



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Hybrid - Virtual/In-Person  
Medina City Hall - Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, July 15, 2024 – 5:00 PM**

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### MINUTES

#### **1. CALL TO ORDER / ROLL CALL**

Chair Barbara Moe called the Park Board meeting to order at 5:00 PM.

##### **PRESENT**

Board Chair Barbara Moe  
Board Vice Chair Katie Surbeck  
Board Member Collette McMullen  
Board Member Gretchen Stengel  
Board Member India Fitting-Koh  
Board Member Michelle Lei  
Board Member Mary Nelson  
Emeritus Member Penny Martin

##### **ABSENT**

Board Member Dana Brekke

##### **STAFF**

Osada, Crickmore, Nations, Burns, Sass

#### **2. ANNOUNCEMENTS**

##### **2.1 Introduce New Park Board Members**

Board Chair, Barbara Moe welcomed the new board members Dana Brekke Position No. 2, Michelle Lei Position No. 6 and Mary Nelson Alternate No. 1. Chair Moe gave an overview of how this new position was created. The Personnel Committee along with Park Board Leadership presented an amendment to the Medina Municipal Code Section 2.24.020 related to the Parks and Recreation Board Membership, adding two alternate membership positions. Ordinance No. 1029 was adopted on July 8<sup>th</sup>. The additional alternate position will add to discussions and will become a voting member in the absence of a voting board member. We are excited to welcome our newest members.

Unfortunately, Dana is out of the country and unable to attend tonight. Mary Nelson and Michelle Lei addressed the board about themselves and stated they are very excited to be part of the Park Board.

#### **3. APPROVAL OF PARK BOARD MINUTES**

- 3.1 Adopt Meeting Minutes of May 20, 2024  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Deputy City Clerk

**ACTION:** Motion Surbeck Second Stegal Vote carried 6-0.

#### **4. PUBLIC COMMENT**

Chair Barbara Moe opened the public comment period. There were no speakers. Subsequently, the public comments was closed.

#### **5. PARK BOARD BUSINESS**

- 5.1 Christmas Ships- Contact Argosy Cruises for Date

Chair Moe announced she spoke with Argosy Cruises and the Christmas Ships arrival date will be Saturday, December 14, 2024. Ships will be arriving at 5:35 PM. The board discussed inviting the St. Thomas Choir back to sing. Chair Moe will reach out to them and report back in September. The board discussed asking Kitchen and Market to participate again. Further planning will take place at the September meeting.

- 5.2 Medina Day Pet Parade Event Update

Chair Moe discussed the Medina Days event that the board members chose; the Park Board community members will be hosting a Pet Parade after the main Medina Days parade and carnival on Saturday, August 10, 2024 at Medina Park. Board members that can participate were asked to arrive at 9am to help with set-up. The theme is Pet Olympics and there will be an agility course set up. The Medina Police officers were asked to be judges for the event for community outreach. Chair Moe created a flyer for distribution and will work with public works to get sign boards distributed.

- 5.3 Park Project Updates by Ryan Osada, Public Works Director

Public Works Direction Ryan Osada gave a brief update on Fairweather Nature Preserve. The city has hired a company that provides goats that will eat/remove invasive species (ivy, blackberries). This will be an ongoing maintenance project over 4 years. The goats will arrive on August 27th for 16 days. The goats will be in a controlled fenced area with a herder on-site. Board members asked questions and staff responded. Signage will go up regarding the details of this project.

The Medina Pond restoration project is in the process of getting the permits from the Department of Fish and Wildlife and then it will bid. PW is hoping this can be done this winter.

- 5.4 Park Board Work Plan Discussion  
**Recommendation:** Discussion and direction.  
**Staff Contact:** Stephen R. Burns, City Manager

Board Chair Barbara Moe welcomed Mayor Jessica Rossman and Deputy Mayor Randy Reeves.

Mayor Rosman addressed the Park Board members and thanked the board for their past contributions. She discussed the importance of the Park Board members and Parks in Medina. A Park Board Work plan has been drafted to aid in this working relationship with staff, Park Board and City Council. This plan will allow the Park Board members to give their input on what projects and topics they would like to see addressed and for the council to share their vision as well.

Deputy Mayor Reeves addressed the board members regarding how the workplan can be an important tool and how the boards input is important part.

As a medina resident Mr. Reeves spoke regarding the importance of being purposeful with addressing the invasive plants in Fairweather Nature Preserve to preserve the native species with the goat project.

City Manager Steve Burns presented the draft Park Board work plan to the board members. He gave a brief overview of how the plan was drafted by city staff, council and Park Board leadership. Each of the 9 items on the work plan were discussed. Board Members asked questions/gave input and staff responded. It was discussed to make subcommittees for some of the work plan items to address concerns regarding certain topics. City Manager Burns discussed with the Board how they are an advisory board to the council and the board members' input is greatly appreciated. The revised draft work plan will be brought back to the Park Board on September 16, 2024, Park Board meeting for further discussion and/or adoption.

**6. OTHER BUSINESS**

None.

**7. PARK REPORTS**

**Fairweather & Lid** - Board member Stengel reported she has done weeding. Board member Martin reported more work needs to be done.

**Points Loop Trail** Chair Moe reported there is a branch down. Board member Surbeck asked about the burn marks on the dock. Public Works Supervisor Pat Crickmore reported this has been repaired.

**Lake Lane** – Board member McMullen reported abandoned bike that was removed from the lake.

**Medina Beach Park** - Board member Martin reported looks great. Board Member Stengel reported the gardens look great.

**Medina Park** - Board member Martin asked about the lily pads. Public Works Director Osada reported this will be addressed during the pond improvement project. The paths look great. Board member Stengel reported there is graffiti in the west bathroom. Board member Moe asked about the tennis courts resurfacing. Public Works Director Osada reported this a capital improvement with park funds. This will be completed once it goes out for bid this year. Board member Stengel asked about bocce ball court. PW reported a resident donated funds to re-do the bocce ball court. PW staff has completed the improvements.

**Viewpoint Park** – Board member Martin reported park looks great.

**8. ADJOURNMENT**

The meeting was adjourned at 6:05 PM.

Meeting minutes taken by Dawn Nations, Deputy City Clerk