



PRC PARK BOARD MEETING MINUTES

WRITTEN BY: Melonie Trang, Administrative Support

MEETING PURPOSE: Monthly Park Board meeting

MEETING DATE: November 12, 2025

LOCATION: Rose Park Pool Conference Room, 1600 21st Street West

ATTENDEES:

PRC Board Members: Thom MacLean, Jami Clark, Jon Thompson, Maia Dickerson, Melissa Henderson, Laura Drager

PRPL Staff Members: Gavin Woltjer, Interim Director, Cole McQuillan, Parks Superintendent; Kory Thomson, Recreation Superintendent; Brad Wright, Parks Planner; Jake Milliron, Community Outreach & Engagement Coordinator

City Staff Members: Kevin Iffland, Assistant City Administrator

MEETING CALLED TO ORDER: 11: 35 am; the board arrived at 11am to attend the Rose Park Trail ribbon cutting. Following the ribbon cutting, the board met at the Rose Park Pool building to hold their monthly meeting.

PUBLIC ATTENDEES: Matt Stricker and Ron Cole with Par3 Golf Course

ADDITIONS TO THE AGENDA: None

APPROVAL OF MINUTES: Chairman MacLean entertained a motion to approve the October 8, 2025, meeting minutes. ***Board member Laura Drager made a motion to approve the October minutes. Board member Jami Clark seconded. On a voice vote, motion passed.***

INTERIM-DIRECTORS REPORT:

Interim Director Gavin Woltjer said he has paused discussion of the Disposition of Property list until after the first of the year when the newly elected officials (mayor and council) come on board. He is looking at bringing it back to the board either in January or February.

Mr. Woltjer noted that City Council has approved of the pump track for installation at Coulson.

Board member Dickerson asked when the pump track would be done. Mr. Woltjer said we need to work out the footprint and then it should not take long to get it done.

PUBLIC/BOARD COMMENT:

Attendees Matt Stricker and Ron Cole spoke on the partnership between the city and Exchange City Par3. They expressed it has been a great relationship and is partly due to Gavin Woltjer involvement. They highlighted a few of the following items: Par3 has two of the biggest senior leagues in the city, each year they give out a junior season pass, this year they built a brand-new fire hydrant that will service the neighborhood and course, Par3 golf course has been around since 1979.

Board member Jami Clark asked who they were employed by, and if it was the city. Mr. Stricker said the Exchange City Golf Course. No employee is a city employee.

Board member Jon Thompson brought up the payment made to the city annually. The last amount paid to the city was around \$20,000. This past year those funds were approved by the Parks Board to be kept by Exchange Club to be used for the new fire hydrant.

Board member Maia Dickerson asked if there have been any changes in the number of driving range balls that go missing and need to be replaced. Mr. Stricker said no, it is about the same, around 7-10 thousand.

Board member Thompson asked if they ever got any of the balls back that are lost in the ponds. Mr. Stricker said yes, we get some back.

NEW BUSINESS:

A. Parks/Forestry Update - Parks Superintendent Cole McQuillan:

- Parks staff finished with winterization
- Staff are out mulching leaves
- Starting to get ready for discussion on the CIP (Capital Improvement Projects) and budget.
- Down to 1-2 seasonal staff; one working in the Forestry Division
- Due to the nice weather, Forestry is doing tree trimming/pruning

Board member Maia Dickerson asked about the leaf bins at several of the parks. Mr. McQuillan said those are put out and maintained by Solid Waste for leaf collection.

Board member Jon Thompson asked about Harvest and Olympic repairs from damages occurred from TDS. Mr. McQuillan said they were repaired so staff could winterize the area. He said the final test will be this spring when we do start up. Mr. Woltjer said Cole has kept a running total spreadsheet of costs accrued from the damages.

Board Chair MacLean asked if the department maintains the trees downtown. Mr. McQuillan said it depends on the location. Mr. MacLean named a couple of trees that

need to be looked at. Mr. McQuillan said any trees located up and down Broadway and along Montana Avenue up to 4th Avenue are in a PMD so those trees along there would be ours to take care of.

B. Recreation Update - Recreation Kory Thomson:

- Semi-annual report is finished; this includes stats/information on the department from January-June of this year.
- Winter/spring activity guide went out last week; the summer/fall guide will be sent off on February 15 to the printers
- Most of the fall programs have wrapped up
- Last week of tournaments for the adult co-ed volleyball
- Participation numbers this past summer were as good as it has been
- Rec2U really grew this past summer; a lot of the camps were full
- Programs are covering the direct costs

C. Projects Update – Parks Planner Brad Wright:

- Concrete prep work is completed at the Pioneer Park basketball court; they should be pouring concrete today.
- Automated irrigation project is underway at Millice Park, contractor is on site
- Contractors should begin work on the Rose Park pool fencing at the end of month
- Painting is complete on the Arnold Drain trail; grant has been extended to the end of year
- Concrete is complete and the final walk through is scheduled for the Big Ditch trail
- Currently reviewing a new location for the Swords/Rimrock shade structure
- A contractor has been selected for the South and East shop roof repairs
- Coulson pump track is on hold due to a conflict with the location and Phillips 66 pipeline. We are working on a MOU between the City and Pedal United
- Foundation and bases for the Skatepark lighting have been installed; poles will arrive later

D. Parks Board Discussion – Chairman MacLean:

Board member Thompson asked for an update on the proposed memorial sculpture placement up on the Rims/Swords Park that was recently discussed on social media. Mr. Woltjer said he has met with the gentleman to discuss his request. Due to several factors which include; the Public Arts Policy just being approved, the establishment of an art committee not being formed yet and the lack of more information on the placement and care of the piece, no decision will be made at this time on the requested proposal of the memorial sculpture.

Board member Thompson brought up concerns about the removal of Cottonwood Park from the CIP by City Council. Mr. Woltjer said as of right now, we are doing an in-house assessment of costs to do phase 1 of the project and maintenance. At this time the department does not have the funds to do Phase 1 or keep up with the maintenance costs. Mr. Woltjer said he has a proposed alternative to add Cottonwood to the FY28 CIP. He said Public Works is doing a storm water master plan off 54th and we believe we could leverage storm water dollars to move a lot of the dirt for us, allowing us to take the \$600,000 a lot further in the development of that park. He said he has spoken with the Public Works Director and Engineering on how we can maximize the dollars for the biggest impact to the community.

Adjournment: 12:38 PM

(Please note these are summary minutes; this meeting is audio recorded and available to the public for any additional information discussed)