BURLINGTON BOARD OF FINANCE
BUSHOR CONF. ROOM, FIRST FLOOR, CITY HALL *OR*
REMOTE MEETING WITH CALL-IN NUMBER
BURLINGTON, VERMONT
MINUTES OF MEETING
DRAFT
December 9, 2024

MEMBERS PRESENT:	Ben Traverse (via Zoom) Mark Barlow Sarah E Carpenter (at 5:21 PM) Joe Kane Emma Mulvaney-Stanak
OTHERS PRESENT:	Katherine Schad Jessica Brown Brad Kukenberger Nic Longo Cindi Wight Christian Berry Emily Stebbins-Wheelock Katie Green Darren Springer Martin Lee Marek Broderick

1.0 CALL TO ORDER and AGENDA

1.1 Motion to amend/adopt the agenda
Mayor Mulvaney-Stanak called the Board of Finance meeting to order at 5:17 PM

MOTION by Councilor Barlow, SECOND by Councilor Kane, to amend and adopt the agenda as follows:

- **Remove item 3.5 from the consent agenda and add it to the deliberative agenda as item 4.1.**

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM

2.1 Verbal Comments
Sharon Bushor spoke about the acquisition of 0 North Avenue, saying this property should be bought to be preserved but not necessarily be brought into the parkland property per se, as she does not feel costs should be expended to do anything other than preserve these wetlands.

She also spoke about the REIB item on the consent agenda, saying these awardees are an incredible group of people and she said they should be highlighted at the City Council meeting and not just Board of Finance. She further spoke about the request for funding for the wastewater plant, expressing concern that it will bring in additional costs beginning in 2027. She asked the Board of Finance to keep track of how much these additional costs will have impacts. She also spoke about revenues being down and wondered how much of an effect the eclipse had on gross receipts.

Keren Sita requested that the City provide funding to hire a consultant to advise the Mayor on a number of issues, including more awareness of funding flowing through the REIB department.

3.0 CONSENT AGENDA

3.1 Motion to adopt the consent agenda and take the actions indicated.
3.2 November 18, 2024 Board of Finance Meeting Minutes, Draft – approve the minutes.
3.3 Authorization to Accept Grant Funds from the Patrick Leahy Lake Champlain Basin program and acquire the 0 North Avenue property – BPRW – approve and recommend that the City Council approve and authorize 1. Acceptance of $1,228,592 in grant funds from Patrick Leahy Lake Champlain Basin Program in furtherance of acquisition, improvement, and maintenance of certain property located at 0 North Avenue; 2. Execution of a grant agreement and all documents necessary to accept the funding by the Director of Parks, Recreation, and Waterfront, subject to the final review and approval of the City Attorney's Office and Chief Administrative Officer; and 3. Acquisition of the 0 North Avenue property for a cost not to exceed $80,000, with the understanding that the land will be conserved in perpetuity, including mayoral execution of a purchase and sale agreement and any other documents necessary to effect the transaction, subject to final review and approval of the City Attorney's Office.
3.4 Reassignment of lease for kiosk at the corner of Church St. & College St. – BWD – approve and recommend that the City Council authorize the Mayor to execute a lease agreement with a term concluding on July 31, 2026 with Taste of France, LLC, for food and beverage operations in the College Street Kiosk, subject to final review and approval by the City Attorney's Office.
3.5 Sponsorship Agreements for REIB Empowerment Fund Awardees FY25 – REIB – **now Deliberative Agenda Item 4.1**
3.6 Request for approval to execute a Military Air National Guard Facilities Sustainment, Repair, Modernization Cooperative Agreement (FSRMCA) with National Guard Bureau (NGB) for reimbursement of design, administration, engineering, and construction work costs associated with the Vermont Air Guard Aircraft System Drainage Improvements – Airport – approve and recommend that the City Council approve and authorize the Director of Aviation to execute a Military ANG Facilities Sustainment, Repair, Modernization Cooperative Agreement (FSRMCA) with National Guard Bureau (NGB) for reimbursement of design, administration, engineering, and construction work costs associated with the VTANG Aircraft System Drainage Improvements, upon approval by the Office of the City Attorney.

MOTION by Councilor Barlow, SECOND by City Council President Traverse, to adopt the consent agenda and take the actions indicated for items 3.1-3.6.

VOTING: unanimous; motion carries.

