



PARKS & RECREATION COMMISSION
Minutes
August 8, 2023
Parks and Recreation Commission

Commission Present: Duke, Johnson, Keech, Morrigan, Lantieri, Etter and Wiseberg

Staff Present: Wight, Adams-Kollitz, Sauve, Heller and Putzier

The meeting was convened at 5:31p.m. by Duke

Approval of Agenda

Would like to remove item VII, and Keech would like to add follow-up with 3 items, weaponizing time, transparency of information items and how executive session is used as a form of obstruction, motion by Keech, also added did not want to derail Morrigan.

Motion to add to Item Keech above items to agenda item VI. By, Lantieri asked to add an amendment to the motion and Morrigan said they could agree to the amendment motion and if passed the amendment could pass but overall could fail on the original. Lantieri made an amendment to a time certain of not more than 10 additional minutes to the agenda item, Keech wanted to discuss the limit of time and adopt the agenda by , second by , motion carried.

Morrigan supported speaking about the requested items and voted no on the amendment.

No second on the agenda amendment, motion on original motion by Keech, second by Morrigan, amendment fails ¾ with Lantieri, Etter, Wiseberg opposed. Agenda passed with 6 in favor, Keech opposed.

Approval of Consent Agenda

Motion to approve minutes from June 13, 2023 Commission meeting and other items on the consent agenda by Wiseberg, second by Lantieri, motion carried.

Commission Representative to Review Grant Applications Action

Gustin said had a quick item regarding Conservation Legacy in December 2022 looked at proposal for funding for conservation funds has been, age based to protection plan, new invasive strategy plan, new community network, today City Council approved introducing the new category to the Legacy fund and looking to finalize administering and put out draft for local grant program, looking for October launch, opening for grant applications for implementation process, close end of November and make awards later in January. Asking for 1 or 2 Park Commissioners to be on the committee. Acquisition portion, time commitment will be 2 meetings in December and January and pre-launch meeting in September and time to review the applications. Stated if anyone would like to be on the committee please let him know, Robert Etter wanted to be on and Aaron Keech, Nathan Lantieri was also interested.

Lantieri asked if could give answer to what would the applicant be applying for and the size of the grants to be awarded and if involved with a project would it be best not to be involved. Gustin said if involved in project best to not be on committee, initial year looking for 4-5 applications with 40-50 thousand.



Something new or sustained or on-going and the 3rd is planning and the future. Gustin felt potential applicants could be Interval Center, WVPD , maybe associations would be ones requesting.

Keech asked how the Board got to the amount that was approved and said was told that a meeting was going to happen with the percentage to be decided. Gustin said 30% stewardship, etc. and gave the percentages of where the funds would go. It was decided that the discussion was to decide who wanted to be on the committee and Gustin said that he would be in touch with Keech and Etter regarding serving.

Morrigan made a motion for a 5 minute recess, second by Keech, motion carried with Wiseberg and Etter opposed.

Public Forum (Time Certain 6:00 PM)

Public forum opened at 6:00 pm

Nancy Berger, here to ask city of Burlington to reconsider the traditional fireworks display for the future, many recognize tradition create, noise pollution that terrorize pets, wildlife and people with PTSD, Autism and other mental health issues. Fireworks contain sulfur PM10 and 2.5 falling into our lake, laser and drone have none of this impact.

After moose killed on main street due to the direct impact of the fireworks looked at ways to do better and went on Public Forum to do differently and got several responses in support, a few members of the public expressed concern as well about concerns and second author a mental health professional also sent in a letter of concern about trauma and other issues that cannot handle such fireworks noise. Said cities that have done differently are California, Minneapolis, and others. Said she was optimistic that the commission would see as a good alternative and gave her contact information.

Public forum closed at 6:07 PM

Playgrounds in Parks Project

Max Heller introduced himself, intern with Parks Planning and working on Burlington playgrounds. Play is very important and classified as fundamental right and playgrounds are a natural place to do such. Benefits numerous for mental, physical and social interactions and exploring environment. Listed all the public playgrounds, said that Burlington has amazing playgrounds but getting older, average life is 20 years approximately. Many approaching or have surpassed. Not an inexpensive, and high standard for accessibility and safety. Stated who can currently access playgrounds; listed the distance and age groups to each park. Explained equity is a central goal, identified two areas, riverside/UVM and the New North End, New North End had higher racial demographic and access issues.

Morrigan said they have gotten emails about the lack of playgrounds for kids under 5 years old and likes how the presentation covers both age demographics as many have children on both age levels.

Keech asked if the map and presentation is available to view on own and Heller said not yet but will be available in time.

Etter asked how many college students on campus have children that need a playground and said in the core of UVM and Heller said touching on the fact that these people have low income and no vehicle and taking the map a broader picture is the Riverside Avenue area and Salomon Run.



Johnson thanked and said the areas make a lot of sense and wants to follow-up and put on a future agenda for an update to look at and see how it is getting the proper attention and Sauve said they would be happy to come back.

Sauve said that Heller would be giving all the information to staff once more work happens and with the last map, Heller was saying that with all the playgrounds on schools and others are not included because they are not accessible to public always like a park is.

Park Commission Decorum Agreements

Morrigan gave an introduction that Johnson and they created a rough draft that was discussed at the last meeting and the initial process that was voted on was to go over draft, discuss together might want to make changes, would like to get some clarification from Traverse or others regarding, purpose and duties. Specifically interested in grievance policies and procedure of removal, as that is something that can occur on a commission. Will go through and love for Johnson to discuss when vote is passionate and divided and then instead of discussing today, could email Johnson or Morrigan with changes and then come back with and vote at the next meeting.

Morrigan stated they had talked about some of the City Council rules and will discuss on separate item the issue of time later in the meeting. Read the document into the record, felt important to center on why on the commission, would serve the city well. Stated that the Chair, Vice Chair and BPRW Director meet prior to the meeting to recap and go over topics for the next commission meeting.

Johnson stated could include a lot of information or clarification on parliament procedure, and the purpose of the document and abiding by it, felt trying to put the tools in place to move confidently as a group while still having overall collaborative culture and still move together, happy to continue working with folks could get clarification from Traverse for next meeting.

Keech said thank you for presentation and felt more question likely when Traverse was present to answer.

Etter asked how items get on the agenda and Duke said couple of weeks before meeting Duke meets with Director of BPRW and Vice chair of commission and discussion previous items that were to be discussed as well as items the department needs action on as well as an opportunity from others to ask for items. Duke said was pushing to have retreat but would like to have after decorum items have been established and would like to set some items that are top priorities and where want to have influence in the City and will also help with agendas. Propose to do retreat after shared goals and responsibilities are established. Said a good idea to go back and read job description as it gives a very clear idea of what responsibilities are and asked to put some time and care into the document and before the next meeting have someone that really can speak to come to meeting and then move into doing the work that signed on to do for the commission.

Morrigan felt that was a great plan, would email to all for more feedback.

Johnson asked if have any Burlington Commission letterhead, would like to have someone get back to at a later date.



Smoking in Parks

Wight said language was added that the department shall designate areas but up to the director as to where the locations should be, also said up for discussion. It did state what Parks needed to have designated areas for smoking. Leddy area, North Beach, Oakledge, Waterfront and Battery Park.

Keech asked why City Hall Park was not listed as smoking in any way or form and Morrigan suggested looking back in the minutes from the past City Council meeting for clarification.

Lantieri stated point of information in terms of which parks are included in the authority as they are listed in the ordinance and the Parks Director has no authority nor did at the time of the action. Wight also added that it felt to her like an attack rather than a discussion as she was not a part of the department at the time and had no information on the specific discussion or locations.

Keech said had a hard time with camping area and felt tenants can live for a period of time and felt not fair but a human right as you would be in a hotel, and listed other situations that don't allow smoking in similar situations. Would like to discuss further to find a different solution and location for smoking.

Morrigan said they would like to see the minutes surrounding this original discussion and also the creation of the ordinance to support it. Suggested Keech speak to councilor that was involved in this formerly or could help or be interested in this same issue and offered to help locate the minutes.

Etter asked about the locations being by ordinance and Wight said the Council decided the Parks and the Parks Director decided the actual location within the park.

Johnson said he posted the website in the chat and can do a search based on key words to look up the smoking topic. Also added e-smoking and vaping and that it was included as any that creates smoke of any type.

Wight point of information goes back to a state statute for definition of tobacco.

Lantieri asked for the clarification of the location of Oakledge and was told it was near the top shelter and not the playground. Felt because of the second hand smoke it would likely be an upcoming discussion in the future.

Duke said the simple thing is the Director can change those locations and said can work on that and is there anyone that would like to work on and second need to do further research.

Keech said something could contribute to and Duke said he could take on and look into further.

Etter said North Beach certainly does have a large area and could be looked at.

Johnson asked with campground if was muddled as more cooking etc. and if that was part of the rationale behind and in case of marijuana if a state law would override any local law and was told that was likely the case.



Morrigan had a point of information, asked when meeting was supposed to end and was told coming to end of this item and did not feel had a set time.

Morrigan motion to finish item 10 and end at that item, second by Wiseberg, motion Passed with Lantieri and Keech opposed.

Commission Retreat Date

Comission Meeting Schedule

Duke asked if all are good with second Tuesday of the month and the start time and a finite time to end, Wight also added that in the past it used to change location.

Keech fine with Tuesday but has an issue with having a finite time to end.

Duke asked if any had an issue with second Tuesday of the month and moving to different locations. Lantieri said really likes to go see parks and very good to do however having the recording available is very beneficial, for content it is very difficult with AV, would prefer keeping at Pine in Winter for sure but in Spring/Summer would be in favor to take another look at.

Etter said helpful to keep hybrid option for several reasons, would prefer at Pine Street.

Duke said sounds like second Tuesday and primarily have at Pine to have Hybrid and do Boathouse in the summer.

Ending time is the next topic and give everyone a chance to speak.

Morrigan said important discussion on how to end and not when to end, all can make the motion however they like and it is important decision. Encourage to have discussion in a way that all can be civil and live with the vote and warn friendly important to know will adjourn immediately if can't be civil.

Keech proposed to not have an end time, feels duty is to set an agenda and follow through on it, feels weaponized, stated that Morrigan said to put on the May meeting and was not, Lantieri gave a point of order to not involve or bring up past items that are not relevant and not involved in, Keech continued to explain how he felt that he is thankful for Morrigan coming in and showing how the process works and feels the 2 hour limit has been imposed and felt it does not exist. Asked why at the Commission and will stay however long, that is why he is here.

Wiseberg said all are volunteers, not City Council or Police and if 2 hours is not enough to serve than not doing correctly, feels no reason not enough, feels after talking for that long should be able to discuss.

Johnson said that considering it is easy to build up a sense of when going off topic, can work on making sure sticking to agenda as best can, keeping time as efficient as possible to give estimated time from the beginning and not necessarily stick to but know going into and maybe pare down if necessary.



Morrigan acknowledged that maybe part of the problem is the agenda is too ambitious and not productive if the agenda is setting up for this issue. Felt seem to end naturally around 7:30pm so 2 hours is not a bad time to shoot for, a mechanism that liked is a defined end time, and if still agenda items left, will stop and say reached. Will either ask for motion to suspend rules to continue or move to adjourn. Said could discuss some ideas can amend if wanted but mechanism can be useful, defined time but not totally married to.

