

# Burlington Parks & Recreation Advisory Board

## MEETING AGENDA

Tuesday, 1/13/2026 | 6:00PM

**Meeting Location:** Burlington Parks & Recreation  
900 E. Fairhaven Avenue

**Zoom Login:**  
<https://tinyurl.com/4xyv255s>  
ID: 842 3708 3065  
Passcode: 1uudeG

AGENDA ITEM	PRESENTER	TIME ALLOTTED	ACTION
<b><u>CALL TO ORDER</u></b>	Marylynn Baker		
<ul style="list-style-type: none"><li>Approval of Minutes 12/9/2025</li></ul>	Marylynn Baker	6:00-6:00PM	Motion
<ul style="list-style-type: none"><li>Attendance of Board Members</li></ul>	Marylynn Baker	6:00-6:02PM	Attendance
<b><u>REVIEW OF PARKS &amp; REC UPDATES</u></b>			
<ul style="list-style-type: none"><li>Feedback on Parks/Rec Updates</li></ul>	Board Comments	6:02-6:10PM	Discussion
<b><u>NEW BUSINESS</u></b>			
<ul style="list-style-type: none"><li>Discussion about Amendment to Board Meeting Time</li></ul>	Elizabeth Turman-Bryant	6:10-6:15PM	Discussion
<ul style="list-style-type: none"><li>Vice President Position Appointment</li></ul>	Marylynn Baker	6:15-6:20PM	Action
<b><u>PRESENTATION</u></b>			
<ul style="list-style-type: none"><li>PROS Plan Presentation Part 5</li></ul>	Tom Beckwith	6:20-6:30PM	Presentation
<ul style="list-style-type: none"><li>Q&amp;A for PROS Plan Draft</li></ul>	Board Members	6:30-6:50PM	Discussion
<b><u>OPEN COMMENT</u></b>	Marylynn Baker	6:50-7:00PM	
<b><u>ADJOURNMENT</u></b>	Marylynn Baker	7:00PM	

**Joint Parks Board / Planning Commission Meeting:**  
Wednesday, 2/4/2026 at 5:30pm (Council Chambers)

**Next Scheduled Parks & Recreation Advisory Board Meeting:**  
Tuesday, 2/10/2026 at 6:00pm

### ENCLOSURES:

Parks and Recreation Advisory Board Minutes 12/9/2025

CITY OF BURLINGTON  
**PARKS & RECREATION ADVISORY BOARD**  
**Tuesday, 12/9/2025 Meeting Minutes**  
(The board meeting is conducted in-person and via Zoom)

**Attendees:**

**Board Members:** Marylynn Baker, Charlie Huddleston, Sonja Wittmier  
(*Not in Attendance Karly Gruendle, Caitlin Hanson, Chadd Tripp*)

**City Councilors:** Elizabeth Turman-Bryant, Dr. Jesus Perez, Jamie Weiss

**City Staff:** Administrative Specialist, Shelley Johnstone; Enrichment Services Director, Sarah Ward; Public Works & Parks Operation Director, Travis Schwetz

**Guests:** Tom Beckwith, Julie Blazek (Beckwith Consulting Group)

**MEETING CALLED TO ORDER:** Chairperson **Marylynn Baker** opens the meeting at 6:01pm.

**MINUTES:** Charlie Huddleston/Sonja Wittmier motion to approve the minutes as written from the 11/4/2025 board meeting. All in favor, motion carried.

**REVIEW OF PARKS AND RECREATION UPDATES:**

**Parks Report:**

1. **Tree Pruning:** Highway 20 Trail tree pruning has taken place over the last few weeks.
2. **Maiben Park Bathrooms:** The building materials (posts, beams, roofing) for the exterior remodel of the Maiben Park Bathroom have been ordered and purchased.
3. **Vandalism at Skagit River Park:** There have been two separate major vandalism occurrences to the natural grass playfields at Skagit River Park. The estimated cost for repairs combined will be around \$20,000; the money for these repairs is not budgeted.

**Recreation Report:**

1. **Veterans Day Parade:** There were 40 entries in the parade; the bagpipes were a very popular addition. Staff received positive feedback from the public during the event.
2. **Movie Night:** Treasure Planet: There is a FREE Movie Night happening on Friday, December 12 from 7:30-9:00pm at the West View Gym.
3. **No Sun Fun Run:** Taking place on Sunday, December 21 beginning at 4:30pm at Skagit River Park. There are already 40 registrants who have signed up for the run. We'll be lighting up the dike trails with luminary lights.

**NEW BUSINESS:**

**Open Board Positions and Term Expirations:** As it is the last meeting in December, a few positions on the board are up for renewal including the Chairperson of the Board, and the Vice Chairperson. **Marylynn Baker volunteered to continue as Chairperson for the Board for upcoming 2026 calendar year. Elizabeth Turman-Bryant motioned to approved, Charlie Huddleston seconded. All in favor, motion carried.** Chadd Tripp was not in attendance at this

meeting, and is the current Vice-Chairperson. Appointing the Vice-Chairperson position was decided by the group to be postponed until the next meeting on 1/13/2026.

**Portable Restrooms Agreement:** Each year, the City uses portable restroom services at City Parks in order to provide facilities at parks that do not otherwise have restroom facilities available to the public. Additionally, portable restroom services are available for special events and tournaments for a fee offered to user groups. The end of 2025 marked the end of a contract with an existing portable restroom provider. **Shelley Johnstone** presents information regarding a potential new service provider, United Site Services, who responded to the RFP that was published by the City. United Site Services was the lowest responsive bidder for the services requested, saving the City approximately \$5,000-\$7,000 annually. The official contract will go before City Council for approval at the upcoming City Council Meeting on December 11, 2025.

#### **PRESENTATION:**

**City of Burlington PROS Plan Update #4 – Tom Beckwith** with Beckwith Consulting Group provides updates to the board regarding the PROS Plan. Tom briefly talks about potential funding options for park projects, which include levies (which can be used for maintenance), bonds (which can be used for construction only), and because of Skagit River Park, the potential of creating a metropolitan park district (or junior taxing district).

Community feedback continues to be collected with the last online survey being marketed by physical mail to the Burlington community via postcard, concluding in January. Tom mentions that further discussion should be had about creating a Recreation Center for Burlington and will have more on that topic when all the surveys close.

**Elizabeth Turman-Bryant** comments that Star Center in Tacoma may be an ideal model to strive for, although recognizes that it may not be practical for Burlington. Tom plans to have the first draft of the PROS Plan completed by the January Board Meeting.

#### **OPEN COMMENT:**

No open comment.

**ADJOURNMENT:** Chairperson Marylynn Baker adjourns the board meeting at 7:24pm.

**NEXT MEETING:** Tuesday, 1/13/2026 at 6:00pm

Minutes transcribed by Shelley Johnstone & Kati Klerekoper, Burlington Parks and Recreation