

Burlington Parks & Recreation Advisory Board

MEETING AGENDA

Tuesday, 05/09/2023, 6:00PM

Meeting Location: Burlington Parks & Rec Building, 900 E. Fairhaven Avenue
Use NORTH ENTRANCE off Fairhaven

Via Zoom: <https://tinyurl.com/yf2swckh> or 1-253-205-0468
Meeting ID: 864 1801 2624
Passcode: 236764

Agenda Item	Presenter	Time Allotted	Action
<u>CALL TO ORDER</u>	Elizabeth T-B.	6:00-6:05PM	
<ul style="list-style-type: none">Approval of Minutes (04/11/23)			Motion
<u>STAFF REPORTS</u>			
<ul style="list-style-type: none">Recreation Report	Sarah W.	6:05-6:10PM	Information
<u>UNFINISHED BUSINESS</u>			
<ul style="list-style-type: none">Boerner Park Survey	Sarah W.	6:10-6:20PM	Information
<ul style="list-style-type: none">Pickleball Court Update	Marv P.	6:25-6:35PM	Information
<ul style="list-style-type: none">Maiben Restrooms (Portland Loo)	Marv P.	6:35-6:45PM	Information
<u>NEW BUSINESS</u>			
<ul style="list-style-type: none">Maiben Park RFQ	Sarah W.	6:45-6:55PM	Information
<u>OPEN COMMENT</u>	Elizabeth T-B.	6:55-7:05PM	
<u>ADJOURNMENT</u>	Elizabeth T-B.	7:05PM	

FUTURE AGENDA ITEMS

- 2024-2029 CIP Discussion*
- Rotary Park Pump Track*

Next Scheduled Meeting: Tuesday, June 13, 2023 6:00PM

ENCLOSURES:

: 04/11/23 Meeting Minutes

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 03/14/2023 Meeting Minutes
(The board meeting is conducted in-person and via Zoom)

Representatives in Attendance

Board Members: Marylynn Baker, Jennifer Eddleman, Karly Gruendle, and Elizabeth Turman-Bryant

City Councilors: Anna Chotzen, James Stavig, and Jamie Weiss

City Staff: Rec Coordinator Christi Kinney, Rec Specialist Kati Klerekoper, Public Works Director Marv Pulst, Library & Rec Director Sarah Ward, City Administrator Greg Young, and Shelley Johnstone, Admin Specialist

MEETING CALLED TO ORDER by Library & Recreation Director Sarah Ward at 6:00PM

MINUTES:

Motion is made by Marylynn Baker/Karly Gruendle to approve the March 14, 2023 meeting minutes as written. All are in favor; motion is carried.

OPEN COMMENT

CIP Process. Sarah Ward offers explanation to enquiries made at a previous board meeting. CIP discussions for 2024-2029 will begin in June. Board members will be asked to offer opinion on project priorities. The board's recommendations will then go before the Planning Commission and evaluated for their alignment with the city's Comprehensive Plan before ultimately landing with City Council for review. Discussion follows regarding 2023 projects and board members' interest in seeing forward progress made. In particular, the board deliberates Maiben Park, a natural playground, the possibility of a new water feature, and the degree to which renovations should be made in the park without a current master plan. All agree that it makes sense to move forward quickly with a plan to implement new restrooms, pickleball courts and a tennis court. **Marv Pulst** will continue to work on obtaining cost estimates for the courts and restrooms. **Greg Young** will reach out to a few other natural playground designers for estimates. He will also compose a 'Request for Qualifications' to present to council. If approved, the RFQ would solicit application from landscape architects/park designers who have interest in supporting the creation of a cohesive plan for the refurbishment of Maiben Park.

OLD BUSINESS

Election of Chair and Vice Chair. Elizabeth Turman-Bryant and Marylynn Baker accept their nominations for Chair and Vice Chair respectively. All present are in favor; motion is carried.

Pickleball Courts. Marv Pulst says Engineering is working on the courts' slab and fencing design. **Marv** feels that covered & lit courts would be the best way to maximize the courts' use. He refers again to the City of Opelika, AL's website for a look at a type of cover that he feels would be practical for Maiben's courts. Current planning calls for the install of 2 pickleball courts and replacement of the park's current tennis court with a new & improved court later. **Marv** has a few feelers out for cost estimates and will have more to report at a later date. The best surfacing material for the pickleball courts is yet to be determined; concrete vs. asphalt.

Dog Park Update. **Jim Rabenstein** reports that the dog park is now open. Potelco's electrical work has finally been finished and the Parks crew has addressed a few small plumbing leaks in the restrooms. He invites board members to join in "Yappy Hour", an official opening celebration on Friday, April 21 at noon. **Greg Young** mentions that he shared aerial photos of the completed dog park with HBB Architects, the firm that assisted in the design of the park. Their lead designer may join the Yappy Hour celebration. **Jim** mentions that the new restrooms will be setup with the same autotimer system that the city's other park restrooms use – unlocking the building during daylight hours.

NEW BUSINESS

Purchase of Parks Vehicle. **Jim Rabenstein** shares that Parks has 3 work trucks that are in need of replacement soon, 2005-2009 models. Each is experiencing a certain degree of mechanical concern. He explains that a new work truck was ordered just prior to the pandemic outbreak in 2020, but delivery was ultimately declined due to budget concerns and economic uncertainty. Now, 3 years later, it has become increasingly difficult to purchase new vehicles and delivery time once ordered can be a year or longer. The market for quality used vehicles is extremely competitive. **Jamie Weiss** comments that he would prefer to see repairs made on the vehicles rather purchase new, if possible. **James Stavig** shares the opinion and adds that making repairs needed may buy time to find the appropriate new or used replacement.

Funding for a new or used truck has been budgeted with the City's ER&R Fund which was established to ensure moneys would be available when needed as fleet ages out. Purchasing from State Contract is not currently an option, so conducting a Request for Proposal will be needed in order to comply with the City's Procurement Policy. **Greg Young** suggests researching what availability looks like with vehicles currently on car lots and perhaps the conundrum of finding an appropriate work truck expeditiously could be addressed at council's April 13 meeting.

Boerner Park Survey. **Sarah Ward** reports that a rough draft of the survey has been completed. The survey will go through another round of proofing with staff before being sent to the public. Determining best methods for outreach is the next step. Flyers in churches and laundromats, direct mail, door hangers, and a pop-up event in the park are all being considered.

Maiben Restrooms. **Marv Pulst** and **Jim Rabenstein** visited the City of Oak Harbor recently to learn more about the Portland Loo style of restrooms that have been installed throughout their city's parks. They learned that the city has found the Loo to be very successful in combating the misuse taking place in their previous restroom facilities. Although the Loos felt utilitarian and perhaps without the creature comforts of traditional facilities, **Marv** and **Jim** are pleased with what they learned from their Oak Harbor visit. They found the Portland Loo product to be extremely durable and believe they would work well for Burlington parks. The one downside of the Loo products is cost with initial estimates ranging from \$140,000- \$180,000 for each single stall unit.

Rec Report. **Kati Klerekoper** shares that Recreation's first year of outreach for the new Community Event Sponsorship program has yielded great results so far. The City has received \$8500.00 in sponsorships to date. What she finds especially exciting is that some of the donations are from businesses who have not sponsored before and also that there is interest in events which have not received sponsorship in the past. **Kati** says they will launch outreach for the 2024 sponsorship program by this coming November. **Christi**

Kinney shares with board members samplings of current Recreation program flyers. Team sponsorships have begun rolling in for *B-E Youth Soccer* and registration will run May 1-June 30. Booth space for the annual *Kids Giant Garage Sale* are sold out (April 29) and there are still tickets available for the *Mom & Son Skate Night* event (April 30). The *Berry Dairy Days Fireworks Show & Concert* is set for Friday, June 16. *Lawn Mower Races* are returning to the festival. The race event will take place on Saturday, June 17 across from Rotary Park. Volunteers needed! **Christi** says she is particularly pleased with the bands booked for the *Burlington Summer Nights Concerts*. She had \$8000 in Lodging Tax Grant award to work with and feels that she was able to produce a quality lineup of local & out-of-area bands for the 8 concert series. The once Library run *Touch-a-Truck* event will now be organized by the Recreation Department (June 28). Rec staff will collaborate with Burlington's Teen & Children's librarians on an *outdoor book club* and *summer reading program*. **Michelle Wesen** and **Bailey Loy** will return as seasonal summer staff.

NEXT MEETING: Tuesday, May, 9, 2023 at 6:00PM.

ADJOURNMENT: Library & Recreation Director Sarah Ward adjourns the board meeting at 7:39PM.

Minutes transcribed by Shelley Johnstone, BPR Admin Specialist.