



Board of Finance

Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Please click the link below to join the webinar:

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

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda as follows: remove from the consent agenda items 3.2., 3.3. and 3.4. (per CAO Schad)

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	2. Public Forum

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

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda (as amended) and take the actions indicated
Subject	3.2. March 11, 2024 Board of Finance Meeting Minutes, Draft **AGENDA ITEM REMOVED**
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	3.3. March 18, 2024 Board of Finance Meeting Minutes, Draft **AGENDA ITEM REMOVED**
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	3.4. March 25, 2024 Board of Finance Meeting Minutes, Draft **AGENDA ITEM REMOVED**

Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	3.5. Authorization to Accept Grant funds from Vermont Housing Conservation Board (VHCB) and increase our budget - BPRW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	1. To approve and authorize the acceptance of grant funds in the amount of \$6,000 from the VHCB; and, to authorize the Director of Parks Recreation and Waterfront to execute all documents necessary to accept the funding, subject to the final review and approval of the City Attorney's Office and Chief Administrative Officer. 2. To approve and authorize a budget amendment to increase the Conservation Legacy Fund budget by \$18,240 through a \$6,000 VHCB grant and \$12,240 of CLF Fund Balance; and, to authorize the Chief Administrative Officer or designee to affect such amendment and all necessary transfers of funds in furtherance of increasing the budget.
Subject	3.6. Sponsorship Agreements for the Congolese Community of Vermont and Village Hydroponics - REIB
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Racial Equity, Inclusion, & Belonging (REIB)
Type	Action (Consent)
Recommended Action	The Office of Racial Equity, Inclusion, and Belonging requests the Board of Finance approve the following motions: 1. To approve and authorize the Acting Director of the Racial Equity, Inclusion, and Belonging Office and the Chief Administrative Officer to issue a grant of City funds to the Congolese Community of Vermont for a total authorized grant amount of \$15,000 from the Empowerment Fund GL, and to execute a grant agreement memorializing the same, subject to review by the City Attorney's Office. 2. To approve and authorize the Acting Director of the Racial Equity Inclusion and the Chief Administrative Officer to issue a grant of City funds to Vermont Hydroponics for a total authorized grant amount of \$10,000 from the Empowerment Fund GL and to execute a grant agreement memorializing the same, subject to review by the City Attorney's Office.

Subject	3.7. Waterfront Overnight Security Contract - BPRW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve and authorize the contract with Green Mountain Concert Services to provide waterfront overnight security services for a total contract amount not to exceed \$138,000 and to authorize Cindi Wight, BPRW Director to execute the contract and any related documents, subject to review by the City Attorney's Office

Subject	3.8. Lease for the Spirit Of Ethan Allen - BPRW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve and authorize the lease of the assigned area as shown in the map in Attachment A to Green Mountain Boat Lines through 12/31/2028, in substantial conformance with the existing lease terms and the updated terms as detailed herein; and, to further authorize Mayor Emma Mulvaney-Stanak to execute the lease agreement and any related documents, subject to review by the City Attorney's Office

4. Deliberative Agenda

Subject	4.1. Budget Neutral Amendment making adjustments based on recent budget to actual - C/T
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	to approve and recommend that the City Council approve and authorize the City's Chief Administrative Officer or their designee, to execute a budget amendment to reduce the CT budget by \$700,000 and to reduce expenses by a total of \$700,000 in the CT, REIB, CA, and Assessor departments, per the attached form

Subject	4.2. Burlington Fire Department Community Response Team (CRT) - Fire
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Category	4. Deliberative Agenda
Department	Fire Department
Type	Action
Recommended Action	move to approve and recommend that the City Council authorize the Chief Administrative Officer to make any and all necessary budget amendments to allocate the use of the assigned Opioid Money Fund to support operating costs of the Fire Department Community Response Team until funds are exhausted with a budget not to exceed the original approval of \$182,598.00; and, to further authorize the extension of the CRT pilot program through the end of City Fiscal Year '24 or the end of available funding
Subject	4.3. Burlington Electric Department Memorandum of Understanding for CityPlace Public Improvements - DPW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
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 a Memorandum of Understanding with the Burlington Electric Department in an amount up to \$311,237 for construction of street lighting associated with the CityPlace Public Improvements project, subject to the review and approval of the City Attorney's Office
Subject	4.4. Champlain Parkway - City of Burlington and Champlain Water District MOA - DPW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to approve and recommend to City Council they authorize the Director of Public Works or his designee to execute the Memorandum of Agreement with Champlain Water District, for the purposes of delineating the Parties' respective rights and obligations with respect to CWD's existing easement that was recorded in the City of Burlington Land Records on March 19, 1984 and City's easement originally executed on November 7, 1988
Subject	4.5. Colchester/Riverside/Barrett/Mill Intersection Finance and Maintenance Agreement Acceptance: Burlington STP 5000(29) - DPW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda

Department	Public Works Department
Type	Action
Recommended Action	1. To approve and recommend that the City Council authorize the Director of Public Works to execute the FM0477: Standard Finance and Maintenance Agreement for Federal-Aid Projects, Burlington STP 5000(29) from the Vermont Agency of Transportation for design and construction of the Colchester/Riverside/Barrett/Mill Intersection with a VTrans commitment to cover 100% of eligible project costs. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds to and from the above-referenced funding sources as needed to pay the above-referenced project expenses in FY24 and Overall Project Budgets, as further detailed in Attachment 2.
Subject	4.6. Burlington - Winooski Bridge Finance and Maintenance Agreement Acceptance BF RAIZE(2) - FM0449 - DPW
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	1. To approve and recommend that the City Council authorize the Director of Public Works to execute the FM0449: Standard Finance and Maintenance Agreement for Federal-Aid Projects, Burlington-Winooski BF RAIZ(2) from the Vermont Agency of Transportation for design and construction of the Winooski Bridge with the funding split for this project being 80% Federal, 10% State, 5% Burlington, and 5% Winooski. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds to and from the above-referenced funding sources as needed to pay the abovereferenced project expenses in FY24 and Overall Project Budgets, as further detailed in Attachment 2.
Subject	4.7. Authorization to Execute a Contract with Hallam ICS for Supervisory Control and Data Acquisition (SCADA) System Upgrade at Water Plant - DPW - Water Resources
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of the Department of Public Works to award a contract with Hallam-ICS for up to \$110,000 to

complete the SCADA upgrade scope at the Water Plant, subject to final review and approval of the City Attorney's Office

Subject	4.8. Authorization to Execute a Contract with Corrosion Products & Equipment for the Rebuild of Three Finished Pumps at Water Plant - DPW - Water Resources
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of the Department of Public Works to award a contract with Corrosion Products & Equipment for up to \$182,500 to complete the rebuilding of the Water Plant's three (3) Vertical Turbine finished pumps, subject to the final review and approval of the City Attorney's Office

5. For Discussion

Subject	5.1. Sale of 200 Church Street - CEDO
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	5. For Discussion
Department	Community & Economic Development Office (CEDO)
Type	Information Discussion

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	April 9, 2024 - Board of Finance Meeting - Tuesday, April 9, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	6. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn