



PARKS & RECREATION COMMISSION
Minutes
August 4, 2020

Commission Present: Barlow, Todd, Traverse, Hurley, Johnson and Harris

Staff Present: Wight, Cahill and Putzier

The meeting was convened at 5:35 p.m. by Traverse

Approval of Agenda

Motion to approve the agenda as amended by Wight to add item IX.V. Discussion of School Use of Parks by Todd, second by Harris, motion carried.

Approval of Consent Agenda

Traverse read the agenda and the motion into the record and was moved for approval by Todd, second by Barlow, motion carried.

Open Space Climate Action Addendum

Cahill, BPRW Land Steward, introduced himself, Zoe Richards and Rebecca Roman, stated they presented before the Planning Commission last week and are very excited about the amendment. Cahill explained how his full time position with BPRW works with lands and trails on a daily basis and this amendment is very important with his work, he manages the Legacy fund to acquire land and do stewardship, and this document works with how to use and is a planning document that reflects Burlington's values. The original plan was updated in 2014 and the City has made a lot of progress in green infrastructure and natural areas. Felt for Burlington to move forward would need more investment in solutions. Cahill handed over to Roman and Richards to explain the amendment in further detail.

Roman explained that the action plan was an addition to the 2014 update and to create a lasting legacy. Does not address how to take climate action and focus on recognizing climate change and natural areas role in that. Stated that any action that conserves, improves or strengthens the ecosystem is considered a nature-based climate solution. Explained the original goal to increase the urban tree coverage and adding working collaboratively through education, volunteerism and community input and to start the framework for the next open space protection update in 2025.

Richards gave a list of efforts that are already happening in the City either actually by the City or within the city as a whole.

- Tree planting
- Restoration of wetlands
- Improving trail marking and accessibility and managing trail locations to protect sensitive areas
- Increased wildlife monitoring
- Conservation of land with legacy funds
- Managing conversion to native plant species
- Invasive species removal pilot project in the Intervale
- City-wide trail stewards pilot project



Will need to hire consultant with Conservation Legacy funds for a full scoping study and will come back to this commission at a later date for the request for funding. Will get more public outreach first and approvals from others.

Todd asked where lake water and ecology fits into the plan and if it is excluded or if another area in the plan addresses that issue. Roman said the way it will be written it does not mention all the ways it can be done so it is all inclusive, have not explicitly called out water and the lake. Have addressed areas upstream and those do support the water. Richards added that natural areas are significant and don't have just a few spots but at the delta of the Winooski river, enormously significant areas of wetlands. Inter department collaboration is part of the plan and would include storm water management work and all departments would work together. Todd would like more specific wording addressing the Lake.

Harris asked how much of the Lake would fall under a State issue versus a Local issue and Richards said she did not have a good answer, would like to add to if possible but could not answer.

Barlow thanked for presentation and was encouraged by the initiative.

Harley thanked for and felt the school districts participating as well sounded like a great educational opportunity for kids.

Traverse asked if anyone wanted to be more involved what were the next steps, was told going to City Council next for request of Legacy Funds. Cahill stated can get involved at any level always looking for volunteers in the immediacy, also couple of meetings, getting approvals, getting plan to point of RFP and once consultant is hired, the idea of how the RFP will be written and available, if background in consulting could put yourself in that ring. As well as public input process along the way. Stated any other thoughts or requests to be added to the plan could be emailed to either Richards or Roman.

The Commission moved support of the Open Space Climate Action Addendum by Todd, second by Traverse, motion carried.

Arms Forest Update

Cahill started by stating that the Arms Forest property has 5 different land owners and 30 acres are owned by the City of Burlington, made much headway on the property, did ecological assessment and a scoping study to support trails and natural areas. Found natural and wild areas were split 50 percent with 50 percent in favor of bike usage and other quiet activities. Landowners were engaged for management issues, came up with trails plan. Closed a few paths that were either going through protected species areas or unsafe, closing several social trails for revegetation. Leveraging monies to do professional building of trails, continue to launch trails stewardship program, going to NPA meetings, reaching out on Front Porch Forum and working on a trails map.

Public Forum (Time Certain 6:00PM)

Public forum opened at 6:02 p.m. by Traverse.

Mullowney spoke regarding Leddy Park with what he said were dozens of people at the park every night, lighting fireworks, having bonfires and waking residents up at all hours of the night. He explained how he had called the police but they had said it is difficult to catch the individuals. Mullowney feels we are



on the cusp of something bad happening in that location. Stated some residents are planning to move and have pleaded with the individuals to not light any fireworks. Said lots of dogs on the beach and not a lot of staff presence and does not want to see a dog park on Leddy Beach. Suggested ticketing cars after hours, putting up a gate, asked to work with police and start enforcing the rules down at Leddy.

Bill Keaton, professor at UVM said that he appreciates all that BPRW is doing on climate action and working with the college and offered couple of ideas for frameworks, mitigation and adapt to also general strategy that has three specifics to follow and answer; resisting, resilience and transition, he offered to help answer and work through these with staff.

Public forum closed at 6:06 p.m.

Beach Closures & Proactive Measures

Todd said about a year ago she remembered going to the beach being a problem, having activities when the water is not usable or closed and she wanted to have further discussion and see how others felt regarding the issue. She did say there had been limited closures this year and as the City of Burlington, BPRW does an amazing job monitoring and notifying when a beach is closed and wanted to know if any long or short term plans were in place if a beach closes.

Harris agreed and felt a serious problem, last year it was a problem, he stated he is signed up for text updates when closed but not usually the entire Burlington beaches are closed. Suggested getting information out to all.

Barlow asked when a beach is closed does the beach get blocked and closed and Wight said no, only the beach because other park areas other than swimming are used. Unfortunately can't repurpose lifeguards as they are making sure people do not go into the water. Working on a map so that people can see not only what is closed but what is open.

Wight encouraged all to go on the City Facebook page to see the fountain that was tested at City Hall Park.

Todd asked if there was a reason that a hose and sprinkler could not be hooked up at the beach and Wight said then it would create more of a challenge and liability, potentially it could be done but a lot of other issues around turf, puddling and other issues. Todd asked if could look at other options moving forward into the future to see if there is a backup plan if beaches are closed. Ultimately it was said that it was not a big priority and generally other beaches are open. Todd also asked about what the interest of looking at different systems to combating the bacteria in the lake are and Wight said the Lake is too large for the City of Burlington to take on.

Barlow suggested having someone from the State come and speak to the issue at a future meeting.

Leddy Park Beach Parking Fees

Wight stated this came up to the Commission a few years ago and the commission was not interested at that time and currently getting a lot of people using the beach, could work around Arena use and other specific seasons and how they use the beach portion of the current park pass. Reminded folks that it is only for parking that all walking or biking into the park is free. Some will park down the road and walk in and have to keep that in mind.



Wight said different issues around having a gate but the main issue was the impact to police and fire having access. The reality is that even if you have a gate you can still bike or walk to get in. Also concerned with who would close the gate.

Barlow said there used to be a gate at the top of Leddy Road years ago and it might help to alleviate a lot of the current problems and felt the staff, police and fire could have keys to access. Charging for parking he felt was totally acceptable and having a kiosk would help keep track of number of cars and control some of the crowding. Supports gate, charging to park and felt it would solve a lot of problems.

Todd supports charging for parking, suggested charging COVID rates, but questioned when the charging would begin and Wight said not until next season and would have to go through pricing policy and other specifics.

Harris asked what the police enforcement is like and was told by Wight that they have no enforcement and it is very frustrating. Wight said the signs are very visible as to what the rules are and having multiple signs all over with every issue is not going to correct the issue.

Barlow said that the police department said they were not going to come because they were busy with other issues and when they can't enforce it really emboldens people to continue.

Harley said since an income base is needed to help with the issues, thus charging for parking, and as this develops there is a way to increase the knowledge as to where to park, asked if there was a way to avoid off street parking in neighborhoods and Barlow added that he knew what streets they would park on as they already do since it is closer and it would likely not make a difference.

Traverse agreed with the low income being more known to people as well as agreed with idea that it would help with some of the problems that are currently happening down at Leddy.

Municipal Violations

Wight said she had given a memo to all ahead of time and came to the realization that the department has enforcement capabilities in BPRW. The Arborist can write a ticket if you tie a horse to a tree, however not as easy as giving staff a ticket book, they must have training, if appealed you would have to go to White River Junction. Basically facing enforcement issues, the issues that the police should not have to deal with typically that make sense for staff to handle. Looking to advocate for having a park ranger type program, that can carry guns and so on and trained for tickets and the like but do not have to carry guns. Would not have individuals that are changing bathrooms and picking up garbage currently but rather a new position and asked for thoughts on taking over the parks patrol program. Wight liked having park rangers as it changes the type of job and enforcement.

Barlow asked if it would be a day job or seasonal and shifts and Wight said it would have to be nights as well as days and not sure of the final logistics. Barlow really liked the idea and Todd agreed fully with the idea and not taxing the people that are already working in other areas but adding a separate enforcement group within the department that were trained and hired within BPRW.

Todd said she worked with restorative justice and suggested speaking with them for help with citations and community service versus having to be law enforced.



Harley felt an excellent idea and liked the idea of integrating options to pay off work.

Traverse asked if Wight had any thoughts of what could be done now in terms of Leddy and all the other issues that have come up and Wight said working on short term as well as long term solutions. Feels important to reflect on who is complaining as the loudest voice being someone that lives right on the water and right near the park. Don't want to forget that the vast majority of people do not have direct access to a beach and have to be considerate of all people.

Barlow asked about a congregate group of people gathering and the concern of COVID and spreading infection. Wight said the college student is a challenge, as they are all in the same dorm, are they all in the same household, not monitoring that currently, have not restricted in many ways. Stated she felt Oakledge Park self-monitors due to parking availability and not having a choice.

Increasing Community Engagement for Commission Meetings

Postponed to September Meeting

Schools Use of Parks

Most parks do not need to be approved but Ethan Allen Park requires permission for the Schools to use, Wight asked if a blanket approval for the Schools to have access to utilize parks for potential outdoor spaces could be approved, and the department would work with them on the outdoor spaces and the logistics.

Wight said likely would be using indoor space at Miller for afterschool as well and would like it to be run by School department. Does not anticipate the use of outside parks being a problem but didn't want them to be stuck if necessary. They would be using larger parks not community small parks. That could be stated in the motion if it was the commission's desire.

Hurley made a motion to approve the use all city parks during the school day for the 20-21 school year, second by Barlow, motion carried.

Fall Retreat, Goal Setting

About two hours, not full one like before, look at what done and setting new goals and suggested setting the final date at the September meeting.

The commission wanted to have the retreat and will choose the date at the September meeting.

Commission Topics on Hold, Priorities

Wight said making good progress on addressing the issues that were discussed at the last retreat until COVID hit, wanted to remind all of what was still pending and how all felt about getting to and the priority. Wight went over the list of topics that were on the list with the commission and asked to remind her of any items that the commission would like to get into.

Report from Commission on Volunteer Hours

Putzier asked the Commission if they had any additional hours for the month of May, Traverse and Johnson each had an additional hour.

**Director's Items**

Wight said August 13th doing press event at Roundhouse Point Path, 1pm hoping to do in depth tours, reaching out to invited list and attendees will be able to sign up for a time slot. Encouraged everyone to check out Parks Facebook page to see the new fountain going off in City Hall Park. Champlain Senior Center started some on site programming, very controlled and lots of handwashing, with support of State, will be awarding Bikepath contracts at City Council to Harrison Avenue and construction to realignment of Maple to College. End of August will be final piece Proctor Place to Flynn and then Harrison to Lakeside bridge new pavement, but not full width of path.

Commissioner's Items

No comments.

Adjournment

Motion to adjourn at 7:48 p.m. by Harris, second by Johnson, motion carried.

DR



City of Burlington Parks, Recreation & Waterfront (BPRW) POLICY

‘GEOCACHING, LETTERBOXING, WAYMARKING, QUESTING’ ON CITY PARKS

Background and Philosophy:

Geocaching, Letterboxing, Waymarking, Questing, and similar pursuits have become a new and growing recreational activity in many BPRW parks. “Caches”, quests, or letterboxes (typically a plastic box with various items in it) with established locations are posted on the Internet. Global Positioning System receiver (GPS) are then used to find the location coordinates, and sometimes puzzles and clues, to find hidden objects. Letterboxes are found utilizing clues and/or orienteering directions. Once found, a cache may provide a wide variety of exchangeable cache items, or be so small so as not to contain anything but a small ‘log book’. The cache visitor may take items from and leave items in the cache, and sign the cache log book. The geocache, quest, and letterboxing communities use the Internet extensively for posting locations and notes about their experiences.

Letterboxes include a log book and rubber stamp used to stamp the finders’ log book. The finders stamp the letterbox log book with their personal stamp. Waymark locations typically have no cache or letterbox, but an item of interest to see. Questing is typically a series of educationally based clues or questions used to find the final location, where there is a box to find. For purposes of this policy, the term “Geocaching” shall refer to all such activities.

These versions of orienteering can offer participants a rewarding outdoor recreation experience. In many situations in BPRW parks, such use is compatible with and could even complement municipal land management objectives. In other situations, such use may conflict with management goals to the extent that it may not be appropriate (as is the case for state wildlife management areas where such use is prohibited). While BPRW encourages this legitimate and valuable use of its parks whenever appropriate, the activity must be carefully managed in order to minimize potential resource damage and land management conflicts, and to ensure such activity does not pose any safety or health risks to participants and the general public.

Policy:

BPRW believes if properly managed, geocaching and similar pursuits are an appropriate activity for many parks. It is the policy of BPRW to manage this use in a manner consistent with its role as a provider of outdoor recreation, while protecting the resources at the site and providing for the safety and security of site visitors. Responses to requests for placement of caches, quests, or letterboxes must weigh the relative impact of this use of BPRW managed properties against the potential impacts that may be anticipated on the resource, the public and BPRW programs. BPRW encourages virtual caches (i.e., waymarks, use of a unique natural feature, park sign, etc.) in lieu of physical caches where appropriate. All geocache proposals for BPRW parks will be considered on a case by case basis in accord with the procedure and guidelines outlined below.

Procedure for Implementation:

Installation and establishment

Anyone wishing to place a geocache, quest, letterbox, or similar item or to establish a waymark location on PRPW parks must complete a **'Geocaching Activity' Identification Form** (see Attachment A) and submit it to the Land Steward. The following guidelines will be used in considering such requests:

- Geocaches, quests, or letterboxes, and similar items and waymarks will not be permitted in any sensitive natural or cultural area, or in any dangerous or inappropriate areas.
- Geocaches, quests, or letterboxes, and similar items may not be buried, nor any vegetation or stones disturbed when placing the items.
- Geocache or letterbox, or similar item containers should preferably be transparent and have some form of latch or other closure to deter wildlife. If military 'ammo' boxes are to be used they must be re-painted in a non-military color and properly labeled with the appropriate activity label.
- Geocaches and letterboxes, and similar items shall not be placed in plastic or metal pipes.
- Geocache or letterbox, or similar item name and owner name must be clearly visible on the exterior of all containers. The geocache or letterbox, or similar item name must be the same as indicated on the Identification Form and any web site posting.
- A log book is required in all geocaches, quests, letterboxes, or similar items.

Monitoring, inspection and removal

- Contents of geocaches, quests, and letterboxes, and similar items are subject to inspection by Agency staff at any time. Agency staff have the responsibility and authority to remove any items deemed unacceptable.
- Geocaches, quests, letterboxes, or similar items shall be removed by the responsible party (i.e., geocache or letterbox, or similar item owner) no later than three (3) years from date of placement, the site restored to its original condition, and the appropriate Agency staff notified in writing of its removal. Requests for extensions beyond three years are to be made to the appropriate Agency lands administrator.
- The responsible party shall archive and delete site location(s) from all publications and/or web sites within seven days of removal of a cache or letterbox, or similar item on ANR lands.
- Geocaches, letterboxes, or similar items and their contents that are removed by Agency staff are to be documented in an incident report, and the owner notified.
- Unauthorized geocaches, quests, letterboxes, and similar items on ANR lands will be removed and treated as abandoned property, and the responsible person may be cited for littering.

City staff should periodically review appropriate websites to monitor caches and letterboxes, and similar items or waymark locations on BPRW parks.

Short term similar activities sponsored by BPRW staff for programs, conservation camp activities or other like purposes should also adhere to the above guidelines.



Responsible Party Contact Information:

Name: _____

Address: _____

City: _____ **State:** _____ **Zip/Postal Code:** _____

Day Time Telephone Number/Cell: _____ **Other:** _____

E-Mail Address: _____

Geocache Information:

I wish to place a geocache in _____ Park

Type of geocache/letterbox/etc: ☐ Traditional ☐ Multi-Cache ☐ Virtual/Mystery/Puzzle
☐ Webcam ☐ Letterbox Hybrid ☐ Event ☐ CITO ☐ Other

Geocache/Letterbox/Etc Name: _____

Geocache Website (where cache will be posted): _____

Geocache Container Description (size, color, etc.): _____

Cache Coordinates and Map (WGS 84): _____

(If multi-cache, additional coordinates): _____

Geocache Rating (difficulty): _____ **(terrain):** _____

Description (cache site description(s), accessibility, likely routes of approach, etc:

I have read, understand, and agree to abide by the City of Burlington's Department of Parks, Recreation & Waterfront's policy on geocaching on City Parks.

Responsible Party/Cache Owners Signature



To submit a hard copy of this form, please use the print button above, fill out completely, and mail to:

Dan Cahill

Burlington Parks Recreation and Waterfront

645 Pine St. Suite B

Burlington Vermont 05401

802-865-7247

dcahill@burlingtonvt.gov



TO: Parks Commission
FROM: Cindi Wight, Director
DATE: August 24, 2020
RE: Park Closing Hours

Background:

We have had a summer of challenging behavior at Leddy Park, especially after dark. It isn't the only summer of the behavior but this year has been especially challenging. We recently notified the community that the Burlington Police will be enforcing the parking lot closing hours at Parks. In doing this, we researched the Park closing times and realized they needed to be updated.

Leddy Park has a closing of 11:00 p.m. when the rest of the neighborhood parks close at 9:30 p.m. We believe the difference was due to the past history of a lit softball field and sanctioned late night softball games. Now the history includes late parties at Leddy Beach including unauthorized beach fires, fireworks and other challenging behavior and the field is no longer lit for night games.

Perkins Pier allows cars to stay to 11:00 p.m. but Waterfront Park is set for 9:30 p.m. With both of those venues serving residents and visitors for downtown dining the later time makes the most sense.

The original language included exceptions for skaters which we would continue.

Recommendation

- 1) Change Leddy Parking lot closing to 9:30 p.m.
- 2) Change Waterfront Parking to 11:00 p.m.

Recommended updates to Appendix D – Section 5 Park Closings

5 Park closings.

(A) Motor vehicles are prohibited at all times within the confines of City Hall Park, Champlain Street Park, Lakeside Park, Pomeroy Park, Roosevelt Park, Smalley Park and Battery Park.

(B) Motor vehicles are permitted to be driven and/or parked within the confines of Waterfront Park, Leddy Park, Calahan Park, Oakledge Park, Ethan Allen Park, North Beach Park and Perkins Pier, provided that:

- (1) Motor vehicles shall be excluded from the confines of Leddy Park between 11:009:30 p.m. and 6:00 a.m., except that motor vehicles may be driven and/or parked within the confines of Leddy Park during such time for the purpose of attending scheduled skating events at Gordon H. Paquette Municipal Arena. Motor vehicles shall be excluded from Perkins Pier and Waterfront Park between the hours of 11:00 p.m. and 6:00 a.m., except that motor vehicles may be driven and/or parked within the confines of Perkins Pier or Waterfront Park if the person driving and/or parking such vehicles displays on his or her dash-board a late parking permit obtained from ~~the attendant upon admission to the Pier~~ a Burlington Community Boathouse employee.



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- (2) Motor vehicles shall be excluded from the confines of Schmanska Park, Ethan Allen Park, Waterfront Park and Oakledge Park between the hours of 9:30 p.m. and 6:00 a.m.



TO: Parks Commission
FROM: Cindi Wight, Director
DATE: August 24, 2020
RE: Beach off leash areas and Permitted Beach fires

Background:

Burlington loves dogs and beaches! Currently dogs are allowed at what is known as “Texaco Beach” and are not allowed but frequently are at Oakledge, Leddy and Northshore Natural Area.

Beach fires are a regular occurrence at Leddy Park and have been for generations.

What if we embraced some of this as there is obviously interest and created sanctioned areas?

DOGS

1) Leddy

- From the southernmost ramp to the south end of the public beach allow for dogs.
- Add signage between sections – one to indicate no dogs allowed and another identifying private property line

2) Oakledge

- Allows dogs at Oakledge Cove keeping Blanchard Beach as no dogs allowed. This was recommended as part of the Appendix D change with the 2011-2013 Task Force.

3) Northshore Natural Area

- Allow dogs in the section between the southernmost set of stairs and the ramp leading down to the natural area and keep the section between the ramp and the northernmost set of stairs as no dogs allowed.

BEACH FIRES

Consider creating designated areas at City beaches for permitted beach fires. A permit would have an associated fee and designated hours.

NEXT STEPS

Continue the discussion at the next Parks Commission meeting with the potential of a vote.

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – September, 2020

Stories

Hi Susan,

Wanted to thank you and the staff, including Miriam and Linda and Barbara, for offering the Wicked Cool Rocket Science Camp a few weeks ago! Emijoi had a really good week and a lot of fun learning experiences, including the rocket launch(!), so thank you all so very much!

We appreciate Burlington Rec offering camps this summer. We live in South Burlington and most of their camps had to be canceled, including a Wicked Cool camp we had signed up for, so are grateful for the chance to still attend fun (and safe) summer camps.

Thank you!

Sincerely,

Jen Woodard

What are the top issues on your mind?

- Bike Path - projects out to bid and realignment
- Fall/Winter recreation planning and meeting the needs of the community

Department accomplishments and notable staffing developments since the last report?

- Reduced summer assistance at the waterfront, grounds, and cemetery divisions have required full-time staff to take on tasks and workloads more than ever before and they have been very successful in keeping our parks safe during a time of increased use.

- We have been approved to fill the Bike Path Maintenance Specialist position and will be posting the position soon.
- Our facilities team dispatched compost containers and coordinated waste collection for all park and public buildings for compliance beginning July 1.
- We are working with the DPW Water Division to share a full-time custodian position. We currently have a part-time position vacant and Water needs custodial support. The position will need approval from Board of Finance due to the change from PT to FT but will have no impact on the general fund.
- The Trees team is in the process of planting all the perennials at City Hall Park. They look amazing!
- Jen Lacey is our Coach of the Year. Check out the video we put together for her. She was originally on the schedule for our April Commission meeting which was canceled. The video allows us to get the word out to more of the community on the good work she is doing for BPRW! <https://youtu.be/tRN5LHShSUA>



COVID-19

- The Recreation team is working on fall programming in light of COVID. We have made the decision to not print a catalog but instead will provide an on-line catalog. This will help eliminate “old” information with the unknown pandemic landscape for the fall. Our on-line catalog will only have fall information in August rather than our usual fall/winter program. We will utilize the schools to help us reach K-6 youth in regards to programming along with our on-line presence. We are working with the school district and the Innovation and Technology Department to help determine the role BPRW can play this fall with the new school schedule.
- We are working with other departments on supplies to try to ensure we have at least 90 days of PPE supplies on hand prior to the start of fall.
- Champlain Senior Center started limited in-person programming the week of July 17th. Seniors may choose one of two days to attend and must pre-register. They are utilizing the larger, lower level space at the Old North End Community Center.
- Richard Bailey, our events compliance coordinator, has been working with the RRC on cooling center locations. This has been very challenging and there are no immediate solutions.

- Due to increased beach use we have needed to groom beach more than usual without the usual support of our Campground work crew.

Major upcoming events:

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

- Grazin' on the Greenway has been a successful pilot this summer. Unfortunately, there were limited trucks available so we were not able to expand the trucks at the Waterfront or provide trucks to neighborhood parks. The ice cream trucks have been the general standby and I have importantly tested them at least twice!

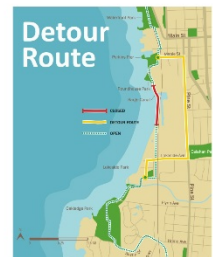
<https://enjoyburlington.com/event/grazin-the-greenway/>



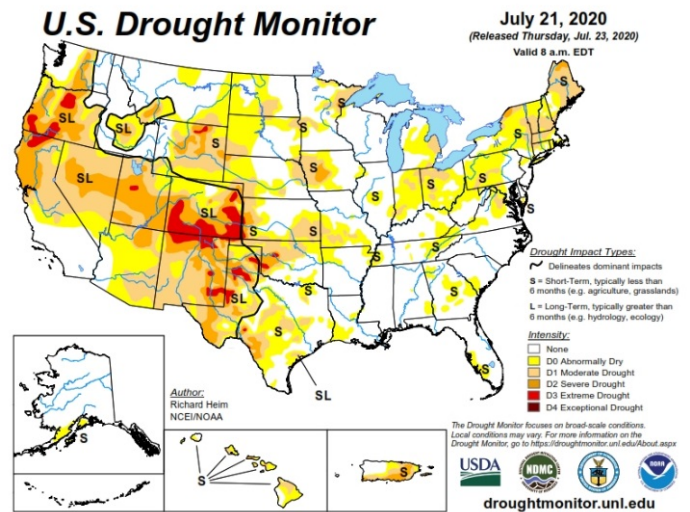
Project and Park updates

- The AARP Fitlot at Miller Recreation Center is completed and gets regular use.
- We have tentatively scheduled August 13th for a press event opening up the Bike Path from Perkins Pier to Roundhouse Point.
- The Barge Canal section of the bike path has been moving at rapid speed and is on task to be completed in late August/early September. Our contractor will move from there to the last section of 3a North which is between Roundhouse Point and the Barge Canal.
- Bike Path 3a South (Barge Canal to Harrison Ave) bids are in and we will look for approval to award the contract at the August 10th BOF and City Council meeting.
- Bike Path 3b North (Just north of Flynn at Blanchard Beach to Proctor Place) is out to bid and we will look for approval to award the contract at the August 24th BOF and City Council meeting.
- Work on the Bike Path Realignment between College Street and Maple Street continues as VTrans' plans for the rail realignment keep moving. Underground utility work at College Street for the rail portion of the project will be underway in October.
- Leddy Tennis Courts Reconstruction, Calahan Tennis Courts resealing and Starr Farm Dog Fence replacement are all under contract and awaiting scheduling to get underway in the next month
- The small restroom at the campground floor has been replaced and work continues on the North Beach Cottage. The latter project has uncovered more challenges but staff are working on the resolution.
- Lakeview Cemetery Section 8 designs have been reviewed internally by staff and the Cemetery Commission. Our consultant is working on presenting a final conceptual plan based on all feedback.

**PATH
CLOSED
AHEAD**

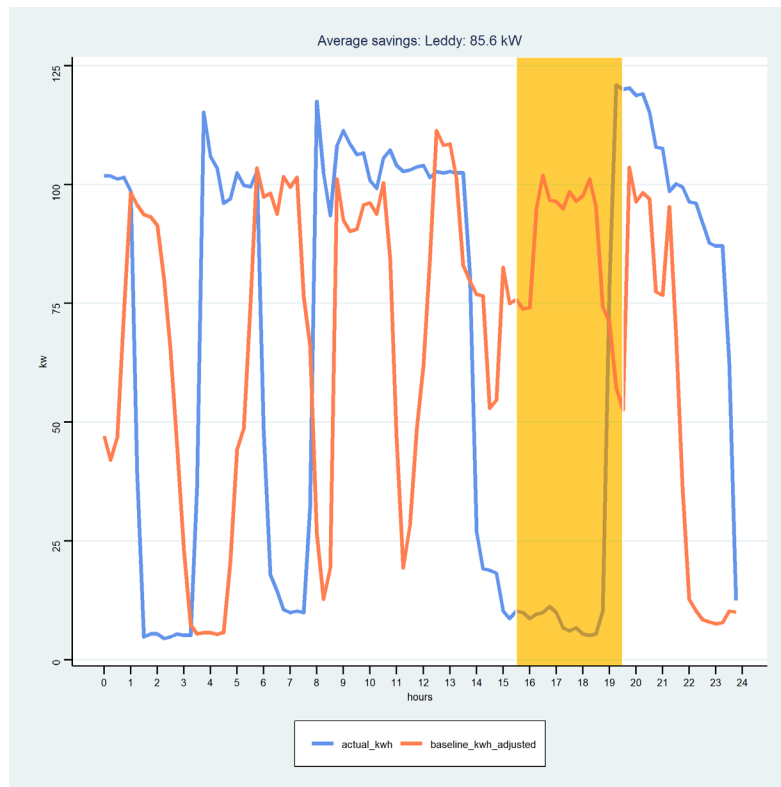


- New fitness signs have been installed at the three fitness stations on the Greenway. The signs have been an overdue commitment to UVMVC. We will install the remaining signs as the fitness stations are built (Leddy, Starr Farm and Oakledge).
- We are experiencing a moderate drought which has required all trees and shrubs planted within the past three years to be watered regularly. This has created a drain on existing water systems due to demand and required regular repair to the irrigation systems. The Grounds crews have alternated mowing practices in order to keep grass alive. Check out Leddy softball and Calahan athletic fields for the excellent condition due to the hard work of the Grounds crew!
- We were able to support “spring” sports that are running June, July and August. The crack of the bat is heard around the city!



Recreation and Recreation Facilities Update

- We successfully Beat the Heat again, working with BED, to reduce energy consumption at Leddy during heat waves.





MEMO

Date: September 1st, 2020
To: BPRW Commission
From: Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate
RE: Concert at Waterworks Park, Amplified Sound Approval for September 19th, 2020

Request to hold a fundraising event at Waterworks Park.

Zachary Schuster is requesting to hold a private, ticketed music event at Waterworks Park on Saturday, September 19th from 6pm – 10pm. They are requesting to have amplified sound, with the performer placed near the corner of the water treatment building and all sound will be directed out towards the lake. They will also be having video projections on the same building. They will have a decibel level reader on site to ensure sound remains under 85 decibels. They will have security on site to enforce their COVID safety measures throughout the event. The event will not exceed 120 attendees, and have roughly 10 staff on site. They will be having a food truck.

It is on a day with no conflicting events.

Staff Recommendations:

Approve event.



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PARKS & RECREATION AND HARBOR COMMISSION

Tuesday, September 1, 2020, 5:30PM

Remote Meeting via Zoom

To Join the Meeting on a Computer

Link: <https://us02web.zoom.us/j/89841286128>

To Join the Meeting on a Phone

Number: 1-301-715-8592

Meeting ID: 898 4128 6128

AGENDA

- I. Approval of Agenda
- II. Action Item: Appointment of Chair and Vice Chair, Cindi Wight, Director, BPRW (verbal)
- III. Consent Agenda
 - A. Action Item: Approval of Minutes of August 4, 2020 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Request for Amplified Sound at Waterworks Park by Zachary Schuster, Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate, BPRW (attachment)
*waive the reading, accept the communication, approve the request for waiver and place on file
- IV. Information Item: (10 min.) Volunteer of the Year Award, Emma Allen, Events Planner, BPRW (verbal)
- V. Action Item: (15 min.) Geocache Policy, Cindi Wight, Director, BPRW (attachment)
- VI. Public Forum: (Time Certain 6:00PM)
Please see page 2 of the Agenda packet for details on how to participate in the public forum for this meeting.
- VII. Action Item: (10 min.) Park Closing Hours, Cindi Wight, Director, BPRW (attachment)
- VIII. Discussion/Action Item: (15 min.) Revision and Update of the Off Leash Dog Ordinance, Rules and History, Cindi Wight, Director, BPRW (attachment)
- IX. Discussion Item: (15 min.) Beach Fires and Off-Leash Areas, Cindi Wight, Director, BPRW (attachment)
- X. Discussion Item: (10 min.) Oakledge Park 50 Years, June 2021, Cindi Wight, Director, BPRW (verbal)
- XI. Discussion Item: (10min.) Increasing Community Engagement for Commission Meetings (verbal)
- XII. Discussion Item: (5 min.) Date for Commission Retreat, Cindi Wight, Director, BPRW (verbal)
- XIII. STANDING ITEMS:
 - A. Report from Commission on Volunteer Hours (verbal)

XIV. Director's Items (attachment)

XV. Commissioner's Items

XVI. Adjournment

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



Guidance for Participating in a Virtual Parks Commission Meeting

As social distancing measures to preserve public health and safety continue to be required to prevent the spread of COVID-19, or are recommended as a standard practice, the Parks, Recreation & Waterfront staff will be supporting the Parks Commission to conduct their meetings on-line via Zoom. Here is information about how to join a virtual meeting, and what to expect while participating.

General Guidance for Public Participation

Please remember that in this digital meeting environment, meetings are open to the public and anyone may be watching or listening even if you cannot see them. Meetings will be recorded, and both the recording and chat content of the meeting will be maintained as a public record.

Please ensure your display photo and screen name are professional, such as using your first and last name. Please test your audio and video prior to the start of a meeting, and familiarize yourself with how to join a meeting by your chosen method. And finally, please be patient with us. Technology doesn't always work as planned, and we are all learning how to hold a successful virtual meeting!

How to Join a Virtual Meeting

Zoom allows participation via either computer or telephone. Each agenda for a meeting that will be conducted virtually will include details about how to join via either of these options, including a web address, phone number, Meeting ID, and password.

If you participate via computer, you have the option of seeing Commissioner videos and any presentation materials that may be shared. If you use either a standard phone or cell phone to call in, you will only hear the audio portion of the meeting. If you join via a smartphone, you may have the option to download the Zoom app, which will enable you to see and hear the meeting.

How to Participate in a Virtual Meeting

During meetings, only Parks Commission members and limited staff members will be viewed on video. Members of the public attending a meeting will be muted, except when invited to speak during public forum or a public hearing. Whether members of the public can speak at other times during the meeting is the discretion of the Chair.

If you want to speak during public forum, please take the following steps to assist us in making this process run as smoothly as possible:

- Email staff at jputzier@burlingtonvt.gov by 5pm on the day before a meeting to indicate your interest in speaking. You do not need to provide your comments. Staff will enable your microphone as your name is called from a list of interested speakers.
- During a meeting, you can text (802) 922-3381 and a staff will enable your microphone and invite you to speak when your name is called or you can use the "Raise Hand" feature.
- If you are interested in submitting your comments in writing instead of speaking during the meeting, you may do so by 5pm the day before a meeting, they will be forwarded to the Commissioners ahead of the meeting.

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact the Parks, Recreation & Waterfront department or 711 if you are hearing or speech impaired.



TO: Parks Commission
FROM: Cindi Wight, Director
DATE: August 20, 2020
RE: Revision and Update of the Off Leash Dog Ordinance and Rules

Background:

A resolution for a pilot off leash program was passed by Council in April 2000 establishing off-leash area rules and locations for City Parks. The pilot was set for 12 months with a report due back to Council within that time period. The pilot would expire in 18 months from when the rules were changed unless directed by City Council. **In 2002 a resolution was passed by City Council to extend the pilot period to June 14, 2003 due to a late construction of the fenced dog park at Starr Farm. No further action has been taken by the City Council since 2002.**

In 2011 a work group, led by then Director Mari Steinbach, began meeting to establish a strategic approach to improve and expand the offerings of the City of Burlington Off Leash Areas based on council recommendation. The group met extensively for two years researching other city off leash areas and getting input from the community. In our files is a memo dated June 2013, from then director Jesse Bridges, to Council including the work group's final report. **There is no evidence that the memo made it to a Council meeting** and/or that the Ordinance Committee reviewed and approved any changes. The understanding I have in communicating with staff is that the decision was made to put the project on hold as the department was getting ready to go through a Master Plan.

Moving Forward

The recommendation from the Task Force included a minor update to Chapter 22 section 13 of the City ordinances. The more substantial changes were in Appendix D and a suggested additional policy. The recommendation was to have the Appendix D have more broad rules and the detail within them to be accomplished through a policy approved by the Parks Commission.

Based on the understanding that the process to update Appendix D is a resolution direct to City Council without the need to go through the ordinance committee our recommendation is to maintain the detail in Appendix D. By maintaining the detail in Appendix D it is easily accessible to the community and staff.

Recommended updates to Chapter 22 section 13 – Animals prohibited, exception.

Current ordinance (22-13)

No domestic animals, except dogs, shall be permitted in any park.

Suggested language (22-13)

No domestic animals, except dogs, shall be permitted in any park. Dogs shall be held in leash by their owners unless in designated off-leash areas.



Recommended updates to Appendix D – Section 7 – Off-leash dog areas

See attachment immediately following memo

Process

- 1) Approval by Parks Commission and PACC of updated Department recommendation to maintain detail in Appendix D**
- 2) Submit ordinance change request to City Council**
- 3) Submit resolution to City Council**

History of project in one combined PDF from 2000-2013:

- 1) 2000 and 2002 City Council resolutions (pages 1-10)**
- 2) 2011 Memo establishing Work Group (pages 11-12)**
- 3) 2013 Staff Memo to Councilor Shannon with results of work (page 13)**
- 4) 2013 Final Report to Council from the Work Group (pages 14 – 35)**

7 Off-leash dog areas.

A. Designation of Areas. The following areas are designated as areas managed and regulated by the board of parks and recreation commissioners for the purpose of allowing dogs to be under control of the owner or another individual by means other than physical restraint:

(1) Fenced Dog Parks

a. Starr Farm Park. That portion of Starr Farm Park that is bounded on the east by the Burlington Bikeway and bounded on the west by that part of Starr Farm Park which is set aside for community gardens.

i. Times – 8:00 a.m. to sunset or 8:00 p.m. whichever comes earlier

b. Urban Reserve. ~~That portion of the area designated as the Waterfront Urban Reserve Dog Park - bounded on the west by the Burlington Bikeway, bounded on the north by the land known as the Texaco Jetty—including so much land to the south of the Jetty as to allow for access to the beach directly adjacent to the dog park, and 280 yards north of the southern boundary of the Urban Reserve.~~

i. Times – The designated area may be used for off-leash during park operating hours.

(2) Non-fenced off-leash areas

a. Leddy Park (year-round). Leddy Park in its entirety excluding programmed areas including parking lots, athletic fields, public beaches, buildings, roads, courts, playgrounds, etc.

i. Times - The designated area may be used during park operating hours.

b. Oakledge Park 1 (seasonal). ~~Oakledge Park in its entirety excluding programmed areas including athletic fields, playgrounds, courts, parking lots, roads and walks, buildings, public beaches, parking lots, etc.~~

i. Times – The designated area may be used November 16 to May 14

c. Oakledge Park 2 (year-round) That portion of Oakledge Park that is bounded on the west by the lake, bounded on the east by the bike path, on the south by the path to the cove, and bounded on the north by the field to the north of the tennis courts. Access to Lake Champlain shall be available for dogs and people in this area.

i. Times – The designated area may be used during park operating hours

d. Calahan Park (seasonal) ~~That portion of Calahan Park that is bounded on the east by Shelburne Road, north by Locust Street, west by Pine Street, and south by the park/neighborhood boundary excluding programmed areas such as courts, buildings, baseball fields, roads, playgrounds, etc.~~

i. Times – Summer: the designated area may be used only from dawn to 10:00 a.m.

ii. Times – Winter: the designated area may be used from October 1 to April 1 from dawn to 10:00 a.m. and 3:00 p.m. to dusk.

e. Schmanska Park (seasonal). That multipurpose field portion of Schmanska Park that extends from the basketball court to the tennis court.

i. Times – Summer: the designated area may be used from dawn to 8:00 a.m. and 8:00 p.m. to dusk

ii. Times - Winter: the designated area may be used from October 15 to April 15 from dawn – 9:00 a.m. and 4:00 p.m. to dusk.

Moved (insertion) [1]

Deleted: Upon any required written approval by the Vermont Housing and Conservation Board, that

Deleted: that is

Deleted: east

Deleted: south

Deleted: Jetty

Deleted: bounded on the north

Deleted: by

Deleted: northern

Deleted: That portion of Oakledge Park that is bounded on the west by the Burlington Bikeway, is bounded on the north by the parking lot servicing the southernmost picnic shelter, and is bounded on the south by the baseball field on the southernmost part of the park (adjacent to Austin Drive).

f. Roosevelt Park (seasonal) That portion of the park bounded on the north by Oak Street, bounded on the west by Walnut Street, bounded on the South by Willow Street and bounded on the east by the walking path bisecting the park. Dogs are not allowed on the baseball infield.

i. Times – Summer: the designated area may be used only from 6:00 a.m. – 10:00 a.m.

ii. Times – Winter: the designated area may be used from October 1 to April 1 from 6:00 a.m. to 10:00 a.m. and 3:00 p.m. to 8:00 p.m.

(B) General Rules for All Areas Designated as Off-Leash Dog Areas:

(1) A person taking a dog into an off-leash area or dog park shall have control of the dog by means of physical restraint (leash, cord, chain, etc.) when entering and leaving the off-leash area.

(2) A person taking a dog into an off-leash area shall maintain voice, hand or other appropriate control over the dog at all times while the dog is in the off-leash area. Such person shall also have in their possession at all times a means of physical restraint.

(3) A person taking a dog into an off-leash area may only do so during the times set forth by these rules. Dogs are permitted on leash in areas not identified as fenced dog parks during normal park hours unless specifically excluded (ex. Public

(4) All dogs present in an off-leash area shall be licensed and vaccinated and shall display valid license and vaccination tags attached to a dog collar.

(5) A dog present in an off-leash area shall be the responsibility of a person who is present in the area with that dog. A person responsible for a dog in an off-leash area shall not leave the dog unattended in the off-leash area. A person responsible for a dog in an off-leash area shall be legally responsible for its actions.

(6) A person shall not take a female dog in heat into an off-leash area.

(7) A person taking a dog into an off-leash area is responsible for removing that dog's feces from the off-leash area. A person taking a dog into an off-leash area shall carry equipment for removing such feces and shall place feces deposited by such animal in an appropriate receptacle.

(8) A person taking a dog into an off-leash area shall stop that dog from digging holes or destroying park property and shall fill in any hole created by the dog prior to exiting the area.

(9) A person may not take more than three (3) dogs at a time into an off-leash dog area without a special permit given by the parks and recreation department.

(10) Vicious dogs as defined by Burlington Code of Ordinances section 5-13 are not allowed in an off-leash area.

(11) There shall be no eating or smoking in the fenced dog parks.

Moved up [1]: *Urban Reserve.* Upon any required written approval by the Vermont Housing and Conservation Board, that portion of the area designated as the Waterfront Urban Reserve that is bounded on the east by the Burlington Bikeway, bounded on the south by the land known as the Texaco Jetty—including so much land to the south of the Jetty as to allow for access to the beach directly adjacent to the Jetty, and bounded on the north by the northern boundary of the Urban Reserve.

Deleted: ¶

(B) *Times of Operation.* The following are the allowed times of operation for areas designated as off-leash dog areas:¶

(1) *Starr Farm Park:* The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.¶

(2) *Schmankska Park:* The designated area may be used from April 16 to October 14 from 8:00 p.m. to 8:00 a.m. and from October 15 to April 15 from 4:00 p.m. to 9:00 a.m. for off-leash activities permitted by these rules.¶

(3) *Oakledge Park:* The designated area may be used at any time of day from October 1 to April 1 for off-leash activities permitted by these rules.¶

(4) *Urban Reserve:* The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.¶

(5) *Intervale Leased Area:* The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.

Deleted: Professional dog trainers shall not use off-leash dog areas for their commercial activities.¶

Deleted: off-leash area

(12) Per City Ordinance (22-5) Glass containers shall not be allowed in any City Park.

Deleted: off-leash area

(13) Any gate to a dog park shall be closed upon entry and exiting.

Deleted: an area

(14) Person in control of a dog in an off-leash area shall not permit the dog to engage in excessive barking, howling, or other noise.

(15) Persons under the age of twelve (12) years shall not be allowed in an off-leash dog park without the accompaniment of someone at least eighteen (18) years of age.

Deleted: area

(D) *Reserved.*

(E) *Enforcement:*

(1) In addition to the penalties provided for by ordinance, a person or dog that violates the rules of this section is subject to ejectment from the off-leash area.

(2) In addition to the penalties provided for by ordinance, a duly authorized enforcement official may impound a dog for a violation of the rules of this section or for activities determined to be a nuisance.

(3) In addition to the penalties provided for by ordinance, a person who violates the rules of this section on two (2) occasions within a twelve-month period shall be barred from using the off-leash areas during the six (6) months after the second violation.

(F) *Administration:*

(1) The director of parks and recreation may, upon a finding of need at a particular off-leash area, may close the area to off-leash use. The reopening of such area is at the discretion of the director. The director shall post a notice indicating that the area has been closed for off-leash use at the entrance to the area and at other locations in the area if needed to conspicuously advise the public of the closing.

Deleted: (1) *Pilot program.* The rules of this section shall be in full force and effect for eighteen (18) months. The director of parks and recreation shall review the impacts of the designated off-leash areas and shall make a report to the city council after twelve (12) months of operation. Unless directed otherwise by the city council, these rules shall expire upon the end of the 18th month in which the rules were in effect.¶

(2) ~~Signage – Signs may be placed at the perimeter of non-fenced off-leash dog areas to indicate the limits of off-leash dog activity. Signage shall be placed at entrances to off-leash dog areas indicating the essential rules.~~

Deleted: (3) No area may be used as an off-leash area unless a site coordinator has been designated for that area.¶

(3) ~~Operations – Parks and Recreation shall develop and keep current an operations plan that defines services and responsibilities to be delivered to areas identified in the policy.~~

Deleted: Subsection (C) (General Rules) of this section and any duly adopted special regulations for a specific designated off-leash area shall be conspicuously posted in each designated off-leash area.

(4) ~~Commercial Usage – The Department of Parks and Recreation may charge a fee to allow for commercial use of the off-leash dog areas by professional trainers and for-profit and non-profit animal organizations. Portions of the off-leash dog areas should allow for unencumbered usage by the public during these events. The fees charged for these events shall be used for the establishment, operations or improvements of designated off-leash areas. Commercial use of off-leash dog areas without a permit shall result in a fine.~~

Resolution Relating to

APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION DEPARTMENT
Off Leash Dog Areas

RESOLUTION 2000-041

Sponsor(s): Councilors

Montroll, Bushor, Shaver

Introduced: 3.27.00

Referred to: _____

Action: Adopted

Date: 4.17.00

Signed by Mayor: 5.3.00

CITY OF BURLINGTON

In the year Two Thousand

Resolved by the City Council of the City of Burlington, as follows:

That Appendix D, Rules and Regulations of the Burlington Parks and Recreation Department, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec.

4(A)(2), renumbering existing Sec. 7 as Sec. 8, and adding a new Sec. 7, all as follows:

Sec. 4. Beaches and waterfront areas.

(A) Prohibited Activities:

(1) As written.

(2) Unless excepted elsewhere in these rules, bringing animals, except for seeing eye dogs, to the beaches or adjacent picnic areas.

(3) – (8) As written.

Sec. 7. Off-leash dog areas.

(A) Designation of areas. The following areas are designated as areas managed and regulated by the Board of Parks and Recreation Commissioners for the purpose of allowing dogs to be under control of the owner or another individual by means other than physical restraint:

(1) Starr Farm Park. That portion of Starr Farm Park that is bounded on the east by the Burlington Bikeway and bounded on the west by that part of Starr Farm Park which is set aside for community gardens.

Resolution Relating to

APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION
DEPARTMENT – Off Leash Dog Areas

- (2) Schmanska Park. That multipurpose field portion of Schmanska Park that extends from the basketball court to the tennis court.
- (3) Oakledge Park. That portion of Oakledge Park that is bounded on the west by the Burlington Bikeway, is bounded on the north by the parking lot servicing the southernmost picnic shelter, and is bounded on the south by the baseball field on the southernmost part of the park (adjacent to Austin Drive).
- (4) Urban Reserve. Upon any required written approval by the Vermont Housing and Conservation Board, that portion of the area designated as the Waterfront Urban Reserve that is bounded on the east by the Burlington Bikeway, bounded on the south by the land known as the Texaco Jetty—including so much land to the south of the Jetty as to allow for access to the beach directly adjacent to the Jetty, and bounded on the north by the northern boundary of the Urban Reserve.
- (5) Intervale Leased Land. That portion of land owned by the Burlington Electric Department in the Burlington Intervale under lease to the Intervale Foundation and sublease to the Burlington Department of Parks & Recreation for the purpose of establishing an off-leash dog area, being such land bounded on the south by the lands leased to the Parks & Recreation Department by the Burlington Electric Department for community gardens, bounded on the east by the lane used for farm vehicles and the Burlington Bikeway, bounded on the north by the lane used to access communications towers and commercial farming operations, and bounded on the west by commercial farming operations.

Resolution Relating to APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION
DEPARTMENT – Off Leash Dog Areas

(B) Times of operation. The following are the allowed times of operation for areas designated as off-leash dog areas:

- (1) Starr Farm Park: The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.
- (2) Schmanska Park: The designated area may be used from April 16 to October 14 from 8:00 p.m. to 8:00 a.m. and from October 15 to April 15 from 4:00 p.m. to 9:00 a.m. for off-leash activities permitted by these rules.
- (3) Oakledge Park: The designated area may be used at any time of day from October 1 to April 1 for off-leash activities permitted by these rules.
- (4) Urban Reserve: The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.
- (5) Intervale Leased Area: The designated area may be used at any time of the day and year for off-leash dog activities permitted by these rules.

(C) General rules for all areas designated as off-leash dog areas.

- (1) A person taking a dog into an off-leash area shall have control of the dog by means of physical restraint (leash, cord, chain, etc.) when entering and leaving the off-leash area.
- (2) A person taking a dog into an off-leash area shall maintain voice, hand or other appropriate control over the dog at all times while the dog is in the off-leash area. Such person shall also have in their possession at all times a means of physical restraint.
- (3) A person taking a dog into an off-leash area may only do so during the times set forth by these rules.

Resolution Relating to APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION
DEPARTMENT – Off Leash Dog Areas

- (4) All dogs present in an off-leash area shall be licensed and vaccinated and shall display valid license and vaccination tags attached to a dog collar.
- (5) A dog present in an off-leash area shall be the responsibility of a person who is present in the area with that dog. A person responsible for a dog in an off-leash area shall not leave the dog unattended in the off-leash area. A person responsible for a dog in an off-leash area shall be legally responsible for its actions.
- (6) A person shall not take a female dog in heat into an off-leash area.
- (7) A person taking a dog into an off-leash area is responsible for removing that dog's feces from the off-leash area. A person taking a dog into an off-leash area shall carry equipment for removing such feces and shall place feces deposited by such animal in an appropriate receptacle.
- (8) A person taking a dog into an off-leash area shall stop that dog from digging holes and shall fill in any hole created by the dog prior to exiting the area.
- (9) A person may not take more than three (3) dogs at a time into an off-leash dog area without a special permit given by the Parks & Recreation Department. Professional dog trainers shall not use off-leash dog areas for their commercial activities.
- (10) Vicious dogs as defined by Burlington Code of Ordinances Section 5-13 are not allowed in an off-leash area.
- (11) There shall be no eating or smoking in the off-leash area.
- (12) Glass containers shall not be allowed in an off-leash area.
- (13) Any gate to an area shall be closed upon entry and exiting.

Resolution Relating to APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION
DEPARTMENT – Off Leash Dog Areas

(14) person in control of a dog in an off-leash area shall not permit the dog to engage in excessive barking, howling, or other noise.

(D) Reserved.

(E) Enforcement.

(1) In addition to the penalties provided for by ordinance, a person or dog that violates the rules of this section is subject to ejectment from the off-leash area.

(2) In addition to the penalties provided for by ordinance, a duly authorized enforcement official may impound a dog for a violation of the rules of this section or for activities determined to be a nuisance.

(3) In addition to the penalties provided for by ordinance, a person who violates the rules of this section on two (2) occasions within a twelve month period shall be barred from using the off-leash areas during the six months after the second violation.

(F) Administration.

(1) Pilot Program. The rules of this section shall be in full force and effect for eighteen (18) months. The director of Parks & Recreation shall review the impacts of the designated off-leash areas and shall make a report to the City Council after twelve (12) months of operation. Unless directed otherwise by the City Council, these rules shall expire upon the end of the 18th month in which the rules were in effect.

(2) The director of Parks & Recreation may, upon a finding of need at a particular off-leash area, may close the area to off-leash use. The reopening of such area is at the discretion of the director. The director shall post a notice indicating that the area has been closed

Resolution Relating to APPENDIX D, RULES AND REGULATIONS OF THE
BURLINGTON PARKS & RECREATION
DEPARTMENT – Off Leash Dog Areas
for off-leash use at the entrance to the area and at other locations in the area if needed to
conspicuously advise the public of the closing.

(3) No area may be used as an off-leash area unless a site coordinator has been designated for
that area.

(4) Subsection (C) (General Rules) of this section and any duly adopted special regulations for
a specific designated off-leash area shall be conspicuously posted in each designated off-
leash area.

* Material stricken out deleted.

** Material underlined added.

* * * * *

ORIGINAL

STRIBUTION:

hereby certify that this resolution
s been sent to the following
partment(s) on May 8, 2000:

Parks & Recreation Department
DPW

RESOLUTION RELATING TO

APPENDIX D, RULES AND REGULATIONS
OF THE BURLINGTON PARKS &
RECREATION DEPARTMENT OFF LEASH

DOG AREAS

Adopted by the City Council

April 17, 2000

Clerk

Approved

Mayor

test:

Joanne M. Putzier
Administrative Assistant

* * * * *

Vol. Page

Offered by
Councilor

Resolution Relating to

AMENDMENT TO SECTION 7 OF APPENDIX D, RULES
AND REGULATIONS OF PARKS AND RECREATION DEPARTMENT
RE: OFF-LEASH DOG AREAS

RESOLUTION 6.03
Sponsor (C)ouncilor Shaver
Introduced: 9/23/02
Referred to: _____
Action: adopted
Date: 9/23/02
Signed by Mayor: 10/01/02

CITY OF BURLINGTON

In the year Two Thousand Two.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the rules governing the creation of off-leash dog areas were approved by the City Council on April 17, 2000; and

WHEREAS, the rules called for the areas established to be a twelve- month pilot program after which a report was to be made to the City Council and a decision made as to whether or not the areas would be made permanent; and

WHEREAS, the rules as originally written called for their expiration eighteen months (October 17, 2001) after their adoption unless otherwise directed by the City Council; and

WHEREAS, the expiration date was established with the premise that off-leash areas would be opened soon after the adoption of these rules and thus allowing adequate time for a pilot program and an evaluation to be completed; and

WHEREAS, the first off-leash area was not opened until December 14, 2001 and therefore the rules expired before a pilot program could be completed; and

WHEREAS, in order to give adequate time for a one-year pilot program and a subsequent evaluation to be completed the rules need to be reinstated and extended;

WHEREAS, the current rules for the off-leash dog areas do not have a minimum age for children using the areas; and

WHEREAS, some young children without an adult present have brought dogs into the areas; and

Resolution Relating to AMENDMENT TO SECTION 7 OF APPENDIX D,
FULES AND REGULATIONS OF PARKS AND
RECREATION DEPARTMENT RE: OFF-LEASH DOG
AREAS

WHEREAS, there is a potential safety risk to young children and other users of the area if a young person is unable to control their dog or to protect themselves from other dogs; and

WHEREAS, the Parks and Recreation Commission has recommended establishing twelve years of age as the minimum age for an individual to be allowed in an off-leash area without the accompaniment of someone at least eighteen years of age;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby supports this recommendation; and

BE IT FURTHER RESOLVED that the rules governing the off-leash dog area program are hereby extended until June 14, 2003; and

BE IT FURTHER RESOLVED that Appendix D, Rules, Regulations of the Parks and Recreation Department are amended by adding a new subsection (15) to Sec. 7(C) to read as follows:

(15) Persons under the age of twelve (12) years shall not be allowed in an off-leash area without the accompaniment of someone at least eighteen (18) years of age.

* * * * *

DISTRIBUTION:

hereby certify that this resolution
has been sent to the following
department(s) on

PARKS & **REC**

ORIGINAL

RESOLUTION RELATING TO

AMENDMENT TO SECTION 7 OF APPENDIX D

RULES AND REGULATIONS OF PARKS AND

RECREATION DEPARTMENT RE: OFF-LEASH

DOG AREAS

Adopted by the City Council

SEPTEMBER 23, 2002

Clerk

Approved

2002

Mayor

Attest:

[Signature]
DRI OLBERG
ADMINISTRATIVE ASSISTANT

Vol. Page

* * * * *



City of Burlington
Department of Parks and Recreation
645 Pine Street, Suite B Burlington, VT
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MEMORANDUM

CITY OF BURLINGTON OFF-LEASH PLANNING

Date: July 12, 2011
To: Parks & Recreation Commission
From: Mari Steinbach, Director
Re: City of Burlington Dog Parks

I. IDENTIFICATION OF OFF-LEASH WORK GROUP

The Department of Parks and Recreation seeks to establish a community work group to assist in developing a strategic approach to improve and expand the offerings of the City of Burlington Off-Leash Areas. This group will have a maximum capacity of (5) community members, one representing each ward. In an effort to establish a balanced process, it is preferable that community work group members are also dog owners.

This work group will work directly with Mari Steinbach, Director of the Department of Parks and Recreation, and Jen Stauber, the City's Parks Planner, to develop both the physical attributes of Off-Leash Areas and the policy measures to ensure safe, communal usage. Dan Cahill, Land Steward, and Deryk Roach, Superintendent of Parks Operations will also provide valuable input during this process.

II. ESTABLISHMENT OF GOALS & OUTCOMES

Once a work group has been identified, their first charge will be to clearly define goals for the City of Burlington's Off-Leash Areas. A further priority will be to illustrate tangible outcomes that work in conjunction with this definition of goals. This will require collective research and evaluation of successful national off-leash programs to reference as precedents.

III. DOG PARK PHYSICAL PLANNING

The work group will then assist in the strategic evaluation of current off-leash facilities in order to identify the City's need for off-leash expansion.

The work group and Department staff will catalogue existing sites in the form of an inventory to include information on location, size of park, amenities, water access, etc. This exercise will reveal current deficiencies within existing facilities and support Parks Operations creation of a maintenance plan that will ensure the improvement of existing Off-Leash Areas.

This will be followed by a thorough investigation into/analysis of future expansion sites that documents private and public options, amenities, and access potentials with vigilant consideration of how potential sites will meet the needs of city off-leash expansion.



III. DOG PARK POLICY PLANNING

After new and viable Off-Leash Areas have been identified, the work group and Department staff will engage in developing off-leash policy. This includes revisiting and revising existing policy to effectively define hours of use, terms of etiquette, safety standards, ordinance language, maintenance practices, and a financial management structure.

V. SCHEDULE

I. Identify Off-Leash Work Group	(4 wks)	July 15 – August 12, 2011
II. Establish Goals & Outcomes	(8 wks)	September 1 – October 31, 2011
III. Physical Planning of Off-Leash Areas	(12 wks)	November 1 – January 31, 2011
IV. Policy Planning for Off-Leash Areas	(12 wks)	January 1 – March 31, 2011

It is the intention that upon completion of this effort, the physical expansion of the City's Off-Leash Areas may be initiated in the late spring of 2012.



STAFF REPORT

Date: June 7, 2013
To: Council President Joan Shannon
CC: PACC Committee, Councilors Paul, Aubin and Brennan
From: Jesse Bridges, Director of Parks and Recreation
Re: Off Leash Work Group Report

The Off Leash Work Group's (OLWG) report is a comprehensive review of off leash dog opportunities in the City of Burlington. It additionally provides a detailed evaluation and ranking of those opportunities to better inform the Department of Parks and Recreation's (DPR) development of off-leash policy and physical amenities.

In addition to the draft report you will find:

- o Proposed ordinance revision for the City Council's Ordinance Committee review.
- o Recommendations for the DPR policy on off leash dog opportunities and maintenance.
- o Recommendations from the community members of the OLWG for further study by other Departments and Commissions.

In reviewing the report the Department is prepared to move forward immediately on a number of these initiatives.

1. Development of an Off Leash Dog Policy to identify off leash opportunities throughout the City to include specific hours of operation at neighborhood parks, beach opportunities, and trail use.
2. Continued investigation through the Parks Master Plan of an additional fenced run opportunity.
3. Formalization of the Starr Farm off leash dog park.
4. Continued use of Waterfront off leash dog park until future Urban Reserve use is formalized.
5. Development of programming through partnership with the Humane Society and Pet Food Warehouse around responsible dog ownership and Dog Socials LLC around dog socialization.

The overarching goal of this report and the follow up through the DPR is to increase the spectrum of opportunities offered to dog owners for recreation. It is also important that we balance those activities with other recreational opportunities, both formal and informal, throughout the City. Additionally we must balance the multiple recreational uses with proactive maintenance and operations development.

This report and the accompanying appendices have been shared with NPA's and the Parks Commission to help develop the final report.



REPORT: BURLINGTON OFF-LEASH OPPORTUNITIES

Date: June 7, 2013

To: City Council

From: The Off-Leash Work Group (OLWG)

Community Representatives: Ed Pais, Chair, Betsy Allen-Pennebaker, Lynne Lieb, Becky Poitras, and Louise Stoll; Staff: Deryk Roach, Dan Cahill and Jen Francis

Re: Off-Leash Work Group Findings

I. Introduction & Background

MEETING BURLINGTON'S OFF-LEASH NEEDS

- Burlington's population is growing; continued increase projected
 - The CCRPC's ECOS Project predicts a population growth spurt in Chittenden County: 50,000 people over the next 25 years
- Off-Leash pilot program initiated in 1998
 - Five locations identified by the pilot program
 - Starr Farm Park
 - Waterfront Dog Park at the Urban Reserve
 - Intervale
 - Schmanska Park
 - Oakledge Park
 - Two of these locations remain operational today as fenced dog runs
 - Starr Farm Park
 - Waterfront Dog Park at the Urban Reserve
 - Need to revise and formalize this pilot program
- Build on past successes and lessons learned

TODAY'S OFF-LEASH ISSUES

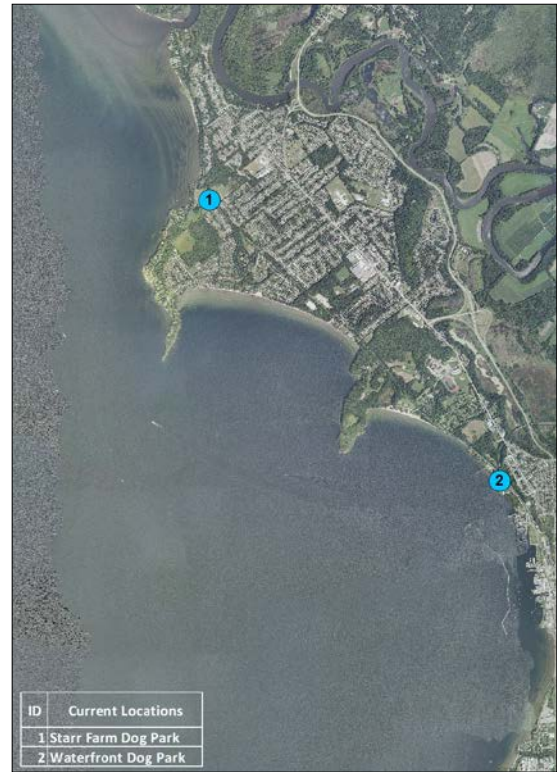
- Expressed community desire for more off-leash opportunities within the City of Burlington
- Need for improved compliance in licensing
 - ***1255 dogs were licensed in the City of Burlington in 2012; the Humane Society of Chittenden County estimates Burlington's dog population to be closer to 7,000***
- Need for dog owners to assume greater responsibility in stewardship practices
- Need for improved access
- Need for improved enforcement
- Need for additional funding to support maintenance, enforcement & expansion opportunities

- Protection of natural resources

Off-Leash Areas Identified by the 1998 Pilot Program



Five pilot off-leash areas as proposed in 1998



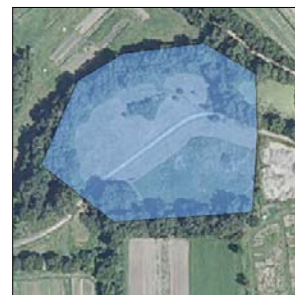
Two off-leash areas currently in operation



Starr Farm Park



Waterfront/Urban Reserve



Intervale

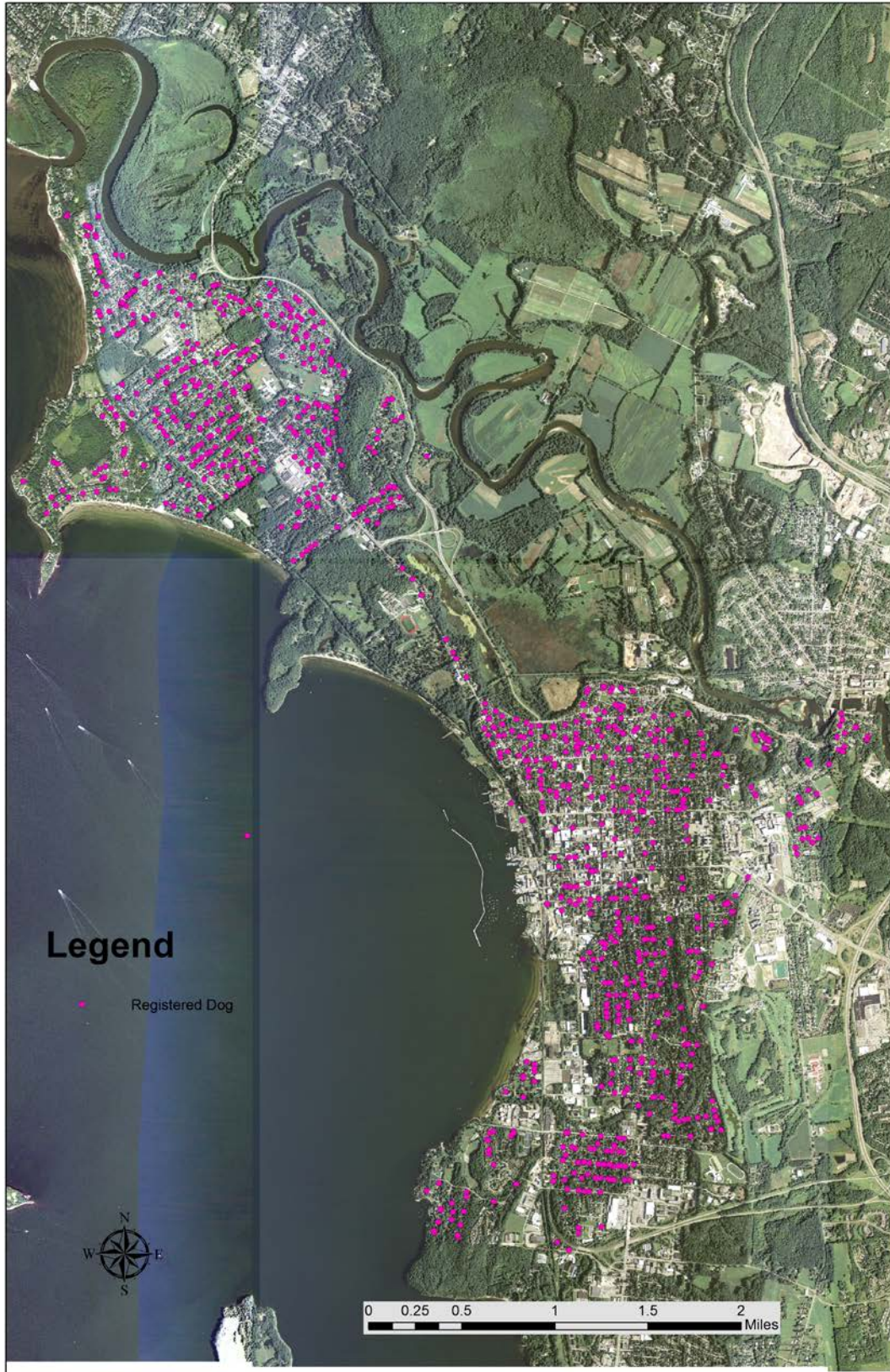


Schmanska Park



Oakledge Park

REGISTERED DOGS IN BURLINGTON - 2012



Date: 1/22/2012

Author: dcahill

COMMON PERCEPTIONS

Many emails were received and conversations held with residents and dog-park users during this process. These are among the common themes that emerged:

- If people think the **rules are unfair**, they are more likely to ignore them. This is the current state of dog areas in Burlington.
- Large open spaces that have **mixed opportunities are appealing**. These places offer an opportunity to be alone with your dog in a more private setting, which contrasts the more typical dog run.
- Current park users feel as though they have to break the rules in order to access park resources with their dogs because there are **not enough off-leash options available**. This is an uncomfortable position for dog owners.
- **Accessibility is important**... equal distribution of off-leash areas throughout city and seasons, for all ages and abilities, particularly for elderly community members.
- People are **more likely to follow fewer rules** than many.
- **Potential revenue opportunities** exist to hold special events in off-leash areas.
- **Inconsistent enforcement**... confusion with the “Parks Patrol” in yellow shirts; dogs must be vaccinated & registered, but there is a lack enforcement to ensure this is happening.

II. Development of the Off-Leash Work Group

FORMATION

- Formed per directive of the City Council in the fall of 2011
- Comprised of representation from each ward and park staff
- Ward representatives served as liaisons to neighbors and communities

TASKS

- Establish of off-leash goals & objectives
- Research successful off-leash programs
- Evaluate current off-leash areas & identify potential expansion opportunities
- Consider a strategic approach to improve and expand Burlington off-leash opportunities
 - Consider long-term funding sources, maintenance practices, partnerships
- Review and revise existing City dog/off-leash ordinance
- Review and revise Parks policy regarding off-leash areas
 - Consider hours of use, terms of etiquette, safety standards, stewardship
- Report findings to City Council & Ordinance Committee

CREATION OF GOALS & OBJECTIVES

- Goals
 - Foster healthy relationships between dog owners, non-dog owners, and all park users
 - Improve off-leash opportunities to support all users in a healthy, sustainable environment

- Objectives
 - Identify off-leash opportunities & policy considerations
 - Evaluate current off-leash areas & consider future expansion locations
 - Consider opportunities & recommendations (site specific)
 - Identify performance metrics & enforcement opportunities
 - Identify opportunities for communication, community involvement & partnerships

III. Off-Leash Work Group Findings

OBJECTIVE 1: IDENTIFY OFF-LEASH OPPORTUNITIES & POLICY CONSIDERATIONS

Several types of off-leash opportunities were identified by the work group:

Potential Types of Off-Leash Opportunity

TYPE	TERRAIN	EXAMPLES	CONSIDERATIONS
Fenced Dog Runs	Outdoor or indoor open area	Starr Farm	Typically fenced; could include: training areas, obstacle course equipment, small dog hours, puppy hours, senior hours, reservations & programmed training opportunities
Open Fields (non-fenced)	Varies		Typically unfenced
Mixed-use Areas	Combination of open fields, trails, woods and swim access	Niquette Bay State Park, Centennial Woods	Typically unfenced; some dogs and owners are intimidated by fenced in areas
Off-Leash Hours	Varies/specific locations	Central Park, NYC	Early morning, late evening, etc.
Seasonal Usage	Varies		Potential summer & winter hours
Recreation/Hiking Trails	Varies	Stowe, VT	Areas should be designated by clear signage
Designated Dog Beaches	Water	Chicago, San Diego	Fenced and unfenced areas can be successful
Unique Opportunities	Training areas, special hours for puppies/senior dogs, athletic court & field winter access, partnership with cemeteries, landfill reclamation, regional facilities, indoor dog runs	Albany, CA, Washington D.C. Congress. Cemetery	Seasonal dog parks, potential seasonal locations, potential conflict with historic preservation/significance, may requires coordination & participation between multiple entities

Considerations also included operations, program, and education policy:

Policy Type Considerations

OPERATIONS POLICY	
Time	<i>Clear identification of hours of operation for various venues</i>
	<i>Provide hourly and seasonal off-leash times in specific areas</i>
	<i>Set hours to meet multiple user's needs</i>
	<i>Recommended hours: early AM 5-9:00 a.m./early PM 6-9:00 p.m.</i>
Safety	<i>Minimize intimidation scenarios</i>
	<i>Lighting in specific off-leash areas to provide additional security</i>
	<i>Agreement that shelter is desirable, but not a necessity</i>
	<i>Agreement that access to emergency phones in parks is not a necessity</i>
	<i>Management of conflicting use</i>
PROGRAM POLICY	
Short List of Rules & Regs	Be a good neighbor
	Attend to dogs at all times
	License all dogs
	Limit of four (4) dogs per owner
	Bicycles, skateboards and skates are prohibited
	Food/treats prohibited unless otherwise indicated
	Control & limit barking
	Clean up after your dog
	Dogs must be under voice control
	Report all dog bites to animal control (provide phone number)
PUBLIC EDUCATION POLICY	
Off-Leash Vocabulary	Community development & education
Etiquette	For dog owners & non-dog owners everywhere (on- & off-leash areas)
	Build awareness within shared use areas: interaction with runner, bikers, etc.
	Improve activity identification signage
Environmental Protection	Owners responsible for picking up after their dogs at all times
	Shift from current City-supported plastic bags to community driven bag collection points

In addition, the work group felt that there was a need for clarity regarding the management and enforcement of off-leash areas:

- If users have a grounds or operations complaint, the Department of Parks & Recreation should be contacted
- If users need to report a bite or other incident, calls should be directed to the Police Department's Community Resource Officer
- Phone numbers for both Departments should be available and clear

Specific policy recommendations are included in the "Off-Leash Dog Policy" statement in the Appendix that detail Designation of Areas and Times of Operation, Rules for Commercial Use of Off-Leash Dog Areas, Signage, Operations, and Public Outreach & Enforcement.

OBJECTIVE 2: EVALUTATE CURRENT OFF-LEASH AREAS & CONSIDER FUTURE EXPANSION LOCATIONS

The Off-Leash Areas of Consideration Matrix & Map were developed as a tool to evaluate and rank existing & potential off-leash areas. While these documents are quantitative, staff recommendations as detailed in the Director's Memo are based on both the work group findings and Department qualitative data.

The Off-Leash Areas of Consideration Matrix includes:

- Consideration of forty potential sites
- Consideration of several other smaller-scale sites disqualified because of existing constraints
- All other park areas not addressed in this plan are recognized as on-leash areas only

Refer to matrix and map.

Protected Conservation Lands

Note that conservation lands may not be considered as potential off-leash areas because of existing management plans and policies that protect the significant natural features present at each respective property.

- Conservation lands have significant natural features (sensitive plant & animal species) and high values of contribution towards ecological processes.
- All of Burlington's conservation areas adhere to best management principles - the most relevant being the consideration of human & dog impact on the function of the land
- Parks & Open Spaces that have been set aside specifically for conservation are not conducive to off-leash programming because of existing management plans geared towards the preservation and protection of the natural environment.
- In Burlington these lands include: The Winooski Valley Park District, Urban Wilds, Mt. Calvary Wetland, Ethan Allen Park, Arms Grant Park, McKenzie Park, Rock Point, and Crescent Woods.

PROTECTED CONSERVATION LANDS



Date: 1/22/2012

Author: dcahill

OBJECTIVE 3: CONSIDER OPPORTUNITIES & RECOMMENDATIONS (SITE SPECIFIC)

Section A of Appendix B (Proposed Off-Leash Policy) details the proposed site-specific work group recommendations for off-leash opportunities within the City of Burlington. These areas are highlighted in green on the map below and include opportunities at Starr Farm Park, the Urban Reserve, Leddy Park, Oakledge Park, Calahan Park, Schmanska Park, Waterfront Park, and Roosevelt Park.

OFF-LEASH WORK GROUP PROPOSED OPPORTUNITIES



OBJECTIVE 4: IDENTIFY PERFORMANCE METRICS & ENFORCEMENT OPPORTUNITIES

Members of the work group conducted nation-wide research by interviewing staff from the following communities known to have successful off-leash programs: Central Park, New York, NY; Berkeley, CA; Albany, CA; Richmond, CA; Portland, ME; Chicago, IL; San Diego, CA; Missoula, MT; Eugene, OR; Santa Barbara, CA; and Shelburne, VT. Questions were proposed and the findings informed the development of the recommended performance metrics.

RESEARCH QUESTIONS

What are the MANAGEMENT RESOURCES needed to operate your model?

Do you have a DOG OFFICER, person or group to oversee the management of the program?

How do you enforce your RULES & REGULATIONS?

What is the annual cost of OFF-LEASH OPERATIONS?

What TYPES OF FACILITIES do you operate (dog runs, trails, seasonal use, fenced/unfenced)?

How many off-leash facilities does your park system offer?

Are dog FEES charged? How much of those fees are used to support dog amenities?

Are your off-leash areas open to NON-RESIDENTS?

Do off-leash opportunities promote tourism?

What is your city's human POPULATION? What is your city's dog population?

How many dog LICENSES are registered?

How do you GENERATE REVENUE for off-leash areas (programming, etc.?)

What are your PERFORMANCE METRICS?

Recommended Performance Metrics

- Preparation of a year-to -date budget review each fiscal quarter to determine and project fiscal stability and ability to meet the operational needs of off-leash opportunities
- Track weekly attendance record to build data for dog parks
 - Use sign-in sheets/on-site data collection including an annual survey through social media and NPA's to determine number of program participants
 - If possible, link this data collection to the registration process
 - Report on these numbers regularly
- Maintain volunteer capacity of greater than four (4) volunteers per fenced in dog run and two (2) for other off leash locations
 - Report on these numbers regularly and have detailed strategy to retain and recruit volunteers in the Off Leash Operational Plan
- Track number of complaints/requests for service
- Track number of complaints not serviceable
- Track number of days to complete service request

Recommended Enforcement Opportunities

- Detailed by Appendix B: Proposed Off-Leash Policy

OBJECTIVE 5: IDENTIFY OPPORTUNITIES FOR COMMUNICATION, INVOLVEMENT & PARTNERSHIP

- Neighborhood Planning Associations (NPA's)
- Social media
- Front Porch Forum
- Improved signage/kiosks
- Public education
- Websites (Parks & Recreation, City, Partners)

In addition, the work group identified local, dog-friendly hotels. These include: the Hilton Burlington, Sheraton Burlington, Made Inn Vermont, and North Beach Campground. Potential partnership opportunities may serve to support and improve Burlington tourism.

IV. Work Group Recommendations

ORDINANCE REVISION

- See Appendix A: Proposed Off-Leash Ordinance Revisions

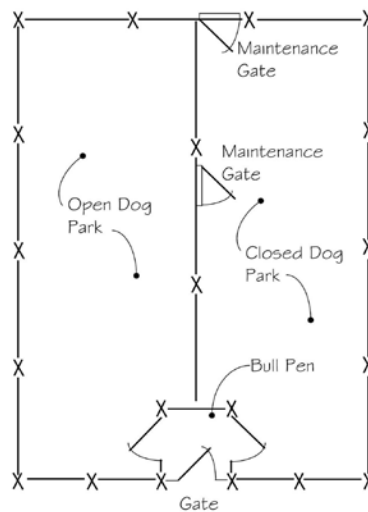
POLICY IMPLEMENTATION

- See Appendix B: Proposed Off-Leash Policy
 - Formalize proposed off-leash opportunities per Appendix B
 - Staff development of an operation plan to further define rules & regulations, hours of operation, location of amenities, seasonal enforcement, etc.

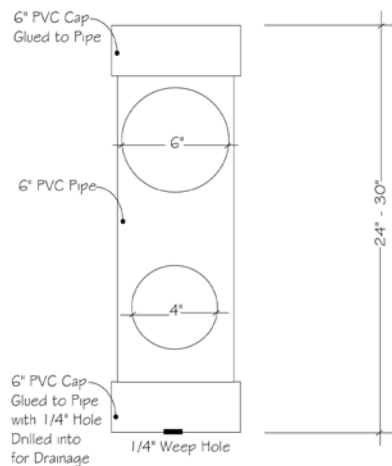
UPGRADES TO EXISTING FACILITIES

- Implementation of best management practices
 - Improved fencing, gates, and bull pens (entries)
 - Implementation of grounds "rest" areas within dog runs (benches, pavilions, shelters, picnic tables)
 - Improved signage/kiosks/public education materials
 - Implementation of community collection points for waste bags
- Amenities for consideration: improved access, shelter, seating, access to drinking water where possible, availability of waste bags/trash cans, notification/rules board, swim access, lighting, and emergency phones

Best Management Practices



Sample grounds "rest" plan



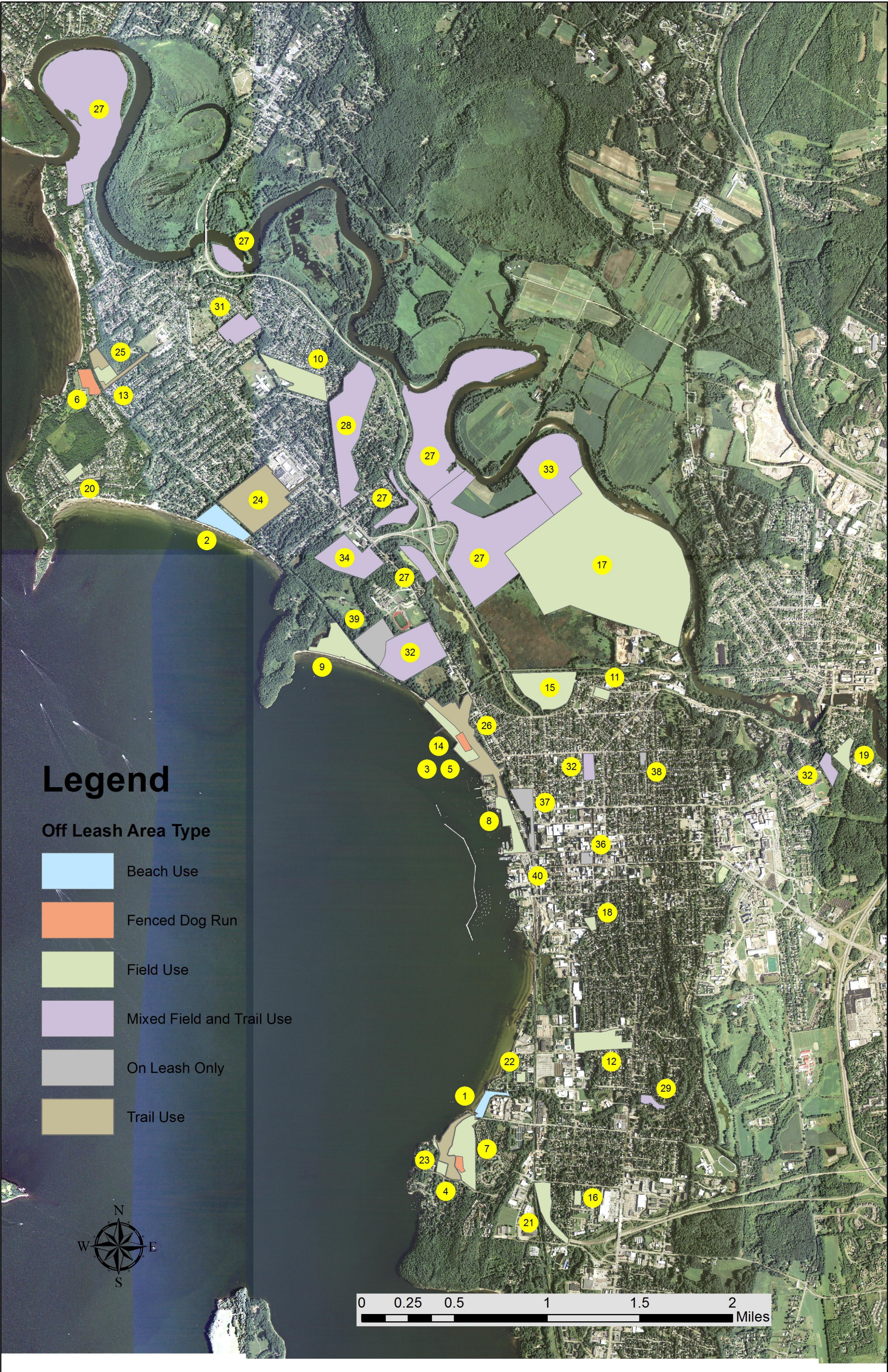
Community-supported waste bag collection system

ADDITIONAL RECOMMENDATIONS

- See Appendix C: Additional Off-Leash Recommendations
 - o Creation of an Animal Welfare Board
 - o Review the structure of dog license fees
 - o Review dog licensing
 - o Promote the dog-friendliness of Burlington to visitors
 - o Develop programs to improve etiquette
 - o Provide public vehicular access to the Urban Reserve dog run
 - o Pursue public-private development partnership opportunities
 - o Establish Friends of Burlington Dog Parks Group

--END--

OFF-LEASH AREAS OF CONSIDERATION



Off-Leash Areas of Consideration

Rev. 1/22/13

OFF-LEASH AREA TYPE	AREA NO.	LOCATION NAME	SITE CLASSIFICATION	APPROX. PARK SIZE	POTENTIAL USE SCHEDULE	LOCATION DESCRIPTION	DISTRIB. SCORE (0-1)	POPULATION DENSITY (-1-1)	POTABLE WATER ACCESS (0-1)	SHELTER ACCESS (0-1)	RESTROOM ACCESS (0-1)	PARKING ACCESS (0:no-1:min-2:adq)	SITE AMENITIES (0:no-1:pot-2:exst)	DOG SWIM ACCESS (-1-1)	ADA ACCESS (0-1)	WAYFINDING (0-1)	CONFLICTING USES (-1-0)	POINT VALUE											
WATER USE	1	Oakledge Park (Blanchard Beach North)	Regional park	46 acres	Seasonal	South	1	Medium	0	Yes	1	Yes	1	Yes	1	Yes	2	Yes	1	Potential	0	Yes	1	Yes	1	Yes	-1	8	
	2	Leddy Park (South Beach)	Regional park	70.9 acres	Seasonal	North	0	Medium	0	Yes	1	Yes	1	No	0	Yes	2	No	0	Potential	0	Yes	1	Yes	1	Yes	-1	5	
	3	Waterfront Dog Park at Urban Reserve	Open space	22.41 acres	Seasonal	Center	1	Low	-1	No	0	No	0	No	0	No	0	No	0	Yes	1	Yes	1	No	0	Yes	0	3	
FENCED DOG RUN USE	4	Oakledge Park	Regional park	46 acres	Year-round	South	1	Medium	0	Yes	1	Yes	1	Yes	1	Yes	2	Yes	1	Potential	0	Yes	1	Yes	1	Yes	-1	8	
	5	Waterfront Park at Urban Reserve*	Regional park	11.3 acres	Year-round	Center	1	Low	-1	Yes	1	Yes	1	Yes	1	No	0	Yes	1	Potential	0	Yes	1	Yes	1	Yes	-1	5	
	6	Starr Farm Park*	Neighborhood park	21.2 acres	Year-round	North	0	Medium	0	Yes	1	No	0	No	0	Yes	1	Yes	1	Potential	0	No	0	No	0	Yes	-1	2	
FIELD USE	7	Oakledge Park	Regional park	46 acres	Year-round, hourly & seas.	South	1	Medium	0	Yes	1	Yes	1	Yes	1	Yes	2	Yes	1	Potential	0	Yes	1	Yes	1	Yes	-1	8	
	8	Waterfront Park (North End)	Event Grounds	3 acres	Seasonal	Center	1	High	1	Yes	1	Yes	1	No	0	Yes	2	Yes	1	No	-1	Yes	1	Yes	1	Yes	0	8	
	9	North Beach	Regional park	38.7 acres	Seasonal	North	0	Low	-1	Yes	1	Yes	1	Yes	1	Yes	2	No	0	Potential	0	Yes	1	Yes	1	Yes	0	6	
	10	Schifilliti Park	Playfield	9.1 acres	Seasonal & hourly	North	0	High	1	Yes	1	Yes	1	Yes	1	Yes	2	No	0	No	-1	Yes	1	No	0	Yes	-1	5	
	11	Roosevelt Park	Playfield	3.3 acres	Year-round, hourly	Center	1	High	1	Yes	1	Yes	1	Yes	1	No	0	No	0	No	-1	Yes	1	No	0	Yes	0	5	
	12	Calahan Park	Playfield	17.2 acres	Year-round, hourly & seas.	South	1	High	1	Yes	1	No	0	Yes	1	Yes	1	No	0	No	-1	No	0	No	0	Yes	0	4	
	13	Starr Farm Park	Neighborhood park	21.2 acres	Year-round, seas., & hr.	North	0	Medium	0	Yes	1	No	0	No	0	Yes	2	Yes	1	Potential	0	No	0	No	0	Yes	0	4	
	14	Urban Reserve	Open space	22.41 acres	Year-round & seasonal	Center	1	Low	-1	No	0	No	0	No	0	No	0	Yes	1	Yes	1	Yes	1	No	0	Yes	0	3	
	15	Manhattan Project	Open space	35 acres	Seasonal	Center	1	Medium	0	No	0	No	0	No	0	Yes	1	No	0	No	-1	Yes	1	Yes	1	Yes	0	3	
	16	Baird Park	Neighborhood park	1.78 acres	Hourly	South	1	High	1	No	0	No	0	No	0	Yes	1	No	0	No	-1	No	0	No	0	Yes	0	2	
	17	The Intervale	Agricultural area	338 acres	Undetermined	Center	1	Low	-1	No	0	Yes	1	No	0	Yes	1	No	0	Potential	0	No	0	No	0	Yes	0	2	
	18	Smalley Park	Neighborhood park	2.14 acres	Year-round, hourly	South	1	High	1	No	0	No	0	No	0	No	0	No	0	No	-1	No	0	No	0	Yes	0	1	
	19	Schmanska Park	Neighborhood park	6.39 acres	Discretionary, hourly	Center	1	Low	-1	Yes	1	No	0	No	0	No	1	No	0	No	-1	No	0	No	0	Yes	0	1	
	20	Appletree Park	Neighborhood park	3.5 acres	Year-round, hourly	North	0	Medium	0	No	0	No	0	No	0	Yes	1	No	0	No	-1	Yes	1	No	0	Yes	0	1	
	21	South. Conn. & Woods	Open space	12.6 acres	Year-round	South	1	Low	-1	No	0	No	0	No	0	Yes	1	No	0	No	-1	No	0	No	0	No	0	0	
	22	Lakeside Park	Neighborhood park	1.65 acres	Year-round, hourly	South	1	Low	-1	No	0	No	0	No	0	No	0	Yes	1	No	-1	No	0	No	0	Yes	0	0	
	TRAIL USE	23	Oakledge Park	Regional park	46 acres	Year-round	South	1	Medium	0	Yes	1	Yes	1	Yes	1	Yes	2	Yes	1	Potential	0	Yes	1	Yes	1	Yes	0	9
		24	Leddy Park	Regional park	70.9 acres	Year-round	North	0	Medium	0	Yes	1	Yes	1	No	0	Yes	2	No	0	Potential	0	Yes	1	Yes	1	Yes	0	6
		25	Starr Farm Park	Neighborhood park	21.2 acres	Year-round, seasonal, hr.	North	0	Medium	0	Yes	1	No	0	No	0	Yes	1	Yes	1	Potential	0	No	0	No	0	Yes	0	3
		26	Urban Reserve	Open space	22.41 acres	Year-round & seasonal	Center	1	Low	-1	No	0	No	0	No	0	No	0	Yes	1	Yes	1	Yes	1	No	0	Yes	0	3
	MIXED FIELD & TRAIL USE	27	WVPD	Partnership	146 acres	Ineligible: dogs prohibited	Center	1	Low	-1	Yes	1	Yes	1	No	0	Yes	1	No	0	Potential	0	Yes	1	Yes	1	Yes	0	5
		28	Ethan Allen Park	Urban Wild	80.3 acres	Ineligible: dogs prohibited	North	0	Medium	0	No	0	No	0	No	0	Yes	2	Yes	1	No	-1	Yes	1	Yes	1	Yes	0	4
29		Crescent Woods	Partnership	5 acres	Ineligible: dogs prohibited	South	1	Medium	0	No	0	No	0	No	0	Yes	1	No	0	Yes	1	No	0	No	0	Yes	0	3	
30		Rock Point	Partnership	140 acres	Ineligible: dogs prohibited	North	0	Low	-1	Yes	1	Yes	1	No	0	Yes	2	No	0	Potential	0	No	0	No	0	Yes	0	3	
31		Mt. Calvary Wetland	Urban Wild	11.7 acres	Ineligible: dogs prohibited	North	0	High	1	No	0	No	0	No	0	Yes	1	No	0	No	-1	No	0	No	0	Yes	0	1	
32		Cemeteries (LV, GM, EW)	Partnership	11.3 acres	Undetermined	Variable	1	Low	-1	No	0	No	0	No	0	Yes	2	No	0	No	-1	Y/N	0	No	0	Yes	0	1	
33		McKenzie Park	Urban Wild	66 acres	Ineligible: dogs prohibited	North	0	Low	-1	No	0	No	0	No	0	No	0	No	0	Potential	0	No	0	No	0	Yes	0	-1	
34		Arms Grant Park	Urban Wild	30.9 acres	Ineligible: dogs prohibited	North	0	Low	-1	No	0	No	0	No	0	Yes	1	No	0	No	-1	No	0	No	0	Yes	0	-1	
ON-LEASH ONLY	35	Bike Path	Pathway	20 acres	Year-round & seasonal	Variable	1	Variable	1	Yes	1	Variable	1	Variable	1	Yes	1	Yes	1	Potential	0	Yes	1	Yes	1	Yes	0	9	
	36	City Hall Park	Urban Park	4 acres	Year-round	Center	1	High	1	Yes	1	No	0	Variable	1	Yes	1	Yes	1	No	-1	Yes	1	Yes	1	Yes	0	7	
	37	Battery Park	Neighborhood park	9 acres	Year-round	Center	1	Medium	0	Yes	1	Yes	1	Yes	1	Yes	1	Yes	1	No	-1	Yes	1	Yes	1	Yes	0	7	
	38	Pomeroy park	Neighborhood park	1.47 acres	Year-round	Center	1	High	1	Yes	1	No	0	No	0	Yes	1	Yes	1	No	-1	Yes	1	No	0	Yes	0	5	
	39	North Beach (unless in restricted area)	Regional park	38.7 acres	Seasonal/Ref. App. D (fallow)	North	0	Low	-1	Yes	1	Yes	1	Yes	1	Yes	2	No	0	Potential	0	Yes	1	Yes	1	Yes	-1	5	
	40	Champlain St. Park	Pocket park	.12 acres	Year-round	South	1	High	1	No	0	No	0	No	0	No	0	No	0	No	-1	No	0	No	0	Yes	0	1	

* Currently functioning as Off-Leash Areas per the 2002 Ordinance.
The distribution score is based on population density in relation to available open space.



APPENDIX A: PROPOSED OFF-LEASH ORDINANCE REVISIONS

Date: June 6, 2013

To: City Council

From: The Off-Leash Work Group (OLWG)

Community Representatives: Ed Pais, Chair, Betsy Allen-Pennebaker, Lynne Lieb, Becky Poitras, and Louise Stoll; Staff: Deryk Roach, Dan Cahill and Jen Francis

Re: Off-Leash Work Group Findings

Proposed Revisions to the Municipal Ordinance...

Sec. 22-13. - Animals prohibited; exception

No domestic animals, except dogs, shall be permitted in any park. Dogs shall be held in leash by their owners unless in designated off-leash dog areas.

Sec. 7. - Off-leash dog opportunities

(A) *Off-Leash Dog Policy.* The Department of Parks and Recreation shall maintain an off-leash dog policy. The policy may be modified by the Director of Parks and Recreation with the approval of the Parks and Recreation Commission. The Off-Leash Dog Policy (OLDP) shall govern, the establishment, operations, and enforcement of off-leash dog opportunities as enumerated in this ordinance.

(B) *Designation of Areas.* Areas shall be designated for the purpose of allowing dogs to be under control of the owner or another individual by means other than physical restraint. The Parks and Recreation department shall maintain year-round off-leash opportunities in the South End, Center, and North End of the city, defined below. A variety of opportunities shall be provided including: fenced dog runs, water access, field use, and trail use on an hourly, seasonal, or year-round basis within reasonable walking distance of neighborhoods. Opportunities, where possible, shall be dispersed across the city. Permanent fenced dog runs shall be established in the ordinance, whereas the other area types shall be established in the OLDP.

(1) *Sections of the City.* Defined as:

- (a) *South End.* All portions of the city south of Maple Street and a line extending from Maple Street extending to the eastern and western limits of the city.
- (b) *Center.* All portions of the city north of Maple Street and a line extending from Maple Street extending to the eastern and western limits of the city and south of Washington Street and a line extending from Washington Street to the eastern and western limits of the city.
- (c) *North End.* All portions of the city north of Washington Street and a line extending from Washington Street to the eastern and western limits of the city.

- (2) *Permanent Off-Leash Fenced Dog Runs shall be located at:*
 - (a) *Starr Farm Park.* That portion of Starr Farm Park that is bounded on the east by the Burlington Bikeway and bounded on the west by that part of Starr Farm Park which is set aside for community gardens.
- (3) *Temporary Off-Leash Fenced Dog Runs shall be located at:*
 - (a) *Urban Reserve.* That portion of the area designated as the Waterfront Urban Reserve that is bounded on the east by the Burlington Bikeway, bounded on the south by the land known as the Texaco Jetty – including so much land to the south of the Jetty as to allow for access to the beach directly adjacent to the Jetty, and bounded on the north by the northern boundary of the Urban Reserve.
- (4) *Off-leash dog areas prohibited.* At the following parks dogs shall be permitted on-leash only:
 - (a) *Bike path*
 - (b) *Battery Park*
 - (c) *City Hall Park*
 - (d) *Champlain Street Park*
- (5) *Public Information.* Department of Parks and Recreation shall be responsible for maintaining clear reference to off-leash opportunities, maps, hours, and rules & regulations.

(C) *Times of Operation.* The times of operations shall be as determined in the OLDP.

(D) *General Rules for All Areas Designated as Off-Leash Dog Areas:*

- (1) A person taking a dog into an off-leash area shall have control of the dog by means of physical restraint (leash, cord, chain, etc.) when entering and leaving the off-leash area.
- (2) A person taking a dog into an off-leash area shall maintain voice, hand or other appropriate control over the dog at all times while the dog is in the off-leash area. Such person shall also have in their possession at all times a means of physical restraint.
- (3) A person taking a dog into an off-leash area may only do so during the times set forth by these rules.
- (4) All dogs present in an off-leash area shall be licensed and vaccinated and shall display valid license and vaccination tags attached to a dog collar.
- (5) A dog present in an off-leash area shall be the responsibility of a person who is present in the area with that dog. A person responsible for a dog in an off-leash area shall not leave the dog unattended in the off-leash area. A person responsible for a dog in an off-leash area shall be legally responsible for its actions.
- (6) A person shall not take a female dog in heat into an off-leash area.
- (7) A person taking a dog into an off-leash area is responsible for removing that dog's feces from the off-leash area. A person taking a dog into an off-leash area shall carry equipment for removing such feces and shall place feces deposited by such animal in an appropriate receptacle.
- (8) A person taking a dog into an off-leash area shall stop that dog from digging holes or destroying any parks property.

- (9) A person may not take more than three (3) dogs at a time into an off-leash dog area without a special permit given by the parks and recreation department. Professional dog trainers and organizations shall not use off-leash dog areas for their commercial activities except as allowed by this ordinance.
- (10) Vicious dogs as defined by Burlington Code of Ordinances section 5-13 are not allowed in an off-leash area.
- (11) There shall be no eating or smoking in the off-leash area.
- (12) Glass containers shall not be allowed in an off-leash area.
- (13) Any gate to an area shall be closed upon entry and exiting.
- (14) Person in control of a dog in an off-leash area shall not permit the dog to engage in excessive barking, howling, or other noise.
- (15) Persons under the age of twelve (12) years shall not be allowed in an off-leash area without the accompaniment of someone at least eighteen (18) years of age.

(E) *Enforcement:*

- (1) In addition to the penalties provided for by ordinance, a person or dog that violates off-leash rules and regulations is subject to ejection from the off-leash area.
- (2) In addition to the penalties provided for by ordinance, a duly authorized enforcement official may impound a dog for a violation of off-leash rules and regulations or for activities determined to be a nuisance.
- (3) In addition to the penalties provided for by ordinance, a person who violates the rules of this section on two (2) occasions within a twelve-month period may be barred from using the off-leash areas during the six (6) months after the second violation.

(F) *Administration:*

- (1) **Signage.** Signage depicting locations of off-leash dog areas, lists of essential rules, and other signage as necessary shall be installed in accordance with Parks and Recreation Department signage policy and the OLDP.
- (2) **Operations.** Standard operating procedures and amenities provided in the off-leash dog areas shall be defined in the OLDP.
- (3) **Commercial Usage of Parks.** The Department of Parks and Recreation may charge a fee to allow for commercial usage of the off-leash dog areas by professional trainers, and for-profit and not-for-profit animal organizations. Portions of the off-leash dog areas should allow for unencumbered usage by the public during these events. The fees charged for these events shall be used for the establishment, operations, or improvements of designated off-leash dog areas. Commercial use of off-leash dog areas without a permit shall result in a fine. Commercial Usage of off-leash dog areas may be further modified by the OLDP.

--END--



APPENDIX B: PROPOSED OFF-LEASH POLICY

Date: June 6, 2013

To: City Council

From: The Off-Leash Work Group (OLWG)

Community Representatives: Ed Pais, Chair, Betsy Allen-Pennebaker, Lynne Lieb, Becky Poitras, and Louise Stoll; Staff: Deryk Roach, Dan Cahill and Jen Francis

Re: Off-Leash Work Group Findings

Off-Leash Work Group proposed policy regarding:

- A. *Designation of Areas and Times of Operations*
- B. *Rules for Commercial Use of Off-Leash Dog Areas*
- C. *Signage*
- D. *Operations*
- E. *Public Outreach & Enforcement*

(A) *Designation of Areas and Times of Operations.*

The following areas, including those identified in the ordinance, are opportunities for off-leash areas:

(1) Dog Runs

- (a) *Starr Farm Park (year-round).* That portion of Starr Farm Park that is bounded on the east by the Burlington Bikeway and bounded on the west by that part of Starr Farm Park which is set aside for community gardens.

- (i) *Times.* The designated area may be used year round during the operating hours of the park.

- (b) *Urban Reserve (year-round).* That portion of the area designated as the Waterfront Urban Reserve Dog Run - bounded on the east by the Burlington Bikeway, the north by the land known as the Texaco Jetty – including so much land to the south of the Jetty as to allow for access to the beach directly adjacent to the dog run, and 280 yards north of the southern boundary of the Urban Reserve.

- (i) *Times.* The designated area may be used for off-leash use during operating hours.

(2) Mixed Opportunities (water, open field, trails)

- (a) *Leddy Park (year-round).* Leddy Park in its entirety excluding programmed areas including parking lots, athletic fields, public beaches, buildings, roads and walks, courts, playgrounds, etc.

- (i) *Times.* The designated area may be used park operating hours.

- (b) *Oakledge Park 1 (seasonal).* Oakledge Park in its entirety excluding programmed areas including athletic fields, playgrounds, courts, parking lots, roads and walks, buildings, public beaches, parking lots, etc.

(i) *Times.* The designated area may be used November 16 to May 14.

(3) *Water & Trail Opportunity*

(a) *Oakledge Park 2 (year-round).* That portion of Oakledge Park that is bounded on the west by the lake, bounded on the east by the bike path, on the south by the path to the cove, and bounded on the north by the field to the north of the tennis courts. Access to Lake Champlain shall be available for dogs and people in this area.

(i) *Times.* The designated area may be used during park operating hours.

(4) *Field*

(a) *Calahan Park (seasonal).* That portion of Calahan Park that is bounded on the east by Shelburne Road, north by Locust Street, west by Pine Street, and south by the park/neighborhood boundary excluding programmed areas such as courts, buildings, baseball fields, roads/walks, playgrounds, etc.

(i) *Times.* Summer: the designated area may be used at any time of the year from dawn to 10:00 a.m.

(ii) *Times.* Winter: the designated area may be used at from October 1 to April 1 from dawn to 10 am and 3:00 p.m. to dusk.

(b) *Schmanska Park (seasonal).* The multipurpose field portion of Schmanska Park extending from the basketball court to the tennis court.

(i) *Times.* Summer: the designated area may be used from April 16 to October 14 from 8:00 p.m. to 8:00 a.m.

(ii) *Times:* Fall: the designated area may be used from October 15 to April 15 from 4:00 p.m. to 9:00 a.m. for off-leash activities permitted by these rules.

(c) *Waterfront Park (seasonal).* That portion of the park bounded on the north by Lake Street, bounded on the west by the bike path, bounded on the south by the path that crosses the railroad tracks and connects to Lake Street, and bounded on the east by the railroad tracks.

(i) *Times.* Winter: the designated area may be used at any time of the day from November 15 to March 31 for off-leash activities permitted by these rules.

(ii) Access to this area may be limited from November 15 to March 31, if any events permitted by the Parks and Recreation department need this designated area.

(d) *Roosevelt Park (seasonal).* That portion of the park bounded on the north by Oak Street, bounded on the west by Walnut Street, bounded on the south by Willow Street, and on the east by the walking path bisecting the park. Dogs are not allowed on the baseball infield.

(i) *Times.* The designated area may be used at any time of the year from 6:00 a.m. to 10:00 a.m. and from October 1 to April 1 from 3:00 p.m. to 8:00 p.m.

(B) Rules for Commercial Use of Off-Leash Dog Areas.

(1) Commercial users will be responsible for creating any boundaries or temporary fencing that is required for their needs.

(2) Commercial users may use the off-leash dog areas a maximum of twelve days per year.

- (3) No more than one commercial user may use a single dog park concurrently.
- (4) Off-leash dogs will be able to utilize any areas of the off-leash area that are not separated by temporary or permanent fencing.
- (5) With the exception of extraordinary circumstances, no more than 33% of an off-leash dog area shall be permitted to be bounded off for commercial usage.
- (6) Commercial usage shall not interfere with standard entrances and exits from the off-leash dog area.
- (7) If any parks and recreation staff time is required for the event, the commercial users of the park will be responsible for covering all costs related to the staff time. Further, staff will only be made available with approval of the Director of Parks and Recreation approval.
- (8) Commercial users will be responsible for all costs related to set-up, operations, security, and cleanup for all events.
- (9) Standard Parks and Recreation Department requirements for reserving parks will apply.

(C) *Signage.*

- (1) Signs may be placed at the perimeter of non-fenced off-leash dog areas to indicate the limits of off-leash dog activity.
- (2) Signage shall be placed at entrances to off-leash dog areas indicating the essential rules.
 - (a) Essential rules will be defined for each opportunity by Park Department staff.

(D) *Operations.*

- (1) Parks & Recreation shall develop and keep current an operations plan that defines services and responsibilities to be delivered to areas identified in the policy.

(E) *Public Outreach & Enforcement.*

- (1) The Parks Department and the Police Department shall collaborate to educate and enforce the rules and regulations as outlined by the policy in off-leash areas.

--END--



APPENDIX C: ADDITIONAL OFF-LEASH RECOMMENDATIONS

Date: June 7, 2013

To: City Council

From: The Off-Leash Work Group (OLWG)

Community Representatives: Ed Pais, Chair, Betsy Allen-Pennebaker, Lynne Lieb, Becky Poitras, and Louise Stoll

Re: Off-Leash Work Group Findings

In addition to the off-leash ordinance revision and the implementation of off-leash policies, the community representatives of the Off-Leash Work Group recommend consideration of the following issues that fall outside of the scope of the work group's charge.

- Create an Animal Welfare board, commission, or committee to help coordinate efforts and address issues relating to animals that also involve a variety of City Departments. We believe that there should be a minimum of 5 members with the following makeup:
 - One member from the Parks & Recreation Commission
 - One member from the Police Commission
 - One member who is a professional working with animals (for example, a veterinarian or employee at the Humane Society)
 - Two at-large members
- Review the structure of dog license fees.
 - In the past dog license fees have been raised multiple times with the promise that the additional revenue would go to support dog parks. This has not happened.
 - The allocation of collected license fees should be disclosed in the annual report.
 - We recommend that the dog license fees in excess of the state statutory fees be used generally for the development of off-leash infrastructure, training and enforcement and included in the City's annual report.
 - 75% to development and support of off-leash opportunities
 - 25% for animal control purposes
- Review dog licensing. We believe that there are many dogs in the city that are not being registered, and that there are ways to increase the compliance of licensing.
 - Consider allowing 1 to 3 year licenses. The rabies vaccinations are valid for three years so allowing the licenses to expire when the rabies vaccination expires could potentially increase compliance and reduce staff work in issuing licenses. It may be necessary to have the licenses renew automatically each year to comply with state statute.

- Consider allowing veterinarians to license animals. We are not sure if veterinarians will be interested in this as they care for dogs in multiple communities. However, if people can get their dogs licensed at the vet it will likely increase the numbers of people getting their dog licensed.
 - Provide handouts on dog rules & regulations, as well as off-leash opportunities, to individuals getting their dog licenses. This could help with people knowing and following the regulations.
- Promote the dog-friendliness of Burlington to visitors. This can be used to increase tourism here as more people are travelling with their pets.
 - As part of our work, we gathered information on hotels that allow dogs. This was put on a Facebook group that we established. This was subsequently used by the information desk at the airport to give suggestions for hotels for travelers with dogs.
 - Develop & promote off-leash opportunities, and Burlington as a dog-friendly city, to partners in the tourism industry.
- Develop programs to improve etiquette between cyclists, pedestrians, and dog walkers.
- Provide public vehicular access to the Urban Reserve Dog Run.
- Pursue public-private development partnership opportunities.
- Establish a Friends of Burlington Dog Parks Group to:
 - Help raise funds for the dog parks
 - Help recruit volunteers for maintenance of dog parks
 - Assist in communications between dog owners, residents, businesses, and the Parks Department
 - Promote the dog-friendliness of Burlington
 - Consider development of a foundation in raising funds

--END--



**PARKS & RECREATION COMMISSION
Minutes
September 1, 2020**

Commission Present: Barlow, Todd, Traverse, Hurley, Johnson, Farrell and Lantieri

Staff Present: Wight, Allen and Putzier

The meeting was convened at 5:32 p.m. by Wight

Approval of Agenda

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

Appointment of Chair and Vice Chair to the Commission

Wight opened the floor to nominations for one year terms for both the Chair and Vice Chair of the commission.

Todd nominated Traverse to serve as Chair of the Commission, Traverse accepted the nomination, Barlow second, motion carried.

Barlow nominated Todd to serve as Vice Chair of the Commission, Todd accepted the nomination, Hurley second, motion carried.

Approval of Consent Agenda

Wright handed over the gavel to Traverse who read the consent agenda and motions into the record and the items were moved for approval by Farrell, second by Barlow, motion carried.

Wight added an informational point on the waiver for sound, stating that pending receiving all of the information to the department from the applicant the approval would move forward with the commission approval.

Volunteer of the Year Award

Allen, Events Planner, BPRW introduced herself to the Commission and stated that Mae Leclair and Kathy Knauer formerly worked for BPRW and have done several events for the department, are amazing, scavenge all kinds of amazing props, all hand painted and done without pay or recognition, do because they love to do and Allen is very grateful and could not do without them, Hopes to continue to do with them into the future. Came up with a new plan for this year. They have designed and created all props. Allen also showed a photo of the recipients with award plaques and really appreciated all that they have done for the department.

Cindi added nice words of adding relationships and how they disappear after the event is all set and done very gracious and Putzier also stated what a positive impact the two have had on the events presented by the department.

Traverse asked how the department solicited for Volunteer of the Year award and Allen explained it was an internal award that Wight solicits from the staff and then all vote on to choose an individual or



organization, depending on who was nominated. Nominations are chosen from staff aspect to the department.

Traverse suggested putting the pictures out more and letting others see more and felt putting in the North Ave News or some other resource would be a good place to promote. Allen will send information to Wood, the department marketing person.

Geocache Policy

Wight explained had a request in the past to do this in the parks and brought back as it had not received approval. Department reached out to other parks and spoke with State Parks and created document based on others, created a form that would allow us to know what is out in the parks and asked if any had questions.

Todd felt the permit was very clear and concise and would like ammo boxes to be recognizable and Barlow asked if any had registered as of yet and Wight said not currently, said not opposed to it but just did not have a system in place to address at that time.

Johnson asked if a plan to market information out for other groups now, and options to register with the department. Wight said she would be working on that with the Geocache world and would get more information. Wight is going to follow-up with members that do this and see the best way to get the word out.

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

Public Forum (Time Certain 6:00PM)

Public forum opened at 6:00 p.m. by Traverse.

Frank Romary spoke on the Geocaching and said that he was approved for 5 years at Leddy Park and he has one grandfathered from 2009, was told 3 year grandfathering and likes looking for ones that have not been found for 3 or 5 years. Does not like the policy that you would have to remove in 3 years.

Traverse wanted to know if you can renew the cache and Wight said you can extend if the City knows who is placing, would not have an issue, would evaluate. Todd clarified that it would be on the person who has the geocache to extend and not on the department to reach out to the individual.

Evan Litwin, lives in Ward 4, and is the Administrator of a Facebook group of 840 people and monitors, saw a lot of uptake in conflict with neighbors and dog walking, people afraid or uncomfortable on trails and spaces where not supposed to be off-leash. Saw opportunity for increased ability to like and support the effort to expand beach access, feels need a space to cool off dogs, need to be aware of, only a few appropriate for dog activity, would not support North Beach as area, feels reasonable request of the department. Also ask for more areas that are better for mobility, not speaking of just for dogs. Stated that Northshore was not very accessible, but others are. Would like to expand to something that is not in enclosed traditional crowded areas.

Chris Muzzy, felt the proposal for beach fires and Off Leash Dog Ordinance was a solution to a problem, spoke about fires and does not feel should be promoted.



Sarah Carpenter, Councilor spoke regarding policy and thanked and was supportive of proposal and feels important to be open as broadly as possible. Only a few families have private access, supportive of provisions. Particularly of the changing of hours at Leddy Park.

Public forum closed at 6:15 p.m.

Park Closing Hours

Wight stated that the change in time would put Leddy at the same time as other parks with exception of skating times adding in Waterfront Park to stay open later, same as Pease lot and downtown for dinner and other activities. The other change was the name of South Park to Callahan Park, which it is referred to currently. Wight said the next steps after approval from the commission would be approval from the City Council.

Barlow asked about enforcement and if the Police were committed to enforcing the close time and Wight said Police were looking to be able to crack down at the later times but would not likely have someone on site every night, it rather gives the authority. Also stated looking into gates to see what options are. Barlow also added it would be helpful if it were closed to keep out a lot of camping in the southeast corner.

Wight wanted to make clear, with the exception of City Hall Park, no limit as to time you can be in a park, you are allowed in a park to just sit in at a late hour.

Todd liked the plan, suggested having an outreach campaign with signs etc. to explain the changes particularly to Leddy Park.

Johnson asked about the timeframe for changes, Wight said need to do resolution to City Council and then after that would go into effect after approval.

Traverse asked if ice was taken up every summer and was told no by Wight only for a few weeks in May and Putzier confirmed, only for a short time. Traverse felt during busy times etc. that it would be difficult to figure out who is there for skating late at night versus for other activities and Wight said did not feel it would be much of an issue in colder months as the issues of big concern are mainly in the summer months.

Motion to approve the policy as presented by Todd, second by Barlow, motion carried.

Revision and Update of the Off Leash Dog Ordinance, Rules and History

Wight stated this came up to the Commission and that Justin St. James had reviewed as well as Kim and she had done more research and some changes happened, if changes to appendix D is a resolution to City Council not an ordinance change, might be on consent agenda. Wight said she goes into appendix D often and asked if would/could be policy and helpful for everyone to know what those rules are, this can go through City Council resolution rather than Ordinance Committee, change, this one is keeping the detail in the appendix as to where the areas and rules are. Wight explained that previously when trying to change it was moving to the Ordinance Committee, this time it would go to City Council for a resolution. It is in the appendix but technically not valid, old resolutions state was a pilot and unless further action it went away and in 2002 asked for extension, while listed not really no action or record, needs to get wrapped up.



Barlow asked if currently non fenced areas are not actually available for off leash dogs, Wight said what was in red is to be added but technicality it was not really valid anymore because it never got approved by Council. Wight looked at original pilot, did research, and added, while Leddy Park was there in beginning, separated out Oakledge as 1 and 2, added summer/winter time to Schmanska and added Roosevelt Park, based on 2011-13 work group and work originally done in 2000.

Barlow would like to do more outreach before moving forward as he believes that many do not understand Appendix D and feel that the only area dogs are currently allowed off leash is in fenced in areas.

Todd explained there was extensive engagement and years from all different community elements, interested in what other commissioners think, feels not new and would feel comfortable approving today. Felt on the agenda a few times in the last year, likes the idea of more accessible areas for dogs to play, also asked where commission falls in future revisions or changes.

Wight said once in appendix D would have to go through process again and do resolution to City Council to change, Wight stated this is to clarify where we don't want to have dogs also and to be more specific.

Farrell felt working off a fair amount of input already and hesitant to ask for more at this point particularly as input can be given at the City Council level.

Johnson said being able to have options in a more timely manner may be better at this time as well as being clear as to where is appropriate, does not feel going back to the beginning is beneficial.

Hurley could see both sides and did not have a strong opinion.

Barlow said he is more about having a process and not opposed to the change but more about the public process, suggested a lighter conversation just to make aware. Not comfortable moving as this is.

Todd asked what would be some of the ways to take the temperature of the community and how that would look and how it could happen.

Wight said that the one challenge is that the only people that come to NPA meetings are the people against it, seems like if you are against a particular item you will take the time to make the meeting, Farrell agreed, and said the one value is that you can try and head it off and was not sure what new would come out from what has already been heard.

Barlow suggested announce after approved at commission level and tell it would be going to the City Council in a resolution. Wight said yes as it would also go to PACC for approval and that would be another opportunity for input.

Harley suggested using the Front Porch Forum as a platform as well instead of NPA and Wight suggested using Front Porch Forum to do a survey and not back and forth conversation.

Traverse asked to frame the questions for public comment that would generate more of a mix , agrees something needs to happen, agrees working group put in a lot of time on this also, sensitive issue for a



lot of people, in favor of concept. Explained a point raised last year and recognized the value in incorporating in appendix rather than internal policy, one in reading the language not sure what it means, multiple ways to read it, likes the idea of keeping a policy and the specifics, would prefer to have the department make rules and have something done on policy. Thanked Wight for moving forward. Wight said learned over summer the ability around enforcement chapter 22 and appendix D, whatever is done will need to include in appendix D what you want to have enforced otherwise it does not have as much strength, need to make sure still have the ability to enforce.

Traverse suggested having the City Attorney come to explain better to the commission.

Putzier read an email into the record from Noelle Cleveland who was in favor or more off-leash areas.

Beach Fires and Off-Leash Areas

Wight said she had given a memo to all ahead of time and the first piece of the memo was around the dogs and the second were all issues regarding beaches. Currently dogs are not allowed at Leddy and Northshore and it is known that dogs are at both locations all the time. Wight asked if at some point do we accept people are going to the beach with dogs and having no success, but do have success at North Beach and Texaco, recognizing the lifeguards at North Beach and more people.

Wight stated beach fires were a big challenge and not a new issue, Fire department sent list and the spike for calls was off the charts. Beach Manager said in a place he formerly worked they issued permits for fires in specific locations.

Farrell and Todd in favor of approaching in this way, likes designated areas and also liked the idea of revenue potential and broadening if appropriate for each beach, also liked the dog piece.

Barlow asked about cleaning up after a fire and asked if designated areas would have some type of structure and would there be any responsibility to permitted to clean up and how/where would they get the wood from. Wight said you would not be able to permit them to a certain point, others have built structures and part of the cleanup is associated with the permit and the fee that would be paid.

Johnson would like the infrastructure to be in a way that would contain and have in different areas of town. Help make the process easy as possible.

Lantieri said if happening already, would we be guaranteed people would get a permit and how would we manage the enforcement and monitoring piece of the permitting.

Traverse said could be part of discussion in December, fires favor some concern if other people see a fire at night they may not necessarily know it is a permitted activity and may encourage others to do and would like to know what efforts are taken to put the word out about the permit and process and don't make one place the only place.

Wight will bring back to staff, will flush out more and speak more with Fire department about enforcement level and will come back at a later date.

Oakledge Park 50 Years, June 2021



Wight explained that Oakledge would be turning 50 and had not made any internal plans yet, invited to keep if interested in doing some type of celebration, hope to be under construction for phase II playground, asked if anyone wanted to get involved to contact her. Traverse volunteered to work with Wight.

Barlow stated that the park used to be called Cliffside Park.

Todd suggested maybe what happened in each decade or how many marriages, marathons had occurred in the park.

Johnson suggested reaching out to some of the community members for some stories, Traverse said he would commit his NPA to researching some ideas. Lantieri and Traverse will work on Ward 5 NPA group to come up with something.

Traverse suggested picking a date for the retreat and moving Item XI. Increasing Community Engagement for Commission Meetings to discuss at the retreat, several were in favor and Todd suggested doing a doodle pool to set the retreat date, listing some morning times and afternoon/evening dates.

Increasing Community Engagement for Commission Meetings

Traverse explained this item had been moved from August to September meeting.

Todd asked to have the following specifically addressed at the retreat; Identify areas, such as ethnicity, groups, who to reach out to.

Wight explained that Emma will be doing retreat again and will be able to help with this request.

Date for Commission Retreat

Wight will come back at the next meeting with some choices for a final date and will send out the doodle pool to all commissioners.

Report from Commission on Volunteer Hours

Traverse asked the Commission if they had any additional hours for the month of August, Lantieri had an additional 1 hour, Todd had 1 hour, Hurley had 2 hours and Johnson had 1 hour.

Director's Items

Wight said reports are getting longer, staff are adding to it, highlight September 1, Senior Day, the neighborhood is embracing the park, very nice on asking to get Schmanska barn open, power washed, stained, put new boards on, received a \$500 grant, put up little library, hope to have open for public access soon, bikepath out for contract, tomorrow first closure downtown, beginning of realignment process, from college to King and the rail is working on their side, working with VTRANS and bikepath as one contract, staff doing amazing work, asked to have them read the report to get a full sense of what is happening.

Todd asked if the update or blast could go out and Wight said notice does go out but would send to Bikable Burlington and would also post about the bike racks and where they are.



Traverse said that BPRW team continues to do tremendous work under tough times and can't say enough and gave huge kudos to the whole team.

Commissioner's Items

Farrell introduced himself to the new commissioners.

Other commissioners introduced themselves to Nate Lantieri, newest commissioner.

Traverse stated that Burlington has a beach named Texaco beach and would like to find a way to engage the community in finding a new name and Wight agreed also need to find a name for the Blodgett area that has an embankment, natural area, and has no name and would like to also find a name for.

Barlow suggested having a community contest and Wight agreed and they could come to the commission meeting and when get top three then send out to vote on from the community.

Adjournment

Motion to adjourn at 7:48 p.m. by Barlow, second by Farrell, motion carried.

DR