

## MINUTES

### Park, Arts and Culture Committee Meeting

Wednesday, September 11, 2013

5:45-7:00 PM

Room 12, City Hall

#### Participants

Committee Members: Councilor Karen Paul, Ward 6 (KP)  
Councilor Bryan Aubin, Ward 4 (VB)

Staff: Jen Francis, Parks Planner, Parks & Recreation (JF)  
Kirsten Merriman Shapiro, Special Project Manager, CEDO (KS)  
Nate Wildfire, Assistant Director, CEDO (NW)

Others: Vanessa Lam, Student  
Dave Hartnett, City Council

#### 1) Approval of agenda & draft minutes from 8/21/13

- Meeting came to order at 5:51 p.m.
- Agenda approved as with adjustment of moving City Hall Park item to first item (Paul/Aubin)
- Minutes approved as is (Paul/Aubin)

#### 2) Public Forum

- No public comment

#### 3) City Hall Park (Kraft)

- Next steps are to look for funding for the feasibility study (feasibility for the capital campaign)
- Feasibility study will cost \$7500 by Christine Graham
- FY14 Penny for Parks dollars set aside for City Hall Park implementation (\$20k)

#### 4) WAN Update (Shapiro)

- Shared draft of current design that details the overall design for phases 1 & 2
- Phase 1 bids came in very high; will be re-bid in January or February with hopes of realizing better pricing and minimizing winter construction
- This fall focusing on smaller tasks that can be removed from larger bid package: tree cutting/brush hogging & site clearance begins tomorrow; stonehenge will be relocated/stored on Astroline site; coal tunnel demolition during low water levels

- Next bid round will combine phases 1 and 2 and be issue as a bid with additional alternatives

## 5) PIAP Update (Wildfire)

- Handout for Karen as proposer
- Increasingly proposers are quickly refining concepts
- Some of the proposals that did/did not advance are linking up to proposals that will be advancing
- Total dollar amount available through TIF is close to \$7 million
- Anticipating fewer than 11 proposal for final submission
- Certain concepts have been confirmed ineligible because they do not have a large enough connection to economic development
- KP: Why do we need to go back to HUD?
- NW: New proposals will be different than old plan presented to HUD when granted was originally awarded. They need to be made aware of the upcoming projects so they can assist us in amending application. The new application will be due this winter. \$2 million in loans and \$1 million in grant funding.
- NW: What are ways to inform the public at large of the process? Internal and external communications?
- BA: A formal communication or 5-10 minute presentation on Council agenda
- KP: At some point we need to detail the process so that the public has the opportunity to see it several times before the election

## 6) FY13/FY14 PFP Implementation Update (Francis)

- Calahan athletic field wrapping up mid-September: hydroseeding underway
- Leddy softball field renovation phase 2 has begun; an update went out to partners
- Bike Path rehabilitation underway:
  - Geotechnical work happening along the barge canal in upcoming weeks
  - Public Bike Ride October 5: 9:30 am, meet at Howard Center Overflow Parking Lot
  - Public Forum October 15: 6:30 pm, Burlington Police Department Community Room
- Parks Master Plan
  - Public Forum October 3: 6:30 pm, Memorial Auditorium, update & workshop from the consultant team
- PIAP: Park Submittals
  - 1 - Southern Marina Expansion
  - 2 - Urban Reserve Interim Management Improvements
  - 3 - Waterfront Park Upgrades
- Boating Infrastructure Grant: Tier 2
  - Wave attenuator to support southern marina expansion
  - Working with Nick Warner at CEDO on application
  - Award up to \$1.5 million
- KMS: Does it require a local match?
- JF: Yes, up to 25%.
- NW: This match can be potential covered by TIF
- DH: Leddy, Calahan, Parks Master Plan?
- JF: Calahan athletic field wrapping up mid-September, Phase 2 Leddy softball field renovation will begin next week, PMP underway, projects on time and on budget

## 7) Other items

- Elimination of smoking on beaches - agenda item for next month?

**8) Confirmation of next meeting date**

- Next meeting date
  - Wednesday, October 16

**9) Adjournment**

- Meeting adjourned at 6:40 p.m. (Paul/Aubin)

DRAFT