



## **PARKS & RECREATION & HARBOR COMMISSION**

### **Minutes**

**June 14<sup>th</sup>, 2022, 5:30pm**

**Burlington Community Boathouse**

**1 College Street**

**Commission Present:** Nate Lantieri, Alex Farrell, Harley Johnson, Fauna Hurley, Abbey Duke & Aaron Keech

**Staff Present:** Cindi Wight, Deryk Roach, Brendan Kaplan, Alec Kaeding, Kim Bleakley, Neil Preston, Andrew Romano and Meghan O'Daniel

The meeting commenced at 5:39pm by Duke

#### **Approval of Agenda**

Duke asked for a motion to approve the agenda, motion by Johnson, second by Hurley, all approved.

#### **Approval of Consent Agenda**

Duke asked for a motion to approve the consent agenda and asked if anyone wanted to open it up. Hurley made a motion to approve. All agreed.

#### **Meet the Urban Park Rangers**

Preston & Romano presented. Both have a background in public service and parks to some degree. Preston feels that we have tapped the right tool at the right time to support the community. The community can lean on the Urban Park Rangers when there is a situation where they need support. Their goal is to make parks welcoming and friendly while making them safe for community members without involving firearms. Preston has found that their work will be gently embracing the community and engaging people rather than enforcement. He continued that they will focus on safety and have a hard and fast line for that, but that they are here to support the needs of the space for all to enjoy. Preston opened up the floor for questions.

Hurley asked if they were primarily focusing their efforts at and around the Campground.

Preston shared that they are based out of Leddy and that they will be all over, but that the focus for this year is the stretch between Leddy and the Waterfront, as well as Oakledge occasionally. Preston continued that they plan to focus on fires, dog management and support of the unhoused community in the parks. His hope is to take the time to understand what is needed and how the Rangers can support and positively engage the community. He plans to do so slowly and with education, with the hopes that the Rangers will be received well. Preston shared that he understands the need to be exceedingly thoughtful about the approach and that while this is new, there is time and space to focus on meaningful ways to go about the work. Preston continued that integrity, accountability and compassion

are a few examples of how he and the Rangers plan to approach their work. He shared that change will take time, but openness, perseverance and pivoting will be key components to success.

Duke asked about the staffing levels involved.

Preston answered that there are currently 2 full time positions, himself and Romano, and two seasonals. He continued that they are working to hire additional seasonals as the season continues with the goal of staffing up towards the end of June to fill all of the gaps that currently exist within the parks system.

Keech asked how home base ended up being at Leddy.

Preston answered that it is a central location to most areas that require their attention.

Wight shared that there was also a pragmatic side because there was open office space at that location.

Duke asked if there was anything the Parks Commissioners could help them with.

Preston thanked Duke and shared that “he doesn’t know what he doesn’t know” yet but will reach out when there is a need.

Hurley asked about how getting dogs to the south end of the beach was going?

Wight shared that the PACC Dog Task Force is working on making suggestions for the South side of Leddy Beach to be a dog area.

Preston continued that so far it is going well and it is an inclusive conversation which includes introducing himself to the community.

#### **Public Forum (Time Certain 6:00 PM)**

Duke opened up the Public Forum at 5:56pm for the Parks Commission meeting as well as the Harbor Commission meeting.

Peter Young, a slip owner at Perkins Pier, shared that there have been discussions about security and safety on the docks and he and other boaters are trying to figure out if there could be a web cam(s) placed to help with monitoring. He continued that it would be a nice feature for the City if there was a publicly accessible web cam on the website with a view out over Perkins Pier and that it would allow boat slip owners to feel more secure about their boats. Young also mentioned that the potholes in the Perkins lot are large.

Gregory Martin, a slip owner for 20 years, shared that he was at the meeting to say thank you for the Department’s work and specifically commend the Boathouse Staff and Brendan for the work they do. He continued that he is hoping there are funds proper signage for parking and staining the docks along with other projects at the Boathouse and the Waterfront. He shared that he feels strongly about the Waterfront itself and knows they do the best they can with what is allocated, and that he is hoping that can be kept in mind because he feels the Waterfront deserves its due to keep it in great shape. Martin continued by asking if the docks/moorings could be extended to the area up by the “jeddy”, and share that there seems to be a lot of unused space over there that could be captured.

Stewart Laurelmire raised the issue of non-boaters parking illegally down by the Waterfront. He shared that it would be helpful to increase enforcement and have a tow truck remove cars that are illegally

parked. He continued that while he enjoys it when people walk on D dock and they interact, there has to be a balance with the public access in a way that keeps boaters safe.

With no other members of the public present, Duke closed the open forum at 6:07pm.

### **Central Facilities Introduction and Update**

Roach & Bleakley presented about Central Facilities.

Roach began by introducing himself and Bleakley and explained that they were here to educate the commission about Central Facilities Division. He continued by explaining that their focus is on public buildings and city staff buildings and that they support custodial, maintenance, mechanical services, staff moves, HVAC systems etc. Roach shared that this is the first Central Facilities Division in the history of the City and that in 2021, Bleakley was brought on to oversee the Central Facilities staff, which has been monumental to the Department. He continued that this Division's prevue includes work requests and capital projects, among other things. Roach shared that they were given \$5 million in most recent bond, but that there is a \$60 million need. He continued that the team needs to be well resourced to come up with alternatives to get what is needed done with what they have. This includes working with other Departments to find solutions, for example BED.

Bleakley asked if anyone had questions about the projects that were completed this year.

Hurley asked if there was a favorite project.

Bleakley answered that there has been a focus on 200 Church Street, which has been neglected for some time. She shared that they started by putting in new exterior window – safe, secure & energy efficient and that drawings were just completed for a new HVAC system, which can now put out to bid. She continued that the next focus will be replacing the roof and putting in security pieces, such as door readers. Bleakley continued that there are some really big projects coming up in the next year, such as continuing with 200 Church Street, mitigating the lead paint on the exterior of City Hall, improving safety and security at the Fire Stations and the work on the buildings at Lakeview Cemetery.

Farrell asked if the EV chargers (on the print out) were grant funded.

Bleakley answered no.

Roach shared that a difficulty that they are constantly preparing for how to approach is funding. Working with multiple entities and funds, capital, grant, state etc. can be difficult.

Bleakley shared that EV2 chargers have been installed and are working well, but that EV3 chargers need preparatory infrastructure changes to be able to house them, which includes a big front end lift in cost.

Duke asked if they were actively trying to find other funding.

Roach shared that Nicole Losch was brought on and funded by the City as the new Grants Director.

Hurley asked how all of this work was being communicated to the public.

Wight shared that the City has a new system called Open Gov, where you can learn about all of the internal projects happening across the City. She continued that that will be launched soon and be a great way for members of the public to see how capital funds are being spent in an easily digestible way.

## **FY23 Budget Update**

Wight updated the Commission on the unassigned funds balance requests, sharing that the Department was asked to do our part to make cuts. She continued that some were easy because they are not a recurring purchase, like e-bikes and some were more difficult, like the continuing education fund. Wight continued that the question back to the Department was if there were any one-time budget needs moving forward and what those were. Wight shared that it is exciting that the Department is getting funds back that maybe were not available before. She plans to put this list of updated requests in annually.

Hurley asked if there was a cap on the amount allocated.

Wight answered no.

Wight continued that this year 55% of the budget has been covered by revenue and that the industry standard by NRPA is about 24%. She continued that ours includes Central Facilities and Trees unlike other communities, but that we also have the Camp Ground, Marina and our Parking lots.

Keech asked if 55% is normal for BPRW.

Wight shared that the Department was at 51% for '19/'20 and in '21 we were at 55% because the City helped cover the revenue and that we are currently at 43%. She continued that the Administration asked the Department to include a 3% increase every year to aim for but that they have set money aside just in case departments cannot achieve that, knowing that it could be difficult coming out of the pandemic.

Wight shared that Union negotiations are still going on and is not sure if that will have an impact on future budgets.

## **Public Engagement**

Duke opened up a discussion about how the Commission can get the public more engaged and asked people to share ideas about how to reach out to the community and share information.

Farrell shared that continuing to move locations has proven to be effective to reach different members of the community. He also shared that social media is helpful.

Duke suggested tabling at events. She continued that she will connect with Lantieri about Front Porch Forum.

Hurley suggested pairing down Wight's Director's Report and sharing that publically – especially about upcoming events and registration periods.

## **Standing Items:**

- Volunteer hours:
  - o Duke reported hours meeting with Cindi
  - o Johnson reported 2 hours at the Calahan community garden
- PACC Dog Task Force:
  - o Last meeting didn't happen
  - o Off-leash subcommittee is meeting every 2 weeks. Started by looking at what was done in 2013. Have been discussing shared times of spaces (dog vs. no dog). Have started talking about tag programs and how to potentially implement that here.

- Next meeting is on June 27<sup>th</sup>.
- Parks Foundation:
  - New members and new leadership, so it feels like a great time to engage with them and be at the table.

**Director's Items:**

- July 3<sup>rd</sup> is coming up! Invitation for VIP area will be coming soon.
- Put an unofficial hold on July 29<sup>th</sup> at 10am, there may be a ribbon cutting for Amtrak. Has not been made public yet.
- Jeff Shedd from the Cemetery recently retired and the Grounds Manager position is open, so those have been combined. Currently hiring for that position.
- Waterfront behind the scenes with security. Have spoken to Legal about cameras and that request can't be accommodated at this time. If we start using our own cameras we have to have very clear and strict policies around them. Have been reaching out to other users (Church Street Marketplace and Hula) who have webcams. Also looking into options for areas without hard wired internet.
- Suggested having a future meeting at City Hall, Kim could also give tours.

**Commissioner's Items:**

- Hurley asked about submissions for Penny for Parks.
- Wight shared that people can apply any time but they are reviewed in October and brought to the Commission in December. Suggested that folks have people submit by September.

**Adjournment**

Johnson moved to adjourn, Aaron seconded it.

Meeting was adjourned at 7:04pm.

**HARBOR COMMISSION MEETING**

Harbor Commission commenced at 7:05pm.

Hurley made a motion to approve the agenda. Johnson seconded it. Motion approved.

No consent agenda.

Kaplan and Keating gave updates about the Waterfront.

Keating shared that the camp ground is open and booming and that they are currently sitting on \$164,000 over projections. He continued that prices were raised for July and August with the mentality of peak season pricing. Keating shared that the beaches are all open and that we were one of the few places to be able to find lifeguards to hire. He continued that as of today, they are finally fully staffed. Keating shared that there will be electric UTVs at Oakledge and Leddy soon and that Oakledge is running with full staff at this point. He continued that they are working on the gate at Leddy and that water testing has begun daily. Keating closed by sharing that they are using new software this season, which crashed the first day when they brought in about \$200k.

Kaplan shared that the Marina is fully open and that he there has been an uptick in transient boaters and the mooring area has been fuller than it has been the past two years. He continued that the buoys have gone out and are closer than before in the hopes of avoiding water related incidents. Kaplan

shared that seasonal staff can now go out to do dock walks for safety purposes and that they are really focusing on customer service.

**Adjournment**

Johnson made a motion to adjourn, Aaron Keech seconded it, motion carried.