



**PARKS & RECREATION COMMISSION
Minutes
January 11, 2022
Parks and Recreation Commission**

Commission Present: Traverse, Duke, Johnson, Todd and Farrell

Staff Present: Wight, Kaeding, O'Daniel, Kaplan and Putzier

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

Approval of Agenda

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

Approval of Consent Agenda

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

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

Open Space Burlington Report

Traverse introduced Andy Simon and Ruby Perry, Traverse shared aerial map. Simon started with the barge canal and a punch list and then asked for questions and comments. Spoke about the barge canal as a whole and the eco system and what it needs to function better in terms of public space and in general and then the larger picture and possibilities for the site in the future.

Simon said the way configured parcels configured by yellow lines and blue is the super fund sites and then magenta is contaminated water on the site. Flood control services, storm water, soil stabilization, mediation over toxins have been going on for years, see as primary site for climate emergency to provide those types of services. Lots of work to be done at the site, the City owned site in the middle is covered with junk from previous homeless encampment and others, need cleanup for anything to proceed on the land. Need to be thorough inventory of plant and animals currently on the site. Need to replant with native species and improve access to the site.

Perry gave vision of what have seen, land has contained the toxins and EPA reports have pointed out and feels can do more. Don't have exclusive benefits, see that create safe public access such as boardwalks, maybe research hub with UVM and others and is interest with others and a prime location for such. Could be training site for students as well as citizens, also a naturalist program and school groups. Can improve ecological studies, natural history, industrial legacy, and what the impact has had on wetland and how to do things differently. Have heard that the City is reluctant to own that property and working with many others and based on all caring what happens to that land and what happens to the Lake and storm water. Stated that ask is to find a way to support the project and asking for partners and would like to see the City as a partner and can't do exclusively whether owned or not by the City.

Traverse said this Commission is not privy to acquisitions but more how to be managed and as a sounding board, could not necessarily be in a position to vote or take any action.



Todd stated she was a huge fan of the barge canal during the winter and the beaver wildlife, ecology and fascinated to look at as a public space and to create access. Has experienced with master planning with parks some concrete steps to follow and community input process and then another consultant phase and then propose a vision and asked what there process has been knowing a private group is proposing and what has been done so far and how do they see the public process moving forward.

Perry said they started with a petition with 500 signatures to conserve the land and in those comments a clear strong feeling that people want conserved and that land is important and not talking about a regular park, not doing the same type of study as other parks have had. Simon also stated started with whole land should be part of the whole land and not just a strip, talking about land acquisition, VT River Conservatory, VT Land Trust, VT Lake Champlain Conservancy, also talking to private land owner and was open to conserving as long as he could get asking price. Tried to get a good idea of the history of the land. Been learning about the land mainly and not speaking as explicitly as such. Also has looked into 1992 plan that was proposed to create landfill and remove all contaminates and Burlington residents rose up and ended up deciding to just leave alone. It was decided it needed care and conservation work.

Todd said framework of community benefits come and all get together to come to agreement and wondered if this group would be interested in working under this framework and have the City work with them to go through the Community development agreement. Did not know of an example in Burlington but does know it exists in other bigger City/Towns. Was also wondering how it would connect to other larger projects such as the Southern Connector or Champlain Parkway. Simon said that it was supposed to go straight through but then was found it could not happen because of contaminants.

Traverse asked as moving forward what next steps were and Perry said going to pursue an appraisal of the land and continue to educate on the land. First began with the environmental piece of the land and found a lot of interest of it being an education park to learn from.

Public Forum (Time Certain 6:00 PM)

Public Forum was opened at 6:07pm

Lev/Steve Levy, resident across the street from Callahan Park said he had been having problems with people parking and getting drunk leaving garbage. Asked to have lights turned off by 10pm. trying to resolve, did use c click fix but a gathering site for young adults playing music in cars loudly. Took a sign out last night and pranced around. Since he lives right across from the park would like to see it end. Stevelev53@gmail.com

Wight said that she would check on the lights as they might be on a timer and he should call the police in case an ordinance is being broken. Even if the police can't show up they might want to document if there is a pattern. Levy said the hockey people started bringing amplified music to the rink and Traverse said they are not supposed to have amplified music in parks unless with permit.

Seeing nobody further from the public, Public Forum was closed at 6:13 pm

Permits

O'Daniel introduced herself and began her overview of her role and how she received request for inquiry on permit and then determines if department can accommodate and then finalize internally or externally. Issue three types of permits; general use, filming/photography and tabling permits. She then



gave a breakout of the permits as to how many of each and the General permits are the most with about a little less than a quarter of filming permits and very few tabling permits. Eventually the tabling permit might be combined with the filming permit. She gave a few examples of some of the specific permits that had been issued such as; Baird Block Party, low impact wedding ceremonies, school groups & Camps at various locations, community focused informational sessions, free and open to the public at Roosevelt Park, local organization tabling at Battery & City Hall Park, clothing drives at various locations and library visits to many of our parks. Some pricing coming up will be the tiered permit pricing; 20-39 people, \$25, 40-59 people, \$50, 60-79 people, \$75 and 80-99 people, \$100 and also Programs in the Parks initiative, which is generally smaller but want to capture who is using the parks and to get people into the park, just want to know who is using and how using the park and get outreach to others, \$100 fee annually.

Todd asked in what ways reaching other populations that are more diverse to let them know what is happening in the parks and how the permitting works and was told that O'Daniel is currently working with diverse populations in the garden program and word of mouth as well as on the website and not all done currently but in the works.

Duke asked in the pie chart how many permits that represented and was told by permit and could get for the minutes, felt around 120 total for the year. Also asked how many gatherings are actually getting permits and was told she did not have a true feed on and would in the future with the new Park Rangers coming on board.

Traverse asked if any thought on making a list of approved permits more available, for example if a resident sees a person using amplified music in a park, could they look up to see if they had a permit. O'Daniel said it is possible to make public but to keep in mind some privacy to make sure not all information is public on the actual individuals.

Todd asked about the programs in the parks piece and that sometimes they don't know about or where to go to get that information and requested that communities are asked what they would like to see in the parks and O'Daniel asked for contact and was told Phet.

Parking Fees

Kaeding stated that parking fees have not been adjusted in many years, want to up a bit, more for main holidays, to add more days to use holiday prices. N Beach will be the one using the majority of the fees as Perkins will have kiosks as do others. Mainly daily pass and student pass, holiday pass.

Wight said submitted memo and increase and last night at BOF, CAO indicated that the city is going to look back at department 2019 fees and do a 3% increase. Said today should be more of a discussion and come back in February to take action after budget discussions with the City. Discussed how and what specifics to raise. All information for low income is on our website for those that might not be able to afford. Parking falls into enterprise part of service sustainability strategy as a reminder that if walking or biking free. Kaeding said not a lot of season passes sold after July 1st, mainly daily passes.

Traverse explained that some of the fees are within the purview of commission and some are not, how can mix and match to make some of the expectations of the department and most are attainable and as talk about increases always keep in back of mind those that may need a waiver or decrease.



Farrell said he agreed to wait to make any final decisions and Wight added it would be good to get feedback from commission on parking as an area to generate more revenue. At one point the commission had given permission to look at collecting at Leddy again.

Duke stated it had been a while since collected at Leddy, felt the fee is low currently to get a pass and agree to take time to do business analysis and use money to pay for parks and have availability to use low income passes.

O'Daniel stated do issue low income passes and they connect with her to get.

Todd would like to see more increase in parking fees, and a bigger non-resident fee, also would like to have more accessible and can also be charging for them as well and prioritizing and would like to see BHS parking lot become a revenue parking generator. Wight said the school is open to BPRW charging and using the parking area but it is a matter of figuring out what the best way to do, with some type of park mobile or kiosk.

Traverse asked if any data on kiosk versus a parking system and Wight said not kiosk at Perkins at one point during construction had park mobile but do know, not really working would be able to see if kiosk comes in time, the difference with park mobile and kiosk. Kaeding said Oakledge might be a viable option to get that data.

City Bond Update

Wight said that the bond failed in December came back last night with \$25 m. bond feeling people are interested, concerned about school bond and what else was on for Memorial. Capital committee got down with priority to fire trucks, communication system, some for memorial and additional funds, 3 miles of sidewalk and road 1/3, money set aside \$5 m. for matching infrastructure grants, \$4.5 m. improvements to city buildings, \$2-\$3M. Parks Drudging, water facilities at gardens, trying to focus on revenue producing areas. January 24th is when the City Council will need to determine if a bond will go on in March, if not and is the following March then no money for any capital funding.

Traverse said very concerned about the timing and not sure what the bonding is and lack of information and is feeling like short time frame to get information out. Todd agreed that the clearer the message from the City about exactly how the money will be spent, the better the chance for it passing. Messaging and how the money will be spent is going to be very crucial.

BPRW Dedicated Funds

Wight shared a list of the numbers that pertain to the Parks department and how not all were fully funded in FY22 and determination was not fully funded due to tax increase. Wight showed Greenbelt, get ½ cent in previous years if fully funded \$280,000, PFP up to a cent and historically .05 if correct anticipate \$561,000, mainly park projects that are done and impact fees also play large amount and in FY21 received \$19,000 and to date received 0 money. Will need impact fees to get back to full level of projects need impact fees. Open Space/Conservation Legacy not historically fully funded, can be funded up to a penny but has been slightly half a penny if fully funded significant amount of money, \$560,380, bike path maintenance fund ½ cent would be \$280,690.

Farrell asked what stirred this to fully fund the accounts and would they be fully funded and Wight said this commission asked for full funding of PFP and comment was made to have fully funded and at BOF



meeting when showing FY23 shows fully funding all the various funds. Said as a Commission you may choose to request to have fully funded.

Traverse said that he was at the meeting and was a commitment to fully fund and was not fully funded previously due to COVID and his expectation is to keep it fully funded or he would be happy to advocate for.

Standing Item:

Report from Commission on Volunteer Hours

Farrell had 1 additional hour, Johnson had 1 additional hour and Traverse had 2 additional hours.

Report on PACC Dog Force

Duke said the committee has not met yet.

Report on Parks Foundation

Todd asked if inclusion on the Foundation Board was part of inclusion, diversity and Farrell said that has been a big part of the process and felt it was undersold previously.

Director's Items

Wight said the Parks Foundation took on the Redstone Cottage as a fundraising campaign, working with housing conservation board, few pieces working on, applying for \$62,000, out to bid in February. Wight told the commission what fees they are responsible for approvals; Leddy Arena Rental fee, Mooring fees and looks for feedback on others.

Wight commended Rogers for putting on Pomerleau Party, Sr. Party, delivering meals and many others that helped him out. Rec Facilities hired new admin person at Leddy, Scott, great skating show in December, The Gift, Conservation team focusing on winter trails, Cemetery Commission is looking at green burials, meeting Thursday and the link is on City Calendar, Park Facilities fixed railing at North Shore and found lots of interesting documents while cleaning out old documents, found documents stating BPRW had responsibility for the railing. Grounds team 127 clean up, planning team kicking off Leddy Park Comprehensive Plan, one step ahead as had public meetings already, Waterfront has new software coming for campground and waterfront.

Todd said she really enjoyed the Perkins Pier process and great to see team and consultants paint the picture.

Commissioner's Items

None

Adjournment

Motion to adjourn at 7:30pm



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: CFF Special Use Permit for September 18th, 2022

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 18th. 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: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Haydee Miranda's Amplified Sound Waiver for June 24th, 2022

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

Haydee Miranda has rented out the Upper Shelter at Oakledge on Friday, June 24th for a small wedding. This gathering is expected to have around 30 guests.

They are requesting to have amplified sound between 5pm – 8pm, with music playing from a playlist. They have already booked the Upper Shelter at Oakledge Park.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Kyle Davis Special Use Permit for August 6th, 2022

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

Kyle Davis has rented out both the Upper and the Lower Shelters at Oakledge on Saturday, August 6th for wedding.

They are requesting to have amplified sound between 5pm – 8pm, with music being performed by a live band. They have already booked both shelters.

It is on a day with no conflicting events.

Staff Recommendations:

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



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Zoe's Race Special Use Permit for August 28th, 2022

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 12th annual Zoe's Race at Oakledge Park on Sunday, August 28th. 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 and 30 volunteers. 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.



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Buddy Walk Special Use Permit for October 2nd, 2021

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 12th 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 1pm – 2pm, including music from a playlist and speeches. They have already booked 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.



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: COTS Special Use Permit for May 1st, 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 31st annual COTS Walk at Battery Park on Sunday, May 1st. 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.



MEMO

Date: February 8th, 2022
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: HSCC Special Use Permit for June 5th, 2022

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

The Humane Society of Chittenden County (HSCC) will be hosting their 28th Annual Walk for the Animals & 5K Doggie Fun Run at Battery Park on Sunday, June 5th. Fundraising efforts for this event help support their mission to ensure that every pet has a loving home and that every pet owner has access to the resources they need to give those pets happy, healthy lives. In 2021, HSCC celebrated 1,385 adoptions and provided low-cost veterinary services for hundreds of locally owned cats and dogs through their Community Pet Clinic.

This event is expected to have around 200 participants and 40 volunteers. They are requesting use of the Bike Path. HSCC is anticipating that local organizations will be providing complimentary snacks for participants and 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 9am and 11:30am, including music from a playlist and speeches. They have already booked Battery Park.

Staff contacts for the event are Diana Hill, Erin Alamed and/or Amanda Bottiggi.

It is on a day with no conflicting events.

Staff Recommendations:

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

MEMO

Date: February 1, 2022
To: Parks Commission
From: Cindi Wight, Director
Erin Moreau, Waterfront Superintendent and Harbormaster
Subject: Parking fees

Recommendations to Parks Commission:

Approve the *updated* 2022 parking fees for BRPW controlled lots.

OVERVIEW

All parking fees require approval annually from the Parks Commission and the City Council. Once we receive Commission approval, we will move to the Parks, Arts and Culture Committee for feedback and support. The final step is approval from City Council.

Based on feedback at our January meeting, we increased all of our season pass rates with the exception of trailer parking. We are also starting conversations with DPW Parking Services about adding the lower Leddy lot as a fee lot from Memorial Day to Labor Day. The seasonal parking pass would include Leddy.

COST Recovery Goals related to parking

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. Our enterprise groups (marina, parking 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

The chart below shows the old rates, new rates and the percent increase.



We will continue to encourage a seasonal parking pass that allows pass holders to park at Perkins, North Beach and Oakledge for no additional fee. In addition, as noted on our [website](#), we accept the Green Mountain Passport and residents with limited income may ask for a free parking pass at North Beach.

	Description	Old	New	% Increase
Seasonal Parking	Season Pass Student	\$ 25	\$35	40%
	Season Pass Resident	\$ 45	\$45 \$50	0% 11%
	Season Pass Non-Resident	\$ 60	\$60 \$70	0% 17%
	Additional Season Pass Resident	\$ 15	\$20 \$25	0% 33%
	Additional Season Pass Non-Resident	\$ 25	\$30 \$35	0% 40%
	Season Pass for League Participants (Oakledge only)	\$ 30	\$30 \$40	0% 33%
	Season Boat Trailer	\$ 30	\$30	0%
	Monthly Business Parking Pass Res	\$ 70	\$70	0%
	Monthly Business Parking Pass NR	\$ 70	\$70	0%
	Description	Old	New	% Increase
Daily Parking	Resident	\$ 6	\$8	33%
	Non-Resident	\$ 8	\$10	25%
	Car & Trailer	\$ 10	\$10	No change
	Day RV	\$ 10	\$10	No change
	Day Bus	\$ 20	\$20	No change
	Event/Holiday	\$ 10	\$12	20%
	Commercial Boat Launch	\$ 20	\$20	No change
	Day Boat Launch Pass	\$ 10	\$10	No change
	Overnight Car & Trailer	\$ 12	\$12	No change
	Handicap Car with Trailer	\$3.00 trailer	\$3 trailer	No change
	Description	Off Season	Peak Season	Change
Kiosks	Pease Lot	\$2/ hour	\$3/ hour	No change
	Perkins Lot	\$2/ hour	\$3/ hour	New hourly format
	Perkins Lot Boat Launch	\$0	\$10	No change
	Oakledge Park	\$0	\$2/ hour	No change
	Waterfront Park Launch Ramp	\$0	\$10	No change

MEMO

Date: February 1, 2022
To: Parks Commission
From: Cindi Wight, Director
CC: Melissa Cate, Recreation Facilities Superintendent
Subject: Leddy ordinance changes

Recommendations to Parks Commission:

Approve the recommendation to remove Chapter 22-Section 20 of the Burlington Ordinances.

OVERVIEW

In 1973 the City created Chapter 22-Section 20 of the Burlington Ordinances covering rules for Leddy Arena and associated fees. The City updated the section in 1976 (2), 1980 and 1981. Three updates included fee increases and one update that banned smoking in prohibited areas. There has been no update to the section in over forty years.

RECOMMENDATION

The Department recommendation is to remove in entirety section 20. Building rules need to be nimble and flexible for change and not require an ordinance change or city resolution. We also need the flexibility to change fees based on budgets, market factors and special events. Rules and fees for buildings do not exist in Chapter 22 or in Appendix D for our other year-round recreation facilities – Miller Community Center and CORE (our 2nd floor space at the Old North End Community Center).

CURRENT ORDINANCE

1. 22-21 Burlington Municipal Arena rules and regulations.

(a) *Prohibited activities.* The following activities are prohibited at the Burlington Municipal Arena:

- (1) Possessing food or beverages on the ice.
- (2) Possessing alcoholic beverages.
- (3) Being intoxicated.



- (4) Wearing skates in areas other than in those designated for that purpose.
- (5) Playing hockey without proper equipment.
- (6) Loitering.
- (7) Throwing or dropping foreign matter on the ice.
- (8) Bringing pets on to the premises.
- (9) Public skating in a manner other than that prescribed.
- (10) Violation of any applicable general park regulation.
- (11) Smoking in areas where smoking is prohibited pursuant to posted notices.

Violations of these rules are violations of city ordinances and may result in prosecution or eviction from the premises or both.

(b) *Fees and charges, olympic rink.* During prime time, the rental rate shall be fifty dollars (\$50.00) per hour. Prime time hours shall be noon until 10:00 p.m. on weekdays and holidays. All other hours shall be at the rate of forty dollars (\$40.00) per hour.

(c) *Fees and charges, studio rink.* During prime time, the rental rate shall be thirty dollars (\$30.00) per hour. Prime time hours shall be 3:00 p.m. until 10:00 p.m. on weekends and holidays. All other hours shall be at the rate of twenty-five dollars (\$25.00) per hour. Studio rink rates are available only when the main rink is in use.

(d) *Fees and charges, public skating.* The admission price for public skating shall be one dollar and fifty cents (\$1.50) for adults and one dollar (\$1.00) for persons seventeen (17) years of age and under, upon proof of age and high school students bearing identification cards. Burlington residents' rates may be discounted twenty (20) per cent.

(e) *Fees and charges, patch time.* The rental of patch ice time shall be two dollars (\$2.00) per hour.

(f) *Fees and charges, special note.* Special rates for programs outside the aforementioned may be assessed by the board of park commissioners commensurate with the costs of rendering special services.

MEMO

Date: February 1, 2022
To: Parks Commission
From: Cindi Wight, Director
CC: Erin Moreau, Waterfront Superintendent and Harbormaster

Subject: Bike Share Hubs in Parks

OVERVIEW

On May 5, 2021 Burlington, South Burlington, Winooski, the University of Vermont (UVM), Champlain College, the Chittenden Area Transportation Management Association (CATMA) and the Chittenden County Regional Planning Commission (CCRPC) executed a one year contract with renewal options with Bolt Mobility to bring a fleet of electric bicycles to the region at no cost to the parties. This came after 3 years of a traditional (non-motorized) bikeshare network operated by Gotcha and then Bolt (after merger and purchase).

The goals of this system include:

- Providing convenient, alternative transportation choice to residents and commuters to reduce vehicle miles traveled
- Growing the number of bike users and bike commuters in the region
- Creating an equitable system that allows anyone fair access to an e-bike

A brief timeline of how this partnership came to be is shown below:

- 2017: After extensive community engagement, Burlington City Council approves the City's first walk bike masterplan - planBTV Walk Bike. This Plan calls for the establishment of a bikeshare network.
- 2018: CATMA issues an RFP on behalf of the regional partners. A limited pool of businesses applied with Gotcha selected to establish the network.
- 2018-2020: Gotcha operates traditional bikeshare network and parties negotiate the transition to an electric fleet
- 2019: Burlington City Council approves DPW to enter into a one year contract with the possibility for renewals
- 2020-2021: Covid delays contract finalization and e-bike transition. Gotcha is sold to Bolt and is heavily impacted by supply chain challenges
- 2020: CCRPC releases an RFP to determine if other bikeshare vendors are interested in the Chittenden County market. Limited applications are received and the regional partners conduct some interviews. Other vendors don't seem like as good of a fit, are less flexible and do not commit to hiring a local employee to manage the system.



- 2021: Supply chain challenges relax and Bolt commits to an electric fleet for 2021 at no cost to regional partners.

RELEVANT DATA (from Bolt report)

Average # of deployed bikes – 99

Total number of rides – 8,851

Top hub locations: Penny Lane, Ben & Jerry's, UVM Library

- Penny Lane rides (Waterfront Park)
 - Start hub – 2,217 and end hub – 1,674
- 645 Pine rides
 - Start hub – 239 and end hub 183

CURRENT STATUS

DPW and the City Council Transportation, Energy and Utilities Committee (TEUC) are reviewing the Bolt report, receiving feedback from community members and stakeholders to determine if they will extend the Bolt contract for another 1-2 years. The committee will vote at the February meeting.

If they do renew the contract, we need to determine if we will sign a lease with BOLT for a location in our parks for the bike racks. In 2019, the Commission voted to allow an encumbrance of the racks in up to seven parks. Gotcha placed a rack at the bottom of College Street in 2019 and 2020. In 2021, based on feedback from local bike shops the waterfront location changed from the bottom of College Street in Waterfront Park to near Penny Lane but still in Waterfront Park. Bolt added a rack to 645 Pine Street, which falls under BPRW as a "Public Building." No racks were placed in other parks.

ENCUMBRANCE VS LEASE

We used the term "encumbered" in 2019 and charged per square foot similar to DPW and the use of the public right of ways. Based on attorney feedback, the more appropriate term for BPRW would be a lease. Our recommendation is to base the lease on a percent of gross sales similar to other commercial options we have in our parks (concessions, Spirit of Ethan Allen). We recommend 5% of gross sales, which aligns with other Waterfront Park commercial enterprises that provide their own infrastructure. The percent of gross sales would be only for rides starting from the location.

OTHER WATERFRONT BIKE RENTAL OPTIONS

Local shops see the Penny Lane site as a real threat to their businesses. While recognizing that the primary use of the Penny Lane location is most likely tourist traffic, it does provide a waterfront hub for students coming down from UVM and residents utilizing the Greenway corridor from hubs at Cambrian Rise and the New North End.

BPRW staff offered to meet with local (Burlington) shops to see if there is interest in a waterfront location for local rental shops and we have several shops interested in meeting. Based on commercial use of our parks, we would come back to the Commission for approval of any potential opportunity.



BOLT[™]

GREENRIDE

RIDERSHIP REPORT:
END OF YEAR - 2021

Ridership Data

MAY 2021 - DECEMBER 2021

FLEET OVERVIEW

Average number of deployed bikes: **99**

Total number of rides: **8,851**

RIDERSHIP TRENDS

Average trips per rider: **2.34**

Most popular days of the week for ridership: **Thursday, Saturday, Friday**

Peak ridership times: **2pm, 3pm, 1pm**

RIDER DATA

Total number of unique riders: **3,783**

MEMBER TYPE

Annual Subscribers: **14 users, 216 trips**

Campus Subscribers: **128 users, 2,641 trips**

CATMA Subscribers: **1 user, 23 trips**

Bolt Forward: **6 users, 80 trips**

Pay As You Go: **3,743 users, 5,991 trips**

CUSTOMER SUPPORT

Average response time of customer service team (via email, live chat, and telephone): **41 seconds**

Website and telephone uptime: **99.99%**

TRIP DATA

Average trip length: **2.9 miles**

Average trip duration: **33.79 min**

Total miles ridden: **25,274.2 miles**

Total minutes ridden: **299,045 min**

HUBS

Top hub locations: **Penny Lane, Ben & Jerry's, UVM Library**

Number of rides that ended in a hub: **5,093**

Number of rides that ended outside of a hub: **3,856**

SUSTAINABILITY

Carbon emissions saved: **22,222lbs**

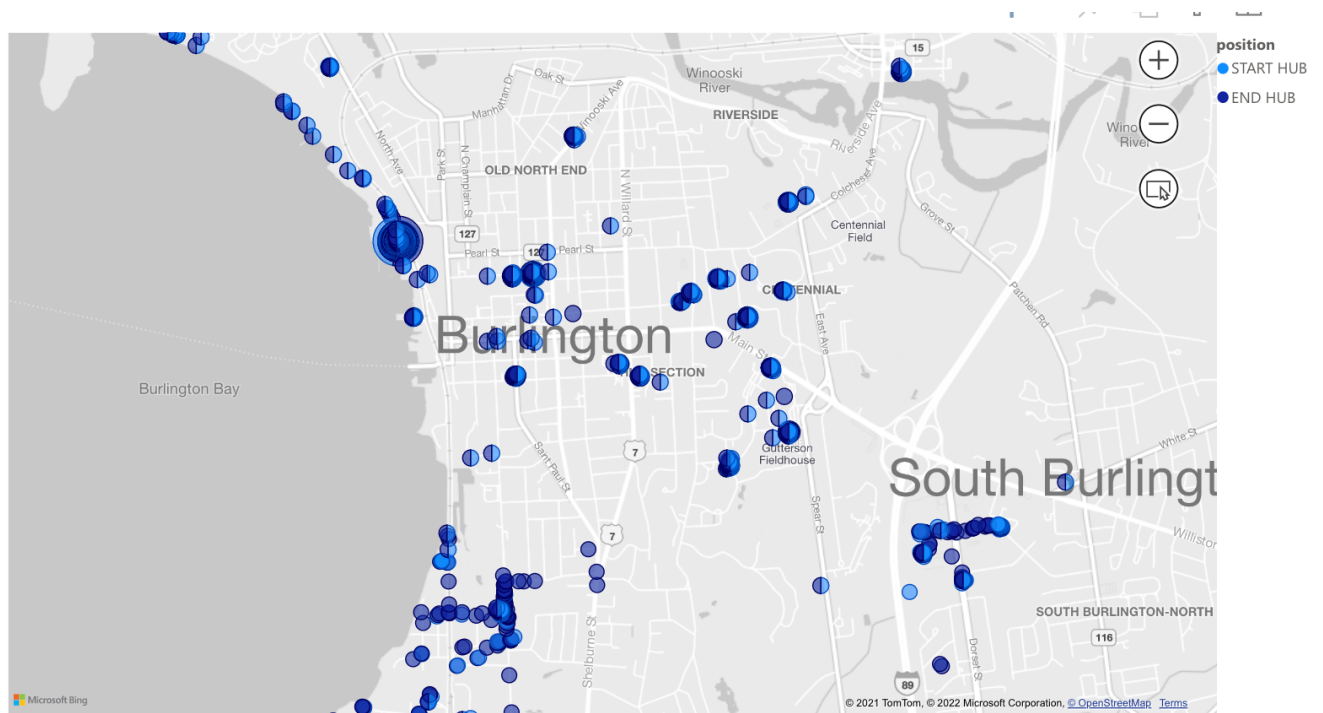
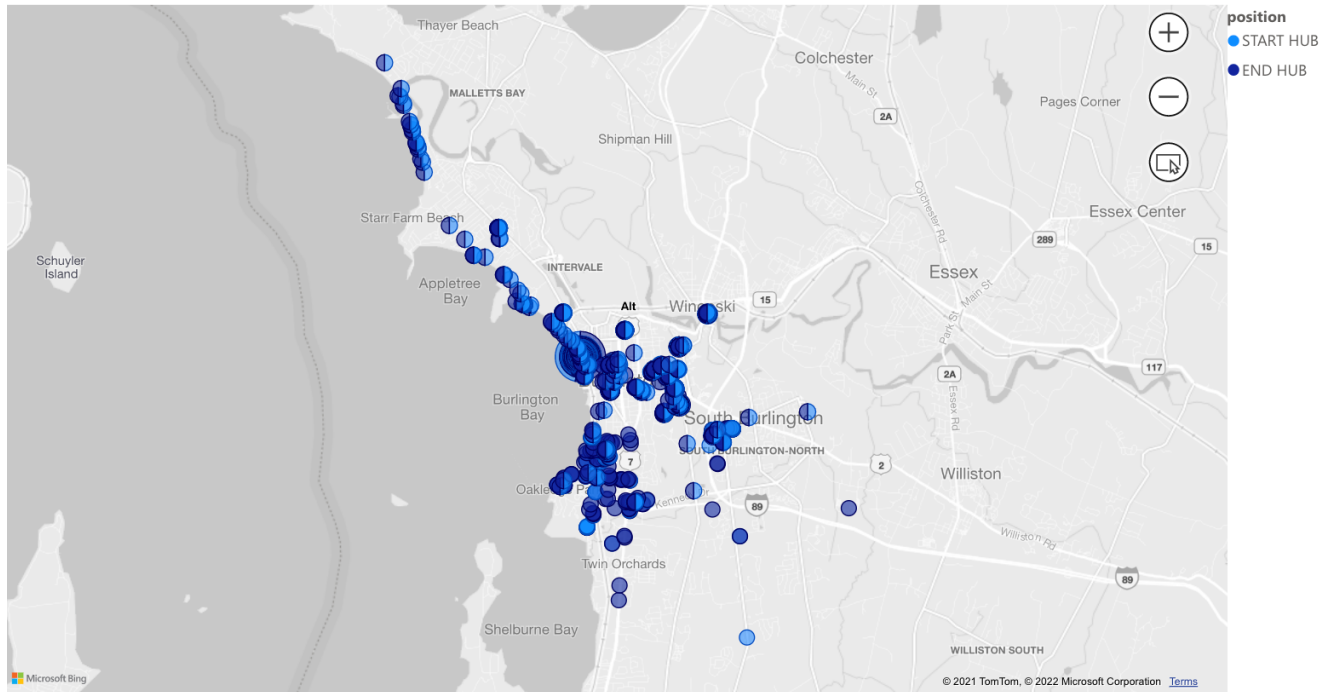
*Filtered to only account for trips longer than .25 miles and less than 15 miles and trips greater than 2 minutes, but less than 200 min.

Hub Activity

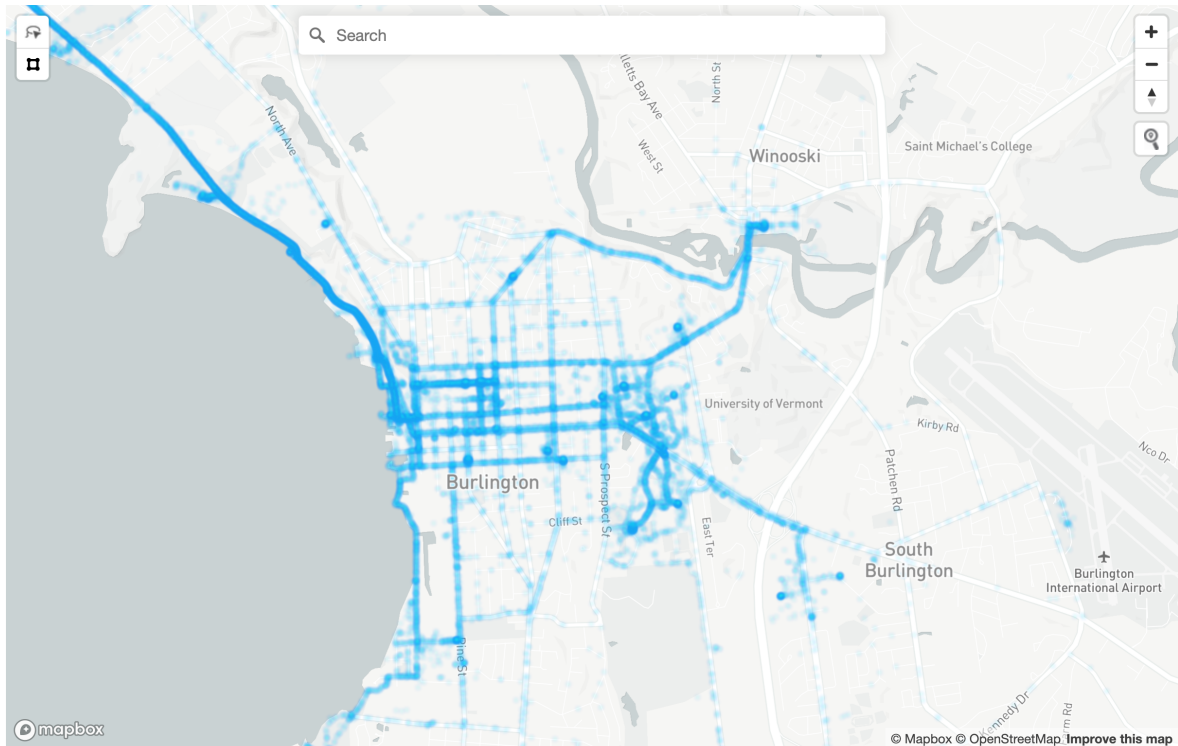
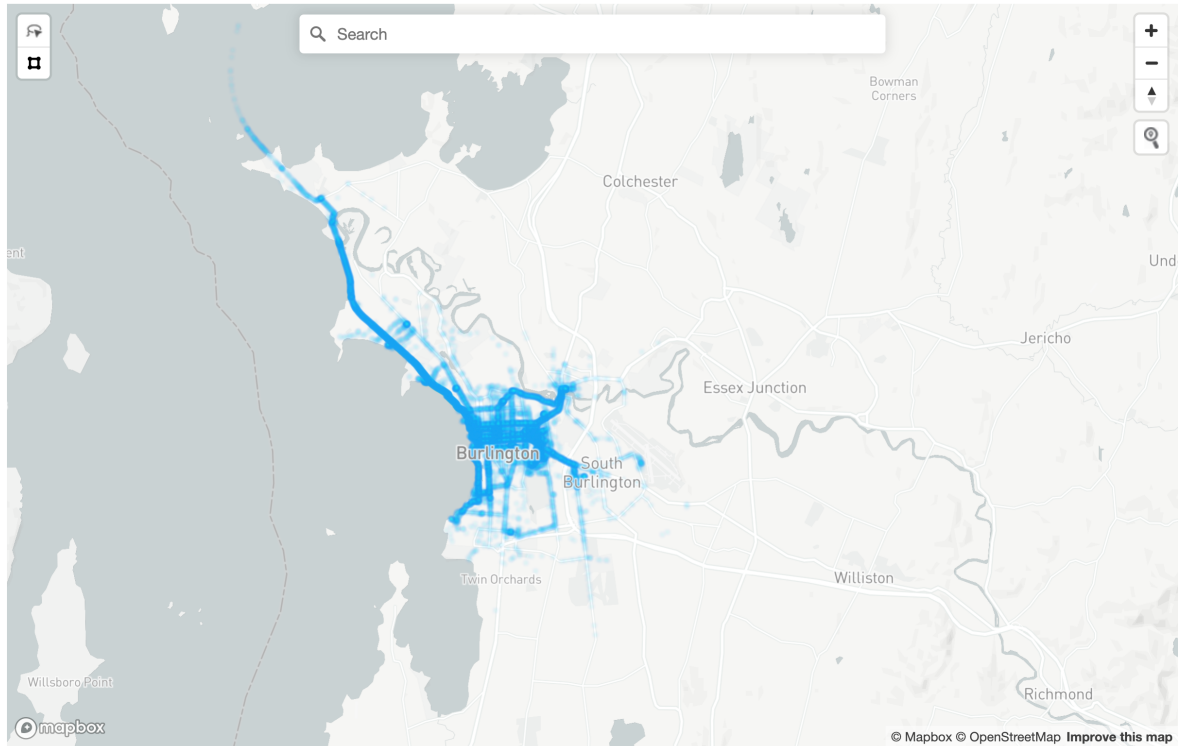
OOH →

hub	START HUB	END HUB	Total
	1659	3856	5515
burlington_PennyLane	2217	1674	3891
burlington_BenandJerry&amp;#39;s	578	519	1097
burlington_UVMLibrary	497	251	748
burlington_WinooskiFallsWay	314	355	669
burlington_downtowntransitcenter	394	246	640
burlingtonLiving/LearningCenterUVM	378	198	576
burlington_BenandJerry and #39;s	333	216	549
burlington_UVMGuttersonGarage	304	177	481
burlington_UVMbillings	282	191	473
burlington_ChamplainCCM	280	170	450
burlington_BurlingtonDPW	239	183	422
burlington_UVMWaterman	254	130	384
burlington_UVMTrinityCampus	231	146	377
burlington_237N.WinooskiAve	198	153	351
burlington_champlaincollegefinneyquad	191	140	331
burlington_CambrianRise	114	58	172
burlington_ThayerCommons	97	71	168
burlington_UniversityMall	81	59	140
burlington_412farrell	69	50	119
burlington_UVMMedicalCenterMainCampus	80	38	118
burlington_SouthBurlingtonCityHall	48	17	65
burlington_HealthyLivingMarket	35	19	54
burlington_BurlingtonInternationalAirport	25	16	41
burlington_CommunityCollegeofVermont	19	7	26
burlington_BenandJerry and 39	19	4	23
burlington_92NorthAve	12	3	15
burlington_Cambrianway	3	3	6
burlington_City Hall		1	1
Total	8951	8951	17902

Heat Maps



Ride Paths



Trip Data By Subscription

MAY 2021 - DECEMBER 2021

AVERAGE TRIP DURATION

Campus Plan: **40 min**

CATMA Plan: **31.82 min**

Bolt Fwd: **27.72 min**

Annual Plan: **31.67 min**

Pay As You Go: **54.22 min**

AVERAGE TRIP DISTANCE

Campus Plan: **1.1 miles**

CATMA Plan: **1.26 miles**

Bolt Fwd: **1.78 miles**

Annual Plan: **2.25 miles**

Pay As You Go: **3.68 miles**

TOTAL TRIP DURATION

Campus Plan: **105,650 min**

CATMA Plan: **732 min**

Bolt Fwd: **2,218 min**

Annual Plan: **6,841 min**

Pay As You Go: **324,889 min**

TOTAL TRIP DISTANCE

Campus Plan: **2,908 miles**

CATMA Plan: **29.15 miles**

Bolt Fwd: **143.11 miles**

Annual Plan: **486.87 miles**

Pay As You Go: **22,088 miles**

BUSIEST TIME OF DAY (# OF RIDES)

Campus Plan: **4pm, 1pm, 2pm**

CATMA Plan: **6am, 4pm, 11am**

Bolt Fwd: **5pm, 3pm, 5am**

Annual Plan: **6am, 4pm, 3pm**

BUSIEST DAY OF THE WEEK (# OF RIDES)

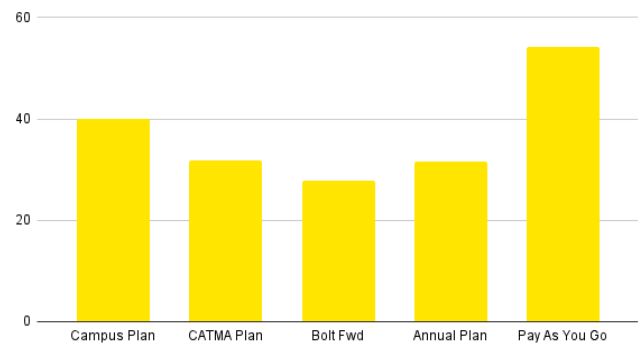
Campus Plan: **Thursday, Wednesday, Tuesday**

CATMA Plan: **Wednesday, Thursday, Friday**

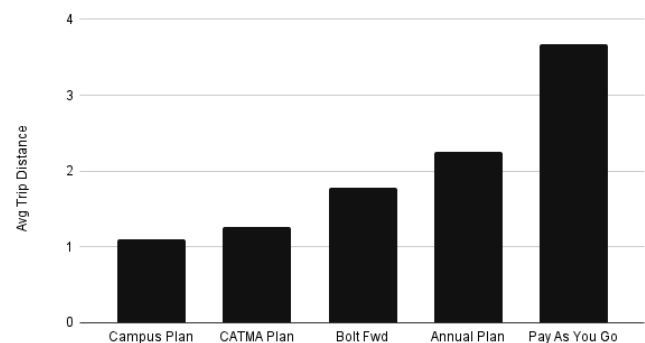
Bolt Fwd: **Tuesday, Friday, Saturday**

Annual Plan: **Wednesday, Saturday, Thursday**

Average Trip Duration



Avg Trip Distance



Top Hubs By Subscription

MAY 2021 - DECEMBER 2021

CAMPUS PLAN

- UVM Library
- Champlain CCM
- UVM Gutterson Garage
- UVM Living Learning

BOLT FWD

- Cambrian Rise
- Downtown Transit Center
- Penny Lane

ANNUAL PLAN

- Ben & Jerry's
- S. Burlington City Hall
- Downtown Transit
- Living Learning Center

CATMA PLAN

- UVM Billings
- UVM Waterman
- Winooski Falls Way
- UVM Library

PAY AS YOU GO

- Penny Lane
- Ben & Jerry's
- Downtown Transit
- UVM Library

Takeaways from 2021

GENERAL FINDINGS

- Subscription purchases increased dramatically once students returned to campus
- Students using the Campus Plan account for the majority of the subscription holders for the Greenride system
- Penny lane remains the busiest hub, with roundtrip rides averaging 60 minutes
- Out of Hub lockups may not always be reporting 100% accurately. We are continuing to try and improve the geofencing around each hub location to improve the accuracy.

WINTER OPERATIONS

- Fleet operates at around a 50% capacity
- Airport hub moves into parking garage for the winter
- Cherry St. Hub location is reduced during winter months
- See attached document for specific Winter Operational Practices

PENNY LANE

- Pay as you go riders took roundtrip rides averaging 60 minutes
- The average distance of round trip rides was 5.68 miles, significantly longer than rides originating from other hubs, on average.
- Weekends were the busiest time for the round trip Penny Lane rides

BOLT FORWARD

- Six users accounted for 80 trips in 2021
- Cambrian Rise, Downtown transit center were most utilized hubs
- 5pm, 3pm and 5am were the busiest travel times for Bolt Forward users

Priorities for 2022

FLEET INCREASE

- Getting the fleet to the full 200 is a top priority
- Parts and batteries have been delayed by the supply chain issues seen across the country and are impacting the timeline to get the fleet to full capacity

HUB EXPANSION

- We will begin testing out virtual hubs in local neighborhoods
 - Old North End is our first recommendation for expansion
- South Burlington and Winooski locations are part of the expansion plans for 2022
- Hubs still awaiting various approvals:
 - City Market South
 - Landry Park, Winooski
 - Switchback Brewing

ESCALATED PRICING

- Bolt's Tech Team is building this into their Q2 pipeline to complete. Discussions will be held with partners to determine specifics.



City of Burlington
Department of Public Works

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

Memo

Date: February 8, 2022

To: Parks & Recreation Commission

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

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

Subject: Great Streets - Main Street Project Update

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

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

In October 2021, we procured a design consultant, Vanasse Hangen Brustlin, Inc. (VHB) to help progress the concept design and begin re-engaging the community in the Great Streets conversation and its focus on Main Street. To date, the consulting team has completed survey collection and inspections of water and sewer infrastructure. Other preliminary engineering tasks in progress include traffic modeling, soil investigations, and right-of-way research.

In November, the project obtained authorization to seek voter approval on the use of TIF to fund the project. The project team joined CEDO to present at NPAs throughout January to provide education on TIF funding for the project and the associated March ballot item. In early February the project team hosted project meetings for the downtown community and business owners to present the project in its early conceptual stages and solicit feedback on the 2016

concept development effort. Engagement efforts will continue throughout the next several months and include presentations on the concept development at NPAs, leadership meetings, targeted focus groups.

Over the next three months, the City will be working with the consultant to gather and respond to public feedback on the project, and to advance the concept design beyond the work completed in 2016. Advancements of the concept will inform the Department of Parks and Recreation on specific changes being made to green spaces and the ecological components being proposed within those spaces.

During the February Parks and Recreation Commission meeting, we will provide a presentation with information on the development of the concept, public engagement strategies, and the project timeline. The project team will return to the Parks and Recreation Commission in April for approval of the design concept, and specifically the designation and utilization of green spaces, per requirements in the City Ordinances. The project team will also be seeking your support to bring the concept design to the City Council for approval.

For further updates and a list of upcoming engagement opportunities please visit www.greatstreetsbtv.com.

Background

The Great Streets Initiative is a culmination of many years of planning and project development, including the public vote in March of 2015 to use the City's downtown TIF district to make new investments in the downtown public infrastructure, to ensure that Burlington residents have a downtown that is a vibrant, walkable and sustainable urban center. Through this initiative, we've advanced several key projects envisioned by plans such as *Main Street, St. Paul Street, City Hall Park, and Downtown Streets Standards*.

The premise of the Great Streets Initiative is to work with citizens, stakeholders and City officials to arrive at a design that provides a balance between a corridor's various needs and uses. In June 2016, the City launched the Great Streets Initiative through advancement of the Downtown Streets Standards development, the Main Street concept design, St. Paul Street concept design, and the City Hall Park Design. By early 2017, it was clear that more work would need to be done on Main Street's concept before advancing it to final design. As a result, the Main Street concept was put on hold while the city advanced the St. Paul Street and City Hall Park projects to construction. We are resuming the Main Street effort from where we left off in 2017. With the St. Paul Street and City Hall Park projects complete, the City is refocusing its efforts on the Main Street concept plan.

Thank you.

Main Street Revitalization

Great Streets BTV

February 8th, 2022

Parks and Recreation Commission



Agency
Landscape + Planning



A Great Main Street

Meet the project team

The City of Burlington



Laura Wheelock
Senior Public Works Engineer

Olivia Darisse
Public Works Engineer



Water Resources
CEDO
REIB
Church Street Marketplace
Parks, Recreation and Waterfront
Burlington City Arts

Agency
Unique & Beautiful



Steve Woods Jr.
Senior Landscape Architect



Susannah Ross
Senior Landscape Architect

The City of Burlington

Evan Detrick
Director of Transportation Engineering



Alan Belniak
Senior Product Manager



VHB
Functional

Grayscale
Community-led



Stephen Gray
Founder & Principal



Yona Chung
Urban Designer

Downtown Street Standards

A set of standards for rebuilding our downtown public streets. Adopted April, 2018

These standards give guidance on...

- *Street and intersection composition*
- *Placemaking*
- *Bikeways*
- *Street Ecology*
- *Lighting*
- *Materials & furnishing*



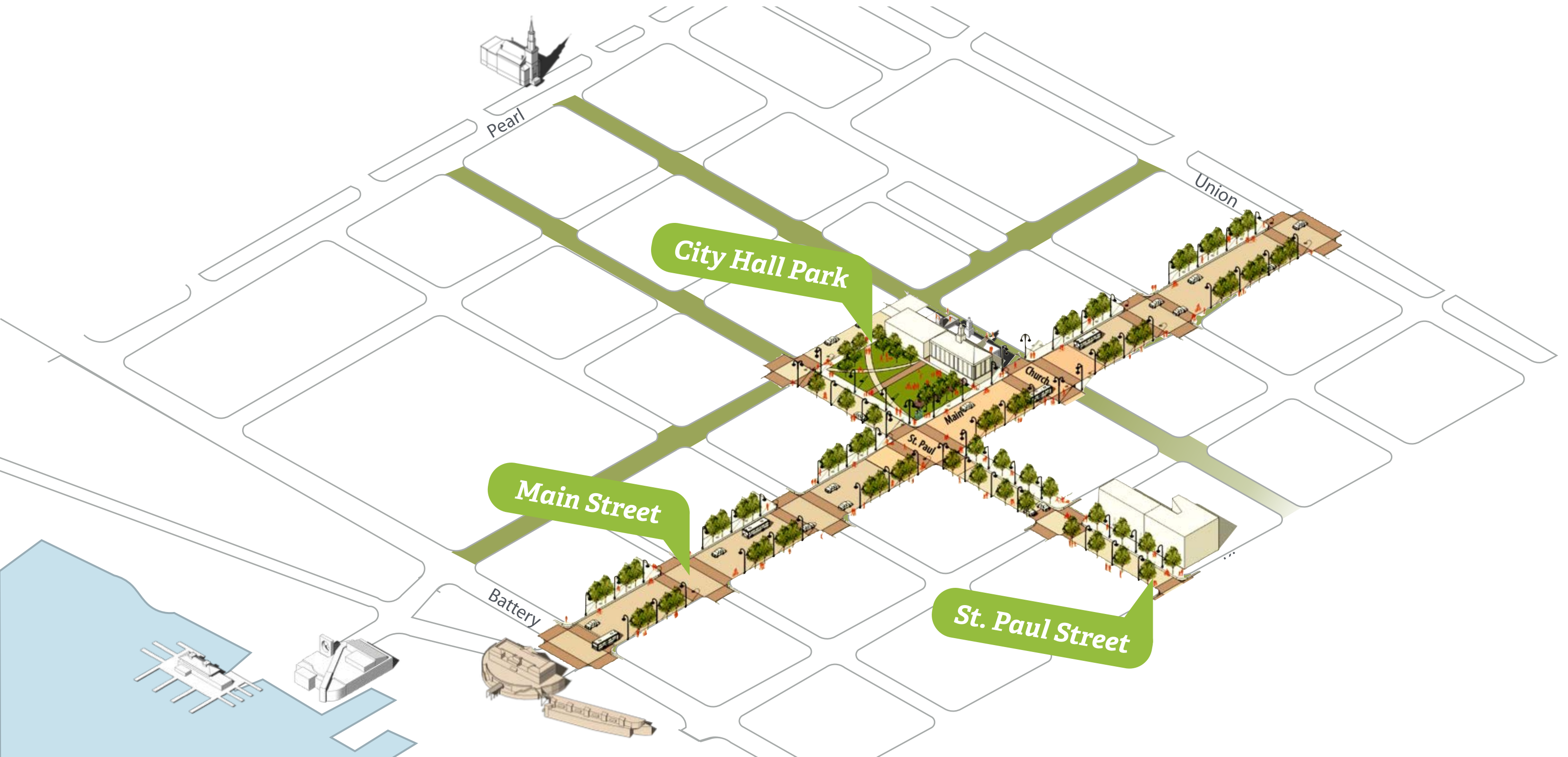
GREAT STREETS BTV

City of Burlington
Downtown Street Design & Construction Standards
Adopted April 16, 2018



Great Streets BTV

What the city has done, where we're at, and where we're going



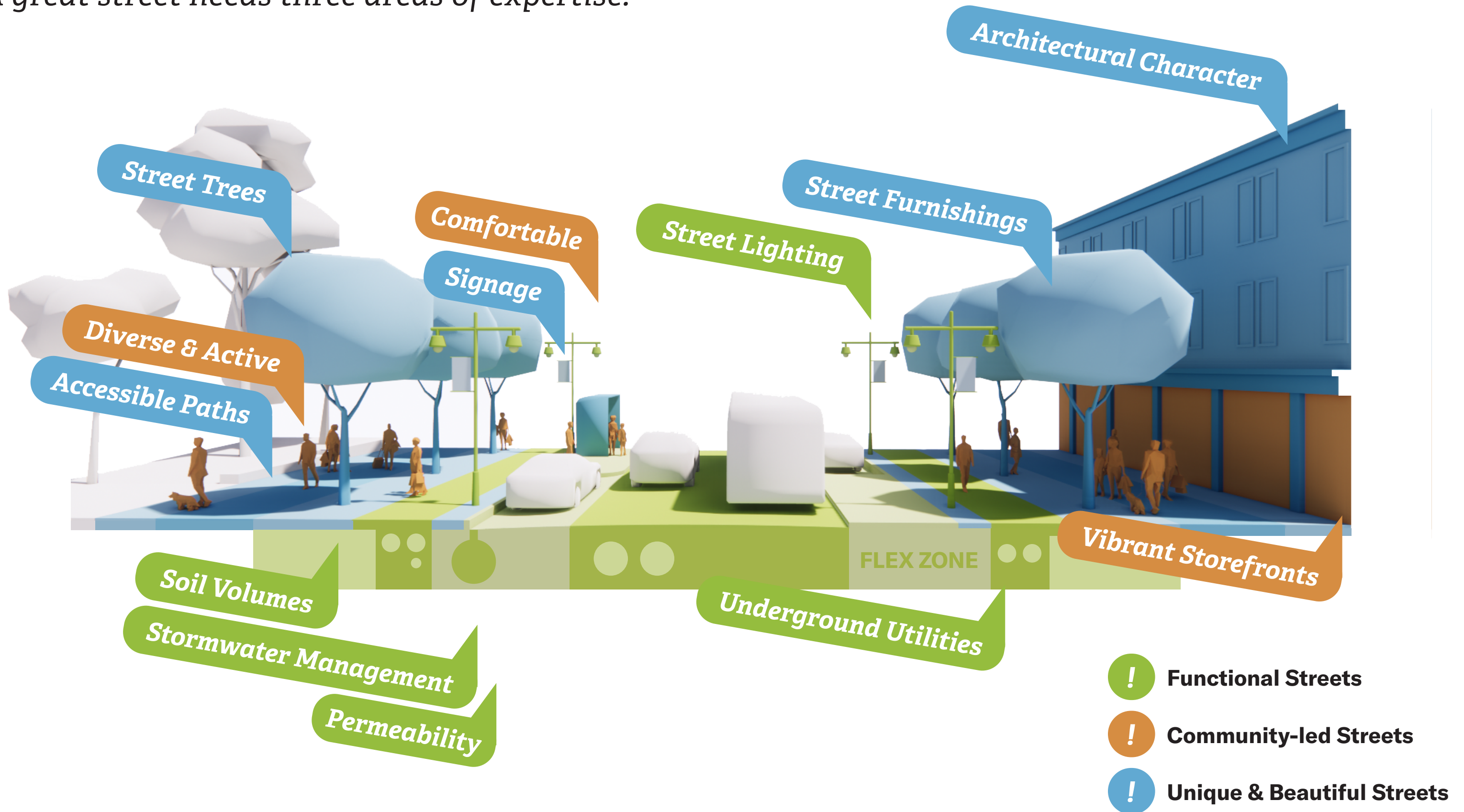
Main Street Revitalization

Previous Concept Plan



A Great Main Street

A great street needs three areas of expertise.



A Functional Main Street

What makes a street functional?



For who?

Pedestrians

**Transit
Riders**

Cyclists

**Business
and Property
Owners**

**Vehicle
Drivers**

Project Schedule

Refinement of Concepts: Now through May

Design & Permitting: May 2022 through Summer 2023

Construction: Beginning Fall 2023 (expected min. of two years)

Public & Stakeholder Engagement: *THROUGHOUT!*

Visit ***www.greatstreetsbtv.com*** for a full list of engagement opportunities.

Questions & Discussion

odarisse@burlingtonvt.gov

www.greatstreetsbtv.com

Main Street Revitalization | **Great Streets** BTV



PARKS & RECREATION AND HARBOR COMMISSION

February 8, 2022, 5:30PM

ZOOM LINK

<https://us02web.zoom.us/j/88458959137>

Webinar ID: 884 5895 9137 PASSCODE 766805

Phone 301-715-8592

If you do not have remote access and need an alternative way to attend, please contact

Joanne Putzier; jputzier@burlingtonvt.gov or 802-922-3381

PARKS COMMISSION AGENDA

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of January 11, 2022 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Approval of Permit/Waiver, Cystic Fibrosis Foundation Walk (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - C. Action Item: Approval of Permit/Waiver, Haydee Miranda Wedding (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - D. Action Item: Approval of Permit/Waiver, Kyle Davis Wedding (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - E. Action Item: Approval of Permit/Waiver, Zoe's Race (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - F. Action Item: Approval of Permit/Waiver, CVDSG Buddy Walk (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - G. Action Item: Approval of Permit/Waiver, COTS Annual Walk (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
 - H. Action Item: Approval of Permit/Waiver, Humane Society Annual Walk (attachment)
*waive the reading and approve request for Special Use and Amplified Sound
- III. Information Item: (20 min.) Report on Main Street, Great Streets, Olivia Darisse, Public Works Engineer, DPW and Laura Wheelock, Sr. Public Works Engineer, DPW (attachment)
- IV. Public Forum: (Time Certain 6:00PM)
- V. Action Item: (15 min.) Parking Rates, Cindi Wight, Director, BPRW (attachment)
- VI. Discussion Item: (10 min.) Leddy Rates and Ordinance Change, Cindi Wight, Director, BPRW (attachment)
- VII. Discussion Item: (10 min.) City Bond Update, Cindi Wight, Director, BPRW (attachment)
- VIII. Action Item: (10 min.) Commission Bond Support, Benjamin Traverse, Parks Commission Chair (verbal)
- IX. Discussion Item: (10 min.) Bike Share Update, Cindi Wight, Director, BPRW (attachment)

- X. Information Item: (5 min.) Reminder March 2nd Special Meeting, History of Burlington Parks
- XI. STANDING ITEMS:
 - A. Report from Commission on Volunteer Hours (verbal)
 - B. Report on PACC Dog Force
 - C. Report on Parks Foundation
- XII. Director's Items
- XIII. Commissioner's Items
- XIV. Adjournment

PARKS BOND	Description	FY23	FY24	FY25	Total	1% art
Cemeteries	Expansion & Landscaping - Design Phase 1		\$50,000		\$50,000	\$500
Marina	Dredging	\$80,000	\$500,000		\$580,000	\$5,800
North Beach	Entrance or pull through sites		\$610,000		\$610,000	\$6,100
System-wide	Accessible surfacing for playgrounds over next three years	\$80,000	\$75,000	\$75,000	\$230,000	\$2,300
System-wide	Water distribution - new & upgrades (Starr Farm, Lakeside, Baird, Tommy Thompson, Calahan)	\$75,000	\$75,000	\$75,000	\$225,000	\$2,250
System-wide	BPRW Comprehensive Plan update (10 year mark)			\$100,000	\$100,000	\$1,000
System-wide	More funding to Park specific comp plans	\$50,000	\$75,000	\$75,000	\$200,000	\$2,000
					\$2,014,950	\$19,950

FACILITIES BOND	Description	FY23	FY24	FY25	Total	1% art
Boathouse Feasibility Study	Long term plan for boathouse	\$200,000			\$200,000	\$2,000
200 Church St	General building improvements	\$20,000			\$20,000	\$200
339 Pine St	General building improvements	\$25,000			\$25,000	\$250
645 Pine St	Siding and paving	\$150,000	\$100,000		\$250,000	\$1,500
Fire Stations	ramp, floor, parking, plumbing	\$180,000	\$150,000	\$100,000	\$430,000	\$1,800
Firehouse Gallery	window rehabilitation	\$65,000	\$65,000	\$60,000	\$190,000	\$650
Lakeview Cemetery (2 buildings)	Office and Chapel repairs	\$150,000	\$150,000		\$300,000	\$1,500
Miller Center	RTU and roof replacement	\$120,000	\$175,000		\$295,000	\$1,200
Police Dept	Roof replacement and security	\$200,000			\$200,000	\$2,000
City Hall	Heating system, HVAC, elevator	\$550,000			\$550,000	\$5,500
Library - Library	Window curtain fix	\$25,000			\$25,000	\$250
Permits		\$5,000	\$5,000	\$5,000	\$15,000	\$50
Contingency - Contingency		\$500,000	\$500,000	\$500,000	\$1,500,000	\$5,000
					\$4,000,000	\$21,900

