

Burlington Parks & Recreation Advisory Board  
**MEETING AGENDA**

**Tuesday, 06/13/2023, 6:00PM**

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

<b>Agenda Item</b>	<b>Presenter</b>	<b>Time Allotted</b>	<b>Action</b>
<b><u>CALL TO ORDER</u></b>	Elizabeth T-B.	6:00-6:05PM	
<ul style="list-style-type: none"><li>Approval of Minutes (05/09/23)</li></ul>			Motion
<b><u>NEW BUSINESS</u></b>			
<ul style="list-style-type: none"><li>Rotary Park Pump Track</li></ul>	Adam Ruiz	6:05-6:20PM	Information
<ul style="list-style-type: none"><li>Process for 2024-2029 CIP</li></ul>	Marv P.	6:20-6:35PM	Information
<b><u>UNFINISHED BUSINESS</u></b>			
<ul style="list-style-type: none"><li>Boerner Park Survey - Update</li></ul>	Sarah W.	6:35-6:40PM	Information
<ul style="list-style-type: none"><li>Pickleball Courts – Update</li></ul>	Marv P. / Elizabeth T-B.	6:40-6:55PM	Information
<ul style="list-style-type: none"><li>Maiben RFQ - Update</li></ul>	Marv P.	6:55-7:05PM	Information
<b><u>STAFF REPORTS</u></b>			
<ul style="list-style-type: none"><li>Recreation Report</li></ul>	Sarah W.	7:05-7:10PM	Information
<b><u>OPEN COMMENT</u></b>	Elizabeth T-B.	7:10-7:20PM	
<b><u>ADJOURNMENT</u></b>	Elizabeth T-B.	7:20PM	

**FUTURE AGENDA ITEMS**

- Planning for 2024-2029 CIP*

Next Scheduled Meeting: Tuesday, July 11, 2023 6:00PM

**ENCLOSURES:**

: 05/09/23 Meeting Minutes

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CITY OF BURLINGTON  
**PARKS & RECREATION ADVISORY BOARD**  
**Tuesday, 05/09/2023 Meeting Minutes**  
(The board meeting is conducted in-person and via Zoom)

**Representatives in Attendance**

**Board Members:** Marylynn Baker, Jennifer Eddleman, Elizabeth Turman-Bryant, and Mike Yeoman

**City Councilors:** Anna Chotzen, James Stavig, and Jamie Weiss (via Zoom)

**City Staff:** Public Works Director Marv Pulst, Parks Supervisor Jim Rabenstein, Library & Rec Director Sarah Ward, City Administrator Greg Young, and Shelley Johnstone, Admin Specialist

**Guest:** Nick Turman-Bryant

**MEETING CALLED TO ORDER** by Chairperson Elizabeth Turman-Bryant at 6:01PM

**MINUTES:**

**Motion is made by Marylynn Baker/Jennifer Eddleman to approve the April 11, 2023 meeting minutes as written. All are in favor; motion is carried.**

**STAFF REPORTS:**

**Recreation Report. Sarah Ward** offers a brief update on current Recreation highlights: The annual *Kids Giant Garage Sale* and *Mom & Son Skate Night* events took place at the end of April. Both were successful with good numbers in attendance. Registration for *the B-EYS fall soccer* program is open & bustling. Regular registration closes June 30. All eight bands for the *Summer Nights Concert* series have been confirmed. Preparations for the *Berry Dairy Days* festival are fervently underway. The City manages the *Fireworks Show* and the *Lawn Mower Race* components of the festival and both are coming together beautifully. Volunteers needed for the *Lawn Mower Races*! Rec Coordinator **Christi Kinney** will forward via email more detail about volunteer duties and their needed timeframes to board members.

**Sarah** shares that she has received unofficial word from our State RCO representative that the City's ranking in the grant process for the Rotary Park Inclusive Playground project qualifies for full award funding. The official announcement will be made by July 1. The award amount of \$500,000 will apply towards the \$1,205,000 estimated project cost.

**UNFINISHED BUSINESS**

**Boerner Park Survey. Sarah Ward** says the survey has been finalized and will be prepared in both English and Spanish versions. Outreach will include direct mailing to approximately 300 households and businesses within walking distance of the park, targeted in-person events, and also outreach through local churches, laundromats and restaurants. The survey will be offered both digitally and in hardcopy formats. **Sarah** envisions closing the survey in a 30-day period so that results can be evaluated in time to incorporate into CIP discussions.

**Pickleball Court Update. Marv Pulst** reports he's been able to make solid strides in his research on best practices in building pickleball courts. He has learned that concrete is the preferred surface covering and the most durable when using a technique called post-tensioning. He is awaiting more information about

acoustic fencing which is a feature that would lessen noise concerns. A roof covering similar to the style recently constructed by the City of Opelika, AL was quoted at approx. \$350,000 for 2 courts. Marv still recommends the demo of Maiben's current deteriorated tennis court with intention to install a new tennis court at a later time. He says he received great intel from Elite Sports, a company big in the southwest, but is awaiting feedback from a few other court designers before having enough information to put together a true cost estimate.

Guest **Nick Turman-Bryant** has put together rough estimates ranging from roughly \$72,100 for the constructing of 2-courts to \$105,700 for 4-courts. He has been in communication with **Claude Blackburn**, a potential donor to the project, who has indicated the possibility of a grant equaling 50% of project cost, not including roofing. **Nick** warns that there are multiple agencies vying for grant consideration, so delay on a decision about Burlington's path forward could hinder the availability of that funding. He adds that any donation from **Claude Blackburn** must be received by a non-profit 501(c)3 agency.

The board discusses various options for the constructing of pickleball courts – phasing the surfacing, lighting, roofing, tennis court components versus tackling the project in whole. **Anna Chotzen** says suggests preparing two cost estimates for the board's consideration and ultimately council's. **Nick** plans to connect with **Claude Blackburn** to express Burlington's desire to proceed with the pickleball court project and also Skagit Valley Pickleball Association to gauge their availability as the non-profit entity.

**Maiben Restrooms (Portland Loo).** **Marv Pulst** says the Portland Loo model continues to be the front runner in restroom options, however their price point of \$140,000 is considerable. The Loo's vendor will offer a 5% discount on an order of 5 or 10% on an order of 10. Marv notes that the cost is considerable even with the discount. Lead time from order to delivery is approximately 3-4 months at present. **Greg Young** says next steps will be to bring before council the information learned, alternatives considered, and the board's recommendation.

## **NEW BUSINESS**

**Maiben Park RFQ.** **Greg Young** reports that he presented a rough draft of the Request for Qualifications to council at their April 27 meeting and will have a revised draft ready for council's review this Thursday, May 11. This second draft is intended to convey a narrowing of scope reflective of council's desire for more of a conceptual plan for the park and less of a master plan. Ultimately, the RFQ seeks services that will ensure the park elements recommended by the board will live cohesively together. The services sought should ideally also help guide the decision on expanded parking versus improved walk/bike ability. Should council be satisfied with the second draft, Greg will publish the RFQ with an expectation for response by the end of May/early June.

## **OPEN COMMENT**

**ADJOURNMENT:** Chairperson **Elizabeth Turman-Bryant** adjourns the board meeting at 7:05PM.

**NEXT MEETING:** Tuesday, June 13, 2023 at 6:00PM.

Minutes transcribed by Shelley Johnstone, BPR Admin Specialist.