

Burlington Parks & Recreation Advisory Board
MEETING AGENDA

Tuesday, 08/08/2023, 6:00PM

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

Agenda Item	Presenter	Time Allotted	Action
<u>CALL TO ORDER</u>	Elizabeth T-B.		
<ul style="list-style-type: none">Approval of Minutes (07/11/23)	Elizabeth T-B.	6:00-6:05PM	Motion
<u>NEW BUSINESS</u>			
<u>UNFINISHED BUSINESS</u>			
<ul style="list-style-type: none">2024-2029 CIP Priorities	Marv P.	6:05-6:45PM	Recommendation
<u>STAFF REPORTS</u>			
<ul style="list-style-type: none">RFQ/SOQ Updates<ul style="list-style-type: none">Maiben ParkParks & Rec BuildingPickleball Courts	Marv P.	6:45-6:55PM	Information
<u>OPEN COMMENT</u>	Elizabeth T-B.	6:55-7:00PM	
<u>ADJOURNMENT</u>			

Next Scheduled Meeting: Tuesday, September 12, 2023 6:00PM

ENCLOSURES:

: 07/11/23 Meeting Minutes

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 07/11/2023 Meeting Minutes
(The board meeting is conducted in-person)

Representatives in Attendance

Board Members: Marylynn Baker, Jennifer Eddleman, Orlando Macias, and Mike Yeoman

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

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

Guest:

MEETING CALLED TO ORDER by **Library & Recreation Director Sarah Ward** at 6:04PM

MINUTES:

Motion is made by Marylynn Baker/Jennifer Eddleman to approve the June 13, 2023 meeting minutes as written. All are in favor; motion is carried.

NEW BUSINESS

2024-2029 CIP Priorities. **Marv Pulst** presents a capital project worksheet to each board member which uses the priorities and budget established by council in 2023 as a starting place. The worksheet outlines staff suggestions which are based on interests discussed by board members in recent months, rough cost estimates for project components, and an anticipation of staff bandwidth to manage projects. **Marv** will ultimately roll this “Staff Worksheet” into an updated “Board Worksheet” reflective of the board’s discussion at this evening’s meeting. While the worksheet *does* include rough cost estimates, he cautions that at this juncture it *does not* reflect funding sources.

Marv remarks that he has removed the “Parks Shop Remodel” and the “Parks & Recreation Building Remodel” projects from the Parks’ (311) capital budget. As facilities, his expectation is that the projects will live within the city’s (301) capital budget.

Updates to the 2024-2029 CIP budget will mainly focus on anticipated projects during the years 2024, 2025, and 2026. With that in mind, tentative rankings for top 5 priorities are as follows:

- **Maiben Park Improvements** | 2024: restroom facility and pickleball & tennis courts; 2025-2026: natural playground and other improvements
- **Rotary Park Inclusive Playground** | 2024-2025: With the RCO grant award now official, the anticipated completion timeline is October 2024
- **Jason Boerner Park Improvements** | Survey results should be tabulated by late August. Addition of covered shelters is anticipated amongst the survey results. \$150,000 has been earmarked for anticipated improvements during 2024-2025.
- **Skagit River Park Irrigation** | Continuing the pursuit of interruptible water rights through Department of Ecology.
- **PROS Plan Update** | The current master plan expires in 2026. Staff have earmarked \$30,000 to complete an update in 2025.

Other improvements at Grafton Park, Lions Park, Rotary Park, and Skagit River Park remain capital project desires for 2027 or later. **James Stavig** comments that he would appreciate seeing some focus on Grafton Park as it serves the council ward he represents.

New capital project ideas suggested by board members include:

- **Burlington Hill Trail** | build a walking path to the city's small parcel atop the hill; include a bench or sitting area
- **Tjeerdsma Boat Launch** | Improvements to parking; permanent restroom structure. Marv feels there may be viable grant funding from the State that could assist this undertaking
- **West Burlington Park Access** | Revisit property acquisition to create a park, or create walkable/bikeable access from west Burlington to parks located in east Burlington

Marv will forward to board members an updated "Board Worksheet" ahead their August meeting to review. Refining the board's priority recommendations will be the primary agenda topic at the August meeting.

STAFF REPORTS:

Recreation Report. Sarah Ward offers a quick look at recent Recreation happenings. An estimated 4000 community members visited Skagit River Park to enjoy the Berry Dairy Days festival Fireworks Show & Concert. The festival's newest event, Lawn Mower Races, received an estimated 2000 spectators at its peak. Organizers were particularly pleased with this inaugural showing. **Sarah** offers a word of thanks to board members **Marylynn Baker** and **James Stavig** for volunteering their time at the Races. Feedback received regarding the 3-day festival have been extremely positive. **Jennifer Eddleman** comments that she volunteered at the Chamber's Festival in the Park event on Saturday and also received very positive feedback from out of town guests. The Touch-a-Truck event took place late June on a beautiful summer afternoon and was enjoyed by an estimated 800 guests. Fall soccer registration is nearing its conclusion; 420 youths comprising 31 teams are enrolled to-date.

OPEN COMMENT

ADJOURNMENT: Library & Recreation Director Sarah Ward adjourns the board meeting at 7:59PM.

NEXT MEETING: Tuesday, August 8, 2023 at 6:00PM.

Minutes transcribed by Shelley Johnstone, BPR Admin Specialist.