



Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

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1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	1. Agenda
Department	
Type	Procedural
Recommended Action	

2. Consent Agenda

Subject	2.1. April Commission Meeting Minutes
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	
Subject	2.2. Special Use Permit and Sound Waiver for Spring Challenge Field Day for Christ the King School at Calahan Park
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	
Subject	2.3. Special Use Permit for The Vermont Progressive Party at Schmanska Park Barn
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	
Subject	2.4. Special Use Permit and Sound Waiver for Burlington Burn Club Series at Battery Park
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	
Subject	2.5. Special Use Permit and Sound Waiver for Cystic Fibrosis Foundation at Oakledge Park

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.6. Special Use Permit and Sound Waiver for Friends of the Frame at Moran Frame for 2024 Events

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.7. Special Use Permit and Sound Waiver for Jazz Fest Concert at City Hall Park

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.8. Special Use Permit and Sound Waiver for Juneteenth Celebration at City Hall Park

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.9. Special Use Permit and Sound Waiver for Picnic by Greg Burton at North Beach Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.10. Special Use Permit and Sound Waiver for Wedding of Teah Peloquin at Oakledge Upper Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.11. Special Use Permit and Sound Waiver for Elizabeth Borger Memorial Service at Leddy Tent Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.12. Special Use Permit and Sound Waiver for Jennifer Gallagher Graduation Party at North Beach Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.13. Special Use Permit and Sound Waiver for UVM Welcome Back Picnic at Oakledge Upper Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.14. Special Use Permit and Sound Waiver for Erik Post Birthday Party at North Beach Shelter

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

Subject 2.15. Special Use Permit and Sound Waiver for BCA Events and Programming at City Hall Park for Summer

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action

3. Public Forum

Subject 3.1. Verbal Comments

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category 3. Public Forum

Department Parks, Recreation, & Waterfront

Type Procedural

4. Deliberative Agenda

Subject 4.1. Coach of the Year Award

Meeting May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

Subject	4.2. Off-Leash Dog Committee-Approval of Application & Appoint Commissioners to Sub-Committee
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Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
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Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

Subject	4.3. General Fund FY25 Budget (verbal)
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Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
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Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion

Subject	4.4. Commission Annual Report
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Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
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Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

5. Standing Items

Subject	5.1. Parks Foundation Update (verbal)
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Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
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Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	Information

Recommended Action

6. Director's Report

Subject	6.1. Monthly Report for May from Cindi Wight, BPRW, Director
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Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	6. Director's Report
Department	Parks, Recreation, & Waterfront
Type	Information
Recommended Action	

7. Commissioner's Items & Volunteer Hours

8. Adjournment

Subject	8.1. Motion to adjourn
Meeting	May 14, 2024 - Parks & Recreation Commission - Tuesday, May 14, 2024, 5:30 PM, 645 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	8. Adjournment
Department	Parks, Recreation, & Waterfront
Type	Procedural
Recommended Action	



PARKS & RECREATION COMMISSION
Minutes
April 9, 2024
Parks and Recreation Commission

Commission Present: Bergmann, Duke, Johnson, Keech, Lantieri and Morrigan

Staff Present: Wight, Sauve and Putzier

The meeting was convened at 5:35 p.m. by Duke

Approval of Agenda

Duke asked for a motion to adopt the agenda, motion made by Morrigan to amend and move two of the Special Use Permits to the deliberative agenda; 2.5. Battery Park for MadFreedom and 2.6. Waiver at North Beach Shelter by People Helping People Global, second by Lantieri, motion carried unanimously with the amendment.

Approval of Consent Agenda

Motion to approve the consent agenda by Morrigan second by Lantieri, motion carried unanimously.

Special Use Permit and Sound Waiver at Battery Park for MadFreedom

Morrigan asked about the march from Church Street to the park and if the public would be on the road or the sidewalk and Wight said they would need to get a permit to use the streets from others and then asked if we would be responsible if there were an accident. Wight said she would check with Bailey to see what the specific plans were. Duke asked if a vote could take place with a stipulation to check on the safety of the parade part of the event. Morrigan wanted to make sure to have a system in place for when people apply for a park event that has a parade or march component to make sure all other permits are in place and Wight suggested Bailey attend a meeting and explain the process of permitting and the specific system in place to make sure all details are covered.

Motion to approve the special use permit including waiver for sound by Morrigan, second by Lantieri, motion carried unanimously.

Special Use Permit and Sound Waiver at North Beach Shelter by People Helping People Global

Morrigan asked about the request for use of the bikepath and wanted to know if it would be exclusive and Wight said no, only have one event that the path is closed for and a fee is charged, not exclusive.

Motion to approve the special use permit including waiver for sound by Morrigan, second by Keech, motion carried unanimously.

Public Forum

Public forum opened at 5:45pm by Duke.



No public came forward to speak.
Public forum closed at 5:46pm

Penny for Parks FY25 Projects and Update to FY24

Sauve explained that she had sent a memo and spreadsheet explaining projects and some that carry over and then budgeted for FY25, gave updated list that happened at larger planning meeting earlier. Yellow highlighted items are asking for funds, grey is finishing up and green are projects that are held year to year.

High level Baird Park, comprehensive plan, fiscal year 2025, do have additional funds in bond to help with public engagement, also trying to stagger comp plan and upgrade the playground and since small would like to maximize the time. Also minor landscaping improvements to be done and hope to do all at the same time. Have a line in for donations as well and hope to get some funds from Foundation. Champlain Street Park hope to have done by the end of June. Keislich Park is part of the connection from Cambrian Rise to bike path and up to North Avenue, time certain this year, anticipate it will go through and in system for several years, waiting on developer. Within Keislich through Cambrian Rise due to topography, but natural trail within that. Redstone needs to wrap up a few more issues but almost done, bike park out to bid this past winter and got no bids, asked for extension as could not get any steadfast bidders. North Beach general improvements being made, working on Oakledge restroom project and bidding back out with other funds. Playground is done but making changes to the slide at Oakledge for all, have contractor and do not have grant agreement currently. Perkins Pier is adding in connectivity for security and boaters, Pomeroy working on currently and donations are coming through Parks Foundation, Roosevelt Park did not finish due to weather but hopefully finish painting and complete, getting bids to do crack surfacing in others. Roosevelt in active comp plan, Schifilliti was request from 2023 and looking at restroom work and doing in conjunction with path to make more accessible.

Green is across several parks, bike rack expansion does not need to keep going, will see how going and revisit, Court repairs have funds from this year and have parks comp plan due for revision from 10 years ago and undertaking in FY25, some from bond and PFP, at least \$150,000 will be big undertaking, Parks Planning contractual allows to hire others and consulting services that are on the lower levels. Parks facility improvement for lighting, \$40,000, PFP Community Requests \$40,000, PFP Emergent Needs, Playground Equipment and wood fiber \$25,000 Signage and wayfinding \$0, Standard Equipment replacement \$25,000, Walkway improvements 0 and Public Art is \$2250.

Special Projects are 127 Path feasibility Study \$120,000, grant and maintenance is \$30,000, Calahan Park Pathway Grant is \$228,800, Kieslich Park VSJO donation is \$110,000, Kieslich Park VSJO Grant is \$25,000, Lakeview Cemetery Section 8 Construction \$80,388, Marina Safety Signage/Buoys Bond is \$40,000, North Beach Parking Lot Improvements bond is \$75,000 and Pease Lot restroom Drainage bond is \$20,000. System Wide -Accessible Surfacing Bond \$75,000 and Parks Comprehensive Plan Bond \$75,000, Water Distribution Bond \$75,000, Urban Forest Plan \$0 and Public Art \$6152.

Morrigan said happy to hear about accessible bathrooms and in general, better experience for all users and Sauve said consultant will come to future meeting to discuss.

Keech asked who owned the property on the side of 127 state road and bike path and was told the City owns and the connectivity would be where an easement would be needed. If fence is to keep wildlife



out would be DPW, if to protect bikepath would be BPRW. Heard about seeing otters and asked if fence was permanent how would work.

Motion to approve the PFP funding by Morrigan, second by Lantieri, motion passed unanimously.

Motion to recess for 5 minutes and reconvene at 6:20pm by Morrigan, second by Lantieri, motion carried.

Parks Commission and Community Input

Duke explained that Sauve had reached out to Duke and Morrigan for some help on reaching out to public on getting input for planning for parks within the community and spoke about Roosevelt and a big push for community input in May and June and the department has limited resources to do, spoke with department on some ideas and using Roosevelt as a test to get feedback, such as some door to door canvassing and how to reach the residents, and more community volunteers and input, with other languages etc. The idea is to come together to get more specific and then go from there. Morrigan said that really impactful to them was the Dewey Park process and had attended the meeting and felt what was said at that meeting really impacted them. Communities that are marginalized and having being geared towards people of a specific time and the ability to have transportation and technology and looking at differently and making sure to engage all to get the most diversity and not all the same group. Sauve added that with Roosevelt, they have been reaching out to more distinct groups and meeting more individually and it has been well received but can't do that all the time and continually. Wants to bridge the divide of culturally all and diverse communities. Felt if had commissioners that already had a connection to some of the community that would be helpful.

Morrigan said getting members of the community to engage would never happen for some and some of them have had such a horrible history of where they come from when speaking up and having a voice and valued that they just would not feel comfortable.

Keech said that he asked what avenues were used to support the art and what different route was taken to get input and feedback and Wight said used interns to go out into the community and who might not have been asked were the white people that are at the table and really felt like when a minority asked to go out and ask a minority group that people all of a sudden said I don't want that, it felt like a pushing down when people said they wanted and primarily white people said we were not heard mainly.

Keech said his concern was the way the question is framed versus the amount of money available would potentially also effect what people would choose to have in the park.

Duke proposed to see what commissioners are interested in participating in to try and reach out to and get input to get feedback specifically to Roosevelt and seeing what is helpful and what could be replicated. Asked who would be willing to work on and report back to commission.

Morrigan was interested and Lantieri as well as Duke in engagement and getting feedback on what residents would like to see at Roosevelt Park.

Off-Leash Dog – Next Steps

Morrigan prefaced that now that the task force has given recommendation to City Council, stated some of committees that will be responsible for and BPRW is responsible for off leash areas and since



complex, and important to get right and get public engagement, it would not be able to get one during commission meeting, Morrigan and Johnson propose putting together a sub-committee and what it would look like and if want to make but this item is to have the discussion as to what commissioners would like to see and then discuss. Morrigan showed the purpose along with the background. The subcommittee could come to commission with recommendation and must include the locations and times of off leash and it can be discussed and then the entire commission would give a recommendation to full Council. Spoke of the composition of the committee, with 2 parks commissioners, 2 community members, felt a good way to reach out would be through NPA, FPF, canvassing, on City Website and then could have advisors, Wight, Dog Task Force Member and BPRW support staff person.

Johnson spoke of the meeting structure and timeline, in terms of structure were important to have certain time allotted for public forum, said also members that are already commissioners give decorum agreement, in terms of timeline work through steps that will need to get done, how much time to complete the recommendation and time for parks commission to review, draft application, give month of April to apply to be on committee and put in specifically April NPA meetings for outreach. Put in NPA dates for coming month, commissioner taking on an NPA to introduce the idea and the application process, not sure what timing is to have on line available, have applications due on May 1st, spend time reviewing at the May meeting and review ahead of time and then would have committee ready to go by May/June, not sure of the onboarding but limited time until able to review, until August tentatively, thought bi-weekly could be an option, asked what others thought on how many times to meet, suggested review at August meeting then have ready at September meeting for approval and to City Council.

Morrigan also said it would be good for commissioners to also apply and fill out an application if interested in participating on the sub-committee.

Duke said her understanding was to review, get public engagement, and then take the recommendation or adoption to City Council and in creating it could be a working group and not committee. Wight said would likely need to post and document meeting and minutes and keep public. Said was already a very large off leash area committee and would like to have involvement but the biggest piece is the public engagement. Only one meeting a month and looking for recommendation in August to have at the end of August to send to city council for approval. Wight also said that PACC had done an application when starting the committee and would look for and see if it could be used.

Keech asked how got to this point and why now discussing and Duke said off leash did the work and sent to City Council and now the City Council has asked to go back to commission after all the research and information and input had been gathered. Keech felt that the commission could make a decision at any point without having to create another committee or other input.

Motion to have a discussion as to if off leash dog areas are even appropriate, by Keech, no second, motion failed.

Keech asked what the conditions for acceptance of the application is, Duke said the commission will put out and get the applicants and the Commission will accept and approve at the Commission meeting who will be on the committee. Wight located the application that PACC had used when creating the Dog Task Force.



Lantieri felt August timeline for a recommendation would be good, Duke would like to see individuals on the committee that are not feeling strongly one way or the other, which could make it harder, suggest simplify the application, have good mapped out public engagement, do tabling at parks, canvas neighborhoods and what want as best policy direction.

Keech felt important to add on the application if owner of a dog or cat or none, felt important to have information.

