



City Council

Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

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

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******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	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 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 as follows: remove from the consent agenda item 5.12. Conservation Legacy Fund Nature Based Solutions (CLF NBS) Grant: recommendation for funding - BPRW/DPI (per CAO Schad); note amended version for deliberative agenda item 6.4. Resolution: Guaranteeing Access To City-Owned Buildings And Programs For City Councilors (Councilors Shannon, Litwin)(per Councilor Shannon); remove from the consent agenda item 5.15. Parking Garage Security Contract

Extension through FY25 - DPW - Division of Parking and Traffic and place it on the deliberative agenda as item 6.5. (per Councilor Grant)

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

Subject	2.1. Verbal reports
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

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

Subject	3.1. Verbal reports
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. 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

4. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

Subject	4.1. Verbal Comments
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

5. Consent Agenda

Subject	5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda

Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions as indicated
Subject	5.2. Accountability List - C/T
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. 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	5.3. Communication: Justin Charbonneau, re: Road Safety/Public Safety
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	5.4. Communication: Cindy Cook, re: Comments on Draft MOU w/UVMMC 2/18/25
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	5.5. Communication: Gretchen Galbraith, re: Blue Ribbon Commission resolution
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda

Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	5.6. Communication: Jeanne Keller, Ward One, re: Comments regarding vote on proposed UVM-MC MOU 2/18/25
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	5.7. Reclassification and Retitling an Assistant City Attorney to Assistant City Attorney - Director of General Government & Transactional Services - City Attorney
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	City Attorney
Type	Action (Consent) Communication
Recommended Action	to approve the reclassification and retitling from Assistant City Attorney to Assistant City Attorney – Director of General Government & Transactional Services, Regular, Full-time, Exempt, Non-Union, Grade 26
Subject	5.8. Creation of one new CEDO position within the CJC - CEDO/CJC/HR
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent) Communication
Recommended Action	to approve the creation of a second Reentry Coordinator position within CEDO, a Regular Service, Full-time, Union, Grade 16, position
Subject	5.9. FY24 City of Burlington TIF District Reports to the Vermont Economic Progress Council (VEPC) - C/T

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action Motion: To accept the staff report.
(No further action is required by the Board of Finance or City Council. State law merely requires presentation of this information to you.)

Subject 5.10. Communication: Justine Sears, Member, Public Works Commission, re: Stepping down

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading, accept the communication, place it on file, advertise the vacancy in Seven Days and send a letter of appreciation to Justine Sears thanking her for her time served as a Member of the Public Works Commission

Subject 5.11. Creation of Limited Service Interim Chief of Police Position - Mayor's Office

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Mayor's Office

Type Action (Consent)

Recommended Action to approve the hiring of Shawn Burke and creation of an Interim Chief of Police, a Limited Service, Non-union, Full-time, Exempt position

Subject 5.12. Conservation Legacy Fund Nature Based Solutions (CLF NBS) Grant: recommendation for funding - BPRW/DPI **AGENDA ITEM REMOVED**

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Parks, Recreation, & Waterfront

Type	Action (Consent)
Recommended Action	to approve disbursement of \$180,000 in Conservation Legacy Fund monies via grant awards to Vermont Youth Conservation Corps (\$30,000), Vermont Garden Network (\$75,125), Intervale Center (\$39,375), and Burlington Wildways (\$35,500) as recommended by the Conservation Board and Parks Commission and to authorize the City's Land Steward to execute the reward documents and any other documentation necessary to perform the award subject to final review and approval by the City Attorney's Office
Subject	5.13. Declaration of Election Results Questions on the Ballot Annual City Election - March 4, 2025 - C/T
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. 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	5.14. Declaration of Elected Candidates Annual City Election - March 4, 2025 - C/T
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. 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	5.15. Parking Garage Security Contract Extension through FY25 - DPW - Division of Parking and Traffic **NOW AGENDA ITEM 6.5.**
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to authorize the Director of Public Works to execute an amendment to the FY24-FY25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's

Office and approval by the Chief Administrative Office for compliance with the City's procurement and expenditure policies

Subject **5.16. Westlake Area Condominium Association - DPW - Division of Parking and Traffic**

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to authorize the Division Director of Parking and Traffic, or their designee, to be appointed to exercise both the City's and BCDC's votes on the WACA Board of Directors

Subject **5.17. FIO Documents**

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

Subject **5.18. Acceptance of Sidewalk Dedication from School Department - City Attorney's Office**

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department City Attorney

Type Action (Consent)
Resolution

Recommended Action to waive the reading and adopt the proposed resolution conditionally accepting the School District's dedication of sidewalks to be located at the high school property along North Avenue and Institute Road

Subject **5.19. Resolution: Ratification Of Appointment Of Acting Inspectors Of Election For Wards Three And Four Re: March 4th, 2025 Annual City Election (Councilor Traverse)**

Meeting March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type	Action (Consent) Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	5.20. Resolution: Release Of Certain Glebe And Perpetual Lease-Land Interests And Revision of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	City Attorney
Type	Action (Consent) Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	5.21. Resolution: Acceptance And Approval Of The FY2024 Audit (Board of Finance)
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Resolution
Recommended Action	move to recommend that the City Council adopt the attached resolution related to the FY24 Audit

6. Deliberative Agenda

Subject	6.1. Public Hearing Regarding ZA-25-05 Champlain College Bed Caps
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Planning
Type	Public Hearing
Recommended Action	open Public Hearing close Public Hearing
Subject	6.2. Ordinance: CDO Champlain College Bed Caps ZA-25-05 (Office of City Planning, Planning Commission, Ordinance Committee)
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Deliberative Agenda
Department	Planning
Type	Action Ordinance - Second Reading
Recommended Action	waive the reading and adopt the ordinance as amended by the Ordinance Committee
Subject	6.3. Resolution: Green Mountain Transit Funding And Sustainability (Councilors Barlow, Bergman, Broderick, Litwin, Shannon, Carpenter, Kane, Grant)
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	6.4. Resolution: Guaranteeing Access To City-Owned Buildings And Programs For City Councilors (Councilors Shannon, Litwin)
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	6.5. Parking Garage Security Contract Extension through FY25 - DPW - Division of Parking and Traffic **WAS CONSENT AGENDA ITEM 5.15.**
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to authorize the Director of Public Works to execute an amendment to the FY24-FY25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Committee Reports
Department	Council and Board
Type	Information

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

Subject	8.1. Verbal reports
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

10. Informational and Non-Discrimination Statements

Subject	10.1. 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	March 10, 2025 - Regular City Council Meeting - Monday, March 10, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

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

3/6/2025

	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
10	1/27/2025	Resolution: City Council Commitment To Rebuilding And Reconciling With The Burlington Police Department	Mayor to update the City Council referred to the Ordinance Committee, to report back to the City Council; CJC to report back to the City Council and Ordinance Committee	18-Feb-25
11	1/27/2025	Resolution: Establishing A Violation Reporting Incentivization Pilot (VRIP)	referred to the Ordinance Committee	on or before March 24, 2025; by March 10, 2025
12	2/10/2025	Ordinance: CDO - Performing Art Centers in the E-LM District ZA-25-04	referred to the Ordinance Committee	not-specified
13	2/10/2025	Ordinance: CDO Champlain College Bed Caps ZA-25-05	referred to the Ordinance Committee	not-specified

Lori Olberg

From: Justin Charbonneau <charbjc@hotmail.com>
Sent: Thursday, February 13, 2025 11:00 AM
To: burlingtontownclerk
Subject: Road Safety/Public Safety

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

Hello good afternoon, I wasn't sure what department to send this to so I figured I'd just shoot it to City Hall and you guys might be able to forward it to the correct department.

So I have a pedestrian, car safety concern. My concern is probably something that's already been brought up I'm sure, but I feel like I should bring it up regardless, only because I had someone almost walk in front of my 12 passenger van The other day and I feel like if I bring it up at least I know I'm doing my part.

So my concern centers around Church Street and luenig's bistro bijou building. I have been working in Burlington for the Salvation Army for 10 years so I do a lot of driving around the city and see a lot of stuff but this is probably one of the most glaring problems in my opinion, that can be easily fixed. What I'm seeing, and my concern is so many people are walking by that small building and it's a bit of a blind spot. And they do not stop to look for cars they just step into the road. Now if you are on college Street heading west and the bistro bijou is on your right you come up to a stop sign. Now I know to watch out for people so when I leave that stop sign I do it very slowly because I've had countless people step out in front of my truck or van whatever I'm driving at the time. The types of people can differ, it can be anybody It's definitely not pigeonhole to a certain type of person. I have seen so many different types of people just walk out whether it's looking at their phone or paying attention to something else. It seems like they forget there's a street there.

Last week I had a young woman stepped right in front of my van had I not been expecting it I probably would have motor down unfortunately. I had left the stop sign and I was only idling through because again, like I said people do it all the time so I'm prepared for it. Even though I'm prepared for it it's still scared me it scared her and it was a close call. She was very distracted by her phone instead of looking up realizing she was crossing a street. Now yes people should be aware they're stepping into a street but the reason I'm bringing it up is I feel like that bistro bijou building is a bit of a blind spot cuz it kind of comes almost right up to the street.

I don't know if there's something that can be done maybe put up a sign or maybe one of those mirrors that they have in parking garages so drivers and pedestrians can see around the corner but I do feel like it's something that is going to end badly and it's only a matter of time before it does.

Thank you for taking the time to read my email I apologize if it's not worded properly or efficiently I was just trying to get my thoughts across and my concerns across the best way I could. Thank you very much

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Comments on Draft MOU w/ UVMMC
Cindy Cook
ccook@adamantaccord.com
2/18/25

I understand the importance of fostering a good working relationship between the City and the Medical Center. This MOU is one-sided w/ significant benefits for the Medical Center and none for the city. I urge the City Council to scrap this draft and work to develop a MOU that is mutually beneficial.

The MOU as currently drafted commits the City to supporting:

1. Significant increases in building height, and
2. Substantially increased parking at the Medical Center.

That's crazy!

The City currently has absolutely no information on which to base support for either one.

We don't have any cross sections and elevations that depict how the huge increase in building height would affect the aesthetics of Colchester and East Ave travel corridors and the quality of life in adjacent neighborhoods.

We don't have information as to how 14+ story buildings would affect both increased shading and increased nighttime lighting.

East Ave, the Jug Handle and Main Street are already overburdened --beyond capacity--by current Medical Center traffic. The City does not have a traffic study or any information at all about the impact of a 50% increase in traffic on City roads.

Current traffic from the Medical Center results in:

- diminished air quality,
- excessive greenhouse gas emissions,
- dangerous conditions for bicyclists,
- diminished quality of life for residents and those using the East Ave travel corridor.

There are currently roughly 2,000 parking spaces at the Medical Center. The MOU commits the City to supporting a close to 1,000 space increase in parking. This would dramatically exacerbate all these impacts. It would also require expensive infrastructure improvements and would further erode the character of our neighborhoods.

I urge the City to start working with the Medical Center right away to develop a state-of-the-art Traffic Demand Side Management plan. And I urge the Council to refrain from supporting any increased parking until the Medical Center has conducted a traffic analysis and developed a robust plan for reducing--rather than increasing--traffic impacts.

Lori Olberg

From: Gretchen Galbraith <galbraig@gmail.com>
Sent: Saturday, February 15, 2025 11:43 AM
To: Lori Olberg
Subject: Fwd: Blue Ribbon Commission resolution

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

Dear Ms. Olberg,

This is to share my communication to Councilor Litwin with you as well. I understand that comments like these may be attached to the consent agenda for the full Council to read.

Thank you,
Gretchen Galbraith

Begin forwarded message:

From: Gretchen Galbraith <galbraig@gmail.com>
Subject: **Blue Ribbon Commission resolution**
Date: February 15, 2025 at 8:07:46 AM EST
To: elitwin@burlingtonvt.gov

Dear Councilor Litwin,

I am writing to express my strong support for the resolution creating the Blue Ribbon Commission that will be before City Council on February 18th. This proposal appears to offer a much needed path forward for addressing the now chronic challenges to community safety in our city.

Thank you,
Gretchen Galbraith
602 North Ave
Burlington

Comments of Jeanne Keller, Ward One, regarding vote on proposed UVM-MC MOU
2/18/2025

Mr. President, Ward One neighbors cannot imagine any of your fellow Council members voting in favor of this kind of development in their own neighborhoods, especially when the City gets nothing in return: no protections for green space, air space, for mitigation of traffic impacts, and no agreement for payments in lieu of taxes to offset infrastructure costs.

Here is what the city is not getting from the hospital MOU:

- We are not getting height reductions for buildings facing the Colchester Avenue neighborhood. Buildings could be 8-10 stories high with only a 12-foot setback
- We are not getting protection of the existing berm along the Colchester Avenue neighborhood.
- We are not getting protection of the existing buffer zone surrounding the hospital campus. Further encroachments are allowed.
- We are not getting a height limit for the proposed parking garages that will loom over the East Avenue neighborhood.
- We are not getting a commitment of PILOT payments to offset expected infrastructure impacts
- We are not getting a City Administration free to forcefully challenge the addition of 850 spaces. Future mayors and planners will be required to support these parking spaces by the MOU's plain language. There is no other reason for the hospital to demand this language except to limit City Administration challenges. There is no reason for the City to support this now.

On the other hand, what does the hospital get from this MOU: Everything they've asked for and want.

This is a bad deal for the city.

For what remains of my 2 minutes, Mr. President, I ask you to consider this rhetorical but sincere question:

How would you and other council members vote if this MOU was with a developer in your neighborhood?

JESSICA C. BROWN, ESQ.
City Attorney
KIMBERLEE J. STURTEVANT, ESQ.
ACA, Director of Litigation
HAYLEY I. McCLENAHAN, ESQ.
Assistant City Attorney
ERIK RAMAKRISHNAN, ESQ.
Assistant City Attorney
EMMETT WOOD, ESQ.
Assistant City Attorney



149 Church Street
Burlington, VT 05401-8489
Phone: (802) 865-7121
Fax: (802) 865-7123
TTY: (802) 865-7142

CITY OF BURLINGTON, VERMONT
OFFICE OF
THE CITY ATTORNEY
AND
CORPORATION COUNSEL

MEMO

To: City Council
From: Jessica Brown, City Attorney
Date: March 10, 2025
Re: Reclassification and Retitling an Assistant City Attorney to Assistant City Attorney – Director of General Government & Transactional Services

EXECUTIVE SUMMARY

The City Attorney's Office is requesting approval of the reclassification and retitling of an Assistant City Attorney position to Assistant City Attorney – Director of General Government & Transactional Services. The Board of Finance approved this request during its February 10, 2025 meeting.

BACKGROUND

During his 2021-2022 tenure, former City Attorney Dan Richardson proposed the creation of two positions within the City Attorney's Office: Deputy City Attorney, and Assistant City Attorney (ACA) – Director of Litigation. The goal was to recognize the experience of attorneys over time and to be intentional about the division of labor based on attorneys' areas of expertise. The Deputy City Attorney position has been vacant since August of 2023.

After assessing the needs of the department and consulting with the Mayor, CAO, and interim Director of Human Resources, I am proposing the reclassification and retitling of Erik Ramakrishnan's Assistant City Attorney position to Assistant City Attorney – Director of General Government & Transactional Services.

REASONING

In recent years, the City Attorney's Office has faced challenges retaining attorneys. I believe that one way to improve retention is to create pathways for advancement for all ACAs. Director titles can be drafted to reflect a particular ACA's areas of expertise and offer an opportunity for advancement based on years of experience.

The new role of Assistant City Attorney – Director of General Government and Transactional Services will benefit the CA Office by creating and/or improving systems around contracting, procurement, and tracking legislation that, in turn, will benefit all City Departments.

FINANCIAL IMPACT

The creation and appointment of the Director of General Government & Transactional Services will result in an increase to the pay grade to make it comparable to the pay grade for the Director of Litigation title. This increase in salary will be absorbed within the City Attorney’s FY25 budget due to the ongoing vacancy in the Deputy City Attorney position. As such, no additional changes to the City Attorney 101 GF are requested.

Position	Current Grade-Step	FY25 Salary	Proposed Grade-Step	FY25 Reclassified Salary	Increase
Reclassification /Retitling to: ACA – Director of General Government & Transactional Services	24-7	\$106,089.15	26-6	\$112,553.62	\$5,304.46

MOTION

City Council

To approve the reclassification and retitling from Assistant City Attorney to Assistant City Attorney – Director of General Government & Transactional Services, Regular, Full-time, Exempt, Non-Union, Grade 26.

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. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Board of Finance and City Council Submission Checklist

Department: City Attorney Submitter: Jessica Brown
 Reclassification and Retitling ACA to ACA-Director of General Government &
 Title/Subject: Transactional Services

	Approval:	Meeting Date:
☒	Board of Finance	2/10/2025
☒	City Council	3/10/2025
☐	Concurrent	

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	3/3/2025	Jessica Brown
Mayor's Office informed and approved memo	Yes	2/26/2025	Emma Mulvaney-Stanak
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	Choose an item.	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	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Yes	2/12/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Yes	2/13/2025	Reviewed by Lynn Reagan & Tim Williams
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	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	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.



COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

149 CHURCH STREET • ROOM 32 • CITY HALL • BURLINGTON, VT 05401
(802) 865-7144 • (802) 865-7024 (FAX)
www.burlingtonvt.gov/cedo

To: Board of Finance
City Council
From: Brian Pine, Director of CEDO
Rachel Jolly, Assistant Director, CJC
Lynn Reagan, Acting Director of Human Resources
Tim Clancy, Human Resources Manager
Date: March 4, 2025
RE: Creation of one new CEDO position within the CJC

Executive Summary

We propose creating one new CEDO position within the Community Justice Center (CJC):

- Reentry Coordinator, a Regular Service, Full-time, Union, Grade 16, position.

Background:

Since 2011, the Burlington CJC has staffed a full time Reentry Coordinator who has led our Circles of Support and Accountability (CoSA) program and provided reentry services to those reentering the community after incarceration. This position is funded by the VT Dept. of Corrections (DOC). In October of 2024, the DOC released a Request for Proposals (RFP) to provide Community and Restorative Justice Services in the area under the Burlington Probation and Parole District. We responded to that RFP on Jan. 30, 2025, and anticipate receiving the grant, totaling \$432,032, in March 2025.

If the City is awarded the grant, the CJC is required to hire an additional Reentry Coordinator to handle the expected additional referrals and to take on the expanded scope of services outlined in the RFP. The position would be covered 100% by the DOC funding, and would not be created if, for any reason, the City was not awarded the grant as anticipated. While we have not yet heard back from the DOC on approval of the funds, the CJC must seek approval of this new position from City Council and Board of Finance in advance so that the position may be included in the FY26 budgetary planning process which is currently underway. If the DOC funds are not awarded as expected, the position will not be created.

Motions

Board of Finance Motion:

To approve and recommend that the City Council approve the creation of a second Reentry Coordinator position within CEDO, a Regular Service, Full-time, Union, Grade 16, position.

City Council Motion:

To approve the creation of a second Reentry Coordinator position within CEDO, a Regular Service, Full-time, Union, Grade 16, position.

Board of Finance and City Council Submission Checklist

Department: CEDO Submitter: Rachel Jolly

Title/Subject: Creation of new CJC position: Data, Communications and Operations Specialist

	Approval:	Meeting Date:
☐	Board of Finance	3/10/2025
☐	City Council	3/10/2025
☒	Concurrent	3/10/2025

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	2/20/2025	Brian Pine
Mayor's Office informed and approved memo	Yes	3/4/2025	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		
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	2/20/2025	Emmett Wood
CAO has reviewed budget, financing, and memo	Yes	2/21/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Yes	2/18/2025	Tim Clancy
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?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	Yes	Job Description
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.

City of Burlington Capital Program

CT Office | DPW | BPRW | I&T | BCA | CEDO | Public Safety



MEMORANDUM

To: Board of Finance & City Council

Fr: Ashley Parker, Capital Program Director

Cc: Brian Pine, CEDO Director
Joseph Turner, City Assessor
Katherine Schad, CAO
Stephen Donahue, Senior Accountant

Re: FY24 City of Burlington TIF District Reports to the Vermont Economic Progress Council (VEPC)

Date: March 10, 2025

Under state law, the City is required to report annually on the status of its two Tax Increment Financing (TIF) districts. City staff have worked interdepartmentally, with VEPC and the Vermont Department of Taxes to compile these reports. We are now certifying to the municipal legislative body (City Council) the amount by which the value within the stated fiscal year within each of our two tax increment financing (TIF) districts has increased or decreased relative to the original taxable value (OTV) for each of the respective districts and that the information provided in the reports represent true and accurate statements. Having thus certified and presented these reports to Burlington's municipal legislative body as required by law, we will then execute the certification forms which are included in the materials provided with the attached Waterfront TIF District and Downtown TIF District reports for FY23. These reports will next be certified and submitted by Mayor Mulvaney-Stanak to VEPC on or before April 1, 2025. Please do not hesitate to contact us with any questions or concerns.

Motion: To accept the staff report.

(No further action is required by the Board of Finance or City Council. State law merely requires presentation of this information to you.)



Tax Increment Financing District
Vermont Economic Progress Council
Vermont Department of Taxes

VEPC Staff Contact Information:
Ellie Beckett, (802) 622-4674, ellie.beckett@vermont.gov

Reports are due on or before January 1, 2025
Please submit reports to accd.vepctifannualreport@vermont.gov
Please submit GL23 TIF Proceeds Report with the District Annual Report

I. District Information:

Municipality & District	Burlington: Downtown TIF District	Reporting Period:	July 1, 2023 - June 30, 2024
Name of Person Completing Report	Ashley Parker	Grand List Year:	2023
Title	Capital Program Director		
Email Address	aparker@burlingtonvt.gov		
Telephone	802-734-0292		
Date Report Completed			

NOTE: All information reported on this form by the municipality must be for the Reporting Period and Grand List Year identified above.

II. TIF District Data:

Base Data (Original Taxable Value)				
Municipal	\$	170,006,600	OTV Total Acres	61.27
Homestead- Education	\$	5,585,538	OTV Total Parcels	287
Non Residential- Education	\$	164,421,062		
Total Education	\$	170,006,600		
Taxable Values as of April 1				
Municipal	\$	289,324,300		
Commercial 120% Value	\$	16,299,182		
Homestead- Education	\$	12,524,148		
Non Residential- Education	\$	276,263,261		
Total Education	\$	288,787,409		
Increase (Decrease) in Taxable Values (auto-calculated)				
Municipal	\$	119,317,700		
Homestead- Education	\$	6,938,610		
Non Residential- Education	\$	111,842,199		
Total Education	\$	118,780,809		
TIF Increment Revenue Retained for Reporting Year*				
Municipal (100% Share)	\$	898,224		
Commercial 120%	\$	122,619		
DID Sum	\$	23,491		
Homestead- Education	\$	69,349		
Non Residential- Education	\$	1,126,004		
Total Education	\$	1,195,353		
Total TIF Revenue	\$	2,239,687		

Parcel Information	
Current Acres	61.25
Current Parcels	282

Tax Rates Applied to the April 1 Grand List	
Municipal (General Fund)	\$ 0.7523
Homestead	\$ 1.4485
Non Residential	\$ 1.4591

List Special Municipal Tax Rates		
1	DID Tax Rate	
2	Local Agreement	\$ 0.0005
3		\$ -
4		\$ -
5		\$ -
6		\$ -
Total Special Municipal Tax		\$ 0.0005
Total Municipal (General Fund) & Special Rates		\$ 0.7528

*Provide VEPC with documentation of the calculation of increment.

Other TIF Fund Income

	Source	Education	Municipal	Total
1		\$ -	\$ -	\$ -
2	Development Agreement Fee*		\$ 260,000	\$ 260,000
3			\$ -	\$ -
4			\$ -	\$ -
5			\$ -	\$ -
Total:		\$ -	\$ 260,000	\$ 260,000

**Per VEPC approval of October 2020 Substantial Change Request, Development Agreement Fee must be deposited into the TIF Fund.*

Changes to Individual Parcels		
	SPAN Number	Describe Change
1	114-035-14868	Full interior renovation
2	114-035-14886	Full interior renovation
3	114-035-16910	Partial construction of a new 48 unit apartment building
4	114-035-16972	Use change to 4 units and some interior renovations
5	114-035-17116	Interior renovation and layout change
6	114-035-17267	Some renovations from previous fire damage

Additional Information

Additional Parcel Change Information: 114-035-52756 = Correction of flooring type; 114-035-52759 = Correction of flooring type; 114-035-52762 = Correction of flooring type; 114-035-52769 = Correction of flooring type

the

III. Votes and Financing:

Public Vote Information. Check the appropriate box. Make sure to provide the date if information has been submitted to VEPC.

- ☒ No public votes or debt obligations occurred during this reporting period.
- ☐ Yes there were public votes and/or debt obligations during this reporting period.
- ☐ Vote and debt obligation documents were submitted to VEPC. (Enter date submitted)
- ☐ Vote and debt obligation documents are uploaded with this report.

Debt Instruments									
Infrastructure and Debt	Term in Years	Period (ie. 1/1/2016-12/31/2026)	Interest Rate	Principal	Interest	Total	Total Payment for Reporting Period	Remaining Principal Balance	
New Debt:									
1 Side Streets - Great Streets: St. Paul/Main Streets	19	12/20/2017-11/01/2035	5.00%	\$ 3,400,000	\$ 1,738,852	\$ 5,138,852	\$ 283,750	\$ 2,545,000	
2 Great Streets - St. Paul Street, Main Street stormwater improvements, Series 2019=8D	18	11/28/2018-11/1/2035	5.00%	\$ 1,570,000	\$ 803,363	\$ 2,363,362	\$ 138,625	\$ 1,235,000	
3 Interfund Loan	5	1/1/2019-12/31/2023	0.00%	\$ 250,000	\$ -	\$ 250,000	\$ 25,000	\$ -	
4 Great Streets - Main Street: General Obligation Downtown Tax Increment Bonds, Series 2022B	14	8/31/2022-11/1/2035	5.00%	\$ 30,120,000	\$ 11,844,433	\$ 41,964,433	\$ 3,148,875	\$ 28,435,000	
New Debt									
Example: Main Street Lights - General Obligation Bond	11	1/1/2016-12/31/2025	5.60%	\$ 3,250,000	\$ 500,000	\$ 3,750,000	\$ 340,909	\$ 2,950,000	
5						\$ -			
6						\$ -			
7						\$ -			
Total				\$ 35,340,000	\$ 14,386,648	\$ 49,716,647	\$ 3,596,250	\$ 32,215,000	

Debt Ceiling Approved by VEPC

\$ 40,179,696

Annual Debt Service

Refinancing. Was any portion of TIF District debt refinanced during this reporting period?

Principal Paid	\$ 1,940,000
Interest Paid	\$ 1,656,250
Fees/Other Costs Paid	\$ -
Total Paid	\$ 3,596,250

- ☒ No
☐ Yes, please provide details.

Direct Payments: Enter the total amount of any TIF direct payments made during this period.

\$ -

Date Approved by Voters:

Additional Information

At the close of FY24, the City was showing interest earnings of \$1,364,984.79. The City is aware that these earnings can only be used to support expenditures related to the approved TIF District project. After VEPC approved the City's March 2024 substantial change, the City incorporated the \$4,376,971.06 in bond premiums into the overall project budget. We are not sure how to show these funds as they are bond principal, but should be noted as TIF funds for approved capital projects.

IV. Improvements and Funding:

Improvement Expenditures					
Name of Improvement		Of the Total Expenditure listed:		Total Improvement Expenditure for this report period	
		The amount paid with TIF Revenues	The amount paid with Non-TIF Revenues		
Phase 1 Filing	1	Streets & Infrastructure: Streetscape, storm water, and utility upgrade improvements.			
		Main - South Union to Battery Streets			
		The project moved into its construction phase during FY24 with City Council authorizing several contracts to support construction at their 11/20/23 meeting. Construction of the project started Feb 5, 2024 with work focused on construction of the ravine sewer bypass, and replacement of other sewer lines throughout the project area through June of 2024. The limits of work for the project were amended through a substantial change that the City submitted in Feb of 2024 to be Main Street from Pine St through South Winooski for Streetscape with ravine sewer bypass extending east of those limits.	\$10,373,855	\$ -	\$ 10,373,855
		St. Paul/Main Concept Design			
		Completed and reported in FY 2020	\$ -	\$ -	\$ -
		St. Paul - Main to Maple (includes King to Maple with underground)			
		Completed and reported in FY 2020	\$ -	\$ -	\$ -
		Stormwater - North side Main Street/City Hall Park			
	Completed and reported in FY 2021			\$ -	
	2	Brownfields: Remediation of parking structure site (Brown's Court).			
		Completed and reported in FY 2019	\$ -	\$ -	\$ -
	3	Parking Structure Upgrades: Church Street Marketplace Garage.			
		Completed and reported in FY 2017	\$ -	\$ -	\$ -
		Total	\$ 10,373,855	\$ -	\$ 10,373,855
				Check	\$ 10,373,855

Sources of Non-TIF Revenues		Total Amount Secured for Each Source	Total Amount Spent to Date	Total Amount Spent this Period
1	Water Distribution	\$ 95,350	\$ 95,350	\$ -
2	BED Capital	\$ 45,606	\$ 45,606	\$ -
3	Encumbrance Fee Payment(s)	\$ 25,950	\$ 25,950	\$ -
4	Third Party Communications (Outside Utilities)	\$ 156,207	\$ 156,207	\$ -
5	City Capital - Annual Capital Improvement Program (CIP) Bond	\$ 113,591	\$ -	\$ -

6	Street Capital - Main Street - added 11/20/23 & 7/15/24	\$ 395,706	\$ -	\$ -
7	Water Capital - added 7/15/24	\$ 105,000	\$ -	\$ -
8	Sewer Capital - added 7/15/24	\$ 291,615	\$ -	\$ -
9		\$ -	\$ -	\$ -
Total		\$ 1,229,025	\$ 323,113	\$ -
Non-TIF Revenues Reported under Improvement Expenditures			\$	-

Related Costs					
	List and describe the related cost(s)	Vendor	The amount paid with Education Revenue	The amount paid with Municipal Revenue	Total Cost for this report period
1	Municipal Staff Time and Benefits	Community & Economic Development Office (CEDO)	\$ -	\$ 17,636	\$ 17,636
2	Municipal Staff Time and Benefits	Department of Public Works (DPW)		\$ 70,000	\$ 70,000
3	Professional & Consultant Services	See Attached Prof & Consult Svs Vendor Breakdown	\$ 45,453	\$ 39,712	\$ 85,165
4	State Audit Expenses	State Auditor's Office	\$ 67,274	\$ 58,779	\$ 126,053
5			\$ -	\$ -	\$ -
Total			\$ 112,727	\$ 186,127	\$ 298,854
				Check	\$ 298,854

V. Performance Indicators:

Standard

Real Property Development		
1	Stratos Project (Stuart Chase) - 33 housing units (inc. 5 inclusionary units - Champlain Housing Trust, all others market-rate).	
	193 St. Paul: Project completed and previously reported	\$ 10,174,000

2	101 Main Street: Redstone-TD Bank Block - Hotel & compatible use in Armory building w/two decks of parking.	
	161 St. Paul: Hilton Garden Hotel completed	\$ 13,878,200
3	151-154 South Champlain Street - Market rate Housing with required 15% IZ units.	
	157 South Champlain St. housing development completed winter 2023/2024. 48 residential units: 11 2-BR; 13 1-BR and 24 studio units	\$ 918,600
4	Eagles - Champlain College - Over 300 beds for Champlain college students.	
	194 St. Paul: Completed in FY 2019 - taxable as an educational facility	\$ 3,289,000
5	Gateway (aka "superblock") - Mixed use redevelopment 20,000 of commercial space and 60,000 SF mixed income housing.	
	Pre-development signed between the City and local development partnership to undertake due diligence on a comprehensive, mixed-use redevelopment project. Slated to reach a development agreement pending the feasibility is determined	\$ 7,194,100
6	South Champlain/Maple Street - Currently surface parking and vacant lot. Concepts by owner - ground floor parking, upper floor offices/residential.	
	No activity to report	\$ 449,700
7	121 Pine Street - 30,000 SF residential building.	
	No activity to report	\$ 549,700
8	86 Main Street - 23 housing units with ground floor office.	
	No activity to report	\$ 1,134,900
9	Former Free Press Property - To be redeveloped into 38 one bedroom apartments with 12,500SF commercial.	
	191 College St: This project was completed in FY 2018	\$ 1,208,300

10	266 College Street - 142 guest room hotel with restaurant	
	Property acquired by Green Castle Group - local real estate developer - with plans to convert to approximately 90 housing units. Interior demolition was underway in summer of 2024 with continued work throughout the winter of 2024/2025. Exterior demolition planned for summer 2025 and vertical construction to follow with an expected construction period of 18 months from commencement. Assessing address is 176 South Winooski.	\$ 1,547,500
11	Champlain Housing Trust - (formerly VFW Property) - 176 South Winooski Ave	
	As of midway through FY 2025, Champlain Housing Trust and Evernorth reported that the construction schedule is on track for completion in late 2025. The project features 38 units of affordable housing along with community space for a new VFW and about 4,000 square feet of office space for the City's Community Justice Center. The total development cost is around \$19M	\$ -
Total		\$ 40,344,000

Employment Opportunities	
Jobs connected to the completed projects have been previously reported in City's Annual Reports to VEPC. The current capital expenditures for the Main St. Great Streets are going almost entirely to hard construction costs for this reporting period. It is estimated that the construction of Main Street Great Streets has generated approximately 100 construction jobs. The City estimates that the private redevelopment of 157 South Champlain St. generated about 70 construction period jobs. The redevelopment of the former VFW got underway in the summer of 2024 and the project is estimated to generate 75 construction jobs. Environmental contractors have completed remediation of the interior hazardous materials in the former YMCA to prepare for the renovation of the historic section and demolition of the section that has been slated for demolition. Interior demolition has gotten underway in the fall of 2024 and the demolition of the rear portion of the in the coming year.	

Additional Information

Mandated

Jobs at June 30, 2023							
	NAICS Code	Increase or (Decrease)	Previous Location (if known)		NAICS Code	Increase or (Decrease)	Previous Location (if known)
1	11	0		11	53	0	
2	21	0		12	54	0	
3	22	0		13	55	0	
4	23	0		14	56	0	
5	31-33	0		15	61	0	
6	42	0		16	62	7	
7	44-45	(45)		17	71	0	
8	48-49	0		18	72	21	
9	51	0		19	81	3	
10	52	0		20	92	0	

Total Jobs Increase (Decrease)

(15)

Identify Source/Method for Obtaining Jobs Information

See the attached report. City staff in the Business and Workforce Development Department have been developing a Comprehensive Business kust, which lists businesses by parcel identification number and address. Businesses are selected based its location within the TIF District. They then use the Economic & Labor Market Information Business Finder tool on the Vermont Department of Labor website to identify NAICS codes and employee size ranges. For any businesses not listed here, staff estimated size based on what is known about the businesses. Permanent job losses are estimated by applying a % unemployment factor to the total number of jobs in the District. The % unemployment factor is based on Burlington data as provided by the Vermont Department of Labor.

Vermont Firms					
Name of Vermont Firm		Total amount of work performed	Name of Vermont Firm		Total amount of work performed
1	White & Burke	\$ 36,554	11	S. D. Ireland Brothers Corporation	\$ 9,389,816
2	Paul Frank & Collins	\$ 14,377	12		\$ -
3	Vanasse Hangen Brustlin, Inc.	\$ 371,906	13		\$ -
4	VEPC	\$ 8,349	14		\$ -
5	State of Vermont Auditors	\$ 126,053	15		\$ -
6	Nancy Winship Milliken Studio, LLC	\$ 36,586	16		\$ -
7	Lydia Kern	\$ 20,463	17		\$ -
8	Noa Younse - Pixel Patch Creative, LLC	\$ 28,500	18		\$ -
9	Burlington Electric Department	\$ 10,432	19		\$ -
10	EIV Technical Services	\$ 445,724	20		\$ -
			Total Amount of Work Performed		\$ 10,488,760

Additional Information**TIF District Specific****Transportation Enhancements**

The Great Streets project incorporate streetscape including pedestrian improvements such as wider sidewalks, new crosswalks, widening crosswalks, and areas with flush curb for pedestrian prioritization and improved accessibility. New bike lanes, high quality transit stops and waiting areas, parking realignment, street trees with subsurface soil volume to support longevity, planting beds for additional street landscaping, decorative pedestrian scale lighting as well as stormwater and subsurface utility upgrades, reconstructions, relocations and extensions.

Affordable Housing Development

Brownfield remediation and site clearance got underway in the summer of 2024 with work extending into fall 2024. Foundation will be under construction during the winter of 2024/2025 and vertical construction slated to commence in Q1 of 2025 with completion slated for the end of 2025. Champlain Housing Trust and Evernorth co-developers of 38 permanently affordable rental housing units using the LIHTC. Unit mix: four 2-BR; 26 1-BR; 8 studio units. Commercial space: 4,000 square feet for the City's Community Justice Center; VFW will maintain 2,000 square feet with community kitchen available for rent. Estimated total development cost: \$19.6M.

Housing Changes

	Affordable Housing	Market Rate Housing	Total
New	0	48	48
Eliminated	0	0	0
Net Total	0	48	48

Unforeseen Events: Please describe any unforeseen events (such as flooding) that have impacted the TIF District, its improvement projects, or private developments. Also detail how the municipality is working through those challenges.

June of 2024 the project saw a flooding event with an intense rain event that washed out completed sewer work, flooded a staging area, and filled newly constructed pipes with rocks and debris that have required daily cleaning since that point to remove material that entered the new construction.

Current TIF District Activity: Please provide details regarding FY25 activities. This can include updates regarding specific projects, potential substantial change requests, etc.

The City Council added \$547,386 in non-TIF funding to the project construction contract at their 7/15/24 meeting. This work will be including in the City's next update to VEPC. Upon approval of the City's Substantial Change request at VEPC's March 2024 meeting, the City incorporated the use of the bond premiums from the TIF Bond into its budget.



Tax Increment Financing District
Vermont Economic Progress Council
Vermont Department of Taxes

VEPC Staff Contact Information:
Ellie Beckett, (802) 622-4674, ellie.beckett@vermont.gov

Reports are due on or before January 1, 2025
Please submit reports to accd.vepctifannualreport@vermont.gov
Please submit GL23 TIF Proceeds Report with the District Annual Report

I. District Information:

Municipality & District **Burlington: Waterfront TIF District**

Reporting Period: **July 1, 2023 - June 30, 2024**

Name of Person Completing Report **Ashley Parker**
Title **Capital Programs Director**
Email Address **aparker@burlingtonvt.gov**
Telephone **802-734-0292**
Date Report Completed

Grand List Year: **2023**

NOTE: All information reported on this form by the municipality must be for the Reporting Period and Grand List Year identified above.

II. TIF District Data:

Base Data (Original Taxable Value)		1996 Value	2010 Value	2 Parcels	All Others
Municipal		\$ 42,412,900	\$ 122,308,400	OTV Total Acres 0.31	104.91
Homestead- Education		\$ 1,163,200	\$ 19,636,800	OTV Total Parcels 2	111
Non Residential- Education		\$ 41,249,700	\$ 102,490,820	Parcel Information (All Parcels)	
Total Education		\$ 42,412,900	\$ 122,127,620	Current Acres	104.47
Taxable Values as of April 1		Cherry St - 2 Parcels	Full District	Current Parcels	109
Municipal		\$ 30,297,700	\$ 151,646,900	Tax Rates Applied to the April 1 Grand List	
Commercial 120% Surcharge		\$ 3,253,740	\$ 12,285,500		
Homestead- Education			\$ 26,500,800		
Non Residential- Education		\$ 30,297,700	\$ 124,863,132		
Total			\$ 151,363,932	Municipal (General Fund)	\$ 0.7523
Increase (Decrease) in Taxable Values (auto-calculated)				Homestead	\$ 1.4485
				Non Residential	\$ 1.4591
		From 1996 Value	From 2010 Value	List Special Municipal Tax Rates	
Municipal		\$ 79,895,500	\$ 29,338,500		
Homestead- Education		\$ 18,473,600	\$ 6,864,000		
Non Residential- Education		\$ 61,241,120	\$ 22,372,312		
Total Education		\$ 79,714,720	\$ 29,236,312		
TIF Increment Revenue Retained for Reporting Year*					
Municipal		\$ 822,314.00			
Commercial 120% Surcharge		\$ 92,424.00			
DID Lump Sum		\$ 20,811.00			
Homestead- Education		\$ 342,159.00			
Non Residential- Education		\$ 1,189,569.00			
Total Education		\$ 1,531,728			
Total TIF Revenue		\$ 2,467,277		Total Special Municipal Tax Rates	
				\$ 0.0005	
				Total Municipal (General Fund) & Special Rates	
				\$ 0.7528	

*Provide VEPC with documentation of the calculation of increment.

Other TIF Fund Income				
	Source	Education	Municipal	Total
1		\$ -		\$ -
2	City Place Partner Tax Replacement Payments		\$ 133,332	\$ 133,332
3			\$ -	\$ -
4			\$ -	\$ -
5			\$ -	\$ -
Total:		\$ -	\$ 133,332	\$ 133,332

Changes to Individual Parcels		
	SPAN Number	Describe Change
1	114-035-14445	Interior renovation
2	114-035-16983	Corrected potential income due to loss a ferry revenue
3	114-035-20782	Interior remodel and renovation
4		
5		
6		

Additional Information

III. Votes and Financing:

Public Vote Information. Check the appropriate box. Make sure to provide the date if information has been submitted to VEPC.

- ☐ No public votes or debt obligations occurred during this reporting period.
- ☒ Yes there were public votes and/or debt obligations during this reporting period.
- ☐ Vote and debt obligation documents were submitted to VEPC. (Enter date submitted)
- ☒ Vote and debt obligation documents are uploaded with this report.

Debt Instruments										
Infrastructure and Debt		Term in Years	Period (ie. 1/1/2016-12/31/2026)	Interest Rate	Principal	Interest	Total	Total Payment for Reporting Period	Remaining Principal Balance	Date Approved by Voters
Existing Debt:										
1	Waterfront Renovation Project (Interfund Transfer - Bike Path & Waterfront North)	10	2014 Series B (2014-2024)	4.28%	\$ 7,800,000	\$ 1,143,738	\$ 8,943,738	\$ 817,241	\$ 780,000	11/6/12 + 3/4/2014
2	Moran Redevelopment	10	2014 HUD Sec 108 10 Years (2015-2025)	5.00%	\$ 2,091,000	\$ 185,694	\$ 2,276,694	\$ 203,552	\$ 372,000	3/4/2014
3	Waterfront Fishing Pier	5	2016B COPS 5 Years (2015-2021)	5.00%	\$ 143,489	\$ 17,959	\$ 161,448			2006
4	Lakeview , College, Westlake Garage	9	2016A COPS 9 Years (2016-2024)	5.00%	\$ 5,145,000	\$ 1,098,078	\$ 6,243,078	\$ 592,500	\$ 575,000	2006
	General Obligation Waterfront Tax Increment Bond Series 2018E	8	11/28/2018-5/1/2025	5.00%	\$ 745,000	\$ 119,180	\$ 864,180	\$ 130,535	\$ 125,000	3/4/2014
5	Series 2018C - Burlington Harbor Marina, ECHO	8	11/28/2018-5/1/2025	5.00%	\$ 405,000	\$ 76,106	\$ 481,106	\$ 71,750	\$ 70,000	3/4/2014
6	New Moran Inc. \$3,559,000; BTC Public Improvement \$801,000	6	Series 2019 12/20/2019-06/30/2025	2.61%	\$ 4,360,000	\$ 573,369	\$ 4,933,369	\$ 245,178	\$ 3,704,637	3/4/2014
New Debt:										
Example: Main Street Lights - General Obligation Bond		11	1/1/2016-12/31/2025	5.60%	\$ 3,250,000	\$ 500,000	\$ 3,750,000	\$ 340,909	\$ 2,950,000	
7	City Place Burlington, \$18,840,000; Series 2023				\$ 18,840,000			\$ 711,733	\$ 18,840,000	11.01.2016
8										
				Total	\$ 39,529,489	\$ 3,214,124	\$ 23,903,613	\$ 2,772,489	\$ 24,466,637	

Annual Debt Service

Principal Paid	\$ 1,851,636
Interest Paid	\$ 920,853
Fees/Other Costs Paid	\$ -
Total Paid	\$ 2,772,489

Refinancing. Was any portion of TIF District debt refinanced during this reporting period?

- ☐ No
- ☒ Yes, please provide details.

On April 15, 2024, the City Council authorized the refinancing of the \$18,840,000 note for the Waterfront TIF District. Council originally

Direct Payments: Enter the total amount of any TIF direct payments made during this period.

\$ -

Date Approved by Voters:

Additional Information

As the City is still utilizing a Note as a financing tool for this TIF District, and that Note was refinanced as noted above, the City still does not have an amortization schedule. The City did have to pay interest in FY24 on the previous note, and that has been captured in the debt payment section above. At the close of FY24, the City was showing interest earnings of \$930,199.41. The City is aware that these earnings can only be used to support expenditures related to the approved TIF District project.

IV. Improvements and Funding:**Improvement Expenditures**

Name of Improvement	Of the Total Expenditure listed:		Total Improvement Expenditure for this report period
	The amount paid with TIF Revenues	The amount paid with Non-TIF Revenues	
1 Bike Path			
Completed in FY17.	\$ -	\$ -	\$ -
2 Waterfront Access North			
Completed in FY19.	\$ -	\$ -	\$ -
3 Waterfront Park Upgrades			
Completed in FY19.	\$ -	\$ -	\$ -
4 Moran Building			
The work performed in FY24 was to close out the required Environmental Reporting per the DEC CAP following the completion of the Phase 1 site work construction at the Moran Frame project site. The completion of this site work led to the ribbon cutting event in November of 2022. Since then, the City and our site operations partner, Friends of The Frame, have continued to host successful free community activities and events at the site with summer movie series and other community based events that partner with local vendors to promote and improve accessibility and promote engagement with Burlington's waterfront.	\$ 2,935	\$ -	\$ 2,935
5 Lake Champlain Community Sailing Center			
Completed in FY18.	\$ -	\$ -	\$ -
6 Burlington Harbor Marina			
Completed in FY19.	\$ -	\$ -	\$ -
7 ECHO Sustainability Park			
Completed in FY19.	\$ -	\$ -	\$ -
8 Cherry & Bank Street Streetscape Improvements (Street improvements to the City's "Great Streets" standards for six blocks of public rights of way on Cherry Street (from Battery to Church Street) and Bank Street (from Pine to Church Street))			
Final design was completed for the streetscape improvements on Bank Street and Cherry Street and construction started on Bank Street in early 2024.	\$ 481,658	\$ 353,648	\$ 835,306
9 St. Paul Street Extension (Acquisition and construction of St. Paul Street, creating new blocks of City Public rights of way).			
Final design was completed for the new road, sidewalk, streetscape and utilities; easements were purchased to enable the work. Construction began early 2024.	\$ 6,342	\$ -	\$ 6,342
10 Pine Street Extension (Acquisition and construction of Pine Street, creating new blocks of City Public rights of way).			
Final design was completed for the new road, sidewalk, streetscape and utilities; easements were purchased to enable the work. Construction began early 2024.	\$ 470,600	\$ 155,061	\$ 625,661
Total	\$ 961,534	\$ 508,709	\$ 1,470,243
		Check	\$ 1,470,243

Sources of Non-TIF Revenues		Total Amount Secured for Each Source	Total Amount Spent to Date	Total Amount Spent this Period	Closed
1	VT Trans Revenue	\$ 2,500,000	\$ 2,500,000	\$ -	X
2	VT Sales Tax Reallocation	\$ 229,498	\$ 229,498	\$ -	X
3	Developer's Payment	\$ 144,037	\$ 144,037	\$ -	X
4	CDS CD23 1 Grant	\$ 12,000,000	\$ 28,657	\$ 28,657	☐
5	RAIZ 5 Grant	\$ 22,384,000	\$ 104,254	\$ 104,254	☐
6	Sales Tax Reallocation	\$ 1,467,111	\$ 480,052	\$ 480,052	☐
7	City Capital Local Match for CDS Grant	\$ 300,000	\$ -	\$ -	☐
8			\$ -	\$ -	☐
		Total	\$ 39,024,646	\$ 3,486,498	\$ 612,963
		Non-TIF Revenues Reported under Improvement Expenditures		\$ 508,709	

Related Costs					
	List and describe the related cost(s)	Vendor	The amount paid with Education Revenue	The amount paid with Municipal Revenue	Total Cost for this report period
1	Municipal Staff Time & Benefits	Community & Economic Development Office (CEDO)	\$ -	\$ 15,949	\$ 15,949
2	Professional Consultant Services	See attached Prof & Consult Vendor Breakdown	\$ 99,345	\$ 60,682	\$ 160,027
3			\$ -	\$ -	\$ -
4			\$ -	\$ -	\$ -
5			\$ -	\$ -	\$ -
			Total	\$ 76,631	\$ 175,976
				Check	\$ 175,976
				Check	\$ -

V. Performance Indicators:

Standard

Real Property Development		
1	Burlington Harbor Marina	
	Burlington Harbor Marina (75 Penny Lane) - public parking improvements and public infrastructure were built in support of this private development project - the property became taxable for the April 1, 2020 Grand List	\$786,900
2	ECHO	
	ECHO (1 College St) - tax exempt property - project completed and reported FY 2020	\$15,200,600
3	Lake Champlain Community Sailing Center	
	Lake Champlain Community Sailing Center (505 Lake St) - tax exempt property - project completed and reported FY 2018	\$2,563,500
4	Moran Frame	
	Moran Frame (475 Lake St) Phase 1A completed its finishing touches in FY 2023 - a tax exempt City property, operated by the Department of Parks and Recreation - Benefit to the City and the State come in the form of increased enhancement of the City's Waterfront - translating to tourist dollars (tax revenues to include Rooms and Meals tax, etcetera), and increased property values throughout the City and the County by virtue of the vitality of the City's Waterfront	\$2,262,400
CityPlace Real Property Development		
	Phase 1: CityPlace, Retail, Parking, & Storage:	

5	(130 Cherry St) During this reporting period, CityPlace Partners began site work and construction of the foundation/podium for the South Tower. As part of this scope of work, the subsurface utilities and footings were installed and the foundation/podium was completed. Just after this reporting period closed, the steel was erected and vertical construction on the South Tower got underway.	\$21,101,000
Phase 1: CityPlace Residential/ Housing:		
6	(130 Cherry St) During this reporting period, CityPlace Partners continued site work and construction of the South Tower. As part of this scope of work, the subsurface utilities and footings were installed and the foundation/podium was completed. In the summer of 2023, the steel was erected and vertical construction on the South Tower was well underway. By fall of 2024, the South Tower was about 60% complete and the North Tower was about 10% complete. The South Tower will have 53 housing units and a 161-room hotel along with ground floor retail and a portion of the public parking to be located in the public parking garage. The North Tower, which consists of 320,000 sf, includes 320 residential units and a hotel with approx 150 rooms plus a mix of student-oriented suites.	
Phase 2: Hotel:		
7	Depending upon the availability of financing, Phase 2 is not currently slated to include hotel space	
Phase 2: Residential/ Housing:		
8	Devonwood Investors, the owner/developer is applying for a HUD 221 d 4 loan for both construction and permanent financing. They have submitted an application for a zoning permit and the review is underway. Phase II comprises a mixed use project of residential units over ground floor retail, tenant amenities and a parking garage on the lower level for Lots 4 and 5 of the CityPlace properties. Bounded by Church St on the East, Cherry on the North and St. Paul St on the west, the combined lots comprises 48,630 sf or 1.12 acres or land.	
Phase 2: Retail & Parking:		
9	Phase 2 is slated to include ground floor retail and approximately 81 parking spaces in a underground garage	
Total		\$41,914,400

Employment Opportunities

Currently, the City Place Partner Team is reporting that there are 130-140 construction workers on site every day and this should continue until late 2026 or early 2027 when the North Tower is finished. Once completed, the two hotels are estimated to employ over 200 staff and the restaurant and retail establishments will employ approximately 75-100 permanent jobs.

Additional Information

Mandated

Jobs at June 30, 2021						
	NAICS Code	Increase or (Decrease)	Previous Location (if known)		NAICS Code	Increase or (Decrease)
1	11			11	53	
2	21			12	54	

3	22		
4	23		
5	31-33		
6	42		
7	44-45		
8	48-49		
9	51		
10	52		

13	55		
14	56		
15	61		
16	62		
17	71		
18	72	67	
19	81	10	
20	92		
Total Jobs Increase (Decrease)			76

Identify Source/Method for Obtaining Jobs Information

See the attached report. City staff in the Business and Workforce Development Department have been developing a Comprehensive Business List, which lists businesses by parcel identification number and address. Businesses are selected based on its location within the TIF District. They then use the Economic & Labor Market Information Business Finder tool on the Vermont Department of Labor website to identify NAICS codes and employee size ranges. For any businesses not listed here, staff estimated size based on what is known about the businesses. Permanent job losses are estimated by applying a % unemployment factor to the total number of jobs in the District. The % unemployment factor is based on Burlington data as provided by the Vermont Department of Labor.

Vermont Firms						
Name of Vermont Firm		Total amount of work performed		Name of Vermont Firm		Total amount of work performed
1	White & Burke	\$ 56,875		11	100 Bank LLC	\$ 381,632
2	Downs Rachlin Martin	\$ 41,817		12	Andrea Wasserman	\$ 500
3	Paul Frank & Collins	\$ 22,890		13	Christopher Kozjar	\$ 1,000
4	Primmer Piper Eggleston & Cramer PC	\$ 500		14	Evelyn Lovett	\$ 500
5	City of Burlington	\$ 42,442		15	Nedde Bank LLC	\$ 47,591
6	Latitudes Land Surveying LLC	\$ 9,925		16	Raph Draws LLC	\$ 1,000
7	Resource Systems Group Inc.	\$ 34,500		17	Studio Projects LLC	\$ 17,500
8	Stantec Consulting Services Inc	\$ 547,245		18		\$ -
9	City Place Partners LLC	\$ 480,052		19		\$ -
10	Center for Media & Democracy	\$ 675	20		\$ -	
				Total Amount of Work Performed		\$ 1,686,644

Additional Information

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TIF District Specific

Transportation Enhancements: A new block of Pine Street and Saint Paul Street that reconnect Bank Street to Cherry Street will vastly improve pedestrian, transit, bicycle, and vehicle circulation in this TIF district. The TIF district is also receiving streetscape and roadway enhancements including: new decorative and pedestrian-scale lighting, traffic signal improvements, green stormwater infrastructure including permeable pavers, rain gardens, and tree wells, bike racks, new trees with soils cells to support healthy, mature trees long term, new granite curbing, new sidewalk, and new paving.

Housing Changes (optional)			
	Affordable Housing	Market Rate Housing	Total
New	0	0	0
Eliminated	0	0	0
Net Total	0	0	0

Unforeseen Events: Please describe any unforeseen events (such as flooding) that have impacted the TIF District, its improvement projects, or private developments. Also detail how the municipality is working through those challenges.

An unforeseen event with respect to the CityPlace project has required additional work by all parties. CityPlace Partners shifted their plans for the South Tower from nearly all residential to 5 floors of hotel rooms and approximately 53 housing units. The required affordable housing will be provided only in the North Tower, which still meets the requirements of both the State of VT Priority Housing for Act 250 exemption and the City's Inclusionary Zoning with affordable housing incorporated into the same residential buildings as the market-rate housing. The development agreement between CityPlace and the City of Burlington required CityPlace to meet several different criteria before they would be eligible to be reimbursed with TIF dollars. While CityPlace advanced a significant amount of construction in FY24, they were not reimbursed by the City with TIF money because they did not meet the criteria for reimbursement until August 2024.

Current TIF District Activity: Please provide details regarding FY24 activities. This can include updates regarding specific projects, potential substantial change requests, etc.

The City has leveraged our Waterfront TIF funds to secure a \$22M RAISE grant (no local match) and \$15M in CDS funding (\$3M local match) to advance the Great Streets Reconnecting Bank & Cherry project. This project will reconstruct the entirety of Bank Street and Cherry Street to the Great Streets Standards and will also complete streetscape finishes on St Paul St and Pine St. This work has been separated from the TIF Public Improvements work (which only includes the area from the new CityPlace building fronts to the nearest curb) that is currently under construction. The Waterfront TIF will provide a portion (\$2.4M) of the local match for the CDS funding, and any Waterfront TIF used as the local match of the larger Great Streets Reconnecting Bank and Cherry project will only be used within the Waterfront TIF district.

CERTIFICATION OF INCREMENT AND ANNUAL REPORT

STATUTORY REQUIREMENT: (24 VSA §1895) "As of the date the district is created, the lister or assessor for the municipality shall certify the original taxable value and shall certify to the legislative body in each year thereafter during the life of the district the amount by which the total valuation as determined in accordance with 32 VSA Chapter 129 of all taxable real property located within the tax increment financing district has increased or decreased relative to the original taxable value."

RULE REQUIREMENT: (SECTION 903) "Increase/Decrease in Assessed Valuation: Each year following the year of creation, the listers or assessor shall certify to the municipal legislative body the amount by which the total assessed valuation of taxable properties within the TIF District has increased or decreased compared to the municipal and education OTV. Prior to providing the certification to the municipal legislative body, the listers or assessor shall have the calculation of the increase or decrease, including an examination of the disposition and tax status of each parcel within the District, verified by a second party. Selection of the second party is up to the municipality and may be an individual within or outside of the municipal government. However, the individual should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment. A copy of the certification of the value and the increase or decrease must be included in the Annual Report required by Section 1004.2 of this Rule along with a certification that a second party reviewed the information. The Council will provide a form on which to provide this certification."

SECTION 1: Certification of Increment by Assessor or Lister and 2nd Party Reviewer

Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete. The second party reviewer should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment.

- ☐ We certify that, per TIF Rule Sections 903 and 1004.2, we have examined and verified the current value, the calculation of the increase or decrease in property values, the disposition and tax status of each parcel within the District, and any other issues relevant to the parcels listed in the Certified OTV Property Report.
- ☐ We have certified to the municipal legislative body, at a regular or duly warned meeting that the information provided in this report represent true and accurate statements.

Signature of Assessor or Lister

><

Name: _____

_____ Title

_____ Date

Signature of 2nd Party Reviewer

><

Name: _____

_____ Title

_____ Date

SECTION 2: Certification of Annual Report

Provide the date the annual report was presented to the municipal legislative body. Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete.

Date report presented to the municipal legislative body: _____

- ☐ I certify that I am an official of the reporting municipality with the authority to report on this TIF District on behalf of the municipality.
- ☐ I certify that the annual report data entered and all documents attached in support of this annual report are true, correct and complete to the best of my knowledge.

Signature of Authorizing Official*

><

Name: _____

_____ Title

_____ Date

* Authorizing Official is the Chief Executive Officer of the municipality as defined by 10 VSA § 683(8) such as a Select Board or City Council Member, Town or City Manager, or Town Administrator.

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Signature of Assessor or Lister

><

Name: _____

_____ Title

_____ Date

Signature of 2nd Party Reviewer

><

Name: _____

_____ Title

_____ Date

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- ☐ I certify that the annual report data entered and all documents attached in support of this annual report are true, correct and complete to the best of my knowledge.

Signature of Authorizing Official*

><

Name: _____

_____ Title

_____ Date

* Authorizing Official is the Chief Executive Officer of the municipality as defined by 10 VSA § 683(8) such as a Select Board or City Council Member, Town or City Manager, or Town Administrator.

Board of Finance and City Council Submission ChecklistDepartment: CT Office Submitter: Ashley ParkerTitle/Subject: Certification of FY24 TIF District Annual Reports to VEPC

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	3/10/2025

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	3/3/2025	Katherine Schad
Mayor's Office informed and approved memo	Yes	3/4/2025	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	Choose an item.	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	3/3/2025	Erik Ramakrishnan
CAO has reviewed budget, financing, and memo	Yes	3/3/2025	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	District Certification Forms & Final Annual reports for certification from VEPC
Draft Resolution or Motion?	Yes	Motion Included in Memo
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

From: Justine Sears <justinessears@yahoo.com>
Sent: Wednesday, February 19, 2025 12:42 PM
To: Chapin Spencer <cspencer@burlingtonvt.gov>; peggy.oneill-vivanco@uvm.edu
Subject: Stepping down

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

Hi Peggy and Chapin,
Sorry for the late notice- I cannot continue to serve on the DPW Commission at this time.
I'll try to recruit a new commissioner.
Thanks,
Justine

Sent from my iPhone



Office of Mayor Emma Mulvaney-Stanak

149 CHURCH STREET • BURLINGTON, VT 05401 • (802) 865-7272

MEMORANDUM

To: Board of Finance and City Council
From: Mayor Mulvaney-Stanak
Date: March 10, 2025
Re: Creation of Limited Service Interim Chief of Police Position

EXECUTIVE SUMMARY

I am pleased to bring forward for your consideration the creation of a Limited Service Interim Chief of Police position to be filled by Shawn Burke. Chief Burke currently serves as the Chief of Police for the City of South Burlington and will take over as interim Chief of Police for Burlington on March 24, 2025, contingent upon approval by the Board of Finance and City Council. The salary for this position would be \$172,092, effective March 24, 2025, and reflects an increase over the City's current rate for Chief of Police, based on a market factor analysis conducted by our Human Resources Department.

BACKGROUND and ROLE

On November 4, 2024, Chief Jon Murad notified me that he would be stepping down by April 7, 2025. The Mayor's Office immediately began planning for this critical leadership transition by researching, putting out to bid, and eventually choosing the International Association of Chiefs of Police to aid the City in conducting a national search and Chief hiring process. As well, the Administration spoke to dozens of police professionals from multiple jurisdictions, seeking counsel and advice about Chief transitions and hiring. This process ultimately led to offering Chief Burke the role of Interim Chief of Police and his acceptance of that offer for the term of two years beginning March 24th. We will simultaneously continue the national search for a long-term Chief of Police. Burke's role will be to serve as the Interim Chief through this leadership transition and to focus internally on leading and rebuilding the Department. When the new long-term Chief is hired, Burke will retain an executive rank with the Department and serve as an advisor and transitional agent for the new Chief.

SHAWN BURKE QUALIFICATIONS

Shawn Burke is uniquely and exceptionally qualified to take over the role of Interim Chief at the Burlington Police Department.

Burke has worked in municipal policing in Vermont for over three decades, including with the BPD from 1997-2018. According to Chief Murad, over half of the sworn officers currently working at BPD have served alongside Shawn Burke. While at the BPD, Burke had leadership roles in both Uniformed Services Bureau and the Detective Services Bureau, and he retired from BPD in 2018 as Deputy Chief of Operations before becoming the Chief of Police in South Burlington. Burke is roundly respected both locally and across Vermont.

I have complete confidence that Shawn Burke will serve the City of Burlington exceptionally well, and I am grateful for his willingness to serve in one of the City's most critical roles.

INTERIM CHIEF SALARY and FINANCIAL IMPACT

The Interim Police Chief position is classified as a non-union, exempt role. The City has offered Chief Burke, subject to Board of Finance and City Council approval, an annual salary of \$172,092 upon hire. The position is also eligible for the City's benefit package. However, as with all other limited-service positions, Burke will not be eligible for participation in the City's pension system.

The City conducted a market factor analysis of Police Chief salaries to arrive at the proposed salary range. This update to the Chief of Police salary is in line with similar jurisdictions so that we are well positioned going into a search for our next long-term Chief. Given Burke's experience (see attached resume), HR placed Burke at step seven of the new range per City personnel policy 5.4(a), or \$172,092.

Please note that we are intentionally creating a new position called Interim Chief of Police so that we have two positions open – this allows us to simultaneously recruit and hire for a long-term Chief of Police with an interim in place.

Position	Current Grade	Proposed Grade	Proposed Salary Range	Annual General Fund \$ Impact
Creation of INTERIM CHIEF of POLICE	N/A	Market Factor	\$153,986-\$184,148	\$172,092

MOTIONS

Board of Finance Motion:

- To approve and recommend that City Council approve the hiring of Shawn Burke and creation of an Interim Chief of Police, a Limited Service, Non-union, Full-time, Exempt position.

City Council Motion:

- To approve the hiring of Shawn Burke and creation of an Interim Chief of Police, a Limited Service, Non-union, Full-time, Exempt position.

Shawn P. Burke

Summary

Thoughtful police leader committed to public safety, inclusion, and evolving police organizations to meet community expectations in the 21st Century. Highly skilled in police operations, organizational management, communication, community engagement and leadership by example.

Professional Experience

Chief of Police – City of South Burlington, Vermont

July 2018 - Present

- Population 22,000 (est.) / 12,000 calls for service / \$7.8 million budget
- Lead police operations, the Emergency Dispatch Center, and the Community Justice Center.
- Implemented the necessary policies, training, tools, and resources needed to operationalize all six pillars of the 21st Century Policing Task Force Report. Examples - body worn camera technology, progressive police pursuit and use of force policy initiatives, robust social media platforms and community engagement, evidence-based approach to crime patterns, Integrated Communication Assessment and Tactics decision making model for officers, peer support and clinical level resources for employee wellness.
- Fully integrated the Community Justice Center based restorative justice practitioners and the Howard Center Community Outreach Team into the day-to-day operations of the department with sharp focus on service delivery which embodies empathy, dignity, and inclusivity.
- Strong partner with the public housing community – leveraging relationships and creative resources in response to crime and disorder.
- Data driven decisions related to fiscal management, human resource allocation, asset management, and other relevant areas of interest.

Deputy Chief of Police (Operations) - City of Burlington, Vermont

February 1997 – July 2018

- Population 42,000 (est.) / 31,000 calls for service / \$16 million budget
- Commanding officer of the Uniform Service Bureau which provides police service to the city and the Burlington International Airport. Served as the Public Information Officer for the organization and functioned as Chief of Police in their absence.
- Responsible for the public safety planning and operational oversight of major civic events; July 3rd Celebration, Vermont City Marathon, Wings Over Vermont Air Show.
- Lead policy analysis and development related to the reengineering of police use of force with specific emphasis on de-escalation, integrated communication skills and tactics with a focus on incidents involving mental health crisis.

- Assist the Chief of Police in developing a coordinated response to the opiate crisis; data initiatives, policy development, and represent the department at Community Stat and as a member of the Safe Ingestion Site Commission.
- Extensive collaboration with community partners related to crime reduction and public safety. Specific programs have included crime prevention through environmental design; community based opiate response, police data initiatives, bias free policing initiatives, and a variety of other public engagements.
- The above duties culminated a full-service career with the Burlington Police Department. Extensive experience in the Uniform Service Bureau as a patrol officer, field training officer, patrol sergeant, and patrol lieutenant. Notable area of achievement - advancing community-based policing strategies while serving the Old North End and Downtown Districts of Burlington. This work is based in the ability to establish and maintain relationships.
- Additional career history in the Detective Service Bureau as a detective assigned to the Drug Unit, General Crimes, and in a leadership roles as both the Detective Sergeant and Detective Lieutenant. Lead investigator and commanding officer assigned to homicides and other high-profile crimes.

Police Officer – Village of Woodstock, Vermont

August 1994 – February 1997

- Graduate of the 59th Basic Training Class of the Vermont Police Academy, November 1994.
 - Provided uniform police service to the Village community; criminal investigation, vehicular crashes, including extensive motor vehicle and DUI enforcement.
-

Education

Bachelor of Science: Champlain College - Burlington, Vermont

Associate of Science: Vermont Technical College - Randolph, Vermont

Certifications

FBI National Academy Session #258 (2014) - Quantico, Virginia

Professional Affiliations

Vermont Association of Chiefs of Police, 1st Vice President
 Vermont Law Enforcement Advisory Board, Chair
 CUSI Policy Board, Chair
 Vermont Domestic Violence Fatality Review Commission, Governor Appointed
 Vermont School Crisis Planning Team, VACOP Representative
 Vermont Opioid Settlement Committee, VLCT Law Enforcement Representative

Burlington Police Awards

Certificate of High Achievement - Ligia Collins Homicide Investigation

Distinguished Service Medal - Unit award for multiple homicide investigations.

Distinguished Service Medal - Dedication to drug enforcement.

Distinguished Service Medal - Drug investigation and interdiction efforts.

Medal of Honor - Awarded for actions taken during an altercation with an armed subject.

Distinguished Service Medal - Awarded for successful negotiation and surrender of an armed and barricaded suspect following a domestic disturbance.

Professional References

Available upon request



MEMO

Date: March 10, 2025

To: Board of Finance and City Council

From: Dan Cahill, City Land Steward, Scott Gustin, Principal Planner

RE: Conservation Legacy Fund Nature Based Solutions (CLF NBS) Grant: recommendation for funding

Request

Disburse monies from the Conservation Legacy Fund in the amount of \$180,000 for the award of four grants to Vermont Youth Conservation Corps, Vermont Garden Network, Intervale Center, and Burlington Wildways for local implementation of nature-based climate solutions.

Background

On December 17 and January 8 a review committee composed of Conservation Board members and a Parks Commission member met to review applications for the 2025 CLF NBS Grant. The committee reviewed applications from five organizations. The results of the review process and recommendations for funding by the committee are enumerated in the table below.

		Total Score	Request Amount	Award Amount	% of request awarded	Partial Funding Conditions
Vermont Garden Network		326	\$ 78,500.00	\$ 75,125.00	95.70%	adjustment for worksheet discrepancy (otherwise full funding)
VYCC		319	\$ 30,000.00	\$ 30,000.00	100.00%	
Intervale Center		324.5	\$ 79,813.00	\$ 39,375.00	49.33%	Community Food \$20,858.61, Regenerative Land Stewardship \$9,254.74, Garden Expansion \$9261
Burlington Wildways		372.5	\$ 47,500.00	\$ 35,500.00	74.74%	Re-establishing Native Plants on the Landscape \$20,500, School-Based Tree Nurseries \$15,000
Total			\$306,030	\$180,000		



Conservation Board (CB) action from February 3, and Parks Commission (PC) action from February 11:

Both CB and PC unanimously approved the recommended slate and forwarded it to City Council.

Attachment

- Grant applications for tentative awardees.

Board of Finance Motion

To approve and recommend that the City Council approve disbursement of \$180,000 in Conservation Legacy Fund monies via grant awards to Vermont Youth Conservation Corps (\$30,000), Vermont Garden Network (\$75,125), Intervale Center (\$39,375), and Burlington Wildways (\$35,500) as recommended by the Conservation Board and Parks Commission.

City Council Motion

To approve disbursement of \$180,000 in Conservation Legacy Fund monies via grant awards to Vermont Youth Conservation Corps (\$30,000), Vermont Garden Network (\$75,125), Intervale Center (\$39,375), and Burlington Wildways (\$35,500) as recommended by the Conservation Board and Parks Commission and to authorize the City's Land Steward to execute the reward documents and any other documentation necessary to perform the award subject to final review and approval by the City Attorney's Office.

2025 NBS Legacy Fund
Grant Applications for Tentative Awardees

Project Type*

Implementation Work

If applicable, project location (must be within Burlington). Some projects, such as planning efforts, may not have a particular location.

Many locations throughout Burlington

Please provide or upload a description of the proposed project (2 page limit)*

Burlington Wildways is seeking support for our efforts to plant more native plants on the landscape in Burlington. Our work supports many of the core themes identified in the Burlington Conservation Legacy Grant Program and is helping to achieve many of the goals and tasks described in the city's Nature-Based Climate Solutions Plan.

These include growing native trees and plants with school children; a UVM partnership to grow locally sourced, ecotypic natives plants free for the community; targeted floodplain forest restoration projects; creating and maintaining a network of interested growers, ecologists and volunteers; and other efforts.

Our hands-on and educational approach across a diverse set of community members and programs is a grassroots effort to both get more plants on the landscape and more people and institutions involved in this critical work.

Restoring and establishing native plants on the landscape is one of the most promising, cost-effective and doable nature-based climate actions our city can undertake. Native plants and trees are the foundation of any ecosystem and support countless other species, especially insects, which in turn support the rest of our food web and urban agriculture. In a time of dramatic species loss and climate inconsistency, communities of locally adapted native plants are considered to be the most stable and resilient, especially when compared to communities of introduced, non-native invasive species. As one of the top-10 fastest warming cities in the country, Burlington can gain local resilience by investing in healthy natural systems which will help us to stay cool, sequester carbon, slow stormwater, grow food, and benefit the community.

There are three main project areas for which we are seeking support from the Burlington Conservation Legacy Grant Program:

1. Provide plants, demonstration gardens, and resources to citizens, supporting native plantings across the city.
2. Expand our school-based native tree nursery program to Flynn Elementary School.
3. Train Wildways Trail Stewards to remove non-native Japanese knotweed, so that natives can be restored to these areas.

Project One: Reestablishing Native Plants Across Public and Private Lands

Grant funds would be used to sustain and expand our ongoing partnership with UVM Plant Biology professor Dr. Laura Hill to grow native plants from local seed sources (ecotypic plants). Currently, Wildways partners and students gather seed in the fall from around the city and from a seed source garden in the Intervale. Then they are grown out as part of a class in UVM greenhouses over the winter. A diversity of plants are grown that succeed in the diverse soil types across Burlington. These plants are given away, mostly at our Spectacular Nature Day event at the Intervale Center in the spring. (Last year, over 400 people came to the event and over a 1000 plants were given away. A line formed before the event started for the free plant giveaway!) Additionally, at Spectacular Nature Day, participants learn to forage edible non-natives and we work with volunteers to do restoration work, replanting native Ostrich ferns which are sourced from Vermont Wetland Supply. Support from the Conservation Legacy Grant Program will allow us to grow more plants than we have in previous years, increase the variety of species available, and continue to develop the reach of Spectacular Nature Day as an outlet for these plants to a wide range of citizens and families.

We also plan to expand interest in native plantings by planting a new public demonstration garden. Grow Wild (a network of gardeners, ecologists and growers supported as a program of Burlington Wildways) aided Burlington Parks Recreation & Waterfront staff in converting a grassy slope at Lakeview Cemetery to a demonstration garden of self-sustaining native plant species. The site at Lakeview is dry and sandy. Funding from the Legacy Fund would help us start another demonstration garden in a wetter site, possibly in Oakledge Park. It is important to have successful demonstration lawn conversions on public land so other public and private land owners can have models to look towards as they consider lawn-to-natives conversions on their own lands.

Project Two: School-Based Tree Nurseries

The Burlington Wildways partnership has been growing native trees, providing nature connection, and planting pocket forests at three elementary schools in Burlington: Champlain Elementary, CP Smith Elementary, and Sustainability Academy. Last year, 658 students participated in growing native plants and

trees, 600 plants and trees were added to the landscape, and an acre of habitat was planted. Support from the Legacy Fund would allow us to expand the program to a fourth school: JJ Flynn Elementary. Burlington School District owns dozens of acres of land in the city, much of it in mowed lawn. Growing trees and native plants instead of lawn and having them available for restoration projects has been a simple, inclusive and local way to empower youth and grow much-needed tree stock locally. For example, last month, Burlington High School students helped Champlain Elementary School children dig out 145 trees grown in their nursery. The high school students then used those trees in an ongoing floodplain restoration project at the Ethan Allen Homestead. Instead of buying trees grown in the Midwest and shipped to the Northeast, the Wildways partners are working inclusively to help our city's youth grow trees in and for our city. This allows young people to be part of the solution and helps grow a new set of leaders with deep connections to Burlington's local plants and landscapes.

Project Three: Non-native Invasive Removal and Habitat Restoration

We are also seeking support to launch a second level for our successful Trail Stewards Program. Currently, we have over 400 trails stewards who pick up trash, do light trail maintenance, and report trail repair needs across the city. Trail stewards who are City Market members receive member worker hours for their volunteer time. Support from the Conservation Legacy Grant Program will allow us to train trail stewards to remove Japanese knotweed at a number of enrolled sites across the city. Trail stewards who are interested in this program will participate in an online and in-person training at the site and can work on their own time as well as in group work days. We have created an app that tracks knotweed treatments and the areas treated. Once the areas are mostly cleared of knotweed, restoration plantings of native plants will occur on all sites.

Burlington Wildways' three planned projects strongly address the themes—and their related strategies, and actions—outlined in the implementation matrix of the city's Nature-Based Climate Solutions Plan. These include Forest and Tree Canopy; Wetlands and Watersheds; Lawns Fields and Small Open Spaces; Equity and Inclusion; and Other Ideas (particularly “education” and “silo busting and community involvement.”)

What is the grant amount you are requesting? (\$30,000 minimum / \$80,000 maximum)*

\$47500

If you are not applying as a 501 (c) 3 nonprofit, you will likely need a fiscal agent. Please specify your fiscal agent for this project. *

Winooski Valley Park District (a 501c3) is our Fiscal Sponsor

Please specify matching funds or in-kind work, if any.*

Matching Funds and In-Kind for 2025

*Staff hours from partners 150 in-kind hours.

*Vermont Urban and Community Forestry Grant supporting the ongoing school-based nursery work (\$10K)

*Lake Champlain Basin Program Education and Outreach Grant for ongoing school-based nursery work (\$34K).

Please provide or upload a budget and budget narrative explaining how funding will be used. (2 page limit) Note that written estimates for proposed work may be required for awarded projects.*

Burlington Wildways NBCS Funding Request			
January-December 2025 Project Period			
Funding Request			
1. Re-establishing Native Plants on the Landscape			
Demonstration garden			\$8,500
Community events, education and outreach			\$4,000
Native plant partnership giveaway			\$4,000
Community-engaged floodplain restoration			\$4,000
Total Item 1. Request			\$20,500
2. School-Based Tree Nurseries			
School-based tree nursery			\$15,000
			\$15,000
3. Trail Stewardship Program Expansion			
Professional services			\$2,000
Capacity Funds			\$10,000
Total Trail Steward Expansion Request			\$12,000

Total Burlington Wildways Funding Request			\$47,500

Budget Justification

Item 1. Re-establishing Native Plants on the Landscape

Demonstration garden \$8,500 ~800 plants grown from seed to plug size by partnering nursery: \$7,000. Project design, outreach and implementation capacity: \$1,500 (staff time \$25/hr x 60hrs).

Community education and outreach \$4000 public educational tabling events throughout the season (staff time \$28/hr x ~25hrs). Four public walking or biking tours with the community at restoration sites (staff time \$28/hr x ~25hrs). Volunteer planting days throughout the season, outreach and communication via the established Grow Wild newsletter, Conservation newsletter and Trails stewards newsletter (staff time \$28/hr x ~90)hrs

Native plant partnership giveaway \$4,000 Soil media for greenhouse trays \$1,500. Growing containers for over 1000 plants \$1,200. Coordination support and giveaway event days capacity (staff time \$28/hr x ~45hrs).

Community engaged floodplain restoration \$4,000 Sourcing plugs of species appropriate for Silver maple ostrich floodplain forest natural community from VT Wetland Plant Supply or other similar retailer \$2,500. Organizing and staffing volunteer restoration days (\$28/hr x 50hrs)

Item 2. School-Based Tree Nurseries

School-based tree nursery \$15,000 Nursery supplies, infrastructure, growing media, and seeds when applicable \$7,500. Nursery management and staff time \$7,500 (staff time \$25/hr x 300hrs).

Item 3. Trail Stewardship Program Expansion

Professional service \$2,000 to upgrade and edit non-native invasive species video training module.

Trails stewards expansion \$10,000 maintain online reporting systems, create online next level training, in person trainings, group work days, restoration of sites where removal has occurred. (\$33/hr x ~300hrs).

Please provide or upload a project schedule and, as applicable, specify individual project milestones (phases). Projects should generally be completed within 1 year.*

Burlington Wildways NBCS Funding Request			
January-December 2025 Project Period			
Funding Request		Timeline	Project Milestones
1. Re-establishing native plants on the landscape			
Demonstration garden	Winter 2025-Fall 2025	*Coordination with grower winter 2025 *Plants matured in plugs summer 2025 *Plants hardened off and ready for planting fall 2025	
Community events, education and outreach	All 2024		
Native plant partnership giveaway	Spring 2024	*Plants sown in UVM greenhouses winter 2025 *Plants hardened off and ready for distribution April 2025 *Plant giveaway events April-June 2025	
Community-engaged floodplain restoration	All 2024		
2. School-Based Tree Nursery			
School-based tree nursery	All 2024	*Expand programming and tree nursery to Flynn Elementary.	
3. Trail Stewardship Program Expansion			
Professional services	Spring 2024	*Creation of a new online knotweed non-native invasive training module.	

Capacity Funds	Early Winter, Spring 2024	*More stewards including youth, connection with BHS, King Street Youth Center, Boys & Girls Club. *Trail stewards removing Japanese knotweed and engaged in restoration plantings.		
Please provide or upload an explanation of how your project's results or effectiveness can be measured.*				
Measurable Results by Project				
1. Re-establishing native plants on the landscape				
Demonstration garden	*Quantity of plants installed Square footage of garden coverage *Number of events, volunteers educated and involved, and local organizations and individuals using garden as educational tool and resource			
Community events, education and outreach	*Number of events held for community education *Number of tabling events attended for community outreach *People reached via newsletters and social media *Attendees of Spectacular Nature Day			
Native plant partnership giveaway	*Number of species with successful germination & growth *Quantity of plants grown for giveaway *Plants given away			
Community-engaged floodplain restoration	*Quantity of plants added to the landscape *Number of volunteers engaged in the restoration process			
2. School-based Tree Nursery Expansion				
School-based tree nursery	*Children taught/schools served *Trees and plants grown *Area restored or coveted to native plants			
3. Trail Stewardship Program Expansion				
Professional services	*Professional quality video training module			
Capacity Funds	*Area of Japanese knotweed removed *Volunteer hours put towards Japanese knotweed removal.			

Is there any other information you would like us to know? (2 page limit)

Burlington Wildways is a partnership group between most of the large, public-facing landowners within the city. The partners are Rock Point, the Intervale Center, Burlington Parks, Recreation & Waterfront and Winooski Valley Park District, who is our fiscal sponsor. We also work closely with UVM, both faculty and planning staff. We were formed by a City Council resolution in 2017 to bolster conservation efforts across the city and to assure long-term equitable access to our natural areas. Our steering committee meets monthly to discuss our priorities and strategic direction.

Our partnership is efficient. We are a group of groups each with staff. For example:

1. Our school-based tree nursery is partially staffed by an educator and grower who is housed in the Parks Department. Her position is fully funded through grants written by Wildways but being housed with one of the partners allows access to trucks, insurance, and equipment already owned by the city.
2. Similarly, in our building relationship with UVM, professors in the plant biology department bring expertise in growing locally adapted native plants—but we are limited by shelf space in the UVM greenhouse. Now there are emerging plans to collaborate with the Intervale Conservation Nursery, which owns large-scale seed processing machines and is a grower at scale. We're aiming to have a greenhouse wholly dedicated to growing locally-sourced native plants, combining the two organizations' strengths.
3. Our Trail Stewards Program occurs across multiple ownerships. For citizens this approach is welcoming and sensible: one program, one training, one reporting system that extends across many natural areas. But this program takes coordination, agreement on goals, communication, and planning across multiple organizations. The program is run by Wildways and Intervale Center staff, but the data that runs our apps is all held by the Parks Department so we are in close communication to keep this stewardship program running smoothly. Wildways' partnership work is silo busting. We plan for projects that each partner has an interest in doing, but could not do alone.

The Intervale Center is seeking funding from the Burlington Conservation Legacy Grant to support greater capacity to care for our land and our community with nature-based climate solutions in 2025. Nature-based climate solutions tend our ecosystem to combat climate change while engaging partners and community members in this work, which the Intervale Center practices across all our programs. On our 360 acres along the Winooski River and in our work with partners across Burlington and Vermont, our mission is to strengthen community food systems that sustain farms, land, and people. The Intervale Center stewards 360 acres of land that includes farmland, floodplain forest, and public trails and supports food access initiatives, grows and plants native riparian trees in all VT watersheds, and supports land access and farm viability across Vermont. Our work is guided by three high-level goals: 1) Support farming and food production that balance the needs of people and the environment, 2) Protect and steward the natural environment at the foundation of our food system, and 3) Advance the movement to strengthen community food systems. With this funding we will:

- Expand and steward community gardening space in the Intervale, including additional plots for the Tommy Thompson Community Garden and public access improvements (2A.1, 2A.3, 2B.1, 2B.2)
- Develop city-wide non-native invasive plant management and monitoring (3A.1, 3A.2, 4A.3)
- Diversify community food production and build flood resiliency in the Intervale, including new acreage for agroforestry and increased public education and engagement in wild and cultivated food and medicine (1B.3, 2B.1, 3A.2, 3B.4)
- Steward land with nature-based climate solutions to promote a healthy and resilient environment for food production and land conservation (1B.4, 2A.3, 3A.2)

Expand and steward community gardening space in the Intervale: The fertile soil of the Intervale has been feeding inhabitants for thousands of years, and with 2 in 5 Burlington residents now experiencing food insecurity, community food production is more important than ever. For years the Intervale Center has been working to support growing demand for commercial food production and community gardening on our lands from expanding Tommy Thompson to helping farmers expand acreage and add new greenhouse production and storage. Today, in collaboration with farmers who lease land from us and community garden leadership at Tommy Thompson and AALV, we have identified two areas suitable for further expansion. With support from this fund, we will finalize site designs for expansion to Tommy Thompson Community Garden in consultation with garden leadership and with consideration to current and future site conditions and flood risks. We will begin field clearing, soil preparations, and irrigation coordination for approximately 35 new garden plots (0.8-1.0 acres). As we work to expand community garden space, we will also improve access to existing gardens, including trail connectivity, road enhancement, parking, and gate removal/installations.

Develop city-wide non-native invasive plant management and monitoring: Management of non-native invasive species (NNIPs) directly promotes the success of many other NBCS initiatives, like restoration, biodiversity, and water quality planting projects. Our project will provide three critical factors to effective NNIP management and ecosystem restoration projects: 1) accurate site assessment, 2) ongoing monitoring, and 3) skilled labor.

Together with UVM's Community of Practice interns and researchers at the Rubenstein School, we will facilitate input from partnering open space managers in Burlington including, Rock Point, Winooski Valley Park District, and Burlington Parks, Recreation and Waterfront to establish an assessment and monitoring framework that will lead to increased city-wide prioritization of NNIP management needs and ultimately

increased biodiversity in our landscapes. Through this partnership, Burlington land managers will be able to efficiently utilize student research to assess progress while simultaneously training the next generation of land stewards to understand and implement effective NNIP management.

Identifying, monitoring, and removing invasive species takes time, and as priorities and strategies may shift, it is immensely helpful when this work is executed by staff who are experienced, skilled, and nimble. The Intervale Center's Conservation Nursery Crew implements water quality restoration projects and offers stewardship services across the state and brings years of experience to ecological stewardship. Through this funding, we will work with open space managers partnered through Burlington Wildways to determine priority work sites and our four-person professional stewardship crew will provide NNIP management to each organization (Rock Point, WVPD, BPRW, and Intervale Center).

Diversify community food production and build flood resiliency in the Intervale: To address the challenges of farming in a changing climate, we are increasingly incorporating the principles of agroforestry in the Intervale. Broadly, agroforestry is a regenerative farming approach that integrates trees or shrubs on the landscape or within crop fields, which binds soil, builds flood resilience, increases pollinator habitat, and ultimately benefits crop production and ecosystem health.

The Intervale Center has stewarded and enhanced riparian buffers and hedgerows for over three decades. In 2023 and 2024, we established two agroforestry zones on 88 acres of land we recently acquired—our People's Orchard now grows 430 fruiting trees and shrubs on a fallow, more flood-prone field no longer considered suitable for vegetable production, and 600' of our riparian buffer now utilizes elderberry and other native riparian tree species to protect nearly twelve acres of prime agricultural soils from erosion. In both of these zones, 100% of the fruits are distributed for free to the community.

Funding will support our work to expand our People's Orchard by an additional $\frac{3}{4}$ acre, steward 600' of planted harvestable riparian buffer, plant the second phase of this buffer (~500'), coordinate harvest of berries in partnership with Spoonful Herbals and community members, and bottle and distribute syrup to 300+ members of our free Fair Share CSA. By expanding and diversifying our capacity for community food production, we will provide critical food access while also practicing climate resilient agriculture that can be used as a model for riparian zone stewardship.

Steward the Intervale with nature-based climate solutions: We steward the Intervale using regenerative management strategies that preserve and enhance wetland buffers in order to cultivate a healthy, climate-resilient ecosystem that produces food, feeds people, and cares for natural spaces in a changing climate. As part of this stewardship plan, we are turning marginal lands into bird and pollinator-friendly habitats to facilitate biodiversity. In partnership with Audubon Vermont, we carried out an assessment in 2022 that identified the Intervale Center as a "hotspot for pollinator diversity and abundance," and highlighted three geographical target areas on which to focus habitat improvement. In 2025, we will continue this work by managing those areas through timed mowing, weeding, and managing the success of new plantings from woody shrubs to flowering species.

Support will also enable us to advance our property-wide non-native invasive plant management plan that focuses on non-chemical treatments and engages both staff time and the support of community partners, educators, and volunteers. This work contributes to city biodiversity and ecological regeneration, and also provides a foundation to educate and train the community on the importance of NNIP management as a nature-based climate solution.

Intervale Center - Conservation Legacy Fund Application – Budget and Justification

Expense Category	Garden Expansion	Invasive Mgmt	Community Food	Regenerative Land Stewardship	Total
Wages & Benefits	\$20,837.08	\$2,780.08	\$12,237.92	\$8,047.60	\$43,902.68
Supplies	\$10,600.00		\$5,900.00		\$16,500.00
Contractual		\$8,000.00			\$8,000.00
Permits and Fees	\$1,000.00				\$1,000.00
Equipment rental	\$0.00				\$0.00
Subtotal	\$32,437.08	\$10,780.08	\$18,137.92	\$8,047.60	\$69,402.68
Indirect Costs	\$4,865.56	\$1,617.01	\$2,720.69	\$1,207.14	\$10,410.40
TOTAL	\$37,302.64	\$12,397.09	\$20,858.61	\$9,254.74	\$79,813.08

Justification:

Personnel and Benefits:

- Garden Expansion: 580 hrs total to complete Community Garden Expansion includes: 148 hrs @\$40.47/hr loaded rate, 64 hrs @\$36.58/hr loaded rate, 16 hrs @\$36.44/hr rate, 40 hrs @ \$26.02/hr loaded rate and 312 @ \$34.88/hr loaded rate for a total of \$20,837.08.
- Invasive Mgmt: 76 hrs @ \$36.58/hr loaded rate to develop and establish standard monitoring protocol and identify priority stewardship sites, for total of \$2,780.08.
- Community Food: 24 hrs @ \$40.47/hr loaded rate and 308 hrs @ \$36.58/hr loaded rate for planting and foraging capacity, for a total of \$12,237.92.
- Regenerative Land Stewardship: 220 hrs @ loaded rate of \$36.58/hr for increased capacity for habitat enhancement and invasives management for a total of \$8,047.60.

Supplies:

- Garden Expansion: \$200 for soil testing, \$300 for cover crop seed, \$500 for soil amendments, \$6,000 for gate hardware and \$3,600 for road stone for a total of \$10,600.
- Community Food: \$100 for soil testing, \$200 for cover crop seed, \$1,000 for soil amendments at Orchard Expansion, \$2,000 for fencing for People's Orchard, \$600 for irrigation system improvements, and \$2,000 for harvest supplies for a total of \$5,900.

Contractual:

- Invasive Mgmt: \$8,000 for Intervale Nursery Crew stewardship services

Permits and Fees:

- Garden Expansion: \$1,000 for permitting fees

Indirect Costs: Calculated at organizational rate of 15%

- Garden Expansion: \$4,865.56
- Invasive Mgmt: \$1,617.01
- Community Food: \$2,720.69
- Regenerative Land Stewardship: \$1,207.14

Please provide or upload an explanation of how your project's results or effectiveness can be measured.*

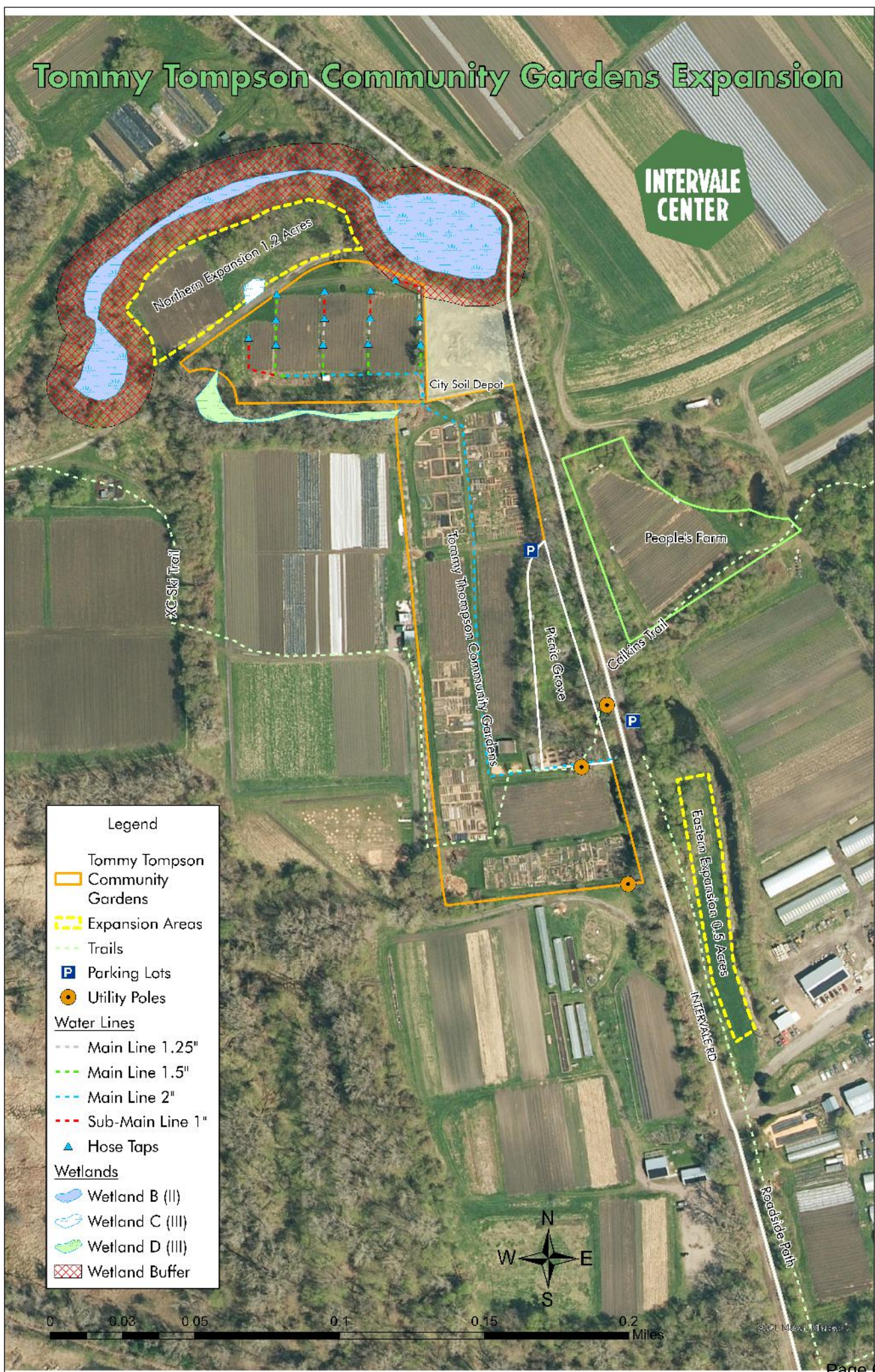
At the Intervale Center, we set annual goals through a results-based accountability model for our programs and create workplans to meet them. With funding from the Conservation Legacy Fund, we expect the following outcomes for 2025 for each of these projects:

- **Community gardening space in the Intervale are expanded and stewarded (2A.1, 2A.3, 2B.1, 2B.2)**
 - Site designs for expansion to Tommy Thompson Community Garden are finalized.
 - Fields are cleared and prepared for approximately 35 new garden plots (0.8-1.0 acres). An additional half-acre is ready for community gardening in the 2026 growing season, and the remainder by 2027 in areas where soil conditions require more stewardship (i.e. stump removal, tillage, cover cropping).
 - Additional land and amenities surrounding the community gardens are activated and will expand ongoing collaborative and educational farming, community gardening, and agroforestry programming.
 - Site access is improved, including trail access, road enhancement, parking, and gate removal/installation.
 - Irrigation is planned and installed at each site with City partners.
- **City-wide non-native invasive plant (NNIP) management and monitoring is developed(3A.1, 3A.2, 4A.3)**
 - Input is facilitated from partnering open space managers in Burlington including Rock Point, WVPD, and BRPW. Assessment and monitoring framework is established and enables increased city-wide comparison and prioritization of NNIP management needs.
 - Land managers are supported to scientifically assess the impact of NNIP treatment strategies that are in practice, contributing to a more rapid evolution of NNIP management.
 - Community-based engagement is supported with university students interested in this work, training the next generation of land stewards to understand and implement effective NNIP management.
 - Open space managers work together through Burlington Wildways to determine priority invasive management work sites for the 2025 season. One day of Intervale Conservation Nursery Crew NNIP management services to each organization (Rock Point, WVPD, BPRW, and Intervale Center) for a total of four days.
 - Presence of NNIPs is reduced across the city and biodiversity increases.
- **Community food production is diversified and flood resiliency is built in the Intervale(1B.3, 2B.1, 3A.2, 3B.4)**

- An additional $\frac{3}{4}$ acres of growing space is prepared at the People's Orchard for future plantings, through repeat tillage, cover cropping and weed management, and soil analysis and amendments.
- The expanded People's Orchard is designed as a free community resource for education, floodplain resilience, and access to diverse fruit crops.
- 600' of planted harvestable riparian buffer are stewarded; second phase of buffer (~500') is planted.
- Intervale-grown elderberry at the buffer and People's Orchard is harvested.
- Collaborated with Spoonful Herbs to coordinate and lead 2-3 elderberry syrup-making workshops for the public.
- Elderberry syrup to at least 300 families at Fair Share (free CSA program) is distributed.
- Built management capacity and effective partnerships that can ensure stewardship of this space with and for community through facilitated volunteer engagement and a minimum of three educational workshops. Prioritize linkages with community partners interested in implementing their own community-scale food forest projects.
- Installed critical fencing infrastructure at the People's Orchard to ensure forthcoming plantings and subsequent harvests can be protected from deer browse.
- Continued to invest in partnerships and programming to facilitate dignified and equitable distribution to those in need.
- **Stewarded the Intervale with nature-based climate solutions (1B.4, 2A.3, 3A.2)**
 - Stewarded three pollinator zones planted in 2022 to promote a diverse abundance of pollinators in the Intervale and promote crop production for farms.
 - Created new pollinator habitat between Intervale Conservation Nursery and New Farms for New Americans by planting a mix of perennials and flowering shrubs.
 - Increased structural diversity within hedgerows throughout the Intervale and plant a variety of flowering shrubs in field edges.
 - Reduced the presence of non-native invasive plant species (Goutweed, Japanese Knotweed, Garlic Mustard, and Common Buckthorn).
 - Engaged and educated community members of best regenerative land stewardship practices through volunteer support, partnerships, educational workshops, tours, and signage.

Intervale Center - Conservation Legacy Fund Grant Application																	
Objectives/Outcomes	Tasks	January	February	March	April	May	June	July	August	September	October	November	December				
Community Gardening: Site Design/Permitting	Access planning and design																
	Stakeholder coordination																
	Permitting																
	Planting design																
	Irrigation design/coordination																
Community Gardening: Site and Soil Prep	Sumac and brush clearing at northern sight																
	Brush clearing at eastern site																
	Field layout																
	Soil prep																
Community Gardening: Access and Site Improvements	Access road clearing																
	Gate installation																
	Road and trail improvements																
	Repair swale collapse																
Invasive Plant Management: Capacity Monitoring	Coordinate with UVM researcher to develop standard monitoring protocol																
	Coordinate/Lead UVM Community of Practice interns to establish monitoring plots																
	Facilitate land manager partners input pre-development/tool training post-development																
Invasive Plant Management: Crew Stewardship	Coordinating with land manager to identify priority sites																
	Stewardship Crew days (four people)																
Diversify Community Food Production: Prep Orchard Expansion	Soil testing																
	Soil prep (tillage, spreading amendments, cover cropping)																
	Design orchard expansion																
Diversify Community Food Production: Investments in existing plantings	Irrigation system improvements																
	Pruning, stewardship, harvest																
	Staffing for ongoing orchard cultivation, volunteer opportunities, workshops																
	Staffing for second phase of riparian buffer planting																
Diversify Community Food Production: Education and equitable distribution	Edible planting capacity for agroforestry buffer																
	Sustainable foraging capacity																
Regenerative Land Stewardship	Bird and pollinator-friendly habitat																
	Invasive plant management capacity																

Tommy Thompson Community Gardens Expansion



Vermont Garden Network

Project Type* Operational Work for Sustained Implementation

If applicable, project location (must be within Burlington). Some projects, such as planning efforts, may not have a particular location. Starr Farm Community Garden, Winooski Valley Community Garden, The Intervale

Please provide or upload a description of the proposed project (2 page limit)*

Vermont Garden Network (VGN) proposes a 2025 Collective Gardening project which builds on the success and lessons learned from 2024's Climate Legacy Fund project. In addition to the proven legacy of Seedsong Collective Garden in the Intervale, 2024 launched two new Collective Gardens; one at Starr Farm and the other at the Winooski Valley Park District (in partnership with the Janet S. Munt Family Room). VGN proposes continuing with the three existing garden spaces while improving their climate resiliency through deeper understanding of methods to garden in a changing climate. We will convene the community in March 2025 for a conference addressing actionable approaches to climate resilient gardening.

We also plan to implement a new hub and spoke management model that can improve the efficiencies of Collective Gardening across an increased number of sites. In order to continue to scale, VGN plans to organize staffing with a Garden Manager ("the hub"), a FT year round staff position and have this dedicated member communicate with Garden Mentors ("the spokes"), seasonal PT volunteers and/or paid interns at multiple Collective sites.

Due to consecutive years of flooding at the Intervale, VGN must address those community members who want to move away from the Intervale flood plain. Those members seeking higher ground will be supported through our new hub & spoke model. Volunteer and/or member-led Seedsong alumni will be supported as they replicate the model by contracting for our support services, but selecting their own locations within the City of Burlington. This frees up existing staff to do more community engagement workshops that support the growing of vegetables with companion garden education like pollinator pocket gardens, edible landscapes, specialty group plots (i.e. An Outright or Pride garden, New Farms for New Americans engagement, other BIPOC groups and affordable housing resident gardens).

In addition to the Collective Gardens for 2025, VGN believes in the accessibility and inclusiveness of public workshops. We want to activate our mobile classroom, Veducation Van, to offer gardening education events throughout the year by partnering with City of Burlington libraries and community gardening locations.

VGN's Thrive teaching garden site located at Ethan Allen Homestead will need to undergo extensive soil fertility testing and diagnosis in 2025. Concerns over fertility have forced us to leave the garden site fallow for one year, which represents significant program revenue cuts. However, we are committed to improving soil health through more in depth soil testing using Cornell lab tests, consulting with UVM Extension, and a year-long remediation plan (cover cropping, tillage, nutrient management plan). We believe this diagnosis is a teachable moment and we will offer workshops detailing our soil health improvement steps.

In order to be climate resilient, VGN believes we must invest in existing garden sites to allow for season extension, increase ecological services and design educational spaces. Specifically, we will address:

- Water conservation: install rainwater catchment systems off of existing VGN sheds at Seedsong, Starr Farm, Thrive. We need access to water the first week of April and into late November, but the City can't turn on water until mid-May and turns off water in early October. Access to early/late water represents 8+ weeks of season extension for increased food production.
- Pollinator habitat: restore and expand pocket gardens by focusing on native, edible, medicinal plants - all three sites would benefit from improved maintenance, additional plantings, signage
- Edible perennials: similarly, existing perennials need to be better managed, additional perennials well suited for collective gardens planted where possible (aronia, serviceberry, thornless raspberries, nanking cherry)

VGN centers on the Climate Legacy Fund **Agriculture** grant theme using Climate Resilient practices but also incorporates the themes of **Forest & Tree Canopy** through use of Edible Landscapes/Fruit & Nut Trees, **Open Spaces** through use of pollinators and raised bed gardening, and **Equity, Inclusion & Relationships** through our diverse member participation groups. VGN worked to diversify lessons with language translation and incorporate both adult and young children programming at The Family Room and will seek to include other minority populations as we continue to develop relationships and build community.

Strengthening existing community gardens through educational programming is a nature-based solution that we believe will position the City to meet community demand in a sustainable manner for years to come. We are excited that we can partner to be at the forefront of this transition enabling more gardening education for all residents.

What is the grant amount you are requesting? (\$30,000 minimum / \$80,000 maximum)*

\$78500

If you are not applying as a 501 (c) 3 nonprofit, you will likely need a fiscal agent.
Please specify your fiscal agent for this project. *

N/A

Please specify matching funds or in-kind work, if any.*

EEvernorth - \$5000

UUVM Institute of Agroecology - \$5000 pending

LLand Access Opportunity Board - \$4000 pending

Gardener's Supply - \$1000

Please provide or upload a budget and budget narrative explaining how funding will be used. (2 page limit) Note that written estimates for proposed work may be required for awarded projects.

Vermont Garden Network 2025 Collective Gardening Budget	
Expenses	
Garden Management (hub and spoke model and overall program mgmt)	\$41,600
Seasonal staff	\$11,700

Administration overhead - Indirect cost	\$13,325
Education Materials (i.e. van operation and teaching supplies)	\$5,200
Garden Materials to enhance climate resilience (i.e. deer fence, water catchment, verticle trellises)	\$7,500
Equity garden scholarships (Family Room members participation and workshops)	\$12,000
Public workshop scholarships at Thrive and community centers	\$10,000
Thrive garden soil tests and consulting services	\$4,500
Spring climate conference sponsorship	\$2,500
Total Expenses	\$108,325
Revenues	
Sliding scale program participation fees	\$3,800
Collective Garden member fees	\$14,400
Climate Legacy Fund Grant Award	\$78,500
Corporate sponsorships	\$15,000
Total Revenues	\$111,700

Please provide or upload a project schedule and, as applicable, specify individual project milestones (phases). Projects should generally be completed within 1 year.

Winter (January-April) - Off season staffing, planning and training

Greenhouse grand opening March 22, 2025 in parallel with the Garden for Good climate conference hosted by VGN at Beta Technologies in Burlington.

Gardening Season: May- October Using a hands-on educational approach, teach bed prep, planting, weeding, pest mgmt and seasonal climate resilient techniques for season long garden through harvest. Public workshops using Veggie Van or other demonstration method.

Closing/documenting/reflecting: Nov-Dec

Please provide or upload an explanation of how your project's results or effectiveness can be measured.*

VGN measures our impact in areas of Education, Innovation, Community Building and Support. VGN will utilize post-participation surveys to gather data on program effectiveness using weighted responses to questions that encompass the above areas.

Questions to be included in 2025 surveys
On a scale of 1-5 Did you....
Gain practical experience in organic gardening?
Better understand how organic gardening impacts climate change?
Try a new vegetable or recipe?
Eat more fresh produce?
Eat more foods that are culturally meaningful to your family?
Deepen your understanding about where your food comes from?
Save money on groceries?
Spend more time outdoors?
Improve your mental and emotional wellbeing?
Share your vegetables and/or gardening skills with others?
Strengthen community relationships?

Is there any other information you would like us to know? (2 page limit)

VGN has been teaching Vermonters how to grow food for over 20 years. Historically, our bottleneck to growth has been staffing. To address capacity issues in 2024, VGN's board launched a new shared leadership model, internally promoting Carolina Lukac to Co-Executive Director of Programs & Partnerships and completing an external hire for T Hanson, Co-Executive Director of Philanthropy & Communications. See [staff bios here](#). In 2025, VGN plans to continue this staffing growth with dedicated resources offering a community of practice and garden consultancy to support an increased number of Collective gardens. We believe this is essential to meeting the community demands for gardening. With the recent Vermont Outdoor Recreation Economic Collaborative (VOREC) [study](#) showing gardening as a top 5 preferred outdoor activity, VGN will be able to harness this momentum and provide the City of Burlington with proven climate resilient, gardening education programs to serve more residents.

In addition to aligning with the Climate Legacy Fund themes, VGN has also aligned with state legislature sponsored [Vermont Farm to Plate](#) strategic plan through use of nature-based climate solutions to build increased agricultural sustainability and resilience.

VYCC

Project Type* Implementation Work

If applicable, project location (must be within Burlington). Some projects, such as planning efforts, may not have a particular location. VYCC will be working at Rock Point Commons and Arms Forest.

VYCC seeks to use these grant funds to run four weeks of Youth Crew programming in Burlington in summer 2025. We will collaborate with Burlington Wildways partners to recruit local youth participants, complete high-priority conservation projects, facilitate experiential learning opportunities through our educational curriculum, and introduce participants to local organizations working on nature-based climate solutions.

Who We are:

VYCC is a service corps that enrolls over 200 young adults each year to work on public service projects. Our mission is to take action and build community by working and learning together with the land. Since 1985, over 7,000 Corps Members have completed projects that strengthen Vermont's communities and conserve natural resources.

Burlington Wildways is a partnership of organizations that connects and protects the wild places and paths of Burlington. Burlington Wildways mission is to build a strong partnership of many organizations working together to maintain a world-class shared trail network; conserve the rare plants and diverse animals that make their homes in the Queen City; and provide equitable and inviting access to our many natural areas for the benefit of all our city's citizens and visitors. While 2025 project partners only include City of Burlington and Rock Point Commons, continued partner engagement with other Wildways partners (Intervale and Winooski Valley Park District) for crew member recruitment and job exposure to VYCC alum continues to be a key strategy. This connects to strategy 6C.2 *"Increase partnerships with community organizations for the completion of NBCS projects city-wide."*

VYCC plans to leverage existing systems, tools, and personnel to run a summer season within Burlington. VYCC brings a 35-year history of engaging youth in conservation work which includes systems for recruitment and hiring, comprehensive leader and member training and staff support to assist leaders and members in the field.

Service and Education:

Youth Crews offer paid summer service positions for participants between the ages of 15 and 18. Participants work on conservation projects and learn a variety of skills including problem solving, communication with both the crew and community partners, and time management; they also develop technical conservation skills like safe use of tools, strategies for land management, erosion control, and technical trail building skills. Youth members receive training and guidance from Crew Leaders and receive additional support from VYCC Staff.

VYCCC is currently revamping its education curriculum in order to strengthen learning outcomes for youth members. Throughout the season, crew leaders will facilitate engaging learning activities that create opportunities for youth participants to learn transferrable job skills and build connections between the projects they complete and the environmental impact of nature-based climate solutions. There will also be a focus on leadership development activities throughout the season. This ties into the NBCS strategy of 6B.2 *“Ramp up NBCS related educational programs and resources for residents of all ages and find new ways to engage the New Americans and frontline communities.”* VYCC hopes the new educational program will allow for greater growth for its members while creating a pathway for youth to continue working and learning within the field of conservation.

Recruitment:

VYCC has long-standing relationships with public schools and youth-development organizations in the City of Burlington. Examples of community connections include relationships with Simon Parlante (Employment Specialist at Burlington High School), Jim Shields (Student-centered Learning Coordinator at Eagle Bay Academy), Dov Stucker (Lead Instructor of the Burlington City & Lake Semester program), and Noah Kass (Program Manager at Burlington YouthBuild).

VYCC takes a grassroots approach to recruitment. Emphasis is placed on relationship-building and creating several touchpoints over the course of a school year, so students have multiple opportunities to learn more about our organization. VYCC engages schools, educators and student populations in a variety of ways. VYCC hosts field trips on our Richmond campus where student groups learn about programs through a hands-on project. VYCC's Community Engagement Manager also attends local job fairs, networks with career counselors in the Burlington School District and gives presentations to classrooms and school-wide assemblies.

VYCC will prioritize the recruitment of Burlington residents for this crew. VYCC will focus on recruiting and hiring a crew that reflects the diverse demographics of Burlington, including the New American community. The crew will work alongside conservation professionals, making this a valuable opportunity for career exploration. This connects to strategy 6B.3 *“Create more opportunities to bring school aged children and university students into the urban wilds to experience and learn about NBCS.”*

Project Proposal:

The main goal of a youth crew is to offer opportunities for participants to learn, grow and establish connections with the land with a secondary focus on efficiency and project completion. As such we have created a list of projects for the crew to work on supported by the recommendations of a third-party assessment. Projects will be executed in order of priority, but not all may be completed. This structure allows VYCC and the Wildways partners flexibility to make changes throughout the summer based on crew skill level and interest while still dedicating the most crew time to the highest priority projects.

The highest priority project focuses on replacing damaged boardwalk and puncheon on the Rock Point Trail Network. The Rock Point trail network in Burlington connects many outdoor spaces such as North Beach, Arms Forest, community gardens, outdoor classrooms and the Burlington Greenway bike path, supporting a wide variety of outdoor recreational opportunities. This connects to goal 4B.1 *"Increase pocket parks and connected open spaces"*. As the trail network develops, it has experienced an increase in use, highlighting the need to implement sustainable maintenance to reduce the erosive impact of users. Timber and Stone LLC performed an assessment of the Rock Point trail network and identified sections where user impact is the most profound and in need of higher standard trail structures. Rehabilitating the existing boardwalk and adding length to it preserves the surrounding landscape by reducing erosion and allowing regeneration. Additionally, it discourages braided social paths by making the trails more easily navigable and accessible. Timber and Stone's assessment recommends prioritizing many different improvements on the trail system. Within the scope of our crew season, we identified 3 priorities in consultation with staff from Rock Point and City of Burlington:

Priority 1: Puncheon rehabilitation for improved pedestrian access to green spaces

Priority 2: Construction of new, seasonally mobile puncheon

Priority 3: Trail closure and puncheon removal (if time allows)

Roles:

VYCC will provide training to leaders and members, will supply a standard cache of tools, maintain vehicles, and offer operational support during project weeks. Wildways Partners will provide materials and design plans, and some in-field technical assistance during the season.

What is the grant amount you are requesting? (\$30,000 minimum / \$80,000 maximum)*

30000

If you are not applying as a 501 (c) 3 nonprofit, you will likely need a fiscal agent.
Please specify your fiscal agent for this project. *

We are a 501 (c) 3 nonprofit.

Please specify matching funds or in-kind work, if any.*

The actual operating cost of running a VYCC youth crew is more than the amount we charge to partners. VYCC raises the remaining funds through philanthropy and other grants. We will use these funds to offer \$7,500 of match to the project (25% of funding request).

Please provide or upload a budget and budget narrative explaining how funding will be used. (2 page limit) Note that written estimates for proposed work may be required for awarded projects.*

4 weeks of VYCC youth crew at \$6,500 per week = \$26,000

3.5 weeks of VYCC staff facilitated leader training to prepare leaders to lead the youth crew and complete the projects = \$2,500

8 days of leader capacity (2 leaders for 4 Fridays during the youth crew season). Those days will include continued project work and time to plan and prepare for educational activities for the following week = \$1,500

Total grant request = \$30,000

What does the \$6,500 fee-for-service rate include?

- Stipends for crew leaders and members
- Worker's Comp and Insurance
- Transportation
- Use and maintenance of tools
- Staff support for crew dynamics and project quality

The actual cost of running a VYCC youth crew is more than \$6,500 per week. VYCC raises the remaining funds through philanthropy and other grants. We will use these funds to offer \$7,500 of match to the project.

The Wildways Partners have committed to covering the expenses of building materials and other supplies from their own budgets.

Please provide or upload a project schedule and, as applicable, specify individual project milestones (phases). Projects should generally be completed within 1 year.*

Recruiting Phase:

January through May, VYCC staff working with Burlington partners on direct outreach.

Most crew member hiring occurs April and May, 2025

Training:

Crew leaders are trained from May 21 through June 13, 2025

Operational Phase:

The 2025 Burlington Youth Crew will operate for one four-week session: June 16 - July 11.

The full crew works Monday-Thursday, 8am-4:30pm.

On Fridays, the two crew leaders prepare and plan for the next week's project and educational activities.

The youth crew will have two crew leaders and five-seven youth crew members.

Project Close-out Phase:

September through December 2025

End of season reflection with partners, reporting, and planning for future partnerships.

Specific milestones for each project priority are as follows:

First Priority: Puncheon rehabilitation for improved pedestrian access to green spaces

This priority connects to goal 4B.1 *"Increase pocket parks and connected open spaces"* by addressing sections of Burlington walking trails in need of rehabilitation. The primary task is to update a significant section of the old puncheon that is in disrepair to increase pedestrian access to Rock Point and elevate foot traffic from wet tread. This involves replacing the decking and installing step stones between gaps in the puncheon, as well as brushing out the corridor, and removing invasives. Improving this section of trail connects Rock Point, Arms Forest, and Burlington Greenway Path, encouraging increased pedestrian and bike access.

Goal:

- Rehabilitate 0.14 miles of walking trail via the following:
 - Remove 154 puncheon decking pieces in poor condition
 - Replace 77 sections of puncheon with 8 and 12ft decking (≈1,312 linear ft)
 - Brush out corridor including removal of invasive buckthorn and honeysuckle
 - Install step stones between gaps in boardwalk

Locations:

- Rock Point Trail
- Arms Forest

Second Priority: Construction of new, seasonally mobile puncheon

The second priority is to construct a new section of puncheon that can be moved seasonally. This design will allow puncheon to be moved out of the way during the winter season when the trail is used by skiers. This maximizes the trail's year-round accessibility and user safety while simultaneously providing erosion control and protection of the surrounding vegetation throughout the rest of the year.

Goal: Construct and stage 140ft of new seasonally mobile puncheon

Location: Rock Point Trails

Third Priority: Trail closure and puncheon removal (if time allows)

The third priority is to disassemble and haul out a short stretch of puncheon that is in disrepair. The trail frequently floods and is seldom utilized. Removing the old material and brushing in the trail will have a positive environmental impact by minimizing further erosion and allowing the area to recover.

Goal: Close & renaturalize 300ft of trail

Location: Rock Point Trails

Please provide or upload an explanation of how your project's results or effectiveness can be measured.*

People Metrics:

- # of crew leaders (goal: 2)
- # of youth participants who gain hands-on experience completing conservation projects (goal: 5-7)
- Increased % of participants who are Burlington residents
- Participants complete 16 thirty-minute educational sessions led by crew leaders accomplishing course learning objectives

Project Metrics

- Crew Hours (goal: 750 hours)
- # Puncheon repaired/replaced (goal: 77)
- # New puncheon constructed (goal: 140 feet, if time allows)
- Area renaturalized (goal: 300ft of trail renaturalized, if time allows)
- Linear feet of public walking trail improved (goal: 2,000 feet)

Is there any other information you would like us to know? (2 page limit)

This is VYCC's second consecutive year applying for the Conservation Legacy Grant. VYCC was thrilled to receive funding in 2024 to operate two youth crews in Burlington and there is a lot of momentum to build on for the 2025 program. In a 2025 iteration, VYCC is excited to focus recruitment and hiring efforts on Burlington residents and to continue building connections between young people and the places they live. VYCC is excited to strengthen learning outcomes through a revamped educational component and to continue introducing young people to careers in conservation. VYCC is excited to do all of that while also completing valuable conservation projects in Burlington. With the heightened emphasis on local recruitment and piloting a new education curriculum, we are choosing to reduce our scope to 4 weeks instead of 8 weeks in order to attain high-quality program and project outputs.

Board of Finance and City Council Submission Checklist

Department: Permitting & Inspections Submitter: Scott Gustin

Title/Subject: Conservation Legacy Fund grant awards 2025

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	3/10/2025

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	2/26/2025	Bill Ward
Mayor's Office informed and approved memo	Yes	3/3/2025	Joe Magee
Board/Commission, if required	Yes	2/3/2025	Conservation Board. 2/11/2025 for Parks Commission
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	3/5/2025	Atty. Sturtevant
CAO has reviewed budget, financing, and memo	Yes	3/3/2025	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	Yes	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?	Yes	Board of Finance



OFFICE OF THE CLERK/TREASURER City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401 Voice (802)865-7000

Fax (802) 865-7014

Deaf/Hard of Hearing 711

DECLARATION OF ELECTION RESULTS QUESTIONS ON THE BALLOT ANNUAL CITY ELECTION – March 4, 2025

I, Katherine Schad, Presiding Officer for the March 4, 2025 Annual City Election for the City of Burlington, Vermont do hereby declare the following results for the Public Questions on the Ballot.

Question 1: APPROVAL OF SCHOOL BUDGET FOR FISCAL YEAR 2026

	<i>VOTES</i>	<i>% of VOTES</i>
YES	7,071	73.21%
NO	2,588	26.79%
Undervotes	162	
Overvotes	2	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required

Question 2: PLEDGING THE CREDIT OF THE CITY TO ISSUE GENERAL OBLIGATION BONDS FOR THE CITY'S FIVE-YEAR CAPITAL PLAN

	<i>VOTES</i>	<i>% of VOTES</i>
YES	7,133	75.12%
NO	2,362	24.88%
Undervotes	327	
Overvotes	1	
Total Ballots Cast	9,823	
RESULT	APPROVED	2/3 Vote Required

Question 3: ISSUANCE OF REVENUE BONDS FOR WASTEWATER AND STORMWATER UTILITY PROJECTS

	<i>VOTES</i>	<i>% of VOTES</i>
YES	7,744	80.85%
NO	1,834	19.15%
Undervotes	243	
Overvotes	2	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required

**DECLARATION OF ELECTION RESULTS
QUESTIONS ON THE BALLOT
ANNUAL CITY ELECTION – MARCH, 2025 (continued)**

Question 4: ISSUANCE OF REVENUE BONDS FOR DRINKING WATER UTILITY PROJECTS

	<i>VOTES</i>	<i>% of VOTES</i>
YES	8,008	83.66%
NO	1,564	16.34%
Undervotes	250	
Overvotes	1	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required

Question 5: CHARTER CHANGE RE: BAN ON FIREARMS IN ANY ESTABLISHMENT WITH A LIQUOR LICENSE

	<i>VOTES</i>	<i>% of VOTES</i>
YES	8,335	86.65%
NO	1,284	13.35%
Undervotes	201	
Overvotes	3	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required

Question 6: CHARTER CHANGE RE: REDISTRICTING BY CITY COUNCIL

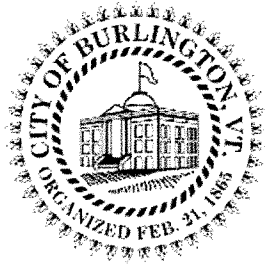
	<i>VOTES</i>	<i>% of VOTES</i>
YES	6,351	68.82%
NO	2,878	31.18%
Undervotes	593	
Overvotes	1	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required

Question 7: CHARTER CHANGE RE: CITY COUNCIL AUTHORITY TO REGULATE RENTAL NOTIFICATIONS AND NOTIFICATION PERIODS

	<i>VOTES</i>	<i>% of VOTES</i>
YES	6,115	65.21%
NO	3,262	34.79%
Undervotes	446	
Overvotes	0	
Total Ballots Cast	9,823	
RESULT	APPROVED	Simple Majority Required


Katherine Schad
Presiding Officer – March 4, 2025 Annual City Election

03-06-25
Date



OFFICE OF THE CLERK/TREASURER City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401 Voice (802)865-7000

Fax (802) 865-7014

Deaf/Hard of Hearing 711

DECLARATION OF ELECTED CANDIDATES ANNUAL CITY ELECTION – MARCH 4, 2025

I, Katherine Schad, Presiding Officer for the March 4, 2025 Annual City Election for the City of Burlington, Vermont do hereby declare the following candidates elected as a result of the Annual City Election held March 4, 2025:

Central District

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Central District City Councilor	Melo Grant	91.94%
Central District School Commissioner	Jean E. Waltz	97.86%

East District

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
East District City Councilor	Allie Schachter	53.30%
East District School Commissioner	Matthew Price	98.60%

North District

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
North District City Councilor	Mark Barlow	91.39%
North District School Commissioner	Kendra Sowers	97.73%

South District

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
South District City Councilor	Ranjit “Buddy” Singh	72.59%
South District School Commissioner	Jeffrey J. Wick	98.86%

Ward 1

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
School Commissioner	Gary L. Golden	98.98%
Ward Clerk	Sue Alenick	99.27%
Inspector of Election (3 year term)	Gloria Yandow	99.02%

Ward 2

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Wendy Coe	98.36%
Inspector of Election (3 year term)	Ethan Cole	98.67%

Ward 3

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	No candidate elected	N/A
Inspector of Election (3 year term)	No candidate elected	N/A
Inspector of Election (2 year term)	Ezra Willson	95.70%

Ward 4

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Amy Bielawski-Branch	98.62%
Inspector of Election (3 year term)	Amy Payne	98.80%

Ward 5

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Michael Healy	99.52%
Inspector of Election (3 year term)	William Morris	99.43%

Ward 6

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Alan Matson	99.24%
Inspector of Election (3 year term)	Pamela Polston	99.63%
Inspector of Election (1 year term)	Leslyn Hall	99.32%

Ward 7

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Olivia Irene Taylor	55.59%
Inspector of Election (3 year term)	Trish O'Kane	96.39%

Ward 8

<i>Office</i>	<i>Elected Candidate</i>	<i>% of Vote</i>
Ward Clerk	Eileen Blackwood	51.80%
Inspector of Election (3 year term)	Lynn Goyette	99.18%
Inspector of Election (2 year term)	No candidate elected	N/A
Inspector of Election (1 year term)	No candidate elected	N/A



Katherine Schad
Presiding Officer – March 4, 2025 Annual City Election

03-06-25

Date



City of Burlington
Department of Public Works
Division of Parking and Traffic
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
802.863.0466 F
802.863.0450 TTY
www.burlingtonvt.gov

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Date: March 10, 2025

To: Board of Finance
City Council

From: Chapin Spencer, Director of Public Works
Jackie Esperti, Division Director for Parking and Traffic

Subject: Parking Garage Security Contract
Extension through FY25

REQUEST

The Department of Public Works (DPW) seeks Board of Finance approval and recommendation to the City Council to extend the existing contract with Green Mountain Concert Services for security services in the Marketplace and Downtown Garage through FY25 and into the beginning of FY26 for an additional \$115,000 resulting in a total expenditure of \$395,000 including the original amount of \$280,000 in FY24 and FY25. This extension would be valid through September 30, 2025 to allow time for a new request for proposals for these services.

BACKGROUND:

In May of 2023, bids were solicited for security services in the Parking Garages; and the award of the contract approved by City Council and Board of Finance in August of 2023. The contract was awarded to Green Mountain Concert Services (GMCS) in September 2023. Although the contract is now expired, we have continued work with GMCS with the approval of the CAO and in good faith at a labor rate of \$36/hour, the same rate that was originally approved by this board in 2023.

We are currently using GMCS security guards from 1530-2330 in the Marketplace garage tower, and 2300-0700 overnight shift circulating between both city owned garages. We continue to adapt to antisocial behaviors as much as possible and therefore will change these shifts as needed. Additionally, we have contracted with the Chittenden County Sheriff, who works approximately 4 hours per day Monday-Friday.

Security guards are a very important component of our overall approach to security and safety that also includes:

- 1) Publicly displayed security camera monitors
- 2) Increased presence of staff in and around garage public spaces

An Equal Opportunity Employer
This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).

- 3) Repair/replacement of security cameras
- 4) Increased lighting
- 5) Upgraded lighting (brightness and motion sensor)
- 6) Quarterly security meetings with the Hotels
- 7) Coordination with hotel security contractors
- 8) Participation in the weekly Safety and Security Meeting hosted by CSM
- 9) Improved fencing and general physical security
- 10) Aggressive Graffiti Control

BUDGET IMPLICATIONS

Of the \$115,000, we expect to spend \$65,000 in FY25, and the remaining \$50,000 in FY26 from July 1 through September 30, 2025. Current FY to date, Parking Facilities Budget 265 has spent just over \$100,000 on security services.

NEXT STEPS

This extension gives us time to look into the possibility of a larger city-wide contract for our collective security needs. Should the city not decide on a collective RFP, DPW will start our own RFP process in April of 2025.

MOTIONS

Board of Finance:

To approve and recommend that City Council authorize the Director of Public Works to execute an amendment to the FY24-25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's Office and approval by the Chief Administrative Office for compliance with the City's procurement and expenditure policies.

City Council:

To authorize the Director of Public Works to execute an amendment to the FY24-FY25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's Office and approval by the Chief Administrative Office for compliance with the City's procurement and expenditure policies.

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN GREEN MOUNTAIN
CONCERT SERVICES, INC. AND THE CITY OF BURLINGTON REGARDING
PARKING FACILITIES SECURITY CONTRACT**

This first amendment to the Agreement between Green Mountain Concert Services, Inc. (GMCS) and The City of Burlington regarding The Parking Facilities Security Contract (the “First Amendment”) is made and entered into as of this date 2/5/25 by and between the City of Burlington, a Vermont municipal corporation (“City”), and the Green Mountain Concert Services, Inc. (“Contractor”) (collectively, “the parties”).

Background

- A. The parties entered into that certain agreement, dated as of February 7th 2024 (the “Agreement”) in order to obtain security services for Burlington’s parking facilities.
- B. The parties agreed to the contractor providing security services in the Downtown and Marketplace parking facilities in Burlington, Vermont.
- C. The parties desire to enter into this First Amendment in order to:
 - 1) Extend the Parking Facilities Security Contract.

NOW THEREFORE, in consideration of the Background described above and other good and valuable consideration, IT IS AGREED by and between the City and Green Mountain Concert Services, Inc. as follows:

- 1. The parking Facilities Contract is hereby extended to September 30th 2025.
- 2. **Maximum Limiting Amount.** The total amount that may be paid to the Contractor for all services and expenses under this Contract shall not exceed the maximum limiting amount of \$280,000 plus the amendment amount of \$115,000 for a total maximum limiting amount of \$395,000. The City shall not be liable to Contractor for any amount exceeding the maximum limiting amount without duly authorized written approval.
- 3. A new Attachment H named First Amendment will be added after Attachment G and will be adopted by reference and made part of this Agreement.
- 4. Except as specifically amended by the terms of this First Amendment, the Agreement remains in full force and effect. Unless specifically defined in this First Amendment, all terms shall have the meanings contained in the Agreement.

IN WITNESS WHEREOF, this First Amendment is executed as of the day and date first above written.

CITY OF BURLINGTON, VERMONT

By:

Chapin Spencer, Director
Duly Authorized Agent

**GREEN MOUNTAIN CONCERT SERVICES,
INC.**

By:



Duly Authorized Agent
Paul G. Young Regional Manager
(Print Name and Position)

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN GREEN MOUNTAIN
CONCERT SERVICES, INC. AND THE CITY OF BURLINGTON REGARDING
PARKING FACILITIES SECURITY CONTRACT**

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CITY OF BURLINGTON, VERMONT

By:

Chapin Spencer, Director
Duly Authorized Agent

**GREEN MOUNTAIN CONCERT SERVICES,
INC.**

By:

Duly Authorized Agent
Paul G. Young Regional Manager
(Print Name and Position)

Board of Finance and City Council Submission Checklist

Department: DPW – Parking and Traffic Submitter: Jackie Esperti

Title/Subject: Security Contract Extension

	Approval:	Meeting Date:
☒	Board of Finance	3/10/2025
☒	City Council	3/10/2025
☐	Concurrent	Click or tap to enter a date.

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	2/14/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	3/5/2025	Joe Magee
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	Yes	2/14/2025	Erik Ramakrishnan
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Yes	3/6/2025	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?	Yes	Click or tap here to enter text.
Additional Materials, if necessary	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	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.



City of Burlington
Department of Public Works
Division of Parking and Traffic
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
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802.863.0450 TTY
www.burlingtonvt.gov

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

To: Burlington City Council and Burlington Community Development Corporation
(BCDC) Board of Directors

From: Jackie Esperti, Division Director, Parking and Traffic

Date: March 10, 2025

Re: Westlake Area Condominium Association

This memorandum seeks the approval of the City Council and the Burlington Community Development Corporation for the Division Director of Parking and Traffic, or their designee, to be appointed as their respective authorized voting representative to the Westlake Area Condominium Association ("WACA") Board of Directors.

Background

In 2005 a portion of the City's urban renewal lands generally located along Battery Street between Cherry Street on the north and the Hilton Hotel on the South remained in City ownership. Desiring those lands to be developed, the City created the Westlake Area Condominium (the "Master Condominium"). Working through the Burlington Community Development Corporation (BCDC) and with various private developers, the area was developed into what today includes the Marriot Hotel, Hotel Vermont, the Westlake Residential Condominium (the "Residential Condominium") and two parking garages behind those buildings.

The City's condo declaration created five condo units, units A through E. Unit C was further divided into three sub-units C-1 through C-3. Today those units are occupied as follows:

- Unit A – Hotel Vermont
- Unit B – the City-owned Lakeview garage, the northern half of the Downtown Garage.
- Unit C – the parking garage behind the Residential Condo and the Marriot
 - Unit C-1 – Lowest level parking owned by BCDC and leased to a private entity, Westlake Garage LLC which sub-leases it to the residential condominium
 - Unit C-2 – The second level parking, owned and operated by the City
 - Unit C-3 – The top-level courtyard off of Cherry Street, owned by the Marriot Hotel group
- Unit D – Marriot Hotel
- Unit E – Westlake Residential Condominium

The City's master condo declaration created the Westlake Area Condominium Association (WACA) to manage the affairs of the Master Condominium. WACA, while existing as a legal entity, has never actively operated nor as far as I can tell has it ever officially held a meeting. It seems that in the past this was not a particular concern. But in recent years maintenance of various common facilities of the Master Condominium has needed to be addressed and the need to activate WACA has become apparent.

WACA's responsibilities under the Master Declaration and Bylaws are quite narrow. Nonetheless, since 2020 there have been several informal meetings of representatives of the various parties, and it has been generally agreed that WACA could be a forum to pro-actively address maintenance and operational concerns of the various parties.

Under the terms of the Master Declaration, the Unit Owners select the Board of Directors of the association. Exhibit B of the Master Declaration sets forth the voting rights for WACA as shown in the following table. The City and BCDC combined have 2.5 votes. The hotels (under related ownership) jointly have 2.5 votes and the residential condominium has 1 vote. Because it is a lessee and not an owner, Westlake Parking LLC has zero votes. But because of its substantial leasehold interest it has been participating in the meetings.

Unit	Owner (informal names)	Voting Interest
Unit A	Hotel Vermont	1 vote
Unit B	City (Lakeview Garage)	1.5 votes
Unit C-1	A City entity: Burlington Community Development Corporation (BCDC), leased to Westlake Parking LLC, sub-leased to Westlake Residential Condominiums	0.5 vote
Unit C-2	City	0.5 vote
Unit C-3	Marriott (top level of garage)	0.5 vote
Unit D	Marriott	1 vote
Unit E	Westlake Residential Condominiums	1 vote

Each owner must formally designate representative(s). Each of the hotels, the residential condo, and the City (on behalf of itself and its entity BCDC) needs to formally appoint and notice the appointment of their representatives. Those representatives will, in turn, elect the Board of Directors.

Because the City's interests in this development are largely related to parking, I seek appointment as the City's and BCDC's representative for each of its three units with the authority to appoint a proxy acting on my behalf and the authority to vote on the City and BCDC's behaves.

We would like to note some possible upcoming issues to work through:

- Water management in Westlake Garage
- Overall ongoing maintenance of Westlake Garage
- Future transfer of C-1 from the City to Westlake Parking as required under the original agreement. This will happen in 2026.
- The City's future role in operating public parking in the Westlake Garage

Following each WACA meeting, I will issue an update to the City Council's TEUC at their next regularly scheduled meeting.

Motion (for both BCDC and City Council): To authorize the Division Director of Parking and Traffic, or their designee, to be appointed to exercise both the City's and BCDC's votes on the WACA Board of Directors.

Board of Finance and City Council Submission Checklist

Department: DPW – Parking and Traffic Submitter: Jackie Esperti

Title/Subject: Westlake Area Condo Association

	Approval:	Meeting Date:
☒	Board of Finance	3/10/2025
☒	City Council	3/10/2025
☐	Concurrent	Click or tap to enter a date.

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	2/18/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	3/5/2025	Joe Magee
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	Choose an item.		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	2/14/2025	Erik Ramakrishnan
CAO has reviewed budget, financing, and memo	Yes	3/6/2025	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	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	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.

Lori Olberg

FOR INFORMATION ONLY

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Thursday, February 13, 2025 5:24 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.

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

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Individual Stormwater Discharge Permit (INDS)	Franklin Square	4875-INDS	Burlington Housing Authority City of Burlington	Burlington	Minor information related to this activity has been changed. This could be a change to: permit/other ID; Activity Name; Staff Contact; Activity Description; and/or SPAN number. Please visit the ENB to view the changes on the activity profile.	2025-02-13	In Review

FOR INFORMATION ONLY

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Tuesday, February 18, 2025 11:42 AM
To: Sophie Sauvé; psegaloff@globalp.com; Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; anr.act250@vermont.gov; barry.murphy@vermont.gov; PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov; ACCD.ProjectReview@vermont.gov; Stephanie.Monaghan@vermont.gov
Subject: 4C0051-3A Permit - City of Burlington Parks, Recreation and Waterfront - Exhibit List - COS
Attachments: Permit_Final 4C0051-3A.pdf; 000 ExhibitList.pdf; COS 4C0051-3A.pdf

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

Attached is 4C0051-3A - Act 250 Land Use Permit - City of Burlington Parks, Recreation and Waterfront, Exhibit List - COS.

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: Lisa Kingsbury (she/her) <Lisa.Kingsbury@uvm.edu>
Sent: Tuesday, February 18, 2025 4:06 PM
To: Act250.Essex@vermont.gov; kaitlin.hayes@vermont.gov; Lisa McNaney; lisa.kingsbury@gmail.com; Claire Forbes (she/her); burlingtontownclerk; Lori Olberg; Andrew Montroll; Benjamin Traverse; permitting@ccrpc.org; ANR - Act 250; barry.murphy@vermont.gov; psd.vtdps@vermont.gov; aot.act250@vermont.gov; agr.act250@vermont.gov; Dillon, Scott; Socinski, Greg; ACCD.ProjectReview@vermont.gov
Subject: E-CoS Regarding Proposed Permit Amendment Number 4C1043-1C
Attachments: 20250218_COMMENTS ON DRAFT PERMIT 4C1043-1C.pdf; COS Proposed Permit Amendment 4C1043-1C.pdf

For complete information, I
am sending you the
complete set of documents.
Contact the City Clerk's Office

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

I hereby certify that I, Lisa Kingsbury, Associate Director of Planning, at the University of Vermont & State Agricultural College, sent a copy of documents, dated February 18, 2025, for the University of Vermont, regarding Proposed Permit Amendment Number 4C1043-1C, regarding elimination of requirements for an off campus lot and monthly parking utilization, by electronic mail to those with email addresses as indicated above, as attached.

Thank you,

Lisa Kingsbury

LISA KINGSBURY (she/her)
Associate Director of Planning

Planning, Design & Construction
University of Vermont
Suite 10 – Marsh Hall, 31 Spear Street
Burlington, VT 05405

(802) 656-1059 | lisa.kingsbury@uvm.edu

UVM's Our Common Ground Values:
Respect | Integrity | Innovation | Openness | Justice | Responsibility



UVM is subject to the Vermont Public Records Act and communications to and from this email address, including attachments, are subject to disclosure unless exempted under the Act or otherwise applicable law.

Lori Olberg

FOR INFORMATION ONLY

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Tuesday, February 18, 2025 5:19 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.

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

City of Burlington
Burlington, VT 05401
Contact the City Clerk's Office

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Stormwater Runoff from Construction Sites General Permit 3-9020 (CGP) for Moderate Risk Projects: Notice of Intent	Colchester Avenue Housing	7938-9020.1	Colchester Avenue Housing, LLC	Burlington	A final action for this activity has been reached and may be reviewed by visiting the ENB. The appeal period is open for 30 days following the final decision date.	2025-02-18	Final Decision Reached - Appeal Period
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	The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile. A final action for this activity has been reached and may be reviewed by visiting the ENB. The appeal period is open for 30	2025-02-18	Final Decision Reached - Appeal Period

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Thursday, February 20, 2025 5:21 PM
To: burlingtowntownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

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

For complete information &
 additional info, please
 contact the City Clerk's Office

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Regards,
 ENB Support
 Vermont Agency of Natural Resources

New Activities

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Status
General Permit 3-9012 - Wastewater Discharge Well Pumping	General Permit 3-9012	3-9012		Statewide	Draft Decision - Public Comment Period

Changes to Activities I'm Following

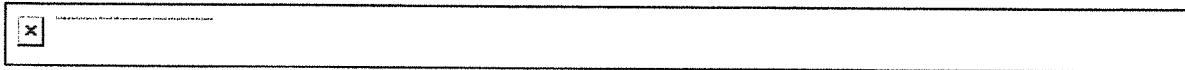
Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Individual Stormwater Discharge Permit (INDS)	Franklin Square	4875- INDS	Burlington Housing Authority City of Burlington	Burlington	A draft decision for this activity has been reached and may be reviewed by visiting the ENB. Comments may be submitted through the ENB when the public comment period is open.	2025- 02-20	Draft Decision - Public Comment Period

Lori Olberg

From: VLCT Events & Training <info@vlct.org>
Sent: Friday, February 21, 2025 7:35 AM
To: Lori Olberg
Subject: Selectboard Essentials for New & Returning Selectboard Members

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

[View as Webpage](#)



Congratulations to all newly elected selectboard members! This training will help you succeed in your position by explaining **foundational information on three key topics**:

- Selectboard legal roles and responsibilities
- Three critical transparency or "sunshine" laws: Open Meeting Law, Public Records Act, and Conflict of Interest requirements
- How to hold effective meetings using VLCT's helpful templates

Attendees will also **meet counterparts from around the state**, be able to network over lunch, learn how VLCT's Advocacy team is supporting municipal interests at the State House, and get acquainted with VLCT's risk management programs.

This training lays the foundation for in-depth trainings throughout the year on important responsibilities for selectboards, including policies and ordinances, human resources and employment law, budgeting, and property tax assessment appeal hearings.

Register

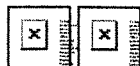
Saturday, March 22
9 AM to 2:30 PM

Cost to Attend
FREE

Hybrid Event

In Person: Capitol Plaza, 100 State St, Montpelier, VT 05602
Virtual: Zoom Webinar

Sign-up to attend in the way that's most convenient for you!



Vermont League of Cities and Towns | 89 Main St. Suite 4 | Montpelier, VT 05602 US

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FOR INFORMATION ONLY

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Tuesday, February 25, 2025 11:56 AM
To: Lisa.Kingsbury@uvm.edu; Lisa.Kingsbury@uvm.edu; Lisa.Kingsbury@uvm.edu; Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; anr.act250@vermont.gov; barry.murphy@vermont.gov; PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov; ACCD.ProjectReview@vermont.gov; kaitlin.hayes@vermont.gov
Subject: 4C1043-1C Permit
Attachments: Permit_CertificateOfService_ExhibitList_4C1043-1C.pdf

For complete information
in 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 Act 250 Land Use Permit, Certificate of Service, and Exhibit List.

Adriene Katz | District Technician
Land Use Review Board
District 4 Environmental Commission
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 News <info@vlct.org>
Sent: Tuesday, February 25, 2025 3:00 PM
To: Lori Olberg
Subject: Plan for Selectboard Changes, Enter the ARPA Portal, Many Grants, and more

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

[News](#)

[Resources](#)

[Events](#)

[Advocacy](#)

[Jobs](#)

Clerks and assistant clerks: please look for a special email soon after Town Meeting Day for instructions on updating our contact information about your incoming and outgoing officers.

For more information & additional links, please contact the City Clerk's Office

Announcements & Updates

ARPA Reporting: Don't Wait Another Week!

Make sure you have access to the U.S. Treasury's reporting portal now.

Avoid Common Winter Hazards

Icy conditions across the state mean it's time to walk "like a penguin", using short or shuffling steps, and be careful in other ways, too.

New Resources

Funding Opportunities for Vaults and Records Preservation

If your vault has reached capacity, we have identified several funding sources you can use to expand it.

Simplify Your Understanding of ADA and Title VI Compliance

Use these one-page resources, developed by VTrans, to more easily comply with federal laws that safeguard vulnerable communities and ensure everyone has equal access.

How to Claim Tax Incentives for Your Clean Energy Project

Apply for a partial refund of your cost for renewable energy generation, electric vehicles (EVs), and EV charging infrastructure projects.

Events Calendar

Lori Olberg

FOR INFORMATION ONLY

From: Act250.Essex@vermont.gov
Sent: Thursday, February 27, 2025 11:21 AM
To: Chapin Spencer; ande.deforge@vermont.gov; Chapin Spencer; ande.deforge@vermont.gov; Chapin Spencer; mbrennan@srhlaw.com; citycouncil@southburlingtonvt.gov; jlouisos@sburl.com; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; hrees@southburlingtonvt.gov; citycouncil@southburlingtonvt.gov; jlouisos@sburl.com; anr.act250@vermont.gov; Stephanie.Monaghan@vermont.gov
Subject: 4C0438-17D Schedule G notices for the City of Burlington and the City of South Burlington
Attachments: Burlington_Schedule_G_4C0438-17D.pdf; SouthBurlington_Schedule_G_4C0438-17D.pdf

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

Hello,

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

Please see attached for the initial filing of Act 250 Application, 4C0438-17D.

Same document, with a copy for the City of Burlington and another for the City of South Burlington.

Thank you,

Adriene Katz | District Technician
Land Use Review Board
District 4 Environmental Commission
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

From: VLCT Events & Training <info@vlct.org>
Sent: Friday, February 28, 2025 1:50 PM
To: Lori Olberg
Subject: New Series: Grants & Funding Chat

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

[Trouble viewing this email? Click here to view as a webpage.](#)



Series Continues March 11 with Climate Resilience

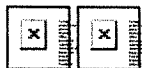
This bi-monthly series from our Municipal Operations Support team helps local government officials and staff learn about specific funding opportunities and ways to make their funding applications more competitive. Each topic-oriented event begins with a presentation then transitions to a participant Q&A, where attendees can ask questions of the presenter and each other. Bring your questions, share your challenges, and learn from other communities.

Schedule – Tuesdays @ 1 PM

- **March 11 – Climate Resilience** Adapting to changing conditions and extreme weather events has become a little more complicated with shifts in the federal funding landscape. Federal agencies have paused some funding programs and are adapting others. Join our chat to learn how to navigate this period of uncertainty and maintain your own resilience.
- **May 13 – Housing**
- **July 8 – Transportation**
- **November 12 (Wednesday) – Community and Economic Development**

REGISTER

**March 11 @ 1 PM
FREE**



Vt. League of Cities & Towns | 89 Main St. Suite 4 | Montpelier, VT 05602 US

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)



Lori Olberg

From: VLCT Events & Trainings <vtcma@vlct.org>
Sent: Monday, March 3, 2025 7:35 AM
To: Lori Olberg
Subject: March VLCT Training

For a complete information /
 available list, please
 contact the City Clerk's Office

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

March Training & Events

Have you been struggling to keep track of all the events, chats, meet-ups, and trainings VLCT offers? You can now use this email, which arrives the first Monday of each month, to plan what you'd like to attend. **Share this email with your newly elected officials**, and don't forget to **update your contacts** with VLCT after Town Meeting.

Thank you for all you do! We hope you have a fantastic Town Meeting Day tomorrow!

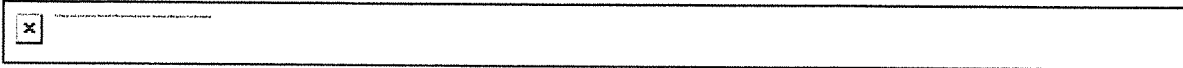
x					
MON	TUE	WED	THU	FRI	SAT
3/3	3/4	3/5	3/6	3/7	3/8
	Town Meeting Day!	12 PM - 1 PM Money Matters: Investing			
3/10	3/11	3/12	3/13	3/14	3/15
1 PM - 2 PM Advocacy Chat	1 PM - 2 PM Grants & Funding Chat: Climate Resilience	12 PM - 1:30 PM Windham County Selectboard Meet-Up (In Person)	12 PM - 1 PM Workplace Matters: Building an Onboarding Program That Works		
3/17	3/18	3/19	3/20	3/21	3/22
					9 AM - 2:30 PM Selectboard Essentials: Your Building Blocks for Success (Hybrid)

Lori Olberg

From: VLCT Weekly Legislative Report <info@vlct.org>
Sent: Monday, March 3, 2025 1:34 PM
To: Lori Olberg
Subject: March 3, 2025

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

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



Happy Town Meeting Day eve! This issue of the *Weekly Legislative Report* features a last-minute Budget Adjustment Act showdown, the status of Open Meeting Law clean-up and Local Option Tax reforms, and more.

As always, please stay in touch. We want to hear your ideas, feedback, and concerns.

Read the Weekly Legislative Report



Advocacy Chat

Be sure to join us, **Monday, March 10 at 1 PM** for our next Advocacy Chat.

Register now!

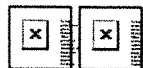
Chats occur every other Monday. We rely on hearing your ideas and concerns as the session progresses. You can view previous Advocacy Chats on our website.

This week at VLCT
>>>>

Legal Steps After
Town Meeting

Update Contacts with
VLCT Soon

New Dog Control
Manual



Manage Your Preferences

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

Vt. League of Cities & Towns | 89 Main St. Suite 4 | Montpelier, VT 05602 US

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Monday, March 3, 2025 5:19 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.

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
Approval to Sell Bottled Water in Vermont	VT0020452 - NIAGARA BOTTLING LLC - HOWARD PA	20452-22.0	NIAGARA BOTTLING LLC	Statewide	Final Decision Reached - Appeal Period
Approval to Sell Bottled Water in Vermont	VT0021746 - NEWPORT SPRINGS BOTTLING LLC	21746-22.0	NEWPORT SPRINGS BOTTLING LLC	Statewide	Final Decision Reached - Appeal Period

Lori Olberg

FOR INFORMATION ONLY

From:

Sent:

To:

Act250.Essex@vermont.gov

Thursday, March 6, 2025 9:29 AM

Chapin Spencer; ande.deforge@vermont.gov; Chapin Spencer;
ande.deforge@vermont.gov; Chapin Spencer; mbrennan@srhlaw.com;
hrees@southburlingtonvt.gov; citycouncil@southburlingtonvt.gov; jlouisos@sburl.com;
Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll;
permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah
Montgomery; Lori Olberg; James.eikenberry@usda.gov; info@winooskinrcd.org;
john.gobeille@vermont.gov; toni.mikula@vermont.gov;
josh.castonguay@greenmountainpower.com; efficiency@vermontgas.com;
pics@veic.org; anr.act250@vermont.gov; barry.murphy@vermont.gov;
PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov;
ACCD.ProjectReview@vermont.gov; Stephanie.Monaghan@vermont.gov
4C0438-17D Administrative Amendment
Permit_CertificateOfService_ExhibitList-4C0438-17D.pdf

Subject:

Attachments:

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

Hello,

Please see attached Act 250 Land Use Permit, Certificate of Service, and Exhibit List.

Thank you,

Adriene Katz | District Technician
Land Use Review Board
District 4 Environmental Commission
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

From: VLCT Events & Trainings <vtcma@vlct.org>
Sent: Thursday, March 6, 2025 7:32 AM
To: Lori Olberg
Subject: Reminder: March VLCT Training

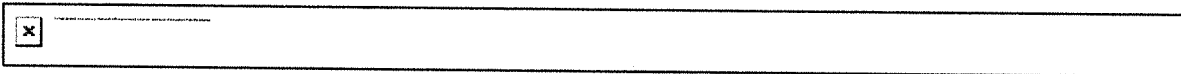
For complete information &
 additional info, please
 contact the City Clerk's Office

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

March Training & Events

Have you been struggling to keep track of all the events, chats, meet-ups, and trainings VLCT offers? You can now use this email, which arrives the first Monday of each month, to plan what you'd like to attend. **Share this email with your newly elected officials**, and don't forget to **update your contacts** with VLCT after Town Meeting.

Thank you for all you do! We hope you have a fantastic Town Meeting Day tomorrow!



MON	TUE	WED	THU	FRI	SAT
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	Town Meeting Day!	12 PM - 1 PM Money Matters: Investing			
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3/17	3/18	3/19	3/20	3/21	3/22
					9 AM - 2:30 PM Selectboard Essentials: Your Building Blocks for Success (Hybrid)

Resolution Relating to

ACCEPTANCE OF OFFER OF DEDICATION AND
MAINTENANCE OBLIGATIONS FOR SIDEWALKS
LOCATED AT HIGH SCHOOL PROPERTY, 52 INSTITUTE
ROAD

RESOLUTION _____
Sponsor(s): TEUC
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 Board of School Commissioners has forwarded to the City Council the resolution attached hereto as **Exhibit A** (the “School Resolution”), making an irrevocable offer of dedication (the “Irrevocable Offer”) of certain sidewalks more particularly described in the School Resolution (the “Sidewalks”); and

WHEREAS, the City Council desires for the City to accept the Irrevocable Offer upon completion of the Sidewalks and subject to the City Engineer’s determination that the Sidewalks are constructed to City standards and are covered by a reasonably acceptable one (1) year construction warranty (the “City Conditions”);

NOW, THEREFORE, BE IT RESOLVED that upon the completion of the Sidewalks, the City Engineer is directed to determine whether the City Conditions have been met and, if so, to execute the certificate attached hereto as **Exhibit B**; and

BE IT FURTHER RESOLVED that upon executing said certificate, the City Engineer is directed to record this resolution, signed by the Mayor and inclusive of both exhibits, in the Land Records, whereupon the public shall be deemed to enjoy the right of way and easement described in the School Resolution; and

BE IT FURTHER RESOLVED that thereafter the City shall assume the ongoing obligation to maintain the Sidewalks; provided that, the City assumes no special obligation to maintain the Sidewalks to a higher standard than the City’s other sidewalks; and provided further that the School District shall have no special right to enforce any maintenance obligation, the effect of the City’s assumption of said obligation being intended merely to relieve the School District of same.

Exhibit A
Executed Resolution Offering Dedication of Sidewalks

Resolution Relating to

PUBLIC DEDICATION OF SIDEWALK AT BURLINGTON
HIGH SCHOOL PROPERTY, 52 INSTITUTE ROAD

RESOLUTION_____

Sponsor(s):
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed : _____

CITY OF BURLINGTON
BOARD OF SCHOOL COMMISSIONERS

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

1 That WHEREAS, a new high school building is currently under construction at the Burlington High School
2 property, located at 52 Institute Road; and
3 WHEREAS, the site plan for the property, attached hereto as **Attachment 1**, includes sidewalks, five
4 (5) feet in width, more or less, generally located along Institute Road and North Avenue in the approximate
5 locations indicated on the site plan (the “Sidewalks”); and
6 WHEREAS, all or part of the Sidewalks will be located outside the Institute Road and North Avenue
7 rights of way; and
8 WHEREAS, the School District intends that the Sidewalks will be constructed to City of Burlington
9 standards; and
10 WHEREAS, the School District desires to make an irrevocable offer of dedication of the Sidewalks to
11 the City of Burlington on behalf of the public, subject to the City’s agreement to assume responsibility for
12 their ongoing maintenance (the “Irrevocable Offer”);
13 NOW, THEREFORE, BE IT RESOLVED that the Board of School Commissioners hereby makes the
14 aforesaid Irrevocable Offer; and
15 BE IT FURTHER RESOLVED that the City Council of the City of Burlington is hereby requested to
16 adopt a resolution conditionally accepting the Irrevocable Offer, substantially in the form attached hereto as
17 **Attachment 2** (the “Acceptance Resolution”), the provisions of which are incorporated herein by reference
18 insofar as they pertain to the rights and obligations of the School District; and
19 BE IT FURTHER RESOLVED that upon final acceptance of the Irrevocable Offer by the City, the
20 City shall be responsible for ongoing maintenance of the Sidewalks, and the public shall be deemed to have a
21 right of way and easement across and upon the Sidewalks, subject to the same rules as for the City’s other
22 sidewalks pursuant to any applicable statutes, ordinances, bylaws, or regulations; and
23

24

25

BE IT FURTHER RESOLVED that said right of way and easement shall be evidenced by recordation

26

of the Acceptance Resolution with a signed copy of this Resolution attached thereto.

27

28

29

30

JM/Resolutions 2025/*Public dedication of sidewalk at BHS*

31

Date



Frederick I. Track, Treasurer
Burlington High School & Technical Center
11100 Institute Road
Burlington, NC 27215
Phone: 336.226.1234
Fax: 336.226.1235
Email: ftrack@burlingtonnc.gov



CIA
City of Burlington
11100 Institute Road
Burlington, NC 27215
Phone: 336.226.1234
Fax: 336.226.1235
Email: cia@burlingtonnc.gov



DRA
11100 Institute Road
Burlington, NC 27215
Phone: 336.226.1234
Fax: 336.226.1235
Email: dra@burlingtonnc.gov



Green
11100 Institute Road
Burlington, NC 27215
Phone: 336.226.1234
Fax: 336.226.1235
Email: green@burlingtonnc.gov

BURLINGTON HIGH
SCHOOL &
TECHNICAL CENTER

21755
11100 INSTITUTE ROAD
BURLINGTON, NC 27215

21755
11100 INSTITUTE ROAD
BURLINGTON, NC 27215

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11100 INSTITUTE ROAD
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11100 INSTITUTE ROAD
BURLINGTON, NC 27215

PARTIAL
GRAVING AND
DRAINAGE

INSTITUTE ROAD

C2.4A

11100 INSTITUTE ROAD
BURLINGTON, NC 27215
Phone: 336.226.1234
Fax: 336.226.1235
Email: cia@burlingtonnc.gov

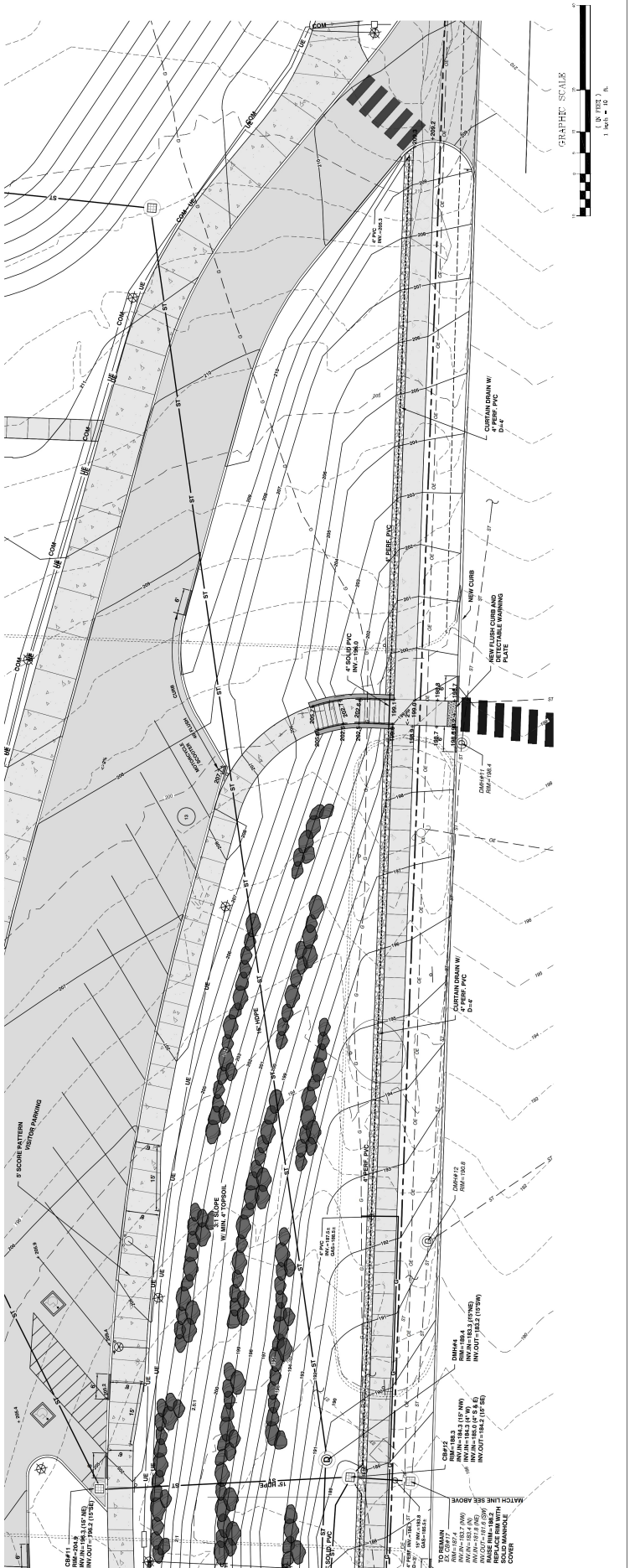
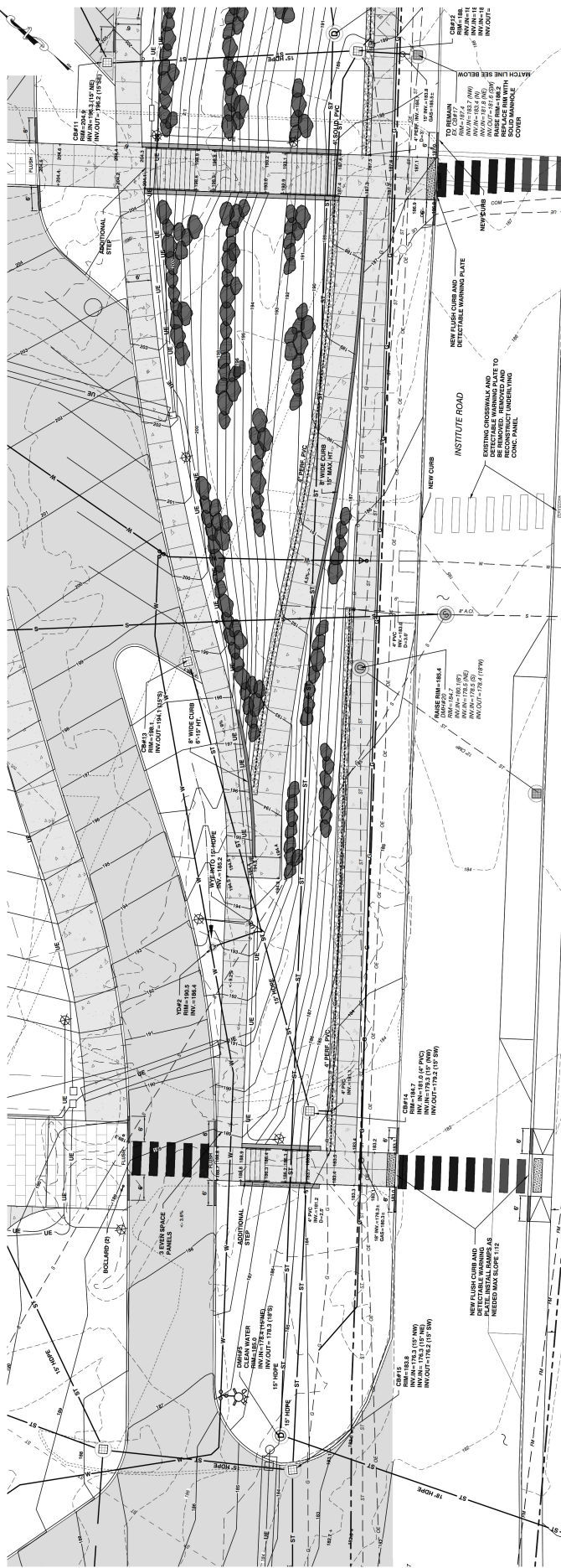


Exhibit B
Certificate of City Engineer

The undersigned hereby certifies that the City Conditions, as described in the resolution to which this Certificate is attached, have been satisfied, and that the Irrevocable Offer of the Sidewalks is hereby finally accepted.

By: _____
(City Engineer)

State of Vermont, County of Chittenden. This record was acknowledged before me on _____ (date) by _____, City Engineer.

Signature of Notary Public:

Stamp or certificate number: _____

Title of office: _____

My commission expires: _____

JESSICA BROWN, ESQ.
City Attorney
KIMBERLEE J. STURTEVANT, ESQ.
ACA, Director of Litigation
HAYLEY I. MCCLENAHAN, ESQ.
Assistant City Attorney
ERIK RAMAKRISHNAN, ESQ.
Assistant City Attorney
EMMETT WOOD, ESQ.
Assistant City Attorney



149 Church Street
Burlington, VT 05401-8489
Phone: (802) 865-7121
Fax: (802) 865-7123
TTY: (802) 865-7142

CITY OF BURLINGTON, VERMONT
OFFICE OF
THE CITY ATTORNEY
AND
CORPORATION COUNSEL

MEMORANDUM

To: City Council
From: Erik Ramakrishnan, Assistant City Attorney
Date: March 10, 2024
Re: Acceptance of Sidewalk Dedication from School Department

Construction of the new high school is underway. The site plan for the high school includes sidewalks along Institute Road and North Avenue. The sidewalks will be constructed to City standards, and DPW anticipates assuming maintenance obligations over the sidewalks. However, a portion of the sidewalks will be constructed outside the City's right of way, requiring the sidewalks to be dedicated to City to be accessible as public right of way.

To document the dedication and acceptance of the sidewalks, the School District's attorney and the City Attorney's Office worked out a process whereby the School District would offer the sidewalks for dedication by resolution of the School Board, and the City would accept the dedication by resolution of the City Council. The City Council's acceptance would be conditioned on the City Engineer's determination, once the sidewalks are completed, that they meet City standards and are covered under a one-year warranty for the City's benefit. Upon executing a certificate of acceptance, the City Engineer would record the resolutions in the land records.

The School Board adopted the dedication resolution on February 4, 2025. The Transportation, Energy, and Utilities Committee recommended approval of the acceptance resolution on February 24, 2025.

Motion:

City Council: To waive the reading and adopt the proposed resolution conditionally accepting the School District's dedication of sidewalks to be located at the high school property along North Avenue and Institute Road.

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. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Resolution Relating to

ACCEPTANCE OF OFFER OF DEDICATION AND
MAINTENANCE OBLIGATIONS FOR SIDEWALKS
LOCATED AT HIGH SCHOOL PROPERTY, 52 INSTITUTE
ROAD

RESOLUTION 5.18

Sponsor(s): TEUC

Introduced: 3/10/2025

Referred to: _____

Action: Adopted

Date: 3/10/2025

Signed by Mayor: 03/14/25

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 Board of School Commissioners has forwarded to the City Council the resolution
2 attached hereto as **Exhibit A** (the “School Resolution”), making an irrevocable offer of dedication (the
3 “Irrevocable Offer”) of certain sidewalks more particularly described in the School Resolution (the
4 “Sidewalks”); and

5 WHEREAS, the City Council desires for the City to accept the Irrevocable Offer upon completion of
6 the Sidewalks and subject to the City Engineer’s determination that the Sidewalks are constructed to City
7 standards and are covered by a reasonably acceptable one (1) year construction warranty (the “City
8 Conditions”);

9 NOW, THEREFORE, BE IT RESOLVED that upon the completion of the Sidewalks, the City
10 Engineer is directed to determine whether the City Conditions have been met and, if so, to execute the
11 certificate attached hereto as **Exhibit B**; and

12 BE IT FURTHER RESOLVED that upon executing said certificate, the City Engineer is directed to
13 record this resolution, signed by the Mayor and inclusive of both exhibits, in the Land Records, whereupon the
14 public shall be deemed to enjoy the right of way and easement described in the School Resolution; and

15 BE IT FURTHER RESOLVED that thereafter the City shall assume the ongoing obligation to
16 maintain the Sidewalks; provided that, the City assumes no special obligation to maintain the Sidewalks to a
17 higher standard than the City’s other sidewalks; and provided further that the School District shall have no
18 special right to enforce any maintenance obligation, the effect of the City’s assumption of said obligation
19 being intended merely to relieve the School District of same.

20
21
22
23 ER/Resolutions 2025/City acceptance of H.S. ROW
24 Date

* * * * *

DISTRIBUTION:

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

* * * * *

ORIGINAL

RESOLUTION RELATING TO

ACCEPTANCE OF OFFER OF DEDICATION AND
MAINTENANCE OBLIGATIONS FOR SIDEWALKS
LOCATED AT HIGH SCHOOL PROPERTY,

52 INSTITUTE ROAD

Adopted by the City Council

MARCH 10 20²⁵

Bobby R. King Clerk

Approved..... *March 24* 20²⁵

Clifford Mayor

Attest:

Vol. Page

Resolution Relating to

RATIFICATION OF APPOINTMENT OF ACTING
INSPECTORS OF ELECTION FOR WARDS THREE AND
FOUR RE: MARCH 4th, 2025 ANNUAL CITY ELECTION

RESOLUTION_____

Sponsor(s): Councilor Traverse
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 Annual City Election was held on March 4th, 2025; and
WHEREAS, the City Council must appoint Acting Inspectors of Election when there are vacancies in
these offices, pursuant to City Charter §13; and
WHEREAS, two Inspectors of Election were sick and unable to work on Election Day; and
WHEREAS, the following two individuals served in their place as Inspectors of Election, under the
direction of the Ward Clerks, providing competent and essential assistance to in the running of the March 4,
2025 Annual City Election;
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Burlington City Council hereby ratifies
the following appointments for the Annual City Election that occurred on March 4, 2025:

ACTING INSPECTORS OF ELECTION:
Ward Three: Ezra Willson (P), 17 1/2 Converse Court
Ward Four: Kevin Scully (I), 201 Staniford Road

SM/Resolutions 2025/Ratification of Appointment of Acting Inspectors of Election for Wards Three and Four re: March 4th, 2025 Annual City
Election
3/10/25

Resolution Relating to

RATIFICATION OF APPOINTMENT OF ACTING
INSPECTORS OF ELECTION FOR WARDS THREE AND
FOUR RE: MARCH 4th, 2025 ANNUAL CITY ELECTION

RESOLUTION 5.19
Sponsor(s): Councilor Traverse
Introduced: 3/10/2025
Referred to: _____
Action: Adopted
Date: 3/10/2025
Signed by Mayor: 03/14/25

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 Annual City Election was held on March 4th, 2025; and
WHEREAS, the City Council must appoint Acting Inspectors of Election when there are vacancies in
these offices, pursuant to City Charter §13; and
WHEREAS, two Inspectors of Election were sick and unable to work on Election Day; and
WHEREAS, the following two individuals served in their place as Inspectors of Election, under the
direction of the Ward Clerks, providing competent and essential assistance to in the running of the March 4,
2025 Annual City Election;
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Burlington City Council hereby ratifies
the following appointments for the Annual City Election that occurred on March 4, 2025:

ACTING INSPECTORS OF ELECTION:
Ward Three: Ezra Willson (P), 17 1/2 Converse Court
Ward Four: Kevin Scully (I), 201 Staniford Road

SM/Resolutions 2025/Ratification of Appointment of Acting Inspectors of Election for Wards Three and Four re: March 4th, 2025 Annual City
Election
3/10/25

* * * * *

DISTRIBUTION:

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

ORIGINAL

RESOLUTION RELATING TO

RATIFICATION OF APPOINTMENT OF ACTING
INSPECTORS OF ELECTION FOR WARDS THREE
AND FOUR RE: MARCH 4th, 2025 ANNUAL CITY ELECTION

Adopted by the City Council

MARCH 10, 2025

Bobby Ky... Clerk

Approved... *March 14*..., 20 *25*.....

Gregory... Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

RELEASE OF CERTAIN GLEBE AND PERPETUAL
LEASE-LAND INTERESTS AND REVISION OF THE CITY
OF BURLINGTON PERPETUAL LEASE LAND
INTERESTS LIST

RESOLUTION_____

Sponsor(s): Councilor Traverse
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, on December 7, 2020, the City Council adopted a City of Burlington Retained Perpetual
Lease Interests List (hereafter Retained Interests List) pursuant to Act 152 (codified in 24 V.S.A. 2409); and
WHEREAS, the City Council requested that if City staff identified properties on the Retained Interests
List as appropriate for release in the future—for example, because outstanding issues are resolved,—those
properties should be brought forward to the Council and the Retained Interests List should be updated; and
WHEREAS, City staff have identified a number of properties that are appropriate for release since the
last release in December, 2024;
NOW, THEREFORE, BE IT RESOLVED that the City Council hereby releases the glebe/perpetual
leased land interests it may have in the following City of Burlington properties pursuant to 24 V.S.A. §2401
and requests that the City of Burlington Retained Perpetual Lease Interests List be revised accordingly:

- 80 Cottage Grove (Tax ID 028-1-007-000)
- 3127 North Avenue (Tax ID 021-2-067-000)
- 101-103 North Street (Tax ID 044-1-252-000)

R: Glebe or Lease Lands/City Council Action-Resolutions/Resolution re Release of Certain Glebe Lands 3/10/25
3/6/25

CITY OF BURLINGTON RETAINED F PERPETUAL LEASE LAND INTERESTS

LIST Last Revised 3/5/25

PropertyRSN	PIN	TaxID	Property Type	Assessor Use	Address	Address Numeric	Street	Street Type	Owner List
	313278722004	044-4-033-000	Land and Building	C	130	130	Bank	ST	BTC Mall Associates, LLC
536	301961736648	024-1-002-000	Land and Building	R1	36	36	Barley	RD	Matthew J. Bombard Emily K Bombard
768	302140736242	024-2-009-000	Land and Building	R1	77	77	Barley	RD	Ugljesa Vujanovic Draganja Vujanovic
7156	312422721841	049-1-143-001	Land and Building	C	60	60	Battery	ST	Diamond Rock Burlington Owner LLC
809	303377735322	024-2-052-000	Land and Building	R1	41	41	Birch	CT	Huy Vo
806	303452735586	024-2-049-000	Land and Building	R1	64	64	Birch	CT	Phet Sayamouangkhuha Bouavanh Sayamouangkhuha
1067	303515735610	024-4-001-000	Land and Building	R1	70	70	Birch	CT	Janice L Lovejoy
12228	303595735701	024-4-003-000	Land	RL	82	82	Birch	CT	Champlain Housing Trust Inc.
1073	303811735694	024-4-009-000	Land and Building	R1	99	99	Birch	CT	Joseph R. Guay Wendy M. Guay
1186	303921735755	024-4-133-000	Land and Building	R1	111	111	Birch	CT	Michael F. McGarghan Kelly J McGarghan
1174	304108736082	024-4-120-000	Land and Building	R1	128	128	Birch	CT	Robert J Larue Marjorie W Larue
1175	304175736141	024-4-121-000	Land and Building	R1	132	132	Birch	CT	Ganja S. Pradhan Leela K. Pradhan
1178	304397736312	024-4-124-000	Land and Building	R1	144	144	Birch	CT	Nadia A. Mitchell Alexander V Mitchell
8554	314400717640	053-3-195-000	Land and Building	R1	20	20	Caroline	ST	Carolyn Lamoreaux Bates Revocable Trust
8500	314463717393	053-3-140-000	Land and Building	R2	65	65	Catherine	ST	Ruby L. Thibault Jed H Thibault Aurelien G. Thibault
8498	314560717370	053-3-138-000	Land and Building	R1	75-77	75	Catherine	ST	Bruce W. Bierbaum Karl Lynn Bierbaum
8497	314614717427	053-3-137-000	Land and Building	R3	83	83	Catherine	ST	Hugo Martinez-Cazon Keith S Levenson
818	303247735059	024-2-063-000	Land and Building	R1	14	14	Cayuga	CT	Cynthia B. Button Jon B. Button
826	303382734959	024-2-071-000	Land and Building	R1	17	17	Cayuga	CT	Scott S. Smith Stacey R. Smith
821	303375735162	024-2-066-000	Land and Building	R1	30	30	Cayuga	CT	Mary Logan Lockwood
823	303452735227	024-2-068-000	Land and Building	R1	40	40	Cayuga	CT	Mark P. Moye and Joyce Ann Howard Trust
1083	303587735324	024-4-019-000	Land and Building	R1	56	56	Cayuga	CT	Theresa M. Lacroix
1109	303757735252	024-4-050-000	Land and Building	R1	65	65	Cayuga	CT	Kevin Healy Arlene Healy
1107	303858735329	024-4-048-000	Land and Building	R1	75	75	Cayuga	CT	Burns Wilson Dartt III Francoise Magdalena Dartt
1105	303936735400	024-4-046-000	Land and Building	R1	81	81	Cayuga	CT	Jeffrey S Clements Lynne C. Clements
1103	304024735477	024-4-044-000	Land and Building	R1	101	101	Cayuga	CT	James F. Burt Vera Burt
1092	304083735699	024-4-028-000	Land and Building	R1	120	120	Cayuga	CT	Charles Eric Nichols Anne Williams
1098	304336735722	024-4-038-000	Land and Building	R1	129	129	Cayuga	CT	Jeffrey Desautels Tina Desautels
5329	313344722058	044-4-033-000	Land and Building	CL	75	75	Cherry	ST	BTC Mall Associates, LLC
762	302209736468	024-2-003-000	Land and Building	R1	9	9	Clover	LN	Thanh Dang Son Tran
543	302189736725	024-1-009-000	Land and Building	R1	37	37	Clover	LN	Christine M. Thompson
542	302183736792	024-1-008-000	Land and Building	R1	45	45	Clover	LN	Timothy D. Thayer Debra Anne Thayer
4424	311724721578	043-4-001-000	Land	E	2-Jan	2	College	ST	City of Burlington - Parks Dept.
2361	302490731951	028-2-220-000	Composite	EL	8	8	College	ST	City Of Burlington - Department of Public Works
6994	311877721538	049-1-085-000	Land	EL	10	10	College	ST	City of Burlington
838	302344735027	024-2-088-000	Land and Building	R1	50	50	Cottage	GRV	Griffin Wert Joanna Wert
1934	301926734747	028-1-004-000	Land and Building	R2	98	98	Cottage	GRV	Elmira Aliyev
1675	301706734578	027-3-058-000	Land and Building	R1	128	128	Cottage	GRV	Susan Flanders Hoxie
1674	301656734537	027-3-057-000	Land and Building	R1	134	134	Cottage	GRV	Raymond F Benoit Jr
1668	301388734295	027-3-051-000	Land and Building	R1	170	170	Cottage	GRV	James Douglas Daigle
2050	303032734650	028-1-126-000	Land and Building	R1	22	22	Cross	PKWY	Roberta P. Proulx Kelli P. LaPlant Jennifer P. Tremblay Joanne P. Ihlefeld
2048	302922734562	028-1-124-000	Land and Building	R1	38	38	Cross	PKWY	Patrica A. Heavner Christine A. Heavner Vicki L Cody
2039	302426734175	028-1-115-000	Land and Building	R1	102	102	Cross	PKWY	S. Brown Richardson Jane D. Richardson
2038	302400734124	028-1-114-000	Land and Building	R1	108	108	Cross	PKWY	Elizabeth H. Burns Alan Gladstone
2037	302315734089	028-1-113-000	Land and Building	R1	116	116	Cross	PKWY	Jasmin Pobric Gordana Pobric
2035	302197734005	028-1-111-000	Land and Building	R1	130	130	Cross	PKWY	Paul Held Susan Held
1457	300018734177	027-1-010-000	Land and Building	R1	34	34	Curtis	AVE	Tara Sullivan Brian J. Sullivan
1468	299891734057	027-1-021-000	Land and Building	R1	35	35	Curtis	AVE	George W. Buker Laurie A Buker
1467	299928734018	027-1-020-000	Land and Building	R1	43	43	Curtis	AVE	Paul E Sumner Jr Laura L. Sumner
1799	300335733791	027-3-164-000	Land and Building	R1	86	86	Curtis	AVE	Fred C Forehand Cynthia J Forehand
1800	300214733553	027-3-172-000	Land and Building	R1	121	121	Curtis	AVE	Debra Holonitch
1485	300308733403	027-3-170-000	Land and Building	R1	124	124	Curtis	AVE	Hans H. Heikel Kathryn W. Heikel
1486	300245733355	027-3-171-000	Land and Building	R1	130	130	Curtis	AVE	Travis M. Clairmont Gregory P. Clairmont
1487	300144733512	027-1-038-000	Land and Building	R1	135	135	Curtis	AVE	Jacqueline A. Dame Firley David S. Firley, Jr.
1480	300013733408	027-1-040-000	Land and Building	R1	156	156	Curtis	AVE	Joshua Perrin
1479	299950733765	027-1-034-000	Land and Building	R1	187	187	Curtis	AVE	Kendrick J. Forguites
1497	299865733875	027-1-032-000	Land and Building	R2	201	201	Curtis	AVE	BPAWG, LLC
1498	299708733787	027-1-047-000	Land and Building	R1	206	206	Curtis	AVE	John P Gipson Carolyn R Gipson
147	299532734008	027-1-051-000	Land and Building	R2	232-234	232	Curtis	AVE	Francois Nsibienakou Nyame Nti A. Nsibienakou-Fawoho
12335	299647739370	021-2-046-000	Land and Building	R1	4	4	Derway	DR	Elizabeth V. O'Kane Kelly J Boudreau
1095	299541739169	021-2-080-000	Land and Building	R2	21-23	21	Derway	DR	Casey J. D. Lyon Maho Takahashi
34	299096739540	021-2-061-000	Condo Land	RA	95	95	Derway	DR	Larkin Realty

35	304264735867	024-4-034-000	Land and Building	R1	14	14	Dorset	LN	Mary E. Barr
13	298394739590	020-4-002-000	Land and Building	R1	93	93	Elbow	ST	2751 North Miami Avenue LLC
372	298411739635	020-4-003-000	Land and Building	R1	95	95	Elbow	ST	2751 North Miami Avenue LLC
376	298305739917	020-3-004-000	Land	RL	107	107	Elbow	ST	Anthony Pellegrino Eva M. Pellegrino
4975	300926737766	023-3-068-000	Land and Building	R1	32	32	Forest	ST	Elizabeth S. Wood
1968	301176737941	023-3-072-000	Land and Building	R1	66	66	Forest	ST	Raul Perez Kathleen Perez
1999	313148722869	044-2-117-000	Land and Building	R1	23	23	George	ST	Rachel Green
1989	302740734591	028-1-041-000	Land and Building	R1	45	45	Green Acres	DR	Rebecca Marie Roy Mark Edward Montalban
1980	302613734726	028-1-073-000	Land and Building	R1	46	46	Green Acres	DR	Lauren Weiner
1982	302067734294	028-1-063-000	Land and Building	R1	116	116	Green Acres	DR	Francis Bourgeois
1659	302075734077	028-1-053-000	Land and Building	R1	129	129	Green Acres	DR	Allison Curran
1707	301791734404	027-3-042-000	Land and Building	R1	176	176	Green Acres	DR	Antonia W Simpson Robert V Simpson
1711	301467735094	027-3-104-005	Land and Building	R1	5	5	Grey Meadow	DR	Jeffrey P Gendron Kathleen B Gendron
1706	301314735234	027-3-104-002	Land and Building	R1	6	6	Grey Meadow	DR	Tyce C. Foltz Kara S. Foltz
1713	301405735041	027-3-104-006	Land and Building	R1	7	7	Grey Meadow	DR	Nelson R Vargas Susan E Beil
1739	301294734953	027-3-104-008	Land and Building	R1	15	15	Grey Meadow	DR	Scott T Fusare Dagmar Zentrichova
1737	301235734904	027-3-104-009	Land and Building	R1	21	21	Grey Meadow	DR	James J. Chagnon Lita M Chagnon
1735	301064735046	027-3-104-034	Land and Building	R1	24	24	Grey Meadow	DR	Arthur J. Dusablon Barbara Dusablon
1720	300940734955	027-3-104-032	Land and Building	R1	32	32	Grey Meadow	DR	Nathan S. Strules
1731	300815734862	027-3-104-030	Land and Building	R1	38	38	Grey Meadow	DR	Bernard V. Bora Denise C Bora
1724	300572734602	027-3-104-026	Land and Building	R1	56	56	Grey Meadow	DR	Sanford W. Phillips Stephanie L. Phillips
1722	300742734398	027-3-104-023	Land and Building	R1	62	62	Grey Meadow	DR	Victor Menard Tami Menard
67	301064734018	027-3-104-017	Land and Building	R1	74	74	Grey Meadow	DR	Catherine C. Wheeler Trust
73	299876738164	023-1-014-000	Land and Building	R1	21	21	Hardy	AVE	Lawrence A. Tulkop Lisa M. Tulkop
74	299829738223	021-2-001-000	Land and Building	R1	29	29	Hardy	AVE	Patra S Vail
75	299647738606	021-2-007-000	Land and Building	R1	71	71	Hardy	AVE	Richard E. Dion Faith B. Dion
77	299622738667	021-2-008-000	Land and Building	R1	77	77	Hardy	AVE	Philip Hinckley Rosalie A. Covey
79	299594738740	021-2-009-000	Land and Building	R1	85	85	Hardy	AVE	Katherine Schumpf Douglas J Schumpf
8426	299530738887	021-2-011-000	Land and Building	R1	101	101	Hardy	AVE	Robert K Young Janice Young
8425	299630739037	021-2-013-000	Land and Building	R1	112	112	Hardy	AVE	Lawrence L. Blanchard Judie A. Kreamer
8383	314404717736	053-3-067-000	Land and Building	R3	117-119	117	Howard	ST	117-119 Howard Street LLC
3617	314463717730	053-3-066-000	Land and Building	R1	121	121	Howard	ST	Jeffrey G. Schneider Michelle C. Keegan
9016	307471727364	037-3-005-000	Land and Building	E	60	60	Institute	RD	City of Burlington - Parks Dept.
4948	308628728125	034-2-001-000	Land and Building	EL	75	75	Institute	RD	City of Burlington School Dept.
12168	315714716402	054-2-087-000	Land and Building	R1	9	9	Iranistan	RD	Karl W. Doerner Judith M. Doerner
4859	312926723089	044-2-090-000	Land and Building	RA	7-Jan	1	Johnson	ST	Beverly O'Free Rooney Richard A. Rooney
7196	312027721599	049-1-086-000	Land and Building	C	60	60	Lake	ST	Lake And College LLC
9011	311913721837	044-2-003-000	Land and Building	C	86	86	Lake	ST	Lake Street Associates Inc
9013	312327719230	049-2-039-000	Land and Building	E	101	101	Lavalley	LN	State of Vermont Building & General Services Dept. Vermont State Agency of Transportation Rail Unit
9014	315258716371	054-2-082-000	Land and Building	R1	16	16	Ledge	RD	L. Josette Noll
8579	315639716371	054-2-085-000	Land and Building	R1	56-58	56	Ledge	RD	Catherine A. C. MacLachlan Trust
8575	314728717088	053-3-221-000	Land and Building	R1	38	38	Ledgemere	ST	Ila A. Abramson Joseph A. Bluestein
8576	314724717147	053-3-220-000	Land and Building	R1	44	44	Ledgemere	ST	Margaret E Joyal
8577	314578717211	053-3-216-000	Land and Building	R1	49	49	Ledgemere	ST	Austin D. Sumner Jennifer C. Sumner
832	314576717268	053-3-217-000	Land and Building	R1	55	55	Ledgemere	ST	Kevin S Cundiff Charles D. Kopplin
842	314723717268	053-3-218-000	Land and Building	R1	56	56	Ledgemere	ST	Gretchen E. Hogan Brendan P. Hogan
833	302688735119	024-2-078-000	Land and Building	R1	17	17	Loaldo	DR	Eric Gulfield
841	302581735213	024-2-096-000	Land and Building	R1	18	18	Loaldo	DR	Richard H. Yee, Jr. Mary B. Harkin
1963	302484735139	024-2-094-000	Land and Building	R1	32	32	Loaldo	DR	Gabriel Courage Holly Courage
1962	302377735178	024-2-092-000	Land and Building	R1	36	36	Loaldo	DR	Kenneth A Hebert Christine A. Hebert
1960	302527734886	028-1-036-000	Land and Building	R1	51	51	Loaldo	DR	Leo P. Campbell M. Eileen Campbell
1959	302521734809	028-1-035-000	Land and Building	R1	57	57	Loaldo	DR	Martha J Ledoux Robert E. Ledoux
1958	302425734726	028-1-033-000	Land and Building	R2	69	69	Loaldo	DR	Patricia Anne Hollinger
1943	302376734687	028-1-032-000	Land and Building	R1	75	75	Loaldo	DR	Harvey Family Revocable Trust
1954	302333734649	028-1-031-000	Land and Building	R1	81	81	Loaldo	DR	William A. Carlson
1953	302203734748	028-1-014-000	Land and Building	R1	84	84	Loaldo	DR	Alan LeBlanc
1950	302142734498	028-1-027-000	Land and Building	R1	105	105	Loaldo	DR	Sherri L McCoy
7198	302097734461	028-1-026-000	Land and Building	R1	111	111	Loaldo	DR	Kathryn A. Newton
8583	312070720020	049-2-041-000	Land and Building	E	1	1	Maple	ST	City of Burlington - Parks Dept.
693	313297720085	049-2-001-000	Land and Building	RA	113	113	Maple	ST	Maple Street Properties, LLC
967	314811716959	053-3-224-000	Land and Building	R1	16	16	Marian	ST	Jane Merola McKenzie
964	303439736520	024-1-116-000	Land and Building	R1	4	4	Meridian	ST	Darby Shaw Joseph Shaw
4920	303607736669	024-3-026-000	Land and Building	R1	28	28	Meridian	ST	Mustafa Jusupovic Amira Jusupovic
4928	303790736812	024-3-023-000	Land and Building	R1	50	50	Meridian	ST	O'Dell Walker
3619	312865723126	044-2-062-000	Land and Building	RA	58-64	58	Monroe	ST	Marijos Properties

2004	312876722913	044-2-070-000	Land and Building	R4	61-63	61	Monroe	ST	Carl F. Albarelli
827	308917726980	038-1-002-000	Cemetery	E	455	455	North	AVE	Burlington City Cemetery Dept. Lake View Cemetery
814	303250734902	028-1-078-000	Land and Building	R1	1464	1464	North	AVE	Migmar Dolma
830	303068734920	024-2-072-000	Land and Building	R2	1477	1477	North	AVE	John Whitehouse Revocable Trust
899	303097735140	024-2-058-000	Land and Building	R1	1490	1490	North	AVE	Sharon L. Fosbrook
831	302757734982	024-2-075-000	Land and Building	RA	1501	1501	North	AVE	Salamini Handy Mountaha Handy
848	302760735193	024-2-077-000	Land and Building	R1	1519	1519	North	AVE	Elizabeth Jane Fitzpatrick
792	302609735366	024-2-100-000	Land and Building	C	1541	1541	North	AVE	Thunderbolt Garage LLC
791	302538735400	024-2-102-000	Land	RL	1547	1547	North	AVE	Jolley Associates
789	303094735926	024-2-033-000	Rental Land	E	1554	1554	North	AVE	BHA Franklin Square
870	302612735734	024-2-030-000	Rental Land	E	1562	1562	North	AVE	Burlington Housing Authority
786	302372735591	024-2-127-000	Land and Building	C	1563	1563	North	AVE	Sisters & Brothers Investment Group, LLP
885	302280735657	024-2-128-000	Land and Building	R2	1571	1571	North	AVE	Lisa McLamb
783	302362735872	024-2-027-000	Land and Building	R1	1586	1586	North	AVE	Pauline R. Grogan Wanda L. Grogan Kevin L. Grogan
12273	302163735806	024-2-143-000	Land and Building	R1	1595	1595	North	AVE	John R Fisher Kathleen C. Fisher
779	302235735997	024-2-024-000	Land and Building	R1	1604	1604	North	AVE	Ginger J. Santor
778	302193736040	024-2-023-000	Land	RL	1610	1610	North	AVE	Champlain Housing Trust Inc.
511	302070736171	024-2-020-000	Land and Building	R1	1628	1628	North	AVE	Mary Lariviere
775	302029736215	024-2-019-000	Land and Building	R1	1634	1634	North	AVE	Simone M. Felty
529	301474736078	023-4-038-000	Land and Building	E	1645	1645	North	AVE	City of Burlington School Dept.
528	301904736343	024-2-016-000	Land and Building	R1	1652	1652	North	AVE	Hien Nguyen Phuong Chung
369	301761736459	023-4-056-000	Land and Building	R1	1670	1670	North	AVE	Francis J Fagga Jr Anne G Fagga
354	301722736500	023-4-055-000	Land and Building	R1	1676	1676	North	AVE	Terrence G. Moore Carol J. Moore
368	300740737598	023-3-065-000	Land and Building	R1	1922	1922	North	AVE	Elizabeth S. Lewis
353	300361737619	023-3-049-000	Land and Building	RA	1925	1925	North	AVE	New Northgate Housing, LLC
366	300696737649	023-3-064-000	Land and Building	R1	1928	1928	North	AVE	Kenneth Gokey
362	300549737529	023-3-048-000	Land and Building	R1	1929	1929	North	AVE	Leah A. Oklan Ezra Oklan
360	300604737753	023-3-062-000	Land and Building	R1	1942	1942	North	AVE	Denny Lee Johnson Christine H. Johnson
359	300537737842	023-3-057-000	Land and Building	R1	1954	1954	North	AVE	Brent Huff Nicole Huff
123	300432738027	023-3-054-000	Land and Building	R1	1976	1976	North	AVE	Jeannine Kneeland
99	300168738517	021-2-058-000	Land and Building	R1	2040	2040	North	AVE	Amylynn Streeter David H. Streeter
121	300154738592	021-2-057-000	Land and Building	R1	2044	2044	North	AVE	Rama Lakshmi Courcy Charles P. Courcy
101	299972738571	021-2-033-000	Land and Building	R1	2047	2047	North	AVE	Thomas M Leclair Jody A Leclair
118	300132738657	021-2-056-000	Land and Building	R1	2048	2048	North	AVE	Robert Lapointe
103	299905738701	021-2-035-000	Land and Building	R1	2061	2061	North	AVE	Gary D. Dion Linda D. Dion
114	300064738860	021-2-053-000	Land and Building	R1	2070	2070	North	AVE	Alfred Cyr III Cherie K Cyr
64	299852738831	021-2-037-000	Land and Building	R1	2075	2075	North	AVE	Tory-Ann Torres Luis Torres
11	298595739779	021-2-065-000	Land and Building	R1	3130	3130	North	AVE	P Maria Spadanuda
41	298501739747	021-2-066-000	Land	RL	3135	3135	North	AVE	2751 North Miami Avenue LLC
25	298438739892	020-3-001-000	Land and Building	R1	3139	3139	North	AVE	Sandra A Labombard Todd M Labombard
22	298528739922	021-1-002-000	Land and Building	ML	3140	3140	North	AVE	Todd M Labombard Tina M. Tofani Irena H Labombard
4702	298469740063	020-3-019-000	Land and Building	R1	3152	3152	North	AVE	Tor D. Bortz Lorena K. Bortz
4701	298378740302	020-3-015-000	Land and Building	R1	3174	3174	North	AVE	Treehouse Garage LLC
4700	312299724080	044-1-255-000	Land and Building	R2	87	87	North	ST	PHE, INC
4699	312335724076	044-1-254-000	Land and Building	E	89	89	North	ST	Burlington Emergency Shelter Inc
32	312380724053	044-1-253-000	Land and Building	CR	93-97	93	North	ST	Melissa B. Lafayette
4776	298293740997	020-3-029-000	Land	EL	0	0	North Avenue	EXT	City of Burlington - Parks Dept.
4782	312713722677	044-2-019-000	Rental Land and Building	E	20-Oct	10	North Champlain	ST	Burlington Housing Authority
59	312439723683	044-1-310-000	Land and Building	CR	99	99	North Champlain	ST	Erkson Real Estate LLC
60	312478723958	044-1-316-000	Land and Building	R1	125	125	North Champlain	ST	Martha J. Caswell Seth Wolcott-MacCausland
61	298854740073	021-1-027-000	Land and Building	R1	40	40	North Cove	RD	Robert Bristow-Johnson Phyllis Bristow-Johnson
12123	298848740167	021-1-030-000	Land and Building	R2	50	50	North Cove	RD	Chad E Dewyea
53	298852740449	021-1-031-000	Land	RL	52	52	North Cove	RD	Timothy A. Muir Frances D. Muir
50	298633740466	021-1-019-000	Land and Building	ML	94	94	North Cove	RD	Edward R. Peters Jr. Theresa Leona Peters Kathy Peters Cindy Hamel Sandra Nunn John Peters Rebecca Peters
461	298509740501	000-0-000-000	Land	X	99	99	North Cove	RD	Guy L. Southwell
2085	300949737976	023-3-160-001	Land and Building	R1	67	67	North View	DR	David C Francis Donna Powell
1656	301769733600	027-3-001-000	Land and Building	R1	49	49	Oakland	TER	Dagnija Neimane
4900	301950733803	028-1-165-000	Land and Building	R1	50	50	Oakland	TER	George H Cootey Gail M Cootey
4753	301788733928	027-3-039-000	Land and Building	R1	74	74	Oakland	TER	Joanne Kalisz
4747	312264723375	044-2-043-000	Land and Building	R1	66	66	Park	ST	Malcolm M. Sanders
4745	312288723481	044-1-307-000	Land and Building	R2	76	76	Park	ST	James Design Build (John J. Burns)
4744	312278723743	044-1-301-000	Land and Building	RA	102	102	Park	ST	102 Park Street LLC
12282	312268723841	044-1-299-000	Land and Building	R1	112	112	Park	ST	Stephen Smith Carmen Smith
12283	312265723882	044-1-298-000	Land and Building	R2	116	116	Park	ST	Adam H. Holmes
4878	312267723949	044-1-296-000	Land	RL	124	124	Park	ST	Champlain Housing Trust Inc.

4879	312262723992	044-1-295-000	Land	RL	128	128	Park	ST	Champlain Housing Trust Inc.
4881	312963722733	044-2-021-000	Land and Building	CR	68	68	Pearl	ST	68 Pearl Street LLC
4942	313046722741	044-2-022-000	Land	EL	70	70	Pearl	ST	City Of Burlington - Department of Public Works
12732	313106722710	044-2-023-000	Rental Land and Building	CR	80-90	80	Pearl	ST	Josephine Bernardini Bove Richard J. Bove Jr.
7166	312857723305	044-2-084-000	Land and Building	R2	21	21	Peru	ST	BPJS Management LLC
7168	313163721587	049-1-125-000	Condo Land and Building	CC	84	84	Pine	ST	84 Pine Street Association
7169	313229719975	049-2-007-000	Land and Building	R2	220	220	Pine	ST	Nicholas S. Papaseraaphim Deanna Papaseraaphim
7171	313222719880	049-2-009-000	Land and Building	R3	230	230	Pine	ST	Chris Khamnei
892	313233719823	049-2-010-000	Land and Building	R1	234	234	Pine	ST	Diana L. Doll
893	313253719593	049-2-013-000	Land and Building	C	266	266	Pine	ST	Pine Properties LLC
546	302324736305	024-2-150-000	Land and Building	R1	68	68	Plattsburg	AVE	Mariah Ogden
547	302314736369	024-2-151-000	Land and Building	R1	76	76	Plattsburg	AVE	Abi N. Chamlagi Mon M. Chamlagai
548	302301736570	024-1-012-000	Land and Building	R1	94	94	Plattsburg	AVE	Katherine B. Janson
1788	302293736626	024-1-013-000	Land and Building	R1	100	100	Plattsburg	AVE	Michael E. Cornell Mary E. Cornell
1744	302288736683	024-1-014-000	Land and Building	R1	104	104	Plattsburg	AVE	Kristina Wood Tyler Rouille
1787	300280734501	027-3-159-000	Land and Building	R1	21	21	Pleasant	AVE	Merima Elkaz
1784	300386734578	027-3-109-000	Land and Building	R1	22	22	Pleasant	AVE	Maureen K. Linsenmeir
1781	300336734438	027-3-158-000	Land and Building	R1	29	29	Pleasant	AVE	Margaret B Bombard Stephen Hadeka
1751	300502734240	027-3-154-000	Land and Building	R1	55	55	Pleasant	AVE	Boris Katsnelson Marina Katsnelson
1778	300762734134	027-3-117-000	Land and Building	R1	80	80	Pleasant	AVE	David P Devoid Jacqueline C. Devoid
1761	300699733692	027-3-124-000	Land and Building	R1	134	134	Pleasant	AVE	Cynthia A Warwick Jason F. Seiler
1766	300523733869	027-3-127-000	Land and Building	R1	156	156	Pleasant	AVE	Thomas O. Ross Mary M. Ross
1771	300389734256	027-3-140-000	Land and Building	R1	195	195	Pleasant	AVE	Meghan Fay-McCaffrey Liam P McCaffrey
288	300267734171	027-3-133-000	Land and Building	R1	198	198	Pleasant	AVE	Deborah L. Clemons
7227	300334734323	027-3-139-000	Land and Building	R1	203	203	Pleasant	AVE	Richard W. Hanzel Trust (Richard W. Hanzel)
7563	300444738520	021-4-001-000	Land and Building	R1	40	40	River View	DR	Karen J Anderson
7562	313396721479	049-3-017-000	Land and Building	C	95	95	Saint Paul	ST	Investors Corporation of Vermont
8403	313439719772	049-4-045-000	Land	RL	237-241	237	Saint Paul	ST	Stephen W. Conant Margaret C. Conant
8401	313497719645	049-4-044-000	Land and Building	C	249	249	Saint Paul	ST	Carrie Ann Rockwood Todd M. Rockwood
8400	314532717779	053-3-044-000	Land and Building	CR	463-465	463	Saint Paul	ST	Alan R. Longe Pamela B. Longe
8386	314572717680	053-3-042-000	Land and Building	RA	469	469	Saint Paul	ST	Gisele J. Fontaine Family Trust (Gisele J. Fontaine)
8397	314606717643	053-3-041-000	Land and Building	R3	475-477	475	Saint Paul	ST	Yee Properties LLC
8391	314805717706	053-3-027-000	Land and Building	R4	484-486	484	Saint Paul	ST	Four Eighty Four St Paul St, LLC
8395	314700717391	053-3-038-000	Land and Building	R3	507	507	Saint Paul	ST	Amanda H. Goossen Daniel Goossen
8755	314973717440	053-3-032-000	Land and Building	R1	516	516	Saint Paul	ST	Mathew Viens Johnnie McLaughlin
8392	314811717342	053-3-036-000	Land and Building	R1	517	517	Saint Paul	ST	Bryan A. Mihok
8754	314880717150	053-3-033-000	Land and Building	R1	539	539	Saint Paul	ST	David M. Buffington Meredith A. Coeyman
8841	315081717216	054-1-004-000	Land and Building	R3	540	540	Saint Paul	ST	LBC 515 & 540, LLC
8843	314915717029	054-1-001-000	Land and Building	RA	567	567	Saint Paul	ST	Sisters & Brothers Investment Group, LLP
8844	315211717046	054-1-077-000	Land and Building	R1	4	4	Shelburne	ST	Terrance A. McGrath Timothy L. McGrath
4892	315224716923	054-1-080-000	Land and Building	R1	14	14	Shelburne	ST	Kevin F. Quirino James J. Elias
675	315177716626	054-2-014-000	Land and Building	C	44	44	Shelburne	ST	Mary S. Burns Trust
10100	303097737144	024-1-098-000	Land and Building	R1	12	12	Sky	DR	Earl J. Babcock, Jr.
8768	303251737123	024-1-100-000	Land and Building	R1	24	24	Sky	DR	Sylvia J. Bernardina
8763	318700717168	058-3-001-000	Land and Building	C	568	568	South Prospect	ST	Burlington Country Club Corp.
8762	314984717720	054-1-015-000	Land and Building	R1	467	467	South Union	ST	Rachel L. Morton Trust
8835	315058717420	054-1-010-000	Land and Building	R1	493	493	South Union	ST	Peter Keating Kathleen Keating
8760	315072717368	054-1-009-000	Land and Building	R1	499	499	South Union	ST	George L. Shelley IV Rachel W. Shelley
8836	315281717323	054-1-071-000	Land and Building	R3	508-510	508	South Union	ST	Marc L. Jacobs
8837	315226717276	054-1-072-000	Land and Building	R2	512	512	South Union	ST	Mary B. Hennessy
8758	315094717225	054-1-006-000	Land and Building	R1	515	515	South Union	ST	515 South Union Street-540 Saint Paul Street, LLC
7935	315220717219	054-1-073-000	Land and Building	R2	516-518	516	South Union	ST	William T. McGrath Jr. McGrath Income Only Trust
8865	315108717174	054-1-005-000	Land and Building	RA	525-527	525	South Union	ST	Alain W. Brunet
8862	315665718448	054-1-102-000	Land and Building	R1	405	405	South Willard	ST	Northeastern Family Institute Of Vermont Inc.
8869	315581718256	054-1-100-000	Land and Building	R1	425	425	South Willard	ST	Mark A. Stoler Diane A. Gabriel
8871	315540718188	054-1-099-000	Land and Building	R1	429	429	South Willard	ST	William Mares Christine Hadsel
8850	315795718100	054-1-106-000	Land and Building	R1	436	436	South Willard	ST	Jane A. Smith 2011 Revocable Trust
8848	315726717952	054-1-108-000	Land and Building	R1	452	452	South Willard	ST	Guido Mase Anne Kathleen Dougherty
8946	315291717084	054-1-084-000	Land and Building	R2	543	543	South Willard	ST	Michael L. Richards
1507	315300716530	054-2-015-000	Land and Building	E	600	600	South Willard	ST	Greek Orthodox Church
1535	297948733336	027-1-061-035	Land and Building	S1	2	2	Starr Farm	BC	Daniel M. Boardman Trust
1534	298064733663	027-1-061-050	Land and Building	S1	5	5	Starr Farm	BC	Edward H. Starr Robin Robertson Starr
1503	298679733994	027-1-061-175	Land and Building	S1	9	9	Starr Farm	BC	Thomas W. Dowe Jr Leslie E. Twitchell Elizabeth A. Dowe Kelly Dowe Engelman
1518	298928734405	027-1-056-000	Land and Building	S1	13	13	Starr Farm	BC	W. Philip Wagner Revocable Trust Barbara E. Wagner Revocable Trust
1520	298245734244	027-1-061-065	Land and Building	S1	15	15	Starr Farm	BC	Katherine P. Pond Patrick S. Robins

1523	298537734316	027-1-061-090	Land and Building	S1	19	19	Starr Farm	BC	Gerald L. Curley Laura C Curley
1522	298786734414	027-1-061-100	Land and Building	S1	21	21	Starr Farm	BC	Paul R. Sisson
1526	298981734539	027-1-061-115	Land and Building	S1	23	23	Starr Farm	BC	Richard H. Wiemann
1536	298899734639	027-1-061-110	Land and Building	S1	24	24	Starr Farm	BC	Kenneth R. Lee Kathleen P. Lee
498	299041734748	027-1-061-130	Land and Building	S1	27	27	Starr Farm	BC	Carmela Monaco
501	299373735397	027-1-061-180	Land and Building	S1	34	34	Starr Farm	BC	Denis O'Brien Isela M O'Brien
502	301479735575	023-4-026-000	Land	CL	43	43	Starr Farm	RD	John J. Flynn Estate
506	300858735154	023-4-029-000	Land and Building	R1	151	151	Starr Farm	RD	Marina C. Collins
507	300777735004	023-4-032-000	Land and Building	R1	167	167	Starr Farm	RD	Allen L. Barr Jr. Mary E. Barr
508	300679735022	023-4-033-000	Land and Building	R1	173	173	Starr Farm	RD	Daniel Elliott Joanna Elliott
1705	300625734986	023-4-034-000	Land and Building	R1	179	179	Starr Farm	RD	Neal Bernard Hayes Jr Nikki Lee Hayes
1741	300562734939	023-4-035-000	Land and Building	R1	187	187	Starr Farm	RD	Caroline M. Rudd
595	300477734780	027-3-103-000	Land and Building	R1	201	201	Starr Farm	RD	Ted Jacobites
592	300430734716	027-3-105-000	Land and Building	R1	207	207	Starr Farm	RD	Maurice A. Paquette Karen M Paquette
589	302949736960	024-1-063-000	Land and Building	R1	87	87	Sunset	DR	Norma C. Brunelle
689	303070736795	024-1-061-000	Land and Building	R1	109	109	Sunset	DR	Thaddeus Zabiegalski Frances Zabiegalski
898	303109736727	024-1-060-000	Land and Building	R1	117	117	Sunset	DR	Andrew E. Potter Meagan G. Potter
850	303315736735	024-1-112-000	Land and Building	R1	126	126	Sunset	DR	Mary A. Perry Joan G. Perry Judith B. Bailey
851	303299736401	024-2-157-000	Land and Building	R1	151	151	Sunset	DR	Yolanda Flores
853	302428735423	024-2-104-000	Land and Building	R1	13	13	Tracy	DR	Neil Guilmette Michelle Guilmette
1681	302371735380	024-2-105-000	Land and Building	R1	19	19	Tracy	DR	Michelle Valiquette John J. Valiquette Jr.
1683	301514734657	027-3-069-000	Land and Building	R1	131	131	Tracy	DR	Hue Thi Nguyen Tuan Nguyen
1684	301438734640	027-3-071-000	Land and Building	R1	139	139	Tracy	DR	Liam N. Page
1688	301386734597	027-3-073-000	Land and Building	R1	145	145	Tracy	DR	Debra A. LeBlanc
553	301107734379	027-3-083-000	Land and Building	R1	181	181	Tracy	DR	Margaret Poulin Kirk Poulin Robin A. Smith Laura J. Blaise Rebecca L. Richardson
12655	302040736842	024-1-020-000	Land and Building	R1	37	37	Turf	RD	Jay P. Bessette Diem T. Ha
661	302210736963	024-1-019-000	Land and Building	R2	57	57	Turf	RD	BPAWG, LLC
662	303063737772	024-1-078-000	Condo Land	RC	1	1	Valade	ST	Valade Park Condo Association
663	303195737405	024-1-084-000	Land and Building	R1	42	42	Venus	AVE	Harvey C. Allard Jr. Margaret M Allard
665	303276737383	024-1-085-000	Land and Building	R1	46	46	Venus	AVE	Ziyu Fang
953	303360737360	024-1-086-000	Land and Building	R1	54	54	Venus	AVE	Anthony M Mazza Elizabeth A Mazza
950	303507737147	024-3-012-000	Land and Building	R1	77	77	Venus	AVE	Angelina Fitzpatrick James J. Fitzpatrick
873	303733737206	024-3-016-000	Land and Building	R1	94	94	Venus	AVE	John F K Rouille Mary R Rouille
881	303700737029	024-3-009-000	Land and Building	R1	101	101	Venus	AVE	Muaz Omanovic Kija Omanovic
492	302132735650	024-2-131-000	Land and Building	R1	19	19	West	RD	Richard Sener Karen J. Sener
491	301910735636	024-2-139-000	Land and Building	R1	38	38	West	RD	Gina A. Scafa
1631	301501735308	023-4-018-000	Land and Building	R1	90	90	West	RD	Joshua Farley Andrea Farley
12221	301575735164	023-4-015-000	Land and Building	R1	95	95	West	RD	Heinrich Savelberg Christina T. Savelberg Casandra C. Savelberg
12222	301521733604	027-3-014-000	Land and Building	R1	66	66	Western	AVE	Kimberly Ann Hunt Alexander T. Messinger
463	300746737816	023-3-061-000	Land	RL	19	19	Woods	ST	Champlain Housing Trust Inc.
1626	300686738042	023-3-164-000	Land and Building	R1	40	40	Woods	ST	First United Methodist Church of Burlington VT
1625	301216733969	027-3-031-000	Land and Building	R1	10	10	York	DR	Roland A Dion Gail A Dion
1650	301364733886	027-3-009-000	Land and Building	R1	15	15	York	DR	Kim M. Palasits
	301438733948	027-3-008-000	Land and Building	R1	29	29	York	DR	Steven R. Benoit Jean M. Benoit
*Properties on	301447734149	027-3-033-000	Land and Building	R1	38	38	York	DR	Robert Hart Dorcas Hart

LEGEND:

	Department of Permitting & Inspections--Trades Division
	Department of Permitting & Inspections--Housing Division
	Department of Permitting & Inspections--Zoning Division
	Burlington Public Works--Water Resources
	Burlington Electric Department
	Department of Public Works

Board of Finance and City Council Submission Checklist

Department: City Attorney Submitter: Lisa Jones

Title/Subject: Release of certain properties from glebe

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	3/10/2025
☐	Concurrent	Click or tap to enter a date.

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	N/A	Click or tap to enter a date.	Click or tap here to enter text.
Mayor's Office informed and approved memo	N/A	Click or tap to enter a date.	Click or tap here to enter text.
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	3/6/2025	Kim
CAO has reviewed budget, financing, and memo	N/A	Click or tap to enter a date.	Click or tap here to enter text.
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?	Choose an item.	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	Updated list of retained properties
Draft Resolution or Motion?	Choose an item.	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	Yes	Ben Traverse

Board of Finance and City Council Submission Checklist

Resolution Relating to

RELEASE OF CERTAIN GLEBE AND PERPETUAL
LEASE-LAND INTERESTS AND REVISION OF THE CITY
OF BURLINGTON PERPETUAL LEASE LAND
INTERESTS LIST

RESOLUTION 5.20
Sponsor(s): Councilor Traverse
Introduced: 3/10/2025
Referred to: _____
Action: Adopted
Date: 3/10/2025
Signed by Mayor: 03/14/25

CITY OF BURLINGTON

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

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

That WHEREAS, on December 7, 2020, the City Council adopted a City of Burlington Retained Perpetual
Lease Interests List (hereafter Retained Interests List) pursuant to Act 152 (codified in 24 V.S.A. 2409); and
WHEREAS, the City Council requested that if City staff identified properties on the Retained Interests
List as appropriate for release in the future—for example, because outstanding issues are resolved,—those
properties should be brought forward to the Council and the Retained Interests List should be updated; and
WHEREAS, City staff have identified a number of properties that are appropriate for release since the
last release in December, 2024;
NOW, THEREFORE, BE IT RESOLVED that the City Council hereby releases the glebe/perpetual
leased land interests it may have in the following City of Burlington properties pursuant to 24 V.S.A. §2401
and requests that the City of Burlington Retained Perpetual Lease Interests List be revised accordingly:

- 80 Cottage Grove (Tax ID 028-1-007-000)
- 3127 North Avenue (Tax ID 021-2-067-000)
- 101-103 North Street (Tax ID 044-1-252-000)

R: Glebe or Lease Lands/City Council Action-Resolutions/Resolution re Release of Certain Glebe Lands 3/10/25
3/6/25

* * * * *

DISTRIBUTION:

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

Lisa Jones, City Attorney's Office

ORIGINAL

RESOLUTION RELATING TO

RELEASE OF CERTAIN GLEBE AND PERPETUAL
LEASE-LAND INTERESTS AND REVISION OF THE
CITY OF BURLINGTON PERPETUAL LEASE LAND

INTERESTS LIST

Adopted by the City Council

MARCH 10....., 2025.....

[Signature] Clerk

Approved..... March 14, 2025.....

[Signature] Mayor

Vol. Page

Attest:
[Signature]
Lori Olberg

Licensing and Records Coordinator

* * * * *

LIST Last Revised 3/5/25

CITY OF BURLINGTON RETAINED F PERPETUAL LEASE LAND INTERESTS										Joanne P. Hlefeld									
PropertyRSN	PIN	TaxID	Property Type	Assessor	Address	Address Numeric	Street	Street Type	Owner List										
			Land and Building	C	130	130 Bank	ST		BTC Mail Associates, LLC										
536	313278722004	044-4-033-000	Land and Building	R1	36	36 Barley	RD		Matthew J. Bombard Emily K Bombard										
768	302140736242	024-2-009-000	Land and Building	R1	77	77 Barley	RD		Ugjesa Vujanovic Draginja Vujanovic										
7156	312422721841	049-1-143-001	Land and Building	C	60	60 Battery	ST		Diamond Rock Burlington Owner LLC										
809	303377735322	024-2-052-000	Land and Building	R1	41	41 Birch	CT		Huy Vo										
806	303452735586	024-2-049-000	Land and Building	R1	64	64 Birch	CT		Phet Sayamouangkhua Bouavanh Sayamouangkhua										
1067	303515735610	024-4-001-000	Land and Building	R1	70	70 Birch	CT		Janice L Lovejoy										
12228	303595735701	024-4-003-000	Land	RL	82	82 Birch	CT		Champlain Housing Trust Inc.										
1073	303811735694	024-4-009-000	Land and Building	R1	99	99 Birch	CT		Joseph R. Guay Wendy M. Guay										
1186	303921735755	024-4-133-000	Land and Building	R1	111	111 Birch	CT		Michael F. Mcgrarhan Kelly J Mcgarghan										
1174	304108736082	024-4-120-000	Land and Building	R1	128	128 Birch	CT		Robert J Larue Marjorie W Larue										
1175	304175736141	024-4-121-000	Land and Building	R1	132	132 Birch	CT		Ganja S. Pradhan Leela K Pradhan										
1178	304397736312	024-4-124-000	Land and Building	R1	144	144 Birch	CT		Nadia A. Mitchell Alexander V Mitchell										
8554	314400717640	053-3-195-000	Land and Building	R1	20	20 Caroline	ST		Carolyn Lamoreaux Bates Revocable Trust										
8500	314637717393	053-3-140-000	Land and Building	R2	65	65 Catherine	ST		Ruby L. Thibault Jed H Thibault Aurelien G. Thibault										
8498	314560717370	053-3-138-000	Land and Building	R1	75-77	75 Catherine	ST		Bruce W. Bierbaum Kari Lynn Bierbaum										
8497	314614717427	053-3-137-000	Land and Building	R3	83	83 Catherine	ST		Hugo Martinez-Cazon Keith S Levenson										
818	303247735059	024-2-063-000	Land and Building	R1	14	14 Cayuga	CT		Cynthia B. Button Jon B. Button										
826	303382734959	024-2-071-000	Land and Building	R1	17	17 Cayuga	CT		Scott S. Smith Stacey R. Smith										
821	303375735162	024-2-066-000	Land and Building	R1	30	30 Cayuga	CT		Mary Logan Lockwood										
823	303452735227	024-2-068-000	Land and Building	R1	40	40 Cayuga	CT		Mark P. Moye and Joyce Ann Howard Trust										
1083	303587735324	024-4-019-000	Land and Building	R1	56	56 Cayuga	CT		Theresa M. Lacroix										
1109	303757735252	024-4-050-000	Land and Building	R1	65	65 Cayuga	CT		Kevin Healy Arlene Healy										
1107	303858735329	024-4-048-000	Land and Building	R1	75	75 Cayuga	CT		Burns Wilson Dartt III Francoise Magdalena Dartt										
1105	303936735400	024-4-046-000	Land and Building	R1	81	81 Cayuga	CT		Jeffrey S Clements Lynne C. Clements										
1103	304024735477	024-4-044-000	Land and Building	R1	101	101 Cayuga	CT		James F. Burt Vera Burt										
1092	304083735699	024-4-028-000	Land and Building	R1	120	120 Cayuga	CT		Charles Eric Nichols Anne Williams										
1098	304336735722	024-4-038-000	Land and Building	R1	129	129 Cayuga	CT		Jeffrey Desautels Tina Desautels										
5329	313344722058	044-4-033-000	Land and Building	CL	75	75 Cherry	ST		BTC Mail Associates, LLC										
762	302209736468	024-2-003-000	Land and Building	R1	9	9 Clover	LN		Thanh Dang Son Tran										
543	302189736725	024-1-009-000	Land and Building	R1	37	37 Clover	LN		Christine M. Thompson										
542	302183736792	024-1-008-000	Land and Building	R1	45	45 Clover	LN		Timothy D. Thayer Debra Anne Thayer										
4424	311724721578	043-4-001-000	Land	E	2-Jan	2 College	ST		City of Burlington - Parks Dept.										
2361	302490731951	028-2-220-000	Composite	EL	8	8 College	ST		City of Burlington - Department of Public Works										
6994	311877721538	049-1-085-000	Land	EL	10	10 Cottage	ST		City of Burlington										
838	302344735027	024-2-088-000	Land and Building	R1	50	50 Cottage	GRV		Griffin Wert Joanna Wert										
1934	301926734747	028-1-004-000	Land and Building	R2	98	98 Cottage	GRV		Elmira Aliyev										
1675	301706734578	027-3-058-000	Land and Building	R1	128	128 Cottage	GRV		Susan Flanders Hoxie										
1674	301656734537	027-3-057-000	Land and Building	R1	134	134 Cottage	GRV		Raymond F Benoit Jr										
1668	301388734295	027-3-051-000	Land and Building	R1	170	170 Cottage	GRV		James Douglas Daigle										
2050	303032734650	028-1-126-000	Land and Building	R1	22	22 Cross	PKWY		Robert P. Proulx Kelli P. LaPlant Jennifer P. Tremblay Vicki L Cody										
2048	302922734562	028-1-124-000	Land and Building	R1	38	38 Cross	PKWY		Patricia A. Heavner Christine A. Heavner Jane D. Richardson										
2039	302426734175	028-1-115-000	Land and Building	R1	102	102 Cross	PKWY		S. Brown Richardson Jane D. Richardson										
2038	302400734124	028-1-114-000	Land and Building	R1	108	108 Cross	PKWY		Elizabeth H. Burns Alan Gladstone										
2037	302315734089	028-1-113-000	Land and Building	R1	116	116 Cross	PKWY		Jasmin Pobric Gordana Pobric										
2035	302197734005	028-1-111-000	Land and Building	R1	130	130 Cross	PKWY		Paul Held Susan Held										
1457	300018734177	027-1-010-000	Land and Building	R1	34	34 Curtis	AVE		Tara Sullivan Brian J. Sullivan										
1468	299891734057	027-1-021-000	Land and Building	R1	35	35 Curtis	AVE		George W. Buker Laurie A. Buker										
1467	299828734018	027-1-020-000	Land and Building	R1	43	43 Curtis	AVE		Paul E Sumner Jr Laura L. Sumner										
1799	300335733791	027-3-164-000	Land and Building	R1	86	86 Curtis	AVE		Fred C Forehand Cynthia J Forehand										
1800	300214733553	027-3-172-000	Land and Building	R1	121	121 Curtis	AVE		Debra Holonitch										
1485	300308733403	027-3-170-000	Land and Building	R1	124	124 Curtis	AVE		Hans H. Heikel Kathryn W. Heikel										
1486	300245733355	027-3-171-000	Land and Building	R1	130	130 Curtis	AVE		Travis M. Clairmont Gregory P. Clairmont										
1487	300144733512	027-1-038-000	Land and Building	R1	135	135 Curtis	AVE		Jacqueline A. Dame Firley David S. Firley, Jr.										
1480	300013733408	027-1-040-000	Land and Building	R1	156	156 Curtis	AVE		Joshua Perrin										
1479	299950733765	027-1-034-000	Land and Building	R1	187	187 Curtis	AVE		Kendrick J. Forguites										
1497	299865733875	027-1-032-000	Land and Building	R2	201	201 Curtis	AVE		BPAAWG, LLC										
1498	299708733787	027-1-047-000	Land and Building	R1	206	206 Curtis	AVE		John P. Gipson Carolyn R. Gipson										
147	299532734008	027-1-051-000	Land and Building	R2	232-234	232 Curtis	AVE		Francois Nsibienakou Nymie Nti A. Nsibienakou-Fawoho										
12335	299647739370	021-2-046-000	Land and Building	R1	4	4 Derway	DR		Elizabeth V. O'Kane Kelly J Boudreau										
1095	299541739169	021-2-080-000	Land and Building	R2	21-23	21 Derway	DR		Casey J. D. Lyon Maho Takahashi										
34	299096739540	021-2-061-000	Condo Land	RA	95	95 Derway	DR		Larkin Realty										

35	304264735867	024-4-034-000	Land and Building	R1	14	14	Dorset	LN	Mary E. Barr
13	298394739590	020-4-002-000	Land and Building	R1	93	93	Elbow	ST	2751 North Miami Avenue LLC
372	298411739635	020-4-003-000	Land and Building	R1	95	95	Elbow	ST	2751 North Miami Avenue LLC
376	298305739917	020-3-004-000	Land	RL	107	107	Elbow	ST	Anthony Pellegrino Eva M. Pellegrino
4975	300926737766	023-3-068-000	Land and Building	R1	32	32	Forest	ST	Elizabeth S. Wood
1968	30116737941	023-3-072-000	Land and Building	R1	66	66	Forest	ST	Raul Perez Kathleen Perez
1999	313148722869	044-2-117-000	Land and Building	R1	23	23	George	ST	Rachel Green
1980	302740734591	028-1-041-000	Land and Building	R1	45	45	Green Acres	DR	Rebecca Marie Roy Mark Edward Montalban
1989	302613734726	028-1-073-000	Land and Building	R1	116	116	Green Acres	DR	Lauren Weiner
1982	30206734294	028-1-063-000	Land and Building	R1	129	129	Green Acres	DR	Francis Bourgeois
1659	302075734077	028-1-053-000	Land and Building	R1	176	176	Green Acres	DR	Allison Curran
1711	301467735094	027-3-104-005	Land and Building	R1	5	5	Grey Meadow	DR	Antonia W Simpson Robert V Simpson
1706	301314735234	027-3-104-023	Land and Building	R1	6	6	Grey Meadow	DR	Jeffrey P Gendron Kathleen B Gendron
1713	301405735041	027-3-104-006	Land and Building	R1	7	7	Grey Meadow	DR	Tyce C. Foltz Kara S. Foltz
1739	301294734953	027-3-104-008	Land and Building	R1	15	15	Grey Meadow	DR	Nelson R Vargas Susan E Bell
1737	301235734904	027-3-104-009	Land and Building	R1	21	21	Grey Meadow	DR	Scott T Fusare Dagmar Zentrichova
1735	301064735046	027-3-104-034	Land and Building	R1	24	24	Grey Meadow	DR	James J. Chagnon Lita M Chagnon
1720	300940734955	027-3-104-032	Land and Building	R1	32	32	Grey Meadow	DR	Arthur J. Dusablon Barbara Dusablon
1731	300815734862	027-3-104-030	Land and Building	R1	38	38	Grey Meadow	DR	Nathan S. Strules
1724	30072734602	027-3-104-026	Land and Building	R1	56	56	Grey Meadow	DR	Bernard V. Bora Denise C Bora
1722	300742734398	027-3-104-017	Land and Building	R1	62	62	Grey Meadow	DR	Sanford W. Phillips Stephanie L. Phillips
67	301064734018	027-3-104-011	Land and Building	R1	74	74	Grey Meadow	DR	Victor Menard Tami Menard
73	299876738164	023-1-014-000	Land and Building	R1	21	21	Hardy	DR	Catherine C. Wheeler Trust
74	299829738223	021-2-001-000	Land and Building	R1	29	29	Hardy	AVE	Lawrence A. Tulkop Lisa M. Tulkop
75	299642738606	021-2-007-000	Land and Building	R1	71	71	Hardy	AVE	Patra S Vail
77	299622738667	021-2-008-000	Land and Building	R1	77	77	Hardy	AVE	Richard E. Dion Faith B. Dion
79	299594738740	021-2-009-000	Land and Building	R1	85	85	Hardy	AVE	Philip Hinchley Rosalie A. Covey
8426	299530738887	021-2-011-000	Land and Building	R1	101	101	Hardy	AVE	Katherine Schumpf Douglas J. Schumpf
8425	299630739037	021-2-013-000	Land and Building	R3	117-119	117-119	Howard	AVE	Robert K Young Janice Young
8383	314404717736	053-3-067-000	Land and Building	R1	121	121	Howard	AVE	Lawrence L. Blanchard Judie A. Kreamer
3617	314463717730	053-3-066-000	Land and Building	E	60	60	Institute	RD	117-119 Howard Street LLC
9016	307471727364	037-3-005-000	Land and Building	EL	75	75	Institute	RD	Jeffrey G. Schneider Michelle C. Keegan
4948	308628728125	034-2-001-000	Land and Building	R1	9	9	Tranistan	RD	City of Burlington - Parks Dept.
12168	315714716402	054-2-087-000	Land and Building	RA	7-Jan	1	Johnson	ST	Karl W. Doerner Judith M. Doerner
4859	312926723089	044-2-090-000	Land and Building	C	60	60	Lake	ST	Beverly O'Free Rooney Richard A. Rooney
7196	31202771599	049-1-086-000	Land and Building	C	86	86	Lake	ST	Lake And College LLC
9011	311913721837	044-2-003-000	Land and Building	E	101	101	Lavallee	LN	Lake Street Associates Inc
9013	31232719230	049-2-039-000	Land and Building	R1	16	16	Ledge	RD	State of Vermont Building & General Services Dept.
9014	315258716371	054-2-082-000	Land and Building	R1	56-58	56-58	Ledge	RD	L. Josette Noll
8579	315639716371	054-2-085-000	Land and Building	R1	38	38	Ledgemere	ST	Catherine A. C. MacLachlan Trust
8575	314728717088	053-3-221-000	Land and Building	R1	44	44	Ledgemere	ST	Illa A. Abramson Joseph A. Bluestein
8576	314724717147	053-3-220-000	Land and Building	R1	49	49	Ledgemere	ST	Margaret E. Joyal
8577	314578717211	053-3-216-000	Land and Building	R1	55	55	Ledgemere	ST	Austin D. Sumner Jennifer C. Sumner
832	314576717268	053-3-217-000	Land and Building	R1	56	56	Ledgemere	ST	Kevin S. Cundiff Charles D. Koppin
842	314723717268	053-3-218-000	Land and Building	R1	17	17	Loidal	DR	Gretchen E. Hogan Brendan P. Hogan
833	302688735119	024-2-078-000	Land and Building	R1	18	18	Loidal	DR	Eric Guilford
841	302581735213	024-2-096-000	Land and Building	R1	32	32	Loidal	DR	Richard H. Yee, Jr. Mary B. Harkin
1963	302484735139	024-2-094-000	Land and Building	R1	36	36	Loidal	DR	Gabriel Courage Holly Courage
1962	30237735178	024-2-092-000	Land and Building	R1	51	51	Loidal	DR	Kenneth A. Hebert Christine A. Hebert
1960	302527734886	028-1-036-000	Land and Building	R1	57	57	Loidal	DR	Leo P. Campbell W. Eileen Campbell
1959	30252734809	028-1-035-000	Land and Building	R2	69	69	Loidal	DR	Martha J. Ledoux Robert E. Ledoux
1958	302452734726	028-1-033-000	Land and Building	R1	75	75	Loidal	DR	Patricia Anne Hollinger
1943	302376734687	028-1-031-000	Land and Building	R1	81	81	Loidal	DR	Harvey Family Revocable Trust
1954	302333734649	028-1-031-000	Land and Building	R1	84	84	Loidal	DR	William A. Carlson
1953	302023734748	028-1-027-000	Land and Building	R1	105	105	Loidal	DR	Alan LeBlanc
1950	302142734498	028-1-026-000	Land and Building	R1	111	111	Loidal	DR	Sherri L. McCoy
7198	302097734461	049-2-041-000	Land and Building	E	1	1	Maple	ST	Kathryn A. Newton
8583	312070720020	049-2-001-000	Land and Building	RA	113	113	Maple	ST	City of Burlington - Parks Dept.
693	31297720085	053-3-224-000	Land and Building	R1	16	16	Marian	ST	Maple Street Properties, LLC
967	314811716959	024-1-116-000	Land and Building	R1	4	4	Meridian	ST	Jane Merola McKenzie
964	303439736520	024-1-116-000	Land and Building	R1	28	28	Meridian	ST	Darby Shaw Joseph Shaw
4920	303607736669	024-3-026-000	Land and Building	R1	50	50	Meridian	ST	Mustafa Jusupovic Amira Jusupovic
4928	302790736812	024-3-023-000	Land and Building	RA	58-64	58-64	Monroe	ST	O'Dell Walker
3619	312865723126	044-2-062-000	Land and Building	RA	58-64	58-64	Monroe	ST	Marjorie Properties

Vermont State Agency of Transportation Rail Unit

2004	312876722913	044-2-070-000	Land and Building	R4	61-63	61	Monroe	ST	Carl F. Albarelli
827	308917726980	038-1-002-000	Cemetery	E	455	455	North	AVE	Burlington City Cemetery Dept. Lake View Cemetery
814	303250734902	028-1-078-000	Land and Building	R1	1464	1464	North	AVE	Mignar Dolma
830	303068734920	024-2-072-000	Land and Building	R2	1477	1477	North	AVE	John Whitehouse Revocable Trust
899	303097735140	024-2-058-000	Land and Building	R1	1490	1490	North	AVE	Sharon L. Fobbrook
831	302757734982	024-2-075-000	Land and Building	RA	1501	1501	North	AVE	Salamin Handy Mountaha Handy
848	302760735193	024-2-077-000	Land and Building	R1	1519	1519	North	AVE	Elizabeth Jane Fitzpatrick
792	302609735366	024-2-100-000	Land and Building	C	1541	1541	North	AVE	Thunderbolt Garage LLC
791	302538735400	024-2-102-000	Land	RL	1547	1547	North	AVE	Jolley Associates
789	303094735926	024-2-033-000	Rental Land	E	1554	1554	North	AVE	BIA Franklin Square
870	302612735734	024-2-030-000	Rental Land	E	1562	1562	North	AVE	Burlington Housing Authority
786	302372735591	024-2-127-000	Land and Building	C	1563	1563	North	AVE	Sisters & Brothers Investment Group, LLP
885	302780735657	024-2-128-000	Land and Building	R2	1571	1571	North	AVE	Lisa McLamb
783	302362735872	024-2-077-000	Land and Building	R1	1586	1586	North	AVE	Pauline R. Grogan Wanda L. Grogan Kevin L. Grogan
12273	302163735806	024-2-143-000	Land and Building	R1	1595	1595	North	AVE	John R. Fisher Kathleen C. Fisher
779	302235735997	024-2-024-000	Land and Building	R1	1604	1604	North	AVE	Ginger J. Santor
778	302193736040	024-2-023-000	Land	RL	1610	1610	North	AVE	Champlain Housing Trust Inc.
511	302070736171	024-2-020-000	Land and Building	R1	1628	1628	North	AVE	Mary Lariviere
775	302029736215	024-2-019-000	Land and Building	R1	1634	1634	North	AVE	Simone M. Felty
529	301474736078	023-4-038-000	Land and Building	E	1645	1645	North	AVE	City of Burlington School Dept.
528	301904736343	024-2-016-000	Land and Building	R1	1652	1652	North	AVE	Hien Nguyen Phuong Chung
369	301761736459	023-4-056-000	Land and Building	R1	1670	1670	North	AVE	Francis J. Fagga Jr. Anne G. Fagga
354	301722736500	023-4-055-000	Land and Building	R1	1676	1676	North	AVE	Terrence G. Moore Carol J. Moore
368	300740737598	023-3-065-000	Land and Building	R1	1922	1922	North	AVE	Elizabeth S. Lewis
353	300361737619	023-3-049-000	Land and Building	RA	1925	1925	North	AVE	New Northgate Housing, LLC
366	300696737649	023-3-064-000	Land and Building	R1	1928	1928	North	AVE	Kenneth Gokey
362	300549737529	023-3-048-000	Land and Building	R1	1929	1929	North	AVE	Leah A. Oklan Ezra Oklan
360	300604737753	023-3-062-000	Land and Building	R1	1942	1942	North	AVE	Denny Lee Johnson Christine H. Johnson
359	300537737842	023-3-057-000	Land and Building	R1	1954	1954	North	AVE	Brent Huff Nicole Huff
123	300432738027	023-3-054-000	Land and Building	R1	1976	1976	North	AVE	Jeannine Kneeland
99	300168738517	021-2-058-000	Land and Building	R1	2040	2040	North	AVE	Amylmo Streeter David H. Streeter
121	300154738592	021-2-057-000	Land and Building	R1	2044	2044	North	AVE	Rama Lakshmi Courcy Charles P. Courcy
101	299972738571	021-2-033-000	Land and Building	R1	2047	2047	North	AVE	Thomas M. Leclair Jody A. Leclair
118	300132738657	021-2-056-000	Land and Building	R1	2048	2048	North	AVE	Robert Lapointe
103	299905738701	021-2-035-000	Land and Building	R1	2061	2061	North	AVE	Gary D. Dion Linda D. Dion
114	300064738860	021-2-053-000	Land and Building	R1	2070	2070	North	AVE	Alfred Cyr III Cherie K. Cyr
64	298582738831	021-2-037-000	Land and Building	R1	2075	2075	North	AVE	Tory-Ann Torres Luis Torres
11	298595739779	021-2-065-000	Land and Building	R1	3130	3130	North	AVE	P. Maria Spadanuda
41	298501739747	021-2-066-000	Land	RL	3135	3135	North	AVE	2751 North Miami Avenue LLC
25	298438739892	020-3-001-000	Land and Building	R1	3139	3139	North	AVE	Sandra A. Labombard Todd M. Labombard
22	298528739922	021-1-002-000	Land and Building	ML	3140	3140	North	AVE	Todd M. Labombard Tina M. Tofani Irena H. Labombard
4702	298469740063	020-3-019-000	Land and Building	R1	3152	3152	North	AVE	Tor D. Bortz Lorena K. Bortz
4701	298378740302	020-3-015-000	Land and Building	R1	3174	3174	North	AVE	Treehouse Garage LLC
4700	312299724080	044-1-255-000	Land and Building	R2	87	87	North	ST	PHIE INC
4699	312335724076	044-1-254-000	Land and Building	E	89	89	North	ST	Burlington Emergency Shelter Inc.
32	312380724053	044-1-253-000	Land and Building	CR	93-97	93	North	ST	Melissa B. Lafayette
4776	298293740997	020-3-029-000	Land	EL	0	0	North Avenue	EXT	City of Burlington - Parks Dept.
4782	312713722677	044-2-019-000	Rental Land and Building	E	20-Oct	10	North Champlain	ST	Burlington Housing Authority
59	312439723583	044-1-310-000	Land and Building	CR	99	99	North Champlain	ST	Erkson Real Estate LLC
60	312478723958	044-1-316-000	Land and Building	R1	125	125	North Champlain	ST	Martha J. Caswell Seth Wolcott-MacCausland
61	298854740073	021-1-077-000	Land and Building	R1	40	40	North Cove	RD	Robert Bristow-Johnson Phyllis Bristow-Johnson
12123	298848740167	021-1-030-000	Land and Building	R2	50	50	North Cove	RD	Chad E. Dewey
53	298852740449	021-1-031-000	Land	RL	52	52	North Cove	RD	Timothy A. Muir Frances D. Muir
50	298633740466	021-1-019-000	Land and Building	ML	94	94	North Cove	RD	Edward R. Peters Jr. Theresa Leona Peters Kathy Peters
461	300590740501	000-0-000-000	Land	X	99	99	North Cove	RD	Guy L. Southwell
2085	300949737976	020-3-160-001	Land and Building	R1	67	67	North View	DR	David C. Francis Donna Powell
1656	301769733600	027-3-001-000	Land and Building	R1	49	49	Oakland	TER	Dagnija Neirmane
4900	301950733803	028-1-165-000	Land and Building	R1	50	50	Oakland	TER	George H. Cooley Gail M. Cooley
4753	301788733928	027-3-039-000	Land and Building	R1	74	74	Oakland	TER	Joanne Kalisz
4747	312264723375	044-2-043-000	Land and Building	R1	66	66	Park	ST	Malcolm M. Sanders
4745	312288723481	044-1-307-000	Land and Building	R2	76	76	Park	ST	James Design Build (John J. Burns)
4744	312278723743	044-1-301-000	Land and Building	RA	102	102	Park	ST	102 Park Street LLC
12282	312268723841	044-1-299-000	Land and Building	R1	112	112	Park	ST	Stephen Smith Carmen Smith
12283	312265723882	044-1-298-000	Land and Building	R2	116	116	Park	ST	Adam H. Holmes
4878	312267723949	044-1-296-000	Land	RL	124	124	Park	ST	Champlain Housing Trust Inc.

Cindy Hamel | Sandra Nunn | John Peters | Rebecca Peters

4879	312627/2992	044-1-295-000	Land	RL	128	128	128	Park	ST	Champlain Housing Trust Inc.
4881	312963/22733	044-2-021-000	Land and Building	CR	68	68	68	Pearl	ST	68 Pearl Street LLC
4942	313046/22741	044-2-022-000	Land	EL	70	70	70	Pearl	ST	City Of Burlington - Department of Public Works
12732	313067/22710	044-2-073-000	Rental Land and Building	CR	80-90	80	80	Pearl	ST	Josephine Bernardini Bove Richard J. Bove Jr.
7166	312857/23305	044-2-084-000	Land and Building	R2	21	21	21	Peru	ST	BPJS Management LLC
7168	313637/21587	049-1-125-000	Condo Land and Building	CC	84	84	84	Pine	ST	84 Pine Street Association
7169	313297/19975	049-2-007-000	Land and Building	R2	220	220	220	Pine	ST	Nicholas S. Papaserafchim Deanna Papaserafchim
7171	313227/19880	049-2-009-000	Land and Building	R3	230	230	230	Pine	ST	Chris Khammei
892	313233/19823	049-2-010-000	Land and Building	R1	234	234	234	Pine	ST	Dana L. Doll
893	313233/19593	049-2-013-000	Land and Building	R1	266	266	266	Pine	ST	Pine Properties LLC
546	302324/735305	024-2-150-000	Land and Building	R1	68	68	68	Plattsburg	AVE	Mariah Ogden
547	302314/736369	024-2-151-000	Land and Building	R1	76	76	76	Plattsburg	AVE	Abi N. Chamlagi Mon M. Chamlagi
1788	302301/736570	024-1-012-000	Land and Building	R1	94	94	94	Plattsburg	AVE	Katherine B. Janson
1744	302288/736683	024-1-013-000	Land and Building	R1	100	100	100	Plattsburg	AVE	Michael E. Cornell Mary E. Cornell
1787	300280/734501	027-3-124-000	Land and Building	R1	104	104	104	Plattsburg	AVE	Kristina Wood Tyler Rouille
1784	300386/734578	027-3-125-000	Land and Building	R1	21	21	21	Pleasant	AVE	Merima Elkaz
1781	300336/734438	027-3-158-000	Land and Building	R1	22	22	22	Pleasant	AVE	Maureen K. Linsemeier
1751	300502/734240	027-3-154-000	Land and Building	R1	55	55	55	Pleasant	AVE	Margaret B. Bombard Stephen Hadeka
1778	300762/734134	027-3-117-000	Land and Building	R1	80	80	80	Pleasant	AVE	Boris Katnelson Marina Katnelson
1761	300699/733692	027-3-124-000	Land and Building	R1	134	134	134	Pleasant	AVE	David P. Devold Jacqueline C. Devold
1766	300523/733869	027-3-127-000	Land and Building	R1	156	156	156	Pleasant	AVE	Cynthia A. Warwick Jason F. Seller
1771	300389/734256	027-3-140-000	Land and Building	R1	195	195	195	Pleasant	AVE	Thomas O. Ross Mary M. Ross
288	300267/734171	027-3-133-000	Land and Building	R1	203	203	203	Pleasant	AVE	Meghan Fay-McCaffrey Liam P. McCaffrey
7227	300347/734323	027-3-135-000	Land and Building	R1	40	40	40	River View	DR	Deborah L. Clemens
7562	300444/738520	021-4-001-000	Land and Building	C	95	95	95	Saint Paul	ST	Richard W. Hanzel Trust (Richard W. Hanzel)
7563	313396/71479	049-3-017-000	Land and Building	RL	237-241	237	237	Saint Paul	ST	Karen J. Anderson
8403	313439/71972	049-4-045-000	Land and Building	C	249	249	249	Saint Paul	ST	Investors Corporation of Vermont
8401	313497/719645	053-3-044-000	Land and Building	CR	463-465	463	463	Saint Paul	ST	Stephen W. Conant Margaret C. Conant
8400	314532/71779	053-3-042-000	Land and Building	RA	469	469	469	Saint Paul	ST	Carrie Ann Rockwood Todd M. Rockwood
8386	314572/717680	053-3-041-000	Land and Building	R3	475-477	475	475	Saint Paul	ST	Alan R. Longe Pamela B. Longe
8397	314606/717643	053-3-027-000	Land and Building	R4	484-486	484	484	Saint Paul	ST	Giselle J. Fontaine Family Trust (Giselle J. Fontaine)
8391	314802/717706	053-3-027-000	Land and Building	R3	507	507	507	Saint Paul	ST	Yee Properties LLC
8395	314700/717991	053-3-038-000	Land and Building	R1	516	516	516	Saint Paul	ST	Four Eighty Four St Paul St, LLC
8755	314973/717440	053-3-032-000	Land and Building	R1	517	517	517	Saint Paul	ST	Amanda H. Goossen Daniel Goossen
8392	314811/717342	053-3-036-000	Land and Building	R1	539	539	539	Saint Paul	ST	Mathew Viens Johnnie McLaughlin
8754	314880/717150	053-3-033-000	Land and Building	R3	540	540	540	Saint Paul	ST	Bryan A. Mihok
8841	315081/717216	054-1-004-000	Land and Building	RA	567	567	567	Saint Paul	ST	David M. Buffington Meridith A. Coeyman
8843	314915/717029	054-1-001-000	Land and Building	R1	4	4	4	Shelburne	ST	LBC 515 & 540, LLC
8844	315211/717046	054-1-071-000	Land and Building	R1	14	14	14	Shelburne	ST	Terrence A. McGrath Timothy L. McGrath
4892	315224/716923	054-1-080-000	Land and Building	C	44	44	44	Shelburne	ST	Kevin F. Quirino James J. Elias
675	315177/16626	054-2-014-000	Land and Building	R1	12	12	12	Sky	DR	Mary S. Burns Trust
10100	303097/717144	024-1-098-000	Land and Building	R1	24	24	24	Sky	DR	Earl J. Babcock, Jr.
8768	318700/717123	058-3-001-000	Land and Building	C	568	568	568	South Prospect	ST	Sylvia J. Bernadina
8762	314984/717720	054-1-015-000	Land and Building	R1	467	467	467	South Union	ST	Burlington Country Club Corp.
8835	315058/717420	054-1-010-000	Land and Building	R1	493	493	493	South Union	ST	Rachel L. Morton Trust
8760	315072/717368	054-1-009-000	Land and Building	R1	508-510	508	508	South Union	ST	Peter Keating Kathleen Keating
8836	315281/717323	054-1-071-000	Land and Building	R2	512	512	512	South Union	ST	George L. Shelley IV Rachel W. Shelley
8837	315226/717276	054-1-072-000	Land and Building	R1	515	515	515	South Union	ST	Marc L. Jacobs
8758	315094/717225	054-1-006-000	Land and Building	R2	516-518	516	516	South Union	ST	Mary B. Hennessy
7935	315220/717219	054-1-073-000	Land and Building	RA	525-527	525	525	South Union	ST	William T. McGrath Jr. McGrath Income Only Trust
8865	315108/717174	054-1-005-000	Land and Building	R1	405	405	405	South Willard	ST	Alain W. Brunet
8862	315665/18448	054-1-102-000	Land and Building	R1	425	425	425	South Willard	ST	Northeastern Family Institute Of Vermont Inc.
8869	315581/18256	054-1-100-000	Land and Building	R1	429	429	429	South Willard	ST	Mark A. Stoler Diane A. Gabriel
8871	315547/18188	054-1-099-000	Land and Building	R1	436	436	436	South Willard	ST	William Mares Christine Hadsel
8850	315795/18100	054-1-106-000	Land and Building	R1	452	452	452	South Willard	ST	Jane A. Smith 2011 Revocable Trust
8848	315767/17952	054-1-108-000	Land and Building	R2	543	543	543	South Willard	ST	Guido Mase Anne Kathleen Dougherty
8946	315291/717084	054-1-084-000	Land and Building	E	600	600	600	South Willard	ST	Michael L. Richards
1507	315300/716530	054-2-015-000	Land and Building	S1	2	2	2	Starr Farm	BC	Greek Orthodox Church
1535	297948/733336	027-1-061-035	Land and Building	S1	5	5	5	Starr Farm	BC	Daniel M. Boardman Trust
1534	298064/733663	027-1-061-050	Land and Building	S1	9	9	9	Starr Farm	BC	Edward H. Starr Robin Robertson Starr
1503	298679/733994	027-1-061-175	Land and Building	S1	13	13	13	Starr Farm	BC	Thomas W. Dowe Jr Leslie E. Twitchell Elizabeth A. Dowe Kelly Dowe Engelman
1518	298928/734405	027-1-056-000	Land and Building	S1	15	15	15	Starr Farm	BC	W. Philip Wagner Revocable Trust Barbara E. Wagner Revocable Trust
1520	298245/734244	027-1-061-065	Land and Building	S1	15	15	15	Starr Farm	BC	Katherine P. Pond Patrick S. Robins

Resolution Relating to

ACCEPTANCE AND APPROVAL OF THE FY2024 AUDIT

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’s auditors, Marcum LLP has completed the City audit for the fiscal year July 1, 2023 to June 30, 2024; and
WHEREAS, the auditor has prepared a management letter to accompany that audit; and
WHEREAS, during the audit the auditor did not identify any deficiencies in internal controls that were considered to be material weaknesses; and
WHEREAS, the City has responded to the items in the management letter; and
WHEREAS, on February 18, the Board of Finance has accepted the audit and recommended that the City Council approve and accept the audit, including the management letter;
NOW, THEREFORE, BE IT RESOLVED that the City Council approves and accepts the City’s Fiscal Year 2024 audit, including the management letter.

BK/Resolutions 2025/Acceptance and Approval of the FY2024 Audit
2/18/25



City of Burlington, Vermont Presentation of Audit Results

March 10, 2025



Objectives

- The What and Why of the Annual Audit
- Review Management Letter
- Discuss Summary of General Fund Results

Links to full 2024 ACFR: <https://www.burlingtonvt.gov/DocumentCenter/View/8116/Annual-Comprehensive-Financial-Report-2024-PDF>



The City's Annual Audit

- A municipal annual audit is a **review of a municipality's financial records**, accounting practices, and internal controls.
- Includes **all components of the City** including general fund, enterprise funds, and the school district.
- Conducted by a **third-party auditor** who provides an opinion on the municipality's financial statements.
- An audit is a **valuable management tool** for assessing community's fiscal performance. Can assist with improving financial controls and practices and may also identify internal control weaknesses and vulnerabilities to fraud.



Reasons Behind the Annual Audit

1. Burlingtonians put their **trust** in **elected public officials** and **municipal employees to be responsible custodians of their tax dollars**. The City validates this trust by employing strong financial controls and ensuring that the books of accounts accurately reflect the financial activities of the fiscal year.
2. Vermont law requires that towns and cities (as well as school districts) account for the monies entrusted to them and that these records be audited (see 24 V.S.A. §§ 1681-1686 and 16 V.S.A. § 323).



Reasons Behind the Annual Audit

3. Financial accounting provides information for those outside the City management team (elected representatives, citizens and taxpayers), usually after the end of the financial year, and so is essential for **public accountability**.
4. Auditing is the mechanism which provides assurance to the public about the veracity of the accounts, and hence is fundamental to **maintain trust**.



Management Letter Results

- Letter is intended to provide management and City Council with valuable information to assist those charged with governance in fulfilling their responsibilities.
- Provides advice based on best practices that the audit team has learned over the years from working with other clients.
- Can include:
 - material weakness in internal control
 - significant deficiency in internal control
 - recommendations



Management Letter Recommendations

- **No Material Weaknesses or Significant Deficiencies**
- **Three Recommendations Included**
- **Improve Controls Over Journal Entries and Adhere to a Formal Closing Schedule**
City Response: The City will implement a formal year-end closing calendar with clear deadlines and assigned responsibilities to improve timeliness. Will include monthly and quarterly reviews and we will enforce firm 90-day cutoff for journal entries.
- **Review City Ordinance Language in Comparison to Collective Bargaining Agreements (CBAs) in Relation to Pension**
City Response: While CBAs have been applied over the ordinance in practice, the City will consider amending the ordinance to explicitly state that CBA provisions take precedence.
- **Consider Improvements to Information Technology Policies**
City Response: A full-time cybersecurity analyst has been hired to strengthen security policies, and Disaster Recovery and Business Continuity plans are in development.



General Fund Budget vs. Actual Results

Category	FY23 Actual	FY24 Budget	FY24 Actual	FY24 Variance
Revenues	\$74.3M	\$79.6M	\$77.2M	(\$2.4M)
Expenditures	\$81.1M	\$80.7M	\$76.6M	\$4.0M
Other Sources	\$7.1M	\$11.4M	\$5.1M	(\$6.3M)
Other Uses	(\$4.8M)	(\$10.4M)	(\$11.4M)	(\$1.0M)
Net	(\$4.5M)	\$0.07M	(\$5.6M)	(\$5.6M)

Other Sources = Transfers In, Bond Premium, and Use of Fund Balance

Other Uses = Capital Outlay, Debt Service, and Transfers



FY24 Unassigned Fund Balance

Fund Balance Classification	Amount (June 30, 2024)	Amount (June 30, 2023)	Changes between FY23 and FY24
Subtotal of Non-Spendable, Restricted, Committed and Assigned Fund Balance	\$5.7M	\$11.0M	(\$7.6M)

FY23 Unassigned Fund Balance was \$6.5M

Plus Changes to other Fund Balances \$7.6M

Less Loss on the Income Statement (\$7.9M)

FY24 Unassigned Fund Balance is \$6.15M

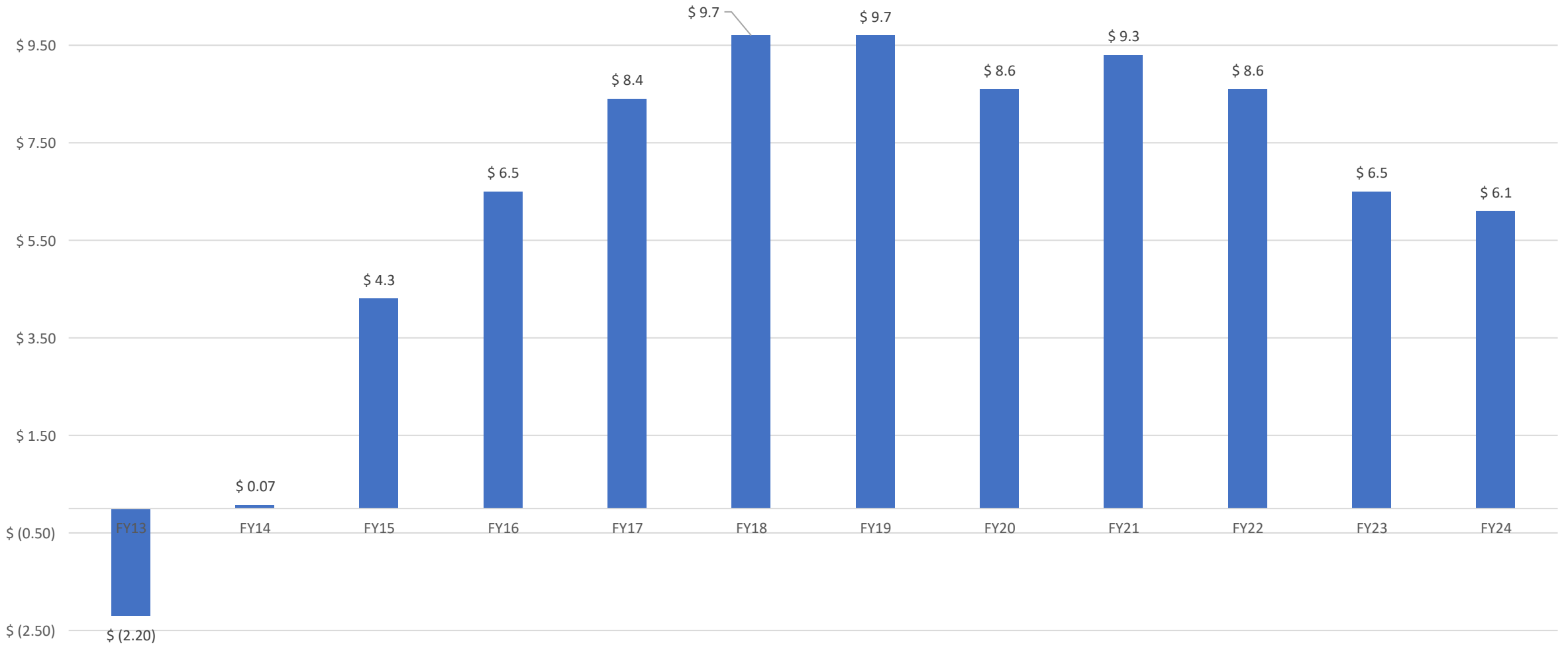


Fund Balance Policy

- [Established](#) in 2014
- General Fund Unassigned Fund Balance
 - Minimum of 5% of operational costs per previous year's audit
 - Maximum of 15%
 - Targeted balance is 10%

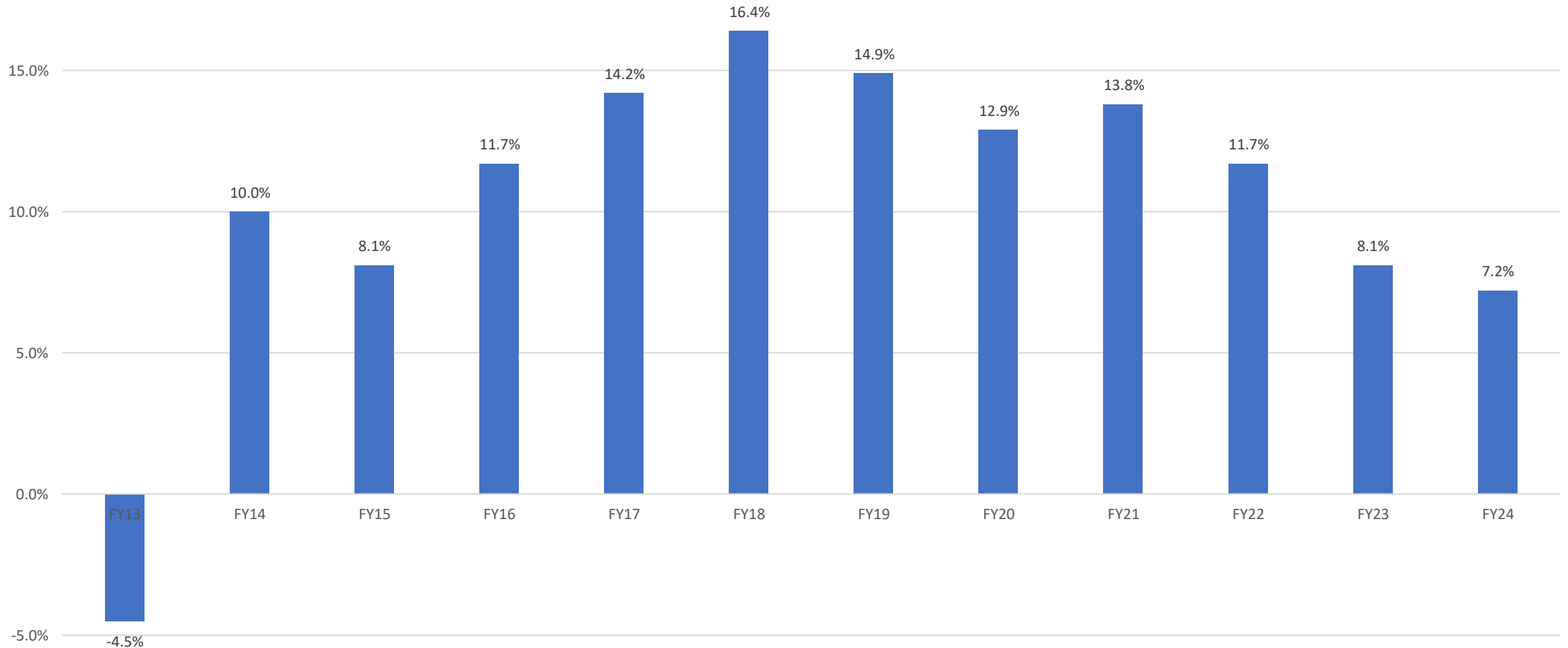


GF Unassigned Fund Balance since FY2013





GF Unassigned Fund Balance as % of Total Expenditures since FY2013





Fund Balance Definitions

Nonspendable – assets that don't convert to cash such as prepaid items or inventories.

Unassigned – all other spendable amounts.

Committed – constrained by limitations imposed by City Council itself and remains binding unless Council removes. Not used in the normal course of business.

Assigned – reflects City's intended use of resources and authority rests with Mayor delegated to staff.

Restricted - subject to externally enforceable legal restrictions.



General Fund Balance Classifications as of June 30, 2024 and 2023 – Part 1

Fund Balance Classification	Amount (June 30, 2024)	Amount (June 30, 2023)	Change between FY23 and FY24
Nonspendable	\$1.4M	\$0.5M	(\$0.9M)
Restricted	\$2.3M	\$1.0M	(\$1.3M)
Committed	\$0.86M	\$0.73M	(\$0.13M)
Assigned	\$8.9M	\$3.5M	(\$5.4M)
Subtotal	\$13.5M	\$5.7M	(\$7.6M)



General Fund Balance Classifications as of June 30, 2024 – Part 2

Fund Balance Classification	Amount (June 30, 2024)
Nonspendable	\$0.5M
Restricted	\$1.0M
Committed	\$0.73M
Assigned	\$3.5M
Unassigned	\$6.15M
Subtotal	\$11.9M



Questions?

Resolution Relating to

ACCEPTANCE AND APPROVAL OF THE FY2024 AUDIT

RESOLUTION 5.21
Sponsor(s): Bd. of Finance
Introduced: 3/10/2025
Referred to: _____
Action: Adopted
Date: 3/10/2025
Signed by Mayor: 03/14/25

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’s auditors, Marcum LLP has completed the City audit for the fiscal year July 1, 2023 to June 30, 2024; and

WHEREAS, the auditor has prepared a management letter to accompany that audit; and

WHEREAS, during the audit the auditor did not identify any deficiencies in internal controls that were considered to be material weaknesses; and

WHEREAS, the City has responded to the items in the management letter; and

WHEREAS, on February 18, the Board of Finance has accepted the audit and recommended that the City Council approve and accept the audit, including the management letter;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves and accepts the City’s Fiscal Year 2024 audit, including the management letter.

BK/Resolutions 2025/Acceptance and Approval of the FY2024 Audit
2/18/25

* * * * *

DISTRIBUTION:

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

DOF Kukenberger

ORIGINAL

RESOLUTION RELATING TO

ACCEPTANCE AND APPROVAL OF THE

FY24 AUDIT

Adopted by the City Council

MARCH 10, 2025

Clerk

Approved March 14, 2025

Mayor

Vol. Page

Attest:

Lori Olberg

Licensing and Records Coordinator

* * * * *

PUBLIC HEARING NOTICE

Burlington Comprehensive Development Ordinance

Pursuant to 24 V.S.A. §4442 and §4444, notice is hereby given of a public hearing by the Burlington City Council to hear comments on the following proposed amendment to the City of Burlington's *Comprehensive Development Ordinance* (CDO):

ZA-25-05 Champlain College Bed Caps

The public hearing will take place on **Monday, March 10, 2025 during the Regular City Council Meeting which begins at 6:00 pm in Contois Auditorium, Burlington City Hall, 149 Church Street, Burlington, VT or you may access the hearing/meeting as follows:**

On-line: <https://zoom.us/j/97358532867>

By telephone: +1 646 931 3860 US

Webinar ID: 973 5853 2867

Pursuant to the requirements of 24 V.S.A. §4444(b):

Statement of purpose:

The purpose of proposed amendment ZA-25-05 Champlain College Bed Caps is to eliminate the Maximum Residential Beds standards in Sec. 4.5.2(g) 4 in order to facilitate on-campus residential conversion and development for Champlain College students.

Geographic areas affected:

ZA-25-05 applies to the Institutional Core Campus – Champlain College overlay area.

List of section headings affected:

The proposed amendment ZA-25-05 amends CDO Article 4, Sec. 4.5.2 Institutional Core Campus Overlay Districts, subsection (g) District Specific Regulations: Champlain College (ICC-CC): 4. Density.

The full text of the *Burlington Comprehensive Development Ordinance* is available online at <https://www.burlingtonvt.gov/DPI/CDO> Upon request, a hard copy of the proposed amendments can be viewed at the Clerk's Office located on the second floor of City Hall, 149 Church Street, Burlington, Monday through Friday 8:00 a.m. to 4:30 p.m. or online at <https://www.burlingtonvt.gov/DPI/CDO/Amendments>

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

Public Hearing Dates: _____

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

CDO Champlain College Bed Caps
ZA-25-05

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and is hereby amended by amending Article 4, Sec. 4.5.2 Institutional Core Campus Overlay Districts, subsection (g)(4) related to density, thereof to read as follows:

Sec. 4.5.2 Institutional Core Campus Overlay Districts

(a) – (f) As written.

(g) District Specific Regulations: Champlain College (ICC -CC):

1. – 3. As written.

4. Density

For the purposes of regulating the intensity of development ~~and the total number of residential beds~~, the core campus district shall be divided into two areas: a Residential Core Campus and an Academic Core Campus as delineated on Map 4.5.2-7 ICC-CC Core Campus below.

Core Campus	Floor Area Ratio	Maximum Residential Beds
Residential Core Campus	1.0	530
Academic Core Campus	1.1	150

* Material stricken out deleted.

** Material underlined added.

Planning/KS/Ordinances 2025/ZA-25-05 Champlain College Bed Caps

CDO Sec. 4.5.2 (g)(4)

PH Version 2-20-25

TO: Burlington City Council
FROM: Charles Dillard, AICP, Planning Director
Sarah Morgan, Planner
DATE: March 10, 2025
RE: Proposed ZA-25-05 Champlain College Bed Caps

Overview & Background

Across Burlington's segmented housing market, scant tenant protections and lack of supply contribute to what is generally considered a crisis for renters and those looking to own a home in the city. This crisis in affordability and quality extends to the student populations of Champlain College and the University of Vermont. Champlain College prioritizes housing for all first year students and seeks to house as many upper-class students on campus as possible. Historically, as is the case with UVM's student population, many Champlain College upper-class students have chosen to live off campus in Burlington or one of its surrounding communities. However, changing preferences and a worsening shortage of quality and affordable housing near its campus has created a new paradigm in which Champlain College upper-class students increasingly request housing on campus. Unfortunately, due to density standards, in the form of maximum bed counts established in 2009, Champlain College is unable to construct adequate amounts of new housing or convert existing non-residential square footage to residential use.

Density standards were first applied to the Institutional Core Campus – Champlain College overlay district in 2008. At the time, residential density was limited on Champlain's campus to no more than 24 units per acre. One year after this standard was established, an alternative density standard in the form of bed caps was adopted, as was the creation of two distinct areas within the College's campus: a Residential Core Campus and an Academic Core Campus. Those standards remain in effect today, with the Residential Core Campus limited to a maximum of 530 beds and a Floor Area Ratio (FAR) of 1.0, and the Academic Core Campus limited to 150 beds and an FAR of 1.1. As stated in a Champlain College memo attached to this memo, the College has capacity to create just 14 beds in the Academic Core Campus, and 111 beds in the Residential Core Campus.

In summer 2024, Champlain College requested that the City consider a zoning amendment to remove these limits on beds on its campus, without also requesting an increase in FAR. As part of this request, the College stated its desire and intent to adaptively reuse an administrative building in the Academic Core Campus that would create an additional 33 accessible beds in a cost-effective manner. This project is not possible without a zoning amendment to remove the existing bed caps.

Proposed Amendment: ZA-25-05

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
----------------	---------------	----------------------

Purpose Statement

This amendment eliminates the Maximum Residential Beds standards in Sec. 4.5.2(g) 4 in order to facilitate on-campus residential conversion and development for Champlain College students.

Proposed Amendments

The following amendments to the Burlington Comprehensive Development Ordinance are included in this proposal:

1. Amends the table in Sec. 4.5.2(g) 4 to eliminate the Maximum Residential Beds standards and the associated column in its entirety from the table.

Relationship to *planBTV*

This following discussion of conformance with the goals and policies of planBTV is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain		Grow

Compatibility with Proposed Future Land Use & Density

The proposed amendment will help implement a key land use policy adopted in the *planBTV* Comprehensive Plan. The Comprehensive Plan calls for the City's Institutional Campuses to be places of growth. The success of this Institutional growth is contingent on the Institutions' ability to develop housing in a manner that is consistent with established City policy and, in some cases, the character of surrounding neighborhoods. This proposed amendment facilitates the concentration of much-needed student accommodations that will create more housing options for Champlain College students, and, in turn, allow for the College's continued role in strengthening Burlington's economy.

Impact on Safe & Affordable Housing

The amendment facilitates the creation of on-campus housing at Champlain College, and thus significantly impacts the provision of safe and affordable housing for Champlain College students, as well as the general population who currently compete with students for limited supply of quality housing.

Planned Community Facilities

This amendment supports and complements a wide range of existing and planned community facilities in the vicinity of Champlain College's campus. Providing for more housing in Burlington's core creates new users for these facilities and promotes a symbiotic socio-economic relationship between Champlain College and the City.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process				
Draft Amendment prepared by: Staff 11/24/24	Presentation to & discussion by Commission 12/3/24	Approve for Public Hearing 12/3/24	Public Hearing 1/14/2025	Approved & forwarded to Council 1/14/2025
City Council Process				
First Read & Referral to Ordinance Comm. 2/10/2025	Ordinance Comm. discussion 2/20/2025	Ordinance Cmte recommend 2/20/25	Second Read & Public Hearing 3/10/2025	Council Approval & Adoption



CHAMPLAIN COLLEGE

Dear Planning Commission,

On behalf of Champlain College, I am writing to ask the Planning Commission to consider a zoning amendment to remove the cap on the number of student beds permitted on the college's campus. This would benefit both the college and the City by allowing Champlain to accommodate more of our students within our core campus area and relieving pressure on the housing market in the Burlington area.

Champlain College has two core campus overlays within the Institutional Zone: the Academic Core Campus Overlay and the Residential Core Campus Overlay. Many years ago, these two core campus overlays were encumbered with a cap on the maximum number of beds permitted as follows:

Overlay	Bed Cap	Beds currently available	Bed capacity remaining
Academic Core	150	136	14
Residential Core	530	419	111

Champlain College prioritizes providing housing for all first-year students and attempts to house as many students as possible, regardless of class year. As the housing market in Burlington has tightened, upper-class students are often not able to find suitable and affordable apartments off campus, and increasingly request campus housing.

The college currently has an opportunity for an adaptive reuse of an administrative building in the Academic Core, returning it to its original use as student housing. This project would create up to 33 accessible beds and would only require a minimal investment from the college. Unfortunately, the cap currently allows for the addition of only 14 more beds, which prevents us from proceeding with this project. While there is still some capacity for creating additional beds in the Residential Core Overlay, it does not make economic sense to do so unless we can maximize the number of beds with the proposed renovation.

If the Planning Commission agrees to a zoning amendment to remove the bed cap from both Campus Overlay Districts, Champlain would be able to plan for a future where we can potentially accommodate more of our students within our core campus area and relieve pressure on the City housing market. The cap is no longer consistent with the realities of the current housing market in Burlington.

The ideal timeframe for this project would be to allow students to reside in Aiken Hall by Fall 2025. In order to complete the renovations by this date we would appreciate your approval of a zoning change no later than February 2025. We would be happy to present to the Planning Commission anytime and look forward to this zoning amendment.

Regards
Nic Anderson
Assistant Vice President of Planning and Operations

Board of Finance and City Council Submission Checklist

Department: City Planning Submitter: Charles Dillard

Title/Subject: ZA-25-05 Champlain College Bed Caps

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	3/10/2025
☐	Concurrent	Click or tap to enter a date.

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	3/3/2025	Charles Dillard
Mayor's Office informed and approved memo	Choose an item.	3/4/2025	Joe Magee
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	Choose an item.	3/4/2025	Kim Sturtevant
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Choose an item.	3/4/2025	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	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	Kim Sturtevant to provide ZA
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

CITY OF BURLINGTON

ORDINANCE 6.2

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

Public Hearing Dates: 3/10/2025

First reading: 2/10/2025

Referred to: Ordinance Committee

Rules suspended and placed in all
stages of passage:

Second reading: 3/10/2025

Action: Adopted as amended

Date: 3/10/2025

Signed by Mayor: 03/14/25

Published: 03/19/25

Effective: 04/09/25

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

CDO Champlain College Bed Caps
ZA-25-05

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and is hereby amended by amending Article 4, Sec. 4.5.2 Institutional Core Campus Overlay Districts, subsection (g)(4) related to density, thereof to read as follows:

Sec. 4.5.2 Institutional Core Campus Overlay Districts

(a) – (f) As written.

(g) District Specific Regulations: Champlain College (ICC -CC):

1. – 3. As written.

4. Density

For the purposes of regulating the intensity of development and the total number of residential beds, the core campus district shall be divided into two areas: a Residential Core Campus and an Academic Core Campus as delineated on Map 4.5.2-7 ICC-CC Core Campus below.

Core Campus	Floor Area Ratio	Maximum Residential Beds
Residential Core Campus	1.0	530
Academic Core Campus	1.1	150

* Material stricken out deleted.

** Material underlined added.

Planning/KS/Ordinances 2025/ZA-25-05 Champlain College Bed Caps
CDO Sec. 4.5.2 (g)(4)
PH Version 2-20-25

ORIGINAL

AN ORDINANCE

IN RELATION TO

CDO CHAMPLAIN COLLEGE BED CAPS ZA-25-05

Introduced by
Councilor OFFICE OF CITY PLANNING, PLANNING
COMMISSION, ORDINANCE COMMITTEE

Read in City Council first time

FEBRUARY 10, 2025

Attest, Bradley Kukenberg, Clerk.

Rules suspended, and ordinance placed in all stages of passage.

Attest, _____, Clerk.

Read in City Council second time

MARCH 10, 2025

Attest, Bradley Kukenberg, Clerk.

Passed in City Council at meeting held

MARCH 10, 2025

Attest,
BRADLEY KUKENBERGER, Clerk.

Approved March 14, 2025
Bradley Kukenberg, Mayor.

I, BRADLEY KUKENBERGER, DOF / Katy Olberg of the City of Burlington and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has been duly published according to Law and the Charter of the City, and in compliance with said Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day, _____ day of _____, 2025.

Adopted _____ 03/10/25 Published _____ 03/19/25 Effective _____ 04/09/25

/s/ Katy Olberg

DOF

Bradley Kukenberg

Attest:

Lori Olberg

Licensing and Records Coordinator

Distribution

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

Planning Director Dillard

* * * * *

Resolution Relating to

GREEN MOUNTAIN TRANSIT FUNDING AND
SUSTAINABILITY

RESOLUTION_____

Sponsor(s): Councilor(s) *Barlow, Bergman, Broderick, Litwin, Shannon, Carpenter, Kane, Grant*

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 of Burlington’s taxpayers will contribute \$2.2 million towards Green Mountain
- 2 Transit’s (GMT) public transit in Fiscal Year 2026; and
- 3 WHEREAS, a robust public transit connecting a wide geographic service area will help our city and
- 4 the State of Vermont achieve our shared goals, including but not limited to supporting economic development
- 5 through workforce transportation; access to affordable housing; access to healthcare; access to human
- 6 services; improving economic, social, racial, and gender equity; and reducing greenhouse gas emissions; and
- 7 WHEREAS, GMT’s urban service is the most cost-effective, year-round transit in the state, providing
- 8 47% of all public transit rides in Vermont while consuming only 20% of transit funding; and
- 9 WHEREAS, GMT is among an elite group of small transit agencies, having received four Small
- 10 Transit Intensive City (STIC) factors—an achievement held by only 11% of small transit agencies
- 11 nationwide—resulting in \$2.2 million annually in additional financial assistance; and
- 12 WHEREAS, declines in ridership due to service reductions would put the STIC based financial
- 13 assistance in jeopardy, and losing this financial assistance could require even further service reductions in
- 14 following years, further eroding GMT’s financial position; and
- 15 WHEREAS, the City of Burlington, alongside other urban GMT members, subsidizes LINK Express
- 16 services connecting Franklin and Washington Counties to the City of Burlington without contributions from
- 17 the rural areas served, a practice that has amplified GMT’s urban fiscal crisis; and
- 18 WHEREAS, the City of Burlington and GMT members’ subsidy of LINK Express services to
- 19 Washington County provide critical workforce access to both Waterbury State offices as well as Montpelier
- 20 State office and agencies, and the loss of such service would likely have a direct negative impact on the State’s
- 21 ability to attract and retain a qualified workforce from Chittenden County; and
- 22 WHEREAS, the City of Burlington is concerned that efforts to transfer GMT’s rural service may
- 23 diminish long-term funding sustainability for GMT overall; and

WHEREAS, the State of Vermont's standard contribution of \$2 million to GMT has not increased since Fiscal Year 2014, while municipal contributions have increased by over 50% during the same time frame, demonstrating the state's decreased share of funding from 16% of revenue to 10%; and

WHEREAS, the State of Vermont recognizes that a robust public transit system in Chittenden County is an affordable and effective means to reduce greenhouse gas emissions, and to meet its own climate goals; and

WHEREAS, there have been nine studies on public transit financing in Chittenden County since 1998, all of which have concluded that the current funding model is unsustainable, yet none have prompted meaningful action from the State of Vermont;

NOW, THEREFORE, BE IT RESOLVED that the Burlington City Council calls upon State Legislators and policy makers to adopt funding models that prioritize financial sustainability for GMT urban service and ensure that Chittenden County taxpayers are not disproportionately burdened, while also ensuring the continuity of current service levels; and

BE IT FURTHER RESOLVED that the Burlington City Council urges a full review of cross-regional transit subsidies and funding practices to ensure that all communities benefiting from GMT services contribute equitably to its operations; and

BE IT FURTHER RESOLVED that the Burlington City Council asks the City Clerk to transmit this resolution to Chittenden County State Representatives, State Senators, and relevant State agencies to advocate for the necessary funding reforms to safeguard the future of public transit in Chittenden County.

Resolution Relating to

GREEN MOUNTAIN TRANSIT FUNDING AND
SUSTAINABILITY

RESOLUTION_____

Sponsor(s): Councilor(s) *Barlow, Bergman, Broderick, Litwin, Shannon, Carpenter, Kane*

Introduced: _____

Referred to: _____

Action: _____

Date: _____

Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five

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BE IT FURTHER RESOLVED that the Burlington City Council urges a full review of cross-regional transit subsidies and funding practices to ensure that all communities benefiting from GMT services contribute equitably to its operations; and

BE IT FURTHER RESOLVED that the Burlington City Council asks the City Clerk to transmit this resolution to Chittenden County State Representatives, State Senators, and relevant State agencies to advocate for the necessary funding reforms to safeguard the future of public transit in Chittenden County.

Resolution Relating to

GREEN MOUNTAIN TRANSIT FUNDING AND
SUSTAINABILITY

RESOLUTION 6.3

Sponsor(s): Councilor(s) *Barlow, Bergman, Broderick, Litwin, Shannon, Carpenter, Kane, Grant*
Introduced: 3/10/2025
Referred to: _____

Action: Adopted
Date: 3/10/2025
Signed by Mayor: 03/14/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five

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23 diminish long-term funding sustainability for GMT overall; 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 State of Vermont's standard contribution of \$2 million to GMT has not increased since Fiscal Year 2014, while municipal contributions have increased by over 50% during the same time frame, demonstrating the state's decreased share of funding from 16% of revenue to 10%; and

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* * * * *

DISTRIBUTION:

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

ORIGINAL

RESOLUTION RELATING TO

GREEN MOUNTAIN TRANSIT FUNDING
AND SUSTAINABILITY

Adopted by the City Council

MARCH 10....., 20 25.....

[Signature]..... Clerk

Approved....., 20 25.....

[Signature]..... Mayor

Attest:

Vol. Page

* * * * *

Resolution Relating to

**GUARANTEEING ACCESS TO CITY-OWNED
BUILDINGS AND PROGRAMS FOR CITY COUNCILORS**

RESOLUTION _____

Sponsor(s): Councilors Shannon,
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:

1 That WHEREAS, according to the City Charter, the administration of all the fiscal, prudential and
2 municipal affairs of the city, is vested in the Mayor and the City Council jointly; and
3 WHEREAS, the Mayor and City Council are co-equal branches of government in Burlington; and
4 WHEREAS, it is essential that the Mayor and City Councilors be provided access to City Buildings
5 and City Programs, and that reasonable processes be set in place to allow that access in order to for Councilors
6 to meet their fiduciary responsibilities, make informed policy decisions and assure programs are run according
7 to applicable policies, contracts, and laws; and
8 WHEREAS, the City of Burlington recognizes the importance of transparency and public oversight in
9 the operation of city-owned properties and city run programs, particularly those involving our community’s
10 most vulnerable residents; and
11 WHEREAS, the Mayor has established a policy which denies City Councilors all access to the Miller
12 Center Emergency Shelter Program while in operation, without consent of the City Council; and
13 NOW, THEREFORE, BE IT RESOLVED that the City Council respectfully requests the Mayor, in
14 collaboration with the City Council President, provide a process whereby City Councilors can visit and
15 observe any City program, including emergency shelters ~~and overdose prevention sites (when implemented)~~,
16 while in operation; and
17 BE IT FURTHER RESOLVED, the process for visitation and observation may include:
18 • A requirement for advance notice which shall not exceed 72 hours;
19 • Appropriate paperwork and confidentiality agreements;
20 • Reasonable limits on the amount of staff time allotted to such visits;
21 • Reasonable limits on the number of councilors who can be accommodated at one time or within a
22 designated time period;
23 • Authority of the Council President to help determine how councilor requests can be
24 accommodated;

- Assurances that visitations will respect the privacy and dignity of individuals utilizing such services, and shall be conducted in accordance with all relevant state and federal laws protecting individual rights;
- Protection of Individually Identifiable Information while providing full access to both sites and documents about City run programs and operations; and

~~BE IT FURTHER RESOLVED that the Mayor and Council President will provide such guidelines specifically for visitation to the Miller Center Emergency Shelter, by March 17, and shall immediately end the prohibition on Councilors' ability to observe the shelter while in operation.~~

BE IT FURTHER RESOLVED, that the Mayor and Council President shall bring forward a recommendation to the Council for general oversight of City run Emergency Shelters, and similar programs, that will provide a body for members of the public to bring either informal or formal complaints; and

BE IT FURTHER RESOLVED, if the Mayor and Council President cannot reach agreement on recommendations, the Council President's recommendations shall be brought forward to the Council; and

BE IT FURTHER RESOLVED, the Mayor and Council President shall bring forward their recommendations by the second meeting of the new City Council after Organization Day on April 7, 2025; and

BE IT FURTHER RESOLVED, after the Mayor and Council President bring their recommendations to the City Council there should be a formal adoption process by the City Council and opportunity to discuss, amend, and vote to formally adopt recommendations.

EL/JS/Resolutions 2025/*Guaranteeing Access to City-Owned Buildings and Programs for City Councilors*
3/10/25

Resolution Relating to

**GUARANTEEING ACCESS TO CITY-OWNED
BUILDINGS AND PROGRAMS FOR CITY COUNCILORS**

RESOLUTION_____

Sponsor(s): Councilors Shannon,
Litwin
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....
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5 and City Programs, and that reasonable processes be set in place to allow that access in order to for Councilors
6 to meet their fiduciary responsibilities, make informed policy decisions and assure programs are run according
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EL/JS/Resolutions 2025/*Guaranteeing Access to City-Owned Buildings and Programs for City Councilors*
3/10/25



City of Burlington
Department of Public Works
Division of Parking and Traffic
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
802.863.0466 F
802.863.0450 TTY
www.burlingtonvt.gov

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Date: March 10, 2025

To: Board of Finance
City Council

From: Chapin Spencer, Director of Public Works
Jackie Esperti, Division Director for Parking and Traffic

Subject: Parking Garage Security Contract
Extension through FY25

REQUEST

The Department of Public Works (DPW) seeks Board of Finance approval and recommendation to the City Council to extend the existing contract with Green Mountain Concert Services for security services in the Marketplace and Downtown Garage through FY25 and into the beginning of FY26 for an additional \$115,000 resulting in a total expenditure of \$395,000 including the original amount of \$280,000 in FY24 and FY25. This extension would be valid through September 30, 2025 to allow time for a new request for proposals for these services.

BACKGROUND:

In May of 2023, bids were solicited for security services in the Parking Garages; and the award of the contract approved by City Council and Board of Finance in August of 2023. The contract was awarded to Green Mountain Concert Services (GMCS) in September 2023. Although the contract is now expired, we have continued work with GMCS with the approval of the CAO and in good faith at a labor rate of \$36/hour, the same rate that was originally approved by this board in 2023.

We are currently using GMCS security guards from 1530-2330 in the Marketplace garage tower, and 2300-0700 overnight shift circulating between both city owned garages. We continue to adapt to antisocial behaviors as much as possible and therefore will change these shifts as needed. Additionally, we have contracted with the Chittenden County Sheriff, who works approximately 4 hours per day Monday-Friday.

Security guards are a very important component of our overall approach to security and safety that also includes:

- 1) Publicly displayed security camera monitors
- 2) Increased presence of staff in and around garage public spaces

An Equal Opportunity Employer
This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).

- 3) Repair/replacement of security cameras
- 4) Increased lighting
- 5) Upgraded lighting (brightness and motion sensor)
- 6) Quarterly security meetings with the Hotels
- 7) Coordination with hotel security contractors
- 8) Participation in the weekly Safety and Security Meeting hosted by CSM
- 9) Improved fencing and general physical security
- 10) Aggressive Graffiti Control

BUDGET IMPLICATIONS

Of the \$115,000, we expect to spend \$65,000 in FY25, and the remaining \$50,000 in FY26 from July 1 through September 30, 2025. Current FY to date, Parking Facilities Budget 265 has spent just over \$100,000 on security services.

NEXT STEPS

This extension gives us time to look into the possibility of a larger city-wide contract for our collective security needs. Should the city not decide on a collective RFP, DPW will start our own RFP process in April of 2025.

MOTIONS

Board of Finance:

To approve and recommend that City Council authorize the Director of Public Works to execute an amendment to the FY24-25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's Office and approval by the Chief Administrative Office for compliance with the City's procurement and expenditure policies.

City Council:

To authorize the Director of Public Works to execute an amendment to the FY24-FY25 contract with Green Mountain Concert Services for security services at the Marketplace Garage and Downtown Garage, extending the contract through September 30, 2025 for up to an additional \$115,000 in authorized expenditure, for a total authorized contract value not to exceed \$395,000, subject to review and approval by the City Attorney's Office and approval by the Chief Administrative Office for compliance with the City's procurement and expenditure policies.

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN GREEN MOUNTAIN
CONCERT SERVICES, INC. AND THE CITY OF BURLINGTON REGARDING
PARKING FACILITIES SECURITY CONTRACT**

This first amendment to the Agreement between Green Mountain Concert Services, Inc. (GMCS) and The City of Burlington regarding The Parking Facilities Security Contract (the “First Amendment”) is made and entered into as of this date 2/5/25 by and between the City of Burlington, a Vermont municipal corporation (“City”), and the Green Mountain Concert Services, Inc. (“Contractor”) (collectively, “the parties”).

Background

- A. The parties entered into that certain agreement, dated as of February 7th 2024 (the “Agreement”) in order to obtain security services for Burlington’s parking facilities.
- B. The parties agreed to the contractor providing security services in the Downtown and Marketplace parking facilities in Burlington, Vermont.
- C. The parties desire to enter into this First Amendment in order to:
 - 1) Extend the Parking Facilities Security Contract.

NOW THEREFORE, in consideration of the Background described above and other good and valuable consideration, IT IS AGREED by and between the City and Green Mountain Concert Services, Inc. as follows:

- 1. The parking Facilities Contract is hereby extended to September 30th 2025.
- 2. **Maximum Limiting Amount.** The total amount that may be paid to the Contractor for all services and expenses under this Contract shall not exceed the maximum limiting amount of \$280,000 plus the amendment amount of \$115,000 for a total maximum limiting amount of \$395,000. The City shall not be liable to Contractor for any amount exceeding the maximum limiting amount without duly authorized written approval.
- 3. A new Attachment H named First Amendment will be added after Attachment G and will be adopted by reference and made part of this Agreement.
- 4. Except as specifically amended by the terms of this First Amendment, the Agreement remains in full force and effect. Unless specifically defined in this First Amendment, all terms shall have the meanings contained in the Agreement.

IN WITNESS WHEREOF, this First Amendment is executed as of the day and date first above written.

CITY OF BURLINGTON, VERMONT

By:

Chapin Spencer, Director
Duly Authorized Agent

**GREEN MOUNTAIN CONCERT SERVICES,
INC.**

By:



Duly Authorized Agent
Paul G. Young Regional Manager
(Print Name and Position)

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN GREEN MOUNTAIN
CONCERT SERVICES, INC. AND THE CITY OF BURLINGTON REGARDING
PARKING FACILITIES SECURITY CONTRACT**

This first amendment to the Agreement between Green Mountain Concert Services, Inc. (GMCS) and The City of Burlington regarding The Parking Facilities Security Contract (the "First Amendment") is made and entered into as of this date 2/5/25 by and between the City of Burlington, a Vermont municipal corporation ("City"), and the Green Mountain Concert Services, Inc. ("Contractor") (collectively, "the parties").

Background

- A. The parties entered into that certain agreement, dated as of February 7th 2024 (the "Agreement") in order to obtain security services for Burlington's parking facilities.
- B. The parties agreed to the contractor providing security services in the Downtown and Marketplace parking facilities in Burlington, Vermont.
- C. The parties desire to enter into this First Amendment in order to:
 - 1) Extend the Parking Facilities Security Contract.

NOW THEREFORE, in consideration of the Background described above and other good and valuable consideration, IT IS AGREED by and between the City and Green Mountain Concert Services, Inc. as follows:

- 1. The parking Facilities Contract is hereby extended to September 30th 2025.
- 2. **Maximum Limiting Amount.** The total amount that may be paid to the Contractor for all services and expenses under this Contract shall not exceed the maximum limiting amount of \$280,000 plus the amendment amount of \$115,000 for a total maximum limiting amount of \$395,000. The City shall not be liable to Contractor for any amount exceeding the maximum limiting amount without duly authorized written approval.
- 3. A new Attachment H named First Amendment will be added after Attachment G and will be adopted by reference and made part of this Agreement.
- 4. Except as specifically amended by the terms of this First Amendment, the Agreement remains in full force and effect. Unless specifically defined in this First Amendment, all terms shall have the meanings contained in the Agreement.

IN WITNESS WHEREOF, this First Amendment is executed as of the day and date first above written.

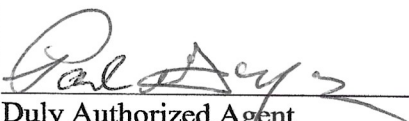
CITY OF BURLINGTON, VERMONT

By:

Chapin Spencer, Director
Duly Authorized Agent

**GREEN MOUNTAIN CONCERT SERVICES,
INC.**

By:



Duly Authorized Agent

PAUL G. Young Regional Manager
(Print Name and Position)

Board of Finance and City Council Submission Checklist

Department: DPW – Parking and Traffic Submitter: Jackie Esperti

Title/Subject: Security Contract Extension

	Approval:	Meeting Date:
☒	Board of Finance	3/10/2025
☒	City Council	3/10/2025
☐	Concurrent	Click or tap to enter a date.

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	2/14/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	3/5/2025	Joe Magee
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	Yes	2/14/2025	Erik Ramakrishnan
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Yes	3/6/2025	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?	Yes	Click or tap here to enter text.
Additional Materials, if necessary	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	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.