



PARKS & RECREATION AND HARBOR COMMISSION

**December 14, 2021, 5:30PM
645 Pine Street, Front Conference Room**

ZOOM LINK

**<https://us02web.zoom.us/j/85898189090>
301 715 8592
Webinar ID: 858 9818 9090**

PARKS COMMISSION AGENDA

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of November 9, 2021 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
- III. Information Item: (30 min.) Encampments in Parks, Deryk Roach, Parks Maintenance and Operations Superintendent, BPRW and Lacey-Ann Smith, Community Support Supervisor, BPD (attachment)
- IV. Public Forum: (Time Certain 6:00PM)
- V. Action Item: (30 min.) Penny for Parks Community Requests, Sophie Sauve, Parks Comprehensive Planner, BPRW (attachment)
- VI. STANDING ITEMS:
 - A. Report from Commission on Volunteer Hours (verbal)
- VII. Director's Items
- VIII. Commissioner's Items
- IX. Adjournment

HARBOR COMMISSION AGENDA

- X. Approval of Agenda
- XI. Action Item: (15 min.) Waterfront Fees, Cindi Wight, Director, BPRW (attachment)
- XII. Adjournment

Agenda available in alternative media forms for people with disabilities. For disability access information, call (802) 864-0123



**PARKS & RECREATION COMMISSION
Minutes
November 9, 2021
Parks and Recreation Commission**

Commission Present: Traverse, Hurley, Duke, Lantieri and Farrell

Staff Present: Wight and Putzier

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

Approval of Agenda

Motion to approve the agenda by Farrell, second by Duke, motion carried.

Approval of Consent Agenda

Traverse asked to waive the reading of the consent agenda and motions into the record for approval.

Approval of consent agenda by Duke, second by Lantieri, motion carried.

Parks Funding Sources

Traverse introduced Katherine Schad, CAO, from Clerk Treasurer office, budget presentation began via PowerPoint slideshow. Schad stated she would be explaining the Parks revenue big picture and what makes up the tax rate, impact fees and would end the presentation with answering questions.

Schad explained the different types of designated monies and where they come from specifically and how they are arrived at. Some are from the General City Tax, such as the Bike Path, the Tree & Greenbelt, which is portion of the Street Tax, Parks Property and Expenses, and then dedicated taxes, which include Penny for Parks, Open Space Land Conservation and lastly Impact Fees.

Began explaining the grand list and the different rates that make up the total overall for the City. Highlighted the five that were specific to Parks and Rec department.

- Bike Path Maintenance, passed 11/2012, used for maintenance and improvement of bike path, revenue neutral rate, portion of the general city tax rate-increased tax rate by a half cent

- Tree & Greenbelt, passed 2012, a half cent dedicated portion of the streets capital tax to pay for care and maintenance

Rates capped by voters

- parks property and expenses, in charter sec. 67 of charter, rates capped by voters, City Council shall annually appropriate a reasonable amount of money, not less than two cents on each dollar, provide necessary funds for the care and improvement of park property and for the City Recreational program, and meeting any expenses of the Park and Recreation Department, looking at FY22 general fund budget

- Penny for Parks, additional tax beyond the parks property and expenses tax, rates capped by voters, City Council shall annually assess upon the property grand list.



-Open Space Land Conservation, aka LCLF, an additional tax established 11/2004 per City Council resolution, rates capped by voters, for purchase and protection of important natural areas and open space.

-Impact Fees-a bonus not budgeted on the tax rate sheet, adopted 1992, charged against new development to help offset costs of new infrastructure required by City growth, used for capital improvements. To accommodate the demands created by new growth.

Farrell asked about one of the taxes being no less than 2 cents per dollar and Schad explained have discovered that designation of parks property and expenses is essentially everything to provide , understands is less than 2 cents of what charging residents but the inflow of 1.5 mil. is much higher than the \$900,000 generated by the 1.7, actually investment is much closer to the 1.5 mil., which would exceed the 2 cent threshold.

Wight asked to be reminded of the revenue neutral rate for trees and what it means and was told these rates under revenue neutral change when a reappraisal happens, rates that are set automatically over which no discretion, some have floors but some also have ceilings. Wight said bike path was set to be a certain amount but because neutral was less.

Duke asked the funding restrictions for each of the categories, stated that some are designated and some are general and was told yes. Asked what percentage of the total budget was and Wight said about \$8 Mil. Schad said she took central facilities out of the slide presentation. Duke asked how much of the \$8 mil user revenue is and was told about \$4 an \$2 of that is from the Waterfront division, Campground and Marina. Park side is very small in what they bring in and Recreation brings in some. Wight added really pushing for future revenues to be invested in the spaces that are creating the majority of revenues to maintain them for longevity of the facilities.

Traverse asked about the bond and if it failed what would the department do in that case and the impact to the department, Wight unsure what would happen at this time but for interim still using PFP funding monies and working on projects, still have several smaller projects but not the bigger projects that need work and completion. Master plan was citizen driven and set aside \$40,000, when at the point to get full cent. Waterfront Shelter was citizen driven and got on the list and is in five-year plan.

Wight said impact fees \$150,000 for budgeting purposes and got \$20,000, but in the past it has varied from year to year, higher to lower.

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:09 pm

Philip Pezeshki, Killarney Drive, apologized for not responding to Wight in the past, was here to follow-up on the tentative proposed sale of the Elks Club property that might come to the City. Traverse deferred to Wight and She stated that they had spoken about it in executive session and that the Elks had a vote at their lodge and voted to have positive outlook for the City to own that part of the property, and likely will still happen for the west side of the property from the bike path. Pezeshki asked if the City had any plans for the use of the property and Wight said had a master plan but had not shown anything as it was not City property but indication would be to have some public access to property and accessibility, a meadow trail possibly but basically keeping as it is. Pezeshki said that is in line with what he and some other neighbors would like to have happen with the land. He explained he had mowed this



fall to keep in check, currently interest is in keeping it a meadow or planting butterfly attraction. Wight said the only improvements would be a kiosk and open meadow. Pezeshki said another reason for mowing was to keep the bittersweet and maples from growing out of control.

Pezeshki also asked if Wight could speak about any plans for the beach and Wight said that if the City did not own they would seek an MOU for educational access, that is just off the cuff, no major interest in gaining additional work and maintenance.

Seeing nobody from the public, Public Forum was closed at 6:19 pm

E-devices on Greenway and Greenway Speed Limits

Wight stated in 2018 and 2019 had meetings and spoke about the use of ebikes and the use on the greenway, which is a moot point now. It was determined at that meeting that the concern was more about speed than what they were on, and spoke of a speed of 15, shared use bikes currently located there are set at 10 mph max speed. Felt it was time to wrap this item up and get signage done and etiquette being an important piece of the process.

Traverse asked what the commission's role would be in terms of establishing a speed limit and if it would need to go before the City Council or would it be from the Commission. Wight said it would start with Commission and then go to City Council by resolution. If suggested speed it would be more guidance than a rule. Wight said used to be such strong commissions and thought it may have come from commissions initially, not sure. Wight was looking for commission feedback to discuss and what people think about a speed limit on the bikepath and secondly e-devices, and in the past it was not the device but rather the speed of the device. Personally uses the path and was not looking for a ban on scooters or others as she had never seen any high speeds.

Farrell felt thinking back he recalled leaning toward guidance and asked for clarification and Hurley said yes, also remembered the desire for more suggestive signage, as enforcement is virtually impossible.

Wight said had brought in a 20 mph one at one point but never finished and said in the end never did. Hurley said very interested in hearing what Local Motion had to say as they were very knowledgeable on the topic.

Jonathon Weber, Local Motion stated he recalled the past discussion that there are times and places that it is appropriate and safe to go more than 15 mph and would be unfortunate to impose based on a few disregarding rules and etiquette, also feels would be impossible to enforce, most bikes don't have speedometers, feels some real issues with having a speed limit. Etiquette is the way to go and happy to help in any way with signage and education and other organizations would be happy to help as well.

Hurley asked if something came up to revisit or was it because need to do signage, what was the reason addressing currently. Wight said mainly had done nothing and need to get something up on the path, etiquette, keep to the right, something. Weber stated he had provided a link to some signage used in other places.

Duke stated most of the time 20 is completely appropriate, when safety issue it is mainly etiquette and not speed. E-bikes that are currently on the path are maxed for 20 and can't go over that.



Lantieri agreed that signs are necessary and need to be very obvious for all and focused on the downtown area of the path, that are not common riders and don't ride as much and are not as acclimated to how the traffic and bikes all intermingle.

Traverse as a frequent user of the path agrees with others comments and would like to see signage and not hearing any need for a speed limit along the path, certain areas where etiquette signs could be more effective than others but as reopen can reengage more.

Park Field Fees

Wight showed a number of fees that need to be approved at different levels of approval. Showed the area and what type of approvals were needed. Starting with some of the easier fee updates that require commission approvals, doing fields tonight, will then move to the Arena fees and then to the Harbor fees that require Council approval and others.

Park field fees; City Hall, Battery Park, Water, recommend field use fees mainly for events would like to not increase the rate, just want back in the parks. Looking at new rates, Waterworks Park is new, FRAME and looking for general park permit fees, based on number of people and impact would increase the fee, Outdoor park permit fee, based on number of people \$100 annual fee, if over 20 refer to general park permits standards, not changing general waterfront park rental rate fees.

Hurley asked if all fees were approved if that would create a lot more revenue or is it a wash, would it be that impactful and Wight said will see more revenue under park permits, outdoor classes not sure but some revenue. It is not the amount of work, already doing so not a lot more work, just need to get a handle on what is out there.

Traverse asked about the fees for use of the bikepath and was told that is for walk/run events and when renting shelter using the bikepath also for the event. Hurley would like to see more on a case by case basis for smaller events that don't make or raise much to not exceed 10% of funds or something along those lines and Lantieri agreed with doing some type of equity consideration as well.

Duke said overall the prices were great and some flexibility to apply for a different rate, but also access where could charge more and would be totally appropriate. Wight said considered doing different rates for prime times and higher demand dates, also stated when you are over 100 people for the bikepath, if doing a small walk with 20 or smaller group would not be the type of group this would focus on but more the groups that are raising thousands of dollars with lots of people.

Traverse was concerned with the 20-plus people you need to have a permit, did not know that was needed and felt that was a low number, was concerned that the fee is penalizing the honest.

Farrell would like to have more data about the number of individuals that get a permit for 20-39 people.

Farrell made a motion to approve field use fees, second by Hurley, motion carried.

Lantieri would like to consider a waiver for some that the financial piece may be a barrier to and would like to see some considerations.

Standing Item: Report from Commission on Volunteer Hours



Hurley had 1 additional hour responding to emails and park opening, Traverse had 2 additional hours, park opening and meeting with Wight.

Director's Items

Wight mentioned BOF/CICO approved \$250,000 improvements to Kieslich Park, the good housekeeping seal of approval acknowledged \$5,000 to leverage, also thanked folks for covering shifts for Champlain Park, Sr. Holiday Dinner might be looking for volunteers, Urban Park Rangers going to BOF for approval soon, youth programs clarified masking for all indoor programming, masks required, Pomerleau Holiday event is typically all non-profits from town 300+ at the Hilton and feel it might not be the time yet to have all together and might do a flow through, trying to find different things to add and be able to do and asked for solicitation of ideas from all.

Wight asked Duke if she could look at Leddy and give some ideas about concession area, interesting space and what could it be used for and asked to just take a look at the space. Duke agreed to and was very interested.

Lantieri was curious as to what the pay would be for the Events Planner, Wight said it is currently union position, grade 15, trying to get to a 17 and needs to go to BOF, \$50-60,000 currently, if non-union and a grade 17 it would be \$56,000-\$67,000 annually.

Commissioner's Items

Traverse said connected with Madalinski on the Champlain Park and how to be of further service to the department going forward.

Adjournment

Motion to adjourn at 7:22 p.m. by Traverse.

CITY OF BURLINGTON

SHELTERING ON PUBLIC LANDS: OUTREACH AND REMOVAL POLICY AND PROCEDURES

Section I – Purpose:

The City of Burlington is committed to supporting and maintaining a safe public environment for all residents and visitors of Burlington, both those who live in hard-wall-shelters and those who do not. To those ends, the City will take steps to ensure that individuals without hard-wall-shelters are provided with information on available resources and are given the assistance necessary to go through the Coordinated Entry process. The City also has an affirmative commitment to support the dignity of all people, including those without hard-wall shelters.

The City will try to ensure that individuals are not permitted to camp or set up residences in areas where camping is prohibited under Burlington’s Code of Ordinances or that are otherwise permanently posted, such as in the Urban Reserve. However, generally, an encampment that is on public property and not in a prohibited area and that does not present exigent circumstances will only be noticed for removal if certain criteria are met and outreach efforts are made consistent with the following policy and procedures.

Section II – Procedures for Areas Where Camping is Specifically Prohibited:

1. If the City learns of or receives a report of an active encampment on public property in a part of the City where camping is specifically prohibited through Burlington’s Code of Ordinances or permanent posting, the Community Affairs Liaison (for purposes of this policy, the term “Community Affairs Liaison” means the Community Affairs Liaison, their designee, or any City employee with appropriate training), and usually a uniformed police officer, shall attempt to make outreach to the encampment to provide information on available resources and written notice that camping in that area is prohibited and that if they continue camping in the specifically prohibited area beyond a specified date they may face ticketing, no trespass orders, other legal action, and removal of any remaining items not found to be refuse or hazardous.
2. The notice shall also briefly state the agency responsible for the clean-up, that remaining items will be stored for at least thirty days and if unclaimed within that time will be disposed of, the location and address where the collected items will be stored and how and when they may be reclaimed, and the Community Affairs Liaison’s contact information. The notice shall also provide contact information for local social service organizations serving unsheltered residents, the Coordinated Entry Screening Form with instructions, and information on other available community resources.
3. The Community Affairs Liaison shall ensure that each camping individual has been referred via receipt of the CCHA Coordinated Entry Screening Form or begun the Coordinated Entry process, including the completion of the Coordinated Entry assessment.
4. If there is no individual at the site with whom to speak, the Community Affairs Liaison shall post or securely place the written notice as described above in #1 on or near any items. If

possible, the notice should be provided to campers in person. The Community Affairs Liaison will take and file photographs demonstrating where and when the notices were posted.

5. If the campers have not left or removed their property by the date/time specified, they may be ticketed if they have violated an ordinance, and/or they may receive a notice of trespass if one is warranted. The City will dispose of any trash and remove any property left at the site. City staff will ensure the Community Affairs Liaison has attempted outreach and notice before enforcing the no-camping rules in these areas.

Section III – Procedures for Areas Where Camping is not Specifically Prohibited:

Sub-Section A – Outreach:

1. If the City learns of or receives a report of an active encampment in a part of the City where camping is not specifically prohibited, the Community Affairs Liaison, or designee, shall attempt to make outreach to the encampment to provide contact information for the Community Affairs Liaison, contact information for local social service organizations serving unsheltered residents, the Coordinated Entry Screening Form with instructions, and information on other available resources. . Generally, an appropriate City employee shall accompany the Community Affairs Liaison on this initial outreach attempt, and the use of a uniformed police officer should be limited.
2. If people are present during this initial outreach attempt, then appropriate social services agencies should be called and, if possible, immediately come to the encampment to provide additional information on available resources. The Community Affairs Liaison shall make sure that each camping individual has been referred via receipt of the CCHA Coordinated Entry Screening Form or begun the Coordinated Entry process, including the completion of the Coordinated Entry assessment
3. The Community Affairs Liaison should note where the encampment is located.
4. If no one is present during this initial outreach, then the Community Affairs Liaison should leave the Community Affairs Liaison's contact information, contact information for local social service organizations serving unsheltered residents, the Coordinated Entry Screening Form with instructions, information about other available resources, and make additional outreach attempts as necessary. If people are present during a subsequent outreach attempt, then appropriate social services agencies should be called and, where possible, immediately come to the encampment to provide additional information on what resources are available.
5. The BPD, Community and Economic Development Office (CEDO) and appropriate social services agencies will make every effort to consult and make sure all appropriate social service organizations have been contacted, social service providers have visited the encampment to assist where possible, the individual(s) have been referred via receipt of the Coordinated Entry Screening Form or begun the Coordinated Entry process, including the completion of the Coordinated Entry assessment, and efforts have been made to implement the City's Housing First Policy. The process described in Sub-Section A will happen whether or not the City believes that removal may be necessary.

Sub-Section B – Removal Criteria and Procedures:

1. If a City department determines that there is a reason to remove the items of individuals camping on public land based on one of the following criteria, that department should contact the City Attorney's Office for an initial review. The criteria that serve as a basis for removal are as follows:
 - a. Risks to health or safety related to living conditions;
 - b. Risks to the site's ecology;
 - c. The nature, quantity, and location of any structures on the site, as structures generally will be removed from public property, although temporary tents or lean-tos that are kept in good condition may not require removal;
 - d. The amount or nature of possessions or materials on the site, such as trash, furniture, or large numbers of bags, may warrant removal;
 - e. Interference with the ability of others to use the property;
 - f. Inconsistency with the intended public use of the site;
 - g. Repeated or serious legal or criminal violations at the site; and
 - h. Other severe or pervasive issues that may warrant removal.
2. The City Attorney's Office will first identify the property owner. If the encampment is not on City property, then the BPD should contact the property owner and provide assistance as needed. If the City Attorney's Office determines that the encampment is on City property, then the involved City department shall write a brief narrative describing the situation and reason(s) for removal in conjunction with other relevant City departments and the City Attorney's Office. If appropriate, the City department(s) should collect and preserve photographic documentation necessary to support the determination of need for removal.
3. If the City Attorney advises that the items may be removed under the circumstances and in accordance with this policy, and the removal is not an emergency, the Community Affairs Liaison shall provide or post an initial notice at the site notifying the campers that the City is considering removing their items from the site and the reasons therefor, that the decision will be made within the next three workdays, and that they should contact the Community Affairs Liaison with any questions about or objections to the removal. The initial notice shall advise the campers of the reasons for the potential removal, with at least a sentence describing the reasons for the removal with reasonable particularity. Before that notice is posted, the department requesting removal will ensure that the Mayor's Office has received a copy of the narrative justifying removal and the initial notice and will notify any other City department that may be affected by the potential removal. The Community Affairs Liaison will communicate with the Mayor's Office if any questions or objections are received within the three-workday initial posting period.
4. If no objection is received within the three work days, or the Mayor determines that removal is warranted despite an objection, the Mayor shall make a determination, based on the narrative requesting removal and advice from the City Attorney, BPD, and other departments, whether to proceed with removal, and the Mayor's Office shall notify the requesting department of the Mayor's decision.

5. Once the Mayor decides that an encampment can be removed from City property, the Community Affairs Liaison shall provide the encampment with a written notice to remove property by a specified date/time that explains that the City will remove any property remaining in the area on that specific date/time. The specified date/time shall, absent exigent circumstances or emergency, allow people a reasonable time to move, at least seven calendar days. The notice shall also briefly state the reasons for the removal, the agency responsible for the clean-up, that remaining items will be stored for at least thirty days and if unclaimed within that time will be disposed of, the location and address where the collected items will be stored and how they may be reclaimed, the hours and days of the week when items may be reclaimed, and the Community Affairs Liaison's contact information. The notice will be posted or securely placed on or near any campsite or items. If possible, the notice should be provided to campers in person. The Community Affairs Liaison will take photographs demonstrating where and when the notices were posted.
6. If the following steps have not been taken prior to posting of the notice, the BPD and CEDO shall solicit assistance from social service organizations to seek voluntary movement from those camping on the site prior to the date/time for removal. This assistance should include:
 - a. Sending the Community Affairs Liaison (or designee) and appropriate social services agencies to engage with the campers.
 - b. Confirming that relevant social service organizations are aware and engaged, and that opportunities for housing are offered if available. Ensuring that social services workers are available to work with campers to remove and, if possible, transport their items.
7. Before posting the notice, DPW and/or Parks shall confirm that there will be sufficient personnel and equipment necessary for the removal on the date/time included in the notice.

Sub-Section C. Emergencies or Exigent Circumstances

1. If a requesting department seeks immediate removal because of an emergency or exigent circumstances, the City Attorney's Office shall be consulted and shall advise whether the circumstances can warrant consideration of an emergency or exigent removal. Circumstances that may warrant emergency or exigent removal include, but are not limited to, any immediate health, safety, or ecological concern where significant harm has occurred or is likely to occur if the items are not removed immediately, or a current situation where the encampment is inhibiting the construction of a permitted project,
2. In an emergency or exigent circumstances, attempts should be made to receive direction from the Mayor's Office ahead of time, but if Mayor's Office direction cannot be received, the property may be moved to another location and trash, hazardous material, and unusable items may be discarded. Notice of the move shall be posted at the location for at least seven days after the move. If taken into storage, the notice of removal shall briefly state the reasons for the removal, the agency responsible for the clean-up, that remaining items will be stored for at least thirty days and if unclaimed within that time will be disposed of, the location and address where the collected items will be stored and how and when they may be reclaimed, and the Community Affairs Liaison's contact information. The notice will be posted or securely placed on or near any campsite or items. If posting of a notice before

removal is not possible, a post-removal notice with the information above shall be posted at the location for at least seven days after the removal.

Section IV – Removed Property

1. When the City removes an encampment, it will discard any item that reasonably appears, to the City employees conducting the removal, to be trash, presents a health or safety hazard, or will become a hazard during storage (for example, wet bedding materials).
2. Items that are not trash or hazardous will be tagged with the date, location of the removal, and any other available information related to the item owner. Such items include but are not limited to: radios, audio and video equipment, phones, bed rolls, tents, sleeping bags, tarps, canvas, mats, blankets, pillows, medication, personal papers, photographs, books, backpacks or other storage containers, clothing, towels, shoes, toiletries, clocks, bicycles, and eye glasses.
3. City employees may consolidate those items at the site for pick-up by the owner according to prior arrangement or will move them to a storage location for a period of thirty (30) days. Items not claimed within 30 days will be discarded.
4. The City will maintain a log or photos of removed items, catalogued by tag number, date, and location of removal.

Section V – Recovery of Stored Property:

1. People inquiring about lost, removed, or collected items should be referred to the Community Affairs Liaison.
2. The Community Affairs Liaison will work with people seeking to recover their items from City storage to arrange for delivery or pickup within a reasonable amount of time. If the person expresses an emergent health or safety need to recover their items, the Community Affairs Liaison will facilitate the recovery of their items as soon as possible.
3. To recover property, the person must describe the items with particularity. No identification is required to recover items, but a record of removed items will indicate who recovered the items.

Section VI - Limitations of Policy:

This policy is intended to address encampments where individuals without hard-wall-shelters are or recently have been living or sleeping. If a City employee discovers items on public property and there is no evidence that a person without hard-wall-shelter is currently or recently has been living or sleeping at that location, this policy shall not apply. Similarly, this policy does not address City policies on related topics such as trespasses on public land or regular removal of trash from public parks consistent with this policy.

Penny for Park Community Requests – FY2022

Project Ranking Summary

Total budgeted: \$40,000

Total approved: \$37,000

Remaining: \$3,000

Recommendation for remaining funds: Hold until all projects below are completed as a contingency. If any funds remain after completion, add the funds to the emergent reserves line, which supports work in all parks.

Following are short descriptions of each project request with staff notes and recommendations for FY22's qualifying Penny for Parks (PFP) project requests in their ranked order. Full PFP Request applications are attached as an appendix to this report.

1) Roosevelt Park: Fix the Tennis Courts

Application Summary: Requester noted the “great looking” rehabilitated courts at Leddy Park and requested improving the tennis courts at Roosevelt Park.

Estimated Project cost: \$10,000

Staff Notes: The tennis courts at Roosevelt have developed quite a few cracks and patches and the paint has become faded over time. Best maintenance practices for asphalt courts requires resurfacing the courts every 5 years, which aligns with BPRW records for the last time the tennis courts at Roosevelt were resurfaced.

Recommendation: Allocate funding and aim to resurface the courts between the Spring and Fall of 2022 as contractor availability allows.

2) Pomeroy Park: Replace the Tot-Lot

Application Summary: Five project requests were received to replace the recently removed Tot-Lot in Pomeroy Park's playground area. One requester circulated a petition requesting that BPRW allocate funds toward replacing the structure in the summer of 2022, garnering 38 signatures.

Estimated Project cost: Estimate of \$20-25,000 to cover the cost of playground equipment, wood chip surfacing, and any ancillary work needed regarding the nearby fencing, pathways, and landscaping.

Staff Notes: Staff initially examined the Tot-Lot at Pomeroy after a SeeClickFix request noted shards of rust protruding from the structure's platforms, creating a serious safety concern for small children that would use the equipment. Unfortunately, the structure had to be removed due to the unavailability of replacement parts.

In addition to the replacement of the Tot-Lot, the PFP project requests include a mixture of concerns regarding a long-standing issue at Pomeroy with the fence and hedge that block sightlines into the playground area and allow community members to use the playground as a dog park. While staff will

prioritize the Tot-Lot replacement, this is an opportunity to address these concerns and plan to address the fencing and landscaping.

Recommendation: Allocate funding and aim to have the playground replaced between the Spring and Fall of 2022 as contractor and material availability allows, once staff have had a chance to vet the larger issues.

3) Greenway: Bike path Safety Education/Signage

Application Summary: The requester notes the value of the Greenway as a resource for our community, but that they often feel distressed by the speeds and lack of signaling from cyclists. They request signage and an educational campaign around etiquette for users of the Greenway.

Estimated Project cost: <\$3000

Staff Notes: This request is timely given the ongoing discussions with the Parks Commission and various community partners regarding speed and etiquette recommendations along the Greenway.

Recommendation: Fund and execute the signage and educational campaign following a resolution by the Parks Commission regarding bike path safety rules/recommendations.

4) North Shore Natural Area: Southern Staircase Replacement

Application Summary: Requester asks that the southern staircase at the North Shore natural area be replaced, noting that the wood has reached the end of its lifespan and is a safety hazard for people using the stairs to the beach.

Estimated Project cost: \$80-125,000

Staff Notes: This project has been recorded by BPRW staff for some time. The southern staircase was in design for replacement during Phase 2 of the Bike Path Rehabilitation, but priority was shifted to replacing the northern staircase after an arsonist burned it down. Unfortunately, due to the high cost for design, construction and permitting for this replacement, this project cannot be funded within the \$40K budgeted for Community Requests. However, we do recognize the high priority of this project given the safety concerns with the condition of the existing staircase. In the short-term, Parks staff can inspect the treads and decking and allocate funding to replace those in the worst condition.

Recommendation: Verify inclusion and prioritize on long-term capital planning list due to H&S concerns.

5) A_Dog Skate Park: Lights

Application Summary: Requester asks to add lighting to A_Dog Skate Park to extend use into the Fall/Winter season, citing that many youth continue to use the skate park into the shoulder seasons despite the early sunset. Adding lighting would extend the usable season and improve safety.

Estimated Project cost: \$50-150,000

Staff Notes: Base costs for lighting and electrical for a skatepark could range between \$25-100K depending on fit, finish, and features of the poles and fixtures. However, known contaminants of concern in 'capped' soils underneath and surrounding the skate park would necessitate hiring a qualified environmental professional to oversee any construction, perform required testing, and file necessary reports with the State of VT. An electrical and photometric design team would also be needed to ensure sufficient power and conduits are being allocated to the lighting and that no dark-spots are created behind park features that could make the park more dangerous. Lastly, the project would require outreach to surrounding neighbors to ensure that their input regarding lighting and potential glare or spillage are being addressed through the lighting design. Staff anticipate that these design and environmental components would cost an additional \$25-50,000.

While staff agree that this project would be a good addition to the skatepark, the complexity and cost push this project well above what can be funded with the PFP Community Request funds available.

Recommendation: Add to long-term capital planning list.

6) Schmanska Park: Playground Accessibility & Park Safety

Application Summary: Requester notes appreciation of recently completed work at Schmanska Park. They request that BPRW extend a stone dust path to surround the park's playground and install a gate or removable bollard at the park entrance to deter traffic from unnecessarily driving up the main pathway.

Estimated Project cost: n/a

Staff Notes: Since the request came in, staff have extended the stone dust pathway with a wheelchair turnaround out to one side of the playground. Staff do not recommend a pathway around the perimeter of the playground as it would not provide universal access to the playground itself, which is surfaced with woodchips. The playground at Schmanska will be coming due for replacement within the next 5 years. A better solution would be to allocate funds in the playground replacement budget to install universally-accessible rubberized surfacing.

Regarding the requested gate/bollard, during the design of the recently repaved driveway, staff explored several possible design options for installing a traffic control at the driveway entrance. At that time, maintenance staff expressed safety concerns about installing a gate or bollard at the base of the driveway, as they would have to stop in the middle of Grove Street, effectively blocking traffic to get out and open/remove the traffic control. They also expressed concerns about the possibility of the traffic control becoming non-functional in the winter due to snow accumulation or freezing, which would prevent staff from plowing this main driveway. In the meantime, BPRW has been using a portable barricade in this location to deter unauthorized vehicles from entering the park.

Recommendation: Add notes to Schmanska Park playground replacement on capital list requesting accessible rubberized surfacing be installed at this playground.

Max Madalinski

From: parks.notifications
Sent: Thursday, October 28, 2021 7:18 AM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
10/28/2021
Name
Karl Lukhaup
Address
25 Russell Street Burlington, Vermont 05401 United States Map It
Email
karlukhaup@gmail.com
Phone
(802) 503-3034
Project Name
Pomeroy Park Tot Lot
Park Location
Pomeroy Park Playground
Cost Estimate (if known)
?
Project Description
Please replace the toddler play structure that was taken down this past fall. Currently my 2 year old has only the 5 to 12 year old play structure to play on, which I admit has forced him to level up his game, but is not as safe for him or other tots. Please put something back which is similar to what was there. Also more tot swings with buckets!!!! Thank you, Karl Lukhaup ONE Dads

Max Madalinski

From: parks.notifications
Sent: Wednesday, October 27, 2021 4:18 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
10/27/2021
Name
Terrence Fradet
Address
83 Loomis St Burlington, VT 05401 United States Map It
Email
terrencefradet@gmail.com
Phone
(802) 304-0832
Project Name
Tot Lot at Pomeroy Park
Park Location
Pomeroy Park Playground
Project Description
We had a Playground Climber for toddlers which was my son's favorite feature of the park. It was removed because it was very old. Now my son wants to use the other climber but it is unsafe for his age, I believe it is for ages 5 and up (he is 18 mos). He has fallen under the stair railing because he isn't big enough for it yet. We are really wishing to get the Playground Climber replaced. All our friends in the neighborhood with toddlers also miss it because it really does help with a toddlers development. Please please please consider replacing it in the Springtime.

Max Madalinski

From: parks.notifications
Sent: Wednesday, October 27, 2021 10:08 AM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
10/27/2021
Name
Jordan Morano
Address
29 Germain St Burlington, VT 05401 United States Map It
Email
jordan.morano@gmail.com
Phone
(603) 306-1725
Project Name
Tot Lot
Park Location
Pomeroy Park
Project Description
Recently, the preexisting tot lot was removed (not sure why). My daughter who is 9 months loved crawling around on it and we were really looking forward to her playing more on it as she learned to walk.

Max Madalinski

From: parks.notifications
Sent: Tuesday, October 26, 2021 4:00 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
10/26/2021
Name
Thomas DeSisto
Address
20 Germain St Burlington, VT 05401 United States Map It
Email
tdesisto@gmail.com
Phone
(802) 233-7177
Project Name
Tot Lot for Pomeroy Park
Park Location
Pomeroy Park
Cost Estimate (if known)
\$12,000 to 15,000
Project Description
Up until fall 2021, Pomeroy Park playground in the Old North End had a "Tot Lot" play structure for children ages 2 to 5 years old. That old structure was removed for safety reasons, and its absence is greatly felt by the families in the area. The structure had a staircase, ladder, bridge, steering wheel, and slide. We would love to see that structure replaced as soon as possible. This project will serve children and families of the Old North End and beyond. Yesterday, we were at the Starr Farm Playground, and when the families there heard we lived near Pomeroy Park they wanted to know (a) why the play structure had been removed and when it would be replaced. Based on my observations at various times of day, I believe this structure had a significant user base. I have seen several daycare groups use the structure during the day, and families use it around lunchtime and after work. I'm not sure of the exact cost, but one of the examples that I found was priced at \$12,500 (https://www.playgroundboss.com/monkey-around/), while a second example was \$14,500 (https://adventureplaysystems.com/product/commercial-play-equipment/aps-10ada-01/). Based on these prices, my estimate is that these structures cost between \$12,000 and \$15,000 dollars. I'm certain that the professional staff at the Parks & Rec Dept has better examples and more well-developed estimates for these structures. I know that standard equipment replacement is mentioned in the Master Plan, as mentioned on page 70 of the report: "Derived from the Grand List, the average annual PFP allocation is ~\$350,000. Targeted improvements include playgrounds, courts, athletic fields, park facilities, standard equipment replacement, park repairs, emergent/urgent projects, and staffing support." This Tot Lot equipment replacement effort seems well in line with the master plan. Thank you for your consideration.

Max Madalinski

From: parks.notifications
Sent: Tuesday, October 26, 2021 3:17 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date

10/26/2021

Name

Brian A Guy

Address

7 Hyde Street
Burlington, VT 05401
United States
[Map It](#)

Email

balanguy@gmail.com

Phone

(802) 777-9962

Project Name

Pomeroy Park Playground

Park Location

Pomeroy Park Fenced Playground area

Project Description

The fenced in playground at Pomeroy park is extremely valuable to our community's youth! Neighbors, visiting family, child care providers and others utilize the space DAILY, even through winter, in order to breathe fresh air and run and play safely.

Four things currently threaten that safety and enjoyment: drug activity, illegal camping, old equipment, and pet owners.

Drug activity: The recent rise in sale (esp. by a known heroin dealer on Russel street across from the park) and use of opioids and meth in Burlington has caused an increase in sales and use in Pomeroy park, often in broad daylight. The playground has seen an increase in this activity as well, with needles and unstable users in the playground area.

Illegal camping: This summer and fall, campers have pitched tents in the playground area, sometimes leaving the tents up during the day. Human feces and trash have been found multiple times this year as well.

Old equipment: We are happy that some of the dangerous playground equipment was removed, however there are now many fewer options for children.

Pet owners: Dog owners have consistently used the fenced playground as an off leash dog park. Signage and neighborhood intervention has helped, but feces and off leash dogs are still a problem.

SOLUTIONS: Please consider the following upgrades

- 1) Remove or significantly trim back the bushes along the fence dividing the playground and the grassy area of the park. There is no good reason for this visual barrier, and we assume it gives drug users, campers and dog owners a sense of privacy that we do not want to encourage.
- 2) Light the playground at night. It is pitch black back there, while the rest of the park is visible all night. I'm sure there are lighting solutions that would provide security/deterrence without bothering the homes adjacent to the playground.
- 3) Add and/or upgrade the playground equipment. We love the wood chips, but there is a lot of space for more swings, a large structure, etc.
- 4) Add signage and maintain a secure lock on the large west gate to discourage off leash dog use.

Thank you for considering these changes. Pomeroy is an incredible community asset, and the playground has been a life saver during COVID.

Max Madalinski

From: parks.notifications
Sent: Sunday, September 26, 2021 10:48 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
09/26/2021
Name
Erhard Mahnke
Address
60 Grove Street Burlington, Vermont 05401 United States Map It
Email
erhardm@burlingtontelecom.net
Phone
(802) 233-2902
Organization/Volunteer Group (if applicable)
Old East End Steering Committee
Project Name
Handicap Access & Park Safety
Park Location
Schmanska Park
Project Description
The park looks awesome! Thanks you for all the amazing work over the last couple of years. Please make the playground handicapped accessible by creating an ADA compliant pathway around the playground and connected to both the north and south entrances to the park. Also, please install bollards or a gate at the beginning of the new drive so that only authorized vehicles have access to drive up to the barn. Thanks! Erhard Mahnke 60 Grove St.

Max Madalinski

From: parks.notifications
Sent: Saturday, September 25, 2021 1:54 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
09/26/2021
Name
Susan Ogden
Address
23 Appletree Point Lane Burlington, Vermont 05408 United States Map It
Email
susanogden1@mac.com
Phone
(240) 687-0164
Project Name
Bike Path Safety Education
Park Location
Burlington Bike Path and Island Line Trail
Cost Estimate (if known)
\$1,000 For signage
Project Description
The bike path is a gem of a resource for all active citizens and residents of Burlington. It's used by walkers, strollers, cyclists, skaters, skate-skiers, e-bikers. It's often very crowded. There does not seem to be a culture among skaters and cyclists of giving warning when passing pedestrians. 9 out of 10 trail users on skates or cycles do not notify pedestrians of their presence. I walk my dog frequently and have almost been hit several times. Anecdotally, I've heard a number of people say they won't use the path because of the dangerous cyclists & skaters. If a cyclist ran into me or my dog, all of us could get seriously injured. Especially cyclists who don't wear protective helmets. Giving notice means: Passing on your left. Passing on your right. My idea is to erect signs reminding cyclists(and skaters)they need to signal when passing pedestrians. And to involve stake holders like Local Motion and bike shops to remind their customers about safety signaling. All in all, it's an educational campaign that makes the path safer for everyone who wants to use it.

Max Madalinski

From: parks.notifications
Sent: Friday, September 24, 2021 7:59 PM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Date
09/24/2021
Name
Heather Riemer
Address
75 Park St Burlington, VT 05401 United States Map It
Email
hriemer@gmail.com
Phone
(802) 343-1705
Project Name
Fix the Tennis Courts at Roosevelt Park
Park Location
Roosevelt Park
Project Description
Leddy Park tennis courts look GREAT! We need the same at Roosevelt Park!

Max Madalinski

From: parks.notifications
Sent: Monday, September 13, 2021 10:22 AM
To: Jon Adams-Kollitz; Sophie Sauve; Diana M. Wood; Max Madalinski
Subject: New submission from Penny For Parks Submission

Follow Up Flag: Follow up
Flag Status: Completed

Date
09/13/2021
Name
Keegan Carter
Address
68 Green Acres Dr. Burlington, VT 05408 United States Map It
Email
KeeganCarter11@gmail.com
Phone
(603) 969-5206
Project Name
Star Farm Beach Stairs
Park Location
Star Farm Beach
Project Description
Rebuild the steps leading down to star farm beach to make them safer. Presently most of the wood is reaching end of life and a heavier person or group might run the risk of breaking some of the sets of stairs and injuring themselves. Also the current stair design leads out onto a set of rocks that is hard to traverse. If you are seeking volunteers to help with the re-construction please put my name on that list!



SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – December 2021

Stories

Cindi,

I just discovered the course is finished and played it on Saturday.

Huge appreciation and thank you for that addition to Burlington's recreation options.

I don't know who all made it happen but please let them know it's very well done!

Peacefully,

Jeff

Department accomplishments and notable staffing developments since the last report?

- December Work Anniversaries – Steven Latulippe (40 years!), Melissa Cate (27 years), Jake Hornick (5 years), Joanne Putzier (38 years with the City), Darlene Loyer (22 years)
- Reposting our Recreation Manager position. Our top candidate took another opportunity and with a new reclassification will post to attract more strong candidates.
- Lead Urban Park Ranger, 2nd HVAC position and Event Planner positions are open and posting soon.

COVID-19

- Masks required for everyone for youth programs
- Masks required to walk in the door at all public facilities
- Adult programs that check vaccination status can go without masks if all participants are vaccinated (example, pickleball)

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

- **Oakledge Opening Celebration** – December 16 @ Austin Drive entrance @Oakledge Park – 3:15 PM
- **Senior Holiday Dinner** – December 16
- **The GIFT Ice Performance** – December 18 @ Leddy Ice Arena, 1pm
- **City-wide events** - <https://loveburlington.org/events>

Recreation Facilities Division Update

Leddy Arena

- Our Customer Service Associate position has been posted and closed, with 19 qualified applicants forwarded for our consideration. We look forward to reviewing the applications and conducting interviews, with the intent of filling the position as early as possible in the new year.
- Leddy Pro Shop is operational again, after a Covid hiatus. New staff have been trained and are covering the Pro Shop during our busiest periods of operation. Thank you to Tess Weafer, our Leddy-based Recreation Specialist, who coordinated the hiring and training process for new staff.
- December marks the start of the height of the hockey season with all programs up and running. In addition to our regular users, this month's schedule features 11 high school hockey games, 5 school and camp groups, 16 family skates/birthday parties, a New Year's Eve Dynamo hockey tournament and a New Year's Eve Highlight Skate, in partnership with BCA. The rink will be closed December 24, 25 and January 1 to allow our staff to celebrate the holidays.
- "The Gift" ice skating show takes place on Saturday, December 18 at 1pm. Not only is this annual ice show a great way to celebrate the season, our skating community also adopts a local charitable organization, this year the Ronald MacDonald House, to share in the proceeds. Donations of needed goods are also collected at the show and will be delivered to the Ronald MacDonald House afterwards.

Miller Center

- Pickleball is exploding again at the Miller Center. In addition to a private pickleball rental group which plays three times a week, BPRW offers nine two-hour sessions for various levels of play each week. Unfortunately, there is a demand for evening playing opportunities for working adults which we are unable to fulfill due to a completely scheduled gym every weeknight.
- December programming at the Miller Center includes table tennis, line dancing, ASL, free walking program, VT Chargers power soccer, four levels of Soccer Sparks, women's basketball league, women's indoor soccer, and December vacation camp.
- The Vermont National Guard, in partnership with Vermont Department of Health, is now offering both free Covid immunizations and booster shots at the Miller Center every Wednesday from 8am-2pm. Shots are available by appointment and for limited walk-in visitors.
- All Recreation Facilities full-time staff have begun a series of Racial Equity workshops which will take place over eight two-hour sessions from December-March. Scheduling these important trainings is especially challenging for staff who operate facilities that are constantly in operation and serving visitors. Thanks to all Rec Facilities staff for their flexibility in accommodating these workshops and providing coverage for their co-workers so that they may attend.

CORE

- BPRW is recommending approval for a three year sub-lease of Room 219 at the CORE to the Family Room and Vermont Adult Learning. The two organizations collaborated on a proposal for use of space to include English language classes, educational assessment and advising, digital literacy instruction and support, case management and parent support group meetings. The proposed sub-lease will be considered by Board of Finance and City Council at their December 13 meetings, with intended start date of January 1.



- CORE staff is working with Champlain Housing Trust to secure a new audio/visual and sound system for the event space on the first floor. CHT has continued its closure of the event space and requests continue to come in for various activities. CHT has outfitted the space with new furnishings as well and is working on obtaining new decorative wall coverings as well.
- Pickleball play takes place on Mondays and Thursdays and, similar to the Miller Center, usage is picking up with the colder weather. Covid vaccine and booster clinics continue to take place every Thursday night at the CORE as well.
- On December 4 the CORE will host the O.N.E. Holiday Market in the gymnasium from 3-6pm with local and international food, art and craft vendors. This event is co-sponsored by BPRW, CEDO and Mascoma Bank.



Very Merry Theatre
– a sublease tenant
@ CORE

Park Division Update

Park Administration

- Prepare snow plowing and seasonal snow/ice plan for park division staff.
- Continued improving various items for the VueWorks platform, testing and training elements for the parks teams.
- Working with capital committee to further the capital report and comprehensive building needs and project listings for the December 6th bond vote.
- Continuing progress on integration of park GIS/data for asset management
- Continue to fill two positions in the Central Facilities Program.
- Partnered with several department for the Sears Lane encampment processing.

Conservation Program – Education

- Conservation Education Collaborations - the Conservation Team is involved in a variety of community partnership projects. Here is an update on some of those.
 - BPRW Conservation staff in partnership with Grow Wild and Burlington Wildways has been supporting the teachers and students of Champlain Elementary School with programming and curriculum around the re-wilding of their campus.
 - This work has included:
 - Planting trees and shrubs on campus, part of which is the creation of a wildlife corridor in the school yard.
 - Establishing a tree nursery on school grounds
 - Ongoing programming that involves students and teachers in all of the activities
 - BPRW conservation staff have begun co-leading activities and learning opportunities for Burlington City and Lake Semester Students. This fall BCL students worked with BPRW at

New boardwalk and trail improvements at Arms Forest



Kieslich Park to establish pollinator gardens, participate in the public input of the park management plan, and manage invasive species on site.

- The Conservation Team is supporting the planning and programming for MLK Day. This work includes the creation of a cultural asset map, in partnership with REIB and CEDO. The plan is for this to kick off with self-guided cultural tours of spaces such as the Leddy Story Walk, Kieslich Poetry Walk, and various community murals.

Conservation Program - Operations and Planning

- Winter Operations have begun this includes preparing for the ongoing clearing and maintenance of the waterfront bike path, ski trails in the Intervale, and skating at Arthur Park (sea caves).
- Ongoing planning for spring/summer 2022 tree and shrub plantings.
- Planning for the 50th anniversary of Community Gardens is underway. A committee of community members and gardeners are working with BPRW staff to plan a season-long celebration for 2022 that will include programs, storytelling and media, as well as a culminating harvest event.
- Support for the celebration and storytelling related to the delayed celebration of 50 year anniversary of Oakledge Park
- Ongoing support and planning for the building of the trail connection from Cambrian Rise and the Burlington Bike Path (through Kieslich Park). Construction planned for summer/fall 2022.
- Scoping and planning around trail work and improvements at Ethan Allen Park
- Ongoing review and planning for capital maintenance improvements along the bike path (soft shoulder repair, stormwater management, and vegetation adaptations).
- Returning Garden Registration for BACG is in full swing. Preparation for new gardener registration in February.

Cemetery Program

- Closed to Saturday burials as of 12/4 and will not be reopening on Saturdays until spring
- Lot sales and burials have slowed down as the weather has turned cold.
- We hosted a large memorial service in the chapel followed by a burial for Reverend Don Jackson on 12/3. Don gave our Civil War General tours on Memorial Day Weekend for many years and worked with the Friends of Lakeview throughout the organization's existence. In recognition of his service to the cemetery, we donated the use of the chapel for his service.
- Cemetery Commission working on ordinance language pertaining to green burials

Central Facilities Program

- Initiated group/shared computers updated for Parks staff.
- Preliminary planning for additional City cameras and new server.
- Final measurements taken for window replacement project at 200 Church.
- Completion of Parks bay renovation to include new overhead door and eyewash station.
- Updating custodial plan for duties by building.
- Interviews of architects for schematic design of Fletcher Free Library envisioning.
- New pump installation for City Hall HVAC system.
- Cleaning of City Hall radiators.
- Successful troubleshooting and repair to Memorial Auditorium boilers for the winter season.
- Remediation of graffiti and other vandalism at Central buildings. Assisting City Clerk's office with election set up.

Park Facilities Program

- Completed dock removal.
- Winterized the work boat and Harbor Master boat - cleaned and serviced.
- Cleared debris from drains of our flat roof buildings.
- Assisted Central Facilities to start Memorial boilers and do minor repairs.
- Began rehabbing our parks wooden signs painting /staining.
- Prepped all snow blowers for the winter season.
- Dealt with many work orders for a variety of small things.

Trees and Greenways Program

- Oversaw planting of new trees along re-aligned section of bike path between College St. and Main St.
- Updated Tree Works inventory to reflect all planting and maintenance work for 2021.
- Completed fall cleanup of landscape and perennial beds in parks throughout the City.
- Assessed potential hazard trees in North Beach Campground and completed pruning and removals accordingly.
- Began contract line clearance work for Burlington Electric
- Responded to resident requests and completed See click fix and Facility Dude work orders as needed
- Winterized and covered truck mounted irrigation tanks



Leaf pickup at Parks



Installing ADA path at Schmanska playground



Grounds Maintenance Program

- In full swing for leaf pickup at the parks
- Installed ADA path at Schmanska playground
- Built and distributed new bike racks throughout park system

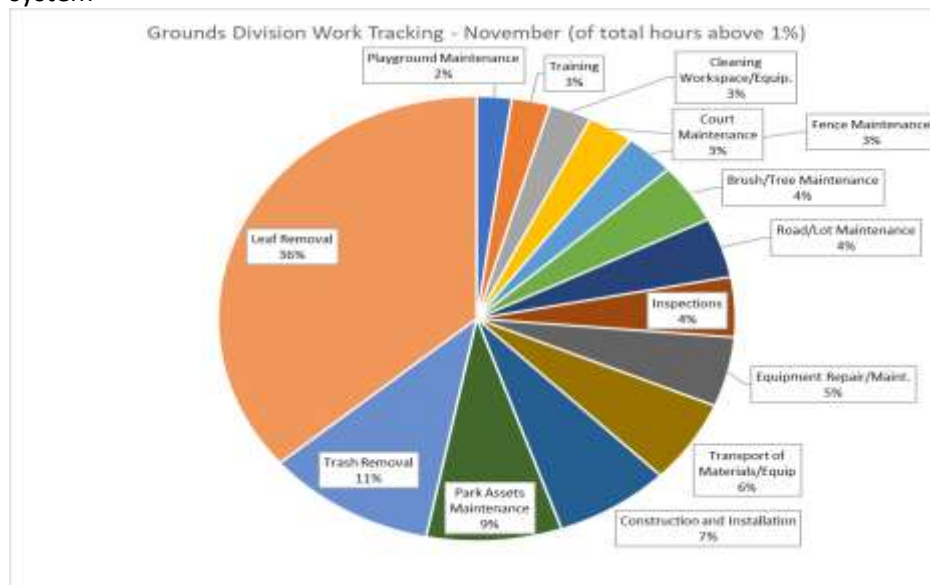


table 1. Grounds Division Work Tracking November		
Activity	% time	Total Hours
Playground Maintenance	2.14%	9
Training	2.38%	10
Cleaning Workspace/Equip.	2.62%	11
Court Maintenance	2.86%	12
Fence Maintenance	3.10%	13
Brush/Tree Maintenance	4.29%	18
Road/Lot Maintenance	4.29%	18
Inspections	4.29%	18
Equipment Repair/Maint.	5.00%	21
Transport of Materials/Equip	5.95%	25
Construction and Installation	7.14%	30
Park Assets Maintenance	8.33%	35
Trash Removal	10.48%	44
Leaf Removal	35.71%	150
Total hours =	100.00%	420

Planning Division Update

- Projects Progressing
 - Battery Park: UVM Spatial completed a drone flight to collect information about the park ahead of a Comprehensive Planning process in FY23.
 - Bike Path Realignment:
 - College to King work- progressing along the Greenway portion of the project now
 - King to Maple Project – work along the Greenway wrapped up until next Spring – this section of the Greenway will be reopened until Spring when additional work at the intersections of King and Maple (rail-related) might necessitate another period of temporary closure/detour on Battery Street

- Lavalley Lane shift has occurred- the Greenway has been removed from adjacent to Lavalley Lane and the long-term detour through Perkins Pier is in effect.

Accessible beach access at Oakledge



- Bike Path @Oakledge: Project progressing with work advancing on the Flynn Avenue Oval; Greenway work substantially complete, working on final touches before the re-opening
- Calahan Park Master Plan: final plan presented to the public through a virtual meeting on 11/30. Consultants will be wrapping up the project with a final report. Our team is beginning to work on bid documents for phase 1 of the playground for construction in 2022.
- Leddy Park Comprehensive Plan: Review of proposals to lead us through a planning effort for Leddy Park, as well as the conceptual planning for the bike park.
- Kieslich Park: Working with consultant team at Cambrian rise on finalizing documentation needed to bid out the construction of the connection to the Greenway in 2022.
- North Beach Pull-Through Design: design aimed for wrap up in December.
- Oakledge for all: grant agreement should be in-hand in January 2022 for spring bidding. Consultant working on bid documents. BPRW team aiming to bid out restroom renovations in late December for construction in 2022, as well as the installation of fitness equipment on the new exercise pad.
- Perkins Pier Siting Study: BPRW and consultants were in-person at Perkins Pier on 12/04 to connect with the public on the proposed final plan. Final virtual public meeting held on 12/7 to present the final plan and have the public weigh in on funding priorities.
- Roosevelt Park Comprehensive Plan: Received draft survey for review by BPRW to determine next steps on this project.



Perkins Pier on-site input gathering

- Projects starting soon
 - Leddy Park Pause Place
- Projects supporting other divisions/ departments: (abbreviated)
 - Playground Equipment and Compliance
 - Survivors of St. Joseph Orphanage Project
 - Recreation Team Events for December

Waterfront Division Update

Marinas & Harbor

- We are actively working with Vermont Adaptive to apply for ARPA funds for the Perkins Pier project. Projects are fully funded, with no local match, with the potential for rewards between \$500k and \$10m. Applications are due at the end of January. We have met with numerous organizations and agencies who would be interested in the project, are neighbors of the project or organizations that may help with future capital funding.
- The Perkins Pier mooring project has been completed. This project upgraded the 23 seasonal moorings from a chain and anchor system to a more robust rubber-rhodes Hazelett system. This will be safer for our boaters, as well as easier for us to maintain. With our past chain system, it would wear out the shackles and boats would break free. This is a much needed and safer replacement system.
- The Marina Manager is working in conjunction with DPW this winter to streamline the waterfront parking systems. It is our goal to have active parking enforcement in all of our paid lots, unified through Parkmobile throughout all sites.
- The marina would like to switch reservation platforms, from Hercules to Dockwa. This will allow us to remain competitive with the other two private marinas in the harbor, who are both on the Dockwa platform. The marina manager would work in January and February to complete the transfer of information and tailor the software to our needs.

Campground & Beaches

- We have been researching new campground software to replace our current, inefficient system, with the goal of having a new system in place prior to the start of next season. Our current top pick for software is Astra. The intention is to have new software for the start of the camping season in May.
- North Beach released the Beach Concession RFP in November. The RFP is for food services down at the Beach House at North Beach. The RFP closes on December 10th.
- The North Beach Manager will be overseeing the Urban Park Ranger Program and will dedicate significant time this off-season to the creation and start of this program. We successfully had this position regraded and approved by the Board of Finance in November to reflect this position change. The Managers new title is "Waterfront & Park Operations Manager".
- Exploring adding two UTV type vehicles to the NB fleet, as they are sorely needed to move staff and equipment to all of our beach and park locations. We hope to use extra campground revenue generated to purchase hybrid or electric UTV vehicles. This would enable us to station park and beach attendants over at Leddy Park, which will greatly improve the cleanliness and safety of the park.

Events

- Planning for the 2022 is already underway, as the applications have been sent out to all previous event holders, as well as any new event can now apply.
- We have already received applications for 2022, and are expecting a much fuller roster for next year. We have also been in conversation with a one-time, antique boat show event that is interested in utilizing waterfront spaces for their national event. They may end up requesting use of space beyond Waterfront Park.
- The Events Committee will meet in December to review all 2022 applications, in order to move them forward. This process is critical in order to satisfy Act 250, as well as our own processes to grant event approval.

- This off-season, our Event Coordinator will be reviewing the Waterfront Park event rates and will make suggestions on updating our fees.

Urban Park Rangers

- Both job descriptions, one for the Lead Ranger position and the other for the Ranger position, have been approved by the Board of Finance/City Council. The positions will be posted soon for applicants to apply. This is a very exciting step in this new program for BPRW.
- At its heart, we look to this position to be educational and engaged with our community about our dynamic park system. We expect this position to help us navigate some of the issues we see in our parks (fires, fireworks, dogs off-leash), as well as inform and educate our community on the benefits of our waterfront and parks systems. We welcome your feedback on this position.
- We have secured office space at Leddy Arena for the two FT positions. Work is ongoing to acquire all necessary equipment for this position. The office is currently under renovation with new flooring to be installed, quotes for window replacement, re-wired and re-painted.

Recreation Division Update

- Recreation staff are busy implementing winter programs and planning for winter events.
- We have finalized our indoor Covid-19 policies for this winter season. Our policy for youth will mirror those of the Burlington School District. Youth programming in all facilities will require all participants, coaches, officials and spectators to be masked.
- BSD is not permitting any adult programs to take place in their facilities this Fall-Winter. This decision affects several of our popular adult sports programs.
- Adult programs may opt for no masks if all participants are vaccinated and there is a system in place to check vaccine cards.

Leddy Arena Programs

- **Freestyle Ice (on-going until May):** Meant for practice/instruction with a coach. Mornings Monday-Friday
- **Adult Skating Clinics (on-going until May):** Tuesday & Wednesday Mornings. Figures Clinic/Advanced Skating
- **Public Skate (on-going until May):** Drop-in only. Monday-Thursdays 9:00am-10:30am
- **Stick and Puck (on-going until May):** Drop-in only. M/T/TH 10:45am-12:15pm
- **Lessons (beginning Saturday 9/18 12-week sessions)**
 - Itty Bitty Lessons | Ages 3-5 | Saturday @ 10:45am-11:30am
 - Itty Bitty Lessons | Ages 3-5 | Sundays @ 1:15pm-2:00pm
 - Lessons Level 1-6 | Ages 5-14 | Saturdays @ 11:30am-12:30pm
 - Lessons Level 1-6 | Ages 5-14 | Sundays @ 2:00pm-3:00pm
 - Lessons Level 1-6 | Ages 5-14 | Mondays @ 3:45pm-4:45pm
 - Super Sk8 | Ages 7-16 | Sundays @ 3:15pm-4:15pm
 - Adult Group Skating | Ages 16+ | Saturdays @ 12:45pm-1:45pm



Miller/CORE Programs

- Fall Programs taking place at the Miller Community & Recreation Center or the ONE Community Center included:

- American Sign Language
- Ethiopian Cooking with Mulu Tewelde
- Beginning and Intermediate Line Dancing
- Medicare Made Clear
- North End Yoga
- Yoga for Adults
- Fundamentals of Salsa
- Virtual Fitness Class
- Women's Self Defense
- Out & About Trips to VINS, the Rokeby Museum, and an Ethan Allen Cruise.
- Learn to Ride workshop at the Leddy Arena Parking area in partnership with Local Motion



Ethiopian Cooking class

We offered AARP & Fit Lot-Fitness classes at the AARP Fit Lot located at the Miller Community & Recreation Center. The Fit Lot classes are at no charge to participants due to a grant that the department received in order to have the Fit Lot installed and to offer classes at no additional charge to participants when attending a Fit Lot class. Our Fitness instructor is an instructor from the YMCA.

CORE Adult Center

- The Core Adult Center is now partnering with Hieneberg Senior to utilize the Burlington Senior Mini Bus for trips and outings. CORE Adult Center participants attended EIGHT trips this November to destinations throughout Vermont
- CORE Adult Center staff are busy helping to organize our annual Senior Holiday Dinner. The dinner this year has been modified due to Covid-19. Senior adults can pick up their "To Go" meals and gift bag at the Miller Center on December 16th, or they can choose to have their meal and gift bag delivered to their door by Recreation Division staff.
- Offerings at the CORE Adult Center for this fall/winter include:
- Chair Yoga, Fundamentals of Salsa, Bone Builders, International Cooking and Cooking with Mulu, Acrylics, Reminiscing, Book Club, Armchair visits to Hawaii and the Grand Canyon, Bingo, Nature Crafts, Seed Saving, Preserving Fresh Garden Herbs, and social hour each day.



Cardio drumming



Acrylics

Events

- Our department is happy to announce that we will be partnering with the Pomerleau Family Foundation to provide a modified Pomerleau Holiday Party that is scheduled for Sunday, December 12th. Every half hour beginning at 10:30 AM and ending at 2:00 PM we will have approximately 50 people coming to the Hilton for:
 - Family Photo
 - Gift bag with gifts for every child
 - Ornament wrapping station for kids to give parents a gift
 - BPRW Pomerleau Scholarship "Gift Certificate" station (\$50 scholarships toward BPRW programming)
 - Holiday Meal "To Go" Station for families to take turkey dinner home with them.