Etter said can get better prioritized work better on agenda, stated to be more efficient and worried about the fact not City Council and going 5:30-7:30 and after a certain point get disengaged or check out. Felt good to have a set time and set items and plan agenda better.

Lantieri said the idea of 2 hours reassess is standard procedure and the format of the meeting is fairly recent and bringing items of own, very valid to have a time certain, historically rarely go over 2 hours, with consensus vote feels good.

Duke said felt they could do better with agenda and have improved, can do more with pre-work and working on ahead of the meeting to take the time to prepare before the meeting, feels 2 hours is completely reasonable, hard to focus after 2 hours.

Keech said it appears he is the odd person out to meet longer than 2 hours, has an issue with executive session, would like to consider. Keech said spoke about sending a letter to the Mayor about the purchase of Ethan Allen Parkway and heard nothing about it. Wanted to know more, Duke said that she had sent something after that meeting to the Mayor letting him know about what was said

Morrigan said they would like to see the letter and if Johnson, Keech and They would like to add an additional letter how would they do that.

Lantieri asked for point of order

Etter motion to vote on time certain of 2 hours, second by Lantieri with an amendment to after the 2 hours have a consensus vote to see if the meeting will proceed or move to adjourn, second by Johnson on the amendment, passed with 4/3 Etter, Duke, Lantieri, Johnson
Original motion Lantieri, second Morrigan, passed Keech opposed.

Standing Item:

Report on PACC Dog Force

Report on Parks Foundation

Director's Items

Commissioner's Items & Volunteer Hours



Adjournment

Motion to adjourn around 7:50 pm. By Morrigan, second by Wiseberg, motion carried.

DR



MEMO

Date: September 12th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Friends of the Frame Event at the Moran Frame

Request for a special use permit, including an amplified sound waiver, at the Moran Frame for a special event that Friends of the Frame will be hosting.

Friends of the Frame organized to facilitate the sustained use of The Frame as an ever-evolving public space. Their goals are to present high-quality, inclusive public programming, to support ongoing stewardship and to procure funding for the Frame. They are currently engaged in a pilot agreement with the City of Burlington.

This specific event will take place on September 29th with a rain date of October 1st from 6pm – 9pm. It will be an art installation opening party with amplified sound, video projection and lighting. Alcohol will be sold within a double fenced area. The event will be free and open to the public.

Friends of the Frame contact is Zach Campbell.

Staff Recommendations:

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



MEMO

Date: September 12th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: GBGSL Special Use Permit for October 14th, 2023

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 14th. GBGSL has been using the Calahan Park soccer fields for their Spring, Summer 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 9am 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.

BCA

MEMO

Date: August 30, 2023
To: BPRW Commission
From: Abra Clawson, BCA Event Manager
RE: Special Use Permit for October 1, 2023

Request for a Special Use Permit at City Hall Park to hold a public event from **9:00am** to **5:00pm** on **October 1, 2023** and for a waiver to allow amplified sound.

This event is designed to celebrate the 1-year anniversary of Ceres Collaborative (located at 190 College St.) and adult-use cannabis sales in Vermont. To celebrate, we'd like to use the space to have live music, food carts, and several 10x10 tents and tables from Ceres and other cannabis companies. We're going for a farmer's market type of vibe. This setup will allow companies to gain exposure to their brand while providing education about cannabis in general. There are still a lot of questions around cannabis from the general public and we want this event to be a source of information for folks.

Additional details

- No-thc or other products will be for sale
- Companies may give out no-thc, non-medicated (essentially a gummy fruit snack) samples of edibles for folks to understand the product's flavors and textures.
- Free swag will be given out
- Educational materials about brands and cannabis
- Companies may have games like cornhole, spin-wheel, etc

This event is expected to have around **300** participants and **5** volunteers/staff from Ceres and BCA. **Ceres Collective** will be working with BCA to ensure all vendors follow the required guidelines and go through the proper process including having a Certificate of Insurance. They and BCA staff will be responsible for site clean-up.

Amplified Sound will likely be Americana/Folk music, and will take place between **12pm** and **5pm** on the South Lawn in front of City Hall. They have already booked City Hall Park.

Contact for the event is **Cory Ayotte**.

It is on a day with no conflicting events.

Staff Recommendations:

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





PARKS & RECREATION AND HARBOR COMMISSION

September 12, 2023, 5:30PM

645 PINE STREET, FRONT CONFERENCE ROOM

Zoom Link

<https://zoom.us/j/93931554366>

Webinar ID: 939 3155 4366

Phone: 1-301-715-8592

UPDATED AGENDA

I. Approval of Agenda

II. Consent Agenda

- A. Action Item: Approval of Minutes of August 8, 2023 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
- B. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Moran Frame by Friends of the Frame
*waive the reading and approve the request for special use permit and sound waiver
- C. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Calahan Park by GBGSL for End of Season Jamboree
*waive the reading and approve the request for special use permit and sound waiver
- D. Action Item: Approval of Request for Special Use Permit and Sound Waiver at City Hall Park for One Year Anniversary of Ceres Collaborative
*waive the reading and approve the request for special use permit and sound waiver

III. Public Forum: (Time Certain 5:40PM)

BURLINGTON HARBOR COMMISSION

September 12, 2023

IV. Approval of Agenda

V. Action Item: Marina Prices, Erin Moreau, Waterfront Superintendent and Harbormaster, BPRW

VI. Adjournment

REOPEN PARKS COMMISSION MEETING

VII. Action Item: Commission Decorum

VIII. STANDING ITEMS:

- A. Report on PACC Dog Force
- B. Report on Parks Foundation

IX. Director's Items

X. Commissioner's Items & Volunteer Hours

XI. Adjournment

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

MEMO

Date: September 12, 2023
To: Parks Commission
From: Cindi Wight, Director
Erin Moreau, Waterfront Superintendent & Harbormaster
Subject: Marina fees

Recommendations to Parks Commission:

Approve the 2024 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.

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

For Seasonal Boaters, we applied a fee increase of between 5-6%, to account for our increased expenses for labor and utilities. We also increased our Transient Boater rates, as it has been several seasons since a fee increase. Based on other marinas that share Burlington Harbor, there was room to elevate these to more competitive pricing levels while still accounting for our older facility and lack of amenities. In addition, we are adding Peak Transient Boater rates for the months of July & August, as well as increasing the fees for our July 3rd Celebration night.



Description	Current	New Price	% Increase FY24
Daily Transient docking after one hour	\$5.00/hr	\$10.00/hr	100.00%
Overnight Slips	\$2.25/ft.	\$2.75/ft.	22.00%
Overnight Slips Peak Rate		\$3.00/ft	33.00%
Transient moorings after 5:00pm	\$1.25/ft.	\$1.50/ft.	20.00%
Seasonal Boathouse Dock Resident	\$97.00/ft	\$102.00/ft	5.15%
Seasonal Boathouse Dock Non-Resident	\$112.00/ft	\$118.00/ft	5.35%
Seasonal Perkins Pier Dock Resident	\$77.00/ft	\$81.00/ft	5.19%
Seasonal Perkins Pier Dock Non-Resident	\$89.00/ft	\$94.00/ft	5.61%
Seasonal Mooring Rates Resident	\$51.00/ft	\$54.00/ft	5.88%
Seasonal Mooring Rates Non-Resident	\$59.00/ft	\$63.00/ft	6.77%
Boater Waiting List	\$25/year	No Change	
Monthly Slip	\$30/ft	\$32.00/ft	6.60%
Monthly Mooring	\$23/ft	\$25.00/ft	8.60%
Commercial Slip Rates for existing slips	non-resident plus 20%	No change	
Commercial Rate for dedicated areas (Spirit)	2022 - 5% of gross (leased contract)	2023 - 5.25% of gross (leased contract)	
July 3rd Slip (flat rate)	\$200.00	\$250.00	25%
July 3rd Mooring (flat rate)	\$125.00	\$150.00	20%

Long term challenges

The City relies heavily on the revenue from the marina to cover city expenses. The recent bond vote will support dredging a portion of the high sediment areas of the marinas and a feasibility study to determine the future outcome of the Boathouse facility. Unfortunately, we have historically relied on the net revenue from the marina to support the general fund budget, which means little capital dollars have been reinvested into our waterfront. The current allocation of approximately \$800,000 of bond dollars is a good start.

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – September 2023

Stories

Hi Cindi,

Over the weekend, FFL and BPR&W held a joint event to raise awareness of the many outdoor resources and organizations available in our region, particularly among populations who have not felt welcome in what has been predominately white spaces in this State. Urban Forester, Andrew Romano, was the lead organizer of this event, the Summer Community Day at Oakledge Park. It was the second event of this type that he had organized this year. It required a lot of planning, partnership building, and just plain leg work to pull it together. Most of which was, I'm sure, above and beyond an already hectic work schedule. I am writing to let you know impressed I was at his commitment to working with us at FFL and for his willingness to add more to his busy summer schedule to increase access to the outdoors for all our residents.

In addition, Gary Rogers provided transportation to and from the Library for those without easy access to the Park. It was a beautiful Sunday afternoon and I suspect he could have been spending that with family or friends but instead he made time to shuttle folks to the Summer Community Day. Everyone I spoke to enjoyed the event and we made some great connections with patrons at the Library table.

I admit that it isn't often these days that I feel a sense of real optimism and hopefulness about the future. But I did on Sunday and it has carried me into this week with renewed purpose.

Best Regards,

Barbara

Department accomplishments and notable staffing developments since the last report

- September work anniversaries – Mulu Tewelde (6), Richard Bailey (21), Jon Adams-Kollitz (11), Al Letzelter (25), Steve Bachand (22), Cindi Wight (6), Ryan Alger (4)

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

- Wag the Waterfront – September 9
- Burlington Pride Festival – September 10
- Oktoberfest – September 22-23
- First Community Advisory Committee (CAC) meeting for Roosevelt Comprehensive Plan – Sept 27

Park Division Update

Park Administration

- Battery Park's Cain Overlook was renovated with the help of our grounds, park facilities and tree teams! New pavers, repointed masonry, and garden!
- Monitoring flood damage at the Winooski River Bridge over the Greenway as part of the City's FEMA application.
- Updating the dept's fleet replacement plan to include impacts of not funding replacement vehicles and equipment per the fleet committee.
- Provided a report to a City Councilor who requested information relative to deferred maintenance and current central facility projects.



Conservation Program

- **Community Gardens**
 - Tommy Thompson Community Garden reopened August 12, 2023, from summer flooding.
- **Trails and Greenways**
 - Our new Conservation Specialist, Daniel Schmidt, started on July 31, giving us much more depth in building and maintaining sustainable natural surface trails in Burlington
- **General Conservation**
 - Development of public access plan and public opening of the Redstone Cottage at Kieslich Park.
 - Provided a staff update on McKenzie Park to the Director.



Central Facilities Program

- Upgraded City fleet vehicle parking signs installed at 645 Pine St.
- Yearly fire sprinkler testing completed.
- Additional lighting installed on second floor of City Hall.
- Central Facilities Manager renewed CJIS certifications.
- New furniture installed in City Hall Planning office.
- Worked with Facilities Maintenance and BED to repair electric vault at 200 Church.
- Had kickoff meeting for Fletcher Free Library National Endowment for the Humanities (NEH) grant project.
- Continued building walk throughs done for security camera installations.
- Presentation for PACC team regarding Net Zero Energy (NZE) for City buildings.



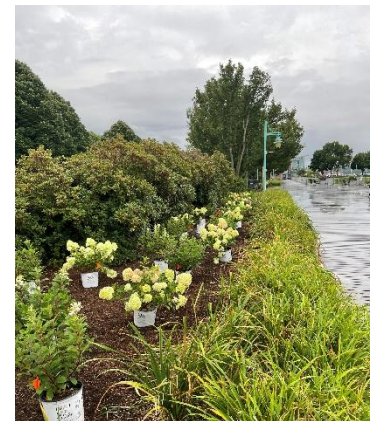
- Custodial team completed a deep clean of wood floors in the BCA art room and Contois Auditorium
- Contracts, zoning permits and building permits in the works for projects in City Hall, Fire Station 2, Paquette Arena, the BCA and 200 Church Street.
- Security mirrors hung in Library.
- Safety concrete markings completed outside of Library.
- Planning for shelving move and reorganization of stacks on first floor of library.
- Concrete repair work and new drain installed in Equipment Maintenance bay at 645 Pine.
- Salt shed concrete wall repair done at 645 Pine.
- New security mirrors installed in Fletcher Free Library.
- Third side of historic window restoration project completed at the BCA.
- Initial walk through done with engineer at Fire Station 1 for structural repair work.
- Initial walk through done at Fire Station 3 for equality-based restroom renovation.
- Annual fire sprinkler inspections completed.
- RFP posted for temporary heat project in Memorial Auditorium.
- Started seasonal PM work for City HVAC systems.
- Continual graffiti clean-up.

645 Pine drain installation



Trees and Greenways Program

- Responded to resident requests as needed.
- Responded to storm damage as needed
- Ongoing maintenance of park landscape beds, rain gardens, and planters.
- Assisted BCA with weekly installation and removal of a movie screen on Moran Frame for movie night.
- Continued scheduled street tree pruning throughout the city.
- Ongoing updates to tree inventory.
- Removed junipers from boardwalk landscape beds and replaced with Hydrangeas
- Completed fall tree planting list.
- Completed plantings of new landscape beds at Cain Overlook in Battery Park.



Beautiful new plantings at Waterfront Park

Park Facilities Program

- Part of the Cain overlook project in Battery reinstall a historical marker with a new post.

- 3 weeks of back-to-back events on the waterfront along with many days of rain that lead to muddy conditions on the event site. The grounds team and events team worked together put down topsoil and over seed and fertilize the areas
- We had to repair 3" Main irrigation line on the event site caused by a vendor putting up a tent.
- We removed the dinghy dock from A dock and installed it on C dock to make coming to shore safer for our transient boaters.
- With the lake water level fluctuating from all the rain we have been loosening our anchor chains on all the systems at Perkins Pier we had to remove the ramp pins to allow for the rising water.
- North Beach outdoor shower and foot wash drain had to be removed repaired then reinstalled.
- Oakledge Tree house had a transition plate from the ramp to the tree house installed and all the graffiti removed.
- Vandalism at City Hall Park is constant the Portland Loo has had many repairs done from the dispensers to the lighting.
- Undermining of the Greenway was beginning to occur at Perkins Pier. The facilities team edged the impacted area with curbing and stone to reinforce the impacted area.



Historical sign at Cain Overlook

Cemetery Program

- In the month of August Cemetery staff sold 5 new lots for burial at Lakeview Cemetery
- Since the last report, staff performed 2 Full burials and 6 cremation burials
- Continued burial card entry in Pontem includes research into actual lot ownership, correct names of the deceased, and updating maps and logging information in Pontem. We have completed "T" section!
- Researched multiple lots for visiting families including Lyon's family who requested opening of Booth Mausoleum.
- Began remediation of Poison Oak and Poison Ivy in Section 3 of Lakeview Cemetery. Remediation process will be ongoing.
- Performed equipment maintenance.
- Performed grounds maintenance at Lakeview, Elmwood and Greenmount Cemeteries.
- Worked with BPRW conservation to help create new "NO Mow Zones"



Playground work – fixing run off at Calahan and adding chips at Schmanska (notice wheelchair on the edge)

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Maintained athletic fields for summer camps and summer sport leagues.
- Painted athletic fields for fall sports programs.
- Performed playground maintenance
- Performed equipment maintenance
- Mowed and trimmed all City Parks
- Mowed RT 127
- Performed specialty mowing on greenbelts, cleared overgrowth along city sidewalks, fence lines, and intersections within city limits.



- Took delivery of 100 yd's of playground chips and started installing in playgrounds
- Spread 30 yards of driveway material at North Beach campground
- Performed Playground Inspections
- Supported Park Rangers with encampment cleanups.
- Repaired standard equipment with our park system.
- Graded parking lots at North Beach.

Planning Division Update

○ Projects Progressing:

- **Champlain Street Park Redesign:** Contracting is underway for the reconstruction; schedule yet to be determined.
- **Dewey Park Annex Refresh:** Team working in earnest on second side of sign to reflect Dewey/neighborhood stories. Tabled at the ONE Farmers' Market on 9/5 with REIB and BCA to provide community with updates.
- **Leddy Park Comprehensive Plan:** Consultants working on wrapping up the final plan/report.
- **Leddy Park North Gully Stormwater Study:** Consultant team and BPRW staff meeting with state permitting staff to determine any limitations to design suggestions.
- **Leddy Pause Place and UVM Fitness Equipment Pad:** Work set to resume week of September 11 to complete the bioretention area.
- **Oakledge for All Universal Access:** Contractors expected to resume work the week of September 18 and wrap up by mid-October. Coordinating a fun opening in the fall with community partners at Oakledge for All.
- **Pomeroy Park Playground:** Internal designing will begin imminently. Community input will be sought in the coming months as the process unfolds. Ongoing.
- **Roosevelt Park Tennis Courts:** Work expected to start early September and take at least 4 weeks to complete.
- **Roosevelt Park Comprehensive Plan:** Community outreach is ongoing. There are more than a dozen individuals interested in joining the Community Advisory Committee (CAC) - first meeting scheduled for end of September along with focus group meetings.
- **Schifilliti Path:** Paused for fall bidding; spring construction. Ongoing.
- **Survivors of St. Joseph Orphanage Project:** Continuing to support the Voices of St. Joseph Group with technical support for their fundraising efforts. Ongoing.
- **Urban Forestry Plan:** Identifying next steps in the procurement process and engaged with UVM Spatial on data collection.
- **Waterfront Park Wayfinding:** Sign is in production!
- Projects supporting other divisions/ departments: (abbreviated)
 - Dredging of the Marinas
 - Playground Equipment and Compliance



- Great Streets/Main Streets
- Frame Phase 2
- Barge Canal Reuse Planning
- Battery Street Corridor Study
- South End Planning

Andrew (Ranger) reading to the campers at Leddy



#2 top “organic” post on social media – everyone loves Andrew!



[View insights](#)

[Boost post](#)



Liked by [burlingtonwildways](#) and 159 others
btvparks It's his last day! Thank you Andrew Romano

Waterfront Division Update

• Park Ranger Program

- The Rangers have continued to patrol the parks, notice and remove tents and facilitate necessary services to those who are experiencing homelessness, as well as participating in youth programming.
- There have been a few challenging sites to work through, that have posed both health and safety concerns for our Rangers. One of our Rangers was attacked in City Hall Park.
- Excess needles continue to be a large issue and burden in our Parks. Tent areas can have hundreds of discarded needles that staff need to pick up. We need to have a larger community discussion about the responsibilities of agencies handing out needles becoming partners in how to re-capture them once they are used. Our staff is inundated with needle cleanup and this is a major safety concern.
- Andrew Romano, Urban Park Ranger, has left BPRW. We will miss him greatly. Andrew brought compassion and the desire to create more inclusive Park spaces to Burlington. We will seek to fill this position after a review and update of the JD.

• Campground & Beaches

- With less rainy conditions, we saw an increase in customer traffic to our Beaches and Campground
- We did not close any beaches in the month of August for Cyanobacteria. We closed North Beach once in the month of August for e.Coli.
- As we enter the Fall season, our staffing is very limited, as most of our staff has gone back to school. Oakledge bathrooms are closed for the season, unless there is a rental. Port-o-potty's have been ordered to provide restroom access at Oakledge.

• Marina

- The Community Boathouse Marina hosted the Lake Champlain Poker Run over the August 19-21st weekend. The charitable event raised a significant amount of money for Camp Ta-Kum-Ta while selling out the Boathouse for the weekend.
- Marina revenues were 17% lower in August 2023 compared to August of 2022. Wet weather and unseasonably cooler temperatures were likely contributors to transient business. However, season to date, transient revenues are up 10% over the 2022 season.
- Marina staff continued removing graffiti and maintaining areas that had previously been cleaned up and beautified in the early parts of the season.
- Fall reduced staffing levels are in place as the marina begins slowing down for the final 45 days of the season.
- The contract for security services through Green Mountain Concert Services has gone well this season and coverage has been appreciated by boaters.

• Parking

- Parks and DPW continue working together to manage parking operations. DPW has increased ticketing at Perkins and Pease lots.
- New coordinated signage is being developed to create consistency and clarity for vehicles parking in all paid lots along the waterfront moving forward. Signage will be consistent with other successful parking lots in other areas of the city with the hope of maximizing revenue and providing a consistent experience.
- **Events**
 - We look to close out the Event season with 3 events left: Pride Festival, VIP Corporate Dinner & Oktoberfest
 - The State confirmed a change in requirement for traffic services on the border streets of Waterfront Park, allowing Producers to better manage the traffic impacts during events to satisfy the ACT 250 requirements.
 - We have already started the process to alert Event Producers to start their 2024 Event Applications. The process to fill all event slots in 2024 starts in mid-September.

Camp summer picnic at North Beach



Recreation Division Update

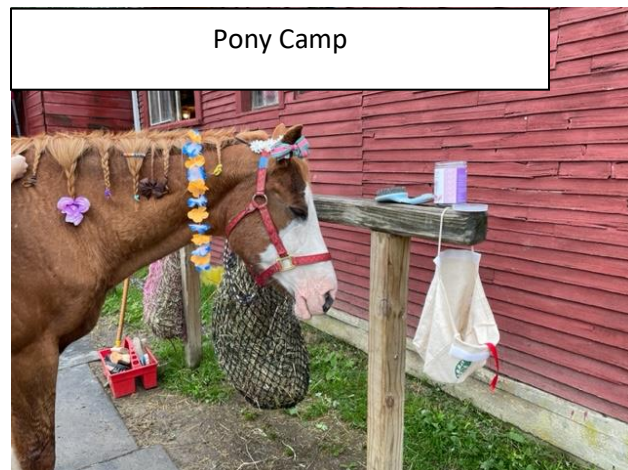
We finished off the summer camp season with our annual End of the Summer Picnic at North Beach. Campers from all 3 Recreation & Nutrition sites, Champ Camp, and Cool Camp attended the party which included a BBQ, bounce castle & obstacle course, performance by A2VT, and creemees. The day was a testament to our staff and camp cultures as there were nothing but smiles from everyone (175+) in attendance.

Recreation Programs & Camps

- The first two week of August included the jam-packed conclusion of the Recreation and Nutrition program, with tons of offerings to round out programming across all three lunch sites, including Four Winds Nature Institute, Old Spokes Home's bike maintenance pop-up workshop, visits from the Urban Park Rangers, Hip Hop Dance class, and on-site mini-golf through 802 Mini Golf.
- Recreation and Nutrition programming had an epic conclusion with field trips in the last week including Leddy Arena for Open Skate, Ben and Jerry's for a factory tour and scoops and North Beach for our 'End of Summer Barbeque' on the very last day of camp. Staff and campers alike were thrilled by the frequency and diversity of enrichment offerings this year, especially enhanced on-site culinary, cultural, and movement-based activities offered almost every day across sites.
- Following Recreation and Nutrition began the second annual 'Adventure Camp' program in the latter two weeks of August. One of the most significant differences from last year was that we offered full scholarship registration to participants pulled right from the Recreation and Nutrition program as well as from other community organizations that serve first generation and low-income families such as the Boys and Girls club and Sarah Holbrook Community Center. BPRW is proud to recognize that over 10 registrations over two weeks were paid in full using BPRW scholarship dollars. Like last year, activities over the two weeks were dynamic with a wide range of outdoor and recreation-based offerings. Activities both familiar and brand new included interpretive, ecological education with the Audubon Society of Vermont, a skateboard clinic with Talent Skatepark, bowling, hiking in the Winooski Valley Park District

and Vermont State Parks, kayaking, indoor rock climbing, municipality pools, bowling, and the Jay Peak Waterpark! *(see all the pictures at the end of the report)*

- A second round of private piano lessons for members of the AALV Youth Development program was also offered throughout the month. A dedicated group of core piano students have now been able to receive private piano instruction for 20 weeks through BPRW scholarships.
- Champ Camp wrapped up with sessions 6 & 7. Our last two weeks included visits to Petra Cliffs, North Beach end of the summer picnic at North Beach, blueberry picking at Mazza's, skating at Leddy Arena, Ben & Jerry's scoop truck visit, giant waterslide, visits from the Fletcher Library reading program, and trips to the beach.
- PAL (Parks Arts Library) Camp was our eighth week of camps at the Miller Center. The camp included visits to the Church Street BCA Gallery and Fletcher Library for activities. PAL Camp includes a collaboration with BCA and the Fletcher Library.
- Specialty camps included-Wicked Cool for Kids STEAM camp and Dungeons, Dragons, & Discoveries camp by Wicked Cool for Kids. Chess Wizards ½ day chess camp and the popular Pony Camps that take place at the Livery Horse Farm in Hinesburg. The pictures below are "Classy" and "Suzy", two 30 year old girls. The last day of both sessions includes decorating some of the horses and ponies.
- Tai Chi with the YMCA & Balance, Mobility, & Core with the YMCA also continue to take place.
- Intermediate Line Dancing will be wrapping up with fall & winter sessions.



Leddy Programs & Camps

- Hat Trick Hockey was a huge success this summer, reaching 78 youth, over 38 on-ice hours, in our partnership with coach Leon Lifschutz
- Our Urban Rangers visited our Leddy Camps on six different occasions this summer, helping our youngsters in Kinder Kamp (ages 3-5) become fascinated with the outdoor world
- Kinder Kamp continued to be one of the most unique and unduplicated offerings for care and adventure programming for kids in Burlington
 - Kinder Kamp conducted ice skating lessons for a total of 15 hours
 - Taught over 70 kids about flora and fauna of this area
 - Lead over 15 sessions of Storytime teaching important lessons about nature and friendship



- Our Camp Director Vanessa George lifted our camp offerings at Leddy to their highest level, showing everyday her commitment to her community and this facility. She has gone from Cool Camper, Figure Skater, Camp Counselor in Training (CIT), Counselor, and Camp Director during her career with us. She graduates college next year and we are so excited to see what she will accomplish next!
- Cool Camp did our first ever field trip and made it down to North Beach for a spectacular day of music, bouncy castles, grilling, and swimming. Our campers had the biggest smiles that day during the event put on by Gary and Kirsten



CORE Adult Center

- The Core Adult Center participants took off-site trips to South Hero to Allenholm Orchards, Snow Farm Vineyard, did a tour of the Five Sisters Neighborhood, attended “Senior Day” at the Champlain Valley Fair, and took a Three Star tour of Hannaford’s.
- On-site programs included:
 - Movement Classes-Bone Builders, Chair Fitness, Gentle Yoga
 - Garden Club-The class made a pea trellis for the raised bed garden. The group made blueberry jam and refrigerator pickles (made with dill from the garden) to take home to enjoy. One class was spent making herbed butter using herbs from our garden.
 - Cooking classes were offered with Chef Winnie who demonstrated fried green tomatoes and loaded hamburgers and Chef Mulu with healthy pasta salad.
 - We had a special treat from one of the participants who is from Peru. She made a delicious Peruvian lunch for the group.
 - Our monthly choices of Reminiscing and Sewing keep us moving and creating.
 - On Friday the 4, four of the CORE Center t participants went to the Miller Center Champ Camp and had lunch with eight of the Champ Campers. We had a great time asking questions and getting to know each other.

Recreation Events

- Leddy Beach Bites had a great 5 week run with fantastic weather, great music and good crowds. Food and alcohol vendors were very happy with the summer and our numbers were definitely up from last season.
- Planning for Wag the Waterfront on September 9th is going well. We are very much looking forward to our first dog-centric event at our Waterfront Dog Park.
- Planning is in full swing for our three Halloween themed events in late October: Halloween Bike Ride, Mystic Market and Halloween How!!!

Athletics

- Summer athletics camps & programs that took place and comments from the survey results:
 - Talent Skate Camp – session 3
 - VT Voltage Full Day Camp
 - Edge Tennis Camps – session 6-7

- Soccer Sparks Clinics – session 2
 - "Drago is the most amazing coach and program creator .Love all his sessions!"
 - "Please continue summer soccer program with Coach Drago. It is so nice that he teaches all the ages so the kids feel comfortable the following summer. We feel fortunate to have found the program!"
- NFL Flag Football League started on August 26. We currently have 49 kids enrolled in the three different divisions (K-2, 3-5, 6-8.) Late registration deadline is set for September 1, so there is still time for more kids to sign up.
- Fall Soccer League started on August 27. We currently have 198 kids enrolled in the three different divisions (K/1, 2/3, 4/5) and three sites (Calahan, Roosevelt, Leddy.) Late registration deadline is set for September 1, so there is still time for more kids to sign up.
- Registration is open for itty bitty soccer, disc golf clinics and the Talent after-school skate clinic. These programs begin in mid-September.

NFL Flag Football Fun Day



Recreation Facilities Division Update

Leddy Arena

- Staff have taken several actions following the July ammonia leak at Leddy including
 - Working on annual preventative maintenance contract for refrigeration system in order to be more proactive with work on our components.
 - Approval to contact with HCG Associates to perform a 5 year Mechanical Integrity Inspection and 5 year Hazard Process Analysis. These projects will look at both our mechanical system and our processes to ensure that we are EPA compliant for ammonia systems.
 - Sending one arena and one central facilities staff to three day introduction to ammonia training program in Virginia this fall.
 - Creating an emergency action plan in the event of a future ammonia leak.
 - Setting procedures in place for what tasks our staff can perform on the refrigeration plant and what will be left to our mechanical contractor.
 - After action report submitted to Mayor's Office.
 - Getting pricing to connect the ammonia detection system to the fire alarm system so that BFD is notified immediately in the case of a leak. Also pricing out a connection to the mechanical room door and the ventilation fan so that it turns on any time someone enters the mechanical room.
- In addition to our 16 sessions of camps at the rink, due to the incredibly rainy summer, the studio rink also served as rain site for 12 different sports camps this summer. August arena users included 13 different private rental groups, 20 hours a week of freestyle ice, Sunday-Friday public skating sessions and Monday-Friday stick & puck sessions. The figure skaters ended their summer with a public exhibition on August 25.

Miller Center

- After three months of covering the front desk with various staff, the Customer Service Associate position we are still in limbo with the union. We hope to post it soon and will be seeking an outgoing, hardworking individual who loves to work with the public and is strong at problem solving and finding answers! Our ideal candidate would also have strong communication and organizational skills and an ability to multi-

task and to work with frequent interruptions. If you know of such a candidate, please encourage them to apply!

- In August, the Miller Center hosted six different sessions of camps including Champ Camp, Chess Camp, PAL Camp and Adventure Camp. Other programming included Line Dancing, Table Tennis, Balance, Mobility & Core, and Tai Chi. We also rented space to 13 unique groups including a new adult basketball league, youth basketball practices, Burlington School Department groups, Baptisst church services and bible study, swordsmanship classes and of course private pickleball rentals. We also hosted the VT Senior Games pickleball championships on August 25-26.
- The end of summer is a welcome time for staff to "recover" the building from heavy summer usage and complete some painting and maintenance projects that are not possible during the camp season. We look forward to the return of our walking program, drop in pickleball and fall user groups next month!

Senior Games Pickleball at Miller



CORE

- September sees the return of Very Merry's school year programming, including a performance of "Black Beauty" at 6pm on September 28. Burlington High School's City & Lake Semester program will also return Mondays, Wednesdays and Fridays
- August programming included two weeks of Pony Camp, two weeks of Wicked Cool Camp, and one week of Lego Camp. Outside programming included martial arts classes, weekly vegetable distributions, an AALV community meeting, monthly GOP meeting and a Buddhist lecture which attracted over 100 spectators.
- Other projects that the Recreation Facilities staff have been/are working on include CAPRA review of Chapters 1 & 3, renewal of the lease for space at the ONE Center, preventative maintenance contract for Leddy Arena, VUEWorks training and setup of Leddy Arena and work as Treasurer for VT Recreation and Parks Association and as a volunteer on the VRPA Pickleball Tournament planning committee.

Admin Division Update

- Met with our final team lead for our CAPRA accreditation process. We are in a good place to meet our goal of deciding in early January if we will apply for accreditation, which then gives us two years to meet all the standards.
- Red Stone Cottage annex work is well underway. Farrington anticipates they will wrap up by the end of September.
- Toured the Mayor through the Urban Reserve, North Beach, Lakeview Cemetery, Red Stone Cottage and Cain Overlook to get his insight and support on the work.
- Continuing work on our BPRW Policy Manual – recent drafts include Credit Card and Contracts policies.
- Working with Recreation and Marketing on our VOREC grant (check out the cool graphics below on our new trailers)
- Continue to support staff for Board of Finance and City Council items.

#1 paid social media post in August



Marketing

- Worked with BCA to revise our Civic Rec registration page which now houses programs from both departments.
- Worked with Recreation to launch a Fall programs campaign in Late August. This included a new micro-site (btvparks.my.canva.site/fall-2023), flyers, posters, ads and social media campaign.
- Working on signage for parking, wayfinding, construction and project updates.
- Supported successful Beach Bites event series which wrapped up on August 9th – events were promoted with press, original artwork, graphics, posters, ads, new website, and social campaigns.
- Promoted Summer Community Day, August 20, at Oakledge park, and currently working on promotion of Wag the Waterfront, happening on Sept. 9 at the Waterfront Dog Park.
- Supporting the public outreach for Parks Planning projects including the Roosevelt Park Comprehensive Plan, Oakledge Universally Accessible Playground, and Leddy Pause Place.
- Marketing continues to manage the banner program on Main St and Shelburne Rd.

#1 “organic” social media post in August



View insights

Boost post



Liked by vtforestsparksrecreation and 155 others

btvparks Thanks to @btvparks Planning Team summer

Commission notes

- No additional notes



Outdoor Adventure Camp – 2nd year of the program and it sure looks like everyone had a great time from all the smiles in the pictures! The program provides options for families during two weeks of August when most other camps have finished up for the season.

