



City Council

Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

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1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 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 5.1. Accountability List - DFA and place it on the Deliberative Agenda as item 6.4. (per City Council President Traverse per Councilor Litwin) ; add to the consent agenda item 5.18 Indoor Special Event Entertainment Permit Application (one day only): SEABA Center, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, reception and fundraiser

2. Executive Sessions (45 mins.)

Subject	2.1. A. Financial relief to small businesses re municipal construction; B. Threatened litigation regarding an election matter; and C. City of Camden et al v. 3M Company, 2:23-cv-03147.
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Executive Sessions (45 mins.)
Department	City Attorney
Type	Action Procedural
Recommended Action	1. To make a specific finding that premature general public knowledge of confidential attorney-client communications made for purposes of providing professional legal services to the City Council would clearly place the City at a substantial disadvantage by discussing privileged matters and attorney work product in public; and 2. To move into executive session based upon the foregoing specific finding, pursuant to 1 V.S.A. § 313(a)(1)(F), to confer with the City Attorney regarding: a. Financial relief to small businesses in relation to municipal construction, to include the members of the City Council, the City Attorney and her staff, the Mayor and her staff, the Chief Administrative Officer and her staff, the CEDO Director and her staff, and the DPW Director and his staff; and b. Threatened litigation regarding an election matter, to include members of the City Council, the City Attorney and her staff, the Mayor and her staff, and the Chief Administrative Officer and her staff c. Issues relevant to certain class action litigation, to include members of the City Council, the City Attorney and her staff, the Mayor and her staff, the Chief Administrative Officer and her staff, and the Water Resources Director.

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

Subject	3.1. Verbal Comments
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

4. Mayor - General City Affairs (up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (up to 10 mins.)

Department Council and Board

Type Information

5. Consent Agenda

Subject **5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 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 (as amended) and take the actions indicated

Subject **5.2. Accountability List - DFA **NOW AGENDA ITEM 6.4.****

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

Subject **5.3. Tobacco and Tobacco Substitute Endorsement License Renewals (2025-2026): Jolley #526 (Stewart's Shops)**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)

Recommended Action approve the 2025-2026 Tobacco and Tobacco Substitute Endorsement License Renewals for Jolley #526 (Stewart's Shops)

Subject **5.4. Designation of Municipal Enforcement Officers - Attorney's Office**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department	City Attorney
Type	Action (Consent)
Recommended Action	to approve the designation of municipal enforcement officers as shown on the attached designation form for purposes of enforcing Chapter 27 of the Burlington Code of Ordinances, subject to the City's existing policies respecting sheltering on public lands
Subject	5.5. Communication: UVM Student Tenant Union re: 10/21/25 City Council Public Forum Comments
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Communication Information
Recommended Action	waive the reading and place the communication on file
Subject	5.6. Communication: Scott Lowe, Paralegal/Community Advocate, re: Potential Impacts of Proposed Homestead Exemption and Tax Rate Inflator on Renters and Broader Municipal Equity
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	5.7. Memorandum of Understanding (MoU) between the Friends of the Fletcher Free Library (Friends) and the Fletcher Free Library-City of Burlington - Library
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Fletcher Free Library
Type	Action (Consent)
Recommended Action	to approve and authorize the Director of the Fletcher Free Library to execute the Capital Campaign Memorandum of Understanding with the Friends of the Fletcher Free Library subject to review and approval of the City's Attorney
Subject	5.8. Church Street Marketplace - 62 Church Street Storefront - Authorization to Award Lease

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Church St. Marketplace

Type Action (Consent)

Recommended Action to authorize the Mayor to execute a three-year lease with Olive & Ollie LLC for retail operations in the 62 Church Street property, subject to final review and approval by the City Attorney's Office

Subject 5.9. Burlington Harbor Marina: Dredging Maintenance Project: Procurement and Contracting - Parks, Recreation and Waterfront

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action 1. To authorize BPRW to use the Request for Price Quotation (RFPQ) procedure, as recommended by the City Attorney's Office, to obtain proposals from qualified and responsible bids for the Burlington Harbor Dredging Project.
2. To authorize Sophie Sauvé, Interim Parks, Recreation and Waterfront Co-Director, to award and execute a contract and any related documents needed to carry out the project, subject to the review and approval of the City Attorney, with the selected vendor for an amount not to exceed \$625,000 for one or both phases of the project

Subject 5.10. May 2025 Local Control and City Council Meeting Minutes - DFA

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

Subject 5.11. June 2025 City Council With Mayor Presiding, City Council, Local Cannabis Control Commission and Local Control Commission Meeting Minutes - DFA

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	5.12. July 2025 Local Cannabis Control Commission, Local Control Commission and City Council Meeting Minutes - DFA
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	5.13. August 2025 Local Control Commission, City Council and City Council With Mayor Presiding Meeting Minutes - LO
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	5.14. September 2025 Local Control Commission and City Council Meeting Minutes - DFA
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	5.15. October 2025 Local Control Commission, Local Cannabis Control Commission, City Council With Mayor Presiding and City Council Meeting Minutes - DFA

Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	5.16. Regular Schedule of Meetings of the Board of Finance and City Council through August 24, 2026 - DFA
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Information
Recommended Action	to approve the above list of meetings through August 24, 2026
Subject	5.17. FIO Documents
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent) Communication Information
Recommended Action	for information only
Subject	5.18. Special Event Indoor Entertainment Permit Application (one day only): SEABA, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, art reception and fundraiser
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent)
Recommended Action	ratify the one day only special event indoor entertainment permit application for SEABA, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, art reception and fundraiser

6. Deliberative Agenda

Subject	6.1. Director of Parks, Recreation and Waterfront Appointment - Mayor (15 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office
Type	Action
Recommended Action	move to confirm the appointment of Phil Lewis to the position of Director of the Department of Parks, Recreation, and Waterfront

Subject	6.2. Proposed Changes to BED Miscellaneous Service Fees - Electric (15 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	<u>UPDATED MOTION LANGUAGE:</u> To approve and authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting changes in Burlington Electric Department's Miscellaneous Service Fees as proposed, <u>provided BED will request of the PUC that these changes take effect no earlier than March 31, 2026.</u> <u>ORIGINAL MOTION LANGUAGE:</u> to approve and authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting changes in Burlington Electric Department's Miscellaneous Service Fees as proposed

Subject	6.3. Resolution: Strengthening The Relationship Between The City Administration, City Council, And Neighborhood Planning Assemblies (NPAS)(CDNR Committee)(20 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 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. Accountability List - DFA **was consent agenda item 5.2.**
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Department of Finance and Administration
Type	Action Communication Information
Recommended Action	waive the reading, accept the communication and place it on file

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Committee Reports
Department	Council and Board
Type	Information

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

Subject	8.1. Verbal reports
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

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

Subject	9.1. Verbal reports
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10. Adjournment

Subject	10.1. Motion to adjourn
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board
Type	Procedural Action
Recommended Action	Motion to adjourn

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information



Office of Mayor Emma Mulvaney-Stanak

MEMORANDUM

To: Board of Finance and City Council
From: Mayor Emma Mulvaney-Stanak
CC: Katherine Schad, CAO
Date: November 3, 2025
Re: FY25 Budget Results

I am presenting a FY25 Budget Results Memo to report on the close out of the last fiscal year, to offer updates and observations on assumptions built into the FY25 budget upon its adoption in June 2024, and to assist the City in clearly documenting the outcomes to ensure transparency, consistency, and accountability.

Recap of FY25 Budget

I presented, and the City Council unanimously passed, a balanced budget for FY25 that prioritized community safety, affordability for residents, and the sustainability of city operations. The budget moved away from an over-reliance on one-time funds for ongoing needs and modestly grew by 7% compared to 7.3% in FY23 and 9.1% in FY24. This budget began to move the City in the right direction to address its financial challenges, but chronic structural issues within our city budget cannot be solved in one or even a few budget cycles.

As we reported in our presentation of the FY25 budget, several factors contributed to the \$14.2 million budget gap we identified when building the budget, including the drying up of one-time, COVID-19-related federal funding, the unsustainable use of the City's fund balance (also one-time money), and less money available in our capital budget that could be used for capital-related salaries. Notably, these factors occurred within the context of continually rising personnel and operational costs due to cost-of-living adjustments, increased healthcare costs, the growth in the size of our city government, and inflation. Additionally, due to timing and inaccurate assumptions about the City's fee schedules, we were unable to implement most of the recommendations from two consultant studies (Operational Efficiency Study and User Fee Study), which together proposed approximately \$4 million in additional savings and/or new revenue for the City.

We know that these kinds of budget pressures will persist into future fiscal years and thus require action. In coordination with the FY25's budget process, we began work over the last year to right-size and modernize our city government. After examining the Operational Efficiency Study over the summer and 1 fall of 2024, we created the ModernGov Initiative. ModernGov led to several reorganizations of city departments to begin identifying which services are essential for the City to provide, how we can do this

sustainably from a city budget perspective, and how we can provide these services to the best of our ability. We also examined the User Fee Study to inform city departments on where we are undercharging for services and need to increase fees and/or implement more equity-based fee structures. We gathered department heads and senior staff who oversee budgets for the first city Budget Summit in August 2024 to review the budget building process, identify ways to improve our system and procedures, and discuss longer-term budgeting policies like multi-year budgeting and participatory and equity-based budgeting models. The conversations at the Summit informed initial concepts on how to build more affordable budgeting and tax systems that we will be able to build upon in the coming years.

Preliminary Financial Results

The City’s preliminary FY25 results indicate that the City is closing the fiscal year with a small general fund surplus, with potential for a greater surplus. This provides reassurance that Burlington’s fiscal position remains stable, which was underscored by this month’s upgrade to the City’s rating by Moody’s.

Initial FY25 financial results were presented to the Board of Finance in September 2025 and can be found [here](#), subject to final reconciliations and audit adjustments. Final financial results for FY25 will be available in early 2026 once the City’s independent auditors have completed their work and will be posted on the website [here](#). While overall budget performance was strong, we note that not all departments were able to meet their revenue budgets; this was balanced on the expense side by some departments that were significantly under budget. This trend started during the pandemic, and we will continue working to reverse it with closer monitoring by the Department of Finance and Administration and ongoing budget education and engagement with department heads and the Board of Finance.

The table below outlines the decisions we made within the FY25 budget and the outcomes as of the close of FY25 on June 30, 2025. These decisions (in the first column) were based on information we had as of June 2024, and the outcomes (in the second column) can and should be used to help inform the FY27 budget process.

FY25 Budget - Decisions and Outcomes	
Decisions as of 06/30/24	Outcomes as of 06/30/25
Budget Investments	
Invest in BPD and BFD to support personnel growth and to meet first responder needs within our community. <i>Note: These are the only two departments allowed to increase their budgets for FY25.</i>	Spent \$1.2M of the additional \$2.47M budgeted for Police. Hired 5/10 new officers with a limited applicant pool and 5 more CSOs. Spent \$96K towards recruitment and retention.
Propose \$2.47M more for Police to help hire 10 new officers and 5 more CSOs, and \$100K more for recruitment and retention.	Spent \$165K on BTV CARES, which reflects delays in the hiring process that didn’t allow staffing of the program until late in the fiscal year.
Invest \$344K to fund and commence the BTV CARES program with a preexisting state grant.	Spent \$1M of the additional \$1.4M budgeted for Fire due to higher-than-expected turnover. Hired 3 new fire fighters and spent \$133K in overtime to maintain the department’s Community Response

FY25 Budget - Decisions and Outcomes	
Decisions as of 06/30/24	Outcomes as of 06/30/25
Budget Investments	
Propose \$1.4M more for Fire to fully staff fire fighters and to fully fund CRT for the year. Utilize 2 cents of the 3 cents authorized by voters for the public safety tax.	Team. Utilized 2 cents of the public safety tax, noting that, per charter, it can only be used for traditional police and fire services, not mental health crisis work or other community safety needs.
Invest \$500K in additional funding for private security services.	Spent \$339K in additional security funding from private services.
Invest \$150k in hiring more security and an in-house social worker at Fletcher Free Library.	Spent \$155K to hire the security and in-house social worker.
Create a new temporary position for a Senior Advisor on Community Safety.	Filled and staffed the position in the Mayor's Office.
Increases in Taxes and Fees and Revenue Changes	
Increase the hotel-motel tax from 2% to 4%, and the non-lodging gross receipts tax from 2% to 2.5%. Propose the non-lodging tax increase to sunset at the end of this fiscal year; the hotel tax did not sunset. City to track gross receipts revenues and report monthly to the Board of Finance. <i>Note: This decision was expected to raise an additional \$2.4M or \$6.8M in total.</i>	<i>Gross receipts came in under the budgeted amounts by \$461K or 6%. Many economic factors contributed to this that were beyond Burlington's control, including the federal government's tariff policy with Canada and political attacks that negatively affected Canadian tourist travel, increased costs due to inflation, and continued trends to buy goods and services on-line rather than in-person/locally. Our ongoing challenges with downtown safety concerns may have also contributed to reduced foot traffic.</i> <i>DFA did track and report regular reports to BOF throughout the year.</i> <i>Note: When building the FY26 budget, it was determined that sunseting the non-lodging gross receipts would create an even bigger structural budget gap given the trends in overall gross receipts figures, so it was determined by City Council and the Mayor to extend the 0.5% increase an additional year. We included a moderate gross receipt assumption in the FY26 budget by reducing \$100K over FY25.</i>

FY25 Budget - Decisions and Outcomes	
Decisions as of 06/30/24	Outcomes as of 06/30/25
Budget Investments	
Increase fees in Fire, BCA, and BPRW departments per User Fee Report to raise an additional ~\$650K (Fire = \$289K, BCA = \$150K, Parks = \$219K).	Fire met and exceeded budget by \$190K. BCA did not meet revenue budget overall. Parks met and exceeded budget by \$78K.
Use \$256K in opioid settlement funds.	Spent \$180K of the budgeted \$256k for the CRT program, as this was all that was needed to run the program.
Negotiate \$690k in additional revenue from PILOT agreements.	Unable to negotiate new voluntary PILOT agreements because this is much more time consuming and difficult than expected. We settled a UVMMC MOU in the last year.
Increase CT revenue by \$600K.	Exceeded due to bond premiums coming in ahead, making up for shortfalls in other categories.
Budget Savings	
Institute a vacancy freeze of 18 positions across city departments to provide a one-year savings of approximately \$1 million.	Froze all 18 of these positions as planned, saving the City about \$1M. Of these 18 frozen positions, 7 are police officer positions that the City still intends to hire. At the start of FY25, there were 17 open officer positions, and former Chief Murad determined that it was only realistic to try to hire and budget for 10 new officers per year. Of the remaining 11 frozen positions, 6 of those were REIB positions. REIB spent several months in the summer and fall of 2025 clarifying the purpose of the office and restructuring an office of 9 people in FY24 to an office of 5 FTEs as proposed in FY26, ultimately eliminating 4 of the 6 frozen positions. <i>Note: REIB was designed to rely on one-time funds, and over FY21-24 used \$2.8M of ARPA and other one-time funds rather than using ongoing locally generated funding (general fund). This required significant review on how to sustain the department's important work when these funds ended after FY24.</i>

FY25 Budget - Decisions and Outcomes	
Decisions as of 06/30/24	Outcomes as of 06/30/25
Budget Investments	
Request all other city departments besides Police and Fire to reduce their budgets.	Out of 15 general fund departments, 7 reduced their budgets from FY24 to FY25.
Cut \$900k in operating expenses from various programs.	Cut about \$950k in non-staff expenses from the FY25 budget, primarily from REIB (\$450K), BCA (\$250K), and CEDO (\$250K).
Design and offer an early retirement program.	Did not offer this in FY25 due to uncertainty regarding financial outcomes.
Use \$500k of capital money to pay for capital salaries.	Used \$519K of capital money to pay for capital work in CT, DPW, and Parks.

IACP Police Chief Surveys



English



French



Spanish



Maay Maay



Nepali



Vietnamese



Swahili



Kirundi



Burmese



Arabic



Office of Mayor Emma Mulvaney-Stanak

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

MEMORANDUM

To: City Council
From: Mayor Emma Mulvaney-Stanak
Date: November 3, 2025
Re: Mayor's Update to City Council

Please find below a written summary of the Mayor's Updates to City Council for November 3, 2025.

Staffing Updates

Mayor's Office Staff Transitions: In October, we saw the departures of three City staff: Sarah Russell, the City's Special Assistant to End Homelessness, who is taking on a new role at a local non-profit; Ingrid Jonas, the Mayor's Senior Advisor on Community Safety, who completed her work with the City; and Joe Magee, the Mayor's Deputy Chief of Staff, who is taking a much-needed break after many years of public service. I am profoundly grateful for Joe, Ingrid, and Sarah for their dedication, passion, and countless contributions to the City of Burlington. I'm also excited to welcome my new Deputy Chief of Staff, Jen Monroe Zakaras. Jen is a Burlington resident, public health researcher, and former City Council candidate.

Appointment of REIB Director: On September 29, the City Council confirmed the appointment of Kelli Perkins, Ed.D., to serve as the next Director of the Office of Racial Equity, Inclusion & Belonging (REIB). I am proud to have Dr. Perkins join the City of Burlington as the next REIB Director. Her skills and experience will be crucial to developing a strategic direction for REIB and to broadening the City's reach to engage underserved and marginalized members of our community. Dr. Perkins has 20 years of professional experience at the intersection of educational administration, DEI, and human resources, most recently serving as the Human Resources and Justice, Equity, Diversity and Inclusion (JEDI) Director for Vital Communities, an Upper Valley nonprofit. She earned her Doctor of Education from Northeastern University, as well as a Master of Science in Adult Education from North Carolina Agricultural & Technical State University.

Appointment of BPRW Director: Today, the City Council will vote to confirm the appointment of Phil Lewis, CPRE, to the position of Director of Parks, Recreation and Waterfront for the City of Burlington. Mr. Lewis has spent the last 25 years working in the field of parks and recreation, most recently serving as the CEO and General Manager of the Cosumnes Community Services District in Elk Grove, California. During his career, Mr. Lewis has excelled at creating and nurturing solid networks with community organizations, local outreach groups, and neighborhood residents. I am confident he brings the skills, vision, and people skills to grow and nurture the work of this vital department. Mr. Lewis holds a Master's

Degree in Parks, Recreation and Tourism Management from North Carolina State University and a Bachelor's Degree in Public Administration from Eastern Oregon University.

Departure of City Assessor: In late October, Joe Turner left his role as the City's Assessor to return to his home state of North Carolina, where a wonderful professional opportunity came up that he could not turn down. I've appreciated Joe's hard work to help us strengthen coordination between the Assessor's and Clerk Treasurers' Offices, his willingness to bring new innovative thinking to our City, and his leadership to help steward the Tax Fairness Working Group over the last few months. We wish him well in his next endeavor.

CAO Katherine Schad currently is the direct supervisor of the City Assessor per our DFA merger on July 1. As such, she has selected an interim leader for the Assessor's Office, Traci Isham. Traci who oversees collection of property taxes, among other things, has worked closely with the Assessor during her eight years with the City, and before that time she worked in the Assessor's Office in the town of Colchester. We will work together to post for a permanent replacement in the coming weeks. The position remains a Mayoral appointee per charter.

Financial Updates

Moody's Rating Upgrade: On October 23, Burlington received a one-step increase in its credit rating from Moody's Investors Services, which is one of the big three credit ratings agencies in the United States. Specifically, Moody's has upgraded Burlington's issuer and general obligation rating from Aa3 to Aa2 and also upgraded the Water Enterprise rating to Aa2. The outlook for both remains stable. This is the first rating upgrade for the city since 2019, and it's a very big deal – it signals the strong financial health of our City and reflects confidence in our long-term financial stability. Moody's credit opinion highlighted our dedication to developing structurally balanced budgets in recent fiscal years. I am encouraged by Moody's recognition of my administration's commitment to fiscal responsibility, and it's especially uplifting to see the City's hard work to accomplish it rewarded in this way.

FY25 Close Out: I presented, and the City Council unanimously passed, a balanced budget for FY25 that prioritized community safety, affordability for residents, and the sustainability of city operations. The budget moved away from an over-reliance on one-time funds for ongoing needs and modestly grew by 7% compared to 7.3% in FY23 and 9.1% in FY24. This budget began to move the City in the right direction to address its financial challenges. The City's preliminary FY25 results indicate that the City is closing the fiscal year with a small general fund surplus, with potential for a greater surplus. This provides reassurance that Burlington's fiscal position remains stable, which was underscored by this month's upgrade to the City's rating by Moody's.

Tax Fairness Working Group Report: Affordability has been a key priority during my mayorship, and I remain committed to prioritizing equitable budgeting practices and policy changes to ensure that a diverse community of Burlingtonians can live and thrive here. In late 2024, I convened a Tax Fairness Working Group, consisting of financial experts, policy specialists, city councilors, community representatives, and city staff, to explore how to make our tax system 1) more equitable among all taxpayers, 2) more affordable for low- and moderately income people, and 3) more sustainable vis-a-vis the City's revenue-generating system. The Working Group presented a report to the City Council on October 6 with recommendations on these topics, as well as insights into how the City could simplify our splinter taxes and what state tax policy changes might be worth pursuing.

Tax Policy Change Recommendations: My administration is actively exploring two specific recommendations from the Tax Fairness Working Group. One is a universal exemption for the first \$30,000-to-\$50,000 of property value on homestead properties in the City, which would begin addressing inequities in the municipal tax burden on residents and rebalance how we raise revenue from primary residents compared to other types of property. The second recommendation we're exploring is adding an inflator to our general fund tax rate in order to standardize one of our tax rates to create more predictability and consistency in our tax system – something that would be key to addressing our structural budget challenges. My administration is as being responsive to requests for analysis on these two items, especially how to mitigate impacts on renters and balancing the needs of residents and businesses. You will be hearing more from my administration about this in the coming weeks as we engage in extensive community engagement and education around these issues.

Housing Updates

Bloomberg Harvard City Leadership Initiative: A diverse group of City staffers from multiple departments are meeting weekly with members of the Bloomberg-Harvard team to assess the City's housing shortage and devise a strategic approach to positively impact the amount of available housing stock, with a particular focus on the affordable housing stock. This work will be ongoing for at least the coming 9 months.

Expanding Shelter Capacity: There are as many as 300 folks living rough on our streets, and with the winter fast approaching, we feel the urgency of expanding our City's shelter capacity. Burlington needs shelter beds of all kinds – including lower-barrier beds that are needed for many of the folks we see on our streets right now – and the City pledges to be a core ally with our community partners to get more of these opened up. My administration continues to advocate heavily for support at the State level to enable the City to better meet our shelter and housing needs.

COTS Waystation Opening: The Committee on Temporary Shelter (COTS) has opened its new and expanded Waystation at 58 Pearl Street, which provides 56 year-round shelter beds for adults in Burlington. I want to acknowledge the strong collaboration between my administration, City staff, and COTS to make this happen – taking advantage of this incredible opportunity of an open federal building to enhance and expand a core community program – and at a time when we need it more than ever.

Community Safety Updates

OPC Community Event: On Thursday, November 6th, from 6:00–7:30 PM, the City of Burlington and Vermonters for Criminal Justice Reform (VCJR) are hosting a free educational webinar: Overdose Prevention Centers: Evidence, Impact & Community Dialogue. This event kicks off a series of community conversations with experts, service providers, community stakeholders, and residents that will continue over the coming months and marks the launch of our Community Survey. You can register [here](#) or watch it live on [CCTV](#).

BPOA and BFFA CBAs: I want to acknowledge and celebrate the recent BPOA & BFFA collective bargaining agreements approved by City Council, which ensure that the City continues to be a competitive employer and takes care of its first responders. The BPOA contract ensured competitive wages, gave lateral hires the ability to buy into the City pension based on previous experience, which allows us to attract more experienced talent, and provided competitive benefits (health insurance, sick leave) that align with individual needs. The BFFA contract also ensured competitive wages, allowed for prior experience to be used to determine the grade and salary of lateral hires, and increased staff by 4 members by the end of the 3-year contract (which was part of a staffing study commissioned before I was Mayor).

Governor's Short-term Action Plan: Burlington's complex community health and safety challenges require a multi-layered approach in partnership with State agencies and the judiciary. To this end, my administration recently met with Governor Scott and his team to explore opportunities to collaboratively address some of our pressing challenges. The resulting short-term action plan, which was announced by the Governor on October 23, is a good step forward for Burlington. Notably, this plan creates a new Community Accountability Docket, which will help relieve the significant backlog of cases that, for years, has strained our courts and resources. A functioning legal system is crucial for community accountability, and the plan aims to help resolve cases, support victims, and connect people to services and provide opportunities for rehabilitation. This complements my administration's existing community safety strategies, which include rebuilding and better deployment of our police services, implementing our new City Circle and Situation Table (more on this below), and investing in our local social service providers. In order for our communities to be safer for everyone, we must identify myriad responses to address harm and improve well-being. I am grateful for the productive, bipartisan collaboration with Governor Scott and his team, and I look forward to our continued engagement around both immediate and longer-term solutions, including shelter and housing. I also want to thank the many community partners, local business owners, City staff, and City Councilors who were generous with their time providing feedback on this plan.

VSP Patrols: In response to the Governor's Short-term Action Plan, the Department of Public Safety coordinated with BPD Chief Burke to arrange for state law enforcement support in Burlington from November 1 through December 31, 2025. This includes the deployment of Vermont State Police foot patrols in the Church Street Marketplace and City Hall Park between 12pm and 8pm daily, high-visibility traffic enforcement from the DMV on Route 127 during weekday commuter hours, and continued partnership between Department of Liquor and Lottery Investigators and BPD Uniformed Services in conducting licensee compliance inspections. State law enforcement officers working these details will be doing so on a voluntary basis. They will not be expected to answer general calls for service.

Situation Table: The Situation Table is a new City initiative – and one of eight in operation around Vermont – that launched in mid-July for individuals at acutely elevated risk of harm to themselves or to others. At this weekly convening, a four-step rapid response model is employed, in which 1) individuals or families at risk are identified, 2) the need for action is assessed, 3) if warranted, resources and wrap-around services are mobilized, and 4) follow up is completed to ensure that crises are prevented. Each convening of the Table addresses 2-3 individuals or families, and 23 situations have been presented to date. Between 30-40 providers from state and local agencies participate in the Table, including partners in housing, crisis intervention, mental health, police, fire, community justice, medical care, criminal justice system, and more. Benefits of the Table include its proactive approach that addresses risks before they escalate into more severe harm – with direct responses to individuals or families within 24-48 hours of being referred to the Table – and improved collaboration and resource sharing across city agencies, service providers, and community systems. If any provider is interested in joining the Table, they can contact Anna Wageling at the Burlington Police Department for more information.

City Circle: Work continues between Burlington's Community Justice Center and the City Attorney's Office to launch the City Circle by late November. This initiative is for individuals accused of violating criminal and civil city ordinances and offers two pathways for accountability: restorative repair through the City Circle program or criminal prosecution through the court system for those who do not engage in the restorative process. The Circle uses a restorative response model that supports individuals in taking accountability, making amends, and repairing harm done, and provides resources to try to solve the underlying issues leading to (repeated) ordinance violations. Benefits of this approach include reduced strain on an overburdened court system; a more immediate response to offending, which in turn can lead to less reoffending; and healing and closure for victims. We are still actively seeking volunteers to support the City Circle and interested community members can learn more at the Burlington Community Justice Center's [website](#).

Graffiti and Tagging: Given the City's persistent budget challenges, we do not have sufficient resources locally for the City to address graffiti citywide. Across multiple departments, including Parks, DPW, Permitting & Inspections, the Church Street Marketplace, and more, City staff work diligently to address graffiti on City property. I am encouraged by resident-led organizing efforts to involve the community in clean up and beautification efforts, and we hope to see more of these organic initiatives in the future. I am also grateful to the City Council for supporting these efforts with Council initiative funds.

Department Updates

Burlington City Arts (BCA): We unveiled a new public sculpture in downtown Burlington – *Dance in Place* – which represents a milestone in Burlington's dedication to public art that reflects our community's diversity and evolving cultural landscape. A vibrant celebration of queer delight and Black joy in public space, we are proud to bring a beautiful new addition to our streets that offers residents and visitors alike an opportunity to engage with the visibility, preservation, and celebration of queer life in Vermont and beyond. This beautiful new sculpture was created through collaboration between the Department of Public Works, the Department of Racial Equity, Inclusion & Belonging, and led by Burlington City Arts as part of Burlington's Great Streets Initiative, which has been a culmination of City planning and project development to ensure that we have a downtown that is a vibrant, walkable, and sustainable urban center.

Burlington Electric Department (BED): On November 19, BED is planning to host a hybrid meeting, in partnership with SunCommon, about tax policy changes for solar installation at commercial properties. The event will provide information to guide commercial property owners who want to install solar at their site in how to best do so to take advantage of expiring federal tax incentives. The event will be held in-person at 585 Pine Street with a virtual option. We'll share more information and a website for RSVP soon. Velerity will present their final report on efficiency and emissions reduction options for the McNeil Generating Station at the November TEUC meeting. Finally, BED will be looking to hold our incentives steady, with no further changes between 2025 and 2026, as work continues to maintain strong incentives and focus attention on addressing regulatory engagement issues identified by the PUC and DPS. The PUC opened a docket recently to address the business process review proposed by the DPS for BED.

Patrick Leahy Burlington International Airport (BTV Airport): We continue conversations with advocates to understand ICE operations, including a very productive meeting with the Mayor's Chief of Staff and Nic Longo. BTV airport operations

continue to look positive, with projections of numbers of passenger increasing for the remaining part of this calendar year. Our fiscal year ended at approximately 717,000 outbound passengers – the highest number since FY2009! Finally, on November 11, Nic Longo will be at an Airport Noise Conference moderating a session.

Community & Economic Development Office (CEDO): The new Housing Program Manager, [Maggie Callaghan](#), joined CEDO today! She was the former Director of Investigations for the Fair Housing Commission in Boston. We'd also like to announce that the City's annual Holiday Tree Lighting will be the evening of Friday, November 28.

Office of the City Attorney: The City Attorney's Office will be consulting with an organization called Lawyers for Good Government about joining a lawsuit seeking to get protections against the federal grant agreement terms/conditions we are seeing relating to complying with federal Executive Orders and "not promoting" DEI/Gender Identity.

Office of City Planning: planBTV: 2050 has ramped up, and we completed a four-part visioning workshop series across the city, from October 20-30. OCP, DPW, BPRW and CEDO staff will be coordinating a planBTV: 2050 consultant selection over the next two-three weeks. Finally, the NPA roadshow for planBTV: 2050 is up and running – much of Council has been present at their respective Ward meetings.

Department of Finance and Administration (DFA): Peddler License applications (for the General District) can now be submitted online through OpenGov. Since this was previously a fully paper process, this has created efficiencies around staff processing and increased ease of access for applicants.

Department of Public Works (DPW): DPW is working to launch our first ever [Fall Clean Sweep on City streets](#). We've had a Spring Clean Sweep for many years, but we've identified the need to comprehensively sweep before winter to 1) improve lake water quality, 2) reduce risk of localized flooding from leaf litter covering catch basins and 3) make the road surface less slippery for all modes of transportation. Water Resources is covering the cost of this Fall Clean Sweep due to the benefits of keeping phosphorous out of the lake. We will start the public education about this soon. In terms of school crossing guards, we are seeing increased numbers going into this school year but are still short a few positions. We're happy to take people who can do only a morning or an afternoon shift. DPW set up a policy for tactical urbanism and demonstration projects. The Ordinance was approved in 2017 to allow this program to be put into place. Local Motion applied to demo cone protected bike lanes on North Avenue this fall, and the demonstration will be complete this Sunday. The week-long demonstration flared up passionate arguments for and against these facilities in the NNE. The topic was a major part of the Wards 4/7 NPA meeting on October 23. NNE Councilors got drawn into the back and forth. Finally, DPW will be removing the seasonal speed humps on North Avenue, Gosse Court, and Austin Drive within the coming week. The North Ave installation by Flynn School was the most controversial, with a handful of neighbors expressing concerns with the noise and vibration from the speed humps when vehicles traveled over the humps at higher rates of speed.

Burlington Fire Department (BFD): Chief Curtain attended a 6-day National Fire Academy course called, "New Executive Chief Officer" from October 26-31. We'd also like to announce that A-Shifts Live Burn will be on November 5 at the Vermont Fire Academy.

Fletcher Free Library (FFL): Staff or I attended all of the NPAs to promote Library Card Sign Ups. We were well received and answered a lot of great questions. The Capital Campaign MOU between the City of Burlington and the Friends of the

Fletcher Free Library was approved at Board of Finance and is on the agenda for the 11/3 City Council meeting. There are also two events coming up: On November 4 at 5:30pm, FFP will hold, “Autocracy, Inc.: The Dictators Who Want to Run the World by Anne Applebaum”, a discussion facilitated by UVM professors Ellen Andersen, Peter VonDoepp, and Alex Zakaras. On November 15 will be the fourth annual Non-Fiction Comics Festival – an all-day event featuring panel discussions, workshops, and exhibiting cartoonists creating non-fiction and autobiographical work. Find out more [here!](#)

Burlington Police Department (BPD): Uniformed Services have reinstated the practice of conducting compliance checks of the downtown bars on Friday and Saturday nights. The Department of Liquor and Lottery Enforcement Division joined us in this work in late September. DC Young is working with Lori Olberg – the Local Control Committee will likely receive violation referrals soon. Historically, partnering with and holding the cabaret community accountable improves the safety and vibrancy of the downtown nightlife scene.

Department of Parks, Recreation & Waterfront (BRW): As we wrap-up the busy summer season, we will now engage staff to start the process of determining services that we need to invest in, while also identifying services that may not align with our core mission and values. We know we need to reduce the number of services we provide to align with the reduced staff we now have.

Department of Permitting & Inspections (DPI): Bill Ward and Building Inspector Kim Ianelli toured the Burlington High School project for a rough (interim) inspection of the primary building. The progress is impressive and well within their construction schedule. The project is well organized, and no deficiencies were noted during the inspection. Additionally, there is a new SeeClickFix category option for users to be able to report “Acts of Kindness or Community Building” that they witness. The goal is to inspire others to see more of the good stuff happening in Burlington and to call it out publicly.

Office of Racial Equity, Inclusion & Belonging (REIB): REIB had the kickoff planning meeting with BCA for Juneteenth 2026. We are also close to getting the final REIB staff position posted.

Community Engagement by the Mayor

- 8/26: Ribbon-Cutting for Integrated Arts Academy Renovations
- 8/27: Community Safety Media Briefing
- 8/28: Faith Leaders Dialogue Circle
- 9/4: Mayor Meetup – North District
- 9/4: Faith Leaders Dialogue Circle
- 9/8: Meeting with Long-time Business Owners
- 9/9: Mayor Meetup – Central District
- 9/10: Faith Leaders Dialogue Circle
- 9/17: Mayor Meetup – South District
- 9/26: Visit from Edmunds First Graders
- 9/26: Mayor Meetup – East District
- 10/2: Mayor Meetup – North District
- 10/2: BCA Sculpture Unveiling

- 10/7: Celebrity Soup Serving
- 10/9: Community Safety Media Briefing
- 10/9 - Vermont Mayors Coalition Meeting
- 10/15: Mayor Meetup – South District
- 10/16: Ribbon Cutting for Generator’s Electronics Lab Renovation
- 10/20: Meeting with Burlington Fellows from the Young Southeast Asian Leaders Initiative Program
- 10/22: Observed a meeting of the Situation Table
- 10/24: Mayor Meetup – East District
- 10/25: Opening Celebration of the Leddy Park Mountain Bike Path
- 10/26: 16th Annual Halloween Roll & Stroll
- 10/27: Ribbon Cutting for the COTS Waystation Renovation at 58 Pearl Street
- 10/29: Ribbon Cutting for new BSD Technical Center for aviation and auto mechanics programs for students and adults in our region
- 10/31 - Meeting with Pride Center Board Co-Chairs
- 10/31: Press Conference on Moody's Rating Upgrade for the City of Burlington

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, Council and Licensing Coordinator

11/3/2025

	Meeting Date	Type of Document and Title	Action Requested	Updated Next Steps in the Process
1	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.
2	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
3	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
4	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
5	1/27/2025	Resolution: City Council Commitment To Rebuilding And Reconciling With The Burlington Police Department	Mayor to update the City Council	18-Feb-25
6	1/27/2025	Resolution: Establishing A Violation Reporting Incentivization Pilot (VRIP)	referred to the Ordinance Committee, to report back to the City Council; CJC to report back to the City Council and Ordinance Committee	on or before March 24, 2025; by March 10, 2025
7	5/12/2025	Evaluation of Safe-Syringe Programs and the Impact of Syringe Litter in Burlington, Vermont - Board of Health	referred to the CDNR Committee to report back to the Council with any recommended actions on the report, including, but not limited to, any recommended actions related to the Clarke Street needle exchange	on or by September 1, 2025
8	7/14/2025	REIB Proposed Charter Change	referred to the Charter Change Committee	not-specified
9	7/14/2025	Ordinance: An Amendment to Appendix D, Sections 2 and 5, Updating Parks Rules and Regulations	referred to the Parks, Arts and Culture Committee	not-specified
10	9/8/2025	Resolution: Consumer Choice And Disclosure For Fuel Purchases Made With Debit Cards	referred to the Ordinance Committee	not-specified
11	9/8/2025	Resolution: Consumer Choice And Disclosure Of Parking Terms & Rates In Privately Owned Lots	referred to the Ordinance Committee	not-specified
12	9/29/2025	Ordinance: Raising The Mandatory Retirement Age For Class A Employees	referred to the Ordinance Committee	not-specified
13	9/29/2025	Ordinance: Parking Enforcement	referred to the Ordinance Committee	not-specified
14	10/6/2025	Resolution: Financial Disclosure For Local Elected Officials	referred to the Ordinance Committee	not-specified
15	10/21/2025	Resolution: March 3, 2026 Annual City Meeting - Charter Change re: General Fund Tax Fairness (Referral to Charter Change Committee)	referred to the Charter Change Committee	12/1/2025
16	10/21/2025	Resolution: March 3, 2026 Annual City Meeting - Charter Change re: City Council Authority to Pledge Credit of the City (Referral to Charter Change Committee)	referred to the Charter Change Committee	12/1/2025

City Attorney

MEMORANDUM

TO: City of Burlington, City Council

FROM: Erik Ramakrishnan, Assistant City Attorney

CC: Chapin Spencer, DPW Director
Laura Wheelock, City Engineer

DATE: November 3, 2025

SUBJECT: Designation of Municipal Enforcement Officers

REQUEST

To designate staff shown on the attached Vermont Judicial Bureau form as municipal enforcement officers for purposes of issuing tickets for violations of Chapter 27 of the Burlington Code of Ordinances.

EXECUTIVE SUMMARY

Ordinance violations generally may be prosecuted either as criminal or civil offenses. Both carry a maximum fine under the City's Charter of \$500 per offense per day, but different procedures apply to each. Civil tickets may be issued by any City employee designated by the City Council (i.e., a municipal enforcement officer), whereas criminal tickets generally must be issued by sworn officers. Additionally, civil tickets are prosecuted in the Vermont Judicial Bureau, and criminal tickets are prosecuted in the Superior Court. Participation of attorneys is not required for prosecution of civil tickets.

The Judicial Bureau requires municipal enforcement officers to be designated by name (i.e., not by position) by the City Council. On March 24, 2025, the City Council designated several City employees as municipal enforcement officers. The staff report for that action is attached to provide additional context.

Staff would like to include three DPW employees as municipal enforcement officers for purposes of issuing tickets for violations of Chapter 27 of the Burlington Code of Ordinances (Streets and Sidewalks).¹ Designating these employees will enable the City to address more efficiently unauthorized street, sidewalk, and greenbelt encroachments.

¹ These employees are being designated because of their positions as DPW Director, City Engineer, and Excavation Inspector. If the City could designate employees by position rather than individual name, it would identify these three positions to the Judicial Bureau. As the holders of any of these positions change, staff will request that the new position holders be designated by the City Council.

In response to questions that have arisen about this proposal, staff wishes to acknowledge that the City has a policy to address sheltering on public lands. The authorization requested is not intended to extend to encampments. The City will continue to follow its existing encampment policies and practices.

ATTACHMENTS

- A. Vermont Judicial Bureau Municipal Enforcement Officer Designation Form
- B. Request for Vermont Civil Violation Complaints
- C. March 24, 2025 Staff Report re Designation of Staff to Issue Municipal Tickets

MOTIONS

To approve the designation of municipal enforcement officers as shown on the attached designation form for purposes of enforcing Chapter 27 of the Burlington Code of Ordinances, subject to the City's existing policies respecting sheltering on public lands.

Thank you for your continued support.

JUDICIAL BUREAU DESIGNATION OF MUNICIPAL OFFICIALS

NAME OF MUNICIPALITY: CITY OF BURLINGTON (Dept. 9344)

Issuing Official:

Name: CHAPIN SPENCER

Title: DIRECTOR OF PUBLIC WORKS

Address: 645 PINE STREET
BURLINGTON, VT 05401

Telephone: (802) 863-9094

Issuing Official:

Name: LAURA WHEELOCK

Title: CITY ENGINEER

Address: 645 PINE STREET
BURLINGTON, VT 05401

Telephone: (802) 863-9094

Issuing Official:

Name: ALICE SCHWENCKE

Title: EXCAVATION INSPECTOR

Address: 645 PINE STREET
BURLINGTON, VT 05401

Telephone: (802) 863-9094

Issuing Official:

Name: _____

Title: _____

Address: _____

Telephone: _____

Issuing Official:

Name: _____

Title: _____

Address: _____

Telephone: _____

Issuing Official:

Name: _____

Title: _____

Address: _____

Telephone: _____

Issuing Official:

Name: _____

Title: _____

Address: _____

Telephone: _____

Custodial Official Signature: /s/ Erik Ramakrishnan

Date: NOVEMBER 3, 2025

Provide a copy of the selectboard approval letter for any issuing officials.

Issuing officials (or town attorney) must appear at court hearings

11/3/2025



OFFICE OF THE CITY ATTORNEY

City of Burlington

City Hall, 149 Church Street, Burlington, VT-05401

Voice (802) 865-7121

Fax (802) 865-7123

TTY (802) 865-7142

MEMORANDUM

TO: City Council

FROM: Erik Ramakrishnan, Esq.

DATE: March 24, 2025

RE: Designation of Staff to Issue Municipal Tickets

Ordinance violations generally may be prosecuted either as criminal or civil offenses. Both carry a maximum fine under the City's Charter of \$500, but different procedures apply to each. Civil tickets may be issued by any City employee authorized by the City Council, whereas criminal tickets generally are required to be issued by sworn peace officers. Additionally, civil tickets are enforced in the Vermont Judicial Bureau rather than in the Superior Court. As a result, participation by attorneys is not required in case of civil enforcement.

Although the Judicial Bureau's rules require municipal enforcement officials who are not sworn peace officers to be designated by municipal governing bodies, this requirement has not been strictly enforced until recently. The change in practice creates an opportunity to designate additional employees to enforce different parts of the Ordinance Code to improve enforcement.

Under Judicial Bureau rules, there are three different types of municipal enforcement officials, including custodial officials, issuing officials, and appearing officials.

Each municipality may designate a single custodial official, who is responsible for obtaining ticketing books from the Judicial Bureau, distributing them, and keeping track of every ticket issued. Although a municipality may designate only a single custodial official, Judicial Bureau staff have advised City staff informally that, recognizing the differing needs of a City the size of Burlington compared to those of a typical Vermont town, the City may treat the Burlington Police Department as a separate agency from the rest of the City solely for purposes of designating custodial officials. This will resolve the administrative burden that would arise from requiring a BPD employee to coordinate with other departments or with requiring a member of another department to coordinate with BPD, which is expected to continue to issue the largest volume of municipal tickets.

For non-BPD departments, the City Council is asked to designate the Director of General Government & Transactional Services to this role. BPD's administration has asked that Inventory Control Specialist Robert Parzych be designated the custodial official for BPD.

Issuing officials are those empowered to issue tickets. Issuing officials are not necessarily appearing officials, however, unless specifically designated. Appearing officials are City employees authorized to appear in the Judicial Bureau on behalf of the City to defend challenged municipal tickets. As indicated above, the Judicial Bureau is designed for non-represented parties to appear themselves in court without an attorney.

Attached are Judicial Bureau forms for your approval designating certain employees as issuing and appearing officials. These include CSOs who have not already been issued ticketing books under the Judicial Bureau's former procedures; Department of Permitting and Inspections employees who have not already been issued ticketing books; Water Resources Division employees, for whom staff seeks authority to issue tickets relating to violation of the City's rules for use of the drinking water distribution system, waste water system, and stormwater collection system; Clerk/Treasurer employees, for whom staff seeks authority to issue tickets for failure to comply with the Gross Receipts Ordinance; and City Attorney's Office staff, for whom staff seeks authority to issue tickets relating to the Livable Wage Ordinance.

Unless otherwise directed by the City Council, when changes are required to the City's municipal enforcement official designations in the future, staff will place for your approval on the consent calendar a simple letter to the Judicial Bureau with completed form attached, indicating the changes requested. Note that current park rangers already have been issued ticketing books by the Judicial Bureau, but staff anticipate seeking authorization for new park rangers in the future.

 Proposed Motion

To approve the designation of municipal enforcement officials as shown on the attached forms.

Vermont Judicial Bureau
PO Box 607
White River Junction, VT 05001



Phone: 802-295-8869
www.vermontjudiciary.org
VJB@VTCourts.gov

Request for Vermont Civil Violation Complaints

Department Name: City of Burlington
Printed Name: Erik Ramakrishnan
Phone: (802) 865-7126

4 Digit Number (Required): 9344
Job Title: Assistant City Attorney

Shipping Address:

(Street) 149 Church Street
(City/Town) Burlington (State) VT (Zip) 05401

The Judicial Bureau will notify local police agencies when Complaints and/or Envelopes are ready for pickup

	Quantity
VCVC Books	<u> </u>
MUNICIPAL Books	<u>Three (3)</u>
FISH & WILDLIFE Books	<u> </u>
Striped Envelopes	<u> </u>

Local agencies will be notified when pickup is ready;
Complaints to distant agencies will be shipped by UPS
Please allow 10-15 business days for request to be processed
Email this form to: **VJB@VTCourts.gov**

FOR JUDICIAL BUREAU USE ONLY

VCVC# to# Book Total
VCVC# to# Book Total
Date Shipped Clerk
Date/Clerk entered Book Management System /

Weight
Box #1
Box #2
Box #3

UVM STUDENT TENANT UNION



CC public forum
10/21/25

10/20/25

Living & Learning A

"I moved into my suite early, and had to deal with a silverfish infestation. They seemed to be crawling up the drain pipes in the bathrooms... I would see 5 or more a day for multiple weeks. Submitted a maintenance report and no one ever came; my suitemates submitted another when they moved in and we got 3 silverfish traps after the silverfish retreated on their own."

4/22/2024

Christie Hall

"The room is literally making me and my roommate sick... we had sinus infections basically all winter until we started opening our window again. Also the bathroom had a leaking hole in the ceiling for like 6 weeks before they even came to look at it. My RA submitted multiple fix it requests, and even talked to the manager... of [Christie Wright Patterson]. It was like actively leaking water and getting bigger and bigger."

11/15/2024

Mercy Hall

"On Halloween we had a mouse in our room. We called the RA and they said pest control would come the next day. They never came, so after a few days we reached out again. The same thing happened. We have yet to be visited by pest control to this day and get freaked out every time I hear rustling and have seen it since.."

2/3/2025

Mercy Hall

"It's not just the shower curtains in mercy hall bathrooms that are covered in mold. It's the ceilings and the walls. It's pink orange and black. They have done absolutely nothing about it despite the complaints...."

9/13/24

Wright Hall

"I was in such a tiny forced triple that I transferred out of uvm after only being there for 5 days. we had to share 2 tiny wardrobes among 3 girls... some of the showers had mold growing in them. I got approved for accommodations that would give me a room change, but I would've had to live in that room for a month before reslife would switch me."

11/10/24

University Heights South

"The UHS floor 1 door has been getting stuck since I moved in but now it completely won't open. The elevator button also didn't work so there was a day where we had no way of getting onto our floor. Individuals have had to use their own stuff to prop it open, or else we're all locked out..."

2/10/25

Simpson Hall

"...There are dangerous levels of mold and many people are getting sick..."

9/24/25

Sichel Hall

"Bathroom ceiling started leaking so we called in a maintenance request. The guy came, looked at it, took a ceiling tile off, and left without fixing it. So the ceiling is still leaking and now has mushrooms growing from it."

10/8/24

Richardson (Back 5)

"First day moving in, I got locked INSIDE my room cuz the door handle was fucked up, I had to be drilled out... I was stuck in there for a good 30 minutes. Our door and our [suite] door don't lock, our door handles have been changed 3 times and still don't work. Our current handle straight up comes off, my bf was able to put it securely back on but it won't lock."

4/22/24

Redstone Campus

"Last semester, my room flooded when ResLife tried to fix our broken heat. The smell of mold was horrendous and dangerous to my roommate who has a mold allergy. It took ResLife a week to provide us alternative housing."

1/14/2025

Mercy Hall

"Air smells of mold. Every couple of weeks, I get a 3-day long phlegm-ridden cough, I keep no foodstuffs in the dorm, mind you..."

10/1/2024

Central Campus Residence Hall

"There's been a smell coming from our vent in our dorm like something died in there. We've contacted our RA and maintenance about it several times, and everyone that's come up has said there's nothing they can do. We have an air purifier on blast all the time and windows open, but the smell is still horrible"

9/1/2024

Cottages

"Every so often for a few minutes at a time, the ceiling just starts pouring down water. The RA on duty called SOS (uvm maintenance) who said that it means the showers are overflowing (???) and they'll only come out to fix it... if it continues for more than 30 minutes in one go..."

9/9/2024

University Heights South

"Even when my windows are closed, air still comes in when it's windy and sometimes rattles my shades and makes my room cold. I'm dreading to find out how awful this is going to be when the heavy winter settles in."

1/21/2025

Living & Learning C

"the hot water for my wing has stopped working twice in a week and my room is so poorly insulated that it's consistently 7+ degrees below my suite's thermostat"

10/4/24

University Heights North

"They decided to turn on the heat this past week even though it's still 70 degrees outside, even with the windows open and fans running it's still quite hot in our room. It doesn't cool down during the night either"

12/4/2024

Living & Learning

"my suite's 'thermostat' is at 72... meanwhile it's 64 in my room (below the allowed min temp in the housing contract) and half the time the heat just doesn't run at all

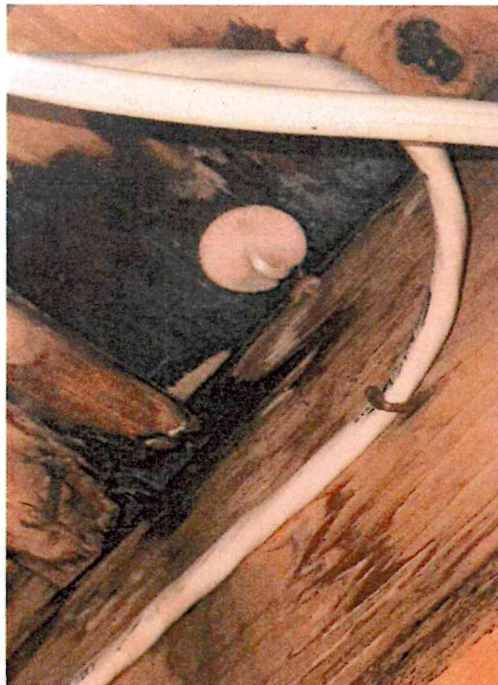
bonus: the maintenance ticket platform has no form to report a non-urgent problem with the heating!"

October 2025

Trinity Campus

"We submitted a request about a leak in our shower room at the beginning of the year. A worker came and took our ceiling tile then said it was a 'roofing problem' (even though it only leaked when the people above us showered) and that... he'd come back another day. Me and my suitemates all separately submitted requests for help and they kept being sent back with notices that the order had been completed. Then a mushroom started growing in the ceiling so the worker's plan was to just cover it up with new waterproof tiles, which then caused the water to spread to the tile that has our sprinkler in it. Then they came back and took that tile... The ceiling has stopped leaking but... we're still missing a tile so there's a hole where we can see the room above us a bit, and there are exposed wires."

IMAGE ATTACHED:



11/18/2024

Mercy Hall

"A LOT OF MOLD"

IMAGE ATTACHED:



City of Burlington — Policy Analysis Memorandum

To: Burlington City Council / Charter Change Committee

From: Scott Lowe, Paralegal/Community Advocate

Date: October 20, 2025

Subject: *Potential Impacts of Proposed Homestead Exemption and Tax Rate Inflation on Renters and Broader Municipal Equity*

Overview

The proposed Charter amendment would establish a **universal homestead exemption** of **\$30,000–\$50,000** on primary residences within Burlington. The measure’s stated purpose is to **shift the municipal property tax burden** away from lower-value owner-occupied homes and toward **higher-value commercial and non-homestead properties** (including rental properties).

In addition, the amendment would authorize the **City Council to increase the municipal tax rate annually by up to the rate of inflation**, without requiring a separate voter approval, to maintain purchasing power in the General Fund.

While this reform aims to promote fairness and protect lower-income homeowners, it may have **unintended consequences** for Burlington’s rental market, commercial investment climate, and long-term fiscal stability.

Potential Impacts on Renters

1. Tax Pass-Through to Tenants

- a. Non-homestead properties, including most rental housing, would not receive the exemption.
- b. Property owners are likely to **pass increased tax costs through to renters**, particularly in tight markets with limited vacancy.
- c. Given that roughly **60% of Burlington residents are renters**, this cost shift could have widespread impact on affordability.

2. Housing Affordability and Supply

- a. Renters already face some of the **highest housing costs in Vermont**, with limited new supply.
 - b. Higher property taxes may discourage new rental construction or lead owners to **upgrade and reprice units upward** to recoup costs.
 - c. Over time, this may **widen the affordability gap** and exacerbate displacement pressures for low-income households.
3. **Equity Considerations**
- a. Homeowners receiving the exemption are typically **wealthier than renters** in aggregate.
 - b. The measure may inadvertently **favor property ownership over tenancy**, conflicting with the City's equity and inclusion goals.
 - c. Renters would bear increased costs without receiving direct benefits, widening the economic divide between ownership and rental sectors.

Additional Risks and Unintended Consequences

1. **Commercial Competitiveness**
- a. Increased tax rates on commercial properties could reduce Burlington's attractiveness for business investment and expansion compared to neighboring municipalities.
2. **Fiscal Flexibility and Stability**
- a. Restricting annual rate increases to inflation may **limit the City's ability to address emerging fiscal needs**, such as infrastructure improvements or climate resilience projects, particularly if cost growth outpaces CPI.
3. **Administrative and Compliance Costs**
- a. Implementing the exemption requires **additional administrative oversight** by the assessor's office, including ownership verification and reclassification tracking, increasing municipal workload.
4. **Potential for Classification Gaming**
- a. Some owners may attempt to **reclassify properties** as homesteads to qualify for exemptions (e.g., through partial owner-occupancy or short-term rental arrangements), undermining policy intent and equity.

Policy Considerations and Mitigation Options

To offset potential negative effects, the City could explore:

- Establishing a **Renter Relief or Rebate Program** using a portion of additional revenues from the inflator.
- Implementing a **graduated non-homestead tax rate** that protects smaller landlords.
- Commissioning a **distributional impact analysis** prior to adoption to estimate rent pass-through effects across neighborhoods and property types.
- Engaging with **tenant and landlord associations** to assess feasibility of mitigations or phase-in schedules.

Conclusion

The proposed homestead exemption and inflation-linked rate authority may **enhance equity for lower-value homeowners** but risks **shifting costs onto renters and businesses**, potentially **worsening affordability** in a housing market already under pressure.

Careful calibration and mitigation strategies are recommended before implementation to ensure the policy aligns with Burlington's long-term affordability and equity objectives.



CITY OF BURLINGTON

FLETCHER FREE LIBRARY

235 College Street
Burlington, VT 05401
802.863.3403

MEMORANDUM

TO: City of Burlington, Board of Finance
City of Burlington, City Council
FROM: Fletcher Free Library – Mary Danko, Library Director
DATE: October 21, 2025
SUBJECT: Memorandum of Understanding (MoU) between the Friends of the Fletcher Free Library (Friends) and the Fletcher Free Library--City of Burlington

Purpose:

This memo asks for the acceptance of the agreed upon MoU between the Fletcher Free Library--City of Burlington and the Friends of the Fletcher Free Library (Friends) to support a capital campaign aimed at funding critical renovation to the City's public library.

Background:

The Friends of the Fletcher Free Library (Friends) and the Fletcher Free Library (FFL) have a longstanding relationship dedicated to serving the Burlington community. The Friends is a nonprofit organization, established in 1957, with the mission of supporting FFL through fundraising, advocacy, and volunteer efforts. In 2018, the City of Burlington developed a Memorandum of Understanding (MOU) to give the Friends primary responsibility over fundraising efforts for FFL. In the past few years, the Friends have supported a 2019 fundraising feasibility study, 2019 revision design document, and 2022 schematic design work, to meet community library needs as indicated through public input. As the Friends embark on the capital campaign for the much-needed FFL renovation, a separate MoU is needed to formalize a collaborative framework between the City and the Friends to advance shared goals the transformational remodeling of this community asset.

Justification for the MoU:

1. Clear Roles and Responsibilities: this MoU defines the roles of both parties, ensuring transparency for taxpayers and accountability in fundraising, project management, and communications.

2. Enhanced Fundraising Capacity: the Friends can access private philanthropic donations and networks, may solicit contributions more flexibly than the City, and allows donors to give anonymously to a 501(c)(3) organization. The Friends have already secured pledged support of nearly \$14M toward this project. A formal agreement strengthens their credibility and fundraising appeal for private donors.
3. Alignment with Public Interest: the MoU ensures that all funds raised by the Friends in the capital campaign will be used in alignment with City-approved capital needs for the library to update the largest public building in Burlington to meet public needs. FFL serves as a cornerstone of the community, providing access to information, technology, educational programming, and gathering space for community members of all ages. Strategic investment in library facilities is necessary to ensure long-term sustainability and relevance.
4. Risk Management: the MoU establishes safeguards around fund disbursement, reporting, and donor stewardship of the capital campaign, protecting both the City and the Friends from reputational or financial risk.

Due Diligence:

On May 22, 2025 a draft of this Capital Campaign MOU was reviewed and approved by the City's Parks, Arts and Culture Committee.

Request:

1. We respectfully request that the Board of Finance approve the following motion:

To approve and recommend that the City Council authorize the Director of the Fletcher Free Library to execute a Capital Campaign Memorandum of Understanding with the Friends of the Fletcher Free Library subject to review and approval of the City's Attorney.

2. We respectfully request that the City Council approve the following motion:

To approve and authorize the Director of the Fletcher Free Library to execute the Capital Campaign Memorandum of Understanding with the Friends of the Fletcher Free Library subject to review and approval of the City's Attorney.

Attachment: Draft Capital Campaign MoU

MEMORANDUM OF UNDERSTANDING
Between Friends of Fletcher Free Library, Inc. and the City of Burlington

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into as of September __, 2025 (the “Effective Date”) by and between the **City of Burlington**, a Vermont municipal corporation (the “CITY”), for the Fletcher Free Library (“LIBRARY”) a department of the CITY, and **Friends of Fletcher Free Library, Inc.**, a Vermont nonprofit 501(c)3 corporation (“THE FRIENDS”) with its principal place of business in Burlington, Vermont (collectively, the PARTIES).

DEFINITIONS.

- A. **LIBRARY RENOVATION PROJECT.** The “Library Renovation Project” as used in this MOU means the City of Burlington’s initiative to secure a contractor and to renovate the library in keeping with the Schematic Design completed by Dore + Whittier on October 5, 2022: addition of sustainable energy sources and electrical storage/back up electrical generation, creating an isolatable building wing, improving job-finding tools and resources, improving functional space for youth and teens, increasing interior and exterior public meeting space, improving accessibility and improving wayfinding.
- B. **THE CAPITAL CAMPAIGN.** The “Capital Campaign” as used in this MOU means the implementation of THE FRIENDS’ fundraising effort to secure the necessary money to allow the CITY to complete the Library Renovation Project.
- C. **PRIVATE FUNDS AND PHILANTHROPY.** “Private Funds” and “Philanthropy” as used in this MOU mean financial and other contributions and commitments from the private sector, including from individuals, corporations (whether for-profit, non-profit, or benefit corporations), and from community, family, and corporate foundations, as well as donor-advised funds.
- D. **PUBLIC FUNDS.** “Public Funds” as used in this MOU means funding from sources other than Private Funds and Philanthropy, including funds from local, state, and federal grants, other government entities, earned income, and state or federal legislative appropriations.

RECITALS.

The PARTIES enter into this MOU based on the following facts, understandings, and intentions:

1. The LIBRARY is a vital CITY-run community resource; and

2. THE FRIENDS is organized to support the mission and work of the LIBRARY in whatever way is deemed appropriate, including raising money for special projects and promoting the LIBRARY; and
3. The LIBRARY and THE FRIENDS have an existing Agreement, attached and incorporated herein as Exhibit 1 that delineates the responsibilities of the LIBRARY and THE FRIENDS and which was most recently executed October 24, 2018, and amended and approved by THE FRIENDS on May 23, 2023, and by the CITY on December 18, 2023; and
4. The CITY, the LIBRARY, and THE FRIENDS agree that the library building requires substantial renovations to make it a 21st century institution, realizing the vision of the Library following the Schematic Design completed by Dore + Whittier on October 5, 2022; and
5. The scale and quality of renovations envisioned likely exceed sources of public funds available, the PARTIES recognize that facilitating private contributions to support the renovation project will be necessary, and raising and managing private funding is not a traditional function of the CITY or the LIBRARY, nor is it a function the CITY or the LIBRARY has current capacity or desire to undertake; and
6. Pursuant to Section III, Paragraph “g” of the existing agreement, the Library has requested, and THE FRIENDS agree, to undertake a Capital Campaign for the Library, with the intent of raising \$32 million dollars;
7. The intent of this MOU is to provide additional detail on the relationship between THE FRIENDS, the LIBRARY, and the CITY in undertaking this Capital Campaign.

NOW, THEREFORE the PARTIES agree as follows:

1. RECITALS. The foregoing recitals are true and correct and are incorporated herein by this reference.
2. CAPITAL CAMPAIGN.
 - a. **TERM**. This MOU shall begin on the date of execution by both PARTIES and shall remain in effect until *either* the Capital Campaign is successfully completed by raising at least \$32 million dollars and use of the funds for completion of the Library Renovation Project *or* it is terminated by mutual consent or by either party as permitted in paragraph 2(b).

b. TERMINATION.

i. BASIS. This MOU may be terminated by mutual consent. In addition, either PARTY may terminate this MOU if the other becomes insolvent. In the event of a breach of this agreement, the party in breach shall be provided written notice of breach and opportunity to cure. If the breach cannot be cured within thirty (30) days, the MOU may be terminated. In the alternative, the PARTIES may agree to amend the MOU to extend to a date certain the time in which the party in breach must cure.

ii. TIMING. Termination by either PARTY shall be subject to a thirty (30) day notice in writing.

3. CITY RESPONSIBILITIES. To be conducted by the Library Director or designee(s).

a. EXISTING AGREEMENT. All responsibilities of the LIBRARY as described in Part II of the existing Agreement (Exhibit 1) are incorporated by reference herein; and

b. APPROVAL. The CITY, through the Office of the Mayor and the City Council, as described in the CITY's procurement policy and procedure, has final approval for the Library Renovation Project and will receive input from THE FRIENDS, and appropriate City Committees and Commissions.

c. PUBLIC FUNDING OPPORTUNITIES. The CITY will participate through the Library Director or designee, or other appropriate CITY official subject to the City's grant policy, in submitting applications for public funding, including serving as the Applicant where necessary and appropriate. The CITY will notify THE FRIENDS of public funding opportunities when it becomes aware of such opportunities. The CITY shall have sole discretion as to whether to accept such public funding subject to conditions.

d. PRIVATE FUNDING AND PHILANTHROPIC OPPORTUNITIES. The CITY will cooperate with THE FRIENDS in philanthropic pursuits where public sector involvement is needed and appropriate. In the event in-kind contributions, or local financial matches are required, the CITY will cooperate by determining whether in-kind or match funds are available and notifying THE FRIENDS of its determination. The CITY cannot guarantee commitment of funds for local match. The CITY shall have sole discretion as to whether to accept funding subject to conditions.

- e. **START OF LIBRARY RENOVATION PROJECT.** THE FRIENDS will provide notice in writing to the LIBRARY Director when eighty-five percent (85%) of funds are raised or pledged through the Capital Campaign. Upon receipt of such notice, the CITY will commence the competitive bidding process with a start date of construction within nine (9) months. If circumstances outside of the City's control occur that prevent commencing the bidding process with an identified start date within nine (9) months, an extension of the start date may be set consistent with Paragraph 4(f) of this MOU.
 - f. **LIBRARY RENOVATION PROJECT COSTS.** Upon commencement of construction, the CITY will invoice THE FRIENDS for expenses incurred to commence or complete the Library Renovation Project within 30 days of the completion of the quarter in which expenses were incurred by sending an invoice to: Jonathan Chapple-Sokol, President (or his successor), Friends of the Fletcher Free Library, 235 College Street, Burlington, VT 05401. The CITY will make every reasonable effort to invoice THE FRIENDS only for LIBRARY-approved capital needs expenses that can be reimbursed with funds raised in the Capital Campaign and which further the charitable purpose of THE FRIENDS.
 - g. **INDEMNIFICATION.** The CITY shall indemnify and hold harmless THE FRIENDS, its respective officers, directors, agents, employees, successors and assigns, against all claims, losses, damages, liabilities, penalties, expenses, reasonable legal fees and costs of any kind or amount whatsoever, arising from injury to person or property in the course of any capital work as part of the Library Renovation Project. This section shall survive termination hereof.
 - h. **HIRING OF CONSULTANTS.** The CITY may hire consultants as it deems necessary to cooperate in public funding and private funding and philanthropic opportunities pursued by THE FRIENDS.
 - i. **ADDITIONAL MEMORANDA OF UNDERSTANDING, CONTRACTS, OR PARTNERSHIP DOCUMENTS.** The CITY agrees to cooperate to the extent feasible in execution of any additional Memoranda of Understanding, Contracts, or Partnership Documents necessary for THE FRIENDS to successfully complete the Capital Campaign.
4. **THE FRIENDS' RESPONSIBILITIES.**
- a. **EXISTING AGREEMENT.** All responsibilities of THE FRIENDS as described in Part III of the existing Agreement (Exhibit 1) are incorporated by reference herein.

- b. PUBLIC FUNDING OPPORTUNITIES. THE FRIENDS will seek and secure public funding opportunities for which the Library Renovation Project is eligible. Where permitted by the public funding opportunity, THE FRIENDS will apply for public funds directly. When CITY permission or participation is necessary to apply for public funds, THE FRIENDS will notify the LIBRARY Director, and will cooperate with the CITY and comply with the CITY's grants policy in such applications, and understanding that the CITY may not be able to apply for or accept funding that is subject to certain conditions, whether the applicant is the CITY, the FRIENDS, or both. If CITY permission or participation is not necessary to apply for public funds, THE FRIENDS will notify the LIBRARY Director of their intent to apply for funds.
- c. PRIVATE FUNDING AND PHILANTHROPIC OPPORTUNITIES. THE FRIENDS will seek and secure private funding and philanthropic opportunities for the Library Renovation Project. THE FRIENDS will notify the CITY through the LIBRARY Director of private funding and philanthropic opportunities it will pursue, whether CITY cooperation is needed, what form of cooperation would be required, and will work with the CITY to facilitate such cooperation. If CITY cooperation is needed, the FRIENDS and the CITY will comply with the CITY's grants policy and understanding that the CITY may not be able to apply for or accept funding that is subject to certain conditions.
- d. HIRING OF PROFESSIONAL FUNDRAISERS. THE FRIENDS at their expense may, at the discretion of the Board of Directors, hire a professional fundraiser to support the Capital Campaign.
- e. HIRING OF OTHER CONTRACTORS. THE FRIENDS may, at the discretion of the Board of Directors, engage other contractors to perform support functions for the Capital Campaign.
- f. START OF LIBRARY RENOVATION PROJECT. If the library renovation project does not begin as agreed in paragraph 2(b)(v), and the CITY and THE FRIENDS are unable within a one year grace period to agree to an amendment to this MOU extending the start of the Library Renovation Project, THE FRIENDS may offer to return funds to its donors, or, if permitted by the donor, redirect those funds in furtherance of the charitable purpose of THE FRIENDS.
- g. SAFEKEEPING OF FUNDS. THE FRIENDS shall place all funds raised in a THE FRIENDS revenue account that is separate from other THE FRIENDS monies until

transferred to the CITY for the Library Renovation Project or until used by THE FRIENDS for LIBRARY-approved capital needs.

- h. **TRANSFER OF FUNDS.** Upon commencement of construction, THE FRIENDS shall transfer funds raised in the Capital Campaign to the CITY upon receipt of an invoice of expenses for the prior quarter upon confirmation that such expenses are allowable LIBRARY-approved capital needs expenses in furtherance of THE FRIENDS' charitable purpose. THE FRIENDS will pay invoices within 30 days of receipt.

5. RESPONSIBILITIES OF BOTH PARTIES

- a. COMMUNICATION. Both PARTIES agree to cooperate and communicate openly, meet regularly with appropriate personnel present, and discuss issues to identify solutions for orderly and efficient operation of the Capital Campaign. At the outset of any grant performance, the PARTIES shall each designate an authorized representative to function as its primary point of contact for purposes of this MOU, and the authorized representatives shall mutually agree upon an initial regular meeting schedule for checking in regarding grant performance. This schedule shall be flexible and may be changed by mutual oral or written agreement at any time.
- b. COOPERATION AND COORDINATION. To facilitate cooperation and coordination, the PARTIES will establish a Building Committee.
 - i. **MEMBERS.** The Members will include the Library Director (or designee), up to two additional representatives of the CITY selected, after consultation with the Library Director, by the Office of the Mayor, two representatives selected by THE FRIENDS Board of Directors, the Library Renovation Project Architect, and upon execution of a contract, a representative of the Library Renovation Project General Contractor.
 - ii. **PURPOSE.** The Building Committee will exist to facilitate smooth cooperation and coordination of effort in conducting the Capital Campaign and the Library Renovation Project. The Building Committee will be responsible for any activities it determines are needed to increase public awareness of the Library Renovation Project and the capital campaign, and to solicit any desired or required public input into the Library Renovation project.
 - iii. **MEETINGS.** The Building Committee will meet at least quarterly, but has discretion to schedule addition meetings, as needed. A quorum shall be

established when a majority of members of the Committee, or their designees, are in attendance. The Building Committee will designate one member of the committee to be responsible for establishing the agenda and facilitating each meeting. The Building Committee will not supplant decision making responsibility as laid out otherwise in this agreement. When the Building Committee faces decisions where decision-making responsibility has not been defined in this agreement, the Building Committee will make efforts to arrive at decisions by consensus or may agree to designate decision-making to a member of the Building Committee by majority vote. The Building Committee will have discretion to schedule meetings, as needed.

- c. SUSTAINED COMMITMENT. Both PARTIES acknowledge and understand that the scope of fundraising to be undertaken in this capital campaign is significant, and agree that, unless this MOU is terminated as provided in section 2(b) above, each will undertake their separate and shared responsibilities through completion of the capital campaign and Library Renovation Project.
- d. ONGOING AND TIMELY NOTICE. Both PARTIES acknowledge and agree that each will provide the other with ongoing and timely notice of their progress in their respective responsibilities under this MOU, through meetings of the Building Committee, and other written communications. THE FRIENDS will provide to the CITY, at least quarterly, a report on progress toward completion of the Capital Campaign. After the CITY receives notice from THE FRIENDS that the Capital Campaign is 85% complete, the CITY will provide, at least quarterly to THE FRIENDS, a report on use of the Capital Campaign funds in its progress toward completion of the Library Renovation Project.
- e. DOCUMENT RETENTION. Both PARTIES agree that documents related to the capital campaign and Library Renovation Project will be retained for no less than seven (7) years.
- f. COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAW. Both PARTIES agree that all activities undertaken under this MOU will comply with applicable Burlington Ordinances, the Vermont Statutes, and federal law.
- g. CONFLICTS OF INTEREST. PARTIES agree that no conflict of interest exists or is likely to arise in relation to the performance of responsibilities under this MOU. PARTIES agree that they will endeavor to ensure no conflicts of interest arise. PARTIES agree to notify the other immediately if a conflict of interest arises or is likely to arise. In the event a conflict of interest arises, the PARTIES will deliberate

and agree in a Building Committee meeting on the necessary action(s) to ensure resolution of the conflict of interest.

- h. CONFIDENTIALITY. If the Building Committee determines that confidentiality of certain information is necessary for completion of the Capital Campaign or the Library Renovation Project, the PARTIES shall execute a separate confidentiality agreement to the extent allowed by law.
- i. INTELLECTUAL PROPERTY. Any intellectual property produced by the PARTIES pursuant to performance of their responsibilities under this MOU shall be the property of the respective party generating its production, unless otherwise agreed in writing.
- j. CONSTRAINTS. The PARTIES acknowledge the following constraints on their mutual efforts under this MOU:
 - i. All restrictions associated with public funds (local, state, or federal funding), including for construction materials, procurement, private advertising, and use of public land, shall be observed even if they impact project flexibility, costs, and timelines. The CITY shall have sole discretion as to whether to accept such public funding subject to conditions.
 - ii. All applicable public bidding and CITY procurement policies and regulations must be followed as directed by the CITY.
 - iii. Private and Public Funding cannot be guaranteed.
 - iv. Unforeseen fluctuations occur in the philanthropic environment and general economy that could impact THE FRIENDS' ability to achieve fundraising milestones.
 - v. Limits to organizational capacity exist, including in the areas of staffing and financial resources.
- k. DISPUTE RESOLUTION. Neither party shall file any litigation arising from this MOU without first attempting in good faith to resolve the PARTIES' dispute through negotiated settlement or mediation; provided, however, that any applicable statute of limitations shall toll during any period in which the PARTIES are actively and mutually engaged in dispute resolution; and provided further that nothing herein shall prevent either party from seeking emergency relief in appropriate circumstances from a court of competent jurisdiction. Subject to the foregoing, if the PARTIES are not

able to resolve their dispute through negotiated settlement, they shall engage in good faith in mediation for a minimum of four (4) hours. The services of the Burlington Community Justice Center may be used for this purpose unless the PARTIES mutually agree to use the services of a particular mediator not associated with the Community Justice Center. If the PARTIES do not reach agreement through mediation, they will meet and confer in good faith to discuss other processes for alternative dispute resolution, including, without limitation, binding or nonbinding arbitration, a settlement conference with a judicial officer if formal litigation has been filed, and early neutral evaluation. In case of any litigation arising from this MOU, the prevailing party shall be entitled to reasonable attorneys' fees and costs.

6. ENTIRE AGREEMENT. This MOU contains the entire understanding of the PARTIES with respect to the subject matter of this memorandum. Modifications shall only be valid if agreed to in a formal written amendment to this MOU, properly executed and approved by both PARTIES.
7. INTERPRETATION. The PARTIES are independent contractors, and neither is the agent or principal of the other. There are no third-party intended beneficiaries of this MOU. This MOU shall not be construed against either party but instead in case of any ambiguity shall be construed in such manner as best effectuates its objects and purposes. If any part of this MOU is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the MOU shall remain in force and effect to the extent necessary to effectuate the original intent of the PARTIES as closely as possible.
8. WAIVER, ASSIGNMENT, AMENDMENT. No waiver, assignment, or amendment to this MOU shall be valid unless in a writing executed by both PARTIES, notwithstanding the passage of time, and no waiver shall be deemed a continuing waiver of the same or any other provision hereof.
9. NOTICE. Any notice required under this MOU shall be delivered to the CITY at the City Attorney's Office, City Hall and to the FRIENDS at its principal place of business as set forth in its registration with the Vermont Secretary of State, unless another address for notice is given by notice.
10. CHOICE OF LAW, VENUE. This MOU shall be construed according to Vermont law, notwithstanding conflicts of law principles. Venue for this MOU shall be proper in Chittenden County, Vermont, notwithstanding any law to the contrary.

11. SIGNATURE. Persons signing for the PARTIES hereby swear and affirm that they are authorized to act on behalf of their respective PARTY. This MOU may be executed in counterparts, each of which shall be deemed an original, and it may be executed electronically, and an electronic copy or other facsimile shall be treated as an original.

IN WITNESS WHEREOF, the PARTIES have executed this Agreement as of the Effective Date.

CITY OF BURLINGTON

By: _____

Name: _____

Its: _____

**FRIENDS OF FLETCHER FREE
LIBRARY, INC.**

By: _____

Name: _____

Its: _____

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Fletcher Free Library Submitter: Mary Danko

Title/Subject: City of Burlington & Friends of Fletcher Free Library Capital Campaign MOU

Approval Requested:

☒ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

10/21/2025

11/3/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	10/1/2025	Mary Danko
Mayor's Office	Yes	10/2/2025	Chief of Staff Erin Jacobson
Board/Commission	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Yes	10/2/2025	CA Sturtevant
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	10/2/2025	CA Sturtevant
CAO for budget, financing, and memo	Yes	10/3/2025	CAO Katherine Schad
Human Resources, if personnel action or policy	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	N/A	Click or tap to enter a date.	Click or tap here to enter text.



MEMORANDUM

To: City Council

From: Samantha McGinnis, Director, Church Street Marketplace

Date: October 24, 2025

Re: Church Street Marketplace – 62 Church Street Storefront - Authorization to Award Lease

REQUEST

The Church Street Marketplace seeks Board of Finance recommendation to enter into a three-year lease agreement, November 1, 2025 through October 31, 2028, with Olive & Ollie LLC for retail vending operations within the City-owned building located at 62 Church Street.

BACKGROUND AND LESSEE SELECTION

The 62 Church Street property is a 520 square foot building located on the third block of the Church Street Marketplace, between Cherry and Bank Streets, at the entrance to Leahy Way. The property was built in 1982 and operated as a florist shop until 2009. Most recently, it was occupied by a clothing retailer Whim Boutique, who exited their lease in August 2025.

In July 2025, the Church Street Marketplace issued a request for proposals (RFP) for entrepreneurs to lease and operate their business out of the 62 Church Street property. In addition to posting on the City RFP webpage, the RFP was also sent to the merchants on the Marketplace. The RFP included a detailed scope of work requesting consistent year-round operations, affordable and varied offerings, and maintaining the physical aspects of the property. There were no responses to this initial RFP so it was reposted in August 2025.

Two proposals were received from the August RFP posting. A panel of department staff and Church Street Marketplace Commissioners were convened to review the proposals and grade them on four criteria outlined in the RFP. Olive & Ollie LLC's proposal, for a children's clothing store, scored the highest and was brought forward to the Church Street Marketplace Commission. In September 2025, the Marketplace Commission unanimously approved the awarding of a three-year lease for 62 Church Street to Olive & Ollie LLC .

REVENUE

Lease of the 62 Church Street Property, will generate revenue for the Church Street Marketplace Department. Olive & Ollie LLC has agreed to pay a rental fee of \$20,800 per year. In addition, Olive & Ollie LLC is responsible for the Church Street common area fee of \$3.02 per square foot and property tax. The lease includes an option to extend for one additional two-year term. Minimum annual revenue is laid out below:

Year	Annual Rent	Common Area Fee	Total
1	\$20,800	\$1,595.38	\$22,395.38
2	\$20,800	\$1,595.38	\$22,395.38
3	\$20,800	\$1,595.38	\$22,395.38

ATTACHMENTS

1. Draft Lease Agreement

MOTIONS

The Church Street Marketplace respectfully requests that the City Council approve the following motion:

City Council:

To authorize the Mayor to execute a three-year lease with Olive & Ollie LLC for retail operations in the 62 Church Street property, subject to final review and approval by the City Attorney's Office.

CITY OF BURLINGTON
DRAFT LEASE AGREEMENT
WITH
OLIVE & OLLIE LLC

This Lease Agreement (“Lease”) is entered into by and between the City of Burlington, acting by and through the Church Street Marketplace Department (“City”), and Lessee, Olive & Ollie LLC, d/b/a Olive & Ollie (“Lessee”), a Vermont corporation authorized to do business in the State of Vermont with a principal place of business at 66 Farm Way, South Burlington, VT 05403. The City and Lessee agree to the terms and conditions of this Lease.

1. EFFECTIVE DATE AND NOTICE OF NONLIABILITY

This Lease shall not be valid or enforceable until the Effective Date. The City shall not be bound by any provision of this Lease before the Effective Date and unless otherwise agreed to in writing, shall have no obligations for performance or expenses incurred before the Effective Date or after the expiration or termination of this Lease.

2. RECITALS

- A. **Authority.** Authority to enter into this Lease exists in the City Charter. Required approvals, clearance, and coordination have been accomplished from and within each Party.
- B. **Consideration.** The Parties acknowledge that the mutual promises and covenants contained herein and other good and valuable consideration are sufficient and adequate to support this Lease.
- C. **Purpose.** The City owns and operates a building located at 62 Church Street in Burlington, Vermont. The City and Lessee wish to enter into an agreement leasing certain portions of the Marketplace’s premises to Lessee to further and carry out the purposes of the operation of the retail, food or service. This Lease establishes the conditions and terms of Lessee’s use of the Leased Premises.
- D. **References.** All references in this Lease to sections (whether spelled out or using the § symbol), subsections, exhibits, or other attachments, are references to sections subsections, exhibits, or other attachments contained herein or incorporated as part of this Lease, unless otherwise noted.

3. DEFINITIONS

- A. **“Leased Premises”** means the City-owned building and ground space known and numbered as 62 Church Street in Burlington, Vermont, which consists of approximately 520 square feet of building space. A description and map of the Leased Premises are included as Attachment A.
- B. **“Effective Date”** means the date on which this Lease is approved and signed by the City, as shown on the signature page of this Lease.
- C. **“Hazardous Substance”** means and includes, but shall not be limited to, any element, substance, compound or mixture, including disease-causing agents, which after release into the environment or work place and upon exposure, ingestion, inhalation or assimilation into any organism, either directly or indirectly, will or may reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions, including malfunctions in reproduction or physical deformations in such organisms or their offspring, and all hazardous and toxic substances, wastes or materials, any pollutants or contaminants (including, without limitation, asbestos and raw materials which include hazardous constituents), or any other similar substances, or materials which are included under or regulated by any local, state or federal law, rule or regulation pertaining to environmental regulation, contamination, clean-up or disclosure, including, without limitation, CERCLA, and regulations adopted pursuant to such Acts, the Toxic Substances Control Act of 1976, as heretofore or currently in effect (“TSCA”) and the Resource Conservation and Recovery Act of 1976, as heretofore or currently in effect (“RCRA”).
- D. **“Lease”** means this Lease Agreement, its terms and conditions, attachments, and documents incorporated by reference under the terms of this Lease.
- E. **“Party”** means the City or Lessee and **“Parties”** means the City and Lessee.
- F. **“Termination Event”** means any event described in Section 16.B.i. (Termination by the City – Breach)

4. **TERM AND RENEWAL TERM(S)**

- A. **Initial Term.** This Lease and the Parties’ respective performance shall commence on the Effective Date and expire on October 31, 2028.
- B. **Renewal Term.** Provided the Lessee is not in default on any terms or conditions, they shall

have the option to extend the Lease for one additional two-year term, subject to all terms and conditions of this Lease.

5. LEASE—USES AND PURPOSES

The City hereby leases to Lessee for its exclusive use the right to access and occupy the Leased Premises, subject to the terms of this Lease and the following conditions:

- A. **Use.** Unless otherwise approved in writing by the City, Lessee shall use and occupy the Leased Premises for its food or retail service operations.
- B. **Upkeep and Utilities.** Lessee shall furnish to the Leased Premises and pay all charges for telephone service, sewage service, stormwater, trash and/or hazardous waste removal, janitorial service, water, electric power, heat, gas, air conditioning and other utilities of every kind.
- C. **Condition.** Lessee shall keep and maintain all parts of the Leased Premises—including related and associated appurtenances—in good condition, order and repair during the term of this Lease. Such actions include but are not limited to: painting, lighting, removal of ground side snow and garbage, landscaping, replacement of broken glass with glass the same size and quality of that broken, and utility services.
- D. **Sublease.** Lessee shall not sublease any portion of the Leased Premises without the express prior written approval of the City
- E. **Compliance with Law.** Lessee shall observe and comply with any and all present and future requirements of the constituted public authority and with all federal, state, or local statutes, ordinances, regulations, standards, conditions, and agreements applicable to Lessee for its use of the Leased Premises, including, but not limited to, ordinances, rules and regulations promulgated from time to time by or at the direction of the City for the administration of the Church Street Marketplace. Further, Lessee shall—at its own expense—submit to and comply with the requirements of all state and federal regulatory agencies or municipal boards having jurisdiction over the construction of any fixed improvements on the Leased Premises, including, but not limited to, any Environmental Board or Board of Health.
- F. **ADA.** Lessee shall—at its own expense—comply with the standards for accessible design known as the Americans with Disabilities Act (“ADA”) Accessibility Guidelines in connection with any new construction or alteration of the Leased Premises. Lessee shall bear the burden of this obligation regardless of whether any such Agency or Board shall

require that the City be the applicant of record.

- G. **Waste and Nuisance.** Lessee shall not make any actionable waste or nuisance upon the Leased Premises and shall not do or permit to be done anything which may result in the creation, commission, or maintenance of any such waste or nuisance on said premises or the Church Street Marketplace. Lessee shall properly handle, remove, and dispose of any and all lubricants and/or hazardous waste and maintain the Leased Premises in a clean and safe condition.
- H. **Improvements.** Should Lessee desire to make infrastructure and Lessee-specific modifications or improvements to the Leased Premises, Lessee shall obtain advanced written approval by the City. Lessee shall be solely responsible for all costs associated with improvements without reimbursement or further consideration from the City. All approved additions or improvements must comply with the standards for accessible design known as the Americans with Disabilities Act Accessibility Guidelines and shall, on expiration or termination of this Lease, belong to the City without compensation to Lessee.
- I. **Supervision.** Lessee shall ensure that the management, maintenance, and operation of the Leased Premises shall at all times be under the supervision and direction of an active, qualified, competent representative of Lessee, and Lessee shall identify its representative, and any successor, in writing to the City.

6. MAINTENANCE AND CONDITIONS OF USE OF PREMISES

- A. LESSEE shall maintain the PROPERTY in a manner which, in the sole discretion of the CITY, befits the appearance of the Church Street Marketplace. LESSEE is responsible for the maintenance of the inside and exterior of the PROPERTY; the CITY is responsible for maintenance at ground level around the PROPERTY.
- B. If failure to perform maintenance in the manner deemed appropriate by the CITY shall continue for thirty (30) days after written notice thereof, the CITY may contract with others for maintenance of the PROPERTY. In such event, LESSEE shall be responsible for all such costs.
- C. LESSEE shall repair any damage to the PROPERTY
- D. caused by or arising from operation of its business. If LESSEE fails to make such repairs or replacements promptly, the CITY may, at its option, make such repairs or replacements, and LESSEE shall repay the cost(s) thereof. In case of damage by fire or other elements, or other causes beyond the control of LESSEE, such as to make the PROPERTY untenable or substantially unfit for use by LESSEE, if the cost of repair or reconstruction exceeds the extent of insurance proceeds, then LESSEE may terminate this Lease Agreement upon reasonable notice to the CITY. The CITY shall not be liable to LESSEE for losses due to theft, burglary, or other casualty, or for damages done by persons on the PROPERTY.

- E. LESSEE shall be responsible for cleaning the PROPERTY including but not limited to window washing. Window washing shall occur bi- weekly.
- F. LESSEE shall be responsible for all graffiti removal on the exterior of the PROPERTY.
- G. LESSEE shall be responsible for all trash removal and will not use Church Street Marketplace litter receptacles for disposal.
- H. LESSEE shall recycle all appropriate materials.
- I. LESSEE will, within its control, maintain a barrier-free walkway 9 ft. or more in width along the northern and western portions of the PROPERTY at all times; i.e. no inventory, stock, supplies, or signs, etc. will be allowed in such walkway.
- J. LESSEE at all times shall operate the business in an orderly manner. LESSEE shall not, with intent to cause public inconvenience or annoyance, engage in fighting or in violent, tumultuous behavior, make unreasonable noise, use abusive or obscene language, make an obscene gesture, obstruct vehicular or pedestrian traffic, or engage in any conduct which is proscribed by Chapter 19 of Title 13 of Vermont Statutes Annotated.

7. RENT

Lessee shall, in accordance with the provisions of this section, pay the City rent and other amounts due hereunder in the amounts and using the methods set forth below:

- A. **Leased Space Rent.** Lessee shall pay the City rent for access and use of the Leased Premises at a rate of \$1,733.33 per month (\$20,800/annually), which represents approximately \$40 per square foot per month for the 520 square feet of first floor rental space at 62 Church Street.
- B. **Time for Payment.** Lessee shall make the rental payment due under this §6 on or before the first day of each calendar month during the term of this Lease. Payment shall be made to:

Community and Economic Development Office, c/o Samantha McGinnis, 149 Church Street, 3rd Floor, Burlington, Vermont 05401.
- C. **Electronic Payment.** The City shall have the right, on not less than thirty (30) days prior written notice to Lessee (the “Electronic Payment Notice”), to require Lessee to make subsequent payments of monthly rent, any additional back rent, and other monies due pursuant to the terms of this Lease by means of electronic funds transfer determined by the City in its sole and absolute discretion (the “Electronic Payment”). The Electronic Payment Notice shall set forth the proper bank ABA number, account number and designation of the account to which such Electronic Payment shall be made. Lessee shall promptly notify the City in writing of any additional information that will be required to establish and maintain Electronic Payment from Lessee’s bank or financial institution. The City shall have the right, after at least ten (10) days prior written notice to Lessee, to change the name

of the depository for receipt of any Electronic Payment and to discontinue payment of any sum by Electronic Payment

- D. **Late Payment.** Any required payment which has not been paid when due shall incur interest at the rate of 1.5% per month, in addition to a 5% penalty. Any amounts owed with penalty thereon for a period in excess of one year shall be increased by an additional eighteen (18%) applied annually to the total amount owed.

8. CITY OBLIGATIONS

- A. **Access.** The City shall ensure reasonable ingress and egress to and from the Leased Premises.

- B. **Snow Removal.** The City shall provide for snow removal from access roads.

9. ENTRY OF LEASED PREMISES

The City and its authorized officers, employees, agents, contractors, sub-contractors and other representatives shall have the right to enter upon the Leased Premises for the following purposes:

- A. **Inspection.** To inspect the Leased Premises at reasonable intervals during regular business hours (or at any time in case of emergency) to determine whether Lessee has complied and is complying with the terms and conditions of this Lease. Lessee shall provide the Director of the Church Street Marketplace with serviceable keys to the Property in order to permit the exercise of the City's rights hereunder; or
- B. **Facilities.** To perform essential maintenance, repair, relocation or removal of existing underground or overhead wires, pipes, drains, cables and conduits now located on or across the Leased Premises, and to construct, maintain, repair, relocate and remove such facilities in the future if necessary to carry out the master plan of development of the City provided, however, that said work shall in no event disrupt or unduly interfere with the operations of Lessee. Nothing herein shall be construed to impose upon the City any obligations to construct or maintain or to make repairs, replacements, alterations or additions, or shall create any liability for any failure to do so. Lessee is and shall be in exclusive possession of the Leased Premises and the City shall not, in any event, be liable for any damage to the premises or any property of Lessee or any other persons located in or thereupon, other than to repair or remedy such damage as may be occasioned by negligence of the City, its employees or agents.

10. TAXES AND ASSESSMENTS

- A. **Direct Tax.** Lessee shall pay directly to the taxing authority any and all personal property inventory taxes or assessments which may be assessed against the Leased Premises and its contents during the term hereof or any renewal term.

Lessee shall be responsible for paying all applicable property taxes for the Property during the term of this Lease Agreement. For the entire term of this lease agreement, all the appropriate fiscal year property taxes for the Property, as listed on the Property Tax Payment Schedule set by the City Council and located at 149 Church Street, shall be paid by Lessee to the CITY when a bill for said taxes is presented.

B. **Common Area Fees**

Lessee shall be responsible for paying all applicable common area fees to the City. The computation for common area fees shall include all elements applied by the Church Street Marketplace Commission in the setting of Common Area fees for Marketplace properties on Church Street. For the term of this Lease Agreement the appropriate fiscal year common area fee for the Lease Premises that is set forth on the common area fee payment schedule set by the City Charter shall be due and payable by Lessee the CITY.

C. **Common Area Fee Formula Negotiation**

In the event that the formula used to determine the common area fees for Church Street property owners for any fiscal year during the term of this Lease Agreement is changed such that a simple mathematical calculation of the amounts due CITY from Lessee for the rights granted hereby cannot be made, the parties agree to negotiate the amounts owed CITY for such year or years which amount(s) shall not be less than the amount(s) paid for the preceding fiscal year.

11. INSURANCE

Lessee shall provide a certificate of insurance including relevant endorsements in accordance with Attachment B hereto.

12. INDEMNIFICATION & LIABILITY

- A. **Indemnification.** Lessee shall indemnify, defend, and hold harmless the City, its officers, agents and employees, including the City of Burlington Church Street Marketplace Commission their successors and assigns, individually or collectively, from and against all liability and any claims, suits, expenses, losses, judgments, proceedings, damages, expenses, demands, suits, costs (including costs of defense, reasonable attorney fees, and reasonable professional fees incurred in defense or incurred in enforcement of this

indemnity), and causes of action, including but not limited to, claims arising out of or in connection to the following:

1. This Lease;
2. The Leased Premises;
3. Actions on the Leased Premises;
4. Lessee's possession, use, occupation, or control of the Leased Premises;
5. Actions or omissions of the Lessee, its agents, employees, licensees, visitors, or contractors;
6. Breach or default of this Lease by Lessee, its agents, employees, licensees, or contractors.

Lessee shall give prompt and timely notice to the City (and copying the Burlington City Attorney's Office) of any claim made or suit instituted which, in any way, directly or indirectly, contingently or otherwise, affects or may affect the City, the Leased Premises, or the Church Street Marketplace

Lessee shall reimburse the City for costs associated with violations issued by state and federal regulatory authorities resulting from Lessee's misconduct, incompetence, or negligence as determined by the City.

- B. **Liability.** The City shall not be liable to the Lessee, any assignees claiming by, through, or under Lessee, any subtenants claiming, by, through, or under Lessee, and any of their respective agents, contractors, employees, and invitees, for any injury to or death of any person or persons or the damage to or theft, destruction, loss, or loss of use of any property or inconvenience (collectively and individually a "loss") caused by casualty, theft, fire, third parties, repair, or failure to repair, or alteration of any part of this building, or any

other cause, unless due to the negligence or willful misconduct of any indemnified party, in whole or in part.

13. HAZARDOUS WASTES

- A. **Disposal.** Lessee shall properly handle, remove, and dispose of any and all lubricants, grease, and/or hazardous waste and shall maintain the Leased Premises in a clean and safe condition.
- B. **Hold Harmless.** Without any limitation to Lessee's indemnification and defense obligations hereunder, Lessee shall indemnify, defend, and hold harmless the City, its officers, and employees from and against all loss, cost and expense (including, without limitation, attorney fees) of whatever nature suffered or incurred by the City on account of the existence, release, or discharge of Hazardous Substances on or from the Leased Premises including, without limitation, any claims, costs, losses, liabilities, and expenses arising from the violation (or claimed violation) of any environmental laws or the institution of any action by any party against the City or the Leased Premises based upon nuisance, negligence or other tort theory alleging liability due to the improper generation, storage, disposal, removal, transportation or treatment of Hazardous Substances or the imposition of a lien on any part of the Leased Premises under the Comprehensive Environmental Response Compensation and Liability Act of 1980, 42 U.S.C. Section 9601, et seq., as amended ("CERCLA"), or any other laws pursuant to which a lien may be imposed due to the existence of Hazardous Substances. Lessee further unconditionally, absolutely, and irrevocably guarantees the payment of any fees and expenses incurred by the City in enforcing or seeking enforcement of the liability of Lessee under this indemnification.

14. WARRANTIES AND REPRESENTATIONS

- A. **Regarding the Leased Premises.** The City represents that it is the owner of the Leased Premises or the authorized representative or agent of said owner. During the terms of this Lease, the City represents and warrants that the Lessee may have, hold, and enjoy peaceful and uninterrupted possession of the Leased Premises and rights herein leased and granted, subject to performance by Lessee of its obligations herein.
- B. **Regarding Legal Authority.** Lessee warrants that it possesses the legal authority to enter into this Lease and that it has taken all actions required by its procedures, by-laws, and/or applicable laws to exercise that authority, and to lawfully authorize its undersigned signatory to execute this Lease and to bind Lessee to its terms. The person signing and executing this Lease on behalf of Lessee hereby represents, warrants, and guarantees that they have full authorization to do so. If requested by the City, Lessee shall provide the City

with proof of Lessee's authority to enter into this Lease within 15 days of receiving such a request.

1. CASUALTY

2. If the Leased Premises are damaged by fire, flood, or another casualty, either Party may terminate this Lease within 30 days of the date the terminating Party becomes aware of such occurrence if, in the opinion of the terminating Party, the Leased Premises have been so damaged as to render them wholly or partially untenable or unfit for the Lessee's purposes. If so elected, the terminating Party shall give the other Party written notice to the City and termination shall be effective 30 days from the date of mailing of the notice of termination.

If the Parties elect not to terminate this Lease, the City shall reasonably estimate the time, restoration work, and commencement date that the City reasonably anticipates is required for the performance of restoration work. Lessee's obligation to pay rent shall equitably and proportionately abate with respect to the damaged portion of the Leased Premises from the date of damage until restoration is sufficiently complete to enable Lessee to recommence its use and occupancy of the Leased Premises for the purposes set forth in this Lease.

3. TITLE TO IMPROVEMENTS

Upon the expiration or termination of this Lease, all permanently fixed improvements made upon the Leased Premises by Lessee shall become a part of the realty and remain on the Leased Premises as the property of the City. Lessee shall not be entitled to compensation of any kind for such improvements, nor shall the City be required to provide Lessee with any consideration of any kind for such improvements.

4. TERMINATION

In addition to the termination rights granted in other sections of this Lease, the Parties may terminate this Lease in accordance with this **§16**.

A. Breach. The failure of either Party to perform any of its material obligations hereunder in whole or in part or in a timely or satisfactory manner constitutes a breach.

B. Termination by the City.

- (i) **Breach.** The City may terminate this Lease, if Lessee fails to perform any of its material obligations hereunder in whole or in part or in a timely or satisfactory manner, including, but not limited to, the following conditions:
 - a. **Past Due.** If Lessee fails to pay required rental charges or money payments more than thirty (30) days after a due date.
 - b. **Abandonment.** If Lessee or any approved sub-lessee voluntarily abandons or discontinues the conduct and operation of its service at the Kiosk for a continuous period of sixty (60) days.
 - c. **Bankruptcy.** The institution of proceedings under any bankruptcy, insolvency, reorganization or similar law, by or against Lessee, or the appointment of a receiver or similar officer for Lessee or any of its property, which is not vacated or fully stayed within twenty (20) days after the institution or occurrence thereof, shall constitute a breach.
 - d. **Public safety.** If terminating the lease is reasonably necessary to preserve public safety or to prevent an immediate public crisis.
- (ii) **Notice and Cure Period.** In the event of a breach, notice of such shall be given in writing by the aggrieved Party to the other Party. If such breach is not cured within 30 days of receipt of written notice, or if a cure cannot be completed within thirty (30) days, or if a cure of the breach has not begun within 30 days and pursued with due diligence, the non-breaching Party may terminate this Lease by sending a notice of termination, which shall be effective thirty (30) days after the notice of termination is sent. Notwithstanding anything to the contrary herein, the City, in its sole discretion, need not provide advance notice or a cure period and may immediately terminate this Lease in whole or in part if reasonably necessary to preserve public safety or to prevent an immediate public crisis.
- (iii) **Repeated Breaches.** If the same Termination Event has occurred on four separate occasions during any rolling 12-month period (having been duly remedied or waived on each occasion), a cure period for remedying the next occurrence of such Termination Event occurring within the relevant 12-month rolling period will only be available if City so permits in its sole discretion.

(iv) **Rights and Remedies Not Exclusive.** The rights and remedies of the City provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

C. **Termination by Lessee.** Lessee may terminate this Lease upon thirty (30) days' advance written notice to the City under the following conditions:

(i) **Injunction.** The issuance by any court of competent jurisdiction of an injunction, order, or decree preventing or restraining the use by Lessee of all or any substantial part of the Leased Premises or preventing or restraining the use of the Kiosk for usual Church Street Marketplace purposes in its entirety, or the use of any part thereof which may be used by Lessee and which is necessary for Lessee's operations on the Kiosk which remains in force, unvacated or unstayed for a period of at least sixty (60) days.

D. **Damage to Improvements.** Either Party may terminate this Lease upon providing thirty (30) days' written notice to the other Party if the fixed improvements upon the Leased Premises are so totally destroyed or so extensively damaged that it would be impracticable or uneconomical to restore the same to their previous condition.

15. CONDITION ON TERMINATION

At the termination or expiration of this Lease, Lessee shall surrender and deliver the Leased Premises in as substantially good order and condition as exists at the inception hereof; excepting, however, loss by fire, inevitable accident, act of God, and ordinary wear and tear.

16. LIENS

Lessee shall cause to be removed any and all mechanic's or materialman's liens of any nature arising out of or because of any construction performed by Lessee upon the Leased Premises or arising out of or because of the performance of any work or labor upon or the furnishing of any materials for use at the Leased Premises. This shall be done by or at the direction of Lessee within a reasonable time not to exceed six (6) months from the completion of any such construction.

17. HOLDING OVER

In the event Lessee shall hold over and remain in possession of the Leased Premises after cancellation or termination of this Lease, such holding over shall not be deemed to operate as a renewal or extension of this Lease, but rather shall only create a tenancy from month-to-month which the City may terminate at any time upon thirty (30) days' advance written notice.

18. FORCE MAJEURE

Neither Party shall be deemed to have breached this Lease if it is prevented from performing any of its obligations hereunder by reason of acts of God, acts of the public enemy, acts of superior governmental authority, weather conditions, riots, rebellion, sabotage, or any other circumstances for which it is not responsible or which is not under its control, and the Party experiencing force majeure gives written notice to the other party identifying the nature of such force majeure, and when it began. The Party experiencing force majeure shall take immediate action to attempt to remove such causes of force majeure as may occur from time to time and its operations under this Lease shall be resumed immediately after such cause has been removed, provided that neither Party shall be required to settle any labor dispute except upon terms that the Party deems acceptable. The suspension of any obligations under this section shall not cause the term of this Lease to be extended and shall not affect any rights accrued under this Lease prior to the occurrence of the force majeure. The Party giving notice of the force majeure shall also give notice of its cessation.

19. PUBLIC EMERGENCIES

Lessee must comply with all local, state, federal orders, directives, regulations, guidance, advisories during public emergencies. Public emergencies include, but are not limited to, national, state and local security emergencies; public health emergencies and pandemics; evacuations; chemical spills; shelter-in-place alerts; severe weather advisories; boil water advisories; and roadway interruptions. A Lessee's failure to comply with any local, state, federal orders, directives, regulations, guidance, or advisories during a public emergency shall constitute a breach of the Lease pursuant to Section 17 (Termination). The City shall have sole discretion in determining if Lessee is compliant with the above. If a public emergency is declared, the City will not be responsible for any expenses or losses incurred as a result of any public emergency.

20. DISPUTE RESOLUTION

The Parties shall make their designation representative available to meet within a reasonable time to discuss issues relating to the Lease or the Leased Premises. Each Party shall take such actions as reasonably necessary to address any issues within a reasonable time.

Either Party may enforce this Lease and/or seek appropriate remedies in Chittenden Superior Court under the laws of the State of Vermont.

21. NOTICES AND REPRESENTATIVES

Each individual identified below is the principal representative of the designating Party. All notices required to be given hereunder shall be hand delivered with receipt required or sent by certified or registered mail to such Party's principal representative at the address set forth below. In addition to, but not in lieu of a hard-copy notice, notice also may be sent by e-mail to the e-mail addresses, if any, set forth below. Either Party may from time to time designate by written notice substitute addresses or persons to whom such notices shall be sent. Unless otherwise provided herein, all notices shall be effective upon receipt.

For the City: Community & Economic Development Office

 c/o Samantha McGinnis

 149 Church Street, 3rd Floor
 Burlington, VT 05401
 802.735.5572
 Smcginnis@burlingtonvt.gov

For Lessee:

22. GENERAL CIVIL RIGHTS PROVISIONS

Lessee agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. If the Lessee transfers its obligation to another, the transferee is obligated in the same manner as the Lessee.

This provision obligates the Lessee for the period during which the property is owned, used, or possessed by the Lessee. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS

During the performance of this Lease, the Lessee, for itself, its assignees, and successors in interest, agrees as follows:

- (ii) **Compliance with Regulations:** The Lessee will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- (iii) **Nondiscrimination:** The Lessee, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Lessee will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- (iv) **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Lessee for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Lessee of the contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

(v) **FEDERAL CIVIL RIGHTS PROVISION**

(vi) No person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of property and facilities made available or leased to Lessee; the construction of any improvements on, over, or under said property and facilities; or the furnishing of services thereon. Lessee shall comply with the Nondiscrimination Acts and Authorities as set out below and as they may be amended from time to time.

A. The Lessee shall maintain and operate such facilities and services in compliance with all requirements imposed by the Nondiscrimination Acts and Authorities such that no person on the grounds of race, color, or national origin, shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

B. In all solicitations, either by competitive bidding, or negotiation made by Lessee for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier shall be notified by Lessee of Lessee's obligations under this Agreement and the Nondiscrimination Acts and Authorities.

C. In the event of breach of any of the above non-discrimination covenants, the City shall have the right to terminate the Agreement and re-enter and repossess the underlying property and facilities and hold the same as if the Agreement had never been made or issued.

D. During the performance of this Lease, Lessee, for itself, its assignees, and successors in interest (hereinafter referred to as the “Lessee”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

C. Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);

D. 49 CFR part 21 (Non-discrimination in Federally-assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);

E. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

F. Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27;

G. The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);

H. The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

I. Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131 – 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;

J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes

discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

- L. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 et seq).

(vii) LIVABLE WAGE

The City has in effect a livable wage ordinance. This livable wage ordinance is applicable to service contracts with the City (as opposed to the purchasing of goods) where the total amount of the contract or contracts with the same person or entity exceeds \$15,000 for any twelve-month period.

Lessee shall comply with the livable wage ordinance to the extent that it is a covered employer under the ordinance and the ordinance is otherwise applicable. Lessee shall also require any contractors or agents performing work at the Leased Premises to comply with the livable wage ordinance.

(viii) MORTGAGES

At the option of the City, this Lease shall be subordinate to any mortgage or other security interest by the City which from time to time may encumber all or part of Leased Premises so long as the City's lender shall agree in writing in a form reasonably acceptable to Lessee that such lender will not disturb Lessee's possession and rights under Lease so long as Lessee remains in compliance with Lease.

(ix) ESTOPPEL CERTIFICATE

Each Party shall—within thirty (30) business days after request by the other Party—execute and deliver to the requesting Party, or the party designated by the requesting Party, a statement certifying: (i) that Lease is unmodified and in full force and effect (or, if there have been modifications, stating the modifications, and that the modified Lease is in full force and effect); (ii) whether, to the responding Party's knowledge, either Party is in default in performance of any of its obligations under Lease, and, if so, specifying each default; and (iii) any other information reasonably requested concerning Lease.

(x) BROKER COMMISSIONS

The City shall have no obligation to pay any real estate commissions to any agents or brokers claiming by or through Lessee, and without prejudice to Lessee's general indemnification and defense obligation hereunder, Lessee agrees to indemnify and hold harmless the City for all claims or demands of any other real estate agent or broker claiming by, through, or under Lessee. This indemnification shall also include payment of costs and attorney fees incurred by the City in defense of a claim for such real estate commissions or fees.

(xi) **GENERAL PROVISIONS**

- A. **Assignment.** Lessee shall not assign this Lease or sublet any part of the Leased Premises without the expressed written consent of the City.
- B. **Binding Effect.** All provisions of this Lease, including the benefits and burdens, shall extend to and be binding upon the Parties' respective heirs, legal representatives, successors, and assigns.
- C. **Captions.** The captions and headings in this Lease are for convenience of reference only and shall not be used to interpret, define, or limit its provisions.
- D. **Counterparts.** This Lease may be executed in multiple identical counterparts, all of which shall constitute one agreement.
- E. **Entire Understanding.** This Lease represents the complete integration of all understandings between the Parties and all prior representations and understandings—oral or written—are merged herein. Prior or contemporaneous additions, deletions, or other changes hereto shall not have any force or effect whatsoever, unless embodied herein. By and through execution of this Lease, the prior temporary license agreement executed between the Parties as of Fall 2024 is extinguished and supplanted hereby.
- F. **Extinguishment and Replacement.** This Lease extinguishes and replaces any prior leases between the Parties related to the Leased Premises upon the Effective Date hereof.
- G. **Modification.** Modifications of this Lease shall not be effective unless agreed to in writing by both Parties in a formal written amendment to this Lease, properly executed and approved by both Parties.
- H. **Interpretation.** The language in all parts of this Lease shall in all cases be construed

simply according to its fair meaning and not strictly construed against the City. This Lease shall be construed and performance thereof shall be determined in accordance with the laws of the State of Vermont.

- I. **Severability.** Provided this Lease can be executed and performance of the obligations of the Parties accomplished within its intent, the provisions hereof are severable, and any provision that is declared invalid or becomes inoperable for any reason shall not affect the validity of any other provision hereof.
- J. **Survival of Certain Lease Terms.** Notwithstanding anything herein to the contrary, provisions of this Lease requiring continued performance, compliance, or effect after expiration or termination shall survive such expiration or termination and shall be enforceable by the City if Lessee fails to perform or comply as required.
- K. **Third Party Beneficiaries.** Enforcement of this Lease and all rights and obligations hereunder are reserved solely to the Parties, and not to any third party. Any services or benefits which third parties receive as a result of this Lease are incidental to the Lease and do not create any rights for such third parties.
- L. **Waiver.** No acceptance by the City of rentals, fees, charges or other payments in whole or in part, for any period or periods after a default of any of the terms, covenants, and conditions hereof, to be performed, kept or observed by Lessee, shall be deemed a waiver of any right on the part of the City to terminate this Lease. A waiver by the City of any breach of a term, provision, or requirement of this Lease or any right or remedy hereunder, whether explicitly or by lack of enforcement, shall not be construed or deemed as a waiver of any subsequent breach of such term, provision or requirement, or of any other term, provision, or requirement.
- M. **Public Records.** All records submitted to the City, whether electronic, paper, or otherwise recorded, are subject to the Vermont Public Records Act. The determination of how those records must be handled is solely within the purview of the City. All records considered to be trade secrets, as that term is defined by subsection 317(c)(9) of the Vermont Public Records Act, shall be identified by Lessee, as shall all other records considered to be exempt under the Act. It is not sufficient to merely state generally that a document or record is proprietary, a trade secret, or otherwise exempt. Particular records, pages, or sections that are believed to be exempt must be specifically identified as such and must be separated from other records with a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 317 of Title 1 of the Vermont Statutes Annotated.
- N. **Illegal Substance.** Lessee, Lessee's employees, and Lessee's patrons are prohibited from

possessing, using, transporting, cultivating, selling, growing, or donating any substance prohibited under local, state, or federal law, including but not limited to marijuana.

O. **Attorneys' Fees.** In case of any dispute arising from this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and costs.

P. **Municipal Rights.** Nothing herein shall be deemed a waiver of Landlord's regulatory authority as a city.

(xii) **ATTACHMENTS**

The following attachments are adopted, made part of, and incorporated by reference into this Agreement:

A. **Attachment A:** Leased Premises Description and Map

B. **Attachment B:** Insurance Requirements

C. **Attachment C:** Burlington Standard Contract Conditions

D. **Attachment D:** Certificate of Insurance

E. **Attachment E:** Burlington Livable Wage Ordinance Certification

— *Signature Pages to Follow* —

The parties to this Agreement do hereby execute this document on this ___ day of _____, 2025:

CITY OF BURLINGTON

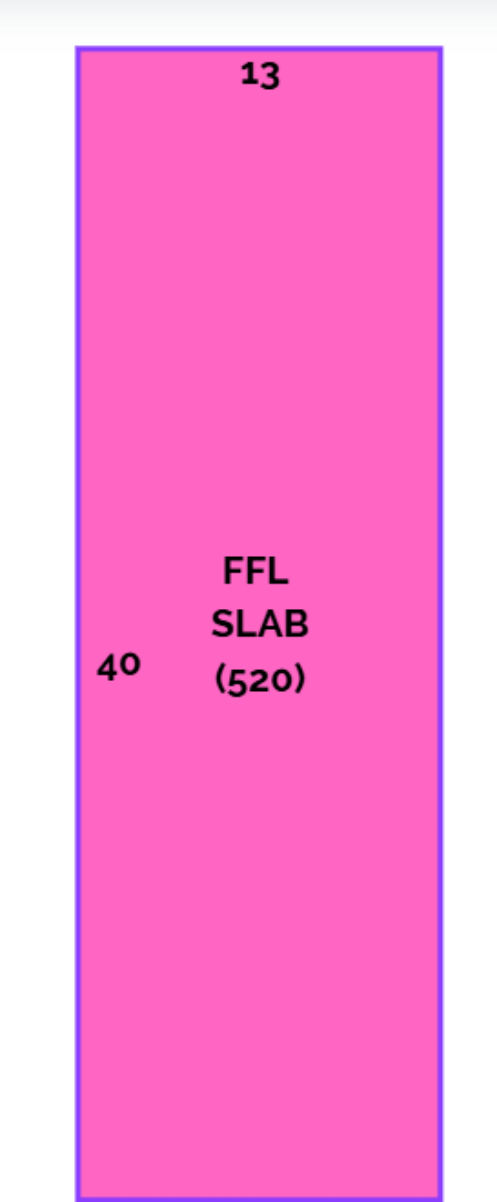
By _____
Emma Mulvaney-Stanak, Mayor
City of Burlington

By _____
Ava Stanley, Owner
_____, LLC

Date _____

Date _____

Attachment A:
62 Church Street Land Plot



Attachment B:
Standard Insurance Conditions & Indemnification

INSURANCE: Prior to beginning any work, the Contractor shall obtain the following insurance coverage from an insurance company registered and licensed to do business in the State of Vermont and having an A.M. Best insurance rating of at least A-, financial size category VII or greater (www.ambest.com). The certificate of insurance coverage shall be documented on forms acceptable to the City. Compliance with minimum limits and coverage, evidenced by a certificate of insurance showing policies and carriers that are acceptable to the City, must be received prior to the Effective Date of the Contract. If this Contract extends to more than one year, evidence of continuing coverage must be submitted to the City on an annual basis. Copies of any insurance policies may be required.

The Contractor is responsible to verify and confirm in writing to the City that: (i) all subcontractors must comply with the same insurance requirements as the Contractor; (ii) all work activities related to the Contract shall meet minimum coverage and limits; and (iii) all coverage shall include adequate protection for activities involving hazardous materials.

No warranty is made that the coverage and limits listed herein are adequate to cover and protect the interests of the Contractor for the Contractor's operations. These are solely minimums that have been developed and must be met to protect the interests of the City.

A. Commercial General Liability: With respect to all operations performed by the Contractor, subcontractors, agents or workers, it is the Contractor's responsibility to ensure that commercial general liability insurance coverage, covering bodily injury and property damage, on an occurrence form, provides all major divisions of coverage including, but not limited to:

1. Premises Operations
2. Independent Contractors' Protective
3. Products and Completed Operations
4. Personal Injury Liability
5. Medical Expenses

Coverage limits shall not be less than:

- | | | |
|----|-------------------------------|-------------|
| 1. | General Aggregate | \$2,000,000 |
| 2. | Products-Completed/Operations | \$2,000,000 |
| 3. | Personal & Advertising Injury | \$1,000,000 |
| 4. | Each Occurrence | \$1,000,000 |
| 5. | Damage to Rented Premises | \$ 250,000 |
| 6. | Med. Expense (Any one person) | \$ 5,000 |

B. Workers' Compensation/Employer Liability: With respect to all operations performed, the Contractor shall carry workers' compensation insurance in accordance with the laws of the State of Vermont and ensure that all subcontractors carry the same workers' compensation insurance for all work performed by them under this contract. Minimum limits for Employer's Liability:

- Bodily Injury by Accident: \$500,000 each accident
- Bodily Injury by Disease: \$500,000 policy limit,
\$500,000 each employee

For contracts involving work of any kind or nature on Lake Champlain, Workers' Compensation/Employer's Liability policy shall include a Maritime Endorsement (USL&H).

C. Professional Liability/Errors & Omissions:

1. General: The Contractor shall carry appropriate professional liability insurance covering errors and omissions made during their performance of contractual duties with the following minimum limits:

(b) \$2,000,000 - Annual Aggregate/Policy Limit

(b) \$1,000,000 - Per Claim/Occurrence

2. Deductibles: The Contractor is responsible for any and all deductibles.
3. Coverage: The Contractor shall maintain continuous professional liability coverage for the period of the Contract and for a period of five years following substantial completion of construction.

D. Umbrella/Excess Liability:

1. \$1,000,000 Each Event Limit
2. \$1,000,000 General Aggregate Limit
3. Umbrella/Excess Liability is excess above Commercial General Liability, Automobile Liability, and Workers' Compensation/Employer Liability.

All policies shall be endorsed to provide the City thirty (30) days' notice of cancellation. Each policy (except workers compensation/employers' liability and errors & omissions/professional liability) shall be endorsed to name the City and its officers, employees, agents, successors, and

assigns as additional insureds on a primary, non-contributory basis. Each policy (except errors & omissions/professional liability) shall be endorsed to waive subrogation against the City. Contractor's general liability, pollution, and umbrella policies provide additional insured coverage for both premises and completed operations using endorsements CG 20 10 and CG 20 37 or their equivalents for a period of three years.

INDEMNIFICATION: Contractor shall hold harmless, indemnify, and defend the City and its officers, employees, agents, successors, and assigns (collectively, the "Indemnitees") from and against all claims, causes of action, lawsuits, damages, liabilities, liens, penalties, fines, and costs (including attorneys' fees and costs) of every kind and nature whatsoever (collectively, "Claims") arising from or relating to this Contract or Contractor's operations hereunder, excepting any Claims arising from the City's own gross negligence or willful misconduct. Contractor's indemnification and defense obligations shall survive termination of this Contract, and Contractor shall ensure that any subcontract for work under this Contract requires the subcontractor to satisfy the same indemnification and defense obligations in favor of the Indemnitees.

Attachment D: Burlington Standard Contract Conditions

1. DEFINITIONS:

- A. The "Contract" shall mean the Contract between Contractor and the City to which these conditions apply and includes this Attachment C.
- B. The "Contractor" shall mean Ava Stanley.

- C. The “City” shall mean the City of Burlington, Vermont or any of its departments.
 - D. The “Effective Date” shall mean the date on which the Contract becomes effective according to its terms, or if no effective date is stated, the date that all parties to it have signed.
 - E. The “Parties” shall mean the parties to this Contract.
 - F. The “Work” shall mean the services being provided by the Contractor, as provided in the Contract.
-
- 2. **REGISTRATION:** The Contractor agrees to be registered with the Vermont Secretary of State’s office as a business entity doing business in the State of Vermont at all times this Contract is effective. This registration must be complete prior to Contract execution.
 - 3. **INSURANCE & INDEMNIFICATION:** The insurance and indemnification provisions set forth in Attachment C-1 are incorporated by this reference as though fully set forth. Any provisions of this Contract for indemnification, defense, release of liability, or warranty, shall survive termination hereof.
 - 4. **CONFLICT OF INTEREST:** The Contractor shall disclose in writing to the City any actual or potential conflicts of interest or any appearance of a conflict of interest by the Contractor, its employees or agents, or its sub-contractors, if any.
 - 5. **PLANS, RECORDS, AND AVAILABLE DATA:** The City agrees to make available, at no charge, for the Contractor’s use all available data related to the Contract including any preliminary plans, maps, drawings, photographs, reports, traffic data, calculations, EDM, valuable papers, topographic survey, utility location plats, or any other pertinent public records.
 - 6. **PERSONNEL REQUIREMENTS AND CONDITIONS:** The Contractor shall employ only qualified personnel with appropriate and valid licensure, to the extent a license is required for the work performed. The City shall have the right to approve or disapprove key personnel assigned to administer activities related to the Contract.

Except with the approval of the City, during the life of the Contract, the Contractor shall not employ:

- 1. Any City employees who are directly involved with the awarding, administration, monitoring, or performance of the Contract or any project(s) that are the subjects of the Contract.
- 2. Any person so involved within one (1) year of termination of employment with the City.

The Contractor warrants that no company or person has been employed or retained, other than a bona fide employee working solely for the Contractor, to solicit or secure this Contract, and that no company or person has been paid or has a contract with the Contractor to be paid, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of the Contract. For breach or violation of this warranty, the City shall have the right to annul the Contract, without liability to the City, and to regain all costs incurred by the City in the performance of the Contract.

The City reserves the right to require removal of any person employed by a Contractor, from work related to the Contract, for misconduct, incompetence, or negligence as determined by the City, in the due and proper performance of Contractor's duties, or for neglecting or refusing to comply with the requirements of the Contract.

7. **PERFORMANCE:** Contractor warrants that performance of Work will conform to the requirements of this Contract. Contractor shall use that degree of ordinary care and reasonable diligence that an experienced and qualified provider of similar services would use acting in like circumstances and experience in such matters and in accordance with the standards, practices and procedures established by Contractor for its own business.
8. **DESIGN STANDARDS:** Unless otherwise specifically provided for in the Contract, or directed in writing, Contractor services, studies or designs, that include or make reference to plans, specifications, special provisions, computations, estimates, or other data shall be in conformance with applicable City, state, and federal specifications, manuals, codes or regulations, including supplements to or revisions thereof, adopted prior to or during the duration of this Contract. In case of any conflict with the guidelines referenced, the Contractor is responsible to identify and follow any course of direction provided by the City.
9. **RESPONSIBILITY FOR SUPERVISION:** The Contractor shall assume primary responsibility for general supervision of Contractor employees and their sub-Contractors for all work performed under the Contract and shall be solely responsible for all procedures, methods of analysis, interpretation, conclusions and contents of work performed under the Contract. The Contractor shall be responsible to the City for all acts or omissions of its sub-contractors and any other person performing work under this Contract.
10. **UTILITIES:** Whenever a facility or component of a private, public, or cooperatively-owned utility will be affected by any proposed construction, the Contractor will counsel with the City, plus achieve any necessary contacts and discussions with the affected owners, regarding any requirement necessary for revisions of facilities or existing installations, both above and below ground. Any such installations must be completely and accurately exhibited on any detail sheets or plans. The Contractor shall inform the City, in writing, of any such contacts and the results thereof.

- 11. INSPECTION OF WORK:** The City shall, at all times, have access to the Contractor's work for the purposes of inspection, accounting, and auditing, and the Contractor shall provide whatever access is considered necessary to accomplish such inspections. At any time, the Contractor shall permit the City or representative for the City the opportunity to inspect any plans, drawings, estimates, specifications, or other materials prepared or undertaken by the Contractor pursuant to the Contract, as well as any preparatory work, work-in-progress, or completed work at a field site, where applicable.

Conferences, visits to a site, or an inspection of the work, may be held at the request of any involved party or by representatives of the City.

- 12. REVIEWS AND ACCEPTANCES:** All preliminary and detailed designs, plans, specifications, estimates or other documents prepared by the Contractor, shall be subject to review and endorsement by the City.

Approval for any inspections or sequences of progress of work shall be documented by letters, memoranda or other appropriate written means.

A frequency for formal reviews shall be set forth in the Contract. Informal reviews, conducted by the City will be performed as deemed necessary. The Contractor shall respond to all official comments regardless of their source. The Contractor shall supply the City with written copies of all correspondence relating to formal and informal reviews.

No acceptance shall relieve a Contractor of their professional obligation to correct any defects or errors in their work at their own expense.

- 13. PUBLIC RELATIONS:** Whenever it is necessary to perform work in the field, particularly with respect to reconnaissance, the Contractor will endeavor to maintain good relations with the public and any affected property owners. Personnel employed by or representing the Contractor shall conduct themselves with propriety. The Contractor agrees to inform property owners and/or tenants, in a timely manner, if there is need for entering upon private property as an agent of the City, in accordance with 19 V.S.A. § 35 and §.503, to accomplish the work under the Contract. The Contractor agrees that any work will be done with minimum damage to the land and disturbance to the owner. Upon request of the Contractor, the City shall furnish a letter of introduction to property owners soliciting their cooperation and explaining that the Contractor is acting as an agent of the City.

- 14. ACKNOWLEDGEMENTS:** Acknowledgment of the City's support must be included in any and all publications, renderings and project publicity, including audio/visual materials developed under this Contract.

15. APPEARANCES:

- A. Hearings and Conferences: The Contractor shall provide services required by the City and necessary for furtherance of any work covered under the Contract. These services shall include appropriate representation at design conferences, public gatherings and hearings, and appearances before any legislative body, commission, board, or court, to justify, explain and defend its contractual services covered under the Contract.

The Contractor shall perform any liaison that the City deems necessary for the furtherance of the work and participate in conferences with the City, at any reasonable time, concerning interpretation and evaluation of all aspects covered under the Contract.

The Contractor further agrees to participate in meetings with the City and any other interested or affected participant, for the purpose of review or resolution of any conflicts pertaining to the Contract.

The Contractor shall be equitably paid for such services and for any reasonable expenses incurred in relation thereto in accordance with the Contract.

- B. Appearance as Witness: If and when required by the City, the Contractor, or an appropriate representative, shall prepare and appear for any litigation concerning any relevant project or related contract, on behalf of the City. The Contractor shall be equitably paid, to the extent permitted by law, for such services and for any reasonable expenses incurred in relation thereto, in accordance with the Contract.

16. **PAYMENT PROCEDURES**: The City shall pay, or cause to be paid, to the Contractor or the Contractor's legal representative payments in accordance with the Contract. All payments will be made in reliance upon the accuracy of all representations made by the Contractor, whether in invoices, progress reports, emails, or other proof of work. When applicable, for the type of payment specified in the Contract, the progress report shall summarize actual costs and any earned portion of fixed fee.

All invoices and correspondence shall indicate the applicable project name, project number and the Contract number. When relevant, the invoice shall further be broken down in detail between projects.

When applicable, for the type of payment specified in the Contract, expenses for meals and travel shall be limited to the current approved in-state rates, as determined by the State of

Vermont's labor contract, and need not be receipted. All other expenses are subject to approval by the City and must be accompanied with documentation to substantiate their charges.

No approval given or payment made under the Contract, shall be conclusive evidence of the performance of the Contract, either wholly or in part thereof, and no payment shall be construed to be acceptance of defective work or improper materials.

The City agrees to pay the Contractor and the Contractor agrees to accept, as full compensation, for performance of all services rendered and expenses incurred, the fee specified in the Contract.

Upon completion of all services covered under the Contract and payment of the agreed upon fee, the Contract with its mutual obligations shall end.

17. **DUTY TO INFORM CITY OF CONTRACT DOCUMENT ERRORS:** If Contractor knows, or has reasonable cause to believe, that a clearly identifiable error or omission exists in the Contract Documents, including but not limited to unit prices and rate calculations, Contractor shall immediately give the City written notice thereof. Contractor shall not cause or permit any Work to be conducted which may relate to the error or omission without first receiving written notice by the City that City representatives understand the possible error or omission and have approved of modifications to the Contract Documents or that Contractor may proceed without any modification being made to Contract Documents.
18. **NON-APPROPRIATION:** The obligations of the City under this Contract are subject to annual appropriation by the Burlington City Council. If no funds or insufficient funds are appropriated or budgeted to support continuation of payments due under this Contract, the Contract shall terminate automatically on the first day of the fiscal year for which funds have not been appropriated. The Parties understand and agree that the obligations of the City to make payments under this Contract shall constitute a current expense of the City and shall not be construed to be a debt or a pledge of the credit of the City. The decision whether or not to budget and appropriate funds during each fiscal year of the City is within the discretion of the Mayor and City Council of the City. The City shall deliver written notice to Contractor as soon as practicable of any non-appropriation, and Contractor shall not be entitled to any payment or compensation of any kind for work performed after the City has delivered written notice of non-appropriation.
19. **CHANGES AND AMENDMENTS:** No changes or amendments to the Work of the Contract shall be effective unless documented in writing and signed by authorized representatives of the City and the Contractor.

20. **EXTENSION OF TIME:** The Contractor agrees to prosecute the work continuously and diligently and no charges or claims for damages shall be made by the Contractor for delays or hindrances, from any cause whatsoever, during the progress of any portion of services specified in the Contract. Such delays or hindrances, if any, may be compensated for by an extension of time for such reasonable period as the City may decide. Time extensions shall be granted by amendment, only for excusable delays, such as delays beyond the control of the Contractor and without the fault or negligence of the Contractor.

21. **PUBLIC HEALTH EMERGENCY:**

- A. Compliance with Mandates and Guidance: The Contractor is advised that public health emergencies—meaning public health emergencies, as declared by the City, the State of Vermont, or the Federal Government—may introduce significant uncertainty into the project. The Contractor must comply with all local, state, federal orders, directives, regulations, guidance, advisories during a public health emergency. Contractor shall adhere to the below provisions and consider public health emergencies as it develops project schedules and advances the Work.
- B. Creation of Public Health Emergency Plan: For any work performed on-site at a City location, the Contractor shall create a public health emergency plan acceptable to the City. The Contractor shall be responsible for following this plan and ensuring that the project or site is stable and in a safe and maintainable condition.
 - a. Public Health Emergency Plan: The Public Health Emergency Plan will contain:
 - i. Measures to manage risk and mitigate potential impacts to the health and safety of the public, the City and Contractor's workers;
 - ii. Explicit reference to any health and safety performance standards and mandates provided by the City, the State of Vermont, the Federal government, or other relevant governmental entities;
 - iii. A schedule for possible updates to the plan as standards and mandates change; and
 - iv. Means to adjust the schedule and sequence of work should the emergency change in nature or duration.
 - b. Review and Acceptance of Plan:
 - i. Contractor must provide the plan to the City by the Effective Date of this Contract or by one (1) week prior to the commencement of on-site activities, whichever is later.
 - ii. The City shall have sole discretion to require changes to the plan.
 - iii. The City may revisit the plan at any time to verify compliance with obligations that arise under a state of emergency.
- C. Enforcement & Stoppage of Work: Contractor fails to comply with either 1) the approved public health emergency plan, or 2) any local, state, federal orders, directives, regulations, guidance, or advisories during a public health emergency, the City may stop Work under

the Contract until such failure is corrected. Such failure to comply shall constitute a breach of the Contract.

Upon stoppage of work, the City may allow Work to resume, at a time determined by the City, under this Contract if such failure to comply is adequately corrected. The City shall have sole discretion in determining if Contractor has adequately corrected its failure to comply with the above.

If Contractor's breach of Contract has not been cured within seven (7) days after notice to stop Work from the City, then City may terminate this Contract, at its discretion.

D. City Liability Relating to Potential Delays: If a public health emergency is declared, the City will not be responsible for any delays related to the sequence of operations or any expenses or losses incurred as a result of any delays. Any delays related to a public health emergency will be excusable, but will not be compensable.

22. **FORCE MAJEURE**: Neither Party to this Contract shall be liable to the other for any failure or delay of performance of any obligation under this Contract to the extent the failure or delay is caused by acts of God, public health emergencies, epidemics, acts of the public enemy, acts of superior governmental authority, weather conditions, riots, rebellion, sabotage, or any other circumstances for which it is not responsible or which is not under its control ("Force Majeure"). To assert Force Majeure, the nonperforming party must prove that a) it made all reasonable efforts to remove, eliminate, or minimize the cause of delay or damage, b) diligently pursued performance of its obligations, c) substantially fulfilled all obligations that could be fulfilled, and d) timely notified the other party of the likelihood or actual occurrence of a Force Majeure event. If any such causes for delay are of such magnitude as to prevent the complete performance of the Contract within two (2) years of the originally scheduled completion date, either Party may by written notice request to amend or terminate the Contract. The suspension of any obligations under this section shall not cause the term of this Contract to be extended and shall not affect any rights accrued under this Contract prior to the occurrence of the Force Majeure. The Party giving notice of the Force Majeure shall also give notice of its cessation.

23. **PAYMENT FOR EXTRA WORK, ADDITIONAL SERVICES OR CHANGES**: The City may, in writing, and without invalidating the Contract, require changes resulting from revision or abandonment of work already performed by the Contractor or changes in the scope of work.

The value of such changes, to the extent not reflected in other payments to the Contractor, shall be incorporated in an amendment and be determined by mutual agreement. Any adjustments of this nature shall be executed under the appropriate fee established in the Contract, based on the adjusted quantity of work.

No changes for which additional fee payment is claimed shall be made unless pursuant to a written order from the City, and no claim for payment shall be valid unless so ordered.

The Contractor agrees to maintain complete and accurate records, in a form satisfactory to the City for all time devoted directly to same by Contractor employees. The City reserves the right to audit the records of the Contractor related to any extra work or additional services. Any such services rendered shall be subject, in all other respects, to the terms of the Contract. When changes are so ordered, no additional work shall be performed by the Contractor until a Contract amendment has been fully executed, unless written notice to proceed is issued by the City. Any claim for extension of time that may be necessitated as a result of extra work or additional services and changes shall be given consideration and evaluated insofar as it directly relates to the change.

24. **FAILURE TO COMPLY WITH TIME SCHEDULE:** If the City is dissatisfied because of slow progress or incompetence in the performance of the Work in accordance with the schedule for completion of the various aspects of construction, the City shall give the Contractor written notice in which the City shall specify in detail the cause of dissatisfaction. Should the Contractor fail or refuse to remedy the matters complained of within five days after the written notice is received by the Contractor, the City shall have the right to take control of the Work and either make good the deficiencies of the Contractor itself or direct the activities of the Contractor in doing so, employing such additional help as the City deems advisable. In such events, the City shall be entitled to collect from the Contractor any expenses in completing the Work. In addition, the City may withhold from the amount payable to the Contractor an amount approximately equal to any interest lost or charges incurred by the City for each calendar day that the Contractor is in default after the time of completion stipulated in the Contract Documents.
25. **RETURN OF MATERIALS:** Contractor agrees that at the expiration or termination of this Contract, it shall return to City all materials provided to it during its engagement on behalf of City.
26. **ACCEPTANCE OF FINAL PAYMENT; RELEASE:** Contractor's acceptance of the final payment shall be a release in full of all claims against the City or its agents arising out of or by reason of the Work. Any payment, however, final or otherwise, shall not release the Contractor or their sureties from any obligations under the Contract Documents or any performance or payment bond.
27. **OWNERSHIP OF THE WORK:** The Contractor agrees that the ownership of all studies, data sheets, survey notes, subsoil information, drawings, tracings, estimates, specifications, proposals, diagrams, calculations, EDM and other material prepared or collected by the Contractor, hereafter referred to as "instruments of professional service", shall become the

property of the City as they are prepared and/or developed during execution of the Contract. The Contractor agrees to allow the City access to all “instruments of professional service” at any time. The Contractor shall not copyright any material originating under the Contract without prior written approval of the City. No publications or publicity of the work, in part or in total, shall be made without the express written agreement of the City, except that Contractor may in general terms use previously developed instruments of professional service to describe its abilities for a project in promotional materials.

28. **PROPRIETARY RIGHTS:** The Parties under the Contract hereby mutually agree that, if patentable discoveries or inventions should result from work performed by the Contractors under the Contract, all rights accruing from such discoveries or inventions shall be the sole property of the Contractor. The Contractor, however, agrees to and does hereby grant to the City an irrevocable, nonexclusive, non-transferable, and royalty--free license to the manufacture, use, and disposition of any discovery or invention that may be developed as a part of the Work under the Contract.
29. **PUBLIC RECORDS:** The Contractor understands that any and all records related to and acquired by the City, whether electronic, paper, or otherwise recorded, are subject to the Vermont Public Records Act and that the determination of how those records must be handled is solely within the purview of City. The Contractor shall identify all records that it considers to be trade secrets as that term is defined by subsection 317(c)(9) of the Vermont Public Records Act and shall also identify all other records it considers to be exempt under the Act. It is not sufficient to merely state generally that the record is proprietary or a trade secret or is otherwise exempt. Particular records, pages or section which are believed to be exempt must be specifically identified as such and must be separated from other records with a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 317 of Title 1 of the Vermont Statutes Annotated.
30. **RECORDS RETENTION AND ACCESS:** The Contractor agrees to retain, in its files, and to produce to the City—within the time periods requested—all books, documents, Electronic Data Media (EDM), accounting records, and other records produced or acquired by the Contractor in the performance of this Contract which are related to the City, at any time during this Contract and for a period of at least three (3) years after its completion or termination. In addition, if any audit, claim, or litigation is commenced before the expiration of that three (3) year period, the records shall be retained until all related audits, claims, or litigation are resolved. The Contractor further agrees that the City shall have access to all the above information for the purpose of review and audit during the Contract period and anytime within the aforementioned retention period. Copies of all of the above referenced information shall be provided to the City, if requested, in the format in which the records were obtained, created, or maintained, such that their original use and purpose can be achieved. Contractor, sub-Contractors, or their representatives performing work related to the Contract, are responsible

to ensure that all data and information created or stored on EDM is secure and can be duplicated and used if the EDM mechanism is subjected to power outage, obsolescence, or damage.

31. **CONTRACT DISPUTES:** In the event of a dispute between the parties to this Contract each party will continue to perform its obligations unless the Contract is terminated in accordance with these terms.

32. **SETTLEMENTS OF MISUNDERSTANDINGS:** Neither Party shall file any litigation arising from this Contract without first attempting in good faith to resolve the Parties' dispute through negotiated settlement or mediation; provided, however, that any applicable statute of limitations shall toll during any period in which the Parties are actively and mutually engaged in dispute resolution; and provided further that nothing herein shall prevent either Party from seeking emergency relief in appropriate circumstances from a court of competent jurisdiction.

33. **CITY'S OPTION TO TERMINATE:** The Contract may be terminated in accordance with the following provisions, which are not exclusive:

A. Termination for Convenience: At any time prior to completion of services specified under the Contract, the City may terminate the Contract for any reason by submitting written notice via certified or registered mail to the Contractor, not less than fifteen (15) days prior to the termination date, of its intention to do so. If the termination is for the City's convenience, payment to the Contractor will be made promptly for the amount of any fees earned to the date of the notice of termination and costs of materials obtained in preparation for Work but not yet installed or delivered, less any payments previously made. However, if a notice of termination is given to a Contractor prior to completion of twenty (20) percent of the estimated services, as set forth in the approved Work Schedule and Progress Report, the Contractor will be reimbursed for that portion of any reasonable and necessary expenses incurred to date of the notice of termination that are in excess of the amount earned under its approved fee to the date of said termination. Such requests for reimbursement shall be supported with factual data and shall be subject to the City's approval. The Contractor shall make no claim for additional compensation against the City by reason of such termination.

B. Termination for Cause:

- i. Breach: Contractor shall be in default if Contractor fails in any manner to fully perform and carry out each and all conditions of this Contract, including, but not limited to, Contractor's failure to begin or to prosecute the Work in a timely manner or to make progress as to endanger performance of this Contract; failure to supply a sufficient number of properly skilled employees or a sufficient quantity of materials of proper quality; failure to perform the Work unsatisfactorily as determined by the City; failure to neglect or refuse to remove materials; or in the event of a breach of warranty with respect to any materials, workmanship, or performance guaranty.

Contractor will not be in default for any excusable delays as provided in Sections 19-21.

The City may give Contractor written notice of such default. If Contractor does not cure such default or provide a plan to cure such default which is acceptable to the City within the time permitted by the City, then the City may terminate this contract for cause.

- ii. Proceedings for Relief of Debtors: If a federal or state proceeding for relief of debtors is undertaken by or against Contractor, or if Contractor makes an assignment for the benefit of creditors, then the City may immediately terminate this contract.
- iii. Dishonest Conduct: If Contractor engages in any dishonest conduct related to the performance or administration of this Contract then the City may immediately terminate this contract.
- iv. Cover: In the event the City terminates this contract as provided in this section, the City may procure, upon such terms and in such manner as the City may deem appropriate, services similar in scope and level of effort to those so terminated, and Contractor shall be liable to the City for all of its costs and damages, including, but not limited to, any excess costs for such services, interest, or other charges the City incurs to cover.
- v. Rights and Remedies Not Exclusive: The rights and remedies of the City provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

34. **GENERAL COMPLIANCE WITH LAWS**: The Contractor and any sub-contractor approved under this Contract shall comply with all applicable Federal, State and local laws, including but not limited to the Burlington Livable Wage Ordinance, the Non-Outsourcing Ordinance, and the Union-Deterrence Ordinance and shall provide the required certifications attesting to compliance with these ordinances (see attached ordinances and certifications).

Provisions of the Contract shall be interpreted and implemented in a manner consistent with each other and using procedures that will achieve the intent of both Parties. If, for any reason, a provision in the Contract is unenforceable or invalid, that provision shall be deemed severed from the Contract, and the remaining provisions shall be carried out with the same force and effect as if the severed provisions had never been a part of the Contract.

35. **CIVIL RIGHTS AND EQUAL EMPLOYMENT OPPORTUNITY**: During performance of the Contract, the Contractor will not discriminate against any employee or applicant for employment because of 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. Contractor, and any sub-contractors, shall comply with any Federal, State, or local law, statute, regulation, Executive

Order, or rule that applies to it or the services to be provided under this contract concerning equal employment, fair employment practices, affirmative action, or prohibitions on discrimination or harassment in employment.

36. **CHILD SUPPORT PAYMENTS:** By signing the Contract, the Contractor certifies, as of the date of signing the Contract, that the Contractor (a) is not under an obligation to pay child support; or (b) is under such an obligation and is in good standing with respect to that obligation; or (c) has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan. If the Contractor is a sole proprietorship, the Contractor's statement applies only to the proprietor. If the Contractor is a partnership, the Contractor's statement applies to all general partners with a permanent residence in Vermont. If the Contractor is a corporation, this provision does not apply.
37. **TAX REQUIREMENTS:** By signing the Contract, the Contractor certifies, as required by law under 32 VSA, Section 3113, that under the pains and penalties of perjury, that the Contractor is in good standing with respect to payment, or in full compliance with a plan to pay, any and all taxes due the State of Vermont as of the date of signature on the Contract.
38. **NO GIFTS OR GRATUITIES:** The Contractor shall not make any payment or gift or donation of substantial value to any elected official, officer, employee, or agent of the City during the term of this Contract.
39. **ASSIGNMENT:** Contractor shall not sublet or assign this Work, or any part of it, without the written consent of the City. If any sub-contractor is approved, Contractor shall be responsible and liable for all acts or omissions of that sub-contractor for any Work performed. If any sub-contractor is approved, Contractor shall be responsible to ensure that the sub-contractor is paid as agreed and that no lien is placed on any City property.
40. **TRANSFERS, SUBLETTING, ETC:** The Contractor shall not assign, sublet, or transfer any interest in the work, covered by this Contract, without prior written consent of the City, and further, if any sub-contractor participates in any work involving additional services, the estimated extent and cost of the contemplated work must receive prior written consent of the City. The approval or consent to assign or sublet any portion of the work, shall in no way relieve the Contractor of responsibility for the performance of that portion of the work so transferred. The form of the sub-contractor's contract shall be as developed by the Contractor and approved by the City. The Contractor shall ensure that insurance coverage exists for any operations to be performed by any sub-contractor as specified in the insurance requirements section of this Contract.

The services of the Contractor, to be performed under the Contract, shall not be transferred without written authorization of the City. Any authorized sub-contracts shall contain all of the same provisions contained in and attached to the original Contract with the City.

41. **CONTINUING OBLIGATIONS:** The Contractor agrees that if because of death, disability, or other occurrences, it becomes impossible to effectively perform its services in compliance with the Contract, neither the Contractor nor its surviving members shall be relieved of their obligations to complete the Contract unless the City agrees to terminate the Contract because it determines that the Contractor is unable to satisfactorily execute the Contract.
42. **INTERPRETATION & IMPLEMENTATION:** Provisions of the Contract shall be interpreted and implemented in a manner consistent with each other and using procedures that will achieve the intent of both Parties.
43. **ARM'S LENGTH:** This Contract has been negotiated at arm's length, and any ambiguity in any of its terms or provisions shall be interpreted in accordance with the intent of the Parties and not against or in favor of either the City or Contractor.
44. **RELATIONSHIP:** The Contractor is an independent contractor and shall act in an independent capacity and not as officers or employees of the City. To that end, the Contractor shall determine the method, details, and means of performing the work, but will comply with all legal requirements in doing so. The Contractor shall provide its own tools, materials, or equipment. The Parties agree that neither the Contractor nor its principal(s) or employees are entitled to any employee benefits from the City. Contractor understands and agrees that it and its principal(s) or employees have no right to claim any benefits under the Burlington Employee Retirement System, the City's worker's compensation benefits, health insurance, dental insurance, life insurance, or any other employee benefit plan offered by the City. The Contractor agrees to execute any certifications or other documents and provide any certificates of insurance required by the City and understands that this Contract is conditioned on its doing so, if requested.

The Contractor understands and agrees that it is responsible for the payment of all taxes on the above sums and that the City will not withhold or pay for Social Security, Medicare, or other taxes or benefits or be responsible for any unemployment benefits.

45. **CHOICE OF LAW:** Vermont law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract, notwithstanding conflicts of law principles. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. Any provision rendered null and void by operation of this provision shall not invalidate the remainder of this Contract to the extent capable of execution.
46. **JURISDICTION:** All suits or actions related to this Contract shall be filed and proceedings held in the State of Vermont, notwithstanding any other law.

47. **BINDING EFFECT AND CONTINUITY:** This Contract shall be binding upon and shall inure to the benefit of the Parties, their respective heirs, successors, representatives, and assigns. If a dispute arises between the Parties, each Party will continue to perform its obligations under this Contract during the resolution of the dispute, until the Contract is terminated in accordance with its terms.
48. **SEVERABILITY:** The invalidity or unenforceability of any provision of this Contract, shall not affect the validity or enforceability of any other provision, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations under this Contract in accordance with the intent of this Contract.
49. **ENTIRE CONTRACT & AGREEMENT:** This Contract constitutes the entire Contract, agreement, and understanding of the Parties with respect to the subject matter of this Contract. Prior or contemporaneous additions, deletions, or other changes to this Contract shall not have any force or effect whatsoever, unless embodied herein.
50. **APPENDICES:** The City may attach to these conditions appendices containing various forms and typical sample sheets for guidance and assistance to the Contractor in the performance of the work. It is understood, however, that such forms and samples may be modified, altered, and augmented from time to time by the City as occasions may require. It is the responsibility of the Contractor to ensure that they have the latest versions applicable to the Contract.
51. **NO THIRD PARTY BENEFICIARIES:** This Contract does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Contract and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this Contract are incidental to this Contract, and do not create any rights for such third parties.
52. **WAIVER:** Notwithstanding the passage of time, a Party's failure or delay in exercising any right, power, or privilege under this Contract, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

Attachment E:
Burlington Livable Wage Ordinance Certification

ARTICLE VI. LIVABLE WAGES¹

21-80 Findings and purpose.

In enacting this article, the city council states the following findings and purposes:

- (a) Income from full-time work should be sufficient to meet an individual's basic needs;
- (b) The City of Burlington is committed to ensuring that its employees have an opportunity for a decent quality of life and are compensated such that they are not dependent on public assistance to meet their basic needs;
- (c) The City of Burlington is committed, through its contracts with vendors and provision of financial assistance, to encourage the private sector to pay its employees a livable wage and contribute to employee health care benefits;
- (d) The creation of jobs that pay livable wages promotes the prosperity and general welfare of the City of Burlington and its residents, increases consumer spending with local businesses, improves the economic welfare and security of affected employees and reduces expenditures for public assistance;
- (e) It is the intention of the city council in passing this article to provide a minimum level of compensation for employees of the City of Burlington and employees of entities that enter into service contracts or receive financial assistance from the City of Burlington.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-81 Definitions.

As used in this article, the following terms shall be defined as follows:

- (a) *Contractor or vendor* is a person or entity that has a service contract with the City of Burlington where the total amount of the service contract or service contracts exceeds fifteen thousand dollars (\$15,000.00) for any twelve (12) month period, including any subcontractors of such contractor or vendor.
- (b) *Grantee* is a person or entity that is the recipient of financial assistance from the City of Burlington in the form of grants, including any contractors or subgrantees of the grantee, that exceed fifteen thousand dollars (\$15,000.00) for any twelve (12) month period.

(c) *Covered employer* means the City of Burlington, a contractor or vendor or a grantee as defined above. The primary contractor, vendor, or grantee shall be responsible for the compliance of each of its subcontractors (or of each subgrantee) that is a covered employer.

(d) *Covered employee* means an "employee" as defined below, who is employed by a "covered employer," subject to the following:

(1) An employee who is employed by a contractor or vendor is a "covered employee" during the period of time he or she expends on furnishing services under a service contract with the City of Burlington, notwithstanding that the employee may be a temporary or seasonal employee;

(2) An employee who is employed by a grantee who expends at least half of his or her time on activities funded by the City of Burlington is a "covered employee."

(e) *Designated accountability monitor* shall mean a nonprofit corporation which has established and maintains valid nonprofit status under Section [501\(c\)\(3\)](#) of the United States Internal Revenue Code of 1986, as amended, and that is independent of the parties it is monitoring.

(f) *Employee* means a person who is employed on a full-time or part-time regular basis. In addition, commencing with the next fiscal year, a seasonal or temporary employee of the City of Burlington who works ten (10) or more hours per week and has been employed by the City of Burlington for a period of four (4) years shall be considered a covered employee commencing in the fifth year of employment. "Employee" shall not refer to volunteers working without pay or for a nominal stipend, persons working in an approved apprenticeship program, persons who are hired for a prescribed period of six (6) months or less to fulfill the requirements to obtain a professional license as an attorney, persons who are hired through youth employment programs or student workers or interns participating in established educational internship programs.

(g) *Employer-assisted health care* means health care benefits provided by employers for employees (or employees and their dependents) at the employer's cost or at an employer contribution towards the purchase of such health care benefits, provided that the employer cost or contribution consists of at least one dollar and twenty cents (\$1.20) per hour. (Said amount shall be adjusted every two (2) years for inflation, by the chief administrative officer of the city.)

(h) *Livable wage* has the meaning set forth in Section [21-82](#).

(i) *Retaliation* shall mean the denial of any right guaranteed under this article, and any threat, discipline, discharge, demotion, suspension, reduction of hours, or any other adverse action against an employee for exercising any right guaranteed under this article. Retaliation shall also include coercion, intimidation, threat, harassment, or interference in any manner with any investigation, proceeding, or hearing under this article.

(j) *Service contract* means a contract primarily for the furnishing of services to the City of Burlington (as opposed to the purchasing or leasing of goods or property). A contract involving the furnishing of financial products, insurance products, or software, even if that contract also includes some support or other services related to the provision of the products, shall not be considered a service contract.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-82 Livable wages required.

(a) Every covered employer shall pay each and every covered employee at least a livable wage no less than:

(1) For a covered employer that provides employer-assisted health care, the livable wage shall be at least fifteen dollars and thirty-five cents (\$15.35) per hour on the effective date of the amendments to this article.

(2) For a covered employer that does not provide employer-assisted health care, the livable wage shall be at least sixteen dollars and seventy-four cents (\$16.74) per hour on the effective date of the amendments to this article.

(3) Covered employees whose wage compensation consists of more or other than hourly wages, including, but not limited to, tips, commissions, flat fees or bonuses, shall be paid so that the total of all wage compensation will at least equal the livable wage as established under this article.

(b) The amount of the livable wage established in this section shall be adjusted by the chief administrative officer of the city as of July 1 of each year based upon a report of the Joint Fiscal Office of the State of Vermont that describes the basic needs budget for a single person but utilizes a model of two (2) adults residing in a two (2) bedroom living unit in an urban area with the moderate cost food plan. Should there be no such report from the Joint Fiscal Office, the chief administrative officer shall obtain and utilize a basic needs budget that applies a similar methodology. The livable wage rates derived from utilizing a model of two (2) adults residing in a two (2) bedroom living unit in an urban area with a moderate cost food plan shall not become effective until rates meet or exceed the 2010 posted livable wage rates. Prior to May 1 preceding any such adjustment and prior to

May 1 of each calendar year thereafter, the chief administrative officer will provide public notice of this adjustment by posting a written notice in a prominent place in City Hall by sending written notice to the city council and, in the case of covered employers that have requested individual notice and provided contact information to the chief administrative officer, by notice to each such covered employer. However, once a livable wage is applied to an individual employee, no reduction in that employee's pay rate is permissible due to this annual adjustment.

(c) Covered employers shall provide at least twelve (12) compensated days off per year for full-time covered employees, and a proportionate amount for part-time covered employees, for sick leave, vacation, personal, or combined time off leave.

(Ord. of 11-19-01; Ord. of 5-2-11; Ord. of 6-13-11; Ord. of 10-21-13)

21-83 Applicability.

(a) This article shall apply to any service contract or grant, as provided by this article that is awarded or entered into after the effective date of the article. After the effective date of the article, entering into any agreement or an extension, renewal or amendment of any contract or grant as defined herein shall be subject to compliance with this article.

(b) The requirements of this article shall apply during the term of any service contract subject to the article. Covered employers who receive grants shall comply with this article during the period of time the funds awarded by the City of Burlington are being expended by the covered employer.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-84 Enforcement.

(a) Each service contract or grant covered by this article shall contain provisions requiring that the covered employer or grantee submit a written certification, under oath, during each year during the term of the service contract or grant, that the covered employer or grantee (including all of its subcontractors and subgrantees, if any) is in compliance with this article. The failure of a contract to contain such provisions does not excuse a covered employer from its obligations under this article. The covered employer shall agree to post a notice regarding the applicability of this section in any workplace or other location where employees or other persons contracted for employment are working. The covered employer shall agree to provide payroll records or other documentation for itself and any subcontractors or subgrantees, as deemed necessary by the chief

administrative officer of the City of Burlington, within ten (10) business days from receipt of the City of Burlington's request.

(b) The chief administrative officer of the City of Burlington may require that a covered employer submit proof of compliance with this article at any time, including but not limited to:

- (1) Verification of an individual employee's compensation;
- (2) Production of payroll, health insurance enrollment records, or other relevant documentation; or
- (3) Evidence of proper posting of notice.

If a covered employer is not able to provide that information within ten (10) business days of the request, the chief administrative officer may turn the matter over to the city attorney's office for further enforcement proceedings.

(c) The City of Burlington shall appoint a designated accountability monitor that shall have the authority:

- (1) To inform and educate employees of all applicable provisions of this article and other applicable laws, codes, and regulations;
- (2) To create a telephonic and electronic accountability system under this article that shall be available at all times to receive complaints under this article;
- (3) To establish and implement a system for processing employees' complaints under this article, including a system for investigating complaints and determining their initial credibility; and
- (4) To refer credible complaints to the city attorney's office for potential enforcement action under this article.

The designated accountability monitor shall forward to the City of Burlington all credible complaints of violations within ten (10) days of their receipt.

(d) Any covered employee who believes his or her covered employer is not complying with this article may file a complaint in writing with the city attorney's office within one (1) year after the alleged violation. The city attorney's office shall conduct an investigation of the complaint, during which it may require from the covered employer evidence such as may be required to determine whether the covered employer has been compliant, and shall make a finding of compliance or noncompliance within a reasonable time after receiving the

complaint. Prior to ordering any penalty provided in subsection (e), (f), or (g) of this section, the city attorney's office shall give notice to the covered employer. The covered employer may request a hearing within thirty (30) days of receipt of such notice. The hearing shall be conducted by a hearing officer appointed by the city attorney's office, who shall affirm or reverse the finding or the penalty based upon evidence presented by the city attorney's office and the covered employer.

(e) The City of Burlington shall have the right to modify, terminate and/or seek specific performance of any contract or grant with a covered employer from any court of competent jurisdiction, if the covered employer has not complied with this article.

(f) Any covered employer who violates this article may be barred from receiving a contract or grant from the city for a period up to two (2) years from the date of the finding of violation.

(g) A violation of this article shall be a civil offense subject to a civil penalty of from two hundred dollars (\$200.00) to five hundred dollars (\$500.00). All law enforcement officers and any other duly authorized municipal officials are authorized to issue a municipal complaint for a violation of this article. Each day any covered employee is not compensated as required by this article shall constitute a separate violation.

(h) If a complaint is received that implicates any City of Burlington employee in a possible violation of this article, that complaint will be handled through the City's personnel procedures, not through the process outlined in this article.

(i) Any covered employee aggrieved by a violation of this article may bring a civil action in a court of competent jurisdiction against the covered employer within two (2) years after discovery of the alleged violation. The court may award any covered employee who files suit pursuant to this section, as to the relevant period of time, the following:

(1) The difference between the livable wage required under this article and the amount actually paid to the covered employee;

(2) Equitable payment for any compensated days off that were unlawfully denied or were not properly compensated;

(3) Liquidated damages in an amount equal to the amount of back wages and/or compensated days off unlawfully withheld or fifty dollars (\$50.00) for each employee or person whose rights under this article were violated for each day that the violation occurred or continued, whichever is greater;

(4) Reinstatement in employment and/or injunctive relief; and

(5) Reasonable attorneys' fees and costs.

(j) It shall be unlawful for an employer or any other person to interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this article. No person shall engage in retaliation against an employee or threaten to do so because such employee has exercised rights or is planning to exercise rights protected under this article or has cooperated in any investigation conducted pursuant to this article.

(Ord. of 11-19-01; Ord. of 2-17-04; Ord. of 5-2-11; Ord. of 10-21-13)

21-85 Other provisions.

(a) No covered employer shall reduce the compensation, wages, fringe benefits or leave available to any covered employee in order to pay the livable wage required by this article. Any action in violation of this subsection shall be deemed a violation of this article subject to the remedies of Section [21-84](#).

(b) No covered employer with a current contract, as of the effective date of this provision, with the City of Burlington for the use of property located at the Burlington International Airport may reduce, during the term of that contract, the wages of a covered employee below the livable wage as a result of amendments to this article.

(c) Where pursuant to a contract for services with the city, the contractor or subcontractor incurs a contractual obligation to pay its employees certain wage rates, in no case except as stated in subsection (d) of this section, shall the wage rates paid pursuant to that contract be less than the minimum livable wage paid pursuant to this article.

(d) Notwithstanding subsection (c) of this section, where employees are represented by a bargaining unit or labor union pursuant to rights conferred by state or federal law and a collective bargaining labor agreement is in effect governing the terms and conditions of employment of those employees, this chapter shall not apply to those employees, and the collective bargaining labor agreement shall control.

(e) Covered employers shall inform employees making less than twelve dollars (\$12.00) per hour of their possible right to the Earned Income Tax Credit under federal and state law.

(f) The chief administrative officer of the city shall have the authority to promulgate rules as necessary to administer the provisions of this article, which shall become effective upon approval by the city council.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-86 Exemptions.

An exemption from any requirement of this article may be requested for a period not to exceed two (2) years:

- (a) By a covered employer where payment of the livable wage would cause substantial economic hardship;
and
- (b) By the City of Burlington where application of this article to a particular contract or grant is found to violate specific state or federal statutory, regulatory or constitutional provisions or where granting the exemption would be in the best interests of the City.

A covered employer or grantee granted an exemption under this section may reapply for an exemption upon the expiration of the exemption. Requests for exemption may be granted by majority vote of the city council. All requests for exemption shall be submitted to the chief administrative officer. The finance committee of the City of Burlington shall first consider such request and make a recommendation to the city council. The decision of the city council shall be final.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-87 Severability.

If any part or parts or application of any part of this article is held invalid, such holding shall not affect the validity of the remaining parts of this article.

(Ord. of 11-19-01; Ord. of 10-21-13)

21-88 Annual reporting.

On or before April 15 of each year, the city attorney's office shall submit a report to the city council that provides the following information:

- (a) A list of all covered employers broken down by department;
- (b) A list of all covered employers whose service contract did not contain the language required by this article;
and
- (c) All complaints filed and investigated by the city attorney's office and the results of such investigation.

(Ord. of 10-21-13)

21-89 Effective date.

The amendments to this article shall take effect on January 1, 2014, and shall not be retroactively applied.

(Ord. of 10-21-13)

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: CEDO Submitter: Samantha McGinnis

Title/Subject: 62 Church Street Lease

Approval Requested:

☒ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

10/21/2025

11/3/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	10/14/2025	Approved by Kara Alnasrawi
Mayor's Office	Yes	10/16/2025	Approved by Erin Jacobsen
Board/Commission	Yes	9/17/2025	Unanimously approved by Church Street Marketplace Commission
City Attorney's Office for memo and contracts or legal documents	Yes	10/15/2025	Approved by Emmett Wood
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	10/15/2025	Approved by Emmett Wood
CAO for budget, financing, and memo	Yes	10/15/2025	Approved by Katherine Schad
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

MEMO

Date: November 3, 2025
To: Board of Finance and City Council
From: Jon Adams-Kollitz, Parks Project Coordinator
Sophie Sauvé, Parks Planning Division Director, Interim BPRW Co-Director
Re: Burlington Harbor Marina: Dredging Maintenance Project: Procurement and Contracting

I. Purpose

The Department of Parks, Recreation and Waterfront (BPRW) seeks approval and authorization to use the Request for Price Quotation (RFPQ) method to obtain proposals from qualified contractors to dredge both the Community Boathouse and Perkins Pier marina facilities. It is anticipated that this project's costs will exceed RFPQ limits (\$500,000), which is the threshold for City Council approval for enterprise and capital projects. The City's Procurement Policy, updated in 2024, requires a sealed bid process above Council Approval Authority. However, the RFPQ process allows the City to consider factors other than price in awarding a contract, and based on the specialized nature of the work, the past history of this project, and the necessity that it be timely completed in a manner protective of the environment, both BPRW and the City Attorney's Office believe that the ability to weigh vendor qualifications is especially important. Therefore, BPRW, working with the City Attorney's Office seeks Board of Finance and City Council approval ahead of bidding the project to use an alternative bid method to request proposals from contractors.

Additionally, as this project is restricted by both weather/season and permitting and has faced several delays over the last two years, BPRW requests authorization to award a contract based on responses to the RFPQ without bringing the award back to City Council, provided that the contract amount does not exceed the project budget. This will allow the work to proceed as soon as possible. Lake levels were especially low during this year's boating season and the sedimentation that continues to accumulate in the two areas of our marina have an impact on both revenue and staff time. Dredging before the next season is imperative.

II. Background

BPRW's marina facilities at the Community Boathouse and Perkins Pier provide 58 slips for various sized private boats in addition to docking space for the Spirit of Ethan Allen and numerous smaller commercial operations. Collectively, these facilities are the hub of water recreation on Burlington's Waterfront. It has been more than twenty-five years since the last dredging of these facilities, and at that time was only partially completed as it was excavated from the land only. Currently, with record low seasonal water levels, two commercial boats have required relocation to deeper water to continue operations. Moving boats to deeper water this summer has required hundreds of hours of staff time that could otherwise be used for other tasks when the dredging is complete. Climate change models predict more drastic and frequent fluctuation in Lake Champlain water elevation. Dredging can mitigate those fluctuations and the impact on BPRW's operations.



A thorough bathymetric survey of the lake bottom in the project areas was completed in 2023. In addition, sediment to be removed from the lake bottom was tested for contaminants typically found in Burlington's waterfront. Once the material is moved on land, it is under the jurisdiction of the State of Vermont Department of Environmental Conservation (VT DEC). The project team has been working directly with project managers from VT-DEC to ensure this material is disposed of according to their regulations. After much deliberation, creative thinking and collaboration with both the State and the consultant, it has been determined that much of the material will need to be trucked to a landfill. This adds a significant cost and time to the project.

III. Process

As was highlighted in a previous memo to City Council on November 18, 2024, the dredging project was stalled over several months due to challenges with the data generated by the consultant team hired in 2023 to perform the engineering work. Deficiencies were identified during the project bidding process in 2024 and after substantial efforts by City Staff to work with the project team to correct the work and the course of the project, the contract was not renewed. Subsequently, Vanasse, Hangen and Brustlin (VHB), a firm with solid knowledge of the Burlington Waterfront and well-versed in environmental quality regulations in Vermont and specifically, iRULE, which impacts the project, were retained and have produced the documents needed to let the project out to bid. IRULE stands for the Investigation and Remediation of Contaminated Properties Rule which is intended to protect public health and the environment by establishing procedures and requirements for corrective actions where a release of hazardous materials has occurred. The procurement documents VHB has prepared conform to state environmental quality regulations and several 'bid alternative' options to approach cost-effective soil management. The bid alternative options are drafted to allow the City to phase the project with existing funds. In other words, the work has been divided into two phases. Phase I consists of removing the sediment from the lake, which is the most urgent part of the work. And Phase II consists of the remaining work. Phase II will be let out as an additive alternative, such that if responsive proposals exceed the budgeted amount of the work, then a contract can be awarded for Phase I only, which Phase II being completed as soon as funds are available.

IV. Project Funding Sources, Budget, and Estimates

Funds for the Burlington Harbor Dredging Project are budgeted from bond revenues.

WATERFRONT HARBOR DREDGING BUDGET	
Annual Borrowing, Bond Series 2022A – Harbor Marina Dredging – Engineering/Design	\$80,000
Annual Borrowing, Bond Series 2023A – Harbor Marina Dredging – Sediment Removal	\$495,000
FY25 GO Bond, Bond Series 2024A – Harbor Marina Dredging	\$80,000
Annual Borrowing, Bond Series 2025A – Harbor Marina Dredging	\$100,000
TOTAL AVAILABLE BUDGET for HARBOR MARINA DREDGING PROJECT	\$755,000
Encumbered Funds to date	
Design Engineering Costs (Geosyntec Inc.) – contract completed	\$65,792
Re-Engineering Costs (VHB) – contract signed and work underway	\$57,754
TOTAL REMAINING PROJECT BUDGET	\$631,454



The bid documents are written in a way that may require the City to determine which area of the harbor will be prioritized for dredging, sediment removal and dewatering and City leading the disposal or reuse to allow flexibility to move the project forward within budgetary constraints.

V. Schedule

The anticipated Construction schedule is as follows:

- Fall 2025: Bids posted and contract signed.
- Construction completed in fall 2025 or at the latest, by fall 2026; with construction occurring during off-peak season for boating in Burlington.

DEPARTMENT RECOMMENDATION

Board of Finance Motion:

1. To approve and recommend that the City Council authorize BPRW to use the Request for Price Quotation (RFPQ) procedure, as recommended by the City Attorney's Office, to obtain proposals from qualified and responsible bids for the Burlington Harbor Dredging Project.
2. To approve and recommend that the City council authorize Sophie Sauvé, Interim Parks, Recreation and Waterfront Co-Director, to award and execute a contract and any related documents needed to carry out the project , subject to the review and approval of the City Attorney, with the selected vendor for an amount not to exceed \$625,000 for one or both phases of the project.

City Council Motion:

1. To authorize BPRW to use the Request for Price Quotation (RFPQ) procedure, as recommended by the City Attorney's Office, to obtain proposals from qualified and responsible bids for the Burlington Harbor Dredging Project.
2. To authorize Sophie Sauvé, Interim Parks, Recreation and Waterfront Co-Director, to award and execute a contract and any related documents needed to carry out the project, subject to the review and approval of the City Attorney, with the selected vendor for an amount not to exceed \$625,000 for one or both phases of the project.

Board of Finance and City Council Submission Checklist

Department: Parks, Recreation & Waterfront Submitter: Sophie Sauvé

Title/Subject: Burlington Harbor Dredging Project – Procurement

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	Click or tap to enter a date.
☒	Concurrent	11/3/2025

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	10/29/2025	Interim Co-Director Sophie Sauvé
Mayor's Office informed and approved memo	Yes	10/29/2025	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	Yes	10/30/2025	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	10/29/2025	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?	Yes	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

Type Action
Procedural

Recommended Action open Public Forum
close Public Forum

2.1. Verbal Comments

3. Consent Agenda

3. Consent Agenda

Subject 3.1. Motion to adopt the consent agenda and take the actions indicated

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

3.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Commissioner Broderick, seconded by Commissioner Neubieser, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

**Subject 3.2. First and Third Class Liquor License and Outside Consumption Permit
Renewals (2025-2026)**

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, Second and Third Class Liquor License and Outside
Consumption Permit Renewals as listed with all standard conditions

3.2. First and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026)

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 3:38 pm



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
May 12, 2025**

1. Agenda

1. Agenda

City Council President Ttraverse convened the meeting at 7:53 pm.

Members present: City Council President Traverse, Commissioners, Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh (all in person except Commissioner Carpenter who was online)

Others present: CAO Schad, COS Jacobsen, City Attorney Brow, Lori Olberg

Mayor Mulvaney-Stanak was not at the table to vote on these agenda items.

Subject	1.1. Motion to amend/adopt agenda
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Meeting	May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to amend/adopt agenda
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1.1. Motion to amend/adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Grant, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Commissioner Broderick, seconded by Commissioner Grant, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject 2.2. First, Second and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

Meeting May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, **Second** and Third Class Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.2. First, **Second** and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. Second Class LIquor License Application (2025-2026): Burlington Harbor Marina, 75 Penny Lane

Meeting May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Second Class Liquor License Application for Burlington Harbor Marina, 75 Penny Lane with all standard conditions

3.1. Second Class LIquor License Application (2025-2026): Burlington Harbor Marina, 75 Penny Lane
Motion made by Commissioner Broderick, seconded by Commissioner Grant, to approve the motion as presented. Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting	May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

4.1. Motion to adjourn
City Council President Traverse adjourned the meeting at 7:54 pm.

Department Council and Board

Type Action
Procedural

Recommended Action open Public Forum
close Public Forum

2.1. Verbal Comments

BTV residents (in person):

Ellie Rochford: syringe services
Nolan Rogers: NetZero/budget
Nick Persampieri: NetZero Energy Roadmap Update - BED
Ashley Adams: climate/netzero roadmap
Lisa K. Lax: NetZero
Steven Goodknd: McNeil
Zachary Cummings: syringe litter
Dee Celmar: safe recovery
Mohawk Avi

BTV residents (online):

Sharon Bushor: syringe report
Greg Hancock: McNeil
Susan Mason Lazarev

Non BTV residents-Burlington property owner (in person):

Rob Perry: syringe services
Amy Kimmel: syringe services
Frank von Turkovich: Howard Center Safe Recovery/Syringe Program
Gabriela von Turkovich: Howard Center Safe Recovery

Non BTV residents (in person)

Leederk Huisman: McNeil
Joanne Putzier: termination after 43 years
Melissa Cate: termination
Gary Rogers; termination
Cheryl Joy Lipton: McNeil Biomass Plant
Judy Dow: McNeil

others on line:

Romeo von Hermann
Kelly Devine: downtown is in trouble

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

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

Subject 3.1. Verbal reports

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

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

Department Council and Board

Type Information

3.1. Verbal reports

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

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

Subject 4.1. Verbal reports

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

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

Department Council and Board

Type Information

4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Subject 5.1. Motion to adopt the consent agenda and take the actions indicated

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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 indicated

5.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Councilor Bergman, seconded by Councilor McKnight, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject 5.2. Accountability List - C/T

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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

5.2. Accountability List - C/T

Subject 5.3. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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 approve the 2025-2026 Indoor and Outdoor Entertainment Permit Renewals as listed with all standard conditions

5.3. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list

Subject 5.4. Pie in the Sky Vision for 2025 School Year EBA partnership with the City of Burlington idea: EBA ART ENVOY

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Mayor's Office

Type Action (Consent)

Recommended Action move to approve the use of \$2,000 from the City Council Initiative Fund to support proposed beautification project by Eagle Bay Academy

5.4. Pie in the Sky Vision for 2025 School Year EBA partnership with the City of Burlington idea: EBA ART ENVOY

Subject 5.5. United States Coast Guard Station Burlington MOA - Fire

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Fire Department

Type Action (Consent)

Recommended Action move to approve and authorize the Burlington Fire Department to execute the Memorandum of Agreement between the City of Burlington, the Burlington Fire Department, and the United States Coast Guard Station Burlington/ANT Burlington

5.5. United States Coast Guard Station Burlington MOA - Fire

Subject 5.6. Tobacco License Renewals (2025-2026): Bangkok Bistro in the Alley and Henry Street Deli

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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 approve the 2025-2026 Tobacco License Renewals for Bangkok Bistro in the Alley and **Henry Street Deli**

5.6. Tobacco License Renewals (2025-2026): Bangkok Bistro in the Alley and **Henry Street Deli**

Subject 5.7. Temporary Gift of Burlington High School Student Art Request:-BWD

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Business and Workforce Development

Type Action (Consent)

Recommended Action The Business and Workforce Development Office requests that the City Council resolve to accept a temporary gift of a collaborative Burlington High School student art piece to be hung in Leahy Way on Department of Public Works property for no longer than 18 months, at which point the art will be removed and reinstalled in the new Burlington High School subject to review and approval by the City Attorney's Office.

5.7. Temporary Gift of Burlington High School Student Art Request:-BWD

Subject 5.8. REIB Updates

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Racial Equity, Inclusion, & Belonging (REIB)

Type Action (Consent)
 Communication
 Information

Recommended Action waive the reading, accept the communication and place it on file
5.8. REIB Updates

Subject 5.9. April 28, 2025 Local Control Commission Meeting Minutes - C/T
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Information
 Minutes

Recommended Action approve the minutes
5.9. April 28, 2025 Local Control Commission Meeting Minutes - C/T

Subject 5.10. April 28, 2025 Regular City Council Meeting Minutes - C/T
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Minutes
 Information

Recommended Action approve the minutes
5.10. April 28, 2025 Regular City Council Meeting Minutes - C/T

Subject 5.11. FIO Documents
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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

5.11. FIO Documents

Subject 5.12. Ordinance: IMPACT FEES (Clerk/Treasurer, City Attorney)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Ordinance - First Reading
Action (Consent)

Recommended Action to waive the reading and approve the first reading of the proposed ordinance amending Burlington Code of Ordinances Section 21-41 re impact fees, and to refer the proposed ordinance to the Ordinance Committee to report back as soon as possible

5.12. Ordinance: IMPACT FEES (Clerk/Treasurer, City Attorney)

6. Deliberative Agenda

6. Deliberative Agenda

Subject 6.1. Board of Health Syringe Litter Report (25 mins.)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Board of Health

Type Action

Recommended Action refer to the CDNR Committee to report back to the Council with any recommended actions on or by the Council meeting on August 4, 2025

6.1. Board of Health Syringe Litter Report (25 mins.)

Board of Health Chair Celia Bird and Board of Health Commissioner Judy Rivers spoke to this agenda item. Motion made by Councilor Litwin, seconded by Councilor Mcknight, to refer to the CDNR Committee to report back to the Council on or by September 1, 2025 with any recommended actions on the report, including, but not limited to, any recommended actions related to the Clarke St needle exchange. Motion passed unanimously.

Subject 6.2. RunVermont Presentation on M&T Bank Vermont City Marathon & Relay (25 mins.)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Deliberative Agenda
Department	Council and Board
Type	Information Discussion

6.2. RunVermont Presentation on M&T Bank Vermont City Marathon & Relay (25 mins.)
RunVermont Executive Director Anthea Dexter Cooper spoke to this agenda item,

Subject	6.3. Net Zero Energy Presentation - BED (25 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Burlington Electric Department
Type	Information Presentation

6.3. Net Zero Energy Presentation - BED (25 mins.)
BED General Manager Darren Springer spoke to this agenda item.

Subject	6.4. Extension of Letter of Agreement between the City of Burlington and University of Vermont - C/T (20 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action

Recommended Action	to approve the one-year extension to the Letter of Agreement between the City of Burlington and University of Vermont dated June 24, 2019
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6.4. Extension of Letter of Agreement between the City of Burlington and University of Vermont - C/T (20 mins.)

CAO Schad spoke to this agenda item.

Motion made by Councilor McKnight, seconded by Councilor Singh, to postpone this agenda item to the May 19, 2025 Regular City Council Meeting. Motion passed unanimously.

Subject	6.5. FY26 Budget Update - Mayor and CAO (30 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office

Type	Information Discussion Presentation
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6.5. FY26 Budget Update - Mayor and CAO (30 mins.)

Mayor Mulvaney-Stanak and CAO Schad spoke to this agenda item,.

Councilor Bergman made a motion, seconded by Councilor Litwin, to suspend the rules and complete the Deliberative Agenda at 10:30 pm.

7. Committee Reports

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Committee Reports
Department	Council and Board
Type	Information

7.1. Verbal reports

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

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

Subject	8.1. Verbal reports
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 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

8.1. Verbal reports

9. Adjournment

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Adjournment
Department	Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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9.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 11:27 pm.

10. Informational and Non-Discrimination Statements

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, Council and Licensing 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	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by City Council President Traverse, seconded by Councilor Schachter, to adopt the consent agenda as presented. Motion passed unanimously.

Subject 2.2. Fiscal Year 2026 Mayoral Appointments

Meeting June 2, 2025 - City Council With Mayor Presiding Meeting - Monday, June 2, 2025, 7:05 PM, City Council With Mayor Presiding Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Mayor's Office

Type Action (Consent)

Recommended Action move to grant personal hardship exemptions to the Department Head residency requirement for Fire Chief Michael Curtin and CEDO Director Kara Alnasrawi, as outlined in the attached memo

2.2. Fiscal Year 2026 Mayoral Appointments

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting June 2, 2025 - City Council With Mayor Presiding Meeting - Monday, June 2, 2025, 7:05 PM, City Council With Mayor Presiding Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 7:38 pm.



BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
June 2, 2025

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:05 pm.

Members present: City Council President Traverse, Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kitwin, McKnight, Neubieser, Schachter, Singh (all in person): Councilor Kane (on phone then on line)

Others present: Mayor Mulvaney-Stanak, COS Jacobsen, Deputy COS Magee, CAO Schad, City Attorney Brown, Lori Olberg, Keaton Knowles (through Public Forum)

On line: Assistant City Attorneys Sturtevant, Ramakrishnan and Wood

In person: Assistant City Attorney McClenahan, BED General Manager Springer, CEDO Director Alnasrawi (newly elected), CSM Director McGinnis (newly elected), Fire Chief Curtin (newly elected), CIO Barker, DPI Director Ward, Aviation Director Longo, Planning Director Dillard, DPW Director Spencer and City Engineer Wheelock;

Subject

1.1. Motion to amend/adopt agenda

Meeting

June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 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

1.1. Motion to amend/adopt agenda

Motion made by Councilor Litwin, seconded by Councilor McKnight, to adopt the agenda as presented. Motion passed unanimously.

2. Executive Sessions (45 mins.)

2. Executive Sessions (45 mins.)

City Attorney Brown spoke to these two executive sessions.

Subject

2.1. Collective Bargaining Update

Meeting

June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category

2. Executive Sessions (45 mins.)

Department Mayor's Office

Type Action
Procedural

Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of legal advice and information concerning negotiations on "labor relations agreements with employees" would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), regarding labor relations agreements with employees, 1 VSA §313(a)(1)(B), including representatives from the Mayor's Office, City Attorney's Office, and outside legal counsel.

2.1. Collective Bargaining Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Barlow. Councilor Grant was not at the table to vote. Motion passed unanimously.

Motion 2; Motion made by Councilor McKnight, seconded by Councilor Schachter. Councilor Grant was not at the table to vote. Motion passed unanimously.

Subject 2.2. Litigation Update

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Executive Sessions (45 mins.)

Department Mayor's Office

Type Action
Procedural

Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of legal advice and information concerning the details of "pending and/or potential" litigation to which the City is a party or has a stated interest would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), in a pending civil litigation matter, 1 VSA §313(a)(1)(E), including representatives from the Mayor's Office, City Attorney's Office, and outside legal counsel.

2.2. Litigation Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Broderick. Councilor Grant was not at the table to vote. Motion passed unanimously.

Motion 2: Motion made by Councilor McKnight, seconded by Councilor Litwin. Councilor Grant was not at the table to vote. Motion passed unanimously.

6:09 pm start of executive session.

City council President Traverse re-convened the meeting at 6:52 pm.

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions **Public Forum to last no longer than 60 minutes****

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions **Public Forum to last no longer than 60 minutes****

City Council President Traverse opened the Public Forum at 6:54 pm.

City Council President Traverse closed the Public Forum at 7:23 pm.

Subject	3.1. Verbal Comments
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions** **Public Forum to last no longer than 60 minutes**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

BTV residents (in person):

Romeo Von Hermann: feeding Burlington

Michelle Bookless: REIB Leadership - Director Barry

Ryan Nick: food location

Jonathan Chapple-Sokol: Civility

Lee Morrigan: FNC

David Maher: Public Safety

Zachary Cummings: food location should not change

Emma Kouri: REIB Office Director

Allan Walker Hadler: Main Street Construction

Sasa Mayo: the right of us to speak/food location

BTV resident (on line):

Sharon Bushor: Impact Fees

Non BTV resident (on line):

Keren Sita: food

4. CEDO and DFA Merger Work Session - Mayor (25 mins.)

4. CEDO and DFA Merger Work Session - Mayor (25 mins.)

CIO Barker spoke to this agenda item: presented slides.

Subject	4.1. CEDO and DFA Merger Work Session - Mayor
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. CEDO and DFA Merger Work Session - Mayor (25 mins.)
Department	Mayor's Office

Type	Discussion Information Presentation
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4.1. CEDO and DFA Merger Work Session - Mayor

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

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

Subject	5.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)
Department	Council and Board
Type	Information

5.1. Verbal reports

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

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

Subject	6.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

6.1. Verbal reports

7. Consent Agenda

7. Consent Agenda

Subject	7.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

7.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Councilor Schachter, seconded by Councilor Neubieser, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject 7.2. Accountability List - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

7.2. Accountability List - C/T

Subject 7.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes
Information

Recommended Action approve the minutes

7.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Subject 7.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Subject 7.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Subject 7.6. May 19, 2025 Regular City Council Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.6. May 19, 2025 Regular City Council Meeting Minutes - C/T

**Subject 7.7. Authorization to Accept a Work of Public Art from Nancy Katzer to the
City - BCA/BPRW**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department City Arts

Type Action (Consent)

Recommended Action to approve and authorize the Director of BCA to accept a Public Art donation as described in Attachment A with a total value of \$1,435 from Nancy Katzer, and to execute all necessary documents thereto upon final review and approval of the City Attorney's Office

7.7. Authorization to Accept a Work of Public Art from Nancy Katzer to the City - BCA/BPRW

Subject 7.8. Annual Report for FY24 - Fletcher Free Library Commission

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Fletcher Free Library

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

7.8. Annual Report for FY24 - Fletcher Free Library Commission

Subject 7.9. 1) Award of South End Pump Station and Forcer Main Preliminary Engineering Report Consultant Contract and 2) Amendment of previous Pre-Design Callahan CSO Storage Tank contract - DPW/Water Resources

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent)

Recommended Action 1. "To approve and authorize the Director of Public Works, Chapin Spencer, to execute a contract with Hoyle, Tanner for total contract amount of \$307,896 for the South End Pump Station and Force Main Preliminary Engineering Report, subject to the review by the City Attorney."
2. "To approve and authorize the Director of Public Works, Chapin Spencer, to execute an amended contract with Hoyle, Tanner for total contract amount of \$354,735 for the Callahan CSO Storage Tank Preliminary Engineering Report, subject to the review by the City Attorney."

7.9. 1) Award of South End Pump Station and Forcer Main Preliminary Engineering Report Consultant Contract and 2) Amendment of previous Pre-Design Callahan CSO Storage Tank contract - DPW/Water Resources

Subject 7.10. Request to Execute a Contract with Pike Industries, Inc. (Pike) for the Taxiway C/G Rehabilitation Project, to accept and execute a Federal Aviation Administration (FAA) Grant for the Taxiway C/G Rehabilitation Project - Airport

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action 1. "To authorize the Director of Aviation to execute a contract with Pike Industries Inc. in the amount of up to \$2,625,845.00 for the construction of TW C/G Rehabilitation Project, subject to review and approval of the City Attorney's Office."
2. "To authorize the Director of Aviation to execute a grant from the Federal Aviation Administration to accept an amount up to \$3,124,464.00, as allowed under the grant, for the Taxiway Rehabilitation Project, subject to review 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."

