



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Virtual/Online

Monday, May 16, 2022 – 5:00 PM

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### AGENDA

**BOARD CHAIR** | Sarah Gray

**BOARD VICE-CHAIR** | Barbara Moe

**BOARD MEMBERS** | India Fitting-Koh, Rebecca Johnston, Collette McMullen, Gretchen Stengel, Katie Surbeck

**EMERITUS MEMBER** | Penny Martin

**YOUTH ADVISORY MEMBER** | Ben Johnston

**STAFF LIAISON** | Ryan Osada, Public Works Director

#### Virtual Meeting Participation

With the passage of the City's Proclamation of Local Emergency, City Hall is closed to the public. Park Board participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. 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 [dations@medina-wa.gov](mailto:dations@medina-wa.gov) and leave a message before 2PM on the day of the May 16th Park Board meeting. Please reference Public Comments for May 16th 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://us06web.zoom.us/j/89987623304?pwd=M2pucFNTbDBHM2djb1J6N1g0UmYxUT09>

Meeting ID: 899 8762 3304

Passcode: 821164

Dial by your location

+1 253 215 8782 US (Tacoma)

1. **CALL TO ORDER / ROLL CALL**
2. **ANNOUNCEMENTS**
3. **APPROVAL OF PARK BOARD MINUTES**
  - 3.1 **Park Board Meeting Minutes of March 21, 2022**  
**Recommendation:** Adopt Minutes.  
**Staff Contact:** Dawn Nations, Deputy City Clerk
4. **PUBLIC COMMENT**

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## **5. PARK BOARD BUSINESS**

5.1 Introduce New Park Board Member, Position 5 - India Fitting-Koh

5.2 Medina Park Playground Project Update

a) Project Update

b) Grand Opening Ceremony - June 4, 2022

**Recommendation:** Update, discussion and direction.

**Staff Contact:** Ryan Osada, Public Works Director

5.3 Park Use Permit Update

**Recommendation:** Update.

**Staff Contact:** Stephen R. Burns, Interim City Manager

5.4 Easter Egg Hunt Recap

5.5 Arbor Day Recap

5.6 Medina Park - Willow Tree Update

**Recommendation:** Update.

**Staff Contact:** Ryan Osada, Public Works Director

## **6. OTHER BUSINESS**

### **7. PARK REPORTS**

Fairweather & Lid

Indian Trail

Lake Lane

Medina Beach Park

Medina Park

Viewpoint Park

### **8. ADJOURNMENT**

Next Park Board Meeting: June 20, 2022 at 5:00 PM.

### **ADDITIONAL INFORMATION**

Parks and Recreation Board meetings are held on the 3rd Monday of the month at 5 PM, unless otherwise specified. The agenda items are accessible on the City's website at [www.medina-wa.gov](http://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**

Monday, June 20, 2022 - Regular Meeting (5:00 PM)

***July, 2022 - No Regular Meeting***

Monday, August 15, 2022 - Regular Meeting (5:00 PM)

Monday, September 19, 2022 - Regular Meeting (5:00 PM)

Monday, October 17, 2022 - Regular Meeting (5:00 PM)

Monday, November 21, 2022 - Regular Meeting (5:00 PM)

***December, 2022 - No Regular Meeting***



# MEDINA, WASHINGTON

## PARK BOARD MEETING MINUTES

Virtual/Online

Monday, March 21, 2022 – 5:00 PM

### MINUTES

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

Meeting called to order at 5pm by Chair Sarah Gray and roll call taken by Deputy City Clerk, Dawn Nations.

**PRESENT**

- Chair Sarah Gray
- Board Member Collette McMullen
- Vice Chair Barbara Moe
- Board Member Gretchen Stengel
- Board Member Rebecca Johnston
- Board Member Katie Surbeck
- Emeritus Member Penny Martin

**ABSENT**

Youth Advisor Ben Johnston

**STAFF PRESENT**

Ryan Osada, Pat Crickmore, Steve Burns, Austin Gidlof, Dawn Nations

**2. ANNOUNCEMENTS**

None.

**3. APPROVAL OF PARK BOARD MINUTES**

3.1 Park Board Meeting Minutes of February 15, 2022

**Recommendation:** Adopt Minutes.

**Staff Contact:** Dawn Nations, Deputy City Clerk

**ACTION:** Motion made by Board Member Stengel, Seconded by Board Member McMullen. Carried 6-0

**4. PUBLIC COMMENT**

None.

**5. PARK BOARD BUSINESS**

5.1 Medina Park Playground Project Update

- a) Information Signage
- b) Ribbon Cutting Ceremony Discussion

**Recommendation:** Discussion and direction.

**Staff Contact:** Ryan Osada, Public Works Director

Ryan Osada gave brief update on timeline for the demo and installation. The Board discussed signage and gave direction to Public Works to create signage. Ribbon Cutting ceremony will be held on June 4, 2022 at 10am.

5.2 Youth Advisory Position Outreach Update by Ben Johnston, Youth Advisor

Rebecca Johnston gave brief update regarding the areas where the Youth Advisory upcoming open position will be posted.

5.3 Easter Egg Hunt Finalize Details

- a) Reminder Egg Stuffing on March 24 at 10am - City Hall
- b) Reminder- Bite Size Candy needed
- c) Set up - Easter Egg Hunt - April 2 at Medina Park - arrive at 8:30am

The Board discussed the final details for the Easter Egg hunt and reminded Board members of upcoming dates.

5.4 Arbor Day Finalize Details

- a) Tree and Location
- b) Update Medina Elementary 1st graders of details

The final details for Arbor Day were discussed. Public Works announced they will be planting a Maple Tree at Medina Park on April 29 at 10am. Rebecca Johnston confirmed the Medina Elementary 1st graders will be joining the celebration.

**6. OTHER BUSINESS**

6.1 Upcoming Park Board Event Date Reminders:

- 1) March 24, 2022 at 10am Easter Egg Stuffing at City Hall
- 2) April 2, 2022 Easter Egg Hunt at Medina Park - Setup at 8:30am - Hunt at 10am
- 3) April 29, 2022 Arbor Day – Medina Park at 10am

Chair Sarah Gray reminded the Board members of the important upcoming event dates.

**7. PARK REPORTS**

Fairweather & Lid - Stengel reported looks okay and weeding needed. The Board decided to meet on March 28th at 10am to take care of weeding.

Indian Trail - Stengel reported looks good.

Lake Lane - Moe and Martin reported looks good. Martin asked PW to check on the tree by the dock.

Medina Beach Park - Moe reported looks good.

Medina Park - Gray asked about the Weeping Willow. PW works reported it was leaning and has a big crack in it. They are waiting for removal. PW gave update regarding the Beaver issues.

Viewpoint Park - Moe reported looks good.

**8. ADJOURNMENT**

The meeting was adjourned at 5:53pm.

Minutes taken by:

Dawn Nations, Deputy City Clerk