Stories

Cindi,

I just discovered the course is finished and played it on Saturday.

Huge appreciation and thank you for that addition to Burlington’s recreation options.

I don’t know who all made it happen but please let them know it’s very well done!

Peacefully,

Jeff

Department accomplishments and notable staffing developments since the last report?

- December Work Anniversaries – Steven Latulippe (40 years!), Melissa Cate (27 years), Jake Hornick (5 years), Joanne Putzier (38 years with the City), Darlene Loyer (22 years)
- Reposting our Recreation Manager position. Our top candidate took another opportunity and with a new reclassification will post to attract more strong candidates.
- Lead Urban Park Ranger, 2nd HVAC position and Event Planner positions are open and posting soon.

COVID-19

- Masks required for everyone for youth programs
- Masks required to walk in the door at all public facilities
- Adult programs that check vaccination status can go without masks if all participants are vaccinated (example, pickleball)

Major upcoming events: [http://enjoyburlington.com/events/](http://enjoyburlington.com/events/)

- Oakledge Opening Celebration – December 16 @ Austin Drive entrance @Oakledge Park – 3:15 PM
- Senior Holiday Dinner – December 16
- The GIFT Ice Performance – December 18 @ Leddy Ice Arena, 1pm
- City-wide events - [https://loveburlington.org/events](https://loveburlington.org/events)
Recreation Facilities Division Update

**Leddy Arena**

- Our Customer Service Associate position has been posted and closed, with 19 qualified applicants forwarded for our consideration. We look forward to reviewing the applications and conducting interviews, with the intent of filling the position as early as possible in the new year.
- Leddy Pro Shop is operational again, after a Covid hiatus. New staff have been trained and are covering the Pro Shop during our busiest periods of operation. Thank you to Tess Weafer, our Leddy-based Recreation Specialist, who coordinated the hiring and training process for new staff.
- December marks the start of the height of the hockey season with all programs up and running. In addition to our regular users, this month’s schedule features 11 high school hockey games, 5 school and camp groups, 16 family skates/birthday parties, a New Year’s Eve Dynamo hockey tournament and a New Year’s Eve Highlight Skate, in partnership with BCA. The rink will be closed December 24, 25 and January 1 to allow our staff to celebrate the holidays.
- “The Gift” ice skating show takes place on Saturday, December 18 at 1pm. Not only is this annual ice show a great way to celebrate the season, our skating community also adopts a local charitable organization, this year the Ronald MacDonald House, to share in the proceeds. Donations of needed goods are also collected at the show and will be delivered to the Ronald MacDonald House afterwards.

**Miller Center**

- Pickleball is exploding again at the Miller Center. In addition to a private pickleball rental group which plays three times a week, BPRW offers nine two-hour sessions for various levels of play each week. Unfortunately, there is a demand for evening playing opportunities for working adults which we are unable to fulfill due to a completely scheduled gym every weeknight.
- December programming at the Miller Center includes table tennis, line dancing, ASL, free walking program, VT Chargers power soccer, four levels of Soccer Sparks, women’s basketball league, women’s indoor soccer, and December vacation camp.
- The Vermont National Guard, in partnership with Vermont Department of Health, is now offering both free Covid immunizations and booster shots at the Miller Center every Wednesday from 8am-2pm. Shots are available by appointment and for limited walk-in visitors.
- All Recreation Facilities full-time staff have begun a series of Racial Equity workshops which will take place over eight two-hour sessions from December-March. Scheduling these important trainings is especially challenging for staff who operate facilities that are constantly in operation and serving visitors. Thanks to all Rec Facilities staff for their flexibility in accommodating these workshops and providing coverage for their co-workers so that they may attend.

**CORE**

- BPRW is recommending approval for a three year sub-lease of Room 219 at the CORE to the Family Room and Vermont Adult Learning. The two organizations collaborated on a proposal for use of space to include English language classes, educational assessment and advising, digital literacy instruction and support, case management and parent support group meetings. The proposed sub-lease will be considered by Board of Finance and City Council at their December 13 meetings, with intended start date of January 1.
• CORE staff is working with Champlain Housing Trust to secure a new audio/visual and sound system for the event space on the first floor. CHT has continued its closure of the event space and requests continue to come in for various activities. CHT has outfitted the space with new furnishings as well and is working on obtaining new decorative wall coverings as well.
• Pickleball play takes place on Mondays and Thursdays and, similar to the Miller Center, usage is picking up with the colder weather. Covid vaccine and booster clinics continue to take place every Thursday night at the CORE as well.
• On December 4 the CORE will host the O.N.E. Holiday Market in the gymnasium from 3-6pm with local and international food, art and craft vendors. This event is co-sponsored by BPRW, CEDO and Mascoma Bank.

**Park Division Update**

**Park Administration**

• Prepare snow plowing and seasonal snow/ice plan for park division staff.
• Continued improving various items for the VueWorks platform, testing and training elements for the parks teams.
• Working with capital committee to further the capital report and comprehensive building needs and project listings for the December 6th bond vote.
• Continuing progress on integration of park GIS/data for asset management
• Continue to fill two positions in the Central Facilities Program.
• Partnered with several department for the Sears Lane encampment processing.

**Conservation Program – Education**

• Conservation Education Collaborations - the Conservation Team is involved in a variety of community partnership projects. Here is an update on some of those.
  • BPRW Conservation staff in partnership with Grow Wild and Burlington Wildways has been supporting the teachers and students of Champlain Elementary School with programming and curriculum around the re-wilding of their campus.
    • This work has included:
      • Planting trees and shrubs on campus, part of which is the creation of a wildlife corridor in the school yard.
      • Establishing a tree nursery on school grounds
      • Ongoing programming that involves students and teachers in all of the activities
  • BPRW conservation staff have begun co-leading activities and learning opportunities for Burlington City and Lake Semester Students. This fall BCL students worked with BPRW at
Kieslich Park to establish pollinator gardens, participate in the public input of the park management plan, and manage invasive species on site.

- The Conservation Team is supporting the planning and programming for MLK Day. This work includes the creation of a cultural asset map, in partnership with REIB and CEDO. The plan is for this to kick off with self-guided cultural tours of spaces such as the Leddy Story Walk, Kieslich Poetry Walk, and various community murals.

**Conservation Program - Operations and Planning**

- Winter Operations have begun this includes preparing for the ongoing clearing and maintenance of the waterfront bike path, ski trails in the Intervale, and skating at Arthur Park (sea caves).
- Ongoing planning for spring/summer 2022 tree and shrub plantings.
- Planning for the 50th anniversary of Community Gardens is underway. A committee of community members and gardeners are working with BPRW staff to plan a season-long celebration for 2022 that will include programs, storytelling and media, as well as a culminating harvest event.
- Support for the celebration and storytelling related to the delayed celebration of 50 year anniversary of Oakledge Park
- Ongoing support and planning for the building of the trail connection from Cambrian Rise and the Burlington Bike Path (through Kieslisch Park). Construction planned for summer/fall 2022.
- Scoping and planning around trail work and improvements at Ethan Allen Park
- Ongoing review and planning for capital maintenance improvements along the bike path (soft shoulder repair, stormwater management, and vegetation adaptations).
- Returning Garden Registration for BACG is in full swing. Preparation for new gardener registration in February.

**Cemetery Program**

- Closed to Saturday burials as of 12/4 and will not be reopening on Saturdays until spring
- Lot sales and burials have slowed down as the weather has turned cold.
- We hosted a large memorial service in the chapel followed by a burial for Reverend Don Jackson on 12/3. Don gave our Civil War General tours on Memorial Day Weekend for many years and worked with the Friends of Lakeview throughout the organization’s existence. In recognition of his service to the cemetery, we donated the use of the chapel for his service.
- Cemetery Commission working on ordinance language pertaining to green burials

**Central Facilities Program**

- Initiated group/shared computers updated for Parks staff.
- Preliminary planning for additional City cameras and new server.
- Final measurements taken for window replacement project at 200 Church.
- Completion of Parks bay renovation to include new overhead door and eyewash station.
- Updating custodial plan for duties by building.
- Interviews of architects for schematic design of Fletcher Free Library envisioning.
- New pump installation for City Hall HVAC system.
- Cleaning of City Hall radiators.
- Successful troubleshooting and repair to Memorial Auditorium boilers for the winter season.
- Remediation of graffiti and other vandalism at Central buildings. Assisting City Clerk’s office with election set up.

**Park Facilities Program**
- Completed dock removal.
- Winterized the work boat and Harbor Master boat - cleaned and serviced.
- Cleared debris from drains of our flat roof buildings.
- Assisted Central Facilities to start Memorial boilers and do minor repairs.
- Began rehabbing our parks wooden signs painting /staining.
- Prepped all snow blowers for the winter season.
- Dealt with many work orders for a variety of small things.

**Trees and Greenways Program**
- Oversaw planting of new trees along re-aligned section of bike path between College St. and Main St.
- Updated Tree Works inventory to reflect all planting and maintenance work for 2021.
- Completed fall cleanup of landscape and perennial beds in parks throughout the City.
- Assessed potential hazard trees in North Beach Campground and completed pruning and removals accordingly.
- Began contract line clearance work for Burlington Electric
- Responded to resident requests and completed See click fix and Facility Dude work orders as needed
- Winterized and covered truck mounted irrigation tanks

**Grounds Maintenance Program**
- In full swing for leaf pickup at the parks
- Installed ADA path at Schmanska playground
- Built and distributed new bike racks throughout park system
### Table 1. Grounds Division Work Tracking November

<table>
<thead>
<tr>
<th>Activity</th>
<th>% time</th>
<th>Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Playground Maintenance</td>
<td>2.14%</td>
<td>9</td>
</tr>
<tr>
<td>Training</td>
<td>2.38%</td>
<td>10</td>
</tr>
<tr>
<td>Cleaning Workspace/Equip.</td>
<td>2.62%</td>
<td>11</td>
</tr>
<tr>
<td>Court Maintenance</td>
<td>2.86%</td>
<td>12</td>
</tr>
<tr>
<td>Fence Maintenance</td>
<td>3.10%</td>
<td>13</td>
</tr>
<tr>
<td>Brush/Tree Maintenance</td>
<td>4.29%</td>
<td>18</td>
</tr>
<tr>
<td>Road/Lot Maintenance</td>
<td>4.29%</td>
<td>18</td>
</tr>
<tr>
<td>Inspections</td>
<td>4.29%</td>
<td>18</td>
</tr>
<tr>
<td>Equipment Repair/Maint.</td>
<td>5.00%</td>
<td>21</td>
</tr>
<tr>
<td>Transport of Materials/Equip</td>
<td>5.95%</td>
<td>25</td>
</tr>
<tr>
<td>Construction and Installation</td>
<td>7.14%</td>
<td>30</td>
</tr>
<tr>
<td>Park Assets Maintenance</td>
<td>8.33%</td>
<td>35</td>
</tr>
<tr>
<td>Trash Removal</td>
<td>10.48%</td>
<td>44</td>
</tr>
<tr>
<td>Leaf Removal</td>
<td>35.71%</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total hours =</strong></td>
<td>100.00%</td>
<td>420</td>
</tr>
</tbody>
</table>

### Planning Division Update

- **Projects Progressing**
  - Battery Park: UVM Spatial completed a drone flight to collect information about the park ahead of a Comprehensive Planning process in FY23.
  - Bike Path Realignment:
    - College to King work- progressing along the Greenway portion of the project now
    - King to Maple Project – work along the Greenway wrapped up until next Spring – this section of the Greenway will be reopened until Spring when additional work at the intersections of King and Maple (rail-related) might necessitate another period of temporary closure/detour on Battery Street
Lavalley Lane shift has occurred - the Greenway has been removed from adjacent to Lavalley Lane and the long-term detour through Perkins Pier is in effect.

- Bike Path @Oakledge: Project progressing with work advancing on the Flynn Avenue Oval; Greenway work substantially complete, working on final touches before the re-opening.
- Calahan Park Master Plan: final plan presented to the public through a virtual meeting on 11/30. Consultants will be wrapping up the project with a final report. Our team is beginning to work on bid documents for phase 1 of the playground for construction in 2022.
- Leddy Park Comprehensive Plan: Review of proposals to lead us through a planning effort for Leddy Park, as well as the conceptual planning for the bike park.
- Kieslich Park: Working with consultant team at Cambrian rise on finalizing documentation needed to bid out the construction of the connection to the Greenway in 2022.
- North Beach Pull-Through Design: design aimed for wrap up in December.
- Oakledge for all: grant agreement should be in-hand in January 2022 for spring bidding. Consultant working on bid documents. BPRW team aiming to bid out restroom renovations in late December for construction in 2022, as well as the installation of fitness equipment on the new exercise pad.
- Perkins Pier Siting Study: BPRW and consultants were in-person at Perkins Pier on 12/04 to connect with the public on the proposed final plan. Final virtual public meeting held on 12/7 to present the final plan and have the public weigh in on funding priorities.
- Roosevelt Park Comprehensive Plan: Received draft survey for review by BPRW to determine next steps on this project.
Waterfront Division Update

Marinas & Harbor

- We are actively working with Vermont Adaptive to apply for ARPA funds for the Perkins Pier project. Projects are fully funded, with no local match, with the potential for rewards between $500k and $10m. Applications are due at the end of January. We have met with numerous organizations and agencies who would be interested in the project, are neighbors of the project or organizations that may help with future capital funding.
- The Perkins Pier mooring project has been completed. This project upgraded the 23 seasonal moorings from a chain and anchor system to a more robust rubber-rhodes Hazelett system. This will be safer for our boaters, as well as easier for us to maintain. With our past chain system, it would wear out the shackles and boats would break free. This is a much needed and safer replacement system.
- The Marina Manager is working in conjunction with DPW this winter to streamline the waterfront parking systems. It is our goal to have active parking enforcement in all of our paid lots, unified through Parkmobile throughout all sites.
- The marina would like to switch reservation platforms, from Hercules to Dockwa. This will allow us to remain competitive with the other two private marinas in the harbor, who are both on the Dockwa platform. The marina manager would work in January and February to complete the transfer of information and tailor the software to our needs.

Campground & Beaches

- We have been researching new campground software to replace our current, inefficient system, with the goal of having a new system in place prior to the start of next season. Our current top pick for software is Astra. The intention is to have new software for the start of the camping season in May.
- North Beach released the Beach Concession RFP in November. The RFP is for food services down at the Beach House at North Beach. The RFP closes on December 10th.
- The North Beach Manager will be overseeing the Urban Park Ranger Program and will dedicate significant time this off-season to the creation and start of this program. We successfully had this position regraded and approved by the Board of Finance in November to reflect this position change. The Managers new title is “Waterfront & Park Operations Manager”.
- Exploring adding two UTV type vehicles to the NB fleet, as they are sorely needed to move staff and equipment to all of our beach and park locations. We hope to use extra campground revenue generated to purchase hybrid or electric UTV vehicles. This would enable us to station park and beach attendants over at Leddy Park, which will greatly improve the cleanliness and safety of the park.

Events

- Planning for the 2022 is already underway, as the applications have been sent out to all previous event holders, as well as any new event can now apply.
- We have already received applications for 2022, and are expecting a much fuller roster for next year. We have also been in conversation with a one-time, antique boat show event that is interested in utilizing waterfront spaces for their national event. They may end up requesting use of space beyond Waterfront Park.
- The Events Committee will meet in December to review all 2022 applications, in order to move them forward. This process is critical in order to satisfy Act 250, as well as our own processes to grant event approval.
This off-season, our Event Coordinator will be reviewing the Waterfront Park event rates and will make suggestions on updating our fees.

**Urban Park Rangers**

- Both job descriptions, one for the Lead Ranger position and the other for the Ranger position, have been approved by the Board of Finance/City Council. The positions will be posted soon for applicants to apply. This is a very exciting step in this new program for BPRW.
- At its heart, we look to this position to be educational and engaged with our community about our dynamic park system. We expect this position to help us navigate some of the issues we see in our parks (fires, fireworks, dogs off-leash), as well as inform and educate our community on the benefits of our waterfront and parks systems. We welcome your feedback on this position.
- We have secured office space at Leddy Arena for the two FT positions. Work is ongoing to acquire all necessary equipment for this position. The office is currently under renovation with new flooring to be installed, quotes for window replacement, re-wired and re-painted.

**Recreation Division Update**

- Recreation staff are busy implementing winter programs and planning for winter events.
- We have finalized our indoor Covid-19 policies for this winter season. Our policy for youth will mirror those of the Burlington School District. Youth programming in all facilities will require all participants, coaches, officials and spectators to be masked.
- BSD is not permitting any adult programs to take place in their facilities this Fall-Winter. This decision affects several of our popular adult sports programs.
- Adult programs may opt for no masks if all participants are vaccinated and there is a system in place to check vaccine cards.

**Leddy Arena Programs**

- **Freestyle Ice (on-going until May):** Meant for practice/instruction with a coach. Mornings Monday-Friday
- **Adult Skating Clinics (on-going until May):** Tuesday & Wednesday Mornings. Figures Clinic/Advanced Skating
- **Public Skate (on-going until May):** Drop-in only. Monday-Thursdays 9:00am-10:30am
- **Stick and Puck (on-going until May):** Drop-in only. M/T/TH 10:45am-12:15pm
- **Lessons (beginning Saturday 9/18 12-week sessions)**
  - Itty Bitty Lessons | Ages 3-5 | Saturday @ 10:45am-11:30am
  - Itty Bitty Lessons | Ages 3-5 | Sundays @ 1:15pm-2:00pm
  - Lessons Level 1-6 | Ages 5-14 | Saturdays @ 11:30am-12:30pm
  - Lessons Level 1-6 | Ages 5-14 | Sundays @ 2:00pm-3:00pm
  - Lessons Level 1-6 | Ages 5-14 | Mondays @ 3:45pm-4:45pm
  - Super Sk8 | Ages 7-16 | Sundays @ 3:15pm-4:15pm
  - Adult Group Skating | Ages 16+ | Saturdays @ 12:45pm-1:45pm

**Miller/CORE Programs**

- Fall Programs taking place at the Miller Community & Recreation Center or the ONE Community Center included:
American Sign Language
Ethiopian Cooking with Mulu Tewelde
Beginning and Intermediate Line Dancing
Medicare Made Clear
North End Yoga
Yoga for Adults
Fundamentals of Salsa
Virtual Fitness Class
Women’s Self Defense
Out & About Trips to VINS, the Rokeby Museum, and an Ethan Allen Cruise.
Learn to Ride workshop at the Leddy Arena Parking area in partnership with Local Motion

We offered AARP & Fit Lot-Fitness classes at the AARP Fit Lot located at the Miller Community & Recreation Center. The Fit Lot classes are at no charge to participants due to a grant that the department received in order to have the Fit Lot installed and to offer classes at no additional charge to participants when attending a Fit Lot class. Our Fitness instructor is an instructor from the YMCA.

**CORE Adult Center**
- The Core Adult Center is now partnering with Hieneberg Senior to utilize the Burlington Senior Mini Bus for trips and outings. CORE Adult Center participants attended EIGHT trips this November to destinations throughout Vermont.
- CORE Adult Center staff are busy helping to organize our annual Senior Holiday Dinner. The dinner this year has been modified due to Covid-19. Senior adults can pick up their “To Go” meals and gift bag at the Miller Center on December 16th, or they can choose to have their meal and gift bag delivered to their door by Recreation Division staff.
- Offerings at the CORE Adult Center for this fall/winter include:
  - Chair Yoga, Fundamentals of Salsa, Bone Builders, International Cooking and Cooking with Mulu, Acrylics, Reminiscing, Book Club, Armchair visits to Hawaii and the Grand Canyon, Bingo, Nature Crafts, Seed Saving, Preserving Fresh Garden Herbs, and social hour each day.

**Events**
- Our department is happy to announce that we will be partnering with the Pomerleau Family Foundation to provide a modified Pomerleau Holiday Party that is scheduled for Sunday, December 12th. Every half hour beginning at 10:30 AM and ending at 2:00 PM we will have approximately 50 people coming to the Hilton for:
  - Family Photo
  - Gift bag with gifts for every child
  - Ornament wrapping station for kids to give parents a gift
  - BPRW Pomerleau Scholarship "Gift Certificate" station ($50 scholarships toward BPRW programming)
  - Holiday Meal "To Go" Station for families to take turkey dinner home with them.
* Hilton will be decorated with poinsettias and lights 
* Volunteers and staff will be dressed in costumes and will assist families through each station 
* Sound system will be playing holiday music

- The Annual Senior Holiday Dinner will take place on Thursday, December 16th. The dinner this year has been modified due to Covid-19. Senior adults can pick up their “To Go” meals and gift bags at the Miller Center on December 16th or they can choose to have their meal and gift bag delivered to their door by Recreation Division staff.
- Recreation Events Planner, Emma Allen, has resigned and accepted a position working in the events field for a private sector company based in Winooski. We hope to post for this open position later this month.

Athletics
- BPRW Youth Basketball began on December 4th. We are utilizing the Burlington Boys & Girls Club, Champlain School, Hunt School, Flynn Elementary, CP Smith & IAA for games and practices.
- Our Melanie Davidian Women’s Basketball League will be started on Sunday, November 21st. We have seven teams playing in the league this winter.
- Youth indoor soccer programs are set to begin later this month.

Admin Division Update
- BOF/CC approved the Urban Park Ranger positions
- Finalizing registration software for marina and campground
- Working with staff on updating the fees that need to go to the Parks Commission and/or Council for approval. The remaining include Waterfront and Leddy Arena
- Finalized MOU with Heineberg Senior Center
- Applied for the VOREC grant – includes $ for Bike Park, WVPD wetlands walk, bike trailer with bikes, winter sports trailer with $ for equipment, camping equipment, Community Sailing Center diversity sailing program and tool trailer. Our “One Burlington” group represents 12 unique businesses and organizations.
- The Parks Foundation unanimously voted to support fundraising for the Red Stone Cottage. The goal is $85,000. The first pledge received ($5,000) was from Preservation Trust of VT as a Paul Bruhn project.
- BOF/CC approved the use of the Conservation Legacy Funds for improvements to Kieslich Park.
- Shared discussion on Greenway speeds with BPRW team. The team is supportive of no specified speed and instead focuses on etiquette. We’ll be back to the Commission with our suggested signage plan for feedback.
- Hosting two Carleton College “externs” the week of 12/6 – one is interested in architecture and the other in Urban Planning

Commission notes
- Special Commission meeting Wednesday, March 2nd for the Burlington Parks History presentation by historian Muriel More @ 5:30 PM – 645 Pine and virtual