



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Hybrid - Virtual/In-Person  
Tuesday, January 16, 2024 – 5:00 PM

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### AGENDA

**BOARD CHAIR |**

**BOARD VICE-CHAIR |**

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

**EMERITUS MEMBER |** Penny Martin

**YOUTH ADVISORY MEMBER |** Hayool Park

**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](mailto:dnations@medina-wa.gov) and leave a message before 2PM on the day of the January 16 Park Board meeting. Please reference Public Comments for January 16 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/89201184415?pwd=tlNQgzLsRsBjrx2sSPLQXqOnAk8708.1>

Meeting ID: 892 0118 4415

Passcode: 921810

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**

- 3.1 Introduce New Park Board Member

**4. APPROVAL OF PARK BOARD MINUTES**

- [4.1](#) Meeting Minutes of November 20, 2023

**Recommendation:** Adopt minutes.

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

**5. 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](mailto:dnations@medina-wa.gov) and leave a message before 2PM on the day of the January 16 Park Board meeting. Please reference Public Comments for January 16 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.

**6. PARK BOARD BUSINESS**

- 6.1 Christmas Ships Event Recap by Barbara Moe

- [6.2](#) 2024 Meeting Calendar and Event Planning

- 6.3 Spring Event Planning

**7. OTHER BUSINESS**

- 7.1 Medina Park Pond Dredging Project

**8. PARK REPORTS**

Fairweather & Lid  
Points Loop Trail  
Lake Lane  
Medina Beach Park  
Medina Park  
Viewpoint Park

**9. ADJOURNMENT**

Next Park Board Meeting: March 18, 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**

***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

Virtual/Online

Monday, November 20, 2023 – 5:00 PM

### MINUTES

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

Board Vice Chair Katie Surbeck called the Parks and Recreation Board meeting to order in the Medina Council Chambers at 5 PM.

**PRESENT**

- Board Member Collette McMullen
- Board Member Gretchen Stengel
- Board Member Rebecca Johnston
- Board Vice Chair Katie Surbeck
- Board Member India Fitting-Koh
- Youth Advisor Hayool Park

**ABSENT**

- Board Vice Chair Barbara Moe
- Emeritus Member Penny Martin

**STAFF**

- Osada, Crickmore, Sass, Nations

**2. ANNOUNCEMENTS**

None.

**3. APPROVAL OF PARK BOARD MINUTES**

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

**ACTION:** Motion made by Board Member Johnston, seconded by Stengel and with no objections; Park Board approved the November 20, 2023; meeting minutes as presented.

**4. PUBLIC COMMENT**

None.

**5. PARK BOARD BUSINESS**

5.1 Fall Ivy Removal Update

Vice Chair Surbeck gave a brief update on the ivy removal. She reported it was a successful event, great attendance and they got to all the marked trees. Public Works Supervisor Crickmore reported they were impressed with the amount of ivy removed.

5.2 Fall Planting Update

Vice Chair Surbeck gave a brief update on the fall planting at Fairweather Park. They planted native salal plants and additional plants donated by Board Member McMullan. Public Works will mulch in the next few weeks.

5.3 Trail Signage Update

Public Works Director Osada gave brief update on the signage. Osada will contact the points communities to inquire if they would like to contribute to the signage project. This project will most likely be done in the Spring of 2024.

- 5.4 Christmas Ship Event - December 22, 2023, at 5PM; Ships arrive at 5:35PM
  - a) Lighted Necklaces – given to Board Member Stengel to get the necklaces ready.
  - b) Fire Pit Status – Youth Advisor Hayool Park will coordinate with Public Works to bring a fire pit.
  - c) Refreshments – Board Member Fitting-Koh will contact the Medina Kitchen and Market to inquire about donating treats. Board Members will bring cookies.
  - d) Set- up time – Board members were asked to arrive at 4:30pm for set-up and public works will coordinate setting up the canopies and tables.
  - e) Choir or music – Board Chair Moe will follow up St. Thomas Church Choir regarding performing.

**6. OTHER BUSINESS**

None.

**7. PARK REPORTS**

**Fairweather & Lid-** Board members reported it looks good. Chief Sass reported new signage for 2-hour maximum parking only. PD will be monitoring the parking area.

**Points Loop Trail** – Public Works will be blowing the leaves off the pathway. Board members discussed the ivy issues and the responsibility of the homeowners to maintain the ROW area. Public Works department is working on maintaining the problem areas.

**Lake Lane** – Board Member Fitting-Koh reported it looks good. Public Works reported a new bollard sign was installed to prevent parking on the lane.

**Medina Beach Park-** Chief Sass gave a brief update regarding the geese issues. The board discussed and asked questions staff responded.

**Medina Park** – Public Works reported the Christmas lights were put up in the park.

**Viewpoint Park** – Public Works reported the new no parking signs are now up.

**8. ADJOURNMENT**

By consensus the Park Board adjourned the regular meeting at 5:40 pm. Clarification on the next meeting will be on Tuesday, January 16, 2024.

Minutes taken by Dawn Nations, Deputy City Clerk



**MEDINA PARKS AND RECREATION BOARD**

2024 AGENDA AND EVENT CALENDAR

Meetings scheduled for 5:00 pm, Hybrid (in-person/virtual)

**JANUARY 16, 2024 - Park Board Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation
Park Board Minutes	Adopt Meeting minutes of November 20, 2023	Nations	Adopt
Park Board Business	Elect Chair and Vice Chair positions		
Park Board Business	2024 Calendar and Events Planning		
Park Board Business	Spring Event Discussion		
Other Business	Medina Park Pond Dredging Project	Osada	discussion
Park Reports	Report on the parks		

**February 2024 - No Meeting**

**March 18, 2024 - Park Board Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation
Park Board Minutes	Adopt Meeting minutes of January 16, 2024	Nations	Adopt
Park Board Business	Arbor Day Event Discussion - Event April 26, 2024	Crickmore	
Park Board Business	Spring Clean up Event Discussion		
Park Reports	Report on the parks		

**April 2024 - No Meeting Events**

Arbor Day Event	Friday, April 26, 2024 at 10am		
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**May 20, 2024 - Park Board Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation
Park Board Minutes	Adopt Meeting minutes of March 18, 2024	Nations	Adopt
Park Board Business	Arbor Day Recap		
Park Reports	Report on the parks		

**June 2024 - No Meeting**

**July 15, 2024 - Park Board Regular Meeting, 5:00 pm**

Item Type	Topic	Staff Contact	Recommendation
Park Board Minutes	Adopt Meeting minutes of May 20, 2024	Nations	Adopt
Park Board Minutes	Christmas Ships - Contact Argosy Cruises for Date		
Park Reports	Report on the parks		

**August 2024 - Dark No Meeting**

<b>September 16, 2024 - Park Board Regular Meeting, 5:00 pm</b>			
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>
Park Board Minutes	Adopt Meeting minutes of July 15, 2024	Nations	Adopt
Park Board Business	Fall Bulb Planting Event -TBD		
Park Board Business	Christmas Ships Event Planning		
Park Reports	Report on the parks		

**October 2024 - No Meeting**

<b>November 18, 2024 - Park Board Regular Meeting, 5:00 pm</b>			
<b>Item Type</b>	<b>Topic</b>	<b>Staff Contact</b>	<b>Recommendation</b>
Park Board Minutes	Adopt Meeting minutes of September 16, 2024	Nations	Adopt
Park Board Business	Fall Planting Recap		
Park Board Business	Christmas Ships Event Finalize Details		
Park Reports	Report on the parks		

**December 2024 - Dark No Meeting Events**

<b>Christmas Ships Event</b>	Date and Time TBD		
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