



Board of Finance

Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

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1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural
Recommended Action	open the Public Forum close the Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated

Subject	3.2. June 23, 2025 Board of Finance Meeting Minutes - C/T
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes

Subject	3.3. June 25, 2025 Special Board of Finance Meeting Minutes - C/T
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes

4. Deliberative Agenda

Subject	4.1. Authorization to accept grant funds for the operation of the Elmwood Emergency Shelter Community-Housing Opportunity Grant Program SFY 2026 \$1,326,555 - CEDO
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category	4. Deliberative Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action
Recommended Action	to approve and recommend that the City Council approve the acceptance of SFY 2026 grant funds in the amount of \$1,326,555 from the State of Vermont Housing and Opportunities Program for the operations of the Elmwood Emergency Shelter Community and authorize the Chief of Staff to execute all contracts and documents necessary to accept the funding through the period of July 1, 2025 – June 30, 2026, including retroactive approval for the period of July 1st to July 14, 2025, subject to the final review and approval of the City Attorney’s Office
Subject	4.2. Authorization To Submit 2025 Burlington One-Year Action Plan - CEDO
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action Resolution
Recommended Action	to approve and recommend that the City Council approve the attached resolution relating to the Authorization to submit the 2025 Burlington One-Year Action Plan and direct the Mayor or her designee to sign the accompanying documents for submittal to HUD
Subject	4.3. Authorization of Improvement Bonds for FY26 - C/T
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Resolution
Recommended Action	to approve and recommend that the City Council approve the proposed resolution providing authorization of improvement bonds for FY26
Subject	4.4. Security Services for City Hall - HR
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Human Resources
Type	Action

Recommended Action	to approve and recommend that the City Council exercise the City's first one-year renewal option under its service agreement with Chocolate Thunder for City Hall security services, for an amount not to exceed \$200,000
Subject	4.5. Troy Hughes Reclassification - I&T
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Innovation & Technology
Type	Action
Recommended Action	to approve and recommend that the City Council: (1) Reclassify Troy Hughes from the Help Desk Technician position at the Burlington Police Department to the Technology Support Specialist in Innovation & Technology at the City of Burlington
Subject	4.6. Impact Fee Request for \$200,000 towards Library Preservation Project for the 1904 building (Preservation Project) - Library
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Fletcher Free Library
Type	Action
Recommended Action	1. To approve and recommend that the City Council authorize the use of \$200,000 from Impact Fees in support of the FFL Preservation Project at 235 College Street. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to take all such further actions, including by taking any necessary steps to ensure the creation of the project budget reflecting the use Impact Fees, and to execute such further instruments approved as to form by the City Attorney, as may be necessary or convenient to effectuate the transactions contemplated hereby.
Subject	4.7. Water Resources Water Personnel Reorganization - Various - DPW/Water Resources
Meeting	July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	1. To approve and to recommend that City Council approve the: <input type="checkbox"/> Reclassification of the Senior Water Plant Mechanic, a Regular, Full-time, Non-Exempt, AFSCME, Grade 18 position to Senior Water Plant Mechanic, a Regular, Full-time, Non-Exempt, AFSCME, Grade 19 position. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to approve budget neutral amendments to the FY26 Water budgets to move

budgeted amounts from Salaries and Wages Total Compensation Contingency lines 460-19-400-000.5000_910 to the appropriate personnel lines as needed to implement the above actions.

Subject **4.8. Budget Amendment Authorization - Champlain Parkway Project Initial Construction Contract - DPW**

Meeting July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action 1. To approve and recommend the City Council authorize the Chief Administrative Officer (or their designee) execute a neutral Champlain Parkway project budget amendment to modify and correct project revenues, and further approve and authorize the Chief Administrative Officer (or their designee) to execute necessary transfers in furtherance of the neutral project budget adjustment.

Subject **4.9. FY26 Vehicle Purchase Recommendation - Fleet Committee**

Meeting July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action 1. To approve and recommend the City Council approve the proposed FY26 Fleet Purchasing List as detailed in Attachment A vehicle replacement list and authorize the Director of the Department of Public Works to purchase the vehicles listed therein, for a total authorized expenditure in an amount not to exceed \$3,771,000.
2. To approve and recommend that the City Council authorize the Director of the Department of Public Works or designee to dispose of the FY26 replaced vehicles/equipment through any of the following means, as they shall in their reasonable judgement determine to be in the City's best interest, and to take such further actions and execute such further instruments approved as to form by the City attorney as may be necessary or convenient to effectuate the transactions contemplated hereby; auction the vehicles/equipment through any of various online public auctions; by trade-in where vehicle/equipment is being purchased; or, if the vehicle is of no value to the vendor, Fleet Maintenance will have the vehicle/equipment, hauled away for scrap at the current market price.

5. Adjournment

Subject **5.1. Motion to adjourn**

Meeting July 14, 2025 - Board of Finance Meeting - Monday, July 14, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 5. Adjournment

Department Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn