



Public Works Commission

Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

6:30 pm, Main Conference Room, 645 Pine St OR Remotely via ZOOM:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83495330508>

Or Telephone: Dial US: 301-715-8592 Webinar ID: 834 9533 0508

Channel 17 also often livestreams this on their YouTube channel and airs it over the air at a later date.

Note that comments on YouTube are not monitored.

1. Call to Order

2. Agenda - 5 Minutes

2.1. Motion to amend/adopt agenda

3. Public Forum - 3 Minutes per Person Time Limit - 10 Minutes

4. Consent Agenda

4.1. Approval of Draft Minutes of 1-15-25

4.2. North Street Corridor Stop Signs

Subject

Meeting

4.3. Approval of Consent Agenda

February 19, 2025 - DPW Public Works Commission - Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

4. Consent Agenda

Department

Public Works Department

Type

Action (Consent)

Recommended Action

Approve Consent Agenda

5. Final Bond Q & A Before The 2025 Town Meeting Day Election - 45 Mintutes

Subject	5.1. Information, C. Spencer, M. Moir, & A. Parker
Meeting	February 19, 2025 - DPW Public Works Commission - Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	5. Final Bond Q & A Before The 2025 Town Meeting Day Election - 45 Minutes
Department	Public Works Department
Type	Information
Recommended Action	None

6. FY'26 UPWP City Application -15 Minutes

Subject	6.1. Communication, P. Peterson
Meeting	February 19, 2025 - DPW Public Works Commission - Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	6. FY'26 UPWP City Application -15 Minutes
Department	Public Works Department
Type	Action
Recommended Action	Motion to Approve

7. Director's Report - 10 Minutes

Subject	7.1. Communication, C. Spencer
Meeting	February 19, 2025 - DPW Public Works Commission - Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	7. Director's Report - 10 Minutes
Department	Public Works Department
Type	Communication

8. Commissioner Items

9. Adjournment & Next Meeting Date - March 19, 2025

Subject	9.1. Motion to adjourn
Meeting	February 19, 2025 - DPW Public Works Commission - Wednesday, February 19, 2025, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	9. Adjournment & Next Meeting Date - March 19, 2025
Department	Public Works Department

Type

Action

Recommended Action

Motion to Adjourn

DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JANUARY 15, 2025
DRAFT MINUTES

For video of the meeting, please visit Town Meeting TV's YouTube Channel:
<https://www.youtube.com/watch?v=k0r9VW6DgXY&t=978s>

Commissioners Present: Commissioner Barr, Vice Chair Fox, Commissioner Davis,
Commissioner Munteanu, Commissioner O'Neill-Vivanco, Commissioner Sears

Commissioner Absent: Chair Damiani

ITEM 1 – CALL TO ORDER

Vice Chair Fox called the meeting to order at 6:30 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to approve the agenda
Commissioner Munteanu seconded

ITEM 3 – PUBLIC FORUM

There was no one present for public forum

ITEM 4 – CONSENT AGENDA

- 4.1 Approval of Draft Minutes 12-18-24
- 4.2 CP Smith Bus Parking

Commissioner Munteanu made a motion to accept the consent agenda
Commissioner Barr seconded
Unanimous approval

ITEM 5 – WATER RESOURCES BOND BALLOT ITEMS UPDATE

Division Director Megan Moir reviewed the background on the proposed Water Resources Bond Request. She is requesting that two bond be put on the March 4, 2025 ballot which are 2025 Water Bond (Drinking water) and 2025 Lake bond (Wastewater and Storm water bond). She also went over the risk details for excluding certain project in the 2025 bond vote.

Commissioner Davis inquired about if the plant needs a permit. Division Director Moir stated that violations have to be reported discharging sewage report on state website.

Commissioner Davis inquire as to how many people qualified for the Path Program. DD Moir stated she would have to get to him with the number.

Commissioner Davis inquired what would happen if the bond vote failed. DD Moir stated they would try to understand why and we could modify and bring it back to the voters. Bond votes are not a blank check we have to go through city council for the money.

Commissioner Sears inquired about storm water runoff. DD Moir stated the upkeep is separate, outfall replacement combined with sewer overflow and storage.

Commissioner Sears asked if more could be done to reduce runoff. DD Moir stated the contractors for projects could make it better.

ITEM 6 – SNOW AND ICE CONTROL PLAN

Division Director Lee Perry went over the Snow and Ice control plan for the City of Burlington. There was a review of storm waning notifications, personnel scheduling, mobilization of the personnel for a snow emergency and the materials used for snow removal.

There was also a review of plowing operations and sidewalk plowing and salting operations. There is a copy of the plow routes attached to the report.

Commissioner Munteanu inquired about the private road. DD Perry stated that there are some that we do clean up, if we pick up recycling we clean the streets as our recycle drivers need to get down the street.

Director Spencer stated the private roads are not our responsibility of the city.

Colchester stopped maintaining all their private roads.

Commissioner Barr stated he appreciates the departments work, but stated the recycle bins are in the bike lanes. HE inquired about a snow melter. DD Perry stated we have a place to dump snow.

Commissioner O'Neal-Vivanco inquired about being able to ride in a snowplow. She also inquired about the salt use and lake, reduction of salt and how long have you been doing this. There was also an inquiry about the bike lane maintenance. DD Perry stated that the truck plows go through first and then the sidewalk plows go through to clean up the bike lanes and the intersections of crosswalks to keep clear.

Commissioner Davis asked about a winter speed limit and if there were any tow issues. DD Perry stated we tow our own vehicles when they break down, the city does not tow for snow removal we have a contract with a towing company.

Commissioner Fox stated thank you for plowing sidewalk. Inquired if there were equipment inspections. DD Perry stated that after a storm we go through every vehicle. Commissioner Fox also inquired about snow ban parking bans and the designated tow zone. Information Officer Rob Goulding stated that Lake Street is preferred but we are experimenting in other areas.

ITEM 7 – DIRECTOR’S REPORT

Director Spencer also review the snow and ice control plan.

There will be a council vote on the Capital Bond requests expected January 27th
201 Flynn Avenue acquisition.

GMT Funding and Burlington FY’26 Assessment

Review the Winooski Bridge and Colchester/Barrett/Riverside intersection which the city council approved the base technical concept.

Review of the Regional Bike Share program for the 2024 season.

ITEM 8 - COMMISSIONER ITEMS

Commissioner Davis stated he did realize that there was a sign and Home Avenue an Shelburne Street and apologized for his comment last month on needing a sign in place
Commissioner Sears asked about the bike usage.

Information Officer Robert Goulding stated we had information for bike usage up to end of November. There was a decline in the usage at the end of the season

Commissioner Barr stated that the Old East End will be holding a Winterlude in February.

ITEM 9 – ADJOURNMENT AND NEXT MEETING FEBRUARY 15, 2025

Commissioner Barr made a motion to adjourn

Commissioner O’Neill-Vivanco seconded

Unanimous approval



City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450
www.burlingtonvt.gov/DPW

Memo

Date: February 19th, 2025

To: Public Works Commission

From: Calvin Wuthrich, Associate Public Works Transportation Engineer

CC: Phillip Peterson P.E., Senior Transportation Planner

Subject: Stop signs on Pitkin St, Blodgett St, Drew St, Front St, and Murray St

Staff recommends the DPW Commission add (see Attachment-1):

3 Stop sign locations.

(a) The following locations are hereby designated as stop sign locations:

- At the intersection of Pitkin Street and North Street, causing traffic on Pitkin Street to stop.
- At the intersection of Blodgett Street and North Street, causing traffic on Blodgett Street to stop.
- At the intersection of Drew Street and North Street, causing traffic on Drew Street to stop.
- At the intersection of Front Street and North Street, causing traffic on Front Street to stop.
- At the intersection of Murray Street and North Street, causing traffic on Murray Street to stop.

Purpose & Need:

The purpose is to provide one (1) stop sign at each of the following intersections: Pitkin St and North St, Blodgett St and North St, Drew St and North St, Front St and North St. These stop signs align with the recommendations set by the Manual on Uniform Traffic Control Devices (MUTCD).

The stop bars shall be 12" wide x 15' long, placed north of the crosswalks on Pitkin St, Blodgett St, and Drew St, and south of the crosswalks on Front St and Murray St (See Attachment-2).

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		x		Manual on Uniform Traffic Control Devices (MUTCD)
Aligns with City plans?	x			
Followed Public Engagement Plan?		x		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Summary and Conclusion:

DPW Staff recommends adding one (1) stop sign at each of the following intersections: Pitkin St and North St, Blodgett St and North St, Drew St and North St, and Front St and North St (See Attachment-1). This recommendation fulfills MUTCD conditions for stop sign applications for the intersection of a lower functional classification roadway with a higher functional classification roadway and for intersections with a restricted view of conflicting traffic on a through street. The attached traffic regulation amendment (see Attachment-1) outlines the specifics of this proposal.

The MUTCD (Section 2B.05) allows stop signs to assign right-of-way where a lower-volume road meets a more prominent roadway. At the intersections of Pitkin St, Blodgett St, Drew St, Front St, and Murray St with North St, stop signs will provide clear right-of-way control. These intersections involve lower-volume roads meeting a more prominent roadway, making right-of-way assignment necessary for orderly traffic flow and crash reduction.

These intersections are also in close proximity to the Sustainability Academy at Lawrence Barnes, making increased pedestrian safety a priority. The addition of stop signs and stop bars before the crosswalks on each of these streets provides clear guidance for drivers to stop before reaching these crosswalks, thus enhancing the safety of students and other pedestrians who walk/roll along the North St corridor.

DPW Staff acknowledge that Russell Street, Dans Court, and High Grove Court were not included in this recommendation due to a lack of sufficient data. To ensure informed decisions, staff will revisit these intersections during the warmer months to observe conditions, collect data, and develop final recommendations as needed.

Public Engagement:

In preparation for the 2/19/2025 DPW Commission Meeting, Staff distributed flyers to residents on Pitkin St, Blodgett St, Drew St, Front St, and Murray St. Staff received public input from five residents via email (See Attachment-3); three emails were fully in support of the proposal, one suggested changes to other traffic regulations, and one did not support use of funds for this project.

Attachments:

1. Traffic Regulation Amendment.
2. Site Maps.
3. Public Engagement Correspondence.

Attachment 1: Traffic Regulation Amendment.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-five

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—

3; Stop sign locations.

Sponsor(s): Public Works Commission

Action: Approval

Date: 2/19/2025

Attestation of Adoption:

Phillip Peterson, PE

Senior Transportation Planner, Technical Services

Published: _____

It is hereby Ordained by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 3 Stop sign locations., of the Code of Ordinances of the City of Burlington is hereby amended as follows:

.....
3 Stop sign locations.
.....

