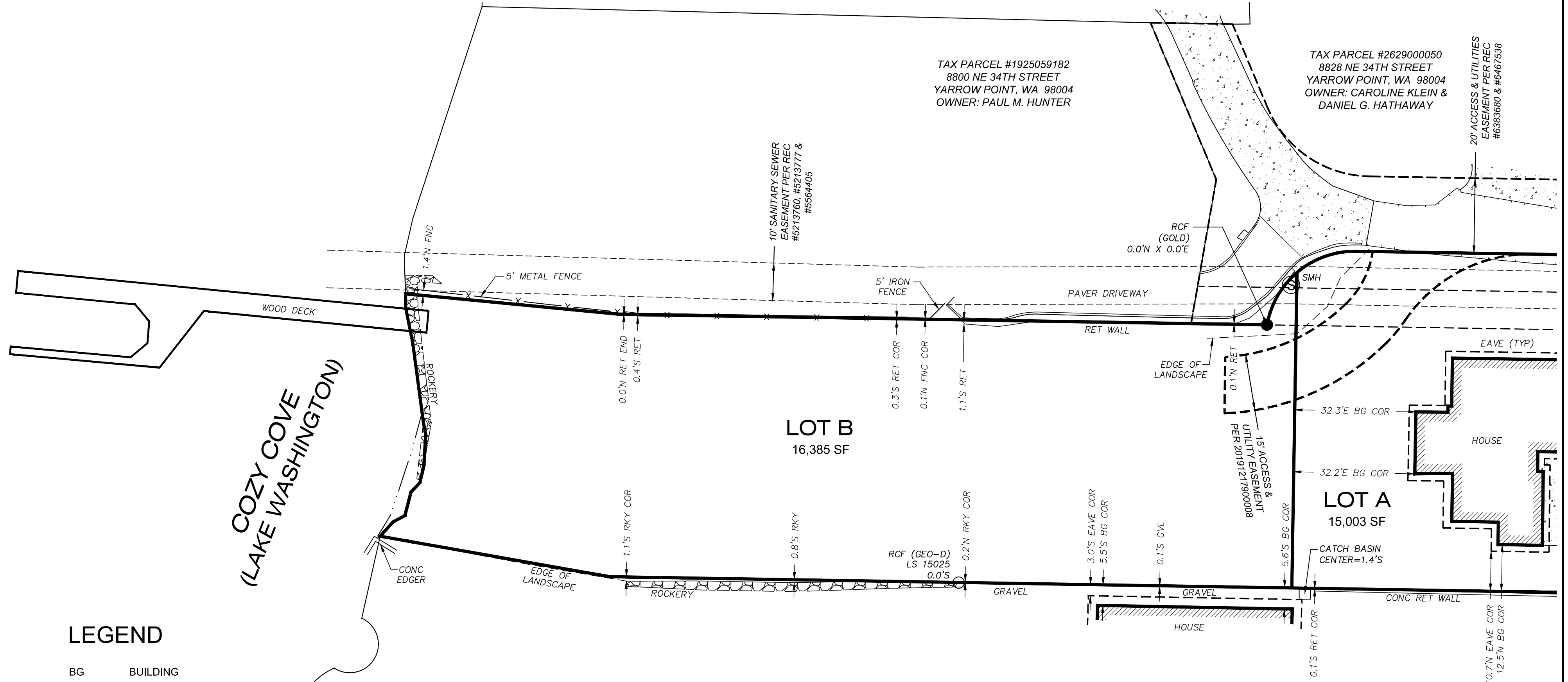


**TOWN OF YARROW POINT
BOUNDARY LINE
ADJUSTMENT NO. ___**

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON

RECORDING NO.

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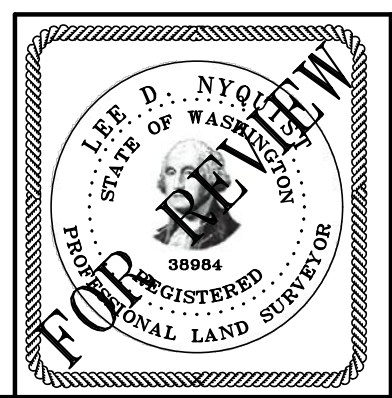
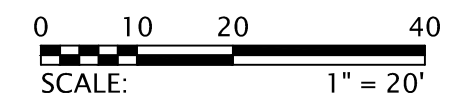
TAX PARCEL #1925059080
8805 NE 34TH STREET
YARROW POINT, WA 98004
OWNER: XINGEN LIANG

LEGEND

- BG BUILDING
- CNF CONCRETE NAIL FOUND
- CONC CONCRETE
- COR CORNER
- EC EDGE OF CONCRETE
- FNC FENCE
- GVL GRAVEL
- IPF IRON PIPE FOUND
- RCF REBAR & CAP FOUND
- RCS REBAR & CAP SET
- RET RETAINING WALL
- RKY ROCKERY
- SMH SANITARY SEWER MANHOLE
- TYP TYPICAL
- x — x — FENCE LINE

BOUNDARY SURVEY WITH NEW LOTS

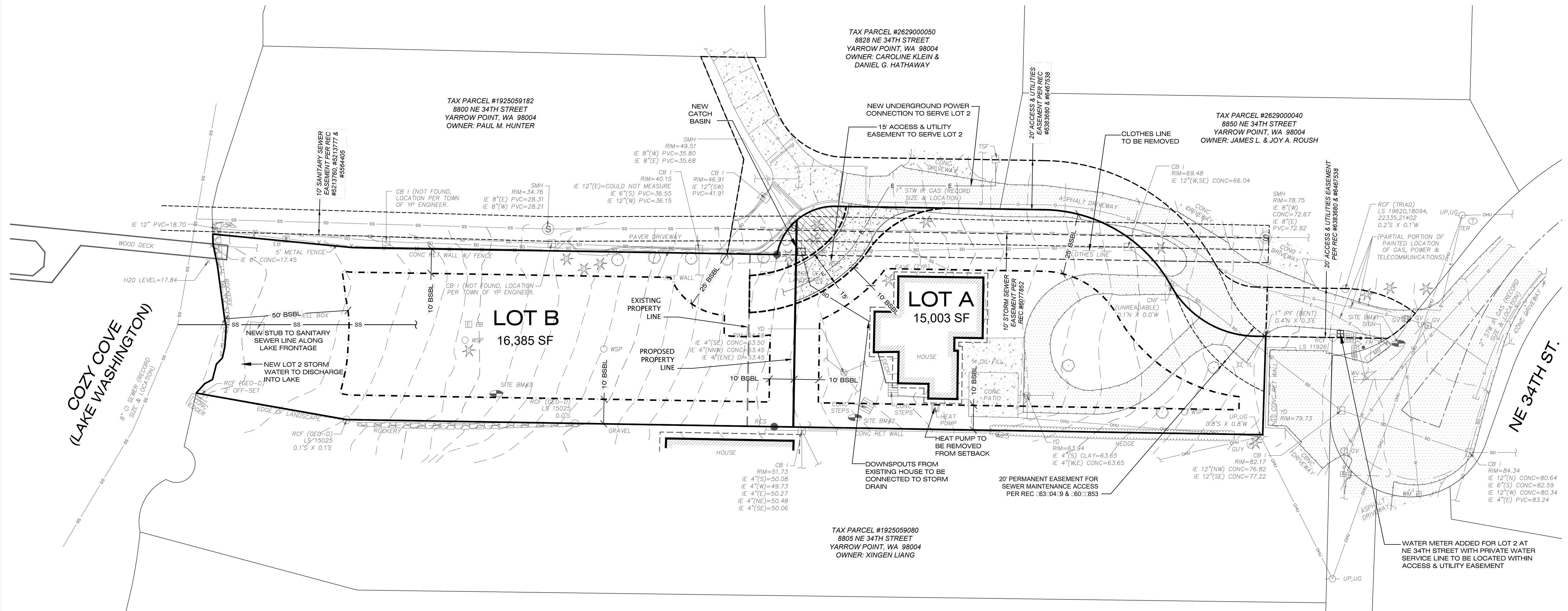
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**GUILFORD INVESTMENT
BOUNDARY LINE ADJUSTMENT**
(TOWN OF YARROW POINT BLA NO. ___)

TOWN OF YARROW POINT	KING COUNTY	WASHINGTON
SCALE: 1" = 20'	DATE: 10/12/2020	JOB NO.: 19183
DWN: EM	CHK: LN	SHEET: 6/6

SE 1/4, NW 1/4 (GOV'T LOT 5) SECTION 19, TOWNSHIP 25 N, RANGE 5 E, W.M.
TOWN OF YARROW POINT, KING COUNTY, WASHINGTON



LOT A IMPERVIOUS SURFACE / LOT COVERAGE

EXISTING IMPERVIOUS SURFACE =	4,745 SF
PROPOSED IMPERVIOUS SURFACE =	627 SF
TOTAL IMPERVIOUS SURFACE =	5,371 SF (36%, 60% ALLOWED)

EXISTING LOT COVERAGE =	1,615 SF
PROPOSED ADDITIONAL LOT COVERAGE =	0 SF
TOTAL LOT COVERAGE =	1,615 SF (11%, 30% ALLOWED)

ORIGINAL GRADE NOTE

THE CONTOURS SHOWN HEREON HAVE BEEN DETERMINED TO BE THE ORIGINAL GRADE. EXISTING LARGE TREES, RECORDS OF ORIGINAL GRADE DETERMINATIONS OF THE ADJOINING LOTS, AND A MOVIE OF THE PROPERTY (MADE IN 1957) WERE REVIEWED. ALL EVIDENCE INDICATES THAT THE EXISTING TOPOGRAPHY OF THE PROPERTY IS THE SAME AS IT WAS ON JUNE 30, 1959.

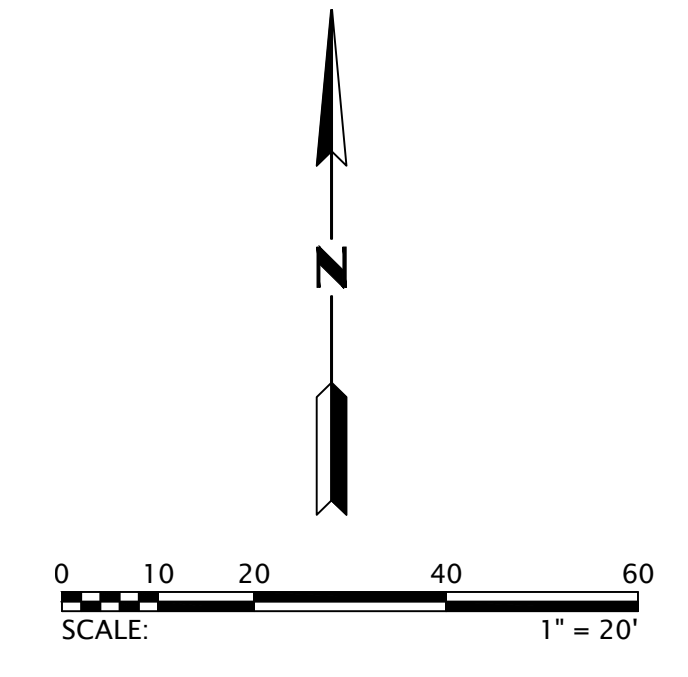
EXISTING LEGAL DESCRIPTION

LOTS 1 AND 2 OF TOWN OF YARROW POINT BOUNDARY LINE ADJUSTMENT NO. 73, RECORDED UNDER RECORDING NO. 20191217900008, IN KING COUNTY, WASHINGTON.
APN/PARCEL ID(S): 192505-9021-01 AND 192505-9076-05



LEGEND

- | | | | |
|------|---------------------------------|--------|-------------------------|
| BG | BUILDING | STW IP | STEEL WRAPPED IRON PIPE |
| BM | BENCHMARK | TER | TELEPHONE RISER |
| CB I | CATCH BASIN TYPE 1 | TSF | TRANSFORMER |
| CNF | CONCRETE NAIL FOUND | UG | UNDERGROUND CONNECTION |
| CONC | CONCRETE | UP | UTILITY POLE |
| COR | CORNER | WM | WATER METER |
| DI | DUCTILE IRON | WSP | WATER SPIGOT |
| EB | ELECTRIC BOX | WV | WATER VALVE |
| FH | FIRE HYDRANT | YD | YARD DRAIN |
| FNC | FENCE | YL | YARD LIGHT |
| GUY | GUY ANCHOR | —E— | UNDERGROUND POWER LINE |
| GV | GAS VALVE | —G— | GAS LINE |
| GVL | GRAVEL | —OHU— | OVERHEAD UTILITY LINE |
| IPF | IRON PIPE FOUND | —SS— | SANITARY SEWER LINE |
| MB | MAILBOX | —SD— | STORM DRAIN LINE |
| PVC | PLASTIC PIPE | —FL— | FLOW LINE |
| RCF | REBAR & CAP FOUND | —X— | FENCE LINE |
| RCS | REBAR & CAP SET (LS 292, 38984) | ▨ | BUILDING |
| RET | RETAINING WALL | ▨ | PAVED AREA |
| RKY | ROCKERY | ▨ | CONCRETE AREA |
| SMH | SANITARY SEWER MANHOLE | | |



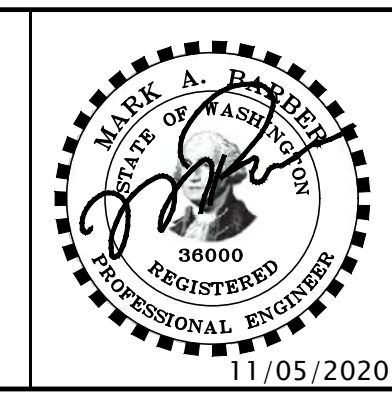
DISCLAIMER

THIS DOCUMENT, AND THE PROPOSED IMPROVEMENTS SHOWN HEREON, ARE INTENDED TO DEMONSTRATE THAT THE LOTS RESULTING FROM THE PROPOSED BOUNDARY LINE ADJUSTMENT CAN BE ACCESSED AND SERVICED IN COMPLIANCE WITH THE CURRENT YARROW POINT MUNICIPAL CODE. THE POSSIBLE IMPROVEMENTS SHOWN HEREON WERE DEVELOPED IN CONSULTATION WITH THE TOWN ENGINEER, BUT DO NOT REPRESENT AN APPROVAL BY THE TOWN ENGINEER. NOTHING WITHIN THIS DOCUMENT SHOULD BE CONSTRUED TO BE DESIGNED BY ANY ENGINEER.

PRIOR TO ANY FUTURE CONSTRUCTION, THE LOTS AND THE PROPOSED IMPROVEMENTS RESULTING FROM THIS BOUNDARY LINE ADJUSTMENT WILL BE SUBJECT TO THE PERMITTING AND APPROVAL PROCESS(ES) OF THE TOWN OF YARROW POINT.

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LAND DEVELOPMENT SERVICES
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T 425-462-1080 www.goldsmitthengineering.com

PLOTTED: 2020/11/05 10:29 PROMELFANGER
DRAWN:
DESIGNED:
APPROVED:
FIELD BOOK:
PAGE □



MARK BOWMAN
IMPROVEMENTS FOR BOWMAN
BOUNDARY LINE ADJUSTMENT
TOWN OF YARROW POINT KING COUNTY WASHINGTON

JOB NO. 19183
EXHIBIT **Ex. 1**

L:\2019\19183\3 DEVELOPMENT.CAD\HOST DRAWINGS\PRE-PLAT\19183E01.DWG

Itemized Costs of Plat Improvements

Permit Number:

Project Name:	Bowman Preliminary Plat (BLA)
Project Location:	8809 NE 34th Street, Yarrow Point, WA 98004
Contact:	Mark Barber PE c/o Goldsmith Land Development Services
Phone Number:	425.462.1080

Public Improvements				
Construction Storm Drainage				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Silt Fence, Installed	LF	610	\$5.00	\$3,050.00
Hydroseeding	SY	1785	\$1.00	\$1,785.00
Inlet Protection	EA	5	\$90.00	\$450.00
Tree Protection	LF	265	\$4.00	\$1,060.00
Water System				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Water Service - 3/4" to 1"	LS	1	\$2,050.00	\$2,050.00
Sanitary Sewer System				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
6" PVC Pipe	LF	130	\$50.00	\$6,500.00
Clean Out Assembly	EA	1	\$735.00	\$735.00
Connection to Lake System	EA	1	\$4,000.00	\$4,000.00
Storm Drainage System				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
6" Pipe	LF	60	\$30.00	\$1,800.00
Type 1 Catch Basin	EA	1	\$1,200.00	\$1,200.00
installation of new CB on Ex 12" SD	EA	1	\$940.00	\$940.00
Paving				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
4" Crushed Rock (CSBC)	SY	118	\$12.00	\$1,416.00
Saw Cut AC Pavement	LF	30	\$3.50	\$105.00
6" Concrete Drive	SF	1063	\$10.00	\$10,630.00
Misc				
<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Relocation of items in BSBL	LS	1	\$1,000.00	\$1,000.00
Total cost of Plat Improvements				\$36,721.00
Sales Tax (10%)				\$3,672.10
Total Cost				\$40,393.10
Total Bond Amount (125% of Total)				\$50,491.38



2018 Building Code Update	Proposed Council Action: For Discussion
---------------------------	--

Presented by: Building Official Steve Wilcox

Exhibits: None

Summary:

Building codes are intended to protect health and safety of building occupants. The Washington State Building Code (“State Code”) is updated every three-years following an extensive public review process. Following two COVID-19 related delays the 2018 edition of the State Code is scheduled to be implemented by all Washington counties, cities and towns on February 1, 2021. The Town of Yarrow Point should adopt the 2018 State Code at the January 2021 regular Council meeting.

The 2018 State Code replaces the 2015 edition. The State Code generally adopts amended versions of the International Building Code, Washington State Energy Code (WSEC), and many references.

There are hundreds of changes within the State Code, but most significant to Yarrow Point is the Energy Code. The 2018 WSEC significantly increases various envelope and mechanical systems efficiencies within single-family residences. Most effected are new homes of 5,000 sq. ft. and greater. New home construction will face greater costs of materials and increasingly specialized labor to assure construction compliance.

Recommended Action:

For Discussion.

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

Agenda Bill 20-40
December 8, 2020

Right of Way Parking Location Improvements	Proposed Council Action: For Discussion.
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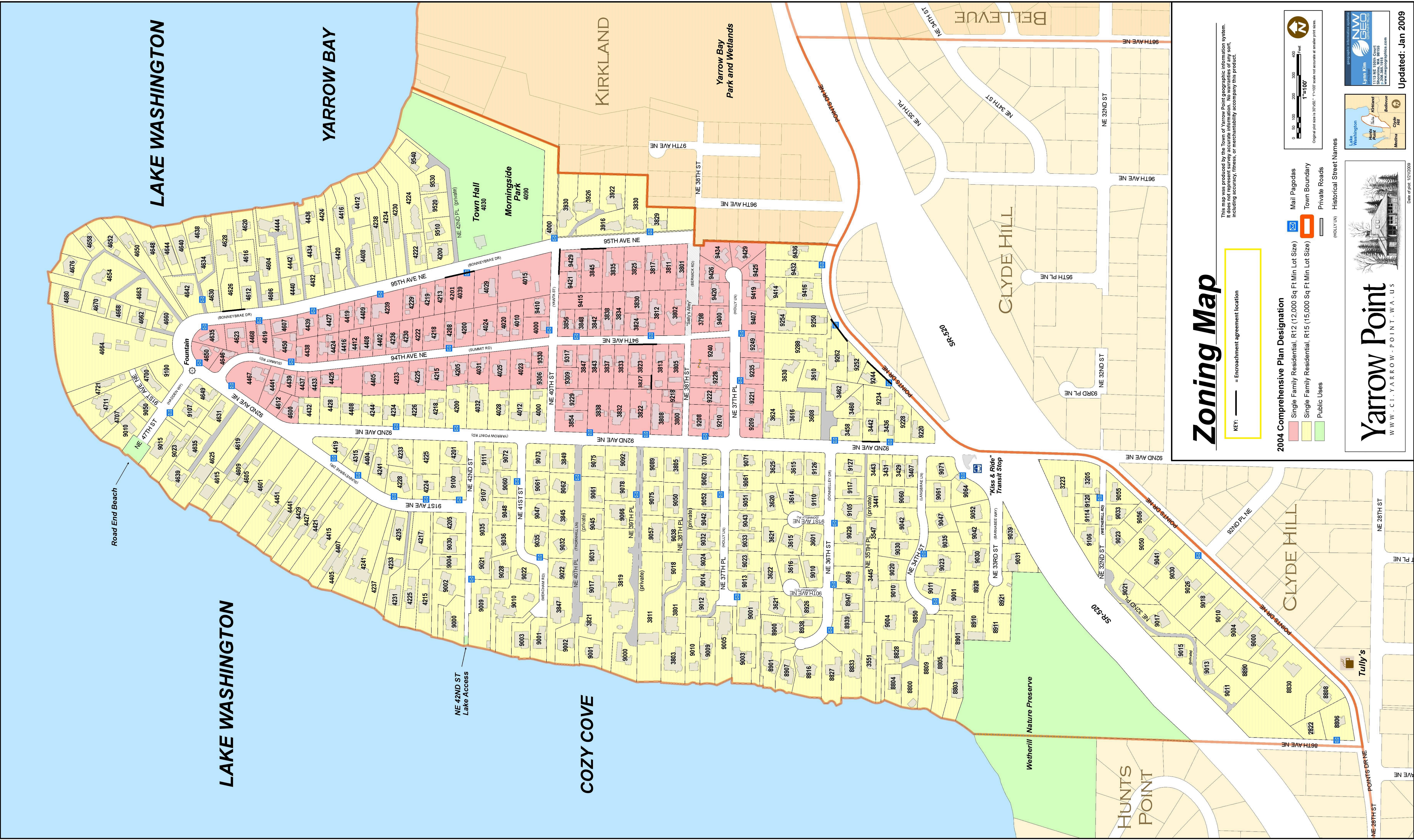
Presented by:	Mayor Cahill
Exhibits:	<ol style="list-style-type: none">1. Map identifying approved Encroachment Agreement locations from 2010.2. Quote from Iron Creek Construction - for discussion.3. Councilmember Valaas's comments RE: Proposal for parking and right-of-way landscaping.

Summary:

Continued discussion for parking along 94th & 95th which has long been an issue. Mayor Cahill has setup a task force for 2021 hoping to get community involvement to help address it. He has directed CHPD to issue warnings and tickets for vehicles illegally parked. Town staff has identified ROW areas along 94th and 95th that can be improved for better parking and have contacted several residents to request their permission to remove the lawn in the ROW and replace with gravel. The Public Works Coordinator was directed to trim branches and foliage back in identified ROW areas to maintain these parking locations. The Mayor has allocated \$40k in the ROW budget for this project.

Recommended Action:

For Discussion.



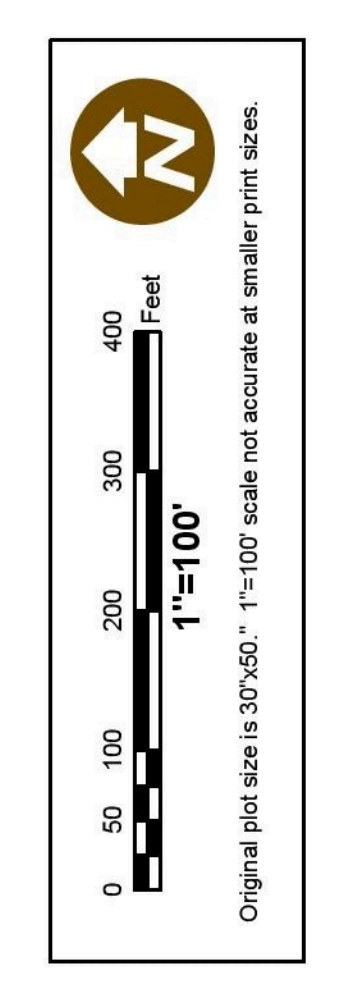
Zoning Map

KEY: = Encroachment agreement location

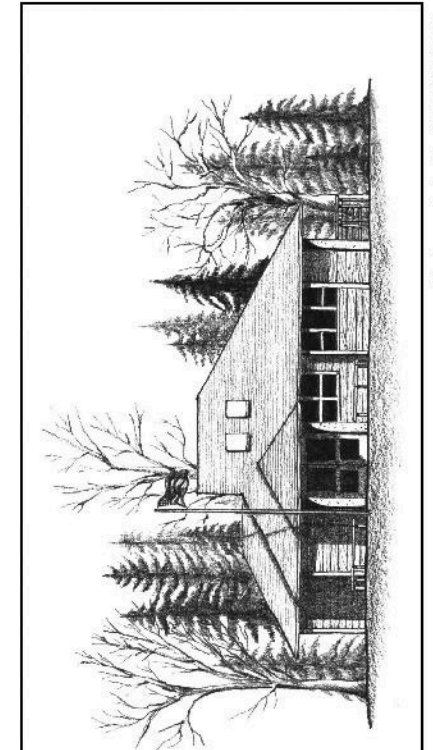
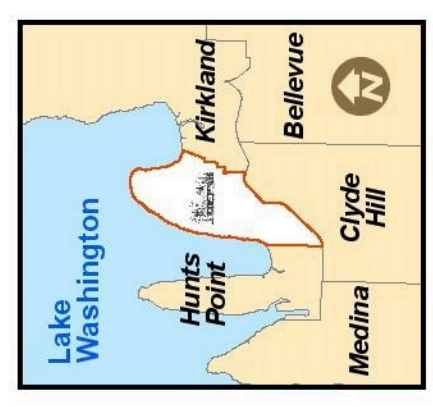
2004 Comprehensive Plan Designation

- Single Family Residential, R12 (12,000 Sq Ft Min Lot Size)
- Single Family Residential, R15 (15,000 Sq Ft Min Lot Size)
- Public Uses
- Mail Pagodas
- Town Boundary
- Private Roads

The map was produced by the Town of Yarrow Point geographic information system. It does not represent survey accurate information. No warranties of any sort, including accuracy, fitness, or merchantability accompany this product.



