

Burlington Parks & Recreation Advisory Board

Monday, January 9, 2017 at 5:30PM

@ Burlington Parks and Recreation Center

900 E. Fairhaven Avenue

(Use South Entrance off Washington Avenue)

Agenda:

CALL TO ORDER

Keith Chaplin

APPROVAL OF MINUTES

Keith Chaplin

OPEN COMMENT

Keith Chaplin

OLD BUSINESS

1. Suggestions, Questions for interview panels

Brittany Johnson

2. Revised Cost Estimate – Maiben Renovation Project

Bryan Harrison

NEW BUSINESS

3. Discussion: Los Aztecas Request for Reduction in Field Use Fees

Keith Chaplin/Shelley
Johnstone

4. 4th Quarter Parks & Cemetery Report

Craig Bloodgood

5. Schedule BPR Walk-thru

Christi Kinney

Next Meeting: Monday, 02/06/2017 @ 5:30PM

Enclosures

:12/05/16 Meeting Minutes

Updates for January 9, 2017 Meeting

OLD BUSINESS

1. Suggestions, Questions for interview panels. The interview phase of recruitment for the Parks and Recreation Director is scheduled to take place January 18 & 19. The board will discuss suggestions for interview questions and panelist candidates.
2. Revised Cost Estimate – Maiben Renovation Project. Bryan will share the latest info from landscape architect, Bob Droll.

NEW BUSINESS

3. Los Aztecas' Request for Reduction in Field Use Fees. Board members are asked to weigh in with cost reducing strategies for the league.
4. 4th Quarter Parks & Cemetery Report. Craig will update the board on the tasks that kept his crew busy during 2016's last quarter.
5. Schedule BPR Walk-thru. Setting up a quick tour of the Parks and Recreation building was suggested during the December board meeting. Scheduling a date and convenient timeframe will be discussed. Christi will have copies of a memorandum to share from Public Works Director, Marv Pulst that outlines his recommendations for needed upgrades to the building.

CITY OF BURLINGTON
PARKS and RECREATION ADVISORY BOARD
Monday, December 5, 2016 Meeting Minutes

Board Representatives in Attendance

Board Members: Bill Black, Keith Chaplin, Ronda DeGloria, Jim Iversen and Rachel King.

City Council Members: Ted Montgomery.

City Staff: Craig Bloodgood, Bryan Harrison, Brittany Johnson, Shelley Johnstone and Christi Kinney.

Guests: Juan Jose Maldonado and Manuel (Tony) Brito, representatives of Los Aztecas Soccer League.

MEETING CALLED TO ORDER by Chairperson Keith Chaplin at 5:32PM.

MINUTES: Jim Iversen motions to accept the minutes of the 11/07/2016 board meeting as printed; Ronda DeGloria seconds the motion. All are in favor; motion is carried.

OPEN COMMENT

Los Aztecas Men's Soccer League. League representatives, Juan Maldonado and Manuel Brito are seeking the board's assistance with difficulties the league is currently facing. The league was formed in 1990 with the primary intent being one of support to the immigrant population. They began using Skagit River Park playfields for weekly league games approximately 12 years ago. They have faced diminishing membership in recent years, down to 18 teams in 2016 compared to 48 teams at the league's peak. They feel expenses associated with field use are the primary driver behind the dwindling numbers. They would like to restore the league to vitality, and also to expand its endeavors to include opportunities for women and at-risk youths. Juan and Manuel ask the City to consider reduced field use fees. Board members agree to explore ideas at the January meeting as a step towards arriving at a solution for all involved. It is suggested to include grant opportunities, sponsorships, incentives and eligibility thresholds in the discussion. Craig Bloodgood will research an overall cost estimate for maintenance and upkeep of the playfields so that discussion of fee reduction will have a baseline to begin with.

OLD BUSINESS

Revised Cost Estimate for Maiben Renovation Project. Bryan Harrison reports that Bob Droll is still working on an updated cost estimate that will include suggestions made at the October neighborhood meeting. Bryan expects to receive the update by year's end, but anticipates a \$2,000,000+ price tag. Refining a feasible sequence for project phasing will come next. Ultimately, the proposal will be presented to council for consideration where funding sources will be assessed. Board members will save the topic for further discussion at the January meeting when an updated cost estimate should be available.

