



Board of Finance

Monday, November 18, 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 adopt agenda
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 as amended as follows: remove from the consent agenda item 3.6. and place it on the deliberative agenda as item 4.1. (per CAO Schad)

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 (as amended) and take the actions indicated**

Meeting November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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. Board of Finance November 4, 2024 Draft Minutes**

Meeting November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes
Information

Recommended Action approve the minutes

Subject **3.3. Contois Auditorium HVAC Rehabilitation Work - BPRW**

Meeting November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 Vermont Mechanical Inc., for a price not to exceed \$69,977.88, to provide services related to the replacement of boilers in City Hall, plus a project contingency of \$3,500.00 (for a total approved project expenditure including contingency not to exceed \$73,477.88), and to authorize Cindi Wight, Director of Parks, Recreation & Waterfront, to execute the contract, any related documents needed to carry out the project, and

any contract amendment necessary to utilize the project contingency, subject to review by the City Attorney's Office

Subject

3.4. City Hall Boiler Replacement - BPRW

Meeting

November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 Vermont Mechanical Inc., for a price not to exceed \$105,998, to provide services related to the replacement of boilers in City Hall, plus a project contingency of \$5,300 (for a total authorized project expenditure including contingency not to exceed \$111,298), and to authorize Cindi Wight, Director of Parks, Recreation & Waterfront, to execute the contract, any related documents needed to carry out the project, and any contract amendments necessary to utilize the project contingency, subject to review by the City Attorney's Office

Subject

3.5. Engineering Services for Harbor Dredging Contract - BPRW

Meeting

November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 VHB, Inc. for a price not to exceed \$74,579 for the Waterfront Harbor Dredging project, plus a project contingency of \$9,728, for a total authorized project expenditure not to exceed \$74,579 and to authorize Cindi Wight, Director of Parks and Recreation, to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office

Subject

3.6. Authorization to Accept Grant Funds for Oakledge Universally Accessible Playground Project - BPRW **NOW AGENDA ITEM 4.1.**

Meeting

November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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 retroactively approve and recommend that the City Council authorize the acceptance of grant funds in the amount of \$724,979 from the State of Vermont Land and Water Conservation Fund for the Oakledge Universally Accessible Playground Project and authorize the Director of Parks, Recreation and Waterfront to execute the grant agreement and all documents necessary to accept the funding, subject to the final review and approval of the City Attorney's Office

4. Deliberative Agenda

Subject	4.1. Authorization to Accept Grant Funds for Oakledge Universally Accessible Playground Project - BPRW **WAS CONSENT AGENDA ITEM 3.6.**
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	To retroactively approve and recommend that the City Council authorize the acceptance of grant funds in the amount of \$724,979 from the State of Vermont Land and Water Conservation Fund for the Oakledge Universally Accessible Playground Project and authorize the Director of Parks, Recreation and Waterfront to execute the grant agreement and to take such further actions and execute such further instruments as may be necessary or convenient to effectuate the transactions contemplated hereby, and all documents necessary to accept the funding, subject to the final review and approval of the City Attorney's Office.
Subject	4.2. Burlington's Construction and Weatherization Workforce Training Program under Rebuilding American Infrastructure with Sustainability and Equity (RAISE) - Business and Workforce Development
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Business and Workforce Development
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of Business & Workforce Development to execute a three-year contract and any other related documents necessary to carry out the agreement with ReSOURCE in an amount up to \$995,704.00 for the workforce development training of Burlington's Construction and Weatherization Training Program, subject to the review and approval of the City Attorney
Subject	4.3. Resolution: Authorization To Accept U.S. Department Of Housing And Urban Development Lead Hazard Control And Healthy Homes Grant - CEDO
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	4.4. Position Updates - BED/HR

Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	1. Board of Finance: To approve and recommend approval to the City Council for the following: • Update the minimum of the pay range for the Director of Generation Operations, a Regular, Full-time, Exempt, Non-Union, Grade M30 position, from (\$122,335.62-\$189,728.45) to (\$138,501.77-\$189,728.45). • Update the minimum of the pay range for the Director of Generation Engineering & Maintenance, a Regular, Full-time, Exempt, Non-Union, Grade M30 position, from (\$122,335.62-\$189,728.45) to (\$138,501.77-\$189,728.45). • Convert the existing Supervisor of Plant Maintenance, a Regular, Full-time, Exempt, Non-Union, Grade NS7 (\$73,082.26 -\$119,805.30) position, to a Working Crew Leader Generation Maintenance position, a Regular, Full-time, Non-Exempt, Union, Grade F22 (\$68,681.97-\$112,593.55) position. The Working Crew Leader Generation Maintenance position will report to the Director of Generation Engineering & Maintenance. • Update the tiering levels, titles, classifications, and job descriptions for the Electrician Production , a Regular, Full-time, Non-Exempt, Union position, to: Electrician Lead Worker Generation, Grade F20 (\$64,916.80-\$106,421.12); Electrician I – Generation, Grade 13 (\$61,280.34-\$100,459.4240); Electrician II – Generation, Grade 11 (\$55,282.66-\$90,627.26); and Electrician III – Generation, Grade 9 (\$52,440.54-\$85,499.23). • Update the tiering levels, titles, classifications, and job descriptions for the Engineering Production Technician, a Regular, Full-time, Non-Exempt, Union position, to: Generation Technician I, Grade F20 (\$64,916.80-\$106,421.12); Generation Technician II, Grade 13 (\$61,280.34-\$100,459.42); and Generation Technician III, Grade 10 (\$53,423.34-\$87,579.23). • Update the tiering levels, titles, classifications, and job descriptions for the Power Production Technician, a Regular, Full-time, Non-Exempt, Union position, to: Hydro Generation Technician I, Grade F20 (\$64,916.80-\$106,421.12); Hydro Generation Technician II, Grade 13 (\$61,280.34-\$100,459.42); and Hydro Generation Technician III, Grade 10 (\$53,423.34-\$87,579.23). • Update the tiering levels, titles, classifications, and job descriptions for the Mechanic 1st Class, a Regular, Full-time, Non-Exempt, Union position, to: Mechanic I, Grade 12 (\$58,719.65-\$96,261.78); Mechanic II, Grade 11 (\$55,282.66-\$90,627.26); and Mechanic III, Grade 9 (\$52,440.54-\$85,499.23). • Create tiered job descriptions for the Generation Generalist, a Regular, Full-time, Non-Exempt, Union position, to allow employees to progress from Generation Generalist II, Grade 5 (\$46,196.59-\$75,732.18) to Generation Generalist I, Grade 7 (\$48,546.58-\$79,584.54). • Convert the existing Sr. Innovation Project Specialist/Customer Care Representative, a Regular, Full-Time, Non-Exempt, Union, Grade 9 or 11 (depending on tiered level) position, to a Resource Planner position, a Regular, Full-time, Non-Exempt or Exempt (depending on tiered level), Union, Grade 8, A4, or A6 (depending on tiered level) position reporting to the Director of Policy & Planning.
Subject	4.5. Authorizing Expanded Downtown Security Services
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 2024, 5:30 PM, Bushor Conference Room 1st Floor, City Hall

Category	4. Deliberative Agenda
Department	Council and Board
Type	Action
Recommended Action	to recommend that the City Council approve and authorize the Chief Administrative Officer to make a FY25 budget adjustment that transfers \$60,000 to the CSM from the BPD FY25 budget for police salaries, and to authorize the Director of Business & Workforce Development to enter into a contract between the CSM and BPOA for security services to be provided under the terms and conditions set forth in this memorandum

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	November 18, 2024 - Board of Finance Meeting - Monday, November 18, 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