



**PARKS & RECREATION COMMISSION
Minutes
April 12, 2022
Parks and Recreation Commission**

Commission Present: Lantieri, Hurley, Farrell and Duke

Staff Present: Wight, Sauve and Putzier

The meeting was convened at 5:40 p.m. by Wight

Approval of Agenda

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

Nomination for Chair and Vice Chair of the Commission

Farrell nominated Duke as Chair, and Duke nominated Hurley as Vice Chair. All in favor of Duke as Chair and Hurley as Vice Chair, all were in favor, motion carried unanimously.

Approval of Consent Agenda

Duke asked if anyone would like to speak to the consent agenda and several individuals from the public that had items replied.

Wilda White of MadFreedom, Inc. said they would be at Battery Park and hoped the Commission would support the request and was willing to answer any questions.

Tim Harger said he was available to answer any questions regarding the VT Commons School, said they were having a Field Day event.

Melissa Cain spoke to the neighborhood block party and that it was also a non-profit.

Zack Williamson also stated present and available for questions regarding the City Hall Park, will have a host of events through summer.

Natania Carter from Hope Works, regarding sexual awareness month and was available for questions.

Duke thanked all for coming out and offering events in the parks.

Duke asked to waive the reading of the consent agenda and motions into the record for approval.

Approval of consent agenda by Farrell, second by Lantieri, motion carried.

Penny for Parks FY23 Projects

Wight updated that the Community requests had been approved but the whole slate for the year as well needed to be approved also. Have FY23 projects, based on comprehensive plan, 10 year plan from 2015, and other items that come up from year to year. Wight explained that the first column was funds going through PFP lines but not all PFP tax dollars, just run through that line.



Arms Forest Trails- FY21 started, most money spent about \$26,000 left, just because it says zero does not mean has no money but rather the funds were allocated in a previous year.

Battery Park/Cain Overlook – repair mortar, had no bids, looking into to change RFP

Battery Park/Chief Greylock – was a community request in FY21

Battery Park Comprehensive Plan - in City bond, separate budget

Calahan Park - based on plan, changes to courts, design work, storm water and playground, money is budgeted, selected company and working on final pieces

Champlain Park/Pocket Park - construction

Kieslich Park/Natural Trail - natural park pushed off until fall and aligned with, Stone house to award April 25th, relook at as project came in much higher than originally, ACT 250 permit came in.

Lakeside Park - FY23 shows zero dollars but put amount in to plan when have the money to spend and get community input ahead of time.

Leddy Bike Park/design - approved 2021 and was pulled into Leddy Park plan and can use those dollars to design when started, Leddy plan has additional bond money.

Calahan- out to bid soon

Perkins Pier - will not possibly do that playground depending on how it fits the comprehensive plan

Roosevelt Comprehensive Plan - started survey work this spring, with focus on circulation, resurfacing courts

Smalley Park Playground - natural playground and continue to use natural materials, working on

System wide projects:

Bike racks, some replacements, but making sure all parks have first

Lighting improvements

Comprehensive salaries

Community requests

Pomeroy Park Tot Lot FY23

Comprehensive Planner

Playground equipment and wood fiber

Signage and wayfinding

Standard equipment replacement

Walkway improvements

Lantieri asked if the numbers include full project or certain items, Wight said labor if contracting but if standard equipment replacement it is just the equipment, currently not billing services within department but will be doing in the future.

Wight also said budgeted based on the full Penny for Parks, getting back to the full penny, not big change from what was planned originally.

Lantieri asked how much, was told \$381,000 and after last year Mayor was not ready to assess, was still not at full penny and now based on Commission work promoting, based on understanding could.

Duke asked how far out budgeting PFP and was told about 5 years, about one year off currently.

Lantieri asked how compares to other years and Wight said the funds had been building up and good for a few years but Kieslich Park was a big project, FY23 taking some of monies toward next year saving for FY24 as needed to continue for project ending of others.



Motion to approve the PFP expenditures Hurley, second by Farrell, motion carried.

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:02pm

Rick Sharp, owner of Burlington Bike and Segway, stated that after lobbying he started with 4 ebikes, added 4 more in 2018 and 6 more in 2021, many downtown places rent ebikes. Bikeshare came to Burlington and competed with bike shops, only peddle bikes originally then BOLT took over with ebikes, ¾ of BOLT revenue was received by the Waterfront location. Sharp said one hub on waterfront provides the most income and most use. Half of all ebikes come from Penny Lane hub, in 2021. Sharp said the City is aware that point to point hub and DPW admits but feels more important to have bikeshare that it's willing to support and Sharp feels he has \$20,000 in lost revenues to them. Feels unfair competition and loss of income, will not buy more ebikes this year due to uncertainty. Would like Bolt hub removed from Penny Lane and put at Battery Park in a true neighborhood. Feels the City should direct users to local bike shops. Complimented Wight for getting together with bike shops and putting a sign together to help local businesses and also to have less racks/bikes placed on Penny Lane, feels more work to be done.

Seeing nobody further from the public, Public Forum was closed at 6:11 pm

Bike Share, Lease Space at Waterfront Hub

Wight explained that she gave a memo from DPW and herself and why looking at lease, in 2019 approved rack and used encumbrance but is actually a lease, similar to that of Maven and would do a lease per the City that was passed by City Council, get 5% gross sales for any bike that starts from that rack and go to UVM. City would receive 5% of what that trip costs. Bolt said checked with technical team and can track that information. Still proposing to keep rack at that location, is clear, strong tourist attraction, does have Amtrak and lots of UVM students that go to the park and they would need a place to put there bike, otherwise penalized for having bike outside of the system. Trying to work hard with shops to help, working on signage, some popup areas and the like. Would have to be put out publicly as an RFP. If permanent would have to be RFP.

Duke asked if concerns about competition and Wight said yes some, if someone came to town they will plan ahead, but if in town and go past the rack, hard to know if there would be people that would say I want to rent a bike and then say they are physically there, they might not call and would just go to the location. Local Motion used to have bikes outside and then moved to an on-line system and have gotten stronger and stronger by online rather than outside on the path.

Sharp said when this was proposed years ago, it was stated it would not take money out of the tourist part of the economy and now City is taking 5% of the cut and admitting the reason to have the rack in place is to promote income, otherwise it would not work without that rack there. Feels in direct competition with him as it is ebikes and not regular bikes. Feels not fair as it is on the bike path and feels people can use smartphone. Otherwise feels customers can use smartphone and find a bike rental. Urged the City to stay local.

Lantieri said feels staying in tact with local shops and contingent upon and for bikeshare to stay is contingent on being in that spot. Asked what the actual action is and was told to approve lease for bike rack on Penny Lane, Lease of space.



City Council approved 2 year lease extension and City Council is aware of there being a Waterfront bike rack, no concern to move or that they did not want a rack at the waterfront, but did work toward improving.

Farrell said feels two different markets, different than the person that happens upon one, great location to have the rack and is in favor. Duke agreed, feels room for a lot of business and a big market.

Lantieri asked if they had authority to open another space for another vendor and Wight said interesting and if a vendor decides it would like to have a spot leased, if the commission was interested and approved now, would not have to come back at a later time. Could approve one for bike share rack and the other location as determined by department as temporary bike lease Rental shop to be managed by local shop.

Lantieri would like to give approval to work on another space moving forward and all agreed with that.

Motion to approve bike share lease by, Lantieri, second by Farrell, motion carried.

Motion to approve a lease of a space to be determined for a non-permanent bike rental at a location to be determined, by Lantieri, second by Hurley, motion carried

Final Report on Calahan Park and Perkins Pier

Sauve stated she would share the final report for both Perkins Pier and Calahan Park but would go through the big pieces first.

Started with Calahan Park and updated on project; received final report from consultant, everything in the report was already conveyed but outline the full process as the public process, message is clearly communicated, heard from public that it is a great park but why doing anything. Sauve stated not looking to blank slate, just looking at what is working what is not and who are we missing in the park and moving forward as doing playground, are we putting in the right place? Want to make sure beneficial and lasting to community. West to East things familiar, ballfields are in the same place, the community says not regulation size but not a quick fix to make large but rather what the need is, and currently they can't have tournaments. Connections to Pine Street more gradual path into the ballfield and around the ballfield, also ravine near bagel shop a boardwalk potentially going in for educational area, informal now but could be much improved. Pine and Locust formal connection and proposed new location of building, move to more beneficial location but still central to other activities and visibility. West of building will be the playground area, taking out some of the space, future phase. More paths around soccer fields, better surface, more seating also and benches in parks. Upper terrace area, basketball more to the east and new pavilion to the west, multi-use ice rink and shelter in the summer similar to North Beach. Rain garden and storm water feature to alleviate water issues.

Perkins Pier, robust public process, popup in park in December and what priorities are, north is up, currently come and eliminate asphalt and see tree line promenade, vehicular traffic comes around and through greenway pulling into site but can still be by the lake and not have biker riding in front of them. Concern with temporary detour has a lot of crossing of traffic and would reduce dramatically, would have floating dock. Promenade leads down to play area and have fun pieces could be nautical or water oriented, plaza to watch fireworks and sunset lawn, extension for public to walk on boardwalk for all, shade structures and seating, could use non-motorized. Ramps go into the water if carrying



paddleboards and helps to protect from being tossed around helps to extenuate from waves. Concerns with climate change thinking of splash pad or something without getting into the lake. Parking lot to water area have storm water infiltration and Water department could expand and any investment would need to be north of that area. Adding slips and removing boat access, acknowledging another options for launching, this space more for boating and docking not launching.

Farrell asked how to get to work yard and Sauve said connection not meant to be obvious as not meant for everyone.

Hurley asked about Pine Street access to Calahan and the gradual slope and asked about the unofficial one if it would stay and if better signage and was told yes it would be improved and better signage and more than one sign.

\$12-\$124 million, the not appealing things are the things needed most.

Lantieri asked the proposed fee for material for promenade and also the Pine Street corner of Calahan would be. Sauve said more about conceptual and boardwalk plan for Calahan and would let out onto Pine Street.

Duke said she felt the design was beautiful and Hurley asked what the commission could do to help elevate and excite people about the projects and Sauve said to just get people aware of and the more they can promote the process and include as well as ask people to be a part of and embrace.

Leddy Park Comprehensive Study

Sauve explained the plan kicked off internally last month and kicked off with consulting team 3 years ago, understand projects coming up and came from different place and different priorities coming up. Led by SE Group and others to just walk the site with BPRW larger team of what works and what doesn't, in two weeks identified specific stake holders to understand needs as users to engage from the start. In May have public meeting and look at options for planning and going forward and have open house then hit summer and have tabling and more interaction personally. Intercept surveys during summer and then in fall final public meeting with final plan, doing outreach and every voice is important. Heard a desire from the public for a public pavilion and playground.

Hurley asked if there was an initial date for public forum and was told only end of May but not definite and would let know and send. On April 28 stakeholders meeting, could come at 4:30 or 5:30 to hear specific groups, this would be for commission to attend not the public as it is specifically for stakeholders.

Standing Item:

Report from Commission on Volunteer Hours

Lantieri had an additional hour, Farrell had an additional hour, Hurley had an additional hour and Duke had an additional 3 hours.

Report on PACC Dog Force

Duke said moving along got several sub committees formed, off leash, ordinance, had a public service announcement on April 1st PSA April Stools Day, still information gathering.



Report on Parks Foundation

Wight said looking for Friends of Frame came to talk to foundation around ideas and had communication and Mayor is getting feelers to see if behind, fundraising not committed as of yet.

Director's Items

Wight said rec team down 3 full time positions, filled 2, Kirsten Santor, Recreation Manager and KJ Doyle accepted Event Manager and need to fill one more. Kids Weekend, May, ONE Center event space open, campground \$290,000 on first day, open two months later than usual for opening day. Received couple grants VHCB and another for Red Stone Cottage. Tough budget year, had to show two rounds of cuts. Unions are currently negotiating and will depend on COLA decision.

Commissioner's Items

Lantieri reminded all about FPF to post as much as can or want it is free if using government profile. Also asked about student representative and Wight said sent to Rice and BHS and has not heard anything yet. Maybe rely on social media and the extra boost as commissioners might be more helpful. Hurley also suggested promoting through Ward NPA's.

Lantieri trying to find ways to do community engagement and get gardens going again. Would like to have the green area reinvigorating.

Wight said did outreach before COVID and after and need to get done and keep opening again and will get a lot of same people showing up and was not a lot of draw to that space and could check in with Max to see what the latest drawings are for that area. Wight said Meghan O'Daniel is the person to reach out to for permits for doing something in the park for gathering and also talk to Max to share designs with all. Asked if reported and as a neighbor of the area to use the plots and Wight said if using would need to know they would go be temporary and go away.

Duke said two open commission positions and need to recruit, particularly from different demographics and areas, do outreach and get diverse group to apply.

Wright Avenue Stairs EXPECTED EXECUTIVE SESSION

Hurley made a motion to go into executive session where pre-mature disclosure would put the city at a significant disadvantage, second by Farrell, motion carried.

Motion to go out of executive session by Farrell, second by Lantieri, motion carried.

Adjournment

Motion to adjourn at 7:49pm

Joanne Putzier

From: Steve Levy <stevelev53@gmail.com>
Sent: Tuesday, May 3, 2022 11:49 AM
To: Joanne Putzier
Subject: May Parks and Rec meeting

[WARNING]: This email was sent from someone outside of the City of Burlington.

Although I will be unable to attend this meeting (out of town), I'd like the board members to consider installing signage at Callahan park which makes it clear that amplified music is prohibited without express approval of the board.

There are various soccer and basketball games in the park that include music played at disturbingly loud volumes. Perhaps appropriate signage would reduce these incidents.

Thank you for your attention to this matter.

Steve Levy
106 Locust Street



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: The Redeemed Christian Church Special Use Permit for June 5th, 2022

Request for a Special Use Permit at Battery Park to hold a church service and for a waiver to allow amplified sound.

The Redeemed Christian Church is looking to hold their Sunday church service at Battery Park on Sunday, June 5th following their outdoor evangelism music event on Saturday, June 4th, which has already been approved.

This event is expected to have around 50 participants and 10 volunteers. Volunteers will be responsible for site clean-up.

The amplified sound will take place between 9am and 12pm. They have already booked Battery Park.

Contact for the event is Victor Boardman.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: BPD Special Use Permit for June 25th, 2022

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

The Burlington Police Department is requesting to hold a memorial service for retired officer Bonnie Beck with amplified sound at Battery Park on Saturday, June 25th. This event is expected to have around 100 attendees. Volunteers will be responsible for site clean-up.

The amplified sound will take place between 1:30pm and 3pm and will consist of speaking only. They have already booked Battery Park.

Staff contact for the event is Shannon Trammell.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Brain Freezer 5K Special Use Permit for September 17th, 2022

Request for a Special Use Permit at Battery Park to hold a fundraising event and for a waiver to allow amplified sound.

People Helping People Global (PHPG) will be hosting their annual Brain Freezer 5K race at Battery Park. Fundraising efforts for this event help support their mission to provide interest-free micro-loans to individuals who want to start or expand small businesses as well as provide artisans with fair wages and access to more viable international markets to people in the developing world.

This event will have around 250 participants and they are requesting use of the bike path with a turnaround point near North Beach that will be where people stop to eat ice cream part way through the race. They will arrange for extra portalets and their staff will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The amplified sound will take place between 10am–1pm, including music from a playlist and announcements. They have already booked Battery Park.

Staff contacts for the event is Michelle Piche.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: The Apollos Special Use Permit for June 24th, 2022

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

Local band The Apollos is requesting to hold a concert with amplified sound at Battery Park on Friday, June 24th. This event is expected to have around 75 attendees. Volunteers will be responsible for site clean-up.

The amplified sound will take place between 5pm and 8pm. They have already booked Battery Park.

Staff contact for the event is Evan Warner.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2021
To: BPRW Commission
From: Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate
RE: Church at the Well Event Sound Waiver for July 10th – August 7th, 2022

Request for waiver at Leddy Park to allow amplified sound for a weekly church service.

The Church at the Well will be holding their services at the Leddy Tent in July and August because their members enjoyed using the space so much last summer. They are requesting to have amplified sound during their services and have already booked the Leddy Tent from 9am – 2pm.

The amplified sound will take place from 10am to 11:30am. Their music will not be amplified, just the speaking portions of the service so that the attendees can hear. They are expecting about 100 people to attend each week.

Staff contacts for the events are Tasha Lehman and Adam Avery.

The requests are on days with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: People's Pride Special Use Permit for June 25th, 2022

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

People's Pride is an event organized by and for LGBT Vermonters. These words are from Tegan Cook, one of the organizers of the event: "After a year of legal attacks against transgender people across the country, the local murder of a much-beloved trans woman and the recent vandalizing of the Vermont Pride Center, it is more important than it ever has been for our community to come together. We are resilient, and we are surviving in the face of odds that often feel insurmountable, and that is something to celebrate." They have rented out the Upper Shelter at Oakledge on Saturday, June 25th for an afternoon of art, music, poetry and performance to celebrate their lives and experiences, and allow them to revel in the community they have created.

They are requesting to have amplified sound from 4pm–7:30pm with a break from 6pm–6:30pm, including music, spoken word performances and dance performances, alternating between the three. They have already booked the Upper Shelter.

The point of contact for the event is Teagan Cook.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: VARF Special Use Permit for June 5th, 2022

Request for a Special Use Permit at Roosevelt Park to hold a fundraising kickball game with amplified sound.

Vermont Access for Reproductive Freedom (VARF) will be hosting a kickball game with a raffle and music on Sunday, June 5th from 3pm to 5pm at Roosevelt Park. The amplified sound will be from a single PA speaker and be playing music from a playlist. The funds raised will go towards supporting VARF's mission of working to ensure Vermonters have the right to control what happens to their health and bodies by providing financial assistance to help Vermonters pay for abortion through grassroots fundraising, working to equalize access and promote economic justice. They're expecting around 30-40 people to attend.

Contact for the permit is Amy Cronin.

This is at a time with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: The Flynn Special Use Permit for June 4th and 5th, 2022

Request for a Special Use Permit at Leddy, Starr Farm and Schmanska Parks and for a waiver to allow amplified sound at all three locations.

The Flynn is requesting to hold Discovery Jazz events at Starr Farm Park and Schmanska Park on Saturday, June 4th and Leddy Park on Sunday, June 5th. These will all be free events for the public to attend.

The Starr Farm Park event will take place on Saturday, June 4th between 3pm – 7pm and consist of amplified sound for multiple performers, food trucks selling food and alcohol being sold. They will be setting up a stage, bringing in portalets, providing a dumpster and setting up the required fencing and security checks for alcohol. They are expecting up to 600 people to attend. They are encouraging attendees to bike, walk and carpool and have confirmed that Flynn Elementary will allow people to park there and have reached out to Elderwood as well. They will have volunteers stationed along Starr Farm road in an effort to direct people to the appropriate parking locations.

The Schmanska Park event will take place on Saturday, June 4th from 12pm – 2pm and be set-up like their Hurlly Burly events, with one performer performing on a 26' flatbed truck with a PA system. They are hoping to have one food truck there selling food and are requesting use of the bathrooms in the Barn. They are estimating that up to 200 people may attend and will encourage community member to walk, bike and carpool.

The Leddy Park event will take place on Sunday, June 5th from 3pm – 5pm with amplified sound. They will be setting up a small stage under the existing tent and a PA system. There will potentially be one food truck on site for the event. They are expecting about 150 people to attend.

Staff contacts for the events are Amy Harting and Jay Wahl.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Sangha Studio Special Use Permit for Tuesdays starting on June 14th

Request for a Special Use Permit and an amplified sound waiver at Waterworks Park to hold a weekly yoga class on Tuesdays from 6pm–7pm from June 14th to late September/early October.

Sangha Studio is a local yoga studio that is requesting to hold a weekly 1 hour outdoor class at Waterworks Park with live, local guitarist Tom Pearo, who creates “ambient and meditative music for relaxation, yoga, work or just contemplating deep mysteries of the universe”. They are also requesting the use of a battery operated speaker and microphone for the instructor to use. Both parts will be kept to reasonable sound levels.

Sangha Studio is participating in the new BPRW Programs in the Parks initiative and will work with the Department to acquire the necessary permits based on amplification and class size. They have the necessary Certificate of Insurance.

Staff contact for the event is Caitlin Pascucci.

These are on days with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit.

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – May 2022

Stories

Department accomplishments and notable staffing developments since the last report?

- May Work Anniversaries – Bruce Campbell (5), Diana Wood (7) Deryk Roach (11), Chris Beaudry (34), and Ritchie Snow (37) – Over 90 years of experience in that month!
- Paul Morris rejoins BPRW as a Facility Maintenance Specialist – great to have you back, Paul!
- KJ Doyle joins our team as our Event Planner – welcome KJ!
- Dan Cahill received this year's Roots of Prevention Youth and Family Award, and is recognized on May 4, 2022, for "change-making community members!" Thank you and congratulations to Dan!

COVID-19

- Masks optional in all programs and facilities

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

- Kid's Weekend – May 13-15 <https://www.btvkidsday.com/>

Recreation Facilities Division Update

Leddy Arena

- May 2 begins our annual shutdown at Leddy Arena where we reopen for the season on June 20. Shutdown projects include painting all of the public rink areas, cleaning and repairing dashboards, power scrubbing locker rooms, bleachers and other public spaces, completing preventative maintenance on the refrigeration system and Zamboni and hopefully giving our maintenance staff some well-deserved time off!
- During shutdown Scott Hannigan, our Leddy Customer Service Associate, will provide support two days a week on site at North Beach Campground. Due to hiring challenges this spring, the Campground is shorthanded until high school and college students finish their spring semester. We are pleased to be able to provide this assistance during a period where Scott can complete his Arena work remotely.
- Current projects at Leddy include repairs to programmable doors, improving Wi-Fi signal for programmable lights, installing charging station for new electric Zamboni, which we anticipate to take

delivery of in June, replacing tables and chairs in the lounge and reviewing maintenance specialist job description.

Miller Center

- May will see the end of our Covid vaccine clinics at the Miller Center, as well as many of the winter/spring indoor sports activities which will transition outside as the weather improves. This will give staff some time to work on projects including cleaning out and organizing the electrical and art room closets, painting community room and other public spaces, updating the Frog & Toad lease and reviewing the Customer Service Associate job description.
- With the addition of a new disc golf course in adjacent Schifilliti Park, the Miller Center will start to loan out discs for visiting players. Staff are working on a system for lending and tracking discs as the use of the course continue to grow.
- May programs at Miller include Line Dancing, American Sign Language, Yoga, a new Groove class, and our pickleball, walking and table tennis drop in programs. Other facility users this month include Run Vermont, Blueprint Basketball, the North Avenue Co-op's annual meeting, dodgeball, weekly church services and bible study with Champlain Valley Baptist Church and VT Recreation & Park Association's annual meeting.

CORE

- CORE and CHT staff continue to work to outfit the ONE Event Hall which BPRW now manages on behalf of CHT. Work includes installation of a new audio-visual system as well as necessary amenities for events such as garbage receptacles, sound deadening baffle covers, coat racks, and furnishings. CORE staff Migmar Tsering and Mulu Tewelde also worked to develop a much-needed punch list for event space visitors.
- Throughout the school year BPRW partners with AALV to provide gym space for their evening teen program three nights a week. This free program which offers basketball, soccer and volleyball serves approximately 30-40 teens each night, most of whom are members of the New American community.
- Melissa Cate is serving on the NRPA Awards/Fellowships/Scholarships Committee and will wrap up reviewing and scoring 84 applications in six different categories in early May, with final selections later in the month and an awards ceremony at the NRPA Conference in September.

Park Division Update

Park Administration

- The VUEWorks Mobile App is working for 95% of staff – work orders and requests are in high gear.
- A Central Facilities Maintenance Specialist was hired, Paul Morris, welcome to Paul!
- Continued safety and diversity training as required.
- Skatepark work expected to begin May/June.
- Skatepark mural touch-up and expansion start in early May.
- Seasonal hiring is ramping up, Cemetery and Grounds Manager position was posted.

Conservation Program

Check out what the Conservation Program is doing by clicking on this link: <https://conta.cc/3jSshb7>

Central Facilities Program

- As soon as the warm weather started, our team began assisting with in-depth parking lot clean-up and graffiti removal.

- Custodial team was extra flexible and pitched in to help out while short-staffed in several areas.
- Boilers at Memorial Auditorium have been shut down for the warm months ahead.
- Cooling tower at Fletcher Free Library has been serviced and started up.
- Cooling tower and chiller have been serviced and started up in City Hall and the BCA.
- Scope of Work written and bids received for heat pump system in Water Resource area of 645 Pine.
- Filters in HVAC systems have been replaced City wide.
- Exterior HVAC covers fabricated and installed in City Hall alley.
- Exterior windows installed at 200 Church Street.
- Planning for future EV chargers at BPD.
- Initial testing and scoping completed in City Hall Fountain.
- Exterior plumbing repaired at 645 Pine Streets bay.
- Working with CT team to plan for additional election storage.
- Held poll to name new employee meeting room in City Hall, created during recent renovation. Winning name was the Green Mountain Meeting Room.
- Started several team members on City Kronos time card system.
- Hired new Central Facilities Specialist, Paul Morris, starting May 2nd.



Trees and Greenways Program

- Completed spring planting of 211 trees throughout the City with a focus on Wards 5 and 6.
- Responded to more than 75 calls for tree damage throughout the City resulting from the heavy wet storm of April 19th.
- Began spring cleanup and mulching of park spaces completing City Hall Park, Waterfront Park, Dewey Park, Roosevelt Park, Water Works Park, and Lakeview Cemetery
- Assisted in the delivery of compost to all Community Garden Sites.
- Assisted Branch out Burlington with the unloading and processing of trees delivered for their annual tree sale and for planting in the City tree nursery.

Park Facilities Program

- B, C, and D Dock systems have been installed they all still need finishing touches before opening, the picture shows us installing the D dock ramp after the snowstorm and one of the nice days to work on the water.
- Water system activations include buildings on all field sites, North Beach Campground, and Battery Bandshell for the May 1st opening.
- Irrigation systems at City Hall Park, Roosevelt, Leddy Park, and Calahan Park are on.
- Starr Farm dog park water spigot is on.



- 1 week of solid graffiti remediation has been scheduled in various parks from pressure washing to repainting.
- City Hall Fountain all heads have been put together reservoir is filled next week we will do some test runs.
- We helped Zach from City Arts remove their sculptures from City Hall park as they get ready for the summer season.
- We are still helping Central Facilities with day-to-day work orders.

Cemetery Program

- Providing burial service Monday – Friday. In the month of April, we performed 7 burials (4 cremations, 3 fulls).
- 4 additional caskets were added to our vault storage for the winter, bringing the total number of caskets in the vault to 19. 2 caskets were removed for burial at Lakeview and Holy Family Cemetery in Essex in the month of April as well.
- Lakeview will be reopening for Saturday burials on 5/7/2022. We have been closed to Saturday burials since 12/1/2021.
- 1,500 American flags have been ordered and picked up for the veteran grave flagging project, and volunteers have been contacted. Flagging will begin in May.
- There were 9 lot sales for lots of various sizes over the course of the last month, resulting in over \$18,000 in sales.
- Maintenance staff has been servicing machinery to prep for the busy upcoming summer season
- Winter clean-up is underway in all three cemeteries, and brush removal has also begun. We have hired one seasonal employee and are looking to hire 2 additional seasonal workers to assist with day-to-day maintenance.
- The interment of the remains of approximately 30 War of 1812 soldiers will take place at the main entrance to Lakeview Cemetery on 6/4/2022. Military honors will take place and members of City and State governments will be present for the ceremony.

Grounds Maintenance Program

- Only 400 work hours in April due to work-related injury and sick time.
- MOUs completed with Little Leagues for 2022. Plugging away at punch lists for Little Leagues.
- Focus has been on trash removal, and field preparation for spring sports programs.
- Repairing and maintaining small equipment for the mowing crew.
- Cleaned up and put into storage all outdoor rinks.
- Taking inventory of landscape materials needed for Athletic fields. Creating special orders for field products.
- Placed seasonal trash receptacles

Planning Division Update

- Projects Progressing:
 - **Bike Path Projects:**
 - Realignment projects wrapping up in May-
- Upcoming Greenway Closures:
Maple to King will be closed until mid-May; detour to be removed along Battery Street once work is completed

College to King will be closed mid-April until June; detour along Battery Street until the work is completed.

- Final punchlist being completed at Oakledge as part of the Greenway's revitalization through the park.
- **Calahan Park Playground:** Working with vendor on final layout.
- **Champlain Street Park Redesign:** Virtual public meeting evening of May 2nd, NPA tour planned shortly after to provide updates and vet final design concepts.
- **Kieslich Park:** Working with consultant team at Cambrian rise on finalizing documentation needed to bid out the construction of the connection to the Greenway in 2022.
- **Leddy Park Comprehensive Plan:** Stakeholder Summit held in late April and public outreach scheduled for June 2nd. All are invited! We could use help getting the word out and potentially tabling at Leddy this spring/summer!
- **Leddy Pause Place and UVM Fitness Equipment Pad:** Working with consultants on updating drawings to bid out these remaining parts of the Greenway rehabilitation and to build the second bioretention area at Leddy as part of our Greenway Phase 3 stormwater permitting with the state.
- **Oakledge for All Universal Access:** Anticipating grant agreement in-hand soon for spring bidding. Bid documents for the playground wrapped up. Contract awarded for restroom renovations. Fitness equipment vendor selected. Resident Engineer services for the playground construction have been retained and contracted.
- **Roosevelt Park Comprehensive Plan:** Will be requesting proposals soon for a comprehensive planning process for Roosevelt Park.
- **Schifilliti Path:** Drone survey of the project area completed. Base plans generated and design work starting soon.
- **Wayfinding:** New signs coming soon to six parks!
- Projects supporting other divisions/ departments: (abbreviated)
 - Playground Equipment and Compliance
 - Survivors of St. Joseph Orphanage Project
 - Great Streets/Main Streets

Waterfront Division Update

Marinas, Harbor & Parking

- Plans are underway to have a parking kiosk installed at Perkins Pier in May.
- DPW has 2 parking kiosks that are in current use but scheduled for removal in the next few months to be relocated to Leddy Park for the rollout of parking fees at Leddy Park. They will both be located in the large surface lot by the Arena. The current plan is to have them installed by July 1, 2022.
- Seasonal billing is currently underway for seasonal boaters. Transient reservations open on May 15th, and we look forward to welcoming back our Canadian boaters. This will be the first year we can do online reservations with the new software.
- The marina expects to install dock gate entrances to all our marina docks, in an effort to prevent break-ins and vandalism that has been occurring at higher rates.



- The Marina is adding enhanced WiFi at the Boathouse, both for seasonal boaters to use, and as a paid service for transient boaters.
- The Marina opens on May 15th, along with Perkins Pier and Waterfront Park public restrooms.

Campground & Beaches

- Campground reservations opened April 1st. We are looking forward to welcoming our neighbors to the north after two years of the border closed.
- North Beach will have the same food concessionaire as previous seasons. Discussions are underway for site improvements for the 2022 season.
- Seasonal hiring has started for campground and beach positions.
 - Hiring has been hard this year. We have very few staff for the month of May. It seems the June 1st housing turnover date is holding back most College applicants.
- The new Software Astra is up and running.
- Campground is ready to open May 1.
- We have a Department-wide beach cleanup on May 3 – the lake level is high this year, resulting in more driftwood than previous years. All of our beaches are currently inundated with driftwood.



Events

- Below is a draft schedule of Waterfront Park Events. There are many returning events, as well as some new events for 2022.

Date 2022	Waterfront Park Event
December 31 (2021)	Highlight New Year's Eve
March 12	Special Olympics VT Penguin Plunge
April 9	Half Unplugged Marathon
May 11	VIP
May 14	Kids Day
May 28,29	Vermont City Marathon
June 10, 11	Discover Jazz
June 18, 19	Juneteenth
July 3	Burlington Independence Day Celeb
July 22,23	Vermont's Brewer's Fest
July 29-30	Dealer.com Party. 2 nd day TBD
August 6,7	Dragonboat Festival
September 9-10	National Antique Boat Show
September 18	Pride Fest
September 24,25	Grace Potter
10/22 or 10/29	Run VT Event

Urban Park Rangers

- Both the Lead Urban Ranger position and the Urban Ranger position have closed to applicants and interviews have been completed. We had fantastic candidates and we look forward to announcing the new hires soon.
- There is a new shed at Leddy housing our new e-bikes for the Park Ranger program.



Recreation Division Update:

Recreation Division Update:

The Recreation Division is happy to welcome KJ Doyle as our new Events Planner. KJ previously worked for the Alzheimer's Association, where she headed up fundraising and events. KJ has also created and ran a local non-profit, *Rock for a Remedy*, that promotes local musicians. We are glad to have her on our team.

The Recreation Division in partnership with Fletcher Free Library was recently awarded the Summer Expanding Access grant from Vermont Afterschool for \$91,000. This was a highly competitive process with 144 proposals and 39 recipients chosen. Funding will be used to support the Recreation and Nutrition program in expanding programming and access.

Leddy Park Arena held their annual Spring Skating Show this year titled "Spring into Motion" on Saturday, April 30th at 1:00pm. Skaters from across Vermont and local rinks/clubs in the area chose a song that fit the theme and performed their routine on ice. The show comprises solo routines, duets and group numbers. This year, we were able to have an exhibition routine done by Ting Cui, an accomplished junior skater at Middlebury College. The event was a perfect way to end the season and the skater/parents really enjoyed themselves. The Spring Show would not be able to happen without the help of volunteers, parents and additional BPRW staff members.

Miller/CORE Programs

- Spring Programs taking place at the Miller Community & Recreation Center or the ONE Community Center include:
 - American Sign Language
 - Ethiopian Cooking with Mulu Tewelde
 - Senior Adult Tax Assistance
 - North End Yoga

- Yoga for Adults
- Very Merry Theatre for Youth & Adults
- Fit Lot Exercise classes
- Women's Self Defense
- Out & About Trips

CORE Adult Center

- A mini grant from Age Well for \$2000 was awarded to support an Outdoor Raised Gardens project for older adults. This was a competitive process, and will provide an opportunity to focus on health/wellness and fun, while allowing many older adults the chance to engage and interact.
- The CORE Adult Centers Senior Moments performance was a huge success on Thursday, April 14th. The group performed 4 short skits which also included staff members-Susan Carter/ Sarah Carter/Migmar Tsering and Intern Rebecca Perotsky. The Senior Moments group will meet again in the fall of 2022 for a December performance. The Senior Moments Group is a collaboration with the Very Merry Theatre Performing Company. Many thanks to Don Wright who is the CEO of Very Merry Theatre
- CORE Adult Center staff continue to offer a daily lunch program for Burlington seniors. Transportation to our Congregate Meal site is provided by SSTA through a statewide grant administered by Green Mountain Transit and United Way of Northwestern VT. ***Additionally, staff are working with Age Well VT and Champlain Housing Trust to restart our weekly Bhutanese Community Meal at the CORE Adult Center. We anticipate 20 to 30 Bhutanese Senior Adults to begin attending this weekly event later this month.***
- Trips to the Robert Frost Trail and Vermont Institute of Natural Science are planned for May, along with programming in Chair Yoga, Bone Builders, International Cooking and Cooking with Mulu, Acrylics, Reminiscing, Book Club, Bingo, Theatre Class, Nature Crafts, Seed Saving, and a daily social hour.



Department Events

- **Kids Weekend Events are set for Mid-May**
 - **Friday, May 13 4:00-7:00PM**
Roosevelt Park Pizza Party and Ben & Jerry's Ice Cream Social (Sports, Games, Mountain Bike Park, DJ)
 - **Saturday, May 14 11:00AM-2:00PM**
City Hall Park Celebration and Ben & Jerry's Ice Cream Social (Live Entertainment, Splash Pad Opening, Games and Crafts)
 - **Sunday, May 15 11:00AM-2:00PM**
Schmanska Park Celebration & Palmers Maple Creamies (Live Entertainment, Story Walk, Games, Outdoor Fun)
- **July 3rd Fireworks** planning has begun and we expect a very large turnout for Burlington's biggest event. We are happy to announce that our slew of City Departments will once again be supported by UVM Police, UVM Parking Services, Green Mt Transit & Green Mt Concert Services

Athletics

- We are offering several athletic clinics and programs this spring:
 - Burlington Youth Lacrosse season is underway and hosted their first games the weekend of April 30-May 1 at Leddy Park
 - Itty Bitty Soccer starts on May 3 at Calahan Park
 - Maven After School Skate Clinic starts on May 9 at the Andy A_Dog Williams Skatepark
 - NFL Flag Football Clinic started on April 30 at CP Smith Fields
 - Our first disc golf league at Schifilliti Disc Golf Course will begin on May 12 and will be every Thursday through August 25. Flex start allows people to play anytime during the day.



Admin Division Update

- Red Stone Cottage restoration contract awarded to Farrington Construction at 4/25/22 Board of Finance and City Council meeting
- Substantial time dedicated to FY23 budgets – both General Fund and Special Funds
- Off-leash subcommittee work continues with PACC Dog Task Force
- Continue to work on creative ways to get the word out about our job opportunities. Our team tabled at UVM and Champlain College, went on the air with Kurt Wright, and have upcoming tabling at BHS and St. Michael's College. Diana is creating a flyer with QR code we can have at events to ensure no one misses that we are hiring seasonal employees for the summer.
- Staff continued to work on our cell phones and landline phones. We have saved over \$9,000 per year through landline attrition but our cell communication expenses continue to rise with the use of tablets with data and cell phones.
- Enjoyed a lunch with Bill Keogh who was the Director in the 1960s. I had seen Bill's name multiple times when I went through the old park boxes this past winter and wanted to spend time with him chatting about Burlington parks.
- All staff disc golf event on Thursday April 21
- Connected with Come Alive Outside Executive Director to learn more about the program and potentially bring it to Burlington. <https://comealiveoutside.com/>
- Enjoyed a vacation mountain biking through NC, TN and PA



Commission notes

- No additional notes this month



MEMO

Date: May 10th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Pathways Open House Special Use Permit for June 16th, 2022

Request for a Special Use Permit at Little Park to hold a community center open house.

Pathways Vermont is an organization whose mission is to end homelessness in Vermont and provide innovative mental health alternatives. Their Community Center is located right next store to Little Park and they are planning an Open House on Friday, June 16th from 4pm – 7pm. The goal of this event is to bring folks together around the Community Center and better familiarize folks with their peer support services and community partners. They are planning to extend the open house to Little Park and have music playing from a small Bluetooth speaker, the Jamaican Supreme food truck providing free meals for, a clothing give-a-way, free plants and seeds, lawn games and a photo booth. Volunteers will be responsible for site clean-up. They have the necessary Certificate of Insurance. They will be doing outreach to the neighborhood, inviting all to join.

Contact for the event is Chris Nial.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit.



PARKS & RECREATION AND HARBOR COMMISSION

May 10, 2022, 5:30PM

ZOOM LINK

<https://us02web.zoom.us/j/81780672076>

Webinar ID: 817 8067 2076

Phone 301-715-8592

PARKS COMMISSION AGENDA

I. Approval of Agenda

II. Consent Agenda

- A. Action Item: Approval of Minutes of April 12, 2022 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
- B. Information Item: Request for Signage at Callahan Park, Steve Levy, Burlington Resident (attachment)
*waive the reading, accept the communication and place it on file
- C. Action Item: Approval of Special Use Permit/Waiver at Battery, Redeemed Christian Church
*waive the reading, approve the request for permit and waiver and place on file
- D. Action Item: Approval of Special Use Permit/Waiver at Battery, Burlington Police Dept.
*waive the reading, approve the request for permit and waiver and place on file
- E. Action Item: Approval of Special Use Permit/Waiver at Battery, People Helping People Global
*waive the reading, approve the request for permit and waiver and place on file
- F. Action Item: Approval of Special Use Permit/Waiver at Battery, Local band, The Apollos
*waive the reading, approve the request for permit and waiver and place on file
- G. Action Item: Approval of Waiver for Amplified Sound at Leddy Park, The Church at the Well
*waive the reading, approve the request for amplified sound waiver and place on file
- H. Action Item: Approval of Special Use Permit/Waiver at Oakledge Park, People's Pride
*waive the reading, approve the request for permit and waiver and place on file
- I. Action Item: Approval of Special Use Permit/Waiver at Roosevelt Park, VT Access for Reproductive Freedom
*waive the reading, approve the request for permit and waiver and place on file
- J. Action Item: Approval of Special Use Permit/Waiver at Leddy, Starr Farm and Schmanska Park, The Flynn
*waive the reading, approve the request for permit and waiver and place on file
- K. Action Item: Approve the Special Use Permit at Waterworks Park, Sangha Studio Yoga
*waive the reading, approve the request for permit and place on file
- L. Action Item: Approval of Special Use Permit at Little Park, Pathways Vermont
*waive the reading, approve the request for permit and place on file

III. Presentation Item: (10 min.) Volunteer and Coach of the Year Awards (verbal) [2021 Coach of the Year.mp4](#)

IV. Public Forum: (Time Certain 6:00PM)

- V. Action Item: (20 min.) Main Street, Great Streets Developed Concept, Laura Wheelock, Senior Public Works Engineer, DPW and Olivia Darisse, Engineer, DPW (attachment)

- VI. Discussion Item: (20 min.) Champlain Street Park Update, Max Madalinski, Assoc. Parks Project Coordinator, BPRW (verbal)
- VII. Information Item: (15 min.) BTV Stat Presentation, Gary Rogers, Recreation Superintendent, BPRW (attachment)
- VIII. Discussion Item: (10 min.) FY23 Budget Revenue Expectations, Cindi Wight, Director, BPRW (attachment)
- IX. Discussion Item: (10 min.) FY22 Commission Report, Cindi Wight, Director, BPRW (verbal)
- X. Discussion Item: (5 min.) June Meeting Location, Cindi Wight, Director, BPRW (verbal)
- XI. STANDING ITEMS:
 - A. Report from Commission on Volunteer Hours
 - B. Report on PACC Dog Force
 - C. Report on Parks Foundation
- XII. Director's Items
- XIII. Commissioner's Items
- XIV. EXPECTED EXECUTIVE SESSION
- XV. Adjournment



City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450
www.burlingtonvt.gov/DPW

Memo

Date: May 10, 2022

To: Parks & Recreation and Harbor Commission

From: Laura Wheelock, P.E., Senior Public Works Engineer
Olivia Darisse, P.E., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin, P.E., City Engineer/Asst. Director – Technical Services
Robert Goulding, Public Information Manager

Subject: Great Streets - Main Street Project Update

The City of Burlington is excited to bring forward the six-block Main Street Great Streets concepts to transform the main artery into and out of our City and rebalance the streetscape for pedestrians, economic vitality and climate resiliency.

Burlington is one of the great cities in America. While we have excellent businesses and community institutions on our Main Street, it is not itself yet a 'Great Street.' The City, stakeholders, and business have already partnered to rebuild St. Paul Street and City Hall Park into holistic public spaces – planned as Great Streets concepts. Additionally, with upcoming milestones to meet to make use of Tax Increment Financing (TIF) obligations, the timing is right to begin the reintroduction of Main Street Great Streets with our community. The consensus is clear – cities need an integrated streetscape that serves everyone and helps protect our environment. This is the project that will further that goal.

In October 2021, we procured a design consultant, Vanasse Hangen Brustlin, Inc. (VHB) to help progress the concept design and begin re-engaging the community in the Great Streets conversation and its focus on Main Street. In November, the project obtained authorization to seek voter approval on the use of TIF to fund the project.

Over the last several months, the City has worked with the design consultant to gather and respond to public feedback and conduct engineering studies and investigations such as assessing the condition of underground utility infrastructure, collecting geotechnical and survey data, and gathering traffic and parking data. Information and input collected to date has been used to influence and advance the concept design beyond the work completed in 2016 and develop refined concept alternatives.

The project team has worked to develop two concept alternatives that encompass the objectives of the Great Streets Initiative: rebalancing space within the street to provide active and alternative transportation facilities; activating spaces for people to rest and gather; creating spaces for public art and events; and incorporating trees and landscaping to reduce impervious surfaces and support sustainable street ecology. On-street parking will be converted from diagonal to parallel parking to accommodate these facilities, and bump-outs will be constructed at intersections to include activation areas for pedestrians as well as opportunities for landscaping and raingardens. While both concept alternatives share these core objectives, they each demonstrate their own unique themes for which the City will be seeking your feedback. During our presentation, we will highlight key differences between the ways the proposed utilization of the green spaces in each concept, and how those differences relate to aesthetics, street ecology, functionality, and long-term maintenance.

In addition to improving the streetscape and rebalancing the space for public use, the effort includes a significant overhaul of our underground utility network. Water and sewer infrastructure will be rehabilitated and replaced throughout the project in order to avoid the need for disruptive repairs within the completed project area in the future. The project team is exploring sustainable stormwater solutions such as utilizing permeable pavers, rain gardens, soil cells and making improvements to existing stormwater infrastructure in an effort to alleviate the burden on our treatment facility. The team has also been working closely with the Burlington Electric Department to support current energy initiatives, and coordinating with private utility companies.

The team has been working closely with the Water Resources Division, the Parks, Recreation, and Waterfront Department, the Church Street Marketplace, the Racial Equity, Inclusion, and Belonging Office, the Community Economic Development Office, the Planning Office, and Burlington City Arts, to ensure the project is taking a balanced and inclusive planning approach. The project team has presented the project to the DPW Commission, Church Street Marketplace Commission, Parks, Recreation and Waterfront Commission, the Burlington Walk Bike Committee, the Burlington Business Associate Waterfront and Downtown Action Groups, Racial Equity, Inclusion and Belonging Committee, Burlington Aging Council, and collaborated with outside entities such as Green Mountain Transportation and the Flynn Theater. The project team also hosted a series of meetings for five focus groups: Immigrants & Refugees, Youth, Business Owners, BIPOC, and a Mobility Support group. These meetings sought feedback from communities that are generally harder to reach, in an effort to determine how these groups currently use Main Street, and what they consider important for the future of Main Street

The City kicked off the public engagement process with a Neighborhood Meeting and a Business Owner Meeting in early February to reintroduce the project to the community and gather initial feedback. The engagement process continued throughout February and March with presentations to City leadership teams, advisory boards, neighborhood planning assemblies, and focus groups. Input amongst community and business groups varies and includes the desire for affordable shops and dining options; the need for inclusive, accessible, and interactive spaces; creative approaches to aesthetics and public art; sustainability solutions; alternative transportation options; and concerns related to parking and safety.

The project team continues to track public input and inquiries received and issue project updates to email contacts. The project website, www.greatstreetsbtv.com, provides up-to-date information regarding project concepts and upcoming project events, as well as the opportunity provide input through a project survey. The project team has held a second Neighborhood Meeting on April 28th and a Business Owner Meeting on May 6th to present concept alternatives to the general public and collect feedback. The project will also be presented to the City Council on May 9th.

Attached to this communication and request is the full neighborhood presentation. Staff will present a shortened version at the meeting and be available to answer questions and take comments.

Request:

During the May Parks & Recreation and Harbor Commission meeting, we will present concept alternatives and discuss the public engagement process and feedback received to date. The project team is seeking support of these concepts and improvements along Main Street. The City Council will vote on the concept approval on May 23rd.

Thank you.



**PARKS & RECREATION COMMISSION
Minutes
May 10, 2022
Parks and Recreation Commission**

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

Staff Present: Wight, Rogers, Cotton, Madalinski and Putzier

The meeting was convened at 5:37 p.m. by Duke

Approval of Agenda

Motion to approve the agenda with two additions; Request for Amplified Music by Marathon and Approval of Peddlers License at ECHO after the current item number 10 by Hurley, second by Johnson, motion carried.

Approval of Consent Agenda

Duke asked if there was anyone from the consent agenda items that would like to comment and seeing nobody asked for a motion to approve the consent agenda.

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

Volunteer and Coach of the Year Awards

Cahill acknowledged Sharon Muellers of the Tower Keepers for all the hard work and dedication she has given over the years.

Muellers spoke of her two decades and being in the park and connected. It was her pleasure to be able to participate and engage in the program.

Jennifer Cotton recognized Frank Rosamilia, Volunteer Coach of the year and showed a video thanking and during Covid how he made time to run clinics and really appreciated the time and effort he put into running flag football, which is only three in the area. Another coach as well as players and his son spoke to their appreciation for all that Rosamilia had done.

Rosamilia thanked all for the nice words and for the honor. Cotton explained how he would also go on a plaque at the Miller Community Rec Center.

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:00pm

Seeing nobody from the public, Public Forum was closed at 6:01 pm

Main Street, Great Streets Developed Concept

Wheelock explained she included a link to the presentation for all to access and then began with the typical Main Street cross section and how it will vary particularly with right of way encumbrances. Changing road width down to 40' and reducing parking spaces, adding bike lanes, and other items.



Option one is called the “Artful Gateway”; planting strategy, singular approach to planting that is consistent across the six blocks, more streamlined and clean cut.

Option two is called “Lake, City, Mountain” approach, variety of trees and shrubs planted on water area then more polycultures of trees in street area, bike perspective could meander a bit more through the tree area and not such a straight street line but more organic.

The next steps are planning for preliminary plan and going back to City Council on May 23rd after meeting with all the other Commissions that have regulatory authority. Wheelock wanted to recognize it may not be one plan or the other but a combination of what could be best for Burlington.

Johnson asked if any consensus on a plan and Wheelock said that many are concerned with the loss of parking spots. Really all over the place, no one consensus at this point.

Duke liked the bike path separated out.

Hurley asked about the stretch between Pine and Battery, asked if parking would change to parallel and was told yes a loss of 67 spaces. Explained the no curbs will really help with accessibility.

Lantieri asked about the timeline and the committees that it goes to and asked about the next time the Commission would see in the design process and was told by Wheelock the next significant milestone would be in early fall.

Wheelock stated were hoping for action tonight as to support of revitalizing Main Street through this project.

Hurley asked what the Commission purview is and or if a blanket piece and Wight said somewhat of a blanket as BPRW maintains the greenbelt. Stating that is part of the project as it enhances Tree City and generally as another commission to see more park like and not just for cars.

Johnson asked as the City moves toward more plants and greenspaces if it would create more work and staff needs for the department and Wight said that it has been recognized by the administration and funds have been allocated to help with fully funding the dedicated funds to Parks.

Motion to formally support the direction of the Great Streets, Main Streets project as it relates to the work of the Parks Department by Lantieri, second by Johnson, motion carried.

Champlain Street Park Update

Madalinski stated he was going to show some design concepts, and how the location is a small pocket park located at 187 S Champlain Street. Madalinski said the park currently has wooden benches and some raised garden beds. There was some outreach to see what people wanted to see in the park, started in 2020, went to NPA's and tabled in the parks, did online surveys, 89 surveys.

Majority of people wanted to relax in the park, then swinging, gardening, picnicking, climbing, walking, grilling, outdoor classes, throwing, running, spinning and exercising. Ultimately would like to add lighting, open view to the west, replace furnishings, replace playground, remove brush and replace fencing.



Came up with three design ideas; put playground in back and improve and make safe, central open lawn area and dedicated seating/gardens. Showed some amenities and structures that could be used in the park and would have to be mindful with prices and styles. Want to continue to provide for the 2-5 year age range. Looking at rubberized matting for base to make accessible and more colorful. Gentle curve hardscape with seating area, more plantings, rocks on street side entrance.

Gave another view of a wandering walk hardscape style, walkway is a bit more curvy, garden space on northern edge, seating and bike racks, planters, shade tolerant shrubs book end the open lawn.

Madalinski asked what the Commission would like to prioritize; playground, fencing and landscaping, seating area or lighting to implement first. Going to start on cleaning up brush and vines, tour NPA's to present design concept, post concepts online along with web based survey and incorporate what is heard into final concept.

Farrell said it sounded like people wanted to interact more in this park and any love and improvement would be great, just cleaning up will go very far with the patrons.

Hurley loved it and said it looked amazing and very well thought out, asked if they would have trash and recycling can included and was told yes, use tote style or Victor Stanley receptacle.

Duke felt both designs look great and in terms of priority, landscaping and lighting to make safe and inviting and add playground later.

Lantieri said there are quite a few volunteers that are consistent and felt there would be more once clean and safe and active. Stated CVOEO recently had conversations about wellness and equity to partner and also give some money toward the project. Would work toward sponsorship and all recognize the need and been great working with Madalinski on the project, very supportive and enthusiastic.

Wight gave Madalinski kudos in all his work on the project and taking on.

BTV Stat Presentation

Rogers explained there were two pieces to the presentation and he was presenting on just Recreation, introduced himself stated that he oversees all programming, youth, licensed childcare and adult. Presents twice a year and find to be very worthwhile, use data to see how well doing. Looked at pandemic and programming through challenges.

Program participation was the first topic, in 2019/20 lost programming and a lot of recreation programs did not do programming that year and were tasked with continuing, stated it was challenging, decreased in size, rely on schools for programming and not able to use. Provided on a smaller scale, doing cleaning and temp checks, everyone had own basketballs, everyone had to be 6 feet apart, but was glad the team persevered. Rogers explained could not be in schools for majority of year also, numbers down. Had no adult programming in 19/20 as concentrated on youth programming in the summer and making safe for kids in camps, per State could not do any adult programming. 20/21 school year provided youth basketball program when no others did and used Boys and Girls Club and Miller Community Rec Center and did clinics and every half hour had two baskets set up. It was difficult to do winter 2020 programming inside, even though down still continued to provide when others could not.



Summer 20-21, better for participation, offered fewer programs but higher participation. When things started to get better families wanted kids in programs, strive for 75% range ideally, past summer at 88%, outdoor programming was very successful, more quickly than other indoor programming. Rec Nutrition program in 2018 had 6,017 served, up to 11,033 in 2020 and down to 7,795 in 2021. Delivered meals for school department in 2020 and when started back up 3 days a week delivered food to children at home. Financial assistance for camps, 2019 was 22,384.62, 2020 was 33,223 and then down in 2021. Summer youth program funding, VT/Fed grants were very large for 2020 and 2021, which allows for more programming. Hired new Rec Program Manager, and hired new Event Planner. Kirsten Santor and KJ. Last slide was a GIS of where the participants were located across the City. Recreation Staffing was at 98% in FY20, then 72% in FY21 and 66% in FY22.

Duke said willingness to adapt and make work was really appreciated and noticed. Seeing more of a trend of youth outdoor activities.

Approval of Peddler License outside ECHO

Wight explained that ECHO has a lease with City and that land includes a ROW (right of way) and is in front of building which is City land, ECHO would like to have a cremee truck in front of the building. In the City Ordinance it states anything west of Battery on College must get a license and with all complexities realize it flagged an ordinance. Wight shared that businesses in parks that have close proximity have revenue sharing and gave Beansies Bus as an example, and recommend a 5% of profits typically to the City, stated that the vendor asked if the City would entertain a non-profit rate. What is being asked is for authorization of a cremee truck to operate in front of ECHO.

Phelan Fretz, Executive Director of ECHO introduced himself and stated he was requesting peddlers license, and said purposefully actively add to frontage area, added science exhibits and seating, added solar and rainwater gardens, this is to add the final piece to the 3 acre site and full activation of this site. Have very robust open door program, have a lot of partnerships in the community, 35,000 people gain free admission. Programs like the cremee stand are pivotal and fundamentally earned revenues with the grand help to support others for free admission, give away over 1000 memberships. Cremee's are seasonal and can gain some revenues and can enliven the area and this is final step to activate, estimates are nearly a million people access the waterfront. Approximately 80-90 seats available to provide for the service.

Hurley asked about the other ice cream person and if still working and was told by Wight not as far as she is aware, that person is still retired. That structure is still located on the waterfront however.

Fretz stated that they signed with Kingdom Creamery, a Vermont based company.

Lantieri asked if the previous cremee stand had an arrangement with Parks and was told no, they were on Railroad property. Feels it makes sense to continue precedence and look at the non-profit piece and Wight said the only piece that comes to Commission is west of Battery on College and need to approve peddler license and anything else is not the purview of parks.

Johnson asked if 5% is the general fee when less or no infrastructure and felt that would be appropriate for this situation and Wight said the same situation is Beansie's and they pay 5%. ECHO asked since they are the first non-profit and knowing that ECHO gives back to the community would like to look at and maybe could do 10% reduction, more precedent than binding.



Motion to approve peddler license with 4.5% gross sales by Hurley, second by Lantieri, motion carried.

FY23 Budget Revenue Expectations

Wight sent worksheet and chart that she had presented, shows FY23, 3% growth from cumulative results of past. Steep line to get to FY23 revenue, parking is low, recreation is low, can't get to, reached with everything but a very hard stretch, optimistic with recreation and hiring of new employees. City has set aside \$2M with idea may not be feasible with exception of recreation BPRW feels it will try and can make it. Working on parking campaign.

Duke stated that she could look at specific businesses and programs from a different perspective to take a look at pricing and strategies and how to help with revenue generating. She stated the importance of continuing to communicate how important the revenue is and what it supports.

FY22 Commission Report

Wight said she sent a template out to look at and if commissioners are good with it or have questions can reach out to Cindi or Abby. Duke asked all to review and get feedback to Duke and Wight and then will draft another, update and sign at the June meeting.

June Meeting Location

Wight asked if all wanted to do June meeting at the Boathouse, it would have to be everyone in person if that was the case. Duke, Farrell, Lantieri was somewhat certain he could make it as well as Johnson. Wight would confirm with Kaplan and Jen from the Boathouse.

Request for Amplified Sound

Duke explained that the Marathon needed a permit to start 15 minutes earlier, beginning at 6:45am instead of 7am.

Motion to approve Sound Waiver 6:45am start time by Johnson, second by Lantieri, motion carried.

Standing Item:

Report from Commission on Volunteer Hours

Lantieri had 40 extra hours, Duke had 5 additional hours

Report on PACC Dog Force

Duke said missed meeting and Wight stated she was on the off leash sub-committee.

Report on Parks Foundation

Wight said still getting information of FRAME and if it will support, meeting in June will be finale for several members that will be going off. Duke will be leading meeting with Foundation new incoming Chair.

Director's Items

Wight said selected new Urban Rangers, Moreau wandered around with the new hats. Encouraged to look at the Stuck in Vermont segment on the Trees/Arborist group. Kids Weekend coming up this weekend and encouraged all to get out and see, will have ice cream at all sites.

**Commissioner's Items**

Lantieri reminded Wight to meet regarding Student Commissioners.

Duke stated down two members and now is time to put in for new members, asked Lantieri to post in Front Porch Forum and what is missing from the Commission, look for new members and great energy.

EXPECTED EXECUTIVE SESSION

Hurley made a motion to go into executive session where pre-mature disclosure would put the City at a significant disadvantage, second by Lantieri, motion carried.

Motion to go out of executive session by Hurley, second by Lantieri, motion carried.

Adjournment

Motion to adjourn at 8:08pm

DRAFT