



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