4.0 DELIBERATIVE AGENDA

4.1 Sponsorship Agreements for REIB Empowerment Fund Awardees FY25 – REIB
Interim Director Barry began by noting that the REIB Empowerment Fund was started in FY2023 and was originally funded through ARPA dollars and is now funded through the General Fund. She said it is for funding local BIPOC business owners or organizations that support BIPOC populations in Burlington. She spoke about the process that was rolled out this year to apply robust criteria for funding eligibility while

maintaining accessibility of funding for those who need it the most. She noted that half of the funding will be released in the fall and the other half of the funding will be released in the spring. She said that the City received over $700,000 in requests and were able to provide partial funding for many of these requests.

Councilor Carpenter asked if this type of award had been provided in past years. Interim Director Barry replied that other allocations have taken place but that this is the first year they have occurred with this process in place.

Councilor Barlow noted some concerns with the legality of the City giving money to the School District, noting an agreement from 2014 between the School District and Agency of Education where the City is prohibited under education finance law from giving money to the School District. He also noted questions around the legality of the City giving money to religious entities as well. He asked that items #3 and #12 be pulled from the list of awardees pending further legal clarification.

MOTION by Councilor Barlow, SECOND by Councilor Kane, to approve and authorize the Interim Director of the Racial Equity, Inclusion and Belonging Office and the Chief Administrative Officer to issue grants of City funds from the Empowerment Fund GL, and to execute grant agreements memorializing the same, subject to review by the City Attorney's Office, as follows: 1. To Asian General Market for a total authorized grant amount of $800; 2. To Black Bamboo Wellbeing for a total authorized grant amount of $700; 4. To Champlain Valley Office of Economic Opportunity for a total authorized grant amount of $2,067; 5. To Connecting Cultures for a total authorized grant amount of $750; 6. To Conscious Homestead for a total authorized grant amount of $1,500; 7. To Empress Levi Soul Food for a total authorized grant amount of $1,000; 8. To the Greater Burlington YMCA for a total authorized grant amount of $1,500; 9. To Harmony's Kitchen for a total authorized grant amount of $500; 10.To Hip-Hop For Flood Relief for a total authorized grant amount of $800; 11. To Ishmael Ahmed for a total authorized grant amount of $1,500; 13. To King Street Center for a total authorized grant amount of $1,500; 14. To Martha Kemp for a total authorized grant amount of $1,500; 15. To Mawuhi African Market for a total authorized grant amount of $1,500; 16. To Migrant Justice for a total authorized grant amount of $1,500; 17. To Mulu's Kitchen and Catering for a total authorized grant amount of $750; 18. To New American Youth on the Rise for a total authorized grant amount of $500; 19. To New American Public Health Initiative for a total authorized grant amount of $1,000; 20. To Pam's Moda for a total authorized grant amount of $900; 21. To the People's Kitchen Project for a total authorized grant amount of $1,500; 22. To Rajnii Eddins for a total authorized grant amount of $750; 23. To Raphaelia Brice for a total authorized grant amount of $1,500; 24. To Salome Oforiwaa for a total authorized grant amount of $800; 25. To Somali Bantu Association of Vermont for a total authorized grant amount of $1,000; 26. To the South End Arts and Business Association for a total authorized grant amount of $2,000; 27. To Spectrum Youth and Family Services for a total authorized grant amount of $1,000; 28. To the Creative Discourse Group for a total authorized grant amount of $1,000; 29. To Thingz from Yaad for a total authorized grant amount of $500; 30. To Urmila Chhetri for a total authorized grant amount of $1,500; 31. To the Vermont Asylum Assistance Project for a total authorized grant amount of $500; 32. To the Vermont Language Justice Project for a total authorized grant amount of $1,000; 33. To Vermont Community Wash and Learn for a total authorized grant amount of $1,350; and to postpone item 3. To Burlington School District for a total authorized grant amount of $7,250 and item 12. To the Islamic Society of Vermont for a total authorized grant amount of $1,000, until the December 16, 2024 Board of Finance meeting, for a total authorized grand expenditure of $42,917.

<u>DISCUSSION:</u>

- **City Council President Traverse thanked Councilor Barlow for flagging this for further legal review. He noted that he is not sure whether the City is prohibited entirely from providing funding to religious entities if it is for non-religious programming.**

VOTING: unanimous; motion carries.

4.2 Addition of a new position: Airport Maintenance Worker II at the Patrick Leahy Burlington International Airport – Airport/HR
Aviation Director Longo said this is a straightforward request to add another maintenance worker to the Airport staff, noting that it is within the Airport's budget and that they would be removing a temporary employee because their term is expiring in several months.

MOTION by Councilor Carpenter, SECOND by Councilor Barlow, to approve and recommend that the City Council approve the addition of an additional full time Grade 14 AFCSME position in the existing "Airport Maintenance Worker II" job category within the Landslide Division at the Leahy Burlington International Airport.

VOTING: unanimous; motion carries.

4.3 BED U.S. Department of Transportation Charging & Fueling Infrastructure Grant – BED
General Manager Springer said that Burlington Electric Department (BED) has been awarded a $4.89 million grant from the federal government and that they are working to secure and obligate the funding prior to the Administration change at the federal level. He said the grant would fund 200 chargers (47 of which would be fast chargers) in the City, which would bring the City's charger totals to around 250 Level 2 chargers and 47 fast chargers. He noted that the local match funds are already secured through voter-approved bonds.

MOTION by Councilor Carpenter, SECOND by Councilor Barlow, to approve and recommend that the City Council approve and authorize the BED General Manager or their designee, subject to final review and approval by the City Attorney's Office, to accept and execute the grant agreement for a U.S. Department of Transportation Federal Highway Administration Charging & Fueling Infrastructure award.

VOTING: unanimous; motion carries.

4.4 Wastewater Plant Operator Reclassification Grievance Agreement – DPW
Director Spencer began by noting that there was a request in May 2023 that wastewater operators at the Main Plant be reclassified due to operational complexities at that plant related to wet weather operations, which was held up due to the fact that wastewater operators at the East Plant weren't experiencing the same conditions and there was not justification for their reclassification. He noted that the solution entailed reclassifying one position and tiering three other positions, and that the AFCSCME union filed a grievance requesting retroactive pay for the tiered positions back to the original May 2023 reclassification request.

MOTION by Councilor Barlow, SECOND by City Council President Traverse, to approve and recommend that the City Council approve the attached "Memorandum of Agreement Between AFCSME Local #1343 and the City of Burlington Re: Grievance Regarding Main Plant Wastewater Operators and Retroactive Pay" authoring the pay of $17,750 in total wages to identified, eligible employees presently holding the positions of Wastewater Operator II and Senior Wastewater Operator and employed with the City as of May 5, 2023, and further authorize the Director of Public Works to execute said agreement on behalf of the City.

VOTING: unanimous; motion carries.

4.5 Resolution: Authorization For $18,330,720 Amended Step III Loan From Vermont Clean Waster State Revolving Loan Fund And For Construction Contract With PC Construction For Up To $15,540,800 For Headworks Improvements (Stage 0) At The City's Three Wastewater Plants – DPW/Water Resources
Engineering Manager Lee noted that the improvements that would be conducted with this funding would be necessary regardless of whether the City goes out to bond for the more significant upgrades it would be planning to conduct. He noted that they received approval from the Board of Finance and City Council in June 2024 to apply for the construction loan from the State Revolving Fund, but that the only bid received has a construction cost that is $5.44 million above the original construction estimate, and that an amendment is necessary to authorize an increased loan amount to accommodate that additional cost. Division Director Moir added that this would be phase 0 of the wastewater plant upgrade projects that have been brought before the Board of Finance and City Council recently, and would draw down the remainder of the $30 million bond authorized in 2018.

City Council President Traverse said it would be good to understand why so much of the 2018 bond remained unspent until now and asked whether there were other things that could have been patched or fixed prior to now that could have forestalled the even larger bond that may potentially go before voters in March. He also asked whether the $200 million bond work could be phased even further apart, to avoid needing to borrow $200 million at once. Division Director Moir replied that the facilities evaluation that they inherited when they began this work was not nearly large enough in scope and did not give the City a good sense of its comprehensive needs related to wastewater, until a more extensive assessment was (more recently) conducted. They said that this has resulted in a gross underestimate in terms of the capital needs and funding for wastewater. They added that any attempts to significantly delay these projects or lengthen phases runs the risk of current systems and equipment failing, which will ultimately be more expensive in the short term.

MOTION by City Council President Traverse, SECOND by Councilor Kane, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

4.6 FY2025 Budget to Actuals Review through October 31, 2024 – C/T

MOTION by Councilor Carpenter, SECOND by City Council President Traverse, to table until the Board of Finance's December 16, 2024 meeting.

VOTING: unanimous; motion carries.

5.0 ADJOURNMENT
5.1 Motion to Adjourn

With no further business and without objection the meeting was adjourned at 6:06 PM.

RScty: AACoonradt