



City of Burlington

Department of Public Works

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Memo

Date: March 2, 2017

To: Transportation, Energy, and Utilities Committee

From: Nicole Losch, PTP, Senior Planner

Cc: Ian Jakus and Kirsten Merriman-Shapiro, CEDO; Nina Safavi, BPRW; Martha Keenan, DPW

Subject: FY2018 Chittenden County Regional Planning Commission – Unified Planning Work Program Projects

Background

The Unified Planning Work Program (UPWP) is the Chittenden County Regional Planning Commission's (CCRPC) annual work program for planning activities and deliverables funded by and through the CCRPC for the upcoming year, which runs concurrently with the City's fiscal year (July 1, 2017 – June 30, 2018). The UPWP is the mechanism to implement the regional strategies outlined in the ECOS Plan (www.ecosproject.com) and also helps the City implement local plans.

The UPWP provides funding assistance for a range of project types and through funding from diverse State and Federal sources. The majority of funding is Federal and is provided by the US Department of Transportation, Federal Highway Administration, and Federal Transit Administration. As such, most funding is available for projects with a transportation nexus, including transportation planning, land use planning, and stormwater planning.

UPWP projects are conceptual in nature and funding is for planning assistance only, which excludes the cost of municipal employees, detailed design or engineering, right-of-way acquisition, construction, and capital implementation. Requests for assistance can be for projects or for technical assistance; either minor or major assistance using only CCRPC staff time.

For FY2018 the CCRPC anticipated having about \$850,000 available for project requests, with some of that funding already allocated to additional phases of current projects. Project requests generally require a 20% local cash match from a non-federal source. Regionally-significant projects usually do not require a cash match. Small transportation projects that can be completed by CCRPC staff usually do not require a cash match, but small non-transportation projects that exceed more than 12-hours of staff time are charged \$50 per hour.

To be considered for assistance, project applications must be submitted by January 20, 2017. The CCRPC's UPWP Committee then determines the allocation of local, state, and federal funds that advance their planning programs.

The UPWP development process includes input from the public, stakeholders, interest groups, and CCRPC member communities.

All applications, including local match amounts, must be presented to and approved by the local governing body. The purpose of this meeting is to inform the community about the project requests, to solicit public comments, and confirm the availability of local matching funds and staff time. In previous years, the Transportation, Energy, and Utility meetings have fulfilled this requirement for the CCRPC.

FY2018 Requested Projects and Local Match Requirements

The City’s UPWP projects are developed by the various departments engaged in community planning: Public Works; Parks, Recreation, and Waterfront; Planning and Zoning; Community and Economic Development; City Arts. In addition to the individual project requests, the City must prioritize all projects to assist the CCRPC as all requests may not be funded due to financial constraints.

For FY2018, the City requested (listed in order of priority, within each project category):

| PROJECT | | DESCRIPTION | TOTAL COST | LOCAL MATCH AMOUNT | DEPARTMENT MATCH SOURCE |
|----------------------|--------------------------------|---|------------|--------------------|---|
| FY2017 Carry Forward | Winooski River Bridge Scoping | Evaluate design and construction alternatives for improved roadway and sidewalk alignment of the Main Street Bridge across the Winooski River between Burlington and Winooski | Regional | n/a | |
| | Winooski Avenue Corridor Study | Engage the community and identify alternatives for transportation improvements to the Winooski Avenue corridor between Riverside Avenue and Howard Street | \$90,000 | \$18,000 | DPW Draft FY2018 Transportation Capital |
| | Railyard Enterprise Phase 2a | Pending the results of the Phase 2 study currently underway, there may be additional need for continued study in FY2018 | \$50,000 | \$10,000 | DPW Draft FY2018 City Capital Program |
| New Regional Project | VT Passenger Rail | Continue to work with railway stakeholders and partner agencies in preparation for passenger rail in Burlington by 2020 | Regional | n/a | DPW |

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| New Local Projects | Intervale Road Pedestrian and Bicycle Access Feasibility Study | In partnership with the Intervale Center, identify options for people to safely walk and bike to the Intervale | \$60,000 | \$12,000 | DPW Draft FY2018 Transportation Capital |
| | Shelburne Street Roundabout Centerpiece Study ¹ | Coordinated with final design and permitting of the Shelburne Street roundabout: facilitate a process to work with artists, the community, and the Agency of Transportation to identify options and a preferred alternative for a centerpiece to enhance the roundabout | \$18,000 | \$3,600 | DPW Draft FY2018 Transportation Capital |
| | Church Street Marketplace Vendor Siting | Analyze an underutilized segment of the right-of-way near the Marketplace Garage to identify design and construction considerations for storage of vendor supplies that support the Marketplace operations | \$11,500 | \$2,300 | DPW + CSM Draft FY2018 City Capital |
| | Bike Share Station Siting and Feasibility ² | Continuing the 2016/2017 work of the CCRPC, University of Vermont, and Champlain College, provide guidance on station siting beyond campus districts and provide guidance on the utility of the infrastructure being piloted by the institutions | \$30,000 | \$6,000 | DPW Draft FY2018 Transportation Capital |
| New Technical Assistance | Housing Demand Build-Out Analysis | Comprehensive assessment of housing needs or projections of housing demand through the next 5 – 10 years, by type of housing that could be built in Burlington to satisfy unmet needs and including an analysis to determine the capacity for additional homes in Burlington given existing density requirements, | \$7,500 | \$7,500 | CEDO Budget TBD ³ |

¹ CCRPC staff has indicated that FHWA may not consider this an eligible project.

² The project budget was reduced from the original application.

³ CEDO has not yet identified a local match source but will either identify funding by the end of March or withdraw this application from the UPWP's request for assistance for FY2018. Based on CCRPC input, the project estimate has been reduced from the original application.

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| | | current home/lot configurations, and if possible, market feasibility | | | |
| | Parks Project Mapping | Map BPRW's recently completed, active and upcoming projects, and make the information available to the public | \$2,250 | \$2,250 | BPRW FY2018 Draft Budget |
| | Pavement Inspections | 1/3 of roadway network (annual request) | n/a | n/a | |
| | Traffic Counts | Vehicular, pedestrian, and bicycle counts (roadway and intersection) | n/a | n/a | |
| | Guardrail Inventory | Map-based inventory of guardrail locations and types | n/a | n/a | |
| | Austin Drive Data Collection | Pending potential 30-day pilot protected bike lane, collect data related to pilot | n/a | n/a | |

Recommended Motion

Authorize the Departments of Public Works; Parks, Recreation, and Waterfront; and Community and Economic Development to pursue the allocation of FY2018 local match amounts and allocate staff time for the UPWP Projects as described.