



Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

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

Please click the link below to join the webinar:

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

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

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

Note that comments on YouTube are not monitored.

1. Call to Order

2. Agenda - 5 Minutes

Subject	2.1. Motion to amend/adopt agenda
Meeting	November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	2. Agenda - 5 Minutes
Department	Public Works Department
Type	Action
Recommended Action	Motion to Approve Agenda

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

4. Consent Agenda- 5 Minutes

4.1. Approval of Draft Minutes of 10/18/23	
Subject	4.2. Motion to Approve Consent Agenda
Meeting	November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	4. Consent Agenda- 5 Minutes
Department	Public Works Department
Type	Action (Consent)
Recommended Action	Motion to Approve Consent Agenda

5. Asset Management - 30 Minutes

5.1. Communication, W. Rich, L. Perry, & A. Mashtare

5.2. Commissioner Discussion

5.3. Public Comment

Subject

Meeting

5.4. Action Requested - None

November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

5. Asset Management - 30 Minutes

Department

Public Works Department

Type

Information

Recommended Action

No Action

6. Lead & Copper Rule Revisions (LCRR) Briefing - Service Line Inventory - 30 Minutes

6.1. Communication, E. Walker, E. Piersiak, & M. Lee

6.2. Commissioner Discussion

6.3. Public Comment

Subject

Meeting

6.4. Action Requested - None

November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

6. Lead & Copper Rule Revisions (LCRR) Briefing - Service Line Inventory - 30 Minutes

Department

Public Works Department

Type

Information

Recommended Action

No Action

7. Proposed Parking Rate Changes - 30 Minutes

7.1. Communication, J. Esperti & C. Spencer

7.2. Commissioner Discussion

7.3. Public Comment

Subject

Meeting

7.4. Action Requested - None

November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

7. Proposed Parking Rate Changes - 30 Minutes

Department

Public Works Department

Type Information

Recommended Action No Action

8. Commissioner Items

9. Director's Report -10 Minutes

Subject	9.1. Communication - C. Spencer
Meeting	November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	9. Director's Report -10 Minutes
Department	Public Works Department
Type	Communication

10. Adjournment & Next Meeting Date - December 20, 2023

Subject	10.1. Motion to adjourn
Meeting	November 15, 2023 - Public Works Commission Agenda - Wednesday, November 15, 2023, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM
Category	10. Adjournment & Next Meeting Date - December 20, 2023
Department	Public Works Department
Type	Action
Recommended Action	Motion To Adjourn

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING OCTOBER 18, 2023
DRAFT MINUTES**

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

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

COMMISSIONER ABSENT: Commissioner Munteanu; Commissioner Sears

ITEM 1 – CALL TO ORDER

Commissioner O'Neill-Vivanco called the meeting to order at 6:32 a.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner Damiani seconded. Would like to take off Item 4.3 for more discussion.
Unanimous approval

ITEM 3 – PUBLIC FORUM

Mark Stephenson of Tower Terrace came in and requested how he could get guest passes for parking on his street, which is residents only. When we have a guests visit us we have to move our car for our visitors to come to our house. What are the steps needed to get these parking passes.

Sharon Bushor called and wanted to thank Maddie Suender for coming out and start to rectify how property was left, greenbelt and yard, to see how it will be restored. My walkway is still under discussion for repair but I wanted to acknowledge how responsive the department was.

Mrs. Bushor also talked about the holiday parking stating that the 2-hour free parking is inadequate. We should have free parking downtown from December 15 through January 1 as the cost of parking in the downtown area is high.

Dave Conger of Spruce Court stated the whole street requested parking on one side of the street in 2013 as it is a narrow street with parking allowed on both sides on the upper portion of the street. We started getting parking tickets if we parked in the last spot last year and Engineer Peterson said they need to make a parking ordinance on the west side, this was a neighborhood driven exercise and a sign installed in the location past all the driveway. Ordinance needs to be updated.

ITEM 4 – CONSENT AGENDA

- 4.1 Approval of Draft Minutes 9/20/23**
- 4.2 Clarke Street Motorcycle Parking**
- 4.3 2023 Holiday Parking Promotion Plan**

Commissioner Barr made motion to approve consent agenda with Item 4.3 pulled for discussion

Commissioner Damiani again correct the spelling of his name

Commissioner Fox asked about a Clarke Street item, ordinance language had a question on the number. Engineer Peterson stated the numbers in the report were correct.

Seconded by Commissioner Fox

Unanimous Approval

ITEM 4.3 2023 Holiday Parking Promotion Plan

Director Spencer stated that the Downtown Improvement District shall include two hours of free parking in downtown – could do additional parking. We fund the employee free parking in garages and the summer promotion. We do have money from the meters that can be used with more flexibility. The business owners pay some of the money.

Commissioner Damiani asked if this was not used free parking can, it be used more directly than Friday and Saturday parking targeting the downtown parking garage.

Commissioner Barr asked if the vote was on consent or is this informational. Director Spencer stated this was informational. No action is needed.

Commissioner Fox noted to push people towards the downtown garages.

Commissioner O'Neill-Vivanco asked if we could increase the roles of the Ambassadors to make people feel safer if they park in the parking garages.

ITEM 5 – Wastewater Updates: Winooski Siphon Break, Tertiary (Phosphorus Removal) Treatment, and Plant Upgrades

Assistant Director Megan Moir gave updates on the Siphon Break that occurred in the New North End of Burlington. She went on to explain the timeline of events that have occurred with this issue.

Commissioner Hogan stated work done upstream under and then up. AD Moir stated that water moved up and then under. This is a reverse siphon.

Commissioner Fox asked about the pipe is inconspicuous will it be decommissioned but stay. AD Moir stated we will leave it over the winter to see how the fix holds.

Commissioner Damiani asked about long-term fix and the impact on the city's ability for design. AD Moir stated we would pick one for climate resiliency.

Commissioner O'Neill-Vivanco stated as a citizen 350 thousand gallons did not hit is astounding impressed with the team. AD Moir stated that we will be working with the engineers on plans. The north plant is not an ideal location; we have no flood insurance for this property.

AD Moir went on to explain the tertiary treatments – can't control calm warm water conditions but we can limit our phosphorus discharge. Looked into what storm water management could meet target at main plant and get the biggest bang for the money.

Commissioner Hogan asked about hydraulic stress. AD Moir gave an explanation and stated the preliminary costs are in the report.

Commissioner Fox stated the Aqua _____ is in place in South Burlington have you been in contact with them to see what their experience has been. Also, a question about the ongoing maintenance.

Commissioner Barr asked about the other cities that border the lake do we get bloom from them. AD Moir stated that plants current levels to .2 upgrades with storm water and sewer erosion along Winooski River basin.

Commissioner Damiani asked about the time line for .20 and AD Moir stated they are hoping for 2026. Questions about funding are we responsible for entire share?

Commissioner O'Neill-Vivanco asked if this was coming back in front of the commission and was told either late spring or early summer.

City Engineer Martin Lee went on to give a presentation for what would be needed to do at the water plants to bring them up to date.

- Explanation of what will be needed and replaced
- Preliminary engineering stage - update main plant and east plant coming to main
- East Plant – Conversion and north plant updates
- North and Main not in the scope potential 2026-2027 with design and construction 2028

Commissioner Hogan asked about a risk score and Engineer Lee stated the bits risk is system is down for a day. If blower goes down risk is higher consequence of failure.

Commissioner Barr if the pump station will free up land for other things. Engineer Lee stated no frontage is going away the back maybe some.

Commissioner Fox asked about the east plant going to main plant. Engineer Lee stated the pump station and this will be the biggest one, now pipe east to main station going through screening and will free up capacity.

Commissioner Damiani asked how we can support this when you bring it to the public. Director Spencer stated there will be lots of opportunities, talk to councilors and neighbors and be present with staff.

ITEM 6 – DIRECTOR’S REPORT

Director Spencer stated there is an update on the south end construction plan.
Champlain Parkway is ahead of schedule
Working to get ready for the winter weather

ITEM 7 – COMMISSIONER COMMUNICATIONS

Commissioner Barr stated kudos for the team in implementing the issues we had in the East End.

Commissioner Fox asked about Great Street Main Street – Director Spencer stated bids came in higher than expected. Director Spencer stated there was a for revenue enhancing,, cut out some stuff and possibly phase out the projects.

Commissioner Hogan stated the flashing pedestrian lights on St. Paul Street and So. Union Street. Bike share our system is 3 times in price. Director Spencer stated we are giving an Update to TEUC on bike share in November there was an increase in bike use when the college students returned

Commissioner Damiani stated an e-mail was sent out for North Winooski Avenue corridor encourage you to fill it out.

Commissioner O’Neill-Vivanco also asked about sidewalks, Overlake Park is terrible, there are chunks of sidewalk and in winter it gets icy and dice, what is the plan for repairs.

Bike share go where users are cost is too expensive.

Staffing in department for street maintenance with winter coming

Director Spencer stated streets is fully staff, water distribution is understaffed and we are working with union for support and trying to recruit additional staff.

Commissioner Fox wanted to remind everyone of the annual Halloween bike ride on October 29th, there is also a walking component this year

ITEM 8 – ADJOURNMENT AND NEXT MEETING DATE – NOVEMBER 15, 2023

Commissioner Barr made a motion to adjourn

Commissioner Hogan seconded
Unanimous approval

Meeting adjourned at 9:00 p.m.



DPW Asset Management

Status Update to DPW Commission - 11/15/2023

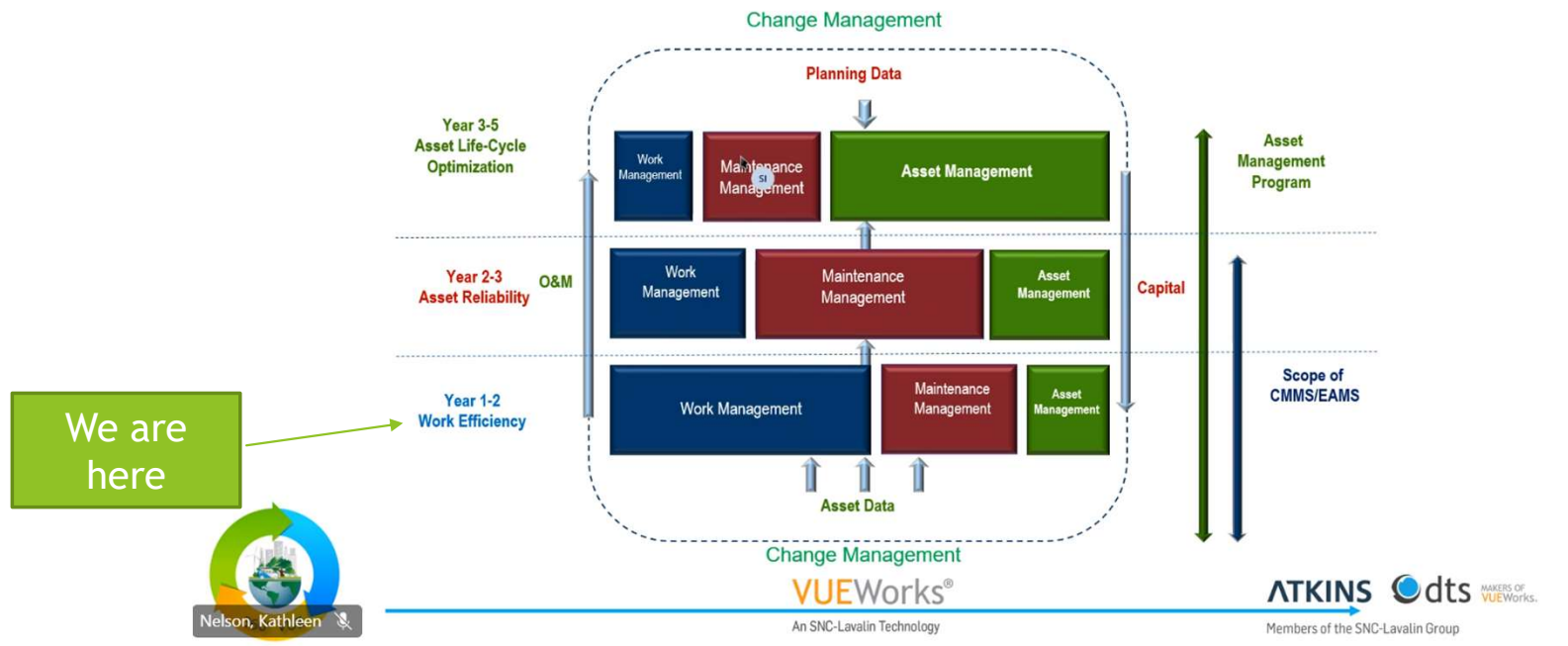
Warren Rich - Asset Manager and GIS Coordinator

History and Background

- ▶ VUEWorks adopted as the Computer Maintenance Management System (CMMS) and Enterprise Asset Management System (EAMS) for the City of Burlington in 2021.
- ▶ Implementation and data compilation performed throughout 2021 and into early 2022.
- ▶ VUEWorks officially launched within the City in Winter of 2022.
- ▶ Warren came on as Asset Manager in August 2022.

Asset Management Life Cycle

Build a Roadmap → EAM Maturity Progression



Year 1-2: Work Efficiency and Management

- ▶ Focus on Work Orders and Service Requests
 - ▶ Service Request: A specific request recognizing an issue that needs attention
 - ▶ Work Order: An internal work management system to direct service requests, preventative maintenance, or other work to the correct dept/group/person
 - ▶ Service Requests are often linked to Work Orders, Work Orders can exist with or without a service requests. Not all Service Requests result in a Work Order.
- ▶ Service Requests come into VUEWorks either internally or through SeeClickFix
- ▶ Work Orders can originate from a Service Request or at a scheduled interval (preventative maintenance)
- ▶ Assets can be included in a work order, providing more detail on work performed on a particular asset

Current Usage

- ▶ BPRW and DPW primary users of VUEWorks currently
- ▶ Water, Streets, Traffic, Parking Facilities and Tech Services within DPW receiving service requests and submitting work orders.
- ▶ As off 11/8/2023, DPW has closed 16,549 Work Orders and closed 3,889 Service Requests since 3/1/2022
- ▶ Tracking Labor, Equipment, and Inventory costs as part of Work Orders
- ▶ Street and Traffic utilizing Work Order records for billing purposes.
- ▶ Tracking Service Level Agreement (SLA) metrics from SeeClickFix requests coming into VUEWorks as Service requests

Where We Are Going

- ▶ More focus on the assets themselves
- ▶ Higher level of asset analysis to determine condition, performance, and maintenance/replacement needs
- ▶ More focus on data analysis by key decision makers
- ▶ Continual improvement of data collected via work orders and service requests
- ▶ Utilization of VUEWorks as a tool in overall asset management practices

Work Order and Service Request Dashboard

- ▶ Streets ROW and Traffic data
- ▶ <https://burlingtonvt.maps.arcgis.com/apps/dashboards/b6f91b9688f0481980391caae574e000>

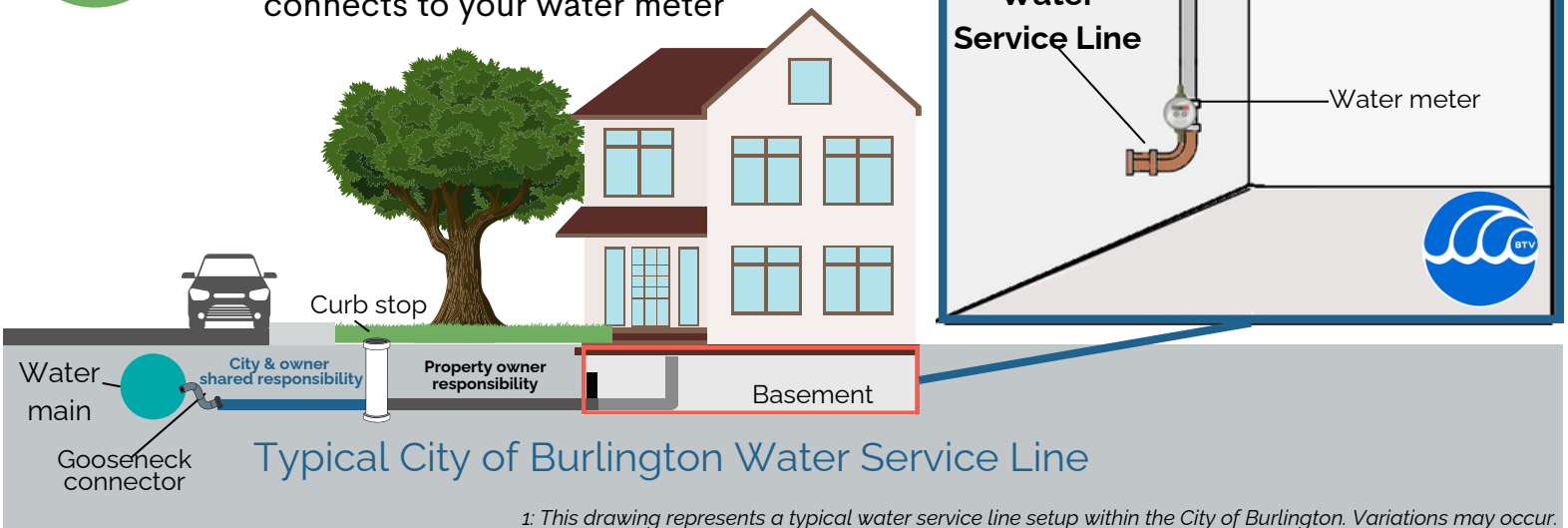
IDENTIFYING YOUR WATER SERVICE LINE MATERIAL

Thank you for participating in the Water Service Line Inventory! Please use this guide to determine your water service line's material.

1

Find your service line

Locate the pipe that comes from the outside wall in your basement and connects to your water meter



2

Note pipe characteristics

The color of your water service line, if it isn't painted, depends on its material. Please note the color of your service line in the form.

Plastic pipes in Burlington can be blue, white or black. Please update and submit the form for our review.



Copper pipes are the color of a penny. Older copper pipes may have oxidized to a greenish-blue.. Please update and submit the form for our review.

Galvanized lines and lead lines are both a dull, silver gray color.



Lead pipe



Galvanized pipe

3

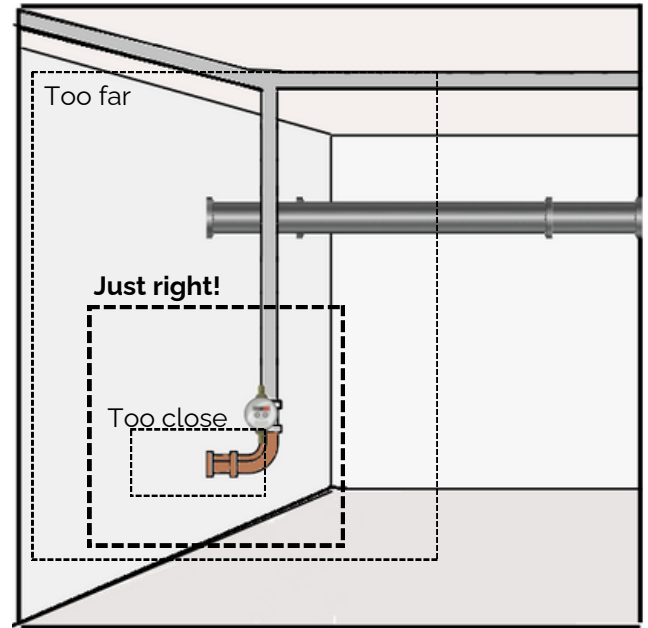
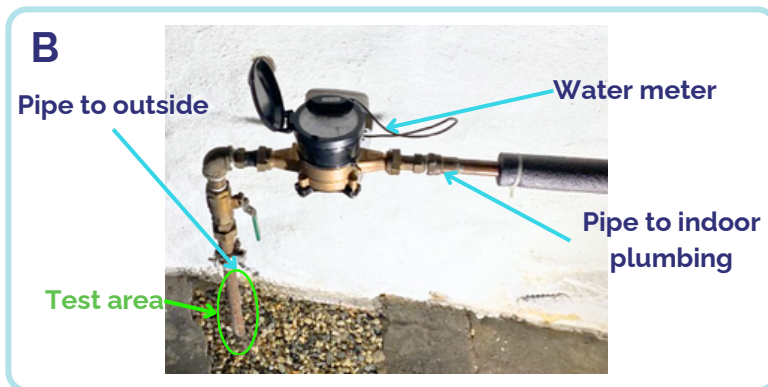
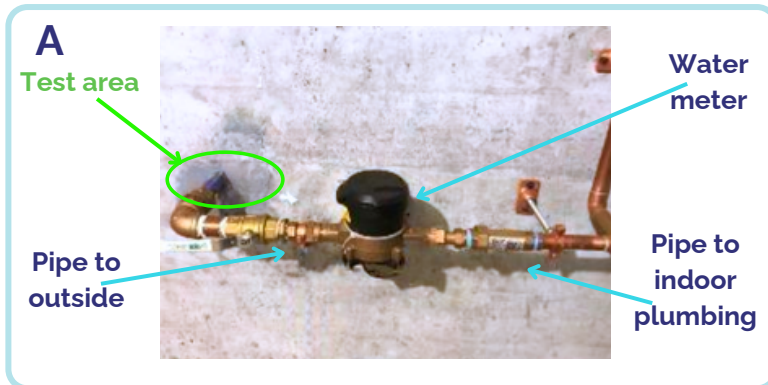
Do the magnet test

Take the included heavy duty magnet and put it on the pipe, making sure to only put it on the service line test area, and not on any fittings or the meter. A regular refrigerator magnet will not work. **A magnet will stick to a galvanized pipe but not to a lead pipe.** Please update and submit the form for our review.

4

Snap a photo!

Take a picture that includes your service line and water meter and upload it on the form. Once you've uploaded your photo, you are done with your service line inventory!



In Burlington, water service lines come in through the wall (A) or floor (B). If you notice your pipe is painted or has insulation around it, please make an appointment for an in-person visit.

Thank you for participating in the Water Service Line Inventory! The Water Resources Division will reach out to you if we have any questions regarding your results.

If you have any questions related to service line material identification or replacement, please consult our Frequently Asked Questions.

If you cannot complete any of the above steps or have any other questions related to this project, please contact the Water Resources Department at (802) 863-4501.



PIPE UP BURLINGTON!

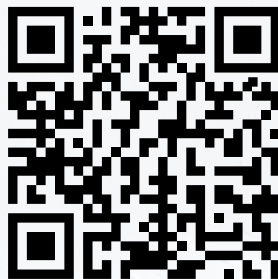
Don't delay! We need your help to check your water service line material by April 1st.

Burlington Water Resources is working on a new US EPA requirement to conduct a water system inventory and help strengthen our infrastructure. We need your help to identify the material of every water service line in the City and confirm it does not need to be replaced. This info will be used to identify older water service pipes that may contain lead (unlikely in Burlington), or galvanized metal that may affect water pressure or quality.

PARTICIPATING IS EASY!

- 1** **Scan** the QR code or visit our website:
www.burlingtonvt.gov/water/SLIP
- 2** **Find** your service line
- 3** **Answer** the quick survey questions using the included magnet and snap a photo.
Click submit!

SCAN ME



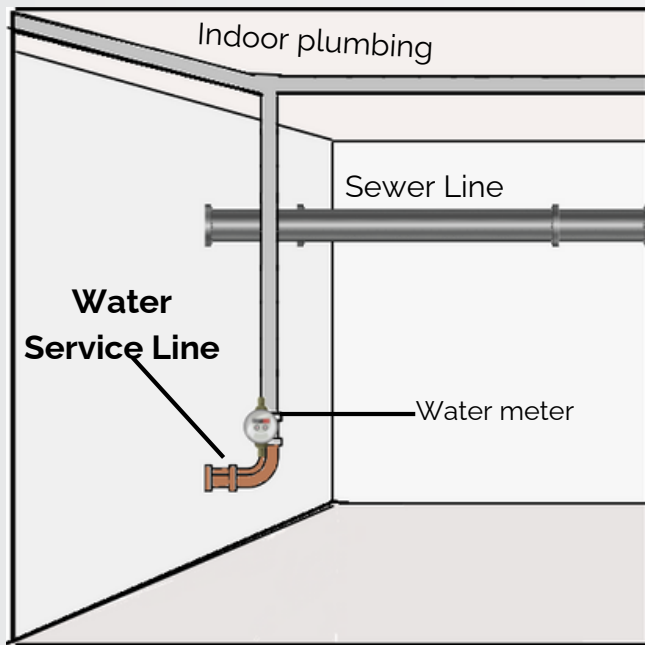
VISIT OUR WEBSITE FOR ADDITIONAL INFORMATION ABOUT THIS PROJECT



WHERE IS MY WATER SERVICE LINE?

Your water service line is the pipe that carries water from the City's water main to your home or business. You can find it in your basement, garage, or utility closet next to your water meter.

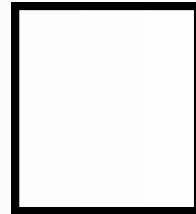
Please check our website for additional guidance on finding your water line and identifying its material.



DEPARTMENT OF PUBLIC WORKS WATER DIVISION

P.O. BOX 878

BURLINGTON, VT, 05402-0878



Residential customer

**IF YOU NEED ANY HELP, PLEASE CONTACT US AT
WATER-RESOURCES@BURLINGTONVT.GOV OR
AT (802) 863-4501. INTERPRETATION SERVICES
AVAILABLE.**





Water Service Line Inventory

Project Summary

The EPA's Lead and Copper rule aims to protect public health and reduce exposure to lead and copper in drinking water. The 2021 Rule Revision requires all local and state water utilities to develop and submit inventories of their service lines, identifying lead service lines to be replaced as well as galvanized lines needing replacement by October 16, 2024. Burlington has 11,009 service lines that need to be identified, including 4,316 service line records that need to be confirmed, and 6,693 service lines that are "unknown." Based on research to date and historical experience, it is not expected that any of these unknown lines are made of lead.

Project Goal:

Be in compliance with the Lead and Copper Rule and identify or confirm the material of all 11,009 potable and non-potable water service lines in Burlington, for both the public owned portion of the main and the customer-owned portions

Project method:

1. Records review and analysis
2. Ask customers to identify their service line materials and submit results
3. Conduct in-person inspections and canvassing for neighborhoods needing follow-up.

Project Timeline

- **Nov 23:** Inform public of rule requirements and introduce data collection process.
- **Dec 23-June 24:** Direct outreach to properties with unknown service lines. Highest priority are unknown lines in older homes.
- **Dec 23-June 24:** Review records and compile responses
- **June 24-Sept 24:** Follow up with non-responsive properties and complete inventory
- **Oct 24:** Submit inventory
- **Nov 24:** Share final results with public

Project Framing

Framing:

1. The City of Burlington is undertaking this project to be in compliance with the US EPA's 2021 requirement to confirm water service lines distributing water to customers are not made of lead, or to replace them if they are.
2. To meet this requirement at lowest cost to ratepayers, Burlington Water Resources is asking the public to take ten minutes to identify the material of their water service line and respond to our survey.



3. Lead in drinking water is not a concern as Burlington Water Resources is in compliance with state and federal requirements for monitoring and preventing lead exposure through drinking water.
4. This project will help Burlington Water Resources identify older water service lines to replace in the future to maintain high quality water pressure and quality.

What actions do we want people to take? What do we want them to think? What do we need for that to happen?

1. Go down to the basement and check service line material, take picture & fill out form
 - a. Pre-requisites:
 - i. The form should be easy to access and fill out.
 - ii. The process to identify the service line material should be quick and easy.
 - iii. The property owner needs to care about this project.
2. Trust that the City of Burlington's drinking water is safe and we do not have a lead exposure problem.
 - a. Pre-requisites
 - i. Emphasize likelihood of no lead service lines
 - ii. Educate about anti-lead/corrosion measures
 - iii. Offer resources up front
3. Make a limited number of appointments for in-person home visits or answer door during canvassing efforts
 - a. Pre-requisites
 - i. The property owner needs to care about this project.
 - ii. The property owner should first try to identify the service material themselves
 - iii. The scheduling process should be easy.
 - iv. The property owner should trust City employees to come into their homes.

FREQUENTLY ASKED QUESTIONS

Commented [EW1]: These will live on the website page.

What is the Water Service Line Inventory project?

The City of Burlington is working with the State of Vermont and the US Environmental Protection Agency on a nationwide requirement to identify and remove potential sources of lead from public drinking water. As part of this requirement, the City of Burlington is required to confirm or identify the materials of every water service line in the City. The City has no record of active lead service lines and does not expect to find any lead lines; however this inventory will help us identify service lines and components that may need replacement to maintain high water quality and water pressure, such as older galvanized steel service lines, water meters, or other connectors.

Is there lead in my drinking water?

The City of Burlington has no records of active lead water service lines in the City and does not expect to find any lead service lines, as they were never commonly used in Burlington.

Some older homes with galvanized steel lines may still have limited exposure to lead in their system via short connectors between the service line and the main called goosenecks, but they are not considered



impactful lead components under the EPA Lead and Copper Rule Revisions. Internal plumbing in older homes such as faucets, pipes, solder, or water meters installed before 2001 can have small amounts of lead, but also should not affect lead water levels due to Burlington Water Resources' use of a corrosion inhibitor -zinc orthophosphate- that prevents metals from pipes, such as lead and copper, from contaminating the water.

Why is my participation vital?

This project will ensure we are in compliance with the new EPA mandate to identify any lead service lines and to identify galvanized metal service lines that have a tendency to leak and/or clog which can impact water pressure.

There are over 11,000 water service lines with materials that need to be identified or confirmed in less than one year. Due to the scope and timing of this requirement, we need Burlington Water Resources customers to participate to help us keep our operating costs low. Keeping operating costs low helps us provide water at affordable, competitive rates and offer our customers additional rebate and affordability programs.

How are you gathering this information?

In addition to conducting a thorough analysis of historical and current installation records, we are primarily depending on the public to participate in our survey. We will also be conducting home visits to homes needing follow-up and canvassing older neighborhoods (streets established before 1938). Given the scope of this project, we highly encourage you to take action by responding to this survey, as well as any future follow up questions we may have regarding your property.

What will happen to this information?

Burlington Water Resources will publish a public facing map with our findings so that residents can look up their system's information in the future. If we do find pipes requiring replacement, Burlington Water Resources will initiate phase II of this project to work with property owners to replace their water service lines.

Are you going to dig up my lawn?

No; this phase of the project does not require excavation for any properties. You will be notified if we have flagged your service line for further investigation during Phase II of this project.

Is this going to cost me money?

Identifying your service line material is free, even if you have a specific situation that requires a home visit from Burlington Water Resources. If your service line is lead (unlikely), it will be replaced at no cost to you.

What does Galvanized Requiring Replacement (GRR) mean?

Galvanized Requiring Replacement indicates a galvanized steel service line that is or was ever "downstream" of a lead service line, or is currently downstream of a pipe for which the lead status is unknown.



What is the EPA's Lead and Copper Rule?

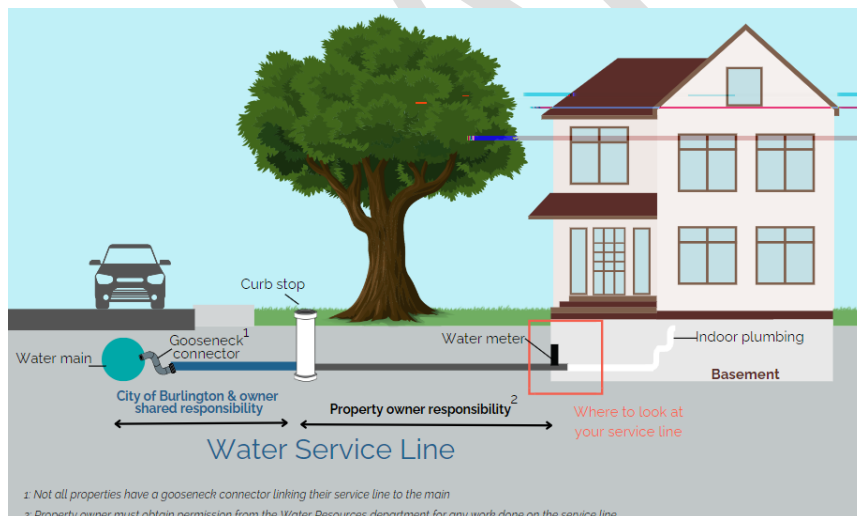
The EPA Lead and Copper Rule is a regulation from 1991 that sets maximum levels of copper and lead in water distribution systems and works to remove sources of lead from our drinking water. The rule is updated in accordance with the latest science. The latest update, called the Lead and Copper Rule Revisions, requires all water utilities to record the material of all water service lines in their service area on both the customer and utility side by October 2024. If any galvanized requiring replacement or lead service lines are identified, the utility is required to work with the customers to replace them.

What is a water service line?

Water service lines are pipes that carry water from the City of Burlington's main water line to individual properties. Most properties will only have one service line, but others will have a separate water service line for fire protection, irrigation, or other non-potable uses. All lines' material must be recorded as part of the Water Service Line Inventory project.

How do I find my water service line?

The water service enters the property through the basement foundation or wall (on the street side) and connects to the water meter. If your property does not have a basement then look in another protected area like a utility closet or garage. This graphic explains where water service lines can typically be seen in the home



What materials can my service line be made of?

Water service lines 2-inches in diameter and less can be made out of plastic, copper, galvanized steel, and lead. Water service lines greater than 2-inches in diameter can be made out of ductile iron, cast iron, and plastic. This document ([LINK](#)) shows you how to identify what your service line is made of.



What if I have multiple service lines?

If your property has multiple service lines (e.g., domestic, fire protection and/or irrigation), please document each line separately.

I don't have access to the water line, what do I do?

If you live in a multi-unit building, we will work with the property owner/manager to identify the incoming service line.

I am unable or unwilling to access my basement and identify the material of my service line.

Burlington Water Resources will have a limited number of appointments for home visits to determine the material of your service line for you. Please use this link to be added to the waitlist or call Burlington Water Resources at (802) 863-4501. [LINK](#)

Commented [EW2]: Planning to use Calendly to schedule appointments when they are available.

What happens if my water service line needs to be replaced?

You will be notified if we have identified your service line as GRR or lead (unlikely) needing replacement during Phase II of this project. If your service line is lead and needs to be replaced, it will be replaced at no cost to you.

Does the City of Burlington take action to prevent lead in our drinking water?

Yes! Although the City of Burlington has no records of lead water service lines in the City and does not expect to find any lead service lines, we prevent lead exposure by:

- Adding a corrosion inhibitor to the water -zinc orthophosphate- that prevents metals from pipes, such as lead and copper, from contaminating the water.
- Conducting a robust sampling programs to monitor lead and copper levels in residential homes more likely to be exposed to lead based on their construction date.

The State of Vermont outlawed lead solder made up of more than 8% lead in 1988. In 2010, the State reduced the permissible amount of lead from 8% to 0.25% in fixtures. The State of Vermont also has one of the strictest lead monitoring programs in the country to monitor schools and daycares.

How can I find out if I have other sources of lead in my home?

The Burlington Lead Program is a housing program within the City of Burlington's Community & Economic Development Office (CEDO). They can provide education, home visits as well as outreach and resources to homes in Burlington to prevent lead exposure through lead paint and can link you to additional resources, such as the Healthy Homes program, which can provide funding assistance to address other environmental health and safety concerns.

What do I do if I suspect I have lead in my drinking water?

If you suspect you may have lead in your home due to old faucets or solder in your homes internal plumbing, you can protect yourself by running cold water before using it for 5 minutes whenever you have not used your water in over 6 hours. This helps flush water that may have been in contact with lead components for an extended period of time out of your system and ensure that your water comes



directly from the main. You can also install water filters for additional protection from lead exposure. The Vermont State Department of Health also has guidance and test kits to test your water for lead.

In the long term, if you suspect you may have lead parts in your water system, we recommend replacing old fixtures with new ones that meet current lead exposure prevention requirements. The Water Resources Department can provide more information on resources to do this.

Please note that the City of Burlington has already taken several steps to prevent lead exposure in drinking water, and exposure to lead is unlikely.

What is the timeline for this project?

The EPA announced the Rule Revision in 2021 but only recently issued guidance to the states on how to conduct their service line inventories. The City of Burlington is aiming to get the first round of responses by April 1, so that we can conduct follow up and complete the inventory by the October 2024 deadline.

Resources for further questions on lead exposure and the City of Burlington's lead testing policies and records.

1. Are you concerned about lead-based paint hazards in your home? Contact the Burlington Lead Program for more information, 802-865-LEAD.
2. If you would like to order a lead testing kit through the [Vermont Department of Health](#), you may do so [here](#).
3. Learn more about Vermont's regulatory efforts to decrease exposure to lead from plumbing supplies, consumer products and in the workplace.
4. Curious about the City of Burlington's lead testing policies or our water quality control reports? Find them here. (LINK)



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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Date: November 15, 2023
To: DPW Commission
From: Jackie Esperti, Parking Services Manager
Chapin Spencer, Director of Public Works
Subject: Proposed Garage Parking Rates Adjustments

BACKGROUND:

Pre-pandemic, the Parking & Traffic Division made significant strides in garage renovations and modernization of our operations. During the Covid shutdown, however, garage operations were suspended with no revenue coming in, and with a slow recovery the fund balance has been depleted.

While we work toward recovery, we continue to improve the garages, spending hundreds of thousands on more lighting, 24-hour security, capital upgrades such as a new staircase and concrete and beam repairs. However, recovery has not been as quick as hoped. The construction downtown, the change to remote work, and inflationary expenses have impacted our ability to have revenues cover the expenses for our municipal parking facilities.

It has been nine years since rates have been substantially adjusted in the garages – and it is now time to propose modifications to our rates in order to restore the health of the Parking Facilities Fund.

FINANCIAL OUTLOOK

The Parking Facilities Budget, 265, is a Special Revenue Fund that oversees both Municipal Garages and all city owned lots. The revenue for this group comes from transient parking fees including the overnight hotel parking, monthly permits and the Downtown Improvement District funds. As you can see in the table below, we're lagging behind our projected revenues, with a projected yearly loss around \$800,000, if we don't make any changes. Even with our continued efforts to improve the garage, revenues aren't fully rebounding.

The revenues below are through October 31 – 33% through the fiscal year.

Revenues 265	Adopted Budget	Revenue Year To Date	% Revenue	Projected YE	Delta
Parking Fees	\$1,550,000.00	\$493,249.43	31.82%	\$1,494,695.24	-\$55,304.76

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Parking Permits	\$1,479,800.00	\$250,894.00	16.95%	\$760,284.85	-\$719,515.15
Parking Lots	\$250,000.00	\$101,638.60	40.66%	\$307,995.76	-\$57,995.76
Third Party Gateway		\$18,552.75		\$56,220.45	\$56,220.45
Insurance Reimb.	\$2,000.00	\$0.00	0.00%	\$0.00	-\$2,000.00
DID	\$159,733.00	\$159,733.00	100.00%	\$159,733.00	\$0.00
Total	\$3,441,533.00	\$1,024,067.78	29.76%	\$2,778,929.30	-\$778,595.21

COST CONTAINMENT:

While operating expenses are trending closer to budget, we are also looking at addressing the revenue softness through expense side strategies as well including:

- Controlling labor costs by targeting enforcement times in the garages
- Exploring options to reduce credit card transaction costs
- Monitoring carefully operational expenses

INITIAL PROPOSED CHANGES

We currently suggest the following changes:

1. Adjust Maximum Daily Rates
 - a. Municipal garages are currently the least expensive publicly-accessible garages for parking throughout downtown. We'd like to keep current hourly rates and extend the maximum daily rate at both garages. MPG is currently \$10 per day and proposing to increase it to \$14 per day. The DTG is currently \$8 per day and proposing to increase it to \$12 per day.
2. Add Sunday Enforcement
 - a. Adding enforcement on Sundays is projected to increase yearly revenue by \$150,000.
3. Increase Monthly Permit Rates
 - a. We currently have around 40 permits in the MPG and over 500 in DTG. These rates haven't changed since 2014 and the monthly rates are far cheaper than other garage rates downtown. The 5 day monthly rate is proposed to go from \$80 to \$100 and the 7-day rate is proposed to go from \$96 to \$120.
4. Charge a reduced fee for the Employee Parking Program
 - a. This successful program allows low wage downtown workers an accessible and free parking option that leaves prime on-street spaces available for customers and visitors to downtown. Over 900 downtown employees are signed up for the program. It is a time-intensive program that requires our staff to renew permits monthly to limit unintended use. Charging a modest fee of \$20/permit/month will increase revenue more than \$150,000 each year and still offer a significant reduction from the \$96 monthly permit rate.

