MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, July 20, 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 Member Barbara Moe
Board Chair Katie Surbeck
Board Member Dana Brekke (on-line)
Board Member India Fitting-Koh
Board Vice-Chair Collette McMullen
Board Member Mary Nelson

ABSENT
Board Member Gretchen Stengel
Board Member Michelle Lei

STAFF
Nations, Osada, Crickmore, Swanson

2. ANNOUNCEMENTS

Osada gave update the permit was received for Lake Lane Dock repair is out for bid.

3. APPROVAL OF PARK BOARD MINUTES

ACTION: Motion made by Board Member Moe, Seconded by Vice-Chair McMullen and carried by 6:0 vote; the board adopted the meeting minutes as presented.

3.1 Park Board Minutes of June 15, 2026
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

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 Maintenance Update
Recommendation: Update only.
Staff Contacts: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director and Pat Crickmore, Public Works Supervisor gave a brief update on park maintenance timeline based on direction given by Council. The 5 corners area by Medina Park has been weeded and mulched. Medina Beach Park will be next to get weeded and mulched before Medina Day on August 9th. Public Works has been focusing on ROW and sidewalk cleaning this caused the crew to fall behind on Park maintenance. This update was brought forward by board members who are receiving inquiries from residents regarding the timelines. Staff directed board members to direct questions Ryan Osada, and the webpage has been updated to contact Ryan Osada with any park questions.

5.2 Park Enhancement and Memorial Donation Policy
Recommendation: Discussion and direction.
Staff Contacts: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director, gave a brief overview of the changes to the draft policy that were discussed at the June 15th meeting. Osada gave an overview of Resolution No. 461 Donation Acceptance Policy. The board members discussed the overall vision of what the policy should include. Board members suggested the following additions and clarifications: include the annual list of eligible enhancements, operational considerations, maintenance capabilities and public interest. Clarify that the existing plaques and structures maintenance will be phased out. Monetary donations will be unrestricted. The recognition of donors remains on the Friends of Medina Park webpage the threshold is a minimum of $250 donation and 10-year threshold for recognition. The webpage will be reevaluated after one year to see if we need to make any changes. This draft will be presented to council on July 27th for discussion.

Acting City Clerk Nations informed the Board members that council would be meeting in a study session on July 27th and council extended the invitation to Park Board members to attend the study session if they are available.

Osada will bring an updated draft policy to the Park Board for final park board discussion at the September 21st meeting.

6. PARK BOARD ROUNDTABLE

Questions or Concerns of the Board

Chair Surbeck reminded members to be thinking of leaderships roles for next year.

7. PARK REPORTS

Fairweather – McMullen reported the native plants are surviving.
Points Loop Trail – Surbeck reported looks great.
Lake Lane – Osada reported the dock is closed due to fire damage and working on getting bids for repair. The closure was noticed to residents and reported there is fencing to keep people off the dock.
Medina Beach Park – Reported looks great.

Medina Park – PW reported the lily pads are an ongoing maintenance issue. The fountains were removed for repair. The dredging process is a very involved permitting process.
Viewpoint Park – McMullen reported looks good.

8. ADJOURNMENT

Next Park Board Meeting: September 21, 2026, at 5:00 PM.

By consensus, the meeting was adjourned at 5:36 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk