BURLINGTON
PARKS
RECREATION
WATERFRONT

PARKS & RECREATION AND HARBOR COMMISSION
May 7, 2019
20 ALLEN STREET (FORMER ST. JOSEPH'S SCHOOL)
5:30PM

I. Approval of Agenda

II. Consent Agenda
   A. Action Item: Approval of Minutes of April 2, 2019 Meeting (attachment)
   *waive the reading, approve the minutes and place them on file
   B. Action Item: Approval of Sound Waiver, CPA Site Solutions (attachment)
   *waive the reading, approve the request and place on file
   C. Communication Item: Proposed Bike Park at Leddy, Franny Seguin, Burlington Resident (attachment)
   *waive the reading, accept the communication and place it on file

III. Action Item: (15 min.) Request for Community Event at Pomeroy Park, Erin Malone, Owner of Momo's Market, Willard Street (attachment)

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

V. Information Item: (15 min.) Update on Burlington Greenway Phase 3a, Jon Adams-Kollitz, Parks Project Coordinator, BPRW (verbal)

VI. Action Item: (10 Min.) Request for Conservation Funds, Arms Forest, Cindi Wight, Director, BPRW (attachment)

VII. Action Item: (10 min.) Water Works Park Naming, Cindi Wight, Director, BPRW (attachment)

VIII. Action Item: (25 min.) Approval of General Fund and Capital Budgets for FY20, Cindi Wight, Director, BPRW (attachment)

IX. Information Item: (10 min.) Self-Assessment of Director, Cindi Wight, Director, BPRW (attachment)

X. Discussion Item: (10 min.) 2018-19 Annual Commission Report, Cindi Wight, Director, BPRW (verbal)

XI. STANDING ITEMS:
   A. Update on Parks Foundation, John Bossange (verbal)
   B. Report from Commission on Volunteer Hours (verbal)

XII. Director's Items

XIII. Commissioner's Items

XIV. Adjournment

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BURLINGTON PARKS RECREATION WATERFRONT

PARKS & RECREATION COMMISSION
Minutes
May 7, 2019

Commission Present: Bossange, Kaplan, Pierce, Hurley, and Harris

Staff Present: Wight and Putzier

The meeting was convened at 5:34 p.m. by Commission Chair Kaplan

Approval of Agenda
Motion was made to amend the agenda by removing items VI. Request for Conservation Funds, Arms Forest and VII. Water Works Park Naming, moving up items V. Update on Burlington Greenway Phase 3a and III. Request for Community Event at Pomeroy Park by Bossange, second by Pierce, motion carried.

Approval of Consent Agenda
Bossange read aloud with the motions included, motion made to approve the consent agenda by Bossange, second by Pierce, motion carried.

Request for Community Event at Pomeroy Park
Wight explained it is good to bring people into the park but if food trucks were brought into the park the department would typically receive a percentage based on sales.

The owner, Erin Malone of Momo's Market explained she had owned the market for 3 years and has a party in the fall to connect with community and facilitate, has outgrown her backyard and would like to have a band and do some children stuff on a specified afternoon in Pomeroy Park. It would be a neighborhood gathering, would have Citizen Cider and Zero Gravity present and serving, they would be the license holders for the alcohol and follow all the state guidelines as such. Does not plan on making money on the event but rather more of a service.

Kaplan happy to have discussion but would prefer not to have as an action item but have on another agenda and would discuss, at this meeting only. Kaplan suggested the potential of having a block party and could be private, offered many options. Wight added that she spoke with Waterfront Manager and recommended a flat fee charge which would cover maintenance and impact fees. Would have professionals handling the alcohol as not in the owner's previews. Also questioned if enough of a footprint in the park and that is why suggested a specific fee.

Malone said she would tighten up a plan and then ask Zero Gravity what they would need for space and get a better plan before the commission at the next meeting.

Malone will speak with BPRW staff, O'Daniel about specific plans and logistics and come back to another meeting.

Public Forum (Time Certain 6:00 PM)
Public forum opened at 6:19 p.m. by Commission Chair Kaplan.

Lee Brown, Curtis Avenue resident spoke about the noise at the dog park on a daily basis and played a video of the constant noise at the park. Read the rules to the commission regarding the restraint and hours of noise, no posted hours, feels all should be licensed and vaccinated and have attached, no enforcement he feels, some let dogs go in and run without accompanying the dogs. Stated that if the rules were not being enforced the park should be closed. Would like to see made smaller, people go before and after the hours of operation. Feels many dogs are not vaccinated. Park is more and more popular, problem with people following the rules and does not understand why it is in a residential area.

Gary Kinneston, Curtis Avenue resident stated he used to volunteer at the dog park and said he heard that the volunteers had gone on strike and the barrels were all full and not emptied, no longer enforced, people in at 11 at night or 6am on a Sunday. Does not feel it is a priority to the City. Explained a new strain of rabies and only a matter of time before it will hit other dogs, packing of dogs, no policing of the rules and the quality of life is not good in the neighborhood.

Peter Carroll, Curtis Avenue resident asked who is responsible for the dog park, the City Council or the Parks Department and was told the Parks department. Wight said she would address the Commission after the Public forum regarding the Dog Park. Carroll felt no communication with the neighborhood and no person designated to speak with about any issues with the park. Feels the signs are not adequate and clear and would like the park to be managed. Would like to see the season shortened from May to October.

Isela O'Brien, Starr Farm Beach resident said people come in when off hours, they have dog fights all the time, the barking is constant, feels unfair to the neighborhood and people that live there. Explained that her dog never goes to the park as it is not hygienic and people come from all over the state and was asking for help to handle the issues. Feels out of control, hours and the size of park as well as the smell is horrible.

Wight explained that a meeting is scheduled to look at all the issues as well as the design to move the fence. Still looking to put something at Oakledge as another site in the future.

Kaplan did not know that the volunteers had disbanded, and Wight is looking into that as she did not know as well. A question was asked if dogs are barking who would one contact for excessive barking, staff did not have an answer at the time.

Wight said having a meeting coming up and did not have a date specific.

Pierce said he has been to the park and their used to be volunteers, unfortunate no longer and suggested putting up signage to get volunteers. Wight was under the understanding that there is volunteers and will be looking into further. Felt the website and the rules posted that the park is open and the rules at the park are different than the original rules.

Public forum closed at 6:32p.m.

Kaplan said she is saddened that this is still a problem. The commission had a very lengthy discussion regarding the issues and needs at the dog park. Wight will continue to research alternatives to the compliance and functionality of the dog park and came up with some very promising alternatives.

Water Works Park Naming
Wight explained the desire of the department to name the new park near the waterfront "Water Works Park" recognizing the connection to the water plant that has served the residents of Burlington for decades next to the park. The Mayor and the Department of Public Works also support this request. Motion was made to approve the naming of the park by Bossange, second by Pierce, motion passed.

Approval of General Fund and Capital Budgets for FY20
Wight began with explaining the Leadership Team members for the department on the org chart, with all members for the entire department under all leaders. Listed the top fiscal changes as savings in electricity across all facilities due to upgrades, increase in expenses for port-o-lets in parks, added senior services to Recreation division and added to Waterfront seasonal staffing for ebikes to better staff Oakledge park, covered by increase in parking fees, previous year surplus/2 limited service employees to come before City Council over the course of fiscal year to move to regular service. About $8 million in expenses and over $4 million for revenues, not finalized yet but current numbers to date.

Bossange asked about the ebikes purchase clarification and Wight said for staff to work at Oakledge and get back and forth from the Boathouse.

Revenues anticipated from fees is 50/50 coming in from Campground and Waterfront as main drivers and the balance comes from general fund.

Wight explained the FY20 Capital budget starting with PFP $688,000, renovating Leddy courts and all others listed on the chart and then listed the Impact Fees projects costing $153,000, Greenbelt capital $273,680, Open Space/Conservation Legacy $200,718, Bike Path Maintenance and improvement fund is $230,350 and special projects $4,137,000. Donations, for a total $4.999 million increase to 5.2 million. Could be slight changes from Mayor and Council, CAO does not anticipate any controversial items or issues on the budget.

Hurley stated looks good to her. Kaplan satisfied with the budget and process.

Motion to approve the proposed budget by Pierce, second by Bossange, motion carried.

Update on Burlington Greenway Phase 3a
Wight showed on the map from Queen City to Barge Canal, and explained in sections what would be happening. Small piece that will get skipped between Proctor Place and Harrison Avenue due to land ownership, as well as Harrison to Barge canal then begin from Barge canal to Perkins Pier. Will be making the lake different, will be pause place at roundhouse. Shut down on Harrison and have routed to Pine Street. Hope to be ahead of the Champlain parkway construction or will potentially change route if coincides with other construction.

Self-Assessment of Director
Wight explained she had a good process with the Mayor's office and what the priorities are of the Mayor and helps division to move forward with her goals and corresponds with making sure those get done. She is working on the Parks Foundation and the Commission working together and will be attending Parks Foundation school and will bring back all information. Providing transition support and new building at Leddy and the Stone House. Three year goals are CAPRA accreditation, currently working

on financing section will be more work this year and then the following year looking back at the master plan. Main goals are to accomplishments. Went through goals that were set and how she got to them.

Kaplan asked for the staff piece, specifically more updates on what is going on within divisions and more about how the staff are doing among development of staff and a bit more of a human side of what is going on.

2018-19 Annual Commission Report
Kaplan stated that in the past the Commission has not written the report the Director has and the commission has signed off on. Happy to have it be more collaborative, Wight stated she was happy to write up for commission and get feedback from commission to make any additions or changes.

Wight will circulate a draft and get to the commission for the June meeting.

Update on Parks Foundation (Standing Item)
Bossange still working on coalition budget, timing of projects at Arms Park and waiting on grant for Oakledge for all and what they would receive, Foundation is looking to help support that project. Foundation is inviting BPRW to come present on projects looking to do and will relay to the Commission or include in a meeting.

Report from Commission on Volunteer Hours (Standing Item)
Putzier asked for the Commission to please give her the hours each month and she will send a reminder when the agenda is sent to the Commission for the monthly meeting.

Director's Items
Wight updated on the Arms Forest planning meeting coming up on May 15th. Explained that the informational meeting at Leddy public event went very well and was very well attended. Explained would have several different informational areas to give feedback and will show what level of feedback is involved in each specific topic. New staff, Chad Lambert, Marina Manager and Nick Marinelli, Recreation Specialist, Susan Carter passed her CPRP, Alec Kaeding received his playground certification.

Commissioner's Items
Bossange stated that he would be willing to work in a sub-committee to work on the dog park, Wight said she will work internally with staff as they are already in the process.

Adjournment
Motion to adjourn at 7:25 p.m. by Bossange, second by Pierce, motion carried.