Morrigan envisions being actual open meeting sub-committee as the nature of them is the origin of public engagement happens and the composition is why 2 community members, as it will impact a lot of people and important for others that were not involved in the original task force, personally will hope for an applicant of off-leash questioning, and bring the concerns but open to the idea of giving recommendations and the best way felt to have 2 commissioners, 2 community, Wight and a staff person.

Motion to establish voting of two commissioners and 2 community members, Non-voting advisors, director and previous Task Force Member and staff person, by Morrigan, second by Johnson.

Johnson said while discussing was less on the outreach part and possible might get some fresh thoughts on how to engage others from the 2 community members.

Lantieri concerned with having the commitment of a staff person and the ability to create and allow enough time to get the work done.

Wight offered some wording for the application.

Motion to approve the amendment, Morrigan, second by Lantieri, in favor Duke, Morrigan, Lantieri and Johnson and one abstention, Keech, motion carried.

Morrigan said at next meeting should create application and approve and will begin the process. Johnson said he would also help with the application creation.

Annual Commission Report

Duke said all got draft and can discuss, send comments, idea is draft and have final in a month but review. Morrigan asked to change the word needles to syringes, was told yes. Duke said will look at again next meeting in May and will be printed and signed to be submitted.

Acquisition Opportunity (EXECUTIVE SESSION)

Motion to go into executive session to discuss an acquisition where premature disclosure could put the city at a substantial disadvantage at 7:22p by Morrigan, second by Johnson, motion carried.

Return to public at 7:35p by Morrigan, second by Johnson, motion carried.

BPRW Director Reappointment (EXECUTIVE SESSION)

Motion to go back into executive session at 7:53p by Morrigan, to discuss an issue regarding a City employee, second by Lantieri, motion carried.



Standing Items:

Park Foundation Update

Duke said no meeting information.

Director's Items

Wight said eclipse went very smoothly and special kudos to KJ who did a piece at Roosevelt Park and enjoyed in quieter way, Rogers coordinated the 127 area, posted ranger position and had 31 candidates, hiring season is upon us, Rogers met with ELL program from High School and an HR Manager went with him and the students applied at the location, staff are sending list out to hiring managers of the students, new cameras up at several locations.

Commissioner's Items & Volunteer Hours

Morrigan had 10 extra hours, mostly Vice Chair duties, parks related was discovery of the trails in Ethan Allen Park, they could walk to their brother in laws house.

Lantieri had an additional 2 hours for Champlain Park, did lots in the parks the past month, little muddy but great time. Meeting with Madalinski on Friday to discuss final items on the Champlain Park, thinking of Green Up Day and the activities that he would be doing and organizing and asked if any plans for Green up Day happening.

Keech had no extra hours and asked about Green Up Day and was told that it is overseen in combination by DPW and BPRW and would get back with where to get bags etc. as have been very consumed with eclipse. Duke found the information of pickup locations for bags and Keech also asked where and how to pick up syringes and Wight said can do safely and look at the Vermont Department of Health website, stating they have a very good video and tutorial on how to do.

Duke had approximately 5 additional hours, said as a commission try and get some folks to public forum and get engagement for how to get parks safe and make sure the business stuff is last so people don't have to sit through.

Johnson had an additional 2 hours, did work at the garden.

Adjournment

Motion to adjourn at 8:05p by Morrigan, second by Lantieri, motion carried unanimously.



MEMO

Date: May 7th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: CKS Special Use Permit for May 24th, 2024

Request for a Special Use Permit at Calahan Park for a waiver to allow amplified sound.

Christ the King School (CKS) will be holding their annual Spring Challenge Field Day at Calahan Park on Friday, May 24th. Students will be engaging in a variety of outdoor activities including, but not limited to, kickball, tug-of-war, and obstacle courses.

The amplified sound will take place between 8:30am and 12pm, and will consist of music from a playlist and announcements. They will be informing the surrounding neighborhood via Front Porch Forum ahead of the event.

Contact for the event is Jon Hughes.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: May 7th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Vermont Progressive Party Special Use Permit for June 8th, 2024

Request for a Special Use Permit at Schmanska Park to hold a private fundraising at the Barn.

The Vermont Progressive Party (VPP) will be directly inviting existing donors and other guests to a small gathering at the Barn and encouraging them to support the party financially and in other ways such as volunteering. They are expecting around 30 people to attend and will have light refreshments. Funds raised will go towards supporting the party's mission to elect Progressive candidates to local, regional and state offices in an effort to make a large impact on their three party pillars: social, economic and climate justice.

Contact for the event is Marielle Blais.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit.



MEMO

Date: May 7th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Burlington Burn Club Series Special Use Permit for the 2024 Season

Request for waiver at Battery Park to allow amplified sound from 7pm – 9pm from May 22nd – October 23rd and extend the reservations without amplified sound until 10pm for Burlington Burn Club's bi-monthly gatherings.

Burn Club provides a safe setting for people to spin fire. It reduces the illegal backyard burns and unsafe, unapproved spinning in parks. The community is very respectable with the Burlington Burn Club's guidelines and understanding what it means to be a member. They have 2 senior members who will be the point safety people, along with 3 other board members who will give hosting support. They are anticipating 10 – 30 attendees per date and will coordinate with BPRW staff to finalize the necessary park permits. After that, they will get the necessary permits from the Burlington Fire Department, who has approved their requests in the past. This will be their 5th season in Battery Park.

Requested Schedule for 2024:

May – 22nd
June – 5th & 19th
July – 17th & 31st
Aug – 7th & 21st
Sept – 4th & 18th
Oct – 2nd, 16th & 23rd

Their requests are on days with no conflicting events.

Contact for the organization is Kayla Steen.

Staff Recommendations:

Allow waiver for amplified sound from 7pm–9pm and reservation extension without amplified sound from 9pm–10pm from May 22nd through October 23rd.



MEMO

Date: May 7th, 2024
To: BPRW Commission
From: Richard Bailey, Events Coordinator
RE: CFF Special Use Permit for September 15th, 2024

Request for a Special Use Permit at Oakledge Park to hold a fundraising event and for a waiver to allow amplified sound.

The Cystic Fibrosis Foundation (CFF) will be hosting their annual walk at Oakledge Park on Sunday, September 15th. Fundraising efforts for this event help support their mission to cure cystic fibrosis and to provide all people with CF the opportunity to lead long, fulfilling lives by funding research and drug development, partnering with the CF community, and advancing high-quality, specialized care.

