

**BOARD MEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT**

**Board Members:**

Janet Heg  
Brad Nelson  
Linda Reister  
Mat Engstrom  
Todd Higley

**Staff Present:**

Interim Parks and Recreation Director Audrey Cooper  
City Administrator Laura McAloon

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 5:15pm.

2. AGENDA CHANGES

no agenda changes.

3. CITIZEN COMMENTS

Items not on the agenda. Time limited per the President.

none.

4. MINUTES

A. November 21, 2025 Minutes

Motion: I move to approve the November 21, 2025 Minutes.

<b>MOVER:</b>	Boardmember Janet Heg
<b>SECONDER:</b>	Vice President Todd Higley
<b>AYES:</b>	Boardmember Brad Nelson, Vice President Todd Higley, President Linda Reister, Boardmember Janet Heg, Boardmember Mat Engstrom
<b>NAYS:</b>	None
<b>RESULT:</b>	Passed

5. OLD BUSINESS

A. Chelan Municipal Code 2.17 Review & Discussion

Park board members discussed the redlined Chelan Municipal Code for the Parks and Recreation Advisory Board. There was discussion around the removal of the requirement for the Golf Professional to attend all Park Board meetings. Interim Parks Director Cooper

shared that this code has not been updated since 2007 and that the current code reflects an old organizational structure of the department. Park board members requested that language be added to the code that states the Parks Director will provide regular reports of the commercial operations of the parks to allow for regular representation from requested Parks staff who oversee commercial operations such as the golf course, RV Park, Marina, and Putting Course. An updated redlined code will be provided at the February meeting for Park Board approval before moving to City Council for review and approval. Discussion also took place on membership and the desire to ensure that the selection of Park Board members by the Mayor is representative of the whole community.

6. NEW BUSINESS

A. Park Board Member Introductions

Park Board members, City Staff, and City Council Liasons shared introductions and a park, outdoor space, or recreational activity that has been meaningful to their life and why.

B. 2026 President & Vice-President Appointments

Parks board members nominated and voted on appointments for the 2026 President & Vice President positions.

Motion: I move to nominate Linda Reister as 2026 Parks and Recreation Advisory Board President.

<b>MOVER:</b>	Vice President Todd Higley
<b>SECONDER:</b>	Boardmember Mat Engstrom
<b>AYES:</b>	Boardmember Brad Nelson, Vice President Todd Higley, President Linda Reister, Boardmember Janet Heg, Boardmember Mat Engstrom
<b>NAYS:</b>	None
<b>RESULT:</b>	Passed

Motion: I move to nominate Todd Higley as 2026 Parks and Recreation Advisory Board Vice-President.

<b>MOVER:</b>	Vice President Linda Reister
<b>SECONDER:</b>	Boardmember Mat Engstrom
<b>AYES:</b>	Boardmember Brad Nelson, Vice President Todd Higley, President Linda Reister, Boardmember Janet Heg, Boardmember Mat

	Engstrom
<b>NAYS:</b>	None
<b>RESULT:</b>	Passed

C. OPMA Training

Park Board members discussed the OPMA training required for all elected and appointed officials every two years. Board Members requested that the training email be sent out again for those who have not completed it.

7. PARKS & RECREATION DIRECTOR AND CITY STAFF COMMENTS

A. Administrative Report from Interim Parks Director

Interim Parks Director Cooper provided an update to the Parks Board on activities within the parks department since their last meeting in November. Updates include the submission of a grant application for operations and maintenance of the boater pump out station in the marina, new golf carts at the golf course, the selection of a consultant for the golf course study, and minor capital projects anticipated this year. Photos were shared with updates on the capital renovation at Lakeside Park.

8. BOARD COMMENTS

Janet Heg shared that the technology for the virtual meeting attendance worked well. With the better technology, the Parks Board Meetings will remain at the Parks Office.

Todd Higley requested that Parks Board members bring to next month's meeting any topics of interest that they want to work into the meeting schedule for the year.

9. ADJOURNMENT

Motion: I move to Adjourn the January 15, 2026 Parks and Recreation Advisory Board Meeting.

<b>MOVER:</b>	Vice President Todd Higley
<b>SECONDER:</b>	Boardmember Mat Engstrom
<b>AYES:</b>	Boardmember Brad Nelson, Vice President Todd Higley, President Linda Reister, Boardmember Janet Heg, Boardmember Mat Engstrom
<b>NAYS:</b>	None
<b>RESULT:</b>	Passed

Meeting adjourned at 6:19pm.

