



Section 1. Executive Summary

This proposal seeks to implement short-term land management practices in the Urban Reserve while supporting public access to the Waterfront and igniting site activation. Project components include:

- **Trail Design** Upgrade existing roughly 2500' of informal shoreline footpaths as resilient soft-scape paths.
- **Vistas & public access** Incorporate accessible vistas along the trail and proximate to the shoreline; develop visual connections between vistas through the site; create boardwalk areas that materially designate vistas.
- **Shoreline resiliency** Stabilize, shore and repair the existing sheet pile wall; infill landside gap along the sheet pile with clean fill.
- **Phytoremediation & the "Green Machine"** Use the strategic planting of trees (hybrid poplars, willows, mulberry) and wildflower beds to mitigate subsurface contaminants and soils; support existing wetlands and incorporate additional vegetation and bioswales to support the "Green Machine" (waterfront stormwater infrastructure) and improve aesthetics.
- **Sculpture Installation** Re-purpose and relocate the existing "Equinox" sculpture (currently in storage through the Waterfront Access North project); transform granite blocks into functional art pieces including ramps, benches, and place markers; engage some of the original artists in a public demonstration as a Gen. 2 artisan project.
- **Interpretive Signage** Include interpretive/educational descriptive signage specific to phytoremediation concepts, sculpture repurposing, etc.
- **Continue Support of Existing Recreational Functions** Existing active recreation functions of the Urban Reserve will be maintained, including the dog park & deep water access (this is an existing area that has the unique properties of deep water boating access - up to 30' - paired with landside staging access that is used by both commercial and recreational large vessels).
- **Bike Parking** Integrate opportunities for bike parking.
- **Burlington Bike Path** Create a trail hub between the revitalized recreation trail and bike path; integrate Bike Path rehabilitation plans; widen the bike path to current standards (11' wide paved path with 2' wide soft shoulders on either side). **Note that the costs and project schedule for the improvement of the bike path are contained separately within the Bike Path Rehabilitation Project (see Appendix A).**

The TIF request is \$500,000 and it best uses the City's limited Tax Increment by activating adjacent waterfront investments, while improving the accessibility, safety and environment of the Urban Reserve. Economic viability of other surrounding projects requires that routes to and through this parcel be completed. This project will complement and enhance current and proposed waterfront development by activating pivotal activity and infrastructural connections between northern, central, and southern waterfront amenities.



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Our proposal team is comprised of experts whose combined strengths & vision will enable superior project execution and completion:

- City of Burlington Department of Parks and Recreation Parks, recreation and planning professionals with expertise in day-to-day park operations, marina management, event management, recreational programming, and short and long-term project planning.
- Sasaki Associates International environmental design professionals with expertise in urban design, landscape & stormwater remediation, architecture, and place-making.
- Timber & Stone Trail design and construction professionals with expert vision and strategy in trail development know for incorporating community and volunteerism into the effort.
- Kyle Clark International phytoremediation expert
- Engineers Construction, Inc. (ECI) Engineering professionals with expertise in structural engineering design & construction.
- VHB (Vanesse Hangen Brustlin, Inc.) Engineering professionals with expertise in engineering (including environmental and geotechnical), bike and recreational path design, landscape design, and place-making.

Additional city partners will include Department of Public Works (DPW), Community Economic Development Office (CEDO), Burlington Electric Department (BED), Planning & Zoning (P&Z), Burlington City Arts (BCA), and the Burlington Conservation Board. Additional local partners will include the Chittenden County Regional Planning Commission (CCRPC), and the Vermont Housing and Conservation Board (VHCB).

Section 2. Approach to the Project

A. Project Need

This proposal supports an *already existing* recreational amenity not currently supported by an active maintenance or management program, while building upon the Waterfront Access North project (managed by DPW) and the Burlington Bike Path Rehabilitation (managed by DPR), both currently underway.

There is a very real need to address public safety through these site improvements, in addition to mitigating real and perceived social issues. Currently, the site has a sense of “no eyes on the site”, a feeling of desolation, a high number of reported incidents and crimes.

These interim management practices were born from the 1997 Urban Reserve Interim Use & Stewardship Plan. The Urban Reserve Planning and Site Management Resolution, approved by the City Council on March 18, 2013, further supports the implementation of the strategies outlined in this proposal (**Appendix B**).



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A statistically valid survey recently conducted through the Parks Master Planning effort stated that 88% of those surveys indicated a need for walking and biking trails as proposed amenities (**see Appendix C**).

As mentioned in the concept statement, this proposal advances specific strategies as proposed by Plan BTV, the Harbor Plan and the Waterfront Revitalization Plan. Major themes include:

- Maintaining and enhancing public access to the water (WRP, HP, BTV)
- Improving marine services (WRP, HP, BTV)
- Physical enhancements that support connecting corridors (WRP, HP, BTV)
- Supporting places for all to enjoy, water use expansion through expanded dockage and complementary marine services, keep it clean boaters minimizing impacts on water quality from contaminants flowing from the land into the water, achieving Vermont Clean Marina status (BTV)
- Supporting Burlington place-based themes: vibrant economy, active & healthy living, environmental & cultural stewardship, sense of place, creativity & innovation (BTV)
- Addressing changing climate (BTV)
- Supporting the Green Machine through green streets, green bike path, rain gardens, bioswales, infiltration parks, (BTV)

In addition, this proposal builds upon and complements the Waterfront Access North project (managed by DPW) and the Burlington Bike Path Rehabilitation (managed by DPR), both currently underway. Again, note that Burlington Bike Path Rehabilitation is an entirely separate project that was approved by the voters in 2012. The conceptual redesign & engineering of the entire path began in June of 2013 and construction within the Waterfront TIF district is slated for the fall of 2014.

B. Project Details

This project will support infrastructural and property management renovation, formalizing a currently informal component of the grounds. The project's design themes integrate improved public access and circulation to and through the site, supporting the evolution of the site into a more secure recreational connection for residents and visitors. This concept will support best land management practices while improving and securing universal public access to the water front. This proposal will also enhance future use: it will reclaim & repurpose existing amenities to enable real conversation about future use during the next phase of UR planning (**see Appendix D**).

Key concepts include:

- Improved connectivity
- Site activation through recreation opportunities
- Universal design: proactive ADA/universal access for all



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- Enhanced public access to the water
- Creation of sight lines & vistas for improved security and clarity
- Conservation & environmental remediation

The project design built upon:

- Improved physical sight lines
- Formalization of the shoreline trail
- Creation of lookouts and vistas
- Incorporation of phytoremediation planting to mitigate contaminants while beautifying the site

This project complements multiple, other existing, ongoing, and proposed projects for the Waterfront.

While this project as a stand-alone has the potential to have an extremely beneficial impact on the community, this proposal, in conjunction with other Parks PIAP proposals (the Marina Services Improvement & Expansion and the Waterfront Park Upgrades) has the capacity to infuse new life into the significant resource that is the Urban Reserve. These three proposals inherently and strategically work together to tie larger-scale civic and infrastructural systems together, improving connectivity, storm water flow & vegetation, sense of place, city identity, and user experience.

These three Parks proposals are physically situated next to each other, from south to north: Marina Services Improvement & Expansion, Waterfront Park Upgrades, and Urban Reserve Interim Management Improvements (**see Appendix E**). Intentional, unified design gestures, such as introducing the materiality of a boardwalk condition, holistic storm water strategies and the introduction of public water access opportunities, are cohesive and deliberate. When considered in combination, these three proposals seek to comprehensively build upon and improve the historic legacy that is the identity of the Burlington Waterfront.

Improvements to the Urban Reserve will also directly impact the functionality, connectivity and experience of the Waterfront Access North project (skatepark, stormwater, parking and landscape improvements). WAN is currently underway with construction slated for spring of 2014. Project upgrades to pedestrian and bicycle circulation, interpretive signage, vegetation, and re-purposed art installation will vastly improve the connection and sense of security between these two facilities.

The interim management of the Urban Reserve will enhance public safety and sense of security by increasing public visitation and access through the waterfront. Additionally, increases in active and passive recreational opportunities will build a greater sense of community around a currently unmanaged and unsecure area. This activity will in turn enhance surrounding waterfront economic development.



C. Catalytic Effect on Economic Development

While this project will not directly lead to growth of the grand list, new taxes of new direct or indirect economic activity, it will support adjacent functions that do. If left unmanaged, current activities on the site will deter from any proposed future development in the area. Since the Urban Reserve is the predominant connection point from the north to the waterfront, inaction will maintain the real physical, environmental and social barriers that exist today.

Shoreline stabilization and the preservation of valuable deep water access - the ideal deep water access point to access Burlington - enables economic activities to continue functioning within Burlington's Harbor.

Security and use patterns in the Urban Reserve matter when considering future development of the Moran and Waterfront Access North sites. The Urban Reserve has a real impact on the long-term stability of these projects. Studies and real-life models have repeatedly highlighted the direct connection between large managed green space, property values, and security.

Simply bringing people through the site in a safe way will contribute to changing and advancing future conversations about how to best utilize the space as a combination of potential development, recreation and conservation. Without people being experiencing the space in new ways, the conversation about future uses will be vague and slow.

D. TIF Eligibility and Regulatory Compliance Analysis

TIF is an appropriate funding tool for this project because this project sets the stage for future development in the Urban Reserve, a planning effort for which the Mayor and the City Council have already committed to. Studies have shown that public improvements in parks facilities improve the economic vitality of neighboring property.

It is our opinion that the proposals will satisfy regulatory requirements as set forth by Act 250, Lakes & Ponds, Fish & Wildlife, and Army Corps.

VHCB holds a conservation easement on this parcel. The proposed improvements satisfy this easement as well as the public trust doctrine.

E. Accessibility

A key concept of this proposal is to improve access for all users, more specifically by utilizing the principles of universal design - a design concept that recognizes, respects, values and attempts to accommodate the broadest possible spectrum of human ability in the design of all products, environments and information systems¹. Principles include:

- Equitable Use The design is useful and marketable to people with diverse abilities.



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- Flexibility in Use The design accommodates a wide range of individual preferences and abilities.
- Simple and Intuitive Use The design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.
- Perceptible Information The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's abilities
- Tolerance for Error The design minimizes hazards and the adverse consequences of accidental or unintended actions.
- Low Physical Effort The design can be used efficiently and comfortably and with a minimum of fatigue.
- Size and Space for Approach and Use Appropriate size and space is provided for approach, reach, manipulation, and use regardless of user's body size, posture, or mobility.

No member of the public will be excluded from being a potential user and beneficiary of the project. Universal design fully encompasses ADA accessible design and beyond.

F. Environment

This project is built from environmental strategies that include shoreline resiliency, erosion control, utilization of clean fill & compost, storm water management, and phytoremediation (the use of plants and trees to remove or neutralize contaminants in polluted soil) through specific actions:

- Shoreline Resiliency Stabilization and reinforcement of the existing sheet pile wall; eliminate existing landside gap adjacent to sheet pile through the introduction of clean fill.
- Stormwater Management Advancement of the “Green Machine” as developed through Plan BTV: Downtown & Waterfront by incorporating vegetation that supports stormwater and enhances sight lines.
- Mitigation of Contaminants Phytoremediation planting supported by clean compost placed on top of existing capped soils in to minimize disturbance of contaminated soils; plantings support remediation of existing, contaminated soils.

G. Public Art

Thoughtful landscape and environment design are essential components of the public art realm; serving more than backdrops for artistic expression – they in themselves are a prime example of artistic expression. This project provides opportunities for both “soft” public art integration (through strategic, sculptural phytoremediation plantings) and “hard” public art integration (though the creations of vistas and pause places, material selection, and interpretation).



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1% of this project budget has been dedicated to the incorporation of public art within the proposal.

As referenced above, this project includes the repurposing of the “Equinox” sculpture which currently sits to the north of the Moran Plant. This sculpture will be disassembled and moved off site to a temporary location at the southern end of the Urban Reserve within the context of the Waterfront Access North project (**see Appendix F**). Through this PIAP proposal, the sculpture will be re-purposed through Gen. 2 public demonstration project that may involve some of the original artists involved in the creation of the “Equinox” piece. Parks will work with BCA to develop the event that will focus on the concept of transforming the granite into new supporting pieces (ramps, benches and place markers) within this project proposal, integrating art into the function of the path, phytoremediation objectives, and in support of place-making.

Public art is also an essential component of the Bike Path Rehabilitation project and opportunities for the integration of public art along the 8-mile path will be specifically incorporated into the rehab project through the design process that is currently underway.

H. Housing

While this project does not incorporate housing, it seeks to improve the neighborhood quality of life for existing residents. The improvement of the Urban Reserve should increase the value of adjacent property values including Lake View Terrace and Lake Street.

The Urban Reserve can also be considered the front yard of the Old North End, a low-income neighborhood that is the most dense and most diverse in the state (U.S. Census).

I. Walk-ability and Bike-ability

As mentioned, the rehabilitation of the Burlington Bike Path is a complementary project that is also underway, currently in the design and engineering phase with construction anticipated for fall of 2014.

As part of this rehab project, the existing bike path on the north end of the Urban Reserve will be redesigned to connect with the recreational waterfront trail to create smooth hub and pause place for trail/path users. On the south end of the property, the trail will seamlessly meet with the bike path improvements included in the Waterfront Access North project for continuous flow along the bike path.

Where possible throughout the Urban Reserve, the bike path will be widened to the current standards (11’ wide paved path with 2’ wide soft shoulders on either side) per the Burlington Bike Path Rehabilitation project. The combination of the improved bike path network and the improved waterfront recreational trail will sustain a dynamic, secure bike and pedestrian environment.



Section 3. Communication and Collaboration

A. Approach to Working Effectively with Regulatory Agencies

Our approach to working thoughtfully and effectively with regulatory agencies is outlined below:

- Zoning/Permitting Current zoning and permitting rules allow for this project; this proposal builds upon already zoned uses in the area.
- Storm Water DPR works hand in hand with the Storm Water Administrator and we are intentionally incorporating low impact design (LID) strategies.
- Water/Waste Water Project has preliminarily been reviewed by Waste Water Engineer.
- U.S. Army Corps of Engineers Utilizing existing relationships, DPR is poised to attain necessary permits for accessibility on the water and shoreline stabilization.
- Lakes & Ponds Utilizing existing relationships, DPR is poised to attain necessary permits for accessibility on the water and shoreline stabilization.
- Archeology Project is not expected to trigger permitting through this agency.
- Hazardous Sites Utilizing existing relationships, DPR is poised to attain necessary permits and sampling for soil work.
- Vermont Department of Environmental Conservation Through consulting assistance, all soils management will be reviewed and approved by Vermont DEC; the City has extensive soils data on the existing condition of the Urban Reserve and have already engaged DEC in this work.

B. Community Stakeholders and City Committees

DPR has been proactively engaging all of these groups and the citizenry at large through individual conversations, regular meetings, and through the comprehensive Parks Master Planning effort. We have been utilizing traditional public forums, a statistically valid survey, social media and peer-to-peer outreach to develop public input and promote community dialogue. The following groups have had - and will continue to have - a role in the project's development and future management.

Community Stakeholders & City Committees:

- Parks & Recreation/Harbor Commission
- Parks, Art, & Culture City Council Committee (PACC)
- Waterfront Event Advisory Committee
- Conservation Board
- Waterfront Action Group (WAG) - Burlington Business Association's advisory group
- Planning Commission
- City NPAs - Neighborhood Planning Assemblies

Section 4. Experience



A. Expanded Project Team

i. *Description of Organizational Structure and Staffing*

The Department of Parks & Recreation is thoroughly committed to enhancing our community's recreational, economic and social opportunities through this project. This process provides a historic opportunity for our community to reshape our interaction with the waterfront and Lake Champlain. As a Department, we are honored to be integral partners in this process.

See Appendix G for the organizational structure and staffing chart.

ii. *Team Bios*

- **Jesse Bridges, Director and Harbor Master, Department of Parks & Recreation**
Jesse was first appointed by Mayor Miro Weinberger in October of 2012. As the Director of Parks and Recreation, Bridges oversees all of Burlington's 37 parks, 550+ acres of open space, 3 public beaches, street trees & greenways, community gardens, 3 cemeteries, the Miller Recreation Center, Leddy Ice Arena, Memorial Auditorium, and all recreation programs. He also serves as the City's Harbormaster overseeing the public marina and harbor activities. Prior to joining the City, Jesse served as the Associate Director of Major Gifts - Athletics and Director of the Victory Club at the University of Vermont Foundation. He served a dual role in the athletic department as an Assistant Director of Athletics overseeing the Victory Club (athletic department annual fund) and ticket operations while also focusing on budget preparation, revenue forecasting and technology. Bridges received his B.A. in History in 2002 and a Masters in Public Administration in 2008, both from the University of Vermont. As a volunteer Jesse has passions in politics and education serving on numerous campaigns throughout his time in VT. A graduate of the Lake Champlain Regional Chamber of Commerce Leadership Champlain program class of 2011, Bridges joined the Board of Directors in 2012 and serves as the Vice Chair.
- **Jen Francis, LEED BD + C, Parks Planner, Department of Parks & Recreation**
Jen is an architectural/urban designer, artist, and, since 2011, the Parks Planner for the City of Burlington. In this role, she manages the City's Penny for Parks Program, parks capital improvement projects and parks planning efforts. After graduating from UW-Milwaukee with a degree in architecture in 1997, Jen was a builder on the Denis Sullivan, a great lakes schooner. Architectural design work took her to Switzerland, followed by graduate studies in St. Louis, Argentina and New York City where she earned Masters of Architecture and Urban Design degrees from Washington University in St. Louis in 2006. As an architect & urban designer in St. Louis, she was part of a small team that designed and constructed the *Audubon*



Center at Riverlands: a visitor's center/bird sanctuary at the confluence of the Missouri and Mississippi river flyway. She has successfully completed master plans for several communities in the St. Louis region. Jen's research has focused on sustainability and the impacts of arts/culture on community through environmental design; she has worked with multiple organizations with the specific focus of enhancing community identity. In 2009, she co-edited the international urban design compendium: *Making the Metropolitan Landscape* published by Routledge.

- **Deryk Roach, Parks Superintendent, Department of Parks & Recreation**
Deryk is the Superintendent of Park Maintenance and Operations for the Burlington Department of Parks and Recreation. His primary function is to oversee several programs within the Parks Division including facility support, grounds maintenance, trees and greenways, and horticultural maintenance operations in 37 public parks, 26 miles of paths and trails, and the City's conserved open spaces and urban wilds. Previous to his employment with the City of Burlington in 2011, Deryk was the Assistant Director of Open Space and Park Maintenance with the City of Springfield, Massachusetts. He received his A.S. degree in Arboriculture and Park Management from the Stockbridge School of Agriculture and later a B.S. degree in Urban Forestry from the University of Massachusetts. Deryk has brought forth experience from working in the commercial tree care and golf course industries, as well as practical education via the Student Career Experience Program (SCEP) for the U.S. Forest Service and the U.S. Army Corps of Engineers. Specializing in maintaining various levels of property for both passive and active recreation, Deryk finds passion in complementing natural processes and conserving nature for generations to come.
- **Warren Spinner, City Arborist, Department of Parks & Recreation**
Warren is the City Arborist and has held this position since 1980. His responsibilities include managing the Urban Forestry Master Plan which includes directing the planning, planting, establishing and protection of 12,000+ public street trees and all trees, shrubs, flowers within the park system, city cemeteries, and vegetation management along bicycle paths and greenways, under the City's jurisdiction. He assists in the design review process for park and city development projects, coordinates urban forestry project with other city and state departments, and participates and assists local beatification/tree advocacy organizations and non-profits with various events and programs. He also has experience providing private consulting in tree and shrub health care management and protection plans, tree insect and disease diagnosis, inventories, vegetation appraisals & litigation and educational workshops. Warren holds an AS degree in Arboriculture and Park Management from the University of Massachusetts – Stockbridge School of Agriculture. He is an International Society of Arboriculture Certified Arborist, Massachusetts Certified Arborist, and a Vermont Certified Pesticide Applicator. He



actively participates in several local, state and national Arboricultural and Urban Forestry organizations.

- **Dan Cahill, Land Steward, Department of Parks & Recreation**
Dan began his career in Public Service as an intern with the Department of Parks and Recreation during the summer of 2001 while studying at UVM for a degree in Public Outdoor Recreation Management. After his internship, Dan went on to work as a counselor in the Citykids afterschool programs, and as the director of the Roosevelt Park Summer Lunch Program. In 2003, with the support of the City and the A*VISTA program, Dan created a fundraising position at Burlington Parks and Recreation. During the two years that Dan served as an A*VISTA, he bolstered the departments reach to vulnerable populations through expanding Burlington's Summer Lunch Programming from one sponsored site to three. After his time serving as an A*VISTA in 2005, Dan was hired as a Recreation Coordinator by Burlington Parks and Recreation. In this role he was responsible for youth summer and afterschool programming as well as senior adult programming. After five years as a coordinator Dan transitioned into the role of Land Steward for Burlington Parks and Recreation in 2011. In this roll that he has held for three years, Dan oversees the Conservation Land program and the Burlington Area Community Garden Program. In his capacity as Land Steward, Dan also assumes the role of the Department's volunteer coordinator. Outside of his work with the City, Dan has served on the board of directors of the Vermont School Age Care Network and Dismas of Vermont.
- **Jon Adams-Kollitz, Parks Project Coordinator, Department of Parks & Recreation**
Jon implements parks capital improvement projects in the City's Penny for Parks program. He also handles a portion of department communications and coordinates the annual Mayor's Multi-Modal Tour and Halloween Bike Ride. Prior to that, Jon served as the Interim Coordinator of the Burlington Sustainability Action Team, worked on the City's Climate Action Plan update and coordinated implementation amongst 30 City staff. Jon began his City of Burlington career with the Community & Economic Development Office where provided business technical assistance, coordinated events, and co-founded the BTV Bike Cluster. Jon has a bachelor's degree in landscape architecture from the University of Wisconsin, did graduate study in urban planning & design at KTH in Stockholm, Sweden, and was an intern with ICOMOS/HABS in St. Petersburg, Russia and Washington, DC. He is a licensed landscape architect in Wisconsin and a Certified Playground Inspector. Before moving to Burlington, Jon owned and operated a small landscape architecture design/build company, specializing in artistic and ecological landscapes, native plantings and children's play environments. He has worked as a landscape architect on FHWA projects for the National Park Service, both at Yellowstone, working on the night shift amongst geysers & grizzlies, and Glacier National Park, where worked on



reconstruction of the historic Going to the Sun Road.

- **Nick Warner, Project Manager and Brownfield Specialist, CEDO**

Nick works on a variety of development projects for the City of Burlington. He has directed the City's EPA-sponsored Brownfields Redevelopment Program since the City's first EPA Assessment Pilot grant in 1997, works on waterfront and harbor development projects, and is coordinating the development of a new aviation training center at Burlington International Airport. His accomplishments include acquisition of over \$3 million in federal funding, two designations as an "EPA Brownfields Showcase Community" finalist, and work as a Mentor for the U.S. Conference of Mayors Brownfields exchange to Wheeling, West Virginia.

See Appendix H for additional bios from our consultant teams.

iii. *Description of Project Team's Past Cooperative Efforts*

This team has worked together, in various configurations, on past projects including:

- Parks Master Plan (underway): DPR, Sasaki, VHB
- Burlington Bike Path Rehabilitation (underway): DPR, VHB, Sasaki
- Waterfront Park Short-term Electrical Improvement Plan: SPR, Salem

In addition, Parks staff has a lengthy history of working together to successfully complete planning, construction, and maintenance projects, evident through the Penny for Parks program.

iv. *Quality Control Outline & Procedures*

The Department of Parks & Recreation has outside groups that monitor our activities to provide layers of oversight that support quality control for checks & balances. P&R also has a separation of duties through the existing staff structure that provides an additional check in the process of project development and construction.

See Appendix I for additional quality control practices from our consultant teams.

B. Relevant Project Experience

- **Project Experience - Department of Parks & Recreation**

- Project name & location: Burlington Bike Path Rehabilitation (underway)
Burlington Vermont
- Brief project description: Redesign and engineering of the 8-mile bike path
- Total project budget: Approximately \$550,000



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- Project Duration: Approximately one year (June 2013 - September 2014)
Note: Construction slated for fall of 2014
- Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Deryk Roach, P&R, Parks Superintendent
Mark Colgan, VHB, Project Manager
Erin Parizo, VHB, Assistant Project Manager
Greg Bakos, VHB, Bike/Ped Engineer
- Project references: Miro Winberger, Mayor of the City of Burlington
Chapin Spencer, Director, Department of Public Works

- **Project Description - Department of Parks & Recreation**
 - Project name & location: Parks Master Plan (underway)
Burlington Vermont
 - Brief project description: Comprehensive master plan for the Burlington Parks & Recreation system
 - Total project budget: Approximately \$120,000
 - Project Duration: Approximately one year (March 2013 - March 2014)
 - Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Barbara Heller, Heller + Heller, Inc., Project Manager
Gina Ford, Sasaki Associates, Landscape Architect
Eamonn Hutton, Sasaki Associates, Landscape Architect
Brie Henshold, Sasaki Associates, Senior Planner
 - Project references: Miro Winberger, Mayor of Burlington
Nancy Kaplan, Parks & Recreation Commission

- **Project Experience - Department of Parks & Recreation**
 - Project name & location: Leddy Softball Athletic Field Renovation, Phase 1 & 2
Leddy Park, Burlington Vermont
 - Brief project description: Multi-phase athletic field renovation with extensive community engagement
 - Total project budget: Approximately \$250,000
 - Project Duration: Approximately 14 months for design & construction of both phases (September 2012 - November 2013)
 - Team members & roles: Jesse Bridges, P&R, Project Director
Jon Adam-Kollitz, P&R, Project Manager
Jen Francis, P&R, Project Manager
Skip Piche, R.J. Piche Construction
 - Project references: Jeanne Hulsen, Athletic Director of Burlington High School
Dave Hartnett, Burlington City Councilor, Ward 4



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- **Project Experience - Department of Parks & Recreation**

- Project name & location: Burlington Community Boathouse Upper Deck Renovation
Burlington Vermont
- Brief project description: Full replacement of the exterior upper deck level of the Boathouse and interior flooring replacement
- Total project budget: Approximately \$200,000
- Project Duration: Approximately 8 months for design & construction (September 2013 - April 2013)
- Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Jon Adam-Kollitz, P&R, Project Manager
Jeff Provost, The Dock Doctors, Project Manager
Chris Girard, The Dock Doctors, Project Manager
- Project references: Barb Bardin, Owner, Splash
Erin Moreau, Waterfront Manger, DPR

- **Project Experience – Department of Parks & Recreation**

- Project name & location: Miller Lease Space Renovation
Burlington Vermont
- Brief project description: Renovation of a 2400 SF lease space for child care tenant within the Miller Center; included parking expansion and extensive permitting resolution
- Total project budget: Approximately \$250,000
- Project Duration: Approximately one year for design & construction (July 2011 - July 2012)
- Team members & roles: Jen Francis, P&R, Project Manager
David Bogue, Construction Manager, Pro Construction, Inc.
- Project references: Tiffany Bergeron, Owner, Frog & Toad Childcare
Gary Rodgers, Assistant Superintendent of Recreation, DPR

See Appendix J for additional project experience from our consultant teams.

C. Evidence of Experience with Cost Controls

The Planning Division within the Parks Department has successfully developed and managed the Penny for Parks program. This program is funded by a dedicated property tax; as a result, the Department receives roughly \$350,000 annually to fund capital improvement projects within the Parks system. Funds not expended in one year roll over for future use. Because of a lack of program management structure during the first years of the program's creation, funds accrued to nearly \$1m. In the 2012 fiscal year, the Penny for Parks program structure was defined and in FY13, more than \$750k was expended towards the completion of 30 capital improvement projects, both large and small scale. The FY14 budget includes 28 projects and once again nearly \$750k in planned expenditures. The



Planning Division works closely with the Parks Division to schedule, coordinate, and facilitate PFP projects. Parks staff is essential in completing these projects successfully and on time; their broad range of skills and dedicated involvement results in real savings, allowing the Department to maximize resources (**see Appendix K**).

Section 5. Project Feasibility

Detailed schedule breakout for every phase of the project:

- Oct 17, 2013 Submit PIAP proposal
- Winter 2013-14 Development of RFP for design development & construction/bid docs
- March 4, 2014 Town Meeting Day vote
- Early March, 2014 RFP for design development & construction/bid docs issued
- Mid-April, 2014 Design development/bid doc contract awarded
- April-July, 2014 Design development underway
- July, 2014 Bid for fall construction
- Fall 2014 Begin Phase 1 construction (shoreline stabilization low water conditions, site preparation, bike path, fill work fall construction)
- Spring 2015 Begin Phase 2 construction (Trail, planting, artisan installation)
- Summer 2015 Grand opening of grounds

Presentations will continue to be made at public forums and with community groups and stake holders through the final design process. Permitting and regulatory compliance will be incorporated directly into design development scope.

Section 6. Project Budget

| Budget Source | Amount | Committed/Non-Committed |
|---|---------------|--------------------------------|
| TIF | \$500,000 | TBD |
| Local Sources & Support (PMP, CIP, PIF) | \$460,000 | TBD |

In addition, potential local funding leveraging sources may include the Penny for Parks (PFP) program, the City’s Capital Improvement Program (CIP) and Park Impact Fees.

A. Level of TIF Requested

With an estimated total project cost of \$1 million, the level of TIF requested is roughly 1/2 of the total project budget, or approximately \$500,000. Potential local funding leveraging sources may include the Penny for Parks (PFP) program, the City’s Capital Improvement Program (CIP) and Park Impact Fees.

B. Construction Budget Preparation



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Cost estimates were compiled by Sasaki Associates, an interdisciplinary design firm with sixty years of experience designing and building urban landscapes and architectural projects. Several consultants provided cost estimates that are embedded within each proposal. Timber and Stone provided cost estimates for the construction of the overlook and trail network at the Urban Reserve. Phytoremediation cost estimates for the Urban Reserve were provided by Environmental Consultant Kyle Clark. The City of Burlington Department of Parks & Recreation provided cost estimates for the sheet piling repairs and dog park fence at the Urban Reserve. All other estimates were generated by Sasaki's team of landscape architects, civil engineers and architects.

Sasaki prepared the construction budget using a combination of industry standard construction cost manuals, estimates from similar projects and recent construction experience. The manual used for estimating much of the site work is *RMeans Site Work & Landscape Cost Data 2013*. Costs were adjusted for the region. The design firm has a long history of producing costs estimates including Port of Los Angeles Wilmington Waterfront Park in Los Angeles, California, Council Bluffs Riverfront Park in Council Bluffs, Iowa and Chicago Riverwalk in Chicago, Illinois. Contractor bids from each of these projects came in close to the project budget including most recently the Chicago Riverwalk project which was within 3% of the original engineer's estimate.

C. Budget Contingencies

The contingencies are as follows:

- 10% for the entire Urban Reserve proposal

D. Operating Pro Forma

Burlington Parks & Recreation will assume these infrastructure components as part of the routine parks maintenance program, which is supported by the dedicated Conservation Legacy Fund, Bike Path Maintenance & Improvement Fund, the General Fund, and parks internal revenue generation city-wide.

E. Budget Justification

See Appendix L for budget justification.

Section 7. Appendices

A. Burlington Bike Path Rehabilitation Summary & Schedule

B. Urban Reserve Resolution

C. 2013 Parks Master Plan Survey Findings

During the summer of 2013, the Department of Parks & Recreation conducted a statistically valid survey through the Parks Master Plan process. An independent consultant, Leisure



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Vision, LLC, known across the country as a leader in parks & recreation surveys, issued the survey and compiled the results. Surveys were randomly mailed to 2000 households within the City of Burlington and roughly 450 responses were received. This high return rate ensures an accuracy of 95%.

D. Design Documents: Scaled Conceptual Plans & Renderings

D1: Urban Reserve Design Drawings provided by Sasaki Associates

D2: Trail Design Documents provided by Timber & Stone

D3: Phytoremediation Design Drawing provided by Kyle Clark

E. Waterfront “Three Projects” Diagram

F. WAN Equinox Sculpture Temporary Relocation & Storage

G. Organizational Structure & Staffing

H. Consultant Bios

I. Consultant Quality Control

- Sasaki Associates
- Vanesse Hangeen Brustlin, Inc. (VHB)

J. Consultant Project Experience

- Sasaki Associates
- Vanesse Hangeen Brustlin, Inc. (VHB)

K. Evidence of Experience with Cost Controls

- Penny for Parks Annual Budget Summary
- Penny for Parks Annual Completed Project Summary
- Penny for Parks FY13 Implementation & Close-out
- Penny for Parks FY14 Project List

L. Budget Justification

M. Compliance with City Requirements

This project complies with all applicable federal, state and local laws; this includes but not is limited to the City of Burlington’s Livable Wage Ordinance, Outsourcing Ordinance, and Union Deterrence Ordinance; and shall submit any and all written certifications required by applicable ordinances that require attesting to compliance. In addition, this project follows the principles outlined via City Council resolution.

N. Web References



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- 1: <http://www.ncsu.edu/ncsu/design/cud/>