



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid Meeting - In-person/On-Line

Monday, July 17, 2023 – 5:00 PM

AGENDA

BOARD CHAIR | Barbara Moe

BOARD VICE-CHAIR |

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

EMERITUS MEMBER | Penny Martin

YOUTH ADVISORY MEMBER |

STAFF LIAISON | Ryan Osada, Public Works Director

Virtual 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 July 17 Park Board meeting. Please reference Public Comments for July 17 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/83028497092?pwd=cXNDZmRlc1hkU2o2ekdtajZRYm9odz09>

Meeting ID: 830 2849 7092

Passcode: 544722

Dial in +1 253 215 8782 US (Tacoma)

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

2. **ANNOUNCEMENTS**

2.1 Welcome New Board Member by Barbara Moe, Park Board Chairperson

2.2 Youth Advisor Position Update by Steve Burns, City Manager

2.3 Medina Days Schedule by Steve Burns, City Manager

3. APPROVAL OF PARK BOARD MINUTES

3.1 Meeting Minutes of May 15, 2023

Recommendation: Adopt Minutes.

Staff Contact: Dawn Nations, Deputy City Clerk

4. PUBLIC COMMENT

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 July 17th Park Board meeting. Please reference Public Comments for July 17th 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.

5. PARK BOARD BUSINESS

5.1 Vice Chair Appointment

5.2 Fairweather Park Ivy Removal Update

5.3 E-Bike Update

5.4 Trail Signage Project

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: September 18, 2023 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

August 2023 - No Regular Meeting

Monday, September 18, 2023 - Regular Meeting (5:00 PM)

October 2023 - No Regular Meeting

Monday, November 20, 2023 - Regular Meeting (5:00 PM)

December, 2022 - No Regular Meeting



MEDINA, WASHINGTON

PARK BOARD MEETING

Virtual/Online

Monday, May 15, 2023 – 5:00 PM

MINUTES

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

Board Chair Sarah Gray call the Parks and Recreation Board meeting to order in the Medina Council Chambers at 5:04 PM.

PRESENT

- Board Member Collette McMullen
- Board Member Gretchen Stengel
- Board Member Rebecca Johnston
- Board Member Katie Surbeck
- Board Member India Fitting-Koh (online at 5:19pm)
- Emeritus Member Penny Martin

ABSENT

- Vice Chair Barbara Moe
- Youth Advisor Will Reeves

STAFF

Osada, Burns, Crickmore, Nations, Sass

2. **ANNOUNCEMENTS**

Park Board Chair Sarah Gray announced she will be leaving the Park Board in June 2023. Vice Chair Barbara Moe will move into the Chair role and Board Member Katie Surbeck will move to Vice Chair at the July meeting when board members vote.

3. **APPROVAL OF PARK BOARD MINUTES**

3.1 Park Board Meeting Minutes of March 20, 2023

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Deputy City Clerk

Action: Motion made by Board Member Johnston Second by Board Member McMullen and with no objections; Park Board approved the March 20, 2023, meeting Minutes.

4. **PUBLIC COMMENT**

Chair Sarah Gray opened the public comment period. There were no speakers. Subsequently, the public comment was closed.

5. **PARK BOARD BUSINESS**

5.1 Easter Egg Hunt Recap

Board Chair Sarah Gray reported the Easter Egg Hunt event was a huge success.

The Board discussed how to change the way the event is promoted for next year to possibly decrease the attendance. It was reported that traffic was an issue due to large number of attendees.

Board Member Rebecca Johnston will reach out to Greet West Bellevue regarding how to manage the publishing of future events in the magazine.

Board Member Collette McMullen will update the notes for tips on planning the Easter Egg hunt and have available for next year for review during the planning meeting.

5.2 Arbor Day Recap

Board Member Katie Surbeck reported the Arbor Day event was great. Public Works Director Ryan Osada gave a brief update on the event. Tree seedlings were handed out to the Medina Elementary Students. The board discussed adding a microphone or megaphone to use for the students to read the proclamation. Public Works Supervisor Pat Crickmore reported the tree that was planted is doing well.

6. **OTHER BUSINESS**

6.1 Capital Projects Update

- a) Fairweather Park Ivy Removal
- b) Requests for future project ideas

Recommendation: Discussion.

Staff Contact: Ryan Osada, Public Works Director

Ryan Osada gave a brief overview regarding ideas capital budget projects. He is budgeting for the ivy removal at Fairweather Park. He reported the goat removal is delayed until next year due to backlog of scheduling with the company.

The board members discussed other ideas for future projects. Ideas discussed were updating the tennis courts to add pickle ball stripping, park path improvements, and planting native plants to add to sustainability in areas where grass is an issue.

Chair Sarah Gray asked questions ROW trimming issues. The Board discussed and staff responded. Public Works Director Ryan Osada and Public Works Supervisor Pat Crickmore reported the urgent problem areas in the ROW are taken care of by the Public Works Department. Notices are sent out yearly to residents to advise them to maintain the ROW by their homes. The board asked questions regarding maintenance and possible fines. Staff responded and informed the board that these concerns are being

discussed with the Council.

City Manager Steve Burns reported the parking spots at Viewpoint Park will be removed and PW will update the signage to reflect “City use and emergency parking only”

Chair Sarah Gray presented the idea of having the Youth Advisor Position be assigned specific tasks/events to manage during their time on the board. The board discussed, asked questions and staff responded. Board Member Rebecca Johnston and Board Member Katie Surbeck gave update on the feedback they received from parents regarding the youth advisor position.

Chair Sarah Gray gave a brief update regarding the Park use reservations pilot program. The board discussed and staff directed the board to send there ideas and concerns to the City Clerk Aimee Kellerman. This topic was tabled for a future meeting discussion with the City Clerk.

7. PARK REPORTS

Park Board members reported back on conditions of their assigned parks. Board Member Collette McMullen proposed another weeding event at Fairweather Park.

The board members thanked PW for the great job on maintaining the gardens at Medina Beach Park.

Public Works Supervisor Pat Crickmore gave a brief update on the damage done by electric bicycles in the Parks. He showed photos to show the damage. He referenced the City Code of no motorized vehicles in the parks. Police Chief Jeff Sass discussed the definition of motorized vehicles per the code. An electric bike is not considered a motorized vehicle. The Board discussed and requested the code be updated to include electric bikes. Staff will take the request for the code update to the council for discussion.

Action: By consensus, the Park Board scheduled a weeding event at Fairweather Park for Monday, May 22, 2023, meeting at 9:00 AM.

8. ADJOURNMENT

By consensus the Park Board adjourned the regular meeting at 6:02pm.

Minutes taken by:

Dawn Nations, Deputy City Clerk