



PARKS & RECREATION AND HARBOR COMMISSION

Tuesday, February 2, 2021, 4:00PM

Remote Meeting via Zoom

To Join the Meeting on a Computer

Link: <https://us02web.zoom.us/j/82970652079>

To Join the Meeting on a Phone

Number: 1-301-715-8592

Meeting ID: 829 7065 2079

AGENDA

I. Approval of Agenda

II. Consent Agenda

A. Action Item: Approval of Minutes of January 5, 2021 Meeting (attachment)

*waive the reading, approve the minutes and place them on file

III. Information Item: (10 min.) Update on Parks Foundation, John Bossange, Chair (attachment)

IV. Discussion Item: (10 min.) Calahan and Perkins Pier Plan Updates, Sophie Sauve, Parks Comprehensive Planner, BPRW (verbal)

V. Information Item: (15 min.) Burlington Little League Programs; Burlington Waves, North Burlington, Center City and Burlington American (verbal)

VI. Public Forum: (Time Certain 5:00PM)

Please see page 2 of the Agenda packet for details on how to participate in the public forum for this meeting.

VII. Action Item: (20 min.) Request for Sound Waiver and Time Extension, Battery Park, Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate, BPRW (attachment)

VIII. Discussion Item: (20 min.) Champlain Senior Center Name Change, Gary Rogers, Recreation Superintendent, BPRW (attachment)

IX. STANDING ITEMS:

A. Report from Commission on Volunteer Hours (verbal)

X. Director's Items (attachment)

XI. Commissioner's Items

XII. Adjournment

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



**PARKS & RECREATION COMMISSION
Minutes
January 5, 2020**

Commission Present: Barlow, Traverse, Johnson, Farrell, Todd, Hurley, Lantieri and Harte

Staff Present: Wight, Morris, Rogers, Allen and Bushnell

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

Approval of Agenda

Motion to approve the agenda by Barlow, second by Harte, motion carried.

Approval of Consent Agenda

Traverse waived the reading of the consent agenda and motions into the record for approval.

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

Update on Parks Foundation

As John Bosange was not able to attend the meeting, this item was tabled for a future meeting.

Clean Parks Initiative

Paul Morris provided the commission with background on the project and its goals – identifying areas or parks that need frequent cleaning and organizing staff to work with volunteers to clean up said areas on Green Up Day. Following Green Up Day, Morris worked with Kate Alberghini of Green Up Vermont to develop year round green up events. Also assisting in the development and running of these events were Kent Spencer from Planet People and Marina McCoy from Waste-free Earth. This project put dedicated groups of volunteers into specific parks and provided them with necessary cleaning supplies. The events began in July and ran through the autumn totaling 15 cleaning days. There was one work stoppage due to state lockdown orders. With the Diana Woods promoting the event on social media, 132 individuals volunteered for a total of 255 Volunteer hours and 157 bags of trash picked up. Moving forward, the goal is to build the program by developing leaders and volunteers into stewards for specific parks.

Todd commended Morris on the program and asked if there was a title for the lead volunteer. She also mentioned that commissioners would be willing to put out information on their local FPFs to reach out to more volunteers. She asked the Morris reach out to them in the future.

Barlow commented that a small group of core volunteers might be better than one single leader as work could be divided between all volunteers and done according to availability over the course of the week. Morris agreed, stating that he and his team were able to leave a lockbox with supplies for the weekend volunteers when staff couldn't be on site.

Traverse asked if the project was on hold until spring and Morris confirmed that it was. He did also mention that people are still reaching out. Morris is still the contact person for this project.



Public Forum (Time Certain 6:00PM)

Public Forum was opened at 5:54pm

Dylan Kunkel is the leader of the Burlington Burn Club. His group of about 48 fire performers/enthusiasts and circus artists meet in Battery Park to practice their skills and perform to amplified music until around 10pm. They are family friendly and often draw large crowds. Over the summer there were some complaints about the volume of the music they use during their performances. The group discovered that they were not permitted to have amplified music and ended up having to end their performances at 9. Kunkel asked if there might be some middle ground. His hope was to get a permit extension, allowing the group to begin performing in April and end in November (both are months when the sun sets earlier), allow amplified music at full volume until 9pm, or extend the time the group can use the park with limitations on the sound. He and his group are willing to be flexible, but performing over this summer was a struggle.

Wight commented that the amplified music restriction is part of the city ordinances and would need commission approval to for an exemption. She recommended that Kunkel put the request in writing and send it to Meghan O'Daniel. O'Daniel will put the item on the next agenda for consideration. Kunkel thanked the commission for their time and assured them he would do so.

Public forum was closed at 6:07pm

Memorandum of Understanding Development

Over the summer, a fence was installed at the Leddy baseball field without a permit or contact with BPRW. This led to the discovery that the little league organization in the city do not have MOUs. Morris met with the presidents of each little league organization to get an idea of the issues (what works, what doesn't). All little leagues have now been informed that they will have MOUs before next season. Currently, there is a draft ready of a general MOU that will work for every little league. Morris will sit down with the little league presidents before finalizing the draft.

In addition to the MOUs, Morris has also been working on developing standard operating procedures. He has developed an excel spreadsheet to catalog fields, usage, equipment, and other needs. The goal is that this information will help make clear who is responsible for what. When he sits down with the little league presidents he will seek their input on ownership and needs. The fields will ultimately be entered into Civic Rec so that they can be used with not occupied by little leagues. The MOU will also include things like coach background checks and guaranteeing things are up to code.

Harte asked what jurisdictions the little leagues have and if there are or will be any consequences for disregarding the MOU. Morris used the unapproved fence as an example – BPRW assisted them in getting the fence permitted as it was beneficial to the field. Moving forward the MOUs will require BPRW approval for any changes. There will not be any punishments.

Recreations Update

Gary Rogers and Emma Allen provided the commission with an update on the Recreations department. Allen detailed the second annual Holiday Lights contest. In total there were 21 entries (double from last year). There were three categories – Classic, Colorful, and Creative, and bonus points were awarded for energy efficient displays (every entry this year was energy efficient). Pictures were posted on Social Media.



Todd commented that Essex did a neighborhood competition with a map of places to visit. Todd appreciated the idea of setting up the competition to be neighborhood vs neighborhood. Hurley commented that effort should be a category and Allen agreed, calling it technical difficulty.

Rogers reported that, while BPRW was unable to host the yearly Pomerleau Christmas Party, they were able to provide the families that normally attend with 350 \$30 gift cards to Price Chopper (in partnership with Price Chopper).

Rogers continued by detailing the changes made to various sports programming. The rec team provided 1 on 1 basketball clinics and “family” (single household) basketball clinics. The held 80 clinics to over 100 participants, and all offered clinics were filled. Starting 1/9 they will be offering age specific group clinics (15 people max). The Boys and Girls Club has been an extremely helpful partner, allowing usage of their gymnasium space for these clinics.

The Bolton Ski Program, which has always been extremely popular, will offer 3 4-week sessions for 20 kids, allowing for 60 total participants. They were unable to hold the December session due to covid-10 spikes in our area, but are hopeful that they will be able to hold the January session.

Several programs are on hold such as Itty Bitty Soccer and Basketball (due to required parental assistance) and Adult indoor soccer and volleyball. In an effort to get people outside, a temporary 9-hole disc golf course has been set up at Leddy Park.

Traverse asked if Hockey will be happening this year. Rogers confirmed that as of 12/26 teams can practice but are not allowed to have physical contact. So, yes, hockey is happening but it’s different than previous years. Wight added that the ice is still rentable but the discount is no longer being offered. Hurley asked about the success of offering discounted ice rentals and Rogers confirmed the response was generally positive, but financially it was nowhere near what they usually do.

Rogers briefly detailed Licensed Child Care Camps that were offered over the winter holidays. BPRW was about to provide care to 50 families.

Online programs for adults and seniors such as ASL have had positive responses. The Senior Fitness program hopes to move online in January. In addition to online bingo and online and phone trivia programs, rec staff has partnered with Eventbrite to provide virtual tours of museums, parks and historic places to folks online. Most of these offerings are free. With Chittenden Senior Center currently closed, staff are making wellness calls again and provided gift bags to seniors over the holiday as well.

Rec staff has continued to assist in the meal delivery programs around the city. The program has shifted from providing individual meals to delivering bulk boxes of food equivalent to 7 days of meals. They are committed to working through January, but may continue depending on school statuses.

Finally, they have been working with Dan Cahill and the planning team to come up with an online interactive map outlining parks and trails available over the winter. The map will also show pop up activities as well as youth ski and snowshoeing in different parks.

Todd asked that Rogers reach out to commissioners if any of these events need publicity.



Cost Recovery

Wight reports that the city will be moving forward with the Cost Recovery program. We had an opportunity to take part in the program at a discounted rate and will be joined by other cities like Essex Junction and Brookline, MA. The program will help us to analyze the cost and benefits of various programs and make sure those two things are in balance moving forward. The goal is to make better decisions and strengthen the community by providing the best possible options.

Report from Commission on Volunteer Hours

Todd had 4 hours working on messaging for multi-users. Farrell had 1 hour at the Parks Foundation. Traverse had 1 hour and confirmed that he would contact Bosange to ensure his presence at the next meeting.

Director's Items

Due to Covid-19, the department is no longer able to fill the rec specialist and trees positions that were originally considered emergent.

The South End portion of the bike path is open. Wight did confirm that there is different equipment used to plow the north and south ends of the path and the timing of the plowing team is not always perfect. That said, they are working to improve.

The city is working towards purchasing an asset management system. Previously every department had its own system. This program will centralize the information and allow everyone to see exactly what is on hand.

The Shamanska Park Barn had some parts issues and struggled to reach completion during Covid-19 restrictions, but is finally almost complete. The Old East Enders already have 4 weeks work of programming for the space. Wight suggested that the commission have one of their spring meetings there.

Todd thanked Wight for helping connect her to Dan Cahill for his assistance on the Arthur Park/Sea Caves project.

Commissioner's Items

There were no commissioner items at this time.

Adjournment

Motion to adjourn at 7:32 p.m. by Traverse.



2020 ANNUAL REPORT

The Parks Foundation of Burlington seeks to inspire the spirit of stewardship and philanthropy for our community's treasured parks and recreation assets for residents and visitors.



INTRODUCTION

The Parks Foundation of Burlington supports the Burlington Parks, Recreation & Waterfront, the Department that maintains the City's diverse recreational assets. The Department provides excellent services that help sustain the high quality of life that makes our community such a special place. These assets, programs, and events attract tens of thousands of visitors annually and contribute to our economic base. Without the City's parks, waterfront resources, bike path, events and recreational activities, Burlington would be a very different, and much less desirable, place to live and visit.

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The Parks Foundation of Burlington is a separate entity, independent from the City of Burlington and the Burlington Parks, Waterfront & Recreation Department. The Foundation is a tax-exempt non-profit charity governed by a Board of Directors. Its purpose is to seek opportunities to enhance park assets and programs through specific initiatives. It is not designed to fill budgetary shortfalls in the Parks Department's operating expenses that are the responsibility of the City.

The Foundation seeks stewardship and philanthropic opportunities for self-sustaining support, including in-kind contributions that will not impose a burden on the Burlington Parks, Recreation & Waterfront department's annual operating budget. It solicits private contributions and accepts planned gifts that support improvements to our city's recreational resources. The Foundation applies for grants for which government agencies are not eligible. As an entity separate from the City, the Foundation also invests and manages endowment funds.

Inspiration for the establishment of a dedicated Parks Foundation comes from many municipalities and states across the country that are successfully increasing awareness of the importance of parks and recreational programming while at the same time attracting philanthropic support.



City Hall Park now features an engaging interactive fountain.

On the cover: Newly reconstructed bike path near Barge Canal Bridge

THE PARKS FOUNDATION CONTINUES TO FUND BIKE PATH AMENITIES AND ENHANCEMENTS TO BURLINGTON PARKS

We are pleased and proud to publish the sixth Annual Report of the Parks Foundation of Burlington. Despite the challenges of working with the pandemic all around us, we have had a successful year of outdoor work and construction.

On the Bike Path, a third Pause Place has been completed at Roundhouse Point, a short walk from Perkins Pier, located just before the barge canal bridge. The peninsula is now a lovely small park with benches with new trees and plantings. This comfortable and welcoming setting allows everyone to stop and enjoy the magnificent view of Lake Champlain, the Adirondack Mountains, Burlington Harbor and Oakledge Park.

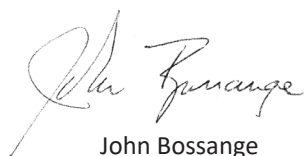
Further south, the final touches are being put on the reconstructed stretch of path that parallels the railroad tracks, passes by the new HULA building and ends at Oakledge Park. This reconstructed path finally opens up the connection between Oakledge Park and the previously upgraded path to the north. The wider path with new railings adds to the beautiful views of the lake between the new Roundhouse Park and Oakledge Park. It's taken a while to reconstruct this part of the path but with the lower lake levels, most of the construction was completed this summer. It is truly a spectacular section of the Bike Path.

Additionally, the Parks Foundation joined with the Rock Point and Arms Forest Coalition, which includes the Lake Champlain land Trust, the Episcopal Diocese and the City to celebrate the grand opening last month of a new and dramatically improved trail network in Rock Point. These beautiful woodlands are now preserved and can be directly accessed from the Bike Path. The kiosk and bike racks provide a welcoming entrance to these treasured lands. For families and people of all ages, the carefully designed trails lead to views of the lake, and mountains.

Finally, the Parks Foundation is formally announcing the launch of the Legacy Circle, where contributors donated funds will be invested in The Opportunity Fund, managed by the Vermont Community Foundation. We will be mailing this brochure to you later this spring. The legacy Circle offers those who value the preservation of the City's green space and public park lands a chance to leave their own personal legacy for generations to come. The Opportunity Fund will also help the Foundation create new initiatives and sustain existing projects

Thank you again for another successful year. Even though we are all challenged by Covid-19, much work has completed, and we have you to thank for our progress.

For the Board of Directors,



John Bossange
Chair, Parks Foundation



Striking 'before and after' photos of the Greenway segment near the Barge Canal

PARKS FOUNDATION FUNDING SUMMARY

(Since Founding, May 3, 2013 through December 1, 2020)



Newly improved trails in Rock Point

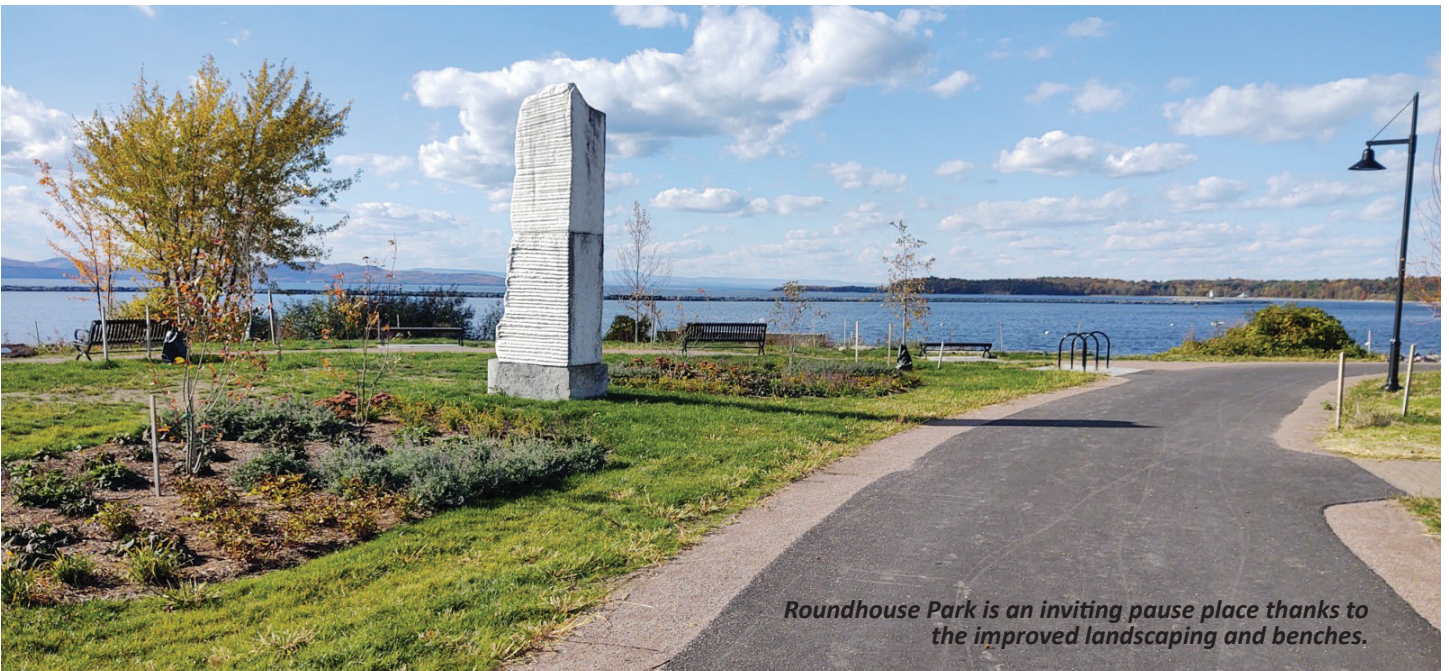
Bike Path Funds Raised:

Total Bike Path Funds: \$1,001,936

Funds Raised for Other Park Projects – Foundation Acting as Fiscal Agent

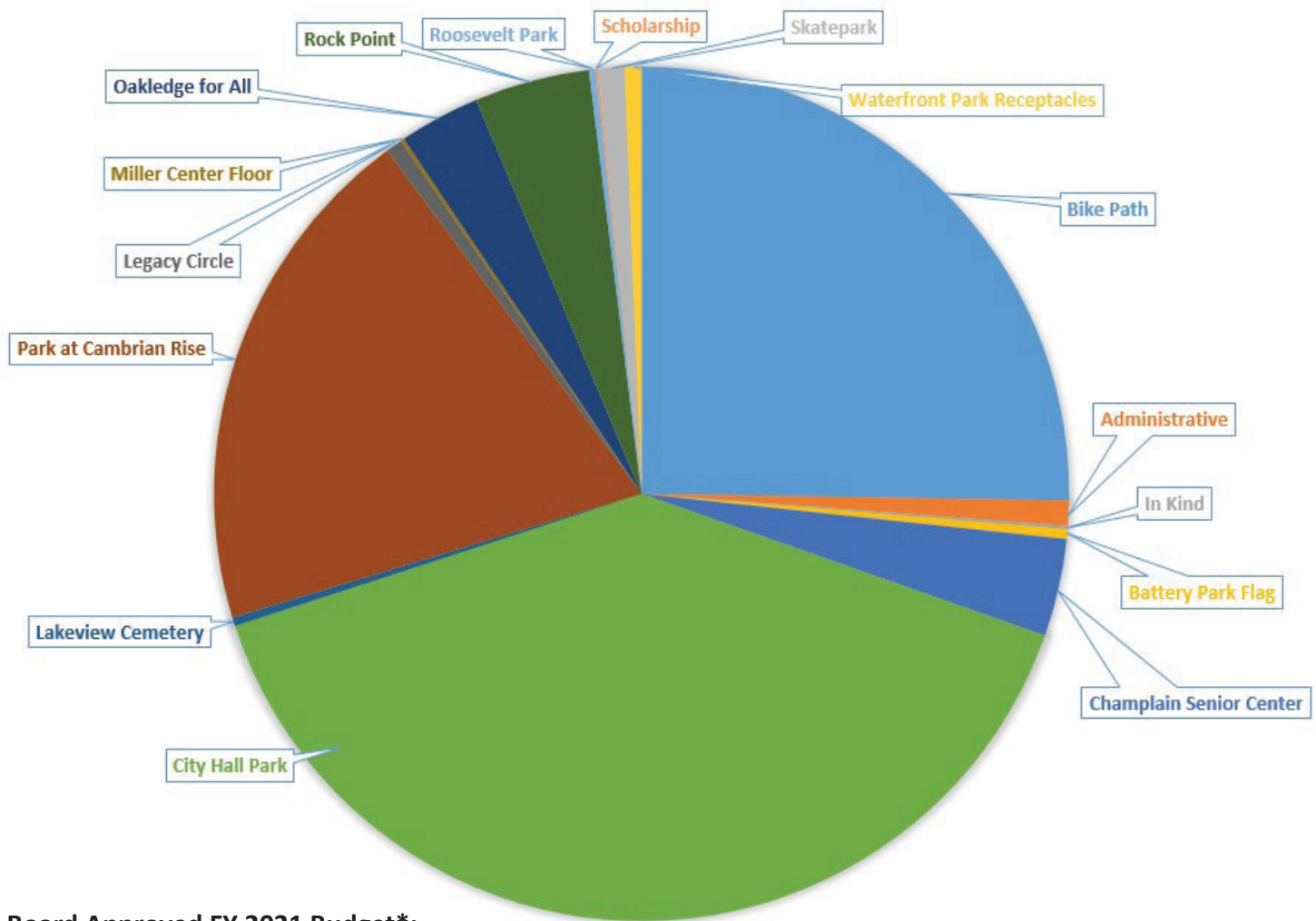
Administrative	37,921
In Kind	4,900
Battery Park Flag Replacement	14,555
Champlain Senior Center	146,459
City Hall Park	1,572,000
Lakeview Cemetery	12,944
Park at Cambrian Rise	775,000
Legacy Circle	25,000
Miller Center Floor Rehabilitation	5,190
Oakledge for All	121,789
Rock Point	172,683
Roosevelt Park	10,000
Scholarship	3,000
Skatepark	40,130
Waterfront Park Receptacles	25,000
Subtotal - Other Park Projects:	\$2,966,571
Grand Total Raised:	\$3,968,507

** Represents the cumulative amount taken from funds raised to cover administrative cost (Board insurance, Legal, IT software, tax preparation, donor events, supplies). Each year the Board sets a percentage between ½ % and 2%, depending on expected revenues.*



Roundhouse Park is an inviting pause place thanks to the improved landscaping and benches.

Total Funds Raised



Board Approved FY 2021 Budget*:

Anticipated Revenues

Bike Path	1,000
Rock Pt/Arms Forest	1,500
City Hall	100,000
Interest	3,500

Total: **\$106,000**

Anticipated Expenditures

Foundation Board insurance	2,335
IT and software	2,000
Legal	2,000
Tax preparation	0
Outreach and event expenses	2,000
Howard Chapel renovations	6,000
Roundhouse Park pause place	15,000
Leddy Park Pause place	65,000
Starr Farm fitness setup	35,000
Stone House renovation	100,000

Total: **\$229,335**

**The difference between revenues and expenditures is covered by funds previously raised for these projects.*

Note: A Financial Review has been completed by JMM Associates and reported that the statements are in accordance with generally accepted accounting principles. The full report is available upon request.

CONTRIBUTORS TO THE PARKS FOUNDATION OF BURLINGTON

(As of 12/1/2020)

The Board gratefully acknowledges the following supporters:

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-Organizations-

375 North Ave LLC
 BC Community Housing, LLC
 Bissonette Properties
 Burton
 B2 Computer Consultant
 Center for Community Leadership
 Champlain Senior Center

Coffee Enterprises
 Council for Exceptional Children
 Courtyard Burlington Harbor
 David & Antionette Arms Trust
 Dunkiel and Saunders Law Office
 EML Consulting
 Fellowship of the Wheel
 Fletcher Allen Foundation
 Friends of Lakeview Cemetery
 High Meadows Fund
 Hotel Vermont
 IBM Employee Charitable
 Contribution Campaign
 JMM and Associates
 Lake Champlain Land Trust
 Lake Champlain Transportation
 Larkin Realty in memory
 of John Larkin
 Lintilhac Foundation
 Local Motion
 LZ Francis Foundation
 Main Street Landing Company
 Main Street Property Services
 McCormick, Fitzpatrick Kasper
 & Burchard, P.C.
 Merchants Bank
 Northfield Savings Bank
 Oakledge for All
 Pecor Family Foundation
 Peoples United
 Pest Pro, Inc
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 The Converse Home
 Twincraft Skincare
 United Way of Northwest Vermont
 University of Vermont Medical Center
 Vermont Community Foundation
 Vermont Occupational Therapy Association
 The Waterwheel Foundation
 Westport Hospitality



Your Foundation Dollars At Work



It was a beautiful day for the re-opening of City Hall Park. The event made use of the new performance spaces and open areas.



The view from Rock Point is improved with new safety fencing.



Donors & supporters gathering for the grand opening celebration of the new Rock Point trailhead off the Greenway



The new kiosk at the Rock Point Greenway entrance is dedicated in memory of John Ewing



MEMO

Date: February 2nd, 2021
To: BPRW Commission
From: Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate
RE: Burlington Burn Club Series Sound Waiver & Time Extension for the 2021 Season

Request for waiver at Battery Park to allow amplified sound from 7pm – 9pm from May 15th – October 15th and extend the reservations until 10pm for Burlington Burn Club's bi-monthly events.

From the Burlington Burn Club:

Burn Club provides a safe and legal setting for people to spin fire. It reduces the illegal backyard burns, unsafe spinning in parks and "avoiding the police" mentality that plagued the community. I fear that our reduced hours will result in "after parties" where the fire spinning just goes back to the old ways. Our community is so very respectable with our guidelines and understanding what it means to be a member and respecting the Burlington laws and regulations around burning outside of Burn Club.

Requested Schedule for 2021:

We're looking to be active from April-November for this season, though we understand the request is outside of BPRW's general permitting. We have a lot of requests from our college aged participants to have more availability that aligns with the school calendar. Our normal schedule has been 1st and 3rd Thursdays of each month. We are flexible if you have a day of the week that works better for PRW's schedule and are open to shifting but want to try to remain as consistent as possible with an every other week schedule. The 7-10 time frame is very positive allowing for an hour of people to skill share and enjoy company before the sun sets and having a good 1-2 hours of dark to spin fire. We understand again that this is outside of the noise ordinance of the park and want to find a good compromise, either through maintaining a low dB with our music with late hours, or amplified sound with immediate end at 9pm. With an extension of active months we gain more dark hours and are open to "soft closing" the summer months as we'd be paying for daylight hours if an after 9pm time cannot be agreed upon. Finalized Requested Schedule below:

April 8th, 2021
April 22nd, 2021
May 6th, 2021
May 20th, 2021
June 3rd, 2021
June 17th, 2021
July 1st, 2021
July 15th, 2021
August 5th, 2021
August 19th, 2021



September 2nd, 2021
September 16th, 2021
October 7th, 2021
October 21st, 2021
November 4th, 2021
November 18th, 2021

Their requests are on days with no conflicting events. Parks staff will determine if they are able to support the season extension requested dates.

Set-up/Management/Safety:

I (Dylan Kunkel) arrive 30 minutes early for full set-up, some club members also arrive early to help. We sweep the Bandshell, throw out empty bottles and trash and begin by roping off the front of the Bandshell leaving a large grassy area as the burn area. The concrete area has our fueling set-up at the back to utilize the lighting of the stage for safety, we have back-up battery powered lighting in case the stage lights don't come on automatically. Our fueling is held in a double containment system to reduce fumes traveling from the container and to make extinguishing a "big oops" fire within the container easy. We have a fire extinguisher on site with at least three people trained in using it and at least two main members and myself (Dylan Kunkel) who are certified Fire Flow Safety, through the Flow Institute. We provide fire safety blankets for participants and a 20min orientation to the space with safety protocols for anyone new or unfamiliar with the space. We have insurance for the group as well as most of our club members have personal insurance for performance reasons. Michael Charney (Asst. Fire Marshall) originally met with us to review our safety protocols and found us to be more than satisfactory with regard to our safety practices. At this time due to Covid-19 we now speak directly with Barry Simays, Fire Marshall for the Burlington area. Once we have finalized our schedule with BPRW we will contact Mr. Simays who will issue our open fire permits for the same dates. In the case of rain or bad weather - we either cancel (rare) or move inside the Bandshell with either reduced burn opportunities or no fire at all, likely due to wind.

COVID-19 and Managing Numbers:

We have our burn area and "hangout" area roped off at all times, club members understand to not step over the rope in any situation and thus we keep a good handle on maintaining our fire safe space. This roped off space we keep to below 30 people at all times as participants come and go from the area. We always have a managed sign-up list which helps with collecting donations and safety check-ins. Masks are required at all times while participating with Burn Club - inside and outside of our roped off area. We provide two hand sanitizing stations and request everyone sanitize before and after touching of fuel containers, fire safety blankets or shared props. We've had zero cases of Covid in regard to our community.

Contact for the Burlington Burn Club is Dylan Kunkel. He plans to attend the Commission meeting on February 2nd to answer any questions Commissioners might have.

Staff Recommendations:

Allow waiver for amplified sound from 7pm-9pm, May 15th through October 15th, and reservation extension until 10pm. If approved by the Commission, final schedule and fees to be determined by Parks staff.



Memo

Date: January 13, 2021
To: BPRW Commission
From: Sarah Carter-Program Coordinator-Champlain Senior Center
Gary Rogers, Recreation Superintendent
Cindi Wight, Director
Re: Support for changing the name of the Champlain Senior Center

The Champlain Senior Center has gone through two name changes within the last 40 years. It was referred to as the Interfaith Senior Center in its early inception and then changed to its' present name in the late 80's.

As our society is aging and active 60 plus adults are participating at the center a more appealing name reflecting this active age group is needed.

We propose the name change from Champlain Senior Center to C.O.R.E. Adult Center to identify location and to reflect the ever growing 60 plus population and encourage active adults to participate. The current members of the Champlain Senior Center are in support of the name change.

This name encompasses adult activities offered @ the C.O.R.E. for the adult population and does not categorize age within its name. As a reminder, C.O.R.E. is the identified name of the area we rent from Champlain Housing Trust at the Old North End Community Center. It stands for Center of Recreation and Education.

SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – February, 2021

What are the top issues on your mind?

- FY22 Budget
- Realignment project (Maple to College)

Department accomplishments and notable staffing developments since the last report?

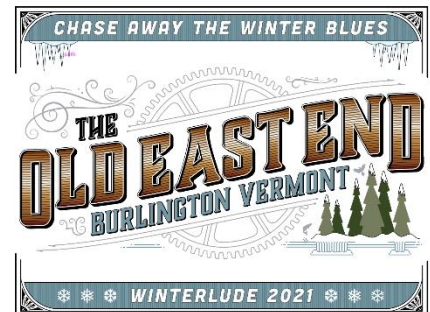
- Grounds Manager, Paul Morris, had a baby girl!
- Multiple agreements connected to the rail/bike path realignment were approved at BOF/CC on 1/25/21
- Schmanska Barn is back in action and available for public use.
- Emerald Ash Borer [video](#) created by Dan Cahill and featuring City Arborist VJ Comai
- Learn about snowshoe and ski rentals at North Beach from [Diana Wood](#), marketing guru
- We received a LWCF grant for the Oakledge project! The funding includes Phase 2 of the playground, accessible beach access, renovated bathrooms, rain garden, additional accessible parking and improved pathway connections.
- Watch Parks Commission Andrea Todd in her 2nd debut of [Tour de Glace](#)
- Holiday Tree Pick-up Successfully Completed in January!

COVID-19

- Recreational Sports are allowed including incidental contact and scrimmages between participants in the same program but no league play.
- Other recreational programs are allowed as long as households do not mix
- Champlain Senior Center remains virtual.

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

Stay tuned for upcoming events!



Recreation Division Update

- Our Youth Basketball Program started on January 9th and will continue meeting on Saturdays through the month of February. Due to Covid-19 restrictions, we are doing age-specific clinics as opposed to creating teams of 8 to 10 players. We have three groups grades 1-6 with a maximum of 20 participants at the Miller Center and four groups grades 1-8 with a maximum of 15 participants at the Burlington Boys & Girls Club.
- Small group indoor soccer clinics are beginning in early February with three age groups set to start at both the CORE and the Miller Center.
- The Leddy Park Arena Learn to Skate Program kicked off in late January with three full sessions for pre-K and school age skaters.
- Champlain Senior Center staff continue to work with Age Well VT and Meals on Wheels to arrange for meal deliveries. Additionally, staff make weekly wellness phone calls to seniors and have created a computer tablet loaner program to make it easier for seniors to participate in our many online senior adult program offerings. A sampling of these offerings include: book club, bingo, museum tours, trivia, tax assistance and coffee chat time.
- Our Recreation Team will be participating in the Virtual KidsVT Summer Camp Fair on Saturday, February 6th. Summer camp offerings set for this fair include: Champ Camp, Cool Camp, Kinder Camp, Basketball Camp, Soccer Camp, Skateboard Camp, Disc Golf Camp, Wicked Cool Science Camp and LetGo Your Mind Lego Camp.
- Athletics is planning for an E-Sports (video gaming) League to be offered later this winter.
- Recreation Team members continue to deliver Meal Kits for the Burlington School District. Each kit contains 7 meals and our team has been delivering an average of 60 Meal Kits every Wednesday since early December to families living in Northgate Apartments and CHT and BHA apartment complexes throughout Burlington.



Recreation Facilities Division Update

- Learn to Skate lessons started back up in January – two classes quickly expanded to three, each of which are full or have a wait list. Emma Allen continues to provide oversight of Arena programming until our Recreation Specialist position (vacated by Sarah Jennings last May) is filled.
- High school and youth hockey are underway with practices and intra-squad scrimmages permitted, per State guidelines. High school games are tentatively scheduled for February and March, pending updated State guidelines.
- Champlain Valley Figure Skating Club returns to Leddy in January, offering pre-registered figure skating sessions for area skaters.
- Rink staff is analyzing spring ice demand to determine appropriate time frame for a spring shutdown. If the usual five-week shutdown is extended, Arena staff will be redeployed to other divisions within the Department.
- Josh Cushing, Arena Maintenance Worker, has returned to work at the Arena after a 9-month stint with the Grounds crew – welcome back, Josh!
- Devin Jones, Arena Customer Service Associate, has taken the lead on providing department-wide data to Department consultants for BPRW's Cost of Service/Cost Recovery project.
- Melissa Cate, Superintendent of Recreation Facilities, continues to provide support to the State Department of Health with the City's Contact Tracing team.

- Pickleball returns to the Miller Center on February 1! We will be offering four 45-minute sessions a day, four days a week for singles and doubles (from same household only) play.
- February programming at Miller includes All-Girls Technical Soccer Skills Clinics, BPRW Youth Basketball Clinics and February Vacation Week Day Camp in addition to private team and family gym rentals and childcare programs through Burlington School Department, Sara Holbrook Teen Center and Frog & Toad Childcare Center.
- The CORE continues to provide space for BHS City Lake Semester, BSD Expanded Learning, and Very Merry Theatre programming, in addition to Sunday Soccer Sparks in February.

Park Division Update

Park Administration

- Participated in the CSWD discussion about the discontinuation of compostable food ware at CSWD's Green Mountain Compost
- Elevator Maintenance vendor was changed due to buy out. Initiated vendor updates and purchase orders, invoices for all existing buildings with elevators.
- In process of 5 bench donations for Oakledge, City Hall Park and Waterfront Park
- Participated in a number of planning division projects

Conservation Program

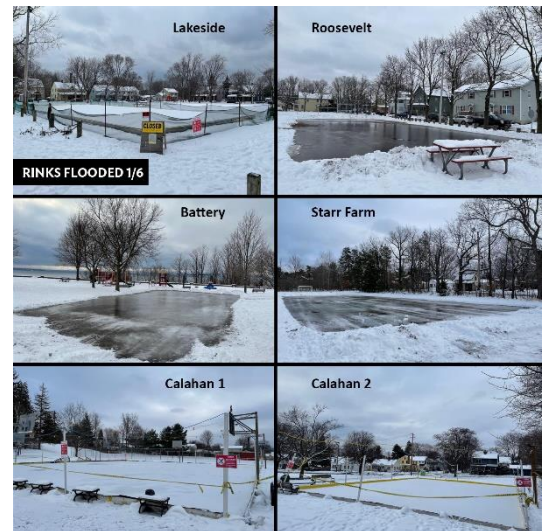
- Developed draft management plan for 311
- Initiated updates with vendor(s) and Conservation Board for Open Space Plan
- Working on collective management of invasive species plan with regional stakeholders

Facilities Program

- Worked with Safety Manager to supply custodial services to buildings due to COVID staff implications
- Completed building blue print storage racks at 645 Pine.
- Completed lighting project at outside bulk storage bays at Pine St.
- HVAC repairs required at 200 Church, Memorial Auditorium and Pine Street.
- Working through new decorative light issues at Appletree Park with the vendor.

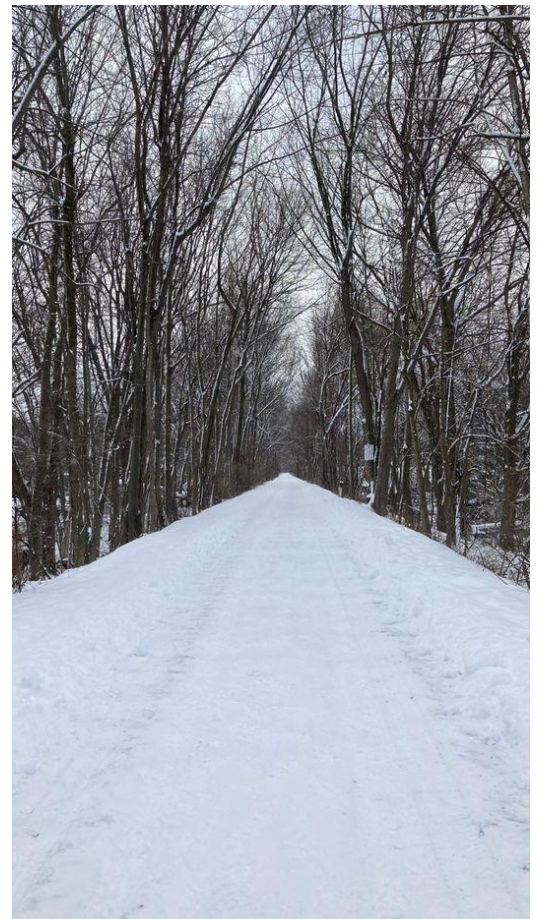
Trees and Greenways Program

- Initiated BED line trimming contract
- Organizing tree and plant orders for the spring
- Assist with seasonal light display install at Schmanska Barn



Winter on the Greenway

Ski to the East!



Grounds Maintenance Program

This is a new format we've been working on to update monthly. Let us know what you think. The time period of this detail is Dec. 15 – January 15.

Activity	% time	Total Hours
Trash Removal	8.15%	60.75
Snow Removal/Salt App.	16.44%	122.5
Transport of Materials/Equip	3.36%	25
Park Assets Maintenance	2.75%	20.5
Ice Rink Maintenance	14.13%	105.25
Brush/Tree Maintenance	3.62%	27
Equipment Repair/Maint.	5.47%	40.75
Cleaning Workspace/Equip.	2.08%	15.5
Playground Maintenance	2.55%	19
Road/Lot Repair	1.34%	10
Fence Maintenance	0.67%	5
Construction and Installation	2.68%	20
Graffiti/Vandalism	0.67%	5
Building Maintenance	0.40%	3
Work Order Requests	1.41%	10.5
Leaf Removal	2.15%	16
Special Event Support	10.20%	76
Cross-Division Support	0.13%	1
Training	1.21%	9
Admin.	4.33%	32.25
GIS/Mapping	3.62%	27
misc.	12.62%	94
Total hours =	100.00%	745

Planning Division Update

- Projects completed
 - Leddy Park Tennis Court Lighting
- Project progressing
 - 311 North Avenue trail coordination
 - Arms Forest Trail Improvements
 - Bike Path Realignment: Maple to College Street – including improvements to the College Street Intersection
 - Bike Path Design for the rest of Oakledge
 - North Beach Pump Out and Turnaround
 - Oakledge for all – Construction Documents and application submitted to grant

- Leddy Park Softball Field Scoring Installation: Scoreboard was delivered damaged in Oct. We received the new one and will install in the spring
- Perkins Pier Siting Study
- Projects starting soon
 - Calahan Park Master Plan
 - Leddy Park Stair Replacement
 - North Beach Maintenance Building Demolition – Asbestos Window removal – early February
 - North Beach Pull-Through Design

Waterfront Division Update

- The Waterfront staff has moved into winter operations and will focus on the following projects over the winter:
 - In partnership with the Planning Division, continue to improve North Beach Campground, according to the Master Plan. We are anticipating the removal of the Maintenance Barn shortly.
 - Events: Preparations are underway for the first, modified, mostly virtual event at the Waterfront for 2021 – the Penguin Plunge. We are expecting events to occur in Summer 2021, although in modified forms.
 - The North Beach Concessionaire RFP was posted publicly earlier this month and we are currently receiving proposals. These will be evaluated and scored in order to select the concessionaire.
 - The Information Center Building RFP was publicly posted in early January after receiving legal approval. This RFP solicits a vendor to provide Information Services in the small building located within the Pease parking lot. The application period is still open for this RFP.
 - The Skatepark Vendor RFP is awaiting attorney approval to post. The North Beach manager has assumed responsibility of this contract, and will be the main point of reference for the RFP/selection process.
 - The North Beach boardwalk improvement contract has been completed with Youth Build to provide repair and replacement of a section of the ailing boardwalk at our beach.
 - Our Marina Manager is one of the City Employees who is assisting the State of Vermont, Department of Health with contact tracing. This was extended into February by the State's request.

Before and after pictures of a section of the Barge Canal

