

Burlington Parks & Recreation Advisory Board

MEETING AGENDA

Tuesday, 3/10/2026 | 6:00PM

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

Zoom Login:

<https://tinyurl.com/26pbmysm>

ID: 852 8666 8025

Passcode: 214619

AGENDA ITEM	PRESENTER	TIME ALLOTTED	ACTION
<u>CALL TO ORDER</u>	Marylynn Baker		
<ul style="list-style-type: none">Introduction of New Members	Sarah Ward	6:00-6:04PM	Information
<ul style="list-style-type: none">Approval of Minutes 2/10/2026	Marylynn Baker	6:04-6:05PM	Motion
<u>NEW BUSINESS</u>			
<ul style="list-style-type: none">PROS Plan Goals Exercise	Sarah Ward	6:05-6:50PM	Information
<u>OPEN COMMENT</u>			
<ul style="list-style-type: none">Feedback on Parks / Rec Updates	Marylynn Baker	6:50-7:00PM	Information
<u>ADJOURNMENT</u>	Marylynn Baker	7:00PM	

Next Scheduled Parks & Recreation Advisory Board Meeting:

Tuesday, 4/14/2026 at 6:00pm, Parks and Recreation Offices

ENCLOSURES:

Parks and Recreation Advisory Board Minutes 2/10/2026

CITY OF BURLINGTON
PARKS & RECREATION ADVISORY BOARD
Tuesday, 2/10/2026 Meeting Minutes
(The board meeting is conducted in-person and via Zoom)

Attendees:

Board Members: Marylynn Baker, Charlie Huddleston, Chadd Tripp, Sonja Wittmier

City Councilors: James Stavig, Elizabeth Turman-Bryant
Not in attendance: Dr. Jesus Perez

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

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

MINUTES: **Charlie Huddleston/Chadd Tripp** motion to approve the minutes as written from the 1/13/2025 board meeting. All in favor, motion carried.

REVIEW OF PARKS AND RECREATION UPDATES:

Parks Report:

1. Volunteers Efforts: We are in the early stages of launching our **Volunteers in Parks** program. Already, there have been a few projects that have taken place or are on the horizon. In late January, members from one of our regular disc golf course user groups were able to assist in re-graveling in the tee boxes at the Whitmarsh Disc Golf Course and setting a few baskets that were damaged during the flooding in December. There were 15 volunteers that came out for a work party, a total of 75 volunteer hours for the work that were contributed to the park. Additionally, there has been volunteer interest from B-E Little League community members to put a new roof on the scoring booth that was recently damaged from the wind at the baseball diamonds at Skagit River Park. Travis is coordinating with the volunteers, and with the Planning Department to ensure proper permitting on the building improvement.

2. Winter Equipment Maintenance Finishing / Spring and Summer Field Prep Begins: Field use is getting ready to ramp up for the spring which means more prep on baseball fields, open grass flat fields, volleyball courts, etc. Field Use Applications from sports groups are coming in with spring sport seasons being scheduled now for park and field use that begins on March 1.

3. Continuing Flood Clean-up at the Boat Launch

Rec Report:

1. Girls Basketball League: Grades 5 and 6, running smoothly.

Puzzle Competitions:

- a. January 7 (First competition, very successful and popular)
- b. February 5 (Sold out with 10 Teams)
- c. March 18 (Upcoming competition)

2. Photography Classes: February 11 & 25

3. Lucha Mania: Community Event February 22

4. 2026 Community Event Sponsorship Program has been launched.

5. Spring/Summer Program Registration Begins March 1

NEW BUSINESS:

Bathroom Update (Rotary and Maiben Park): **Travis Schwetz** gives an update about the bathroom construction at Rotary Park and states that the expected construction completion of the project will be mid-April. All of the groundwork is now complete, and the building is ready to be constructed. The finished product will yield two individual, all-gender bathrooms with doors that lock from the inside. Regarding the bathroom at Maiben Park, the materials have been purchased to complete the work on the front of the building that includes taking out the current walls that limit visibility to the entrances to the bathroom doors. They will be replaced with posts, which will have new footings; the improvement will increase visibility of the bathroom doors, hopefully decreasing the amount of vandalism that takes place at these bathrooms. The building will also receive a new roof.

Volunteers in Parks Program: **Kati Klerekoper** discusses the newly launched Volunteers in Parks program. The program will provide a framework for the existing volunteer work that happens from community members already within City Parks and provide a direction to grow the program and increase the coordination between community members and City Staff to assist with maintenance needs in our parks. Already, several interested citizen groups have contacted the Parks and Recreation Department with volunteer project requests to work in the parks. Through this program, there will be opportunities for individuals, in addition to groups, to make a difference in the City. Most of the projects coordinated through our efforts for this first year will be projects that require little to no staff oversight of the work completed. Starting this program in a way that is small will ensure its sustainability with current staffing levels.

Recruitment of Board Members: **Kati Klerekoper** mentions that we do still have Board Member positions to fill for the Advisory Board. Recruitment flyers have been posted in parks, an advertisement has been published in the Skagit Valley Herald, and information on recruitment has been posted online. Several Board Members request to be sent digital copies of the recruitment flyer so that they can post around town and people who are park-minded can get involved on the board. **Charlie Huddleston** comments that perhaps the application process for Board Members could be simplified, requiring less of the applicant to fill out the application to apply. Additionally, he asks about the possibility of student opportunities on the Advisory Board. **Elizabeth Turman-Bryant** mentions that she'd like to see representation on the board from areas from west of I-5, specifically from the apartments on the west side of town. **James Stavig** and **Sonja Wittmier** mention they can help hang flyers about the board member recruitment at various places around town.

Vice Chair Position Appointment: **Marylynn Baker** presents the topic of filling the Vice Chair Position for the board. **Chadd Tripp** who served as Vice Chair for 2025 mentions that he will step away from that position for 2026. Further discussion is had by several board members discussing the purpose of the board, the role and expectations of the board members, and what it might look like to more clearly define those roles. Clearly defined expectations would help with retention of the board members, and a more strategic onboarding approach for Advisory Board Members would be beneficial. The Vice Chair position will be voted on at next month's meeting.

PROS Plan Timeline Update: **Kati Klerekoper** reports on the timeline shift for the PROS Plan update completion. An extension for the project has been granted by the Recreation and Conservation Office (RCO), and a final draft of the PROS Plan will be ready for review by February 18. Board members are advised to review the final draft prior to the joint Planning Commission/Parks and Recreation Advisory Board Meeting on Wednesday, March 4 at 5:30pm in the Burlington City Council Chambers.

OPEN COMMENT:

Travis Schwetz shares the story of the recovery of the Whitmarsh Disc Golf Course sign that was lost in the flood. **Charlie Huddleston** asks for clarification on leash laws; only at the dog park are dogs allowed to be unleashed.

ADJOURNMENT: **Chairperson Marylynn Baker** adjourns the board meeting at 7:02pm.

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

Minutes transcribed by Kati Klerekoper, Burlington Parks and Recreation