



PARKS & RECREATION AND HARBOR COMMISSION

March 14, 2023, 5:30PM

645 PINE STREET, FRONT CONFERENCE ROOM

Zoom Link

<https://zoom.us/j/94835086507>

Webinar ID: 948 3508 6507

Phone: 1-301-715-8592

AGENDA

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of February 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 City Hall Park by CVOEO
*waive the reading and approve the request for special use permit and sound waiver
 - C. Action Item: Approval of Request for Sound Waiver at Leddy Park by Loom Ensemble
*waive the reading and approve the request for sound waiver
 - D. Action Item: Approval of Request for Special Use Permit and Sound Waiver at Oakledge Park for Cystic Fibrosis Foundation
*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 Moran Frame by Friends of the Frame
*waive the reading and approve the request for special use permit and sound waiver
- III. Action Item: (10 min.) Parking in Parks Permission, Alec Kaeding, Campground & Beach Manager, BPRW (attachment)
- IV. Public Forum: (Time Certain 6:00PM)
- V. Information Item: (10 min.) Playground Campaign Concept, Jon Adams-Kollitz, Associate Parks Project Coordinator, BPRW (verbal)
- VI. Action Item: (15 min.) Dogs at Large, Cindi Wight, Director, BPRW (attachment)
- VII. Discussion Item: (15 min.) PACC Dog Force Update, Cindi Wight, Director, BPRW (attachment)
- VIII. Information Item: (15 min.) General Fund Budget, Cindi Wight, Director, BPRW (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. Adjournment

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



MEMO

Date: February 28, 2023
To: BPRW Commission
From: Abra Clawson, BCA Event Manager
RE: Special Use Permit for May 13, 2023

Request for a Special Use Permit at City Hall Park to hold an public reception from **12pm to 3:30pm** on **May 13, 2023** and for a waiver to allow amplified sound.

CVOEO will be holding a public reception to celebrate a temporary public installation in City Hall Park. The reception will mostly be contained to the BCA patio, though guests will be encouraged to wander through the park and investigate the installed signage. There will be two tours guided by VT Folklife which will move around the park.

This event is expected to have around **70** participants and **10** volunteers/staff. Partnering organizations include Vermont Folklife, who will be guiding visitors through the installation. CVOEO will be working with BCA to ensure all vendors follow the required guidelines and go through the proper process including having a Certificate of Insurance. They and BCA staff will be responsible for site clean-up.

The proposed schedule from CVOEO is as follows:

12pm	Set up
1pm	Opening Remarks
1:30pm	Tour #1 – led by VT Folklife
2pm	mingling
2:30pm	Tour #2 – led by VT Folklife
3pm	Event ends
3:30pm	Load out complete

Amplified Sound will take place intermittently between **1pm** and **3pm**. They have already booked City Hall Park.

Contact for the event is **Jason Rouse**.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: March 14th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Loom Ensemble Special use Permit for July 29th, 30th & 31st, 2023

Request for waiver at Leddy Park to allow for a special use permit and amplified sound for a performance on July 29th and July 30th (with a rain date on July 31st).

Loom Ensemble has been devising dance-theater for culture shift since 2010. They use their performances to open difficult conversations, and then facilitate community discussion to unpack the emotional vulnerability and cultural taboos of each show. In that shared space, the social value of art made from a place of deep integrity becomes clear: our actions matter, new ways of living are possible, together we can build a more loving world.

Their current project, "Tell Me How You Breathe". The focus of the performance is that air may be the last public commons, yet the impact of airborne illness, pollutant particles and mass deforestation is not evenly distributed. Even as the pandemic begins to fade, "who gets to breathe freely, fully and with ease" is still a necessary question. In "Tell Me How You Breathe", Loom Ensemble will bring a racially diverse group of professional dance-theater performers into public parks across New England. With the nourishment of participatory ceremony and song, they ground this political conversation exploration in the physical body, developing a performance that is vulnerable, brave and inviting. Loom Ensemble is working to create a container for audiences to process grief and collectively envision what flourishing could look like for themselves, their families and for their extended communities. This will be funded by the New England Foundation for the Arts.

Audiences will gather on picnic blankets and folding chairs. This will be a family friendly event that is accessible to all. They will be selling tickets in advance but also have a suggested donation for passersby who are interested in watching. No one will be turned away for lack of funds.

The amplified sound will take place from 5pm to 6:30pm both nights of the performance. It will include live instrumentalists and amplified speaking by the actors.

Staff contact for the events is Raphael Sacks.

The requests are on days with no conflicting events.

Staff Recommendations:

Allow waiver for amplified sound.





MEMO

Date: March 14th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: CFF Special Use Permit for September 17th, 2023

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

The Cystic Fibrosis Foundation (CFF) will be hosting their annual walk at Oakledge Park on Sunday, September 17th. Fundraising efforts for this event help support their mission to cure cystic fibrosis and to provide all people with CF the opportunity to lead long, fulfilling lives by funding research and drug development, partnering with the CF community, and advancing high-quality, specialized care.

This event is expected to have around 300 participants and 20 volunteers. They are requesting use of the Bike Path from Oakledge Park to Perkins Pier and back. CFF is anticipating that they will be providing complimentary snacks for participants but if that changes are prepared to work with the Department to ensure all vendors follow the required guidelines and go through the proper process. They are prepared to provide extra portalets if needed and their staff and volunteers will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The amplified sound will take place between 9am and 12pm, and will consist of a DJ and announcements. They have already booked the Upper Shelter at Oakledge Park.

Contact for the event is Jim Gilbert.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: March 14th, 2023
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Friends of the Frame Programming at the Moran Frame, 2022

Request for waiver at the Moran Frame to allow for amplified sound for Friends of the Frame events and programming throughout 2023.

Friends of the Frame organized to facilitate the sustained use of The Frame as an ever-evolving public space. Their goals are to present high-quality, inclusive public programming, to support ongoing stewardship and to procure funding for the Frame. They are currently engaged in a pilot agreement with the City of Burlington.

There will be weekly programming organized by Friends of the Frame throughout the Summer and Fall at The Frame, both with and without amplified sound, food vendors and occasionally bar services. Weekly programming will include "Flicks at The Frame" movie nights on Thursdays and Lawn Games on Saturdays. There will also be community art installations programmed throughout the year.

Friends of the Frame contact is Zach Campbell.

Staff Recommendations:

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



MEMO

Date: March 14th, 2023

To: Parks Commission

From: Neil Preston, Lead Urban Ranger

CC: Cindi Wight, BPRW Director, Erin Moreau, Waterfront Superintendent and Alec Kaeding Waterfront and Parks Operations Manager

RE: Parking Request for Community Outreach & Resource Advocacy (CORA) in Parks

I am writing in response to the request of how the Parks Commission could support the Park Ranger program and the intersection with unhoused park users. As you know, we have been building connections throughout the social services network of Burlington and developing relationships within the unhoused community who use our park system. Based on what we have learned and observed we have arrived at an appropriate and manageable request related to parking.

In August the Rangers began collaborating with the Community Outreach & Resource Advocacy (CORA) team. Over the past few months CORA has consistently responded to requests for support in the park system. The outreach support delivered has serviced basic and complex needs. The level of service provided ranges from material needs (blankets, food, clothing) to complex ongoing support- connection to medical services, rides to/from social service appointments, guidance to housing services and guidance to substance abuse disorder treatment services.

In 2021 the CORA team developed a mobile resource unit to deliver services across Burlington. The CORA box truck is equipped with computer stations and a small office space. This “truck stop” serves as a hub to connect people to services and material support.

Based on ordinance **22-16 Motor vehicles subject to park regulations:** No automobile or other motor vehicle shall be taken into or driven upon any public park, except upon such drives and subject to such regulations as the park commission may from time to time especially designate by public notice set up for that purpose within the park. (Rev. Ords. 1962, § 3915) many of our parks do not permit parking in the parks by private groups. It is for this reason we **request a 1-year parking permit for the CORA mobile outreach unit.** Parking locations and egress used would be requested through our permit system with the Parks Outreach Coordinator.

The goal in supporting the CORA team this way is to guide park guests who are struggling upward to services and support that will improve the condition of our community and parks. Establishing a routine for this type of support is seen as critical to keeping clients engaged in services.



It has been clear since the Ranger program launched in May that transient and unhoused people are spread throughout the park system. The expressed public concern for safety and welfare of park users has also been consistent since the beginning of the Ranger program. Creating a partnership and supporting a space for the CORA team in parks will help ease the concerns of the public and provide services to those in the unhoused community. Thank you for your continued support and for consideration of this parking request.

MEMO

To: Parks Commission
From: Cindi Wight, Director of Parks, Recreation & Waterfront
CC: Erin Moreau, Waterfront Superintendent
Date: March 14, 2023
Subject: Enforcement of dogs at-large in City Parks

Request:

To authorize the update of Chapter 5-13 to add Urban Park Rangers to the list of officials allowed to enforce city ordinances related to dogs.

OVERVIEW

The City hired the first Urban Park Rangers in May 2022 to support the Parks, Recreation and Waterfront Department and Burlington Police Department in enforcing rules in City Parks. As they are a new position to the City, we need to add them into the ordinances, where applicable, giving them the authority to enforce park and overall City rules, such as at-large dogs.

Motion

To approve and recommend to the City Council that it accept, authorize, and place in all stages of passages the amendment to Chapter 5, section 13, of the Burlington Code of Ordinances, as outlined in the attached ordinance change form.

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: PACC – Shannon, Barlow,
Dieng

Public Hearing Dates: _____

In the Year Two Thousand Twenty-Two

An Ordinance in Relation to

CHAPTER 5, PARKS—SECTION 13, DOGS - DEFINITIONS

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

1 That Chapter 5, Parks, of the Code of Ordinances of the City of Burlington be and hereby is amended by
2 amending Sec. 13, Definitions, thereof to read as follows:

3

4 5-13, Definitions

5 The following definitions shall apply to this article:

6 *At-large.* At-large shall mean not under the control of the owner, or another individual either by leash, cord, chain
7 or other similar means of physical restraint.

8 *Dog.* Dog shall include both male and female of the canine species. Dog shall also mean any animal which is
9 considered to be a wolf-hybrid as defined in [20](#) V.S.A. § [3541](#)(6).

10 *Enforcement official.* Enforcement official when used herein shall mean any animal control officer, police officer,
11 poundkeeper, Urban Park Ranger or other individual specifically designated by the city council to enforce the
12 provisions of this chapter.

13 *Owner.* Owner shall include any person or persons, firm, association or corporation owning, keeping or harboring
14 a dog.

15 *Vicious dog.* Vicious dog shall mean a dog which attacks or bites a person or other domestic pet while the dog is
16 off the premises of the owner or keeper, and the person or pet attacked or bitten requires medical attention.
17 Vicious dog complaints shall be investigated pursuant to section [5-27](#)(b).

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27 * Material stricken out deleted.

28 ** Material underlined added.

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33 CW/ Resolutions 2023/CHAPTER 5, PARKS—SECTION 13, addition of underlined material.

34 [date]

BURLINGTON DOG TASK FORCE QUARTERLY REPORT

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

Report No. 2 – Thurs Feb 2, 2023

Membership Updates

- The full dog task force meets monthly; subcommittees meet outside of those meetings.
- Maria Karunungan is now chairing the Dog Task Force.
- Yusuf Abdi is the new BPD representative on the task force.
- A community member who is also a member of the Conservation Board has joined the off-leash subcommittee and has been attending the larger meetings (Kyle Tansley).

Updates on Dog Task Force Scope of Work

- Review current city programs and policies including other dog task force work.
 - Current city ordinances have been reviewed & changes drafted by the ordinances subcommittee; the draft changes will be reviewed by the full Dog Task Force in February & March. Final recommendations are partially dependent on a review of data from police (procuring detailed data on dog/cat incidents has been a struggle).
 - A review of prior task force work in 2013 & 1998 revealed that the proposed designation of additional off-leash spaces was never completed. The off-leash subcommittee has updated proposed spaces based on current program usage, and a [survey](#) is now currently collecting feedback on these before piloting and testing new areas.
 - See below for other city programs, licensing, and education.
 - Conduct an educational campaign regarding off-leash dogs, dog attacks, dog feces not being picked up, and dog barking.
 - We have created and shared the following public service announcements: [Poop Clean Up \(spring\)](#), [Leash Your Dog \(Off leash dogs' impact on wildlife/plants & conservation efforts\)](#), and most recently, [Barking](#)
 - We have drafted an annual calendar of monthly topics to go out on various City of Burlington departments' social media, Front Porch Forum (see [Appendix A](#)); a final draft will be reviewed by the Dog Task Force prior to inclusion in the final report of recommendations.
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- See [Appendix B](#) for additional working ideas
 - Review licensing rules and make recommendations
 - We have initiated conversation with the CAO on reallocating/sharing of new growth in licensing programs to support the Dog Task Force work
 - The City of Burlington has modernized the process by creating an online option for licensing.
 - We have reviewed information from the City of South Burlington regarding cats and they do license cats; Dog Task Force will be discussing at Feb 27 meeting
 - Another area that has become clear is the need to incentivize licensing; we suspect that Burlington is severely under-licensed:
 - 1255 dogs licensed in FY2012 (per off-leash 2013 report, in which the Humane Society had also estimated the number of dogs in Burlington was closer to 7000)
 - 826 licensed in FY2022 (per City Clerk)
 - We have learned that not licensing an animal is not enforced because when incidents occur it is not currently part of Burlington PD operating procedures to find out if an animal is licensed.
 - Review compliance and policy enforcement and make recommendations
 - It has taken more time than anticipated to receive information from the PD about current practices regarding responses to incidents.
 - Questions about reporting have emerged. Nothing is segmented for dogs in online incident report or See Click Fix;
 - Open question of whether the “victim” has to know the name of the attacking dog’s owner in order for the PD to investigate.
 - Review of stray dog policy is forthcoming
 - Generate a final report to be presented to the City Council
 - We will set a goal for the final report at our February or March meeting
 - Plan Pet/Dog Events, Activities and Celebrations, i.e., National Pet Day or National Dog Day Celebration - See Appendix A
 - Review current funding allocated to our municipal dog/pet resources and make recommendations - See above regarding education, licensing, off-leash areas

Appendix A - Proposed Annual Education Calendar

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

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

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

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – March 2023

Stories

"I'm so proud of how they teach these kids. How much fun they have. The way the program was run. I couldn't ask for anything better. When we left Feb 18, she said mommy I can't wait for next year. Job well done Parks an Rec. Thank you to all coaches that volunteered. To practice every week with these kids. They got better and better as the season went on. You could see the growth in all teams. Can't forget about the referees. A lot of times you don't remember the refs, but these guys were so much fun the whole season. The passion they showed for the kids was heartwarming. Did I mention funny. Job well done refs. Glad I could be a witness to an outstanding all-around program. Until next year Parks and Rec, you rock."

Department accomplishments and notable staffing developments since the last report

- March Work Anniversaries – Holli Bushnell (5), Stan Bajuk (11), Josh Cushing (3), Gene Aube (33!)
- Hired a Marina Manager and Deputy Harbor Master, Rob Peterson, who will start full-time on March 31. Rob comes to us from Vermont State Parks. Rob started his career in Parks & Recreation with the City as a seasonal employee about 20 years ago!
- Hired John Zook for the Central Facilities Specialist position. John recently moved from MA where he had worked in Facilities at a YMCA.
- Open full-time positions include: Conservation Field Specialist, Recreation Specialist and Park Facilities Worker. Two are currently accepting applications and one is starting the interview process.
- Grounds manager completed a Playground maintenance Technician training course

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

- Kid's Day at Roosevelt Park on Friday, May 19th
- Kid's Day at Waterfront Park on Saturday, May 20th
- 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
- **Rangers:**
 - Rangers will be attending the Denver Ranger academy mid-March
 - Ticketing ability is on schedule though we will still try to educate first
 - Prepping for summer.
- **Campground:**



- Reservations open mid-March
- Hiring process has begun
- Getting the Campground ready to open will be in full swing starting this month.
- **Marina:**
 - Slip payments are coming in
 - The new Marina Manager, Rob Peterson, will start full-time the end of March

Recreation Division Update:

Registrations opened for BPRW summer camps on February 1st and staff attended the Kids VT Summer Camp Fair at the Burlington Hilton on February 4. We will hold our own Summer Camp Fair on March 15th for Burlington residents only at the Old North End Community Center. New this year, we are holding scholarship slots for Burlington families through March 15.

Recreation Programs & Camps

- Several winter classes are in full swing or winding down: American Sign Language, Beginner and Intermediate Line Dancing, North End Yoga, & Circus Fun & Skills.
- We are working on a collaboration with the Greater Burlington YMCA offering programming at the Miller Center which will include Tai Chi, Balance Mobility & Core, and Zentangle-Yoga for the Brain.
- Winter Break Vacation Camp taking place at the Miller Community & Recreation Center for 40 kids with campers spending a lot of time outside snowshoeing & x-country skiing, along with gym games, bowling, and ice skating. this is a State of VT Licensed Childcare Camp.
- We have one March session remaining for the Burlington to Bolton Ski and Ride program. Groups of school-aged youth from Hunt Middle, Edmunds Middle, and BHS have been enjoying the skiing and riding at Bolton each Friday night since early January. Both BPRW and Bolton were able to provide scholarships for the program that enhanced the accessibility and diversity of the group significantly.
- Troy Wunderle was back for the 24th straight year to offer the Winter Break Wunderle Circus Camp at CP Smith School. Camp was full at 40 participants. Campers learned a variety of circus skills and family and friends enjoyed a fantastic circus show on the last day of camp.



Leddy Programs & Camps

- Leddy began the second session of skating lessons this month; Itty Bitty, Beginner Levels 1-6, Advanced Skating and Adult Lessons. Each class is full with a waiting list. Our adult skating lessons has 20 individuals enrolled, and over 100 participants as a whole are engaging in skating lessons this session. The rink remains busy with public skate, adult skating clinics and Itty-Bitty Skating public skate. This second session of lessons will run until March 4th.
- Winter Break Cool Camp filled for both the ½ day and full day sessions. Campers enjoyed skating, arts and crafts and winter outdoor adventures.

CORE Adult Center

- Our active aging classes are focusing on strength stretching and chair dancing. We have used a great YouTube instructor for the chair dance on Wednesday mornings.
- Healing with Naomi has the participants focusing on Chakra points in our bodies that help with stress, anxiety, pain and energy.
- Sewing with Taylor continued in February. The participants are finishing stuffed animal. Working with the sewing machine and by hand they are creating elephants, monkeys, and whales.
- A group of our participants attended the Winterlude event at Schmanska Park on Saturday, February 11th to experience snowshoeing, live music, chili and outdoor fun.
- Singing with Tom, a local performer, continues with participants singing hits from Fifties, Sixties and Seventies.



Recreation Events

- Our Events Planner is partnered with the Old East End Coalition (OEEC) to produce a *Winterlude* event in February 10th & 11th at Schmanska Park. An estimated 200 people attended and enjoyed snowshoeing, X-C Skiing, sledding, live music, sweet treats, chili, hot chocolate and a bonfire for all to enjoy.
- 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.

Athletics

- On February 18, our youth basketball season ended with the jamborees and tournaments. We hosted the CVRA division III tournament which had a total of 16 teams. The championship game came down to two Burlington teams, with the Old North End Celtics taking home the trophies. The CVRA girls division III tournament took place in Essex and the South End Burlington Sun won by one point, in 2OT, against South Burlington.
- A few of the responses we received in our survey results regarding the basketball season:
 - "Such a wonderful, patient and fun introduction to basketball for my 7 year old!"
 - "This was a great league and our son had a blast! Thank you so much for all of your hard work! The coaches were wonderful and the referees did a great job. I especially liked that the referees would educate the kids during the game. It was very supportive and helpful."
 - "The coaches were great! Another great experience with Burlington Parks and Rec!"



- The women's indoor soccer and Melanie Davidian women's basketball league continues to run on Sundays at the Miller Center. The basketball league quarterfinals took place on February 19. The semifinals will be on March 5 and the finals on March 12.
- The pick-up adult volleyball programs continue to run at the Edmunds Middle School on Monday and Tuesday evenings.
- Soccer Sparks clinics start on March 5 at the Miller Center for ages ranging from 3-9.
- Burlington Youth Lacrosse registration began in February and their season will start in early April. They are putting on two free clinics, on March 18 & 19, at the UVM Fieldhouse.
- Program registration started in February for the following spring programs: itty bitty soccer, Maven after-school skate and April vacation VT Voltage soccer camp.
- 2023 summer athletics camp registration began on February 1. Camps being 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 continue to offer pickleball clinics due to their popularity. Beginner, low intermediate, and high intermediate clinics are scheduled for March and April at the Miller Center.
- Registration for the 1st Annual BPRW Round Robin Pickleball Tournament has started. The event is scheduled for the weekend of April 29 & 30 at the Miller Center.

Recreation Facilities Division Update

Leddy Arena

- Leddy hosted another successful February Cool Camp with both half and full-day options. Cool Camp offers both on- and off-ice activities for 34 campers. Thanks to Zach Martina for stepping in to oversee camps until we fill our vacant programming position.
- Scheduled special events at the arena in March include high school hockey playoffs, Lumberjack Junior Hockey playoffs, a Howard Center staff skating event, Dragonheart Vermont's Save Your Shamrocks hockey tournament, Champlain Valley Skating Club's Theatre on Ice Festival and fourteen (!!!) birthday parties. Group skating lessons will also wrap up in March as we prepare to remove the studio rink at the end of the month. The studio rink is in operation September-March due to a decrease in demand for ice time in the spring and summer.
- Spring projects we hope to complete at the Arena include replacing flooring in the officials' room, repairs to the Zamboni room overhead doors, safety railing improvements on the catwalk and bleacher stairways, replacement of the hot water system to the locker rooms, and preventative maintenance and repairs to the refrigeration system.

Miller Center

- February 1 kicked off the BPRW summer camp registration season at Miller...with some hiccups! Our online registration system was overwhelmed by the demand for programs and shut down twice before the bug was resolved, with help from the C/T office. Kudos to James, our Miller Customer Service Associate, who managed many walk-in's, calls and emails from frustrated parents. In the end we were able to assist our customers and many of our camps are already full with wait lists.
- For three nights in early February, during record cold conditions, the Miller Center was converted into an overnight emergency shelter for unhoused citizens. Standing up this shelter in just a couple of days was an impressive collaborative effort between BPRW, CEDO, Red Cross, VT Agency of Human Services, Burlington Police & Fire Departments and more. A working group of City employees, including Melissa

Cate, will meet in March to continue to develop future planning for such emergencies and to assess the February shelter operation.

- March activities at the Miller Center include five birthday parties, a cultural celebration, a baby shower, VT Recreation & Parks Association's two-day Certified Pool Operators class, a full-day CEDO Lead Program training, a new adult rugby group, a book club, and nine different private pickleball groups. New programs in March include Hoop Class, Soccer Sparks, Zentangle, Balance, Mobility & Core, Tai Chi, Hoop Yogini, and a new session of Circus Fun.
- On March 20 a group of St Michael's College Public Health students will visit the Miller Center for a tour and to learn about how our facilities, and our department as a whole, contributes to the health of our citizens.

CORE

- Activities at the ONE Center event space in March include BPRW's Camp Fair, Robin's Nest's Spaghetti Dinner fundraiser, an AALV Volunteer Appreciation breakfast, a collaborative blanket giveaway event sponsored by AALV, the Heritage Museum Mill and the Women's Cafe, a Women's International Conference, which expects to attract up to 200 attendees and a BIPOC roller skating event. In addition, BPRW and AALV are collaborating to offer free programming to teens including piano lessons and dance classes.
- Very Merry Theatre performances in March include "Spamalot" March 10-12, "Alice in Wonderland" March 16-17 and "King Lear, the Western!" March 24-25. Performances are free and open to the general public with no advance reservations required.
- CORE staff is excited to be in discussions with Vermont Folklife Center for a possible long-term rental of Room 218 for their use as an office space. We are also collaborating with CEDO on possible spaces for an out of school program for Somali youth.

Park Division Update

Park Administration

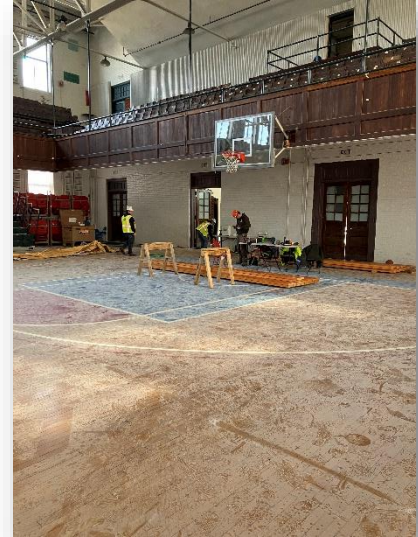
- Supported the opening and operation of Elmwood Temporary Shelter with our central facility team.
- Seasonal positions are all posted for the parks team.
- Ordered standard equipment for parks including trash receptacles and grills.

Conservation Program

- **Conservation Education**
 - Ongoing planning for the [City Nature Celebration](#)
- **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**
 - Received bids for re-striping the Greenway
 - Olivia Wolf, Bike Path Maintenance Specialist, will attend the International Trails Summit in Las Vegas in April
- **General Conservation**
 - Ben Rodgers transitioned from BPRW to Burlington Wildways, who will continue the school learning programs. Wildways is applying for grants to continue funding the program.

Central Facilities Program

- New Central Facilities Specialist started. Please welcome John Zook!
- Three team members were certified and/or recertified in First Aid/CPR.
- Team working to complete yearly online safety training.
- Project Coordinator completed Project Management Fundamentals and Office Ergonomics trainings.
- Central Facilities Manager completed Mental First Aid Certification.
- **Structural stabilization project for Memorial Auditorium has started.**
- Elmwood Temporary Shelter is up and running, keeping Roy busy with Caretaker responsibilities.
- Planning with Parks Facilities Team and Electrician to complete changing all City offices to LED lighting.
- Architectural design being completed for sleeping quarter work at Fire Station 2.
- Hired architect for schematic design for entry improvements at Police Department.
- Geothermal well test for Fletcher Free Library RFP closed and awarded.
- Smart Tint installed in City Hall CT office for employee safety.
- Start of gym upgrades at 645 Pine.
- Planning for new boiler installation in City Hall.
- Graffiti removal education shared with Specialist.



Trees and Greenways Program

- Responded to resident requests as needed.
- Completed Utility Line Clearance contract for BED, \$112,000
- Supported Parks and Recreation team with snow plowing
- Completed First Aid/ CPR training and certification, entire crew.
- Completed vegetation removal around bridges along the bike path to facilitate inspection of bridges this spring.
- Completed removal of trees around the bridge over the bike path on Rock Point for DPW to prepare for new bridge construction this summer.
- Finalized street tree planting plan for this spring.

Park Facilities Program

- Schmanska Barn waterline burst underground so we decided to use the new sprinkler system service to restore domestic water to the building.
- The open Building and Events Maintenance Worker Position was posted.



- Subzero temperatures caused the Portland Loo to freeze to the extent that the main line had to be steamed. Several internal parts in the toilet and hand wash.
- Assisted with the Old Eastender event at Schmanska Park.
- Crew completed first aid and CPR training.
- Crews removed ice from dock systems as part of regular winter maintenance.
- The boathouse received four replacement windows from the vandalism this winter.
- A number of small snow storms this month has kept the crews busy.
- In compliance with state LED lighting requirements the electrician will be working towards the purchase and installation of ~\$18,000 in lighting upgrades over the course of the year at central and park facilities.

Cemetery Program

- Sold 2 new lots for burial in the month of February
- Staff performed 1 cremation burial in the month of February
- 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
- Performed grounds and equipment maintenance
- Plowed and salted cemetery roads, walkways, and parking areas as needed
- Started looking into GIS mapping and possibilities of connecting GIS to existing data in Pontem
- Began planning for veteran flag replacement
- Began Neo Gov safety trainings
- Hiring seasonal staff for the summer of 2023 - only one position remaining!

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Maintained outdoor ice rinks at Calahan, Starr Farm and Battery Parks
- Supported Elmwood Pod community
- Performed Playground maintenance
- Performed equipment maintenance
- Plowed and salted parks as needed
- Began Neo Gov safety trainings
- Supported Leddy Ice rink maintenance
- Began ordering spring supplies
- Worked on standard equipment upgrades
- Grounds manager completed a Playground maintenance Technician training course

Planning Division Update

- Projects Progressing:
 - **Champlain Street Park Redesign:** Working on drafting an RFP for playground components and furnishings in 2023. (ongoing)
 - **Dewey Park Memorial Sculpture and Annex Refresh:** Contracted for a survey of the park and adjacent rights-of-way. Working concurrently with original street mural artist on 'refresh' of the Annex to support the installation of the [REIB Embrace and Belonging Monument](#) in mid-2023.
 - **Leddy Park Comprehensive Plan:** Rework of the concept plan is ongoing based on internal feedback. Will be reviewing concepts with city team before planning a public meeting in March/early April to garner feedback.

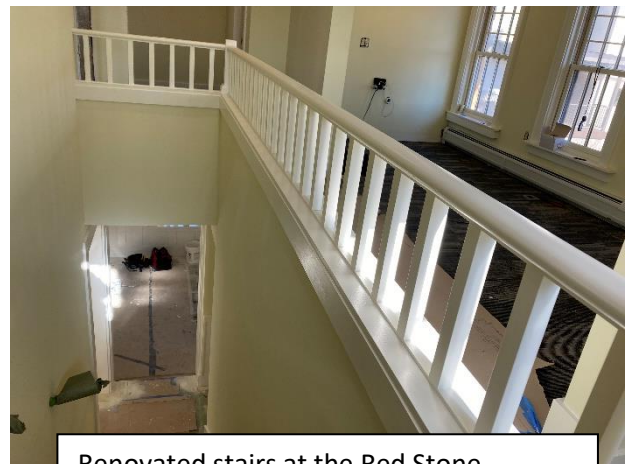
- **Leddy Pause Place and UVM Fitness Equipment Pad:** Resident Engineer contracted. Will be receiving and reviewing contractor proposals this month.
- **Oakledge for All Universal Access:** Contractor is aiming for an early spring start to restart construction. Working with BED on installing an EV charger in some of the new parking to be constructed, as well as procuring lighting, plantings and signs. Construction re-start planned for late March; weather dependent.
- **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:** Contractor selected for full reconstruction of the tennis courts in the spring of 2023. 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 being drafted to engage a consultant team on the process. Ongoing.
- **Schifilliti Path:** Ready for next steps and aiming to bid the project this spring for 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 will be at the Vermont Law School in March – visit it if you can!
- **Urban Forestry Plan:** Request for consultant team proposals to be issued this month.
- 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

Admin Division Update

- The first phase of the Red Stone Cottage inside renovations will wrap up by the end of March, finishing outside work in the spring.
- Working with Kirsten Santor, our Recreation Manager and CAPRA Coordinator around a process towards accreditation.
- Applying 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.
- Applying for a grant with Northern Forest Center on the feasibility and design for access to Arms Forest from North Avenue.
- 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. Will present to City Council end of March on progress.

Commission notes

- No additional notes



Renovated stairs at the Red Stone Cottage. It used to be completely closed in and steeper. When done it will be an amazing addition to our public buildings.

The complicated nature of encampment clean-ups has the City looking at better ways of managing the process to ensure staff safety.





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

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

Staff Present: Wight, Comai and Putzier

The meeting was convened at 5:34 p.m. by Duke

Approval of Agenda

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

Approval of Consent Agenda

Motion to approve minutes from January 2023 Commission meeting by Wiseberg, second by Johnson, motion carried. Motion to approve the Wiseberg, second by Johnson, motion carried.

Keech asked question about permits and the question around number of people and toilets and if there was a required standard for vendor/applicant to provide port-o-lets.

Wight stated that is the type of question if known before the meeting she could get the answers ahead of time. Does not know at meeting but could ask staff and have for meeting or in general. In general Wight said if any questions come up for commissioners before the meeting it would be helpful to give them to herself in advance and she would do her best to get an answer by the meeting, also that it would be very helpful.

Keech asked about a religious group in the park and if that would be judged on a per request basis, and had not thought about religious activities having functions have ever been turned down and was told by Wight City is a public space and can't deny based on religion etc.

Urban Tree Update

Comai, City Arborist said been in job for 5 years this month and said technically the Commission serves as Tree Board and felt appropriate to give an update as to what team is doing and where going. Currently has four certified arborists, take care of all greenways, parks and cemeteries 13,000 trees city wide, maintain storm water gardens, about 47 currently. Very busy, over past several years have had ambition of increasing tree canopy, all managed trees are on inventory software system, public does have access to information, not all but much. Using information from that as well as urban tree canopy from UVM 3 years ago, have identified all viable planting sites throughout the city. Started targeting systematically where going to plant. Lowest canopy is in wards 2 and 3, downtown and old north end. Using information started in wards 2 AND 3 and identified and planted all, then moved to ward 8, by UVM, planted in open sites, some in 5 and 6 and moving to Wards 4 and 7. Last fall planted a large number of trees along North Avenue from Leddy to Starr Farm, more in the spring and most efforts in New North End. South east side of Plattsburg Avenue will be planting several. Policy is to try and replace any tree that had to be removed during a calendar year due to various reasons and to attrition. With that from 120 to over 400 plantings a year, will come to a point where can't keep that pace as will all be filled in. Stated have a very well-funded program. Conservation set a goal for the total land coverage to



be set for 50% canopy coverage. Said always looking for creative and fun ways to support, has long standing relationship with Branch out Burlington and maintain a tree nursery with them in South Burlington. Have also been able to get grant funds from National Arbor Day and \$10,000 this year and \$15,000 from VT Urban and , all monies help support canopy program and also generate funds through contract with BED trimming back trees from lines and generates \$125,000 a year.

Keech asked where the city is with Ash trees and the problem and Comai said 9.5% or 1100 trees, about 900 in trees and green belts and the others in cemeteries. Had chosen to take a proactive approach, can remove trees now, remove when infested or treat them every 2 to 3 years. Did not feel pesticide was a good option for Burlington, identified areas where could start planting new trees among existing, started by Appletree Park, 20% of ash were located there and adequate, planting diversity among, have completed most and today already planted replacement of about 68% of street side ash. Hope to get new tree started before having to take down so not so dramatic. When out taking care of currently will remove if they have issues as opposed to trying to save.

Keech stated likely be dip in coverage for city until all grow he asked and Comai said not sure that will be the case as so many medium sized trees currently, very dramatic the coverage from what had been very small trees a decade ago and since taking such good care of trees the growth is outweighing or at minimum maintaining.

Duke asked if Comai saw any issues coming in the future and Comai said potentially global warming, drought and potentially disease, many on the horizon. Diversification he felt is the key.

Morrigan asked if currently have only 4 arborists and was very impressed with that number and the amount doing. Asked if a homeowner is interested in the city planting a tree on their property how do they go about that and Comai said they should get in touch with him. He also said they prefer to plant on the side of the house but to have contact him directly.

Johnson echoed what Morrigan stated and thanked for all the hard work to keep the tree canopy safe.

Public Forum (Time Certain 6:00 PM)

Public forum opened at 6:02

Solveig Overby stated she was just viewing the meeting and was a DPW commissioner and wanted to observe and listen and would comment at a future meeting.

Public forum closed at 6:04pm

Commercial Use of Parks

Wight thanked O'Daniel for working through the process and explained how she is the one that does all the permits. Talked about what commercial uses might be missing and one was private weddings using an officiant. Have a number of, when over 20 you would need a permit under would not need. Park Partners are people doing programs in our parks but do not have exclusive use of parks, if wanting exclusive use can rent a shelter, field or court. The officiant park partners it would be called, would check in with CT office to see how they reach out to JP's and others that perform/officiant. Also added that a warning to those that promote venues also state a park permit may be needed.



Keech asked how photography and video is monitored in terms of use and Wight said people call O'Daniel and will reach out and ask, might be some missing, however unless for commercial use and not selling would not need to get permit.

Duke asked if could be a one-time version of the permit and Wight said spoke with O'Daniel and they said could potentially get a park permit, one-time fee. Wight would bring that back for consideration and Johnson stated that he agreed with the one-time charge and also reaching out to the Justice of the Peace when elected.

Lantieri suggested a misspelling on the word inclusive versus exclusive in the incorrect place, and Johnson suggested doing something for March election to JP's regarding.

Motion to approve the park Permit for one time or blanket for officiants with opportunity to just apply for permit Lantieri, second by Keech, motion carried.

Marina Approvals

Wight stated did not include commercial rates previously and went from 20 to 23 feet. Also stated under contract with the Spirit of Ethan Allen and those fees are set.

Wiseberg asked about what payments are at another marina and said he is paying much higher and asked about BPRW rates and Wight said rates lower as no significant improvements have been done and the only other way to be competitive is with rates significantly less than others. Wight stated that seasonal contracts have already been signed and will be hiring new Marina Manager and if interested in spending some time with them to discuss rates would be a great opportunity.

Keech looking at category enterprise and felt most of Burlingtonians can't afford a boat or boating and not just supporting the rich people coming for tourism.

Duke said Sailing Center has done a great job getting access to boating and would be interesting to look at boating on Lake Champlain and the dynamics.

Wight said the reason the Marina is in the enterprise district and when the slip takes space, it is an owner gets one slip and when looking at fees need to look at from two lenses and it takes money to maintain but don't want to price out the average Burlingtonian.

Lantieri asked why commercial rate of no change is highlighted, Wight said because forgot to do last year and it was not approved, but others were changed from past request.

Keech asked how the waiting list works and if Burlingtonians have more of a preference and was told that the list is very extensive and very heavy on the Burlington side of people on the list.

Motion to approve the fee increase as requested and look into further for other alternatives by Wiseberg, second by Johnson, motion carried.

Parking Changes, Chapter 22 and Appendix D

Wight stated that currently when someone appeals a ticket that BPD parking services does not have the authority to process and they are handling currently and was requested by attorney to give DPW the



authority to enforce parking lots. Wight could not say enough about the parking division, very responsive and have been helping with lots, servicing meters and once all through they can help enforce to make sure all are paying. Change is basically just the enforcement piece.

Lantieri said has been going on for a long time to get in one place and asked if this is the last piece of parking that is not in DPW control and Wight said may be private lots but believes last piece and when you get a seasonal sticker will likely ask for license plate number and vehicle that will be in system for pass. Wight hoping to see increase in revenue with the changes.

Motion to approve the recommendation as proposed by Wiseberg, second by Keech, motion carried.

Standing Item:

Report from Commission on Volunteer Hours

Report on PACC Dog Force

Wight said have a very active survey, the off leash group has survey looking at areas, went out on FPF, members of task force trying to notify NPA's and if anyone asks been some consternation regarding Roosevelt and just asked to remind to take the survey. The original language from over 20 years ago looked at where dogs are off leash and different times. Also working on calendar of educational campaign, picking up after in the winter, dogs in cars and other things of the like. Hope to wrap up with report in June. City Council task force, P&R is staff but not Task Force.

Keech said he had a hard time being in a group trying to release the dogs further. Wanted to know what the legal ramification of running loose and biting someone. Wight said dogs off leash all over and said people are doing now anyway and is there a way to direct to a better place. If a risk from City it is already happening. Keech said once the city says its ok is that on the owner or the City and Wight said that would be on the City that she was unable to answer.

Report on Parks Foundation

Duke said met two weeks ago, two items developing plans to raise money for; getting behind fundraising for FRAME and the foundation is showing support for embarking on 5 year campaign for playgrounds, about \$200,000 a year. Planning division did presentation on the highest need parks and all of the funding with eye toward accessibility and strong agreement and part that is forming separate committee, rep from Oakledge for all to guide.

Director's Items

Wight said hope all read report, had full year of detailed reports and when doing annual report very easy to report out. Highlights;

Event at Schmanska Park from Old East End Coalition, there party and nice diverse group of individuals that came out.

Had exciting Miller Registration and on Tuesday setting up emergency shelter for homeless, had crash of program for registrations. Spent Saturday Night at Miller Shelter and realized some of the brokenness of the system and was reading some left discharge papers and he had been beaten by a bat and realize he is out and not knowing where was and out not able to see and realized how fortunate was.

Encouraged all to get to FFL to see survivors display which is going to be up through the 18th, very interested and encouraged to go see.



Working with families to help get into some of the camps for those that are not as fortunate to get online right away.

Commissioner's Items

Lantieri had 1 extra hour with Champlain Street Park, commissioner item as winter progresses thinking about getting the work back going with the pocket park. Some activities to get going are clean-up day in beginning of April, some motion on playground and looks like May for public garden day. More info coming.

Keech said went to Winterlude event, great park, asked about ice rinks and said appears the two in south end are frames two in old north end are not but others are not but have goals. Wight explained that some are community driven.

Keech asked what is needed by citizens versus city for a rink to happen and Wight said need to see a list of volunteers and volunteers need to supply boards, plastic and goals, staff will help lay out and staff on hand lightly but maintenance is from volunteers. Battery, Starr Farm and Roosevelt is run by Staff.

Morrigan had 2 extra hours, said if you know them then you would know they are a civic nerd and wanted to put a brief write-up in FPF and other local venues regarding the meeting and wanted to make sure that it was appropriate with all other commissioners. All were in favor and offered to help. Said many concerns with City Hall Park and occurred to them the intersection of houselessness and substance use and wondered if any efforts with community support and feels opportunity with community building and solutions, feels offers 3 issues, finite space, easily accessible and people are using the park. Wanted to put out that based on experience feels opportunity to consult with community partners.

Duke said the Park Rangers have been working in depth on this project and is exactly what they have been working on with partners and people in the park and all the other pieces along with coming into the spring season, not only at City Hall Park but all parks. Have done a lot of work that is being spoken to.

Wight said hoping to expand the program but really a COS and CLS process are really in charge of that at this point.

Johnson mentioned that his pronouns are he/him.

Duke had an additional 3 hours, went to Quebec City for winter carnival, request an ice skating track.

Adjournment

Motion to adjourn by Duke at 7:10 pm.