



Board of Finance

Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall

Join from PC, Mac, iPad, or Android:

<https://zoom.us/j/91446104972>

Phone one-tap:

+16469313860,,91446104972# US

Join via audio:

+1 646 931 3860 US

Webinar ID: 914 4610 4972

International numbers available: <https://zoom.us/u/abxOo5EtgZ>

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

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	2. Public Forum

Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	3.2. January 27, 2025 Board of Finance Meeting Minutes, Draft - C/T
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information Minutes
Recommended Action	approve the minutes
Subject	3.3. 2025 VTRANS Certificate of Highway Mileage - DPW
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council accept the recorded mileage for the City of Burlington with the Vermont Agency of Transportation in the 2025 Highway Mileage Certificate, and authorize Chapin Spencer, Director of Public Works, to execute the certificate on behalf of City Council

Subject	3.4. Authorization to Sponsor The Flynn Center for Performing Arts' Co-Production & Management of the Black Experience 2025 Event - REIB
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Racial Equity, Inclusion, & Belonging (REIB)
Type	Action (Consent)
Recommended Action	to approve and recommend to the City Council that the Director of Racial Equity, Inclusion, and Belonging executes a grant agreement with the Flynn Center for Performing Arts for the production and management of the Black Experience 2025 event in an amount not to exceed \$10,000.000, subject to review by the City Attorney's Office
Subject	3.5. Grant Approval for Electric Bucket Truck - BED
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	3. Consent Agenda
Department	Burlington Electric Department
Type	Action (Consent)
Recommended Action	to recommend the City Council authorize the General Manager of the Burlington Electric Department to enter into a grant agreement with the Vermont Agency of Natural Resources, as described above, to accept up to \$564,000 in grant funds to support the purchase of an all-electric bucket truck for Burlington Electric's fleet, subject to final review and approval from the City Attorney's Office

4. Deliberative Agenda

Subject	4.1. Burlington Police Department Interior Flooring Replacement - BPRW
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	to approve and authorize the execution of a contract with Farrington Construction, Inc., for a price not to exceed \$290,192.95 for the Burlington Police Department flooring project, plus a project contingency of \$29,000, for a total approved project expenditure including contingency not to exceed \$319,182.95), and to authorize Cindi Wight, Director of Parks, Recreation and Waterfront, to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office
Subject	4.2. Reclassification and Retitling an Assistant City Attorney to Assistant City Attorney - Director of General Government & Transactional Services - City Attorney's Office

Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	City Attorney
Type	Action
Recommended Action	to recommend that the City Council eliminate the vacant position of Deputy City Attorney, Regular, Full-time, Non-Union, Grade 26 and approve the reclassification and retitling to Assistant City Attorney – Director of General Government & Transactional Services, Regular, Full-time, Exempt, Non-Union, Grade 26
Subject	4.3. Reclassification of Operations Director to Financial and Budget Manager and Elimination of Budget Manager - C/T
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	• To approve and recommend that City Council approve the elimination of the vacant Budget Manager position, a Regular, Non-union, Full-Time, Exempt, Non-Union, Grade 22, role in the Clerk/Treasurer's Office. • To approve and recommend that City Council approve the reclassification of the Operations Director, a Regular, Non-union, Full-time, Exempt, Grade 24 position to Financial and Budget Manager, a Regular, Non-union, Full-time, Exempt, Grade 22 position in the Clerk/Treasurer's Office.
Subject	4.4. Reclassification of existing Planner position to Senior Planner - Planning
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Planning
Type	Action
Recommended Action	to approve and recommend that the City Council approve and authorize the reclassification of the Planner, a regular, exempt Grade 18 position to a regular, exempt Grade 19 position within the Office of City Planning
Subject	4.5. Municipal Resolution For Downtown Transportation Fund - C/T & DPW
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office

Type	Action Resolution
Recommended Action	to approve and recommend that the Board of Finance authorize the Director of Public Works and the Grants Team to apply for the Downtown Transportation Fund grant administered by VACCD for the Main St amenities in the amount of \$200,000, obligating the City to commit a local match of \$50,000 of the total project budget of \$250,000, subject to approval by the City Attorney's Office

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	February 10, 2025 - Board of Finance Meeting - Monday, February 10, 2025, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn