



**Tuesday, August 13, 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

August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM

Category

1. Agenda

Department

Parks, Recreation, & Waterfront

Type

Procedural

Recommended Action

2. Consent Agenda

Subject	2.1. Request for Special Use Permit and Sound Waiver for CHT Member Picnic at North Beach Shelter
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.

Subject	2.2. Request for Special Use Permit and Sound Waiver for P. Brown Church Event at Oakledge Upper Shelter
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.

Subject	2.3. Request for Special Use Permit and Sound Waiver for CHCB Company Picnic at North Beach Shelter
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.

Subject	2.4. Request for Special Use Permit and Sound Waiver for BCA to hold a Concert with Turning Point in City Hall Park
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.

Subject	2.5. Request for Special Use Permit and Sound Waiver for Momo's Market Neighborhood Event at Pomeroy Park
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.
Subject	2.6. Request for Special Use Permit and Sound Waiver for VT Progressive Party Gathering at North Beach Shelter
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.
Subject	2.7. Request for Special Use Permit and Sound Waiver for GBGSL End-of-Season Jamboree at Calahan Park
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, and approve the request for special use and sound waiver.
Subject	2.8. June Commission Meeting Minutes
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	waive the reading, accept the communication and approve the minutes.

3. Public Forum (Time Certain 6:00PM)

Subject	3.1. Verbal Comments
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Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	3. Public Forum (Time Certain 6:00PM)
Department	Council and Board
Type	

4. Deliberative Agenda

Subject	4.1. Mayor Emma Mulvaney-Stanak Update (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information Report

Subject	4.2. Swim Water Update Process: Erin Moreau, Waterfront Superintendent & Harbormaster, BPRW (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 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	4.3. Public Comment Approach: Lee Morrigan, Commission Chair (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion

5. Standing Items

Subject	5.1. Parks Foundation Update (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	Report
Recommended Action	

Subject	5.2. Off-Leash Dog Sub-Committee (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	Report Information
Recommended Action	

6. Director's Report

Subject	6.1. Report (attachment)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	6. Director's Report
Department	Parks, Recreation, & Waterfront
Type	
Recommended Action	

7. Commissioner's Items & Volunteer Hours

8. EXECUTIVE SESSION

Subject	8.1. Kieslich Park Settlement (verbal)
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	8. EXECUTIVE SESSION
Department	Parks, Recreation, & Waterfront
Type	Information
Recommended Action	

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	August 13, 2024 - Parks & Recreation Commission - Tuesday, August 13, 2024, 5:30 PM, 645 Pine Street, Front Conference Room, OR REMOTELY via ZOOM
Category	9. Adjournment
Department	Council and Board

Type

Action
Procedural

Recommended Action



MEMO

Date: July 2, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: CHT Special use Permit for August 17, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a CHT Member Day picnic on Saturday, August 17, reservation hours are 9:00am – 2:30pm.

The amplified sound used will be from a microphone, and will take place from 11:00am to 2:00pm. They will have around 200 attendees, in and out throughout the reservation.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: July 2, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: Patrick Brown Special use Permit for August 18, 2024

Request for waiver at Oakledge Upper Shelter to allow amplified sound for a church event on Sunday, August 18, reservation hours are 9:00am – 9:00pm.

The amplified sound used will be from a microphone, and will take place from 11:00am to 2:00pm. They will have around 70 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: June 17, 2024
To: BPRW Commission
From: Candice Holbrook, Customer Service Associate
RE: CHCB Special use Permit for September 12, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a company picnic on Thursday, September 12, reservation hours are 9:00am – 9:00pm.

The amplified sound used will be from a microphone and low sounding music, and will take place from 2:00pm to 5:00pm. They will have around 200 attendees, in and out throughout the day.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.

BCA

MEMO

Date: July 26, 2024
To: BPRW Commission
From: Abra Clawson, BCA Event Manager
RE: Special Use Permit for August 24, 2024

Request for a Special Use Permit at City Hall Park to hold a public concert from **3pm** to **10pm** on **August 24th, 2024** and for a waiver to allow amplified sound.

This event will be informative of, celebratory for, and stigma busting to Recovery and Substance Use Disorder. The city is partnering with the event to reduce the site rental fee. This event has been held in the park annually for the last three years, working with BCA.

This event is expected to have around **200-300** participants over the course of the evening, and **10** volunteers/staff. **The Turning Point Center** 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 BCA staff will be responsible for site clean-up.

The amplified sound will take place between **4pm** and **9pm** and will be a series of speakers, a DJ, and a band. BCA staff will be managing all production elements, including sound and lighting. The Turning Point Center has already booked City Hall Park.

Contact for the event is **Cameron Lauf**.

It is on a day with no conflicting events and will begin after the load out for the BTV Market is complete.

Staff Recommendations:

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



MEMO

Date: August 13th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Pomeroy Park Neighborhood Event Special Use Permit for September 13th, 2024

Request for a Special Use Permit at Pomeroy Park to hold a neighborhood event and for a waiver to allow alcohol and amplified sound.

Erin Malone, the owner of Momo's Market, has a goal of providing a space to celebrate the neighborhood, create memories with neighbors, enjoy the Fall and connecting members of the community together. They are expecting around 75 - 100 attendees. Food trucks will be providing food for the attendees. Foam Brewers will be selling beer. They will be responsible for fencing, ID checking and pouring and will provide the necessary documentation to do so. They have arranged for members of the neighborhood to be "security" for the event and they will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The gathering and amplified sound will take place between 4pm and 7pm, and will consist of live music by local band Barbacoa.

Contact for the event is Erin Malone.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: August 13th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Vermont Progressive Party Special use Permit for September 5th, 2024

Request for waiver at North Beach Shelter to allow amplified sound for a Vermont Progressive Party gathering on Thursday, September 5th from 3:30pm – 9pm.

The amplified sound used will be from a microphone for announcements, and will take place from 5pm to 8pm. They will have around 50 attendees.

The request is on a day with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: August 13th, 2024
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: GBGSL Special Use Permit for October 12th, 2024

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

Greater Burlington Girls Soccer League (GBGSL) will be holding their annual end-of-season Jamboree at Calahan Park on Saturday, October 12th. GBGSL has been using the Calahan Park soccer fields for their Spring, Summer and Fall seasons since 1997. At some point during the Jamboree, all of the players and their coaches plan to get on the field and dance to current pop songs and the Macarena together, usually resulting in a very long conga line.

The amplified sound will take place between 9:30am and 1pm, 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 Jamboree is Kristine Jacob.

It is on a day with no conflicting events.

Staff Recommendations:

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



**PARKS & RECREATION COMMISSION
Minutes
June 11, 2024
Parks and Recreation Commission**

Commission Present: Etter, Johnson, Keech, Lantieri and Morrigan

Staff Present: Wight and Putzier

The meeting was convened at 5:31 p.m. by Wight

Approval of Agenda

Wight asked for a motion to adopt the agenda, motion was made to approve with an amendment to move item #2.1. May Commission Meeting Minutes to the Deliberative Agenda by Morrigan, second by Keech. Motion to approve the agenda as amended by Morrigan, second by Lantieri, motion carried.

Approval of Consent Agenda

Motion to approve the consent agenda with the amendment to remove consent item #2.3 Special Use Permit for Burlington Community Justice Center at Oakledge Park by Keech, second by Lantieri, motion carried. Motion to approve the consent agenda as amended by Morrigan, second by Lantieri, motion carried.

Public Forum

Public forum opened at 5:36p.m. by Wight.

Steve Levy, 156 Locust Street stated he loves living in that location, lots of activities and was born in 1953 before transistor radios and asked what is the criteria for waiving amplified sound, very loud treble and was confused as to why the athletics need to have loud acoustics.

Also asked if the department was in charge of recreation path and was told yes. Morrigan said always more than welcome to come to commission when a permit is issued to dispute. Levy also stated he did not know what the typical rules were for obtaining permits and permission for amplified music and Wight encouraged to reach out to her with any questions or concerns and said she would be happy to contact the users of the field and or events. Wight also explained how to look up permits on Civic Clerk.

Philip Pezeshki, thanked the department for efforts at mitigating or controlling bittersweet in Longe Meadow, next to Arms forest, spoke with employee and all mowed throughout the field, before and after and was very impressive, now all mowed area is wonderful. Been in sporadic communication about the plan to manage the field, which will include bittersweet assumed and would be curious to see when the plan would be released. Relieved and grateful to see someone taking care of. Also after last commission meeting asking if anything will be done about the blazes in arms forest, finds distracting to visual piece of the woods.

Public forum closed at 5:45 p.m.



May Commission Meeting Minutes

Keech asked for clarification of off-leash dog area, particularly if the individuals would be voting members of the committee, assumed that they will come up with recommendation and it will then be approved by the commission and was confirmed that would be the process.

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

Election of Officers/Chair and Vice Chair

Wight opened nominations for Chair of the Commission

Morrigan said they were interested in position of Chair, had served as Vice Chair, enjoyed all and helping structure the agenda and other local government and everything coming together was very satisfying, while looking through the Council selection committee, Etter was left out completely through the process. Stated that very good catch and incredible able to happen that City Council was able to correct and maintain a very non-partisan commission and how much enjoyed serving.

Lantieri nominated himself as Vice Chair, 4th year on the commission, worked on various committees and groups and as other commitments have wound down seeing what it takes to do projects in the park has been great, studied community planning and trying to levy experience and give back in a leadership way.

Morrigan nominated themselves for the position of Chair, all in favor, passed unanimously.

Morrigan nominated Lantieri as Vice Chair, Keech Seconded, motion carried/passed unanimously.

City-wide Impact Fee Report

Wight explained that there was a user fee study done at the request of the board of finance at the budget creation last year. Said this one looked at multiple departments and did not look at the whole department and hard to pull out pieces but useful to pull out pieces. Looking to parks commission for support, high expectation for subsidizing, and will come back when feel some items should receive more subsidizing more than others, such as new programs that are intro/basic skills for kids to learn to do and don't look for 100% recovery and willing to help support. Community events that the full community can come to and willing to subsidize. Generally in most communities looking for 38% cost recovery they are looking for much higher, as we have parking and waterfront fees. Have increased fees based on that, more with user study and to continue to contribute more towards the fees, adult sports, day camps, marina, arena, evaluating facility rentals, lastly note working with CT as they believe they can substantially improve the spreadsheet and see if making the goals we would like and can get a sense as we set prices to make sure meeting cost recovery. Would like to bring back a real number to the commission in the future.

Keech said felt parks was a cash cow for city and then discovered got quite a bit of funding from general fund, some of recommendations that were made, such as adult classes, but as you go down further the highest price proposed is in senior programming and felt need some assistance as well as they are in later stages of life and should get some subsidy as well, also wanted to understand rentals at CORE and Miller and did not know if they are part of the groups doing the rentals and asking what grants they are receiving and taking them away to Parks for rent and see 7 specific groups being targeted and felt should just say no. Point was to examine more thoroughly and who should be taking the bite of the budget.



Wight explained that is one of the things that Cate is looking at, what is market rate and where does it fit with current non-profits and if below market rate, it would be ok to advocate and bring up to market rate and believe or not if below to increase. Senior programs is one that needs some adjusting and senior and adult should be looked at separately and can look at differently depending on the program. Some feel should be subsidizing young adults and they are in the lower income level than seniors.

Etter stated that seniors are still in the lower level and felt one reason so high is that currently already subsidized and the entire city needs to contribute, and money has to come from somewhere.

Keech asked if could still approach and ask for clarification of the breakdown and Wight said could review for August meeting and look and see if categories still make sense and if data can easily be manipulated to separate out adult from senior and the Arena from others and looking at it a little bit more in depth and look at the categories and level of subsidy.

Morrigan said a study from outside consulting firm and asked what the next step is for implementing and Wight said had done some already and every quarter report in on revenue and can be proactive on the conversation by sharing some direction from the parks commission on the rates and the categories. If talk about at the August meeting can share input on the categories and if any place that is out of line for cost recovery or not. Morrigan said the budget is finalized at the end of June and asked if it would then be finalized for FY26 and Wight said no as those and larger discussion will be setting fees in January for camps etc. and booking of shelters and specific items will need to be approved as in the past. Also that the commission could have a bigger part in making decision in cost and Morrigan was very excited about the commission being more involved and having a larger input.

Lantieri said from memory consultant might have left out some areas and asked if some left out and Wight said court and field rentals, and not sure if all recreation was included, the main piece that was not in was on the parks side, looked at all staff and time and not a penny of the budget that did not get allocated and in this one, only pieces of time were taken, some are allocated and need to take a broader look at and need to determine staff that don't fall under a specific area but are still allocated in another place within the budget. Hope to build very accurate spreadsheets and be able to share at the August meeting and more accurately make projections.

Etter said July 4th and Eclipse what about increasing parking or street taxes and restaurants for those events and if being properly allocated. Wight agreed gets complicated fast, not sure if they can take a look at a specific point in time and do a comparison.

Commission Member Projects

Morrigan started saying since at new session would be good time to have general conversation about what each persons interest area is and as items come up who's purview it falls under and if any projects or project areas to discuss as well. Morrigan said they are a local government and process nerd, special interest and goes to a lot of meetings and Council meetings, drawn to parks because of natural spaces and social services, interested in how sometimes public perception, media trail and reality can be very different. Interested in the social aspect of how can really energize people in different ways, currently on the sub-committee for Dog Task Force, not interested in new committee currently but in the future.



Johnson in terms of parks central area invested in was Community Gardens and felt very interesting area of service and amenity that city provides, have many gardens in Burlington and many are very passionate and offering support grounds him and become more interested in accessibility in the parks, recognizing where Burlington is improving and where can improve more, on the Dog task Force Sub-Committee.

Keech said his education and occupation is in the environment and does not have any volunteer hours to share as does not have time to spare. Loves conservation and stated all know his stance on the Dog Task Force.

Etter said budget finance as has time available, trying to keep parks simple and looking good, that can't solve every problem but what can address would be happy to help with.

Lantieri focus on equitable access to parks and green space, not every home or apartment has access and the majority for a good quality of life, come from community organizer and lots of people are in a tough spot currently and while parks can't solve everything, but if you have access to recreation and facilities and or to just a park, it makes a big difference and would like to reignite the spark and bring community together and cross reference ability to mix verbal with data.

Parks Foundation Liaison

Morrigan stated that Duke was previously the Liaison and no longer on the commission and had Wight explain the job of the liaison; stating the person attends meetings and then reports back to the commission, said it works well when it is the Chair, does not matter or have to be but the person has to be able to attend the meetings, sometimes monthly and shifting to quarterly and then committee work being done outside of that, went through big changes in the last month or so, spent a lot of time rebuilding, very impressive. Brooke Gilman stayed on and led, did great job, Brian Lowe will be the next Chair.

Morrigan said happy to do but wanted to open up to anyone that had a strong interest in doing, Lantieri said that he would be interested.

Morrigan nominated Lantieri to serve as the liaison, seconded by Lantieri, motion carried unanimously.

Standing Items:

Park Foundation Update

Wight said that they are continuing to work on playground campaign and general governance and next leadership with Brian Lowe stepping into the Chair Position.

Off-Leash Dog Sub-Committee

Morrigan said waiting on application to be digitized to be on line and to get out to as many people as possible, Morrigan and Johnson will be leading but reaching out to others, at August meeting will vote on who will be the two committee members. After selection will make sure to get recommendations to commission in timely fashion.

Lantieri asked if would vote on members in August and was told yes by Morrigan. Keech asked when would go public as a commission, specifically for applications and was told via email.



Lantieri said for point of information can send an email to all but cannot reply for public meeting purposes.

Director's Items

Wight gave shout out to Jon Sumner and said an expert at cleaning the floors and got lead pay for training custodians at City Hall and Leddy Arena on how to do and proper materials were on hand. Update working with Kieslich park and city attorney office Jo McNeil and great to see support and come out of retirement, next have discussions on encampments and P&R has been involved and listening and the real focus is that no camping in parks and also as supportive of placement of port o lets and some push back on cleaning and without staff are dealing with 5 gallon buckets of feces. Have some long term retirements coming up in June, Susan and Sarah Carter for long standing service with City as Recreation Specialists and will have picture in August report to see Lakeview Office building updates, hired architect to determine original likeness and rebuilt by hand the many pieces, absolutely stunning.

Morrigan stated appreciation on the support for here employees and getting in the trenches with them.

Commissioner's Items & Volunteer Hours

Morrigan had an additional 10 hours, good portion yesterday working with Council and going to a lot of meetings enjoying the change in season and sun and habit of wearing sun screen, really looking forward to new session.

Lantieri has 2 additional hours, Max and Neighbors of the park, not anyone in Parks fault, frustrating but what happens, excited about a July opening and asked if any updates with tree situation at Keislich park and if any changes. Wight said the conservation board touched on at their meeting and said would like to see some type of legacy impact and BPRW met with attorney office and working on final numbers of what staff cost will be over the next few years, staff time and finalizing and will work with SD Ireland, no hostile pieces, continued negotiations and open with communications and elaborate further on.

Johnson no extra hours, did host friend from Washington State and enjoyed, was very impressed with waterfront and Burlington parks and gave a thumbs up.

Etter has no additional hours.

Keech has no additional hours.

Adjournment

Motion to adjourn at 6:53 p.m. by Johnson, second by Etter, motion carried unanimously.



SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – August, 2024

Department accomplishments and notable staffing developments since the last report

- July work anniversaries – Lobsang Norbu (8), Matt Fredenburgh (7), Lobsang Gyatso (11), Daniel Schmidt (1)
- August work anniversaries – Sangay Dhondup (22), Kunhkhel Lama (4), Erin Moreau (14), Migmar Tsering (12)

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

- Wag the Waterfront, September 7, Urban Reserve
- Pride Festival, September 8, Waterfront Park
- Roosevelt Park Comprehensive Plan Final Public Meeting, September 24, 2024
- Oktoberfest, September 20-21, Waterfront Park

Fishing field trips!



Recreation Division Update

Recreation Programs & Camps

- June saw the return of one of BPRW's most rewarding programs, the Recreation and Nutrition program at Riverside, Franklin Square, South Meadow, and Roosevelt Park.
- A few program highlights included: ice cream making, culinary curriculum such as make your own fruit pizza and apple sandwiches, ice skating at Leddy, Starr Farm Park visits, biking on the bike path, Yoga at the Burlington Surf Club, Fishing at the Fly Rod Shop, Paddling and Sailing with Community Sailing Center, and a visit to Circus Smirkus
- Champ Camp has had a stellar summer thus far with great staff and an exuberant group of kiddos. They've been able to get out to the beach quite a lot and have enjoyed special enrichment such as a visit to the Maritime Museum, Ben and Jerry's Ice Cream, and a water slide!



- Champ continues to be in high demand with waitlists as long as the open number of spots, highlighting a clear need for additional summer childcare options in the future.
- Specialty camps at CORE have included Wicked Cool Science, Let Go Your Mind Lego, and Chess Wizards. All of which have had excellent turnout and very positive feedback. We look forward to offering a variety of options for campers to suit all types of personalities.

CORE Adult Center

- Exercise classes four times a week continue to be popular with Gentle Yoga, Bone Builders, and Chair Dance & Fitness.
- There were two cooking classes with Mulu and a baking class with a volunteer from the community.
- Crochet class was introduced to the group
- The adult center saw a rise in participant numbers this month as new people attended classes that sparked their interests.

CORE Adult Ceter programs



Leddy Arena Programs

- Leddy camps have been off to a fabulous start!
- We have 6 returning staff and morale amongst the crew is strong
- In July we have served over 260 youth at Leddy Arena camps
- Kinder Kamp is instructing 3 to 5 year old youth how to skate! Laced up ready to shred! 46 Kinder Kampers served so far.
- Right now we have over 76 registered participants in our summer freestyle drop-in ice that happens Monday-Friday, Sunday afternoons, and Tuesday and Thursday evenings



Recreation Events

- July 3rd Fireworks was big success. We estimate a crowd of around 20,000 people at Waterfront Park with more than 30,000 people throughout Burlington. Safety, traffic and parking for the event went very smoothly. We want to thank all City Departments, Green Mountain Transit and UVM for their invaluable support organizing and delivering the largest event in Vermont.
- Leddy Beach Bites is of to a tough start due to Wednesday evening weather. We have had to cancel three of the first four events due to severe weather warnings. We have makeup dates set for Wednesday, August 14th and Wednesday, August 21st.
- Planning has begun for our second annual Wag the Waterfront event which is scheduled for Saturday, September 7th.

Loading the barge with July 3 fireworks



Athletics

- Programs that are taking place in August: VT Voltage soccer camp, Talent skate camp, tennis camp, Soccer Sparks clinics, adult match & play tennis.
- Programs that took place in July: VT Voltage soccer camp, DGVt disc golf camp, Maven skate camps, tennis camps, waterfront adventures camps, Soccer Sparks camp and clinics, NFL flag football camp, itty bitty tennis, itty bitty track & field, youth track & field, adult beginner tennis.
- Youth track & field participants had a mini meet in Mount Mansfield on July 17 and some participated in the VRPA state meet in St. Johnsbury on July 20.
- Registration for fall athletics programming has begun for youth soccer, NFL flag football, Talent after-school skate clinic
- Recruitment for 60+ volunteer coaches has also begun for youth soccer and NFL flag football leagues



Recreation Facilities Division Update

Leddy Arena

- Starting in June our two Arena Maintenance Workers, Kurt Johnson and Bert Delorme, provided support two-three days a week to the Grounds crew, who routinely have a difficult time hiring seasonal groundskeepers. Thanks to Kurt and Bert for their flexibility and interest in working with another work group and developing new skills.
- Our experimental “soft” shut down in May and June was a definite success. The arena was closed for use during the daytime hours so that maintenance staff could complete projects that cannot be accomplished while the ice is in use. We opened up the ice weekday evenings and some weekend hours, for a total of \$26,000 in rentals over what would have been a seven week shutdown. Utility costs were up approximately \$5,000 over last season, but we saved a couple of thousand dollars by not purchasing new line kids and ice paint. **Our estimate is that the soft shutdown, which was suggested by maintenance staff, netted the City approximately \$20,000 in additional revenues.**
- Projects completed in June and July included installation of two emergency eyewash and shower stations in and outside the mechanical room, stripping and waxing of the lounge and maintenance office floors, installation of plywood above the netting to eliminate pucks damaging the sheetrock, estimates for fencing around the cooling tower and for bringing condenser stack up to code, relief vent calculations, preventative maintenance on the refrigeration system, installation of chemical spill pallets, installation of a new jumping harness for figure skaters, as well as thoroughly cleaning and painting the rink.

Miller Center

- Miller Center is an entirely different place in the summer than during the school year. For 8 weeks in June, July and August we are home for BPRW’s licensed childcare day camp and host up to 66 children a day in two different groups. The camps use the entire facility as well as outdoor spaces, so the building is very lively! Other summer (after hours) activities included table tennis, American Sign Language, Tai Chi, Gentle Flow Yoga, and line dancing.
- This summer Candice Holbrook, our Miller Customer Service Associate, assumed responsibility for coordinating shelter reservations and payments. To date she has processed 277 shelter rentals, including

following through with those that require Commission approval. Similarly, she has helped to coordinate and track childcare subsidy certificates and entered weekly attendance for 29 families for multiple weeks of Champ Camp. Finally she processed 99 requests for free summer parking passes, up almost three-fold from 37 passes last summer!

- Other summer happenings at the Miller Center include work on the new sidewalk in front of our building, as part of the Schifilliti Path project, coordination with the Burlington School Department to assume operation of the teen after school program, previously run by Sara Holbrook Community Center, and preparation for Candice Holbrook's two month activation with the Vermont Army Guard in August and September. We thank Candice for her service and will miss her very much!

CORE

- Summer programming at the CORE to date has included two sessions of Wicked Cool Science Camps, one week of Chess Camp, four sessions of Lego Camp, with a total of 136 campers in just July! Thank you to our CORE Site Coordinator, Migmar Tsering for ensuring that all of our spaces are clean and safe and fun! Other June/July events at the ONE Center included Robin's Nest's Big Truck Day, REIB's Planning Session, Mayor Emma's ONE Public Hours, a Town Hall event, a memorial service, an AALV Interpreters meeting and five weeks of Very Merry Theatre camps.
- Summer projects division-wide included planning for and providing cooling sites at multiple City facilities, coordinating with VT Alerts to report on cooling centers, serving on the VRPA pickleball tournament committee, continuing implementation and training in VUEWorks, cleaning out and organizing various spaces and responding to daily inquiries about beach closures, program registrations and cancellations, park and facility usage, park rules, and much more. Summer is an incredibly busy time for our customer service team so thanks to them for making our Department look good!

Before and after pictures of the Lakeview Cemetery office



Park Division Update

Conservation Program

Central Facilities Program

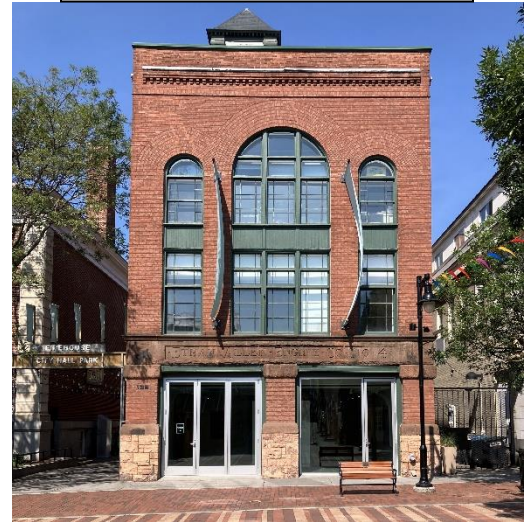
- Daily summer use exterior cleaning of public spaces at City Hall, BCA and the Library.
- Installed theft proof deodorizers in public restrooms in City Hall and Library.
- Transformed room at Police Department into a mother's feeding room.
- Cosmetic upgrade to breakroom at 200 Church Street.

- Repaired and/or replaced interior door mechanisms at 200 Church Street.
- Completing controls adjustments to new boiler system at Paquette Arena.
- Replaced compressor on RTU at Pine Street.
- Recharged HVAC system at Pine Street.
- Troubleshooting and repair of HVAC duct system at BCA.
- Recharged HVAC system at BCA.
- Added dehumidification to basement of City Hall.
- Troubleshoot and reprogram fan coil unit in City Hall.
- Chemical program in City Hall was upgraded and is functioning well.
- Batteries replaced in BPD floor scrubber.
- Completed exterior painting at Lakeview Cemetary historic house.
- Exterior windows cleaned at Library and City Hall.
- Restoration of historic window frames at the Howard Chapel are underway.
- Installation of replacement storefront at the BCA is completed.
- Mayor's office painted and select furnishings were replaced.
- Director of Finance office painted.
- Stairwell painted in the Library.
- Acoustic panels installed in the Pickering Room at the Library.
- Repair and replacement work of exterior metal siding has started at Pine Street.
- Elevator modernization project is well underway in City Hall.
- RFP published and contractor walk through completed for Bay Floor Replacement at Station 2.
- New office furniture ordered for CT Office workstation.
- Walk through with CX Associates and CCRPC to start Level II energy audit for the City Hall/BCA campus.
- Central Facilities team pitched in for July 3rd event.
- Planning for new digital signage in lobby at 645 Pine.
- Replacement expansion tank ordered for Sation 5.
- Planning meeting for FY25 HVAC upgrades in Police Department.
- Continual graffiti, trash and needle clean-up.

Tree and Greenways Program

- Regular maintenance of all equipment.
- Ongoing maintenance of all park landscape plantings and rain gardens throughout the city.
- Completed scheduled street tree pruning
- Maintained planters in all park spaces throughout the city
- Responded to resident requests as needed
- Regular updates to tree inventory
- Completed landscaping at newly renovated Champlain Park on South Champlain St.
- Responded to storm damage calls as needed

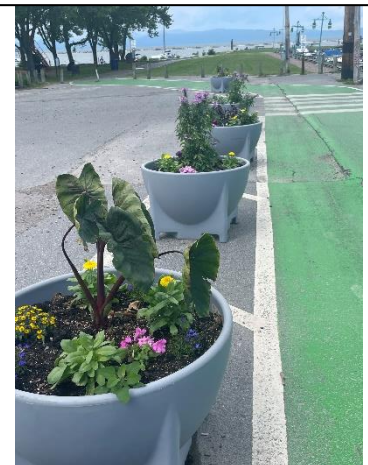
Replacement storefront at BCA



Storm damage work (with a view!)



Beautiful planters at Perkins Pier



- Added perennials to planting beds in park spaces as needed.
- Took inventory of trees for fall '24 and spring '25 planting at city nursery.

Park Facilities Program

- We had irrigation repairs in Waterfront, Leddy and Callahan Park.
- The crew has been very busy setting up for Waterfront events Brewer's Fest and Grand Point North music fest.
- Jake Hornick has been promoted to Working Forman and Tyler Walton has been promoted to Facilities Maintenance Specialist.
- 2 new Historical signs have been installed in Battery Park.
- We sold two Memorial Bench plaques one for Oakledge Park and another at Blanchard Beach.
- Leddy Park had a main line water break that fed the Restrooms and irrigation.
- Ian installed a new meter pack at Champlain Park as part of the renovations.
- **We changed our vendor of hand soap and hand sanitizer for multiple Parks Facilities and Central Facilities the savings will be approximately \$4,500.00.**



Jake and Ian keeping up with maintenance tasks

Cemetery Program

- In the months of June and July Cemetery staff sold 7 new lots for burial at Lakeview Cemetery
- In the months of June and July Cemetery staff performed 34 total burials (3 full burials and 31 cremation burial)
- Continued Lot Card entry in Pontem. Completed through Brown, 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 has paused, but exterior repair work on the Louisa Howard Chapel has begun.
- Located and pinned an additional 12 graves in Section 7
- Provided tour of Elmwood Cemetery to BHS students during YES program
- Hosted 2 weddings and 1 funeral in Louisa Howard Chapel



Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Added material and graded parking lots at Perkins, North beach and Oakledge.

- Performed playground maintenance
- Performed equipment maintenance
- Supported Park Rangers
- Mowed and trimmed all City owned parks and greenbelts
- Performed roadside mowing along many city streets.
- Installed new grill at Ethan Allen Park
- Ordered and coordinated a new slide install at Ethan Allen playground.
- Responded to VUEWORKS as needed
- Worked on athletic fields and prepped fields for Fall sports, painted soccer and football fields.
- Supported BHS with fields for their fall sport programs
- Applied Seed and Fertilizer to CHP, Leddy Park, Waterfront, Starr Farm, Calahan park.
- Purchased and added fine sand to the beach volleyball court at Oakledge Park.
- Coordinated fence repair at Smally, Pomeroy, Schmanska, Waterfront and the campground. We also had the fence replaced at the Pine st and Flynn Ave intersection.
- Received 100 yards of Playground mulch and installed at multiple playgrounds thru out the city.
- Supported Cemetery staff
- Installed new bench seat swing at Lakeside playground.
- Cleaned and maintained city beaches, removed many truck loads of driftwood from all the beaches after multiple storms.
- Installed new tire swing and new bucket swing at Battery Park
- Installed new bucket swing at Calahan Park
- Supported Park Planners and helped prep the newly renovated Champlain Park for a soft opening.
- Supported BCA with events in CHP and Waterfront
- Supported 4th of July celebration at waterfront Park
- Added material to low areas at Starr Farm Dog Park

New tactile map at Waterfront Park



Planning Division Update

- Projects Progressing:
 - **Accessibility to Parks:** Final Report completed and in review by city staff.
 - **Bike Park at Leddy Park:** Aiming to release a revised RFP in September with a longer bid period.
 - **Boathouse Feasibility Study (co-managing with waterfront):** Kickoff held in early August – survey and assessment phase starting.
 - **Calahan Park Sidepath:** Concept designs have been reviewed by city staff and the project continues to advance.
 - **Champlain Street Park Renovations:** Park has been reopened to the public. Grand opening postponed to September – stay tuned for a date!
 - **Dewey Park Refresh:** Well-attended celebration occurred in June with the sculpture's installation. Supporting BCA on the installation of benches.
 - **Lakeview Cemetery Section 8 – Phase 1:** Will be revising the RFP and reposting soon with additional clarity on the scope. (ongoing)



Jon A-K always ready to get down to kid level at a public meeting

- **Leddy Park Comprehensive Plan:** Final plan report completed and posted online. Upcoming: review of projects to identify internal work that can be completed or grant opportunities.
- **Leddy Park North Gully Stormwater Study:** Final report in hand; completing grant reporting.
- **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:** BPRW staff and contractor have done several iterations of the slide modifications and the final proposal has been approved. Installation date TBD. (ongoing)
- **Roosevelt Park Comprehensive Plan:** Design team is working on the final plan based on surveys and public feedback. Final meeting scheduled for September 24th – details forthcoming. All are encouraged to attend and spread the word!
- **Schifilliti Path:** Construction is wrapping up on the path!
- **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. Working on identifying boulders for engraving and with the artist on the archway.

Projects Starting Soon:

- **127 Path Feasibility Study:** Kickoff meeting forthcoming.
- **Open Space Plan Revision:** Soft kickoff forthcoming.
- **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

- **Campground & Beaches**

- The Campground has been busy with this nice weather and we finished strong in FY24.
- Almost all RV sites are filled daily. The campground has been filled just about every weekend
- The beaches have been extremely busy. North Beach has been feeling the loss of half our parking area (the open field behind the gravel parking lot, due to new land requirements not allowing for use). We have to close the gates every weekend since the lots fill up so fast. Paving our gravel lots would help is maximize our space, as well as reduce significant complaints we receive because of the large puddles, mud and steep bumps in the lots. Grounds has been regularly filling the holes with gravel, but the rain washes it out regularly.
- Oakledge is looking great and has been busy everyday.



Greetings from the North Beach staff



- The new Recreational Water Quality page on our website has been a significant improvement to our beach water quality system. We have added a time-stamp to our updates based on user feedback is Summer. We look to also coordinate with DPW for next year to have more categories for warnings and closures. We have also utilized the “Warning - Category 2” level for cyanobacteria this year, which has helped us provide the community with more information.
- We look forward to growing this even more in 2025.
- **Marina**
 - The marina experienced a very busy, very windy July 3rd celebration.
 - Boathouse staff assisted Burlington Fire Department staff in rescuing two occupants of a capsized boat just north of the harbor. The boat occupants had just left the boathouse in strong wind and wave action and capsized while turning. The vessel occupants were brought to safety and were both wearing PFD’s.
 - Boathouse staff assisted Burlington Harbor Launch and Tow at freeing a boater who had wrapped a mooring line around their prop in the heavy winds.
 - The marina experienced a slower than usual July after July 3rd . Once the Canadian Construction Holiday began, the marina popped to life and was sold out for several consecutive days. Transient dockage is slightly up at the close of July and transient moorage is slightly down. The marina finished the month with a strong influx of visitors and revenue.
 - Security camera installation has been completed at Perkins Pier.
 - Boaters have expressed appreciation for the Perkins Pier restroom improvements completed in the off season. Nice bathrooms are treated more nicely and generally speaking, the bathrooms have faced minimal vandalism and abuse this season.
- **Parking**
 - Parking revenues finished FY24 in strong way and final numbers are still being uploaded into New World.
 - New parking signs have resulted in more compliance and higher revenue.
 - Barricades have been placed at Perkins Pier to manage the parking configuration. This has resulted in a neat, orderly parking lot with safe ingress and egress for safety vehicles if/when needed.
- **Events**
 - We have made it through the heart of Waterfront Park events, with staff looking to catch their breaths before the September events start up again.
 - Below are the Events for Waterfront Park this Summer:



Classic boats from the Antique boat event



June 7 and June 8	Discover Jazz
July 3	Burlington Independence Day Celebration

July 19-20	Vermont's Brewer's Festival
July 25-28	Waterfront Concerts
August 3,4	Lake Champlain Dragon Boat Festival
September 8	Pride Festival
September 20-21	Oktoberfest
10/3 or 10/4?	(Still Pending) Flynn Kickstarter Program

Admin Division Update

Marketing & Communications

- Completed all July 3rd promotions (separate website, press, social media, advertising, signage, etc) and held an excellent event! [See photos here!](#)
- Continuing promotion and event support for Beach Bites at Leddy Park. Join us on Wednesday evenings through August 7 – with a new rain date special added for August 21!
- Continuing promotion of Swim Water Status page, now with translated social media posts in eight languages! See: <https://www.instagram.com/btvparks>
- Promoted the City Cooling Shelters through creating and posting graphics, written copy, a blog post, and web banners.
- Complete signage projects for multiple teams.
- Hired a new (joint) full-time seasonal employee for Marketing and Events.
- Jules in charge of the move to a new City website for Parks. Currently planning the work process and attending website meetings for a transition to a new website.
- Working on creating promotions for fall rec programs: posters, flyers, social media and advertising.
- Follow us on [Instagram](#) – now at 6550 followers!

Jules keeps our tabling looking sharp



Park Ranger Program

- The Ranger program is now directly reporting to Cindi Wight.
- We welcomed Jake Payne to our Ranger program on July 29. Jake came to us from DPW Parking Services
- Rangers continue to patrol the Parks, perform encampment item removal and storage and catalog current conditions in an internal weekly report.
- Focus over the past month has been on strengthening and clarifying the Ranger manual

Director June and July Highlights

- Relocated to Leddy Arena and taking on the responsibility for the Ranger program
- Weekly meetings regarding the Mayor's Safe Outdoor spaces program

- Supported planning with attendance at the Roosevelt public meeting, Embrace & Belonging art @ Dewey celebration and the unveiling of the new tactile map at Waterfront Park.
- Completed \$1.2 million dollar grant for acquisition, stewardship and improvements to 0 North Avenue.
- Met with donors and staff for a donation of public art at Perkins Pier.
- Continued involvement, along with Deryk Roach and Steve Bachand with the Toro research program
- Volunteered at Juneteenth
- Continued national involvement as the Membership Chair for the American Academy for Park & Recreation Administration with record number of quality applicants. Also serve on American Park & Recreation Foundation, Academy JEDI committee and serve NRPA on the CAPRA training committee. You can listen to a podcast I was on [here](#).
- Broke a bone biking and enjoyed a vacation the end of July (fortunately, I can get my cast wet)



Embrace & Belonging at Dewey Park

Commission notes

- | No additional notes

Community Love Notes

Dear Director Wight,

I have lived in the City of Burlington for over thirty years, and I am prompted to thank you and your team for the incredible service you provide to our city. Shortly after my late husband (Bruce Seifer) and I moved into our home on Locust Street, the Parks & Recreation Department removed an aging fence that obscured the beautiful park behind. My family was thereafter gifted with the use and comforting sounds of park activities throughout the course of our lives.

*Recently, I was alarmed to see that one of the benches in the park had been removed. This bench was installed as a memorial to my son Bentley, who died when he was just twelve. **Ritchie Snow** who happened to be mowing at the time and was quick to reassure me that the bench would be reinstalled after the rotting wood was replaced. I was thinking this was to go on a long list of tasks to complete and expected it to take many months. To my surprise and delight, it took just a week or two for the bench to reappear--bringing tears of joy to my eyes.*

I know that Ritchie's parents are also immortalized in this park due to their many years of service—Ritchie's love and devotion to the park are a testament to him, his parents, the Parks and Recreation Department and to all the residents of the City of Burlington. I am so grateful for his service and that my son was able to meet and interact with such an admirable person.

I am also grateful for all the public servants who work so hard to make this city well loved. The park endures an enormous amount of both foot and vehicle traffic, and I am amazed at how well it functions, and is maintained. Perhaps seldom acknowledged, you should know there are many of us residents who notice and admire how well you all accomplish the many tasks before you. What would Burlington be without its beloved parks! Perhaps we need a public servant recognition day!

In any case, may you all be well in the years ahead, and a very special thanks to Ritchie Snow for his kind and thoughtful service.

Sincerely,

Julie Davis

42 Locust Street

Burlington, Vermont

Deryk:

The dedication of the Champlain Glass Company marker on Sunday was an awesome event. All went very well. The marker looked great up there on high. Ron Wanamaker from Preservation Burlington unveiled it to cheers. Laura Trieschmann from the State Preservation office spoke about the growing popularity of the marker program and how it has helped people learn about VT history. I gave a short presentation about the Glass Company, Fredrick Smith and that he deeded the Battery Park area for a public common forever. Over 40 people attended, including members of the Smith family. Weather was sunny, some people brought chairs and sat under the shade tree to enjoy the gathering. Park looked great.

Thank you very much for all the help from you and Parks and Rec staff over the months. Laura gave you all well deserved credit in her remarks. I hope the marker will be an interesting addition to Battery Park and another reason for visitors to stop and look and enjoy.

Diana

Hi Cindi,

Last year, you reached out to me/Grow Wild to see if we could model/reduce the need for mowing maintenance in the cemeteries.

Check! Yesterday 12 of us volunteers (with 5 Extension Master Gardeners and 3 BPRW staff including Jules) installed over 1000 plants to create a lawn alternative demo site between the grassed drive around the chapel and our bank plantings along the exit drive as shown in the photos. The central sunny west-facing section will be mowed annually once it's established, modeling a potential new norm in certain areas of the cemetery. The other sections are low



Plantings at Lakeview Cemetery



shrub (bearberry) and sedge ground covers requiring a periodic weeding maintenance until the plants knit together and will protect the tree roots from mowing damage.

We'll continue to work closely with Paul Morris and Steve Bachand to figure out optimum maintenance protocols.

Yay and thanks for your future-oriented request!

Best,

Kate

Cindi,

I'm writing today as a parent: my 8-year-old daughter, Maddy Meath, has been in Champ Camp most of summer. She loved it last year, too, but **the team this year is just knocking it out of the park**. Jon has such a wonderful rapport with her, the other kids, and the parents. And I'm not sure whether it's him or others behind the scenes developing the programming, but they are doing so many fun, fun, fun things this summer.

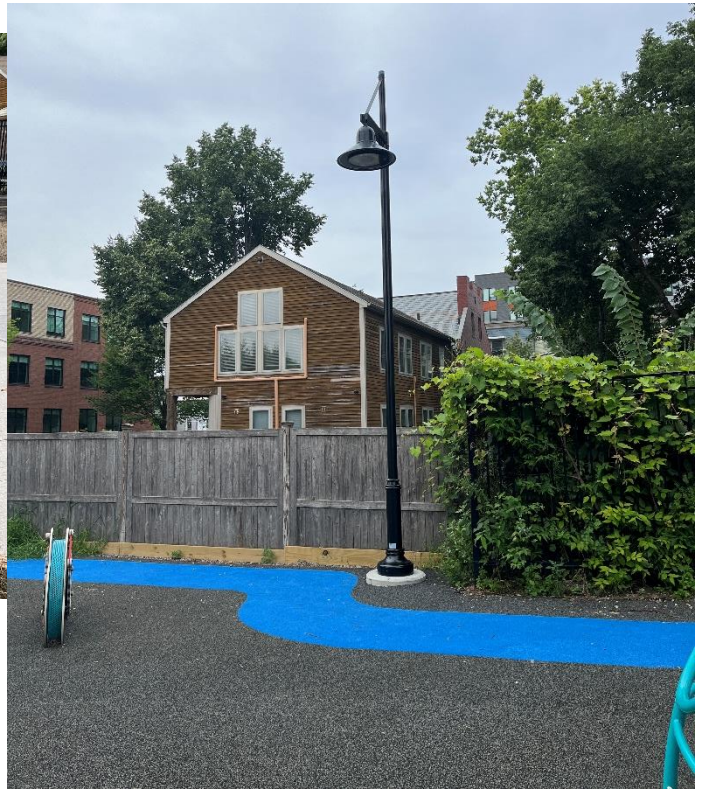
It's hard, as a parent, to drop your kid off at camp while you work, knowing that summer should be FUN and carefree and you wish you could spend it all with them. So thank you for making everything feel easier--and even exciting! She is having such a blast. And she's doing things I probably wouldn't think to do (Petra Cliffs), didn't have time to do (Circus Smirkus, regular trips to North Beach, bowling) or don't have access to (sailing).

We've been to many of the other area summer camps, which were more expensive, had shorter hours, and which Maddy often found boring. I talk up Champ Camp to all the parents I know. I'm so proud that one of the most accessible, affordable camps in the area is also one of the best. Go Champ Camp!!

Cheers,

Rachel

Champlain Street Park is done!



Schifilliti path is done!



Adding drainage



Sidewalk extended to Gosse Court in front of Miller

Paved path connecting neighborhoods



New accessible entrance to James Ave easement



Recreation & Nutrition summer fun!



CORE cooking programs



Prepping for Waterfront Park events



Stained glass at Louisa Howard chapel