ESTIMATED BUDGET IMPACTS

Proposed Change	Projected Increased Revenue Over Full Year		
	Marketplace Garage	Downtown Garage	Total
Extend to 12 hours	\$35,156	\$53,212	\$88,368
Sunday Parking	\$120,000	\$32,625	\$152,625
Increase Monthly Permit Rates	\$10,944	\$62,832	\$73,776
Increase Overnight Hotel Rate	N/A	\$102,060	\$102,060
Free Employee Permit to \$20	N/A	\$168,000	\$168,000
Total	\$166,100	\$418,729	\$584,829

ENGAGEMENT

We look forward to getting feedback from downtown stakeholders about these proposed changes. During the next month, we'll be meeting and communicating with downtown stakeholders to gather their feedback on these changes and plan to bring updated recommendations to the Commission's December meeting.

QUESTIONS/FEEDBACK

Please email me at jesperti@burlingtonvt.gov with any questions or feedback.



CITY OF BURLINGTON DEPARTMENT OF PUBLIC WORKS

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To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **DPW Director's Report**
Date: November 15, 2023

FY'23 COMMISSION REPORT TO THE CITY COUNCIL

The Chair and Vice-Chair provided the Commission's report to the City Council on November 6. Council President Paul and Councilor Carpenter expressed appreciation for the Commission's work. There were no questions or concerns expressed. More info: Chapin Spencer, cspencer@burlingtonvt.gov.

NORTH PLANT SIPHON EMERGENCY RESPONSE

The Winooski River sewer siphon break has been repaired and as of November 8, is operational and conveying sewage to the North Waste Water Treatment Plant. After 5 weeks of work our contractor, ECI, and DPW Water Resources' project management have successfully re-built the broken siphon pipe in the river and diverted all wastewater flows from the temporary on-ground bypass system and restored flow back to the sewer siphon that runs under the Winooski River. We anticipate that at least 75% of this project and other emergency response efforts will be covered by FEMA funds with an additional 12.5% covered by the state – a significant savings for local ratepayers. Thus far, the overall repair cost is approximately \$833K with a total of \$1.7M spent on this repair work, earlier emergency sewage hauling, temporary forcemain construction and other costs related to the July 12 sewer break.

We are also underway with designing a longer-term and climate-resilient alternative to the current 1950's era Winooski River design. Given the torrential rains of this past summer – which led to the breaks on this river pipe – we are looking at all options that can safely handle all waste flows and better withstand the impacts of a changing climate. For more information on this incident and emergency repair effort, please visit www.burlingtonvt.gov/water. We want to thank the UVM Spatial Analysis Lab for their drone support, which allowed us to get a bird's eye view of the project and the rounds of dye testing. Thanks to a great community partner. More info: Megan Moir, mmoir@burlingtonvt.gov.

WINTER MAINTENANCE PREPARATIONS

Sidewalk tractors and snow plows were out November 9 for our first snow of the season. We are advancing the annual salt contract to the City Council for approval on November 20. We are prepared for the coming winter season and will be ready for whatever comes our way. More info: Lee Perry, lperry@burlingtonvt.gov.

NORTH WINOOSKI AVE SURVEY

DPW, in coordination with the Department of Business & Workforce Development, is distributing a survey among North Winooski Ave stakeholders to get feedback on how the changes on the street have been working. This latest round of paper and electronic survey options will include links to translation services. The survey will close on November 21 and results will be brought to the December Commission meeting. More info: Phillip Peterson, ppeterson@burlingtonvt.gov.

GREAT STREETS MAIN STREET

We are still working to align the project's expenses with available revenues as bids came in higher than expected. We briefed the City Council in executive session regarding our negotiations with the apparent low bidder last week. We will have more information to share with the Commission for the verbal Director's Report at the meeting. The project website is at: <http://greatstreetsbtv.com/main-street>. More info: Laura Wheelock, lwheelock@burlingtonvt.gov.

CITY ENGINEERING STANDARDS ADVANCE

Thanks to the effort of many Engineers in Technical Services and Water Resources, draft City Engineering Standards were presented to the Council's Transportation, Energy and Utilities Committee for their consideration on October 26. [See presentation here](#). These standards do many things including:

- Ensure infrastructure is built consistently throughout the right-of-way
- Help us be more prepared to maintain and repair assets throughout the City
- Streamline contract development and have uniformity across divisions
- Create a more straightforward and predictable bidding experience for contractors

Thanks to many other work groups across DPW and beyond who helped put these draft standards together. We will be bringing these standards to the City Council for their adoption in the next month or two. If the Commission is interested in getting a briefing on the standards in December, let staff know. More info: Julia Ursaki, jursaki@burlingtonvt.gov

CHAMPLAIN PARKWAY WINTER SHUTDOWN STARTS DEC 1

After a very productive construction season this year, our contractor will be shutting down construction by December 1. Crews are focused now on getting Pine Street in a good condition for the winter season. Thanks to everyone who has helped Norm Baldwin and Corey Mims with the extensive coordination work this season and everyone generally for being patient with this project as it has impacted some of our operations this year. Construction updates can always be found [here](#). More info: Corey Mims, cmims@burlingtonvt.gov.

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