



City of Auburn
Recreation Department
Dawna LaBonte, Director
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Parks and Recreation Advisory Board Meeting Minutes

Date: Wednesday, October 8, 2025 **Time:** 4:30 pm **Location:** PAL Center

1. Call to Order and Approval of Minutes

- **Roll Call:** The meeting was called to order at 4:31 pm.
 - **Present:** Misty Edgecomb, Haley Warden, Corey Kinnan, Philip Savignano, Julia Bergeron-Smith
 - **Absent:** Dawna LaBonte
 - **Staff:** Jeremy Gatcomb
 - **Approval of Minutes from August:** The August 2025 minutes were not approved at this meeting and will be reviewed and approved at the November meeting.
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2. Department Update

- **Rec Department Update – Dawna (via Misty)**
 - Our Football program is nearing completion, and the teams have demonstrated exceptional performance. We are launching the Fall Softball and Fall Basketball leagues. Jody's trips are continuing as scheduled and will naturally decrease in frequency as we transition into the winter season.
 - The annual Fright Festival is scheduled for October 30th at Festival Plaza, maintaining the successful format from last year. We would be delighted to have the board members join us for this event!
 - The Winter Program Brochure is now available, and registration for all winter activities is open and accessible on our official website.
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3. New Business/Open Session for Public

- **Nominations for New Leadership Positions**
 - The Board discussed the upcoming vacancies for the **Chair and Vice-Chair** positions. Nominations and votes will occur at the November meeting.
 - The Board agreed to hold the election at the November meeting.
- **Skate Park Interest**
 - Misty reported back about the discussion she had with an Auburn resident about on the community interest surrounding a potential **Skate Park**. He thought that Lakeview Park would be a great spot, given that you can build up a skate park, rather than need to dig into the soil,

which is not a possibility for that park. Misty would like to create a subcommittee to further discuss planning around the skate park.

- **Other areas of discussion**

- The group discussed that there will soon be three vacancies on the advisory board, and they were collectively going to inquire with other Auburn residents about joining.
 - The group also discussed inviting City Manager, Phil Crowell, to the November or December meeting to get guidance on the board's areas of advisory as well as share some of the board's priorities for 2026.
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4. Work in Progress

- **SWOT Park Tour - PAL Center**

- The Board members who participated in the recent **SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis tour** of the PAL Center grounds provided their feedback.
- **Strengths**
 - Brand new building, built with youth in mind, and contains all needed rooms/equipment for programming (gymnasium and teen room) and resources (meals, lockers, showers, laundry, etc.)
 - Check-in process adds level of security (desk and school IDs)
 - Closing the through street added safety for youth walking to and from PAL
 - Engagement from other programs, like CMCC culinary program cooking Wednesday meal or art programs coming into space
 - Offices for program staff are "right where the action is" and offer great visibility in and outside
 - 70+ youth are utilizing the program any given day
 - New PAL Director has extensive knowledge about the building and city priorities due to former position as grant manager with the city.
 - The head of PAL programming also has extensive knowledge but with youth programming and engagement, given his many years with the program and working in the field.
- **Weaknesses**
 - Bathroom setup means low visibility (bullying/harassment could take place)
 - Air hockey table in the hallway – incredibly loud for staff and youth (though the youth don't seem to mind)
- **Opportunities**
 - The gymnasium will allow for programming to help fill Rec department voids, such as high school basketball league.
 - Other organizations and schools (Like Bates) have shown interest in coordinating internships, mentoring, etc.
- **Threats**
 - New buildings/leadership means a transition period. Not a true threat but something to keep top of mind as the staff and programs settle in the new space.

5. Adjournment

- A motion was made by Haley Warden and seconded by Corey Kinnan to adjourn the meeting.
- The meeting was adjourned at 5:50pm.

Next Advisory Meeting

- **Date:** Wednesday, November 12, 2025
- **Time:** 4:30 pm
- **Location:** Senior Center