



**Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR
REMOTELY via ZOOM**

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1. Agenda

1.1. Motion to amend/adopt agenda

2. Consent Agenda

Subject	2.1. February Commission Meeting Minutes (attachment)
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront

Type	Action (Consent)
Recommended Action	*waive the reading, accept the communication, approve the minutes and place them on file

3. Public Forum

Subject	3.1. Verbal Comments
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM
Category	3. Public Forum
Department	Parks, Recreation, & Waterfront
Type	Procedural

4. Deliberative Agenda

Subject	4.1. 2025 BPRW Events in Parks, KJ Doyle, Events Manager, BPRW (attachment)
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

Subject	4.2. Appendix D, Section 1 Updates, Cindi Wight, Director, BPRW (attachment)
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion

Subject	4.3. Public Engagement, Aaron Keech, Park Commissioner (verbal)
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

Subject	4.4. Review goals from January Commission Meeting, Nate Lantieri, Park Commissioner (verbal)
Meeting	March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street 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 March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM

Category 5. Standing Items

Department Parks, Recreation, & Waterfront

Type

Recommended Action

Subject **5.2. Off-Leash Dog Sub-Committee (verbal)**

Meeting March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM

Category 5. Standing Items

Department Parks, Recreation, & Waterfront

Type

Recommended Action

6. Director's Report

7. Commissioner's Items & Volunteer Hours

8. Adjournment

Subject **8.1. Motion to adjourn**

Meeting March 11, 2025 - Parks & Recreation Commission - Tuesday, March 11, 2025, 5:30 PM, Front Conference Room, 645 Pine Street OR REMOTELY via ZOOM

Category 8. Adjournment

Department Parks, Recreation, & Waterfront

Type Procedural

Recommended Action



**PARKS & RECREATION COMMISSION
Minutes
February 11, 2025
Parks and Recreation Commission**

Commission Present: Bergmann, Boehm, Etter, Johnson, Keech and Lantieri

Not Present:

Staff Present: Wight, Roach and Putzier

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

Approval of Agenda

Motion to approve the agenda by Keech, second by Boehm, motion carried unanimously.

Approval of Consent Agenda

Motion to approve the consent agenda by Etter, second by Johnson, motion carried unanimously.

Public Forum

Public forum opened at 5:34 pm.

Nobody came forward to speak and the forum was closed.

Public forum was closed at 5:35 pm.

Election of Commission Chair

Wight explained opening to elect and asked if anyone had a nomination, Boehm nominated Lantieri for Chair, second by Keech, no other nominations were announced for position.

Vote for Lantieri for Chair, all were in favor and Lantieri was nominated as Chair of the Parks Commission.

Lantieri asked if anyone wanted to nominate someone for Vice Chair and Boehm said that she would be happy to run as Vice Chair and was seconded by Lantieri. No other nominations were made.

Vote for Boehm for Vice Chair, all were in favor and Boehm was nominated as Vice Chair of the Parks Commission.

Conservation Legacy Fund Nature Based Solutions Grant Recommendations

Scott Gustin introduced himself and said that he works closely with Conservation Legacy program, it is the second year working with the grant, had \$180,000 to award to the community, received 5 applications, went to Conservation Board earlier this month and was approved unanimously and currently bringing to this Commission and then City Council. Had larger discussion on how the funds were split and decided to go with 2 full funded and 2 partially funded.



Etter asked if multi-year projects and was told all one year projects.

Lantieri said he felt a good discussion occurred on the decision and was feeling good about the decision.

Motion by Boehm, to recommend the slate approval and to move forward with the process to the City Council for approval, second by Bergmann, motion carried unanimously.

Conservation Legacy Fund

Wight explained that she had a recommendation for legacy fund project and staff had advised to the board that it did not feel it was eligible and would ask for a variance, attorney opinion was that the way the language was written for the voters, could theoretically get approved, but the way the current resolution states how funds would get distributed is not accurate. The application was pulled and will continue to look at options, would be based off of the open space plan.

Keech said that he was on the WVPD and felt conservation legacy program has already been fragmented and the Nature Based program is going to continue to take from the program. Keech felt they should reapply next year, felt a pathway for it, a nature based program and should go to that area.

Etter asked what the vote was on and for clarification Wight said stewardship, education and acquisition and by percentages for each of those areas.

Lantieri asked about how the legacy fund grows and was told by Wight that it is growing as long as a big acquisition does not happen, it grows significantly yearly and voted to spend money on other things beside the actual cost to bring to certain standard, but always been tied to an acquisition.

Roosevelt Park Comprehensive Plan

Sauve gave update on final plan said went through fall 2023-24 process and will wrap up with consultant soon but making sure get all that is wanted. Next step is to get design documents. Showed existing conditions and amenities, some things have been maintained in final plan, tennis courts, basketball courts. Three big ideas, the main buildings stay in the footprint but differently located, biggest change is the little league field is rotated but not moved. Will allow for sidewalks to be put around the perimeter of the park on all sides of the park with a ban of trees around the perimeter of the park. Community would like to improve the access to the park, space to gather, more shade, space can be multi-use and dedicated spaces to play soccer, skateboarding and roller skating. Making entrances more open and accessible and adding crosswalks to the two other entrances to the Little park. Would like to add concrete padding and benches, looking to order for this season. Met preliminarily with DPW to locate parking and



others to get help with art work and diversity, also looking to deal with declining trees but waiting for sidewalks as don't want to have to put new ones in and then have to remove

Keech said hard to tell exactly how everything is and asked if the roller skating rink was located as part of the basketball courts and was told yes if folks wanted it to be. Also had questions about the water element and was under the impression it was more of a trough type system that was turned on as wanted and asked what it would cost the City and who would clean it out and wanted to know how maintained. Sauve said at the beginning conceptual, not designed at this point, where it would be but what exactly it would be is not going to be done until 2031 but will be keeping track of as moving forward, said have high level costs but would be integrated into the capital plan through time and could be a penny for parks cost or the Foundation could also have part of a match, always looking for grant opportunities. Said it would also provide some cooling and won't be necessarily big buckets that you see at splash pads. Keech asked if the plan is that the city would just turn on a tap and Wight said nothing has been finalized and said for ones like that would be a flow, you generally push a button and it goes for a specific amount of time, there are many that very and would be a one-time use that flows out, otherwise you have to use chemicals and other expensive means to recirculate the water.

Etter asked if the current playground at Roosevelt would be moved and was told no, when due for replacement it would be moved and redone, has similar span currently and also adding other structures that are intergenerational. Also asked if about to present or start doing the planning and was told constantly doing and Sauve said the new projects and constantly being added as it moves forward, said currently have funding for playground from foundation. Was asked if when planning if maintenance is included and was told she focuses on replacing of courts and the like but does not deal with that part of the capital budget. Wight stated that when doing large generational projects very mindful of how move forward and maintain as the though the process. Roach said always advocates for maintenance to be included and the price, specs and the project cost and what can be done in house. Always try to get to a certain standard and make sure included. Also asked if something had to be cut what would be willing to let go and Wight said already have all funding for playground, and that the comp plan started around the flex field and donors but went out to all community and don't know if donors will still want to fund or support and dependent of grants and other funding and what funds can be achieved.

Lantieri asked if usually see the capital plan and was told yes, usually around March, reflection was once see the plan will be a bit more clear as to how much funding is available.

General Obligation Bond and Burlington Parks, Recreation & Waterfront

Wight said that Roach and Sauve will also be sharing information, Roach will speak to central facilities as Parks is the one that does the work on all the facilities.

Roach introduced himself and explained Parks is made up of several divisions and public buildings that are generally funded.



Bleakley managed the program, 15 FTE positions assigned to program, comprising 9 custodial positions, working foreman, HVAC maintenance specialist and capital project coordinator, several salaries within the program are assigned to the capital budget. Total of 500,000 square feet, gave the average cost per square foot of indoor space. \$1.5 million associated with the maintenance of buildings. In the past from 2014-2018 was \$60 mil to maintain the major facilities. Said each bond cycle varies, last one was \$4.04m, and looking for the same this year and in the midst of putting together two drafts, one if were to receive the bond and the other without the bond. Working on energy sources, the goals and objectives for the city as a whole is to get to a net zero energy by 2030 and challenges are majority of systems are fueled by natural gas, which is currently the cheapest option in terms of cost. Stated that have always dealt with critical needs only, never been able to do more than that. Stated that the staff had identified \$28m of critical investment over 5 years, if bond vote does not pass in March, looking at an estimated budget of \$900,000.

Etter said no doubt the bond will pass, taxes are already driving people out and felt priorities should be looked at and hope to have less reliance on bonds in the future. Wight added that not the best way to go about funding, should come from regular capital plan.

Lantieri asked if there was a bond that happened recently that did not pass and was told yes.

Sauve explained Capital Planning for parks and the design and construction in 37 parks, 8 miles of greenway and 3 cemeteries and rely heavily on other parks staff for day to day information on what is failing or in need of. Explained the park playgrounds and corresponding age of play equipment and the need to communicate with Roach and his team to identify and get ahead of capital needs and to prioritize projects. Also explained they look at the city population and areas and needs in those areas which are very community driven at times. Also have staff driven initiatives when they see them. Explained have several discussions with others in terms of eminent needs, safety and breaking down each area and how much can be allotted to each in the most equitable fashion. Explained the ability to adjust to external impacts and demands as they come along and the difficulties getting contractors and work done when wanted. Sauve identified current bond funded projects as well as identifying projects without funding sources. Stated the FY26-28 Anticipated use of Penny for Parks funding, the needs for projects that are currently unfunded but needed.

Keech asked if PFP was supposed to be community driven, requests by the City and Sauve said every year \$40,000 is set aside for community requests and then requests above that that are integrated or further down the list. Wight explained get approximately \$40,000 to \$60,000, look at plans and then get some community requests that are over and some are determined that a family playground needs to be replaced. Roach explained that the resolution does not explain how the funds are to be dispersed and then BPRW decided how to disperse and brings to the commission for final approval, and also if someone asks for funds and can leverage funds that is something that is looked at.



Standing Items:

Park Foundation Update

Lantieri said meeting on February 20th and will have a full update at the next meeting, focused on Playgrounds for all.

Off-Leash Dog Sub-Committee

Johnson said in the progress of scheduling first kickoff meeting, has committee members and all have the materials and will make recommendations, worked out rough time frame and what aiming to do, will come back once reviewed and asked if the member that Wight knew was on the previous committee would like to attend and or draft some feedback to move forward. Has enough material to get an initial meeting and agenda together.

Lantieri asked if it was viable to have a discussion item on the March meeting and Johnson said he did not think a final discussion would be ready in March, could at least have the initial review discussion but depends on the cadence of the conversation. Said could do an initial discussion of what has happened thus far and Johnson agreed with that.

Keech said there was a meeting at City Hall on the cats and felt important to know that cats and dogs are invasive species and that all have biases and does not own a dog or a cat and said at the meeting brought 4 specialist on the topic and feels a bias, he wrote to the specialist and asked 3 questions to them; first if they knew the scope of the report, had they been invited back to speak about dogs, is it good policy to have dogs off leash in city parks/not fenced in.

Director's Items

Wight reminded if anyone has or knows anyone interested in joining the vacant commission spot, exciting to look at social media for department, video at the sea caves got a lot of looks, great ice season, program registrations season kicked off, very active with extreme cold weather shelters, on alert for Monday night, provide facility that CEDO can walk in and it is ready for them to take in folks, lastly note the estimates for the path that runs through Kieslich park to the greenway and the developer is up to \$525,000 and it is \$1.2m, looking for additional funding.

Lantieri gave kudos for the creativity for creating a way to pick up garbage safer and easier using recycled items.

Commissioner's Items & Volunteer Hours

Johnson had additional 2 hours for outreach regarding the dog task force committee

Keech said he had an additional 2 hours of work on dog task force



Lantieri had an additional 3 hours

Adjournment

Motion to adjourn by Etter, second by Keech at 7:39 p.m., motion carried unanimously.

DR

MEMO

Date: February 28, 2025
To: BPRW Commission
From: KJ Doyle, Event Manager, BPRW
RE: 2025 BPRW Events in Parks

Request for waiver at all City parks to allow for amplified sound, vending and general use for BPRW events and programming throughout 2025.

Burlington Parks, Recreation & Waterfront Department is pleased to continue their activation of City parks through the planning and implementation of events for 2025. The events that the Department coordinates are integral to our parks remaining enticing to community members in fun, creative and accessible ways.

These events include, but are not limited to:

- Kids Weekend: 5/16 & 17 **Roosevelt Park and Waterfront Park**
- July 3rd Celebration: 7/3 **Waterfront Park**
- Beach Bites: 6/26 (off week 7/2) through 7/30 with 8/6 Rain Date held, **Leddy Beach Park**
- Wag the Waterfront: 9/6 **Urban Reserve Dog Park**
- Mystical Market: 10/17 **Oakledge Park**
- Halloween Howl: 10/18 **Oakledge Park**
- Halloween Bike Ride 10/26: **City Hall Park and Roosevelt Park**

Staff contact is KJ Doyle, BPRW Event Manager

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound, vending and general use.



MEMO

Date: March 11, 2025
To: Burlington Parks Commission
From: Cindi Wight, BPRW Director
CC: Deryk Roach, Parks & Central Facilities Division Director and Meghan O'Daniel,
RE: Appendix D, Section 1 update

PURPOSE

Update Appendix D, Section 1 of the Burlington ordinances to provide clarity for staff, clarity for the public and ensure there are processes in place to protect our parks.

BACKGROUND

Appendix D of the Burlington Code of Ordinances covers the rules and regulations of City Parks. Other areas of the Burlington Code of Ordinances impact parks, but for this agenda item, we are focusing on Section 1 of Appendix D. The last revision of Section 1 was 9/14/98.

We appreciated Commissioner Boehm's support, which helped give us a "clarity" perspective as we worked through changes over several months. We welcome suggestions and thoughts on the changes.

What is Section 1?

Section 1 focuses on approved park uses, when a permit is needed, and who can issue it. **The reasoning behind Section 1 is to provide some level of control over what the public can do in our parks.**

Significant changes

- 1) We struck the entire License (13) section as BPRW as entertainers interested in "busking" do so on Church Street, and we do not see our parks as places to encourage entertainers outside of approved events or special use permits. It also took up a significant portion of Section 1, and in seven years, we haven't referenced it for use in parks. If someone wanted to provide entertainment, as referenced in the original license section, they would still have the opportunity through a special use request to the Parks Commission.
- 2) We added parks and clarified the classifications of parks.
- 3) We added the need for amplified sound approval for any use of amplified sound in a park where it is not referenced. The goal here is to encourage groups to use regional parks with pre-set amplified sound rules and discourage the use at our neighborhood, non-regional, parks.
- 4) We standardized the level of sound, length of sound and timing of sound checks for multiple regional parks and broadened the use of City Hall Park to better match current use.



- 5) We added more types of permits unofficially added over time.
- 6) We changed it from a special use permit to receiving special use. We thought the word “permit” in special use confused it with other permits. Depending on the activity in the park, you might need approval from the Parks Commission to receive your permit.
- 7) We added an appeals section. If we determine someone needs a specific permit and they disagree, they can bring it to the Parks Commission.
- 8) We added a line about sound from personal devices to help with amplified sound for personal use, not related to events.

Approval Process

Parks Commission

The Parks Commission will review changes at this meeting. Following the Parks Commission review, we will send a copy to the Attorney’s office for review to flag any concerns. Depending on input from the attorney’s office, input at the March Commission meeting and input from PACC (see below) we will either approve the final changes at the April meeting or shift them to May if we still have more work. As it has been 24 years since an update, we can take three months for a final decision.

Parks, Arts and Culture Committee

The Parks, Arts and Culture Committee (PACC), made up of three City Councilors, will review the suggested changes at their March meeting, following the Parks Commission meeting, and provide input. I’ll bring that input back to the Parks Commission for the April meeting and then back to PACC in April.

City Council

Once the Parks Commission and PACC have approved the changes, the ordinance changes will go to the City Council for approval. A potential change of committee members for PACC might delay the approval.

1 Park reservation and special use policy.

(A) *General Statement:* The department of parks and recreation will make park properties and facilities available to the public on a first-come-first-served basis. Certain areas and facilities may be available for special use on a reservable and exclusive-use basis. Special use of areas and facilities must be compatible with the department's overall policy of appropriate and equitable use and wise land management. Specific policies and regulations have been developed as detailed in subsections (C) through (I), which cover many of these special uses. Any request for park use which is not detailed in subsections (C) through (I) must be submitted to the ~~board of parks and recreation commissioners~~Parks Commission for consideration.

The policies and procedures for park special use and required permits as stated herein are exclusive of contractual agreements in excess of four (4) days which are generally associated with seasonal concessionaires ~~and the operation of the Gordon H. Paquette Municipal Arena and the North Beach Campground.~~

(B) *Objectives:* The objectives of the park reservation and special use policy as detailed herein is to define the purpose for which park areas and facilities may be used, appropriateness and conditions of use, scheduling requirements and priorities, permit requirements and applicable charges for services and facilities provided by the department. An individual might require more than one permit, depending on the activity.

(C) *Types of Park ~~Special-Use~~ Permits:*

(1) ~~Standard form—Park special-use permit;~~General Park Permit

A group of twenty or more who use a park area or facility

(2) Reservation Permit

Included as part of a facility rental

(23) Approved schedules submitted by recognized youth or adult sports leagues, Burlington City governmental divisions or recognized annual concert series.

(34) ~~-Contract agreement.~~Videography and photography permit (commercial use)

Any use of video or photography for commercial purposes in city parks

(5) Programs in the Parks permit

For any commercial program or instruction in parks

(6) Officiants Permit

For Officiants who charge to perform weddings and civil ceremonies in parks

(7) Neighborhood Park Permit

For neighborhood focused events sponsored by residents, neighborhood businesses or non-profits

(8) Rally/demonstration permit

For demonstrations in parks

(9) Bike Path Permit

For use of the Burlington Greenway for an event

~~(4) Park entertainer's license.~~

(D) *Conditions Requiring Park Special Use PermitsApprovals*: A park special use ~~permit approval~~ by the Parks Commission is required if one or more of the following conditions exist.

~~(1) A group of individuals of twenty (20) or more who use a park area or facility.~~

~~(2) Reservation and exclusive use of a park area or facility for a specific time and date or on a continued scheduled basis.~~

~~(3) Use of park area or facility for an event open to the public.~~

~~(4) Use of park area or facility for commercial or fund-raising purposes, including, but not limited to, the sale of goods and services, solicitation of monies, sale of tickets or games of chance, and the use of park areas or properties to conduct an activity where the exchange of money for a product or service does not occur directly in the park, such as mass media advertising or photography.~~

~~(5) The conduction of a sports tournament or event where individuals or teams are charged a fee to participate or spectate.~~

~~(6) Use of park area for park entertainers where donations may or may not be solicited.~~

(2) Fundraising

(3) Amplified Sound

Any sound created by the use of sound amplification equipment associated with an event where amplified sound is not specified in the approved activities in parks (section H)

(E) *Rules and Regulations Concerning Park ~~Special-Use~~ Permits:*

(1) Park special use permits will be issued to responsible persons eighteen (18) years of age or older.

(2) Persons representing organizations, institutions or businesses must be an authorized representative and accountable for any personal or property damage arising from the activities of the group and for the conduct of those in the group.

(3) Payments associated with ~~standard form~~ park ~~special-use~~ permits must be made at the time the permit is issued.

~~(4) Standard form park special-use permits must be picked up at least twenty-four (24) hours before the scheduled use. Permits associated with Saturday and Sunday use must be picked up by 12:00 noon of the preceding Friday. Permits not picked up prior to established deadlines will be voided upon department discretion.~~

~~(54) Requests for adjustments to park permits may be made by the applicant forty-eight (48) hours prior to scheduled use without liability. Refunds for cancellations follow the department refund policy. Park reservations and permits may be canceled by the applicant forty-eight (48) hours prior to scheduled use without liability.~~ The department will issue cancellation notices as far in advance as possible, but reserves the right to cancel at any time as deemed necessary.

(65) Permits may be canceled by authorized department personnel or the chief and tour commander of the police department at the time of the reservation if the conditions and intent of the permit is violated or if the permit holders violate any park rule or regulation, park or city ordinance, Vermont state or federal law.

(76) Upon cancellation of a permit as a result of a violation of the permit agreement or violation of park regulations, park or city ordinances, Vermont state or federal law, the park area and/or facilities will be vacated by the group as stated on the permit and the area/facility will revert to use on a first-come-first-served basis until such time as a succeeding permit comes into effect.

(87) No tickets are to be sold or admission charged, donations or other money-raising methods conducted except as expressly approved by the ~~board of parks and recreation commissioners~~ Parks Commission or authorized designee.

(98) No group shall conduct any activity causing undue additional work for the department unless a previous agreement has been made for reimbursement.

~~(109)~~ Permits are not transferrable to another individual or group.

(11) Request ~~for park special use~~ requiring department or Park Commission approval ~~may be made in person, by telephone or in writing. Request for park special use requiring approval by the board of parks and recreation commissioners~~ must be submitted in writing.

(12) Individuals or groups, ~~including vendors associated with events, engaging in the sale of items intended for consumption or sponsoring an athletic event where participants are charged a fee~~ might be required to provide proof of a comprehensive liability policy protecting themselves and the City of Burlington, as an additional insured, from loss or liability arising out of their sponsored activities. The limits of such policy ~~shall be no less than three hundred thousand dollars (\$300,000.00) per person and three hundred thousand dollars (\$300,000.00) per occurrence~~ will be identified in the permit application.

~~(13)~~—Licenses:

Individual license: Each individual applying for a parks entertainer's license shall be granted such a license after paying the appropriate fee and providing the following information to the parks commission: 1) individual's name, address, and telephone number; and 2) a recent picture of the individual showing the head and shoulders in a clear and distinguishable manner. The parks division office ~~will take the photo if necessary for one dollars and twenty-five cents (\$1.25).~~

If an entertainer is unable (due to special circumstances) to come to the office that person may apply by mail. This license allows a person to perform. It is not an employment contract.

Group license: If two (2) or more street entertainers are performing as a group, one license, listing each member of the group, may be issued after paying the appropriate fee and providing the following information to the parks commission: 1) individual's names, addresses and telephone numbers; and 2) a recent picture of the individuals showing their heads and shoulders in a clear and distinguishable manner. The parks division office will take the photo, if necessary, for one dollar and twenty-five cents (\$1.25).

If an entertainer is unable (due to special circumstances) to come to the office, that person may apply by mail.

Annual license: An annual license may be issued to an entertainer or group if 1) at least five (5) daily/weekend licenses have been obtained; and 2) no valid complaints have been filed during the five (5) separate performing dates. (A valid complaint is defined as one which relates to violations of the rules and regulations set forth in these guidelines).

Minors: Any person under the age of eighteen (18) must have a parent or guardian present when applying for a license. The parent or guardian must provide a written statement 1)

assuming full responsibility for the minor's performance; and 2) agreeing to hold and save harmless the City of Burlington Parks and Recreation Department, its agents, employees, and offices, harmless for any and all liability arising out of or in connection with the minor's performance.

Display of license: Parks entertainers must display their licenses while they are performing. If they do not, it will be assumed that the person is not licensed and the police or staff will ask the person to cease performing.

Signing of license: By signing the license, the licensee acknowledges understanding that:

- 1) They are conversant with these rules and regulations and with any city ordinances that may govern park entertainers.
- 2) Having a parks entertainer's license in no way protects them from the enforcement of any such relevant rule, regulation or ordinance of the city or state;
- 3) The right to act as a park entertainer in the parks is a privilege; and
- 4) His or her activities as a park entertainer must not constitute a nuisance.

Annual license renewal: Licensees are responsible for renewing their licenses. Conditions of renewing the annual licenses are:

- 1) Park entertainers have notified the parks and recreation department of any change of address during the previous year;
- 2) No valid complaints have been filed against the entertainer during the previous season; and
- 3) The entertainer/group has applied in person for the renewal of the annual license.

Park entertainers, who have not met the requirements for renewal of an annual license, may begin the process to receive an annual license which is outlined above.

Fees:

	-
Daily licenses (individual/group)	\$ 5.00
Annual licenses (individual/group)	25.00

Locations: The Burlington City ordinances allow no more than two (2) parks entertainment acts in the following parks at any time. These parks are North Beach, Leddy, City Hall, Perkins Pier, Waterfront and Oakledge. For the purpose of site selection, a group shall be considered as one entertainment act. These licenses shall be granted on a first come first serve basis. Further guidelines established by the parks commission are as follows:

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1) —Entertainers are excluded from performing at the Burlington Community Boathouse and the College Street Pier.

Entertainers must observe a 150-foot buffer from the upper and lower shelters at Oakledge Park.

Entertainers must observe a 150-foot buffer from the North Beach Bathhouse.

Entertainers must observe a 100-foot buffer from the Bandshell at Battery Park.

Entertainers must observe a 50-foot buffer around any buildings at City Hall Park.

Entertainers must observe a 50-foot buffer around any docks or buildings at Perkins Pier.

Entertainers must observe a 50-foot buffer around any tennis courts or buildings at Leddy Park.

2) —There may be only two (2) park entertainment acts per park. Park entertainers shall be responsible for selecting sites in the parks within the above-noted guidelines. Further restrictions may apply.

3) —Park entertainers share responsibility for maintaining clear pathways to adjacent businesses, vending operations and through the pedestrian right-of-way.

4) —Park entertainers may not use park benches while performing.

5) —Entertainers will be restricted to certain locations during park special events.

Performance time: The park entertainers may perform only from 10:00 a.m. to 9:00 p.m. Sunday through Thursday and 10:00 a.m. to 10:00 p.m. Friday and Saturday.

Maximum performance time per park per day is two (2) contiguous hours, ten (10) minutes may be allowed for set-up, if needed.

Entertainers will be restricted to certain times during parks and recreation sponsored events.

Volume control: Parks entertainers may not use amplified sound. Entertainers using brass instruments and saxophones must mute them. Performers must reduce the level of sound or mute their instruments upon request by authorized personnel or Burlington Police. If they do not comply, their license will be revoked.

Sale of products: Licensed park entertainers may sell tapes or other recordings of their own performance(s). No additional license (e.g., a vendor's license) is required for this activity.

Disciplinary action: A valid complaint is defined as one which relates to violations of the rules and regulations set forth in these guidelines. A complaint must also be received in writing containing the complainants' name, address and phone number. A complaint may be valid if parks and recreation staff document violation of rules set forth herein.

The first valid complaint filed against a license holder will be communicated verbally.

The second valid complaint causes revocation of the license until the entertainer appears before the parks commission to resolve the issue.

Should the parks commission decide to extend the revocation of a license, it may choose to do so for up to thirty (30) days for a first offense, for up to twelve (12) months after a second offense, or for up to twenty-four (24) months after a third offense.

If a licensee is found guilty of violating a City of Burlington ordinance and/or State of Vermont law while performing, the license will be automatically revoked and no new license may be issued for twenty-four (24) months.

Insurance: Acts which may be considered dangerous (e.g. Acts involving knives, fire, other hazardous materials) must provide insurance. The licensee shall maintain a policy which limits liability for bodily injury and property damage in the amount of at least one hundred thousand dollars (\$100,000.00)* for bodily injury to any one person, and for damages to property in the amount of at least twenty-five thousand dollars (\$25,000.00) resulting from any one accident. The licensee must provide proof of such insurance to the parks and recreation department upon request.

Note—Insurance amounts may be changed subject to checking with the city's insurance administrator.

(F) *Park User Classifications:* Park areas and facilities will be available for special use on a first-come-first-served reservation system. However, upon the discretion of the department, to best serve the recreational needs of the public, and in order to give priority to the various groups making application for special use, the user classifications will preclude the first-come-first-served reservation system. Appeals for park special use allocations may be made in writing to the ~~board of parks and recreation commissioners~~[Parks Commission](#) for consideration.

(1) Class I Recreational—Open to the public:

- (a) Department-sponsored events and activities.
- (b) Department-cosponsored events and activities.

(c) Burlington School District youth athletics

(cd) Nonprofit youth and adult sports leagues.

(de) Governmental divisions/agencies, quasi-public agencies, nonprofit agencies.

(ef) Individuals, groups, organizations, businesses.

(2) Class II Recreational—Closed membership, not open to the public.

(3) Class III Nonrecreation—Nonprofit.

(4) Class IV Commercial.

(5) Class V—Park Entertainers.

(G) *Park Special Use Approval Authorization:*

(1) The department of parks and recreation is authorized to process and approve all requests ~~for park special use in compliance with the policies as set forth in the park special use policy, including the exposure and sale of goods and services in connection with an event when such sales are conducted by the sponsor of the event and intended to defray cost of the event. Proceeds from such sales may also be used to defray operating expenses of governmental divisions, quasi-public or nonprofit organizations or agencies for park permits unless noted as requiring Special Approval in section D or outside of a standard use of a park.~~

(2) ~~Request for park use, commercial in nature, intended to generate a profit and not affiliated with an activity or event occurring on park property~~All special use approvals must be submitted in writing and approved by the ~~board of parks and recreation commissioners~~Parks Commission.

(3) Any request for ~~department~~City cosponsorship of an event or for park special use not in compliance with the park special use policy must be submitted in writing and approved by the ~~board of parks and recreation commissioners~~Parks Commission.

(H) *Approved Special Use Activities by Park:* Park special use permits will be issued for park areas and facilities under the following guidelines and restrictions:

(1) *Neighborhood and Community parks:* Lakeside, Pomeroy, Roosevelt, Schmanska, Smalley, Appletree, Baird, ~~Kieslich, Schifilliti, Ethan Allen, Calahan, Starr Farm, Dewey~~. Neighborhood parks, generally serving an area within a one-quarter-mile radius, are intended for use by neighborhood residents on a first-come-first-served basis. ~~Park special use permits~~Permits for events will be issued only to local youth groups, neighborhood organizations and civic organizations for specific events. Approval for continuous scheduled use by youth sports leagues may also be granted. Sound played

~~through a personal device Stereo, radio or other amplified music~~ shall be prohibited in neighborhood parks from 10:00 p.m. until 7:00 a.m. and all events using amplified sound must have Park Commission approval.

(2) ~~Special use areas~~Regional Parks: Battery Park, City Hall Park, Perkins Pier, Waterfront Park, Leddy Park, Oakledge Park, North Beach, Burlington Greenway, A Dog Skate Park.

(a) Battery Park—Cultural, performing arts and concerts, public speeches and demonstrations, civic ceremonies, fund raising, shows and exhibits. ~~Permit for entertainment must be approved by the board of parks and recreation commissioners.~~ The amplified sound at events or concerts shall not exceed ~~three~~ four (34) consecutive hours in duration. Sound checks or testing shall commence no earlier than ~~one-half hour~~ three (3) hours before the start of the permitted performance schedule. Concerts shall be limited to three (3) per week, not more than one per day, with the week commencing on Saturday at 9:30 a.m. Concerts shall not be scheduled on more than two (2) consecutive days and will commence no earlier than 9:30 a.m. unless specifically authorized by the board of parks and recreation commission, nor shall they conclude later than 9:00 p.m. The volume level of any concert, or any event with amplified sound, shall not exceed ~~seventy-eight-five (7585)~~ decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(b) City Hall Park—Cultural, performing arts and concerts, public speeches and demonstrations, civic ceremonies, fund raising, shows and exhibits. ~~Permit for entertainment must be approved by the board of parks and recreation commissioners.~~ Sound checks or testing shall commence no earlier than ~~one-half~~ three (3) hours before the start of the permitted performance schedule. Concerts shall be limited to a maximum of three eight (38) per week, not more than ~~one three~~ per day, with the week commencing on Saturday at 8:00 a.m. Concerts shall conclude no later than ~~9:10:00~~ 9:00 p.m. The volume level of any concert shall not exceed ninety-five (95) decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(c) Perkins Pier—Waterfront or aquatic-oriented events. ~~Permit for entertainment must be approved by the board of parks and recreation commissioners.~~ The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than ~~one three (3)~~ hours before the start of the permitted event or concert and ~~shall last no longer than one hour no earlier than 9:00 a.m.~~ The volume level of any concert, or any event with amplified sound, shall not exceed eighty-five (85) decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(d) Waterfront Park—~~As administered by department of water resources. Available for cultural, performing arts and concerts, fundraising events, shows and exhibits.~~

Amplified sound must follow Act 250 Waterfront Park requirements and all events require Waterfront Event Committee approval.

(e) Leddy Park - Available for field sports, tennis, picnicking and aquatic events. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than three (3) hours before the start of the permitted event or concert and no earlier than 9:00 a.m. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(f) Oakledge Park—Available for field sports and picnicking. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than three (3) hours before the start of the permitted event or concert and no earlier than 9:00 am. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(g) North Beach Park—Available for aquatic, picnicking and fundraising events. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than three (3) hours before the start of the permitted event or concert and no earlier than 9:00 am. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels (A-weighted) at any time when measured at any place on the exterior perimeter of the park.

(h) Burlington Greenway – Available for runs and walks and requires a bike path permit. Permit for fundraising and rides must be approved by the Parks Commission.

(i) A Dog Skate Park – Available for recreation programming and special community events. Permit for exclusive use, outside of department programs, must be approved by the Parks Commission.

(3) City parks: Ethan Allen Park, Leddy Park, Oakledge Park, North Beach Park.

(a) Ethan Allen Park—Limited facilities restrict use to a time period of three (3) hours. Use of the park exceeding three (3) hours requires provisions for restroom facilities.

(b) Leddy Park—Available for field sports, tennis, picnicking and aquatic events. Permit for entertainment must be approved by the board of parks and recreation

commissioners. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than one hour before the permitted event or concert and shall last no longer than one hour. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels at any time when measured at any place on the exterior perimeter of the park.

(c) ~~Oakledge Park—Available for field sports and picnicking. Use of amplified recorded or live entertainment must be approved by the board of parks and recreation commissioners. Permit for entertainment must be approved by the board of parks and recreation commissioners. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than one hour before the permitted event or concert and shall last no longer than one hour. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels at any time when measured at any place on the exterior perimeter of the park.~~

(d) ~~North Beach Park—Available for aquatic events. Permit for entertainment must be approved by the board of parks and recreation commissioners. The amplified sound at events or concerts shall not exceed four (4) continuous hours in duration. Sound checks or testing shall commence no earlier than one hour before the permitted event or concert and shall last no longer than one hour. The volume level of any concert, or any event with amplified sound, shall not exceed eight-five (85) decibels at any time when measured at any place on the exterior perimeter of the park.~~

(4) ~~Playfield parks: North Park, South Park.~~

(a) ~~North Park—Youth field sports.~~

(b) ~~South Park—Youth and adult field sports.~~

(5) *Playground parks:* Champlain St. Park.

(a) Champlain St. Park—Not available for special use.

(6) ~~District parks~~Park Natural Areas: Arms Park, McKenzie Park, Northshore Natural Area, 127 Recreational Path, Urban Reserve Property, Intervale Property.

(a) ~~Arms Property—Undeveloped property suitable for passive recreation and educational purposes.~~

(b) ~~Intervale Property—Same as Arms Property. Property suitable for passive recreation and educational purposes~~

(I) Sound from personal devices in parks must be restricted to within six feet of device

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(I) *Fees and Charges:* As set annually by the ~~board of parks and recreation commissioners~~Parks Commission.

(J) *Appeals:* Appeals may be brought forward to the Parks Commission.

(K) *Alcohol:* All rules and regulations regarding alcohol in parks are governed by Chapter 21, section 38 of the Burlington Code of Ordinances

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update - March, 2025

Department accomplishments and notable staffing developments since the last report

- March work anniversaries – Holli Bushnell (7), Rob Peterson (2), Stan Bajuk (13), Josh Cushing (5), Gene Aube (35!)
- Trees team wraps up their annual \$105,000 BED contract by the end of February!

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

- [Open Space Plan](#): Opportunities for in-person engagement until March 7th and a [survey](#)!
- Scholarship Madness – Indoor Golf Tournament Fundraiser – Friday March 28 – two sessions <https://enjoyburlington.com/event/10250/>
- Throwback Grown-Up Book Fair (and fundraiser) – Saturday April 5 at the ONECC – two sessions <https://enjoyburlington.com/event/throwback-a-grown-up-book-fair/>



Recreation Division Update

Recreation Programs

- AALV and YMCA swim lessons were very really well received once again, with many returning families, and a total of over two dozen low-income and first-generation kids served, learning safety-based introductory swim skills with the YMCA aquatics team
- The first ever Winter Session of Zach's Magic Club began in February, and was once again very well received with nearly every participant from the last two sessions signing on again, and even a few additional students. This pushed us past our original 'maximum,' with 13 students currently enrolled
- Bolton Session 1 wrapped up nicely, with many families returning for session 2 in March. Session 2 is slated to start the first week in March, and very nearly filled to its maximum capacity, with 94 middle and high school area students enrolled
- Several outing programs taking place during February vacation could not meet their minimums. Therefore, outing staff pivoted to support Champ Camp with additional outdoor and active opportunities

such as sledding, cross country skiing, and ice skating. This face-value adversity provided a great opportunity to develop new practices that will hopefully bolster enrollment in outing programs over April break, such as new biking centered curriculum, more consistent hours and price points, and the option for parents to enroll for full days of care by mixing half day skating camp with half day outing programs

- Wintervale and East End Interlude both served as wonderful 'soft-openings' for the VOREC Winter Equipment trailer, with over 60 members of the public able to try snowshoeing, cross-country skiing or sledding between the events
- UVM's Rubenstein school became one of the first external organizations to receive a loan of the Winter Equipment trailer, and they had a very positive experience utilizing it as part of their NR 1020 labs for over 30 UVM students at the Intervale Center

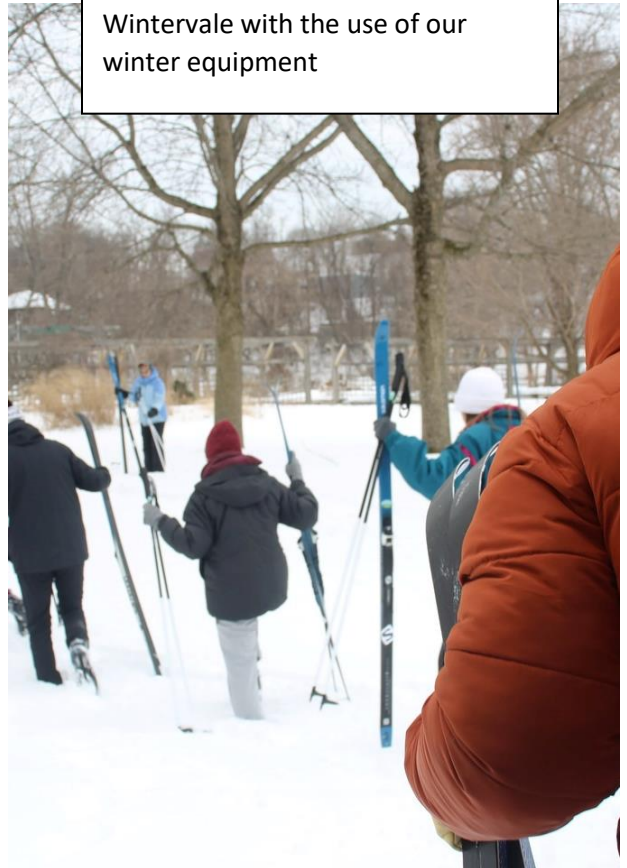
CORE Adult Center

- The CORE program is currently being restructured so that it is more accessible to the seniors of Burlington, serves a larger population, is more streamlined when it comes to registering for classes/programming, and is more marketable.
- Added a new art class to the calendar along with several new workshops including the benefits of house plants and mental health warning signs.
- A couple of new seniors attending programming for the first time this month, with interest in attending other programs.
- The seniors helped make lanterns for the annual Winterlude Festival that took place at Schmanska Park.
- Cultivated new partnerships with UVM in their music/art and computer/technology departments to provide more/new programming for seniors and a few other organizations.
- Our sewing teacher, who has been with us for the last two years, was selected as the volunteer of the year for her service with the seniors.

Adult Programs

- Spring adult classes are live and currently open for registration
- We are offering a new workshop called Move with Freedom and Ease, taught by our wonderful CORE Bone Builders teacher. We hope to get a lot of interest in the course so it can be offered again in the fall.
- In the process of setting up new art, knitting, sewing, and yoga classes with the goal of utilizing more of the rooms at the ONE Community Center.

The recreation team supported Wintervale with the use of our winter equipment



Vellum lanterns with the full moon at Winterlude



Leddy Arena Programs

- Session 4 of studio ice skating lessons began on February 8th
 - We were excited to welcome back many familiar faces while creating space for new comers who couldn't get into a January lesson
 - 134 people attend lessons weekly across seven different ice skating lessons
- February Break Ice Skating Camp took place with 32 children attending daily
 - Each camper received two learn to skate lessons a day
 - We had a jigsaw staff schedule so that we could provide 40 hours of camper supervision for the families because no single staff could provide a whole week commitment
- Light The Lamp Hockey Camp took place Tuesday-Thursday from 9am-12pm on the studio ice with a small turnout
 - A goal for the future is to cross-promote this offering with my February camp so that parents can drop their kids off for the full day at Leddy if they want to do a hockey camp rather than my learn to skate camp
- Miller Vacation Camp came to Leddy on 2/28 for a field trip and it was exciting to welcome their campers to the ice and provide a fun offering via internal coordinating

Recreation Events

- Recreation staff supported the Old North End Winterlude Celebration on Saturday, February 8th. We provided our VOREC winter trailer there with a staff person, providing X-C skis, snowshoes and sleds for the event.
- Recreation Events Manager, KJ Doyle, has started planning for Kids Weekend, which is set for May 16th and May 17th

BPRW has the winning team for the CVRA tourney!

Athletics

- The youth basketball league season ended on February 15. The Burlington Thunder won the CVRA boys grade 5-6 tournament comprising 26 teams from around Chittenden County. The team was led by volunteer coaches Jeff King and Geoff Bennett. Jeff King has been selected as the 2024 Volunteer Coach of the Year and will be recognized at the April rec commission meeting.
- BPRW youth basketball families were very pleased with the season and had many positive things to say in the end of season survey:
 - "The referees were awesome. They were all very good with the kids and use teachable moments."
 - "Such a fun program where my daughter found a love of basketball and learned so much."
 - "Coaches were amazing!! Great instruction and so positive! They gave my daughter so much confidence, she loved it!"
- The Melanie Davidian Womxn's Basketball League championship game is on March 9 at the Miller Center. Will the Red Wagon Plants repeat as champs?
- The Soccer Sparks Winter Session Two will start on Sunday, March 9 at the Miller Center.



- Planning for the 3rd Annual Round Robin Spring Pickleball Tournament has started. This year's tournament will be held the weekend of April 26-27 at the Miller Center. Butter Bar will be returning as one of the lead sponsors.

Recreation Facilities Division Update

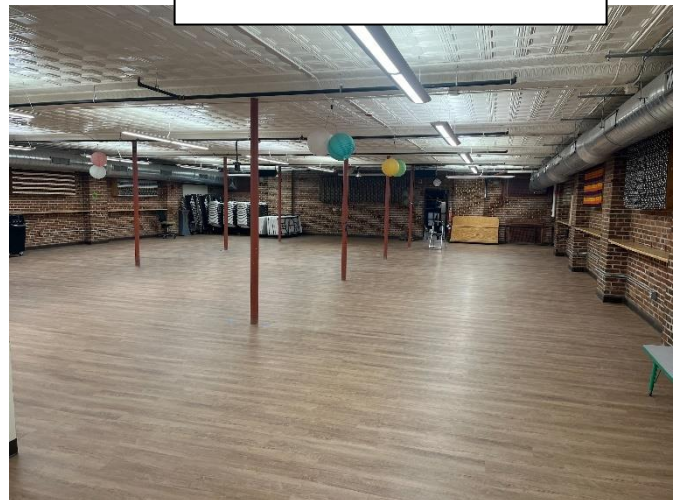
Leddy Arena

- We are now in hockey playoff season! As of the end of February, the BCHS girls hockey team was ranked #1 going into the State Championships and all of their playoff games will be hosted at Leddy Arena. Both boys teams are also in the playdowns and three BAHA teams made it to the State Championships. The VT Lumberjacks are also going into playoffs and then the schedule will quiet down a bit by late March!
- Thanks to Stan Bajuk and Josh Cushing who stepped up and worked tirelessly 6 days a week for part of February while we had two of our four staff members out. And thanks to BAHA volunteers who stepped up to help during the incredibly busy Mite Jamboree weekend, keeping Leddy clean, fun and safe for all of our visitors!

Miller Center

- On February 1-2 and 17-18 The Miller Center was again activated as an emergency overnight no-barrier shelter with upwards of 80 guests staying on site each night. BPRW staff has gotten good at pivoting to stand up these shelters this winter! Thanks to the support of Parks, Facilities, Admin and Recreation staff, all contribute to making the ECWS a success. Thanks also to the BCA staff for accommodating a Howard Center staff training scheduled at Miller which was relocated to Contois Auditorium.
- February events at Miller included a Business Workforce Development CPR training, 7 birthday parties, CVRA's youth basketball tournament, a Laotian community dinner, VT Council for the Blind's Mid-Winter Music & Arts Jam, February vacation camp and, new last month, Burlington Football Club and an adult field hockey group.

New floor at the Old North End Community Center – wow!!!



CORE at the ONE CENTER:

- The event hall at the ONE Center was closed for the month of February as new flooring is being installed! We are very excited for this much-needed renovation of the first floor space, as well as improvements in the entry at CORE.
- Starting in February, and running through mid-April, the CORE is once again hosting free tax advising, in cooperation with AARP every Tuesday from 9:30am-2:30pm. Anyone can take advantage of this opportunity to get some free tax assistance!
- Very Merry Theatre had a busy February with 11 performance dates, with 179 participants and 932 spectators!

Park Division Update

Conservation Program

- The conservation team did a fantastic job in February maintaining the [Sea Caves](#) (hundreds of visitors) and, with support from the Grounds team, maintaining the Greenway with a “ski to the east” plowing pattern.
- Presented 2024 accomplishments and plans for 2025 for the Burlington Greenway and the 127 Path to the Director. With support from Warren Rich from the IT department, Olivia Wolf, Bike Path Maintenance Specialist, created maps that helped show the various maintenance methods along the two paths.

Thanks to Parks and Rec and NNE Residents

Joanna Elliott • Starr Farm Rd, Burlington

Gratitude

This time of the year, I'm especially grateful that we have the bike path, when is truly at its best as an example of a multi use trail. I can ski for miles and feel so fortunate.

