

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: 897 9203 6005#

<https://us02web.zoom.us/j/89792036005>

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

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**

- October 24, 2023 Regular Park Board Meeting

8. **REGULAR BUSINESS**

8.1 – Budget Update

8.2 – Retirement and new Park Board Member Replacements

8.3 – Tree City USA Update

9. **EXECUTIVE SESSION (30 minutes)**

Executive Session with Town Attorney (Pursuant to RCW 42.30.110.(1)(i), the Park Board will recess into executive session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or

potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

10. ADJOURNMENT

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

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

1. CALL TO ORDER:

Chairwoman Krista Fleming called the regular meeting to order at 7:00 p.m.

PRESENT:

Chairman: John McGlenn
Commissioners: Doug Waddell – Excused absence
Dicker Cahill – Attended virtually
Carolyn Whittlesey
Krista Fleming
Robert Afzal

Staff: Austen Wilcox – Deputy Clerk
Stacia Schroeder – Engineer

Guests: Katy Harris – Mayor
Andy Valaas – Councilmember
Nancy Valaas – 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 McGlenn to approve the agenda as presented.

VOTE: 5 for, 0 against, motion carried.

5. STAFF REPORTS

Town Engineer Stacia Schroeder provided an update on the west end of Sally's Alley.

6. APPEARENCES/PUBLIC COMMENT

Councilmember Andy Valaas complimented the Park Board, Mayor and Town Engineer for their work on the west end of Sally's Alley. He voiced his support for the east end plans for Sally's Alley presented in August. He discussed the private driveways at the west and east ends of Sally's Alley, and the right of way access approvals should be treated equally for both properties.

7. APPROVAL OF THE MINUTES:

MOTION: Motion by Park Board Member Whittlesey, seconded by Park Board Member Afzal to approve the August 22, 2023 regular minutes as presented.
VOTE: 5 for, 0 against. Motion carried.

8. REGULAR BUSINESS:

8.1 Sally's Alley East End Updates

Park Board member Cahill suggests compacting the soil over the PROGrid material. Engineer Schroeder will discuss the suggestion with the contractor.

The Park Board discussed:

- Monitoring growth of new lawn; and
- Adding additional plantings on left side of the rocks;

The Park Board complimented the results of the project to date.

8.2 Sally's Alley East End Planning

The Park Board discussed and reviewed:

- ADA requirements;
- Building around the adjacent slope;
- Timber walls;
- Creating a meandering trail that offers a "forest like" experience;
- The Park Board reviewed photos taken from Sally's Alley;
- Adjacent driveway; and
- Landscaping.

Park Board members will review the site and attend the October 25 Open House for the NE 38th St/ NE 40th St/ 94th Ave NE underground project.

8.3 Park Board Budget

The Park Board discussed budget figures submitted to Council in August and Council's direction of legal fees to be tied to the Sally's Alley project.

The Park Board discussed writing a statement to Council requesting that legal fees should not be tied to the Sally's Alley budget and funding to be taken away from the Town entrance.

8.4 Playground Maintenance

Additional wood chips and sand are needed including general maintenance around the playground.

Chairwoman Fleming will follow up with the Town Clerk-Treasurer regarding maintenance budget items.

The Park Board discussed distributing project tasks:

Park Board Members Afzal and Cahill – East end of Sally’s Alley
Park Board Member Whittlesey – Entrance

8.5 Town Entry Maintenance

The Park Board further discussed budgeting for the entrance around the Town entry.

8.6 Tree City USA Requirements

Deputy Clerk Wilcox discussed annual Tree City USA requirements. The Park Board will become more involved in the annual requirement process for the Town to remain a Tree City. They discussed fulfilling the annual tree planting requirement and location for the new tree.

9. ADJOURNMENT:

MOTION: Motion by Park Board Member Afzal, seconded by Park Board Member McGlenn to adjourn the meeting at 8:36 p.m.

VOTE: 5 for, 0 against. Motion carried.

APPROVED:

ATTEST:

Krista Fleming, Chairwoman

Austen Wilcox, Deputy Clerk