DPW COMMISSION MEETING AGENDA
December 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 Approval of Draft Minutes of 11-17-21
   B Parking Removal Request – Lakeside Avenue

5 10 Min Shelburne St Roundabout – Locust St Regulations
   A Communication, O. Darisse & P. Peterson
   B Commissioner Discussion
   C Public Comment
   D Action Requested – Vote

6 20 Min University Place Parking Regulations
   A Communication, P. Peterson & L. Wheelock
   B Commissioner Discussion
   C Public Comment
   D Action Requested – Vote
North Champlain St Protected Bike Lane – Regulatory Changes
A Communication, E. Ross & N. Losch
B Commissioner Discussion
C Public Comment
D Action Requested – Vote

Director’s Report

Commissioner Communications

Adjournment & Next Meeting Date – January 19, 2022
DEPARTMENT OF PUBLIC WORKS  
645 PINE STREET  
BURLINGTON, VERMONT 05401  
COMMISSION MEETING November 17, 2021  
DRAFT MINUTES

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

Commissioners Absent: Commissioner Bose and Commissioner Kennedy

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:34 p.m.

ITEM 2 – AGENDA

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

ITEM 3 – PUBLIC FORUM

Maureen Frye was at the October meeting. She in for some follow up and supporting documentation in reference to the parking issue on Lakeside Avenue near her residence. She stated it is not as bad now that the weather has cooled off. I have a copy of a memorandum from John Caulo parking issue. He provided me with a letter that I can provide to you and to the Director so that you know his position on the seven spots on the south side of the street.

Commissioner Hogan stated that we would put this on file with our records. Is there anything else that you want to call out on item?

Mrs. Frye stated there was not she just wanted to give us a little bit of supporting documentation letting you know that I’m in communication with my neighbors and we’re looking to put together a group so that we can speak to you together if you would like that otherwise I know that Director Spencer is working on getting something done.

ITEM 4 – CONSENT AGENDA

A. Approval of Draft Minutes 10-20-21  
B. Queen City Park Road Yield Sign  
C. N. Willard St at Brookes Ave Parking Removal – 1 space

Commissioner Munteanu made a motion to accept consent agenda  
Commissioner Barr seconded
Director Spencer stated there was some suggested modifications to the minutes, so either the consent agenda should be adopted with Commissioner Overby’s modifications or we should remove it from consent and discuss.

Commissioner Hogan asked Commissioner Munteanu if he received the communication. Commissioner Munteanu stated he received the communication and made a motion to accept with the edited minutes of October meeting. Commissioner Barr seconded with the changes to the minutes Unanimous approval.

ITEM 5 – Narrow Street – Catherine St and Charlotte St Parking Restrictions

Associate Engineer Madeline Suender stated that at last month’s Commissioner meeting with an overview and primed what we were going to do. We had a lot of feedback from the neighborhood as well as communications from you as commissioners speaking on their behalf and a lot of them had to do with traffic calming, concerns with taking parking away, and potentially allowing there to be speeding conditions that could come from that. We edited the recommendation to switch Caroline Street so it will flip from one side of the street to the other. We have vetted with our plow and maintenance operations Director as well as the fire department and we have heard some feedback. People concerned with parking being removed.

City Engineer Norm Baldwin stated that we have had quite a bit of internal conversation in the team about this particular street. There is a balance between trying to rest the issues of safety on a narrow street and then once we remove parking what does it do in terms of speed conditions. This street is 26 feet wide providing 8 feet for parking and 18 feet for travel, two direction travel. We do not believe it will cause a speed condition. We thought it would be reasonable to take control to take the approach of stopped controlled intersection, flip parking so there is room for people to transition with in that space under a controlled condition as opposed to no stop control. We are proposing something a little different than what staff put together.

Commissioner Barr I always tend to side with the side of safety and public services. If it’s too narrow, you know who knows what we’re going to get for snow. I feel we need to consider this for public safety. I support staff’s recommendation.

Vice Chair O’Neill-Vivanco just to clarify so I understood correctly. I think this modification will at least begin to alleviate some concerns. The plowing works better for the plow to be able to access down the hill.

Assistant Director Perry stated all the plows make right hand turns. We would be coming off from Hayward, taking a right onto Catherine, going down Charlotte go back around up Catherine. Our plows are 13 to 15 feet wide. Going around the corner at that width at that angle extends, even though there is 18 feet of travel there is still a chance that we’re going to have to pick a wing up just to make it around a parked car. If we can
get it with a big truck then we do not have to call our ne ton that plows all the dead-end roads and if we cannot fit through we have to call that truck off his route to clear the snow that we cannot clear. Commissioner O’Neill-Vivanco stated that when that one-ton truck is called it could not come right down. Assistant Director Perry stated no not at all and it extends his plow route. Commissioner O’Neill-Vivanco stated that in the correspondence that came today this is not a pilot this is a narrow streets policy and it will be enacted as such. What is the communication going to be like from the residents to Public Works as people go through the growing pains of this shift?

Commissioner O’Neill-Vivanco asked about the communication that came today this is not a pilot this is a narrow streets policy and it will be enacted as such. What is the communication going to be like from the residents to Public Works as folks go through the growing pains of this shift?

Associate Engineer Suender communicated with the public and each of those times I have left my information, the front desk and customer service would push them to the tech services team. It will be case by case because we historically have not any complaints from the residents of streets that this one sides parking has been on but if we hear a lot we can certainly reevaluate and discuss as needed.

Commissioner Overby knows that we already worked on a policy for narrow streets throughout the city. I will support this proposed plan did I hear that there was going to be an additional stop control at the intersection there? I’m supporting this the way it is. Commissioner Hogan can you walk me through the plow route?

Assistant Director Perry goes up to the map and shows the plow route. I appreciate the flexibility. This is a nice balance in the middle.

Director Spencer stated that we are pleased to have on the zoom call Chief Locke from the Burlington Fire Department and Deputy Chief as well. If there is any interest in hearing from them, they are available to you.

Chief Locke wants to thank the team for working on this. Obviously narrow streets at times are challenges for us so we appreciate the slow and methodical effort to address this and still work with the citizens.

Thank you very much it’s Trina Bech I live at 77 Charlotte and we appreciate the work to limit parking on one side of the street because if there is a lot of snow and parking on both sides of the street the plow could not get through and we did not get our street plowed. Last year I could not get out of my driveway because of the number of cars parked on each side.

Commissioner Hogan will bring it back to the commission.

Commissioner Barr made a motion to accept.
Commissioner O’Neill-Vivanco seconded
Unanimous approval

ITEM 6 – Resident Permit Parking – 5 year review

Director Spencer stated that we were pleased to embark on this process and gave you a briefing at last month’s meeting. This was a challenged process five years ago and the
number of changes that were significant and caused some concern. From what we have heard, especially from City Councilors who used to have to help residents with tickets say that there are fewer complaints and that is supported by our experience here. It doesn’t mean that there aren’t improvements that are needed and what you have in front of you tonight are revisions to a program that appears to be working.

Associate Engineer Maddie Suender explained that two changes that are coming out of this are the tweaks to the contractor permits and the other change is allowing language so that we can continue to look to a digital permit program.

City Engineer Philip Peterson stated that these changes are no functional changes they are more administrative changes than anything else. We are not changing the system we are streamlining the system and making the contractor system fairer for all contractors.

Commissioner Barr so when we use the term digital thought that could also be switched with virtual so is it a virtual permit? It is not something that is physically hung or put on a dashboard. Assistant Director Padgett stated the idea is that your credential is a computer somewhere, which is the same thing that happens when you park downtown somewhere, use a parking meter, and use park mobile. Commissioner Barr stated he thinks this is great and making it more convenient is great.

Commissioner O’Neill-Vivanco asked if this was a potential, we are not there yet but can you communicate when we might be there yet. Assistant Director Padgett stated yes right now this is enable says that we can go from using a hard copy permitting process to a digital version. What that opens the door to using something like Park Mobile – we can actually use Park Mobile to manage this process. We can create a virtual permit in Park Mobile that the customer can manage their guests’ permits on line. We have much tighter control; there are many benefits to having that digital platform. If we use something like Park Mobile, which is a vendor that we use already for downtown, now we start heading towards a single platform for managing all of our parking. Having this enabling language allows us to explore what it really means to expand our use of Park Mobile. Right now, we cannot use Park Mobile according to ordinance. We have to use a sticker and hang tag. Commissioner O’Neill-Vivanco questioned if this would happen overnight. What would be the processes for this to happen? Assistant Director Padgett stated yes we would have to communicate with our entire resident parking people. There is front-end work that needs to happen.

Commissioner O’Neill-Vivanco in section k streets designated for resident parking at all times except between the hours between eight and five which non-residents shall not park a vehicle for a period longer than four hours. Does that mean I can park my car on that street for our hours and then I can move it half a block down on the same street for another four hours?
City Engineer Philip Peterson stated according to parking enforcement in order to park in a new spot, yes. I do not think we are making any proposals to change that. If we were going to make that change, we would be going from that administrative change that we’re making tonight to a functional change.

Commissioner Overby had e-mail communications with questions. You send me information but I am still not persuaded that the proposal for the contractor permits I do not understand how it is going to work. Assistant Director Padgett question is about a contractor gets a permit and that contractor drives in a resident only parking zone but they’re not working on somebody’s house. Is there an opportunity for abuse by the contractor who has a permit to just park anywhere in any resident zone. The reality is that is the way that the ordinance is set up right now. Two ways a contract can park in a resident only parking zone; put a logo on the side of their truck or they can come down here and buy permits. This is part of the reason that we revamped this is the likelihood of someone who does not have logos on it is going to be a startup contractor. Part of this program is creating a scenario where all contractors are created equal and you can go and park in resident parking only whenever and wherever you like. We are trying to create a little more structure to this and make it a little more fair across the board.

Director Spencer stated to make it clear we have recommended change language the revised language here adds the permit shall only be used when the contractor is providing service to a resident on the street with resident only parking. Commissioner Overby stated the current thing we are getting rid of is a resident may request up to eight contractor permits valid for 30-day increments for construction purposes. Assistant Director Padgett said in the first paragraph it says no one shall park in a neighborhood unless they have a permit or they are identifiable while conducting delivery or performing a scheduled or requested service. That language screws up this whole thing.

Commissioner Overby stated so this has been abused, that’s what’s being abused and that’s what you’re getting around.

Assistant Director Padgett stated it creates an uncomfortable position for everybody, creates confusion. So we caught this today as we were reviewing this is we forgot to strike this; we were going to ask in your motion to include striking in that sentence or service vehicles. Commissioner Overby stated that she was on the Public Works Commission when this was implemented and no way was that intended to be used for contractors. We very specifically wanted the contractors to use the one that they’re proposing to change. I didn’t understand that was being abused by contractors. Let me read what the proposal is which to me is not going to work. The language instead of the homeowner getting permit and give to the contractor. The new language is that a contractor providing services to a resident located on the street with resident only parking may request a permit valid for any and all designated resident parking street throughout the city. The cost shall be five dollars for one, one month permit, thirty dollars for a six
month permit or fifty dollars for a one year permit and then you’re statement of when the contractor is providing service to a residence on a street with resident only parking. The question that I had relating to that was what documentation does a contractor need to provide to establish entitlement to a contractor residential permit. Right now we have requirement for a homeowner to get a permit. You know your answer was there isn’t really isn’t any eligibility criteria in the ordinance. How is it anticipated that the contractor permits will be enforced to ensure that permits are only used when a contractor is providing service to a residence on a particular street. Your answer was this was going to be administered by Park Mobile.

Assistant Director Padgett stated Park Mobile is enforcing the parking we have no way of knowing if someone is there doing legitimate business. If our team starts to see like Summit Street is contractor row all day and every day we’ve got a problem. The bigger problem we have now is our process is a barrier for contractors on how hard it is for them to park legally in resident only parking and dealing with the permitting process. Commissioner Overby stated no license plate numbers will be used via Park Mobile so the enforcement, it sounds like there will not be enforcement except if there was abuse over the whole city. Is there a limit of contractor permits issued per firm? Your answer was no. I am just the answer I am hearing is the contractors are frustrated with dealing with the method that we have.

Assistant Director Padgett we are streamlining the process for them. If the contractor has a trailer they do not just get a $75 ticket they get $150 ticket. Commissioner Overby this to me is a concern where a contractor can park anywhere in a resident only parking. The Park Mobile thing I think the added future digital permitting without us actually knowing the contractual arrangements for the Park Mobile and the way they handle the license plate. I do have a concern as was communicated to all of us I cannot support that generic language in this proposed change.

Assistant Director Padgett stated we are going into this eyes wide open. We understand that we are maybe making things a little looser and there may be some unforeseen consequences. Digital permitting does not enable license plate reader technology. We take someone physical hang tag permit and put it in the computer. All we are asking for is the ability to do in the computer what we are now doing in hard copy. When we write someone a citation we are reading whether they comply whether they have paid through Park Mobile and tie into T2 and we figure out who the person is by connecting into the DMV. We are certified by the Criminal Justice Information system through the FBI. We are asking to take the digital permitting concept put it in RPP.

Commissioner Munteanu in five years do you visualize a medallion or are you looking to phase into the digital parking for the residents?

Assistant Director Padgett stated a digital process. We can do a hybrid approach in the meantime. If this is enabled, we could do the contractor parking in a digital permitting format and keep the current hangtag method going for the residents until the bugs are worked out. End goal to have a continuous platform across all of our parking.
Commissioner Hogan had a question about the institution of fees have those fees have the desired impact over subscription in some places?

City Engineer Philip Peterson stated the permits would just be handed out so that’s why we had the restrictions and that’s why we instituted a very modest fee. There is only 2 RPP streets where four hour parking to the public is allowed. No 4 hours parking allowed on every single RPP street; only two streets South Prospect and the south side of Bradley.

Barbara Hedrick Park Mobile being used downtown is a pay by app system isn’t enforcement still done by the parking enforcement personnel. The driver can pay remotely to extend their parking there. It was explained to me that this is going to replace the stickers and tags so when you buy a new car you don’t have the hassle of taking the old sticker off the car and putting it on your new car. The vision is that this is going to replace the stickers but it’s going to license plate readers there are so many issues with the license plate reader technology this is engagement issue not just an information issue I think the language on digital parking permit system should be removed from the text that you want to approve tonight but back up and start engage the public. Explain what you’re going to do and how you’re going to be responsible before asking us for authority and approval before going forward with something that we don’t know how you’re going to use it. The other thing I want to mention is the easier you make it for people to park on the street the more SOB driving you’re going to have, Commuter will come in and park on the street for free rather than taking a bus or using a park and ride from their remote town into Burlington. You should make parking on the street very difficult for commuters for residential area. Downtown yeah we want them to park on the street to shop.

City Engineer Philip Peter stated there is no functional change to the RPP.

AD Padgett stated when you do Park Mobile you choose to forfeit your name and your license plate number. We have a strong contract with them that ensures their data security. Park Mobile enforcement in RPP does not expose those people to, their personal data does not get exposed unless they are in violation.

Director Spencer what we’re prepared to do is if you all would like more time to discuss the mobile pay platform staff is fine to cut that out and do advance with just the contractors only permits.

Commissioner Barr we use it now on campus and have to a completely virtual permit system. Benefits we’ve saved a lot of money purchasing plastic and saved a long of angst from our customers because if they forget to put up their hang tag they get a citation for that after a certain period of time. We have everything in our system as far as someone who is authorized to park on our campus, visitors who come to campus we have access to their vehicles because they are authorized to park on campus because they are paying so it puts everything in one place and it tells us if they are allowed to park there or not.
AD Padgett we do have a mobile pace concept that we are fleshing out and we see as enabling language to give us the confidence to move forward and we would certainly come to you. If we need to take it out tonight to move forward with the contractor that’s fine.

Commissioner Barr is making a motion to accept staff’s recommendation. Commissioner O’Neill-Vivanco seconds

Commissioner Overby when you’re dealing with a private company who basically has other reasons for doing things besides just providing the service it’s a bit more of a challenge. Park Mobile is a private company and yes we are supposedly voluntarily giving their license plate in order to use it because there is no other choice. I would like to have this better explained to the city residents or if the commissioners are fine with it then that’s the vote. I do not think it’s a good idea without educating the people in this community about what’s happening with privatizing of services that the city wants to provide.

AD Padgett quick point of clarification. You mentioned that Park Mobile is the only way to pay in Burlington right now you can pay with coin, credit card or the app at all of our parking that we manage.

Commissioner Hogan stated this is an administrative change to allow some flexibility in how things are managed.

Commissioner Munteanu before any kind of digital permitting program is implemented for residential parking will that come back to the Commission or is this our only chance to give consent to this in our roles as commissioners.

Director Spencer with an expansion of either the existing mobile pay vendor or a new contract with another mobile pay vendor would need to go to the Board of Finance and City Council because it’s a contract. If approved with the language here my understanding is that the authorizing language is would then be an ordinance and then it is merely a contracting issue that would go to Board of Financing.

AD Padgett we need to also amend your motion to include the modification of the text in the clearly identifiable service vehicles strike the service and strike the schedule or required service so basically that sentence says delivery vehicles are allowed to come onto residential parking and park while they are doing their deliveries.

Commissioner Barr so if I’m reading it correctly and listening to you and since I made the motion what you’re suggesting is under appendix C Section 27a a clearly identification service or delivery vehicle while conducting a delivery or performing a scheduled or
requested service and what you’re suggesting is to just strike the second half of that sentence.
AD Padgett strike the references to service
Commissioner Barr I’m ok with that strike
Commissioner Hogan item 3 a clearly identifiable service or delivery vehicle while conducting a delivery or performing a scheduled or requested service. And if I could restate what I am hearing as the suggested medication for this to read a clearly identifiable delivery vehicle while conducting a delivery.
AD Padgett correct. We made a lot of changes with this one.

Commissioner Barr my motion still stands with the amended language and item like up there.
Commissioner Hogan is the amended language friendly with the seconder Commissioner O’Neill-Vivanco it is
Commissioner Hogan this is an administrative change and I feel like if my car is parked illegally blocking a fire hydrant I would hope that vehicle would get a ticket and it would somehow eventually be traced back to me through digital means.
Commissioner Munteanu aye – Commissioner Barr – aye- Commissioner O’Neill-Vivanco “aye” – Commissioner Overby “nay” – Commissioner Hogan “aye”

ITEM 7 – DIRECTOR’S REPORT

Director Spencer stated that we have 30 open position, 17 of which are for crossing guards, 13 seasonal and full time position as well. Part of the incentives are we have a hiring bonus, we are expanding on call program, and recycling drivers were reclassified to a Grade 14, which is the same grade as the street personnel. We have full support of AFSCME for this. This fundamentally is much stronger that currently exists in the ordinance.
We have an executed contract with our design engineering firm Stantec and we’ve already had a kick off meeting. We’ll be engaging the public in the coming weeks.
City Engineer Baldwin stated I don’t think people really understand now and are fearful of making use of that space but I hope now people understand that it’s available.

ITEM 8 – COMMISSIONER COMMUNICATIONS

Commissioner Overby sent document in relation to the shortage of jobs but there is a very interesting book by a guy Robert Ford Why Jobs Die and What To Do About It. There some ideas in there really worth considering.
Also WCAX did a story on the crossing guards and I am not aware if people know that they can do just morning or just afternoon shifts.
Commissioner Munteanu Main Street and University Heights was a great meeting on November 1st. It is clear at class changes how congested the intersection gets is at pedestrian capacity. What direction can the city go in to help this problem.

Commissioner O’Neill –Vivanco Recruiting crossing guards retired folks. How do we recruit for these positions. We have had some crossing guards that parents have known and trusted for years.

Commissioner Hogan – some crossing guards receive Valentines from the children. Leaf pick up why early?
Information Officer Goulding stated the last few years have been a challenge of snow and ice. We have had snow the last couple years during this time. For water quality purpose want to get the leaves when they fall to help protect water systems. Leddy Park and Oakledge Park have been open for citizens to bring leaves to.

ITEM 9 – ADJOURNMENT AND NEXT MEETING DATE – DECEMBER 15, 2021

Commissioner Barr made a motion to adjourn
Commissioner O’Neill-Vivanco seconded
Unanimous approval
Memo

Date: December 15, 2021

To: Public Works Commission

From: Phillip Peterson E.I., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin P.E., City Engineer

Subject: Parking Request on Lakeside Avenue

Recommendations to the DPW Commission:
Staff do not recommend any changes to traffic regulations on Lakeside Avenue at this time.

Background:
At the October and November Commission meetings, Maureen Fry, a resident of Lakeside Avenue, approached the Commission and requested parking to be removed on the south side of Lakeside Avenue between Conger Avenue and Central Avenue. Ms. Fry lives on Lakeside Avenue, across from the Hula campus; this resident believes the commercial activity in the area is a safety problem, as well as a nuisance for all residents on Lakeside Avenue, see Attachment-1. Ms. Fry claims the vehicular parking in front of her home on the south side of Lakeside Avenue makes it difficult to see moving traffic when exiting their driveway.

DPW Staff have analyzed the parking in this area for other projects, and brought parking removal recommendations to the Commission in July 2021. The issue of curb parking restrictions concerning pedestrian and vehicle safety is related to the level of congestion within an urban area, the type of roadway, and the land use. Low volume areas are usually not considered due to the low number of parked cars and the low number of pedestrians present in such areas. The increased volume of vehicles and traffic on Lakeside Avenue has increased the need for parking; especially in proximity of the new Hula Building at 50 Lakeside Avenue. Given this increased parking need, some vehicles were parking on Lakeside Avenue adjacent to the rail bridge; however this cross-section of the street was not designed to allow for parking. Due to the limited roadway space and grade challenges of accessing the adjacent sidewalk, at the July Public Works Commission Meeting DPW Staff recommended the Public Works Commission approve a parking restriction underneath the rail bridge on Lakeside Avenue. Additionally, to facilitate safe crossing and meet required standards, parking restrictions were approved adjacent to the crosswalk at the
Conger Avenue and the Hula parking lot driveway. This has increased sight distance at the crosswalk.

**Summary and Conclusion:**

In preparation for the 12/15/21 DPW Commission Meeting, Staff researched possible resolutions for Ms. Fry’s concerns.

1. Painted brackets near driveways. Lakeside Avenue does not meet the standards for this treatment. There are three requirements in order to paint brackets; a high rate of parking occupancy during peak times, at or above 90%, a street travel width of 18 feet or less, and a documented history of multiple violations at a specific location. Lakeside Avenue does not meet the street width requirement.

2. Residential permit parking. This is a larger conversation with the neighborhood; however any new request requires three hours of public parking during daytime hours, so this would not eliminate the public parking use Ms. Fry is seeking.

3. Total parking removal. DPW Staff have not found a demonstrable safety condition which should have us remove parking. Since 2018 there has been one vehicle related accident in this area of Lakeside Avenue, which was a minor property damage only accident occurring on January 5, 2020 adjacent to Conger Avenue.

Given all of this data, and in parallel with other data collection efforts; Staff do not recommend any changes to traffic regulations on Lakeside Avenue at this time.

**Attachments:**

1. Public Correspondence.
FROM:  
Maureen Fry  
57-59 Lakeside Ave  
Burlington, VT 05401  
512-417-6346

TO:  
Mr. Chapin Spencer  
Director, DPW, BVT  
645 Pine St. Suite A  
802-863-9094  

CF:  
DPW Commission Chair, and all DPW Commissioners  
DPW Public Works Engineers; N. Baldwin, and P. Peterson  
DPW IAD, Parking and Traffic; J. Padgett

SUBJECT: Lakeside Ave Parking

Director Spencer, thank you for meeting me on 14 October 2021. I feel it was important to meet in person, since we both live in the Lakeside neighborhood, and I intend to be actively engaged in building strong relationships with community leaders, local and governmental organizations, so thanks for taking the time to do that. Additionally, thank you and Public Works Commission Members for allowing me to address our community issue at the DPW meeting on the 20th. After attending the meeting, it’s obvious that your Department is operating on all cylinders, with significant projects on multiple fronts throughout the city. I recognize the complexity of the work you, and your people do to improve the public services essential to the welfare and quality of life of the citizens of Burlington. I also applaud your willingness to explore options for a solution to the chaotic parking and unsafe traffic situation that occurs daily on Lakeside Ave, across from the Hula campus, and around the corner from the St. Johns Club.

Prior to the DPW Commission meeting, I had also reached out to Hula, on behalf of my neighbors requesting an audience with their Community Outreach Coordinator. In the spirit of transparency, we wanted to address our concerns with the leadership of Hula, for ideas on possible solutions, and identify that we are in communication with the policy makers, DPW. For the most part, the vehicles associated with the Hula community are the biggest contributing factors to the ongoing parking and safety problems on the street. As mentioned, the vehicular parking in front of our homes makes it really hard to see the moving traffic coming up or down our road, so backing out of our driveways, into the street is awful. The other concerns are the disturbances and interference to our residences that starts at about 0730, and are present most of the day. It’s like a shell game of vehicles, in and out all day,
blocking our driveways, incessant use of our driveways for turn arounds, and the congestion present when larger delivery, and service vehicles have to navigate both parked and moving vehicles. It has become a battleground between “us” and “them”, with Parking Enforcement contacted regularly, tickets issued, and vehicles towed away. It is absolutely a lose-lose situation, and nobody wants that.

Subsequently, I spoke with Mr. John Caulo, Project Manager of Hula, who also lives in the Lakeside neighborhood. He acknowledged that the parking out front was chaotic, and that “they needed to do a better job of informing their tenants and guest about impacting the residential homes on Lakeside”. John also acknowledged that “Hula has plenty of designated parking, and doesn’t need those 6-7 spots out in front of the homes on Lakeside, but people are going to do whatever is easiest on them at the time, unless it’s posted no parking”. I told him that my neighbors and I are “in communication with DPW, and we are working on finding the safest solution to the parking situation”. He agreed that something should be done. I’m hoping that we can work together to find the middle ground, where we can enjoy the Hula campus across the street, and still enjoy our homes on Lakeside.

On a personal note, although I have not been here long, I’m enjoying the city of Burlington, and have fallen in “Like” with my Lakeside neighborhood. This is my retirement home, having purchased it after serving 25+ years in the U.S Military. I want to “Love” my new residence, and enjoy the surroundings. I also want to be an active participant of creating solutions to local challenges, and be a good neighbor……..

In my world, right now, the challenge is reducing stress and increasing safety, on Lakeside Ave. I hope that you and the DPW Commissioners will lend an empathetic ear, and give favorable consideration to eliminating the parking in front of the residences on the south side of the street, and institute single side of the street parking on ALL of Lakeside Ave, versus just part of it. Thank You.

Respectfully Submitted,

Maureen Fry
LTC, USA (Ret)
Memo

Date: December 15, 2021

To: Public Works Commission

From: Phillip Peterson E.I., Public Works Engineer
Olivia Darisse P.E., Public Works Engineer

CC: Norm Baldwin P.E., City Engineer
Laura Wheelock P.E., Senior Public Works Engineer

Subject: Locust Street Parking Adjustments for Shelburne Roundabout

Recommendations to the DPW Commission:
Approve
7 No-parking area.
No person shall park any vehicle at any time in the following locations:
• Locust Street beginning at Shelburne Street and extending west 150 feet.

Remove
8 No parking 7:30 a.m. to 4:30 p.m. weekdays.
No person shall park any vehicle between the hours of 7:30 a.m. and 4:30 p.m., Mondays through Fridays inclusive, in any of the following locations:
• On the north side of Locust Street from Shelburne Street to Caroline Street.

Purpose & Need:
The purpose of these recommended traffic regulation amendments is to be in compliance with federal, state, and local guidelines. The parking prohibition adjacent to the new roundabout will help maintain access for emergency vehicles and winter maintenance operations. Additionally, this need will improve sight lines between pedestrians and motorists, which will increase safety for all road users adjacent to the roundabout. The reallocation of the existing No Parking zone on the north side of Locust Street from Shelburne Street to Caroline Street to unrestricted parking will provide a parking resource need for residents in the area.
Summary and Conclusion:
Due to the change in geometry from the Shelburne Roundabout project Department of Public Works (DPW) Staff have developed a parking management plan where access for emergency vehicles and winter maintenance operations need to be maintained. Consistent with this plan, DPW Staff is recommending the Public Works Commission approve a parking restriction on both sides of Locust Street beginning at the Shelburne roundabout and extending west 150 feet (see Attachment-1). The proposed parking restriction will increase parking needs in the area; consequently, DPW Staff propose the reallocation of the existing No Parking zone on the north side of Locust Street from Shelburne Street to Caroline Street to unrestricted parking. The time limited No Parking Zone was implemented in the past to help facilitate school drop off and pick up for Christ the King School, this is no longer necessary due to changes in how the school manages this operation.

Public Engagement:
In preparation for the 12/15/21 DPW Commission Meeting, Staff mailed flyers to each property along the block adjacent to the proposed parking changes, which includes property owners as well as residents. Staff did not receive any communication in regards to this matter. Additionally, DPW Staff met with leadership from Christ the King school and local residents separately (see Attachment-2). During discussions with Christ the King Staff the school asserted they want parents to utilize their parking lot, and not Locust Street for drop off and pick up. Reallocating the no-parking zone to unrestricted on-street parking will hopefully prevent parents dropping off and picking up students along Locust Street. Local residents are supportive of the reallocation of the no-parking spaces on Locust Street to unrestricted parking.

Attachments:
1. Site map.
2. Public correspondence.
Attachment 2
Public input correspondence

12.1.21 Christ the King School (CTK) Meeting
Wednesday, December 1, 2021
10:03 AM
In attendance DPW Olivia Darisse and Phillip Peterson, one Staff member from CTK.

Notes pertinent to parking regulation changes:
Due to the reconfiguration, there will be a loss of parking on Locust Street. DPW goal is to increase available parking for the neighborhood. Consequently, DPW Staff believe removal of the time limited No Parking Zone will accomplish this task. This is a good proposal for the school. The long-term strategic plan school drop off and pick-up is to keep parents off Locust; CTK want parents to utilize the schools parking lot for drop off and pick up.

12.1.21 Locust Street Neighborhood Meeting
Wednesday, December 1, 2021
6:04 PM
In attendance DPW Olivia Darisse and Phillip Peterson, three (3) residents from Locust Street.

Notes pertinent to parking regulation changes:
Due to the reconfiguration, there will be a loss of parking on Locust Street. DPW goal is to increase available parking for the neighborhood. Consequently, DPW Staff believe removal of the time limited No Parking Zone will accomplish this task. The three residents feel this is a positive solution and support Staff recommendation to remove the time limited No Parking zone on the north side of Locust Street.
Memo

Date: December 15, 2021

To: Public Works Commission

From: Phillip Peterson E.I., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin, P.E., City Engineer
Laura Wheelock P.E., Senior Public Works Engineer

Subject: University Place Street Improvements Parking Regulations

Recommendations to the Commission:
Approve

Possible DPW Commission approvals:
5 One-way streets designated.
The following streets are hereby designated as one-way streets, and all traffic and travel thereon, except pedestrians, shall pass in the directions indicated and not otherwise:

- University Place in a northerly direction, with the exception of bicycles traveling southbound in the designated contra-flow lane.

7 No parking areas.
No person shall park any vehicle at any time in the following locations:

- On the east side of University Place with the exception of the vehicle loading zone in front of Ira Allen Chapel and the food truck parking in front of the Royal Tyler Theatre.

12-1 No parking except vehicles loading or unloading.
No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

- On the east side of University Place in front of Ira Allen Chapel.

(New Regulation) No parking except for the use of food truck vending.
Spaces designated as no parking at all times except for the use of food truck vendor vehicles only:

- On the east side of University Place in front of the Royal Tyler Theatre.

Valid food truck vendors shall utilize the existing process through the Clerk Treasurers office to obtain food truck parking permit.
Purpose & Need:
These traffic regulation amendments are necessary to facilitate parking and traffic along University Place, see Attachment-1.

Project Checklist:

<table>
<thead>
<tr>
<th></th>
<th>N/A</th>
<th>Yes</th>
<th>No</th>
<th>Reference</th>
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<tbody>
<tr>
<td>Aligns with MUTCD standards and/or established City Policy?</td>
<td></td>
<td>X</td>
<td></td>
<td>Vermont Agency of Transportation “Guidelines for Pedestrian Crossing Treatments”</td>
</tr>
<tr>
<td>Aligns with City plans?</td>
<td></td>
<td>X</td>
<td></td>
<td>PlanBTV Walk Bike</td>
</tr>
<tr>
<td>Followed Public Engagement Plan?</td>
<td></td>
<td>X</td>
<td></td>
<td>These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).</td>
</tr>
</tbody>
</table>

Background:
The Department of Public Works (DPW) in partnership with the University of Vermont and State Agricultural College (UVM), is working with consultants on finalizing engineering and construction documents for the project area that includes University Place, a City of Burlington accessible public street, and the associated right of way. The Campus Master Plan reads, “University Place is pre-eminent amongst the priority projects for the historic and iconic nature of the buildings involved, its visual prominence, and location at the heart of the campus.” University Place is also identified in UVM’s Active Transportation Plan UVMoves as a signature project recommendation, specifically stating “University Place Conversion into a multi-modal street.” Both UVM and the City are interested in improving safety on the street for pedestrians, bicyclists, and other active transportation users.

The University Place Street Improvements project is broken into three (3) phases; currently we are in Phase Two. The phase has developed design, engineering and construction documents for University Place. This phase of work has followed Phase One and has taken the TEUC (approved on 11/24/20) and City Council (approved on 12/7/20) “Enhanced Design” concept and is moving it through design drawings for bidding in early 2022. The engineering and construction documents are in accordance with standards adopted by the City of Burlington as well as planning documents adopted by both UVM and the City of Burlington. Recently, the TEUC approved the engineering and construction documents at their 11/23/21 meeting; which will allow the design team to proceed with approvals from the Board of Finance and City Council to proceed with construction activities.

Public Input:
During Phase One the University Place design team presented the University Place concepts to the TEUC, DPW Commission, local NPA, and held a standalone meeting. During these meetings input was taken from local Burlington businesses, residents, and the broader UVM community. Additionally, the University Place design team collected feedback through an online survey for both concepts. The general consensus from all of these stakeholders, is they would like the City and UVM to advance the enhanced concept as the preferred alternative; which is what the design and construction documents are based on.
In preparation for the 12/15/21 DPW Commission Meeting, Staff shared flyers to local residents and businesses adjacent to the University Place project. Additionally, the flyer was shared with the following stakeholders:

1. Local City Council members.
3. Students and staff from the UVM community.
4. The TEUC.
5. Local NPA leadership.
6. UVM Medical Center Staff.
7. Front Porch Forum.

**Next Steps:**

1. Seek approval for Amendment-5 from Board of Finance and City Council, early January 2022; which will increase the University Place Project allowable spending for the City and UVM.
3. Seek approval by the UVM Board for the Design and Construction Documents.
4. Phase Three – Construction: The third phase will be for construction of the proposed improvements. The current schedule has this work occurring in 2022.