7.10. Request to Execute a Contract with Pike Industries, Inc. (Pike) for the Taxiway C/G Rehabilitation Project, to accept and execute a Federal Aviation Administration (FAA) Grant for the Taxiway C/G Rehabilitation Project - Airport

Subject 7.11. Request to accept and execute a Federal Aviation Administration (FAA) Grant, execute a Contract with Strong Tower Inc. and Jones Payne Group, Inc. (JPG) for the Residential Sound Insulation Project (RSIP) Phase 5 - Airport

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action 1. "To authorize the Director of Aviation to accept and execute a grant agreement with the Federal Aviation Administration in an amount up to \$2,507,877.00, for the Residential Sound Insulation Project (RSIP) Phase 5, subject to review and approval of 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 ."
2. "To authorize the Director of Aviation to execute a contract with Strong Tower in the amount of up to \$987,204.00 , for the Residential Sound Insulation Project (RSIP) Phase 5 construction, subject to review and approval of the City Attorney's Office."
3. "To authorize the Director of Aviation to execute a contract with JPG in the amount of up to \$1,421,865.00, for the Residential Sound Insulation Project (RSIP) Phase 5 program management, subject to review and approval of the City Attorney's Office."

7.11. Request to accept and execute a Federal Aviation Administration (FAA) Grant, execute a Contract with Strong Tower Inc. and Jones Payne Group, Inc. (JPG) for the Residential Sound Insulation Project (RSIP) Phase 5 - Airport

Subject 7.12. Authorization to Issue Early Learning Initiative Capacity Grants to First Congregational Church for \$50,000 - BWD

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Business and Workforce Development

Type Action (Consent)

Recommended Action to approve and authorize the Director of Business and Workforce Development to enter into an ELI Capacity grant agreement with First Congregational Church in the amount not to exceed \$50,000 to support the creation of a new infant/toddler child care program in downtown Burlington, subject to review and approval of grant agreement documents by the City Attorney's Office

7.12. Authorization to Issue Early Learning Initiative Capacity Grants to First Congregational Church for \$50,000 - BWD

Subject 7.13. Communication: Caryn Long, re: May 19 City Council Meeting

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.13. Communication: Caryn Long, re: May 19 City Council Meeting

Subject 7.14. Communication: Ashton MacKenzie, re: Displacing Food Distribution At Marketplace Garage

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.14. Communication: Ashton MacKenzie, re: Displacing Food Distribution At Marketplace Garage

Subject 7.15. Accepting a grant from the Friends of the Fletcher Free Library to the Fletcher Free Library Preservation Project for the 1904 building (Preservation Project) - Library

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Fletcher Free Library
Type	Action (Consent)
Recommended Action	1. To approve and authorize the acceptance of a grant in an amount not to exceed \$845,000 from the Friends of the Fletcher Free Library in support of the FFL Preservation Project at 235 College Street, and further authorize the Chief Administrative Officer to execute a Grant Agreement between the City and the Friends of the Fletcher Free in furtherance of such acceptance, subject to the final review of the City Attorney's Office. 2. To approve and 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 acceptance of the grant award, 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.

7.15. Accepting a grant from the Friends of the Fletcher Free Library to the Fletcher Free Library Preservation Project for the 1904 building (Preservation Project) - Library

Subject	7.16. Daily Parking Revenue - DPW
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Public Works Department
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
7.16. Daily Parking Revenue - DPW	

Subject	7.17. FIO Documents
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication

Information

Recommended Action for information only

7.17. FIO Documents

8. Deliberative Agenda

8. Deliberative Agenda

Subject **8.1. Fiscal Year 2026 Mayoral Appointments **7:00 pm to no later than 7:30 pm**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action move to confirm Mayoral appointments for Fiscal Year 2026 as listed in the attached memo

8.1. Fiscal Year 2026 Mayoral Appointments **7:00 pm to no later than 7:30 pm

Motion made by Councilor McKnight, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Subject **8.2. Public Hearing Regarding ZA-25-02 Additional Housing Ordinance**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Planning

Type Action
Public Hearing

Recommended Action open the Public Hearing
close the Public Hearing

8.2. Public Hearing Regarding ZA-25-02 Additional Housing Ordinance

City Council President Traverse opened the Public Hearing at 8:50 pm.

City Council President Traverse closed the Public Hearing at 8:59 pm.

Online speakers:

Sharon Bushor

Kirsten Merriman Shapiro

Subject **8.3. Ordinance: ZA-25-02: Neighborhood Code - Additional Housing Development Options (Office of City Planning, Planning Commission, Ordinance Committee) (20 mins.)**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Planning

Type Action
Ordinance - Second Reading

Recommended Action Second Reading. Waive the reading and adopt the ordinance as amended by the
Ordinance Committee.

8.3. Ordinance: ZA-25-02: Neighborhood Code - Additional Housing Development Options (Office of City
Planning, Planning Commission, Ordinance Committee) (20 mins.)

Planning Director Dillard and Principal Planner Morgan spoke to this agenda item: presented slides.

Motion made by Councilor Bergman, seconded by Councilor Barlow, to approve the motion as
presented. Motion passed unanimously.

Subject 8.4. BED FY26 rate change - BED (20 mins.)

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Burlington Electric Department

Type Action

Recommended Action to approve and authorize the General Manager of the Burlington Electric
Department or their designee to file tariff amendments and supporting documents
with the Vermont Public Utility Commission requesting an increase to Burlington
Electric Department rates of 4.5 percent on bills rendered on or after September 1,
2025 as proposed

8.4. BED FY26 rate change - BED (20 mins.)

BED General Manager Springer and Emily Stebbins-Wheelock spoke to this agenda item: presented slides.

Motion made by Councilor Barlow, seconded by Councilor Litwin, to approve the motion as
presented. Motion passed unanimously.

Subject 8.5. BED Energy Assistance Program (EAP) - BED (10 mins.)

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Burlington Electric Department

Type Action

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41. 2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees. In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Impact Fees (20 mins.)

Subject 8.8. Ordinance: Impact Fees (C/T, City Attorney)

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Ordinance - Second Reading
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41. 2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees. In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Ordinance: Impact Fees (C/T, City Attorney)

Motion made by Councilor Bergman, seconded by Councilor Barlow, to approve the motion as presented regarding the updated version of this agenda item. Motion passed unanimously.

Subject 8.8. Resolution: Impact Fees (Board of Finance)

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Resolution
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41.

2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees.
In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Resolution: Impact Fees (Board of Finance)

Motion made by Councilor Barlow, seconded by Councilor Bergman, to postpone this agenda item to the June 16, 2025 City Council Meeting. Motion passed unanimously.

9. Committee Reports

9. Committee Reports

Subject	9.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Committee Reports
Department	Council and Board
Type	Information

9.1. Verbal reports

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

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

Subject	10.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10.1. Verbal reports

11. Adjournment

11. Adjournment

Subject	11.1. Motion to adjourn
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Adjournment
Department	Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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11.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 11:35 pm.

12. Informational and Non-Discrimination Statements

12. Informational and Non-Discrimination Statements

Subject	12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	12. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



BURLINGTON CITY COUNCIL WITH MAYOR PRESIDING
CITY COUNCIL WITH MAYOR PRESIDING
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
June 16, 2025

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 8:01 pm.

Members present: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse.

Others present: COS Jacobsen, City Attorney Brown, CAO Schad and Lori Olberg

Subject

1.1. Motion to amend/adopt agenda

Meeting

June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category

1. Agenda

Department

Council and Board

Type

Action
Procedural

Recommended Action Motion to amend/adopt agenda

1.1. Motion to amend/adopt agenda

Motion made by City Council President Traverse, seconded by Councilor Grant, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Motion made by City Council President Traverse, seconded by Councilor Grant, to adopt the consent agenda and take the actions indicated. Motion passed unanimously,

Subject

2.1. Motion to adopt the consent agenda and take the actions indicated

Meeting

June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category

2. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. Listing of Fire Wardens - Fire

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Fire Department

Type Action (Consent)

Recommended Action appoint the attached list for July 1, 2025 and expiring June 30, 2026

2.2. Listing of Fire Wardens - Fire

Subject 2.3. 2025 Board/Commission Applicant Listing

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. 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

2.3. 2025 Board/Commission Applicant Listing

Subject 2.4. 2025 Board and Commission Appointment Worksheet - Boards and Commissions Nominating Selection Committee Decisions

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. 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

2.4. 2025 Board and Commission Appointment Worksheet - Boards and Commissions Nominating Selection Committee Decisions

3. 2025 Board and Commission Appointments

3. 2025 Board and Commission Appointments

Motion made by Councilor McKnight, seconded by Councilor Schachter, to approve the slate as presented. Motion passed unanimously.

Note: Councilor Neubieser recused himself from agenda item 3.34.: Retirement Board: Bob Hooper.

Subject 3.1. Airport Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jeff Schulman is being re-appointed.

3.1. Airport Commission: Term Expires 06/30/28

Subject 3.2. Airport Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Andrew Savage is being appointed.

3.2. Airport Commission: Term Expires 06/30/28

Subject 3.3. Cemetery Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jennifer Diaz is being re-appointed.

3.3. Cemetery Commission: Term Expires 06/30/28

Subject 3.4. Cemetery Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Alexandra Millarhouse (nee Millar) is being re-appointed.

3.4. Cemetery Commission: Term Expires 06/30/28

Subject 3.5. Conservation Board: Term Expires 06/30/27

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Rebecca Roman is being re-appointed.

3.5. Conservation Board: Term Expires 06/30/27

Subject 3.6. Conservation Board: Term Expires 06/30/29

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,

City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Ryan Crehan is being re-appointed.

3.6. Conservation Board: Term Expires 06/30/29

Subject 3.7. Conservation Board: Term Expires 06/30/29

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Evan Horne is being appointed.

3.7. Conservation Board: Term Expires 06/30/29

Subject 3.8. Conservation Board; Term Expires 06/30/29

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Dale Azaria is being appointed.

3.8. Conservation Board; Term Expires 06/30/29

Subject 3.9. Conservation Board: Term Expires 06/30/29

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Kelly Farrell is being appointed.

3.9. Conservation Board: Term Expires 06/30/29

Subject 3.10. Design Advisory Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Gabriel Stadecker is being re-appointed.

3.10. Design Advisory Board: Term Expires 06/30/28

Subject 3.11. Design Advisory Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Ronald Wanamaker is being re-appointed.

3.11. Design Advisory Board: Term Expires 06/30/28

Subject 3.12. Development Review Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office

Type Action

Recommended Action Caitlin Halpert is being re-appointed.

3.12. Development Review Board: Term Expires 06/30/28

Subject 3.13. Development Review Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Geoffrey Howard Hand is being re-appointed.

3.13. Development Review Board: Term Expires 06/30/28

Subject 3.14. Development Review Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Evan John Gould is being appointed.

3.14. Development Review Board: Term Expires 06/30/28

Subject 3.15. Electric Light Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Andrew "Andy" Vota is being re-appointed.

3.15. Electric Light Commission: Term Expires 06/30/28

Subject 3.16. Electric Light Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Bethany Whitaker is being re-appointed.

3.16. Electric Light Commission: Term Expires 06/30/28

Subject 3.17. Fire Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Kevin McLaughlin is being re-appointed.

3.17. Fire Commission: Term Expires 06/30/28

Subject 3.18. Fire Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Linda Sheehey is being re-appointed.

3.18. Fire Commission: Term Expires 06/30/28

Subject **3.19. Board of Health: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jane Seymour is being re-appointed.

3.19. Board of Health: Term Expires 06/30/28

Subject **3.20. Board of Health: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jennifer Monroe Zakaras is being appointed.

3.20. Board of Health: Term Expires 06/30/28

Subject **3.21. Library Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Sally Blanchard-O'Brien is being re-appointed.

3.21. Library Commission: Term Expires 06/30/28

Subject **3.22. Parks and Recreation Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Ryan Bergmann is being re-appointed.

3.22. Parks and Recreation Commission: Term Expires 06/30/28

Subject 3.23. Parks and Recreation Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Kirstin Boehm is being re-appointed.

3.23. Parks and Recreation Commission: Term Expires 06/30/28

Subject 3.24. Parks and Recreation Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Nate Lantieri is being re-appointed.

3.24. Parks and Recreation Commission: Term Expires 06/30/28

Subject 3.25. Parks and Recreation Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,

City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.25. Parks and Recreation Commission: Term Expires 06/30/28

Councilor Grant nominated Carolyn Felix.

Roll call vote: Ayes: Councilors Bergman, Broderick, Grant, Kane and Mayor Mulvaney-Stanak; Absentions: Councilors Barlow, Carpenter, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse.

Motion failed.

Councilor Carpenter nominated Halle Davis.

Roll call vote: Ayes: Councilors Barlow, Carpenter, Litwin, McKnight, Schachter, Singh and City Council President Traverse; Absentions: Councilors Bergman, Broderick, Grant, Kane, Neubieser and Mayor Mulvaney-Stanak.

Halle Davis was appointed to the Parks and Recreation Commission.

Subject 3.26. Planning Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Alexander F. Friend is being re-appointed.

3.26. Planning Commission: Term Expires 06/30/28

Subject 3.27. Police Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Robert Lamar Depper III is being re-appointed.

3.27. Police Commission: Term Expires 06/30/28

Subject **3.28. Police Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Karen Paul is being appointed.

3.28. Police Commission: Term Expires 06/30/28

Subject **3.29. Police Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Julia Ginorio is being appointed.

3.29. Police Commission: Term Expires 06/30/28

Subject **3.30. Police Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Tessa Brooks Fast is being appointed.

3.30. Police Commission: Term Expires 06/30/28

Subject **3.31. Public Works Commission: Term Expires 06/30/26**

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Elaina Fox is being re-appointed.

3.31. Public Works Commission: Term Expires 06/30/26

Subject 3.32. Public Works Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Peggy A. O'Neill-Vivanco is being re-appointed.

3.32. Public Works Commission: Term Expires 06/30/28

Subject 3.33. Public Works Commission: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Julie Hays is being appointed.

3.33. Public Works Commission: Term Expires 06/30/28

Subject 3.34. Retirement Board; Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,

City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Robert Hooper is being re-appointed.

3.34. Retirement Board; Term Expires 06/30/28

Subject 3.35. Board of Tax Appeals: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Sonja S. Fuller is being re-appointed.

3.35. Board of Tax Appeals: Term Expires 06/30/28

Subject 3.36. Vehicle for Hire Licensing Board: Term Expires 06/30/27

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action David M. Hartnett is being appointed.

3.36. Vehicle for Hire Licensing Board: Term Expires 06/30/27

Subject 3.37. Vehicle for Hire Licensing Board: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Stephen Hamlin is being re-appointed.

3.37. Vehicle for Hire Licensing Board: Term Expires 06/30/28

Subject 3.38. Board for Registration of Voters: Term Expires 06/30/28

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Lauren Ebersol is being re-appointed.

3.38. Board for Registration of Voters: Term Expires 06/30/28

Subject 3.39. Board for Registration of Voters: Term Expires 06/30/30

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office
Type Action

Recommended Action Alison Harte is being re-appointed.

3.39. Board for Registration of Voters: Term Expires 06/30/30

Subject 3.40. Board for Registration of Voters: Term Expires 06/30/30

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments
Department Clerk/Treasurer's Office

Type Action

Recommended Action Adam Karl Franz is being appointed.

3.40. Board for Registration of Voters: Term Expires 06/30/30

Subject 3.41. Board for Registration of Voters: Term Expires 06/30/30

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.41. Board for Registration of Voters: Term Expires 06/30/30

Councilor Grant nominated Kevin Lewis.

Roll call vote: Ayes: Mayor Mulvaney-Stanak; Councilors Bergman, Broderick, Grant, Kane, Neubieser, City Council President Traverse. Nays: Councilor Litwin. Absentions: Councilors Barlow, Carpenter, McKnight and Singh.

Kevin Lewis was appointed to the Board for Registration of Voters.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting June 16, 2025 - City Council With Mayor Presiding Meeting - Monday, June 16, 2025, 7:00 PM,
City Council With Mayor Presiding
Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 8:33 pm.

Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
	2.1. Motion to adopt the consent agenda and take the actions indicated
Subject	2.2. 2025 Cannabis Retailer License Renewals: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC
Meeting	June 16, 2025 - Local Cannabis Control Commission Meeting - Monday, June 16, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to approve and authorize transmission of local approval of the following local cannabis control retailer license renewals to the State Cannabis Control Board, subject to all municipal conditions currently in effect on such local licenses: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC
	2.2. 2025 Cannabis Retailer License Renewals: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC

3. Adjournment

3. Adjournment

Subject	3.1. Motion to adjourn
Meeting	June 16, 2025 - Local Cannabis Control Commission Meeting - Monday, June 16, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
	3.1. Motion to adjourn
	City Council President Traverse adjourned the meeting at 8:38 pm.

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. Location Change re: Champlain College First and Third Class Liquor Licenses

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the location change re: Champlain College First and Third Class Liquor Licenses

2.2. Location Change re: Champlain College First and Third Class Liquor Licenses

Subject 2.3. Outside Consumption Permit Expansions (July 24 and August 21): Church Street Tavern

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Church Street Tavern (July 24 and August 21)

2.3. Outside Consumption Permit Expansions (July 24 and August 21): Church Street Tavern

Subject 2.4. Outside Consumption Permit Expansions (July 10 and August 7): Halvorson's Upstreet Cafe

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Halvorson's Upstreet Cafe (July 10 and August 7)

2.4. Outside Consumption Permit Expansions (July 10 and August 7): Halvorson's Upstreet Cafe

Subject **2.5. Outside Consumption Permit Expansions (July 17 and August 14): Ken's Pizza and Pub**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Ken's Pizza and Pub (July 17 and August 14)

2.5. Outside Consumption Permit Expansions (July 17 and August 14): Ken's Pizza and Pub

Subject **2.6. First, Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, Third Class Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.6. First, Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

3. Deliberative Agenda

3. Deliberative Agenda

Subject **3.1. First, Second and Third Class Liquor License Applications (2025-2026): AC Hotel, 130 Bank Street**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type	Action
Recommended Action	approve the 2025-2026 First, Second and Third Class Liquor License Applications for AC Hotel, 130 Bank Street with the following conditions: contingent upon Fire Marshal Approval, all City Permits need to be closed out and with all standard conditions
3.1. First, Second and Third Class Liquor License Applications (2025-2026): AC Hotel, 130 Bank Street Motion made by Commissioner Broderick, seconded by Commissioner Bergman, to approve the motion as presented. Motion passed unanimously.	
Subject	3.2. First and Third Class Liquor License Applications (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way
Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 First and Third Class Liquor License Applications for Bangkok Bistro in the Alley, 36 Thorsen Way with the following conditions: complete record checks, contingent upon Fire Marshal Approval and with all standard conditions
3.2. First and Third Class Liquor License Applications (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	3.3. Outside Consumption Permit Application (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way
Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 Outside Consumption Permit Application for Bangkok Bistro in the Alley, 36 Thorsen Way with the following condition: complete record checks
3.3. Outside Consumption Permit Application (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	3.4. First and Third Class Liquor License Applications (2025-2026): Perrywinkle's, 227 Main Street

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First and Third Class Liquor License Applications for Perrywinkle's. 227 Main Street with the following conditions: contingent upon Fire Marshal Approval and with all standard conditions

3.4. First and Third Class Liquor License Applications (2025-2026): Perrywinkle's, 227 Main Street
Motion made by Commissioner Broderick, seconded by Commissioner Bergman, to approve the motion as presented. Motion passed unanimously.

Subject 3.5. Outside Consumption Permit Application (2025-2026): Poppy Cafe & Market, 88 Oak Street

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outside Consumption Permit Application for Poppy Cafe & Market, 88 Oak Street

3.5. Outside Consumption Permit Application (2025-2026): Poppy Cafe & Market, 88 Oak Street
Motion made by Commissioner Broderick, seconded by Commissioner Singh, to approve the motion as presented. Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:37 pm.

Type Action (Consent)
 Procedural

Recommended Action Motion to adopt the consent agenda and take the action indicated

2.1. Motion to adopt the consent agenda and take the action indicated

Subject 2.2. Outside Consumption Permit Location Change: Venetian Soda Lounge

Meeting June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit location change for Venetian Soda Lounge

2.2. Outside Consumption Permit Location Change: Venetian Soda Lounge

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
 Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 7:29 pm.

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Executive Sessions
Department	Council and Board
Type	Action Procedural
Recommended Action	<u>Updated Motion Language:</u> Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations regarding the Great Streets Main Street project would clearly place the City at a substantial disadvantage. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential communications regarding these contracts, 1 VSA §313(a)(1)(A), including representatives from the Mayor's Office, City Attorney's Office, Department of Public Works, and CEDO. Motion 3: Move that the Council go into executive session to receive confidential communications regarding the negotiating or securing of real estate options related to the McNeil Plant, 1 VSA §313(a)(2) <u>Original Motion Language:</u> Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations regarding the Great Streets Main Street project and Burlington Square project, would clearly place the City at a substantial disadvantage. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential communications regarding these contracts, 1 VSA §313(a)(1)(A), including representatives from the Mayor's Office, City Attorney's Office and any outside legal counsel, Department of Public Works, and CEDO. Motion 3: Move that the Council go into executive session to receive confidential communications regarding the negotiating or securing of real estate options related to the McNeil Plant, 1 VSA §313(a)(2). 2.1. (1) Re: Great Streets Main Street Contract Negotiations; (2) Re: Burlington Square Contract Negotiations; and (3) Re: McNeil Commercial Negotiations (15 mins.each) Motion 1 no longer needed. Motion 2: Motion made by Councilor McKnight, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously. Motion 3: Motion made by Councilor McKnight, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously. Motion made by Councilor McKnight, seconded by Councilor Broderick, to go into Executive Session. Motion passed unanimously. ES began at 6:13 pm. ES convened at 6:54 pm.

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

City Council President Traverse opened Public Forum at 6:54 pm.
City Council President Traverse closed Public Forum at 7:12 pm.

Subject **3.1. Verbal Comments**

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

BTV residents (in person):

Todd DeLuca: public safety

David Call: justice justice

Andrea Viets: failing aging people/services for older adults

Allan Hodkin Walker: Main Street construction

BTV resident (online):

Sharon Bushor: CityPlace/Great Streets

Non BTV residents: (in person):

Kelly Devine: Gross Receipts/Main Street

Keren Sita: justice for Brian Pine/no energy in the City/people want tradition

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

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

Subject 4.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

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

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

Subject 5.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Consent Agenda

6. Consent Agenda

Motion made by Councilor Bergman, seconded by Councilor Barlow, to adopt the consent agenda as amended and take the actions indicated. Councilor Neubieser was not at the table to vote.

Subject **6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated

6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject **6.2. Accountability List - C/T**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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

6.2. Accountability List - C/T

Subject **6.3. Communication: Amy Wright, re: thanking Brian Pine**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.3. Communication: Amy Wright, re: thanking Brian Pine

Subject 6.4. Communication: Michael Abajian, re: To the City Council

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.4. Communication: Michael Abajian, re: To the City Council

Subject 6.5. Communication: Renny Devine, re: Church St

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.5. Communication: Renny Devine, re: Church St

**Subject 6.6. Conservation Legacy Fund Request - Winooski Valley Park District
(WVPD) - BPRW**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action to approve and authorize the use of the Conservation Legacy Fund for a grant to the Winooski Valley Park District in the amount of \$13,000 for the design/engineering of shoreline erosion mitigation at Derway Cove and Mayes Landing, and to further authorize the Director of Parks, Recreation, and Waterfront to execute a grant agreement memorializing the terms and conditions of the Legacy Fund grant, subject to the review and approval as to form by the City Attorney's Office

6.6. Conservation Legacy Fund Request - Winooski Valley Park District (WVPD) - BPRW

Subject **6.7. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department City Arts

Type Action (Consent)

Recommended Action **Updated Motion Language:**

After consideration of City Council Initiative Funds appropriated for the City Council's "Canada Street" resolution on June 16, 2025 and the Arts So Wonderful Juneteenth Mural on June 23, 2025, approve the remainder of City Council Initiative Funds in FY25 for use on Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed.

Original Motion Language:

to approve the use of \$14,000 from the City Council Initiative Fund for Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed

6.7. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA

Subject **6.8. FY25 DPW Commission Annual Report**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

6.8. FY25 DPW Commission Annual Report

Subject **6.9. Communication: Catherine Z. Davis, President & CEO, Lake Champlain Chamber, re: Impact fees and Gross Receipts**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.9. Communication: Catherine Z. Davis, President & CEO, Lake Champlain Chamber, re: Impact fees and Gross Receipts

Subject **6.10. DPW - Technical Services Reorganization**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action To approve the:
☐ Elimination of the vacant Senior Public Works Engineer position, a Regular, Full-time, Exempt, Non-Union, Grade 22 role in the Technical Services Division of the Department of Public Works.
☐ Creation of a Public Works Transportation Engineer position, a Regular, Full-time, Exempt, Non-Union, Grade 21 role in the Technical Services Division of the Department of Public Works.
☐ Retitling of the Senior Planner position and associated job description updates, a Regular, Full-time, Exempt, Non-Union, Grade 22 role, to Senior Transportation Engineer & Planner a Regular, Full-time, Exempt, Non-Union, Grade 22 role in the Technical Services Division of the Department of Public Works.

6.10. DPW - Technical Services Reorganization

Subject **6.11. New North End Sidewalk Scoping Report Approval - DPW **AGENDA ITEM REMOVED PER CITY ENGINEER LAURA WHEELock****

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the recommended preferred alternatives for the New North End Sidewalk Scoping Study, as outlined in the staff report

6.11. New North End Sidewalk Scoping Report Approval - DPW ****AGENDA ITEM REMOVED PER CITY ENGINEER LAURA WHEELOCK****

Subject 6.12. Communication: Vrenia Ivonoffski, re: Naming Church Street

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.12. Communication: Vrenia Ivonoffski, re: Naming Church Street

Subject 6.13. Communication: Natalie Jacobs, re: Road Work

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.13. Communication: Natalie Jacobs, re: Road Work

Subject 6.14. Communication: Shannon Watson, re: Temporary renaming of Church St.

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.14. Communication: Shannon Watson, re: Temporary renaming of Church St.

Subject **6.15. Council Initiative Funds Request re: Arts So Wonderful and its Juneteenth mural**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action approve \$869.32 in Council Initiative Funds for Arts So Wonderful and its Juneteenth mural

6.15. Council Initiative Funds Request re: Arts So Wonderful and its Juneteenth mural

Subject **6.16. Communication: Shelagh Hooton, re: Renaming Church Street to Canada Street temporarily**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Communication
Action (Consent)

Recommended Action waive the reading and place the communication on file

6.16. Communication: Shelagh Hooton, re: Renaming Church Street to Canada Street temporarily

Subject **6.17. FIO Documents**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

6.17. FIO Documents

Subject **6.18. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) **NOW DELIBERATIVE AGENDA ITEM 7.6****

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Ordinance - First Reading

Recommended Action waive the first reading and refer to the Ordinance Committee

6.18. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) ****NOW DELIBERATIVE AGENDA ITEM 7.6****

Subject 6.19. Ordinance: Gross Receipts Tax (Councilor Traverse)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action waive the first reading, suspend the rule requiring referral to the Ordinance Committee, and schedule for a second reading on July 14

6.19. Ordinance: Gross Receipts Tax (Councilor Traverse)

Subject 6.20. Resolution: Approving Obtaining Standby Letter(s) Of Credit For The City's Workers' Compensation Program (Board of Finance)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Resolution

Recommended Action waive the reading and to approve the attached resolution

6.20. Resolution: Approving Obtaining Standby Letter(s) Of Credit For The City's Workers' Compensation Program (Board of Finance)

Subject 6.21. Resolution: Authorization For Up To \$2,192,700 Step II Loan From Vermont Clean Water State Revolving Fund And For Amended Engineering Contract With Wright Pierce For Up To \$2,192,700 For Main Wastewater Plant Improvements (Stage 1) (Board of Finance)

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department - Water Resources
Type	Action (Consent) Resolution
Recommended Action	to waive the reading and adopt the attached resolution authorizing a Step II \$2,192,700 amended loan from the Vermont Clean Water State Revolving fund and a \$2,192,700 amended contract with Wright-Pierce for the Stage 1 Main Wastewater Plant Improvements project as more specifically set forth in the attached resolution

6.21. Resolution: Authorization For Up To \$2,192,700 Step II Loan From Vermont Clean Water State Revolving Fund And For Amended Engineering Contract With Wright Pierce For Up To \$2,192,700 For Main Wastewater Plant Improvements (Stage 1) (Board of Finance)

Subject 6.22. Resolution: Authorization To Accept The Dedication In Fee Of A Portion Of Ledgewood Circle (Board of Finance)

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Action (Consent) Resolution
Recommended Action	to approve and recommend that the City Council waive the reading and approve the resolution accepting the street segment known as Ledgewood Circle, as shown in Ex D, subject to review and approval by the City Attorney's Office of any instruments required to effectuate the transactions contemplated hereby

6.22. Resolution: Authorization To Accept The Dedication In Fee Of A Portion Of Ledgewood Circle (Board of Finance)

Subject 6.23. Reclassification and retitling of Assistant Director of Community Works - BWD

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Business and Workforce Development
Type	Action (Consent)

Recommended Action to approve the retitling of the Assistant Director for Community Works to Real Estate Development Manager and to reclassify this position from grade 26 down to grade 23

6.23. Reclassification and retitling of Assistant Director of Community Works - BWD

Subject 6.24. 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 June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

6.24. Resolution: Release Of Certain Glebe And Perpetual Lease-Land Interests And Revision Of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)

7. Deliberative Agenda

7. Deliberative Agenda

Subject 7.1. Indoor Entertainment Permit Application (2025-2026): Devil Takes A Holiday

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Indoor Entertainment Permit Application for Devil Takes A Holiday with all standard conditions

7.1. Indoor Entertainment Permit Application (2025-2026): Devil Takes A Holiday
Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 7.2. Public Hearing: Community Development Block Grant and HOME Investment Partnerships Proposed Allocations for the 2025 Action Plan for Housing & Community Development - CEDO

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Community & Economic Development Office (CEDO)

Type Action
Public Hearing

Recommended Action open the Public Hearing
close the Public Hearing

7.2. Public Hearing: Community Development Block Grant and HOME Investment Partnerships Proposed Allocations for the 2025 Action Plan for Housing & Community Development - CEDO
Christine Curtis spoke to this agenda item. Kara Alnasrawi was seated next to her.

City Council President Traverse opened the Public Hearing at 7:45 pm.

Online speakers:

Sharon Bushor
Kirsten Merriman Shapiro

City Council President Traverse closed the Public Hearing at 7:47 pm.

Subject 7.3. City Place ARDA 2.0 Amendment - BWD (20 mins.)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Business and Workforce Development

Type Action

Recommended Action To approve the amendments to the ARDA and authorize the Mayor of the City of Burlington to execute the Third (3rd) amendment to the CityPlace Second (2nd) Amended and Restated Development Agreement (ARDA 2.0) between the City of Burlington and Cityplace Partners LLC subject to the review and approval of the documents by the City Attorney's Office.

7.3. City Place ARDA 2.0 Amendment - BWD (20 mins.)

Kara Alnaswari spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Subject 7.4. FY26 Budget Update - Mayor and CAO

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Information

7.4. FY26 Budget Update - Mayor and CAO

Mayor Mulvaney-Stanak and CAO Schad spoke to this agenda item.

Subject	7.5. Great Streets Main Street - Traffic Mitigation - DPW (30 mins.)
Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Public Works Department
Type	Information Discussion Action
Recommended Action	Alternative Motion: Option 1: Stay the Course 1. In regards to the City Council's Resolution in Support of Local Businesses and a Vibrate, Welcoming, Safe Downtown, adopted as amended on 5/19/25, the City Council does not accept the proposal from S.D. Ireland Brothers Corporation for any traffic control changes and will continue to follow the as executed construction documents. Recommended Motion: Option 2: Two-Way Traffic Open Nights & Weekends 1. To authorize the Director of Public Works to execute an amendment to the contract with S.D. Ireland Brothers Corporation in the amount of \$600,000, bringing the total contract value up to \$27,143,720.62. This will be funded with one of the new funding sources noted in the memo rather than the previously authorized project contingency (which consists of \$2,628,795.83, made up by TIF and \$32,541 of Wastewater Capital). This will bring the total authorized amount to \$29,772,516.45 for the Great Streets Main Street project. 2. To authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments and transfers of funds to and from the above-referenced funding sources as needed to pay the above-referenced project expenses and Overall Project Budgets, in substantial conformance with the attached budget transfer request.

7.5. Great Streets Main Street - Traffic Mitigation - DPW (30 mins.)

Motion made by Councilor McKnight, seconded by Councilor Barlow, to approve the motion as amended per Councilor Bergman:

Option 2: Two-Way Traffic Open Nights & Weekends

1. To authorize the Director of Public Works to execute an amendment to the contract with S.D.Ireland Brothers Corporation in the amount of \$600,000, bringing the total contract value up to \$27,143,720.62. This will be funded with one of the new funding sources noted in the memo rather than the previously authorized project contingency (which consists of \$2,628,795.83, made up by TIF and \$32,541 of Wastewater Capital). This will bring the Total authorized amount to \$29,772,516.45 for the Great Streets Main Street project.
2. To authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments and transfers of funds to and from the Bond Investment Earnings above-referenced funding sources as needed to pay the above-referenced project expenses and Overall Project Budgets, in substantial conformance with the attached budget transfer request.

Motion passed: roll call vote: (ayes) Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse; (nay): Councilor Kane.

Subject	7.6. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) *was consent agenda item 6.18*
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Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Council and Board
Type	Action Ordinance - First Reading

Recommended Action waive the first reading and refer to the Ordinance Committee

7.6. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) ***was consent agenda item 6.18***
 Motion made by Councilor Barlow, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously.

8. Committee Reports

8. Committee Reports

Subject 8.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Committee Reports
Department	Council and Board
Type	Information

8.1. Verbal reports

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

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

Subject 9.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject 10.1. Motion to adjourn

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
10.1. Motion to adjourn	
City Council President Traverse adjourned the meeting at 9:24 pm.	

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



BURLINGTON CITY COUNCIL
SPECIAL CITY COUNCIL MEETING, CONTOIS AUDITORIUM, 149 CHURCH STREET,
2ND FLOOR
MINUTES OF MEETING
June 25, 2025

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:15 pm.

Members present: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Schachter, Singh and City Council President Traverse (all in person); Councilor Neubieser (online)

Others present: City Attorney Brown, COS Jacobsen, CAO Schad, Lori Olberg and Keaton Knowles

Subject	1.1. Motion to adopt agenda
Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda
1.1. Motion to adopt agenda	
Motion made by Councilor Barlow, seconded by Councilor Grant, to adopt the agenda as presented. Motion passed unanimously.	

2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**

2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**

City Council President Traverse opened the Public Forum at 6:16 pm.

City Council President Traverse closed the Public Forum at 6:27 pm.

Subject	2.1. Verbal Comments
Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**
Department	Council and Board

Type Action
 Procedural

Recommended Action open Public Forum
 close Public Forum

2.1. Verbal Comments

BTV residents (in person):

Andrea Viets: Heineberg Senior Center; appreciative of the funds; services for seniors

Brenda Torpy: appreciation of Brian Pine's service

Non BTV residents (online):

Anthea Dexter Cooper: city budget/thank you

Keren Sita: money

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. Resolution: Annual Appropriation And Budget For Fiscal Year Beginning July 1, 2025, And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(30 mins.)

Meeting June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action
 Resolution

Recommended Action waive the reading and adopt the resolution

3.1. Resolution: Annual Appropriation And Budget For Fiscal Year Beginning July 1, 2025, And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(30 mins.)

Motion made by Councilor Bergman, seconded by Councilor McKnight, to waive the reading and adopt the resolution. Motion passed unanimously.

****Proposed Amendment made by Councilor Neubieser, seconded by Councilor Bergman:**

to strike the \$100,000 allocated to the Visiting Nurse Association - aka HHH under the UVM Health Network, and reallocate \$10,000 of those funds toward the Turning Point Center of Vermont, and \$90,000 to be given to allocated toward the City's Housing Trust Fund. (For reference the 100k allocation is located on page 23 of the attachment entitled "A - Total General Fund Budget" under item 3.1 on the agenda)

Motion failed: Roll call vote: (Aye): Councilor Neubieser; (Nays): Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Schacter, Singh; City Council President Traverse (recusal)

****Proposed Amendment made by Councilor Litwin, seconded by Councilor Singh:**

move to amend the budget to reallocate \$7,500 from the line item for Howard Center Street Outreach to Turning Point in the same amount

Motion failed: (Aye): Councilor Litwin; (Nays): Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, McKnight, Schachter, Singh and City Council President Traverse; (Absent) Councilor Neubieser

Subject 3.2. Resolution: Annual Tax Assessments On The Property Grand List Of The City For The Fiscal Year Beginning July 1, 2025 And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(15 mins.)

Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Resolution

Recommended Action waive the reading and adopt the resolution

3.2. Resolution: Annual Tax Assessments On The Property Grand List Of The City For The Fiscal Year Beginning July 1, 2025 And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(15 mins.) Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the reading and adopt the resolution. Motion passed unanimously. Councilor Neubieser absent for the vote.

4. Adjournment

4. Adjournment

Subject	4.1. Motion to adjourn
Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:01 pm.

5. Informational and Non-Discrimination Statements

5. Informational and Non-Discrimination Statements

Subject	5.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.
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Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

5.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.

**BURLINGTON LOCAL CANNABIS CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
July 14, 2025**

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. 2025 Cannabis Renewal (Manufacturers Tier 2): Bern Living Organics, LLC

Meeting July 14, 2025 - Local Cannabis Control Commission Meeting - Monday, July 14, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action to approve and authorize transmission of local approval of the following local cannabis control manufacturers tier 2 renewal to the State Cannabis Control Board, subject to all municipal conditions currently in effect on such local license: Bern Living Organics, LLC

2.2. 2025 Cannabis Renewal (Manufacturers Tier 2): Bern Living Organics, LLC

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting July 14, 2025 - Local Cannabis Control Commission Meeting - Monday, July 14, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 7:27 pm.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
July 14, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 7:24 pm.

Members present: Commissioners Barlow, Bergman, Broderick, Carpenter, Grant, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse (all in person); Commissioner Kane (online)
Others present: City Attorney Brown, COS Jacobsen, Lori Olberg

Subject	1.1. Motion to amend/adopt agenda
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Meeting	July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to amend/adopt the agenda as follows: add to the consent agenda item 2.3. Outside Consumption Permit Expansion (one day only): Halvorson's Upstreet Cafe, July 26, 2025, 1 pm - 10 pm; add to the consent agenda item 2.4. Outside Consumption Permit Expansion (one day only): Honey Road, July 31, 2025, 5:30 pm - 8:00 pm
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1.1. Motion to amend/adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the agenda as amended. Motion passed unanimously. Commissioner Bergman was not at the table,

2. Consent Agenda

2. Consent Agenda

Motion made by Commissioner Broderick, seconded by Commissioner McKnight, to adopt the consent agenda as amended. Motion passed unanimously. Commissioner Bergman was not at the table,

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. First, Third Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

Meeting July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, Third Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.2. First, Third Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

Subject 2.3. Outside Consumption Permit Expansion (one day only): Halvorson's Upstreet Cafe, July 26, 2025, 1 pm - 10 pm

Meeting July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the one day only outside consumption permit expansion for Halvorson's Upstreet Cafe, July 26, 2025, 1 pm - 10 pm

2.3. Outside Consumption Permit Expansion (one day only): Halvorson's Upstreet Cafe, July 26, 2025, 1 pm - 10 pm

Subject 2.4. Outside Consumption Permit Expansion (one day only): Honey Road, July 31, 2025, 5:30 pm - 8:00 pm

Meeting July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the one day only outside consumption permit expansion for Honey Road, July 31, 2025, 5:30 pm - 8:00 pm

2.4. Outside Consumption Permit Expansion (one day only): Honey Road, July 31, 2025, 5:30 pm - 8:00 pm

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. First and Third Class Liquor License Applications (2025-2026): What Ales You, 167 Main Street (location change)

Meeting July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First and Third Class Liquor License Applications for What Ales You, 167 Main Street with the following conditions: contingent upon Fire Marshal Approval, all City Permits need to be closed out and with all standard conditions

3.1. First and Third Class Liquor License Applications (2025-2026): What Ales You, 167 Main Street (location change)

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously. Commissioner Bergman was not at the table,

Subject 3.2. Outside Consumption Permit Application (2025-2026): What Ales You, 167 Main Street

Meeting July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outside Consumption Permit Application for What Ales You, 167 Main Street with the following conditions: contingent upon Fire Marshal Approval and all City Permits need to be closed out

3.2. Outside Consumption Permit Application (2025-2026): What Ales You, 167 Main Street

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously

4. Adjournment

4. Adjournment

Subject**4.1. Motion to adjourn**

Meeting

July 14, 2025 - Local Control Commission Meeting - Monday, July 14, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category

4. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 7:26 pm.

**BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
July 14, 2025**

Department	Planning
Type	Information Discussion Presentation

2.1. Work Session: Act 181 Burlington Future Land Use Map

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

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

City Council President Traverse opened Public Forum at 6:30 pm.

City Council President Traverse closed Public Forum at 6:54 pm.

Subject	3.1. Verbal Comments
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. 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

3.1. Verbal Comments

BTV residents (in person):

Robin Lloyd: 80th Anniversary of nuclear bombing of Hiroshima

Rodney Lane: public statement from FVVS

Ed Baker: overdose prevention center

Trevor Smolen: homeless/drugs

Bella Fearn: city circle ordinance

Lee Morrigan: retail theft

Allan Walker Hodkin: main street construction

BTV residents (on line):

Sharon Bushor: recycling/impact fees/act 181

Emma Wall Kouri: REIB office

Charlotte Safran: appoint Christian Berry as REIB Director

Non BTV resident (on line):

Brian Clifford: Food Not Cops

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

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

Subject	4.1. Verbal reports
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Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

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

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

Subject	5.1. Verbal reports
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Consent Agenda

6. Consent Agenda

Motion made by Councilor Bergman, seconded by Councilor Singh, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject	6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda (as amended) and take the actions indicated
	6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject	6.2. Accountability List - C/T
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Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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

6.2. Accountability List - C/T

Subject 6.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Subject 6.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Subject 6.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Subject 6.6. June 2, 2025 City Council With Mayor Presiding Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.6. June 2, 2025 City Council With Mayor Presiding Meeting Minutes - C/T

Subject 6.7. June 2, 2025 Regular City Council Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.7. June 2, 2025 Regular City Council Meeting Minutes - C/T

Subject 6.8. June 16, 2025 City Council with Mayor Presiding Meeting Minutes - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.8. June 16, 2025 City Council with Mayor Presiding Meeting Minutes - C/T

Subject **6.9. June 16, 2025 Local Cannabis Control Commission Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.9. June 16, 2025 Local Cannabis Control Commission Meeting Minutes - C/T

Subject **6.10. June 16, 2025 Local Control Commission Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.10. June 16, 2025 Local Control Commission Meeting Minutes - C/T

Subject **6.11. June 16, 2025 Regular City Council Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.11. June 16, 2025 Regular City Council Meeting Minutes - C/T

Subject **6.12. June 23, 2025 Local Control Commission Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.12. June 23, 2025 Local Control Commission Meeting Minutes - C/T

Subject **6.13. June 23, 2025 Regular City Council Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.13. June 23, 2025 Regular City Council Meeting Minutes - C/T

Subject **6.14. June 25, 2025 Special City Council Meeting Minutes - C/T**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes

Recommended Action approve the minutes

6.14. June 25, 2025 Special City Council Meeting Minutes - C/T

Subject **6.15. Authorization to Deaccession the Work of Public Art *Chief Greylock* -
BCA**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Consent Agenda
Department	City Arts
Type	Action (Consent)
Recommended Action	Burlington City Arts (BCA) respectfully requests City Council approve the following motion: "To approve and authorize the Director of BCA to complete the deaccession of the work of public art; Chief Greylock and to execute all necessary documents thereto upon final review and approval of the City Attorney's Office."

6.15. Authorization to Deaccession the Work of Public Art *Chief Greylock* - BCA

Subject	6.16. Authorization to Accept a Work of Public Art from the Abenaki Nation of Missisquoi Tribal Council - BCA **AGENDA ITEM REMOVED PER COLIN STORRS**
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	City Arts
Type	Action (Consent)
Recommended Action	Burlington City Arts (BCA) respectfully requests City Council approve the following motion: "To approve and authorize the Director of BCA to accept a public art donation as described in Attachment A, with a total value of \$20,000 from the Missisquoi Abenaki Nation; to facilitate site preparation up to a maximum amount of \$25,000; and to execute all necessary documents upon final review and approval by the City Attorney's Office, provided that the Chief Greylock sculpture is approved for deaccession."

6.16. Authorization to Accept a Work of Public Art from the Abenaki Nation of Missisquoi Tribal Council - BCA ****AGENDA ITEM REMOVED PER COLIN STORRS****

Subject	6.17. Troy Hughes Reclassification - I&T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Innovation & Technology
Type	Action (Consent)
Recommended Action	to approve: (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.

6.17. Troy Hughes Reclassification - I&T

Subject	6.18. Communication re: Gross Receipts Ordinance - City Attorney's Office
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	City Attorney
Type	Action (Consent)
Recommended Action	to accept the communication and to allow the Administration's proposal to be considered by the Ordinance Committee for report back to the City Council as soon as possible

6.18. Communication re: Gross Receipts Ordinance - City Attorney's Office

Subject	6.19. Budget Amendment Authorization - Champlain Parkway Project Initial Construction Contract - DPW
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to 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

6.19. Budget Amendment Authorization - Champlain Parkway Project Initial Construction Contract - DPW

Subject	6.20. Sales Tax Reallocation Application for City Place North Tower - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to approve the selection of City Place as the project and authorize staff to submit an application to reallocate sales taxes paid on construction materials for the North

Tower, located at 75 Cherry Street, into the adjacent municipal (public infrastructure) elements

6.20. Sales Tax Reallocation Application for City Place North Tower - C/T

Subject **6.21. Communication: Evan Gould, DRB Alternate Member, re: Resignation to take a full seat on the DRB**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading, accept the communication, place it on file and advertise the vacancy in Seven Days

6.21. Communication: Evan Gould, DRB Alternate Member, re: Resignation to take a full seat on the DRB

Subject **6.22. Communication: Rooney Castle, President, Rhino Foods, Inc., re: Open letter regarding the office of REIB**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.22. Communication: Rooney Castle, President, Rhino Foods, Inc., re: Open letter regarding the office of REIB

Subject **6.23. Communication: Emma Wall Kouri, re: Open letter regarding the office of REIB**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.23. Communication: Emma Wall Kouri, re: Open letter regarding the office of REIB

Subject **6.24. 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 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve and 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 documents and contracts necessary to accept the funding through the period of July 1, 2025 – June 30, 2026, including retroactive approval for the period of July 1 – July 14, 2025, subject to the final review and approval of the City Attorney's Office

6.24. Authorization to accept grant funds for the operation of the Elmwood Emergency Shelter Community - Housing Opportunity Grant Program SFY 2026 \$1,326,555 - CEDO

Subject **6.25. Annual Report for 2024-25 - Parks, Recreation and Waterfront Commission**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

6.25. Annual Report for 2024-25 - Parks, Recreation and Waterfront Commission

Subject **6.26. Communication: Christy Mitchell, SEABA, Executive Director, re: thank you for the annual contribution**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Recommended Action waive the reading and place the communication on file

6.26. Communication: Christy Mitchell, SEABA, Executive Director, re: thank you for the annual contribution

Subject 6.27. Communication: Michelle Hobbs, Member, Electric Light Commission, re: Resignation

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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 Michelle Hobbs a letter of appreciation thanking
 her for her time served as a member of the Electric Light Commission

6.27. Communication: Michelle Hobbs, Member, Electric Light Commission, re: Resignation

Subject 6.28. Communication: Michael McGarghan, Member, BRV, re: Resignation

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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 Michael McGarghan a letter of appreciation
 thanking him for his time served as a member of the Board of Registration for
 Voters

6.28. Communication: Michael McGarghan, Member, BRV, re: Resignation

Subject 6.29. Communication: Bruce Rabik, re: Canada

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.29. Communication: Bruce Rabik, re: Canada

Subject 6.30. Communication: Andrea Viets, Executive Director, Heineberg Community Senior Center, re: Testimony from Monday 6/23/25

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.30. Communication: Andrea Viets, Executive Director, Heineberg Community Senior Center, re: Testimony from Monday 6/23/25

Subject 6.31. Communication: Colleen Wright, re: Naming Church St to Canada St for the Summer

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.31. Communication: Colleen Wright, re: Naming Church St to Canada St for the Summer

Subject 6.32. Communication: Liz Clements, re: Open letter regarding office of REIB

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Recommended Action waive the reading and place the communication on file

6.32. Communication: Liz Clements, re: Open letter regarding office of REIB

Subject 6.33. Communication: Donna M. Page, re; WCAX News article: Response to Homeless issue

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Recommended Action waive the reading and place the communication on file

6.33. Communication: Donna M. Page, re; WCAX News article: Response to Homeless issue

Subject 6.34. Communication: Shane Daley, re: Homeless Issue Really Isn't All That Difficult

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Recommended Action waive the reading and place the communication on file

6.34. Communication: Shane Daley, re: Homeless Issue Really Isn't All That Difficult

Subject 6.35. New North End Sidewalk Scoping Report Approval - DPW

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the recommended preferred alternatives for the New North End
 Sidewalk Scoping Study, as outlined in the staff report with an understanding there

will be additional public engagement prior to implementing any of these alternatives

6.35. New North End Sidewalk Scoping Report Approval - DPW

Subject	6.36. FIO Documents
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	for information only
6.36. FIO Documents	

Subject	6.37. Resolution: Authorization To Submit 2025 Burlington One-Year Action Plan (Councilor Schachter)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent) Resolution
Recommended Action	to waive the reading and adopt the attached resolution related 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

6.37. Resolution: Authorization To Submit 2025 Burlington One-Year Action Plan (Councilor Schachter)

Subject	6.38. City's Residential Recycling RFPQ - DPW **NOW AGENDA ITEM 7.10.**
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Communication Information Action

Action (Consent)

Recommended Action waive the reading, accept the communication and place it on file

6.38. City's Residential Recycling RFPQ - DPW ****NOW AGENDA ITEM 7.10.****

7. Deliberative Agenda

7. Deliberative Agenda

Subject **7.1. Resolution: Honoring Sandy Baird (Full City Council)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

7.1. Resolution: Honoring Sandy Baird (Full City Council)

Motion made by Councilor Bergman, seconded by Councilor Litwin, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **7.2. Public Hearing Regarding ZA-25-03 SEID Stormwater Standards; ZA-25-06 planBTV Downtown Form Code Parking Setbacks; ZA-25-08 Impact Fees**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Planning

Type Action
Public Hearing

Recommended Action open Public Hearing
close Public Hearing

7.2. Public Hearing Regarding ZA-25-03 SEID Stormwater Standards; ZA-25-06 planBTV Downtown Form Code Parking Setbacks; ZA-25-08 Impact Fees

City Council President Traverse opened the Public Hearing at 8:04 pm.

In person: no one spoke

On line: Sharon Bushor

City Council President Traverse closed the Public Hearing at 8:11 pm.

Subject **7.3. Ordinance: Comprehensive Development Ordinance SEID Stormwater Standards ZA-25-03 (Office of City Planning, Planning Commission, Ordinance Committee)(10 mins.)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Planning

Type Action
Ordinance - Second Reading

Recommended Action Second reading. Motion: Waive the reading and adopt the ordinance.

7.3. Ordinance: Comprehensive Development Ordinance SEID Stormwater Standards ZA-25-03 (Office of City Planning, Planning Commission, Ordinance Committee)(10 mins.)

Charles Dillard (in person), Eleonore Walker and Megan Moir (both online) were present for this agenda item.

Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the second reading and adopt the ordinance as amended (regarding footnotes per Assistant City Attorney Sturtevant). Motion passed unanimously.

Subject **7.4. Ordinance: Comprehensive Development Ordinance PlanBTV Downtown Code Parking Setbacks ZA-25-06 (Office of City Planning; Planning Commission; Ordinance Committee))10 mins.)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Planning

Type Action
Ordinance - Second Reading

Recommended Action Second reading. Motion: Waive the reading and adopt the ordinance.

7.4. Ordinance: Comprehensive Development Ordinance PlanBTV Downtown Code Parking Setbacks ZA-25-06 (Office of City Planning; Planning Commission; Ordinance Committee))10 mins.)

Charles Dillard presented.

Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the second reading and adopt the ordinance. Motion passed unanimously.

Subject **7.5. Ordinance: Comprehensive Development Ordinance Impact Fees ZA-25-08 (Planning; Planning Commission; Ordinance Committee)(10 mins.)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Planning

Subject **7.8. Ordinance: Establishing City Circle BCO Chapter 1, Section 10 (Office of the City Attorney)(20 mins.)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department City Attorney

Type Action
Ordinance - First Reading

Recommended Action to waive the first reading of the proposed City Circle ordinance and refer it to the Ordinance Committee for review

7.8. Ordinance: Establishing City Circle BCO Chapter 1, Section 10 (Office of the City Attorney)(20 mins.)
City Attorney Brown presented. Assistant City Attorney Wood (online).
Motion made by Councilor Bergman, seconded by Councilor Grant, to waive the first reading of the proposed City Circle ordinance and refer it to the Ordinance Committee for review. Motion passed unanimously.

Subject **7.9. Ordinance: An Amendment to Appendix D, Sections 2 and 5, Updating Parks Rules and Regulations (Parks, Arts & Culture Committee)(15 mins.)**

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Parks, Recreation, & Waterfront

Type Action

Recommended Action First reading, waive the reading, suspend the rules, and place the amendment to Sections 2 and 5 of Appendix D of Burlington City Ordinances as detailed in the attached ordinance form in all stages of passage.

7.9. Ordinance: An Amendment to Appendix D, Sections 2 and 5, Updating Parks Rules and Regulations (Parks, Arts & Culture Committee)(15 mins.)
Motion made by Councilor Barlow, seconded by Councilor Litwin, to refer this ordinance back to the Parks, Arts and Culture Committee and bring it back to the City Council as early as possible. Motion passed unanimously.

Subject **7.10. City's Residential Recycling RFPQ - DPW **WAS CONSENT AGENDA ITEM 6.38.****

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Public Works Department

Type	Action Communication Information
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Recommended Action waive the reading, accept the communication and place it on file

7.10. City's Residential Recycling RFPQ - DPW ****WAS CONSENT AGENDA ITEM 6.38.****

Lee Perry and Chapin Spencer presented

Motion made by Councilor Bergman, seconded by Councilor Broderick, to waive the reading, accept the communication, place it on file and direct staff to put out three-year bids. Motion passed unanimously.

8. Committee Reports

8. Committee Reports

Subject	8.1. Verbal reports
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Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	8. Committee Reports
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Department	Council and Board
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Type	Information
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8.1. Verbal reports

None

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

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

Subject	9.1. Verbal reports
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Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	9. City Council President - Council Updates (up to 5 mins.)
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Department	Council and Board
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Type	Information
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9.1. Verbal reports

None.

10. Adjournment

10. Adjournment

Subject	10.1. Motion to adjourn
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Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	10. Adjournment
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Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

10.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 10:27 pm.

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject 11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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 July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 11. Informational and Non-Discrimination Statements

Department Council and Board

Type Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
August 4, 2025**

1. Agenda

1. Agenda

Acting City Council President Barlow convened the meeting at 7:42 pm.

Members present: Commissioners Bergman, Broderick, Carpenter, Grant, Litwin, McKnight, Neubieser, Schacter, Singh and Acting City Council President Barlow (in person); Commissioner Kane (online); Mayor Mulvaney-Stanak (in person)

Member absent: City Council President Traverse

Others present: City Attorney Brown, CAO Schad and Lori Olberg

Subject

1.1. Motion to adopt agenda

Meeting

August 4, 2025 - Local Control Commission Meeting - Monday, August 4, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category

1. Agenda

Department

Council and Board

Type

Action
Procedural

Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Subject

2.1. Motion to adopt the consent agenda and take the actions indicated

Meeting

August 4, 2025 - Local Control Commission Meeting - Monday, August 4, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category

2. Consent Agenda

Department

Clerk/Treasurer's Office

Type Action (Consent)
 Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Commissioner Broderick, seconded by Commissioner Singh, to adopt the consent agenda as presented and take the actions indicated. Motion passed unanimously.

Subject 2.2. First and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

Meeting August 4, 2025 - Local Control Commission Meeting - Monday, August 4, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First and Third Class Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.2. First and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting August 4, 2025 - Local Control Commission Meeting - Monday, August 4, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
 Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

Acting City Council President Barlow adjourned the meeting at 7:43 pm.

Type	Information Discussion Action Procedural
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Recommended Action

- a. Move to make a specific finding that premature general public knowledge regarding the proposed terms of a collective bargaining agreement with the Burlington Police Officers' Association would clearly place the City at a substantial disadvantage; and
- b. Based upon that finding, move to enter executive session pursuant to 1 VSA 313(a)(1)(B) to discuss a labor relations agreement and to include in such session members of the City's negotiation team from the Department of Finance and Administration, Police Department, and Mayor and Attorney's Offices.

2.1. Executive Session Regarding 2025-2028 Collective Bargaining Agreement with the Burlington Police Officers' Association

Motion One: Motion made by Councilor McKnight, seconded by Councilor Litwin. Motion passed unanimously.

Motion Two: Motion made by Councilor McKnight, seconded by Councilor Bergman. Motion passed unanimously.

Executive Session began at 6:06 pm.

Executive Session ended at 6:49 pm.

3. Work Session

3. Work Session

Mayor Mulvaney-Stanak and Sarah Russell spoke to this agenda item. Theresa Vezina (was online).

Subject	3.1. Homelessness Update - Mayor's Update (30 mins.)
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Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
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Category	3. Work Session
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Department	Mayor's Office
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Type	Information Communication Discussion
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3.1. Homelessness Update - Mayor's Update (30 mins.)

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

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

Subject	4.1. Verbal reports
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Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
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Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

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

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

Subject	5.1. Verbal reports
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

6. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

Acting City Council President Barlow opened Public Forum at 6:51 pm.
Acting City Council President Barlow closed Public Forum at 7:22 pm.

Subject	6.1. Verbal Comments
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	6. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

6.1. Verbal Comments

BTV residents (in person):

Laura Luchini: homeless ideas
Andrea Viets: older adult services
Robin LLOYD: Mayors for Peace

Jean Hopkins: Mayors for Peace
Trevor Smolen: homelessness
Bruce Wilson: graffiti mural
Andre Clark: homelessness/mutual aid
Lee Morrigan: Food Not Cops
Charlotte Dennett: Mayors for Peace Resolution

BYV resident (online):

Pike Porter: fleet recommendations

Non BTV residents (in person):

Christopher Rice: TNC fees
Nancy Rice: Mayors for Peace proposal

Non BTV residents (online):

Keren Sita: did not appear
Robert Perry: Clarke Street property owner: Howard Center drug issues on Clarke Street

7. Consent Agenda

7. Consent Agenda

Subject	7.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	7. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda (as amended) and take the actions indicated
7.1. Motion to adopt the consent agenda (as amended) and take the actions indicated Motion made by Councilor McKnight, seconded by Councilor Singh, to adopt the consent agenda as amended and presented and take the actions indicated. Motion passed unanimously. Councilor Neubieser was not at the table to vote.	

Subject	7.2. Accountability List - C/T
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information

7.2. Accountability List - C/T

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Department Clerk/Treasurer's Office

Recommended Action	waive the reading and place the communication on file
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Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Department Clerk/Treasurer's Office

Recommended Action	waive the reading and place the communication on file
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Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
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Department Clerk/Treasurer's Office

Recommended Action	waive the reading and place the communication on file
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Subject **7.6. Communication: Troy Headrick, Please Add Email to Formal Record**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.6. Communication: Troy Headrick, Please Add Email to Formal Record

Subject **7.7. Communication: Pete Kranz, re: Downtown Burlington**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.7. Communication: Pete Kranz, re: Downtown Burlington

Subject **7.8. Communication: Guy Leroux, re: Renaming a street downtown Burlington Vermont**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Communication
Action (Consent)

Recommended Action waive the reading and place the communication on file

7.8. Communication: Guy Leroux, re: Renaming a street downtown Burlington Vermont

Subject **7.9. Communication: Robin Lloyd and Jim Geier, re: 7/14 City Council Public Forum Comments**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.9. Communication: Robin Lloyd and Jim Geier, re: 7/14 City Council Public Forum Comments

Subject 7.10. Communication: Charlotte Safran, re: Open letter regarding the Office of REIB

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.10. Communication: Charlotte Safran, re: Open letter regarding the Office of REIB

Subject 7.11. Communication: Kim Y. Swain, re: Graffiti

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.11. Communication: Kim Y. Swain, re: Graffiti

Subject 7.12. Communication: Maxwell Tracy, re: Open letter regarding the REIB Office

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Communication
Action (Consent)

Recommended Action waive the reading and place the communication on file

7.12. Communication: Maxwell Tracy, re: Open letter regarding the REIB Office

Subject 7.13. Communication: Emiliano Void, re: REIB Office

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.13. Communication: Emiliano Void, re: REIB Office

Subject 7.14. Communication: Michelle Wallace, re: Abenaki sculpture

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.14. Communication: Michelle Wallace, re: Abenaki sculpture

Subject 7.15. Moduly Residential Battery Storage Pilot Program - BED

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)

Recommended Action to approve and authorize the General Manager of the Burlington Electric
Department or their designee to file necessary documents with the Vermont Public

Utility Commission to enable the 18-month Moduly battery residential pilot program as proposed

7.15. Moduly Residential Battery Storage Pilot Program - BED

Subject	7.16. Impact Fee Request for \$200,000 towards Library Preservation Project for the 1904 building (Preservation Project) - Library
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	7. Consent Agenda
Department	Fletcher Free Library
Type	Action (Consent)
Recommended Action	1. To approve and authorize the use of Impact Fees in the amount not to exceed \$200,000 from the Friends of the Fletcher Free Library in support of the FFL Preservation Project at 235 College Street. 2. To approve and 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 of 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.

7.16. Impact Fee Request for \$200,000 towards **Library Preservation Project for the 1904 building (Preservation Project) - Library**

Subject	7.17. FY25 Vehicle Purchase Recommendation - Fleet Committee **NOW AGENDA ITEM 8.5.**
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	7. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	1. To 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 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 judgment 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 vehicle/equipment through any of various online public auctions; by trade-in where vehicle/equipment is being purchase; 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.

7.17. FY25 Vehicle Purchase Recommendation - Fleet Committee **NOW AGENDA ITEM 8.5.**

Subject 7.18. Security Services for City Hall - HR

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Human Resources

Type Action (Consent)

Recommended Action to approve the exercise of 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

7.18. Security Services for City Hall - HR

Subject 7.19. Water Resources Water Personnel Reorganization - Various - DPW/Water Resources

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent)

Recommended Action 1. To approve the:
☐ 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 authorize the Chief Administrative Officer to approve budget neutral amendments to the FY26 Water budget 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.

7.19. Water Resources Water Personnel Reorganization - Various - DPW/Water Resources

**Subject 7.20. Approval to accept Planning Grant Continuum of Care VT-501 & permanent Supportive Housing Grant Agreements in SFY26 (FFY24) - CEDO
VT0030L1T012415 - \$718,964 New Horizons Renewal, September 1, 2025
VT0117L1T012400 - \$57,790 CoC Planning Grant VT-501, December 1, 2025**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action move to approve the acceptance of two U.S. Dept. of Housing and Urban Development Continuum of Care FFY24 grants (VT0030L1T012415 and VT0117L1T0123400) to begin in SFY26 and authorize the Director of CEDO to execute all contracts and documents necessary to accept the total funding of \$776,754 from HUD, subject to the review and approval of the City Attorney's Office

7.20. Approval to accept Planning Grant Continuum of Care VT-501 & permanent Supportive Housing Grant Agreements in SFY26 (FFY24) - CEDO
VT0030L1T012415 - \$718,964 New Horizons Renewal, September 1, 2025
VT0117L1T012400 - \$57,790 CoC Planning Grant VT-501, December 1, 2025

Subject 7.21. Board of Assessors Commission Report

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

7.21. Board of Assessors Commission Report

Subject 7.22. Annual Report of the Design Advisory Board Fiscal Year 2025: July 1, 2024 - June 30, 2025

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

7.22. Annual Report of the Design Advisory Board Fiscal Year 2025: July 1, 2024 - June 30, 2025

Subject 7.23. FY2025 Annual Report - Board for Registration of Voters

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

7.23. FY2025 Annual Report - Board for Registration of Voters

Subject 7.24. FIO Documents

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

7.24. FIO Documents

Subject 7.25. Resolution: Authorization For Public Improvement Bonds For Fiscal Year 2026 (Board of Finance)

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM,
Contois Auditorium, 2nd Floor, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Resolution

Recommended Action to waive the reading and approve the proposed resolution providing authorization
of improvement bonds for FY26

7.25. Resolution: Authorization For Public Improvement Bonds For Fiscal Year 2026 (Board of Finance)

8. Deliberative Agenda

8. Deliberative Agenda

Subject **8.1. Ordinance: Gross Receipts Tax (Traverse)(20 mins.)**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 8. Deliberative Agenda

Department City Attorney

Type Action
Ordinance - Second Reading

Recommended Action to waive and approve the second reading of the proposed gross receipts tax ordinance

8.1. Ordinance: Gross Receipts Tax (Traverse)(20 mins.)
Motion made by Councilor Bergman, seconded by Councilor Litwin, to waive and approve the second reading of the proposed gross receipts tax ordinance.
Roll Call Vote:
Ayes: Acting City Council President Barlow, Councilors Bergman, Broderick, Carpenter, Grant, Kane, Litwin, Neubieser, Schachter and Singh
Nay: Councilor McKnight
Absent: City Council President Traverse

Motion passed 10:1:1.

Subject **8.2. Resolution: Requesting Mayor Emma Mulvaney-Stanak To Join Mayors For Peace (Councilor Bergman)(15 mins.)**

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 8. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.2. Resolution: Requesting Mayor Emma Mulvaney-Stanak To Join Mayors For Peace (Councilor Bergman)(15 mins.)
Motion made by Councilor Bergman, seconded by Councilor Broderick, to waive the reading and adopt the resolution.
Councilor Shachter offered the following amendments that were considered friendly to both Councilor Bergman and Broderick:
Additional whereas clause:
WHEREAS, the City of Burlington has been a member of Mayors for Peace since 1986;
Updated resolved clause:
NOW THEREFORE, BE IT RESOLVED that the Burlington City Council approve and support the city's continued membership in Mayors for Peace, and requests the Mayor to implement the duties required of membership not at the expense of but alongside our work to address the many pressing needs of our city, and work with the community to promote peace in Burlington.

Roll Call Vote:
Ayes: Acting City Council President Barlow, Councilors Bergman, Broderick, Carpenter, Grant, Kane, Neubieser and Schachter

Nays: Councilors Litwin, McKnight and Singh
Absent: City Council President Traverse

Motion passed 8:3:1.

Councilor Neubieser left at 9:43 pm. Now on ZOOM.

Subject	8.3. Resolution: 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)(Councilor Carpenter)(25 mins.) **INFORMATION**
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	8. Deliberative Agenda
Department	Human Resources
Type	Information

8.3. Resolution: 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)(Councilor Carpenter)(25 mins.) ****INFORMATION****

Mayor Mulvaney-Stanak and Interim HR Director Reagan spoke to this agenda item.
The vote for this agenda item will occur at the August 25, 2025 Regular City Council Meeting.

Subject	8.4. To authorize the City of Burlington and the Patrick Leahy Burlington International Airport to increase rates associated with Transportation Network Companies - Airport (15 mins.)
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	8. Deliberative Agenda
Department	Airport
Type	Action
Recommended Action	to authorize the City of Burlington staff to raise the Transportation Network Company (TNC) fee to \$0.50 for each ride originating and ending within the City limits

8.4. To authorize the City of Burlington and the Patrick Leahy Burlington International Airport to increase rates associated with Transportation Network Companies - Airport (15 mins.)

Aviation Director Longo spoke to this agenda item.

Motion made by Councilor Bergman, seconded by Councilor Singh, to approve the motion as presented. Motion passed unanimously.

Subject	8.5. FY25 Vehicle Purchase Recommendation - Fleet Committee **WAS CONSENT AGENDA ITEM 7.17.**
Meeting	August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor
Category	8. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action 1. To 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 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 judgment 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 vehicle/equipment through any of various online public auctions; by trade-in where vehicle/equipment is being purchase; 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.

8.5. FY25 Vehicle Purchase Recommendation - Fleet Committee ****WAS CONSENT AGENDA ITEM 7.17.****

Chapin Spencer and Lee Perry spoke to this agenda item.

Motion made by Councilor Bergman, seconded by Councilor Schachter, to approve the motion as presented.

Roll Call Vote:

Ayes: Acting City Council President Barlow, Councilors Bergman, Carpenter, Grant, Kane, Litwin, Schachter and Singh

Nays: Councilors Broderick, McKnight and Neubieser

Absent: City Council President Traverse

Motion passed 8:3:1.

COS Jacobsen left at 10:17 pm.

9. Committee Reports

9. Committee Reports

Subject 9.1. Verbal reports

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 9. Committee Reports

Department Council and Board

Type Information

9.1. Verbal reports

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

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

Subject 10.1. Verbal reports

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

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

Department Council and Board

Type Information

10.1. Verbal reports
None.

11. Adjournment

11. Adjournment

Subject 11.1. Motion to adjourn

Meeting August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 11. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

11.1. Motion to adjourn

Acting City Council President Barlow adjourned the meeting at 10:26 pm.

12. Informational and Non-Discrimination Statements

12. Informational and Non-Discrimination Statements

Subject 12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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 August 4, 2025 - Regular City Council Meeting - Monday, August 4, 2025, 6:00 PM, Contois Auditorium, 2nd Floor, 2nd Floor

Category 12. Informational and Non-Discrimination Statements

Department Council and Board

Type Information

12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON CITY COUNCIL WITH MAYOR PRESIDING
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
August 25, 2025**

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 8:01 pm.

Members present: Mayor Mulvaney-Stanak, Councilors Barlow, Broderick, Grant, Neubieser, Schachter, Singh and City Council President Traverse (all in person): Councilors Carpenter, Kane, Litwin and McKnight (all online)

Member absent: Councilor Bergman

Others present: COS Jacobsen, CAO Schad, City Attorney Brown and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adopt agenda
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1.1. Motion to adopt agenda

Motion made by City Council President Traverse, seconded by Councilor Barlow, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Motion made by City Council President Traverse, seconded by Councilor Grant, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. Openings Burlington City Commissions/Boards - CT

Meeting August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. 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

2.2. Openings Burlington City Commissions/Boards - CT

3. 2025 Board and Commission Appointments

3. 2025 Board and Commission Appointments

Subject 3.1. Development Review Board-alternate: Term Expires 6/30/28

Meeting August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.1. Development Review Board-alternate: Term Expires 6/30/28

Councilor Grant nominated Chase Taylor.

Roll call vote: Ayes: Councilors Barlow, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak; Absent: Councilor Bergman-12:1

Chase Taylor was appointed to the DRB as an alternate member, term expiring **2027**.

Subject 3.2. Electric Light Commission: Term Expires 6/30/27

Meeting August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.2. Electric Light Commission: Term Expires 6/30/27

Councilor Neubieser nominated Ali Kenney.

Roll call vote: Ayes: Councilor Barlow, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak; Absent: Councilor Bergman - 12:1

Ali Kenney was appointed to the Electric Light Commission, term expiring 06/30/27.

Subject 3.3. Board for Registration of Voters: Term Expires 6/30/27

Meeting August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.3. Board for Registration of Voters: Term Expires 6/30/27

Councilor Grant nominated Bruce Wilson.

Roll call vote: Ayes: Councilors Broderick, Grant, Kane and Neubieser; Nays: Councilor Litwin; Abstentions: Councilors Barlow, Carpenter, McKnight, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak; Absent: Councilor Bergman - 7:4:1:1 - motion fails -

Councilor Carpenter nominated Janet Stambolian.

Roll call vote: Ayes: Councilors Barlow, Carpenter, Litwin, McKnight, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak; Abstentions: Councilors Broderick, Grant, Kane and Neubieser; Absent: Councilor Bergman - 8:4:1 - motion passes

Janet Stambolian was appointed to the Board for Registration of Voters, term expiring 06/30/27.

Subject 3.4. Vehicle for Hire Licensing Board: Term Expires 6/30/28

Meeting August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

3.4. Vehicle for Hire Licensing Board: Term Expires 6/30/28

Councilor Barlow nominated Yacine Ait Aissa.

Roll call vote: Ayes: Councilors Barlow, Broderick, Carpenter, Grant, Kane, Litiwn, McKnight, Neubieser, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak; Absent: Councilor Bergman

Yacine Ait Aissa was appointed to the Vehicle for Hire Licensing Board, term expiring 06/30/28.

4. Adjournment

4. Adjournment

Subject	4.1. Motion to adjourn
Meeting	August 25, 2025 - City Council With Mayor Presiding Meeting - Monday, August 25, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
4.1. Motion to adjourn	
Mayor Mulvaney-Stanak adjourned the meeting at 8:13 pm.	

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. First Class Liquor License Renewal and Outside Consumption Permit Renewal (2025-2026): Folino's Pizza

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First Class Liquor License Renewal and Outside Consumption Permit Renewal for Folino's Pizza with all standard conditions

2.2. First Class Liquor License Renewal and Outside Consumption Permit Renewal (2025-2026): Folino's Pizza

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. First, Second and Third Class Liquor License Applications (2025-2026): Jitters Cafe & Lounge, 130 Bank Street, Suite 110

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First, Second and Third Class Liquor License Applications for Jitters Cafe & Lounge, 130 Bank Street, Suite 110 with the following conditions: all City Permits need to be closed out, contingent upon Fire Marshal approval and with all standard conditions

3.1. First, Second and Third Class Liquor License Applications (2025-2026): Jitters Cafe & Lounge, 130 Bank Street, Suite 110

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 3.2. Outside Consumption Permit Application (2025-2026): Jitters Cafe & Lounge, 130 Bank Street, Suite 110

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outside Consumption Permit Application for Jitters Cafe & Lounge, 130 Bank Street, Suite 110 with the following condition: all City Permits need to be closed out

3.2. Outside Consumption Permit Application (2025-2026): Jitters Cafe & Lounge, 130 Bank Street, Suite 110

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 3.3. First Class Liquor License Application (2025-2026): La di da Pizza, 294 North Winooski Avenue, Suite 112C

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First Class Liquor License Application for La di da Pizza, 294 North Winooski Avenue, Suite 112C with the following conditions: contingent upon Fire Marshal approval and with all standard conditions

3.3. First Class Liquor License Application (2025-2026): La di da Pizza, 294 North Winooski Avenue, Suite 112C

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 3.4. First and Third Class Liquor License Applications (2025-2026): The Wise Fool, 260 North Street

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First and Third Class Liquor License Applications for The Wise Fool, 260 North Street with all standard conditions

3.4. First and Third Class Liquor License Applications (2025-2026): The Wise Fool, 260 North Street

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

Subject **3.5. First and Third Class Liquor License Applications (2025-2026): Counter Culture, 168 Archibald Street**

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First and Third Class Liquor License Applications for Counter Culture, 168 Archibald Street with the following conditions: contingent upon Fire Marshal approval and with all standard conditions

3.5. First and Third Class Liquor License Applications (2025-2026): Counter Culture, 168 Archibald Street
Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

Subject **3.6. Outside Consumption Permit Application (2025-2026): Counter Culture, 168 Archibald Street**

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outside Consumption Permit Application for Counter Culture, 168 Archibald Street

3.6. Outside Consumption Permit Application (2025-2026): Counter Culture, 168 Archibald Street
Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject **4.1. Motion to adjourn**

Meeting August 25, 2025 - Local Control Commission Meeting - Monday, August 25, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Adjournment

Department Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:18 pm.

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

2.1. Verbal Comments

BTV residents (in person):

Debra Roseman: City Hall Park, etc.
 Ali Jalil: state of downtown
 Pat Lavin: public safety
 Scott Lowe: safe and accessible City Hall Park
 Cheri Campbell: City Hall Park
 Sam Bliss: City Hall Park
 Ed Baker: OPC
 Adam Franz: City Hall Park
 David Maher: City Hall Park
 Lawrence Saveali: City Hall Park
 Ajou Malhoma: safety
 Trevor Smolen: City Hall Park
 Charles Messing: sidewalks/bus/city hall park
 Bella Fearn: City Hall Park-amendment to line 58
 Ryan Nick: City Hall Park
 John Hiu: lake street motorcycle noise
 Lee Morrigan: City Hall Park
 Mathew Viens: City Hall Park
 Faried: City Hall Park
 Carol Livingston: Downtown Resolution
 Will Keeton: homelessness policing
 Sharyl Green: City Hall Park

BTV residents (online):

Andrea Viets: seniors
 Julie Macuga: Cit Hall Park
 Leif Traranta: City Hall Park
 Maddy Posig: City Hall Park
 Representative Brian Cina: City Hall Park

Non-BTV residents (in person):

John Egan: City Hall Park
 Jed Davis: working together
 Kathy Fox: reduction in force layoffs
 Leslie Wells: City Hall Park
 Brian Clifford: City Hall Park
 Austin Davis: City Hall Park Resolution
 Kathleen Voight Walsh: Safe and Accessible City Hall Park
 Su Ughetti: Safety of City Hall Park

3. Consent Agenda

3. Consent Agenda

Motion made by Councilor Barlow, seconded by Councilor Schachter, to adopt the consent agenda as amended and presented and take the actions indicated. Motion passed unanimously.

Subject	3.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
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Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated

3.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject 3.2. Accountability List - CT

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 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

3.2. Accountability List - CT

Subject 3.3. 169 Church Street - Encumbrance Permit Application - Outdoor seating area - DPW

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the Encumbrance Application for Thai Taste Cafe. d/b/a East West Cafe at 169 Lower Church Street requesting use of the sidewalk and the Right-of-Way and to authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right-of-way outlined in the Application, subject to review by the City Attorney's Office

3.3. 169 Church Street - Encumbrance Permit Application - Outdoor seating area - DPW

Subject 3.4. 131 Main Street - Encumbrance Application - Outdoor Seating - DPW

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the Encumbrance Application for the Gryphon, LLC, for the installation of an outdoor seating at 131 Main Street and authorize the Mayor to execute a License Agreement—approved by the City Attorney’s Office—on behalf of the City of Burlington for a term commencing on the date of execution and terminating on October 15, 2025

3.4. 131 Main Street - Encumbrance Application - Outdoor Seating - DPW

Subject 3.5. Stage 1 Wastewater Treatment Plant Improvements - Construction Manager at Risk (CMAR) Update - DPW/Water Resources

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent)

Recommended Action to accept the communication

3.5. Stage 1 Wastewater Treatment Plant Improvements - Construction Manager at Risk (CMAR) Update - DPW/Water Resources

Subject 3.6. Special Event Outdoor Entertainment Permit Application (three days only): High Desert Light & Sound, September 5 - 7, 2025, 5 pm - 10 pm, placed on the,lawn opposite the entrance of 345 Pine Street

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer’s Office

Type Action (Consent)

Recommended Action approve the three day only special event outdoor entertainment permit application for High Desert Light & Sound, September 5 -7, 2025, 5 pm - 10 pm, placed on the lawn opposite the entrance of 345 Pine Street

3.6. Special Event Outdoor Entertainment Permit Application (three days only): High Desert Light & Sound, September 5 - 7, 2025, 5 pm - 10 pm, placed on the,lawn opposite the entrance of 345 Pine Street

Subject **3.7. Special Event Indoor and Outdoor Entertainment Permit Application (three days only): SEABA, September 5 - 7, 2025, various times and locations**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the three day only special event indoor and outdoor entertainment permit application for SEABA, September 5 - 7, 2025, various times and locations

3.7. Special Event Indoor and Outdoor Entertainment Permit Application (three days only): SEABA, September 5 - 7, 2025, various times and locations

Subject **3.8. Special Event Outdoor Entertainment Permit Application (one day only): Genesis Vermont, October 3, 2025, 5 pm - 10 pm, 420 Pine Street**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the one day only special event outdoor entertainment permit application for Genesis Vermont, October 3, 2025, 5 pm - 10 pm, 420 Pine Street, contingent upon Fire Marshal approval

3.8. Special Event Outdoor Entertainment Permit Application (one day only): Genesis Vermont, October 3, 2025, 5 pm - 10 pm, 420 Pine Street

Subject **3.9. Communication: John Hughes, re: Burlington Downtown**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.9. Communication: John Hughes, re: Burlington Downtown

Subject **3.10. Communication: Sharon Cross, re: Shopping in Burlington**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.10. Communication: Sharon Cross, re: Shopping in Burlington

Subject **3.11. Communication: Erhard Mahnke, re: Dismayed by unilateral Council action on Food not Bombs/Food not Cops**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.11. Communication: Erhard Mahnke, re: Dismayed by unilateral Council action on Food not Bombs/Food not Cops

Subject **3.12. Communication: Matt Kobzik, re: CSWD Alternate Resignation**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading, accept the communication, place it on file and advertise the vacancy in Seven Days

3.12. Communication: Matt Kobzik, re: CSWD Alternate Resignation

Subject **3.13. Communication: Michelle Bookless, re: open letter regarding REIB Office**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Communication
Action (Consent)

Recommended Action waive the reading and place the communication on file

3.13. Communication: Michelle Bookless, re: open letter regarding REIB Office

Subject 3.14. Communication: Rooney Castle, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.14. Communication: Rooney Castle, re: open letter regarding REIB Office

Subject 3.15. Communication: Dr. Emma Kouri, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.15. Communication: Dr. Emma Kouri, re: open letter regarding REIB Office

Subject 3.16. Communication: Ethan Thompson, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.16. Communication: Ethan Thompson, re: open letter regarding REIB Office

Subject 3.17. Communication: Max Tracy, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.17. Communication: Max Tracy, re: open letter regarding REIB Office

Subject 3.18. Communication: Charlotte Safran, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.18. Communication: Charlotte Safran, re: open letter regarding REIB Office

Subject 3.19. Communication: Emiliano Void, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.19. Communication: Emiliano Void, re: open letter regarding REIB Office

Subject 3.20. Communication: Liz Clements, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.20. Communication: Liz Clements, re: open letter regarding REIB Office

Subject 3.21. Communication: Sara Chesbrough, re: open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.21. Communication: Sara Chesbrough, re: open letter regarding REIB Office

Subject 3.22. Communication: Jory Hearst, re; open letter regarding REIB Office

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.22. Communication: Jory Hearst, re; open letter regarding REIB Office

Subject **3.23. Communication: Penelope Wall, re: open letter regarding REIB Office**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.23. Communication: Penelope Wall, re: open letter regarding REIB Office

Subject **3.24. Communication: Gannon, re: open letter regarding REIB Office**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.24. Communication: Gannon, re: open letter regarding REIB Office

Subject **3.25. Communication: Katie Franger, re: Comments on UBER Technologies, Inc. re: City Fees**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.25. Communication: Katie Franger, re: Comments on UBER Technologies, Inc. re: City Fees

Subject **3.26. Communication: Mimi Buttenheim, President, Mad River Distillers, re: Downtown Burlington**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

3.26. Communication: Mimi Bутtenheim, President, Mad River Distillers, re: Downtown Burlington

Subject 3.27. 2025 Sponsorship Report for City of Burlington - Vermont City Marathon & Relay

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

3.27. 2025 Sponsorship Report for City of Burlington - Vermont City Marathon & Relay

Subject 3.28. FIO Documents

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

3.28. FIO Documents

Subject 3.29. Resolution: 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 (Board of Finance)

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent) Resolution

Recommended Action to 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%

3.29. Resolution: 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 (Board of Finance)

Subject 3.30. Resolution: Authorization For Up To \$518,600 Step II Loan From Vermont Clean Water State Revolving Fund, For An Engineering Contract With Wright Pierce For Up To \$70,000 And For An Amended Engineering Contract With Stantec For An Additional Amount Up To \$50,000 For The Upsized Sewer On Cherry Street Project (Board of Finance)

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent) Resolution

Recommended Action to waive the reading and 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

3.30. Resolution: Authorization For Up To \$518,600 Step II Loan From Vermont Clean Water State Revolving Fund, For An Engineering Contract With Wright Pierce For Up To \$70,000 And For An Amended Engineering Contract With Stantec For An Additional Amount Up To \$50,000 For The Upsized Sewer On Cherry Street Project (Board of Finance)

Subject 3.31. Communication: Kathy Fox, re: (May 2025) Reduction in force layoffs

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Recommended Action waive the reading and place the communication on file

3.31. Communication: Kathy Fox, re: (May 2025) Reduction in force layoffs

4. Deliberative Agenda

4. Deliberative Agenda

Subject **4.1. Resolution: Welcoming President Marlene Tromp, Re-affirming Our Outstanding Partnership With The University Of Vermont, And Acknowledging Our Shared Commitment To Affordable, Safe And High-Quality Housing For Students (Councilors Schachter, Broderick, McKnight, Neubieser and Singh)(25 mins.)**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Council and Board

Type Action
 Resolution

Recommended Action waive the reading and adopt the resolution

4.1. Resolution: Welcoming President Marlene Tromp, Re-affirming Our Outstanding Partnership With The University Of Vermont, And Acknowledging Our Shared Commitment To Affordable, Safe And High-Quality Housing For Students (Councilors Schachter, Broderick, McKnight, Neubieser and Singh)(25 mins.)

Motion made by Councilor Schachter, seconded by Councilor Broderick, to waive the reading and adopt the resolution>

Councilor Grant proposed an amendment to line35, remove East End and insert neighborhoods, seconded by Councilor Litwin.

Friendly amendment to Councilors Schachter and Broderick,

Motion passed unanimously.

Subject **4.2. Resolution: Act 250 Jurisdiction Tier 1B Status (Councilor Traverse)(15 mins.)**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Planning

Type Action
 Resolution

Recommended Action waive the reading and adopt the resolution

4.2. Resolution: Act 250 Jurisdiction Tier 1B Status (Councilor Traverse)(15 mins.)

Kate McCarthy and Charlie Baker (both from CCRPC) and Planning Director Dillard spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Broderick, to waive the reading and adopt the resolution.

Motion passed unanimously.

Subject **4.3. Resolution: 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)(Board of Finance)(20 mins.)**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Human Resources

Type Resolution
Action

Recommended Action waive the reading and adopt the resolution

4.3. Resolution: 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)(Board of Finance)(20 mins.)

Interim Human Resources Director Reagan spoke to this agenda item.

Motion made by Councilor Grant, seconded by Councilor Barlow, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **4.4. Ordinance: Establishing City Circle BCO Chapter 1, Section 10 (Office of the City Attorney, Ordinance Committee)(20 mins.)**

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department City Attorney

Type Action
Ordinance - Second Reading

Recommended Action waive the reading and adopt the ordinance

4.4. Ordinance: Establishing City Circle BCO Chapter 1, Section 10 (Office of the City Attorney, Ordinance Committee)(20 mins.)

City Attorney Brown spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Singh, to waive the second reading and adopt the ordinance.

Motion passed unanimously.

Subject	4.5. Resolution: A Safe And Accessible City Hall Park (Councilor Traverse)(25 mins.)
Meeting	August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Deliberative Agenda
Department	Council and Board
Type	Action Resolution

Recommended Action waive the reading and adopt the resolution

4.5. Resolution: A Safe And Accessible City Hall Park (Councilor Traverse)(25 mins.)

City Council President Traverse passed the gavel to Councilor Barlow so that he could speak to this agenda item.

Motion made by Councilor Traverse, seconded by Councilor Singh, to waive the reading and adopt the resolution.

Roll call vote: Ayes: Acting City Council President Barlow, Councilors Broderick Carpenter, Kane, Litwin, McKnight, Neubieser, Schachter, Singh and Traverse

Nays: Councilors Broderick and Grant

Absent: Councilor Bergman

9:2:1: motion passed.

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

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

Subject	5.1. Verbal reports
Meeting	August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

5.1. Verbal reports

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

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

Subject	6.1. Verbal reports
Meeting	August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. City Council President - Council Updates (up to 5 mins.)

Department Council and Board

Type Information

6.1. Verbal reports

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

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

Subject 7.1. Verbal reports

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Department Council and Board

Type Information

7.1. Verbal reports

8. Committee Reports

8. Committee Reports

Subject 8.1. Verbal reports

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Committee Reports

Department Council and Board

Type Information

8.1. Verbal reports

9. Adjournment

9. Adjournment

Subject 9.1. Motion to adjourn

Meeting August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 9. Adjournment

Department Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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9.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 10:00 pm.

10. Informational and Non-Discrimination Statements

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, Council and Licensing 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	August 25, 2025 - Regular City Council Meeting - Monday, August 25, 2025, 6:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
September 8, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 7:27 pm.

Members present: City Council President Traverse, Commissioners Barlow, Bergman, Broderick, Carpenter, Kane, Litwin, McKnight, Neubieser, Schachter, Singh and Mayor Mulvaney-Stanak (all in person);
Commissioner Grant (online)

Others present: COS Jacobsen, City Attorney Brown and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	September 8, 2025 - Local Control Commission Meeting - Monday, September 8, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adopt agenda
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1.1. Motion to adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Carpenter, to adopt the agenda as presented. Motion passed unanimously.

2. Deliberative Agenda

2. Deliberative Agenda

Subject	2.1. First and Third Class Liquor License Applications (2025-2026): Doma Bar, 388 Pine Street, Suite 2
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Meeting	September 8, 2025 - Local Control Commission Meeting - Monday, September 8, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Deliberative Agenda
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Department	Clerk/Treasurer's Office
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Type	Action
Recommended Action	approve the 2025-2026 First and Third Class Liquor License Applications for Doma Bar, 388 Pine Street, Suite 2 with the following conditions: contingent upon Fire Marshal approval and with all standard conditions
2.1. First and Third Class Liquor License Applications (2025-2026): Doma Bar, 388 Pine Street, Suite 2 Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	2.2. Outside Consumption Permit Application (2025-2026): AC Hotel, 130 Bank Street
Meeting	September 8, 2025 - Local Control Commission Meeting - Monday, September 8, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 Outside Consumption Permit Application for AC Hotel, 130 Bank Street
2.2. Outside Consumption Permit Application (2025-2026): AC Hotel, 130 Bank Street AC Hotel Manager Cat Stevens spoke to this agenda item. Opening date: September 18th. Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously,	

3. Adjournment

3. Adjournment

Subject	3.1. Motion to adjourn
Meeting	September 8, 2025 - Local Control Commission Meeting - Monday, September 8, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
3.1. Motion to adjourn City Council President Traverse adjourned the meeting at 7:31 pm.	

Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
Category	2. Executive Session (30 mins.)
Department	Mayor's Office
Type	Action Procedural
Recommended Action	Move to make a specific finding that premature general public knowledge regarding the proposed terms of a collective bargaining agreement with the Burlington Firefighters' Association would clearly place the City at a substantial disadvantage; and Based upon that finding, move to enter executive session pursuant to 1 VSA 313(a)(1)(B) to discuss a labor relations agreement and to include in such session members of the BFFA, and members of the City's negotiation team from the Department of Finance and Administration, the Fire Department, the Mayor's Office, and the City Attorney's Office with outside counsel.
2.1. Executive Session Regarding 2025-2028 Collective Bargaining Agreement with the Burlington Firefighters' Association	

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

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

City Council President Traverse opened the Public Forum at 6:36 pm.

City Council President Traverse closed the Public Forum at 7:05 pm.

Subject	3.1. Verbal Comments
Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
Category	3. 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

3.1. Verbal Comments

BTV residents (in person):

Sherri Wormser: Lease/TSA/ICE/BVT

Bernie Carver: Overdose Prevention Center

Sam Donnelly: Supporting the BTV Clean Up Crew

Stephen Marshall: "Last Chance"

Bruce Wilson: Graffiti

Charlie Messing: New Bus Schedule (to Main Street)

David Maher: Public Safety

Pike Porter: TSA Lease, BED Audit

BTV residents (online):

Ryan Hagen: McNeil is not net zero

Robert Bristow Johnson: comment on Public Nudity Ordinance

Sharon Bushor: Overdose Prevention Center/Public Utility Citations

Non BTV residents (online)

Keren Sita: did not speak

Kelly Devine: Appreciation For City Hall Park Resolution

4. Mayor - General City Affairs (up to 10 mins.)

4. Mayor - General City Affairs (up to 10 mins.)**Subject 4.1. Verbal reports**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Mayor - General City Affairs (up to 10 mins.)

