



CITY OF BURLINGTON, VERMONT
CITY COUNCIL TRANSPORTATION, ENERGY & UTILITIES COMMITTEE

c/o Department of Public Works
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Councilor Jack Hanson, Chair, *East District*
Councilor Jane Stromberg, *Ward 8*
Councilor Mark Barlow, *North District*

Inquiries:
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Transportation, Energy and Utilities Committee of the City Council
Tuesday, August 24, 2021 5:00 PM

DPW Front Conference Room
645 Pine St, Burlington, VT 05482
Masks are recommended

To join or watch remotely:

Join via Zoom, <https://us02web.zoom.us/j/84603122855>

To call into the meeting, including to speak during public comment:

Phone number: 312-626-6799 and Webinar ID: 846 0312 2855

–DRAFT AGENDA–

- 1. Agenda**
- 2. Minutes of 7/27/2021**
- 3. Public Forum**
- 4. Sustainable Infrastructure Plan**
 - Martha Keenan, Capital & Special Projects Director
 - Action
- 5. Parking Services Integration Update**
 - Jeff Padgett, Division Director - Parking & Traffic
 - Information
- 6. Solar Setbacks**
 - Steven Locke, BFD Chief Engineer
 - Matt Stone, Fire Marshal
 - Derek Libby, Deputy Chief
 - Information, possible action
- 7. Director's Report**
- 8. Councilors' Update**
- 9. Next Meeting 9/28/2021**
- 10. Adjourn**

FISCAL YEAR 2023 - 2025 SUSTAINABLE INFRASTRUCTURE PLAN - DRAFT 7-30-21

Sum of Budget		Column Labels										
Row Labels	FY23		FY23 Total	FY24		FY24 Total	FY25		FY25 Total	GRAND TOTALS FY 23 - FY25		
	Revenue	Expenditure		Revenue	Expenditure		Revenue	Expenditure		Total Revenue	Total Expense	Difference
BOND FUNDS												
800 Bond Proceed - 800 Bond Proceeds	\$2,000,000.00	(\$50,000.00)	\$1,950,000.00	\$2,000,000.00		\$2,000,000.00	\$2,000,000.00		\$2,000,000.00	\$6,000,000.00	(\$50,000.00)	\$5,950,000.00
BOND FUNDS Total	\$2,000,000.00	(\$50,000.00)	\$1,950,000.00	\$2,000,000.00		\$2,000,000.00	\$2,000,000.00		\$2,000,000.00	\$6,000,000.00	(\$50,000.00)	\$5,950,000.00
CAPITAL PROJECT MGMT										\$0.00	\$0.00	\$0.00
804 Cap Proj Man - 804 Capital Management		(\$1,456,113.89)	(\$1,456,113.89)		(\$906,113.89)	(\$906,113.89)		(\$906,113.89)	(\$906,113.89)	\$0.00	(\$3,268,341.67)	(\$3,268,341.67)
CAPITAL PROJECT MGMT Total		(\$1,456,113.89)	(\$1,456,113.89)		(\$906,113.89)	(\$906,113.89)		(\$906,113.89)	(\$906,113.89)	\$0.00	(\$3,268,341.67)	(\$3,268,341.67)
CHAMPLAIN PARKWAY										\$0.00	\$0.00	\$0.00
850 Champlain PW - 850 Champlain Parkway	\$12,500,000.00	(\$12,500,000.00)	\$0.00							\$12,500,000.00	(\$12,500,000.00)	\$0.00
CHAMPLAIN PARKWAY Total	\$12,500,000.00	(\$12,500,000.00)	\$0.00							\$12,500,000.00	(\$12,500,000.00)	\$0.00
FACILITIES										\$0.00	\$0.00	\$0.00
810 Facilities - 810 Facilities	\$2,601,295.00	(\$6,543,564.00)	(\$3,942,269.00)		(\$5,565,000.00)	(\$5,565,000.00)		(\$675,000.00)	(\$675,000.00)	\$2,601,295.00	(\$12,783,564.00)	(\$10,182,269.00)
811 City Hall - 811 City Hall		(\$350,000.00)	(\$350,000.00)		(\$5,800,000.00)	(\$5,800,000.00)				\$0.00	(\$6,150,000.00)	(\$6,150,000.00)
FACILITIES Total	\$2,601,295.00	(\$6,893,564.00)	(\$4,292,269.00)		(\$11,365,000.00)	(\$11,365,000.00)		(\$675,000.00)	(\$675,000.00)	\$2,601,295.00	(\$18,933,564.00)	(\$16,332,269.00)
FLEET										\$0.00	\$0.00	\$0.00
802 - Fleet Vehicle Bond Purchase		(\$2,506,250.00)	(\$2,506,250.00)		(\$336,000.00)	(\$336,000.00)		(\$346,750.00)	(\$346,750.00)	\$0.00	(\$3,189,000.00)	(\$3,189,000.00)
802 Fleet - 802 Fleet	\$3,625.28	(\$1,547,221.55)	(\$1,543,596.27)		(\$1,419,312.44)	(\$1,419,312.44)		(\$1,187,070.85)	(\$1,187,070.85)	\$3,625.28	(\$4,153,604.84)	(\$4,149,979.56)
GF TRANSFER FOR LEASES	\$561,000.00		\$561,000.00	\$561,000.00		\$561,000.00	\$561,000.00		\$561,000.00	\$1,683,000.00	\$0.00	\$1,683,000.00
FLEET Total	\$564,625.28	(\$4,053,471.55)	(\$3,488,846.27)	\$561,000.00	(\$1,755,312.44)	(\$1,194,312.44)	\$561,000.00	(\$1,533,820.85)	(\$972,820.85)	\$1,686,625.28	(\$7,342,604.84)	(\$5,655,979.56)
INNOVATION & TECHNOLOGY										\$0.00	\$0.00	\$0.00
803 IT - 803 Innovations & Technology		(\$781,200.00)	(\$781,200.00)		(\$251,200.00)	(\$251,200.00)		(\$306,200.00)	(\$306,200.00)	\$0.00	(\$1,338,600.00)	(\$1,338,600.00)
INNOVATION & TECHNOLOGY Total		(\$781,200.00)	(\$781,200.00)		(\$251,200.00)	(\$251,200.00)		(\$306,200.00)	(\$306,200.00)	\$0.00	(\$1,338,600.00)	(\$1,338,600.00)
OTHER CAPITAL										\$0.00	\$0.00	\$0.00
809 Other Cap - 809 Other Capital	\$100,000.00	(\$7,597,656.90)	(\$7,497,656.90)	\$100,000.00	(\$1,871,128.30)	(\$1,771,128.30)	\$100,000.00	(\$1,161,128.30)	(\$1,061,128.30)	\$300,000.00	(\$10,629,913.50)	(\$10,329,913.50)
OTHER CAPITAL Total	\$100,000.00	(\$7,597,656.90)	(\$7,497,656.90)	\$100,000.00	(\$1,871,128.30)	(\$1,771,128.30)	\$100,000.00	(\$1,161,128.30)	(\$1,061,128.30)	\$300,000.00	(\$10,629,913.50)	(\$10,329,913.50)
PARKS RECREATION & WATERFRONT										\$0.00	\$0.00	\$0.00
830 Parks PFP - 830 Parks PFP	\$607,000.00	(\$692,000.00)	(\$85,000.00)	\$568,000.00	(\$1,473,000.00)	(\$905,000.00)	\$524,000.00	(\$524,000.00)	\$0.00	\$1,699,000.00	(\$2,689,000.00)	(\$990,000.00)
830 Parks SP - 830 Parks Special Projects		(\$4,990,000.00)	(\$4,990,000.00)		(\$735,000.00)	(\$735,000.00)		(\$4,625,000.00)	(\$4,625,000.00)	\$0.00	(\$10,350,000.00)	(\$10,350,000.00)
831 Bike Path - 831 Bike Path Rehabilitation		(\$1,193,750.00)	(\$1,193,750.00)							\$0.00	(\$1,193,750.00)	(\$1,193,750.00)
PARKS RECREATION & WATERFRONT Total	\$607,000.00	(\$6,875,750.00)	(\$6,268,750.00)	\$568,000.00	(\$2,208,000.00)	(\$1,640,000.00)	\$524,000.00	(\$5,149,000.00)	(\$4,625,000.00)	\$1,699,000.00	(\$14,232,750.00)	(\$12,533,750.00)
RAILYARD ENTERPRISE										\$0.00	\$0.00	\$0.00
852 Railyard Ent - 852 Railyard Enterprise	\$452,796.50	(\$503,107.00)	(\$50,310.50)	\$470,796.50	(\$523,107.00)	(\$52,310.50)	\$9,964,912.50	(\$11,072,125.00)	(\$1,107,212.50)	\$10,888,505.50	(\$12,098,339.00)	(\$1,209,833.50)
RAILYARD ENTERPRISE Total	\$452,796.50	(\$503,107.00)	(\$50,310.50)	\$470,796.50	(\$523,107.00)	(\$52,310.50)	\$9,964,912.50	(\$11,072,125.00)	(\$1,107,212.50)	\$10,888,505.50	(\$12,098,339.00)	(\$1,209,833.50)
STREET & SIDEWALK INFRASTRUCTURE										\$0.00	\$0.00	\$0.00
842 Bridge - Bridge Infrastructure	\$420,000.00	(\$1,002,749.50)	(\$582,749.50)	\$210,000.00	(\$2,000,000.00)	(\$1,790,000.00)		(\$2,000,000.00)	(\$2,000,000.00)	\$630,000.00	(\$5,002,749.50)	(\$4,372,749.50)
842 Interdepart - Interdepartmental Project		(\$50,000.00)	(\$50,000.00)							\$0.00	(\$50,000.00)	(\$50,000.00)
842 ROW DPW - 842 ROW/DPW s		(\$200,000.00)	(\$200,000.00)		(\$200,000.00)	(\$200,000.00)	\$250,000.00	(\$1,200,000.00)	(\$950,000.00)	\$250,000.00	(\$1,600,000.00)	(\$1,350,000.00)
842 Sidewalk - 842 Sidewalk Reconstruction	\$250,000.00	(\$1,861,000.00)	(\$1,611,000.00)	\$250,000.00	(\$1,761,000.00)	(\$1,511,000.00)	\$250,000.00	(\$1,761,000.00)	(\$1,511,000.00)	\$750,000.00	(\$5,383,000.00)	(\$4,633,000.00)
842 Street Recon - 842 Street Reconstruction	\$1,677,330.00	(\$2,727,330.00)	(\$1,050,000.00)	\$1,677,330.00	(\$2,627,330.00)	(\$950,000.00)	\$1,677,330.00	(\$2,627,330.00)	(\$950,000.00)	\$5,031,990.00	(\$7,981,990.00)	(\$2,950,000.00)
843 VTRANS Grant - 843 VTRANS Grants	\$5,000.00	(\$55,000.00)	(\$50,000.00)							\$5,000.00	(\$55,000.00)	(\$50,000.00)
STREET & SIDEWALK INFRASTRUCTURE Total	\$2,352,330.00	(\$5,896,079.50)	(\$3,543,749.50)	\$2,137,330.00	(\$6,588,330.00)	(\$4,451,000.00)	\$2,177,330.00	(\$7,588,330.00)	(\$5,411,000.00)	\$6,666,990.00	(\$20,072,739.50)	(\$13,405,749.50)
STREET CAPITAL PROGRAM										\$0.00	\$0.00	\$0.00
840 Street Capital Program - SC	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$7,832,388.00	(\$7,832,388.00)	\$0.00
STREET CAPITAL PROGRAM Total	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$2,610,796.00	(\$2,610,796.00)	\$0.00	\$7,832,388.00	(\$7,832,388.00)	\$0.00
TIF PROJECTS										\$0.00	\$0.00	\$0.00
851 BTC Improve - 851 BTC Public Improvements		(\$2,513,338.00)	(\$2,513,338.00)		(\$2,483,338.00)	(\$2,483,338.00)				\$0.00	(\$4,996,676.00)	(\$4,996,676.00)
855 - Downtown TIF - Main Street	\$9,000,000.00	(\$9,000,000.00)	\$0.00	\$900,000.00	(\$7,707,233.49)	(\$6,807,233.49)				\$9,900,000.00	(\$16,707,233.49)	(\$6,807,233.49)
TIF PROJECTS Total	\$9,000,000.00	(\$11,513,338.00)	(\$2,513,338.00)	\$900,000.00	(\$10,190,571.49)	(\$9,290,571.49)				\$9,900,000.00	(\$21,703,909.49)	(\$11,803,909.49)
TRANSPORTATION PLANNING										\$0.00	\$0.00	\$0.00
841 Transport - Transportation	\$1,184,500.00	(\$3,727,400.00)	(\$2,542,900.00)	\$1,511,900.00	(\$5,560,600.00)	(\$4,048,700.00)		(\$2,460,000.00)	(\$2,460,000.00)	\$2,696,400.00	(\$11,748,000.00)	(\$9,051,600.00)
TRANSPORTATION PLANNING Total	\$1,184,500.00	(\$3,727,400.00)	(\$2,542,900.00)	\$1,511,900.00	(\$5,560,600.00)	(\$4,048,700.00)		(\$2,460,000.00)	(\$2,460,000.00)	\$2,696,400.00	(\$11,748,000.00)	(\$9,051,600.00)
Grand Total	\$33,973,342.78	(\$64,458,476.84)	(\$30,485,134.06)	\$10,859,822.50	(\$43,830,159.12)	(\$32,970,336.62)	\$17,938,038.50	(\$33,462,514.04)	(\$15,524,475.54)	\$62,771,203.78	(\$141,751,150.00)	(\$78,979,946.22)

City of Burlington
Clerk Treasurer's Office

149 Church Street
Burlington, VT 05401

Martha Q. Keenan
Capital & Special Projects Director

Date: August 20, 2021
To: Transportation, Energy and Utility Committee
From: Martha Keenan, Capital & Special Projects Director, Clerk Treasurer's Office
The Capital Committee – Chapin Spencer, Cindi Wight, Norm Baldwin, Sophie Sauve,
Deryk Roach, Brian Pine, Katherine Schad

Subject: Informational - Continuing the Sustainable Infrastructure Plan

REQUEST:

The Capital Committee seeks to provide information and garner support from the Transportation, Energy and Utility Committee for the continuation of the Sustainable Infrastructure Plan and potential request of voters for a General Obligation Bond.

BACKGROUND:

In March 2014 the Mayor presented his goal to create a 10 year Capital Plan by the following Town Meeting Day in 2015. The City created a multi-departmental committee, since named the Capital Committee, to create and understand the Infrastructure Needs of the City of Burlington. In September 2016, the City Council formally accepted the Capital Plan and, among other funding strategies, approved putting a request for \$27,500,000 in General Obligation Bonds to the voters to address the first five years of Capital Reinvestment in the City of Burlington. In November 2016, the voters overwhelmingly approved this request with a 78% vote.

With this support, the City of Burlington has worked hard to address the deferred maintenance of our infrastructure and reinvigorate our City. Together, we have replaced fire trucks, rehabilitated most of the Burlington Greenway, doubled paving and tripled sidewalk production, improved the efficiency and comfort of public buildings and much more. Now is the time to continue the commitment made in September of 2016, update the Capital Plan, and propose a funding strategy that includes another request of the voters for investment in the City's infrastructure.

As in 2016 the current need surpasses the available funding, however, continuing a balanced reinvestment in all of our assets will allow the City of Burlington to maintain its initiative and continue creating a vibrant City.

The opportunities today for reinvestment in our infrastructure are greater than any time in this Administration. With the federal American Rescue Plan and the recently passed Infrastructure Bill, the Capital Committee is looking at what assets can be addressed in the various funding areas. These opportunities as well as a General Obligation Bond will allow us to continue the much needed reinvestment in our infrastructure.

An Equal Opportunity Employer

This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).

If you have any questions, please contact Martha Keenan at mkeenan@burlingtonvt.gov or 802-557-2988.

Burlington Public Works FY'22 Goals and Objectives :: v8-12-21

Our Mission: To steward Burlington's infrastructure and environment by providing efficient, effective and equitable public services



		DPW GOALS			METRICS	DIVISION	COMMISSION ROLE
	OBJECTIVE	Operational Excellence	Exemplary Cust. Serv.	Culture of Innovation			
	DPW-wide Objectives						
1	Go live with asset management program to advance City's data-driven stewardship of City's assets	✓	✓	✓	Fully implement Enterprise Asset Management (EAM) / Computerized Maintenance Management System (CMMS) tool in FY'22.	DPW-wide	Provide feedback on draft plan
2	Continue to close capital funding gaps across asset classes (Water, WW, Stormwater, Fleet, Streets, Sidewalks, Signals, Facilities) by developing and implementing funding strategies with stakeholders	✓			Advance next 3+ year Capital Plan (FY'23-FY'25). Budgeted Funding vs. Actual investments vs. funding targets for each asset class. Service reliability (number of main breaks / year).	DPW-wide	Evaluate and recommend funding strategies
3	Enhance growth opportunities within department through professional development, job shadowing, succession planning, etc. to best position department to meet the future needs of the City	✓	✓	✓	% of staff participating in a professional development opportunity each year. % of positions that are filled internally.	DPW-wide	
4	Increase engagement of under-represented constituencies through enhanced outreach efforts while also ensuring capital project and maintenance prioritization does not inadvertently underinvest in these areas of the community	✓	✓	✓	Implement City's new Equity Toolkit. Capital project, program and maintenance prioritization evaluated for equity. DPW staff and engaged community members reflect the diversity of our city. Be an active participant in reshaping our workplace culture to strengthen equity and inclusion for both internal and external customers.	DPW-wide	
5	Reduce injuries through strengthened safety program that includes active safety committee and online Learning Management System	✓	✓		DPW Safety Team meets monthly. Department meets majority of FY'22 safety goals. Reduction in recordable incidents and lost time injuries. Reduction of late injury reports.	DPW-wide	
6	Expand preventative maintenance program of pavement, pavement markings, sidewalk, guardrails, railings, fences, valves, hydrants, sewer mains, fleet and other infrastructure that has historically not been adequately maintained -- and better prepare the department to maintain new assets	✓			Number of potholes, sewer plugs, main breaks decrease. Percent of fleet PMs to repairs increases. Maintenance crews trained and provided maintenance schedule for new assets. Consider new maintenance worker positions cost shared between General Fund and Water Resources. New Asset Management program will better capture these metrics.	DPW-wide	
7	Provide effective coordination with private projects through project review and coordinated investments	✓	✓		Deptment turns material review in agreed upon timelines. Assists applicants with helpful guidance. Cambrian Rise, 79 Pine St, Cambria Hotel, CityPlace progress according to timelines.	DPW-wide	
	Cross-Division Objectives						
8	Develop engineering standards that will efficiently direct future investments.	✓		✓	First phase of engineering standards compiled in FY'22.	Tech Services, Water Resources	Recommend adoption of standards to Council
9	Improve capital project accounting with enhanced systems, provide leadership in the development of formalized policies and procedures, and transition to multi-year capital budget accounting	✓		✓	Written policies and multi-year capital budgeting in place. Consider structural enhancements to strengthen financial management across divisions.	Tech Services, Water Resources	
10	Advance high priority capital projects (Champlain Parkway, Amtrak, PlanBTV Walk/Bike, Downtown Great Streets) in accordance with project schedules	✓			Projects advance according to project schedules. Annually budgeted capital projects completed. Adjust staffing to increase project management resources.	Tech Services, Water Resources	Review and approve ordinance changes related to projects.
	Division Objectives						
11	Co-locate and integrate Parking Services and Parking Operations at 645 Pine; streamlining staff management, unifying provision of parking products and services, maintaining financial accountability and budget/charter compliance.	✓	✓	✓	Build off Phase 1b integration and work strategically through the redefinition/creation of positions articulated in Phase 1c, seeking City Council approval as needed. Physically relocate Parking Services to DPW in FY'22.	Parking & Traffic	Provide feedback and input on integration plan.

Burlington Public Works FY'22 Goals and Objectives

12	Unify parking resources within DPW, branded as ParkBurlington, providing a singular parking resource		✓		Continue integration DPW-managed, Parks-managed and third party parking assets unthe the management of Park Burlington	Parking & Traffic	Review and approve parking operations agreements and policy changes
13	Improve parking experience through new services, technology and metrics management.	✓	✓		Provide improved signage, communication tools and service (online and in person). Metrics dashboard for on-street and off-street parking system.	Parking & Traffic	Review and provide input
14	Increase utility of Impact Fees for signalization capital projects	✓			Clear record of impact fee usage, balance and plan for future capital projects, prioritized	Parking & Traffic	Review and provide input
15	Continue to increase City's EV Fleet in accordance with Net Zero Goals established by the Administration and City Council			✓	Percentage of EV/Hybrid vehicles purchased over fiscal years.	DPW Maintenance	Review and provide input
16	Expand use of transportation options while increasing safety of system and reducing overall environment impact consistent with City plans			✓	Implement second phase of Winooski Corridor Study in FY'22. Increase traffic calming implementations and reduce waiting list. Non-SOV mode share increases. Annual # of crashes decreases.	Technical Services	Review and approve ordinance changes related to projects.
17	Transition solid waste collection system for garbage, recycling and organics to a more integrated system		✓	✓	Get City Council direction on operating model in FY'22 and move decisively toward implementation (multi-year process).	Maintenance	Review study and recommend approval to City Council.
18	Implement Phase II of Clean Water Resiliency Plan capital upgrades in FY'22	✓			Complete construction of South End Green Stormwater Infrastructure, 2 pump station upgrades, sewer and storm relining in FY'22. Complete design of Phase II Wastewater Treatment Plant refurbishments. Complete planning of next round of outfall improvements.	Water Resources	Recommend approval of CWRP borrowing to City Council.
19	Implement Council-approved rate restructuring and affordability program for Water, Wastewater and Stormwater utilities	✓	✓		New rates, affordability program, and rebates established in first six months of FY'22.	Water Resources	Review proposed rate structure, recommend to Council
20	Advance second phase of Water Resources staffing plan for increased operational sustainability	✓	✓		Advance second phase of WR Re-org with proposed hiring of Water Resources Technician and WWWW Operators in Training.	Water Resources	
21	Complete Integrated Water Quality Management Plan for how City will meet its Clean Water Act regulatory obligations and its local water quality priorities & begin implementation	✓		✓	Acceptance of Plan by DEC. Secure Integrated Permit. Advance first phase recommendations.	Water Resources	Review and provide feedback on final draft of Integrated Plan
22	Improve cost allocations between DPW and other departments (ie. have Water credited for fire protection service, contain growth of PILOT payments, negotiate new Franchise Fee agreement for Water)	✓			More appropriate cost allocations between departments / funds. Would enable Water Resources Division to better reinvest in aging systems.	Water Resources, CT Office	
23	Improve process for customer requests related to transportation, traffic calming, and parking regulations	✓	✓	✓	Reduce outstanding traffic calming requests and reduce time to resolution and closing customer requests in SeeClickFix.	Technical Services, Administration	Consider additional process changes for evaluating/ processing requests.



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Transportation, Energy and Utilities Committee of the City Council
Tuesday, August 24, 2021 5:00 PM

–DRAFT MINUTES–

Chair Hanson: Call to order at 5:02 PM.

1. Agenda

Councilor Stromberg moved to approve agenda. Seconded by Chair Hanson. Notes Councilor Barlow will not be attending. All in favor passed unanimously.

2. Minutes of 7/27/2021

Councilor Stromberg moved to approve the minutes. Seconded by Chair Hanson. All in favor passed unanimously.

3. Public Forum

Closes at 5:04PM. No one present to speak.

4. Sustainable Infrastructure Plan

- Martha Keenan, Capital & Special Projects Director
- Information

Martha Keenan - Looking for committee input prior to taking this to council sometime in the next year. See spreadsheet showing capital funds still needed and associated projects. Need to determine how to best use the money we do have. This plan is looking to balance all our needs with the money we have.

Councilor Jane Stromberg – What is the \$30 million requested for?

MK – Looking to balance the request among all different assets.

JS – Questions the boat house on the barge - is it polluting?

MK – Not Polluting. On list for hopeful repair since 2014.

A lot of outstanding studies in the transportation project numbers.

Other Capital is the public safety radio infrastructure, Flynn Ave Parcel lease-purchase payments where CSWD Drop Off Center could potentially be relocated.

Some federal money may be coming and some projects can be funded by that but this is competitive, time sensitive, and unknown. We can move the bond money around and reallocate if we get federal funds specific to projects.

Chair Jack Hanson – Is there a need to make this more specific before going to voters?

MK – we will show the need to the voters for a realistic amount of work that can be done in the time we have with current staffing and resources.

Timeline is still unknown so TEUC response to this would be helpful. Mindful of construction season next year and getting this voted on in time. Discusses overall debt capacity.

JS – Open to bringing this forward.

JH – Inclined to place a ballot item for this on the potential November special election. There will be added cost if we delay.

Director Chapin Spencer – Would be helpful to understand where Councilors stand on this given the tight timeline and other current City considerations.

JH Closes item at 5:33 PM

5. Parking Services Integration Update

- Jeff Padgett, Division Director - Parking & Traffic
- Information

See presentation

Jeff Padgett – Trying to achieve integrated approach to parking for all aspects of the parking system.

Councilor Stromberg – What are employees thinking about this?

JP – So far there is apparent buy in from staff and have been engaging them along the way

Chair Hanson – Union is supportive?

JP – They have been to date. Adding a high paying Union position with this effort.

JH – How do we reduce or eliminate public subsidization of parking that is only for people who use a car in Burlington? What if any impact does this plan have on that?

JP – Conscious effort through this to allocate expenses appropriately among the various funds.

Director Spencer – Parking Enforcement has a positive financial impact on the City's General Fund.

The Parking and Traffic Funds pay for their associated administrative expenses and debt service.

JP – The meters revenue goes into the Traffic Fund (Fund 264) and pays for bike lanes, signs, signals, crossing guards etc. If we consider a Charter Change for Parking Fund (Fund 265), parking revenue from garages and lots could invest in more broad and creative parking and transportation efforts in the City.

JH – Expense from maintaining infrastructure through plowing and street sweeping. Parking is a considerable portion of the ROW.

JP – Traffic pays the Maintenance Division to maintain garages and parking spaces.

Item closes 5:57 PM

6. Solar Setbacks

- Steven Locke, BFD Chief Engineer
- Matt Stone, Fire Marshal
- Derek Libby, Deputy Chief
- Information, possible action

Fire Marshal Matt Stone – State is looking to adopt new 2021 code in the spring. They are allowing us to use 2021 code ahead of this full approval. Roof access doesn't have many changes since 2015 – they eliminated some but added others. Roof slope and panels, hip and valley requirements, and ventilation minimums discussed. Dormers not covered in the code explicitly.

Chief Steven Locke – On a typical single family home with panels on one side of the roof, will this change give additional roof coverage?

MS – Depends on the size of the roof.

SL – Former requirement at the ridge is reduced from 36" down to 18" if they are on one side of the roof with this change.

MS – Will send requirements, and how they changed, to councilors.

SL – Gain room at valleys through this change by not requiring 36" on both sides of the roof.

Deputy Chief Derek Libby – The code is national and adopted by the State in the winter/spring and then the City adopts to enforce. We want to work with the council to adopt this ahead of the State because it addresses some of the locally heard needs to make solar easier.

SL – We need to have conversations with P&I internally to make sure it gets implemented.

Councilor Stromberg – Supportive.

Chair Hanson – TEUC is very supportive of this and anything we can do.

SL – Don't need a motion but glad to have support. It doesn't need full council approval

Director Spencer – Will confirm with P&I that we don't need Council approval for code adoption.

SL – If we don't need approval we can still bring to the council as information.

JH – closes item at 6:14

7. Director's Report

Director Spencer – South End Construction Coordination Plan update provided. Meeting or connecting with key stakeholders such as CHT, VTRJA, Local Motion, South End businesses, and other stakeholders. DPW is preparing to bring this item to the Sept 13th Council meeting along with a contract amendment for the City's design consultant team for the Champlain Parkway project. Will look to extend

contract with Champlain Parkway. We believe we have arrived at a feasible and pragmatic way to sequence construction in the South End to address community concerns.

Councilor Stromberg – King and Maple neighborhood concerns seem to be addressed.

Chair Hanson– Has there been opposition from any groups?

CS – We haven't heard clear opposition from folks we've met with so far. Some stakeholders needed to review materials more fully. Overall, stakeholders appear to understand the approach and the benefits it presents.

CS – We uploaded document for DPW's FY'22 goals and objectives to TEUC webpage. Positively received by PW Commission earlier this month. Open to TEUC Councilor feedback

CS – Update on Clean Water Resiliency Plan progress and upcoming work. This plan is focused primarily on maintaining our wastewater and stormwater systems. We will come back soon to talk more about capital needs for additional repairs and investments to meet additional regulatory requirements. Much of the equipment at our WW plants are at the end of their life cycle.

JS – TMDL requirements - how are we doing?

CS – Depends on rain flow year to year, but with new TMDL requirements additional investments will be needed. We will have more to share in the coming month or two.

8. Councilors' Update

Chair Hanson – Did we approve in this year's budget compensation for commissioners?

Director Spencer – Doesn't know status. It is a Citywide issue so follow up with the Administration is recommended.

Closes at 6:24PM

9. Next Meeting 9/28/2021

10. Adjourn

Councilor Hanson moved to adjourn the meeting. Seconded by Councilor Stromberg. All in favor passed unanimously. Adjourned at 6:24 PM.

Parking Services Integration Plan

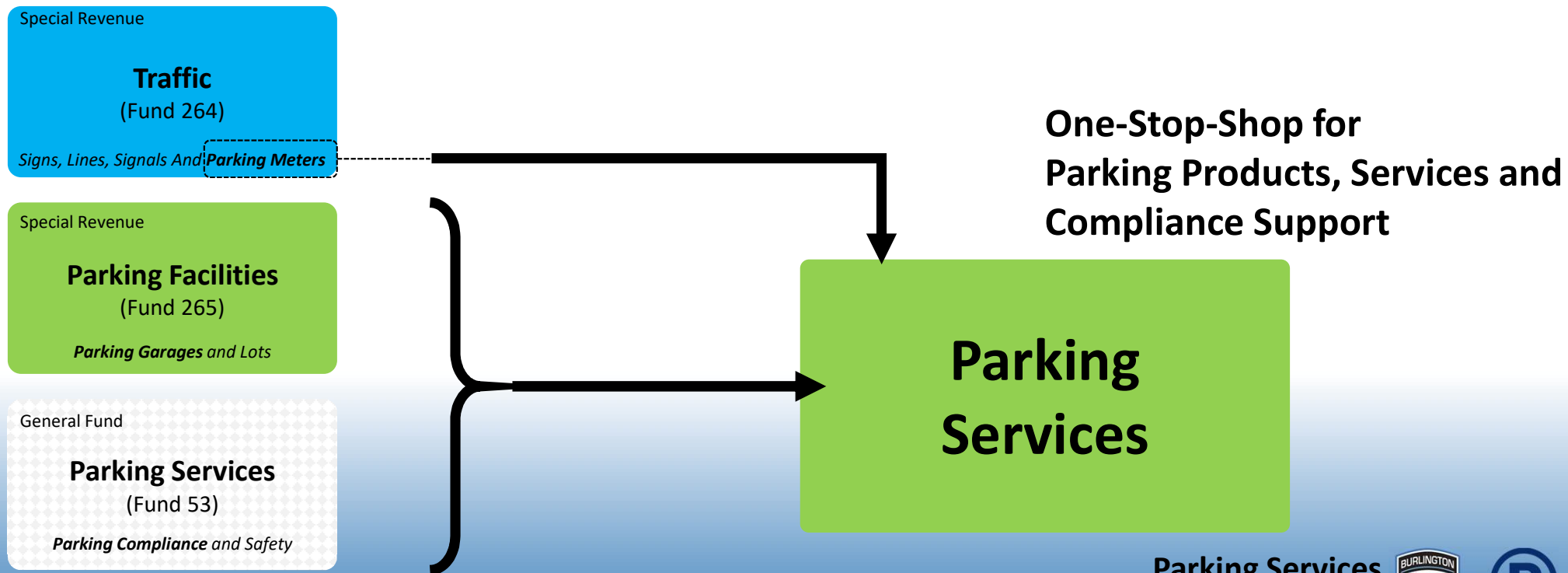
UPDATE

August 24, 2021



A roadmap to redefine the parking experience in Burlington with an integrated approach to sales, service and compliance.

Goal / Overview



Parking Services
Integration Plan



Project Phases

Description of the approach

UPDATE

August 24, 2021

Phase 1



Phase 2



Phase 3

Administrative Integration & Division Re-Organization

Reorganize Parking and
Traffic Division

Three Sub-Phases

1a - Administrative

1b - Foundational

1c - Transformational

Operational Integration

Integration of Services
Integration of Staff
Consolidation of

- Sales
- Customer Services
- Compliance

Ordinance/Charter Review

Infrastructure Integration

Locate staff to
support Phase 2

Integrate

- Technology
- Business Systems

**Parking Services
Integration Plan**



Phase 1b and 1C

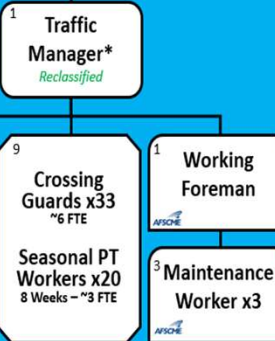
UPDATE

Phase 1b

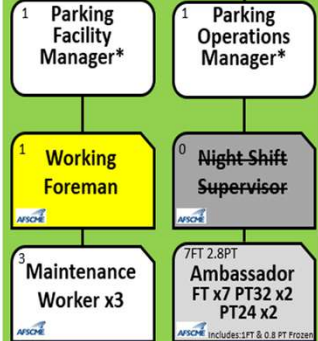
Foundational Re-org – Completed in April

Traffic (264)

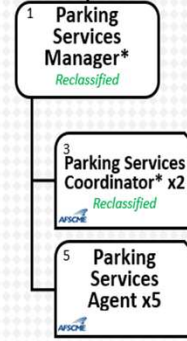
Signs, Lines, Signals
And Meters



Traffic: Parking Facilities (265)



Parking Services (53)

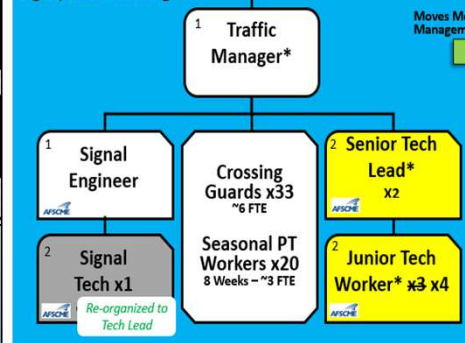


Phase 1c

Transformational Re-org – In process

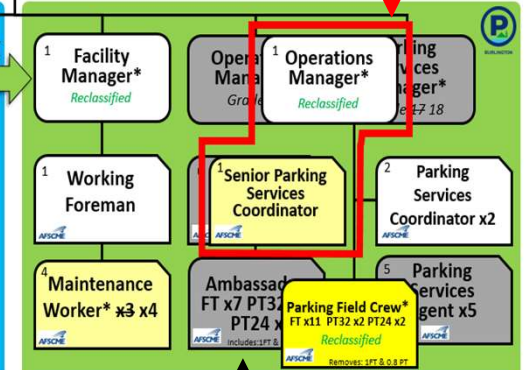
Traffic (264)

Signs, Lines and Signals



Request Coming to Council in September

Parking Services (265) (265 combined)



Working towards a “One Stop Shop” ...

Parking Services
Integration Plan



Integration Status

UPDATE

August 24, 2021

What We've Done

- **July 2020** – Administration commits to moving Parking Enforcement from BPD to DPW
- **October 2020** – DPW/BPD present the Parking Services Integration Plan
- **November 2020** – BPD is administratively integrated into DPW and re-branded as Parking Services (Phase 1a)
- **April 2021** – Foundational Reorganization is approved by Council (Phase 1b)

Next Steps

- **September 2021**
 - Physical Relocation to DPW
 - Seek Council Approval for Right Sizing Personnel
 - Part of Phase 1C
 - Creation of Parking Services Manager
 - Creation of Senior Parking Services Coordinator
 - Elimination of Parking Enforcement Manager
 - Reduction of 1 Management Position
 - Creation of 1 AFSCME Position
- John King retires after more that 56 years!

**Parking Services
Integration Plan**

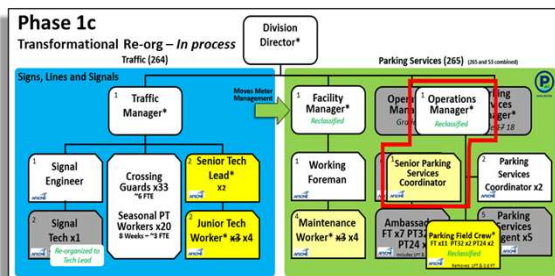


Where we are headed

UPDATE

August 24, 2021

2022 and Beyond ...



- Explore Phase 1c
 - Cost shifting of G/F costs to Special Revenue Funds
 - Reassign responsibilities
 - Migrate Meters management to 265 Parking
 - Combine Ambassadors/Agents to create a larger staff pool
 - Redefine rolls / responsibilities in
- Explore Phase 2
 - Integration of Customer Service (DPW, Parking, other)
 - Charter Changes to provide flexibility of garage operations and financing
- Explore Phase 3
 - Assess and improve administrative infrastructure
 - Assess and improve tools (LPR, on-street occupancy, etc.)

**Parking Services
Integration Plan**



Questions?



Burlington Fire Department ventilation procedures;

Minimum opening of 16 square feet

Directly above or as close to the area of fire as possible

The guidelines below are taken from **NFPA 1, 2021**, The State of Vermont is progressing towards adopting the 2021 codes, a date is unknown at this time, winter or spring of 2021 is possible).

11.12.2 Building Mounted Photovoltaic (PV) and Building Integrated Photovoltaic (BIPV) Installations

11.12.3.1.2

The AHJ shall be permitted to reduce or modify roof access based upon fire department ventilation procedures or alternative methods that ensure adequate fire department access, pathways, and smoke ventilation.

11.12.3.1.3

The AHJ shall be permitted to reduce or modify roof access for BIPV systems installed as the roof covering when they are listed in accordance with 690.12(B)(2) of [*NFPA 70*](#).

1. Gable/Rake

- A. Not less than two 36 in. wide access pathways from gutter to ridge
- B. One access pathway shall be provided on the street or driveway side of the roof.

2. Sloped roof greater than 2 in 12 pitch.

- A. Photovoltaic arrays on one roof plane shall have a minimum 18 in. setback from the horizontal ridge.
- B. Photovoltaic arrays on two roof planes shall have a minimum 36 in. setback from the horizontal ridge.

3. Valleys

- A. A minimum of 18 in. shall be provided on both sides of a valley from gutter to ridge.

4. Dormers

- A. A minimum of 6 in. shall be provided at the intersection of the dormer ridgeline and the main roof plane.
- B. A 36 in. wide access pathway from gutter to window shall be provided.

Items for consideration:

Area to either side of a dormer

Hip roof- Is the ridgeline long enough to gain the vent area needed