Commissioners Present: Commissioner Barr, Commissioner Hogan (Chair), Commissioner O’Neill-Vivanco (Vice-Chair), Commissioner Overby and Commissioner Munteanu.

Commissioner Absent: Commissioner Bose, Commissioner Kennedy (Commissioner Bose did try to do meeting via phone but there was a bad connection)

ITEM 1 – CALL TO ORDER

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

ITEM 2 – AGENDA

Commissioner Barr made a motion to approve agenda
Commissioner O’Neill-Vivanco seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

There was no one from the public to speak at meeting tonight

ITEM 4 – 100 BANK STREET PARKING AGREEMENT – Jeff Padgett

This is to authorize Public Works to enter into a parking agreement with 100 Bank Street for up to 200 parking permits to serve 100 Bank Street in the Lakeview/College Street garage for five years and after the five years on an as needed and available basis as detailed and defined in the “Master Parking Agreement”. They get short term security and we get long term security.

Commissioner Munteanu was trying to understand the importance of this — the daily occupancy projection. Assistant Director Padgett stated that the real challenge with Lakeview is it is at 35% usage. We are concerned about occupancy. We have shut down our waiting list until the state and the school returns for a better vision of what is available.

Commissioner Overby stated that it is unknown how much public parking will be constructed in City Place as it is still in litigation. Because of that, she stated she is concerned about giving preferential treatment to this one property of up to 200 parking passes for 5 years. She asked how many parking passes are currently being used by the
property’s tenants. We have shut down until the State of Vermont and the High School coming back, when high school comes back we assume they will get 800 passes. Commissioner Overby noted that the chart listing outstanding parking pass commitments shows that 180 of the 200 passes proposed for 100 Bank St. will be used. Director Padgett stated these are for planning purposes; this proposal will not blow us out. Commissioner Overby expressed concerned about the need for replacement of some of the 567 public parking spots lost when the Burlington Town Center Cherry St. garage was demolished. With so many parking passes issued for the Lakeview/College garage, few spots are left for people shopping in downtown Burlington. Director Padgett stated the Marketplace Garage is full but Lakeview/College Street garage is not utilized by shoppers no matter how many ad campaigns we run or discounts. We have a waiting list of 75 to park by the month. Director Padgett stated that we want to fill the garage but not overfill it. Commissioner Overby stated a problem is inadequate way-finding. Transient/retail parkers don’t know how to get into that garage, and then don’t know how to find and return from Church St. and downtown.

Commissioner O’Neill-Vivanco stated transient parking impact on the parking garage can go in as BHS half go one day and the other half go the second day. There is plenty of parking in Burlington when the streets connect again. Director Spencer stated there is a timeline construction to begin for TIF and if it is not initiated the date executed in the contract with Ireland at City Place expense they will connect Pine Street and St. Paul Street

Commissioner O’Neill-Vivanco stated she would like to get a look at where the numbers are in January or early 2022. Director Padgett stated it would be in his annual report of Lakeview and College Street garage.

Commissioner Barr made a motion to accept staff’s recommendation Commissioner O’Neill-Vivanco seconded.

Commissioner Overby stated she would like to see a reduction in the number of passes if that was possible. Director Spencer stated this is the terms that were negotiated between the City, 100 Bank Street and City Place and city council approved the terms as negotiated. We cannot change the terms without going back to negotiations. Commissioner Overby stated she does not feel this is the best scenario, because it grants priority to one developer.

Unanimous approval

ITEM 5 – FY’ 22 GOALS AND OBJECTIVES – Director Spencer
Director Spencer stated he sent out the proposed goals and objectives for the Commissioners to review and it is their decision if they want to accept the goals and objectives for FY’22 or not.

Commissioner Overby asked if parking services were still at the PD. Director Spencer stated they are still at 1 North Avenue and we hope to have them relocated here by October.

Commissioner Munteanu asked how DPW was making the citizens of Burlington. Rob Goulding stated we get information on Front Porch Forum, use social media, have public meetings, post agendas and warn meetings.

Commissioner Barr stated this was a great document but he uses a document created by Commissioner Overby for neighborhood assemblies, all in one place reference.

Commissioner O’Neill-Vivanco stated this was a great document for us as well as the public. I use this when it is time for yearly evaluations. I appreciate the signage for sidewalk work that is occurring in my neighborhood.

ITEM 6 – APPROVAL OF DRAFT MINUTES 7-20-21

There was a wrong date on the minutes posted, has been updated. Commissioner Munteanu made a motion to approve draft minutes of July.
Commissioner O’Neill-Vivanco seconded
Commissioner Overby asked if the meeting was the 20th or 21st.
Commissioner Munteanu stated it was the 21st.
Commissioner Barr abstained
Unanimous approval by four of the commissioners

ITEM 7 – APPROVAL OF DRAFT MINUTES 6-16-21

APPROVAL OF JUNE 26, 2021 MINUTES

Staff from RPC had submitted changes that did not make it into the previously approved minutes.
Commissioner Barr made a motion to approve the amended minutes
Commissioner O’Neill-Vivanco seconded
Unanimous approval

ITEM 8 – DIRECTOR’S REPORT

South End Construction Coordination Plan will be going to the City Council in September for a vote. We are talking about breaking down the construction of the Champlain Parkway in two different areas, Phase 1 the middle of Home Avenue to Kilburn Street
and the final step to the Interstate and the King Street and Maple Street neighborhood. We hope to have a contract for review in 2022 to the council if approved in September. We can present more to the DPW Commission.

ITEM 9 - COMMISSIONER COMMUNICATIONS

Commissioner Barr the schedule of sweeping for the bike lanes as there is always debris and broken glass in the bike lanes. PIM Goulding informed him we sweep the main arteries of the city on a regular basis. Colchester Avenue is swept weekly as well as some of the other major roadways in the city. We purchased a smaller sweeper that will hopefully be out soon and hopefully that will do a better job on the bike lanes.

Commissioner Barr also asked what the process for trash containers being left in the bike lanes after the haulers pick them up, this is more in the early morning hours. Can someone please mention to them to put the containers out of the bike lanes after they are emptied. Also, we noticed pain on the ground by Chase Street and Colchester Avenue just wondering if the construction was going to happen. Director Spencer stated we are doing a temporary quick build there this year.

Commissioner O’Neill-Vivanco asked if the purchase of a little vacuum to clean the bike lanes would be better than sweeping. Saw this in a parking lot in Chittenden County. Also asked if Public Works was involved in the discussion for the new location for the high school to make sure the infrastructure fits in. Director Spencer stated he sent out an e-mail to Superintendent Flanagan today requesting the Public Works be engaged in the site selection.

Commissioner Overby asked about the south end construction plan. Pine Street coalition and if roundabouts were in any discussion on the construction of the street or was it designed as a signal intersection. Director Spencer stated it was designed as signals but there is flexibility to make changes. There was a question on if this could be done in the first phase of the roundabouts ends being done 2nd.

Director Spencer stated that the improvement in the south end will occur before or concurrently with the end of the parkway.

Commissioner Hogan stated a citizen called and made a complaint about the visibility of Grant Street and North Union Street the planter is obstructing the view. Director Spencer stated they will be removing the bollards and planter and will be installing a permanent curb.

ITEM 10 – ADJOURNMENT AND NEXT MEETING DATE SEPTEMBER 15, 2021
Commissioner Barr made a motion to adjourn
Commissioner O’Neill-Vivanco seconded
Unanimous approval