

Burlington Parks & Recreation Advisory Board
MEETING AGENDA

Tuesday, 06/14/2022, 6:00PM

Attend In-Person or via Zoom

In-Person

Burlington Parks & Recreation
900 E. Fairhaven Avenue

Use WEST Entrance near Holly Street

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 (05/10/2022)

Darla Chafe

OPEN COMMENT

Darla Chafe

OLD BUSINESS

Darla Chafe

1. Rotary Park Pump Track

Darla Chafe

2. RCO Grant (1st Presentation)

Sarah Ward

NEW BUSINESS

Darla Chafe

3. Maiben Park Pickleball Courts

Jim Rabenstein

4. Parks Report

Jim Rabenstein

ADJOURN

Next Scheduled Meeting:

Tuesday, July 12, 2022 at 6:00PM

ENCLOSURES:

: 05/10/2022 Board Meeting Minutes

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 05/10/2022 Meeting Minutes

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

Representatives in Attendance

Board Members: Marylynn Baker, Darla Chafe, Edie Edmundson, Rob Norman, Cori Peck and Elizabeth Turman-Bryant

City Council Members: James Stavig and Jamie Weiss

City Staff: Shelley Johnstone, Christi Kinney, Jim Rabenstein and Sarah Ward

MEETING CALLED TO ORDER by Chairperson Darla Chafe at 6:03PM.

MINUTES:

A motion to approve the minutes of the 04/12/2022 meeting as written is made by Edie Edmundson/Jamie Weiss. All are in favor; motion is carried.

OPEN COMMENT

Pickleball. With interest in bringing pickleball to Burlington, **Elizabeth Turman-Bryant** reached out to Skagit Valley Pickleball to learn more about how they partnered with the Cities of Mount Vernon and Sedro-Woolley as well as Skagit Valley College to assist in building courts in those communities. Along with SV Pickleball's design expertise, a Bellingham donor who has a passion for pickleball helped with funding. The donor may contribute 25%-50% of costs, depending on the build type. Board members are in agreement that this is an idea they would like to see move forward for Maiben Park. A sub-committee will meet before the board's June meeting to explore an action plan.

Natural Playground. **Elizabeth Turman-Bryant** shares with board members information that she has gathered from Learning Landscapes, a landscape architectural firm specializing in connecting play-based learning with elements found in nature. She proposes the natural playscape theme as a candidate for Maiben Park. **Jim Rabenstein** comments that he feels Maiben Park would be an ideal location for this type of playscape. Recognizing that revitalizing Maiben's playarea is an important part of a larger conversation concerning the park's renovation, **Darla Chafe** suggests including this in the sub-committee meeting for pickleball.

OLD BUSINESS

RCO Grant. **Sarah Ward** reports that the RCO grant application process is going very well with a large thanks owing to the insight of **JP Kunze**, the newest team member of Parks & Recreation. This first step of the application process was accomplished with many helping hands. **Christi Kinney** says a live PowerPoint presentation (via Zoom) will take place first week of June. This June presentation will be a warmup to the final presentation in late August. Staff will run through practice sessions between now and then. **JP Kunze** is taking lead on organizing focus group meetings with the first meeting taking place Thursday, May 12.

Dog Park Project Update. **Jim Rabenstein** reports that they've broken ground for the new dog park. Areas that will be concreted have been rototilled in preparation for the pour. The new sign for the 'Jack & Helen Doyle Dog Park' will be set later this week. The supplier of the dog park furnishings has

advised they are behind in production; shipping is expected in mid-June. **Jim** will wait until the furnishings are received before connecting with individuals who have expressed an interest in sponsorship. He would like to have a better idea of how a sponsorship plaque would be set on the items.

NEW BUSINESS

Downtown Mural Proposal. **Elizabeth Turman-Bryant** shares that much has happened on the subject of a mural in downtown since the board's last meeting. **Christen Mattix**, an artist acquaintance, has prepared a preliminary proposal for the potential steps and cost for the mural. She, **Elizabeth** and **Kim Sager** plan to present the proposal to council this Thursday, May 12 to ascertain the City's interest in supporting the idea. They envision a small steering group that will help decide the theme & scope of the mural to get the idea off the ground. They've identified a building which is the recipient of frequent graffiti tagging as an ideal location for the mural. The building sits on southwest Anacortes Street just before the intersection with E. Fairhaven Avenue.

Overview of Current CIP. **Sarah Ward** describes the Capital Improvement Plan (CIP) as a planning tool which looks at a 6-year window. It is a fluid document that is reviewed and updated annually. Projects deemed capital improvement are placed in the CIP with tentative timeframes and best cost estimates. Listing a capital project in the CIP does not signify that funds have been budgeted for it. **Jim Rabenstein** says that identifying a capital project in the CIP allows for use of moneys from the Parks Capital Reserve Fund to pay for the project. Capital Reserve Funds cannot be used for projects which are not listed in the CIP. Each year, departments meet with the City Administrator and Finance Director to discuss projections for the Capital Reserve Fund's revenue sources such as Building Impact Fees and Real Estate Excise Tax. While the CIP as a whole is reviewed and approved by council each year, a capital project must ultimately be presented to council again before it can be cleared to proceed with funds allocated. The board would like to take a more in depth look at how the CIP is updated annually and how projects are incorporated into the plan. The board's August meeting will be set aside exclusively for this discussion.

Rec Report. **Christi Kinney** introduces the department's newest team member, **JP Kunze**. **JP** fills the city's Rec Specialist position, a 24hr p/week position on average. He will take the lead in coordinating the city run sports leagues and will be involved in variety of other Rec pursuits. Registration for the new Jr. Co-ed Sand Volleyball league and also the fall B-E Youth Soccer league opened on May 1. The Rec scholarship fund was renamed to the **Nick Nickelson** Scholarship Fund to honor a coach who passed away in the fall of 2021. A 5th/6th grade basketball program will kick off in the winter. Rec is currently working on confirming plans for the Summer Nights Concerts which will take place Friday nights in July and August and also fine tuning plans for the June 17 Friday Night Fireworks Show that will kick off the Berry Dairy Days festival weekend. **Christi** says she is looking for volunteers to run the Fireworks Show's kids zone. It is one of several activities that will be affected by the lack of interest in the seasonal positions that normally staff summer programs. Focus will shift soon to Harvest Festival which will be a 2-day event this year, and then planning for the city's Veterans Day Parade soon after. A great deal of **JP** and **Christi's** time is still absorbed in preparing for the RCO Grant presentations.

Cemetery Donations. **Jim Rabenstein** wanted to bring to the board's attention an unexpected benefactor that has been particularly helpful this past year. **Jim Davenport** initially contacted the City after reading about the vandalism that damaged a portion of the Greenhills Cemetery's Columbarian section

in June of 2021. He donated the funds to repair the damage, approximately \$650, and has since made other donations of rhododendron shrubs and cedras deodara plants that were placed along the southern border by the slough to help block an unsightly space beyond.

NEXT MEETING: June 12, 2022, offered in-person and via Zoom.

ADJOURNMENT: Chairperson Darla Chafe adjourns the board meeting at 7:43PM.

Minutes transcribed by Shelley Johnstone, Parks & Recreation Secretary