

# Burlington Parks & Recreation Advisory Board

## MEETING AGENDA

Tuesday, 2/10/2026 | 6:00PM

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

**Zoom Login:**  
<https://tinyurl.com/26pbmysm>  
ID: 843 8792 6190  
Passcode: 167750

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 1/13/2026</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>Bathrooms Update Rotary Park / Maiben Park</li></ul>	Travis Schwetz	6:10-6:20PM	Information
<ul style="list-style-type: none"><li>Volunteers in Parks Program</li></ul>	Kati Klerekoper	6:20-6:30PM	Information
<ul style="list-style-type: none"><li>Board Member Recruitment</li></ul>	Kati Klerekoper	6:30-6:35PM	Information
<ul style="list-style-type: none"><li>Vice Chair Position</li></ul>	Marylynn Baker	6:35-6:40PM	Action
<ul style="list-style-type: none"><li>PROS Plan Timeline Update</li></ul>	Kati Klerekoper	6:40-6:50PM	Information
<b><u>OPEN COMMENT</u></b>	Marylynn Baker	6:50-7:00PM	
<b><u>ADJOURNMENT</u></b>	Marylynn Baker	7:00PM	

### **Joint Planning Commission/Parks & Recreation Advisory Board Meeting:**

Wednesday, 3/4/2026 at 5:30pm, Council Chambers

### **Next Scheduled Parks & Recreation Advisory Board Meeting:**

Tuesday, 3/10/2026 at 6:00pm, Parks and Recreation Offices

### **ENCLOSURES:**

Parks and Recreation Advisory Board Minutes 1/13/2026

CITY OF BURLINGTON  
**PARKS & RECREATION ADVISORY BOARD**  
**Tuesday, 1/13/2026 Meeting Minutes**  
(The board meeting is conducted in-person and via Zoom)

**Attendees:**

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

**City Councilors:** Dr. Jesus Perez, James Stavig

**City Staff:** Park Usage Coordinator, Kati Klerekoper; Enrichment Services Director, Sarah Ward;  
Public Works & Parks Operation Director, Travis Schwetz

**Guests:** Beckwith Consulting Group

**MEETING CALLED TO ORDER:** Chairperson **Marylynn Baker** opens the meeting at 6:00pm.

**MINUTES:** Charlie Huddleston/Sonja Wittmier motion to approve the minutes as written from the 12/9/2025 board meeting. All in favor, motion carried.

**REVIEW OF PARKS AND RECREATION UPDATES:**

**Parks Report:**

1. **Repair to Flood-Damaged Areas:** the crews are spending time on clean-up at the parks (especially Whitmarsh) and rebuilding park amenities that had damage caused by the flooding that happened last month.
2. **Purchasing Supplies for Parks:** There are several items that will be purchased soon for parks work throughout the year. Items that we need annually can be purchased now, so that work can begin when the crew has the opportunity. Items include many necessary supplies outlined using the Skagit River Park Lodging Tax Grant Award, the purchase of a couple of pick-up trucks that are in need of replacement and noted on the ER&R, in addition to general park maintenance supplies.
3. **Volunteers in Parks:** Over the past couple of months, we've discussed building a more robust volunteer program for Burlington Parks. There are a lot of great ideas and potential projects that could be incorporated into this program. Due to staff time limitations, and workload to manage a more robust program, we'll be starting small for 2026, intending to build the program over the coming years. We'll formalize our process for park volunteers that will include checking in with the Parks and Recreation Office for potential park areas where "park clean-up efforts" can take place, receiving a Volunteer Intro Packet, and Signing a Volunteer Waiver. Clean-up efforts may include picking up litter, sticks, raking leaves, or weeding at a local park. Volunteer efforts will be limited to 'self-led' efforts vs. projects that need to be directed and led by a parks crew member. Starting small in our efforts will ensure we get our program off the ground in a sustainable way.

## Recreation Report

1. **2025 Sponsorship Revenue:** The 2025 sponsorship efforts brought in a total of \$41,050 between Sponsors for Community Events and Youth Soccer (including monetary and in-kind donations). Our Sponsorship Programs continue to thrive, linking local businesses and organizations to the City in a positive way.
2. **Lucha Mania:** Join us for the first community event of the year. Lucha Mania will take place on Sunday, February 22 from 3-5pm at the Valley Dreams Sports Hub in Burlington.
3. **Jigsaw Puzzle Competitions:** New for 2026! The competition that took place on January 7 had a total of 7 teams registered.
4. **Girls Youth Basketball, Grades 5-6:** Girls Youth Basketball is beginning now with four teams total (2 full 5th and 2 full 6th). Games begin on 1/28/2026.
5. **Spring / Summer Registration Opens March 1**
  - a. Spring Break Day Programs, April 6-10
  - b. May 22 (no school day) program
  - c. KidQuest Summer Camps (4 weeks)
  - d. Soccer Camps (Challenger and UK Soccer each hosting 1 week)
  - e. Currently seeking program partners

## NEW BUSINESS:

**Amending the Board Meeting time:** The board discussed the possibility of changing the board meeting to begin at an earlier time. Ultimately, after discussion from the group, it was decided to keep the time and day of the meeting the same as it has been: 6:00-7:00pm on the second Tuesday of each month.

**Vice Chair Position Appointment:** The position of Vice Chair needs to be filled. **Chadd Tripp** who was the Vice Chair for the year 2025, was not in attendance tonight. **Sarah Ward** will follow up with Chadd to see if he is planning on filling the Vice Chair position for the board for 2026.

## PRESENTATION:

**City of Burlington PROS Plan Update #5— Tom Beckwith** with Beckwith Consulting Group provides updates to the board regarding the PROS Plan, including giving an update about the specific preferences that have come out of the public survey. Key focus areas of improvement that have been identified include a need for greater access for walking (trail system connection and creation), wildlife viewing and outdoor excursions (perhaps through recreation programming), and simply hanging out in parks. Maintaining and enhancing parks spaces that lend themselves to this require the parks to be clean, safe, and must be close enough for people to access them.

The PROS Plan focuses on several city-wide planning elements and helps to define a level of service for the community. Parks, trails, acreage, and amenities ranging from picnic areas to athletic fields were all looked at and compared with other cities with a population under 20,000 people. The following highlights should be noted: while our city has more parks, and acreage for cities of similar size (primarily because of Skagit River Park), we are lacking in miles of trail, trail connectivity, and amenities that you typically see in similarly sized cities. For example, sixty-two percent of cities the size of Burlington have a recreation center with a gymnasium for year-round recreation opportunities; Burlington does not. Maps included in the draft PROS Plan include maps that identify areas where park access is lacking, trail connectivity could take place, and many other maps that will be helpful when identifying the needs of the city as it relates to park and recreation services.

Lastly, Tom mentions that there will be a financial component to the PROS Plan that City Council will be able to use to identify potential funding sources for the parks and recreation items that the community has identified as a priority. Ways to finance park related projects (for capital projects and ongoing maintenance expenses) can be collected through a variety of ways. Feasibility of each of the various types of financing will be available in the completed plan. A finalized draft of the PROS Plan will be going to the Planning Commission for review on Wednesday, February 4, 2026, at 530pm at the City Council Chambers.

**OPEN COMMENT:**

No open comment.

**ADJOURNMENT:** Chairperson Marylynn Baker adjourns the board meeting at 7:00pm.

**NEXT MEETING:** Tuesday, 3/10/2026 at 6:00pm

Minutes transcribed by Kati Klerekoper, Burlington Parks and Recreation