(a) The following locations are hereby designated as stop sign locations:

(1) – (319) As written.

(320) At the intersection of Pitkin Street and North Street, causing traffic on Pitkin Street to stop.

(321) At the intersection of Blodgett Street and North Street, causing traffic on Blodgett Street to stop.

(322) At the intersection of Drew Street and North Street, causing traffic on Drew Street to stop.

(323) At the intersection of Front Street and North Street, causing traffic on Front Street to stop.

(324) At the intersection of Murray Street and North Street, causing traffic on Murray Street to stop.

(b) – (c) As written.

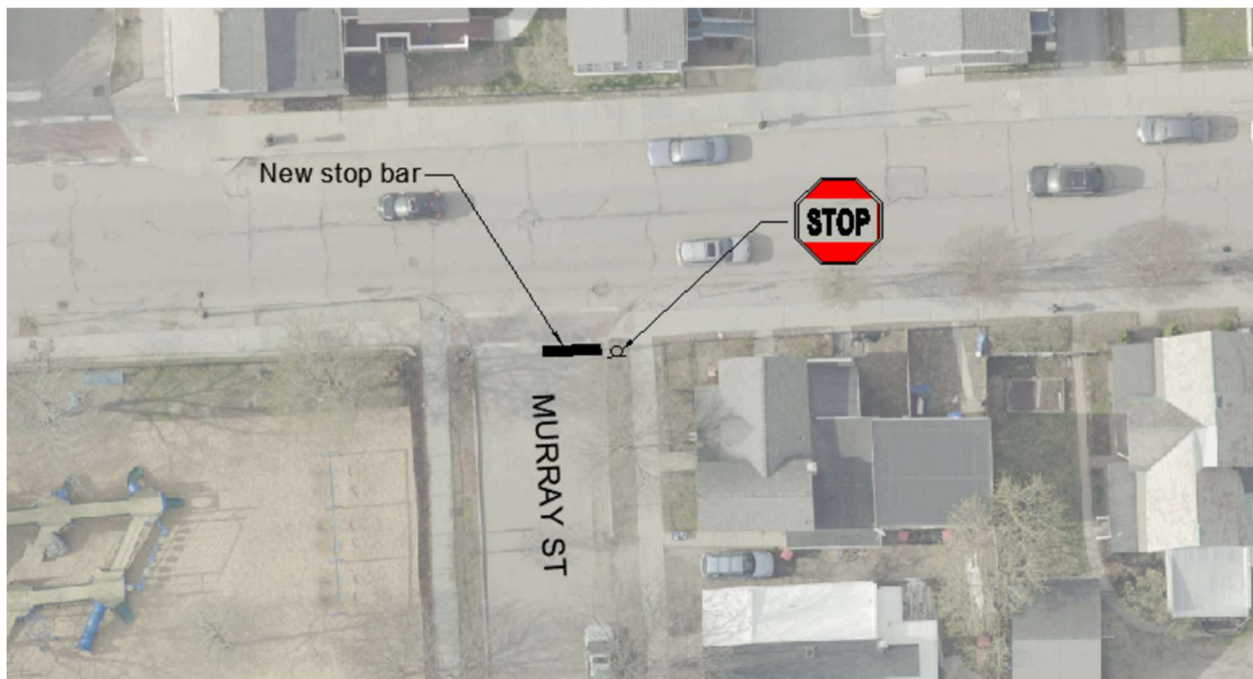
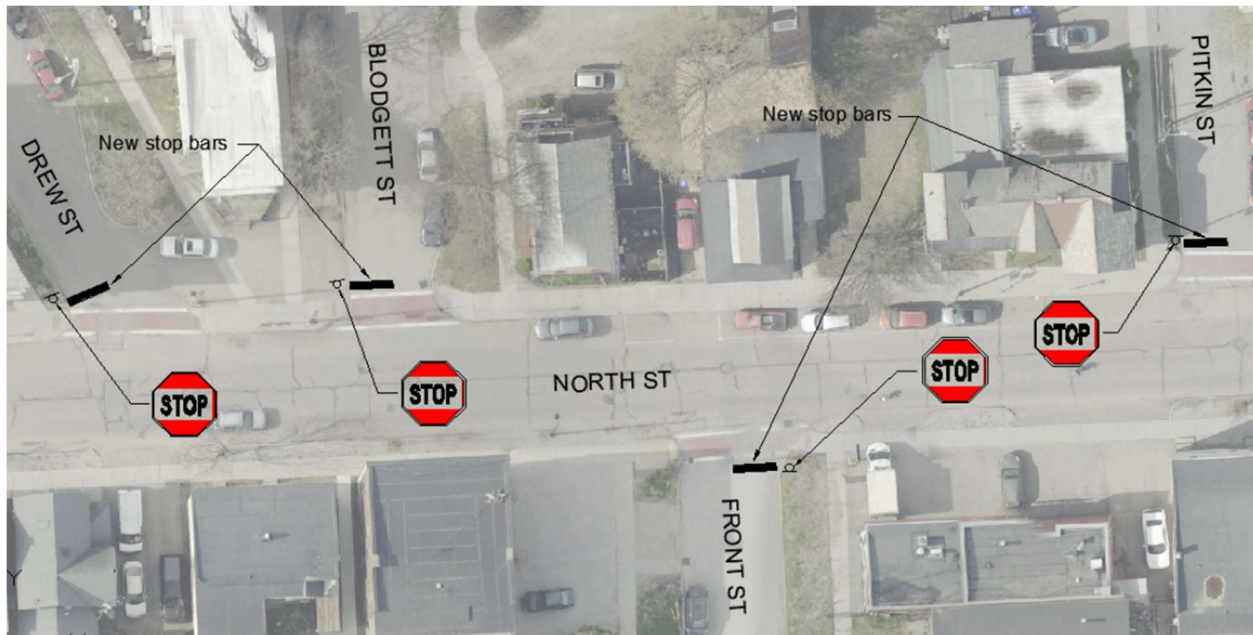
** Material stricken out deleted.

*** Material underlined added.

/ER: BCO Appx.C, Section 3

02/19/25

Attachment 2: Site Maps.



Attachment 3: Public Engagement Correspondence.

Thursday, February 6, 2025

Jay Strauss

We do not need any more traffic blocks or stop signs or stop lights on Blodgett Street on North ave. It is slow enough as it is and people need to look before they turn onto North Street anyway. Save the taxpayers money for other projects.

Dear Mr. Strauss,

Thank you for taking the time to submit your feedback on this proposal.

Although many cars likely stop at this intersection already, stop signs are a relatively inexpensive way to improve the consistency of traffic guidance across the City, as many similar intersections (including others adjacent to North St) currently have stop signs in place.

That being said, DPW values your input and will take it into consideration as we move forward with our assessment.

Best,

Calvin Wuthrich he/him

Seasonal Associate Public Works Transportation Engineer

Burlington Department of Public Works

Thanks for getting back to me. My wife said to me isn't there a stop sign already on Blodgett Street near North street? I said I don't think so and she said you stop anyways.

Thursday, February 6, 2025

Hello,

I am a resident on Blodgett Street. I received your flyer about the proposed stop signs and stop bars at several intersections with North Street. I think it's a good idea and I hope you will complete this project.

Sincerely,

Martha Dallas

Dear Ms. Dallas,

Thank you for your input on this proposal and for your support of the project!

DPW will take your feedback into consideration as we move forward with our assessment.

Best,

Calvin Wuthrich he/him

Seasonal Associate Public Works Transportation Engineer

Burlington Department of Public Works

Thursday, February 6, 2025

Emily Walter

I generally think this is a good idea but am unsure as to what a "stop bar" is. Thank you!

Emily

Dear Ms. Walter,

Thank you for your input on this proposal and for your support of the project!

To clarify, stop bars are the white rectangles painted on the roadway that indicate where vehicles should stop at intersections. Addition of stop bars is standard practice when installing a new stop sign.

DPW will take your feedback into consideration as we move forward with our assessment.

Thank you!

Calvin Wuthrich he/him

Seasonal Associate Public Works Transportation Engineer

Burlington Department of Public Works

Thanks for the clarification! I think it's a good plan.

Emily

Friday, February 7, 2025

Hello DPW Team,

My partner and I recently received a notification about the plan to install new stop signs at the intersection of multiple streets in our neighborhood and North Street. We are writing to express our support as residents of Drew St. We have lived here for many years and have always treated those intersections as if they already had stop signs - we actually had to do a double-take at the end of the road when we first received the note. We are glad to live in a part of town where people get around by foot, bike, bus and car and are glad the city is moving to improve consistency in signage and safety for all modes of transport in our neighborhood.

Best,

Kristen Balschunat & Cedar Schiewetz

Dear Kristen & Cedar,

Thank you for your input on this proposal and for your support of the project!

DPW will take your feedback into consideration as we move forward with our assessment.

Best,

Calvin Wuthrich he/him

Seasonal Associate Public Works Transportation Engineer

Burlington Department of Public Works

Sunday, February 9, 2025

Hi there,

I've lived on Pitkin St since 2016. I was interested to learn that the City is considering placing stop signs at the intersection of Pitkin and North, among others. I'm always in favor of changes that slow down drivers and increase pedestrian and cyclist safety. However, in this case, I don't think the absence of a stop sign is the real problem. I observe daily that drivers and cyclists are already forced to come to a stop before entering North street, but in order to have any hope of seeing oncoming traffic on North, they have to pull out past the crosswalk, blocking pedestrians. Parked cars on North street make visibility extremely limited. Because visibility is so limited and drivers in particular have to pull out so far, I think they actually pay even less attention to pedestrians approaching the intersection.

I believe the safety of all users would be much more improved by reducing street parking for cars on North Street on either side of these intersections, regardless of whether stop signs are introduced. I'd be very happy to talk about my experience further if helpful. I appreciate the city making residents aware of changes under consideration, and asking for input.

take care,

Sarah Camille Wilson (she/her)

Dear Ms. Wilson,

We appreciate your feedback on this proposal.

We hear your concerns about sightlines when turning onto North Street, and will take them under consideration. Although parking conditions are another factor that can play a part in the safety of an intersection, DPW believes that this step to improve signage consistency along North Street can be step forward in creating a safer environment for all modes in this area.

Thank you for taking the time to submit your feedback on this proposal – we value your feedback on the safety of our roadways.

Best,

Calvin Wuthrich he/him

Seasonal Associate Public Works Transportation Engineer

Burlington Department of Public Works

Burlington Water Resources

Town Meeting Day

WATER and LAKE Bond

Ballot Item Request

January 27, 2025



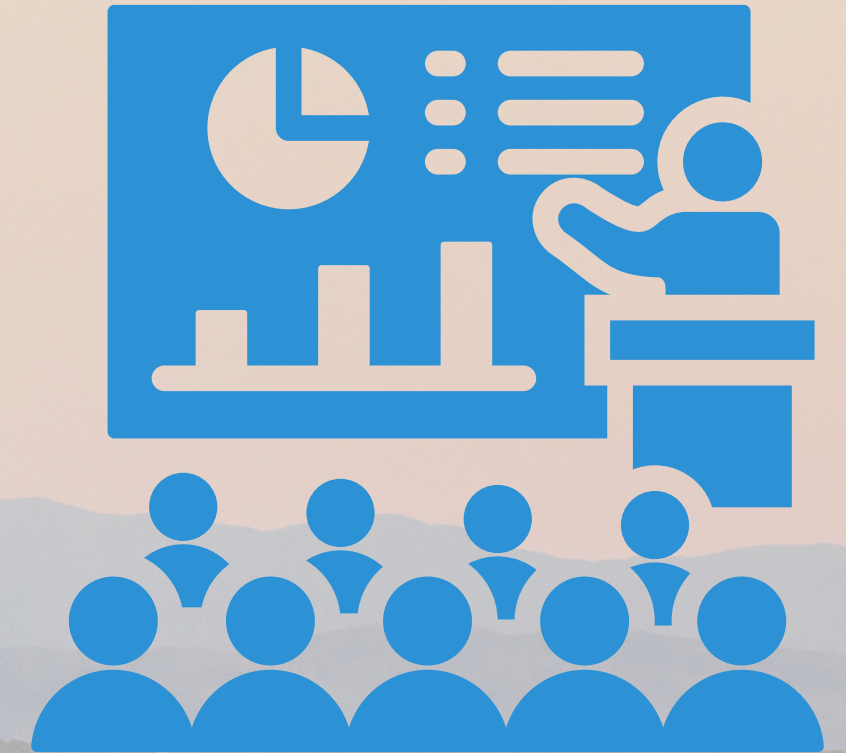
2025-2028: HOW MUCH \$?

System	Estimated Total Bond Need	Final Cost Determination
Drinking Water	\$21 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204 M	Final due diligence on WWTP costs; FEMA availability for River Siphon; Community Change Grant success; Determination of other funding for City Transportation Projects
Stormwater	\$14 M	Pine Street CSO reduction final cost; Community Change Grant success; Determination of other funding for City transportation projects

PUBLIC ENGAGEMENT

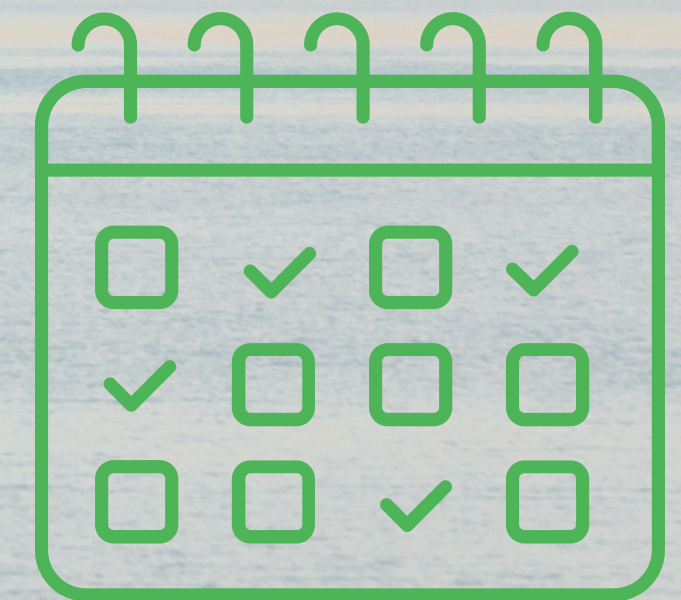
Leading up to January 27, 2025 City Council Meeting:

- Neighborhood Planning Assemblies
- Multiple Wastewater Treatment Plant Tours
- Waterfront Action Group of Burlington Business Association
- DPW Commission
- Transportation, Energy and Utilities Committee (TEUC)
- City Council
- January 6, Town Hall Meeting
- TV and Print Media
- Social Media
- Virtual Wastewater Treatment Plant Tour



Now until Town Meeting Day:

- More NPAs!
- Town Meeting TV
- Social Media
- Citywide post card with link to the informational website (prior to mailed ballots)

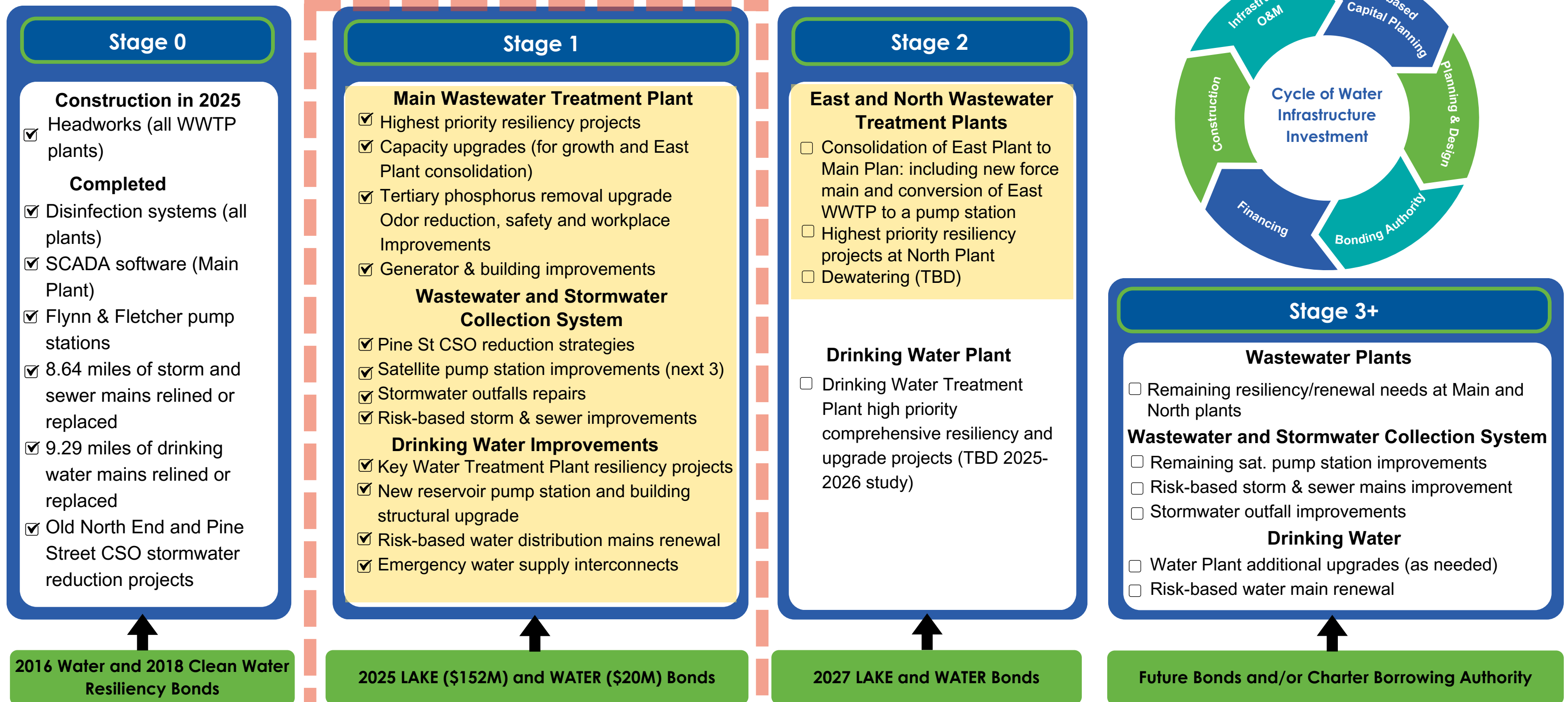


Water Resources

Sustainable Infrastructure Plan: The 2025 LAKE & WATER bonds

Original November Bond Proposal

How does this phase of investment fit in with the overall plan?



2025
Lake & Water Bonds

HOW DID THE \$ DECREASE?

Memo details the risk and rationale of postponing certain items.
Below also forecasts additional scope items and costs where available.

Projects Not Included in 2025 Bond ¹	Current Estimated Cost	Rationale for addressing later	Include in FY26-FY35 Rate Impact Projection
East Plant Consolidation	\$ 25,000,000	Construction scheduled for 2028; success of grants for Stage 1 may reduce ultimate bond need.	Yes
North Plant WWTP High Priority Upgrades	\$ 13,662,000	Construction scheduled for 2030; success of grants for Stage 1 may reduce ultimate bond need	Yes
North Plant Sewer Siphon	\$ 14,000,000	Eligible for FEMA funding	No
Dewatering Upgrade	\$ 8,700,000	Regulatory landscape for biosolids management unclear; wait for clearer picture to select best technology (costs could change depending on timing and regulations)	No
Remainder of Main and North Plant Renewal (Stage 3) ²	\$ 60,000,000	Items that can wait until ~2030; bidding environment for Stage 1 and grants may reduce this #	No
Additional Satellite Pump Station Renewal ²	\$ 7,100,000	Next round of Pump Station Renewal projects; condition of remaining 5 stations needing age related upgrades will be monitored and phased as necessary.	No
Comprehensive Water Plant Upgrade	TBD	Pending completion of preliminary engineering study for entire WTP (2025-2026)	No
Additional Storm and Sewer Renewal	TBD	Wastewater will be able to fund some renewal with annual capital funding generated due to debt coverage requirements. Additional work also pending a collection system master plan which may identify needed capacity upsize requirements	No
Additional Water Main Renewal	TBD	Additional work pending a distribution system master plan which may identify needed capacity upsize requirements.	No

Note 1: This is a list of known project needs, some of which were included in previous bond proposals. Additional projects maybe needed due to quicker than anticipated failure rates or regulatory changes.

Note 2: These cost estimates are in 2025 dollars. Future costs will likely be higher due to inflation depending on the timing of the project.

TOWN MEETING DAY 2025: HOW MUCH \$?

System	Final TMD 2025 Bond Request	Final <u>Cost/Borrowing</u> Determination
Drinking Water	\$21M \$20 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204M \$138 M	Final due diligence on WWTP costs; Determination of other funding for City Transportation Projects; Pollution Control Grants; NRBC grant; Pine Street CSO sewer separation final cost
Stormwater	\$14 M	Pine Street CSO reduction final cost; Determination of other funding for City transportation projects; Pollution Control Grants

\$152 M

CONTINUED OVERSIGHT AND UPDATES FOR THE WASTEWATER PLANT PROJECT

- Updates to Council and other public bodies at:
 - 90% Preliminary Engineering
 - 30% Final Design
 - 60% Final Design
 - 90% Final Design
- Comprehensive Peer Review of 60% Final Design and update to be provided to Council, well in advance of bidding of the project
- Update on or by August 4, 2025 on feasibility of using Construction Management at Risk (CMAR) methodology for construction phase



WORKING TO REDUCE THE IMPACT ON RATEPAYERS

- **Pursuit** of grants
 - Congressionally Delegated Spending (Reservoir Project on list for \$1 M)
 - Pursuit of Pollution Control Grant funding
 - Working with Legislature to increase Pollution Control Grant availability
 - Northern Borders Regional Commission (\$1 - \$3M)
- **Explore** Water Investment Finance and Infrastructure Act (WIFIA)
 - Lots of paperwork, but generally lower interest rates than bonds
- **Improve** Vermont State administration and legislative awareness about infrastructure funding gaps
 - Meeting with State Legislative delegation
 - Meetings with Vermont ANR Secretary and DEC Water Investment Division
 - Met with State Treasurer's office
 - **Ensuring sufficiency** of SRF (low interest, 2%) financing
 - **Increasing availability** of SRF financing

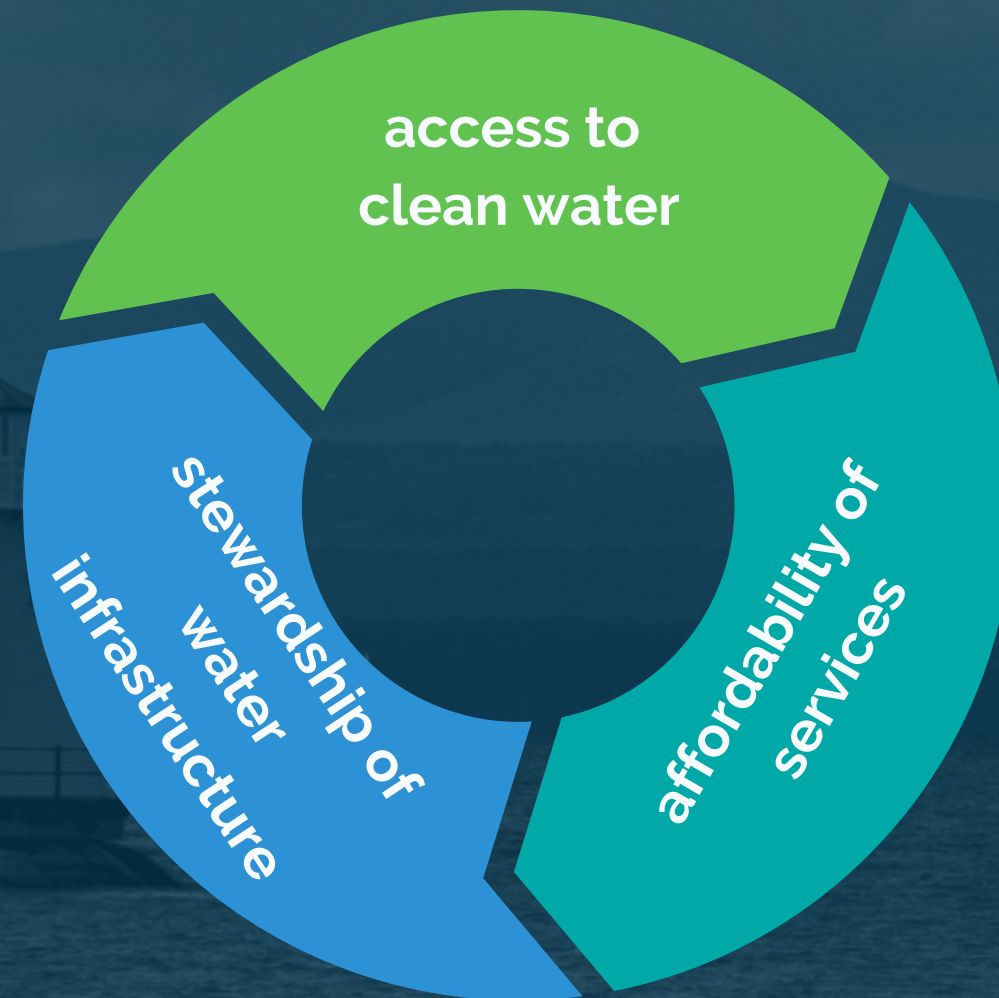


CURRENT RATEPAYER AFFORDABILITY MEASURES

"...an affordable water bill is one that the household can regularly and successfully pay on time without compromising its ability to meet other essential needs." (NRDC Water Affordability Advocacy Toolkit)



- **Fixed Fee Waiver**
 - Low-income
 - 65+
 - Non-Profit Housing Organization
- **Rebates**
 - Sewer lateral inspections
 - WaterSense fixtures



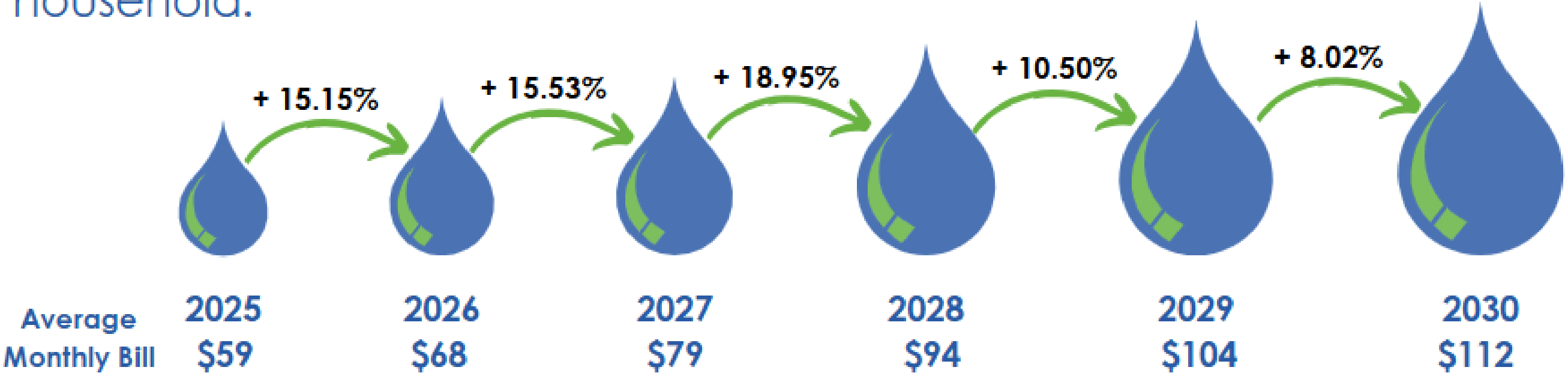
RATE STRUCTURE ADJUSTMENTS

- **Lifeline** rate tier on water side
- **User class**-based rates

Water Resources will work with City Council to develop additional affordability and assistance programs for implementation prior to significant debt issuance.

How will rates be affected?

Based on current forecasts, we estimate that water resources bills could increase up to 89% between 2025 and 2030. This would happen over a series of annual increases, and would look like this for a typical single family household.



Bill estimates are for a single family home with a 5/8" meter using 400 cubic feet a month. Does not include the current 3.5% franchise fee assessed by the City on water and sewer charges.



Rate (%) increases are currently anticipated to be similar for other customer classes, with the exception of FY26 in which customer with private fire protection would have a slightly higher rate increase due to the last year of a 5 year phase in of that charge.

SUMMARY

- Request for ballot items in March 2025 for
 - Up to \$20M **WATER** bond
 - Up to \$152M **LAKE** bond
- Capital investment is necessary for a resilient Burlington with capacity for growth and a healthy Lake Champlain
- Typical residential bill forecasted to increase up to 89% over next 5 years

Water reliability
Advancing water main replacement
Treatment plant improvements
Emergency supply contingency
Reservoir upgrades

Leverage modern technology
Advance & repair key infrastructure
Keep our federal & state commitments
Enhance water quality & worker safety

THANK YOU. QUESTIONS?

Megan Moir
Division Director Water Resources
mmoir@burlingtonvt.gov

Martin Lee
Water Resources Engineering Manager
mlee@burlingtonvt.gov

Chapin Spencer
DPW Director
cspencer@burlingtonvt.gov

<https://burlingtonvt.gov/2025waterbonds>





\$20M GO Bond

Prioritizing Affordable Public Infrastructure

January 27, 2025



What to Expect Tonight

- Just a Quick Review
- Where to Find More Info





Prioritizing Affordable Public Infrastructure

What is the Need?



Why We Need \$20M Bond on TMD 2025

Impacts to Capital Assets WITHOUT the \$20M – relying on \$2M Annual Borrowing*

Fleet	1 Fire Truck, 1 Ambulance, 2 Plow Trucks, 1 Commercial Mower
Sidewalks	2 miles of sidewalk replaced/year
Streets	1.8 miles of street paved/year
Bridges	½ the local match need for the Winooski Bridge Project
Facilities	Deferred maintenance in the equivalent of 3 City Buildings
Parks	Deferred maintenance in the equivalent of 3 Parks
Traffic Safety	93 permanent and temporary projects



\$20M GO Bond Spend-out Projection

Revenue Source	FY26	FY27	FY28
Annual CIP	\$2M	\$2M	\$2M
\$20M GO Bond	\$7M	\$6.5M	\$6.5M
Total Revenue	\$9M	\$8.5M	\$8.5M



Focusing on Critical Infrastructure

Capital Asset Need

Fleet	\$3.3M need in FY26
Sidewalks	\$3M/year to replace 3 miles of Sidewalk
Streets	\$4.8M/year to pave 4 miles of Street
Bridges	\$4M of local match need for the Winooski Bridge
Transportation Safety	\$300K/year = 14 temporary/permanent traffic calming projects
Buildings	\$9.2M in critical projects
Parks	\$6.5M in critical projects





Proposed Allocation

Capital \$20M DRAFT Allocations for 1st Priority Need (FY26-28)*		
Asset	% of \$20M	Notes
Fleet	min 15%	Gets City back to regular replacement schedule
Sidewalks	25-35%	With Street Capital supplement, would hit 3 mi/year
Streets	25-35%	With Street Capital supplement, would hit 4 mi/year
Facilities	13-30%	13% could support deferred maintenance in the equivalent of 3 buildings
Parks	6-10%	10% could support deferred maintenance in the equivalent of 3 parks
Traffic Safety	1-3%	With Street Capital supplement, 3% could hit 75% of community requests
Local Matches	15-20%	20% would fully fund Winooski Bridge Local Match

***Note:** No capital asset is guaranteed funding as the General Fund Capital Budget needs to be flexible and responsive to emergent needs, while also ensuring equitable implementation of infrastructure.

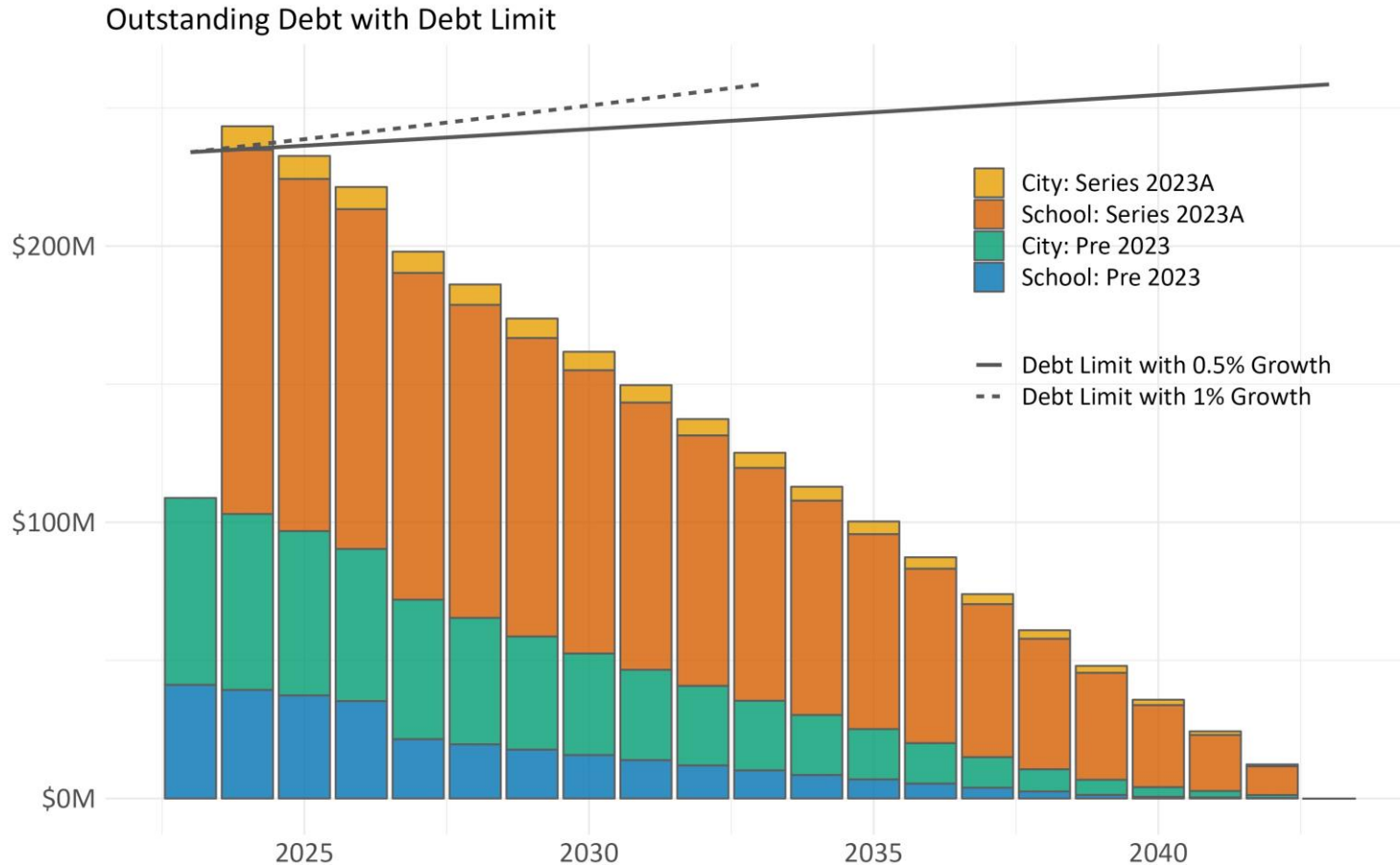


Prioritizing Affordable Public Infrastructure

What is the Tax Impact?



Phase Three: Fitting in with Debt Policy



- City recalculates existing debt annually per our policy
- Due to growth of grand list and paying down principal & interest faster than originally projected, there is now \$20M of debt capacity that has freed up



Effect on Tax Bills

- The \$20M bond would be repaid through a small increase in municipal property taxes starting in FY26.
- We anticipate the increase to be approximately:

Assessed Home Value	Monthly Expected Tax Increase
\$300,000	\$6.92
\$500,000	\$11.58
\$700,000	\$16.18
\$900,000	\$20.83

\$20M GO Bond Spend-out Projection

Revenue Source	FY26	FY27	FY28
Annual CIP	\$2M	\$2M	\$2M
\$20M GO Bond	\$7M	\$6.5M	\$6.5M
Total Revenue	\$9M	\$8.5M	\$8.5M

- The effect from this bond will not be more than the amount listed on this slide; it could be less over a payback period of 20 years.



Next Steps

- The GO Bond needs a 2/3 vote to pass.
- If it passes, the City will borrow money incrementally, as needed over FY26-28.
- Approving this bond does not approve any specific projects. All proposed capital projects still need approval from the Capital Committee plus
 - if they are above \$250K they require BOF approval and
 - if above \$500K they require BOF and CC approval.





Questions?



Thank you!

For more information, please contact
Ashley Parker, Capital Program Director:
aparker@burlingtonvt.gov.

You can also visit the City's webpage and
click the [Elections button](#).



City of Burlington

Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
P 802-863-9094 / F 802-863-0466
www.burlingtonvt.gov/DPW

Memo

Date: February 19, 2025

To: Public Works Commission

From: Phillip Peterson, PE, Senior Transportation Planner
Julia Ursaki, PE, Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Laura Wheelock, P.E., City Engineer/Division Director of Tech Services
Nicole Losch, Grants Director

Subject: Burlington Projects for the FY2026 Chittenden County Regional Planning Commission's Unified Planning Work Program

Recommendation

We respectfully request the Public Works Commission approve the following motion:

Support staff's proposed projects under the FY2026 Unified Planning Work Program (UPWP).

UPWP Introduction

The UPWP is the Chittenden County Regional Planning Commission's (CCRPC) annual work program for planning activities. The UPWP is the mechanism to implement the regional strategies outlined in the ECOS Plan (www.ecosproject.com) and also helps the City implement local plans.

The majority of UPWP funding is Federal and is provided by the US Department of Transportation, Federal Highway Administration, and Federal Transit Administration. As such, most funding is available for projects with a transportation nexus, including transportation planning, land use planning, and stormwater planning. UPWP projects are conceptual in nature and funding is for planning assistance only, which excludes the cost of municipal employees, detailed design or engineering, right-of-way acquisition, construction, and capital implementation. Requests for assistance can be for consultant-managed projects or CCRPC-staff technical assistance. The UPWP is concurrent with the City's fiscal year.

UPWP projects require a 20% local cash match from a non-federal source. Regionally-significant projects usually do not require a cash match. Technical assistance projects that can be completed by CCRPC staff usually do not require a cash match, but may be charged \$50 per hour if work exceeds more than 12-hours of staff time.

The UPWP process requires project applications to be submitted (and were submitted) by January 17, 2025. All applications and local match estimates must be presented to and approved by the local governing body by the end of March 2024. The purpose of this meeting is to inform the community of these projects, solicit public comments, and confirm the City's intent to allocate the local match through the upcoming budget process.

The CCRPC's UPWP Committee reviews all countywide applications in March 2025 and anticipates CCRPC Board Approval in May 2025. Additional information on the UPWP can be found on the CCRPC's website: <https://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finances/>

Project Candidates and Local Match Requirements

The City currently has ten ongoing UPWP projects (Attachment 6). This year, the City has submitted a request for a project that does not require any local match, and one that does. A summary of the requests is shown below. The full applications are included in Attachments 1 through 5.

PROJECT		DESCRIPTION	MATCH AMOUNT & SOURCE
Technical Assistance	Battery Street Interim Solutions	The Battery Street Corridor Scoping Study identified key areas for improvement, particularly focusing on separated bike lanes and a lane reduction, with City staff developing interim designs that optimize the existing space before major improvements are made. This project seeks funding for technical assistance specifically to refine intersection designs, traffic flow, signal timing, and bike lane integration for the interim solution, with no additional phases planned.	n/a
New Projects	Transportation Plan for the City of Burlington	This multi-year project will assess Burlington's transportation needs and develop the Transportation element of the Comprehensive Plan, evaluating roadways, traffic, transit, connectivity, and mode share. Building on previous plans, it will involve public outreach, workshops, and data collection, with outcomes including goals, pilot projects, and an evaluation framework. The project will align with the Office of City Planning's and Parks' Comprehensive Plan updates, ensuring equitable access to parks and coordinating public engagement for all three plans. This project will also include a Parks-specific component that evaluates access to and from parks throughout the City.	\$50,000 Transportation Capital (Transportation Component) \$10,000 from Penny for Parks (Parks Component)

Counts & Inventories	Pavement inspections	1/3 of the system – recurring annual request	n/a
	Traffic counts and ped/bike counts	Various locations determined by DPW to measure traffic calming impacts, identify baseline data for future projects, and/or establish baseline data	n/a

Attachments

1. Battery Street Interim Solutions UPWP Application
2. Transportation Plan for the City of Burlington UPWP Application
3. Inventory Request Form
4. Turning Movement Request Form
5. Traffic Count (ATR) Request Form
6. List of Burlington's Ongoing UPWP Projects

PROJECT APPLICATION FORM

FY2026 Unified Planning Work Program

Applications should be **no longer than 6 pages** – this does not include any maps or letters of support for the project(s). Please provide documentation from your governing body/board to confirm that you have the local funding and staff availability to work on the proposed projects.

A Project Application Form must be submitted for each project. If you are submitting more than one application, please show the priority order of each project. There are separate forms to request transportation counts and infrastructure inventories. The deadline for submissions is Friday, January 17, 2025. Please email completed forms in Word format to mdistel@ccrpcvt.org. All forms can be found on the CCRPC website: <https://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finance/>.

1. GENERAL INFORMATION

Submitted by (Name, Title): Phillip Peterson PE, Senior Transportation Planner
Municipality/Agency/Organization: City of Burlington, Department of Public Works
Telephone: (802)598-8356
Email: ppeterson@burlingtonvt.gov

2. PROJECT INFORMATION

Project Title: Battery Street Interim Solutions Technical Assistance

Project Location: *Attach map if needed*

Project Description and Expected Outcomes (250 words max):

The Battery Street Corridor Scoping Study identified key areas for improvement, particularly focusing on separated bike lane facilities and a lane reduction on Battery Street. This project will address technical challenges at intersections to reconfigure the Battery Street within the existing curb-to-curb width using the traffic configuration from the Battery Street Scoping Study's preferred alternative. The purpose of this project is to support interim, short-term design solutions on Battery Street. This application requests funding for technical assistance to refine intersection designs and further define the appropriate traffic signal timing and signal equipment required.

This project will focus on addressing intersection-related issues along Battery Street, with City Staff developing designs for bike lanes. Funding is requested specifically for technical assistance to address challenges at key intersections, including traffic flow, signal timing, and bike lane integration. This is a one-phase effort with no additional phases planned at this time.

3. PROJECT COSTS & MATCH REQUIREMENT

Please see the **FY26 UPWP PROGRAM SUMMARY** and the **Technical Assistance and GIS Pricing Policy** for a description of match requirements and check below to get an idea of which applies to your proposal. If matching funds are required, **municipalities** should attach a letter of support from their governing body to show that they have the required local match and staff availability. **Non-municipal transportation partners** should include a letter from their Board or other governing body that shows their support and commitment to providing the matching funds.

- **Transportation-Related Projects (Federal Transportation Planning Funds)**
 - Transportation and transportation-related land use and water quality projects – 20% non-

federal cash match required.

- The CCRPC may waive the local match requirement for municipal projects deemed to be regionally significant.
- Transportation Technical Assistance – no local match required.
- Non-Municipal Transportation Partner – 20% non-federal cash match required.

For PL funded transportation projects requiring consultants or for non-municipal partners:

Total Project Cost Estimate (100%)	\$
Local Match Required (20% of Total Cost)	\$

Examples:

	<i>Example 1</i>	<i>Example 2</i>	<i>Example 3</i>
<i>Total Project (100%)</i>	<i>\$25,000</i>	<i>\$50,000</i>	<i>\$75,000</i>
<i>Local Match (20%)</i>	<i>\$5,000</i>	<i>\$10,000</i>	<i>\$15,000</i>

- **Land Use and Energy Implementation Assistance (ineligible for federal transportation funding)**
 - Non-transportation projects (including municipal plans and bylaws) – This is a fee-for-service program. There is no fee for projects requiring less than 12 hours of CCRPC staff time. Projects over 12 hours will be charged a rate of \$70 per hour. We encourage municipalities to also seek [Municipal Planning Grants](#).
 - Energy Implementation Assistance – this program provides CCRPC staff assistance to the municipality. Depending upon state grant requirements, this may have no local match requirement.

Is the project request for CCRPC staff assistance only? (Yes/No)	Yes
CCRPC staff hours requested:	80

For Non-Transportation Land Use Project Requests, please contact Taylor Newton (TNewton@ccrpcvt.org, (802) 846-4490 ext. 115 to discuss project and budget needs.

For Non-Transportation Water Quality Project Requests, please contact Dan Albrecht (dalbrecht@ccrpcvt.org, (802) 861-0133 to discuss project and budget needs.

4. PUBLIC MEETING REQUIREMENT

All **municipal** applications (local or regional), including match amounts, must be presented to, and approved by the governing body at a warned public meeting by the end of March 2025. **Non-municipal transportation partners** are not required to have a public meeting, but their applications should be approved by their Board or similar governing body. If available, please provide documentation by the January 17, 2025 deadline. The public meeting requirement is not applicable for Transportation Technical Assistance projects.

5. BENEFITS TO REGIONAL AND LOCAL PLANNING (please keep your responses brief)

- Identify at least one of the CCRPC's top 10 actions or 8 ECOS strategies that this project will address (you can find them at http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf).
 - Focusing on integrating bike lanes along Battery Street, this project significantly enhances Burlington's bike network, creating safer and more accessible options for cyclists. Intersection design improvements and optimized signal timing will promote smoother traffic flow, reduce conflicts between cyclists and vehicles, and encourage more residents to choose biking as a sustainable mode of transportation.
 - It also aligns with **ECOS Top 10 Action #5**: "*Invest in infrastructure improvements in areas planned for growth, aligning with the principles of complete streets.*" By addressing technical challenges at intersections and ensuring the functionality of bike lanes, this project supports a connected and complete bike network, improving multimodal access and safety along a key city corridor.
 - These improvements will not only bolster the city's commitment to sustainability and reduced greenhouse gas emissions but also encourage active transportation and enhance the quality of life for Burlington residents.
- Explain how the need for this project is documented. Is it a part of a local plan, or is it a newly identified need? Please give details.

The need for this project is documented in the Battery Street Corridor Scoping Study, which includes improving corridor and intersections safety for all users, enhancing comfort and accessibility for pedestrians, providing end-to-end separated bike facilities, integrating street ecology, and providing acceptable mobility for all mode of transportation along Battery Street. Additionally, the need aligns with local planning efforts to enhance multimodal transportation and connectivity, particularly with initiatives such as the Great Streets Main Street, Great Streets Bank & Cherry, and Railyard Enterprise projects.
- Please briefly describe how the project benefits the community.

The project benefits the community by improving traffic safety, mobility, and access for all modes of transportation. Addressing the intersection issues will reduce conflict zones to enhance safety, benefiting commuters, cyclists, and pedestrians. Additionally, the project supports the ongoing efforts to create a more connected, sustainable downtown, contributing to a more vibrant, accessible, and safe urban environment. These improvements align with broader goals of enhancing the community's quality of life and fostering economic vitality.
- Does this project require any public engagement? YES: NO: ☒ X
For transportation technical assistance requests and projects that do not involve public engagement, please skip Section 6: Equity and Public Participation. Examples of these projects include but are not limited to technical assistance requests (speed studies, road safety audits, signal timings, etc.); water quality projects with transportation nexus; and stormwater and other data gathering for municipal capital planning purposes.

6. EQUITY AND PUBLIC PARTICIPATION

Please check CCRPC's 2014 (amended 2017) Public Participation Plan for resources:

http://www.ccrpcvt.org/wp-content/uploads/2016/01/CCRPC_2014_PPP_Amended_2017.pdf

-
- What historically excluded and/or underserved populations are in the project area or might be impacted by the study? Please be specific.
 - How might this project create, ignore, or worsen existing equity gaps, or lead to other unintended impacts? Describe how this project can help increase racial, economic, or other forms of equity.
 - What public outreach and engagement tools will you use to make sure all population groups are aware of and can participate in the project? What additional outreach and engagement tools will you use to reach historically excluded or underserved populations?
 - Describe how your budget and timeline include the capacity to support a thorough public participation process.
 - How will the public participation process include the voices of marginalized community members, or be informed by past engagement efforts? List any partners you will work with to ensure your project reflects the voices of people most likely to be impacted.

PROJECT APPLICATION FORM

FY2026 Unified Planning Work Program

Applications should be **no longer than 6 pages** – this does not include any maps or letters of support for the project(s). Please provide documentation from your governing body/board to confirm that you have the local funding and staff availability to work on the proposed projects.

A Project Application Form must be submitted for each project. If you are submitting more than one application, please show the priority order of each project. There are separate forms to request transportation counts and infrastructure inventories. The deadline for submissions is Friday, January 17, 2025. Please email completed forms in Word format to mdistel@ccrpcvt.org. All forms can be found on the CCRPC website: <https://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finance/>.

1. GENERAL INFORMATION

Submitted by (Name, Title): Phillip Peterson PE, Senior Transportation Planner

Municipality/Agency/Organization: City of Burlington, Department of Public Works (DPW)

Telephone: (802)598-8356

Email: ppeterson@burlingtonvt.gov

2. PROJECT INFORMATION

Project Title: Transportation Plan for the City of Burlington

Project Location: *Attach map if needed*

Project Description and Expected Outcomes (250 words max):

This project will be a multi-year effort to comprehensively assess Burlington's transportation needs, culminating in the Transportation element of the city's Comprehensive Plan. The analysis will evaluate the roadway network, traffic capacity, intersection configurations, transit needs, connectivity to parks, and mode share. It will build off earlier transportation plans, such as planBTV Walk Bike Action Plan, planBTV NNE, BSD School Travel Plan, the Downtown Parking and Transportation Management Plan, and the Universal Access Assessment Report for Burlington parks. Public involvement is central to this project. A Public Involvement Plan will include branding, outreach strategies, and visioning workshops to develop scenarios for Burlington's future. Outcomes include specific goals and strategies to implement Burlington's preferred scenario, three consultant-led pilot projects, and a robust data collection and evaluation framework.

This project will be concurrent with the Office of City Planning's (OCP) Comprehensive Plan update and the Parks' Comprehensive Plan update. The Parks Department will co-manage a portion of the UPWP project with DPW to ensure parks are equitable destinations accessible by all transportation modes. OCP's Comprehensive Plan will identify the housing and growth projections to align the transportation scenarios evaluated by this UPWP project. Public engagement will occur in tandem for these concurrent Comprehensive Plan updates (Transportation, OCP, and Parks).

3. PROJECT COSTS & MATCH REQUIREMENT

Please see the **FY26 UPWP PROGRAM SUMMARY** and the **Technical Assistance and GIS Pricing Policy** for a description of match requirements and check below to get an idea of which applies to your

proposal. If matching funds are required, **municipalities** should attach a letter of support from their governing body to show that they have the required local match and staff availability. **Non-municipal transportation partners** should include a letter from their Board or other governing body that shows their support and commitment to providing the matching funds.

- **Transportation-Related Projects (Federal Transportation Planning Funds)**

- Transportation and transportation-related land use and water quality projects – 20% non-federal cash match required.
- The CCRPC may waive the local match requirement for municipal projects deemed to be regionally significant.
- Transportation Technical Assistance – no local match required.
- Non-Municipal Transportation Partner – 20% non-federal cash match required.

For PL funded transportation projects requiring consultants or for non-municipal partners:

Total Project Cost Estimate (100%)	\$300,000
Local Match Required (20% of Total Cost)	\$60,000

Examples:

	<i>Example 1</i>	<i>Example 2</i>	<i>Example 3</i>
<i>Total Project (100%)</i>	<i>\$25,000</i>	<i>\$50,000</i>	<i>\$75,000</i>
<i>Local Match (20%)</i>	<i>\$5,000</i>	<i>\$10,000</i>	<i>\$15,000</i>

- **Land Use and Energy Implementation Assistance (ineligible for federal transportation funding)**

- Non-transportation projects (including municipal plans and bylaws) – This is a fee-for-service program. There is no fee for projects requiring less than 12 hours of CCRPC staff time. Projects over 12 hours will be charged a rate of \$70 per hour. We encourage municipalities to also seek [Municipal Planning Grants](#).
- Energy Implementation Assistance – this program provides CCRPC staff assistance to the municipality. Depending upon state grant requirements, this may have no local match requirement.

Is the project request for CCRPC staff assistance only? (Yes/No)	No
CCRPC staff hours requested:	N/A

For Non-Transportation Land Use Project Requests, please contact Taylor Newton (TNewton@ccrpcvt.org, (802) 846-4490 ext. 115 to discuss project and budget needs.

For Non-Transportation Water Quality Project Requests, please contact Dan Albrecht (dalbrecht@ccrpcvt.org, (802) 861-0133 to discuss project and budget needs.

4. PUBLIC MEETING REQUIREMENT

All **municipal** applications (local or regional), including match amounts, must be presented to, and approved by the governing body at a warned public meeting by the end of March 2025. **Non-municipal transportation partners** are not required to have a public meeting, but their applications should be

approved by their Board or similar governing body. If available, please provide documentation by the January 17, 2025 deadline. The public meeting requirement is not applicable for Transportation Technical Assistance projects.

5. BENEFITS TO REGIONAL AND LOCAL PLANNING (please keep your responses brief)

- Identify at least one of the CCRPC's top 10 actions or 8 ECOS strategies that this project will address (you can find them at http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf).
 - This project will promote smart, multi-modal development in designated growth areas, enhancing transportation infrastructure to support concentrated development. (Top 10 Action #1)
 - Additionally, the project emphasizes equity by engaging historically underserved populations in the planning process, ensuring that this process is inclusive of all and engages underrepresented populations (ECOS strategy #8)
 - Increase opportunity for every person in our community to achieve optimal health and personal safety. (Strategy #5)
- Explain how the need for this project is documented. Is it a part of a local plan, or is it a newly identified need? Please give details.

The need for this project is well-documented in several local plans and studies, as well as through ongoing community feedback and recognized gaps in transportation equity.

 - **planBTV Walk Bike Action Plan:** This ongoing plan highlights the need for enhanced pedestrian and bicycle infrastructure, particularly in underserved neighborhoods. It identifies key areas for improvement in mobility, safety, and access, directly aligning with the goals of this project.
 - **BSD School Travel Plan:** Identifies the need for safer routes to schools, especially for youth in neighborhoods with limited transportation options.
 - **Downtown Parking and Transportation Management Plan:** This plan highlights issues with congestion, limited parking, and the need for a more multimodal transportation system in downtown Burlington.
 - **Community Feedback:** Ongoing engagement has consistently highlighted concerns regarding transportation accessibility, safety, and equity, particularly for transit-dependent, low-income, and disabled residents.
 - The project builds on these established needs and documents, aiming to address both existing transportation challenges and emerging demands, ensuring it aligns with broader city planning goals.
- Please briefly describe how the project benefits the community.

The big picture is that Burlington's current transportation plan, dating back to 2011, is outdated and no longer meets the evolving needs of the community. Since then, there have been significant changes in population growth, housing forecasts and development, and transportation design standards, technology, as well as growing awareness of equity and sustainability issues. This project aims to update the transportation plan to reflect current realities, including the need for safer, more accessible transportation options, particularly for historically underserved groups. It will also improve resident's access to park facilities and open space. By updating the plan, we will address emerging transportation challenges, prioritize equity, and create a forward-looking strategy that supports the city's goals for the future.
- Does this project require any public engagement? YES: X NO:

For transportation technical assistance requests and projects that do not involve public engagement, please skip Section 6: Equity and Public Participation. Examples of these projects include but are not limited to technical assistance requests (speed studies, road safety audits, signal timings, etc.); water quality projects with transportation nexus; and stormwater and other data gathering for municipal capital planning purposes.

6. EQUITY AND PUBLIC PARTICIPATION

Please check CCRPC's 2014 (amended 2017) Public Participation Plan for resources:

https://www.ccrpcvt.org/wp-content/uploads/2016/01/CCRPC_2014_PPP_Amended_2017.pdf

- What historically excluded and/or underserved populations are in the project area or might be impacted by the study? Please be specific.

The study area includes low-income households, particularly in the Old North End, New Americans, BIPOC communities, individuals with disabilities, youth, older adults, and transit-dependent residents. These groups face barriers to safe, accessible, and equitable transportation options. Addressing these needs is critical for ensuring that improvements benefit historically excluded and underserved populations.

- How might this project create, ignore, or worsen existing equity gaps, or lead to other unintended impacts? Describe how this project can help increase racial, economic, or other forms of equity.

This project has the potential to address existing equity gaps by prioritizing investments in underserved neighborhoods, such as the Old North End, where low-income households, BIPOC residents, and New Americans face transportation barriers. The study will use demographic and socio-economic data to ensure decisions are data-driven and focused on reducing racial and economic disparities in access to safe and reliable transportation.

Failing to center equity in the planning process could risk ignoring the needs of vulnerable populations, exacerbating disparities in mobility, safety, and accessibility. For instance, infrastructure improvements that prioritize higher-income areas or auto-centric solutions could leave transit-dependent and walking or biking residents underserved.

To increase equity, this project will prioritize inclusive public engagement to ensure all voices are heard, particularly those historically excluded from decision-making. Targeted strategies like traffic calming in underserved areas, improved transit access, and infrastructure upgrades for pedestrians and cyclists will directly benefit those most in need. Pilot projects, such as pedestrian-only streets, will be designed to promote accessibility and inclusivity.

By focusing on equitable solutions, this project can create a more connected and inclusive transportation network that serves all Burlington residents, regardless of race, income, or ability.

- What public outreach and engagement tools will you use to make sure all population groups are aware of and can participate in the project? What additional outreach and engagement tools will you use to reach historically excluded or underserved populations?

To ensure all population groups are aware of and can participate in the project, we will use a variety of inclusive public outreach and engagement tools, including:

1. **Public Meetings and Workshops:** Accessible both in-person and virtually, with translation services included to accommodate New Americans and non-English speakers.

2. **Targeted Social Media Campaigns:** Leveraging platforms widely used in Burlington to share project updates, solicit feedback, and promote participation.
3. **Flyers and Posters:** Distributed at community hubs, such as schools, libraries, grocery stores, and transit stops, with information in multiple languages.
4. **Surveys:** Available online and on paper, with simplified language and translated versions to ensure accessibility for all residents.
5. **Neighborhood Outreach:** Partnering with local organizations, such as the Racial Equity Inclusion and Belonging (REIB) Office and community groups, to engage residents directly in historically underserved neighborhoods like the Old North End.
6. **Community Liaisons:** Engaging trusted leaders within underserved populations to serve as liaisons and advocates for participation.
7. **Pop-Up Events:** Held at locations frequented by low-income, transit-dependent, and BIPOC residents, such as parks, food pantries, transit hubs, and cultural events.

These tools, combined with a focus on building relationships and trust within historically excluded communities, will ensure meaningful participation and representation throughout the project.

- Describe how your budget and timeline include the capacity to support a thorough public participation process.

Public participation will be a cornerstone of this plan and is built into the budget and timeline from the start. By coordinating this project with OCP's Comprehensive Plan and Parks' Comprehensive Plan, the City will unify planning efforts to engage the public in a meaningful, holistic way and limit public engagement fatigue. We expect this project to span multiple fiscal years, leaving significant time for engagement throughout the process.

- How will the public participation process include the voices of marginalized community members, or be informed by past engagement efforts? List any partners you will work with to ensure your project reflects the voices of people most likely to be impacted.

The project will ensure accessibility through translated materials, outreach in culturally relevant formats, and partnerships with trusted community organizations. Partners will include:

- **Racial Equity Inclusion and Belonging (REIB) Office:** To ensure outreach reflects equity and inclusion priorities.
- **Community Organizations:** Groups such as AALV (formerly the Association of Africans Living in Vermont), Trusted Community Voices (TCV), Spectrum Youth & Family Services, and CVOEO to connect with New Americans, low-income households, and other vulnerable populations.
- **Green Mountain Transit (GMT):** To engage transit-dependent residents.
- **Local Schools:** Including BSD, to incorporate insights from families and youth.
- **Neighborhood Planning Assemblies (NPAs):** For direct engagement in impacted areas.

Engagement tools will include focus groups, workshops in marginalized communities, and the use of community liaisons to amplify underrepresented voices. The process will draw from lessons learned in

past projects, emphasizing transparency, trust-building, and actionable outcomes. This approach ensures the project reflects the priorities and lived experiences of those most impacted by transportation inequities.

INVENTORY REQUEST FORM

FY2026 Unified Planning Work Program

Please submit one form per inventory request. Forms should be emailed as a Word attachment to: mdistel@ccrpcvt.org. This form can be downloaded from the CCRPC website at: ccrpcvt.org/annual-work-plan.

Submitted by (Name, Title)	Jack Keller PE, Public Works Engineer
Municipality/Agency/Organization:	Burlington, Department of Public Works
Telephone	(802)829-6046
Email	Jckeller@burlingtonvt.gov
Date of Submittal	1/17/2025

TYPE OF INVENTORY:

Sidewalks	☐	Any time sensitive restrictions to be aware of? (paving of roads or other planned construction projects)
Signs	☐	
Culverts	☐	Yes ☐ No ☐
Pavement (using PAVER software)	☒	If yes, please list segments: Pavement inventory of 1/3 of the City's Street network for Paver, input inspections into City's current Paver Database. No other changes required to the database.
Other	☐	Please describe the requested inventory:

Other Comments (are there any changes to the existing pre-defined data model?)

TURNING MOVEMENT COUNT REQUEST FORM FY2026 Unified Planning Work Program

Please submit one form per count request. Forms should be emailed as a Word attachment to: mdistel@ccrpcvt.org. This form can be downloaded from the CCRPC website at: ccrpcvt.org/annual-work-plan.

Submitted by (Name, Title)	Julia Ursaki, Public Works Engineer
Municipality/Agency/Organization:	Burlington Department of Public Works
Telephone	802-809-1355
Email	Jursaki@burlingtonvt.gov
Date of Submittal	1/17/2025

Location (Please be as specific as possible. Feel free to attach maps)
Murray St/Allen St* North Ave/Northgate Rd* S Union St/St Paul St (BURL119)

Peak Hour (7-9 am, 4-6 pm)	☒	Should this count be completed during the academic school year? If so, when does your local school end? When is the last date of regular school bus travel?
12 hour (6 am – 6 pm)	☐	
Custom (describe below)	☐	Yes ☐ No ☐

*indicates a count during school year (last day June 12)

Other Comments (are there specific dates, unique turning movements, or variables you would like to capture?)

TRAFFIC COUNT (ATR) REQUEST FORM

FY2026 Unified Planning Work Program

Please submit one form per count request. Forms should be emailed as a Word attachment to: mdistel@ccrpcvt.org. This form can be downloaded from the CCRPC website at: ccrpcvt.org/annual-work-plan

Submitted by (Name, Title)	Julia Ursaki, Public Works Engineer
Municipality/Agency/Organization:	Burlington Department of Public Works
Telephone	802-809-1355
Email	Jursaki@burlingtonvt.gov
Date of Submittal	1/17/2025

Location (Please be as specific as possible. Feel free to attach maps)
Roundabout Approaches* – Ledge, Shelburne Rd, Locust, St Paul, S Willard (May or June as possible) Battery St (near Hilton) N Winooski (BURL43) Intervale Ave, near Spring Street Grant Street (BURL101) Myrtle Street, middle of the block Mansfield Ave (BURL116) Maple St Barley Road*, small section between North Ave and Turf Road Morse Pl, between Pine St and Foster St Henry St, middle of the block Brierwood Ln, between Stanbury and Balsam

7 Day (including weekends)	☒	Should this count be completed during the academic school year? (If so, when does your local school end? When is the last date of regular school bus travel?)
Custom (Minimum of 48 hrs – note below)	☐	
		Yes ☐ No ☐
		*indicates a count during school year (last day June 12)

Other Comments (are there specific dates, or variables you would like to capture?)

List of all Burlington UPWP Projects

Last Updated

2/6/2025

(does not include count and inventory requests)

Name	Description	Department	Start
planBTV: New North End	The Comprehensive Plan's Future Land Use Map identifies the North Avenue corridor as an area to grow. This NNE plan will build off of work completed in this part of the city before, including the 2015 North Avenue Corridor Study, and provide direction on how to prioritize tens of millions of dollars of identified capital investments as the neighborhood evolves to be denser, and more walkable and transit accessible.	Planning	Jul-24
Burlington Impact Fee Study – Revision & Expansion	The City of Burlington will be undertaking a comprehensive revision to its current impact fees and regulations. The City wishes to expand current traffic impact fees to also include Multi-modal Transportation (vehicular, bicycle and pedestrian modes, transit and parking) investments. The City is seeking funding from the UPWP to cover the costs associated with the new MultiModal Transportation portion of this effort.	DPW	Jul-21
Burlington South End Multimodal Facility and TOD Scoping Study	This project builds on the recently completed "Burlington South End Multimodal Feasibility Study" and focuses in TOD planning in Burlington's South End.	CEDO/DPW	Feb-23
South End Traffic Analysis	The City of Burlington requests technical assistance from the CCRPC to collaborate with City staff to develop an approach and then execute a traffic study of Burlington's South End that accounts for numerous changes in the area including the Champlain Parkway, South End Innovation District (SEID), the Shelburne Street roundabout, and others.	DPW	Complete
Battery Street Corridor Study	The Battery Street Corridor Study will identify improvements to support all modes of transportation, adjacent parks, adjacent businesses, stormwater, and enhance the street as a gateway between the downtown and waterfront districts.	DPW	Jul-22
Shelburne St / Home Ave Intersection Scoping	This project will scope the alternative options and select a preferred alternative to improve safety and efficiency at this heavily traveled intersection, as this is identified as a VTrans high-crash location based on 2012-2016 crash records.	DPW	Complete
Northern Waterfront Connectivity	This project will engage the community and adjacent landowners to scope the alternatives, identify opportunities and constraints, and identify the preferred alternatives and cost estimates to fill gaps in the sidewalk and path network for improved connections to the northern waterfront.	CEDO	Complete
Cottage Grove, Stanbury Road, and Green Acres Drive Sidewalk Scoping	This project will work with a consultant to develop a scoping report to facilitate development of sidewalks within the New North End of Burlington, VT. The project will consult the community to scope and select preferred designs for sidewalks on at least one side of three city streets: Cottage Grove, Stanbury Road, and Green Acres Drive.	DPW	Jul-23
VT 127 Shared Use Path Scoping & Feasibility Study	This project will complete scoping for new access points to and from the 127 path, assess the feasibility of widening the path, and assess the crash history of vehicles from SR 127 striking the fence that separates the roadway from the path.	Parks	Jul-23
Burlington Main Street Scoping Study	This study will bring together prior plans, current construction projects, and new analysis to scope a protected bicycle facility for the Main Street corridor, from Winooski Avenue to East Avenue. It will include scoping of the East Ave/Spear Street "jughandle" intersection and is supported by the City of South Burlington.	DPW	Anticipate start Spring 2025
Right-of-Way Condition Inventory for Stormwater Retrofit Feasibility – Phase 4 (Burlington) -	This project would be the fourth and final Phase of a multiyear project creating a city wide sub-surface right-of-way condition inventory. This inventory utilizes GIS desktop analyses in conjunction with dig-safe ground truthing and soil borings to determine the suitability of implementing stormwater practices. Wards 4 and 7 would be the areas covered under Phase 4.	DPW	Jul-24
PlanBTV Walk/Bike Action Plan	Burlington's new PlanBTV Walk Bike Action Plan will update the existing 2017 Plan BTV Walk Bike plan by taking a deep dive into quantifiable data and robust public engagement with underserved populations to identify explicit projects that will have the largest impact on the goal of eliminating traffic fatalities and severe injuries.	DPW	Nov-23



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Burlington, VT 05401
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

To: DPW Commissioners
Fr: Chapin Spencer, Director (cspencer@burlingtonvt.gov)
Re: **DPW Director's Report**
Date: February 19, 2025

WINTER STORM ALERT

A large winter storm is coming this weekend and we are proactively calling a parking ban today for this coming Sunday night (2-16-25). Please spread the word. The more cars that are off the street, the better we can do our job cleaning streets, sidewalks and bike lanes.

CAPITAL BOND REQUESTS ON 2025 TMD BALLOT

At its January 27 meeting, the City Council unanimously approved putting the three proposed capital bond items on the March 4, 2025 Town Meeting Day ballot. so that we can better steward the City's aging infrastructure. The three ballot items are:

- Water Bond – \$20M focusing on repairs and improvements to our drinking water infrastructure – mainly upgrades to the reservoir and its related pump station. Our webpage on this work is: <https://burlingtonvt.gov/2025waterbonds>
- Lake Bond – \$152M focusing on a generational overhaul of our wastewater treatment plants as well as critical repairs to our wastewater and stormwater collection systems. Our webpage on this work is: <https://burlingtonvt.gov/2025waterbonds>
- General Obligation Bond – Approximately \$20M focusing on repairing and upgrading our streets, sidewalks, parks, fleet and other core municipal assets. The new webpage on this bond is: <https://www.burlingtonvt.gov/910/BTV-Thrives>

We have reduced the requested bond amounts for the Water Bond from \$21M to \$20M and the Lake Bond from \$214M to \$152M based on public and Council feedback to phase this work. It is important to note that this phasing approach will require subsequent bond requests in 2027 or 2028 as key elements of the overall resiliency work are now not included in this current 2025 bond request. In order to offer the Commission and the public an additional forum to ask any questions about these bond requests prior to Town Meeting Day, we have put an agenda item on the February Commission meeting agenda. More info: Rob Goulding, rgoulding@burlingtonvt.gov.

FIRST STEP IN WASTEWATER PLANT UPGRADES UNDERWAY

The pre-construction meeting took place this week for major upgrades to the headworks at Burlington's three wastewater plants. This \$18M project (construction and soft costs) will overhaul the screening process which is the first step in the wastewater plant treatment train. This work is being paid for out of the 2018 Clean Water Resiliency Plan bond authorization. This work is being considered "Stage 0" of the comprehensive upgrade to our wastewater plants. The next stage, Stage 1, will be funded by the Lake Bond, described above, if approved by voters on Town Meeting Day. I am pleased to report that staff's continued efforts to pursue grant funding for this work, and thus limit the impact on ratepayers, has had an early success. The City was awarded a \$3.2M pollution control grant from Vermont Department of Environmental Conservation to support Stage 0, which will reduce the overall amount the City will need to borrow to complete this work. More info: Megan Moir, mmoir@burlingtonvt.gov.

201 FLYNN AVENUE ACQUISITION COMPLETED

The City purchased 201 Flynn Avenue from Chittenden Solid Waste District (CSWD) on January 31, 2025. CSWD purchased the property in 2001 to establish a drop off center in Burlington. Because of the Champlain Parkway's delayed timeline and CSWD's eventual determination that the parcel is not as well suited for a regional drop off center as was originally envisioned, CSWD sought to sell the property. Over the last 10 years, Burlington made many option payments to preserve the right to purchase the property for our own soil management and storage activities. DPW aims to start constructing the soil management area later this year. Once up and running, the soil management operation at 339 Pine can be relocated to 201 Flynn and allow CSWD's current Burlington Drop Off Center to be expanded at 339 Pine Street. More info: Lee Perry, lperry@burlingtonvt.gov.

BATTERY STREET CORRIDOR STUDY PREFERRED ALTERNATIVE

The Battery Street corridor study initiative has made good progress and has a proposed preferred alternative to improve the safety and accessibility for all users along the corridor. The preferred alternative includes a proposed two-way separated bike lanes on the west side of the street, tighter intersections with shorter crosswalks, and space for Great Streets design elements like green stormwater infrastructure, healthy street trees, benches and public art. The project website is at: <https://www.ccrpcvt.org/our-work/transportation/current-projects/corridors-circulation/battery-street-corridor-scoping-study/>. While there isn't a required Commission approval of the preferred design concept at this stage, given that the Commission will need to make regulatory changes to parking and traffic to implement the design in the future, we will be seeking the Commission's feedback at the March 2025 meeting before going to City Council for their formal approval of the preferred alternative. More info: Phillip Peterson, ppeterson@burlingtonvt.gov.

REGIONAL BIKE SHARE

The regional bike share vendor Bird notified the Chittenden Area Transportation Management Association (CATMA) that they are not returning to our region in 2025. DPW staff have discussed this with CATMA and other stakeholders. Given there is not enough time to procure a new service for 2025 and there is a local business who wants to see if they can expand their operation into a point to point bike share operation, the bike share partners are planning to take 2025 as a planning year and evaluate next steps over the course of the year. More info: Julia Ursaki, jursaki@burlingtonvt.gov.

See you all next Wednesday!