

Park Board Chairperson: John McGlenn

Members: Doug Waddell, Dicker Cahill, Carolyn Whittlesey, Krista Fleming, Robert Afzal, Kathy Smith *Ex officio member*

Town Attorney: Emily Romanenko

Deputy Clerk: Austen Wilcox

Meeting Participation

Members of the public may participate in person at Town Hall or by phone/online. Town Hall has limited seating available, up to 15 public members. 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 4:30 PM on the day of the 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 if you wish.) You will be asked to stop when you reach the 3-minute limit.

Join on computer, mobile app, or phone

1-253-205-0468

Meeting ID: 843 4233 4477#

<https://us02web.zoom.us/j/84342334477>

1. **CALL TO ORDER:** Park Board Chairperson, John McGlenn

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Park Board Members, Doug Waddell, Dicker Cahill, Carolyn Whittlesey, Krista Fleming, Robert Afzal, Kathy Smith *Ex officio member*

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

5. **STAFF REPORTS**

6. **APPEARANCES/PUBLIC COMMENT**

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 if you wish) 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.

7. **MINUTES**

- November 22, 2022 Regular Park Board Meeting
- January 25, 2023 Regular Park Board Meeting
- February 28, 2023 Special Park Board Meeting

8. **REGULAR BUSINESS**

8.1 AB 23-01 – Cleanup day: April 22, 2023

8.2 AB 23-02 – Sally's Alley Planning for West End

9. **ADJOURNMENT**

**TOWN OF YARROW POINT
PARK BOARD REGULAR MEETING MINUTES
November 22, 2022**

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

CALL TO ORDER:

Substitute Chairperson Dicker Cahill called the meeting to order at 7:00 p.m.

PRESENT:

Chairman: John McGlenn – Excused absence

Commissioners: Doug Waddell
Dicker Cahill
Carolyn Whittlesey
Krista Fleming
Robert Afzal
Kathy Smith *Ex Officio member*

Staff: Austen Wilcox – Deputy Clerk

Guests: Craig Lewis – JGM Landscape Architects

MINUTES:

- October 25, 2022 Regular Meeting

MOTION: Motion by Park Board member Waddell seconded by Park Board member Afzal to approve the October 25, 2022 special meeting minutes as presented.

VOTE: 5 for, 0 against. Motion carried.

APPEARANCES:

REGULAR BUSINESS:

PBAB 22-13 – Discuss Sally’s Alley Master Plans for West Entrance

The Park Board discussed the current draft.

- Access points are the main area to improve and define. Possibly place a rock in these areas to define the trail entrances
- Work on public relations and communication to Town Council
- Complete design to be done in 2022 and begin work in 2023
- Improve pathway surface
- Make pathway width 10’
- Discussed emergency vehicle access concerns in Sally’s Alley
- Access for neighboring driveways
- New foliage
- Screening the pathway for adjacent private properties
- Create a visual design for Council review
- Hold an open house for public comment and review
- Maintenance for plantings which must be drought tolerant
- Option to replace existing gravel Grasscrete

Substitute Chairperson Dicker Cahill relinquished his role as Substitute Chairperson to Krista Fleming and left the meeting at 7:14 p.m.

Krista Fleming accepted the role of Substitute Chairperson at 7:14 p.m.

ADJOURNMENT:

MOTION: Motion by Park Board member Fleming seconded by Park Board member Waddell to adjourn the meeting at 7:58 p.m.

VOTE: 4 for, 0 against. Motion carried.

APPROVED:

ATTEST:

Substitute Chairperson, Dicker Cahill

Austen Wilcox, Deputy Clerk

Substitute Chairperson, Krista Fleming

**TOWN OF YARROW POINT
PARK BOARD REGULAR MEETING MINUTES
January 24, 2023**

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

CALL TO ORDER:

Chairman John McGlenn called the meeting to order at 7:02 p.m.

PRESENT:

Chairman: John McGlenn
Commissioners: Doug Waddell – *attended virtually*
Dicker Cahill – *absent*
Carolyn Whittlesey
Krista Fleming
Robert Afzal – *attended virtually*
Kathy Smith *Ex Officio member*

Staff: Austen Wilcox – Deputy Clerk
Stacia Schroeder – Engineer

Guests: Meredith Shank – Resident
Eric Zhuang – Resident
Graze Zhao – Resident

MINUTES:

- November 22, 2023 Regular Meeting

The Park Board will review the November minutes at the next regular meeting.

REGULAR BUSINESS:

PBAB 23-01 – Sally’s Alley Planning for West End

The Park Board discussed the current draft and the December 13 Council meeting minutes relating to Sally’s Alley Master Plan.

- The Park Board talked with Town Engineer Stacia Schroeder about the design
- Discussed an upcoming meeting with an adjacent neighbor regarding pathway into Sally’s Alley
- Landscaping around adjacent neighbors of Sally’s Alley
- Planning around upcoming private and public projects that will be in the vicinity of Sally’s Alley
- Layout pathway
- Look at options for a rock to be placed at the entrance of Sally’s Alley
- Future special onsite Park Board meeting at Sally’s Alley

Spring Cleanup:

- Recruit volunteers & make announcement in upcoming Town newsletter
- Check with Public Works Coordinator to discuss areas needed for maintenance

The Park Board chose April 22, 2023 as cleanup day.

APPEARANCES:

Resident Meredith Shank asked if irrigation will be included for the future plantings in Sally's Alley. No irrigation will be used and drought tolerant plants will be utilized. Ms. Shank asked if the driveway into Sally's Alley is still public accessible and the Park Board responded stating that it is.

ADJOURNMENT:

MOTION: Motion by Park Board member Whittlesey seconded by Park Board member Fleming to adjourn the meeting at 7:49 p.m.

VOTE: 5 for, 0 against. Motion carried.

APPROVED:

ATTEST:

John McGlenn, Chairman

Austen Wilcox, Deputy Clerk

**TOWN OF YARROW POINT
PARK BOARD SPECIAL MEETING MINUTES
February 28, 2023**

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

1. CALL TO ORDER:

Chairman John McGlenn called the special meeting to order at 4:00 p.m. onsite at Sally's Alley

PRESENT:

Chairman: John McGlenn
Commissioners: Doug Waddell – Excused absence
Dicker Cahill
Carolyn Whittlesey
Krista Fleming
Robert Afzal
Ex officio Councilmember Kathy Smith

Staff: Austen Wilcox – Deputy Clerk
Stacia Schroeder – Engineer

Guests: Julia Webb – Resident
Gustavo and Ana Mahler – Residents
Randy and Melanie Hassler – Residents
Meredith Shank – Resident
Antoine Faisandier – Resident

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENT

Resident Gustavo Mahler suggests a European design regarding placement of the pathway by placing it in the center of the vehicle drive relating to driveway access for 3798 94th Ave NE.

Resident Melanie Hassler discussed the proposed Grasscrete and questioned how it would hold up to vehicle use.

Resident Julia Webb discussed the existing grass area and how it can be left natural.

5. APPROVAL OF THE MINUTES:

To be reviewed at regular March meeting.

6. REGULAR BUSINESS:

Proceed with refining planned improvement details for the western half of Sally's Alley

The Park Board discussed:

- Discussions with property owner at 3798 94th Ave NE regarding driveway access, landscaping and pathway
- Reviewed draft sketch proposal of Grasscrete to be placed for driveway access for 3798 94th Ave NE
- Location of pathway and potential European style path centered between the car tires on the proposed Grasscrete as suggested by a resident
- General landscaping to fit in with the look of the town
- Retain original holly farm tree
- Maintenance of proposed Grasscrete from adjoining property owner
- Cleanup and retain existing trees

Chairman John McGlenn recessed the special meeting at Sally's Alley at 4:41 p.m. due to requests to meet at Town Hall to get inside from the cold weather. He announced that the Park Board will reconvene at Town Hall momentarily once the members make their way to Town Hall and a quorum is established.

Chairman John McGlenn reopened the special meeting at 4:52 p.m. at Town Hall.

Roll Call

Chairman John McGlenn
Dicker Cahill
Krista Fleming
Carolyn Whittlesey
Ex officio Councilmember Kathy Smith

The Park Board discussed:

- Increasing better communication measures among Park Board Members
- Proposed draft sketch of Grasscrete
- Project management to keep members apprised
- Eventual development of adjoining 3802 94th Ave NE vacant lot and the surrounding landscaping and fencing
- Meeting with project landscape architect
- Town staff will arrange an arborist report of the tree cluster across from the driveway of 3798 94th Ave NE.

7. ADJOURNMENT:

Park Board Chairman John McGlenn adjourned the meeting at 5:45 p.m.

APPROVED:

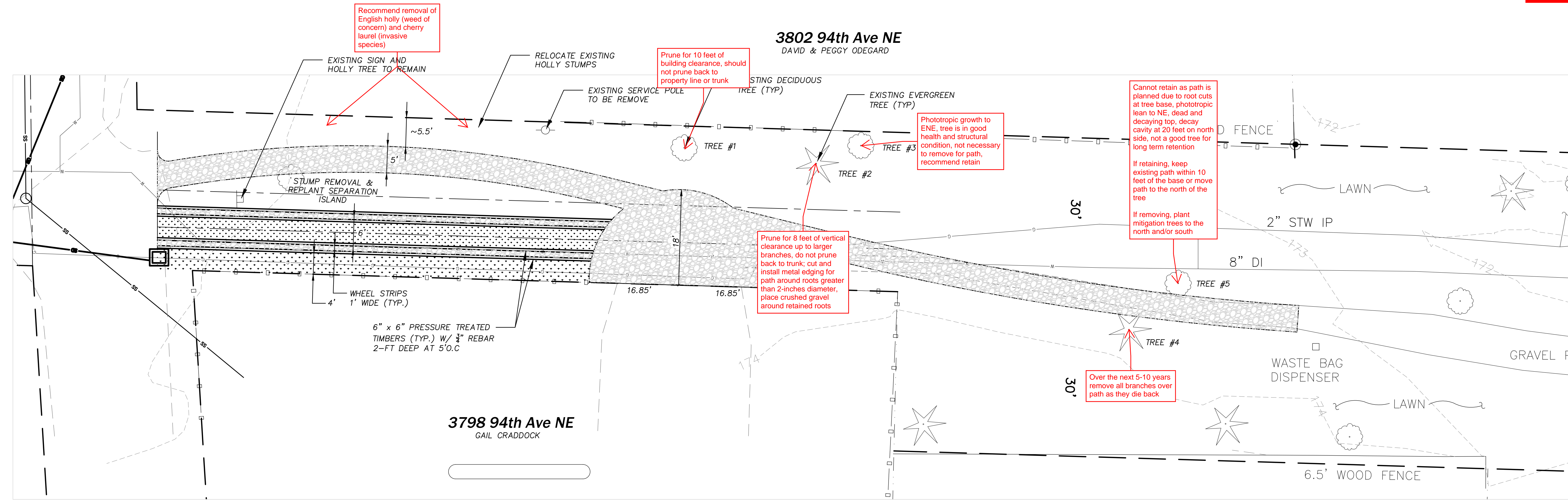
ATTEST:

John McGlenn, Chairman

Austen Wilcox, Deputy Clerk

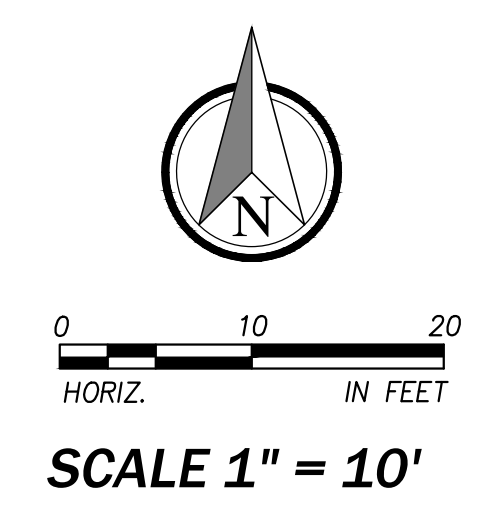
DRAFT

Arborist Notes
Tree Solutions Inc.
206-528-4670
3/16/2023



PRELIMINARY MATERIAL LIST

ITEM NO.	DESCRIPTION	AMOUNT
1	6"x6" TIMBERS	335 LF
2	CRUSHED GRAVEL PATH (4" CSBC/ 2" CSTC)	1,472 SF
3	CRUSHED GRAVEL WHEEL STRIP (4" CSBC/ 2" CSTC)	173 SF
4	STEEL EDGING	442 LF
5	GRASS AREA	665 SF



CLIENT: TOWN OF YARROW POINT
 NE - 38TH STREET - SALLY'S ALLEY
 WASHINGTON
 KING COUNTY

NORTHWEST CIVIL SOLUTIONS, LLC
 PROFESSIONAL CIVIL ENGINEERING
 KIRKLAND, WA 98034
 Phone: (206) 276-8922

REV.	DATE	DESCRIPTION	BY	CHK
1	12/9/22	CONCEPT PLAN		
2	2/28/23	CONCEPT PLAN		

PROJECT NO. 0001-013

DRAWING

SHEET ____ OF ____