Historical Street Names



Yarrow Point
 W.W.W.C.I.Y.A.R.R.O.W.-P.O.I.N.T.-W.A.U.S

Updated: Jan 2009

Date of plot: 12/12/2008

Iron Creek Construction LLC

Lic. # IRONCCC874MN

1420 NW Gilman Blvd Suite 2-2298 Issaquah, WA 98027

Phone: (425) 659-4896 Fax: (425) 659-4895

CONTRACT PROPOSAL			
Client:	Town of Yarrow Point	Project No:	20-18
Contact:	Stacia Schroeder	Date:	November 2, 2020
E-Mail:	sschroeder@yarrowpointwa.gov	Phone:	206-276-8922
We hereby submit specifications and estimates for:		94th AVE NE Shoulder Improvements	
Scope of Work:			Price:
Labor, Equipment, & Materials to complete following: Excavate and prep 1,000 LF of gravel shoulder subgrade; Install 6x8 timber edging with rebar stakes 3' OC; Place and compact 5/8" Minus gravel along new and existing shoulders See attached notes			\$14,369.50
Subtotal			\$ 13,269.50
Tax (10%)			\$ 1,326.95
Total			\$ 14,596.45
<p style="text-align: center;">We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:</p> <p style="text-align: center;"> Fourteen Thousand Five Hundred Ninety Six & 45/100's Total Dollars \$ 14,596.45 </p>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>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.</p> </div> <div style="width: 50%; text-align: center;"> <p>Authorized</p> <p>Signature: _____</p> <p><i>Note: This proposal may be withdrawn by Iron Creek Construction LLC if not accepted within 30 days</i></p> </div> </div>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>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.</p> </div> <div style="width: 50%; text-align: center;"> <p>Date of Acceptance: _____</p> </div> </div>			
<p>Signature: _____</p> <p style="text-align: center;">Contractor</p>		<p>Signature: _____</p> <p style="text-align: center;">Owner</p>	

From: Andy Valaas <avalaas@yarrowpointwa.gov>
Sent: Tuesday, December 1, 2020 5:48 PM
To: Yarrow Point Mayor <mayor@yarrowpointwa.gov>
Subject: Proposal for Parking and Right-of-way Landscaping.

Dicker –

I've had more time to think about parking and right-of-way encroachments since the last council meeting and I have a proposal.

I do agree that we don't want to get out a bulldozer and put down gravel along all the streets, but I also think that all homeowners should share in the need to provide safe on-street parking and by extension, a safer environment for pedestrians. If we are specific on how parking needs are met, then there is the opportunity to open up portions of our rights-of-way to homeowner landscaping on those areas beyond that needed for parking. Also, the right-of-way encroachments that the Town has approved have acted to unfairly push parking onto some homeowners who have been cooperators in terms of making sure that adequate parking is provided for their homes.

92nd Avenue is a good example of what could be accomplished. It is a 60-foot right-of-way, or 30 feet on either side of centerline. The pavement is typically 12 feet on either side of centerline, leaving 18 feet of unpaved right-of-way on either side of the road. If an 8-foot parking shoulder is provided, then there is 10 feet that the homeowners can landscape. Most locations along the east side of 92nd do have about 8 feet of parking strip already.

I would propose the following:

- Existing conditions remain as they are until the property is redeveloped.
- No change (curb and sidewalk) to 92nd south of 520 or to Points Drive west of 92nd.
- No change to the walking pathway on 92nd.
- A continuous 8-foot parking shoulder along the east side of 92nd leaving about 10 feet for the homeowners to landscape with low plants if they wish, and without requiring an encroachment permit.
- Everywhere else on the public rights-of-way there would be a requirement (but no change to existing conditions!) to provide a graveled parking shoulder in a length, not counting driveways, equal to 50 percent of the lot frontage (but not less than 25 feet).
- Where an 8-foot parking shoulder would not be required, there would be a requirement to have a 2-foot grass or gravel shoulder to allow pedestrians to step off the paved surface, but the homeowner would be able to install landscaping in that part of the right-of-way behind this 2-foot shoulder.

By not requiring that 100 percent of a lot be a parking shoulder there are opportunities for homeowners to push little bits of landscaping towards the pavement to break up what would otherwise be a long continuous strip of gravel. (92nd gets much more traffic, much more parking,

and much more pedestrian traffic on both sides of the street so the long continuous strip of gravel on the east side of 92nd seems unavoidable.)

Further, by clearly defining what is and is not allowed in terms of landscaping in the rights-of-way, the town should be able to get out of the business of issuing encroachment permits.

I've attached a draft ordinance that reflects this proposal.

Andy Valaas



Yarrow Point Town Council

September 10, 2020

Concern: Street side parking on Yarrow Point

In general, and regrettably, the tendency to acquiesce to encroachment allowance permit requests with home construction/remodeling has become the norm versus the exception on Yarrow Point over these past several years.

This particular communiqué is specific to this practice and to relevant Municipal Codes as they pertain to street parking.

Legal parking is scarce. Parking codes, provisions, restrictions, requirements are frequently – though sometimes unknowingly - disrespected, disregarded. They are not uniformly enforced.

Parking scarcity is attributable in large part to the liberal issuance of permits allowing builders and home owners to landscape beyond the property line on lots adjacent to the arterials in our town. The town 'right of way' fronting those lots and understood (mistakenly?) as intended for utility installation and maintenance and to accommodate street parking has been in many cases misappropriated and misidentified – by both the property owner/resident and by visitors - as belonging to the associated property owner/resident and as 'not an option' for parking.

Parking codes on Yarrow Point are due to be, in our view, amended, clarified, thoroughly communicated, uniformly enforced.

To that end - we request that the Town of Yarrow Point

1) Cease immediately the issuance of right of way encroachment permits to builders, property owners.

Street side parking on Yarrow Point is at a premium. Landscaping, hedges, fences, berms placed in and often covering the town rights of way severely limit the amount of parking available to our guests and service vehicles. Compliance with YP municipal code 10,04.060 is, as previously noted, often compromised, disregarded, inconsistently enforced.

Accommodating street side parking has fallen to those residents who have maintained a 'free and clear' – whether asphalt, gravel, or other durable surface - street side area in compliance with the measured town 'right of way' requirement.

Residents whose landscaping runs into the town right of way often erroneously perceive this space as being an extension of their private property with parking in that area not permissible to any but the property resident/owner, or, if landscaped, off limits.

2) Revise YP Municipal Code 10.04.060 E and D to stipulate an allowable parking time limit on Yarrow Point to not exceed 10 hours with Overnight Parking Prohibited – *except by Permit*

This Overnight Parking Permit would be permanent, address specific, and available only to that resident whose property the parking space fronts. Additionally – a temporary overnight parking permit (sticker or hanging tag) would be made available for that residents' extended stay houseguests.

Having someone else's car parked in front of one's home for an extended period of time (beyond 10 hours daytime) and especially overnight is uncomfortable, unsettling, unattractive and in the case of strange cars - feels unsafe. We consider it inappropriate that only those of us who have endeavored to be in compliance with city codes are required to bear – as has become the case - the burden of parking scarcity

3) Direct Yarrow Point residents to the Yarrow Point Municipal Code on line –

drawing particular attention to Section 10. clarifying the existence of town rights of way and emphasizing the importance of maintaining free and safe movement of vehicular traffic – particularly emergency vehicles, school buses, utility and maintenance vehicles.

4) Install street signs as needed to direct residents, service vehicles to park lawfully and safely.

In sum we request:

A cessation of the issuance of permits allowing builders and homeowners to encroach on Yarrow Point town rights of way by landscaping or hardscape (except driveways) up to the road's edge.

A reduction of street side parking time to maximum 10 hours

Prohibition of overnight parking *except by permit* specific to the subject property and only for those property residents,

with overnight visitors to that property to be accommodated by a temporary, site specific, parking permit.

Communication

Installation of street signs as needed to alert drivers to lawful and safe parking requirements.

**Thank you for your consideration,
Mary jane and Peter Swindley**

PACE chosen to be Yarrow Point's 3-year on-call surveyor.

Proposed Council Action: (3) Task Orders for Approval

Presented by: Town Engineer Stacia Schroeder

Exhibits:

- 6-Year 2021-2026 CIP Spreadsheet
- 3-Year Survey RFQ
- PACE 3-Year Proposal Fees
- Task Order No. 1 – NE 37th Street (\$7,500.00)
- Task Order No. 2 – NE 36th Street (\$12,750.00)
- Task Order No. 3 – 94th Ave NE (\$19,150.00)

Summary:

The Town of Yarrow Point solicited for a 3-year On-call Professional Surveyor in October/ November. Of the 3 firms invited to propose, PACE was the only respondent. Our Request for Qualifications and their general proposal and fee sheet is attached.

The following three (3) survey task orders are related to projects that are currently on our Capital Improvement Plan.

For Approval:

PACE Task Order No. 1 – NE 37th Street (\$7,500)

Scope: Provide survey base for grind and overlay civil plan set.

TIP: T-1 \$160,000

Year: 2021

PACE Task Order No. 2 – NE 36th Street (\$12,750)

Scope: Provide survey base for stormwater improvements.

CIP: S-2

Year: 2021 Design/ 2022 Construction

PACE Task Order No. 3 – 94th Ave NE (\$19,150)

Scope: Provide survey base for immediate parking improvements as well as future road & storm improvements. It is always beneficial to get base to PSE/ Comcast/ CenturyLink early to get their design process moving. It also may be some benefit in cost sharing this information with City of Bellevue.

CIP: S-4 & U-2

Year: 2023 Design/ 2024 Construction

Recommended Action:

For Approval.

**YARROW POINT
CAPITAL IMPROVEMENT PLAN (2021 - 2026)
TRANSPORTATION IMPROVEMENT PLAN (2021 - 2026)**

Approved by: Yarrow Point Town Council
Date: July 14, 2020
Ordinance Number: 703

DATE SUBMITTED: 07/20/2020

NO.	YEAR	STREET / LOCATION	FROM	TO	(mi)	PROJECT SCOPE	CONDITION	BUDGET	SOURCE
I. TRANSPORTATION IMPROVEMENT PROJECTS									
T - 1	2021	91st Ave NE NE 42nd Street	NE 42nd St 92nd Ave NE	92nd Ave NE Road End Beach	0.15 0.15	2" Grind and Overlay in conjunction with stormwater project (To be completed after Stormwater (S-1) and UGC project (U-1))	3.5	\$220,000.00	REET Heavy Truck Fee
T - 2	2021	NE 37th Street	92nd Ave NE	West to Lake	0.14	2" Grind and Overlay - Design/ Bid/ Construct/ Close Out	3.5	\$160,000.00	REET Heavy Truck Fee
T - 3	2022	NE 36th Street	91st Ave NE	92nd Ave NE	0.05	2" Grind and Overlay (To be completed after Stormwater (S-2 & 3) project)	3.5	\$85,000.00	REET Heavy Truck Fee
T - 4	2023	NE 34th Street	92nd Ave NE	West to Lake	0.16	2" Grind and Overlay - Design/ Bid/ Construct/ Close Out	3.5	\$160,000.00	REET Heavy Truck Fee
T - 5	2024	94th Ave NE	92nd Ave NE	NE 40th Street	0.30	So. 1/2: 2" Grind and Overlay; No. 1/2: Full Depth Reconstruction (To be completed after Stormwater (S-4 & 5) and UGC project (U-2 & 3))	3.5	\$260,000.00	REET Heavy Truck Fee
T - 6	2026	92nd Ave NE	NE 38th Street	NE 42nd Street	0.2	2" Grind and Overlay (To be completed after Stormwater (S-6 & 7) project)	3.5	\$150,000.00	REET Heavy Truck Fee

II. STORM WATER PROJECTS

S - 1	2021	NE 42nd Street	92nd Ave NE	Road End Beach	0.15	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Upsize 850LF of 12" diam. pipe to 24" diam.)		\$475,000.00	REET SW Utility
S - 2	2021	NE 36th Street	91st Ave NE	92nd Ave NE	0.05	Final Engineering Design (Upsize 250LF NE 36th St. CIP #1)		\$25,000.00	REET SW Utility
S - 3	2022	NE 36th Street	91st Ave NE	92nd Ave NE	0.05	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Install 250LF 12" NE 36th St. CIP #1)		\$184,000.00	REET SW Utility
S - 4	2023	94th Ave NE (CIP #2)	92nd Ave NE	NE 40th St	0.16	Final Engineering Design (815LF)		\$30,000.00	REET SW Utility
S - 5	2024	94th Ave NE (CIP #2)	92nd Ave NE	NE 40th St	0.16	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (Upsize 690LF of 8" diam. pipe to 15" diam.)		\$300,000.00	REET SW Utility
S - 6	2025	92nd Ave NE	NE 38th Street	NE 42nd Street	0.2	Final Engineering Design (1,050 LF new storm system)		\$35,000.00	REET Heavy Truck Fee
S - 7	2026	92nd Ave NE	NE 38th Street	NE 42nd Street	0.09	Stormwater Construction - Incl. Bid/ Manage/ Construct/ Close Out (1,050 LF new storm system)		\$468,000.00	REET Heavy Truck Fee

III. UNDERGROUND CONVERSION PROJECTS

U - 1	2021	91st Ave NE NE 42nd Street	NE 42nd St 92nd Ave NE	92nd Ave NE Road End Beach	0.15 0.15	Construction: 800LF single-phase/705LF three-phase w/ no street lights Bid/ Manage/ Construct/ Close Out		\$475,000.00	REET
U - 2	2023	94th Ave NE	92nd Ave NE	NE 40th Street	0.30	Final Design		\$35,000.00	REET
U - 3	2024	94th Ave NE	92nd Ave NE	NE 40th Street	0.30	Construction: 690LF single-phase w/ no street lights Bid/ Manage/ Construct/ Close Out		\$250,000.00	REET

IV. OTHER PROJECTS

O - 1									
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- 1) = excellent (new/recent overlay within past 5-10 yr. +-)
 - 2 = good (older overlay, no obvious damage)
 - 3 = fair (some cracks)
 - 4 = fair-poor (several cracks, some alligators/settlement)
 - 5 = poor (several cracks, alligators, settlement/potholes)
- 1) The above budget figures shown are in 2020 dollars and are to be considered preliminary probable project costs only. More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.
- 2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.

Request for Qualifications

Town of Yarrow Point On-Call Surveying Services



October 2020

4030 95TH AVE NE
YARROW POINT, WA 98004
(206) 276-8922

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I. REQUEST FOR QUALIFICATIONS (RFQ) INSTRUCTIONS

I. PUBLIC NOTICE

The Town of Yarrow Point (Town) plans to contract with one firm to provide Professional Surveying Services. The Town is seeking a Statement of Qualifications (SOQ) from experienced surveying firms whose combination of resources, professional experience and expertise will provide capable and timely professional services to the Town of Yarrow Point.

The Town of Yarrow Point is always conscious and extremely appreciative of the respondent's efforts and time investment in the preparation of submittal information. The Town will receive Qualification Statements at Yarrow Point Town Hall until 10:00 am on November 12th, 2020. Information related to this solicitation, including any addenda, will be posted to the Town's website at <https://yarrowpointwa.gov>. For questions related to this RFQ, contact:

Town of Yarrow Point
Stacia Schroeder, P.E., Town Engineer
4030 95th Ave NE, Yarrow Point, WA 98004
Direct Phone: (206) 276-8922 or (425) 454-6994
Email: sschroeder@yarrowpointwa.gov

II. PURPOSE AND PROJECT OVERVIEW

The purpose of this Request for Qualifications is to obtain information about professional surveying consulting firms interested in providing surveying services to the Town of Yarrow Point for miscellaneous projects that may arise over the next three (3) years. The information obtained will be utilized by the Town of Yarrow Point to evaluate each interested firm by utilizing the criteria outlined in this Request for Qualifications (RFQ).

NOTE: The Town anticipates selecting one firm to provide professional surveying services.

The project is expected to include all of the following activities:

1. Construction Surveying
2. Site and Route Mapping
3. GPS and Sub-Surface Utility Mapping

III. RFQ SCHEDULE AND PACKAGE SUBMISSION

Provided below is the anticipated schedule of events.

Advertisement of RFQ:	Wednesday, October 28 th , 2020;
Deadline for RFQ Inquiries:	Monday, November 9 th , 2020 at 10:00 AM PST
RFQ Evaluations:	November 16 th -November 19 th , 2020
Selection Announcement:	Friday, November 20 th , 2020 (anticipated)
Upcoming Town Council Meetings:	Tuesday, December 8 th , 2020

Proposals shall be enclosed in a sealed envelope or package, addressed to the Town of Yarrow Point. The name/address of the firm and the RFQ Title, shall be placed on the outside of the package. All items required for a responsive proposal shall be included. It is the sole responsibility of the proposer to ensure the proposal package is received no later than the established due date and time at the proper location. Proposals received after the due date and time will not be considered. The Town Hall Bid Clock time will govern. Proposals submitted by facsimile or other electronic means will not be accepted. To avoid delivery-related complications, please consider submitting your Qualifications Package at least an hour prior to the deadline.

Submit/Deliver to:
Town of Yarrow Point
4030 95th Ave NE
Yarrow Point, WA 98004
Attn: Town Engineer – Stacia Schroeder, P.E.

Note: Yarrow Point town hall is currently closed to the public as a result of COVID-19. However, SOQ's can be dropped off at Yarrow Point Town Hall anytime using the mail slot.

IV. CHANGES TO THE SOLICITATION BY ADDENDA

The Town reserves the right to make changes to this RFQ by written addendum, which shall be issued to all those who have obtained the RFQ by email from the Town of Yarrow Point Deputy Clerk or Town Engineer. Addenda will also be made available on the Town's website at: <http://www.yarrowpointwa.gov>. Proposers are advised to check the Town's website regularly for addenda.

A prospective Proposer may request a change in the RFQ by submitting a written request to the address set forth above. The request must specify the provision of the RFQ in question, and contain an explanation of the requested change. All requests for changes to the RFQ must be submitted to and confirmed received by the Town no later than Monday, November 9th, 2020 at 10:00 a.m.

The Town will evaluate any request submitted, but reserves the right to determine whether to accept the requested change. Changes accepted by the Town shall be issued in the form of an addendum to the RFQ. All addenda shall have the same binding effect as though contained in the main body of the RFQ. Oral instructions or information concerning the scope of work or project are not binding.

No addenda will be issued later than the date set above, except an addendum, if necessary, postponing the date for receipt of qualifications, withdrawing the invitation, modifying elements of the qualification packet resulting from delayed process, or requesting additional information, clarification, or revisions of qualifications.

Each Proposer is responsible for obtaining all addenda prior to submitting a Proposal. Receipt of each addendum (if issued) shall be acknowledged in writing as part of the submission packet.

V. EVALUATION AND SELECTION CRITERIA

Firms will be considered based on the following minimum qualifications being met:

- Firms must be properly registered with the Washington Board of Professional Surveyors; and
- Firms must employ at least one (1) Full-Time Professional Surveyor, registered with the State of Washington, in responsible charge of the anticipated work that may occur as a result of this solicitation.

All written, bound SOQ's submitted will be evaluated by an Evaluation Committee. The review of the SOQ will be based on the following selection criteria:

- 25% past experience of the firm and team members on comparable projects;
- 25% qualifications, certifications of firm and project team members;
- 20% past project record (if any) with the Town of Yarrow Point;
- 10% responsiveness of qualifications;
- 20% QA/QC procedures

The Town will utilize an evaluation committee whose responsibilities will include performing independent, technical evaluations of each proposal and making selection recommendations based on the evaluation criteria provided above. Evaluations will focus on identifying the relative strengths, weaknesses, deficiencies and risks associated with each SOQ. Interviews with individual firms may be held at the discretion of the evaluation

committee. The Town may obtain clarification or additional information with any firm in regards to their submission.

The Town reserves the sole right to select the most qualified firm on the basis of the best overall proposal deemed most beneficial and advantageous to the Town.

Firms submitting qualifications will be notified of the selection results. Final recommendation of the selected firm is subject to approval from the Yarrow Point Town Council.

VI. SELECTION PROCESS

- a. The evaluation committee will review and rank each respondent's experience, technical competence, capability to perform, past performance of the respondent's team and members of the team, and other appropriate factors submitted. Cost-related or price-related evaluation factors will not be considered. Each respondent must certify that each surveyor listed was selected based on demonstrated competence and qualifications in the manner provided by Chapter 39.80, Revised Code of Washington (RCW). The Town shall review the written responses and rank Respondents on demonstrated competence, qualifications, and responsiveness to the RFQ.
- b. The licensed Survey member(s) of the firm will have full responsibility for complying with all legal requirements, including those of Chapter 18.43, Revised Code of Washington (Engineers and Land Surveyors).
- c. The Town may request additional information regarding demonstrated competence and qualifications, the feasibility of implementing project(s) as proposed, the ability of the respondent to meet schedules, or other factors as appropriate.
- d. The successful Respondent(s) will enter into a Professional Services Consulting Agreement with the Town. Work directives will include the scope of services for the specific project(s) and agreed upon compensation amount. If agreement of the scope of services and compensation cannot be reached, negotiations with the firm shall cease and the Town will open negotiations with the next ranked firm.
- e. Upon execution of an Agreement, the Surveying Firm must show the ability to provide the Town with any required insurance and/or bonding.

VII. RESPONDENT'S ACCEPTANCE OF EVALUATION METHODOLOGY

WAIVER OF CLAIMS: Each Respondent by submission of a response to this RFQ waives any claims it has or may have against the Town or its consulting engineers, and their respective employees, officers, members, directors and partners that are connected with or arising out of this RFQ, including, the administration of the RFQ, the RFQ evaluation, and the selection of qualified Respondents to receive a Request for Qualifications. Submission of qualifications indicates Respondent's acceptance of the evaluation technique and Respondent's recognition that some subjective judgments must be made by the Town during the determination of qualification. Without limiting the generality of the foregoing, each Respondent acknowledges that the basis of selection and that the evaluations shall be made public in accordance with applicable law and waives any claim it has or may have, due to information contained in such evaluations.

VIII. RESPONSE FORMAT

Interested firms must submit one (1) bound proposals, and one (1) CD or USB-drive containing a digital copy of the complete proposal package in PDF format. Please begin the file name of the pdf copy with the Proposer's firm name.

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the SOQ's be organized in the manner specified below. Proposals are limited to a maximum of ten (10) single-sided numbered pages. Required forms, resumes, tabs/dividers, and the coversheet do not count toward the page limit.

Proposals shall be printed on 8-1/2" x 11" paper; although pages containing organizational charts, matrices, or

large diagrams may be printed on larger paper in order to preserve legibility. Type size shall be no smaller than 11 point for narrative sections, but may be reduced for captions, footnotes, etc. as required while maintaining legibility. Submissions that do not conform to the requirements listed herein may be removed from consideration at the sole discretion of the Town of Yarrow Point.

IX. RESPONSE CONTENT

Responses shall be arranged as follows:

1. Coversheet: General Information
 - a. Show the RFQ title, the name of the firm, address, telephone number(s), name of contact person, and date.
2. Table of Contents
 - a. Clearly identify the materials by section and page number.
3. Letter of Transmittal
 - a. Briefly state the firm's understanding of the services to be performed and make a solid commitment to provide the services as specified.
 - b. Give the name(s) of the person(s) authorized to make representations for the firm, their titles, address(es), and telephone numbers.
 - c. The letter must be signed by a corporate officer or other individual with the authority to bind the firm. The letter must also be signed by the project manager.

