

Burlington Parks & Recreation Advisory Board
MEETING AGENDA

Tuesday, 08/10/2021, 6:00PM

[Virtual Zoom Meeting](#)

Dial in: 1-253-215-8782

Log in: <https://tinyurl.com/129eem5v>

Meeting ID: 859 9970 0682

Passcode: 241233

CALL TO ORDER	Darla Chafe
APPROVAL OF MINUTES (07/13/2021)	Darla Chafe
OPEN COMMENT	Darla Chafe
OLD BUSINESS	Darla Chafe
1. Updates:	
• Dog Park	Jim Rabenstein
• SRP Irrigation	Jim Rabenstein
• Fee Schedule Proposed Changes	Shelley Johnstone
NEW BUSINESS	Darla Chafe
2. Rec Report	Sarah Ward
3. Rush Cup Tournament	Jim Rabenstein
ADJOURN	Darla Chafe

Next Scheduled Meeting:
Tuesday 09/14/2021 @ 6:00p.m.

Enclosures:

: 07/13/2021 Meeting Minutes

: Fee Schedule, Options for updates to Field Lining Fees

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 07/13/2021 Meeting Minutes
(The board meeting is conducted via Zoom due to COVID restrictions)

Representatives in Attendance

Board Members: Marylynn Baker, Bill Black, Craig Bloodgood, and Rob Norman

City Council Members: Keith Chaplin and James Stavig

City Staff: Parks & Recreation Director Sarah Ward, Parks Supervisor Jim Rabenstein, and Parks & Recreation Secretary Shelley Johnstone

Guest: Elizabeth Turman-Bryant

MEETING CALLED TO ORDER by **Parks & Recreation Director Sarah Ward** at 6:04PM.

MINUTES: A motion to approve the minutes of the 06/08/2021 meeting as written is made by **Craig Bloodgood/Keith Chaplin**. All in favor; motion is carried.

OPEN COMMENT

Parks Board Applicant: **Sarah Ward** introduces guest **Elizabeth Turman-Bryant**. **Elizabeth** has submitted an application for a board position and joins the meeting to introduce herself to its machinations function. **Sarah** invites **Elizabeth** to jump in with any questions or comments.

Cemetery Trees. **Craig Bloodgood** asks **Jim Rabenstein** about the three dead trees on the north end of the cemetery. **Jim** replies that it will be best to have a tree service handle the removal and his intention is to budget for the service in 2022.

PUD Temp Meter. **Keith Chaplin** asks if the temp meter finally acquired by PUD has made an impact at Skagit River Park. **Jim Rabenstein** responds that it has made a difference and will keep the turf from dying off, but the West Playfields are in rough shape. They would be in much better shape had they been able to begin irrigating earlier as they would have in a normal year. **Keith** comments that he would have liked to have seen a solution presented long before now.

Board Meeting Formats. **Sarah Ward** enquires about board members' preferences for either returning to in-person meetings or continuing with Zoom virtual meetings. **James Stavig** states that his preference is a hybrid version where members have the option between both. The consensus among those present is the same. The August board meeting will offer the option of attending in person at the Parks & Recreation building or logging in via Zoom.

OLD BUSINESS

Updates:

Dog Park. **Jim Rabenstein** reports **HBB Landscape Architects** was selected from the three RFP applicants. Jim shares that the presenting architect, **Juliet Vong**, was a consultant on the recent PROS Plan project and did exceptional work. He feels confident that HBB will provide the City with an excellent product. HBB will map out options that will include the potential for restrooms and a dog wash station at the selected location of Jack & Helen Doyle Memorial Park.

SRP Irrigation. **Jim Rabenstein** reports that council recently approved the installation of a PUD meter location at Skagit River Park's West Playfields. With approval for the permanent meter, Jim was able to obtain a temporary PUD meter to begin irrigating the West lobe. At this late date, **Jim** says the irrigation from the temp meter will at least keep the turf from dying off completely.

James Stavig comments that he will appreciate seeing the different options for irrigation application and the pros & cons associated with each. **Jim** plans to have price comparisons for the 2022 budget cycle's presentation to council.

Park Signage. **Jim Rabenstein** reports that delays continue with the materials used in the construction of the signage on order. An update from the vendor, Vacker Signs, explains that the supply of the HDPE (high density polyethylene) has been severely impacted first by the pandemic and more recently with the catastrophic Texas winter storms. Over 80% of the HDPE producing plants in the U.S. have been affected. The quote given to the City remains valid. Vacker offers that they do feel as if things are improving and hopes to provide a more promising update soon.

NEW BUSINESS

Fee Schedule Update. Copy of proposed updates to the Parks & Recreation Fee Schedule has been provided with members' agenda packets. **Shelley Johnstone** explains that the catalyst behind the timing for the fee changes is a recent contract renewal that resulted in increased fees from the City's portable restroom provider. Along with those necessary changes are proposed updates to Field Rental Fees and Miscellaneous Fees in areas where it was found adjustments could be helpful. **Jim Rabenstein** comments that the City's field use policy was revamped in 2018 which included a reformatting of fees associated with field rentals. He knew at that time that some fine-tuning might be needed. **Marylynn Baker** asks how the changes in fees will affect groups already holding playfield reservations. **Shelley** replies that fees will be honored for groups who have confirmed permits in place; any new enquiries will be advised of the impending fee change. With no further questions from board members, the proposed change will be presented to city council in the near future for review and hopefully adoption.

Rec Report. **Sarah Ward** reports that registration for B-E Youth Soccer (B-EYS) resulted in great numbers for the fall season with over 360 players and 42 teams. Eighteen local businesses and organizations have stepped up to offer team sponsorships. Twenty coaches are still needed; **Sarah** asks board members to spread the word among their contacts. B-EYS has been asked to take the lead in developing the COVID-19 safety plan for all of Skagit Valley Youth Soccer's member clubs. Challenger Soccer and Skyhawks Sports, two organizations contracted by the City to host sports camps, have also seen great registration numbers. The first meeting of the organizing committee for the 2021 Veterans Day Parade will take place on July 21.

Firecracker Tournament. **Jim Rabenstein** reports the first tournament of 2021 took place June 25-27 at Skagit River Park playfields. The "Firecracker Invite" hosted 211 youth soccer teams which is slightly less than a normal year; but, it's still considered a good turnout given the ambiguous circumstances of the COVID-19 pandemic. Tournament directors opted to not allow overnight camping at the event and food vendors were not invited to participate which made managing the ever changing situation of the pandemic simpler. The tournament took place over the weekend with record breaking temperatures. **Jim** says organizers closely followed Washington State Youth Soccer's operating standards for extreme heat and no heat-related injuries reported. He adds that the next large tournament, the Washington Rush Cup, will take place July 30-August 1. The tournament currently has 264 teams registered.

ADJOURNMENT: **Sarah Ward** adjourns the board meeting at 6:56PM.

NEXT MEETING: August 10, 2021, 6:00PM

Minutes transcribed by Shelley Johnstone, Parks & Recreation Secretary

Burlington Parks & Recreation
Options for Field Lining Fee Updates

	Current Fee	OPTION 1		OPTION 2		OPTION 2	
		City's Hard Cost	Proposed Fee	Hard Cost +10%	Proposed Fee	Hard Cost +20%	Proposed Fee
Initial Linings & Rotations							
Soccer	\$100.00	\$88.75	\$120.00	\$97.63	\$132.00	\$106.50	\$145.00
Rugby		\$120.50		\$132.55		\$144.60	
Lacrosse		\$120.50		\$132.55		\$144.60	
Ultimate		\$60.25		\$66.28		\$72.30	
Football	\$100.00	\$216.50	\$217.00	\$238.15	\$239.00	\$259.80	\$260.00
Soccer-Micro	\$25.00	\$46.00	\$46.00	\$50.60	\$51.00	\$55.20	\$55.00
Field Relinings							
Soccer	\$50.00	\$38.25	\$53.00	\$42.08	\$58.00	\$45.90	\$65.00
Rugby		\$52.50		\$57.75		\$63.00	
Lacrosse		\$52.50		\$57.75		\$66.90	
Ultimate		\$31.75		\$34.93		\$38.10	
Football	\$50.00	\$105.70	\$106.00	\$116.27	\$117.00	\$126.84	\$130.00
Soccer-Micro	\$12.00	\$28.50	\$29.00	\$31.35	\$32.00	\$34.20	\$35.00