

**CITY OF ISSAQUAH  
Cemetery Board**

6:30 PM  
August 5, 2021

Virtual Meeting.

**MINUTES**

Alternate Meeting Format: On March 6, 2020 the Mayor declared a civil emergency due to the outbreak of novel coronavirus (COVID-19). On March 24, 2020 the Governor issued Proclamation 20-28 relating to the COVID-19 emergency and open public meetings. The proclamation has been extended. Due to these factors, the meeting was held using a remote meeting platform.

**BOARD AND ADMINISTRATIVE PERSONNEL PRESENT**

*Board members:*

Randal Darst, Chair  
Cyndy Lipe  
Jean McMullan  
Barbara Wood

*Administration/Staff:*

Kirsten Chapman, Parks Operations Manager

Anthony Bolton, Excused Absence

**CALL TO ORDER**

The meeting was called to order at 6:36 PM.

**APPROVAL OF MINUTES**

- a) Minutes of May 13, 2021
- b) Minutes of July 1, 2021

The minutes were approved as presented.

**AUDIENCE COMMENTS**

No audience present.

**REPORTS / REQUESTS**

- a) **Cemetery Partner Report (I)**

*Presented by:*

*Allen Flintoft, Flintoft Representative*

Flintoft presented a proposal to open an additional section in Upper Hillside Cemetery Section 2, to provide 4 graves in a row.

- b) **Monthly Staff Inspection (I)**

*Presented by:*

*Matt Mechler, Parks Operations Supervisor*

c) **Monthly Budget Report (I)**

*Presented by:*

*Kirsten Chapman, Park Operations Manager*

**AGENDA ITEMS**a) **Open Public Meetings Act Training, (I)**

*Presented by:*

*Tina Eggers, Chief of Staff to the Mayor*

b) **Hillside Park Play Area Project Updates, (D)**

*Presented by:*

*Jennifer Fink, Park Planner and Project Administrator*

Fink provided presentation including the City's public outreach results and an update on the wetland at Hillside Park.

Chairperson Darst discussed access to the park through the cemetery.

c) **Review 2021 Maintenance and Project List, (D)**

*Presented by:*

*Kirsten Chapman, Park Operations Manager*

*Matt Mechler, Park Operation Supervisor*

Mechler to follow up with Public Works about asphalt repairs.

**OTHER BUSINESS / ANNOUNCEMENTS**

**The next Board meeting is scheduled for September 2<sup>nd</sup> at 6:30 p.m. via Webex.**

**ADJOURNMENT**

The meeting was adjourned at 7:55 PM.