This event is expected to have around 300 participants and 20 volunteers. They are requesting use of the Bike Path from Oakledge Park to Perkins Pier and back. CFF is anticipating that they will be providing complimentary snacks for participants but if that changes are prepared to work with the Department to ensure all vendors follow the required guidelines and go through the proper process. They will be providing port-a-lets and their staff and volunteers will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The amplified sound will take place between 9am and 12pm, and will consist of a DJ and announcements. They have already booked the Upper and Lower Shelters at Oakledge Park.

Contact for the event is Jim Gilbert.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: May 14th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Friends of the Frame Programming at the Moran Frame, 2024

Request for waiver at the Moran Frame to allow for amplified sound for Friends of the Frame events and programming throughout 2024.

Friends of the Frame organized to facilitate the sustained use of The Frame as an ever-evolving public space. Their goals are to present high-quality, inclusive public programming, to support ongoing stewardship and to procure funding for the Frame.

There will be movie nights organized by Friends of the Frame throughout the Summer and Fall at The Frame from 7pm – 10:30pm, with amplified sound, food vendors and bar services for the following dates:

- Thursday, July 11th
- Thursday, July 18th
- Thursday, August 8th
- Thursday, August 22nd
- Thursday, September 5th

There will potentially be a live music event at the Frame on either September 20th or 21st from 6pm – 9pm.

Friends of the Frame contact is Zach Campbell.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.

BCA

MEMO

Date: April 29, 2024
To: BPRW Commission
From: Abra Clawson, BCA Event Manager
RE: Special Use Permit for June 9, 2024

Request for a Special Use Permit at City Hall Park to hold a Jazz Fest concert from **Noon** to **6pm** on **June 9th** and for a waiver to allow amplified sound.

The annual Burlington Discover Jazz festival will present a free concert in City Hall Park on June 9th, as a tribute to Joe Moore. There will be 10 Flynn staff working the event, along with one BCA site manager. The Flynn expects up to 1000 attendees throughout the day. Bands include Pork Tornado, Dwight & Nicole, Myra Flynn, All Night Boogie Band, and more. There will be an enclosed beer garden with bar service provided by Zero Gravity near the stage, on the south lawn.

The Flynn will be working with BCA to ensure all vendors follow the required guidelines and go through the proper process including having a Certificate of Insurance. They and a BCA staff member will be responsible for site clean-up.

Amplified Sound will take place between **11am** and **6pm**. This is on a day with no conflicting events.

Contact for the event is **Matt Rogers**.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.

BCA

MEMO

Date: April 29, 2024
To: BPRW Commission
From: Abra Clawson, BCA Event Manager
RE: Special Use Permit for June 15, 2024

Request for a Special Use Permit at City Hall Park to hold a City festival from **11am** to **11pm** on **June 15th** and for a waiver to allow amplified sound.

The annual Juneteenth Celebration will take place partially in City Hall Park on Saturday, June 15th, 2024. There will be 6 staff members from the REIB Team, and 10-20 volunteers throughout the day. In addition, BCA will have Event Staff aid in the production and facilitation of this event. There will be anywhere from 1000-2,000 attendees for the event, spread throughout the entire day. This is consistent with attendance on other busy summer weekends in City Hall Park. An event permit application has been sent to the city clerk for approval.

Okay Okay will be working with BCA to ensure all vendors follow the required guidelines and go through the proper process including having a Certificate of Insurance. REIB and BCA staff will be responsible for site clean-up.

Amplified Sound will take place between **11am** and **11pm**. This event will take place in conjunction with the BTV Market that day.

Contact for the event is **Taryn Maitland**.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: May 7, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Greg Burton Special use Permit for August 25, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a picnic on Sunday, August 25, reservation hours are 9:00am – 9:00pm.

The amplified sound used will be from a microphone and PA system, and will take place from 2:00pm to 5:00pm. They will have 70 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: April 11, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Teah Peloquin Special use Permit for August 31, 2024

Request for waiver at Oakledge Upper Shelter to allow amplified sound for a Wedding on Saturday, August 31, reservation hours are 9:00am – 9:00pm.

The amplified sound used will be from a family member's DJ speakers, and will take place from 3:00pm to 6:00pm. They will have 80 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: May 7, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Elizabeth Borger Special use Permit for August 9, 2024

Request for waiver at Leddy Tent Shelter to allow amplified sound for a Memorial Service on Friday, August 9, reservation hours are 3:00pm – 8:00pm.

The amplified sound used will be from a music speaker and a microphone during a picture slideshow of someone's life, and will take place from 4:00pm to 7:00pm. They will have 50 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: May 7, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Jennifer Gallagher Special use Permit for May 18, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a graduation party on Saturday, May 18, reservation hours are 3:30pm – 9:00pm.

The amplified sound used will be from a microphone, and will take place from 5:00pm to 8:00pm. They will have 70 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: May 7, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Jean Evans Special use Permit for August 21, 2024

Request for waiver at Oakledge Upper Shelter to allow amplified sound for a UVM Welcome Back Picnic on Wednesday, August 21, reservation hours are 3:30pm – 9:00pm.

The amplified sound used will be from a small faculty band's speaker system, and will take place from 3:30pm to 6:30pm. They will have 75 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: May 7, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Erik Post Special use Permit for June 22, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a birthday party on Saturday, June 22, reservation hours are 9:00am – 9:00pm.

The amplified sound used will be from a karaoke machine, and will take place from 1:00pm to 4:00pm. They will have 25 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.

Request for waiver at City Hall Park to allow amplified sound for BCA events and programming throughout the summer of 2024.

BCA staff contact is Zach Williamson.

Burlington City Arts is pleased to embark on the fourth summer of community events in City Hall Park. This programming ensures that the park remains a vibrant public space, increases accessibility to the arts, and creates a sense of belonging for community members across a spectrum of ages, races, abilities, and incomes. City Hall Park's programming also invests in our local and regional arts community by paying out over \$40,000 in performance fees directly to artists. During these events, it is clear that we attract people to downtown Burlington and aid local businesses, restaurants, bars, and clubs by creating a positive and welcoming environment.

There will be weekly events and programming organized by BCA throughout the summer at City Hall Park, both with and without amplified sound. They will not exceed the parameters surrounding park usage stated in the City Ordinance. Weekly programming includes the BCA Summer Concert Series, The Twilight Concert Series, Splash Dance, Sunday Classical and the BTV Market. Programming will run from June 1 to September 28, though not every series covers that full date range.

