

**CITY OF BURLINGTON  
PARKS, ARTS & CULTURE COMMITTEE**

**Councilor Joe Magee, Chair, Ward 3  
Councilor Ali Dieng, Ward 7  
Councilor Mark Barlow, North District**

Staff: Holli Bushnell, Office Assistant  
Lakeview Cemetery  
[hbushnell@burlingtonvt.gov](mailto:hbushnell@burlingtonvt.gov)

**AGENDA**

**Parks, Arts and Culture Committee Meeting  
645 Pine St, Front Conference Room  
Wednesday, August 23, 2023 5:00pm – 7:00pm**

**MEETING CONDUCTED IN PERSON AND VIA ZOOM**

Hi there,

You are invited to a Zoom webinar.

**When:** Aug 23, 2023 05:00 PM Eastern Time (US and Canada)

**Topic:** PACC meeting

Please click the link below to join the webinar:

<https://zoom.us/j/95153896816>

Or One tap mobile :

+13092053325,,95153896816# US

+13126266799,,95153896816# US (Chicago)

**Approval of the Agenda**

**Approval of the draft minutes from July 26, 2023**

**Public Forum**

**Agenda Items –**

- Total Solar Eclipse, April 8, 2024 UPDATE – Doreen Kraft, Zach Williamson, BCA
- Dog Task Force Update – Maria Karunungan, Dog Task Force Chair
- Central Facilities Net Zero Presentation – Kim Bleakley, BPRW Central Facilities Manager

**Schedule Next Meeting**

**Adjournment**

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# Working Towards Net Zero Energy

City of Burlington Facilities



## What does **Net Zero Energy** mean?

For buildings, it means that they produce as much energy as they consume on a net annual basis.

## Why is it important to work towards **Net Zero Energy** in Buildings?

Net zero commercial buildings are cheaper to operate and provide competitive ROI.

Building occupants value net zero, high performance buildings.

Net zero commercial buildings are more resilient and can maintain comfort and safety during various climate emergencies such as brown-outs, black-outs, extreme heat, and extreme cold. Increasingly, local and state codes are mandating or incentivizing net zero commercial buildings.

Buildings that are not net zero may not be insurable in the future.

Net zero commercial buildings can be critical components in positive environmental, social and governance (ESG) reporting.

Net zero commercial buildings show a commitment to positive environmental impact – it is imperative that the City leads by example on a path to Net Zero Energy.

## City Buildings: Past Work



- In 2019 we worked with the Burlington 2030 District engineering team to create a portfolio energy plan for (12) benchmarked municipal buildings with support from the Burlington Electric Department Energy Services Team.
- Energy benchmarking equips us with data to demonstrate our follow-through with our commitment to achieve Net Zero Energy.
- By modeling Net Zero Energy strategies in our buildings, we inspire our community to take action.

## Which City Buildings did we Benchmark?

1. 645 Pine Street
2. City Hall
3. Burlington City Arts
4. Fletcher Free Library
5. Fire Stations 1 – 5
6. Police Department
7. Paquette Arena at Leddy Park
8. Memorial Auditorium



## What Were Our Findings?

### PORTFOLIO SURVEY FINDINGS (ALL BUILDINGS)

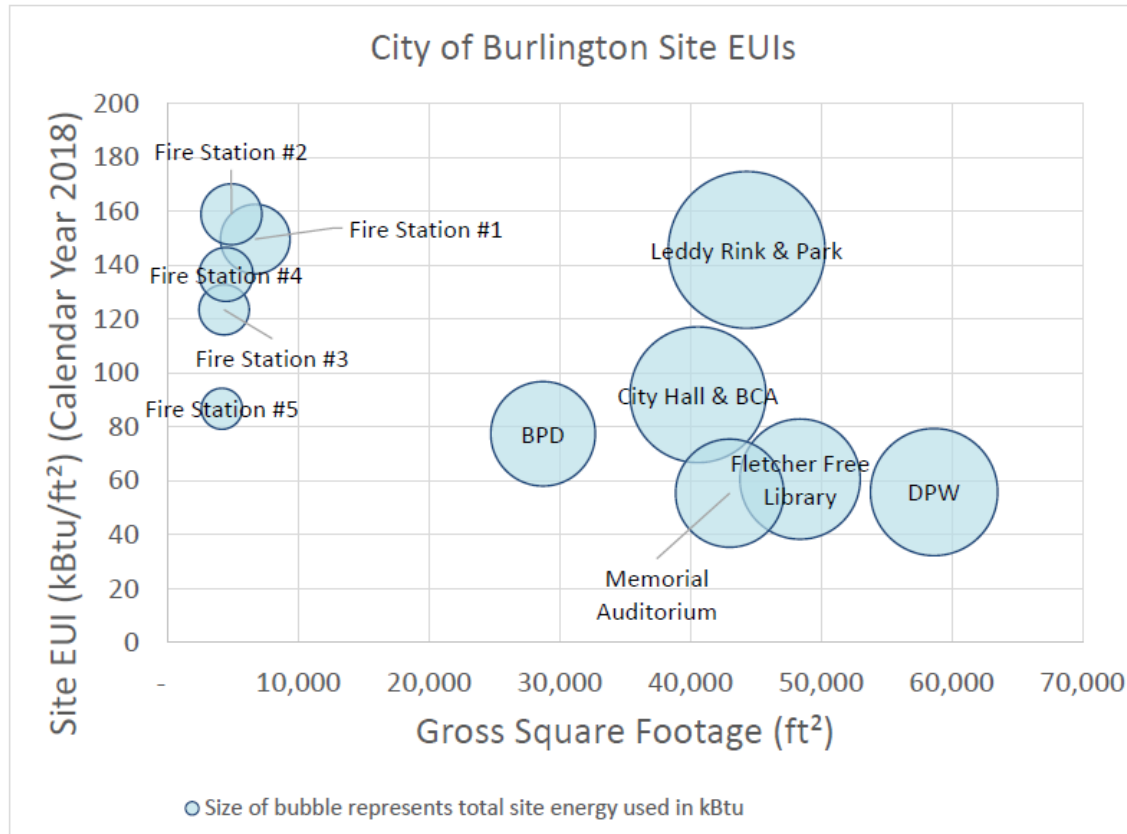


Figure 1: Cohort of 12 (City Hall & BCA combined) City of Burlington Buildings in Portfolio.

## Bubble Chart Findings

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1. The cohort separates into two clear clusters of buildings – the fire stations and the other buildings which, for the purpose of this review, we refer to as “larger facilities.” The larger facilities serve diverse purposes and represent varied energy loads and use profiles.
2. Although the larger facilities use more total energy as expected, Fire Stations #1-4 have higher EUIs than the larger buildings, likely due to their 24/7 use and because they have large, open truck bays that require heating.
3. Targeting facilities with larger bubbles first (higher overall energy consumption) can have a larger impact on overall energy savings and dollars spent on energy.

## City Buildings: What Have We Been Working On?

A few items which we have been able to include as we move projects forward.

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New roofs, attic insulation, new windows and air sealing in selected buildings.

Smart controls for automated HVAC and lighting systems in selected buildings.

High performance and efficient HVAC systems when repairing and replacing.

Demand management systems.

LED lighting, high efficiency appliances and WaterSense plumbing when upgrading and replacing.

On site energy production.



## Where Do We Go From Here?

In March 2023, the City posted an RFP to work with an Energy Performance Contractor to conduct a technical energy audit of all City facilities and to implement an energy performance contract. The intent was to identify and affordably implement capital improvements that reduce energy and related costs in City facilities in a manner that allows annual cost savings, a reduction in energy usage, and potentially provide a path to Net Zero Energy for City facilities. This RFP was awarded in April 2023 to Energy Efficient Investments (EEI).

Since the selection of EEI, the EEI team has been engaged with City staff in auditing many City facilities to create a roadmap to Net Zero Energy. Per the RFP, EEI will work to create individual projects as they are identified through their facility audits. Each project will be done in consultation with City staff, and construction budgets will be provided. The City team can then coordinate contracts and projects based on prioritization and funding availability.

# BURLINGTON DOG TASK FORCE QUARTERLY REPORT

to Burlington City Council, Parks, Arts, and Culture Committee

Report No. 3 – Weds Aug 23, 2023

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## Membership Updates

- The full dog task force continues to meet monthly; subcommittees meet as-needed outside of those meetings.
- Joanne Kalisz was appointed to seat 8 (Dog Owner seat) in March.
- Tom Young has replaced Yusuf Abdi as the BPD representative on the task force.

## Updates on Dog Task Force Scope of Work

- Review current city programs and policies including other dog task force work.
    - *Ordinance Review.* Draft changes to current city ordinances have been reviewed & approved by the full task force. Review of section 7 in Appendix D (Off-leash dog areas in the Rules and Regulations of BPRW) of the city ordinances is underway.
    - *Enforcement Review.* Analysis of data received from police in Feb 2023 is underway & will be considered as part of the final recommendations.
    - *Off-leash Review.* Off-leash survey based on prior task force work in 2013 & 1998 has been completed & data analyzed and used to inform pilot areas. Also met with the Cemetery Commission to discuss the possibility of allowing dogs in cemeteries as part of a controlled revenue-generating program, but the Cemetery Commission is not interested at this time.
  - Conduct an educational campaign regarding off-leash dogs, dog attacks, dog feces not being picked up, and dog barking.
    - We have created and shared the following public service announcements: [Poop Clean Up \(spring\)](#), [Leash Your Dog \(Off leash dogs' impact on wildlife/plants & conservation efforts\)](#), & [Barking](#)
    - A proposed annual calendar of monthly topics to go out on various City of Burlington departments' social media, Front Porch Forum (see [Appendix A](#)) has been drafted for inclusion in the final report of recommendations.
    - See [Appendix B](#) for additional working ideas.
  - Review licensing rules and make recommendations
    - We have initiated conversation with the CAO on reallocating/sharing of new growth in licensing programs to support the Dog Task Force work.
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- The City of Burlington has modernized the process by creating an online option for licensing. We think we have seen a modest increase in registration, but will likely recommend better outreach to encourage licensing compliance.
  - After reviewing information from other nearby or similar municipalities, as well as considering the environmental impact of outdoor cats at large, we will be recommending licensing of cats & applying the same requirements currently in place regarding dogs at large to also be applied to cats. Separately we will present pros and cons of requiring alteration of outdoor cats, but these will not be included in the proposed changes to current city ordinances.
  - We will be recommending better cohesion between city departments to ensure personnel that are involved in animal welfare & enforcement of animal-related ordinances have training and access to updated licensing information especially while in the field to more efficiently address animals at large and so that animals involved in incidents are appropriately and accurately documented.
  - Review compliance and policy enforcement and make recommendations
    - Questions about reporting have emerged. Nothing is segmented for dogs or any animals (other than “dead animals”) in online incident report or See Click Fix - so there is not an accessible means to report incidents-in-progress;
    - Questions about how reported incidents are resolved & communicated are under review and discussion.
    - We will be recommending a dedicated ACO for the City of Burlington to fully support investigations which currently require the victim of a dog attack to know the name of the attacking dog's owner in order for the PD to investigate.
    - We will be recommending the addition of a licensed veterinarian and a certified animal behavior professional to be added as members of the animal control committee.
  - Generate a final report to be presented to the City Council
    - We have a goal of November 2023 for the final report (complete draft for review by full task force in October 2023).
  - Plan Pet/Dog Events, Activities and Celebrations, i.e., National Pet Day or National Dog Day Celebration - See Appendix A
  - Review current funding allocated to our municipal dog/pet resources and make recommendations - See above regarding education, licensing, off-leash areas

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## Appendix A - Proposed Annual Education Calendar

- January
  - Barking PSA
- February
  - Dog License Due (campaign/drive)
- March
  - Dog License Due (campaign/drive)
- April
  - Off-Leash PSA (Impact to wildlife/wildflowers that develop in spring)
  - Picking up poop PSA)
- May
  - Don't leave your dog in the car PSA
- June
  - Keep your dog cool PSA
  - Don't leave your dog in the car PSA
- July
  - Dog Days (event)
  - Church Street tie-in for pet friendly shopping areas (other shopping areas? SEABA, Farmer's Market, North Street?)
- August
- September
  - Wag the Waterfront 9/9/2023 - at Waterfront Dog Park
- October
  - Halloween parade?
- November
  - (a week after leaf pick up) PSA Even through winter need to scoop poop all year round
- December

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Appendix B - Additional areas of education for the community include:

- Education on preventing dog attacks & conflicts with other dogs & people
  - We will be reviewing responses to incident reports (and how education can be incorporated into these responses), and making recommendations on educational approaches.
- Resource for new arrivals (either new residents of Burlington who have dogs, or current residents who get a new dog)
- How to report incidents
- Guidelines for behavior of dogs in designated off-leash areas
- Education/information that can be distributed on the cards that accompany dog license tags
- Curriculum for community justice center, should a restorative justice approach be adopted for resolving violations of dog policies & ordinances.

## **Minutes**

### **Parks, Arts & Culture Committee Meeting**

Wednesday, August 23, 2023, 5:00pm

**MEETING CONDUCTED IN PERSON IN SHARON BUSHOR CONFERENCE ROOM, CITY HALL, 149  
CHURCH ST, AND VIA ZOOM**

#### **Attendance:**

Committee Members: Chair Joe Magee, Councilor Ali Dieng, Councilor Mark Barlow

City Staff: Kim Bleakley – BPRW Central Facilities Manager Cindi Wight – BPRW Director, Holli Bushnell – BPRW

Public Present – Maria Karunungan – Dog Task Force Chair

Meeting called to order at 5:04 pm by Chair Joe Magee

#### **Approval of Agenda**

Magee moved to approve the agenda with the following changes, move Total Solar Eclipse Update to the last item on the agenda as no BCA representative was present, Councilor Mark Barlow seconded, all were in favor.

#### **Approval of Draft Minutes from 7/26/2023**

Barlow moved to approve the minutes, Magee seconded, both were in favor

#### **Public Forum**

Public forum was opened at 5:05pm. As no one present wished to speak public forum was closed at 5:05pm.

#### **Dog Task Force Update – Maria Karunungan, Dog Task Force Chair**

Maria Karunungan, Dog Task Force Chair, gave a power point presentation for the Committee. Karunungan shared that 2 new members, Joanne Kalisz and Thomas Young, joined the task force for the last quarter as the new dog owner and BPD representatives. The full task force has been meeting monthly and group members have held several additional meetings for smaller sub-groups. The presentation showed the scope of the task force's work organized along the various parts of the City Council mandate that initiated the task force.

Karunungan reported that the task force has completed quite a bit of work since last update. They completed reviewing Chapter 5 of the City Code of Ordinances (Animals and Fowl section) and will be starting to review Section 7 of Appendix D which deals with off-leash dog policies in the city. These

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ordinances were “sun-setted” more than 20 years ago and the task force will be discussing updating them at their next meeting.

The task force has also completed an analysis of the off-leash dog survey results. Karunungan stated that she would show those results at the end of the presentation. She also shared that she contacted the Cemetery Commission and, at this time, the commission is not interested in allowing an off-leash or on-leash space in any of the 3 city cemeteries.

Another piece of the mandate that the task force has continued to work on is their public outreach campaign. So far they have put out campaigns for scoop poop, leashing dogs, controlling barking, and licensing dogs. The task force will be participating in an event at Waterfront Park in September where they will continue their public outreach.

The Dog Task Force will be recommending licensing at large cats but will not be recommending that outdoor/at large cats be altered (though they will be encouraging spay/neuter practices for all outdoor animals). The task force will also be recommending that city departments share information/data to help those out in field to know if animal has negative history or if they are licensed. The task force learned that BPD does not have access to licensing data from the clerk’s office, nor do officers ask for licenses when there is an incident with a dog. The task force is looking to encouraging cohesion between the departments.

At their next meeting the task force will be discussing enforcement. They hope to achieve a better understanding of reporting process as many residents currently don’t know if issue has been or how it will be resolved. The task force will be recommending adding a dedicated animal control officer and new positions on animal control committee. They are also recommending that the funds from license fees be split so that some funds will go to BPRW for dog programs and signage. The Dog Task Force has set a goal of completing their draft report by October and wrapping up their work by November.

In terms of the off-leash dog survey results, the balance of pro and con responses was fairly evenly divided, as is the case in real life. Some areas were a lot more popular than others – for example, an Oakledge fenced off-leash dog park area was highly popular. The most unpopular space for off-leash was Roosevelt Park. That said, most places were equally desirable and undesirable. The task force also found a way to quantify the qualitative comments – they went through all the provided comments and categorized them by theme. Many responders had no comments, however the majority that did comment appreciated that off-leash would be an option or they asked for off-leash options be provided in fenced areas only. Many of the comments were regarding non-BPRW spaces. The primary concerns from the comments were about enforcement, reporting, and what sort of follow-through will be provided if areas are opened up for off-leash dogs.

Cindi Wight added that the Planning Team supported the task force in qualitative data collection and analysis. The task force came up with themes in data, but there were some complications in “no

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comment” collection. Wight commented that Karunungan was a tremendous support with the excel side of the presentation.

Karunungan continued by sharing that, based on feedback, the task force has decided not to pilot off-leash areas at Leddy Park trails, Roosevelt Park, and Baird Park. They have developed a summary of other locations where potential pilots could take place. They determined that the concept of shared times for off-leash use is too complicated, so they’d simplify so dog users would only have off-leash access to spaces before 8am. They are considering the possibility of allowing off-leash beach use in the wintertime. Karunungan shared that while the Oakledge fenced dog park concept was very popular it would require funding to complete.

Barlow asked how the ordinances would affect at large cats. Karunungan stated that the revision in ordinances would apply the same rules to cats as it does to dogs. Barlow asked for the hard data/numbers from the survey results in addition to the provided percentages. Wight stated that almost all locations had results that were very close. Karunungan shared that Baird Park, for example had 353 respondents that were pro and 368 con respondents and that Baird was a good statistical sample example.

Barlow asked if Karunungan could elaborate on how the qualitative comment themes were determined and who decided on them those? Karunungan shared that shew as involved with the process along with other conservation board member Kyle Tansley, and Wight. All three read through all the comments, looked at overall themes, and assigned those themes to comments. Karunungan shared that the process for determining qualitative comments will be explained in greater detail in the final report.

Barlow shared that he by Leddy beach and that he has noticed that in the off season there are numerous geese and duck that reside there. He has been aware of a number of dog maulings of these migratory birds and asked if anyone reported similar issues. He also asked that migratory birds and dog interactions be considered as part of the off-leash discussion. Wight shared that those sorts of interactions were not reported, however as Tansley is on the conservation board he was able to provided a good perspective about dogs and wildlife interactions. That said, Wight would be happy to look into that specific issue.

Ali Dieng did not have any questions for Karunungan, but he thanked her for the quality of her work. He was pleased with the amount of work that went into the presentation, sharing that he appreciated the clarity of the report. He asked that the full council be provided with final report in a similar manner to this presentation. He felt it was important to share the information with both the council and community.

Magee added that, once report is completed, City Council President Paul will likely invite the task force back to report their recommendations.

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Wight asked if the task force should report to PACC first or if they should go straight to the full council, and Dieng reminded her that the resolution states that the task force reports to PACC, however the quality of the work is so high he would like to see it shared with the full council. Magee added that if draft report is completed by the October PACC meeting the committee could review it then and have the task force present the final report to the full council in November as long as the draft didn't require substantial changes.

Karunungan shared that the task force still needed to discuss enforcement. Wight reiterated that the draft report will go to PACC first to get feedback. If the draft is not ready by the October PACC meeting the final draft will go to council in December. Magee confirmed that PACC will plan for the draft report on the October agenda, but that it can be flexible if needed.

Dieng asked what happens after the task force presents their recommendations. Wight shared that each piece of the recommendations will likely need to be taken up by a different committee (off-leash discussion goes to Parks commission while recommended ordinance changes would go to ordinance committee and other items might need to go somewhere else). They will need to figure out which committee each recommendation should go to, but ultimately each piece will be separated out to different committees.

Magee asked for the date of the next dog task force meeting, and Holli Bushnell confirmed September 18<sup>th</sup>. Magee asked for confirmation on what the task force would be discussing and Karunungan shared that they would be talking about enforcement in general. There have been many complaints generated from incidents that took place on the street, in various neighborhoods, or in spaces other than parks. The task force will be looking closer at everything that happens and trying to get a better understanding of the issues surrounding rule/ordinance enforcement.

Magee asked if BPRW has looked at adding a fenced off-leash dog park to Oakledge. Wight confirmed that it is on the comprehensive plan for Oakledge, but there is currently no funding for its development.

#### **Central Facilities Net Zero Presentation – Kim Bleakley, BPRW Central Facilities Manager**

Kim Bleakley, Central Facilities Manager, shared a presentation on the work she and her department have done to move multiple municipal buildings closer to the net-zero energy goals set by the City and City Council. The city did a study on 12 municipal buildings (the City Hall/BCA complex, 645 Pine Street, Fletcher Free Library, Burlington Police Headquarters, Paquette Arena, Memorial Auditorium and the 5 municipal fire stations). Each space was analyzed in terms of their energy use and recommendations for improvement were provided following the analysis. Using the analysis as a starting point, central facilities began upgrading these spaces to improve their energy usage. Upgrades have included new roofs where needed, attic insulation, new windows and air sealing in selected buildings, smart controls

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for automated HVAC and lighting systems in selected building, high performance and efficient HVAC system upgrades when repairing and replacing, adding demand management systems, LED lighting, high efficiency appliances and WaterSense plumbing when upgrading and replacing, and the development of on-site energy production.

Unfortunately, much of the analysis work was completed in 2018 and estimates for work are now outdated. The city has approved the hiring of an outside Energy Performance Contractor to conduct an energy audit on this first batch of buildings with the hopes that we can continue to make small and large improvements as funding becomes available. This contractor, Energy Efficient Investments (EEI) will work to create individual projects as they are identified through their facility audits. Each project will be done in consultation with City staff, and construction budgets will be provided. The City team can then coordinate contracts and projects based on prioritization and funding availability.

Dieng asked if this presentation would have been more appropriate for the Transportation/Energy/Utilities Committee or the Public Works Commission. Wight stepped in to agree, but also noted that Central Facilities is part of BPRW and therefore falls under the PACC umbrella. Bleakley added that she was just hoping to start sharing the progress her department has been making but would be happy to share with any committee or commission that requests a presentation.

Dieng asked if the work at Redstone cottage was done with the city's net zero energy goals in mind, and Bleakley reported that it was not. Estimates for Redstone Cottage were done pre-Covid with the assistance of Public Works, and by the time work was ready to begin the rates for construction had risen astronomically. Instead the city has chosen to focus on upgrading larger spaces as they are the biggest energy users.

Barlow noted that Paquette Arena is clearly the largest energy user of the buildings surveyed and asked if the refrigeration requirement was the reason for the greater usage or if the building is inherently leaky. Bleakley shared that it was unclear if blower test was done on the arena but that lights had been upgraded, an electric Zamboni was now in use, and the arena added a dehumidification system that had the highest level of efficiency as of 8 years ago.

Barlow asked about how these important upgrades would be funded. Bleakley shared that she would be starting with the grant team and the team at EEI who will also help look for grants and additional funding sources. For example, at Fletcher Free Library they will be doing geothermal well testing soon and that work is being funded through EEIs sourcing.

Mark – exciting! Something we've been talking about in TEUC too. Needs electric controls for his home! (haha) 60% of our net zero reductions need to come from thermal sector, best way to get to these goals is with these efforts.

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Bleakley continued by sharing that the next goal for her department is to fully upgrade the Miller Center. She feels the work required there is “low hanging fruit,” and would be an achievable goal that would show people what we can do in terms of moving towards net zero energy. While the City Hall/BCA complex is certainly a higher profile space, the cost will likely be between \$8-9 million, so it makes sense to work on Miller first, show what can be done, and then move on to CH/BCA.

Magee thanked Bleakley for her presentation and asked if the data used for bubble chart was collected in 2018 or based off of older data? Bleakley confirmed that the data was provided by BED from 2018 and that Central Facilities did work with BED to gather further information in 2019. Magee asked about Memorial Auditorium’s inclusion on the surveyed buildings, and Bleakley confirmed that when the survey was done Memorial was a much more active project. It will not be part of continued net zero energy efforts for the foreseeable future.

Barlow shared that he would appreciate having this presentation made before TEUC, and Magee added that he would like to see a report before the full council once EEI has completed their analysis. Bleakley shared that, going forward, planning will be done per building and everything will be priced and worked out for each building before the plan goes before both BOF and CC with report for approval. Central Facilities will not be bringing all the buildings up in one big chunk.

**Total Solar Eclipse, April 8, 2024 UPDATE – Doreen Kraft, Zach Williamson, BCA**

Unfortunately, due to a miscommunication, BCA staff members were not present for the meeting. Magee will reach out to Doreen Kraft and Zach Williamson for a written update. BCA did not end up presenting to council in August but hopefully will be doing so in September.

**Adjournment**

Meeting was adjourned at 6:07pm. The next meeting will be held on September 27<sup>th</sup> 2023 at 5pm at 645 Pine St in the front conference room.