



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Virtual/Online

Monday, November 20, 2023 – 5:00 PM

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### AGENDA

**BOARD CHAIR** | Barbara Moe

**BOARD VICE-CHAIR** | Katie Surbeck

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

**EMERITUS MEMBER** | Penny Martin

**YOUTH ADVISORY MEMBER** | Hayool Park

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

#### Virtual Meeting Participation

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 November 20 Park Board meeting. Please reference Public Comments for November 20 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/82430339396?pwd=6QvFUaFpHrLaZxEbn3MdOGNadMEIFk.1>

Meeting ID: 824 3033 9396

Passcode: 887460

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 Meeting Minutes of September 18, 2023  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Deputy City Clerk
4. **PUBLIC COMMENT**

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**5. PARK BOARD BUSINESS**

5.1 Fall Ivy Removal Update

5.2 Fall Planting Update

5.3 Trail Signage Update

5.4 Christmas Ship Event - December 22, 2023 at 5PM; Ships arrive at 5:35PM

a) Lighted Necklaces

b) Fire Pit Status

c) Refreshments - Cookies

d) Set- up time

e) Choir or music

**6. OTHER BUSINESS**

**7. PARK REPORTS**

Fairweather & Lid

Points Loop Trail

Lake Lane

Medina Beach Park

Medina Park

Viewpoint Park

**8. ADJOURNMENT**

Next Park Board Meeting: January 15, 2024 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](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, January 15, 2024 - Regular Meeting (5:00 PM)

**February 2024 - No Regular Meeting** Monday, March 18, 2024 - Regular Meeting (5:00 PM)

**April 2024 - No Regular Meeting**

Monday, May 20, 2024 - Regular Meeting (5:00 PM)

**June 2024 - No Regular Meeting**

Monday, July 15, 2024 - Regular Meeting (5:00 PM)

**August 2024 - No Regular Meeting**

Monday, September 16, 2024 - Regular Meeting (5:00 PM)

**October 2024 - No Regular Meeting**

Monday, November 18, 2024 - Regular Meeting (5:00 PM)

**December, 2024 - No Regular Meeting**



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Hybrid Meeting - In-Person/On-Line  
Monday, September 18, 2023 – 5:00 PM

### MINUTES

#### 1. CALL TO ORDER / ROLL CALL

Board Chair Barbara Moe called the Parks and Recreation Board meeting to order in the Medina Council Chambers at 5:00 PM.

#### PRESENT

- Board Member Collette McMullen
- Board Chair Barbara Moe
- Board Member Gretchen Stengel
- Board Member Rebecca Johnston (off-line at 5:41PM)
- Board Vice Chair Katie Surbeck
- Emeritus Member Penny Martin
- Youth Advisor Hayool Park

#### ABSENT

- Board Member India Fitting-Koh
- Board Member Viji Raman

#### STAFF

Osada, Burns, Crickmore, Nations, Anderson

#### 2. ANNOUNCEMENTS

##### 2.1 Welcome New Park Board Youth Advisor

Chair Barbara Moe welcomed the new youth advisor Hayool Park. Hayool addressed the board and expressed his excitement to be joining the Park Board.

#### 3. APPROVAL OF PARK BOARD MINUTES

##### 3.1 Meeting Minutes of July 17, 2023

**Recommendation:** Adopt Minutes.

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

**Action:** Motion made by Board Member McMullen Second by Board Member Surbeck and with no objections; Park Board approved the July 17, 2023, meeting Minutes.

**4. PUBLIC COMMENT**

None.

**5. PARK BOARD BUSINESS**

- 5.1 Ivy Clean up at Fairweather Nature Preserve
  - a) Recruit High School Students - Community Service Hours
  - b) Coordinate date with Park Board Members

**Recommendation:** Discussion and direction.  
**Staff Contact:** Ryan Osada, Public Works Director

Public Works Director asked for youth volunteers to help with the project. The board members discussed the project and decided on September 30, 2023, 10 AM to 12 PM for the cleanup at Fairweather Park. Youth advisor Park will ask his youth group for assistance with this project. Board member Johnston will post the information and ask for volunteers on social media pages. City Staff will send a notice via GovDelivery.

- 5.2 Fall Bulb Planting Event Discussion
  - a) Tentative Dates - November 6th or 13th at 10:00 AM

Board members discussed the fall planting event and decided to plant Washington native plant - Salal at Fairweather Park instead of bulbs this year. Planting event will be on November 13, 2023 at 10 AM.

- 5.3 Christmas Ships Event Planning
  - a) Event Date - December 22, 2023 (5:35 -5:55 PM)
  - b) Discuss Logistics: food/beverages, music, fire pit, souvenir

The board discussed the event and decided to hand out lighted candy cane necklaces and cookies. Public Works will check on getting a fire pit and board chair Moe will check with local choirs about performing before the Christmas ships arrive.

- 5.4 Trail Signage Project Update

Public Works Supervisor Crickmore gave an update on the trail signage design and color brown is for recreational signage. It was discussed to put the QR code directing walkers to the park trail map. The design will be presented to the City Council at a future meeting. Public Works Director Osada will contact the surrounding cities to ask if they would like to contribute to updating the signage throughout the communities.

- 5.5 November Meeting Date Discussion

The board discussed and it was decided to keep the November 20, 2023 meeting date and confirmed there would be a quorum of board members present.

**6. OTHER BUSINESS**

Board Member Stengel asked about the SR 520 lid maintenance. City Manager Burns reported WSDOT is responsible for the maintenance. Board Vice Chair Surbeck asked about yard maintenance on private property that is not be maintained. City Manager

Burns addressed the issues and asked board members to email him with areas of concern.

**7. PARK REPORTS**

Park Board members reported back on conditions of their assigned parks.

Fairweather & Lid - Board members requested to do more work parties.

Points Loop Trail - Moe requested pathway gravel be added at 24<sup>th</sup>/Bellevue Christian School.

Lake Lane - Martin – looks great but reported pruning needed to be done and public works reported the removable bollard would be installed and gravel added to pathway.

Medina Beach Park - Reported looks great. Public Works reported the lights added to deter the geese.

Medina Park - Reported looks great. Public Works reported the pathway gravel was added and the fountain is being repaired.

Viewpoint Park - Public works reported removable bollard will be added to the parking spot will be for City use only and a sign will be added about the parking spots.

**8. ADJOURNMENT**

By consensus the Park Board adjourned the regular meeting at 6:07 PM.