



Board of Finance

Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Please click the link below to join the webinar:

<https://zoom.us/j/93111419384>

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Webinar ID: 931 1141 9384

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

1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 and take the actions indicated
Subject	3.2. June 24, 2024 Board of Finance Meeting Minutes, Draft
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	3.3. July 8, 2024 Board of Finance Meeting Minutes, Draft
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	3.4. Monthly Financial Review - Budget to Actual as of June 30th, 2024 - C/T
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
Subject	3.5. Lease of McKenzie Park - BPRW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 authorize the lease of 22.32 acres of McKenzie Park to the Intervale Center for a ten-year period for commercial agricultural purposes, and to authorize Mayor Emma Mulvaney-Stanak to execute the lease agreement and any related documents, subject to review by the City Attorney's office
Subject	3.6. Court Diversion Grant Amendment #02100-FY24/25-CN - CJC
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Community Justice Center
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve the acceptance of the State of Vermont Grant Amendment Award #02100-FY24/25-CN, in the amount of \$632,522, which will extend the court diversion and pretrial services being provided by the BCJC to June 30, 2025, and to authorize CEDO Director, Brian Pine to sign the grant agreement, and to take such further actions or to execute such further instruments as may be necessary or convenient to effectuate the transactions contemplated hereby
Subject	3.7. Department of Corrections Grant: "Safer Communities" (Grant Amendment # 03520-1578) - CJC
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Community Justice Center
Type	Action (Consent)

Recommended Action	move to approve and recommend that the City Council approve and: 1) authorize the CEDO Director to accept and execute a second amendment to State Grant #03520-1578 in the amount of \$357,160 for FY25 subject to review and approval of the City Attorney and to take such further actions and execute such further instruments approved as to form by the City Attorney as may be necessary or convenient to effectuate the transactions contemplated hereby, and 2) authorize the CAO or their designee to effectuate any budget amendments necessary to reflect the necessary changes to the FY25 budget lines associated with the grant
Subject	3.8. UVM - City Land Swap at Pearl and Prospect Intersection - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the proposed land swap agreement with the University of Vermont, as outlined in the attached Agreement and summarized in this memo, and to authorize the necessary actions to effectuate the agreement
Subject	3.9. Approval to Enter into Contract with Sandri Energy LLC, for the City of Burlington's Fuel Supply - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and recommend City Council authorize Department of Public Works Director, Chapin Spencer, or their successor or designee: (1) to enter a five-year agreement with Sandri, Energy LLC., to supply the City of Burlington, with gasoline and diesel fuel services, for a price of \$.10 over Sunoco rack price at their Burlington Vermont terminal, subject to review and approval of the City Attorney's Office; (2) to execute future extensions following the initial five-year term of the agreement approved as to form by the City Attorney's Office, for so long as any increase in price over Sunoco rack price at the Burlington, Vermont terminal does not exceed the increase in CPI-U from the effective date of the agreement
Subject	3.10. City Arts West Window Restoration - BPRW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 authorize the execution of a contract with Heritage Environmental Projects, Inc., for a price not to exceed \$80,000.00, to complete exterior window

restoration at the Burlington City Arts Center, plus a project contingency of \$4,000.00, for a total authorized project expenditure not to exceed \$84,000.00; and, to authorize Cindi Wight, Director of Parks, Recreation & Waterfront, to execute the contract, any related documents, and any future amendments needed to carry out the project and utilize the contingency as necessary, subject to review by the City Attorney's Office

Subject	3.11. Burlington Police Department Front Canopy Renovation - BPRW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 execution of a contract with Polli Construction, Inc., for a price not to exceed \$174,175 for the Burlington Police Department Canopy Renovation project, and to authorize a project contingency in the additional amount of \$17,000, for a total authorized project expenditure not to exceed \$191,175; and, to further authorize Cindi Wight, Director of Parks, Recreation and Waterfront, to execute the contract, any related documents, and contract amendments needed to carry out the project and utilize the contingency as necessary, subject to the review of the City Attorney's Office

Subject	3.12. FY25 Vehicle Purchase Recommendation - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	SUGGESTED BOARD OF FINANCE MOTION: 1. To approve and recommend the City Council approve the proposed FY'25 Fleet Purchasing List as detailed in Attachment E cost chart, and authorize the Director of the Department of Public Works to purchase the vehicles listed therein, for a total authorized expenditure in an amount not to exceed \$343,200.00; and 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to increase the foregoing authorization if necessary by not more than 15% by budget-neutral amendment, without further approval from the Board of Finance or City Council; and 3. To approve and recommend that the City Council authorize the Director of the Department of Public Works or designee to dispose of the FY25 replaced vehicles/equipment through any of the following means, as they shall in their reasonable judgement determine to be in the City's best interest, and to take such further actions and execute such further instruments approved as to form by the City attorney as may be necessary or convenient to effectuate the transactions contemplated hereby: auction the vehicles/equipment through any of various online public auctions; by trade - in where vehicle/equipment is being purchased; or, if the vehicle is of no value to the vendor, Fleet Maintenance will have the vehicle/equipment, hauled away for scrap at the current market price.

4. Deliberative Agenda

Subject	4.1. Creation of one position at CJC - CJC/HR
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Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Community Justice Center
Type	Action
Recommended Action	to approve and recommend that City Council approve the creation of the Data, Communications and Operations Specialist position within CEDO, a Limited Service, Full-time, Union, Grade 14, position
Subject	4.2. Burlington Fire Department - Lateral Hiring - Fire
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Fire Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Chief of the Burlington Fire Department to execute a Memorandum of Understanding with the Burlington Fire Fighters association, allowing for the hiring of experienced firefighter/EMTs through a lateral hiring process, subject to the final review and approval of the City Attorney's Office
Subject	4.3. Champlain Parkway Project Final Construction Contract - Award Authorization - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 contract with Engineers Construction, Inc. (ECI) in an amount up to \$14,392,262.50 with \$1,439,226.25 (10%) in contingency funds, totaling up to \$15,835,613.75, for the Champlain Parkway Final Construction Contract, subject to the final review and approval by the Office of the City Attorney
Subject	4.4. Acceptance of 2A Grants for the Fletcher Free Library's Restoration & Preservation Project for the 1904 Carnegie Building portion of the Library - Library
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Fletcher Free Library

Type	Action
Recommended Action	1. To approve and recommend the City Council approve and authorize for the Director of the Fletcher Free Library to accept and execute the Award Agreements with the following 2 funders for the Restoration & Preservation Project: NPS to accept a grant amount of \$500,000 with a local match of \$500,000 in City Capital funds, and ACCD to accept a grant amount of \$20,000 with a local match of \$20,000 in City Facility Capital funds. For both grants, the project costs are to be paid upfront by the City of Burlington and then reimbursed by NPS & ACCD for a total of \$540,000. These funds are to be added to previously accepted NEH grant and matching funds request of \$981,700 for a total FFL Restoration & Preservation project budget of \$2,021,700.00; subject to final review and approval by the City Attorney's Office and Chief Administrative Officer. 2. To approve and recommend the City Council approve and 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 support the proposed Fletcher Free Library's project budget for FY25 subject to final review and approval by the City Attorney's Office.
Subject	4.5. Authorization to Award and Execute the Construction Contract for Bridge Rail Repair - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 contract with Engineers Construction, Inc. in an amount of \$456,789.00 with use of up to \$45,678.00 in contingency for a total of \$502,467.00 for construction services related to the Bridge Rail Repair contract, subject to review and approval of the Office of the City Attorney
Subject	4.6. Fleet Telematics - DPW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 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 City Council authorize the Chief Innovation Officer to enter into a three (3) year contract with Samsara Incorporated, to supply the City Fleet with their Telematics software & equipment as stated in Samsaras quote #Q-1396189, for a maximum limiting amount not to exceed \$178,666.16., subject to review and approval of the City Attorney's Office
Subject	4.7. Authorization to Sign a Contract for Body - Worn Cameras, Conducted Electrical Weapon, and Storage for BWC Footage with Axon Enterprises, Inc. - Police
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda

Department	Police Department
Type	Action
Recommended Action	to approve and recommend that the City Council approve and authorize the Chief of the Burlington Police Department to enter into an agreement with Axon Enterprise, Inc., to purchase new Body-Worn Cameras, Conducted-Electrical Weapons, unlimited BWC Footage Storage, and various technical software support solutions outlined in the attached proposal with Axon Enterprises, Inc. not to exceed \$1,393,969.92 over a 5-year term, subject to review by the City Attorney's Office
Subject	4.8. BSD Lease at Miller Community Recreation Center - BPRW
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the lease of space in the Miller Center located at 130 Gosse Court, to include shared use of the gymnasium, as well as exclusive use of the designated teen center space, two adjacent offices and a storage closet off of the gym, to the Burlington School District for the 2024-25 school-year, and to authorize Mayor Emma Mulvaney-Stanak to execute the lease agreement and any related documents, subject to review by the City Attorney's office
Subject	4.9. Resolution: November 5, 2024 Special City Meeting -- Issuance of Revenue Bonds--for Burlington Electric Department--Net Zero Energy and Grid Reliability Projects - BED
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	to recommend that the City Council approve the attached resolution

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	August 5, 2024 - Board of Finance Meeting - Monday, August 5, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action	Motion to adjourn
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