SUMMARY OF OPPORTUNITIES

Monthly Parks Commission update – May, 2021

What are the top issues on your mind?

- FY22 Budget
- Federal and State grant fund opportunities

Department accomplishments and notable staffing developments since the last report?

- Welcome to Michael Donnachie as the newest member of our Tree Team!
- Tess Weafer will join us in June as our Recreation Specialist based at Leddy.
- Leddy softball scoreboard installed! It was a joint effort with BPRW, Burlington School District and the BHS Boosters. The City provided labor and a portion of the cost through Penny for Parks.
- Gene Aube, continues to be the hero for Burlington youth, rescuing another kite while working in Oakledge Park.

COVID-19

Vermont Forward – The State is now on the Vermont Forward Plan with some of our areas still having individualized guidance outside of the Vermont Forward plan. They include:

- Sports/Organized sports
- Childcare
- Event venues

In addition, adult outdoor sports teams and leagues may resume games, meets and competitions, subject to the restrictions noted below. Adult indoor sports teams and leagues may resume games, meets and competitions, subject to the restrictions noted below on Friday, April 23, 2021.

Vermont Forward Plan: https://accd.vermont.gov/covid-19/vermont-forward/business-operations

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

City Nature Celebration: April 22 – May 6

https://www.citynaturecelebrationvt.org/
Green Up Day: May 1  
https://enjoyburlington.com/event/green-up-day/

Calahan Park Master Plan Public Meeting: May 13 7:00 – 9:00 p.m.  
https://enjoyburlington.com/event/calahan-park-master-plan-public-meeting/

Kids Week: May 15 – May 22  
https://enjoyburlington.com/event/kids-week/

Perkins Pier Re-Imagining: Second Public Meeting: May 18 7:00 – 8:30 p.m.  
https://enjoyburlington.com/event/perkins-pier-public-meeting-2/

Recreation Division Update

- Recreation staff are busy planning for summer programs and hiring summer seasonal staff. The Recreation & Nutrition Program has hired Marissa Cobeo as our Summer 2021 Director. Marissa has been working in the program for five years, her last three as a site director. We are happy to have her onboard in the director role this summer.
- The Recreation Division is happy to announce that Tess Weafer has accepted a Regular Full-time position as a Recreation Specialist. Tess is a graduate of UVM and has spent the last five years working for Harvard College, Amherst College and Notre Dame H.S. in Boston. She begins the first week of June and will be organizing and overseeing camps and skating programming at the Leddy Park Arena.
- Our Licensed Child Care specialist, Susan Carter, has received a CRRSA Grant to assist us with financial support our licensed Champ Camps, PAL Camps and Vacation Camps through the end of Calendar Year 2021. The award is over $20,000.
- Recreation Division staff are currently partnering with staff from Fletcher Free Library applying for a State of VT “Summer Matters” grant for an additional $25,000. This grant money would be used to expand our Summer Recreation & Nutrition Program.
- Our department is close to finalizing an agreement with the Burlington School District to utilize Federal Covid-19 school assistance funding to financially support summer transportation, an expansion of the Summer Recreation & Nutrition Program (sites at City Hall Park and CP Smith Elementary School) and supporting staffing and enrichment programs for PAL Camps.
- Champlain Senior Center is now the CORE Adult Center. Staff held an Open House on April 28th and are preparing to reopen the center on May 1st for Congregate Meals and on-site programming. Additionally, all CORE Adult Center Programs will be included in our Civic Rec online offerings beginning in May.
- Jen Cotton, our Athletics Supervisor, is working with conservation staff and community partners to finalize plans for making the temporary 9-hole disc golf course at Schifilliti Park permanent.
- 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. Our Recreation Team has committed to continue assisting with these meal deliveries through the remainder of the school year.
- Events Planner, Emma Allen, is busy planning Kids Week activities. Kids Week replaces Kids Day for the second consecutive year due to Covid-19. This year the “week” consists of with smaller neighborhood
park events planned at Roosevelt Park, City Hall Park & Schmanska Park over two weekends. There will also be a Citywide scavenger hunt for families and online activities on the app GooseChase.

- Our July 3rd Fireworks event is going to happen this summer. Staff are meeting regularly with other City Departments and all of our community partners to strategize ways to make this event welcoming and safe for Burlington residents.

Recreation Facilities Division Update

- Leddy Arena will shut down April 26 for eight weeks, reopening June 21. During this time one maintenance staff member will be reassigned to the Grounds Crew. The remaining two staff will paint most interior spaces, repair rink and board system and nets, complete preventative maintenance projects and take well-earned time off!
- Leddy and Miller both hosted April vacation camps with 20-22 campers per day at each site.
- The Arena staff looks forward to welcoming a new Recreation Specialist to Leddy this spring. In the meantime, Emma Allen has done a superb job managing learn to skate programs and vacation camps. This summer Leddy will offer 18 sessions of summer camps, 17 of which are already full, many with wait lists. If State guidelines for summer camps change, we may be able to open up camps to more participants.
- Pickleball sessions will be suspended in May due to the lack of indoor play. We expect players to return to Miller in the fall and will look to provide summer opportunities if demand exists.
- Demand for gym time remains very strong – in May the Miller gym is scheduled every night until at least 8pm, Saturdays 8:15am-8:15pm and Sundays 8:45am-8:15pm. Sara Holbrook Teen Center and Burlington School District continue to offer daytime programming, in addition to some daytime private gym rentals.
- Outdoor free adult fitness programming at the Miller FitLot will start May 10, courtesy of a grant from AARP.
- The CORE hosted Second Gentleman, Douglas Emhoff on April 21. Mr Emhoff was in Burlington on part of his tour to discuss targeted vaccination outreach efforts to underserved populations. In the CORE gym, Mr Emhoff enjoyed a performance by local musician, Irene Kerubo Webster, a Kenyan immigrant who lives in Burlington and wrote a song encouraging locals to get vaccinated. Big thanks to Migmar Tsering, our CORE Site Coordinator, who coordinated the relocation of Very Merry Theatre that day and ensured that CORE was sparkling clean and ready for Mr Emhoff’s arrival.
- BPRW staff is working with Champlain Housing Trust and the City Attorney to draft a management agreement under which BPRW will manage the first floor event space at the ONE Center.

Park Division Update

Park Administration

- Seasonal Parks Job Descriptions were posted
- Transition Planning for Park/Central Facilities
- Completed 2 bench donations Waterfront Park
- Preparing park information for asset management integration including workflow diagrams and GIS updates
- Help relocate Ice Cream Bob to Waterfront Park

Conservation Program

- Developed draft management plan for 311
Supporting the emergent Grow Wild Initiative, which aims to increase native plant populations on public and private lands. The neighborhood partnerships to reclaim previously mowed or unkempt areas.

- 800 native trees and shrubs being planted this spring across 9 sites. See [https://enjoyburlington.com/manhattan-drive-project/](https://enjoyburlington.com/manhattan-drive-project/)

Initiated updates with vendor(s) and Conservation Board for Open Space Plan. This work is in partnership with the Conservation Board and Burlington Wildways and seeks broad community and stakeholder involvement in identifying Burlington based nature based solutions to climate change.

- Working on collective management of invasive species plan with regional stakeholders. Pilot area – 600 acres in Burlington’s interval.

**Central Facilities Program**

- Clean up and organization started in basement areas of City Hall and Library
- Planning of outdoor space maintenance and outdoor summer seating for CHP
- Helping to move Burlington election materials into new space built in City Hall
- Working to fill Central Facilities Specialist position
- HVAC technician continuing to regulate high quality PMs for City buildings
- Moving forward with elevator modernization at Library and Parks Bay Renovation at 645 Pine
- Final push being made to install new HVAC components for City Hall renovation
- ADA door buttons installed at 200 Church
- The Boilers at Memorial have been shut down for the season.
- City Hall and Fletcher Free Library Air conditioning systems have been charged and ready for use.

**Park Facilities Program**

- North Beach Campground and Beach house water systems are on.
- Callahan Park Concession and irrigation has been turned on.
- Leddy Park Concession and irrigation has been turned on.
- Schifilliti Park Concession and irrigation has been turned on.
- Perkins Pier restrooms have been turned on.
- A, B, C, and D dock systems have been installed water and power still need to be connected.
- Rock Point and WVPD Community Gardens water has been turned on.

**Trees and Greenways Program**

- Completed large tree removals in Oakledge Park in preparation for bike path and playground upgrades.
- Transplanted three large maples from Perkin’s Pier to Skate Park Lot for Bike Path realignment.
- Began spring landscape cleanup of Waterfront Park and City Hall Park.
- Completed outstanding tree work orders.
- Completed delivery of wood chips to all community garden sites.
- Planted 230+ trees primarily in Wards 2 and 3
- Welcomed Michael Donnachie as a new full-time member of our tree team.
- Press event at Riverside Ave with the Mayor’s office celebrating the Arbor Day Grant

**Grounds Maintenance Program**

- Seed and Spring fertilizer agronomic planner started in April
- We have begun been supporting an influx of 34 reservations for fields and courts per week for the last 2 weeks
All fields have been opened for youth athletics
Courts have been cleaned and nets put up for play
First seasonal employee in Parks Division was hired (hooray!) Jay back on board for full time trash duties
We will be welcoming a new seasonal on May 1st to the mow crew
2 MOU’s signed with 2 more in negotiations
Gearing up to support 21 volunteer crews throughout the parks and green spaces across the city with an estimated 362 volunteers for GUP Day
Equipment maintained and ready for the summer grind
We have received 2 new full size kwik goals to add to support soccer programming Starr Farm
We completed the install of 225 playground Mats for all playground swings
Completed the dispersal and spread of 200 yards off wood chips
Completed 24 high frequency playground inspections
Completed 11 low frequency playground inspections
More of a breakdown below:

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<thead>
<tr>
<th>Activity</th>
<th>% time</th>
<th>Total Hours</th>
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<tbody>
<tr>
<td>Trash Removal</td>
<td>24.44%</td>
<td>122.25</td>
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<tr>
<td>Mowing Operations</td>
<td>3.50%</td>
<td>17.5</td>
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<tr>
<td>Athletic Field Maintenance</td>
<td>21.99%</td>
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<tr>
<td>Driftwood Removal</td>
<td>5.60%</td>
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<tr>
<td>Transport of Materials/Equip</td>
<td>4.20%</td>
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<tr>
<td>Park Assets Maintenance</td>
<td>1.30%</td>
<td>6.5</td>
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<tr>
<td>Brush/Tree Maintenance</td>
<td>6.00%</td>
<td>30</td>
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<tr>
<td>Equipment Repair/Maint.</td>
<td>3.20%</td>
<td>16</td>
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<tr>
<td>Playground Maintenance</td>
<td>13.79%</td>
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<tr>
<td>Road/Lot Maintenance</td>
<td>5.00%</td>
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<tr>
<td>Building Maintenance</td>
<td>3.60%</td>
<td>18</td>
</tr>
<tr>
<td>Leaf Removal</td>
<td>1.00%</td>
<td>5</td>
</tr>
<tr>
<td>Inspections</td>
<td>3.20%</td>
<td>16</td>
</tr>
<tr>
<td>Total hours (including activities below 1%) =</td>
<td><strong>100.00%</strong></td>
<td><strong>500.25</strong></td>
</tr>
</tbody>
</table>

**Planning Division Update**

- **Upcoming Outreach:**
  - Presentation to NPAs: completed throughout the month of April
  - Calahan Master Plan Public Outreach #1: May 13th, 2021 @7pm
  - Perkins Pier Siting Study Public Workshop #2: May 18th, 2021 @7pm
- **Projects Progressing**
  - 311 North Avenue trail coordination: on hold until 311 management plan outreach is completed
  - Arms Forest Trail Improvements: implementation of a section of trail kicked off this month
- Bike Path Realignment: Maple to College Street – including improvements to the College Street Intersection
- Bike Path Realignment: Lavalle Lane shift coordination with VTrans
- Bike Path Design for the rest of Oakledge: bids posted for construction of section from Blanchard Beach (just north of culvert) to Austin Drive
- Calahan Park Master Plan: public survey circulating – please distribute widely!
- Leddy Park Stair Replacement: in fabrication phase
- North Beach Pump Out and Turnaround: construction started
- North Beach Pull-Through Design: design options being reviewed by staff
- Oakledge for all: permitting and coordinating construction documentation with bike path project
- Perkins Pier Siting Study: design has started and alternatives will be shared at the public meeting

- Projects starting soon
  - Leddy Park Pause Place
  - Schmanska Walkways
  - Schifilliti Park Softball conversion

- Projects supporting other divisions/ departments: (abbreviated)
  - 311 Stone House
  - Chief Greylock
  - Perkins Pier Moorings
  - Playground Equipment and Compliance
  - Roosevelt Donor Project

**Waterfront Division Update**

- The Waterfront staff is shifting to Spring operations and will focus on the following projects over the remainder of winter and heading into Spring:
  - In partnership with the Planning Division, continue to improve North Beach Campground, according to the Master Plan. The team has reviewed plans for future pull-through sites, in the location where the barn previously was located. These would satisfy the needs of current RV’s – large sites with easy drive-in access, electricity and sewer tie-ins.
  - The Event Manager remains in connection with Event leaders throughout the State, and provides current updates to the Governor’s Office about this upcoming 2021 event season. Two July events pulled out this summer but look forward to a return in 2022.
  - 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. We received one proposal, which met all required criteria. BPRW has drafted a contract with Lake Champlain Chamber and Vermont Rail Systems to co-manage the Information Center building. This contract will go in front of the BOF/CC in May.
  - The Skatepark Vendor RFP was awarded to Maven in April.
  - The North Beach boardwalk improvement work by Youth Build has started, with expected completion in Spring 2021.
  - Waterfront staff focus has shifted gears to preparing for the 2021 season. Some updates:
    - North Beach Campground reservations are open and live! We had a robust response on our opening day and many weekends are already sold out. The campground opens May 1st.
    - Waterfront seasonal positions are listed on our HR website and we are already accepting applications. Waterfront staff will spend the next 1-2 month reviewing applications, setting interviews and building our summer teams.
Admin Division Update

- **Budgets**
  - We presented our 2nd draft of the General Fund budget and anticipate feedback within a week or two. The weeks of May 10th and 17th, departments will present budgets to the Board of Finance.

- **Stone Cottage** – The architect is currently working on the estimate for the project and will meet with us mid-May to review. It has been an incredibly positive experience working with our architect, Jay White.

- **May anniversaries**
  - Chris Beaudry (33 years), Bruce Campbell (4 years), Ritchie Snow (36 years), Diana Wood (6 years) – almost 80 years of department history in May!

- **Cost Recovery**
  - The Cost Recovery project is in the final stages with the consultant. We are setting cost recovery goals for each category. We’ll come back to a future Commission meeting to review the goals and show how the background software works in helping us understand what areas receive the most taxpayer support and any changes we will look to make in our pricing.

- **Waterfront Park Concession**
  - We awarded the one-season Waterfront Park concession to Sense of Fun, LLC otherwise known as Ice Cream Bob’s shack. The Board of Finance approved the lease with the understanding it is only for one season and that it will not be a permanent new addition to Waterfront Park.

- **Cain Overlook**
  - We met with a potential architect at the Cain Overlook to work through a scope of work with the final outcome a potential redesign of the space including necessary repointing of the masonry.

- Our April full staff meeting includes a guest speaker, Barbara Heller, who will review the Master Plan values and talk about the culture of agencies. Barbara was the lead consultant for the Master Plan in 2013-2015.