



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, November 17, 2025 – 5:00 PM

AGENDA

BOARD CHAIR | Collette McMullen

BOARD VICE-CHAIR | Barbara Moe

BOARD MEMBERS | Dana Brekke, India Fitting-Koh, Michelle Lei, Mary Nelson, Gretchen Stengel, Katie Surbeck

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 Acting 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 Acting 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/86808521885?pwd=c2bbQxhGIIHYHlt5u5MvrgRaXuZXPd.1>

Meeting ID: 868 0852 1885

Passcode: 391355

One tap mobile

+12532158782,,86808521885#,,,,*391355# US (Tacoma)

+12532050468,,86808521885#,,,,*391355# US

1. CALL TO ORDER / ROLL CALL

2. ANNOUNCEMENTS

3. APPROVAL OF PARK BOARD MINUTES

3.1 Park Board Meeting Minutes of September 15, 2025

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

4. PUBLIC COMMENT

Individuals wishing to speak live during the Virtual Park Board meeting will need to register their request with the Acting 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 Acting 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 Fall Bulb Planting and Clean Up Event Recap
- 5.2 Christmas Ship Event Planning - Monday, December 22, 2025
 - a) Christmas Music
 - b) Lighted Necklaces
 - c) Set-up Time - 5pm (Ships arrive at 5:35pm)
 - d) Refreshments
- 5.3 Park Board Projects for 2026
- 5.4 Park Board 2026 Work Plan Discussion

6. PARK BOARD ROUNDTABLE

- 6.1 Questions or Concerns of the Board

7. PARK REPORTS

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

8. ADJOURNMENT

Next Park Board Meeting: Tuesday, January 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

December, 2025 - No Regular Meeting

Tuesday, January 20, 2026 - Regular Meeting (5:00 PM)

February 2026 - No Regular Meeting

Monday, March 16, 2026 - Regular Meeting (5:00 PM)

April 2026 - No Regular Meeting

Monday, May 18, 2026 - Regular Meeting (5:00 PM)

June 2026 - No Regular Meeting

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

Monday, November 16, 2026 - Regular Meeting (5:00 PM)

December, 2026 - No Regular Meeting



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Monday, September 15, 2025 – 5:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

The Park Board meeting called to order by Chair Collette McMullen at 5:00pm.

PRESENT

Board Chair Collette McMullen
 Board Vice Chair Barbara Moe
 Board Member Dana Brekke
 Board Member Katie Surbeck
 Board Member Gretchen Stengel
 Board Member Mary Nelson
 Emeritus Member Penny Martin

ABSENT

Board Member India Fitting-Koh
 Board Member Michelle Lei

STAFF

Bennett, Osada, Crickmore, Sass, Swanson

2. ANNOUNCEMENTS

Board Chair Collette McMullen thanked Chief Jeff Sass for recognizing the City's Lifeguards for their bravery during an emergency at Medina Beach Park.

3. APPROVAL OF PARK BOARD MINUTES

3.1 Park Board Minutes of July 21, 2025

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

ACTION: Motion made by Vice Chair Moe, Seconded by Board member Surbeck and carried by 6:0 vote; the board adopted the July 21, 2025, meeting minutes as presented.

4. PUBLIC COMMENT

Board Chair Collette McMullen opened the public comment period; there was no public comment and public comments was closed.

5. PARK BOARD BUSINESS

5.1 Medina Days Pet Parade Recap

Board Chair McMullen gave a brief overview of the event and reported it brought joy to the community. The board discussed improving the audio/music, advertisement for the event should start sooner to encourage better attendance and it was requested to invite the dog rescue organization back for next year.

5.2 Fall Planting/Cleanup Discussion

The board discussed planting bulbs at Medina Park by the main park sign. Board member Nelson will order the bulbs. They will go to Fairweather Park to weed. The board members will meet on November 3, 2025, at 10:30 am at Medina Park.

5.3 Christmas Ships Event Planning

Chair McMullen announced the ships will be at Medina Beach Park on Monday, December 22 at 5:35pm. The board members decided to keep everything the same as last year. Board member Brekke will provide the speaker. Chair McMullen will contact Kitchen and Market to ask if they would like to participate again and bring treats.

5.4 Park Memorial/Donation Update

Recommendation: Update.

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

Ryan Osada gave an update. He announced that council gave direction to put a moratorium on park memorials and donations through the end of 2025. The policy was tabled for now.

5.5 Comprehensive Plan Chapters 3 and 5 Update Discussion

Recommendation: Discussion and input.

Staff Contact: Jeff Swanson, City Manager

Jeff Swanson, City Manager gave a PowerPoint presentation of the Comprehensive Plan updates to Chapter 3 – Community Design Element and Chapter 5 – Transportation & Circulation Element. He addressed areas of concern and gave examples of ways to improve. The board members discussed and provided input areas they would like to see addressed. They reported that invasive species of plants in the Medina are a big area of concern. Other concerns were the limited visibility on 520 lid bike trail due to overgrown vegetation and the expansion joint noise on the bridge.

5.6 Park Board Work Plan Discussion

Recommendation: Discussion and input.

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

Jeff Swanson, City Manager spoke on memorial topic in parks. The board discussed coordinating a joint meeting with Park Board and City Council to create a work plan to allow all members to have a more cohesive plan for the future of Medina.

6. PARK BOARD ROUNDTABLE

6.1 Questions or Concerns of the Board

None.

7. PARK REPORTS

Fairweather & Lid – Reported the goats did a good job on the ivy and blackberries.

Points Loop Trail – Moe reported looks good.

Lake Lane – McMullen reported looks good

Medina Beach Park -All reported looks good.

Medina Park – PW reported they have mitigation plan to replant under the bridge. Osada updated the board regarding the pond improvement project. He is working with multiple agencies to get the permitting and plan scope.

Viewpoint Park -Brekke reported looks good. PW reported the fence section was removed.

8. ADJOURNMENT

By consensus, the meeting was adjourned at 6:06 PM.

Meeting minutes taken by Dawn Nations, Deputy City Clerk