

Park Board Chairperson: Krista Fleming

Members: Doug Waddell, Dicker Cahill, Carolyn Whittlesey, John McGlenn, Robert Afzal

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: 861 3691 8908#

<https://us02web.zoom.us/j/86136918908>

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, John McGlenn, Robert Afzal

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**

- August 22, 2023 Regular Park Board Meeting

8. **REGULAR BUSINESS**

8.1 – Sally’s Alley West Update and Rock Selection

8.2 – Review Design for Phase 2 East Side of Sally’s Alley

8.3 – Entrance of Yarrow Point and Points Drive Public Areas

8.4 – Playground Maintenance

8.5 – Attending Town Council Meetings and Communications

9. **ADJOURNMENT**

**TOWN OF YARROW POINT
PARK BOARD REGULAR MEETING MINUTES
August 22, 2023**

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

1. CALL TO ORDER:

Chairman John McGlenn called the regular meeting to order at 7:00 p.m.

PRESENT:

Chairman:	John McGlenn
Commissioners:	Doug Waddell Dicker Cahill – Attended virtually Carolyn Whittlesey Krista Fleming – Attended virtually Robert Afzal
Staff:	Austen Wilcox – Deputy Clerk Stacia Schroeder – Engineer
Guests:	Katy Harris – Mayor Chris Bacon – Gray & Osborne, Inc Nancy Daltas – Resident

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF/AMENDMENTS TO AGENDA

MOTION: Motion by Park Board Member Whittlesey, seconded by Park Board Member Waddell to add discussion item 8.4 New Park Board Member Candidate Discussion.

VOTE: 5 for, 0 against, motion carried.

5. STAFF REPORTS

Deputy Clerk Wilcox noted that the Council did not meeting in August.

6. APPEARENCES/PUBLIC COMMENT

None.

7. APPROVAL OF THE MINUTES:

MOTION: Motion by Park Board Member Waddell, seconded by Park Board Member Afzal to approve the June 27, 2023 regular minutes as presented.

VOTE: 5 for, 0 against. Motion carried.

Park Board Member Dicker Cahill joined the meeting at 7:04 p.m.

8. REGULAR BUSINESS:

8.1 Sally's Alley Planning for West End

The Park Board discussed:

- Grasscrete experiment – Members observed that the grass seed side turned out better than the sod side; and
- Park Board Members Afzal, Cahill, and Whittlesey request a meeting with the landscape contractor and Town Engineer to discuss the grasscrete installation. Staff will arrange a meeting.

8.2 Sally's Alley Planning for East End

The Park Board discussed:

- Marking out the design of the path with the Town Engineer; and
- Creating an ADA pathway vs. non-ADA pathway; and
- Park Board Members Waddell and Fleming request a meeting with the Town Engineer and design consultant Gray & Osborne, Inc to discuss planning for the east end of Sally's Alley. Staff will arrange a meeting.

The Park Board discussed increasing better communication measures.

8.3 2024 Park Board Budget

The Park Board reviewed expenses paid to date in 2023.

Park Board Member Cahill left the meeting at 8:09 p.m.

Mayor Harris discussed the lack of landscape maintenance on the 92nd Ave NE roundabout.

The Park Board allocated the following figures to the 2024 budget:

- \$30,000.00 – Community Projects Construction
- \$95,000.00 – Open Spaces – Construction Projects
- \$25,000.00 – Roadside Landscaping Projects

8.4 New Park Board Member Candidate Discussion

Staff will include announcements in the newsletter and website for the upcoming Park Board position opportunities.

Park Board Member Krista Fleming will act as the interim Chair until the end of 2023.

9. ADJOURNMENT:

MOTION: Motion by Park Board Member Afzal, seconded by Park Board Member Whittlesey to adjourn the meeting at 8:46 p.m.

VOTE: 5 for, 0 against. Motion carried.

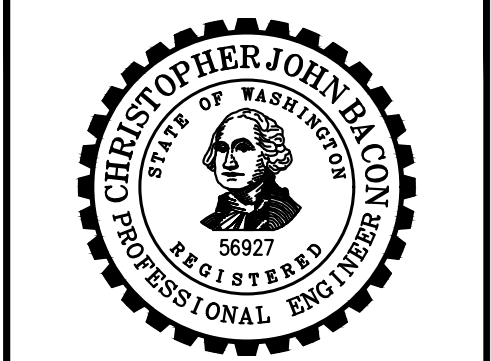
APPROVED:

ATTEST:

John McGlenn, Chairman

Austen Wilcox, Deputy Clerk

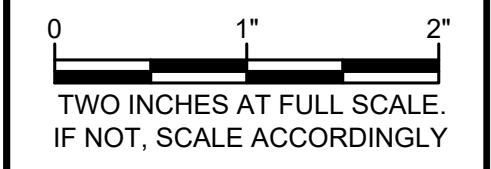
DRAFT



TOWN OF
YARROW POINT

TOWN WIDE
**STORMWATER AND
UGC PROJECT**

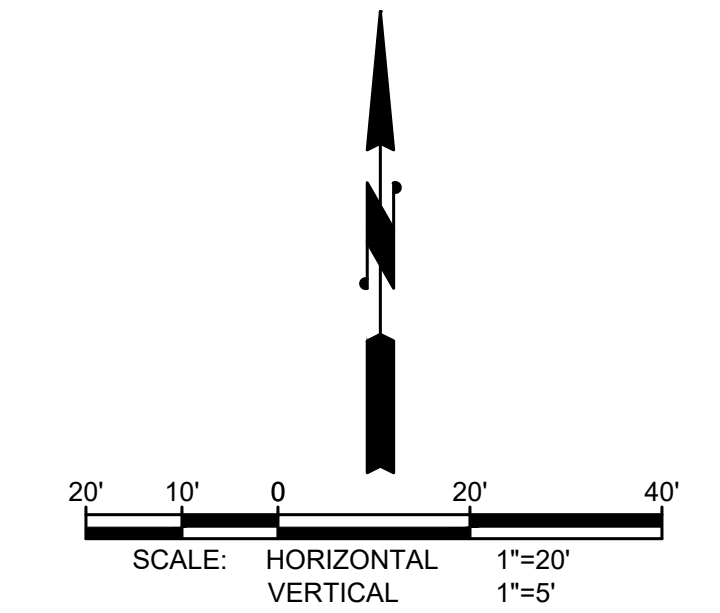
No.	DATE	REVISION
ISSUED FOR:	PRELIMINARY,	
	NOT FOR CONSTRUCTION	
ISSUE DATE:	AUG 2023	
APPROVED BY:	KWB	
CHECKED BY:	KWB	
DRAWN BY:	CJB	
DESIGNER:	CJB	
G & O JOB NO.:	23445	
FILE:	STORM P&P.DWG	



CIVIL

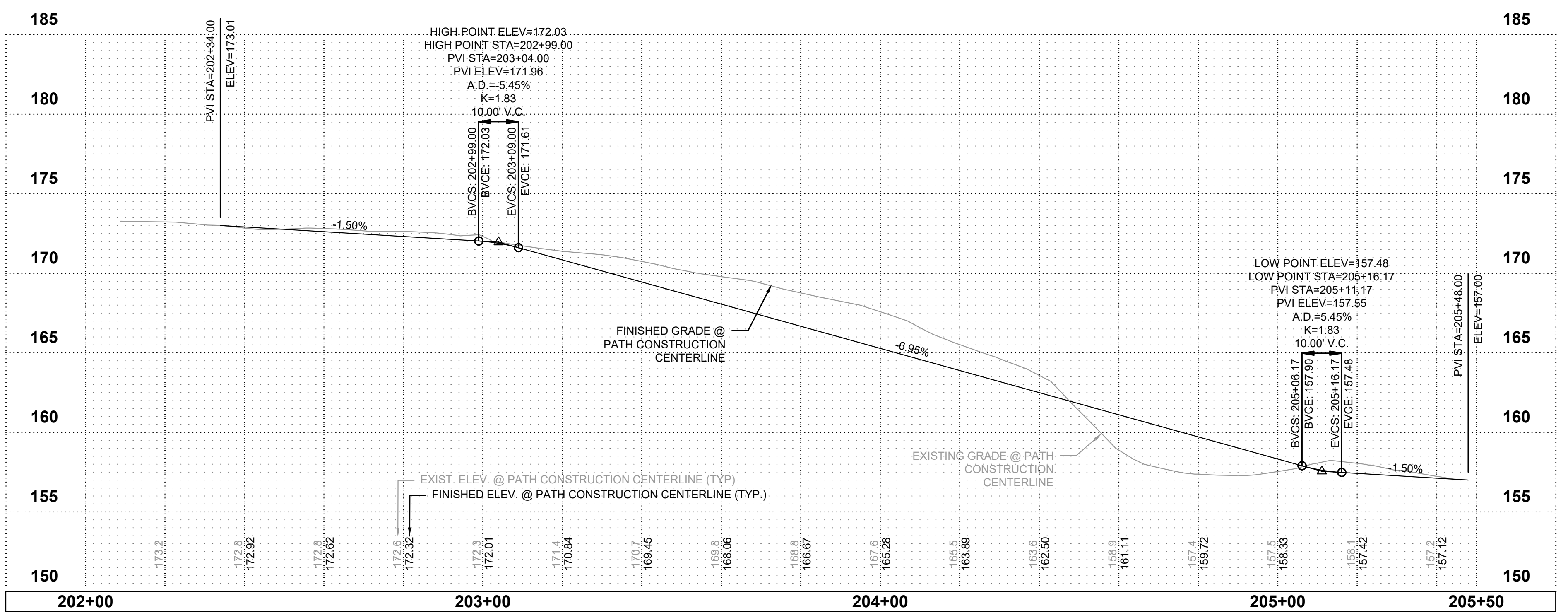
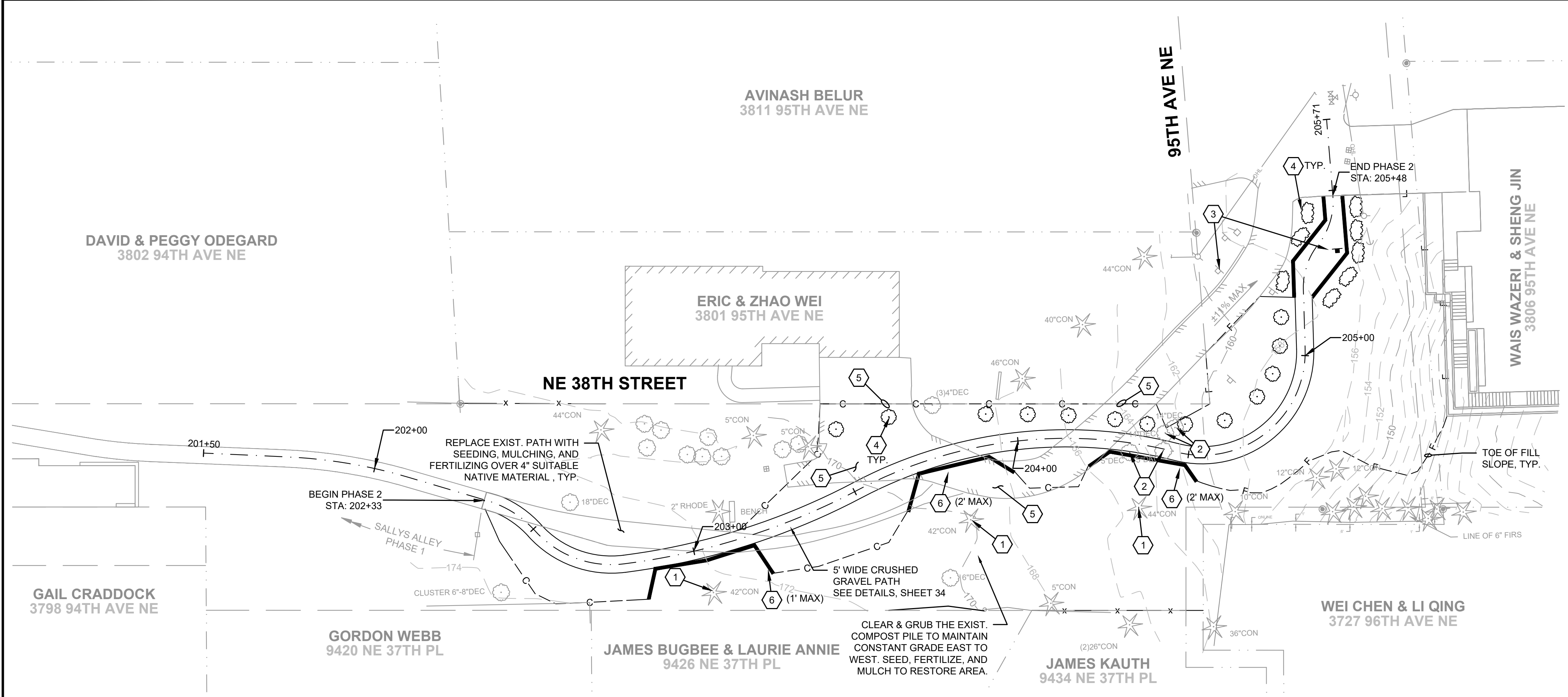
**SALLYS ALLEY
PHASE 2 PLAN &
PROFILE**

DRAWING: **33** OF: **38**



CONSTRUCTION NOTES

1. AN ARBORIST SHALL EVALUATE AND REPORT TO THE CONTRACTING AGENCY ON ANY EXCAVATION WITHIN 15' OF THE EXISTING TREE TO DETERMINE IF THE TREE'S STABILITY IS COMPROMISED. THIS WORK SHALL BE INCLUDED IN THE UNIT BID PRICE FOR "EXCAVATION, EMBANKMENT, AND GRADING, INCL. HAUL".
2. CLEAR AND GRUB EXSITING TREE AND GRIND STUMP TO 6" BELOW FINISHED GRADE.
3. RELOCATE EXIST. SIGN. FURNISH AND INSTALL NEW POST AND HARDWARE IN-KIND. WASTEHAUL EXISTING POST AND FOUNDATION.
4. INSTALL TREE OR BUSH PER WSDOT STANDARD PLAN H-10.10. COORDINATE FINAL PLACEMENT WITH THE CONTRACTING AGENCY IN THE FIELD.
5. SAWCUT THE EXIST. ASPHALT AT THE RW AND REMOVE AND WASTEHAUL THE EXISTING ASPHALT WITHIN THE RW (±2" DEPTH).
6. INSTALL MULTI-TIER TIMBER EDGING PER DETAIL, SHEET 34. (APPROX. HEIGHT NOTED.)



**BURIED UTILITIES IN AREA
CALL BEFORE YOU DIG
1-800-424-5555**
EXISTING UTILITIES SHOWN ARE FROM THE
BEST AVAILABLE INFORMATION AND NO
GUARANTEE IS MADE AS TO THE EXACT SIZE,
TYPE, LOCATION OR DEPTH

RIGHT-OF-WAY DISCLAIMER

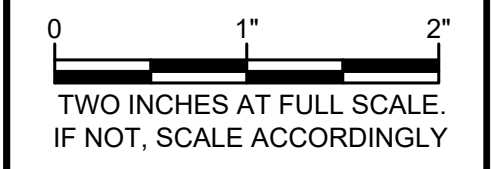
The right-of-way and/or property lines shown hereon are based on available information, not on a surveyed location and are only approximate.

APPROVAL FOR CONSTRUCTION

BY: TOWN OF YARROW POINT
DATE: MAY XX, 2023
APPROVAL EXPIRES: MAY XX, 2024

No.	DATE	REVISION

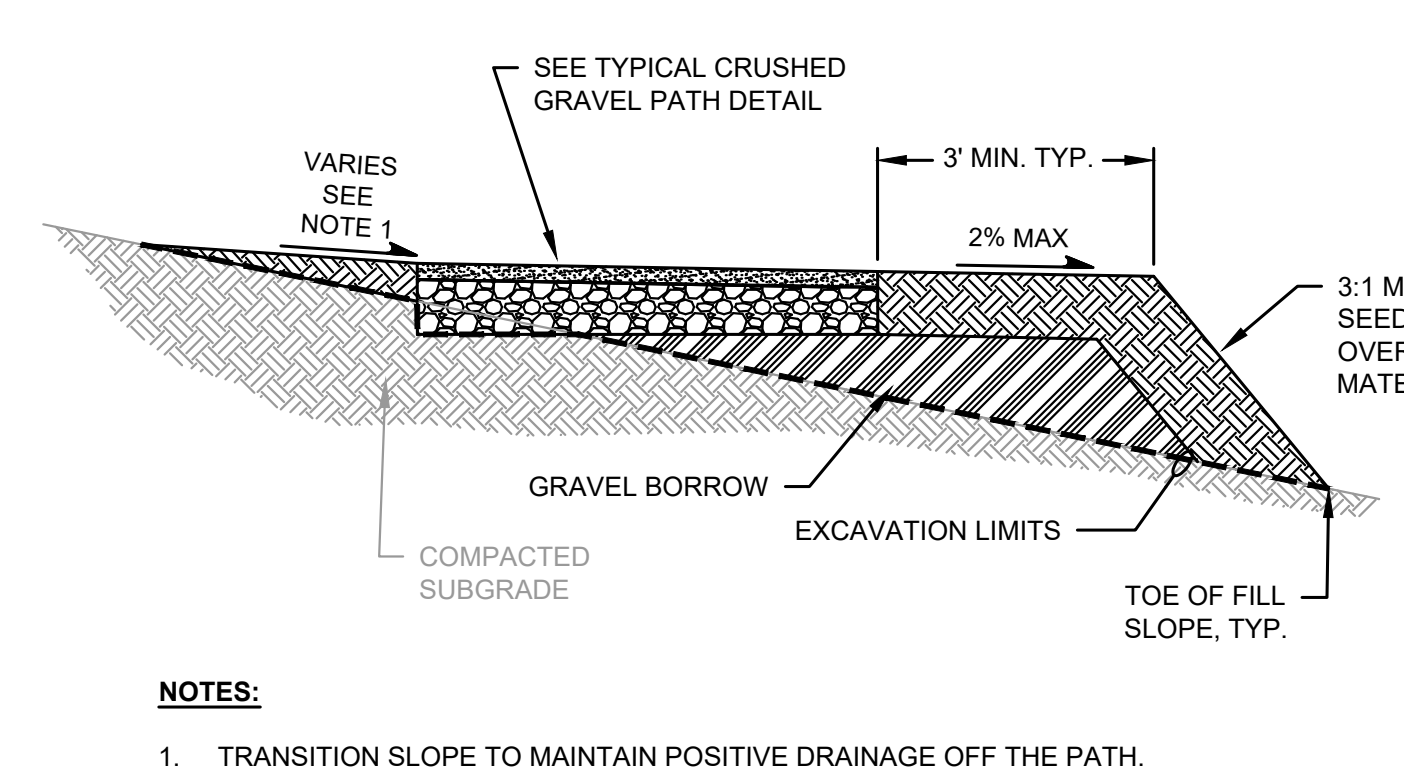
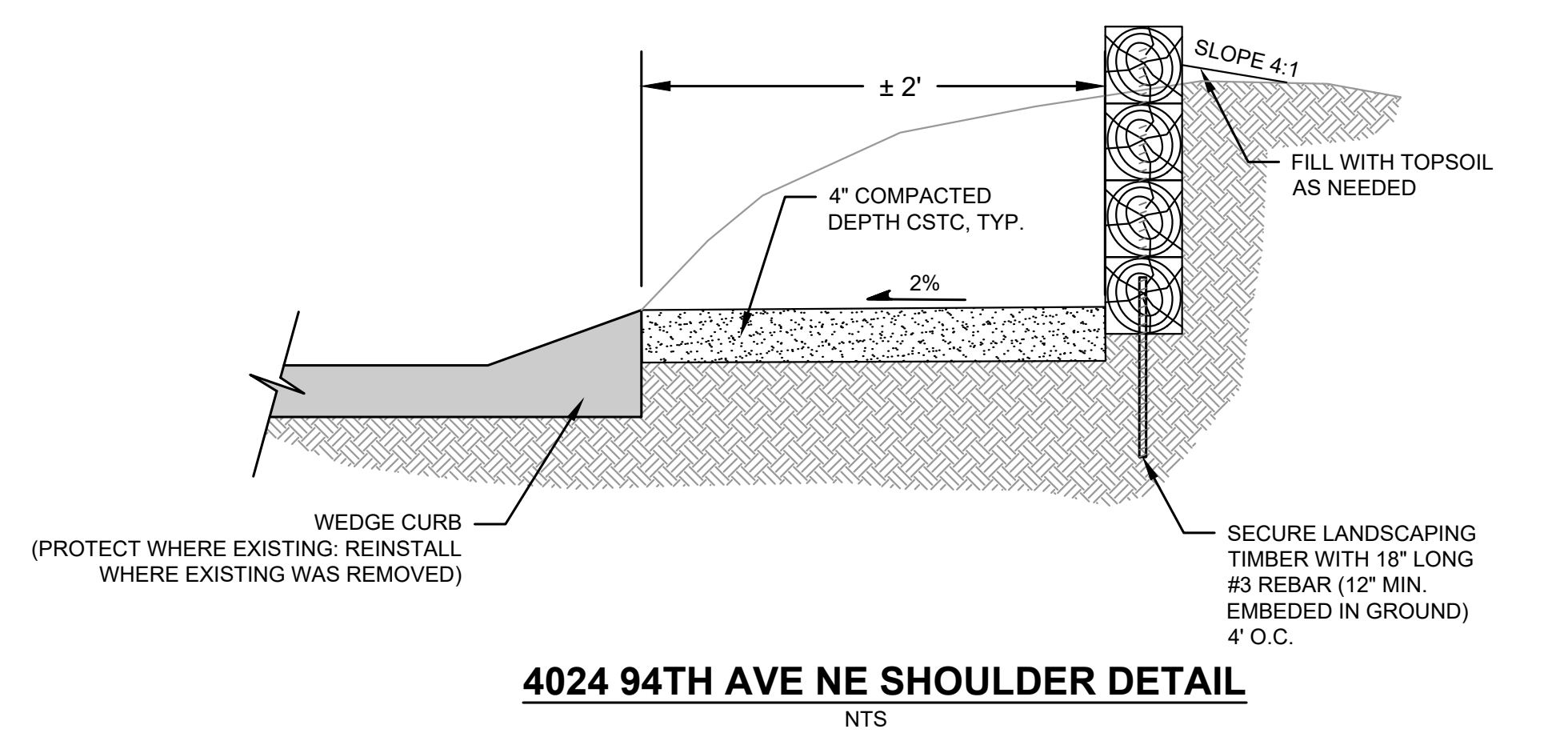
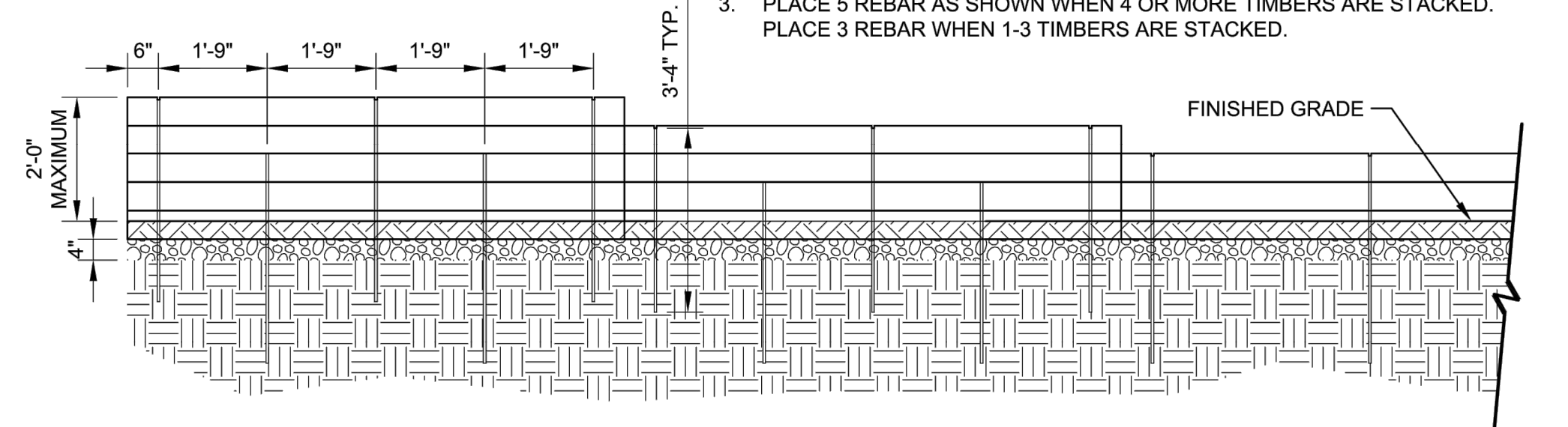
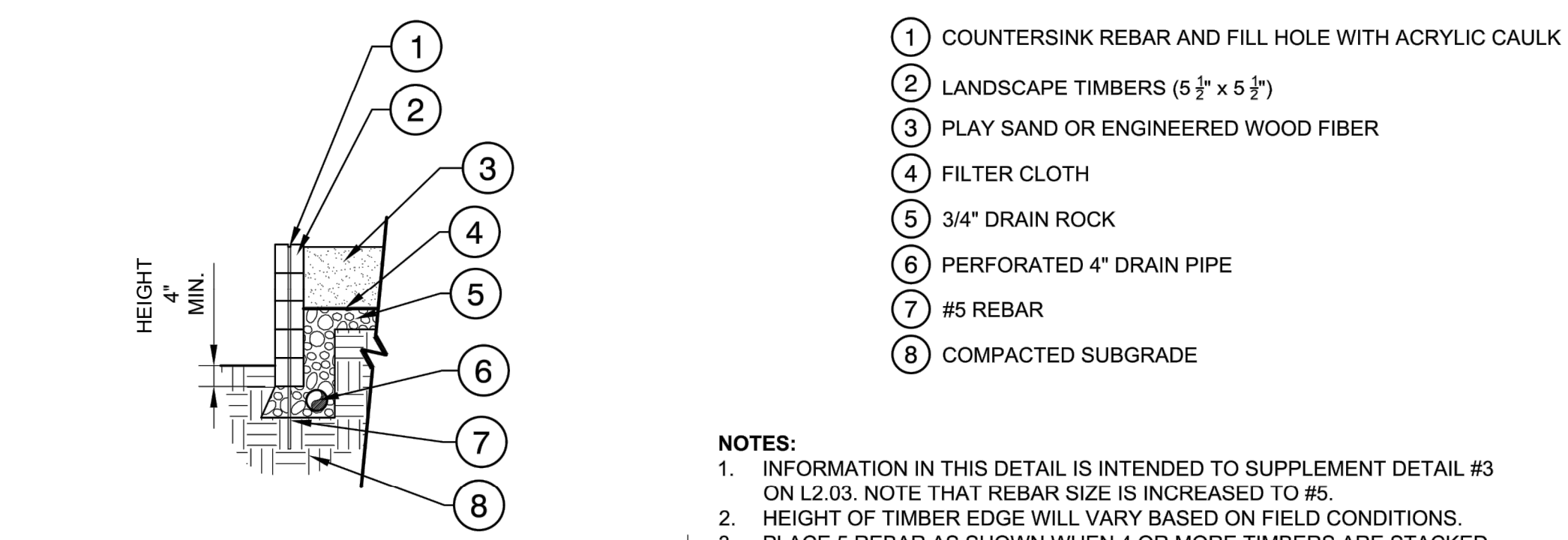
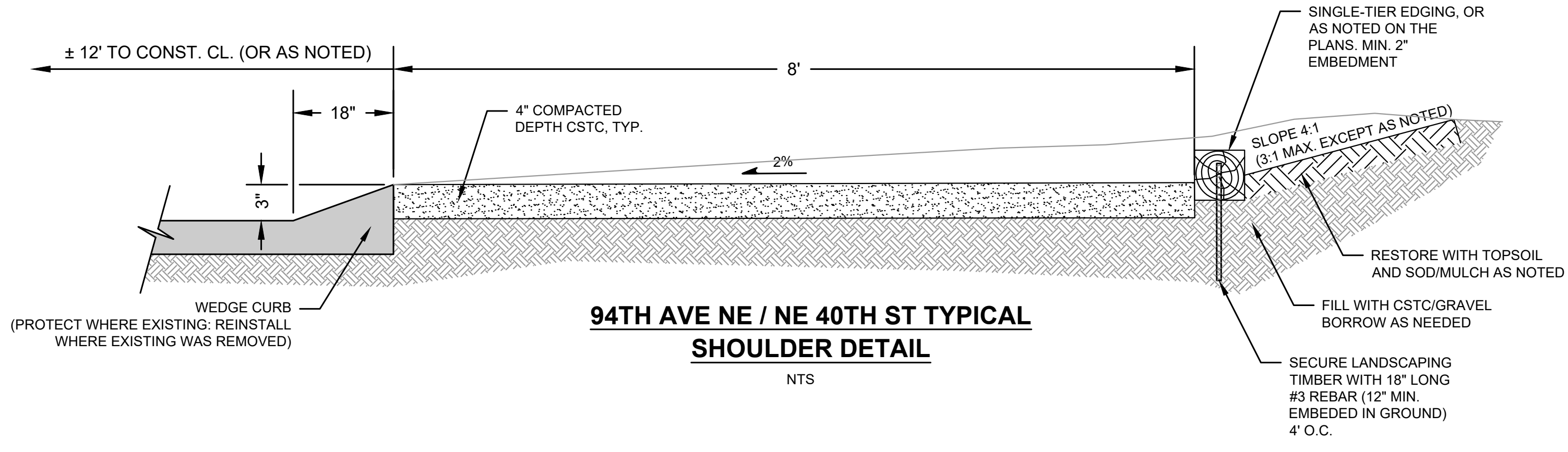
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 ISSUE DATE: AUG 2023
 APPROVED BY: KWB
 CHECKED BY: KWB
 DRAWN BY: CJB
 DESIGNER: CJB
 G & O JOB NO.: 23445
 FILE: DETAILS.DWG



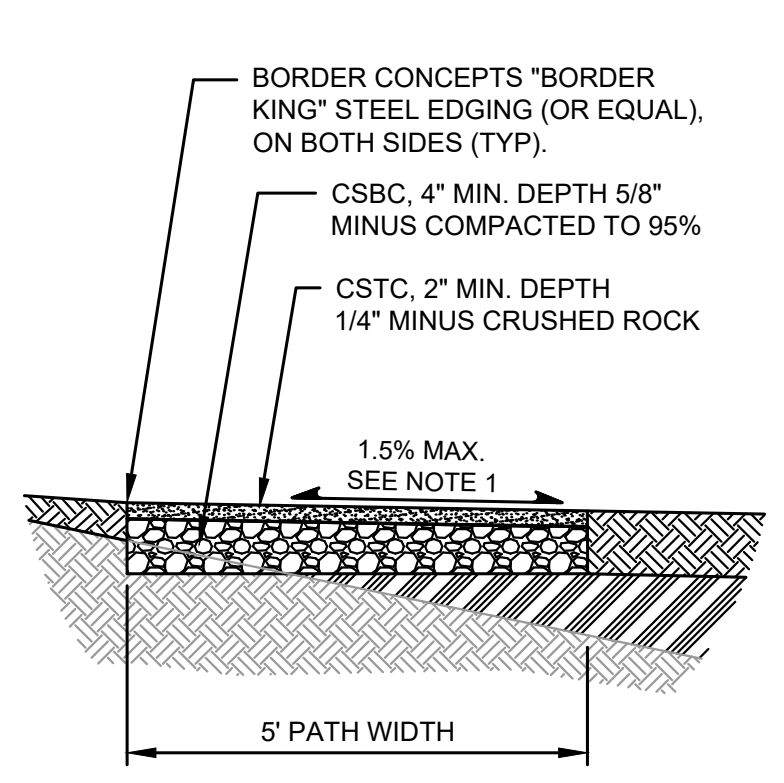
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CONSTRUCTION DETAILS

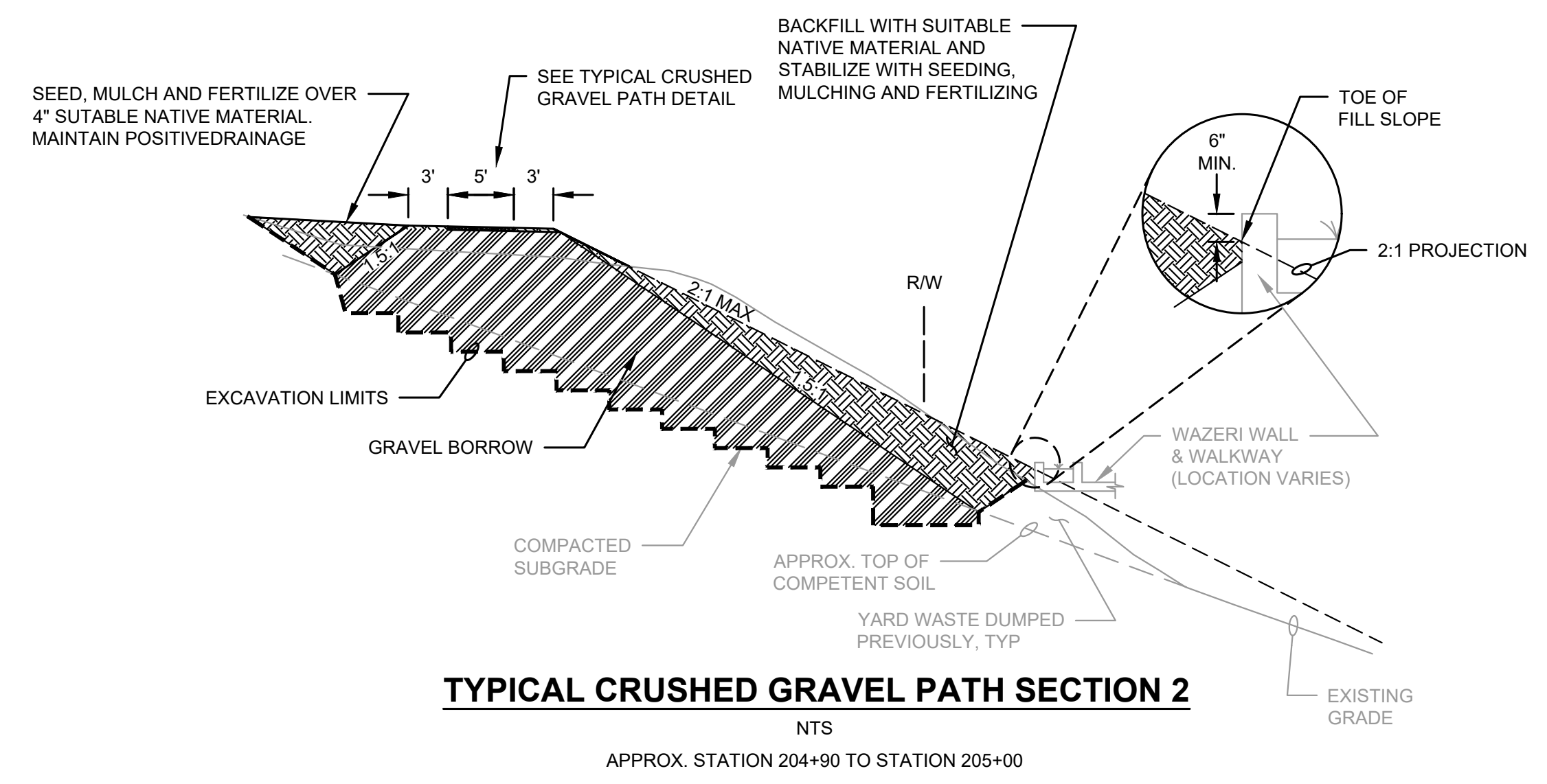
DRAWING: **34** OF: **38**



NOTES:
 1. TRANSITION SLOPE TO MAINTAIN POSITIVE DRAINAGE OFF THE PATH.
TYPICAL CRUSHED GRAVEL PATH SECTION 1
 NOT TO SCALE
 APPROX. STATION 204+33 TO STATION 204+90
 & APPROX. STATION 205+00 TO STATION 205+48



NOTES:
 1. TRANSITION SLOPE TO MAINTAIN POSITIVE DRAINAGE OFF THE PATH.
TYPICAL CRUSHED GRAVEL PATH DETAIL
 NOT TO SCALE



TYPICAL CRUSHED GRAVEL PATH SECTION 2
 NTS
 APPROX. STATION 204+90 TO STATION 205+00

APPROVAL FOR CONSTRUCTION
 BY: TOWN OF YARROW POINT
 DATE: MAY XX, 2023
 APPROVAL EXPIRES: MAY XX, 2024

M:\Yarrow Point\23445.00 Town Wide Storm and UGC\01 Design\PLANSET\CH\DETAILS.dwg, 9/21/2023, 4:42 PM, CHRIS BACON

TOWN OF YARROW POINT

TOWN WIDE STORMWATER AND UGC

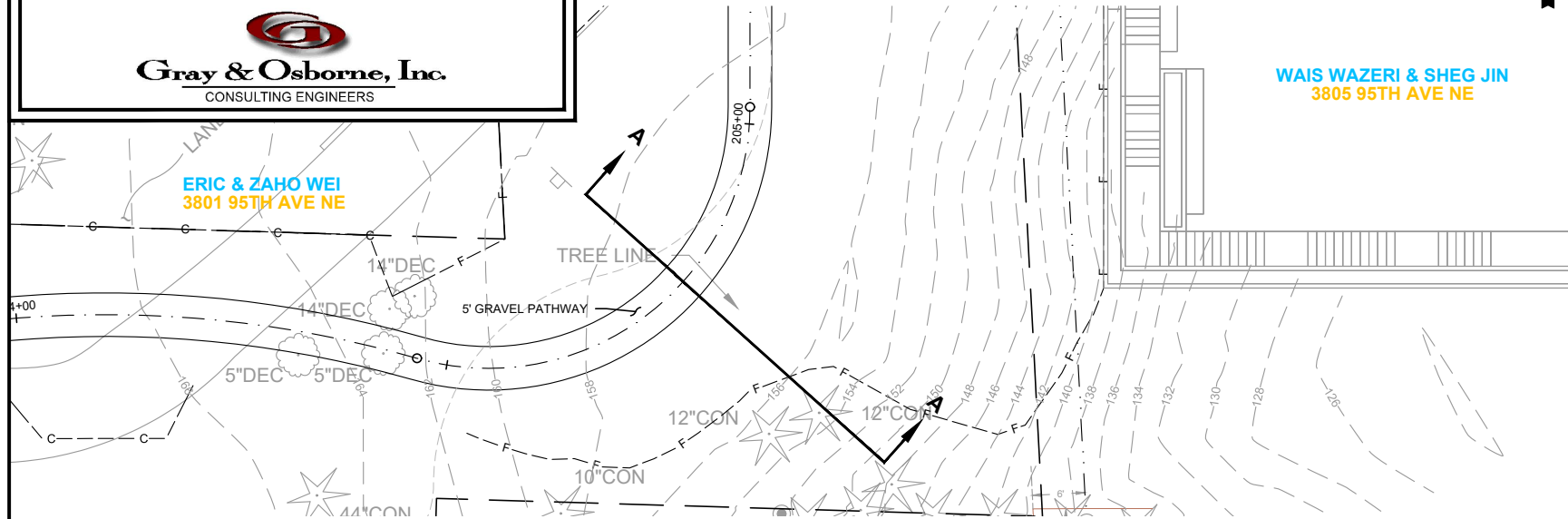
SALLY'S ALLEY HILLSIDE NEAR 3805 95TH AVE



ONE INCH AT FULL SCALE. IF NOT, SCALE ACCORDINGLY

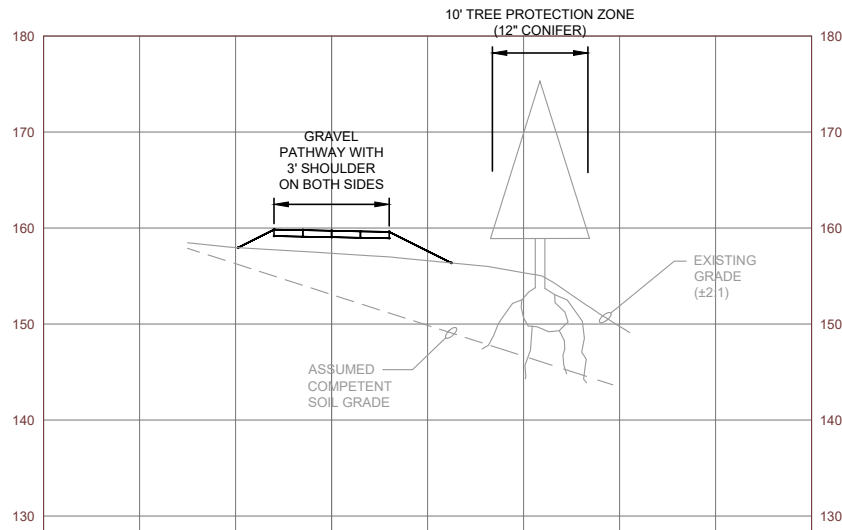


SCALE: 1"=10'



NOTES:

1. 1.5:1 SLOPE CAN BE ACHIEVED WITH JUST GRAVEL BACKFILL, BUT ANY TOPSOIL WOULD NOT BE STABLE AT THAT SLOPE WITHOUT ADDITIONAL SLOPE TREATMENTS (SUCH AS A GEOTEXTILE REINFORCED SLOPE).
2. REMOVING ALL LOOSE SOIL (YARD WASTE) BELOW THE TRAIL AND RESTORING WITH CRUSHED ROCK MAY BE DONE IN LIEU OF CREATING A 2:1 CUT SLOPE.
3. TO INSTALL A 1.5:1 SLOPE, CRUSHED ROCK WILL BE OVER-BUILDING THE SLOPE, COMPACTING, AND THEN CUTTING BACK TO THE DESIGN SLOPE.



TOWN OF YARROW POINT

TOWN WIDE STORMWATER AND UGC

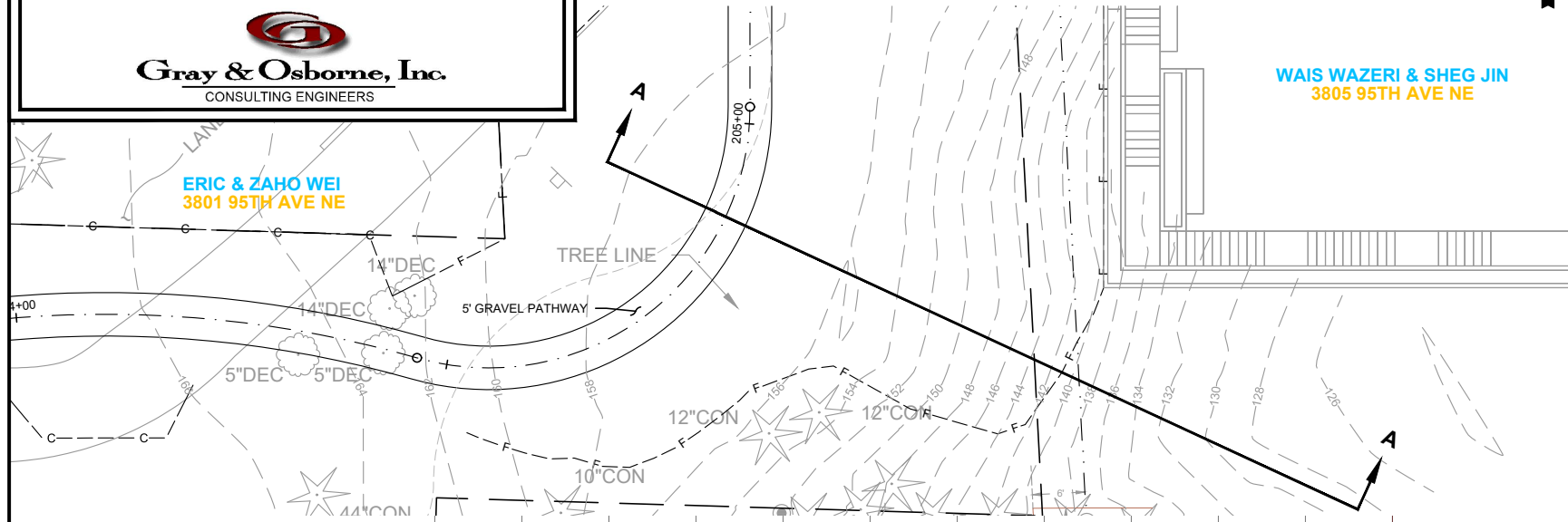
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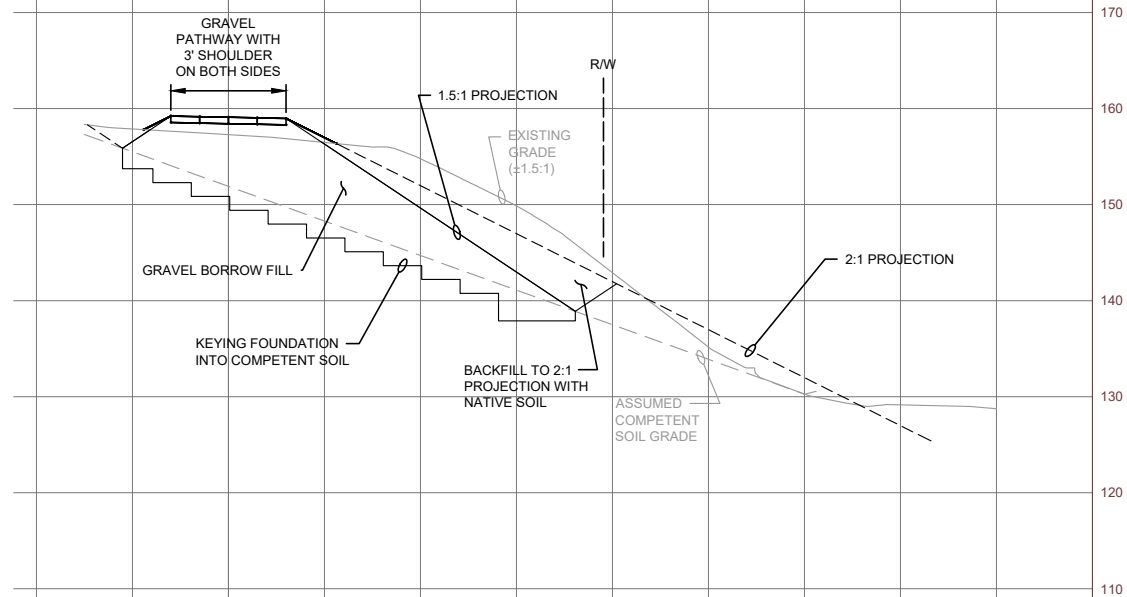


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TOWN OF YARROW POINT

TOWN WIDE STORMWATER AND UGC

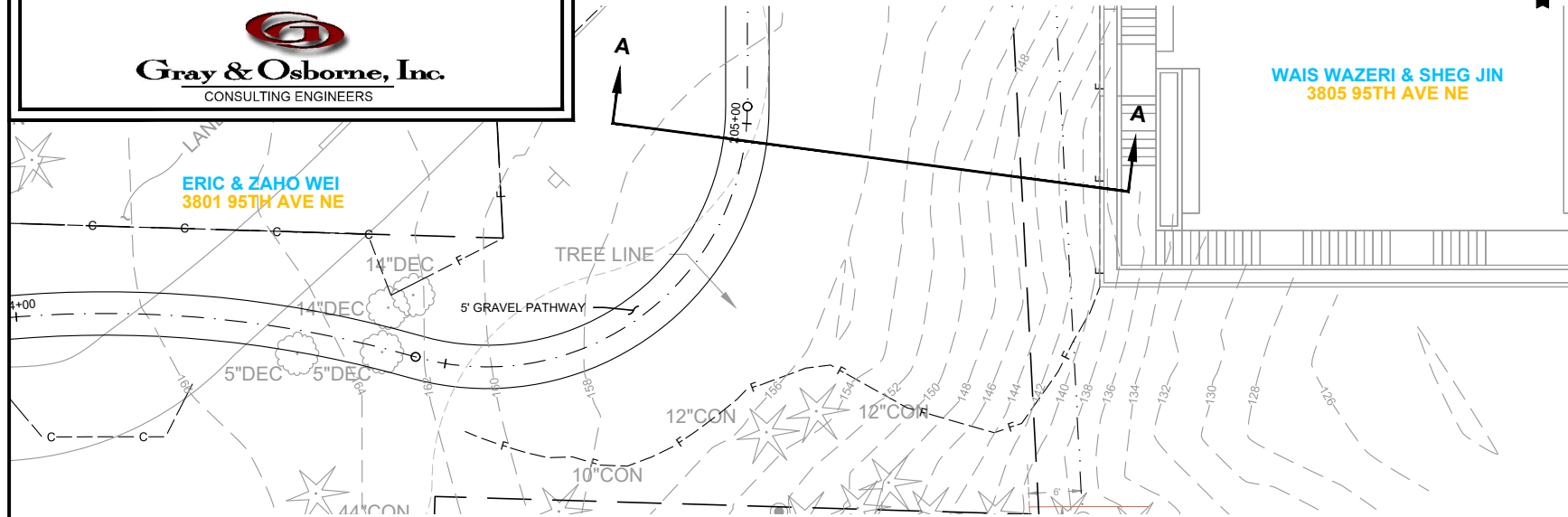
SALLY'S ALLEY HILLSIDE NEAR 3805 95TH AVE



ONE INCH AT FULL SCALE. IF NOT, SCALE ACCORDINGLY

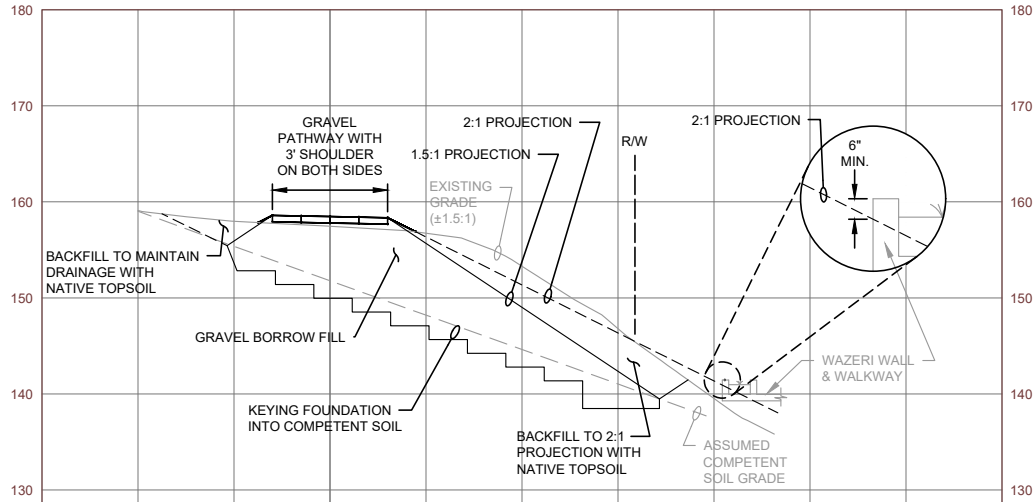


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SCHEDULE C: SALLY'S ALLEY

ITEM	ESTIMATED QUANTITY	UNIT	PRICE	AMOUNT
301 Minor Changes (1-04.4(1))	1	LS	\$ 2,000	\$ 2,000
302 Pedestrian Traffic Control (1-10.5(1))	1	LS	\$ 2,000	\$ 2,000
303 Clearing and Grubbing (2-01.5)	1	LS	\$ 10,000	\$ 10,000
304 Removing Asphalt Concrete Pavement (2-02.5)	180	SY	\$ 10	\$ 1,800
305 Excavation, Embankment and Grading, Incl. Haul (2-03.5)	280	CY	\$ 35	\$ 9,800
306 Unsuitable Foundation Excavation, Incl. Haul (2-03.5)	30	CY	\$ 60	\$ 1,800
307 Gravel Borrow, Incl. Haul (2-03.5)	600	TN	\$ 45	\$ 27,000
308 Locate Existing Utilities (2-09.5)	1	LS	\$ 2,000	\$ 2,000
309 Crushed Surfacing Base Course (4-04.5)	30	TN	\$ 45	\$ 1,350
310 Crushed Surfacing Top Course (4-04.5)	20	TN	\$ 50	\$ 1,000
311 Erosion Control and Water Pollution Prevention (8-01.5)	1	LS	\$ 3,000	\$ 3,000
312 Seeding, Fertilizing and Mulching (8-02.5)	1,100	SY	\$ 10	\$ 11,000
313 Steel Edging (8-02.5)	700	LF	\$ 10	\$ 7,000
314 Property Restoration (8-02.5)	1	FA	\$ 5,000	\$ 5,000
315 Temporary 6 Ft. Fence (8-12.5)	250	LF	\$ 5	\$ 1,250
316 Permenant Signing (8-21.5)	1	LS	\$ 1,000	\$ 1,000
Estimated Construction Cost				\$ 87,000
Sales Tax (10.2%)				\$ 8,874
Contingency (10%)				\$ 8,700
TOTAL ESTIMATED CONSTRUCTION COST (ROUNDED)				\$ 104,600