

Staff: Holli Bushnell, Office Assistant  
Lakeview Cemetery  
hbushnell@burlingtonvt.gov

## Minutes

### Parks, Arts & Culture Committee Meeting

Wednesday, March 4, 2020, 5:30 pm

645 Pine St, Front Conference Room

#### Attendance:

Committee Members: Chair Joan Shannon, Councilor Ali Dieng,

Doreen Kraft – BCA, Sara Katz – BCA, Mary Danko – FFL, Cindi Wight – BPRW. Jon Adams-Kollitz,  
Grace Ciffo – CEDO, Holli Bushnell – BPRW/Clerk's Office

Absent – Councilor Karen Paul

Meeting called to order at 5:42pm by Councilor Shannon

#### Approval of agenda

A request to move the update on the Foundation MOU to the beginning of the meeting was made by Doreen Kraft. Additionally, the BPRW presentation order was adjusted.

Councilor Dieng moved to approve the amended agenda. Shannon seconded, all were in favor.

#### Approval of Draft Minutes from January 23, 2019

Kraft asked Holli Bushnell to correct the size (33,000 sqft instead of 50,000 sqft) and scope (half of the building, not all of it) of the renovation of 405 Pine St project outlined in the previous minutes. Bushnell will do so. Dieng moved to approve the corrected minutes, Shannon seconded, all were in favor.

#### Public Forum

Public forum was opened at 5:44pm. As no members of the public were present the public forum was closed at 5:44pm.

#### Agenda Items

##### 1. BCA

##### a. Foundation MOU

Non-Discrimination The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145

Kraft provided the committee with a description of the Burlington City Arts Foundation (BCAF) memorandum of understanding (MOU). This document is intended to clarify the roles and responsibilities of both BCA and BCAF as well as the differences between the two entities. It details how reporting takes place, what resources are allocated to BCAF from the city (and vice versa), and what the role of this separate organization is. While BCAF has existed since 1998, this is the first official step towards understanding the relationship between the organization and the city. The MOU was worked on between BCA, BCAF, and the city attorney's office.

Dieng asked how many people are on the board and how those board members are appointed. Kraft responded that the exact number changes. The capacity is 19 members including a spot for the director of BCA. Currently there are 15 members. As an Independent 501C3 organization, board members are self-appointed. Members are limited to 3 consecutive 3 year terms. Dieng also asked if the scope of BCAF's mission is focused just in Burlington or in the regional cultural community as well. Kraft confirmed that, while BCA is the largest part of BCAF, there are other organizations and groups supported by BCAF, and some of those entities are regional as opposed to Burlington based.

Dieng asked Kraft to outline the contractual relationship between BCA and BCAF, specifically in regards to the purchase and use of 405 Pine St. Kraft explained that the building was initially leased from a private owner in 2015/2016 following the closure of Memorial Auditorium. This lease was reviewed both by the city attorney's office and by outside council, and the city council approved the lease (3 3-year terms with an addition 1 year required by the mayor's office). BCAF assumed this lease when they purchased the building. Dieng asked Kraft to clarify the ownership of 405 Pine St. The building is owned by BCAF under the auspices of 405 Investment Corp (an entity created to purchase the building with a low rate long term loan. Consequently, 405 Investment Corp must exist for 7 years as one of the terms of this loan). The building is not owned by BCA or the city. Sara Katz added that the purchase by BCAF was made to preserve art space in Burlington. As a tenant of the building BCA can continue their art programs. Kraft continued by explaining that after 7 years a decision will be made as to whether or not the building should become a city building. While 2019 was not a good year for the city to purchase a new building, it may be possible to purchase it down the line. BCAF establishing 405 Investment Corp allowed BCA to maintain programs and services that otherwise would have been lost.

Shannon confirmed that the conversation concerning the purchase of 405 Pine St will continue.

## 2. FFL

### a. Proposed Ordinance Change

Mary Danko reminded the committee of the steps taken concerning the proposed ordinance change. The city council has had an opportunity for a first read through, and the ordinance committee requested some changes. The Library added a paragraph concerning restorative justice. The goal of this new paragraph provides the library the capacity take on individuals who are trespassing while allowing those individuals the opportunity to appeal decision to the library commission. FFL has also incorporated changes/comments from the ACLU.

## 3. BPRW

### a. City Hall Park

Jon Adams-Kollitz took the committee through the work that was done on City Hall Park in 2019 and provided a rough outline of the work that still needs to be completed. The project is co-managed by DPW and CEDO and work has been shut down for the winter. When the extended construction season ended in December of 2019 the project was both on budget and ahead of schedule (highest risk elements of the project have also been completed at this point). Thanks to this, the team has able to reintroduce value engineered items. The team has had monthly meetings since the winter closure and is prepared to begin work again in April.

### b. Bike Path

Adams-Kollitz provided the committee with BPRW's plan for spring/summer work on the bike path. In April, they plan to work on the Perkin's Pier walkways. Following completion at Perkin's, phase 3a work will happen between 5/15 and 7/15 at Roundhouse Park and hopefully behind the Hula complex (phase 3 was stopped abruptly on 11/1 due to Halloween storm flooding at the Barge Canal). Work on the Barge Canal section will not begin until late summer when lake levels are back to normal and at their lowest.

Shannon asked about the graph BPRW has provided concerning the lake levels. Adams-Kollitz confirmed that that graphic is available and is being updated continually on the website. Adams-Kollitz continued by explaining that BPRW is finishing the design for Phase 3b. BPRW will bid out work on this section (Flynn Ave to Englesby Brook) known as Oakledge North in the near future. Next year they hope to complete the southern edge of Oakledge to Austin Dr section. Bidding will begin in May, and a schedule will follow shortly thereafter. Areas of Oakledge will close during construction.

Danko asked about signage during the various upcoming detours. Wight responded that BPRW will be providing standard signage, but “cool” signage in NNE during work in that area was provided by Local Motion. They may provide signage again. Adams-Kollitz added that the concept of a “Pine St Passport” is still an ongoing project with several south end businesses and organizations that hopes to provide incentives during the detour.

Shannon asked if a quick, temporary bike path could be added to the west side of Pine St. Unfortunately, Adams-Kollitz was unable to provide an answer on this as it would be a DPW project. He did, however, explain that the area is complicated and parking is at a premium. They are working with local businesses to facilitate conversations and come up with solutions.

Dieng commented that businesses in the NNE have asked that the detour be left open and signage remain in place as it has aided their businesses. Adams-Kollitz returned that BPRW is looking into signage that directs people to local commercial facilities in hopes of keeping that area active. Dieng also asked if e-bikes and scooters have been an issue. Adams-Kollitz reported that there have been limited issues and that e-bike and scooter users have been extremely responsible. Finally, Dieng asked about future signage for the bike path. Wight reports that the latest signage is in both English and French and uses universal iconography as much as possible.

**c. Universally Accessible Playground**

Adams-Kollitz provided a history of the project, spanning from its beginnings, moving through the RFP and public meeting process, to the completion of phase 1 in October of 2018. The design is an escalating earth form with a maximum height of 8', hard surfaces, and a 5% or less grade making it accessible to all who wish to use it. BPRW is halfway towards its funding goal of \$400,000 which will enable them to complete the first half of the project. Aspects still to come include the Giant Slide, Hill Rope Climb, Upper Loop, Bouncy Surface, Puzzle Play/Stadium Steps area, Stage/Performance Area, Group Spinner, Emperor Chimes, and Sensory Bench Area. While this area is not part of the bike path, the bike path is adjacent to it. Funds are coming together and the project is taking off.

Dieng asked what materials are being used. Adams-Kollitz reports that most equipment is powder coated steel. There is limited plastic, environmentally friendly black locust lumber, concrete, and pour-in-place impact surface which is made from recycled tires (and is also permeable). Dieng asked about benches, and Adams-Kollitz explained that benches will be steel, black locust, or area boulders, but are not currently part of the budget as funds can be allocated for

those as part of the standard BPRW budget. There is also a large hill leading from the bike path up to the top of the rise which is a wonderful grass expanse for sitting and relaxing.

**d. Summer Recreation Programing and Scholarships**

This item was tabled for a future meeting out of respect for the time available.

**4. Adjournment**

The meeting adjourned at 6:57pm. The next meeting time and location is TBD.

DRAFT