

Park Board Chairperson: Krista Fleming

Members: Amy Pellegrini, Dicker Cahill, Carolyn Whittlesey, Robert Afzal, Nancy Daltas

Mayor: Katy Kinney Harris

Town Attorney: Emily Romanenko

Clerk-Treasurer: Bonnie Ritter

Deputy Clerk: Austen Wilcox

Meeting Participation

Members of the public may participate in person at Town Hall or by phone/online. Individuals wishing to 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 3:30 PM on the day of the Park Board meeting. Please 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 you are called on to speak. Speakers will be allotted 3 minutes for comments. Please state your name and whether you are a Yarrow Point resident (and address if you wish). You will be asked to conclude your remarks when you reach the 3-minute limit. Park Board Members will not respond directly at the meeting or have a back-and-forth exchange during the Public Comment period, but they may ask staff to research and report back on an issue.

Join on computer, mobile app, or phone

1-253-205-0468

Meeting ID: 851 5583 8458 #

<https://us02web.zoom.us/j/85155838458>

1. **CALL TO ORDER:** Park Board Chairperson, Krista Fleming

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Park Board Members, Amy Pellegrini, Dicker Cahill, Carolyn Whittlesey, Robert Afzal, Nancy Daltas

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

5. **MINUTES**

- March 26, 2024 Regular Park Board Meeting

6. **STAFF REPORTS**

7. **APPEARANCES/PUBLIC COMMENT**

If you call in via telephone, please unmute yourself by dialing *6 when you are called on 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. *Park Board Members will not respond directly at the meeting or have a back-and-forth exchange, but they may ask staff to research and report back on an issue.*

8. **REGULAR BUSINESS**

8.1 – Summary of Clean Up Day

8.2 – Town Entry

8.3 – Rock Commemorative Garden Ideas + Bench on 92nd Ave NE

9. **ADJOURNMENT**

**TOWN OF YARROW POINT
TOWN PARK BOARD REGULAR MEETING
March 26, 2024
7:00 p.m.**

The Town Park Board of the Town of Yarrow Point, Washington met in special session on Tuesday, March 26, 2024, at 7:00 p.m. in the Council Chambers of Town Hall.

PARK BOARD PRESENT: Chair Krista Fleming, Park Board Members, Dicker Cahill, Nancy Daltas, Carolyn Whittlesey, Amy Pellegrini, and Robert Afzal.

STAFF PRESENT: Deputy Clerk Austen Wilcox

1. CALL TO ORDER

Chair Fleming called the Park Board meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

MOTION: Motion by Park Board Member Afzal, seconded by Park Board Chair Whittlesey to approve the agenda as presented

VOTE: 6 for, 0 against. Motion carried.

5. APPROVAL OF THE MINUTES:

MOTION: Motion by Park Board Member Cahill, seconded by Park Board Member Afzal to approve the February 21, 2024, special minutes as presented.

VOTE: 6 for, 0 against. Motion carried.

6. STAFF REPORTS

Staff reports were included in regular business.

6. APPEARENCES/PUBLIC COMMENT

No comments.

8. REGULAR BUSINESS

8.1 – Sally’s Alley East End

Chair Fleming discussed the project scope of the east end of Sally’s Alley. The Park Board reviewed the motions made by Council relating to Sally’s Alley at the March 12 regular Council meeting.

The Park Board discussed the slope and trees adjacent to property 3806 95th Ave NE.

Chair Fleming discussed ferns that were donated to the Town. She thanked resident Jim Bugbee for his work transplanting the ferns.

A new water meter will be installed adjacent to Sally’s Alley.

Park Board Member Cahill will research hydroseeding for driveway at west end of Sally’s Alley.

Park Board Member Fleming provided an update on the six trees that were previously removed on the east

end of Sally's Alley abutting property 3806 95th Ave NE, stating that six trees are required to be replanted.

8.2 – Town Entry

Park Board Member Daltas discussed boundary lines between Town property and WSDOT property. She shared photos and a map outlining the areas around Points Drive NE and the Yarrow Point sign in this location that need safety and landscape improvements.

The Park Board discussed the following:

- Update the sign on Points Drive and match it to the one on at the entrance on 92nd Ave NE;
- Relandscaping area where Yarrow Point sign is located on Points Drive NE;
- Install a flashing crosswalk sign for Points Drive NE crosswalk;
- Deferred maintenance relating to landscaping and trees;
- Sidewalk along Points Drive NE is too narrow for two people to walk alongside each other. Trimming hedges per the code standard would help. Requesting that property owners trim their vegetation encroaching into the Town's right of way needs to be communicated.
- Discussed gathering signatures for a petition to present to Council for pedestrian safety concerns on Points Drive NE; and
- Creating a plan to present to Council.

Park Board Member Daltas will follow up with the Town Engineer to clarify boundary around the St. John's Wort.

Park Board Member Whittlesey will discuss with JGM Landscape Architects improvement options around the Yarrow Point sign on Points Drive NE.

Have Town Arborist provide a tree status report within the areas the Park Board would like to improve around Points Drive NE.

8.3 – April 21st Cleanup Day Planning

The Park Board discussed the upcoming cleanup day on April 21st at starting at 9am.

- Wood chips for placement for playground – 6 yards;
- Mulch at road end beach;
- Pressure wash stairs at Road End Beach;
- Weed garden beds and leaf clean up on sidewalks; and
- Mulch for Sally's Alley - 1 yard.

Park Board Member Pellegrini left at 8:08 PM.

8.4 – Dedication Options

The Park Board reviewed a printout example of Vail Memorial Park as a template to dedicate significant Yarrow Point residents through rock memorials.

9. ADJOURNMENT:

Motion by Park Board Member Cahill, seconded by Park Board Member Afzal to adjourn the meeting at 8:18 p.m. All voted in favor. Motion carried.

VOTE: 5 for, 0 against. Motion carried.

Chair, Krista Fleming

Attest: Austen Wilcox, Deputy Clerk



April 3, 2024

Town of Yarrow Point

Yarrow Point, WA

RE: Entry Sign Planting – Scope of Work

JGM has provided the Town of Yarrow Point professional design services for several projects including Road End Beach, Town Entry Sign, Entry Roadside Improvements and Sally’s Alley improvements.

JGM proposes to provide the following professional landscape architectural design services:

1. Prepare Planting Plan sheet of entry sign planting areas for Town review, comments, revisions and as appropriate for contractor bidding purposes.

Confirmations:

1. Construction review services are not part of this scope of work.

Fee Proposal:

JGM proposes to provide the planting design and drafting services described in the Scope of Services above on a time and materials basis to a maximum fee of \$450.00.

An hourly rate schedule for any additional work requested is attached for your information. If this proposal is acceptable, please sign, date, and return a copy to us. Your signed approval will serve as our notice-to-proceed. Please call us if you have any questions regarding this matter. Thank you!

Sincerely Yours,
JGM Landscape Architects
Craig Lewis, PLA, ASLA

Approved By:

Date:

April 3, 2024

RE: Entry Sign Planting – Scope of Work

2024 Standard Hourly Rates

Our hourly rates are as follows:

Principal / landscape architect - \$140 / hour

Designer / drafting - \$90 / hour

Clerical / bookkeeping - \$75 / hour

Reimbursable expenses include travel mileage billed at \$.50 per mile, reprographics and delivery costs billed at cost, plus 15%.

Our previous work experience can be reviewed on our web site at: www.jgm-inc.com , or at our Facebook page at JGM Landscape Architects, Inc.

Limits of Professional Liability

This paragraph relates only to the Consultant's professional liability. The Consultant performs professional services with that degree of care and skill ordinarily exercised under similar circumstances by members of its profession. No warranty, expressed or implied, is made or intended by the Consultant's proposals of consulting services, the furnishing of oral or written reports, or the monitoring of construction work. However, should the Consultant or any of their professional employees be found to have been negligent in the performance of services to the standard of care of the profession, the Owner agrees that the maximum aggregate amount of recovery against the Consultant or their employees for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes including attorney's fees and costs and expert witness fees and costs, shall be limited to the Consultant's fee for the services provided under this contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

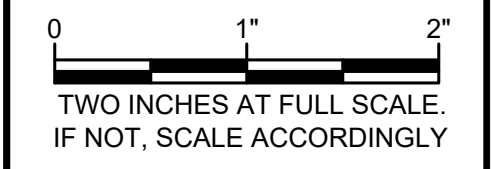


TOWN OF
YARROW POINT

TOWN WIDE
**STORMWATER AND
UGC PROJECT**

No.	DATE	REVISION

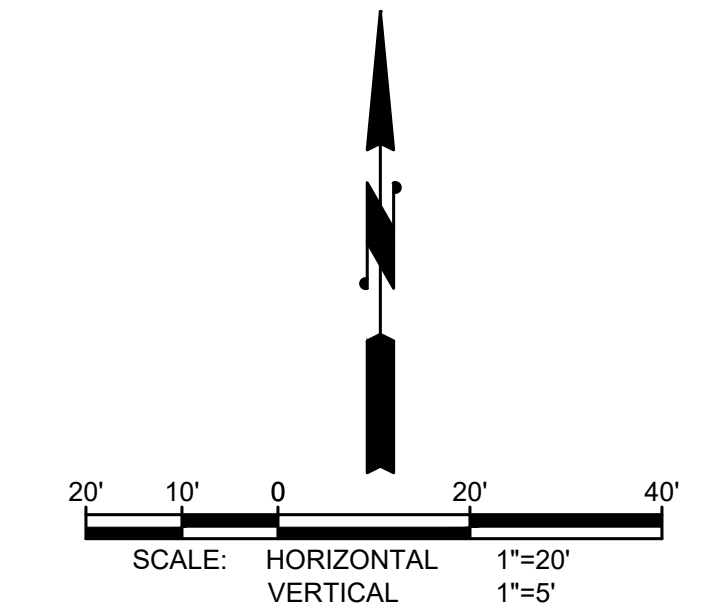
ISSUED FOR:	BID PLAN SET
ISSUE DATE:	JAN 2024
APPROVED BY:	KWB
CHECKED BY:	KWB
DRAWN BY:	CJB
DESIGNER:	CJB
G & O JOB NO.:	23445
FILE:	STORM P&P.DWG



CIVIL

**BID ADDITIVE - SALLYS
ALLEY PHASE 2
PLAN & PROFILE**

DRAWING: **36** OF: **40**

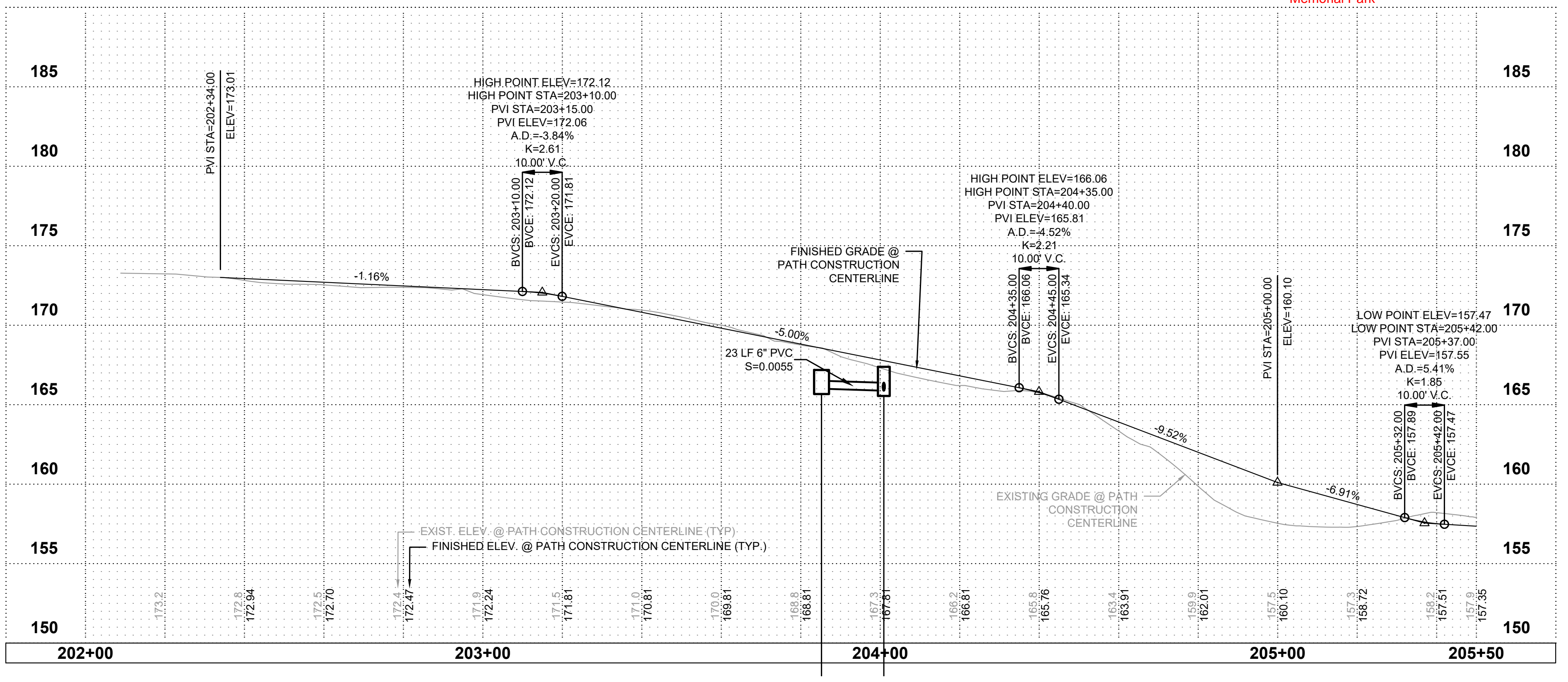
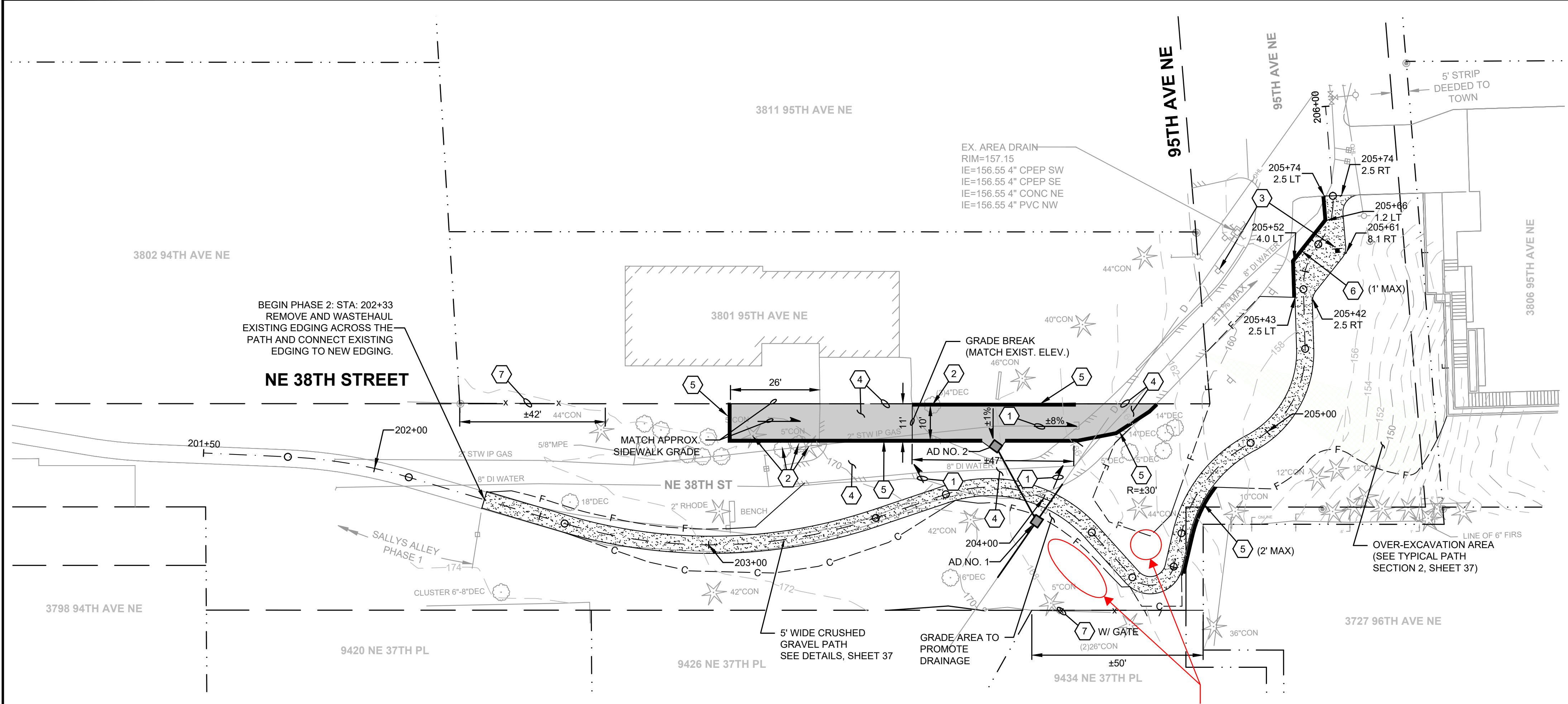


GENERAL NOTES

- RESTORE ALL DISTURBED SURFACES WITH SEEDING, FERTILIZING AND MULCHING OVER 4" SUITABLE NATIVE MATERIAL.
- CONTRACTOR SHALL MAINTAIN ACCESS 3801 95TH AVE NE AT ALL TIMES.
- CONTRACTOR SHALL NOT INSTALL STEEL EDGING WHERE THE TRAIL IS BORDERED BY TIMBER EDGING.
- PROTECT ALL TREES EXCEPT AS NOTED. CONTRACTOR SHALL NOTIFY CONTRACTING AGENCY PRIOR TO CUTTING ROOTS GREATER THAN 2" IN DIAMETER

CONSTRUCTION NOTES

- MAINTAIN CONSTANT GRADE.
- CLEAR AND GRUB EXISTING TREE.
- RELOCATE EXIST. SIGN. FURNISH AND INSTALL NEW POST, FOUNDATION AND HARDWARE IN-KIND. WASTEHAUL EXISTING POST AND FOUNDATION.
- SAWCUT AND REMOVE AND WASTEHAUL THE EXISTING ASPHALT (±2" DEPTH).
- INSTALL SINGLE TIMBER EDGING AT LIMITS OF ASPHALT. SEE DETAIL, SHEET 37.
- INSTALL STACKED TIMBER EDGING PER DETAIL, SHEET 37. (APPROX. HEIGHT NOTED.)
- INSTALL 6" WOOD FENCE PER DETAIL, SHEET 38.



**04/22/2024
Memorial Park Exhibit**

**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: JANUARY 2024
APPROVAL EXPIRES: JANUARY 2025



Dicker Cahill <dicker@realresidential.com>

Yarrow Pt. Trail

2 messages

bernie clites <artisticsandblastingnw@gmail.com>
To: dicker@realresidential.com

Tue, Apr 23, 2024 at 1:46 PM

Hi Dicker,

I'm sending a paver that was for Alaska Airlines so you can see the font. This paver is concrete, not nearly as nice as Pennsylvania BlueStone but it's 12" wide. This is the font I use for pavers. If the customer picks a different font, I charge extra. This font works and it doesn't give me grief like some do.

The background of my paver is the Penn. BlueStone 12x12. I think we just quoted Snohomish County \$13 each for these. I'm not in the middle of pricing. But, they paid for them and then decided to go with 4 text lines instead of 5, so I took them back and swapped them out.

Specs as of today:

- 1. 12x12 tumbled Pennsylvania BlueStone - customer pays Rock Mountain Products direct
- 2. I will pick them up from Rock Mountain Products if there is an order of at least 25 - otherwise its a \$75 pick up charge.
- 3. Your customers get 5 lines - max 21 characters / spaces per line.
- 4. IF there is 22 characters / spaces - I can scrunch it and it will work but its not an open option.
- 5. Cost: \$75 + tax = \$81 check or cash. Credit card charge is 3.5% extra.
- 6. Set up charge to get you in my system is \$75
- 7. All jobs are paid for prior to my cutting stencil and I do not do Rush Orders unless there is a darn good reason.

This should help you.

Bernie
Artistic Sandblasting NW
360-568-7729 shop land line
425-345-7729 cell

Handwritten notes:

- 12x12 \$ 12.60 + 75 \$ 860
- 12x18 \$ 18.90 + 75
- Rock (2 max) = \$ 100
- Pavers