Town Park Commission Special Meeting
Tuesday, November 23, 2026 @ 7:00 PM
Town Hall/Virtual
4030 95th Avenue NE
Yarrow Point, WA 98004

YARROW POINT

The Town of Yarrow Point is a resilient, caring community committed to sustainable development and preserving our unique neighborhood character, heritage, and natural resources. We endeavor to pass these values and traditions to future generations.

Planning Commission Chairperson: Carolyn Whittlesey
Commissioners: Chris Coburn, Nancy Daltas, Jim Bugbee, Robert Afzal
Deputy Clerk: Austen Wilcox

AGENDA

1. CALL TO ORDER

Meeting Participation Information: The Town of Yarrow Point Park Commission Meeting will be held in a hybrid format. Commissioners, staff, and members of the public may participate in Park Commission meetings both in-person and remotely.

In-Person:	*Dial-In via Telephone:*
Yarrow Point Town Hall	*1-253-215-8782*
4030 95th Avenue NE	*Meeting ID 867 9907 4259*
Yarrow Point, WA	*Passcode 716378*

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF/AMENDMENTS TO AGENDA

5. APPROVAL OF THE MINUTES
October 27, 2026, Regular Meeting

6. STAFF REPORTS

7. APPEARANCES/PUBLIC COMMENT (*Speakers will be allotted 3 minutes each)*

This is time for people to speak to the Town Park Commission on issues related to the Town of Yarrow Point. Commissioners will not respond or engage in dialogue, however, they may ask staff to research and report back on topics addressed.

For those attending in-person, please sign-in to speak on the listing provided in the Council Chambers. When invited to speak, please approach the podium, state your name, and address your topic.

*For those attending virtually, when invited to speak, please press *6 to unmute.*

AGENDA – Cont.

8. REGULAR BUSINESS

8.1 Plantings Along 92nd Ave NE

8.2 2027 Park Commission Preliminary Budget and Work Plan

8.3 2026 November Tree City USA Community Tree Planting Wrap Up

9. APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY)

This is a second opportunity for individuals to address the Town Park Commission; same parameters apply.

10. ADJOURNMENT

Next regular Town Park Commission Meeting: January 26, 2027 at 7:00 pm.

TOWN OF YARROW POINT
PARK COMMISSION MEETING MINUTES
October 27, 2026 | 7:00 PM

The Town Park Commission of the Town of Yarrow Point, Washington met in regular session on Tuesday, October 27, 2026, in the Council Chambers of Town Hall, 4030 95th Avenue NE.

PRESENT: Chairwoman Carolyn Whittlesey; Commissioners Robert Afzal, Nancy Daltas, Chris Coburn

ABSENT: Commissioners Nancy Daltas and Jim Bugbee

1. CALL TO ORDER
The meeting was called to order at approximately 7:00 PM.

2. PLEDGE OF ALLEGIANCE
Carolyn Whittlesey invited others to join her in the Pledge of Allegiance.

3. ROLL CALL

4. APPROVAL OF/AMENDMENTS TO AGENDA
MOTION: Motion by Chairwoman Whittlesey, seconded by Commissioner Afzal to approve the agenda as presented.
VOTE: 3 for, 0 against. Motion carried.

5. APPROVAL OF THE MINUTES from previous meeting at the next meeting
MOTION: Motion by Chairwoman Whittlesey, seconded by Commissioner Coburn to approve the September 21, 2026 special Park Commission minutes.
VOTE: 3 for, 0 against. Motion carried.

6. STAFF REPORTS

7. PUBLIC COMMENTS
None.

8. REGULAR BUSINESS

8.1 2027 Park Commission Preliminary Budget – Continued Discussion
Chairwoman Whittlesey provided a recap of the presentation two Commissioners provided regarding the proposed 2027 Park Commission budget at the October 13 Council meeting. They discussed the proposed projects and associated maintenance costs.

Chairwoman Whittlesey will discuss their budgeted costs with Mayor Harris prior to the next Park Commission meeting.

8.2 2026 Tree City USA Community Tree Planting in November – Continued Discussion
The Commission discussed planting a tree in the right of way intersection between 92nd Ave NE & 91st Ave NE where a recent Willow tree toppled on its own.

Chairwoman Whittlesey will provide a tree.

MOTION: Motion by Chairwoman Whittlesey, seconded by Commissioner Afzal to do the Tree City USA planting on November 13, 2026, at 4:00pm.
VOTE: 3 for, 0 against. Motion carried.

The Commission discussed changing their regular November meeting date to a special meeting date due to a scheduling confliction.

MOTION: Motion by Chairwoman Whittlesey, seconded by Commissioner Coburn to change the November Park Commission meeting date to Monday, November 23, 2026.
VOTE: 3 for, 0 against. Motion carried.

9. APPEARANCES/PUBLIC COMMENT (SECOND OPPORTUNITY)

None.

10. ADJOURNMENT

MOTION: Motion by Commission Afzal, seconded by Commissioner Coburn to adjourn meeting at 7:35 p.m.
VOTE: 3 for, 0 against. Motion carried.

_____
Carolyn Whittlesey, Chairwoman

_____
Attest: Austen Wilcox, Deputy Clerk

DRAFT

Plantings Along 92nd Ave NE	**Proposed Park Commission Action:** For Discussion

Presented by:	Chair, Carolyn Whittlesey
Exhibits:	N/A

Summary:
The Park Commission will continue discussion regarding plants and installation labor to enhance the currently bare areas along 92nd Avenue NE.

Recommended Action:
For discussion.

2027 Park Commission Preliminary Budget and Work Plan	**Proposed Park Commission Action:** Recommend approval to Council.

Presented by:	Chair, Carolyn Whittlesey
Exhibits:	

Summary:
The Park Commission will finalize their discussion on the 2027 Preliminarily Budget and Work Plan for Council's approval at their December 8, 2026 regular Council meeting.

Recommended Action:
Move to approve the 2027 Park Commission Preliminary Budget and Work Plan for Council's approval at their December 8, 2026, regular meeting.

2026 Tree City USA Community Tree Planting Wrap Up	**Proposed Park Commission Action:** For Discussion

Presented by:	Chair, Carolyn Whittlesey
Exhibits:	Photos from the November 13 tree planting

Summary:
The Commission held their annual Tree City USA tree planting on November 13 at 4:00pm at the right of way intersection of 92nd Ave NE and 91st Ave NE. The Commission will discuss a wrap up of the event.

Recommended Action:
For discussion.


91ST AVE NE

