



**Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR
REMOTELY via ZOOM**

5:30 pm, 645 Pine Street, Front Conference Room OR Remotely via ZOOM:

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1. Agenda

1.1. Motion to amend/adopt agenda

2. Consent Agenda

Subject

2.1. September Commission Meeting Minutes

Meeting

October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM

Category

2. Consent Agenda

Department

Parks, Recreation, & Waterfront

Type

Recommended Action

Subject	2.2. September Special Commission/Harbor Meeting Minutes
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	
Recommended Action	

3. Public Forum

Subject	3.1. Verbal Comments
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	3. Public Forum
Department	Council and Board
Type	

4. Deliberative Agenda

Subject	4.1. Review Decorum Agreement, Lee Morrigan, Commission Chair (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

Subject	4.2. Recreation Program Update Gary Rogers, Recreation Superintendent, BPRW (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

Subject	4.3. Public Forum Discussion, Aaron Keech, Commissioner (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion

Subject	4.4. Host City Commissions- Public Safety Focus, Lee Morrigan, Commission Chair (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion

Subject	4.5. Student Representative (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 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	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	Report Information

Recommended Action

Subject	5.2. Off-Leash Dog Sub-Committee (verbal)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	Information Report

Recommended Action

6. Director's Report

Subject	6.1. Director's Report (attachment)
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 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. Adjournment

Subject	8.1. Motion to adjourn
Meeting	October 8, 2024 - Parks & Recreation Commission - Tuesday, October 8, 2024, 5:30 PM, 545 Pine Street, Front Conference Room OR REMOTELY via ZOOM
Category	8. Adjournment
Department	Council and Board
Type	
Recommended Action	



**PARKS & RECREATION COMMISSION
Minutes
September 10, 2024
Parks and Recreation Commission**

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

Not Present: Bergmann and Boehm

Staff Present: Wight, Moreau, Peterson, Sauve and Putzier

The meeting was convened at 5:33p.m.

Approval of Agenda

Motion by Keech to approve, second by Lantieri, motion carried.

Approval of Consent Agenda

Motion to accept consent agenda by Keech, second by Lantieri, motion carried

Public Forum

Public forum opened at 5:34 pm. As no one was present or wished to speak public forum was also closed at pm 5:34pm.

Marina Fees

Erin Moreau, Harbormaster and Waterfront Department Superintendent and Rob Peterson, Marina Manager were present, Moreau gave a summary stating close to conclusion of the season and looking at budget and comparison to other marina's to make sure competitive and matching budget for the next fiscal year. Peterson would explain what rates would increase and why. Moreau said sent out requests to new boaters soon and wanted to get new fees confirmed to send out to patrons as soon as possible.

Peterson said a few other minor fee adjustments to make, lower transient rates in spring and fall to capture more, tend to be more frugal and garner more business. Reduce to \$1.25 rather than \$1.50, reduce in shoulder seasons. Seasonal and non-residents are a little higher for residents comparatively but when looking at others in the area still lower. Added to Perkins Pier more amenities such as security cameras and significant improvements to the restrooms, wifi to Boathouse marina and working well for seasonal and transients, have capital funding to add wifi to Perkins Pier also. Providing value to customers and feel increases are very reasonable and has been multiple years since increases. 1.6 to 8 % increase and trying to narrow the gap between residents and non-residents fees. Recommending increase at boathouse for \$6 to residents and, already charge \$250 a night for July 3rd, and would like to extend those fees to other special events at the waterfront and would like to charge that fee for a handful of slips that benefit from various events on the Waterfront.



Keech asked what the percentage of residents to non-residents was and was told roughly 75% residents and Keech also asked if trying to make both fees the same and was told no by Moreau that trying to just narrow the margin a bit but always have residents pay less.

Etter asked if raising the fees if they saw any loss of slips and was told no maybe one or two turnovers of slips and basically have very little turnover over the years. Peterson also stated that one of the customers had a spot on the waitlist at the Ferry dock and turned down as they are very happy with the way that the Boathouse is currently running.

Moreau said overall had less in the mooring field and would like to increase in the off seasons and feel can bring up the revenues in that area.

Lantieri thanked for detailed memo and economics and also called out why it all matters is because the waterfront has always been a revenue producers and deserves the attention and fees associated to keep it up.

Motion to approve 2025 fees for slips and moorings at Perkins Pier and Boathouse by Etter, second by Keech, motion carried unanimously.

127 Path Study Representative

Sauve gave background on the bikepath on 127 as has not received any attention and needs some widening, for years been concerns about connections and particularly no connection to North Avenue, applied to CCRP for feasibility study and collaborating with and have 20% funding from City and 80% funding from CCRPC, basically road map toward any improvements toward the path, including the bridge to nowhere. Essentially consultants hired VHB and City co-manages, creating advisory committee and thought perhaps a parks commissioner would be good on the committee, usually in Winooski, likely 4 meetings, help shape anything that needs to be changed as go along. Showed what VHB proposed, several different areas that have potential and problem areas, along with area to connect with North Avenue, connection to Ethan Allen Homestead and all along the way. Showed timeline with kickoff soon, first advisory in October, December, March and May. Asking for view of commission and or constituents.

Etter asked what priorities would be and Sauve said giving a study really a roadmap to what can be done and what the community would like.

Morrigan felt great and stated personally could not commit and would appreciate if another commissioner would consider taking on. Also said if not ready today could come back with a decision.

Keech was interested and asked when an answer would be needed and was told by the next commission meeting in October. Keech asked for confirmation that it would be for the 4 meetings and not all the other meetings and was told that is correct.

Morrigan added that it might be a good idea to have tabled so that other commissioners that are not present and might be interested could participate.

Lantieri said if no other representative that he would also be interested in doing.



Motion to table item to secure a representative for 127 Path Study by Keech, second by Lantieri, motion carried unanimous.

Off-Leash Committee Choice

It was stated by Wight that 4 applicants had applied, and Morrigan stated could look through and make a decision and suggested Wight send a copy of the applicants to all commissioners to look at.

Lantieri made a motion to recess for 10 minutes to review applications, second by Johnson, motion carried. Recess at 6:02 pm.

Out of Recess at 6:12pm

Morrigan appreciated all the applicants, all very qualified, and the process will be to select two applicants, feel start by nominating, if another has nominated, need not nominate.

Morrigan nominated Nathan Bramhall, felt only one with experience with cat and that have large breed dog, and when asked if can describe when new information changed mind feel they could be very good.

Keech nominated Jean Cullon, having both good and bad experiences.

Lantieri nominated Audrey Furneaux, as a Champlain Valley rescue and working with different spaces and experiences.

Move on to voting stage, and Wight said an option would be to start with one and then if someone does not get enough votes could move on or Robert Etter and Harley Johnson could place a vote.

All in favor of Nathan Bramhall to sub-committee 3 in favor/Lantieri, Morrigan and Johnson, Bramhall was appointed to the committee.

All in favor of Jean Cullon to sub-committee, 3 in favor/Morrigan, Keech and Etter, Cullon was appointed to the committee.

Minutes of Meetings

Morrigan stated that Keech raised a point in creating minutes and the process and reviewing and what gets put into them. Keech said he proposed to change some text in the minutes, thought what he was to prepare was on the public comment process. Keech said he was good with the minutes and would have something for public forum at the next meeting.

Fundraising Events that Pass Through Parks

Wight said this was about events that have to do with events that start or end on the bike path. Spoke with O'Daniel and said that they did reach out to her and got a permit but did not raise a flag as it was not having the fundraiser end on path and raised the question as to the use of the path being used and the fact that it is considered a park. Asked if the commission would like her to bring something more formal back.

Morrigan felt good to discuss as unsure as to what needs permitting in a park and asked if needed a permit for a specific event was told yes and feels it would be good to have an easy resource to look at as



to what quantifies getting permitting and licenses for specific types of events and uses. Wight said definitely need clarification in the city appendix D. Specifically what needs commission approval.

Wight said would work through appendix D and then once updated would come back to commission. Lantieri also suggested defining what does not need permitting, as it might be helpful.

Keech asked how many people participated in the specific fundraiser that Wight was in and said about 200 and originally when they got the permit it was for 20 people.

Park Ranger Program

Wight wanted to update all on the program that the Rangers have been reporting to her since June, last one came on end of June, Jake and Neil. Neil went almost a year without a full time staff person. Did full overall of the position and mostly the unhoused in parks Continue to work with Police department and social workers, pier rangers have access to radios but ours do not but can access dispatch. Part of the Mayors safety program and given waterfront team more time to focus on the waterfront while Wight has been managing. Neil has been working on a manual and procedures, are incredibly dedicated and in the parks. Helped a couple weeks ago and noticed 5 tents in one area and fortunate that all three packed up and were given notice. 2 others did not have to be moved until after the weekend. Very fortunate to have great workers.

Morrigan stated a very huge fan of this program, said Neil has become some type of an amazing example of humanity. Appreciative that Wight was out at tents also and what as a commission can do and fear that part of the work is being politicized and wants to make sure that the people doing the very hard work are not pulled into the politics. Wight said that even if they don't stay in parks, have the control because their job is to take care of the Parks and that is the focus of the position. Morrigan also stated that he spoke to Howard Services and other resources and how the Rangers are crucial and needed.

Lantieri said the way to show the appreciation for the work is to go out and do the outreach and make sure that people know the change and what is being proposed.

Conservation Legacy

Cahill explained very excited to present and important to know item was before the conservation board last night, one adaptation that was built in that will be brought up. Stated two parts, the report and the final report that was filed.

Cahill said making space on final reports and part 2 is discussing adaptations to the matrix for next season grant rounds. Action is connected to the adaptation of the matrix.

Morrigan was excited to see Youth Conservation Corp, programming and outside work, felt it was huge in his youth and getting him through and such a crucial time in life.

Lantieri said felt relatively modest changes and felt the impact from recipients was effective to achieve the goals and asked if they would apply for future funding or if things could have gone better or any other conversation. Cahill said they had not received any reports from recipients reapplying but would suspect some would and nothing to prevent from applying again



Keech said only 6 applicants that applied and felt something needed to be done about application process, felt if you get the same applicants over and over should just contract with those. Felt a major problem with the future of how the applicant pool will continue.

Cahill said it was discussed last night and others spoke to this and is something to track and keep an eye on for the coming grant, everyone felt very comfortable to track and note and also spoke to the idea of one large aspect of working with the effects of climate change, silo busting is one of the ways to do this. Stated live in a community where collaboration is big but also have faith in the members of both conservation and parks commissions and award to the strongest projects and keep watching to make sure that the administration of the grant is done appropriately.

Keech was unsure of how to cast a larger net, and felt that Burlington was only issuing grants to Burlington. Lantieri said it is tricky when starting and said a narrow lane and looking toward tweaking moving forward and the goals and desires of the community and going to be a bit of a dynamic until the optimal place is achieved. Cahill also stated that the funding and administration limits specific projects.

Scott Gustin, stated a number of conversations of what this grant can cover, if only one organization meets all the requirements and has a great project and gets every year, ok so, then has an applicant that has a project that might take five years and what if it is great, don't want to limit yourself. Felt not a good idea to set an arbitrary limit as it would or could be prohibitive.

Morrigan stated that when seeking funding for projects and in a world of programs that rely on grants that would not survive without them, that certain types just won't generate large amounts of funds, and felt it might be ethically unfair to limit or cap funding but personally can be different among different organizations.

Keech said the title is community support and not sure if money equals community support, and many passions, etc. don't have money. Whole point of money is for community to do cool things and did not feel that meant money. In some of the meetings said some people came to the meetings and brought up an idea that about community support but also supporting our community and some are not from Burlington or supporting Burlington. Said did not have answers but would like to have money removed from community support and put somewhere else.

Cahill stated that having a grant perspective and could be a contingency that was put on to hire VYCC to work with Burlington Youth. As review committee will be more tuned in to make sure that things along that line are happening. Another adjustment that will happen going forward is to have a more developed packet and better prepare committee members.

Motion to amend the report regarding the box that currently reads community benefit to community /ecosystem Impact:, by Johnson, second by Lantieri, approved unanimously.

Motion to approve revisions to 2025 scoring matrix Lantieri, second by Johnson, motion carried unanimously.

Standing Items:

Park Foundation Update



Lantieri reported that the next meeting will be held next week and he will be attending and report back at the next commission meeting.

Off-Leash Dog Sub-Committee

Morrigan stated now have two new committee members and will be working with subcommittee members. Lantieri requested to have a contingency plan if one of the members no longer can participate.

Director's Items

Wight shared that the Wag the Waterfront event went really well, upcoming programs Champlain Street Park will be 10am on September 18, upcoming Roosevelt public meeting, fall sports have started, shout out to Jules on report of Instagram followers, they are at 6108 and great way to get information out.

Commissioner's Items & Volunteer Hours

Morrigan had an additional 5 hours, mostly meeting follow-up. Morrigan stated that a reporter asked him to do a story on the Parks department about all the good and safety that is done within and the public does not know about. Felt very good about all the great work the department is doing.

Keech said he would have item for public comment at the next meeting.

Lantieri had an additional 2 hours. Should be a robust next month with report.

Johnson, nothing new, was in Oregon State last commission meeting.

Etter, no update, in DC for a few more weeks.

Adjournment

Motion to adjourn Lantieri, second by Keech at 7:29 p.m., the motion carried unanimously.



**Minutes
September 19, 2024
Parks and Recreation Harbor Commission**

Commission Present: Boehm, Johnson, Lantieri and Morrigan

Not Present: Bergmann, Etter and Keech

Staff Present: Wight, Moreau, Peterson and Putzier

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

Approval of Agenda

Motion by to approve by Lantieri, second by Johnson, motion carried.

Marina Fees

Rob Peterson, Marina Manager was present and asked if anyone had questions on the slate of fees that was presented and nobody had questions. Peterson said trying to slightly reduce mooring fees in off season and bring closer together the fees for residents and non-resident slip holders.

Motion to approve the 2025 fees for boat slips on the Waterfront and moorings at Perkins Pier and the Boathouse by Johnson, seconded by Boehm, motion carried.

Public Forum

Public forum opened at 5:34 pm. As no one was present or wished to speak public forum was also closed at 5:34pm.

Adjournment

Motion to adjourn at 5:35 p.m. by Johnson, second by Boehm, motion carried unanimously.



BURLINGTON PARKS RECREATION WATERFRONT

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – October, 2024

Department accomplishments and notable staffing developments since the last report

- October work anniversaries – Tina Lesem (2), Sophie Sauve, (5), Juliet Shen (2), Kim Bleakley (6), Candice Holbrook (1 in new role)

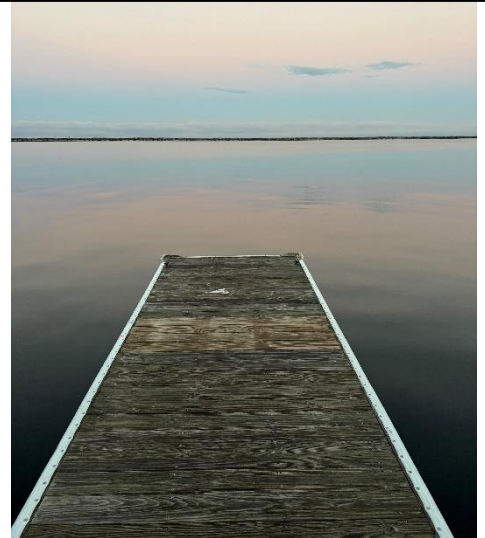
Major upcoming events: <http://enjoyburlington.com/events/>

- Mystical Market – Friday October, 25
- Halloween Howl – Saturday October, 26
- Halloween Bike Ride rebranded to: Halloween Roll and Stroll as 15th year and to be more inclusive – Sunday, October, 27

Waterfront Division Update

- **Campground & Beaches**
 - Almost done! Campground closes October 15th
 - By request of the Mayor's Office, we have 12 sites set aside for Families that were displaced through the State of Vermont's Motel Program. Currently 6 sites are in use, or reserved for impending arrival. Only Families with children in Burlington or adjacent School District are referred to NB Campground. This is temporary until we close for the season.
 - Campground continues to fill up on the weekends and shows no sign of stopping until we close. We know if we had more Full-hookup sites or Water & Electric Sites, we could come close to being fully occupied until the end of the season. These investments would benefit BPRW's revenue budget if we were able to secure funding for site improvement.
 - The beaches have concluded the Summer 2024 season.
- **Marina**
 - Marina Manager, Rob Peterson received the VPRA Theresa Brungardt professional award acknowledging his contribution to our state association, VT State Parks and now, fortunately for us, his commitment here in Burlington. Congrats Rob!

Mornings at the Community Boathouse



Rob receiving his award with the VPRA President and Executive Director.

- With the boating season slowing down, marina staff have been working on various projects, including painting parts of the boathouse trim.
 - Meetings have been scheduled to plan for installation of WIFI at Perkins Pier Marina.
 - A new battery powered floor scrubber was purchased for cleaning the Boathouse floors, saving approximately 8 hours of staff time per week.
 - Marina rates were presented to the Parks Commission, Harbor Commission, Board of Finance and City Council, passing unanimously along the way.
 - Deposits for the 2025 season are being collected for current seasonal boaters.
 - The sunny, warm weather has resulted in busy fall, especially for Splash at the Boathouse.
 - The Island Runner, Vermont State Park's ferry between Kill Kare State Park and Burton Island State Park dropped by the Boathouse for a brief visit on its way to the Shelburne Shipyard, its winter home. It was great to see this boat and their crew!
 - Staff have been spending time recording and narrating a series of training and orientation videos for next year's staff. Videos include: Pump-outs, docking procedures, equipment operation, opening and closing procedures, restroom cleaning and water sampling.
- **Parking**
 - No new updates
 - **Events**
 - We are in the final stretch of Events for 2024, having concluded Pride Festival in early September.
 - Due to advisories for EEE – Oktoberfest has cancelled their event. This has an impact of ~\$7,500
 - A new event through the Flynn is slated for October 3rd, rounding out our Event Season.

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 Cancelled due to EEE
10/3	Flynn Kickstarter Program

Recreation Division Update

September was a season of office, administrative, and program 'upkeep' for BPRW staff. We have wrapped up Summer '24 including reviewing survey data, meeting with colleagues to debrief, and offering feedback to Burlington School Food Project regarding food service across camps. We completely cleaned, decluttered, and rearranged the office at the CORE, worked on marketing, logistics, and recruitment for Fall programs, and began brainstorming, assessing, and adjusting for upcoming Winter programs.

- Magic Club, starting 10/2, is just about maxxed out with 11 participants. The club received unprecedented donations of materials from local game stores, Vermont Gaming Academy, and Quarterstaff games, receiving over 20,000 additional Magic cards for use with this and future sessions!

- Afterschool Adventures have been successfully booked for all BSD Early Release and school closure days from now through Thanksgiving, providing additional and alternative childcare options for local families. New programs this year include a trip to Red Rocks Park, Wheeler Park, and Mobbs Farm.
- A new series of programs, the 'Teen Outings' have additionally been offered to the public as well as local organizations such as AALV, Boys and Girl's Club and the King Street Center that include a bike ride to Oakledge Park, a bowling outing, and a night at the area's premier haunted house, 'Nightmare VT' at the Champlain Valley Expo
- Fully scholarshiped programs with groups such as the AALV are still pending approval, but will be booked for October and later if possible and include: YMCA Swim Lessons, Piano Lessons, possible other cultural instruction such as dance or yoga, outdoor activities such as swimming, hiking, and biking

CORE Adult Center

- The highlight in September was cooking with the Family Room
- Exercise classes four times a week continue with Gentle Yoga, Bone Builders, and Chair Dance & Fitness.
- CVOEO presented to the group on how to get 3square benefits
- Everyone is greatly enjoying watercolor painting

Cooking with the Family Room



Leddy Arena Programs

- Fall skating lessons have over 90 participants
- First day of fall skating lessons is always an exciting day for new hires and new families, and showing up to the arena for the first time. Many families show up with one child signed up and after watching their sibling skate, the other joins! This is the virtue of classes still having some spaces open compared to our busy winter season
- Preparations are underway for our holiday skating show "The Gift" with over 60 potential skaters so far



Skating lessons at Leddy

Recreation Events

- Event Planner, KJ Doyle, is busy planning three October events: Halloween Howl, Halloween Bike Ride and Mystical Market at Oakledge.
- Our Wag the Waterfront event took place on Saturday, September 7th at the Waterfront Dog Park. We had a dozen vendors, food and a cash bar for (Yappy Hour). We estimate 500 people and over 250 dogs attended the event.
- Dates have been set for Pomerleau Family Holiday Party on Sunday, December 15th and for Senior Holiday Party on Wednesday December 4th.

Athletics

- The youth soccer league ended up with 207 kids participating and 58 volunteer coaches. The last games will take place on October 13. All weekday practices continue to take place between 5:15-6pm due to the EEE guidance from the Mayor's office.
- The NFL flag football league ended up with 54 kids participating and eight volunteer coaches. The last games will take place on November 2.
- The Melanie Davidian womxn's basketball league captains meeting will be held on October 9, to plan and prepare for the upcoming season.
- Registration for the youth basketball league, pickleball clinics (beginner and skills clinics), Soccer Sparks clinics and itty bitty basketball have started



Flag Football

Recreation Facilities Division Update

Leddy Arena

- In September we bid a sad farewell to our Customer Service Associate at Leddy, Scott Hannigan. Scott got an incredible opportunity at Norwich University's Kreitzberg Arena, so his last day at Leddy was September 27. Scott did an amazing job managing the ice schedule, interfacing with rink users, supporting the maintenance staff and serving as our Department's CivicRec "guru"! His will be big shoes to fill but the position has already been posted, with a closing date of October 11.
- September saw the start of our first session of Learn to Skate classes for the season with almost 100 participants in nine different programs, for everyone from toddlers to adults!
- The studio (small) rink opened back up on September 7 and is consistently booked on nights and weekends this fall. In September alone we had 28 different groups using the studio rink for everything from goalie training to birthday parties, broomball to field trips, and numerous youth and adult hockey groups.

Miller Center

- Welcome back Candice on October 1 – that's the highlight of our month!!!
- September sees the return of several of our regular user groups, including Me2 Orchestra, Lone Wolf Athletics, and VT Chargers Power Soccer. New in September we are hosting two Irish language clubs as well as several private basketball and pickleball groups.
- September BPRW programs at the Miller Center include Tai Chi, Table Tennis, Balance, Mobility & Strength, two Line Dancing classes, Adult Ukelele, and three American Sign Language classes.
- On September 17 four youths accessed the Miller Center in the early morning hours via an unlocked door and were able to gain access to several spaces within the facility, vandalizing rooms and making a mess. Thankfully nothing of value was damaged or stolen and we are working with BPD on the situation.

CORE at the ONE CENTER:

- Starting in September the CORE hosts a once a month Meet the Mayor session, where residents can come discuss issues on their mind with Mayor Emma, and BPRW staff are on hand to provide childcare at the

same time. These sessions coincide with the Ward 2/3 NPA meetings on the second Thursday of each month.

- September included several training opportunities for Melissa, including a two day Acrisure Leadership Summit presented by the City's HR department, editor training for the City's new website, and the two day VRPA Conference on Recreation. Other projects included review of summer scholarship funding, VRPA pickleball tournament committee, review of the Leddy Customer Service Associate position and covering the Customer Service Associate position at Miller.

Park Division Update

Conservation Program

Bike Path Improvement and Maintenance

- Site Line clearing work along 127 Bike Path occurring in month of October/November
- Trail Projects underway at various park areas

BACG

- Continued advancement on the raised bed replacement program
- Fall registration ongoing for returning gardeners

General Conservation

- Update of the Arms Forest Management Plan – near completion
- Invasive Species Removals
- Supporting the re-write of the Open Space Protection Plan/Urban Forest



Clearing invasive Norway Maples for the Kieslich understory planting project

Central Facilities Program

- Deep clean City Hall public restrooms.
- Deep clean 200 Church Street lobby.
- Repair of vandalized exterior trash/recycling containers at Library.
- Installed new water filter in Attorney's space City Hall.
- Lobby upgrade planning for 200 Church.
- Printer cables installed at Fire Station 2.
- Working with City Grant Team to apply for energy efficiency grant in City Hall and BCA.
- Elevator repair at Library.
- Planning started for fire sprinkler repairs and upgrades in several City buildings.

- Teamed with Burlington Telecom for duct cleaning at 200 Church.
- Planning for architectural work in City Hall for gender neutral restrooms.
- Walk through to replace boilers in City Hall.
- Planning started to rebuild HVAC system in Contois Auditorium.
- Created RFQ with architect for Exterior Improvements project at Library.
- Tours for appraisals and developers at Memorial Auditorium.
- Conducted interviews for Facilities Specialist position.
- Completed siding repair project at 645 Pine.
- Had additional data lines installed at Paquette arena to support door readers.
- Had historic door repaired at Library.
- Repaired roof drain leak at Library.
- Elevator modernization project completed in City Hall.
- Baseboard wall and corner guard installation progressing at 645 Pine.
- Plumbing fixture upgrades made in single stall restroom in Library.
- New gas controller installed on RTU at 645 Pine.
- Upgraded flue pipe and completed inspection on it at City Hall.
- PM completed for air handler at BCA.
- Serviced hot water boiler at Miller Center.
- Monthly exterior trash pick up at Memorial.
- Continual graffiti, trash and needle clean-up.



All hands on deck cleaning at Memorial. Go Central Facilities!

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
- Finalized fall street tree planting plan
- Removed invasive Norway maples at Kieslich Park south of parking area in preparation for fall planting of native perennials in understory.



Replacement tree at City Hall Park from the July storm

Park Facilities Program

- New roofing for two dugouts at Schifilliti Park.
- New roof for one dugout at Roosevelt Park (the other one will be replaced when time allows).
- BED performed a blow test for the Redstone Cottage.

- Repainted the fascia at the Miller Center.
- Irrigation repairs were made at City Hall Park and Leddy Park.
- Preventative maintenance is being performed at the Boathouse, Lakeview Cemetery, Schmanska Barn, and the Redstone Cottage (needs a new boiler).
- Multiple days of cleaning the bandshell at Battery Park and the Frame/Skatepark areas.
- Supplies have been ordered to start to close or shut down our seasonal facilities and water systems.

Adding signage at Pomeroy to help with driving on grass issues.



Cemetery Program

- In the month of September Cemetery Staff sold 5 new lots for burial
- In the month of September Cemetery Staff performed 34 full burials and 10 cremation burials – one of these cremation burials was outstanding from 2022, a woman who had no family in the area
- Continued Lot card entry into Pontem. Completed through “CASEY”
- Assisted in hosting open chapel event for the Friends of Lakeview in celebration of recent renovations
- Researched multiple lots for inquiring families and grave researchers
- Performed equipment maintenance
- Performed grounds maintenance at Lakeview, Elmwood and Greenmount Cemeteries



Grow Wild planting project at Lakeview Cemetery

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Added infield material to Ireland baseball field
- 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.
- Applied fall seed and fertilizer to parks and athletic fields
- Painted athletic fields for fall sports
- Supported BHS soccer programs at Starr Farm and Leddy Parks

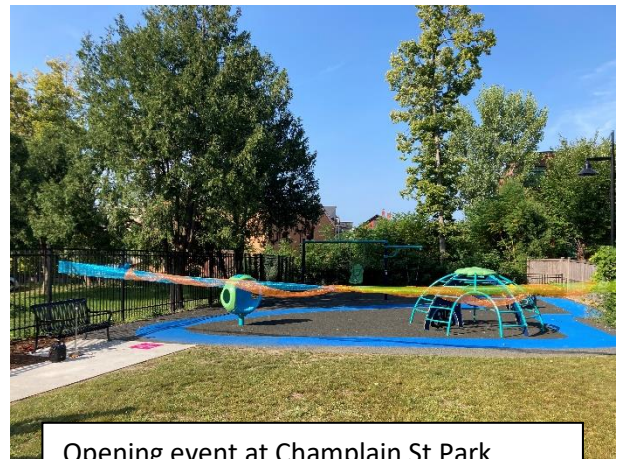


The Starr Farm athletic field renovation by the Grounds team has been an amazing transition! Playable grass and not just weeds and sand.

Planning Division Update

- Projects Progressing:
 - **Bike Park at Leddy Park:** RFP posted with a long bid window.
 - **Boathouse Feasibility Study (co-managing with waterfront):** Survey and assessment phase underway. (ongoing)

- **Calahan Park Sidepath:** Public Meeting Scheduled to review designs at 645 Pine Street on October 3rd, 2024 @530pm.
- **Champlain Street Park Renovations:** Grand Re-Opening was held on September 18th
- **Dewey Park Refresh:** Supporting BCA with the installation of benches, rework on the foundation and lights. (ongoing)
- **Fitness Station Signage:** All fitness station signs sponsored by UVM Medical Center along the Greenway now have signs!
- **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:** Upcoming: review of projects to identify internal work that can be completed or grant opportunities. (ongoing)
- **Leddy Park North Gully Stormwater Study:** Final report in hand; completed grant reporting – waiting on final sign off and next steps.
- **Marina Dredging (co-managing with Waterfront):** Working with consultant on further soil investigations with guidance from DEC. (ongoing)
- **Oakledge for All Universal Access:** Installation of modifications to the slide to improve access is anticipated for early October. (ongoing)
- **Roosevelt Park Comprehensive Plan:** Final Public Meeting held on September 24th at the Old North End Community Center. Survey live until October 11th. Planning will be meeting with 5th graders in local schools to discuss the plan.
- **Schifilliti Path:** Celebration pushed to spring – will be working on a collaborative project with VABVI.
- **Voices of St. Joseph Orphanage Memorial:** Collaborating with the artist on the archway at the reflective space and coordinating the engraving of the boulders with prose from the VSJO writers' group. (ongoing)



Opening event at Champlain St Park

Projects Starting Soon:

- **127 Path Feasibility Study:** Internal Kickoff scheduled for October 8th; advisory committee being formed.
- **Open Space Plan Revision:** Kick off scheduled for early October with site visits.
- **Pomeroy Park Playground Redesign:** Will kick this project off with community outreach and be working with students from Burlington High School City and Lake program.

Projects supporting other divisions/ departments: (abbreviated)

- Barge Canal Reuse Planning
- Battery Street Corridor Study
- Great Streets/Main Streets
- Playground Equipment and Compliance
- Standard Equipment Replacements
- South End Planning

Admin Division Update

Marketing & Communications

- Marketing is working on developing the parks pages for the new City of Burlington website in coordination with I&T. More updates to come in the next months report!
- Marketing is contracting for a photographer to photograph all our parks for the website and future use.
- In September marketing plans created and coordinated promotions for upcoming fall events: Mystical Market, Halloween Howl and the Halloween Roll & Stroll
- Completed promotions on a well attended Wag the Waterfront event despite the impending rain.
- Helped host a successful press event for the grand reopening of Champlain St Park!

Ranger Jake supporting the BED event (he's great at putting new games together!)

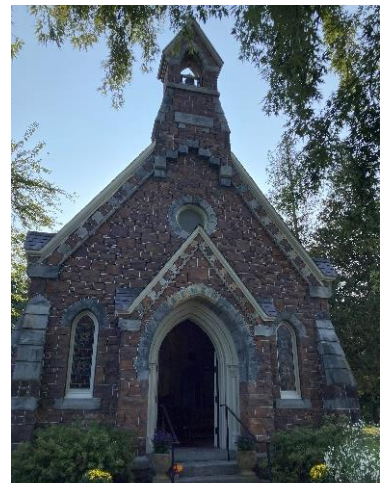


Park Ranger Program

- In September the Rangers started a new process for VueWorks, our city asset management system, for tracking work orders. We hope to be able to provide data for upcoming monthly reports with the new methods.
- The focus of the program continues to be on monitoring the “Safe Spaces” locations and then noticing, removing and doing clean-ups of camping locations in the parks.

Director September Highlights

- Enjoyed participating in the last public meeting for the Roosevelt Park comp plan process. The team set a new bar for community engagement, particularly with including underrepresented voices and youth.
- Attended Friends of Lakeview celebration of new improvements
- Attended a peer to peer virtual meeting on unhoused in parks. The work the City is doing lines up with other progressive cities.
- Attended the Memorial Block community meeting. There seems to be strong interest in moving the project forward from the community.
- Held a first virtual meeting in the Louisa Howard Chapel! It wasn't the most ideal setting but allowed Cemetery Commissioners who could not make an in-person meeting a chance to see the improvements at the chapel.
- Supported the planning team at the Ward 5 meeting, discussing the Calahan Comprehensive Plan and projects the neighborhood might want to take on
- Held first meeting for the updates to Appendix D, section 1 – special use permits



Lakeview Chapel with new repointing

- Attended the state Parks & Recreation conference and led a session on AI and how to incorporate it into your work
- Oversaw our table and the recreation area at BED Net Zero event with Ranger, Jake Payne

Commission notes

- | No additional notes

Love Notes

Hi Cindi,

Just want to share, what is likely one of many examples of Kim with her thoughtfulness and attention to detail.

My new employee is an extremely fast turnaround, and Kim is on it with a smile delivering me a temp badge ahead of their start date.

I just wanted to share because in the municipal world we hear more about what went wrong than right and this was a small but big right.

Thanks,

Laura K. Wheelock P.E.

Dear Parks & Rec,

I have been meaning to send you my thanks for a while now for addressing the visibility issue in the below emails. The trimming has made a big impact for the safety of my commute, and for all the others who commute to and visit the Ethan Allen Homestead. Keep up the good work!

Best,

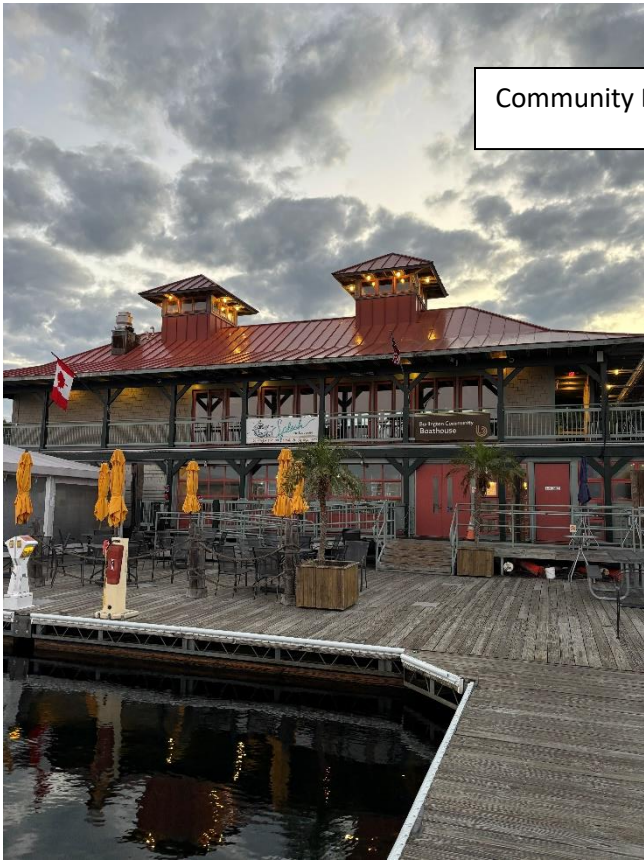
Angie Grove



Programs at CORE and Steve prepping for a new public art donation at Perkins Pier



Community Boathouse and the Island Runner



Celebrating Rob at the VRPA State Conference

