YARROW POINT
TOWN COUNCIL MEETING AGENDA
July 13, 2021
7:00 p.m. via conference call at:
206-485-3849 Conference ID: 487 703 453#

With the passage of the Town's Proclamation of Local Emergency, Town Hall is closed to the public. Council participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. Individuals wishing to speak live during the Virtual Town Council meeting should register their request with the Deputy Clerk at 425-454-6994 or email depclerk@yarrowpointwa.gov and leave a message before 4:30pm on the day of the July 13 Council meeting. Please reference Public Comments for July 13 Council Meeting on your correspondence. The Deputy Clerk will call on you by name or telephone number when it is your turn to speak. If you call in via telephone, please unmute yourself by dialing *6 when it is your turn to speak. If you have not registered, wait for the Deputy Clerk to ask for non-registered public comments, unmute your phone, and state your name and comment topic. Wait for the Deputy Clerk to call on you before making your comment. Speakers will be allotted 3-minutes for your comment and will be asked to stop when you reach the 3-minute limit.

Click here to join the meeting
Or call in (audio only)
+1 206-485-3849,,487703453# United States, Seattle
Phone Conference ID: 487 703 453#

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mayor Dicker Cahill

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

APPEARANCES:
Members of the public may speak concerning items that either are or are not on the agenda. The Council takes these matters under advisement. Please state your name and address and limit comments to 3 minutes. If you call in via telephone, please unmute yourself by dialing *6 when it is your turn to speak. Comments via email may be submitted to depclerk@yarrowpointwa.gov or regular mail to: Town of Yarrow Point 4030 95th Ave NE Yarrow Point, WA. 98004.

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. MINUTES
A. Minutes of regular meeting of June 8, 2021.
B. Minutes of special meeting of June 30, 2021.

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

3. STAFF REPORTS

REGULAR BUSINESS:
4. AB 21-33 — Town Hall Reopening Plan
5. AB 21-34 — Private property tree code – Status report from Planning Commission
6. AB 21-35 — Sally's Alley Status Update
7. AB 21-36 — Discuss adding additional Flock Safety license plate reader camera (NE 32nd St)
8. AB 21-37 — AV equipment research for Town Hall Council Chambers

9. MAYOR & COUNCIL REPORTS

10. ADJOURNMENT

TOWN OF YARROW POINT
COUNCIL REGULAR MEETING (TELECONFERENCE) MINUTES
June 8, 2021
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 7:02pm

PRESENT:

Mayor:	Dicker Cahill
Councilmembers:	Stephan Lagerholm Carl Scandella Mary Elmore Andy Valaas Steve Bush
Staff:	Bonnie Ritter – Clerk-Treasurer Austen Wilcox – Deputy Clerk Mona Green – Town Planner Stacia Schroeder – Town Engineer Scott Missall – Town Attorney Emily Miner – Town Deputy Attorney
Guests:	Roger Kuykendall – Gray & Osborne, Inc. Kevin Brown – Gray & Osborne, Inc. Katy Harris – Resident

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. MINUTES
Minutes of regular meeting May 11, 2021.
MOTION: Councilmember Valaas moved to approve the regular meeting minutes of May 11, 2021 as amended and distributed on June 7, 2021. Councilmember Bush seconded the motion.
VOTE: 5 For, 0 Against. Motion carried.

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2. CONSENT CALENDAR:
MOTION: Councilmember Valaas moved to approve the Consent Calendar as presented including the Payment Approval Report dated 6/3/2021 approving payments as shown totaling $267,215.22 plus payroll, benefits, and tax expenses of $29,548.02 as shown on the attached payroll and benefits reports for a grand total of $296,763.24. Councilmember Lagerholm seconded the motion.
VOTE: 5 For, 0 Against. Motion carried.

3. STAFF REPORTS:

A. Police Report
Lieutenant Dawn Hanson gave a report of May police activity in Yarrow Point. Crime has spiked in King County due to recently passed legislation for decriminalizing drug possession.

Mayor and Council thanked the CHPD for their service and expressed offers to support their department. Mayor Cahill will work collectively with other mayors to find ways to support the local police departments.

B. Engineer Reports
NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project
The following activities are scheduled over the next month:

- PGH will focus on completing the stormwater mainline on NE 42nd Street;
- PSE will install underground mainline on 91st Ave NE starting the week of 6/7;
- Comcast will install underground mainline on 91st Ave NE beginning the week of 6/14;
- Lumen (CenturyLink) will install underground mainline on 91st Ave beginning the week of 6/21;

Town staff will assist the various purveyors with resident notifications regarding power/ phone/ cable outages.

2021 NE 37th Paving Project
Fury Site Works, under contract with the City of Bellevue, completed the additional paving on NE 37th Street on May 5th, 2021.

REGULAR BUSINESS
4. AB 21-27: Gray & Osborne, Inc. change order & project summary
Gray & Osborne, Inc. representatives Roger Kuykendall and Kevin Brown provided a summary of the requested change order and discussed the status of the NE 42nd St/91st Ave NE Stormwater Upsizing and UGC project.
.
MOTION: Councilmember Valaas moved to authorize Mayor Cahill to execute Gray & Osborne Amendment No. 3 dated June 2, 2021, for additional services related to the NE 42nd Street/91st Avenue NE Stormwater Upsizing and UGC project not to exceed $50,000.00. Councilmember Lagerholm seconded the motion.
VOTE: 5 For, 0 Against. Motion carried.

5. <u>AB 21-28: Comcast Franchise/ Ordinance No. 710 – For approval</u>
During the May 11th Council meeting, Council requested revisions to the franchise to clarify provisions regarding when undergrounding to residents' homes would occur. The Town Engineer also suggested a few minor revisions for clarity. The franchise has been updated in accordance with those directions. For ease of Council packet reading, a clean version of the franchise is included, along with the 7 individual pages that reflect the redlines of the specific sections that have been updated.

<u>MOTION:</u> Councilmember Bush moved to approve Ordinance No. 710, an Ordinance of the Town of Yarrow Point, Washington, granting Comcast Cable Communications Management, LLC, the right, privilege, authority and franchise to construct, operate, maintain, reconstruct, repair and upgrade the cable system upon, over, under, along, across and through the Franchise Area for the purpose of providing Cable Services subject to the terms and conditions set forth in this Ordinance and applicable law; and establishing an immediate effective date. Councilmember Valaas seconded the motion.
<u>VOTE:</u> 5 For, 0 Against. Motion carried.

6. <u>AB 21-29: CIP/TIP Plan – 2022-2027</u>
The Town Engineer prepared an annual Capital Improvement Plan (CIP) for public comment and Council consideration which includes projected transportation, stormwater, and underground conversion projects. This year's CIP covers the period 2022-2027.

Council discussed additional proposed projects not included in the 2022-2027 CIP/TIP for future consideration.

Mayor Cahill opened the public hearing at: 8:27pm.

No comments.

Mayor Cahill closed the public hearing at: 8:28pm.

<u>MOTION:</u> Councilmember Scandella moved to approve Ordinance No. 712, An ordinance of the Town of Yarrow Point, Washington, Adopting a Capital Improvement Plan and Transportation Improvement Plan for 2022-2027, and fixing a time when the same shall become effective. Councilmember Bush seconded the motion.
<u>VOTE:</u> 5 For, 0 Against. Motion carried.

7. <u>AB 21-30: Update on process to reclassify Sally's Alley from a road into a park</u>
Town Attorney Scott Missall shared an update on the process to obtain the required legal components for the consideration of reclassifying Sally's Alley from a road into a park. Attorney Missall projects to have the required legal components acquired by five weeks at which point the agenda bill can be turned over to the Planning Commission to review and provide a recommendation to Council.

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8. <u>AB 21-31: Appointment of Mayor Pro Tem</u>
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.

<u>MOTION:</u> Councilmember Bush moved to appoint Councilmember Scandella to serve as the Mayor Pro Tem for the next six months – July 1, 2021 through December 31, 2021. Councilmember Valaas seconded the motion.
<u>VOTE:</u> 5 For, 0 Against. Motion carried.

Mayor and Council thanked Councilmember Scandella for his role as Mayor Pro Tem.

9. <u>MAYOR AND COUNCIL REPORTS:</u>
Mayor

- Mayor Cahill reviewed statistics pulled from the Town's two speed limit radar signs captured with the signs on and when the displays are off but still collecting data. The statistics show a decrease in speed when they are one compared to the statistics shown when they are off.

- Council discussed a possibility to install a speed limit radar sign in the 92nd Ave NE roundabout. Mayor Cahill will contact WSDOT.

- Mayor Cahill reported that he and staff are still in the process of auditing the Town's utility tax income.

- The larger Points 4th of July events have been cancelled for 2021.

Councilmember Elmore
Councilmember Elmore asked how well the Town is prepared against ransomware attacks. Mayor and staff reported that the Town's I.T. provider is running monthly vulnerability scans.

Councilmember Bush
Councilmember Bush discussed adding a dead end/no thoroughfare sign at the entry of NE Points Drive due to the number of trucks and cars that get blocked at the end of the drive.

Councilmember Lagerholm

- Councilmember Lagerholm discussed broadcasting Council meetings remotely and allow virtual call in when in person Council meetings take place again. Staff will contact the Town's IT provider and work with them to research a solutions. Councilmember Lagerholm and Councilmember Bush both offered their assistance.

- Councilmember Lagerholm stated that the Town needs to continue drug awareness involvement and support prevention awareness. Resident Katy Harris spoke about a governmental funding resource and will research to find out if the Town can take advantage of it.

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Councilmember Valaas

- Councilmember Valaas requested clarity from Attorney Missall regarding the referenced legislation that the CHPD referenced in their report. Attorney Missall will research and share with Council further information.
- Councilmember Valaas made requests for the Council's project tracking sheet included in the monthly packets.

10. <u>ADJOURNMENT:</u>

<u>MOTION:</u> Councilmember Bush moved to adjourn the meeting at 9:36pm. Councilmember Scandella seconded the motion.
<u>VOTE:</u> 5 For, 0 Against. Motion carried.

APPROVED: ATTEST:

_____ _____

Dicker Cahill, Mayor Bonnie Ritter, Clerk-Treasurer

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TOWN OF YARROW POINT
COUNCIL SPECIAL MEETING (TELECONFERENCE) MINUTES
June 30, 2021
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 7:00pm

PRESENT:

Mayor:	Dicker Cahill
Councilmembers:	Stephan Lagerholm – Excused absence Carl Scandella Mary Elmore Andy Valaas Steve Bush
Staff:	Bonnie Ritter – Clerk-Treasurer Austen Wilcox – Deputy Clerk Scott Missall – Town Attorney
Guests:	Julie Lynch – Resident

APPEARANCES:
Julie Lynch resident and Points 4th Chairperson at 9036 NE 41st St stated that the intent of the Points 4th committee is to continue the annual celebration and would like the Town to endorse it. The parade and fireworks show have been cancelled. She discussed details around the proposed events and locations.

Mayor Cahill responded to Ms. Lynch and thanked she and the Points 4th Committee for their efforts.

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.

REGULAR BUSINESS
1. AB 21-32 – The official position of the Town of Yarrow Point as of the June Council meeting is as follows: (1) The Town would not sponsor or support the Parade or Street Dance related to the 4th of July due to the ongoing COVID pandemic, applicable COVID protocols and proclamations, and the size and proximity of the potential crowd. (2) The Town would not sponsor, but was in support of the Pickle Ball Tournament and

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the Fishing Derby based on the ability of the event sponsors to monitor and ensure safe distances and compliance with COVID protocols.

The Governor has announced that he intends to provide an update on 6/30/21 of recommended COVID guidance, proclamations, protocols and restrictions. This Special Meeting is called to enable the Town Council and Mayor to review and confer regarding the Governor's announced actions and their impact, if any, on the conduct of the events identified above. The Mayor and Town Council may or may not take action on or concerning the Town's position on the events identified above.

Mayor and Council reviewed a discussion summary from the May 11, 2021 regular Council meeting including an article from the Washington State Governor's Office dated May 13, 2021 regarding statewide reopening.

Councilmembers reviewed their discussion from the May regular Council meeting sharing their concerns regarding COVID safety and a variant virus. They are not in support of a big community event this year and recommend that people celebrate at home. They discussed the Town's broadcast of the planned events distributed from the Points 4th Committee.

Council discussed a proposal to have the street dance take place at outside of Yarrow Point Town Hall with no street closures.

Mayor Cahill reviewed recent announcements from the State Governor regarding reopening.
.
MOTION: Councilmember Valaas moved that the Town permit the Points 4th of July Committee to use the Town Hall for a street dance on July 3, 2021, provided that there are no street closures and that the Town contribute the cost for police presence to the Committee in kind. Councilmember Scandella seconded the motion.

VOTE: 3 For, 1 Against. Motion carried.
Councilmember Bush opposed.

2. ADJOURNMENT:
MOTION: Councilmember Bush moved to adjourn the meeting at 8:16pm. Councilmember Valaas seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

APPROVED: ATTEST:

_____ _____
Dicker Cahill, Mayor Bonnie Ritter, Clerk-Treasurer

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Business of The Town Council
Town of Yarrow Point, WA

Consent Calendar

July 13, 2021

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

Presented by: Clerk-Treasurer

Exhibits: Consent Calendar Items

Summary:

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

The following document are included in this section:

- Payment Approval and Payroll Reports

Recommended Action:

Move to: Approve the Consent Calendar as presented including the Payment Approval Report dated 7/7/2021 approving payments as shown totaling **$ 312,193.85** plus payroll, benefits, and tax expenses of **$ 30,971.01** as shown on the attached payroll & benefits report for a total of **$ 343,164.86.**

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Aardvark Bark Blowing					
103	Aardvark Bark Blowing	Bark for playground	06/24/2021	2,532.30	2,532.30
	Total Aardvark Bark Blowing:			2,532.30	
Banner Bank					
700	Banner Bank	Constant Contact	06/21/2021	77.07	
700	Banner Bank	Hedge Shear, cedar chips	06/21/2021	191.97	
700	Banner Bank	Cell phones	06/21/2021	277.43	
700	Banner Bank	IT and support	06/21/2021	551.90	
700	Banner Bank	Clerk training	06/21/2021	50.00	
700	Banner Bank	Office supplies	06/21/2021	236.94	14,949.36
	Total Banner Bank:			1,385.31	
Canlis, Christopher and Alice					
1453	Canlis, Christopher and Ali	Street Deposit Refund	06/10/2021	3,750.00	3,750.00
	Total Canlis, Christopher and Alice:			3,750.00	
CASELLE, INC.					
1300	CASELLE, INC.	Contract support and maintenance for August	07/01/2021	710.15	5,680.55
	Total CASELLE, INC.:			710.15	
CITY OF BELLEVUE					
212	CITY OF BELLEVUE	Sewer and Water Service	06/15/2021	344.91	1,014 68
	Total CITY OF BELLEVUE:			344.91	
CITY OF CLYDE HILL					
10	CITY OF CLYDE HILL	Police contraact - 3rd Quarter 2021	06/30/2021	106,884.00	
10	CITY OF CLYDE HILL	Criminal Justice - 2nd Qtr 2021	06/30/2021	4,997.11	328,309.66
	Total CITY OF CLYDE HILL:			111,881.11	
CODE PUBLISHING					
108	CODE PUBLISHING	Ordinance 711 - code update	06/18/2021	210.91	759.32
	Total CODE PUBLISHING:			210.91	
CRYSTAL AND SIERRA SPRINGS					
1046	CRYSTAL AND SIERRA S	Water cooler	06/05/2021	38.51	332.94
	Total CRYSTAL AND SIERRA SPRINGS:			38.51	
DIGITAL REPROGRAPHICS					
256	DIGITAL REPROGRAPHIC	June Council packets	06/04/2021	410.03	2,648.74
	Total DIGITAL REPROGRAPHICS			410.03	
ELECTRONIC BUSINESS MACHINES, INC.					
303	ELECTRONIC BUSINESS	Copier maintenance agreement	06/14/2021	197.74	480.91
	Total ELECTRONIC BUSINESS MACHINES, INC.:			197.74	
Flock Safety					
308	Flock Safety	Annual Service Contract for 2 Cameras	07/06/2021	4,000.00	4,000.00

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Total Flock Safety:				4,000.00	
Gray & Osborne, Inc.					
9043	Gray & Osborne, Inc.	42nd - 91st SW Upsizing and UGC Project - 4/25 to 5/	05/24/2021	8,233.77	
9043	Gray & Osborne, Inc.	42nd - 91st SW Upsizing and UGC Project - 5/23 to 6/	06/21/2021	15,788.05	101,421.35
Total Gray & Osborne, Inc.:				24,021.82	
ISLAND SECURITY SYSTEMS					
21	ISLAND SECURITY SYST	Security Monitoring	06/15/2021	154.00	308.00
Total ISLAND SECURITY SYSTEMS:				154.00	
ISOutsource					
1301	ISOutsource	Server warranty quote	05/31/2021	110.40	
1301	ISOutsource	CW253745 - Monthly bill for June	05/31/2021	55.05	
1301	ISOutsource	CW254506 - Broadcasting Town meeting and requet fo	05/31/2021	423.20	3,331.66
Total ISOutsource:				588.65	
King County Accounts Receivable					
91	King County Accounts Rec	Agreement for Watershed Salmon Recovery Fund-WRI	06/10/2021	887.00	887.00
Total King County Accounts Receivable:				887.00	
KING COUNTY SHERIFF'S OFFICE					
129	KING COUNTY SHERIFF'	Marine Patrol Services for 2021 from 5-15 to 9-15.	06/22/2021	12,670.00	12,670.00
Total KING COUNTY SHERIFF'S OFFICE:				12,670.00	
King County Treasury					
603	King County Treasury	Agreement to collect stormwater fees with prop taxes	05/31/2021	384.02	520.53
Total King County Treasury:				384.02	
KIRKLAND MUNICIPAL COURT					
111	KIRKLAND MUNICIPAL C	Court Costs	06/30/2021	167.80	369.16
Total KIRKLAND MUNICIPAL COURT:				167.80	
McGinnis, Alan					
1454	McGinnis, Alan	Street Deposit Refund	07/06/2021	3,750.00	3,750.00
Total McGinnis, Alan:				3,750.00	
MONA H. GREEN					
219	MONA H. GREEN	Building Permits	06/30/2021	742.50	
219	MONA H. GREEN	Pre-applications	06/30/2021	101.25	
219	MONA H. GREEN	Shoreline Subs Development	06/30/2021	67.50	
219	MONA H. GREEN	Shoreline Exemption	06/30/2021	67.50	
219	MONA H. GREEN	Mechanical permits	06/30/2021	135.00	
219	MONA H. GREEN	General Administration	06/30/2021	1,552.50	21,060.00
Total MONA H. GREEN:				2,666.25	
MUNICIPAL PERMIT SERVICE, LLC					
350	MUNICIPAL PERMIT SER	Code Enforcement	06/30/2021	194.50	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
350	MUNICIPAL PERMIT SER	Buidling Permit Inspections	06/30/2021	1,676.23	
350	MUNICIPAL PERMIT SER	Mechanical/Plumbing permit inspections	06/30/2021	328.36	
350	MUNICIPAL PERMIT SER	Plan Review	06/30/2021	3,093.75	35,045.52
	Total MUNICIPAL PERMIT SERVICE, LLC:			5,292.84	
Northern Waters					
304	Northern Waters	Work on pump for fountain	06/15/2021	2,027.43	6,575.88
	Total Northern Waters:			2,027.43	
NORTHWEST CIVIL SOLUTIONS					
450	NORTHWEST CIVIL SOLU	42nd - 91st Stormwater Upsizing and UGC Project	06/30/2021	4,156.25	
450	NORTHWEST CIVIL SOLU	Plan Review	06/30/2021	875.00	
450	NORTHWEST CIVIL SOLU	General Administration	06/30/2021	437.50	35,312.50
	Total NORTHWEST CIVIL SOLUTIONS:			5,468.75	
PGH Excavating, Inc.					
318	PGH Excavating, Inc.	42nd-91st Stormwater and UGC Project	06/30/2021	104,178.56	550,669.86
	Total PGH Excavating, Inc.:			104,178.56	
PRO-VAC					
1379	PRO-VAC	Jet/clean - stsormwater maintenance on 36th St.	10/22/2020	3,960.00	3,960.00
	Total PRO-VAC:			3,960.00	
PUGET SOUND ENERGY					
604	PUGET SOUND ENERGY	Town Hall service	06/24/2021	172.29	
604	PUGET SOUND ENERGY	Street lights	06/24/2021	651.33	6,242.68
	Total PUGET SOUND ENERGY:			823.62	
Regional Animal Services of KC					
283	Regional Animal Services o	Pet license pass through	06/22/2021	60.00	75.00
	Total Regional Animal Services of KC:			60.00	
SEA-TAC SWEEPING SERVICE					
46	SEA-TAC SWEEPING SE	Street cleaning	04/12/2021	335.00	
46	SEA-TAC SWEEPING SE	Street cleaning	04/12/2021	335.00	
46	SEA-TAC SWEEPING SE	Street cleaning	06/07/2021	335.00	
46	SEA-TAC SWEEPING SE	Street cleaning	06/07/2021	335.00	4,065.00
	Total SEA-TAC SWEEPING SERVICE:			1,340.00	
STATE AUDITOR'S OFFICE					
34	STATE AUDITOR'S OFFIC	Accountability audit	06/09/2021	3,336.45	
34	STATE AUDITOR'S OFFIC	Financial Audit	06/09/2021	6,390.15	12,200.68
	Total STATE AUDITOR'S OFFICE:			9,726.60	
State Department of Transportation					
280	State Department of Trans	Gas for town truck	06/30/2021	270.91	800.52
	Total State Department of Transportation:			270.91	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments
Stork, Carl					
320	Stork, Carl	Reimburse for repair of in-ground irrigation (PGH buryi	06/30/2021	680.23	680.23
	Total Stork, Carl:			680.23	
THE SEATTLE TIMES					
192	THE SEATTLE TIMES	SEPA Determination notice	06/03/2021	61.20	
192	THE SEATTLE TIMES	Ordinance 711	06/11/2021	138.95	
192	THE SEATTLE TIMES	Ordinance 712	06/11/2021	95.28	
192	THE SEATTLE TIMES	Cpecial Council meeting notice	06/30/2021	49.06	1,538.16
	Total THE SEATTLE TIMES:			344.49	
TrafficWrapz					
102	TrafficWrapz	Utility box wraps on 92nd	06/18/2021	6,379.91	6,379.91
	Total TrafficWrapz:			6,379.91	
TREE SOLUTIONS INC.					
258	TREE SOLUTIONS INC.	Inspections - 3829 95th, 9421 40th.	06/08/2021	890.00	890.00
	Total TREE SOLUTIONS INC.:			890.00	
	Grand Totals:			312,193.85	

Vendor	Vendor Name	Description	Invoice Date	Amount Paid	YTD Payments

Certification of the Consent Calendar as presented including the Payment Approval Report dated 7/7/2021 approving payments as shown totaling $312,193.85, plus payroll, tax, and benefit expenses of $30,971.01; as shown on the attached payroll & tax and benefits report for a grand total of $ 343,164.86.

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

Clerk/Treasurer: Bonnie Ritter _____

Dated: July 13, 2021

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
06/25/2021	PC	06/25/2021	6004	Cahill, Richard	9030			
06/25/2021	PC	06/25/2021	6005	Benjamin Tobin	9043		999-1010110	774.07-
06/25/2021	PC	06/25/2021	6006	Dylan J Bear	9045		999-1010110	971.71-
06/25/2021	PC	06/25/2021	1231163	Lovas, Istvan	9002		999-1010110	4,284.06-
06/25/2021	PC	06/25/2021	1231163	Wilcox, Austen	9037		999-1010110	3,470.76-
06/25/2021	PC	06/25/2021	1231163	Ritter, Bonnie	9041		999-1010110	5,565.77-
06/25/2021	CDPT	06/21/2021	8232019	Association of Washington Cities	9	Health and Dental Insurance Insu	001-2200000	1,711.75-
06/25/2021	CDPT	06/21/2021	8232019	Association of Washington Cities	9	Health and Dental Insurance Hea	001-2200000	2,366.22-
06/25/2021	CDPT	06/21/2021	8232019	Association of Washington Cities	9	Health and Dental Insurance Den	001-2200000	164.37-
06/25/2021	CDPT	06/21/2021	8232019	Association of Washington Cities	9	Health and Dental Insurance Visi	001-2200000	36.06-
06/25/2021	CDPT	06/21/2021	8232019	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	1,481.90-
06/25/2021	CDPT	06/21/2021	8232019	DEPT OF RETIREMENT SYSTE	1	State Retirement PERS II Pay P	001-2200000	2,432.93-
06/25/2021	CDPT	06/21/2021	8232019	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,459.99-
06/25/2021	CDPT	06/21/2021	8232019	Federal Tax	2	941 Taxes Social Security Pay P	001-2200000	1,459.99-
06/25/2021	CDPT	06/21/2021	8232019	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	341.45-
06/25/2021	CDPT	06/21/2021	8232019	Federal Tax	2	941 Taxes Medicare Pay Period:	001-2200000	341.45-
06/25/2021	CDPT	06/21/2021	8232019	Federal Tax	2	941 Taxes Federal Withholding T	001-2200000	3,486.68-
06/25/2021	CDPT	06/21/2021	8232019	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I Workers Compens	001-2200000	449.79-
06/25/2021	CDPT	06/21/2021	8232019	DEPT OF LABOR & INDUSTRY	6	Quarterly L & I	001-2200000	38.91-
06/25/2021	CDPT	06/21/2021	8232019	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	47.09-
06/25/2021	CDPT	06/21/2021	8232019	EMPLOYMENT SECURITY DEPT	5	Quarterly Employment Security P	001-2200000	.02-
06/25/2021	CDPT	06/21/2021	8232019	EMPLOYMENT SECURITY DEPT	8	Quarterly WA FMLA WA Paid Fa	001-2200000	86.04-
Grand Totals:			22					30,971.01-

Business of the Town Council
Town of Yarrow Point, WA

Staff Reports
July 13, 2021

STAFF REPORTS

1. Police Report

2. Fire-EMS Reports for June

3. Engineer Report
    A. NE 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project

4. Commission Minutes

Memo

To: Yarrow Point Town Council

From: Chief Kyle Kolling

Date: July 13, 2021

Re: June 2021 Summary

Greetings,

Significant progress was made towards WASPC accreditation. The second level review, the mock assessment, was held virtually June 15-17. Chief Kolling reviewed the mock assessment report with WASPC on June 28 and received compliments on the strength of the portfolio. The third and final level review is tentatively scheduled for August 2021. The goal is to be State Accredited by the fall of 2021.

Training continued in June with:

- Regular monthly training through PoliceOne Academy continued with 2 hours of instruction on defensive tactics.
- Ofc. Lyon and Ofc. Jennings completed mandatory 24-hour CJTC in-service patrol tactics training.
- Ofc. Swai completed a 4-hour CJTC field sobriety test training
- Ofc. Fernandez completed a 24-hour course on investigative interviewing and advanced interrogation techniques.
- Records Manager Jones attended training on public records requests (legislative updates and redacting records).

17 Facebook posts were created in June. There are currently 129 people following our page, a 16% increase from last month! Our page garnered over 70 engagements this month by the public (reactions, comments, and shares). In addition, the Sentinel e-newsletter continued with four editions published to almost 800 recipients. Followers on our Instagram account remained steady at 39!

Town of Yarrow Point

ACTIVITY REPORT

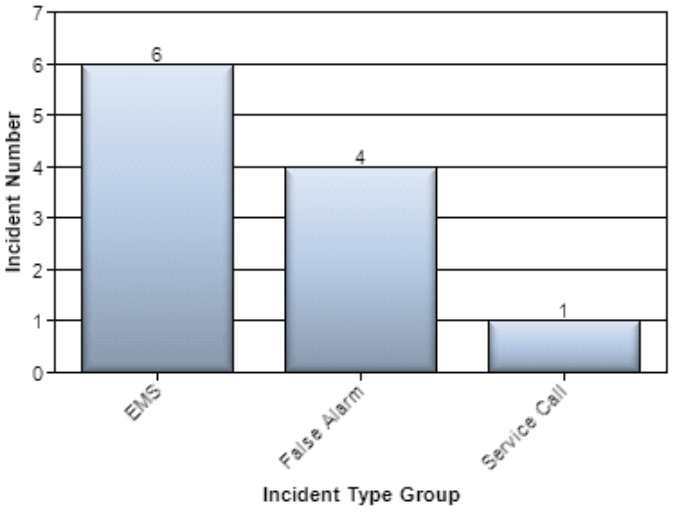
	2021 June	2021 May	2021 YTD	2020 YTD
CRIMES AGAINST PERSONS				
Assault	0	0	0	0
Domestic Violence/Disturbance	0	3	5	4
Harassment	0	0	1	3
Order violation	0	0	0	1
Rape/sex offenses	0	0	0	0
Robbery	0	0	0	0
Other *(Abuse, APS, civil, CPS, custodial interference, extortion)*	0	0	1	2
PROPERTY CRIMES				
Burglary	1	1	3	3
Fraud	2	2	5	8
MV Prowl	2	1	5	4
MV Theft	0	0	0	0
Theft	1	1	4	5
Other *(Arson, illegal dumping, malicious mischief, prowler, trespass)*	1	1	4	2
ARRESTS				
Drug/alcohol	0	0	0	1
Warrants	0	0	0	1
Other	0	0	1	5
TRAFFIC ACTIVITY				
Citations	0	0	0	5
Infractions	4	3	15	21
Warnings	1	4	43	45
Traffic accidents	2	0	2	2
Traffic stops	6	6	55	52
OTHER				
Alarms	5	0	17	16
Complaints				
~Animal	*2*	*1*	*4*	1
~Fireworks	*0*	*0*	*0*	0
~Noise	*0*	*1*	*2*	0
~Parking	*8*	*12*	*39*	22
~Soliciting	*0*	*0*	*0*	1
Deaths	0	0	0	1
Suspicious	0	3	7	15
Drug/alcohol	0	0	0	0
PUBLIC SERVICES				
Other Public Services *(area check, assist, community policing, contacts, direct enforcement/patrol, 911 hang-ups, fire assist, follow up, on-view, order service, walk through, welfare check)*	34	19	152	133

20180807 - Contract Cities Incident Types

Date: Tuesday, July 6, 2021
Time: 9:45:30 AM

Incident Date between 2021-06-01 and 2021-06-30
City equal to Yarrow Point

Incident Type Group	Incident Count
EMS	6
False Alarm	4
Service Call	1



Town of Yarrow Point

July 13, 2021

PROJECT STATUS REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
7/13/21	2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project	Stacia Schroeder

STATUS SUMMARY

PGH Excavation has 33 working days remaining to physical completion and with the approval of Pay Estimate #5 the Town has paid them ~65% of the original contract amount. So far the Town has approved one change order which added $3,233.74 and 5.5 working days to the contract. I am expecting a second change order soon which will sum up costs incurred for existing utility conflicts and changes to some vault locations. We continue to have great weather and are expecting a very busy next few weeks to see this project through to closeout.

The four individual property owners on NE 42nd St (4205, 9035, 9030, and 9004) have conduit in place for new underground utilities and are actively working towards full completion. Likewise, on 91st Ave NE 4228 and 4419 have conduit installed and underground services hooked up. The Morrow residence at 4427 91st Ave NE recently received a new single-family residence building permit. They will be demolishing the existing house this month and removal of the remaining 3 poles is expected before the end of the year.

Our primary focus for the month of July is restoration. The following activities are scheduled over the next month:

- PGH will complete the stormwater mainline on NE 42nd Street;
- PGH will replace the concrete driveway at 4405 91st Ave NE;
- PGH will install several keystone walls at various vault locations, repair the gravel shoulders, install the timber edge 4-ft off the edge of pavement on 91st Ave NE, and install irrigation in the NE 42nd St road end beach park;
- Comcast will cut over all remaining service on Saturday 7/10; and
- Lumen (CenturyLink) will remove poles on 7/12 (Monday) and PSE will remove poles on 7/13 and 7/14;

NOTE: Town staff is assisting the various purveyors with resident notifications regarding power/ phone/ cable outages as well as restoration activities.

The project management team has turned their focus to site restoration. For instance, we continue to work with PGH on securing the required compaction testing reports and with the various utility companies for final closeout items. Additionally, we are working with King County Roads and PGH to determine the most economic method to restore the pavement.

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	50	July 2021	Gray & Osborne Town Engineer	Delay start until January 11, 2021; G&O – survey staking & inspection

Project Close Out	0	July 2021	Town Engineer	
Grind & Overlay – KC Roads	0	August 2021	Town Engineer	Under Contract w/ KC Roads; $227,000 estimate

BUDGET OVERVIEW

CATEGORY	BUDGETED	EXPENDED	ON TRACK?	NOTES
Stormwater Design (2019) UGC Design (2019)	$30,000 $40,000			CIP S-1: Design CIP U-1: Design
Jan 2019 – 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.		$52,300.00		
Evergreen Concrete Cutting:		$2,043.00		Coring Pavement to determine depth
Total:	**$70,000**	**$74,061.75**		
Jan. 2021 - June 25, 2021 PGH Excavating, Inc. (Stormwater & UGC)	$854,655.50	$550,669.86*	Yes	CIP S-1: $475,000 Budget; CIP U-1: $475,000 Budget *Does not include 5% retainage held to-date: $26,122.69
Oct. 2020 – June 30, 2021 Town Engineer Project Management	$40,000	$20,687.50	Yes	
Oct. 2020 – June 19, 2021 Civil Engineering Consultant Gray & Osborne, Inc.	$87,500 $46,000	$87,500.00 $12,501.50	Yes	
Total:	**$1,028,155.50**	**$671,358.86**		
Summer 2021 – King County Roads (2-inch grind and overlay)	$220,000	$461.97		CIP T-1: $220,000 Budget; KC Roads Final Estimate ~$176,159; KC Rec'd Bid Results on 5/18/21 and identified Lakeside Industries as low bidder
Total:	**$220,000.00**	**$461.97**		

RISK AND ISSUE HISTORY

ISSUE	STATUS	DATE

CONCLUSIONS/NEXT STEPS

TOWN OF YARROW POINT
PLANNING COMMISSION (TELECONFORENCE) MEETING MINUTES
June 14, 2021

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 7:05pm

PRESENT:

Chairman:	Carl Hellings
Commissioners:	Trevor Dash
	Chuck Hirsch – Excused absence
	Jennifer Whittier
	David Feller
Staff:	Austen Wilcox – Town Deputy Clerk
	Mona Green – Town Planner
Guests:	Debbie Prudden – Resident

APPEARANCES:
Deputy Clerk Wilcox read into the record comments submitted to the Town on June 11, 2021 by resident Charles Porter at 4615 92nd Ave NE applauding the Planning Commission for their efforts in creating a tree code. He suggests that the Planning Commission preserve the tree canopy everywhere with few exceptions.

MINUTES:
May 17, 2021 Regular Meeting.

MOTION: Chairman Hellings moved to approve the minutes of the May 15, 2021 regular meeting as presented. Commissioner Feller seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

STAFF REPORTS:
Town Planner Mona Green and Deputy Clerk Austen Wilcox provided a report on the May Council meeting:

- Update on process to reclassify Sally's Alley from a road into a park: The Town Attorney is gathering legal information.
- Police report: Crime has spiked in King County due to recently passed legislation for decriminalizing drug possession.
- Installation of a transformer box located at bottom of NE 42nd St related to the NE 42nd/91st Ave NE stormwater and UGC project.
- Adoption of 2022-2027 CIP/TIP.

DRAFT

- Reopening: The Town is waiting for direction from the Governor's office regarding reopening Town Hall.
- Staff is working with the Town's I.T. provider to setup a new system to broadcast Town board meetings live and continue the option to participate in these meetings virtually when they are held in person again.

REGULAR BUSINESS:

PCAB 21-06 Review comments from Town Arborist regarding draft tree code

Town Planner Mona Green reviewed the latest version of the draft code with comments from the Town Arborist and the incorporation of requests from the Commission during their May regular meeting.

The Planning Commission discussed:

- Tree type replacement requirements.
- Penalties & fines.

Resident Debbie Prudden at 3805 94th Ave NE discussed developer clear cutting and homeowners' rights to cut encroaching roots and tree canopies. She referenced a link regarding Tree Protection at Construction and Development Sites.

The Planning Commission requested Town Planner Mona Green to do the following prior to the next meeting:

- Incorporate agreed Planning Commission changes.
- Clarify species that the Town Arborist recommends avoiding.
- Consult with Town Attorney about best construction management practices.
- Send out work to date to Town Arborist and Town Attorney to get feedback.

The Planning Commission will forward the draft code to the Council for review at their regular July meeting.

Due to scheduling conflicts preventing a regular meeting date in July, the Planning Commission agreed to hold a special meeting on Monday July 26 at 7:00PM.

ADJOURNMENT:

MOTION: Chairman Hellings moved to adjourn the meeting at 8:40pm. Commissioner Hirsch seconded the motion.

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

APPROVED: ATTEST:

_____ _____

Carl Hellings, Chairman Austen Wilcox, Deputy Clerk

DRAFT

Business of The Town Council
Town of Yarrow Point, WA

Agenda Bill 21-33

July 13, 2021

Town Hall Reopening Plan	**Proposed Council Action:** For discussion.

Presented by:	Mayor Cahill
Exhibits:	• Proclamation for Reopening. • Reopening Notice. • Washington Ready Proclamation No. 20-25.14.

Summary:

Discuss the reopening plan for Town Hall:

- Staff has provided confirmation of vaccination.
- Protocol regarding mask requirements: If you have been fully vaccinated, and it has been at least 2 weeks since your second vaccination, you are not required to wear a mask in Town Hall. If you are not fully vaccinated you must wear a mast to enter Town Hall.
- Supplied masks at Town Hall will be available.
- Notices regarding mask requirements will be posted.

Recommended Action:

For discussion.

TOWN OF YARROW POINT REOPENING PROCLAMATION

WHEREAS, on January 21, 2020, Washington's State Department of Health (WDOH) confirmed the first case of the novel coronavirus (COVID-19) in the United States in Washington, and local health departments and the WDOH have since that time worked to identify, contact, and test people in Washington who have been potentially exposed to COVID-19 in coordination with the US Centers for Disease Control and Prevention (CDC); and

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in people and can easily spread from person to person; and

WHEREAS, on January 31, 2020, US Department of Health and Human Services Secretary Azar declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed that a State of Emergency exists in all counties in the State of Washington; and

WHEREAS, those conditions constitute a civil emergency and necessitate the utilization of emergency powers granted under RCW 38.52.070; and

WHEREAS, on March 16th, 2020, the Mayor proclaimed a State of Emergency existed and that emergency measures needed to be implemented; and

WHEREAS, over the past 16 months, health experts and epidemiological modeling experts, including those at the Department of Health and the United States Centers for Disease Control and Prevention (CDC) have gained critical knowledge regarding the spread of COVID-19, including a better understanding of the risks associated with certain activities and the measures that can be taken to reduce those risks; and

WHEREAS, although the COVID-19 disease continues as an ongoing and present threat in Washington State, the measures taken together over the past 16 months, including the willingness of Washingtonians to take advantage of the remarkable, life-saving vaccines being administered throughout the state, have made a difference and have altered the course of the pandemic in fundamental ways; and

WHEREAS, although Department of Health statistics reflect the continued persistence of COVID-19 and support the continuation of the state of emergency, health experts and epidemiological modeling experts believe that as a state we have made adequate progress against COVID-19 to begin modifying the roadmap to recovery and move towards the goal of safely easing some restrictions while also maintaining crucial hospital capacity, ensuring care for Washingtonians who need it, paving the way for economic recovery, and maintaining flexibility to quickly pivot to increased restrictions if needed; and

WHEREAS, on June 30, 2021, Governor Inslee signed Proclamation 20-25.14, confirming that a state of emergency continues to exist in all the counties of the State and that Proclamation 20-05, as amended, remains in effect, and that to help preserve and maintain life, health, property or the public peace pursuant to RCW 43.06.220(1)(h), Proclamation 20-25, et seq., renamed Washington Ready, remains in full force and effect, and that all of the prohibitions described therein were extended except as they are specifically altered or amended by Proclamation 20-25.14, which changes allows businesses to reopen with capacity limits and physical distancing requirements eliminated, and with the rules surrounding masks modified.

NOW, THEREFORE, I, Dicker Cahill, Mayor of the Town of Yarrow Point, pursuant to RCW 38.52.070, do hereby proclaim that as a result of the above noted situation, a state of emergency continues to exist in Yarrow Point consistent with Proclamation 20-05.14, and that the prohibitions and requirements described therein are likewise extended in Yarrow Point, all in accordance with said Proclamation.

Dated this _____ day of July, 2021.

_____

Mayor, Dicker Cahill

TOWN OF
YARROW POINT
WASHINGTON · INCORPORATED 1959

NOTICE OF TOWN HALL REOPENING

Pursuant to the Mayor's July ___ Reopening Proclamation and Governor Inslee's July 1st Washington Ready Proclamation No. 20-25.14, Town Hall will reopen July 14, 2021 at 9am.

Town Hall operations will comply with the requirements of said Proclamations and State Department of Health Order No. 20-03.3. Accordingly, individuals who are unvaccinated are required to wear a mask when inside Town Hall.

We continue to urge all Town residents and visitors to comply with all applicable health and safety requirements for the benefit of everyone in Yarrow Point.

STATE OF WASHINGTON
OFFICE OF GOVERNOR JAY INSLEE

PROCLAMATION BY THE GOVERNOR
AMENDING PROCLAMATIONS 20-05 and 20-25, et seq.

20-25.14

"WASHINGTON READY"

WHEREAS, on February 29, 2020, I issued Proclamation 20-05, proclaiming a State of Emergency for all counties throughout the state of Washington as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed person-to-person spread of COVID-19 in Washington State; and

WHEREAS, as a result of the continued worldwide spread of COVID-19, its persistence in Washington State, and the high risk it continues to pose to our most vulnerable populations, I have subsequently issued amendatory proclamations, exercising my emergency powers under RCW 43.06.220, that prohibit certain activities and waive and suspend specified laws and regulations; and

WHEREAS, I issued Proclamations 20-25, et seq., first entitled "Stay Home – Stay Healthy," in which I prohibited people in Washington State from leaving their homes except under certain circumstances, which I later amended to "Safe Start – Stay Healthy – County-By-County Phased Reopening," then to "Stay Safe – Stay Healthy – Rollback of County-By-County Phased Reopening Responding to a COVID-19 Outbreak Surge," and then to "Healthy Washington – Roadmap to Recovery," in response to the changing COVID-19 epidemiological and health system conditions in Washington State; and

WHEREAS, on July 2, 2020, due to the COVID-19 infection rates which were increasing across the state, I ordered a freeze on all counties moving forward to a subsequent phase of reopening and on July 24, 2020, the Secretary of Health issued *Order of the Secretary of Health 20-03.1*, which, among other things, required (with exceptions) the use of face coverings throughout the state; and

WHEREAS, over the past 16 months, health experts and epidemiological modeling experts, including those at the Department of Health, the United States Centers for Disease Control and Prevention (CDC), and our state universities, have gained critical knowledge regarding the spread of COVID-19, including a better understanding of the risks associated with certain activities and the measures that can be taken to reduce those risks; and

WHEREAS, we now know that several factors increase the risk for person-to-person COVID-19 transmission; such factors include (1) the more that people and groups interact, (2) the longer those interactions last, (3) the closer the contact between individuals, and (4) the denser the occupancy for indoor facilities; and

WHEREAS, the worldwide COVID-19 pandemic and its persistence in Washington State continue to threaten the life and health of our people as well as the economy of Washington State, and remain a public disaster affecting life, health, property or the public peace; and

WHEREAS, although the COVID-19 disease continues as an ongoing and present threat in Washington State, the measures we have taken together as Washingtonians over the past 16 months, including the willingness of Washingtonians to take advantage of the remarkable, life-saving vaccines being administered throughout the state, have made a difference and have altered the course of the pandemic in fundamental ways; and

WHEREAS, although Department of Health statistics reflect the continued persistence of COVID-19 and support the continuation of the state of emergency, health experts and epidemiological modeling experts believe that as a state we have made adequate progress against COVID-19 to begin modifying the roadmap to recovery (*Healthy Washington – Roadmap To Recovery*) to move towards the goal of safely easing some restrictions while also maintaining crucial hospital capacity, ensuring care for Washingtonians who need it, paving the way for economic recovery, and maintaining flexibility to quickly pivot to increase restrictions if needed; and

WHEREAS, as of June 30, 2021, at least 67 percent of people 16 years of age and older and 55 percent of the total population have initiated vaccination, and at least 60 percent of people 16 year of age and older and 50 percent of the total population are fully vaccinated; and

WHEREAS, data reflect that the number and percent of vaccinated Washington residents continue to increase, while the number of new COVID-19 cases, hospitalizations, and deaths are decreasing; and

WHEREAS, as of June 30, 2021, notwithstanding the progress made in increasing the vaccination rate among persons eligible to vaccinated, we continue to have new COVID-19 cases on a daily basis and new COVID-19 deaths on nearly a daily basis; and

WHEREAS, on May 13, 2021, the CDC announced that fully vaccinated individuals are not recommended to wear masks inside or outside, except when in health care settings, correctional facilities, homeless shelters, schools, and public transportation, and Washington State's data support adopting the CDC's position at this time; and

WHEREAS, the data supported moving all counties to Phase 3 on May 18, 2021, and, supported fully reopening most sectors in the state by June 30, 2021; and

WHEREAS, the Washington State Department of Health continues to maintain a Public Health Incident Management Team in coordination with the State Emergency Operations Center and other supporting state agencies to manage the public health aspects of the incident; and

WHEREAS, the Washington State Military Department Emergency Management Division, through the State Emergency Operations Center, continues coordinating resources across state government to support the Department of Health and local health officials in alleviating the impacts to people, property, and infrastructure, and continues coordinating with the state Department of Health in assessing the impacts and long-term effects of the incident on Washington State and its people; and

NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, as a result of the above noted situation, and under Chapters 38.08, 38.52 and 43.06 RCW, do hereby proclaim and order that a State of Emergency continues to exist in all counties of Washington State, that Proclamation 20-05, as amended, remains in effect, and that, to help preserve and maintain life, health, property or the public peace pursuant to RCW 43.06.220(1)(h), Proclamation 20-25, et seq., *Healthy Washington – Roadmap To Recovery*, renamed *Washington Ready* pursuant to this order, found here, remains in full force and effect, and all of the prohibitions described therein are extended except as they are specifically altered or amended by this Proclamation.

FURTHERMORE, for purposes of the prohibitions contained in the *Healthy Washington – Roadmap To Recovery*, every county began in Phase 1 as of January 11, 2021. Most counties were able to move to the less restrictive Phases 2 and 3 as determined by the *Roadmap to Recovery*. Now, given the reduced level of COVID-19 activity in the state and the significant, and increasing, number of vaccinated individuals in our state, I hereby order that movement, occupancy, and face-covering restrictions are modified as set forth in this Proclamation 20-25.14, *Washington Ready*. If statewide COVID-19 infections or related deaths begin to rise again and reach a statewide hospital Intensive Care Unit capacity of 90% or greater, restrictions may again be reinstated for the protection of everyone in the state.

ADDITIONALLY, in furtherance of these prohibitions, and for general awareness:

1. The face covering requirements for workers, employers, businesses, customers, the general public, and any other entities or individuals in prior versions of Proclamation 20-25 are hereby rescinded and replaced with the face covering requirements imposed in and pursuant to this version of Proclamation 20-25.
2. The Secretary of Health's face covering order and any subsequent amendments are incorporated by reference.
3. Employers must comply with all conditions for operation required by the Washington State Department of Labor & Industries, including interpretive guidance, regulations and rules and Department of Labor & Industries-administered statutes.
4. Everyone is required to cooperate with public health authorities in the investigation of cases, suspected cases, outbreaks, and suspected outbreaks of COVID-19 and with the implementation of infection control measures pursuant to State Board of Health rule in WAC 246-101-425.
5. All mandatory guidelines for specific businesses and activities, which remain in effect except as modified by this Proclamation, may be found at the Governor's Office website, *COVID-19 Resources and Information*, and at *COVID-19 Reopening Guidance for Businesses and Workers*. Existing guidelines that require proof of vaccination for certain settings and activities remain in effect until such time as those guidelines are expressly modified.

FURTHERMORE, in support of this proclamation:

6. General rule: General face covering requirements are found in the Secretary of Health's face covering order, and any subsequent amendments, as incorporated herein by reference.

7. Additional local restrictions may apply: Nothing in this proclamation or in the Secretary of Health's face covering order prevents any other individual or entity from imposing face covering or other restrictions or requirements in businesses or other locations within the scope of their legal authority. In addition, local authorities and landlords are prohibited from preventing or prohibiting businesses in their jurisdictions and tenants in their properties, respectively, from imposing face covering requirements or requiring proof of vaccination from customers, and are further prohibited

from penalizing a business or tenant in any manner if it chooses to require face coverings or proof of vaccination.

8. Customers: In support of the Secretary of Health's face covering order, businesses may choose to implement an honor system and assume that all customers who are not wearing face coverings while indoors are fully vaccinated. However, a business may also choose to engage with customers to determine if they are fully vaccinated or are otherwise exempt from the indoor face covering requirement and may also ask customers for proof of vaccination.

9. Employees: Unless additional restrictions are imposed by the employer or a state or local authority or face coverings are legally required at the specific worksite regardless of vaccination status, a fully vaccinated employee may work indoors at the employee's worksite without wearing a face covering, but only *after* the employee has either provided (a) proof of vaccination to the employer; or (b) a signed document attesting to the employee's fully vaccinated status. The option to provide a signed self-attestation may be done in hard copy or electronically.

10. Employers: Employers are required to provide a safe and healthy workplace and must assess hazards in their workplace and take appropriate steps to protect workers. COVID-19 remains a recognized hazard that continues to pose a significant risk to the health and life of employees. Employers therefore must assess the hazard COVID-19 poses to their workplace and take appropriate steps to protect workers, including workers who are not fully vaccinated. To that end, employers:
    a. Must obtain proof of vaccination or a hard copy or electronically signed document attesting to the employee's fully vaccinated status from every employee before the employee is permitted to work at an indoor worksite without wearing a face covering, and must follow applicable rules for those jobs and worksites that continue to require face coverings;
    b. Notwithstanding (a) above, may require that employees wear a face covering while at the worksite regardless of vaccination status; and
    c. May require vaccination as a condition of employment, except as prohibited by state or federal law.

ADDITIONALLY, in addition to guidance issued by the Department of Health and the Department of Labor & Industries, additional guidance for businesses, employees, and customers may be found here and is incorporated by reference, and such guidance may be updated periodically and all such updates are also incorporated by reference.

I again direct that the plans and procedures of the *Washington State Comprehensive Emergency Management Plan* be implemented throughout state government. State agencies and departments are directed to continue utilizing state resources and doing everything reasonably possible to support implementation of the *Washington State Comprehensive Emergency Management Plan* and to assist affected political subdivisions in an effort to respond to and recover from the COVID-19 pandemic.

I continue to order into active state service the organized militia of Washington State to include the National Guard and the State Guard, or such part thereof as may be necessary in the opinion of The Adjutant General to address the circumstances described above, to perform such duties as directed by competent authority of the Washington State Military Department in addressing the outbreak.

Additionally, I continue to direct the Department of Health, the Washington State Military Department Emergency Management Division, and other agencies to identify and provide appropriate personnel for conducting necessary and ongoing incident related assessments.

Violators of this order may be subject to criminal penalties pursuant to RCW 43.06.220(5). Further, if people fail to comply with the required facial coverings, social distancing and other protective measures while engaging in this phased reopening, I may be forced to reinstate the prohibitions established in earlier proclamations.

This order is effective immediately. Unless extended or amended, or termination of this amendatory proclamation, the provisions of Proclamation 20-25, et seq., will continue to be in effect until the state of emergency, issued on February 29, 2020, pursuant to Proclamation 20-05, is rescinded.

Signed and sealed with the official seal of the state of Washington on this 1st day of July, A.D., Two Thousand and Twenty-One at Olympia, Washington.

By:

/s/

Jay Inslee, Governor

BY THE GOVERNOR:

/s/

Secretary of State

Business of The Town Council
Town of Yarrow Point, WA

Agenda Bill 21-34
July 13, 2021

Private property tree code – Status report from Planning Commission	**Proposed Council Action:** For discussion.

Presented by:	Town Planner Mona Green
Exhibits:	• Memo to Council Dated July 13, 2021: *Private Property Tree Code – Status Report.*

Summary:

Town Planner Mona Green will provide a report to Council on the Planning Commission's latest version of a draft tree code. The Planning Commission requests Council review and input.

Recommended Action:

For discussion.

TO: Yarrow Point Town Council

FROM: Mona Green, Town Planner

RE: Private Property Tree Code – Status Report

DATE: July 13, 2021

The Planning Commission has continued its work on a Private Property Tree Code for the Town. After two years of study and robust community participation, the Commission has formulated its recommendations into the attached draft code. It has been reviewed by the Town Attorney and you will see the attorney's comments in the sidebar.

At this time, the Planning Commission requests your review and any additional input. Following the July Council meeting, the Planning Commission would like to plan for a Public Hearing at their next regularly scheduled meeting to seek formal input from the residents. The draft code will then be sent back to you for a Council Public Hearing and decision regarding adoption of the Code.

Chapter XX.XX
Yarrow Point Private Property Tree Code

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XX.XX.010 Title, Purpose, and Intent

A. Title. This chapter shall be known as the Private Property Tree Code of the Town of Yarrow Point.

B. Purpose and Intent. The general purpose of the private property tree code is to protect, preserve, and replenish significant trees in Yarrow Point in order to promote the public health, safety, and general welfare of the residents of the Town. The private property tree code is intended to:

1. Retain the Town's existing character;
2. Maintain an equitable distribution of trees on properties throughout the Town;
3. Mitigate the consequences of tree removal through tree replacement;
4. Implement the goals and objectives of the Town's Comprehensive Plan, the Town's Shoreline Master Program, and the State Environmental Policy Act.

XX.XX.020 Definitions

A. Caliper. The American Association of Nurserymen standard for trunk measurement of nursery stock. Caliper of the trunk shall be the trunk diameter measured six (6) inches

above the ground for up to and including 4-inch caliper size and 12 inches above the ground for larger sizes.

B. Crown. The area of a tree containing leaf or needle-bearing branches.

C. Diameter at Breast Height (DBH). The diameter or thickness of a tree trunk measured at 4.5 feet from the ground.

D. Hazardous Tree. Any significant tree is considered hazardous when it has been assessed by a Qualified Professional and found to be likely to fail and cause an unacceptable degree of injury, damage, or disruption.

Commented [1]: Recommend changing the definition in YPMC 12.26.020 to match this definition.

E. Mitigation Species. The following trees are permissible as trees to be planted as mitigation: any evergreen tree species that has the potential to grow to the size of a significant tree or any deciduous tree species that has the potential to grow to the size of a significant tree. Species considered unsuitable for mitigation are listed in a document entitled "Yarrow Point Mitigation Vegetation," on file with the Town Clerk.

F. Qualified Professional. An individual with relevant education and training in arboriculture or urban forestry. The individual shall be an arborist certified by the International society of Arboriculture (ISA) or a registered consulting arborist from the American Society of Consulting Arborists (ASCA). A qualified professional shall possess the ability to perform tree risk assessments, as well as experience working directly with the protection of trees during construction.

Commented [2]: Recommend changing the definition in YPMC 12.26.020 to match this definition.

G. Significant Tree - Any tree that is at least eighteen (18) inches in diameter at DBH, as measured at 4.5 feet from the ground OR any tree planted as mitigation.

XX.XX.030 Tree removal and Minimum Significant Tree Density

A. A tree removal permit shall be required for the removal of any significant tree.

Commented [3]: Recommend reviewing this section against YPMC 14.04 to determine if updates to 14.04 are needed to account for this new permit.

B. A minimum of one significant tree per 5,000 square feet of property shall be required and maintained following the removal of any significant tree.

C. The required tree density may be accomplished through the preservation and maintenance of existing stock, or through the planting of mitigation species. When calculating the required number of trees per property, fractional tree portions shall be rounded up or down to the nearest whole number.

D. Significant trees that straddle a private property line shall be assigned a tree density value of 0.49 for each property.

XX.XX.040 Exemptions

A. Emergency Tree Removal. Any hazardous tree that poses an imminent threat to life or property may be removed prior to the issuance of a tree removal permit. The Town must be notified within seven (7) days of the emergency tree removal with evidence of the threat for removing the tree. The notification of emergency removal shall contain a site plan showing remaining trees on the lot with a calculation demonstrating compliance with the minimum significant tree density. The standard of one significant tree per 5,000 square feet of property shall be documented and may be fulfilled through either the remaining trees on site or through the planting of mitigation trees.

B. Utility Maintenance. Trees may be removed by the Town or utility provider in situations involving interruption of services provided by a utility only if pruning cannot solve utility service problems. Mitigation shall be required. Utility maintenance along the right of way shall conform to the Town's Public Property Tree Code (YPMC 12.26).

C. A permit is not required to prune trees on private property. Pruning which results in the removal of at least half of the live crown will be considered tree removal.

Commented [4]: Recommend removing because this action is covered under subsection A above.

Commented [5]: Recommend moving this sentence to definition section and adding as the definition of "prune".

XX.XX.050 Tree removal permit – Application process

A. Any property owner intending to remove a significant tree shall submit a tree removal permit on a form provided by the Town. The application shall include:

1. The name, address, and contact information of the property owner and/or agent;
2. A site plan showing the location, size, and species of all significant trees, including those proposed for removal, on the property. For applications associated with construction or site development, the site plan must show all trees within 20' of the property boundary in the vicinity of the proposed construction and/or site development activity.
3. A tree protection plan per XX.XX.090 for applications associated with construction or site development.
4. A mitigation plan, if required per XX.XX.080, indicating the location and species for all trees to be planted.
5. The permit fee, as established by the Town Council.

B. Identification on Site. Concurrent with submitting the tree removal permit application, the owner shall identify every significant tree proposed for removal by placing a yellow tape around the circumference of the tree at DBH.

C. Shoreline Jurisdiction. Properties located within the Town's shoreline jurisdiction (200' landward of Lake Washington) are subject to additional tree removal and replacement standards per the Town of Yarrow Point Shoreline Master Program Section 5.6 - Vegetation Management.

D. Review by Staff and/or Town Arborist. Except in cases of emergency tree removal, the tree removal application shall be reviewed within twenty business days in the case of permits not associated with development activity OR shall be reviewed and issued concurrently with the site development or building permit, as applicable.

Commented [6]: Recommend comparing with permit review timelines in 14.04 and revise this section, if needed, to be consistent with 14.04.

XX.XX.060 Tree Removal Permit - Notification

A Notice for the removal of one or more significant tree shall be posted within five business days of receipt of a complete application. The notice shall be posted on site, on the appropriate mailbox pagoda, and on the Town's website. The Town shall send a letter via US mail to all property owners adjacent to the site. The letter shall include a site plan with all trees identified for removal. A minimum two-week notification period shall be required prior to issuance of any tree removal permit.

Commented [7]: Recommend removing this entire section and replacing with an affidavit process whereby the applicant provides an affidavit stating they have notified their immediately adjacent neighbors of the proposed tree removal.

This will avoid any potential conflict with YPMC 14.04 notification procedures as well as eliminate the false illusion for neighbors that they can change or challenge the issuance of the tree removal permit.

XX.XX.070 Tree Removal Permit – Expiration

Any tree removal permit shall expire six months from the date of issuance.

XX.XX.080 Mitigation

A. Whenever a significant tree is planned for removal pursuant to a valid tree removal permit, the applicant shall demonstrate that, after the removal of the tree(s), the property will meet the requirement of YPMC XX.XX.030. Should the lot fail to meet this requirement, the applicant must provide a tree mitigation plan that satisfies the requirements of YPMC XX.XX.030.

B. Mitigation trees shall be a minimum of ten feet tall OR have a 3" caliper, and have a full well-developed crown of foliage.

C. Mitigation requirements shall be met within six months of tree removal. In the case of concurrent new construction, mitigation requirements must be met prior to final

inspection. Trees planted as mitigation must be maintained with adequate water and care to survive a three-year warranty period or be replaced.

XX.XX.090 Construction Site Tree Protection

A. All significant trees on a construction site, and all trees on the adjacent and otherwise affected Town rights-of-way and on adjacent private properties impacted by site development or construction shall be protected during such activity. The property owner shall submit a report prepared by a qualified professional that evaluates the significant trees on site, as well as all trees in the adjacent areas impacted by the proposed construction. Tree protection measures shall be clearly described and illustrated on a site plan. Best management practices shall be employed as referenced in "Tree Protection on Construction and Development Sites: A Best Management Guidebook for the Pacific Northwest," or other such guidance as approved by the Town Arborist.

B. The Town may waive the requirement for a report when it is determined by the Town staff that the scope of the project will not impact the significant tree(s) on site or on adjacent properties.

C. A stop work order shall be issued by the Building Official if site tree protection guidelines are not followed.

Commented [8]: Cross reference to code provision defining "site development or construction".

Commented [9]: Cross reference to code provision defining "site development or construction".

XX.XX.100 Appeals

Any tree permit applicant aggrieved by any action of the Town relating to a tree removal permit may, within ten days of such action, file a notice of appeal to the Town Council, setting forth the reasons for such appeal. The Town Council shall hear and determine the matter and may affirm, modify, or disaffirm the administrative decision at their next regularly scheduled meeting.

Commented [10]: Recommend having the appeal hearing within 60 days instead of next regularly scheduled meeting in order to provide some flexibility for council meeting dates and packet preparation.

XX.XX.110 Violation – Penalty for Unpermitted Tree Removal

A. A violation of any of the provisions of this chapter shall be a civil infraction and any person, corporation or other entity that violates this chapter shall receive a fine of $10,000 per violation, plus $1,000 per inch of diameter (DBH) for each significant tree over 18" DBH that is illegally removed; provided that the maximum fine for the illegal

Commented [11]: Recommend changing this to civil violation so that it can be processed through the hearing examiner rather than municipal court.

removal of each significant tree shall not exceed $25,000. It shall be a separate offense for each and every tree removed in violation of this chapter.

B. In addition to the penalty set forth in subsection A of this section, trees that were unlawfully removed or damaged shall be replaced in accordance with YPMC XX.XX.080.

C. Fines levied under this chapter shall be deposited into a tree mitigation account and shall be used by the town for acquiring, maintaining, and preserving wooded areas, and for the planting and maintenance of trees with the town.

Yarrow Point Mitigation Vegetation

The following trees are permissible as trees to be planted as mitigation: any evergreen tree species that has the potential to grow to the size of a significant tree or any deciduous tree species that has the potential to grow to the size of a significant tree.

The following species are considered unsuitable for mitigation:

Botanical Name	Common Name
Acer negundo	Boxelder maple***
Acer saccharinum	Silver maple***
Ailanthus altissima	Tree of Heaven or Ailanthus*
Alnus rubra	Red alder***
Betula spp	Birch, European or white bark varieties**
Chamaecyparis lawsoniana	Port Orford cedar**
Crataegus laveigata or oxycantha	Hawthorn, English*
Crataegus monogyna	Hawthorn, European*
Ilex aquifolium	Holly, English or Common or Christmas*
Populus nigra	Lombardy poplar***
Populus trichocarpa	Black cottonwood***
Prunus padus	Bird cherry*
Robinia pseudoacacia	Locust, Black or Common*
Sorbus spp	Mountain Ash*

* Noxious weeds and weeds of concern known to negatively impact and degrade native plant and animal habitat in open spaces and parks.

** Highly susceptible to insects and/or disease

*** Large trees and/or trees associated with structural issues of concern

Business of The Town Council
Town of Yarrow Point, WA

Agenda Bill 21-35

July 13, 2021

Sally's Alley Status Update	**Proposed Council Action:** For discussion.

Presented by:	Town Attorney Scott Missall
Exhibits:	None.

Summary:

An update from Town Attorney Scott Missall concerning the legal status of the Title Guarantee for Sally's Alley.

Recommended Action:

For discussion.

Business of The Town Council
Town of Yarrow Point, WA

Agenda Bill 21-36

July 13, 2021

Discuss adding additional Flock Safety license plate reader camera (NE 32nd St)	**Proposed Council Action:** For approval.

Presented by:	Mayor Cahill
Exhibits:	None.

Summary:

Town Hall has received requests to have an additional Flock Safety license plate reader camera installed at the entrance of NE 32nd St. Staff received a quote from Flock Safety and the cost to add an additional license plate reader camera would be $2500 a year + $250 for installation. The lead time for installation after purchasing would approximately be 1-2 months.

Recommended Action:

Approve an additional Flock Safety license plate reader camera for NE 32nd St at $2500 per year + $250 for installation.

Business of The Town Council
Town of Yarrow Point, WA

Agenda Bill 21-37

July 13, 2021

AV Equipment Research for Town Hall Council Chambers	**Proposed Council Action:** For discussion.

Presented by:	Mayor Cahill
Exhibits:	None.

Summary:

Mayor and staff are currently researching options, talking to other local jurisdictions, and requesting quotes to outfit the Council Chambers with AV equipment to allow public and Town representative virtual participation during future in person Council/Planning Commission/Park Board meetings.

Recommended Action:

For discussion.

Town Council Project Tracking Sheet

TOWN OF YARROW POINT

Project Description	Status	Priority	Lead person	Date/year started	Udated	Date/year Complete	Comments
Create new system to broadcast and continue Town board meetings virtually as an option.	Started	High	Deputy Clerk	21-Jun			Mayor and staff are currently researching options, talking to other local jurisdictions, and getting quotes to outfit the Council Chambers with AV equipment to allow public and Town representative virtual participation during future in person Council/Planning Commission/Park Board meetings.
Support CHPD due to increased crime	Started		Mayor/Council	21-Jun			CHPD reported that crime has spiked everywhere due to recently passed King County legislation for decriminalizing drug possession which in turn, has lessened police enforcement abilities.. Mayor Cahill will work collectively with other mayors to find ways to support the local police departments.
Drug awareness	Started	High	Mayor/Council/Staff	21-Jun			Continue providing support for drug awareness. Research additional funding options.
Dead end/no outlet signs for entry of Points Drive/roundabout	Started		Staff	21-Jun	6/22/2021	7/8/2021	The large "dead end" signs at the entrances of NE Points Dr and NE 33rd St were both removed and replaced with smaller "dead end" signs each mounted below their corresponding street sign on the same pole. A "no outlet" sign was added to the existing "92nd Ave NE / Yarrow Pt" directional street sign in the roundabout.
ROW Construction Parking Fenforcement	Started	High	Mayor	21-Mar			The town is enforcing all ROW construction parking. There is no more construction parking allowed above of Town Hall and Morningside Park.
Possibility to Install a Speed Limit Radar Sign in Roundabout	Started		Mayor & staff	21-Jun			Mayor Cahill will contact WSDOT to find out the possibility to add a speed limit radar sign in the 92nd Ave NE roundabout.
Utility Tax Revenue Discussion	Ongoing		Clerk-Treasurer	21-May			The Town is currently auditing utility tax intake revenue from its providers. Councilmember Valaas shared that Town code requires 6% on water and sewer utility tax however, City of Bellevue is paying 5%. Mayor Cahill responded that Town staff are researching it.

Town Council Project Tracking Sheet

Hot List configuration for Flock licnese plate reader cameras	Started	High	Mayor/Deputy Clerk	21-Mar	21-May	7/7/2021	CHPD now has access to the Flock Safety portal and has been configured to the national Hot List.
Mutt Mitt dog bag purchases	Started		Mayor	21-Feb			Council requested Mayor to look into the large expenditutre item of Mutt Mitt bags purchased by the town frequently. They would like him to ask Hunts Point about the frequency of their Mutt Mitt bag purchases.
Adding additional Flock license plate reader cameras	Started		Mayor/Staff	21-Mar	21-Jun		Council discussed the possibility of adding additional cameras in town. One potential location would be facing NE PTS Dr. *It will be $2500 for each new camera installation + $250 for each installation. Flock needs about 1-2 months lead time to install after purchasing.*
Light pole spacing	Started		Mayor/Staff/Council	Dec-20			Councilmember Bush suggested to reconsider the policy for light pole spacing, more people are walking at night. It is dark specifically on the Yarrow Point side of Points Drive and the connection between Kirkland through NE Points Drive to the roundabout. Mayor and staff will look into additional lighting in these areas. The spacing of light poles along 92nd is 110ft to 140ft, with 125ft being the standard. The poles are also staggered on each side of the roadway.
Back up & retention system research	Started		Councilmember Bush	Feb-20	Mar-21		Councilmember Bush visited Town Hall on 3/3 and presented the town with a proposal to change how we do backupsby adding a local Network Attached Storage device.
Emergency preparedness	Ongoing		Mayor & staff				The Council will review at the July Council meeting to discuss future interest in future invovlement.
Ongoing maintenance to Town Hall	Ongoing		Mayor & staff		Dec-20		Town Hall will be restained in Spring of 2021.

Last update: 7/8/2021