**Attachments:**

1. Parking site plan.
2. University Place Presentation.
- No parking on the east side of University Place with the exception of the vehicle loading zone in front of Ira Allen Chapel and the food truck parking in front of the Royal Tyler Theatre.
Traffic Regulations

- No parking on the east side of University Place with the exception of the vehicle loading zone in front of Ira Allen Chapel and the food truck parking in front of the Royal Tyler Theatre.
Preferred Alternative
Traffic Regulation Changes

1. One-way designation
2. No parking areas
3. Vehicle loading
4. Food truck vending spaces
University Place Timeline

1. TEUC, 11.23.21; TEUC sponsorship for the University Place Design Plans, sponsorship of current estimate and change in line and grade.

2. DPW Commission approval of Design Plan traffic regulation changes at the 12.15.21 meeting.

3. Board of Finance and City Council; approval Design Plans and change in line and grade, January 2022.

4. UVM boards and/or committees TBD.
Questions?

Contact:
Phillip Peterson E.I., Public Works Engineer
Desk: 802.598.8356
Email: ppeterson@burlingtonvt.gov
Memo

Date: December 15, 2021
To: Public Works Commission
From: Elizabeth Ross, Planner
Subject: North Champlain St Protected Bike Lane – Regulatory Changes

Recommendations:

Staff recommend the DPW Commission amend Appendix C as follows:

- Section 3 Stop Sign Locations.
  Stop signs are authorized at the following locations:
  o (320) At the intersection of North Champlain Street and Pearl Street, causing southbound bicycle traffic on North Champlain Street to stop.

- Section 7 No Parking Areas.
  No person shall park any vehicle at any time in the following locations:
  (161) On the west side of North Champlain Street between Pearl Street and Monroe Street.
  (238) On the east side of North Champlain Street between Sherman Street and Peru Street.

- Section 9 Fifteen Minute Parking.
  (a) No person shall park a vehicle longer than fifteen (15) minutes, between the hours of 8:00 am and 10:00 pm, Sundays and holidays excepted, in the following areas:
    (56) In the parking space in front of 31 North Champlain Street.
    (78) In the parking space northerly to Monroe Street on the east side of North Champlain Street.
    (82) On the east side of North Champlain Street in the single space beginning 300 feet north of Peru Street.
In the parking space southerly to Peru Street on the west side of North Champlain Street.

(b) No person shall park a vehicle, at any time, longer than fifteen (15) minutes at the following locations:

(2) In the space in front of 44 North Champlain Street.
(29) On the east side of North Champlain Street in the first two (2) spaces north of Peru Street between the hours of 8:00 am and 8:00 pm.

(c) No person shall park a vehicle longer than fifteen (15) minutes, between the hours of 8:00 am and 6:00 pm, Sundays and holidays excepted, in the following areas:

(1) On the north side of North Street starting forty (40) feet west of North Champlain Street extending twenty (20) feet.
(2) On the north side of North Street starting sixty (60) feet west of North Champlain Street extending twenty (20) feet.
(11) On the east side of North Champlain Street in the first two (2) spaces north of Peru Street.

- Section 21-1 No Parking Except Vehicles Loading and Unloading.

No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

(53) On the north side of North Street starting forty (40) feet west of North Champlain Street extending forty (40) feet, between the hours of 8:00 am and 6:00 pm, Sundays and holidays excepted.
(54) On the east side of North Champlain Street starting in the parking space immediately south of the driveway to 100 North Champlain Street extending fifty (50) feet south, between the hours of 8:00 am and 5:00 pm, Monday through Friday, holidays excepted.

- Section 23 Designation of Fire Lanes.

The following locations are hereby designated as fire lanes in which vehicles are prohibited from parking or obstructing:

(8) On the east side of North Champlain Street beginning at the intersection of Pearl Street extending northerly for 100 feet.

**Purpose & Need:**

The purpose of this request is to ensure traffic regulations support the construction of a 2-way protected bike lane on N Champlain St. The need for these regulations is to provide adequate vehicle loading zones for truck deliveries and customers, fine-tune the hours and designation of certain spaces to better accommodate more users, and repeal unnecessary regulations.
Project Checklist:

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<tr>
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<td>Manual on Uniform Traffic Control Devices (MUTCD)</td>
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<tr>
<td>established City Policy?</td>
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<td></td>
</tr>
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<td>Public Engagement Plan (PEP).</td>
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</table>

Background:

In 2017, planBTV Walk Bike recommended North Champlain Street as a top-priority for a protected bike lane after the community identified North Champlain St as priority routes for safer walking and biking. The existing 5’ bike lane adjacent to two lanes of traffic only accommodates people who are comfortable bicycling next to vehicles.

In 2018, the city hired VHB to develop a concept plan and facilitate public engagement to vet the concept. Various options were considered for what type of protected bike lane to pursue. That work culminated in a 2-way protected bike lane demonstration as a pop-up event during Open Streets 2018. In 2020, the city hired VHB to complete construction drawings, prepare final traffic analysis, and facilitate more public engagement. In March 2021, a public meeting and online survey was launched to update the neighborhood and review design alternatives. The 2-way protected bike lane was ultimately chosen with unanimous support. Outreach to finalize the 2-way protected bike lane design included direct mailings to residents, businesses, and property owners; social media posts; and Front Porch Forum posts.

Over the past several months, DPW staff worked with CEDO staff and neighborhood leaders to identify parking changes that will continue to support adjacent businesses after bikeway construction. After several conversations with business owners, the proposed regulatory changes are based on their requests for loading access during their business hours and the size of their typical delivery vehicles. The Vermont Paint Company, near 100 North Champlain Street, is strongly opposed to the protected bike lane project due to the need for the delivery drivers to now cross North Champlain Street rather than double-park on the eastern curb line as they do now. Mailings were sent to addresses near the proposed parking changes. Public feedback received before the Commission meeting will be shared as it becomes available, and people are encouraged to attend the meeting to speak during public forum as well.
Summary and Conclusion:

The proposed traffic regulations will:

1. **Repeal** redundant parking regulations or non-existent signs. These include:
   - No parking anytime on the west side of North Champlain Street between Pearl Street and Monroe Street (7-161); this is controlled under 7-222.
   - No parking anytime on the east side of North Champlain Street between Sherman Street and Peru Street (7-238); this parking will be available after this section of the 2-way protected bike lane is moved from the east side to the west side of North Champlain Street.
   - 15-minute parking between 8 am and 10 pm,
     - Where signs do not exist, signs have not been available for many years, and land uses have likely changed since regulations were passed for:
       - The parking space in front of 31 North Champlain Street.
       - The parking space northerly to Monroe Street on the east side of North Champlain Street.
       - On the east side of North Champlain Street in the single space beginning 300 feet north of Peru Street.
       - Where parking is already restricted by Section 7-222, No parking:
         - In the parking space southerly to Peru Street on the west side of North Champlain Street.
   - 15-minute parking at any time, where signs do not exist, signs have not been available for many years, and land uses have likely changed since regulations were passed for:
     - The space in front of 44 North Champlain Street.

2. Allow traffic regulations for a STOP sign for southbound bicycle traffic as it approaches Pearl Street; Monroe Street stop sign regulations are already in effect.

3. Create vehicle loading zones during business hours.
   - On North Street, this loading zone replaces 15-minute parking and supports Nunyuns and Thai Phat.
   - Near 100 North Champlain Street, this loading zone supports Vermont Paint.

4. 15-minute parking north of Peru Street is adjusted to match existing business hours.

5. A Fire Lane is designated at 10 North Champlain Street, which receives an average of 5 BFD calls per month. The block of North Champlain Street between Pearl Street and Monroe Street is designated as Resident Parking and parking utilization is much lower than the northern blocks. As a result, a designated Fire Lane should provide adequate emergency services to 10 North Champlain Street without excessive parking impacts to adjacent residents.
6. Allow one-way except bicycles through existing regulations for North Champlain Street where contra-flow lanes are designated (Section 5-3).

The planned protected bike lane will transform North Champlain Street into a one-lane street with a protected bike lane in place of the western travel lane and the existing 5’ western bike lane. This protected bike lane will extend the full length of North Champlain Street, providing a dedicated, separate space for people of all ages, all abilities, and all backgrounds to travel by bike to work, to school, to shops, and their homes. This will provide safer access and more transportation options for neighbors and people visiting the Sustainability Academy, the Integrated Arts Academy (just 3 blocks east), North St neighborhood businesses, and connecting to east/west bikeways along Pearl Street, the Old North End Neighborhood Greenway, and planned bike lanes on Manhattan Drive. The proposed traffic regulations will support neighbors and businesses as the roadway narrows from two vehicle lanes to one.

**Public Engagement:**

In preparation for the 12/15/21 DPW Commission Meeting, staff mailed letters to the residents and businesses adjacent to the North Champlain St project area, as well as to property owners adjacent to the area of the proposed Fire Lane. Staff also notified area-Councilors regarding the parking changes.

**Attachments:**

1. Mailings
2. N Champlain St Preliminary Plans
Dear North Champlain St Residents,

The Department of Public Works (DPW) is working on making biking safer and more accessible on North Champlain St by installing a two-way protected bike lane in 2022. To support the Burlington Fire Department and public safety through this change, DPW is proposing to remove 5 parking spaces at the southern end of N Champlain St, just north of Pearl St (see map on back). These spaces would be replaced by a designated fire lane, a dedicated area for fire and emergency response vehicles to park. This section of N Champlain St gets a high level of emergency calls and this change would allow emergency vehicles to park without blocking traffic or the bike lane.

DPW is asking for your feedback regarding the possibility of this change. Please respond via email or phone by December 15, 2021 so that your feedback may be considered during our evaluation.

This change will be considered by the Public Works Commission at their December 15, 2021 meeting. You may submit feedback ahead of the meeting or share feedback at the meeting. All meeting information, including time, location, and how to join virtually, will be posted here in the coming days: 

Thank you!

Elizabeth Ross
Cell: 802-391-6808
Email: eross@burlingtonvt.gov

11/9/21
Parking spaces to be removed
Dear North Champlain St Residents and Business Owners,

The Department of Public Works (DPW) is working on making biking safer and more accessible on North Champlain St by adding a two-way protected bike lane in 2022. In an effort to support neighborhood businesses through this change, DPW is proposing changes to parking spaces on North Champlain St, opposite the Vermont Paint store, directly in front of 98 & 100 North Champlain St (see map on back). This 50’ stretch of undesignated parking would be replaced by VEHICLE LOADING for local businesses on weekdays from 8am to 5pm. This will provide trucks with designated spaces to park when making deliveries, rather than parking in the vehicle lane or bike lane. When the loading zone hours are not in effect, the parking spaces would be available to residents.

DPW is asking for your feedback regarding the possibility of this change. Please respond via email or phone by December 15, 2021 so that your feedback may be considered during our evaluation.

This change will be considered by the Public Works Commission at their December 15, 2021 meeting. You may submit feedback ahead of the meeting or share feedback at the meeting. All meeting information, including time, location, and how to join virtually, will be posted here in the coming days: https://www.burlingtonvt.gov/DPW/Commission/Agendas.

Thank you!
Elizabeth Ross
Cell: 802-391-6808
Email: eross@burlingtonvt.gov
11/9/21
Parking spaces to be removed
Dear North Champlain St and North St Residents and Business Owners,

The Department of Public Works (DPW) is working on making biking safer and more accessible on North Champlain St by adding a two-way protected bike lane in 2022. In an effort to support neighborhood businesses through this change, DPW is proposing changes to parking spaces on North Street immediately west of North Champlain St (see map on back). The 15-minute parking 8am to 6pm in front of Thai Phat would be replaced by VEHICLE LOADING for local businesses from 8am to 6pm. This will provide trucks with designated spaces to park when making deliveries, rather than parking in the vehicle lane or bike lane. When the loading zone hours are not in effect, the parking spaces would be available to residents.

DPW is asking for your feedback regarding the possibility of this change. Please respond via email or phone by December 15, 2021 so that your feedback may be considered during our evaluation.

This change will be considered by the Public Works Commission at their December 15, 2021 meeting. You may submit feedback ahead of the meeting or share feedback at the meeting. All meeting information, including time, location, and how to join virtually, will be posted here in the coming days: https://www.burlingtonvt.gov/DPW/Commission/Agendas.

Thank you!
Elizabeth Ross
Cell: 802-391-6808
Email: eross@burlingtonvt.gov

11/9/21
Parking spaces to be removed
Dear North Champlain St / Pearl St Property Owners,

The Department of Public Works (DPW) is working on making biking safer and more accessible on North Champlain St by installing a two-way protected bike lane in 2022. To support the Burlington Fire Department and public safety through this change, DPW is proposing to remove 5 parking spaces at the southern end of N Champlain St, just north of Pearl St (see map on back). These spaces would be replaced by a designated fire lane, a dedicated area for fire and emergency response vehicles to park. This section of N Champlain St gets a high level of emergency calls and this change would allow emergency vehicles to park without blocking traffic or the bike lane.

DPW is asking for your feedback regarding the possibility of this change. Please respond via email or phone by December 15, 2021 so that your feedback may be considered during our evaluation.

This change will be considered by the Public Works Commission at their December 15, 2021 meeting. You may submit feedback ahead of the meeting or share feedback at the meeting. All meeting information, including time, location, and how to join virtually, will be posted here in the coming days: https://www.burlingtonvt.gov/DPW/Commission/Agendas.

Thank you!

Elizabeth Ross
Cell: 802-391-6808
Email: eross@burlingtonvt.gov

11/9/21
Parking spaces to be removed
COUNTY OF CHITTENDEN
PROPOSED IMPROVEMENTS
NORTH CHAMPLAIN STREET AND MANHATTAN DRIVE

PROJECT LOCATION: THE PROJECT INVOLVES WORK ON MANHATTAN DRIVE BETWEEN WASHINGTON STREET AND SPRING STREET AND ON NORTH CHAMPLAIN STREET BETWEEN MANHATTAN DRIVE AND PEARS STREET.

PROJECT DESCRIPTION: WORK TO BE PERFORMED UNDER THIS PROJECT INCLUDES THE CONSTRUCTION OF A TWO WAY CYCLE TRACK ON THE WEST SIDE OF NORTH CHAMPLAIN STREET, SHARED USE AND BICYCLE LANE PAINT MARKINGS ON MANHATTAN DRIVE, SIGNAL IMPROVEMENTS, PAINT MARKINGS, AND OTHER INCIDENTAL ITEMS.

SCALE IN FEET

PRELIMINARY PLANS
JULY 2021
GENERAL NOTES

1. All materials and construction shall conform to the state of Vermont agency of transportation’s standard specifications for construction, dated 2018, and its latest revisions, and such specifications and special provisions as are incorporated in the final contract documents.

2. Per ADA guidelines, sidewalk cross slopes shall not exceed 2%.

3. Any waste material shall be removed and hauled to a facility previously approved by the VT DEC.

CONSTRUCTION NOTES

1. Saw cutting of pavement and sidewalk shall be incidental to related item and no separate payment will be made.

2. Removal of existing concrete sidewalk will be paid as item 203.16, "Solid Rock Excavation".

3. In the event that suspected contaminated soil, groundwater, other media are encountered during excavation and construction activities based on visual, olfactory, or other evidence, the contractor shall stop work in the vicinity of the suspected material to avoid further spreading of the material, and shall notify the resident engineer immediately so that the appropriate testing and subsequent action can be taken.

4. Contractor shall control stormwater runoff during construction as per the Vermont Agency of Transportation’s standard specifications for construction, dated 2018, and the latest revision, and its latest editions and supplemental resources cited herein.

5. Contractor shall verify and determine the exact locations, sizes, and elevations of the utilities shown on the plans. Prior to ordering materials and beginning construction, the contractor shall verify and determine the exact locations, sizes, and elevations of the points of connections to existing utilities, and shall confirm that there are no interferences with existing utilities and the proposed utility routes, including utilities within the public rights of way.

6. Where an existing utility is found to conflict with the proposed work, or existing condition differs from those shown such that the proposed work cannot be completed, the contractor shall notify the resident engineer immediately. The contractor shall provide the resident engineer with the details of the conflict, including the proposed utility route and the information furnished in writing to the resident engineer for the resolution of the conflict. Slight adjustments to proposed infrastructure is allowed to ensure that future maintenance of utilities is not impeded.

7. Contractor is responsible for developing a traffic control plan and maintaining vehicular and pedestrian traffic in accordance with the traffic control notes, Section 641.11 - Traffic Control, all inclusive in the Vermont agency of transportation’s standard specifications for construction book, dated 2018, the VTrans work zone safety and mobility guidance document, and the latest version of the MUTCD.

8. All proposed signs and pavement markings shown in these plans shall be compliant with the manual on uniform traffic control devices (MUTCD), 2009 edition and supplemental resources cited within.

9. Contractor shall maintain full access to all driveways to the extent possible. If full access cannot be maintained, contractor shall notify the resident engineer and property owner at least 10 hours in advance of the temporary closure. Closure times shall be minimized to the greatest extent possible.

UTILITY NOTES

1. All locations, sizes, and types of existing utilities are shown as an approximate representation only. The owner or design engineer have not independently verified all existing utilities. The contractor shall be responsible for determining the actual existence, serviceability, and other data concerning the utilities. The contractor shall be responsible for maintaining all existing utilities to prevent interference with proposed work. The actual location, elevation, size, and condition of existing utilities are shown as an approximate representation only. The owner or design engineer have not independently verified all existing utilities. The contractor shall be responsible for determining the actual existence, serviceability, and other data concerning the utilities. The contractor shall be responsible for maintaining all existing utilities to prevent interference with proposed work.

2. Contractor is responsible for identifying and adjusting all curb stops, water valves, manholes, and drainage structures within the project limits to final grade elevation.

3. Contractor shall verify the location of all buried and aerial utilities and poles prior to starting work. The contractor shall coordinate with all utility owners to confirm actual locations prior to construction.

4. The contractor shall verify the location of all buried and aerial utilities and poles prior to starting work. The contractor shall coordinate with all utility owners to confirm actual locations prior to construction.

5. Act no. 86 of 1987 (30 VSA chapter 861 – Dig Safe) requires that notice be given prior to making any excavation. The contractor shall call Dig-Safe at 1-888-344-7233 at least 48 hours before, and not more than 30 days before, beginning any excavation at any location. Failure of the utility of Burlington will not be notified by Dig Safe and must be contacted separately.
NOTES:

1. Curb barrier fabrication and installation shall be performed in accordance with the requirements of the Standard Specifications for Construction. Wherever required, curb barriers shall be fabricated from precast concrete or equivalent material.

2. Rebar shall be Level 1, epoxy-coated, and meet the requirements of Type IVS or Type VFRS. All reinforcing steel shall be specified in accordance with the Standard Specifications for Construction. Special provisions for precast concrete curb barriers shall be specified.

3. Linear delineation reflectors shall be incidental to item 900.620 "SPECIAL PROVISION (GREEN COLORED PAVEMENT MARKINGS)."
NOT TO SCALE

SECTION A-A

NOT TO SCALE

SECTION B-B

NOT TO SCALE

HOLES FOR BASE MOUNT

POST IS RETAINED TO BASE WITH 2 PINS

REVIEWED WITH TYPICAL REFLECTIVE TAPE APPLIED

28" FLEXIBLE CHANNELIZER POST DETAIL
NOT TO SCALE

NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER’S SPECIFICATIONS.
2. DIMENSIONS, MATERIALS, AND ATTACHMENTS MAY VARY BETWEEN MANUFACTURERS.
3. COLOR OF POST SHALL MATCH COLOR OF APPLICABLE EDGE LINE.
4. FLEXIBLE CHANNELIZER POST SHALL BE INSTALLED IN EACH PRECAST BLOCK CAP.

2.98"
2.75"
2.375"
2.0"
1.75"
1.5"
1.0"
0.75"
0.5"
0.375"
0.1.25"
0.1" R=0.5
0.1" R=1.5
0.1" R=3
0.1.25"
0.1" R=0.5
0.1" R=1.5
0.1" R=3

CURB DETAIL
NOT TO SCALE

CAST-IN-PLACE CONCRETE CURB, TYPE B (7" REVEAL)
4" TOPSOIL AND SEED
EXISTING GROUND

16" SUPERPAVE BCP, TYPE IV
18" SUBBASE OF CRUSHED GRAVEL, FINE GRADED

1"-0"
24"

1'-0"
24"

R-9 CUSTOM SIGN DETAIL

R-9 CUSTOM-1 SIGN DETAIL

TWO-WAY BIKE TRAFFIC AHEAD

W-1 CUSTOM SIGN DETAIL

R-3 CUSTOM SIGN DETAIL

DETAILS (SHEET 2 OF 2)
NOT TO SCALE

SECTION A-A

SECTION B-B

RAMP MUST USE LEFT TURN YIELD TO PEDS

B
B
A
A

TRAFFIC AHEAD
TWO-WAY BIKE

12"
24"

12"
24"

2.375"
1.75"
1.0"
0.75"
0.375"

REFLECTIVE POST (TYP.)
CHANNELIZER BASE

R-3 CUSTOM SIGN DETAIL

R-9 CUSTOM SIGN DETAIL

W-1 CUSTOM SIGN DETAIL

8" 30"

6.625" 3.5"

4.75"
2" 6"

0.75"
0.375"
0.375"
0.375"

4.5"
2.42"
1.17"
2.42"
1.17"
2.42"

MUST USE LEFT TURN YIELD TO PEDS

28" FLEXIBLE CHANNELIZER POST DETAIL
NOT TO SCALE

NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER’S SPECIFICATIONS.
2. DIMENSIONS, MATERIALS, AND ATTACHMENTS MAY VARY BETWEEN MANUFACTURERS.
3. COLOR OF POST SHALL MATCH COLOR OF APPLICABLE EDGE LINE.
4. FLEXIBLE CHANNELIZER POST SHALL BE INSTALLED IN EACH PRECAST BLOCK CAP.

2.98"
2.75"
2.375"
2.0"
1.75"
1.5"
1.0"
0.75"
0.5"
0.375"
0.1.25"
0.1" R=0.5
0.1" R=1.5
0.1" R=3
0.1.25"
0.1" R=0.5
0.1" R=1.5
0.1" R=3

CURB DETAIL
NOT TO SCALE

CAST-IN-PLACE CONCRETE CURB, TYPE B (7" REVEAL)
4" TOPSOIL AND SEED
EXISTING GROUND

16" SUPERPAVE BCP, TYPE IV
18" SUBBASE OF CRUSHED GRAVEL, FINE GRADED

1"-0"
24"

12"
24"

2.375"
1.75"
1.0"
0.75"
0.375"

REFLECTIVE POST (TYP.)
CHANNELIZER BASE

R-3 CUSTOM SIGN DETAIL

R-9 CUSTOM SIGN DETAIL

W-1 CUSTOM SIGN DETAIL

8" 30"

6.625" 3.5"

4.75"
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0.75"
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4.5"
2.42"
1.17"
2.42"
1.17"
2.42"
### Alignment Data Sheet

**Horizontal Alignment Name:** NORTH CHAMPLAIN

<table>
<thead>
<tr>
<th>Station</th>
<th>Northing</th>
<th>Easting</th>
<th>Tangent Direction</th>
<th>Tangent Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>200+00</td>
<td>723623.6887</td>
<td>1493136.9366</td>
<td>N 2°34'25.21&quot; W</td>
<td>859.56</td>
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<tr>
<td>200+00</td>
<td>723306.9749</td>
<td>1453142.5085</td>
<td>N 2°16'04.43&quot; W</td>
<td>30.11</td>
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<tr>
<td>200+00</td>
<td>723276.8907</td>
<td>1453143.6999</td>
<td>N 2°30'28.21&quot; W</td>
<td>217.99</td>
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<td>200+00</td>
<td>723059.1051</td>
<td>1453153.2385</td>
<td>N 1°37'03.01&quot; W</td>
<td>74.03</td>
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<tr>
<td>200+00</td>
<td>722985.1066</td>
<td>1453155.3280</td>
<td>N 2°20'46.60&quot; W</td>
<td>332.71</td>
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</tbody>
</table>

**PI (39) Station: 215+14.39, 724165.6635, 1453103.9111**

**PI (38) Station: 206+54.84, 723306.9749, 1453142.5085**

**PI (37) Station: 206+24.73, 723276.8907, 1453143.6999**

**PI (36) Station: 204+06.73, 723059.1051, 1453143.6999**

**PI (35) Station: 203+32.71, 722985.1066, 1453155.3280**

**POB (34) Station: 200+00, 722652.6802, 1453168.9486**
<table>
<thead>
<tr>
<th>STATION</th>
<th>NORTHING</th>
<th>EASTING</th>
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</thead>
<tbody>
<tr>
<td>213+00</td>
<td>724165.6635</td>
<td>1453103.9111</td>
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<tr>
<td>214+00</td>
<td>724223.3458</td>
<td>1453101.8420</td>
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<tr>
<td>215+00</td>
<td>724276.5692</td>
<td>1453099.5084</td>
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</tbody>
</table>

**HORIZONTAL ALIGNMENT NAME:** NORTH CHAMPLAIN

**ELEMENT:** LINEAR

**TANGENT LENGTH:** 1054.29

**TANGENT DIRECTION:** N 2°34'25.21" W

**PI:** 41

**TANGENT LENGTH:** 57.72

**TANGENT DIRECTION:** N 2°03'15.62" W

**PI:** 40

**PI:** 39
For Coating Zone:
Remarking two existing 15 minute, 8am-6pm parking spaces.
LETERS OR SYMBOLS: WATERBORNE PAINT
STA 19+39 - 21+75, RT (BIKE LANE) (2)
STA 16+75 - 19+11, LT/RT (DYCL)
STA 19+00 - 19+50, RT (BIKE LANE EXTENSION, DASHED) (2)
STA 19+54 - 21+75, RT (BIKE LANE) (2)
STA 16+75 - 18+97, RT (BIKE LANE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV) STA 19+54 - 21+75, RT (BIKE LANE EXTENSION, DASHED)

SCALE
0 20 40
SCALE IN FEET

2 INCH WHITE LINE, WATERBORNE PAINT
STA 19+39 - 21+75, RT (WHITE LINE EXTENSION, DASHED) (2)

2 INCH YELLOW LINE, WATERBORNE PAINT
STA 19+48 - 21+75, LT (CYCLE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

LETERS OR SYMBOLS: WATERBORNE PAINT
STA 19+48 - 21+75, RT (BIKE LANE) (2)

4 INCH WHITE LINE, WATERBORNE PAINT
STA 19+39 - 21+75, RT (WHITE LINE EXTENSION, DASHED) (2)

4 INCH YELLOW LINE, WATERBORNE PAINT
STA 19+48 - 21+75, LT (CYCLE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

LETTERS OR SYMBOLS: WATERBORNE PAINT
STA 19+48 - 21+75, RT (BIKE LANE) (2)

SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (BIKE LANE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

4 INCH YELLOW LINE, WATERBORNE PAINT
STA 19+48 - 21+75, LT (CYCLE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

LETERS OR SYMBOLS: WATERBORNE PAINT
STA 19+48 - 21+75, RT (BIKE LANE) (2)

4 INCH WHITE LINE, WATERBORNE PAINT
STA 19+39 - 21+75, RT (WHITE LINE EXTENSION, DASHED) (2)

4 INCH YELLOW LINE, WATERBORNE PAINT
STA 19+48 - 21+75, LT (CYCLE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
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STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

LETERS OR SYMBOLS: WATERBORNE PAINT
STA 19+48 - 21+75, RT (BIKE LANE) (2)

4 INCH WHITE LINE, WATERBORNE PAINT
STA 19+39 - 21+75, RT (WHITE LINE EXTENSION, DASHED) (2)

4 INCH YELLOW LINE, WATERBORNE PAINT
STA 19+48 - 21+75, LT (CYCLE)

6 INCH WHITE LINE, WATERBORNE PAINT
STA 19+11 - 21+75, RT (WHITE LINE)
STA 19+48 - 21+75, RT (WHITE LINE)
SPECIAL PROVISION (SPECIAL OVERTAKE PAYMENT WITH HOV)
STA 19+48 - 21+75, RT (WHITE LINE EXTENSION, DASHED)

LETTERS OR SYMBOLS: WATERBORNE PAINT
STA 19+48 - 21+75, RT (BIKE LANE) (2)
Wired Conduit (PVC) Schedule

<table>
<thead>
<tr>
<th>Conduit</th>
<th>Wired 2” PVC Schedule</th>
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<tr>
<td>819.23</td>
<td>819.23</td>
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List of Major Equipment

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Equipment</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>LED Lenses W/ Rear Plaques</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12' LED Lenses W/ 5' Plaques</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6' Camera</td>
<td></td>
</tr>
<tr>
<td></td>
<td>8' Camera</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4' Camera</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12' Camera</td>
<td></td>
</tr>
</tbody>
</table>

Legend

- Existing Signal Head
- Existing Signal Head Relocated
- Detector Zone

NOTES

1. Traffic Items Listed are approximate locations and may be modified at the discretion of the Engineer in the Field.

List of Major Equipment

<table>
<thead>
<tr>
<th>Item</th>
<th>Equipment</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>816</td>
<td>12' LED Lenses W/ Rear Plaques</td>
<td></td>
</tr>
<tr>
<td>817</td>
<td>6' Camera</td>
<td></td>
</tr>
<tr>
<td>818</td>
<td>8' Camera</td>
<td></td>
</tr>
<tr>
<td>819</td>
<td>4' Camera</td>
<td></td>
</tr>
<tr>
<td>820</td>
<td>12' Camera</td>
<td></td>
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</tbody>
</table>

Controller Timing Chart

<table>
<thead>
<tr>
<th>Phase</th>
<th>08:00 AM</th>
<th>10:00 AM</th>
<th>12:00 AM</th>
<th>02:00 PM</th>
<th>04:00 PM</th>
<th>06:00 PM</th>
<th>08:00 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3 - PM</td>
<td>3 - PM</td>
<td>3 - PM</td>
<td>3 - AM</td>
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<td>3 - AM</td>
<td>3 - AM</td>
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</tr>
</tbody>
</table>

Traffic Signal Phasing Diagram

PHASE 1

PHASE 2

PHASE 3

PHASE 4

PHASE 5

PHASE 6

TIME OF DAY PROGRAM

<table>
<thead>
<tr>
<th>Program</th>
<th>08:00 PM</th>
<th>10:00 PM</th>
<th>12:00 PM</th>
<th>02:00 AM</th>
<th>04:00 AM</th>
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</thead>
<tbody>
<tr>
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<td>3 - PM</td>
<td>3 - AM</td>
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<td>3 - AM</td>
<td>3 - AM</td>
<td>3 - AM</td>
<td>3 - AM</td>
<td>3 - AM</td>
</tr>
</tbody>
</table>

Traffic Signal Sheet

DESIGNED BY: A. DAVIS
DRAWN BY: A. DAILY
CHECKED BY: S. BROWN
PLotted DATE: 7/23/2021
To: DPW Commissioners  
Fr: Chapin Spencer, Director  
Re: DPW Director's Report  
Date: December 15, 2021

Recruitment and Retention Strategies  
The City Council, at their November 15, 2021 City Council meeting, approved DPW’s proposed recruitment and retention strategies:

1. Reclassify the Recycling Worker position from Grade 12 to Grade 14 and create of one new FTE Recycling Worker
2. Implement hiring bonuses for DPW positions through March 31, 2022
3. Pilot an expanded on-call payment provision

Thanks to these efforts, and a HR-coordinated Job Fair on December 3, we are making progress on filling the 30 open positions we had last month. Specifically, we have:

- Gone from 13 out of 33 Crossing Guard positions filled, to 16 full shifts and 4 half shifts filled as well as an additional 5 applications in process.
- Hired two part time Parking Ambassadors.
- Received several new applicants for Seasonal Street Maintenance positions and Regular Parking Services positions.

We will fill you in more at the upcoming Commission meeting.

Champlain Parkway Project  
We are expecting Federal Highway to issue the project’s Record of Decision in the next 4-8 weeks. As we are waiting for this permit to be issued, our consultant team is working to create two plan sets consistent with the Council-reviewed South End Construction Coordination Plan – and initial construction contract including work between Home Avenue and Kilburn Street and a second construction contract including the I-189 interstate connection and the northern section of Pine St (between Kilburn St and Main St). According to the South End Construction Coordination Plan, the initial construction contract would be under construction from mid-2022 through 2024 and the second construction contract from 2025 through 2027. For more info, see www.champlainparkway.com or contact Corey Mims, cmims@burlingtonvt.gov.

Additional Radar Speed Feedback Signs  
We have been receiving an increased number of requests from the public for radar speed feedback signs lately. Part of this may be due to reduced traffic enforcement by BPD, DPW’s extensive list of streets in queue seeking traffic calming, and changes in traffic behavior during the pandemic. As a result, the Parking & Traffic Division has ordered 3 additional pairs (in addition to the one pair we currently have) to give us the opportunity to deploy this technology in more places at the same time. We expect to have the new units in operation this coming February. For more info, contact Dan Hill, dhill@burlingtonvt.gov.

Thank you Dave Garen!  
After nearly 34 years with our department, Signal Engineer David Garen has decided to move on to new opportunities. His last day was December 10. We are incredibly grateful for all the skill and dedication Dave brought to this position. For most of the 34 years, he was the City’s only signal
technician so he was constantly on call to respond to knock downs, malfunctions, etc. He was truly one of those amazingly talented behind the scenes wizards who kept the City moving while never seeking attention. Thank you Dave!

**Water Resources Integrated Plan Update**
We are planning to come to the January 2022 Commission meeting with an update on our integrated planning and permitting efforts for the City's wastewater and stormwater utilities. For more info, contact Jenna Olson, jolson@burlingtonvt.gov.

**Next Steps for General Fund Capital**
As you saw, the proposed $40M bond for General Fund capital projects was not approved by voters at the December 7, 2021 special election. While 57% of voters voted yes, it required a 2/3 majority to pass. DPW leadership is working with the Administration to determine the next steps. We are of course pursuing funding opportunities from State grants, the new Federal infrastructure bill, but these sources almost always require a local match. Without additional local capital funds, our FY'23 capital budget will be significantly constrained to a limited paving and sidewalk program and to fill local match obligations for capital projects underway or in final design (Shelburne St Roundabout, Champlain Parkway, etc.). For more info, Chapin Spencer, cspencer@burlingtonvt.gov.

**Holiday Hours and Operations**
DPW will be closed on Friday December 24th in observance of the Christmas holiday as well as Friday December 31st in observance of New Year's Day. We will not be collecting recycling on 12/24 (Christmas is one of 5 days per year we do not collect), but will be collecting recycling on 12/31. If residents ever need to reach us after-hours, on weekends or on holidays, please visit https://www.burlingtonvt.gov/dpw/After-Hours for the ways to reach us. For more info, Rob Goulding, rgoulding@burlingtonvt.gov.

**Annual Tree Pick Up**
Burlington’s Annual Christmas Tree pickup is scheduled for the week of January 10th this year. Trees must be set out by 7AM on your recycling day and must be bare (no tinsel, no ornaments, etc). We’re doing it a little later this year as we heard from a lot of residents who wish to have their tree up for the full 12 days of Christmas. The trees we collect are either chipped on site by Parks or sent to McNeil for fuel. For more info, Lee Perry, lperry@burlingtonvt.gov.

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