DPW COMMISSION MEETING AGENDA
September 15, 2021
6:30 – 9:00 p.m.
Masks Recommended

To attend the meeting in person:
DPW Front Conference Room, 645 Pine St, Burlington, VT 05401
To join or watch the meeting remotely, including to submit public comment:
Join via Zoom, https://us02web.zoom.us/j/83495330508
To call into the meeting, including to speak during public comment:
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 – Welcome – Chair Comments

2 5 Min Agenda

3 10 Min Public Forum (3 minute per person time limit)

4 5 Min Consent Agenda
   A 37 Church St on Cherry St – 30 Minute Metered Parking
   B Reallocate an Accessible (ADA) Parking Space at 360 College St to Unrestricted Parking Space

5 30 Min FY-23-25 Sustainable Infrastructure Plan – Potential Bond
   A Communication, M. Keenan & N. Baldwin
   B Commissioner Discussion
   C Public Comment
   D Action Requested –Vote

6 20 Min South End Construction Coordination Plan
   A Communication, C. Spencer, N. Baldwin & C. Mims
   B Commissioner Discussion
   C Public Comment
   D Action Requested –None

7 5 Min Approval of Draft Minutes of 8-18-21
<table>
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<tr>
<td>8</td>
<td>Director’s Report</td>
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<tr>
<td>9</td>
<td>Commissioner Communications</td>
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<td>Adjournment &amp; Next Meeting Date – October 20, 2021</td>
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Date: September 15, 2021

To: Public Works Commission

From: Madeline Suender, Associate Public Works Engineer

CC: Phillip Peterson E.I.T., Public Works Engineer

Subject: 30-Minute Metered Parking Space on Cherry Street

Staff recommend the DPW Commission amend:

17 Designation of parking meter zones.

(b) Thirty (30) minute zones. The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:

(27) On the south side of Cherry Street at the first space west of the driveway to 37 Church Street on Cherry Street.

Purpose & Need:
The purpose of the proposed thirty-minute time limited metered parking space at 37 Church St is to provide loading and unloading, as well as quick turnover parking for local businesses and residents. The proposed time restrictions of the parking space would provide a parking resource need for users in the area.

Project Checklist:

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Reference: These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Summary and Conclusion:
Staff received a request from a local business to reallocate the existing unlimited time metered parking space in front of 37 Church Street to a thirty-minute metered parking space. The proposed thirty-minute parking space at of 37 Cherry Street provides a loading and unloading zone as well as quick parking turnover for businesses and residents in this area, see Site Map.

Public Engagement:
In preparation for the 9/3/21 DPW Commission Meeting, Staff notified each property on the block adjacent to the parking space at 37 Church Street. Staff received one (1) email in support of this recommendation, see Public Comment.

**Public Comment:**
Email received 9/8/2:
Maddy, thanks for reaching out about this change. Seems reasonable to me. Go for it.
Jeff

**Site Map:**

Figure 1: 37 Church Parking Change Proposal
Figure 2: Overview
Memo

Date: September 15, 2021
To: Public Works Commission
From: Phillip Peterson E.I., Public Works Engineer
CC: Norm Baldwin P.E., City Engineer
Subject: Reallocate an Accessible (ADA) Parking Space at 360 College Street to an Unrestricted Parking Space

Recommendations:
Staff recommend the DPW Commission remove:
7A Accessible spaces designated.
No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:
(110) On the north side of College Street, in the first space east of South Willard Street.

Purpose & Need:
The purpose of this request is to allow public parking at a no longer needed accessibility (ADA) space. This change will meet the needs of local College Street Residents who no longer use this ADA space.

Project Checklist:

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**Summary and Conclusion:**
Staff received a request in August 2021 from a local resident of College Street, to reallocate an on-street accessible parking (ADA) space on the north side of College Street in the first space east of South Willard Street to an unrestricted parking space. The resident states the space was needed for another resident of 360 College Street, however there is no longer a resident with accessibility needs in the area. Consequently, Staff recommend the reallocation of the ADA parking space at 360 College Street to an unrestricted public parking space. It is important to note, there is a second existing ADA space directly east, which will continue to meet accessibility needs for the local residents.

**Public Engagement:**
In preparation for the 9/15/21 DPW Commission Meeting, Staff placed flyers at each property along the block adjacent to the ADA parking space at 360 College Street. Staff did not receive any communication from local residents in regards to this matter.

**Attachments:**
1. Site map.
ONE (1) EXISTING ADA PARKING SPACE TO BE REALLOCATED TO REGULAR PARKING SPACE

ONE (1) EXISTING ADA PARKING SPACE TO REMAIN AN ADA PARKING SPACE
Date: September 10, 2021
To: Public Works Commission
From: Martha Keenan, Capital & Special Projects Director, Clerk Treasurer’s Office
       The Capital Committee – Chapin Spencer, Cindi Wight, Norm Baldwin, Sophie Sauve, Deryk Roach, Brian Pine, Katherine Schad

Subject: Continuing the Sustainable Infrastructure Plan

REQUEST:

The Capital Committee seeks support from the Public Works Commission for the continuation of the Sustainable Infrastructure Plan and a request of voters for a General Obligation Bond November 9th, 2021.

BACKGROUND:

In March 2014 the Mayor presented his goal to create a 10 year Capital Plan by the following Town Meeting Day in 2015. The City created a multi-departmental committee, since named the Capital Committee, to create and understand the Infrastructure Needs of the City of Burlington. In September 2016, the City Council formally accepted the Capital Plan and, among other funding strategies, approved putting a request for $27,500,000 in General Obligation Bonds to the voters to address the first five years of Capital Reinvestment in the City of Burlington. In November 2016, the voters overwhelmingly approved this request with a 78% vote.

With this support, the City of Burlington has worked hard to address the deferred maintenance of our infrastructure and reinvigorate our City. Together, we have replaced fire trucks, rehabilitated most of the Burlington Greenway, doubled paving and tripled sidewalk production, and improved the efficiency and comfort of public buildings and much more. Now is the time to continue the commitment made in September of 2016, update the Capital Plan, and propose a funding strategy that includes another request of the voters for investment in the City’s infrastructure.

As in 2016 the current need surpasses the available funding, however, continuing a balanced reinvestment in all of our assets will allow the City of Burlington to maintain its initiative and work to create a vibrant City.

The opportunities today for reinvestment in our infrastructure are greater than any time in this Administration. With the American Rescue Plan and the recently passed Infrastructure Bill, the Capital Committee is looking at what assets can be addressed in the various funding areas. These opportunities as well as a General Obligation Bond will allow us to continue the much needed reinvestment in our infrastructure.

If you have any questions, please contact Martha Keenan at mkeenan@burlingtonvt.gov or 802-557-2988.

MOTION:

Transportation, Energy & Utility Committee:
1. To recommend to the City Council the move to request an item on the ballot for a General Obligation Bond for a November 9, 2021 special meeting.
Continuing the City of Burlington’s Capital Infrastructure Plan

What have we accomplished?
What have we learned?
What are our next steps?
Mayor states first capital plan would be presented following year

First Drafts of Capital Plan

Capital Plan approved via Resolution by City Council

Voters approved a General Obligation Bond for the City’s Sustainable Infrastructure

First Five Years are completed

$27,500,000

03/14

04/15

09/16

11/16

FY 21
First Five Years are Completed

The City has worked with:
- all of the Departments,
- the public and;
- City Council

to reinvest in the City’s infrastructure.

The work has touched all aspects of the City:
- reinvigorating the Greenway
- improving sidewalks and roads; and
- renovating many of the municipal buildings

Each project considers its impact on the City’s NetZero Energy goal.
What have we accomplished?

- Improved over 14 miles of sidewalks
- Doubled our street reinvestment - From $1M/year to $2M/year
- Rehabilitated 7 miles (90%) of the bike path
- Created a new Parks Facilities maintenance building which helps keep our parks in better condition
- Improved multiple city building envelopes with insulation, new roofs, and new HVAC systems to improve efficiency and reduce costs
- Improved our IT infrastructure and the services we are able to provide to citizens - hybrid meeting system
- Implemented electronic door systems, improving security in city buildings
- Replaced the old city video security systems with a new single system tied to the city dispatch team
- Created an Asset Management Committee, implementing a software platform to better manage our assets and reduce costs
- Improved our plan to include more infrastructure for Public Safety
- Completed renovations at 645 Pine Street and City Hall to improve security and public services
- Created a Capital Committee to ensure best use of resources
- Set up and implemented a Fleet Committee to ensure move toward financial and environmental sustainability
What have we learned?

- The Capital needs are evolving with the City
- Our initial understanding of our assets was not complete
- We have decades of deferred maintenance to catch up on
- Having an overall understanding of all the competing needs helps to prioritize and create better strategies
- The FY22 Budget survey showed strong support of our infrastructure

- The Infrastructure needs are over $140M in the next three years
- Opportunities with the Federal Infrastructure Bill, ARPA and State funding will allow us to address many of the needs
- There is still a need beyond what the other opportunities represent
- The request of the voters will aid in filling the areas not covered by the above opportunities
## Continuing our Infrastructure Plan - Funding needs over 3 years

### Annual Investment:

- **Sidewalk reinvestment** - $1,700,000
- **Streets reinvestment** - $700,000
- **IT infrastructure** - $300,000
- **Transportation Planning** - $460,000
- **Capital Project mgmt.** - $800,000
- **Facilities** - $1,000,000
- **Parks Projects** - $1,000,000
- **Fleet** - $1,400,000
- **Public Safety** - 
- **Memorial** - 

**Total annual need:** $7,360,000

### Three Year Needs:

- **$5,100,000**
- **$2,100,000**
- **Street Capital funds $1.6M/year for an overall investment of $6M**
- **$900,000**
- **$1,480,000**
- **$2,400,000**
- **$4,500,000**
- **$3,000,000**
- **$5,250,000**
- **$5,700,000**
- **$10,000,000**

**Three Year Request:** $40,330,000
# Other Capital Needs

## Numerous grant projects requiring a local match
- Railyard Enterprise
- Champlain Parkway
- Shelburne Street Roundabout
- Rail Re-alignment

## Comprehensive Plans to implement
- Bike Ped Master plan
- Parks Master plan
- Scoping and Corridor Studies

## Large revisioning projects to consider (not included in three year plan)
- Fletcher Free Library
- Fire Station Consolidation
- Consolidated Collection

## Operational and maintenance needs to keep up with Capital Improvements
- Pavement markings
- Landscaping
- Facility maintenance
What are our next steps?

Present the next three year Capital Plan (FY’22 - FY’24)

- Meet with Commissions and Wards July, August, September & October
- Meet with Board of Finance and City Council September 13th
- September approval from City Council to bring request to the voters
- November 9th Special election
- Prioritize our needs
What are our next steps?

Strategize to utilize all funding opportunities as they come available

- ARPA funds
- State Infrastructure Funds
- State Climate Change Funds
- Federal Infrastructure Bill

Work to build an understanding of what a sustainable Capital Plan is and what it will entail to maintain
Considerations

Debt Policy Cap

Other Funding Opportunities

Request a new General Obligation bond in November to Voters

Strategy to create a sustainable plan to maintain a vibrant downtown

The longer repairs are deferred, the more it will cost.
Schedule

July:
- 21st - DPW commission - introduction
- 21st - Library commission
- 27th - Police Commission
- 27th - TEUC

August:
- 1st - Parks commission
- 3rd - Fire commission
- 17th - TEUC
- 31st - TCV

September
- 2nd: Ward 6 NPA
- 8th - Wards 1 & 8 NPAs
- 9th - Ward 6
- 13th - Board of Finance & City Council
- 14th - Parks Commission
- 14th - Ward 4
- 15th - Public Works Commission
- 16th - Ward 5 NPA

November:
- 9th - potential special election
Questions?
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MEMORANDUM

To: Burlington City Council
Fr: Chapin Spencer, DPW Director
Norm Baldwin P.E., City Engineer
Corey Mims P.E., Senior Public Works Engineer
CC: Lawrence Dwyer, Deputy Director, VT Division of Federal Highway Administration
Michele Boomhower, Director of PPAID, Vermont Agency of Transportation
Re: South End Construction Coordination Plan
Date: September 13, 2021

We are pleased to bring forward the proposed South End Construction Coordination Plan including an approach to phase the Champlain Parkway construction. This proactive proposal, grounded in the support of our Federal and State partners, lays out a pragmatic path to achieving a major renewal and modernization of the City’s South End infrastructure while reducing community impacts.

BACKGROUND:
Due to the City’s renewed reinvestment in our aging infrastructure, our successful effort to get legacy projects to construction, and the overall dynamism of the South End, there is an upcoming confluence of capital projects in the area that must be carefully coordinated so as to limit impacts on Burlington residents and businesses.

Significant upcoming South End capital projects within the public rights-of-way include:
- Amtrak Passenger Rail Project (underway)
- Shelburne Street Roundabout (underway)
- Champlain Parkway
- Class 1 Town Highway Repaving
- Main Street Great Streets
- Railyard Enterprise Project
- Continued Water/Wastewater/Stormwater Main Rehabilitation and Replacement

Based on City review of pending projects, community and Councilor feedback, and COVID-19 recovery efforts, it became clear that additional coordination and sequencing between projects was needed to further minimize interim impacts. As a result, City staff have worked with our project partners and our consultants to develop a sequencing approach that achieves this goal.

The chart below (and attached for easier viewing) provides an overview of our proposed approach.

An Equal Opportunity Employer
This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).
The most notable adjustment is the plan to construct the Champlain Parkway in two distinct contracts:

- **Initial Construction Contract**: Construction of initial project elements:
  a. The middle section between Home Avenue and Kilburn Street
  b. The shared use path between Baird Center and Shelburne Road

- **Final Construction Contract**: Construction of the remaining project elements:
  a. The southern section between Home Avenue and I-189
  b. The northern section between Kilburn Street and Main Street

This South End Construction Coordination Plan with the Champlain Parkway project built using two construction contracts intended to fit around other projects and achieve the following benefits:

- **Minimizing Construction Impacts**: Careful coordination between all the upcoming South End projects can lessen the construction impacts. This is especially important given that there are only two primary N/S roadways connecting Burlington to communities south of the Queen City – Shelburne Street and Pine Street – and that both streets will be hosting major multi-year construction projects.

- **Achieving Many Parkway Benefits Promptly**: By splitting the Parkway project into two separate contracts, the City is able to promptly initiate project construction, open the first contract section once completed, and begin receiving the benefits of:
  - A **new 25-mph grid street** between Home Avenue and Lakeside Avenue that will enhance connectivity and resiliency of the South End street network
  - A **new stormwater pond and new stormwater sand filter** that will take 11.5 acres off the combined sewer system and reduce 6,344 pounds (over 3 tons) of sediment from being discharged into Lake Champlain annually
  - **New shared use paths** providing a continuous ~2 mile off-road bike/pedestrian path from the Pine Street & Locust Street intersection to Queen City Park Road in South Burlington
  - **Improved raised intersections** at Pine St & Kilburn St, Pine St & Marble Ave, and Pine St & Howard St
  - A **new midblock crosswalk** Pine St & Arts Riot
  - An **enhanced Pine Street** with new granite curbs, reconstructed sidewalk with ADA-compliant access ramps on the eastern side, and new top pavement layer with improved surface drainage
  - **Undergrounded utilities on Lakeside Avenue** between Pine St and the new portion of the Champlain Parkway
- Renewed water and sewer lines throughout the South End – approximately 4,000 feet of waterlines and 3,000 feet of sewer lines will be replaced
- Reconstructed rail crossings with new active warning system including new gates in all quadrants, improved bicycle and pedestrian accommodation and improvements to drainage and stormwater features

- **Making the Interstate Connection When Ready:** The proposed sequencing provides a window to get the South End community infrastructure in place before opening the Champlain Parkway’s connection to I-189. The proposed Plan shows the final Champlain Parkway construction contract, with the I-189 connection, being completed in 2027 – a full six construction seasons from now. During the interim period prior to the interstate connection, our Parkway consulting engineers project no substantive change in overall South End traffic even with the first Champlain Parkway phase constructed and opened for public use. Additionally, the consulting engineers project an overall reduction of traffic in the King St and Maple St neighborhood once all these South End projects are completed (see attached memo from CHA).

- **Advancing Parkway to Completion**

**The South End Construction Coordination Plan Approach:**
This strategy was born from the Administration and City staff taking to heart the input shared by members of the public and City Councilors who asked us to think creatively about how to minimize community impacts over the coming years. To be clear, this South End Construction Coordination Plan is not a requirement of the recent Environmental Justice (EJ) review for the Champlain Parkway. The additional EJ review directed by the Federal Highway Administration in 2019 was to perform targeted outreach to any minority and low-income populations in the project study area in order to determine whether the conclusions reached in the previous Federal NEPA process remain valid. After significant public engagement and additional analysis, the resulting June 2020 Limited Scope Draft Supplemental Environmental Impact Statement (LSDSEIS) stated that “identified neighborhoods within the Study Area will share both the project’s improvements and some adverse impacts. After additional review of the proposed improvements and public involvement engagement, the Project will not cause disproportionately high and adverse effects on any minority populations in the Maple and King Street Neighborhood” (page viii). The LSDSEIS did recognize project proposed mitigation measures including phasing and scheduling to ensure safe access and reduce impacts during construction. Staff took this strategy, and based on the public input we received, expanded it to encompass a phasing and scheduling approach for all the major upcoming South End infrastructure projects.

**Considerations:**
Staff developed the South End Construction Coordination Plan as it meaningfully responds to public and Council interest in minimizing impact on the community by strategically advancing the construction of the upcoming projects. To provide the Council full context, we offer these additional considerations:

- **The City Council is a gatekeeper for large construction projects through contract approvals.** Contracts over $100,000 require Council approval according to City policy. By splitting the Champlain Parkway project into two construction contracts, the Council can approve a substantial portion of the project to be constructed and used by the public while avoiding substantive changes to South End traffic volumes during the interim period. The Council can then determine the appropriate time to authorize the Final Construction Contract.

- **FHWA and VTrans continue to state that the City will face repayment for project expenses incurred if the full Champlain Parkway project as designed and permitted is not completed.** Since the City took over project management from the State in 1998, approximately $15 million has been expended with the City Council approving project agreements and
amendments 26 times over the last 23 years. Should the Council approve the proposed initial construction contract, it would increase the total project expenditures by an estimated $17.5 million or more (depending on timing, inflation, final scope of work).

- **Staff understands the importance of keeping all these South End projects advancing and adhering to their schedules as much as possible – and we are resourcing them accordingly.** In the case of the Railyard Enterprise Project, we have a Request for Qualifications (RFQ) out on the street now to select a design consultant team to give us the extra capacity to keep this project moving. That said, projects can hit unexpected issues that adjust schedules.

- **Despite a string of 10 legal victories and settlements over the last eight years advancing the Parkway project for FHWA, VTraTrans and the City, a few project opponents continue to legally challenge the project wherever possible.** In late June 2019, the Pine Street Coalition filed a lawsuit against FHWA, VTraTrans, and the City challenging a 2018-2019 re-evolution of Champlain Parkway project impacts under the National Environmental Policy Act (NEPA). That legal action has been stayed by the Court over the past two years pending further ongoing environmental review under NEPA’s environmental justice regulations, as discussed above. It is not yet clear what impact the latest environmental review will have on the Coalition’s lawsuit, but FHWA, VTraTrans, and the City will continue to manage this legal risk, as we have done successfully in the past.

- **With this South End Construction Coordination Plan, there is a viable path to beginning Champlain Parkway construction in 2022.** Here are the upcoming expected milestones for the project:
  - September 2021 – Limited Scope Final Supplemental EIS published
  - November 2021 – FHWA Record of Decision published
  - February 2022 – Bid Advertisement for the Initial Construction Contract
  - May 2022 – City Council approval to award the Initial Construction Contract
  - June 2022 – Construction Notice to Proceed for the Initial Construction Contract

**Due Diligence:**
We have worked over the last month to evaluate the viability and potential risks of this Plan. Key findings include:

- We met with FHWA and they have informed us that determining the number of construction contracts and phasing for the Champlain Parkway is up to the host community and their State partner (VTraTrans). FHWA reviewed our draft Plan and said that splitting the construction into two contracts is an acceptable approach. While they did not provide a definitive timeline, FHWA representatives made it clear that if the City does not make continued progress to complete the Champlain Parkway project as designed and permitted, they would seek repayment on incurred expenses.

- We met with VTraTrans and reviewed the proposed Plan. They understood our goals to be responsive to public feedback and seek to further reduce impacts from all these South End infrastructure projects.

- We met with the City Council’s Transportation Energy & Utilities Committee on July 27, reviewed this general approach with them and answered questions from Committee members and the public.

- We met with permitting agencies (Act 250 and VT Department of Environmental Conservation) to understand potential risks for this Plan and specifically advancing the Champlain Parkway with two separate construction contracts. Given current and potential future litigation, we would be happy to brief Councilors on this topic in executive session.

- We have reached out to key stakeholders including the Vermont Racial Justice Alliance, Champlain Housing Trust, Local Motion, Burlington Business Association, area business owners and past litigants to get their feedback on this Plan.
• We met with the DPW Commission on August 18 and Ward 6 Neighborhood Planning Assembly on September 2, reviewed this general approach with them and answered questions.
• We put together a flier for the South End neighborhoods (including the King and Maple neighborhoods) summarizing the South End Construction Coordination Plan as presented to the Board of Finance on August 9th and directing residents to the project website to view the plan memo in its entirety.
• We installed chloroplast signs in the green belt of the King and Maple neighborhood to provide public notice of the upcoming council discussion of the Champlain Parkway project.
• We created a Front Porch Forum post summarizing the South End Construction Coordination Plan and it being brought to the City Council.

After this due diligence, DPW staff continues to believe the South End Construction Coordination Plan – including advancing the Champlain Parkway construction with two separate contracts on the schedule shown above – is the optimal approach for completing these generational improvements in a way that further reduces impacts on our community.

We understand that this is a complex proposal. Please don’t hesitate to reach out with any questions. Thank you for your ongoing support of our DPW’s efforts to reinvest in Burlington’s aging infrastructure for a more resilient, equitable and vibrant future.

Appendices:
• Appendix A: FHWA Repayment Examples
• Appendix B: South End Construction Project Sequencing Chart
• Appendix C: CHA Traffic Memorandum
APPENDIX A

Federal Highway Administration (FHWA) Repayment Examples

City Councilors have asked for examples where FHWA has required repayment of project expenses for projects that have not been built or advanced. Vermont’s FHWA office provided the following: “Here are some examples of federal funds being paid back in Vermont and in New Jersey for projects that did not advance to construction. This is not a provision used every day but we do have cases where it is utilized both in Vermont and other states across the country. Most of our federal aid construction projects do get built as planned and permitted.”

Vermont examples –

1) Bennington Bypass South Project – project not built, Payback amount of $163,457.49, June 22, 2020


New Jersey examples –

1) Rt 57 and County Rt 519, Bridge Replacements and Intersection Improvements, Paid back $1,989,981 on 12/14/2020

2) Rt 71 & Wyckoff Road, new traffic signal, bicycle compatible lanes, sidewalks, Paid back $534,715 on 11/17/2016

3) North Region Bridge Scour Design Contract #1, Scour Design for Bridges in North Region, Paid back expenditures of $2,690,624.95 on 12/29/2016

4) Route 21 Newark Needs Analysis, Evaluating ways of improving the safety and operation of Route 21, Authorized and expended $1,382,200 and paid back this amount on 01/4/2017.

5) Trenton-Amtrak Bridges - Chestnut Ave - From Walnut Ave to E. Street Bridge replacements – PE Withdrawn and paid back funds of $1,483,063.67 on 01/04/2017.

6) I-295/Route 38 Improvement Project - Project was to provide a missing movement from I-295 to Route 38, Withdrawn on 12/13/2016, amount paid back was $7,603,038.52
August 2, 2021

Mr. Chapin Spencer  
Director  
City of Burlington  
Department of Public Works  
645 Pine Street, Suite A  
Burlington, VT 05402

Re: Champlain Parkway; Southern Connector MEGC – M5000 (1); South End Construction Coordination Plan Traffic Assessment; CHA File: 8659.

Dear Mr. Spencer:

This summary has been prepared to assess the potential effects of the proposed South End Construction Coordination Plan on vehicular traffic volumes and circulation in Burlington’s South End. This coordination plan considers the following transportation and utility infrastructure projects:

- Railroad Projects in advance of Amtrak passenger rail (underway)
- Shelburne Street Roundabout (underway)
- Champlain Parkway
- Class 1 Town Highway Repaving
- Main Street Great Streets
- Railyard Enterprise Project (REP)
- Continued Water/Wastewater/Stormwater Main Rehabilitation and Replacement

Two of these projects involve the construction of new streets that will enhance regional access and expand traffic connectivity. These are the Champlain Parkway and the REP projects.

The South End Construction Coordination Plan proposes to construct the Champlain Parkway project under two contracts referred to as the Initial Construction Contract and the Final Construction Contract.

The multi-contract concept for Champlain Parkway construction will schedule this work to fit the Champlain Parkway around the other projects, which will help to manage the construction impacts to area businesses and residents. The general construction limits for each of these construction contracts are illustrated in Figure 1.

The effect of the sequenced construction of the Champlain Parkway on traffic volumes and circulation patterns were evaluated in the context of the original 2009 FSEIS and recent NEPA assessments completed for the project, as well as the Scoping Study prepared for the REP project.
Initial Construction Contract Traffic Assessment

Changes in vehicle traffic volumes and flow patterns associated with the fully-built Champlain Parkway project are associated with two primary influences: [1] improved connectivity to I-189 and US Route 7, and [2] expansion of the urban street grid in association with attendant operational and safety improvements.

The Initial Construction Contract for the Champlain Parkway will consist of the following project elements

- New Champlain Parkway segment between Home Avenue and Lakeside Avenue
- Lakeside Avenue Improvements
- Pine Street from Lakeside Avenue to Kilburn Street Improvements
- Shared use path between Baird Center and Shelburne Street

These initial project elements will not provide connection to the interstate highway system nor any new connections to the regional roadway network. The new roadway segment of the Champlain Parkway will function as a local collector street in this interim period rather than the arterial function it will have once the project is complete. However, this new roadway segment will enhance local access and circulation by providing additional north/south connectivity to the street grid.

This improved connectivity is not anticipated to induce new traffic into or through the area because the improvements constructed in this stage will not change the way the South End is connected to major routes (US Route 7 or I-189). However, some traffic associated with local businesses and residents can be expected to use this new road as part of their existing trips through the area; for example, electing to use the Champlain Parkway segment instead of the parallel segment of Pine Street.

The 2009 FSEIS documented the changes in traffic patterns associated with the full construction of the Champlain Parkway and these design volumes were reaffirmed in the 2019 NEPA Reevaluation and subsequent 2020 LS DSEIS for the project. The traffic volumes shown in the 2009 FSEIS for the ETC Build Condition indicate that the traffic volumes along the Champlain Parkway segment between Home Avenue and Lakeside Avenue will be relatively low in the interim construction condition. Again, this is because the interim Champlain Parkway segment will primarily benefit local traffic that is already in the network. The peak hour vehicle traffic volumes are estimated to be in the range of 100-200 vehicles per hour. This amount of traffic diverted from other streets in the area would not substantially change existing patterns of traffic flow.

In consideration of these factors, it is concluded that the Initial Construction Contract will not substantially change existing traffic volumes and flow patterns.

Final Construction Contract Traffic Assessment

The Final Construction Contract for the Champlain Parkway project will consist of the following project elements

- Champlain Parkway segment between Home Avenue and I-189
- Pine Street from Kilburn Street to Main Street improvements
The Final Construction Contract will complete the connection of the Champlain Parkway with I-189 and the improvements on Pine Street from Kilburn Street to Main Street. The proposed construction sequencing is intended to result in this work occurring after the other capital improvements are in place.

The cumulative effects of transportation projects in the area were assessed as part of the 2019 NEPA Reevaluation. This reevaluation considered the cumulative effects of the following projects:

- Champlain Parkway
- Rail Enterprise Project (REP)
- Shelburne Street Roundabout

As noted in that assessment, the REP project will further expand transportation connectivity in the area between Kilburn Street and Main Street. Also, as noted in the REP Scoping Study, traffic conditions on Pine Street north of Kilburn Street will improve when considered in conjunction with the Champlain Parkway project because of the expanded circulation options and the attendant operational and safety improvements. The REP study indicates an estimated 35-59% traffic diversion from the Kilburn Street-to-Main Street segment of Pine Street to other routes as a result of the cumulative projects.

Based on this assessment, it is concluded that the proposed sequencing of the Champlain Parkway construction as part of the South End Construction Coordination Plan will not contribute to any significant interim vehicle traffic impacts.

If you have any questions or require additional information, please contact Dale Gozalkowski or me.

Sincerely,

David Kahlbaugh, A.I.C.P.
Senior Transportation Planner
Figure 1
Champlain Parkway Construction Sequencing Plan
Burlington, VT
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. The hotel is about 25/75% of the activity in the garage.

Commissioner Overby stated that it is unknown what the parking in City Place as it is still in litigation. Don’t want preferential treatment to this property. How many are using the parking passes. Director Padgett stated that the building is 25 -2 o3 other allocation. 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 stated that she expect that 180 to 200 will be used. Director Padgett stated these are for planning purposes; this proposal will not blow us out. Commissioner Overby is concerned that transient parking is gone 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. Commissioner Overby is not supportive of retail parking – number is high for commitment for passes for that property. Director Padgett stated that we want to fill the garage but not overfill it.

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 y 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 change in the number of passes but that is just the way it is. 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, specifies 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

RRC had submitted changes that did not make it to the previous meeting. The major correction is on the wall, there were other small changes made as well.
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 on September 13 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.

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. Rob Goulding informed him we sweep the main arteries of the city on a daily 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 Tom 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 2\textsuperscript{nd}.

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
To: DPW Commissioners  
Fr: Chapin Spencer, Director  
Re: DPW Director’s Report  
Date: September 10, 2021

Consolidated Collection  
Due to an already large agenda, the City Council and Administration have moved the Consolidated Collection item - originally scheduled for 913 - to the next Council meeting on 9/27. Staff continues to recommend advancing consolidation under a hybrid collection model - where the City would continue to pickup recycling and haulers would bid on zones to collect trash and organics. All pickups would occur on the same day. Some members of the Council do prefer a municipal model. We are still taking feedback and welcome everyone to take our survey. We’ve had nearly 400 responses thus far. The survey and all project materials are available at: http://www.burlingtonvt.gov/consolidate. For more info: Lee Perry, lperry@burlingtonvt.gov.

Crossing Guards  
You may have seen our recent ads in the North Ave News or Front Porch Forum. There is a currently a constrained labor market and we have only hired about 13 of our 33 crossing guards for the school year. In addition to the advertisements and social media, we have also worked with the Burlington School District to amplify this message and raised the salary for a second straight year. We even ran a radio ad earlier in the summer for a variety of open positions. If you know of any interested candidates, please send them to: https://www.governmentjobs.com/careers/burlingtonvt?department[0]=Public%20Works.

South End Construction Coordination Plan  
As reported last month, DPW staff presented the proposed South End Construction Coordination Plan including an approach to construct the Champlain Parkway in two distinct and sequential construction contracts to the Board of Finance on August 9. We are preparing to present the approach to the City Council on September 13. This proactive proposal, grounded in the support of our Federal and State partners, lays out a pragmatic path to achieving a major renewal and modernization of the City’s South End infrastructure while reducing community impacts. The materials can be reviewed at the Parkway: http://go.boarddocs.com/vt/burlingtonvt/Board.nsf/goto?open&id=C5MKWN52598C. The memo is also attached for the Commission's review. We've added it to the agenda for September at the suggestion of Commissioner Overby. For info: Norm Baldwin, nbaldwin@burlingtonvt.gov.

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