



**PARKS & RECREATION AND HARBOR COMMISSION MEETING
AGENDA
SEPTEMBER 1, 2015
645 PINE STREET, FRONT CONFERENCE ROOM
5:30PM**

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of June 2, 2015 Meeting
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Approval of Minutes of August 4, 2015 Meeting
*waive the reading, approve the minutes and place them on file
- III. Action Item: Naming of Skateboard Park (verbal)
- IV. Public Forum (Time Certain 6:00PM, 3 min. per person time limit)
- V. Action Item: Request for Permit Extension at Oakledge Park (attachment)
- VI. Information Item: Parks Master Plan (handout)
- VII. Information Item: Parks Foundation Update (verbal)
- VIII. Information Item: Burlington College (verbal)
- IX. Director's Items
- X. Commissioner's Items
- XI. Adjournment

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**Parks & Recreation and Harbor Commission Meeting
Minutes
September 1, 2015**

Commission Present: Bossange, Hurley, Kaplan, Hanson, Khadka and Matson

Staff Present: Bridges, Francis, Bailey and Putzier

The meeting was convened at 5:35 p.m. by Commission Chair Kaplan.

Approval of Agenda

A Motion was made by Kaplan to switch items V. Request for Permit Extension at Oakledge Park and item III. Naming of Skateboard Park and approve the agenda, second by Bossange, motion carried.

Approval of Consent Agenda

Approval of Minutes of June 2, 2015 Meeting

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Hanson requested a change to the August meeting minutes under Naming of Skateboard Park to read; "Hanson asked about what the public process was for the naming of the Skatepark" and strike the previous wording of the question.

Motion was made to approve the consent agenda with the requested corrections by Bossange, second by Khadka, motion carried.

Naming of Skateboard Park

The proposal was to name the Skatepark after A-Dog.

Kaplan said there was an informal approval at the last meeting and was happy to have a formal vote.

Andy Williams "A Dog" is who the park would be named after. Have not received the official naming and will happen in the spring when the opening and first event happens.



Bridges added that he had received over 100 emails in support of the naming of the park under A Dog's name. Majority of the funding for park was from TIF monies.

Motion was made to approve the naming of the park to be under Andy A Dog Williams by Khadka, second by Hurley, motion carried.

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

Public forum opened at 6:02 p.m.

Nobody came forward to speak at public forum

Public forum closed at 6:03 p.m.

Request for Permit Extension at Oakledge Park

Bailey stated have Eat X NE happened last year and had no complaints, was a great event done by Alex Crothers and Skinny Pancake. The length of the event has been tightened up only operating on Saturday and Sunday, will be doing the brew ha ha piece and the Department of Liquor Control was pleased with the arrangements. The event has been promoted as a leave the car at home event and will have no cars in the park other than vendors.

Staff feels confident there will not be any problems and didn't feel the event would go until 10:00 p.m. on Sunday. Bailey added that he had not seen the actual schedule yet. Saturday evening will have a sit down dinner party and suggested not shut down the park to the public. The only change from last year is the extension of amplified music by an hour.

Bossange asked if the Saturday party would be where the festival is happening and Bailey said it would happen within the vending area and with the same vendors that will be doing the larger event, Bossange said he was also concerned with the Sunday night music and Bailey said if he received the schedule with specific music that is not appropriate he would stop the performer.

Hanson felt the event coordinators were very responsible and made a motion to allow extension for event, second by Bossange, motion carried.

Parks Master Plan

Francis handed out copies of the master plan to all and Bridges stated this was the final draft and what is most important is the text and also noted it has been a multi-year process and would be excited to get approved within the third year of creation. Feels amazing and meaty document as it is an action document and what has been accomplished in the last year.



Francis explained there had been a lot of reorganization based on the system themes, brief table of contents and then the plan and backup. Concentrates on who we are and gives a lot of information and data and she tried to make the plan very image heavy with bullets, backup is paired down to text. Made front part very digestible and once looking at strategic initiative section you can see a lot has already been done.

Francis said she would like all internal changes by the end of next week and would appreciate getting any requests and suggestions from the Commission to her by that time as well.

Bossange asked how the document would be a working document and Francis said the strategic action plan in the back and strategic initiatives would be updated every three years, not renewing the entire document but keeping it updated.

All agreed by the end of the day Wednesday to get any changes to Francis for editing.

Bridges said one of the biggest changes is not changing everything and starting from scratch but prioritize specifics and replacements and how managed. Need to look at and value long term and look at the amenities as well.

Kaplan asked to come up with a way to point consumers to this document and to make it accessible and easy to use and Francis agreed and suggested some ideas to go about doing that and getting it out to the public.

Francis said really pulled storm water into the plan and process which is very rare in many plans and how important to a park system it is.



Parks Foundation Update

Bossange stated that the Foundation had raised over half the funding for bike path repairs, had press conference a month ago and launched public campaign and looking at how to go toward bigger donors, getting all involved. Handed out the report from the Foundation, list of donors and organizations, where at and the back page is a case statement for the Foundation. Very focused on the Bikepath as well as other projects, working through supporting projects such as the Master Plan and continue to support the Mayors plan to finish the full bikepath. Stated this was a great Board and hard to compete against all other campaigns, looking at going out of State for funding as well.

Hanson asked what the public part of the money raising would look like and was told by Bossange he thought it might look like more forums, going to the BBA, Chamber of Commerce, Rotary, doing a mailing and insert in North Avenue News, television and radio, Front Porch Forum and NPA's and really encouraging and saying that you too can be a part of this and many projects, also putting a strategic plan together currently. Welcome ideas from all and Hanson said she had been to some really great fundraisers and if you could find the right person that is creative, could have some very good events.

Matson added doing a fun run or something specifically on the bikepath to bring awareness that the Foundation exists and is a separate entity raising monies to replace the bikepath.

Burlington College Update

Bridges showed a more formal map and layout of proposal and explained the last meeting on the use of the property went very well, 12 acres of land would go to the City, still quite a bit of work to do to make it all happen, need to spend Conservation funds as well as other partners and private funding that would need to happen for the project to be accomplished, this project would be very connected to the bikepath. Bridges showed another photo board of what is happening adjacent to property, explained the financials and next steps are very complicated as well as the zoning process. Explained a very diverse housing project and good and if did not come up with this plan would probably be single family housing and in the City's view it would not be the best use of the land and most practical use for the property. All information on this can be viewed on burlingtoncollege.com website. The department will be doing a site walk of the property at its next staff meeting.

Bossange asked what the road blocks would be and Bridges explained the zoning issues and raising the necessary money.

Director's Items

Bridges stated working on expansion of Tommy Thompson garden site and have additional acreage that is underutilized, currently have leases on most gardens and there have been some conversations of being charged by Tommy Thompson and need to decide if it is best to pay for or best to utilize space.

The department is at the end of seasonal staff season and have three major events going on at waterfront, take seriously the demand but don't have the staff to handle all and are very sensitive and stay open as long as possible but just not feasible to maintain staff financially.

Commissioner's Items

Bossange explained he had handed out a packet regarding banning smoking in the Parks last month and since that time met with Chip Mason, Chair of the Ordinance Committee and intends to meet with each



member of the committee and also sent a packet to Jane Knodell, Chair of the City Council and is trying to inform and get moved through to the full Council. The Commission is in support of the ban on smoking in parks as well as Bridges.

Bossange said he plans to keep moving forward with or without Council support. When Bossange gathers more information he will supply a cover letter and have a draft to the City Council of what would be sent out and would work together with all the Commission to reinforce what to send out.

Kaplan added to have Matson be the outreach person with a group at BHS and would like to have her provide that on behalf of the Commission and would like to have cessation outreach and classes and understand that people smoke and some don't want to and try to be helpful to all and not have people feel targeted but encouraged and supported. Kaplan also stated that other Cities/Towns are starting as well.

Hurley asked how enforcement is going on this on Church Street and most don't worry about enforcement but it becomes a culture and after an amount of time it just happens.

Kaplan brought up a complaint from a resident who said they had rented the Waterfront Shelter and when they arrived other people were there and told them they could not make them leave. It was a very uncomfortable situation.

Bridges explained that the location of the shelter is in a very bad location and when not reserved it is first come first served and tables and such do get moved. Stated that this particular shelter has more issues due to the location and will in the future put an A frame type posting that the shelter is reserved and will have at all shelters but it may not make a difference at the waterfront location.

Hanson asked about what was happening with the contaminated soils at Leddy and Bridges said working on a work plan that was submitted on August 10th and reviewed in a day and half. Johnson Company will maintain the pile currently and testing begins the week of Sept. 16 and will take over 90 samples. Setting benchmarking and ahead of schedule currently but have been operating about 2 to 3 weeks ahead and then wait for sample results to come back. Bridges said that near any telephone pole you will find some PCB's and did not currently know the cause but are dealing with and need to determine who's jurisdiction it is. Once finalized the hope is to use some of the soils in one area as asphalt in the next use of the bikepath.

Hanson asked if the department had been talking with the YMCA regarding their buying the old Eagles Club and was curious as to the department's involvement in this and questioned the use of this facility without a pool and Bridges said the department had not been engaged in the conversations at all.

Hanson said that she had been having issues with the department website registering her children for programs and Putzier said it was an age/grade issue and was being addressed. The department will continue to work on this in house.

Hanson also asked about the Perkins Pier parking lot and how the booth can get backed up because people are asking questions and would prefer to have people move around the booth for lengthier conversations. Hanson also praised Moreau for all the great work at Perkins.



Bridges added that Memorial Auditorium has 25 to 30 years of deferred maintenance to it and recently noticed cracked beams got a structural engineer and work will start very soon on structural work and others for repairing the roof, will not be doing many events and will have conversations soon about the use of the building, it does not change anything about the uses, the building still loses monies and Bridges said it is a multi-purpose facility without a purpose. Does not serve today's needs and the City may be doing a lot less at that building.

Bossange and Hanson felt the City should sell the facility.

Adjournment

Motion was made to adjourn at 7:16 p.m. by Bossange, second by Khadka, motion carried.



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