



southburlington
VERMONT

ANNUAL REPORT

FISCAL YEAR 2023



TABLE OF CONTENTS

City Directory.....	3
---------------------	---

CITY DEPARTMENTS

City Manager.....	5
City Clerk’s Office.....	9
Community Development.....	13
Community Justice Center.....	18
Facilities Department.....	20
Fire & Emergency Medical Service Department.....	22
Information Technology Department.....	25
South Burlington Public Library.....	27
Planning & Zoning Department.....	30
Police Department (Including Dispatch).....	34
Department of Public Works.....	38
Recreation and Parks Department.....	46

COMMITTEES & BOARDS

Affordable Housing Committee.....	53
Board of Civil Authority & Board of Abatement.....	55
Bicycle and Pedestrian Committee.....	57
Charter Committee.....	61
Climate Action.....	62
Committee on Common Areas for Dogs.....	65
Development Review Board.....	67
Economic Development Committee.....	70
Energy Committee.....	72
South Burlington Public Library Board of Trustees.....	74
Natural Resources and Conservation Committee.....	76
Planning Commission.....	78
Public Art Committee.....	83
Recreation and Parks Committee.....	87

CITY PARTNERS

Champlain Water District.....	93
The Chittenden County Public Safety Authority.....	94
The Chittenden County Regional Planning Commission.....	95
Green Mountain Transit.....	102
South Burlington Food Shelf.....	105
Vermont Garden Park.....	106
Vermont Department of Health.....	108
Winooski Valley Park District.....	109

CITY DIRECTORY

CITY COUNCIL

Chair	Chair Helen Riehle	hriehle@southburlingtonvt.gov
Vice-Chair	Meaghan Emery	memery@southburlingtonvt.gov
Clerk	Tim Barritt	tbarritt@southburlingtonvt.gov
	Andrew Chalnick	achalnick@southburlingtonvt.gov
	Tyler Barnes	tbarnes@southburlingtonvt.gov

CITY MANAGER

City Manager	Jessie Baker	jbaker@southburlingtonvt.gov	802-846-4107
Deputy City Manger	Steve Locke	slocke@southburlingtonvt.gov	802-846-4117

IMPORTANT NUMBERS

City Clerk's Office	802-846-4105	Police (non-emergency)	802-846-4111
Community Development	802-846-4123	Public Works	802-658-7961
Fire Rescue (non-emergency)	802-846-4110	Recreation & Parks	802-846-4108
Human Resources	802-846-4107	Tax Department	802-846-4109
Library	802-846-4140	Water Quality	802-658-7964
Planning & Zoning	802-846-4106	Champlain Water District	802-864-4631
		Chittenden Solid Waste District	802-872-8111

SOURCES OF PUBLIC CITY INFORMATION

Website	www.southburlingtonvt.gov
Facebook	@SouthBurlington
Twitter/X	@SBCityVT



Public Works assists a flooded Montpelier



South Burlington Fire Department trains with a vehicle



Planners and engineers from South Burlington, Burlington, and UVM collaborate on projects in the area



CITY DEPARTMENTS



South Burlington Police Department welcomes new officers



A patron enjoys summer reading at South Burlington Public Library

CITY MANAGER

Submitted by Jessie Baker, City Manager

It is my honor to present the FY 2023 Annual Report to the community of South Burlington. On the following pages, you will find detailed reports from our Department Heads, Committees, and governmental partners. There are hundreds of staff, elected and appointed officials, and volunteers who work every day to further the vision of our community. Please join me in thanking them for their efforts and allowing me to highlight some of them for you!

CITY CENTER AND THE TAX INCREMENT FINANCING DISTRICT (TIF)

City Center, anchored by our humming South Burlington Public Library, Senior Center, and City Hall, continues to develop in the community's vision. During FY 2023, City Center saw 690 new homes permitted or under construction, with an accompanying 56,000 ft² of commercial space. As these new homes and commercial spaces are leased up, we look forward to the added vibrancy these neighbors and businesses will bring to City Center.

We got a taste of this vibrancy on a wintery December weekend in 2022 when we held our first Illuminate Vermont event. During this street festival, we welcomed over 2,350 neighbors to Market Street and City Hall to hear live music, do some holiday shopping, enjoy local food trucks, and celebrate with their neighbors. We are excited to host Illuminate Vermont in April 2024 as our City becomes a prime viewing location for the solar eclipse!

The private investment we are seeing in City Center is spurred on by the public infrastructure the community continues to support. On Town Meeting Day 2023, the voters approved the final four TIF projects that will create bicycle and pedestrian connectivity throughout our downtown. With an approval rate of over 71%, the community approved the financing for the Williston Road Streetscape improvements, Garden Street extension and Williston Road intersection improvements, the City Center boardwalk project, and the bicycle and pedestrian bridge over I-89. Over the coming years, there will continue to be construction in City Center as our vision for a downtown is realized.

Much of the success of City Center is a result of our community's ability to use Tax Increment Financing to invest in public infrastructure. TIF enables us to use the additional (or incremental) tax revenue generated from new development to fund public infrastructure. Under State law, the State Auditor is required to conduct complete audits of the TIF District throughout its twenty-year life. FY 2023 saw our first State TIF Audit. I'm excited to share that the State Auditor's Office gave our TIF District a clean audit and found that the City managed the district in accordance with the requirements. Specifically, Auditor Hoffer stated, "The City's compliance with TIF district requirements is due to processes implemented by the City including close communication and cooperation between program management and finance management teams, consistent project oversight practices, and procedures that ensure completeness of property records and accuracy of the tax increment calculation." The success of this audit is due entirely to the professionalism and hard work of past City leaders and our current professionals Ilona Blanchard (Community Development Director), Martha Machar (Finance Director), and Martha Lyons (Director of Tax Collection and Assessment.) I'm proud of their work to ensure our systems are working well for our neighbors.

PUBLIC SAFETY

Our community continues to be well-served by professional Police, Dispatch, Fire, and EMS professionals who provide for our community's wellbeing each hour of the year. This year, the Police responded to 11,315 calls for service, and Fire/EMS responded to 4,800 emergency calls (67% of which were medical calls). Additionally, the Fire Prevention team conducted 3,868 inspections and issued 625 permits. These

processes ensure that renovations and new construction in the City meet health and safety building standards.

Despite ongoing staffing challenges, we continue to be at the forefront of progressive public safety service delivery. This year we continued our partnership with the Howard Center Community Outreach Team. This team co-responds to a variety of calls for service which involve a person suffering from an unmet social service need and ensures their needs are best met. In FY 2023, the Community Outreach Team responded to 346 requests for services in South Burlington. While we are thankful for this partnership, the reality is that in our region and State, there are still significant service gaps in addressing the mental health and substance use treatment needs of our neighbors. We know that often our first responders are the last call when someone is in crisis, which is very rarely the best intervention. We will continue to work with our service provider partners, State agency partnerships, and elected leaders to rebuild our systems of care in South Burlington, Chittenden County, and Vermont.

As you will see in the Chittenden County Public Safety Authority (CCPSA) report, the effort to regionalize dispatch services came to a halt in FY 2023, as a significant community decided to suspend participation. Without the call volume and financial contribution they would bring to the effort, it was not financially sustainable. While we will continue to look for ways to partner with our surrounding communities and provide more efficient public safety services, we also used the opportunity in FY 2023 to begin to modernize the South Burlington Dispatch Center to ensure our residents and businesses receive the most effective services possible.

INFRASTRUCTURE

For several years, the community has talked about modernizing the traffic signals along Dorset Street between Williston Road and Kennedy Drive. In FY 2023, we were able to finalize the engineering for this effort and begin construction. This included installing new hardware and mast arms along the corridor and, in FY 2024 will include full implementation of adaptive signal technology that will allow the lights to respond in real time to the traffic flow on the road.

This year we completed the preliminary engineering needed as we consider significant upgrades to the Bartlett Bay Wastewater Treatment Facility, as well as modernizations to our Airport Parkway Wastewater Treatment Facility and pump stations. This infrastructure is critical as we maintain the community's public health and minimize our impact on Lake Champlain. As a result of this engineering work, on Town Meeting Day 2023, the voters overwhelmingly approved a \$34M bond vote to complete this work in the years to come. With final engineering now underway, we anticipate this construction kicking off next year.

In addition, we opened a new Dog Park at Wheeler Park, completed the paving of Dorset Street from Garden Street to Aspen Drive, completed the construction of new bathroom facilities at Veteran's Memorial Park, and completed stormwater projects at Lindenwood and the Burlington Country Club Gravel Wetland. We started, and in some cases completed, installation of three new crosswalks at Williston Road and Pine Tree Terrace/Davis Parkway, Williston Road near Mills Avenue, and Patchen Road at Jaycee Park, and we restriped 6.5 miles of roadway to include 10-foot wide vehicle lanes and 5-foot wide bicycle lanes.

MUNICIPAL FINANCES

During FY 2023, Vermont continued to emerge from the pandemic and faced some economic uncertainty. Within municipal finances, we saw our revenues rebound faster than budgeted, our permit fees increase, and earned interest come in higher than anticipated. As a result, we ended FY 2023 with over \$2M in surplus funds. With Council approval, a portion of these funds have been invested in human resources, fire, and dispatch system modernization, street paving, the study and implementation of school zones, and contributions to local service organizations. With this surplus and the investments in improvements, we continue to work toward a target balance of 16.55% reserve balance.

With another clean audit in FY 2023, the City continues to be in strong financial shape to achieve our shared goals of excellent municipal operations and continued community investment in the future. For additional information, you can find the results of our FY23 Audit here: www.southburlingtonvt.gov/departments/finance/audited_financials.php.

CLIMATE ACTION

After a year of hard work by the Climate Action Plan Task Force and the City Council, the Council adopted the City's first Climate Action Plan (CAP) in October 2022. The CAP calls for a citywide 60% reduction in greenhouse gas emissions by 2030 and a 95% reduction by 2050. To achieve these goals, the Plan calls for significant changes in the building, thermal, transportation, land use, and governmental operations sectors. Over the course of FY 2023, staff and stakeholders worked to build a Transportation Implementation Plan and a Government Operations Implementation Plan to outline for the Council and community how these goals could be met. We anticipate robust conversations and investments in these efforts as we work toward 2030 and 2050.

In addition to this work, in November 2022 the Council adopted "An Ordinance relating to building and thermal construction: regulation of heating and service water systems in new buildings." Taking effect in February 2023, this ordinance requires that primary heating systems for new buildings be fueled by carbon-free or renewable energy sources. Additionally, with Land Development Regulations adopted in FY 2023, all new construction subject to the Vermont Commercial Building Energy Standards (CBES) must install a Solar Photovoltaic (PV) system within that solar-ready zone.

GRATITUDE

On a personal note, FY 2023 was my second full year serving the City of South Burlington. I continue to be impressed by the professionalism of our Team, the commitment of our elected officials, and the dedication of our volunteers. Our community is stronger for the work of all of you.

In FY 2023 our community was well served by our City Councilors who put in hundreds of hours guiding policy work, attending Council and Committee meetings, and supporting our residents. We are fortunate for the service of Helen Riehle, Council Chair, Meaghan Emery, Vice Chair, Tim Barritt, Clerk, Thomas Chittenden, Matt Cota, Tyler Barnes, and Andrew Chalnack. It takes a lot to step up and serve and I'm thankful that each of them decided to give of themselves in this way.

This year, we said goodbye to staff who ably served our City for many years. Please join me in thanking the following individuals who retired with a combined 87 years of service to the City!

Sacha Lascalea, Fire Captain

Leslie Benoit, Stormwater Foreman

Edward Soychak, Police Sergeant

Roger Pidgeon, Senior Firefighter

I want to thank the City's Leadership Team. Each of them provides expert guidance to service areas that are critical for the residents and businesses of South Burlington. I'm thankful to call each of them colleagues and for the professionalism and commitment they bring to our community.

Colin McNeil – City Attorney
Donna Kinville – City Clerk
Greg Yandow – Director of Physical Plant
Holly Rees – Recreation & Parks Director
Ilona Blanchard – Community Development Director
Jennifer Murray – Library Director
Martha Lyons – Assessor & Tax Collector

Daisy Brayton – Human Resources Director
Mike Mott – Information Technology Dir.
Paul Conner – Director of Planning & Zoning
Shawn Burke – Police Chief
Steven Locke – Deputy City Manager and Fire Chief
Thomas DiPietro – Director of Public Works
Martha Machar – Finance Director

I want to especially thank Steven Locke for taking on the role of Deputy City Manager this year. He brings decades of experience as a public safety professional and chief as well as time spent as the Interim Town Manager in Hartford and the Acting Chief Administrative Officer in Burlington. We are fortunate to have him leading innovation in South Burlington through his role as Deputy City Manager.

Our City continues to lead the region and Vermont—a result of the hard work of the City Council, committee members, volunteers, Leadership Team, staff, and all of you, and for that I am thankful. Thank you for the time you spend with this FY 2023 Annual Report. If you have questions or ideas you would like to share, I can be reached at (802) 846-4100 or at jbaker@southburlingtonvt.gov.

CITY CLERK'S OFFICE

DEPARTMENT OVERVIEW

City Clerk Donna Kinville (2001), retired Aug. 8 2023
Holly Rees, appointed designee June 2023

Full-time positions (3) Pam Correia (2020)
Alyssa Colby (2022)
1 open position



The main duties of the clerk's office are land record recordings, elections, dog and cat licensing, issuing of marriage licenses, certified copies of vital records, liquor licenses, notary services, DMV registration renewals, keeper of the records, and assisting the tax department with tax installment collection.

ANNUAL BUDGET FOR FY 22-23

	Budgeted	Actual
Revenue	\$383,100	\$272,041
Expenses	\$285,901	\$306,568

ACCOMPLISHMENTS AND EVENTS

- There were 3 elections in FY23, all with average turnouts. The August state primary consisted of 5,225 ballots cast, which represented a 32.3% turnout. The November mid-term general election saw 9,949 voters cast a ballot, or a 60.78% turnout. March's town meeting saw 3,388 ballots cast for a 21.11% turnout. The March ballot saw races for all seats up for re-election and multiple special ballot items, which included a Bartlett Bay wastewater bond, TIF refinancing bond vote, and a school capital construction bond vote.
- Instituted a Property Fraud Alert. With increasing occurrences of property being sold without the owner's consent, I contracted with a software company that will notify homeowners who sign up for the alert if any document is filed in the clerk's office land record system under their name. An email is sent to the subscriber when a document is filed under their name, who can then contact the clerk's office to see what the document filed was. This is a free service to our property owners.
- Voter Checklist: Every year, the voter checklist is kept as current as we can with the information that we receive. One of the ways we try to keep it up to date is sending challenge letters to anyone who sells their property. What is hard to keep updated on our checklists is a non-homeowner who has moved, a student who has graduated and settled outside the city limits, and those who have died out of state.
- Conducted 10th annual Top Dog and First Feline contest with Winston and Sunny as the winners. A big thank you to Pet Food Warehouse and Guy's Farm and Yard for being a sponsor of our contest for all 10 years. Also, a thank you to Kim Provost (animal portrait painting), Hannaford, VCA Brown, Affectionately Cats, and Doggie Style Salon for helping round out our prize package. If you know someone who would like to contribute to our contest, whether big or small, please send them our

way. We gladly welcome anyone with something to offer to this contest from bandannas to treats to toys.



2023 Top Dog: Sunny



2023 First Feline: Winston

- Land records: This is a long, ongoing project that we have been working on since 2008, and we continue to work backwards digitizing our land records. We are currently at 1950, and are working on going back to South Burlington's beginning in 1865. Our goal was to have this completed by July 1, 2023, but it may be fall before all the books are digitized.

QUALITATIVE SUMMARY

Fiscal year 2022-2023

- As of June 30th, our dog and cat registration totals increased from last year by 23 pets. The reason for our continued success is two-fold. The first is our Top Dog and First Feline contest, which just celebrated its 10th year. A big thanks once again to all our awesome sponsors. The second is the great work of the clerk's office. The staff works with the pet owner to make sure that we have everything we need to register their pet(s). Due to the number of calls we make, all the local veterinarians know us by our voice. They are wonderful partners, faxing us the current rabies certificates. As I have stated in the past, while other municipalities are continually seeing a decline in the number of dogs registered, South Burlington stands by itself in continuing to increase our pet registration every year. As part of the enforcement process requested by our citizens, we have an anonymous way for someone to report if they believe a dog or cat is unlicensed. Simply visit the clerk's web page and scroll down to Dog & Cat licensing and a link will pop up, allowing someone to report an unlicensed cat or dog. We will receive an email with no identifying information from the sender, and mail out a letter to that address.
- The reapportionment that is done every 10 years, and the redrawing of our voting districts, gave us a 5th shared seat with Williston. However, about 75% of that total district is South Burlington voters, and 25% are Williston voters. The Board of Civil Authority (BCA) worked hard to get a 5th unshared district, but the state legislature didn't agree. The BCA fought to maintain the boundaries of our current representative districts as much as possible to reduce the number of voters who had polling locations change. City Hall is now the 5th polling location for the city for the new shared district.
- We are now back to 1950, or book 45, in digitizing the land records for the city.

QUANTITATIVE DATA

Revenue generated by the Clerk's Office

During the period from July 1, 2022 to June 30, 2023 there were 168 births, 177 deaths, and 152 marriages recorded in the City Clerk's Office.

Recording & copy fees

Deposited to general fund	\$167,491
Vital Records certified copies	\$53,499

Civil Marriage Licenses

151 licenses issued at \$60 each	\$9,060
Paid to state treasurer	\$7,550
Transferred to general fund	\$1,510

Animal Licenses

1,488 dogs	
424 cats	
Deposited to general fund	\$27,142

Pet Control Fees

Deposited to general fund	\$7,778
---------------------------	---------

Motor Vehicle Renewals

Deposited to general fund	\$303
---------------------------	-------

Green Mountain Passport

Deposited to general fund	\$476
---------------------------	-------

Beverage Licenses

Deposited to general fund	\$7,600
---------------------------	---------

1st, 2nd class, tobacco licenses, entertainment

FY2023 GOALS AND PRIORITIES

- We continue to work our way back through the land record books with the goal of having all of them digitized back to the day that South Burlington became a town.
- I am still working with our land record software company to put our land records online. The reasons that it has taken so long is out of concern for two things: our citizen's privacy and maintaining the revenue we receive for research. I have now signed a contract with Avenu, who will supply those online records and charge a fee to look at the index. This fee will discourage someone who is just curious about their neighbor and will also cover the revenue we will lose by not being able to charge for search time. It is expected to be completed by late summer of 2023.

- There is only one election scheduled in the 2023-2024 fiscal year, which is our annual town meeting, as well as the Presidential Primary, in March. August and November 2024 will have the State Primary and Presidential Election, however these are in the next fiscal year.

I wish to thank you for allowing me to serve as your City Clerk for over 22 years. It is with a heavy heart that I have announced that I will retire in August. It was not an easy decision, but I have brought the City Clerk's office as far as I can and it is time for someone with new ideas to move it to the next level. The City Council has appointed Holly Rees as my successor, and I know that Holly will do an awesome job in filling my shoes. I would like to thank all the members—past and present—of the BCA, and clerk staff who have supported me over the years. I am not going anywhere, as South Burlington will always be my home. I will also be working the polls, as I love Election Day. So, this is not good-bye, but see you around.

Respectfully submitted,

Donna Kinville, City Clerk MMC, CVC

COMMUNITY DEVELOPMENT

DEPARTMENT OVERVIEW

Ilona Blanchard Community Development Director 11 years with the City

Total Staff: 1 FTE

FY 2023 Interns: Isabelle Menard (summer '22)

RESPONSIBILITIES

- Administer the City Center Tax Increment Financing District (TIF district), which includes record keeping, VEPC reporting, tracking land values, ownership and size, and support audits and inspections of records.
- Manage projects (secure funding, contracts, public outreach, consultant/contractor oversight, team communications, oversee expenditures & track budgets). Active City Center TIF district capital projects included City Center Park Phase II- Boardwalk Connection, Garden Street Phase I & II, East-West Crossing walk bike bridge over I-89, and the Williston Road Streetscape
- Staff committees
 - Public Art Selection Committee
 - Energy Committee
- Manage other projects, liaise, and conduct outreach as assigned

FY 2023 BUDGET

- Operational budget is included in City Manager's Budget.
- \$5,000 in CIP Funds for city-wide permanent public art (Public Art Committee).
- \$800,000 in General Fund revenues transferred to the City Center Reserve Fund.
- Special Fund Expenditures:

TIF District Project Costs (all project combined FY 23 expenditures) <i>funded with TIF district debt proceeds, City debt proceeds, grants, reserve funds</i>	\$1,536,554
Debt Service TIF District Financed Bonds \$10.5M (FY22 Principal \$10,429,962) <i>funded with TIF district tax increment revenues</i>	\$254,847
Debt Service on City Financed Bond \$14.9M (FY22 Principal \$14,503,371) <i>funded by City Center Reserve Fund</i>	\$966,726
Illuminate Vermont	\$122,600

ACCOMPLISHMENTS AND EVENTS

- Design for the Walk Bike Bridge over I-89 at Williston Road/Exit 14 advanced: the concept was developed with the public and approved, and preliminary plans completed.

- Illuminate Vermont was held on Market Street in December with well over 2000 attendees over two nights, three performance stages, and 36 artisan vendors.
- The first Vermont State Auditor’s Office audit of the City’s TIF District was completed (a comprehensive review of the prior ten years’ expenses and revenues), with the State noting no issues and that it was the cleanest audit of a Vermont TIF district to date.
- The South Burlington City Hall and Library won a Best of the Best Award in the large building category from Efficiency Vermont, presented at the 2023 Better Building by Design conference.
- Acquired a key property that will facilitate the realignment of White Street (Garden Street project).
- TIF District debt authorized: a question was presented at the March Town Meeting and voters authorized the Council to issue debt to fund Garden Street, City Center Park Phase II, the Walk Bike Bridge, and the Williston Road Streetscape.

QUALITATIVE SUMMARY

Progress was made in advancing public projects within the South Burlington City Center TIF District. The City is rapidly approaching the conclusion of the term during which TIF District financed debt may be issued (March 2024).

Garden Street, City Center Park Phase II, the Williston Road Streetscape, and East-West Crossing projects were all switched up a gear in order to advance the design on each. The East-West Crossing continues to demand the bulk of staff’s time due to the speed at which the project must progress due the Federal RAISE grant. City Center Park advanced enough that it is being prepared to go to bid/construction in FY2024, as well as the first segment of Garden Street (by Dorset Street).

Right of Way plans were prepared for Garden Street, Williston Road Streetscape and the Walk Bike Bridge.

The ten-year state TIF audit was an involved effort to respond to the State Auditor’s Office questions, including Community Development, Finance, and the Tax & Assessor.

The Public Art Committee was supported in their selection of an artist to provide a design proposal for a piece to be located in a public space in the City. The Public Art Gallery (managed by the Committee and curated by Jessica Manley) held four shows: In the Garden, South Burlington Showcase, Marvin Fishman Retrospective, and Vermont Vernacular.

In partnership with Recreation and Parks Department and members of the City’s hospitality/service industry, with financial support from the State of Vermont, the first Illuminate Vermont was held on Market Street and in 180 Market Street. Friday night was a snowy, sparkling night with 700-plus attendees. By Saturday night, the snow had cleared and 1,600



In November 2022 the Council accepted the concept for the Walk Bike Bridge over I-89 at Exit 14.



South Burlington Women in Business Expo event in the Library

people of all ages enjoyed the music and food, shopping, and overall atmosphere.

A very well-attended meeting was organized with community members for South Burlington Women in Business to learn about South Burlington/regional resources and network.

The Energy Committee began planning an Energy Festival, also to be held on Market Street, in FY 2024.

Economic data was collected for the City and preliminary trends were presented to the Economic Development Committee.

In FY 2023 Union Place (far right) opened and ground broke on Catamount Run (foreground)



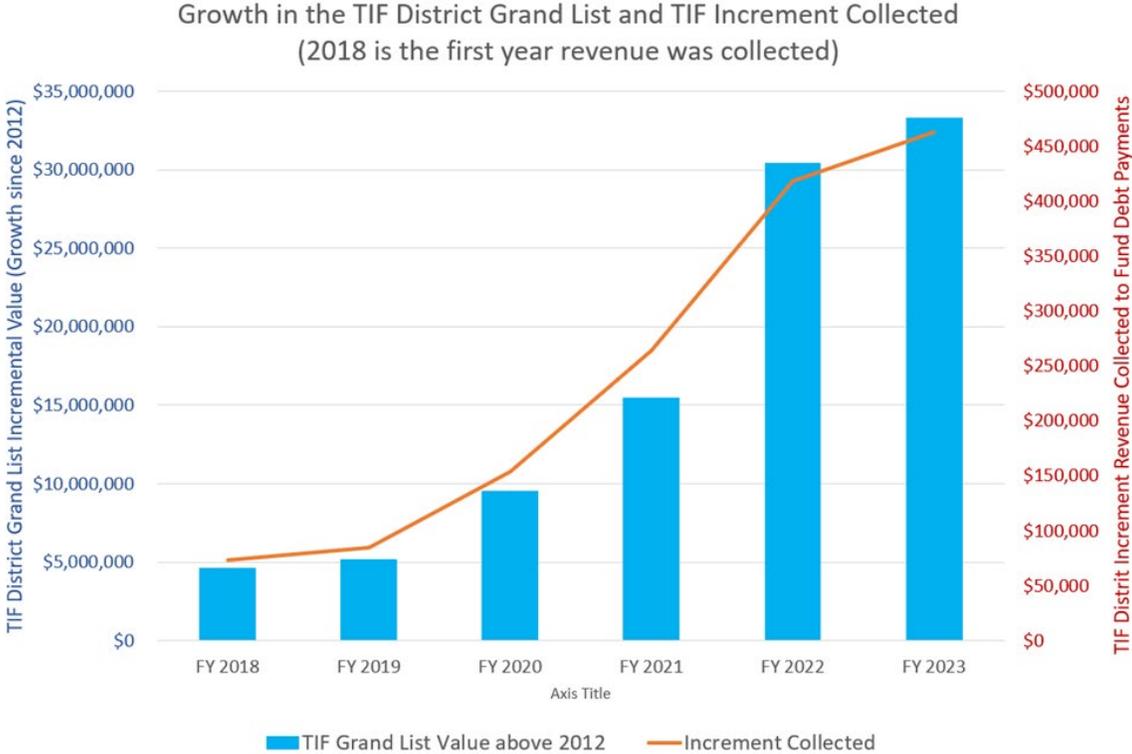
Garden Street and Market, Fall 2022



Garden Street and Market, Spring 2023

QUANTITATIVE DATA

- The April 1, 2022 grand list in the City Center TIF District (the property values against which FY 23 increment is collected) had increased over April 1, 2012 original taxable values by \$33,331,700. This was a 7.67% increase over the prior year. The resulting total increment (TIF revenue) collected and held aside in a special fund to make TIF District debt payments was \$462,812.



- 4 City Center TIF district projects were authorized to be funded with TIF District financing: Garden Street (Phases I & II), City Center Park Phase II, the Walk Bike Bridge over I-89 & Williston Road Streetscape
- 2 projects’ preliminary plans were completed– City Center Park, Walk Bike Bridge over I-89
- 3 projects began Right of Way Acquisition phase –Walk Bike Bridge over I-89, Garden Street, and Williston Road Streetscape.

FY 2024 GOALS AND PRIORITIES

- Administer the City Center TIF District, including the annual report and audits.
- Acquire right-of-way for the Walk Bike Bridge, Garden Street and Williston Road Streetscape.
- Support the City Council in issuing TIF District Financing to fund the remaining TIF District projects for costs not covered by federal funds.
- Bid out and support contracting finance/design of City Center Park Phase II – Boardwalk Connection and the leg of Garden Street at Dorset Street (project management handover to Public Works for construction).
- Complete right-of-way acquisition, construction documents, secure gap funding (including applying

for federal grants and advocating for State funding), for the East-West Crossing walk bike bridge over I-89.

- Complete study regarding a “village green” in City Center.
- Support Recreation and Parks in organizing Illuminate Vermont.
- Support the Public Art Committee in commissioning a city-wide public art project, management of the public gallery, and securing funding for a cultural plan.
- Support the Energy Committee in their organization of the South Burlington Energy Festival on Market Street.
- Support the Economic Development Committee in their pursuit of their FY2024 objectives, including securing funding to develop an economic development strategy.
- Foster redevelopment opportunities in City Center and entrepreneurial opportunities throughout the City.
- Continue to build local, regional, and state connections, and otherwise support community development in South Burlington.



The first Illuminate Vermont in 2022 shone in the dark December night!



COMMUNITY JUSTICE CENTER

DEPARTMENT OVERVIEW

The mission of the SB CJC is to create and enhance the sense of community in South Burlington by fostering relationships, honest dialogue, respect, and healing. We strive to prevent and address crime and conflict in South Burlington by working with those involved through shared decision-making to make things right.

STAFF

1 full-time, 2 part-time

Other members of the CJC team: 7 sub-contractors and 20 volunteers

PROGRAMS/SERVICES

- Restorative Justice Panels
- Parallel Justice (for crime victims)
- Mediation & Conflict Assistance
- Safe Driving (for Chittenden County)
- Community Dialogue, Education & Forums

ANNUAL ACTUAL BUDGET FOR FY23

\$183,014.84

ACCOMPLISHMENTS AND EVENTS

- We expanded resource guides, working closely with community members to include Home Improvement Fraud, Identity Theft, and Stolen Vehicles.
- We established a working relationship with the Cultural Brokers of Chittenden County, who conducted DEI trainings with staff and volunteers to better serve our diverse community members.
- We hosted a Youth and Restorative Justice Training for law enforcement, Victim Advocates, and other related parties, to further understanding of Restorative Justice in Chittenden County.
- We navigated staff turnover while maintaining a strong quality of service for the community.
- We hosted a Youth and Restorative Justice Training for law enforcement, Victim Advocates, and other related parties to further understanding of Restorative Justice in Chittenden County.

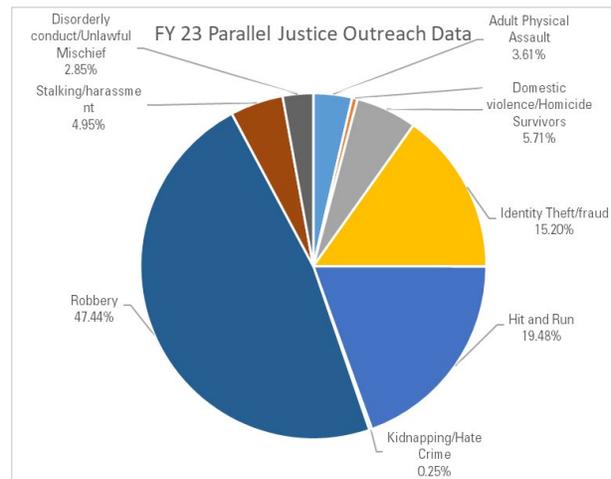
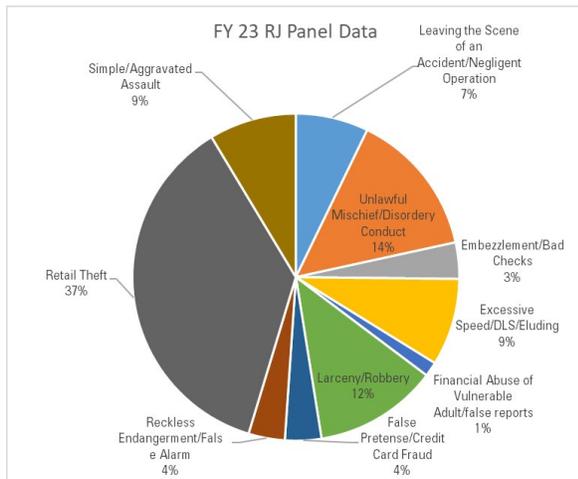
NEW PROJECTS FOR 2023

- Collaborated with the State's Attorney's Office, Lt. Bataille, and Chief Burke on finalizing and implementing PR-322, which increased equitable access to Restorative Justice Initiatives.

- We partnered with Lt. Jager to conduct a community forum at the Senior Center and established Community Forums at Harbor Place and Harbor View to be conducted in FY 24.
- We continued to work with Community Justice Centers statewide regarding broadening Restorative Justice principles and practice to DV/SV work. This work will continue into FY 24.
- We worked closely with stakeholders during the legislative session to increase funding and implement COLAs in grant funding. We will continue legislative work during the FY 24 legislative session.
- We successfully trained four new volunteers for our Restorative Justice Panels. Volunteer recruitment will continue in FY 24.

QUANTITATIVE DATA

- Restorative Justice Panel cases (new referrals) = 147
- Restitution paid to crime victims from Panel offenders = \$7,546.06
- Mediation & Civil Panel Cases (new referrals) = 9
- Parallel Justice Cases (outreach to crime victims) = 1304
- Volunteer Hours = 456.25



FACILITIES DEPARTMENT

STAFF

Greg Yandow	Director	2 year 8 months with the city
Eric Strong	Facilities Manager	1 year 4 months with the city

3 additional employees assigned to City Hall & Public Library and outlying buildings.

DEPARTMENT RESPONSIBILITIES AND FUNCTION

Maintain City's buildings including:

- City Hall and Public Library at 180 Market Street
- Wheeler House
- 575 Dorset Street and Fire Station #1
- Fire Station #2
- 19 Gregory Drive (Police Station)
- Airport Parkway Water Treatment #1
- Bartlett Bay Water Treatment #2

Maintain City's building infrastructure and manage the daily operations of buildings, improvements, building maintenance and repairs, contracts and scheduling of contractors, safety, and cleaning.

OPERATING BUDGET OF \$434,004.36

Actual \$516,659.60

Facilities were over budget by \$82,655.24. This was due to aging infrastructure within the city buildings and equipment*, supply chain issues, the rising cost of contractual labor, materials, and supplies.

*We had four pieces of HVAC equipment go down unexpectedly at DPW (\$24,280), and one at the police station (\$8,200).

ACCOMPLISHMENTS AND EVENTS

- Constructed new Veterans Memorial Park bathrooms.
- Worked to implement the Climate Action Plan with HVAC equipment within the city (switching out DPW rooftop units from gas to electric/gas back up)
- Repaired the Hinesburg Road pump station and added a new generator to replace one damaged by a car accident. DPW assisted in the completion of the project, setting the generator on a concrete pad that they poured, and paving.
- Painted and installed new carpets at Fire Station #1
- Brought custodial responsibilities in-house.

- Finished renovation, leasing, and managing of vacant office space at 19 Gregory Drive and leased space to Champlain Solid Waste District.

FY 2024 GOALS AND PRIORITIES

- Continue implementation of the City's Climate Action Plan.
- Continue to bring all city buildings under the same management umbrella (contractual and maintenance, limiting redundant costs) and remove underperforming contractors.

FIRE & EMERGENCY MEDICAL SERVICE DEPARTMENT

DEPARTMENT MANAGERIAL STAFF

Steven A. Locke Fire Chief
Christopher Corbin Deputy Fire Chief
Terence Francis Fire Marshal
34 Fire & EMS personnel

FY 2023 BUDGET

	Budget	Actual
Expenditures	\$4,221,313	\$4,331,767
Revenue	\$1,275,000	\$2,380,456

ACCOMPLISHMENTS AND EVENTS

In FY23, the department promoted Captain Christopher Corbin to Deputy Chief, Lieutenants John Christman and Nick Perkov to Captain, and Senior Firefighters Alex Spencer and Jordan White to Lieutenant. The department also filled several vacant positions, hiring Brent Sargent, Al Laurent, Greg Swain, Brendan Blair, Kyle Lange, Annika Coloney, Logan Hipes, Michelle Collins, Stephen DeMaio and Nathan Ceffalo as entry level firefighters. The department also saw the retirement of Senior Firefighter Roger Pigeon and Senior Firefighter Joshua Laird after many years of dedicated service.

The department held a three-day facilitated workshop for all members to develop the first strategic plan. As part of this process, new mission and vision statements were created, and the members spent considerable time finding consensus on our core values. These core values of integrity, ownership and professionalism are our guiding principles. Additionally, the strategic plan outlines high level goals the department hopes to achieve over the next three to five years.

The department implemented a new, modernized records management system to replace an outdated system that was no longer being supported. This new system is used to track not only our emergency responses, but also personnel training records, apparatus maintenance reports, and prevention activities such as inspections and code violations. An exciting component of the new system is that it captures building information such as sprinkler and fire alarm systems. This information is cloud-based and accessible to responders in the field. It is a major advancement in technology.

The department was able to support three members' participation to achieve their paramedic certification. Paramedics provide the highest level of pre-hospital emergency care, and the training takes between 12–18 months to complete. It had been several years since the department was able to support the financial commitment of this program, and we are excited for our members who have made the commitment to attain this higher level of certification.

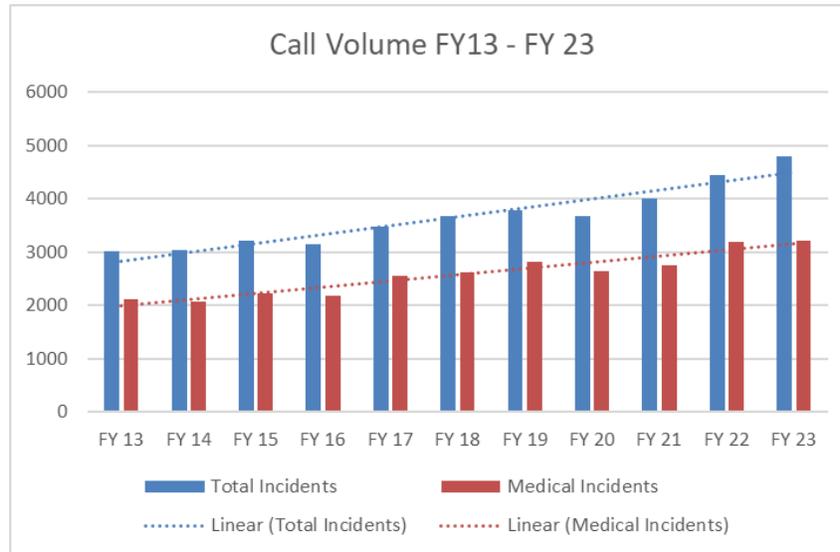
The department ordered a replacement ambulance as well as a replacement fire truck. Due to unprecedented supply chain struggles within the industry, the delivery time for these units is almost three years. The department's fleet is aging, but these orders, as well as the replacement of two administrative vehicles, will help to ensure our response fleet is ready as needed.

The department created its first community risk assessment/standards of coverage. This document identifies the known risks within our community, determines the resources needed to successfully

mitigate them, and establishes response time benchmarks for us to achieve. Having this document allows us to deploy our limited resources in the most efficient way.

QUANTITATIVE DATA

In FY23, the department responded to a total of 4,800 emergency calls for service. This represents more than a 7 percent increase in calls from the previous year, and an almost 57 percent increase from 10 years ago. While most of the calls for service are for medical incidents, the department responded to 1,575 calls for fires, hazardous conditions, service, alarm activations, or other non-medical types of incidents. The chart below shows the calls for service over the past 11 years.



The department operates a two-tiered response system that deploys the closest fire suppression unit and an ambulance for every medical incident. All personnel are trained, at a minimum, as Emergency Medical Technicians, with the majority being licensed at the Advanced or Paramedic level. These highly trained personnel are committed to delivering the highest level of care to our citizens. In FY23, the department responded to 3,225 medical calls for service. This represents approximately 68 percent of the total call volume.

The Department’s Prevention Division is responsible for enforcing the State of Vermont’s Building and Fire Safety Code, as well as the City of South Burlington’s Fire Safety ordinances. These rules are applied to all new and existing commercial properties, businesses, multi-family homes (2 or more dwelling units) and all rental dwelling units. The Prevention Division works in close coordination with the Planning and Zoning Department and are in the field everyday ensuring that buildings under our purview are being built and wired correctly.

The Prevention Division completed the following activities in FY 23.

Electrical Inspections 1,416 inspections
 412 permits issued
 3,702 requests for information and service

Building Inspections 2,452 inspections
 213 permits issued
 3,667 requests for information and service

FY 2024 GOALS AND PRIORITIES

The department is planning for the implementation of a computer aided dispatch (CAD) software system to be used in the emergency communications center. This system will allow emergency response units to be dispatched based on incident location, call type, and unit availability. The department has created call types that cover most incidents, and the system will recommend to the dispatcher the appropriate units to deploy. The system uses GPS information to send the closest available unit and allows the department to match our deployment needs based on the risks presented. This is a significant improvement in our response capabilities.

The department is also preparing for the addition of another staffed ambulance. Currently the department is only able to staff one ambulance and relies on neighboring agencies to respond to approximately 23% of the medical incidents in the city. The FY24 budget supported the hiring of six additional personnel that are needed to provide this service. The department plans to hire these personnel in early 2024 and begin operations later in the spring.

I would like to take a moment to thank our City Manager Jessie Baker, as well as the members of the City Council. It is a pleasure to work in a city where there is so much support from our leadership, our elected officials, and our residents. We would not be successful without everyone's support. Finally, I would like to thank the men and women of the South Burlington Fire Department. They work extremely hard every day to deliver the highest quality services to those in need. I am fortunate to work with you; your work does make a difference.

INFORMATION TECHNOLOGY DEPARTMENT

DEPARTMENT STAFF

Mike Mott	IT Director	3 years with the City through FY23
Larry King	System Administrator	4 years with the City through FY23
Franco Salese	System Administrator	6 months with the City

Early in FY 2024 we welcomed the following staff:

Nick Gingrow	IT Director	2 months with the city
Bennett Payne	IT Manager	4 months with the city

DEPARTMENT FUNCTIONS AND RESPONSIBILITIES

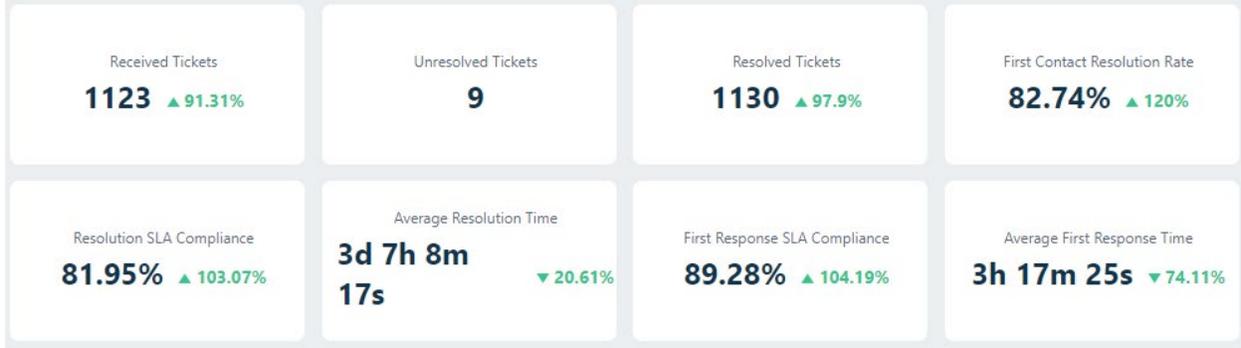
- Implement and maintain technology utilized by City staff in day-to-day operations.
- Respond to IT support requests in an efficient manner.
- Make recommendations regarding technology and tech policy.
- Plan for resiliency and reliability for all City data and technology services

FY 2023 BUDGET

The IT Dept had a budget of \$397,768 and spent \$403,270 – the overage was due to additional replacement hardware costs.

ACCOMPLISHMENTS AND EVENTS

- Implemented Office 365 and SharePoint
- Implemented an IT ticketing system that allowed us to better manage incoming requests and provide metrics for tracking and reporting.
- Completed an audit of various file-shares to ensure permissions are set in a way that keeps confidential data safe from unauthorized access.
- Implemented a City-wide Phone Migration to new carrier, New Horizons, to improve phone service and reduce costs significantly.
- Over 1100 tickets received & closed, with over 80% of tickets being resolved after first contact.



FY 2024 GOALS AND PRIORITIES

- Hire Network & System Administrator to complete IT staffing needs.
- Upgrade City Hall Network- Replace core switches, add redundant internet connection via Burlington Telecom, update and configure firewalls, add networking to Uninterrupted Power Supplies for additional security.
- Find, evaluate, and implement a replacement for NERMC Financial software.
- Work with Police Department to upgrade Dispatch Center – move dispatch to temporary location while upgrade is happening, setup new Dispatch stations with new hardware, networking, etc.
- Connect Bartlett Bay location to City Hall network with a Firewall & VPN, add WiFi to buildings.
- Upgrade all City-owned servers to currently supported Windows Server operating systems.
- Work on 180 Market Street meeting spaces in conjunction with the library to streamline use where possible, fix or remove problematic components, and create documentation.

SOUTH BURLINGTON PUBLIC LIBRARY



- The library staff work together over the following areas: Children’s Services, Adult Services, Circulation, and Cataloging.
- Jennifer Murray is the Director (9 years with SBPL). Her Leadership Team includes Kathryn Plageman, Circulation Librarian (23 years of service), Kelly Kendall, Children’s Librarian (5 years of service), and Mira Geffner, Adult Services Librarian (2 years of service.)
- Number of staff in FY23: 21 staff, seven 18 hours and under, five 19-28 hours, 9 FT.
- “The South Burlington Public Library strengthens our community through abundant resources, including books; information; and opportunities to learn, share and grow.” The library fosters individual inspiration, community connection, self-directed learning, and access to technology and information through public collections of books, CDs, DVDs, periodicals, objects, and online resources.
- Annual Budget for FY23 was budgeted at \$866,629.70. \$840,346.65 was the actual, due in large part to vacancies.



ACCOMPLISHMENTS AND EVENTS

- Staff collected the complete collection of Caldecott Award winners for a non-circulating collection, named in honor of former Children’s Librarian and Friends president Marje Von Olsen. These items are recognized for their illustrations and the way in which the illustrations enhance the text. Looking at the winners over time also gives readers insight into social mores over the decades.

- The Friends of the Library Winter Concert Series was exceptional this year. Two of the four concerts, The Vermont Symphony Orchestra and Jenni and the Jazz Junketeers, both performed to a standing room-only-audience, and the other two events engaged at least 60 attendees .
- In collaboration with the South Burlington Schools, staff planned and implemented the second year of informational tours for families whose children are in the English Language Learning programs. 130 people attended over 4 programs, and 51 library cards were distributed. Staff observes many of these families using the library on a regular basis, indicating success in our goal to be a welcoming place in South Burlington.



QUALITATIVE SUMMARY

- Summer Reading took off in 2023. Program participation came to almost 2000 people who registered and attended summer programs. The Children’s staff hosted 3 sessions of an Elephant and Piggy play with the Lyric Theater for 180 people. They also invited kids to leave their stuffed animals for a “Stuffed Sleepover” at the Library for a wild rumpus of a night. Adults and teens enjoyed reading and rewards as well.
- The Marabella KidSpace continues to be very busy. Staff now offer two toddler storytimes per week, averaging 45 people per session. Baby storytime has a steady attendance of eight to ten families. There was an increase in craft and cooking programs for early middle school students (grade 5/6), a continuation of a K-3 book club for kids and parents, classroom visits from neighboring schools, after-school visits, kids’ chess club, weekly movies, and more.
- Our core service is books and reading, and the circulation desk serves to welcome and serve all those who are looking for their next favorite book. Staff led a self-checkout promotion in June, and are exploring how to capture self-checkout statistics. The staff at all the desks offer a high level of expertise and customer service, offering inter-library loans and information about the Homecard system, placing requests for items that we own and others we may want to purchase, making new library cards, and checking in all the items that users take home.
- Adult Services staff collaborated with veterans’ organizations to offer a panel presentation and our first Vets Town Hall; worked with volunteers and college students to enhance the English Conversation Circle; offered increasingly diverse cookery experiences through the Cookbook Club; carried a banner in the 2023 Burlington LGBTQ Pride parade; created a wide variety of book displays reflecting our residents; led book groups with meaningful themes; and hosted volunteer-led programs like Italian Book Group, Chess Club, NaNoWriMo sessions, and Poetry Group.

- Twenty-two non-traditional teachers enjoyed a class with Jude Bond, “Inspired Play: Exploring Art and Children’s Literature,” that focused on how to bring books to life with art projects. This class was funded by a grant secured by the Foundation.
- In order to make items in our collection easier for people to find and use terms that are more inclusive, staff updated the subject headings of over 300 items in our catalog to “Indigenous Peoples North America.”



QUANTITATIVE DATA

- Cardholder total was 10,295 at the end of FY23, an increase of 266 users.
- Library visits came in at over 95,010 for the year. We compared results from manual counting and use of our new Sensor people counter and, the averages were the same, even though we note that the people counter doesn’t count babes in arms. This appears to be a 32% increase, but counting was not consistent for the first half of the year.
- A total of 194,523 items were checked out to visitors during FY 23, a 22% increase with physical item circulation divided fairly evenly between adult and children’s materials. We continued to offer self-service holds; library users placed over 1,500 requests for books this year.
- Overall Circulation Transactions were up 15%, including the above, plus holds, interlibrary loan, and handling returns.
- E-book circulation was stable; e-audio use increased by 25% in FY22.
- Library programs were up 36%, serving 9836 attendees.
- Non-traditional items increased in popularity in FY23. Our museum and park passes and the Library of Things items circulation more than doubled at 676. We expect both of these categories to grow as we continue our outreach to the community and add more items, allowing residents with smaller spaces and limited budgets to have access to more resources.

FY 2023 GOALS AND PRIORITIES

- Enhance inclusion by actively inviting people and organizations from diverse cultures and all ages to identify and eliminate physical and digital barriers to service.
- Increase use of the self-checkout machines.
- Support staff with ongoing staff development.

PLANNING & ZONING DEPARTMENT

DEPARTMENT STAFF

Director: Paul Conner, 15 years with the city

Total Staff Team: 6

DEPARTMENT FUNCTIONS AND RESPONSIBILITIES

- To provide long-range planning services to the community on subjects such as future land use, resource conservation, land acquisition, transportation, housing, climate action and energy, and economic development
- To provide development review & permitting services for development projects of all sizes
- To provide support to the City’s Planning Commission, Development Review Board, Committees, and Task Forces as established

FY 2023 BUDGET

	Budget	Actual
Expenditures	\$563,713	\$473,870
Revenues	\$383,100	\$576,987

ACCOMPLISHMENTS AND EVENTS

Fiscal Year '23 was a big year in the city and for the Department. The City Council adopted its first-ever Climate Action Plan, setting out a road map to achieve ambitious targets in the transportation/land use, buildings/thermal, government operations, and other sectors. The City’s Planning Commission undertook a community-focused update to the City’s Municipal Development Plan [CityPlan 2024], and private sector construction began on the “B” block of City Center—the planned core area of first-commercial uses and upper story homes, as well as with additional buildings along Garden Street and elsewhere in City Center.

I encourage everyone to read the related annual reports of the Development Review Board and Planning Commission, which our department staffed; their reports provide excellent summaries of the tremendous work they have done on behalf of our community. I will do my best not to repeat their work in my summary below. Some key areas of work for our Department in FY '22:

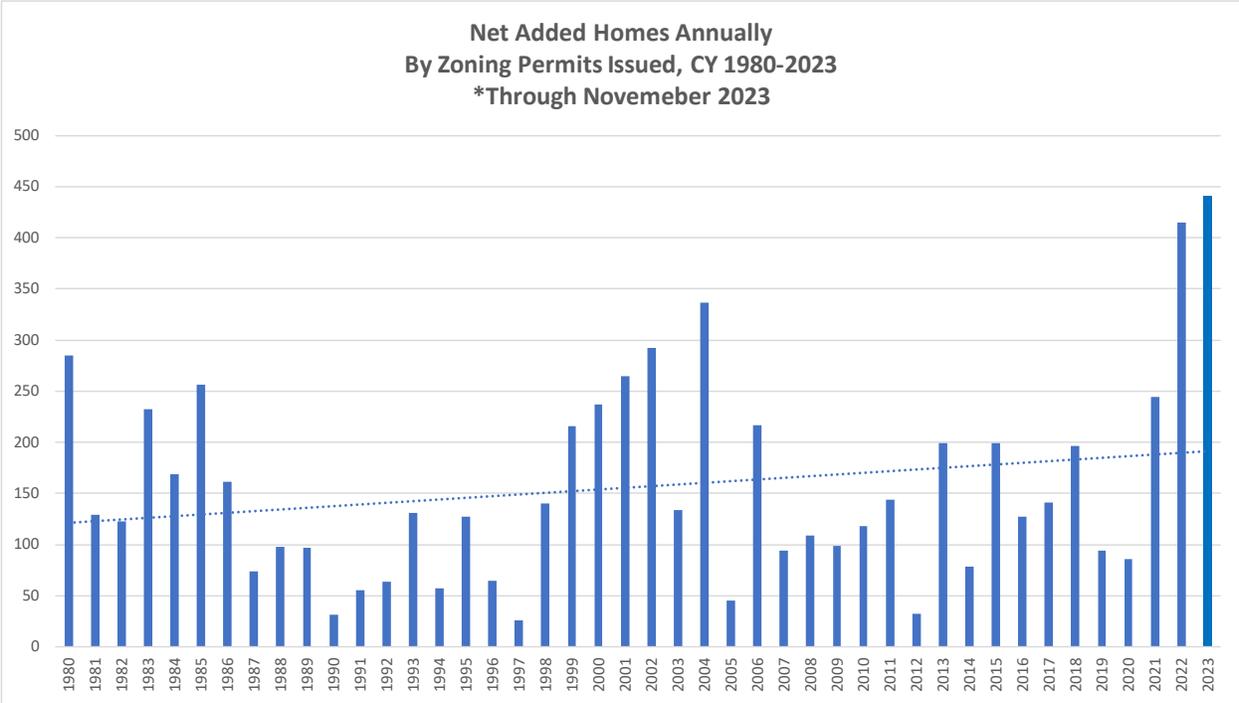
- Development Review Activity: [see the Development Review Board’s report for a more complete discussion of their work]
 - Reviewed site plans and final plats for Beta Air Manufacturing facility off Williston Road; UVMMC outpatient facility along Tilley Drive; O’Brien Eastview neighborhood, to include 155 homes, 24 commercial/mixed use lots, and park/open space; 34-home planned unit development at 600 Spear Street
 - Reviewed initial sketch plan for a seven-phase development at Shelburne Road/Fayette Drive connected and integrated with existing built environment

- Permitting Activity:
 - Issued permit for construction of: two new 47-home buildings as part of O’Brien Hillside (majority of homes to be permanently affordable); new building containing 120 homes, 1,500 s.f. commercial space, and 5,000 s.f. day care along Garden Street; conversion of Ho-Hum Motel on Williston Road into 20 permanently-affordable homes; 11 new duplexes at South Village lot 11 (half of these homes to be permanently affordable); 161 new homes and ~22,000 s.f. of commercial space in three buildings along Market Street; and new Beta Air Manufacturing Facility
- Planning Projects. [See Planning Commission for additional detail]
 - In October 2023, the City Council adopted its first-ever Climate Action Plan, setting sector-by-sector targets and identifying High Impact Actions to meet the Council’s resolution committing the community to the goals of the Paris Agreement and complement the State’s Climate Action Plan. Following this adoption, the City prepared its first two implementation plans—for the transportation/land use sector, and government operations sector—providing a detailed map for implementing each of the outlined actions. These were both finalized early in FY ’24.
 - Amendments to the Land Development Regulations: See the Planning Commission’s Report for a detailed discussion of the substantial overhaul of several sections of the City’s Land Development Regulations. In brief:
 - The City Council adopted an expansion of the City’s Transfer of Development Rights Program to extend receiving areas to mixed-use areas within the City’s Transit-served area in November 2022
 - The City Council adopted a realignment of districts along the Shelburne Road corridor in December 2022
 - The City Council adopted modifications to the Environmental Protection Standards in May 2022
 - The City Council adopted a requirement for buildings subject to the Vermont energy codes’ Solar-Ready Zone requirement to install solar collector on the roof or elsewhere on the site in June 2022
 - CityPlan 2024. The Planning Commission prepared a substantial update to the City Plan. This included soliciting feedback from the community via meetings, surveys, community conversations, and more, preparing and reviewing overall Guiding Principles, draft chapters, maps, goals, and actions, and providing a complete draft Plan for review by the community at the very start of FY ’23 for planned adoption in late 2023 or early 2024.

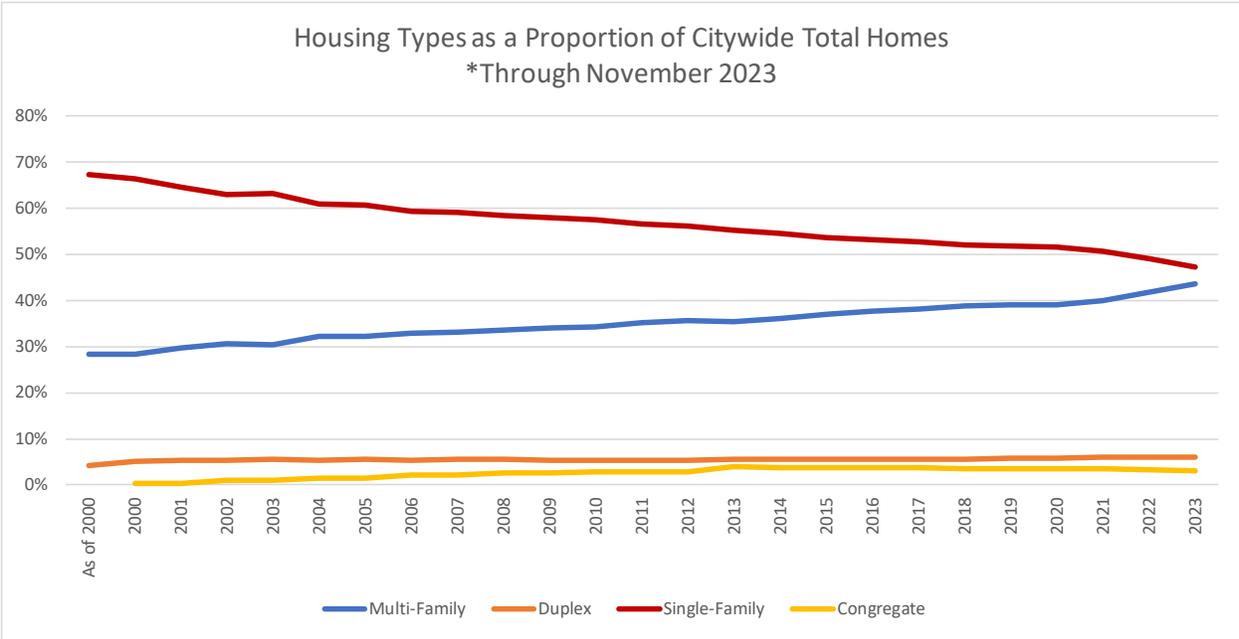
QUALITATIVE SUMMARY & DATA

	FY ’22	FY ’23
All Issued Permits	952	948
Zoning Permits	460	466

- The Planning and Zoning Office issued a total of 948 permits and certificates of compliance/occupancy in FY 22. Zoning permits were approximately equal to FY ’21 and FY ’22 in numbers, though the types were somewhat different.
- Residential construction increased substantially this year compared to the previous year and the City’s historic average. Permits were issued for 473 new homes, the majority of which were in City Center. Below is a table of new homes’ permit (by calendar year) from 1980 to present:



- Types of housing: The majority of the City’s new housing, for many years now, has been multi-family (3+ homes in a building). The table below shows how over the past 20 years, multi-family housing has grown from about 30% of our total at the turn to the century to close to over 45%, while single family homes have dropped by two-thirds of our total to under 50%.



Each year we remind residents of the need to obtain a zoning permit when making repairs or renovations which exceed \$5,000 or if you are changing the footprint of your home (deck, porch, sunroom, etc.), regardless of cost, as well as any accessory structure (shed, detached garage, etc.), also regardless of cost. If you have any questions about whether your project requires a permit, please contact the Planning & Zoning office at planning@southburlingtonvt.gov or call 846-4106.

FY 2023 GOALS AND PRIORITIES

- Continue to provide top-level customer service for all users
- Provide consistent, objective, and thorough development review and enforcement services
- Complete adoption of CityPlan 2024
- Update to the City's Land Development Regulations, including amending the City Center Form Based Code to meet community needs, updating transportation demand management standards, meeting the requirements of the recently-adopted Act 47, and supporting the City's Climate Action goals.
- Continue implementation of Climate Action Plan
- Complete update to the City's Transportation Impact Fees
- Continue to foster smart development in the City Center area
- Support and complete initiatives to conserve land in areas throughout the City
- Develop integrated work plans across committees & departments using the Comprehensive Plan as the foundation
- Provide staff and Board training to assure we maintain the top department in the State
- Continue digitization of documents and processes
- Support capital project scoping, design, and permitting

A Final Note

I would like to personally thank each and every person who we have worked with this past year. The effort to provide the full spectrum of services and be nimble to meet the unique challenges of the pandemic was, and remains, herculean. To our staff, Kelsey Peterson, Marla Keene, Betsy Brown, Marty Gillies, and Nick Atherton (who we welcomed in June '23), thank you. Your dedication, professionalism, and caliber of work are second to none. To our volunteers through various boards and committees, your service to the community is hugely appreciated. And to all of our community members, thank you for your support; it remains an honor and a pleasure to serve this great City.

POLICE DEPARTMENT (INCLUDING DISPATCH)

DEPARTMENT OVERVIEW

During FY 23, the department operated within the following structure: Patrol Division, Administration, and the Community Justice Center.

The patrol division is led by Lt. Chris Bataille, who has been with the organization since 2011. The patrol division is staffed with twenty-one employees, who provide police services to the city 24 hours per day, 365 days per year.

The administration division of the police department is led by Lt. Gregg Jager, who has been with the organization since 2004. The administration division of the police department is responsible for our Emergency Dispatch Center, Records Division, Bureau of Criminal Investigation, Youth Services, Traffic Safety, Training and Recruitment, and the Human Trafficking Case Manager.

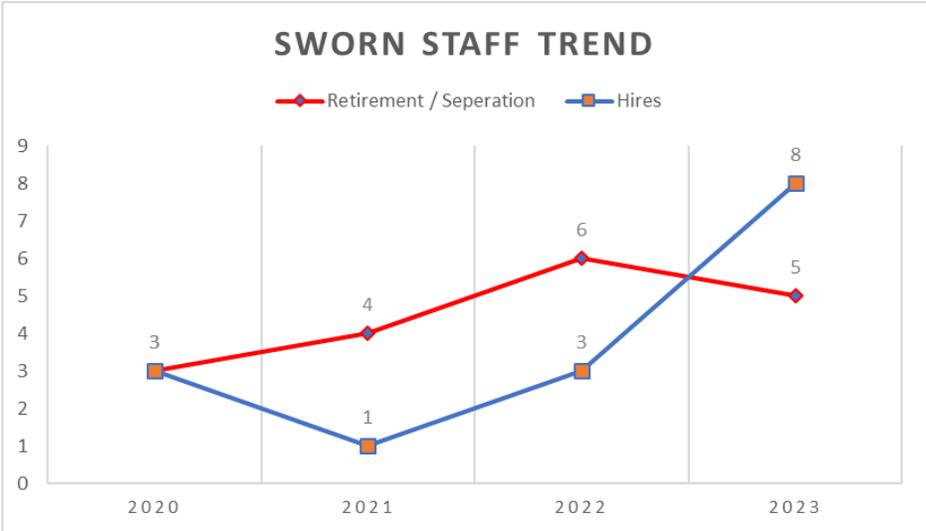
The Community Justice Center is led by Josef Lavanway, who has been our Executive Director since May of 2022. The Community Justice Center provides restorative practice to resolve crime and disorder, parallel justice for those community members effected by crime, and conflict mediation services.

The department responded to 11,315 total incidents in FY 23, and operated within the approved budget of \$5,760,136.23.

ACCOMPLISHMENTS – QUALITATIVE DATA

Recruitment and retention of staff has remained a top priority for the department. The department was able to hire more officers than we lost in FY 23 which has had a number of positive impacts; ensuring work life balance of our team, providing fully staffed patrol shifts to meet the City’s public safety needs, and the opportunity to build succession planning across all ranks of the department.

The following graphic illustrates the workforce improvements realized by the department:



The department completed the implementation of cruiser camera technology, which is fully integrated with our body-worn cameras. This technology is intuitive to police operations and captures valuable evidence—a body of evidence that is useful in the investigation and prosecution of criminal activity, useful in terms of evaluating officer performance and identifying areas for training, and helpful in providing an

independent record of police interactions with the public to insure the highest level of transparency. This project began in FY 22, but, due to supply chain issues, was not fully implemented until FY 23.

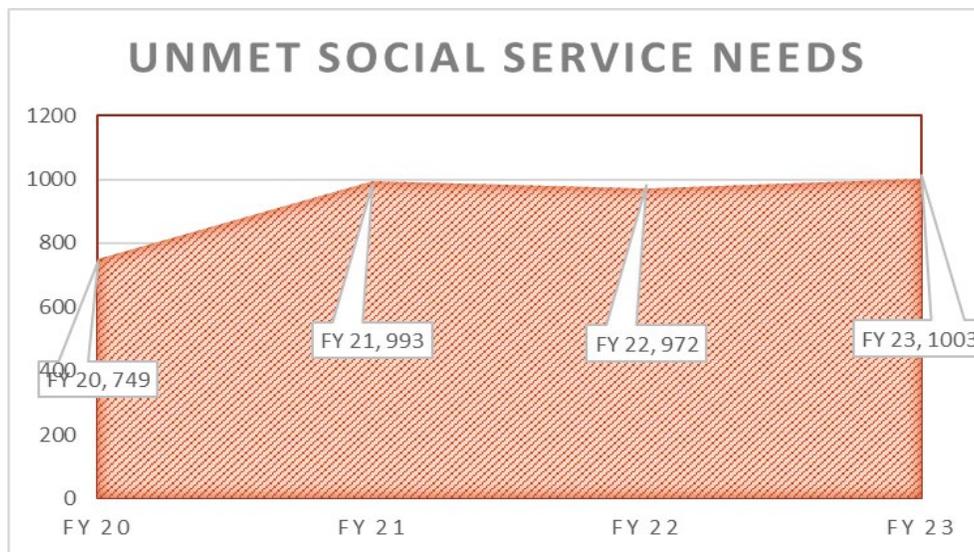
In accordance with the Climate Action Plan, two hybrid patrol cruisers were purchased in FY 23. The department deployed two Ford Hybrid Utilities in quarter four of the fiscal year. We are in the process of collecting fuel consumption data to compare against the fuel consumption of our traditional police cruisers.

The FY 23 budget included ARPA funds earmarked to upgrade the consoles used in the Emergency Dispatch Center. As this project was advancing, the future of the CCPSA regional dispatch initiative came into question. Ultimately the CCPSA regional dispatch project was suspended due to the fiscal constraints of one of the member communities. The department took this opportunity to examine the demands facing our dispatch operations; the need to modernize technology and prepare for additional human resources became apparent. The department has subsequently taken up a remodel project for the center, which is underway in FY 24.

QUANTITATIVE DATA

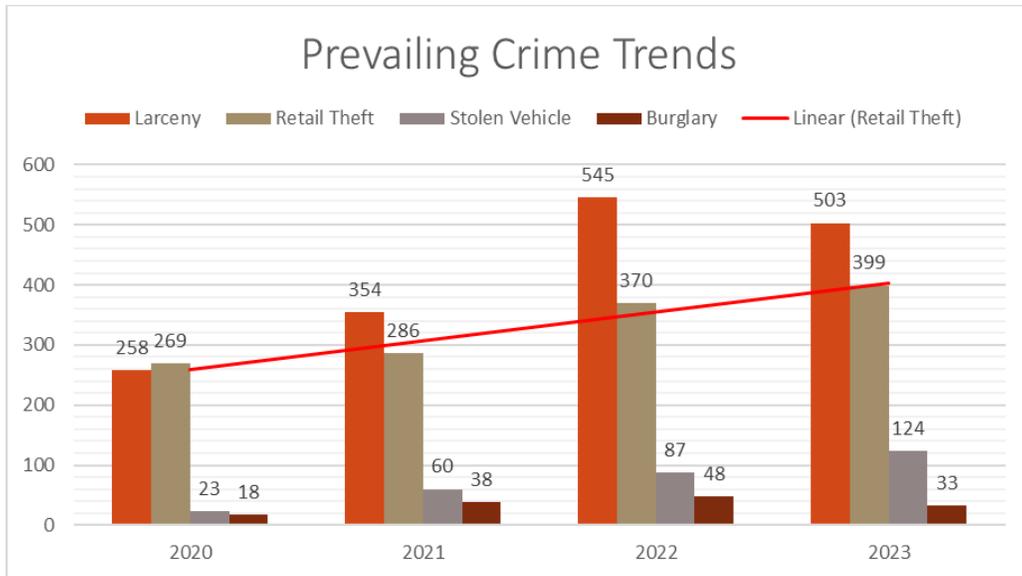
The department continues to face a number of challenges related to operational demands. In terms of raw incident count, the agency saw an overall decrease in the number of incidents FY 20–22. This trend has now turned upward in FY 23, while arrests continue to decrease gradually:

The reduction of raw incident numbers and arrests appear to be related to two things: officer availability and the complexity of prevailing incident types. Both factors cut drastically the amount of time officers have for proactive enforcement, e.g. traffic enforcement, community outreach, foot patrols. The department has been tracking a marked increase across a series of incident types best described as calls related to unmet social service needs, mental health crisis, welfare checks, suicidal persons, intoxication, and overdose response. The below graphic illustrates this trend post pandemic:



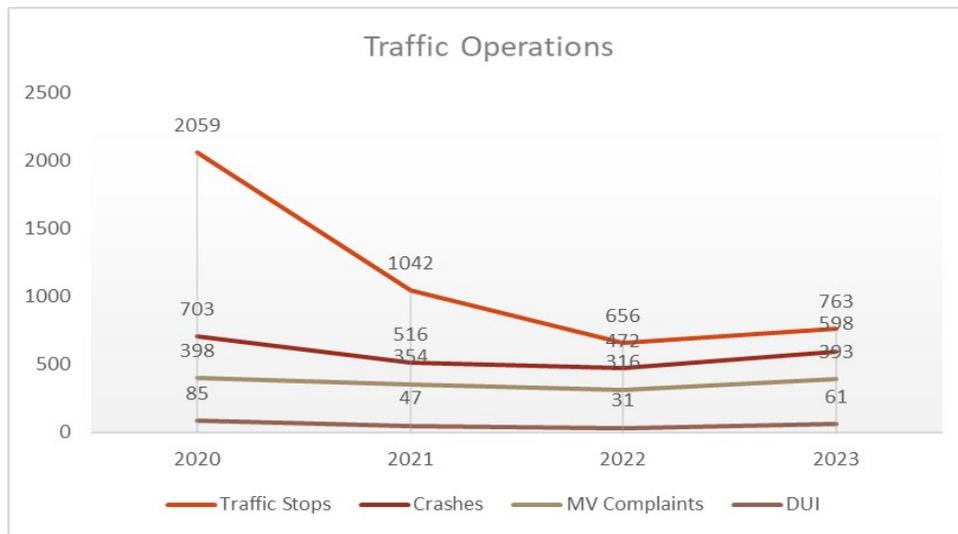
Despite our investment in the Community Outreach program, these call types are increasing. This is not to say that the Community Outreach program isn't helpful—the team remains vital to modern policing. The demands on social services in the State of Vermont have overwhelmed existing systems of care and are subsequently impacting local public safety services.

The department continues to see noticeable increases in a number of criminal offenses. The following chart illustrates the growing trends of larceny (theft), retail theft, and stolen vehicles:



The rate of retail theft in the community has cut at the economic vitality for some merchants and has eroded the level of safety our retail community senses. Incidents of stolen vehicles and larceny could be greatly reduced if neighbors were more vigilant in three ways: lock vehicles when not in use, do not leave valuables in unattended vehicles, and never leave a vehicle unattended with the keys in it.

The department continues to use evidentiary methods to identify traffic enforcement strategies, which are both effective and legitimate in the eyes of the community. These efforts resulted in a 14% increase of traffic stops overall and a 100% increase in DUI apprehension FY 22–23. Reported crashes continued to rise despite increased enforcement:



FY 24 GOALS AND PRIORITIES

The department remains focused on recruitment and retention of staff, along with succession planning in FY 24. A process to identify the next Deputy Chief of Police will be conducted, involving staff and community stakeholders. Additionally, the department will endeavor to offer formal leadership training across all ranks in order to prepare for the future.

Hybrid technology will be leveraged in the FY 24 cruiser purchase. This investment will be made in front

line patrol vehicles—an area of operations where we anticipate hybrid technology offering reduced fuel consumption and greenhouse gas production, particularly at idle.

The department will transition pistol platforms in FY 24. This opportunity will provide all officers with the same pistol, this enhances interoperability and inclusivity. For the first time in a decade, all officers, despite their size or gender, will carry the same pistol.

Continued call data analysis and the rate of development in the city remains a focal point. Though the department attempted to assess our size and efficacy in FY 23, we simply lack the analytical expertise internally. The department will continue to evaluate the operational demands with the hope of identifying calls for service that could be attended to by another resource. A future fiscal year proposal will likely be a request for a formal assessment of the department as it pertains to service demand.

Lastly, the department aims to further evolve our progressive policing practices while maintaining our excellent level of service to the community. It is my distinct honor to serve the City of South Burlington as your Police Chief. Your feedback is always welcome via our web site [compliment complaint link](#).

Respectfully submitted,

Shawn P. Burke

Chief of Police

DEPARTMENT OF PUBLIC WORKS

DEPARTMENT MANAGERIAL STAFF

Tom DiPietro	Director	17 years with the city
Adam Cate	Deputy Director of Operations	13 years
Dave Wheeler	Water Resources Engineer	8 years
Erica Quallen	Deputy Director of Capital Projects	1 year
Bob Fischer	Wastewater Superintendent	8 years
Jay Nadeau	Drinking Water Superintendent	15 years with CWD
Marisa Rorabaugh	Stormwater Superintendent	1 year

DEPARTMENT DIVISIONS AND THEIR RESPONSIBILITIES

Highway Division - 14 employees

- Maintain the City's public infrastructure including roads, sidewalks, shared use paths, traffic signals, streetlights, wastewater collection system, street signs, and pavement markings.
- Conduct field inspection of all roadway construction work in the city.
- Maintain the City's fleet of vehicles and equipment.

	Budget	Actual
FY23 Expenditures	\$3,396,938.68	\$3,455,997.54
FY23 Revenues	\$1,436,855.38	\$1,432,156.44

Parks Maintenance Division - 5 employees

- Maintain the City's parks and shared use paths.
- Manage the City's urban forest and forested parks.
- Support the Recreation Department as their operational staff.

	Budget	Actual
FY23 Expenditures	\$399,642.54	\$449,498.68

Stormwater Division - 5 employees

- Maintain the City's stormwater infrastructure and manage the daily operations of the Stormwater Utility.
- Design and construct stormwater treatment projects and other improvements.
- Comply with federal, state, and local stormwater regulations.

	Budget	Actual
FY23 Expenditures	\$4,420,196.58	\$3,295,393.41
FY23 Revenues	\$4,413,052.57	\$3,506,060.94

Wastewater Division - 7 employees

- Operate the City's two wastewater treatment facilities: Airport Parkway and Bartlett Bay.
- Perform lab analysis of each facility's treated effluent to ensure permit compliance.
- Maintain three dozen sewer pump stations and miles of pressurized sewer pipe.

	Budget	Actual
FY23 Expenditures	\$5,074,576.74	\$5,733,373.57
FY23 Revenues	\$5,072,732.68	\$5,849,441.08

Water Division - 11 employees, including administration and technicians

- Contracted employees from Champlain Water District serve as our Water Division.
- Operate the City's water system, including pipes, hydrants, valves, and water meters.
- Maintain compliance with federal and state drinking water regulations.

	Budget	Actual
FY23 Expenditures	\$3,056,039.00	\$3,316,058.59
FY23 Revenues	\$3,056,039.00	\$3,300,243.53

FY23 Department Budget Summary – Overall the DPW's FY23 budget was \$16,347,393.54 and expenditures came in at \$16,250,321.79.

ACCOMPLISHMENTS AND EVENTS

Highway & Parks Maintenance Division

- Opened new Dog Park at Wheeler property.
- Completed Dorset Street paving phase 3 of 4. Paved Dorset Street from Garden Street to Aspen Drive.
- Completed construction of new bathroom facility at Veteran's Memorial Park.
- Purchased and put into service F600 mid-size plow with wing and salter to accommodate developments with narrower roads (e.g. South Village).
- Supported Illuminate Vermont event on Market Street.
- Continued support for South Burlington Night Out weekly summer events at Veterans Memorial Park
- Repaired and replaced 150 feet of asphalt path and associated drainage on the shared use path between Cedar Glenn and Szymanski Park.
- Purchased an electric traffic line painter in conjunction with the Energy Committee.

Stormwater Division

- Hired two new employees to the stormwater division. Ended FY23 with a fully staffed stormwater division.
- Promoted a long-time stormwater maintenance crew member to Stormwater Foreman upon the retirement of the previous long-serving Stormwater Foreman.
- Completed construction on the Lindenwood Stormwater project, which received \$303,574 in grant funding from the Vermont Agency of Transportation.

- Completed construction on the Burlington Country Club Gravel Wetland project, which received \$375,000 in grant funding from the Lake Champlain Basin Program and a State Design Implementation Block Grant.
- Construction of the Kennedy Drive Pond 2 retrofit project was awarded and broke ground in FY23. Construction will be completed in FY24. This project received \$253,616 in grant funding from the Vermont Agency of Transportation; final grant reimbursement to be received in FY24.

Wastewater Division

- High-quality effluent was produced from both South Burlington Wastewater Facilities. The Airport Parkway facility was awarded the National Association of Clean Water Agencies Silver award for 2023 and the Bartlett Bay facility was awarded the Gold Award. Bob Fischer was awarded the Green Mountain Water Environment Association (GMWEA) Elizabeth Walker Meritorious Service Award. This is the highest honor from GMWEA and is for "Outstanding Service to the Association." Bob was also included in the Marquis Who's Who 2024 biographies.
- A bond for up to \$34 million was approved for: (1) reconstruction of the Bartlett Bay Wastewater Facility, (2) reconstruction of four pumpstations in the Queen City/Bartlett Bay area, and (3) addition of a fourth influent clarifier at the Airport Parkway Facility and related improvements to solids handling.
- Water Quality staff wrote and submitted a grant for \$199,000 that was awarded for completion of an Industrial User Survey.
- Water Quality staff wrote and submitted a grant to the Vermont Department of Public Safety for \$66,196.06 that was awarded and will be used to install security cameras at both Wastewater Facilities and the City's two largest pumpstations.
- Repairs to the Hinesburg Road pumpstation were concluded. The building and generator sustained significant damage when they were impacted by a vehicle. The mural on the outside wall of the building was repainted.
- All 35 City-owned pumpstations are in full operation. The Water Quality Division continues to receive new pumpstations due to residential and commercial development in South Burlington. The Division maintains the most number of pumpstations of any municipality in Vermont (e.g. Burlington has 25 pump stations).

Water Division

- Continued with the installation of radio read units connected to all water meters to reduce the amount of time required to manually read meters, avoid misread meter reporting, and provide more real time readings.
- Completed all required routine maintenance including operating over 1,500 main line water gate valves and flushing all fire hydrants in the city.
- Began an intensive inventory of all water service lines in the city to comply with the EPA mandated lead service line inventory program. This work is due for completion in October 2024.
- Inspected new development plans and construction of water infrastructure to ensure safe and reliable water distribution.
- Responded to water leaks in a proactive manner to avoid unnecessary water loss and greater infrastructure damage.
- Upgrade of almost all meters over 2" in size to ensure better meter reading accuracy.
- Replaced 10 main line gate valves on Shelburne Road prior to the VTrans paving project. Replaced

three main line valves on Spear Street prior to the city paving project.

- Replacement of many customers' outside shut-off valves that have failed due to age.

QUALITATIVE SUMMARY & DATA

Highway

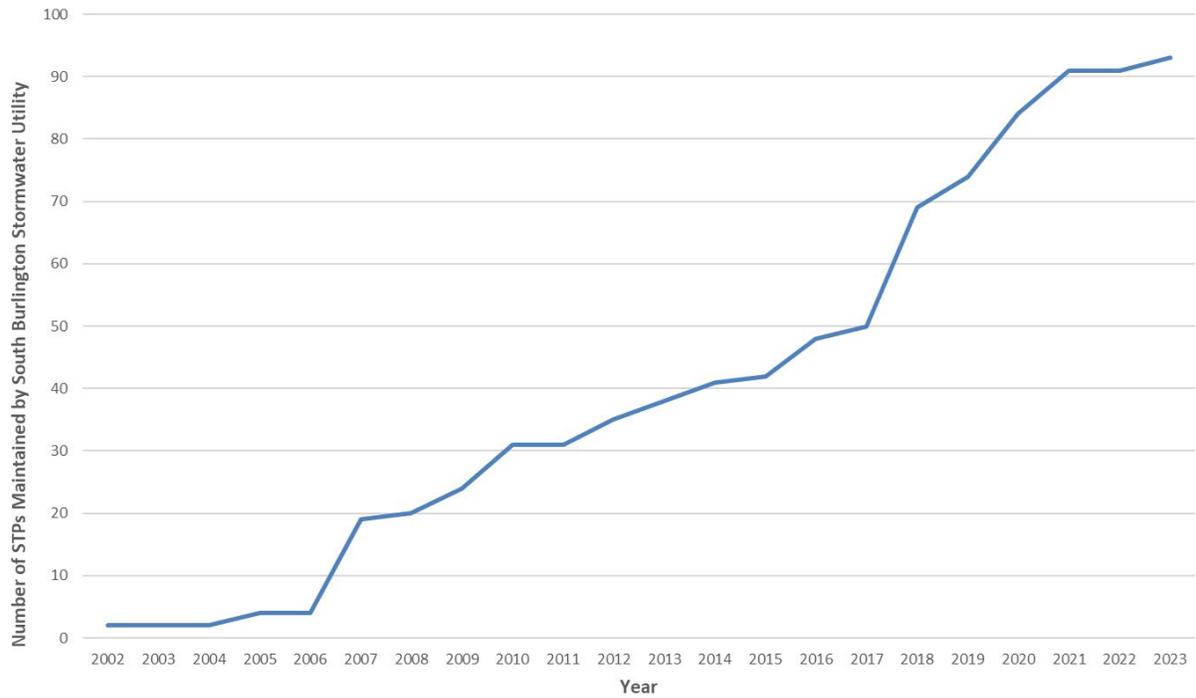
The highway division maintains all City roads, sidewalks, shared use paths, parks, urban forest, fleet replacement and repair, and related infrastructure (e.g. traffic signals, street lights, pedestrian crosswalks, gravity sewer lines, etc). As the City grows, the amount of infrastructure that our highway staff maintains also increases, as does the cost of maintenance. The City will continue to invest in equipment to reduce the amount of salt used to combat snow and ice, which negatively impacts local waterways. Multiple new neighborhoods will become City-owned and maintained in the next few years, and the highway division will need to expand staff and equipment to meet those needs.

In recent years, the City has focused on improvement of our shared use path network and included funding in the highway budget to address the ongoing maintenance needs of these facilities. In the last year, we have begun to evaluate the condition of our sidewalks. South Burlington has over 50 miles of sidewalk. To date, we've inventoried nearly a quarter of the sidewalk in the City and identified 0.57 miles of sidewalk (530 individual sidewalk slabs) showing distress. The majority of these distresses were classified as low or medium in severity. We look forward to finishing this work in the coming years and developing a plan to repair or replace distressed sections.

Stormwater

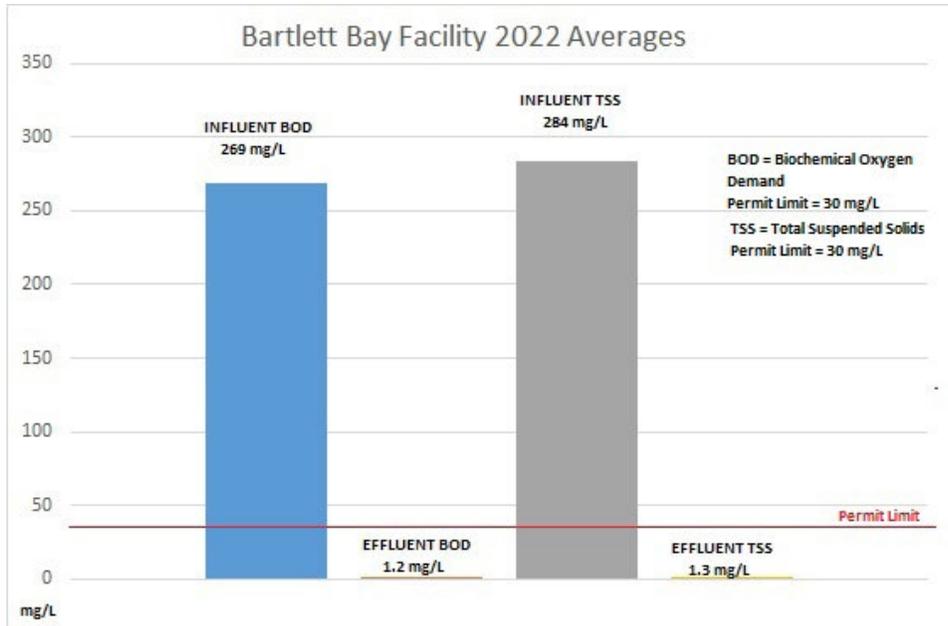
The South Burlington Stormwater Utility (SBSU) continues to make significant investment in capital improvement projects designed to treat and control stormwater runoff from developed properties. These investments are outlined in the City's Flow Restoration Plans and a Phosphorus Control Plan for Lake Champlain. The SBSU takes responsibility for management of these newly constructed stormwater treatment practices (STPs). This ensures maximum treatment efficiency due to the consistent maintenance performed by the stormwater crew. Additionally, the SBSU continues to work with homeowner associations to transfer responsibility for management of existing, privately operated STPs to the extensive roster of infrastructure maintained by the SBSU. As of FY23, the SBSU maintains 93 STPs of varying size and complexity across the City, with more expected to be added in FY24. In addition to maintenance work, SBSU staff performs repair and inspection of the City's extensive stormwater conveyance infrastructure, as well as biannual street sweeping operations.

Number of Stormwater Treatment Practices (STPs) Maintained by the South Burlington Stormwater Utility by Year



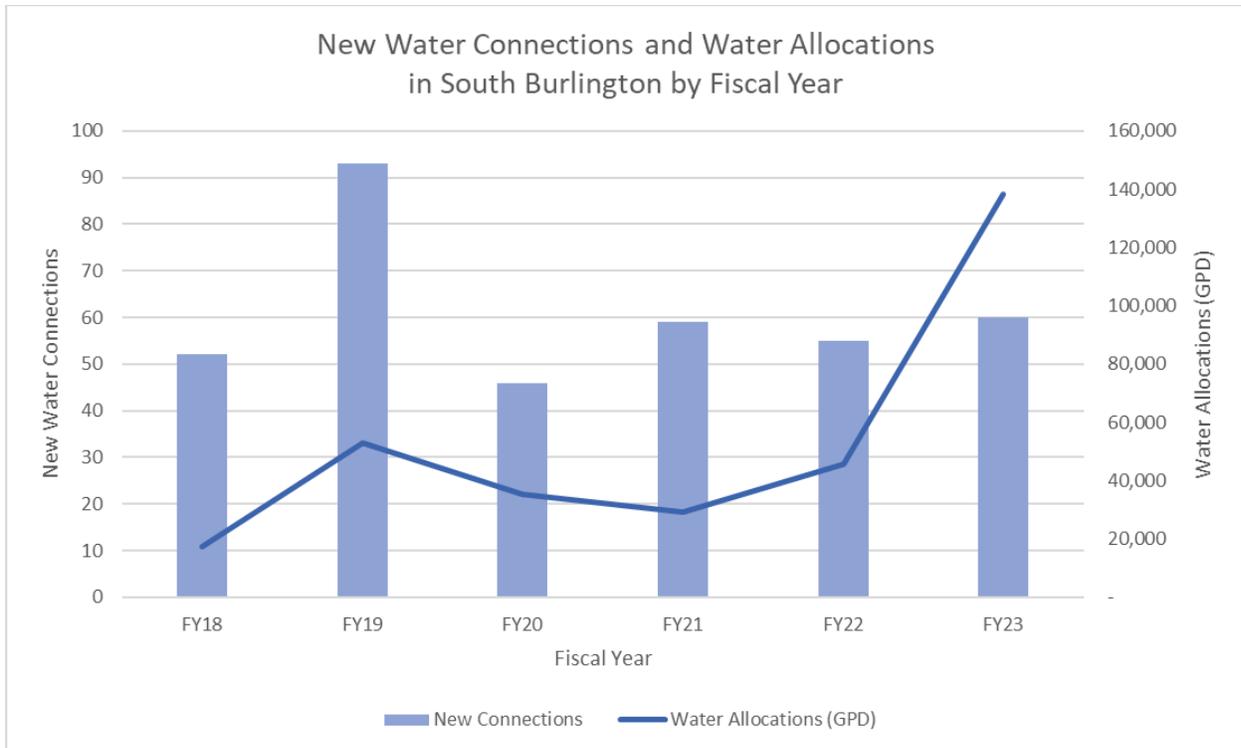
Wastewater

The Bartlett Bay wastewater treatment facility is scheduled for a major rebuild/improvement in the next two years. It was upgraded in 1970 from a large community septage tank, installed in the 1950s, to a primary treatment facility with some secondary treatment. In 1999, the facility underwent a major upgrade that added tertiary treatment utilizing the Kruger extended air design system. The facility has performed exceptionally well since that time, but much of the equipment is near the end of its useful life and showing signs of failure. The current rebuild/upgrade will include state-of-the-art energy management systems that will allow the facility to operate more efficiently, with minimal input of natural gas or fuel oil. The facility continues to produce effluent of very high quality as shown in the chart below.



Water

The City of South Burlington is growing! This growth can be observed in many ways, but is clearly visible in the number of water connections and allocations issued by the South Burlington Water Department over the past few years. Additional water connections help spread out the cost of water system maintenance and upgrades over more accounts. This growth has resulted in the need for additional water storage capacity in the City's "High Service" area. The High Service area generally includes all properties east of Spear Street, including City Center (the "Main Service" area generally includes all properties west of Spear Street). In order to meet this increased demand for water, the City will ask the voters to support a bond vote for construction of a new water tank near the existing tank on Dorset Street. This additional storage will ensure that our community has enough water to support growth, be resilient in the face of emergencies, and allow for improved maintenance of the existing tank.



FY 2024 GOALS AND PRIORITIES

Highway

- Continue to work on recruitment and hiring, in an effort to be fully staffed.
- Continue to investigate new electric machinery that may allow us to reduce our carbon footprint.
- Continue to reduce salt use during winter maintenance activities by investing in new mechanical means such as live edge plows and salt saver secondary plows.
- Complete Dorset Street paving phase 4 of 4, from Aspen Drive to Kennedy Drive.

Stormwater

- Complete work on the 12 “3-acre” site stormwater treatment upgrade projects currently being managed by the stormwater division.
- Continue to pursue and obtain grant funding for stormwater projects included in the City’s Flow Restoration Plans.
- Construct upgrades to the Bartlett Brook Stormwater Treatment System located off of Shelburne Road.

Wastewater

- Continue work on the Bartlett Bay Facility rebuild/upgrade. Implement strategies to reduce the facility’s carbon footprint, including consideration of using heat recovery from the differential temperatures in the wastewater.

- Continue work to improve solids handling at the Airport Parkway Facility.
- Continue work to upgrade the four Queen City Park/Bartlett Bay pumpstations.
- Produce high-quality effluent for protection of the environment and public health while working to reduce electrical usage and the City's carbon footprint.

Water

- Finalize updates and obtain City Council approval of the City water ordinance, last updated 2002.
- Complete engineering work and increase water storage capacity in the City's "High Service" area. Hold a bond vote to fund construction of an additional water tank.

RECREATION AND PARKS DEPARTMENT

DEPARTMENTAL OVERVIEW

The mission of the Recreation and Parks Department is to enhance positive community connections by providing quality active/passive recreation space and programs for the community to play, learn and grow. We aim to foster a supportive and constructive environment that embraces equity through inclusive decision making and mindful daily actions.

DEPARTMENT STAFF

Holly Rees	Director	Hired 2011
Brett Leonard	Recreation Specialist	Hired 2015
Travis Ladd	Special Projects Coordinator	Hired 2016
Rebecca Isham	Senior/Adult Recreation Specialist	Hired 2021
Nick Pillsbury	Recreation Specialist	Hired 2022

FY 2023 BUDGET

	Budget	Actual	+/-
Revenues	\$171,500.00	\$151,893.58	-\$19,606.42
Expenses	\$598,403.11	\$545,136.42	-\$53,266.69
CIP	\$100,000.00	\$99,990.50	-\$9.50

ACCOMPLISHMENTS AND EVENTS



Completed Court Refurbishment at Szymanski Park: Basketball and pickleball/tennis courts at Szymanski Park officially opened for play.



Illuminate Vermont: Successful completion of the Illuminate Vermont two-day event in mid-December. Participation numbers for the first night were 750, while the second night welcomed 1500. Lessons learned for how to shut down Market Street and formalize a process within the City staff to close for future events. Also established a brand for continued large community events within the city.



Bathrooms at Veterans Memorial: Construction of Veterans Memorial Park bathrooms were completed ahead of a May 1 opening. This doubled the inventory and allowed for individual stalls to support the needs of the park. Some groundwork remains to be completed.

Change in Leadership: Director Holly Rees began a dual role as incoming city clerk for May and June. This left the department with a half-time director, though all duties continued to be covered.

Consolidated Storage: Due to the school needs, storage at 577 was consolidated. Further discussion is needed to solve the long-term storage needs of the Recreation and Parks Department.

Staffing Shortage: Recreation Specialist left in April. This left a busy summer with only one general Recreation Specialist to manage the camp inventory, as well as support events and prepare for the upcoming season.

Contributions to City Plan: Worked as a department to provide feedback on the varied iterations of the City Plan, focusing on the need to catch up on deferred maintenance, create a parks master plan, and discuss an indoor recreation facility.



Opening of Wheeler Dog Park: Wheeler Dog Park officially opened in October of 2022.

Began design work for renovation of Farrell Dog Park: Design work began to address the long-standing water issues down at Farrell Park.

Hubbard Park Phase 1: Worked with consultants to design parking lot, paved pathway, viewing area, and art installation at Hubbard Park.

QUALITATIVE SUMMARY

Reconcile Deferred Maintenance in the CIP

- Advocated for ARPA funds
- Increased annual CIP contribution
- Seek alternative funding sources/grants
- Coordinated project management through DPW

Enhance Maintenance in Parks

- Worked with DPW to establish maintenance plans for parks

Increase Community Event Inventory

- Increase family events: Family Skate Nites, Ventriloquist
- Large-scale engagement : Illuminate Vermont

Community Service Collaboration

- Took lead in Green Up Day initiatives

Passive Recreation Programs

- Advocated for funding Parks Master Plan
- Exploration of permanent story walk within recreation path inventory

Develop Positive Dog Culture

- Worked with Friends of Dog Park Group to support April Stools event
- Opening of Wheeler Dog Park

Program Inventory Growth

- Preschool: Tykes Scramble events
- Youth: discussed need to create a Positive Youth Sports Alliance with stakeholders
- Teen: proposed creation of Recreation Teen Council with SBHS
- Adult: brainstormed Indoor and Outdoor League Play, Trivia Nights, Paint, and Sips
- Nature; Coordinated guided hikes, Weed Warrior, and night hike programs
- Discussed the need to coordinate with local higher education to implement a robust intern program to support implementation of new initiatives

Equity

- Increased scholarship funding through the budget
- Ensure new park amenity developments have accessibility measures at Hubbard

Support Community Access of Facilities and Resources

- Increased Senior Center rentals
- Supported marketing Wheeler House rentals/events
- Moved all rentals to online portal

Increase Community Garden Capacity

- Identified additional site for community garden at Jaycee Park
- Researched volunteer job description for Garden Stewards

Recreation and Parks Contributions to the Comprehensive Plan

- Reviewed existing comprehensive plan
- Recommended changes/additions from Recreation and Parks perspective

FY 2024 GOALS AND PRIORITIES

Reconcile Deferred Maintenance in the CIP

- Advocate for funding within budget
- Increase annual CIP contribution expectation
- Seek alternative funding sources/grants

Increase Community Event Inventory

- Creation of adult tournaments for scholarships: Cornhole and Kickball
- Additional family events: ticketed events in the Auditorium
- Large scale engagement: Summer Farmer's Market and Spring Parade

Implement Phase 2 of Senior Center Programming

- Increase meal frequency during the week
- Promote weekend and evening programming
- Sponsored monthly special events
- Increase to Sunday rentals

Community Service Collaboration

- Coordinate marketing efforts with Library
- Increase participation in pop-up events throughout South Burlington
- Launch remote service delivery vehicle program in partnership with library
- Take lead in Green Up Day Initiatives with Service Groups celebration event

Passive Recreation Programs

- Initiate Parks Master Plan process
- Creation of permanent story walk within recreation path inventory
- Research locations and funding for disc golf, sand volleyball, horseshoes, and pump track
- Trails Identification and Promotion Plan – internship opportunity

Develop Positive Dog Culture

- Work with Friends of Dog Park Group to support events
- Reopening of Farrell Dog Park

Program Inventory Growth

- Preschool: Tykes Scramble event and gymnastics, dance, art, karate programs
- Youth: creation of Positive Youth Sports Alliance
- Teen: creation of Recreation Teen Council with SBHS
- Adult: Indoor and Outdoor League Play, Trivia Nights, Paint, and Sips
- Nature; Hikes, Talks, Walks, Kayaking
- Engage in robust intern program to support program implementation

Equity

- Sponsorship efforts to enhance scholarship fund
- Review Program Pricing Pyramid to include level of free programming

- Collaborate with Special Olympics for specialized programming
- Ensure new park amenity developments have accessibility measures
- Begin planning for “playground for all”

Support Community Access of Facilities and Resources

- Utilize Senior Center rentals
- Support marketing Wheeler House rentals/events

Increase Community Garden Capacity

- Identify additional sites in the community
- Work with Parks staff to ensure capacity to install and support additional gardens
- Create official Community Garden Handbook with FAQ’s
- Create volunteer job description for Garden Stewards



Bicycle and Pedestrian Committee



Public Library Board of Trustees



Public Art Committee



COMMITTEES & BOARDS



Energy Committee



Natural Resources and Conservation Committee



AFFORDABLE HOUSING COMMITTEE

COMMITTEE OVERVIEW

The Affordable Housing Committee’s mission is to increase the availability of safe and affordable housing in the city, particularly for households with incomes no greater than 80% of the median for the region. To this end, it provides guidance and policy recommendations to the Planning Commission and City Council, educates the community about housing needs, and collaborates with regional municipalities and housing partners. For additional information, please visit: https://www.southburlingtonvt.gov/government/city_committees_boards/affordable_housing_committee.php

Members	Term
Janet Bellavance	2024
Leslie Black-Plumeau	2024
Vince Bolduc	2023
Sandra Dooley (Vice-Chair)	2025
Tom Getz	2025
Emily Holt-Gosselin	2025
Ariel Jensen-Vargas	2024
Darrilyn Peters	2024
John Simson	2023
Chris Trombly (Chair)	2023

ACCOMPLISHMENTS

- Committee met 14 times in the fiscal year 2023.

Policy recommendations for the Planning Commission and City Council of South Burlington:

- Fair Housing Month Declaration: advocate for City Council to designate April as Fair Housing Month to underscore our commitment to equitable housing.
- Proclamation of Inclusion: recommend City Council endorse a Proclamation of Inclusion to affirm our dedication to diversity and inclusivity.
- Encampment Policy Adoption: support the establishment of an Encampment Policy with robust personal property protections, formalized as a city ordinance.
- City Plan 2024 Housing Goals: propose inclusion of specific, measurable Housing Goals in City Plan 2024 to guide sustainable and inclusive housing strategies.
- Housing and Community Development Funding:
 - Allocate up to \$100,000 for a comprehensive Assessment of Housing Needs and Opportunities.
 - Invest \$225,000 in a pilot program to facilitate 10–15 Accessory Dwelling Units (ADUs).
 - Commit approximately \$1 million in discretionary funds to enhance child care programs for local families.
- Advocated for targeted project funding:

- Allocate \$300,000 each to Cathedral Square and Champlain Housing Trust for significant property renovations.
- Direct \$500,000 to a collaborative effort for the development of affordable homes in Dorset Commons.
- Increase ARPA Affordable Housing funds by \$300,000 to support the development of 71 affordable rental units at Summit at O'Brien Farm.
- Housing Needs Assessment Consultant: budget \$15,000–\$20,000 for an external consultant to perform a comprehensive housing needs analysis.
- Weatherization Program Investment: Direct ARPA funds to enhance residential weatherization initiatives, complementing existing programs.

To educate and engage the community about housing needs and initiatives

- Host Fair Housing Month activities, including a book discussion group on Junny Schuetz's "Fixer-Upper," in collaboration with CVOEO and the South Burlington Library.
- Participation in the Housing & Shelter session, evidencing strong community interest and engagement across various city sectors.

Collaborates with regional municipalities and housing partners

- Attend the VT Statewide Housing Conference.
- Attend CCRPC Housing Convening
- Promotion of Fair Housing Month with CVOEO

BOARD OF CIVIL AUTHORITY & BOARD OF ABATEMENT

BOARD OVERVIEW

The governance and responsibilities of the South Burlington Boards of Civil Authority and Abatement are established by state statute. The Board of Civil Authority hears appeals of assessed real estate value and conducts all elections. The Board of Abatement hears requests from taxpayers for tax abatement under any of seven criteria set out in state statute. The two most frequent abatement criteria used in South Burlington are for fire loss and inability to pay. Inability to pay requests have been rarely granted, and even then they are temporary. These two Boards operate under quasi-judicial rules, acting to hear evidence from the City and the citizen and render a decision in writing after a closed, deliberative session.

Board of Civil Authority and Board of Abatement are made up of all elected officials in the City:

MEMBERS

Justices of the Peace

Chris Shaw – Chair of BCA/Chair of Board of Abatement
Chris Trombly – Vice Chair of BCA
Jessica Quinn – Vice Chair of Board of Abatement
Al Gross
Barbara Gross
Jason Kirchick
Maurice Mahoney
Patrick Mahoney
Bob Nowak
Lynn Vera
Cecile Wagner
Laura Benner
Jacob Martinez
Sheldon Katz

City Councilors

Tyler Barnes
Tim Barritt
Andrew Chalnack
Meaghan Emery
Helen Riehle

City Clerk (Clerk of the board)

Donna Kinville

ACCOMPLISHMENTS AND EVENTS

- The Board of Civil Authority met eight times during the fiscal year for election preparations and election training.
- The Board of Civil Authority oversaw three elections in FY 2023, which were the Town's Annual Town Meeting in March, the State's primary in August, and the General Election in November, all of which had average turnout. The Board continued some COVID-19 restrictions from previous elections: pens were handed out at the check-in table and sanitized after each use, the flow of the voters continued

to be one way to reduce everyone’s contact, and hand sanitizers and masks were made available at the polls.

- The Board of Civil Authority received one property value appeal and met two times to hear those. The Board successfully heard all appeals that were not withdrawn by the appellant.

QUALITATIVE SUMMARY

The City of South Burlington Vision and Goal of “Affordability and Community Strong” to ensure transparent and accessible government applies to both Boards. To accomplish this, the goals for the two boards include:

- Increasing the commitment of Justices of the Peace to Board responsibilities
- Increasing Board member understanding of Vermont statutes related to the function of the Boards
- Ensuring appellants understanding of the appeals process
- Providing comment on Board-related legislation
- Ensuring well-staffed and managed elections
- Ensuring adequate financing for Board responsibilities, especially elections

FY 2024 GOALS AND PRIORITIES

- Completion of any Property Tax Assessment Appeals for residential and commercial parcels
- Assist the City Clerk with the Town Meeting Day election
- Acquire and maintain a Dominion Voting Systems high-speed scanner
- Explore expansion of the number of Justices of the Peace (presently 15)—due to increased election demands—through legislative action, starting with Charter Change Committee recommendations
- Encourage new legislation from Montpelier to streamline the time-consuming write-in tabulation on election days so that excessive time is not spent on minutiae in the counting/tabulating process.
- Advocate for essential funding and support for the City Clerk in the election, appraisal, and abatement processes.

ACKNOWLEDGMENTS

Special thanks to City Clerk Donna Kinville and her office. With the expansion of a new voting district giving South Burlington five districts instead of the previous four, the City Clerk’s Office was solid! The new Dominion Voting Systems tabulators are a welcome upgrade and increase the BCA’s efficiency and accuracy in counting and managing the votes. We continue to push for the acquisition of a high-speed scanner, as we are using one on loan from Dominion in these last elections.

City Councilors, including Helen Riehle, Meaghan Emery, Tim Barritt, Matt Cota and Thomas Chittenden, were indispensable help in the three elections over this past year.

We welcome new faces to the board in Sheldon Katz, Jacob Martinez, Laura Benner, and Jessica Quinn. The increased demands of a fifth voting district makes it important to expand the number of our Justices of the Peace so we can have sufficient oversight of our elections.

BICYCLE AND PEDESTRIAN COMMITTEE

COMMITTEE CHARGE

The South Burlington Bicycle and Pedestrian Committee (SBBPC) is charged with advocating for the City’s new and existing bicycle and pedestrian infrastructure, including shared use paths, sidewalks, bike lanes, crosswalks, and trails. SBBPC also advises City Council on matters concerning bicycle and pedestrian safety, policies, and current and future operational needs.

COMMITTEE MEMBERS

Havaleh Gagne (Chair), Bob Britt (Vice Chair), Nic Anderson (Clerk), Amanda Holland, Dana Farr, Donna Leban, Doug Goodman, Ann Ellen Mason, Joel Klug

City Staff Liaison: Erica Quallen, DPW Deputy Director of Capital Projects

ACCOMPLISHMENTS AND EVENTS

Project Progress in FY23

- 3 crosswalks with Rectangular Rapid Flashing Beacons (RRFBs) were constructed at (1) Williston Road and Pine Tree Terrace/Davis Parkway, (2) Williston Road near Mills Avenue, and (3) Patchen Road at Jaycee Park.
- Held public meetings for projects including the Multi-Site Crosswalk Feasibility Study, Kennedy Drive Shared Use Path Lighting Study, and 2024 City Plan Transportation Discussion.
- Provided input on projects including, but not limited to, the I-89 East-West Crossing, City Center Park Path and Boardwalk, and Spear Street Shared Use Path projects.



Committee Members (from left to right) Havaleh Gagne, Donna Leban, Doug Goodman, and Ken Burkman painting the Penny for Path Stencil on the new crosswalk at Jaycee Park.

Progress Towards FY23 Priority Areas

Priority Area #1: Cultivate and maintain a network of bicycle and pedestrian infrastructure that provides a safe and accessible connection for all residents.

- Participated in FY24 CIP process and made recommendations on allocating Penny for Paths funds.
- Updated Safety Priorities and Recommendations through ongoing discussions with DPW.
- Advocated for allocation of ARPA Funds to be used as a local match on the awarded Hinesburg Road Shared Use Path grant.
- Inventoried path, sidewalk, shared use path, and striping conditions to inform DPW maintenance efforts.

Priority Area #2: Strengthen communication with the South Burlington community on bike and pedestrian network needs, priorities, and successes.

- Committee members continue to attend meetings of other committees across the City and participate in local and regional bicycle and pedestrian events.
- Successfully advocated to City Council to add a \$30,000 line item in the FY23 budget for bicycle and pedestrian infrastructure maintenance.
- Published articles in The Other Paper related to bicycle and pedestrian infrastructure and use.

Priority Area #3: Promote a culture of using the bike and pedestrian network as a pleasant, safe, and easy alternative for transportation to school, work, recreation, and activities of daily living.

- Ongoing work amongst committee members to undertake Safe Routes to School initiatives.
- Participated in the Transportation Sector Climate Action Implementation Plan Advisory Group to continue progress on carbon-neutral transportation policies and actions.

QUANTITATIVE DATA

- All RRFBs in the City have been upgraded to be fully compliant with ADA requirements and include the latest technology.
- Over 6.5 miles of roadway re-striped to include 10-foot wide vehicle lanes to accommodate at least 5-foot wide bicycle lanes.
- Helped engage with 269 people who live, work, and play in South Burlington that responded to the Transportation Sector Climate Action Implementation Plan community questionnaire.

FY 2024 GOALS AND PRIORITIES

Affordable and Community Strong: Creating a robust sense of place and opportunity for our residents and visitors.

- Provide guidance to City Staff on the development and deployment of the Recreation Path wayfinding package and regulatory signage.
- Work with Local Motion to support community events, resources, etc. (e.g., bicycle valet parking at events, community rides)

Opportunity-Oriented: Being a supportive and engaged member of the larger regional and statewide community.

- Participate in scoping studies, planning efforts, and development review applications that impact bike and pedestrian modes of travel and monitor the integration of the preferred alternative or permit condition through to construction.
- Coordinate with Local Motion and other state bicycling advocacy organizations to bring about better bike/ped facilities.

Walkable: Bicycle and pedestrian friendly with safe transportation infrastructure.

- Work with City staff and the CCRPC to develop the Active Transportation Plan.
- Coordinate with the Recreation & Parks Department, Public Works, and appropriate City Committees to ensure City trails and paths are accessible and maintained.
- Support City Staff in conveying the progress of projects funded by the Penny for Paths Initiative with signage and announcements to indicate infrastructure improvements “coming soon” or completed.
- Identify partnerships to aid the education of all modes of travel (automobile, e-assist devices, and non-motorized) on the rules of the road and use of the South Burlington network.
- Increase awareness of South Burlington as a bikeable, walkable city through community outreach, digital/paper maps, signage, and community surveys.
- Communicate with City staff to develop ways of reducing vehicle speeds to promote a safer environment for bicyclists and pedestrians.

Green & Clean: Emphasizing sustainability for long-term viability of a clean and green South Burlington

- Communicate bike and pedestrian network needs, priorities, successes through announcements, events, meetings, digital/paper maps, and publicity.
- Publicly advocate for greater alternative transportation use to reduce use of fossil-fuel-burning vehicles for local trips.

Core Municipal Services and Administration

- Engage closely with City staff on the allocation of the Penny for Paths Fund through the CIP development and grant applications, as well as assist in strategic planning for implementing priority projects.
- In coordination with City Staff, monitor the condition of the bike and pedestrian network (paint, signage, surface condition) and report maintenance concerns.

Comprehensive Plan Update

- Annually review and provide updates to the mapped data of bike and pedestrian infrastructure (existing and proposed GIS datasets) to maintain an accurate record of the system.

City Center and Tax Increment Financing District

- Support City staff in their plans for bicycle and pedestrian projects including the I-89 East-West Crossing, Williston Road Streetscape, Garden Street connections, and City Center Park Boardwalk.

Climate Action Plan

- Participate in the City's implementation of the Climate Action Plan through a committee liaison, cognizant of the important roles micromobility and non-vehicular travel play in a carbon-neutral future.
- Partner with Energy Committee and communicate with South Burlington schools to increase bus, public transit, bicycle and pedestrian commuting for students, staff, and residents (statewide Way to Go School program, Safe Routes to School program, and Committee's Neighborhood to Schools Greenway pilot).

CHARTER COMMITTEE

COMMITTEE OVERVIEW

The Charter Committee is convened from time to time to advise the City Council and community on governance questions related to our City Charter. In February 2022, the City Council convened the Charter Committee and requested that they “consider governance models, language updates, engage in a community feedback process, and prepare recommendations for the City Council.” The Council asked the School Board to appoint two members to the Charter Committee to ensure voices related to the local education system were heard. Additional information can be found here: https://www.southburlingtonvt.gov/government/city_committees_boards/city_charter_committee.php

Members	Term
Anne Gilson Lalonde	2025
Chuck Hafter, Vice Chair	2024
Donna Kinville	2025
Paul Engels	2026
Peter Taylor, Chair	2024
Travia Childs	Appointed by the School Board through March 2023
Carter Higgins	Appointed by the School Board through July 2023
Kate Bailey	Appointed by the School Board through March 2024

FY 2023 ACCOMPLISHMENTS

The Charter Committee held ten meetings in Fiscal Year 2023 and held two additional community forums.

To address the charge established by the City Council, the Committee educated themselves on our City Charter, met with elected and appointed officials from around the State, and developed a comprehensive summary document that outlined the pros and cons of various governance styles. Key questions this summary reviewed were:

- Should South Burlington have an elected mayor?
- Should South Burlington expand its City Council and/or School Board?
- Should South Burlington elect City Councilors and/or School Directors by District? Or should they run City-Wide/at-Large?

After developing this educational piece, over the course of the spring of 2023, the Committee released a community survey, held two forums, and attended several partner organization meetings to receive feedback. As a result of this feedback, the Committee developed a final report that was shared with the City Council in early Fiscal Year 2024.

CLIMATE ACTION

ANNUAL SUSTAINABILITY REPORT 2022-2023

In July 2021, the City Council adopted Resolution #2021-10, “Policymaking to Reduce Carbon Emissions And Counteract Climate Change.” The Resolution tasked the City’s Chief Sustainability Officer to “annually report to the City Council on the progress that the City is making on enacting the Climate Action Plan using standard tools and metrics and will verify that the City appropriately factors climate impacts into all applicable actions and decisions.”

I am proud to present the second annual report, below. We anticipate that moving into the third year of this report, it will report on the status of overall emissions by sector, updated from the base year in the Climate Action Plan, and on the sector-specific targets within the Plan itself. This year’s Report breaks our work on Climate Action into four categories, below:

1. POLICY MAKING

A. City Plan 2024

The City’s overall policy guide—the City Plan—was updated on its renewal schedule and is scheduled for adoption in early 2024. The Plan is the guidebook for the regulatory, programmatic, and capital investment priorities for the city. It is updated on an eight-year schedule under State Statute but has a much longer planning horizon. From the introduction:

City Plan 2024 is an expression of our values as a community, our goals for the future, and high-level actions identified to meet these goals. The overriding guiding principle of this Plan is to make every policy decision through the lens of climate resilience and reduction in greenhouse gas emissions, while recognizing other important goals in our diverse community. The Plan increases the City’s emphasis on the climate crisis and takes a stronger stance on how we need to both mitigate climate change itself and counter the effects of a changing climate.

The Plan includes four guiding principles:

- *Climate-Resilient.* Prioritize mitigating climate change impacts and reducing greenhouse gas emissions. Emphasize sustainability by rapidly shifting our energy profile to renewable and carbon-free sources and increasing energy efficiency. Promote clean air, clean water, historic conservation, environmental conservation, and recreational space for all residents.
- *Inclusive, Fair, and Just.* Be equity-oriented, transparent, equitable and fiscally responsible in governance. Support high quality of life, community belonging, public safety, housing affordability, and education for all people of varying incomes, lifestyles, and stages of life.
- *People-Oriented, Thoughtful, and Sustainable Built Environment.* Invest in a welcoming and walkable built environment, thriving neighborhoods, and a vibrant, pedestrian-oriented City Center. Build community through housing, parks, facilities, and infrastructure. Support a safe, resilient, and varied transportation system that promotes our built areas.
- *Collaborative and Engaged.* Be a leader and collaborator in the regional and statewide community. Support the city’s role as an economic engine for Vermont by encouraging community businesses and local job creation. Make decisions considering future implications on tomorrow’s South Burlington, Chittenden County, and Vermont.

B. Climate Action Implementation: Transportation & Government Operation Sector Plans

In October 2022, the City Council adopted the city's first-ever Climate Action Plan (CAP). The preparation of this Plan included an intent to prepare implementation plans within the identified sectors.

Two of these implementation plans were prepared this year and presented to the City Council.

The Transportation Sector Implementation Plan includes an overview of the sector, a detailed plan for each of the 11 High Impact Actions identified in the CAP, a summary worksheet of next steps for the identified Supporting Actions, and staffing and investment assessment to implement this work. Within each of the High Impact Action plans is a topic summary and estimated cost, implementation steps, opportunities for innovation, equity considerations, implementation considerations, and case studies.

The Government Operations Sector Implementation Plan is focused on the City's assets and operations. It includes an assessment of the City's buildings, vehicles, and equipment and a plan for their transition from fossil fuels to electricity and insulation. The Plan provides a capital investment summary and identifies the technology and capital replacement/upgrade schedule available and planned.

Implementation Case Study: Refueling Fire Trucks. The question – Is there a reason why the Fire Engines from the Holmes Rd. station travel every day to the Public Works on Patchen Rd. to refill their tanks? This was one of many issues discussed at several South Burlington staff listening sessions held this past summer and fall to identify ways to reduce the City use of fossil fuel. After some research, the answer was NO. Now the fire fighters at that station can refuel at any of three stations on Shelburne Rd. and three other stations in the area if they are on a mutual aid call.

The benefits were much bigger than originally thought. Over the course of a year, 1200 gallons of diesel fuel is saved, which reduces the GHG, green house gas, emissions by 12 mtCO₂e. It also means that 1000 employee hours can be used for more important work, keeps the engine in the area of the City that it is designed to serve, and reduces wear and tear on an expensive piece of equipment.

This is only one of several hundred responses that have been received in these listening sessions. Most are not as easy to address but all are being pursued in an effort to meet the targets set out in the City Climate Action Plan.

2. REGULATIONS & ORDINANCES

A. Heating and Hot Water Ordinance for new construction adopted

"An Ordinance relating to building and thermal construction: regulation of heating and service water systems in new buildings" was adopted in November 2022 and took effect in February. Under the ordinance, the primary heating system for new buildings must be fueled by carbon-free or renewable energy sources. New residential buildings must, additionally, have their water heating systems similarly sourced.

Implementation Reporting: As of December 2023, construction permits for 24 new homes and 5,000 s.f. of new commercial space that are subject to the provisions of the Ordinance have been issued.

B. Solar Photovoltaic Installation Regulations for new construction adopted

All new construction subject to the Vermont Commercial Building Energy Standards (CBES) that

was required under the LDRs to include a solar-ready zone must install now a Solar Photovoltaic (PV) system within that solar-ready zone. This amendment to the city's Land Development Regulations (LDRs) was adopted and took effect in May 2023.

Implementation Reporting: As of December 2023, construction permits for 196 new homes and 32,000 s.f. of new commercial space that are subject to this requirement have been issued.

C. Allowance for use of Transferable Development Rights for additional housing along Shelburne and Williston Road corridors adopted

The city's Transferable Development Rights system that allows development potential to be relocated from one area of the city to another was expanded in November 2022. Under the amendment to the Land Development Regulations, several zoning districts along the Shelburne Road and Williston Road corridors were designated as additional "receiving areas" for the transfer. The amendment raises or eliminates the cap on the allowed residential density in these areas. Now, with the purchase of TDRs from an identified priority conservation area (which removes that area from future allowance for development on site), the "receiving area" can have more housing in areas that are served by infrastructure and are identified priority areas for infill and redevelopment.

Implementation Reporting: As of December 2023, no permits for new construction have been issued using this provision; it should be noted that tools such as this typically have longer implementation timelines as projects have a long lead time from conception to construction.

3. CAP SECTOR GOAL AND TARGET EVALUATION

This fall, City and CCRPC staff have engaged in developing a system and structure to track emissions and the targets identified in the CAP. This would include running new data through the model used to develop the CAP's baseline inventory by sector of emission (base year 2019), as well as the sector-specific targets within the Plan. Staff will have an update early in the new year on this subject.

COMMITTEE ON COMMON AREAS FOR DOGS

COMMITTEE OVERVIEW

The Committee on Common Areas for Dogs shall be defined as any facet of community life pertaining to the interests, health and safety of dogs and citizens, including their presence in parks, on trails and in open spaces as deemed appropriate, by approval of the South Burlington City Council.

Our work and recommendations include activities that align with city priorities, such as climate change, equity, a welcoming and walkable community, as well as collaborating and engaging with others.

The CCAD is striving to ensure our focus addresses the interests and needs of dogs, dog guardians, and all members of our community. Our work focuses on identifying existing resources and challenges in addressing the current and future impact of dogs as members of—and visitors in—our community.

To achieve this, our committee is seeking information from experts and municipalities nationwide on the environmental and social impact of dogs, along with ideas and solutions. We have developed several methods of gathering data and input from our community, which has provided valuable information.

COMMITTEE MEMBERS

Betty Milizia, Chair	(3 yr term/ 2024)
Molly Besio-Joy	(3 yr term/ 2024)
Robyn Birgisson	(3 yr term/ 2025)
Linda Chaison	(2 yr term/ 2023)
Muriel More	(2 yr term/ 2023)
Lisa Yankowski, NRCC liaison	(1 yr term/ 2022)

ACCOMPLISHMENTS AND EVENTS

- Presented to City Council recommended facility changes to Wheeler Dog Park post-construction to ensure ADA accessibility and expansion in the SW corner, to recapture a portion of the area in the approved plan.
- Presented proposal to Council on the use of ARPA funds to address the needs and impact of dogs on our community.
- Developed matrix to track any reported dog incidents.
- Received and provided feedback to monthly staff reports on incidents.
- Reported to staff on recurring issues for winter maintenance at Wheeler Dog Park.
- Revised dog park rules to address health and safety issues observed and experienced by visitors and their dogs at Wheeler Dog Park.
- Developed survey regarding off-leash dogs, to be conducted summer of 2023.
- Hosted “April Stools Day” event at Wheeler Dog and Nature Parks.
- Provided input into preliminary plans for redevelopment of Farrell Dog Park.
- Participated in community forums regarding Comprehensive Plan 2024.
- Drafted preliminary CCAD work plan for FY23.

FY 2024 GOALS AND PRIORITIES

- Work towards increasing the amount of space available to off-leash opportunities for dogs.
- Develop plan for community education (signage, public meetings, media, classes).
- Gather community input on needs (targeted surveys, public meetings & events).
- Identify and recommend “needed” amenities at the dog parks, such as shade, water, and seating.
- Investigate strategies to address ongoing health and safety issues at the dog parks, while minimizing the need for law enforcement or oversight.
- Work with staff to determine value of collaborating with volunteers to assist in maintenance of dog parks.
- Follow up with staff on the installation of dog waste bag dispensers in various city locations. (Identified as City Council priority at FY23 retreat).
- Work with staff to revise and develop city ordinances and policies that support responsible dog ownership plan for dogs in public spaces to ensure health and safety for everyone and enjoyment for all.
- Assist in identifying the necessary resources to accomplish goals.
- Recommend a QR code be provided at Wheeler Dog Park for contributions, as recommend by patrons and other community members.

DEVELOPMENT REVIEW BOARD

BOARD OVERVIEW

Mission: The Development Review Board's mission is set forth in State Statutes. It is responsible for holding public hearings to consider proposals for land development, including applications for subdivisions, planned unit developments, site plans, variances, and miscellaneous applications, and to hear appeals of decisions of the City's zoning administrator. The Development Review Board's objective is to determine compliance of proposals with the city's Land Development Regulations.

Members: Dawn Philibert, Chair; Quin Mann, Vice-Chair; Mark Behr, Clerk; John Moscatelli, Frank Kochman, Stephanie Wyman, John Stern. Dan Albrecht served during the year but resigned prior to June 30, 2022.

ACCOMPLISHMENTS & EVENTS

In late FY 2022, the Board began to allocate a specific meeting review time for each application to ensure that all applications on the agenda could be heard by the Board during the meeting. The Board fine-tuned this process in 2023, which has been very successful in creating fairness, predictability of hearing times, and expectations. It has also given applicants a sense of how much detail the Board is looking for. Since implementing this procedure, all scheduled applicants have been heard, with continuations as necessary to continue discussion. The Board's docket trended lighter in FY 2022. While the reasons for this are likely many factored, two potential contributing factors include LDR changes to make more applications administrative, and a period of time following a very busy FY 2022 during which the development community in South Burlington is focused on construction rather than submission of new applications.

There were five versions of the LDR applicable during FY 2023. The earliest version was applicable during the end of FY 2022. The second version, adopted 11/22/2022, incorporated modifications to the City's Transfer of Development Rights program. The third version, adopted 12/05/2022, modified the boundaries of the C1-Auto and C1-R15 zoning districts and modified the uses allowed in the C1 and C2 districts. The fourth version, adopted 5/15/2023, exempted certain residential properties from the 100-ft wetland buffer imposed in FY 2022 and exempted human-made steep slopes from regulation. The fifth and final LDR version was adopted June 5, 2023 and required solar PV for some commercial buildings. No projects were reviewed in FY 23 that were subject to that final revision.

Below are some notable projects reviewed by the DRB over the past fiscal year.

Commercial Projects

- Site plan review of a 84,000 sf outpatient surgery center at 119 Tilley Drive. This project approved installation of a recreation path and reservation of land for a future roadway to connect to the recently approved O'Brien Eastview residential development, and will provide relief to the University of Vermont Medical Center's overtaxed surgery departments.
- Sketch plan and one final plat meeting for a mixed-use of 6,000 sf commercial and 30 units multifamily residential at 760 Shelburne Road. The Board began review of a redevelopment/infill project at a significant corner of the City, which ultimately extended into FY 2024. From the initial meeting, the applicant expressed a desire for the Board to exercise their authority to modify the standards of the LDR, putting forth the argument that the proposed development is better than what exists today. From the beginning, the Board emphasized to the applicant that they would have to take significant steps to make the project conform with the LDRs. Because of the unsightly appearance of existing buildings on this project's site, there has been public criticism of the Board's reluctance to

embrace the project as initially submitted. The Board has held firm that their responsibility is not to approve projects that are “better than what exists,” but to uphold and apply the regulations as they are enacted. This project highlights the value of the DRB to shape projects to be consistent with the policy decisions of the Planning Commission and City Council.

Residential Projects

- Final plat review of a 103 acre PUD of 155 homes, 11 residential lots, and 24 commercial lots for future development at 500 Old Farm Road. This project represents the second detached residential phase of the O’Brien Home Farm development project. In addition to approving 155 detached and semi-detached residential homes, the project lays out the development pattern for 24 commercial lots envisioned to include mixed commercial, residential, and industrial development, as well as improving the alignment of Old Farm Road and constructing a portion of a planned public street on the City’s official map.
- Sketch plan review of a 7 phase master plan along Fayette Road at 1185 Shelburne Road. The Board reviewed the very first application for a project representing redevelopment and new development between Olde Orchard Park and the recently reconstructed Larkin Terrace Building with a mixture of residential and commercial lots. This project will be reviewed in a number of phases over the next six years.

Municipal Projects

- There were no municipal projects reviewed by the DRB in FY 2023. The Board did review one project of the South Burlington school district to add temporary modular classrooms to the Orchard school.

QUANTITATIVE DATA

Decisions Issued	Decisions Issued
Conditional Use (CU) ¹	0
Site Plan (SP) ²	12
Subdivision (SD)	4
Subdivision (SD), Sketch	3
Master Plan (MP)	1
Design Review (DR)	1
Reconsiderations	0
Miscellaneous (MS)	2
Appeal of Administrative Officer (AO)	1

Includes combined conditional use and site plan applications

Site plans issued by the DRB only.

135,921 sf of new commercial square feet approved

63 new lots created via final plat

FY 2023 GOALS AND PRIORITIES

- Continue to hear projects in a manner that provides both the perception and reality of equitable and consistent application of the Land Dev Regulations for all applicants.
- Provide input to Planning Commission and City Council in the effort to create clarity and consistency in South Burlington's land development regulations.
- Continue to provide a timely review of applications
- Provide an impartial review of applications based on their compliance with the LDRs.

The Board is aware that residents of South Burlington have a range of perspectives about the balance of preserving the natural environment with the need for adequate and affordable housing. As a quasi-judicial body, the Board must apply the current LDRs when making decisions about proposals. During the various steps of each proposal's review, the Board strives to provide feedback to applicants that will ultimately guide and shape the evolution of proposed projects to be the best they can be, consistent with the regulations. Public comments provide useful input to the Board to consider in providing direction to applicants.

ECONOMIC DEVELOPMENT COMMITTEE

COMMITTEE OVERVIEW

The Economic Development Committee’s mission is to create a diverse and vibrant economy built on quality jobs and employment centers, along with a supportive educational and research system. The committee works in concert with other committees, boards, and economic development organizations to advise the council on ways to attract new enterprises and maintain a diverse and vibrant economy. To this end, the committee provides guidance and policy recommendations to the City Council, educates the community about economic initiatives, and collaborates with regional municipalities around economic issues. The committee generally meets monthly to discuss economic development issues and make recommendations.

Members	Term Expires
Thomas Bailey (Vice-Chair)	2024
John Burton (Chair)	2024
Michael Biama	2025
Charles Johnston	2025
Ken Linge	2025
Linda Norris (Clerk)	2024
Sriram Srinivasan	2025

STAFF

Jessie Baker, City Manager (primary)
Ilona Blanchard, Community Development Director (supporting)

City Council Liaison

Council member Matt Cota (through March 2023)
Council member Tim Barritt (March 2023 forward)

ACCOMPLISHMENTS AND EVENTS

- Received presentation from City interns on City data trends and economic profiles.
- Sriram Srinivasan represented the Committee in the Climate Action Plan Task Force.
- Reviewed the new construction heating ordinance.
- Reviewed ARPA Survey priorities and made a recommendation regarding ARPA funds for transformative projects.
- Strategized on increasing engagement with the business community.
- Participated in 2024 Comprehensive Plan process and provided feedback on drafts of the 2024 City Plan.
- Michael Biama represented the Economic Development Committee in the Climate Action Transportation Implementation Plan Advisory Group.

- The Committee reviewed a zoning change to allow housing in commercial and/or industrial areas and recommended the Planning Commission discuss this with impacted industrial and commercial businesses.
- Based on the ARPA Community Survey results, the Committee investigated how other Vermont communities are responding to the childcare crisis and which programs have been successful.
- Continue to look at childcare in South Burlington and prepare recommendations for the best role of the City in encouraging needed child care facilities.

QUANTITATIVE DATA

- Two members participated in City task forces
- Provided feedback to Planning and Zoning in three policy areas

FY 2024 GOALS AND PRIORITIES

- Increase communication and dialog with area businesses, the South Burlington Business Association, institutions such as the UVM Office of Engagement and VP of Research, and with neighboring municipalities.
- Hosting and engaging with invited guest/experts at the monthly meetings on areas of their expertise and committee members' areas of interest.
- Participate and support the participation of the City and City businesses in the UVM-Global Foundries Gallium Nitride Tech Hub Initiative.
- Initiate efforts to recruit and retain clean energy businesses.
- Continue to work with green businesses to assess their impact and needs.
- Advise the Community on economic sustainability of the City through the development of data resources in the City.
- Provide feedback to the Planning Commission on issues related to economic development.
- Explore how microtransit options may reduce traffic and support the business community.
- Continue to:
 - Work on lot line development at 575/577
 - Advise Council on the use of ARPA funds for economic development.
 - Participate in discussions around the Comprehensive Plan.
 - Provide feedback to PC and Usmall developers on redevelopment options.
- Explore how the business community has envisioned realizing the community Climate Action Plan goals.
- Explore Climate Action Plan implications on South Burlington electrical grid.

ENERGY COMMITTEE

COMMITTEE OVERVIEW

Mission: to promote energy conservation, energy efficiency, and the use of renewable energy resources among the city's residents, businesses, and in municipal affairs.

Committee members: Ahmad Abdel-Fattah, Steve Crowley, Keith Epstein, Ethan Goldman, Carrie McLaughlin, Rob Meader, Tim Perrin (Chair), Ken Pulido, MJ (Mary Jo) Reale (Vice-Chair), Sam Swanson, Frans Van Boden.

Marcy Murray and Kate Bailey resigned from the Committee during the fiscal year. Ahmad Abdel-Fattah, Carrie McLaughlin, Rob Meader and Frans Van Boden joined during the fiscal year.

City staff: Ilona Blanchard staffed the committee and Lou Bresee (Energy Project Manager) was present at meetings.

Meetings: met regularly from July 2022–June 2023. In addition to regular monthly meetings, two special meetings were held.

ACCOMPLISHMENTS

South Burlington Energy Initiatives

The Committee routinely reviews, discusses and analyzes a variety of City Initiatives and provides information, recommendation and support for energy related projects. These included:

- **Climate Action Plan (CAP)** – Ethan Goldman continued to serve on the CAP Task Force to help produce the final version. The Committee is finding ways to help implement the Plan and supported the Transportation Implementation Plan by writing an article for The Other Paper, as well as Front Porch Forum and Facebook outreach. Steven Crowley serves on this Advisory Board for the Transportation Implementation Plan.
- **Comprehensive Plan** – The Committee provided recommendations to the Planning Commission related to the Climate Action Plan and energy efficiency sections of the Plan. The Committee provided documentation that reflected significant discussion and participation in a City Public Listening Session on Energy. Suggestions included embedding CAP into the plan (building energy (heating/cooling) and transportation). Additionally, the Committee recommended features related to equity, resilience, affordability, infrastructure changes, projections and tracking for fossil fuel usage, and upfront costs vs. long range costs/savings.
- **ARPA Funds** – The committee discussed and analyzed options for best uses of the ARPA funds. The group created a list of recommended options and produced a document that was presented to the City Council.
- **Solar PV requirements for new commercial development** - The Committee drafted a letter of support and provided it to the Planning Commission.
- **Proposed Renewable Heating Standard ordinance** – The Committee drafted a letter of support and presented to the City Council at one of their meetings.
- **TIF District Bond Vote – Article IV** – The Committee supported this publicly by posting on Front Porch Forum and on Facebook.

Community Engagement

- **Climate Action Plan support** – The Committee engaged in community outreach at SoBu Nights Out and senior recreation events to gather feedback about Climate Action in Summer 2022.
- **Button Up campaign** – The Committee hosted three events in Fall 2022—two at Ace Hardware and one at Lowe’s—to provide weatherization information to the community. Six Committee members had positive conversations with people about home energy, and provided efficiency/conservation materials. Additionally, information was provided through Front Porch Forum and in the City Hall lobby.
- **Website** -The Committee launched a micro-site called “Energy Action” on the City’s website. There is information for the community in sections called “What Can I Do?” and “Resources.” There is also a section “City Energy Initiatives” to highlight what the City has accomplished. https://www.southburlingtonvt.gov/residents/helpful_links/energy_action/index.php
- **Facebook** -The Committee posts 4–7 times weekly and has increased followers to about 1000. <https://www.facebook.com/SBEnergyCommittee/>
- **The Other Paper** – The Committee launched and manages a monthly feature called “Clean and Green.” This environmental section features articles from Committee members, other City Committees, as well as local non-profits or businesses with an energy efficiency or sustainability focus. Monthly articles are archived on the Energy Action website.

Energy Efficiency

- **The Energy Project Manager** routinely updated the Committee on energy efficiency projects, and the group weighed in on various elements of the project. The Committee consulted with the Energy Manager on new, more efficient heating options for Wheeler House.

FY 2024 GOALS AND PRIORITIES

- Support more community events – including a festival, winter workshops, demos, book and film series, etc.
- Coordinate with and learn from other local Energy Committees. Share information and successes with other communities.
- Support the City in realizing CAP goals, such as EV charger stations, building energy upgrades, and building out the bicycle and pedestrian path network.
- Build a community coalition of support, excitement, and knowledge among residents, businesses, and other implementation partners through regular communication across media channels, in-person and online events, and activities.
- Assist monitoring and analysis of the energy performance of City facilities and equipment to identify where savings may be aligned with progress towards energy goals.
- Advocate for and assist with the creation of a decision-making process that considers carbon and energy impacts during policymaking and purchasing.



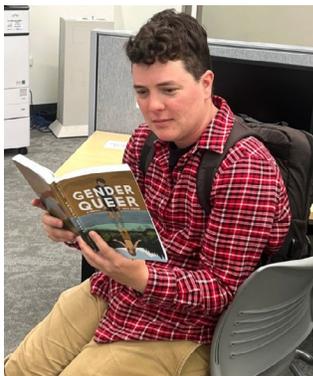
SOUTH BURLINGTON PUBLIC LIBRARY BOARD OF TRUSTEES

COMMITTEE OVERVIEW

The South Burlington Public Library Board of Trustees is an appointed body that works closely with the Library Director to develop goals and policies that ensure that the Library is meeting its mission and addressing community needs. This past year, the Board updated its bylaws, represented the Library at the Vermont Pride Parade, co-hosted the Vermont Library Association at a reception prior to the start of their annual conference, raised awareness of the programs and offerings of our public Library through tabling and attending events, and collaborated with the Library Foundation Volunteer Working Group to create a thank you video at the end of the ASPIRE capital campaign.

The full Board meets monthly and Trustees also serve on one of the following committees: Communications, Governance & Nominating, and Finance.

Current Trustees and terms: Stacey Pape (Chair) – 2025, Ted Lenski (Vice Chair & Treasurer) – 2024, Donna Swartwout (Secretary) – 2024, Rebecca Stazi – 2024, Penne Tompkins – 2024, Lauren Ballard Hatch – 2025, Kevin Morgenstein-Fuerst – 2025, Holly Painter – 2025, Theresa Eirmann – 2026, Anne LaLonde – 2026, Margery Vagt – 2026



ACCOMPLISHMENTS AND EVENTS

In FY23, the Library Board met the following goals:

- Approved and posted a 5-year Strategic Plan
- Developed a communications framework to best amplify publishing about Library programs and services (ongoing)
- Supported staffing and operation needs to increase access to the Library and services (ongoing)
- Worked closely with the Library Foundation Volunteer Working Group to engage the community in support of the Library through an annual fundraiser
- Reviewed and updated library policies, including the Child Safety Policy, the Privacy Policy, the Patron Code of Conduct, and the Library Use Policy (ongoing)
- Chair attended a Council meeting with Library Director to propose the purchase of a library van with ARPA funds (project delayed until FY25)
- Wrote a statement of purpose for each committee
- Created a tag line for window clings to promote the library: READ LOCAL

- Trustees attended Illuminate VT, the Friends Book Sale, a meeting on the City Comprehensive Plan, and a VT Library Association event to support staff and meet with library users
- Participated in Banned Book Week with photos and statements for the Library's social media accounts
- Supported staff appreciation luncheon to thank wonderful Library staff
- Assisted staff in marketing Library events through expanded flyer distribution throughout South Burlington

QUANTITATIVE DATA

- Transferred the final \$50,000 to the City to assist in covering the cost of the new library
- Worked with Library Director to submit an operating budget that met the goals of City Council

FY 2024 GOALS AND PRIORITIES

- Increase Trustee participation in community events on behalf of the Library
- Work with the Library Foundation to support efforts to raise funds for additional web resources
- Support staffing and operations to eliminate barriers for community members with disabilities
- Plan for September 2024 implementation of National Library Card Sign Up activities
- Update the Trustee and Foundation bylaws to align procedures

NATURAL RESOURCES AND CONSERVATION COMMITTEE

COMMITTEE OVERVIEW

The mission of the South Burlington Natural Resources and Conservation Committee is to promote community awareness and recommend policy, on behalf of natural resources, which contribute to the health, wellbeing, and quality of life of current and future generations within the South Burlington community.

The Natural Resources Committee is guided by the following principles:

- Advise the City Council, Planning Commission, and Development Review Board on natural-resource-related issues
- Maintain awareness of the current status of our natural resources
- Expand our knowledge base of conservation related issues
- Monitor planned development or projects which may affect the status of our natural resources
- Participate in natural resources policy development
- Collaborate with other city-sponsored advisory bodies, community organizations, and institutions

COMMITTEE MEMBERS

	Term ends
Jean-Sebastien Chaulot, Chair	2025
Larry Kupferman, Vice Chair	2023
Lisa Yankowski, Clerk	2022
Linda Bailey	2023
Andrew Shatzer	2023
Michele Korpos	2025
John Bossange	2024
Katherine Boyk	2024

ACCOMPLISHMENTS AND EVENTS

- Developed and provided recommendations on updates to the Land Development Regulations (LDRs) to regulate identification and preservation of large diameter trees on private property during the development process.
- Developed a Vision and Goals section for the Open Space Plan and continued to refine the inventory of open spaces.
- Met with Airport to review and discuss further recreational path project through vacant lots.
- Reviewed updates to the City’s Comprehensive Plan.
- Submitted letter to the State to lobby for the recognition of a Vermont Invasive Species Management Day.

- Other Natural Resource & Conservation initiatives worked on:
 - Developed an Ash Tree Management Plan, which includes pesticide injections for 133 Ash Trees
 - Received grant funding for interplanting of trees between Ash Trees, with ARPA Funding as match
- Developed Strategic Work Plan.

FY24 GOALS AND PRIORITIES

- Explore equity, inclusion, access, and environmental justice in relation to natural resource and conservation policies. Educate ourselves about Land Acknowledgment. Finalize Open Space Plan.
- Work with the airport to support green space projects.
- Advocate for implementation of Pesticide/Fertilizer Policy.
- Continue development of Open Space Plan: identify parcels for conservation and/or protection, as well as recommend management strategies for City-owned lands.
- Promote habitat quality and ecological services through initiatives targeting pollinators, invasive species, water quality, and wildlife.
- Canopy conservation: advocate for long-term funding for Emerald Ash Borer response, education/outreach about Project TREEage, expand the City's tree nursery at Wheeler Nature Park, update City Tree Ordinance.
- Support water, sewer, and stormwater infrastructure projects on the City's CIP.
- Review relevant sections of the Comprehensive Plan.
- Assist with implementation of the Climate Action Plan.

PLANNING COMMISSION

OVERVIEW

Mission: The Planning Commission’s mission is set forth in the City Charter and State Statutes. Among its powers & duties are to prepare a plan and proposed bylaws for consideration by the City Council, undertake capacity studies and make recommendations on matters of land development, transportation, economic & social development, urban design improvements, historic & scenic preservation, and the conservation of energy & natural resources, and to undertake projects requested by the City Council.

Meetings: Planning Commission meetings are typically held on the second and fourth Tuesdays of each month at 7:00 p.m. Multiple special meetings were added to this schedule to accomplish more work as enumerated below. All meetings are held with both in-person and digital participation options.

Members: Jessica Louisos, Chair (4-years, 2024); Duncan Macdonald, Vice-Chair (4 years, 2027); Paul Engels, Clerk (2 years, 2025); Michael Mittag (3 years, 2026); Laurie Smith (4 years, 2024); Fran MacDonald (3 years, 2024); Donna Leban (3 years, 2025); Former members who served during FY ‘23: Andrew Chalnick (Served until March 2023); Monica Ostby, (Served until December 2022); Ted Riehle (Served until February 2023)

ACCOMPLISHMENTS

The Planning Commission balances many competing City goals to change our laws to move toward our city having a better and more thoughtful future. The principles of Smart Growth do not always align with our traditional approaches and may not always be comfortable, but we are trying to move the City in the right direction through thoughtful focusing of development in logical areas, protecting our environment, encouraging our economy, and providing housing to our residents. We are also taking a more equity-minded approach to our future planning, and will continue to improve on our outreach efforts through FY2024 and into the future.

This fiscal year, we have been focusing on updating the City’s municipal plan to City Plan 2024. We began that process by engaging with the City’s committees, staff departments, and leadership in the fall of 2022. We then engaged with the public by holding eleven public comment and listening sessions through February and March 2023, opening an online poll and comment form, and publishing all drafts for public review as the Planning Commission reviewed sections. We reviewed, discussed, and updated the City Plan through the spring and summer 2023. Our City Plan 2024 is based on both the 2016 Comprehensive Plan and on the public feedback. The Commission held further listening sessions on the full draft in July and August, and public hearings in September 2023. The Planning Commission advanced the City Plan to City Council in September 2023.

Land Development Regulation (LDR) changes adopted this year are as follows:

LDR amendments Adopted November 2022

- LDR-22-05: Expand Use of TDRs to areas outside the Southeast Quadrant
- LDR-22-06: Minor and technical amendments

LDR Amendments Adopted December 2022

- LDR-22-07: Realign C1-R15, C1-Auto, and C2 along Fayette Road and northern portion of Shelburne Road corridor

- LDR-22-08: Allow additional uses in C1-Auto to make more similar to C1-R15, add Municipal Uses to C2

LDR Amendments Adopted May 2023

- LDR-22-09: Updates to wetland, steep slope, and general review of environmental protection standards after first year of new regulations

LDR Amendments Adopted June 2023

- LDR-23-01: Require buildings subject to the Commercial Building Energy Standard’s “Solar Ready Roofs” to install solar collectors on the roof or elsewhere on the site
- LDR-23-02: Minor and technical amendments

In addition

- The Commission received information on the Climate Action plan, with a focus on how to begin pursuing implementation actions to meet the Plan’s objectives.
- The Commission received and provided feedback on several issues/topics in the community

FY 2024 GOALS AND PRIORITIES

The Commission’s first objective in FY 24 is to catch up on work set aside during the intensive Comprehensive Plan process of FY 23 and begin to implement recommendations within the adopted city plans. All items included on the Planning Commission’s work plan are as follows:

Project	Description	FY 24 Commission Role/Action
S.100/Act 47/ HOME Act of 2023 Compliance	Adopt Amendments to LDRs to comply with S100	<p>Prepare and approve amendments to the Land Development Regulations to enact the provisions of S100 as adopted by the Legislature & Governor in 2023, including allowed densities, update of policies in areas served and unserved by water/sewer, and allowances for duplexes, and other amendments as required</p> <p>Includes addressing “1.8” units per acre density on parcels under 4 acres in the SEQ</p>

	Adopt Amendments to Sewer/Water Ordinances to establish service boundaries and City Center allocations	Recommend proposed sewer /water service boundary & allocation consistent with Comprehensive Plan and complementary S100 LDR amendments
Support thriving neighborhoods	Enable thoughtful infill in existing neighborhoods	Engage in review and dialogue on infill housing and amenities within existing lower-density neighborhoods
Equity in Planning	Improve equity in Planning outreach, regulation, and implementation	Develop an Equity Toolkit for outreach on future planning projects. PC role to provide feedback, review, approve

Opportunity Oriented: Being a supportive and engaged member of the larger regional and statewide community.

Re-examine current land use patterns for potential changes	Possible amendments to LDRs for industrially-zoned areas	Examine Mixed I-C district allowed uses (including definitions) for any updates; examine Industrial-Open Space for compatibility with additional residential use
Make regulations more accessible, equitable, and effective	Adopt streamlining and clarification amendments to LDRs	Review Land Development Regulations for clarifications, redundant language and sections and text that should be in DPW specs, not LDRs May include review and consolidation of districts and/or use categories

Walkable: Bicycle and pedestrian friendly with safe transportation infrastructure.

Bike/Ped Master Plan	Prepare a bicycle & pedestrian master plan for the city to include objectives, origins & destinations, analysis of missing links, and policies moving forward	Planning Commission Role: provide feedback on objectives, connectivity, recommendations; identify actions for FY '25
Transportation Demand Management	Adopt LDR amendments replacing traffic overlay district with Transportation Demand Management	Complete project underway to replace the Traffic Overlay District and Citywide LOS standard with a performance-based Transportation Demand Management Standard that incentivizes non single-occupancy vehicle travel
Pursue funding opportunities	Approved FY'25 CCRPC Unified Planning Work Program Requests	Provide feedback on initial draft; make recommendations to Council

Green & Clean: Emphasizing sustainability for long-term viability of a clean and green South Burlington

Improve Transit Overlay District	Prepare policy recommendations; drafting	Review and begin work of amending boundaries of Transit Overlay District (and consider replacing title) to reflect planned priority areas of the City for development & infill
----------------------------------	--	--

Comprehensive Plan Update

City Plan 2024	Adopt City Plan 2024 as municipal plan and enhanced energy plan	Complete preparation of 2024 Comprehensive Plan, including gathering and incorporating community, committee, and department feedback, feedback from review by CCRPC, holding one or more public hearings, and approving/submitting to City Council
Topic-specific planning	Intentionally plan for updated topic-specific plans to supplement the City Plan	Provide feedback on a priority list for preparation of plans identified in 2024 Comprehensive Plan

City Center and Tax Increment Financing District

Improve Form-Based Code and City-Center regulations	Adopt updates to City Center Form Based Code and City Center Official Map, strive to enable thoughtful development in the TIF District	Review and consider amendments within City Center Form Based Code T3+ zone and T4/T5 zones south and west of Mary Street Continue to refine FBC to assure functionality Outline possible amendments to Official Map & Planned Streets throughout FBC Outline possible amendments to San Remo Drive Area
	Review and possibly approve expanded use of State Designation programs in City Center	Review and possibly approve expanded use of State Designation programs in City Center

Climate Action Plan

Advance CAP	Adopt Amendments to LDRs to advance Climate Action Plan	Update LDRs to implement targets of Climate Action Plan, including bike/ped parking, EV charging, infill in built areas, others
		Receive Implementation Plans; identify work to be undertaken by committee to implement
		Receive annual update on CAP Implementation; review actions each committee can be doing

ACKNOWLEDGMENTS

We also thank the hard work of the many City committees and their dedicated volunteers and staff that are helping to bring together the pieces of the puzzle, and the many South Burlington residents that attend our meetings and workshops to participate in our planning efforts.

PUBLIC ART COMMITTEE

PURPOSE

The purpose of the Public Art Committee is to a) make recommendations at the request of the City Council on the selection of artists and acquisition of permanent public art located on property owned or controlled by the City including public facilities; b) advise the City Council on planning and policy matters related to art; and c) conduct, organize or engage in activities that support art and artists as a path to strengthen, transform and foster community within our diverse, growing, and evolving City.

MEMBERS (APPOINTMENT TERM)

Penne Tompkins (2023) – Chair

Amanda Holland (2024) – Vice Chair

John Killacky (2024)

Jean-Sebastien Chaulot (2025)

Sophia Babbitt (2025)

Trice Stratmann (2023)

Jessica Manley (2024, resigned in September 2022)

Michele Bailey – appointed by the Vermont Arts Council, non-voting

Ilona Blanchard – Staff Liaison, non-voting

Dave Wheeler – Public Works Staff, non-voting

Matt Cota – Council Liaison, non-voting (through March 2023)

Tim Barritt – Council Liaison, non-voting (March 2023 forward)



Public Art Committee members (left to right) John Killacky, Amanda Holland, Sophia Babbitt, Penne Tompkins, Jean Sebastien Chaulot, and Trice Stratmann

FY 2023 ACCOMPLISHMENTS AND EVENTS

- Met 13 times between July 1, 2022 and June 30, 2023.
- Committee member Jessica Manley resigned and was subsequently appointed as the second South Burlington Public Art Gallery Curator.
- Curator Manley recommended four shows to the committee, all of which were approved and then mounted in the Public Art Gallery. The Curator organized a fifth show of South Burlington student work from grades K-12 that was curated by the school district arts director and mounted with Manley's help in June 2023.
- Met twice with the East-West Crossing Walk and Bike Bridge design team/consultants to provide input from a public art perspective: first, on the initial three concepts, and second, on the amalgamated recommendation and public art proposal which was presented in public meetings in October of 2022.

- Held public art dedication for Gooses on Market Street, September 20, 2022, with an ice cream social, which drew in residents from the Market Street neighborhood. Sculptor Tyler Vendituoli spoke about the project.
- Requested \$50,000 of the city's unallocated ARPA funds to allow us to define and create an arts and cultural plan that includes working with artists, organizations, libraries, schools, and parks, which will nurture a vibrant, inclusive community. PAC Chair presented this request to the City Council November 30.



Dedication of Gooses by the Market Street stormwater ponds with artist Tyler Vendituoli and Councilmember Matt Cota

- Created new content for the public art pages on the city website.
- Requested an increase in CIP funds for Public Art for FY24 (\$10,000 versus \$5,000) – not approved.
- PAC was asked (twice) to provide advisory comments on proposed architectural details on a pending development project (Union Place at 303 Market Street). The committee declined to comment as the submittal would not meet the committee-established criteria for public art projects, and therefore, lacking appropriate criteria, any comment would be inappropriate.
- PAC identified a need to clarify how we can serve as a timely and helpful resource for city staff and the Development Review Board. Members met with city staff to help address how and when our committee may be engaged in an advisory role.
- Reviewed three qualified submissions from the spring request for proposals for public art and selected one proposal (Lo/Mohrman sculpture) to move forward for recommendation as a permanent public artwork to be located outside of City Center.
- Worked with city staff to identify a potential location for sculpture proposal (still pending).
- Provided feedback to the Planning department on multiple phases of the Comprehensive plan update (City Plan 2024), specifically:
 - On key topics that need to be included in the updated comprehensive plan, including the aforementioned investment by the City in a comprehensive cultural plan. PAC also noted that arts and culture were barely mentioned in the current plan and therefore need to be included throughout the updated plan.
 - Gave input to questions for the public meetings and attendance at public sessions related to the arts and community quality of life.
 - Reviewed first draft material from Planning and edited the section specific to arts and culture, drafting goals and objectives as requested.
- Said goodbye to original and longtime committee member and ceramic artist Patrice “Trice” Stratmann, who stepped down from the committee at the completion of her term.
- Reappointed Jessica Manley as gallery curator for the next fiscal year.
- Approved the first show to begin the next fiscal year.
- Revised and approved the committee FY24 workplan with both immediate and longer-term goals.

Gallery Show Details

Summer 2022 Show: *In the Garden* brings together a group of Vermont artists who are also avid gardeners and nature enthusiasts, immersing viewers in botanical explorations in a variety of media and scale. Artists: Gregg Blasdel, Kimberly Bombard, Sara Katz, Kate Longmaid, and Dianne Shullenberger.

Fall 2022 Show: featured three South Burlington artists: Michael Strauss, Gin Ferrara and Jeffrey Pascoe, showcasing local talents in acrylic and watercolor painting and photography.

Winter Show: Featured the work of artist, filmmaker, and activist Marvin Fishman, who has worked in multiple disciplines for over 40 years. The show was a retrospective of many of his recent paintings and assemblages.



Spring 2023 Show: Vermont Vernacular featured artists working in a variety of media who center Vermont and the natural world in their work. Artists: Linda Finkelstein, Susan Larkin, Kathleen Fleming, and Phil Laughlin.

Summer 2023 Show: Exciting student work from the South Burlington School District art classes grades k-12 lined the walls! Two large SB Wolves sculptures made from recycled materials featured prominently—one in the lobby and one in the library.



Opening of the South Burlington School District student art show June 2023

QUANTITATIVE DATA

Meetings	13
Gallery Shows	5
Advisory requests	2
Commissions Dedicated	1

FY 2024 GOALS AND PRIORITIES

- Secure funding for development of a cultural plan, whether through ARPA funds or a separate planning grant
- Resolve location and recommend the Lo/Mohrman sculpture to be commissioned to the City Council for a site outside of City Center
- Begin the public art selection process for the Williston Road Streetscape and Garden Street
- Continue to showcase local, regional, and state artists in the Public Gallery
- Maintain content for the Residents/Public Art page on the City website.
- Establish a process to facilitate review of private development art installations in an advisory capacity at the request of City staff or committees.
- Seek opportunities to support, fund, and install art on/integrated into public infrastructure.
- Apply for a Vermont Arts Council Animating Infrastructure grant (such as for the water tower)



A Peaceful Place, painting by Linda Finkelstein

RECREATION AND PARKS COMMITTEE

COMMITTEE CHARGE PER CITY COUNCIL

The committee shall be called the City of South Burlington Recreation and Parks Committee.

The mission of the Recreation and Parks Committee is to support the Recreation and Parks Department in their goals and efforts to provide recreation and program opportunities; and to acquire and maintain recreation facilities and open space. We do this in concert with the NRPA pillars of recreation: Conservation, Health and Well-being, and Social Equity.

The Recreation and Parks Committee is appointed by the South Burlington City Council to serve the residents of South Burlington by acting in an advisory capacity to the Recreation and Parks Department and the City Council.

MEMBERS

Mike Simoneau	Chair
Ravi Venkataraman	Vice Chair
William Sudbay	Clerk
Jon Pence	
Oliver Pierson	
Cyndi Freeman	
Erin Buzby	

COMMITTEE ACCOMPLISHMENTS FY23

PARK ASSET MANAGEMENT

- **Evaluated Park Facilities:** The Committee completed a summer assessment of Veterans Memorial Park and created a maintenance issues list to pass along to DPW for their consideration and attention.
- **Discussed Sustainable Staff Structure:** Compared structure of other local municipalities of similar size with respect to where the maintenance sat; with DPW or within the Parks Department. Advocated to have the Parks Maintenance Staff under the Recreation and Parks umbrella.
- **Advocated to address Deferred Maintenance:** Presented a justification memo to utilize \$1.5 million of ARPA funds to support the deferred maintenance for our parks system.
- **Park Maintenance Plans:** Advocated for the need of Parks Maintenance Plans with DPW.
- **Supported with Green Up Day:** Supported staff with Green Up Day with an eye for further involvement in Parks Clean Up Days in the future.

COMPREHENSIVE PLAN INPUT

- **Provided Committee Feedback:** The Committee worked to identify gaps in the current comprehensive plan as they relate to recreation and provided a detailed memo articulating additions they would like to see included in the new City Plan. The focus of the Recreation section of the City

Plan was to ensure continued growth while also maintaining the aging infrastructure that currently exists, highlighting the need for a Parks Master Plan.

- **Hosted Area Specific Meeting:** Welcomed community feedback on the updated version of the Recreation and Culture Section of the City Plan; noting the need for continued amenities to be added to the inventory.
- **Attended varied Public Meetings:** Members of the committee attended all the various meetings to ensure they had the pulse of the community conversations.

OPEN SPACE USE

- **Discussed Management Plans:** Discussed the need to create/update Open Space management plans to get consistency in the process.
- **Advocated for Public Access:** Fully participated in Hubbard Park discussions and continued to advocate for equitable recreational access to Hubbard Park and all in our community on City-owned property.

SOCIAL EQUITY

- **Prioritized Equitable Access to Parks:** Discussed the need to prioritize social equity and the role that the committee has in providing recreation and parks access for all members of our community. The need to evaluate and plan for equidistant park access for all sectors and abilities as well as intentional recreation of programmatic and both passive and active park opportunities for all demographics; resulting in the need to create a Parks Master Plan. Advocated for funding Parks Master Plan in FY24.
- **Advocated for Equitable Access to Programs:** Made recommendations to Recreation and Parks Department to reduce fees for major youth sport programs to promote equitable access. Discussed the need for an increase in scholarship funds to support summer camp accessibility.
- **Acknowledged Recreation and Parks Role in Equitable Access to Food:** Community Gardens Program: Support current conversation at the airport property about installation of community gardens. Look to add inventory at Jaycee Park for community garden site and consider additional raised garden beds at the food shelf.

COMMUNITY ENGAGEMENT/EDUCATION

- Supported Creation of New Events:
 - Illuminate Vermont
- Entertained Community Feedback on amenity shortcomings
 - Pickleball: Installation of Szymanski Courts still insufficient to meet needs
 - Bike Trails: Currently no trail riding in our parks
 - Frisbee Golf: Potential for Frisbee Golf at Hubbard
 - Gardens: Increase inventory with current park land, i.e. Jaycee Park
 - Pool: Seasonal requests for community pool
 - Turf: All
 - Indoor Recreation Center

COMMUNITY ENGAGEMENT/EDUCATION

- Ensure the Recreation & Parks Committee has opportunity to present to the City Council at least annually. Proposed this happen in July as it is Parks Month.
- Increase in Events inventory to include targeting community and regional draws.
- Increase program offerings in nature/conservation and age-specific pockets.
- Collaborations with other city opportunities: Library, Schools, Food Shelf, Infinite .
- Committee & departmental outreach around education & advocacy .
 - Sharing recreational and park needs, priorities and accomplishments.
 - Consider monthly writing for TOP.

DEVELOPMENT REVIEW

- O'Brien Eastview
 - Walking Trails
 - Fitness Trail
 - Wild Play Areas
 - Dog Park Amenity
- City Center Park Boardwalk
- Connectivity Bridge

DEVELOPMENT REVIEW

Provide ongoing review and input to development projects in the community that promote opportunities or potential opportunities for recreation that serves all members of the community (ongoing).

- Consider official committee liaison to work with RDB. This liaison would have the support of the committee to work with the RDB and developers with the expectation that some of the projects will need to be presented to the committee. Work is needed to outline this committee members position, responsibilities, and expectations.
- Evaluation and determination of deeded recreational assets to the city vs. privately held amenities through HOA/developers.

INDOOR RECREATION CENTER AND/OR POOL FACILITY

Maintained a continuous eye on creating an Indoor Recreation and/or Pool Facility for the future in South Burlington as opportunities present themselves.

- Education
 - ARPA surveys indicated that COVID impacts were felt hard by many and needing affordable and accessible spaces to recreate was highlighted.
 - 80% of respondents cited Socially/Loss of Social Connection, an issue that our committee believes can be partially addressed via transformational investments that improve access to and equitable use of parks and recreational infrastructure and services.
 - In response to a question asking respondents how they would like to see this once-in-a-generation funding spent to support the community, the top response from 40 people was Recreation Spaces and the second response from 22 people was Bike/Ped Infrastructure.

- A key summary trend identified in the survey was that COVID led to increased use of green and recreational spaces.
- Ongoing Support
 - The committee remains enthusiastic about the need for and development of an indoor recreation center and is poised to lend its support as needed when efforts are initiated by the City Council to advance this plan.

FY 2024 GOALS AND PRIORITIES

The committee’s themes remain consistent year after year: supporting our mission, the Recreations & Park Department, and our community. The following is our prioritized work list, though it ebbs and flows with the current city needs and capacity. We are poised to act on all as the City Council desires.

PARK ASSET MANAGEMENT

- Continued involvement and advocacy of Recreation CIP
- Advocacy for increase in Parks Maintenance Staff

OPEN SPACE ACCESS

- Advocate for development of Hubbard Park
- Ensure planning of Trail System at Auclair Property

SOCIAL EQUITY

- Advocacy for Parks Master Plan FY25 Budget
- Review Program Pricing Models

COMMUNITY ENGAGEMENT/EDUCATION

- Consider writing a quarterly article for TOP about the power of parks and community engagement.
 - July: Parks Month
 - November: Social Equity
 - February: Health and Wellness
 - May: Conservation

DEVELOPMENT REVIEW

- Continue to provide input for larger projects such as Shelburne Road Redevelopment and their need to support planned recreation amenities and spaces.
- Advocacy of increased staff ahead of accepting privately developed parks as municipal assets.
- Consideration of statement indicating criteria for a private vs. public park.

INDOOR RECREATION CENTER

- Keep vision for this need at the forefront of the public as other private and public development occurs.

NATIONAL STANDARDS

- Document South Burlington's Recreation & Park Department in comparison with appropriate national data through NRPA.



south**bur**lington
VERMONT

CITY PARTNERS





CHAMPLAIN WATER DISTRICT

Dedicated to Quality Water & Service



First In The Nation ~ Excellence In Water Treatment, Partnership For Safe Water

MANAGEMENT LETTER – FY 2022-2023

Champlain Water District (CWD) is a regional municipal organization supplying drinking water and fire protection to the following (12) municipal water systems since 1973: South Burlington, Shelburne, Williston, Essex, Essex Junction, Village of Jericho, Winooski, Milton, Colchester Fire District #1, Colchester Fire District #3, Colchester Town, and the Mallets Bay Water Company. This past year CWD celebrated our 24th anniversary of continuing to maintain the Partnership for Safe Water Program's Excellence in Water Treatment Award criteria. CWD was the first water supplier in North America to receive the Excellence in Water Treatment Award in 1999, and is presently one of 16 water utilities that have attained this level of water treatment optimization, which signifies continuous performance protective of public health. CWD has maintained this level of excellence through successful submission of a comprehensive annual report that is reviewed for water quality test results, as well as demonstration and documentation of the operational tenacity toward continued quality improvement as required by the Partnership for Safe Water Program. The Partnership for Safe Water program utility membership collectively serves a total population of over 100 million people, or two-thirds of the U.S. population using surface water as their source of drinking water. In September of 2022, CWD won the New England Water Works Association (NEWWA) taste test for "New England's Best" tap water at NEWWA's fall conference in Newport, RI.

Over the past year CWD has steadily continued its efforts toward completion of its Ten-Year Master Plan (2016-2026). CWD's accomplishments over this past fiscal year are as follows:

- Continued Phase II of a water transmission pipe condition assessment plan, titled Pipe Integrity Program (PIP), toward potential replacement of aging underground infrastructure using a GIS based risk prioritization scoring matrix and satellite leak detection.
- Partnered with other water systems nationally through Isle Utilities to identify and understand the current state of pressure monitoring and leak detection solutions.
- Continued to manage a long-term asset management contract with Veolia for on-going inspection, maintenance, and rehabilitation of (15) of CWD's welded steel water storage tanks and (3) of CWD's non-welded steel water storage tanks.
- Instituted a program to monitor tank temperature stratification in our tanks to analyze tank turnover and water quality. The data will be used to identify measures and improvements to continue to provide high quality drinking water.
- Continued to manage a long-term asset management contract with Veolia for on-going inspection, maintenance, and rehabilitation of (3) Adsorption Clarifiers and (8) Multimedia Filters at CWD's Water Treatment Facility.
- Continued our annual partnership with Chittenden Solid Waste District for disposal of our drinking water treatment residuals (DWTRs) at their composting facility in Williston where the DWTRs are mixed with topsoil.
- Continued our annual transmission system valve replacement program.
- Continued our annual replacement program for valves and actuators at CWD's Water Treatment Facility.
- Continued investment with Efficiency Vermont to optimize daily energy usage and reduce overall annual electrical costs.
- Continued implementation of a long-term asset management database system for all CWD property, plant, and equipment
- Completed construction of the Essex West Pump Station project, which includes the new Essex West Pump Station and rehabilitation of the existing Essex East Pump Station.
- Completed replacement of the process piping in the Well #7 meter vault.
- Began implementing cybersecurity improvements and protocols to enhance security at our facilities.
- Completed construction of waterline improvements at Exit 16 in Colchester.
- Continued planning for future improvements: Water Treatment Plant HVAC Improvements, Chemical Feed and Storage Addition, Lake Water Pump Station Improvements, South Filtered Water Tank, and SCADA Improvements.

We thank our employees and elected officials for their effort, support, and dedication in allowing CWD to be proactively managed and operated to supply a drinking water product protective of public health. As always, we welcome anyone who wishes to tour our facility. Please call 864-7454 to arrange a tour, or if you have questions, or need further information on CWD.

Respectfully Submitted,
Bob Shand, Chair CWD Board of Water Commissioners
Joe Duncan, CWD General Manager

4 0 3 Q u e e n C i t y P a r k R o a d ~ S o u t h B u r l i n g t o n , V T 0 5 4 0 3
T e l e p h o n e : (8 0 2) 8 6 4 - 7 4 5 4 ~ F a x : (8 0 2) 8 6 4 - 0 4 3 5



FY2023 Annual Report

The Chittenden County Public Safety Authority (CCPSA) was established in 2018 to serve as the regional organization to consolidate public safety dispatch centers. This initiative was supported by the voters in Burlington, Colchester, Milton, South Burlington, Williston, and Winooski. The discussion about consolidating emergency communications in Chittenden County has been a topic for almost 60 years.

In late 2022 the progress toward consolidating these emergency communications centers came to an abrupt stop when the Town of Colchester decided to suspend participation in the consolidation efforts. Losing the commitment of one of the larger communities resulted in an increased financial burden on the remaining participants, which was not sustainable.

The CCPSA has suspended efforts to consolidate emergency communications centers but is monitoring legislative efforts that are being done on the State level that may support consolidation in the future. The CCPSA has created a governance structure that will allow our communities to partner, however, without increased financial support it is unlikely to ever happen.

The CCPSA Board of Directors will make a final decision on whether to proceed with the consolidation efforts or return each communities contribution by late 2025.

FY2023 ANNUAL REPORT -SOUTH BURLINGTON-

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. The CCRPC also serves as the region’s federally designated metropolitan planning organization (MPO) and is responsible for transportation planning with our municipalities, state and federal agencies and other key stakeholders in Chittenden County. The CCRPC is governed by a 29-member board consisting of one representative from each of the County’s 19 municipalities, transportation representatives and, at-large members representing the interests of agriculture, environmental conservation, business, and housing/socio-economic. CCRPC’s vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region’s livability. [Click here](#) to learn more about the CCRPC.

In FY23, the CCRPC invested over \$7 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages around \$6.5 million in Federal and State investment with \$255,408 in municipal dues and around \$250,000 in local match for specific projects—a 13:1 return on local investment.

South Burlington representatives to the CCRPC Board and other committees in FY23 were:

- CCRPC Representative: Chris Shaw | Alternate: Meaghan Emery
- Transportation Advisory Committee (TAC): Tom Dipietro
- Planning Advisory Committee (PAC): Paul Connor
- Clean Water Advisory Committee (CWAC): Dave Wheeler
- Regional Emergency Management Committee (REMC): Steven Locke, Terry Francis

To access this report online follow the below link or QR code. Then look for Annual Reports in the right column:



<https://www.ccrpcvt.org/our-communities/south-burlington/>

Specific activities the CCRPC is engaged in with South Burlington as well as CCRPC’s regional activities, are discussed in the following sections.

South Burlington Activities

In FY2023, the CCRPC provided assistance to South Burlington on the following projects and initiatives:

- **Climate Action Plan:** CCRPC Staff worked with the City’s appointed Task Force to develop a multisector Climate Action Plan that provides a blueprint for the City, its residents, businesses, and partners to take action to meet the City’s climate goals. The Climate Action Plan was approved by the City Council on October 3, 2022.

- **Climate Action Plan, Transportation Implementation Plan:** After setting the science-based targets and high impact actions of the Climate Action Plan in the first half of 2021, the CCRPC worked with the City and its chosen consultant to develop a detailed plan for how the City, its residents, businesses, and partners would implement the high-impact actions to reduce greenhouse gas emissions in the transportation sector. Total consultant budget: \$51,997
- **South Burlington Transportation Impact Fees and Land Development Regulation Update Study:** This project will serve to complete the City’s Transportation Impact Fee Study and revise the Land Development Regulations (LDRs) to better reflect the City’s Comprehensive Plan and align the regulations with current travel demand management activities. After initial planning discussions in FY23, this project was shifted to FY24. Total consultant budget: \$19,036
- **Bike/Pedestrian Bridge over I-89 Study:** The goal of this study is to develop conceptual plans connecting the proposed bike/pedestrian bridge over the Interstate at Exit 14 with the surrounding (existing and planned) bike/ped network. This project will continue into FY24. Total consultant budget: \$90,000
- **Evaluation of Bicycle / Pedestrian Lighting Needs Along Kennedy Drive:** This study explored lighting improvements to better serve the needs of bicyclists and pedestrians using the separated, 1.5-mile, shared-use path that runs parallel to the west bound lanes of Kennedy Drive between Dorset Street and Williston Road. The [final report](#) for the Project was completed in June. Total consultant budget: \$25,000
- **Multi-site Crosswalk Assessment: Four Intersections for Connectivity:** This study involved a crossing assessment to evaluate potential crosswalks at four locations in South Burlington. The four crosswalk locations include: Intersection of Songbird Road and Dorset Street; Intersection of Nicklaus Circle and Dorset Street; Intersection of Hinesburg Road and Dubois Drive; Intersection of Pheasant Way and Spear Street. The [South Burlington Multi-Site Crosswalk Study](#) was completed in March. Total consultant budget: \$24,000
- **City Center Modeling:** Using the regional travel demand model and other tools, this study investigates the potential future implications of development and new roadways in City Center on traffic generation and circulation. This project is continuing into FY24. Total consultant budget: \$36,000.
- **Geographic Information Systems:** GIS assistance provided to South Burlington in FY23 included:
 - Creating a map of South Burlington zoning and infrastructure.
 - Updating the South Burlington PAVER database.
 - Providing South Burlington with a GIS data file of their Pavement Condition Scores.
 - Editing South Burlington's GIS zoning data and updating the zoning map.
 - Providing housing development statistics by future land use areas
 - Configuring an ArcGIS Portal for GIS data sharing between the city and CCRPC
- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to the Town, including:
 - Conducting an Initial Town Plan Review, including working on South Burlington's energy data for an enhanced energy plan by updating the 2018 energy data guide to provide the needed data for the new energy planning standards.
 - Reviewing South Burlington’s floodplain regulations to ensure compliance with National Flood Insurance Program minimum standards.
 - Providing electric generation targets data for and reviewing the South Burlington Climate Action Plan.
 - Reviewing and issuing letters of support for the New Town Center and Designated Neighborhood Development Area’s applications for renewal.
 - Reviewing two buildings for MERP applications
 - STOP sign Warrant Analyses for three intersections in South Burlington.

- Drafting and finalizing a technical memo with findings and recommendations for the Chamberlin School safety study and providing a school zone sign layout plan to the South Burlington staff.
 - Finalizing the Spear Street and Nowland Farm Rd., intersection multi-way STOP control analysis, and evaluation of exclusive left-turn lanes at the intersection.
 - Meeting with South Burlington staff to discuss potential scope for the Central School driveway and Market Street intersection and school zone safety analyses.
 - Assisting South Burlington's Energy Manager research EVSE infrastructure for its PD, PW, and Fire departments
- **Traffic Counts:** In FY23, 7 Automatic Traffic Recordings and 2 Turning Movement Counts were conducted in South Burlington. Historic traffic counts conducted in support of South Burlington transportation projects and studies can be [found here](#).
 - **Byway Coordination:** Chittenden County includes eight of Lake Champlain Byway's 22 communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne, and Charlotte. CCRPC staff maintained the [Byway website](#) including a helpful [Interactive Map](#). Additionally, CCRPC continued funding during the summer for the [Byway's audio stories App & Phone line](#).
 - **Elders and Persons with Disabilities (E&D) Transportation Program:** [The Chittenden County E&D Transportation Program](#) supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits. In FY23, 2,118 trips were provided to South Burlington residents as part of this program.

South Burlington Projects in the Transportation Improvement Program (TIP)

The [TIP](#) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds, each transportation project, program, or operation must be authorized through the TIP. South Burlington projects included in the TIP are listed below. These projects are also included in the Vermont Agency of Transportation

- **Airport Drive Infiltration Project:** 2021 Municipal Highway Stormwater Mitigation Program award for \$365,200. Construction scheduled for 2024.
- **Allen Road Shared Use Path Scoping Study:** 2023 Transportation Alternatives award of \$40,000.
- **Bartlett Bay Road Culvert Replacement:** 2023 Transportation Alternatives award of \$300,000. Construction scheduled for 2026.
- **Bartlett Brook Stormwater Treatment System Expansion:** 2018 Municipal Highway and Stormwater Mitigation Program award of \$123,988 federal and \$251,732 state funds. Construction scheduled for 2024.
- **Dorset Street Path – Old Cross Road to Sadie Lane:** 2019 VTrans Bicycle and Pedestrian Program award for \$661,600. Construction scheduled to begin in 2025
- **East-West Alternative Transportation Crossing:** \$9,768,834 RAISE grant to construct a bicycle and pedestrian bridge over I-89 near Exit 14. Construction scheduled to begin in 2025.
- **I-89 Exit 14 Area Signal Upgrades:** \$1.3 million project to upgrade signals at Exit 14. Implementation to be completed in 2023.
- **Kennedy Drive Gravel Wetland Retrofit, Pond 2:** \$83,693 federal and \$169,923 state Municipal Highway and Stormwater Mitigation Program award in 2019. Construction to be completed in 2023.
- **Expansion of Kennedy Drive Stormwater Pond 7:** \$300,000 Transportation Alternatives award in 2018. Construction to be completed in scheduled for 2025.
- **Spear Street Bike/Ped Improvements:** 2021 Transportation Alternatives award for \$300,000. To be construction in 2026.

- **US2 Improvements, Dorset Street to VT116:** Project recently added to the VTrans Transportation Capital Program. Project schedule to be determined.
- **VT116/Cheesefactory Road Intersection Improvements:** New Traffic and Safety Program project. Construction schedule to be determined.
- **Williston Road Bicycle and Pedestrian Improvements:** \$2 million project for bike and pedestrian improvements on Williston Road between Dorset Street and Midas Drive/White Street. Partially funded with a 2017 VTrans Bicycle and Pedestrian Program award (\$800,000). Construction scheduled for 2025.
- **US7 Paving, Charlotte (north of Higbee Road) to South Burlington (Swift Street):** \$13.2 million paving project to be completed in 2023.

FY2024 CCRPC Work Program

Project Name	Brief Description	Total Budget
South Burlington Walk/Bike Master Plan	The Walk/Bike Master Plan is a one-year, city-wide effort assessing the existing state of the City’s active transportation network and establishing a multi- year plan for improving the network’s connectivity and accessibility for all residents.	\$75,000

Regional Activities

- **ECOS Plan Implementation and Update:** The [2018 Chittenden County ECOS Plan](#) (Environment; Community; Opportunity; Sustainability) is the regional plan for Chittenden County and combines the Regional Plan, the Metropolitan Transportation Plan, and the Comprehensive Economic Development Strategy into one. [The ECOS Scorecard](#) monitors the accomplishments and progress indicators for all 17 of the ECOS goals. CCRPC began updating the ECOS plan for the next five years in FY 2023 for intended adoption in 2024.
- **Public Engagement and Racial Equity:** The CCRPC continued to build organizational capacity to address systemic racism and inequities in our communities through the following actions:
 - Hiring a full time Equity & Engagement Manager to lead organizational and project-specific equity and racial justice efforts.
 - Facilitating, providing, and/or taking advantage of educational opportunities for our staff, municipalities, and other local and regional partners.
 - Strengthening existing relationships and partnerships and forging new ones with community organizations, grassroots organizers, and individuals working directly with marginalized communities.
 - Supporting and facilitating an [Equity Advisory Committee](#) to guide CCRPC’s equity work.
 - Drafting an organizational Equity Statement and Equity Action Plan, building off of recommendations from the Creative Discourse Group’s [Organizational Equity Assessment](#).
 - Beginning to explore and design a community capacity building grant program using FHWA funds to increase trust, education, and participation from marginalized communities in CCRPC’s transportation decision-making.
- **Chittenden County Comprehensive Economic Development Strategy:** With federal funding from the US Economic Development Administration (EDA), CCRPC completed a Comprehensive Economic Development Strategy (CEDS) in concert with the Addison, Rutland and Central VT regions -- collectively called the [West Central Vermont CEDS](#). The CEDS identifies priority economic development strategies and projects and will be used by a variety of federal and state funding programs when making grant decisions. The West Central Vermont CEDS was approved by EDA in June 2023.
- **Housing:** The Building Homes Together campaign is a collaboration between CCRPC, Champlain Housing

Trust, and Evernorth that focuses on the production of much-needed housing in Chittenden County through outreach, education, and advocacy efforts. The Building Homes Together 2.0 campaign was launched in fall 2021 with the goal of building 5,000 homes by 2025 for people of all incomes, including at least 1,250 affordable homes. Review the latest housing data, infographics, and press releases [here](#). In 2023, the Legislature passed the [HOME Act](#) (S.100/Act 47) changing municipal zoning requirements in an effort to encourage more housing production.

- **Mapping Assistance:** The CCRPC has many [mapping applications](#) to assist municipalities with planning. Applications include dashboards, town plan mapping, zoning maps, thematic and analytical mapping of natural, cultural and transportation resources. CCRPC has also built an [ArcGIS Urban](#) model that supports land use scenario planning and impact assessment.
- **Regional Energy Planning:** The CCRPC continued initiatives to support the [Region's Enhanced Energy Plan](#), Statewide Comprehensive Energy Plan, and emerging climate goals. With guidance from CCRPC's Long-Range Planning Committee's Energy Sub-committee, the CCRPC drafted the ECOS Plan's enhanced energy plan sections to be consistent with the 2022 Department of Public Service's Energy Planning Standards. CCRPC shared guidance on how to address climate change in land use regulations with municipal planning offices and planning commissions, and via state-wide presentations with VT Fish & Wildlife. Lastly, with Drive Electric Vermont, the CCRPC engaged municipal planning offices regarding strategies on how to develop electric vehicle charger plans.
- **Regional Energy Implementation:** The CCRPC provided information regarding the federal Energy Efficiency and Conservation Block Grant (EECBG) Program, the Inflation Reduction Act, and electric vehicle incentives. CCRPC provided technical support to municipalities regarding the state-wide [Municipal Energy Resilience Program](#) for municipal buildings.
- **Public Transportation Planning:** The CCRPC remains engaged with [Green Mountain Transit](#) (GMT) in a wide variety of public transit planning projects and initiatives to support the continued development of a transportation system that is efficient, equitable and environmentally sustainable. Within the CCRPC's FY23 [UPWP](#), \$442,840 was allocated to GMT for transit planning in Chittenden County.
- **Regional Technical Assistance:** This includes, but is not limited to, municipal technical assistance for various transportation issues, GIS mapping, and bylaw revisions, Act 250/Section 248 application reviews, grant administration and grant application assistance for plans, federal grant assistance, projects and initiatives at the local level.
- **Transportation Demand Management (TDM):** CCRPC and VTrans managed the second year of [Park Your CARbon](#), formerly the Way to Go! Challenge. This outreach and education program encourages sustainable transportation by demonstrating the environmental and financial benefits of non-single occupant vehicle travel. The CCRPC participated in CATMA's inaugural [Transportation Summit](#) and their [Transportation Coordinator](#) (TC) Network program and events to learn from other TC Network members about employee TDM benefits and programs. TDM partners include: the Chittenden Area Transportation Management Association (CATMA), CarShare VT, the University of Vermont, Green Mountain Transit (GMT), Local Motion, Bird Bikeshare, Go! Vermont/VTrans, NetZero Vermont/Walk to Shop, and United Way.
- **Walk/Bike Planning:** The CCRPC completed the [2022 Regional Active Transportation Plan \(ATP\)](#), which serves as the active transportation element of the long-range Metropolitan Transportation Plan (MTP). The ATP includes a recommended regional network with prioritized project list, as well as programs and policies to support active transportation throughout the region. CCRPC staff collaborated with TDM partners and local municipalities to relaunch the regional bikeshare program. The CCRPC also promoted TDM strategies and provided bike/ped-related technical assistance to municipalities and businesses, assisted municipalities with bike/ped grant and UPWP applications, managed bike/ped-related UPWP

projects, and conducted bike/ped counts on paths, designated bike lanes, and other roadways.

- **Clean Water:** The CCRPC continued to host the [Clean Water Advisory Committee and the MS-4 Sub-Committee](#) and provide guidance to the State on disposition of the Vermont Clean Water Fund. CCRPC staff also sit on the Lake Champlain Sea Grant Program Advisory Committee, and managed Design Implementation Block Grant projects on behalf of select towns to design stormwater treatment practices. The CCRPC supported education programs such as the [Rethink Runoff](#) on behalf of nine of our municipalities, assisted with watershed resiliency mapping, and participated in water quality-focused policy discussions. CCRPC appoints representatives to three different Basin Water Quality Councils which work with their Clean Water Service Providers (CWSP) to oversee the development and implementation of non-regulatory water quality improvement projects that reduce phosphorus loading into these streams and Lake Champlain. These three Councils are the [Basin 5 Water Quality Council](#) (BWQC) for the Northern Lake Champlain Direct Drainages, the [Basin 7 Water Quality Council](#) for the Lamoille River watershed and the [Basin 8 Water Quality Council](#) for the Winooski watershed. South Burlington is in Basins 5 and 8. Additionally, CCRPC is the designated [CWSP](#) for Basin 5.
- **Emergency Management:** CCRPC continued to staff the Regional Emergency Management Committee (REMC) which consists of two representatives from each municipality and others involved in emergency management in Chittenden County. The purpose of the REMC is to coordinate and support regional all-hazard emergency planning and preparedness activities to improve the region's ability to prepare for, respond to, and recover from all disasters. CCRPC staff participate in a wide array of emergency management-related workshops and exercises to support our role in the State Emergency Operations Center (SEOC) when called upon. The CCRPC served as the local liaison between municipalities and the state to collect damage assessment information after significant storm events, helped with emergency preparedness for hazardous materials incidents, collected information from each municipality on annual implementation of hazard mitigation activities, and worked with municipalities to complete Local Emergency Management Plans. Finally, CCRPC assisted IEM, a national consulting firm, with completion of the [2022 Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan](#) and its municipal annexes except for Colchester which developed its own stand-alone Local Hazards Mitigation Plan.
- **Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance:** CCRPC staff continued to work with all Chittenden County municipalities on meeting their MRGP obligations. This includes evaluating segments through Road Erosion Inventories (REIs), tracking and documenting upgraded segments and outlets, and reporting to DEC (see [REI dashboard here](#), click on upper right for individual municipalities). Staff also assists municipalities with the State's Grants in Aid (GIA) program, which allocates funding to participating towns for stormwater improvements related to the MRGP. In FY23, 14 Chittenden County municipalities signed up to participate in the GIA program. An estimated 33 non-compliant segments will be upgraded using the allocated \$410,000.
- **Health Equity:** A grant from the Vermont Department of Health enabled CCRPC to work with all the RPCs in the state and Vermont Health Department staff to create the [Vermont Health Equity Planning Toolkit](#). CCRPC hosted a training on the healthy equity toolkit for the Planning Advisory Committee, shared health equity project information with the CCRPC's Equity Advisory Committee (EAC) and will work with the EAC as part of toolkit implementation. CCRPC staff also developed an [online Chittenden County Equity Mapping Tool](#) showing a collection of maps on race, disability, poverty status, and English ability.
- **Traffic Alert:** CCRPC compiled and sent out 32 traffic alerts about activities impacting traffic in Chittenden County over 8 months (no alerts January-March).
- **Chittenden County Park and Ride Plan Update:** This plan identifies opportunities for improvements to the existing facilities and evaluates the potential for new facilities that will benefit commuters and residents throughout Chittenden County and the adjacent communities. The [final plan](#) was completed in

October 2022.

- **VT Culverts:** [The VT Culverts website](#) can be used to view a town's bridges and culverts on a map, or in a chart based on condition or inventory date. CCRPC staff is one of two RPCs that manage the website. VT Culverts continues to gain traction in our region and throughout the state. At the end of June, 9 of our municipalities have actively used VT Culverts to inventory town-maintained bridges and culverts.
- **Chittenden County Communications Union District (CUD):** CCRPC assisted [the CUD](#) as they started up to plan, contract, build, and manage infrastructure for high-speed internet access throughout Chittenden County. Mission Broadband was hired for consulting and project management services in June.
- **Northwest VT Transit Oriented Development (TOD):** CCRPC received a grant from the US Department of Transportation in the fall 2022 to develop comprehensive plans for transit-oriented development for up to 12 communities across a five-county region in Northwest Vermont. The grant funding will also support planning work to improve bus services and/or commuter rail to connect economically disadvantaged rural residents to employment opportunities and services. Work will begin in late 2023.
- **Chittenden County I-89 2050 Study:** The CCRPC, in collaboration with VTrans, municipalities, and other interested parties, completed the [I-89 2050 Study](#) in late 2022. The study developed an implementation plan that will guide short, medium, and long-term transportation improvements to the corridor over the next 30 years.
- **Chittenden County Brownfields Program:** In May 2023, CCRPC secured a competitive EPA grant of \$500,000 for Brownfields Assessment and Cleanup Planning over the next four years to aid property owners, potential developers and municipalities in investigating environmental issues before potential property redevelopment. The CCRPC has also received \$50,000 from ACCD in May 2023 for site assessment and cleanup planning with the potential to receive additional funds if more sites are identified needing such assistance.

For further information about the CCRPC, please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker: cbaker@ccrpcvt.org.

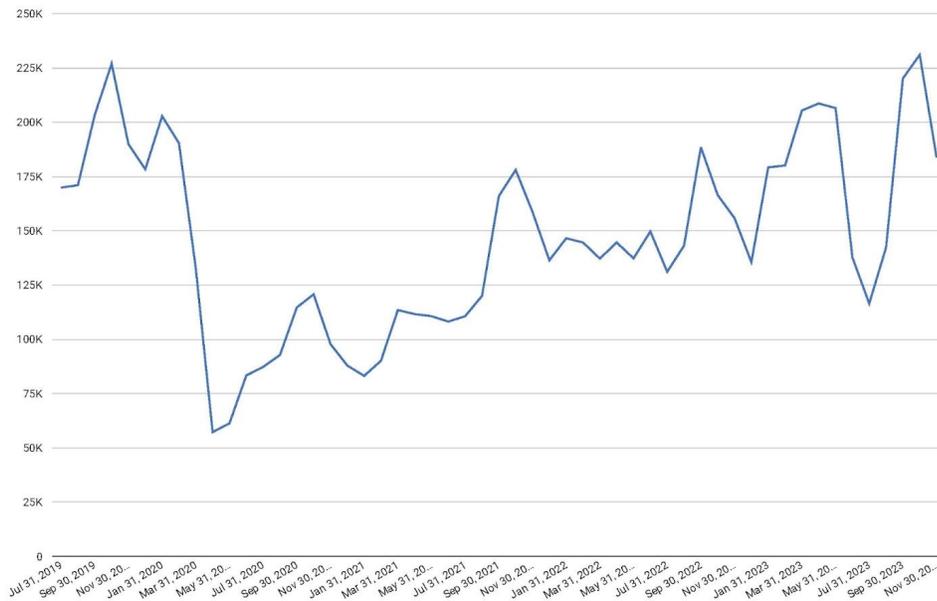


FY23 Annual Overview

Green Mountain Transit (GMT) operates public transportation services in Chittenden, Washington, Franklin, Grand Isle, Lamoille and Orange Counties. The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Ridership Update: As you can see from the chart below, GMT ridership was impacted heavily by the COVID-19 pandemic. While some ridership, specifically LINK Express and local commuter service, has been slow to rebound, our local ridership is improving. In FY 19, 92% of our ridership was on local routes while in FY 23 local routes accounted for 96%. With this shift we have seen historical ridership levels on the Williston and Essex Junction routes this fall that haven't been seen since 2012.

Urban Ridership August 2019 -November 2023



Capital Projects in FY23

Capital project work in FY23 primarily focused on the replacement of GMT's in-ground lifts, National Environmental Policy Act (NEPA) activities for a prospective property in Berlin,



passenger amenity improvement planning, and vehicle purchases. The majority of work in FY23 involved design and planning activities to support the above referenced projects. GMT purchased four (4) new bus lifts and completed design documents for associated shop construction work as part of the lift replacement, with the intent for equipment delivery and construction work to take place in FY24.

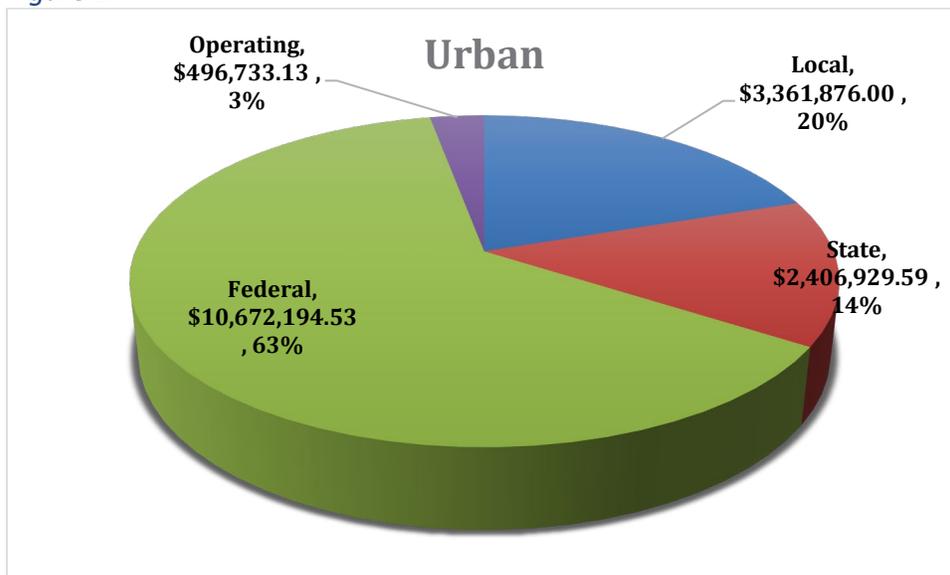
GMT partnered with a civil engineering consultant to perform environmental assessments and assist with navigating federal environmental compliance regulations as part of GMT's efforts to acquire new property for its Berlin area options.

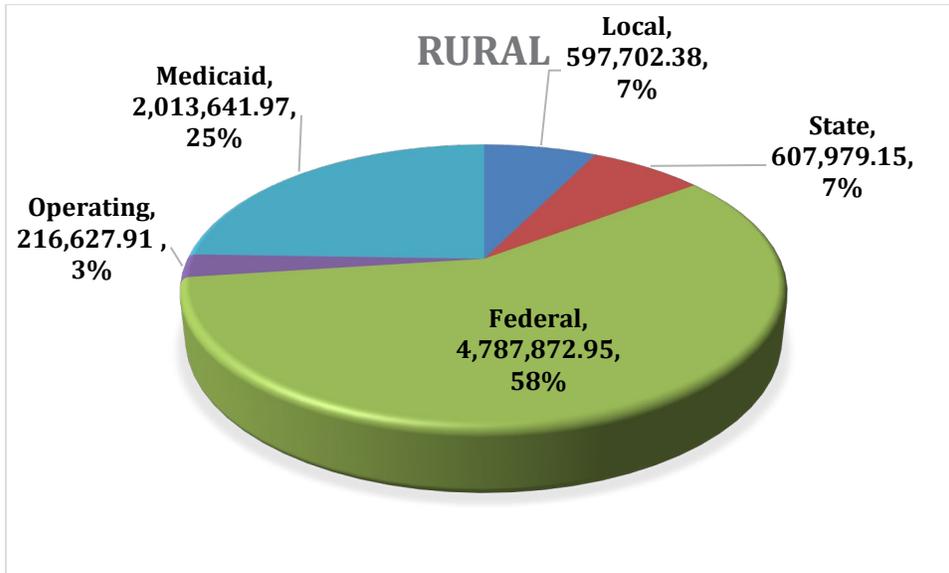
GMT staff collaborated with New Flyer of America on the purchase of five (5) new 40' Battery Electric Buses as well as planning and design work for associated charging infrastructure. GMT took delivery of one (1) 35' transit bus and three (3) minivans in FY23. GMT staff also ordered an additional six (6) 40' transit buses and six (6) cutaway buses. Finally, GMT added capacity to capital projects staff through the hiring of a new Project Coordinator.

Financial Information:

GMT ended the year with a total operating surplus of roughly \$329K and a negative change in net assets of \$1.96M. With an operating deficit of roughly \$2.2K and negative change in net assets of \$2.37M on the urban side and a roughly \$331K operating surplus and positive change in net assets of \$407.3K on the rural side.

Figure 1





The Authority's funding mix continues to rely heavily on Federal support in both systems, however this is especially noteworthy for the urban service area where covid-relief funds remain and continue to be utilized to several items, such as rising operating costs, fare-free service to the public, and as an offset for non-federal matching dollars. Despite this current trend, the Authority is expecting these special funds to be extinguished by FY26, with additional federal and non-federal funds needed to continue operating at current service levels.

The rural system has also seen a rise in the share of transit operations being supported by federal dollars, with several routes reclassified over the past few years to grants requiring a reduced non-federal share, such as the Congestion Mitigation Air Quality program (CMAQ) sponsored by the Federal Transit Administration (FTA). Demand response program revenues also continue to grow, such as the Authority's Medicaid contract with the Department of Vermont Health Access (DVHA), the relatively new micro-transit pilot in Washington County (MyRide); and the Older Persons & Disabled program (O&D). The Authority's share of its operating costs supported by rural operating revenues remain at a muted level, largely the result of fare-free services continuing for the foreseeable future.

GMT ended FY23 with a total Fund Balance of roughly \$2.22M (*unaudited*). GMT's Fund Balance Policy includes a benchmark equal to 2 months of operating expenses. At the end of FY23, GMT had approximately 1.11 months of fund balance on hand, or 55.5% of its target benchmark.

Since the South Burlington Food Shelf opened on November 1st, 2019, we have continued to receive incredible community support.

Board of Directors

Patrick Leduc
President

Over the past year, from 11/1/2022 to 10/31/23, we have had 3,069 visits by customers or around 60 visits per week. The contributions of labor, time, energy, and finances from community members, youth, organizations, and the City of South Burlington has allowed us to help 509 distinct households and over 1,244 individual people during this period. A tremendous example of neighbor helping neighbor.

Tom Hubbard
Vice President

Cherian Philip
Treasurer

Doug Bugbee
Secretary

Brian Culver

Patrick Gallivan

David Young

Kevin Dorn

Jake Cunavelis

Alan Luzzatto

The South Burlington Food Shelf has been the recipient of 1,117 separate donations of food and supplies in the last 12 months, weighing in at 58,708 lbs. And that does not include the donations from Trader Joe's, who donated over 35 tons themselves or Common Roots and the VT Foodbank, who we estimate have donated several tons of healthy and nutritious food.

We feel fortunate to live in a community that has whole-heartedly embraced the collective effort of helping our neighbors in need and on behalf of those who use our services, we thank each and every person and organization for every donation and every effort, no matter how small or large. Every bit helps!

Food Shelf Director

Peter Carmolli

We are also thankful for our amazing volunteers that commit their time week after week. Their joyous commitment and welcoming attitude make our South Burlington Food Shelf a dignified and respectful place for all who enter.

In a typical week: About 30-35 volunteers commit about 60 hours a week in total. We'll get anywhere from 18-25 donation drop offs in a week, and the volunteers will organize and stack the various donations in preparation for our customers. We'll see about 60 customers in an average week and about 4-5 of them will be new to us. We welcome them and assist them in getting the lay of the land and what they need on Thursday from 4:00pm to 6:00pm, Friday from 8:00am to 10:00am, and Saturday from 8:00am to 10:00am.

We are currently focused on finding a new permanent location, so that we can continue to provide this needed service. On behalf of all of us and those who use our services, Thank you!



ANNUAL REPORT for 2023, and BUDGET REQUEST for 2024

Vermont Garden Park

1100 Dorset Street

A UVM Extension Master Gardener project with the Burlington Garden Club and unaffiliated volunteers (doesn't include the Community Garden plots – a separate entity)

In 2023 the volunteers planted, maintained, and did fall clean-up in the gardens every Wednesday from 10 a.m. until 2 p.m. from May 10 to November 1.

Total hours donated by volunteers for the 2023 season -- 726
Value of those hours at the VT minimum wage at \$13.00 hour = \$9,438.00

Gardens include the Cottage, Butterfly, Grandma & Grandpa's Heirlooms, All America Selection Award Winners Display, the Berm, and Children's Gardens.

The annual flowers and vegetables for the gardens are grown from seed by Jan DeSarno. Value of the donated annuals is about \$500.00

Amount of vegetables donated from the gardens to the South Burlington Food Shelf on Dorset Street -- 324 pounds.

The Growing Young Gardeners program sponsored by the Burlington Garden Club was held in the gardens every Thursday morning from May until the end of August.

Budget Request for the 2024 season

3 cu.yds. Compost from Champlain Valley Compost Co. -- \$242.50

Almost every day there were children & parents in the Tea Table play area, the DinoLand and SandDunes sand play areas, and Frontier Land. The gardens provide play areas for children, donations to the Food Shelf, a beautiful place for public and private events, video shoots of garden information by Charlie Nardozi for WCAX-TV, a place for photographers, artists, and Tai Chi, credit hours for Master Gardener interns, and a sense of accomplishment for the volunteers who help create this beautiful and useful space for the community.

A special, grateful thank you to Parks Foreman Andrew Noonan, and also to Mike Ingalls, for all their work there doing the jobs that are beyond the capabilities of the volunteers.

Submitted by Jan DeSarno
Volunteer Coordinator
4 Ladd Point, Grand Isle, Vt. 05458
cell: 802-343-0847
e-mail: jandesarno@gmail.com

VOLUNTEERS – May 10 to NOV. 1, 2023
Vermont Garden Park, 1100 Dorset Street

<u>Name</u>	<u>Hours</u>
Acciavatti, Tina	33
Bell, Nancy	35
Bertin, Gianetta	71
Borden, Nina	41
Cerra, Marion	35¼
Croteau, Sharon	4
DeSarno, Jan	97
Earnshaw, Jane	6
Finkelstein, Linda	2
Foster, Anne	16
Gaida, Barbara	3½
Gendron, Jody	21
Goddard, Rose	3
Hartman, Susan	4
Jaffee, Nancy	31
Johnson, MaryEllen	45½
Kelly, Marilee	29½
Lane, Linda	28
Larson, Marge	6
Maihela, Ashley	4
McSorley, Janet	32
McCormick, Luana	10
Mesaros, Kate, Master Gard. Leader	78
Ross, Erin	25
Sprayregen, Sarah	2
Starks, Becky	14½
Sweenor, David	18½
Van Mullen, Doris	25
Villanti, Karen	5
TOTAL	726



Local Health Office Annual Report: 2023

Burlington Local Health Office | 108 Cherry Street, Suite 102, Burlington, VT
802-863-7323 | AHS.VDHBurlington@Vermont.gov

Twelve Local Health Offices around the state are your community connection with the Vermont Department of Health. **The Burlington Local Health Office provides essential services and resources to towns in Chittenden County.** Some highlights of our work in 2023 are below. For more information, visit HealthVermont.gov/local/burlington



Women, Infants & Children (WIC), Family and Child Health

Our office served over 2,000 pregnant women, new mothers and young children this year. Our WIC staff provides families with healthy foods, nutrition education, breast/chest feeding support and referrals to health care providers and community resources. While we recently celebrated the return to in-person services, we still offer appointments over the phone so that everyone can easily use WIC services. Learn more at www.healthvermont.gov/wic.



Emergency Preparedness

The Burlington Local Health Office supported community members impacted by the historic flooding this summer. Across the state, our staff helped at flood resource centers, gave out water test kits and shared information in our communities about how to stay safe. We prepare for future public health emergencies by working with community partners such as schools, hospitals and emergency personnel to ensure preparedness to distribute medicine, supplies and information.



Healthy Communities

Health is affected by more than just healthcare. Transportation, housing, education, food access, social connections and economic opportunity also play a role. Throughout the year, our office has worked with towns, schools, worksites, health care providers and other community organizations. These groups work together to evaluate the health and equity needs of our community and help create local policies and projects to improve the community's health and quality of life for all ages.





Winooski Valley Park District

Ethan Allen Homestead

Burlington, Vermont 05408

(802) 863-5744 info@wvdp.org www.WVPD.org



Date: October 5, 2023
To: South Burlington City Council
From: Nick Warner, Executive Director
Tim Larned, Park Superintendent
Lauren Chicote, Operations Manager
Cc: Jessie Baker, City Manager
Re: Annual Report from Winooski Valley Park District

Thank you for your continued support of the Winooski Valley Park District. I write to provide you updates on our activities highlighting the value of your annual investment – which is leveraged each year with grants, leasing, donated services and materials, volunteer labor and strategic partnerships.

A Vermont Regional Municipality, WVPD owns and manages 1,757 permanently conserved acres across eighteen public parks on behalf of its eight member towns. In South Burlington, this includes Winooski Gorge, Muddy Brook Park, Muddy Brook Wetland Reserve, and Valley Ridge - 111.5 acres in total. All WVPD parks are open to the public at no charge, and proactively managed for outdoor recreation and ecological health. Thanks to your annual support, this system is thriving and growing – with two new potential parks (in Williston and Winooski) coming online over the next several years.

Leveraging resources is a key strategy to maintaining and improving the WVPD park system. Grantsmanship for capital projects and strategic partnerships with public/private/non-profit entities are at the core of WVPD's operating principles. Volunteer-supported tree plantings, invasive plant management, trail maintenance, and special events and programs are all back to pre-pandemic levels, with multiple groups returning each year to assist.



As WVPD celebrates 50 years of existence, changes are occurring. We welcomed a new community into the fold (Essex Junction), are working on the addition of new parks in Williston and Winooski and are upgrading park infrastructure and buildings.

WVPD continues to see significant increases in park use - a trend that has not abated since the start of the pandemic in 2020. WVPD's seasonal crew is fully engaged performing trail maintenance, litter pick-up, and managing the wear and tear of hard use throughout the WVPD's network of natural areas.

Even before the recent flood, natural events have been dominating WVPD's work: several large wind and ice storms this past winter resulted in multiple blow downs throughout several of the WVPD's trail networks, with WVPD staff spending many hours this past fall and winter clearing the trails - a process that continues. At the nine parks that were impacted by the recent flooding event, reconstruction of walking bridges, puncheon, steps, and washed-out areas is ongoing.

Flood Event Impacts and Response

While presenting operational challenges, the recent flood has reinforced the importance of WVPD's role as owner/manager of floodplains, shoreline, and wetlands – all of which are working to mitigate floodwaters. Resilience is built into our system: despite significant damage to WVPD's pedestrian infrastructure and shoreline erosion and siltation, no buildings, vehicles, or other infrastructure were impacted.



WVPD Parks Impacted by the Flood Event

Ethan Allen Homestead: entire floodplain inundated, bridges/puncheons dislodged, trails washed out, significant silt and debris, eight acres of crops destroyed.

Delta Park: significant debris and trash accumulated from high water.

Derway Island: entire peninsula inundated, trails washed out, shoreline eroded.

Derway Cove: approx. 8,000 square feet of shoreline lost along with several mature trees.

Heineburg Wetlands: completely inundated with floodwater (no mitigation needed).

Macrae Park: historic bridge completely overtopped, parking area washed out, trees down.

Mayes Landing: approx. 2,000 square feet of shoreline lost, foundation of bicycle bridge exposed.

Muddy Brook: park completely inundated; infrastructure dislodged.

Riverwalk: trail completely overtopped, multiple boardwalks and bridges dislodged/damaged.

Salmon Hole: completely submerged during the flood, with multiple washouts.

Woodside Park: The highest water levels were observed here, with multiple bridges dislodged/damaged.



To mitigate the damage caused by the flooding, WVPD:

- received a \$7,500 grant from the VT Flood Response & Recovery Fund 2023 of the Vermont Community Foundation which will cover the cost of materials, rental of dumpsters and equipment.
- applied for and received another \$7,500 grant from the Lake Champlain Basin Program which will cover labor costs associated with flood mitigation.
- has started filing insurance claims with PACIF for several bridges, stairs, and puncheon.
- is responding to significant shoreline loss and erosion at Derway Cove and Mayes Landing, seeking additional resources to stabilize the shoreline with plantings and native materials.



Mobilizing for the Future

With climate change and water quality issues dominant, WVPD finds itself at the forefront of the movement to preserve lands that can contribute to positive ecological change.

Originally formed in response to the rapid land use changes in the late 1960's and 70's, WVPD's mission was focused on preserving areas of scenic beauty and providing recreational access. While these values persist, WVPD is increasingly focused on ecological values and the ability of our landscapes to process floodwaters, host rare and endangered species, and provide top quality habitat – all while providing robust public access.





The recent flood event in Vermont, which enveloped nine WVPD parks, reduced miles of trails into torrential streams, and carved off thousands of square feet of shoreline, further motivates WVPD Staff and Board to carry out our mission.

The staff and Board of Trustees thank you for your continuing support of WVPD. We will continue to work to build value into the investments made each year by our member towns.





southburlington

VERMONT

City of South Burlington
180 Market Street
South Burlington, Vermont 05403

www.southburlingtonvt.gov