BCA Summer Concert Series: Wednesdays and Fridays at 12:30 to 1:30pm

BTV Market: Saturdays, 11am to 3pm

BCA Market Music: Saturdays 11:30am to 12:30pm

BCA Splash Dance: Saturdays at 1 to 3pm

BCA Twilight Series: Every Other Friday, 7:30 to 9pm, Saturday at 6:30 to 9pm

BCA Sunday Classical: Every Sunday at 10am (July & August only)

Thank you,

Zach Williamson
Festival & Event Director
Burlington City Arts



SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – May, 2024

Department accomplishments and notable staffing developments since the last report

- May work anniversaries – Chri Beaudry (36!), KJ Doyle (2), Mulu Twelde (4), Neil Preston (2), Deryk Roach (13), Ritchie Snow (39!). We are incredibly fortunate to have the historical knowledge that Chris and Ritchie bring to the department along with the fresh new perspectives of our two-year anniversary folks of KJ and Neil!



Full staff workday to clean out Leddy bioswale – Mayor Emma joined us!

Major upcoming events: <http://enjoyburlington.com/events/>

- Kid's Weekend! May 17 & 18 - <https://www.btvkidsday.com/> - be sure to see the bouncing Beau the Bee our mascot on the event landing page – clever, eye-catching graphics

Recreation Division Update

Recreation Programs & Camps

- Spring Vacation Camps were a big success. Over 100 Burlington youth participated in day camps at Leddy Arena, Licensed Child-Care Vacation Camps at Miller Center & a variety of sports camps.
- Our VOREC Grant purchased mountain bikes and bike trailer are currently on leg two of a three stop tour, providing kids with biking experiences through physical education programs at CP Smith School in Burlington, Brewster Pierce Elementary in Huntington and Underhill Central in Underhill.
- Recreation team is busy with summer staff hiring and preparing for staff training and our wide variety of camps and programs.
- A new yoga class started at the Miller Community & Recreation Center. Gentle Flow Yoga with the YMCA. This class is made possible by a partnership with the YMCA
- A new round of American Sign Language classes at the Miller Community & Recreation Center. Those include: ASL 1, ASL 2 & 3, and Continuing in ASL.
- Ongoing classes at the Miller Community & Recreation Center: Beginning and Intermediate Line Dancing, & Tai Chi with the YMCA.
- Dance and piano classes continue at the ONE Center in partnership with AALV

CORE Adult Center

- Exercise and Movement classes have been well attended. These include Bone Builders, Chair Dance, and Gentle Yoga
- The group had an opportunity to experience the Get Set up Classes on-line offered by the local Area Agency on Aging. This is a web site that offers daily activities in movement, art, travel and much more. Our group viewed cooking with an air fryer, Medicare Fraud, and what you need for your watercolor starter kit.
- The group created personal pita bread pizzas and a delicious pasta dish with Chef Mulu.
- Our volunteers are so important to the CORE enrichment program. They teach monthly sewing, watercolors and group singing. We really appreciate their time and efforts.
- Our monthly restaurant outing was thoroughly enjoyed by the group at Ray's Seafood.

Leddy Arena Programs

- 44 skaters performed in our annual Spring Show on May 4th
- Our coach Martha Harding made a guest appearance in a musical number dedicated to Jimmy Buffett and it was a huge crowd pleaser
- We said congratulations & farewell to two BHS figure skating seniors Jane Stiek Shaver and Brima St. Francis
- Morning Freestyle ice is wrapped up at the arena and skaters are sending in checks to pay off their bills rather than pay the credit card transaction fee
- April Vacation Camp proved very rewarding and successful, all campers skated the full 2 hours everyday and many were looking forward to Cool Camp with us
- The warm weather allowed us to do more nature walks along the grounds of Leddy Park
- April Vacation Camp utilized prompts during the enrollment process on civic rec so we knew well in advance some of the medical and behavioral needs of the campers and adapted our activities accordingly



Mulu leading a cooking class with our CORE Adult Center

for
of

Recreation Events

- Our department events team continues to work closely with Burlington City Arts and the Church Street Marketplace to prepare the BTV Total Eclipse Event on April 8th. Burlington is in the "Path of Totality" for this rare astronomical event, and we are expecting tens thousands of visitors. We are planning entertainment and food trucks at Battery Park, Waterfront Park, City Hall Park and Roosevelt Park. Many of our other parks are designated viewing sites. The BTV Total Eclipse Event team is working with BPD, BFD, BPW, UVM and local transportation companies to create safety, traffic and parking plans for the day.
- Kids Weekend is later this month with events scheduled for Roosevelt Park on Friday, May 17th and at Waterfront Park on Saturday, May 18th. Performers include Troy Wunderle Circus and Burlington's own A2VT. There will be train rides for kids on the Big Blue Trunk Express and bouncy houses for kids at both Roosevelt and Waterfront Parks.
- July 3rd Fireworks planning is in full swing with safety, traffic and parking meetings taking place this month. All food vending permits for Waterfront Park have been awarded and KJ Doyle is working on finalizing live music and other entertainment.

- Preparations for Leddy Beach Bites are nearly complete, with a dozen or so food vendors set to serve delicious dishes over five Wednesdays in July and August. Live music for these events has also been booked.

Athletics

- The 2nd Annual Round Robin Pickleball Tournament will take place the weekend of May 11-12.
- The Youth Lacrosse teams are hosting the first games of the season on May 4 and 5 at Leddy Park. We ended up with 63 grade 3-8 participants and 30 grade 1-2 participants this season.
- The Itty-Bitty Soccer program is full, with 40 participants and starts on Tuesday, May 7 at Calahan Park.
- Christine Hagan is the Volunteer Coach of the Year for 2023. She has coached for several years for both our youth soccer and basketball leagues. We are very grateful for her dedication, leadership, and positive impact on our programs as well as her unprompted, individual efforts to get more girls involved in basketball, by providing playing opportunities outside of our basketball season.



Christine Hagan – our
2023 Volunteer Coach of
the Year!

April 8
that day to
restrooms

Recreation Facilities Division Update

Leddy Arena

- Leddy Arena and Park served as an official viewing site for the eclipse. Thanks to Scott, Stan, Kurt and Bert who were on site sell ObscuraBTV merchandise to the public and to keep and the facility clean for our eclipse visitors.
- Leddy staff continues to work on compliance issues within the facility including receiving signage for the mechanical room, cleaning, meeting with refrigeration contractor ARC to complete relief vent calculations and develop initial ventilation specs, meeting with Red Rock Mechanical to develop specs and cost estimate for emergency shower and eyewash stations and contacting haulers for removal of waste oil stored on site. As the busy skating season winds down, staff will also start to work on “housekeeping” items like painting and rust removal on mechanical components.
- April begins the “slower” season at Leddy Arena as the studio ice is removed at the end of March. April activities included four school groups, five birthday parties, Full Stride’s Champlain Shootout women’s hockey tournament, CVSC hosting figure skating High School Sectionals, a figure skating test session and numerous private groups. With the closure of other area rinks earlier in the spring, we continue to see a strong demand for ice time, particularly from year round hockey programs.
- Leddy Arena staff have decided not to have a full spring shut down this year, in part due to continued demand for spring ice. Instead, staff will shave down the ice to get a clean, clear base and then rebuild the ice, rather than removing and reinstalling the ice entirely. This experiment will inform us as to the costs/benefits of removing the ice every year and will save some expenses incurred annually.

