



# MEDINA, WASHINGTON

## PARK BOARD MEETING

Hybrid - Virtual/In-Person  
Medina City Hall - Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Monday, November 18, 2024 – 5:00 PM**

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### MINUTES

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

Park Board Chair Barbara Moe called the Park Board meeting to order in the Medina Council Chambers at 5:00 p.m.

#### **PRESENT**

Board Chair Barbara Moe  
Board Vice Chair Katie Surbeck  
Board Member Dana Brekke  
Board Member Collette McMullen (in at 5:23 p.m.)  
Board Member Gretchen Stengel  
Board Member India Fitting-Koh (Online)  
Board Member Mary Nelson  
Emeritus Member Penny Martin

#### **ABSENT**

Board Member Michelle Lei

#### **STAFF**

Osada, Crickmore, Burns, Sass, and Kellerman

#### 2. ANNOUNCEMENTS

Chair Moe announced that the Annual Employee and Volunteer Appreciation Luncheon will take place on Thursday, December 12, 2024, at 12:00 PM. Board members were reminded to RSVP to City Clerk Aimee Kellerman by Friday, November 22, 2024.

#### 3. APPROVAL OF PARK BOARD MINUTES

- 3.1 Meeting Minutes of September 16, 2024  
**Recommendation:** Adopt minutes.  
**Staff Contact:** Dawn Nations, Deputy City Clerk

**ACTION:** Motion Surbeck second Brekke and carried by a 6:0 (Lei and McMullen absent) vote; the Board adopted the September 16, 2024, meeting Minutes.

#### 4. **PUBLIC COMMENT**

Chair Moe opened the public comment period. There were no speakers. Subsequently, public comments was closed.

#### 5. **PARK BOARD BUSINESS**

##### 5.1 Christmas Ship Event Planning - Saturday, December 14, 2024

- a) Christmas Choir
- b) Lighted Necklaces
- c) Set-up Time - 5pm (Ships arrive at 5:35pm)
- d) Refreshments

The Board discussed plans for the upcoming Christmas Ship event. Chair Moe will coordinate with St. Thomas to confirm the choir's attendance and will also connect with Stephanie King, the owner of Medina Market, to explore her participation in the event.

The Board also explored strategies to support Medina Kitchen and Market in attracting more customers, recognizing the challenges the small business is currently facing.

##### 5.2 Tennis Courts Update

**Recommendation:** Update.

**Staff Contact:** Ryan Osada, Public Works Director

Director of Public Works, Ryan Osada, provided an update on the tennis courts at Fairweather Nature Preserve. He explained that, between Medina Park and Fairweather Nature Preserve, the city will maintain its current configuration of three tennis courts and two pickleball courts. The striping for both sports will remain unchanged, ensuring the facilities continue to accommodate players of both activities.

##### 5.3 Park Board Work Plan Update

**Recommendation:** Update.

**Staff Contact:** Stephen R. Burns, City Manager

City Manager Steve Burns announced that the Council has approved the Park Board Work Plan. He also noted that the Council has requested a meeting to discuss project prioritization. A joint meeting between the Council and the Park Board is set to be scheduled for early 2025.

##### 5.4 Fall Clean Up Event Recap

Park Board Chair Barbara Moe reported on the successful fall cleanup at Fairweather Nature Preserve. She noted the participation of a community member who joined volunteers in weeding and trimming, contributing to the preserve's improved appearance.

#### 6. **OTHER BUSINESS**

The Board discussed upcoming events, including the possibility of reinstating the Annual Easter Egg Hunt. Chair Moe and Vice Chair Surbeck will meet with Ryan Osada and Dawn Nations to coordinate and finalize the 2025 event calendar.

7. **PARK REPORTS**

The board expressed satisfaction with the current state of the parks and trails.

8. **ADJOURNMENT**

By consensus, Chair Moe adjourned the Park Board meeting at 5:39 p.m.

Meeting minutes taken by Aimee Kellerman, CMC, City Clerk