SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – January 2022

Department accomplishments and notable staffing developments since the last report?

- January Work Anniversaries – Max Madalinski (5 years)
- Our new Leddy Customer Service staff member, Scott Hannigan will start in January. Scott comes with extensive rink experience and the staff is excited to have him join the team.
- There are three positions currently posted and accepting applications – Lead Urban Park Ranger, Recreation Manager and Maintenance Specialist. The Event Planner position we anticipate posting in late January and the open Recreation Specialist position will get posted as soon as we bring on a new Recreation Manager.

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)
- Staff are required to have a mask on at all times indoors when in the presence of others (public or staff)
- No restrictions on remote work at this time if work may be done remotely

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

- We had a successful and busy holiday season with the Pomerleau Holiday Party, The Gift skating show, the Holiday Light competition, the Senior Holiday Dinner and Highlight at the Waterfront. The next event will be the Penguin Plunge at the Waterfront on March 12th. Our BPRW team stepped up to support Gary with our Event Planner position empty along with two other Recreation positions. We look forward to Kid’s Day in May and to filling the Recreation positions!

Recreation Facilities Division Update

- Scott Hannigan will join the Leddy team as our Customer Service Associate on January 18. Scott stood out among 19 qualified applicants with his extensive rink and customer service background. We look forward
to working with Scott who will also provide needed support to the Waterfront division! Thanks to Tess Weafer, our Arena Recreation Coordinator, for assuming many administrative tasks during this position vacancy.

Our next session of skating lessons begins January 8, with over 120 skaters enrolled in 7 classes. Our four-day mini session of classes over December school break saw 23 skaters participating.

- January is perhaps the busiest month of the year at the arena. In addition to all of our regular user groups, public skating, and youth hockey we will host 20 plus birthday parties and family rentals, 13 high school hockey games and 7 Lumberjacks junior hockey games. New Year’s Eve was extremely busy at the rink with a 12-hour hockey tournament on the studio rink and heavily attended public skating in addition to high school practices on the Olympic rink. Kudos to our maintenance staff – Bob LaPointe, Stan Bajuk, Josh Cushing and Dustin Dupont who keep our rink running smoothly and on time!

- In addition to weekly Covid booster clinics at Miller and CORE, Leddy will host a testing site in the parking lot on Sunday, January 9th from 2-6pm for 200 individuals who will be tested on site.

**Miller Center**

- January programming at the Miller Center includes itty bitty basketball, table tennis, line dancing, ASL, free walking program, four levels of Soccer Sparks, women’s basketball league, women’s indoor soccer, softball pitching clinics and nine sessions of pickleball each week.

- The Vermont National Guard, in partnership with Vermont Department of Health, will continue to offer both free Covid immunizations and booster shots at the Miller Center every Wednesday from 8am-2pm at least through January. Shots are available by appointment and for limited walk-in visitors.

- January user groups include Champlain Valley Baptist Church, Vermont Dodgeball, Burlington School District Student Support Services, Me2 Orchestra, Revolution Basketball, Ward 4/7 NPA, VT Chargers Power Soccer, Winooski Recreation & Parks indoor soccer and a private pickleball group, in addition to various family and private rentals.

**CORE**

- City Council and the Board of Finance approved 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. We are very excited for these two organizations to offer expanded programming at the CORE in 2022!

- CORE staff is working on potentially relocating senior programming to the first-floor event space until the recent spike in Covid cases subsides. If approved by Champlain Housing Trust, this will ensure that the vulnerable seniors in our programs are segregated by other CORE users, such as City Lake Semester students, Very Merry program participants, pickleball players and visitors to the Family Room and new shared space for Family Room and VT Adult Learning. CHT has continued its closure of the event space to public gatherings.

- January activities at the CORE, in addition to CORE Senior Center programs, include four sessions of pickleball each week, AALV evening open gym for teens three nights a week, Very Merry Theatre practices and Chicago performances January 7-9, Covid vaccine/booster clinics and karate classes.
Park Division Update  

Park Administration

- Developed a communication plan for winter maintenance and recreation opportunities with the marketing and outreach team.
- Continued improving various items for the VueWorks platform, testing and training begins in January. Working with capital committee to further the capital report and comprehensive building needs and project listings for a potential future vote.
- Continuing progress on integration of park GIS/data for asset management
- Completed one session of REIB Training, started session 2. Completed all safety training through February 2022.
- Continue to fill two positions in the Central Facilities Program.
- Continuing processing payment and reconciling accounts for the Sears Lane encampment.

Conservation Program

- 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.
- 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 ongoing. 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).
- Assisted with homeless encampment clean-ups
- Returning Garden Registration and preparation for new gardener registration in February.

Cemetery Program

- Cemetery Commission working on ordinance language pertaining to green burials
- 7 burials and 1 lot sale in December
- Installation complete and held a burial for the newest mausoleum in the New North Outline section

Central Facilities Program

- 7
• Updated City compost lists.
• Updating RFPs for City building preventative maintenance contracts.
• Upgrading an expansion tank at 645 Pine.
• Working with LN Consulting to complete as-built drawings of 200 Church Street in preparation for HVAC system design.
• Yearly polishing of City Hall marble floors.
• Improving the security of City Hall server room with door reader installation.
• Improving the security of HR with glass insert and speaker system.
• Having exhaust louvers and sensors tested and repaired in 645 Pine Streets garage.
• Working to help close up old permits on City buildings.
Start of the elevator modernization project at Fletcher Free Library.
Continual team training for (REIB) Safety and Racial Equity.

- Assisted with the December Voting Process
- Assisted the library in opening their new branch in the NNE.

**Park Facilities Program**

- Assisted BCA with the Highlight New Year’s Event
- Assisting Central Facilities as they are down a couple of positions
- The Electrician installed new LED lights at the Library for areas with high levels of vandalism
  
  - 127 Path clean-up

- Repainting and refinishing park identifications signs and working on installing up to seven new signs.
- Repaired significant damage to a metal railing at Northshore Natural Area
- REIB Training is underway!
- Assisting the larger dept. in snow and ice management
- Assisted with the December Voting Process with CT Office

Champ was a hit at Highlight! Waterfront Park

VJ and his wife volunteering at the Pomerleau Party
Trees and Greenways Program

• Completed pruning and removal of potential hazards at North Beach Campground
• Responded to See click fix and Facility Dude requests as needed
• Completed street tree planting plan for spring 2022 and ordered bare-root trees
• Pruned all trees in Branch out Burlington City nursery
• Completed $32,000 (approximately 1/3), of line clearance contract for Burlington Electric

Grounds Maintenance Program

☐ Completed full clean-up at Sears Lane Encampment site
Initiated second large cleanup of an encampment off of 127 Recreation Path
Coordinated and assisted neighborhood groups in setting up outdoor rinks in preparation for December break.
Flooded rinks at Battery, Starr and Roosevelt Park
Assisted with ice and snow removal through multiple small storms
Supported the artist market in December and maintained a much higher level of service at City Hall Park

<table>
<thead>
<tr>
<th>Activity</th>
<th>% time</th>
<th>Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross-Division Support</td>
<td>1.39%</td>
<td>8</td>
</tr>
<tr>
<td>Category</td>
<td>Percentage</td>
<td>Hours</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>------------</td>
<td>-------</td>
</tr>
<tr>
<td>Training</td>
<td>1.39%</td>
<td>8</td>
</tr>
<tr>
<td>Brush/Tree Maintenance</td>
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<tr>
<td>Cleaning Workspace/Equip.</td>
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<tr>
<td>Park Assets Maintenance</td>
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<tr>
<td>Equipment Repair/Maint.</td>
<td>2.78%</td>
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<tr>
<td>Inspections</td>
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<tr>
<td>Admin.</td>
<td>4.17%</td>
<td>24</td>
</tr>
<tr>
<td>Trash Removal</td>
<td>10.43%</td>
<td>60</td>
</tr>
<tr>
<td>Encampment Removal</td>
<td>10.43%</td>
<td>60</td>
</tr>
<tr>
<td>Snow Removal/Salt App.</td>
<td>12.00%</td>
<td>69</td>
</tr>
<tr>
<td>Transport of Materials/Equip</td>
<td>14.09%</td>
<td>81</td>
</tr>
<tr>
<td>Leaf Removal</td>
<td>14.09%</td>
<td>81</td>
</tr>
<tr>
<td>Ice Rink Maintenance</td>
<td>15.83%</td>
<td>91</td>
</tr>
<tr>
<td><strong>Total hours =</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>575</strong></td>
</tr>
</tbody>
</table>
Planning Division Update

- Projects Progressing
  - **Bike Path Realignment:** College to King: path reopened to the public until spring. Work to be done in the spring includes: top coat of asphalt, rework of shoulders, landscaping. Major rework including: reconstruction of the exposed aggregate concrete on the pedestrian sections of the ECHO plaza, including in front of ECHO and at the entry of Waterfront Park. Replacement of cover on vault adjacent to the reconstructed path on the southeast corner of College. The path work will require temporary closure of the path in the spring.
  - 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:** Greenway reopened with fanfare on 12/16!
  
  Rework of the pavers at the Flynn Avenue ‘oval’ is anticipated in the spring along with several punch list items such as stump grinding.

• **Calahan Park Master Plan:** Final draft report anticipated mid-January from the consultants. Waiting on bids for phase 1 of the playground for construction in 2022.

• **Champlain Street Park Redesign:** Continuing outreach and beginning work on park design by internal parks team.

• **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.

• **Leddy Park Comprehensive Plan:** Reviewed 2 complete proposals from consultants on plan development. Award anticipated in January.

• **North Beach Pull-Through Design:** Our team provided feedback to the designers and rework is aimed to wrap up in mid-January.

• **Oakledge for All Universal Access:** Anticipating grant agreement in-hand soon for spring bidding. The consultant working on bid documents for the playground.
  
  Bids out for restroom renovations for construction in 2022. Aiming to release a bid request for the fitness equipment on the new exercise pad.

• **Perkins Pier Siting Study:** Final plan draft being reviewed by staff. Final plan anticipated end of January.

• **Roosevelt Park Comprehensive Plan:** Received draft survey for review by BPRW to determine next steps on this project.
Projects starting soon:

- Leddy Park Pause Place
- Schifilliti Pathway

Projects supporting other divisions/departments:

- (abbreviated)
- Playground Equipment and Compliance
- Survivors of St. Joseph Orphanage 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. We will be doing the bulk of grant writing this month.
- 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. We are also looking into placing kiosks at Perkins Pier for this Summer.
- The marina has selected Dockwa as the new operating platform for the marina. This aligns us with the other two marinas on the harbor, ensuring we have equal footing in reservations. Staff will work with Dockwa to transfer our data and get the program up and running prior to our season.

**Campground & Beaches**

- We have selected Astra as our new campground software. This will align our campground with other regional campgrounds and aid us in reaching an even broader customer base. Staff will work with Astra to transfer our data and become operational before we open to reservations.
- 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 closed on December 10th and staff will now work on selecting the concessionaire.
- 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 Manager's 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 met in December and reviewed 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. All events were approved by the Committee and received staff support. Staff will now work with each event producer to finalize their contract.

Below is the current DRAFT of the event schedule. This is subject to change:

<table>
<thead>
<tr>
<th>Date 2022</th>
<th>Waterfront Park Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 31 (2021)</td>
<td>Highlight New Year’s Eve</td>
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<tr>
<td>March 12</td>
<td>Special Olympics VT Penguin Plunge</td>
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<tr>
<td>May 11</td>
<td>VIP</td>
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<tr>
<td>May 14</td>
<td>Kids Day</td>
</tr>
<tr>
<td>May 22</td>
<td>OFF/Not Available</td>
</tr>
<tr>
<td>May 28,29</td>
<td>VCM &amp; Mini</td>
</tr>
<tr>
<td>June 4</td>
<td>OFF/Not Available</td>
</tr>
<tr>
<td>June 10, 11</td>
<td>Discover Jazz</td>
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<tr>
<td>June 19</td>
<td>Juneteenth</td>
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<tr>
<td>June 25</td>
<td>BFWF</td>
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<tr>
<td>July 3</td>
<td>Burlington Independence Day Celeb</td>
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<tr>
<td>July 10</td>
<td>Off/Not Available</td>
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<tr>
<td>July 22,23</td>
<td>Vermont’s Brewer’s Fest</td>
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<tr>
<td>July 28-31</td>
<td>Maritime Festival</td>
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<tr>
<td>August 6,7</td>
<td>LCDB Festival</td>
</tr>
<tr>
<td>August 13</td>
<td>OFF/Not Available</td>
</tr>
<tr>
<td>August 27</td>
<td>Available</td>
</tr>
<tr>
<td>September 3</td>
<td>OFF/Not Available</td>
</tr>
<tr>
<td>September 8-10</td>
<td>ACBS</td>
</tr>
<tr>
<td>September 18</td>
<td>Pride Fest</td>
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<tr>
<td>September 24,25</td>
<td>GPN</td>
</tr>
<tr>
<td>October 1</td>
<td>OFF/Not Available</td>
</tr>
<tr>
<td>October 8</td>
<td>Wedding</td>
</tr>
</tbody>
</table>

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.

