BURLINGTON
PARKS
RECREATION
WATERFRONT

AMENDED AGENDA
PARKS & RECREATION AND HARBOR COMMISSION
December 5, 2017
GORDON H. PAQUETTE ICE ARENA, LEDDY PARK, 216 LEDDY PARK ROAD
5:45PM

I. Approval of Agenda

II. Consent Agenda
    A. Action Item: Approval of Minutes of November 14, 2017 Meeting
    *waive the reading, approve the minutes and place them on file

III. Presentation: Oakledge Universal Playground, Groundview (verbal)

IV. Public Forum (Time Certain 6:00PM, 3 min. per person time limit)

V. Action Item: Disbursement of Conservation Legacy Funds to Lake Champlain Land Trust (verbal)

VI. Action Item: Great Streets, Street Design & Construction Standards, Meagan Tuttle, Planning & Zoning (verbal)

VII. Action Item: FY19 Proposed Budget (attachment)

VIII. Discussion Item: FY19 Proposed Capital Plan (attachment)

IX. Update Item: Parks Foundation, John Bossange (verbal)

X. Director's Items

XI. Commissioner's Items

XII. Adjournment

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PARKS & RECREATION AND HARBOR COMMISSION
Minutes
December 5, 2017

Commission Present: Bossange, Kaplan, Hurley, Hale, Healy, and Montroll

Staff Present: Wight, Safavi, Adams-Kollitz and Putzier

The meeting was convened at 5:49 p.m. by Commission Chair Kaplan.

Approval of Agenda
Motion made to approve the agenda by Hale, second by Healy, motion carried.

Approval of Consent Agenda
Hale read aloud with the motion included, motion made to approve the consent agenda by Healy, second by Bossange, motion carried.

Presentation of Oakledge Universal Playground
Julia Wayne, committee member of PEASE, presented in 2011 introduced herself
To new members. Committee is under early childhood educators and mission was to create first universally accessible playground, presented to Commission partnered with BPRW, while providing access that exceeds ADA and other guidelines, spent a lot of time researching and working with other organizations to see what the community is missing that is universally accessible and basically everything is missing from Burlington. Want to make fun and not exclusive.

Kaplan added that when first discussed this idea her children were in preschool and now in college it has been a long time coming. Bossange added this initiative has not followed the norm for the schools.

Adams-Kollitz introduced himself, stated he supports the initiative with the original PEASE group as well as the developers. Mentioned the master plan that asked for a universal playground, trying to move the project forward, all of the projects are reflected in core values as well as PFP and mission of the department. Did a siting study in 2015, inventoried, ecology, what should be downsized, looked at existing uses, existing playground and natural areas and then put out RFP for the Oakledge Universal playground, were looking for an extraordinary designer and found Groundview who will explain the proposed plan that has been in the works for about a year and half.

Eden and Will from Groundview introduced themselves, stated they have been working with BPRW and PEASE to come up with a universal design. They presented to the group, several images, equitable use regardless of your abilities, flexible use, can be used by different people in different ways, simple and intuitive that you know how to interact with when you see, intuitive that show a pattern or design and tolerance for errors, looking at safety zones, low physical effort, clear and open path to get from one activity to the next, as well as size and space available.

Three public workshops happened, brainstormed at the first one, presented two different concepts at the next meeting then came up to a preferred design.

Will presented the preferred design, started with the existing conditions, showed the proposed area and how it would look from above aerial view. Done all the design work and now getting more community input and have two or three more elements to be added, looking for another kinetic activity and another rope pull element specific for wheelchair users.

Safavi stated that while Groundview has been looking at different pricing and funding and came up with parts that can be done separately, the goal is to get done in one construction season and can phase in the purple sections; decking and some other areas that are not directly connected to the play area. Later in the meeting will go over the capital plan and looking to have some funding and with the help of PEASE funding would also go out to other donors to help fund, all details are still being worked out and will be coming soon. $150,000 from PFP over two years, which would leave about $600,000 to be raised over two years.

Hurley asked about lighting and said it seemed like very little for very young children and asked if could have any lighting incorporated in the project, told lighting is incorporated into the plan and the intent is to light without making light pollution that would affect anything outside of the immediate area.

Safavi said the next step is to finalize MOU with PEASE and look into fundraising and exploring if certain pieces make sense, put up a teaser, fundraising is next and finalizing a construction design and would combine with the bikepath construction to save money on having them happen at the same time. Need Commission to spread the word and keep putting information out to others. Julia added a feature that makes restrooms more accessible from the bikepath and mesh well together in that specific area.

Hale asked if any opportunities to move some of the structures to other areas of the bikepath or is it very specific to Oakledge and Safavi stated inventorying everything and will have all ADA accessible, taking it further to make sure that it fits in well with other areas. Safavi invited Hale to help with the project certainly would love to have and advocate and Hale said she has seen firsthand and is totally on board and would be happy to help in any way.

Kaplan said have a new 5 year disabilities grant with the State Health department and said should talk about the intersection with chronic disease and accessibility, Kaplan would be happy to be a conduit to help as well.

Hurley asked if they have a Facebook page and Julia from PEASE said working with a marketing person currently to have more soon. Liz stated that waiting to have MOU and everything in order and specific before putting out to public.

Public Forum (Time Certain 6:00PM, 3 min. per person time limit)
Public forum opened at 6:34 p.m. by Commission Chair Kaplan.
Seeing nobody from the public, the forum closed at 6:34 p.m.

Disbursement of Conservation Legacy Funds to Lake Champlain Land Trust
Cahill stated he was requesting a formal vote regarding disbursement of funds to Lake Champlain Land Trust for an easement of 20 acres in the amount of $32,920 that abuts Arms Park. Would have a letter of agreement with diocese as to how the land would be managed and from conservation perspective.

Motion to approve the disbursement of Conservation Legacy funds in the amount of $32,920 to the Lake Champlain Land Trust for a 20-acre conservation easement by Bossange, second by Hale, motion carried.

Great Streets Street Design & Construction Standards
Meagan Tuttle, Planning and Zoning Comprehensive Planner, Laura Wheelock, DPW Engineer and Kirsten Merriman Shapiro, CEDO Projects and Policy Specialist, introduced themselves to the group. Explained why doing and a function of departments and how it had been an interesting exercise bringing everything together. Shapiro explained they would be looking specifically at street management and how it relates to BPRW.

Working through charter two ways Commission has action, have authority to plant trees and to regulate what is on the greenbelt. Can control the space where planted. Authority to plant trees, have identified 40 trees that would/could be appropriate for downtown planting, very big range, questioned and felt that having a larger range of trees would be more beneficial. Spoke about authority to regulate the area between the sidewalk and the curb; some are concrete areas, DPW authority unless it is a dug out area or grass and green area which is BPRW, much transition to a tree belt versus a green belt. Also gave details on tree planting trying to make sure planting in a consistent way to make successful, very specific ways to plant trees, permeable and street pavers. Trees work hand in hand with the storm water management, number of swale options, want to make sure not inadvertently placing benches, trash cans etc. and how far away can be to protect them, trees specifically.

Working on for about 18 months, feel strong support and will be taking to City Council for overall support. Asking Commission to take action on specific section regarding trees and green belts.

Wight asked if Spinner was involved in the process, told yes.

Motion to approve the proposed Great Streets plan as it pertains to Trees and Greenways by Hale, second by Hurley, motion carried.

Hurley asked about the trees in front of the courthouse and what happened to them, told they were damaged in the windstorm and after further evaluation, it was determined due to the age and condition it was necessary to have them removed.

Hale asked about some of the smaller trees on North Street that have not thrived and what the plan would be. Safavi stated the tree team did a whole inventory of trees, issues, need for pruning, 5-year plan and taking to cloud based system. Having the data will help to improving the urban forest moving forward.

Bossange asked if the Church Street Marketplace is responsible for their area and told yes, they will handle. Safavi said not allowed to do anything with Marketplace trees, the Marketplace has its own charter and commission that govern the trees.

Bossange asked if have a prioritization of where would start and told first two streets are St. Paul and Main and Main Street, other streets would be Bank and Cherry, most new sections of construction projects and streets that are being developed.

Wheelock stated costs upward and over $1 million a block.

FY19 Proposed Budget

Wight said bottom line is on page 4. She went through some divisional bottom line items with revenues and expenses; $71,400 total loss of revenue is from a combination of a State grant that the City has received and is going to early education, Waste Water is contracting out their own mowing and trimming and will not have that revenue. Page 5/$64,000 difference in Admin division; every 4 years should update your website, $50,000 for retirement was built in, capital lease is reduced per Treasurer. Page 9-10 Recreation division has a difference of $30,000 for setup of new Old North End facility. Page 11, Waterfront division has increase of $10,000 for seasonal staff. Rec facilities, both Leddy and Miller Center have minimal if no change. Have presented an FY18 amended budget as well as the proposed FY19, listed North Beach with lifeguards, extending the season per prior year issues and what costs would be. Do not have all information. Would find the money for updating Rec Trac on-line management system, staff is committed to fixing this issue.

Bossange said it was an election year, feels Mayor will be flat lined and recommended shifting money and starting the process of prioritizing and getting ready for cuts.

Kaplan said she looked at two fold in terms of transparency would like to know the reasons to explain to public and to know how to answer, would like to know why important and what it means for the City. Important to get the message out as well as the numbers.

FY19 Proposed Capital Plan

Safavi explained she had handed out the FY19 Capital Plan, mainly system wide improvements and is a draft, understanding how much have to work with in each category to coordinate where end up. Very different, including funds in the PFP for two years in the amount of $75,000 each year, Park Impact Fees are highlighted in pink, several items are covered in several areas that cross over.

Under the 10 Year Capital plan; bike path improvements wrapping up phase 2, open in late December, do press event and for those interested invite to opening. Focus on relocation of bike path from College to King Street and would force to relocate, currently trying to get on contract now to be proactive and can coordinate one construction time, designing southern section of the bike path, North Beach overpass working on proposal, improved grading and turf at Waterfront Park, pause places at Leddy, North Shore, may have to do more planning with Starr Farm location, more Leddy entrance work as a gateway, the staircase that goes to the beach along with an ADA access to the beach from Leddy, Appletree tennis court improvements, other annual upgrades , such as tree belts replacing and removal of, additional money in bond that supplements Tree divisions budget, vegetation management. Doing land side of the lake development design looking at Perkins Pier or the waterfront in general, several consolidated to decide how to proceed for land side production.

TIF/Grants/Donation; City Hall Park is on for FY19 budget, who will manage, will be more and more involved moving forward, 10 year capital project would be maintenance facility for North Beach Campground redesign. Construction of former Burlington College trail, to connect from the bike path up to community gardens and park.

Bossange stated that in the past have set up public process for input and asked if went through the process and ranked all projects. Safavi stated do not have a deadline any longer for public to get in requests, rather the department looks at all the requests that come in on line through the course of the year.

Bossange asked about the art installation and if there is specific criteria, Safavi said looking more at planters, structural items that last through the seasons, another idea was having a competition of coming up with a design for them. Park Impact Fees (PIF) $160,000, wanted to know if normal and where usually are, Safavi stated need to confirm the money is that amount, not a definite, varies. DPW has given a three-year average.

Bossange asked if the City would need to use eminent domain to access from Vermont Railway, Safavi said stance is don't like to approach with that trying to use some of bike path funds and what consequences are and cost and start communicating with land owners.

Bossange asked about Queen City Park and if it was South Burlington and Safavi stated additional work to include the entirety of the bike path where it connects. Suggested starting at Austin Drive and go North from there with the bike path.

Parks Foundation Update
Bossange handed out the 3rd Annual Report and gave a brief overview before it was mailed out to the public.

Director's Items
Wight stated the City Attorney would like to get on the next agenda to speak about specifics regarding open meeting law requirements and other updates. Vermont Youth Conservation Corp working with AALV have a grant to get 8 kids hired.

Commissioner's Items
Hale going to conference to speak about different photography on the trails.

Hurley said no real major changes happened at the Events Advisory Committee last night, would like to have some guidelines to balance the number of family events, alcohol events etc. to keep balanced. Hurley would like to put times on the side of the Commission agenda as well as names of who the presenters are on the agenda moving forward.

Montroll stated revamped the way doing Student Council and will have a table during lunch and if anyone has questions pertaining to Parks and Recreation in any way he will be in touch.

Kaplan stated City email has not been working and had to have done in a way to get forwarded, that is the only way she could get it to work, the server for the City is the problem of why it is not working properly. Kaplan asked if the Director could place a request to the help desk and potentially have them come to the next meeting to explain how to log into email properly.

Adjournment
Motion to adjourn at 8:03 p. m. by Hale, second by Bossange, motion carried.

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