



City Council - Parks, Arts and Culture Committee

Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.

MEETING TO BE HELD IN PERSON AT FLETCHER FREE LIBRARY 235 COLLEGE STREET AND VIA ZOOM
When: Tuesday, August 11th at 12:00 PM Eastern Time (US and Canada)

Please click the link below to join the webinar:

<https://zoom.us/j/92356310466?pwd=8abLJY901LttNTZadYMgcgkOf1EMmN.1>

Phone one-tap:

+13017158592,,92356310466#,,,,*718010# US (Washington DC)

Join via audio:

+1 646 931 3860 US

Webinar ID: 923 5631 0466

Passcode: 718010

International numbers available: <https://zoom.us/u/acA04rJRHA>

1. Call to Order

Subject	1.1. Call to Order
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	1. Call to Order
Department	
Type	

2. Approve Agenda & Minutes

2.1. Motion to amend/adopt agenda

2.2. Motion to adopt previous meeting's minutes

Subject	2.2. Motion to adopt previous meeting's minutes
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	2. Approve Agenda & Minutes
Department	Fletcher Free Library

Type

Recommended Action

3. Public Forum

Subject	3.1. PUBLIC FORUM - Verbal Comments
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	3. Public Forum
Department	
Type	

4. Agenda

Subject	4.1. Fletcher Free's Hot Spot Strategy - Howard Center Street Outreach and In-House Security
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	4. Agenda
Department	Fletcher Free Library
Type	
Recommended Action	

Subject	4.2. I. City Processes for Outside Groups Creating and Hosting Events and Activities in our City (45 minutes)
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	4. Agenda
Department	Fletcher Free Library
Type	
Recommended Action	

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	August 11, 2026 - City Council - Parks, Arts and Culture Committee - Tuesday, August 11, 2026, 12:00 PM, Fletcher Free Library 235 College St.
Category	5. Adjournment
Department	Council and Board

Type

Recommended Action

6. Informational and Non-Discrimination Statements

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities and employment opportunities. The programs and services of the City of Burlington are accessible to people with disabilities. Individuals who require special arrangements, auxiliary aid, service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Burlington, should contact the office of the Title II Burlington ADA Coordinator at 802-865-7000 as soon as possible but no later than 48 hours before the scheduled event.

PARKS, ARTS & CULTURE COMMITTEE

Call to Order

The meeting was called to order at 12:02 PM.

Agenda Approval

The agenda was adopted unanimously.

Approval of Minutes

Members had not yet reviewed the last three sets of minutes due to posting issues. Chair will resend them. Approval postponed.

Attendance: Committee Members: Chair Councilor Allie Schachter, Councilor Carter Neubieser (Zoom), Councilor Becca McKnight (Zoom)
City Staff: Samantha McGinnis (Marketplace), Mary Danko (Fletcher Free Library), Phil Lewis (Parks, Recreation & Waterfront), Katie Greene (REIB), Guests:

Fletcher Free Library – Renovation & Capital Project Update

Director Mary Danko provided a comprehensive update:

- The project has officially moved into **design development and construction documents**, approved and funded by Friends of Fletcher Free Library.
- Estimated cost for this phase: **\$3 million**, anticipated timeline of ~9 months.
- RFQ for a **construction manager at risk** is newly posted; process will include RFQ then RFP.
- Only **interior renovation** is planned (no footprint changes) due to the historic building.
- Public input opportunities will occur later in the design phase.
- Work will address program needs, technology upgrades, electrical and deferred maintenance.
- Exterior restoration is complete (~\$2.8 million), including masonry repairs and new gutter installation; landscaping now in place.
- A **public celebration** of the exterior restoration is expected in **late September**. Councilors expressed enthusiasm and support; additional discussion focused on scope refinement due to cost escalation and overall community benefits.

Urban Reserve – Cleanup & Management Update

Phil Lewis (Parks & Recreation) shared:

- Extensive spring/summer cleanup with staff and volunteer groups, noticeable improvements in the area.

- Temporary fencing and signage installed to protect ecologically sensitive areas.
- Conservation team preparing an updated **management/restoration framework**; QR-coded signage to be added.
- Coordination with City Planning on forthcoming community outreach tied to **PlanBTV 2050**. Councilors expressed appreciation for improvements and asked about volunteer efforts, which staff confirmed have been highly beneficial.

E-Motos on Paths – Enforcement & Outreach

Phil Lewis provided a detailed update:

- E-motos (motorized devices without pedals) **are not allowed** on bike paths, parks, or multi-use trails. They are considered **motorized vehicles**, not e-bikes.
- Civil penalties exist for violations, including possible impoundment for repeat offenses (though none have been impounded yet).
- **New signage** has been placed throughout the bike path network. Some signs have been intentionally damaged or stolen; replacements underway.
- Anecdotal reports indicate **reduced e-moto presence** since signage went up.
- Cross-departmental social media and ordinance-update work is underway, including:
 - Possible pathway speed limit (15–20 mph)
 - Possible empowering non-sworn staff (Parks/DPW) to issue citations
- To report unsafe behavior:
 - **SeeClickFix** recommended for non-emergency reporting
 - **911** for immediate safety concerns

Councilors encouraged stronger enforcement and asked about proactive BPD involvement and adding reporting information to signage.

Downtown Events & Summer Programming

Staff from Marketplace, BCA, Parks, and CEDO provided a multi-department update:

- June events saw **strong attendance**: Downtown Jazz, Burlington Watches Together, Juneteenth, BTV Market.
 - Weekly and monthly summer programming includes Passeggiata, Party on the Bricks, Splash Dance, classical concerts, and BTV Market.
 - Additional highlights:
 - Spotlight Vermont 250 celebration
 - Main Street Block Party (July 17–18)
 - Festival of Fools (July 31–Aug 1)
 - Major collaborative effort across departments; interns are playing a key supporting role.
 - “Summer in the City” printed brochures are extremely popular.
- Councilors expressed appreciation and asked for links/resources to attach in Civic Clerk.

Juneteenth Recap

- Strong attendance, good weather, broad collaboration across city departments.
- Highlights included youth art contest, family activities, performances, and community dinner.
- Focus on expanding youth involvement and visibility.

Presentation:

Volunteer Music Venue – Burlington Odd Fellows

Representatives described growth of an all-ages, substance-free volunteer-run concert series:

- 70 shows hosted since May 2025; ~4,000 attendees.
 - Shows run 7–10 PM with suggested donation (\$10–\$20); **no one turned away**.
 - 80% of door proceeds go directly to artists; merch revenue entirely artist-retained.
 - Utilities and supply costs have risen significantly due to increased programming.
 - Lodge requests consideration of **financial support** and/or **city partnership**, including help with security for high-risk shows.
- Councilors expressed strong support and offered to explore funding avenues and promotional assistance.

Budget Memo Requirement – Barriers to Public Programming

Committee briefly discussed an upcoming deliverable:

- PACC must report to Council (by Sept 30) on **barriers to participation** for outside groups wishing to program downtown spaces.
- Members suggested:
 - Convening city departments involved in permitting
 - Reviewing costs, processes, and bottlenecks
 - Inviting external organizations to share experiences
 - Understanding OpenGov workflows
 - Considering fee waivers, clearer guidance, and streamlined processesFurther planning will occur for August and September meetings.

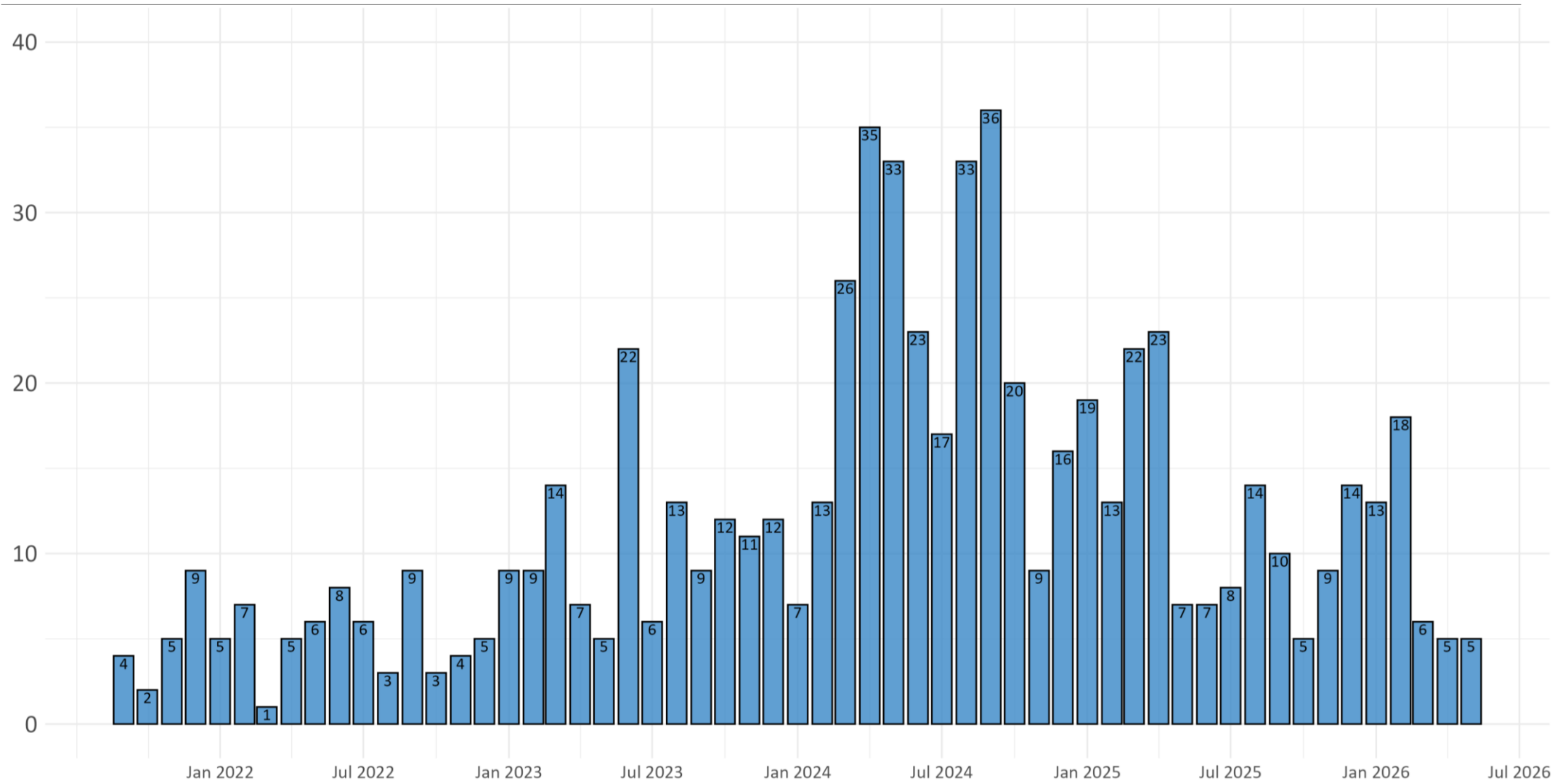
Adjournment

Meeting adjourned at 1:31 PM.

Fletcher Free Library

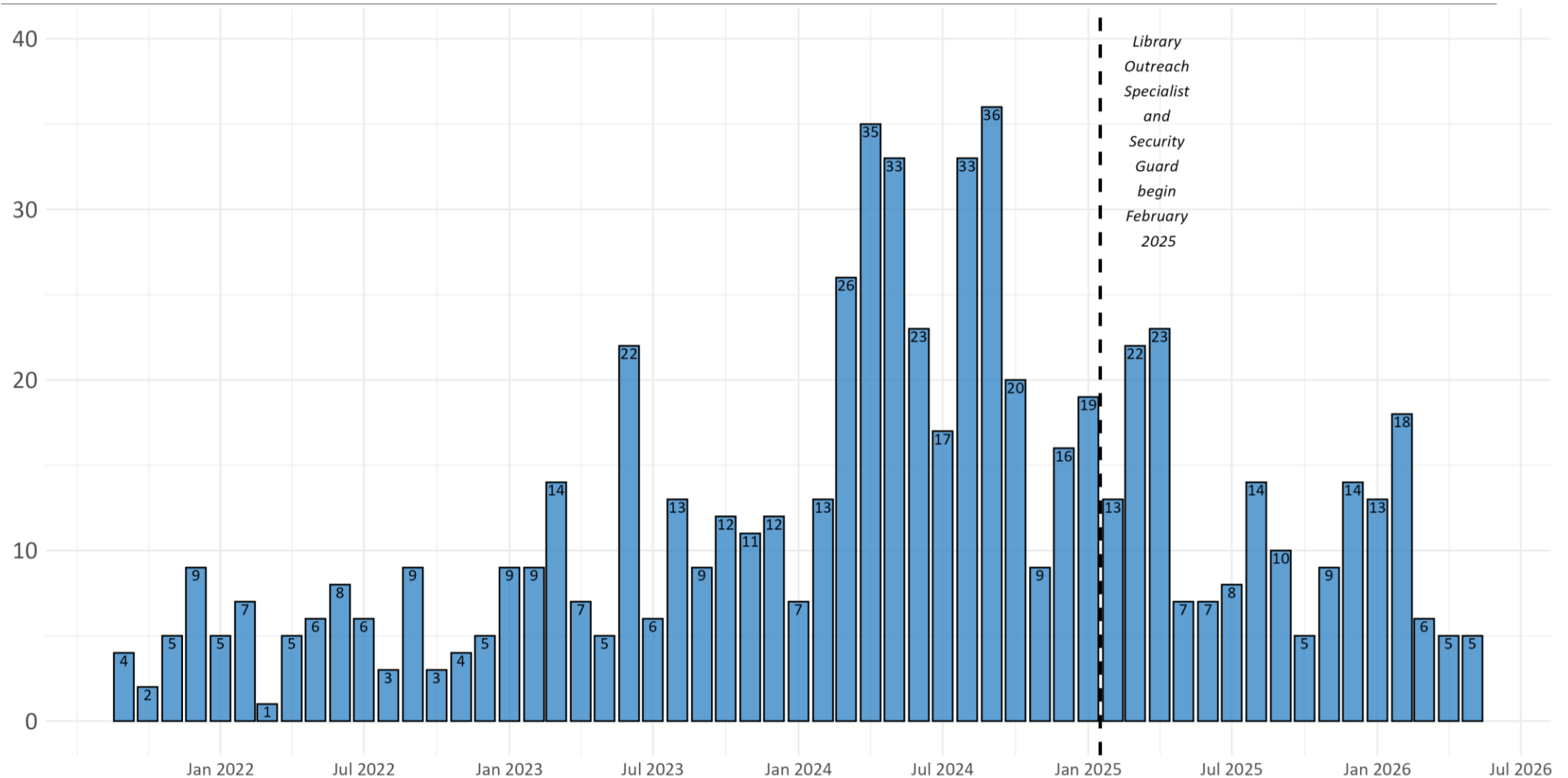
JUNE 29TH, 2026

Monthly Trespasses Issued by FFL Staff



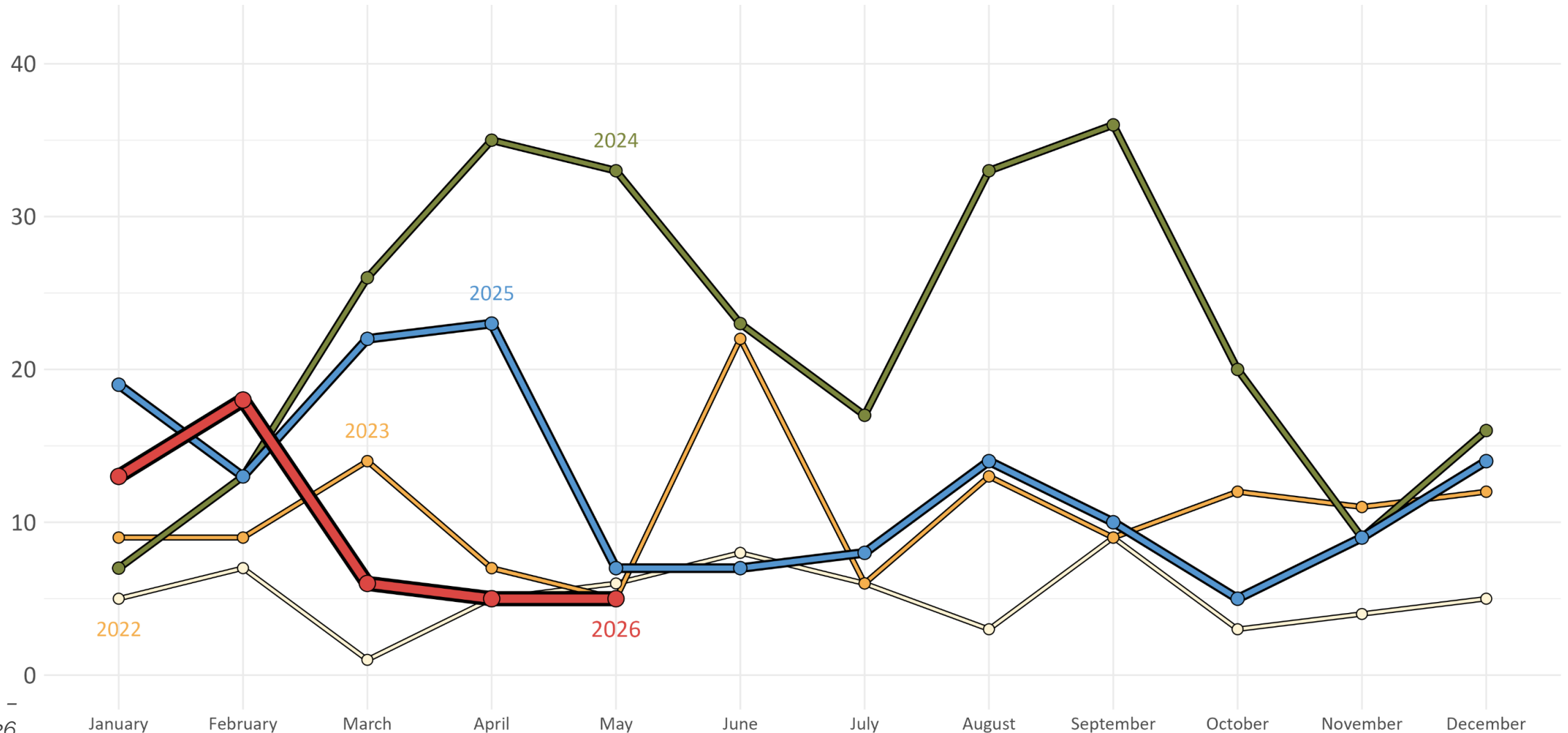
Data
9/1/2021 -
5/31/2026

Monthly Trespasses Issued by FFL Staff



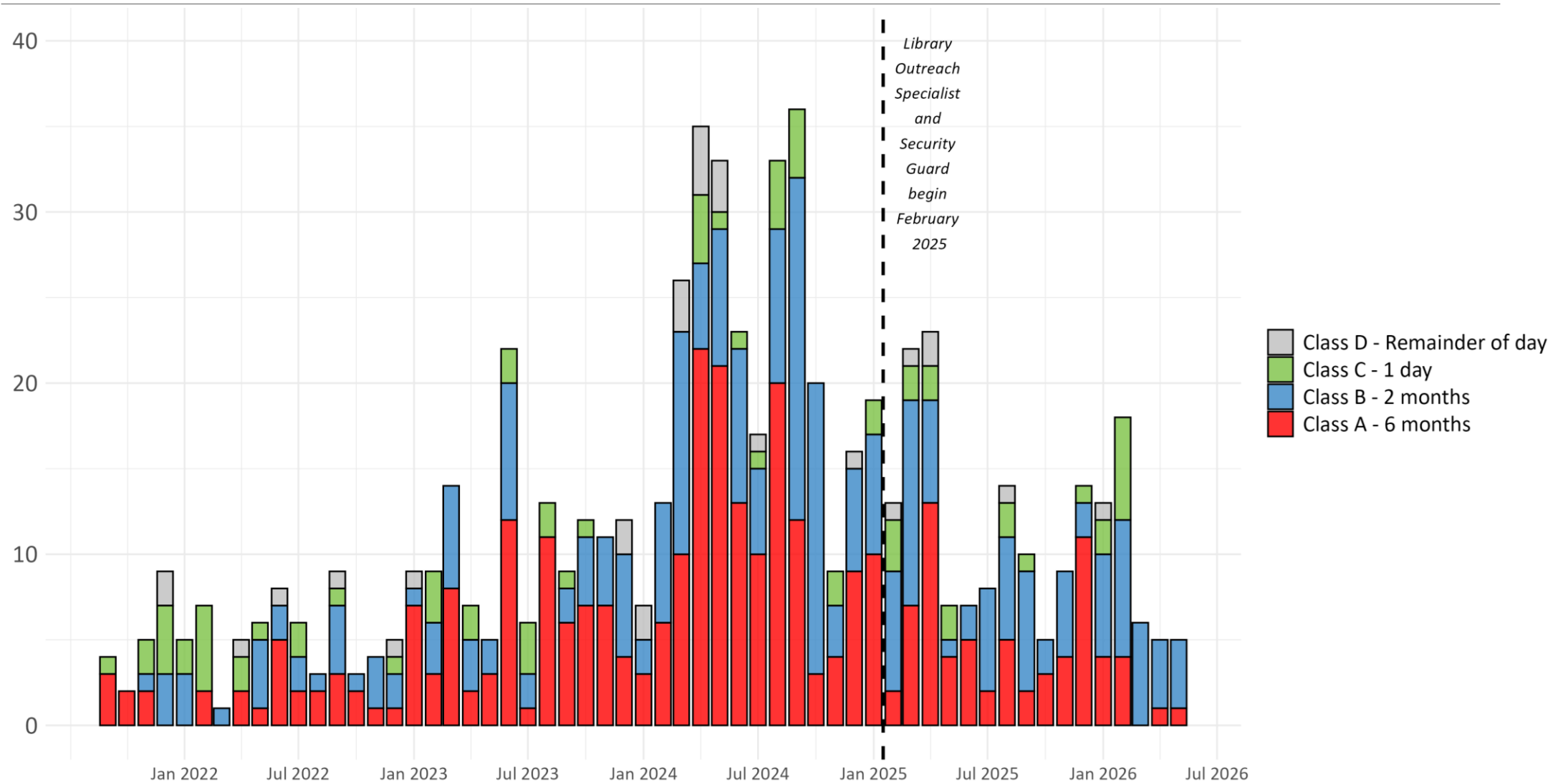
Data
9/1/2021 –
5/31/2026

Monthly Trespasses Issued by FFL Staff



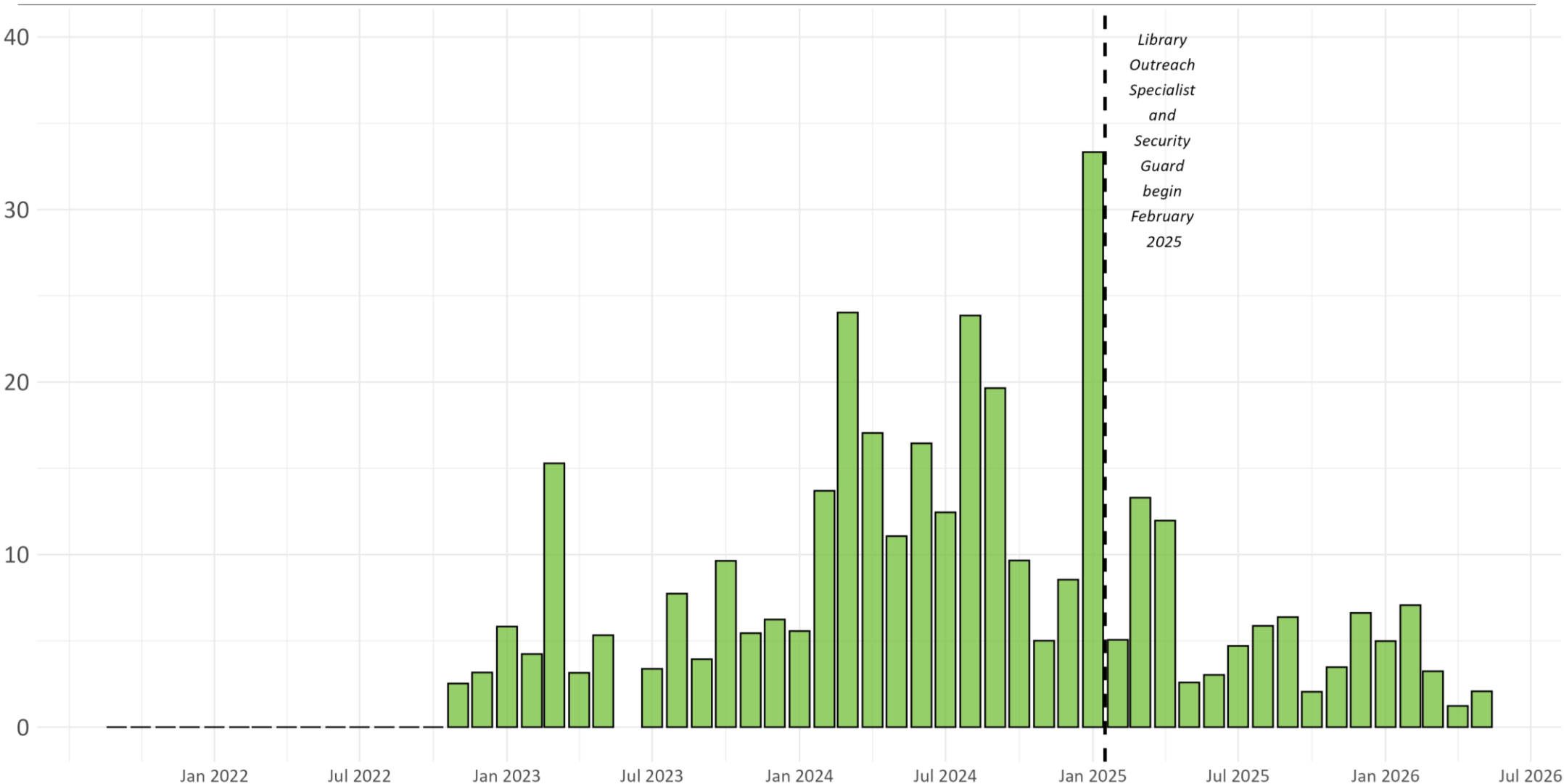
Data
1/1/2022 -
5/31/2026

Monthly Trespasses Issued by FFL Staff by Type



Data
9/1/2021 –
5/31/2026

Monthly Hours Spent on Trespasses by FFL Staff



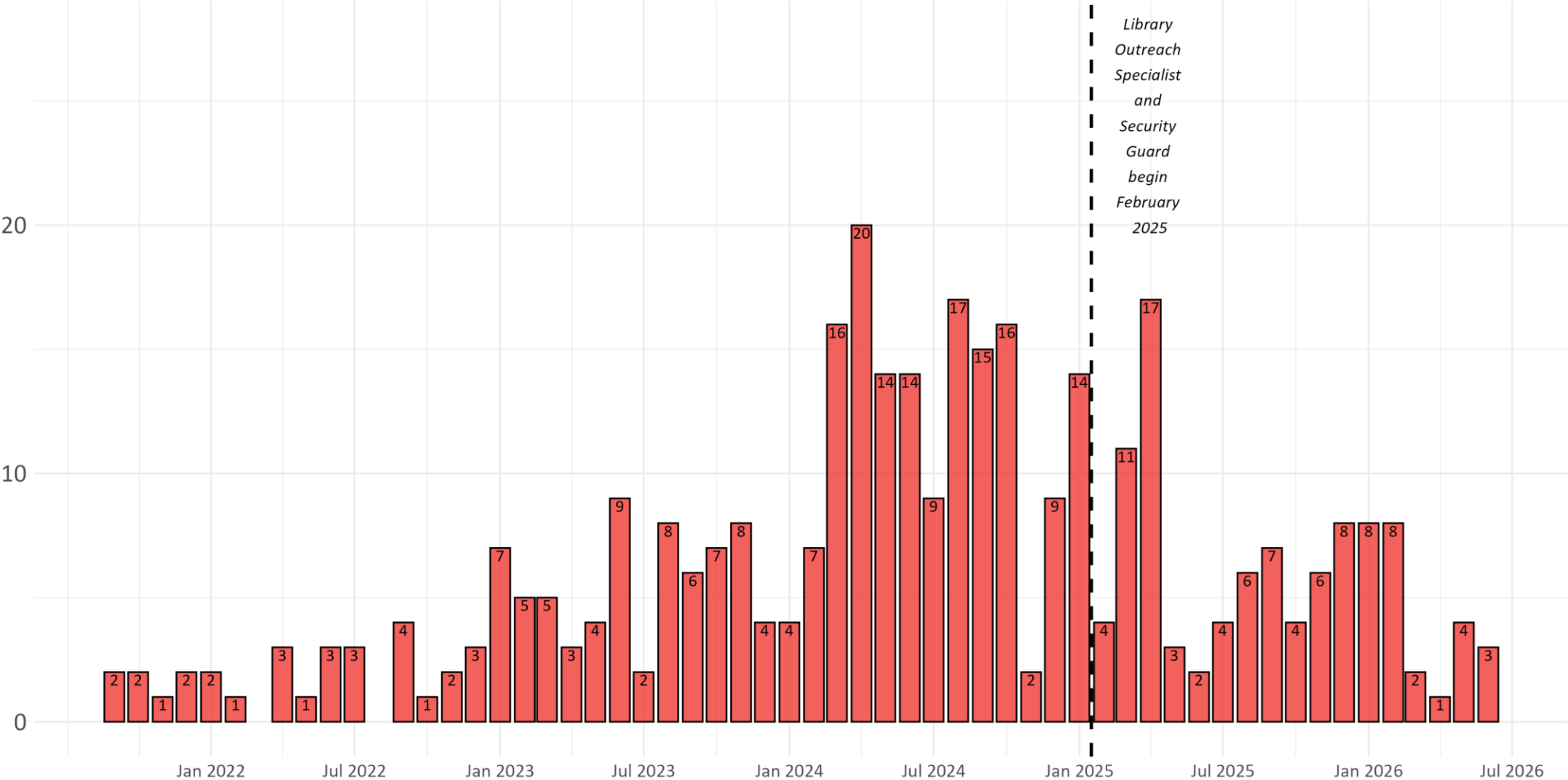
(data not collected prior to 11/2022)

Data 9/1/2021 – 5/31/2026

Monthly Trespasses involving Drug Use / Bathrooms

Trespass incidents where the narrative contains at least one of the following words:
Drug,
Drugs,
Substance,
Narcan,
Overdose,
Needle,
Bathroom,
Stall

Data
9/1/2021 –
5/31/2026



Trespass Details

Quotes from FFL Staff in reports from April & May 2026

Staff member called me to assist with this patron who was unconscious on floor in bathroom; patrons friend was also assisting him. Staff had gotten the Narcan and the friend had administered it. Staff called 911 while I assisted with first aid measures. After 3 or so minutes, Patron regained consciousness and was able to get up and exit on his own, was very apologetic. Staff and EMS cleaned the area. As patron was exiting, we informed him that he would have a 180 day trespass from the Library.

Offender was standing in stairwell outside the second floor bathroom. He was vaping in the stairwell and had full needle in his other hand. When confronted, he quickly exited the library. The trespass was verbally delivered as he was walking out.

At 6:00 I heard yelling from up by the bathrooms. When I went up to investigate, this patron was yelling that a staff member "made him shit himself" because he refused to open the bathroom door after it closed. He then proceeded to take off his pants, further spreading feces around, and yelled that he needed to change and we needed to open the door for him. He proceeded to put on new clothes, and use them to wipe himself while yelling homophobic and racist. I called police to help escort him out but cancelled them as he eventually let before they arrived.

BPD Incidents at FFL

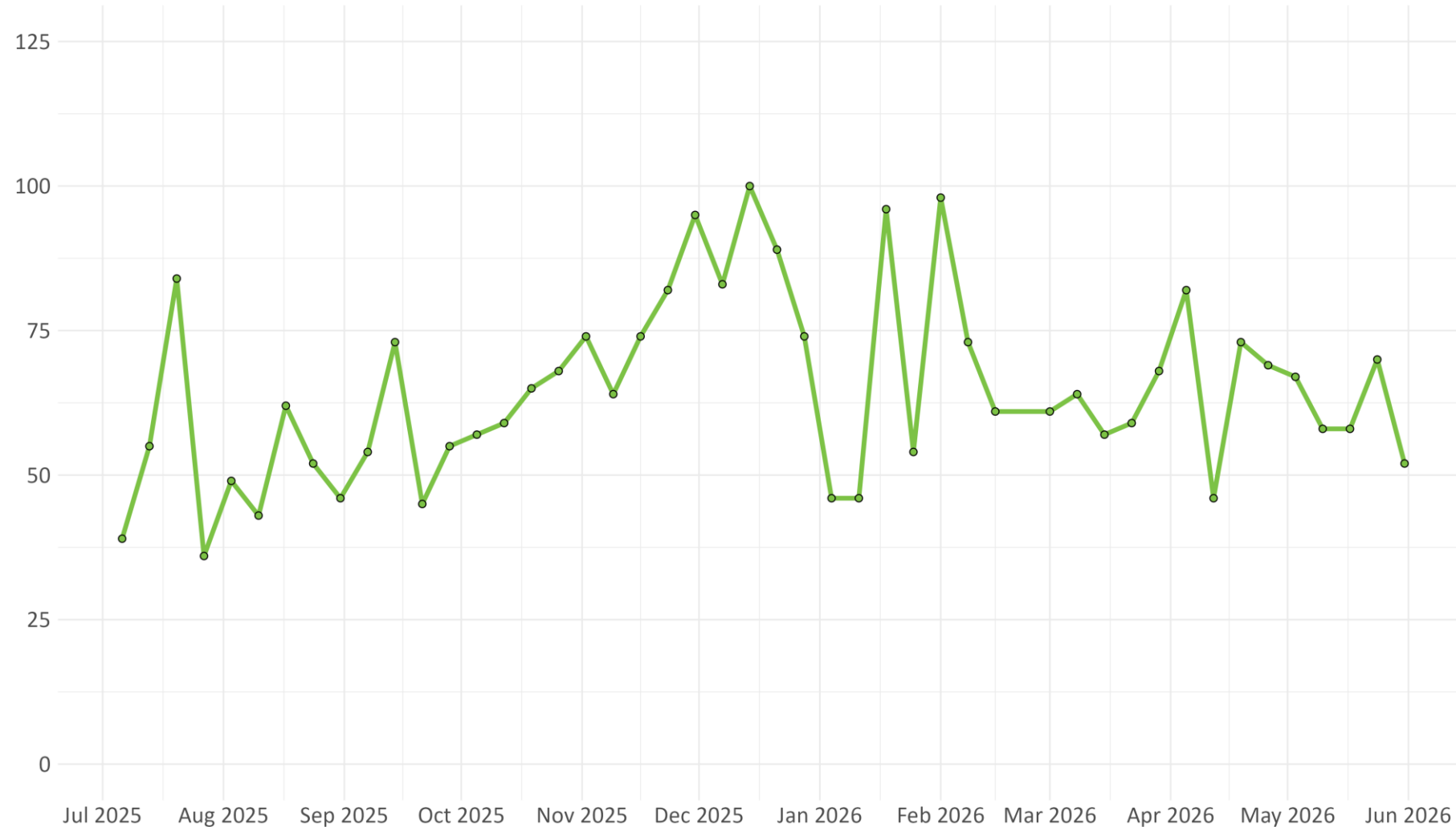


Weekly 'Casual Check Ins' Recorded by David

David has recorded **over 3,000 casual / non-scheduled check-ins** since he started tracking in July 2025.

On average, he records **65 per week.**

Data
7/8/2025 –
6/6/2026

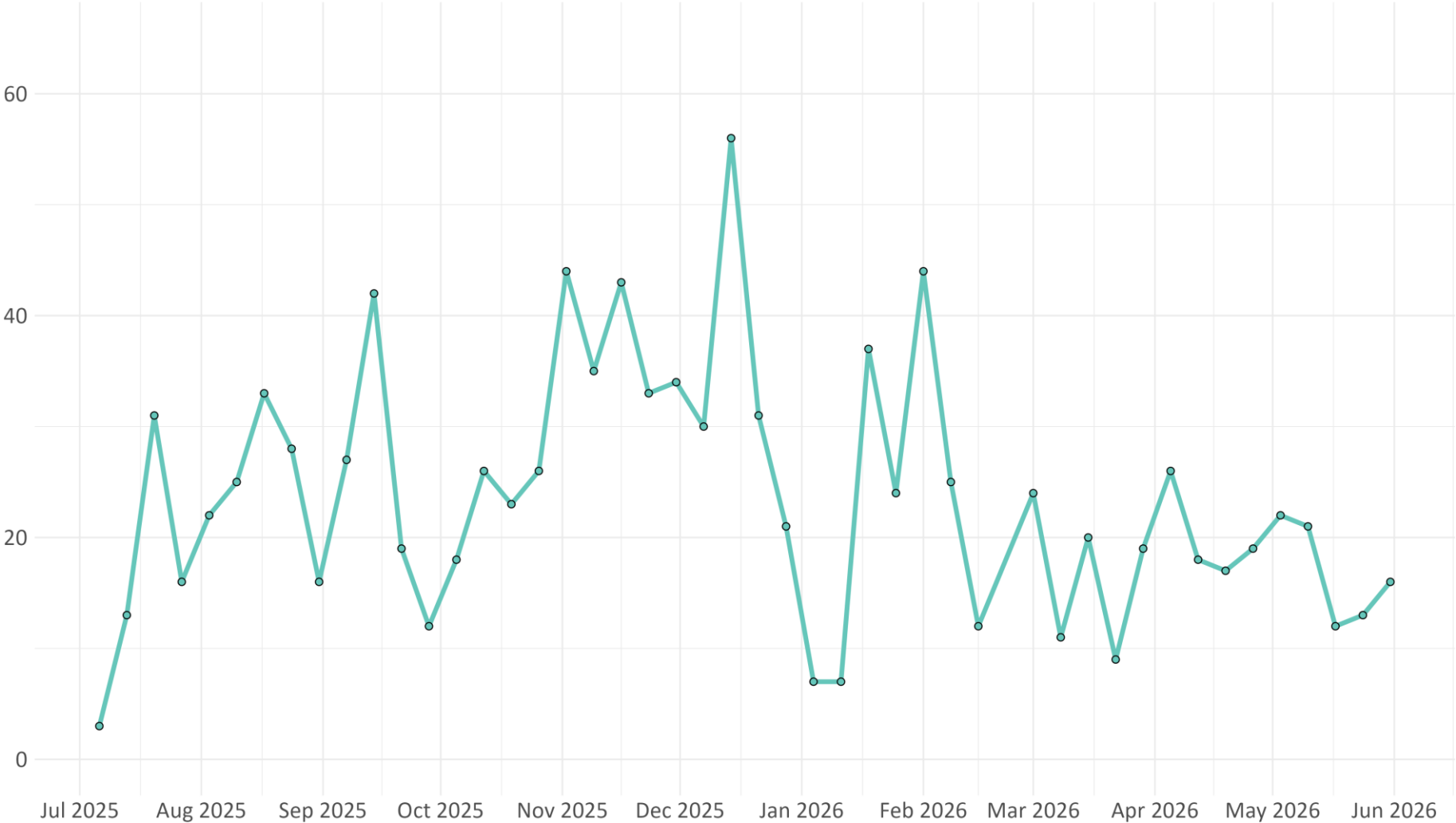


Weekly 'Preventative Trespass Conversations / Behavior Reminders' Recorded by David

David has recorded **over 1,100 preventative trespass conversations / behavior reminders** since he started tracking in July 2025.

On average, he records **24 per week.**

Data
7/8/2025 –
6/6/2026



Daily Log

Excerpts from David's Daily Log, May – June 2026

Security asks to join for unresponsive woman in stall. Am able to rouse her and then discuss services while getting her name.

Client comes by asking about a trespass, find its still in play until end of June. Facilitate charging their phone and ask about supports having just got out of rehab. Client is struggling and offer to get them signed up for the Bridge program CVOEO recently opened on Pearl St.

Client comes by to vent - get them some coffee and bus pass, they express appreciation having the space here as an outlet for them. Client from yesterday comes back to reach out to care manager again about transport back to a residence. Am able to connect and relay information to them.

Help facilitate a clinical evaluation for struggling client and then have discussion about steps going forward.

Staff come to ask to check in with individual appearing to be struggling in the back lot. Someone I had checked in on earlier in the bathroom. Offer water and ask if there's anything I can do or get for them and they decline and say they're ok.

A client comes by to ask about Housing options and direct to Burlington Housing Authority and Champlain Housing Trust to apply for Case Management. Provide with a bunch of clothes and sign them up for the Champlain Inn. Client comes in to connect with Street Outreach colleague and I reach out. Colleague comes by a short time later with BPD who reminds client of their current legal obligations. BPD leaves and colleague and I press this individual about the options available and the legal peril they face by continuing current behaviors. We make a plan for tomorrow but then client no shows.

FFL Staff Survey

August 2025

To what extent has the Outreach Specialist's presence allowed you to focus more on your primary library responsibilities?

15 of 21 respondents answered 'substantial difference'

How has the Outreach Specialist's presence affected your stress levels at work?

15 of 21 respondents answered 'substantial difference'

Have you noticed any changes in patron behavior or needs since the Outreach Specialist was embedded?

8 of 21 respondents answered 'substantial difference'

13 of 21 respondents answered 'some difference'

FFL Staff Survey

August 2025

In your opinion, what has been the most valuable impact of having an embedded Outreach Specialist at the library?

It allows me to focus more on my library work and serving patrons in my capacity as a librarian rather than trying to be a librarian and a social worker and a therapist to everyone all at once.

My day to day has improved substantially knowing that there is trained, specialized support in place for some of our most vulnerable patrons. In the past, I experienced feeling ill-equipped and unprepared to support patrons with various social needs. This created a lot of stress that was difficult to process and made completion of other library work very challenging. I believe that having an outreach specialist has improved both staff and patron experiences immensely.

Before David started, patrons would regularly come to me and ask for help finding resources such as a place to sleep for the night, a jacket, and other imperative things that I was not able to provide for them. Having David here has made the library a safer place for patrons and has made it a place where people can come and be connected with vital community resources.

It is beneficial both to patrons and library staff to have a dedicated, experienced social worker onsite to offer support and resources. There are so many complex challenges affecting community members and, while the library cannot meet all needs, this position provides an entry for individualized, nonjudgmental support and meaningful community referrals.

FFL Staff Survey

August 2025

What improvements or changes would you suggest for the Patron Outreach Specialist position going forward?

Hiring a second social worker for Sundays and Mondays.

More hours. Here daily.

The outreach specialist position could be improved by having an outreach specialist available during all or more open hours.

Ideally, it would be great to have patron outreach specialists available on both weekend days and both late evenings the library is open-if future funding allows, having two or more social workers on staff to cover all shifts would be ideal.