



Board of Finance

Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall

Please click the link below to join the webinar:

<https://zoom.us/j/96070476680>

Or Telephone: +1 646 931 3860 US

Webinar ID: 960 7047 6680

****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7INoKug676jIf_iUA ****

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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. REIB Empowerment Fund Awardees - REIB
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Racial Equity, Inclusion, & Belonging (REIB)
Type	Action (Consent)
Recommended Action	With regard to the previously recommended action, the Office of Racial Equity, Inclusion and Belonging should: 1) Withdraw any Motion as to approving an Empowerment Fund grant for any Burlington School District program; and 2) Move the BOF to approve and authorize the Interim Director of the Office of Racial Equity, Inclusion, and Belonging and the Chief Administrative Officer to issue a grant of City funds from the Empowerment Fund GL, and to execute the grant agreement memorializing the same, having been reviewed and approved by the City Attorney's Office to the Islamic Society of Vermont for a total authorized grant amount of \$1,000.
Subject	3.3. City Council Initiative Fund Support of Free 2024 Highlight Buttons - BCA
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	City Arts
Type	Action (Consent)
Recommended Action	to recommend that City Council approve the use of \$5,000 from the City Council Initiative Fund to subsidize Highlight tickets

Subject	3.4. Second Amendment to Work Assignment Agreement #3 with Utility Services Co., Inc. for additional scope items associated with Redstone Tank Rehabilitation - DPW - Water Resources
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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 Chapin Spencer, Director of the Department of Public Works, to execute the second amendment to Work Assignment Agreement #3 with Utility Services Co. Inc. for an amount not to exceed \$14,238, subject to the final review and approval of the City Attorney's Office

4. Deliberative Agenda

Subject	4.1. FY2025 Budget to Actuals Review through October 31, 2024 - C/T
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Information Presentation Discussion

Subject	4.2. Resolution: Authorization To Accept U.S. Department Of Transportation Innovative Finance And Asset Concession Grant Of \$1 Million For South End Coordinated Redevelopment - CEDO
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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	4.3. Re-classification of one position, the Recreation Assistant, in the Department of Parks, Recreation and Waterfront - BPRW
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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 approve and authorize the reclassification of the Recreation Assistant, a regular, part-time, non-exempt, AFSCME, Grade 9 position to a regular, part-time, non-exempt, AFSCME, Grade 12 position in the Department of Parks, Recreation & Waterfront
Subject	4.4. Reclassification request for Records Clerk position - Police
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 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 reclassification of the 4 (four) Records Clerk positions, Regular, Full-time, Non-Exempt, AFSME, Grade 13 positions to Regular, Full-time, Non-Exempt. AFSCME, Grade 15 positions within the Burlington Police Department
Subject	4.5. Water Resources FY25 Personnel Reorganization - Various - DPW - Water Resources
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	1. To recommend that the City Council approve the: ☐ Reclassification of the Wastewater Facilities Manager - a Regular, Full-time, Exempt, Non-Union, Grade 22 position, to Director of Wastewater Facilities - a Regular, Full-time, Exempt, Non-Union, Grade 24 position. ☐ Reclassification of the Chief of North, East and Pump Stations - a Regular, Full-time, Exempt, Non- Union, Grade 20 position, to Wastewater Treatment Manager - a Regular, Full-time, Exempt, Non- Union, Grade 22 position. ☐ Reclassification of the Drinking Water Facilities Manager - a Regular, Full-time, Exempt, Non-Union, Grade 22 position, to Director of Drinking Water Production - a Regular, Full-time, Exempt, Non-Union, Grade 24 position. ☐ Creation of a Drinking Water Production Manager, a Regular, Full-time, Exempt, Non Union, Grade 22, position. ☐ Reclassification of the Senior Customer Care - a Regular, Full-time, Non- Exempt, AFSCME, Grade 16 position, to Utility Billing and Customer Care Manager - a Regular, Full-time, Exempt, Non-Union, Grade 20 position. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to approve budget neutral amendments to the FY25 Wastewater and Stormwater budgets to move budgeted amounts from Salaries and Wages Total Compensation Contingency lines 480-19-425-000. 5000_910, 460-19-400-000.5000_910 and 245-19-000.5000_910 to the appropriate personnel and benefits expense lines as needed to implement the above actions.

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	December 16, 2024 - Board of Finance Meeting - Monday, December 16, 2024, 4:30 PM, Bushor Conference Room 1st Floor, City Hall
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn