



Mayor: Katy Kinney Harris

Councilmembers: Stephan Lagerholm, Carl Scandella, Chuck Porter, Andy Valaas, Kathy Smith

Town Attorneys: Scott Missall and Emily Miner

Clerk-Treasurer: Bonnie Ritter

Deputy Clerk: Austen Wilcox

Meeting Participation

As this is a special Council meeting, there is not an opportunity for public comment. The public may listen to the special meeting by attending in person or joining virtually.

Join on computer, mobile app, or phone

1-253-215-8782

Meeting ID: 898 5769 2904#

<https://us02web.zoom.us/j/89857692904>

1. **CALL TO ORDER:** Mayor Katy Kinney Harris

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Councilmembers Stephan Lagerholm, Carl Scandella, Chuck Porter, Andy Valaas, Kathy Smith

4. **APPROVAL OF/AMENDMENTS TO AGENDA**

5. **REGULAR BUSINESS**

5.1 – UGC Restoration Discussion

5.2 – Sidewalk along 95th/NE 40th

5.3 - PSE Intolight Lighting Update

6. **ADJOURNMENT**

PROJECT WIDE PARKING STUDY



Key Questions

1. Which of the following does the Town Want to do:
 - a. No New Parking Stalls
 - b. Council / Public Meeting Identified Locations Only
 - c. Maximize Parking Stalls
2. How should the Areas Be Restored?

Existing Conditions:

- Only formal parking stalls were counted. (20' x 8'; Length x Width)
- Typical parking stall is a gravel area bordered by landscaping and/or fences, but there are a few existing asphalt parking stalls as well.
- Marked in **Blue** on the Exhibit.

| PARKING STALL ADJUSTMENT SUMMARY | |
|--------------------------------------------------|------------------|
| NUMBER OF EXISTING STALLS: | 34 STALLS |
| NUMBER OF STALLS ADDED: | 19 STALLS |
| NUMBER OF STALLS REMOVED: | 4 STALLS |
| TOTAL RESULTANT NUMBER OF STALLS ON SITE: | 49 STALLS |

Added Stalls:

- Parking Exhibit maximizes parking with the following guidance:
 - No Walls Just For Parking
 - Legal Location (Meets YPMC 10.04.55)
 - Full Stall Fits Within the Right-of-Way and Out of the Travel Lane
 - Protect Existing Trees
- Marked in **Green** on the Exhibit.