Discussion – CIP Priorities. A list of projects and equipment submitted with the 2017-2022 Capital Improvement Plan was included with agenda packets. City council will evaluate CIP funding priorities at their December 8 meeting. Board members discuss the CIP and craft a short list of recommendations for council to consider. Keith Chaplin will attend the December 8 meeting to share the board's top recommendations: (1) perform a comprehensive community survey that will help determine where the department's focus should be in upcoming years; (2) purchase of a new tractor to replace the Parks Department's 1999 machine; (3) hire a consultant to survey an area of the Green Hills Cemetery to assess the potential for a second urn garden since the current one is nearly full; and (4) augment water lines at Skagit River Park to expand irrigation to the park's West Playfields – a much needed resource underscored by the fact that the temporary irrigation source used in

recent years will no longer be available. Replacement of the torn-down playground at Rotary Park and the addition of a modest restroom building at the popular neighborhood park is also discussed as a priority for the near future.

Interview Strategy for Director Candidates: Christi Kinney shares that she has submitted her application for consideration as a Parks and Recreation director candidate; she recuses herself for this discussion. Brittany Johnson reports that 15 applications were received during the recruitment process, some from out of state. She will first perform an initial rating of all 15 then ask Bryan Harrison to review. The next step will be to host Skype interviews the first week of January to determine whether to proceed with in-person interviews for the out-of-state candidates. Those first steps will result in selection of the top 5 candidates for interviews. A community open house/reception will be held for meet & greet with the candidates, followed by a series of 2 to 3 interview panels comprised of a mix of representatives from the parks board, city council, city staff and the community. Recommendations will then be shared with Mayor Sexton. Wednesday/Thursday, January 18-19 is suggested as a reasonable timeframe for the reception and interviews. Early March is the target timeframe to have a new director onboard.

NEW BUSINESS

Recreation Annual Report. Christi Kinney shares a handout with board members that highlights a variety of recreation opportunities available in the Skagit community. She offers a brief rundown of the different camps and classes she offered in 2016 which included the popular summer camps. Classes offered included art and illustrating, photography, duck decoy carving, yoga, and also boot camp style programs all of which saw good participation numbers throughout the year. The annual Recreation events received good turnout and comprised All Comers Track Meets, Daddy & Daughter Sweetheart Dance, Kids Giant Garage Sales, Holiday Vendor Market and Scrapbooking Swap Meet. Christi says changes can be expected during the City's Berry Dairy Days and Harvest Festival events in 2017. Berry Dairy Days will see expanded activities during the Friday Night Fireworks Show as well as an improved fireworks display. The date of the 2017 Harvest Festival will serve as a reminder for some of the tragic Cascade Mall shooting's first anniversary. Christi explains that the sponsors of the 2016 festival left their sponsorship dollars with the City to help create an even more robust 2017 festival. They hope that it will offer a token of thanks to the community support offered in the wake of the tragedy, and that it might also serve to honor the victims of the tragedy in some small measure.

Christi shares a few ideas for new events she would like to pursue in 2017. One that she is particularly excited about is a December "Trail of Lights" event. She envisions lighting a sequence of trees in an array of colors at Lions Park and along the SR-20 trail. The winter event would include carolers, hot cocoa and family friendly activities. She is also excited about the possibility of a Run event in the fall - - "Shiver on the River" 1m/5k run. Two other projects from Christi's ambitious 2017 goal list are coordinating a Movie Night to tie in with the Library's Quidditch event in July and also replacing last summer's poorly attended "Farmers' Market" featured with the Summer Nights concerts with a variety of children/family friendly entertainment.

January Meeting Date. Board members agree to change the regular meeting date of January 2 to January 9 in hopes of avoiding possible conflicts with vacations around the holidays.

ADJOURNMENT: Ronda DeGloria motions to adjourn the board meeting; Rachel King seconds the motion. All are in favor; meeting is concluded at 7:34PM.

NEXT MEETING: Monday, January 9, 2017 at 5:30PM at Burlington Parks and Recreation Center.

Minutes transcribed by Shelley Johnstone, Parks and Recreation Secretary