MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, September 21, 2026 – 5:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

The Park Board meeting was called to order by Chair Katie Surbeck at 5:00pm.

PRESENT
Board Chair Katie Surbeck
Board Member India Fitting-Koh
Board Member Gretchen Stengel
Board Member Mary Nelson
Emeritus Member Penny Martin

ABSENT
Board Member Barbara Moe
Board Member Dana Brekke
Board Member Michelle Lei
Board Vice-Chair Collette McMullen

STAFF
Nations, Osada, Crickmore, Swanson, Glenn

2. ANNOUNCEMENTS

None.

3. APPROVAL OF PARK BOARD MINUTES

3.1 Park Board Minutes of July 20, 2026
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

ACTION: Motion made by Board Member Fitting-Koh, Seconded by Board Member Nelson and carried by 4:0 vote; the board adopted the meeting minutes as presented.

4. PUBLIC COMMENT

Chair Surbeck opened the public comment period. There were no comments; public comments was closed.

5. PARK BOARD BUSINESS

5.1 Park Enhancement and Memorial Donation Policy
Recommendation: Discussion and recommendation to council.
Staff Contacts: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director, gave a brief overview of the changes to the draft policy that was presented to council on July 27th for review and discussion. The policy title changed to Park Enhancement and Donation Policy; the word memorial was removed. He stated the policy will be combined with the monetary donation policy resolution. The City Attorney will review this draft policy and combine the two policies into one updated resolution. There was discussion about the phasing out of physical plagues when they are beyond repair, they will be pulled and returned to the owner. The recognition language for the website was clarified to include people and pets. We are moving away from the memorial park concept. The Park Enhancement and Donation website page will have a form on how to donate. The webpage will have a list of items needed for parks or the city. The park board will assist in developing the list of needs for the parks and location. The page will list of donors who donate $250 and above. The board discussed reviewing the policy after one year to update the policy if needed based on the data received. The Park Board reviewed the new draft policy and directed staff to present the policy to council for possible adoption at a future council meeting. The board asked for a Medina Parks and Recreation printed tablecloth for an information table to have at events to bring attention to residents on how they can get involved with events and activities.

5.2 Fall Planting/Cleanup Discussion

The board discussed and decided to have a fall cleanup day on October 26th at 8:30am at Fairweather Park. They will focus their attention on trash pickup. Board Chair Surbeck presented the idea of having an Annual Medina Spring Cleanup Day. This would be on the same weekend each year with a sign to be put up to notify the residents. Further discussion at the November meeting.

5.3 Christmas Ships Event Planning

Chair Surbeck will follow up with Argosy regarding the Christmas Ship date. The board discussed being more environmentally friendly instead of the necklaces. It was discussed having a canned food drive or book exchange. More event discussion and finalized details will take place at the November 17th meeting.

6. PARK BOARD ROUNDTABLE

Questions or Concerns of the Board

Board member Nelson asked Public Works about the lily pads at Medina Park and staff responded.

7. PARK REPORTS

Fairweather - Koh reported the field looks good. Public works reported a cottonwood tree fall and was removed. The bike trail is of concern for pedestrians and vehicles. City Manager Swanson is talking with WSDOT to come up with a plan to improve this situation.
Points Loop Trail – Surbeck reported looks great
Lake Lane dock – Public Works reported the dock repair is complete. Public Works Director reported the paving project is not complete.
Medina Beach Park- looks good.
Medina Park - Nelson reported looks good.
Viewpoint Park - PW reported needs work.

8. ADJOURNMENT

Next Park Board Meeting: **Tuesday, November 17, 2026,** at 5:00 PM.

By consensus, the meeting was adjourned at 5:55 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk