

May 21, 2026
5:15 PM

**CITY OF CHELAN
PARKS AND RECREATION ADVISORY
BOARD AGENDA**

Parks and Recreation
Administration Building
Meeting Room

1. CALL TO ORDER AND ROLL CALL
2. AGENDA CHANGES
3. CITIZEN COMMENTS
Items not on the agenda. Time limited per the President.
4. MINUTES
 - A. April 16th, 2026 Parks and Recreation Advisory Board Meeting Minutes
5. OLD BUSINESS
 - A. National Golf Foundation Recommendation Discussion
6. NEW BUSINESS
 - A. Memorial Weekend Update
 - B. Planning for Recreation Access (PRA) Grant
7. PARKS AND RECREATION DIRECTOR AND CITY STAFF COMMENTS
8. BOARD COMMENTS
9. ADJOURNMENT



City of Chelan

Parks and Recreation Advisory Board Meeting April 16, 2026

BOARDMEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT

Boardmembers:

Brad Nelson
Linda Reister
Matt Engstrom

Staff Present:

Parks and Recreation Director Audrey Cooper
Golf Professional Jim Oscarson

Council Members Present:

Councilmember Brad Chitty
Councilmember Shane Collins

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:41pm.

2. AGENDA CHANGES

None.

3. CITIZEN COMMENTS

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

None.

4. MINUTES

A. March 19, 2026 Parks and Recreation Advisory Board Minutes.

Suggestion Motion: I move to approve the March 19, 2026 Parks and Recreation Advisory Board Minutes.

MOTION:	I move to approve the March 19, 2026 Parks and Recreation Advisory Board Minutes.
MOVER:	Boardmember Mat Engstrom
SECONDER:	Boardmember Brad Nelson

AYES:	Boardmember Brad Nelson, President Linda Reister, Boardmember Mat Engstrom
NAYS:	None
RESULT:	Passed

5. OLD BUSINESS

A. Lake Chelan Golf Course Spring 2026 Report

Golf Pro Jim Oscarson provided an update on course projects, events, tournaments, and rounds played since opening day at the Lake Chelan Golf Course.

B. Chelan Gorge Park

The board discussed the lease agreement for Chelan Gorge Park ball fields with the PUD and the options available to the City to help maintain the fields and funding opportunities for future development. The board discussed ball field user groups and community organizations that could be contacted to identify current needs and funding or volunteer labor available.

6. NEW BUSINESS

A. May 5th Special Parks Board Meeting at City Council Workshop

The Parks and Recreation Advisory Board will join City Council for a Special Meeting at the May 5th Council Workshop when Richard Singer from National Golf Foundation will provide a presentation on the golf study recommendations.

B. Lakeside Park Tour

After the meeting was adjourned, Parks Board members toured Lakeside Park to see the improvements nearing completion.

7. PARKS AND RECREATION DIRECTOR AND CITY STAFF COMMENTS

Parks and Recreation Director Cooper updated the board regarding upcoming playground maintenance work at Don Morse Park, the status of the parks security contract, spring projects completed by the park maintenance team, and that opening day at the Putting Course is May 1st.

8. BOARD COMMENTS

Park Board Member Mat Engstrom asked if the organizational structure of the golf course would be included in the National Golf Foundation evaluation.

9. ADJOURNMENT

The meeting was adjourned at 6:24pm.

Parks Department – Memorial Day Weekend Update

As the City heads into Memorial Day weekend, Parks staff are focused on getting facilities, staffing, and operations ready for the start of the busy season in our waterfront parks.

The RV Park is filling up for the holiday weekend, with all Prime Sites fully booked. There are still standard RV and RV/Tent sites available. We anticipate booking more reservations between now and the holiday weekend as many guests wait for the ten-day forecast before they book a campsite this time of year.

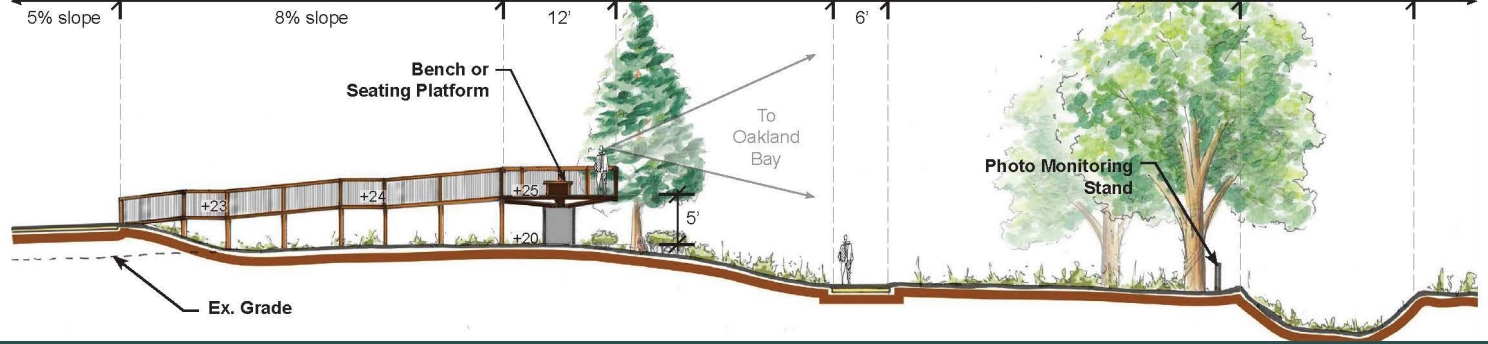
Seasonal marina staff will be working over the holiday weekend to assist with anticipated increases in boat activity. The increase of woody debris on the lake is making its way onto Park beaches and into the Marina. Staff are working to clean up debris as quickly as possible; this will be an ongoing issue this year. City staff are tracking time and expenses associated with the debris removal to seek reimbursement and assistance from WCIA and FEMA. Parks is partnering again this year with Chelan County Natural Resources to offer voluntary watercraft inspections at the Marina. Their inspection team will be set up in the Marina parking lot on select weekends throughout the season.

Phoenix Security will begin their weekend/holiday coverage starting Memorial Day Weekend. Their staff will be onsite at both Don Morse and Lakeside parks to provide a security presence and assist with communicating park rules. Chelan County Sheriff's Office will also have a presence in the parks over the upcoming holiday weekend to support a safe and family-friendly environment in the parks.

Maintenance crews have completed installation of charcoal grills and hot coal bins at both Don Morse and Lakeside parks. A-frame signage will be deployed at all paid parking lot entrances to clearly communicate park rules and parking requirements.

At Lakeside Park, fencing and parking lot striping improvements are nearly complete and will help improve traffic flow. You may notice that the chain link fencing is still on site around the playground and restroom area. Some final punch list items are nearing completion by the contractor in the restroom building and playground. We are also giving certain lawn areas as much time as possible to establish before heavy foot traffic. The goal is to fully reopen the park by Memorial Day weekend at the latest. Some areas of the park will continue to be fenced off after opening to allow plants and grass to establish.

The Parks department is thrilled to have returning parking enforcement staff this season, which reduces training time and builds on relationships established last year. Overall, the Parks department is in a good position heading into the holiday weekend and ready for increased visitation.



Planning for Recreation Access Grant Program

2026 Grant Schedule

(Consult the PRA web page for updates)

- May 13: PRISM Online open for applications
- July 15: Applications due

Grant Limits

- Comprehensive Plans: \$100,000
- Site Specific Plans: \$200,000
- No match required

Who May Apply?

- Towns, cities, counties
- Federally recognized Tribes
- Special purpose districts (ports, schools, parks, conservation, etc.)
- Qualified nonprofit organizations

How to Apply

For details, visit

<https://rco.wa.gov/grant/plan-rec-access/>

Recreation and Conservation Office

PO Box 40917

Olympia WA 98504-0917

Telephone: (360) 902-3000

Washington Telecommunications

Relay Service, dial 711

Email: info@rco.wa.gov

Website: <https://rco.wa.gov/>

Grants for Community-Led Planning to Expand Outdoor Recreation Access

The Planning for Recreation Access (PRA) grant program, created in 2021 by the Washington State Legislature, provides planning grants to help communities with limited outdoor access identify recreation needs, engage their residents, and develop plans that improve access and support future recreation investments. The planning grants are for outdoor facilities open to the public.

Grant Categories

Community-wide comprehensive plans that do the following:

- Assess existing conditions and gaps
- Set long-term visions, priorities, and timelines
- Engage the community in the planning process
- Establish eligibility in Recreation and Conservation Office grant programs that require planning

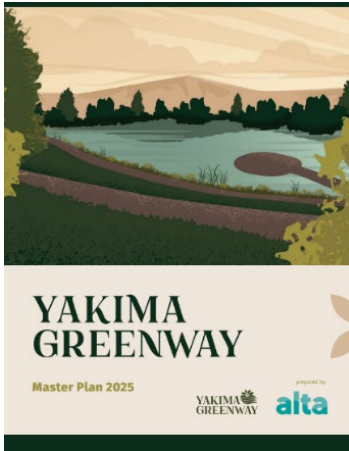
Site-specific plans that may include the following:

- Feasibility studies
- Architectural and engineering designs
- Environmental and cultural resource surveys
- Construction-ready plan sets
- Permitting

Eligible Planning Costs

- Consultant and contract services
- Staff time
- Community outreach
- Project administration

Previously Funded Project Examples

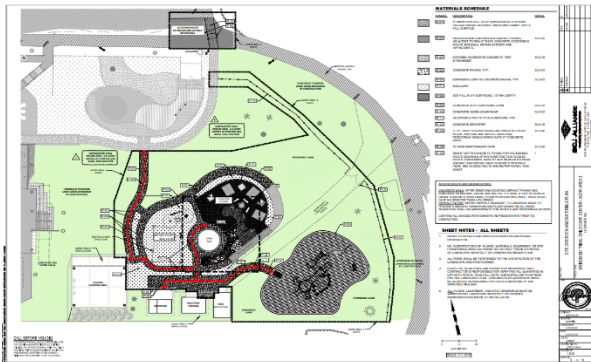
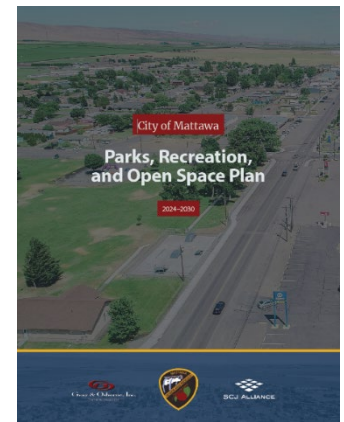


Yakima Greenway Foundation: Renewing the Yakima Greenway Master Plan

The Yakima Greenway Foundation used a \$75,322 PRA grant to hire a consultant to update its master plan that was updated last in 1995. The plan covers twenty miles and includes identifying priorities through community engagement and developing plans to incorporate accessibility and education opportunities, improve safety and road crossings, and accommodate multiple user groups.

City of Mattawa: Parks, Recreation, and Open Space Plan (PROS Plan)

The City of Mattawa, population 3,335, used a \$60,000 PRA grant to hire a consultant to guide the creation of its first PROS Plan. The project included involving stakeholders to develop a needs assessment, conducting a landscape inventory and analysis, establishing mission and vision statements, defining community goals and objectives, developing a strategic plan, setting priorities, and creating conceptual plans and a timeline for a capital improvement program.

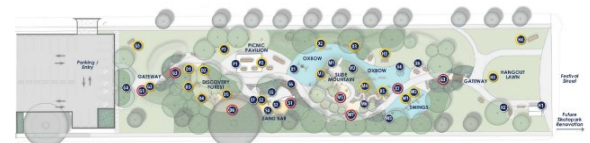


Swinomish Indian Tribal Community: Swinomish Tribe Playspace Design

The Swinomish Indian Tribal Community used a \$45,000 PRA grant to create construction-ready plans and designs for the renovation of a playground. The goals of the project were to improve safety and accessibility, provide protection from the weather, enhance learning opportunities, and better reflect community values. This project completed the final two phases of a three-phased planning project.

City of Longview: Cloney Park Inclusive Playground Design

The City of Longview used a \$250,000 PRA grant to pay for architectural designs, construction blueprints, engineering plans, and permits to redesign a park. The designs included a fully inclusive playground and restrooms and upgrades to the parking lot and lighting. The City received development funds in the following grant cycle, and the ribbon cutting will be held in 2026.



"When we design for every *body*, we design for *everybody*!"

Links to projects featured above: [Capitol Land Trust](#), [Yakima Greenway Trust](#), [City of Mattawa](#), [Swinomish Indian Tribal Community](#), [City of Longview](#).