

**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. APPEARANCES/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 38<sup>th</sup> St/ NE 40<sup>th</sup> St/ 94<sup>th</sup> 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**

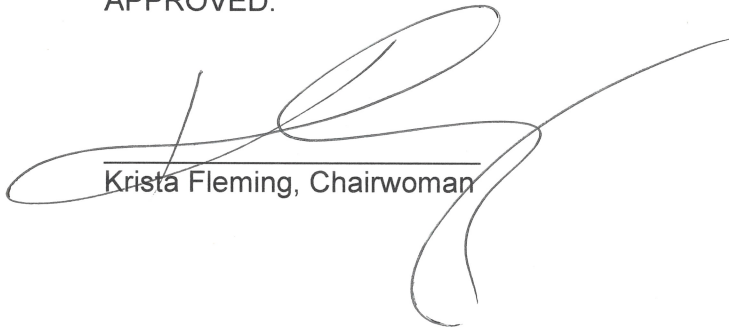
Deputy Clerk Wilcox discussed annual Tree City USA requirements. The Park Board will become more involved in the annual requirement process for the Town to remain a Tree City. They discussed fulfilling the annual tree planting requirement and location for the new tree.

**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:



Krista Fleming, Chairwoman

ATTEST:



Austen Wilcox, Deputy Clerk