X. CONTENTS

Tab 1: Qualifications, certifications, and abilities of **key staff** identified in the SOQ Package, as demonstrated by performance/role in projects of a similar nature.

- Provide a description of the company, including origin, background, current size, financial capacity, available resources, general organization, and company headquarters. Identify the name and title of the person authorized to enter to the agreement(s) with the Town.
- Describe the firm's interest in this RFQ and the unique advantage the firm and team brings to the Town.
- Provide an organizational chart which clearly identifies the key members of the project team. Sub-consultants, if any, should be included. **Specifically identify the individual(s) who will serve as project manager(s).** Provide the following information for the project manager(s) and key team members:
 - Name, title, and licensures/certifications;
 - Office Address;
 - Phone number;
 - Email;
 - Project responsibilities;
 - Role in and name of similar past projects; and
 - Name of company employing project manager for each past project listed.
- Resumes may be submitted for each proposed key team member. Resumes will not be counted towards the page limit.
- State any possible conflicts of interest your firm or any key team member may have with performing work for the Town of Hunts Point.

Tab 2: Experience of the firm providing similar services for similar projects.

- List a maximum of three (3) relevant, similar projects, either currently in progress or having been completed ***in the past five (5) years***, including any projects with the Town, containing work demonstrating the skills and abilities of the key team members and the use of the modeling techniques listed in 1.2, as follows:
 - List only projects involving the key team members or subcontractors proposed for anticipated work.
 - List projects in order by date with newest projects listed first and include the following:
 - Brief project description;
 - Owner's representative having knowledge of the firm's work, include the contact name, phone, email,

address;

- Provide the initial award of contract amount, the final contract amount (include any and all change orders) and the total time period to complete the work. **Note whether contract work was completed on time and/or within budget.**
- Name of key team member(s) involved; including any changes to the project team and/or key team member(s) after project initiation, and if the key team member(s) completed the project. Include the project's current status if it is not yet completed. If experience for a key team member is listed from a previous employer, fully disclose with what firm the work was performed.
- A list highlighting those skills demonstrated by key team member(s).
- Discuss the methods, approach and controls used on the project in order to complete the project in an effective, timely, economical and professional manner.
- Identify if the project was involved in any construction claims, how they were resolved and what the role of the key team members were for resolution.

Tab 3: Surveying Firm's approach to providing quality services

- Discuss the firm's understanding of the objectives of the anticipated work and describe the proposed project approach to deliver the Services in an effective, timely and professional manner. Outline the project plans, structure and services to be provided and how and when these services shall typically be provided. This description should fully and completely demonstrate the firm's intended methods for servicing the requirements of all aspects of all Projects as set forth herein.
- Describe the firm's project management and quality control procedures.
- Describe the teams approach to addressing constructability of and providing opinions of probable cost for projects designed/ recommended by the firm.
- Describe any support needed from Town staff in order to execute the Services.

Tab 4: Depth of Team, Firm's office proximity to Yarrow Point and ability to respond to routine project meetings and urgent requests

- A. Discuss the team's ability to handle multiple concurrent projects in terms of resources including equipment, staff availability, and scheduling capacity.
- B. Discuss the team's ability to respond to routine project meetings and/or urgent requests.

II. REPRESENTATIONS, CONDITIONS AND OTHER SUBMITTAL REQUIREMENTS

I. DUTIES AND OBLIGATIONS OF FIRMS IN THE RFQ PROCESS

Interested firms are expected to fully inform themselves as to all conditions, requirements and specifications of this RFQ before submitting a response. Firms are expected to promptly notify the Town in writing to report any ambiguity, inconsistency or error in this RFQ. Failure to notify the Town accordingly will constitute a waiver of claim of ambiguity, error or inconsistency.

II. ADDENDA

In order to clarify or modify any part of this RFQ, addenda may be issued and posted at the Town's official website at www.yarrowpointwa.gov.

Any requests for information or clarification shall be submitted in writing to the contacts listed in this RFQ by the deadline for questions.

III. NO COLLUSION, BRIBERY, LOBBYING OR CONFLICT OF INTEREST

By responding to this RFQ, the firm shall be deemed to have represented and warranted that the proposal is not made in connection with any competing firm submitting a separate response to this RFQ, and is without collusion or fraud. Furthermore, the firm certifies that neither it, any of its affiliates or subcontractors, nor any employees of any of the foregoing has bribed or lobbied, or attempted to bribe or lobby, or has a conflict of interest with an officer or employee of the Town in connection with this RFQ.

IV. PUBLIC RECORDS

Upon receipt by the Town, each response becomes the property of the Town and is considered a public record. Responses will be reviewed by the Town's evaluation committee.

V. COST OF PROPOSAL PREPARATION

The Town shall not be liable for any expenses incurred by any firm responding to this RFQ. Firms submitting a response agree the submittals are prepared at the firm's own expense with the express understanding the firm cannot make any claims whatsoever for reimbursement from the Town for costs and expense associated with preparing and submitting a response. Each firm shall hold the Town harmless and free from any and all liability, costs, claims, or expenses incurred by, or on behalf of, any person or firm responding to this RFQ.

VI. ADVERTISING

In submitting an RFQ, respondent agrees not to use the results therefrom as part of any commercial advertising without prior written approval of the Town of Yarrow Point.

VII. FINANCIAL CAPACITY; INSURANCE REQUIREMENTS

The selected firm must have the financial capacity to undertake the work and assume associated liability. The selected firm may be required to provide certificates of insurance evidencing coverage for professional liability in the minimum amount of \$1,000,000; auto liability in the minimum amount of \$1,000,000; commercial general liability in the minimum amount of \$1,000,000; and workers' compensation insurance as required by Washington State statutes.

VIII. OWNERSHIP OF WORK PRODUCTS

The Town shall have exclusive ownership of all intellectual property rights in all designs, plans and specifications, documents and other work product prepared by, for, or under the direction of the selected firm pursuant to any agreement under this RFQ (collectively, the "Intellectual Property"), including without limitation the right to copy, use, disclose, distribute, and make derivations of the Intellectual Property for any purpose or to assign such rights to any third party. The Intellectual Property shall be prepared in the Town's name and shall be the sole and exclusive property of the Town, whether or not the work contemplated therein is

performed. The Town will grant the firm a royalty- free, non-exclusive license to use and copy the Intellectual Property to the extent necessary to perform the work in the agreement.

IX. TOWN RIGHTS AND RESERVATIONS

The Town anticipates selecting one firm, but reserves the right to request substitutions of any team member, including key staff and subcontractors. The Town reserves the right to contact any firm/team for any additional information including, but not limited to, experience, qualifications, abilities, resources, facilities, and financial standing. The Town reserves the right to modify any part of this RFQ as issued with an addendum. The Town, at its sole discretion, reserves the right to reject any or all responses to the RFQ, to cancel the RFQ, to re-advertise for new RFQ responses either with identical or revised specifications, or to accept any RFQ response, in whole or part, deemed to be in the best interest of the Town. The Town reserves the right to waive technicalities and informalities.

A response to this RFQ shall not be construed as an agreement.

The Town of Yarrow Point reserves the sole right to award an agreement or agreements to the most qualified firm on the basis of best overall response deemed to be most advantageous to the Town.

X. PROFESSIONAL SERVICES AGREEMENT

The contents of this RFQ and all provisions of the successful response as deemed responsive by the Town of Yarrow Point may be incorporated, either in whole or in part, into a Professional Services Agreement and become legally binding when approved and executed by both parties.

All work, unless otherwise specified, shall be performed pursuant to a "time and materials" budget.

Proposer shall prepare a detailed scope of work, a payment schedule, and a schedule of deliverables for review by the Town Engineer, and upon recommendation, approval by the Yarrow Point Town Council.

XI. REFERENCES

List at least three (3) companies or governmental agencies (preferably municipalities) where the same or similar products and/or services as contained in this package were recently provided.

COMPANY NAME

Contact Person

Title

Address

PO Box

City

State

Zip

e-mail

Phone Number

Fax Number

COMPANY NAME

Contact Person

Title

Address

PO Box

City

State

Zip

e-mail

Phone Number

Fax Number

COMPANY NAME

Contact Person

Title

Address

PO Box

City

State

Zip

e-mail

Phone Number

Fax Number



November 17, 2020

Town of Yarrow Point
4030 95th Ave NE
Yarrow Point, WA 98004
Attn: Town Engineer - Stacia Schroeder, PE

SUBJECT: On-Call Surveying Services

Dear Ms. Schroeder:

General Scope of work:

PACE, shall provide On-Call surveying services to the Town of Yarrow Point on a task order basis. PACE, shall furnish all services and labor necessary to accomplish these tasks, and provide all materials, supplies, equipment, and incidentals, except as designated elsewhere in the task order agreement.

PACE understands that the Town is not obligated to assign any specific number of tasks to PACE, and the Town's and PACE's obligations hereunder are limited to the tasks assigned in writing. PACE also understands that the Town may require PACE to perform all work on a project, or act as part of a team by performing only a portion of the project work. Task assignments may include, but are not limited to the following types of work:

- Construction Surveying
- Site and Route Mapping
- GPS and Sub-Surface Utility Mapping
- Legal description support
- Boundary surveys

PACE will be paid on either a time and materials basis in accordance with the rates presented in the attached rate table titled "WASHINGTON 2020 SURVEY HOURLY RATE SCHEDULE", or at the Town's option, a fixed fee as negotiated for a specific task.

It is anticipated that the task assignments may vary in scope, complexity, and location. Specific scopes of work will be developed by PACE as individual task assignments are requested.

Authorization of work:

Work requested by the Town shall be issued in writing. The request by the Town should include the following information, which may be furnished in coordination with PACE:

1. Task Order title (project name)
2. Technical approach to the task (if complex enough to require this)

3. Specific deliverables
4. Schedule with milestones and deliverables
5. Cost/hour estimate
6. Due date of work

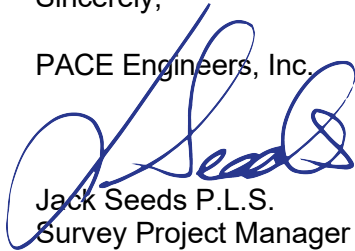
All of the above items may be brief, but will be sufficiently detailed to understand the work being authorized and the amount it will cost.

The Town will review and approve PACE's submittal for any work requested, or at the Town's option, negotiate various elements of the work requested prior to authorizing work to begin and issuing a Notice to Proceed. If, after work has begun, PACE cannot meet the agreed schedule or cost, PACE shall immediately notify the Town. Authorization of additional time or cost for approved work will be at the sole option of the Town and will be made in writing. New budgets for any new requests or extensions of previous work will be approved in writing by the Town prior to beginning new work.

Work may begin when Notice to Proceed is sent to PACE by the Town, except for emergency actions requiring a 24-hour response can be handled by an oral authorization. Such oral authorization shall be followed up with a written confirmation within 24 hours with the information listed above.

Sincerely,

PACE Engineers, Inc.

A handwritten signature in blue ink, appearing to read "Jack Seeds", is written over the typed name and title.

Jack Seeds P.L.S.
Survey Project Manager



**WASHINGTON
2020 SURVEY HOURLY RATE SCHEDULE**

Engineers | Planners | Surveyors

Effective January 1, 2020

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
1. Survey Tech I	\$ 88.00
2. Survey Tech II	\$ 99.00
3. Survey Tech III	\$ 113.00
4. Survey Tech IV	\$ 126.00
5. Survey Tech V	\$ 138.00
6. Sr. Survey Tech	\$ 150.00
7. Project Surveyor, One-Person Crew	\$ 160.00
8. UAS Pilot	\$ 173.00
9. Survey Project Manager	\$ 185.00
10. Principal Surveyor	\$ 198.00
11. Sr. Principal Surveyor, Two-Person Crew	\$ 210.00
12. Sr. Two-Person Crew	\$ 226.00

REIMBURSABLES

A. Subconsultants, Professional and Technical	Cost + 15%
B. Maps, reports, materials, permit fees, express delivery and messenger, pass-through bills, and similar items necessary for work in progress	Cost + 15%
C. Technology expenses associated with computers, software, electronic distance measuring devices, telephone, cell phone, photo copies, standard survey supplies and transportation and standard postage will be invoiced as a Technology Charge	2% of labor billing
D. Out-of-Town travel per diem and cost of commercial transportation	Cost + 10%
E. Transportation within 30 Mile Radius *	No Charge
Transportation beyond 30 Mile Radius – Automobile	\$ 0.60 per mile
* On job inspection mileage will be billed	\$ 0.60 per mile
F. Special Equipment/Software	
Special Software for Modeling/Analysis	\$ 10/hour
Large Format Blueprints and Reproduction – Bond	\$ 0.50/sq ft
Large Format Blueprints and Reproduction – Mylar	\$ 1.50/sq ft
Color Copies – In-house (8½ x 11)	\$ 0.25/page
G. Expert Witness	Rate x 1.5

- Notes:
- ¹ All payment is due within 30 days from date of invoice. A monthly service charge of 1% will be added on all accounts older than 30 days.
 - ² The foregoing schedule of charges is incorporated into the agreement for the services provided effective January 1, 2020. After December 31, 2020, invoices will reflect the schedule of charges in effect at that time.
 - ³ PACE's rates include professional liability insurance coverage for claims up to \$2 million. Clients can purchase additional coverage for cost and upfront payment of \$5,000 per additional \$1 million of insurance up to a maximum of \$5 million.

TASK ORDER AGREEMENT

Task Order Number/Title: 1 – Town of Yarrow Point – NE 37th St	Date: November 20, 2020
On-Call Consultant: PACE Engineers, Inc.	Agreement Number: -

The Town of Yarrow Point desires to execute Task Order Agreement No. 1 with PACE Engineers, Inc. to provide a topographic survey of NE 37th Street.

All provisions in the basic On-Call Survey agreement remain in effect except as expressly modified by this amendment.

Execution of this Task Order by TOWN and CONSULTANT will serve as authorization for CONSULTANT to carry out and complete the services as set forth below in accordance with the referenced Agreement between TOWN and CONSULTANT.

The changes to this agreement are described as follows:

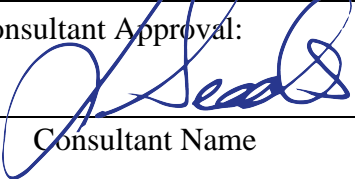
Scope of Work

1. Perform a limited topographic survey of the area highlighted in green on the attached exhibit showing the following:
 - a. Edge of roadway (FL of curb, edge of asphalt) taken at significant angle points only
 - b. Trees greater than 6" DBH within the right of way
 - c. Stormwater infrastructure
 - d. Sanitary Sewer infrastructure
 - e. Surface utility features (power & communication)
 - f. Driveway locations
 - g. Right of Way shall be resolved and property lines (will be shown per King County GIS and should be viewed as approximate)
2. The project will be controlled by GPS observations with ties to nearby City Bellevue control points.
3. Deliverables will be an AutoCAD C3D 2013 drawing.

Fee Basis:

The costs of Task 1 are not to exceed \$7,500.00

PAYMENT shall be amended in accordance with the consultant fee determination attached and as summarized as follows:

<p>Current Contract Amount:</p>	<p>Current Task Order Amount Not to Exceed \$7,500 (Task 1)</p>	<p>Cumulative Total of All Task Orders \$7,500</p>	<p>Estimated Remaining Contract Amount</p>
<p>Consultant Approval:</p> 			
<p>_____</p> <p>Consultant Name</p>	<p>_____</p> <p>Survey Project Manager Title</p>	<p>_____</p> <p>November 20, 2020 Date</p>	
<p>_____</p> <p>Contract Manager</p>	<p>_____</p> <p>Date</p>	<p>_____</p> <p>Town of Yarrow Point</p>	<p>_____</p> <p>Date</p>

HOLLY LANE

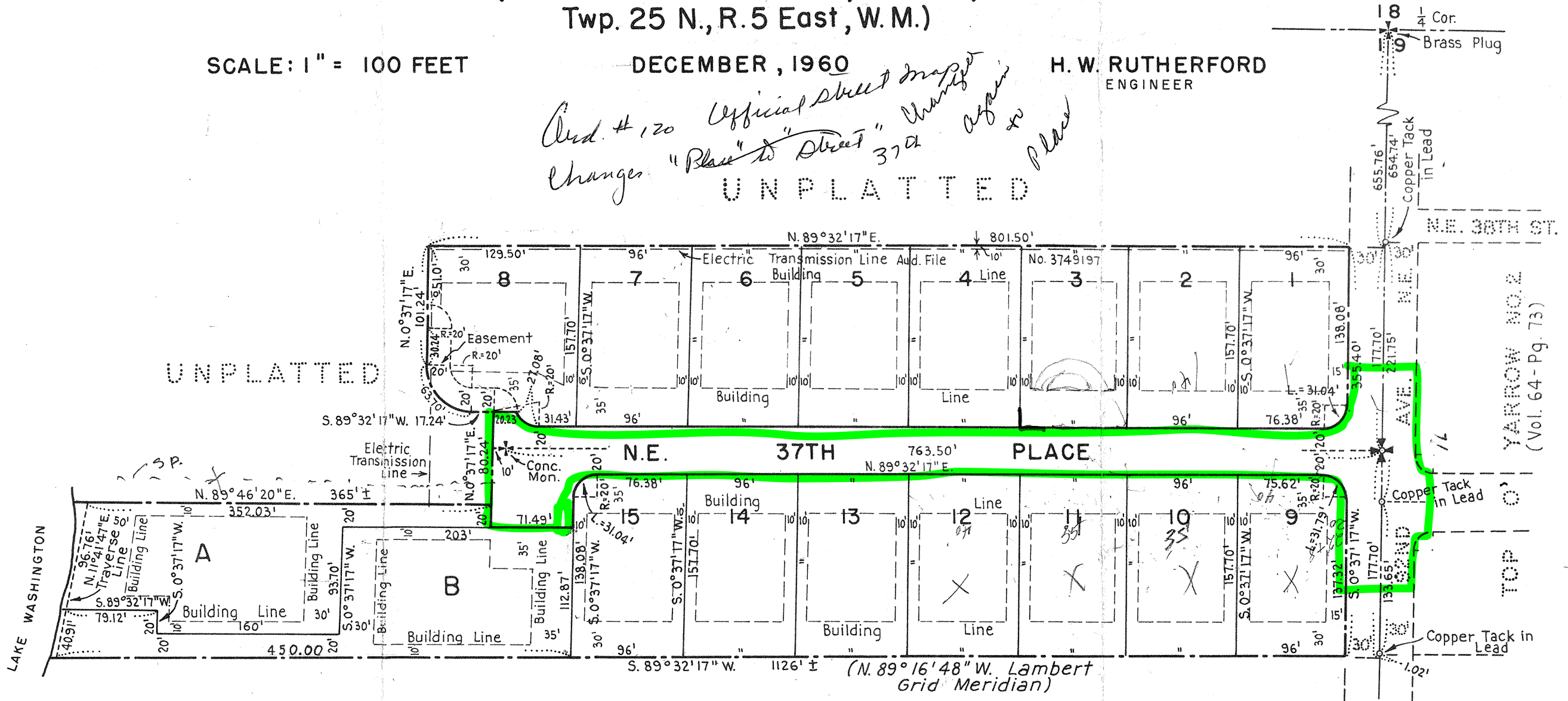
(Situated in Gov't Lot 6, Sect. 19,
Twp. 25 N., R. 5 East, W. M.)

SCALE: 1" = 100 FEET

DECEMBER, 1960

H. W. RUTHERFORD
ENGINEER

Ord. # 120 Official Street map changes "Place" to "Street" 37th
UNPLATTED



DESCRIPTION

This plat of "HOLLY LANE" covers and includes the following described tract of land:

A portion of Government Lot Six (6), Section Nineteen (19), Township Twenty-five (25) North, Range Five (5) East, W. M., described as follows: Beginning at the northeast corner of said Government Lot Six (6); thence South 0° 37' 17" West along the east line thereof, 655.76 feet; thence South 89° 32' 17" West 30.00 feet to the true point of beginning; thence South 0° 37' 17" West parallel to the east line of said Lot, 355.40 feet; thence South 89° 32' 17" West 1126 feet, more or less, to the shore line of Lake Washington; thence northerly along said shore line, 138 feet, more or less, to the south line of that certain tract of land described in instrument recorded under auditor's file No. 3444789, records of King County, Washington; thence North 89° 46' 20" East along said south line and the same produced 365 feet, more or less, to a point on a line which is South 89° 32' 17" West 773.50 feet from and parallel to the east line of said Government Lot 6; thence North 0° 37' 17" East along said parallel line, 80.24 feet; thence South 89° 32' 17" West 17.24 feet; thence along a curve to the right having a radius of 40.00 feet, a distance of 63.70 feet to a point of tangency on a line which is South 89° 32' 17" West 831.50 feet from and parallel to the east line of said Lot; thence North 0° 37' 17" East along said parallel line, 101.24 feet to a point from which the true point of beginning bears North 89° 32' 17" East; thence North 89° 32' 17" East 801.50 feet to the true point of beginning, TOGETHER WITH shore lands of the second class in front thereof or abutting thereon.

Lot 8 in this plat is subject to an easement for roadway purposes as shown thereon.

All courses and dimensions are as shown upon the face of the plat. This plat is subject to easement for sewer as shown by Auditor's File No. 5207169.

DEDICATION

KNOW ALL MEN BY THESE PRESENTS, that we, Edward P. Tremper and Doris V. Tremper, his wife, owners in fee simple of the land hereby platted, hereby declare this plat and dedicate to the use of the public forever the place shown hereon and the use thereof for any and all public purposes not inconsistent with the use thereof for public highway purposes, also the right to make all necessary slopes for cuts or fills upon the lots shown hereon in the reasonable, original grading of the place and avenue shown hereon.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 16th day of DECEMBER, A. D., 1960.

Edward P. Tremper Jr.
Doris V. Tremper

ACKNOWLEDGMENT

State of Washington } s.s.
County of King

This is to certify that on this 16th day of December, A. D., 1960, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Edward P. Tremper and Doris V. Tremper, his wife, to me known to be the individuals described in and who executed the foregoing dedication and each acknowledged to me that they signed and sealed the same as their free and voluntary act and deed for the uses and purposes therein mentioned.

In Witness Whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Helen B. Lilly
Notary Public in and for the State of Washington, residing at Seattle.

Examined and approved this 28th day of JANUARY, A. D., 1961.
H. W. Rutherford
Engineer, Town of Yarrow Point.



RESTRICTIONS

No lot or portion of a lot in this plat shall be divided and sold or resold, or ownership changed or transferred whereby the ownership of any portion of this plat shall be less than the area required for the use district in which located.

CERTIFICATE

I hereby certify that this plat of "HOLLY LANE" is based upon an actual survey and subdivision of Section 19, Township 25 North, Range 5 East, W. M., that the courses and distances are shown correctly, that the monuments have been set and lot and block corners staked correctly on the ground, that I have complied with the provisions of the statutes and the regulations governing platting.

H. W. Rutherford
Certificate No. 673, License 514 0225100.
Expires Jan. 1, 1961.



I hereby certify that the within plat of "HOLLY LANE" is duly approved by the Town of Yarrow Point Planning Commission this 31st day of January, A. D., 1961.

Erik S. Lund Chairman
Rainier A. Moore Secretary

I hereby certify that the within plat of "HOLLY LANE" is duly approved by the Mayor of the Town of Yarrow Point per Ordinance No. 28 this 31st day of January, A. D., 1961.

Robert A. Morrison Mayor
Attest: *Lorraine M. Hansen* City Clerk.

I hereby certify that there are no delinquent special assessments and all special assessments on any of the property herein contained, as dedicated streets, alleys or for other public use are paid in full. This 31st day of JANUARY, A. D., 1961.

R. H. Smith
Treasurer of the Town of Yarrow Point.

I hereby certify that all property taxes are paid. There are no delinquent special assessments and all special assessments on any of the property herein contained as dedicated streets, alleys or for other public use are paid in full. This 21st day of July, 1962.

A. A. Tremper, County Treasurer.
By *Charles M. Wright*
Deputy County Treasurer.

Filed for record at the request of Town of Yarrow Point this 21st day of July, A. D., 1961, at 44 minutes past 10:00 A. M., and recorded in Volume 67 of Plats, Page 22, records of King County, Washington.

Robert A. Morris
King County Auditor.
By *M. R. Williams*
Deputy County Auditor.

TASK ORDER AGREEMENT

Task Order Number/Title: 2 – Town of Yarrow Point – NE 36th St	Date: November 24, 2020
On-Call Consultant: PACE Engineers, Inc.	Agreement Number: -

The Town of Yarrow Point desires to execute Task Order Agreement No. 2 with PACE Engineers, Inc. to provide a topographic survey of NE 36th Street.

All provisions in the basic On-Call Survey agreement remain in effect except as expressly modified by this amendment.

Execution of this Task Order by TOWN and CONSULTANT will serve as authorization for CONSULTANT to carry out and complete the services as set forth below in accordance with the referenced Agreement between TOWN and CONSULTANT.

The changes to this agreement are described as follows:

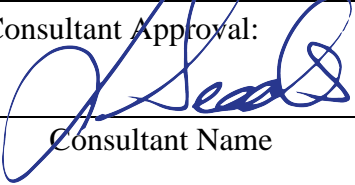
Scope of Work

1. Perform a topographic survey of the area highlighted in green on the attached exhibit showing the following:
 - a. 1 foot contours
 - b. Edge of roadway (FL of curb, edge of asphalt) taken at 50 foot intervals and significant angle
 - c. Trees greater than 6" DBH within the right of way
 - d. Stormwater infrastructure
 - e. Sanitary Sewer infrastructure
 - f. Surface utility features (power & communication)
 - g. Underground utility lines (per utility locate markings)
 - h. Driveway locations
 - i. Right of Way shall be resolved and property lines (will be shown per King County GIS and should be viewed as approximate)
2. The project will be controlled by GPS observations with ties to nearby City Bellevue control points.
3. Deliverables will be an AutoCAD C3D 2013 drawing.

Fee Basis:

The costs of Task 2 are not to exceed \$12,750.00

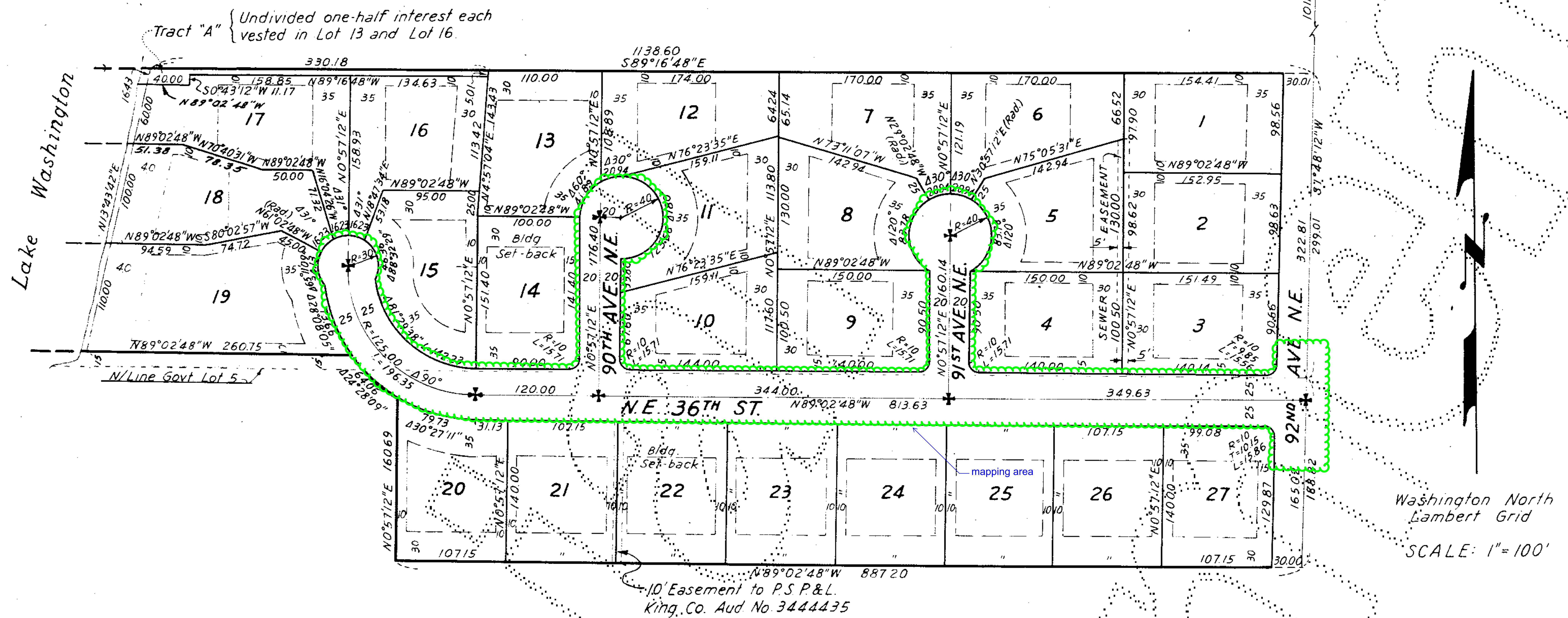
PAYMENT shall be amended in accordance with the consultant fee determination attached and as summarized as follows:

<p>Current Contract Amount:</p>	<p>Current Task Order Amount Not to Exceed \$12,750 (Task 2)</p>	<p>Cumulative Total of All Task Orders \$20,250</p>	<p>Estimated Remaining Contract Amount</p>
<p>Consultant Approval:</p>  <p>_____ <u>Survey Project Manager</u> _____ <u>November 24, 2020</u> Consultant Name Title Date</p>			
<p>_____ Date</p> <p>Contract Manager</p>		<p>_____ Date</p> <p>Town of Yarrow Point</p>	

DONNELLEY

SECTION 19, T 25 N, R 5 E, W. M.

YARROW POINT, WASHINGTON



DESCRIPTION

This Plat of DONNELLEY includes that portion of Section 19, Township 25 North, Range 5 East, W.M., King County, Washington, described as follows: Beginning at the north quarter corner of said Section 19; thence S1°48'12"W 1011.16 feet to the True Point of Beginning of this description; thence continuing S1°48'12"W 299.01 feet to the northeast corner of Government Lot 5 of said Section 19; thence continuing S1°48'12"W 188.82 feet; thence N89°02'48"W 887.20 feet; thence N0°57'12"E 160.69 feet to a point on a curve from which the center bears N31°24'03"E; thence along the arc of said curve to the right, radius of 150 feet, central angle of 24°28'09"; thence to a point 15 feet north of the north line of aforementioned Lot 5; thence N89°02'48"W parallel to and 15 feet north of said north line of Lot 5, 260.75 feet to the line of ordinary high water of Lake Washington; thence along the line of ordinary high water N13°43'42"E 286.43 feet to a point on the north line of the herein described plat which bears N89°16'48"W from the true point of beginning; thence S89°16'48"E 1138.60 feet to the true point of beginning EXCEPT the east 30 ft thereof; ALSO second class shorelands situated in front of, adjacent to or abutting thereon.

DEDICATION

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, owners in fee simple of the land hereby platted, hereby declare this plat and dedicate to the public forever all streets, avenues, and easements shown hereon, and the use thereof for any and all public purposes not inconsistent with the use thereof for public highway purposes, together with the right to make all necessary slopes for cuts or fills upon the lots and blocks shown hereon in the original, reasonable grading of the streets or avenues shown hereon.

IN WITNESS WHEREOF we have hereunto set our hands and seals this 16th day of December, 1960.

Harry Donnelley
Blackburn S. Joslin MD
Anne D. Joslin
William M. Culliton

Helen M. Culliton
David S. Cahill
Sally S. Cahill

ACKNOWLEDGMENT

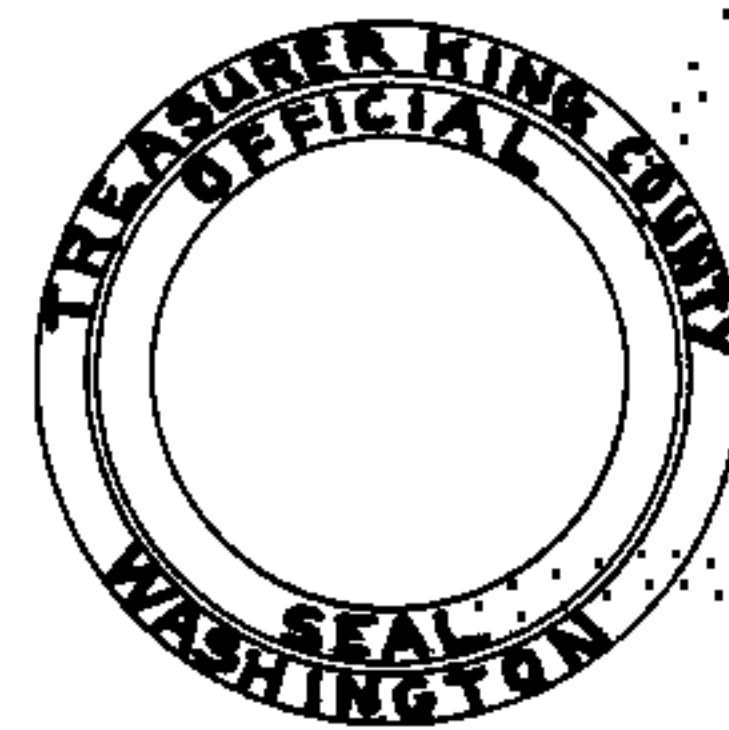
STATE of WASHINGTON } s.s.
COUNTY of KING }
This is to certify that on this 16th day of December, A.D. 1960, before me the undersigned, a Notary Public, personally appeared David S. Cahill and Sally S. Cahill, his wife; William M. Culliton and Helen A. Culliton, his wife; and Harry Donnelley; and Blackburn S. Joslin and Anne D. Joslin, his wife; to me known to be the persons who executed the foregoing dedication, and who acknowledged to me that they signed and sealed the same as their free and voluntary act and deed for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and the year first above written.

RESTRICTIONS

No lot or portion of a lot in this plat shall be divided and sold or resold, or ownership changed or transferred whereby the ownership of any portion of this plat shall be less than the area required for use district in which located. All lots are subject to restrictive covenants as filed with plat.

SURVEYOR'S CERTIFICATE

I hereby certify that this plat of DONNELLEY is based upon an actual survey and subdivision of Section 19, Township 25 North, Range 5 East, W.M., that the distances and courses are shown hereon correctly; that the monuments have been set and the lot and block corners staked correctly upon the ground, and that I have fully complied with the provisions of the statutes and platting regulations.



J. L. Eller
PROFESSIONAL LAND SURVEYOR
REG. NO. 5331



TREASURERS' CERTIFICATES

I hereby certify that all property taxes are paid, that there are no delinquent special assessments certified to this office for collection, and that all special assessments certified to this office for collection on any of the property herein contained, dedicated as streets, avenues or for other public use, are paid in full. This 18 day of January, 1961.

By: *Charles B. Wright*
DEPUTY COUNTY TREASURER

A. A. TREMPER
KING COUNTY TREASURER

I hereby certify that there are no delinquent special assessments and all special assessments on any of the property herein contained dedicated as streets, alleys, or for other public use are paid in full. This 17 day of January, 1961.

David S. Cahill
TREASURER, TOWN OF YARROW POINT

APPROVALS

The Planning Commission of the Town of Yarrow Point meeting in regular session this 17 day of January, 1961, did find that the DONNELLEY plat serves the public use and interest and has authorized its secretary to execute its written approval hereon.

Philip J. Moore
SECRETARY, PLANNING COMMISSION
TOWN OF YARROW POINT

5242966

Examined and approved by me this 16th day of December, A.D. 1961.



Glen T. Sparrow
ENGINEER, TOWN OF YARROW POINT

RECORDING CERTIFICATE

Filed for record at the request of the Town of Yarrow Point this 18th day of JANUARY, 1961, at 17 minutes past 4 P.M., and recorded in Volume 66 of Plats, page 4, Records of King County, Washington.

Approved:

Robert L. Morrison
MAYOR

Robert A. Morris
KING COUNTY AUDITOR

Attest: *Elizabeth M. Johnson*
CLERK



TASK ORDER AGREEMENT

Task Order Number/Title: 3 – Town of Yarrow Point – 94th Ave NE	Date: November 24, 2020
On-Call Consultant: PACE Engineers, Inc.	Agreement Number: -

The Town of Yarrow Point desires to execute Task Order Agreement No. 3 with PACE Engineers, Inc. to provide a topographic survey of 94th Ave NE.

All provisions in the basic On-Call Survey agreement remain in effect except as expressly modified by this amendment.

Execution of this Task Order by TOWN and CONSULTANT will serve as authorization for CONSULTANT to carry out and complete the services as set forth below in accordance with the referenced Agreement between TOWN and CONSULTANT.

The changes to this agreement are described as follows:


Scope of Work

1. Perform a topographic survey of the area highlighted in red on the attached exhibit showing the following:
 - a. 1 foot contours
 - b. Edge of roadway (FL of curb, edge of asphalt) taken at 50 foot intervals and significant angle points
 - c. Trees greater than 6" DBH within the right of way
 - d. Stormwater infrastructure
 - e. Sanitary Sewer infrastructure
 - f. Surface utility features (power & communication)
 - g. Underground utility lines (per utility locate markings)
 - h. Driveway locations
 - i. Right of Way shall be resolved and property lines (will be shown per King County GIS and should be viewed as approximate)
2. The project will be controlled by GPS observations with ties to nearby City Bellevue control points.
3. Deliverables will be an AutoCAD C3D 2013 drawing.

Fee Basis:

The costs of Task 3 are not to exceed \$19,150.00

PAYMENT shall be amended in accordance with the consultant fee determination attached and as summarized as follows:

Current Contract Amount:	Current Task Order Amount Not to Exceed \$19,150 (Task 3)	Cumulative Total of All Task Orders \$39,400	Estimated Remaining Contract Amount
Consultant Approval:			
	<u>Survey Project Manager</u>	<u>November 24, 2020</u>	
_____ Consultant Name	_____ Title	_____ Date	
_____ Contract Manager	_____ Date	_____ Town of Yarrow Point	_____ Date

94th Ave NE



The information included on this map has been compiled by King County staff from a variety of sources and is subject to change without notice. King County makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. King County shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of King County.

Date: 11/24/2020

No fees



King County

King County, EagleView Technologies, Inc.

Pavement Protection Draft Ordinance No. 708	Proposed Council Action: For Approval.
---	---

Presented by: Town Engineer Stacia Schroeder

Exhibits:

- Draft Pavement Protection Ordinance No. 708
- Exhibit A – TYPMC Chapter 12.10 – PAVEMENT MANAGEMENT AND ROADWAY PRESERVATION STANDARDS

Summary:

To establish regulations related to roadway disturbances, pavement preservation and related matters.

Recommended Action:

For Approval.

TOWN OF YARROW POINT, WASHINGTON

ORDINANCE NO. 708

AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON, ADOPTING NEW CHAPTER 12.10 OF THE YARROW POINT MUNICIPAL CODE, ENTITLED “PAVEMENT MANAGEMENT AND ROADWAY PRESERVATION STANDARDS”, TO ESTABLISH REGULATIONS RELATED TO ROADWAY DISTURBANCES, PAVEMENT PRESERVATION AND RELATED MATTERS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Yarrow Point Municipal Code (YPMC) Title 12 provides for regulations related to streets, sidewalks and public places, but does not address roadway preservation or protection, nor pavement management; and

WHEREAS, there is a need for roadway protection and pavement management regulations to enable the Town to better manage, preserve and protect its roadways and pavement surfaces for the safety and comfort of the Town’s residents and traveling public, and to reduce demand on the Town’s limited financial resources; and

WHEREAS, the Town Council finds that new YPMC Chapter 12.10, entitled Pavement Management and Roadway Preservation Standards, attached and incorporated herein as **Exhibit A**, addresses the foregoing situations and establishes appropriate rules, regulations and standards for roadway management and preservation.

NOW, THEREFORE THE TOWN COUNCIL OF THE TOWN OF YARROW POINT ORDAINS AS FOLLOWS:

Section 1. Findings. The Town Council adopts the forgoing recitals as findings in support of this Ordinance.

Section 2. New Chapter Adopted. New Chapter 12.10 of the Yarrow Point Municipal Code, entitled “Pavement Management and Roadway Preservation Standards”, is hereby adopted as set forth in **Exhibit A** hereto.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this Ordinance.

Section 4. Corrections. The Town Clerk-Treasurer and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including but not limited to correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Effective Date and Publication. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the Town. This Ordinance shall take full force and effect five (5) days after the date of publication.

Approved by the Council of the Town of Yarrow Point this ___ day of _____, 20__ and signed into authentication of its passage the ___ day of _____, 20__.

APPROVED

Mayor Dicker Cahill

ATTEST / AUTHENTICATED

Clerk-Treasurer Bonnie Ritter

APPROVED AS TO FORM:

Scott Missall, Town Attorney
Ogden Murphy Wallace, PLLC

Exhibit A

Chapter 12.10

PAVEMENT MANAGEMENT AND ROADWAY PRESERVATION STANDARDS

Sections:

- 12.10.010 Purpose.
- 12.10.020 Definitions.
- 12.10.030 General requirements.
- 12.10.040 Limitations on pavement disturbance.
- 12.10.050 Pavement restoration standards.

12.10.010 Purpose.

The purpose of this chapter is to manage, preserve and protect town roadways and related infrastructure, enhance the safety and comfort of the town's residents and traveling public, and enable the town to make better use of its tax revenues. The procedures and standards adopted by this chapter are intended to address those problems and meet the purposes of this chapter.

12.10.020 Definitions.

A. The following terms have the indicated meaning unless the context clearly indicates to the contrary:

“Patch” means either the physical means of implementing pavement restoration or the restoration product itself.

“Pavement” means the surface of a roadway that is designed for public travel, including roadway shoulders and the structural components underlying the pavement.

“Pavement disturbance” means any activity in a roadway that cuts, damages, removes, replaces, mars, trenches, digs, holes, or disturbs in any fashion the roadway pavement.

“Pavement restoration” means to repair, replace, or reconstruct pavement to its original, or better, condition, than existed before the pavement disturbance occurred.

“Roadway” means any road, lane, alley or right-of-way within the town.

“Work” means pavement restoration.

12.10.030 General requirements.

A. All work performed under this chapter shall require approval and issuance of a right-of-way work permit under Chapter 12.04 YPMC, and is subject to the charges, requirements, procedures, and enforcement mechanisms in Chapter 12.04 YPMC.

B. All work performed under this chapter shall meet the following basic standards:

1. The roadway and pavement shall be restored to its original structural condition, or better, at the completion of the work.
2. The work shall be done in accordance with the latest edition of the Yarrow Point Standard Plans RD-13a through RD-13e, and as such may hereafter be amended and supplemented, which shall be available from the public works department.

3. The work shall be inspected by the town engineer as appropriate and shall require the town engineer's written approval before the work may be considered complete.

12.10.040 Limitations on pavement disturbance.

A. The town engineer may place restrictions or limitations on the performance of any work or pavement disturbance in roadways when deemed necessary or appropriate to meet the purposes of this chapter. Without limiting the foregoing, the town engineer may apply the following criteria in making such determinations:

1. Limitations on pavement disturbance ~~may~~ will generally be declared whenever major construction, reconstruction, or a structural overlay has been performed on a roadway.
2. Limitations on pavement disturbance will generally apply for a three-year period on town roadways after completion of a major construction, reconstruction, or structural overlay.

12.10.050 Pavement restoration standards.

A. Any work which results in pavement disturbance shall require completion of pavement restoration in accordance with this section and shall return the pavement to its original, or better, structural condition than existed before the pavement disturbance.

B. Unless the town engineer specifies different standards, the following standards shall apply to all pavement restoration and patches:

1. A full depth patch sufficient to match existing pavement depth or four inches, whichever is greater, shall be constructed on and over the disturbed area and to a minimum lateral distance of 12 inches beyond the boundaries of the disturbed area.
2. A minimum two-inch-thick grind and overlay is required for the restored area beyond the full depth patch.
3. Final restoration shall use in-kind patching material to match the existing pavement that was removed, including permeable pavement or concrete.
4. All patch edges shall be sealed with town-approved material.
5. No irregular patch perimeter shall be allowed. Each patch shall have a single straight edge in both transverse (curb to curb) and longitudinal (direction of travel) directions.
6. The minimum patch dimension in both transverse and longitudinal directions shall be 24 inches.
7. A patch shall be extended to the curb and/or edge of lane if the patch is located within 36 inches of such feature.
8. If the transverse dimension of a patch is greater than half the lane width, then the patch shall be extended from the curb to the full lane width or the centerline of the roadway, whichever applies.
9. If two or more patches will be located within 48 inches of each other in the transverse direction, and/or within 10 feet of each other in the longitudinal direction, they shall be combined into a single larger patch.
10. If a new patch is made within any portion of an existing larger patch, then the entire original patch shall be replaced.

11. If a patch will extend over a lane edge or centerline of the roadway, then the patch shall be extended to the full roadway width or nearest lane edge.

C. Temporary patching may be allowed at the discretion of the town engineer and on such terms and conditions as the town engineer determines appropriate.

D. The town engineer shall inspect all pavement restoration during and at the completion of such work. No pavement restoration will be deemed complete until the town engineer has approved such work in writing.

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

Agenda Bill 20-43
December 8, 2020

Reappointment of two Park Commission Members	Proposed Council Action: Council confirmation of reappointment of two Park Commission Members
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Presented by: Mayor Cahill

Exhibits: None

Summary:

The following Park Commission Member terms are up for reappointment:

1. Doug Waddell
2. Krista Fleming

Recommended Action:

Motion to confirm the reappointment of Doug Waddell and Krista Fleming for three year terms on the Park Commission.

Appointment of Mayor Pro Tem	Proposed Council Action: Appoint Mayor Pro Tem
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Presented by: Mayor Cahill

Exhibits: None.

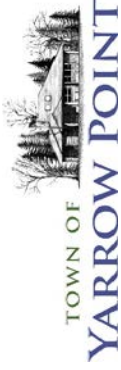
Summary:

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

Recommended Action:

Move that a member of the Council be appointed to serve as the Mayor Pro Tem for the next six months – January 1, 2021 through June 30, 2021.

Town Council Project Tracking Sheet



Project Description	Status	Priority	Lead person	Date/year started	Updated	Date/year Complete	Comments
ROW Parking improvements	Started	High	Mayor	Nov-20	20-Nov		Working to improve ROW parking locations along 94th & 95th. The Council will review an updated proposal from staff at the Dec Council meeting.
Drug & alcohol prevention	Started	High	Mayor/Staff/Council	Mar-20	Nov-20		At the October 13, 2020 Council meeting, Mayor Cahill stated that he would get in touch with Mayor Klaas to formulate an informal task force. Mayor spoke with Joyce Nichols from City of Bellevue regarding the CARES Program.
Holiday light on significant tree located on NE 37th Pl & 92nd Ave NE	Started						As a bright way to lift up spirits during the COVID-19 season, Mayor Cahill would like to light up the significant tree that straddles Town ROW and private property located at intersection of NE 37th Pl and 92nd Ave NE. He noted that the private property owner gave full endorsement to light up the tree. The cost would be \$10,000. He would like the Town to fund half and get donations to cover the other half, otherwise, he will personally cover that portion. The Council discussed and agreed to the opportunity.
Interest rates	Started		Mayor	Oct-20	Nov-20		Council requested that Mayor/staff look into new interest rates while they were discussing the 2021 budget. Mayor is pursuing the possibility of financing half of the Town's underground project as a consideration basis.
Back up & retention system research	Started		Mayor/Clerk-Treasurer	Oct-20	Nov-20		Researching the Town's current back up and retention systems to potentially find a more cost saving alternative. In process.
Replacement tree on Town ROW 95th Ave NE (4201 95th Ave NE) BDR project	Started		Councilmember Bush	Feb-20			A tree was inadvertently damaged by poor construction practices and deemed for removal. Mayor and staff have identified its replacement as a condition to meet final inspection with the contractor who damaged the original tree.
Street restoration policy	Started	High	Attorney	Mar-20	Nov-20		Provision that some cities have regarding set standards for the restoration of street repair to meet the jurisdictions requirements in a particular time frame. The Town Attorney will prepare a draft for the December 2020 Council meeting.

Town Council Project Tracking Sheet

Short Plat 55 stormwater upgrades	Started	High	Engineer	Feb-20	Nov-20		Letters were sent out to residents on Short Plat 55 discussing options regarding the need for drainage redesign. Mayor will reach out to the Town Engineer to get an update.
Emergency preparedness	Ongoing	High	Mayor & staff				Increasing involvement.
Ongoing maintenance to Town Hall	Ongoing		Mayor & staff		20-Nov		In 2021, the Town will get a quote to have new stain applied to the exterior of Town Hall.

Last update: 11/18/2020