



City of Chelan

**Parks and Recreation Advisory
Board Meeting
August 20, 2026**

BOARDMEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT

Boardmembers:

Brad Nelson
Linda Reister
Mat Engstrom
Todd Higley

Staff Present:

Parks and Recreation Director Audrey Cooper

To Be Excused:

Janet Heg

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:15pm.

2. AGENDA CHANGES

None.

3. CITIZEN COMMENTS

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

None.

4. MINUTES

- A. May 5, 2026 Parks and Recreation Advisory Board Special Meeting Minutes
- B. May 21, 2026 Parks and Recreation Advisory Board Meeting Minutes
- C. June 1, 2026 Parks and Recreation Advisory Board Meeting Minutes
- D. June 18, 2026 Joint Chelan City Council and Parks and Recreation Advisory Board Special Meeting Minutes.
- E. July 16, 2026 Parks and Recreation Advisory Board Minutes.

Suggested Motion: I move to approve the minutes from the May 5, May 21, June 1,

June 18, and July 16 Parks and Recreation Advisory Board meetings as presented.

MOTION:	I move to approve the mintues from the May 5, May 21, June 1, June 18, and July 16 Parks and Recreation Advisory Board meetings as presented
MOVER:	Boardmember Mat Engstrom
SECONDER:	Boardmember Brad Nelson
AYES:	Boardmember Engstrom, Boardmember Nelson, Boardmember Reister, Boardmember Higley
NAYS:	None
RESULT:	Motion Passes

5. OLD BUSINESS

A. Chelan Gorge Park Update

Boardmembers Nelson and Reister provided an update on meetings held over the last month with user groups of the Chelan Gorge Park ballfields on the condition of the current ballfields and the availability of athletic field space in Chelan. Estimated costs for an infield remodel and ideas for short term improvements were provided.

B. Athletic Field Use & Fees Policy

Director Cooper provided an updated policy with incorporated feedback from the board following the July meeting discussion on the athletic field use and fees policy. The board recommended moving forward with the policy to present to City Council.

C. Golf Course Update

Director Cooper shared an update on items related to the golf course following the joint June meeting, including the progress of developing an in-house business plan by staff and the issuance of an RFP to collect cost estimates from 3rd party operators for City Council to evaluate. Operational updates included progress on the irrigation replacement project, updating golf course photos for marketing, and website updates.

6. NEW BUSINESS

A. 2027 Budget

Director Cooper shared the key Council Meetings dates related to the Parks Department's budget for the fall. A presentation of the draft 6-year capital improvement plan for the parks department was provided and discussion by board members took place on the items

on the CIP. A draft 2027 Rates & Fees with recommendations by parks' staff was reviewed and discussed by the board.

B. Interpretive Signage Locations

Director Cooper presented several identified potential locations for interpretive signage within the parks and trail system with the potential to work with the Tribes on developing interpretive signage in the future.

C. Rescheduling October Parks & Recreation Advisory Board Meeting

Board members discussed availability to reschedule the October Board meeting. No date was confirmed during the meeting.

7. PARKS AND RECREATION DIRECTOR AND CITY STAFF COMMENTS

Director Cooper provided updates on the revenue, rounds, and occupancy of the RV Park, Golf Course, Marina, and Putting Course in the month of August. Additional updates include a response from FEMA with the likelihood that funds will be made available to the City for reimbursement of costs associated with woody debris clean-up, initial feedback from RCO on the planning grants applications, and in-house development/update on the maintenance management plan.

8. BOARD COMMENTS

Boardmember Higley shared that he needs to step down from the Parks and Recreation Advisory Board due to availability and conflicts with work.

9. ADJOURNMENT

The meeting was adjourned at 6:31pm.

MOTION:	I move to adjourn the meeting
MOVER:	Boardmember Mat Engstrom
SECONDER:	Boardmember Todd Higley
AYES:	Boardmember Engstrom, Boardmember Higley, Boardmember Nelson, Boardmember Reister
NAYS:	None
RESULT:	Motion Passes

**The meeting was adjourned
at 6:31 P.M.**

**Date
Approved:**

Audrey Cooper
Parks and Recreation Director

[NAME]
Chair