

Burlington Parks & Recreation Advisory Board

MEETING AGENDA

Tuesday, 06/08/2021, 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 (05/11/2021)	Darla Chafe
OPEN COMMENT	Darla Chafe
OLD BUSINESS	Darla Chafe
1. Dog Park RFP	Jim Rabenstein
NEW BUSINESS	Darla Chafe
2. Cemetery Report	Jim Rabenstein
3. Rec Report	Sarah Ward
4. Boat Launch Mischief	Jim Rabenstein
5. SRP Irrigation Temp Meter	Jim Rabenstein
ADJOURN	Darla Chafe

Next Scheduled Meeting:

Tuesday 07/13/2021 @ 6:00p.m.

Enclosures:

: 05/11/2021 Meeting Minutes

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 05/11/2021 Meeting Minutes
(The board meeting is conducted via Zoom due to COVID restrictions)

Representatives in Attendance

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

City Council Members: Keith Chaplin

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

MEETING CALLED TO ORDER by **Director Sarah Ward** at 6:03PM.

MINUTES: A motion to approve the minutes of the 04/13/2021 meeting as written is made by **Craig Bloodgood/Rob Norman**. All in favor; motion is carried.

OPEN COMMENT

SRP Irrigation. **Jim Rabenstein** shares an update he received from **Public Works Director Marv Pulst** today. There is still some conversation taking place about the pursuit of the Nagatani property's water rights. **Marv** explained that the Department of Ecology has not yet indicated how much of the 29-acre's water rights would be available for transfer. The conversation is on pause until that is identified. **Keith Chaplin** asks whether reclaimed sewer water is still considered an option for irrigation. **Jim** answers that it is not; his understanding is that the cost for the additional treatment required to make it usable for irrigation makes it unfeasible for this circumstance.

Pump Track Progress. In response to Keith Chaplin's question about the addition of a pump track to Rotary Park, **Jim Rabenstein** shares that his crew has picked up nearly 150yds of dirt. Some of it wound up being used at the First Steps Shelter project, so they'll need a little more before they have enough for the pump track. **Jim** says he's been given a few leads for clay that will also be needed. **Craig Bloodgood** suggests **Skagit Speedway's Steve Beitler** as another lead.

OLD BUSINESS

Park Signage Update. Included with board member's agenda packets are proofs for the 7 park signs that have been ordered: Grafton Park, Jason Boerner Memorial Park, Jack & Helen Doyle Memorial Park, Maiben Park, Roger "Gus" Tjeerdsma Boat Launch, Rotary Park, and Skagit River Park. **Jim Rabenstein** summarizes the design steps and invites board members to comment. **Keith Chaplin** notes the one sign proof that lists the established by date, and recommends listing the date on all signs, if available, or instead not listing it on any of the signs for the sake of uniformity. **Jim** says 6x6 or 6x8 cedar posts will be used for the sign's construction. **Keith** says erecting the signs on a concrete pad with brackets would look nice. If burying the posts, he's had good luck with using compacted 5/8 minus gravel which he says acts like cement but has the advantage of no uplift and the posts are easier to remove when needed.

Craig Bloodgood asks whether new signs will be purchased for other parks such as Alpha. **Jim** estimates that these first 7 signs will use up the budget allotted for the year. Purchasing additional signs with next year's budget is the plan, including Alpha.

NEW BUSINESS

REC Report. Sarah Ward reports that registration is now open for Rec programs and for the City's new youth soccer program which begins in the fall. Registration counts for the programs are down which was anticipated to a degree considering the influence of the pandemic, however it is anticipated that the programs which have been reformatted with Covid in mind are expected to find traction and run.

Sarah shares that staff member **Sarah Stoner** has given her resignation to the City as she has been offered an attractive full-time position with Skagit County. Her last day with Parks & Recreation is Tuesday, May 18. **Sarah** filled the Admin Assistant & Marketing Coordinator position for the department and her impressive talents will be missed. The City will not seek to fill the position immediately; instead they will reevaluate and likely discuss possible changes during 2022 budget talks. Additional hours will be given to the department's Rec Assistant to help accommodate the shifting of work load, and library staff will also lend a hand in support.

Dog Park RFP. Jim Rabenstein shares that a Request for Proposal (RFP) has been drafted and is scheduled to be launched to landscape architects on Monday, May 10; however, its launch has been paused after **City Administrator Greg Young** weighed in with other ideas on how the project might be accomplished. **Keith Chaplin** asks what type of ground cover will be used for the dog park. **Jim** responds that he would like turf for a portion of it however other products are also being considered, such as crushed granite which is apparently an efficient low-maintenance alternative. **Marylynn Baker** asks whether there are concerns surrounding a dog park so close to Gages Slough. Sarah Ward responds that she has spoken briefly to **City Planner Brad Johnson** and his feeling is that it would not be a concern, however he will look into it to be certain. **Jim** adds that adding power and a water meter to the site are part of the plan.

A copy of the RFP will be shared with board members once it has been finalized.

ADJOURNMENT: Sarah Ward adjourns the board meeting at 6:35PM.

NEXT MEETING: June 8, 2021, 6:00PM

Minutes transcribed by Shelley Johnstone, Parks & Recreation Secretary