- * Hilton will be decorated with poinsettias and lights
- * Volunteers and staff will be dressed in costumes and will assist families through each station
- * Sound system will be playing holiday music
- The Annual Senior Holiday Dinner will take place on Thursday, December 16th. The dinner this year has been modified due to Covid-19. Senior adults can pick up their “To Go” meals and gift bags at the Miller Center on December 16th or they can choose to have their meal and gift bag delivered to their door by Recreation Division staff.
- Recreation Events Planner, Emma Allen, has resigned and accepted a position working in the events field for a private sector company based in Winooski. We hope to post for this open position later this month.

Athletics

- BPRW Youth Basketball began on December 4th. We are utilizing the Burlington Boys & Girls Club, Champlain School, Hunt School, Flynn Elementary, CP Smith & IAA for games and practices.
- Our Melanie Davidian Women’s Basketball League will be started on Sunday, November 21st. We have seven teams playing in the league this winter.
- Youth indoor soccer programs are set to begin later this month.

Admin Division Update

- BOF/CC approved the Urban Park Ranger positions
- Finalizing registration software for marina and campground
- Working with staff on updating the fees that need to go to the Parks Commission and/or Council for approval. The remaining include Waterfront and Leddy Arena
- Finalized MOU with Heineberg Senior Center
- Applied for the VOREC grant – includes \$ for Bike Park, WVPD wetlands walk, bike trailer with bikes, winter sports trailer with \$ for equipment, camping equipment, Community Sailing Center diversity sailing program and tool trailer. Our “One Burlington” group represents 12 unique businesses and organizations.
- The Parks Foundation unanimously voted to support fundraising for the Red Stone Cottage. The goal is \$85,000. The first pledge received (\$5,000) was from Preservation Trust of VT as a Paul Bruhn project.
- BOF/CC approved the use of the Conservation Legacy Funds for improvements to Kieslich Park.
- Shared discussion on Greenway speeds with BPRW team. The team is supportive of no specified speed and instead focuses on etiquette. We’ll be back to the Commission with our suggested signage plan for feedback.
- Hosting two Carleton College “externs” the week of 12/6 – one is interested in architecture and the other in Urban Planning

Commission notes

- Special Commission meeting Wednesday, March 2nd for the Burlington Parks History presentation by historian Muriel More @ 5:30 PM – 645 Pine and virtual

MEMO

Date: December 10, 2021
To: Parks Commission
From: Cindi Wight, Director
Erin Moreau, Waterfront Superintendent and Harbormaster
Subject: Marina Fees

Recommendations to Parks Commission:

Approve the 2022 fees for slips and moorings at Perkins Pier and the Community Boathouse.

OVERVIEW

All slip and mooring fees require approval annually from the Parks Commission and the City Council. The last time the Commission approved marina fees was in 2014. Once we receive Commission approval, we will move to the Parks, Arts and Culture Committee for feedback and support.

COST Recovery Goals related to Marinas

Category – Enterprise

Our cost recovery goals for Enterprise range from 100-150%

Enterprise categories have a commercial service or contract, similar to a private operation and include specialized services. Generally more tourist-focused.

The cost recovery *Enterprise* category requires the least subsidy from the taxpayers because it serves a unique group of users. The activity (motor and sail boating) is not open to all community members. Our enterprise groups (marina and campground) cover approximately 150% of expenses. It includes indirect costs but not capital expenses, typically covered through bonds or Penny for Parks (small projects).

Fee Changes

Due to increased costs to run the facilities, we show a modest increase in slip and mooring fees. However, our rates are lower than the two neighboring marinas, which reflects limited improvements to our facilities. Our highest increase is in the mooring field, where we recently replaced all the moorings.

Long term challenges

The City relies heavily on the revenue from the marina and campground to cover city expenses. While there is a high expectation for income, there has been minimal capital investment in our marina and campground over the past ten years. The failed bond included money for the following:



- A feasibility study to determine the future outcome of the boathouse
- Dredging of both marinas due to increased sediment
- Adding six pull-through sites at the campground
- Renovating the entrance to North Beach to increase pedestrians' safety and reduce camper/beach traffic conflicts.

Description	Old Price	New Price	% increase
Daily Transient docking after one hour	\$5.00/hr	\$5.00/hr	No change
Overnight Slips	\$2.25/ft.	\$2.25/ft.	No change
Transient moorings after 5:00pm	\$1.25/ft.	\$1.25/ft.	No change
Boathouse Dock Resident	\$94.34/ft	\$97/ft./dock	2.82%
Boathouse Dock Non-Resident	108.5/ft	\$112/ft./dock	3.23%
Perkins Pier Dock Resident	75.25/ft	\$77/ft./dock	2.33%
Perkins Pier Dock Non-Resident	86.55/ft	\$89/ft./dock	2.83%
Mooring Rates Resident	\$48.23/ft	\$51/ft.	5.74%
Mooring Rates Non-Resident	\$55.50/ft	\$59/ft.	6.31%
Boater Waiting List	\$25/year	\$25/year	No change
Monthly Slip	\$23/ft	\$30/ft	30.43%
Monthly Mooring	\$15/ft	\$20/ft	33.33%



PARKS & RECREATION COMMISSION
Minutes
December 14, 2021
Parks and Recreation Commission

Commission Present: Traverse, Hurley, Duke, Lantieri, Johnson and Farrell

Staff Present: Wight, Roach, Sauve, Madalinski, Moreau, Kaeding, Kaplan and Putzier

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

Approval of Agenda

Motion to approve the agenda by Farrell, second by Lantieri, motion carried.

Approval of Consent Agenda

Traverse asked to waive the reading of the consent agenda and motions into the record for approval.

Approval of consent agenda by Farrell, second by Johnson, motion carried.

Encampments in Parks

Traverse introduced Lacey-Ann Smith, BPD and Deryk Roach, BPRW. Roach began with stating that Smith was the expert and under the management with Police Department. Roach explained he had sent out a draft form of policy and procedures and how organized organizationally, group that shares where encampments are jurisdictionally within the city. Ultimately the Mayor has the say as to how and what the City reacts to and also members of Attorney's office, DPW, Parks, and others. Stated how information is collected and monitored, is generally received from staff within the department working in the field and documented by c click fix. Approximately 20-40 sites monitored annually as well as who is there, are they being sought with any outreach workers, what priority, is the encampment active or abandoned, if receiving assistance, be it medical or community services. Smith coordinates getting the outreach needed if not receiving and also makes aware to the appropriate services of needs.

Smith explained that Parks will notify of who is out and where, she will contact liaisons and get fact finding and how long can give persons, don't try to rush people unless a real need, if a clean site is being lived in versus dirty or unsafe depends on the speed in which addressed. Degree of triage as to how, when and the typical process is to provide notice and once notice, several days to a week or more before going out and pick up items if needed. Pickup would be herself and Paul Morris, store everything that is dry and non-perishable. If go out and someone is there and they move then done. Property is stored for 30 days then a letter is left on site so people know how to retrieve belongings. Pretty clear when a site is abandoned, if unsure would leave notice. Police are not involved unless it becomes a trespass situation. Smith also explained the outreach and how working with individuals is much easier than the enforcement piece particularly when it is a larger group and not making a relationship and getting an understanding and explaining the process.

Farrell asked if a spreadsheet is kept with information and monitoring and Roach said the documentation is difficult and would require to continue to maintain and virtually impossible and do not do but do have the c click fix to look back on and all other means that are done by email and other messaging gets resolved and followed. When the public calls in it is a bit more difficult, more about



verifying information, continuous and fluid, not as helpful. Roach also said he has a file on his desktop that he keeps track as it comes to attention. Had multiple meetings at sites because of the changing of individuals coming and going at different times of the day. Roach said probably average 7-8 times a week talking to others about the sites and individuals. Also has a very big effect on the City facilities with use and misuse, same people outside are going and doing same inside.

Traverse thanked for coming and opened to other Commissioners if they had questions. Roach viewed as a community issue and how the community wants to help the City process and very complex. Said Burlington as a whole had to help understand how to be a compassionate City and straddle the line of good City and creating a camp and more tightly managing, Roach said he did not have the answers.

Hurley said she appreciated all the work that had been done.

Lantieri said what he felt interesting was the flexibility to shift in severity can lead to unfairness, and asked if there was any will or appetite to codify or to keep as flexible policy. Smith said some Councilors would like to have it voted on to be a law to some degree, and that was seen because of the Judge's ruling, said policy has no legal standing, has to go through all groups to be no longer a draft. Some Councilors would like to see that be a reality. Smith also stated what made the Sears Lane encampment very difficult was not the size, it is 4th generation of campers, when working within parks, it is camper and City with no other parties involved. In the Sears Lane there was a 3rd entity of protesters and that shifted a lot, from personal and human to human contact, versus the City, media, protestors and all the other things that make significantly more difficult. Smith felt needed to be addressed for a long time and don't have the spectrum as to what it means to be homeless and how to meet needs with dignity and respect.

Traverse said during the pandemic a site was setup at North Beach Campground and at Sears Lane and inquired if it was possible to move back to North Beach and also asked when the site was at North Beach if and what challenges and issues were presented and if it could happen again. Roach said the way the infrastructure is set up is for seasonal use. All utilities are very shallow and not meant to be used year round, very shallow meant a lot of frozen pipes, a lot of issues with electric, water, sewage, not meant to support that use, risk having an even bigger problem, about 50 problems due to infrastructure issues, not many with personal violations. Big fees for rental of campers but looking more for a facility and don't have that available.

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:05pm

Thomas DeSisto, speaking about Pomeroy Park tot lot, wanted to thank everyone on staff at BPRW and initial interface was with D. Roach who was very clear and helpful. The whole planning team was very helpful and professional. Several months ago and for several years had a 2-5 year old play area, several months ago removed for safety reasons, has a 2 year old that was using and had major impact on families using and asked for something to replace the structure that is comparable and important to the neighborhood who have very small yards, lots of children live in apartments and multi-family structures. Noticed there are many day cares that use the space as well. Asked to prioritize the structure with something safe and playable.

Andy Simon, talk about the Pine Street Barge Canal and a petition circulating for two weeks, currently 404 signers, asking City of Burlington work immediately in conserving for human and non-human to



make a park accessible to all. Stated he had presented petition to Conservation Board, City Council and Planning after tonight and would like to request that Parks consider putting on agenda to discuss further either January or February and would like to talk about the history of the superfund site and the toxins and long history of the canal. Would like to hear thoughts about how to do development in Burlington, and hopes to talk about responsibility for this land, humans and residents created and how to work together to come up with strategies to remediate and how the site can become win win win for people private and the earth. Petition speaks specifically to private parcels but would like to also speak to the 11 acres owned by the City of Burlington.

Susan Ogden, PFP project to create public safety and educate campaign for the Bike Path, recently relocated to Burlington, promoting a safer bike path with speed limits and to remind all to use signals, she is on the path as cyclist and walker and 8 out of 10 don't use signals and etiquette. Request to approve a campaign and engage stakeholders to raise consciousness and awareness to avoid accidents and keep safe.

Ruby Perry, spoke to the barge canal petition and would like to admit that the petition is asking to think differently but also about citizens of democracy. The barge canal is something that can help bring together as a City, to see a working landscape, healing itself, regenerating soils and water, an opportunity to work in partnership, and would like to be the forefront in the area, explore ways to remediate and learn to take care of the mess that was left behind. Felt the barge canal was a good place to learn together. Stated don't expect the City to own but rather the citizens to own and to work with nature and want to further that work.

Jordan advocating for tot lot at Pomeroy, said he used for a few months and noticed immediately when gone, space felt very empty, not much for daughter to engage with and very hopeful for this lot being prioritized, loved the neighborhood and has been a resident for quite some time. Supports the lot for his family.

Karl Lukhaup and family in favor of the tot lot on Pomeroy, would love to see lighting and stated that some are using the park as a dog park and not in favor of that happening for use.

Chris Rousseau, would like to have lights at the Skate Park, frequents the park and travels a lot and has not found one as nice as Burlington, but many have lights for after hours and since more northern felt strange that don't have. Stated has 3 children and after dinner it is too dark and will have to choose with helping for dinner or go and skate. School kids in general get out of school and it is dark at 4pm and did not know of any other park that is used as much, even in the colder weather it is shoveled. Feels if no lights will go skate downtown or other places. Felt a lot of other kids at the park and it will get dangerous, longer window would help spread out the larger groups using at one time.

Seeing nobody further from the public, Public Forum was closed at 6:32 pm

Penny for Parks Community Requests

Madalinski thanked all the people that spoke and participated, had 6 separate project requests, have \$40,000 funded for this fiscal year, screened one out, roller rink with concrete pad. Recommendation is to fund 3 of the 6 requests and moving 2 into future capital plan and one request that did not feel had quite the adequate effects.

\$10,000- Resurfacing Roosevelt Tennis Court, aligns \$10,000, can hire court resurfacing company



\$25,000- allocated to the tot lot at Pomeroy Park, had 39 signatures to replace, hearing from manufacturers that it is taking some time to get the pieces but hope to have for the coming season, also a lot of removing the fence and hedges but working on plan

\$3,000 for Campaign on etiquette and rules for the Bike Path/Greenway, talked about doing a PSA and other different things, not a guarantee but hopeful

Long-term capital- plan to move about \$25,000 for skate park lighting, very expensive, under skate park have to hire environmental consultant, and many others and additional costs will add and would be well above what could fund.

North Shore Natural Area Southern Staircase Replacement; prioritize on long-term capital planning list due to H&S concerns

Schmanska Park Playground Accessibility & Park Safety; add notes to Schmanska Park playground replacement on capital list requesting accessible rubberized surfacing be installed at this playground

Lantieri asked if there are savings below the budget, if those funds would be rolled over or put in general fund if under anticipated, Madalinski stated have a contingency but ideally come in on budget or under and recommend any remaining be put in emergent needs, which goes towards things that come up that were not planned for such as burst pipe and sometimes put toward benches or picnic tables, fencing, more flexible line to support maintenance teams as well as communities.

Sauve said in terms of funds going back to general funds, it would always stay in PFP funds and would go back into that account, never general fund.

Roosevelt Park Resurfacing;

Traverse said in the past few years a group had been looking into the Roosevelt courts and asked if the group had been approached regarding the project. Sauve stated this was part of the comprehensive plan when constructed not an observation of boundary and how effects connections to community and the edge of the park, will be looking at that, have official survey and will look at the park as a whole.

Madalinski said with resurfacing it is best practice and it will make best surface for use.

Lantieri asked how tight to the letter do the funds need to be, can the funds be a bit flexible or specifically for resurfacing, could you use for nets if needed. Madalinski said probably not that specific but it very much toward the actual court would likely fall under the purview.

Pomeroy Tot Lot;

Traverse felt awesome, his daycare used the park on occasion and thanked for bringing forward.

Bike Path/Greenway Etiquette Campaign;

Lantieri asked if any extra money could round out the campaign and Madalinski stated he did not have the numbers currently and if to do internally it is more a matter of staff time not so much funds, not sure if hired out, probably more than \$3000, did not have hard numbers. Spoke of social media, Facebook and broader video campaign.

Farrell said he felt great timing given what many had previously said about speed limits and etiquette on the Greenway, felt a great direction to go.



Lantieri asked if it could be pulled in with wayfinding and Madalinski said he had a conversation earlier and said it is possible and some money aside for updating some signage on wayfinding, more map signage for amenities.

Duke felt a good idea and asked if would do a community type engagement with other entities to involve others to get the word out and Madalinski said a good idea and would like to get others involved, would be helpful and potentially work on some concepts to have an idea of what would look like and could find ways to improve.

Skate Park Lights

Lantieri asked by shifting over to long-term timeline wanted to know about how long and what the process would be and Madalinski said very hard to have a firm commitment as you never know what will happen with funding and what other emergencies will come up, just insures on radar and projects that are planned to be tackled and trying to find funds is often tough. Sauve also stated very high price tag if on list would not be much else that could be done. Not impossible but hard with lots of playgrounds that need to be replaced and attention to add another item to an existing site.

Traverse said seen request similar and in reviewing a request for lighting asked if a temporary situation had ever been looked into, either for this project or others, Madalinski said yes periodically, personally spent time taking care of Calahan rink and looked into and not a lot of good cost effective good lighting. Stated if you don't light adequately you can create a worse situation and need to create good illumination. Temporary and generators tend to have a pretty high ticket cost per unit, still pretty costly, to get the level needed would be large investment and then diesel fuel through the night, along with noise and emissions. Do look to add when possible, such as at Leddy, got a good price and staff put in the actual fixtures.

Motion to approve the recommendation by the department by Farrell, second by Johnson, motion carried.

Standing Item: Report from Commission on Volunteer Hours

Farrell had an extra hour with Foundation, at pocket park 2 hours, total 3, Lantieri extra 2, Duke had additional 1 hour, Traverse had additional 2 hours.

Director's Items

Wight mentioned opening at Oakledge December 16th, 3:15pm at Austin Drive entrance and then Flynn, said the Red Hot Chili Dippers might attend, Saturday at 1pm the Gift at Leddy, Park Foundation will support Redstone Cottage with funding, looking for family match, coming back in January with signage and if changing speed will need to vote to repeal and go with safe speeds language, showed the signage of what staff had been working on for greenway signage rules and etiquette.

Lantieri asked if standing item could be added to agenda for Volunteer Opportunities

Commissioner's Items

Farrell stated the Champlain Street Pocket Park information gathering went well, most would like some lighting and for passersby a lot of interest in keeping as a playground and things for kids would be really important, most common was sprucing up and cleaning. Lantieri said spoke with many people in a short amount of time general consensus was for lighting on programming and cleaning up for children's space.



Wight said going through files and in 1995 Director brought forward to sell that piece of property and the community fought to keep.

Adjournment

Motion to adjourn at 7:21pm

HARBOR COMMISSION MINUTES

The meeting was convened at 7:21pm by Traverse

Approval of Agenda

A motion to approve the agenda was made by Farrell, second by Hurley, motion carried.

Park Field Fees

Moreau stated been at least 7 years since increased hoped to have more investment done before increased but still below others and want to continue to give access to all.

Farrell felt very modest and no reason not to support.

Moreau also added that she was open to answering any questions regarding the new Park Rangers positions and gave some information on the progress to date about the new jobs that were added as well as the supervisor and what the positions will provide to the division, particularly some decrease in bad behavior and increased education.

Farrell asked if there was an ideal profile and Kaeding said anyone with park experience, would like to see someone that has been in the department and a lot is talking with people and talking skills will be high on the list, past park, state or federal. Moreau said for education made broad, history background could be very good, traditional park background, non-profit. The position would reflect the mission of the department.

Moreau also stated would like to have a future conversation regarding the bond failure and the waterfront is lacking representation, feels Boathouse is functioning year to year and will fail soon, at current rate rusting out should have failed 5 years ago. Without bond or capital support and at crossroad as to what to do. Stated needs investment as will not be able to operate waterfront and campground without investment. Encouraged all to be engaged and raise level of awareness of the Boathouse failing and not operating, said need to get creative and other opportunities, working on grant currently. Asked if an opportunity to get more money from PFP or another bond what the Commission support would be.

Hurley asked if Moreau had talked to the State or Federal regarding new bill, Wight said bridges are what is the focus and it is very specific, nothing that she has seen yet that would relate to waterfront or beaches, the overpass might qualify for funding and a lot also requires a match and currently don't have a match either for some of the funding. North Beach, since new money, might not require a match.



Farrell said that Leahy is currently asking for requests and suggested reaching out and explore options with that department.

Hurley suggested Northern Boarder Regional Commission is another source to look into for funding.

Motion to approve marina fees as recommended online by Hurley, second by Lantieri, motion carried.

Wight showed a comparison of usage at the marina and campground from 2018 and 2021. The marina did not make up the difference from Canadian usage, however the campground made it up with a little increase in all other users and none from Canada.

Adjournment

Motion to adjourn at 7:51pm by Traverse

DRAFT