



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 x 3 VOICE
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www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

**DPW COMMISSION MEETING AGENDA
January 19, 2022
6:30 – 9:00 p.m.
Masks Required**

This month, members of the Commission, City staff & the public are strongly encouraged to attend this meeting remotely:

Join via Zoom, <https://us02web.zoom.us/j/83495330508>

To call into the meeting: 301-715-8592 Webinar ID: 834 9533 0508

If you prefer to attend in a physical location, you may join us at 645 Pine St in the front conference room (masks required)

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 – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 5 Min Consent Agenda
 - A Approval of Draft Minutes of 12-15-21
 - B Parking Removal on Caroline St.
- 5 45 Min Revised Capital Plan & Main St. Great Streets Proposed Ballots Items
 - A Communication, C. Spencer & N. Baldwin
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote
- 6 10 Min COVID-19 Operations Update
 - A Oral Communication, C. Spencer
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – None

- 7 10 Min Director's Report
- 8 10 Min Commissioner Communications
- 9 **Adjournment & Next Meeting Date – February 16, 2022**



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**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING DECEMBER 15, 2021
DRAFT MINUTES**

Commissioners Present: Commissioner Barr, Commissioner Hogan (Chair), Commissioner Kennedy, Commissioner O'Neill-Vivanco (Vice-Chair), Commissioner Overby

Commissioners Absent: Commissioner Bose, Commissioner Munteanu

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:32 p.m.

ITEM 2 – AGENDA

Commissioner O'Neal-Vivanco made a motion to take the Draft Minutes of 11/17/21 and the Lakeside parking removal request off the consent agenda for some discussion.
Commissioner Barr seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

Liz Curry likes the bike plan for North Champlain Street. It is a very good plan for a populated area and to put parking on one side of the street is a good idea. This plan is sensitive to the people living on the street.

ITEM 4 – CONSENT AGENDA

ITEM 4.1 – Approval of Draft Minutes

Commissioner O'Neal-Vivanco made a motion to accept the amended draft minutes
Commissioner Barr seconded
Unanimous approval

ITEM 4.2 Parking Removal Request Lakeside Avenue

City Engineer Philip Peterson stated that staff does not recommend any changes at this time.
Commissioner Barr asked about the painted brackets on the street near the driveway asking if this did not meet the standards.

City Engineer Philip Peterson stated that we have created driveway encroachment policies. Any issues with this they need to contact parking services.

Director Spencer stated that the criteria for the driveway brackets is not met with the width of the roads. We can review the policy for putting in the brackets if needed.

Commissioner O'Neill-Vivanco stated if it feels like the driveway is being encroached to contact parking services to have vehicles towed. I assume when people call that it is tracked.

Director Spencer stated if this is a consistent problem, we could adjust the policy.

Commissioner O'Neill-Vivanco asked if there were tensions between the businesses and the residents. Engineer Peterson stated that we have not hear from any other residents.

Commissioner Overby is in support of the analysis.

Commissioner Hogan it was not clear, on what the constraint on painted brackets was and asked if this could be shared for reading.

ITEM 5 – Shelburne Street Roundabout – Locust St Regulations

City Engineer Olivia Darisse stated that Shelburne Street is progressing. We are doing installation of water and sewer lines. There is blasting of ledge since October, traffic has been detoured, and this change is traffic will continue for several more months.

We are looking at traffic regulation changes – No parking area on Locust Street beginning at Shelburne Street and extending west 150 feet.

No parking 7:30 a.m. to 4:30 p.m. weekdays on the north side of Locust Street from Shelburne Street to Caroline Street. We need to have this traffic regulation amendment to comply with federal, state and local guidelines. This will help maintain access for emergency vehicles and winter maintenance operations. This will also improve the sightlines between pedestrians and motorists that will increase safety for all road users adjacent to the roundabout. The reallocation of the existing no parking zone on the north side of Locust Street from Shelburne Street to Caroline Street to unrestricted parking will provide a parking resource need for residents in the area.

Commissioner Overby asked if we were taking parking on the east side, the north section is unrestricted. Engineer Darisse stated that at least five or six spaces would be removed.

Commissioner O'Neill-Vivanco made a motion to accept staff's recommendation

Commissioner Barr seconded

Unanimous approval

ITEM 6 – University Place Parking Regulations

City Engineer Philip Peterson stated that tonight they were looking for approvals for traffic regulations. University Place in a northerly direction, with the exception of

bicycles traveling southbound in a designated contra-flow lane. To take away seven parking spaces with the exception of vehicle loading zone in front of Ira Allen Chapel and the food truck parking in front of Royal Tyler Theater. No parking except for loading and unloading on the east side of University Place in front of the Ira Allen Chapel. No parking except for food trucks on the east side of University Place in front of the Royal Tyler Theater.

These traffic amendments are necessary to facilitate parking and traffic along University Place. The next steps are to seek approval from the Board of Finance and City Council; seek approval for design and construction document from Board of Finance and City Council; seek approval from UVM board for design and construction documents and then phase 3 construction.

Commissioner Kennedy asked about the crosswalks is that the final representation of what that would be because the crosswalk that everybody that lives around me to get to campus isn't there and was wondering if there is a possibility to change that.

City Engineer Peterson stated that no as there has been a lot of discussion around University Place and it may seem that more crosswalks is better but that's is not necessarily so there is actually too many crosswalks. We are widening the sidewalks so that will provide more opportunity to more people along the sidewalks. We do not want to have too many sidewalks there are standards around this. Will there be sidewalks on both sides? City Engineer Peterson stated yes.

Director Spencer stated that not for the entire length but for the critical sections where there can be pedestrian activity to get to a formal crossing.

Commissioner Barr question for the loading/unloading spaces is that going to be Park Mobil or is that going to be assigned 30 minutes only?

City Engineer Peterson stated that will be vehicle-loading zone, which will allow for vehicle and trucks to be able to utilize it. It will be strictly vehicle-loading zone only.

Commissioner Barr asked if someone were to park there and not move for a while was informed, they would be ticketed. City Engineer Peterson stated that if something is not working us will come back to the commission and we will make changes.

Vice Chair O'Neill-Vivanco stated the one question about the tightening turning radius from Main Street onto University Place.

City Engineer Peterson stated it tightens the turning where the island is going to go. The fire department is also reviewing these plans. The turn will be tightened but it will be easier.

Commissioner Overby stated this plan would slow everything down. Is the area in front of Ira Allen actually a cut out so that it will be out of the way of the bike lanes?

City Engineer Peterson stated yeah. The food truck as well will be.

Commissioner Overby stated on the other side there are some of the old carriage steps and there was a question about what was going to happen to those historic stone steps.

City Engineer Laura Wheelock stated those will be removed, because this is a roadway project they are not accessible crossing so we are required by Pro Ag to provide accessible crossing at every place we do designate a crosswalk. This will be documented

and photographed but ultimately removed. You do not know what they look like underneath or what they are constructed of or how durable they are going to be. Commissioner Overby I think it is a great opportunity for someone to make use of them. What is the plan to remind people when this goes into effect that there is going to be no southbound traffic. Some kind of signage needs to be put up. City Engineer Peterson stated we are reviewing the signage package right now with the consultants actually.

Commissioner Barr made a motion to accept staff's recommendation
Commissioner O'Neill-Vivanco seconded
Unanimous approval

ITEM 7 – North Champlain Street Protected Bike Lane – Regulatory Changes

These are the following recommendations from staff for the North Champlain Street protected bike lane

Repeal redundant parking regulations or non-existent signs – no parking anytime on west side of North Champlain Street between Pearl Street and Monroe Street. No parking any time on the east side of North Champlain Street between Sherman Street and Peru Street; 15 minute parking between 8:00 a.m. and 10:00 p.m. parking space in front of 31 North Champlain St. Parking space north to Monroe Street on the east side of North Champlain Street. On the east side of North Champlain Street in the single space beginning 300 feet north of Peru Street. Where parking is restricted no parking in the parking space southerly to Peru Street on the west side of North Champlain St. 15-minute parking space in front of 44 North Champlain Street. Allow traffic regulations for a stop sign for southbound bicycle traffic as it approached Pearl Street.

Create loading zones during business hours – North Street replaces 15 minute parking to support Nunyuns and Thai Phat. Near 100 North Champlain to support Vermont Paint. 15 minute parking north of Peru Street is adjusted to match existing business hours. Fire lane designated at 10 North Champlain Street.

The bike lane will transform North Champlain Street into a one-lane street with a protected bike lane in place on the western travel lane and the existing 5' western bike lane

Commissioner Barr need to keep fire lanes for safety and rest seems logical. I would like to hear comments. At this point, I am in agreement.

Commissioner O'Neill-Vivanco the space across from Vermont Paint because reading comments from people those spots will still be available for parking for residents when it is not the loading zone right.

Elizabeth Ross stated this would be designated as vehicle loading so the truck deliveries could be made for Vermont Paint and that people who need to go into Vermont Paint or run into their house, vehicle loading is very short term.

Commissioner O'Neill-Vivanco so after 5:00 p.m. it is open for residents coming home from work to park until seven o'clock in the morning.

That is correct. That is trying to accommodate the business. We did try to get more specific time frame for their deliveries and we were unable to get any more specific than that.

Commissioner O'Neill-Vivanco I guess with clear signage and waiting for feedback on how it's all working. It sounds like you've done a pretty good job of addressing the concerns about the businesses and balancing the needs of the residents.

Commissioner Overby I think you're working hard to make this happen and I'm generally supportive of any of these improvements to add bicycle lanes. I feel like it's a good thing to make these changes.

Commissioner Kennedy in support of this plan.

Commissioner Hogan can we talk about the proposed loading zone on North Street, mixed responses to that proposal from the adjacent businesses? I'm curious about the timing there. The ordinance says a loading zone, it's not immediate obvious from that read that it's acceptable to park there and run in.

Elizabeth Ross stated that through conversations with parking services we understood that they essentially treat vehicle loading and places designated as such similar to 15 minute parking. They would come back to enforce that if they are seeing someone who, the car has been parked and empty for a longer period of time or if they receive a complaint. If we sign it as vehicle loading it can accommodate both.

Commissioner Hogan clarify the current loading practices at Vermont Paint Company?

Nicole Losch stated they are parking on the bike lane and left travel lane.

On the connections southbound on a bicycle and shows up on Pearl Street can you talk me through what they do there?

Nicole Losch treat this a self-controlled stop intersection. They wouldn't have a push button or anything like that at this location.

Northbound in the bike if they get to North Street or even Manhattan and you want to turn right you'll be positioned on the left. Do you dismount and go over to the curb and push the pedestrian signal?

Nicole this one we are actually proposing to rephrase the signal, bicyclist can use the pedestrian signal but it would be on a cycle.

Director Spencer the Commission has heard over time concern about the Park and Manhattan intersection and part of this proposal does tighten that intersection.

Soran Taylor resident at 10 North Champlain Street. Has 17 parking spots. 3 visitor parking spots in the facility that are only allowed for 90 minutes. I have family in Morrisville to come visit I have a placard for parking on Pearl Street. By eliminating the parking on Pearl Street means, I cannot visit my family for any more than 90 minutes at a time. The bus company uses the parking stalls that say for police parking only. Why

we can't use some of that parking, that's for court purposes but I have never seen or very rarely seen a police car there. I'm wondering if we can't take those five stalls from Champlain and transfer them over onto Pearl so we can use our placards there to have our family visit us.

Commissioner O'Neill-Vivanco so you're suggesting moving that fire lane to Pearl Street as opposed to North Champlain.

Commissioner Barr leave the fire lane but use the displaced parking for Pearl.

William Bissonnette just need clarification on the timing of when these signs, on the corner of Rose and North there are two signs vehicle loading and unloading 7:00 to 12:00 p.m. and under that sign 15 minute parking 12 to 10. So in front of North Street where they are proposing to add the vehicle loading and unloading there is presently 15 minute parking. I just wanted some clarification to understand what the timing might be on these signs that they are going to incorporate.

Justin Conan I do know multiple people against that decision but I don't think it's been fully relayed to them. Is there anyway to be able to have a secondary discussion on this to where can kind of be involved in it.

Commissioner Hogan for clarification is this for the loading on zone near Vermont Paint Company?

Justin exactly.

Commissioner Hogan invite staff response to clarification on Rose and North area?

Nicole Losch I'm trying to scan our traffic regulations because I don't know what is on North and Rose but at this location we aren't proposing to change the time. Right now it is signed as 15 minute parking between eight and six so we are proposing to keep that the same we're just changing it from vehicle parking to vehicle loading.

Elizabeth Ross the recommendation that we're bringing tonight was out of conversation with Nunyuns and Thai Phat. Nunyuns had expressed that they do currently use bike lane for loading. Thai Phat deliveries are on North Champlain Street in the bike lane. We are trying to support them not getting deliveries in the bike lane.

Commissioner Hogan there is no mention of the residential parking ordinances. I gather the fire lanes, proposing fire lanes in what is residential parking today does there need to be a corresponding ordinance change about the residence parking and is that a conversation for another meeting where we might consider alternate locations for that? Elizabeth Ross I know there is existing residential parking on Monroe Street, it is separated by street. Any request to share residential parking between streets has to come from residents.

Commissioner Hogan could you remind of the outreach plan and prior public meetings? Elizabeth Ross all letters attached to packet were areas where we were making changes tonight.

Nicole Losch our most recent public meeting was in March with a mailing to let people know the meeting was happening. Had a web base survey, meeting recorded and available and front porch forum notice. We did not have the specific parking recommendations at that time.

Elizabeth Ross I also wanted to mention that the one hundred foot stretch on North Champlain in front of 10 North Champlain where the fire lane would be going in I want to clarify that it would not be removing all of the parking on that block.

Commissioner Barr removing parking for the fire lanes and if not taking all but some of the Pearl Street parking? I believe when some of the police cars that park there have court dates.

Elizabeth that is my understanding his question was to take the loss parking and put it on Pearl Street. That is not something that we've explored up to this point. I don't know how that would work but they have that to go to the courthouse.

Commissioner Barr if we could look into that and make a consideration if not all but some.

Commissioner Overby make a motion to accept staff's recommendation

Commissioner Kennedy seconds

Unanimous approval.

ITEM 8 – DIRECTOR'S REPORT

Director Spencer thanked everyone for getting the word out for the recruitment and retention strategies. We have hired some more crossing guards, parking ambassadors and have several new applicants for seasonal street maintenance position and parking services position.

Champlain Parkway we are expecting Federal Highway to issue the project's Record of Decision in the next four to eight weeks.

We have had many requests from the public for radar speed feedback signs lately. We have ordered three additional pairs of signs which will give us the opportunity to deploy this technology in more places at the same time.

Planning in January 2022 commission meeting with an update on our integrated planning and permitting efforts for the city's wastewater and storm water utilities.

DPW is working on the next steps for the general fund capital. Without the additional local capital funds our budget will be significantly restrained limiting paving and sidewalk program.

Our Holiday hours will be posted. We will be closed on December 24th and December 31st in observance of Christmas and New Year's.

The Christmas tree pick up is scheduled for January 10, 2022. Trees have to be out by 7:00 a.m.

ITEM 9 - COMMISSIONER COMMUNICATIONS

Commissioner O'Neill-Vivanco process for resident to know, Overlake to Cliff cannot get out of driveway, request no parking signs. City Engineer Norm Baldwin stated they should make this a traffic request.

Commissioner O'Neill-Vivanco feels Public Works should be a part of the process for the designing of BHS, especially near Institute Road and North Avenue intersection. Prioritize bus access to the school.

City Engineer Norm Baldwin stated we have reviewed the previous project and if it continue as plans, get revised the slope design to access the building.

Commissioner O'Neill-Vivanco stated there should be student engagement go to BHS once per quarter to get feedback from the kids.

Commissioner Overby stated the bond vote, only a small portion of the citizens voted on this. It is concerning that 13% of our community can commit it to money.

Commissioner Kennedy had a citizen ask about adding a stop sign to South Union and Adams Street.

City Engineer Norm Baldwin stated this should be put in the system as a traffic request.

Commissioner Hogan asked about traffic enforcement, reduction in traffic safe environment. City Engineer Norm Baldwin stated there is a lack of police enforcement people are going to run stop signs and signals. We are doing our best.

ITEM 10 – ADJOURNMENT AND NEXT MEETING DATE January 19, 2022

Commissioner Barr made a motion to adjourn

Commissioner O'Neal-Vivanco seconded

Unanimous approval

Meeting concluded at 8:20 p.m.

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Department of Public Works

Technical Services Engineering Division
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Memorandum

Date: January 19, 2022
To: Public Works Commission
From: Madeline Suender, Associate Transportation Public Works Engineer
CC: Phillip Peterson, E.I., Public Works Engineer
Norm Baldwin P.E., City Engineer
Subject: Caroline Street Parking Prohibition

Recommendation the DPW Commission adopt:

7 No-parking area.

No person shall park any vehicle at any time in the following locations:

- On the west side of Caroline Street, north of Catherine Street, beginning at the intersection of Catherine Street and continuing north for sixty (60) feet.

Purpose & Need:

The purpose of the recommended traffic regulation amendment is to remove a section of parking between and 'No Parking Here to Corner' sign and a driveway that is too small to accommodate a standard vehicle. This need will improve sight lines between motorists navigating the driveway and street, increasing safety.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			
Followed Public Engagement Plan?		X		This Traffic Regulation change is defined as an INVOLVE project in the Public Engagement Plan.

Summary and Conclusion:

Staff received communication in late 2021 from a resident of Caroline Street. The resident has concerns about driveway encroachment issues, and sightline concerns. Upon Staff review, it was determined the space between the existing 'No Parking Here to Corner' sign and the driveway is inadequate to allow for parking, ~15' (see Site Map). A typical vehicle parking stall is ~20' long. Consequently, Staff recommend the Commission approve a no-parking area on the west side of

Caroline Street, north of Catherine Street, beginning at the intersection of Catherine Street and continuing north for sixty (60) feet.

Public Engagement:

In preparation for the 01/19/2022 DPW Commission Meeting, Staff placed fliers at surrounding properties. No feedback was received.

Site Map:



Burlington Downtown Tax Increment Financing (TIF) District March 2022 Bond Vote

NPA PRESENTATION



Overview

- ▶ What is TIF?
- ▶ Approved TIF Projects
- ▶ Downtown TIF
- ▶ March 2022 Bond Vote
- ▶ Q & A

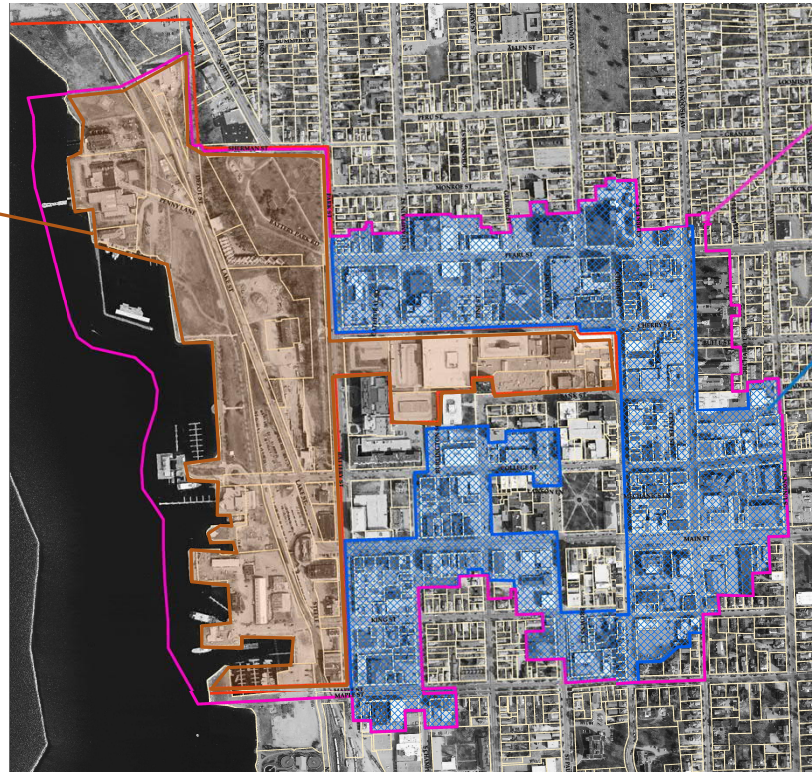


Burlington's Two TIF Districts

Waterfront TIF

Designated
Downtown Boundary

Downtown TIF Area



Burlington Downtown TIF History



District Established in 2011

Authorized by Voters March 2012



First Debt Incurred 2016



Final Date for New Debt

March 31, 2023 (extended two years)



Final Year to Retain Education
Increment 2036

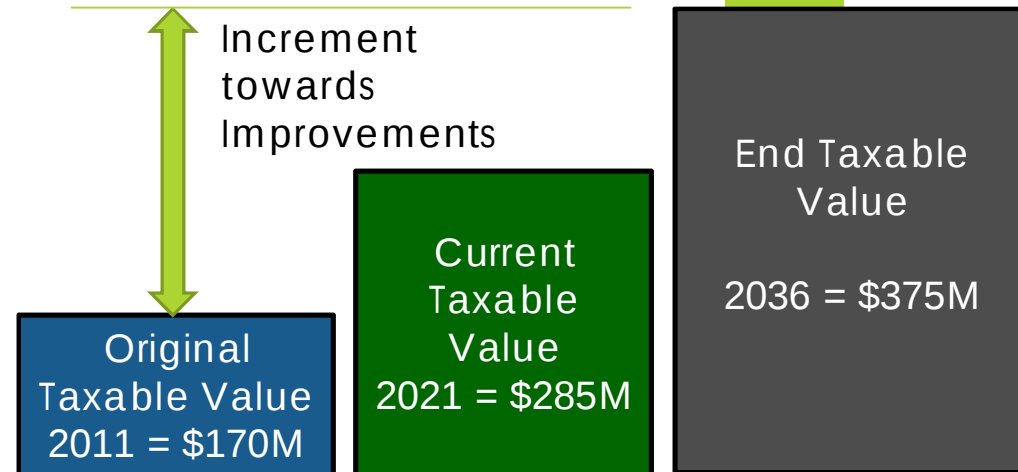


white + burke

What is TIF?

Difference between the Original Taxable Value at the start of a TIF district to its current and projected end value

Most increment is from NEW Private Sector Development within the District



City's use the Increment to Build and Upgrade Public Infrastructure which spurs additional Private Improvements.

The New Private Improvements increase the taxable value of the property allowing the City to repay the Bonds for the Public Improvements

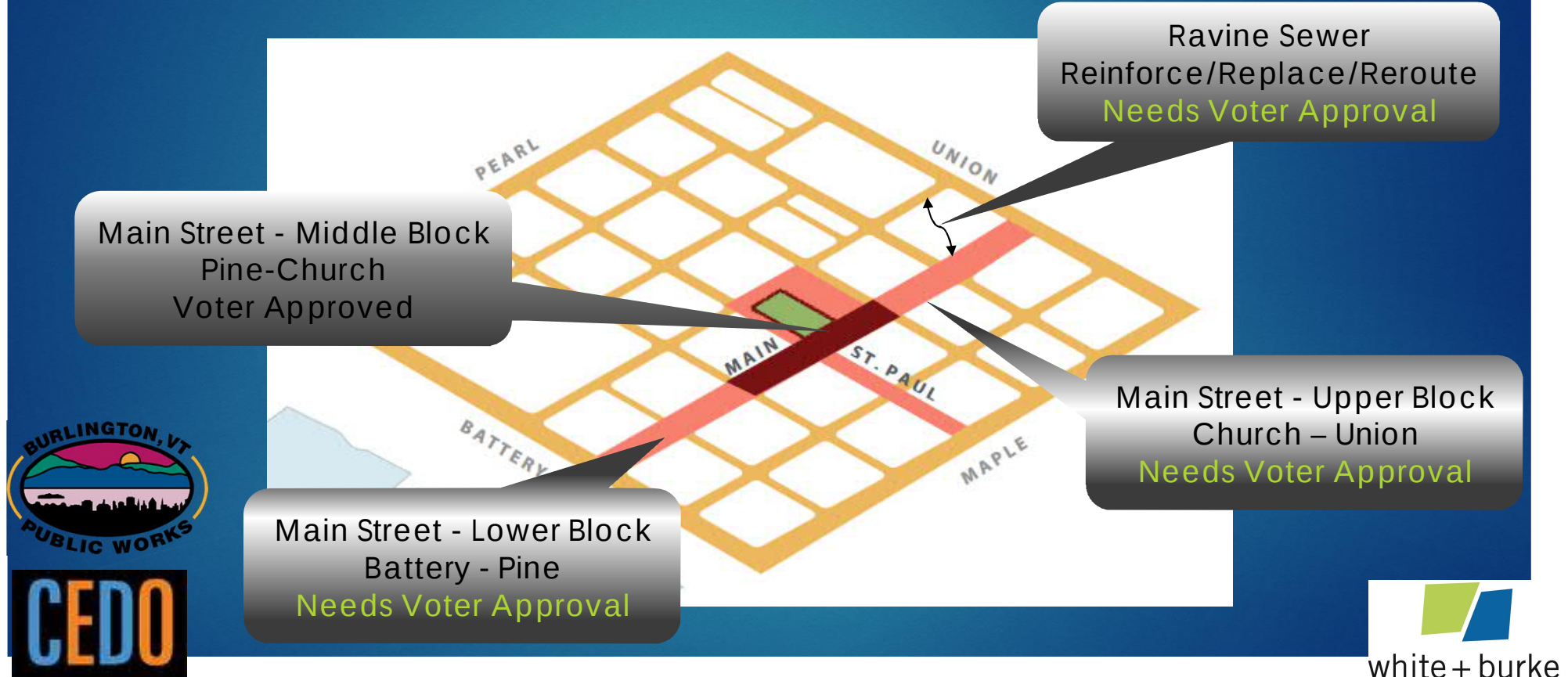


Burlington Downtown TIF Previous Infrastructure Projects

- ▶ St. Paul St. Great Streets
- ▶ Marketplace garage repairs
- ▶ Browns Court parking – brownfield cleanup
- ▶ Stormwater upgrades – Main St adjacent to City Hall Park



Burlington Downtown TIF



GREAT STREETS – Main Street



Rebalance Use of ROW
 Pedestrian
 Transit
 Vehicle
 Bicycle
 Public Amenities
 Create New Spaces
 Community Needs
 Utilities – Water/Stormwater
 Construction





Main St.
Existing
Conditions



Worn Green Belts * Inactive Streetscapes
Dated Accessibility Standards * Poor Tree Health



Deteriorated
Surfaces
Non-
Accessible
Doors



Burlington Downtown TIF

Great Streets – Main Street & Ravine Sewer

- Streetscape, lighting, storm water, transportation facilities, seating
- Includes subsurface utility upgrades, reconstructions, replacements, extensions
- Relocation or upgrading Ravine Sewer
- Estimated Costs \$30,500,000



Burlington Downtown TIF – Finances

- ▶ Existing Voter Approval \$10M from 2012
 - \$4,580,000 remaining to be used towards Main St.
 - \$5,420,000 expended on past projects

- ▶ New Related Costs \$1,470,000 through FY 2036
 - Admin, Legal, Finance, Audit, Project Management Costs



Burlington Downtown TIF March Bond Vote Summary

- ▶ Main Street Great Streets & Ravine Sewer
- ▶ \$25,920,000 new debt request
- ▶ \$1,470,000 related costs (\$1,848,000 total)
- ▶ Projected increment from new private development is sufficient
- ▶ Taxes do not increase to repay TIF debt



Q&A





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To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **DPW Director's Report**
Date: January 13, 2022

I hope everyone is well. For this month we will be moving to a largely remote 'home base' meeting model where Commissioners and most staff will be remote and one staffer will host any in-person public at the 645 Pine Street conference room. Reach out to Rob Goulding with any questions, rgoulding@burlingtonvt.gov.

Two Proposed Town Meeting Day Ballot Items

There are two proposed 2022 Town Meeting Day ballot items that staff are preparing for the City Council's consideration at their January 24, 2022 meeting:

- Main Street Great Streets Project use of Downtown TIF
- Reduced General Fund Capital Bond

We will have an agenda item at the Commission to brief you on these proposals and ask the Commission to consider supporting placing them on the ballot for the Council's upcoming decision.

Main Street Great Streets Project

Building on a decade of previous efforts, the City is advancing a generational upgrade of a key six blocks of Main Street – between South Union Street and Battery Street – through utilization of tax increment financing (TIF). This is a proposed ~\$30M generational reinvestment into Burlington's Main Street – including renewal and/or upgrades to the entire public right of way – from utilities, stormwater facilities, lighting, parking, multi-modal transportation, public realm amenities and more. Previous steps in the TIF process have included:

- 2011 - Voter approval to establish the Downtown TIF District
- 2015 - Voter approval for bonding up to \$10M
- 2018 – Council approval of Great Streets Standards

On January 10, we went to City Council to provide an overview of the Main Street project, the TIF financing and the upcoming public engagement process. There was also a public hearing as well where we heard from a couple of residents. For more info, Laura Wheelock, lwheelock@burlingtonvt.gov.

Reduced General Fund Capital Bond

As you saw, the proposed \$40M bond for General Fund capital projects was not approved by voters at the December 7, 2021 special election. While 57% of voters voted yes, it required a 2/3 majority to pass. DPW leadership is interested in bringing a smaller capital bond request (\$20-26M) to voters for the 2022 Town Meeting Day election. We are of course pursuing funding opportunities from State grants, the new Federal infrastructure bill, but these sources almost always require a local match. Without additional local capital funds, our FY'23 capital budget will be significantly constrained to a limited paving and sidewalk program and to fill local match obligations for capital projects underway or in final design (Shelburne St Roundabout, Champlain Parkway, etc.). We will bring more detail to the January Commission meeting. For more info, Chapin Spencer, cspencer@burlingtonvt.gov.

Champlain Parkway Project

We are expecting Federal Highway to issue the project's Record of Decision in the next 1-3 weeks. As we are waiting for this permit to be issued, our consultant team is working to create two plan sets consistent with the Council-reviewed South End Construction Coordination Plan – and initial construction contract including work between Home Avenue and Kilburn Street and a second construction contract including the I-189 interstate connection and the northern section of Pine St (between Kilburn St and Main St). According to the South End Construction Coordination Plan, the initial construction contract would be under construction from mid-2022 through 2024 and the second construction contract from 2025 through 2027. For more info, see www.champlainparkway.com or contact Corey Mims, cmims@burlingtonvt.gov.

Additional Radar Speed Feedback Signs

After the update last month, we have received the additional three sets of radar speed feedback signs and have installed them around town where we have outstanding traffic calming requests or have received other public requests. For more info, contact Dan Hill, dhill@burlingtonvt.gov.

COVID-19 Operational Impacts

As we've seen, the Omicron variant has driven the number of COVID-19 cases in Vermont upward – and this impact has been felt on our department. Several divisions are contending with reduced staffing and staff members are going over and above to maintain our critical operations. We are employing many strategies to protect the workforce and community. I want to continue my public appreciation of our staff members who are routinely stepping up to help through this ongoing pandemic. I will have a brief oral report at the Commission meeting.

Initial February Commission Agenda Items:

- Water Resources Integrated Plan Update, jolson@burlingtonvt.gov
- Asset Management Update, gsexauer@burlingtonvt.gov
- Annual Garage Operations Performance Report, jpadgett@burlingtonvt.gov
- Main Street Great Streets Project Design, lwheelock@burlingtonvt.gov

Thank you all. Please don't hesitate to reach out with any questions.



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Memo

Date: January 19, 2021

To: Public Works Commission

From: Phillip Peterson E.I., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin P.E., City Engineer

Subject: Parking Request on Lakeside Avenue

Recommendations to the DPW Commission:

Staff do not recommend any changes to traffic regulations on Lakeside Avenue at this time. However, staff does recommend painting driveway brackets around the driveways on the south side of Lakeside Avenue to better delineate allowable parking. This does not require Commission approval.

Background on Lakeside Ave Traffic Request:

At the October and November Commission meetings, a resident of Lakeside Avenue, approached the Commission and requested parking to be removed on the south side of Lakeside Avenue between Conger Avenue and Central Avenue. This resident lives on Lakeside Avenue, across from the Hula campus; this resident believes the commercial activity in the area is a safety problem, as well as a nuisance for all residents on Lakeside Avenue, see Attachment-1. This resident has found that the vehicular parking in front of her home on the south side of Lakeside Avenue makes it difficult to see moving traffic when exiting their driveway.

After evaluation, DPW Staff presented a memo at the December Commission meeting which recommended no traffic regulation changes on Lakeside Avenue at this time. When evaluating a traffic request such as this, staff took into account Driveway Encroachment violations, effective travel width, and overall volume of traffic. Since this occurrence, several residents in the Lakeside Avenue neighborhood have signed a petition asking the Commission to reconsider this traffic request.

Driveway Encroachment Policy:

All Burlington residents should have reasonable access to their homes and the street system. A blocked driveway or a driveway that is encroached such that it is impossible or unsafe to navigate

is unacceptable. A common resident request and potential solution to driveway encroachment is painting brackets to delineate where parking is allowed/disallowed. However, this must be balanced with available resources.

The Department of Public Works' (DPW) Driveway Encroachment Pilot Study was active from April 15th 2016 through May 15th 2016; the purpose of this pilot study was to measure the positive and negative impacts to on-street parking, driveway ingress/egress, and to gauge residential support for a driveway encroachment parking restriction. After the Driveway Encroachment Pilot Study and subsequent public engagement was complete; the Public Works Commission approved a new traffic regulation which prohibits parking within two (2) feet of another person driveway.

Summary and Conclusion:

During the public outreach phase of the Driveway Encroachment Pilot Study, many Residents supported the idea of line striping around driveways and parking stalls. However, DPW Staff recognize that painting brackets adjacent to all driveways is not a possibility; given the lack of time, cost, and materials to accomplish this. While the Driveway Encroachment traffic regulation is in effect throughout the city, painting brackets would only occur on streets which meet certain characteristics and at locations where residents have expressed encroachment to be a significant issue. Staff have identified the three primary characteristics that lead to driveway encroachment and affect a resident's ability to access their driveway or the roadway to be:

1. A high rate of parking occupancy during peak times, at or above 90%.
2. The street travel width 18 feet or less.
3. A documented history of multiple violations at a specific location.

Given the increased demand from streets experiencing chronic driveway encroachment. DPW Staff have added two more considerations for painting parking brackets adjacent to driveways.

4. Bracketing procedures for Arterial and collector streets may be subject to City Engineer and Department of Public Works Director review and approval.
5. Inclusion of bracketing done with the intent to limit the frequency of vehicles entering and exiting driveways from crossing the center line on arterial and collector streets

Based on engineering judgement, Lakeside Avenue has become a busier street due to the new Hula campus; additionally, Staff anticipate more traffic on Lakeside Avenue with the Champlain Parkway construction slated to begin in 2022. Given this increase in demand, Staff anticipate Lakeside Avenue being designated a collector street. Consequently, Staff recommend painted brackets along the south side of Lakeside Avenue. This recommendation does not require Commission approval.

Proposed General Fund Capital Bond

JANUARY 19, 2022 DPW COMMISSION



Capital Committee

- KATHERINE SCHAD, CAO
- CINDI WIGHT, BPRW DIRECTOR
- CHAPIN SPENCER, DPW DIRECTOR
- BRIAN PINE, CEDO DIRECTOR
- NORM BALDWIN, CITY ENGINEER
- DERYK ROACH, BPRW PARKS AND FACILITIES SUPERINTENDENT
- JORDAN REDELL, CHIEF OF STAFF
- MARTHA KEENAN, CAPITAL PLANNING & SPECIAL PROJECTS (RETIRED)

The Administration is proposing to return to the voters a smaller Capital Bond on Town Meeting Day 2022

- ▶ Majority of voters (57%) supported bond in December Special Election
- ▶ Objections expressed by opponents can now be better addressed
 - ▶ Plan to nearly fully remove Memorial Auditorium from the bond (and defer decision on building's future until after BHS decisions have been made)
 - ▶ Defer other items in the original plan to substantially reduce total amount of the bond
 - ▶ Federal infrastructure plan passed, and we anticipate receiving budget-relieving funds (though need for more local match dollars too)
 - ▶ Property tax relief programs for hardest hit property owners being implemented
- ▶ Consequences of no bond are severe (see next slide)

Impacts of not passing a Capital Bond:

- ▶ No local match funding for upcoming federal grants
- ▶ No funds for failing emergency radio system
- ▶ No fire truck replacements
- ▶ No street or sidewalk preventive maintenance
- ▶ No enhanced traffic calming
- ▶ No planBTV Walk/Bike implementation
- ▶ No curb work
- ▶ No Facilities capital budget
 - ▶ Lead abatement at City Hall
 - ▶ Safety issues at Fire stations
 - ▶ Masonry and roof work on multiple buildings
- ▶ No Parks Special Projects
 - ▶ Boathouse feasibility and dredging
 - ▶ North Beach entrance
 - ▶ Cemetery expansion
- ▶ No investment in public art

Updated Capital Bond Approach

5

Category	Initial Ballot Item (December 2021)	Proposed Item (March 2022)	Notes
Fire Trucks	\$2,200,000	\$2,200,000	Replacement of three fire trucks
Fire & Police Radio System	\$4,300,000	\$4,300,000	Complete replacement of emergency communications system
Sidewalks	\$2,700,000	\$2,700,000	Reconstruct 3 miles of sidewalk per year
Streets & Bridges	\$3,900,000	\$2,000,000	Repaves ~1 additional mile per year, funds urgent bridge work, and will pursue IIJA funds for additional bridge and paving work
Transportation Safety Improvements	\$2,500,000	\$2,500,000	Traffic calming, bike/pedestrian projects, multi-modal intersection improvements
Project Management	\$400,000	\$400,000	Resource Staff to manage enhanced level of capital projects
Civic Buildings	\$6,000,000	\$4,300,000	Prioritizes urgent facility repairs, defers others while pursuing additional funding opportunities
Parks	\$3,000,000	\$2,000,000	Prioritizes revenue-generating Parks investments, defers others while pursuing additional funding opportunities
City IT Enhancements	\$1,500,000	\$0	Will find work to find alternate funding source
Memorial Auditorium	\$10,000,000	\$1,000,000	Shift to a temporary stabilization strategy - heating, increased security and assessment costs towards Spring 2023 vote
Local Match for Grants	\$3,500,000	\$4,500,000	Increased local match so City can better leverage Federal IIJA funding, etc.
TOTAL	\$40,000,000	\$25,900,000*	35% reduction

* NOTE: Some Councilors at the 1-10-22 Board of Finance asked the Administration to explore a further reduced bond amount. An option for a smaller bond will be presented to 1-20-22 Board of Finance.

Effect of \$25.9M Capital Bond on Property Tax Rates:

- ▶ The amounts shown below are increases or decreases to existing tax payments based on actual debt paid.
- ▶ Property value at New Median Value of \$379,100

Additional Tax Payments	By Year	By Month
FY'23	\$35.77	\$2.98
FY'24	\$62.95	\$5.25
FY'25	\$88.73	\$7.39
FY'26	\$77.44	\$6.45
FY'27	\$65.44	\$5.45
FY'28	\$50.72	\$4.23
FY'29	\$36.19	\$3.02
FY'30	(\$23.89)	(\$1.99)
FY'31	(\$48.78)	(\$4.07)

- ▶ Note: Taxes decrease as debt is paid off

Proposed General Fund Capital Bond

JANUARY 19, 2022 DPW COMMISSION



Thank you for
your consideration

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JANUARY 19, 2022
FINAL MINUTES**

Commissioners Present: Commissioner Bose, Commissioner Hogan (Chair), Commissioner Kennedy, Commissioner Munteanu, Commissioner O'Neill-Vivanco (Vice-Chair), Commissioner Overby

Commissioner Absent: Commissioner Barr

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:31 p.m.

ITEM 2 – AGENDA

Commissioner O'Neill-Vivanco made a motion to approve the agenda
Commissioner Munteanu seconded
Commissioner Bose Aye; Commissioner Kenney Aye; Commissioner Overby Aye;
Commissioner O'Neill-Vivanco Aye; Commissioner Munteanu Aye; Commissioner Hogan Aye.

ITEM 3 – PUBLIC FORUM

Caryn Long called in about the Great Streets TIF Proposal. Mrs. Long stated that there are two projects permitted Zoning YMCS hotel has been approved and have had two extensions. There are no other projects to help pay for TIF. Is there a need for that much money on Main Street and how much parking would we be using by redoing Main Street?

Maureen Fry stated she has been working since October to have no parking on the residential side of the Lakeside Avenue. Ms. Fry has had letters sent to her for support of the no parking because research states it is not safe. Hula has a number of parking spaces on site for employees to use and people are taking the parking in the Lakeside Neighborhood instead of using parking provided by HULA. Metrics do not support what has been happening. Hula has plenty of parking. There is a lot of activity on the street. There is a sign petition that Lakeside is not safe and single side parking, neighborhood parking only. There is one egress route and the traffic has doubled in the spring and summer with the bike paths open. Please look at this.

Beverly Kehoe lives in Lakeside at Wright Avenue and Central Ave. She believes the parking issues are solvable. The actual metrics are important and she has never not seen a parking spot. The street is busy during the day and one of the greatest impact is when St. John's Club has event. I consider the most dangerous part of Lakeside Avenue is the underpass.

Jim Dunn lives on Central Avenue stated that when HULA came everyone was excited when HULA came and we knew it would create some traffic issues. The street is awkward, cars are sticking out in road and with cars, and parking on both sides of the street it is tight.

John Caulo is a Central Avenue resident stating that historically this is a factory town created to support Queen City Cotton Company and with Blodgett Oven and then HULA there has been a mixture of truck traffic. When Blodgett Oven was here there was no curb cut, no sidewalk no traffic calming cars exiting at one time. We have worked with DPW in terms of design for improvement and parking on both sides of the street creates a safer environment. It is tight exactly when the design drawing were, it does slow down traffic. It is not the perfect solution and there should be stop signs at all approaches. Sightline would improve with the removal of a parking spot or two.

Maddie Matthew request a stop sign at South Union Street and Adams Street. When coming up Adams Street to go onto South Union Street it is hard to see oncoming traffic on South Union Street because of the cars parked on the street.

ITEM 4 – CONSENT AGENDA

A – Approval of Draft Minutes 12/15/21

B – Parking Removal on Caroline Street

Commissioner Hogan stated there were a few minor edits to the minutes. Robert Goulding, Public Information Manager, stated he corrected Commissioner spelling change

Commissioner O'Neill-Vivanco made a motion to approve consent agenda with edited draft minutes.

Commissioner Kennedy seconded

Commissioner Bose Aye, Commissioner Kenney Aye, Commissioner Overby Aye, Commissioner O'Neill-Vivanco Aye, Commissioner Munteanu Aye, Commissioner Hogan Aye.

ITEM 5 – Revised Capital Plan and Main Street Great Street Proposed Ballot Items

Director Spencer stated these are two proposal to invest in city and we wanted the Commission to see this before we brought it to City Council on January 24th.

REVISED CAPITAL PLAN – City Engineer Norman Baldwin stated we are proposing a smaller Capital Bond on Town Meeting Day 2022.

Plan to nearly fully remove Memorial Auditorium from bond (defer decision on building's future until after BHS decisions.

Defer other items in the original plan to substantially reduce total amount of the bond

Federal infrastructure plan passed and we anticipate receiving budget-relieving funds (though need for more local match dollars too)

Property tax relief programs for hardest hit property owners will be implemented

If the Capital bond does not passed here are some of the consequences:

No local match funding for upcoming federal grants

No funds for failing emergency radio system

No fire truck replacements

No street or sidewalk preventive maintenance

No enhanced traffic calming

No plan BTV Walk/bike implementation

No curb work

No facilities capital budget

No parks special projects

No investment in public art

The updated Capital Bond Approach

Streets & Bridges \$2,000,000 – 1 additional mile per year, funds urgent work and will pursue IIJA funds for additional bridge and paving work

Civic Buildings \$4,300,000 prioritizes urgent facility repairs

Parks \$2,000,000 prioritizes revenue generating Parks investments

Memorial Auditorium \$1,000,000 shift to a temporary stabilizing strategy

Local Match and Grants \$4,500,000 increased local match so City can better leverage Federal IIJA funding

35% reduction from vote in December

There is an attached list on the effect of existing tax payments

Director Spencer stated that we would like a vote of support from the Commission

Commissioner Munteanu asked if there were more recent cuts from Board of Finance is recommending it to be taken from how it will affect the infrastructure.

City Engineer Norm Baldwin stated with the ability to fully fund, ability to pave, preserve and protect the sidewalk system, bridgework being deferred for federal funding.

Commissioner Bose a chunk of reduction Memorial Auditorium not in this the inability to maintain local match goes further down. Why did this fail? Need an idea of dollar value. A narrative on why you are asking for more money. It would be helpful in making clear on the circumstances and building and facilities repairs on what is being talked about.

City Engineer Norm Baldwin stated we are working on that list and identifying specifics – we are trying to fix some things but not everything.

Commissioner Bose stated he would like more specificity and he would support.

Commissioner Overby stated there is some confusion between this bond request and on how much TIF bond debt is being requested separately. Lack of specificity on the expenditures, is an open line of credit for the city. I do not want to go to voters in March for this bond when the City might need to spend one hundred twenty million to build a high school, not a good idea to go further until the cost of the high school is known. I will not support going forward for the \$25.9 million dollar bond. The details need to be worked out.

Commissioner O'Neill-Vivanco stated she agrees that clarification is needed on line items. There is uncertainty with the high school, tax bill hit homeowner's year and the school is a tough pill to swallow. Ten million for Memorial Auditorium to open doors deferred maintenance. Need to communicate return on lack of investment and what happens if the bond is not passed – failing infrastructure affects our everyday life. Specific projects need to be identified and what the money is going for. Are we eligible for \$1.4 million for aide for bridge repairs.

City Engineer Norman Baldwin stated there are different levels of bridge repairs. He believes we are eligible under the federal infrastructure bill.

Commissioner O'Neill-Vivanco stated that a better message needs to go out to the voters explaining where the money is going I do support this.

City Engineer Norman Baldwin stated the facility is leased to BT for servers. It has to be heated while the lease is in place. This building has been on my radar for many years it needs to be secure and safe for the public.

Commissioner O'Neill-Vivanco stated she does support this, fill in the blanks and push the school district to get a number out.

Commissioner Hogan stated that we have a challenge in front of us. Think about the deferred cost when this catches up with us. We do not have a lot of time to ask the voters for more money and the high school could cost a lot of money.

City Engineer Norman Baldwin stated that they are updating information as we get the new information.

MAIN STREET & GREAT STREETS

City Engineer Laura Wheelock is explaining TIF and did an overview of downtown projects using TIF dollars and reviewing the upcoming Main Street Great Streets Project. City Engineer Wheelock gave an overview of the of the approve TIF projects that have

already taken place downtown – St. Paul Street, Marketplace garage repairs, Browns Court parking lot clean up, storm water upgrades Main Street adjacent to City Hall Park. We are looking for approval for the repair or replace of ravine sewer, Main Street Upper block and Main Street lower block. For more information go the Public Works website to see the information provided in the Commission packet.

Commissioner Kennedy stated she likes the project and what changes were going to be made to make it more accessible.

City Engineer Laura Wheelock stated they were going to raise the whole street up for accessibility. She also explained taking parking space in the right of way not being used, we will have more specific information in March.

Commissioner Bose stated this has to be made known to the public. Laura explained that the Main Street initial outreach and design and construction phases. There will be weekly meetings.

Commissioner O'Neill-Vivanco stated she loves this and that St. Paul Street is pleasing. You mentioned failing trees and worn green belts is that streetscapes trees or Parks and Rec takes care of this. City Engineer Wheelock stated that this was DPW it was us, 8' wide tree belt, and width on soul pervious paver.

Commissioner O'Neill- Vivanco stated that the parking issue in other town they have signs to let visitors know where the parking is available. She asked about the impacts of the ravine sewer mean for existing businesses during the rehab.

City Engineer Wheelock stated they have to wait for the bond vote to see what is connected to it.

Commissioner Overby stated she does not feel that this will bode well in March. It should be on the November ballot and have more details with it. I am not supporting this I need more work and details. Brian Pine wants to do affordable housing. How long is that ravine sewer?

City Engineer Wheelock did not know exactly but estimated 6' tall in that area. This resembles tunnel. If we wait until November, it will be scary, as not all these things can wait. TIF has expiration until next March to bond. We need time with the design consultants and the hotel.

Commissioner Overby stated no dollars and no financial numbers to be believable. City Engineer Wheelock stated we do not have all the answers. Details are in the council packet I can send the link to you.

Commissioner Hogan stated there are opportunities to take advantage of, the gateway block is underwhelming. We need to take care of the ravine.

Commissioner Munteanu stated that year-by-year breakdown 2023-2025 what is the period for Main Street sewer project. Engineer Wheelock stated that it does not necessarily change the taxes. Main Street starting September 2023, the lower blocks

which are the simpler part of the street. It will be a minimum of 2 years before ravine sewer added in.

From: "Caryn Long" <carynlongvt@gmail.com>
Sent: Monday, February 14, 2022 10:10 AM
To: soverby@sover.net
Subject: Re: PWC minutes for Jan. 19 meeting

Caryn Long stated that she is impressed with this commission. 40 million bond request estimated median house prices \$300,000, will pay \$15 more. Give realistic price what it will cost people. TIF will not affect property taxes, yes it will. TIF funding is speculative. City Place destroyed hope in Burlington, how much tax money do we have from City Place? There are no permits for VFW site. Memorial is something people would pay for. If you want this to pass, build trust. Timeline 2 years on Main Street, can we survive construction? City Administration, DPW group, like to know how many engineers we have. Stratos luxury condo \$429,000.00 for 2 bedroom 1096 sq ft. Used TIF to support this.

Director Spencer stated that given the hour no timeline that works for the Commission to make this work, Action is not necessary but your input is invaluable.

Commissioner Overby stated that she needs more information two plans are really an investment, waiting on school district for money number for cost to build high school.

ITEM 6 – COVID 19 Operations Update

Director Spencer spoke about the impact of the pandemic recently on general operations where a number of our people have been out with COVID or had contact with someone who did. We have been able to maintain our services and keeping critical operations continuing with the help of people from other Divisions within Public Works stepping up and helping us out.

ITEM 7 – Director's Report –

Please see the Director's Report in the packet available on the website

ITEM 8 – Commissioner Communication

Commissioner Overby stated the snow fighting effort in the Old North End has been great.

Commissioner Bose seconded Commissioner Overby's comments for the snow removal. He stated that some of the comments received tonight asking for our trust I took issue with some of the comments. We can disagree about directions.

Commissioner O'Neill-Vivanco stated as well thank you for the snow removal. Commissioner O'Neill-Vivanco stated that some of the comments early in the meeting in elevated tone. We are all volunteers and we do not have magic wands. We rely on data from staff for making our decisions. I took offense that we have been sitting in our hands since October.

Commissioner Hogan stated thanked the department for carrying on. We need to look at the metrics and where we are. A conversation to get additional staff member.

Director Spencer stated we have council support for an engineer. We are hiring for the position. We are looking at hiring a Public Works Transportation Engineer.

ITEM 9 – Adjournment & Next Meeting Date - February 16, 2022

Commissioner O'Neill-Vivanco made a motion to adjourn
Commissioner Munteanu seconded
Unanimous approval

Meeting adjourned at 9:20 p.m.