

PARK BOARD REGULAR MEETING AGENDA

Tuesday, October 26, 2021

7:00 p.m.

1-253-215-8782, Meeting ID: 915 466 8840#

Members of the public may participate by phone/online. Individuals who call in remotely who wish to speak live 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 October 26, 2021 Park Board meeting. Wait for the Deputy Clerk to call on you before making your comment. If you dial in via telephone, please unmute yourself by dialing *6 when it is your turn to speak. Speakers will be allotted 3-minutes for comments. Please state your name and address and you will be asked to stop when you reach the 3-minute limit.

Join on your computer or mobile app

<https://us02web.zoom.us/j/9154668840>

Or call in (audio only)

1-253-215-8782 United States, Seattle

Meeting ID: 915 466 8840#

CALL TO ORDER: Chairman John McGlenn

ROLL CALL: Park Commission Members: Chair John McGlenn, Doug Waddell, Carolyn Whittlesey, Kathy Smith, Krista Fleming

APPEARANCES:

Members of the public may speak concerning items that either are or are not on the agenda. The Park Board 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 or regular mail may also be submitted to depclerk@yarrowpointwa.gov to be included in the record.

REGULAR BUSINESS:

1.	PB AB 21-18 Sally's Alley Master Plan Discussion
2.	PB AB 21-19 Parks Board Checklist for Public Works Department

OTHER REPORTS:

ADJOURN

**To subscribe to our email list, email Town Hall at: townhall@yarrowpointwa.gov*

Yarrow Point Deputy Clerk

From: Doug Waddell <doug@waddellpropertiesinc.com>
Sent: Wednesday, September 29, 2021 11:49 AM
To: John McGlenn; Doug Waddell; Carolyn Whittlesey; Kathy Smith; Krista Fleming
Cc: Yarrow Point Deputy Clerk
Subject: Check List - Draft 1.0

Team Park Board - Since I am not great with adjusting PDF, Word, Excel or whatever, I thought the easiest way to get this started is just as an email the we can collectively edit and add to and then have the Town or someone put it in a more permanent (but updatable) form.

Road End Beach:

- Blow & pick up garbage weekly
- Weed and rake beds
- New mulch every other year
- Prune including along property lines
- Mow
- Maintain rockery and beach with new rock as needed
- Regular dock and swim area maintenance/repairs
- Power wash concrete every other year?
- Parking area upkeep striping?

42nd Street Beach:

- Mow and pick up garbage
- Annual prune/hedging along property lines
- Maintain beach, add rock/sand as needed
- Inspect for unregistered watercraft and remove as necessary
- Maintain paddle board structures, remove left over locks after season is over

92nd Street, sign and parking area north of sign landscaping (maybe traffic circle too?):

- Prune and weed as needed
- Water as needed
- Re-plant as needed (fall or early spring only)
- New mulch every other year for sign?? Traffic circle?
- Monitor gravel in parking area, rake and add as needed.
- Make sure all landscape lighting is working.

Salley's Alley:

- Mow, weed and prune
- Monitor and maintain gravel pathway

Town Hall/Morningside:

- Weed, prune and rake beds around building and street
- New mulch as needed?
- Power was concrete path (and sport court??) every other year
- Monitor parking striping and re-apply as needed
- Monitor and maintain play structure(s), wood chips and sand and add/repair as needed.
- Eventual maintain new paths (this will most likely also require outside contractor 1 x per year).

Doug Waddell

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**TOWN OF YARROW POINT
PARK BOARD (TELECONFERENCE) SPECIAL MEETING MINUTES
September 28, 2021
5:00pm**

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

CALL TO ORDER:

Park Board Chairman John McGlenn called the meeting to order at 5:05pm

IN ATTENDANCE:

Chairperson: John McGlenn

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

Staff: Austen Wilcox - Deputy Clerk

Guests: Andy Valaas – Councilmember
Meredith Shank - Resident

APPEARENCES

None.

REGULAR BUSINESS:

PB AB 21-17 Sally's Alley Master Plan Discussion

Deputy Clerk Wilcox reported that the Town's Attorney and Council determined there would not be a need to reclassify Sally's Alley from a road into a park in order for the Park Board to achieve their goals with a Sally's Alley Master Plan.

The Park Board discussed future private residential construction projects on the east and west ends of Sally's Alley. Deputy Clerk Wilcox reported that the new home for the vacant lot at the east end of Sally's Alley is still in review and the Town has received no submittals to date for the property on the west end.

The Park Board discussed a proposal from JGM Landscape Architects dated September 28, 2021 to provide professional landscape architectural design services for Sally's Alley.

The Park Board members in attendance agreed to create a Sally's Alley Master Plan to maintain and improve the public space.

Resident Meredith Shank at 9089 NE 39th Pl recapped her comments in a letter submitted to the Park Board on September 28, 2021 discussing recommended improvements to Sally's Alley and the NE 42nd St public water access location.

Councilmember Andy Valaas at 4439 94th Ave NE suggests explaining why the Sally's Alley Trails Master Plan from 2013 is no longer valid and needs to be redone.

The Park Board will fine tune the proposal with JGM Landscape Architects before forwarding it to the Town Council with a recommendation for approval.

OTHER REPORTS:

Park Board members discussed the following:

- Creating a monthly checklist for the Mayor and Public Works Coordinator to review identified field items the Park Board would like to see done in Town parks and right of ways. Park Board member Waddell will take lead on creating a checklist.
- Include more items in the next Comprehensive Plan update such as the Morningside trail system.
- Needed leaf blowing/clean up at Town beach.

ADJOURNMENT:

Park Board Chairman John McGlenn adjourned the meeting at 5:38pm.

APPROVED:

ATTEST:

John McGlenn, Park Board Chairman

Austen Wilcox, Deputy Clerk