



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, January 21, 2025 – 5:00 PM

AGENDA

BOARD CHAIR | Barbara Moe

BOARD VICE-CHAIR | Katie Surbeck

BOARD MEMBERS | Dana Brekke, India Fitting-Koh, Michelle Lei, Collette McMullen, Mary Nelson, Gretchen Stengel

EMERITUS MEMBER | Penny Martin

STAFF LIAISON | Ryan Osada, Public Works Director

Hybrid Meeting Participation

The Medina Park Board has moved to hybrid meetings, offering both in-person and online meeting participation. In accordance with the direction from Governor Inslee, masking and social distancing will be optional for those participating in person. Individuals wishing to speak live during the Virtual Park Board meeting will need to register their request with the Deputy City Clerk at 425.233.6410 or email dnations@medina-wa.gov and leave a message before 2PM on the day of the Park Board meeting. Please reference Public Comments for Park Board Meeting on your correspondence. The Deputy City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/88663506697?pwd=N7U7YiyLIQVDMaiKMTxqId07vhFAvd.1>

Meeting ID: 886 6350 6697

Passcode: 768887

Dial by your location

- +1 253 215 8782 US (Tacoma)

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

2. **ELECTIONS**

2.1 Elections of Officers:

- a) Chair
- b) Vice Chair

3. **ANNOUNCEMENTS**

4. **APPROVAL OF PARK BOARD MINUTES**

4.1 Adopt Minutes of November 18, 2024

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Deputy City Clerk

5. **PUBLIC COMMENT**

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6. **PARK BOARD BUSINESS**

6.1 Christmas Ships Event Recap by Barbara Moe

6.2 2025 Meeting Calendar and Event Planning Discussion

1) Easter Egg Hunt Event

a) Saturday, April 12, 2025; or

b) Saturday, April 19, 2025.

2) Egg Stuffing Event - Date TBD

3) Friday, April 25, 2025 (10 AM)

4) Spring Clean-up Event - Date TBD

5) Medina Days Event - Pet Parade - Date TBD

6) Fall Bulb Planting Event - Date TBD

7) Christmas Ships Event - December Date TBD

6.3 Park Projects Update by Ryan Osada, Public Works Director

6.4 Park Report Assignments

7. **PARK BOARD ROUNDTABLE**

7.1 Questions or Concerns of the Board

8. **PARK REPORTS**

Fairweather & Lid

Points Loop Trail

Lake Lane

Medina Beach Park

Medina Park

Viewpoint Park

9. **ADJOURNMENT**

Next Park Board Meeting: March 17, 2025, at 5:00 PM.

ADDITIONAL INFORMATION

Parks and Recreation Board meetings are held on the 3rd Monday of the following months (January , March, May, July, September, November) at 5 PM, unless otherwise specified. The agenda items are accessible on the City's website at www.medina-wa.gov on Fridays prior to the Regular Parks and Recreation Board Meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

UPCOMING MEETINGS AND EVENTS

February 2025 - No Regular Meeting

Monday, March 17, 2025 - Regular Meeting (5:00 PM)

April 2025 - No Regular Meeting

April 2025 - Easter Egg Stuffing Event - Date TBD

Saturday, April 2025 - Easter Egg Hunt - Date TBD

Friday, April 25, 2025 - Arbor Day Event (10:00 AM)

Monday, May 19, 2025 - Regular Meeting (5:00 PM)

June 2025 - No Regular Meeting

Monday, July 21, 2025 - Regular Meeting (5:00 PM)

August 2025 - No Regular Meeting

August 2025 - Medina Days Pet Parade Event - Date TBD

Monday, September 15, 2025 - Regular Meeting (5:00 PM)

October 2025 - No Regular Meeting

Monday, November 17, 2025 - Regular Meeting (5:00 PM)

December, 2025 - No Regular Meeting

December 2025 - Christmas Ships Event - Date TBD



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MINUTES

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

Park Board Chair Barbara Moe called the Park Board meeting to order in the Medina Council Chambers at 5:00 p.m.

PRESENT

- Board Chair Barbara Moe
- Board Vice Chair Katie Surbeck
- Board Member Dana Brekke
- Board Member Collette McMullen (in at 5:23 p.m.)
- Board Member Gretchen Stengel
- Board Member India Fitting-Koh (Online)
- Board Member Mary Nelson
- Emeritus Member Penny Martin

ABSENT

- Board Member Michelle Lei

STAFF

- Osada, Crickmore, Burns, Sass, and Kellerman

2. **ANNOUNCEMENTS**

Chair Moe announced that the Annual Employee and Volunteer Appreciation Luncheon will take place on Thursday, December 12, 2024, at 12:00 PM. Board members were reminded to RSVP to City Clerk Aimee Kellerman by Friday, November 22, 2024.

3. **APPROVAL OF PARK BOARD MINUTES**

- 3.1 Meeting Minutes of September 16, 2024
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Deputy City Clerk

ACTION: Motion Surbeck second Brekke and carried by a 6:0 (Lei and McMullen absent) vote; the Board adopted the September 16, 2024, meeting Minutes.

4. PUBLIC COMMENT

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

5. PARK BOARD BUSINESS

- 5.1 Christmas Ship Event Planning - Saturday, December 14, 2024
 - a) Christmas Choir
 - b) Lighted Necklaces
 - c) Set-up Time - 5pm (Ships arrive at 5:35pm)
 - d) Refreshments

The Board discussed plans for the upcoming Christmas Ship event. Chair Moe will coordinate with St. Thomas to confirm the choir's attendance and will also connect with Stephanie King, the owner of Medina Market, to explore her participation in the event.

The Board also explored strategies to support Medina Kitchen and Market in attracting more customers, recognizing the challenges the small business is currently facing.

- 5.2 Tennis Courts Update
 - Recommendation:** Update.
 - Staff Contact:** Ryan Osada, Public Works Director

Director of Public Works, Ryan Osada, provided an update on the tennis courts at Fairweather Nature Preserve. He explained that, between Medina Park and Fairweather Nature Preserve, the city will maintain its current configuration of three tennis courts and two pickleball courts. The striping for both sports will remain unchanged, ensuring the facilities continue to accommodate players of both activities.

- 5.3 Park Board Work Plan Update
 - Recommendation:** Update.
 - Staff Contact:** Stephen R. Burns, City Manager

City Manager Steve Burns announced that the Council has approved the Park Board Work Plan. He also noted that the Council has requested a meeting to discuss project prioritization. A joint meeting between the Council and the Park Board is set to be scheduled for early 2025.

- 5.4 Fall Clean Up Event Recap

Park Board Chair Barbara Moe reported on the successful fall cleanup at Fairweather Nature Preserve. She noted the participation of a community member who joined volunteers in weeding and trimming, contributing to the preserve's improved appearance.

6. OTHER BUSINESS

The Board discussed upcoming events, including the possibility of reinstating the Annual Easter Egg Hunt. Chair Moe and Vice Chair Surbeck will meet with Ryan Osada and Dawn Nations to coordinate and finalize the 2025 event calendar.

7. **PARK REPORTS**

The board expressed satisfaction with the current state of the parks and trails.

8. **ADJOURNMENT**

By consensus, Chair Moe adjourned the Park Board meeting at 5:39 p.m.

DRAFT