



City Council Meeting

Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Please click the link below to join the webinar:

<https://zoom.us/j/93534318165>

Or Telephone: +1 646 931 3860 US

Webinar ID: 935 3431 8165

****CCTV link: https://www.youtube.com/playlist?list=PLlJLn4BZd2PwCge7INoKug676jIf_iUA ****

To participate in Public Forum in person, sign up at the meeting.

To participate in Public Forum via ZOOM sign up here:

<https://www.burlingtonvt.gov/citycouncil/publicforum>

****ONLINE closes one hour prior to the beginning of public forum****

Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Work Session Regarding Legislative Update ****6:30 pm (25 mins.)**

Subject	2.1. Work Session Regarding Legislative Update **6:30 pm (25 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Work Session Regarding Legislative Update **6:30 pm (25 mins.)

Department	Council and Board
Type	Communication Information Discussion

3. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

Subject	3.1. Verbal reports
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per City Councilor)

Subject	4.1. Verbal reports
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per City Councilor)
Department	Council and Board
Type	Information

5. Public Forum: Time Certain: 7:00 pm **See above for signup instructions**

Subject	5.1. Verbal Comments
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Public Forum: Time Certain: 7:00 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

6. Second Public Hearing on Charter Changes for March 4, 2025 Annual City Election

Subject	6.1. Second Public Hearing on Charter Changes for March 4, 2025 Annual City Election
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Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Second Public Hearing on Charter Changes for March 4, 2025 Annual City Election
Department	Clerk/Treasurer's Office
Type	Action Public Hearing
Recommended Action	open Public Hearing close Public Hearing

7. Consent Agenda

Subject	7.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	7.2. Accountability List - C/T
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. 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	7.3. Communication: Marc Bilodeau, Parking Manager, DPW to Sam Pratt, re: parking issues
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Public Works Department
Type	Action (Consent) Communication

Recommended Action	waive the reading, accept the communication and place it on file
Subject	7.4. Appointment of City Attorney as State Ethics Liaison
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Council and Board
Type	Action (Consent)
Recommended Action	confirm whoever holds the position of City Attorney shall serve as the City of Burlington's Ethics Liaison to the State Ethics Commission
Subject	7.5. Open Space Plan Rewrite Statues Update - DPI
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Permitting & Inspections
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
Subject	7.6. Communication: Martha R. Lang, Ph.D., re: UVMCMC modest increase in height overlay request
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	7.7. Communication: Martha R. Lang, Ph.D. to Green Mountain Care Board, re: Docket No. GMCB-023024-con, UVMCMC Conceptual CON for the Construction of Replacement Parking Garage
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office

Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	7.8. Re-classification of one position, the HVAC Technician, in the Department of Parks, Recreation and Waterfront to Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician - BPRW/HR
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and authorize the reclassification of the HVAC Technician, a regular, full-time, non-exempt, AFSCME, Grade 17 position to the Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician, a regular, full-time, non-exempt, AFSCME, Grade 18 position in the Department of Parks, Recreation & Waterfront
Subject	7.9. FIO Documents
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	for information only

8. Deliberative Agenda

Subject	8.1. Potential Charter Change Amendments Based on Public Hearings (20 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action
Recommended Action	
Subject	8.2. Resolution: Short Form Ballot Language Re Charter Change Re: Authority To Regulate Rental Notifications And Notification Periods (Councilors Bergman and Litwin)

Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	8.3. Resolution: Short Form Ballot Language Re Charter Change To Article II. Sec. 2 Of The Charter Of The City of Burlington (Councilor Bergman)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	8.4. Resolution: Short Form Ballot Language Re Charter Amendment Re: Ban On Firearms In Any Establishment With A Liquor License (Councilor Bergman)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	8.5. Resolution: City Council Commitment To Rebuilding And Reconciling With The Burlington Police Department (Councilors Shannon, McKnight, Litwin, Barlow, Traverse, Carpenter)(30 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution

Subject	8.6. City Council School Budget Update - Burlington School District (20 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Burlington School District
Type	Discussion Information Presentation
Subject	8.7. **Item postponed until 2/10** FY26 City Budget Presentation (20 mins.) **material to be posted later**
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Discussion Information Presentation
Subject	8.8. Resolution: March 4, 2025--Annual City Meeting Issuance Of Revenue Bonds For Wastewater And Stormwater Utility Projects (Board of Finance) (20 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action Resolution
Recommended Action	to waive the reading and adopt the resolution
Subject	8.9. Resolution: March 4, 2025 -- Annual City Meeting Issuance Of Revenue Bonds For Drinking Water Utility Projects (Board of Finance) (20 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	8.10. March 4, 2025 Annual City Meeting--Pledging The Credit Of The City Issue General Obligation Bonds For City's Five-Year Capital Plan (Board of Finance) (20 mins.)

Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	8.11. Resolution: Establishing A Violation Reporting Incentivization Pilot (VRIP) (Councilors Litwin, McKnight, Traverse, Carpenter, Shannon, Barlow) (15 mins.)
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution

9. Committee Reports

Subject	9.1. Verbal reports
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Committee Reports
Department	Council and Board
Type	Information

10. City Council President - Council Updates (up to 5 mins.)

Subject	10.1. Verbal reports
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

11. Adjournment

Subject	11.1. Motion to adjourn
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Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

12. Informational and Non-Discrimination Statements

Subject	12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	January 27, 2025 - Regular City Council Meeting - Monday, January 27, 2025, 6:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	12. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

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MEMO

To: City of Burlington
From: Virginia Renfrew, Gail Zatz, David Mickenberg and Christina McLaughlin,
Government Relation Team for the City of Burlington
Date: January 23, 2025
Re: Update on 2025 Legislative Session

Overview

The legislature just finished its third week of the 2025-2026 biennium. The legislature is adjusting to a more balanced partisan make-up of both the House and Senate. Currently legislators are orienting to their areas of jurisdiction and the issues they will be working on throughout the session. So far, the major issue to emerge this session is the future of public education funding which the Governor revealing a plan that contains school district consolidation as a key part of the reform. On January 28th, the Governor will present his budget which will help guide the conversation in a number the City of Burlington priority areas.

Updates on the City of Burlington Legislative Priorities

1. Housing

The housing committees in the House and Senate have taken testimony from several witnesses on the state of housing production in Vermont. The importance of municipal planning and capacity has come up. The House General and Housing committee heard from witnesses related to landlord-tenant issues and no-cause evictions, as well as rental assistance, though most of the testimony was introductory in nature. Currently, the House is considering how to address the General Assistance program and whether or not there is sufficient funding in the Budget Adjustment Act to extend GA benefits beyond the current April deadline.

2. Mental Health and Substance Use

The Administration has presented testimony in several committees, asking for \$10 million in funding in the Budget Adjustment Act for contingent sustainability grants to mental health and substance use residential treatment facilities and other providers that are having financial problems. The Governor's original request was for \$4 million, specifically for mental health and substance use residential treatment facilities. They increased the request by \$6 million, for a total of \$10 million. The Governor took the \$6 million from his FY26 budget.

The House Human Services Committee took testimony on overdose prevention centers (OPCs). Department of Health Commissioner Dr. Levine provided an update on OPCs alongside Deputy Chief of Staff Joe Magee who outlined the steps the City of Burlington have taken to date.

Deputy Chief of Staff Magee also highlighted a new prevention collaboration between the fire department and medical center in which firefighters were provided training to administer Naloxone. Representative Maguire, Rutland City, has introduced H.39, which would repeal the statute that provides limited liability protection to individuals who provide services or utilize services of an overdose prevention center. There are 28 co-sponsors.

3. Judicial and Pre-Monitoring Systems

The House Judiciary and Human Services Committees held hearings this week on Raise the Age (RTA). The Governor requested that RTA not continue at this time. The Department of Children and Families (DCF) does not have the capacity to address these juvenile matters. South Burlington Police Chief Burke testified in House Judiciary and noted several times the value of Restorative Justice, especially for youth. The Attorney General's Office, specialized agencies, and Burlington Community Justice Center provided testimony on Act 180 (pre-charge diversion). Chittenden County has the greatest number of pre-charges cases per year (400-500). Chittenden, Washington, and Windham counties will likely see program implementation first due in part to the pre-existence of pre-charge programs. The House Judiciary Committee also took testimony on the Kids Apart program to expand funding to include incarcerated fathers instead of only incarcerated mothers and looked at H.27, which would make changes to the Fatality Review Commission.

Senate Judiciary reviewed the sealing and expungement laws, with the goal of amending those statutes. Sen. Hardy introduced S.9, an act relating to after-hours access to orders against sexual assault, to Senate Judiciary. This bill will create a process for after-hours orders against sexual assault to be in line with after-hours orders for domestic violence.

House Corrections and Institutions heard testimony on pretrial supervision. Here is a link to legislative counsel's presentation –

<https://legislature.vermont.gov/Documents/2026/Workgroups/House%20Corrections%20and%20Institutions/Act%20138%20An%20act%20relating%20to%20how%20a%20defendant's%20criminal%20record%20is%20considered%20in%20imposing%20conditions%20of%20release/W~Ben%20Novogroski~Pretrial%20Supervision%20Program~1-23-2025.pdf>

Pretrial supervision is Imposed as a condition of release. The court determines whether eligible defendants are suitable for placement in the program, which DOC administers.

4. Water Infrastructure

Issues concerning water infrastructure need to generally wait until the Governor reveals his Capital Bill on January 28. Thus far the environmental committees have been taking preliminary testimony on water quality issues across the state. One issue the legislature will need to address

is the state's regulatory system for farm runoff, which impacts Lake Champlain. The Agency of Natural Resources and Agency of Agriculture, Food and Markets submitted a plan for regulating farms to the EPA, which the EPA raised many questions and concerns about.

5. Gun Reform

There are a variety of bills that have been proposed relating to gun policy. H.19 has been introduced which would make the stealing of a firearm “grand larceny” and punishable no more than 10 years in prison or fined \$5,000 or both. H.20 is a short form bill which establishes a voluntary relinquishment program for people in crisis. H.45 which is a bill that would prohibit possession of firearms on premises where alcohol is licensed to be served and notice of such a prohibition be posted at such premises. H.45 has been sponsored by eight Burlington representatives. Finally, the one gun-related senate bill to be introduced is S.22 which makes it a crime to discharge a firearm within 500 feet of a child care center or school.

6. Charter Changes

To date, one of Burlington Charter changes have been introduced. Rep. Hooper introduced H.59 which involves police oversight. We expect the just cause eviction charter change to be introduced in the coming weeks.

Bills of Interest Introduced to Date

Health Care

H.56 Establishing an essential medication stockpile for reproductive and gender-affirming care – Headrick

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0056/H-0056%20As%20Introduced.pdf>

Criminal Justice

H.2 Increasing the minimum age for delinquency proceedings – LaLonde
House Judiciary Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0002/H-0002%20As%20Introduced.pdf>

H.27 The Domestic Violence Fatality Review Commission – LaLonde
House Judiciary Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0027/H-0027%20As%20Introduced.pdf>

H.30 The use of seclusion and restraint on children and youth in the custody of the Department for Children and Families (short form) – Bluemle

House Human Services Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0030/H-0030%20As%20Introduced.pdf>

H.45 Prohibiting possession of firearms on premises where alcohol is licensed to be served – Bluemle

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0045/H-0045%20As%20Introduced.pdf>

S.9 After-hours access to orders against sexual assault – Hardy

Senate Judiciary Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/S-0009/S-0009%20As%20Introduced.pdf>

Long-term Care

H.13 Medicaid payment rates for home- and community-based service providers and designated and specialized service agencies – Wood

House Human Services Committee.

As introduced – <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0013/H-0013%20As%20Introduced.pdf>

Mental Health and Substance Abuse

H.32 Treatment for opioid use disorder in correctional facilities – Headrick

House Corrections and Institutions Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0032/H-0032%20As%20Introduced.pdf>

H.39 Repeal of authorization of overdose prevention centers – Maguire

House Human Services Committee.

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0039/H-0039%20As%20Introduced.pdf>

Social and Economic Justice

H.33 Expanding employee access to unpaid leave – Headrick

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0033/H-0033%20As%20Introduced.pdf>

H.53 Counteracting federal discriminatory mandates (short form) – Headrick

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0053/H-0053%20As%20Introduced.pdf>

City of Burlington Bills

H.59 Approval of amendments to the charter of the City of Burlington – Hooper

As introduced - <https://legislature.vermont.gov/Documents/2026/Docs/BILLS/H-0059/H-0059%20As%20Introduced.pdf>

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10 Nash Place, Burlington, VT 05401

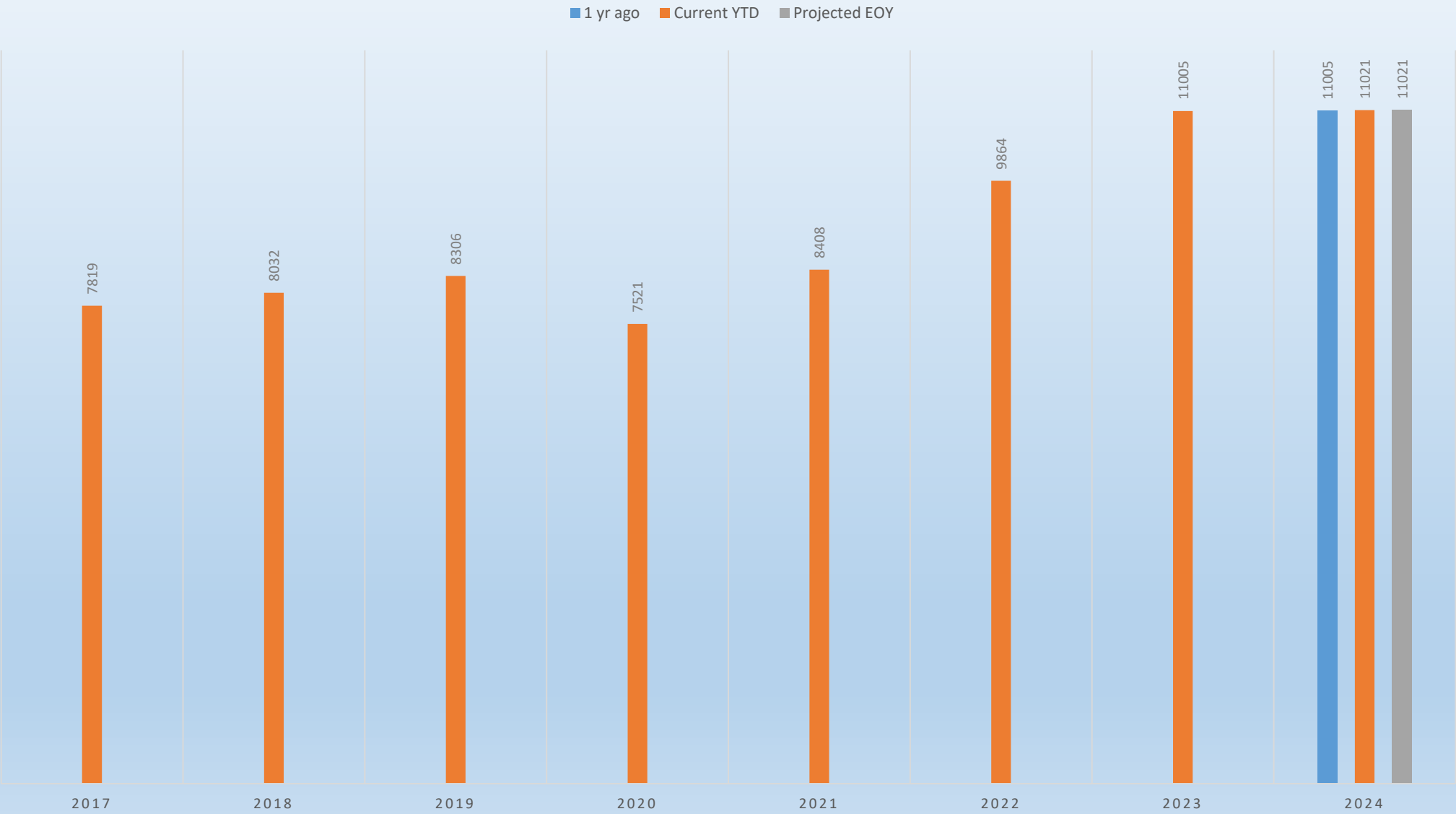
david@mickenbergvt.com, christina@mickenbergvt.com, zatz@sover.net, renfrew@sover.net

Burlington Fire Department Response Data Updated Through 12/31/2024



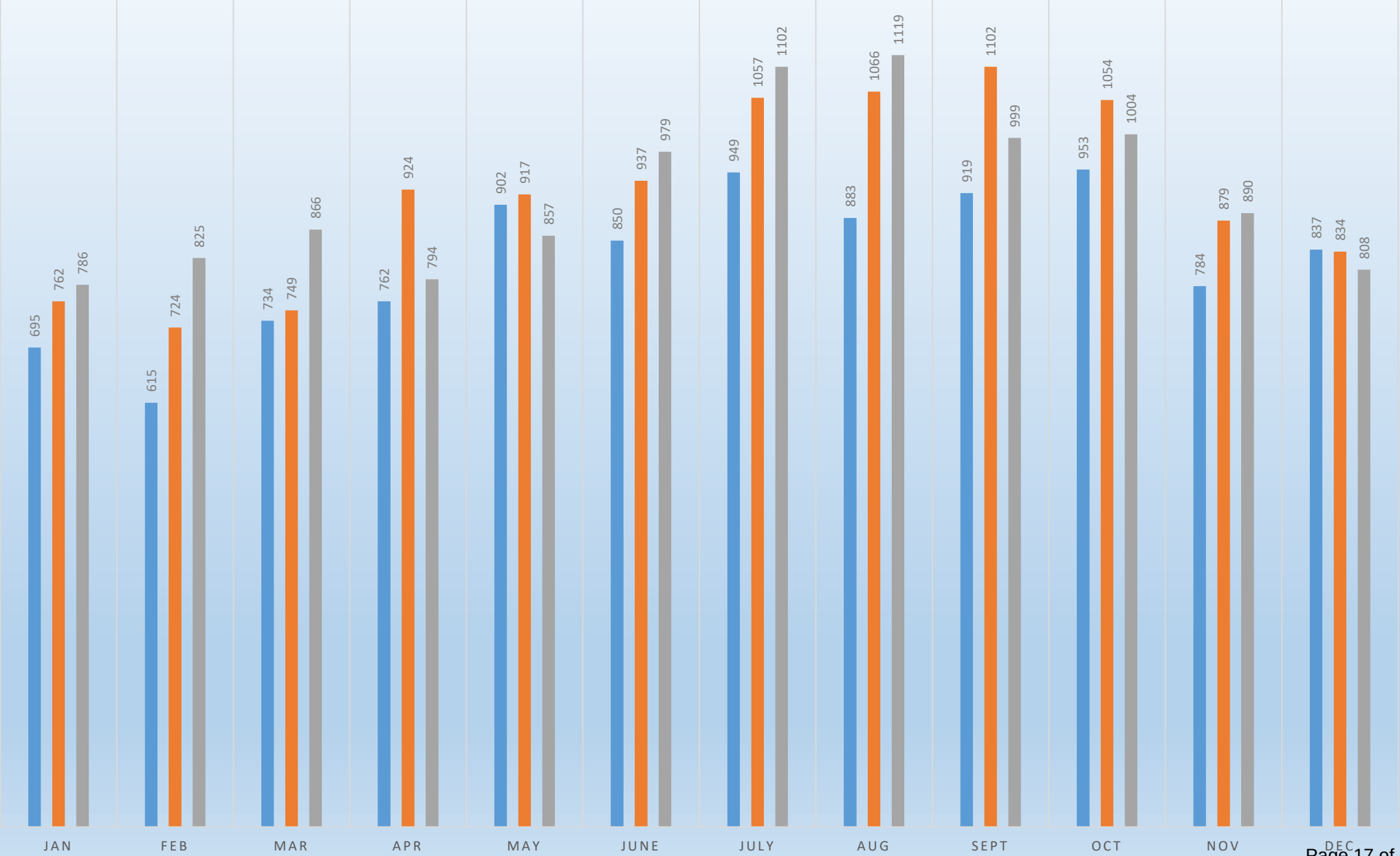


FIRE DEPARTMENT RESPONSE TOTALS
CALENDAR YEAR UPDATED THROUGH
12/31/2024



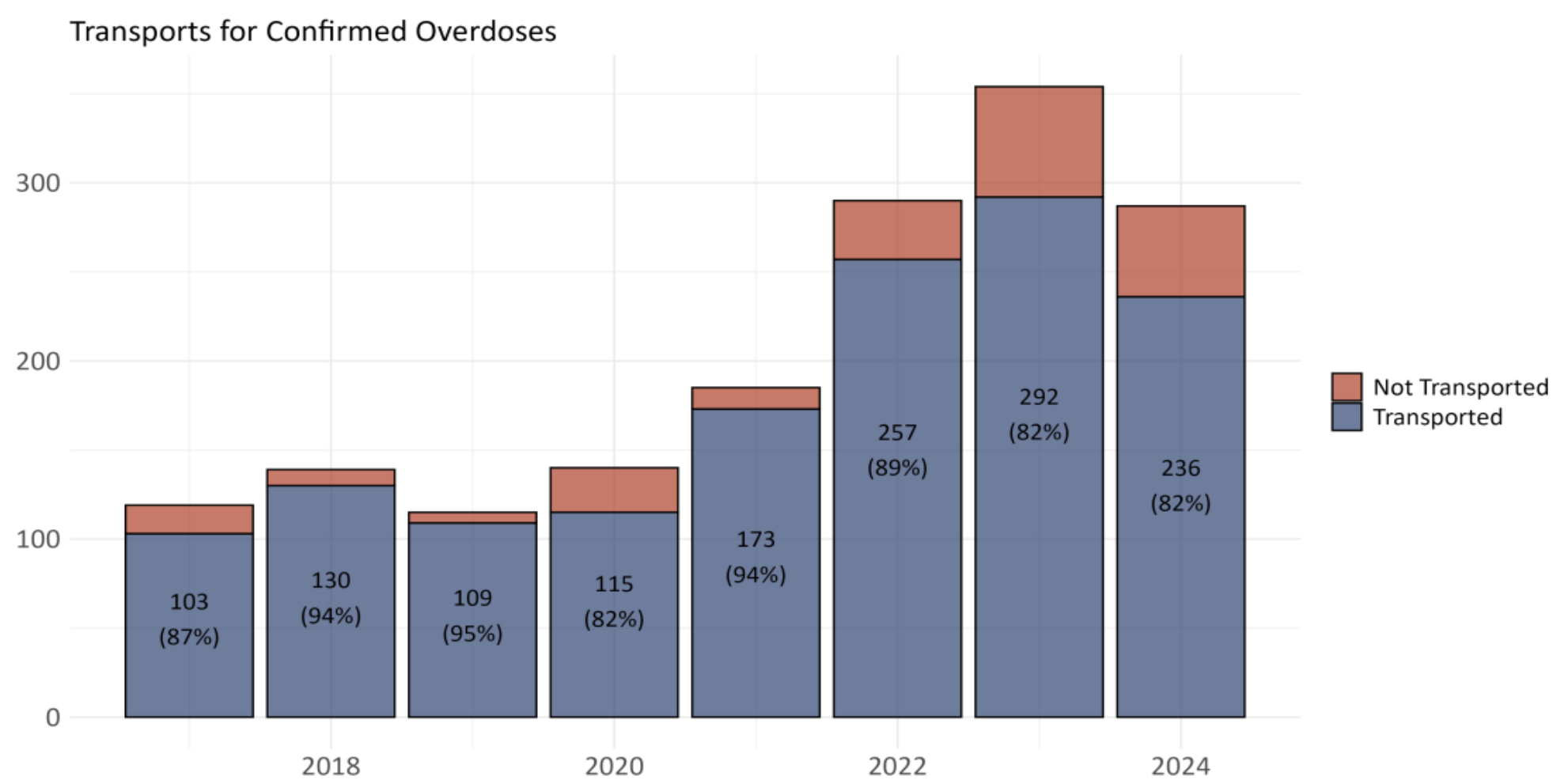


2022 - 2024 RESPONSES BY MONTH





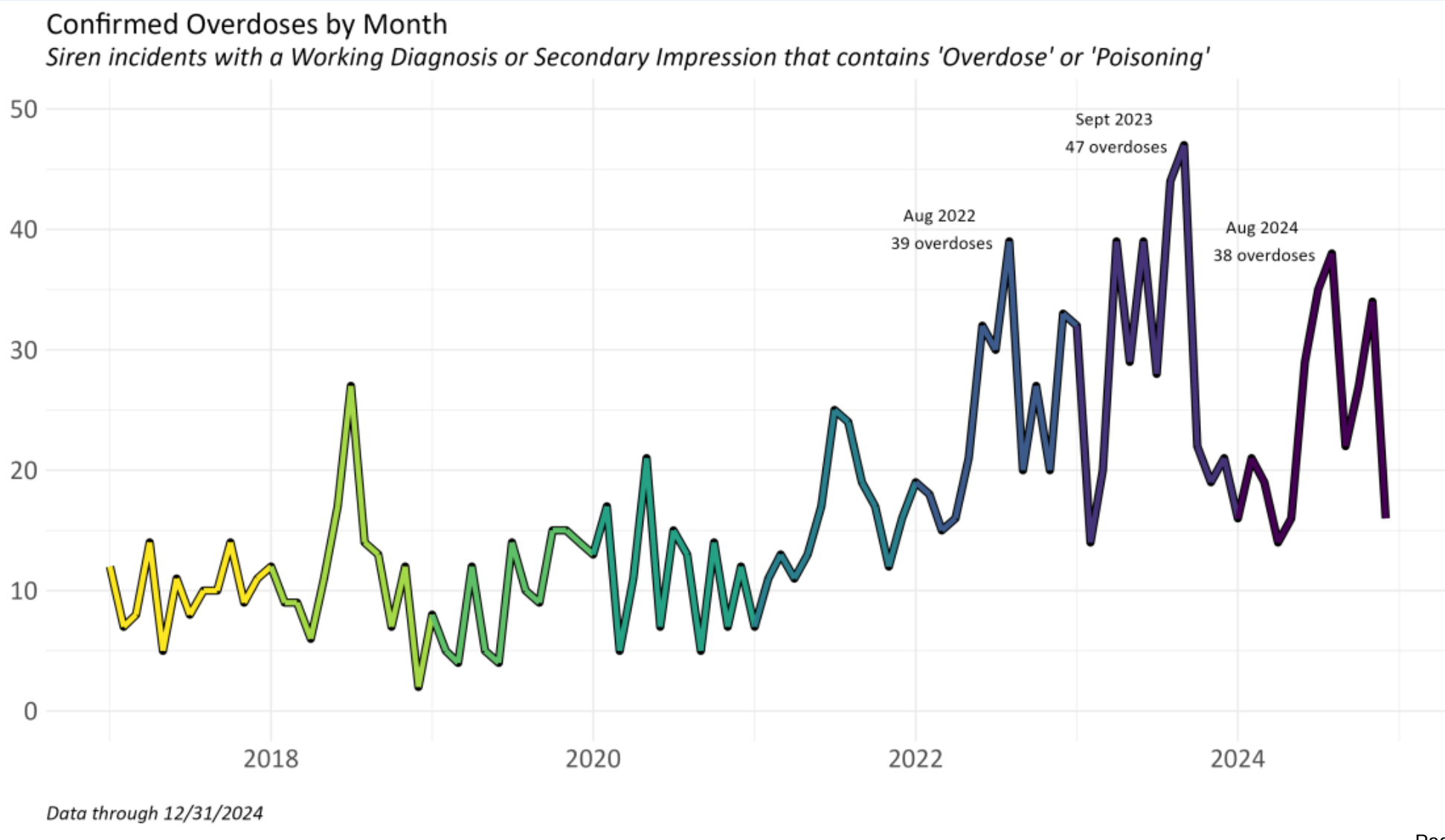
Data is for “confirmed” overdoses as reported by the ambulance crew on their state EMS run form.

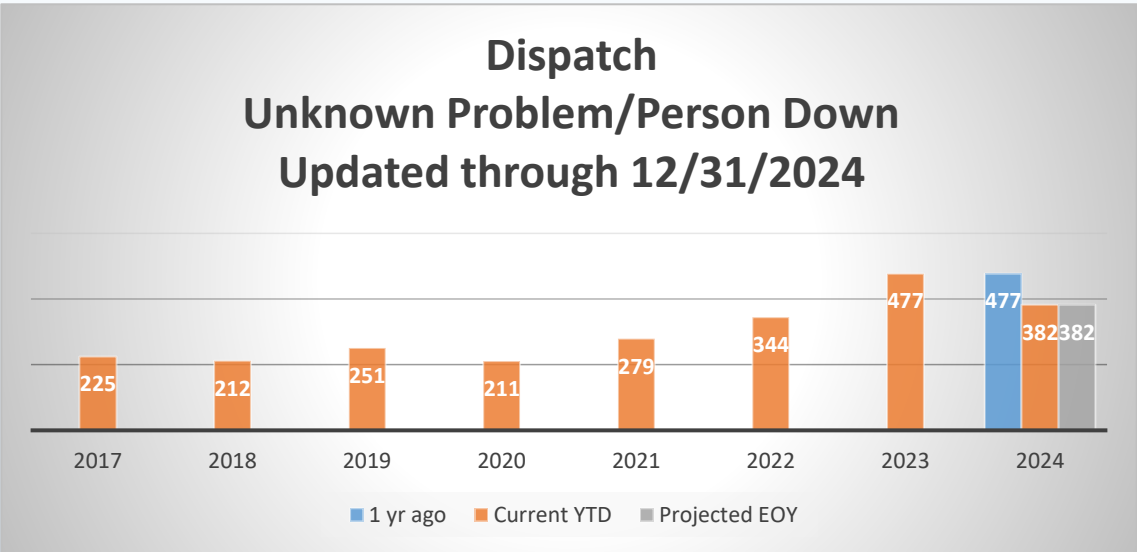


Data through 12/31/2024

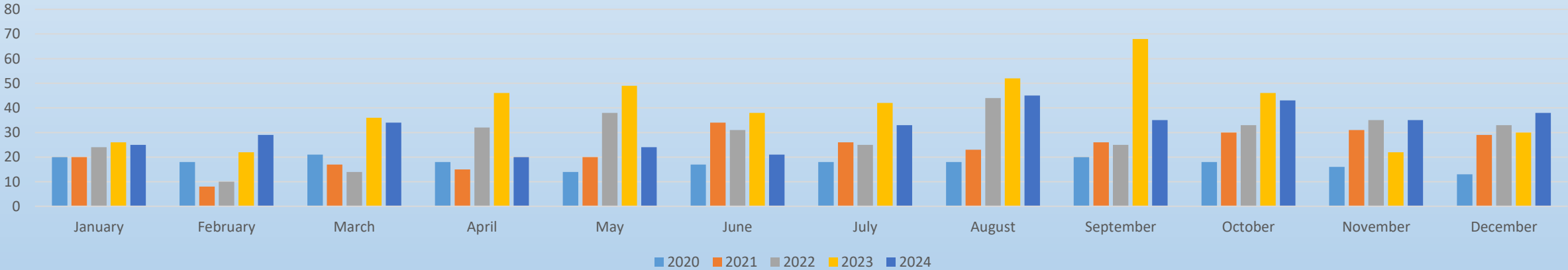


Confirmed overdoses by month as reported on state EMS run forms.

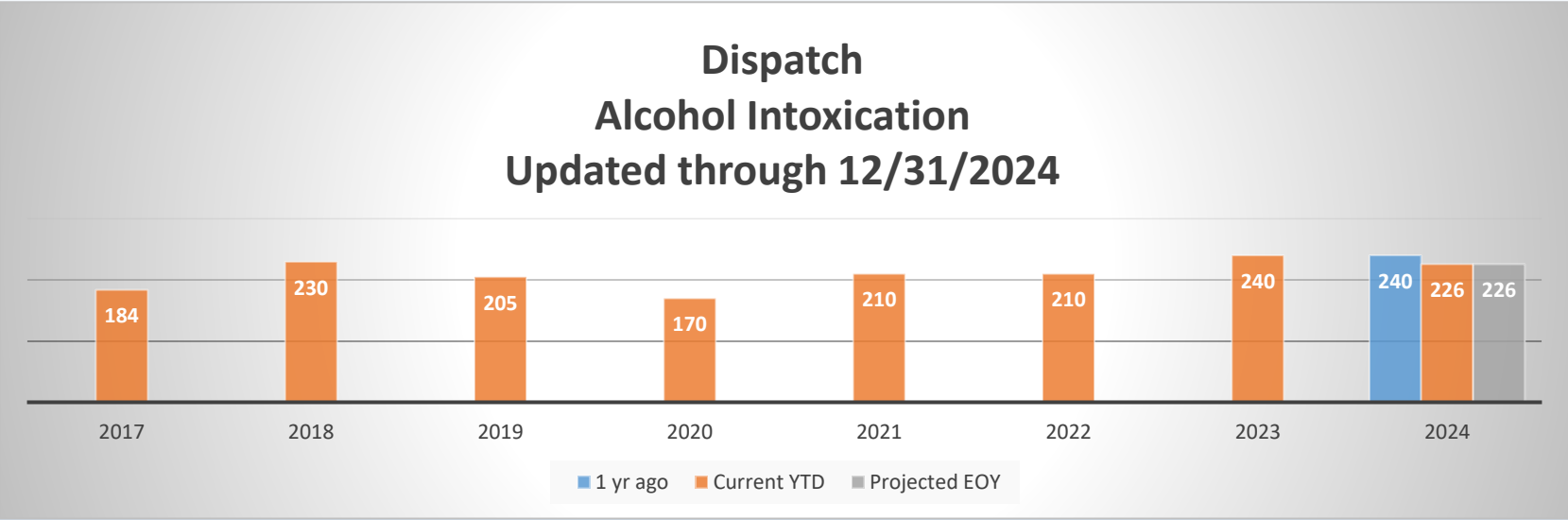




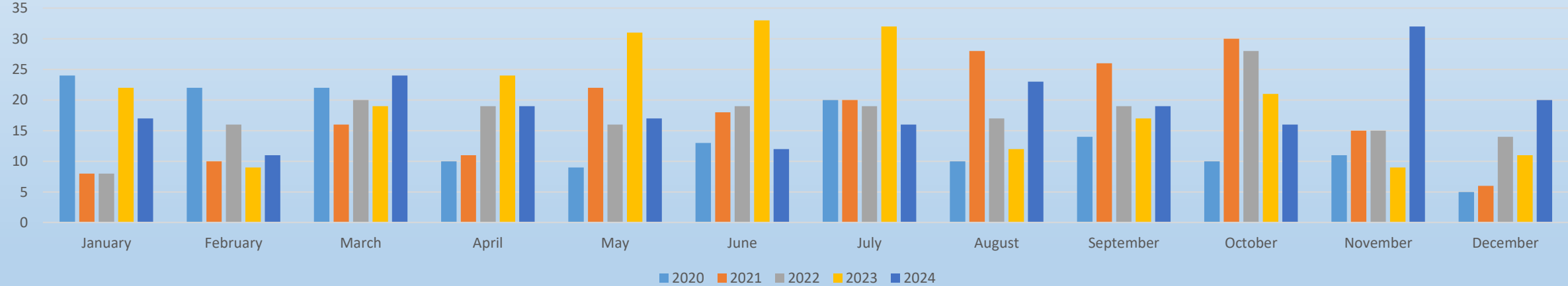
Dispatch Unknown Problem/Person Down Monthly



- Overdoses can be dispatched as an unresponsive person or person down.
- Sometimes, these people are overdosed.
- Often, they are experiencing the desired effect of their substance or have another non-emergent need.



Dispatch Alcohol Intoxication Monthly



- Open alcohol intoxicication is a concern in the community.
- These numbers are relatively steady and do not appear to account for a significant response increase.



BFD Community Response Team (CRT)
Results since rollout 10/16/2023

Total:	2282	2981	323	221	61	19	4
	# of Attendees	# of Wound Care Items Distributed	# of Comfort Care Supplies Distributed	# of NLB Kits Distributed	Total # Referrals/ Bridge to Service Providers	Total Request For CRT Members Via Phone	Total Above & Beyond Incidents

Media release for PREVENT initiative

MEDIA RELEASE

INCIDENT TYPE:	DATE/TIME OF INCIDENT:
New Initiative PREVENT	NA
INCIDENT NUMBER:	LOCATION:
NA	Burlington Fire Department
AUTHOR:	CONTACT #:
Chief LaChance	802-864-4554

BURLINGTON FIRE DEPARTMENT LAUNCHES GROUNDBREAKING PREVENT INITIATIVE (Prehospital Vermont EMS Buprenorphine Treatment)

Burlington, VT – The Burlington Fire Department (BFD) is proud to announce the implementation of the PREVENT Initiative, a pioneering program aimed at combating the opioid crisis by empowering Advanced Emergency Medical Technicians (AEMTs) and Paramedics to administer buprenorphine, a critical medication for treating opioid use disorder.

This initiative represents a significant milestone in emergency medical services (EMS), making Burlington the first department in the nation to operationalize AEMT-administered buprenorphine after an EMS-reversed overdose.

Key Components of the PREVENT Initiative:

- **New Standard Operating Guidelines (SOGs):** Updated protocols have been distributed to all stations, ensuring seamless implementation of the new procedures.
- **Accessibility to Resources:** Laminated PREVENT protocols are now available on all apparatus for quick reference. Suboxone-controlled substance boxes have been distributed to ambulances, and each unit is equipped with appointment cards directing patients to follow-up services.
- **Medication Administration:** Each ambulance is stocked with supplies, including water, to facilitate the administration of buprenorphine film strips. Before administration, EMS personnel will consult medical direction for guidance.
- **Enhanced Tools and Technology:** BFD apparatus phones and tablets have been equipped with the MDCalc app, enabling quick and accurate calculation of Clinical Opioid Withdrawal Scale (COWS) scores.

- **Streamlined Referrals:** A new electronic run form ensures efficient documentation and automatic referrals to local recovery programs, including the Howard Center Safe Recovery and Turning Point.

Commitment to Excellence and Collaboration

The PREVENT Initiative results from extensive collaboration with the Vermont Department of Health (VDH), the University of Vermont Medical Center (UVMMC), the BPD CAIP team, CEDO, The Howard Center, and the Turning Point Center of Chittenden County. This program not only equips EMS personnel with life-saving tools but also strengthens the continuum of care for individuals struggling with opioid addiction.

EMS Chief McCombie shared, "This initiative marks a turning point in our community's fight against the opioid epidemic. By enabling AEMTs and Paramedics to administer buprenorphine, we are bridging a critical gap in care and paving the way for healthier outcomes for the patients we serve. This is a significant day for Burlington, Vermont, and EMS nationwide."

The department acknowledges the complexity of this groundbreaking program and is committed to ongoing training, feedback, and improvement as the PREVENT Initiative evolves.

-END-

As of 01/20/2025

6 – Offers of Suboxone made to a patient.
0 - Number of times a patient has desired engagement with the PREVENT initiative.

NOTICE SECOND PUBLIC HEARING
ON PROPOSED CHARTER AMENDMENTS
FOR MARCH 4, 2025 ANNUAL CITY ELECTION

Pursuant to the requirements of 17 V.S.A. Sec. 2645, the second public hearing concerning proposed amendments to the Burlington City Charter will be held on Monday, January 27th, 2025 during the regularly scheduled City Council meeting which begins at 6:00 p.m. The meeting will be held in Contois Auditorium, 2nd Floor, City Hall, Burlington, Vermont and will also be streamed via Zoom.

When: Jan 27, 2025 06:00 PM Eastern Time (US and Canada)

Please click the link below to join the webinar:

<https://zoom.us/j/93534318165>

Webinar ID: 935 3431 8165

These charter amendments are proposed to be voted on at the Tuesday, March 4, 2025 Annual City Election.

1. *“Shall the Charter of the City of Burlington, Acts of 1948, No. 298, as amended, be further amended as follows:*

§ 48. Enumerated:

The City Council shall have power:

(1) to (63) *As written.*

(64) (A) ~~Where there is no written rental agreement and notwithstanding 9 V.S.A. § 4467(c), to prohibit, by ordinance, a landlord from terminating a tenancy of rental housing within the City for no cause unless the landlord provides to the tenant written notice of at least 90 days when the tenancy has been less than two years and of at least 120 days when the tenancy has been two years or more. Notwithstanding 9 V.S.A. § 4467 or any other law, to establish, by ordinance, requirements that residential landlords provide tenants notice prior to termination of residential tenancies, including requirements for the contents and timing of such notices. Such requirements may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

(B) ~~Unless inconsistent with a written rental agreement or otherwise provided by law, and notwithstanding the provisions of 9 V.S.A. § 4456(d), to require, by ordinance, tenants who wish to terminate a residential tenancy to give actual notice to the landlord at least two rental periods prior to the termination date specified in the notice. Notwithstanding 9 V.S.A. § 4456(d) or any other law, to establish, by ordinance, requirements that residential tenants provide landlords notice prior to termination of tenancies, including requirements for the contents and timing of such notices.~~

(65) Notwithstanding any other law, to prohibit increases in rent or other changes in lease terms for rental housing within the City without advance written notice. The timing, contents, and manner of giving such notice shall be established by ordinance of at least 90 days. Such ordinance may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.”?

2. *“Shall the Charter of the City of Burlington, Acts of 1949, No. 298 as amended be further amended to add Article 99. General Weapons Requirements Sec. 510 entitled “Ban on Firearms in Any Establishment with a First Class Liquor License” thereto to read as follows:*

Sec. 510. Ban on Firearms in Any Establishment with a First Class Liquor License.

- (a) This act expressly supersedes 24 V.S.A. §§ 2291(8) & 2295 and authorizes the City of Burlington to regulate the possession and carrying of firearms in the manner indicated below.
- (b) Ban. Within the City of Burlington, no person may carry or possess a firearm, as defined by Section 4016(a)(3) of Chapter 13 of the Vermont Statutes Annotated, in any building or on any real property or parking area under the ownership or control of an establishment licensed to serve alcohol on its premises.
- (c) Exceptions. This provision shall not apply to
- (1) any federal, state, or local law enforcement officer acting within the scope of that officer’s official duties;
 - (2) any member of the armed forces of the United States or the Vermont National Guard acting within the scope of that person’s military duties;
 - (3) any government officer, agent, or employee authorized to carry a weapon and acting within the scope of that officer’s duties;
 - (4) the owner or operator of such establishment, as long as that person is not prohibited from possessing or carrying that weapon under any other federal, state, or local law.
- (d) The penalty for any violation of this section shall be as follows:
- (1) Criminal Offense. Any violation of this Article may be considered a criminal offense, which shall be punishable by a fine of no more than \$1,000 and/or by imprisonment for not more than ninety (90) days.
 - (2) Civil Offense. Any violation of this Article may also be considered a civil ordinance violation punishable by a fine of no less than \$200 and no more than \$500 and civil forfeiture of the weapon as provided below.
 - (3) Forfeiture. Upon probable cause that a person is in violation of this provision, a law enforcement officer may seize the weapon involved in the violation. The person from whom the weapon is seized, or the owner of the weapon (if different), may appeal the forfeiture of the weapon within thirty (30) days of the seizure to the Vermont Superior Court, Civil Division, pursuant to Chapter 102 of Title 12 of the Vermont

Rules of Civil Procedure and Rule 74 of the Vermont Rules of Civil Procedure. In any appeal, the burden of proof shall rest upon the City to establish the violation by a preponderance of the evidence. If the City fails to establish the required burden of proof, the items shall be returned to the person from whom they were seized. If no appeal is taken within thirty days, or if the City prevails in the superior court proceedings, the items so seized shall become the property of the City of Burlington.”?

3. *“Shall the Charter of the City of Burlington, Acts of 1949, No. 298 as amended be further amended to amend Section 2 to Article 2 as follows:*

ARTICLE 2. CITY ELECTION AREAS DEFINED

§2. Election boundaries.

~~(a) City districts described. For the annual meeting of 2024 and all City elections thereafter, the City of Burlington is divided into four electoral districts, constituted as follows:~~

~~(1) East District. The East District shall include all that part of said City lying easterly and northerly of the following described boundaries: Beginning at the common boundary between the Cities of Burlington and Winooski in the Winooski River beneath the Central Vermont Railway bridge downstream of the Lower Winooski Falls and Salmon Hole; thence westerly in the centerline of said railroad tracks for 406.6 feet to a point where the centerline of Intervale Road extended northerly intersects said railroad track centerline (approximately 73.2028 longitude, 44.4911 latitude); thence southerly along the extension of the centerline of Intervale Road, crossing Riverside Avenue until the centerline intersects with that of the Archibald Street centerline extended easterly; thence westerly along the Archibald Street centerline until the intersection of the Archibald Street centerline and the North Willard Street centerline; thence southerly along the North Willard Street Centerline until the intersection of the North Willard Street centerline and the Pearl Street Centerline; thence westerly along the Pearl Street centerline until intersecting with the South Winooski Avenue centerline; thence southerly along the South Winooski Avenue centerline until intersecting the Maple Street centerline; thence easterly along the Maple Street centerline for 1573.5 feet to a point where the eastern property boundary of 315 Maple Street extended northerly intersects Maple Street (approximately 73.2064 longitude, 44.4739 latitude); thence southerly along the eastern property boundary of 315 Maple Street for 276.5 feet (approximately 73.2064 longitude, 44.4734 latitude); thence 281.4 feet westerly to a point where the southern property boundary of 315 Maple Street extended westerly intersect with the western boundary of 251 South Willard Street extended northerly (approximately 73.2071 longitude, 44.4733 latitude), thence 723.7 feet 177° southerly to a point where it intersects the southern property boundary of 285 South Willard Street extended westerly (approximately 73.2071 longitude, 44.4719~~

latitude); thence easterly along the southern boundary of 285 South Willard Street for 696.5 feet until intersecting with the South Willard Street centerline (approximately 73.2051 longitude, 44.472 latitude); thence northerly along the South Willard Street centerline for 220.9 feet (approximately 73.2052 longitude, 44.4724 latitude); thence easterly along the southern property boundary of 262 South Willard Street for 557.6 feet (approximately 73.2037 longitude, 44.4725 latitude); thence northerly along the eastern property boundary of 262 South Willard Street for 89.6 feet to a point where the Juniper Terrace centerline extended westerly intersects the eastern property boundary of 262 South Willard Street (approximately 73.2037 longitude, 44.4726 latitude); thence following the Juniper Terrace centerline easterly until intersecting with the Summit Street centerline (approximately 73.2021 longitude, 44.4727 latitude); thence northerly along the Summit Street centerline until reaching the centerline of Main Street thence following the Main Street centerline easterly 2339.6 feet (approximately 73.1964 longitude, 44.4753 latitude); thence southwesterly 214° for 136.1 feet (approximately 73.1966 longitude, 44.4751 latitude); thence southeasterly 98.2 feet (approximately 73.1964 longitude, 44.4749 latitude); thence southwesterly by 213° for 770 feet (approximately 73.1975 longitude, 44.4737 latitude); thence southeasterly by 123° for 477.4 feet until intersecting with the University Heights centerline (approximately 73.1964 longitude, 44.4732 latitude); thence southerly along the centerline of University Heights Road 1221.65 feet until intersecting with the PFG Road centerline, thence westerly by 79° until intersecting with the common boundary between the Cities of Burlington and South Burlington.

(2) Central District. The Central District shall include all that part of the City bounded as follows: On the east, beginning at the common boundary between the City of Burlington and Town of Colchester in the Winooski River at a point intersecting with the centerline of Institute Road extended northeasterly (approximately 73.2147 longitude, 44.5089 latitude); thence southerly along the common boundary between the City of Burlington and Town of Colchester in the Winooski River to a point beneath the Central Vermont Railway bridge downstream of the Lower Winooski Falls and Salmon Hole; thence westerly along the East District northern boundary for 406.6 feet to its intersection with the westerly boundary of the East District; thence southerly along the westerly boundary of the East District to its intersection with the centerline of Archibald Street, then southerly along the East District western boundary to the intersection with the centerline of Pearl Street; thence westerly along the northern boundary of the East District to the intersection with the centerline of South Winooski Avenue; thence southerly along the western boundary of the East District to the centerline of Maple Street; thence westerly along the centerline of Maple Street until its intersection with the centerline of South Champlain street; thence northerly along the South

~~Champlain Street centerline until its intersection with the centerline of King Street; on the south along the centerline of King Street extended westerly to Lake Champlain; on the west by Lake Champlain; on the north, beginning at the intersection of the common property boundary between 87 North Avenue and 9 Lakeview Terrace extended westerly to Lake Champlain (approximately 73.2252 longitude, 44.4832 latitude); thence northeasterly along the extended property boundary between 87 North Avenue and 9 Lakeview Terrace to its intersection with the centerline of the Central Vermont Railway railroad track (approximately 73.2239 longitude, 44.4837 latitude); thence northerly and easterly along the centerline of the Central Vermont Railway railroad track, crossing North Avenue and the Burlington Beltline, to its intersection with the centerline of Spring Street extended northwesterly (approximately 73.2183 longitude, 44.4912 latitude); thence northwesterly along the extension of the centerline of Spring Street to its intersection with the centerline of Institute Road extended northeasterly (approximately 73.2281 longitude, 44.4995 latitude); thence northeasterly along the extension of the centerline of Institute Road extended to its intersection with the common boundary between the City of Burlington and Town of Colchester in the Winooski River (approximately 73.2139 longitude, 44.5077 latitude).~~

~~(3) South District. The South District shall include all that part of the City south of the southern boundaries of the East and Central Districts.~~

~~(4) North District. The North District shall include all that part of the City north of the northern boundary of the Central District.~~

~~(b) Wards described. Each of the City of Burlington's four electoral districts set forth in subsection (a) of this section hereby comprises two wards, each of which is constituted as follows:~~

~~(1) East District—Ward 1 and Ward 8.~~

~~(A) The East District is divided into two wards by the following boundary: Beginning at the center of the intersection of Brooks Avenue and South Willard Street; thence easterly along the Brooks Avenue centerline until intersecting with the centerline of North Prospect Street; thence southerly along the centerline of North prospect Street to the intersection of the centerline of Colchester Avenue to the intersection of the centerline of Mary Fletcher Drive; thence southerly along the centerline of Mary Fletcher Drive for 331.58 feet (approximately 73.196 longitude, 44.4802 latitude); thence southerly along the western~~

side and easterly along the southern side of the UVM Medical Center building for 1854.5 feet until a point at the center of the intersection of Beaumont Avenue and Mary Fletcher Drive (approximately 73.1932 longitude, 44.4788 latitude); thence south along the Beaumont Avenue centerline to the intersection of Carrigan Drive; thence following Carrigan Drive westerly for 199.1 feet (approximately 73.1932 longitude, 55.5756 latitude); thence travelling southwesterly for 821.3 feet along the UVM service road on the eastern border of the southeastern wing of the UVM Jeffords Hall until a point at the intersection of the service road and the centerline of University Heights extended northeasterly (approximately 73.1947 longitude, 44.4751 latitude); thence southwesterly along the centerline of University Heights 977.3 feet (approximately 73.1962 longitude, 44.4735 latitude); thence continuing southeasterly along the centerline of the driveway bounding the western side of the UVM Living/Learning Commons for 404.3 feet (approximately 73.1952 longitude, 44.4731 latitude); thence continuing south along the eastern side of UVM's University Heights dorms until intersecting with PFG Road; thence continuing easterly along the western extension of the PFG Road centerline for 601.2 feet until intersecting with the common boundary between the Cities of Burlington and South Burlington.

(B) Ward 1 lies to the north and east of the boundary described in subdivision (A) of this subdivision (1), and Ward 8 lies to the south and west.

(2) Central District—Ward 2 and Ward 3.

(A) The Central District is divided into two wards by the following boundary: Beginning at the intersection of the common property boundary between 85 North Avenue and 9 Lakeview Terrace extended westerly to Lake Champlain (approximately 73.2252 longitude, 44.4832 latitude); thence northeasterly along the extended property boundary between 87 North Avenue and 9 Lakeview Terrace to its intersection with the centerline of the Central Vermont Railway railroad track (approximately 73.224 longitude, 44.4837 latitude); thence southeasterly along the centerline of the Central Vermont Railway railroad track to a point intersecting with the northwestern property boundary of 300 Lake Street extended southwesterly (approximately 73.2234 longitude, 44.4832 latitude); thence northeasterly to a point at the intersection of the northwestern property boundary of 300 Lake Street extended northeasterly with the centerline of Depot Street (approximately 73.2223 longitude, 44.4837 latitude); thence northerly along the centerline of Depot Street to the intersection with the centerline of Lakeview Terrace; thence easterly along the centerline of Lakeview Terrace extended westerly until intersecting with the centerline of North Avenue; thence northerly along the centerline of North Avenue to its intersection with the centerline of North Street; thence easterly along the centerline of North Street until intersecting with the North Union Street centerline; thence southerly following the North Union Street centerline until intersecting with the Loomis Street centerline; thence

easterly along the Loomis Street centerline to the intersection of the centerlines of Loomis Street and South Willard Avenue.

(B) Ward 2 lies to the north of the boundary described in subdivision (A) of this subdivision (2), and Ward 3 lies to the south.

~~(3) South District — Ward 5 and Ward 6.~~

~~(A) The South District is divided into two wards by the following boundary: Beginning at the intersection of the centerlines of Maple Street and Church Street; thence southerly along the centerline of Church Street to the intersection with the centerline of Adams Street; thence westerly along the centerline of Adams Street to the intersection with the centerline of Saint Paul Street; thence southerly along the Saint Paul Street centerline to its intersection with the centerline of Shelburne Street; thence southerly along the centerline of Shelburne Street to its intersection with the centerline of Flynn Avenue; thence easterly along the centerline of Flynn Avenue extended easterly to the common boundary between the Cities of Burlington and South Burlington.~~

~~(B) Ward 5 lies to the west of the boundary described in subdivision (A) of this subdivision (3), and Ward 6 lies to the east.~~

~~(4) North District — Ward 4 and Ward 7.~~

~~(A) The North District is divided into two wards by the following boundary: Beginning at the centerline of Institute Road extended southwest to Lake Champlain; thence northeasterly to the intersection of Institute Road with the centerline of North Avenue; thence northerly along the centerline of North Avenue to its intersection with the centerline of Fairfield Drive; thence westerly along the centerline of Fairfield Drive to its intersection with the western property boundary of 39 Westward Drive extended southerly (approximately 73.2685 longitude, 44.5257 latitude); thence northerly along the western property boundary of 39 Westward Drive, until intersecting with the centerline of Westward Drive; thence southwest along the centerline of Westward Drive to the intersection with the Northshore Drive centerline; thence northerly along the Northshore Drive centerline until intersecting with the Clair Pointe Road centerline (point); thence westerly along the southern property boundary of the Claire Pointe condominium development (approximately 73.2686 longitude, 44.5286 latitude), and then extended to Lake Champlain.~~

~~(B) Ward 4 lies to the west of the boundary described in subdivision (A) of this subdivision (4), and Ward 7 lies to the east.~~

~~(5) Ward map reference. Reference is also made to a map entitled “Ward Redistricting, 8 Wards — 4 Districts, 12 Councilors, Approved Map (December 2 V1.3), Map Date: December 8, 2022” located in the Burlington Chief Administrative Officer’s office in further aid of the description of the wards set forth in this subsection.~~

The election area boundaries established in 2023 pursuant to Act M-7 shall remain in effect until changed by the City Council which is hereby authorized to make changes from time to time to the boundaries of the election areas in order to provide an equal division of population among them in accordance with data produced by the U.S. Census Bureau. Election areas changes shall not be made more frequently than once in five years. Such changes shall be approved by the voters at an annual or special meeting of the City and shall become effective immediately upon approval unless a later date is established therein.”?

* Material underlined added

** Material struck out deleted

The official copy of the proposed charter amendments will be posted in the Clerk Treasurer’s office and on the City’s website for public viewing by January 3rd, 2025. Should any revisions be made to the proposed charter change amendments, they will be posted by February 12th, 2025.

Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING – CHARTER
CHANGE RE: CITY COUNCIL AUTHORITY TO
REGULATE RENTAL NOTIFICATIONS AND
NOTIFICATION PERIODS

RESOLUTION 7.5

Sponsor(s): CDNR, Charter Change
Committee

Introduced: 11/12/24

Referred to: _____

Action: adopted

Date: 11/12/24

Signed by Mayor: 11/19/24

CITY OF BURLINGTON

In the year Two Thousand Twenty-Four.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City has a significant population of renters, and ensuring fair, transparent, and
2 equitable housing practices is essential to promoting stability and wellbeing within the community; and

3 WHEREAS, the City Charter prescribes limited authority for the City Council to regulate rental
4 notifications and notification periods to increase rent or to terminate a tenancy; and

5 WHEREAS, specifically, Section 48(64)(A) requires landlords to provide 90 days' notice to terminate
6 a tenancy without cause if the tenancy has been less than two years and 120 days if the tenancy has been
7 longer, Section 48(64)(B) requires tenants to provide two rental periods' notice to terminate a tenancy unless
8 inconsistent with a lease provision, and Section 48(65) requires 90 days' notice of a rental increase; and

9 WHEREAS, these notice periods are in addition or in excess of those required by general state law,
10 including 9 V.S.A. §§ 4456(d) and 4467(c), and facilitate the City in addressing the unique needs of its rental
11 market; and

12 WHEREAS, the notice periods prescribed by the City Charter are inadequate to allow the City to
13 respond to specific and changing rental housing market conditions; and

14 WHEREAS, granting the City greater flexibility to enact rental notice regulations will allow the City
15 Council to enhance tenant stability, to foster more transparent landlord-tenant relations, and to mitigate
16 negative impacts from sudden evictions or lease terminations, particularly for vulnerable populations; and

17 WHEREAS, at its October 24, 2024 meeting, the Community Development and Neighborhood
18 Revitalization Committee ("CDNR") of the City Council referred a motion to the City Council proposing a
19 Charter Change amendment that would grant the City Council greater control to regulate rental notifications
20 and notification periods; and

21 WHEREAS, on October 28, 2024, the City Council referred CDNR's recommendation to the Charter
22 Change Committee; and

23 WHEREAS, the Charter Change Committee held a meeting on October 30, 2024, to consider the
24 proposed charter change and to receive public comment, and voted to recommend in favor of the change;

* * * * *

ORIGINAL

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Attest:

Vol. Page

* * * * *

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the amendments to the City Charter recommended by CDNR and the Charter Change Committee and requests that the Mayor warn the following question and place it on the ballot for the Annual City Meeting to be held on March 4, 2025, and that the City Clerk set public hearings on this question in accordance with § 303 of the City Charter and 17 V.S.A. § 2645, said hearings to be warned for the 15th and 21st of January, 2025, or otherwise as soon as necessary or convenient and in accordance with applicable law:

"Shall the Charter of the City of Burlington, Acts of 1948, No. 298, as amended, be further amended as follows:

§ 48. Enumerated:

The City Council shall have power:

(1) to (63) *As written.*

(64) (A) ~~Where there is no written rental agreement and notwithstanding 9 V.S.A. § 4467(c), to prohibit, by ordinance, a landlord from terminating a tenancy of rental housing within the City for no cause unless the landlord provides to the tenant written notice of at least 90 days when the tenancy has been less than two years and of at least 120 days when the tenancy has been two years or more. Notwithstanding 9 V.S.A. § 4467 or any other law, to establish, by ordinance, requirements that residential landlords provide tenants notice prior to termination of residential tenancies, including requirements for the contents and timing of such notices. Such requirements may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

(B) ~~Unless inconsistent with a written rental agreement or otherwise provided by law, and notwithstanding the provisions of 9 V.S.A. § 4456(d), to require, by ordinance, tenants who wish to terminate a residential tenancy to give actual notice to the landlord at least two rental periods prior to the termination date specified in the notice. Notwithstanding 9 V.S.A. § 4456(d) or any other law, to establish, by ordinance, requirements that residential tenants provide landlords notice prior to termination of tenancies, including requirements for the contents and timing of such notices.~~

(65) Notwithstanding any other law, to prohibit increases in rent or other changes in lease terms for rental housing within the City without advance written notice. The timing, contents, and manner of giving such notice shall be established by ordinance of at least 90 days. Such ordinance may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.

*Material underlined added.

** Material stricken deleted.

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DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

March 4, 2025 Annual City Meeting - Charter Change Re: City Council Authority To
Regulate Renta; Notifications And Notification Periods

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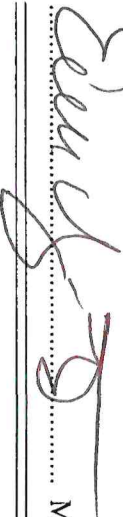
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Adopted by the City Council

November 12, 2024

 Clerk

Approved..... Nov 19, 2024

 Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING
PROPOSED CHARTER CHANGE REGARDING
REDISTRICTING BY CITY COUNCIL

RESOLUTION 8.6

Sponsor(s): Councilor Bergman

Introduced: 11/16/24

Referred to: _____

Action: adopted

Date: 11/18/24

Signed by Mayor: 11/19/24

CITY OF BURLINGTON

In the year Two Thousand Twenty-Four.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City of Burlington's charter currently describes City Districts and Wards in
2 explicit enumerated and geographical terms in Article 2 (City Election Areas Defined), Section 2 (Election
3 Boundaries); and

4 WHEREAS, as the charter is currently written, to alter the number or geography of City Districts and
5 Wards a charter change must be enacted, a process consisting, among other procedural steps, of the review,
6 possible further amendment, and confirmation by the Vermont State Legislature; and

7 WHEREAS, this process involving the Vermont State Legislature has the practical effect of slowing the
8 City's redistricting process at the local level; and

9 WHEREAS, it is the goal of the City to accelerate any redistricting processes, while maintaining fair,
10 equitable, and reasonable processes for redistricting; and

11 WHEREAS, the City aims to achieve this goal by removing the descriptions of the number and
12 geography of City Districts and Wards in Article 2 (City Election Areas Defined), Section 2 (Election
13 Boundaries) and replacing this with a procedure equipping the City to unilaterally preform redistricting without
14 needing further charter changes and involvement by the Vermont State Legislature; and

15 WHEREAS, the charters of other Vermont municipalities, including Montpelier, are written as to not
16 require a charter change to effectuate an alteration to the number or geography of city districts and wards; and

17 WHEREAS, the Charter Change Committee held meetings on the 1st and 30th of October, 2024, to
18 receive public comment, considered the referred proposed charter language, and amended this language; and

19 WHEREAS, on October 30, 2024, the Committee voted to refer the charter change language back to the
20 Council to be placed on the March 4, 2025 ballot;

21 NOW, THEREFORE, BE IT RESOLVED that the City Council approves the amendments to the city
22 charter recommended by the Charter Change Committee and requests the Mayor to place the following question
23 on the ballot of the Annual City Meeting to be held on March 4, 2025 and the City Clerk to set public hearings

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DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

on this question in accordance with Charter §303 and 17 V.S.A. §2645, said hearings to be warned for the 15th and 21st of January, 2025, or otherwise as necessary and convenient and in accordance with applicable law:

“Shall the Charter of the City of Burlington, Acts of 1949, No. 298 as amended be further amended to amend Section 2 to Article 2 as follows:

ARTICLE 2. CITY ELECTION AREAS DEFINED

§2. Election boundaries.

~~(a) City districts described. For the annual meeting of 2024 and all City elections thereafter, the City of Burlington is divided into four electoral districts, constituted as follows:~~

~~(1) East District. The East District shall include all that part of said City lying easterly and northerly of the following described boundaries: Beginning at the common boundary between the Cities of Burlington and Winooski in the Winooski River beneath the Central Vermont Railway bridge downstream of the Lower Winooski Falls and Salmon Hole; thence westerly in the centerline of said railroad tracks for 406.6 feet to a point where the centerline of Intervale Road extended northerly intersects said railroad track centerline (approximately 73.2028 longitude, 44.4911 latitude); thence southerly along the extension of the centerline of Intervale Road, crossing Riverside Avenue until the centerline intersects with that of the Archibald Street centerline extended easterly; thence westerly along the Archibald Street centerline until the intersection of the Archibald Street centerline and the North Willard Street centerline; thence southerly along the North Willard Street Centerline until the intersection of the North Willard Street centerline and the Pearl Street Centerline; thence westerly along the Pearl Street centerline until intersecting with the South Winooski Avenue centerline; thence southerly along the South Winooski Avenue centerline until intersecting the Maple Street centerline; thence easterly along the Maple Street centerline for 1573.5 feet to a point where the eastern property boundary of 315 Maple Street extended northerly intersects Maple Street (approximately 73.2064 longitude, 44.4739 latitude); thence southerly along the eastern property boundary of 315 Maple Street for 276.5 feet (approximately 73.2064 longitude, 44.4734 latitude); thence 281.4 feet westerly to a point where the southern property boundary of 315 Maple Street extended westerly intersect with the western boundary of 251 South Willard Street extended northerly (approximately 73.2071 longitude, 44.4733 latitude), thence 723.7 feet 177° southerly to a point where it intersects the southern property boundary of 285 South Willard Street extended westerly (approximately 73.2071 longitude, 44.4719 latitude); thence easterly along the southern boundary of 285 South Willard Street for 696.5 feet until intersecting with the South Willard Street centerline (approximately 73.2051 longitude, 44.472 latitude); thence northerly along the South Willard Street centerline for 220.9 feet (approximately 73.2052 longitude, 44.4724 latitude); thence easterly along the southern property boundary of 262 South Willard Street for 557.6 feet (approximately 73.2037 longitude, 44.4725 latitude); thence northerly along the eastern property boundary of 262 South Willard Street for 89.6 feet to a point where the Juniper Terrace centerline extended westerly intersects the eastern property boundary of 262 South Willard Street (approximately 73.2037 longitude, 44.4726 latitude); thence following the Juniper Terrace centerline easterly until intersecting with the Summit Street centerline (approximately 73.2021 longitude, 44.4727 latitude); thence northerly along the Summit Street centerline until reaching the centerline of Main Street thence following the Main Street centerline easterly 2339.6 feet (approximately 73.1964 longitude,~~

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Approved....., 20.....

..... Mayor

Vol. Page

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44.4753 latitude); thence southwesterly 214° for 136.1 feet (approximately 73.1966 longitude, 44.4751 latitude); thence southeasterly 98.2 feet (approximately 73.1964 longitude, 44.4749 latitude); thence southwesterly by 213° for 770 feet (approximately 73.1975 longitude, 44.4737 latitude); thence southeasterly by 123° for 477.4 feet until intersecting with the University Heights centerline (approximately 73.1964 longitude, 44.4732 latitude); thence southerly along the centerline of University Heights Road 1221.65 feet until intersecting with the PFG Road centerline, thence westerly by 79° until intersecting with the common boundary between the Cities of Burlington and South Burlington.

(2) Central District. The Central District shall include all that part of the City bounded as follows: On the east, beginning at the common boundary between the City of Burlington and Town of Colchester in the Winooski River at a point intersecting with the centerline of Institute Road extended northeasterly (approximately 73.2147 longitude, 44.5089 latitude); thence southerly along the common boundary between the City of Burlington and Town of Colchester in the Winooski River to a point beneath the Central Vermont Railway bridge downstream of the Lower Winooski Falls and Salmon Hole; thence westerly along the East District northern boundary for 406.6 feet to its intersection with the westerly boundary of the East District; thence southerly along the westerly boundary of the East District to its intersection with the centerline of Archibald Street, then southerly along the East District western boundary to the intersection with the centerline of Pearl Street; thence westerly along the northern boundary of the East District to the intersection with the centerline of South Winooski Avenue; thence southerly along the western boundary of the East District to the centerline of Maple Street; thence westerly along the centerline of Maple Street until its intersection with the centerline of South Champlain street; thence northerly along the South Champlain Street centerline until its intersection with the centerline of King Street; on the south along the centerline of King Street extended westerly to Lake Champlain; on the west by Lake Champlain; on the north, beginning at the intersection of the common property boundary between 87 North Avenue and 9 Lakeview Terrace extended westerly to Lake Champlain (approximately 73.2252 longitude, 44.4832 latitude); thence northeasterly along the extended property boundary between 87 North Avenue and 9 Lakeview Terrace to its intersection with the centerline of the Central Vermont Railway railroad track (approximately 73.2239 longitude, 44.4837 latitude); thence northerly and easterly along the centerline of the Central Vermont Railway railroad track, crossing North Avenue and the Burlington Beltline, to its intersection with the centerline of Spring Street extended northwesterly (approximately 73.2183 longitude, 44.4912 latitude); thence northwesterly along the extension of the centerline of Spring Street to its intersection with the centerline of Institute Road extended northeasterly (approximately 73.2281 longitude, 44.4995 latitude); thence northeasterly along the extension of the centerline of Institute Road extended to its intersection with the common boundary between the City of Burlington and Town of Colchester in the Winooski River (approximately 73.2139 longitude, 44.5077 latitude).

(3) South District. The South District shall include all that part of the City south of the southern boundaries of the East and Central Districts.

(4) North District. The North District shall include all that part of the City north of the northern boundary of the Central District.

(b) Wards described. Each of the City of Burlington's four electoral districts set forth in subsection (a) of this section hereby comprises two wards, each of which is constituted as follows:

(1) East District — Ward 1 and Ward 8.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

Attest: Mayor

Vol. Page

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~~(A) The East District is divided into two wards by the following boundary: Beginning at the center of the intersection of Brooks Avenue and South Willard Street; thence easterly along the Brooks Avenue centerline until intersecting with the centerline of North Prospect Street; thence southerly along the centerline of North prospect Street to the intersection of the centerline of Colechester Avenue to the intersection of the centerline of Mary Fletcher Drive; thence southerly along the centerline of Mary Fletcher Drive for 331.58 feet (approximately 73.196 longitude, 44.4802 latitude); thence southerly along the western side and easterly along the southern side of the UVM Medical Center building for 1854.5 feet until a point at the center of the intersection of Beaumont Avenue and Mary Fletcher Drive (approximately 73.1932 longitude, 44.4788 latitude); thence south along the Beaumont Avenue centerline to the intersection of Carrigan Drive; thence following Carrigan Drive westerly for 199.1 feet (approximately 73.1932 longitude, 55.5756 latitude); thence travelling southwest for 821.3 feet along the UVM service road on the eastern border of the southeastern wing of the UVM Jeffords Hall until a point at the intersection of the service road and the centerline of University Heights extended northeasterly (approximately 73.1947 longitude, 44.4751 latitude); thence southwest along the centerline of University Heights 977.3 feet (approximately 73.1962 longitude, 44.4735 latitude); thence continuing southeasterly along the centerline of the driveway bounding the western side of the UVM Living/Learning Commons for 404.3 feet (approximately 73.1952 longitude, 44.4731 latitude); thence continuing south along the eastern side of UVM's University Heights dorms until intersecting with PFG Road; thence continuing easterly along the western extension of the PFG Road centerline for 601.2 feet until intersecting with the common boundary between the Cities of Burlington and South Burlington.~~

~~(B) Ward 1 lies to the north and east of the boundary described in subdivision (A) of this subdivision (1), and Ward 8 lies to the south and west.~~

~~(2) Central District — Ward 2 and Ward 3.~~

~~(A) The Central District is divided into two wards by the following boundary: Beginning at the intersection of the common property boundary between 85 North Avenue and 9 Lakeview Terrace extended westerly to Lake Champlain (approximately 73.2252 longitude, 44.4832 latitude); thence northeasterly along the extended property boundary between 87 North Avenue and 9 Lakeview Terrace to its intersection with the centerline of the Central Vermont Railway railroad track (approximately 73.224 longitude, 44.4837 latitude); thence southeasterly along the centerline of the Central Vermont Railway railroad track to a point intersecting with the northwestern property boundary of 300 Lake Street extended southwest (approximately 73.2234 longitude, 44.4832 latitude); thence northeasterly to a point at the intersection of the northwestern property boundary of 300 Lake Street extended northeasterly with the centerline of Depot Street (approximately 73.2223 longitude, 44.4837 latitude); thence northerly along the centerline of Depot Street to the intersection with the centerline of Lakeview Terrace; thence easterly along the centerline of Lakeview Terrace extended westerly until intersecting with the centerline of North Avenue; thence northerly along the centerline of North Avenue to its intersection with the centerline of North Street; thence easterly along the centerline of North Street until intersecting with the North Union Street centerline; thence southerly following the North Union Street centerline until intersecting with the Loomis Street centerline; thence easterly along the Loomis Street centerline to the intersection of the centerlines of Loomis Street and South Willard Avenue.~~

* * * * *

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Attest:

Vol. Page

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~~(B) Ward 2 lies to the north of the boundary described in subdivision (A) of this subdivision (2), and Ward 3 lies to the south.~~

~~(3) South District—Ward 5 and Ward 6.~~

~~(A) The South District is divided into two wards by the following boundary: Beginning at the intersection of the centerlines of Maple Street and Church Street; thence southerly along the centerline of Church Street to the intersection with the centerline of Adams Street; thence westerly along the centerline of Adams Street to the intersection with the centerline of Saint Paul Street; thence southerly along the Saint Paul Street centerline to its intersection with the centerline of Shelburne Street; thence southerly along the centerline of Shelburne Street to its intersection with the centerline of Flynn Avenue; thence easterly along the centerline of Flynn Avenue extended easterly to the common boundary between the Cities of Burlington and South Burlington.~~

~~(B) Ward 5 lies to the west of the boundary described in subdivision (A) of this subdivision (3), and Ward 6 lies to the east.~~

~~(4) North District—Ward 4 and Ward 7.~~

~~(A) The North District is divided into two wards by the following boundary: Beginning at the centerline of Institute Road extended southwesterly to Lake Champlain; thence northeasterly to the intersection of Institute Road with the centerline of North Avenue; thence northerly along the centerline of North Avenue to its intersection with the centerline of Fairfield Drive; thence westerly along the centerline of Fairfield Drive to its intersection with the western property boundary of 39 Westward Drive extended southerly (approximately 73.2685 longitude, 44.5257 latitude); thence northerly along the western property boundary of 39 Westward Drive, until intersecting with the centerline of Westward Drive; thence southwesterly along the centerline of Westward Drive to the intersection with the Northshore Drive centerline; thence northerly along the Northshore Drive centerline until intersecting with the Clair Pointe Road centerline (point); thence westerly along the southern property boundary of the Claire Pointe condominium development (approximately 73.2686 longitude, 44.5286 latitude), and then extended to Lake Champlain.~~

~~(B) Ward 4 lies to the west of the boundary described in subdivision (A) of this subdivision (4), and Ward 7 lies to the east.~~

~~(5) Ward map reference. Reference is also made to a map entitled “Ward Redistricting, 8 Wards—4 Districts, 12 Councilors, Approved Map (December 2 V1.3), Map Date: December 8, 2022” located in the Burlington Chief Administrative Officer’s office in further aid of the description of the wards set forth in this subsection.~~

The election area boundaries established in 2023 pursuant to Act M-7 shall remain in effect until changed by the City Council which is hereby authorized to make changes from time to time to the boundaries of the election areas in order to provide an equal division of population among them in accordance with data produced by the U.S. Census Bureau. Election areas changes shall not be made more frequently than once in five years. Such

* * * * *

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

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Page 6 Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING
PROPOSED CHARTER CHANGE REGARDING
REDISTRICTING BY CITY COUNCIL

201	changes shall be approved by the voters at an annual or special meeting of the City and shall become effective
202	<u>immediately upon approval unless a later date is established therein.</u>
203	
204	* Material underlined added.
205	** Material stricken out deleted.
206	
207	EK/KS/Resolutions 2024/March 4, 2025, Annual City Meeting Proposed Charter Change Regarding Redistricting by City Council
208	November 14, 2024

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

March 4, 2025 Annual City Meeting Proposed Charter Change Regarding Redistricting

By City Council

Adopted by the City Council

November 18, 2024

[Signature] Clerk

Approved Nov. 19, 2024

[Signature] Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING – CHARTER
CHANGE RE: BAN ON FIREARMS IN ANY
ESTABLISHMENT WITH A LIQUOR LICENSE

RESOLUTION 8.11

Sponsor(s): Bergman, Traverse

Introduced: 11/18/24

Referred to: _____

Action: adopted

Date: 11/18/24

Signed by Mayor: 11/19/24

CITY OF BURLINGTON

In the year Two Thousand Twenty-Four.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, at the March 4, 2014 Annual City Meeting, the voters of the City of Burlington voted by
2 a margin of 68% to 32% in favor of a Charter change to ban possession of firearms in any establishment with
3 a first class liquor license; and

4 WHEREAS, the General Assembly did not take action to approve the proposed Charter change
5 respecting guns in bars; and

6 WHEREAS, gun violence continues to end, maim, and negatively impact human lives in our City,
7 including a homicide on August 23, 2024, involving a gun carried into a downtown bar by the alleged
8 assailant; and

9 WHEREAS, without a change to state law or a Charter amendment, 24 V.S.A. § 2295 prevents the
10 City from adopting a ban on firearms at establishments with first class liquor licenses; and

11 WHEREAS, at its September 9, 2024 meeting, the City Council adopted a resolution that, among other
12 matters, called upon the General Assembly to adopt the voter approved Charter change respecting guns in
13 bars, and to take other actions to prevent violence in our community and statewide; and

14 WHEREAS, the City Council renews its call and encourages the General Assembly not only to adopt
15 the voter approved Charter change, but also to adopt statewide legislation prohibiting firearms in
16 establishments with liquor licenses or authorizing any Vermont municipality to enact such a prohibition by
17 ordinance; and

18 WHEREAS, the City Council desires to place the 2014 Charter change on the ballot to provide the
19 community the opportunity to express its commitment to the proposal a second time;

20 NOW, THEREFORE, BE IT RESOLVED that the City Council approves the proposed Charter
21 amendment attached hereto as Attachment A, which was previously placed before voters in 2014, and requests
22 that the Mayor warn the question therein and place it on the ballot for the Annual City Meeting to be held on
23 March 4, 2025, and that the City Clerk set public hearings on this question in accordance with § 303 of the
24 City Charter and 17 V.S.A. § 2645, said hearings to be warned for the 15th and 21st of January, 2025, or
25 otherwise as soon as necessary or convenient and in accordance with applicable law.

26 ER/ Resolutions 2024/Charger Change re firearms in bars
27 November 12, 2024

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

March 4, 2025 Annual City Meeting-Charter Change Re; Ban On Firearms In Any
Establishment With A Liquor License.

Adopted by the City Council

November 18, 2024

Bethy... Clerk

Approved Nov 19, 2024

[Signature] Mayor

Attest:

Vol. Page

* * * * *

MARCH 4, 2014 ANNUAL CITY MEETING

**PROPOSED CHARTER CHANGE RE BAN ON FIREARMS IN ANY
ESTABLISHMENT WITH A LIQUOR LICENSE
—Article 99, Section 510**

Shall the Charter of the City of Burlington, Acts of 1949, No. 298 as amended be further amended to add Article 99. General Weapons Requirements Sec. 510 entitled “Ban on Firearms in Any Establishment with a First Class Liquor License” thereto to read as follows:

Sec. 510. Ban on Firearms in Any Establishment with a First Class Liquor License.

- (a) This act expressly supersedes 24 V.S.A. §§ 2291(8) & 2295 and authorizes the City of Burlington to regulate the possession and carrying of firearms in the manner indicated below.
- (b) Ban. Within the City of Burlington, no person may carry or possess a firearm, as defined by Section 4016(a)(3) of Chapter 13 of the Vermont Statutes Annotated, in any building or on any real property or parking area under the ownership or control of an establishment licensed to serve alcohol on its premises.
- (c) Exceptions. This provision shall not apply to
 - (1) any federal, state, or local law enforcement officer acting within the scope of that officer’s official duties;
 - (2) any member of the armed forces of the United States or the Vermont National Guard acting within the scope of that person’s military duties;
 - (3) any government officer, agent, or employee authorized to carry a weapon and acting within the scope of that officer’s duties;
 - (4) the owner or operator of such establishment, as long as that person is not prohibited from possessing or carrying that weapon under any other federal, state, or local law.
- (d) The penalty for any violation of this section shall be as follows:
 - (1) Criminal Offense. Any violation of this Article may be considered a criminal offense, which shall be punishable by a fine of no more than \$1,000 and/or by imprisonment for not more than ninety (90) days.

- (2) Civil Offense. Any violation of this Article may also be considered a civil ordinance violation punishable by a fine of no less than \$200 and no more than \$500 and civil forfeiture of the weapon as provided below.
- (3) Forfeiture. Upon probable cause that a person is in violation of this provision, a law enforcement officer may seize the weapon involved in the violation. The person from whom the weapon is seized, or the owner of the weapon (if different), may appeal the forfeiture of the weapon within thirty (30) days of the seizure to the Vermont Superior Court, Civil Division, pursuant to Chapter 102 of Title 12 of the Vermont Rules of Civil Procedure and Rule 74 of the Vermont Rules of Civil Procedure. In any appeal, the burden of proof shall rest upon the City to establish the violation by a preponderance of the evidence. If the City fails to establish the required burden of proof, the items shall be returned to the person from whom they were seized. If no appeal is taken within thirty days, or if the City prevails in the superior court proceedings, the items so seized shall become the property of the City of Burlington.

* Material underlined added.

CITY COUNCIL ACCOUNTABILITY LIST

This list is a working document. It is a record of resolutions, ordinances, communications that have come to the Council and there is an action requested.

Prepared by: Lori Olberg, Licensing, Voting & Records Coordinator

1/22/2025

	Meeting Date	Type of Document and Title	Action Requested	Updated Next Steps in the Process
1	2/6/2023	Communication re Ward 2/3 NPA Resolution to Name the New Shelburne Street Roundabout After Tony Redington and Resolution in Support of Big Heavy World Teen Center Proposal for Memorial Auditorium	refer the communication to TEUC and CDNR Committees respectively for further review and engagement	TEUC Item was taken up at the March 2023 meeting. No further action taken
2	3/13/2023	Communication re Ward 5 NPA Steering Committee to Name the New Shelburne Street Roundabout after Tony Redington	refer the communication to TEUC for further review	TEUC Item was taken up at the March 2023 meeting. No further action taken
3	3/13/2023	Resolution: Supporting LGBTQIA+ Community Members and Condemning Transphobia	City Council will work in collaboration with community members and organizations and the City administration to develop a plan for ongoing activities to support and amplify the voices of the LGBTQIA+ community; City Council urges Burlington’s state legislative delegation to look at current state hate crime statute to look to extend protections for schools and organizations that advocate/support LGBTQ+ (and other minoritized communities) from hate motivated targeted crimes, examine Burlington’s graffiti ordinance and consider changes that address continued defacement of public property, and graffiti that spreads hateful and harmful messages.	There have been stakeholder meetings brought forward by the Administration to address the directives in the resolution. UPDATE: Work is being done in the Legislature, a former resident created a physical Burlington trans pride flag to fly in front of City Hall in recognition of Trans Day of Visibility; the flag will fly the flag from March 15 - April 15 to celebrate Trans Day of Visibility and reboot the Trans People Belong campaign.
4	6/5/2023	Resolution: Accepting Grant Funding from the Department of Mental Health for the Crisis Response Team and Exploring the Creation of a Burlington CAIP Department	The City Council requests an evaluation be done to explore Burlington CAIP becoming a department of the City , an evaluation be done to review the reporting and supervisory structure needed to support three public safety departments (police, fire and CAIP), that a report come to Public Safety Committee in October 2023, approval for the Chief of Police to accept the Department of Mental Health grant for Burlington CARES	A report was to come to Public Safety in late 2023. UPDATE: this was presented to the Public Safety Committee as per the resolution in March 2024, report to the full Council in April 2024.
5	7/24/2023	Resolution: The Climate Emergency and the Council Request to Count Vermont Air National Guard GHG Emissions and to Plan to Eliminate VTANG Aviation and Ground GHG Emissions in the Spirit of the City's 2030 Net Zero Goals	requests that the Vermont Air Force National Guard Adjutant General, beginning for the year 2023, calculate aviation and ground fuel usage at the VTANG base and to annually provide BTV Director and TEUC with a complete record of the calculated aviation and ground greenhouse gas emission; for VTANG to work collaboratively to draft a plan to adopt simulation and augmented reality training to substantially reduce or eliminate GHG with initial meeting on or before 12/31/23 and follow up at TUEC's March 2024 meeting	Initial meeting of the parties by 12/31/2023; UPDATE: parties met at March TEUC meeting
6	3/11/2024	City of Burlington, VT 2021-2023 Dog Task Force	To refer the recommendations of the 2021-2023 Dog Task Force Report to the following Committees, Commissions, and Departments for further review, study, and recommended action, and to request that such bodies report back to the full Council with their findings by the first Council meeting of September, 2024: Recommendation regarding updates and additions to Chapter 5 and Chapter 22 of the Burlington Code of Ordinances to the Ordinance Committee, with Council recommendation to engage the Clerk Treasurer’s Office and Parks, Recreation, and Waterfront Department regarding sharing of license revenues; and Recommendation regarding additional Animal Control staffing and improvements to include animal related concerns to the online police report system to the Public Safety Committee and Police Commission for concurrent review; and Recommendation regarding creation of additional off-leash areas to the Parks Commission; and Recommendation regarding standing up an Education Campaign with respect to licensing requirements to the Clerk Treasurer’s Office; and, best practices for animal ownership in the City to the Police Department and the Parks, Recreation, and Waterfront Department	first council meeting in September 2024
7	5/6/2024	Resolution Relating to The Relationship Between City Officials And The Neighborhood Planning Assemblies	to refer the resolution from the Ward 1 Neighborhood Planning Assembly Concerning the Relationship Between City Officials & the NPA to the Community Development and Neighborhood Revitalization Committee for further review and recommended action	no later than September 2024
8	5/20/2024	Resolution: A Building Emissions Reduction Ordinance	referred to TEUC	TEUC refer any working draft BERO and any related ballot language to the Ordinance Committee no later than the last City Council meeting in October of 2024
9	6/3/2024	Resolution: Review and Update To Rental Weatherization Standards	TEUC to hold one or two meetings to eaxmine implementation of the Rental Weatherization Standards and identify any reasons for delay in achieving the energy audtis and weatherization work required by Ordinance to take place	no later than October 1, 2024, TEUC shall provide the full Council an update on its findings and make any policy update recommendations to the Ordinance Committee

Re: Letter to respond to

From Marc Bilodeau <mbilodeau@burlingtonvt.gov>

Date Mon 1/13/2025 8:16 AM

To Evan Litwin <elitwin@burlingtonvt.gov>; samiampratt07@gmail.com <samiampratt07@gmail.com>

Cc Marc Bilodeau <mbilodeau@burlingtonvt.gov>

Good morning Sam,

I am disappointed to hear that you were not able to enjoy the great plans that you had in Burlington because of parking issues. The city parking is very affordable with street meter rates that range from \$.65 cent per hour to \$2.00 per hour and garage rates that include one site with the first two hours free, and regular rates from \$1 to \$1.50 per hour. This is complicated by private lots that utilize the identifiable blue square "P" that signifies public parking, and are difficult to recognize as private lots not associated with the city. Unfortunately, you found three of them in your travels that night, and discovered the difference in rates between those lots and the city lots and garages.

The city currently owns and leases three garages. The Courthouse Plaza level that the city is currently leasing is off South Winooski (you found another level that is managed by UPP), just south of Main Street, the Marketplace Garage is accessible from Bank and upper Cherry Streets, and the Downtown Garage is accessible from College, Battery and lower Cherry Streets. These three garages charge the rates I mentioned and the Downtown Garage is the one in which the first two hours are free when you register your vehicle information either at the kiosk or through Parkmobile.

Parkmobile is the parking app that the city uses that makes paying for parking very easy and convenient. When you set up the account, you enter your vehicle information for as many cars as you like, and your payment information. When you arrive in Burlington and park at a meter or in a garage, you simply need to find the zone that you are parked in by the signs in the area, or by finding the zone on the map of Burlington in the app. Then you select the vehicle you are driving and pay for time you will be parked in advance, just like putting coins in a parking meter. You can extend your parking session without returning to your vehicle and can pay in the garages for multiple days if necessary. More information and the ability to upload the app can be found here: [ParkMobile Parking App | Find & Pay for Parking | On-street & Reservation](#). We also have an interactive parking map that shows where city owned parking is available and the rates charged: [Downtown Parking App](#)

The majority of the private lots in Burlington are managed by a national company called Unified Parking Partners. If you would like to contact them to provide feedback about their rates in Burlington, their customer service number is (207) 747-2704.

I hope this information is helpful and will assist you the next time you would like to visit our great city. Please feel free to contact our office at the number below, or email me if you have any further questions about parking in Burlington or need assistance when trying to navigate parking when visiting. Thanks and have a great day!

MARC BILODEAU

Burlington City Council



To: City Council

From: Ben Traverse, City Council President

Date: January 27, 2025

Re: Appointment of City Attorney as State Ethics Liaison

The State's recent enactment of Act 171 requires municipalities to appoint an Ethics Liaison to serve as a point of contact for communications with the State Ethics Commission. More specifically, Section 24 V.S.A. 1995(e) now state that: "Each municipality, acting through its legislative body, shall designate an employee as its liaison to the State Ethics Commission."

After consulting with the Mayor and City Attorney's Office, I have concluded whoever holds the position of City Attorney should serve as our Ethics Liaison. I write to ask that the Council please confirm this decision.

Recommended Action:

Confirm whoever holds the position of City Attorney shall serve as the City of Burlington's Ethics Liaison to the State Ethics Commission.

Department of Permitting & Inspections

Zoning Division
645 Pine Street
Burlington, VT 05401
Telephone: (802) 865-7188

William Ward, Director
Scott Gustin, AICP, CFM, Principal Planner
Mary O'Neil, AICP, Principal Planner
Garret King, Associate Planner
Joseph Cava, Permit Technician
Steve Cormier, Code Compliance Officer
Ted Boylan, Division Administrator



TO: City Council & Mayor
FROM: Scott Gustin
DATE: January 27, 2025
RE: Open Space Plan Rewrite Status Update

The city's Open Space Protection Plan, originally adopted in 2000, is undergoing a comprehensive rewrite. The City Council and Board of Finance approved expenditure of monies in support of this effort in June 2024. The rewrite is a collaborative effort including the city's Departments of Parks, Recreation, & Waterfront and Permitting & Inspections, Office of City Planning, Conservation Board, UVM Spatial Analysis Lab, and Agency Landscape & Planning.

The new Open Space Plan will include the formerly separate Urban Forest Plan. Rather than replace wholesale, the new Open Space Plan will build on the foundations set by these prior plans. The project is being conducted in coordination with current and upcoming citywide planning efforts.

The effort kicked off in Summer 2024 with needs and values assessments and the start of spatial analysis and mapping work. Stakeholder meetings took place in Fall 2024, and public outreach and engagement will start in January 2025. Spatial analysis and mapping work will wrap up January 2025 as well. This initial work will help create a plan framework.

Based on initial outreach and stakeholder discussions, emerging themes include:

- Connectivity and supportive frameworks
- Communities of care
- Balance and flexibility to do the work
- Challenges to successful open space

Some key considerations that have been identified include:

- Whether and how to revamp the Conservation Legacy Fund to support conservation infrastructure
- Revisit/reevaluate Urban Wilds
- How best to shape our changing landscape in the coming years
- Climate change and resiliency
- Basis for a new Tree Ordinance
- Green design standards

Upcoming steps include creating a plan for public engagement and hosting a variety of engagement opportunities at places like the Winter Farmers Market, Winterville, and even ad hoc outdoor events, along with the more typical board and commission meetings.

Looking ahead to Spring and Summer of 2025, a second round of stakeholder meetings and public outreach and engagement will take place. This second round will help to create a road map and to flesh out an updated Open Space Plan for consideration and adoption by the City Council.

Martha R. Lang, Ph.D.
138 Colchester Ave.
Burlington, VT 05401
(508) 385-3026

Dear City Council:

The "modest" increase in height overlay UVMMC is requesting will mean they can construct an eight-story building directly on Colchester Avenue. They are already making plans for this building. (See attached). It is interesting they did not include the second map in their presentation.

And, despite their statement that they will maintain a "transitional buffer" zone, the second map and their statements do not support that.

UVMMC has already submitted an application to the Green Mountain Care Board for a new parking garage. The neighbors were notified less than 24 hours before the application for Interested Party Status was due.

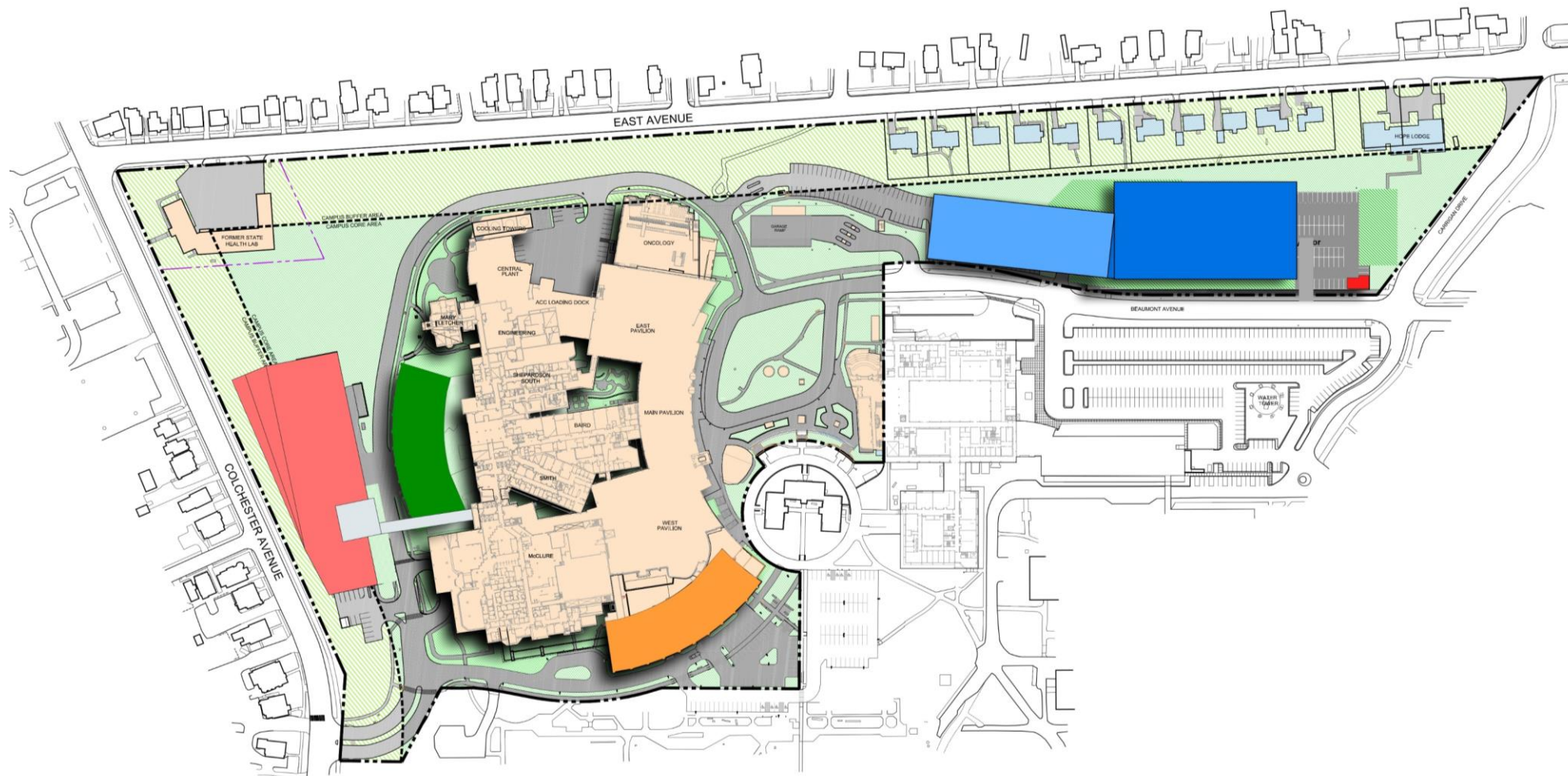
Martha R. Lang, Ph.D.

Existing Medical Center Campus Plan

- Existing Campus Buildout at Approximately 97% of allowable
- The campus today consists of 34.65 acres.
- The lot coverage of the campus is as follows.
 - Transitional buffer area: 28%
 - Entire campus area: 58%



UVMMC Site Development Opportunities



Martha R. Lang, Ph.D.
138 Colchester Avenue
Burlington, VT 05401
(508) 385-3026

DELIVERED ELETRONICALLY

January 12, 2025

Green Mountain Care Board
144 State Street
Montpelier, VT 05633-3601

RE: Docket No. GMCB-023024-con, UVMMC Conceptual CON for the Construction of Replacement Parking Garage

To Whom It May Concern:

On January 10th I submitted an application for Interested Party Status for Docket No. GMCB-023024-con for the Construction of a Replacement for the McClure Garage. This letter is to elaborate on that request. My interests in this CON include but not limited to the following:

1. I live directly across the street from the McClure Garage. My family has lived here for more than 130 years. I still own six houses from the Reeves Estate across the street from this garage.
2. I have a direct financial and business interest in the proposed project. If UVMMC is allowed to replace the McClure Garage, they then plan to use that area for a construction staging site and then build an eight to ten story building with a foot print larger than the McClure Garage. (See attached.) Not only will the rental income from my real estate decrease because of this, the resale value of my land will be greatly diminished.
3. In 1982 my mother, M. Elizabeth Reeves Lang, and her brother led the neighborhood opposition to the construction of the McClure Garage because it was to be five stories. Thus, towering over the family real estate and decreasing its desirability, rental income, and resale value.
4. In 1982 UVMMC was taken to Environmental Court about this proposed construction and an Act 250 decision limited the garage height to two stories with strict land use restrictions. I have a copy of that decision.
5. Unfortunately, when UVMMC recently planned an expansion and refused to comply with my reasonable requests I took them to Environmental Court. I have no problem doing it again if they continue to attempt to devalue my real estate. It will delay this project and cost them millions of dollars.

The following are examples of how the relevant CON criteria relate to my intervention request:

I. The Project Meets an Identifiable Need

1. I requested and was denied permission to get copies of the two structural engineering studies done by UVMMC on the garage. So, I asked permission to pay for a study but was also denied that request. What is UVMMC hiding and are they afraid of what my engineers might find? I suggest GBCB hire an independent structural engineer to assess the McClure Garage.
2. I did a walk around of the garage and it is only one small area in a far corner that is in need of repair. It appears to be caused by water leaking from the floor above. In my opinion that hardly justifies replacing the garage at a cost of \$36.87 million. It might be helpful if members of the GMCB did a walk-through of the garage before making any decisions.
3. How is it possible that after less than forty years the McClure Garage, a multimillion-dollar concrete and steel structure, has deteriorated to the point it must be replaced? Who was responsible for the maintenance and repair of the garage? Why was it allowed to happen?
4. Has UVMMC intentionally let the garage deteriorate so they can use that area for a construction staging site and eventually build a huge eight to ten story building directly on Colchester Avenue across from my real-estate? This CON is only the first step in a multi-phase expansion of the medical center. (See attached.)
5. What assurance can UVMMC give if they are allowed to build a \$36.87 million garage it won't need to be torn down in forty years?

II. The Costs of the Proposed Planning Activities are Reasonable and Affordable

These planning activities costs -\$2.6- million include land use impact studies, permitting, surveying, geotechnical studies, sustainable design and park smart certification, commissioning, pre-construction services, cost estimates, building envelop design, way finding, equipment, and planning. The medical center must give details on with each of these areas for future reference in the event there are any cost over runs.

The three areas of immediate concern in this category are:

Architectural Design and Planning: I would like to know why E4H, a national architectural firm, was chosen and not the usual, well-respected local firm of Freeman French Freeman. Was there a bidding process? Was FFF not interested? If so, why?

Acoustic Performance: With the medical center's boilers emitting harmful low frequency noise into the neighborhood this topic needs special attention and an expatiated hearing would not provide that.

Code Compliance: It seems the City of Burlington and the medical center have a pattern of ignoring city codes which leaves them open to lawsuits. This topic needs special emphasis.

III. Expediated Approval Should Be Denied

Once again, I am opposed to GMCB approving UVMMC's request for an expediated approval in the letter dated December 19, 2025. A hearing would be an opportunity for the opinions and information from the neighbors to be considered before any money is spent. With the medical center's budget constraints that seems like a very good idea.

The following are the topics included in UVMMC's request for an expediated approval. I have listed a few of the reasons why there should be a thorough review.

Project Rational and Objectives: I question the medical center's need to be in such a hurry. The deterioration of the garage has been going on for years. An abbreviated process would prevent vital information from the neighbors being included and an explanation by the medical center why the two engineering studies were not available.

Need to be Addressed: The medical center already provides employee parking. The new garage would only be a net gain of about 100 spaces at a cost of \$36,870./space. That makes no sense.

Cost, Access, Quality: While the cost of this conceptual CON, \$2.4 M, may not seem like a lot of money to the medical center that amount could be used to improve patient care and not build an unnecessary parking garage.

Location: The proposed garage is less than a hundred yards from the boilers that have for years emitted harmful low frequency noise and ground vibrations into the area. There has been no resolution to this problem. Will the proposed garage amplify these noise problems?

Service Area: With the medical center's plans to eliminate fifty beds from its main campus; substantially curtailing patients arriving by medical helicopters; and expanding their medical services in New York State, I question the need for additional parking.

Project Expenditures: \$2,426,831. Based on the medical center's inability to provide accurate financial numbers in the past, they should be required to give detailed cost estimates for each of the above categories for future reference.

GMCB is one organization that has the authority to make UVMMC answer questions and get information (the two engineering studies) they refuse to provide the public.

If you have any questions or would like additional information, please let me know.

Thank you.

Sincerely,

Martha Reeves Lang, Ph.D.

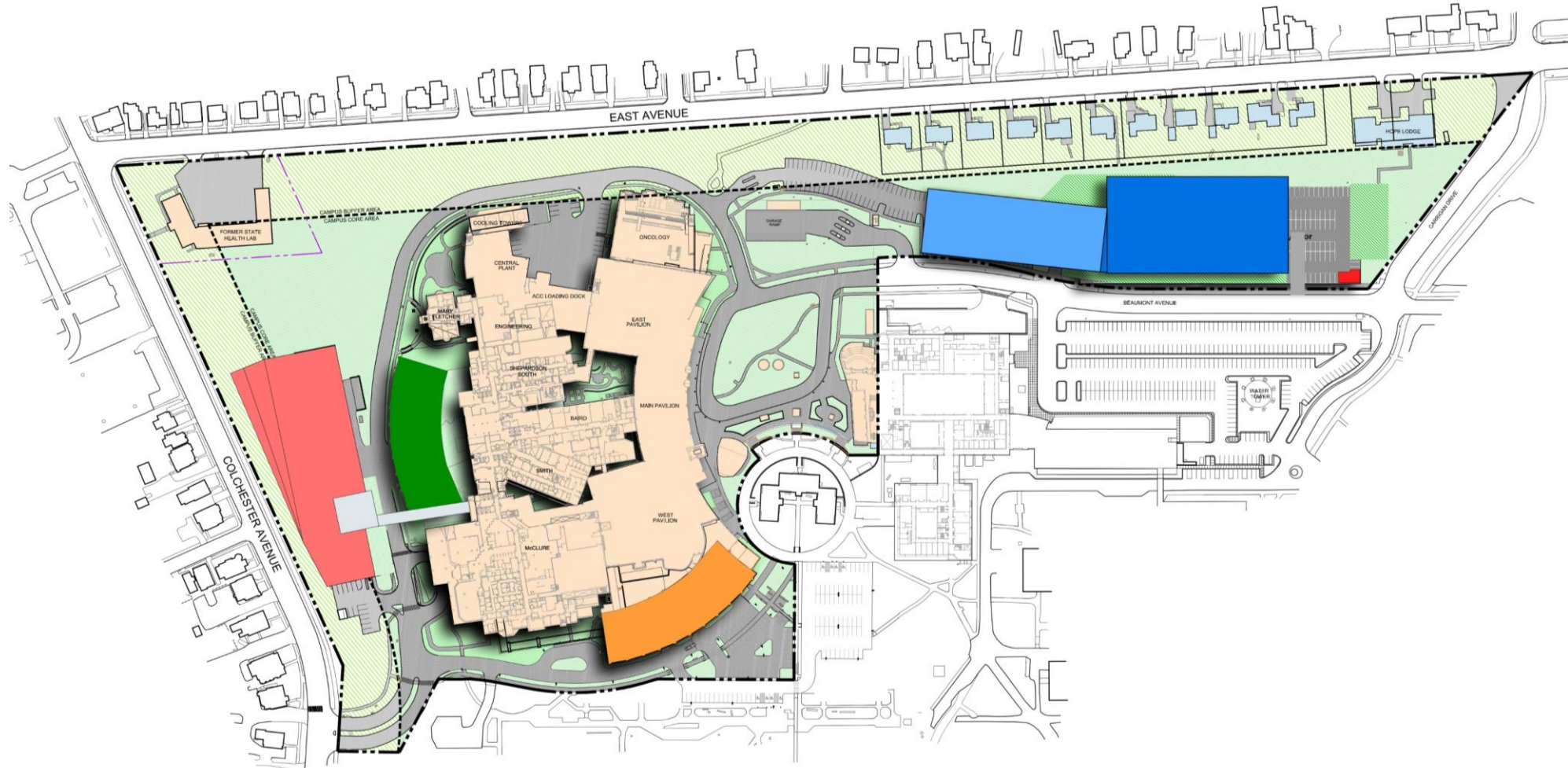
Martha Reeves Lang, Ph.D.

Existing Medical Center Campus Plan

- Existing Campus Buildout at Approximately 97% of allowable
- The campus today consists of 34.65 acres.
- The lot coverage of the campus is as follows.
 - Transitional buffer area: 28%
 - Entire campus area: 58%



UVMMC Site Development Opportunities





To: Board of Finance and City Council

From: Cindi Wight, Director of Parks, Recreation & Waterfront

CC: Orieta Glozheni, Human Resources Manager, Kim Bleakley, Central Facilities Manager and Deryk Roach, Parks and Central Facilities Superintendent

Date: January 27, 2025

Re: Re-classification of one position, the HVAC Technician, in the Department of Parks, Recreation and Waterfront to Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician

Executive Summary:

Burlington Parks, Recreation & Waterfront ("BPRW") is requesting the re-classification of the HVAC Technician to Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician.

Background:

Central Facilities has evolved over the years, beginning with a centralized custodial program, and adding dedicated teams over time. One is the custodial team, whose day-to-day work and scheduling is overseen by an individual in a working foreperson position. The second team focuses on the trades work from carpentry to plumbing to HVAC. The team currently does not have a working foreperson, which puts the day-to-day work and scheduling burden on the Central Facilities Manager who has the responsibility of overseeing and managing capital projects and the capital projects coordinator (third team). Reclassifying one of the trades team members to a role that can provide more support to the trades team, takes some of the burden of the Central Facilities Manager and allows the team to work more efficiently.

The change in the job description also allows the Leddy Arena Maintenance team, who have the responsibility of an arena ammonia system, to better resource the Central Facilities Working Foreperson HVAC Technician for leadership as the reclassification now includes providing a higher level of support to the team relating to HVAC challenges.



Financial Impact:

Position	Current Grade/Step	Current Salary	Proposed Grade	FY25 New Salary
Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician	17/9	\$74,418.03	18/7	\$78,267.83

We will make an approximate \$1,925 budget adjustment in our Maintenance Contracts line in FY25 to cover the additional expense and we will update our FY26 projections to maintain a level-funded budget.

Motions:

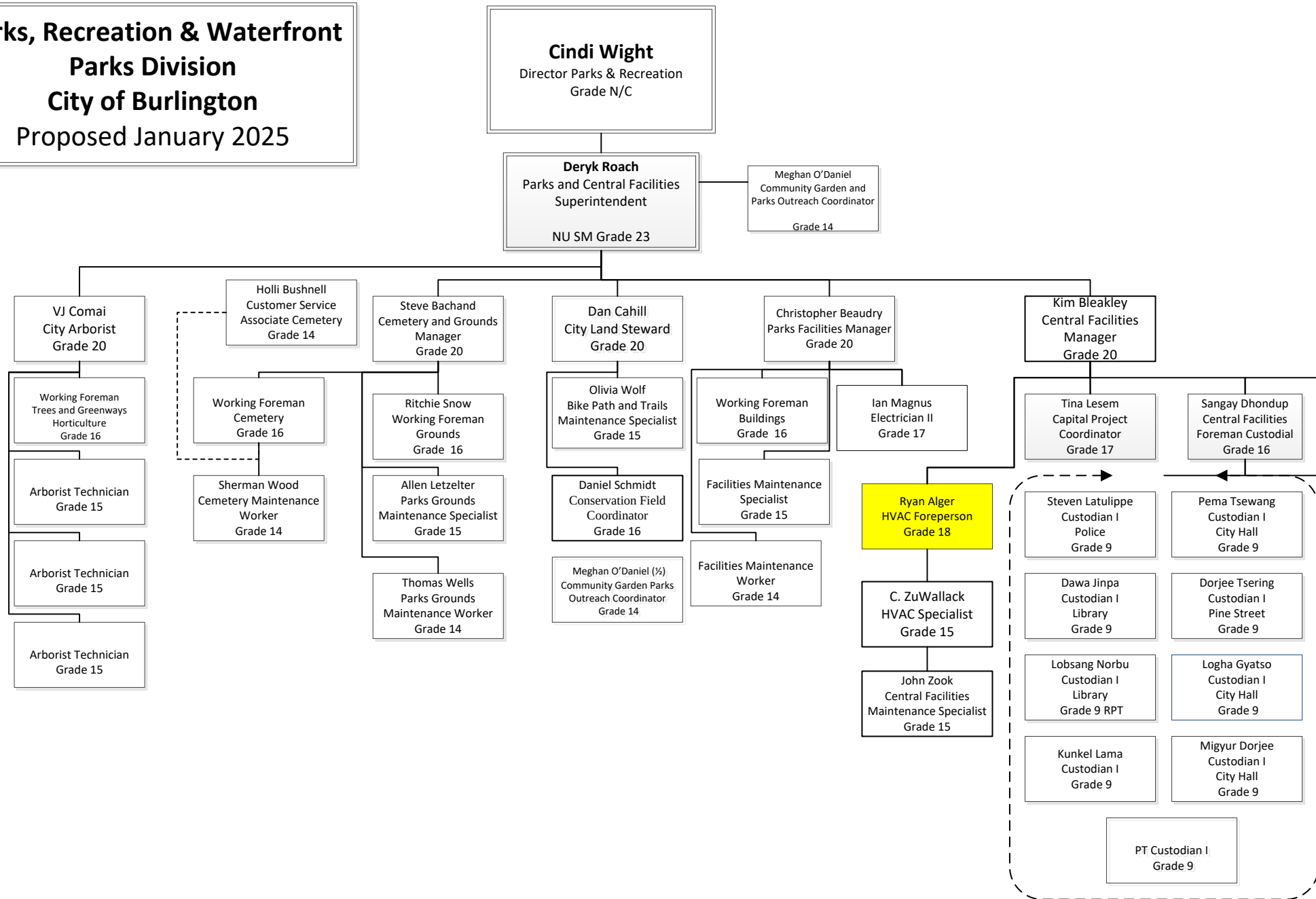
Board of Finance Motion

To approve and recommend that the City Council authorize the reclassification of the HVAC Technician, a regular, full-time, non-exempt, AFSCME, Grade 17 position to the Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician, a regular, full-time, non-exempt, AFSCME , Grade 18 position in the Department of Parks, Recreation & Waterfront.

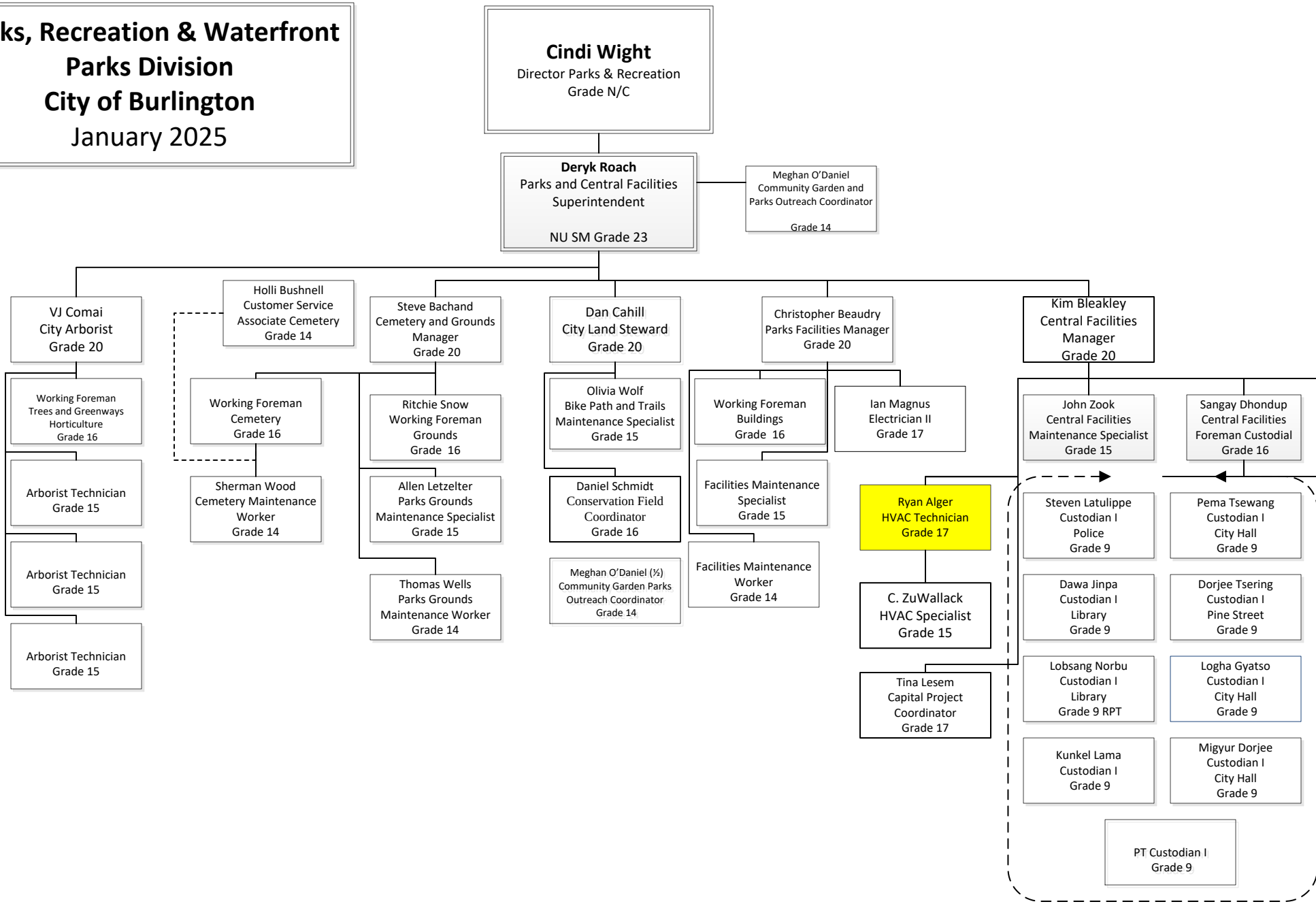
City Council Motion

To approve and authorize the reclassification of the HVAC Technician, a regular, full-time, non-exempt, AFSCME, Grade 17 position to the Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician, a regular, full-time, non-exempt, AFSCME, Grade 18 position in the Department of Parks, Recreation & Waterfront.

**Parks, Recreation & Waterfront
Parks Division
City of Burlington
Proposed January 2025**



**Parks, Recreation & Waterfront
Parks Division
City of Burlington
January 2025**



City of Burlington Job Description

Position Title: Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician

Department: Parks, Recreation and Waterfront

Reports to: Central Facilities Manager

Pay Grade: 18

Job Code: 1287

Exempt/Non-Exempt: Non-Exempt

Union: AFSCME

General Purpose: This position is responsible for providing on-site leadership and direction to the facilities programs and technical expertise to BPRW employees and contractors. This position is responsible for maintenance of all existing and future heating, ventilation and air conditioning systems within the public buildings and public park system and various facilities owned by the City including infrastructure within the Burlington harbor. In addition, this position performs facilities maintenance and skilled technical work in the repair, replacement, and installation of HVAC equipment, and assists in plan development, coordinating HVAC work and execution of daily, monthly, bi-annual, and annual work order requests.

This role is responsible for leading HVAC operations and overseeing maintenance activities ensuring the safe efficient operation of building systems.

Essential Job Functions: (This section outlines the fundamental job functions that must be performed in this position. The “Qualifications/Basic Job Requirements” and the “Physical and Mental/Reasoning Requirements and Work Environment” state the underlying requirements that an employee must meet in order to perform these essential functions. In accordance with the Americans with Disabilities Act, reasonable accommodations may be made to qualified individuals with disabilities to perform the essential functions of the position.)

HVAC Responsibilities:

- Required to perform all essential tasks of facilities maintenance, specialists and HVAC technician employees as needed.
- Prepare, coordinate and provide oversight, leadership and review the work of facilities employees in daily work assignments and projects. This will include but is not limited to the following:
 - **Maintenance and repairs:** Perform general maintenance and repairs on systems, electrical and plumbing systems, and other devices
 - **Equipment operation:** Operate and maintain maintenance equipment, such as hand tools, power tools, and powered equipment.
 - **Scheduling:** Plan and schedule daily and weekly maintenance activities
 - **Safety:** Ensure work is completed safely and that proper safety precautions are taken
 - **Record keeping:** Maintain accurate records of maintenance repairs and services
 - **Maintenance estimates:** Estimate time, material, and equipment needed to perform maintenance activities
 - **Parts and products:** Gather information on needed maintenance equipment, parts, and

products

- Obtaining local permits, scheduling and completing inspections where applicable by license.
- Assisting in adding, removing and managing mechanical and facility information in asset management system(s)
- Assisting the Facilities Managers and Park Superintendent in prioritizing work requests.
- Works with and supervises private companies or contractors on City systems or equipment by coordinating work as necessary.
- Maintaining City/Park owned HVAC equipment and ensures all is in proper working order, following Code.
- Troubleshooting all HVAC systems and equipment as needed.
- Inspecting, repairing, adjusting, and performing preventative and general maintenance on all City/Park owned facility systems. Maintains an organized inventory of HVAC-related materials and supplies.
- Monitor and adjust system components through an online control management system.
- Engaging with contractors and control specialists to work through equipment challenges.
- Developing and presenting cost estimates and scopes of work, develop and manage accurate project documents.
- Assisting in preparing project plans and specifications, obtaining price quotes and proposals, preparing bid documents and related contracts, monitoring and administering contracts, managing consultant and contract processes, and review/comment on improvements through project completion.
- Performing scheduled maintenance inspections, and adjust, clean and calibrate various systems to assure proper system operations.
- Replacing worn parts, i.e. expansion valves, compressors, motors, coil units and other component parts.
- Troubleshooting and repair direct digital and pneumatic control systems.
- Checking distribution for proper velocity, volume, temperature, pressure, etc.
- Providing technical assistance for the replacement, expansion and modifications of existing systems.
- Preparing records and reports that describe procedures, action taken and recommended solutions.
- Maintaining vehicle, parts and tools in an organized way.
- Plans and coordinates maintenance activities with building users.
- Coordinating and communicating mechanical information, equipment training and maintenance to other qualified maintenance employees.
- Successfully participates and completes required training including but not limited to confined space(s), aerial apparatus training, annual safety courses, fall protection etc.
- Participating positively in department staff meetings, safety committee meetings and professional development/cultural diversity training.
- Responding to emergency service requests.
- Performing on-site inspections to ensure the successful completion of facility/capital improvement projects.
- Identifying HVAC/facility-related capital investment opportunities
- Assists Facility Maintenance Managers in accurately updating the City's assets as required.
- Position may require the operation of City vehicles and/or personal vehicles for City business.
- Ability to work around Hazardous Chemicals Water treatment/Freon refrigerants
- Assign, prioritize and monitor daily tasks to their facilities team

- Provide training guidance and mentorship to employees and forepersons, emphasizing safety, technical skills, and teamwork

Project coordination:

- Collaborate with other divisions or departments, contractors, and vendors on facility improvement projects.
- Plan and oversee HVAC related projects, ensuring timely delivery within budget constraints.
- Evaluate contractor performance and compliance with City standards and report it to the Manager.

Administrative duties:

- Maintain accurate records of HVAC system maintenance, repairs and inspections including Ammonia system.
- Conduct regular safety briefings and ensure adherence to OSHA standards and City policies
- Monitor work quality, productivity and adherence to timelines
- Monitor and manage inventory of supplies and equipment.
- Provide reports on project progress and system efficiency to the Facility Manager.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements:

- High School Diploma or equivalent required and three (3) years of trade experience in HVAC equipment and controls installation, troubleshooting, repair and maintenance required, or equivalent combination of education and experience.
- Two years in a lead or supervisory role preferred.
- Type S C3 License and Natural Gas Installer Certification required or ability to acquire within six months.
- Journeyman or master's electrician license required within 2 years of hire.
- EPA 608 (universal) license required
- Experience working with R717 ammonia preferred.
- Ability to successfully complete required training
- Ability to read comprehend and interpret heating, ventilation, air conditioning, refrigeration, air compressors, electrical blueprints and schematics.
- Thorough knowledge of heating, ventilation, air conditioning, air pressure, refrigeration equipment and electronic, electric and pneumatic control systems.
- City objectives and functions in area of assignment: principles and practices of construction management, design and inspection, ordinances, statutes, and regulations.
- Thorough knowledge of materials, methods and hazards of the heating, ventilation, air conditioning, refrigeration and air compressors trade with proficiency in the use of related tools.

- Ability to climb ladders, work in confined spaces, on roofs, etc. as required.
- Knowledge of local and national code, and ASHRAE standards for the industry.
- Sufficient strength and physical dexterity to perform the duties and responsibilities of this job including heavy lifting.
- Ability to wear and use personal protective equipment as needed.
- Ability to supervise staff and contractors in assisting with facility maintenance or HVAC projects.
- Ability to establish/maintain effective working relationships and communicate project details to consultants, inspectors, other City staff, and the general public.
- Ability to mediate conflicts related to project needs and goals.
- Ability to respond to requests for information, complaints and suggestions from the public, staff, administration, elected officials and special interest groups in a professional manner.
- Ability to complete multiple projects and meet deadlines required.
- Ability to work both independently and as part of a team.
- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
- Regular attendance is necessary and is essential to meeting the expectations of the job functions.
- Ability to understand and comply with City standards, safety rules and personnel policies.
- Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or non-city vehicles for City business
- Experience working with Programmable Logic Controllers programming is required. .
- Experience working with controls such as Automated logic required.
- Experience working with Variable Frequency Drives required. •
- Experience using the tools and information necessary to maintain equipment with minimum tolerances required.
- Ability to climb in overhead structures, to work beneath machines and in close quarters performing analysis and repair work.
- Ability to use lifts or bucket truck non CDL truck
- Experience in procedures required to safely work with three phase and single phase electricity Dc and AC required.
- Experience working with low voltage Controls preferred.
- Strong troubleshooting and problem-solving skills
- Knowledge and ability to perform necessary mathematical calculations as it relates to HVAC work.
- Provide on-call coverage as assigned, including after-hours, nights, weekends and holidays.

Physical and Mental/Reasoning Requirements and Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential function to which it relates, and the proposed accommodation.

	Task/Skill/ Ability	Frequency			Task/Skill/ Ability	Frequency
X	Seeing	Constant		X	Ability to lift and Carry, push or pull	
X	Color perception (red, green, amber)	Constant		X	10 - 25lbs	Constant
X	Hearing/listening	Constant		X	25 - 50lbs	Frequent
X	Clear speech	Constant		X	50 - 75lbs	Occasional
X	Touch/ Dexterity -	Constant		X	75+ lbs	Occasional
X	Hand			X	Analysis/ Comprehension	Constant
X	Finger			X	Judgment/ decision making	Constant
X	Reading -			X	Utilization of pressurized equipment	Occasional
	Simple			X	Moving objects	Frequent
	Basic			X	high places	Occasional
X	Complex	Frequent		X	fumes/odors	Frequent
X	Writing -			X	hazardous materials	Occasional
	Simple			X	dirt/dust	Frequent
	Basic					
X	Complex	Frequent				
	Mathematics					
	Simple					
	Basic					
X	Complex	Frequent				
X	Walk or move over distances under own power					
X	within offices/ building or even terrain)	Constant				
X	outdoors or uneven terrain	Frequent				
X	Work alone, under minimal supervision	Frequent				
X	Work directly and indirectly with others	Frequent				
X	Verbal contact with others	Constant				
X	Face-to-face contact	Frequent				
X	Work outdoors in -	Frequent				
X	extreme heat	Occasional				
X	extreme cold	Occasional				
X	other adverse weather conditions	Occasional				

Never	Occasional	Frequent	Constant
0%	1-33%	34-66%	67-100%
0%	equal or less than 2.6 hours	2.7 -5.2 hours	equal or greater than 5.3 Hours
* all times and %s are based on a the assumption of an 8 hour shift schedule			

Supervision:

Directly Supervises: 0 Indirectly supervises: 16

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by employees to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Approvals:

Department Head: _____ Date: _____

Human Resources: _____ Date: _____

Created October 2016. Revised February 2017. Revised October 2020. Revised June 2022; Revised January 2025

City of Burlington Job Description

Position Title: ~~Heating, Ventilation and Air Conditioning (HVAC) Senior Heating, Ventilation and Air Conditioning (HVAC) Technician Working Foreperson~~

Department: Parks, Recreation and Waterfront

Reports to: ~~Central~~ Facilities Maintenance Manager

Pay Grade: 17

Job Code: 1287

Exempt/Non-Exempt: Non-Exempt

Union: AFSCME

General Purpose: This position is responsible for ~~providing on-site leadership and direction to the central facilities programs, and direction and technical expertise to any Burlington Parks Facilities employees~~ BPRW employees and contractors. This position is responsible for maintenance of all existing and future heating, ventilation and air conditioning systems within the public buildings and public park system and various facilities owned by the City including infrastructure within the Burlington harbor. In addition, this position performs ~~facilities maintenance and~~ skilled technical work in the repair, replacement, and installation of HVAC equipment, and assists in plan development, coordinating HVAC work and execution of daily, monthly, bi-annual, and annual work order requests.

This role is responsible for leading HVAC operations and overseeing maintenance activities focused on the City's central facilities, stepping in as needed on any City building. This includes performing skilled HVAC work, overseeing a team and ensuring the safe efficient operation of building systems.

Essential Job Functions: (This section outlines the fundamental job functions that must be performed in this position. The "Qualifications/Basic Job Requirements" and the "Physical and Mental/Reasoning Requirements and Work Environment" state the underlying requirements that an employee must meet in order to perform these essential functions. In accordance with the Americans with Disabilities Act, reasonable accommodations may be made to qualified individuals with disabilities to perform the essential functions of the position.)

HVAC Responsibilities:

- ~~Required to perform all essential tasks of of HVAC and Electrical Journeyman facilities maintenance, specialists and HVAC-Specialist technician employees as needed.~~
- ~~Prepare, coordinate and provide technical oversight, leadership and review the work of central Facilities facilities employees in daily work assignments and projects. This will include but is not limited to the following:~~
 - ~~-Maintenance and repairs: Perform general maintenance and repairs on systems, electrical and plumbing systems, and other devices~~
 - ~~-Equipment operation: Operate and maintain maintenance equipment, such as hand tools, power tools, and powered equipment.~~
 - ~~-Scheduling: Plan and schedule daily and weekly maintenance activities~~
 - ~~-Safety: Ensure work is completed safely and that proper safety precautions are taken~~
 - ~~-Record keeping: Maintain accurate records of maintenance repairs and services~~
 - ~~- Maintenance estimates: Estimate time, material, and equipment needed to perform~~

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maintenance activities

- **Parts and products:** Gather information on needed maintenance equipment, parts, and products including but not limited to:

- ~~Responsible for Obtaining~~ Obtaining local permits, scheduling and completing inspections where applicable by license.
- ~~Responsible for completing, maintaining, tracking, and submitting work orders through Vueworks Maintenance Tracking System completing/scheduling/assigning tasks as required.~~
- ~~Assistings in Vue works~~ adding, removing and managing mechanical and facility asset information in asset management system(s)s
- ~~Assistings~~ the Facilities Maintenance Managers and Park Superintendent in prioritizing work requests.
- ~~Is an active representative for the City in Wworking with and supervises~~ private companies or contractors on City systems or equipment by coordinating work as necessary.
- ~~Maintainings~~ City/Park owned HVAC equipment and ensures all is in proper working order, in accordance with following Code.
- Troubleshooting all HVAC systems and equipment as needed.
- Inspecting, repairing, adjusting, and performing preventative and general maintenance on all City/Park owned facility systems. Maintains an organized inventory of ~~HVAC related~~ HVAC-related materials and supplies.
- ~~Actively monitor~~ Monitorings and ~~adjust~~ adjusts system components through an online control management system.
- Engagings with contractors and control specialists to work through equipment challenges.
- Developing and presenting cost estimates and scopes of work, develop and manage accurate project documents.
- Assisting in preparing project plans and specifications, obtaining price quotes and proposals, preparing bid documents and related contracts, monitoring and administering contracts, managing consultant and contract processes, and review/comment on improvements through project completion.
- Performing scheduled maintenance inspections, and adjust, clean and calibrate various systems to assure proper system operations. ~~Supervise employees assisting in HVAC or electrical tasks and projects as required.~~
- Replacinge worn parts, i.e. expansion valves, compressors, motors, coil units and other component parts.
- Troubleshooting and repair direct digital and pneumatic control systems.
- Checking distribution for proper velocity, volume, temperature, pressure, etc.
- Providinge technical assistance for the replacement, expansion and modifications of existing systems.
- Preparinge records and reports that describe procedures, action taken and recommended solutions.
- Maintaininge vehicle, parts and tools in an organized way.
- Plans and coordinates maintenance activities with building users.
- Coordinatinges and communicatinges mechanical information, equipment training and maintenance to other qualified maintenance employees.
- Successfully participates and completes required training including but not limited to confined space(s), aerial apparatus training, annual safety courses, fall protection etc.
- ~~Establishwing and soliciting~~ price estimates, make recommendations for purchasing, and develop

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Heating, Ventilation and Air Conditioning (HVAC) Technician
Page 3 of 6

~~specifications on equipment/appliances/etc. on behalf of the Facilities Maintenance Manager.~~

- Participatingte positively in department staff meetings, safety committee meetings and professional development/cultural diversity ~~training~~trainings.
- Responding to emergency service requests.
- Performing on-site inspections to ensure the successful completion of facility/capital improvement projects.
- Identifying HVAC/facility-related~~facility-related~~ capital investment opportunities
- Assists Facility Maintenance Managers in accurately updating the City's assets as required.
- Position may require the operation of City vehicles and/or personal vehicles ~~in order to conduct~~for City business.
- Ability to work around Hazardous Chemicals Water treatment/Freon refrigerants

Responsibilities:

Assign, prioritize and monitor daily tasks to his~~their~~ facilities team

Provide training guidance and mentorship to employees and forepersons, emphasizing safety, technical skills, and teamwork

Conduct regular safety briefings and ensure adherence to OSHA standards and City policies

Monitor work quality, productivity and adherence to timelines

Project coordination:

Collaborate with other divisions or departments, contractors, and vendors on facility improvement projects

Plan and oversee HVAC related projects, ensuring timely delivery within budget constraints

Evaluate contractor performance and compliance with City standards and report it to the Manager

Administrative duties:

Maintain accurate records of HVAC system maintenance, repairs and inspections including Ammonia system at Leddy.

Monitor and manage inventory of supplies and equipment.

Provide reports on project progress and system efficiency to the Facility Manager.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements:

- High School Diploma or equivalent required and three (3) years of trade experience in HVAC equipment and controls installation, troubleshooting, repair and maintenance required, or equivalent combination of education and experience.
- Two years in a lead or supervisory role preferred.
- Type S C3 License and Natural Gas Installer Certification required or ability to acquire within six months.
- Minimum of S class license for electrical, journeyman-Journeyman or master's electrician license preferred.mandatoryrequired within 2 years of hire.
- EPA 608 (universal) license required

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Heating, Ventilation and Air Conditioning (HVAC) Technician

Page 4 of 6

~~— Experience working with Ability to work with R717 ammonia preferred~~

~~— Confined space trained~~

~~Training staff members on equipment~~

~~AED First Aid trained~~

~~Osha 10 required~~

~~Fall protection trained~~

- ~~Scissor lift and boom lift trained~~

- ~~Ability to successfully complete required training~~

- Ability to read ~~complex~~, comprehend and ~~follow~~ interpret heating, ventilation, air conditioning, refrigeration, air compressors, electrical blueprints and schematics.

- Thorough knowledge of heating, ventilation, air conditioning, air pressure, refrigeration equipment and electronic, electric and pneumatic control systems.

- City objectives and functions in area of assignment: principles and practices of construction management, design and inspection, ordinances, statutes, and regulations.

- Thorough knowledge of materials, methods and hazards of the heating, ventilation, air conditioning, refrigeration and air compressors trade with proficiency in the use of related tools.

- Ability to climb ladders, work in confined spaces, on roofs, etc. as required.

- Knowledge of local and national code, and ASHRAE standards for the industry.

- Sufficient strength and physical dexterity to perform the duties and responsibilities of this job including heavy lifting.

- Ability to wear and use personal protective equipment as needed.

- Ability to supervise staff and contractors in assisting with facility maintenance or HVAC or ~~Any~~ related projects.

- Ability to establish/maintain effective working relationships and ~~clearly~~ communicate project details to consultants, inspectors, other City staff, and the general public.

- Ability to mediate conflicts related to ~~projects~~ project needs and goals.

- Ability to respond to requests for information, complaints and suggestions from the public, staff, administration, elected officials and ~~specials~~ special interest groups in a professional manner.

- Ability to complete multiple projects and meet deadlines required.

- Ability to work both independently and as part of a team.

- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.

- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.

- Regular attendance is necessary and is essential to meeting the expectations of the job functions.

- Ability to understand and comply with City standards, safety rules and personnel policies.

- ~~Proof of COVID-19 vaccination required, reasonable accommodations will be considered.~~

- Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or ~~non-City~~ non-city vehicles for City business

- ~~Advance understanding of~~ Experience working with Programmable Logic Controllers

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~~programming are~~ required. ~~necessary.~~

- ~~• Advance level of~~ Experience working with controls such as -Automated logic required.
- ~~• Advance understanding~~ Experience working with ~~of~~ Variable Frequency Drives required.
- ~~• Electrical knowledge to include NFPA 70e requirements.~~
- Experience using the tools and information necessary to maintain equipment with ~~High degree of precision working with minimum tolerances required.~~
 - Ability to climb in overhead structures, to work beneath machines and in close quarters performing analysis and repair work.
 - Ability to use lifts or bucket truck non CDL truck
 - ~~Exposed to high voltage~~ Experience in procedures required to safely work with three phase and single phase electricity Dc and AC required.
 - ~~Exposed to~~ Experience working with low voltage Controls preferred.
 - Strong troubleshooting and problem-solving skills
 - Ability to read complex language, interpret and modify electrical and mechanical schematics
- ~~Must be able to do advance~~ Knowledge and ability to perform necessary -mathematical calculations as it relates to HVAC work.
- ~~Supervision of team members 1 or more out in field and assisted to other managing day to day task with management as well as foreman from other dept.~~
- Provide on-call coverage as assigned, including after-hours, nights, weekends and holidays.

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Physical and Mental/Reasoning Requirements and Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential function to which it relates, and the proposed accommodation.

x seeing	_x_ ability to move distances	_x_ lifting (specify)
x color perception	within and between	_50_ pounds
(red, green, amber)	warehouses/offices	_x_ carrying (specify)
x hearing/listening	_x_ climbing	_50_ pounds
x clear speech	_x_ ability to mount/dismount	_x_ driving (local/over
x touching	forklift/truck	the road)
x dexterity	_x_ pushing/pulling	
x hand		
x finger		
x reading - basic	_x_ math skills - basic	_x_ analysis/comprehension
x reading - complex	_x_ math skills - complex	_x_ judgment/decision
x writing - basic	_x_ clerical	making
x writing - complex		
x shift work	_x_ outside	_x_ pressurized equipment
x works alone	_x_ extreme heat	_x_ moving objects
x works with others	_x_ extreme cold	_x_ high places
x verbal contact w/others	_x_ noise	_x_ fumes/odors
x face-to-face contact	_x_ mechanical equipment	_x_ hazardous materials

Heating, Ventilation and Air Conditioning (HVAC) Technician

Page 6 of 6

☒ inside ☒ electrical equipment ☒ dirt/dust

Supervision:

Directly Supervises: 0 ~~1 or more~~ Indirectly supervises: ~~1~~ 416

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by employees to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Approvals:

Department Head: _____ Date: _____

Human Resources: _____ Date: _____

Created October 2016. Revised February 2017. Revised October 2020. Revised June 2022; January 2025



To: Board of Finance and City Council

From: Cindi Wight, Director of Parks, Recreation & Waterfront

CC: Orieta Glozheni, Human Resources Manager, Kim Bleakley, Central Facilities Manager and Deryk Roach, Parks and Central Facilities Superintendent

Date: January 27, 2025

Re: Re-classification of one position, the HVAC Technician, in the Department of Parks, Recreation and Waterfront to Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician

Executive Summary:

Burlington Parks, Recreation & Waterfront ("BPRW") is requesting the re-classification of the HVAC Technician to Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician.

Background:

Central Facilities has evolved over the years, beginning with a centralized custodial program, and adding dedicated teams over time. One is the custodial team, whose day-to-day work and scheduling is overseen by an individual in a working foreperson position. The second team focuses on the trades work from carpentry to plumbing to HVAC. The team currently does not have a working foreperson, which puts the day-to-day work and scheduling burden on the Central Facilities Manager who has the responsibility of overseeing and managing capital projects and the capital projects coordinator (third team). Reclassifying one of the trades team members to a role that can provide more support to the trades team, takes some of the burden of the Central Facilities Manager and allows the team to work more efficiently.

The change in the job description also allows the Leddy Arena Maintenance team, who have the responsibility of an arena ammonia system, to better resource the Central Facilities Working Foreperson HVAC Technician for leadership as the reclassification now includes providing a higher level of support to the team relating to HVAC challenges.



Financial Impact:

Position	Current Grade/Step	Current Salary	Proposed Grade	FY25 New Salary
Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician	17/9	\$74,418.03	18/7	\$78,267.83

We will make an approximate \$1,925 budget adjustment in our Maintenance Contracts line in FY25 to cover the additional expense and we will update our FY26 projections to maintain a level-funded budget.

Motions:

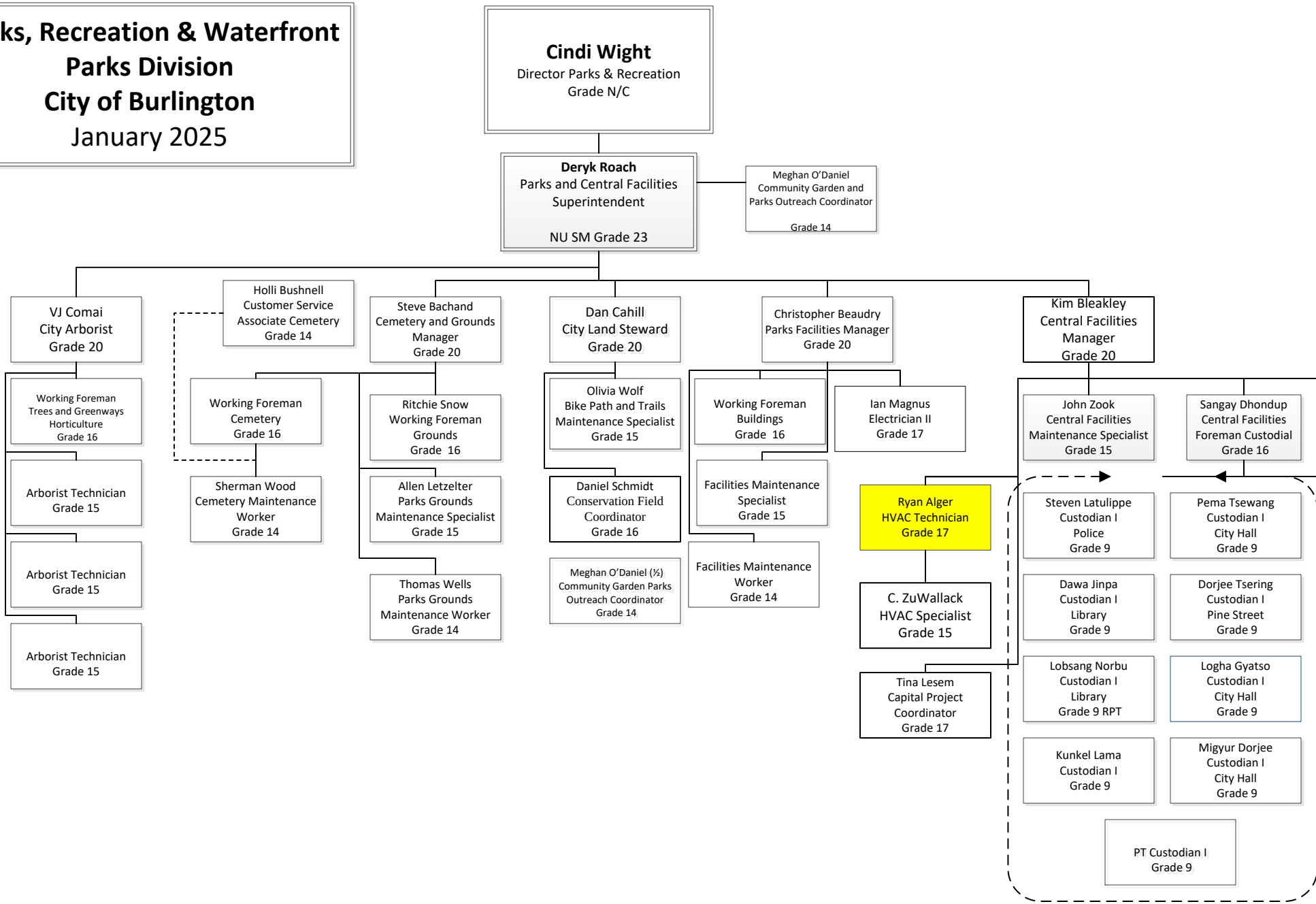
Board of Finance Motion

To approve and recommend that the City Council authorize the reclassification of the HVAC Technician, a regular, full-time, non-exempt, AFSCME, Grade 17 position to the Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician, a regular, full-time, non-exempt, AFSCME , Grade 18 position in the Department of Parks, Recreation & Waterfront.

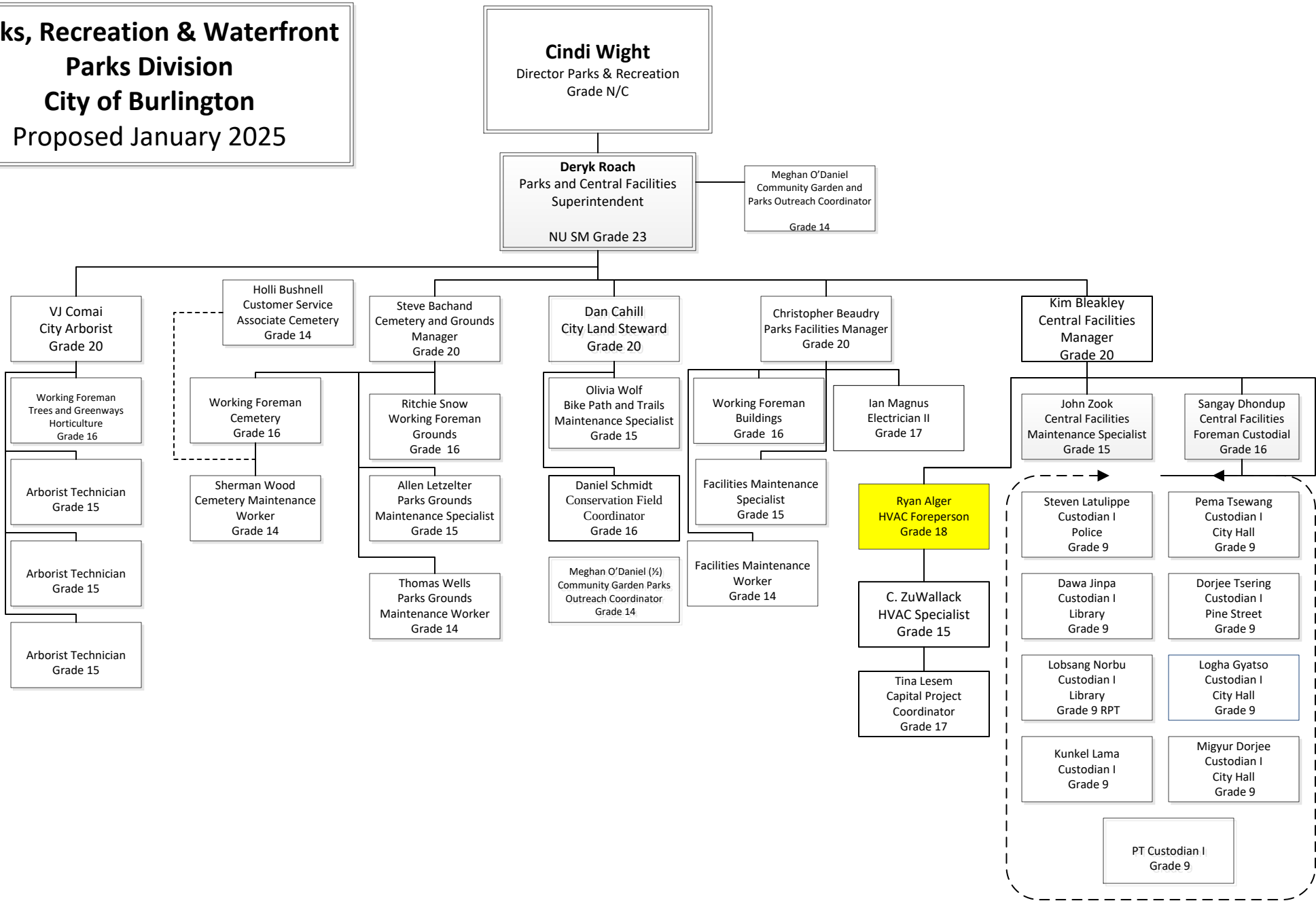
City Council Motion

To approve and authorize the reclassification of the HVAC Technician, a regular, full-time, non-exempt, AFSCME, Grade 17 position to the Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician, a regular, full-time, non-exempt, AFSCME, Grade 18 position in the Department of Parks, Recreation & Waterfront.

**Parks, Recreation & Waterfront
Parks Division
City of Burlington
January 2025**



**Parks, Recreation & Waterfront
Parks Division
City of Burlington
Proposed January 2025**



City of Burlington Job Description

Position Title: Central Facilities Working Foreperson Heating, Ventilation and Air Conditioning (HVAC) Technician

Department: Parks, Recreation and Waterfront

Reports to: Central Facilities Manager

Pay Grade: 18

Job Code: 1287

Exempt/Non-Exempt: Non-Exempt

Union: AFSCME

General Purpose: This position is responsible for providing on-site leadership and direction to the facilities programs and technical expertise to BPRW employees and contractors. This position is responsible for maintenance of all existing and future heating, ventilation and air conditioning systems within the public buildings and public park system and various facilities owned by the City including infrastructure within the Burlington harbor. In addition, this position performs facilities maintenance and skilled technical work in the repair, replacement, and installation of HVAC equipment, and assists in plan development, coordinating HVAC work and execution of daily, monthly, bi-annual, and annual work order requests.

This role is responsible for leading HVAC operations and overseeing maintenance activities ensuring the safe efficient operation of building systems.

Essential Job Functions: (This section outlines the fundamental job functions that must be performed in this position. The “Qualifications/Basic Job Requirements” and the “Physical and Mental/Reasoning Requirements and Work Environment” state the underlying requirements that an employee must meet in order to perform these essential functions. In accordance with the Americans with Disabilities Act, reasonable accommodations may be made to qualified individuals with disabilities to perform the essential functions of the position.)

HVAC Responsibilities:

- Required to perform all essential tasks of facilities maintenance, specialists and HVAC technician employees as needed.
- Prepare, coordinate and provide oversight, leadership and review the work of facilities employees in daily work assignments and projects. This will include but is not limited to the following:
 - **Maintenance and repairs:** Perform general maintenance and repairs on systems, electrical and plumbing systems, and other devices
 - **Equipment operation:** Operate and maintain maintenance equipment, such as hand tools, power tools, and powered equipment.
 - **Scheduling:** Plan and schedule daily and weekly maintenance activities
 - **Safety:** Ensure work is completed safely and that proper safety precautions are taken
 - **Record keeping:** Maintain accurate records of maintenance repairs and services
 - **Maintenance estimates:** Estimate time, material, and equipment needed to perform maintenance activities
 - **Parts and products:** Gather information on needed maintenance equipment, parts, and

products

- Obtaining local permits, scheduling and completing inspections where applicable by license.
- Assisting in adding, removing and managing mechanical and facility information in asset management system(s)
- Assisting the Facilities Managers and Park Superintendent in prioritizing work requests.
- Works with and supervises private companies or contractors on City systems or equipment by coordinating work as necessary.
- Maintaining City/Park owned HVAC equipment and ensures all is in proper working order, following Code.
- Troubleshooting all HVAC systems and equipment as needed.
- Inspecting, repairing, adjusting, and performing preventative and general maintenance on all City/Park owned facility systems. Maintains an organized inventory of HVAC-related materials and supplies.
- Monitor and adjust system components through an online control management system.
- Engaging with contractors and control specialists to work through equipment challenges.
- Developing and presenting cost estimates and scopes of work, develop and manage accurate project documents.
- Assisting in preparing project plans and specifications, obtaining price quotes and proposals, preparing bid documents and related contracts, monitoring and administering contracts, managing consultant and contract processes, and review/comment on improvements through project completion.
- Performing scheduled maintenance inspections, and adjust, clean and calibrate various systems to assure proper system operations.
- Replacing worn parts, i.e. expansion valves, compressors, motors, coil units and other component parts.
- Troubleshooting and repair direct digital and pneumatic control systems.
- Checking distribution for proper velocity, volume, temperature, pressure, etc.
- Providing technical assistance for the replacement, expansion and modifications of existing systems.
- Preparing records and reports that describe procedures, action taken and recommended solutions.
- Maintaining vehicle, parts and tools in an organized way.
- Plans and coordinates maintenance activities with building users.
- Coordinating and communicating mechanical information, equipment training and maintenance to other qualified maintenance employees.
- Successfully participates and completes required training including but not limited to confined space(s), aerial apparatus training, annual safety courses, fall protection etc.
- Participating positively in department staff meetings, safety committee meetings and professional development/cultural diversity training.
- Responding to emergency service requests.
- Performing on-site inspections to ensure the successful completion of facility/capital improvement projects.
- Identifying HVAC/facility-related capital investment opportunities
- Assists Facility Maintenance Managers in accurately updating the City's assets as required.
- Position may require the operation of City vehicles and/or personal vehicles for City business.
- Ability to work around Hazardous Chemicals Water treatment/Freon refrigerants
- Assign, prioritize and monitor daily tasks to their facilities team

- Provide training guidance and mentorship to employees and forepersons, emphasizing safety, technical skills, and teamwork

Project coordination:

- Collaborate with other divisions or departments, contractors, and vendors on facility improvement projects.
- Plan and oversee HVAC related projects, ensuring timely delivery within budget constraints.
- Evaluate contractor performance and compliance with City standards and report it to the Manager.

Administrative duties:

- Maintain accurate records of HVAC system maintenance, repairs and inspections including Ammonia system.
- Conduct regular safety briefings and ensure adherence to OSHA standards and City policies
- Monitor work quality, productivity and adherence to timelines
- Monitor and manage inventory of supplies and equipment.
- Provide reports on project progress and system efficiency to the Facility Manager.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements:

- High School Diploma or equivalent required and three (3) years of trade experience in HVAC equipment and controls installation, troubleshooting, repair and maintenance required, or equivalent combination of education and experience.
- Two years in a lead or supervisory role preferred.
- Type S C3 License and Natural Gas Installer Certification required or ability to acquire within six months.
- Journeyman or master's electrician license required within 2 years of hire.
- EPA 608 (universal) license required
- Experience working with R717 ammonia preferred.
- Ability to successfully complete required training
- Ability to read comprehend and interpret heating, ventilation, air conditioning, refrigeration, air compressors, electrical blueprints and schematics.
- Thorough knowledge of heating, ventilation, air conditioning, air pressure, refrigeration equipment and electronic, electric and pneumatic control systems.
- City objectives and functions in area of assignment: principles and practices of construction management, design and inspection, ordinances, statutes, and regulations.
- Thorough knowledge of materials, methods and hazards of the heating, ventilation, air conditioning, refrigeration and air compressors trade with proficiency in the use of related tools.

- Ability to climb ladders, work in confined spaces, on roofs, etc. as required.
 - Knowledge of local and national code, and ASHRAE standards for the industry.
 - Sufficient strength and physical dexterity to perform the duties and responsibilities of this job including heavy lifting.
 - Ability to wear and use personal protective equipment as needed.
 - Ability to supervise staff and contractors in assisting with facility maintenance or HVAC projects.
 - Ability to establish/maintain effective working relationships and communicate project details to consultants, inspectors, other City staff, and the general public.
 - Ability to mediate conflicts related to project needs and goals.
 - Ability to respond to requests for information, complaints and suggestions from the public, staff, administration, elected officials and special interest groups in a professional manner.
 - Ability to complete multiple projects and meet deadlines required.
 - Ability to work both independently and as part of a team.
 - Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
 - Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
 - Regular attendance is necessary and is essential to meeting the expectations of the job functions.
 - Ability to understand and comply with City standards, safety rules and personnel policies.
 - Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or non-city vehicles for City business
 - Experience working with Programmable Logic Controllers programming is required. .
 - Experience working with controls such as Automated logic required.
 - Experience working with Variable Frequency Drives required. •
 - Experience using the tools and information necessary to maintain equipment with minimum tolerances required.
 - Ability to climb in overhead structures, to work beneath machines and in close quarters performing analysis and repair work.
 - Ability to use lifts or bucket truck non CDL truck
 - Experience in procedures required to safely work with three phase and single phase electricity
- Dc and AC required.
- Experience working with low voltage Controls preferred.
 - Strong troubleshooting and problem-solving skills
 - Knowledge and ability to perform necessary mathematical calculations as it relates to HVAC work.
 - Provide on-call coverage as assigned, including after-hours, nights, weekends and holidays.

Physical and Mental/Reasoning Requirements and Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential function to which it relates, and the proposed accommodation.

	Task/Skill/ Ability	Frequency			Task/Skill/ Ability	Frequency
X	Seeing	Constant		X	Ability to lift and Carry, push or pull	
X	Color perception (red, green, amber)	Constant		X	10 - 25lbs	Constant
X	Hearing/listening	Constant		X	25 - 50lbs	Frequent
X	Clear speech	Constant		X	50 - 75lbs	Occasional
X	Touch/ Dexterity -	Constant		X	75+ lbs	Occasional
X	Hand			X	Analysis/ Comprehension	Constant
X	Finger			X	Judgment/ decision making	Constant
X	Reading -			X	Utilization of pressurized equipment	Occasional
	Simple			X	Moving objects	Frequent
	Basic			X	high places	Occasional
X	Complex	Frequent		X	fumes/odors	Frequent
X	Writing -			X	hazardous materials	Occasional
	Simple			X	dirt/dust	Frequent
	Basic					
X	Complex	Frequent				
	Mathematics					
	Simple					
	Basic					
X	Complex	Frequent				
X	Walk or move over distances under own power					
X	within offices/ building or even terrain)	Constant				
X	outdoors or uneven terrain	Frequent				
X	Work alone, under minimal supervision	Frequent				
X	Work directly and indirectly with others	Frequent				
X	Verbal contact with others	Constant				
X	Face-to-face contact	Frequent				
X	Work outdoors in -	Frequent				
X	extreme heat	Occasional				
X	extreme cold	Occasional				
X	other adverse weather conditions	Occasional				

Never	Occasional	Frequent	Constant
0%	1-33%	34-66%	67-100%
0%	equal or less than 2.6 hours	2.7 -5.2 hours	equal or greater than 5.3 Hours
* all times and %s are based on a the assumption of an 8 hour shift schedule			

Supervision:

Directly Supervises: 0 Indirectly supervises: 16

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by employees to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Approvals:

Department Head: _____ Date: _____

Human Resources: _____ Date: _____

Created October 2016. Revised February 2017. Revised October 2020. Revised June 2022; Revised January 2025

City of Burlington Job Description

Position Title: ~~Heating, Ventilation and Air Conditioning (HVAC) Senior Heating, Ventilation and Air Conditioning (HVAC) Technician Working Foreperson~~

Department: Parks, Recreation and Waterfront

Reports to: ~~Central~~ Facilities Maintenance Manager

Pay Grade: 17

Job Code: 1287

Exempt/Non-Exempt: Non-Exempt

Union: AFSCME

General Purpose: This position is responsible for ~~providing on-site leadership and direction to the central facilities programs, and direction and technical expertise to any Burlington Parks Facilities employees~~ BPRW employees and contractors. This position is responsible for maintenance of all existing and future heating, ventilation and air conditioning systems within the public buildings and public park system and various facilities owned by the City including infrastructure within the Burlington harbor. In addition, this position performs ~~facilities maintenance and~~ skilled technical work in the repair, replacement, and installation of HVAC equipment, and assists in plan development, coordinating HVAC work and execution of daily, monthly, bi-annual, and annual work order requests.

This role is responsible for leading HVAC operations and overseeing maintenance activities focused on the City's central facilities, stepping in as needed on any City building. This includes performing skilled HVAC work, overseeing a team and ensuring the safe efficient operation of building systems.

Essential Job Functions: (This section outlines the fundamental job functions that must be performed in this position. The "Qualifications/Basic Job Requirements" and the "Physical and Mental/Reasoning Requirements and Work Environment" state the underlying requirements that an employee must meet in order to perform these essential functions. In accordance with the Americans with Disabilities Act, reasonable accommodations may be made to qualified individuals with disabilities to perform the essential functions of the position.)

HVAC Responsibilities:

- ~~Required to perform all essential tasks of of HVAC and Electrical Journeyman facilities maintenance, specialists and HVAC-Specialist technician employees as needed.~~
- ~~Prepare, coordinate and provide technical oversight, leadership and review the work of central Facilities facilities employees in daily work assignments and projects. This will include but is not limited to the following:~~
 - ~~-Maintenance and repairs: Perform general maintenance and repairs on systems, electrical and plumbing systems, and other devices~~
 - ~~-Equipment operation: Operate and maintain maintenance equipment, such as hand tools, power tools, and powered equipment.~~
 - ~~-Scheduling: Plan and schedule daily and weekly maintenance activities~~
 - ~~-Safety: Ensure work is completed safely and that proper safety precautions are taken~~
 - ~~-Record keeping: Maintain accurate records of maintenance repairs and services~~
 - ~~- Maintenance estimates: Estimate time, material, and equipment needed to perform~~

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maintenance activities

- **Parts and products:** Gather information on needed maintenance equipment, parts, and products including but not limited to:

- ~~Responsible for Obtaining~~ Obtaining local permits, scheduling and completing inspections where applicable by license.
- ~~Responsible for completing, maintaining, tracking, and submitting work orders through Viewworks Maintenance Tracking System completing/scheduling/assigning tasks as required.~~
- ~~Assistings in~~ Assistings in ~~Vue works~~ adding, removing and managing mechanical and facility ~~asset~~ information in asset management system(s)s
- ~~Assistings~~ Assistings the Facilities Maintenance Managers and Park Superintendent in prioritizing work requests.
- ~~Is an active representative for the City in~~ Working with and supervises private companies or contractors on City systems or equipment by coordinating work as necessary.
- ~~Maintainings~~ Maintainings City/Park owned HVAC equipment and ensures all is in proper working order, ~~in accordance with~~ following Code.
- Troubleshooting all HVAC systems and equipment as needed.
- Inspecting, repairing, adjusting, and performing preventative and general maintenance on all City/Park owned facility systems. Maintains an organized inventory of ~~HVAC-related~~ HVAC-related materials and supplies.
- ~~Actively monitor~~ Monitorings and ~~adjust~~ adjusts system components through an online control management system.
- Engagings with contractors and control specialists to work through equipment challenges.
- Developing and presenting cost estimates and scopes of work, develop and manage accurate project documents.
- Assisting in preparing project plans and specifications, obtaining price quotes and proposals, preparing bid documents and related contracts, monitoring and administering contracts, managing consultant and contract processes, and review/comment on improvements through project completion.
- Performing scheduled maintenance inspections, and adjust, clean and calibrate various systems to assure proper system operations. ~~Supervise employees assisting in HVAC or electrical tasks and projects as required.~~
- Replacings worn parts, i.e. expansion valves, compressors, motors, coil units and other component parts.
- Troubleshooting and repair direct digital and pneumatic control systems.
- Checking distribution for proper velocity, volume, temperature, pressure, etc.
- Providings technical assistance for the replacement, expansion and modifications of existing systems.
- Preparing records and reports that describe procedures, action taken and recommended solutions.
- Maintainings vehicle, parts and tools in an organized way.
- Plans and coordinates maintenance activities with building users.
- Coordinatinges and communicatinges mechanical information, equipment training and maintenance to other qualified maintenance employees.
- Successfully participates and completes required training including but not limited to confined space(s), aerial apparatus training, annual safety courses, fall protection etc.
- ~~Establishing~~ Establishing and soliciting price estimates, make recommendations for purchasing, and develop

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Heating, Ventilation and Air Conditioning (HVAC) Technician
Page 3 of 6

~~specifications on equipment/appliances/etc. on behalf of the Facilities Maintenance Manager.~~

- Participating positively in department staff meetings, safety committee meetings and professional development/cultural diversity ~~training~~ trainings.
- Responding to emergency service requests.
- Performing on-site inspections to ensure the successful completion of facility/capital improvement projects.
- Identifying HVAC/facility-related ~~facility-related~~ capital investment opportunities
- Assists Facility Maintenance Managers in accurately updating the City's assets as required.
- Position may require the operation of City vehicles and/or personal vehicles ~~in order to conduct~~ for City business.
- Ability to work around Hazardous Chemicals Water treatment/Freon refrigerants

Responsibilities:

Assign, prioritize and monitor daily tasks to ~~his~~their facilities team

Provide training guidance and mentorship to employees and forepersons, emphasizing safety, technical skills, and teamwork

Conduct regular safety briefings and ensure adherence to OSHA standards and City policies

Monitor work quality, productivity and adherence to timelines

Project coordination:

Collaborate with other divisions or departments, contractors, and vendors on facility improvement projects

Plan and oversee HVAC related projects, ensuring timely delivery within budget constraints

Evaluate contractor performance and compliance with City standards and report it to the Manager

Administrative duties:

Maintain accurate records of HVAC system maintenance, repairs and inspections including Ammonia system at Leddy.

Monitor and manage inventory of supplies and equipment.

Provide reports on project progress and system efficiency to the Facility Manager.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements:

- High School Diploma or equivalent required and three (3) years of trade experience in HVAC equipment and controls installation, troubleshooting, repair and maintenance required, or equivalent combination of education and experience.
- Two years in a lead or supervisory role preferred.
- Type S C3 License and Natural Gas Installer Certification required or ability to acquire within six months.
- Minimum of S class license for electrical, journeyman ~~Journeyman~~ or master's electrician license preferred. ~~mandatory~~ required within 2 years of hire.
- EPA 608 (universal) license required

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Heating, Ventilation and Air Conditioning (HVAC) Technician

Page 4 of 6

~~— Experience working with Ability to work with R717 ammonia preferred~~

~~— Confined space trained~~

~~Training staff members on equipment~~

~~AED First Aid trained~~

~~Osha 10 required~~

~~Fall protection trained~~

- ~~Scissor lift and boom lift trained~~

- ~~Ability to successfully complete required training~~

- Ability to read ~~complex~~, comprehend and ~~follow~~ interpret heating, ventilation, air conditioning, refrigeration, air compressors, electrical blueprints and schematics.

- Thorough knowledge of heating, ventilation, air conditioning, air pressure, refrigeration equipment and electronic, electric and pneumatic control systems.

- City objectives and functions in area of assignment: principles and practices of construction management, design and inspection, ordinances, statutes, and regulations.

- Thorough knowledge of materials, methods and hazards of the heating, ventilation, air conditioning, refrigeration and air compressors trade with proficiency in the use of related tools.

- Ability to climb ladders, work in confined spaces, on roofs, etc. as required.

- Knowledge of local and national code, and ASHRAE standards for the industry.

- Sufficient strength and physical dexterity to perform the duties and responsibilities of this job including heavy lifting.

- Ability to wear and use personal protective equipment as needed.

- Ability to supervise staff and contractors in assisting with facility maintenance or HVAC or ~~Any~~ related projects.

- Ability to establish/maintain effective working relationships and ~~clearly~~ communicate project details to consultants, inspectors, other City staff, and the general public.

- Ability to mediate conflicts related to ~~projects~~ project needs and goals.

- Ability to respond to requests for information, complaints and suggestions from the public, staff, administration, elected officials and ~~specials~~ special interest groups in a professional manner.

- Ability to complete multiple projects and meet deadlines required.

- Ability to work both independently and as part of a team.

- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.

- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.

- Regular attendance is necessary and is essential to meeting the expectations of the job functions.

- Ability to understand and comply with City standards, safety rules and personnel policies.

- ~~Proof of COVID-19 vaccination required, reasonable accommodations will be considered.~~

- Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or ~~non-City~~ non-city vehicles for City business

- ~~Advance understanding of~~ Experience working with Programmable Logic Controllers

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~~programming are required. necessary.~~

- ~~• Advance level of~~Experience working with controls such as -Automated logic required.
- ~~• Advance understanding~~Experience working with ~~of~~ Variable Frequency Drives required.
- ~~• Electrical knowledge to include NFPA 70e requirements.~~
- Experience using the tools and information necessary to maintain equipment with ~~High degree of precision working with minimum tolerances required.~~
- Ability to climb in overhead structures, to work beneath machines and in close quarters performing analysis and repair work.
- Ability to use lifts or bucket truck non CDL truck
- ~~• Exposed to high voltage~~Experience in procedures required to safely work with three phase and single phase electricity Dc and AC required.
- ~~• Exposed to~~Experience working with low voltage Controls preferred.
- Strong troubleshooting and problem-solving skills
- ~~• Ability to read complex language, interpret and modify electrical and mechanical schematics~~
- ~~• Must be able to do advance~~Knowledge and ability to perform necessary -mathematical calculations as it relates to HVAC work.
- ~~• Supervision of team members 1 or more out in field and assisted to other managing day to day task with management as well as foreman from other dept.~~
- Provide on-call coverage as assigned, including after-hours, nights, weekends and holidays.

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Physical and Mental/Reasoning Requirements and Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential function to which it relates, and the proposed accommodation.

x seeing	_x_ ability to move distances	_x_ lifting (specify)
x color perception (red, green, amber)	within and between warehouses/offices	_50_ pounds
x hearing/listening	_x_ climbing	_50_ pounds
x clear speech	_x_ ability to mount/dismount forklift/truck	_x_ driving (local/over the road)
x touching	_x_ pushing/pulling	
x dexterity		
x hand		
x finger		
x reading - basic	_x_ math skills - basic	_x_ analysis/comprehension
x reading - complex	_x_ math skills - complex	_x_ judgment/decision making
x writing - basic	_x_ clerical	
x writing - complex		
x shift work	_x_ outside	_x_ pressurized equipment
x works alone	_x_ extreme heat	_x_ moving objects
x works with others	_x_ extreme cold	_x_ high places
x verbal contact w/others	_x_ noise	_x_ fumes/odors
x face-to-face contact	_x_ mechanical equipment	_x_ hazardous materials

Heating, Ventilation and Air Conditioning (HVAC) Technician

Page 6 of 6

☒ inside ☒ electrical equipment ☒ dirt/dust

Supervision:

Directly Supervises: 0 ~~1 or more~~ Indirectly supervises: ~~1~~ 416

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by employees to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Approvals:

Department Head: _____ Date: _____

Human Resources: _____ Date: _____

Created October 2016. Revised February 2017. Revised October 2020. Revised June 2022; January 2025

Board of Finance and City Council Submission Checklist

Department: Parks Submitter: Cindi Wight

Title/Subject: HVAC retitling and reclassification position

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	1/27/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	1/19/2025	Cindi Wight
Mayor's Office informed and approved memo	Yes	1/22/2025	Joe Magee
Board/Commission, if required	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	1/22/2025	Hayley McClenahan
CAO has reviewed budget, financing, and memo	Yes	1/22/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Yes	1/19/2025	Orieta Glozheni
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	N/A	Click or tap here to enter text.
Draft Resolution or Motion?	Yes	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	N/A	Click or tap here to enter text.

FOR INFORMATION ONLY

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Thursday, January 9, 2025 4:51 PM
To: tloescher@materchristischool.net; tloescher@materchristischool.net;
greg.dixon@krebsandlansing.com; mfarley@materchristischool.net;
tarynb@duncanwisniewski.com; cherylh@duncanwisniewski.com; Benjamin Traverse;
Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov;
burlingtontownclerk; Sarah Montgomery; Lori Olberg; anr.act250@vermont.gov;
kaitlin.hayes@vermont.gov
Subject: 4C1361 Schedule G -- Mater Christi School
Attachments: Schedule_G 4C1361.pdf

*For complete information,
additional text, please
contact the City Clerk's Office*

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hello,

Please see attached Schedule G notice for 4C1361.

Thank you,

Adriene Katz | NRB Technician

Act 250 District Office - Essex (Districts 4, 6 & 9 Environmental Commissions)

111 West Street

Essex Junction, VT 05452

(802) 879-5670

<https://act250.vermont.gov>

Emails and other written or recorded information produced or acquired in the course of public agency business are public records and may be subject to public examination under Vermont's Public Records Act.

Lori Olberg

FOR INFORMATION ONLY

From: VLCT Weekly Legislative Report <info@vlct.org>
Sent: Monday, January 13, 2025 2:40 PM
To: Lori Olberg
Subject: January 13, 2025

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additional text, please
contact the City Clerk's Office

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In this issue of the *Weekly Legislative Report*, we recap the major moments from opening week, including the election and appointment of legislative leaders and Governor Scott's inaugural address, and we summarize key proposals related to everyone's top priority – lowering property taxes.

We'll be discussing the upcoming session on Monday, January 27 at 1 PM. Register and join us via Zoom. As always, please stay in touch. We want to hear your ideas, feedback, and concerns.

Read the Weekly Legislative Report

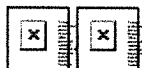


Advocacy Zoom Chats Resume!

Be sure to join us on **Monday, January 27 at 1 PM**, for our Advocacy Chat discussion series.

Chats occur every other Monday beginning January 27. We rely on hearing your ideas and concerns as the session progresses.

Register now!



Manage Your Preferences

Email mailings@vlct.org to subscribe or unsubscribe from the *Weekly Legislative Report*.

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Lori Olberg

From: VLCT News <info@vlct.org>
Sent: Tuesday, January 14, 2025 3:31 PM
To: Lori Olberg
Subject: State's TWO New Trainings, Top RMS Position Open, SerVermont Opportunity, and more

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As a public official,
I received this, please
contact the City Clerk's Office

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We Seek A New Director of RMS

VLCT is accepting applications for a long-term Director of Risk Management Services. Our first review of resumés will be on 2/5.

The Biennium's First Weekly Legislative Report!

The Vermont General Assembly opened for the 2025-2026 biennium last Wednesday, and you can read our (and your!) advocacy team's report on the start of this session.

This Municipal Ethics Training Video is Required for Many Roles

Top-level managers, legislative board members, members of quasi-judicial boards, and mayors must all complete ethics training such as the Ethics Commission's 45-minute training video by 9/30. Viewing it is recommended for the many additional offices that are subject to the new code of ethics.

SOS's New Open Meeting Law Training is Available

Chairs of local legislative bodies, town managers, and mayors must, every year, take a training that meets the OML requirements set forth in Act 133 of 2024. This video from the Vermont Secretary of State does that.

Prepare for the April ARPA Reporting

Make sure you have access to the reporting portal NOW to ensure you won't have problems when you need to report in April. The US Treasury will open this portal in April.

The Latest VLCT News

January Legal Lunch Hour

Note Change of Date:

Wed 1/15, 12 PM – 1 PM

Bring your lunch and your questions for a live, interactive Q&A with VLCT's Municipal Assistance Center attorneys. Town Meeting is a likely topic.

Designated Employer

Representative (DER) Training

Tue 1/21, 1 PM – 2 PM

Selectboard Meet-Up for Rutland County

West Rutland Town Office

Thu 1/16, 5:30 PM – 7 PM

All selectboard members, city councilors, and village trustees from Rutland County are invited to meet each other, network, and share their successes and challenges. Registration is required.

Advocacy Chat

Mon 1/27, 1 PM – 2 PM

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Wednesday, January 15, 2025 11:29 AM
To: Sophie Sauvé; sdeccl@globalp.com; Benjamin Traverse; Andrew Montroll;
permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah
Montgomery; Lori Olberg; anr.act250@vermont.gov;
Stephanie.Monaghan@vermont.gov
Subject: 4C0051-3A Schedule G - City of Burlington Parks, Rec and Waterfront
Attachments: Schedule_G 4C0051-3A.pdf

[WARNING]: This email was sent from someone outside of the City of Burlington.

Attached is 4C0051-3A Schedule G - City of Burlington Parks, Rec and Waterfront.

Christine Commo | District Technician
Land Use Review Board
District 4 Environmental Commission
111 West Street
Essex Junction, VT 05452
802-879-5660
<https://act250.vermont.gov>

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Lori Olberg

From: VLCT Events & Training <info@vlct.org>
Sent: Wednesday, January 15, 2025 12:50 PM
To: Lori Olberg
Subject: New 2025 Grant Basics Series!

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Grant Basics: Funders' Advice for Success

Why are some projects awarded multiple grants while others struggle to win one? Are the successful projects inherently "better"? Do you just need to hire a good grant writer?

We will ask representatives from granting organizations your burning questions about their granting and award processes. They'll provide nuggets of wisdom about best practices for project and application development, shed light on critical elements that increase application competitiveness, and share insights about managing grants.

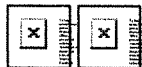
REGISTER

**February 4 @ 10 AM
FREE**

This series takes place every other month throughout 2025 and gives attendees important foundational information about grant projects. Register once and attend each part of the series!

More In This Series

- April 1: Before the Grant
- June 3: Project Development and Funding
- August 5: The Application
- October 21: Grant Management



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Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Wednesday, January 15, 2025 5:27 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

[WARNING]: This email was sent from someone outside of the City of Burlington.

FOR INFORMATION ONLY

You are receiving this message because you have been signed up to receive email notifications via the Vermont Agency of Natural Resources' Environmental Notice Bulletin (ENB). These notifications are intended to inform you of environmental activities relevant to your town or organization based on location or activity type.

Below are current activities for which you have been signed up to receive notifications. To view the details of these activities please [visit the ENB](#). When one or more activities that match your specific criteria is posted to ENB, you will receive a single email notification compiling the information. If you have been signed up to receive updates step-by-step throughout the review process for these activities the updates will appear in the second half of the email.

To modify the subscription, please contact the staff person listed on the individual activity page or the ENB Administrator at anr.enbadministrator@vermont.gov.

Regards,
ENB Support
Vermont Agency of Natural Resources

New Activities

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Status
Stormwater General Permit 3-9020 (CGP) for Low Risk Projects: Notice of Intent	North Avenue Co-op Infrastructure Improvement	8494-9020	North Avenue Co-op	Burlington	In Review

Lori Olberg

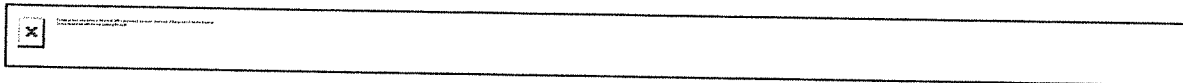
For people interested in
additional cost, please
contact the City Clerk's Office

From: VLCT Journal <info@vlct.org>
Sent: Thursday, January 16, 2025 7:03 AM
To: Lori Olberg
Subject: Zoning Case Law, PACIF for 2025, Plow Turnarounds, and more

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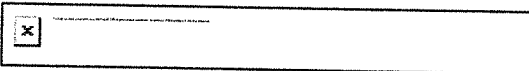
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[Click here to view as a web page.](#)



This month may be cold and dark, but it's also the time when we look forward to what we want to accomplish in the year. In this issue of the *VLCT Journal*, we point you to several funding opportunities, encourage you to engage with our advocacy team, and thank you for renewing your PACIF coverage.

Follow our Facebook page for more news, updates, and announcements: facebook.com/VTLeague.



Thank You For Renewing

Every PACIF member renewed their coverage for 2025. Your commitment to the coverages, programs, and services is remarkable. Thank you for your support.

[See the updates.](#)

ICYMI: FEATURED NEWS

Dog License Fees Increased 1/1
Clerks now collect \$11 for neutered/spayed dogs or \$15 for intact dogs.

Municipal Planning Grants Open 1/27
These grants help municipalities adapt to change and prepare for the future.

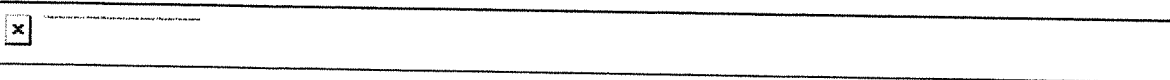
New Ethics & Conflicts of Interest Resources
This updated information reflects changes from Act 171 that took effect on 6/10/24.

Funding for Trails, Paths, and Sidewalks
Explore resources for these community features that take us where we need to go.

VLCT Wrapped 2024
Take a look at VLCT's wrapped – aka year in review – video.

Help Protect Federal Infrastructure Funding
Register your project to provide data for upcoming federal testimony.

[Visit the News Feed](#)



Town Meeting FAQs, Checklists, and Guidance

The Municipal Assistance Center has been answering many members' calls about Town Meeting. Make sure to ask your questions as early as possible. More importantly, don't forget to read through the Town

For more information /
additional help, please
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ENB Support
Vermont Agency of Natural Resources

New Activities

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Status
Stormwater General Permit 3-9020 (CGP) for Low Risk Projects: Notice of Intent	Mater Christi School - Early Education Center	9854-9020	Mater Christi School, Inc.	Burlington	In Review

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Stormwater General Permit 3-9020 (CGP) for Low Risk Projects: Notice of Intent	North Avenue Co-op Infrastructure Improvement	8494- 9020	North Avenue Co- op	Burlington	A draft decision for this activity has been reached and may be reviewed by visiting the ENB. Comments may be submitted through the ENB when the public comment period is open.	2025- 01-16	Draft Decision - Public Comment Period

Lori Olberg

From: VLCT Events & Training <info@vlct.org>
Sent: Friday, January 17, 2025 11:25 AM
To: Lori Olberg
Subject: Build a Better Project: Team Building

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FOR INFORMATION ONLY

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Build a Better Project: Team Building

Project development is not a solo sport. It takes teams – a team to explore and develop the idea, a team to build community support for a project's eventual long-term operations and maintenance, a team to find and manage funding. While every team begins with one person, if you are feeling alone, join us! Together we'll explore how to build internal and external teams, the importance of communications, and the building blocks for successful community engagement.

REGISTER

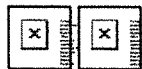
**February 11 @ 1 PM
FREE**

This chat is the first in a bi-monthly series to help members learn about different elements of developing strong projects.

Each meeting focuses on a different topic. After a 15-minute presentation on the day's topic, the format transitions to a participant Q&A, where attendees can ask questions of the presenter and each other. Bring your questions, share your challenges, and learn from other communities.

More In This Series

- Tuesday, April 8, 2025 – Assessing Project Feasibility
- Tuesday, June 10, 2025 – Framing Your Case through Storytelling
- Tuesday, August 12, 2025 – Developing Project Schedules
- Tuesday, October 14, 2025 – Building a Budget
- Tuesday, December 16, 2025 – Recovering from Setbacks



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Lori Olberg

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Additional List, please
contact the City Clerk's Office

From: VLCT Journal <info@vlct.org>
Sent: Monday, January 20, 2025 10:05 AM
To: Lori Olberg
Subject: Reminder: Zoning Case Law, PACIF for 2025, Plow Turnarounds, and more

FOR INFORMATION ONLY

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This month may be cold and dark, but it's also the time when we look forward to what we want to accomplish in the year. In this issue of the *VLCT Journal*, we point you to several funding opportunities, encourage you to engage with our advocacy team, and thank you for renewing your PACIF coverage.

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For questions, information,
or to make a booking, please
contact the City Clerk's Office

Lori Olberg

From: VLCT Events & Training <info@vlct.org>
Sent: Tuesday, January 21, 2025 7:35 AM
To: Lori Olberg
Subject: LAST CHANCE: Register for Town Meeting Tune-Up

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Register for Town Meeting Tune-Up taking place on **Wednesday, January 29 from 9 AM to 12 PM.**

[Register](#)

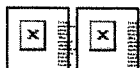
☐

Join us for our annual Town Meeting Tune-Up! Ed Chase, Westford Town Moderator from 1988 to 2023, will deconstruct the annual town meeting process step by step. Ed will explain the basic role and responsibilities of the moderator and review the most common types of motions and amendments used at town meetings, pursuant to the Robert's Rules of Order 12th Edition (2020). There will be ample time for questions!

Register

Wednesday, January 29
9 AM to 12 PM

Cost to Attend
FREE



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☐

Lori Olberg

From: VLCT Weekly Legislative Report <info@vlct.org>
Sent: Tuesday, January 21, 2025 2:40 PM
To: Lori Olberg
Subject: January 21, 2025

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In this *Weekly Legislative Report* we update you on much of the early momentum to increase housing production across the state. We also summarize our testimonies to the two Government Operations committees with VLCT's requests related to Open Meeting Law and local elections.

We'll be discussing more about what's been happening in the State House at our next *Advocacy Chat* on Monday, January 27 at 1 PM. **As always**, please stay in touch. **We want to hear your ideas, feedback, and concerns.**

Read the Weekly Legislative Report

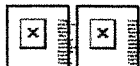


Advocacy Chat

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Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE
RENTAL NOTIFICATIONS AND NOTIFICATION
PERIODS

RESOLUTION_____

Sponsor(s): Councilor Bergman,
Litwin
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....
Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City has a significant population of renters, and ensuring fair, transparent, and equitable housing practices is essential to promoting stability and wellbeing within the community; and

WHEREAS, the City Charter prescribes limited authority for the City Council to regulate rental notifications and notification periods to increase rent or to terminate a tenancy; and

WHEREAS, specifically, Section 48(64)(A) requires landlords to provide 90-days’ notice to terminate a tenancy without cause if the tenancy has been less than two years and 120 days if the tenancy has been longer, Section 48(64)(B) requires tenants to provide two rental periods’ notice to terminate a tenancy unless inconsistent with a lease provision, and Section 48(65) requires 90 days’ notice of a rental increase; and

WHEREAS, these notice periods are in addition or in excess of those required by general state law, including 9 V.S.A. §§4456(d) and 4467(c), and facilitate the City in addressing the unique needs of its rental market; and

WHEREAS, the notice periods prescribed by the City Charter are inadequate to allow the City to respond to specific and changing rental housing market conditions; and

WHEREAS, granting the City greater flexibility to enact rental notice regulations will allow the City Council to enhance tenant stability, to foster more transparent landlord-tenant relations, and to mitigate negative impacts from sudden evictions or lease terminations, particularly for vulnerable populations; and

WHEREAS, at its October 24, 2024 meeting, the Community Development and Neighborhood Revitalization Committee (“CDNR”) of the City Council referred a motion to the City Council proposing a Charter Change amendment that would grant the City Council greater control to regulate rental notifications and notification periods; and

WHEREAS, on October 28, 2024, the City Council referred CDNR’s recommendation to the Charter Change Committee; and

WHEREAS, the Charter Change Committee held a meeting on October 30, 2024, to consider the proposed charter change and to receive public comment, and voted to recommend in favor of the change;

WHEREAS, on November 12, 2024, the City Council proposed a Charter change to the voters for the March 4, 2025 Town Meeting Day ballot, which would amend Section 48 as follows:

§48. Enumerated:

The City Council shall have the power:

(1) to (63) *As written.*

(64) (A) ~~Where there is no written rental agreement and notwithstanding 9 V.S.A. § 4467(c), to prohibit, by ordinance, a landlord from terminating a tenancy of rental housing within the City for no cause unless the landlord provides to the tenant written notice of at least 90 days when the tenancy has been less than two years and of at least 120 days when the tenancy has been two years or more. Notwithstanding 9 V.S.A. §4467 or any other law, to establish, by ordinance, requirements that residential landlords provide tenants notice prior to termination of residential tenancies, including requirements for the contents and timing of such notices. Such requirements may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

(B) ~~Unless inconsistent with a written rental agreement or otherwise provided by law, and notwithstanding the provision of 9 V.S.A. §4456(d), to require, by ordinance, tenants who wish to terminate a residential tenancy to give actual notice to the landlord at least two rental periods prior to the termination date specified in the notice. Notwithstanding 9 V.S.A. § 4456(d) or any other law, to establish, by ordinance, requirements that residential tenants provide landlords notice prior to termination of tenancies, including requirements for the contents and timing of such notices.~~

(65) ~~Notwithstanding any other law, to prohibit increases in rent or other changes in lease terms for rental housing within the City without advance written notice. The timing, contents and manner of giving such notice shall be established by ordinance of at least 90 days. Such ordinance may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

*Material underlined added.

** Material stricken deleted.

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE RENTAL
NOTIFICATIONS AND NOTIFICATION PERIODS

WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text of the Charter change includes deleted sections of the existing Charter language, the text is too long or unwieldy to be shown in the amendment form and determines that the printed ballot should use a short form;

NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter change shall read as follows on printed ballots:

Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further amended by amending Title III, Article 19, Section 48 (64)(A), and (64)(B), and amending and restating Title III, Article 19, Section 48 (65), the legal effect thereof being to empower the City Council to establish, by ordinance, the requirements for notice of termination of residential tenancies or changes in lease terms by either landlord or tenant, notwithstanding a written rental agreement to the contrary, and to empower the City Council to include in such ordinance special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants?

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter change shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter change shall be made available to members of the public online and otherwise upon request.

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE
RENTAL NOTIFICATIONS AND NOTIFICATION
PERIODS

RESOLUTION_____

Sponsor(s): Councilor Bergman
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City has a significant population of renters, and ensuring fair, transparent, and equitable
2 housing practices is essential to promoting stability and wellbeing within the community; and
3 WHEREAS, the City Charter prescribes limited authority for the City Council to regulate rental
4 notifications and notification periods to increase rent or to terminate a tenancy; and
5 WHEREAS, specifically, Section 48(64)(A) requires landlords to provide 90-days’ notice to terminate
6 a tenancy without cause if the tenancy has been less than two years and 120 days if the tenancy has been longer,
7 Section 48(64)(B) requires tenants to provide two rental periods’ notice to terminate a tenancy unless
8 inconsistent with a lease provision, and Section 48(65) requires 90 days’ notice of a rental increase; and
9 WHEREAS, these notice periods are in addition or in excess of those required by general state law,
10 including 9 V.S.A. §§4456(d) and 4467(c), and facilitate the City in addressing the unique needs of its rental
11 market; and
12 WHEREAS, the notice periods prescribed by the City Charter are inadequate to allow the City to respond
13 to specific and changing rental housing market conditions; and
14 WHEREAS, granting the City greater flexibility to enact rental notice regulations will allow the City
15 Council to enhance tenant stability, to foster more transparent landlord-tenant relations, and to mitigate negative
16 impacts from sudden evictions or lease terminations, particularly for vulnerable populations; and
17 WHEREAS, at its October 24, 2024 meeting, the Community Development and Neighborhood
18 Revitalization Committee (“CDNR”) of the City Council referred a motion to the City Council proposing a
19 Charter Change amendment that would grant the City Council greater control to regulate rental notifications and
20 notification periods; and
21 WHEREAS, on October 28, 2024, the City Council referred CDNR’s recommendation to the Charter
22 Change Committee; and
23 WHEREAS, the Charter Change Committee held a meeting on October 30, 2024, to consider the
24 proposed charter change and to receive public comment, and voted to recommend in favor of the change;

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE RENTAL
NOTIFICATIONS AND NOTIFICATION PERIODS

WHEREAS, on November 12, 2024, the City Council proposed a Charter change to the voters for the March 4, 2025 Town Meeting Day ballot, which would amend Section 48 as follows:

§48. Enumerated:

The City Council shall have the power:

(1) to (63) *As written.*

(64) (A) ~~Where there is no written rental agreement and notwithstanding 9 V.S.A. § 4467(c), to prohibit, by ordinance, a landlord from terminating a tenancy of rental housing within the City for no cause unless the landlord provides to the tenant written notice of at least 90 days when the tenancy has been less than two years and of at least 120 days when the tenancy has been two years or more. Notwithstanding 9 V.S.A. §4467 or any other law, to establish, by ordinance, requirements that residential landlords provide tenants notice prior to termination of residential tenancies, including requirements for the contents and timing of such notices. Such requirements may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

(B) ~~Unless inconsistent with a written rental agreement or otherwise provided by law, and notwithstanding the provision of 9 V.S.A. §4456(d), to require, by ordinance, tenants who wish to terminate a residential tenancy to give actual notice to the landlord at least two rental periods prior to the termination date specified in the notice. Notwithstanding 9 V.S.A. § 4456(d) or any other law, to establish, by ordinance, requirements that residential tenants provide landlords notice prior to termination of tenancies, including requirements for the contents and timing of such notices.~~

(65) ~~Notwithstanding any other law, to prohibit increases in rent or other changes in lease terms for rental housing within the City without advance written notice. The timing, contents and manner of giving such notice shall be established by ordinance of at least 90 days. Such ordinance may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

*Material underlined added.

** Material stricken deleted.

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE RENTAL
NOTIFICATIONS AND NOTIFICATION PERIODS

WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text of the Charter change includes deleted sections of the existing Charter language, the text is too long or unwieldy to be shown in the amendment form and determines that the printed ballot should use a short form;

NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter change shall read as follows on printed ballots:

Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further amended by amending Title III, Article 19, Section 48 (64)(A), and (64)(B), and amending and restating Title III, Article 19, Section 48 (65), the legal effect thereof being to empower the City Council to establish, by ordinance, the requirements for notice of termination of residential tenancies or changes in lease terms by either landlord or tenant, notwithstanding a written rental agreement to the contrary, and to empower the City Council to include in such ordinance special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants?

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter change shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter change shall be made available to members of the public online and otherwise upon request.

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE
RENTAL NOTIFICATIONS AND NOTIFICATION
PERIODS

RESOLUTION 8.2

Sponsor(s): Councilor Bergman,
Litwin

Introduced: 01/27/2025

Referred to: _____

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City has a significant population of renters, and ensuring fair, transparent, and equitable
2 housing practices is essential to promoting stability and wellbeing within the community; and

3 WHEREAS, the City Charter prescribes limited authority for the City Council to regulate rental
4 notifications and notification periods to increase rent or to terminate a tenancy; and

5 WHEREAS, specifically, Section 48(64)(A) requires landlords to provide 90-days' notice to terminate
6 a tenancy without cause if the tenancy has been less than two years and 120 days if the tenancy has been longer,
7 Section 48(64)(B) requires tenants to provide two rental periods' notice to terminate a tenancy unless
8 inconsistent with a lease provision, and Section 48(65) requires 90 days' notice of a rental increase; and

9 WHEREAS, these notice periods are in addition or in excess of those required by general state law,
10 including 9 V.S.A. §§4456(d) and 4467(c), and facilitate the City in addressing the unique needs of its rental
11 market; and

12 WHEREAS, the notice periods prescribed by the City Charter are inadequate to allow the City to respond
13 to specific and changing rental housing market conditions; and

14 WHEREAS, granting the City greater flexibility to enact rental notice regulations will allow the City
15 Council to enhance tenant stability, to foster more transparent landlord-tenant relations, and to mitigate negative
16 impacts from sudden evictions or lease terminations, particularly for vulnerable populations; and

17 WHEREAS, at its October 24, 2024 meeting, the Community Development and Neighborhood
18 Revitalization Committee ("CDNR") of the City Council referred a motion to the City Council proposing a
19 Charter Change amendment that would grant the City Council greater control to regulate rental notifications and
20 notification periods; and

21 WHEREAS, on October 28, 2024, the City Council referred CDNR's recommendation to the Charter
22 Change Committee; and

23 WHEREAS, the Charter Change Committee held a meeting on October 30, 2024, to consider the
24 proposed charter change and to receive public comment, and voted to recommend in favor of the change;

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

WHEREAS, on November 12, 2024, the City Council proposed a Charter change to the voters for the March 4, 2025 Town Meeting Day ballot, which would amend Section 48 as follows:

§48. Enumerated:

The City Council shall have the power:

(1) to (63) *As written.*

(64) (A) ~~Where there is no written rental agreement and notwithstanding 9 V.S.A. § 4467(e), to prohibit, by ordinance, a landlord from terminating a tenancy of rental housing within the City for no cause unless the landlord provides to the tenant written notice of at least 90 days when the tenancy has been less than two years and of at least 120 days when the tenancy has been two years or more. Notwithstanding 9 V.S.A. § 4467 or any other law, to establish, by ordinance, requirements that residential landlords provide tenants notice prior to termination of residential tenancies, including requirements for the contents and timing of such notices. Such requirements may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.~~

(B) ~~Unless inconsistent with a written rental agreement or otherwise provided by law, and notwithstanding the provision of 9 V.S.A. § 4456(d), to require, by ordinance, tenants who wish to terminate a residential tenancy to give actual notice to the landlord at least two rental periods prior to the termination date specified in the notice. Notwithstanding 9 V.S.A. § 4456(d) or any other law, to establish, by ordinance, requirements that residential tenants provide landlords notice prior to termination of tenancies, including requirements for the contents and timing of such notices.~~

(65) ~~Notwithstanding any other law, to~~ prohibit increases in rent ~~or other changes in lease terms~~ for rental housing within the City without advance written notice. The timing, contents and manner of giving such notice shall be established by ordinance of at least 90 days. Such ordinance may include special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants.

*Material underlined added.

** Material stricken deleted.

* * * * *

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ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE RE: AUTHORITY TO REGULATE RENTAL
NOTIFICATIONS AND NOTIFICATION PERIODS

WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text of the Charter change includes deleted sections of the existing Charter language, the text is too long or unwieldy to be shown in the amendment form and determines that the printed ballot should use a short form;

NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter change shall read as follows on printed ballots:

Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further amended by amending Title III, Article 19, Section 48 (64)(A), and (64)(B), and amending and restating Title III, Article 19, Section 48 (65), the legal effect thereof being to empower the City Council to establish, by ordinance, the requirements for notice of termination of residential tenancies or changes in lease terms by either landlord or tenant, notwithstanding a written rental agreement to the contrary, and to empower the City Council to include in such ordinance special notice requirements for vulnerable populations, including elderly tenants, tenants with disabilities, and low-income tenants?

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter change shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter change shall be made available to members of the public online and otherwise upon request.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
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department(s) on

ORIGINAL

RESOLUTION RELATING TO

SHORT FORM BALLOT LANGUAGE RE CHARTER
CHANGE RE: AUTHORITY TO REGULATE RENTAL
NOTIFICATIONS AND NOTIFICATION PERIODS

Adopted by the City Council

January 27 2025

Reggie Kukley Clerk

Approved..... Jan 29, 2025

William J. ... Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE TO ARTICLE II, SEC. 2 OF THE
CHARTER OF THE CITY OF BURLINGTON

RESOLUTION _____
Sponsor(s): Councilor Bergman
Introduced:
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City of Burlington’s Charter currently describes the boundaries of City Council districts and wards in explicit geographic terms, so that any redistricting to accommodate changes in population require a Charter change approved not only by the voters, but also by the Vermont General Assembly; and

WHEREAS, the foregoing circumstance has the practical effect of slowing the process of redistricting; and

WHEREAS, to eliminate this concern while also maintaining a fair and reasonable process for redistricting, consistent with the charters of other Vermont communities, on November 18, 2024, the City Council proposed a Charter change to the voters for the March 4, 2025 Town Meeting Day ballot, which would replace Section 2 of the Charter in its entirety with the following language:

“The election area boundaries established in 2023 pursuant to Act M-7 shall remain in effect until changed by the City Council which is hereby authorized to make changes from time to time to the boundaries of the election areas in order to provide an equal division of population among them in accordance with data produced by the U.S. Census Bureau. Election areas changes shall not be made more frequently than once in five years. Such changes shall be approved by the voters at an annual or special meeting of the City and shall become effective immediately upon approval unless a later date is established therein.”; and

WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text of the Charter change entails deletion of an existing lengthy section of the Charter, inclusive of legal descriptions of each existing district and ward, the text is too long or unwieldy to be shown in the amendment form and determines that the printed ballot should use a short form;

NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter change shall read as follows on printed ballots:

Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further amended by amending and restating Title I, Article II, Section 2, to read in its entirety as follows, the legal effect thereof being to eliminate the need for the Vermont General Assembly to approve any City Council redistricting adopted by Burlington voters from time to time?:

Resolution Relating to SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE TO ARTICLE II, SEC. 2 OF THE
CHARTER OF THE CITY OF BURLINGTON

The election area boundaries established in 2023 pursuant to Act M-7 shall remain in effect until changed by the City Council which is hereby authorized to make changes from time to time to the boundaries of the election areas in order to provide an equal division of population among them in accordance with data produced by the U.S. Census Bureau. Election areas changes shall not be made more frequently than once in five years. Such changes shall be approved by the voters at an annual or special meeting of the City and shall become effective immediately upon approval unless a later date is established therein.

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter change shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter change shall be made available to members of the public online and otherwise upon request.

ER/Resolutions 2025/Short form of ballot question for redistricting charter change
January 9, 2025

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE TO ARTICLE II, SEC. 2 OF THE
CHARTER OF THE CITY OF BURLINGTON

RESOLUTION 8.3

Sponsor(s): Councilor Bergman

Introduced: 01/27/2025

Referred to: _____

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City of Burlington's Charter currently describes the boundaries of City Council districts
2 and wards in explicit geographic terms, so that any redistricting to accommodate changes in population require
3 a Charter change approved not only by the voters, but also by the Vermont General Assembly; and

4 WHEREAS, the foregoing circumstance has the practical effect of slowing the process of redistricting;
5 and

6 WHEREAS, to eliminate this concern while also maintaining a fair and reasonable process for
7 redistricting, consistent with the charters of other Vermont communities, on November 18, 2024, the City
8 Council proposed a Charter change to the voters for the March 4, 2025 Town Meeting Day ballot, which would
9 replace Section 2 of the Charter in its entirety with the following language:

10 "The election area boundaries established in 2023 pursuant to Act M-7 shall remain
11 in effect until changed by the City Council which is hereby authorized to make
12 changes from time to time to the boundaries of the election areas in order to provide
13 an equal division of population among them in accordance with data produced by
14 the U.S. Census Bureau. Election areas changes shall not be made more frequently
15 than once in five years. Such changes shall be approved by the voters at an annual
16 or special meeting of the City and shall become effective immediately upon
17 approval unless a later date is established therein."; and
18

19 WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text
20 of the Charter change entails deletion of an existing lengthy section of the Charter, inclusive of legal descriptions
21 of each existing district and ward, the text is too long or unwieldy to be shown in the amendment form and
22 determines that the printed ballot should use a short form;

23 NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter change shall read
24 as follows on printed ballots:

25 *Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further*
26 *amended by amending and restating Title I, Article II, Section 2, to read in its entirety as follows,*
27 *the legal effect thereof being to eliminate the need for the Vermont General Assembly to approve*
28 *any City Council redistricting adopted by Burlington voters from time to time?;*
29

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

Resolution Relating to SHORT FORM BALLOT LANGUAGE RE
 CHARTER CHANGE TO ARTICLE II, SEC. 2 OF THE
 CHARTER OF THE CITY OF BURLINGTON

The election area boundaries established in 2023 pursuant to Act M-7 shall remain in effect until changed by the City Council which is hereby authorized to make changes from time to time to the boundaries of the election areas in order to provide an equal division of population among them in accordance with data produced by the U.S. Census Bureau. Election areas changes shall not be made more frequently than once in five years. Such changes shall be approved by the voters at an annual or special meeting of the City and shall become effective immediately upon approval unless a later date is established therein.

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter change shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter change shall be made available to members of the public online and otherwise upon request.

ER/Resolutions 2025/Short form of ballot question for redistricting charter change
January 9, 2025

* * * * *

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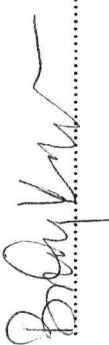
ORIGINAL

RESOLUTION RELATING TO

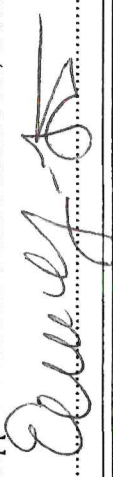
SHORT FORM BALLOT LANGUAGE RE
CHARTER CHANGE TO ARTICLE II, SEC. 2
OF THE CHARTER OF THE CITY OF BURLINGTON

Adopted by the City Council

January 27
....., 20.25.....

 Clerk

Approved..... Jan 29....., 20.25.....

 Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER AMENDMENT RE: BAN ON FIREARMS IN
ANY ESTABLISHMENT WITH A LIQUOR LICENSE

RESOLUTION_____

Sponsor(s): Councilor Bergman
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, at the March 4, 2014 Annual City Meeting, the voters of the City of Burlington voted by a margin of 68% to 32% in favor of a Charter amendment to ban possession of firearms in any establishment with a first-class liquor license; and

WHEREAS, the General Assembly did not take action to approve the proposed Charter amendment relating to guns in bars; and

WHEREAS, gun violence continues to end, maim, and negatively impact human lives in our City, including a homicide on August 23, 2024, involving a gun carried into a downtown bar by the alleged assailant; and

WHEREAS, without a change to state law or a Charter amendment, 24 V.S.A. §2295 prevents the City from adopting a ban on firearms at establishments with first-class liquor licenses; and

WHEREAS, at its September 9, 2024 meeting, by resolution, the City Council renewed its call that the General Assembly adopt the voter-approved Charter amendment and also adopt statewide legislation prohibiting firearms in establishments with liquor licenses or authorizing any Vermont municipality to enact such a prohibition by ordinance; and

WHEREAS, on November 18, 2024, the City Council approved the proposed Charter amendment that was previously placed before voters in 2014; and

WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text of the Charter amendment is too long or unwieldy to be shown in the amendment form and determines that the printed ballot should use a short form;

NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter amendment shall read as follows on printed ballots:

Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further amended to add Article 99. General Weapons Requirements Sec. 510 entitled “Ban on Firearms in any Establishment with a First-Class Liquor License” the legal effect thereof being to move the Vermont General Assembly to adopt the voter-approved Charter amendment that will add provisions that do the following?

SHORT FORM BALLOT LANGUAGE RE
CHARTER AMENDMENT RE: BAN ON FIREARMS IN
ANY ESTABLISHMENT WITH A LIQUOR LICENSE

The *Ban on Firearms in Any Establishment with a First-Class Liquor License* will supersede 24 V.S.A. §§2291(8) & 2295 and will authorize the City to regulate the possession and carrying of firearms by prohibiting any person from carrying or possessing a firearm, as defined by 13 V.S.A. §4016(a)(3), in any building or on any real property or parking area under the ownership or control of an establishment licensed to serve alcohol on its premises. Under specified circumstances, exceptions to the prohibition will be included for law enforcement officers, members of the U.S. armed forces or members of the VT National Guard, government officers, agents, or employees authorized to carry weapons, and an owner or operator of such an establishment who is lawfully allowed to possess firearms. Violation of this section will be considered a Criminal Offense punishable by imprisonment and a fine and may also be considered a Civil Ordinance Violation punishable by a fine and civil forfeiture of the weapon.

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter amendment shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter amendment shall be made available to members of the public online and otherwise upon request.

JB/Resolutions 2025/Short form of ballot question for banning firearms in any establishment with a liquor license
January 27, 2025

Resolution Relating to

SHORT FORM BALLOT LANGUAGE RE
CHARTER AMENDMENT RE: BAN ON FIREARMS IN
ANY ESTABLISHMENT WITH A LIQUOR LICENSE

RESOLUTION 8.4

Sponsor(s): Councilor Bergman

Introduced: 01/27/2025

Referred to: _____

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, at the March 4, 2014 Annual City Meeting, the voters of the City of Burlington voted by a
2 margin of 68% to 32% in favor of a Charter amendment to ban possession of firearms in any establishment with
3 a first-class liquor license; and

4 WHEREAS, the General Assembly did not take action to approve the proposed Charter amendment
5 relating to guns in bars; and

6 WHEREAS, gun violence continues to end, maim, and negatively impact human lives in our City,
7 including a homicide on August 23, 2024, involving a gun carried into a downtown bar by the alleged assailant;
8 and

9 WHEREAS, without a change to state law or a Charter amendment, 24 V.S.A. §2295 prevents the City
10 from adopting a ban on firearms at establishments with first-class liquor licenses; and

11 WHEREAS, at its September 9, 2024 meeting, by resolution, the City Council renewed its call that the
12 General Assembly adopt the voter-approved Charter amendment and also adopt statewide legislation prohibiting
13 firearms in establishments with liquor licenses or authorizing any Vermont municipality to enact such a
14 prohibition by ordinance; and

15 WHEREAS, on November 18, 2024, the City Council approved the proposed Charter amendment that
16 was previously placed before voters in 2014; and

17 WHEREAS, pursuant to 17 V.S.A. § 2645(a)(7), the City Council determines that because the full text
18 of the Charter amendment is too long or unwieldy to be shown in the amendment form and determines that the
19 printed ballot should use a short form;

20 NOW, THEREFORE, BE IT RESOLVED that the short form of the proposed Charter amendment shall
21 read as follows on printed ballots:

22 *Shall the Charter of the City of Burlington, Acts of 1949, No. 298, as amended, be further*
23 *amended to add Article 99. General Weapons Requirements Sec. 510 entitled "Ban on Firearms*
24 *in any Establishment with a First-Class Liquor License" the legal effect thereof being to move*
25 *the Vermont General Assembly to adopt the voter-approved Charter amendment that will add*
26 *provisions that do the following?*
27

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

SHORT FORM BALLOT LANGUAGE RE
CHARTER AMENDMENT RE: BAN ON FIREARMS IN
ANY ESTABLISHMENT WITH A LIQUOR LICENSE

The *Ban on Firearms in Any Establishment with a First-Class Liquor License* will supersede 24 V.S.A. §§2291(8) & 2295 and will authorize the City to regulate the possession and carrying of firearms by prohibiting any person from carrying or possessing a firearm, as defined by 13 V.S.A. §4016(a)(3), in any building or on any real property or parking area under the ownership or control of an establishment licensed to serve alcohol on its premises. Under specified circumstances, exceptions to the prohibition will be included for law enforcement officers, members of the U.S. armed forces or members of the VT National Guard, government officers, agents, or employees authorized to carry weapons, and an owner or operator of such an establishment who is lawfully allowed to possess firearms. Violation of this section will be considered a Criminal Offense punishable by imprisonment and a fine and may also be considered a Civil Ordinance Violation punishable by a fine and civil forfeiture of the weapon.

AND BE IT FURTHER RESOLVED that in accordance with the requirements of 17 V.S.A. 2645(a)(6)(B)(ii), the public is advised that a complete copy of the proposed charter amendment shall be available for inspection in the Office of the City Clerk, and that a copy of the proposed charter amendment shall be made available to members of the public online and otherwise upon request.

JB/Resolutions 2025/Short form of ballot question for banning firearms in any establishment with a liquor license
January 27, 2025

* * * * *

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department(s) on

ORIGINAL

RESOLUTION RELATING TO

SHORT FORM BALLOT LANGUAGE RE
CHARTER AMENDMENT RE: BAN ON FIREARMS
IN ANY ESTABLISHMENT WITH A LIQUOR LICENSE

Adopted by the City Council

January 27....., 20 25

Barbara Kelly..... Clerk

Approved..... Jan 29, 20 25

Glenn J. Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

CITY COUNCIL COMMITMENT TO
REBUILDING AND RECONCILING
WITH THE BURLINGTON POLICE
DEPARTMENT

RESOLUTION _____

Sponsor(s): Councilors Shannon,
McKnight, Litwin, Barlow, Traverse,
Carpenter
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, in June 2020, in a resolution titled “Racial Justice Through Economic and Criminal
2 Justice,” the Burlington City Council, voted by a 9-3 margin to “decrease through attrition”; the Burlington
3 Police Department’s “maximum total number of uniformed police officers by 30% from 105 to 74
4 uniformed officers” based on a proposal presented to the Council on Friday, June 26, 2020 and adopted at
5 a Council meeting on Monday, June 29, 2020; and

6 WHEREAS, prior to the vote on June 29, 2020, there had been no analysis of how many
7 police officers were needed to serve our community based on our policing functions, community
8 values, or the number and nature of calls for service; and

9 WHEREAS, the June 29, 2020 resolution also called for, among other steps, a full operational
10 and functional assessment of the Burlington Police Department; and

11 WHEREAS, after the vote, a consultant, “CNA” was contracted to provide a Functional and
12 Operational Assessment of the Burlington Police Department, which was delivered to the City in
13 October 2021; and

14 WHEREAS, the CNA report noted that a change from the union negotiated 10 hour shift to a more
15 efficient 12 hour shift would improve scheduling efficiency, allowing the City to be adequately policed by
16 85-88 officers, based on 2019 calls for service; and

17 WHEREAS, the CNA workload and staffing analysis of 2019 data that recommended 85-88 officers
18 included calls for service exclusively for patrol officers, but did not include calls for service handled by
19 BPD personnel assigned to the Airport, School Resource Officer, Chittenden Unit for Special Investigations
20 (3 officers based in BPD to investigate sexual assault and child abuse), Detective Services Bureau, or
21 recruitment, despite the fact that all of these personnel have contributed to responding to calls for service;
22 and

23 WHEREAS, in calculating the amount of time officers were spending on calls, CNA failed to
24 account for the Valcour system’s (BPD data system) inability to track anything other than an officer’s time

on scene, and therefore drastically underestimated administrative time as well as training time; and

WHEREAS, based on the CNA report, and making no allowance for the exclusion of calls handled by personnel assigned to School Resource Officer, Chittenden Unit for Special Investigations, Detective Services Bureau, or recruitment, the City Council raised the maximum total number of officers to 87; and

WHEREAS, while the CNA report made an allowance of 5 officers between the number of “authorized” (budgeted) number and the “actual” number of sworn officers, they made no allowance for the difference between “actual” sworn officers and “effective” sworn officers which has been as many as 11 officers who are on medical leave, maternity/paternity leave, military leave, vacation, etc., in their calculation of the number of officers needed to staff the department; and

WHEREAS, as of the December 15, 2024 Chief’s report, BPD had 64 sworn officers (down from 68 in August), 58 “effective” officers, inclusive of only 26 officers available for patrol; and

WHEREAS, petty crime and theft, drug use, drug overdoses, violent crime, and shootings are all up since the 2019 calls for service that CNA analyzed to determine appropriate staffing levels; and

WHEREAS, on October 10, 2023, the City of Burlington resolved that “the increase in crime associated with substance use that endangers the safety of our community is our City’s most urgent public safety issue and must continue to be addressed by our law enforcement personnel and prosecutors; and

WHEREAS, BPD not only faces a crisis in overall “headcount” but there are also staffing issues among leadership with the Chief departing in April, both Deputy Chief positions will be vacated by spring, currently only 5 sergeant positions out of 11 are filled, and 5 Lieutenants out of 6 are filled; and

WHEREAS, to address the severe shortage of patrol officers and rapid exodus of experienced officers in the last 4 years, and leadership vacancies, positions will need to be filled by lateral hires (experienced officers from outside of BPD); and

WHEREAS, retention rates for lateral officers are better than for new recruits; and

WHEREAS, in 2024 seven sworn officers were hired by the department and 12 departed; and

WHEREAS, in recent years, the City Council has taken multiple actions to support BPD’s recruitment and retention, including, but not limited to, increasing police officer benefits by ratifying a new collective bargaining agreement in 2022, extending additional overtime opportunities to officers in our downtown, standing up additional support resources (e.g., CSOs and CSLs, Urban Park Rangers, the CRT, etc.), and dedicating funds to recruitment efforts; and

WHEREAS, notwithstanding these steps, BPD continues to struggle with recruitment; and

WHEREAS, the City Council specifically asked the chief to advise us as to what the hiring cap for the Burlington Police Department should be and he responded in his report that “The BPD should once again be authorized for 105 sworn officers” and also notes that an earlier study by Rutherford-Ruotolo Consulting Consortium recommended that “factoring in supervisors, detectives, and the airport would yield an overall headcount of approximately 120.”; and

WHEREAS, while the specific number of police officers will change over time and be determined by departmental needs, the budgetary process, and feasible hiring goals, the City Council generally supports the recommendation of the chief ~~and that we~~ return to robust staffing of the police department; ~~and recognizes that police department headcount needs may change over time;~~ and

WHEREAS, prior to June 2020 the number of sworn officers were never “capped,” no other group of City employees is “capped” by any means other than the budget process, and every municipal department head, with the exception of the Chief of Police, has the flexibility through our budget process to request the number of employees they need to maintain operations; and; and

WHEREAS, community policing has long been the policing model of choice for the City and for Burlingtonians; and

WHEREAS, community policing is not possible at current staffing levels and requires dramatic increases in staffing; and

WHEREAS, the 2025 budget for the police department allows for 77 sworn officers, an unachievable number, and related savings in the police budget could be redirected toward recruitment and retention bonuses this year; and

WHEREAS, the dearth and cost of housing and childcare is an impediment to hiring for most employers in Vermont including BPD; and

WHEREAS, the current BPD building has reached the end of its functional life and has been “described by the recruitment team and officers as a tremendous obstacle to recruitment”; and

WHEREAS, the current collective bargaining agreement with police officers places a limit on the amount of experience credit that can be awarded to a lateral hire; and

WHEREAS, because BPD officers do not participate in the State of Vermont’s municipal employee pension system, they do not enjoy the same opportunities as officers in other local police departments to purchase service credit; and

WHEREAS, Chief Murad sent notice of his resignation to the Mayor on November 4, 2024; and

WHEREAS, the last time Burlington launched a search for a police chief in August of 2021, the City hired Police Executive Research Forum to review the salary, and the firm identified that the appropriate salary range in September 2021 for the Police Chief was \$130,000 to \$160,000, but the City did not raise the salary for the Chief at that time; and

WHEREAS, Burlington is again hiring a Police Chief and will face the same problem of a non-competitive salary range if action is not taken; and

WHEREAS, in recent exit interviews with departing police officers, a common thread relayed by former employees is a sense that BPD is not properly supported by our community and local government; and

WHEREAS, on January 14, 2025 an off duty police officer in plain clothes was attacked by a man wielding a cleaver and a knife while entering the building to go to work; and

WHEREAS, this was not the first time that a Police Officer has been attacked while entering or exiting the Police Station; and

WHEREAS, the Burlington Police Officers Association has requested security fencing to protect both sworn officers and civilian employees of the Burlington Police Department who are entering and exiting the building; and

WHEREAS, the Mulvaney-Stanak administration has begun conversations about such fencing; and

WHEREAS, the Burlington Police Officers Association and/or the Police Chief have identified several immediately actionable items within City Council Control that could have a positive impact on recruitment;

NOW, THEREFORE BE IT RESOLVED that the Burlington City Council hereby removes the “cap” previously imposed at 87 sworn officers and recognizes that current staffing needs, the budget, and our ability to recruit will dictate the number of officers we believe we can hire in any given year as we commit to rebuilding; and

BE IT FURTHER RESOLVED that the City Council respectfully requests that the CAO review any barriers to hiring lateral officers from other police departments, including salary and benefits, and present on these findings to the Board of Finance no later than March 24, 2025; and

BE IT FURTHER RESOLVED that the City Council respectfully requests that the Chief Administrative Officer review the Police budget to determine if there are savings in the 2025 Police budget that could be used for recruiting, hiring, retention and relocation bonuses for current and future BPD sworn officers and report his findings with a plan for spending those funds to the Board of Finance no later than

March ~~24~~, 2025; and

BE IT FURTHER RESOLVED that the Burlington City Council requests the Acting Director of Human Resources explore special programs or incentives to attract and hire Burlington youth, young adults, and New Americans to the department and share with the council the success and challenges of these programs; and

BE IT FURTHER RESOLVED that the Burlington City Council respectfully requests an update from the Mayor on the progress made in addressing expressed concerns about the health of the police station, including immediately providing security fencing, the feasibility of remodeling the existing facility or finding a new facility, and actions taken in the hiring process for the Burlington Police Chief position including plans to assure a competitive salary is offered, at our next City Council meeting on February 10, 2025; and

BE IT FURTHER RESOLVED that there are many longer-term actions, some of which require negotiations with BPOA, which could be implemented to further the Council, Administration, and BPOAs joint goals of rebuilding the police department that we hereby commit to explore expeditiously in the coming months and through the union contract negotiation process; ~~and-~~

BE IT FURTHER RESOLVED that to the extent the reports requested by this resolution contain information that is confidential due to collective bargaining or any other lawful reason, that information may be delivered in executive session to the extent permitted by applicable law; and

BE IT FURTHER RESOLVED that with respect to the City Council's June 29, 2020 resolution on "Racial Justice Through Economic and Criminal Justice," this resolution is focused solely on removing the police officer hiring cap enacted by that measure, and the City Council otherwise reaffirms that racism is a public health crisis and remains committed to advancing racial equity in Burlington.

Resolution Relating to

CITY COUNCIL COMMITMENT TO
REBUILDING AND RECONCILING WITH THE
BURLINGTON POLICE DEPARTMENT

RESOLUTION_____

Sponsor(s): Councilors Shannon,
McKnight, Litwin, Barlow, Traverse,
Carpenter
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

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Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, in June 2020, the Burlington City Council, voted to “decrease through attrition”, the
2 Burlington Police Department’s “maximum total number of uniformed police officers by 30% from 105 to 74
3 uniformed officers” based on a proposal presented to the Council on Friday, June 26, 2020 and adopted at a
4 Council meeting on Monday, June 29, 2020; and

5 WHEREAS, prior to the vote on June 29, 2020, there had been no analysis of how many police
6 officers were needed to serve our community based on our policing functions, community values, or the
7 number and nature of calls for service; and

8 WHEREAS, after the vote, a consultant, “CNA” was contracted to provide a Functional and
9 Operational Assessment of the Burlington Police Department, which was delivered to the City in October
10 2021; and

11 WHEREAS, the CNA report noted that a change from the union negotiated 10 hour shift to a more
12 efficient 12 hour shift would improve scheduling efficiency, allowing the City to be adequately policed by 85-
13 88 officers, based on 2019 calls for service; and

14 WHEREAS, the CNA workload and staffing analysis of 2019 data that recommended 85-88 officers
15 included calls for service exclusively for patrol officers, but did not include calls for service handled by BPD
16 personnel assigned to the Airport, School Resource Officer, Chittenden Unit for Special Investigations (3
17 officers based in BPD to investigate sexual assault and child abuse), Detective Services Bureau, or
18 recruitment, despite the fact that all of these personnel have contributed to responding to calls for service; and

19 WHEREAS, in calculating the amount of time officers were spending on calls, CNA failed to account
20 for the Valcour system’s (BPD data system) inability to track anything other than an officer’s time on scene,
21 and therefore drastically underestimated administrative time as well as training time; and

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26 “authorized” (budgeted) number and the “actual” number of sworn officers, they made no allowance for the
27 difference between “actual” sworn officers and “effective” sworn officers which has been as many as 11
28 officers who are on medical leave, maternity/paternity leave, military leave, vacation, etc., in their calculation
29 of the number of officers needed to staff the department; and
30 WHEREAS, as of the December 15, 2024 Chief’s report, BPD had 64 sworn officers (down from 68 in
31 August), 58 “effective” officers, inclusive of only 26 officers available for patrol; and
32 WHEREAS, petty crime and theft, drug use, drug overdoses, violent crime, and shootings are all up
33 since the 2019 calls for service that CNA analyzed to determine appropriate staffing levels; and
34 WHEREAS, on October 10, 2023, the City of Burlington resolved that “the increase in crime
35 associated with substance use that endangers the safety of our community is our City’s most urgent public
36 safety issue and must continue to be addressed by our law enforcement personnel and prosecutors; and
37 WHEREAS, BPD not only faces a crisis in overall “headcount” but there are also staffing issues
38 among leadership with the Chief departing in April, both Deputy Chief positions will be vacated by spring,
39 currently only 5 sergeant positions out of 11 are filled, and 5 Lieutenants out of 6 are filled; and
40 WHEREAS, to address the severe shortage of patrol officers and rapid exodus of experienced officers
41 in the last 4 years, and leadership vacancies, positions will need to be filled by lateral hires (experienced
42 officers from outside of BPD); and
43 WHEREAS, retention rates for lateral officers are better than for new recruits; and WHEREAS, in
44 2024 seven sworn officers were hired by the department and 12 departed; and
45 WHEREAS, in recent years, the City Council has taken multiple actions to support BPD’s recruitment
46 and retention, including, but not limited to, increasing police officer benefits by ratifying a new collective
47 bargaining agreement in 2022, extending additional overtime opportunities to officers in our downtown,
48 standing up additional support resources (e.g., CSOs and CSLs, Urban Park Rangers, the CRT, etc.), and
49 dedicating funds to recruitment efforts; and
50 WHEREAS, notwithstanding these steps, BPD continues to struggle with recruitment; and
51 WHEREAS, the City Council specifically asked the chief to advise us as to what the hiring cap for the
52 Burlington Police Department should be and he responded in his report that “The BPD should once again be
53 authorized for 105 sworn officers” and also notes that an earlier study by Rutherford-Ruotolo Consulting
54 Consortium recommended that “factoring in supervisors, detectives, and the airport would yield an overall
55 headcount of approximately 120.”; and

56 WHEREAS, the City Council supports the recommendation of the chief and the return to robust
57 staffing of the police department, and recognizes that police department headcount needs may change over
58 time; and

59 WHEREAS, prior to June 2020 the number of sworn officers were never “capped,” no other group of
60 City employees is “capped” by any means other than the budget process, and every municipal department
61 head, with the exception of the Chief of Police, has the flexibility through our budget process to request the
62 number of employees they need to maintain operations; and;

63 WHEREAS, community policing has long been the policing model of choice for the City and for
64 Burlingtonians; and

65 WHEREAS, community policing is not possible at current staffing levels and requires dramatic
66 increases in staffing; and

67 WHEREAS, the 2025 budget for the police department allows for 77 sworn officers, an unachievable
68 number, and related savings in the police budget could be redirected toward recruitment and retention bonuses
69 this year; and

70 WHEREAS, the dearth and cost of housing and childcare is an impediment to hiring for most
71 employers in Vermont including BPD; and

72 WHEREAS, the current BPD building has reached the end of its functional life and has been
73 “described by the recruitment team and officers as a tremendous obstacle to recruitment”; and

74 WHEREAS, the current collective bargaining agreement with police officers places a limit on the
75 amount of experience credit that can be awarded to a lateral hire; and

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77 pension system, they do not enjoy the same opportunities as officers in other local police departments to
78 purchase service credit; and

79 WHEREAS, Chief Murad sent notice of his resignation to the Mayor on November 4, 2024; and

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81 hired Police Executive Research Forum to review the salary, and the firm identified that the appropriate salary
82 range in September 2021 for the Police Chief was \$130,000 to \$160,000, but the City did not raise the salary
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89 wielding a cleaver and a knife while entering the building to go to work; and

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91 the Police Station; and

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102 BE IT FURTHER RESOLVED that the City Council respectfully requests that the CAO review any
103 barriers to hiring lateral officers from other police departments, including salary and benefits, and present on
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114 BE IT FURTHER RESOLVED that the Burlington City Council respectfully requests an update from
115 the Mayor on the progress made in addressing expressed concerns about the health of the police station,
116 including immediately providing security fencing, the feasibility of remodeling the existing facility or finding

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JS/Resolutions 2025/*City Council Commitment to Rebuilding and Reconciling With the Burlington Police Department*
1/23/25

Resolution Relating to

CITY COUNCIL COMMITMENT TO REBUILDING
AND RECONCILING WITH THE BURLINGTON
POLICE DEPARTMENT

updated version

RESOLUTION 8.5

Sponsor(s): Councilors Shannon,
McKnight, Litwin, Barlow, Traverse,
Carpenter

Introduced: 01/27/2025

Referred to:

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

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I hereby certify that this resolution
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RESOLUTION RELATING TO

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Adopted by the City Council

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..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

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Approved....., 20.....

Attest:

..... Mayor

Vol. Page

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Vol. Page

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Vol. Page

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BE IT FURTHER RESOLVED that the Burlington City Council requests the Acting Director of Human Resources explore special programs or incentives to attract and hire Burlington youth, young adults, and New Americans to the department and share with the council the success and challenges of these programs; and

BE IT FURTHER RESOLVED that the Burlington City Council respectfully requests an update from the Mayor on the progress made in addressing expressed concerns about the health of the police station, including immediately providing security fencing, the feasibility of remodeling the existing facility or finding a new facility, and actions taken in the hiring process for the Burlington Police Chief position including plans to assure a competitive salary is offered, at our next City Council meeting on February 18, 2025; and

BE IT FURTHER RESOLVED that there are many longer-term actions, some of which require negotiations with BPOA, which could be implemented to further the Council, Administration, and BPOAs joint goals of rebuilding the police department that we hereby commit to explore expeditiously in the coming months and through the union contract negotiation process; and

BE IT FURTHER RESOLVED that to the extent the reports requested by this resolution contain information that is confidential due to collective bargaining or any other lawful reason, that information may be delivered in executive session to the extent permitted by applicable law; and

BE IT FURTHER RESOLVED that with respect to the City Council's June 29, 2020 resolution on "Racial Justice Through Economic and Criminal Justice," this resolution is focused solely on removing the police officer hiring cap enacted by that measure, and the City Council otherwise reaffirms that racism is a public health crisis and remains committed to advancing racial equity in Burlington.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

CITY COUNCIL COMMITMENT TO REBUILDING
AND RECONCILING WITH THE BURLINGTON
POLICE DEPARTMENT

Adopted by the City Council

January 27 20 25

Brady Kelly Clerk

Approved *Jan 29* 20 25

John D. Mayor

Attest:

Vol. Page

* * * * *

Office of Mayor Emma Mulvaney-Stanak
149 CHURCH STREET • BURLINGTON, VT 05401 • (802) 865-7272

Mayor's Statement Upon Signing City Council Resolution 8.5, Titled: City Council Commitment to Rebuilding and Reconciling with the Burlington Police Department

Posted: January 29, 2025

Today I signed the Resolution titled "City Council Commitment to Rebuilding and Reconciling with the Burlington Police Department" which, among other actions, removes the previous cap of 87 police officers that can be hired within our City. I remain firmly committed to all of our ongoing rebuilding efforts and to supporting our remarkably hardworking, dedicated, and caring BPD staff. However, I sign this resolution with reservation because removing the cap of 87 police hires is a premature policy decision given the fact that we currently have only 65 sworn officers on staff.

I want to be clear: The BPD budget comprises approximately 20% of the City's entire General Fund budget, and policies around hiring need to take into account both fiscal realities and the very real challenge of hiring police officers. The worst thing we can do right now is overpromise current or future officers about our ability to hire faster and beyond City budgetary means. Instead, we will apply data and marshal expertise to help us recruit, retain and rebuild; we will continue to uplift Department staff; we will continue to employ fair and impartial policing practices and measures of accountability; and we will identify innovative solutions to difficult safety challenges. As we do this, the number of officers we can hire will be determined annually alongside our budget process, based on community need and hiring forecasts by BPD leadership.

I look forward to seeing improved numbers of qualified BPD applicants, while we continue to use data-driven approaches that ensure BPD is sending more recruits to the Vermont Police Academy. This requires continuing to explore options for easier-to-access certification programs, making necessary improvements to police facilities, and actively working to build trust and increase morale in the Department. Simultaneously, while we work hard to attract and hire more sworn officers, we must continue to evolve our safety response system as a whole. This evolution requires strengthening the police department itself, but also the public health components to enhance delivery of our safety and health responses. It means dedicating resources to a new, modern public safety facility to be shared by multi-disciplinary teams representing the Police Department, Fire Department, and our public health staff. In all of these efforts, I will continue working closely with Department staff to hear their ideas and concerns, and I look forward to partnering in the work of rebuilding alongside new, incoming leadership for the Department.

City Council School Budget Update

January 27, 2025



Highlights

The most important information about the FY26 budget

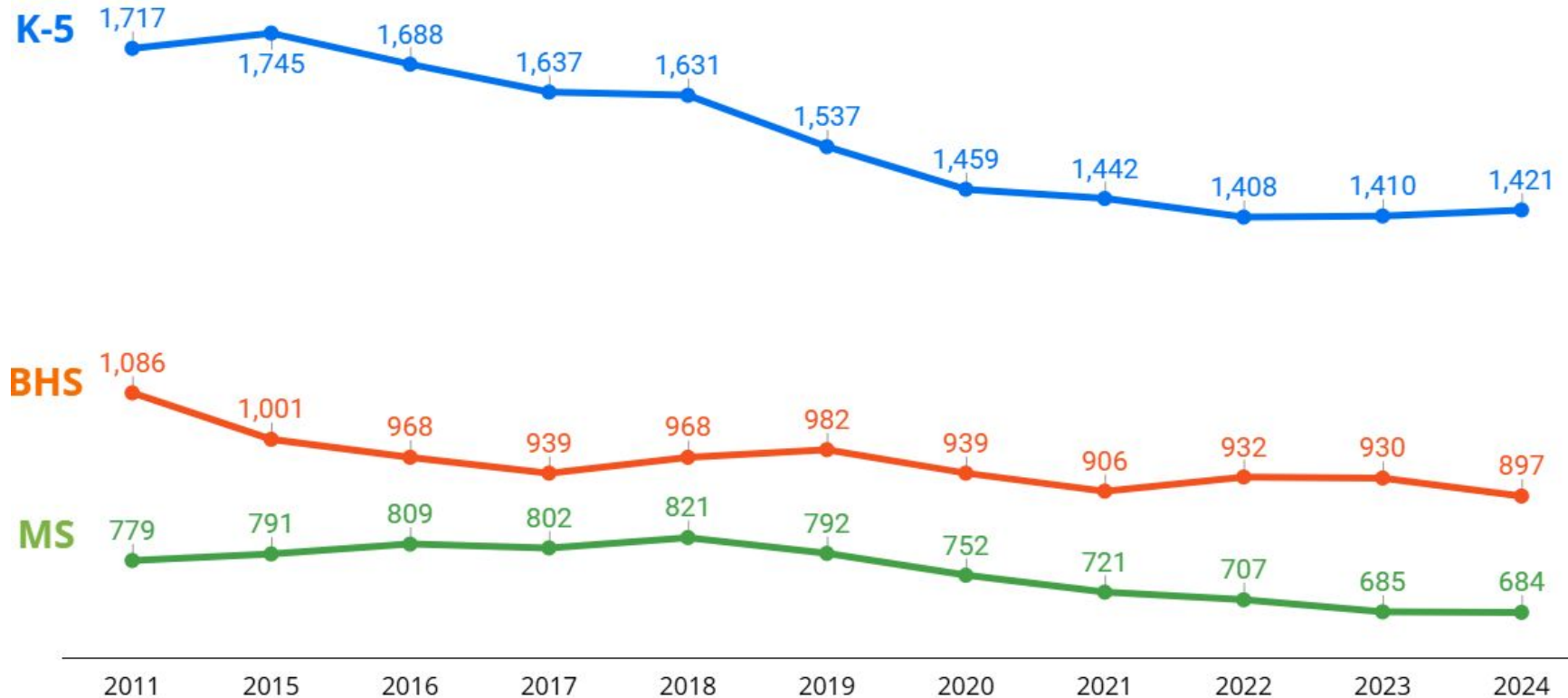
- **4% decrease in education property tax rates is projected from the proposed budget.**
- 12% reduction in the income cap is projected for income-sensitized taxpayers.
- The budget includes no new programs or positions.
- The budget continues our practice of aligning staffing to enrollment, both of which decrease slightly.
- The budget includes funds for capital improvements that do not create any future-year funding obligations.

Budgetary Headwinds

These items are increasing

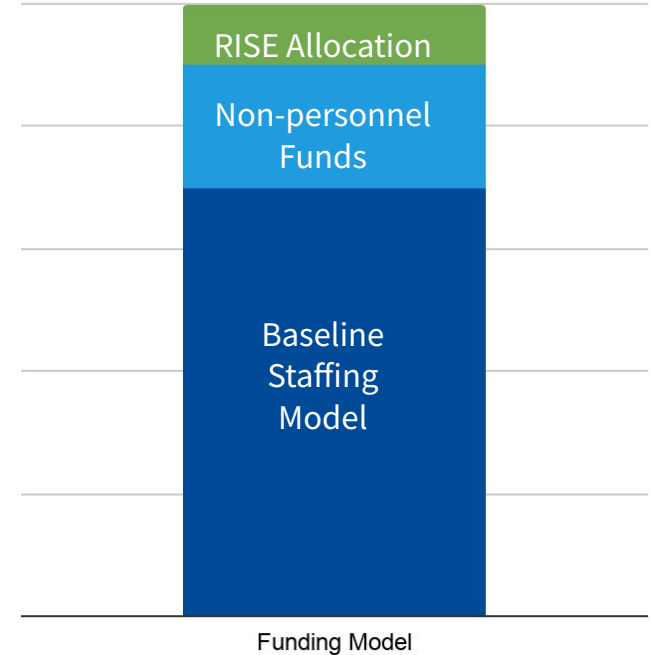
- Wages: Bargaining agreements are being renegotiated. Budget for wage settlements range from 2.4% (inflation) to 4%.
- Benefits: Health insurance premiums are estimated to increase by 11.9%.
- Debt Service: Associated with BHS/BTC and IAA projects.
- Grants: Personnel costs are increasing faster than grant revenues, requiring the General Fund to absorb these costs to maintain the current service level.

BSD Enrollment History



BSD's Equitable Budgeting Model

1. A **staffing model** will provide each school with its core staffing, using staff:student ratios (e.g. 1 counselor staff for every 200 students)
2. Non-personnel funds will be allocated based on a **per-student** basis
3. An Equity Allocation will provide additional funding using a **weighted student formula**.
 - In consultation with the School Advisory Boards, schools decide in how best using these funds.



FY26 School Board Guidance

1. Staffing must be responsive to enrollment changes.
2. Limit budget growth due to BHS/BTC costs.
3. Ensure funding to meet strategic plan objectives.
4. Continue to offer academically rigorous programming for all learners.
5. Budget wage and benefit increases commensurate with the fiscal reality of our community and state.
6. Find ways to reduce the cost per pupil.



BSD's Budget Recommendation to the Board

We are recommending a budget that maintains current services, and;

- Continues to align staffing to enrollment
- Drives funds toward students who need it most with updated RISE allocations
- Reduces central office budgets for a second year

And balances these reductions with funds to maintain buildings.

This proposal will result in an estimated 4% tax rate decrease

FY '26 Budget Proposal Notes

1. End St. Mark's and Sara Holbrook lease (\$200k savings)
2. Align staffing to enrollment - Flynn homeroom and BHS building sub reductions per budget model (\$150k savings)
3. Reduce central office operating budgets by 2% (\$100K savings)
4. Include approximately \$600k to ensure building maintenance obligations

Budget and Tax History

Year	Education Fund Spending	Other Funds (e.g., ESSR)	Overall Budget	Property Tax Impact	Education Spending Per Pupil/LTWADM
FY 23	\$74,097,698	\$31,338,421	\$105,436,119	-3.3%	\$19,310.46
FY 24	\$78,964,438	\$38,795,753	\$117,760,191	4.3%	\$21,325.14
FY 25	\$94,424,438	\$50,515,666	\$144,940,104*	10.4%	\$13,889.62
FY 26	\$103,360,823**	\$31,419,008	\$134,779,831	-4.0%	\$14,825.77

Next year's recommended budget is estimated to reduce property tax rates by 4%

** FY'25's overall budget includes significant funding from the federal government (including federal COVID funds that are expiring) and other sources that do not derive from property tax payers. We had previously reported a lower 'total-budget' amount that excluded these funds. For comparison purposes, this figure has been revised to better align the the Agency of Education' reporting methodology.*

*** The increase in Education Fund Spending from FY'24 to FY'26 is primarily due to the BHS/BTC construction project.*

Breakdown of Education Spending Increases

Proportion of Increased Spending

Wages & Benefits

- Salaries
- Health Insurance

Debt Service

- BHS/BTC new school
- IAA renovations

Capital Improvements

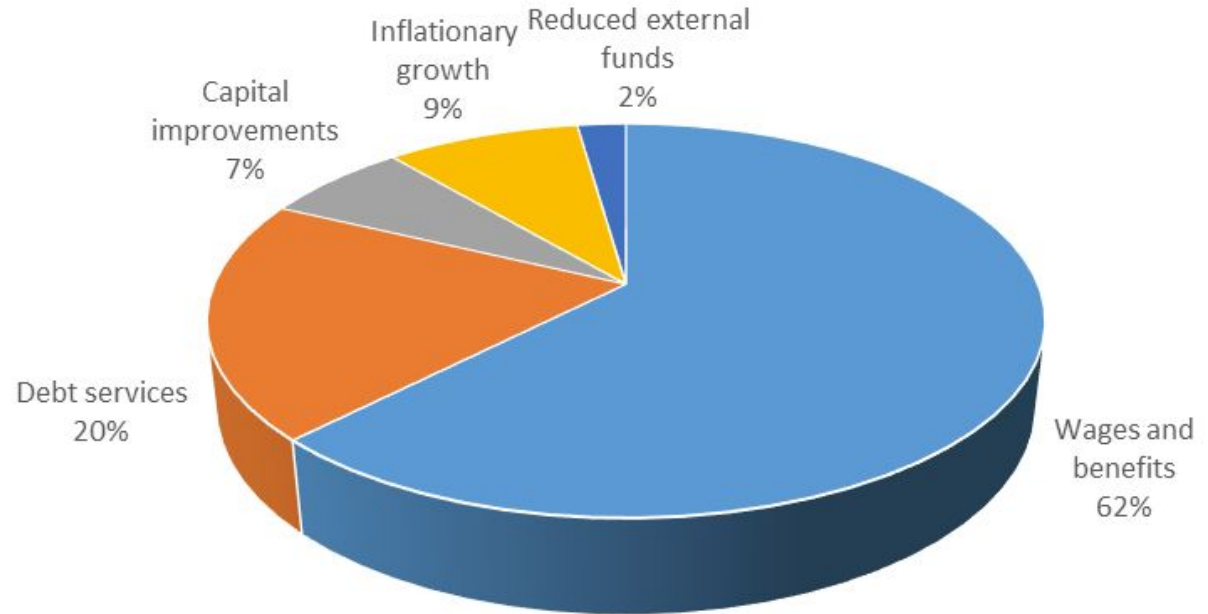
- \$600k facilities fundings

Inflationary Growth

- Lease increases
- Supplies
- Utilities
- Additional RISE funds

Reduced External Funds

- Impact fees
- Special education census grant



Tax Variable Estimates

Key Variables

Status

Education spending	\$103,360,823 (9.5% increase)
LTWADM	6,971.70 (2.6% increase)
Homestead dollar yield	\$8,553*
BSD Common Level of Appraisal	81.76% (7% decrease)*
Statewide CLA	72.36%

*A decrease in these variables increases the tax rate

Property Tax Estimates

Hypothetical Property Payer - \$370k example (avg value)	Property Tax Impact
Property rate change	-4.0%
Tax on \$370,000 homestead	\$5,676
Tax Difference from current rate	\$ -238

Hypothetical Property Payer - \$500k example	Income Tax Impact
Property rate change	-4.0%
Tax on \$500,000 homestead	\$7,671
Tax Difference from current rate	\$ -322

Figures reflect rounding. For education taxpayers who pay based on income, the impact will be reflected on the fiscal year 2026 property tax bill. Existing law provides additional property tax relief for households with incomes below \$47,000. This is known as a "circuit breaker." Once a taxpayer qualifies for the circuit breaker, additional school district spending does not increase the taxpayer's tax liability.

Income Adjustment Tax Estimates

Hypothetical Income Payer - \$370,000 housesite	Income Tax Impact
Income Rate change	-12.0%
Income-sensitized tax amount for \$50,000 household income	\$ 1,120
Tax Difference from current rate	\$ -165

Hypothetical Income Payer - \$370,000 housesite	Income Tax Impact
Income Rate change	-12.0%
Income-sensitized tax amount for \$120,000 household income	\$ 2,904
Tax Difference from current rate	\$ -396

Important Disclaimer: The actual impact on taxpayers receiving an adjustment based on their income varies for each individual case, and is a function of household income, and houseite value, and education tax rates from the prior tax year as well as the new tax year. The estimates included herein necessarily make assumptions about all of these variables to illustrate a hypothetical impact.

Summary Information

Total Budget	\$10.1 million decrease
Education Spending per LTWADM	6.7% increase
Actual Tax Rate (after CLA)	4.0% decrease
Income based tax cap	12% decrease

The recommended budget is estimated to reduce property tax rates by 4%

Factors driving the tax rate up: increased spending, decreased CLA

Factors pushing the tax rate down: increased dollar yield (driven by growth in statewide grand list, Education fund revenues and carry over)

Redefining the “Total Budget”

We’ve expanded our definition of total budget to better align with Agency of Education methodology from ACT 183

FY 25 “Total Budget” on March 2024 Ballot	\$119 million
FY 25 Costs Not Reflected in “Total Budget” on Ballot - \$11m ESSER/ARP - \$10m BTC Hangar Grant - \$2m Surplus for Buck Hard Field - \$2.9m Food Services	\$25.9 million
FY 25 Total Budget with NEW Methodology	\$144.9 million
FY 26 Total Budget on ballot - \$20.5 m ESSR, BTC Grant + \$10.3 m Increased annual costs (e.g., wages and benefits)	\$134.7 million

FY24 Audit and Fund Balance

FY24 Audit is in final phase of review

FY24 Audited Fund Balance

- Approximately \$2,400,000 available to support FY26 budget.
 - This surplus is in line with prior year results.
- Represents roughly 2% of the total budget.

Fund Balance is One Time Revenue

- Careful budget management should result in annual surpluses.
- Currently supports significant costs associated with rent for temporary spaces (DtBHS, BTC, etc.).

RISE Allocation

Nearly \$1.7m of School-directed, Equity-oriented Investments

RISE allocations are projected to increase by about \$200,000 based on increased student need measures, particularly the poverty measure

- This is likely due more to improved accuracy than significant changes in economic circumstances.
- Improved accuracy of the poverty count may increase BSD's long-term weighted average daily membership, thereby offsetting some of this spending increase.

RISE Allocation

RISE Allocation Amounts by School

Eagle Bay	\$50,282
Smith	\$90,477
SA	\$117,589
IAA	\$118,839
Champlain	\$129,691

Edmunds El	\$154,648
Flynn	\$155,687
Hunt	\$165,723
Edmunds M	\$204,272
BHS	\$505,798

RISE Allocation Themes

Nearly \$1.7m of School-directed, Equity-oriented Investments

- Elementary: Interventionists, Special Education positions, co-teaching PD.
- Middle School: Literacy, guidance positions, deeper learning PD and curriculum, social-emotional supports.
- High School: Reading specialist, mental health counselor, STEM interventionist, summer credit recovery, YES funding.
- Eagle Bay: Project based learning materials, specialized electives, professional learning for student centered practices.

BTC Budget

Tuition increase due to enrollment decline

FY26 Budget = \$3.7m

- \$130,000 budget reduction from FY25. Saving will result from ending leases and moving into the new airport facility.
- 120.78 “average” enrollment over six semesters, a 4% decrease from prior year.
- **Announced Tuition of \$24,934.** Since the program is half-day, the actual tuition cost is also halved.
 - i. This represents an 1.26% increase due to declining enrollment despite a lower budget.

Ballot Language

Shall the voters of the School District approve the School Board to expend \$134,779,831 which is the amount the school board has determined to be necessary for the ensuing fiscal year? Burlington School District estimates that this proposed budget, if approved, will result in per pupil education spending of \$14,825.77, which is 6.74% higher than spending for the current year.

Spending at this level could produce a property tax rate decrease of 4% (current estimate).

Budget Development Timeline

3/4 Town Meeting Day budget vote



Full budget timeline available at:
<http://www.bsdrv.org/district/budget/>

Appendix



Cultivating caring, creative, and
courageous people. Join the journey!

Understanding the New Yield

- The "Dollar Yield" shown in the Tax Letter is a special number that gets adjusted by something called the CLA (Common Level of Appraisal) for the whole state. Because of this, the FY26 Dollar Yield looks smaller compared to the FY25 Dollar Yield.
- If we used the same method as last year to compare, the yield would have been \$11,879. This is a 20% increase, which helps keep tax rates down.

Tax Rates

Tax rates are the result of four major inputs

- Education Spending: amount of Education Fund support a district's budget requires - something a district controls!
- Long Term Weighted Average Daily Membership: enrollment that weighs factors such as poverty and English Learners.
- Dollar Yield: a state variable reflecting the amount of money in the education fund. Now adjusted by the statewide CLA.
- Common Level of Appraisal (CLA): a measure of property values in each community, adjusted by the statewide CLA.

Understanding the CLA

- Burlington's CLA is now adjusted based on the average CLA for the whole state.
- To figure it out, we divide Burlington's CLA (81.76%) by the statewide CLA (72.36%), which gives us an "Adjusted CLA" of 112.99%.
- Even though the adjusted CLA looks like it lowers Burlington's tax rate, it's actually because the new statewide CLA lowers the dollar.
- ***In the end, the change in the way the State uses the CLA doesn't have a big effect. Burlington's CLA dropped from 88% to 82%, which makes tax rates higher than they would have been without this change.***

Resolution Relating to

MARCH 4, 2025 – ANNUAL CITY MEETING ISSUANCE
OF REVENUE BONDS FOR WASTEWATER AND
STORMWATER UTILITY PROJECTS

RESOLUTION_____

Sponsor(s): Bd. of Finance
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City, acting through the Water Resources Division of the Department of Public Works, has identified needs for various capital improvements to its wastewater, stormwater and pollution control system, including capital improvements to its treatment plants and collection systems as part of Stage 1 of the Water Resources Sustainable Infrastructure Plan; and

WHEREAS, the City has determined that the costs of such improvements are too great to be paid out of the ordinary annual income and revenue of the Wastewater and Stormwater enterprise funds and that it will be necessary to incur indebtedness to fund the costs of such capital improvements; and

WHEREAS, the improvements will benefit ratepayers and City residents; and

WHEREAS, the City expects that a total of \$152,000,000 will be the estimated costs required to make these Stage 1 capital improvements with approximately \$138,000,000 for the wastewater system and approximately \$14,000,000 for the stormwater system; and

WHEREAS, while the Division’s existing rate affordability framework (enacted by City Council in FY22), includes a bill discount program that will assist qualified customers with the impact of rate increases, the Division commits to evaluating the need and mechanisms for expansions and enhancements of the affordability program to 1) ensure that all customers are able to regularly and successfully pay their water resources bill on time and without compromising their ability to meet other essential needs and 2) to evaluating the need and mechanism for the establishment of an indirect assistance program to offset the impact of water resources rate increases on rents; and

WHEREAS, the City Charter and other applicable law provides that, with at least a majority vote of the City’s voters, the City shall have the authority to issue bonds, from time to time, for the purpose of financing the cost of any improvement to the City’s public utility systems and revenue generating facilities, including the City’s wastewater system and the City’s stormwater system, with such bonds payable from the revenues of such public utilities and facilities; and

WHEREAS, the Board of Finance, at its January 27, 2025 meeting has approved and recommended that the City Council advance the proposed revenue bonding for wastewater and stormwater system

26 improvements for City-wide consideration and a public vote at the Annual City Meeting to be held on March
27 4, 2025; and

28 WHEREAS, the proposed financing of such capital improvements may be through a public or private
29 issuance of bonds or notes, issuance through the Vermont Municipal Bond Bank, through the State of
30 Vermont environmental revolving loan fund, or any combination of these sources, and may be done in one or
31 more series over multiple years; and

32 WHEREAS, while there is a critical need for improvements to the City’s wastewater, stormwater and
33 pollution control system, the City Council also acknowledges the significant size of the requested investment
34 and the fact that the third party peer review commissioned by the City of the 60% Preliminary Engineering
35 Reports (PERs) for wastewater upgrades noted, among other findings, that: (1) the general details provided in
36 the PERs did not yet allow for a “granular review” of actual cost estimates, (2) “the costs provided are very
37 conservative,” and (3) the “City should consider a Construction Manager at Risk (CMAR) approach, a project
38 delivery method that involves a construction manager (CM) who is responsible for keeping construction costs
39 within a guaranteed maximum price (GMP)”; and

40 NOW, THEREFORE, BE IT RESOLVED that the following question shall be placed on the ballot of
41 the Annual City Meeting to be held March 4, 2025:

42 “Shall the City be authorized to issue revenue bonds or notes in one or more series, in a principal
43 amount not to exceed \$152,000,000 in the aggregate, to be issued pursuant to the City Charter and
44 subchapter 2 of Chapter 53 of Title 24, Vermont Statutes annotated, on behalf of the Water Resources
45 Division of the Department of Public Works and payable only by the net revenues of the wastewater
46 system and stormwater system, as may be determined by the City Council, for the purpose of paying
47 for (i) capital additions and improvements to the City’s wastewater and stormwater systems, including
48 the City’s wastewater treatment plants, pump stations and collection system, the stormwater treatment
49 and collection system, combined sewer overflow mitigation projects, stormwater outfall rehabilitation,
50 and (ii) funding a debt service reserve fund and paying costs of issuance?”

51 Estimated total Project Costs for Wastewater System: \$138,000,000

52 Estimated total Project Costs for Stormwater System: \$14,000,000

53 City Share of Total Costs: \$152,000,000

54 ; and

55 BE IT FURTHER RESOLVED that given the size of the investment in the wastewater treatment plant
56 portion of the project, the Water Resources Division will provide updates to the City Council on the status of

final design and project cost estimates at the 30%, 60% and 90% final design milestones and will produce a comprehensive third party review of the 60% Final Design to provide to the City Council, well in advance of proceeding to the bid phase for the project; and

BE IT FURTHER RESOLVED that on or before August 4, 2025, the Water Resources Division will provide the City Council an update on whether it intends on adopting the Construction Manager at Risk (CMAR) approach recommended by the third party peer review of the 60% PERs for wastewater upgrades, and will further report on any other steps it intends to take to provide the greatest value to this project and reduce construction costs; and

BE IT FURTHER RESOLVED that in addition to bond financing, the Water Resources Division will pursue all reasonable options for securing new funding for bonded projects from sources other than Burlington ratepayers, between now and the completion of the bonded projects, including by, but not limited to, focusing on available State or Federal funding, and grant monies.

TM/Resolutions 2025/Name the Resolution
1/27/25

Resolution Relating to

MARCH 4, 2025 – ANNUAL CITY MEETING ISSUANCE
OF REVENUE BONDS FOR WASTEWATER AND
STORMWATER UTILITY PROJECTS

RESOLUTION _____
Sponsor(s): Bd. of Finance
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City, acting through the Water Resources Division of the Department of Public Works, has identified needs for various capital improvements to its wastewater, stormwater and pollution control system, including capital improvements to its treatment plants and collection systems as part of Stage 1 of the Water Resources Sustainable Infrastructure Plan; and

WHEREAS, the City has determined that the costs of such improvements are too great to be paid out of the ordinary annual income and revenue of the Wastewater and Stormwater enterprise funds and that it will be necessary to incur indebtedness to fund the costs of such capital improvements; and

WHEREAS, the improvements will benefit ratepayers and City residents; and

WHEREAS, the City expects that a total of \$152,000,000 will be the estimated costs required to make these Stage 1 capital improvements with approximately \$138,000,000 for the wastewater system and approximately \$14,000,000 for the stormwater system; and

WHEREAS, while the Division’s existing rate affordability framework (enacted by City Council in FY22), includes a bill discount program that will assist qualified customers with the impact of rate increases, the Division commits to evaluating the need and mechanisms for expansions and enhancements of the affordability program to 1) ensure that all customers are able to regularly and successfully pay their water resources bill on time and without compromising their ability to meet other essential needs and 2) to evaluating the need and mechanism for the establishment of an indirect assistance program to offset the impact of water resources rate increases on rents; and

WHEREAS, the City Charter and other applicable law provides that, with at least a majority vote of the City’s voters, the City shall have the authority to issue bonds, from time to time, for the purpose of financing the cost of any improvement to the City’s public utility systems and revenue generating facilities, including the City’s wastewater system and the City’s stormwater system, with such bonds payable from the revenues of such public utilities and facilities; and

WHEREAS, the Board of Finance, at its January 27, 2025 meeting has approved and recommended that the City Council advance the proposed revenue bonding for wastewater and stormwater system

improvements for City-wide consideration and a public vote at the Annual City Meeting to be held on March 4, 2025; and

WHEREAS, the proposed financing of such capital improvements may be through a public or private issuance of bonds or notes, issuance through the Vermont Municipal Bond Bank, through the State of Vermont environmental revolving loan fund, or any combination of these sources, and may be done in one or more series over multiple years;

NOW, THEREFORE, BE IT RESOLVED that the following question shall be placed on the ballot of the Annual City Meeting to be held March 4, 2025:

“Shall the City be authorized to issue revenue bonds or notes in one or more series, in a principal amount not to exceed \$152,000,000 in the aggregate, to be issued pursuant to the City Charter and subchapter 2 of Chapter 53 of Title 24, Vermont Statutes annotated, on behalf of the Water Resources Division of the Department of Public Works and payable only by the net revenues of the wastewater system and stormwater system, as may be determined by the City Council, for the purpose of paying for (i) capital additions and improvements to the City’s wastewater and stormwater systems, including the City’s wastewater treatment plants, pump stations and collection system, the stormwater treatment and collection system, combined sewer overflow mitigation projects, stormwater outfall rehabilitation, and (ii) funding a debt service reserve fund and paying costs of issuance?”

Estimated total Project Costs for Wastewater System: \$138,000,000

Estimated total Project Costs for Stormwater System: \$14,000,000

City Share of Total Costs: \$152,000,000



Burlington Water Resources Division
Megan J. Moir, Division Director
235 Penny Lane | P.O. Box 878
Burlington, VT 05401
(802) 863-4501
mmoir@burlingtonvt.gov

To: Board of Finance/City Council
From: Megan Moir, Division Director Water Resources
Cc: Chapin Spencer, DPW Director
Date: January 27, 2025
Subject: Water Resources Bonds: Request for Ballot Items

The Water Resources Division (WRD) of the Department of Public Works seeks authorization, through the attached resolutions, for the addition of a two bonding authority requests to the March 4, 2025 Annual City Meeting ballot for consideration by the voters of Burlington: 1) for the WATER bond, not to exceed \$20 million for the drinking water system and 2) for the LAKE bond, not to exceed \$152 million for the wastewater and stormwater systems.

BACKGROUND

Bonding is necessary when the City needs to perform a project which is of a cost magnitude that is too great to fund with annual capital budgets and when those costs thus need to instead be financed. While it does incur additional borrowing costs (interest or other fees) it allows for the payment on the investment to be spread out over the life of the asset – being either 20, 30 or in some cases with pipes and other structures, 40 years – and for those costs to be paid for through a combination of rates and impact fees over that time period. Voter approval of bond proposals provides the City Council the authority needed for them to approve the issuance of bond or execution of loans from the State – as such, a bond vote is only the first step in advancing these projects, with the City Council ultimately providing the final approval for when and at what magnitude these bonds and loans are issued.

Burlington's drinking water, wastewater and stormwater systems provide essential services to the Burlington's residents, businesses and visitors. Recent capital investments, made possible by support of voters in 2016 (\$8.34M Water Bond) and 2018 (\$30M 2018 Clean Water Bond for wastewater and stormwater) have made initial necessary improvements but more investment is needed to ensure the resiliency of these systems for both current and future (with expanded housing) Burlington and in order to protect Lake Champlain from wastewater and stormwater pollution and excess phosphorus. Prior to these smaller 2016 and 2018 bonds, the last time the City bonded for water resources work was in 1984 on the drinking water side and in the early 1990s for the Wastewater system. A current summary of the Water Resources Sustainable Infrastructure Plan is provided as Attachment A and provides details on work completed with the 2016 and 2018 bonds (Stage 0) as well as the work proposed under this 2025 bond (Stage 1) and future bonding packages (Stage 2 and 3).

2025 WATER Bond: Drinking Water System Needs (\$20 million)

The drinking water or WATER bond includes a number of proposals aimed at shoring up one of our highest risk systems, the reservoir pump station and our drinking water reservoir system, while also

providing initial funding to update several systems at the drinking water plant and continuing to provide necessary funding for replacement or renewal of the drinking water mains throughout the City.

Reservoir Improvements Project (\$9.75M): The City's 7 million gallon (MG) reservoir and reservoir pump station are critical components of the City's drinking water infrastructure. The reservoir storage structure provides daily demand management and emergency storage for the entire City. The reservoir pump station is responsible for pumping water to the City's two elevated storage tanks which provide the water pressure necessary for portions of the City generally to the east of Willard Street, including the University of Vermont Medical Center. Without these pumps (which can also pump directly during elevated tank maintenance), the City is unable to provide water to properties at these upper elevations, including the hospital, which is the region's only Level I trauma center. For the reservoir itself, this project will replace the reservoir roof, as well as complete various site improvements such as replacement of the Main Street retaining wall and security upgrades that are needed due to the increase in the number of property intrusions.

Drinking Water Treatment Plant Resiliency (\$3M): The drinking water plant was last upgraded in 1984. Starting in early 2025, the City will be conducting a comprehensive evaluation of the treatment plant including the raw and finished water pumping systems. The results from that evaluation will inform future bond requests for drinking water investment, potentially as early as 2027. In the interim, there are several projects that are of such a high priority from a resiliency standpoint and whose completion is anticipated to be compatible with future upgrades that they are being advanced in these next 2-3 years. This includes: installation of an emergency generator sufficient to support water production, replacement of chemical feed lines which have failed in our raw water intake pipe, re-establishment of the plant's secondary finished water pumping system which will allow for necessary maintenance and capital work to occur (not currently possible) on the plant's 100+ year old main clearwell tank and also provide additional resiliency to our primary finished water pumping system which has points of failure that cannot be addressed without this mechanism to ensure uninterrupted water supply. Lastly, in case of a significant, extended emergency (beyond the 24 hours available in the reservoir), while there is an adjacent water system (Champlain Water District) that could provide some water supply – the City does not have infrastructure in place to support this interconnect in a manner that could be easily implemented. A portion of this resiliency funding will go to installing appropriate interconnect infrastructure on the high and low service.

Distribution System (Water Mains) Renewal/Replacement (\$7.25M): The City's system of approximately 130 miles of water pipe still needs continued replacement/renewal to prevent water main breaks from destroying newly paved street surfaces and disrupting water service to residences and businesses. Based on the most recent analysis, approximately 46% of pipes are older than 75 years and 22% are older than 100 years old. The typical useful life of a water main is 75 years old, though longevity can be reduced or increased depending on soil conditions, pipe material and manufacturing era, and installation methods. In particular, water resources must be prepared to fund replacements or upgrades for projects such as the Cherry Street project in the event that there are not sufficient grant funds to complete the subsurface utility work. This holds for other transportation system driven projects (paving projects and the Winooski Bridge) where leaving subsurface utility work un-addressed can result in significant damage to the surface treatments if a water main breaks in the subsequent years. While this tranche of funding is primarily focused on risk-related main replacements or relining, funding may also be used to perform targeted water valve replacements or upgrades to resolve identified distribution deficiencies.

Future water work

The above funding is meant to bridge the needs for the capital needs for the next 3-4 years. WRD is performing more in-depth assessments of the drinking water plant and distribution system to guide the next wave of investments (Stage 2 and 3). A request for the additional bonding needed for Stage 2 is anticipated as early as 2027. The 40-year-old drinking water plant is due, at a minimum, for a comprehensive refurbishment – but the evaluation will also examine the need for additional systems to support growth in the community as well as determine if changes in treatment process are necessary to protect the quality of the City's drinking water. On the drinking water side, distribution master planning will ensure that WRD is targeting water main funding in an even more efficient manner and will focus on a combination of water main renewal and also addressing any additionally identified distribution system deficiencies such as places where water flow rates need to be improved and additional looping (providing multiple pathways for the water to flow in the case of breaks) should be provided.

2025 LAKE Bond (\$152 million)

The 2025 wastewater and stormwater or LAKE bond includes a suite of projects that have been identified as the highest priority for advancement in the next 2 years. This project list is reduced from the original proposal for a variety of reasons as outlined below in "FINAL 2025 PROPOSAL." As with drinking water, it is imperative that the community understand that there will be additional requests for bonding capacity for these systems as early as 2027. This is particularly true for the wastewater systems, as the Stage 1 improvements at Main Plant are being implemented with a basis of design that prepares for the Stage 2 consolidation of East Plant's wastewater flows to Main Plant. While WRD is hopeful that the City's ability to secure grant and State Revolving Fund subsidy funding may reduce the ultimate size of the next wastewater related bond vote, it is not guaranteed.

Wastewater

The City operates three Wastewater Treatment Plants (WWTPs), Main Plant, East Plant and North Plant. All three plants were last upgraded as of 1994, with equipment and systems that are well beyond (at 30 years) the typical expected useful life of wastewater equipment (20-25 years). Equipment failures, such as those which happened in 2018, can result in permit violations (at a minimum) with many failures having the potential to result in discharges of partially or untreated sewage which requires public notification and posting of waterbody access areas or beaches.

While the 2018 bond money has allowed the City to upgrade the systems that failed in 2018 (disinfection at all 3 plants and the computerized controls at Main Plant) and will fund the upgrade of the headworks systems at the 3 plants, a comprehensive preliminary engineering report has documented the need for additional refurbishments as well as expansion of capacity at Main Plant to ensure that the City has sufficient hydraulic and organic treatment capacity to support estimates of growth (approximately 5000 new housing units across the city, with 4270 expected within the Main/East Plant sewersheds) generated in collaboration with the City's Planning Department and the Community and Economic Development Office. Rough allocations were also included for anticipated commercial development.

The City's Integrated Water Quality Planning study determined that the most cost effective way to meet the City's overall phosphorus reduction requirement (which was assigned to all three WWTPs, the combined sewer treatment system, and the separated storm system) is to implement tertiary treatment (filtration) at the City's largest WWTP, Main Plant. Excess phosphorus is one of the contributors to cyanobacteria blooms that threaten recreational water quality and can result in the closure of beaches. The City must implement these reductions no later than 2030, which is just after the target construction

end date for the Stage 1 improvements. This system will bring the City fully into compliance with all of the Lake Champlain Phosphorus Total Maximum Daily Load requirements, including providing a small buffer to allow for the impacts of climate change. While it will require continued diligent work by the rest of Vermont to slow the discharge of other sources of phosphorus into the Lake, this project will ensure that Burlington has fully met its water quality goals of protecting the Lake, which is an economic driver for the City and the region.

Main Wastewater Treatment Plant (\$127M):

The scope of work includes high priority age related replacements of the majority of the “dry weather” treatment process including, but not limited to, replacement of the influent and foul sewer pumps, internal mechanics in the primary and secondary clarifiers, chemical feed pumps, electrical system. It also includes the addition of a fifth secondary clarifier and a new expanded aeration system, odor control for sludge holding tanks and associated pumping and tertiary treatment for enhanced phosphorus removal (0.1 mg/L) target. All systems are designed to be able to handle the wastewater flows and organic loads associated with the plans to pump wastewater flows from the current East Plant sewershed to Main Plant and with combining the current permitted capacity of both facilities (5.3 MGD for Main and 1.2 MGD for East) into a permitted capacity for the whole area of 6.5 MGD. This is critical for the City’s housing plans given that the majority of the growth projected for Burlington would happen in the current Main Plant sewershed which has the least % remaining capacity of the 3 plants. This estimate includes a small allocation of funding (\$2M) that can be matched with collection system funding to support the upsizing of the sewer on Cherry Street in coordination with the Cherry Street redevelopment project as this is currently the preferred route for the consolidated flows from East Plant.

Third party review of wastewater treatment plant upgrade study

Given the size and scope of the project, WRD engaged another one of our wastewater specialty consulting engineers, Hoyle Tanner, to perform a high level third party review of the 60% Preliminary Engineering Report (PER) focusing on three areas: review of big picture assumptions, review of high level project costs and confirmation that decisions are in line with industry standards. The City’s Wastewater Treatment Plant Upgrade project engineer, Wright-Pierce, and City engineering staff reviewed the third-party review and provided responses. The 60% PER, the third-party review and response documents are available at: <https://burlingtonvt.gov/2025waterbonds/per>.

WRD staff and Wright-Pierce generally concur with the majority of the recommendations or findings in the third-party report, including but not limited to:

- 1) Recommended areas of focus during the next phase of the project, which is final design. This includes:
 - a. The need to update and further document the analysis around the selection of the conventional activated sludge vs. granular activated sludge process for biological treatment at Main Plant.
 - i. While staff are very certain that the non-cost risks are too substantial to pursue a change in this process, it is necessary to ensure that the analysis is up to date with the current design criteria to understand the potential differential in capital and operating costs, and if necessary, revisit the selection of the current alternative.
 - b. Consideration of whether the odor reduction results that are expected from the discontinuation of co-settling will be sufficient enough to reduce odors at Main Plant.

- i. Staff believe that it is worth attempting to reduce odors via the process changes currently proposed, as opposed to jumping to the creation of additional capital infrastructure (covers and air handling) on the primary clarifiers at Main Plant. That said, there will be pre- and post-project odor monitoring (which will also capture the other odor related capital investments that are being made this phase) to track the level of odor reduction achieved. The City will include the design for the covers in the final design scope so that a bid alternate can be advertised so that if project budget allows and is deemed necessary, this additional work could be pursued. Alternatively, it could be included as part of Stage 2.
- 2) The understanding that the costs presented are conservative (high) and that there is opportunity, through the final design process and through the inclusion of either value engineering or a construction management at risk model¹ (CMAR, if accepted by the State Revolving Fund program) that the ultimate cost of the Wastewater Treatment Plant projects could be less than the current preliminary construction estimate.
 - a. This is one of the reasons that staff have felt comfortable postponing the bond request for Stage 2 – as depending on grant funding availability or the final project costs coming in lower than current estimates, the bond capacity for Stage 2 could be reduced. On the other hand, Wright Pierce and staff want to ensure that Stage 1 can be fully completed and thus it is warranted to include the levels of contingency etc. that are currently within the cost estimate.
 - b. Staff are very interested in pursuing a CMAR approach given the nature of the project and are actively engaging the Vermont SRF program around the logistics of this option. If accepted, this would occur during final design, which is the next phase of the project.

Wastewater Collection System:

Satellite Pump Stations (\$3 M): The City operates 25 small, satellite pump stations which serve to pump wastewater from lower parts of the City to the gravity collection system so that the wastewater flows can travel safely to the wastewater plants for treatment. There are 11 pump stations which were originally identified as needing upgrades for a variety of reasons, including risk of equipment failure due to age, resiliency upgrades and safety/code compliance. Two pump stations (Flynn Pump Station and Fletcher Pump station) were upgraded with the 2018 bond. The next three highest priority stations are Penny Lane (which serves the Water Plant treatment process), Proctor Place and Crescent Terrace stations. The equipment at these stations is 38, 59 and 55 years old respectively, which is well past the useful life of equipment operating in the harsh wastewater environment. These are the next highest priority because of their proximity to waterbodies, which means if the pump station fails there is a higher potential for release of sewage to a nearby Lake or waterbody. This estimate of bonding needed for this project includes paying for the design work for all 3 pump stations plus the construction of at least one pump station project. The remaining two pump station projects are expected to be funded with capital reserve funding, which will build up modestly in the future as the result of the debt coverage ratio requirements of the Wastewater's bond covenant. Work on the force mains (the pressurized pipe that conveys the pumped flow) is included for Proctor and Crescent stations.

¹ CMAR stands for Construction Manager at Risk, which is a project delivery method for construction. In this method, a construction project owner hires a construction manager to oversee the entire project. The construction manager is responsible for any costs that exceed the guaranteed maximum price (GMP).

Combined Sewer Overflow Reduction- Sewer Separation (\$6M): In response to State requirements, the City completed a Combined Sewer Long Term Control Plan (LTCP) in 2019 which details the plans for continuing to abate the discharge of combined sewer overflows (CSOs) to waterbodies. The primary focus of this plan is the significant reduction of CSO volume and frequency of the City's most active CSO discharge point, from the sewer pipe system at Lakeside Avenue and Pine Street to the Pine Barge Canal and ultimately the Lake (Pine Street CSO). While the LTCP abatement plan focused on the construction of a combined sewer storage tank underneath the baseball fields at Calahan Park, the recent advancement of a large development project on Lakeside Avenue and the associated challenges of wastewater conveyance for that project through a collection system that is already capacity challenged during storm events has opened an opportunity for an alternative to a "tank only" approach. Because of the known and communicated capacity constraints in the Pine Street collection system, the project will need to construct a dedicated force main for their wastewater flows. The City believes that with an appropriately defined cost share, this force main could be designed to accommodate additional sanitary flows in the sewershed, thereby reducing the flows in the combined sewer system network. This funding allocation supports the City's estimated cost share as defined by the "public benefit" portion of the project (i.e. flows other than those coming from the development). See below for other combined sewer overflow mitigation funding that is still being held to support the balance of the City's CSO volume reduction requirements.

Sewer Main Renewal (\$2M): A small amount of bonding authority has been identified primarily to coordinate sub-surface utility renewal with transportation related projects. In particular this funding would be prioritized for any sewer upsizing needed on Cherry Street (see Main Wastewater Treatment Plant discussion above) for East Plant flows. The balance of sewer replacement needs for this capital investment period is anticipated to be met through the increased capital reserves, which will build up modestly in the future as the result of the debt coverage ratio requirements of the Wastewater's bond covenant. On-going collection system master planning may identify additional needs that would need to be addressed in future bond requests.

Future wastewater work

As discussed in various sections of this memo and laid out in Attachment A, this funding is mean to address identified Stage 1 improvements. Though there is a possibility that through grant awards, the City may be able to reduce the magnitude of future bonding requests, ratepayers should be aware that there are significant investments remaining as part of Stage 2, including the East Plant Consolidation and Collection System project and high priority resiliency refurbishments at North Plant. Beyond that, there are numerous needed items at the WWTPs which have been triaged out of the initial Stage 1/Stage 2 plan and will eventually need to be addressed. The City will be monitoring those items and determining a timing which balances the system's needs with efforts to keep rate increases gradual and predictable. Additional investments beyond this 2025 bond also includes the investments needed for the remaining 5 at risk pump stations and on-going improvements to the collection system which will be guided by master planning in the coming years. Lastly, the City will ultimately still need to make an investment in the dewatering system (current estimate \$8.7M) which has been paused for this phase (see below – Risks Detail: Dewatering) until the regulatory landscape has become more clear. Depending on the trajectory of the biosolids market, it is possible that the capital investment for the technology needed for a drier product for transport could be much more expensive.

Stormwater

As the result of the City's Integrated Water Quality Planning and the decision to meet the City's overall phosphorus reduction requirement through installation of tertiary treatment at Main Plant, there are

reduced requirements for the installation of separate stormwater treatment infrastructure. This allows the City the flexibility to invest in stormwater treatment retrofit when and where it is most cost-effective and in locations with direct impact to City residents – such in watersheds immediately upstream of City public beaches or as part of transportation projects such as traffic calming. Currently there are a number of grant funding sources which staff believe will provide adequate funding for anticipated projects for the near term. As such the funding below is focused on addressing high risk infrastructure or remaining regulatory requirements such as combined sewer overflow reductions. That said, depending on the final costs of the project types below, some of this stormwater directed funding could go towards high priority treatment projects.

Stormwater Collection System:

Combined Sewer Overflow Reduction – Tank (\$8M): See Combined Sewer Overflow Reduction above in Wastewater project section. This funding is directed towards the construction of a tank that would store any combined sewer overflows (in the 5 year, 24 hour design storm) that remain after the proposed sewer separation/force main project.

Collection System - Stormwater Main Renewal and Outfall Rehabilitation (\$6 M): The City has a number of highly eroded stormwater outfalls that are discharging excess sediment and phosphorus and, in some cases, threatening adjacent public or private property. Left unaddressed, these situations will get exponentially worse with the intensity of climate change driven storm events. The balance of the funding will fund any larger scale stormwater main renewal projects that cannot be accomplished with annual capital funding. On-going collection system master planning may identify additional needs that would need to be addressed in future bond requests.

Future stormwater work

Future bond requests for the stormwater system are likely to include additional collection system work as the system of stormwater pipes, many of them corrugated metal pipe which is subject to corrosion by winter salts, continues to degrade. It is also likely, based on current State statute, that there will be additional combined sewer abatement requirements and some measure of additional stormwater retrofit projects for the City's urban streams. Given the intense level of investment and the pressure on ratepayers, the City will be working with the State to ensure that the schedule for these additional regulatory driven investments is guided by the City's financial capability.

Evolution of Bond Proposals

After several years of forecasting in various forums (DPW Commission meetings and Annual Budget presentations) that additional capital funding would be necessary to ensure the resilience of our drinking water, wastewater and stormwater systems, WRD shared an initial plan for the Division's proposal for March 2025 bonding authority ballot questions starting with the DPW Commission, the Transportation, Energy and Utilities committee (TEUC) in September 2024 and then with the City Council in November 2024.

The initial plans included the following estimated bond needs with a projected possible 113% rate increase over FY25 – FY30, and a 157% increase over FY25 – FY35:

- Drinking Water - \$21 M
- Wastewater - \$204 M
- Stormwater - \$14 M

Public outreach on this proposal continued through November into December and included follow up meetings with the DPW Commission, TEUC and several NPAs (Ward 1, Ward 2, Ward 4/7 and Ward 5), concluding with another update to the Council on December 16, 2024. The Council update on December 16, 2024 included some initial cost reductions that had evolved over the course of this public outreach time period and several ideas about additional reductions or plan/schedule changes that could be implemented in response to the feedback received from stakeholders.

Feedback on the proposal over the November – December time period was relatively consistent; stakeholders understood the need and generally appeared to agree with the overall larger “Plan” but had concerns about 1) the magnitude of the bond authority being sought (primarily for the Wastewater/Stormwater bond) and 2) the steep rate impacts at time when there were both known City and Statewide financial pressures. Feedback included the request to “break this up into smaller projects” and “postpone lower priority investments” until later.

Based on this feedback, Water Resources worked diligently over the November – December time period, and into early January to develop a final bond proposal that reflected the community feedback. This was shared with the community at the Town Hall Meeting on January 6 and in a January 13 update memo to the City Council.

FINAL 2025 PROPOSAL

The financial details of the final proposal are presented as Attachment B and discussed below in “Ratepayer Impacts”. In summary, Water Resources is requesting that two bond items be placed on the March 4, 2025 ballot:

- 2025 WATER bond (Drinking Water): \$20 M
- 2025 LAKE bond (Wastewater and Stormwater): \$152 M

The revised proposal also documents the numerous remaining capital needs that will remain unaddressed and which will require additional requests for bonding authority as early as 2027. There are indeed financial and environmental risks with the postponement and/or exclusion of these capital projects, but the risks related to these particular decisions are calculated to be less than the risk of not advancing the selected Stage 1 projects or of advancing a LAKE bond whose magnitude could result in failure to pass the bond. Attachment A provides the context of these 2025 Bond votes in relation to the larger Water Resources Sustainable Infrastructure Plan.

Because several projects (now in Stage 2 and which would be funded with future bond authority) are fundamental to our larger capital plan and regulatory compliance and which have a defined schedule and formal cost estimates (East Plant Consolidation and North Plant High Priority Resiliency Upgrades), debt service modeling for those projects has been retained in the current rate forecasting model to ensure transparency is maintained for rate payers.

The reduced proposal brings the projected rate increase down from approximately 113% over the next 5 years (FY25-FY30) to an estimated (based on best available information) 89% over the same time period (see Ratepayer Impacts Table 1, page 10 below for additional detail). This saves the typical rate payer an estimated \$475 over the FY26-FY30 time period when compared to the previously presented rate plan forecast².

² Annual savings by fiscal year over the previous plan: FY26 = \$34.44, FY27 = \$66.23, FY28 = \$90.61, FY29 = \$114.60, FY30 = \$169.67.

Risks Detail:

The explicit risks of excluding certain projects in this 2025 bond vote are detailed below for public awareness:

East Plant Consolidation: Generally, the postponement of the bonding for this project does not change the project schedule. However, the public needs to be aware that there are components of the Stage 1 Main Plant Wastewater Treatment Plant project that are designed with the implementation of Stage 2 in mind. That is, with the 2025 LAKE bond vote, the City will proceed on a pathway to expand the capacity of Main Plant to accept flows from East Plant. If, for some reason, there is not support for a follow up bond (2027) then there will be capacity at Main Plant that will sit, unused, and equipment will be oversized. East Plant has multiple system components that are nearing failure, so it will not be an option to “do nothing.” The public needs to approach a positive vote on the 2025 LAKE bond as a vote of support for the funding necessary to implement Stage 2. Water Resources believes that there is a reasonable chance that the City will be eligible for grant funding towards elements of Stage 1 WWTP work, and as such, that the amount of additional bonding authority needed could be reduced. That said, it is unlikely to fully cover the costs of the Stage 2 plan.

North Plant High Priority Resiliency projects: As part of the revised plan, the North Plant resiliency upgrades, which originally were going to occur at a similar time to Main Plant upgrades, have been pushed out to a construction start of 2030. Like Main Plant, North Plant has numerous systems which are nearing failure and which could cause or contribute to permit violations and beach closures within 1 mile of the outfall. A gallon of untreated sewage that enters our waterbodies is a gallon too much. That said, from a practical perspective, North Plant’s daily volume of discharge is much smaller than Main Plant’s. Additionally, it does not process the same volume of peak flows during storm events that Main Plant does. As such, Main Plant is a higher priority to address than North Plant. But ultimately North Plant must also be addressed no later than the revised 2030 schedule.

Dewatering: The dewatering system at Main Plant (this is the system that squeezes out as much water as possible from our sludge so that we can truck a smaller volume to our biosolid reuse/disposal areas) is very aged and needs replacement with modern technology that would remove additional water and likely save on hauling and management costs. That said, with the on-going conversation about the presence of PFAS (“forever chemicals”) in biosolids, the regulatory landscape and the likelihood of alternative strategies for reuse/disposal is unclear. That landscape could alter our choices about the preferred technology to install for our facility. As such, funding for an overhaul of this system is being delayed at least until 2027. Staff are currently evaluating what the “keep it running” costs are but it is currently believed that these could be handled with annual capital funding. The biggest risk with the delay on this decision is the sunken costs (i.e. investing in our current system to keep it running when the plan is to replace it) and the missed opportunity for potential reduction of operating costs that would be achieved with a drier biosolid. There is also some risk that if the regulatory landscape shifts quickly (i.e. if New York stops accepting biosolids at the Grasslands composting facility or - unlikely - Casella landfill stops accepting sludge) Burlington could experience a substantial increase in disposal costs (disposal costs are already 12% of our \$8.9 M in operation expenses). Newer technology that achieves higher water extraction would provide some mitigation to those costs.

North Plant Sewer Siphon: This was one of the first project components of the original September/November plan to be removed from the bonding proposal. This is because the City has been working in close collaboration with FEMA on the evaluation of the long-term climate resilient engineering solution to this vulnerable system. While the City has reasonable confidence in the success of the temporary in-river repair that was implemented in 2023, the City believes that this project should

be eligible for FEMA funds to implement a permanent repair that will not be impacted by future climate change generated flood events. Recent feedback received from FEMA (1/8/2024) indicate that this determination of eligibility is not 100% certain. However, this determination is far from final. Water Resources will continue to keep the Council and stakeholders informed as to the status of this funding. The City is committed to progressing the project and, if necessary, may need to leverage other options for funding the final design (to keep the project moving forward) and construction to ultimately ensure that this portion of our system is resilient to climate change impacts.

RATEPAYER IMPACTS

The current rate model (which is based on best available information but still intended to be conservative) shows a projected 89% rate increase over FY25 – FY30 and 131% increase from FY25 – FY35, which is reduced from the original November proposal. The model is conservative because it does not factor in future development and resulting increased revenue (since this is speculative) nor does it factor in any future grants or higher-than-expected State Revolving Fund participation (since this has not been secured). To be explicit, because there are capital needs (e.g. upgrade of the drinking water plant) that are not currently in the rate model because the project scope has not yet been defined and items that have been postponed (dewatering) – unless there is a significant shift in our debt service (due to increased availability of low interest State Revolving Funds loans or grant funds) the magnitude of rate increases could unfortunately need to increase beyond that currently presented. Attachment B contains additional rate projection data and assumptions, but a tabular summary of the possible monthly and annual impacts to the typical ratepayer (single family home using 400 cubic feet) over the next five years is provided below.

Table 1: Estimated Bill Impacts For Water Resources Customers FY26 – FY30

Rate Period	Rate payer costs for Water, Sewer, Stormwater Services ¹			
	Monthly Bill for Typical Customer ²	Monthly Increase Over Previous Years	Annual Costs	Annual Increase Over Previous Year
FY26 (July 1 2025 - June 30 2026)	\$ 68.34	\$8.99	\$820.08	\$107.87
FY27 (July 1 2026 - June 30 2027)	\$ 78.95	\$10.61	\$947.41	\$127.33
FY28 (July 1 2027 - June 30 2028)	\$ 93.91	\$14.96	\$1,126.91	\$179.50
FY29 (July 1 2028 - June 30 2029)	\$ 103.77	\$9.86	\$1,245.24	\$118.33
FY30 (July 1 2029 - June 30 2030)	\$ 112.09	\$8.32	\$1,345.09	\$99.85
1: Costs include retail charges for water, wastewater and stormwater services. Does not include the City's Franchise Fee (currently 3.5% of water and wastewater charges) which are paid to the City's general fund and do not provide revenue for the utility.				
2: Typical customer is a single family residential customer with a 5/8" meter with a monthly household water usage of 400 cubic feet (2992 gallons)				
3: New rates are effective July 1 of a fiscal year, and will show up on bills received in August for the usage in July.				

Based on these estimates, Burlington's water resources rate payers, whose annual costs are currently less than the median costs of other Vermont and New England communities, will see future costs in the realm of some of the higher costs currently paid by residents in combined sewer communities (Montpelier VT, Portland ME, Portsmouth NH) – See Figure 1. These communities may also be facing rate increases of their own over the forecast period.

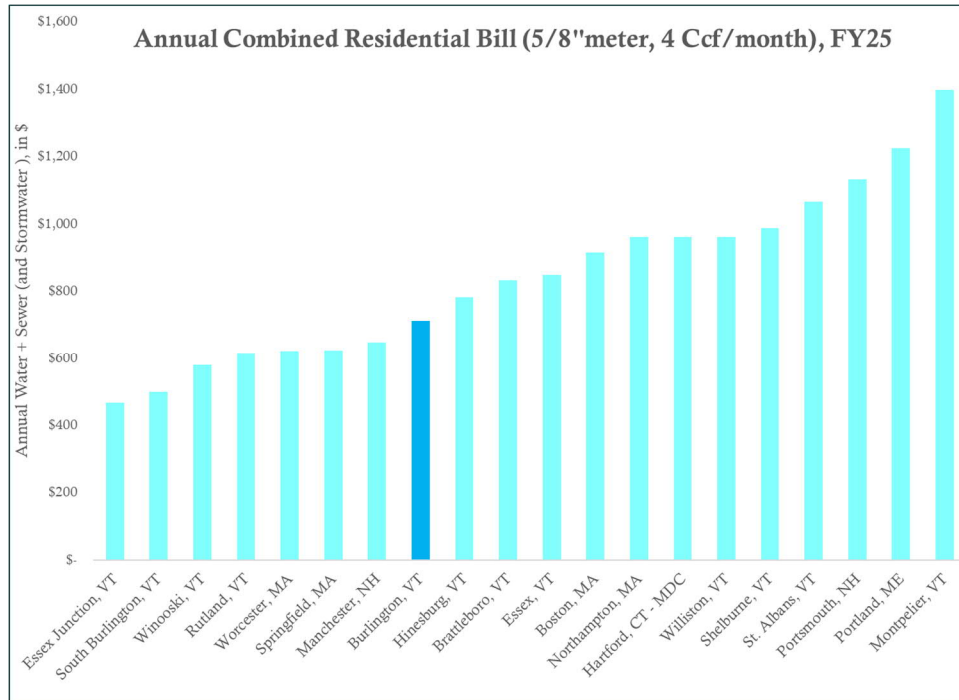


Figure 1: Comparison of FY25 Annual costs for water, sewer and stormwater for communities with publically available rate data in Vermont and New England

Affordability

Water Resources is committed to ensuring that the impact of the needed rate increases is equitable across the various users of the system, particularly as steeper rate increases are needed over the FY26-FY30 period. This includes implementing expanded versions of our current affordability and assistance programs with input from City Council and the public. As mentioned to various stakeholders, and discussed in more depth with the TEUC, nationally the water resources sector is struggling to determine what the appropriate “benchmark” should be for affordability. The current industry standard indicates it is acceptable for users at the Median Household Income to pay up to 4.5% of their income in water, sewer, stormwater bills. At that benchmark, Burlington does not have an affordability “problem,” but staff do not accept that as an appropriate measure of affordability.

In the interim, even without modifications our current Water Resources Assistance Program (WRAP) will continue to provide assistance (discounts on the water and sewer portions of the bill) to income qualified individuals (<https://www.burlingtonvt.gov/339/Assistance-Program>) as rates start to increase in FY26.

Table 2: Estimated Bill Impacts For WRAP qualified Water Resources Customers FY26 – FY30
(See previous table for footnote references)

	WRAP Rate payer costs for Water, Sewer, Stormwater Services ¹			
Rate Period	Monthly Bill for Typical Customer ²	Monthly Increase Over Previous Years	Annual Costs	Annual Increase Over Previous Year
FY26 (July 1 2025 - June 30 2026)	\$ 57.40	\$7.67	\$688.80	\$92.04
FY27 (July 1 2026 - June 30 2027)	\$ 66.36	\$8.96	\$796.32	\$107.52
FY28 (July 1 2027 - June 30 2028)	\$ 78.99	\$12.63	\$947.88	\$151.56
FY29 (July 1 2028 - June 30 2029)	\$ 87.23	\$8.24	\$1,046.76	\$98.88
FY30 (July 1 2029 - June 30 2030)	\$ 94.19	\$6.96	\$1,130.28	\$83.52

WRD is exploring whether or not there are additional simple features that could be easily implemented as early as FY26 including extending the bill discounts to the stormwater portion of the bill for qualified customers or if feasible and fundable, providing assistance to lower income renters who may see increase in their rents as the result of these rate increases. As rates continue to rise over the coming years, it will be important to identify what expansions of the program could be justifiable and feasible to administer, such as providing discounts to other income tiers which don't currently qualify for federal or state assistance (the current surrogate for qualification for WRD's program). The proposed attached resolutions includes specific reference to WRD's commitment to continue work on affordability program enhancements.

MOTIONS:

Board of Finance Actions:

1. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing the placement of a bond request for an amount not to exceed \$20,000,000 for capital improvements and additions to the waterworks system on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."
2. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing placement of a bond request for an amount not to exceed \$152,000,000 for capital improvements and additions to the wastewater and stormwater systems on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."

City Council Actions:

1. "To waive the reading and adopt the attached resolution authorizing the placement of a bond request for an amount not to exceed \$20,000,000 for capital improvements and additions to the waterworks system on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."
2. "To waive the reading and adopt the attached resolution authorizing placement of a bond request for an amount not to exceed \$152,000,000 for capital improvements and additions to

the wastewater and stormwater systems on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."

Attachments:

- A. Water Resources Sustainable Infrastructure Plan Graphic
- B. Water Resources Bonds Financial Summary
- C. Drinking Water Revenue Bond Resolution
- D. Wastewater and Stormwater Revenue Bond Resolution

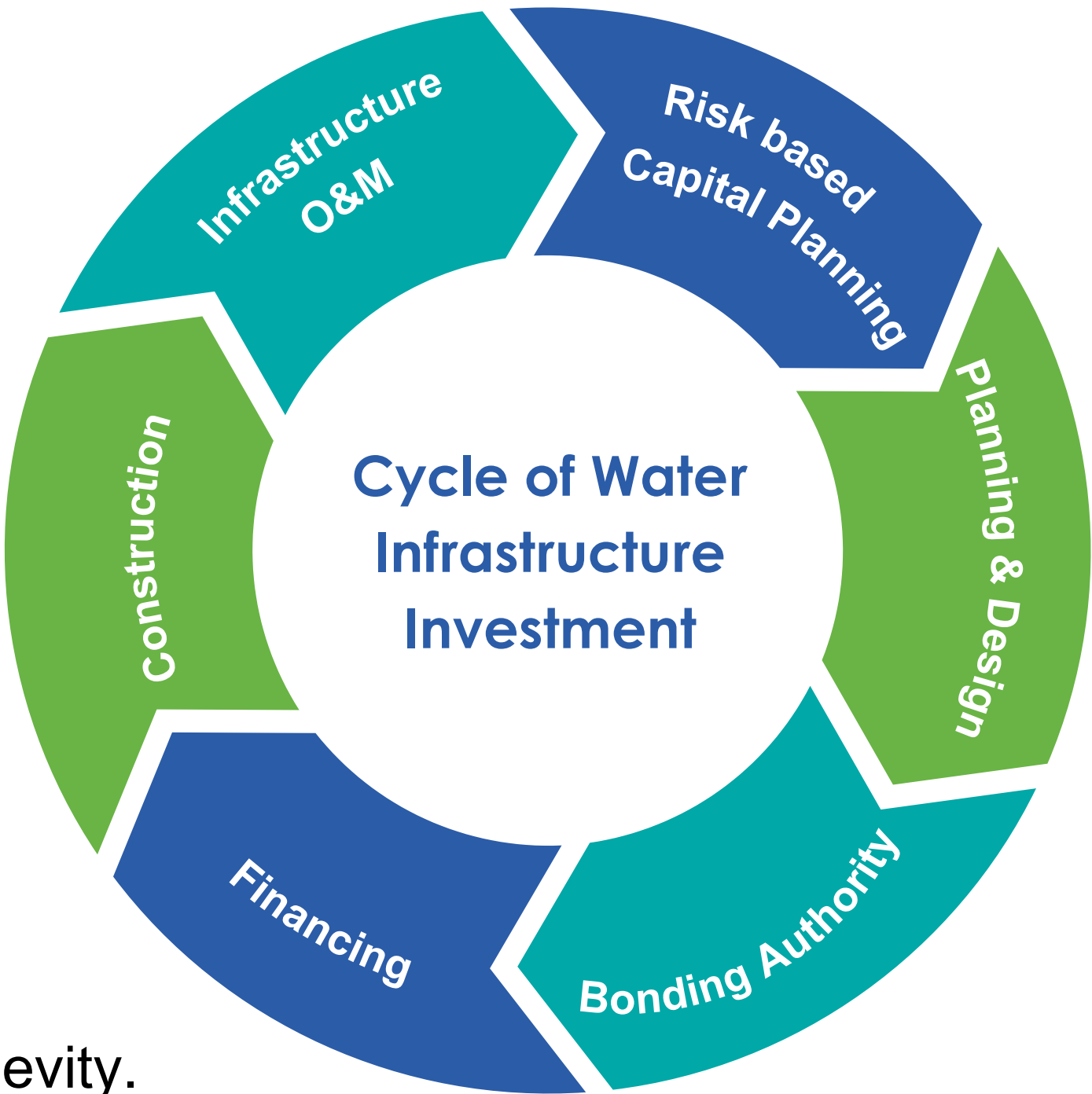
Water Resources

Sustainable Infrastructure Plan: The 2025 LAKE & WATER Bonds

How does this phase of investment fit in with the overall plan?

Due to the ongoing use and age of infrastructure, investment in infrastructure is a continuous cycle consisting of several phases that guide the capital project development pathway:

- 1. **Risk Based Capital Planning:** As infrastructure approaches the end of its useful life, the City’s water resources utility assesses the likelihood and consequence of failure of infrastructure to determine its criticality and the relative priority for replacement.
- 2. **Planning & Design:** The utility works with engineers and the community to plan and design the project and generate cost and rate impact estimates to support requests to the City Council for placement of bonding authority questions on a ballot.
- 3. **Bonding Authority:** The City Council authorizes bonding authority questions to be placed on a ballot. The question must pass by 50% or more (for enterprise funds) in order to authorize the utility to borrow the funds necessary for the proposed project.
- 4. **Financing:** After determining the final up to date construction cost estimate for the project, less any grants awarded, the utility obtains approval from the City Council to apply for State Revolving Fund loans or to sell revenue bonds to fund the projects.
- 5. **Construction:** The City hires contractors to install the project and resident engineers for construction oversight.
- 6. **Operation and Maintenance (O&M):** Public uses infrastructure as intended. Municipality maintains infrastructure to ensure maximum function and longevity.



Stage 0

Construction in 2025

☒ Headworks (all WWTP plants)

Completed

☒ Disinfection systems (all plants)
☒ SCADA software (Main Plant)
☒ Flynn & Fletcher pump stations
☒ 8.64 miles of storm and sewer mains relined or replaced
☒ 9.29 miles of drinking water mains relined or replaced
☒ Old North End and Pine Street CSO stormwater reduction projects

2016 Water and 2018 Clean Water Resiliency Bonds

Stage 1

Main Wastewater Treatment Plant

☒ Highest priority resiliency projects
☒ Capacity upgrades (for growth and East Plant consolidation)
☒ Tertiary phosphorus removal upgrade
☒ Odor reduction, safety and workplace Improvements
☒ Generator & building improvements

Wastewater and Stormwater Collection System

☒ Pine St CSO reduction strategies
☒ Satellite pump station improvements (next 3)
☒ Stormwater outfalls repairs
☒ Risk-based storm & sewer improvements

Drinking Water Improvements

☒ Key Water Treatment Plant resiliency projects
☒ New reservoir pump station and building structural upgrade
☒ Risk-based water distribution mains renewal
☒ Emergency water supply interconnects

2025 LAKE (\$152M) and WATER (\$20M) Bonds

Stage 2

East and North Wastewater Treatment Plants

☐ Consolidation of East Plant to Main Plant: including new force main and conversion of East WWTP to a pump station
☐ Highest priority resiliency projects at North Plant
☐ Dewatering (TBD)

Drinking Water Plant

☐ Drinking Water Treatment Plant high priority comprehensive resiliency and upgrade projects (TBD 2025-2026 study)

2027 LAKE and WATER Bonds

Stage 3+

Wastewater Plants

☐ Remaining resiliency/renewal needs at Main and North plants

Wastewater and Stormwater Collection System

☐ Remaining sat. pump station improvements
☐ Risk-based storm & sewer mains improvement
☐ Stormwater outfall improvements

Drinking Water

☐ Water Plant additional upgrades (as needed)
☐ Risk-based water main renewal

Future Bonds and/or Charter Borrowing Authority



2025 WATER and LAKE BONDS

Financial Details

Bond Request \$ Breakdown

The Burlington Water Resource Division of the Department of Public Works is requesting the the City Council authorize placement of two bond questions on the March 2025 town meeting day ballot:

- Authorization of up to \$20 million for drinking water infrastructure ([WATER bond](#))
- Authorization of up to \$152 million for wastewater and stormwater infrastructure ([LAKE bond](#))

These amounts are derived from preliminary engineering and staff generated cost estimates. Earlier (November 12, 2024) original bond proposals were larger (\$21M and \$218M) but due to community and City Council feedback, among other reasons, the amount proposed for 2025 has been finalized to focus on the highest priority items (Stage 1) that need to happen earliest in the 2025 - 2030 capital plan. However, given that the scope of need has not changed, additional bonding authority will be needed as early as 2027 (Stage 2). A high-level break down of bond needs by project type is provided below. A list of additional funding needs is provided on page 2, along with a conservative estimate of the impact of this borrowing on water resources bills.

WATER bond (Stage 1)	Estimated Cost	Total 2025 WATER Bond
Drinking Water		\$ 20,000,000
Reservoir Upgrade Project	\$ 9,750,000	
Water Treatment Plant Resiliency	\$ 3,000,000	
Water Mains Renewal	\$ 7,250,000	

LAKE Bond (Stage 1)	Estimated Cost	Total 2025 LAKE Bond
Wastewater		\$ 152,000,000
Main Wastewater Plant Upgrades	\$ 127,000,000	
Satellite Pump Stations (Penny Lane, Crescent and Proctor Place)*	\$ 3,000,000	
Sewer Main Renewal*	\$ 2,000,000	
Combined Sewer Overflow Reduction (Sewer Separation)	\$ 6,000,000	
Stormwater		\$ 14,000,000
Combined Sewer Overflow Reduction (Tank)	\$ 8,000,000	
Stormwater Main Renewal	\$ 2,000,000	
Outfall Rehabilitation	\$ 4,000,000	

* Additional Sewer Main Renewal and Pump Station work will be funded with non-financed capital funding to come from the reserves that will be generated over time as part of the annual debt ratio coverage requirements (bond covenant requirement).

Additional Future Funding Needs

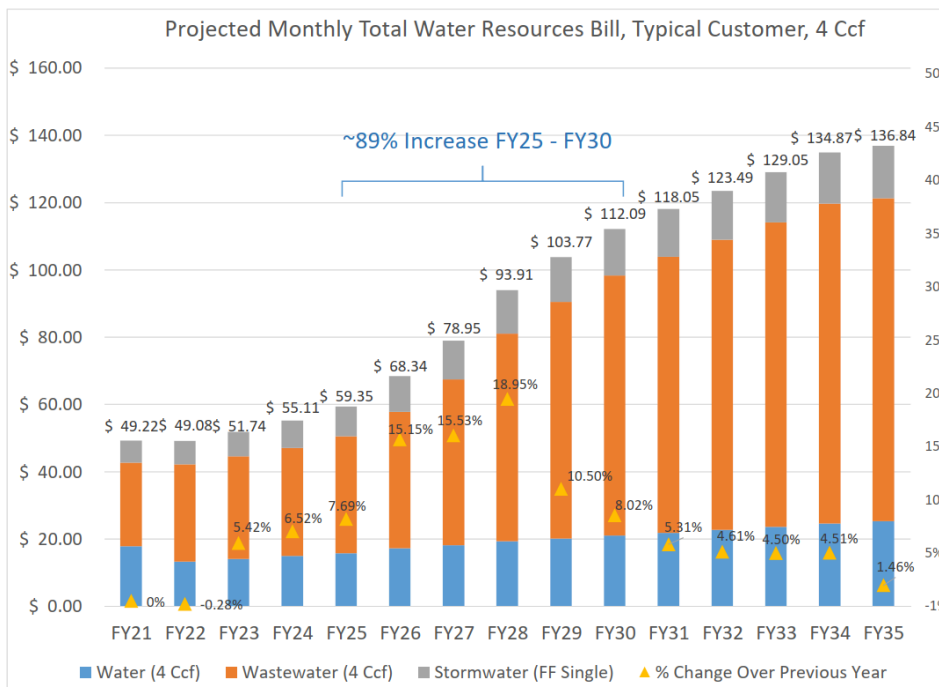
As mentioned on the first page, there are a number of critical projects and known needs which are not included in the 2025 WATER and LAKE Bonds and which may need to appear on a ballot as early as 2027. These are outlined below. Where the timing and \$ magnitude is known, the borrowing needs have been included in the current 2026-2035 rate/bill impacts model.

Projects Not Included in 2025 Bond ¹	Current Estimated Cost	Rationale for addressing later	Include in FY26-FY35 Rate Impact Projection
East Plant Consolidation	\$ 25,000,000	Construction scheduled for 2028; success of grants for Stage 1 may reduce ultimate bond need.	Yes
North Plant WWTP High Priority Upgrades	\$ 13,662,000	Construction scheduled for 2030; success of grants for Stage 1 may reduce ultimate bond need	Yes
North Plant Sewer Siphon	\$ 14,000,000	Eligible for FEMA funding	No
Dewatering Upgrade	\$ 8,700,000	Regulatory landscape for biosolids management unclear; wait for clearer picture to select best technology (costs could change depending on timing and regulations)	No
Remainder of Main and North Plant Renewal (Stage 3) ²	\$ 60,000,000	Items that can wait until ~2030; bidding environment for Stage 1 and grants may reduce this #	No
Additional Satellite Pump Station Renewal ²	\$ 7,100,000	Next round of Pump Station Renewal projects; condition of remaining 5 stations needing age related upgrades will be monitored and phased as necessary.	No
Comprehensive Water Plant Upgrade	TBD	Pending completion of preliminary engineering study for entire WTP (2025-2026)	No
Additional Storm and Sewer Renewal	TBD	Wastewater will be able to fund some renewal with annual capital funding generated due to debt coverage requirements. Additional work also pending a collection system master plan which may identify needed capacity upsize requirements	No
Additional Water Main Renewal	TBD	Additional work pending a distribution system master plan which may identify needed capacity upsize requirements.	No

Note 1: This is a list of known project needs, some of which were included in previous bond proposals. Additional projects maybe needed due to quicker than anticipated failure rates or regulatory changes.

Note 2: These cost estimates are in 2025 dollars. Future costs will likely be higher due to inflation depending on the timing of the project.

Rate and Bill Impacts



Additional revenue will need to be raised from ratepayers through the water resources (water, sewer, stormwater) bills in order to pay the bond debt back over time. Utility services are funded entirely by utility bills and are not supported by taxes. The bill impacts (for a typical customer) presented here are intended to be a **conservative estimate** (based on best available assumptions) as they do not included any potential grant funding that could be secured by the City as the projects develop or additional revenue from growth. Bond impacts ramp up through FY2034, with the steepest rate increases in FY26-FY30.

Water Resources currently has affordability programs to ensure that eligible customers can afford these essential services and plans on evaluating options for expanding these programs in cooperation with the City Council.

Board of Finance and City Council Submission Checklist

Department: DPW-Water Resources Submitter: Megan Moir/Chapin Spencer

Title/Subject: Authorization for Annual City Meeting Ballot Items: 1) WATER Bond and 2) LAKE Bond

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	1/27/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	1/21/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	1/22/2025	Erin Jacobsen
Board/Commission, if required	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	1/22/2025	Erik Ramakrishnan; Thomas Melloni (bond counsel for resolutions)
CAO has reviewed budget, financing, and memo	Yes	1/22/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	N/A	Click or tap here to enter text.
Draft Resolution or Motion?	Yes	Reviewed by bond counsel
If for submission to Council, are sponsors identified?	N/A	Click or tap here to enter text.

Burlington Water Resources

Town Meeting Day

WATER and LAKE Bond

Ballot Item Request

January 27, 2025



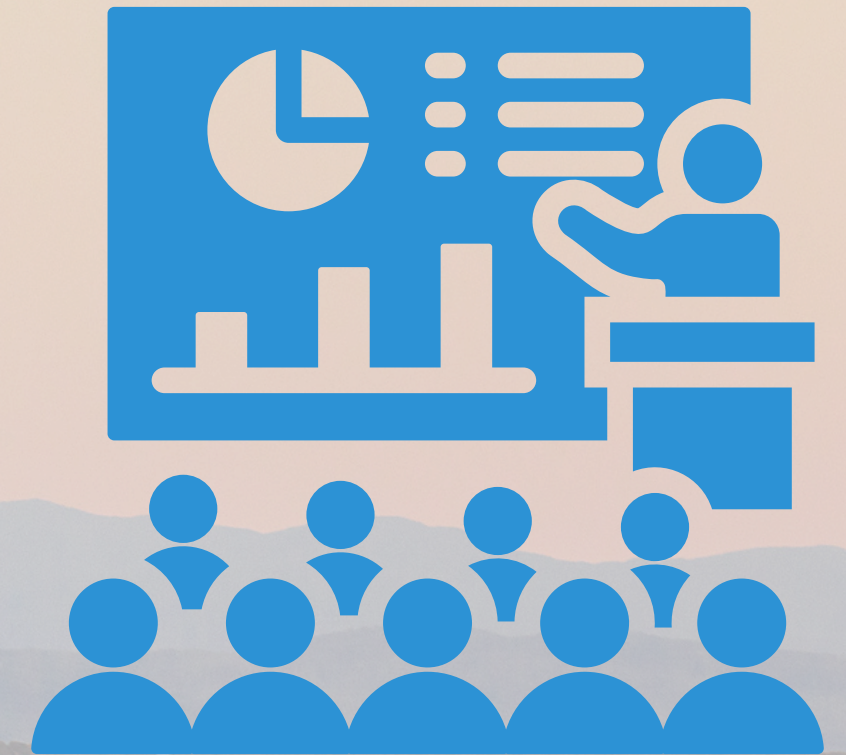
2025-2028: HOW MUCH \$?

System	Estimated Total Bond Need	Final Cost Determination
Drinking Water	\$21 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204 M	Final due diligence on WWTP costs; FEMA availability for River Siphon; Community Change Grant success; Determination of other funding for City Transportation Projects
Stormwater	\$14 M	Pine Street CSO reduction final cost; Community Change Grant success; Determination of other funding for City transportation projects

PUBLIC ENGAGEMENT

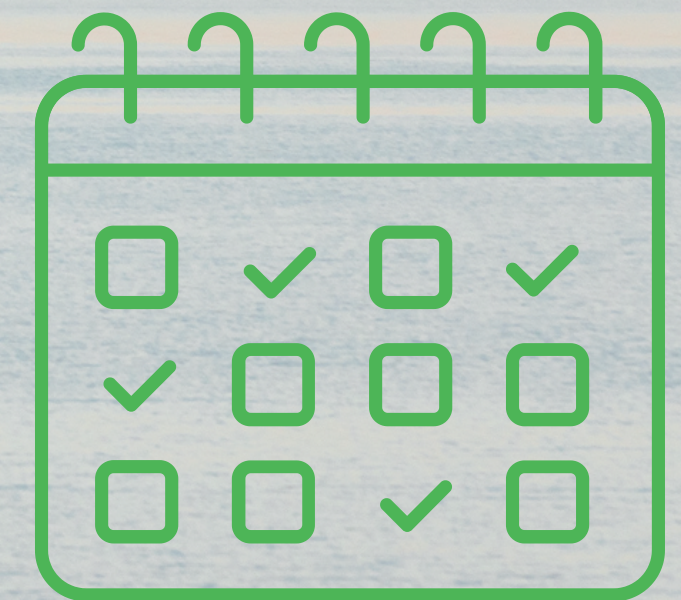
Leading up to January 27, 2025 City Council Meeting:

- Neighborhood Planning Assemblies
- Multiple Wastewater Treatment Plant Tours
- Waterfront Action Group of Burlington Business Association
- DPW Commission
- Transportation, Energy and Utilities Committee (TEUC)
- City Council
- January 6, Town Hall Meeting
- TV and Print Media
- Social Media
- Virtual Wastewater Treatment Plant Tour



Now until Town Meeting Day:

- More NPAs!
- Town Meeting TV
- Social Media
- Citywide post card with link to the informational website (prior to mailed ballots)

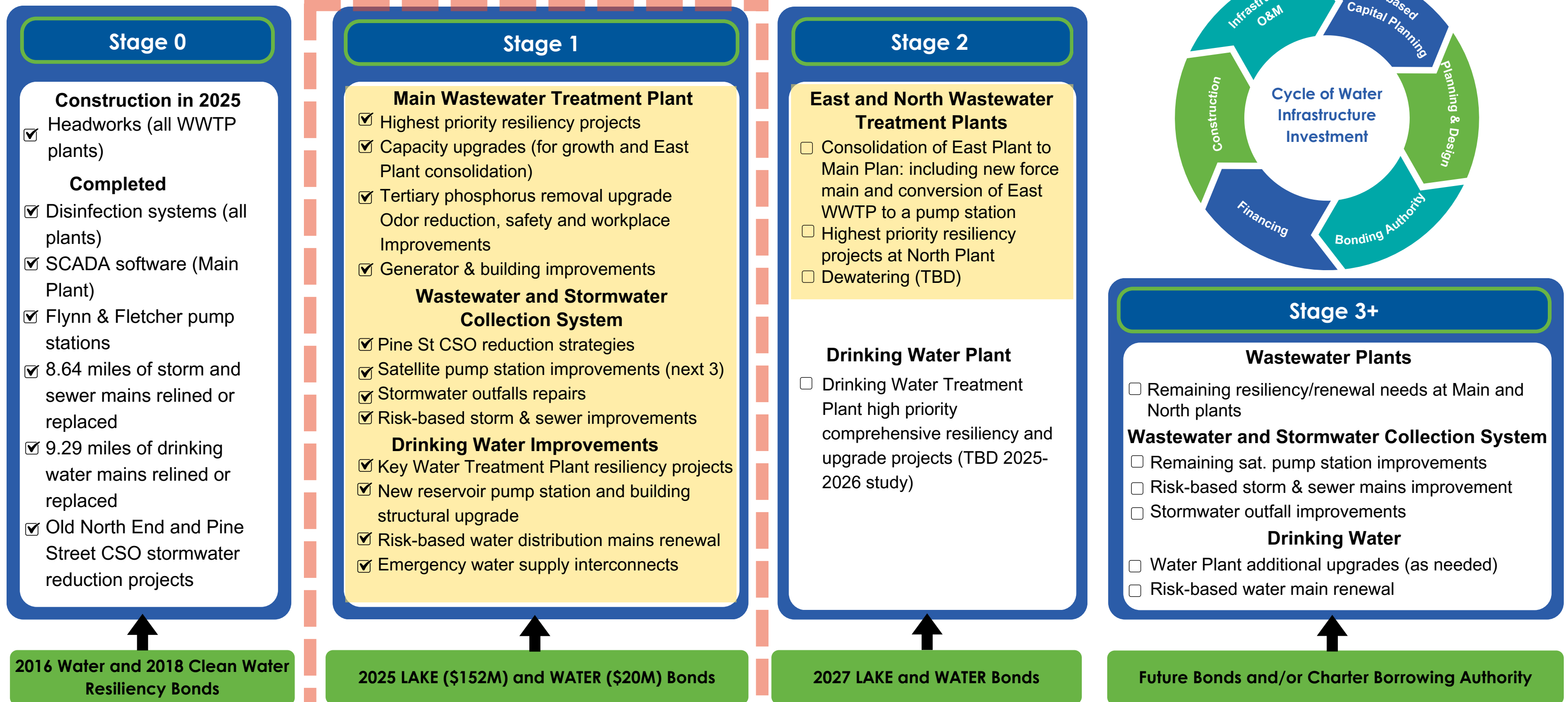


Water Resources

Sustainable Infrastructure Plan: The 2025 LAKE & WATER bonds

Original November Bond Proposal

How does this phase of investment fit in with the overall plan?



2025
Lake & Water Bonds

HOW DID THE \$ DECREASE?

Memo details the risk and rationale of postponing certain items.
Below also forecasts additional scope items and costs where available.

Projects Not Included in 2025 Bond ¹	Current Estimated Cost	Rationale for addressing later	Include in FY26-FY35 Rate Impact Projection
East Plant Consolidation	\$ 25,000,000	Construction scheduled for 2028; success of grants for Stage 1 may reduce ultimate bond need.	Yes
North Plant WWTP High Priority Upgrades	\$ 13,662,000	Construction scheduled for 2030; success of grants for Stage 1 may reduce ultimate bond need	Yes
North Plant Sewer Siphon	\$ 14,000,000	Eligible for FEMA funding	No
Dewatering Upgrade	\$ 8,700,000	Regulatory landscape for biosolids management unclear; wait for clearer picture to select best technology (costs could change depending on timing and regulations)	No
Remainder of Main and North Plant Renewal (Stage 3) ²	\$ 60,000,000	Items that can wait until ~2030; bidding environment for Stage 1 and grants may reduce this #	No
Additional Satellite Pump Station Renewal ²	\$ 7,100,000	Next round of Pump Station Renewal projects; condition of remaining 5 stations needing age related upgrades will be monitored and phased as necessary.	No
Comprehensive Water Plant Upgrade	TBD	Pending completion of preliminary engineering study for entire WTP (2025-2026)	No
Additional Storm and Sewer Renewal	TBD	Wastewater will be able to fund some renewal with annual capital funding generated due to debt coverage requirements. Additional work also pending a collection system master plan which may identify needed capacity upsize requirements	No
Additional Water Main Renewal	TBD	Additional work pending a distribution system master plan which may identify needed capacity upsize requirements.	No

Note 1: This is a list of known project needs, some of which were included in previous bond proposals. Additional projects maybe needed due to quicker than anticipated failure rates or regulatory changes.

Note 2: These cost estimates are in 2025 dollars. Future costs will likely be higher due to inflation depending on the timing of the project.

TOWN MEETING DAY 2025: HOW MUCH \$?

System	Final TMD 2025 Bond Request	Final <u>Cost/Borrowing</u> Determination
Drinking Water	\$21M \$20 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204M \$138 M	Final due diligence on WWTP costs; Determination of other funding for City Transportation Projects; Pollution Control Grants; NRBC grant; Pine Street CSO sewer separation final cost
Stormwater	\$14 M	Pine Street CSO reduction final cost; Determination of other funding for City transportation projects; Pollution Control Grants

\$152 M

CONTINUED OVERSIGHT AND UPDATES FOR THE WASTEWATER PLANT PROJECT

- Updates to Council and other public bodies at:
 - 90% Preliminary Engineering
 - 30% Final Design
 - 60% Final Design
 - 90% Final Design
- Comprehensive Peer Review of 60% Final Design and update to be provided to Council, well in advance of bidding of the project
- Update on or by August 4, 2025 on feasibility of using Construction Management at Risk (CMAR) methodology for construction phase



WORKING TO REDUCE THE IMPACT ON RATEPAYERS

- **Pursuit** of grants
 - Congressionally Delegated Spending (Reservoir Project on list for \$1 M)
 - Pursuit of Pollution Control Grant funding
 - Working with Legislature to increase Pollution Control Grant availability
 - Northern Borders Regional Commission (\$1 - \$3M)
- **Explore** Water Investment Finance and Infrastructure Act (WIFIA)
 - Lots of paperwork, but generally lower interest rates than bonds
- **Improve** Vermont State administration and legislative awareness about infrastructure funding gaps
 - Meeting with State Legislative delegation
 - Meetings with Vermont ANR Secretary and DEC Water Investment Division
 - Met with State Treasurer's office
 - **Ensuring sufficiency** of SRF (low interest, 2%) financing
 - **Increasing availability** of SRF financing

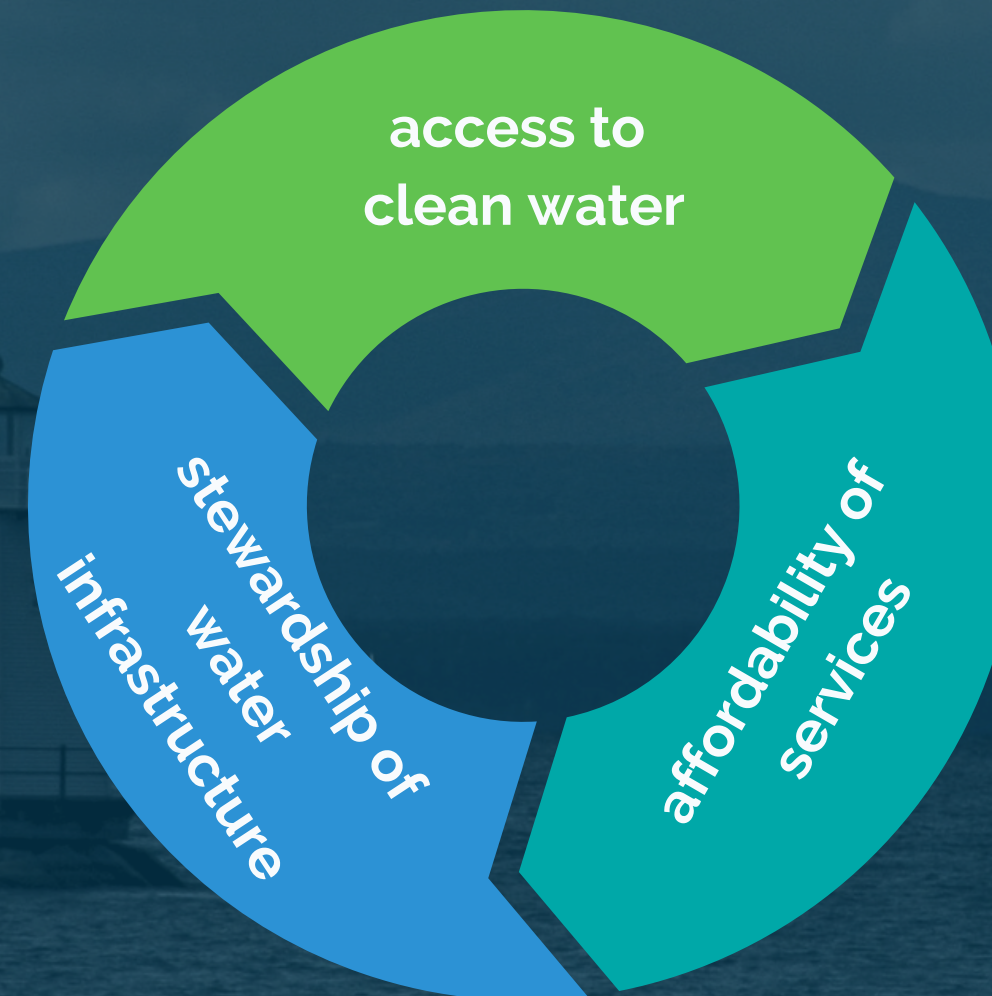


CURRENT RATEPAYER AFFORDABILITY MEASURES

"...an affordable water bill is one that the household can regularly and successfully pay on time without compromising its ability to meet other essential needs." (NRDC Water Affordability Advocacy Toolkit)



- **Fixed Fee Waiver**
 - Low-income
 - 65+
 - Non-Profit Housing Organization
- **Rebates**
 - Sewer lateral inspections
 - WaterSense fixtures



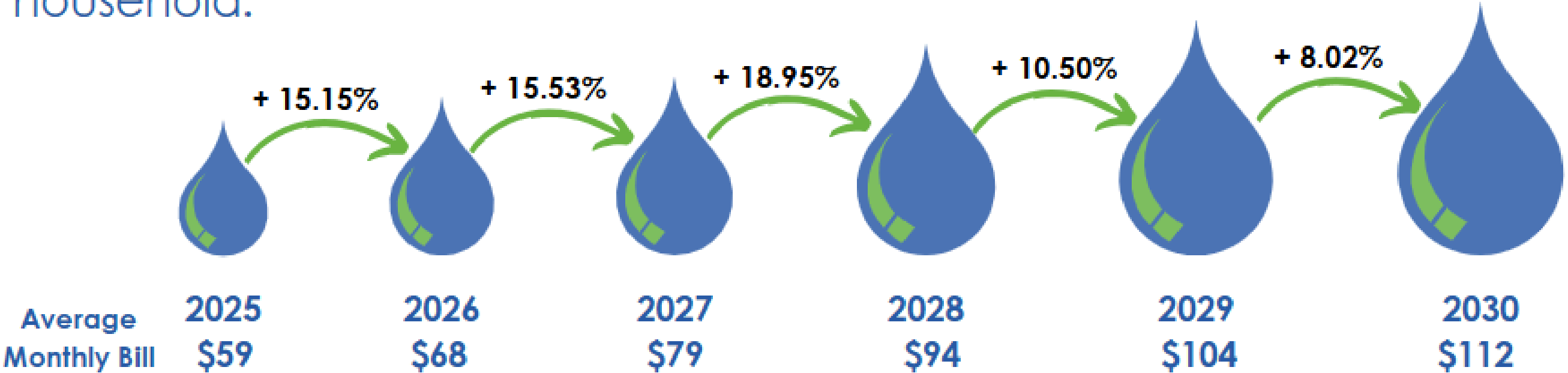
RATE STRUCTURE ADJUSTMENTS

- **Lifeline** rate tier on water side
- **User class**-based rates

Water Resources will work with City Council to develop additional affordability and assistance programs for implementation prior to significant debt issuance.

How will rates be affected?

Based on current forecasts, we estimate that water resources bills could increase up to 89% between 2025 and 2030. This would happen over a series of annual increases, and would look like this for a typical single family household.



Bill estimates are for a single family home with a 5/8" meter using 400 cubic feet a month. Does not include the current 3.5% franchise fee assessed by the City on water and sewer charges.



Rate (%) increases are currently anticipated to be similar for other customer classes, with the exception of FY26 in which customer with private fire protection would have a slightly higher rate increase due to the last year of a 5 year phase in of that charge.

SUMMARY

- Request for ballot items in March 2025 for
 - Up to \$20M **WATER** bond
 - Up to \$152M **LAKE** bond
- Capital investment is necessary for a resilient Burlington with capacity for growth and a healthy Lake Champlain
- Typical residential bill forecasted to increase up to 89% over next 5 years

Water reliability

Advancing water main replacement

Treatment plant improvements

Emergency supply contingency

Reservoir upgrades

Leverage modern technology

Advance & repair key infrastructure

Keep our federal & state commitments

Enhance water quality & worker safety

THANK YOU. QUESTIONS?

Megan Moir
Division Director Water Resources
mmoir@burlingtonvt.gov

Martin Lee
Water Resources Engineering Manager
mlee@burlingtonvt.gov

Chapin Spencer
DPW Director
cspencer@burlingtonvt.gov

<https://burlingtonvt.gov/2025waterbonds>



Resolution Relating to

MARCH 4, 2025 – ANNUAL CITY MEETING ISSUANCE
OF REVENUE BONDS FOR WASTEWATER AND
STORMWATER UTILITY PROJECTS

RESOLUTION 8.8
Sponsor(s): Bd. of Finance
Introduced: 01/27/2025
Referred to: _____
Action: Adopted
Date: 01/27/2025
Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....
Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City, acting through the Water Resources Division of the Department of Public
2 Works, has identified needs for various capital improvements to its wastewater, stormwater and pollution
3 control system, including capital improvements to its treatment plants and collection systems as part of Stage
4 1 of the Water Resources Sustainable Infrastructure Plan; and

5 WHEREAS, the City has determined that the costs of such improvements are too great to be paid out
6 of the ordinary annual income and revenue of the Wastewater and Stormwater enterprise funds and that it will
7 be necessary to incur indebtedness to fund the costs of such capital improvements; and

8 WHEREAS, the improvements will benefit ratepayers and City residents; and

9 WHEREAS, the City expects that a total of \$152,000,000 will be the estimated costs required to make
10 these Stage 1 capital improvements with approximately \$138,000,000 for the wastewater system and
11 approximately \$14,000,000 for the stormwater system; and

12 WHEREAS, while the Division’s existing rate affordability framework (enacted by City Council in FY22),
13 includes a bill discount program that will assist qualified customers with the impact of rate increases, the
14 Division commits to evaluating the need and mechanisms for expansions and enhancements of the
15 affordability program to 1) ensure that all customers are able to regularly and successfully pay their water
16 resources bill on time and without compromising their ability to meet other essential needs and 2) to
17 evaluating the need and mechanism for the establishment of an indirect assistance program to offset the impact
18 of water resources rate increases on rents; and

19 WHEREAS, the City Charter and other applicable law provides that, with at least a majority vote of
20 the City’s voters, the City shall have the authority to issue bonds, from time to time, for the purpose of
21 financing the cost of any improvement to the City’s public utility systems and revenue generating facilities,
22 including the City’s wastewater system and the City’s stormwater system, with such bonds payable from the
23 revenues of such public utilities and facilities; and

24 WHEREAS, the Board of Finance, at its January 27, 2025 meeting has approved and recommended
25 that the City Council advance the proposed revenue bonding for wastewater and stormwater system

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

.....
.....
.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

improvements for City-wide consideration and a public vote at the Annual City Meeting to be held on March 4, 2025; and

WHEREAS, the proposed financing of such capital improvements may be through a public or private issuance of bonds or notes, issuance through the Vermont Municipal Bond Bank, through the State of Vermont environmental revolving loan fund, or any combination of these sources, and may be done in one or more series over multiple years; and

WHEREAS, while there is a critical need for improvements to the City’s wastewater, stormwater and pollution control system, the City Council also acknowledges the significant size of the requested investment and the fact that the third party peer review commissioned by the City of the 60% Preliminary Engineering Reports (PERs) for wastewater upgrades noted, among other findings, that: (1) the general details provided in the PERs did not yet allow for a “granular review” of actual cost estimates, (2) “the costs provided are very conservative,” and (3) the “City should consider a Construction Manager at Risk (CMAR) approach, a project delivery method that involves a construction manager (CM) who is responsible for keeping construction costs within a guaranteed maximum price (GMP)”; and

NOW, THEREFORE, BE IT RESOLVED that the following question shall be placed on the ballot of the Annual City Meeting to be held March 4, 2025:

“Shall the City be authorized to issue revenue bonds or notes in one or more series, in a principal amount not to exceed \$152,000,000 in the aggregate, to be issued pursuant to the City Charter and subchapter 2 of Chapter 53 of Title 24, Vermont Statutes annotated, on behalf of the Water Resources Division of the Department of Public Works and payable only by the net revenues of the wastewater system and stormwater system, as may be determined by the City Council, for the purpose of paying for (i) capital additions and improvements to the City’s wastewater and stormwater systems, including the City’s wastewater treatment plants, pump stations and collection system, the stormwater treatment and collection system, combined sewer overflow mitigation projects, stormwater outfall rehabilitation, and (ii) funding a debt service reserve fund and paying costs of issuance?”

Estimated total Project Costs for Wastewater System: \$138,000,000

Estimated total Project Costs for Stormwater System: \$14,000,000

City Share of Total Costs: \$152,000,000

; and

BE IT FURTHER RESOLVED that given the size of the investment in the wastewater treatment plant portion of the project, the Water Resources Division will provide updates to the City Council on the status of

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

.....
.....
.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

final design and project cost estimates at the 30%, 60% and 90% final design milestones and will produce a comprehensive third party review of the 60% Final Design to provide to the City Council, well in advance of proceeding to the bid phase for the project; and

BE IT FURTHER RESOLVED that on or before August 4, 2025, the Water Resources Division will provide the City Council an update on whether it intends on adopting the Construction Manager at Risk (CMAR) approach recommended by the third party peer review of the 60% PERs for wastewater upgrades, and will further report on any other steps it intends to take to provide the greatest value to this project and reduce construction costs; and

BE IT FURTHER RESOLVED that in addition to bond financing, the Water Resources Division will pursue all reasonable options for securing new funding for bonded projects from sources other than Burlington ratepayers, between now and the completion of the bonded projects, including by, but not limited to, focusing on available State or Federal funding, and grant monies.

TM/Resolutions 2025/Name the Resolution
1/27/25

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

DPW - Water Resources

ORIGINAL

RESOLUTION RELATING TO

MARCH 4, 2025 -- ANNUAL CITY MEETING
ISSUANCE OF REVENUE BONDS FOR
WASTEWATER AND STORMWATER UTILITY PROJECTS

Adopted by the City Council

January 27, 2025

B. J. Kelly Clerk

Approved *Jan 29*, 2025

Chris G. Hays Mayor

Attest:

Lori Olberg

Lori Olberg
Licensing and Records Coordinator

Vol. Page

* * * * *

Resolution Relating to

MARCH 4, 2025 – ANNUAL CITY MEETING ISSUANCE
OF REVENUE BONDS FOR DRINKING WATER UTILITY
PROJECTS

RESOLUTION_____

Sponsor(s): Bd. of Finance
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City, acting through the Water Resources Division (WRD) of the Department of
2 Public Works, has identified needs for various capital improvements to its drinking water reservoir and pump
3 station, the water treatment plant, and the distribution system, including capital improvements to water mains,
4 hydrants and valves as part of Stage 1 of the Water Resources Sustainable Infrastructure Plan; and
5 WHEREAS, the City has determined that the costs of such improvements are too great to be paid out of the
6 ordinary annual income and revenue of the Water enterprise fund and that it will be necessary to incur
7 indebtedness to fund such capital costs;

8 WHEREAS, the improvements will benefit ratepayers and City residents; and

9 WHEREAS, the City expects that a total of \$20,000,000 will be required to make these Stage 1 capital
10 improvements of the Water Resources Sustainable Infrastructure Plan; and

11 WHEREAS, while the Division’s existing rate affordability framework (enacted by City Council in
12 FY22), includes a bill discount program that will assist qualified customers with the impact of rate increases,
13 the Division commits to evaluating the need and mechanisms for expansions and enhancements of the
14 affordability program to 1) ensure that all customers are able to regularly and successfully pay their water
15 resources bill on time and without compromising their ability to meet other essential needs and 2) to
16 evaluating the need and mechanism for the establishment of an indirect assistance program to offset the impact
17 of water resources rate increases on rents; and

18 WHEREAS, the City Charter and other applicable law provides that, with at least a majority vote of
19 the City’s voters, the City shall have the authority to issue bonds, from time to time, for the purpose of
20 financing the cost of any improvement to the City’s public utility systems, including the City’s drinking water
21 system, with such bonds payable from the revenues of such public utilities; and

22 WHEREAS, the Board of Finance, at its January 27, 2025 meeting has approved and recommended
23 that the City Council advance the proposed revenue bonding for the waterworks system improvements for
24 City-wide consideration and a public vote at the Annual City Meeting to be held on March 4, 2025; and

WHEREAS, the proposed financing of such capital improvements may be through a public or private issuance of bonds or notes, issuance through the Vermont Municipal Bond Bank, through the State of Vermont environmental revolving loan fund, or any combination of these sources, and may be done in one or more series over multiple years;

NOW, THEREFORE, BE IT RESOLVED that the following question shall be placed on the ballot of the Annual City Meeting to be held March 4, 2025:

“Shall the City be authorized to issue revenue bonds or notes in one or more series, in a principal amount not to exceed \$20,000,000, to be issued pursuant to the City Charter and subchapter 2 of Chapter 53 of Title 24, Vermont Statutes annotated, on behalf of the Water Resources Division of the Department of Public Works and payable only by the net revenues of the waterworks system for the purpose of (i) paying for capital additions and improvements to the waterworks system, including the City’s drinking water reservoir and pump station, the drinking water treatment plant, underground pipe and water distribution system, and (ii) to fund debt service reserve funds and pay costs of issuance?”

Estimated total Project Cost: \$ 20,000,000;

City Share of Costs: \$20,000,000.



Burlington Water Resources Division
Megan J. Moir, Division Director
235 Penny Lane | P.O. Box 878
Burlington, VT 05401
(802) 863-4501
mmoir@burlingtonvt.gov

To: Board of Finance/City Council
From: Megan Moir, Division Director Water Resources
Cc: Chapin Spencer, DPW Director
Date: January 27, 2025
Subject: Water Resources Bonds: Request for Ballot Items

The Water Resources Division (WRD) of the Department of Public Works seeks authorization, through the attached resolutions, for the addition of a two bonding authority requests to the March 4, 2025 Annual City Meeting ballot for consideration by the voters of Burlington: 1) for the WATER bond, not to exceed \$20 million for the drinking water system and 2) for the LAKE bond, not to exceed \$152 million for the wastewater and stormwater systems.

BACKGROUND

Bonding is necessary when the City needs to perform a project which is of a cost magnitude that is too great to fund with annual capital budgets and when those costs thus need to instead be financed. While it does incur additional borrowing costs (interest or other fees) it allows for the payment on the investment to be spread out over the life of the asset – being either 20, 30 or in some cases with pipes and other structures, 40 years – and for those costs to be paid for through a combination of rates and impact fees over that time period. Voter approval of bond proposals provides the City Council the authority needed for them to approve the issuance of bond or execution of loans from the State – as such, a bond vote is only the first step in advancing these projects, with the City Council ultimately providing the final approval for when and at what magnitude these bonds and loans are issued.

Burlington's drinking water, wastewater and stormwater systems provide essential services to the Burlington's residents, businesses and visitors. Recent capital investments, made possible by support of voters in 2016 (\$8.34M Water Bond) and 2018 (\$30M 2018 Clean Water Bond for wastewater and stormwater) have made initial necessary improvements but more investment is needed to ensure the resiliency of these systems for both current and future (with expanded housing) Burlington and in order to protect Lake Champlain from wastewater and stormwater pollution and excess phosphorus. Prior to these smaller 2016 and 2018 bonds, the last time the City bonded for water resources work was in 1984 on the drinking water side and in the early 1990s for the Wastewater system. A current summary of the Water Resources Sustainable Infrastructure Plan is provided as Attachment A and provides details on work completed with the 2016 and 2018 bonds (Stage 0) as well as the work proposed under this 2025 bond (Stage 1) and future bonding packages (Stage 2 and 3).

2025 WATER Bond: Drinking Water System Needs (\$20 million)

The drinking water or WATER bond includes a number of proposals aimed at shoring up one of our highest risk systems, the reservoir pump station and our drinking water reservoir system, while also

providing initial funding to update several systems at the drinking water plant and continuing to provide necessary funding for replacement or renewal of the drinking water mains throughout the City.

Reservoir Improvements Project (\$9.75M): The City's 7 million gallon (MG) reservoir and reservoir pump station are critical components of the City's drinking water infrastructure. The reservoir storage structure provides daily demand management and emergency storage for the entire City. The reservoir pump station is responsible for pumping water to the City's two elevated storage tanks which provide the water pressure necessary for portions of the City generally to the east of Willard Street, including the University of Vermont Medical Center. Without these pumps (which can also pump directly during elevated tank maintenance), the City is unable to provide water to properties at these upper elevations, including the hospital, which is the region's only Level I trauma center. For the reservoir itself, this project will replace the reservoir roof, as well as complete various site improvements such as replacement of the Main Street retaining wall and security upgrades that are needed due to the increase in the number of property intrusions.

Drinking Water Treatment Plant Resiliency (\$3M): The drinking water plant was last upgraded in 1984. Starting in early 2025, the City will be conducting a comprehensive evaluation of the treatment plant including the raw and finished water pumping systems. The results from that evaluation will inform future bond requests for drinking water investment, potentially as early as 2027. In the interim, there are several projects that are of such a high priority from a resiliency standpoint and whose completion is anticipated to be compatible with future upgrades that they are being advanced in these next 2-3 years. This includes: installation of an emergency generator sufficient to support water production, replacement of chemical feed lines which have failed in our raw water intake pipe, re-establishment of the plant's secondary finished water pumping system which will allow for necessary maintenance and capital work to occur (not currently possible) on the plant's 100+ year old main clearwell tank and also provide additional resiliency to our primary finished water pumping system which has points of failure that cannot be addressed without this mechanism to ensure uninterrupted water supply. Lastly, in case of a significant, extended emergency (beyond the 24 hours available in the reservoir), while there is an adjacent water system (Champlain Water District) that could provide some water supply – the City does not have infrastructure in place to support this interconnect in a manner that could be easily implemented. A portion of this resiliency funding will go to installing appropriate interconnect infrastructure on the high and low service.

Distribution System (Water Mains) Renewal/Replacement (\$7.25M): The City's system of approximately 130 miles of water pipe still needs continued replacement/renewal to prevent water main breaks from destroying newly paved street surfaces and disrupting water service to residences and businesses. Based on the most recent analysis, approximately 46% of pipes are older than 75 years and 22% are older than 100 years old. The typical useful life of a water main is 75 years old, though longevity can be reduced or increased depending on soil conditions, pipe material and manufacturing era, and installation methods. In particular, water resources must be prepared to fund replacements or upgrades for projects such as the Cherry Street project in the event that there are not sufficient grant funds to complete the subsurface utility work. This holds for other transportation system driven projects (paving projects and the Winooski Bridge) where leaving subsurface utility work un-addressed can result in significant damage to the surface treatments if a water main breaks in the subsequent years. While this tranche of funding is primarily focused on risk-related main replacements or relining, funding may also be used to perform targeted water valve replacements or upgrades to resolve identified distribution deficiencies.

Future water work

The above funding is meant to bridge the needs for the capital needs for the next 3-4 years. WRD is performing more in-depth assessments of the drinking water plant and distribution system to guide the next wave of investments (Stage 2 and 3). A request for the additional bonding needed for Stage 2 is anticipated as early as 2027. The 40-year-old drinking water plant is due, at a minimum, for a comprehensive refurbishment – but the evaluation will also examine the need for additional systems to support growth in the community as well as determine if changes in treatment process are necessary to protect the quality of the City's drinking water. On the drinking water side, distribution master planning will ensure that WRD is targeting water main funding in an even more efficient manner and will focus on a combination of water main renewal and also addressing any additionally identified distribution system deficiencies such as places where water flow rates need to be improved and additional looping (providing multiple pathways for the water to flow in the case of breaks) should be provided.

2025 LAKE Bond (\$152 million)

The 2025 wastewater and stormwater or LAKE bond includes a suite of projects that have been identified as the highest priority for advancement in the next 2 years. This project list is reduced from the original proposal for a variety of reasons as outlined below in "FINAL 2025 PROPOSAL." As with drinking water, it is imperative that the community understand that there will be additional requests for bonding capacity for these systems as early as 2027. This is particularly true for the wastewater systems, as the Stage 1 improvements at Main Plant are being implemented with a basis of design that prepares for the Stage 2 consolidation of East Plant's wastewater flows to Main Plant. While WRD is hopeful that the City's ability to secure grant and State Revolving Fund subsidy funding may reduce the ultimate size of the next wastewater related bond vote, it is not guaranteed.

Wastewater

The City operates three Wastewater Treatment Plants (WWTPs), Main Plant, East Plant and North Plant. All three plants were last upgraded as of 1994, with equipment and systems that are well beyond (at 30 years) the typical expected useful life of wastewater equipment (20-25 years). Equipment failures, such as those which happened in 2018, can result in permit violations (at a minimum) with many failures having the potential to result in discharges of partially or untreated sewage which requires public notification and posting of waterbody access areas or beaches.

While the 2018 bond money has allowed the City to upgrade the systems that failed in 2018 (disinfection at all 3 plants and the computerized controls at Main Plant) and will fund the upgrade of the headworks systems at the 3 plants, a comprehensive preliminary engineering report has documented the need for additional refurbishments as well as expansion of capacity at Main Plant to ensure that the City has sufficient hydraulic and organic treatment capacity to support estimates of growth (approximately 5000 new housing units across the city, with 4270 expected within the Main/East Plant sewersheds) generated in collaboration with the City's Planning Department and the Community and Economic Development Office. Rough allocations were also included for anticipated commercial development.

The City's Integrated Water Quality Planning study determined that the most cost effective way to meet the City's overall phosphorus reduction requirement (which was assigned to all three WWTPs, the combined sewer treatment system, and the separated storm system) is to implement tertiary treatment (filtration) at the City's largest WWTP, Main Plant. Excess phosphorus is one of the contributors to cyanobacteria blooms that threaten recreational water quality and can result in the closure of beaches. The City must implement these reductions no later than 2030, which is just after the target construction

end date for the Stage 1 improvements. This system will bring the City fully into compliance with all of the Lake Champlain Phosphorus Total Maximum Daily Load requirements, including providing a small buffer to allow for the impacts of climate change. While it will require continued diligent work by the rest of Vermont to slow the discharge of other sources of phosphorus into the Lake, this project will ensure that Burlington has fully met its water quality goals of protecting the Lake, which is an economic driver for the City and the region.

Main Wastewater Treatment Plant (\$127M):

The scope of work includes high priority age related replacements of the majority of the “dry weather” treatment process including, but not limited to, replacement of the influent and foul sewer pumps, internal mechanics in the primary and secondary clarifiers, chemical feed pumps, electrical system. It also includes the addition of a fifth secondary clarifier and a new expanded aeration system, odor control for sludge holding tanks and associated pumping and tertiary treatment for enhanced phosphorus removal (0.1 mg/L) target. All systems are designed to be able to handle the wastewater flows and organic loads associated with the plans to pump wastewater flows from the current East Plant sewershed to Main Plant and with combining the current permitted capacity of both facilities (5.3 MGD for Main and 1.2 MGD for East) into a permitted capacity for the whole area of 6.5 MGD. This is critical for the City’s housing plans given that the majority of the growth projected for Burlington would happen in the current Main Plant sewershed which has the least % remaining capacity of the 3 plants. This estimate includes a small allocation of funding (\$2M) that can be matched with collection system funding to support the upsizing of the sewer on Cherry Street in coordination with the Cherry Street redevelopment project as this is currently the preferred route for the consolidated flows from East Plant.

Third party review of wastewater treatment plant upgrade study

Given the size and scope of the project, WRD engaged another one of our wastewater specialty consulting engineers, Hoyle Tanner, to perform a high level third party review of the 60% Preliminary Engineering Report (PER) focusing on three areas: review of big picture assumptions, review of high level project costs and confirmation that decisions are in line with industry standards. The City’s Wastewater Treatment Plant Upgrade project engineer, Wright-Pierce, and City engineering staff reviewed the third-party review and provided responses. The 60% PER, the third-party review and response documents are available at: <https://burlingtonvt.gov/2025waterbonds/per>.

WRD staff and Wright-Pierce generally concur with the majority of the recommendations or findings in the third-party report, including but not limited to:

- 1) Recommended areas of focus during the next phase of the project, which is final design. This includes:
 - a. The need to update and further document the analysis around the selection of the conventional activated sludge vs. granular activated sludge process for biological treatment at Main Plant.
 - i. While staff are very certain that the non-cost risks are too substantial to pursue a change in this process, it is necessary to ensure that the analysis is up to date with the current design criteria to understand the potential differential in capital and operating costs, and if necessary, revisit the selection of the current alternative.
 - b. Consideration of whether the odor reduction results that are expected from the discontinuation of co-settling will be sufficient enough to reduce odors at Main Plant.

- i. Staff believe that it is worth attempting to reduce odors via the process changes currently proposed, as opposed to jumping to the creation of additional capital infrastructure (covers and air handling) on the primary clarifiers at Main Plant. That said, there will be pre- and post-project odor monitoring (which will also capture the other odor related capital investments that are being made this phase) to track the level of odor reduction achieved. The City will include the design for the covers in the final design scope so that a bid alternate can be advertised so that if project budget allows and is deemed necessary, this additional work could be pursued. Alternatively, it could be included as part of Stage 2.
- 2) The understanding that the costs presented are conservative (high) and that there is opportunity, through the final design process and through the inclusion of either value engineering or a construction management at risk model¹ (CMAR, if accepted by the State Revolving Fund program) that the ultimate cost of the Wastewater Treatment Plant projects could be less than the current preliminary construction estimate.
 - a. This is one of the reasons that staff have felt comfortable postponing the bond request for Stage 2 – as depending on grant funding availability or the final project costs coming in lower than current estimates, the bond capacity for Stage 2 could be reduced. On the other hand, Wright Pierce and staff want to ensure that Stage 1 can be fully completed and thus it is warranted to include the levels of contingency etc. that are currently within the cost estimate.
 - b. Staff are very interested in pursuing a CMAR approach given the nature of the project and are actively engaging the Vermont SRF program around the logistics of this option. If accepted, this would occur during final design, which is the next phase of the project.

Wastewater Collection System:

Satellite Pump Stations (\$3 M): The City operates 25 small, satellite pump stations which serve to pump wastewater from lower parts of the City to the gravity collection system so that the wastewater flows can travel safely to the wastewater plants for treatment. There are 11 pump stations which were originally identified as needing upgrades for a variety of reasons, including risk of equipment failure due to age, resiliency upgrades and safety/code compliance. Two pump stations (Flynn Pump Station and Fletcher Pump station) were upgraded with the 2018 bond. The next three highest priority stations are Penny Lane (which serves the Water Plant treatment process), Proctor Place and Crescent Terrace stations. The equipment at these stations is 38, 59 and 55 years old respectively, which is well past the useful life of equipment operating in the harsh wastewater environment. These are the next highest priority because of their proximity to waterbodies, which means if the pump station fails there is a higher potential for release of sewage to a nearby Lake or waterbody. This estimate of bonding needed for this project includes paying for the design work for all 3 pump stations plus the construction of at least one pump station project. The remaining two pump station projects are expected to be funded with capital reserve funding, which will build up modestly in the future as the result of the debt coverage ratio requirements of the Wastewater's bond covenant. Work on the force mains (the pressurized pipe that conveys the pumped flow) is included for Proctor and Crescent stations.

¹ CMAR stands for Construction Manager at Risk, which is a project delivery method for construction. In this method, a construction project owner hires a construction manager to oversee the entire project. The construction manager is responsible for any costs that exceed the guaranteed maximum price (GMP).

Combined Sewer Overflow Reduction- Sewer Separation (\$6M): In response to State requirements, the City completed a Combined Sewer Long Term Control Plan (LTCP) in 2019 which details the plans for continuing to abate the discharge of combined sewer overflows (CSOs) to waterbodies. The primary focus of this plan is the significant reduction of CSO volume and frequency of the City's most active CSO discharge point, from the sewer pipe system at Lakeside Avenue and Pine Street to the Pine Barge Canal and ultimately the Lake (Pine Street CSO). While the LTCP abatement plan focused on the construction of a combined sewer storage tank underneath the baseball fields at Calahan Park, the recent advancement of a large development project on Lakeside Avenue and the associated challenges of wastewater conveyance for that project through a collection system that is already capacity challenged during storm events has opened an opportunity for an alternative to a "tank only" approach. Because of the known and communicated capacity constraints in the Pine Street collection system, the project will need to construct a dedicated force main for their wastewater flows. The City believes that with an appropriately defined cost share, this force main could be designed to accommodate additional sanitary flows in the sewershed, thereby reducing the flows in the combined sewer system network. This funding allocation supports the City's estimated cost share as defined by the "public benefit" portion of the project (i.e. flows other than those coming from the development). See below for other combined sewer overflow mitigation funding that is still being held to support the balance of the City's CSO volume reduction requirements.

Sewer Main Renewal (\$2M): A small amount of bonding authority has been identified primarily to coordinate sub-surface utility renewal with transportation related projects. In particular this funding would be prioritized for any sewer upsizing needed on Cherry Street (see Main Wastewater Treatment Plant discussion above) for East Plant flows. The balance of sewer replacement needs for this capital investment period is anticipated to be met through the increased capital reserves, which will build up modestly in the future as the result of the debt coverage ratio requirements of the Wastewater's bond covenant. On-going collection system master planning may identify additional needs that would need to be addressed in future bond requests.

Future wastewater work

As discussed in various sections of this memo and laid out in Attachment A, this funding is mean to address identified Stage 1 improvements. Though there is a possibility that through grant awards, the City may be able to reduce the magnitude of future bonding requests, ratepayers should be aware that there are significant investments remaining as part of Stage 2, including the East Plant Consolidation and Collection System project and high priority resiliency refurbishments at North Plant. Beyond that, there are numerous needed items at the WWTPs which have been triaged out of the initial Stage 1/Stage 2 plan and will eventually need to be addressed. The City will be monitoring those items and determining a timing which balances the system's needs with efforts to keep rate increases gradual and predictable. Additional investments beyond this 2025 bond also includes the investments needed for the remaining 5 at risk pump stations and on-going improvements to the collection system which will be guided by master planning in the coming years. Lastly, the City will ultimately still need to make an investment in the dewatering system (current estimate \$8.7M) which has been paused for this phase (see below – Risks Detail: Dewatering) until the regulatory landscape has become more clear. Depending on the trajectory of the biosolids market, it is possible that the capital investment for the technology needed for a drier product for transport could be much more expensive.

Stormwater

As the result of the City's Integrated Water Quality Planning and the decision to meet the City's overall phosphorus reduction requirement through installation of tertiary treatment at Main Plant, there are

reduced requirements for the installation of separate stormwater treatment infrastructure. This allows the City the flexibility to invest in stormwater treatment retrofit when and where it is most cost-effective and in locations with direct impact to City residents – such in watersheds immediately upstream of City public beaches or as part of transportation projects such as traffic calming. Currently there are a number of grant funding sources which staff believe will provide adequate funding for anticipated projects for the near term. As such the funding below is focused on addressing high risk infrastructure or remaining regulatory requirements such as combined sewer overflow reductions. That said, depending on the final costs of the project types below, some of this stormwater directed funding could go towards high priority treatment projects.

Stormwater Collection System:

Combined Sewer Overflow Reduction – Tank (\$8M): See Combined Sewer Overflow Reduction above in Wastewater project section. This funding is directed towards the construction of a tank that would store any combined sewer overflows (in the 5 year, 24 hour design storm) that remain after the proposed sewer separation/force main project.

Collection System - Stormwater Main Renewal and Outfall Rehabilitation (\$6 M): The City has a number of highly eroded stormwater outfalls that are discharging excess sediment and phosphorus and, in some cases, threatening adjacent public or private property. Left unaddressed, these situations will get exponentially worse with the intensity of climate change driven storm events. The balance of the funding will fund any larger scale stormwater main renewal projects that cannot be accomplished with annual capital funding. On-going collection system master planning may identify additional needs that would need to be addressed in future bond requests.

Future stormwater work

Future bond requests for the stormwater system are likely to include additional collection system work as the system of stormwater pipes, many of them corrugated metal pipe which is subject to corrosion by winter salts, continues to degrade. It is also likely, based on current State statute, that there will be additional combined sewer abatement requirements and some measure of additional stormwater retrofit projects for the City's urban streams. Given the intense level of investment and the pressure on ratepayers, the City will be working with the State to ensure that the schedule for these additional regulatory driven investments is guided by the City's financial capability.

Evolution of Bond Proposals

After several years of forecasting in various forums (DPW Commission meetings and Annual Budget presentations) that additional capital funding would be necessary to ensure the resilience of our drinking water, wastewater and stormwater systems, WRD shared an initial plan for the Division's proposal for March 2025 bonding authority ballot questions starting with the DPW Commission, the Transportation, Energy and Utilities committee (TEUC) in September 2024 and then with the City Council in November 2024.

The initial plans included the following estimated bond needs with a projected possible 113% rate increase over FY25 – FY30, and a 157% increase over FY25 – FY35:

- Drinking Water - \$21 M
- Wastewater - \$204 M
- Stormwater - \$14 M

Public outreach on this proposal continued through November into December and included follow up meetings with the DPW Commission, TEUC and several NPAs (Ward 1, Ward 2, Ward 4/7 and Ward 5), concluding with another update to the Council on December 16, 2024. The Council update on December 16, 2024 included some initial cost reductions that had evolved over the course of this public outreach time period and several ideas about additional reductions or plan/schedule changes that could be implemented in response to the feedback received from stakeholders.

Feedback on the proposal over the November – December time period was relatively consistent; stakeholders understood the need and generally appeared to agree with the overall larger “Plan” but had concerns about 1) the magnitude of the bond authority being sought (primarily for the Wastewater/Stormwater bond) and 2) the steep rate impacts at time when there were both known City and Statewide financial pressures. Feedback included the request to “break this up into smaller projects” and “postpone lower priority investments” until later.

Based on this feedback, Water Resources worked diligently over the November – December time period, and into early January to develop a final bond proposal that reflected the community feedback. This was shared with the community at the Town Hall Meeting on January 6 and in a January 13 update memo to the City Council.

FINAL 2025 PROPOSAL

The financial details of the final proposal are presented as Attachment B and discussed below in “Ratepayer Impacts”. In summary, Water Resources is requesting that two bond items be placed on the March 4, 2025 ballot:

- 2025 WATER bond (Drinking Water): \$20 M
- 2025 LAKE bond (Wastewater and Stormwater): \$152 M

The revised proposal also documents the numerous remaining capital needs that will remain unaddressed and which will require additional requests for bonding authority as early as 2027. There are indeed financial and environmental risks with the postponement and/or exclusion of these capital projects, but the risks related to these particular decisions are calculated to be less than the risk of not advancing the selected Stage 1 projects or of advancing a LAKE bond whose magnitude could result in failure to pass the bond. Attachment A provides the context of these 2025 Bond votes in relation to the larger Water Resources Sustainable Infrastructure Plan.

Because several projects (now in Stage 2 and which would be funded with future bond authority) are fundamental to our larger capital plan and regulatory compliance and which have a defined schedule and formal cost estimates (East Plant Consolidation and North Plant High Priority Resiliency Upgrades), debt service modeling for those projects has been retained in the current rate forecasting model to ensure transparency is maintained for rate payers.

The reduced proposal brings the projected rate increase down from approximately 113% over the next 5 years (FY25-FY30) to an estimated (based on best available information) 89% over the same time period (see Ratepayer Impacts Table 1, page 10 below for additional detail). This saves the typical rate payer an estimated \$475 over the FY26-FY30 time period when compared to the previously presented rate plan forecast².

² Annual savings by fiscal year over the previous plan: FY26 = \$34.44, FY27 = \$66.23, FY28 = \$90.61, FY29 = \$114.60, FY30 = \$169.67.

Risks Detail:

The explicit risks of excluding certain projects in this 2025 bond vote are detailed below for public awareness:

East Plant Consolidation: Generally, the postponement of the bonding for this project does not change the project schedule. However, the public needs to be aware that there are components of the Stage 1 Main Plant Wastewater Treatment Plant project that are designed with the implementation of Stage 2 in mind. That is, with the 2025 LAKE bond vote, the City will proceed on a pathway to expand the capacity of Main Plant to accept flows from East Plant. If, for some reason, there is not support for a follow up bond (2027) then there will be capacity at Main Plant that will sit, unused, and equipment will be oversized. East Plant has multiple system components that are nearing failure, so it will not be an option to “do nothing.” The public needs to approach a positive vote on the 2025 LAKE bond as a vote of support for the funding necessary to implement Stage 2. Water Resources believes that there is a reasonable chance that the City will be eligible for grant funding towards elements of Stage 1 WWTP work, and as such, that the amount of additional bonding authority needed could be reduced. That said, it is unlikely to fully cover the costs of the Stage 2 plan.

North Plant High Priority Resiliency projects: As part of the revised plan, the North Plant resiliency upgrades, which originally were going to occur at a similar time to Main Plant upgrades, have been pushed out to a construction start of 2030. Like Main Plant, North Plant has numerous systems which are nearing failure and which could cause or contribute to permit violations and beach closures within 1 mile of the outfall. A gallon of untreated sewage that enters our waterbodies is a gallon too much. That said, from a practical perspective, North Plant’s daily volume of discharge is much smaller than Main Plant’s. Additionally, it does not process the same volume of peak flows during storm events that Main Plant does. As such, Main Plant is a higher priority to address than North Plant. But ultimately North Plant must also be addressed no later than the revised 2030 schedule.

Dewatering: The dewatering system at Main Plant (this is the system that squeezes out as much water as possible from our sludge so that we can truck a smaller volume to our biosolid reuse/disposal areas) is very aged and needs replacement with modern technology that would remove additional water and likely save on hauling and management costs. That said, with the on-going conversation about the presence of PFAS (“forever chemicals”) in biosolids, the regulatory landscape and the likelihood of alternative strategies for reuse/disposal is unclear. That landscape could alter our choices about the preferred technology to install for our facility. As such, funding for an overhaul of this system is being delayed at least until 2027. Staff are currently evaluating what the “keep it running” costs are but it is currently believed that these could be handled with annual capital funding. The biggest risk with the delay on this decision is the sunken costs (i.e. investing in our current system to keep it running when the plan is to replace it) and the missed opportunity for potential reduction of operating costs that would be achieved with a drier biosolid. There is also some risk that if the regulatory landscape shifts quickly (i.e. if New York stops accepting biosolids at the Grasslands composting facility or - unlikely - Casella landfill stops accepting sludge) Burlington could experience a substantial increase in disposal costs (disposal costs are already 12% of our \$8.9 M in operation expenses). Newer technology that achieves higher water extraction would provide some mitigation to those costs.

North Plant Sewer Siphon: This was one of the first project components of the original September/November plan to be removed from the bonding proposal. This is because the City has been working in close collaboration with FEMA on the evaluation of the long-term climate resilient engineering solution to this vulnerable system. While the City has reasonable confidence in the success of the temporary in-river repair that was implemented in 2023, the City believes that this project should

be eligible for FEMA funds to implement a permanent repair that will not be impacted by future climate change generated flood events. Recent feedback received from FEMA (1/8/2024) indicate that this determination of eligibility is not 100% certain. However, this determination is far from final. Water Resources will continue to keep the Council and stakeholders informed as to the status of this funding. The City is committed to progressing the project and, if necessary, may need to leverage other options for funding the final design (to keep the project moving forward) and construction to ultimately ensure that this portion of our system is resilient to climate change impacts.

RATEPAYER IMPACTS

The current rate model (which is based on best available information but still intended to be conservative) shows a projected 89% rate increase over FY25 – FY30 and 131% increase from FY25 – FY35, which is reduced from the original November proposal. The model is conservative because it does not factor in future development and resulting increased revenue (since this is speculative) nor does it factor in any future grants or higher-than-expected State Revolving Fund participation (since this has not been secured). To be explicit, because there are capital needs (e.g. upgrade of the drinking water plant) that are not currently in the rate model because the project scope has not yet been defined and items that have been postponed (dewatering) – unless there is a significant shift in our debt service (due to increased availability of low interest State Revolving Funds loans or grant funds) the magnitude of rate increases could unfortunately need to increase beyond that currently presented. Attachment B contains additional rate projection data and assumptions, but a tabular summary of the possible monthly and annual impacts to the typical ratepayer (single family home using 400 cubic feet) over the next five years is provided below.

Table 1: Estimated Bill Impacts For Water Resources Customers FY26 – FY30

Rate Period	Rate payer costs for Water, Sewer, Stormwater Services ¹			
	Monthly Bill for Typical Customer ²	Monthly Increase Over Previous Years	Annual Costs	Annual Increase Over Previous Year
FY26 (July 1 2025 - June 30 2026)	\$ 68.34	\$8.99	\$820.08	\$107.87
FY27 (July 1 2026 - June 30 2027)	\$ 78.95	\$10.61	\$947.41	\$127.33
FY28 (July 1 2027 - June 30 2028)	\$ 93.91	\$14.96	\$1,126.91	\$179.50
FY29 (July 1 2028 - June 30 2029)	\$ 103.77	\$9.86	\$1,245.24	\$118.33
FY30 (July 1 2029 - June 30 2030)	\$ 112.09	\$8.32	\$1,345.09	\$99.85
1: Costs include retail charges for water, wastewater and stormwater services. Does not include the City's Franchise Fee (currently 3.5% of water and wastewater charges) which are paid to the City's general fund and do not provide revenue for the utility.				
2: Typical customer is a single family residential customer with a 5/8" meter with a monthly household water usage of 400 cubic feet (2992 gallons)				
3: New rates are effective July 1 of a fiscal year, and will show up on bills received in August for the usage in July.				

Based on these estimates, Burlington's water resources rate payers, whose annual costs are currently less than the median costs of other Vermont and New England communities, will see future costs in the realm of some of the higher costs currently paid by residents in combined sewer communities (Montpelier VT, Portland ME, Portsmouth NH) – See Figure 1. These communities may also be facing rate increases of their own over the forecast period.

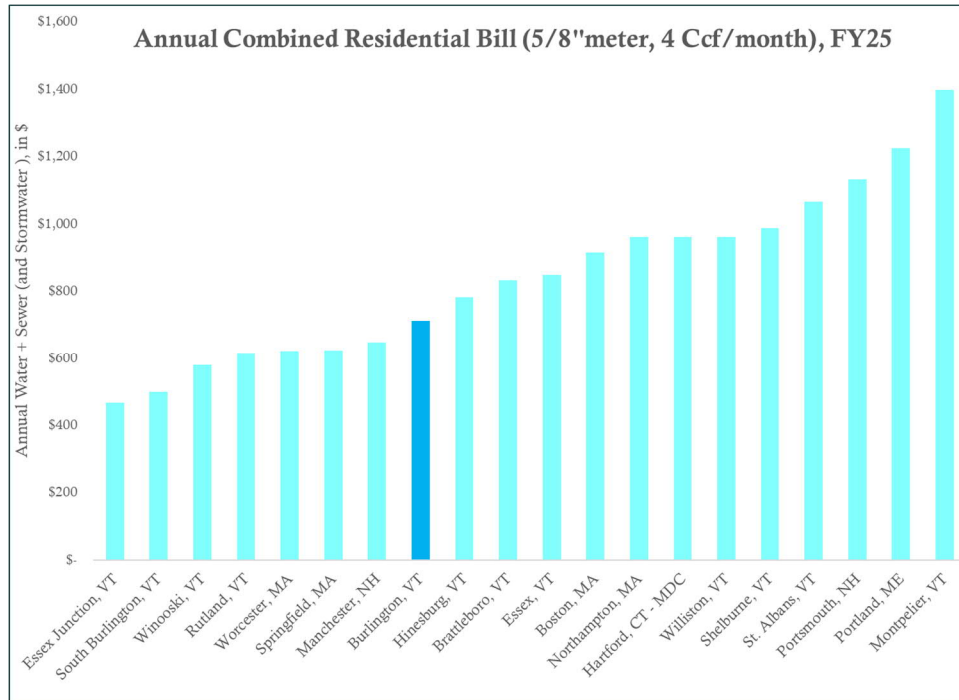


Figure 1: Comparison of FY25 Annual costs for water, sewer and stormwater for communities with publically available rate data in Vermont and New England

Affordability

Water Resources is committed to ensuring that the impact of the needed rate increases is equitable across the various users of the system, particularly as steeper rate increases are needed over the FY26-FY30 period. This includes implementing expanded versions of our current affordability and assistance programs with input from City Council and the public. As mentioned to various stakeholders, and discussed in more depth with the TEUC, nationally the water resources sector is struggling to determine what the appropriate “benchmark” should be for affordability. The current industry standard indicates it is acceptable for users at the Median Household Income to pay up to 4.5% of their income in water, sewer, stormwater bills. At that benchmark, Burlington does not have an affordability “problem,” but staff do not accept that as an appropriate measure of affordability.

In the interim, even without modifications our current Water Resources Assistance Program (WRAP) will continue to provide assistance (discounts on the water and sewer portions of the bill) to income qualified individuals (<https://www.burlingtonvt.gov/339/Assistance-Program>) as rates start to increase in FY26.

Table 2: Estimated Bill Impacts For WRAP qualified Water Resources Customers FY26 – FY30
(See previous table for footnote references)

	WRAP Rate payer costs for Water, Sewer, Stormwater Services ¹			
Rate Period	Monthly Bill for Typical Customer ²	Monthly Increase Over Previous Years	Annual Costs	Annual Increase Over Previous Year
FY26 (July 1 2025 - June 30 2026)	\$ 57.40	\$7.67	\$688.80	\$92.04
FY27 (July 1 2026 - June 30 2027)	\$ 66.36	\$8.96	\$796.32	\$107.52
FY28 (July 1 2027 - June 30 2028)	\$ 78.99	\$12.63	\$947.88	\$151.56
FY29 (July 1 2028 - June 30 2029)	\$ 87.23	\$8.24	\$1,046.76	\$98.88
FY30 (July 1 2029 - June 30 2030)	\$ 94.19	\$6.96	\$1,130.28	\$83.52

WRD is exploring whether or not there are additional simple features that could be easily implemented as early as FY26 including extending the bill discounts to the stormwater portion of the bill for qualified customers or if feasible and fundable, providing assistance to lower income renters who may see increase in their rents as the result of these rate increases. As rates continue to rise over the coming years, it will be important to identify what expansions of the program could be justifiable and feasible to administer, such as providing discounts to other income tiers which don't currently qualify for federal or state assistance (the current surrogate for qualification for WRD's program). The proposed attached resolutions includes specific reference to WRD's commitment to continue work on affordability program enhancements.

MOTIONS:

Board of Finance Actions:

1. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing the placement of a bond request for an amount not to exceed \$20,000,000 for capital improvements and additions to the waterworks system on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."
2. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing placement of a bond request for an amount not to exceed \$152,000,000 for capital improvements and additions to the wastewater and stormwater systems on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."

City Council Actions:

1. "To waive the reading and adopt the attached resolution authorizing the placement of a bond request for an amount not to exceed \$20,000,000 for capital improvements and additions to the waterworks system on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."
2. "To waive the reading and adopt the attached resolution authorizing placement of a bond request for an amount not to exceed \$152,000,000 for capital improvements and additions to

the wastewater and stormwater systems on the ballot of the Annual City Meeting to be held March 4, 2025 as more specifically set forth in the attached resolution."

Attachments:

- A. Water Resources Sustainable Infrastructure Plan Graphic
- B. Water Resources Bonds Financial Summary
- C. Drinking Water Revenue Bond Resolution
- D. Wastewater and Stormwater Revenue Bond Resolution

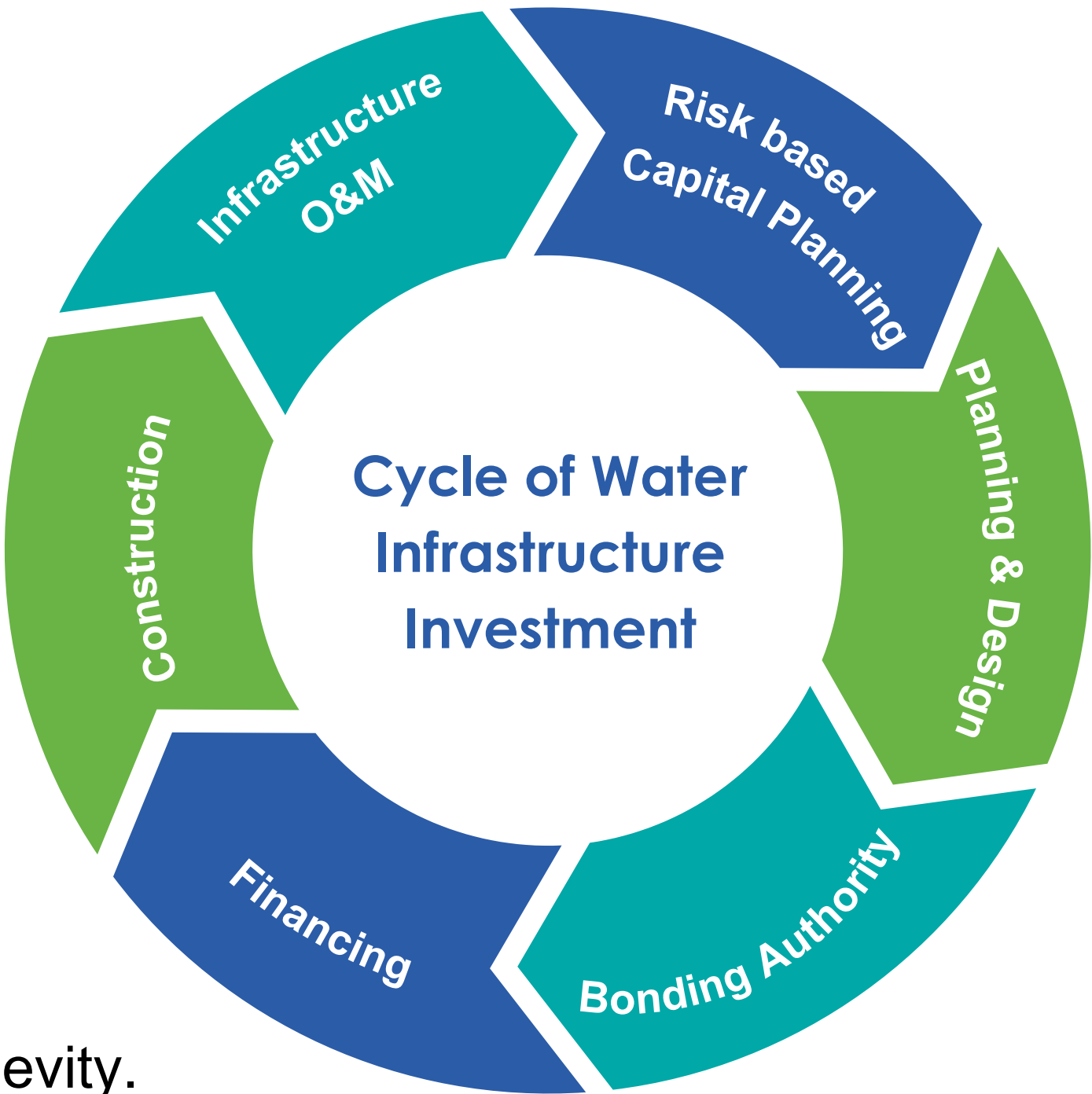
Water Resources

Sustainable Infrastructure Plan: The 2025 LAKE & WATER Bonds

How does this phase of investment fit in with the overall plan?

Due to the ongoing use and age of infrastructure, investment in infrastructure is a continuous cycle consisting of several phases that guide the capital project development pathway:

- 1. **Risk Based Capital Planning:** As infrastructure approaches the end of its useful life, the City’s water resources utility assesses the likelihood and consequence of failure of infrastructure to determine its criticality and the relative priority for replacement.
- 2. **Planning & Design:** The utility works with engineers and the community to plan and design the project and generate cost and rate impact estimates to support requests to the City Council for placement of bonding authority questions on a ballot.
- 3. **Bonding Authority:** The City Council authorizes bonding authority questions to be placed on a ballot. The question must pass by 50% or more (for enterprise funds) in order to authorize the utility to borrow the funds necessary for the proposed project.
- 4. **Financing:** After determining the final up to date construction cost estimate for the project, less any grants awarded, the utility obtains approval from the City Council to apply for State Revolving Fund loans or to sell revenue bonds to fund the projects.
- 5. **Construction:** The City hires contractors to install the project and resident engineers for construction oversight.
- 6. **Operation and Maintenance (O&M):** Public uses infrastructure as intended. Municipality maintains infrastructure to ensure maximum function and longevity.



Stage 0

Construction in 2025

☒ Headworks (all WWTP plants)

Completed

☒ Disinfection systems (all plants)
☒ SCADA software (Main Plant)
☒ Flynn & Fletcher pump stations
☒ 8.64 miles of storm and sewer mains relined or replaced
☒ 9.29 miles of drinking water mains relined or replaced
☒ Old North End and Pine Street CSO stormwater reduction projects

2016 Water and 2018 Clean Water Resiliency Bonds

Stage 1

Main Wastewater Treatment Plant

☒ Highest priority resiliency projects
☒ Capacity upgrades (for growth and East Plant consolidation)
☒ Tertiary phosphorus removal upgrade
☒ Odor reduction, safety and workplace Improvements
☒ Generator & building improvements

Wastewater and Stormwater Collection System

☒ Pine St CSO reduction strategies
☒ Satellite pump station improvements (next 3)
☒ Stormwater outfalls repairs
☒ Risk-based storm & sewer improvements

Drinking Water Improvements

☒ Key Water Treatment Plant resiliency projects
☒ New reservoir pump station and building structural upgrade
☒ Risk-based water distribution mains renewal
☒ Emergency water supply interconnects

2025 LAKE (\$152M) and WATER (\$20M) Bonds

Stage 2

East and North Wastewater Treatment Plants

☐ Consolidation of East Plant to Main Plant: including new force main and conversion of East WWTP to a pump station
☐ Highest priority resiliency projects at North Plant
☐ Dewatering (TBD)

Drinking Water Plant

☐ Drinking Water Treatment Plant high priority comprehensive resiliency and upgrade projects (TBD 2025-2026 study)

2027 LAKE and WATER Bonds

Stage 3+

Wastewater Plants

☐ Remaining resiliency/renewal needs at Main and North plants

Wastewater and Stormwater Collection System

☐ Remaining sat. pump station improvements
☐ Risk-based storm & sewer mains improvement
☐ Stormwater outfall improvements

Drinking Water

☐ Water Plant additional upgrades (as needed)
☐ Risk-based water main renewal

Future Bonds and/or Charter Borrowing Authority



2025 WATER and LAKE BONDS

Financial Details

Bond Request \$ Breakdown

The Burlington Water Resource Division of the Department of Public Works is requesting the the City Council authorize placement of two bond questions on the March 2025 town meeting day ballot:

- Authorization of up to \$20 million for drinking water infrastructure ([WATER bond](#))
- Authorization of up to \$152 million for wastewater and stormwater infrastructure ([LAKE bond](#))

These amounts are derived from preliminary engineering and staff generated cost estimates. Earlier (November 12, 2024) original bond proposals were larger (\$21M and \$218M) but due to community and City Council feedback, among other reasons, the amount proposed for 2025 has been finalized to focus on the highest priority items (Stage 1) that need to happen earliest in the 2025 - 2030 capital plan. However, given that the scope of need has not changed, additional bonding authority will be needed as early as 2027 (Stage 2). A high-level break down of bond needs by project type is provided below. A list of additional funding needs is provided on page 2, along with a conservative estimate of the impact of this borrowing on water resources bills.

WATER bond (Stage 1)	Estimated Cost	Total 2025 WATER Bond
Drinking Water		\$ 20,000,000
Reservoir Upgrade Project	\$ 9,750,000	
Water Treatment Plant Resiliency	\$ 3,000,000	
Water Mains Renewal	\$ 7,250,000	

LAKE Bond (Stage 1)	Estimated Cost	Total 2025 LAKE Bond
Wastewater		\$ 152,000,000
Main Wastewater Plant Upgrades	\$ 127,000,000	
Satellite Pump Stations (Penny Lane, Crescent and Proctor Place)*	\$ 3,000,000	
Sewer Main Renewal*	\$ 2,000,000	
Combined Sewer Overflow Reduction (Sewer Separation)	\$ 6,000,000	
Stormwater		\$ 14,000,000
Combined Sewer Overflow Reduction (Tank)	\$ 8,000,000	
Stormwater Main Renewal	\$ 2,000,000	
Outfall Rehabilitation	\$ 4,000,000	

* Additional Sewer Main Renewal and Pump Station work will be funded with non-financed capital funding to come from the reserves that will be generated over time as part of the annual debt ratio coverage requirements (bond covenant requirement).

Additional Future Funding Needs

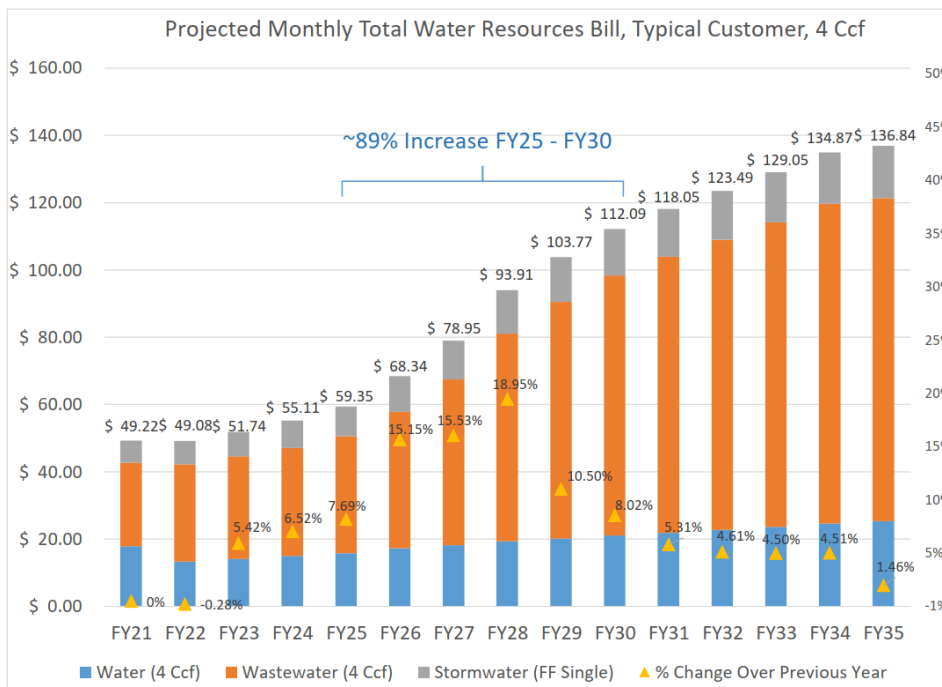
As mentioned on the first page, there are a number of critical projects and known needs which are not included in the 2025 WATER and LAKE Bonds and which may need to appear on a ballot as early as 2027. These are outlined below. Where the timing and \$ magnitude is known, the borrowing needs have been included in the current 2026-2035 rate/bill impacts model.

Projects Not Included in 2025 Bond ¹	Current Estimated Cost	Rationale for addressing later	Include in FY26-FY35 Rate Impact Projection
East Plant Consolidation	\$ 25,000,000	Construction scheduled for 2028; success of grants for Stage 1 may reduce ultimate bond need.	Yes
North Plant WWTP High Priority Upgrades	\$ 13,662,000	Construction scheduled for 2030; success of grants for Stage 1 may reduce ultimate bond need	Yes
North Plant Sewer Siphon	\$ 14,000,000	Eligible for FEMA funding	No
Dewatering Upgrade	\$ 8,700,000	Regulatory landscape for biosolids management unclear; wait for clearer picture to select best technology (costs could change depending on timing and regulations)	No
Remainder of Main and North Plant Renewal (Stage 3) ²	\$ 60,000,000	Items that can wait until ~2030; bidding environment for Stage 1 and grants may reduce this #	No
Additional Satellite Pump Station Renewal ²	\$ 7,100,000	Next round of Pump Station Renewal projects; condition of remaining 5 stations needing age related upgrades will be monitored and phased as necessary.	No
Comprehensive Water Plant Upgrade	TBD	Pending completion of preliminary engineering study for entire WTP (2025-2026)	No
Additional Storm and Sewer Renewal	TBD	Wastewater will be able to fund some renewal with annual capital funding generated due to debt coverage requirements. Additional work also pending a collection system master plan which may identify needed capacity upsize requirements	No
Additional Water Main Renewal	TBD	Additional work pending a distribution system master plan which may identify needed capacity upsize requirements.	No

Note 1: This is a list of known project needs, some of which were included in previous bond proposals. Additional projects maybe needed due to quicker than anticipated failure rates or regulatory changes.

Note 2: These cost estimates are in 2025 dollars. Future costs will likely be higher due to inflation depending on the timing of the project.

Rate and Bill Impacts



Additional revenue will need to be raised from ratepayers through the water resources (water, sewer, stormwater) bills in order to pay the bond debt back over time. Utility services are funded entirely by utility bills and are not supported by taxes. The bill impacts (for a typical customer) presented here are intended to be a **conservative estimate** (based on best available assumptions) as they do not included any potential grant funding that could be secured by the City as the projects develop or additional revenue from growth. Bond impacts ramp up through FY2034, with the steepest rate increases in FY26-FY30.

Water Resources currently has affordability programs to ensure that eligible customers can afford these essential services and plans on evaluating options for expanding these programs in cooperation with the City Council.

Board of Finance and City Council Submission Checklist

Department: DPW-Water Resources Submitter: Megan Moir/Chapin Spencer

Title/Subject: Authorization for Annual City Meeting Ballot Items: 1) WATER Bond and 2) LAKE Bond

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	1/27/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	1/21/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	1/22/2025	Erin Jacobsen
Board/Commission, if required	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	1/22/2025	Erik Ramakrishnan; Thomas Melloni (bond counsel for resolutions)
CAO has reviewed budget, financing, and memo	Yes	1/22/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	N/A	Click or tap here to enter text.
Draft Resolution or Motion?	Yes	Reviewed by bond counsel
If for submission to Council, are sponsors identified?	N/A	Click or tap here to enter text.

Burlington Water Resources

Town Meeting Day

WATER and LAKE Bond

Ballot Item Request

January 27, 2025



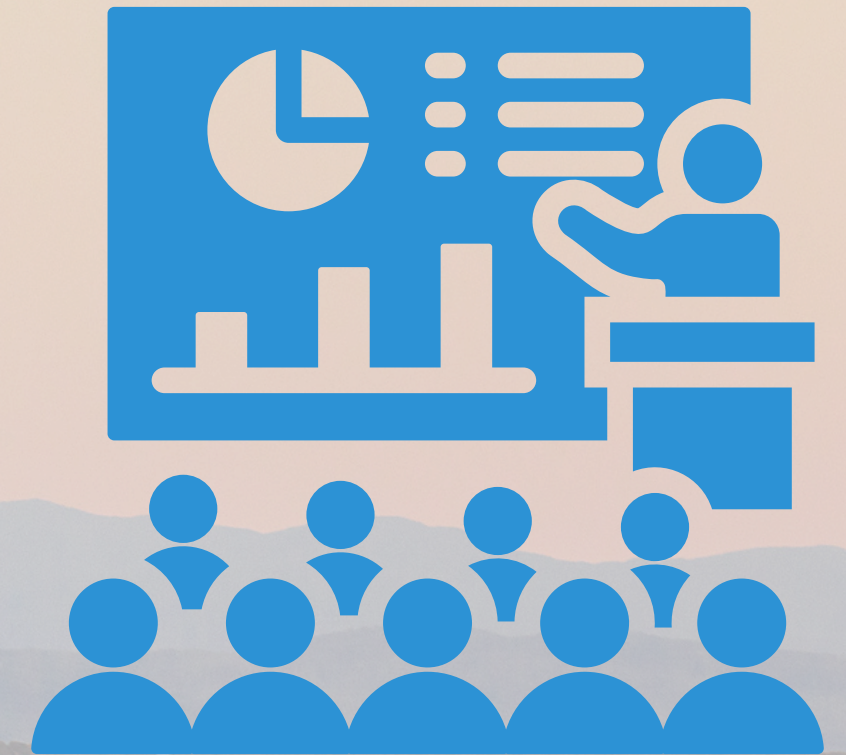
2025-2028: HOW MUCH \$?

System	Estimated Total Bond Need	Final Cost Determination
Drinking Water	\$21 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204 M	Final due diligence on WWTP costs; FEMA availability for River Siphon; Community Change Grant success; Determination of other funding for City Transportation Projects
Stormwater	\$14 M	Pine Street CSO reduction final cost; Community Change Grant success; Determination of other funding for City transportation projects

PUBLIC ENGAGEMENT

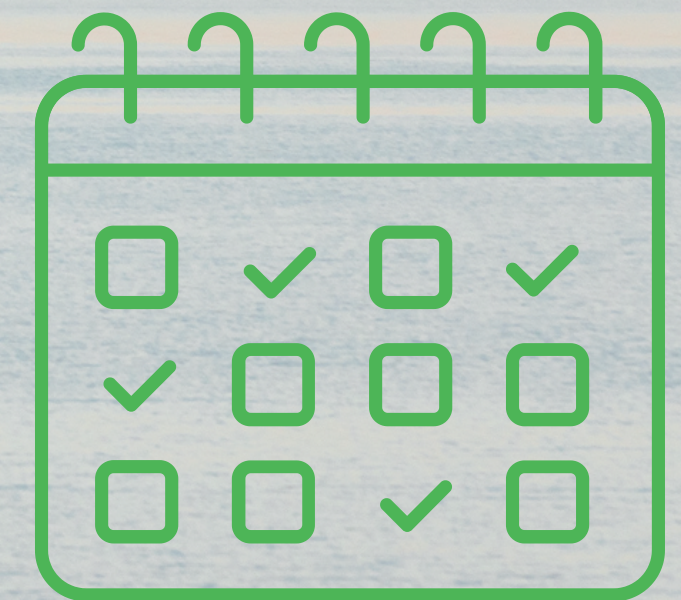
Leading up to January 27, 2025 City Council Meeting:

- Neighborhood Planning Assemblies
- Multiple Wastewater Treatment Plant Tours
- Waterfront Action Group of Burlington Business Association
- DPW Commission
- Transportation, Energy and Utilities Committee (TEUC)
- City Council
- January 6, Town Hall Meeting
- TV and Print Media
- Social Media
- Virtual Wastewater Treatment Plant Tour



Now until Town Meeting Day:

- More NPAs!
- Town Meeting TV
- Social Media
- Citywide post card with link to the informational website (prior to mailed ballots)

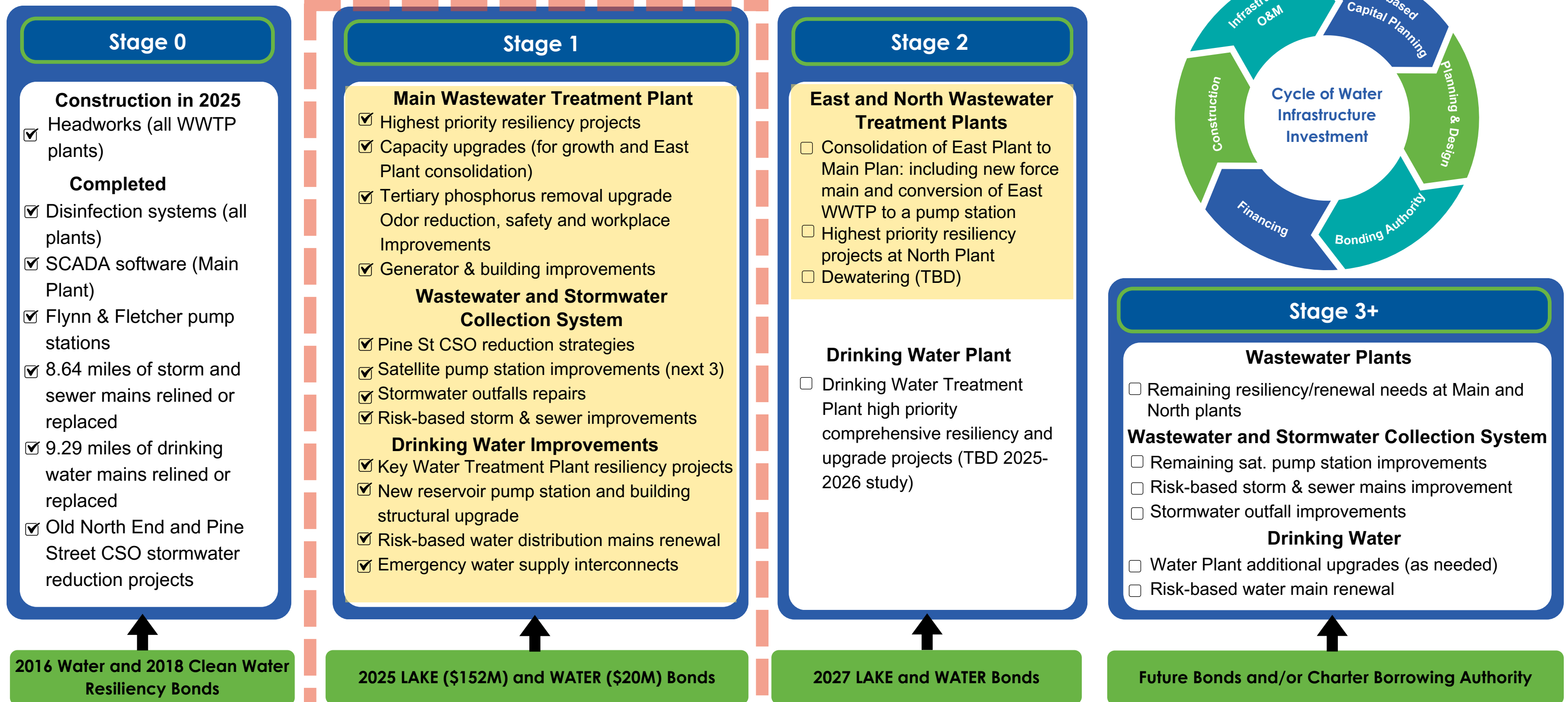


Water Resources

Sustainable Infrastructure Plan: The 2025 LAKE & WATER bonds

Original November Bond Proposal

How does this phase of investment fit in with the overall plan?



2025
Lake & Water Bonds

HOW DID THE \$ DECREASE?

Memo details the risk and rationale of postponing certain items.
Below also forecasts additional scope items and costs where available.

Projects Not Included in 2025 Bond ¹	Current Estimated Cost	Rationale for addressing later	Include in FY26-FY35 Rate Impact Projection
East Plant Consolidation	\$ 25,000,000	Construction scheduled for 2028; success of grants for Stage 1 may reduce ultimate bond need.	Yes
North Plant WWTP High Priority Upgrades	\$ 13,662,000	Construction scheduled for 2030; success of grants for Stage 1 may reduce ultimate bond need	Yes
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Additional Satellite Pump Station Renewal ²	\$ 7,100,000	Next round of Pump Station Renewal projects; condition of remaining 5 stations needing age related upgrades will be monitored and phased as necessary.	No
Comprehensive Water Plant Upgrade	TBD	Pending completion of preliminary engineering study for entire WTP (2025-2026)	No
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Additional Water Main Renewal	TBD	Additional work pending a distribution system master plan which may identify needed capacity upsize requirements.	No

Note 1: This is a list of known project needs, some of which were included in previous bond proposals. Additional projects maybe needed due to quicker than anticipated failure rates or regulatory changes.

Note 2: These cost estimates are in 2025 dollars. Future costs will likely be higher due to inflation depending on the timing of the project.

TOWN MEETING DAY 2025: HOW MUCH \$?

System	Final TMD 2025 Bond Request	Final <u>Cost/Borrowing</u> Determination
Drinking Water	\$21M \$20 M	Determination of other funding for City transportation projects; Congressionally Delegated Spending Grant Award
Wastewater	\$204M \$138 M	Final due diligence on WWTP costs; Determination of other funding for City Transportation Projects; Pollution Control Grants; NRBC grant; Pine Street CSO sewer separation final cost
Stormwater	\$14 M	Pine Street CSO reduction final cost; Determination of other funding for City transportation projects; Pollution Control Grants

\$152 M

CONTINUED OVERSIGHT AND UPDATES FOR THE WASTEWATER PLANT PROJECT

- Updates to Council and other public bodies at:
 - 90% Preliminary Engineering
 - 30% Final Design
 - 60% Final Design
 - 90% Final Design
- Comprehensive Peer Review of 60% Final Design and update to be provided to Council, well in advance of bidding of the project
- Update on or by August 4, 2025 on feasibility of using Construction Management at Risk (CMAR) methodology for construction phase



WORKING TO REDUCE THE IMPACT ON RATEPAYERS

- **Pursuit** of grants
 - Congressionally Delegated Spending (Reservoir Project on list for \$1 M)
 - Pursuit of Pollution Control Grant funding
 - Working with Legislature to increase Pollution Control Grant availability
 - Northern Borders Regional Commission (\$1 - \$3M)
- **Explore** Water Investment Finance and Infrastructure Act (WIFIA)
 - Lots of paperwork, but generally lower interest rates than bonds
- **Improve** Vermont State administration and legislative awareness about infrastructure funding gaps
 - Meeting with State Legislative delegation
 - Meetings with Vermont ANR Secretary and DEC Water Investment Division
 - Met with State Treasurer's office
 - **Ensuring sufficiency** of SRF (low interest, 2%) financing
 - **Increasing availability** of SRF financing

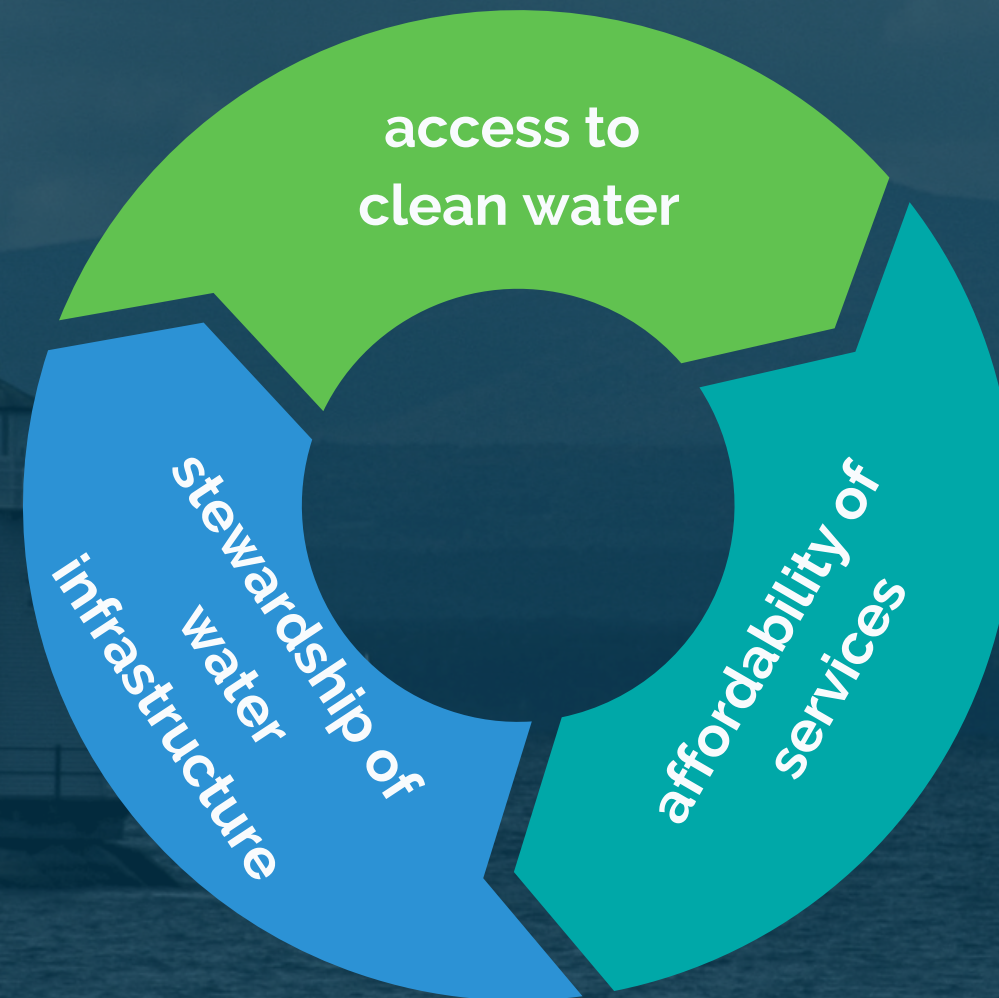


CURRENT RATEPAYER AFFORDABILITY MEASURES

"...an affordable water bill is one that the household can regularly and successfully pay on time without compromising its ability to meet other essential needs." (NRDC Water Affordability Advocacy Toolkit)



- **Fixed Fee Waiver**
 - Low-income
 - 65+
 - Non-Profit Housing Organization
- **Rebates**
 - Sewer lateral inspections
 - WaterSense fixtures



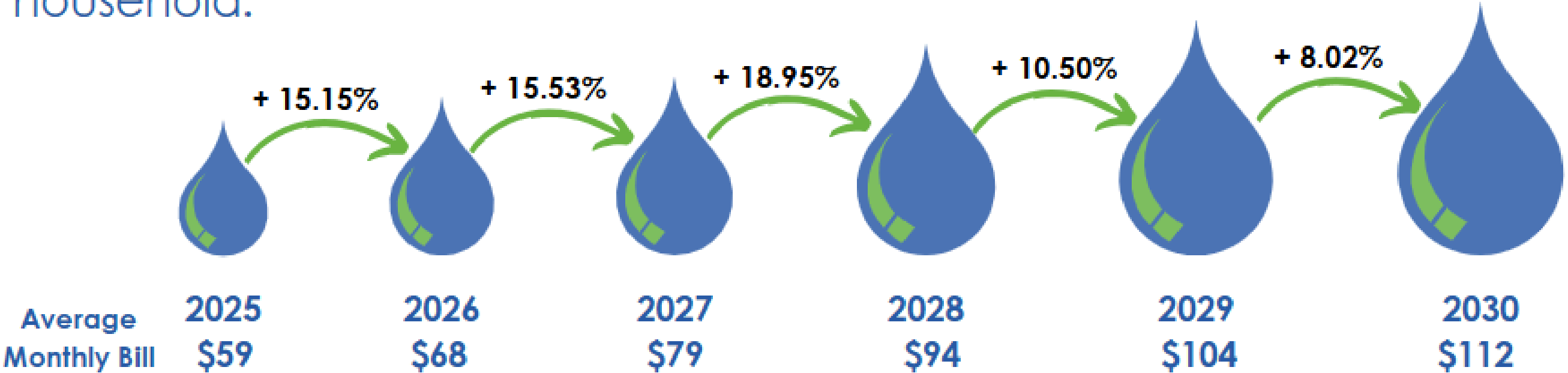
RATE STRUCTURE ADJUSTMENTS

- **Lifeline** rate tier on water side
- **User class**-based rates

Water Resources will work with City Council to develop additional affordability and assistance programs for implementation prior to significant debt issuance.

How will rates be affected?

Based on current forecasts, we estimate that water resources bills could increase up to 89% between 2025 and 2030. This would happen over a series of annual increases, and would look like this for a typical single family household.



Bill estimates are for a single family home with a 5/8" meter using 400 cubic feet a month. Does not include the current 3.5% franchise fee assessed by the City on water and sewer charges.



Rate (%) increases are currently anticipated to be similar for other customer classes, with the exception of FY26 in which customer with private fire protection would have a slightly higher rate increase due to the last year of a 5 year phase in of that charge.

SUMMARY

- Request for ballot items in March 2025 for
 - Up to \$20M **WATER** bond
 - Up to \$152M **LAKE** bond
- Capital investment is necessary for a resilient Burlington with capacity for growth and a healthy Lake Champlain
- Typical residential bill forecasted to increase up to 89% over next 5 years

Water reliability

Advancing water main replacement

Treatment plant improvements

Emergency supply contingency

Reservoir upgrades

Leverage modern technology

Advance & repair key infrastructure

Keep our federal & state commitments

Enhance water quality & worker safety

THANK YOU. QUESTIONS?

Megan Moir
Division Director Water Resources
mmoir@burlingtonvt.gov

Martin Lee
Water Resources Engineering Manager
mlee@burlingtonvt.gov

Chapin Spencer
DPW Director
cspencer@burlingtonvt.gov

<https://burlingtonvt.gov/2025waterbonds>



Resolution Relating to

MARCH 4, 2025 – ANNUAL CITY MEETING ISSUANCE
OF REVENUE BONDS FOR DRINKING WATER UTILITY
PROJECTS

RESOLUTION 8.9

Sponsor(s): Bd. of Finance

Introduced: 01/27/2025

Referred to: _____

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City, acting through the Water Resources Division (WRD) of the Department of
2 Public Works, has identified needs for various capital improvements to its drinking water reservoir and pump
3 station, the water treatment plant, and the distribution system, including capital improvements to water mains,
4 hydrants and valves as part of Stage 1 of the Water Resources Sustainable Infrastructure Plan; and
5 WHEREAS, the City has determined that the costs of such improvements are too great to be paid out of the
6 ordinary annual income and revenue of the Water enterprise fund and that it will be necessary to incur
7 indebtedness to fund such capital costs;

8 WHEREAS, the improvements will benefit ratepayers and City residents; and

9 WHEREAS, the City expects that a total of \$20,000,000 will be required to make these Stage 1 capital
10 improvements of the Water Resources Sustainable Infrastructure Plan; and

11 WHEREAS, while the Division's existing rate affordability framework (enacted by City Council in
12 FY22), includes a bill discount program that will assist qualified customers with the impact of rate increases,
13 the Division commits to evaluating the need and mechanisms for expansions and enhancements of the
14 affordability program to 1) ensure that all customers are able to regularly and successfully pay their water
15 resources bill on time and without compromising their ability to meet other essential needs and 2) to
16 evaluating the need and mechanism for the establishment of an indirect assistance program to offset the impact
17 of water resources rate increases on rents; and

18 WHEREAS, the City Charter and other applicable law provides that, with at least a majority vote of
19 the City's voters, the City shall have the authority to issue bonds, from time to time, for the purpose of
20 financing the cost of any improvement to the City's public utility systems, including the City's drinking water
21 system, with such bonds payable from the revenues of such public utilities; and

22 WHEREAS, the Board of Finance, at its January 27, 2025 meeting has approved and recommended
23 that the City Council advance the proposed revenue bonding for the waterworks system improvements for
24 City-wide consideration and a public vote at the Annual City Meeting to be held on March 4, 2025; and

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

.....
.....
.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

WHEREAS, the proposed financing of such capital improvements may be through a public or private issuance of bonds or notes, issuance through the Vermont Municipal Bond Bank, through the State of Vermont environmental revolving loan fund, or any combination of these sources, and may be done in one or more series over multiple years;

NOW, THEREFORE, BE IT RESOLVED that the following question shall be placed on the ballot of the Annual City Meeting to be held March 4, 2025:

“Shall the City be authorized to issue revenue bonds or notes in one or more series, in a principal amount not to exceed \$20,000,000, to be issued pursuant to the City Charter and subchapter 2 of Chapter 53 of Title 24, Vermont Statutes annotated, on behalf of the Water Resources Division of the Department of Public Works and payable only by the net revenues of the waterworks system for the purpose of (i) paying for capital additions and improvements to the waterworks system, including the City’s drinking water reservoir and pump station, the drinking water treatment plant, underground pipe and water distribution system, and (ii) to fund debt service reserve funds and pay costs of issuance?”

Estimated total Project Cost: \$ 20,000,000;

City Share of Costs: \$20,000,000.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

DPW - Water Resources

ORIGINAL

RESOLUTION RELATING TO

MARCH 4, 2025 -- ANNUAL CITY MEETING
ISSUANCE OF REVENUE BONDS FOR DRINKING
WATER UTILITY PROJECTS

Adopted by the City Council

January 27....., 20.25.....

Bob V. V. V. Clerk

Approved..... Jan 29....., 20.25.....

Edmund S. S. Mayor

Attest:

Lori Olberg

Lori Olberg
Licensing and Records Coordinator

Vol. Page

* * * * *

Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING—
PLEDGING THE CREDIT OF THE CITY ISSUE GENERAL
OBLIGATION BONDS FOR CITY’S FIVE-YEAR CAPITAL
PLAN

RESOLUTION _____
Sponsor(s): Bd. of Finance
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City of Burlington (the “City”) has established a process to identify and address challenges facing the City with respect to its public infrastructure and identified needs for various capital improvements; and

WHEREAS, through that process, the City has developed a 5-Year Capital Plan in order to enhance the ability to maintain and invest in the public infrastructure serving the City and its residents; and

WHEREAS, such Capital Plan is designed to bring greater rigor to decision-making regarding physical assets, identify areas of under-investment, prioritize and coordinate all types of capital assets and manage the cumulative cost of the infrastructure so that the impact on taxpayers is predictable and stable; and

WHEREAS, the City has determined in order to fund the costs of such capital improvements, it will be necessary to finance such capital costs; and

WHEREAS, Section 63 of the City’s Charter, provides that, with a two-thirds vote of the City’s voters, the City Council shall have the authority to pledge the credit of the City for any purpose by issuing its negotiable orders, warrants, notes or bonds, for which authority has been given by the voters;

NOW, THEREFORE, BE IT RESOLVED that the following question be placed on the ballot of the Annual City Meeting to be held March 4, 2025:

“Shall the City Council be authorized to issue general obligation bonds or notes in one or more series in an aggregate principal amount not to exceed Twenty Million dollars and 00/100 (\$20,000,000.00) to be borrowed in increments between Fiscal Year 2026 and Fiscal Year 2028 for the purpose of funding capital improvement infrastructure projects of the City and its departments in furtherance of the City’s 5-Year Capital Plan?”

City of Burlington Capital Committee

CT Office | DPW | BPRW | I&T | BCA | CEDO | Public Safety



MEMORANDUM

To: Board of Finance & City Council

Fr: Ashley Parker, Capital Program Director
Katherine Schad, CAO
Bradley Kukenberger, Director of Finance
Chapin Spencer, DPW Director
Cindi Wight, BPRW Director
Scot Barker, Chief Innovation Officer
Chief Michael LaChance, Burlington Fire Department
Charles Dillard, Director of City Planning
Zachary Nersinger, CEDO Community Works
Deryk Roach, Superintendent of Parks & Facilities
Nicole Losch, Grants Director
Shannon Trammell, Executive Manager, Burlington Police Department
Laura Wheelock, DPW City Engineer
Sophie Sauvé, BPRW Comprehensive Planner
Sara Katz, Assistant Director, Burlington City Arts

Re: March 4, 2025: Town Meeting Day Authorization to Issue General Obligation Bond for General Fund Capital Projects

Date: January 27, 2025

General Fund Capital – An Overview

The City's General Fund Capital Program focuses on capital asset needs across General Fund Departments. This includes construction, renovation, remodeling of buildings, structures, streets, sidewalks, and parks. It does not include annual routine maintenance or repair expenditures. Departments that are able to request General Fund Capital revenues include: DPW (Fleet, Streets, Sidewalks, Bridges, and Transportation Safety), Parks (including Central Facilities), Fire, Police, Innovation & Technology, and Public Art.

As we start planning for the Fiscal Year (FY) 2026 Budget, the General Fund Capital Program only has access to \$2M in annual borrowing as allowed by the City Charter. Per the City's Council Approved [5-Year Capital Plan](#), the City is projecting at least an annual need of \$8-10M of revenue a year. As a result, staff are recommending moving forward with a new \$20M General Obligation (GO) Bond to help ensure continued good governance of existing City infrastructure, including timely maintenance and replacement of critical infrastructure. As City projects continue to manage impacts related to inflation, it is important that the City continue investing in its critical infrastructure in order to prevent adding more stress to the Capital Program via increases in projects or project budgets.



\$20M GO Bond Spend-out Projection			
Revenue Source	FY26	FY27	FY28
Annual CIP	\$2M	\$2M	\$2M
\$20M GO Bond	\$7M	\$6.5M	\$6.5M
Total Revenue	\$9M	\$8.5M	\$8.5M

Focusing on Critical Infrastructure – What is the Need?

The Capital Program is projecting significant need across all General Fund Asset Classes. Below is a summary of the overall need, but the Capital Program encourages all Councilors and residents to please check out the new [Capital Planning Map online](#). This map will show you all of the capital need across all asset classes throughout the City for the next 6 years (FY26-31) in much more detail.

1. **Fleet:** City General Fund Departments own 242 vehicles and equipment.
 - 30% need to be replaced; 45% of those are critical public safety vehicles (fire, police, snow removal)
 - City had to defer spending on General Fund Fleet in FY24 and FY25, so returning to a regular replacement schedule for Fleet is critical.
 - FY26 projections indicate a need to cover ~\$3M of General Fund Fleet needs with the bond. This would help move the City back to a more normal replacement schedule.
2. **Sidewalks:** The City has 133 miles of sidewalk.
 - ~3 miles should be replaced annually; cost = \$1M/mile
 - DPW is currently projecting that 17.2 miles of the existing sidewalk network is in serious or poor condition.
3. **Streets:** The City owns and maintains 88 miles of street.
 - ~4 miles should be paved annually; cost = \$1.2M/mile
 - DPW is currently projecting that 10.8 miles of the existing network do not meet acceptable condition.
4. **Transportation Safety:** Incorporating needs across the City's bridges and transportation calming projects.
 - 3 bridges are captured in the Capital Plan for replacement/repairs, including the Winooski Bridge (Local Match Need = \$4M).
 - \$300K/year could get the City 14 new transportation calming projects (achieving 75% of current community requests).

City of Burlington Capital Committee

CT Office | DPW | BPRW | I&T | BCA | CEDO | Public Safety



5. **City Buildings:** The City owns and is responsible for 19 buildings on the General Fund side, including all City Fire Stations, 1 North Ave, City Hall, and the Miller Center.
 - There is currently ~\$13M in deferred need across all City facilities (~\$700K/facility).
 - Funding from this bond would help address critical improvement projects resulting from deferred maintenance. These would not be “band aid” – type projects.
6. **Parks:** There are 37 City Parks. Park projects in the current Capital Plan include opportunities at Calahan Park, North Beach, Perkins Pier, Blanchard Beach, and more.
 - There is currently ~\$24M in deferred need across all City parks (~\$700K/park).

The \$20M GO Bond is a critical revenue opportunity for the City to address many of the needs laid out here. Below is a table that shows how the \$20M GO Bond could be spread across all of these needs. This is very high level and in a DRAFT format, but it gives an idea of how the money could be spent.

Capital \$20M DRAFT Allocations for 1st Priority Need (FY26-28)*		
Asset	% of \$20M	Notes
Fleet	min 15%	Gets City back to regular replacement schedule
Sidewalks	25-35%	With Street Capital supplement, would hit 3 mi/year
Streets	25-35%	With Street Capital supplement, would hit 4 mi/year
Facilities	13-30%	13% could support deferred maintenance in the equivalent of 3 buildings
Parks	6-10%	10% could support deferred maintenance in the equivalent of 3 parks
Traffic Safety	1-3%	With Street Capital supplement, 3% could hit 75% of community requests
Local Matches	15-20%	20% would fully fund Winooski Bridge Local Match
*Note: No capital asset is guaranteed funding as the General Fund Capital Budget needs to be flexible and responsive to emergent needs, while also ensuring equitable implementation of infrastructure.		

Affordability & Tax Impact

Affordability is critical to the Administration, and the Capital Program is working hard to balance responsible investment in critical infrastructure while also ensuring residents can afford their property tax bills. The FY26 Operating Budget process is well underway, and the City has goals for efficiency in services and better planning of maintenance expenditures. In addition, the City has invested in systems and programs to better monitor and track capital assets and expenditures. For example, over the last six months, the Fleet Team has implemented a new asset management software so that the City has a better sense of how existing vehicles and equipment are maintained and utilized. This will provide the City with better data on its Fleet assets and also give us a sense of how best to right-size the Fleet (if that is necessary), as well as improving our preventative maintenance process.

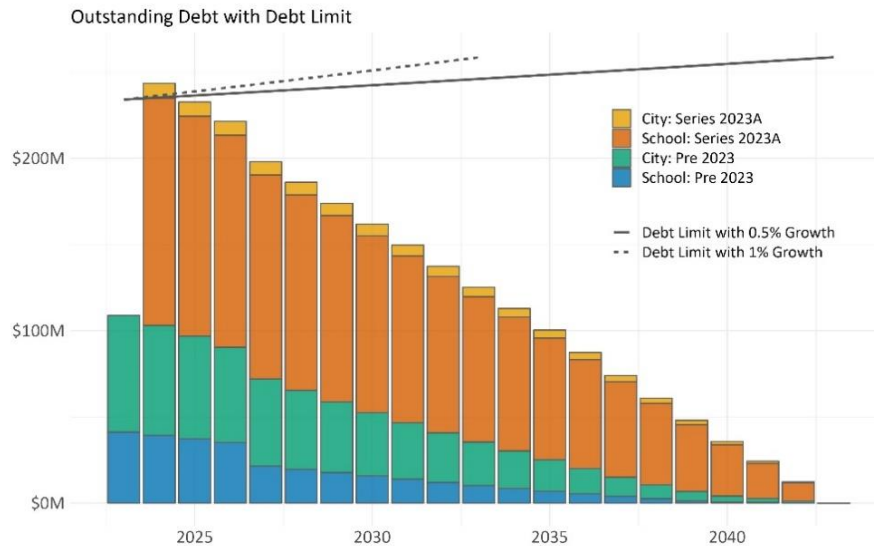
City of Burlington Capital Committee

CT Office | DPW | BPRW | I&T | BCA | CEDO | Public Safety



The Capital Program will also continue to look for different opportunities to leverage any capital revenues there are. The City was successful in leveraging \$5M from the last GO Bond for \$7M in grant funding. We have similar supplemental funding goals at this time, depending on the success of this GO Bond request and any additional revenue sources available to the program.

The City Team has reviewed its Debt Policy. Due to growth of the grand list and the ability of the City to pay down existing principal and interest faster than originally projected, there is now \$20M of debt capacity available.



If the Council authorizes this bond, and the voters approve it, the City would not draw down the full \$20M in FY26. It would be drawn down over the next three FYs (FY26-28) (see \$20M GO Bond Spend-out Project table above). Therefore, the maximum tax impact is \$12/month increase for a \$500K house (see table below for more details).

Assessed Home Value	Monthly Expected Tax Increase
\$300,000	\$6.92
\$500,000	\$11.58
\$700,000	\$16.18
\$900,000	\$20.83

In Summary

The City's Capital Program is recommending that the City Council adopt the attached resolution requesting authorization for the following question regarding the \$20M GO Bond for the City's General Fund Capital Program to be placed on the March 4, 2025 Town Meeting Day ballot:

"Shall the City Council be authorized to issue general obligation bonds or notes in one or more series in an aggregate principal amount not to exceed Twenty Million dollars and 00/100 (\$20,000,000.00) to be borrowed in increments between Fiscal Year 2026 and

City of Burlington Capital Committee

CT Office | DPW | BPRW | I&T | BCA | CEDO | Public Safety



Fiscal Year 2028 for the purpose of funding capital improvement infrastructure projects of the City and its departments in furtherance of the City's 5-Year Capital Plan?"

Recommended Motions

For Board of Finance –

Move to recommend that the City Council approve the attached resolution authorizing the proposed question related to the \$20M General Obligation Bond for General Fund Capital infrastructure be placed on the ballot for Town Meeting Day to be held on March 4, 2025.

For City Council –

To adopt the attached resolution authorizing the proposed question related to the \$20M General Obligation Bond for General Fund Capital infrastructure be placed on the ballot for Town Meeting Day to be held on March 4, 2025.



\$20M GO Bond

Prioritizing Affordable Public Infrastructure

January 27, 2025



What to Expect Tonight

- Just a Quick Review
- Where to Find More Info





Prioritizing Affordable Public Infrastructure

What is the Need?



Why We Need \$20M Bond on TMD 2025

Impacts to Capital Assets WITHOUT the \$20M – relying on \$2M Annual Borrowing*

Fleet	1 Fire Truck, 1 Ambulance, 2 Plow Trucks, 1 Commercial Mower
Sidewalks	2 miles of sidewalk replaced/year
Streets	1.8 miles of street paved/year
Bridges	½ the local match need for the Winooski Bridge Project
Facilities	Deferred maintenance in the equivalent of 3 City Buildings
Parks	Deferred maintenance in the equivalent of 3 Parks
Traffic Safety	93 permanent and temporary projects



\$20M GO Bond Spend-out Projection

Revenue Source	FY26	FY27	FY28
Annual CIP	\$2M	\$2M	\$2M
\$20M GO Bond	\$7M	\$6.5M	\$6.5M
Total Revenue	\$9M	\$8.5M	\$8.5M



Focusing on Critical Infrastructure

Capital Asset Need

Fleet	\$3.3M need in FY26
Sidewalks	\$3M/year to replace 3 miles of Sidewalk
Streets	\$4.8M/year to pave 4 miles of Street
Bridges	\$4M of local match need for the Winooski Bridge
Transportation Safety	\$300K/year = 14 temporary/permanent traffic calming projects
Buildings	\$9.2M in critical projects
Parks	\$6.5M in critical projects





Proposed Allocation

Capital \$20M DRAFT Allocations for 1st Priority Need (FY26-28)*		
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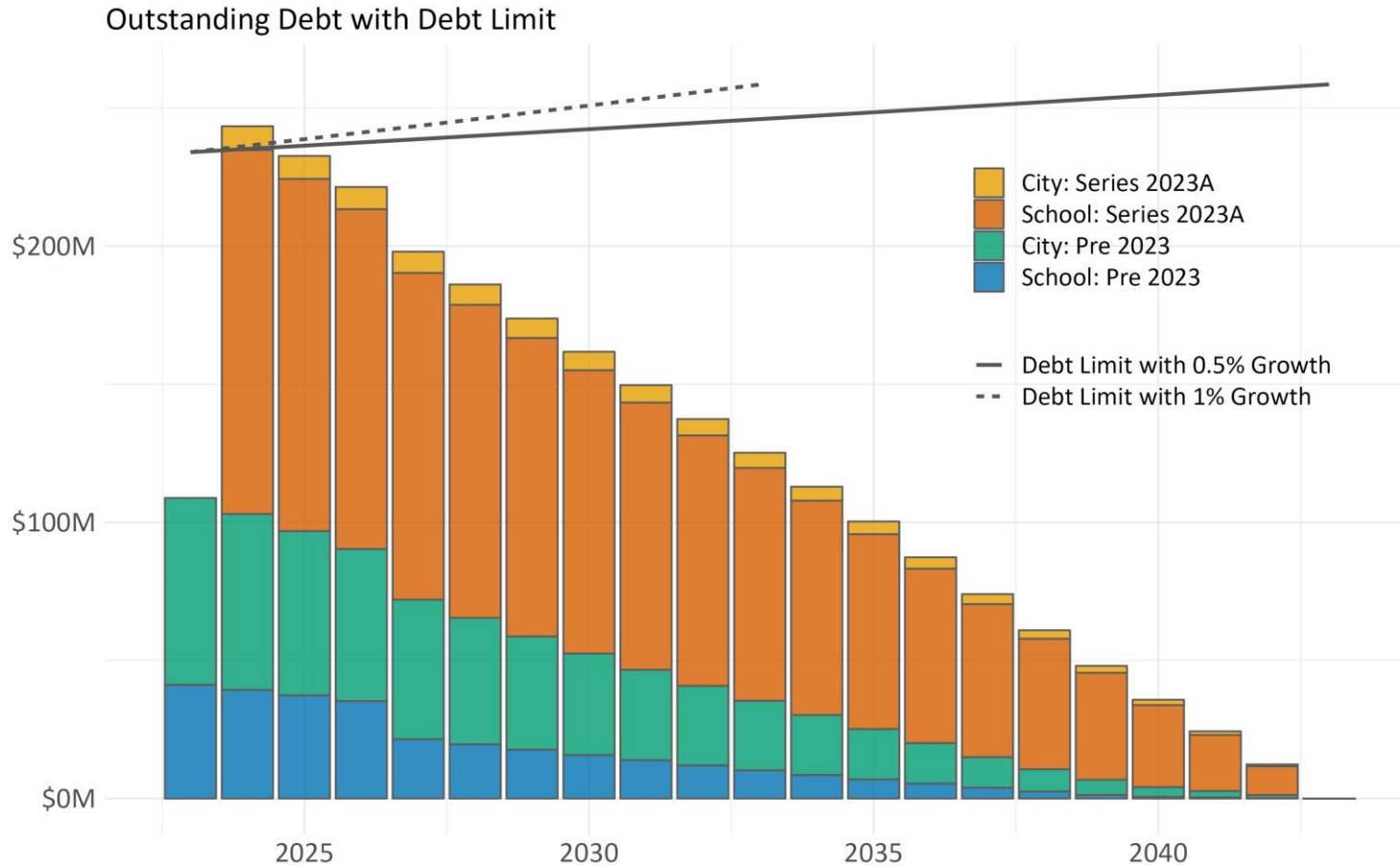


Prioritizing Affordable Public Infrastructure

What is the Tax Impact?



Phase Three: Fitting in with Debt Policy



- City recalculates existing debt annually per our policy
- Due to growth of grand list and paying down principal & interest faster than originally projected, there is now \$20M of debt capacity that has freed up



Effect on Tax Bills

- The \$20M bond would be repaid through a small increase in municipal property taxes starting in FY26.
- We anticipate the increase to be approximately:

Assessed Home Value	Monthly Expected Tax Increase
\$300,000	\$6.92
\$500,000	\$11.58
\$700,000	\$16.18
\$900,000	\$20.83

\$20M GO Bond Spend-out Projection

Revenue Source	FY26	FY27	FY28
Annual CIP	\$2M	\$2M	\$2M
\$20M GO Bond	\$7M	\$6.5M	\$6.5M
Total Revenue	\$9M	\$8.5M	\$8.5M

- The effect from this bond will not be more than the amount listed on this slide; it could be less over a payback period of 20 years.



Next Steps

- The GO Bond needs a 2/3 vote to pass.
- If it passes, the City will borrow money incrementally, as needed over FY26-28.
- Approving this bond does not approve any specific projects. All proposed capital projects still need approval from the Capital Committee plus
 - if they are above \$250K they require BOF approval and
 - if above \$500K they require BOF and CC approval.





Questions?



Thank you!

For more information, please contact
Ashley Parker, Capital Program Director:
aparker@burlingtonvt.gov.

You can also visit the City's webpage and
click the [Elections button](#).

Board of Finance and City Council Submission Checklist

Department: CT Office Submitter: Ashley Parker
 Title/Subject: March 4, 2025: Town Meeting Day Authorization to Issue General Obligation Bond for General Fund Capital Projects

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	
☒	Concurrent	1/27/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	1/21/2025	Katherine Schad
Mayor's Office informed and approved memo	Yes	1/23/2025	Erin Jacobsen
Board/Commission, if required	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	1/22/2025	Jessica Brown, Esq.
CAO has reviewed budget, financing, and memo	Yes	1/21/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	Yes	Presentation
Draft Resolution or Motion?	Yes	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

Resolution Relating to

MARCH 4, 2025 ANNUAL CITY MEETING—
PLEDGING THE CREDIT OF THE CITY ISSUE GENERAL
OBLIGATION BONDS FOR CITY’S FIVE-YEAR CAPITAL
PLAN

RESOLUTION 8.10

Sponsor(s): Bd. of Finance

Introduced: 01/27/2025

Referred to: _____

Action: Adopted

Date: 01/27/2025

Signed by Mayor: 01/29/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, the City of Burlington (the “City”) has established a process to identify and address
2 challenges facing the City with respect to its public infrastructure and identified needs for various capital
3 improvements; and

4 WHEREAS, through that process, the City has developed a 5-Year Capital Plan in order to enhance the
5 ability to maintain and invest in the public infrastructure serving the City and its residents; and

6 WHEREAS, such Capital Plan is designed to bring greater rigor to decision-making regarding physical
7 assets, identify areas of under-investment, prioritize and coordinate all types of capital assets and manage the
8 cumulative cost of the infrastructure so that the impact on taxpayers is predictable and stable; and

9 WHEREAS, the City has determined in order to fund the costs of such capital improvements, it will be
10 necessary to finance such capital costs; and

11 WHEREAS, Section 63 of the City’s Charter, provides that, with a two-thirds vote of the City’s voters,
12 the City Council shall have the authority to pledge the credit of the City for any purpose by issuing its
13 negotiable orders, warrants, notes or bonds, for which authority has been given by the voters;

14 NOW, THEREFORE, BE IT RESOLVED that the following question be placed on the ballot of the
15 Annual City Meeting to be held March 4, 2025:

16 “Shall the City Council be authorized to issue general obligation bonds or notes in one or more series
17 in an aggregate principal amount not to exceed Twenty Million dollars and 00/100 (\$20,000,000.00) to
18 be borrowed in increments between Fiscal Year 2026 and Fiscal Year 2028 for the purpose of funding
19 capital improvement infrastructure projects of the City and its departments in furtherance of the City’s
20 5-Year Capital Plan?”

21
22
23 JB/Resolutions 2025/March 4, 2025 Annual City Meeting—Pledging the Credit of the City Issue General Obligation Bonds for City’s Five-Year
24 Capital Plan
25 1/23/25

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

Ashley Parker, C/T

ORIGINAL

RESOLUTION RELATING TO

MARCH 4, 2025 ANNUAL CITY MEETING --
PLEDGING THE CREDIT OF THE CITY
ISSUE GENERAL OBLIGATION BONDS FOR

CITY'S FIVE-YEAR CAPITAL PLAN

Adopted by the City Council

January 27
....., 20.25.....

Bobby V. Viny
..... Clerk

Approved....., 20.25.....

Edward J. DeLoe
..... Mayor

Vol. Page

Attest:

Lori Olberg

Lori Olberg
Licensing and Records Coordinator

* * * * *

Resolution Relating to

ESTABLISHING A VIOLATION REPORTING
INCENTIVIZATION PILOT (VRIP)

RESOLUTION_____

Sponsor(s): Councilors Litwin,
McKnight, Traverse, Carpenter,
Shannon, Barlow
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

- 1 That WHEREAS, on December 9, 2024, the Burlington City Council amended Chapter 21, Section 1,
- 2 Article 29, paragraph (e) of the Burlington Code of Ordinances to maintain and advertise an electronic means
- 3 for the public to submit evidence of violations of the graffiti/public nuisance section; and
- 4 WHEREAS, in addition to this action, the Burlington City Council tasked its Ordinance Committee to
- 5 work in collaboration with the City Attorney’s Office and other interested parties to continue reviewing the
- 6 feasibility of enhanced graffiti enforcement mechanisms that are constitutionally appropriate and comport with
- 7 other applicable laws; and
- 8 WHEREAS, due to staffing and resource shortages, the City of Burlington does not have capacity to
- 9 timely investigate and enforce all municipal ordinance violations, including, but not limited to, those involving
- 10 graffiti, illegal camping, and other public nuisances; and
- 11 WHEREAS, in 2018, the New York City Council enacted law 717-A, an idling-reduction law, and
- 12 specifically incentivized residents to report idling violations through a financial reward equal to 25% of the
- 13 total fines collected for cited violations;¹ and.
- 14 WHEREAS, the City of Los Angeles, California enables community members to report graffiti, illegal
- 15 dumping in return for a financial reward;² and

¹ “A Local Law to amend the administrative code of the city of New York, in relation to civil penalties for idling infractions and enforcement through citizen complaints” Helen K. Rosenthal, Donovan J. Richards, Margaret S. Chin, Costa G. Constantinides, Mark Levine, Annabel Palma, Robert E. Cornegy, Jr., Antonio Reynoso, Karen Koslowitz, Carlos Menchaca, Brad S. Lander, I. Daneek Miller, *New York City Council, File #: Int 0717-2015* (2018). *Key summary: Law proposed by New York City (NY) city council in 2015 to require reporting on idling complaints as well as increase the incentive for citizen enforcement of idling complaints.* <https://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2240465&GUID=2FDAF985-586E-4902-9918-BC683FAACFE8&Options=ID7cText%7c&Search=IDLI%NG>

² “Chapter 12 Payment of Special Rewards” *Los Angeles Charter and Administrative Code*, https://codelibrary.amlegal.com/codes/los_angeles/latest/laac/0-0-0-45493

Resolution Relating to ESTABLISHING A VIOLATION REPORTING INCENTIVIZATION PILOT (VRIP)

WHEREAS, Houston (TX)³, San Diego and Los Angeles (CA)⁴, and Phoenix (AZ)⁵ all offer cash rewards of \$500+ for reporting graffiti offenders that lead to a successful conviction, usually through online systems or 311; and

WHEREAS, Houston (TX)⁴, and New Orleans (LA)⁶ similarly have various financially incentivized reporting programs designed to assist the city with the task of enforcing ordinances related to various forms of public blight; and

WHEREAS, for local governments and organizations, offering financial incentives can be a cost-effective way to achieve larger social goals, such as reducing crime or improving public spaces⁷; and

WHEREAS, financial incentivization is a well-tested method for increased public engagement, especially in the field of public health⁸, and provides both outlets for those who are passionate about a particular public concern and rewards that can increasingly motivate resident participation in upholding our community standards⁹;

NOW, THEREFORE, BE IT RESOLVED that in considering options for enhanced enforcement mechanisms pursuant to the City Council's directive of December 9, 2024, the Ordinance Committee shall consider and submit ordinance language to the Council to establish a Violation Reporting Incentivization Pilot (VRIP) program in order to increase evidence gathering and reporting for specific ordinance violations using

³ "Wiping Out Graffiti in Houston" *City of Houston TX*, <https://www.houstontx.gov/graffiti/teamingup.html>

⁴ "Spray and Pay Graffiti Rewards Program" *San Diego.gov*, <https://www.sandiego.gov/street-div/services/graffiti/rewards>

⁵ Twitter Post: "Graffiti Free Phoenix", *City of Phoenix, AZ @CityofPhoenixAZ* (02-01-2019), <https://x.com/CityofPhoenixAZ/status/1091365658858786819>

⁶ "Chapter 66, Article V: Nuisance, Division 2, 66-283", *New Orleans City Code*, https://library.municode.com/la/new_orleans/codes/code_of_ordinances?nodeId=PTIICO_CH66EN_ARTVNU_DIV2LI_S66-283REILLIDU

⁷ "Financial Incentives for Whistleblowers: A Short Survey" Giancarlo Spagnolo, Theo Nyrreröd, Stockholm Institute of Transition Economics (SITE), SITE Working Paper No. 50, <https://www.econstor.eu/bitstream/10419/249245/1/hasite0050-1.pdf> Note: While this paper focuses on various forms of corporate or tax crime, the principles are arguably the same. The authors found that, "...if competently designed and properly administered - these programs are very effective at increasing detection and sanctions against corporate fraud, and most importantly at deterring firms from engaging in fraudulent behaviour in the first place. In terms of administration costs, a simple back-of-the-envelope calculation suggests that these programs are also largely self-financing, thereby also saving law enforcement costs."

⁸ "The Impacts of Financial Incentives on Service Engagement Among Adults Experiencing Homelessness and Mental Illness: A Pragmatic Trial Protocol." Nadine Reid, Rosane Nisenbaum, Stephen H Hwang, Anna Durbin, Nicole Kozloff, Ri Wang, Vicky Stergiopolous," *Frontiers in Psychiatry* (2021, Aug. 3): <https://pmc.ncbi.nlm.nih.gov/articles/PMC8369574/>

⁹ "You can now make thousands of dollars reporting on idling vehicles in NYC" Lee Doyle and Alex Lubben, *Vice News* (2019). <https://www.vice.com/en/article/you-can-now-make-thousands-of-dollars-reporting-on-idling-vehicles-in-nyc/> Key summary: Article summarizes interviews from several NYC residents who are compelled to report idling vehicles in the city thanks to the new incentive program, as well as for personal reasons that include environmentalism, and improving public health and safety.

financial incentivization mechanisms, and the Ordinance Committee shall report back to the City Council on its review along with any recommended ordinance language on or before March 24, 2025; and

BE IT FURTHER RESOLVED that in their review the Ordinance Committee, with consultation from the City Attorney's Office, shall make recommendations for the set amounts or fine percentages that reporters can receive and what would qualify them to receive those funds; and

BE IT FURTHER RESOLVED that any VRIP pilot shall be limited in scope for at least 12 months and may only include the ordinances that address the following: 1) graffiti and defacement or destruction of public property, 2) certain parking violations such as unauthorized usage of handicapped or emergency spots, bus stop violations, bike lane violations, or vehicles that would cause pedestrians to be obstructed from passing or pose an ADA violation; and 3) littering and illegal dumping. The Council authorizes the Ordinance Committee to make proposals beyond this but cautions the Committee to keep any VRIP narrowly tailored and limited in scope to help with future assessment and evaluation; and

BE IT FURTHER RESOLVED that the City Council encourages the Ordinance Committee to also update the City's graffiti definitions to improve the public's understanding of what would and would not fall under that definition.

BE IT FURTHER RESOLVED that the Community Justice Center staff and Board, with consultation from the City Attorney's Office, shall analyze the feasibility of and provide recommendations to the Council on what resources are needed from the City in order to require that those found responsible for violating the graffiti or illegal dumping ordinance engaged in graffiti or related cleanup on public property within the City of Burlington in order to repair financial and communal harms directly to the victim. If the infrastructure and resources are already in place, the Community Justice Center staff and Board should provide to the Council recommendations for what obstructions may exist that the Council should consider and address. They must provide their findings and recommendations to the City Council and Ordinance Committee by March 10, 2025. This should be reviewed by the City Attorney's Office prior to coming before the Council; and

BE IT FURTHER RESOLVED that the Council should commission further study and analysis after 12 months of enacting this policy and provide recommendations for the pilot's future to the Council; and

BE IT FURTHER RESOLVED that the City should establish a mechanism for the public to submit feedback on the pilot throughout the 12-month period, which may be integrated into the previously approved reporting platform or method; and

61 BE IT FURTHER RESOLVED that in any language recommended for the VRIP pilot, the Ordinance
62 Committee shall ensure reports made using the city-established protocols allow for the protection of any
63 reporter's identity to the extent permitted under all applicable federal, State, and municipal laws.

64
65 EL/Resolutions 2025/*Establishing a Violation Reporting Incentivization Pilot (VRIP)*
66 1/23/25

Resolution Relating to

ESTABLISHING A VIOLATION REPORTING
INCENTIVIZATION PILOT (VRIP)

RESOLUTION 8.11

Sponsor(s): Councilors Litwin,
McKnight, Traverse, Carpenter,
Shannon, Barlow
Introduced: 01/27/2025
Referred to: _____
Action: Adopted
Date: 01/27/2025
Signed by Mayor: 01/29/25

CITY OF BURLINGTON

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² “Chapter 12 Payment of Special Rewards” *Los Angeles Charter and Administrative Code*, https://codelibrary.amlegal.com/codes/los_angeles/latest/laac/0-0-0-45493

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

.....
.....
.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

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⁴ "Spray and Pay Graffiti Rewards Program" *San Diego.gov*, <https://www.sandiego.gov/street-div/services/graffiti/rewards>

⁵ Twitter Post: "Graffiti Free Phoenix", *City of Phoenix, AZ @CityofPhoenixAZ* (02-01-2019), <https://x.com/CityofPhoenixAZ/status/1091365658858786819>

⁶ "Chapter 66, Article V: Nuisance, Division 2, 66-283", *New Orleans City Code*, https://library.municode.com/la/new_orleans/codes/code_of_ordinances?nodeId=PTIICO_CH66EN_ARTVNU_DIV2LI_S66-283REILLIDU

⁷ "Financial Incentives for Whistleblowers: A Short Survey" Giancarlo Spagnolo, Theo Nyneröd, Stockholm Institute of Transition Economics (SITE), SITE Working Paper No. 50, <https://www.econstor.eu/bitstream/10419/249245/1/hasite0050-1.pdf> *Note: While this paper focuses on various forms of corporate or tax crime, the principles are arguably the same. The authors found that, "...if competently designed and properly administered - these programs are very effective at increasing detection and sanctions against corporate fraud, and most importantly at deterring firms from engaging in fraudulent behaviour in the first place. In terms of administration costs, a simple back-of-the-envelope calculation suggests that these programs are also largely self-financing, thereby also saving law enforcement costs."*

⁸ "The Impacts of Financial Incentives on Service Engagement Among Adults Experiencing Homelessness and Mental Illness: A Pragmatic Trial Protocol." Nadine Reid, Rosane Nisenbaum, Stephen H Hwang, Anna Durbin, Nicole Kozloff, Ri Wang, Vicky Stergiopolous," *Frontiers in Psychiatry* (2021, Aug. 3): <https://pmc.ncbi.nlm.nih.gov/articles/PMC8369574/>

⁹ "You can now make thousands of dollars reporting on idling vehicles in NYC" Lee Doyle and Alex Lubben, *Vice News* (2019). <https://www.vice.com/en/article/you-can-now-make-thousands-of-dollars-reporting-on-idling-vehicles-in-nyc/> *Key summary: Article summarizes interviews from several NYC residents who are compelled to report idling vehicles in the city thanks to the new incentive program, as well as for personal reasons that include environmentalism, and improving public health and safety.*

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Adopted by the City Council

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Approved....., 20.....

..... Mayor

Vol. Page

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financial incentivization mechanisms, and the Ordinance Committee shall report back to the City Council on its review along with any recommended ordinance language on or before March 24, 2025; and

BE IT FURTHER RESOLVED that in their review the Ordinance Committee, with consultation from the City Attorney's Office, shall make recommendations for the set amounts or fine percentages that reporters can receive and what would qualify them to receive those funds; and

BE IT FURTHER RESOLVED that any VRIP pilot shall be limited in scope for at least 12 months and may only include the ordinances that address the following: 1) graffiti and defacement or destruction of public property, 2) certain parking violations such as unauthorized usage of handicapped or emergency spots, bus stop violations, bike lane violations, or vehicles that would cause pedestrians to be obstructed from passing or pose an ADA violation; and 3) littering and illegal dumping. The Council authorizes the Ordinance Committee to make proposals beyond this but cautions the Committee to keep any VRIP narrowly tailored and limited in scope to help with future assessment and evaluation; and

BE IT FURTHER RESOLVED that the City Council encourages the Ordinance Committee to also update the City's graffiti definitions to improve the public's understanding of what would and would not fall under that definition.

BE IT FURTHER RESOLVED that the Community Justice Center staff and Board, with consultation from the City Attorney's Office, shall analyze the feasibility of and provide recommendations to the Council on what resources are needed from the City in order to require that those found responsible for violating the graffiti or illegal dumping ordinance engaged in graffiti or related cleanup on public property within the City of Burlington in order to repair financial and communal harms directly to the victim. If the infrastructure and resources are already in place, the Community Justice Center staff and Board should provide to the Council recommendations for what obstructions may exist that the Council should consider and address. They must provide their findings and recommendations to the City Council and Ordinance Committee by March 10, 2025. This should be reviewed by the City Attorney's Office prior to coming before the Council; and

BE IT FURTHER RESOLVED that the Council should commission further study and analysis after 12 months of enacting this policy and provide recommendations for the pilot's future to the Council; and

BE IT FURTHER RESOLVED that the City should establish a mechanism for the public to submit feedback on the pilot throughout the 12-month period, which may be integrated into the previously approved reporting platform or method; and

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Attest:

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61 BE IT FURTHER RESOLVED that in any language recommended for the VRIP pilot, the Ordinance
62 Committee shall ensure reports made using the city-established protocols allow for the protection of any
63 reporter's identity to the extent permitted under all applicable federal, State, and municipal laws.

64
65 EL/Resolutions 2025/*Establishing a Violation Reporting Incentivization Pilot (VRIP)*
66 1/23/25

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department(s) on
Ordinance Committee

ORIGINAL

RESOLUTION RELATING TO

ESTABLISHING A VIOLATION REPORTING
INCENTIVIZING PILOT (VRIP)

Adopted by the City Council

January 27....., 20.25.....

[Signature] Clerk

Approved..... Jan 29....., 20.25.....

[Signature] Mayor

Attest:
[Signature]
Lori Olberg
Licensing and Records Coordinator

Vol. Page

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