Miller Center

- During her “down time” Candice Holbrook, Miller Customer Service Associate, has taken on several new projects including cleaning out and reorganizing our storage closet, developing Standard Operating Procedures for customer service functions and tracking and documenting childcare certificates for summer camps.

- On April 21 the Miller Center was the target of vandalism when three large windows in the Art Room and Frog & Toad daycare were broken with large rocks thrown through them. Thanks to the Parks and Central Facilities staff for boarding up the windows promptly and working to get replacement cost estimates.
- March activities at Miller included April vacation week camp, pickleball clinics, a two day Wilderness First Aid course, a memorial service, a CEDO lead training course, NPA Steering Committee and By-laws Committee meetings, Soccer Sparks, Burlington Rugby, Lone Wolf basketball, a UVM Extension training, VRPA's two day Playground Maintenance Training course, and numerous other gym rentals (still lots of pickleball!) and room rentals for meetings and events.

CORE

- April was a busy month at the ONE Center with a wide variety of activities including an Eid celebration hosted by the VT Afghan Alliance, Mayor Mulvaney-Stanak's community celebration and clean-up day, a Public Philosophy Week presentation, a sold-out wrestling event, a Passover Seder dinner hosted by Ruach Hamaqom, a roller skating night and a UVM Medical Center/Pride Center mentorship celebration, along with all of our other regular user groups.
- April projects included significant work on the FY25 budget, VRPA budget work, meetings with City's fees consultant, Leddy Arena compliance projects, VT State Pickleball Tournament committee work, and scoring of NRPA Scholarship and Fellowship applications. It was also great to see 8 out of 10 of our Rec Facilities staff at April's all staff work day at Leddy Park where we were joined by Mayor Emma!



Fitness classes at CORE

Park Division Update

Conservation Program

- Orientation for seasonal staff
- Provided staff support for Mayor Mulvaney-Stanak's community work day
- Engaged Dr. Bill Keeton from UVM for a restoration report for damage caused by SD Ireland at Kieslich Park
- Drafting RFP for improved entrance to Arms Forest from the Burlington Greenway
- Designing a kiosk for Arms Forest based on current sign standards that can be built in-house and replicable to other areas at a reasonable cost



Sam from our Conservation team supported the Mayor's ONE clean-up day

Central Facilities Program

- Exterior fence project is well underway at Memorial Auditorium.
- Working on updates for Mayor's office space.
- Exterior renovation at Lakeview coming along well!
- Installed new door at Pine Street for security.
- Water leak and damage repaired in Bushor Conference Room.
- Official first week of City Hall Park fountain start up for the season!
- Security camera installations completed at 311 North Ave and The Boathouse.
- Rebuilt pump for arena HVAC needs.
- Installed new ventilation system at North Beach shower building.
- Installed new contactor at City Hall.
- Got graffiti van up and running and loaded with paint for the summer.
- Started updating SDS information.
- Hired new custodian Nicolai who starts May 6.
- Initial planning meeting for geothermal well testing at City Hall.
- Elevator repair work at 200 Church and City Hall completed.
- Vandalized windows at Library replaced.
- Continual HVAC troubleshooting and repair.
- Continual graffiti, trash and needle clean-up.

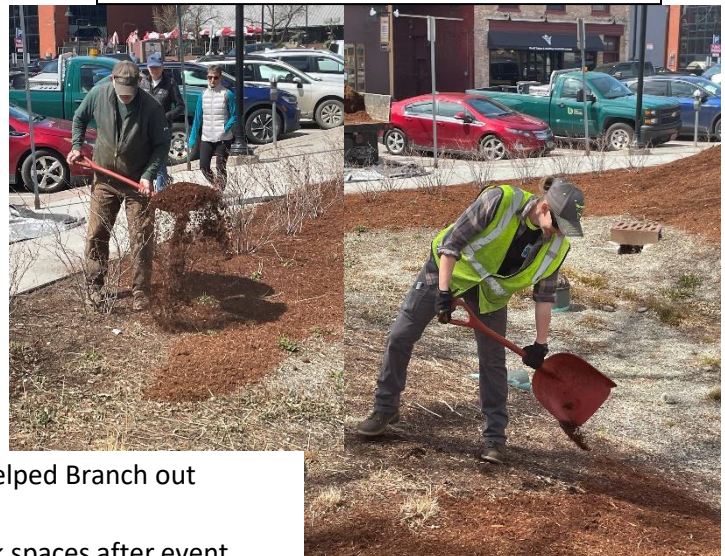


Rebuilt pump at Leddy

Prepping City Hall Park for the season

Tree and Greenways Program

- Responded to resident requests as needed.
- Completed scheduled street tree pruning
- Ongoing updates to tree inventory.
- Regular maintenance of all equipment.
- Completed spring planting of 100 trees in park spaces and along streets throughout the city
- Completed spring cleanup and mulching of all park trees and gardens
- Completed planting of all new trees in Branch out Burlington city tree nursery and helped Branch out Burlington with annual tree sale.
- Helped with eclipse event and cleanup of park spaces after event.
- Pruned trees in North Beach Campground to remove all hazard dead wood prior to campground opening.
- Delivered wood chips and compost to all community garden sites.



Park Facilities Program

- Many of the crew worked at Waterfront Park and Perkins Pier during the Solar eclipse to help with parking and clean up.
- Ian and Jake installed new netting for Burlington Schools track and field.
- Oakledge upper and lower shelters water has been turned on.

- Battery Park band shell water is on.
- Calahan Park concession and Schifilliti Park concession water has been turned on for Little League start up.
- City Hall, Leddy and Callahan irrigation has been turned on.
- We installed the electric fireplace at our stone cottage.
- Down at the waterfront A , B , C and D docks have been installed Electricity and water to follow.
- We installed conduit on our docks so Burlington Telecom can add WIFI.

Installed electric fireplace at the Red Stone Cottage



Cemetery Program

- In the month of April Cemetery staff sold 6 new lots for burial at Lakeview Cemetery
- In the month of April Cemetery staff performed 6 full burials and 4 cremation burial
- Continued Lot Card entry in Pontem. Completed through Bin, correcting previous lot owner entries and making certain the correct owner is listed. Continued the process of providing women's names wherever possible.
- Researched multiple lots for inquiring families and grave researchers
- Performed equipment maintenance
- Performed grounds maintenance at Lakeview, Elmwood and Greenmount Cemeteries
- Exterior repair work on office building continues.

Ritchie painting fields and AI applying seed to Calahan



Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Performed playground inspections
- Performed playground maintenance
- Performed equipment maintenance
- Supported Park Rangers
- Installed 100 yards of playground chips to most playgrounds within the City
- Responded to VUEWORKS as needed
- Worked on Spring athletic fields, and prepped tennis courts.
- Painted Lacross fields at Leddy Park
- Painted soccer fields at Calahan Park
- Prepped and maintained baseball and softball fields
- Aerated Athletic fields and Parks
- Applied spring seed and fertilizer to athletic fields and parks system turf
- Cleaned and maintained city beaches
- Hired seasonal employees for summer of 2024
- Started mowing parks and athletic fields



Planning Division Update

○ Projects Progressing:

- **Accessibility to Parks:** Four additional parks are being assessed; project wrapping up end of June.
- **Bike Park at Leddy Park:** on hold.
- **Boathouse Feasibility Study (co-managing with waterfront):** Bids have been received and are being reviewed.
- **Calahan Park Sidepath:** Initial steps in the project are underway.
- **Champlain Street Park Renovations:** Construction is in full swing! Concrete walkways have been poured and grading of the remaining areas continues.
- **Dewey Park Refresh:** Foundation work has started! Monument to be installed in June.
- **Lakeview Cemetery Section 8 – Phase 1:** Will be revising the RFP and reposting soon with additional clarity on the scope. (ongoing)
- **Leddy Park Comprehensive Plan:** BPRW Staff continue to work with consultants to wrap up final report of the plan. (ongoing)
- **Leddy Park North Gully Stormwater Study:** Soil borings occurred and summary forthcoming.
- **Marina Dredging (co-managing with Waterfront):** Additional information about soil analytics have come to light. Staff are working with DEC on a path forward for this project. (ongoing)
- **Oakledge for All Universal Access:** Contractor selected for slide modifications; to be completed in May. (ongoing)
- **Roosevelt Park Comprehensive Plan:** BPRW staff have reviewed preliminary concepts for the park plan and are working towards a June 6th public meeting. All are encouraged to attend and spread the word!
- **Schifilliti Path:** Kickoff meeting scheduled first week of May with contractors, resident engineer and BPRW staff.
- **Voices of St. Joseph Orphanage Memorial:** On track for installation in 2025; working on permitting and coordinating with the Greenway connection from Kieslich with Cambrian Rise. (ongoing)



Concrete work at Champlain St Park



Projects Starting Soon:

- **127 Path Feasibility Study:** Scope of work sent to potential proposers; awaiting proposals.
- **Open Space Plan Revision:** Awaiting proposals.
- **Pomeroy Park Playground Redesign:** Will kick this project off with community outreach.

Projects supporting other divisions/ departments: (abbreviated)

- Barge Canal Reuse Planning
- Battery Street Corridor Study

- Great Streets/Main Streets
- Playground Equipment and Compliance
- South End Planning

Waterfront Division Update

- **Park Ranger Program**

- The Ranger program is now directly reporting to Erin Moreau, on an interim basis until the best location for the program is identified in the City.
- We have started the interview process for the FT Ranger position. We anticipate to interview 5 candidates over the next two weeks.
- Rangers continue to patrol the Parks, perform encampment item removal and storage and cataloging current conditions in each park.
- We are working with the City team to identify the best path forward in public camping and the needed resources in place for staff and community.

- **Campground & Beaches**

- North Beach & Oakledge staff has been hired and we will start rolling them in May 1 to get the campground and beach ready to open.
- Both Oakledge & North Beach will open May 15th.
- Campground Reservations for the 2024 season are still rolling in.
- Current Projects:
 - The main Campground restroom ventilation has been updated, many thanks to Ryan & Kim! We have hired professional painters to paint the entire restroom with spa paint, in hopes it will hold better in our humid conditions. New floor dryers will be used, as well as new power-washing equipment to better deeply clean.
 - New gutters were installed on the Cottage building in April.
 - A new concrete pad was poured for our wood room at the Campground. This will help keep the wood dry and increase our storage capabilities.

Marina

- The April 8th Eclipse was a significant focus during early April. Efforts to coordinate parking rate changes, make temporary signage, prepare Perkins Pier for large-scale parking operations, and prepare Waterfront Park, the Pease Lot, and the Pease lot bathrooms for “July 3rd” sized crowds took significant efforts.
- Final payments for seasonal slips were received at the end of March and early-April, with minor amounts of slip shuffling and slip sales occurred.

Sunset watchers at
Waterfront Park



- The Royal Group installed security cameras at the Boathouse in several new locations and a purchase order was issued for new cameras to be installed over the marina at Perkins Pier. This is a work in progress and further updates will be shared next month as we get closer to installation.
- Final preparation for Wifi on the docks at the Boathouse was completed by the facilities maintenance team.
- Staff hiring was completed for the season.
- The Marina will open for the 2024 Season on May 15th. This date signals the official opening of all amenities along the Waterfront, from restrooms to parking.



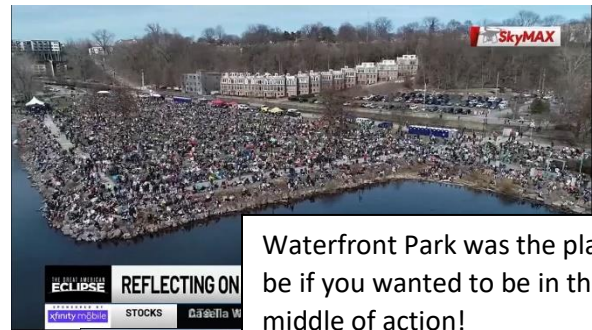
Not a bad work view for our marina team!

Parking

- There has been typical seasonal coordination between BPRW and DPW Parking Services to issue seasonal permits for boaters, seasonal staff and other commercial partners. The relationship continues to grow as we enter our second complete season under this new parking management strategy.
- New signage has partially arrived with more signage arriving soon. The entire new sign package for North Beach, Coast Guard, Pease, Perkins and Oakledge will be installed in mid-May. This is a significant project that will help us manage all of our parking more efficiently, while also increasing our revenues.

Events

- We have continued to receive and review all applications and required documents for the upcoming events season.
- We had our first WFP event of the Spring/Summer season in addition to the COTS walk in Battery Park. While a new event to WFP, this Epilepsy Foundation walk event has happened in other parks in past years. This was a great opportunity to introduce these types of events to WFP and will hopefully lead to more use of WFP for walks and smaller fundraiser events in the future.
- Significant engagement has occurred with upcoming walk events with both the events themselves and the current City Admin team.
- We have continued to coordinate/manage the Banner program with our Marketing Staff. This includes managing the calendar and re-examining the program to better serve the City and Public Communications/Promotion opportunities.



Waterfront Park was the place to be if you wanted to be in the middle of action!



Admin Division Update

Marketing & Communications

- Marketing completed work on the successful Obscura BTV Eclipse Events on April 8. It was a huge effort from all involved and we were happy to be a part of the historic event.
- Marketing supported coordination and promotion of the 4th annual City Nature Celebration, including Spectacular Nature Day at the Intervale Center! This year's event was marked by high attendance, no rain, musical performances, and lots of learning!
- Marketing is working to promote departmental events including the Kids Weekend and Spring Pickleball Tournament, and preparations for July 3rd campaign.
- Working to help promote the Roosevelt Park public Meeting on June 6.
- Assisting REIB with Dewey Park, Embrace & belonging Monument construction public communications efforts.
- Meeting with IT to begin planning for a new website.
- Working with Waterfront team to plan and implement communications around 2024 season beach closures and new procedures.
- Working on language translations and processes for the entire department.
- Launched department-wide recruitment on paid social media and with print posters.
- Working on signage for cemetery, parking, wayfinding, construction and project updates.
- Helping provide graphic design assistance to Park Foundation's Playground Fundraising Campaign.
- Marketing is helping to transition the banner program to Waterfront events team.

Director April Highlights

- Welcomed our new Mayor!
- Supported the city-wide Eclipse team by covering a "merch" tent on Church St the weekend before the Eclipse. Visitors and locals were quite excited about the event.
- Significant work on FY24 and FY25 budgets. We have significantly more credit card bank fees and are working on instituting surcharges across all sites to help recover those fees.
- Started spring annual reviews for direct reports
- Enjoyed the opportunity to engage with the Conservation team with their seasonal staff training
- Had my first 1:1 meeting with the Deputy Chief of Staff, Joe Magee. We will meet every two weeks and the regular communication with the Mayor's office is most welcome and helpful.
- Enjoyed a much needed vacation the end of April. While I needed to spend significant time during my vacation doing FY25 budget work, I still enjoyed the break from daily meetings and had time to read, bike, hike and visit with family.

Commission notes

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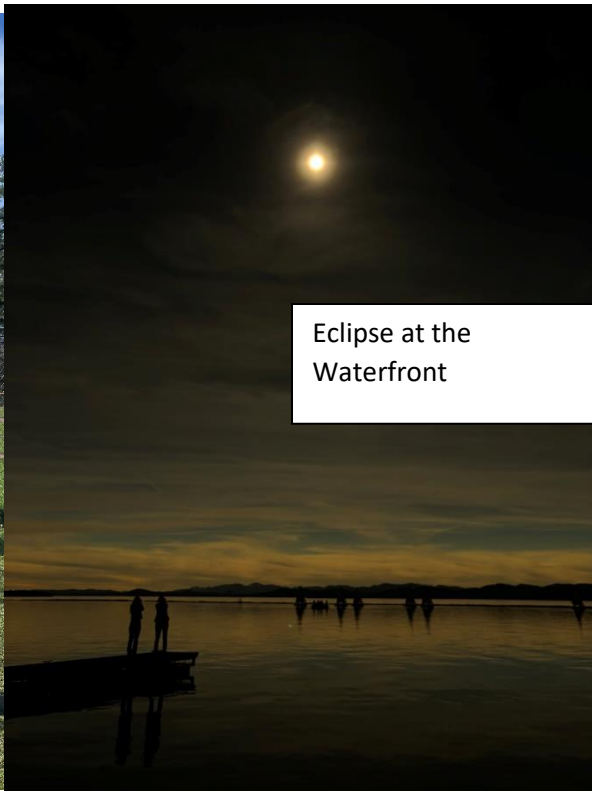


More pictures from our
Leddy bio-swale full staff
clean-up day

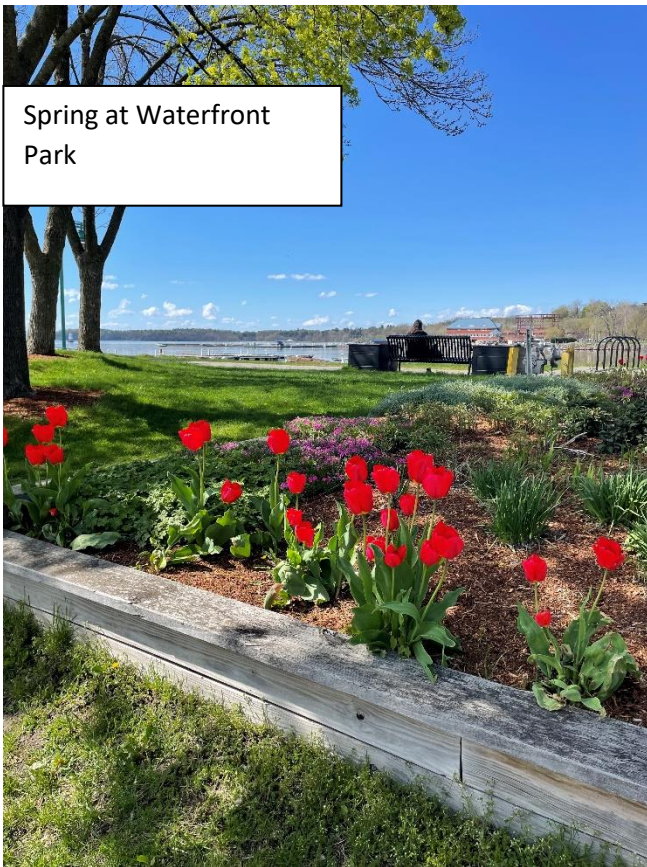




New red maple at Calahan to replace a large oak lost in a storm



Eclipse at the Waterfront



Spring at Waterfront Park



Cooking with Mulu!





Leddy softball looking
pristine on game day!



Calahan hopping on a Saturday and the pic doesn't include the
full soccer fields and baseball fields!