

Burlington Parks & Recreation Advisory Board
MEETING AGENDA

Tuesday, 08/09/2022, 6:00PM

Attend In-Person or via Zoom

In-Person

Burlington Parks & Recreation

900 E. Fairhaven Avenue

Burlington, WA 98233

Use **NORTH ENTRANCE** off of Fairhaven Ave

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 (06/14/22; 07/12/2022)

Darla Chafe

OPEN COMMENT

Darla Chafe

OLD BUSINESS

NEW BUSINESS

Darla Chafe

1. CIP Budget & Projects Explained

Jim Rabenstein, Sarah Ward

ADJOURN

Darla Chafe

Next Scheduled Meeting:

Tuesday, September 13, 2022 at 6:00PM

ENCLOSURES:

: 06/14/2022 and 07/12/2022 Board Meeting Minutes

: B'Town Fall Fest Draft from Christi Kinney

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CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD

Tuesday, 06/14/2022 Meeting Minutes

(The board meeting is conducted in-person and via Zoom)

Representatives in Attendance

Board Members: Marylynn Baker, Bill Black, Darla Chafe, Rob Norman, and Elizabeth Turman-Bryant

City Council Members: James Stavig

City Staff: Shelley Johnstone, Jim Rabenstein and Sarah Ward

MEETING CALLED TO ORDER by Chairperson Darla Chafe at 6:02PM.

MINUTES:

A motion to approve the minutes of the 05/10/2022 meeting as written is made by Marylynn Black/Bill Black. All are in favor; motion is carried.

OPEN COMMENT

Mural Project. James Stavig shares that council's discussion at their June 9 meeting resulted in a 3-3 tie vote to support the mural project with City funding. He would like to see the topic return to the agenda for a follow up discussion and subsequent vote with all council representatives present. James doesn't believe it was due to lack of interest from the council and feels the project could be the start of positive momentum for downtown Burlington. Elizabeth Turman-Bryant plans to encourage the project's Go Fund Me donors to reach out to their council representatives to express their support.

OLD BUSINESS

Rotary Park Pump Track. Darla Chafe suggests tabling the presentation from Adam with Skagit Cycle Center to a later meeting since he was unable to attend tonight's meeting. He has knowledge where pump tracks are concerned and has insight to offer.

RCO Grant (1st Presentation). Sarah Ward reports that the first slideshow presentation to the RCO grant review panel was an excellent experience. This presentation made by Zoom is intended to be a test-run for the final presentation in August which will be given in-person in Olympia. Sarah gives high praise to staff member JP Kunze who created the majority of the presentation's content as well as presenting it to the review panel. She said he did an outstanding job. The feedback offered by the panel was all very positive; their suggestions for improvements prior to the final presentation were few and centered mainly around "less text, more photographs". The panel commented that the presentation left them well informed about the project with a clear vision. Based on the panel's suggestions, staff will adjust the slideshow slightly for its August presentation and will also hone its content to better fit its 12-minute time limit.

NEW BUSINESS

Maiben Park Pickleball Courts. Jim Rabenstein shares that he recently met with board members Marylynn Baker, Cori Peck, and Elizabeth Turman-Bryant to discuss the potential for adding pickleball courts in the city. While Maiben Park is in need of a significant remodel, the feeling is that the addition of pickleball courts to the park in the meantime would not hinder a later renovation project. Elizabeth has shared with Jim the contact information for the connections she has forged with the local pickleball

advocates. **Jim** hopes to meet with them once tasks associated with Berry Dairy Days and the Firecracker tournament have settled down. Resources from the advocates coupled with the relatively inexpensive project cost may make pickleball courts an ideal project to tackle soon. Developing a plan of action and rough cost-estimate are next. More info for board members will be forthcoming in the coming months.

Parks Report. Jim Rabenstein reports on a few of the tasks keeping his Parks crew hopping:

- **Jim** offers big kudos to the crew for their concerted efforts in preparing the Greenhills Memorial Cemetery for Memorial Day weekend. It has been challenging for them to keep up with typical springtime tasks. The lack of interest in seasonal staff positions has impacted all Public Works crews harshly. Jim mentions that a part-time staff member, Eric Moore, has been a tremendous help in easing some of those additional challenges. Eric's normal duties have him working in an on-call position to support field users, but he has made himself available to assist when his schedule allows.
- Between weather and scheduled field use, Jim has been waiting on an opportunity to begin turf maintenance at the playfields. The crew were finally able to start last week and should wrap up in time for the large youth soccer tournament at the end of the month. Jim says they've been using the new top-dresser which is performing even better than expected.
- Continuing supply chain delays are effecting irrigation. New backflow systems at Skagit River Park should be installed soon, but the crew is still waiting on the PUD meter for the new 3" water line. The new irrigation boom carts have arrived, but the hose reel accessories are still on backorder. The rainier than usual spring months have been a blessing in this regard, but they have also slowed recovery of playfield areas damaged by the November floods and ensuing freezes.
- Preparations for the city-wide Berry Dairy Days festival and also the soccer tournament have consumed much of the crew's time over the last few weeks.
- Crew completed seasonal maintenance on Maiben's splash park and opened it this week for the summer season.
- Crew recently installed a memorial bench at Maiben Park. The bench, purchased by Linda Burns & family, honors her brother, Pat "Woody" Burns. On order is a second memorial bench which will honor Nick Nickelson. The Nickelson bench was purchased through donations made to his family and will be set at Skagit River Park to commemorate his devotion to the community through youth sports. Three of the six benches at the new dog park have sponsors. Jim is waiting on those to arrive before working with the sponsors to order their customized plaques. He mentions that Mud Bay has committed to sponsoring all 4 of the dog waste stations. Jim has also received enquiry from a potential shelter sponsor.

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

ADJOURNMENT: Chairperson Darla Chafe adjourns the board meeting at 7:20PM.

Minutes transcribed by Shelley Johnstone, Parks & Recreation Secretary

CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD

Tuesday, 07/12/2022 Meeting Minutes

(The board meeting is conducted in-person and via Zoom)

Representatives in Attendance

Board Members: Rob Norman, Marylynn Baker,

City Council Members: Jaime Weiss, James Stavig,

City Staff: Sarah Ward, Christi Kinney, Jim Rabenstein

MEETING CALLED TO ORDER by **Sarah Ward** at 6:11PM.

MINUTES:

There wasn't a quorum so the minutes from June weren't approved.

OPEN COMMENT

RCO Grant Focus Group. **Marylynn Baker** gave a report on the latest focus group meeting. There were 6-7 member of which 3 were new. They looked at manufactures of playground booklets. Lots of agreements about having structures that are twisty with motion, musical feature, intermix accessible with not accessible features. Make it so folks can get to the 100% accessible features, so locating them on the outside edges of the playground rather than the middle is a priority. Talked about possible building a 2nd shelter between the volleyball courts and playground. Equipment should have some covering from direct heat. Overall meeting went well.

Touch a Truck. **Sarah Ward** mentioned the Touch a Truck event sponsored by the library on Thursday from 11-1pm stretching from the library to Maiben Park.

OLD BUSINESS

NEW BUSINESS

BPR Marketing & Outreach.

- Kati Klerekoper was unable to attend so **Christi Kinney** gave a brief report on how well Kati is fitting in and her work is exceptional. The Summer Nights Concert Series schedule card was passed around to members. **James Stavig** mentioned he liked seeing the small signs up in town promoting the Friday night concerts.

Rec Report. **Christi Kinney** gave a report on what the Rec Dept currently has going on.

- B-E Soccer sign ups ended June 30 with late reg ending on July 17. There are currently 420+ kids and in 2021 there were 380 total. Registrations have gone smoothly.
- Co-Ed Jr Volleyball has 6 teams participating with an end of the season tournament on July 30
- Skyhawks and Challenger Sports camps are going on in our parks every week and the numbers are really good this year. Very popular.
- Two seasonals have been hired for Recreation and will be on board soon to help with soccer planning, camp check in, summer concert staffing and all small events. They'll also help with planning of future fall events like B'town Fall Fest, Veterans Day Parade, and smaller events.

Parks Report. Jim Rabenstein gave a report on current projects from the Parks Dept.

- Boom carts are here but not hose reels. It comes with software to do more effective times. This is the latest watering has ever started with such a wet spring.
- Waiting on PUD for the 3" meter at Skagit Street entrance into SRP to install with a backflow. If not done soon might push until the end of August. New west field 4" meter and backflow installed on Anacortes is working well.
- Getting water in the south diamonds would be great for softball and could run youth an adult tournaments. Also Cal Ripen takes 70ft base paths but hey are only 60 feet in grass. If those fields could be skinned in the south you could move it out 75ft and then it could also handle Cal Ripken tournaments.
- Greg Young wants to move forward with the pop up irrigation (4 clover) in the north end diamonds. James Stavig asked for an explanation on what pop up irrigation was. Jim explained heads pop up out of the grass and are installed by trenching. There is no irrigation now and using the water cannons on field 1 is impossible and field 2 is difficult. Pop ups are more efficient than boom carts/cannons. Design would be around 5K and current staff could do it but doesn't have the resources or time at the moment.
- Dog Park is still out several months, but will be reengaged soon. Tough time to do a project in the summer, toy have the talent but not the time. James asked for specifics on what they're behind on and Jim explained plumbing, wiring, electrical, pouring cement, curb streets, parking, etc. Still not sure on fences and Greg is waiting on PSE about the bathrooms.
- David Goss approached Jim and asked if more park rules could be posted so they can enforce easier. Jim ordered them 2 months ago but hasn't gotten hem up yet. Having seasonals (missing 3) would've helped them get things like this done. Not having them has them behind on projects like this. Nearly all the parks and the boat launch will have new signs.
- It was asked who maintains the doggy bags in the parks and the Parks Crew does, they are 20 yrs old and get vandalized quite frequently. They cost \$400 each and Mud Bay sponsored all 4 that are going into the Dog Park.
- Greg and Jim met and discussed moving the Pea Patch to Jason Boerner Park. Members discussed how it was a memorial park and also that it's on top of the old city "dump".
- Tennis court was measured to put in a pickleball court and could do it soon. Marylynn said that the Skagit Tennis Association contacted her concerned about the city removing the only tennis court in Burlington. Most of the ones at Hillcrest have been turned into pickleball courts. Jim mentioned that the Tennis court at Maiben needs some desperate repairs. It was suggested that the Club send in letters of support on the outcome of the tennis court at Maiben to help the board and council know what the public would like to see. It was also mentioned maybe a public meeting should be held on the topic of tennis/pickleball court needs in the City of Burlington. MV and BE high schools tennis courts are both open to the public, but both in poor condition.
- The topic of not hosting the Firecracker Tournament the same time as the BDD Fireworks Show came up. City staff from multiple departments have commented that they are all for having those events separate weekends from now on.
- Jim is hoping to get the 1 way road on the south side of the Cedars in from the bathrooms going west to Anacortes St. It would be 30ft wide with an exit only and angled parking. Hope to have it done this fall depending on city resources.

- Discussion about how there needs to be discussion on if we do not get the RCO grant. Topic for later discussion.
- Horseshoe Pit club has funds in their club account they would like to donate to the pit area. Jim is open to suggestions and asked them to come with specifics. Could cover the pits or also could create some cornhole pits for a new parks amenity. James asked if they pay a fee to play there: no if it's just regular Tuesday pickup games and it's open to the public and yes if it's a tournament.
- Mosquitoes: does the city take care of them in any way. Jim was going to ask Travis. The Dike District cuts the dike 2-3 times per year.
- SRP mowing is up to 3x per week and the east field takes 2 hrs and the west takes 3 hrs.
- Mens Soccer leagues on Sundays, we prep fields they line them for cost savings.
- Firecracker Tournament had 250 teams and used 30 fields and it has peaked its participation for a 3 day tourney. Few issues with the porta potty company (cleanings on time). Had to limit camping to 70 campers.
- Youth soccer league used 12-15 fields.
- We have two full sets of lacrosse goals and teams are coming up from Everett to use our fields for practicing.
- Australian Football is coming into town also and will be using fields at SRP.
- Rush Cup is in august.
- Need to do continue turf management and need a new tractor. LTax will pay for ½ of it and will apply for that this year.
- Still looking for seasonal help.

NEXT MEETING: August 9, 2022, offered in-person and via Zoom.

ADJOURNMENT: Sarah Ward adjourns the board meeting at 7:16PM.

Minutes transcribed by Christi Kinney, Recreation Coordinator.

B'town Fall Fest 2022

SATURDAY, September 24

10am to 4pm

- Entertainment on Stage
 - All day entertainment
- KidZone
 - Non profit/agency Kids Activity Booths
 - Inflatables
 - Pony Rides
 - Train Ride
 - Facepainting
 - Balloon Making
 - Quidditch games
 - Library Book Mobile
 - Frankie Fire Engine
- Pumpkin Slingers
 - Builders
 - Size pumpkins
 - “driving range” look w/Scarecrows
- Wagon Rides (?)
- Hide N Seek Pumpkins

Saturday Only:

- Touch a Tractor/Truck Area
 - 2 cylinder John Deer tractors
 - Fire and PD
- Zucchini Car Races (building...)
 - Need group to manage this
- Fred Meyer Pumpkin Painting Station
 - HS volunteers and FM

Chamber

- Food Vendors
- Arts/Craft Vendors



SUNDAY September 25

10am to 3pm

9:30am

- Pupkin 5K Fun Run begins

10am Festival Starts

- Pet Adoptions
- Entertainment on Stage
 - All day entertainment
- KidZone
 - Inflatables
 - Pony Rides
 - Train Ride
 - Facepainting
 - Balloon Making
 - Library Book Mobile
 - Frankie Fire Engine
- Pumpkin Slingers
 - Builders
 - Size pumpkins
 - “driving range” look w/Scarecrows
- Pie Eating Contest
- Wagon Rides (?)
- Hide N Seek Pumpkins

Chamber

- Food Vendors
- Arts/Craft Vendors
- Farmers Market Vendors
- Chili Cookoff Information Booth (planning for 2023)