



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Amy Bovee, Clerks Office
From: Chapin Spencer, Director
Date: January 9, 2014
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **January 15, 2014**
Time: 6:30 – 9:00 p.m.
Place: 645 Pine Street – Main Conference Room

A G E N D A

ITEM

- 1 Agenda
- 2 5 Min Public Forum
- 3 5 Min Consent Agenda
 - 3.10 South Willard & Spruce St – 3 Way Stop Request
 - 3.20 Spruce Ct Resident Parking Request
 - 3.30 Ward St Stop Sign Request
- 4 15 Min Richardson St, Morse Pl & Scarff Ave Stop Sign Request
 - 4.10 Communication, J. Fleming
 - 4.20 Discussion
 - 4.30 Decision

Non-Discrimination

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

- 5 20 Min FY2015 Draft Street Reconstruction List
 - 5.10 Communication, E. Demers
 - 5.20 Discussion

- 6 40 Min Developing Commission Goals for 2014
 - 6.10 Oral Communication, C. Spencer
 - 6.20 Discussion

- 7 Minutes of 12-18-13

- 8 Director's Report

- 9 Commissioner Communications

- 10 Adjournment & Next Meeting Date – 2-19-14



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: CHAPIN SPENCER, DIRECTOR
DATE: JANUARY 9, 2014
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on January 15, 2014 at 6:30 PM at 645 Pine St, Main Conference Room.

1. Agenda
2. Consent Agenda
3. Richardson St, Morse Pl & Scarff Ave Stop Sign Request
4. FY2015 Draft Street Reconstruction List
5. Minutes of 12/18/13

Non-Discrimination

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



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Amy Bovee, Clerks Office
From: Chapin Spencer, Director
Date: January 9, 2014
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **January 15, 2014**
Time: 6:30 – 9:00 p.m.
Place: 645 Pine Street – Main Conference Room

A G E N D A

ITEM

- 1 Agenda
- 2 5 Min Public Forum
- 3 5 Min Consent Agenda
 - 3.10 South Willard & Spruce St – 3 Way Stop Request
 - 3.20 Spruce Ct Resident Parking Request
 - 3.30 Ward St Stop Sign Request
- 4 15 Min Richardson St, Morse Pl & Scarff Ave Stop Sign Request
 - 4.10 Communication, J. Fleming
 - 4.20 Discussion
 - 4.30 Decision

Non-Discrimination

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

- 5 20 Min FY2015 Draft Street Reconstruction List
 - 5.10 Communication, E. Demers
 - 5.20 Discussion

- 6 40 Min Developing Commission Goals for 2014
 - 6.10 Oral Communication, C. Spencer
 - 6.20 Discussion

- 7 Minutes of 12-18-13

- 8 Director's Report

- 9 Commissioner Communications

- 10 Adjournment & Next Meeting Date – 2-19-14



MEMORANDUM

December 18, 2013

TO: Public Works Commission
FROM: Joel Fleming *JS*
RE: South Willard and Spruce Street 3-way stop request

Background:

Staff received a request from Mary Louise Smith, a resident of Spruce Street asking for multi-way stop signs to be installed at the intersection of South Willard Street and Spruce Street. South Willard Street is a major arterial in and out of the City that connects Shelburne Street to Main Street and Pearl Street. Spruce Street is a low volume, slow speed roadway that runs east west in the City's hill section. It connects South Willard Street with St Paul Street.

Observations:

Staff conducted a multi-way stop sign warrant analysis on the intersection of Spruce Street and South Willard Street. This intersection does not meet any of the warrant thresholds for multi-way stop controlled intersections. The vehicular traffic on South Willard Street exceeds the 300 vehicle average threshold for an 8 hour period but Spruce Street only had 30 vehicles exit it during the peak hour, well below the 200 vehicles per hour threshold. There were no accidents at or around this intersection in the past 2 years.

This intersection includes two very different types of roadways, a major arterial street and a local street. All roadways serve two purposes, access and mobility. Within that context different classes of streets have a higher degree of importance to mobility and to a lesser degree access (arterial). While Streets of a lesser importance to mobility and higher degree of importance to access would be classified as local streets. In this case South Willard Street is a major arterial and Spruce Street is a local street. Currently there is at least 155 feet of sight distance to the north and to the south of Spruce Street on South Willard Street. This gives vehicles exiting Spruce Street ample opportunity to safely enter the stream of traffic on South Willard Street.

✓ NB 1/9/14

Conclusions:

The Installation of a Multi-way Stop is not warranted because:

- Entering volumes of traffic for all approaches are not balanced.
- Spruce Street traffic volumes do not meet or exceed minimum entering volume thresholds.
- No accidents reported, suggesting no issues of confusion in the assignment of right of way or sight lines being blocked for side street entering traffic.
- Placement of unwarranted stop control leads to disrespect of the institutionalized stop control. Promoting bad driver behavior and the potential of increasing the accident experience.
- 385 feet south of this location is the intersection of Cliff Street and South Willard Street which is a multi-way stop controlled intersection.

Recommendations:

Staff recommends that the commission deny the petitioners request for a 3-way stop controlled intersection at South Willard Street and Spruce Street.



CITY OF BURLINGTON

SERVICE REQUEST

Name and Address

Name: Mary Louise Smith

Request D

05/17/2013 10:45

Due Date: 2/7/2

Address:

Phone Number: 657-3785

Email Address:

Request

Location: Spruce St & So Willard St

Request Description: Requesting a 3-way STOP here. Her son-in-law regularly leaves Spruce St. to turn onto Willard St. and site distance is poor (cars parked on Willard); has to creep out. Dangerous.

Assign History

Date	Assigned To	Description
5/17/2013 10:45:01 AM	Joel Fleming	Request Assigned

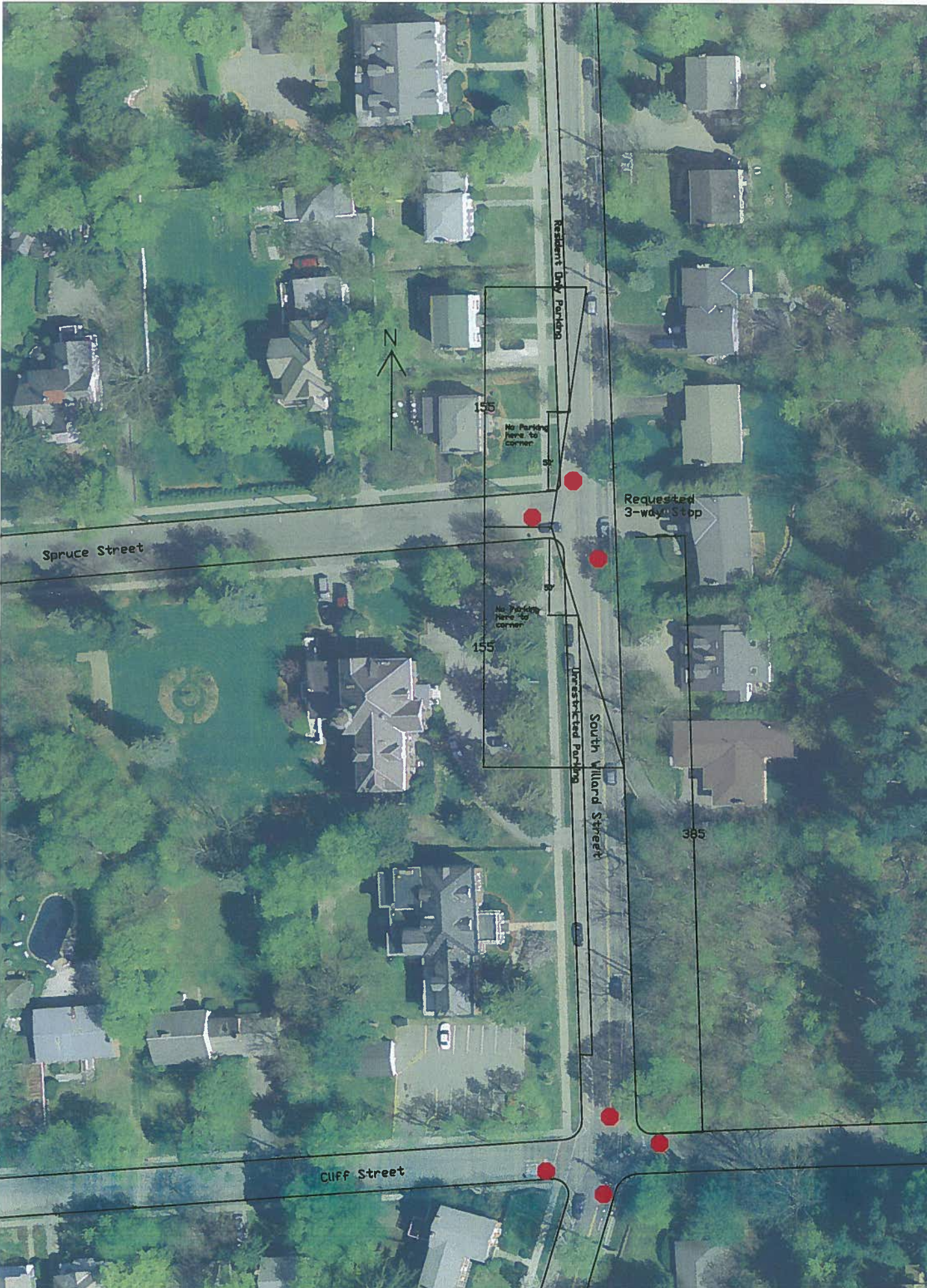
Work History

Date	Staff Person	Description
12/10/2013	Joel Fleming	Staff finished the multi-way stop sign warrant analysis. Waiting for accident data. Staff plans on bringing this item to the January DPW Commission meeting. (Entered on 12/10/2013 2:46:01 PM by Joel Fleming)
10/21/2013	Joel Fleming	Staff is conducting counts this week. Will do warrant analysis as soon as counts are completed. (Entered on 10/21/2013 2:14:28 PM by Joel Fleming)

Customer Service

Status: Scheduled

Request created by: Helen Plumley



Spruce Street

155

No Parking Here 10' corner

Requested 3-way Stop

155

No Parking Here 10' corner

Restricted Parking

South Willard Street

385

Cliff Street

Stop Sign Warrant
MUTCD 2B.07 Multi-way Stop Application

01. Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include, pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

02. The restrictions on the use of STOP signs described in Section 2B.04 also apply to Multi-way stop applications.

Guidance:

03. The decision to install multi-way stop control should be based on an engineering study.

04. The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

A. Where the traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

Not Warranted

B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions

Not Warranted: No accidents in the past 2 years

C. Minimum Volumes:

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages 300 vehicles per hour for any 8 hours of an average day; and

Warranted: In 2010 over a 3 day period the 8 hour average per hour was 505 V/hr

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but

N/A: No 8 hr counts on Spruce Street. the Peak hour volumes are well below 200 vehicles per hour

3. If the 85th-percentile approach speed of the major street exceeds 40 MPH, the minimum vehicular volume warrants at least 70 percent of the volumes provided in Items 1 and 2.

Not Warranted: the 85th percentile speed is 25 mph

D. Where no single criterion is satisfied, but criteria B, C.1 and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this criterion.

Not Warranted

Option:

Other criteria that may be considered in an engineering study include:

A. The need to control left-turn conflicts;

Not Warranted

B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;

Not Warranted

C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and

Not Warranted

D. In intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve operational characteristics of the intersection.

Not Warranted

Combined
 Start Date: 8/4/2010
 Start Time: 2:00:00 PM
 Site Code: BURL-53
 Station ID: BURL-53
 Location 1: WILLARD ST. BTW HOWARD ST. & BAYVIEW
 BURL-53 : S. WILLARD ST. (US 7)
 DIR 1 : SB / DIR 2 : NB
 TOWN : BURLINGTON / SPD 30 MPH
 COUNTERS : JM, MM, MB, TS

Date	Time	SB	NB	TOTAL	Buses	ALL TRUCKS	5-AXL TRUCKS & >
Thursday, August 05, 2010	12:00 AM	26	34	60	0	1	0
	8/5/2010 1:00 AM	18	11	29	0	0	0
	8/5/2010 2:00 AM	7	8	15	0	0	0
	8/5/2010 3:00 AM	8	8	16	0	2	1
	8/5/2010 4:00 AM	5	8	13	1	0	0
	8/5/2010 5:00 AM	16	21	37	0	3	1
	8/5/2010 6:00 AM	59	66	125	0	12	0
	8/5/2010 7:00 AM	122	195	317	3	14	0
	8/5/2010 8:00 AM	189	298	487	3	15	1
	8/5/2010 9:00 AM	177	264	441	3	23	2
	8/5/2010 10:00 AM	135	209	344	2	15	0
	8/5/2010 11:00 AM	163	275	438	0	10	0
	8/5/2010 12:00 PM	179	320	499	3	23	1
	8/5/2010 1:00 PM	183	299	482	1	22	0
	8/5/2010 2:00 PM	176	282	458	1	23	1
	8/5/2010 3:00 PM	218	323	541	0	13	0
	8/5/2010 4:00 PM	222	315	537	1	24	0
	8/5/2010 5:00 PM	201	368	569	0	12	0
	8/5/2010 6:00 PM	187	297	484	0	10	1
	8/5/2010 7:00 PM	151	192	343	1	5	0
	8/5/2010 8:00 PM	125	231	356	1	7	0
	8/5/2010 9:00 PM	129	201	330	0	10	0
	8/5/2010 10:00 PM	68	88	156	0	0	0
				7077	20	244	8
Friday, August 06, 2010	11:00 PM	56	89	145	0	4	0
	8/6/2010 12:00 AM	34	31	65	0	0	0
	8/6/2010 1:00 AM	24	20	44	0	0	0
	8/6/2010 2:00 AM	20	12	32	0	3	0
	8/6/2010 3:00 AM	12	12	24	0	0	0
	8/6/2010 4:00 AM	14	18	32	0	2	0
	8/6/2010 5:00 AM	26	15	41	1	4	1
	8/6/2010 6:00 AM	63	75	138	0	9	2
	8/6/2010 7:00 AM	118	181	299	0	19	3
	8/6/2010 8:00 AM	167	279	446	2	24	2
	8/6/2010 9:00 AM	167	255	422	3	34	2
	8/6/2010 10:00 AM	178	251	429	1	29	3
	8/6/2010 11:00 AM	177	276	453	2	29	0
	8/6/2010 12:00 PM	227	320	547	2	26	0
	8/6/2010 1:00 PM	198	335	533	0	16	1
	8/6/2010 2:00 PM	232	343	575	3	33	1
	8/6/2010 3:00 PM	217	347	564	0	20	0
	8/6/2010 4:00 PM	216	334	550	0	25	3
	8/6/2010 5:00 PM	229	356	585	1	10	0
	8/6/2010 6:00 PM	186	320	506	1	10	1
	8/6/2010 7:00 PM	136	220	356	1	11	0
	8/6/2010 8:00 PM	115	220	335	0	6	1

	8/6/2010	9:00 PM	121	190	311	0	1	0
	8/6/2010	10:00 PM	90	143	233	1	1	0
	8/6/2010	11:00 PM	76	87	163	1	0	0
					7828	19	316	20
Saturday, August 07, 2010		12:00 AM	40	56	96	0	1	0
	8/7/2010	1:00 AM	34	26	60	0	0	0
	8/7/2010	2:00 AM	27	20	47	0	0	0
	8/7/2010	3:00 AM	11	9	20	0	2	2
	8/7/2010	4:00 AM	6	15	21	0	2	1
	8/7/2010	5:00 AM	15	16	31	1	1	0
	8/7/2010	6:00 AM	27	28	55	0	3	1
	8/7/2010	7:00 AM	55	52	107	0	3	0
	8/7/2010	8:00 AM	88	101	184	1	6	0
	8/7/2010	9:00 AM	127	139	266	1	16	0
	8/7/2010	10:00 AM	188	179	367	2	15	1
	8/7/2010	11:00 AM	164	207	371	0	9	0
	8/7/2010	12:00 PM	176	220	396	0	6	0
	8/7/2010	1:00 PM	204	254	458	1	15	0
	8/7/2010	2:00 PM	188	257	445	0	11	0
	8/7/2010	3:00 PM	198	263	461	0	10	0
	8/7/2010	4:00 PM	202	265	467	0	6	0
	8/7/2010	5:00 PM	191	239	430	0	8	0
	8/7/2010	6:00 PM	158	189	347	0	3	0
	8/7/2010	7:00 PM	111	189	300	0	5	0
	8/7/2010	8:00 PM	117	146	263	0	2	0
	8/7/2010	9:00 PM	133	200	333	0	3	0
	8/7/2010	10:00 PM	91	165	256	1	4	0
	8/7/2010	11:00 PM	42	108	150	1	0	0
					5931	8	131	5
Sunday, August 08, 2010		12:00 AM	41	51	92	1	1	0
	8/8/2010	1:00 AM	19	19	38	0	1	1
	8/8/2010	2:00 AM	20	25	45	0	0	0
	8/8/2010	3:00 AM	13	11	24	0	0	0
	8/8/2010	4:00 AM	8	11	19	0	0	0
	8/8/2010	5:00 AM	11	11	22	0	1	0
	8/8/2010	6:00 AM	22	22	44	0	1	0
	8/8/2010	7:00 AM	35	35	70	0	0	0
	8/8/2010	8:00 AM	51	65	116	1	2	0
	8/8/2010	9:00 AM	111	112	223	1	3	0
	8/8/2010	10:00 AM	137	170	267	0	7	0
	8/8/2010	11:00 AM	176	196	372	0	4	1
	8/8/2010	12:00 PM	177	205	383	0	6	0
	8/8/2010	1:00 PM	187	264	451	0	9	1
	8/8/2010	2:00 PM	191	221	412	0	9	1
	8/8/2010	3:00 PM	197	236	433	0	6	0
	8/8/2010	4:00 PM	201	264	465	0	10	0
	8/8/2010	5:00 PM	179	261	440	0	6	0
	8/8/2010	6:00 PM	164	231	395	0	8	0
	8/8/2010	7:00 PM	104	191	295	0	4	0
	8/8/2010	8:00 PM	106	186	292	0	3	2
	8/8/2010	9:00 PM	88	162	250	0	2	1
	8/8/2010	10:00 PM	74	89	163	0	2	0
	8/8/2010	11:00 PM	49	91	140	0	1	0
					5491	3	86	7
Monday, August 09, 2010		12:00 AM	20	43	63	0	1	0
	8/9/2010	1:00 AM	10	14	24	0	1	1
	8/9/2010	2:00 AM	13	12	25	1	0	0
	8/9/2010	3:00 AM	6	12	18	0	1	1
	8/9/2010	4:00 AM	1	8	9	0	0	0

8/9/2010	5:00 AM	19	18	37	1	0	0
8/9/2010	6:00 AM	46	66	112	0	11	2
8/9/2010	7:00 AM	106	184	290	0	9	1
8/9/2010	8:00 AM	194	290	484	2	21	1
8/9/2010	9:00 AM	199	254	453	2	20	3
8/9/2010	10:00 AM	139	229	368	1	25	1
8/9/2010	11:00 AM	176	224	400	1	18	0
8/9/2010	12:00 PM	237	316	553	0	23	2
8/9/2010	1:00 PM	200	319	519	1	32	2
Wednesday, August 11, 2010	2:00 PM	185	296	481	1	18	0
8/4/2010	3:00 PM	185	320	505	1	10	1
8/4/2010	4:00 PM	232	339	571	0	19	0
8/4/2010	5:00 PM	226	393	619	1	9	0
8/4/2010	6:00 PM	156	279	435	1	11	0
8/4/2010	7:00 PM	127	214	341	0	10	0
8/4/2010	8:00 PM	150	201	351	1	8	0
8/4/2010	9:00 PM	116	177	293	0	5	0
8/4/2010	10:00 PM	99	117	216	0	2	0
8/4/2010	11:00 PM	51	58	109	0	0	0
				7276	14	254	15

10/17/2013, PM count, C. Brett

Time		Major: Willard				Minor: Spruce	
Start	Stop	N	S	Wn	Ws	W	S
4:30	4:45	60	56	1	8	4	2
4:45	5:00	51	60	1	6	5	5
5:00	5:15	82	51	2	7	2	3
5:15	5:30	77	77	2	2	4	5
Total:		270	244	6	23	15	15
		Total:	543			Total:	30

11/13/2013, AM count, C. Brett

Time		Major: Willard				Minor: Spruce	
Start	Stop	N	S	Wn	Ws	W	S
7:30	7:45	98	54	2	0	2	1
7:45	8:00	101	60	3	1	4	2
8:00	8:15	70	50	1	2	2	0
8:15	8:30	47	39	3	2	2	2
Total:		316	203	9	5	10	5
		Total:	533			Total:	15



MEMORANDUM

January 2, 2014

TO: Public Works Commission
FROM: Joel Fleming 
RE: Spruce Court Resident Parking request

Background:

In October Staff received a 2 part request from James Lantz, a resident of Spruce Court in the City's south end, asking:

- **Item 1:** To remove parking from the west side of Spruce Court to accommodate emergency access and recycling pick-up. In October the Commission voted to remove parking on the west side of Spruce Court and in November those changes went into effect and has been addressed
- **Item 2:** To make Spruce Court restricted to resident only parking on the east side of the street. Staff had to wait until parking was removed on the west side before our process of data gathering and analysis.

Spruce Court is a small residential, dead end street, one block east of St Paul Street, off Spruce Street in the City's south end. There are 8 properties on Spruce court and each one of them has off-street parking available to them.

Observations:

Spruce Street is 24 feet wide. The current configuration has parking on the east side of the street, leaving 16 feet for two opposing lanes. Spruce Court is a dead end street which makes it eligible for resident parking.

Staff conducted a resident parking survey of Spruce Court for 3 days in December. The counts were done at 7:00 am, 11:00 am, and 5:00 pm. This allowed staff to see if there was an influx of non-residents parking on the street during the day. There are currently 8 parking spaces on the east side of Spruce court. During the three days of license plate counts there were never

more than 3 vehicles parked on the street at any time. The same 2 vehicles were parked in the same spaces for the entire length of the count.

Conclusions:

The on-street parking, from our assessment, is underutilized and is being used by residents. Given the burden of acquiring permits and accommodating visitors with visitor passes, we see the burden of a residential parking restriction more problematic than helpful.

Recommendations:

Staff recommends that the Commission deny the petitioners request to install a resident parking restriction on the east side of Spruce Court.



CITY OF BURLINGTON

SERVICE REQUEST

Name and Address

Name: James Iantz

Request Date: 01/02/2014

10:08 AM

Due Date: 2/1/2014

Address: Spruce Court

Phone Number: 8606402

Email Address:

Request

Location: 9 Spruce Court

Request Description: Residents are requesting resident parking on the east side of Spruce Court for the length of the street.

Assign History

Date	Assigned To	Description
1/2/2014 10:07:49 AM	Joel Fleming	Request Assigned

Work History

Customer Service

Status: Planning

Request created by: Joel Fleming

Print Date: 1/2/2014 10:08:10 AM



St Paul Street

Spruce Court

Requested
Resident Only
Parking

Spruce Street

[illegible]

Helen Plumley

From: Joel Fleming
Sent: Thursday, September 12, 2013 2:37 PM
To: Helen Plumley
Subject: FW: Spruce Ct Safety Hazard; ref'd by Fire Marshal

Could you put this into the rfs system for me?

Thanks,

Joel

Joel Fleming, E.I.T
Engineering Technician
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832
Fax: (802)8630466
Email: jfleming@ci.burlington.vt.us

From: James Lantz [<mailto:jimlantz@me.com>]
Sent: Thursday, September 12, 2013 2:30 PM
To: Joel Fleming
Cc: Lynn Lantz; Barry Simays
Subject: Spruce Ct Safety Hazard; ref'd by Fire Marshal

Hello Mr. Fleming,

I was referred to your department by Mr. Barry Simays, Fire Marshal for the city of Burlington.

I am writing to call attention to, what many on our street believe is, a serious fire safety issue regarding the parking on our street, Spruce Court in Burlington.

Spruce Court is a narrow cul-de-sac street in the South End with only 6 houses on it --- on numerous occasions in the last couple of months, the city recycling trucks have not been able to enter our street as when cars are parked on both sides of the street, it becomes too narrow for a large truck to enter. If cars are parked at the entrance of the street are large, or if the cars are not parked close to the curb, it leaves little room down the center of the street and encumbers entrance to the street --- recently, when a large SUV and another not-close-to-the-curb car were parked at the top of the street, that distance was under 7 feet wide!

Obviously, if the city recycling trucks can't enter our street, then a fire truck would also be unable to enter the street, should it be necessary --- and this seems like a serious fire issue.

It would seem appropriate, and solve the fire safety issue in the easiest manner possible, if the street were posted for parking on one side only.

Please let me know if you are the appropriate city authority to call attention to this matter, and if your department can sufficiently address it ---- and, if not, can you please direct me to the appropriate authority?

I have also attached two photographs from this morning's recycle truck --- the driver informed us that he was not able to enter the street yesterday, Wednesday Sept 11 (the normal recycling day) as cars parked at the entrance of the street did not give his truck sufficient room to enter the street and safely maneuver his truck. Please note that both cars pictured are relatively small --- in the past, when larger SUVs or pickup trucks have been parked on the street, it has caused an even tighter squeeze.

Thank you for any attention you can give this matter. Hope to hear from you!

Sincerely,

Jim and Lynn Lantz
13 Spruce Court
Burlington, VT

802.860.6402





**RESIDENT PARKING
BURLINGTON, VERMONT
STREET SELECTION PETITION**

Date: October 7, 2013

Street: Spruce Court

From House Number: 20-22 Spruce St.
and 30-32 Spruce St.
Spruce St.

To House Number: 18 Spruce Ct.

To Street: End of Spruce Ct.

Total single dwelling Units: 5

Total apartment Buildings: 3

Total Apartment Units: 6

Person Conducting Petition:
Name:

JAMES LANTZ

Address: 13 SPRUCE CT. Burlington VT

Telephone: (802) 860.6402

House #	Apt #	Name	Resident Parking	Hours Day	Days Week
13		JAMES & LYNN LANTZ	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
10		Tom + Sheila Weaver	☒ Yes	24 Hrs	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
9		MICHAEL GAUTHIER WALTER MCQUIRE	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
17		Amie + Lyman Conger	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
18	Down	Shannon + Pat Desautels	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
18	UP	Courtney Bryan	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
14		Patrick Miller	☒ Yes	24 Hrs	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
22 Spruce St.		Mark + Sarah Howe	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
30 Spruce St.		Melinda Johns	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
32 Spruce St.	upstairs	Lee Holcomb	☒ Yes	24 Hrs	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
32 Spruce		MARTHA WHITNEY Jonathan Laddell	☒ Yes	<u>24 Hrs</u>	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
			☐ Yes	24 Hrs	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>
			☐ Yes	24 Hrs	Mon-Fri
			☐ No	6AM-6PM	<u>All Week</u>



MEMORANDUM

January 2, 2014

TO: Public Works Commission
FROM: Joel Fleming 
RE: Spruce Court Resident Parking request

Background:

In October Staff received a 2 part request from James Lantz, a resident of Spruce Court in the City's south end, asking:

- **Item 1:** To remove parking from the west side of Spruce Court to accommodate emergency access and recycling pick-up. In October the Commission voted to remove parking on the west side of Spruce Court and in November those changes went into effect and has been addressed
- **Item 2:** To make Spruce Court restricted to resident only parking on the east side of the street. Staff had to wait until parking was removed on the west side before our process of data gathering and analysis.

Spruce Court is a small residential, dead end street, one block east of St Paul Street, off Spruce Street in the City's south end. There are 8 properties on Spruce court and each one of them has off-street parking available to them.

Observations:

Spruce Street is 24 feet wide. The current configuration has parking on the east side of the street, leaving 16 feet for two opposing lanes. Spruce Court is a dead end street which makes it eligible for resident parking.

Staff conducted a resident parking survey of Spruce Court for 3 days in December. The counts were done at 7:00 am, 11:00 am, and 5:00 pm. This allowed staff to see if there was an influx of non-residents parking on the street during the day. There are currently 8 parking spaces on the east side of Spruce court. During the three days of license plate counts there were never

more than 3 vehicles parked on the street at any time. The same 2 vehicles were parked in the same spaces for the entire length of the count.

Conclusions:

The on-street parking, from our assessment, is underutilized and is being used by residents. Given the burden of acquiring permits and accommodating visitors with visitor passes, we see the burden of a residential parking restriction more problematic than helpful.

Recommendations:

Staff recommends that the Commission deny the petitioners request to install a resident parking restriction on the east side of Spruce Court.



CITY OF BURLINGTON

SERVICE REQUEST

Name and Address

Name: James Iantz

Request Date: 01/02/2014

10:08 AM

Due Date: 2/2/2014

Address: Spruce Court

Phone Number: 8606402

Email Address:

Request

Location: 9 Spruce Court

Request Description: Residents are requesting resident parking on the east side of Spruce Court for the length of the street.

Assign History

Date	Assigned To	Description
1/2/2014 10:07:49 AM	Joel Fleming	Request Assigned

Work History

Customer Service

Status: Planning

Request created by: Joel Fleming

Print Date: 1/2/2014 10:08:10 AM



St Paul Street

Spruce Court

Requested
Resident Only
Parking

Spruce Street

	12/11/2013			12/12/2013			12/13/2013		
	7:00	11:00	5:00	7:00	11:00	3:00	7:00	11:00	3:00
East Side	K168	K168	K168	K168	K168	K168	K168	FFE 665	K168
	FFE 665	FFE 665	FFE 665	FFE 665	FFE 665	FFE 665	FFE 665	BDG 880	FFE 665
	ESG 2979			FLS 774					
Percent of spaces used	43%	29%	29%	43%	29%	29%	29%	29%	29%
Percent Commuters		0%	0%		0%	0%		0%	0%

Helen Plumley

From: Joel Fleming
Sent: Thursday, September 12, 2013 2:37 PM
To: Helen Plumley
Subject: FW: Spruce Ct Safety Hazard; ref'd by Fire Marshal

Could you put this into the rfs system for me?

Thanks,

Joel

Joel Fleming, E.I.T
Engineering Technician
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832
Fax: (802)8630466
Email: jfleming@ci.burlington.vt.us

From: James Lantz [<mailto:jimlantz@me.com>]
Sent: Thursday, September 12, 2013 2:30 PM
To: Joel Fleming
Cc: Lynn Lantz; Barry Simays
Subject: Spruce Ct Safety Hazard; ref'd by Fire Marshal

Hello Mr. Fleming,

I was referred to your department by Mr. Barry Simays, Fire Marshal for the city of Burlington.

I am writing to call attention to, what many on our street believe is, a serious fire safety issue regarding the parking on our street, Spruce Court in Burlington.

Spruce Court is a narrow cul-de-sac street in the South End with only 6 houses on it --- on numerous occasions in the last couple of months, the city recycling trucks have not been able to enter our street as when cars are parked on both sides of the street, it becomes too narrow for a large truck to enter. If cars are parked at the entrance of the street are large, or if the cars are not parked close to the curb, it leaves little room down the center of the street and encumbers entrance to the street --- recently, when a large SUV and another not-close-to-the-curb car were parked at the top of the street, that distance was under 7 feet wide!

Obviously, if the city recycling trucks can't enter our street, then a fire truck would also be unable to enter the street, should it be necessary --- and this seems like a serious fire issue.

It would seem appropriate, and solve the fire safety issue in the easiest manner possible, if the street were posted for parking on one side only.

Please let me know if you are the appropriate city authority to call attention to this matter, and if your department can sufficiently address it ---- and, if not, can you please direct me to the appropriate authority?

I have also attached two photographs from this morning's recycle truck --- the driver informed us that he was not able to enter the street yesterday, Wednesday Sept 11 (the normal recycling day) as cars parked at the entrance of the street did not give his truck sufficient room to enter the street and safely maneuver his truck. Please note that both cars pictured are relatively small --- in the past, when larger SUVs or pickup trucks have been parked on the street, it has caused an even tighter squeeze.

Thank you for any attention you can give this matter. Hope to hear from you!

Sincerely,

Jim and Lynn Lantz
13 Spruce Court
Burlington, VT

802.860.6402





**RESIDENT PARKING
BURLINGTON, VERMONT
STREET SELECTION PETITION**

Date: October 7, 2013

Street: Spruce Court

From House Number: 20-22 Spruce St.

To House Number: 18 Spruce Ct.

From Street: and 30-32 Spruce St. Spruce St.

To Street: End of Spruce Ct.

Total single dwelling Units: 5

Total apartment Buildings: 3

Total Apartment Units: 6

Person Conducting Petition:
Name:

JAMES LANTZ

Address:

13 SPRUCE CT. Burlington VT

Telephone:

(802) 860.6402

House #	Apt #	Name	Resident Parking	Hours Day	Days Week
13		JAMES & LYNN LANTZ	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
10		Tom + Sheila Weaver	<u>Yes</u>	24 Hrs	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
9		MICHAEL GAUTHIER WALTER MCQUIRE	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
17		Amie + Lyman Conger	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
18	Down	Shannon + Pat Desautels	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
18	UP	Courtney Bryan	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
14		Patrick Miller	<u>Yes</u>	24 Hrs	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
22 Spruce St.		Mark + Sarah Howe	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
30 Spruce St.		Melinda Johns	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
32 Spruce St.	upstairs	Lee Holcomb	<u>Yes</u>	24 Hrs	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
32 Spruce		MARTHA WHITNEY Jonathan Laddell	<u>Yes</u>	<u>24 Hrs</u>	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
			Yes	24 Hrs	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>
			Yes	24 Hrs	<u>Mon-Fri</u>
			No	6AM-6PM	<u>All Week</u>



MEMORANDUM

December 26, 2013

TO: Public Works Commission
FROM: Joel Fleming *JF*
RE: Ward Street Stop Sign requests

Background:

Staff received a request from City Councilor Rachel Siegel asking for multi-way stop signs at intersections on Ward Street. In the letter dated, May 3rd, 2013, Ms. Siegel requested that the Department of Public Works install a 3-way stop at the intersection of Ward Street and Manhattan Drive or at the intersection of Blodgett Street and Ward Street. Along with the stop sign requests there was a request for traffic calming in the neighborhood as well. Staff has directed the petitioner to Nicole Losch for this portion of the request.

- **Item 1: Stop sign request for Ward Street and Manhattan Drive:** Manhattan Drive is a collector roadway that connects North Avenue with VT Rt 127 and Riverside Avenue. This section of Manhattan Drive see's much less traffic than the section east of VT. RT 127 (beltline). Ward Street connects North Avenue to Manhattan Drive, and sees a fair amount of commuter traffic that uses it as a cut through to get to VT. RT 127. There is currently a stop sign on Ward Street where it meets Manhattan Drive.
- **Item 2: Stop sign request at Ward Street and Blodgett Street:** Blodgett Street is a local street in the City's Old North End. It runs north and south parallel to North Avenue and intersects Ward Street at its northern terminus. The intersection is a 3-way minor/major intersection with no stop control on Blodgett or Ward Street.

Observations:

- **Item 1:** Staff conducted a multi-way stop sign warrant analysis on the Ward Street and Manhattan Drive intersection. Staff found that this intersection:
 - Did not exceed any of the volume or accident warrant thresholds for multi-way stop controlled intersections.

TB 1/7/13

- There were no reported accidents that occurred at this intersection from 2009 through 2013.
- This intersection does not have a balanced traffic pattern, Manhattan Drive saw 177 vehicles during the peak hour while Ward Street only saw 44 vehicles in that same time period.
- **Item 2:** Staff also conducted a multi-way stop sign warrant analysis on the intersection of Ward Street and Blodgett Street. This intersection:
 - Did not exceed any of the volume or accident warrant thresholds for multi-way stop controlled intersections.
 - The traffic on Blodgett and Ward Streets are not balanced. Ward Street sees much more traffic than Blodgett Street. During the peak hour, Ward Street saw 67 vehicles and during the same time period Blodgett Street only had 9 vehicles.
 - There were no reported accidents that occurred at or near this intersection from 2009 through 2013.

Conclusions:

Item 1: The intersection of Ward Street and Manhattan Drive did not meet any of the warrant thresholds for multi-way stop controlled intersections. Adding stop signs on Manhattan Drive at Ward Street will cause unnecessary delays on Manhattan Drive. Adding stop signs where the warrant thresholds are not met could cause drivers to not respect the stop signs in place.

Item 2: The intersection of Ward Street and Blodgett Street did not meet any of the warrant thresholds for multi-way stop controlled intersections. However, the current sight distance when approaching Ward Street on Blodgett Street is 105 feet to the east and 100 feet to the west, this is well below the required stopping sight distance, 155 feet, for a 25 mph roadway. Given the limited or restricted sight distance, stop control is warranted at the north bound approach to Ward Street and Blodgett Street.

Recommendations:

Staff recommends that the Commission:

- Deny the petitioners request for a 3-way stop controlled intersection at the Ward Street and Manhattan Drive intersection
- Deny the petitioners request for a 3-way stop controlled intersection at the Ward Street and Blodgett Street intersection.
- Adopt stop control at Blodgett Street where it meets with Ward Street.



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

Request

2547

SERVICE REQUEST

Name and Address

Name: Rachel Siegel, Aaron
Keech and Justine Sears

Request Date: 09/05/2013 12:47 PM

Due Date: 10/5/2013

Address:

Phone Number: 777-2627
rsiegel@burlingtonvt.gov

Email Address:

Request

Location: Ward St

Request Description: This RFS is a break-out of RFS #1371, requesting a more broad traffic calming solution. This RFS is a STOP sign request. See attached letter from Norm Blais et al.

Assign History
Date

9/5/2013 12:47:15 PM

Assigned To

Joel Fleming

Description

Request Assigned

Work History
Date

09/05/2013

Staff Person

Helen
Plumley

Description

CORRECTION: See attached letter from Siegel et al addressed to Norm Blais (should have been Baldwin). HP

(Entered on 9/5/2013 12:58:54 PM by Helen Plumley)

Customer Service

Status: New

Request created by: Helen Plumley

Print Date: 9/5/2013 1:04:30 PM

Norm Blais
Department of Public Works, City of Burlington

Burlington, VT 05401

May 3, 2013

Dear Norm,

This letter is a request for traffic control measures on Ward Street. The reality of Ward Street as a neighborhood is currently dictated by commuters using it as a by-pass between North Avenue and 127. The west end of Ward Street is tempered by a right-angle intersection with North Avenue and a three-way stop at Drew Street. Central to Ward Street is a speed bump of such little consequence that brakes are rarely used by commuters. This speed bump needs to be corrected, but the primary focus of this request lies at the east end of Ward Street.

The east end of Ward Street has no traffic control measures in place and the commuter mindset of either approaching or exiting 127 creates speeding hazards. Furthermore, the two intersections abutting Ward Street on the east end (Manhattan and Blodgett) contact Ward Street at obtuse angles, allowing commuters to see oncoming traffic and not even brake while proceeding through turns. It is at these two intersections that we seek traffic control, as a solution for neighborhood safety will not come from addressing only one. Below, we are presenting two proposals with an attempt to consider safety, community aesthetics, existing infrastructure, cost, and traffic engineering. It is our hope that DPW will act upon one of these two proposals.

In setting up these two proposals, we would like to first state existing infrastructure. Ward Street does have a single stop sign at Manhattan that is accompanied by a faux red-brick crosswalk. This does nothing to control commuters entering Ward from Manhattan nor does it control the speed of commuters traveling east on Ward Street inside the neighborhood. The intersection of Blodgett and Ward possesses no stops, but it does have sidewalks sloped to the street for two crossings; across Blodgett (basic white paint) and the more easterly side of the Ward and Blodgett intersection (not marked).

The first proposal is to install three-way stop signs at the Ward and Manhattan intersection. This would be followed by a combination speed-bump/faux brick painted crosswalk at each of the two existing sloped sidewalks at Ward and Blodgett. This option would properly control traffic at the Ward and Manhattan intersection. The two speed bumps would also temper commuter speeds inside the neighborhood traveling east on

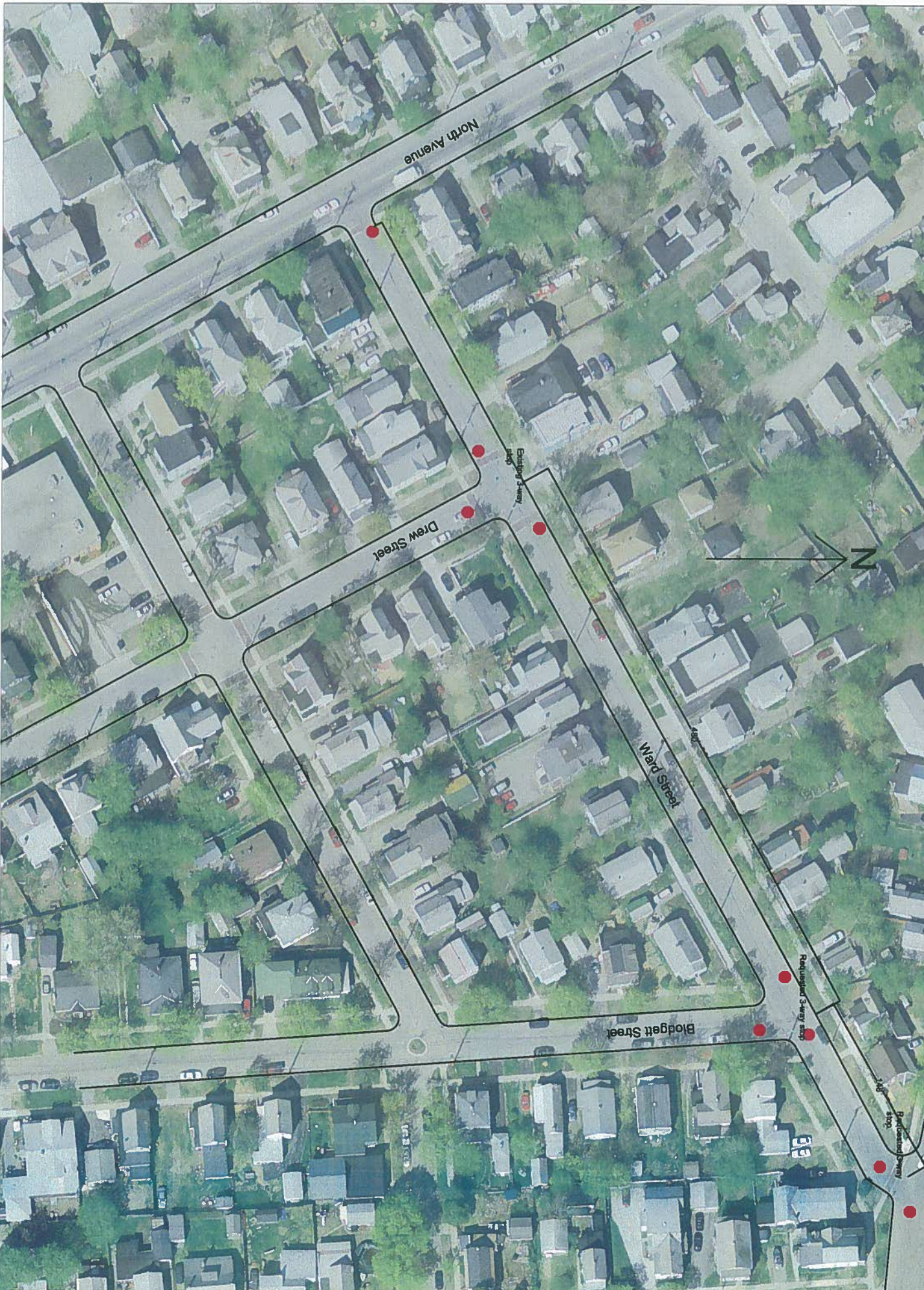
Ward, as well as commuters to and from Blodgett. This proposal would combine speed bump/crosswalk locations to both minimize cost and maximize aesthetics on Ward Street.

The alternative proposal is to install three-way stop signs at the Ward and Blodgett intersection, including basic faux-brick painted crosswalks at the two existing sloped sidewalk crossings. This would be followed by a speed bump installed perpendicular to Utility Pole #02213 located approximately 20 feet onto Ward from Manhattan. The location of the speed bump would maximize aesthetics by positioning signage on or in front of an existing utility pole on one side and would also lie outside the parking (residential) zone on the other side. This option would properly control traffic at Ward and Blodgett inside the neighborhood and provide two faux brick painted crosswalks, but also temper commuter speeds entering from Manhattan at the speed bump. This option allows commuters to continue unhindered on Manhattan (a pro or con dependent upon city traffic engineering growth plans). The loss of parking within the Ward and Blodgett intersection may also be an engineering consideration in this proposal.

We believe these proposals are warranted for the safety of the children in particular, all pedestrians secondarily, and the commuters themselves who fail to obey traffic law through these turns and down these streets. The approval of one of these proposals would provide a character of historic community, courtesy, and enforceability in this neighborhood. Please consider helping our neighborhood remain a peaceful and calm community – not dictated by commuters using us as a by-pass.

We invite you to meet us on location if you see value in discussing these proposals further or to observe commuter behavior. We look forward to hearing your thoughts. I, Rachel, can be reached at rsiegel@burlingtonvt.gov or 777-2627. Thank you for your time and efforts.

Sincerely,
Rachel Siegel (Burlington City Councilor, Ward 3)
Aaron Keech (Ward St Resident and parent)
Justine Sears (Ward St Resident and parent)



Manhattan Drive

@ Ward Street:

10/29/2013, PM count, J. Fleming

Time		Major: Manhattan			Minor: Ward	
Start	Stop	NB	SB	W	SB	NB
3:30	3:45	10	10	3	7	0
3:45	4:00	6	10	11	6	0
4:00	4:15	19	8	7	9	0
4:15	4:30	11	11	7	5	0
4:30	4:45	18	11	6	14	1
4:45	5:00	15	5	7	7	1
5:00	5:15	13	10	7	7	1
5:15	5:30	19	11	5	12	1
TOTALS:		111	76	53	67	4

10/31/2013, AM count, J. Fleming

Time		Major: Manhattan			Minor: Ward	
Start	Stop	NB	SB	WB	NB	SB
7:00	7:15					
7:15	7:30	13	13	4	4	0
7:30	7:45	17	15	2	3	0
7:45	8:00	35	23	1	9	0
8:00	8:15	21	26	4	4	0
8:15	8:30	15	12	6	10	0
8:30	8:45	4	7	4	5	0
8:45	9:00	8	15	4	4	0
TOTALS:		48	60	18	23	0

Ward Street @

Blodgett Street:

10/29/2013, PM count, J. Fleming							
Time		Major: Ward			Minor: Blodgett		
Start	Stop	EB	WB	SB-Blo.	EB	WB	
3:30	3:45	4	3	0	3	0	
3:45	4:00	7	6	4	1	0	
4:00	4:15	9	5	1	0	1	
4:15	4:30	2	4	2	4	0	
4:30	4:45	14	5	2	1	0	
4:45	5:00	6	6	2	3	1	
5:00	5:15	8	5	5	1	0	
5:15	5:30	9	3	2	1	0	
TOTALS:		59	37	18	14	2	

5/13/2013, AM count, J. Fleming							
Time		Major: Ward			Minor: Blodgett		
Start	Stop	EB	WB	SB-Blo.	EB	WB	
7:00	7:15						
7:15	7:30	3	1	1	2	0	
7:30	7:45	3	2	0	1	0	
7:45	8:00	9	1	0	0	1	
8:00	8:15	4	3	2	1	0	
8:15	8:30	9	4	2	2	1	
8:30	8:45	4	5	2	2	1	
8:45	9:00	3	1	1	2	0	
TOTALS:		35	17	8	10	3	

Stop Sign Warrant
MUTCD 2B.07 Multi-way Stop Application

01. Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include, pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

02. The restrictions on the use of STOP signs described in Section 2B.04 also apply to Multi-way stop applications.

Guidance:

03. The decision to install multi-way stop control should be based on an engineering study.

04. The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

A. Where the traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

Not Warranted

B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions

Not Warranted: Zero accidents in the past 4 years

C. Minimum Volumes:

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages 300 vehicles per hour for any 8 hours of an average day; and

Not Warranted: Peak hour traffic is 67 vehicles

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but

Not Warranted: Peak hour traffic 9 vehicles

3. If the 85th-percentile approach speed of the major street exceeds 40 MPH, the minimum vehicular volume warrants at least 70 percent of the volumes provided and Items 1 and 2.

Not Warranted

D. Where no single criterion is satisfied, but criteria B, C.1 and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this criterion.

Not Warranted

Option:

Other criteria that may be considered in an engineering study include:

A. The need to control left-turn conflicts;

Not Warranted

B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;

Not Warranted

C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and

Not Warranted

B. In intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve operational characteristics of the intersection.

Not Warranted

Stop Sign Warrant
MUTCD 2B.07 Multi-way Stop Application

01. Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include, pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

02. The restrictions on the use of STOP signs described in Section 2B.04 also apply to Multi-way stop applications.

Guidance:

03. The decision to install multi-way stop control should be based on an engineering study.

04. The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

A. Where the traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

Not Warranted

B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions

Not Warranted: no Accidents reports in the last 4 years

C. Minimum Volumes:

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages 300 vehicles per hour for any 8 hours of an average day; and

Not Warranted: peak hour traffic has 177 vehicles

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but

Not Warranted: Peak hour has 44 vehicles

3. If the 85th-percentile approach speed of the major street exceeds 40 MPH, the minimum vehicular volume warrants at least 70 percent of the volumes provided and Items 1 and 2.

Not Warranted

D. Where no single criterion is satisfied, but criteria B, C.1 and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this criterion.

Not Warranted

Option:

Other criteria that may be considered in an engineering study include:

A. The need to control left-turn conflicts;

Not Warranted

B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;

Not Warranted:

C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and

Not Warranted

B. In intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve operational characteristics of the intersection.

Not Warranted



MEMORANDUM

January 8, 2014

TO: Public Works Commission
FROM: Joel Fleming *JS*
RE: Richardson Street, Morse Place, and Scarff Avenue Stop Sign Request

Background:

At December's 2013 Public Works Commission meeting the Commission voted to accept staff's recommendation to deny the petitioners request to install multi-way stop control at Richardson Street, Morse Place, and Scarff Avenue intersections. Neither the Commission nor staff knew that there were residents that attended the meeting hoping to speak on this item.

It is important to staff that our process provide the public confidence that our process provides them with fair opportunity to be heard. As staff with the support of the Chair of the Commission we felt it necessary to have this request revisited and heard at this upcoming commission meeting.

This particular request was seeking to install a 4 way stop at the far ends of what we would consider the limits of 2-3 Way Intersections adjacent to each-other. Leading up to the previous meeting we had two concerns

- The precedent of supporting a stop sign request where it did not meet warrant requirements for a multiway stop
- A request to install 4 way stop sign control that is perceived by some as one 4 way intersection, when in fact it is two-three way intersection that are adjacent to each-other.
- In carrying forward the request to adopt a 4 way stop. Staff had very serious concern that drivers approaching this proposed 4 way stop would not make eye contact and would result confusion leading to a lack of clarity as to who is intended to yield and who should be allowed to proceed before entry to what is a very broad intersection.

Staff Follow Up After December 2013 Commission Meeting

NB 1/9/14

After revisiting this issue and examining the area of interest in the context of the broader neighborhood traffic control and circulation Staff came to a new conclusion that we could support a variation of the original request. Staff would propose that the Public Works Commission:

- Adopt the installation of a 3 Way Multi-way Stop at the intersection of Morse Place and Richardson Place.
- Adopt minor street stop control causing to stop westbound traffic at the intersection of Scarff Avenue and Richardson.

We believe we can support this modified proposal given this particular intersection is the last remaining intersection within this neighborhood unit that does not have multi-way stop control. Having this particular intersection absent of similar control is confusing within itself. Confusion and a lack of predictability lead to accidents.

Knowing how important this issue is to the neighborhood we took the opportunity to share this proposal with Ms. Levinson. Ms. Levinson was supportive of this alternative proposal and shared she would seek to share the concept with her neighbors.

Recommendations:

Staff would seek to retract our previous recommendation and recommend that the commission:

- Adopt multi-way stop control at the intersection of Richardson Avenue and Morse Place
- Adopt stop control at the western bound approach at the intersection of Scarff Avenue and Richardson Avenue.

Please feel free to call if you have any questions. We look forward to having this item heard and will be present at the meeting to answer any questions you may have.

#
2122**CITY OF BURLINGTON****SERVICE REQUEST****Name and Address**

Name: Amanda Levinson

Address: 101 Richardson Ave

Phone Number: 617-388-9717

Request Date:

07/09/2013

11:55 AM

Due Date:

8/8/2013

Email Address:

Request

Location: Richardson St

Request Description: Request for stop signs to be place in Richardson - northbound at Richardson & Scarff , Southbound at Richardson & Morse Pl and Eastbound on Morse and Richardson. See Attached info

Assign History

Date	Assigned To	Description
7/9/2013 11:55:03 AM	Joel Fleming	Request Assigned

Work History

Date	Staff Person	Description
10/01/2013	Joel Fleming	Staff has started to conduct counts at these intersections (Entered on 10/1/2013 3:40:18 PM by Joel Fleming)

Customer Service

Status: Investigation

Request created by: Valerie Ducharme

Print Date: 12/2/2013 3:39:08 PM

We, the residents of Richardson Street, Scarff Avenue, Morse Place and Lyman are requesting that Stop signs be placed on Richardson – Northbound at Richardson and Scarff, Southbound at Richardson and Morse Place and Eastbound on Morse at Richardson.

From as early as 3:30PM thru 6:00PM, traffic trying to avoid the long line on Pine Street at Pine and Home Avenue use Lyman and Ferguson Avenues to get to Richardson and then to Home Avenue.

Richardson is the only street with no stop sign for two blocks and cars routinely exceed the 25 MPH speed limit. The reverse is true in the morning for the same reason, to avoid the line on Home Avenue.

Morse Place needs the stop sign as the people short cutting on that street hardly stop and have come way out into the Northbound side of Richardson. We have all had close calls at that intersection.

With the large number of young children and many pets in this area, it is only a matter of time before something tragic happens.

We hereby request that the Dept. of Public Works will act on this request and install those signs as soon as possible.

RECEIVED

JUL - 9 2013

BURLINGTON PUBLIC
WORKS



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

Neighborhood Traffic Management Request

DATE 6/18/13

In accordance with Burlington Public Works Commission policies on neighborhood traffic management and traffic calming this petition must be returned to the Department of Public Works 90 days from the above date.

Petition Contact

First Name Amanda Last Name Lewinson
Street Number 101 Street Address Richardson St.
Phone Number 617-388-9717 e-mail address amanda.rose.lewison@gmail.com

Petition

Location of Request Richardson, Scarff + Morse
Please describe the circumstances prompting this petition High volume + speeding traffic during rush hour on Richardson makes for dangerous conditions. Please see attached request for stop signs.

In accordance with Burlington Public Works Commission policies on neighborhood traffic management and traffic calming this is a petition to pursue the concerns described above. Investigation by city traffic engineering staff has determined that conditions in the questioned area meet all accepted standards and warrants as to roadway design and safety and that any action would be considered an enhancement to the current situation.

All of the households, both rental and owner occupied, on the affected streets (as determined by city traffic engineering staff), including corner households that intersect affected streets must be informed of these activities. Approval of at least 30% of these households is necessary to continue the development of an understanding of the need and purpose of further action. Your signature on this petition conveys this approval.

Only one signature is permitted per household. Attach additional sheets as necessary.

NAME	ADDRESS	APT #	PHONE #	E-MAIL ADDRESS
Cassy Gardner	4 Scarff Ave		802-578-8358	cassy.gardner@gmail.com
Amanda Lewinson	101 Richardson St		617-388-9717	amanda.rose.lewison@gmail.com
Michael Rubinfeld	8 Scarff Ave		518-466-1708	knorkhaver@aol.com
Leah Wald-Johnson	100 Richardson St		802-973-6195	lwaldjohnson@gmail.com
Steve Gutman	5 Scarff Ave		802-338-6421	steve.gutman@gmail.com
Veronica Richel	111 Richardson St		802-658-2324	vrichel@uvm.edu
Ann Tuttle	94 Richardson St		802-999-3360	Rudynhadligan@Burlingtontelecom.net
Karina Rowe	121 Richardson St		802-862-3437	KmRowe@burlingtontelecom.net
Ken Alkan	131 Richardson St		510-459-0646	Kenneth.alkan@burlingtontelecom.net
Melissa Annas McConnell	125 Richardson St		802-549-5333	hpaopa@aol.com
Roz Grossman	14 Scarff Ave		802-864-8186	rozwi@burlingtontelecom.net
Vivian Carmichael	14 Scarff Ave		802-864-8188	dunnef@burlingtontelecom.net



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

Neighborhood Traffic Management Request

DATE _/ _/ _

NAME	ADDRESS	APT #	PHONE #	E-MAIL ADDRESS
Bill Morris	8 Scarff Ave		802-370-2534	vtcoghead@gmail.com
Rodger Bazzano	90 LYMAN AVE		802-881-7774	ROBPEG@COMCAST.NET
Jackie Lurie	21 Scarff		658-2170	jackielurie@yahoo.com
Barry Whitbread	21 Scarff		658-2170	BWHITB@B4NEW.COM
Jim Brookings	11 Scarff		658-0985	
John McElroy	11 Scarff		860-9419	
Harris Roen	46 Scarff Ave		861-3081	harris@roen.net
Barbara Roen	46 Scarff Ave		861-3081	Barbara@roen.net
Denise Martin	83 Richardson		777-4155	DMARTIN58@AOL.COM
Gwendolyn Causer	111 Lyman Ave.		863-5646	CAUSERG@BURLINGTONTELECOM
DAVID DON	117 RICHARDSON ST		862-2618	

LYMAN AVE



NORTH

STOP SIGN



RICHARDSON ST

MURSE PLACE

STOP SIGN



SCARFF



STOP SIGN

SOUTH







Scarriff Avenue

Morse Place

Richardson Street

Recommended Stop
control on Scarriff Avenue

Recommended 3-way stop

N

Stop Sign Warrant
MUTCD 2B.07 Multi-way Stop Application

01. Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include, pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.
02. The restrictions on the use of STOP signs described in Section 2B.04 also apply to Multi-way stop applications.
- Guidance:
03. The decision to install multi-way stop control should be based on an engineering study.
04. The following criteria should be considered in the engineering study for a multi-way STOP sign installation:
- A. Where the traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

Not applicable

B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions

Does not meet warrant: One accident in last 24 months and it involved a parked car

C. Minimum Volumes:

1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages 300 vehicles per hour for any 8 hours of an average day; and

Does not meet warrant: during the PM peak there were only 104 vehicles on Richardson

2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but

Does not meet warrant: During the PM peak there were only 23 Vehicles on the side streets

3. if the 85th-percentile approach speed of the major -street exceeds 40 MPH, the minimum vehicular volume warrants are 70 percent of the volumes provided and Items 1 and 2.

Does not meet warrant: volumes for peak hour do not meet 70% of 1 or 2

D. Where no single criterion is satisfied, but criteria B, C.1 and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this criterion.

Does not meet warrant

Option:

Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;

Does not meet warrant

- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;

Does not meet warrant

- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and

Does not meet warrant

B. in intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve operational characteristics of the intersection.

Does not meet warrant

Time		Major: Richardson Street				Minor: Scarf Avenue			Minor: Morse Place		
Start	Stop	NB	SB	EB Scarf	WB Morse	NB	SB	WB Morse	NB	SB	EB Scarf
3:30	3:45	1	2	1	1	0	1	0	0	0	1
3:45	4:00	3	3	0	0	0	0	0	1	0	1
4:00	4:15	2	6	0	0	0	0	0	2	6	0
4:15	4:30	1	3	2	0	1	0	1	0	4	0
4:30	4:45	1	11	0	1	0	1	0	0	7	0
4:45	5:00	5	10	2	0	0	0	0	1	2	2
5:00	5:15	4	37	3	0	1	0	0	0	1	0
5:15	5:30	3	24	2	1	0	0	0	2	6	0
TOTALS:		20	96	10	3	2	2	1	6	26	4

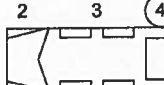
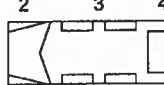
12/03/2013, AM count, J. Fleming											
Time		Major: Richardson Street				Minor: Scarf Avenue			Minor: Morse Place		
Start	Stop	NB	SB	EB Scarf	WB Morse	NB	SB	WB Morse	NB	SB	EB Scarf
7:00	7:15	0	0	1	0	0	0	1	0	0	0
7:15	7:30	0	1	1	0	0	0	0	0	0	1
7:30	7:45	1	3	2	0	1	0	1	0	0	0
7:45	8:00	4	2	1	0	1	0	2	0	0	0
8:00	8:15	6	6	0	1	0	0	0	1	2	2
8:15	8:30	2	1	0	0	0	0	0	0	0	0
8:30	8:45	0	2	0	0	0	1	0	0	1	0
8:45	9:00	1	1	0	1	1	0	0	0	0	0
TOTALS:		14	16	5	2	3	1	4	1	3	3

Incident Number	Call Date/Time	Incident Type	ORI	Officers	Dispositions	Review Type	Location
2011-00005415	03/17/2011 13:19:00	B299 Sweeney	Accident - City Report - 1, Service rendered - 1	RBS - Reviewed by Supervisor			
RICHARDSON ST / SCARFF AVE, Burlington							
03/28/2011 14:50:49 Accident VT0040100							

Total Rows: 1

Report # 2498-2011

STATE OF VERMONT UNIFORM CRASH REPORT

Incident Number 2011BU5415		Reporting Agency Burlington PD		Date 03/17/2011 Time 13:19				
A 1	City/Town Burlington	Street Address Richardson St		TH#	VT#	US#	I-	
Intersection with OR		Scarff Ave		Operator Report Required * Y (N)		Mile Marker		
O1 1	Nearest Intersecting St or Landmark		Distance (From Nearest Int. St)		Coordinates			
O2 8	☐ Feet ☐ Miles		Direction (From Nearest Int. St) N S E W		Long/Easting			
B1 3	Posted Speed 25				Lat/Northing			
VEHICLE # 1		Last	First	M.I.		License # 61048006		
B2 3	Name Shappy		Kathleen		F		State VT Lic Class 1 OPER (D)	
O3 3	Address 169 Puffer Rd		City/Town Montgomery Center		State VT		Zip	
O4 3	Telephone 802-326-3126		DOB 09/11/1958	Sex Female	Restrictions 0	Unoccupied Y (N)	Seat Belt Y (N) CDL Y (N)	
U1 5	Same as Operator ☒ Name: Last		First		M.I.			
U2 5	Address		City/Town		State		Zip Tel.	
Insurance Co. Gelco		Policy No. 2099-47-18-58						
D 7	Registration No. DYD249		Plate Type A	VIN 1GNDT13WX12138527				
Q1 10	Vehicle Yr. 2001 State VT		Make Chevrolet Model Blazer		Est. Speed 5 Comm Veh Y (N)			
Q2 10	ATV Y (N) Snowmobile Y (N)		1 		9 Hood 10 Roof 11 Trunk 12 Undercarriage 13 Total		Direction of Travel N S E (W) If yes, see Overlay 2 and Page 3	
Q3 10	Towed By N/a		Towed Due to Disabling Damage: Y (N)		8 7 6			
VEHICLE # 2		Last Known Operator	First	M.I.		License # 62471794		
Q3 10	Name McCarthy-Don		Winifred		State VT Lic Class 1 OPER (D)			
E 1	Address 117 Richardson St		City/Town Burlington		State VT		Zip 05401	
F 1	Telephone 802-862-2018		DOB 07/04/1941	Sex Female	Restrictions 0	Unoccupied Y (N)	Seat Belt Y (N) CDL Y (N)	
T1 1	Same as Operator ☐ Name: Last McCarthy-Don		First		M.I.			
T2 1	Address 117 Richardson St		City/Town Burlington		State VT		Zip 05401 Tel. 802-862-2018	
T3 1	Insurance Co. Hartford		Policy No. UNKNOWN					
T4 1	Registration No. EEK617		Plate Type A	VIN YV1RH58D222183956				
G 1	Vehicle Yr. 2002 State VT		Make Volvo Model S60		Est. Speed 0 Comm Veh Y (N)			
ATV Y (N) Snowmobile Y (N)		1 		9 Hood 10 Roof 11 Trunk 12 Undercarriage 13 Total		Direction of Travel (N) S E W If yes, see Overlay 2 and Page 3		
Towed By N/a		Towed Due to Disabling Damage: Y (N)		8 7 6				
Non-vehicle Property Owner		Address		Phone				
Damage Description								
Other Persons and Witnesses Involved (For investigated crashes see Page 3.)								
R1 1	Name		DOB	Address		Phone		
R2 1								
Name Sweeney 299		Date 03/17/2011		Approved		Date		

* Operators involved in an accident which results in injury, death, or total property damage equal to \$3,000 or more, must file with DMV

Crash Narrative

Incident Number 2011BU5415

Report Agency Burlington PD

On 03/17/2011 at approximately 1319 hours I responded to the area of Richardson St. at Scarff Ave. for a report of a two car crash involving a parked vehicle. Upon arrival I met with Operator #1, Kathleen Shappy, who advised that she had backed into vehicle #2 which was parked on Richardson St. Shappy further advised that she had been unable to make contact with the owner of vehicle #2.

I observed minor damage to vehicle #1 and moderate damage to vehicle #2.

While speaking with Shappy the owner of vehicle #2 arrived. I later completed a crash report and both were informed that the report would be emailed or mailed to them.

Nothing further.

Officer's Signature _____

Additional Sheets Attached: Y N

[illegible]



Office of Planning
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
802.863.0466 F
802.863.0450 TTY

www.dpw.ci.burlington.vt.us

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Memo

Date: January 8, 2014

To: DPW Commission

*From: Erin Demers, E.I.T.
Public Works Engineer
Street Capital Program Manager*

Subject: Fiscal Year 2015 Street Reconstruction Draft Paving List

Attached is the draft list of next season's street reconstruction of the Street Capital Program. This plan includes approximately 3 miles of street reconstruction which utilizes \$1,035,000 of street capital funds.

Construction is planned for July 1, 2014 to October 1, 2014. We are currently working to gather survey data and further refine cost estimates on the following list of streets. I have also contacted various utilities and City Departments to coordinate and communicate our upcoming work with theirs.

Please review and comment on this list for our discussion at the January 2014 commission meeting. Staff will continue to develop full construction documents, surveys, drawings, estimates and advertise to bid this project in March 2013, if approved during the February Commission meeting. If you have any questions regarding the proposed street paving list for your approval, please do not hesitate to contact me directly at edemers@burlingtonvt.gov or 802-863-9094.

FISCAL YEAR 2015 STREET RECONSTRUCTION PROGRAM	1/8/2014
DRAFT STREET PAVING LIST	

#	Location	Length (FT)	Width (Ft)	Area (Sq-Ft)
1	BALSAM ST	475	30	14,250
2	CASE PARKWAY	792	30	23,760
3	EDGEWOOD LN	528	26	13,728
4	FARRINGTON PARKWAY	1,320	30	39,600
5	FLETCHER PL	686	26	17,836
6	FOSTER ST	1,637	30	49,110
7	JUNIPER TERR	397	26	10,322
8	MILL ST	264	30	7,920
9	MOORE CT	898	28	25,144
10	SEARS LANE	1,056	30	31,680
11	STANBURY RD	660	30	19,800
12	THIBAUT PARKWAY	686	26	17,836
13	TURF RD	686	30	20,580
14	UNIVERSITY TERR	637	26	16,562
15	VAN PATTEN PARKWAY	2,825	30	84,750
16	WESTWARD DR	475	30	14,250
17	WILDWOOD DR	1,478	30	44,340
		15,500 (FT)		451,468
		2.94 (MILES)		

BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION
MONTHLY MEETING MINUTES, December 18, 2013
645 Pine Street
(DVD of meeting on file at DPW)

COMMISSIONERS PRESENT: Bob Alberry, Nathan Lavery (Chair), Solveig Overby, Jeffrey Padgett and Mark Porter (Vice Chair) **COMMISSIONERS ABSENT:** Tiki Archambeau and Asa Hopkins

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

ITEM 1 – AGENDA

Commissioner Porter requested that Item 3.20 be withdrawn from the Consent Agenda (CarShare Vermont Parking Request) so it will be a separate item – Item 3.60. Unanimous.

ITEM 2 – PUBLIC FORUM: No one came forward. Commissioner Lavery read aloud an e-mail from Gene Day (distributed by Mr. Fleming) pertaining to Item 3.50 (Adsit Court winter parking).

ITEM 3 – CONSENT AGENDA, Amended

- 3.10 Richardson St, Morse Pl, Scarff Ave STOP Sign Request
- 3.30 Ethan Allen Pkwy Parking Removal
- 3.40 Colchester Ave Resident Parking Request
- 3.50 Adsit Ct Parking Request

(Refer to Commission Packet)

The Commissioners were unanimous in adopting the Consent Agenda as amended.

ITEM 3.6 – CARSHARE VERMONT PARKING REQUEST

(Becca Van Dyke, Operations Manager and Annie Bourdon, Executive Director, CarShare Vermont)

(Refer to Commission Packet)

Commissioner Alberry moved to accept staff's recommendations which includes all three of the proposed new or moved spots: 1) Adopting a CarShare parking space on the south side of Pearl Street in the first space east of Church Street; 2) Adopting a CarShare parking space on the west side of South Union Street in the first space north of Spruce Street; and 3) Amending the CarShare parking space from the south end of the Fletcher Free Library parking lot to the space at the northeast corner adjacent to College Street. Commissioner Overby seconded the motion. Commissioner Porter voted against, due to lack of input on the 2nd and 3rd issues; the other four commissioners voted in favor. The motion carries. Commissioner Overby stated that she fully supports CarShare Vermont and DPW's recommendations and if by voting in favor of these spots members of the public feel it creates a hardship, she would be happy to collect any such feedback.

ITEM 4 – BURLINGTON STOP FOR INTERSTATE TRANSIT CARRIERS

(Communication, Chapin Spencer, Director)

Greyhound has been using the bus stop at University Place in front of UVM's Royal Tyler Theater; earlier this month MegaBus has resumed using the stop as well. The City stakeholders have met a number of times and continue to work toward formalizing a suggested plan of action concerning bus stops.

Director Spencer asked the Commission for input on the concept of specifying “bus stops” in Appendix C of the Code as “*local* bus stops,” and in addition to the “tour buses” category, setting up a third one specifying “intercity transit bus stops.” The City would then look at how it manages the “intercity transit bus stops” and specify where the carriers pick up and drop off their passengers (they can technically use any of the stops listed in Appendix C of the Code).

The Commission is open to being presented with the concept of multiple categories of bus stops, while keeping in mind connectivity considerations.

ITEM 5 – HYDE ST TRAFFIC CALMING (Communication, Nicole Losch, Transportation Planner)

(Refer to Commission packet)

The Pilot project was a success; the neighborhood poll showed 100% support for making the adjusted conceptual design the final design, and the initial concept was approved by the Transportation and Energy Utilities Committee (TEUC) of the City Council preceding consideration by the full City Council in January.

Part of the design consideration is a question around parking revisions to the very northern edge of the triangle on Willard Street.

If there are no parking changes, there will be no further approval needed from the Commission.

ITEM 6 – MINUTES OF NOVEMBER 20, 2013 (Refer to Commission packet)

Commissioner Alberry moved to accept the Minutes; Commissioner Padgett seconded. Unanimous.

ITEM 7 – DIRECTOR’S REPORT (Chapin Spencer, Director)

(Refer to Commission packet)

- FY ’15 Budgeting
- Wastewater refinancing (passed by the City Council unanimously)
- Improvements to wastewater lines and bio solids handling
- Updates about the future of parking downtown
- Caryn Long e-mailed Director Spencer about greenbelt disturbance and stormwater issues. She wanted the Commission to be notified that some of the cars that were parked on front lawns during the snow ban were encroaching on sidewalks, causing challenges to her as a pedestrian. Her e-mail will be forwarded to Parking Enforcement at the Police Department. As Director Spencer has not had the opportunity to visit the property at which Ms. Long claims the driveway apron had been expanded and will have to wait until the snow recedes. He has been in contact with Megan Moir, Stormwater Administrator and Bill Ward, Director of Code Enforcement, on greenbelt preservation.
 - If a car obstructs a sidewalk when parked off the street during a snow ban, the Police Department’s Parking Enforcement office handles the ticketing and removal of the vehicle.
- The City Council has appointed Director Spencer as the Burlington representative for the Chittenden Solid Waste District (CSWD). Former DPW Director Steven Goodkind previously served in that capacity for twenty-three years. One of the items on tomorrow night’s CSWD meeting agenda is the consideration of a consolidated solid waste collection (franchising of garbage collection), which would include organics/compost collection (Act 148 was passed at the last Legislative Session).

ITEM 8 – COMMISSIONER COMMUNICATIONS – UPDATE ON ADVISORY BOARD FOR PARKING INITIATIVE

A meeting has not yet been held; no report.

Commissioner Padgett

- Per Jared Wood, deterioration of concrete sidewalk on Cherry Street (Marketplace) garage (as you are standing at the gas station looking north).
- Consent Agenda: The 30-minute time allocation should be adjusted.

Commissioner Overby

- Expressed interest in the ideas raised by Mr. Day whose e-mail was read aloud at the beginning of the Consent Agenda.

ITEM 9 – EXECUTIVE SESSION

Commissioner Alberry moved to go into Executive Session at 7:45 p.m. to discuss a real estate contract, premature disclosure of which would clearly put the City at a substantial disadvantage. Commissioner Overby seconded. Unanimous.

Commissioner Overby moved to end the Executive Session; Commissioner Padgett seconded. Unanimous.

ITEM 10 – NEXT MEETING DATE & ADJOURNMENT

The next DPW Commission meeting is scheduled for Wednesday, January 15, 2014 at 6:30pm.

Commissioner Alberry moved to adjourn at 8:39 p.m.; Commissioner Padgett seconded. Unanimous.

Non-Discrimination

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



**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

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **Director's Report**
Date: January 8, 2014

NEW HIRES:

- **Martha Keenan**, our Capital Improvement Project Manager, started last week. She has been managing facilities and properties throughout Vermont since 1986. She has jumped right in and will help us better manage the City's diverse capital assets.
- We are also hiring a **Building Inspector** to assist Ned Holt and the rest of the Inspection Services team. The deadline for applications was late December and we are now reviewing applications.

COMMISSION GOALS FOR 2014

With the New Year, Commissioner input, and a few months under my belt, Nate and I thought it would be good for the Commission to discuss its goals for the year. A couple Commissioners have mentioned that they want the Commission to be more proactive in addressing key departmental priorities, and we hope this provides a starting point for the conversation. The Assistant Directors and I have discussed this and have a few suggested areas where focused Commission attention and leadership could advance key issues:

- **Performance Benchmarks:** Establishing a departmental 'dashboard' with a few key performance benchmarks that help the department measure our progress in strategic areas. Past benchmarking efforts have been
- **Capital Funding:** Public Works is responsible for maintaining an expensive and diverse infrastructure. In many cases, we do not have adequate funds to adequately maintain our assets. I am committed to working with staff, the Commission and stakeholders to map out strategies for reaching sustainable funding levels for these assets. I've discussed with staff focusing on our sidewalk system in 2014 and seeing if, with the Commission's help, we could advance a proposal that would align our capital funds with the annual capital needs of our sidewalk network.
- **Transportation Policy:** City plans including our Transportation Plan and PlanBTV call for

Non-Discrimination

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

our right-of-way to serve many users and many functions. There are new design guides that look at innovative ways to design our rights-of-way to address many modern challenges (more intense storm events, accommodation of all modes, etc) and modern opportunities (smart signals, parking technologies, etc.). Staff would like to bring forward new guides for the City to adopt and the Commission would be an important sounding board in the process.

- **Commission Role:** As the new Director, I've been reading the City's ordinances and Charter and learning from various staff about past practices. I would welcome the opportunity to methodically review the powers given to the Commission and to clearly detail them for the Commission, staff and community stakeholders to understand.

These are ideas to start the discussion. We'll see how far we get at this upcoming meeting.

INTERCITY TRANSIT BUS STOPS

Megabus and Greyhound are continuing to use the designated bus stop within the City's right-of-way on University Place in front of Royal Tyler Theater – and there will be another operator using the stop next month. VTrans is helping to fund transit service between Burlington and Albany, NY that they hope to start in 3-4 weeks. Premier Coach will operate one round trip per day and the departure and arrival times do not conflict with other services at University Place. There is another meeting of city officials on intercity transit services next week so I will have more to report at the Commission meeting.