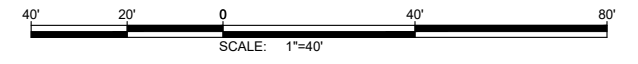
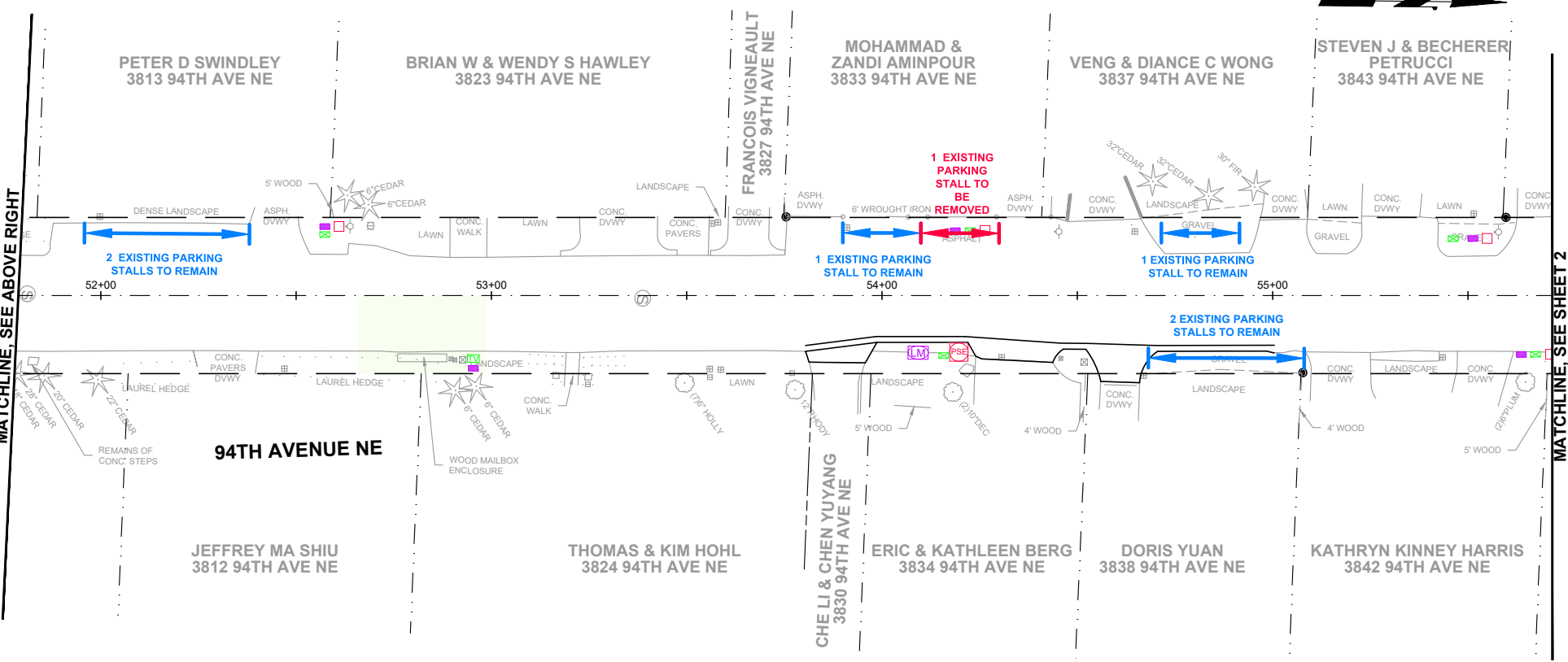
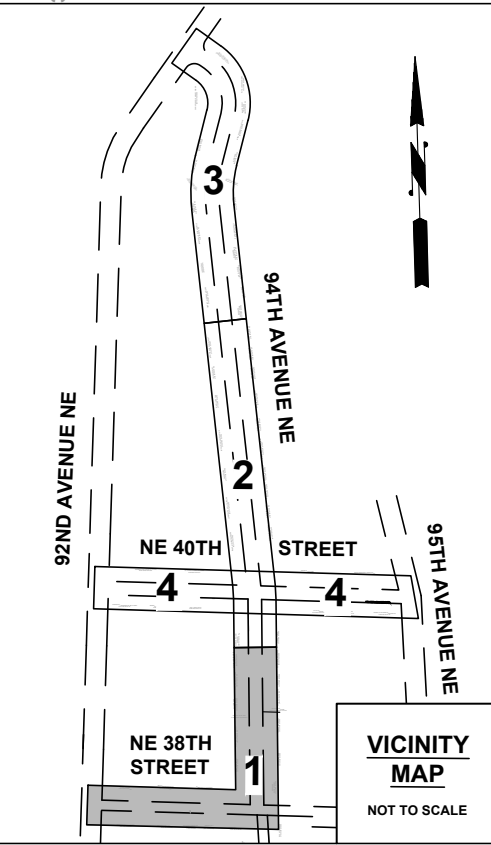
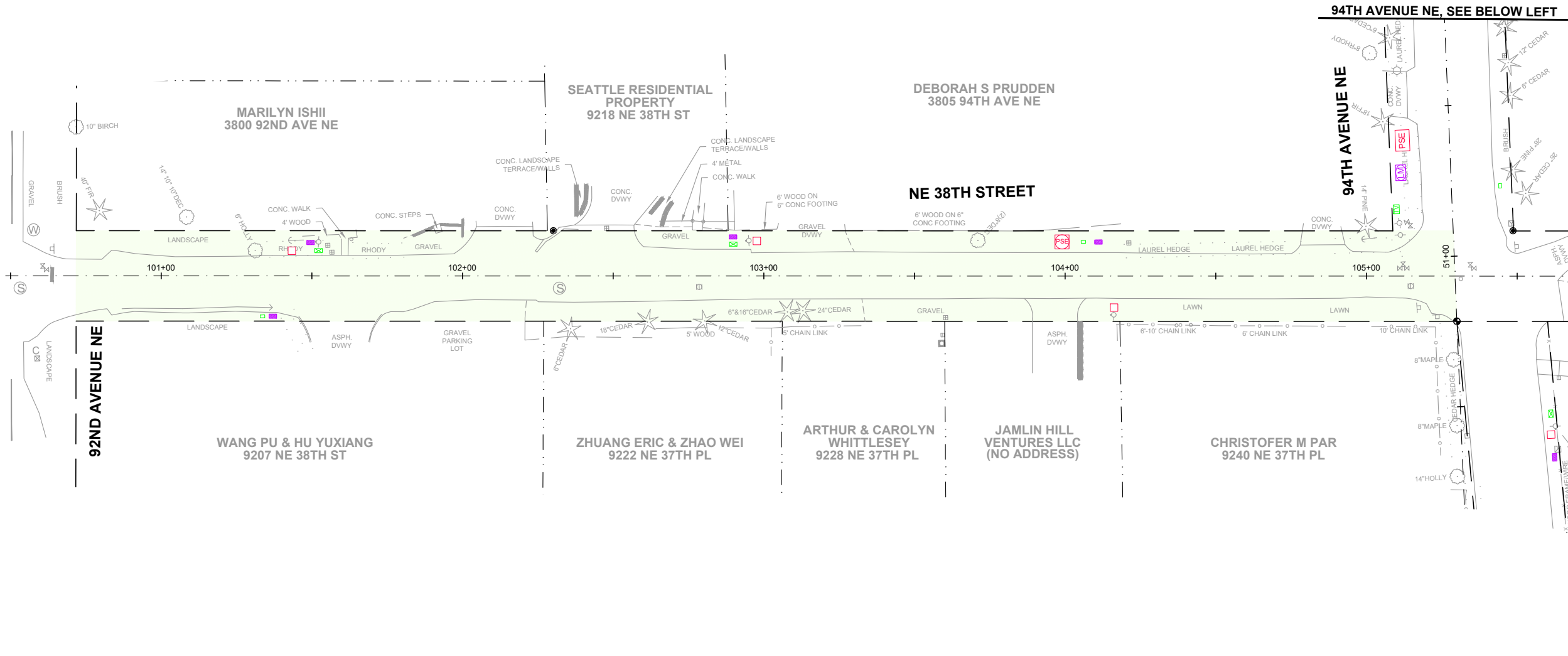
Removed Stalls:

- Removed to Accommodate the Utility Structures.
- Marked in **Red** on the Exhibit.



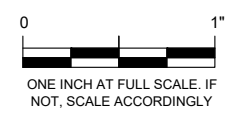
TIMBER EDGING





LEGEND

- PROPOSED FIRE HYDRANT
- PROPOSED RETAINING WALL
- PROPOSED CATCH BASIN
- NO PARKING ZONE (YPMC 10.04.055)
- PROPOSED PSE STRUCTURES
- PROPOSED COMCAST STRUCTURES
- PROPOSED LUMEN STRUCTURES



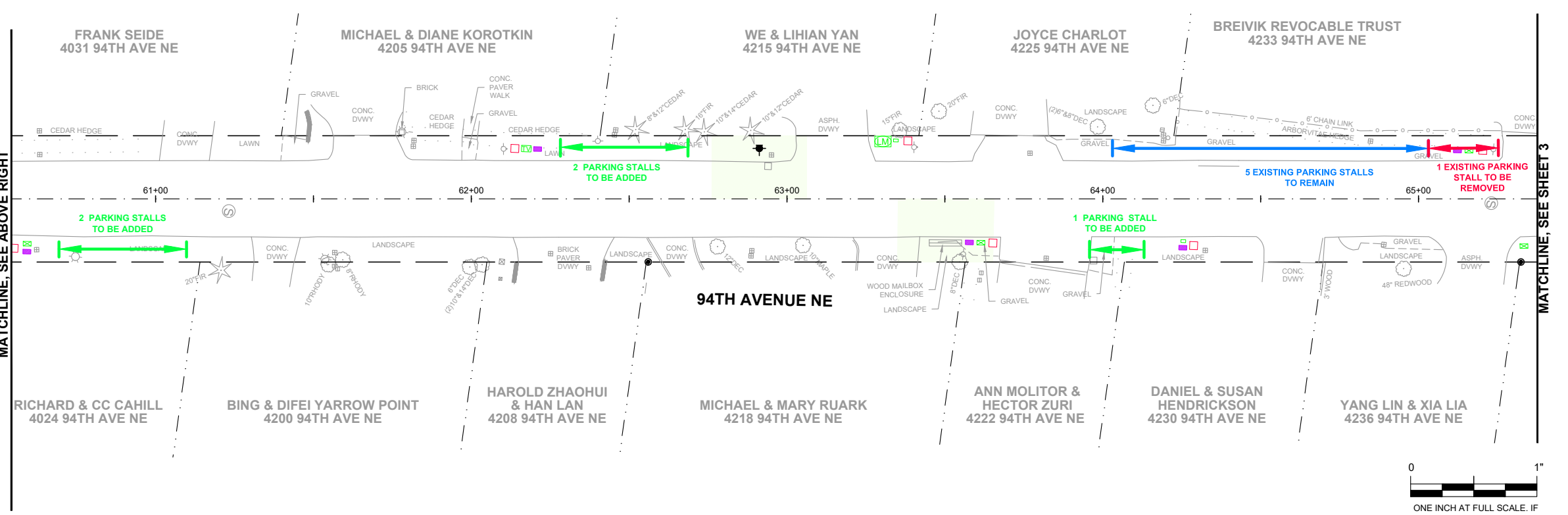
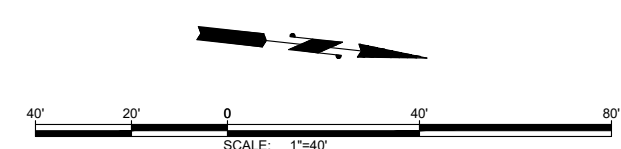
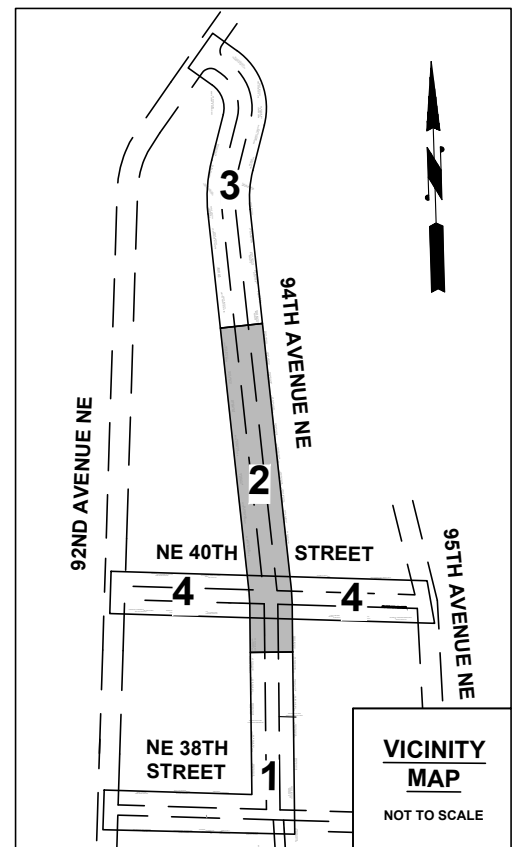
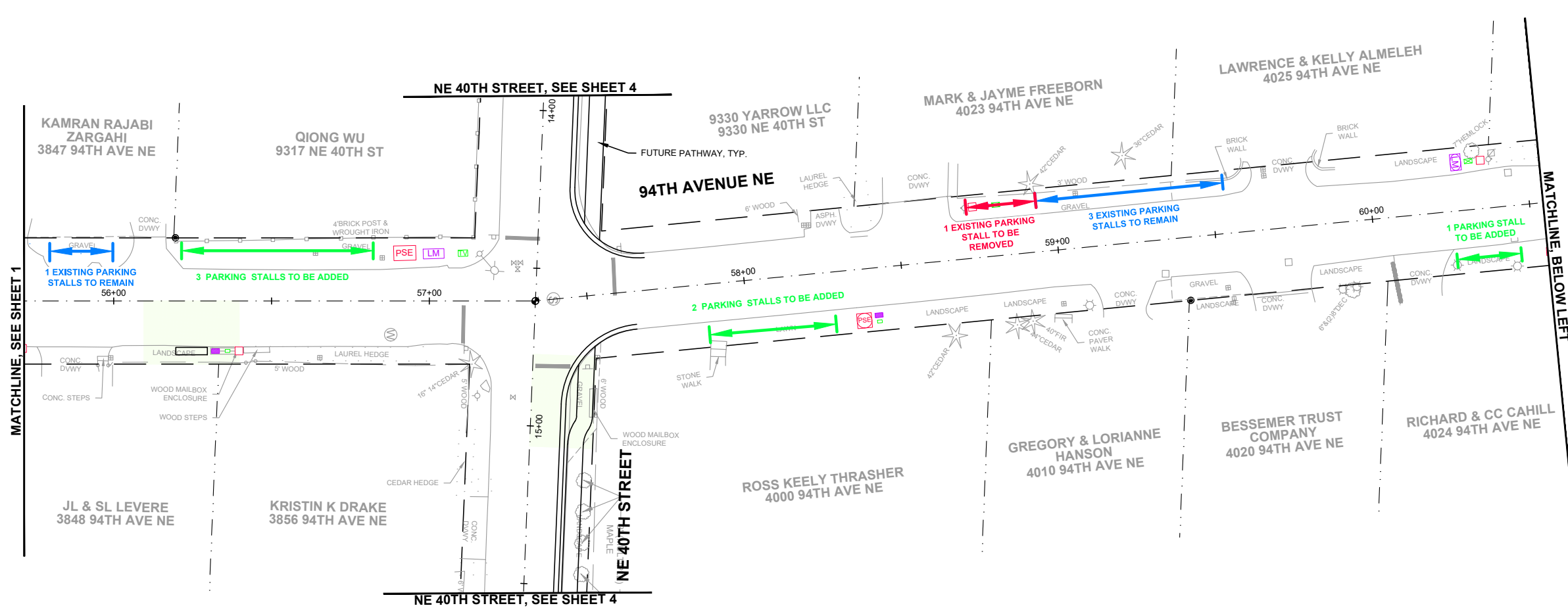
TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC PROJECT
CONCEPTUAL PARKING LAYOUT

Gray & Osborne, Inc.
CONSULTING ENGINEERS

SHEET 1 OF 4

MATCHLINE, SEE ABOVE RIGHT

MATCHLINE, SEE SHEET 2

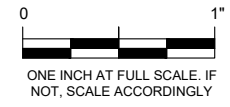


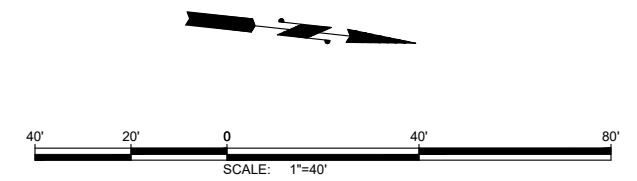
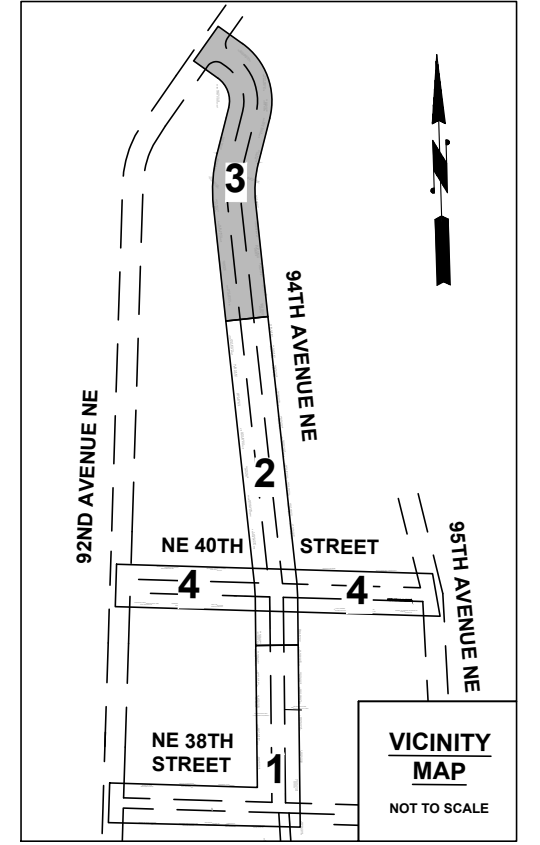
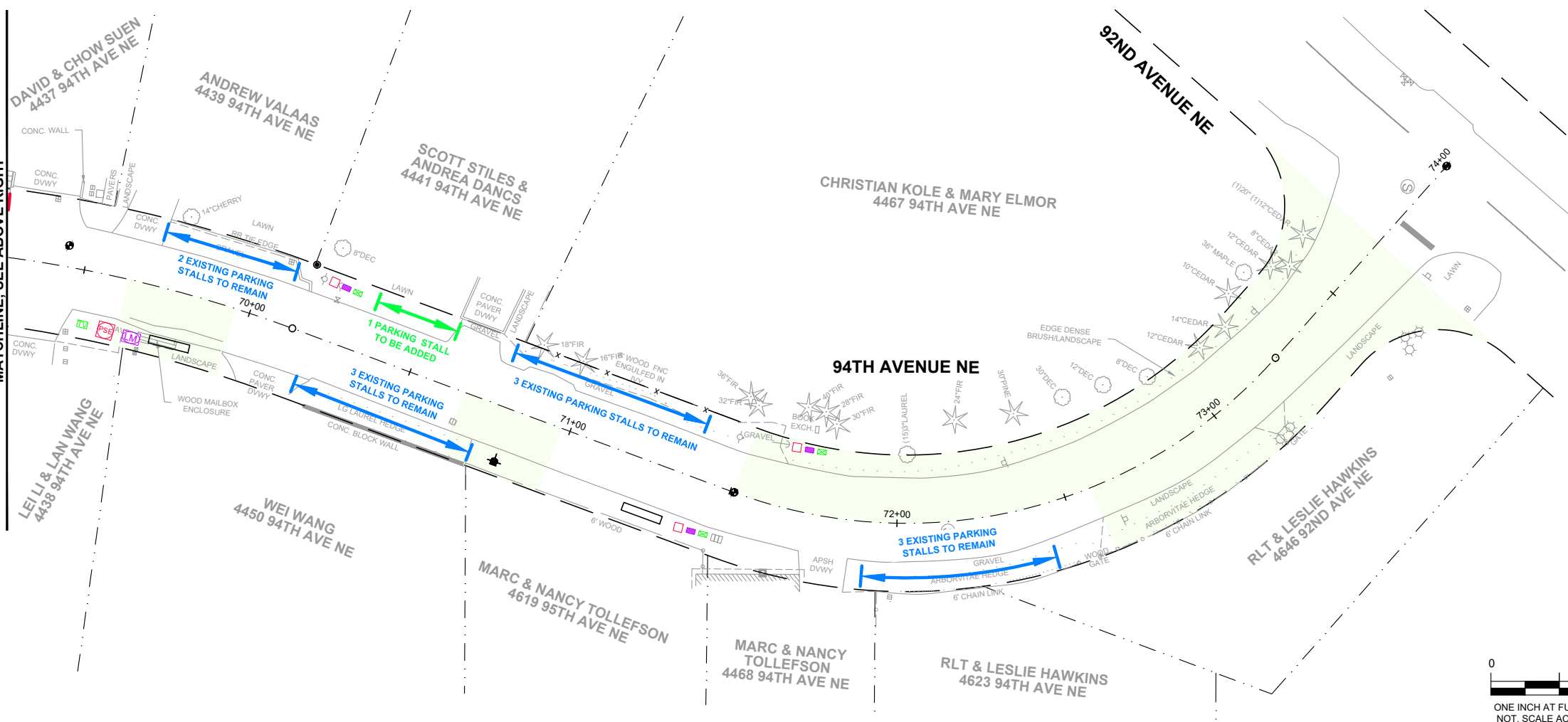
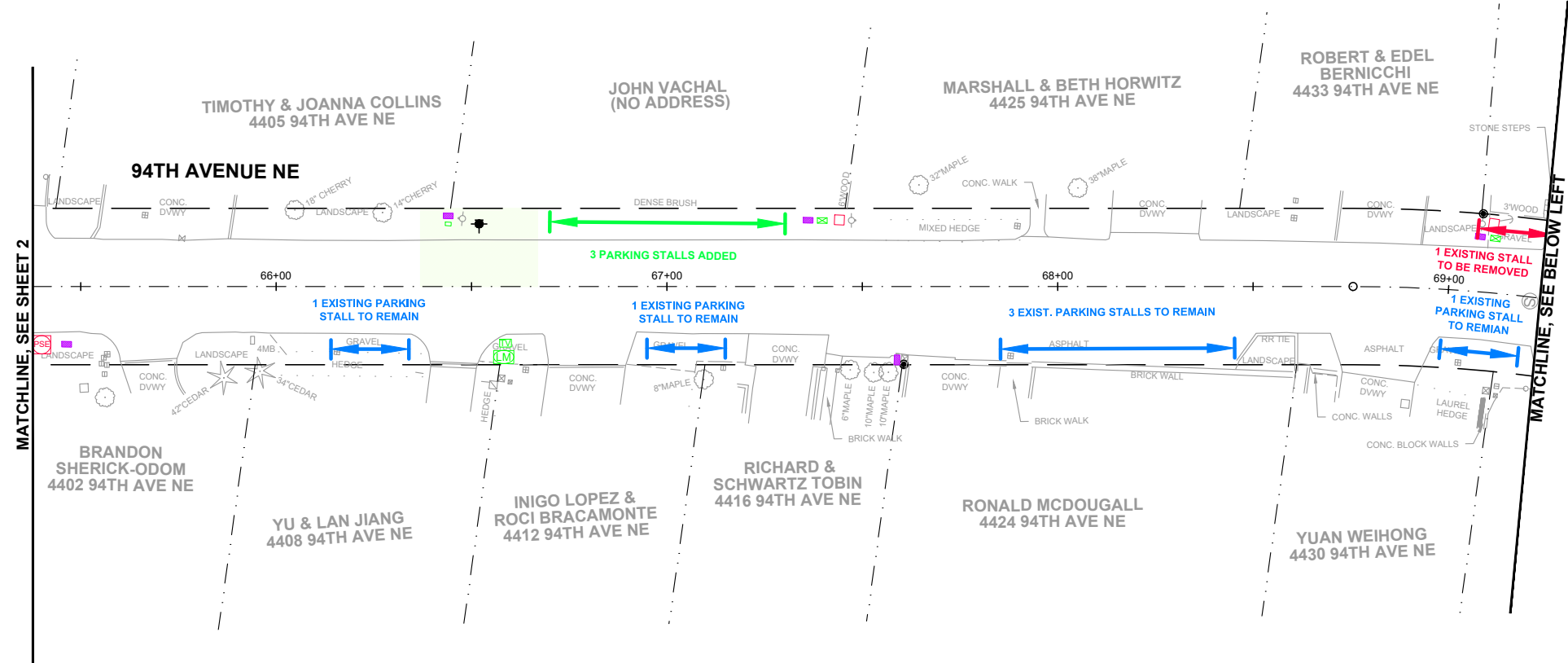
- LEGEND**
- PROPOSED FIRE HYDRANT
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 - NO PARKING ZONE (YPMC 10.04.055)
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TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC PROJECT
CONCEPTUAL PARKING LAYOUT

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SHEET 2 OF 4





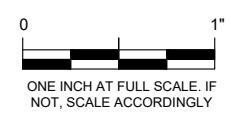
LEGEND

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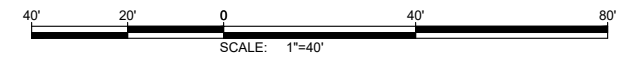
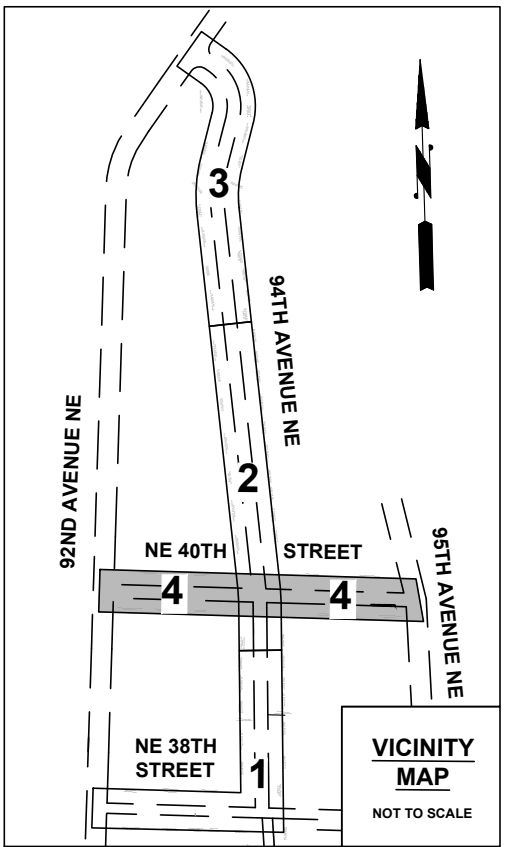
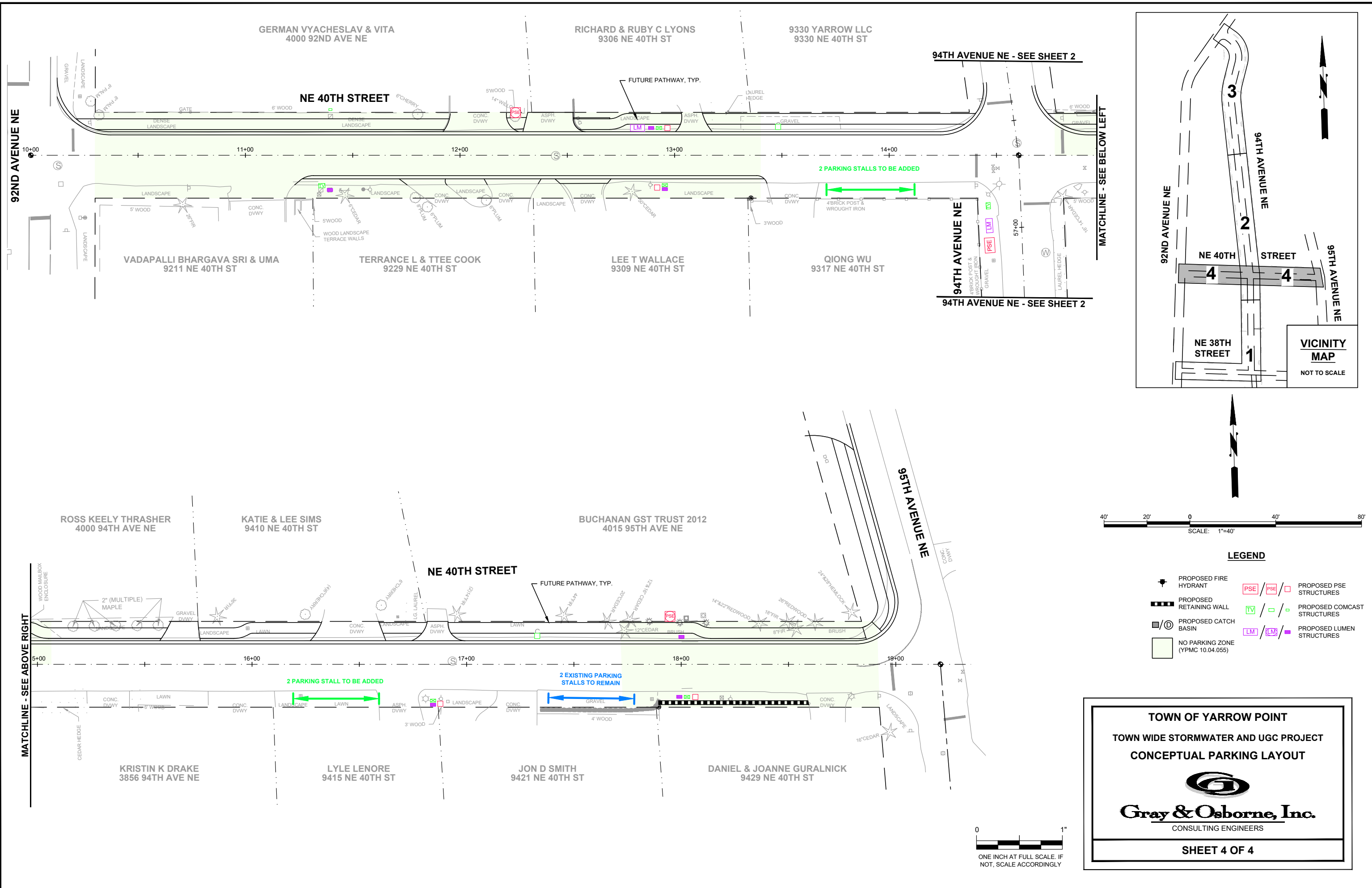
TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC PROJECT
CONCEPTUAL PARKING LAYOUT

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SHEET 3 OF 4

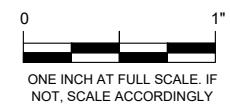


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LEGEND

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TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC PROJECT
CONCEPTUAL PARKING LAYOUT



Gray & Osborne, Inc.
 CONSULTING ENGINEERS

SHEET 4 OF 4

NE 40TH STREET WALKING PATH



Key Questions

Does the Town want to install a walking path on NE 40th Street?

- a. If Yes: What side should the path be on?
- b. If No: Will the Town require utility structures to be located clear of the future pathway location?

WHY A WALKING PATH ON NE 40TH STREET?

- A walking path on NE 40th Street is part of the Town's 2015 Trail Master Plan.
- The Town received a formal complaint about pedestrian safety at the 95th Avenue NE / NE 40th Street intersection.



WHICH SIDE SHOULD THE WALKING PATH BE ON?

North Side Statistics

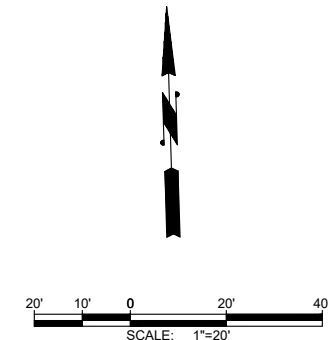
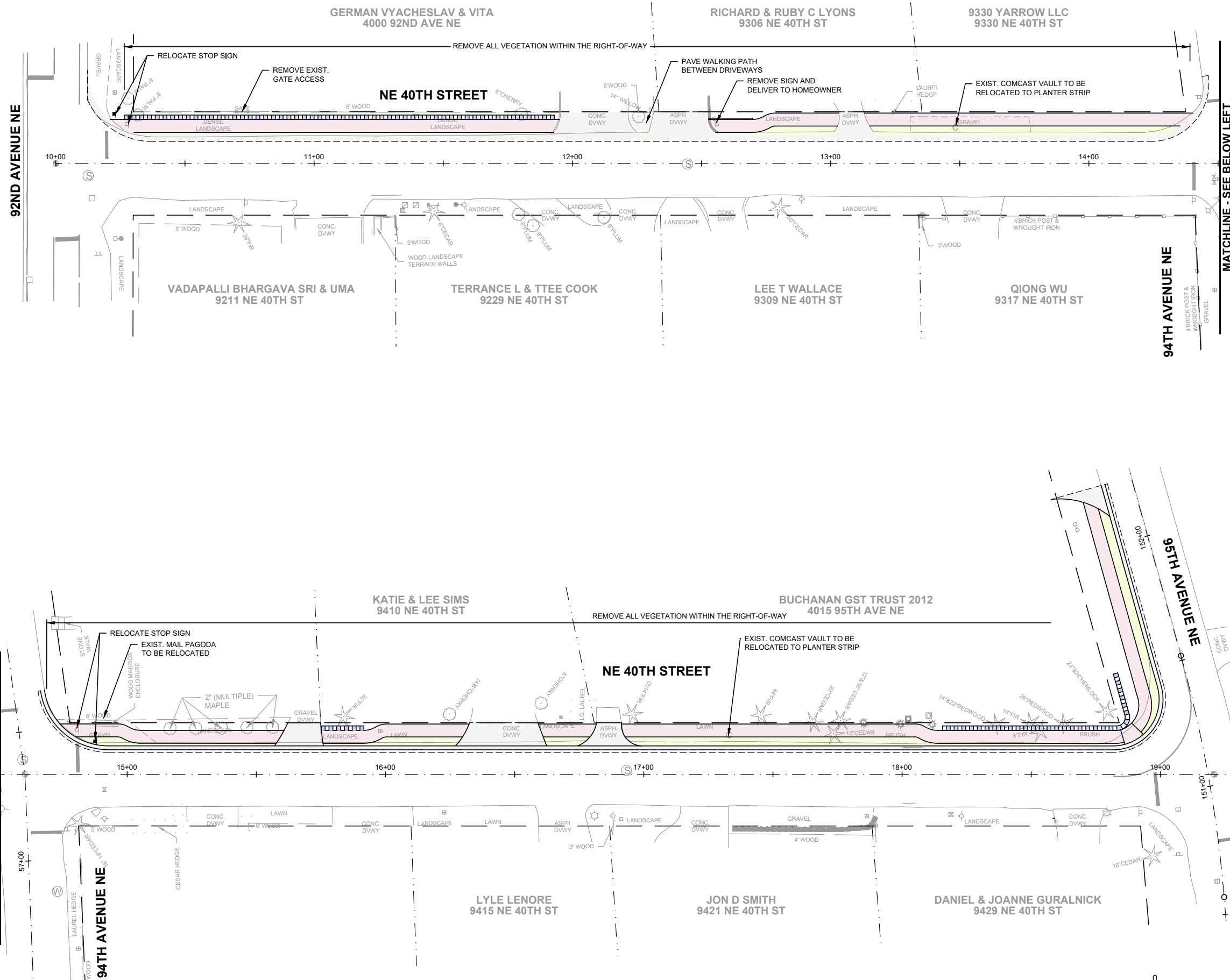
- Cost: \$165,000
- Impacted Driveways: 6 Driveways (6 Separate Properties)
- Private/Shared Trees Removed/ Impacted: 7 Trees

South Side Statistics

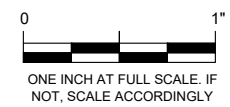
- Cost: \$176,000
- Impacted Driveways: 10 Driveways (8 Separate Properties)
- Private/Shared Trees Removed/ Impacted: 6 Trees



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**WALKING PATH ON THE
NORTH SIDE**

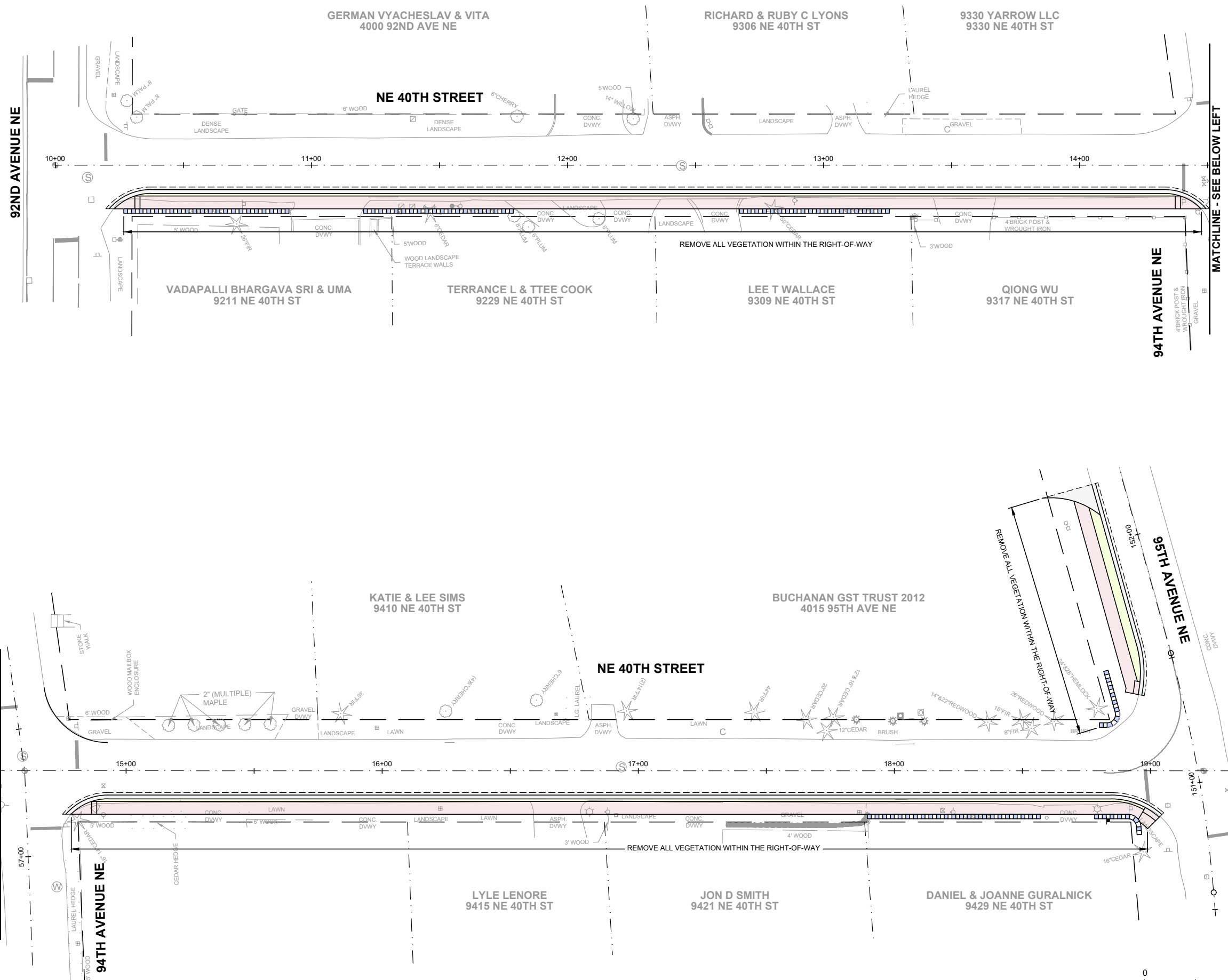


TOWN OF YARROW POINT
TOWN WIDE STORMWATER AND UGC PROJECT
NE 40TH STREET WALKING PATH CONCEPT

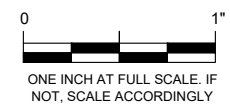
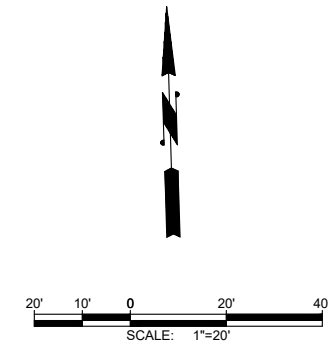


Gray & Osborne, Inc.
CONSULTING ENGINEERS

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WALKING PATH ON THE SOUTH SIDE



TOWN OF YARROW POINT
 TOWN WIDE STORMWATER AND UGC PROJECT
 NE 40TH STREET WALKING PATH CONCEPT



Gray & Osborne, Inc.
 CONSULTING ENGINEERS

92ND AVENUE NE

94TH AVENUE NE

MATCHLINE - SEE BELOW LEFT

MATCHLINE - SEE ABOVE RIGHT

95TH AVENUE NE

94TH AVENUE NE

SALLY'S ALLEY — EAST PHASE



Key Question

Does the Town want Gray and Osborne, Inc. to design the East Phase of Sally's Alley?

**AMENDMENT NO. 1
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
G&O JOB NO. 23445**

THIS AMENDMENT, by and between the Town of Yarrow Point, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) January 17, 2023, for additional services related to the Town Wide Stormwater and UGC.

See attached Exhibits A and B for scope and fee. For a not-to-exceed cost of \$5,500.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

TOWN OF YARROW POINT

By: 
(Signature)

By: _____
(Signature)

Name: Michael B. Johnson, P.E., President
GRAY & OSBORNE, INC.

Name: _____
(Print)

Date: 5/18/23

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT A

SCOPE OF WORK

TOWN OF YARROW POINT SALLY'S ALLEY PATHWAY DESIGN AMENDMENT TOWN WIDE STORMWATER AND UGC PROJECT

Gray & Osborne, Inc. is currently under contract to complete the design for the stormwater and undergrounding conversion (UGC) project along the following corridors:

- 94th Avenue NE: NE 37th Place to 92nd Avenue NE
- NE 38th Street: 92nd Avenue NE to 94th Avenue NE
- NE 40th Street: 92nd Avenue NE to 95th Avenue NE

In addition to the work described in the original contract (executed January 17, 2023), the Town of Yarrow Point now desires to have Gray & Osborne, Inc. complete the design for the east phase of the Sally's Alley Pathway. The pathway along Sally's Alley is a 5-foot wide meandering crushed rock pedestrian path extending from 94th Avenue NE to 95th Avenue NE. Under a separate contract, the Town will complete the west phase, which starts at 94th Avenue NE and extends approximately 300 feet east. This work will occur in 2023. The east phase will complete the gap between the west phase and 95th Avenue NE, approximately 300 feet. The supplement assumes that all right-of-way and/or easements, necessary to construct these improvements are in place and no work is included for identifying needed easements or property acquisitions. Any work associated with negotiating and acquiring easements from affected property owners will be conducted by the Town. This supplement also assumes that a geotechnical investigation and cultural resource assessment are not required and that the project is exempt from SEPA.

The east phase will be incorporated in the bid documents and constructed as part of the Town's Stormwater & UGC project in 2024. As such, additional services associated with this design will include the following:

Task 1 – Project Management

Provide additional project management and oversight of the project.

Task 2 – Design

Prepare a 60- and 100-percent design submittal for the Sally's Alley Pathway. Submittals will include plans, project specific specifications and cost estimates

Task 3 – Quality Assurance/Quality Control

Supplement our current QA/QC task to include review of the improvements on Sally's Alley.

The Town has completed the topographical survey (completed by PACE in 2021) which will be used by Gray & Osborne, Inc. for the basis of the design work. We will use this information to prepare plans, specifications, and cost estimates for public bidding of the Project.

All deliverables associated with the Sally's Alley pathway will be similar in frequency and type as our original contract.

Construction management and inspection services are not included in this scope of work.

EXHIBIT B

ENGINEERING SERVICES SCOPE AND ESTIMATED COST

TOWN OF YARROW POINT - SALLY'S ALLEY PATHWAY DESIGN AMENDMENT TOWN WIDE STORMWATER AND UGC PROJECT

| Tasks | Principal Hours | Project Manager/ Engineer Hours | Civil Eng. Hours | AutoCAD/ GIS Tech./ Eng. Intern Hours |
|-----------------------------------------|------------------------|----------------------------------------|-------------------------|----------------------------------------------|
| 1 Project Management | 4 | | | |
| 2 Design | | 6 | 10 | 8 |
| 3 QA/QC | 1 | 2 | 2 | |
| | | | | |
| Hour Estimate: | 5 | 8 | 12 | 8 |
| Fully Burdened Billing Rate Range:* | \$150 to \$235 | \$125 to \$235 | \$115 to \$155 | \$65 to \$165 |
| Estimated Fully Burdened Billing Rate:* | \$200 | \$190 | \$155 | \$125 |
| Fully Burdened Labor Cost: | \$1,000 | \$1,520 | \$1,860 | \$1,000 |

Total Fully Burdened Labor Cost: \$ 5,380

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 120

TOTAL ESTIMATED COST: \$ 5,500

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