Email Author

Reply to Forum

Central Facilities Program

- Finishing quarterly HVAN PM service and all filters have been changed at City Hall and the BCA.
- Mini splits in CT have had annual cleaning.
- Assisted with snowstorm cleaning and plowing.
- Assisted with disconnecting and removal of Boathouse boiler...prepping for new installation.
- Police Department front canopy renovation is well under way...5-7 weeks to completion.
- Completed pre-bid meeting with contractors for Library exterior renovation project.
- Kick off meeting with contractor for Station 2 bay floor renovation.
- Consulted with local historic preservation expert on City Hall exterior doors for restoration.
- Met with contractor to set up local core program for Paquette Arena at Leddy.
- Grant approved for Police cruiser lot security fence installation.
- Completed design and real estate interviews for future Burlington Public Safety Building.
- Posted RFP for Geothermal Well Testing at Library.
- Completed code review with architect for new City property on Flynn Ave.
- Samples were taken with the contractor for mortar testing at the library.
- Completed walk through at Police Department with contractor for Net Zero Energy planning.
- Custodial help for warming shelter at Miller Center.
- Completed ADA walkthrough with architect for City Hall and BCA.
- Replaced large vandalized exterior windows at Library.
- Organized (10) years of Preservation Stewardship Reports for the BCA.

BPD Front Canopy Renovation project



- The custodian team set notification signs for the March election in Burlington.
- Continual graffiti, trash and needle clean-up.

Tree and Greenways Program

- Regular maintenance of all equipment.
- Responded to resident requests as needed
- Regular updates to tree inventory
- Supported snow removal as needed.
- Completed line clearing contract for BED. \$107,000 completed and billed.
- Submitted application to the National Arbor Day Foundation for annual Tree City USA designation.
- Completed planting plan and ordered bare root trees for spring street tree planting.
- Continued removal of ash trees in the south end.



Ash removal on Southwind Drive

Park Facilities Program

- Finished the LED lighting upgrade at City Hall Clerk treasurer office
- The crew set bubblers to keep ice from forming at the Coast Guard launch ramp in prep for the Penguin Plunge. Tyler worked the event, taking sound readings and keeping the area safe from ice.
- Ian, our electrician, drove our minibus and helped transport the houseless to the Miller Center warming shelter.
- The crew using 5" stone made a ramp for the engineering firm to test the underwater soil in prep for our dredging project.
- We removed the old domestic hot water boiler at the Boat House to prepare for its replacement, with the help of Central Facilities HVAC Tech.
- We installed fire extinguisher boxes on frames that Rob Peterson had made for our dock systems.
- The frequent snow storms are keeping all the crews very busy.
- We put picnic tables together that will go on the Boat House deck.
- The Crew took IRC Training in prep for a Lead certification course.



Removing the boiler under the Boathouse – cramped quarters!

Cemetery Program

- In February Cemetery Staff sold 1 lot for burial
- In February Cemetery Staff performed 1 full burial
- Continued Lot card entry into Pontem. Completed through the letter Fi

- Researched multiple lots for inquiring families and grave researchers
- Performed equipment maintenance
- Performed grounds maintenance at Lakeview, Elmwood and Greenmount Cemeteries
- Plowed and salted as needed
- Met with cemetery commission to get approval of pricing increase. Commission approved. New rates will go into effect on 4/1/2025.

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Performed standard equipment maintenance
- Performed small engine equipment maintenance
- Supported Park Rangers
- Plowed and salted as needed
- Maintained all ice rinks
- Helped with encampment removals at the Urban Reserve.
- Responded to VueWorks request as needed.
- Plowed all basketball courts
- Supported conservation with plowing the Bike Path

Planning Division Update

- Projects Progressing:
 - **127 Path Feasibility Study:** Next Advisory Committee Meeting being scheduled for late March as the design team works on concepts.
 - **Baird Park Comprehensive Plan:** Met with UVM's Landscape Ecology at UVM to discuss BPRW's work and review their concept plans for the park.
 - **Bike Park at Leddy Park:** Contracting underway with design/build contractor. Project anticipated to start in May. (ongoing)
 - **Calahan Park Sidepath:** NEPA review wrapping up. (ongoing)
 - **Community Boathouse Feasibility Study (co-managing with waterfront):** Setting up meetings with state partners to determine permitting opportunities and limitations for any next steps.
 - **Lakeview Cemetery Section 8 – Phase 1:** Met with a firm that has worked at Lakeview Cemetery's Section 5 & 6 to discuss potential work on Section 8.
 - **Leddy Park North Gully Stormwater Study:** Final report in hand; completed grant reporting – waiting on final sign off and next steps. (ongoing)
 - **Marina Dredging (co-managing with Waterfront):** Sediment sampling has been completed; awaiting results and analysis.
 - **North Beach Parking Lot:** Working on RFP for design work on the North Beach entry/parking area which has seen a lot of erosion and water pooling in recent years. (ongoing)

The Grounds team spread a lot of love this year with the ice rinks!



Boys & Girls Club of Burlington

February 6 · 🌐

Did you know the first ice skates were made from animal bone? We've come a long way since then! ❄️ A huge thanks to our friends at [Burlington Parks, Recreation & Waterfront](#) for making it possible for these lucky kids to step right outside our Academic Center and glide across an amazing rink! [#skateintowinter](#) [#thankyouBTVParks](#) [#greatfuturesstarthere](#)



The bike path after the big storm with winds. The crews opened it right up!

- **Oakledge for All Universal Access:** Ongoing work on signage, additional plantings in the spring. Restroom bids received.
- **Open Space Plan:** Public Engagement ongoing with engagement at Fletcher Free Library and interview on CCTV.
- **Pomeroy Park Playground Redesign:** Entering next stage of conceptual design.
- **Roosevelt Park Comprehensive Plan:** Second set of comments of the report sent to consultant for revisions.
- **Schifilliti Path:** Celebration pushed to spring – will be working on a collaborative project with VABVI. (spring!) (ongoing)
- **Schifilliti Accessibility and Restrooms:** Met with potential contractor for the accessibility project and re-strategizing the restroom renovations and no bids were received in February.
- **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)

Projects supporting other divisions/ departments: (abbreviated)

- Deaccessioning of Chief Greylock @Battery Park – work with REIB and BCA
- Barge Canal Reuse Planning
- Great Streets/Main Streets
- Playground Equipment and Compliance
- Standard Equipment Replacements
- South End Planning
- Pease Lot Restroom Repairs
- Lighting at the Fishing Pier

Waterfront Division Update

- **Campground & Beaches**
 - Working on getting contracts out for the various concessionaires at our beaches.
- **Marina**
 - Created new fire extinguisher boxes for the docks
 - Processed many check payments for slips as seasonal boaters opted not to pay the credit card transaction fee.
- **Events**
 - Our first Event of the 2025 season kicked off February 8th with the Penguin Plunge!



Installing fire extinguisher boxes for the frames made by Marina Manager, Rob Peterson

Admin Division Update

Marketing & Communications

- Marketing is working on the new website project: developing the parks pages for the new City of Burlington website in coordination with I&T and vendor. Page migration and design is underway. Next will be refining and developing new pages as well as switching off and redirecting the old website.

- Date for new website launch is set for March 20, 2025
- Working with Warren Rich, Max Madalinski, Daniel Schmidt, and Dan Cahill on a comprehensive parks map finder tool for the new website.
- Marketing working on an all-Parks photography project to capture new, high-quality images with internal assistance – thank you Olivia Wolf of the Conservation Team for offering your photo skills!
- Marketing launched promotion for summer camps with advertising, updated summer website, social media and flyers to schools.
- Working to inventory and categorize all signage requests for the department.
- Developed content system to deliver regular updates for winter outdoor skating rinks.
- Jules working with the Open Space Plan team to create communications for public outreach.
- Developed marketing for two new events: Scholarship Madness – Indoor Golf Tournament (March 28) and Throwback! Grown-Up Book Fair (April 5)
- Working with Love Burlington and Burlington Wildways on shared comms planning for Earth Week.
- Working with the Mayor's office to help manage and complete work for Feb. Ballot question public outreach:
 - Jules created four videos for public outreach to help tell the story of the bond requests in an approachable way. View them on the Mayor's IG account: www.instagram.com/mayorbtv
- Surpassed 8370 total [Instagram](#) followers on @btvparks account!

Park Ranger Program

- Check out the Seven Days article where you can see a picture of our lead Ranger, Neil Preston, who served as a member of the groom's party, March 2023 for a couple who had been camping in our parks - <https://www.sevendaysvt.com/news/ana-winn-and-tony-pickard-a-homeless-couple-moved-to-burlington-for-the-states-social-services-they-didnt-find-a-house-but-turned-the-city-43014776>. This gives you a glimpse of the empathy and caring Neil brings to his work
- The Rangers noted in their February Ranger report that the newly available shelter beds were making a difference in camping within park spaces
- Rangers supported BPD and the Intervale Center with an arson at a homeless site. They note there is a noticeable movement of campers from park spaces to privately owned land, with church properties and land adjacent to railways seeing more camping pressure
- The tents at the Moran Frame will get noticed on March 15 with the removal date on or before April 15 to ensure the site is ready for the spring programming use by the Community Sailing Center with school programs. Signs will go up indicating no camping after the removal date.

Gratitude for Neil Preston and the Urban Park Rangers

Rachel Jolly • Strong St, Burlington

Gratitude

I wanted to give a shout out to Neil Preston and the BPRW Urban Park Rangers program. Neil works with so many of our community's most vulnerable and marginalized folks, and takes the time to develop relationships and rapport with them. We have hundreds of people who are homeless sleeping outside during this frigid winter, and Neil checks on so many of them, knows what keeps them motivated, knows when someone may need a particular article of clothing or a social connection to keep them going. His job is not easy yet he continues to show up with kindness and heart to make a positive difference in people's lives, one by one.

Email Author

Reply to Forum

Director December Highlights

- Completed the eighteen hours (six Wednesdays) Community Police Academy, getting a unique look at the behind-the-scenes work at the police department. While it is a commitment of six evenings, I highly recommend participating if you are interested in the work of the police department. One of my key lessons was by the CAIP Assistant Director, Lacey Smith. Lacey notes that if you have enough money, you generally don't need support around housing. If you don't have enough money but can navigate multiple agencies who each operate independently, you can get housing support through non-profits. If you can't do that, due to mental illness, substance abuse, trauma, etc, you fall to the bottom and that is who the CSLs are serving day in and day out. Their goal is to get those folks to the non-profits.
- Attended the Special Olympics Plunge VIP event with Erin Moreau to build connections and show support for the Special Olympic team. The organizers were thankful for the City team's work in making that event possible.
- Held our twice annual meeting with Burlington School District regarding our joint use agreement for field and facility use. It is an excellent opportunity to ensure we communicate and small issues don't turn into big ones.
- Held a multi-department meeting along with Acrisure, who coordinates the city's insurance, to discuss insurance needs for events. The goal was to get everyone on the same page, ensure Acrisure and our attorney's office understood the needs, and to streamline the process for external producers and our internal events, all while ensuring the City is protected from liability.
- Supported the City capital team by attending the Ward 2/3 NPA regarding city bonds.
- I met with the City Finance Director and CAO (in separate meetings) to better understand the FY26 budget challenges and shared my findings with the leadership team. It will be very challenging for the City to balance the FY26 budget without staff and community impacts.
- Met with the CJC regarding a break-in we had at Miller a few months ago. We will meet with the teens as part of a restorative justice process.



2025 Community Police Academy

Commission notes

- Contact Candice Holbrook if you would like a winter seasonal recreation parking pass for Perkins Pier cholbrook@burlingtonvt.gov. Name, address, phone, license plate, make/mode of car

Love Notes

"Just wanted to say-and I know I'm not the only one who noticed-thanks for all of the HVAC work in City Hall! Our office is always cozy, but even Contois felt warmer last night! Thanks!"

Erin Jacobsen, Chief of Staff

Hi Cindi and Erin,

I want to thank you and the entire Burlington Parks, Recreation & Waterfront team for your incredible support throughout the planning process and on the day of the Plunge.

Thank you so much for your continued support of the Penguin Plunge. We deeply value our partnership with you and the Burlington Parks, Recreation & Waterfront team!

All my best, **Sarah McCaffrey**, *President and CEO*

Burlington Parks and Rec,

I wanted to express my gratitude for your incredible maintenance of the ice skating rinks this winter, particularly the one at **Starr Farm**. I live near Starr Farm and it's an awesome resource for the neighborhood, and has seen a ton of use. We really appreciate the hard work you put in to create the perfect skating surface.

Thanks again,

Paul Quackenbush

I want to express my gratitude for the job Rob has done at the boat house over the past two summer. I've been operating Splash for over 10 years at the boat house, and Rob has been by far the best manager of the location we have ever had.

Rob has demonstrated leadership, professionalism, a willingness to work together with Splash and our staff. I have never felt more comfortable with how Rob conducts himself and his staff. Summers are a busy time for Spalsh and the Boathouse and we need to work together to be successful, Rob has been an absolute joy to work with. My customer are happy the boater are being taken care of, the boathouse has never looked better and issues are addressed immediately as they should be. We could not be happier with Rob's experience, knowledge and the personal care he has for the work he does. Thank you for bring Rob on as the manager of the boathouse we could not be more pleased.

Jenn Sinclair, *Splash at the Boathouse*

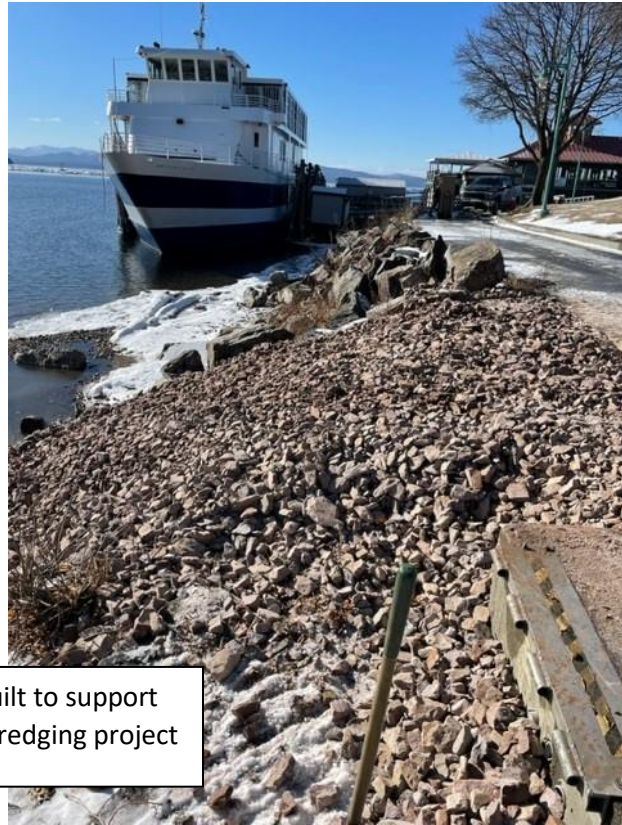
Blue sky grooming at the Starr Farm ice rink (Tom Wells, Grounds team)



More photos on the next two pages



Gravel path built to support work for the dredging project



Parks Facilities team building new picnic tables for the front of the Community Boathouse



WINTERVALE

INTERVALE CENTER

CO-HOSTED BY:

- WILSON COUNTY PARKS RECREATION WATERFRONT DEPARTMENT
- WV

SPONSORED BY:

- City Market
- patagonia
- SKIRACK

DONATIONS PROVIDED BY:

HOT COCOA
SNOWSHOEING
CHILI COOK-OFF
ARTS AND CRAFTS
WINTER RAPTOR SHOW
CROSS COUNTRY SKIING
GUIDED WILDLIFE WALKS
AND MORE!

11AM - 2PM
FEBRUARY 23, 2025

We enjoyed supporting Wintervale – and there was even snow!



Two sides of City Hall Park – a snow person bringing joy and the challenges of the Portland Loo. We will not replace the changing table.