CSWD BOARD UPDATES

I attended my first meeting as the City's CSWD representative last month. There were two significant votes at the meeting:

- **Further Evaluation of Consolidated Collection** – The Board approved proceeding with further evaluation of the potential economic and environmental impacts associated with the consolidation of municipal solid waste and recycling collection systems in the District. Let me know if you'd like a copy of the initial study.
- **Processing and Disposal of Biosolids** – The CSWD Board approved a contract with Casella to handle biosolids from Burlington and many other county municipalities over the next five years.

QUICK BITS:

- The Downtown Parking Work Group continues to plan for parking pilots in early 2014. The major pilot projects will be reviewed by the Advisory Committee that that City Council recently established. Some pilots will also require Commission approval so expect to see proposals in the coming months.
- Due to the challenging weather this winter, we're already 85% through our salt budget. We're doing budget adjustments to give us a bit more funding for salt, but it is going to be a challenging financial year for the Right-of-Way Division.
- The Mayor hosted a press conference on January 9th to mark the refinancing of the \$14.6M wastewater bond. Press release attached.
- **NEXT COMMISSION MEETING:** Wednesday, February 19th, 6:30pm.

Valerie Ducharme

From: Mike Kanarick
Sent: Thursday, January 09, 2014 10:25 AM
To: Mayor's Office
Subject: FOR IMMEDIATE RELEASE -- MAYOR MIRO WEINBERGER: Mayor Weinberger, Treasurer Pearce, Vermont Municipal Bond Bank Announce \$14.6M City of Burlington Wastewater Bond Refinancing

OFFICE OF MAYOR MIRO WEINBERGER
149 Church Street | Burlington, VT 05401 | [802.865.7272](tel:802.865.7272)

FOR IMMEDIATE RELEASE

January 9, 2014
Contact: Mike Kanarick
802.735.7962

Mayor Miro Weinberger, State Treasurer Beth Pearce, and Vermont Municipal Bond Bank Leadership Announce
\$14.6M City of Burlington Wastewater Bond Refinancing
Transaction Addresses Long-Standing Unfunded Liability, Will Save Burlington \$4.8M in Interest Payments, and Signals City's Improved Financial Management

Burlington, VT – Mayor Miro Weinberger, Vermont State Treasurer Beth Pearce, and leadership from the Vermont Municipal Bond Bank (VMBB) today announced at a news conference at the City of Burlington's Main Wastewater Treatment Plant that the City and the VMBB closed on the refinancing of a \$14.6 million wastewater bond. The transaction addresses a long-standing unfunded liability, will save Burlington ratepayers approximately \$4.8 million in interest payments over the next 20 years, and signals the State of Vermont's recognition of the City's improved financial management.

"I am very pleased to announce that Burlington has completed its first-ever bond sale through the Vermont Municipal Bond Bank Bond general bond pool," said Mayor Weinberger. "Not only does this collaboration constitute a cost-saving solution to another concerning financial issue inherited by this Administration, but also represents a significant vote of confidence by the VMBB in the current financial direction of the City. I'd like to thank the Shumlin Administration, Treasurer Beth Pearce, and the VMBB for recognizing the real progress Burlington has made and for working with us to accomplish this important transaction."

The VMBB, created in 1970, provides Vermont municipalities, school districts, and fire districts with access to term bond financing. The VMBB is highly rated and, therefore, able to access very low interest rates, which results in cost-effective borrowing opportunities for municipalities. The VMBB has issued loans totaling more than \$1 billion for Vermont municipal capital projects.

State Treasurer Beth Pearce said: "As a member of the Vermont Municipal Bond Bank's Board, I am pleased to assist with this type of financing that will reduce costs for Burlington's residents and businesses. Burlington is making use of a proactive and prudent financing approach that adds value to the community."

During a Burlington Special City Meeting (election) in June 1988, the voters approved both a \$13 million grant and a \$26 million loan from the State of Vermont and authorized the issuance of revenue bonds in an amount not to exceed \$26 million to repay the loan. In 1990 and 1992, the City issued two Series of Wastewater System Revenue Bonds in the original principal amounts of \$5.38 million and \$15.45 million (subsequently increased to \$19.4 million), respectively. The 1990 and 1992 Series Bonds were issued through the Vermont State Revolving Fund (SRF), co-managed by the Vermont Agency of Natural Resources and the VMBB. The funds were used to finance and carry out capital improvements to the City's wastewater system, including a Lake Champlain pollution abatement project.

Thereafter, the 1990 Series Bonds were paid in full during fiscal year 2010. The 1992 Series Bonds, with the outstanding principal amount of \$14.6 million, were due and payable this month, January 2014. To satisfy the 1992 Series Bonds obligation due this month, the City entered into a transaction with the VMBB, which closed Tuesday and includes the following terms: \$14.6 million loan principal; 3.853% Net Interest Rate on the loan; and a 20-year term for the loan.

John Valente, VMBB Chair of the Board of Directors, who was unable to attend the event, stated: "For the past years, the Bond Bank has been pleased to provide a means of lower-cost financing for cities, towns, school districts and other public bodies throughout Vermont. Our recent bond offering is an example of the bank achieving its goal to responsibly foster and promote access to capital markets for the financing of public improvements."

Robert Giroux, VMBB Executive Director and Secretary, who participated in today's announcement at Burlington Lavalley Lane Wastewater Treatment Plant, added: "The City's SRF loan was eligible for refinancing through the VMBB, and its application was well received by the Board. Burlington appears to be taking the right steps to correct its financial situation. Repayment of the City's loan will be backed by a revenue pledge of the Water and Wastewater Division of Burlington's Department of Public Works. Because of the size of the VMBB's loan pool, Burlington's loan will neither impact the underlying credit quality of the loan pool, nor jeopardize the VMBB's credit rating."

Had the City been unable to secure refinancing through the VMBB, the alternative funding sources likely would have included private placement at an interest rate of approximately 6.00%. This increased rate would have cost the City approximately \$4.8 million more than the VMBB deal.

Burlington Chief Administrative Officer Bob Rusten, Assistant CAO Richard Goodwin, and Department of Public Works (DPW) Assistant Director for Water Quality Laurie Adams also participated in the news event.

"From our initial conversation with State Treasurer Beth Pearce through the many discussions with Bob Giroux and members of his team at the Bond Bank, it was gratifying to hear that they recognized the City's efforts to stabilize its finances and believed in our ability to meet the requirements of the loan," said CAO Rusten. "They exercised their due diligence to verify efforts, and the Bond Bank would not have approved the loan without our having met their requirements. Rich Goodwin and Laurie Adams deserve a lot of the credit for having set a path of financial stability in the Wastewater Enterprise Fund."

Burlington has three wastewater plants that treat raw sewage. The plants are located on Riverside Avenue, North Avenue Extension, and the Main Plant on Lavalley Lane. At the plants, DPW's Water Quality Division treats domestic and industrial sewage to stringent federal standards levels that ensure public health and the biological integrity of the waters receiving discharges from the facilities. Also, stormwater for much of the City is collected and treated at the Main Plant prior to discharge into Lake Champlain.

DPW Assistant Director Adams, stated, "This has been an excellent effort by all parties to stabilize wastewater finances for previous infrastructure upgrades that ultimately protect our most precious resource, Lake Champlain."

###

Mike Kanarick

Chief of Staff

Office of Mayor Miro Weinberger

City Hall | 149 Church Street

Burlington, VT 05401

802.735.7962 (cell)

mike@burlingtonvt.gov

DPW
COMMISS. MTG. 1-15-14

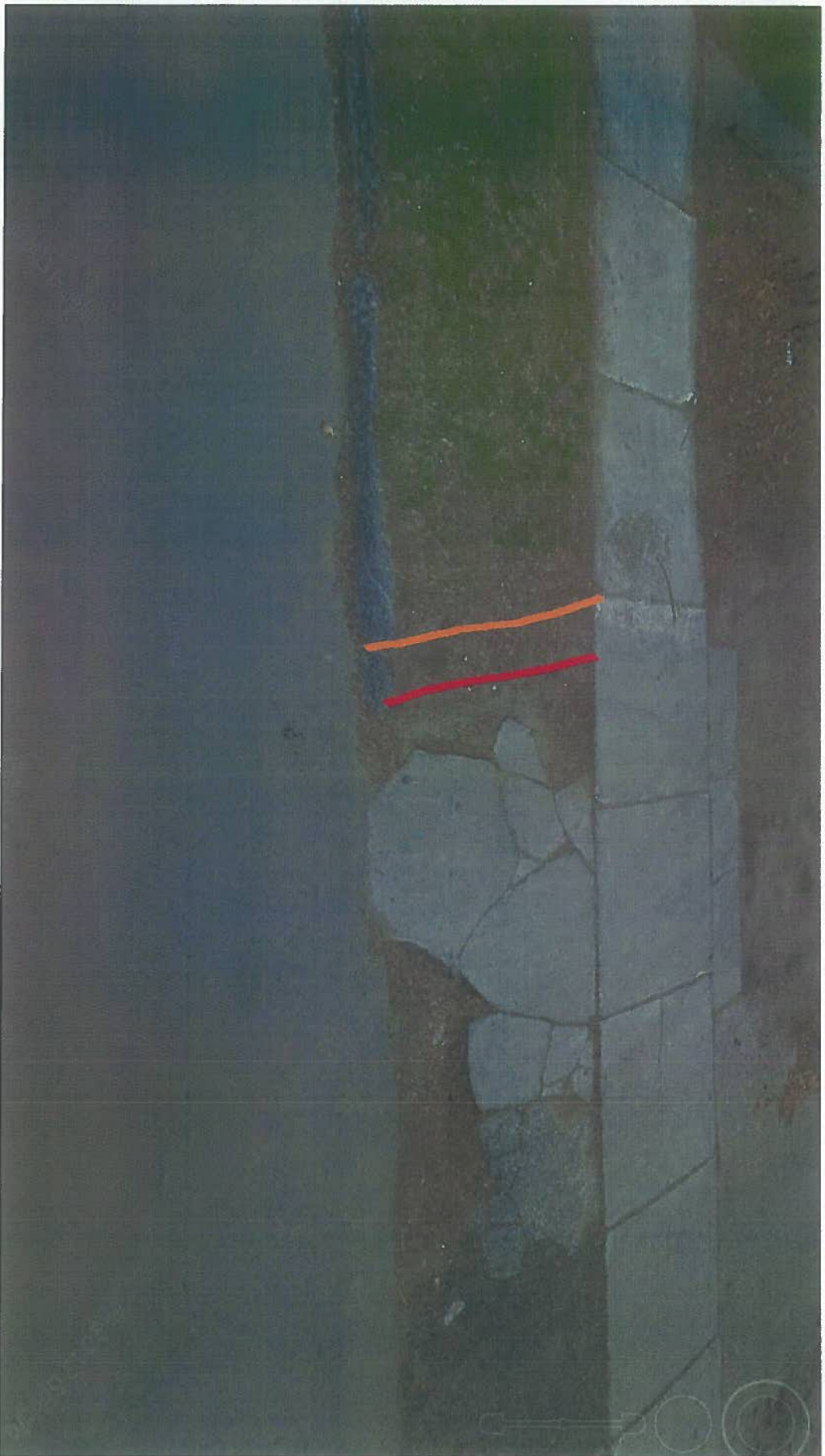
Please sign in
DON SCHRAMM
Bill Wynn CORE ENFORCEMENT
Arnold Levinson
Ken Allen
Eric Eschilson

VAL

FROM JAN.
DPW MTG.

North

DISKIB. 67 BILL WARD



9 Weston Street

- Represents apparent driveway width
- Represents approximate new area

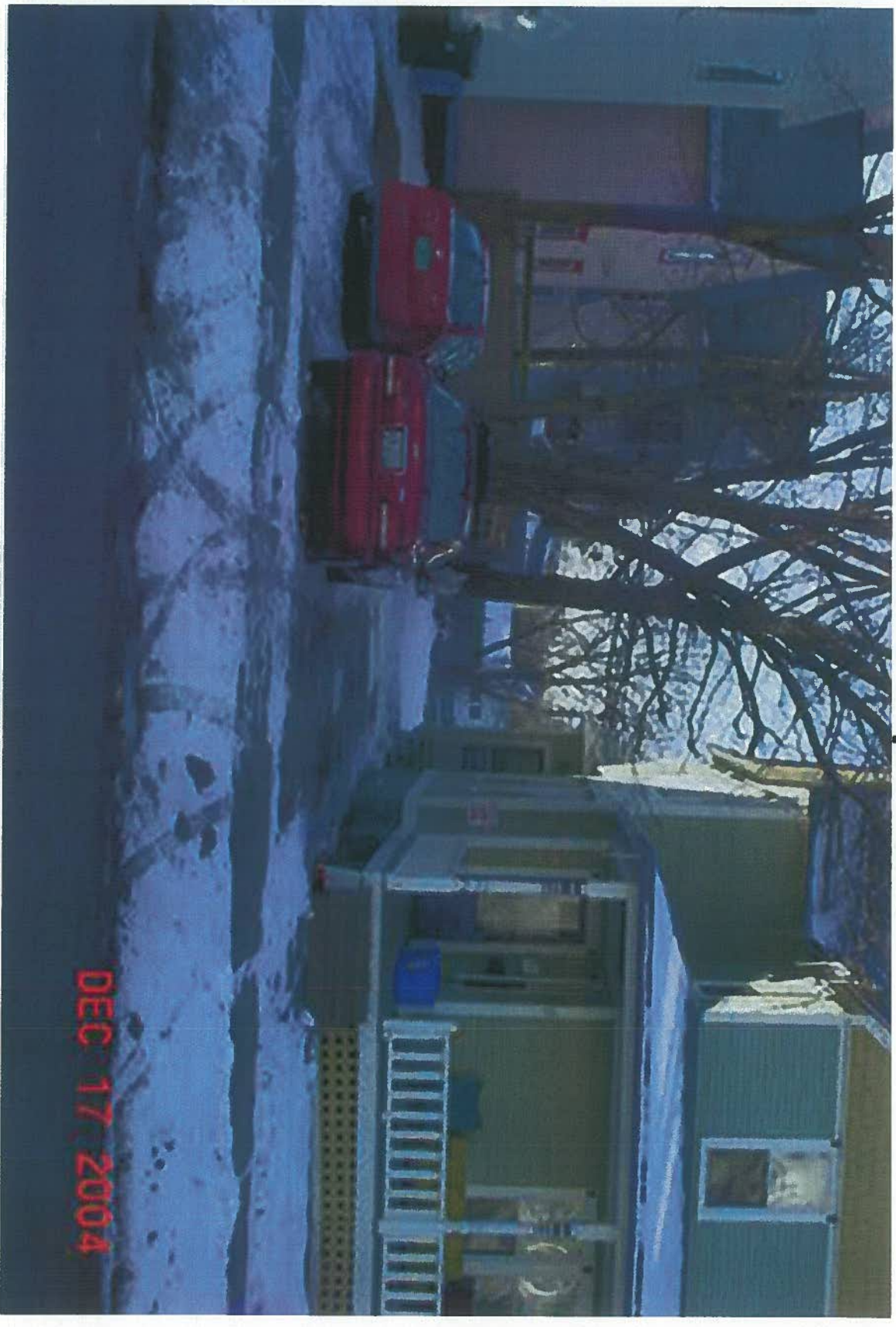


Photo taken by Ron Gore



Area depicted in close up taken by Ron Gore

2004 statt photo



9 Weston Street
Driveway

11 Weston Street
Driveway



CHITTENDEN SOLID WASTE DISTRICT
1021 Redmond Road ♦ Williston, VT 05495-7729
802-872-8100 ♦ Fax: 802-878-5787 ♦ Web: www.cswd.net

**CHITTENDEN SOLID WASTE DISTRICT
REGULAR MEETING
Agenda**

Date: **Thursday, December 19, 2013**
Time: **6:00 P.M.**
Place: **WILLISTON Town Hall -2nd floor Conference Room – 7900 Williston Road**

*** (E) Indicates enclosures (H) Indicates handouts (D) Discussion Only

1. (E) **Agenda**
2. **Public Comment**
3. (E) **Regular Board Meeting Minutes of 11/20/13 - Board Action Requested: Approve minutes**
4. (E) **Finance –**
 - (E) a) Finance Committee - Report of Warrants
 - (E) b) Bank balances as of 11/30/13
 - (E) c) PUD Transfer for Cope & Associates Contract - Board Action Requested: Approve transfer
 - (E) d) Acceptance of FY13 Audited Financial Statements Board Action Requested: Approve Audited Financial Statements
 - (E) e) Resolution – New Bank Account Authorizations
5. (E) **Analysis of Residential Curbside Collection of Organics – Presentation of Results**
6. (E) **Current Hauler Participation in Potential Consolidated Collection System**
Board Action Requested: Approve continuation of consideration of consolidated collection system
7. (E) **Biosolids** a) – Residuals Management Agreement Board Action Requested: Approve contract
b) – Member Participation Agreement Board Action Requested: Approve contract
c) – Trailer Lease to Casella Organics Board Action Requested: Approve contract
8. (E) **Program Updates**
9. **Other Business**

Possible action could occur on any agenda item, although not initially noted.

Please call if you are unable to attend! Thank You!

The January Board meeting will be held on Wednesday, January 22, 2014.

CSWD: ANALYSIS OF CURBSIDE COLLECTION OF ORGANICS



Summary of Results

Chittenden Solid Waste District
Board of Commissioners Meeting, 12/19/13



Lisa A. Skumatz, Ph.D.
Skumatz Economic Research Associates
SERA Inc., Superior CO

skumatz@serainc.com
www.serainc.com

SERA

TOPICS

- ☐ Project goal & tasks
- ☐ Analysis of other communities
- ☐ Modeling approach
- ☐ Results / Findings
- ☐ Questions & discussion

SERA

PROJECT BACKGROUND / OBJECTIVE

- ☐ CSWD at 39% residential recycling & organics diversion rate (excludes BB & special wastes)- above average
- ☐ Next practical step for increasing residential waste diversion in CSWD
 - → Explore enhanced, effective, cost-effective, environmentally sound residential curbside organics



SERA

MAJOR PROJECT STEPS



SERA

EXISTING CSWD RESIDENTIAL ORGANICS SYSTEM

- ☐ Drop-offs
- ☐ Local processing / strong system
- ☐ Diversion of FS & YT ~9K tons plus BYC ~11K tons
- ☐ YT strong; food potential remains
- ☐ Potential may vary based on density, part of region



SERA

SUMMARY OF FOOD SCRAPS PROGRAMS IN THE U.S.



Costs per Household per Month to Provide Service	\$5.40 average for food scraps & yard trimmings
Rate Charged Per Household per Month	\$7.68 average for food scraps & yard trimmings
Additional Fee Charged	In 70% of communities
Tip Fees	\$44.00 average for organics; \$82.00 for trash
Participation - Mandatory/Voluntary	Only 9% mandatory; 25% mandatory pay; 33% fee included in trash rate
Participation rate	35-45% average, range 10% - 95%
Pounds per Household	25-30 lbs per HH per week for food scraps & yard trimmings; 7-9 lbs per HH per week for food scraps
Capture rate (food scraps)	30% to 40% average
Hauler	70% of communities report collection by a single contracted hauler; 10% municipally run; 6% multiple haulers in open competition; 5% drop-off program

Source: Best Management Practices in Food Scrap Programs, Skumatz & Freeman / Econservation Institute, 2010

SERA

MODELING CSWD OPTIONS:

- ☐ Collection arrangement definitions / options:
 - Current - Multiple haulers on current routes for trash and recycling add organics collection.
 - Single Hauler / Bid Out - Multiple haulers on current routes for trash and recycling; single hauler for organics collection
 - Consolidated / Contracts - Contracts for trash, recycling, and organics collection

SERA

MODELING CSWD OPTIONS (36+) - VARIATIONS IN:

- ☐ Collection arrangement:
 - Current / Mandated service with multiple haulers
 - Single Hauler / Bid-out service
 - Consolidated / Contracted for all services
- ☐ Materials:
 - Food Plus Yard trimmings (YT), or without YT
- ☐ Mandates or not (3 opts):
 - Voluntary - 2017-2020 vs. Mandatory - 2020 on (with and without fee)

SERA

MODELING CSWD OPTIONS (36+) – VARIATIONS IN:

- ☐ Community sub-areas $\leq$ 4-unit structures:
 - Chittenden County all
 - Burlington Metro excl. villages
 - Burlington Metro plus villages
- ☐ Present results (changes in monthly costs per household)...
 - per participating household,
 - per non-participating household, and
 - per "average" household, as a weighted average.



SERA

MODELING CSWD OPTIONS – CALCULATED CHANGES IN...

- ☐ Tons & % – disposed & diverted (various)
- ☐ Changes in costs to households (& CSWD) from:
 - Collections / "stops" & hauling – for variety of services
 - Tip fee changes (from changes in types / diversion / flows)
 - Containerization changes
 - Outreach, billing, customer service, admin
 - Discontinuation of existing programs
- ☐ Associated environmental effects
- ☐ Costs displayed as...
 - One-time costs spread 5 years; also on-going (cost to design consolidated collection system not included)
 - Modeled *changes* from status quo

SERA

DATA AND UNDERLYING ASSUMPTIONS

- ☐ Assembled:
 - Data on: Population, densities, starting tons, waste composition, tipping fees, marginal costs, distances, container prices and related assumptions, admin / consulting / CSR costs
 - Developed assumptions on: Adoption of program changes (participation & efficiency/capture), savings from consolidation / contracts; transfers between drop-off & curbside; induced recycling / reductions
- ☐ Underlying Program design:
 - Food: Provide coupons for in-home containers; outside containers provided; liners not provided (not needed for continuation per pilot) but available locally for purchase
 - Yard: Bag system, 8 weeks--4 in spring, 4 in fall



SERA

THREE KEY DRIVERS FOR CHANGES IN RESULTS

1. "Organized" collection –
 - Much greater efficiencies from consolidated collection
 - Consolidated scenario reduces costs most dramatically; to ½ or less of current costs for trash and recycling
 2. Collection frequency – collection is biggest cost
 - Every other week recycling saves costs (~25% coll'n costs); studies say tons minimally affected
 - EOW trash (better than EOW organics) also saves (similar)
 3. Participation / mandatory or not
 - 25% (vol) vs. 40% (mand; vs. more) – coll'n efficiencies, tons per coll'n
 - Diversion increases by 11% and then about 21% (35% total) for voluntary to mandatory to mandatory pay
- ☐ Also important:
 - Urban / rural, containerization, waste composition



SERA

RESULTS / RECOMMENDATIONS - FOOD SCRAPS

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 1 in handout						
Current Collection System (1)	\$37.27	\$0.00	\$14.91	\$6,897	-6,700	2,700
Single Hauler for Organics (2)	\$17.69	\$0.00	\$7.08	\$3,274	-6,700	2,700
Consolidated Collection System (3)	\$0.18	-\$17.51	-\$10.43	-\$4,825	-6,700	2,700

Findings:

- Under status quo, organics (food) is an expensive addition
- Savings from consolidated allows addition of Food service at **significant savings** compared to the current system without organics.

Assumptions: 1) includes residences up to 4 units. Excludes institutional and multi-unit residential buildings over 4 units (expected to be incorporated in commercial collection routes. If haulers add 1-4 units, might go down. 2) Participation in food scraps collection is 40% (mandatory); 3) One time and capital costs amortized over 5 years.

SERA

RESULTS / RECOMMENDATIONS - FOOD AND YARD TRIMMINGS

Food Scraps and Yard Trimmings Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 2 in handout						
Current Collection System (1)	\$43.62	\$0.00	\$17.45	\$8,072	-6,800	2,800
Single Hauler for Organics (2)	\$20.70	\$0.00	\$8.28	\$3,831	-6,800	2,800
Consolidated Collection System (3)	\$3.19	-\$17.51	-\$9.23	-\$4,269	-6,800	2,800

Findings:

- Few additional tons (vast majority already diverted; 1.5% more) - significant additional cost (\$3-6 more per participating HH)

Assumptions: 1) includes residences up to 4 units. Excludes institutional and multi-unit residential buildings over 4 units (expected to be incorporated in commercial collection routes. If haulers add 1-4 units, might go down. 2) Participation in food scraps collection is 40% (mandatory), and 30% for yard trimmings. 3) One time and capital costs amortized over 5 years.

SERA

RESULTS / COMPARISONS - VOLUNTARY & MANDATORY PAY

Voluntary (25%) significantly more costly (overall & partic)

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 3 in handout						
Current Collection System (1)	\$58.40	\$0.00	\$14.60	\$6,754	-6,000	2,400
Single Hauler for Organics (2)	\$24.12	\$0.00	\$6.03	\$2,789	-6,000	2,400
Consolidated Collection System (3)	\$6.61	-\$17.51	-\$11.48	-\$5,310	-6,000	2,400

Mandatory, not mandatory pay

Mandatory pay - cheaper, more tons; can "evolve" there...

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 3 in handout						
Current Collection System (1)	\$16.62	\$17.20	\$16.79	\$7,770	-8,100	6,300
Single Hauler for Organics (2)	\$9.14	\$8.45	\$8.93	\$4,132	-8,100	6,300
Consolidated Collection System (3)	-\$8.37	-\$9.06	-\$8.57	-\$3,967	-8,100	6,300

SERA

RESULTS / COMPARISONS - TRADING OUT COLLECTIONS

Reduce recycling frequency (EOW): Cheaper, some recy red'n

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 3 in handout						
Current Collection System (1)	\$37.27	\$0.00	\$14.91	\$6,897	-6,700	2,700
Single Hauler for Organics (2)	\$9.09	-\$8.60	-\$1.53	-\$706	-6,700	2,700
Consolidated Collection System (3)	-\$4.04	-\$21.73	-\$14.66	-\$6,780	-6,700	2,700

Reducing trash **and** recycling EOW... Cheaper

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household		In 1,000's	Landfill Excluding Backyard Composting
Table 3 in handout						
Current Collection System (1)	\$37.27	\$0.00	\$14.91	\$6,897	-6,700	2,700
Single Hauler for Organics (2)	\$0.49	-\$17.20	-\$10.13	-\$4,685	-6,700	2,700
Consolidated Collection System (3)	-\$8.27	-\$25.96	-\$18.88	-\$8,735	-6,700	2,700

Both mandatory, not mandatory pay

SERA

IMPLICATIONS & WHY...



- ☐ Consolidation provides significant cost advantages, and provides the opportunity to introduce the additional diversion at zero net cost – or for less.
- ☐ Stronger mandates get you further, but may not be needed to gain the goal advantages – can be held in reserve if desired outcomes not achieved
 - Similarly, collection frequencies can be adjusted for cost-efficiencies, but can be implemented as needed
- ☐ Not larger impact because so little YT left in waste stream in CSWD
- ☐ Chittenden can achieve its goals at savings.

SERA

THANK YOU!!

Questions?



Lisa A. Skumatz, Ph.D.

Skumatz Economic Research Associates

(SERA), Phone: 303/494-1178

skumatz@serainc.com

RESIDENTIAL ORGANICS CURBSIDE COLLECTION - TABLE 1

Estimated System Cost Changes for Chittenden County

Mandatory Separation of Organics, Not Mandatory Pay -- Food Scraps Collection

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household	In 1,000's	Landfill	Excluding Backyard Composting
Collection System						
Current Collection System (1)	\$37.27	\$0.00	\$14.91	\$6,897	-6,700	2,700
Single Hauler for Organics (2)	\$17.69	\$0.00	\$7.08	\$3,274	-6,700	2,700
Consolidated Collection System (3)	\$0.18	-\$17.51	-\$10.43	-\$4,825	-6,700	2,700

Assumptions:

Mandatory Option

==> The scenarios were run for residential buildings up to 4 units in size only. Institutional and multi-unit residential buildings over 4 units were excluded because it is expected that these will be added to commercial food scrap collection routes. However, if haulers include the residential 1-4 unit homes on commercial routes, costs might go down.

==> Participation in food scraps collection is 40%

==> One time and capital costs amortized over 5 years.

(1) Multiple haulers on current routes for trash and recycling add organics collection.

(2) Multiple haulers on current routes for trash and recycling; single hauler for organics collection

(3) Contracts for trash, recycling, and organics collection

RESIDENTIAL ORGANICS CURBSIDE COLLECTION - TABLE 2

Estimated System Cost Changes for Chittenden County

Mandatory Separation of Organics, Not Mandatory Pay -- Food Scraps & Yard Trimmings Collection

Food Scraps and Yard Trimmings Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household	In 1,000's	Landfill	Excluding Backyard Composting
Collection System						
Current Collection System (1)	\$43.62	\$0.00	\$17.45	\$8,072	-6,800	2,800
Single Hauler for Organics (2)	\$20.70	\$0.00	\$8.28	\$3,831	-6,800	2,800
Consolidated Collection System (3)	\$3.19	-\$17.51	-\$9.23	-\$4,269	-6,800	2,800

Assumptions:

Mandatory Option

==> The scenarios were run for residential buildings up to 4 units in size only. Institutional and multi-unit residential buildings over 4 units were excluded because it is expected that these will be added to commercial food scrap collection routes. However, if haulers include the residential 1-4 unit homes on commercial routes, costs might go down.

==> Participation in food scraps collection is 40% and participation in yard trimmings collection is 30%

==> One time and capital costs amortized over 5 years.

==> Yard trimmings service includes 4 weeks of collection in the spring and 4 weeks in the fall.

(1) Multiple haulers on current routes for trash and recycling add organics collection.

(2) Multiple haulers on current routes for trash and recycling; single hauler for organics collection

(3) Contracts for trash, recycling, and organics collection

RESIDENTIAL ORGANICS CURBSIDE COLLECTION - TABLE 3

Estimated System Cost Changes for Chittenden County

Mandatory Separation of Organics, Mandatory Pay -- Food Scraps Collection

Food Scraps Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household	In 1,000's	Landfill	Excluding Backyard Composting
Collection System						
Current Collection System (1)	\$16.62	\$17.20	\$16.79	\$7,770	-8,100	6,300
Single Hauler for Organics (2)	\$9.14	\$8.45	\$8.93	\$4,132	-8,100	6,300
Consolidated Collection System (3)	-\$8.37	-\$9.06	-\$8.57	-\$3,967	-8,100	6,300

Assumptions:

Mandatory Pay Option

==> The scenarios were run for residential buildings up to 4 units in size only. Institutional and multi-unit residential buildings over 4 units were excluded because it is expected that these will be added to commercial food scrap collection routes. However, if haulers include the residential 1-4 unit homes on commercial routes, costs might go down.

==> Participation in food scraps collection is 40%

==> One time and capital costs amortized over 5 years.

(1) Multiple haulers on current routes for trash and recycling add organics collection.

(2) Multiple haulers on current routes for trash and recycling; single hauler for organics collection

(3) Contracts for trash, recycling, and organics collection

RESIDENTIAL ORGANICS CURBSIDE COLLECTION - TABLE 4

Estimated System Cost Changes for Chittenden County

Mandatory Separation of Organics, Mandatory Pay -- Food Scraps & Yard Trimmings Collection

Food Scraps and Yard Trimmings Collection Service	Change in Monthly Customer Costs from Current System			Total New Costs	Change in Tons	
	Per Participating Household	Per Non-Participating Household	Per Average Household	In 1,000's	Landfill	Excluding Backyard Composting
Collection System						
Current Collection System (1)	\$23.08	\$23.19	\$23.11	\$10,692	-8,200	6,400
Single Hauler for Organics (2)	\$12.26	\$11.10	\$11.91	\$5,509	-8,200	6,400
Consolidated Collection System (3)	-\$5.25	-\$6.41	-\$5.60	-\$2,590	-8,200	6,400

Assumptions:

Mandatory Pay Option

==> The scenarios were run for residential buildings up to 4 units in size only. Institutional and multi-unit residential buildings over 4 units were excluded because it is expected that these will be added to commercial food scrap collection routes. However, if haulers include the residential 1-4 unit homes on commercial routes, costs might go down.

==> Participation in food scraps collection is 40% and participation in yard trimmings collection is 30%

==> One time and capital costs amortized over 5 years.

==> Yard trimmings service includes 4 weeks of collection in the spring and 4 weeks in the fall.

(1) Multiple haulers on current routes for trash and recycling add organics collection.

(2) Multiple haulers on current routes for trash and recycling; single hauler for organics collection

(3) Contracts for trash, recycling, and organics collection



Date: December 12, 2013
 To: Board of Commissioners
 From: Nancy Plunkett
 Re: Current Hauler Participation in Consolidated Collection System

An important outstanding question regarding implementation of a consolidated collection system in Chittenden County is: How do we maintain participation by all of the current haulers? Staff has completed its research on systems in other counties and cities with the assistance of HF&H Consultants and has obtained legal opinions from counsel. The conclusion is that CSWD cannot guarantee that all current haulers providing residential curbside collection of trash and recyclables would participate under a consolidated collection system. There is no legal way to ensure all haulers would keep all or part of their market share. An open bidding process must occur or CSWD would violate the Commerce Clause of the U.S. Constitution.

However, if a public benefit is established, CSWD or a municipality could employ certain restrictions or mechanisms in a bidding process:

- 1) The number of collection districts or percentage of customers that one hauler can win in a bidding process can be restricted through the establishment of goals and guidelines.
- 2) Bidding on certain collection districts can be restricted to small haulers (e.g., those serving less than a certain number of customers) through the establishment of goals and guidelines.
- 3) Bidders can be encouraged to utilize other haulers, and small haulers can be encouraged to bid cooperatively.
- 4) The type of disposal permitted for the trash portion collected can be limited (e.g., to land-fill only, no incineration).
- 5) Knowledge of local area or familiarity with collection routes in Chittenden County can be included as one of the selection criteria.

Before CSWD expends additional resources on the consideration of consolidated collection, staff believes it is important for the Board to decide if they want to continue to evaluate a system that does not guarantee participation by all current haulers.

In deliberating this issue, some points to consider include:

- 1) The Board prioritized its reasons for investigating consolidated collection as follows:
 - a) To reduce costs to our residents and businesses,
 - b) To reduce environmental and infrastructure impacts of truck traffic,
 - c) To increase the level of recycling by using organized collection as an effective mechanism to implement District-wide unit-based rates (aka Pay-As-You-Throw), and
 - d) To increase diversion by using organized collection as an effective mechanism to add collection of organics.

- 2) Ten private haulers provide regular collection of residential trash and recycling in Chittenden County:

Company	Est. in County
Barnier Waste	1958-1997, 2002
Casella Waste Services	1990
Clean Green Sanitation	1999
Duffy's Waste & Recycling	mid-late 1990s
Gauthier Trucking	1950
Jerome Trucking	~1988
Myers Container Service	1999
Nolin's Trucking	1958
Tourville Trucking	1976
Trashaway & Recycling Service	2001

- 3) Haulers, Board members, staff, and others have expressed these concerns about implementing a consolidated collection system:
- a) Smaller haulers may not be able to compete with larger haulers for collection districts and could lose their businesses.
 - b) Customers will no longer have a choice of who provides their service.
 - c) Haulers will have fewer customers because those customers who do not want to use the hauler designated for their collection district will use Drop-Off Centers instead, which is less efficient and less environmentally sound. (Note: It is not clear this will happen. The opposite could happen. Many current Drop-Off Center customers might choose to use curbside service if the cost is less and additional service is provided, e.g., organics collection.)
 - d) Haulers who do not service commercial customers will lose their ability to grow for the term of the contract beyond the population growth, which will vary by collection district.
 - e) The government should not interfere with the operations of private enterprise.
- 4) Three hauling companies and CSWD Drop-Off Centers collect 91% of MSW disposed by Chittenden County generators.
- 5) The analysis of curbside collection of residential organics in Chittenden County completed by Skumatz Economic Research Associates (SERA) shows that the savings from implementing a consolidated collection system could cover almost all of the costs of providing residential organics collection. SERA's findings are in line with the findings reported to the Board in 2012 by DSM Environmental Services. They estimated that the per household cost for consolidated collection of trash and recycling would be about \$19 per month for a savings of \$4.4 million across the system (in 2011 dollars for all dwellings, not just the 1-4 units analyzed in the SERA study).

- 6) In the 2013 Household Solid Waste Survey, respondents were asked again if they would support or oppose a consolidated collection system in Chittenden County. The results for the 2013 and previous surveys are as follows:

SUPPORT CONSOLIDATION						
	<u>2000</u>	<u>2002</u>	<u>2004</u>	<u>2006</u>	<u>2011</u>	<u>2013</u>
Support	59%	44%	44%	42%	41%	43%
Oppose	21%	17%	30%	31%	38%	33%
Not enough info	5%	9%	9%	10%	6%	6%
No opinion/ Don't know/No response	15%	29%	17%	18%	15%	18%

Renters and people aged 18-44 were underrepresented in the 2013 survey. If responses are weighted to mirror US Census data on housing status, the percent in support of consolidated collection rises to 50% and the percent opposed decreases to 30%. If responses are weighted to mirror US Census data on age, support rises to 55% and opposition decreases to 28%.

If the Board decides that consolidated collection merits further consideration, the next steps would be as follows:

- 1) The Consolidated Collection Study Committee reviews staff recommendations on the other remaining questions. (Research is complete, waiting on some information from the State, and staff deliberations needed on a few items.)
2-3 meetings
- 2) Recommendations on all questions presented to the Board.
- 3) Board decision to continue.
- 4) Additional municipal and public input sought.
- 5) Board decision to continue.
- 6) Municipal commitments sought.
- 7) Board decision to issue RFP.
- 8) Contractor selected and system designed.
- 9) Board decision to implement system and provide official notice to haulers (likely minimum of three years).

Staff believes that while there are drawbacks to a consolidated collection system, there are tremendous benefits for our members overall. It is not clear yet what this type of system would actually look like. That will become clearer as the Board decides on policy issues related to the outstanding questions and completely clear when a system is actually designed. There are many Board decision points (see above) along the path to a final decision. Staff and Committee member time would be the only resource expended before the next decision point.

Board Action Requested

Approve continued investigation of consolidated collection until the next Board decision point.

BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION
MINUTES, January 15, 2014
645 Pine Street
(DVD of meeting on file at DPW)

COMMISSIONERS PRESENT: Bob Alberry, Tiki Archambeau, Asa Hopkins, Nathan Lavery (Chair), Solveig Overby (via conference phone), Jeffrey Padgett and Mark Porter (Vice Chair)

Commissioner Lavery called the meeting to order at 6:30 p.m.

ITEM 1 – AGENDA No changes.

ITEM 2 – PUBLIC FORUM

Don Schramm – Burlington co-housing resident, read a prepared statement recalling two past Commission meetings concerning livable wages, policy governance and pristine drinking water. He encouraged the Commission to focus on the purity of drinking water.

Bill Ward – Director of Code Enforcement, explained the findings of DPW inspector Ron Gore regarding a complaint of a driveway width expansion at 9 Weston Street (copies of 3 photos taken by DPW inspector Ron Gore were distributed). Mr. Gore determined that the concrete repair to the driveway was a repair of an existing driveway and that, as best as could be determined in the snow, the width of the repair had added 6-8” on but not of a significant consequence. Director Ward contacted the Zoning office; Mr. White deferred to DPW. Director Ward supports Mr. Gore’s findings.

ITEM 3 – CONSENT AGENDA

(Refer to Commission Packet)

3.10 South Willard & Spruce St – 3-Way STOP Request

- “Staff recommends that the Commission deny the petitioner’s request...”

3.20 Spruce Ct Resident Parking Request

- “Staff recommends that the Commission deny the petitioner’s request...”

3.30 Ward St STOP Sign Request

- “Staff recommends that the Commission: Deny the petitioner’s request for a 3-way stop controlled intersection at the Ward Street and Manhattan Drive intersection; deny the petitioner’s request for a 3-way stop controlled intersection at the Ward Street and Blodgett Street intersection; and adopt stop control at Blodgett Street where it meets with Ward Street.”

Commissioner Archambeau moved to approve staff recommendations for the three items in the Consent Agenda; Commissioner Porter seconded. Unanimous.

ITEM 4 – RICHARDSON ST, MORSE PL & SCARFF AVE STOP SIGN REQUEST

(Communication, Joel Fleming, Engineer)

(Refer to Commission packet)

This item had been brought before the Commission at the December meeting; however, because staff had been unaware that residents intending to speak to the issue were present at that meeting, the issue was revisited. Residents Amanda Levinson, Ken Allen and Erik Esckilson expressed support for staff recommendations. The residents were directed to contact Nicole Losch with any future traffic calming requests.

Commissioner Alberry moved to accept staff recommendations: “Staff would seek to retract our previous recommendation and recommend that the Commission: Adopt multi-way stop control at the intersection of Richardson Ave and Morse Pl; and adopt stop control at the western-bound approach at the intersection of Scarff Ave and Richardson Ave.” Commissioner Hopkins seconded. Unanimous.

ITEM 5 – FY 2015 DRAFT STREET RECONSTRUCTION LIST

(Communication, Erin Demers, Engineer & Street Capital Program Manager)

(Refer to Commission packet)

Ms. Demers presented the *draft* list of the FY 2015 Street Reconstruction Program. *Corrections to draft:* Length (FT) of Sears Lane should be 750', not 1,056'; and Moore Court has been deferred.

Ms. Demers will return to the February Commission meeting with the final list and will ask the commissioners to approve it. She would then conduct a more thorough analysis of each street (including *Complete Streets* considerations).

Ms. Demers will bring the historic PCI chart to next month's meeting as well as a map highlighting the streets proposed for reconstruction.

Director Spencer and Ms. Demers will talk more about the timing of the proposed Sears Lane street reconstruction and the pending Champlain Parkway.

ITEM 6 – DEVELOPING COMMISSION GOALS FOR 2014

(Oral Communication, Chapin Spencer, DPW Director)

(Refer to Commission Packet, Director's Report)

Director Spencer asked the Commission to consider the following goals this year:

Performance benchmarking;

Capital funding for maintaining assets (e.g., sidewalks, wastewater system);

Transportation plan/policy (Director Spencer handed out a few guides by the National Association of City Transportation Officials, which are more in line with urban design and may assist in the implementation of *Complete Streets*); and

The Commission's role (after reviewing the Ordinance and City Charter).

Other suggestions from the commissioners:

Better public education about the overall context of the issues DPW deals with;

A point of measurement for the tactical side of DPW work (e.g., potholes are filled within 72 hrs.);

The diminishing value of the backlog of planned projects (how priorities are set, the cost of setting one priority over another (was the funding pulled from another project which is now put on hold),

communication to the residents affected by the projects on hold;

Sidewalk expansion and care;

Including the Commission – if appropriate - in the conversation on capital funding needs/plans/budgeting;

Status report on the timing of the bike plan (funding anticipated from CCRPC for a bike/walk action plan). DPW has put in a request to supplement the original grant request with a master plan (pending);

Need for policy planning assistance;

Suggestion for 2014 to do more collaborative planning, possibly during a Saturday retreat (CCRPC, CCTA, DPW Commission, Planning Commission) to review plans for the City in the near future;

Improve perception of Code Enforcement as far as inconsistency as far as application of the rules;

Prioritize water quality;

Identify 5-10 common issues that come up at DPW where there is a lack of clarity, or existing rules that are confusing. The Commission will assist in clarifying standard policies/answers for staff expediency;

Put FAQ's on the Web site (e.g., how streets are determined in need of reconstruction/PCI, or step-by-step project permitting instructions);

Consider policy governance as a tool.

Commissioner Lavery will contact City Attorney Eugene Bergman for a document that lays out the ordinance sections that the Commission should focus on/be responsible for.

Director Spencer would like to, before the February meeting, get a small group of commissioners together with another DPW staff person to review some of the comments mentioned tonight and work on a

manageable plan to present at the February meeting. Commissioners Padgett, Archambeau, Porter and Lavery volunteered.

ITEM 7 – MINUTES OF DECEMBER 18, 2013

(Refer to Commission packet)

Commissioner Porter requested that voting on the Minutes be deferred until the February meeting. He will e-mail his suggestions to the commissioners concerning the discussion during last month's agenda Item 3.6 (CarShare Vermont Parking Request).

Commissioner Padgett corrected his statement from last month's Minutes under "Commissioner Communications": When he was describing the damage to the Marketplace Garage, he talked about the sidewalk being damaged, but should have reported on behalf of Jared Wood, exposed rebar on the structure itself. (Director Spencer stated that an RFP that Assistant Director Patrick Buteau is finalizing, to do an assessment of the Marketplace Garage and the College Street Garage behind the Hilton.)

ITEM 8 – DIRECTOR'S REPORT (Chapin Spencer, Director)

(Refer to Commission packet)

ITEM 9 – COMMISSIONER COMMUNICATIONS

Commissioner Padgett:

Who is in charge of the Southern Connector (Director Spencer advised, for technical questions: David Allerton, DPW Engineer and project manager, or policy: Assist Director and City Engineer Normal Baldwin or Dir. Spencer.

Consent Agendas: Are petitioners informed about when their issue is coming before the Commission and what staff is recommending (Assistant Director Baldwin has asked Engineer Joel Fleming to notify petitioners and will confirm that this is taking place).

Sidewalk in front of the Mater Christi School, Mansfield Avenue (per Jared Wood) needs work.

Steve Levy, resident of Caroline and Locust, requests an update on stormwater drainage issues.

Carolyn Bates asked about public parking on Flynn Avenue leading to Oakledge Park (should it be metered?). Director Spencer advised people with questions to contact Assistant Director Baldwin.

Commissioner Alberry: Will be absent from the February meeting.

Commissioner Hopkins: Is the City/DPW engaged in the State conversation on phosphorous TMDL's and Lake Champlain? (Director Spencer answered that Stormwater Administrator Megan Moir is following these policies.)

Commissioner Lavery: Encourages commissioners to contact DPW staff as they hear about concerns, though they may still bring up the concerns at the meetings.

ITEM 10 – NEXT MEETING DATE & ADJOURNMENT

The next DPW Commission meeting is scheduled for Wednesday, February 19, 2014 at 6:30pm.

Commissioner Alberry moved to adjourn at 8:20 p.m.; Commissioner Padgett seconded. Unanimous.

Non-Discrimination

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