



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, June 15, 2026 – 5:00 PM

AGENDA

BOARD CHAIR | Katie Surbeck

BOARD VICE-CHAIR | Collette McMullen

BOARD MEMBERS | Dana Brekke, India Fitting-Koh, Michelle Lei, Barbara Moe, 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. Medina Park Board welcomes and encourages in-person public comments. Individuals wishing to speak live during a Park Board meeting will need to register their request with the 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 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/82884065994?pwd=9NXds6HerKapQhPbxAnI62JWdi5dY9.1>

Meeting ID: 828 8406 5994

Passcode: 132059

One tap mobile

+1253 205 0468

1. **CALL TO ORDER / ROLL CALL**
2. **ANNOUNCEMENTS**
3. **APPROVAL OF PARK BOARD MINUTES**

3.1 Park Board Minutes of May 18, 2026

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

4. **PUBLIC COMMENT**

The Park Board welcomes and encourages in-person public comments. To participate in person, please fill out a comment card upon arrival at City Hall and turn it in to the City Clerk. To participate online, please register your request with the 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 the Park Board meeting on your correspondence. The City Clerk will call 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 Park/Memorial Donation Policy

Recommendation: Discussion and direction.

Staff Contacts: Ryan Osada, Public Works Director, Jeff Swanson, City Manager

6. **PARK BOARD ROUNDTABLE**

Questions or Concerns of the Board

7. **PARK REPORTS**

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

8. **ADJOURNMENT**

Next Park Board Meeting: July 20, 2026, 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

Monday, July 20, 2026 - Regular Meeting (5:00 PM)

August 2026 - No Regular Meeting

Monday, September 21, 2026 - Regular Meeting (5:00 PM)

October 2026 - No Regular Meeting

Tuesday, November 17, 2026 - Regular Meeting (5:00 PM)

December, 2026 - No Regular Meeting



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MINUTES

1. CALL TO ORDER / ROLL CALL

The Park Board meeting was called to order by Chair Katie Surbeck at 5:01pm.

PRESENT

- Board Member Barbara Moe
- Board Chair Katie Surbeck
- Board Member India Fitting-Koh
- Board Vice-Chair Collette McMullen (arrived at 5:06 PM)
- Board Member Gretchen Stengel
- Board Member Michelle Lei (arrived at 5:06 PM)

ABSENT

- Board Member Dana Brekke
- Board Member Mary Nelson

STAFF

- Nations, Osada, Crickmore, Anderson

2. ANNOUNCEMENTS

No Announcements

3. APPROVAL OF PARK BOARD MINUTES

- 3.1 Park Board Meeting Minutes of:
 - a) November 17, 2025, 2025:
 - b) January 19, 2026; and
 - c) March 16, 2026 - Joint City Council and Park Board Meeting.

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

ACTION: Motion made by board member Moe, Seconded by board member Stengel and carried by 4:0 vote; the board adopted the meeting minutes as presented.

4. PUBLIC COMMENT

Chair Surbeck opened the public comment period. There were no comments; public comments was closed.

5. PARK BOARD BUSINESS

5.1 Easter Egg Hunt Recap

Chair Surbeck reported the event was a great success and thanked staff for their assistance. The board discussed adding additional signage for next year to help with flow for participants. Name tags will be made for Park Board members to wear at events to identify them to the community.

5.2 Arbor Day Recap

5.3 Preliminary Discussion - Donation Policy

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

Ryan Osada, Public Works Director, gave a brief update regarding the council’s direction for the Park Board to begin drafting a policy for park and memorial donations criteria. The board members gave input, asked questions and staff responded. The board decided to hold a special meeting on June 15th to start the process of handling donation requests. The board members will research how other cities handle these requests and report back on June 15th. Director Osada will bring a draft policy for a starting point for the discussion.

6. PARK BOARD ROUNDTABLE

Board member Moe reported a resident contacted her regarding their dog getting bite by ticks at Fairweather Park/Lid area. Staff suggested the resident email the City Manager so the information could be sent to WSDOT.

7. PARK REPORTS

- Fairweather – McMullen reported the mulch looked good. Staff reported the goats will be returning in June.
- Points Loop Trail – Moe reported looks good. Staff reported the trail map will be posted at the post office and on notice boards.
- Lake Lane – closed due to dock damage. Staff is getting estimates on repairs and permitting.
- Medina Beach Park – Board members reported it looks beautiful
- Medina Park - Board members reported it looks beautiful
- Viewpoint Park – No report.

8. ADJOURNMENT

Chair Surbeck reminded the board the next meeting would be on June 15 as discussed earlier in the meeting.

By consensus, the meeting was adjourned at 5:53 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk

The Park/Memorial information will be provided at the meeting on June 15th. No material for this packet.