



PARKS & EVENTS COMMISSION MEETING MINUTES MARCH 11, 2025

This meeting was conducted in person and remotely via Zoom.

CALL TO ORDER: Commission Chair Emily Anderson called the meeting to order at 4:59 pm.

Commission Members: Emily Anderson, Amanda Frame, and Paul Sweum were present.

Councilmember Ethan Benson was not present.

City Staff:

Jeff Hamlin, Parks & Public Works Director; Dylan Gamble, CIP Project Manager; Nicole Wiebe, Community Liaison; and Deana Dean, City Clerk.

PUBLIC COMMENTS

1. Commission Introductions led by Chair Anderson. Each commissioner introduced themselves and provided a brief background. Staff introduced themselves and also provided brief backgrounds.

AGENDA APPROVAL: It was moved by Commissioner Sweum, seconded by Commissioner Frame to approve the agenda which unanimously passed.

COUNCIL LIAISON REPORT: There was no council liaison report.

MINUTES:

2. It was moved by Commissioner Sweum, seconded by Commissioner Frame to approve the minutes dated March 18, 2024, which passed unanimously.

REGULAR BUSINESS

3. Cricket Field. This topic was introduced by Commissioner Anderson to consider a home cricket field. Additional information provided by Parks & Public Works Director Hamlin and Community Liaison Wiebe. Discussion included where to put a field, dimensions needed, and options. Staff indicated two fields are acceptable, Jeanne Hansen and Centennial, with preference given to Centennial as it is more wide open and better accommodates the sport in terms of size. Staff spoke of the procedures for reserving fields. It was noted that this topic was addressed within the PROST plan. Further discussion included additional maintenance responsibilities by the city, adequate parking, other locations they currently play, feasibility, and access to reserve. Commissioner Frame suggested looking at what other cities are doing. If there is a desire and a group approaches the city, the city will attempt to accommodate. Commission agrees with the intent of adding cricket to fields per the PROST plan, so long as it aligns with maintenance goals of the city.

It was moved by Commissioner Sweum, seconded by Commissioner Anderson to support a cricket field at Centennial and/or Jeanne Hansen with city staff managing site feasibility and maintenance. Motion passed unanimously.

4. Communication Boards. This topic was introduced by Commissioner Anderson who provided a visual example and recommends a communication board be installed at the inclusive playground(s). Discussion followed and it was noted staff has investigated placing these at Riverview, Centennial, the Splashpad, and two to be included during upcoming park updates pending funding. CIP Manager Gamble will prepare a rough draft proposal and send to commission members for their review.
5. Commission Meeting Schedule and Expectations. This topic was introduced by Commissioner Anderson who provided the Parks & Events Commission proposal from Fall 2024. Discussion included function of the commission, meeting times, commissioner terms including positions and expirations, student/youth advisory position, creation of a commission priority list for immediate and long-term projects, more consistent communication between the Commission and Parks & Public Works Committee, review of the Handbook, and provide biennial budget recommendations without providing direction to staff. Commissioner Sweum noted that if that last item occurred in the past, that it was unintentional. The commission agreed to meet the 2nd Tuesday at 5pm every other month starting in March, to consider a student/youth advisory position in the future once the commission becomes more consistent, and to attend the first Parks & Public Works Committee meetings on even numbered months to provide updates and support either in writing or orally at the meetings.
6. Parks Projects updates provided by CIP Manager Gamble and included review of the CIP parks improvements program noting they are prioritizing parks that failed or are failing and then working down the list. The timeline is to start this year and complete the work over the winter. The need for playgrounds has been captured in the PROST plan and smaller projects that will need this commission's input include the re-development of Railroad Park. It is the intent to engage a consultant as soon as this summer for design options. Discussion followed about downtown including parking, Town Center Phase 3, and an update on grants for the community center expansion.

SPECIAL EVENTS REPORT: Update provided by Nicole Wiebe, Community Liaison and included April events - teen flashlight egg hunt, little kid egg hunt, volunteer appreciation event, arbor day, and the March 29th Plein Air Pop Up class demo. Wayfinding signage is being installed and staff are about 50% finished.

FOR FUTURE DISCUSSION:

- Chair elections
- Creating a priority list
- Update on Community Center Expansion (YMCA)

The next regular meeting is scheduled for May 13, 2025, at 5:00 pm.

ADJOURNMENT: The meeting was adjourned at 7:13 pm.

Minutes taken by Deana Dean, City Clerk.

Recorded meeting audio is available on the City website after the meeting.

Minutes approved at the May 13, 2025, Parks & Events Commission Meeting.