

Burlington Parks & Recreation Advisory Board

MEETING AGENDA

Tuesday, 03/08/2022, 6:00PM

[Virtual Zoom Meeting](#)

Dial in: 1-253-215-8782

Log in: <https://tinyurl.com/4eabydjm>

Meeting ID: 840 7314 1879

Passcode: 225384

CALL TO ORDER	Darla Chafe
APPROVAL OF MINUTES (02/08/2022)	Darla Chafe
OPEN COMMENT	Darla Chafe
OLD BUSINESS	Darla Chafe
1. Dog Park Project Update	Greg Young
2. Alpha Park Improvement Plans	Greg Young
3. RCO Grant	Christi Kinney
NEW BUSINESS	Darla Chafe
4. Rec Report	Christi Kinney
5. Parks Report	Jim Rabenstein
6. Parks & Rec Board Appointment	Greg Young

ADJOURN

Next Scheduled Meeting:
Tuesday, April 12, 2022 at 6:00PM

ENCLOSURES:

: 02/08/2022 Board Meeting Minutes

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD

Tuesday, 02/08/2022 Meeting Minutes

(The board meeting is conducted via Zoom due to COVID restrictions)

Representatives in Attendance

Board Members: Marylynn Baker, Bill Black, Rob Norman, Cori Peck, and Elizabeth Turman-Bryant

City Council Members: Jamie Weiss

City Staff: City Administrator Greg Young, Recreation Coordinator Christi Kinney, and Parks & Rec Admin Specialist Shelley Johnstone, Parks Supervisor Jim Rabenstein

MEETING CALLED TO ORDER by Parks Supervisor Jim Rabenstein at 6:04PM.

MINUTES:

A motion to approve the minutes of the 01/11/2022 meeting as written is made by Rob Norman/Marylynn Baker. All are in favor; motion is carried.

OPEN COMMENT

OLD BUSINESS

Dog Park Progress Report. The most recent update to the dog park's concept plan reflects that the restroom building's location has been shifted slightly to the west, down slope of the initial plan. **Jim Rabenstein** explains this as a cost saving measure to avoid the extra fill which would have been needed to accommodate the slope. A cost estimate is still in the works. **Jim** feels a great deal of the project can be accomplished using in house expertise and resources. Fencing and connection to PUD water are two items that will need to be outsourced. The restroom building is already on order with delivery anticipated in early spring. The goal is to have details finalized by the time it arrives so that the project can begin in earnest shortly thereafter.

Alpha Park Improvements, Survey. **Jim Rabenstein** reports that the recent survey of the park indicates that BNSF Railroad owns a great deal more of it than expected. **Greg Young** has been trading phone calls with BNSF in effort to set a meeting about the potential project. The hope is that an agreement can be developed so that the project which could be mutually beneficial to both parties can proceed. **Jim** mentions that continuing HWY-20 Trail into the downtown area could be another focus. In order to use the funding from the Complete Streets grant, the project must be underway by April. In response to a question posed by **Elizabeth Turman-Bryant**, **Greg** shares that he has learned murals would not qualify as an allowable expense within the framework of the grant. It does, however, allow for other hardscape beautification such as planter boxes and art features. **Elizabeth** adds that she has received input from a neighbor about possible use of the funding; she will forward via email.

SRP Irrigation / Boom Carts. With City Council approval, the boom carts have been ordered from Farmers Equipment. **Jim Rabenstein** reports that the boom carts are in stock at Farmers, but delivery of the hose reel components that work in tandem with the boom carts is delayed. The hose reels appear to be caught up in the global shipping delays. Farmers estimates a late March delivery, roughly. **Jim** says that it is typical for his crew to begin irrigation in May or June, so there is a little buffer if further delay occurs. Farmers will offer training to the crew once all components have been received.

Park Entry Signs. **Jim Rabenstein** reports that some progress has finally been made with the park signs ordered in May 2021. Vacker Signs has now received the materials needed to manufacture the signs; delivery of the materials had been delayed due to a world-wide shortage. In consideration of recent progress made with plans for the new dog park, **Jim** asks board members whether the sign for “Jack & Helen Doyle Memorial Park” should instead read “Jack & Helen Doyle Dog Park”.

After brief discussion, Jamie Weiss/Marylann Baker motion to change the name from Jack & Helen Doyle Memorial Park sign to Jack & Helen Doyle Dog Park. All members present are in favor; motion is carried.

Election of Vice Chair. **Elizabeth Turman-Bryant** has volunteered to fill the Vice Chair position. Thank you, Elizabeth! **Marylann Baker/Bill Black motion to elect Elizabeth to the Vice Chair position. All are in favor; motion is carried.**

NEW BUSINESS

Rec Report. **Christi Kinney** updates the board on recent happenings and plans for the year ahead:

- Interviews were conducted last week to fill two of the vacancies within the department. There were two very strong candidates for the Rec Specialist position. She expects that after the vetting of references and background checks, a qualified candidate should be onboard in March.
- Christi will attend a Parks & Recreation Job Fair in Bellingham later this week sponsored through Washington Recreation & Parks Association. She will have information to share about the city’s current seasonal job vacancies and internships.
- Christi mentions that the Parks & Rec FaceBook page has approximately 2500 followers and she encourages members to follow the page to stay up to date on the department’s offerings.
- *DSLR Photography* classes are currently underway and are doing extremely well. The in-person classes take place at Maiben House which offers enough space for social distancing during these continued times of COVID. Staff will open registration for *B-E Youth Soccer* in May for teams to take the field in September.
- The Rec Department will once again partner with several agencies to expand its programming capabilities. *Skyhawks* and *Challenger International* will return to offer youth sports camps throughout the summer; United General District has partnered with the City to host a *Strengthening Families* class at the Community Center which will be offered in Spanish, and Skagit Valley Boys & Girls Club will host their *Summer Breeze* program from Maiben House. Christi mentions that she hopes to partner with the Skagit Audubon Society to offer *Bird Watching Walks*.

- 2022 will re-introduce a few annual community events, some revised slightly to reduce COVID concerns. *Daddy & Daughter Skate Night*, this year's version of the annual *Daddy & Daughter Sweetheart Date*, will take place on Sunday, February 27. The roller rink's larger venue will allow up to 240 guests with enough room to social distance; approximately 110 tickets sold to date. A *Mom & Me* version of the event will be offered in May. Planning is underway for the *Berry Dairy Days Festival fireworks show* on Friday, June 17. **Christi** hopes to incorporate *Lawn Mower Races* into the festival weekend, a once popular feature of the festival in years of old. She has nearly finished booking bands for the city's *Summer Nights Concerts* which will be offered on Fridays in July & August at the VIC's amphitheater. A reimagined 2-day *Harvest Festival* will take place the last weekend of September. The festival's *Pumpkin Pitch* feature has been officially retired, but **Christi** says to stay tuned for news about a few new features being considered.
- New events she hopes to offer during the summer are *Rocket Day in the Park*, *Junk in the Trunk Swap Meet*, and later in 2022. a *Flashlight Candy Cane Hunt* and a *Winter Solstice Lantern Walk*.

RCO Grants. **Christi Kinney** reports on her effort to pursue a sizeable grant with the State's Recreation and Conservation Office (RCO) that would help fund the purchase of an ADA inclusive playground and restroom building at Rotary Park. Armed with a comprehensive PROS Plan completed in 2020 and strong direction from an RCO liaison, Christi feels optimistic about the City's chances for a grant award. **Jim Rabenstein** has learned that Rotary Park's beginnings came from an RCO grant which may add favor in award evaluations. The exhaustive application process begins in early March with final documents due in early May.

NEXT MEETING: Tuesday, March 8, 2022 at 6:00PM via Zoom.

ADJOURNMENT: Parks Supervisor Jim Rabenstein adjourns the board meeting at 6:53PM.

Minutes transcribed by Shelley Johnstone, Parks & Recreation Secretary