



PARKS & RECREATION COMMISSION
April 11, 2023, 5:30PM
645 PINE STREET, FRONT CONFERENCE ROOM
Zoom Link
<https://zoom.us/j/92793689556>
Webinar ID: 927 9368 9556
Phone: 1-301-715-8592

AGENDA

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of March 14, 2023 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Battery Park by Burlington Burn Club
*waive the reading and approve the request for special use permit and sound waiver
 - C. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Schmanska Park by Old East End
*waive the reading and approve the request for special use permit and sound waiver
 - D. Action Item: Approval of Request for Special Use Permit and Sound Waiver at City Hall Park for BCA Programming
*waive the reading and approve the request for special use permit and sound waiver
 - E. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Battery Park by American Foundation for Suicide Prevention
*waive the reading and approve the request for special use permit and sound waiver
 - F. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Calahan Park for GBGSL Jamboree
*waive the reading and approve the request for special use permit and sound waiver
 - G. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Oakledge Park for Marley Marosy
*waive the reading and approve the request for special use permit and sound waiver
 - H. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Oakledge Park for Vermont Commons School
*waive the reading and approve the request for special use permit and sound waiver
- III. Information Item: (5 min.) Volunteer of the Year Award, Sarah Carter, Recreation Specialist, BPRW (verbal)
- IV. Public Forum: (Time Certain 6:00PM)
- V. Information Item: (10 min.) BPRW Events 2023, KJ Doyle, Events Coordinator, BPRW (verbal)
- VI. Action Item: (15 min.) FY24 Penny for Parks Approvals, Sophie Sauve, Parks Comprehensive Planner, BPRW and Max Madalinski, Associate Parks Project Coordinator, BPRW (verbal)
- VII. Information Item: (40 min.) BTV Stat Presentation, Melissa Cate, Recreation Facilities Superintendent, Gary Rogers, Recreation Superintendent and Erin Moreau, Waterfront Superintendent and Harbormaster, BPRW (verbal)
- VIII. Discussion Item: (10 min.) Annual Commission Report (verbal)

IX. STANDING ITEMS:

- A. Report on PACC Dog Force
- B. Report on Parks Foundation

X. Director's Items

XI. Commissioner's Items & Volunteer Hours

XII. * * * * * ***EXPECTED EXECUTIVE SESSION*** * * * * *

- A. Discussion Item: Real Estate Matter
*where premature disclosure could put the City at a substantial disadvantage
- B. Action Item: Staff Discussion
*to discuss reappointment of Director

XIII. Adjournment

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



**PARKS & RECREATION COMMISSION
Minutes
March 14, 2023
Parks and Recreation Commission**

Commission Present: Duke, Hurley, Johnson, Keech, Lantieri, Morrigan and Wiseberg

Staff Present: Wight, Adams-Kollitz and Putzier

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

Approval of Agenda

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

Approval of Consent Agenda

Motion to approve minutes from February 2023 Commission meeting by Morrigan, second by Keech, with corrections to page 3 by Keech “use to privacy rights” and Morrigan also under Commissioners Items, “They/Them”. Motion carried.

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

Keech asked question about CVOEO event and asked if more information was available and Wight said doing panels in the park which do not require commission approval but doing on public installation and reception on the temporary installation which does require sound waiver.

Parking in Parks Permission

Wight stated she would handle and introduced Adam Hall from CVOEO CORA Team, who stated outreach team and help with homeless and received state funding for box truck to meet people where they are and help. He would be working with Neil Preston from BPRW and be helpful to park the truck where people are experiencing homelessness and when asking to park in certain places on specific days have a problem. Preston suggested using the parks and was told to go to the Commission and looking for access to certain days and times to schedule days to be in certain parks to open truck and connect people to services. Another strategic plan is to move around and then consolidate in a couple of spots more regularly on a consistent basis.

Keech asked if parking would be focused on lots and not on the grass and was told by Adams that he would look to go on the service road and park at the band shell in Battery and the like, this would be more like access roads, such as Calahan and others that have access roads.

Morrigan thanked and stated she spoke about the unhoused community and access to technology is overlooked often and appreciates this for the community and supports.

Keech said he would like to support but is not in favor of going into the parks directly and asked that they request using the adjacent lot at Battery Park Wight stated that the lot is being saved for public parking as it is already at a minimum. Adams said it is a program that is always going to be in partnership with the Parks Department and if staff is not available then CVOEO would not be in the Park.



Keech also asked if one of the actual goals is to move people from City Hall Park to Battery and was told not specifically but ultimately trying to consolidate to a few spots in the future that provide better access and space, the ask is currently more availability in several parks but to move to just a few once they are better known.

Motion to approve request by Morrigan, second by Lantieri, motion carried.

Public Forum (Time Certain 6:00 PM)

Public forum opened at 6:00pm, seeing no one the forum was closed.

Playground Campaign Concept

Adams-Kollitz introduced himself and stated that the Parks Foundation has supported 5 playgrounds in 5 years. Started with Oakledge and although busy with replacements not keeping up. Prices of everything is getting very high from all building supplies and replacements and can't financially keep up. Stated many great things, a collaboration with staff and the foundation, had gone to foundation for a number of years and then became more and more interested as the bikepath came to completion. Based on need, the age of playgrounds is 20 years and have a number of playgrounds that are over the threshold and/or do not have a playground at all. Also gave data on city population and ages of playgrounds, also driven by a community advocacy to keep all engaged, impacted and advocates. Spoke about Pomeroy Park tot lot and realize the playground is also about who can get to the playground once there and can't get to in a very accessible manner, have to look at intersection as a whole with sidewalk and the entire infrastructure, will not work for a child in a mobility device. Also no on-street parking adjacent to the park. The preliminary cost is \$800,000, the price has gone up exponentially for updated and accessible playgrounds. \$150k plus short each year for reaching goal and went to Foundation and presented and asked for \$150k for five years and working on details.

Wight added not ready for Leddy for a while since still working on Master Plan but it is included in the overall plan of having a playground eventually in five years. Wight also added that on year 5 would have or be requesting funds from Conservation fund as well as funding from the Parks Foundation.

Keech said his children like the playground at Sara Holbrook and wanted to know if possible to have something more organic and not necessarily a 20 year life span and was told yes by Adams-Kollitz and that some things need to be a certain way to handle wheelchairs and structures, some materials do not last long at all and there are some opportunities built in but topographic feature to run up and down or sled on.

Hurley asked if the foundation would be solely focused on this campaign and Wight said they would be working on FRAME and have another on deck, but usually have more than one campaign with different strategies.

Adams-Kollitz stated began new playground at Calahan and the equipment that was selected was very natural and tends to be very rugged but not very accessible and will be going back and retrofitting some areas and adding additional equipment that is accessible, a mat system and chips that are resilient but also compactive.



Dogs at Large

Wight stated this is an enforcement item and one of the things realized now moving into being able to actually write tickets. Added them for all the park rules to enforce, but dogs are not in chapter 22 and need to add to chapter 5, section where not supposed to be. May come back at other times but the commission does not have authority but good to show approval.

Motion to approve the recommendation by Keech, second by Hurley, motion carried.

PACC Dog Force Update

Wight stated that currently had a quarterly report from the task force and they will be going to City Council on 27th to report and will do progress report and goal is to wrap up by summer and reminder that looking at all the ordinances, off leash is part of that group, educational campaign, looking at licensing and the compliance and enforcement. Open seat on it that is for dog owner and gotten 4-5 applications, PACC will choose that spot soon. Said has been a very good group and enjoyed working with them.

Keech asked if any headway on the legalities around if a pedestrian gets bit by a dog or mauled who is at fault and Wight said not Commissions authority but up to the City Attorney and did not feel liable, have dog parks and it is the owners responsibility to control their dog.

Duke stated that the committee does report and presents to City Council, suggested going to PACC to give suggestions regarding any concerns.

Wight explained that the dog task force is under PACC but the Parks was asked to staff the committee, not a voting member and is just sharing information with commission.

Duke explained the need to know the role of the commission and don't have much actual actionable power, mainly the Mayor, City Council, approve some fees, the public requests for PFP, maybe a couple of other small items, it is a citizen board elected by City Council to provide perspective from community, provide grounding for department and City Council, can get the attention of the Mayor and the City Council, can have some influence, not a board that has actual statutory power, felt important part of goal is to have a variety of perspective and who see and use the park in different ways and represent different parts of society. Huge range of things that happen in the parks and goal is to balance them.

Keech asked how to express thoughts to City Council and Duke said could try to convince other members, could do diplomacy can put on the agenda and can pitch, also can send a letter to City Council. Hurley reminded of no smoking in parks initiative and how it affected. It was also stated that Keech could not speak on behalf of the Commission unless the Commission as a whole was in favor of.

Johnson said there was discussion on PFP about dogs and asked if a conversation with Conservation Board and what areas might be less disruptive overall and what are more vulnerable than others. Duke said that the Conservation Board has weighed in and has kept away from all urban reserve areas, very attentive to off leash areas and protecting those areas.

Duke said she would reach out to individual members to help build the upcoming agendas and will have a retreat at some point and would like more input about what all would like to see on agendas.



Morrigan felt helpful to go over expectations of commission and to get more comfortable with motions and actions would be very helpful.

Duke stated that if you have a topic that is specific with the department that the staff is happy to come and do a presentation if planned a head of time and all can learn together.

Lantieri stated that learned/realized that since don't have much direct change ability that what able to do is on each members leaderships can be a liaison to the next level of authority or to have a conversation with a neighbor or other committee members or within the department and community.

Johnson said the idea to check in could be really helpful, often in the moment nothing comes to mind and then after the fact something comes to mind.

General Fund Budget

Wight stated still getting numbers, level funded, will not have to absorb the increase in staff costs with AFSCME increase but everything else is level funded which means cuts as all have gone up with expense fees. Maintaining facilities, doing all with custodial and will ask for increase as have no control over those increases. DPW will do the same with fleet increases. Do not have budget yet from CT, doing payroll currently and double checking. Just a heads up.

Lantieri asked if known how much less buying power and Wight said don't know yet, waiting for final number of increase in fees for expenses but feel like it could always be worse as don't have to do COLA increases.

Standing Item:

Report on PACC Dog Force

Wight did above.

Report on Parks Foundation

Duke discussed above.

Director's Items

Wight said reminder Kids Day date at Waterfront Park will be back, not happened since 2019, will be back to Roosevelt in the evening, Rangers are in Denver at a Ranger program, almost 2 weeks, amazing opportunity at no cost to us for the program, first 2 days were shadowing. Looking forward to snow melting, Redstone cottage moving along, front part of building open soon, slow process for public access and getting ready to get into busy season, couple open days a week and open hours will start in October, Leddy pause place goes to BOF Monday, need a few minor things to do, kiosk at Austin Drive and Starr Farm Station sign, lastly own the Elks property currently, June will be celebration and announcement and donor stepped forward that made donation to Elks and then they donated to City. May be doing naming recognition to the contribution, of the land only, SW corner of 65 Killarney Drive.

Commissioner's Items & Volunteer Hours

Lantieri said he had 2 additional hours in relation to Champlain Park, organizing day of service, also labor toward construction, first steps will happen on April 12 or 13 from 11-2pm, very excited to be moving



forward. Also thanked Hurley for many years on the Commission and to see so many changes and great to have as a steward and will miss her presence.

Johnson echoed he would miss Hurley but glad she is enjoying her next part of her journey, wanted to reach out to O'Daniel regarding site leader for gardening.

Morrigan had incredibly busy month with town meeting and nice to sleep again and not able to type up Commission update to public but will draft and send to Commission to review. Wanted to communicate from City Council that passed resolution sponsoring disavowing, City Council approved National day of Trans Visibility March 31st, looks forward to approving those permits.

Lantieri asked about clarification on sending communication and how to do so that it is not considered an item for meeting.

Keech stated cooked a dinner for NPA for an additional 2.5 hours and then requested someone come take questions from commission and he stayed and answered, nobody had received any request from NPA. Said he spoke with people, not too many but tried to ask what community wanted and was told that people liked the parks, were well maintained, one wanted more money towards conservation and another spoke about dogs and how the fenced areas are very flat with no trees etc.

Hurley had 1 extra hour, stated she had gotten so much out of being a commissioner, remembers Jesse Bridges holding her daughter when she was a baby, the bikepath connecting, 311 property, been a privilege and been a voice to the community and appreciated knowing all the events that are happening and shares with all. Spoke about broadening the use and the word of getting to all and plans to continue promoting.

Wight thanked and appreciated her support connecting and helping her when she started with the department.

Duke thanked Hurley for the historical element she brings and how thoughtful she is and how she will be missed. Duke had an additional hour, appreciate the monthly report, feels so much goes on and very impressed by how much the department does, how professional and value and look at ALL the users and balance all and really appreciate and how her family interact with all the programs and facilities. Excited to work with commissioners to build agenda and work on issues to have a positive impact on the City.

Adjournment

Motion to adjourn by Duke at 7:17 pm.



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Burlington Burn Club Series Special Use Permit for the 2023 Season

Request for waiver at Battery Park to allow amplified sound from 7pm – 9pm from May 3rd – October 18th and extend the reservations without amplified sound until 10pm for Burlington Burn Club's bi-monthly gatherings.

Burn Club provides a safe setting for people to spin fire. It reduces the illegal backyard burns and unsafe, unapproved spinning in parks. The community is very respectable with the Burlington Burn Club's guidelines and understanding what it means to be a member. They have 2 senior members who will be the point safety people, along with 3 other board members who will give hosting support. They are anticipating 10 – 30 attendees per date and will coordinate with BPRW staff to finalize the necessary park permits. After that, they will get the necessary permits from the Burlington Fire Department, who has approved their requests in the past. This will be their 4th season in Battery Park.

Requested Schedule for 2023:

May – 3rd & 17th
June – 7th & 21st
July – 5th & 19th
Aug – 2nd & 16th
Sept – 6th & 20th
Oct – 4th & 18th

Their requests are on days with no conflicting events.

Contact for the organization is Kayla Steen.

Staff Recommendations:

Allow waiver for amplified sound from 7pm–9pm and reservation extension without amplified sound from 9pm–10pm from May 3rd through October 18th.



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Take-a-Break in the Old East End Special Use Permit for May 4th, 2023

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

The Old East End invites neighbors, families, and students of all ages to join us to celebrate and enjoy Spring on May 4th, 3pm to 5pm at Schmanska Park (63 Grove Street).

On hand will be free Ben & Jerry ice cream, room to relax on park benches, toss frisbees, shoot hoops, play pickleball, enjoy the playground, hike the nature trail and listen to streaming music. The historic Schmanska Park Barn will be open with an exhibit of neighborhood history and information about neighborhood improvement efforts that are underway, including upcoming block parties and special events. Take-a-Break in the Old East End is made possible by the UVM Office Student and Community Relations, the Old East End Neighborhood Coalition, and Burlington Parks, Recreation Waterfront.

They will have music playing from a sound system set up near the Schmanska Barn for the duration of the event. The organizer has assured us that the sound does not reach the surrounding neighborhoods.

Contact for the event is Dave Cawley.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: April 11th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: BCA Programming in City Hall Park, Summer of 2023

Request for waiver at City Hall Park to allow amplified sound for BCA events and programming throughout the summer of 2023.

Burlington City Arts is pleased to embark on the third summer of community events in City Hall Park. This programming ensures that the park remains a vibrant public space, increases accessibility to the arts, and creates a sense of belonging for community members across a spectrum of ages, races, abilities, and incomes. City Hall Park's programming also invests in our local and regional arts community by paying out over \$50,000 in performance fees directly to artists. During these events, it is clear that we attract people to downtown Burlington and aid local businesses, restaurants, bars, and clubs by creating a positive and welcoming environment.

There will be weekly events and programming organized by BCA throughout the summer at City Hall Park, both with and without amplified sound. They will not exceed the parameters surrounding park usage stated in the City Ordinance. Weekly programming includes the BCA Summer Concert Series, The Twilight Concert Series, Splash Dance, Sunday Classical and the new Burlington Market. Programming will run from June 2nd to October 1st, though not every series covers that full date range.

BCA Summer Concert Series: Wednesdays and Fridays at 12:30pm
BCA Splash Dance: Fridays at 4:30 and Saturdays at 1pm
BTV Market: Saturdays, 11am to 3pm
BCA Twilight Series: Every Other Friday at Saturday, Fridays at 7:30pm, Saturdays at 6:30pm
BCA Sunday Classical: Every Sunday at 10am (July & August only)

BCA staff contact is Zach Williamson.

Staff Recommendations:

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



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Out of the Darkness Walk Special Use Permit for October 14th, 2023

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

The American Foundation for Suicide Prevention (AFSP) is requesting to host their Out of the Darkness walk at Battery Park. Fundraising efforts for this event will help support their mission to give those affected by suicide a nationwide community empowered by research, education and advocacy to take action against this leading cause of death. They are dedicated to saving lives and bringing hope to those affected by suicide. The organizers are expecting that the event will have around 400 participants. They will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The amplified sound will take place between 8:30am and 11:30am, including music and speeches. They have already booked Battery Park.

Staff contacts for the event is Heather White.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: GBGSL Special Use Permit for June 10th, 2023

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

Greater Burlington Girls Soccer League (GBGSL) will be holding their annual end-of-season Jamboree at Calahan Park on Saturday, June 10th. GBGSL has been using the Calahan Park soccer fields for their Spring and Summer seasons since 1997. At some point during the Jamboree, all of the players and their coaches plan to get on the field and dance to current pop songs and the Macarena together, usually resulting in a very long conga line.

The amplified sound will take place between 9:30am and 1pm, and will consist of music from a playlist and announcements. They will be informing the surrounding neighborhood via Front Porch Forum ahead of the event.

Contact for the Jamboree is David Berman.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: James Allison, Customer Service Associate
RE: Marley Marosy Special Use Permit for August 26th, 2023

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

Marley Marosy has rented out the Upper Shelter at Oakledge on Saturday, August 26th for a birthday party.

They are requesting to have amplified sound between 3pm – 6pm, with music being performed by a live DJ. They have already booked the Upper Shelter.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: April 11th, 2023
To: BPRW Commission
From: James Allison, Customer Service Associate
RE: Vermont Commons School Special Use Permit for June 15th, 2023

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

Vermont Commons School has rented out the Upper Shelter at Oakledge on Thursday, June 9th for their annual Field Day. The roughly 120 students and staff will be participating in good-natured competitions including volleyball, Kubb, various relay races, Capture the Flag, etc.

They are requesting to have amplified sound from 9am – 2pm, including music being played from a school appropriate playlist and various announcements throughout the day. They have already booked the Upper Shelter.

Tim Harger, the Dean of Students, is the point of contact for the Vermont Commons School.

It is on a day with no conflicting events.

Staff Recommendations:

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

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – April 2023

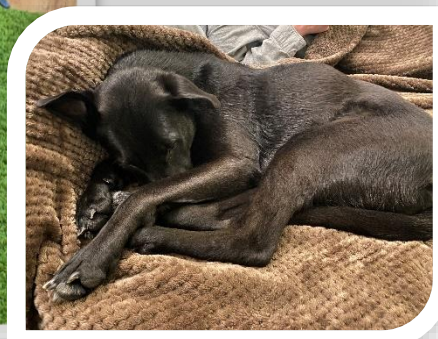
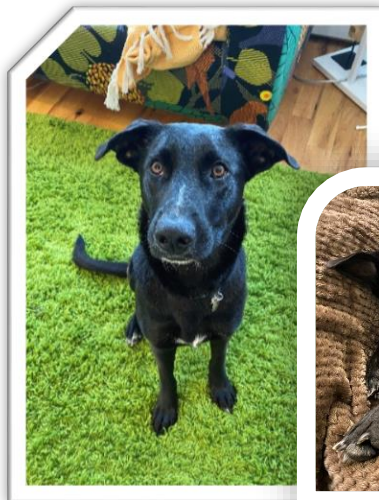
Stories

Cindi,

We took our dog to the Starr Farm Dog Park for the first time Friday after work, and she loved it so much we went back again Saturday. Pictured is Juna before and after this momentous discovery. Many thanks from these two exhausted dog parents

Thanks,

Kyle



Department accomplishments and notable staffing developments since the last report

- April Work Anniversaries – Kirsten Santor (1), Michael Donachie (2), Jonathan Sumner (8), and Ian Magnus (8)

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

- City Nature Challenge / Spectacular Nature Day on Sunday, April 30
- Green Up Day on Saturday, May 6
- Kid's Day at Roosevelt Park on Friday, May 19
- Kid's Day at Waterfront Park on Saturday, May 20
- The Leddy Beach Bites schedule is full with musicians and food vendors!

Waterfront Division Update

- **Parking:** Working with DPW to update ordinances to ensure they can enforce our lots
 - North Beach will be incorporated this year into DPW parking management, adding the last of our major parking lots under their parking services branch. Working with parking services to see if we can utilize our seasonal staff to be trained on their hand-held devices to check parking receipts to aid in enforcement.
- **Rangers:**
 - Both Rangers attended the Denver Ranger Academy in March. It was an excellent opportunity to see how a large-scale City addresses camping and encampments within Parks. Our Rangers were able to go through their training modules with the Denver Park Rangers, and were OC Spray

certified as part of their training. We plan to discuss new strategies that Denver uses and apply those initiatives to our new Urban Ranger policies.

- Ticketing ability is on schedule for April – although we will always strive to put education first. We also want to ensure our Rangers are adequately equipped with personal safety, as ticketing can cause aggravation and aggression.
- Urban Rangers plan on hiring 6 seasonal staff Rangers this Summer

- **Campground:**

- Reservations have opened with our new software system. We had a strong turnout on opening day for reservations, collecting almost \$200,000 in campsite revenues that day.
- Hiring process has begun to fill multiple seasonal staffing positions. Lifeguards remain a concern for recruitment, we are seeing far fewer certified applicants.
- Getting the Campground ready to open will be in full swing this month, as the Campground opens May 1st.



- **Marina:**

- The new Marina Manager, Rob Peterson, started March 31st. Rob comes to us from VT State Parks with extensive Parks and Waterfront Operations management. We are thrilled to have such a skilled professional joining us.
- Seasonal Slip payments are coming in steadily, with all payments due by May 15th
- The Antique Boat Show is coming back for another show on our docks on July 15th, this is always a fun, community event where the public can see up close some wonderfully restored vessels
- We are adding two new commercial boat businesses to the Boathouse docks for the 2023 season. These are both powerboats that will be providing small-craft cruises on the lake.

- **Events**

- We are in contract mode for all Summer 2023 events. This is a tedious but necessary process to ensure all Producers comply with State and local regulations within Waterfront Park.
- Two Nationally-touring music artists will be playing Concerts at Waterfront Park this Summer: Gregory Alan Isakov & our local star, Noah Kahan (2 nights)! It is great to have these concerts start up again this Summer.



Recreation Division Update:

Most summer camps are now full. We are in full swing preparing for the summer with seasonal staff interviews and hiring.

Recreation Programs & Camps

- Hoop Yogini class has begun and participants are learning many ways of how to use a hula hoop for flexibility, strength and balance.
- North End Yoga class has begun for the spring.



- American Sign Language-Continuing in ASL and ASL 2 classes have begun.
- Another round of Circus Fun Skills began in March
- The YMCA partnership classes are going well. Tai Chi, Balance, Mobility, & Core class.
- Another round of Line Dancing classes began in March
- Bolton Program: Through the ski season, we saw a gradual uptick of first-generation, BIPOC and first-time skiers and riders, with the most significant increase for session three
- Cultural programs put on in collaboration with the AALV, such as piano lessons and dance classes have continued through March. The hope is to renew these contracts through the Summer, with the goal of providing a public component and varied offerings to further expand access through the Summer and Fall.
- Another school-aged, nature-based outing took a hike around Colchester Pond recently.

Leddy Programs & Camps

- We are preparing for the start of the new Leddy-based Rec Specialist who will begin in April.
- April Cool Camp is filling up and staff are busy working out schedules and activities.
- From 12-2PM on April 29th, in partnership with the Champlain Valley Skating Club, the Spring Show will take place at Leddy Arena. This year's theme is "Express Yourself".

CORE Adult Center

- Reminiscing on Mondays continues to be a popular activity.
- Sewing with Taylor on Wednesday afternoon is focusing on potholders.
- Healing with Naomi continues to inspire us to heal our bodies using different touch points with no medicine.
- Age Well visited with a presentation about the SNAP program, which provides extra cash for food purchases each month.
- Along with the shopping and grocery trips, the group enjoyed a visit to the Gardener's Supply in the Intervale and The Teddy Bear Factory.
- We began seed planting in the art room with our growing station. Fingers crossed we have some plants for the garden.



- The center is looking forward to the gardening season.

Recreation Events

- Our department announced two events for our annual *Kids Weekend*. We will be partnering with Burlington Boys & Girls Club for an event in Roosevelt Park on Friday, May 19th and are happy to be returning to Waterfront Park for Kids Day Event on Saturday, May 20th
- Planning has begun for our Annual July 3rd Fireworks Celebration. We are expecting a great show this year and are expecting even larger crowds at our parks and beaches as we continue to see upticks for events as the country comes out of Covid recovery mode.

Athletics

- The womxn's indoor soccer program at the Miller Center ended on March 26. They will continue to play throughout the spring and summer at Starr Farm.
- The Melanie Davidian womxn's basketball league had its championship game on March 12. Team Folino's finished their undefeated season by winning their third championship in a row. They beat team Smooth, 59-46.
- The adult pick-up volleyball programs at the Edmunds Middle School will end the week of April 10.
- The Soccer Sparks clinics at the Miller Center for ages 3-9 ended on March 26.
- Burlington Youth Lacrosse will start their season very soon, based on when the fields are ready at Leddy. On March 18 & 19, they held two free clinics at the UVM Fieldhouse and had over 70 participants.
- Program registration continues for the spring itty bitty soccer and Maven after-school skate programs.
- 2023 summer athletics camp registration has been going very well, with many camps that are almost full. Camps offered include basketball, tennis, soccer, baseball, skateboarding, disc golf, ultimate, sailing/waterfront adventures, and volleyball. We will also have other programs during the summer: soccer clinics, track & field, itty bitty track & field, itty bitty tennis, adult beginner tennis, and adult tennis match & play.
- We have a couple more pickleball clinics in April at the Miller Center.
- The 1st Annual BPRW Round Robin Pickleball Tournament will take place the weekend of April 29 & 30 at the Miller Center.

Recreation Facilities Division Update

Leddy Arena

- Sunday, April 2 is the last day of studio ice at Leddy Arena. The following week the ice will be removed for the summer, reopening in early September. During the summer the studio rink serves as a rain site for many of our outdoor sports camps.
- Scheduled special events at the arena in April include a Champlain Valley Skating Club test session, Bellcate School family skate party, spring evening freestyle ice, April vacation week Cool Camp and 8 birthday parties as well as numerous private group rentals.
- A big thank you to Champlain Valley Skating Club (CVSC) who have volunteered to help produce and run our annual Spring Ice Show. Without an Arena Program Coordinator, BPRW staff did not feel we could pull off the ice show this year. However, CVSC and our skating professionals have stepped up and will assist in coordinating the event. The ice show caps the skating season and is especially important to our graduating seniors who appreciate this final opportunity to perform at Leddy Arena. The ice show is scheduled for noon on Saturday, April 29 - we hope you can join us!

- In April we hope to fill our vacant Program Coordinator position and to post the vacant Arena Maintenance Worker position so that we are fully staffed for our reopening in June!

Miller Center

- April continues to be buzzing at the Miller Center. April activities include a baby shower, four birthday parties, a 3-day VRPA Certified Playground Instructor course, April vacation week Cool Camp, our first annual Spring Pickleball Tournament, a UVM Extension course, Easter church services, four School Department meetings and a new dog training course on Thursday evenings! This is in addition to our regular user groups and our many private pickleball and basketball rentals.
- Miller customer service staff are very busy assisting families with summer camp registrations (and cancellations) and working to fill all of the empty slots that still exist in summer camps. James Allison has also taken responsibility for booking the department's picnic shelters, for which we get many reservation requests at this time of the year. People are definitely thinking spring and summer!
- Planning has already begun, in coordination with CEDO, on providing cooling centers again this summer. In addition, a City team has assessed the operations of the overnight warming shelter and will work towards developing more policies and procedures and planning in the event of future overnight shelter needs at the Miller Center.

CORE

- In March the ONE Center hosted a popular event celebrating Nowruz, the Afghan New Year. Co-sponsored by the Vermont Afghan Alliance and USCRI, this new event attracted 150 Afghan Vermonters and highlighted the culture, food and music of their community. To learn more: <https://vtdigger.org/2023/03/19/vermont-afghans-celebrate-nowruz-hope-for-a-sweet-future/>
- We are excited to welcome Haydee Miranda to the CORE staff. Haydee works part-time at BCA's events and will now also support off-hours events at the ONE Center. This should allow us to expand our evening and weekend programming and rental opportunities, opening the building up for even more visitors.
- We have reached an agreement with Very Merry Theatre for their exclusive use of the Green Room for costuming, and programming increasing their lease payment. Discussions also continue with Vermont Folklife Center for a possible long-term rental of office space and we have had inquiries from other groups seeking dedicated space - sadly we have no more space to lease out to outside organizations.

Park Division Update

Park Administration

- Worked to fill two full-time positions within the Division.
- Assisting across program planning for the spring season including completing various preventative maintenance and increasing the inventory of parts and supplies necessary for the spring season.
- Preparation for the activation of our seasonal facilities as well as in our City buildings that are moving out of the heating season and into the cooling season.
- Coordinating the use and preparation of our recreational fields.

- Working towards renewing existing MOU's and developing agreements with other youth organizations.

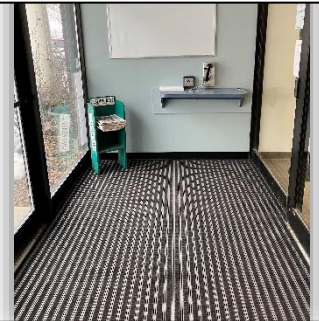
"ski to the east"

Conservation Program

- **Conservation Education**
 - Ongoing planning for the [City Nature Celebration](#)
 - Participation in the Burlington City and Lake Semester Spring Programming
- **Community Gardens**
 - All gardens are full except for 1 kitchen plot at Riverside and 1 half plot at Tommy Thompson.
 - Meghan O'Daniel, our community garden coordinator, does extensive outreach to our immigrant community to ensure access to the gardens
- **Trails and Greenways**
 - Ongoing winter bike path maintenance
 - Preparing for summer projects
- **General Conservation**
 - Successful hiring process for the Conservation Field Coordinator Position. Daniel Schmidt will be joining the department in July.
 - Development of public access plan and public opening of the Redstone Cottage at Kieslich Park.
 - Seasonal hiring underway



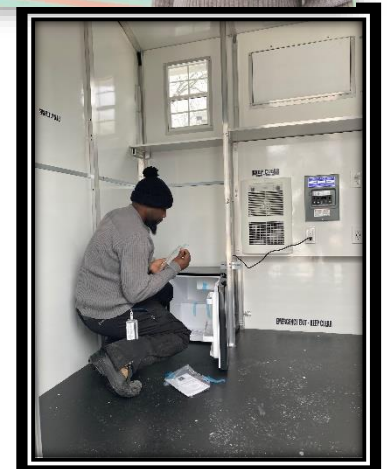
BPD vestibule improvements



Central Facilities Program

- Completed roof stabilization project at Memorial Auditorium.
- Added and repaired data lines in City Hall.
- Completed repair work on BCA elevator.
- Had new flooring and public announcement board installed in Police vestibule.
- RFPs posted to modernize the elevator at City Hall, have temporary fencing installed at Memorial Auditorium, have gutter work and roof repair done at Fletcher Free Library and to procure a consultant for energy performance contracting in City buildings.
- Commemorative stained-glass window hung at Fletcher Free Library,
- Worked with Maintenance team to begin upgrading ceiling lights in Library to LED.
- HVAC Specialist completed Pool Operator certification.
- Replaced an upgraded boiler and controls in City Hall.
- Troubleshoot and resolve heat issues at the BCA.
- Exhaust fan replace at Pine Street.
- Controller replaced for Co2 monitoring in equipment maintenance.
- Both members of HVAC team started Natural Gas certification class.

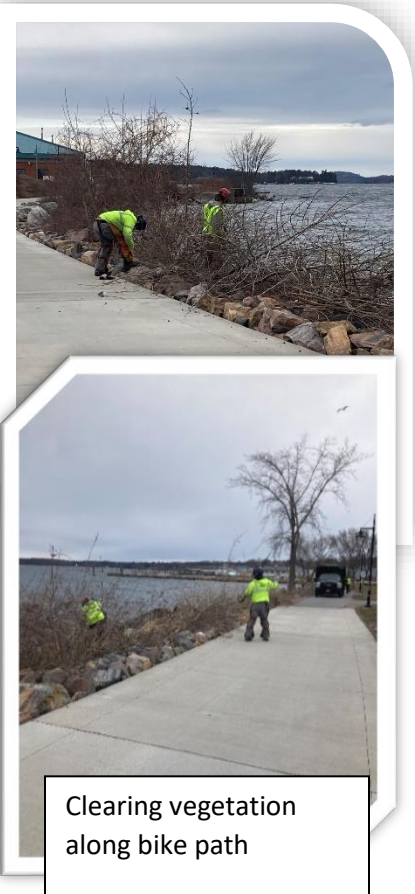
Elmwood pods – Kenroy, BPRW
Property Services Caretaker



- Started Spring PM of HVAC equipment and filter changes.
- Graffiti removal at City Hall, BCA and 200 Church Street.
- Contracts signed for window repair and renovation at the BCA.
- Drywall repair and painting at Pine Street.
- Renderings done by architect for Police Station front entry repair and upgrade.
- Started interior painting at NNE Library.
- Storage units built and installed at Elmwood temporary shelter.
- Blinds installed at Elmwood temporary shelter.
- Replacement heaters installed at Elmwood temporary shelter.

Trees and Greenways Program

- Responded to resident requests as needed.
- Received Tree City USA designation from National Arbor Day Foundation for 29th year.
- Supported Parks and Recreation team with snow plowing.
- Marked all spring tree planting sites for confirmation by Dig Safe.
- Removed vegetation along west side of bike path between Perkin's Pier and Roundhouse Point to open view.
- Completed pruning of trees in Branch out Burlington City nursery.
- Completed pruning of all trees on west side of Shelburne Rd. From roundabout south to Homes Ave.
- Completed pruning of all trees in Roosevelt Park.
- Mulched all street trees planted between spring of 2020 and fall of 2022.



Clearing vegetation
along bike path

Park Facilities Program

- We had to replace a memorial bench on Cove beach that was hit by a vehicle.
- We helped Central Facilities deliver voting equipment for the recent elections.
- Our electrician installed a new heater at the Elmwood Pods.
- Our electrician replaced a 200 amp breaker in City Hall Park that is used for events.
- We started a project to replace any remaining fluorescent light fixtures in our buildings. It's a huge team effort. We have spent 3 days at Fletcher Free Library and expect another 6 days to complete.
- Schmanska Barn has had all 10 fluorescent light fixtures replaced.
- We have started dry fitting our parks out buildings anticipating turning the water on when the weather permits.



- We have been working at the Stone Cottage installing paper and soap dispensers and extra ethernet ports anticipating moving in the new space.
- As a group we completed all the required yearly trainings.
- Parks Facilities just filled our vacant buildings, Marina and Events maintenance worker position

Cemetery Program

- Sold 2 new lots for burial in the month of March
- Staff performed 1 Full burial in the month of March
- Continued burial card entry in Pontem – process includes research into actual lot ownership, correct names of the deceased, and updating maps as well as logging information in Pontem. We are through the "R's"!
- Performed grounds and equipment maintenance
- Plowed and salted cemetery roads, walkways, and parking areas as needed
- Rented the Louisa Howard Chapel for 2 wedding ceremonies
- Worked in Civic Rec to streamline chapel rental process
- Worked on updating maps for newer sections (Single 1, 3, 5, and 7) using GIS

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Installed new Basketball rims at Leddy Park and Appletree Park and Smalley
- Supported Elmwood Pod community
- Performed Playground maintenance
- Performed equipment maintenance
- Plowed and salted parks as needed
- Installed new tennis nets at Calahan Park
- New adult Lacrosse goals at Leddy Park
- Started spring cleanup /repairing plow damage
- Prepping Baseball fields
- Patiently waiting for snow to melt on lacrosse and softball fields for maintenance!!

Planning Division Update

- Projects Progressing:
 - **Champlain Street Park Redesign:** Request for Proposals to be issued this month. Applying for a grant to help support the anticipated cost of implementation.
 - **Dewey Park Memorial Sculpture and Annex Refresh:** Collaborating with BCA and REIB on moving all parts of the projects forward. Met with canopy vendor for consideration in the park. Coordinating artist' refresh of the street mural in May.
 - **Leddy Park Comprehensive Plan:** Planned review of concepts with city team this month with a view to a public meeting in early May to garner feedback on the proposed vision and design.



Lighting project at library



Court repair

- **Leddy Pause Place and UVM Fitness Equipment Pad:** All approvals received for contracting with the contractor. Schedule for implementation to be determined soon but aiming for late May/early June during arena closure.
- **Oakledge for All Universal Access:** Construction re-start imminent. Held preliminary meeting with Oakledge for All to plan a grand opening. Stay tuned to hold a date in your calendars!
- **Pomeroy Park Playground:** Internal designing will begin imminently. Community input will be sought in the coming months as the process unfolds. Ongoing.
- **Roosevelt Park Tennis Courts:** Construction start date dependent on a spring thaw!
- **Roosevelt Park Comprehensive Plan:** Work on the public outreach strategy continues and will be aiming to start with students. Request for proposals posted. Closing date is April 20th.
- **Schifilliti Path:** State partners are doing a final review of construction documents. Aiming to bid the project this spring for fall construction.
- **Survivors of St. Joseph Orphanage Project:** Continuing to support the Voices of St. Joseph Group with technical support for their fundraising efforts. Their exhibit is now at the Vermont Law School – visit it if you can!
- **Urban Forestry Plan:** Request for proposals garnered two proposals. Reviews to begin this month for contracting by early summer.
- **Waterfront Park Wayfinding:** Working with partners who submitted a community request for a tactile sign at Waterfront Park. Site visit to be scheduled with partners and members of the Burlington Advisory Committee on Accessibility (BACA).
- Projects supporting other divisions/ departments: (abbreviated)
 - Dredging of the Marinas
 - Playground Equipment and Compliance
 - Great Streets/Main Streets
 - Frame Phase 2
 - Barge Canal Reuse Planning
 - Battery Street Corridor Study
 - South End Planning

Admin Division Update

- The first phase of the Red Stone Cottage inside renovations will wrap up by mid-April, finishing outside work in the spring.
- Working with Kirsten Santor, our Recreation Manager and CAPRA Coordinator around a process toward accreditation.
- Applied for an AARP grant for an intern to complete GIS work supporting accessible parking and placement of benches to make our parks more welcoming to the 50+ population.
- The process of acquiring the Elk's land is wrapped up and we will plan for an event celebrating it in the spring or summer.
- Working closely with the Dog Task Force to finalize work. Presented to City Council on progress in March.
- Welcome to new part-time Graphic Designer, Annamarie (AM) Gavin, who comes to the department with a wealth of design, branding, user experience, and marketing experience for diverse clients in Vermont and beyond.
- Marketing continues to promote youth and adult programs, events, campground, RFPs, hiring, and Parks messaging widely across all channels.
- Marketing is supporting recruitment efforts for seasonal positions through social media and job fairs.

- Summer Camp promotions continue with a focus on multi-lingual translated materials and a second push for camps that have openings. Marketing will launch a new “micro-site” for summer programs at the end of March.

Commission notes

- No additional notes

MEMO

Date: April 7th, 2023
To: Burlington Parks and Recreation Commission
From: Sophie Sauvé, Parks Comprehensive Planner
Subject : FY24 Penny for Parks Projects and

Overview

The Department continues to prioritize projects based on the 2015 Parks Comprehensive Plan in addition to community requests received on a yearly basis and emergent needs.

As in previous years, we are undertaking comprehensive plans of parks ahead of major renovations, to confirm placement, as well as identifying needs related to level of service, accessibility, and connectivity while balancing the ecology of the site. These evolve based on robust community engagement processes. Leddy Park's Comprehensive Plan is an example of this planning effort and is ongoing since 2022; planned for wrap up in late summer 2023. Roosevelt Park's comprehensive planning process will start in coming months.

The spreadsheet below indicates the projects that are either active now and will overlap into FY24, or projects that will begin in FY24. While the majority of the projects listed are funded through Penny for Parks, we have also successfully secured grant funding and bond funds to support our upcoming work.

FY24 Parks Capital Plan

Projects to be started in FY24

Projects continuing from previous FYs

Project Budgets that are held year-to-year

PENNY FOR PARKS (PFP) and PARK IMPACT FEE (PIF) PROJECTS	PIF/PFP	BUDGETED FY24
Arms Forest - Trails (From FY21) [plus see CLF for additional funds]	PFP	\$0
Calahan Park - Court and stormwater design	PFP	\$80,000
Champlain Park - Pocket Park construction	Grant/Donation/PFP/PIF	
Kieslich Park - Natural Trail (North Avenue Trail)	PFP	
Kieslich Park - Stone House - construction (311 North Ave)	PFP/CLF/Donation/Grant	
Leddy - Bike Park design	PFP/Donation	
Leddy - Bike Park Construction	Grant	\$50,000
Leddy Park - Comp Plan - include playground and shelter design	PFP	
North Beach - Park Improvements	PFP	\$20,000
Oakledge Park - Restroom Renovation	PFP	\$25,000
Oakledge Park - playground, restroom, beach access, parking	Grant/Donation/PFP/Bond	
Perkins Pier - Gates (Marina)	PFP	
Pomeroy Park - Tot Lot	PFP	
Pomeroy Park - Playground	PFP	\$100,000
Roosevelt Park - Tennis Court Resurfacing	PFP	
Roosevelt Park - Tennis Court Resurfacing	Assigned	
Roosevelt Park - Park Comp Plan	PFP	
Schifilliti Park - Accessibility to Fields	PFP	\$16,000
System wide - Bike Rack expansion	PFP	\$10,000
System wide - Court Repairs	PFP	\$25,000
System wide - Park Facility Improvements (Lighting)	PFP	\$20,000
System wide - Park Comprehensive Planner (from GF)	PFP	\$37,000
System wide - Standard Equipment replacement	PFP	\$25,000

**Community Request FY21

**Community Request FY22

**Community Request FY22

**Community Request FY23

System wide - PFP Community Requests	PFP	\$0
System wide - PFP Emergent needs	PFP	\$35,000
System wide - Playground equipment and wood fiber	PFP	\$25,000
System wide - Signage and Wayfinding	PFP	\$25,000
System wide - walkway improvements (curb cut/access)	PFP	
System wide - Parks Planning Contractual Services	PFP	\$3,000
Public Art - 1%	PFP	\$1,000
Total Budgeted		\$ 497,000

*We have a balance in Community Requests as when we cannot address a project within the FY, we parse it out as an individual project. An example in FY24 is the new project Schifilliti Park - Accessibility to Fields (**)

PARKS SPECIAL PROJECTS	Source of Funding	Budgeted FY24
Boathouse Feasibility	Bond	\$0
Boathouse Improvements - Dredging	Bond- Annual CIP	\$495,000
Calahan Park Pathway	State	\$286,400
Calahan Park Pathway	Bond	\$71,600
Dewey Park Refresh	Assigned Fund	\$0
Leddy Park - North Gully	State	\$26,000
Leddy Pause Place	Bond/ Donation	\$0
Lakeview Cemetery	Bond	\$50,000
Schifilliti Park Pathway	State/DPW	\$0
Starr Farm irrigation	Bond	\$75,000
System-Wide		
Accessible Surfacing	Bond	\$75,000
Water Distribution	Bond	\$75,000
Urban Forest Plan	Bond	\$40,000
Bond Budget/Totals		\$1,194,000

BTVStat 2023

1. Recreation Facilities

- Facility Usage
- Facility Revenue

2. Recreation Programming

- Program Participation
- Summer Meals Served
- Summer Funding



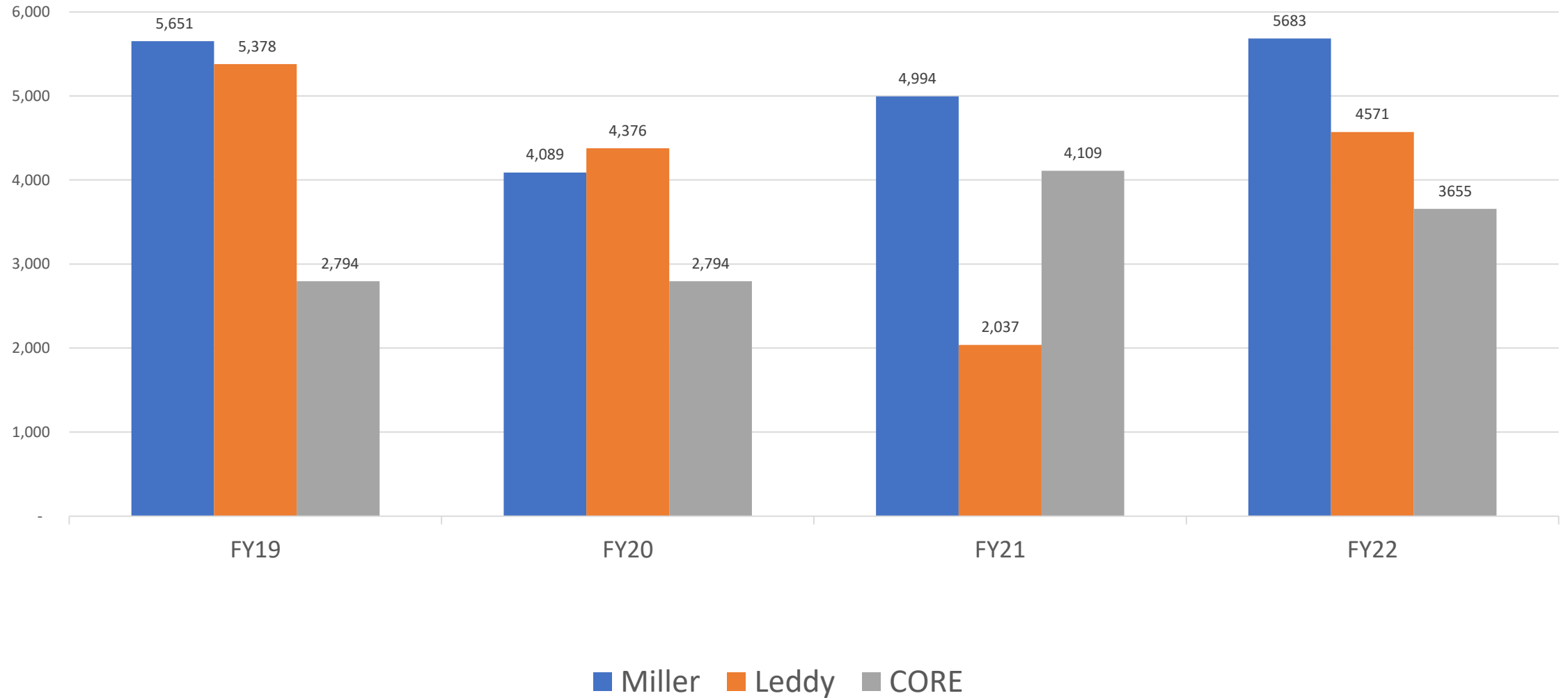
BURLINGTON
**PARKS
RECREATION
WATERFRONT**



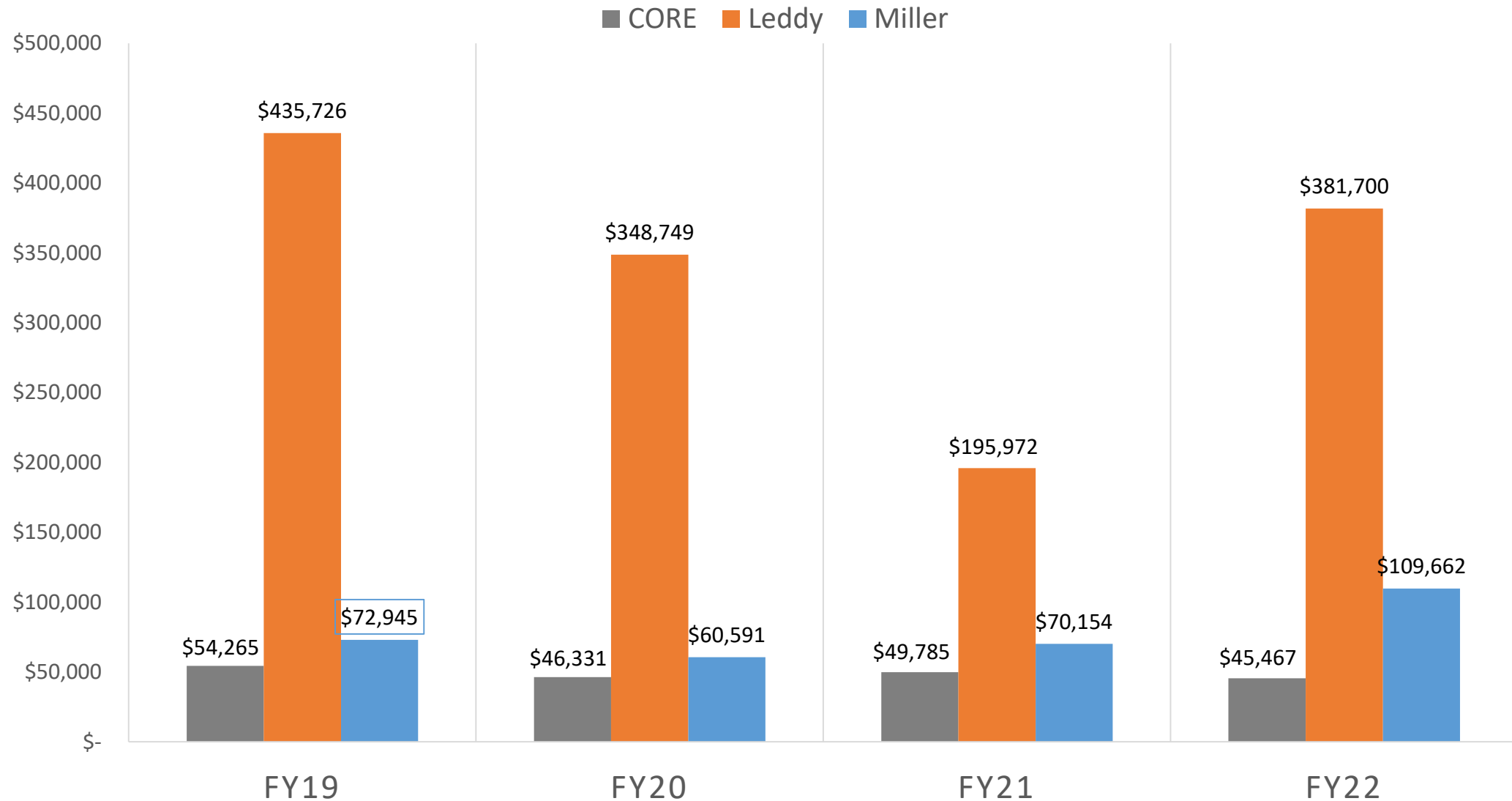
Recreation Facilities

Facilities Usage

Use - In Hours

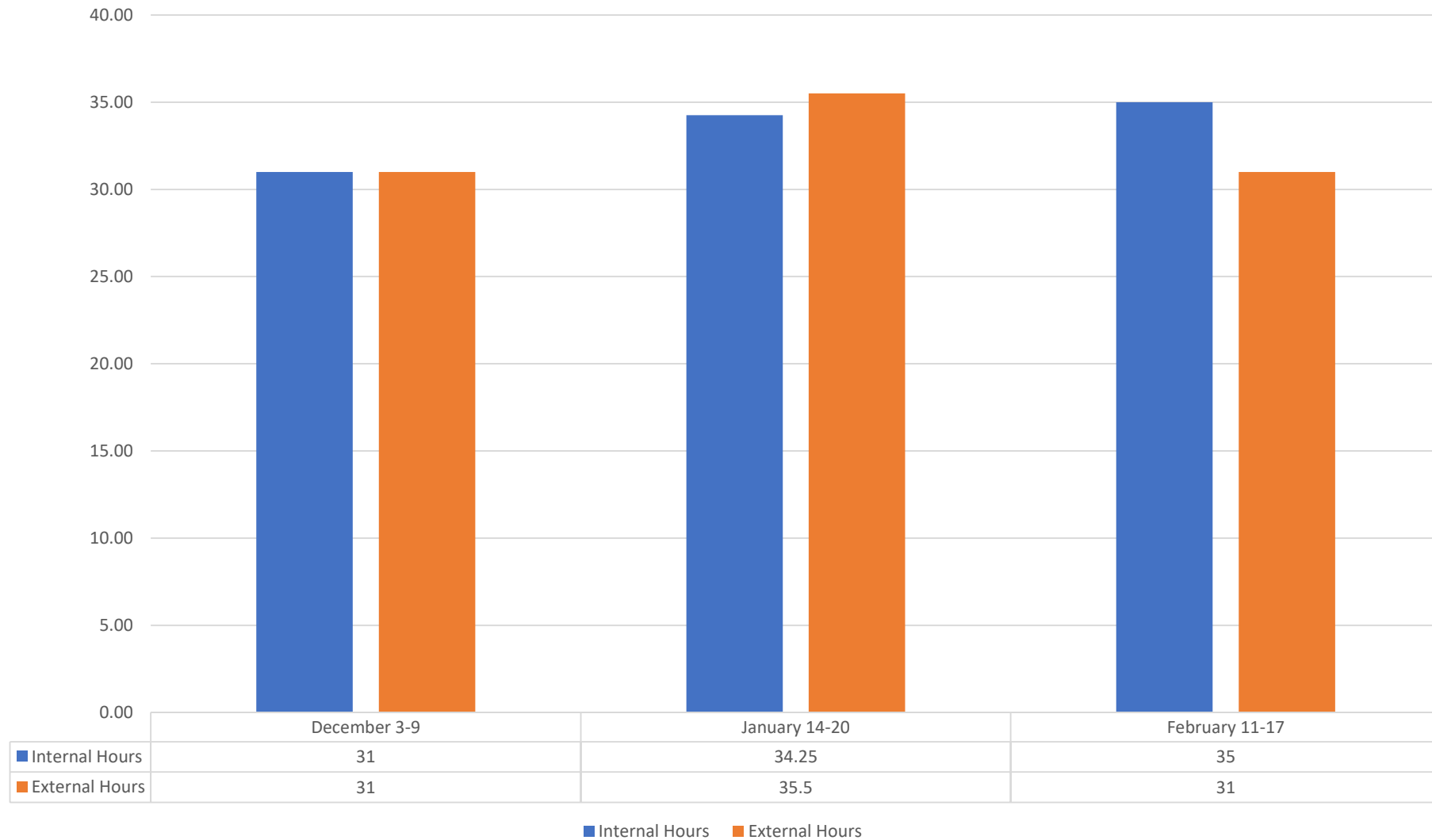


Facilities Revenue



Facilities Revenue

Internal vs External Hours - Miller Gym

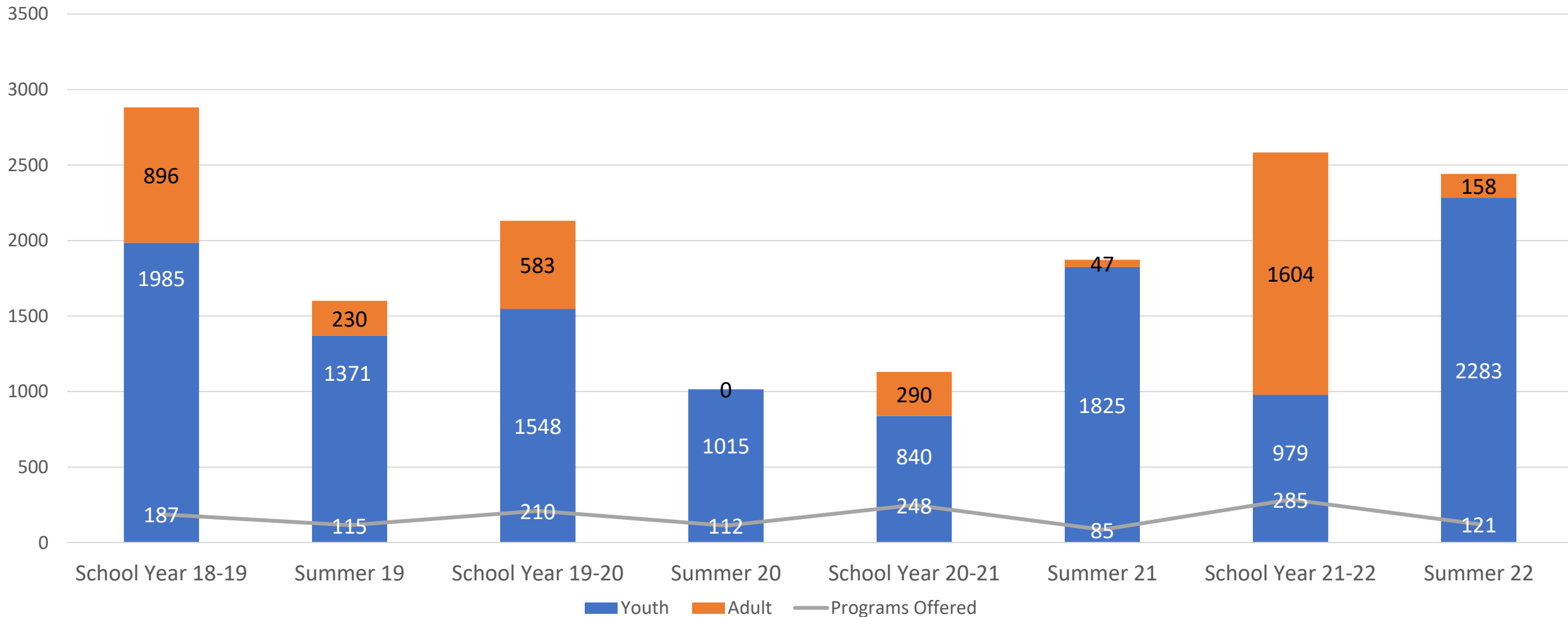




Recreation Programming



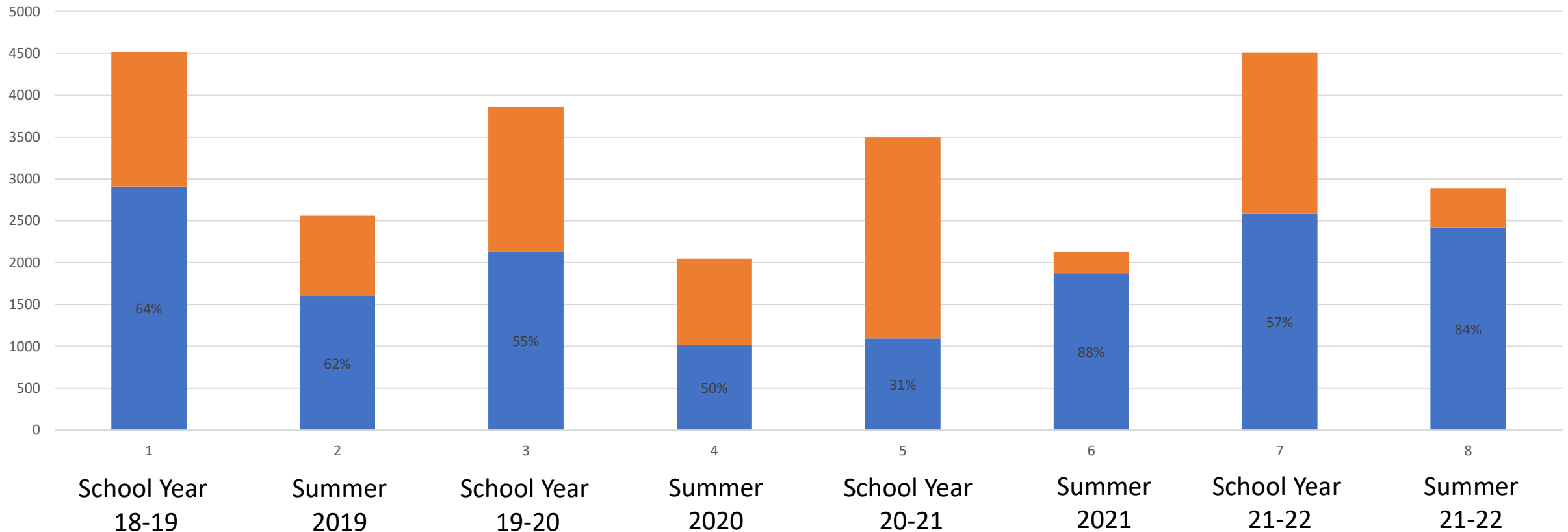
Program Participation



Program Capacity / Slots Filled

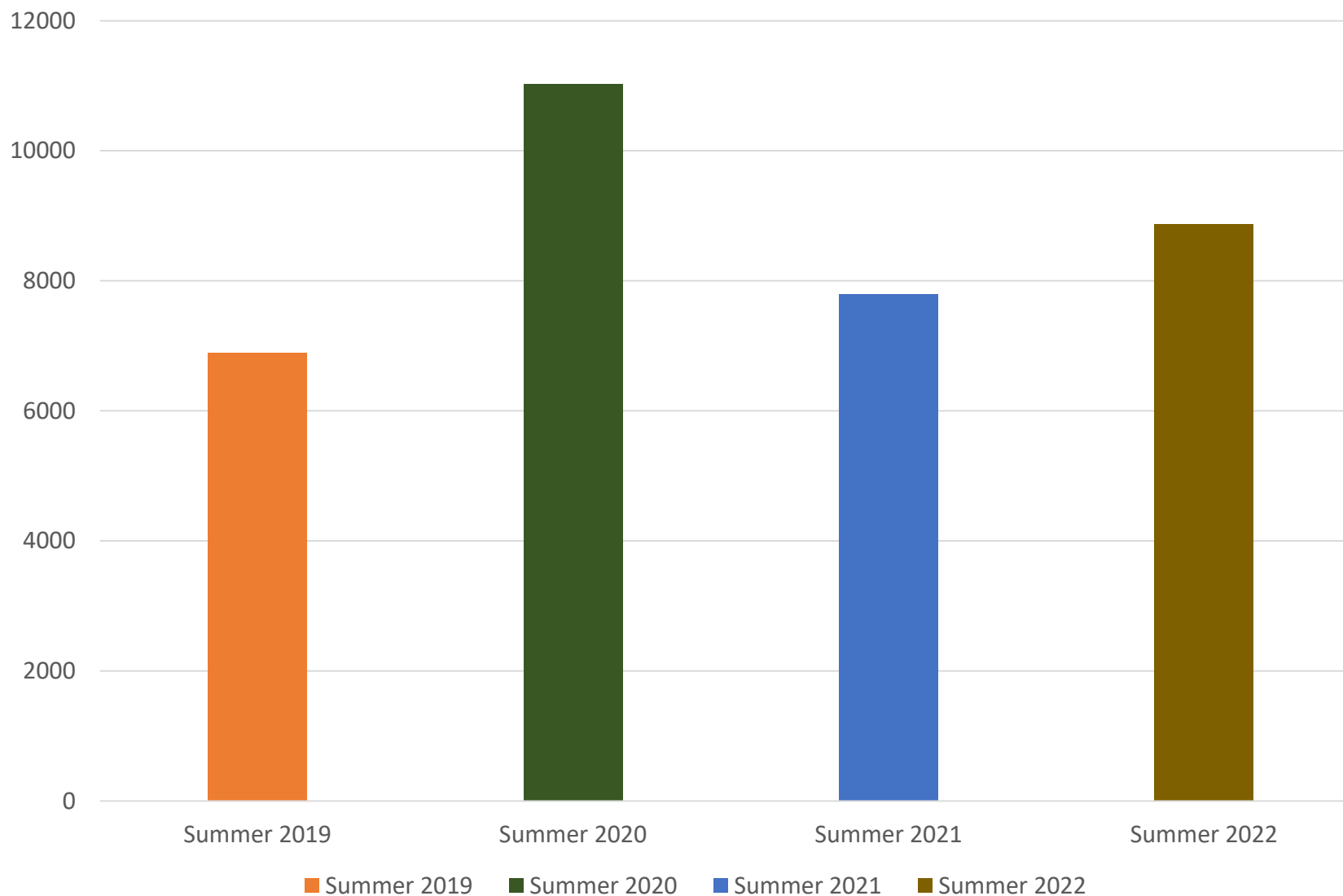
SLOTS FILLED – BLUE

SLOTS EMPTY - ORANGE



Recreation & Nutrition Program

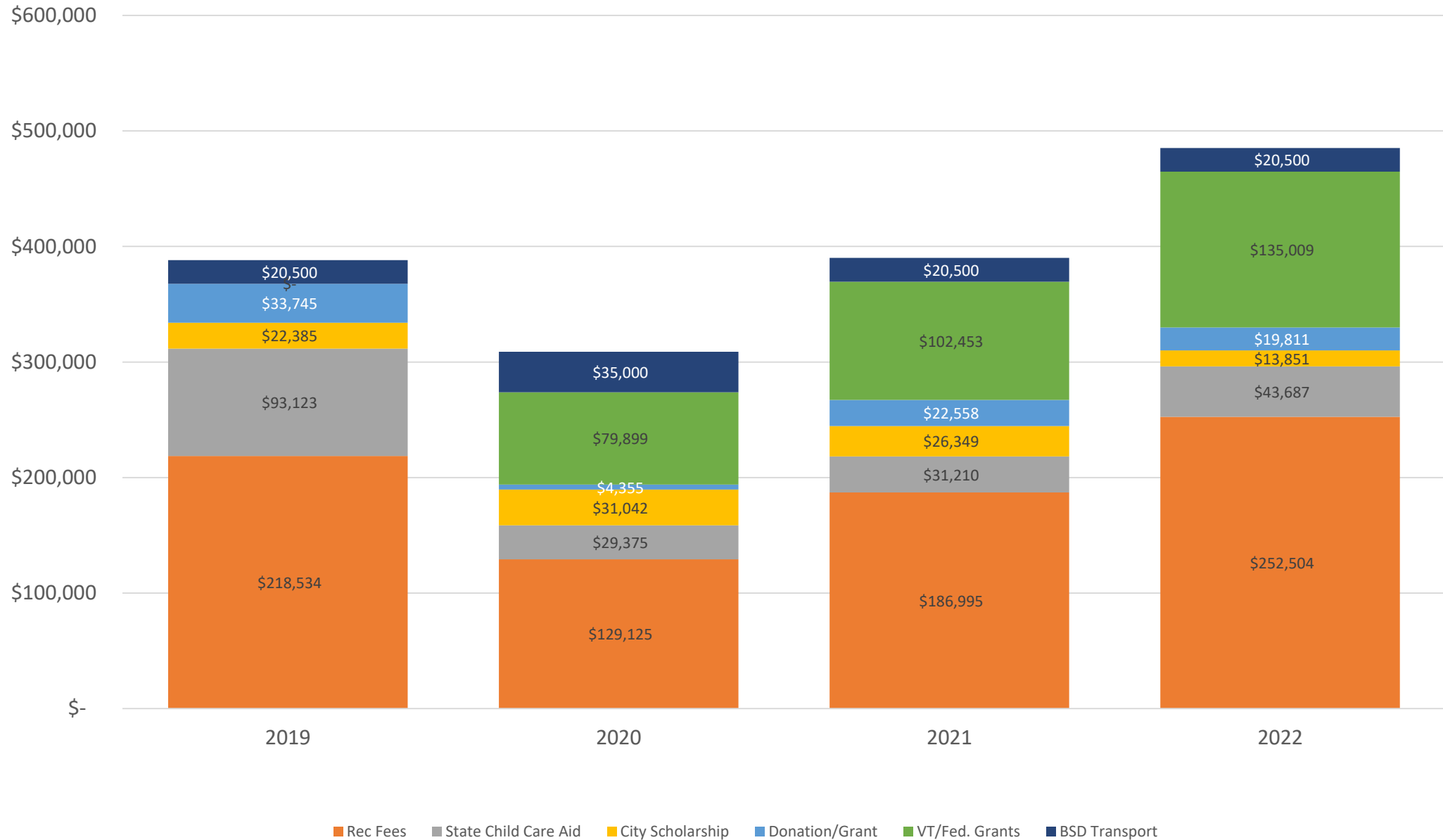
Summer Meals Served





BURLINGTON
RECREATION

Recreation Summer Funding



Questions?



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RECREATION
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