Department Council and Board

Type Information

4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Motion made by Councilor Schachter, seconded by Councilor Singh, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject 5.1. Motion to adopt the consent agenda and take the actions indicated

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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 indicated

5.1. Motion to adopt the consent agenda and take the actions indicated

Subject 5.2. Accountability List - CT

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.2. Accountability List - CT

Subject 5.3. Reclassification of the position: Deputy Director of Aviation - Business and Strategic Development (Previously the Deputy Director of Aviation Administration) - Airport

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action to authorize the reclassification of the position of 'Deputy Director of Aviation - Business and Strategic Development' to a grade 27

5.3. Reclassification of the position: Deputy Director of Aviation - Business and Strategic Development (Previously the Deputy Director of Aviation Administration) - Airport

Subject 5.4. 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 September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action to 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

5.4. 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

Subject 5.5. Request to execute a lease agreement with the General Services Administration (GSA) for Transportation Security Administration (TSA) office space - Airport **AGENDA ITEM REMOVED**

Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	to 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

5.5. Request to execute a lease agreement with the General Services Administration (GSA) for Transportation Security Administration (TSA) office space - Airport ****AGENDA ITEM REMOVED****

Subject	5.6. City Hall BCA Campus Third Floor HVAC Project - BPRW
Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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 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

5.6. City Hall BCA Campus Third Floor HVAC Project - BPRW

Subject	5.7. Reclassification of one (1) existing position within Parks, Recreation & Waterfront - BPRW
Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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 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

5.7. Reclassification of one (1) existing position within Parks, Recreation & Waterfront - BPRW

Subject **5.8. Waterfront Tax Increment Financing (TIF) District Audits — Authorization for State Education Fund Payment - CT**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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 to 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

5.8. Waterfront Tax Increment Financing (TIF) District Audits — Authorization for State Education Fund Payment - CT

Subject **5.9. Authorization to Execute Stormwater Agreements for "Three - Acre" Permit Incorporation into the City's MS-4 Permit - DPW/Water Resources**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent)

Recommended Action to authorize the Mayor or her designee to execute the stormwater agreements herein that have been signed by the respective associations, subject to the final review and approval of the City Attorney

5.9. Authorization to Execute Stormwater Agreements for "Three - Acre" Permit Incorporation into the City's MS-4 Permit - DPW/Water Resources

Subject **5.10. Communication: Jaeger Nedde, Nedde Real Estate, re: Burlington is almost dead, this is our last chance**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.10. Communication: Jaeger Nedde, Nedde Real Estate, re: Burlington is almost dead, this is our last chance

Subject 5.11. Communications: Pike Porter, re: City Council agenda inclusion attached

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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 readings and place the communications on file

5.11. Communications: Pike Porter, re: City Council agenda inclusion attached

Subject 5.12. Let Love Make Us Brave - King Street Center

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.12. Let Love Make Us Brave - King Street Center

Subject 5.13. Communication: Michele Ambrosino, re: Burlington is in Crisis – We Need Immediate, Decisive Leadership

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.13. Communication: Michele Ambrosino, re: Burlington is in Crisis — We Need Immediate, Decisive Leadership

Subject **5.14. Communication: Shayne Lynn, re: Take Immediate Action to Save Burlington**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.14. Communication: Shayne Lynn, re: Take Immediate Action to Save Burlington

Subject **5.15. Communication: Owiso Makuku, re: Take Immediate Action to Save Burlington**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.15. Communication: Owiso Makuku, re: Take Immediate Action to Save Burlington

Subject **5.16. Communication: Cindy Chittenden, Hilton Garden Inn, re: Downtown Burlington**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.16. Communication: Cindy Chittenden, Hilton Garden Inn, re: Downtown Burlington

Subject **5.17. Communication: Bill Moore, re: Dinner at Pascolo**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.17. Communication: Bill Moore, re: Dinner at Pascolo

Subject **5.18. Communication: George Aprea, re: US Constitution**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.18. Communication: George Aprea, re: US Constitution

Subject **5.19. Communication: Maea Brandt, re: Please take action to clear Burlington's downtown of illegal drug activity and occupation in public spaces**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.19. Communication: Maea Brandt, re: Please take action to clear Burlington's downtown of illegal drug activity and occupation in public spaces

Subject **5.20. Communication: Craig Rosenbaum, re: Is this what the city of Burlington wants to portray**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.20. Communication: Craig Rosenbaum, re: Is this what the city of Burlington wants to portray

Subject 5.21. Communication: Stacy Hudgens, re: Please Help Burlington

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.21. Communication: Stacy Hudgens, re: Please Help Burlington

Subject 5.22. Communication: John Bossange, re: Commentary on Safety in Burlington

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.22. Communication: John Bossange, re: Commentary on Safety in Burlington

Subject 5.23. FIO Documents

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

5.23. FIO Documents

6. Deliberative Agenda

6. Deliberative Agenda

Subject 6.1. Resolution: Recognizing Vermont Green FC's National Championship Victory And Re-affirming Our Shared Commitment To Environmental Sustainability, Social Equity, And Inclusion (City Council)(15 mins.)

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

6.1. Resolution: Recognizing Vermont Green FC's National Championship Victory And Re-affirming Our Shared Commitment To Environmental Sustainability, Social Equity, And Inclusion (City Council)(15 mins.)

Motion made by Councilor Barlow, seconded by Councilor Broderick, to waive the reading and adopt the resolution. Councilor Barlow read the entire resolution into the record. Motion passed unanimously.

Subject 6.2. Seeking authorization to accept Grant #03420-01613 Overdose Prevention Center (OPC) Pilot Grant Funding from the Vermont Department of Health to develop and implement a fixed-site OPC in Burlington and administer award/s to the qualified and approved OPC Provider - Mayor's Office (30 mins.)

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action **Updated Motion Language:**

A. to authorize (i) the Mayor to execute the grant agreement with the Vermont Department of Health for the Overdose Prevention Center, subject to review and

approval of the City Attorney; (ii) the Chief Administrative Officer to make all such amendments to the approved budget as may be necessary or convenient to accept and expend the grant funds; and (iii) subject to part (B) of this motion, the Mayor or Chief Administrative Officer, and each of them, to take all such further actions and to execute all such further instruments approved as to form by the City Attorney's Office, ~~including a sub-recipient agreement~~, as may be necessary or convenient to implement the transactions contemplated hereby;

B. The foregoing approvals are conditioned on the City Council's understanding that, (i) the City Council retains all land use and zoning authority over the Overdose Prevention Center, as provided in state statute, the City Charter, and the Comprehensive Development Ordinance; and (ii) any sub-recipient agreement shall be subject to City Council approval.

Original Motion Language:

to authorize (i) the Mayor to execute the grant agreement with the Vermont Department of Health for the Overdose Prevention Center, subject to review and approval of the City Attorney; (ii) the Chief Administrative Officer to make all such amendments to the approved budget as may be necessary or convenient to accept and expend the grant funds; and (iii) the Mayor or Chief Administrative Officer, and each of them, to take all such further actions and to execute all such further instruments approved as to form by the City Attorney's Office, including a sub-recipient agreement, as may be necessary or convenient to implement the transactions contemplated hereby

6.2. Seeking authorization to accept Grant #03420-01613 Overdose Prevention Center (OPC) Pilot Grant Funding from the Vermont Department of Health to develop and implement a fixed-site OPC in Burlington and administer award/s to the qualified and approved OPC Provider - Mayor's Office (30 mins.)

Theresa Vezina spoke to this agenda item.

Motion made by Councilor Neubieser, seconded by Councilor Schachter, to approve the motion as amended. Motion passed unanimously.

Subject	6.3. Resolution: Consumer Choice And Disclosure For Fuel Purchases Made With Debit Cards (Councilors Litwin, Singh and Traverse)(10 mins.)
Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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, adopt the resolution taking the requested action of referring the proposal to the Ordinance Committee

6.3. Resolution: Consumer Choice And Disclosure For Fuel Purchases Made With Debit Cards (Councilors Litwin, Singh and Traverse)(10 mins.)

Motion made by Councilor Litwin, seconded by Councilor McKnight, to waive the reading and adopt the amended version of the resolution. Councilor Schachter was not at the table to vote.

Motion passed unanimously.

Subject **6.4. Resolution: Consumer Choice And Disclosure of Parking Terms and Rates in Privately Owned Lots (Councilors Litwin, Singh and Traverse)(10 mins.)**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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, adopt the resolution taking the requested action of referring the proposal to the Ordinance Committee

6.4. Resolution: Consumer Choice And Disclosure of Parking Terms and Rates in Privately Owned Lots (Councilors Litwin, Singh and Traverse)(10 mins.)
Motion made by Councilor Litwin, seconded by Councilor McKnight, to waive the reading and adopt the amended version of the resolution. Motion passed unanimously.

Subject **6.5. Resolution: Funding For The BTV Clean Up Crew Litter Pickup Program (Councilors Neubieser, Traverse, Grant, Carpenter, Schachter, Litwin, Bergman, McKnight)(20 mins.)**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 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

6.5. Resolution: Funding For The BTV Clean Up Crew Litter Pickup Program (Councilors Neubieser, Traverse, Grant, Carpenter, Schachter, Litwin, Bergman, McKnight)(20 mins.)
Kason from the Peace & Justice Center spoke to this agenda item.

Motion made by Councilor Neubieser, seconded by Councilor Broderick, to waive the reading and adopt the resolution. Councilor Kane was not at the table to vote.
Motion passed unanimously.

Subject **6.6. Ordinance: Raising The Mandatory Retirement Age For Class A Employees (Councilors Barlow, Grant and Singh)(15 mins.)**

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Council and Board

Type	Action Ordinance - First Reading
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Recommended Action waive the first reading and refer to Ordinance Committee

6.6. Ordinance: Raising The Mandatory Retirement Age For Class A Employees (Councilors Barlow, Grant and Singh)(15 mins.)

Motion made by Councilor Barlow, seconded by Councilor Grant, to postpone this agenda item to the September 29, 2025 City Council Meeting. Motion passed unanimously.

7. Committee Reports

7. Committee Reports

Subject	7.1. Verbal reports
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Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
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Category	7. Committee Reports
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Department	Council and Board
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Type	Information
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7.1. Verbal reports

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

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

Subject	8.1. Verbal reports
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Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
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Category	8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
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Department	Council and Board
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Type	Information
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8.1. Verbal reports

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

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

Subject	9.1. Verbal reports
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Meeting	September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor
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Category	9. City Council President - Council Updates (up to 5 mins.)
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Department Council and Board

Type Information

9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject 10.1. Motion to adjourn

Meeting September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor

Category 10. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

10.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:57 pm.

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject 11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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 September 8, 2025 - Regular City Council Meeting - Monday, September 8, 2025, 6:00 PM, Contois Auditorium,149 Church Street, 2nd Floor

Category 11. Informational and Non-Discrimination Statements

Department Council and Board

Type Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
September 29, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:10 pm.

Members present: Councilors Barlow, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President (all in person)

Member absent: Councilor Bergman

Others present: CAO Schad, City Attorney Brown, Lori Olberg and Deputy COS Magee

Subject	1.1. Motion to amend/adopt agenda
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to amend/adopt agenda as follows: add to the consent agenda item 5.18. Ward 3 NPA Resolution - Overdose Prevention Center (per Christopher Haessly); add to the consent agenda item 5.19. Front Porch Forum Post September 17th, 2025 Burlington Democrats Antonio Golan, N. Union St, Burlington (per Councilor Grant); add to the deliberative agenda item 6.7. Resolution: Ratification Of Tentative Agreement And Authorization To Execute Collective Bargaining Agreement Between The City Of Burlington And The Burlington Firefighters' Association (July 1, 2025 - June 30, 2028)(Board of Finance)(per City Council President Traverse)
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1.1. Motion to amend/adopt agenda

Motion made by Councilor McKnight, seconded by Councilor Singh, to adopt the agenda as amended and presented. Motion passed unanimously.

2. Executive Session (30 mins.)

2. Executive Session (30 mins.)

City Attorney Brown spoke to this agenda item.

Subject	2.1. Litigation Update - City Attorney's Office
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Executive Session (30 mins.)
Department	City Attorney
Type	Action Procedural
Recommended Action	Motion 1: Move that the Council find that premature general public knowledge of legal advice and information concerning the details of "pending and/or potential" litigation to which the City is a party or has a stated interest would clearly place the City at a substantial disadvantage; Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), in pending and/or potential civil litigation matters, 1 VSA §313(a)(1)(E), including representatives from the Mayor's Office and City Attorney's Office.
2.1. Litigation Update - City Attorney's Office Motion 1: Motion made by Councilor McKnight, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously. Motion 2: Motion made by Councilor McKnight, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously, The City Council went into Executive Session at 6:14 pm. The City Council went out of Executive Session at 6:35 pm.	

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

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

City Council President Traverse opened Public Forum at 6:35 pm.
City Council President Traverse closed Public Forum at 6:48 pm.

Subject	3.1. Verbal Comments
Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. 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

3.1. Verbal Comments

BTV residents (in person):

Lee Toomey: REIB Director Appointment
Brett Yates: not in favor of 6.2
David Call: in favor of 6.2

BTV non residents (in person):

Dr. Roy V. Hill II: in favor of 6.1
Keren Sita: free speech/REIB

4. Mayor - General City Affairs (up to 10 mins.)

4. Mayor - General City Affairs (up to 10 mins.)

Subject	4.1. Verbal reports
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	4. Mayor - General City Affairs (up to 10 mins.)
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Department	Council and Board
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Type	Information
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4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Subject	5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	5. Consent Agenda
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Department	Council and Board
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Type	Action (Consent) Procedural
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Recommended Action	Motion to adopt the consent agenda (as amended) and take the actions indicated
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5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Motion made by Councilor McKnight, seconded by Councilor Grant, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject	5.2. Accountability List - CT
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	5. Consent Agenda
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Department	Clerk/Treasurer's Office
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Type	Action (Consent) Communication Information
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Recommended Action waive the reading, accept the communication and place it on file

5.2. Accountability List - CT

Subject **5.3. Communication: Becca Brown McKnight, re: Fwd: response requested: endorsement of violence**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Council and Board

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

5.3. Communication: Becca Brown McKnight, re: Fwd: response requested: endorsement of violence

Subject **5.4. Communication: Bethany Whitaker, Member, Electric Light Commission, re: Resignation**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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 (already did) and send a letter of appreciation to Bethany Whitaker thanking her for her time served as a Member of the Electric Light Commission

5.4. Communication: Bethany Whitaker, Member, Electric Light Commission, re: Resignation

Subject **5.5. Communication: Leslie Spencer, Member, Conservation Board, re: stepping down from the Conservation Board**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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 (already did) and send a letter of appreciation to Leslie Spencer thanking her for her time served as a Member of the Conservation Board

5.5. Communication: Leslie Spencer, Member, Conservation Board, re: stepping down from the Conservation Board

Subject **5.6. Communication: Andrew Gregg, Member, Winooski Valley Park District, re: Resignation**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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 (already did) and send a letter of appreciation to Andrew Gregg thanking him for his time served as a Member of the Winooski Valley Park District

5.6. Communication: Andrew Gregg, Member, Winooski Valley Park District, re: Resignation

Subject **5.7. Communication: R. Marcus West, re: Narcotics-Mafia In Political Organization, Burlington City, State Of Vermont**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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

5.7. Communication: R. Marcus West, re: Narcotics-Mafia In Political Organization, Burlington City, State Of Vermont

Subject **5.8. Event Permit Application: Fire Prevention Day, October 4, 2025 - City of Burlington Fire Department**

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Fire Department

Type Action (Consent)

Recommended Action approve the event permit application for the City of Burlington Fire Department, Fire Prevention Day, October 4, 2025, 8 am - 3 pm

5.8. Event Permit Application: Fire Prevention Day, October 4, 2025 - City of Burlington Fire Department

Subject 5.9. Court Diversion Grant: #02100-FY26/27-CN - CEDO/CJC

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve the acceptance of the State of Vermont Grant Award #02100-FY26/27-CN, in the amount of \$953,658, which will continue the offering of court diversion and pretrial services being provided by the BCJC to June 30, 2026, subject to final review and approval of the City Attorney, and to authorize the CEDO Director to sign the grant agreement, and to take such further actions or to execute such further instruments as may be necessary or convenient to effectuate the transactions contemplated hereby

5.9. Court Diversion Grant: #02100-FY26/27-CN - CEDO/CJC

Subject 5.10. Balanced and Restorative Justice grant (#03440-29000-26) approval - CEDO/CJC

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action move to approve and authorize the CEDO Director to accept the DCF State Grant #03440-29000-26 in the amount of \$230,450.02 for the period of July1, 2025-June 30, 2026, upon final review and approval of the City Attorney's Office

5.10. Balanced and Restorative Justice grant (#03440-29000-26) approval - CEDO/CJC

Subject 5.11. Department of Corrections Grant: "Safer Communities" (Grant # 03520-1609) - CEDO/CJC

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action move to approve and 1) authorize the CEDO Director to accept and execute a second amendment to State Grant #03520-1609 in the amount of \$864.063.34 for FY26 and FY27 subject to review and approval of the City Attorney 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, and 2) authorize the CAO or their designee to effectuate any budget amendments necessary to reflect the necessary changes to the FY26 budget lines associated with the grant

5.11. Department of Corrections Grant: "Safer Communities" (Grant # 03520-1609) - CEDO/CJC

Subject 5.12. Communication: Program Year 2024 Consolidated Annual Performance & Evaluation Report (CAPER) Submission - CEDO

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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
Information

Recommended Action waive the reading, accept the communication and place it on file

5.12. Communication: Program Year 2024 Consolidated Annual Performance & Evaluation Report (CAPER) Submission - CEDO

Subject 5.13. City staff appointment to the Intervale Center Board - CEDO

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve the appointment of Johanna Schneider, CEDO Small Business Support Specialist, to serve as a member of the Intervale Center Board

5.13. City staff appointment to the Intervale Center Board - CEDO

Subject 5.14. Communication: Bruce Wilson, Arts So Wonderful, re: graffiti removal and 5 Murals

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action to approve the use of \$3,125 from the City Council Initiative Fund for graffiti removal and creating murals at Thorsen Way and authorize CAO to effectuate any budget amendments needed

5.14. Communication: Bruce Wilson, Arts So Wonderful, re: graffiti removal and 5 Murals

Subject 5.15. FIO Documents

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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

5.15. FIO Documents

Subject 5.16. Resolution: Re-Appointment Of Dr. Spencer Blackman To The City Of Burlington's Board Of Medical Examiners (Councilor Carpenter)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Human Resources

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution as presented

5.16. Resolution: Re-Appointment Of Dr. Spencer Blackman To The City Of Burlington's Board Of Medical Examiners (Councilor Carpenter)

Subject 5.17. Resolution: Release Of Certain Glebe Lands And Perpetual Lease-Land Interests And Revision Of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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

5.17. Resolution: Release Of Certain Glebe Lands And Perpetual Lease-Land Interests And Revision Of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)

Subject 5.18. Christopher Haessly, re: Ward 3 NPA Resolution - Overdose Prevention Center

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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

5.18. Christopher Haessly, re: Ward 3 NPA Resolution - Overdose Prevention Center

Subject 5.19. Front Porch Forum Post September 17th, 2025, Burlington Democrats, Antonio Golan, N. Union St, Burlington

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 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

5.19. Front Porch Forum Post September 17th, 2025, Burlington Democrats, Antonio Golan, N. Union St, Burlington

6. Deliberative Agenda

6. Deliberative Agenda

Subject 6.1. Appointment: Director of the Office of Racial Equity, Inclusion, and Belonging - Mayor (20 mins.)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action move to confirm the appointment of Dr. Kelli Perkins to the position of Director of the Office of Racial Equity, Inclusion, and Belonging

6.1. Appointment: Director of the Office of Racial Equity, Inclusion, and Belonging - Mayor (20 mins.)
Mayor Mulvaney-Stanak spoke to this agenda item via ZOOM.
Motion made by Councilor Grant, seconded by Councilor Singh, to approve the motion as presented. Motion passed unanimously.

Subject 6.2. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse, Ordinance Committee)(20 mins.)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Council and Board

Type Action
Ordinance - Second Reading

Recommended Action 2nd reading. Motion: Waive the reading and adopt the ordinance as revised by the Ordinance Committee.

6.2. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse, Ordinance Committee)(20 mins.)
City Council President Traverse passed the gavel to Councilor McKnight.
Motion made by Councilor Traverse, seconded by Councilor Barlow, to adopt the ordinance as amended: "Line 30 was amended to remove "parks" and "beaches" from the definition of a "Public place."

Assistant City Attorney Sturtevant was present to answer any questions/concerns.

Roll call vote:

Ayes: Councilors Barlow, Carpenter, Kane, Litwin, Neubieser, Schachter, Singh, Traverse and Acting City Council President McKnight

Nays: Councilors Broderick and Grant

Absent: Councilor Bergman

Motion passed: 9:2:1.

Subject 6.3. Ordinance: Raising The Mandatory Retirement Age For Class A Employees (Councilors Barlow, Grant, Singh)(15 mins.)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Council and Board

Type Action
Ordinance - First Reading

Recommended Action waive the first reading and refer to the Ordinance Committee

6.3. Ordinance: Raising The Mandatory Retirement Age For Class A Employees (Councilors Barlow, Grant, Singh)(15 mins.)

Fire Chief Curtin and Firefighter Bill Lyons spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Grant, to approve the motion as presented. Motion passed unanimously.

Subject 6.4. Ordinance: Parking Enforcement (Public Works Commission)(10 mins.)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Public Works Department

Type Action
Ordinance - First Reading

Recommended Action to waive and approve the first reading of the ordinance and to refer to Ordinance Committee

6.4. Ordinance: Parking Enforcement (Public Works Commission)(10 mins.)

DPW Director Spencer and Assistant City Attorney Ramakrishnan spoke to this agenda item. Jackie Esperti joined via ZOOM.

Motion made by Councilor Barlow, seconded by Councilor Singh, to approve the motion as presented. Councilor Neubieser was not at the table to vote. Motion passed unanimously.

Subject 6.5. Street Light Tariff Update - BED (10 mins.)

Meeting September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Burlington Electric Department

Type Action

Recommended Action to approve and authorize the General Manager of the Burlington Electric Department or their designee to file the updated street lighting tariff with the Vermont Public Utility Commission and to take such actions as may be needed to secure its approval

6.5. Street Light Tariff Update - BED (10 mins.)

General Manager Springer spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor McKnight, to approve the motion as presented. Motion passed unanimously.

Subject	6.6. City Hall Park Resolution Report - Police (30 mins.)
Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Police Department
Type	Discussion

6.6. City Hall Park Resolution Report - Police (30 mins.)

Interim Police Chief Burke presented slides and spoke to this agenda item which was for discussion and information only.

Subject	6.7. Resolution: Ratification Of Tentative Agreement And Authorization To Execute Collective Bargaining Agreement Between The City Of Burlington And The Burlington Firefighters' Association (July 1, 2025 - June 30, 2028)(Board of Finance)
Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	City Attorney
Type	Action Resolution

Recommended Action waive the reading and adopt the resolution

6.7. Resolution: Ratification Of Tentative Agreement And Authorization To Execute Collective Bargaining Agreement Between The City Of Burlington And The Burlington Firefighters' Association (July 1, 2025 - June 30, 2028)(Board of Finance)

Interim HR Director Reagan spoke to this agenda item.

Motion made by Councilor Grant, seconded by Councilor Carpenter, to waive the reading and adopt the resolution. Motion passed unanimously.

7. Committee Reports

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Committee Reports
Department	Council and Board
Type	Information

7.1. Verbal reports

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

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

Subject	8.1. Verbal reports
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
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Department	Council and Board
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Type	Information
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8.1. Verbal reports

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

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

Subject	9.1. Verbal reports
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	9. City Council President - Council Updates (up to 5 mins.)
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Department	Council and Board
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Type	Information
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9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject	10.1. Motion to adjourn
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Meeting	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	10. Adjournment
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adjourn
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10.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 9:37 pm.

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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	September 29, 2025 - Regular City Council Meeting - Monday, September 29, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
October 6, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened at 7:00 pm.

Members present: Mayor Mulvaney-Stanak, City Council President Traverse, Commissioners Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Schachter and Singh (all in person); Commissioner Neubieser (online)

Others present: Assistant City Attorney Ramakrishnan, CAO Schad, COS Jacobsen and Lori Olberg

Subject	1.1. Motion to adopt agenda
Meeting	October 6, 2025 - Local Control Commission Meeting - Monday, October 6, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the agenda as presented. Motion passed unanimously.

2. Deliberative Agenda

2. Deliberative Agenda

Subject	2.1. First and Third Class Liquor License Applications (2025-2026): Seconda Volta LLC dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name and location change)
Meeting	October 6, 2025 - Local Control Commission Meeting - Monday, October 6, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Deliberative Agenda
Department	Clerk/Treasurer's Office

Type	Action
Recommended Action	approve the 2025 - 2026 First and Third Class Liquor License Applications for Seconda Volta dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name and location change) with the following conditions: contingent upon Fire Marshal approval and with all standard conditions
2.1. First and Third Class Liquor License Applications (2025-2026): Seconda Volta LLC dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name and location change) Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	2.2. Outside Consumption Permit Application (2025-2026): Seconda Volta LLC dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name change and location change)
Meeting	October 6, 2025 - Local Control Commission Meeting - Monday, October 6, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 Outside Consumption Permit Application for Seconda Volta LLC dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name change and location change) with the following condition: fully executed Church Street Marketplace Commission Sidewalk Cafe Agreement
2.2. Outside Consumption Permit Application (2025-2026): Seconda Volta LLC dba Pascolo Ristorante, 83 Church Street (same owner)(business entity name change and location change) Motion made by Commissioner Broderick, seconded by Commissioner McKnight, to approve the motion as presented. Motion passed unanimously.	
Subject	2.3. First Class Liquor License Application (2025-2026): Partizanfilm, Inc., 230 College Street, Unit 13
Meeting	October 6, 2025 - Local Control Commission Meeting - Monday, October 6, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 First Class Liquor License Application for Partizanfilm, Inc., 230 College Street, Unit 13 with the following conditions: all City Permits need to be closed out, contingent upon Fire Marshal approval and with all standard conditions
2.3. First Class Liquor License Application (2025-2026): Partizanfilm, Inc., 230 College Street, Unit 13 Motion made by Commissioner Broderick, seconded by Commissioner Litwin, to approve the motion as presented with Commissioner Bergman abstaining/recusing himself from the vote. Motion passed unanimously.	

3. Adjournment

3. Adjournment

Subject**3.1. Motion to adjourn**

Meeting

October 6, 2025 - Local Control Commission Meeting - Monday, October 6, 2025,
7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category

3. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

3.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 7:02 pm. Motion passed unanimously.

2.1. Work Session: Tax Fairness Working Group report (20 mins.) - Mayor's Office, Joe Turner, Nancy Stetson

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

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

City Council President Traverse opened Public Forum at 6:37 pm.

City Council President Traverse closed Public Forum at 6:59 pm.

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

3.1. Verbal Comments

BTV residents (in person):

Bruce Wilson: murals/graffiti

Scott Lowe: tax fairness/downtown TIF changes/financial disclosure

Brett Yates: Partizan Fim - liquor license application

Charlie Messing: buildings, streets and sidewalks (bus)

Kit Andrews: in support of 6.5

Todd DeLuca: financial disclosure

Clare Wool: not in favor of 6.5--no to school board candidates--

BTV resident (online):

Sharon Bushor: TIF - related discrepancies

Non BTV resident (online):

Keren Sita: Taylor Swift/free speech

4. Mayor - General City Affairs (up to 10 mins.)

4. Mayor - General City Affairs (up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Motion made by Councilor Bergman, seconded by Councilor Litwin, to adopt the consent agenda as presented. Motion passed unanimously.

Subject	5.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 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 indicated 5.1. Motion to adopt the consent agenda and take the actions indicated

Subject	5.2. Accountability List - CT
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Information
Recommended Action	waive the reading, accept the communication and place it on file 5.2. Accountability List - CT

Subject	5.3. CEDO, Community Justice Center - Reclassification of one position from Limited Service to Regular - CEDO/CJC
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent)
Recommended Action	move to approve the reclassification of the following position retroactive July 1, 2025: • A BARJ Coordinator, from a Limited Service, Full-Time, Non-Exempt, Union,

Grade 16 position to a Regular Service, Full-Time, Non-Exempt, AFSCME, Grade 16 position

5.3. CEDO, Community Justice Center - Reclassification of one position from Limited Service to Regular - CEDO/CJC

Subject **5.4. Creation of one position at CJC - CEDO/CJC**

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

Category 5. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve the creation of the Adult Restorative Services Coordinator position within CEDO, a Regular Service, Full-time, Union, Grade 16, position

5.4. Creation of one position at CJC - CEDO/CJC

Subject **5.5. Communication: Linda Pacheco, re: Losing business**

Meeting October 6, 2025 - Regular City Council Meeting - Monday, October 6, 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

5.5. Communication: Linda Pacheco, re: Losing business

Subject **5.6. CityPlace/BTC Public Improvements Budget Amendment - DPW**

Meeting October 6, 2025 - Regular City Council Meeting - Monday, October 6, 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 Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds which result in an increase of the project budget by \$6,500,926 for the BTC Public Improvements

5.6. CityPlace/BTC Public Improvements Budget Amendment - DPW

Subject **5.7. New England Central Railroad sixteenth contract amendment - BED**

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

Category 5. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)

Recommended Action to approve that the General Manager or their delegatee may execute a three year extension of the rail contract between BED and New England Central Railroad, as included in the attached contract amendment

5.7. New England Central Railroad sixteenth contract amendment - BED

Subject **5.8. FIO Documents**

Meeting October 6, 2025 - Regular City Council Meeting - Monday, October 6, 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

5.8. FIO Documents

6. Deliberative Agenda

6. Deliberative Agenda

Subject **6.1. Downtown Tax Increment Financing District Audit - Authorization for State Education Fund Payment - CT (10 mins.)**

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

Category 6. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action to authorize the Chief Administrative Officer to take all such action, and to execute all such instruments approved as to form by the City Attorney, as may be necessary or convenient to ensure the repayment of the State Education Fund in

the total amount of \$95,363 from the DWTN TIF Fund (Fund 236), to resolve the underpayment issues noted in the State's DWTN TIF District Audit

6.1. Downtown Tax Increment Financing District Audit - Authorization for State Education Fund Payment - CT (10 mins.)

Capital Program Director Ashley Parker and City Assessor Joe Turner spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Grant, to approve the motion as presented. Motion passed unanimously.

Subject 6.2. Downtown TIF Substantial Change Request - Use of Investment Earnings - CEDO (15 mins.)

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

Category 6. Deliberative Agenda

Department Community & Economic Development Office (CEDO)

Type Action

Recommended Action to approve the City's substantial change request to VEPC for the Downtown TIF District and authorize City Council President Ben Traverse and Chief Administrative Officer Katherine Schad to execute the attached formal request letter

6.2. Downtown TIF Substantial Change Request - Use of Investment Earnings - CEDO (15 mins.)

CEDO Director Kara Alnasrawi and David White (TIF consultant) were present for this agenda item with Kara presenting.

City Council President Traverse opened the Public Hearing at 7:47 pm and closed it at 7:48 pm with no one speaking.

Motion made by Councilor Barlow, seconded by Councilor Carpenter, to approve the motion as presented. Motion passed unanimously.

Subject 6.3. Update from City's Lobbyists on the 2025 Legislative Session (20 mins.)

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

Category 6. Deliberative Agenda

Department Mayor's Office

Type Discussion
Information
Communication
Action

6.3. Update from City's Lobbyists on the 2025 Legislative Session (20 mins.)

David Mickenberg spoke to this agenda item.

Subject 6.4. Tobacco License Application (2025-2026): Burlington Asian Market VT, 1 Intervale Road

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

Category 6. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco License Application for Burlington Asian Market VT, 1 Intervale Road

6.4. Tobacco License Application (2025-2026): Burlington Asian Market VT, 1 Intervale Road
Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 6.5. Resolution: Financial Disclosure For Local Elected Officials (Councilor Neubieser)(20 mins.)

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

Category 6. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action

6.5. Resolution: Financial Disclosure For Local Elected Officials (Councilor Neubieser)(20 mins.)
Motion made by Councilor Neubieser, seconded by Councilor Bergman, to refer the amended version to the Ordinance Committee.
Roll call vote:
Ayes: Councilors Bergman, Broderick, Carpenter, Grant, Kane, Neubieser, Schachter and City Council President Traverse.
Nays: Councilors Barlow, Litwin, McKnight and Singh
Motion passed 8:4.

7. Committee Reports

7. Committee Reports

Subject 7.1. Verbal reports

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

Category 7. Committee Reports

Department Council and Board

Type Information

7.1. Verbal reports

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

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

Subject	8.1. Verbal reports
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

8.1. Verbal reports

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

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

Subject	9.1. Verbal reports
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject	10.1. Motion to adjourn
Meeting	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adjourn

10.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 9:28 pm. Motion passed unanimously.

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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	October 6, 2025 - Regular City Council Meeting - Monday, October 6, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



**BURLINGTON CITY COUNCIL WITH MAYOR PRESIDING
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
October 21, 2025**

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 7:08 pm.

Members present: Mayor Mulvaney-Stanak, Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, Schachter, Singh and City Council President Traverse (all in person); Councilor Neubieser (online)

Member absent: Councilor McKnight

Others present: CAO Schad, City Attorney Brown and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by City Council President Traverse, seconded by Councilor Bergman, to approve the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Motion made by City Council President Traverse, seconded by Councilor Schachter, to adopt the consent agenda as presented and take the actions indicated. Motion passed unanimously.

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

2.1. Motion to adopt the consent agenda and take the actions indicated

Subject 2.2. Openings: Boards and Commissions - DFA

Meeting October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

2.2. Openings: Boards and Commissions - DFA

3. 2025 Commission Appointments

3. 2025 Commission Appointments

Subject 3.1. Conservation Board: Term Expires 6/30/27

Meeting October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Commission Appointments

Department Department of Finance and Administration

Type Action

Recommended Action

3.1. Conservation Board: Term Expires 6/30/27

Councilor Grant nominated Alan Reichard. Alan Reichard introduced himself.

Alan Reichard was unanimously appointed to the Conservation Board.

Roll call vote:

Ayes: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, Neubieser, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak

Absent: Councilor McKnight

Subject 3.2. Electric Light Commission: Term Expires 6/30/28

Meeting October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. 2025 Commission Appointments

Department Department of Finance and Administration

Type Action

Recommended Action

3.2. Electric Light Commission: Term Expires 6/30/28

Councilor Barlow nominated Brian Williams.

Brian Williams was appointed to the Electric Light Commission.

Roll call vote:

Ayes: Councilors Barlow, Carpenter, Litwin, Schachter, Singh, City Council President Traverse and Mayor Mulvaney-Stanak

Nays: Councilors Bergman, Broderick, Grant, Kane and Neubieser

Absent: Councilor McKnight

4. Adjournment

4. Adjournment

Subject

4.1. Motion to adjourn

Meeting

October 21, 2025 - City Council With Mayor Presiding Meeting - Tuesday, October 21, 2025, 7:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category

4. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

4.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 7:16 pm. Motion passed unanimously.



**BURLINGTON LOCAL CANNABIS CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
October 21, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 7:16 pm.

Members present: Commissioners Bergman, Broderick, Carpenter, Grant, Kane, Litwin, Schachter, Singh and City Council President Traverse (all in person); Commissioner Neubieser (online)

Member absent: Commissioner McKnight

Others present: Mayor Mulvaney-Stanak, CAO Schad, City Attorney Brown and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	October 21, 2025 - Local Cannabis Control Commission Meeting - Tuesday, October 21, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adopt agenda
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1.1. Motion to adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Singh, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	October 21, 2025 - Local Cannabis Control Commission Meeting - Tuesday, October 21, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
2.1. Motion to adopt the consent agenda and take the actions indicated	
Subject	2.2. 2025 Cannabis Renewal (Cultivator): Stash Farm LLC, 217 Starr Farm Road
Meeting	October 21, 2025 - Local Cannabis Control Commission Meeting - Tuesday, October 21, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Consent Agenda
Department	Department of Finance and Administration
Type	Action (Consent)
Recommended Action	to approve and authorize transmission of local approval of the following local cannabis control cultivator renewal to the State Cannabis Control Board, subject to all municipal conditions currently in effect on such local license: Stash Farm LLC, 217 Starr Farm Road
2.2. 2025 Cannabis Renewal (Cultivator): Stash Farm LLC, 217 Starr Farm Road	

3. Adjournment

3. Adjournment

Subject	3.1. Motion to adjourn
Meeting	October 21, 2025 - Local Cannabis Control Commission Meeting - Tuesday, October 21, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
3.1. Motion to adjourn	
City Council President Traverse adjourned the meeting at 7:17 pm. Motion passed unanimously.	

**BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
October 21, 2025**

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

2.1. Verbal Comments

BTV residents (in person):

Scott Lowe: 5.7

David Call: homeless

David Maher: syringe litter

Ethan Kieffner: UVM Housing

Gabriella Grzan: UVM housing

Yeraz Kaligion: UVM Housing

Benjamin Robke: UVM housing

Ashley Adams: climate emergency/Biomass Action day/not in favor of the McNeil plant

Floyd Campbell: UVM Housing Issues

Katie Erbe: UVM housing

Lawrence Saveall: UVM housing

Ezra Wilson: UVM Housing

Adam Franz: UVM housing

Brett Yates: indoor EP for Partizanfilm-opening next month

BTV resident (online):

Sharon Bushor: recycling/not in favor of 5.8

Non-BTV residents (in person):

Robert Perry: syringe litter report

Amy Kimmel: review of syringe litter

Keren Sita: freedom speech

Chris Gish: Biomass Day/McNeil

3. Mayor - General City Affairs (up to 10 mins.)

3. Mayor - General City Affairs (up to 10 mins.)

Subject	3.1. Verbal reports
Meeting	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Mayor - General City Affairs (up to 10 mins.)
Department	Council and Board
Type	Information

3.1. Verbal reports

4. Consent Agenda

4. Consent Agenda

Motion made by Councilor Carpenter, seconded by Councilor Schachter, to adopt the consent agenda as presented and take the actions indicated. Motion passed unanimously.

Subject	4.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

4.1. Motion to adopt the consent agenda and take the actions indicated

Subject 4.2. Accountability List - DFA

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

4.2. Accountability List - DFA

Subject 4.3. Explanation of Authority to Set Policy - City Attorney's Office

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department City Attorney

Type Action (Consent)
Communication

Recommended Action waive the reading, accept the communication and place it on file

4.3. Explanation of Authority to Set Policy - City Attorney's Office

Subject 4.4. VT Center for Crime Victim Services "Victims of Crime Act" (VOCA) grant (Grant # 02160-VOCA23-4009608-2026 - CEDO/CJC)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve the acceptance of Grant # : 02160-VOCA23-4009608-2026 in the amount of \$140,164 for FY25 and to authorize CEDO Director Alnasrawi or her designee to sign the grant acceptance and to take such further actions and execute such further instruments as may be necessary or convenient to effectuate the transactions contemplated hereby, subject to review and approval by the City Attorney's Office, including acceptance of any additional amounts that may become available during the same fiscal year from the same source that do not require a local match or place new conditions on the City

4.4. VT Center for Crime Victim Services "Victims of Crime Act" (VOCA) grant (Grant # 02160-VOCA23-4009608-2026 - CEDO/CJC

Subject 4.5. Creation of a Limited-Service Position: Nature-Based Climate Solutions Field Coordinator - BPRW

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action to approve and authorize the creation of the Nature-Based Solutions Field Coordinator position within BPRW, a Limited Service, Full-time, AFSCME, Grade 15 position

4.5. Creation of a Limited-Service Position: Nature-Based Climate Solutions Field Coordinator - BPRW

Subject 4.6. Communication: Jennifer Monroe Zakaras to Celia Bird, re: Resignation from BOH

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

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 thanking Jennifer Monroe-Zakaras for her time served as a member of the Board of Health

4.6. Communication: Jennifer Monroe Zakaras to Celia Bird, re: Resignation from BOH

Subject 4.7. Communication: Michael Long, re: Financial Disclosure Resolution

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

4.7. Communication: Michael Long, re: Financial Disclosure Resolution

Subject 4.8. Communication: Peter MacAusland, re: Tuesday, October 21, 2025 is the International Day of Action on Big Biomass

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

4.8. Communication: Peter MacAusland, re: Tuesday, October 21, 2025 is the International Day of Action on Big Biomass

Subject 4.9. Communication: Cathy Shivers, re: Downtown Burlington

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

4.9. Communication: Cathy Shivers, re: Downtown Burlington

Subject 4.10. Clerk Recommendation for Dog and Cat License Fees - DFA

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)

Recommended Action to approve the recommended fees for dog and cat licenses in Burlington

4.10. Clerk Recommendation for Dog and Cat License Fees - DFA

Subject 4.11. Authorization to Accept Shade Canopy for the Oakledge Park Fitness Station - BPRW

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action to approve and authorize the acceptance of the shade canopy with a value of or about \$9,800, from the University of Vermont Cancer Center for the Oakledge Park Playground and to authorize Sophie Sauvé, Parks Planning Division Director and BPRW Co-Director, or designee, to execute all documents necessary to accept the gift, subject to the final review and approval as to form by the City Attorney's Office

4.11. Authorization to Accept Shade Canopy for the Oakledge Park Fitness Station - BPRW

Subject 4.12. EV Site License Agreement - BED

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)

Recommended Action to approve that the General Manager or their designee may execute with one or more sites the generic EV site license agreement presented, with any specific site terms added as necessary and with review by the City Attorney's Office

4.12. EV Site License Agreement - BED

Subject 4.13. Review of Burlington Board of Health Report on Syringe Litter and Community Development and Neighborhood Revitalization Committee Recommendations (CDNR) to the City Council

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	4. Consent Agenda
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Department	Council and Board
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Type	Action (Consent) Report Information
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Recommended Action	waive the reading, accept the report and place it on file
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4.13. Review of Burlington Board of Health Report on Syringe Litter and Community Development and Neighborhood Revitalization Committee Recommendations (CDNR) to the City Council

Subject	4.14. FIO Documents
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Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	4. Consent Agenda
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Department of Finance and Administration

Type	Action (Consent) Communication Information
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Recommended Action for information only

4.14. FIO Documents

Subject **4.15. Resolution: Authorization For Capital Public Improvement Infrastructure Bonds - March 4, 2025 Voter Authorization (Board of Finance)**

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	4. Consent Agenda
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Department of Finance and Administration

Type	Action (Consent Resolution)
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Recommended Action to waive the reading and to approve the attached resolution

4.15. Resolution: Authorization For Capital Public Improvement Infrastructure Bonds - March 4, 2025 Voter Authorization (Board of Finance)

Subject **4.16. Resolution: Authorization For Public Improvement Bonds For School District Capital Improvements - March 7, 2017 Voter Authorization (Board of Finance)(15 mins.)**

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

4.16. Resolution: Authorization For Public Improvement Bonds For School District Capital Improvements - March 7, 2017 Voter Authorization (Board of Finance)(15 mins.)

Subject 4.17. Resolution: Authorization For School District Capital Improvement Bonds For Burlington High School - November 8, 2022 Voter Authorization (Board of Finance)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

4.17. Resolution: Authorization For School District Capital Improvement Bonds For Burlington High School - November 8, 2022 Voter Authorization (Board of Finance)

Subject 4.18. Resolution: FY2026 Municipal Planning Grant (Councilor Traverse)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution as presented

4.18. Resolution: FY2026 Municipal Planning Grant (Councilor Traverse)

5. Deliberative Agenda

5. Deliberative Agenda

Subject 5.1. Indoor Entertainment Permit Application (2025-2026): Partizanfilm, 230 College Street, Unit 13

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the 2025-2026 Indoor Entertainment Permit Application for Partizanfilm, 230 College Street, Unit 13 with the following conditions: all City Permits need to be closed out and with all standard conditions

5.1. Indoor Entertainment Permit Application (2025-2026): Partizanfilm, 230 College Street, Unit 13
Motion made by Councilor Broderick, seconded by Councilor Schachter to approve the motion as presented.
Motion passed: 12 in favor with Councilor McKnight (absent) and Councilor Bergman (recusing himself)

Subject 5.2. Special Event Indoor Entertainment Permit Application (two days only): Muddy Waters, 184 Main Street, November 1 - 2, 2025, 8 pm - 2 am, Live DJ event

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the two-day only Special Event Indoor Entertainment Permit Application for Muddy Waters, 184 Main Street, November 1 - 2, 2025, 8 pm - 2 am, Live DJ event

5.2. Special Event Indoor Entertainment Permit Application (two days only): Muddy Waters, 184 Main Street, November 1 - 2, 2025, 8 pm - 2 am, Live DJ event
Motion made by Councilor Broderick, seconded by Councilor Singh, to approve the motion as presented. Motion passed unanimously.

Subject 5.3. Tobacco License Application (2025-2026): Catamount Tobacco and Convenience LLC, 75 Church Street

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the 2025-2026 Tobacco License Application for Catamount Tobacco and Convenience LLC, 75 Church Street

5.3. Tobacco License Application (2025-2026): Catamount Tobacco and Convenience LLC, 75 Church Street

Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 5.4. Appointment: Winooski Valley Park District: Term expires 6/30/27

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action

5.4. Appointment: Winooski Valley Park District: Term expires 6/30/27

Councilor Schachter nominated Catherine Bock.

Catherine Bock was unanimously appointed to the Winooski Valley Park District.

Subject 5.5. Request to execute a ground lease agreement with Beta Technologies - Airport (25 mins.)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Airport

Type Action

Recommended Action to authorize the Mayor of the City of Burlington to execute the lease with Beta Technologies 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

5.5. Request to execute a ground lease agreement with Beta Technologies - Airport (25 mins.)

Nic Longo and Marie Friedman spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Singh, to approve the motion as presented. Motion passed unanimously.

Subject 5.6. Residential Recycling Collection & RFPQ Process Update - DPW (25 mins.)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Public Works Department

Type Action
Information
Report

Recommended Action to accept the report and place it in the file

5.6. Residential Recycling Collection & RFPQ Process Update - DPW (25 mins.)

Chapin Spencer and Lee Perry spoke to this agenda item.

No motion was made.

Subject 5.7. Resolution: March 3, 2026 Annual City Meeting -- Charter Change Re: General Fund Tax Fairness (Referral To Charter Change Committee)(Councilor Bergman)(15 mins.)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

5.7. Resolution: March 3, 2026 Annual City Meeting -- Charter Change Re: General Fund Tax Fairness (Referral To Charter Change Committee)(Councilor Bergman)(15 mins.)

Motion made by Councilor Bergman, seconded by Councilor Broderick, to approve the motion as presented. Councilor Schachter made a motion, seconded by Councilor Barlow, in Lines 25 – 27, change the date to December 1, 2025. Motion to waive the reading and adopt the resolution as amended passed by a roll call vote:

Ayes: Councilors Bergman, Broderick, Carpenter, Grant, Kane, Neubieser and Schachter

Nays: Councilors Barlow, Litwin, Singh and City Council President Traverse

Absent: Councilor McKnight

Subject 5.8. Resolution: March 3, 2026 Annual City Meeting -- Charter Change Re: City Council Authority To Pledge Credit Of The City (Referral To Charter Change Committee)(Councilor Bergman)(15 mins.)

Meeting October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

5.8. Resolution: March 3, 2026 Annual City Meeting -- Charter Change Re: City Council Authority To Pledge Credit Of The City (Referral To Charter Change Committee)(Councilor Bergman)(15 mins.)

Motion made by Councilor Bergman, seconded by Councilor Broderick, to waive the reading and adopt the resolution as amended: to change the report back date from Nov 17 to Dec 1.—line 21. Motion passed unanimously.

6. Committee Reports

6. Committee Reports

Subject	6.1. Verbal reports
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Meeting	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	6. Committee Reports
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Department	Council and Board
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Type	Information
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6.1. Verbal reports

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

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

Subject	7.1. Verbal reports
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Meeting	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	7. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
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Department	Council and Board
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Type	Information
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7.1. Verbal reports

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

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

Subject	8.1. Verbal reports
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Meeting	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	8. City Council President - Council Updates (up to 5 mins.)
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Department	Council and Board
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Type	Information
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8.1. Verbal reports

9. Adjournment

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 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
9.1. Motion to adjourn City Council President Traverse adjourned the meeting at 9:33 pm.	

10. Informational and Non-Discrimination Statements

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, Council and Licensing 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	October 21, 2025 - Regular City Council Meeting - Tuesday, October 21, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing 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.



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

TTY (802) 865-7142

TO: Board of Finance and City Council

FROM: Lori Olberg, Licensing and Records Coordinator

DATE: November 3, 2025

RE: Regular Schedule of Meetings of the Board of Finance and City Council through August 24, 2026

~~Board of Finance: Monday, January 5, 2026; City Council: Monday, January 5, 2026~~

Monday, January 12, 2026 (**Regular Meeting**)

Tuesday, January 20, 2026 (**Regular Meeting and 1st Charter Change Public Hearing**)

Thursday, January 22, 2026 (**2nd Charter Change Public Hearing**)

Monday, January 26, 2026 (**Regular Meeting**)

Monday, February 9, 2026 (**Regular Meeting and Public Information Hearing on Ballot Questions**)

Tuesday, February 17, 2026 (**Regular Meeting**)

Monday, March 9, 2026 (**Regular Meeting**)

Monday, March 23, 2026 (**Regular Meeting**)

Monday, April 6, 2026 (**Regular Meeting and Organization Day**)

Monday, April 13, 2026 (**Regular Meeting**)

Monday, April 27, 2026 (**Regular Meeting**)

Monday, May 11, 2026 (**Regular Meeting**)

Monday, May 18, 2026 (**Regular Meeting**)

Monday, June 1, 2026 (**Regular Meeting**)

Monday, June 15, 2026 (**Regular Meeting**)

Monday, June 29, 2026 (**Regular Meeting**)

Monday, July 13, 2026 (**Regular Meeting**)

Monday, August 3, 2026 (**Regular Meeting**)

Monday, August 24, 2026 (**Regular Meeting**)

Board of Finance Motion: to approve the above list of meetings through August 24, 2026

City Council Motion: to approve the above list of meetings through August 24, 2026

FOR THE CITY OF BURLINGTON
OFFICE OF THE CITY CLERK
73-1187

Lori Olberg

From: John Summa <heterodoxguy@gmail.com>
Sent: Tuesday, October 14, 2025 3:54 PM
To: Act250 - Essex
Cc: David Mullin; Kinnick, Christopher; Anthony Stout; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Burlington Town Clerk; Sarah Montgomery; Lori Olberg; ANR - Act 250; Murphy, Barry; PSD - VTDPs; AOT - Act 250; AGR - Act 250; ACCD - Project Review; Monaghan, Stephanie
Subject: Re: 4C0122-12 Hearing Recess Order

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

Attached please find my Recess Rebuttal to HRO Submissions by Mr. Stout. I have uploaded all exhibits to GlobalScape, including video clips. I have copied here all parties related to HC0122-12.

Sincerely,

John Summa

_Recess Rebuttal by John Summa

Lori Olberg

From: John Summa <heterodoxguy@gmail.com>
Sent: Tuesday, October 14, 2025 4:01 PM
To: Act250 - Essex
Cc: David Mullin; Kinnick, Christopher; Anthony Stout; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Burlington Town Clerk; Sarah Montgomery; Lori Olberg; ANR - Act 250; Murphy, Barry; PSD - VTDPs; AOT - Act 250; AGR - Act 250; ACCD - Project Review; Monaghan, Stephanie
Subject: Re: 4C0122-12 Hearing Recess Order
Attachments: Recess Rebuttal by John Summa.PDF

RECEIVED
 OCT 14 2025
 4:01 PM

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

Attached here is a pdf of my Recess Rebuttal, which earlier was shared from my Google drive. The file attached should be accessible to anybody on this cc email list.

Sincerely,

John Summa

On Tue, Oct 14, 2025, 3:53 PM John Summa <heterodoxguy@gmail.com> wrote:
 Attached please find my Recess Rebuttal to HRO Submissions by Mr. Stout. I have uploaded all exhibits to GlobalScape, including video clips. I have copied here all parties related to HC0122-12.

Sincerely,

John Summa

 _Recess Rebuttal by John Summa

Lori Olberg

FOR INFORMATION ONLY

2025 OCT 18 4:57 PM

From: VLCT Journal <info@vlct.org>
Sent: Saturday, October 18, 2025 7:01 AM
To: Lori Olberg
Subject: Town Fair Recap, Public Safety Dispatch Services Survey, Annual Reports, and More!

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



VLCT JOURNAL

FOR INFORMATION ONLY
2025 OCT 18 4:57 PM
CONTACT: 802-254-1234

October 2025

Lori,

Thank you to everyone who attended this year's Town Fair. You'll find a few key parts of the conference covered in this issue of the *VLCT Journal*, but we're always looking forward. As you prepare for Town Meeting Day, take a look at these [Town Report Best Practices](#) and scroll below to see examples of excellent town reports. Explore the legal, regulatory, and market effects of short-term rentals, either in person or via Zoom on November 8. Stay tuned for more from PACIF on the new Policy Portal and, in the meantime, prepare for winter hazards because snow will fly before we know it.

Lori Olberg

ED: [REDACTED] ONLY

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Monday, October 20, 2025 5:17 PM
To: Burlington Town Clerk
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
Air Pollution Control Minor Source Construction Permit	Lake Champlain Transportation Company (Burlington)	AP-24- 024	Lake Champlain Transportation Company (Burlington)	Burlington	The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile.	2025- 10-20	Final Decision Reached - Appeal Period

Lori Olberg

EDM: 2025 OCT 23 11:11 AM ONLY 25 OCT 23 11:11 AM

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Tuesday, October 21, 2025 5:19 PM
To: Burlington Town Clerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

[WARNING]: This email was sent from someone outside of the City of Burlington. Do not click on links or attachments from the City Clerk's Office

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.

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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 3-9050 For Operational Stormwater Discharges	3-9050 Stormwater Draft General Permit	3-9050 Stormwater Draft General Permit		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
General Permit 3-9050 For Operational Stormwater Discharges	3-9050 Stormwater Draft General Permit	3-9050 Stormwater Draft General Permit		Statewide	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	2025-10-21	Draft Decision - Public Comment Period

Lori Olberg

FOR INTERNAL USE ONLY

125 001 28 44135

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Wednesday, October 22, 2025 5:17 PM
To: Burlington Town Clerk
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
					A public meeting with regard to this activity has been changed. Please visit the ENB to view the activity profile.		
General Permit 3-9050 For Operational Stormwater Discharges	3-9050 Stormwater Draft General Permit	3-9050 Stormwater Draft General Permit		Statewide	A public meeting with regard to this activity has been posted on the ENB. Please visit the ENB if you would like to review the meeting details and/or RSVP.	2025-10-22	Draft Decision - Public Comment Period
					Minor information related to this activity has been		

Lori Olberg

FOR INFORMATION ONLY 10/24/25 10:04 AM

From: Brackin, Stephanie <Stephanie.Brackin@vermont.gov>
Sent: Friday, October 24, 2025 10:04 AM
Subject: FPR Press Release: Vermont Rescinds Statewide Ban on Debris Burning

You don't often get email from stephanie.brackin@vermont.gov. [Learn why this is important](#)
[WARNING]: This email was sent from someone outside of the City of Burlington.

PRESS RELEASE

For Immediate Release – October 24, 2025

Contact:

Kathy Decker, Forest Protection Program Manager
Department of Forests, Parks and Recreation
kathy.decker@vermont.gov, 802-473-0007

Vermont Rescinds Statewide Ban on Debris Burning

Montpelier, Vt. – The Vermont Department of Forests, Parks and Recreation (FPR) has rescinded the September 22, 2025, order that required all Town Forest Fire Wardens to cease issuing burn permits. This order has now been lifted statewide.

Recent rainfall has helped reduce wildfire danger across Vermont. The [U.S. Drought Monitor](#) reports that much of the state remains in extreme or severe drought; however, the [wildland fire danger forecast](#) has dropped to *Moderate* statewide following more than two inches of precipitation in recent days.

"The recent rainfall has provided much-needed relief, saturating small, easy-to-burn fuels and thereby reducing the risk of wildfire," said FPR Forest Fire Supervisor Dan Dillner. "This welcome precipitation follows nearly two months of dry weather, drought conditions, and higher than normal wildland fire activity throughout the state—primarily caused by escaped debris burns or unattended campfires."

With the statewide debris burn ban lifted, Town Forest Fire Wardens once again have the authority to issue fire kindling permits. However, wardens may still restrict permit issuance based on local and daily conditions.

"Although the debris burn ban has been lifted, we continue to urge Vermonters to use great caution when burning debris or enjoying campfires," said FPR Commissioner Danielle Fitzko.

FPR extends sincere appreciation to the public for their cooperation and restraint during this period of very high fire danger. The [current fire danger forecast](#), along with additional information on [fire safety and prevention](#), is available on the [FPR website](#).

###

This institution is an equal opportunity provider. To file a discrimination complaint, for questions, free language services, or requests for reasonable accommodations, please contact ANR's

Lori Olberg

From: VLCT News <info@vlct.org>
Sent: Tuesday, October 28, 2025 3:30 PM
To: Lori Olberg
Subject: Statewide Dispatch Survey, Road Salt Contracts, November Events, and more

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

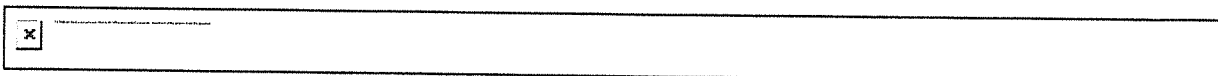
[News](#)

[Resources](#)

[Events](#)

[Advocacy](#)

[Jobs](#)



Overall, the municipalities in VLCT's Unemployment Insurance (UI) Trust will again enjoy lower rates and receive \$100K in credits toward their 2026 contributions. Specific details will be sent near the Thanksgiving holiday.

Announcements & Updates

By 10/31: Take the Public Safety Communications & Dispatch Survey
Vermont's local governments are urged to share their input for establishing a statewide public safety communications system that is reliable, secure, and interoperable.

How Would Act 250's Draft Tier 3 Rules Affect Your Community?
Recent Act 250 changes will reduce its permitting in downtowns and village centers – Tier 1 – and increase its permitting in many critical natural resource areas – Tier 3. In any of four hybrid sessions this month, the public is invited to respond to Draft 2 of the Tier 3 Rules. Read Draft 2 soon.

PACIF Grant Applications Due By 10/31
Has your organization started but not finished an application? It needs to be submitted this week for consideration in 2025.

Apply for Vermont Wildland Fire Gear Grant by 11/3
This year's changes make it easier for fire departments in rural areas and rural communities to buy wildland firefighting gear and equipment.

Two Road Salt Contracts are Now Available Through the State
Take a look, even if your town didn't opt in. More contracts are in process.

Timely+Timeless Thoughts from Governor Scott to VLCT Members
The governor, addressing a standing-room-only VLCT crowd in South Burlington recently, explained "... how we talk to each other and how we treat each other truly matters. ... [W]e all have a role to play in tamping down the division and anger we're seeing far too often these days." See the entire text of this speech.

Think Ahead for the Next Academic Year



Fee \$25.00

May 1, 2025 ---- April 30, 2026

**CITY OF BURLINGTON
SPECIAL EVENT
ENTERTAINMENT PERMIT APPLICATION**



Indoor



Outdoor

**PART I
ORGANIZATION**

All information in this section is required

1. Corporation/Sole Proprietor name SEABA
2. D/B/A (Business Name) _____ 3. Bus. Phone 802-578-2512
4. Business Address 400 Pine Street, Burlington, VT, 05401
5. Mailing Address 28 Howard Street, Suite 303, Burlington, VT 05401
6. Contact person Christy Mitchell 7. Contact Phone 802-578-2512
8. Email contact address director@seaba.com

**PART II
OPERATION**

1. Do you currently have a Liquor License? No --
2. Do you currently have an Entertainment Permit/Special Event Permit? Yes
3. Proposed Date(s) for this Special Event October 31, 2025
4. Proposed Hours for this Special Event 5pm-10pm
5. Proposed Location for this Special Event Specify if event will be on City street or right-of-way
Former ArtsRiot space at 400 Pine Street, indoors, for new SEABA Center

For this Proposed location please answer the following questions:

- a) Occupancy Load 350 b) # of Restrooms 7 c) # of Egresses 5
d) Date of last Fire/Safety Check 10/31/25 e) Dancing by Patrons? Yes
f) Amplified Music? Yes g) Will additional staff and/or security be required? Yes

(Continued on back)

Fee \$25.00

**PART III
DESCRIPTION OF ENTERTAINMENT**

Please give DETAILED description of the type of entertainment for which you are applying:

Description Halloween Art Opening Reception and Fundraiser for new SEABA Center. Trick or Treating on Porch for families featuring Lake Champlain Chocolates.

STATEMENT OF APPLICANT: Under the pains and penalties of perjury, I affirm that the preceding answers are true to the best of my knowledge and belief. I have read, understand and agree to comply with all City and State conditions, laws, ordinances, regulations and statutes.

DATE SIGNED: 10/31/25

SIGNATURE OF APPLICANT _____

PRINT NAME: Christy Mitchell

RELATIONSHIP TO BUSINESS Executive Director

OFFICE USE ONLY

Fee Paid \$ 25.00 Date: 10/31/25 Fee Returned \$ _____ Date: _____

At their meeting of _____, the Burlington City Council License Committee recommended
Approval _____ Denial _____

At their meeting of _____, the Burlington City Council _____ this SPECIAL
entertainment permit application.



Office of Mayor Emma Mulvaney-Stanak

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

October 29, 2025

Dear Councilors,

I am pleased to bring forward for your consideration the appointment of Phil Lewis, CPRE, to the position of Director of Parks, Recreation and Waterfront for the City of Burlington.

Phil Lewis has spent the last 25 years holding progressively responsible management positions in the field of parks and recreation, most recently serving as the CEO and General Manager of the Cosumnes Community Services District in Elk Grove, California. In this role, he was responsible for all facets of overseeing a Special District responsible for providing fire, emergency medical, parks and recreation services for a population of 210,000 residents. He also managed a \$203 million annual operating and capital budget and indirectly supervised 400 full-time and 1,000 total represented and non-represented personnel.

Prior to that, Mr. Lewis was the Parks and Recreation Administrator for the Cosumnes Community Services District. Mr. Lewis holds a Master's Degree in Parks, Recreation and Tourism Management from North Carolina State University and a Bachelor's Degree in Public Administration from Eastern Oregon University.

During his career, Mr. Lewis has excelled at creating and nurturing solid networks with community organizations, local outreach groups, and neighborhood residents. I am confident he brings the skills, vision, and people skills to grow and nurture the work of this vital department.

The City engaged in a national search for the BPRW Director position and conducted two rounds of interviews. The Interview Panel included representatives from City departments, City Council, the Parks Commission, and the Mayor's Office. I extend my gratitude to the staff, councilors, and community members who were generous with their time during this process.

Upon confirmation, Phil will begin serving as the BPRW Director on November 25, 2025. We are not requesting that he be granted an exemption from the department head residency requirement at this time. Phil currently lives in California, and he is in the process of relocating to Burlington. Phil will rent a residence in Burlington while he searches for a longer-term housing option in the city.

I have full confidence that Mr. Lewis will serve the City of Burlington well as our next BPRW Director, and I thank you for your consideration of this appointment.

With gratitude,

Emma Mulvaney-Stanak
Mayor

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



MEMORANDUM

To: Burlington Board of Finance and City Council

From: Darren Springer, General Manager
Emily Stebbins-Wheelock, CFO and Manager of Strategy & Innovation

Date: October 21, 2025

Subject: Proposed Changes to BED Miscellaneous Service Fees

The Burlington Electric Department (BED) is seeking City Council approval to file an updated "Miscellaneous Service Fees" tariff with the Vermont Public Utility Commission. An earlier version of this proposal was approved by the Council in June 2024; we have made further updates since then and therefore are returning to seek Council approval again.

Background

Miscellaneous Services include utility services undertaken in support of or in response to a request by a unique customer. BED charges distinct fees for these services on a per-occurrence basis under a PUC-approved Miscellaneous Service Fees tariff that is appended to BED's Operating Guidelines. BED charges separately for these services in accordance with the utility rate-making principle of "cost causer pays;" because only certain customers request or require such services, it would not be just or fair to assign the cost of these services to all customers through electric service rates.

BED's Miscellaneous Service Fees have not been updated since the current fees became effective July 1, 2010. The current fees were based on FY 2009 costs and were developed prior to BED's deployment of advanced metering infrastructure (AMI), which enabled remote connection and disconnection of meters, among other functionality.

Internal Fee Review

BED began a review of its Miscellaneous Service Fees in 2023 at the Electric Commission's request and has updated that analysis in the past month. The current fee proposal reflects the following changes from the fees currently in effect:

- Reviewed business processes associated with all miscellaneous service fees, including degree and nature of AMI involvement
- Reviewed and updated all time and personnel involvement with each service
- Updated labor rates to FY26 levels
- Updated labor overhead rate to FY25 actual
- Updated minimum call and overtime rates per current IBEW contract

- Updated vehicle rates
- Updated materials costs as of September 2025
- Updated stores clearing rate for materials to FY25 actual
- Analyzed initial service performed for new vs. returning customers
(In 2023, 46% were new customers and 54% returning customers)
- Analyzed depreciation on AMI-related assets (meters, servers, software)

Proposed Changes

The proposed fee changes are outlined in the attached table, which shows the current and proposed fee title, description, and rate. The proposed changes include increases and decreases in rates, addition and elimination of fees, and wording changes, as follows:

- The Initial Service fee would decrease from \$30 and split into two categories, \$5 for Returning Customers and \$15 for New Customers.
- The Initial Service-after-hours fee would decrease from \$195 to \$109.
- The Reconnection fee would increase from \$20 to \$26 and be charged for any reconnection, not just reconnection following a disconnection for non-payment.
- The Reconnection-after hours fee would decrease from \$195 to \$130, be charged for any reconnection (not just reconnection following a disconnection for non-payment), and be charged instead of the initial service fee when reconnection accompanies a request for service.
- The Temporary Service fee would increase from \$535 to \$882.
- The Returned Check fee would increase from \$10 to \$19.
- The Meter Removal/Replacement fee would increase from \$95 to \$165. Title and description changes are proposed that would make the fee more generic and more equitable by allowing BED to charge for meter pulls that are performed for reasons other than siding work.
- The Collection fee would be eliminated.
- BED is proposing that the fees currently titled “customer assistance call” be retitled as “power problem investigation-customer responsibility” based on feedback from customers that indicated that the current label is confusing. BED is also proposing updates to the description of these fees.
 - The Power Problem Investigation-Customer Responsibility fee would increase from \$28 to \$156.
 - The Power Problem Investigation-Customer Responsibility-after hours fee would increase from \$195 to \$562.
- BED is proposing new fees for on-site disconnect/reconnect assistance, to include both single-meter and multi-meter with and without lineworker assistance with underground service. BED performed approximately 275 of these services last year, and currently does not charge for them. Typically, these requests are driven by some work being performed on the customer’s electrical service to expand, upgrade, or bring it up to code, install solar, do work on the roof, or other similar situations.
 - Disconnect/Reconnect - Single-Meter fee would be \$577
 - Disconnect/Reconnect - Single-Meter, Underground fee would be \$796

- Disconnect/Reconnect - Multi-Meter fee would be \$666
- Disconnect/Reconnect - Multi-Meter, Underground fee would be \$885.

Customer Communication

BED has updated its website to include information on the proposed fees, posted a message about the proposed changes on Front Porch Forum, and has included a message about the proposed changes on customer bills.

Estimated Revenue Impact

BED estimates that the net effect of the proposed fee changes will be an increase in annual fee revenues of \$38,346, as shown in the table below.

	Test Year - FY 2024			Adjusted Test Year			Difference
	Existing rates	Billing Determinant	Revenues	Proposed rates	Billing Determinant	Revenues	
Initial Service Fee	\$ 30.00	5,698	\$ 170,940	\$ -	-	\$ -	\$ (170,940)
Initial Service Fee-Returning Customer	\$ -	-	\$ -	\$ 5.00	3,077	\$ 15,385	\$ 15,385
Initial Service Fee-New Customer	\$ -	-	\$ -	\$ 15.00	2,621	\$ 39,316	\$ 39,316
Initial Service Fee-After-Hours	\$ 195.00	11	\$ 2,145	\$ 109.00	11	\$ 1,199	\$ (946)
Reconnection	\$ 20.00	175	\$ 3,500	\$ 26.00	175	\$ 4,550	\$ 1,050
Reconnection-After-Hours	\$ 195.00	5	\$ 975	\$ 130.00	5	\$ 650	\$ (325)
Temporary Service	\$ 535.00	0	\$ -	\$ 882.00	0	\$ -	\$ -
Returned Check	\$ 10.00	186	\$ 1,860	\$ 19.00	186	\$ 3,534	\$ 1,674
Meter Removal/Replacement	\$ 95.00	7	\$ 670	\$ 165.00	7	\$ 1,164	\$ 494
Collection	\$ 20.00	0	\$ -	\$ -	0	\$ -	\$ -
Power Problem Investigation-Customer Responsibility (Customer Assistance Call)	\$ 28.00	0	\$ -	\$ 156.00	0	\$ -	\$ -
Responsibility (Customer Assistance Call)-After-Hours	\$ 195.00	0	\$ -	\$ 562.00	0	\$ -	\$ -
	Test Year - CY 2024			Adjusted Test Year			
	Existing rates	Billing Determinant	Revenues	Proposed rates	Billing Determinant	Revenues	
Disco/Reco Single-Meter	\$ -	125	\$ -	\$ 577.00	125	\$ 72,125	\$ 72,125
Disco/Reco Single-Meter with Lineworker Assistance	\$ -	56	\$ -	\$ 796.00	56	\$ 44,576	\$ 44,576
Disco/Reco Multi-Meter	\$ -	42	\$ -	\$ 666.00	42	\$ 27,972	\$ 27,972
Disco/Reco Multi-Meter with Lineworker Assistance	\$ -	9	\$ -	\$ 885.00	9	\$ 7,965	\$ 7,965
		6,314	\$ 180,090		6,314	\$ 218,435	\$ 38,346

The largest drivers of revenue change are the reduction in the initial service fees and the addition of the new disconnect/reconnect fees. Initial service fee revenue is expected to decrease by approximately \$117,000 per year, but the new disconnect/reconnect fees are expected to increase revenue by approximately \$152,000 per year.

Electric Commission Review

The Electric Commission unanimously recommended the attached fee proposal to the City Council by a vote at is October 8, 2025 meeting.

PUC Review and Approval Process

After BED files the requested fee changes with the PUC, members of the Burlington community will have the opportunity to provide comment at public hearings and through written testimony during the PUC's thorough rate review process, which is expected to span at least several months. The rates charged to customers of Vermont public utilities must be reviewed and will be approved only if the PUC determines that the proposed rates are just and reasonable. The new fees will not go into effect unless and until

approved by the PUC. The public can learn more about PUC rate case procedures by visiting https://puc.vermont.gov/sites/psbnew/files/doc_library/rate-case-procedures.pdf.

BED staff will be present at the Board of Finance meeting on October 21 and the City Council meeting on November 3, 2025 to answer any questions Councilors may have.

Motions

Board of Finance:

To approve and recommend the City Council authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting changes in Burlington Electric Department's Miscellaneous Service Fees as proposed.

City Council:

To approve and authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting changes in Burlington Electric Department's Miscellaneous Service Fees as proposed.

**Burlington Electric Department
Miscellaneous Service Fees Proposal**

Current Fee Title	Current Description	Current Fees as of 9/23/12	Proposed Fees	Proposed Fee Title	Proposed Description
Initial Service	Charged to a customer whenever the electric service is put in that customer's name at a service location	30.00	\$5.00	Initial Service-Returning Customer	Charged to <u>returning</u> customers, <u>including standing orders</u> , whenever the electric service is put in that customer's name at a service location
Initial Service	Charged to a customer whenever the electric service is put in that customer's name at a service location	30.00	\$15.00	Initial Service-New Customer	Charged to a customer <u>new to BED's service territory</u> whenever the electric service is put in that customer's name at a service location
Initial Service Fee - minimum call	Charged whenever BED personnel are called in to work during non-working hours to respond to a customer request for initial service	195.00	\$109.00	Initial Service-after-hours	Charged whenever BED personnel are called in to work <u>outside of business hours</u> to respond to a customer request for initial service
Reconnection	Charged to restore service to a customer who has been disconnected for non-payment of electric services	20.00	\$26.00	Reconnection	Charged to restore service remotely to a customer <u>whose service</u> has been disconnected; <u>this fee will be charged instead of the initial service fee when reconnection accompanies a request for service.</u>
Reconnection - minimum call	Charged whenever BED personnel are called in to work during non-working hours for the purpose of responding to a customer request for reconnection	195.00	\$130.00	Reconnection - after-hours	Charged to restore service remotely <u>outside of business hours</u> to a customer whose service has been disconnected; <u>this fee will be charged instead of the initial service fee when reconnection accompanies a request for service.</u>
Temporary Service	Normally for construction purposes; charged when temporary service of single phase, 240 volt, 100 amp characteristics or less is installed at a site	535.00	\$882.00		No change
Returned Check	Charged each time a check is not honored by the bank	10.00	\$19.00		Charged each time a check <u>or ACH/electronic payment</u> is not honored by the bank
Meter Removal/Replacement for Siding	Charged for removal and replacement of up to two meters at a service location for purpose of installing siding materials on a building	95.00	\$165.00	Meter Removal/Replacement for Siding	Charged for removal and replacement of up to two meters <u>during business hours</u> at a service location for purpose of installing siding materials on a building
Collection	Charged when BED personnel collects funds at a customer's service location. For example, if funds are collected during the course of the disconnection process this fee will be charged versus a disconnection fee.	20.00	\$0.00	NA	NA - recommend eliminating fee and charging only reconnect fee to restore power after payment
Customer Assistance Call	Charged whenever BED personnel are requested to visit a customer's service location and the problem is determined to be the customer's responsibility	28.00	\$156.00	Power Problem Investigation-Customer Responsibility	Charged whenever <u>a customer asks</u> BED personnel to visit <u>the</u> customer's service location <u>to investigate a problem with the customer's power</u> and the problem is determined to be the customer's responsibility. <u>BED will not perform work on equipment that is the customer's responsibility during a Power Problem Investigation.</u>

Current Fee Title	Current Description	Current Fees as of 9/23/12	Proposed Fees	Proposed Fee Title	Proposed Description
Customer Assistance Call - minimum ca	Charged whenever BED personnel are called in to work during non-working hours for the purpose of responding to a customer request for assistance and the problem is determined to be customer's responsibility	195.00	\$562.00	Power Problem Investigation- Customer Responsibility-after- hours	Charged whenever a customer asks BED personnel are called in to visit the customer's service location work outside of business hours to investigate a problem with the customer's power for the purpose of responding to a customer request for assistance and the problem is determined to be customer's responsibility. BED will not perform work on equipment that is the customer's responsibility during a Power Problem Investigation.
NA - new proposed fee	NA - new proposed fee	NA	\$577.00	Disconnect/Reconnect - Single-Meter	A Disconnect/Reconnect-Single-Meter Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's single-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required.
NA - new proposed fee	NA - new proposed fee	NA	\$796.00	Disconnect/Reconnect - Single-Meter, Underground	A Disconnect/Reconnect-Single-Meter, Underground Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's single-meter property during business hours to perform a disconnection and/or reconnection of electric service that requires BED lineworkers to pull underground service but does not require BED engineering work.
NA - new proposed fee	NA - new proposed fee	NA	\$666.00	Disconnect/Reconnect - Multi-Meter	A Disconnect/Reconnect-Multi-Meter Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's multi-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required.
NA - new proposed fee	NA - new proposed fee	NA	\$885.00	Disconnect/Reconnect - Multi-Meter, Underground	A Disconnect/Reconnect-Multi-Meter, Underground Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's multi-meter property during business hours to perform a disconnection and/or reconnection of electric service that requires BED lineworkers to pull underground service but does not require BED engineering work.

BURLINGTON ELECTRIC DEPARTMENT MISCELLANEOUS SERVICE FEES TARIFF

Initial Service Fee- Returning Customer:	\$ 30.00 <u>5.00</u>
Initial Service Fee-New Customer:	<u>\$15.00</u>
Initial Service Fee- Minimum Call <u>After-hours:</u>	\$ 195.00 <u>109.00</u>
Reconnection:	\$ 20.00 <u>26.00</u>
Reconnection- Minimum Call <u>After-hours:</u>	\$ 195 <u>130.00</u>
Temporary Service:	\$ 535.00 <u>882.00</u>
Returned Checks:	\$ 10.00 <u>19.00</u>
Meter Removal/Replacement- For Siding:	\$ 95.00 <u>165.00</u>
Collection:	\$ 20.00
Customer Assistance Call <u>Power Problem Investigation-Customer Responsibility:</u>	\$ 28.00 <u>156.00</u>
Minimum Call-Customer Assistance <u>Power Problem Investigation-Customer Responsibility-After-hours:</u>	\$ 195.00 <u>562.00</u>
<u>Disconnect/Reconnect - Single-Meter:</u>	<u>\$577.00</u>
<u>Disconnect/Reconnect - Single-Meter, Underground:</u>	<u>\$796.00</u>
<u>Disconnect/Reconnect - Multi-Meter:</u>	<u>\$666.00</u>
<u>Disconnect/Reconnect - Multi-Meter, Underground:</u>	<u>\$885.00</u>

Explanation of Miscellaneous Services

INITIAL SERVICE-RETURNING CUSTOMER

The Initial Service Fee-~~Returning Customer~~ will be charged to returning a customer's, including standing orders, whenever the electric service is put in that customer's name at a service location.

To clarify, this does mean that a current tenant moving from one service location in the city to another will pay this fee every time they move. Landlords who have electric service placed in their name between tenants will pay this Initial Service Fee regardless of the number of days that the service is in their name.

Effective: January 1, 2012

Approved: _____ Date: _____

BURLINGTON ELECTRIC DEPARTMENT MISCELLANEOUS SERVICE FEES TARIFF

INITIAL SERVICE – NEW CUSTOMER

~~The Initial Service Fee-New Customer will be charged to a customer new to BED's service territory whenever the electric service is put in that customer's name at a service location.~~

INITIAL SERVICE – AFTER-HOURS Minimum Call–Initial Service

~~An Initial Service-After-hours Minimum Call Fee will be charged whenever BED personnel are called in to work outside of business hours during non-working hours for the purpose of responding to respond to a customer request for iInitial sService.~~

When a customer requests initiation of electric service, when BED personnel are not on duty, the customer will be informed of the ~~Initial Service-Minimum CallAfter-hours~~ Fee. This charge must be accepted and agreed upon by the party responsible for payment prior to calling in personnel to respond to the customer's request.

RECONNECTION

A Reconnection Fee will be charged to restore service remotely to a customer ~~who whose service~~ has been disconnected; this fee will be charged instead of the Initial Service Fee when reconnection accompanies a request for service. for non-payment of electric services.

Minimum Call--ReconnectionRECONNECTION-AFTER-HOURS

~~A Reconnection-After-hours Fee will be charged to restore service remotely outside of business hours to a customer whose service has been disconnected; this fee will be charged instead of the Initial Service Fee when reconnection accompanies a request for service.~~

~~A Minimum Call Fee will be charged whenever BED personnel are called in to work during non-working hours for the purpose of responding to a customer request for Reconnection.~~

When a customer requests reconnection of electric service, when BED personnel are not on duty, the customer will be informed of the ~~Reconnection-After-hours Minimum Call~~ Fee. This charge must be accepted and agreed upon by the party responsible for payment prior to calling in personnel to respond to the customer's request.

TEMPORARY SERVICE

The Temporary Service Fee, normally for construction purposes, will be charged when temporary service of single phase, 240 volt, 100 amp characteristics or less is installed at a site.

For all other temporary services, charges will be based on estimated cost.

Effective: January 1, 2012

Approved: _____ Date: _____

BURLINGTON ELECTRIC DEPARTMENT MISCELLANEOUS SERVICE FEES TARIFF

RETURNED CHECKS

The Returned Check Fee will be charged each time a check or ACH/electronic payment is not honored by the bank.

METER REMOVAL/REPLACEMENT ~~FOR SIDING~~

A Meter Removal and Replacement ~~for Siding~~ Fee will be charged for the removal and replacement of up to two meters during business hours at a service location ~~for the purpose of installing siding materials on a building~~.

Three or more meters at a service location must be done by the property owner's certified electrician.

COLLECTION

~~The Collection Fee will be charged when BED personnel collects funds at a customer's service location.~~

~~Typically, BED personnel do not visit customer service locations for collection purposes; however during the course of the disconnection process often funds are collected. Instead of a Disconnection Fee, customers will be charged a Collection Fee.~~

~~CUSTOMER ASSISTANCE CALL POWER PROBLEM INVESTIGATION-CUSTOMER RESPONSIBILITY~~

~~A Customer Assistance CallPower Problem Investigation-Customer Responsibility Fee will be charged whenever a customer asks BED personnel are requested to visit a the customer's service location to investigate a problem with the customer's power and the problem is determined to be the customer's responsibility. BED will not perform work on equipment that is the customer's responsibility during a Power Problem Investigation.~~

~~Minimum Call—Customer Assistance~~POWER PROBLEM INVESTIGATION- CUSTOMER RESPONSIBILITY-AFTER HOURS

~~A Power Problem Investigation-Customer Responsibility-After-hours Fee will be charged whenever a customer asks BED personnel to visit the customer's service location outside of business hours to investigate a problem with the customer's power and the problem is determined to be the customer's responsibility. BED will not perform work on equipment that is the customer's responsibility during a Power Problem Investigation. If the problem is determined to be the customer's responsibility, a Minimum Call Fee will be charged whenever BED personnel are called in to work during non-working hours for the purpose of responding to a customer request for~~

Effective: January 1, 2012

Approved: _____ Date: _____

BURLINGTON ELECTRIC DEPARTMENT MISCELLANEOUS SERVICE FEES TARIFF

~~Customer Assistance.~~

When a customer requests ~~customer~~ assistance regarding their electric service, when BED personnel are not on duty, the customer will be informed of the ~~Minimum Call~~~~After-hours~~ Fee. This charge must be accepted and agreed upon by the party responsible for payment prior to calling in personnel to respond to the customer's request.

DISCONNECT/RECONNECT-SINGLE-METER

A Disconnect/Reconnect-Single-Meter Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's single-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required.

DISCONNECT/RECONNECT-SINGLE-METER, UNDERGROUND

A Disconnect/Reconnect-Single-Meter, Underground Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's single-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required that also requires BED to pull underground service.

DISCONNECT/RECONNECT- MULTI-METER

A Disconnect/Reconnect-Multi-Meter Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's multi-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required.

DISCONNECT/RECONNECT- MULTI-METER, UNDERGROUND

A Disconnect/Reconnect -Multi-Meter, Underground Fee will be charged when a customer or their contractor asks BED field personnel to visit the customer's multi-meter property during business hours to perform a disconnection and/or reconnection of electric service where no BED engineering work is required that also requires BED lineworkers to pull underground service.

ADVANCED METER OPT-OUT

Customers may choose to have BED provide a meter that does not: (1) use radio or other wireless means for two-way communication between the meter and BED; and (2) records no more information than was recorded by meters in use for billing customers under the applicable BED tariff prior to January 1, 2012. These customers shall notify BED of this opt-out choice by telephone or in person at BED's offices at 585 Pine Street. Customers may choose to have such a meter

Effective: January 1, 2012

Approved: _____ Date: _____

**BURLINGTON ELECTRIC DEPARTMENT
MISCELLANEOUS SERVICE FEES TARIFF**

installed at a later date, or if such a meter has been installed, removed at a later date, in either case at no charge during normal business hours by notifying BED by telephone or in person at BED's offices at 585 Pine Street.

Effective: [January 1, 2012](#)

Approved: _____ Date: _____

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: BED Submitter: Darren Springer

Title/Subject: Update to BED Miscellaneous Service Fees

Approval Requested:

- ☒ Board of Finance
☒ City Council
☐ Both BOF and Council

Meeting Date:

10/21/2025

11/3/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a signoff was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	10/14/2025	Darren Springer
Mayor's Office	Yes	10/16/2025	Erin Jacobsen
Board/Commission	Yes	10/8/2025	Electric Commission
City Attorney's Office for memo and contracts or legal documents	Yes	10/16/2025	Jessica Brown
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	10/16/2025	Jessica Brown
CAO for budget, financing, and memo	Yes	10/16/2025	Katherine Schad
Human Resources, if personnel action or policy	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Resolution Relating to

STRENGTHENING THE RELATIONSHIP BETWEEN THE
CITY ADMINISTRATION, CITY COUNCIL, AND
NEIGHBORHOOD PLANNING ASSEMBLIES (NPAS)

RESOLUTION_____

Sponsor(s): CDNR Committee
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 Council has adopted a resolution that encouraged and supported the
2 establishment of Neighborhood Planning Assemblies in each of the city's wards; and
3 WHEREAS, the Neighborhood Planning Assemblies were intended to be open and accessible to all
4 voters of the city residing in a particular ward; and
5 WHEREAS, the responsibility for organizing the Neighborhood Planning Assemblies was originally
6 delegated to the Community and Economic Development Office (CEDO); and
7 WHEREAS, all residents of a particular ward are considered voting members of the
8 Neighborhood Planning Assembly for that ward; and
9 WHEREAS, each Neighborhood Planning Assembly has developed its own bylaws and meeting
10 operating procedures; and
11 WHEREAS, the Neighborhood Planning Assemblies were established to help provide city residents
12 with information concerning city programs and activities; and
13 WHEREAS, the Neighborhood Planning Assemblies were established to provide advice to the City
14 Council, the various city commissions, and city administration with respect to governmental decisions, the
15 allocation of revenues, and issues facing individual neighborhoods and the city as a whole; and
16 WHEREAS, the priorities, needs, and interests of city residents has evolved over time as the city has
17 grown and developed; and
18 WHEREAS, the City Council frequently considers matters of importance that intersect with the
19 interests and priorities of the Neighborhood Planning Assemblies; and
20 WHEREAS, the City Council and Neighborhood Planning Assemblies have a mutual interest to work
21 together for the benefit of city residents;
22 NOW, THEREFORE, BE IT RESOLVED that the City of Burlington and the Neighborhood
23 Planning Assemblies affirm the following principles:
24 • The NPAs are essential to the civic health of our community.
25 • The NPAs shall be open and accessible to all city residents and shall abide by Open Meeting Law.

STRENGTHENING THE RELATIONSHIP BETWEEN THE CITY
ADMINISTRATION, CITY COUNCIL, AND NEIGHBORHOOD
PLANNING ASSEMBLIES (NPAS)

- The NPAs shall adhere to federal, state, and local laws regarding anti-discrimination, free speech, and accessibility.
- The NPAs shall adhere to the provisions of their bylaws and decisions shall be made in a transparent manner.
- The NPAs shall expend funds allocated to them by the City Council in a manner consistent with the City's terms, conditions, and restrictions.
- The NPAs shall set the terms and conditions for their gatherings and shall determine their agendas and priorities; and

BE IT FURTHER RESOLVED that CEDO or other City office charged with supporting the NPAs shall:

- Develop a standardized process in collaboration with the NPAs by which each NPA can communicate a list of annual priorities to the City Council and City Administration.
- Consult with other relevant city staff to develop easily understood materials that outline the legal requirements of the NPAs.
- Consult with other relevant city staff to review and update these materials as needed but no less than every three calendar years.
- Collaborate with NPAs and other relevant city staff to ensure NPAs understand the legal requirements of the NPAs.
- Include a representative, chosen by the NPAs to serve on hiring committees for staff roles predominantly focused on supporting and liaising with the NPAs; and

BE IT FURTHER RESOLVED that the City Council acknowledges and agrees that:

- The NPAs play an important role in the city's deliberative process.
- The advice and counsel received from residents at NPA meetings is valuable and important to the City's decision-making process.
- Individual City Councilors shall be encouraged to regularly attend NPA meetings in their respective Ward or District; and

BE IT FURTHER RESOLVED that the City Council shall endeavor in good faith to consult with each NPA on:

- Issues that impact NPA governance and structure before proceeding with resolutions and ordinances.
- Issues that disproportionately impact a particular area of the city.
- Matters identified by the NPAs as priorities for the current fiscal year.

Resolution Relating to

**STRENGTHENING THE RELATIONSHIP BETWEEN THE
CITY ADMINISTRATION, CITY COUNCIL, AND
NEIGHBORHOOD PLANNING ASSEMBLIES (NPAS)**

RESOLUTION 6.3

Sponsor(s): CDNR Committee
Introduced: 11/03/25
Referred to: _____
Action: adopted
Date: 11/03./25
Signed by Mayor: 11/04/25

CITY OF BURLINGTON

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20 WHEREAS, the City Council and Neighborhood Planning Assemblies have a mutual interest to work
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23 Planning Assemblies affirm the following principles:
24 • The NPAs are essential to the civic health of our community.
25 • The NPAs shall be open and accessible to all city residents and shall abide by Open Meeting Law.

* * * * *

DISTRIBUTION:

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

ORIGINAL

RESOLUTION RELATING TO

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.....
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Adopted by the City Council

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

..... Clerk

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

..... Mayor

Vol. Page

* * * * *

STRENGTHENING THE RELATIONSHIP BETWEEN THE CITY
ADMINISTRATION, CITY COUNCIL, AND NEIGHBORHOOD
PLANNING ASSEMBLIES (NPAS)

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- The advice and counsel received from residents at NPA meetings is valuable and important to the City's decision-making process.
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BE IT FURTHER RESOLVED that the City Council shall endeavor in good faith to consult with each NPA on:

- Issues that impact NPA governance and structure before proceeding with resolutions and ordinances.
- Issues that disproportionately impact a particular area of the city.
- Matters identified by the NPAs as priorities for the current fiscal year.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
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ORIGINAL

RESOLUTION RELATING TO

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Adopted by the City Council

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

..... Clerk

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

..... Mayor

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* * * * *

- 56 • All development projects that require Major Impact Review.
- 57 • Redistricting and changes to ward boundaries and polling places.
- 58 • Proposed charter changes and ballot questions that appear on the Annual Town Meeting Day ballot.

59

60

61 CDNR/Resolutions 2025/*Strengthening the Relationship Between the City Administration, City Council, and Neighborhood Planning Assemblies*
62 (*NPAs*)
63 10/30/25

* * * * *

DISTRIBUTION:

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

ORIGINAL

RESOLUTION RELATING TO

Strengthening The Relationship Between The City Administration, City Council, And
Neighborhood Planning Assemblies (NPAS)

Adopted by the City Council

November 3, 2025

[Signature] Clerk

Approved Nov 4, 2025

[Signature] Mayor

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Attest:

[Signature]

Lori Olberg
Council and Licensing Coordinator

* * * * *

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, Council and Licensing Coordinator

11/3/2025

	Meeting Date	Type of Document and Title	Action Requested	Updated Next Steps in the Process
1	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.
2	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
3	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
4	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
5	1/27/2025	Resolution: City Council Commitment To Rebuilding And Reconciling With The Burlington Police Department	Mayor to update the City Council	18-Feb-25
6	1/27/2025	Resolution: Establishing A Violation Reporting Incentivization Pilot (VRIP)	referred to the Ordinance Committee, to report back to the City Council; CJC to report back to the City Council and Ordinance Committee	on or before March 24, 2025; by March 10, 2025
7	5/12/2025	Evaluation of Safe-Syringe Programs and the Impact of Syringe Litter in Burlington, Vermont - Board of Health	referred to the CDNR Committee to report back to the Council with any recommended actions on the report, including, but not limited to, any recommended actions related to the Clarke Street needle exchange	on or by September 1, 2025
8	7/14/2025	REIB Proposed Charter Change	referred to the Charter Change Committee	not-specified
9	7/14/2025	Ordinance: An Amendment to Appendix D, Sections 2 and 5, Updating Parks Rules and Regulations	referred to the Parks, Arts and Culture Committee	not-specified
10	9/8/2025	Resolution: Consumer Choice And Disclosure For Fuel Purchases Made With Debit Cards	referred to the Ordinance Committee	not-specified
11	9/8/2025	Resolution: Consumer Choice And Disclosure Of Parking Terms & Rates In Privately Owned Lots	referred to the Ordinance Committee	not-specified
12	9/29/2025	Ordinance: Raising The Mandatory Retirement Age For Class A Employees	referred to the Ordinance Committee	not-specified
13	9/29/2025	Ordinance: Parking Enforcement	referred to the Ordinance Committee	not-specified
14	10/6/2025	Resolution: Financial Disclosure For Local Elected Officials	referred to the Ordinance Committee	not-specified
15	10/21/2025	Resolution: March 3, 2026 Annual City Meeting - Charter Change re: General Fund Tax Fairness (Referral to Charter Change Committee)	referred to the Charter Change Committee	12/1/2025
16	10/21/2025	Resolution: March 3, 2026 Annual City Meeting - Charter Change re: City Council Authority to Pledge Credit of the City (Referral to Charter Change Committee)	referred to the Charter Change Committee	12/1/2025