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, window replacement, re-wired and re-painted.
- The Lead Urban Ranger position is currently posted and open to applications.

Recreation Division Update

- We have finalized our indoor Covid-19 policies for this winter season. Our policy for Burlington School facilities will mirror those of the Burlington School District. Youth programming in all facilities will require all participants, coaches, officials and spectators to be masked. With the recent uptick in Covid-19 cases in our region our staff are preparing to adjust programs as needed to abide by protocols set forth by the State of Vermont and the City of Burlington. The Burlington School District is still not allowing adult programming in their facilities. We are offering a reduced number of adult athletics at the Robert Miller Center.

Leddy Arena Programs

- **Leddy Arena staff partnered with the Champlain Valley Skating Association to present a fantastic Holiday figure skating performance “The Gift” on Saturday, December 18th.**
- **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** ○ Itty Bitty Lessons, Level 1-6, Super Sk8 and Adult
- **Miller/CORE Programs**
- Winter Programs taking place at the Miller Community & Recreation Center or the ONE Community Center included:
  - American Sign Language ○ Ethiopian Cooking with Mulu Tewelde ○ Senior Adult Tax Assistance ○ North End Yoga ○ Yoga for Adults ○ Very Merry Theatre for Adults ○ Virtual Fitness Class ○ Women’s Self Defense ○ Out & About Trips

19 policies for this winter season.
CORE Adult Center

• The Core Adult Center has finalized an agreement with the Heineberg Senior Center to utilize the Burlington Senior Mini Bus for trips and outings. CORE Adult Center participants attended SIX trips this December to destinations throughout Vermont.

• CORE Adult Center staff continue to offer a daily lunch program for Burlington seniors. Transportation to our Congregate Meal site is provided by SSTA through a statewide grant administered by Green Mountain Transit and United Way of Northwestern VT.

• Offerings at the CORE Adult Center:
  - Chair Yoga, Bone Builders, International Cooking and Cooking with Mulu, Acrylics, Reminiscing, Book Club, Bingo, Theatre Class, Nature Crafts, Seed Saving, and a daily social hour

Department Events

• Our department partnered with the Pomerleau Family and nine local family serving agencies to provide a modified Pomerleau Holiday Party on Sunday, December 12th at the Burlington Hilton. Every half hour beginning at 10:30 AM and ending at 2:00 PM families visited the Hilton for:

The CORE Adult Center performed on stage with support from VMT and demonstrated cardio drumming for an open community event @ CORE.
- 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.

* One hundred and seventy-five Burlington residents attended this modified event.

- Our department offered a modified Senior Holiday Dinner on Thursday, December 16th. Burlington senior adults picked up their “To Go” meals and gift bags at the Miller Center or had their meal and gift bag delivered to their door by Recreation Division staff. We distributed over 70 meals and gift bags.
- BPRW partnered with the Burlington Electric Department to promote our annual Holiday Lights contest. We had over 130 people vote on the best holiday light displays throughout Burlington. We crowned three champions from South End, Center City and New North End neighborhoods. Winners received holiday goodie bags and lawn signs proclaiming their homes as Burlington Holiday Lights winners. Photos of the winning properties are attached to this report.

**Athletics**

- BPRW Youth Basketball began on December 4th. We are utilizing the Burlington Boys & Girls Club, Champlain School, Hunt School, Flynn & 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 also began in January and run through February.

![Photo of Senior Holiday Dinner]

**Admin Division Update**

- Submitted a prioritized project list for a potential March bond vote.
- Finalized registration software for marina and campground.
- Starting process for approval by BOF/CC of marina fees for 2022.
- Anticipating announcement of VOREC grant recipients in midFebruary.
- Anticipating a challenging FY23 budget prep season.
- Requesting Act 250 waiver for four weekends in a row at Waterfront in June 2022 to accommodate Juneteenth.
- Working with Attorney’s office on updating city ordinance to allow income from the perpetual care fund for the maintenance of buildings and roads as allowed under state statute.

![Photo of RegistrationSoftware]

**Getting in the holiday spirit!**
• Organized three training opportunities from January – March for staff with Porter Knight of Productivity Vermont. Classes include Email Best Practices, Mental Focus in the Workplace, and Organizing Best Practices.

• Cindi attending Northern New England Park and Recreation Conference in January and participating in DPW-organized project management training opportunities.

• Winter hobby continues for going through old park files weekend mornings. The work will make our historical files more accessible and is a fascinating look through old park history.

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