PARKS & RECREATION AND HARBOR COMMISSION
February 14, 2023, 5:30PM
645 PINE STREET, FRONT CONFERENCE ROOM
Zoom Link
https://zoom.us/j/93756755660
Webinar ID: 937 5675 5660
Phone: 1-301-715-8592

AGENDA

I. Approval of Agenda

II. Consent Agenda
   A. Action Item: Approval of Minutes of January 10, 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 COTS
      *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 Leddy Park by Church at the Well
      *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 Oakledge Park for Zoe's Race
      *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 Oakledge Park by ALS Association
      *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 Battery Park by Buddy Walk
      *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 to Future Fest
      *waive the reading and approve the request for special use permit and sound waiver

III. Information Item: (15 min.) Urban Tree Update, VJ Comai, City Arborist, BPRW (verbal)

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

V. Action Item: (20 min.) Commercial Uses of Parks, Cindi Wight, Director, BPRW (attachment)

VI. Action Item: (10 min.) Marina Approvals, Cindi Wight, Director, BPRW (attachment)

VII. Action Item: (15 min.) Parking Changes, Chapter 22 and Appendix D, Cindi Wight, Director, BPRW (attachment)

VIII. STANDING ITEMS:
   A. Report from Commission on Volunteer Hours
   B. Report on PACC Dog Force
   C. Report on Parks Foundation

IX. Director's Items

X. Commissioner's Items

XI. Adjournment

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

BURLINGTON PARKS RECREATION WATERFRONT

PARKS & RECREATION COMMISSION
Minutes
January 10, 2023
Parks and Recreation Commission

Commission Present: Duke, Johnson, Lantieri and Hurley

Staff Present: Wight, Madalinski, Sauve, O'Daniel and Putzier

The meeting was convened at 5:33 p.m. by Duke

Approval of Agenda
Motion to approve the agenda by Johnson, second by Lantieri, motion carried.

Approval of Consent Agenda
Motion to approve the consent agenda by Johnson, second by Hurley, motion carried.

Penny for Parks Community Requests
Madalinski, Parks Project Coordinator went into discussion on the part of the requests, shared the request attachment and how the ranking of requests is handled and the entire process as a whole. Once staff come up with a list, recommendation is brought to the Commission for approval. $25,000 allocated for the year, usually higher, had 6 projects submitted and in order of ranking along with summary and recommendation;

1. Schifilliti Park Accessibility Improvement and Planning, big need and also talked through request to reskin the fields, $16,000 of $25,000 to look at what can look like and what is needed to get good pathways

2. VT Association Blind and impaired
   Accessibile sign at Waterfront, first of kind and felt good idea and important and first to see what installation issues might be, if vandalism is an issue and eventually incorporate more throughout the City. Allocate $7,900 toward additional for contingency.

Lantieri felt great and asked if tactile was best and Duke stated that John who requested was present and able to give more information.

John stated the design is a tactile design called touch design, and different parts would be textures and feel the different delineations and color coding depending on what type of vision impairment. Would also have QR code to help upload so that it could be read to a person and several other functionality parts. The dimensions are ADA compliant for wheelchairs and can get more information on other specifics to design. Spoke of putting possible by restrooms as other signs and information are in that area currently. Would send the link of the company that creates the signs.

Johnson felt a great idea and after issues with Calahan and accessibility, happy to see working on more accessibility being looked at. Madalinski asked Johnson if he would like to be more involved and that he would connect with him further on the specific project if interested and Johnson stated he would be interested.

3. New Infields at Schifilliti and Rosenberg Fields, reskinning, ranked 3, over what funding is available and could be added to long-term capital and can look at a bit in what would be needed.

Chuck wanted to know if one field could be done at a time and was told yes but that it is still very costly and will look at how to phase in and also use other opportunities for grants and funding.

4. Pomeroy Park Tether Ball would like to fund for $500 and still have an outstanding request and the dollar value was too small for that and would not do at that time and looked at project closer and a lot of accessibility issues and the importance of this with replacement and moving toward working with other funding sources to get a broader better plan for the park and not being exclusionary with playground replacements and will include with other playground amenities.

5. Permanent Greening of Dewey Park was a traffic island and then a mural was painting and traffic calming that transformed into plaza and currently not recommending proposal as have funding from other resources from the city to refresh and turn into a park and the street right of way would have to be given over as a permanent park. Lots of pieces to round out and have other initiatives happening, not funding at this time with PFP funding.

6. Miller/Schifilliti Park Ice Rink estimated $3-5,000 and not recommending for funding due to the maintenance needs and not having adequate staff or infrastructure, already have 6 rinks that are operated and already capped as well as lots of volunteers not possible to bring on another rink at this time, fewer and fewer skating days with global warming.

Lantieri asked for clarification of what is being moved forward for funding, and confirmed that numbers 1, 2 and 4 full funding and number 3 looking for other funding.

Madalinski stated some of the variables to the initial needs that could be accomplished in item 1 and how it could filter out and how much could be achieved, once through the design process. Will know more once through the design process of needs and cost to do what is necessary.

Motion for approval the request per Madalinski request by Lantieri, second by Johnson, motion carried.

Public Forum (Time Certain 6:00 PM)
Nobody came forward to speak at the public forum.

Field Fee Approvals
Wight stated trying to come before the commission for approval of field fees if changed, only have two currently looking at for hourly field rates and court rates. Need to approve the field rate not the court rates. Stated staff had sent a spreadsheet out stating what commission is responsible for approving under jurisdiction. Looking to update those two hourly rates due to the increase in costs of upkeep and maintenance.

Lantieri asked when the last time an increase was done and was told in November 2021.

Motion to approve from $40-$50 Hurley, second by Lantieri, motion carried.

Commercial Uses of Parks
Wight explained that O'Daniel was also present to speak, Wight said she had sent out a memo explaining all uses in parks and what requires approval. Tried to capture all uses that might be missing. Most concessionaires are paying commission and have exclusive use and not included.

O'Daniel explained a few of the groups she had worked with in the past that have gotten permits to use the parks and went very well, very communicative with and appreciative and feels willing to do similar in the coming year and will get more participants in the future. Wight felt geared toward 20 participants.

Wight also stated that the Urban Rangers have a good idea of who is out in the parks and hope to get a good sense in the coming season. Spoke of how to get Park Rangers the information of what is scheduled in the parks on a weekly basis to see and check in to make sure all is going well.

Duke asked others to brainstorm what uses would be considered commercial and Lantieri said hard to know what types of things that are off the cuff and happen rarely and would be good to see what the Park Rangers have for input. Wight said in the ordinance that have to come to commission for permission but would definitely do all moving forward if that is what is decided and if splitting hairs if a hike is happening at Oakledge from a Company and technically it would be an outside event and permit able.

Spoke about weddings and if they are having reception they rent a shelter, some just want ceremony outside and reception at another location, this type of permit would apply to the later. Duke said a personal trainer that uses the park on a regular basis and should get a permit, if commercial activity under 20 people or paid officiant should be a small fee. Wight also added anything private, can't be exclusive but private would have to have a permit/permission.

Standing Item:
Report from Commission on Volunteer Hours
Duke had 2 additional hours

Report on PACC Dog Force
Duke stated no meeting at the end of December but one coming up at the end of January and Wight said off leash group is working on a map and the areas being talked about. Also said talking with Cemetery Commission and dogs in the cemetery and while not allowed they are in and should there be some controlled use of that area and if the commission would like to have a representative on the group. Hoping to get survey out in February.

Report on Parks Foundation
Wight said no meetings, a few folks interested in fundraising playgrounds around the City and looking forward to starting to discuss what that would look like and the thought of a campaign.

Director's Items
Wight said had a few items; first BIPOC community day Saturday, by Andrew Ramono, focused on outdoor sports, using Zamboni snow, trying to be very creative, Wight in charge of games, sent out letter to interact in the space and how to be careful about use in space with others and assumptions. Redstone Cottage moving forward, little more work on annex, coming along, had to stop painting due to

Covid but coming back soon. Writing on the national registration, hopeful, UVM students already started. New Staff, Kenroy, caretaker of the Pods, end of February supposed to do presentation at BTV stat, but told staff to keep going and hope to come to commission March or April from Recreation side, hopeful to get data from Waterfront to make case about big growth on the harbor and any support for oversite would be helpful, need data and information to accomplish.

Commissioner's Items
Duke worked on support letter, hoping for some snow and wants to see the winter programs.

Adjournment
Motion to adjourn by Duke at 6:50 pm.

DR

BURLINGTON
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MEMO

Date: **February 14th, 2023**
To: **BPRW Commission**
From: **Meghan O'Daniel, Community Garden & Parks Outreach Coordinator**
RE: **COTS Special Use Permit for May 7th, 2022**

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

The Committee on Temporary Shelter (COTS) will be hosting their 32nd annual COTS Walk at Battery Park on Sunday, May 7th. This event has two purposes: to raise public awareness about homelessness in our community and to raise money to support COTS shelters and services for Vermonters who are homeless or at risk of losing their homes.

This event is expected to have around 1500 participants and 35 volunteers. They are not requesting use of the Bike Path. Ben & Jerry's will be providing complimentary scoops for participants and COTS will be working with the Department to ensure all vendors follow the required guidelines and go through the proper process. They are prepared to provide extra portalets 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 12:45pm – 3:45pm. They have already booked Battery Park.

Contact for the event is Antonia Hinge.

It is on a day with no conflicting events.

Staff Recommendations:
Allow for Special Use Permit including a waiver for amplified sound.

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MEMO

Date: **February 14th, 2023**
To: **BPRW Commission**
From: **Meghan O'Daniel, Community Garden & Parks Outreach Coordinator**
RE: **Church at the Well Special use Permit for July 2nd – August 6th, 2023**

Request for waiver at Leddy Park to allow amplified sound for a weekly church service from Sunday, July 2nd to Sunday, August 6th.

The Church at the Well will be holding their services at the Leddy Tent in July and August because their members enjoyed using the space so much for the past 2 summers. They are requesting to have amplified sound during their services and have already requested the Leddy Tent from 9am – 2pm on their desired dates.

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

Staff contact for the events is Tasha Lehman.

The requests are on days with no conflicting events.

Staff Recommendations:
Allow waiver for amplified sound.

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MEMO

Date: **February 14th, 2023**
To: **BPRW Commission**
From: **Meghan O'Daniel, Community Garden & Parks Outreach Coordinator**
RE: **Zoe's Race Special Use Permit for August 27th, 2023**

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

The Howard Center will be hosting their 13th annual Zoe's Race at Oakledge Park on Sunday, August 27th. Fundraising efforts for this event help support their mission to support local families who are in need of creating accessible homes for their children.

This event is expected to have around 200 participants. They are requesting use of the Bike Path. The Howard Center will be providing complimentary snacks for participants. 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 8:30am – 11:30am. They have already booked the Upper Shelter at Oakledge Park.

Contact for the event is Cathie Buscaglia.

It is on a day with no conflicting events.

Staff Recommendations:
Allow for Special Use Permit including a waiver for amplified sound.

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MEMO

Date: February 14th, 2023
To: BPRW Commission From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: The ALS Association Special Use Permit for September 23rd, 2022

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

The ALS Association will be hosting their annual walk at Oakledge Park on Saturday, September 24th for the 4th year. Fundraising efforts for this event will help support their mission of discovering treatments and a cure for ALS, as well as to serve, advocate for and empower people affected by ALS to live their lives to the fullest. The funds raised will stay in our local community and help to provide services that directly impact the lives of people with ALS, their families and their caregivers.

They are requesting to have amplified sound from 10am – 12pm for announcements and music by a local band.

Staff contact for the gathering is Karrie Boskee.

It is on a day with no conflicting events.

Staff Recommendations: Allow for Special Use Permit including a waiver for amplified sound.

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MEMO

Date: **February 14th, 2023**
To: **BPRW Commission**
From: **Meghan O'Daniel, Community Garden & Parks Outreach Coordinator**
RE: **Buddy Walk Special Use Permit for October 1st, 2023**

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

The Champlain Valley Down Syndrome Group (CVDSG) will be hosting their 13th Buddy Walk at Battery Park. Fundraising efforts for this event help support their mission to provide information, resources and support to individuals with Down syndrome to help them achieve their full potential as well as promote awareness and inclusion within the wider community. This event will have around 125 participants and 15 volunteers. They are not requesting use of the Burlington Greenway, but instead will walk down Battery Street, down along the Waterfront Boardwalk, crossing through the park to Lake Street and then back up Battery Street to the park. CVDSG will be providing free food for the participants. They have arranged for extra portalets and their staff will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The amplified sound will take place between 12pm – 3pm, including music from a playlist and speeches. They have already requested Battery Park.

Staff contacts for the event is Steve Boutcher.

It is on a day with no conflicting events.

Staff Recommendations:
Allow for Special Use Permit including a waiver for amplified sound.

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MEMO

Date: **February 14th, 2023**
To: **BPRW Commission**
From: **Meghan O'Daniel, Community Garden & Parks Outreach Coordinator**
RE: **Future Fest Special Use Permit for June 17th, 2023**

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

The vision of Vermont Future Fest is to create an inspiring and interactive environmental event that is free and open to the public. The main focus is to educate visitors about solutions to the energy crisis and encourage them to take action. We want people to leave feeling empowered, motivated, and excited to make changes in their own lives and to support policy change. We want to steer them away from the defeatist mindset that tends to inhibit climate action. We intend to achieve this by hosting a wide array of engaging activities. These include a scavenger hunt/trivia quiz, visualization exercise, raffle, clothing swap, and ideas wall. We will also have vendors selling local food, music from local bands, information tables, and speakers with interactive presentations.

They are hoping to attract around 200 attendees over the course of the event and are hoping to have roughly 20-25 vendors. They are requesting to have amplified sound from 11:30am – 2:30pm which will include live performances and a DJ.

The point of contact for the event is Sara Lourie.

It is on a day with no conflicting events.

Staff Recommendations:
Allow for Special Use Permit including a waiver for amplified sound.

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MEMO

Date: February 14, 2023
To Parks Commission
From: Cindi Wight, Director
Erin Moreau, Waterfront Superintendent & Harbormaster

Subject: Marina fees

Recommendations to Parks Commission:

Approve the 2022 fees for slips and moorings at Perkins Pier and the Community Boathouse.

OVERVIEW

All slip and mooring fees require approval annually from the Parks Commission and the City Council.

COST Recovery Goals related to Marinas

Category – Enterprise
Our cost recovery goals for Enterprise range from 100-150%

Enterprise categories have a commercial service or contract, similar to a private operation and include specialized services. Generally more tourist-focused.

The cost recovery *Enterprise* category requires the least subsidy from the taxpayers because it serves a unique group of users. The activity (motor and sail boating) is not open to all community members. Our enterprise groups (marina and campground) cover approximately 150% of expenses. It includes indirect costs but not capital expenses, typically covered through bonds or Penny for Parks (small projects).

Fee Changes

We changed the mooring rate and added the Commercial rate to the approved list of fees as we had inadvertently left that out in the 2022 approvals.

Commercial rates at the marina fall into two categories:

1) Use of existing slips
2) Dedicated section

We currently have three commercial companies that use existing slips, Whistling Man Schooner, Waterfront Dive Center and Let's Go Sailing. We have one boat, Spirit of Ethan Allen, in a dedicated section.

Description	Current	New Price
Daily Transient docking after one hour	$5.00/hr	No change
Overnight Slips	$2.25/ft.	No change
Transient moorings after 5:00pm	$1.25/ft.	No change
Boathouse Dock Resident	$97/ft./dock	No change
Boathouse Dock Non-Resident	$112/ft./dock	No change
Perkins Pier Dock Resident	$77/ft./dock	No change
Perkins Pier Dock Non-Resident	$89/ft./dock	No change
Mooring Rates Resident	$51/ft.	No change
Mooring Rates Non-Resident	$59/ft.	No change
Boater Waiting List	$25/year	No change
Monthly Slip	$30/ft	No change
Monthly Mooring	$20/ft	$23/Ft
Commercial Slip Rates for existing slips	non-resident plus 20%	No change
Commercial Rate for dedicated areas (Spirit)	2022 - 5% of gross (leased contract)	2023 - 5.25% of gross (leased contract)

Long term challenges

The City relies heavily on the revenue from the marina to cover city expenses. The recent bond vote will support dredging a portion of the high sediment areas of the marinas and a feasibility study to determine the future outcome of the Boathouse facility. Unfortunately, we have historically relied on the net revenue from the marina to support the general fund budget, which means little capital dollars have been reinvested into our waterfront. The current allocation of approximately $800,000 of bond dollars is a good start.

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MEMO

Date: February 14, 2023
To Parks Commission
From: Cindi Wight, Director
Erin Moreau, Waterfront Superintendent

Subject: Parking ordinances

Request:

To authorize the update of Chapter 22-23 to put the enforcement of BPRW lots under the authority of DPW Parking and Traffic Division.

OVERVIEW

Our department has four parking lots where we charge for parking seasonally and two parking lots where we charge for parking year-round. The lots provide significant revenue to our general fund department.

Seasonal lots – Leddy, North Beach, Oakledge, Coast Guard launch ramp
Year-round lots – Perkins and Pease

When the enforcement of public parking went to the DPW Parking and Traffic Division, we started a new relationship with the division to support the operation of the lots as they have the expertise in parking management and are a "one-stop" shop. They service the kiosks, provide support on the wording for signage and have the staff and systems to sell permits and enforce the lots through ticketing.

To ensure there is a clear path for enforcement of our lots, the Attorney's office recommended a change to our ordinances. Chapter 22, section 23 references the penalties for violations in the parks. The department suggests adding to the end of the penalties section, **"except for the enforcement of parking within Parks lots and grounds. DPW Parking Services and all law enforcement officers are authorized to issue a civil ticket for parking violations detailed in this chapter and Appendix D."**

Motion
To approve and recommend to the City Council that it accept, authorize, and place in all stages of passages the amendment to Chapter 22, section 23, of the Burlington Code of Ordinances, as outlined in the attached ordinance change form.

CITY OF BURLINGTON

ORDINANCE _____

Sponsor:
Public Hearing Dates: _____

In the Year Two Thousand Twenty-Two _____

First reading: _____
Referred to: _____

An Ordinance in Relation to

CHAPTER 22, PARKS—SECTION 22, UPDATING BURLINGTON PARK PENALTIES

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:

That Chapter 22, Parks, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 21, Burlington Municipal Arena rules and regulations, thereof to read as follows:

22-23, Penalties

In addition, a violation of any provision of the rules and regulations of the parks and recreation department contained in Appendix D of this Code of Ordinances shall be deemed a civil offense. A violation of these sections or the rules and regulations shall be punishable by a civil penalty of from fifty dollars ($50.00) to five hundred dollars ($500.00). The waiver penalty for such offenses for purposes of the municipal complaint (civil ticket) shall be fifty dollars ($50.00). Each day's continued violation shall be a separate offense. The superintendent of parks, waterfront managers, city arborist, urban park rangers, seasonal operations supervisors and all law enforcement officers are authorized to issue a municipal complaint for a violation of this chapter, except for the enforcement of parking within Parks lots and grounds. DPW Parking Services and all law enforcement officers are authorized to issue a civil ticket for a violation of parking within this chapter and Appendix D.

DRAFT

* Material stricken out deleted.

** Material underlined added.

CW/ Resolutions 2023/CHAPTER 22, PARKS—SECTION 23, addition of underlined material.
[date]

BURLINGTON
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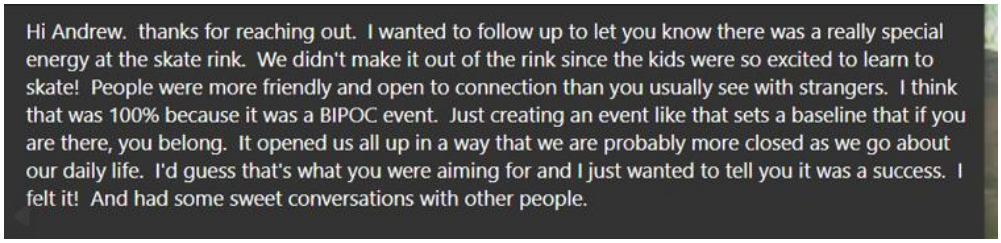
SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – February 2023

Stories



Hello Neil,

I hope your new year is off to a good start.

I wanted to reach out to say thank you once more. Thank you for taking the time in October and November to be at Calahan park with BCL for the Student Choice Project. The work that we did there felt empowering, meaningful, and necessary. We could not have done it without your connections to the community and your insights. Also, thank you for taking the time to work with Reid and me on our Inquiry Project. It was one of the most meaningful and rewarding projects I have participated in and I am thankful that we had you to help us make it happen.

Sincerely,

Isaac Dunkiel and all of Burlington City and Lake semester 9

Department accomplishments and notable staffing developments since the last report?

February Work Anniversaries – Meghan O'Daniel (5), Tom Wells (3), VJ Comai (5), and Alec Kaeding (8)

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

- Old East End Neighborhood Coalition Winterlude on February 10th & 11th

Planning Division Update

- Projects Progressing:
  - **Champlain Street Park Redesign:** Successful permitting process completed. Connecting with Burlington Advisory Committee on Accessibility (BACA) and contacts on reviewing playground

equipment selection. Working on drafting an RFP for playground components and furnishings in 2023.

- **Dewey Park Memorial Sculpture and Annex Refresh:** Contracting for a survey of the park and the adjacent Spring Street 'Annex' to identify next steps in a potential Right-of-Way abandonment by DPW to make this portion of the street permanently part of the park. Working concurrently on 'refresh' concepts of the Annex to support the installation of the artwork in mid-2023. Ongoing.
- **Leddy Park Comprehensive Plan:** Consultant-led design charrette was held for our internal team. Will be reviewing concepts internally before planning a public meeting in March to garner feedback.
- **Leddy Pause Place and UVM Fitness Equipment Pad:** Resident Engineer proposals are due this month and the construction RFP will be released in coming weeks.
- **Oakledge for All Universal Access:** Secured two grants (each $25K) towards the playground slide, which was value-engineered out due to budget constraints (and higher construction costs). Construction re-start planned for early April; weather dependent.
- **Pomeroy Park Playground:** A community request to replace the "tot lot" at Pomeroy has expanded to include universally accessible circulation to/from the playground area and looking at the playground as a whole for a full replacement in the coming year. 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.
- **Roosevelt Park Comprehensive Plan:** Work on the public outreach strategy continues and will be aiming to start with students. Ongoing.
- **Schifilliti Path:** Still in NEPA review with the State of Vermont.
- **Survivors of St. Joseph Orphanage Project:** Working on identifying engravers for the boulders as part of the memorial space. Supported the opening of the Exhibit of the Voices of St. Joseph's Orphanage at the Fletcher Free Library through February 18th, 2023.
- Projects supporting other divisions/ departments: (abbreviated)
  - Playground Equipment and Compliance
  - Great Streets/Main Streets
  - Frame Phase 2
  - Barge Canal Reuse Planning
  - Battery Street Corridor Study

Waterfront Division Update

- **Parking:** Working with DPW to update ordinances to ensure they can enforce our lots
- **Rangers:** The two FT Park Rangers continue to monitor, notice and remove encampments within our Parks.

- Will be looking to program Cross country ski tours this month.
- The Rangers, led by Andrew Romano, led a first annual BIPOC Winter Fun event at Leddy Park, co-sponsored by Unlikely Riders. Activities ranged from ice skating, cross-country skiing, snow shoeing and disc golf. The event was well-attended and the Rangers are excited to keep offering community events in the future.
- Meeting with PACC to review our proposal for an expanded Ranger team.

- **Current Waterfront Projects:**
  - The RFP for automated gate arms received no bids. We will be re-issuing the RFP with Leddy removed, as we got the security arm to function over this winter at Leddy.
  - A RFP for summer overnight security will be going out this month for our campground and marina locations.
  - Events: This offseason, we are updating the Event Guide packet for all producers, based on feedback and experiences in Summer 2022. We are seeking a fine that can be levied for non-compliant producers who may violate City or State regulations.
  - Campground Software: The software the Campground uses has been bought and sold to another company. We are still waiting to have that switched out.
  - Waterfront has drafted a bike rental RFP for release, waiting upon Attorney approval. This would be for the right to utilize 1-2 bike racks at the foot of College Street for a Summer e-bike rental program.
- **Marina**
  - Our Marina Manager Brendan Kaplan, has left BPRW. His last day was on January 20th. We thank Brendan for his work and dedication. The position is now posted, and we hope to fill this critical vacancy ASAP.

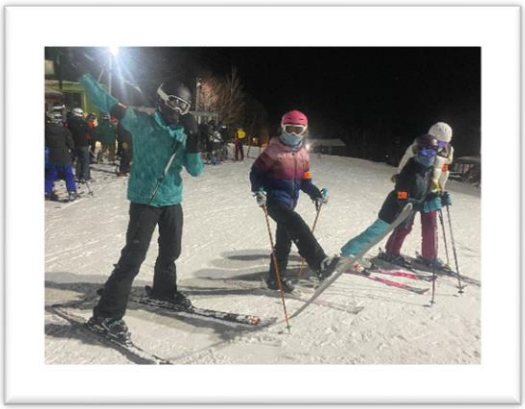
Recreation Division Update:

January proved to be a busy month with new program kick-offs and the start of summer preparation. We're seeing growth with both the number of program offerings and participants.

Miller/CORE Programs

- Several classes started this month: American Sign Language, Beginner and Intermediate Line Dancing, North End Yoga, & Circus Fun & Skills.
- A new program, Introduction to Fly Fishing and Fly Tying started at the ONE Community Center.
- 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.
- February Vacation Camp will be taking place at the Miller Community & Recreation Center. We have space for 40 kids and will be spending a lot of time outside snowshoeing & x-country skiing, along with gym games, bowling, and ice skating.
- For the first time in three ski seasons, the Burlington to Bolton Ski and Ride program has started again. Groups of school-aged youth from at Hunt Middle, Edmunds Middle, and BHS, hop on the 'ski bus' for safe transport and supervision to Bolton each Friday night in January.

- Both BPRW and Bolton were able to provide scholarships for the program that enhanced the accessibility and diversity of the group significantly
- During the BIPOC Winter Warmer at Leddy Arena Saturday, January 14th recreation staff helped out and built on new and existing relationships with community organizations such as Unlikely Riders, Vermont Professionals of Color, and OGE's Diversity Outreach team.
- Staff were also able to engage with program participants to highlight and promote future opportunities for more holistic community representation with nature-based programs such as the Ski and Ride program and single day outing club offerings like hiking and snow shoeing.
- Following a BSD early release day, a group of school-aged youth once again took to the woods and tried snowshoeing and winter hiking. Hot cocoa on the trail was a particular highlight for participants.



Leddy Programs

- 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.

CORE Adult Center

- Our active aging classes are focusing on strength stretching and chair dancing. We have been using 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.
- The group made delicious lentils with Mulu for a hearty lunch option.
- Sessions of soup making produced two hearty soups: Potato and Spinach Tortellini.
- Sewing with Taylor continues in February. The participants are finishing their first stuffed animal. Working with the sewing machine and by hand they are creating elephants, monkeys, and whales.
- We had two programs with the Old East End Association this month. The first program on January 11 focused on the history of the Old East End. This is the neighborhood surrounding Schmanska Park.
- On January 13, the folks made Vellum Lanterns with the Old East End volunteers to be hung up in the trees at Schmanska Park for Interlude 2023 on February 3rd & 4th. A group of our participants will be going to the Winterlude on Saturday the 4th to experience snowshoeing and outdoor fun.
- Such enjoyment is shared during Singing with Tom, a local performer. Fifties, sixties and Seventies favorites are enjoyed.
- Offsite trips included lunch @ IHOP, Christmas Tree Shop, and Trader Joe's.

Recreation Events

- Event staff assisted our Park Rangers with presenting the First Annual BIPOC Winter Fun Day that was held on January 14th at Leddy Arena with skating, snowshoeing, X-C Skiing and Disc Golf. The event was very well attended.
- Our Events Planner is partnering with the Old East End Coalition (OEEC) to produce *Winterlude* event in February 10th & 11th at Schmanska Park. There will be snowshoeing, X-C Skiing, sledding, live music, sweet treats, hot chocolate and a bonfire for all to enjoy.
- Our department has announced two events for our annual *Kids Weekend.* We will be partnering with the 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

- Our youth basketball league regular season will end on February 11. On February 18, we will be hosting the jamborees for division I (Winooski participating) and division II (South Hero, Winooski, Christ the King

participating,) as well as the CVRA division III tournament (Williston, Colchester, Essex, South Burlington, Shelburne, Mt. Mansfield, South Hero participating.)

- The women's indoor soccer and Melanie Davidian women's basketball league continues to run on Sundays at the Miller Center. The basketball league will begin their playoffs on February 19, with the finals being held on March 12.
- The pick-up adult volleyball programs continue to run at the Edmunds Middle School on Monday and Tuesday evenings.
- The softball pitching clinic ends on February 9. We had nine participants this session!
- 2023 summer athletics camp registration begins 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 dinking are all taking place in February.
- Registration for the 1st Annual BPRW Round Robin Pickleball Tournament will begin in February. The event is scheduled for the weekend of April 29 & 30 at the Miller Center.

Recreation Facilities Division Update

Leddy Arena

- Leddy and Central Facilities staff are working together on a plan to gut the snack bar space and convert it into a party/meeting space as well as a small area for potential concession sales.
- At the end of January we bid a sad farewell to our Arena Recreation Specialist, Tess Weafer, who moved back to her home state of Massachusetts. Tess did an admirable job keeping programs afloat and flexible during Covid and then rebuilding our program offerings to new levels, including reaching new revenue levels. We will miss Tess's hard work and can-do attitude and hope to fill this vacancy as soon as possible. Also in January, Josh Cushing was promoted to Arena Maintenance Specialist – congratulations, Josh!
- February is extraordinarily busy at the rink with a dozen birthday parties booked, plus high school, youth and Lumberjack hockey playoffs, February vacation week Cool Camp, group lessons, and many many private groups. At this time of the year it is not unusual for the arena to be open from 5:30am-midnight and we appreciate the hard work of our maintenance team Stan, Josh and Bert, with support from Scott in the front office.

Miller Center

- February 1 kicks off the BPRW summer camp registration season at Miller. We expect our customer service staff to be very busy assisting parents and caregivers with their summer plans. We will be adding a second customer service staffer to back up James for the first week of registrations.
- February activities at the Miller Center include the CVRA basketball tournament, a series of artist gatherings, school staff meetings and at least one birthday party, in addition to our regular weekly user groups such as Champlain Valley Baptist Church, VT Chargers Power Soccer, Me2 Orchestra, Vermont Dodgeball, BSD's Horizons program and many private pickleball groups.
- In addition to at least 9 drop-in pickleball sessions each week, Miller programs in February include February Vacation Camp, After School Circus Fun, two ASL classes, two line dancing classes, Yoga, Women's basketball league, Womxn's Indoor Soccer, Softball Pitching Clinics, walking program and Table Tennis.

CORE

- The CORE will be exceedingly busy with Very Merry Theatre performances in February including Buster Bear on 2/8, The Adventures of Mittens, Moppet and Tom Kitten on 2/14, Winnie-the-Pooh on 2/16, Cinderella 2/17-18, Bugsy Malone 2/21-22, and Pirates of Penzance 2/24-25! Performances are free and open to the general public with no advance reservations required.
- Room 218 has been re-carpeted and it's an enormous improvement! This space is used by many groups including City Lake Semester and VT Adult Learning, as well as private parties and gatherings.
- One Saturday each month the CORE's own Mulu Tewelde offers pop-up dinners at the ONE Center, offering pick-up of authentic Eritrean food with meat, vegan and gluten-free options. Her next pop-up will take place on February 25 - meals must be ordered in advance here: https://www.muluscatering.com/events

Park Division Update

Park Administration

- Performed a successful Holiday Tree Pick-Up!!!!!

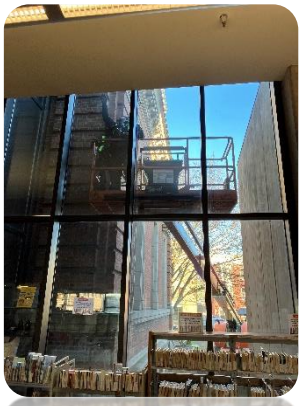
Conservation Program

- ***Conservation Education***
  - Ongoing planning for the City Nature Celebration
  - Hosting and Facilitating winter/spring service learning projects with the following groups:
    - Burlington City and Lake Semester (25 students)
    - UVM ENSC 201 – Recovery and Restoration of Altered Ecosystems (70 students)
    - UVM PBIO 195 – Nature Based Soulutions (15 students)
    - Champlain Elementary School (220 students)
- ***BACG*** -
  - 2023 Returning Gardener Registration finished. 80% of the program
  - Remaining 20% of garden space available during new gardener registration which begins February 8
  - Continued work on BACG organization and systems; reviewing leadership structures; aligning educational materials including translation services
- ***Trails and Greenway***
  - Planning season for next season greenway improvement projects (soft shoulder repair, plantings and accessibility)
- ***General Conservation***
  - Wildlife Monitoring
    - Englesby Brook current examination area
      - Integrated with Champlain Elementary student learning
  - Participating in Grow Wild strategic planning sessions
  - Stratifying 36 different species of native seeds across different plant nursery sites
    - Current Plant Nursery Sites:
      - Champlain Elementary School
      - UVM
      - Kieslich Park

- Starr Farm
- Intervale Center

Central Facilities Program

- Central Facilities Manager completed 6 Big Roles Every Great Leader Takes on at the Office
- New HVAC Specialist hired. Please welcome Ray Bickings!
- Custodial team dove head first into extra snow removal around downtown buildings.
- HVAC team completed system balancing at Police Department.
- HVAC team replaced RTU motor at 200 Church Street.
- Yearly HVAC PM completed at 645 Pine, City Hall/BCA, Library and Miller Center.
- HVAC team replaced circulating pump at 645 Pine.
- Started lobby repair work at Police Department.
- Roof repair work completed at Police Department.
- Exterior glass wall repaired at Fletcher Free Library.
- Planning for opening at Elmwood temporary shelter.
- Caretaker painted interior entrance 645 Pine.
- Caretaker polished wood and assembled furniture at Library.
- Caretaker stepped in and assisted with maintenance at Leddy Arena.



Trees and Greenways Program

- Continued work on BED Utility Line Clearance contract. $85,000 of $125,000 contact completed to date.
- Responded to resident requests as needed.
- Reviewed Landscape plan and provided feedback for new BHS building
- Worked with DPW engineering team on a plan to identify and remove vegetation to make way for construction of a new bridge on Rock Point Rd. Over the bike path.
- Received $10,000 grant from the Conservation Law Foundation and a $15,000 grant from the Vermont Urban and Community Forestry Program to support tree planting in 2023.
- Supported Parks and Recreation team with snow plowing

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.
- Appletree Park had a light pole hit by a vehicle we had to drill new anchor bolts.
- The boardwalk swinging bench pendulum hangers needed to be replaced all 24.
- We had to replace the old cast iron sewer lines in the Cemetery house because of deterioration.

- The Boathouse has had repeated windows broken BPD has the person on camera.
- A number of small snow storms this month has kept the crews busy.
- We are taking inventory of any fluorescent lighting left in City buildings to come up with costs to replace.

Cemetery Program

- Sold 2 new lots for burial in the month of January
- Staff performed 3 full burials and 3 cremation burials in the month of January
- Determined that a 10% price increase for both lot sales and burial rates was required to keep rates commensurate with current inflation. Brought proposal before Cemetery Commission who voted for the rate increase beginning February 1, 2023.
- Continued burial card entry in Pontem
- Hired Sherman Wood as our FT maintenance worker
- Performed grounds and equipment maintenance
- Helped support the Christmas tree round-up
- Article regarding righting and repair work undertaken in the Home for Destitute Children Section of Lakeview Cemetery by Vermont Old Cemeteries Association (VOCA) published in New England Psychologist: https://www.nepsy.com/articles/leading-stories/gravestone-restoration-project-honors-memory-of-home-for-destitute-children-residents/

Grounds Maintenance Program

- Performed daily trash/cleaning of all parks
- Maintained outdoor ice rinks
- Introduced Kronos to FT employees
- Worked with Park Rangers on large encampment clean-up
- Performed equipment maintenance
- Plowed and salted parks as needed
- Worked with other city departments on the annual Christmas tree round-up

Admin Division Update

- Cain Overlook project approved at BOF/CC and work will start in April
- BOF approved on 1/30/23 additional work in the annex. On 2/6/23 consent agenda for City Council
- Momentum Communications selected as the VOREC grant ”One Burlington” facilitator. Our first meeting is in February.
- BTV Stat presentations put on hold but we will complete our work and present to the Commission in March.
- Juliet from Marketing is developing ways to increase engagement and education about our Recreation programs and how they tie in to Parks and Waterfront through creative storytelling and social campaigns.
- Marketing is in the process of hiring a part-time graphic design and communications support role.

- Juliet is currently working with several division heads to complete a BTV Stat presentation as well as develop Summer Camp promotional materials for launch in early February.
- Juliet was pleased with online engagement from the BIPOC Winter event on social media. She created a suite of graphics and messaging, promoting widely across platforms leading up to the event. The graphics were by far our top performing posts for the month on @BTVparks Facebook and Instagram. Some results were a 108% increase in profile visits, 173% increase in story views and 100 new followers on Instagram.
- We are in process of working with the City's Innovation Team to develop a new website which will be in compliance with accessibility standards, current web development standards, as well as integrate us with the larger City web presence. Anticipated date for launch is Late Winter 2024.

Commission notes

- No additional notes

M ore photos from the very successful BIPOC event at Leddy

BURLINGTON
PARKS
RECREATION
WATERFRONT

MEMO

Date: January 14, 2023

To Parks Commission

From: Cindi Wight, Director
Deryk Roach, Parks and Facilities Superintendent

Subject: Commercial uses of parks - Discussion

OVERVIEW

At the January 10, 2023 Parks Commission meeting we reviewed and discussed the commercial uses of our parks as the ordinances require approval by the Parks Commission for them. The Department is confident that we are catching most of the uses and hope to educate more users through our Park Ranger program.

The addition last year of the "Programs in our Parks" helped us catch group fitness programs, such as yoga and we had four businesses sign up our first year. Park Partners enhances programming in our parks without the burden of exclusive use of the space and ensures we know who is in our parks. They do not have exclusive use of a space within a park, must be under 20 people, have an opportunity for sign-up (can be through a studio/membership) and the cost is $100/year

One area we do not capture is private weddings with a paid officiant with a group size under 20 individuals. To capture the majority of the small groups, we suggest adding an "Officiant Park Partners" category, where we charge a blanket rate of $200 for the season to the officiants that would cover them for weddings for a calendar year.

Since weddings are exclusive, in that no one else is invited, we believe the rate should be higher than our other Park Partners programs. If the group size is over 20 people, they would need a park permit in addition to being a part of our "Officiant Park Partners" program.

Motion
Approve a new "Officiant Park Partners" rate of $200 per calendar year for officiants performing weddings in our parks.

Websites alert couples that public parks need permits
https://thebudgetsavvybride.com/planning-the-perfect-public-park-wedding/
https://www.marthastewart.com/7891001/things-to-consider-married-in-public-park-wedding-venue

Additional Information

Concessionaires (% of sales) – exclusive use
North Beach Beach House restaurant
SUP/Kayak rentals
Splash
Maven trailer @ A_Dog Skatepark
Bike rentals (tentative)
Spirit of Ethan Allen

Park Partners ($100/year) – not exclusive use
Yoga classes
Private fitness and sport coaches

Photography & video ($100/visit) – not exclusive use
Varies annually

Slip rentals ($134/foot) – exclusive use
Whistling Man Schooner
Let's Go Sailing

Listed below is a portion of the ordinances related to permits. You can find all of the rules for the parks in Appendix D.

1. 1 Park reservation and special use policy.

(A) *General Statement:* The department of parks and recreation will make park properties and facilities available to the public on a first-come-first-served basis. Certain areas and facilities may be available for special use on a reservable and exclusive-use basis. Special use of areas and facilities must be compatible with the department's overall policy of appropriate and equitable use and wise land management. Specific policies and regulations have been developed as detailed in subsections (C) through (I), which cover many of these special uses. Any request for park use which is not detailed in subsections (C) through (I) must be submitted to the board of parks and recreation commissioners for consideration.

The policies and procedures for park special use and required permits as stated herein are exclusive of contractual agreements in excess of four (4) days which are generally associated with seasonal concessionaires and the operation of the Gordon H. Paquette Municipal Arena and the North Beach Campground.

(B) *Objectives:* The objectives of the park reservation and special use policy as detailed herein is to define the purpose for which park areas and facilities may be used, appropriateness and conditions of use, scheduling requirements and priorities, permit requirements and applicable charges for services and facilities provided by the department.

(C) *Types of Park Special Use Permits:*

(1) Standard form—Park special use permit;

(2) Approved schedules submitted by recognized youth or adult sports leagues, Burlington City governmental divisions or recognized annual concert series.

(3) Contract agreement.

(4) Park entertainer's license.

(D) *Conditions Requiring Park Special Use Permits:* A park special use permit is required if one or more of the following conditions exist.

(1) A group of individuals of twenty (20) or more who use a park area or facility.

(2) Reservation and exclusive use of a park area or facility for a specific time and date or on a continued scheduled basis.

(3) Use of park area or facility for an event open to the public.

(4) Use of park area or facility for commercial or fund-raising purposes, including, but not limited to, the sale of goods and services, solicitation of monies, sale of tickets or games of chance, and the use of park areas or properties to conduct an activity where the exchange of money for a product or service does not occur directly in the park, such as mass media advertising or photography.

(5) The conduction of a sports tournament or event where individuals or teams are charged a fee to participate or spectate.

(6) Use of park area for park entertainers where donations may or may not be solicited.

(E) *Rules and Regulations Concerning Park Special Use Permits:*

(1) Park special use permits will be issued to responsible persons eighteen (18) years of age or older.

(2) Persons representing organizations, institutions or businesses must be an authorized representative and accountable for any personal or property damage arising from the activities of the group and for the conduct of those in the group.

(3) Payments associated with standard form park special use permits must be made at the time the permit is issued.

(4) Standard form park special use permits must be picked up at least twenty-four (24) hours before the scheduled use. Permits associated with Saturday and Sunday use must be picked up by 12:00 noon of the preceding Friday. Permits not picked up prior to established deadlines will be voided upon department discretion.

(5) Park reservations and permits may be canceled by the applicant forty-eight (48) hours prior to scheduled use without liability. The department will issue cancellation notices as far in advance as possible, but reserves the right to cancel at any time as deemed necessary.

(6) Permits may be canceled by authorized department personnel or the chief and tour commander of the police department at the time of the reservation if the conditions and intent of the permit is violated or if the permit holders violate any park rule or regulation, park or city ordinance, Vermont state or federal law.

(7) Upon cancellation of a permit as a result of a violation of the permit agreement or violation of park regulations, park or city ordinances, Vermont state or federal law, the park area and/or facilities will be vacated by the group as stated on the permit and the area/facility will revert to use on a first-come-first-served basis until such time as a succeeding permit comes into effect.

(8) No tickets are to be sold or admission charged, donations or other money-raising methods conducted except as expressly approved by the board of parks and recreation commissioners or authorized designee.

(9) No group shall conduct any activity causing undue additional work for the department unless a previous agreement has been made for reimbursement.

(10) Permits are not transferrable to another individual or group.

(11) Request for park special use requiring department approval may be made in person, by telephone or in writing. Request for park special use requiring approval by the board of parks and recreation commissioners must be submitted in writing.

(12) Individuals or groups engaging in the sale of items intended for consumption or sponsoring an athletic event where participants are charged a fee must provide proof of a comprehensive liability policy protecting themselves and the City of Burlington, as an additional insured, from loss or liability arising out of their sponsored activities. The limits of such policy shall be no less than three hundred thousand dollars ($300,000.00) per person and three hundred thousand dollars ($300,000.00) per occurrence.

Park Special Use Approval Authorization:

(1) The department of parks and recreation is authorized to process and approve all requests for park special use in compliance with the policies as set forth in the park special use policy, including the exposure and sale of goods and services in connection with an event when such sales are conducted by the sponsor of the event and intended to defray cost of the event. Proceeds from such sales may also be used to defray operating expenses of governmental divisions, quasi-public or nonprofit organizations or agencies.

(2) Request for park use, commercial in nature, intended to generate a profit and not affiliated with an activity or event occurring on park property must be submitted in writing and approved by the board of parks and recreation commissioners.

(3) Any request for department cosponsorship of an event or for park special use not in compliance with the park special use policy must be submitted in writing and approved by the board of parks and recreation commissioners.

Fees and Charges: As set annually by the board of parks and recreation commissioners.

BURLINGTON PARKS RECREATION WATERFRONT

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 her then you would know she is 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 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.