



PARKS & RECREATION COMMISSION
Minutes
August 9, 2022
Parks and Recreation Commission

Commission Present: Farrell, Hurley, Lantieri and Wiseberg

Staff Present: Wight, Cahill and Putzier

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

Approval of Agenda

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

Approval of Consent Agenda

Cameron Lauf, Executive Director at Turning Point, explained a bit about the event, did last year as a trial and hope to blend recovery community with those recovering. Hope to have a strong collective event. Free Henna tattoo's.

Vermont Maple Creemee Company looking for access to parks, specifically Oakledge and Perkins as well as the ADog Skatepark, not permanent.

Spokesperson from Love, Kelly stated the objective of the event is building community, would work with an in kind music company and spoke with Jolley who will sponsor free drinks. Performance will be from a former Burlington High School student that signed to a label. City Hall Park, Love Concert.

Hannah Hartman, organizer of Car Free Day, will host event at City Hall Park to celebrate Burlington as a walk, bike City and promoted for shared students, lots of tabling from non-profits and Ben & Jerry's will sponsor and give a free ice cream.

Kelly Butts, also with City Hall Park Love event, has done several music events, great opportunity to have kids in High School have a voice that might not have a voice otherwise. A lot of underlying segregation that happens and love to have support on this for changing lives and particularly in the middle of town.

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

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:00pm

Seeing nobody from the public, Public Forum was closed at 6:00 pm

Community Garden History

Cahill explained his background and how celebrating 50 years of gardening and planning all kinds of events associated with that. Taking further than just Burlington but a very broad history. Sept. 11, Garden Harvest event at Ethan Allen Homestead at WVPD, Sharon Bushor and Bonnie Acker were helping with the event and also helped to create the poster Cahill was using as a backdrop. Did a documentary, may not be just one, trying to decipher best way to use the footage and documents collected to date. Lots of very interesting story telling from that. Jim Flint was and has been very



instrumental in the State as well as Burlington and has been doing a lot of deep research on the topic and history. Very dynamic and wants to share some context.

Been doing programming with others and wanted to share the efforts and invite to the event, 4-7pm on Sept. 11th. Programs and activities and music closer to sunset, Jenny Johnson will be doing much of the music for the event.

Lantieri asked if found anything in particular that has really stuck with him and Cahill said one of the interviews would like to do is with Bernie Sanders, as he was part of the gardens from the first inception. Also said that he was instrumental in getting funding in the school systems, long time in the making to get to happen. He supported from administrative and programmatic to find a home for the gardens.

Wight asked if Cahill would like to share the website address information with all and was told yes.

Brave Little State or Vermont Public was suggested by Hurley to reach out to and get more information and the word out and featured.

FY22 Commission Report

Hurley asked if all had a chance to look over the report and Wight said could use digital signatures on the report.

Farrell said it was a great report for all to look back and see what has been done in the past year all in one place.

Hurley noted that every year on the Commission the challenges seem to be the same but it is a good problem to have. Would prefer to have that rather than a bad budget or real critical issues.

Motion to approve the annual report by Lantieri, second by Wiseberg, motion carried.

Standing Item:

Report from Commission on Volunteer Hours

Johnson had 1 hour, Lantieri had 10 hours for Champlain Street, Hurley had 1 hour additional, Wiseberg 1 additional hour

Report on PACC Dog Force

Wight said met at Oakledge in person for the first time, have off-leash sub-committee Wight is on and continue to make progress, working on survey and coming along.

Wight explained Dog Task Force was created and it was not just in parks and that is why several sub-committees. This is a recent committee and some of the pieces that are being worked on are part of the past park issues.

Report on Parks Foundation

Wight said new members are all starting as originals termed out and Brooke Gilman is the new Chair, has a strategy meeting coming up at the end of August, Brian Lowe and Brooke are meeting with Mayor ahead of time to discuss the different issues.



Director's Items

Wight said main item is to recognize the issues going on in the parks, incredibly challenging, from Mayor's office down, very hard, press release of 35 windows smashed on houses on specific streets, city trying to figure out how to deal with. How to handle parks and heard it is the worst it has ever been. City is trying to figure out, major societal issues and not just Burlington.

Did a lot of cut back of brush to try and limit by wastewater to alleviate usage of public spaces. Sarah Russell is working on prioritization of moving people that are camping and it is continual and very hard and complicated. Policing is very difficult and last time had to commission community officers and working on.

Amazing Champ Camp season, every week was full with a waiting list, had some free sports camps with additional funding from kids matter and school district, last two weeks of the summer started doing special program PAL camp. Last Beach Bites event is tomorrow, Wednesday, August 10th. Enterprise funds to discuss with CAO about the waterfront for marina and beach, which runs more like a business.

Commissioner's Items

Lantieri said he had been working on the Champlain Street Park and BPRW had been working on doing a master plan on the park, very small with playground and some community garden boxes that have fallen into disrepair. Said got a bit stuck during Covid and Lantieri moved to the area and helped to volunteer and leverage the funding and been slow going but got SPARK grant and CVOEO funds and some hard labor and cleaning. Full of pollinators and others currently now.

Lantieri wanted to speak about the Bike share, Wight said currently the bikes belong to BOLT and after 30 days the City could take over and would have to find out a way to deprogram the bikes and see if any interest in a bike share from others.

Wiseberg said he posted in public forum (south end) for input as a commissioner and said he used the app to report graffiti and was not sure what the process was and how it works. Wight said gets reported to Parks and a work order would get done and it would be by prioritization. Said very good to have in c-click-fix as it is in the system and will get done eventually. A lot of upkeep issues with poison ivy and keeping the park clean, care of the Oakledge beach, dogs and glass in particular, add pickleball courts and better upkeep of the tennis court.

Adjournment

Motion to adjourn at 6:41pm



MEMO

Date: September 13th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Jazmine Berard Special Use Permit for September 23rd, 2022

Request for a Special Use Permit and waiver to allow for amplified sound at Oakledge Park.

Jazmine Berard has rented out the Upper Shelter at Oakledge on Friday, September 23rd for a celebration of life.

They are requesting to have a DJ perform with amplified sound from 5pm – 7pm.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: September 13th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Emily Corwin Special Use Permit for September 24th, 2022

Request for a Special Use Permit and waiver to allow for a performance at Baird Park.

Emily Corwin has secured a permit to hold a community block party in Baird Park on September 24th from 4pm – 6pm. It will be free and open to the community.

They are requesting to have the Afro-Brazilian style percussion group called Sambatucada perform from 4pm – 5pm.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for performance.



MEMO

Date: September 13th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: GBGSL Special Use Permit for October 15th, 2022

Request for a Special Use Permit at Calahan Park for a waiver to allow amplified sound.

Greater Burlington Girls Soccer League (GBGSL) will be holding their annual end-of-season Jamboree at Calahan Park on Saturday, October 15th. GBGSL has been using the Calahan Park soccer fields for their Spring and Fall seasons since 1997. At some point during the Jamboree, all of the players and their coaches plan to get on the field and dance to current pop songs and the Macarena together, usually resulting in a very long conga line.

The amplified sound will take place between 10am and 1pm, and will consist of music from a playlist and announcements. They will be informing the surrounding neighborhood via Front Porch Forum ahead of the event.

Contact for the Jamboree is David Berman.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – September 2022

Department accomplishments and notable staffing developments since the last report?

- September Work Anniversaries – Richard Bailey (20), Jon Adams-Kollitz (10), Al Letzelter (24), Steve Bachand (21), Cindi Wight (5)
- Welcome to one new employee – James Allison, Customer Service at Miller!
- Kirsten, Cindi, Jen and Melissa heading off to the National Park and Recreation Conference in September
- Al and Steve from the Grounds team heading to a regional park conference in September

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

- Halloween Howl and Halloween Bike Ride – stay tuned for dates and times!
- 9/11 Sunday 4-7pm - 50 Years of Community Gardening Harvest Festival

Recreation Facilities Division Update

Leddy Arena

- Summer programming has just wrapped up and we are already gearing up for our busy fall/winter season at Leddy! September sees the beginning of our first session of group skating lessons, to include our popular Itty Bitty classes for ages 3-5 and programming for youth and adults, beginner through advanced.
- Welcome back to returning hockey groups, including Lumberjacks Junior Hockey, Glades Youth Hockey, Dynamo Hockey, Champlain Valley Skating Club, Girls 4 Hockey, UVM Men's and Women's Club hockey teams, UVM Figure Skating Club, GameOn Sports Broomball League, St Mike's Men's Hockey and numerous private adult hockey groups.
- City Council approved a change to our staffing structure at the Arena, which will provide a similar career ladder as other divisions within the Department. We have posted to hire a Working Foreman, a new position that will provide additional support to the Recreation Facilities Superintendent and maintenance staff, and will still also have one Maintenance Specialist and two Maintenance Workers to round out our staff.

Miller Center

- Miller Center welcomed our new Customer Service Associate, James Allison, who began with the Department on August 29. James comes to Miller with a strong customer service and retail background. James is also a Master Gardener and a New North End resident and was the unanimous choice of the hiring committee. Welcome James!
- As the weather begins to get cooler, activity will pick back up again at Miller. September programs include our free walking program, pickleball, line dancing, table tennis, power soccer, sign language, Me2

Orchestra's weekly rehearsals, as well as Sara Holbrook Teen Center's daily afterschool and evening programming.

- The City and Frog & Toad Childcare and Learning Center just signed another five-year lease for space at the Miller Center. Frog & Toad has been an incredible partner at Miller and we are thrilled to continue this relationship for the foreseeable future!
- Janira Cartagena-Aponte, our Office Assistant, will take place in a two day "Verbal Judo De-escalation" training program offered through the Human Resources Department.

CORE

- Very Merry Theatre starts back up in September with 13 (!!!) different fall programs, for ages 3-18. Some of their offerings include musicals such as "Where the Wild Things Are" and "Oklahoma", a cabaret class, "Romeo & Juliet" for teens, costume creation workshops, and preschool "play" time. We are pleased to offer a venue for their creative and highly popular programming.
- Melissa Cate, Superintendent of Recreation Facilities, will attend the National Recreation & Parks Association's annual conference in Phoenix September 20-22. Melissa was selected to serve on the NRPA Awards & Scholarships Committee and will attend the "Best of the Best" Awards ceremony as part of the conference.
- September will also see the return of Burlington School District's City & Lake Semester program which meets two-three days a week at the CORE. "The Burlington City & Lake Semester is an award-winning semester program for Burlington High School students. We use the city as our classroom, exploring the people, places, problems and possibilities of our community. We ask big questions, learn a lot about the real world, and have fun together. Students find their voice and their power as they work with leaders in city government, business, nonprofits and the arts on a variety of projects. We focus on five core themes: Sense of Place, Community and Identity, Civic Engagement, Social Justice & Sustainability"

• Park Division Update

Park Administration

- Skate park work is expected to begin in September
- Participation in houselessness work group and larger city-wide meetings
- Lighting contractors will be meeting with the Dept. in October for the closeout of the first phase of Frame.
- Working on filling multiple full-time positions including Project Coordinator, HVAC Specialist, Cemetery Working Foreman, and Cemetery Maintenance Worker.
- Conducted Hazard Mitigation Safety Training for 35 park full-time and seasonal workers.
- Initiated Starr Farm Park Irrigation and field upgrades for FY23
- All groups have participated in regular encampment clean-ups and removals

Conservation Program

- Ongoing development and rollout of the 50th anniversary of Community Gardening in Burlington.
- A Tommy Thompson plaque was made to commemorate Tommy Thompson's contribution to the community garden and was installed on a stone near the entrance at a ceremony on Thursday 8/30 at Tommy Thompson Community Garden

- Shoulder improvements were completed in August along section 0 of the Greenway.
- Signage Installation Underway – Arms Forest Wayfinding and Bike Path etiquette
- Continued Support and Participation in the Burlington Wildways Coalition. Learn more about [Burlington Wildways here](#).

Central Facilities Program

- Welcome back to Ryan Alger as the City's new HVAC Technician.
- Team completed Blood Borne Pathogens training.
- Custodial team spent extra hours cleaning the outbuilding at Schmanska Park due to vandalism.
- New storage space claimed to keep voting equipment protected.
- Delivery set up and tear down of primary voting equipment.
- Painted window trim at 200 Church Street.
- Facilities Manager completed City of Burlington Leadership Series and updated CJIS Training.
- Replacement exterior doors installed at 645 Pine.
- Basement water mitigation work completed at the BCA.
- Investigation started with engineer to fix venting challenges in 645 Pine locker rooms.
- Toilets in City Hall upgraded to automatic flush.
- Overhead doors at Pine Street serviced and repaired.
- Planning started for security door readers at 200 Church.
- Measurements taken for replacement carpet at BPD.
- Planning started for restoration of historic exterior doors and arched windows in City Hall.
- Investigation to repair window wall at Library.
- Interviews completed for HVAC Specialist and Project Coordinator positions.

Trees and Greenways Program

- Ongoing maintenance of landscape beds and rain gardens throughout the City.
- Provided support for cleanup of abandoned encampment site at Perkins Pier.
- Responded to resident requests as needed.
- Ongoing watering of newly planted trees throughout the City.
- Supported DPW with pruning and removals related to paving and sidewalk work as needed.
- Responded to storm damage on 8/27.
- Ongoing pruning of designated streets.

Park Facilities Program

Moving election equipment



Cleaning at Schmanska Barn



Storm damage

Appletree Park and Lakeview



- Poured footings for the parking meters at Leddy Park.
- Installed new electric service for art installation at Dewey Park.
- Repaired and cleaned Tree House at Oakledge.
- Repairs to Schmanska Barn. These repairs will continue into Sept.
- Kurt and the event crew worked the Dealer.com event, A-DOGG Event, and the Dragon Boat Festival.
- Low lake level required more than usual dock adjustments at the marina.
- BED repaired Perkins Lighting with new LED bulbs which will be much brighter.
- Many work orders to support the dept.
- Exciting note: Jake rescued an opossum from the bowl at the skate park.

Cemetery Program

- The Cemetery Program advertised for two positions and will be conducting interviews shortly.
- Between the start of the new fiscal year and September 1 the cemetery completed around 22 burials (17 cremation, 5 full).
- Within that same time period there were 11 lot sales at Lakeview cemetery for lots of various sizes.
- The Howard Center has planned a work day on September 10th for stone cleaning and righting in the Home for Destitute Children area of Lakeview Cemetery. VOCA (Vermont Old Cemetery Association) will be spearheading work.
- Ground and maintenance staff is in the beginning stages of damage and storm water run-off work in the Muslim section of Lakeview Cemetery.
- Seasonal grounds staff continued to maintain the three city cemeteries.

Grounds Maintenance Program

- Successfully completed field and sports field maintenance for youth baseball leagues, including three postseason little league tournaments held at Calahan, Roosevelt, and Schifilliti Parks.
- Seasonal mowing and trimming crew has maintained all required areas.
- Seeding and feeding have occurred at athletic fields and Waterfront Park.
- Volleyball Courts at Oakledge received new sand and will be improved in the fall with a new stanchion(s).
- Conducted cyclical inspections at our park playgrounds.

Running power to Dewey Park



Planning Division Update

- Projects Progressing:
 - **Calahan Park Playground:** New playground installation completed. We are aiming for an 'official' opening later in September!
 - **Champlain Street Park Redesign:** Waiting on new fencing for installation soon. Working on pricing out lighting and installing. Work on procuring playground equipment is next! Working with Nate L. on identifying funds for seating area.
 - **Kieslich Park:** Continued work with consultant team at Cambrian rise on finalizing documentation needed to bid out the construction of the connection to the Greenway in 2023.

- **Leddy Park Comprehensive Plan:** Ecological assessment drafted by the conservation team. Lots of valuable information about the story of vegetation at Leddy has been provided. Need to identify a way forward with the planning process. Tabled at Leddy during Beach Bites to garner information on placement of playground, pavilion size and location, additional feeds and connections east-west. Lots of good discussions!
- **Leddy Pause Place and UVM Fitness Equipment Pad:** Working with consultants on updating drawings to bid out these remaining parts of the Greenway rehabilitation and to build the second bioretention area at Leddy as part of our Greenway Phase 3 stormwater permitting with the state (ongoing).
- **Oakledge for All Universal Access:** Contracting wrapping up to begin construction. Hope to have a schedule soon! Playground equipment has started to arrive. Working with consultant on cost estimating restroom renovations. Fitness equipment ordered and will be installed in late fall.
- **Roosevelt Park Comprehensive Plan:** Will be working on a public outreach strategy for the fall.
- **Schifilliti Path:** Public outreach held in late June. Now in NEPA review with the State of Vermont.
- **Wayfinding:** New signs coming soon to six parks!
- Projects supporting other divisions/ departments: (abbreviated)
 - Playground Equipment and Compliance
 - Survivors of St. Joseph Orphanage Project
 - Great Streets/Main Streets

Waterfront Division Update

Marinas, Harbor & Parking

- Leddy kiosks are installed. Since paid parking would end after Labor Day, staff will continue to work on rolling out a successful Spring 2023 parking campaign. New signage that aligns with DPW parking standards are being designed, and will be completed by the future BPRW Communication Manager. The gate arm at Leddy has been challenging to operate, and requests are in with the manufacturer to address this. We want all systems (kiosk/signage/gate arm) and staff fully ready to set up Leddy for success.
- We have seen an uptick in boat reservations with the Canadian border open this year. The “Construction Holiday” felt like pre-pandemic times, with strong reservations and selling out on the weekends. **The Boathouse also hosted a “poker run” of fast speed boats that congregated at our marina and held a fundraiser for Camp Ta-kum-ta.**
- The Marina added enhanced Wi-Fi at the Boathouse through Verizon, both for seasonal boaters to use and as a paid service for transient boaters. This greatly improves the deficient free Wi-Fi that is currently available. We’ve received positive feedback on this from our seasonal boaters.
- Security at night continues to be an issue. We’ve added security cameras at Perkins Pier, utilizing wifi jet packs, to hopefully cut down on the break-ins and unwanted activity. Future investments in gates and other security measures will need to be considered, as our marinas are greatly exposed at night.



Campground & Beaches

- The Campground continues to be very busy, with high reservation rates with low availability. We expect business to drop a bit during the weekdays after Labor Day, but our weekend reservations look strong.
- The full hookup sites are fully booked until the last week of the season which shows a need for more of these sites. We have had many inquiries about cabins this year due to the rising cost of hotel rooms in the area. Improvements at the campground would be a great investment! Staff will be visiting a local supplier of built cabins this month to inquire about how soon we could afford to start placing them at the Campground.
- Cyanobacteria: We will continue to monitor our beaches closely, as our water temperature is still warm, which means we could see more blooms on hot, still days. Until we see consistent low temperatures at night, blooms will remain possible into the Fall.

Events

- We are ¾ of the way through our scheduled Waterfront Park events. Kudos to staff for a successful campaign so far, as we just wrapped up a busy stretch of multiple events.
- Insurance compliance continues to be difficult for producers to deliver to the City. Significant back and forth conversations occur, per vendor, per event, to ensure we receive proper requirements.

Remaining Events

September 9-10	Antique & Classic Boat Show
September 18	Pride Festival
October 22 or 29	Run Vermont

Urban Park Rangers

- The Rangers have been deep in the unhoused conversations and actions of encampments in the parks. This has occupied more time than originally planned for the Lead Ranger position due to high need and staff vacancies in other areas, leaving large portions of the Ranger position untouched. We hope to see more balance for this position as we head into the Fall.
- The encampment sites continue to pop-up, as we are often encountering the same groups from one site to another site. Real solutions need to be in place, as staff often feels as if we're going in circles. The staff impact on this is real and significant, with verbal abuse and threats, personal safety jeopardized and copious amounts of needles in the encampment sites. Currently approximately 90% of the lead Ranger position is dedicated to issues of the unhoused. Thankfully conversations City-wide are being had, but we cannot reiterate enough that real solutions are needed, and fast.
- Neil Preston, Lead Urban Park Ranger took WCAX on a bike tour and let

Burlington urban park rangers on a mission to assist, educate visitors



them shadow their work for a day. This was a great segment shining a light on their impact.
<https://www.wcax.com/2022/08/15/burlington-urban-park-rangers-mission-assist-educate-visitors/>

Adventure Camp pictures – they had fun!

Recreation Division Update:

Recreation had a very successful summer providing a variety of programs, camps and events. Due to receiving several grants (VT Afterschool, No Kid Hungry, BSD Covid-19 Relief) we were able to offer many more free programs in summer 2022 than any summer in recent memory. The last of these programs were put in place to address the childcare challenges families have at the end of August. The first two weeks in August we offered all day sports and Recreation & Nutrition camps, we had 88 participants. In the final two weeks of August we offered two weeks of outdoor adventure programming, we had 40 participants traveling to sites around Vermont.

The fall recreation brochure is now available online. Our Recreation Team looks forward to kicking off our fall programming in the coming weeks!

Miller/CORE Programs

- All sessions of Champ Camp this summer were full, with a waitlist, with 60-66 kids in each session. They enjoyed trips to the beach, 802 reptiles, Shelburne Farms, and on-site activities such as water games.
- Chess Camp with the Chess Wizards had 24 kids learning the rules of chess and playing games; culminating with a chess tournament
- The first session of Wicked Cool Science Camp was Safari themed and campers learned all about the Animal Kingdom. The second session was about rocket science with an ending activity of launching rockets made by the campers.
- We've also completed both sessions of Let Go Your Mind and Lego Camp with 20 kids in each session doing stop motion animation, robotics, etc.
- Many thanks to our partners and friends at Very Merry Theatre for providing top notch drama camps at the ONECC to Burlington residents all summer long.

Leddy Programs

- Leddy has been busy this July with multiple camps, public skate and outside skating group rentals.
- Rise and Shine, Cool Camp, Kinder Kamp and Hat Trick Hockey are the featured camps at Leddy and have included arts and crafts, beach time, ice skating and time spent outside with our Urban Park Rangers. Camps are for ages 3-14 with 30+ in attendance each week! We wrapped up our summer with two weeks of Rise and Shine/Cool Camp and one week of Kinder Kamp/Hat Trick hockey.



- Fall skating programs are filling up fast and we expect another great season of programming at Leddy Arena.

Recreation & Nutrition Program

- Much of our enrichment curriculum this summer was focused around movement including visits from Burlington Yoga, UVM Hip-Hop Dance instructor, Lois Trombley, and African Drum and Dance troupe, Jeh Kulu.
- We were thankful to have 3, week-long, loans of the entire Local Motion bike fleet. Kids were able to borrow and enjoy the bikes, learning more about riding with gears, as a team, and in brand new facets of their neighborhood, such as the Burlington Bike Path and the Ethan Allen Homestead Bike Path.
- Of exceptional importance, small groups from each of our three lunch sites were also able to learn more about our immediate food systems in Northwestern Vermont, by taking trips to Starr Farm Community Garden. There we learned more about Burlington's system of Food Shelf gardens, watered the learning garden beds, identified fruits and vegetables that grow well in Vermont or are native to the area, and most importantly: picked some fresh, local raspberries!

Roosevelt Park – Recreation Nutrition site



CORE Adult Center

- The garden beds and gardens at the CORE Adult Center are in full swing. The group has had many salads for lunch with lettuce from the garden. Thanks to Mulu for creating delicious salads with amazing dressing and roasted zucchini. Refrigerator pickles were made using the dill raised in the garden.
- Charlie Nardoizzi visited earlier to talk about container gardening.
- Carolina Lukac from the Community Garden Network visited to answer many of our questions about what was happening in the garden and what can be planted for the fall harvest.
- The folks are now taking home tomatoes, lettuce and peppers. We are starting on our second planting of lettuce, kale, turnips, radishes and chives.
- The CORE Adult Center capped off a great summer of day trips with a visit to the Champlain Valley Fair on August 30th.

Fabulous summer of Leddy Beach Bites!



Department Events

- **Beach Bites:** We provided five Wednesday evenings of great food and music at Leddy Park this summer. The food truck and concert series was very successful and the weather very cooperative.
- **Roosevelt Multi-Cultural Celebration:** Our department worked closely with community members and the Burlington Boys & Girls Club to coordinate a multicultural event at Roosevelt Park



earlier this summer. Event included music and dance performances, cuisine from around the world, a 3 on 3 basketball tournament and a TEC-BALL demonstration from two internationally known premier players.

- **Halloween:** Turning attention to both the Halloween Bike Ride and the Halloween Howl. Stay tuned for dates and times.

Athletics

- Our Athletics summer camps and programs that took place in August:
 - The Edge Tennis Camp @ Calahan
 - NFL Flag Football Camp
 - VT Voltage Full Day Camp
 - The Edge Tennis Camp @ Leddy
 - Travel Disc Golf Camp
- Fall Programs that will be starting at the end of August and early September:
 - Youth Soccer League
 - Itty Bitty Youth Soccer
 - NFL Flag Football League
 - Softball Pitching Clinics

Admin Division Update

- Working on understanding ADA and playgrounds and expanding to universal design
- Reviewing applications for the Marketing and Outreach position, who will now report to the Director
- Successful reclassification of positions at August BOF/CC meetings with more to come in September and October
- Lined up a training for staff around safe needle pick-up and other blood-borne pathogen safety
- Parks Foundation confirmed all Red Stone Cottage pledges
- Continue to work with the C/T office on the balance in Penny for Parks. Once we get a full understanding on this one, we can better plan ahead for future years of improvements.

Commission notes

- No special Commission notes



MEMO

Date: September 13th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Jonothan Bogdan Special Use Permit for September 17th, 2022

Request for a Special Use Permit and waiver to allow for amplified sound at Oakledge Park.

Jonothan Bogdan has rented out the Upper Shelter at Oakledge on Saturday, September 17th for a summer celebration for his family and friends.

He is requesting to have amplified sound from 4pm – 7pm.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: September 12th, 2022
To: BPRW Commission
From: KJ Doyle, Event Planner, BPRW
RE: Changes to annual Halloween Howl event

Request for a Special Use Permit at Oakledge Park to extend the parking hours on Friday October, 21 until 10:30 pm for the Halloween Howl event and for a waiver to allow amplified sound on both days.

The annual Halloween Howl event has historically been a one-day event geared toward families. This year, we are adding an evening/night event geared toward adults on Friday, October 21st, with music, food, beer garden, hayrides, and a small vendor market. The family-oriented Saturday will remain virtually the same, with an additional hour added to the day for a sensory adaptive/friendly run of hayrides, bounce house, and other components of the rest of the day available. The event will be free but ticketed in order to control crowd numbers.

Staff contact for the event is KJ Doyle.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound and extension of parking hours.



PARKS & RECREATION AND HARBOR COMMISSION
September 13, 2022, 5:30PM
645 PINE STREET, FRONT CONFERENCE ROOM

ZOOM LINK
<https://zoom.us/j/99621051239>
Webinar ID: 996 2105 1239
Phone: 1-301-715-8592

AMENDED AGENDA

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of August 9, 2022 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Approval of Special Use Permit/Waiver at Oakledge Park, Jazmine Berard, Celebration of Life
*waive the reading, approve the request for permit and waiver and place on file
 - C. Action Item: Approval of Special Use Permit/Waiver at Baird Park, Emily Corwin, Community Block Party
*waive the reading, approve the request for permit and waiver and place on file
 - D. Action Item: Approval of Special Use Permit/Waiver at Calahan Park, GBGSL End of Season Jamboree
*waive the reading, approve the request for permit and waiver and place on file
 - E. Action Item: Approval of Special Use Permit/Waiver at Moran Frame, Friends of Frame
*waive the reading, approve the request for permit and waiver and place on file
 - F. Action Item: Approval of Special Use Permit/Waiver at Oakledge Park, Jonothan Bogdan
*waive the reading, approve the request for permit and waiver and place on file
 - G. Action Item: Approval of Special Use Permit/Waiver at Oakledge Park, Halloween Howl, BPRW
*waive the reading, approve the request for permit and waiver and place on file
- III. Public Forum: (Time Certain 6:10PM)
- IV. Discussion Item: (30 min.) Playgrounds and Accessibility, Setting Goals, Cindi Wight, Director, BPRW and Abbey Duke, Commission Chair (verbal)
- V. Discussion Item: (15 min.) Leddy Park Comprehensive Plan Update, Sophie Sauve, Parks Comprehensive Planner, BPRW (verbal)
- VI. Information Item: (15 min.) BPRW Asset Management Program, Deryk Roach, Parks & Central Facilities Superintendent, BPRW (verbal)
- VII. STANDING ITEMS:
 - A. Report from Commission on Volunteer Hours
 - B. Report on PACC Dog Force
 - C. Report on Parks Foundation
- VIII. Information Item: (15 min.) BPRW Special Events, KJ Doyle, Event Planner, BPRW (verbal)

- IX. Director's Items
- X. Commissioner's Items
- XI. Adjournment

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(802) 864-0123***



MEMO

Date: September 13th, 2022
To: BPRW Commission
From: Meghan, Community Garden & Parks Outreach Coordinator
RE: Friends of the FRAME Programming at the Moran Frame, Fall 2022/Winter 2023

Request for a Special Use Permit and waiver to allow amplified sound for Friends of the FRAME events and programming at the Moran Frame throughout the Fall 2022 through Winter of 2023.

Friends of The FRAME is an independent organization that was formed to support the sustained use of The FRAME as an ever-evolving public space. Through collaborative partnerships with community stakeholders and the City of Burlington, Friends of The FRAME endeavors to present high-quality, inclusive public programming, support ongoing stewardship, and procure funding for The FRAME.

There are various types of events and installations planned for this Fall/Winter, including the following:

Ribbon Cutting Ceremony (early October -- final date TBD, 4:30-6:30pm)

- Amplified sound (speaking & music -- DJ)
- Vendors (2 food trucks)

~~Movie Nights (October 14th and 15th, 6:30-10:30pm)~~ On Hold until Spring Time

- Projected film (screen to be mounted to building structure)
- Amplified sound (film & music -- pre-recorded)
- Vendors (2 food trucks, bar service)
- Portable propane patio heaters to be used outdoors (i.e. uncovered space)

Multimedia Installation / Event (November 4th and 5th, 6-9pm)

- Projected images (screens on/under building structure)
- Amplified sound (music -- DJ)
- Lighting (temporary lighting on/around/under the building structure)
- Vendors (2-3 food trucks, bar service)

Temporary Lighting Installation (November 7th - March 2023)

- Additional to the permanent building lighting
- No uplighting
- No strobe effects
- Lighting will be on a timer/dimmer to mitigate disturbance to neighbors

The FRAME x Highlight (December 31st)

- Will be working with BCA



Friends of the Frame contact is Zach Campbell.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



**PARKS & RECREATION COMMISSION
Minutes
September 13, 2022
Parks and Recreation Commission**

Commission Present: Farrell, Hurley, Duke, Johnson and Wiseberg

Staff Present: Wight, Roach, Sauve, Doyle, Madalinski, Adams-Kollitz and Putzier

The meeting was convened at 5:36 p.m. by Duke

Approval of Agenda

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

Approval of Consent Agenda

Motion to approve the minutes on the consent agenda by Farrell, second by Hurley, motion carried.

A public participant from the Kelly Love event scheduled in City Hall on October 8th and approved at the last Commission meeting requested to have the event date changed to October 7th.

Farrell made a motion to amend the consent agenda and add, Request for Date Change of the Kelly Love event, with all of the requirements as the original request that was approved in August, and change the date of the event to October 7th, second by Wiseberg, motion carried.

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

Public Forum (Time Certain 6:10 PM)

Public Forum was opened at 6:15pm

Seeing nobody from the public, Public Forum was closed at 6:16 pm

Playgrounds and Accessibility, Setting Goals

Wight read a statement into the record on behalf of the department and explained how she received critical input about lack of accessibility at Calahan Park playground as well as others and took actions to remedy, felt it erodes trust and takes responsibility, sorry fell short and committed to ensure deeper awareness, listening from weeks installed, does not meet guidelines, needs accessible path built to it, surface is only accessible if maintained, does meet basic standards from component evaluation. Explained where taking actions to improve Calahan and throughout the park systems.

Hurley asked what it would cost and what did it cost for Calahan park playground, Madalinski said the full budget came in at just under \$138,000 without surfacing, and to put in subbase and rubberizing, pathways are a bit tricky but long-term does not call for keeping the pathway in that location and would require significant earth work, another \$30-\$50,000 approximately another \$170,000 to make complete.

Johnson asked if building over existing pathway would create adequate covering, if just paving would meet the standards for compliance. Madalinski said if paved up to woodchips it would meet compliance for ADA. If woodchips are not maintained they would not meet compliance if not compacted on a regular basis. Would like some type of surfacing.



Duke felt could use as conversation to discuss what is meant by accessible playground. Great time to learn and develop what is an accessible playground and how to have criteria and standards and look at all playgrounds in the City and how to make them all accessible and speak with Parks Foundation for funding.

Annie Barden, part of Oakledge for All, spoke, stating she became involved when her children were 2 ½ years old, has a child with disability, helped with fundraising, group spent a lot of time getting people to understand the need and for all to be united and not segregated. Said the Calahan playground is a big disappointment after all the work at Oakledge. Feels that BPRW deeply regrets what happened but implores that a policy needs to be created and that it is standard to meet and why it is necessary and matters.

Johnson thanked speaker and said not familiar with differences and standards and asked about learning about universal design, Barden directed him to the website, Oakledge For All, said the site does link to great resources and standard principles and other communities are doing it well.

Johnson asked about getting public input and reinforcing and implementing in a fair way and see if needs are being met.

Wight said the department comes to the Commission for request each year for PFP monies and if there is a grid with that specific project for example Smalley Park, for community input.

Sauve also stated that the Accessibility Committee is getting more active and can be more included in the process and review. Johnson suggested having this committee also be included in other areas of the park and not just the playground and others agreed.

Barden stated that surfacing makes all the difference but does not matter if there is nothing to enjoy once you get to the play area. Said saucer swings, universal swing can be used by all.

Sauve explained in process of getting beach pad to the water at Oakledge and suggested going to Accessibility Committee and orient them to the playground and the fitness equipment that they are on the verge of purchasing, which will also be universally accessible.

Wight stated how much was learned by the mistake, hate to learn the hard way but it was very hard to learn and realize you didn't and in some ways nice as the City has many playgrounds to replace and by speaking up it will be done right.

Leddy Park Comprehensive Plan Update

Sauve prefaced that the park is still a work in progress, it has a bit more of a struggle than others, had outreach in 2019 and led to thinking have understanding of public needs, wants and desires and then had COVID, some things have shifted. Hoped to jump in quicker but unfortunately not the case. Have banner that announced the comprehensive plan and the branding, hired SE Group to lead sub consultants to lead with process, gave summary of what happened in 2019, had capital funds to retransform tennis courts and staircase behind Arena, in 2021 had public input on bike park and working with coalition as to where could be in the City and determined it could be at Leddy. Hired UVM to do drone flight to get better information of topography and all changes. Identified core principles based on



feedback and broke into three areas; Connectivity and Access, Ecological and Site sustainability and Expanded Recreation and Wellness Opportunities.

Public outreach in early June explaining existing conditions, huge parking lot, smaller lot, no formal drop off location and no universal access trails. Several difference areas, ecology of the site, lovely tree canopy but limited condition, beach access, outfall needs updating.

Got a lot of feedback and it was overwhelming for all, lots of options and did not line up with each other. Shared some of the comments on the proposed boards that people wrote comments on. Based on meeting and staff reactions felt a need to step back and do better assessment of site and ecology of site, and how to dive into the social aspect of the site. Paused to get through to find a vision and what data needed to get to a proposal. Got reports from sub consultants on water sheds and if ways to rectify. Spoke about an east west connection, many people were in favor. Hired field naturalist and done ecological health assessment would be best to work on the yellow area indicated and not the blue area that was designated on the map.

Summarized next steps;

- Evaluate timeline and fees for sub consultants to conduct further studies of the eroding channels and parking assessment
- Meet with Water/stormwater division on approaches to addressing eroding channels
- Connect with VT DE on upper drainage area
- Connect with adjacent land owner on opportunities for shared parking
- Evaluate beach habitat for rare species
- Work with UVM students who will be exploring ideas on playgrounds that integrate with the surrounding landscape in late fall
- Work with SE group on layering additional data onto their park assessment to include all known information
- Identify opportunities to test concepts including the access road to garner feedback from both staff and the public

BPRW Asset Management Program

Roach introduced himself and explained he manages inception of to putting out work orders to crews in the field. Introduced to View Works system and how tasks accomplished throughout the workgroup and tracking and into the specific experts.

Showed splash page of SeeClickFix City app to engage City to fix or repair something throughout public system, now have new program called View Works system platform, layers of information on top of the City, shows Parks on the right hand side and shows all of the amenities and items that parks has, very robust system, took a few years to gather all the information to input into the system to create the program. Populated about 500 work requests through the system, worked on improvements, all symbols have meanings and numbers have a specific work request attached to them. Have preventative maintenance, planned, inspections, and several different symbols. Stated that reports can be created to show how much work is being spent on specific areas, can be used on mobile devices, will also have an internal platform for better ease for simpler issues. Still working on all staff training and all groups have a good perspective of how things are being done differently and effectively.

Wiseberg said he used SeeClickFix and the graffiti is still in place and asked how it works in terms of order and prioritization. Roach said he had a person working on Graffiti alone and lost that person, having huge staffing issues. Have not been printing out the reports, without managers currently, and



doing other positions, getting more positions filled and have a backlog of requests. Was told that the request stays into the system until it is closed out, does not go away.

Standing Item:

Report from Commission on Volunteer Hours

Farrell had an additional 2.5 hours, Hurley had 1 additional hour, Wiseberg had 1 additional hour, and Duke had 5 additional hours

Report on PACC Dog Force

Wight said was a meeting last month, small group editing survey talks about off leash areas and getting feedback on what is recommending. Meeting Friday and getting out at the end of the month.

Report on Parks Foundation

Farrell said more of a step back and what does the Foundation want to be, due to significant turnover in membership. Started with signature project of Greenway, City Hall Park and then Frame. Pivoting, a lot of discussion of scholarships, what things such as maintenance and turned to honing in on what they want to be instead of what the department does best and maximize what Foundation can do, felt it was good thought producing conversations.

Duke said finished a lot of the projects that had initiated and felt great meeting, spoke of developing criteria, progress in discussing what makes sense for Foundation to be raising funds for and other department needs for children and projects. Next meeting is in October. Wight will present at that meeting.

Wight said Sauve and team will present about playgrounds and will be very visual with presentation. Have very significant changes with playgrounds needed coming up.

Farrell said another discussion that came up was funding and benefactors, it should be important in taking on project but should not take on because specific person/resident will participate in funding as well.

BPRW Special Events

KJ Doyle introduced herself, proposed adding a night to annual Halloween Event, very family oriented and reaches lots of neighborhoods. In conversation about new event on Friday in addition to Saturday, looking to add for adults, based on Salem type event, with fortune tellers, tarot readers, witches market, food trucks, music, a new small event, capping number of folks based on shelter/tent, need to extend hours to 10pm would have amplified sound. Focused back to Oakledge site as location for the event.

Director's Items

Written attachment in packet, did not speak to the item.

Commissioner's Items

Hurley asked about the size of the soccer field at Calahan Park and there was some discussion on who was in charge of that.

Adjournment

Motion to adjourn at 7:00 pm