Board of Finance

Monday, May 13, 2024, 5:00 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=PLljLFn4BZd2PwCge7lNoKug676jIf_iUA ****

1. Agenda

Subject	**1.1. Motion to amend/adopt agenda**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 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 agenda item 4.4. Vermont Gas Systems Franchise Agreement - DPW (per CAO Schad)

2. Public Forum

Subject	**2.1. Verbal Comments**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural

3. Consent Agenda

Subject	**3.1. Motion to adopt the consent agenda and take the actions indicated**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 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 and take the actions indicated

Subject	**3.2. April 29, 2024 Board of Finance Meeting Minutes, Draft**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information Minutes
Recommended Action	approve the minutes

Subject	**3.3. Request for Approval to Execute a Contract with ECI for the Temporary Forcemain Removal and Restoration of Site Project - DPW - Water Resources**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Public Works Department - Water Resources
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Director of Public Works to execute a Construction Contract Engineer’s Construction, Inc. for removal of the temporary forcemain and restoration of the site for an amount up to $125,000, subject to the review and approval of the City Attorney’s Office

Subject	**3.4. Authorization to issue Early Learning Initiative Capacity Grants to ONE Arts, Inc.: $11,415.15 and The Wilds Preschool: $26,275 - Business and Workforce Development**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall

Category	3. Consent Agenda
Department	Business and Workforce Development
Type	Action (Consent)
Recommended Action	to approve and authorize the Director of Business and Workforce Development to enter into the following ELI Capacity grant agreements, for a total authorized grant program amount not to exceed $37,690.15: - ONE Arts Community School – Burlington in an amount not to exceed $11,415.15 to support infrastructure updates to the facility; and - The Wilds Preschool in an amount not to exceed $26,275 to support startup costs of the program, subject to review of the grant capacity agreements by the City Attorney's Office
Subject	**3.5. Request to Execute an agreement of $57,296 dollars for a Spent (Used) Aircraft Deicing Fluid Recovery, Treatment, Recycling and Disposal Study with Stantec Consulting Services - Airport**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	.to approve and recommend that the Board of Finance authorize the Director of Aviation to execute an agreement with Stantec Consulting Services for $57,296.00 dollars to conduct a Spent Aircraft Deicing Fluid Recovery, Treatment, Recycling and Disposal Study.
Subject	**3.6. Request to Accept and Execute a contract in the amount of $97,695.00 with Annseal Inc. for Runway (RW)15-33 Plain Cement Concrete (PCC) Concrete Joint Repair and a budget neutral amendment - Airport**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	1. To approve and recommend that the City Council approve and authorize the Director of Aviation to execute a contract with Annseal in the amount of $97,695.00 with a 15% contingency totaling up to $112,349 for the Runway (RW)15-33 PCC Concrete Joint Repair, subject to review and approval of the City Attorney's Office. 2. To approve and recommend that the City Council approve a budget neutral amendment in the amount of $115,000 to the Fiscal Year 2024 Airport budget by increasing the accounts as described in the affiliated memorandum.

Subject	**3.7. Request to Execute a contract in the amount of $126,000 dollars with Mikes Electric Inc. (MEI) for Terminal Fluorescent Lighting Control Replacement - Airport**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Director of Aviation to execute a contract with Mikes Electric Inc (MEI) in the amount of $126,000 dollars for Terminal Fluorescent Lighting Control Replacement, subject to review and approval of the contract by the City Attorney's Office

Subject	**3.8. Extension of Lease - Waterfront Information Services Building - BPRW**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 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 a holdover of the existing lease terms with the Lake Champlain Chamber of Commerce for the premises located within the Pease Lot Information Building and as more particularly described in the existing lease, creating a month to month tenancy as provided for in the existing lease through October 31, 2024, for the purposes of continuity of Information Services

4. Deliberative Agenda

Subject	**4.1. Request to Accept and Execute a contract with PCS Specialty Contracting for FY2025 Parking Garage Repairs in the amount of $364,844 dollars - Airport**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Airport
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of Aviation to execute a contract with PCS Specialty Contracting for FY2025 Parking Garage Repairs in the amount of $364,844 dollars, subject to review and approval of the contract by the City Attorney's Office

Subject	**4.2. Request for Approval of a $1,276,829 Budget Neutral Amendment to the FY 2024 Patrick Leahy Burlington Internalional Airport - Airport**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Airport
Type	Action
Recommended Action	to approve and recommend that the City Council approve a budget neutral amendment in the amount of $1,276,829 to the Fiscal Year 2024 Patrick Leahy Burlington International Airport budget by increasing the accounts as described in the affiliated memorandum
Subject	**4.3. ARPA Community Infrastructure Budget Amendment and Request to Execute a Contract with S.D. Ireland Brothers Corporation for the site work and utility connections required for the kiosk at City Hall Park - CEDO**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Community & Economic Development Office (CEDO)
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 increase the City Hall Park Kiosk Budget by $150,000 from the Expanded Waterworks Park Connections and Amenities budget of $600,000 and to approve and recommend the Director of the Community & Economic Development Office to enter into a contract with S.D. Ireland Brothers Corporation for the purposes of completing the site work and infrastructure connections for the City Hall Park Kiosk, with a cost of up to $197,500 and a ~10% contingency, for a total authorization and maximum limiting amount of $220,000 subject to final review and approval of the City Attorney's Office
Subject	**4.4. Vermont Gas Systems Franchise Agreement - DPW **AGENDA ITEM REMOVED****
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to approve the Franchise Agreement between the City and Vermont Gas Systems Inc., in order to execute a new agreement through June 30, 2034, granting use of the City right-of-way for utility infrastructure and annual payments of franchise fees as detailed in the agreement; and, to recommend the Mayor to execute the Franchise Agreement in substantial conformity with the Agreement attached—subject to approval by the City Attorney's Office—on behalf of the City of Burlington

5. Adjournment

Subject	**5.1. Motion to adjourn**
Meeting	May 13, 2024 - Board of Finance Meeting - Monday, May 13, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn