



Board of Finance

Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

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1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 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	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 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. August 4, 2025 Board of Finance Meeting Minutes - CT
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	3.3. Request to accept and execute up to six (6) Office of Local Defense Community Cooperation (OLDCC) Grants for the Home Construction Improvements designed in the Residential Sound Insulation Project (RSIP) program - Airport
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Director of Aviation to accept and execute up to six (6) grants from the Office of Local Defense Community Cooperation totaling up to \$9,000,000.00 for construction improvement in conjunction with the Airport Residential Sound Insulation Program, subject to review and approval of the City Attorney's Office

Subject	3.4. Request to execute a lease agreement with the General Services Administration (GSA) for Transportation Security Administration (TSA) office space - Airport
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute the lease with General Service Administration at the Patrick Leahy Burlington International Airport, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby
Subject	3.5. Authorization For Up To <u>\$518,600</u> Step II Loan From Vermont Clean Water Revolving Fund, For An Engineering Contract With Wright Pierce For Up To <u>\$70,000</u> And For An Amended Engineering Contract With Stantec For An Additional Amount Up To <u>\$50,000</u> For The Upsized Sewer On Cherry Street Project - DPW/Water Resources
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Public Works Department - Water Resources
Type	Resolution Action (Consent)
Recommended Action	to approve and recommend that the City Council adopt the attached resolution authorizing a Step II amended loan from the Vermont Clean Water State Revolving fund in a principal amount not to exceed \$518,600, an amended contract with Stantec for an additional amount up to \$50,000, and an up to \$70,000 contract with Wright Pierce for the Upsized Sewer on Cherry Street project as more specifically set forth in the attached resolution
Subject	3.6. City Hall BCA Campus Third Floor HVAC Project - BPRW
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve and authorize the execution of a contract with Energy Efficient Investments, Inc., for a price not to exceed \$462,275 for the City Hall BCA Campus Third Floor HVAC Project, plus a project contingency of \$46,000 (total authorized project expenditure including contingency not to exceed \$508,275), and to authorize Deryk Roach, Interim Co Director of Parks, Recreation and

Waterfront, to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office

4. Deliberative Agenda

Subject	4.1. Reclassification of one (1) existing position within Parks, Recreation & Waterfront - BPRW
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	to approve and authorize the reclassification of the Marina Manager & Deputy Harbormaster position, a Regular, Full-time, Exempt, Non-Union, Grade 18, position to a Regular, Full-time, Exempt, Non-Union, Grade 20, position in the Department of Parks, Recreation, and Waterfront
Subject	4.2. Reclassification of the position: Deputy Director of Aviation - Business and Strategic Development (Previously the Deputy Director of Aviation Administration) - Airport
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Airport
Type	Action
Recommended Action	to approve and recommend that the City Council approve the reclassification of the position of "Deputy Director of Aviation – Business and Strategic Development" to a grade 27
Subject	4.3. Waterfront Tax Increment Financing (TIF) District Audit - Authorization for State Education Fund Payment - CT
Meeting	August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Chief Administrative Officer to take all necessary or convenient steps to ensure the repayment of the State Education Fund in the total amount of \$197,510 from the City's Unassigned Fund Balance, to resolve the underpayment issues noted in the State's WTF TIF District Audit
Subject	4.4. Approving The Pledging Of The Credit Of The City In Anticipation Of The Receipt Of Revenue From The Traffic Division Of The Public Works Department - CT

Meeting August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 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 waive the reading and to adopt the proposed resolution approving the renewal of an existing revenue anticipation note for the Parking Facilities Fund, in an amount not to exceed \$2.5 Million and with an interest rate not to exceed 7.5%

Subject 4.5. Ratification Of Tentative Agreement And Authorization To Execute Collective Bargaining Agreement Between The City of Burlington And FOP BPOA #021 (July 1, 2025 - June 30, 2028) - HR

Meeting August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Human Resources

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

5. Adjournment

Subject 5.1. Motion to adjourn

Meeting August 25, 2025 - Board of Finance Meeting - Monday, August 25, 2025, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 5. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn