



Board of Finance

Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

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Please click the link below to join the webinar:

<https://zoom.us/j/94411872012>

Or Telephone: +1 305 224 1968 US

Webinar ID: 944 1187 2012

****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7lNoKug676jIf_iUA ****

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	2. Public Forum

Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	3.2. February 5, 2024 Board of Finance Meeting Minutes, Draft
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes Information
Recommended Action	approve the minutes
Subject	3.3. City Council Initiatives Fund Reimbursement Request: \$6,700.00 - Councilor Dieng
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent)
Recommended Action	move to approve and recommend that the City Council approve and authorize the Chief Administrative Officer to expend \$6,700.00 in Councilor Initiative Funds for reimbursement to City Councilor Ali Dieng for the events he orchestrated with the New American communities and the Vermont National Guard, as outlined in the attached memo

Subject	3.4. 2024 VTRANS Certificate of Highway Mileage - DPW
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council accept the recorded mileage for the City of Burlington with the Vermont Agency of Transportation in the 2024 Highway Mileage Certificate, and authorize Chapin Spencer, Director of Public Works, to execute the certificate on behalf of City Council
Subject	3.5. Conservation Legacy Fund Grant Awards - DPI
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Permitting & Inspections
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve disbursement of \$152,060 in Conservation Legacy Fund monies via grant awards to Vermont Youth Conservation Corps (\$48,500), Vermont Garden Network (\$48,560), and Burlington Wildways (\$55,000) as recommended by the Conservation Board and Parks Commission
Subject	3.6. Budget Amendment between Penny for Parks Projects - BPRW
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect the necessary budget amendment and transfer of \$80,000 in funds between the Penny for Parks Projects (Calahan Park Court & Stormwater Design to Oakledge Park – Restrooms) as outlined on the Budget Amendment Request form
Subject	3.7. CLG Grant Acceptance for "preserveBTV" Historic Preservation Plan - DPI
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Permitting & Inspections

Type	Action (Consent)
Recommended Action	to approve the City's CLG Coordinator to accept the \$28,000 grant award from the Vermont Division for Historic Preservation for the 2024 CLG project preserve BTV and to authorize execution of the grant agreement, subject to approval by the City Attorney

4. Deliberative Agenda

Subject	4.1. Request for Authorization to Sign a Janitorial Services Contract with Janitech Services, LLC - Airport
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Airport
Type	Action
Recommended Action	to approve and recommend to the City Council approval and that the Director of Aviation be authorized to execute a contract for janitorial services with Janitech Services, LLC in the amount of \$799,200.00 for the first year, \$823,175.00 for the second year and \$282,625.00 for the final few months through June 2026, subject to the final review and approval by the office of the City Attorney
Subject	4.2. Parking Management Sublease Agreement with Unified Parking Partners - DPW
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of Public Works to execute Attachment A - Parking Management Sublease Agreement with Unified Parking Partners and Courthouse Plaza, in an amount not to exceed \$142,715 per year
Subject	4.3. Review of the FY23 Audit - C/T
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Information Discussion Action Resolution
Recommended Action	move to recommend that the City Council adopt the attached resolution related to the FY'23 Audit

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	February 20, 2024 - Board of Finance Meeting - Tuesday, February 20, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn