

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING DECEMBER 20, 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 Fox (Zoom), Commissioner Hogan, Commissioner Munteanu; Commissioner O'Neill-Vivanco (Chair) (Zoom), Commissioner Sears

COMMISSIONER ABSENT: Commissioner Damiani

ITEM 1 – CALL TO ORDER

Commissioner O'Neill-Vivanco called the meeting to order at 6:30 p.m.

ITEM 2 – AGENDA

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

ITEM 3 – PUBLIC FORUM

Kelly Divine stated she received the memorandum about the parking changes. People are not coming to downtown and more people are working from home since COVID in which they are not utilizing the parking passes. We have to get solutions to have people come downtown and keep office. Need to look at the rate changes for the Marketplace Garage and consider the language for Lakeview Garage.

ITEM 4 – CONSENT AGENDA

- 4.1 Approval of Draft Minutes 11/15/23**
- 4.2 IAA Parking Changes**
- 4.3 South Champlain Meter Installation Memo**
- 4.4 Motion to Approve Consent Agenda**

Chair O'Neill-Vivanco stated we are looking for a motion to approve the consent agenda with the updated items.
Commissioner Barr made a motion to approve the agenda with the updated items
Commissioner Hogan seconded
Unanimous approval

ITEM 5 – OFF STREET PARKING RATE CHANGES

Division Director Jackie Esperti went over the proposed change for rate adjustments to the parking garages.

- Adjust Maximum daily rates and hotel rates

- Adjust monthly permit rates

We brought his proposed rate changes to the Commission in November and we have emailed all current permit holders in both municipal garages, communicated directly with each hotel, met with BBA Director and shared document; and added notice of potential.

WE have heard concerns from stakeholders about the fragility of downtown and we are working hard to balance the needs of downtown stakeholders with the financial realities of the city's parking facility fund and traffic fund.

We are hoping to implement the rate changes in early 2024.

We are looking at Park Mobile App or other options so it could be like a punch card, as we know that work schedules vary for different employers.

Commissioner Barr asked about the increase in security, which went up \$90,000 to \$300,000.

Commissioner Sears asked if demand was not here what point you look at other uses for that space or those buildings.

Director Spencer stated that we are looking at a multitude of strategies to include overnight products for area residential use. We are looking at new products, new offerings so that we can better utilize these buildings.

Commissioner Munteanu supports amendment to expand out to ten hours. We need to consider how we are going to be using these spaces because there is still a lot of people driving.

Commissioner Barr understands having the income from parking is extremely important. Is supportive of the rate increase.

Commissioner Fox glad to hear we are working with Park Mobile and new products; there is a way to make products more appealing to hybrid workers. Supports the rate change.

Director Spencer we are two and a half million in debt and had to bring it to the city due to lack of revenue coming in. Revenue problem, back with some additional rate adjustment, new product and planning on how we are going to get back on financial ground.

Commissioner Hogan clarify the security pieces from nine thousand to tree hundred thousand. Is that in the last year or since 2014?

Division Director Esperti stated that was budgeted in 2024, this is what our budget expense is for this year.

Commissioner Hogan more information about Hotel Vermont.

Some employees work Tuesday through Saturday or Monday through Friday. We are working with them; they pay \$4.00 for vehicle to be there, rate on that would go up.

Commissioner O'Neill-Vivanco supports the parking rate changes. Updating rates from 2014 rates is important.

Chair O'Neill-Vivanco stated we have an action to approve this rate change. Could we put it on the slide or read the modification that came in.

Assistant Director Esperti under Marketplace Garage Section 9 it says \$6.00 up to four hours, \$7.00 up to 5 hours, \$8.00 up to six hours, \$9.00 up to seven hours. We would amend and add \$11.00 up to eight hours, \$13.00 up to nine hours and maximum daily rate of \$14.00 after ten hours.

Chair O'Neill-Vivanco so it's still maximum rate but a little more gradual over the time. Commissioners is that all clear. So a motion to approve staff's recommendation for the off street parking rate changes with the amended language.

Commissioner Munteanu point of clarification. So this factual resolution that is attached to this agenda item that we have friendly amended right now is going to be referred to City Council to actually enact. So really, our action is to refer this item to City Council if I understand correctly and we are essentially the sponsors as the Commission of the Department of Public Works.

Director Spencer stated this is seeking your action this does not need City Council action. This is in Appendix C of the ordinance, which can be adjusted by you all. Commissioner Munteanu so essentially we are enacting this Appendix C change by approving the staff's recommendation?

Chair O'Neill-Vivanco the language that we have in the packet it move to adopt the City of Burlington Ordinance changes related to adjusted rates in the city's municipal garages as detailed in the attached document. So we're referring to the details that was actually communicated verbally in this presentation.

Commissioner Munteanu made a motion to move what was stated above by Chair O'Neill-Vivanco.

Commissioner Barr seconded

Unanimous approval

ITEM 6 – DIRECTOR'S REPORT

Director Spencer stated that the City Engineering Standards went to City Council on Monday and they were approved. This will ensure infrastructure is built consistently throughout right of way; help us be more prepared to maintain and repair assets throughout the City; streamline contract development and have uniformity across

division and create a more straightforward and predictable bidding experience for contractors.

North plant siphon response, the siphon break has been repaired.

North Winooski Avenue survey and we have feedback on how the changes on the street have been working. We had over 200 responses.

Greets Streets Main Street – we have a revised scope of work including rerouting the ravine sewer and renovating three blocks of Main Street – Winooski Avenue to Pine Streets.

Champlain Parkway winter shutdown is on.

ITEM 7 – COMMISSIONER COMMUNICATION

Commissioner Barr stated Ward 1 is working hard to redo the park, a kiosk has been put up. We are also looking to get an ice rink in as well.

Commissioner Hogan stated he would like the data on Locust Street for speeding.

Director Spencer stated we did do some speed checks there this summer and I will let you know the data.

Commissioner Hogan stated that with the storm the other day was wondering if the high school could adopt a storm drain and clean up, this for community service that they high school kids have to have to graduate.

Commissioner Munteanu stated kudos to the city workers, North Prospect Street had a lot of moving water and also asked how Pine Street section did with the water.

Director Spencer stated that catch basins installed drainage will be much better when the parkway is done. North Prospect Street has a storm water tank under the road, which helps with the drainage there.

Commissioner Fox stated she was glad to see the travel survey information on the Winooski/Burlington Bridge prior to construction.

Commissioner Fox also asked about the procedure for getting the flashing beacons for crosswalks were. Strong Street cars park on west side of street and it is hard to see pedestrians in the crosswalk.

Director Spencer stated to put in a request on See Click Fix

Commissioner O'Neill-Vivanco thanked DPW for changing the signs on South Prospect Street. She also thanks streets for getting out and putting down salt earlier today, some places were icy.

ITEM 8 – ADJOURNMENT & NEXT MEETING DATE – JANUARY 17, 2024

Commissioner Barr made a motion to adjourn

Commissioner Munteanu seconded

Unanimous approval