



City Council

Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Join from PC, Mac, iPad, or Android:

<https://zoom.us/j/93172947248>

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

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******ONLINE closes one hour prior to the beginning of public forum******

Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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 5.6. Designation of Staff to Issue Municipal Tickets - Police and place on the deliberative agenda as item 6.6. (per City Council President Traverse per Councilor Grant)

2. Executive Session (25 mins.)

Subject	2.1. Executive Session to confer with City Attorney's office regarding overdose prevention center
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Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Executive Session (25 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 funding under Act. 178 (2024) for an overdose prevention center, to include the members of the City Council, the City Attorney and her staff, the Mayor and her staff, and the Chief Administrative Officer and her staff.

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

Subject	3.1. Verbal Comments
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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

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

Subject	4.1. Verbal reports
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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 and take the actions indicated
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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

Subject 5.2. Accountability List - CT

Meeting December 1, 2025 - City Council Meeting - Monday, December 1, 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. November 17, 2025 Local Control Commission Meeting Minutes - DFA

Meeting December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Minutes

Recommended Action approve the minutes

Subject 5.4. November 17, 2025 Local Cannabis Control Commission Meeting Minutes - DFA

Meeting December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Minutes

Recommended Action approve the minutes

Subject 5.5. November 17, 2025 Regular City Council Meeting Minutes - DFA

Meeting December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department	Department of Finance and Administration
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	5.6. Designation of Staff to Issue Municipal Tickets - Police **NOW AGENDA ITEM 6.6**
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Police Department
Type	Action (Consent)
Recommended Action	to approve the designation of CSO Ratna Polk as a municipal enforcement officer for purposes of enforcing the Burlington City Ordinances, authorizing CSO Polk to issue civil tickets for violations of the same; and, to further authorize the Burlington Police Department to submit the attached designation form so designating CSO Polk to the Vermont Judicial Bureau, subject to approval as to form by the City Attorney's Office
Subject	5.7. Great Streets Main Street Project Budget Amendment - DPW
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	1. To approve the increase in the Great Streets Main Street by \$559,215.50 for the PCF, Ravine Sewer, and Grant funds; with \$640,000 in TIF Earnings subject to the review and approval by VEPC; for a total increase in the overall project budget of up to \$1,199,215.50. Resulting in the total authorized amount from \$35,391,395.09 to \$36,590,610.59 for the Great Streets Main Street project. 2. To approve the amendment of the Downtown TIF Substantial Change application dated October 6, 2025 to VEPC to include the PCF funds that have been reimbursed to the City. 3. 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.
Subject	5.8. BHS/BTC Project Update - Burlington School District
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Burlington School District

Type	Action (Consent) Information Communication
Recommended Action	waive the reading, accept the communication and place it on file
Subject	5.9. Reclassification of one (1) DPI - Zoning Division Manager as summarized
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Permitting & Inspections
Type	Action (Consent)
Recommended Action	☐ to approve the reclassification of the Department of Permitting and Inspections Zoning Division Manager/Principal Planner a Regular, Full-time Exempt, Non-union Grade 22 step 15 position to Zoning Division Manager/Principal Planner, a Regular, Full- time Exempt, Non-union Grade 24 step 13 position, retroactive to July 1, 2025
Subject	5.10. Communication: Troy Headrick, re: Strong Support for Dormitory Inspection Resolution - Agenda Item 6.4
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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	5.11. UVM Student Tenant Union Testimonials, CC Public Forum 11/17/25
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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	5.12. Burlington Local Health Office Annual Report: 2025
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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 Report
Recommended Action	waive the reading and place the report on file
Subject	5.13. Robert Miller Community Center Energy Improvement and Equipment Replacement Project - BPRW
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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 that the City Council approve and authorize the execution of a contract with Energy Efficient Investments, Inc., for the Robert Miller Community Center Energy Improvement and Equipment Replacement project, in the amount of \$1,325,300, plus a project contingency of \$132,000, for a total authorized contract expenditure including contingency not to exceed \$1,457,300, and to authorize the Director of Parks, Recreation and Waterfront, or designee to execute the contract and any related documents necessary or convenient to effecting the contract or carrying out the project, subject to the review and approval as to form of the City Attorney's Office
Subject	5.14. Innovative Finance and Asset Concession (IFAC) Grant - Spending Authorization - CEDO
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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	1. To approve the increase in the IFAC (USDOT Innovative Finance and Asset Concession) Grant project budget by \$850,000.00, resulting in the total authorized amount increasing from \$150,000.00 to \$1,000,000.00 for the IFAC Grant project supporting the South End Coordinated Redevelopment (SECORD) and Memorial Block initiatives. 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.
Subject	5.15. FIO Documents
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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	5.16. Ordinance: ZA-26-01 (Office of City Planning, Planning Commission)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Planning
Type	Action (Consent) Ordinance - First Reading
Recommended Action	waive the first reading, schedule a public hearing for January 12, 2026, and refer to the Ordinance Committee for a report back to the full City Council no later than its January 12, 2026 meeting
Subject	5.17. Resolution: Authorization For \$1,808,000 Construction Loan From Vermont Drinking Water State Revolving Fund For Upgrade Of Distribution System (Board of Finance)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Public Works Department - Water Resources
Type	Action (Consent) Resolution
Recommended Action	waive the reading and adopt the resolution

6. Deliberative Agenda

Subject	6.1. Authorization to Sign a Cooperation Agreement with HowardCenter Inc. - Mayor's Office (25 mins.)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office
Type	Action
Recommended Action	to authorize the Mayor to execute the agreement and to take all such further actions, and to execute all such further instruments approved as to form by the City Attorney, as may be necessary or convenient to effectuate the transactions contemplated hereby
Subject	6.2. Ordinance: Parking Enforcement (Public Works Commission)(15 mins.)

Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	City Attorney
Type	Action Ordinance - Second Reading
Recommended Action	(1) To waive and approve the second reading of the proposed ordinance amending Chapters 20 and 27 of the Burlington Code of Ordinances. (2) To refer provisions of the ordinance regarding noticing of temporary parking restrictions back to the Ordinance Committee for review and to report back concerning any further recommended actions.
Subject	6.3. Authorization to Execute Cooperative Agreement with Heineberg Senior Center - Mayor's Office (20 mins.)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office
Type	Action
Recommended Action	authorize the Mayor to provide a grant to, and execute a cooperative agreement with, the Heineberg Senior Center, subject to review and approval by the City Attorney's Office; authorize also the Parks and Recreation Department to make all necessary grant payments to the Heineberg Senior Center per the terms of the executed agreement
Subject	6.4. Authorization to Execute Subrecipient Agreement with Vermonters for Criminal Justice Reform (VCJR) - Mayor's Office (35 mins.)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office
Type	Action
Recommended Action	<u>Updated Motion Language at 8 pm, 12/1/25:</u> 1. Authorize the Mayor to execute the subrecipient agreement with VCJR, subject to review and approval by the City Attorney's Office, and subject further to negotiation of a modification of Section 4.d, to read substantially as follows: "Subject to Section 14(a) and all Applicable Laws, including any additional requirements of the Guidelines and the Passthrough Requirements, Provider shall provide reasonable access to the OPC to the Mayor, the Mayor's designee, and members of the City Council upon request to determine compliance with this Agreement. under a policy to be developed in collaboration with the City, pursuant to Section 1.n of the Scope of Work. The City shall provide no less than forty-eight (48) hours prior notice to Provider to access the OPC. The parties further acknowledge that any policies and procedures submitted to the City for review pursuant to Section 1.n of the Scope of Work will be

delivered both to the Mayor and/or the Mayor's designee and the City Council."

2. Authorize the Chief Administrative Officer to make all necessary amendments to the approved budget to reflect the execution of the subrecipient agreement.

3. Designate the Board of Health to collaborate with the City and the OPC Provider in developing a plan for addressing community concerns related to the OPC operated pursuant to the Subrecipient Agreement, in an advisory capacity to the City Council.

Updated Motion Language:

1. Authorize the Mayor to execute the subrecipient agreement with VCJR, subject to review and approval by the City Attorney's Office, and subject further to negotiation of a modification of Section 4.d, to read substantially as follows:

"Subject to Section 14(a) and all Applicable Laws, including any additional requirements of the Guidelines and the Passthrough Requirements, Provider shall provide reasonable access to the OPC to the Mayor and/or the Mayor's designee upon request to determine compliance with this Agreement. Members of the City Council shall be provided reasonable access to the OPC under a policy to be developed in collaboration with the City, pursuant to Section 1.n of the Scope of Work. The City shall provide no less than forty-eight (48) hours prior notice to Provider to access the OPC."

2. Authorize the Chief Administrative Officer to make all necessary amendments to the approved budget to reflect the execution of the subrecipient agreement.

3. Designate the Board of Health to collaborate with the City and the OPC Provider in developing a plan for addressing community concerns related to the OPC operated pursuant to the Subrecipient Agreement, in an advisory capacity to the City Council.

Original Motion Language:

Authorize the Mayor to execute the subrecipient agreement with VCJR, subject to review and approval by the City Attorney's Office.

Authorize the Chief Administrative Officer to make all necessary amendments to the approved budget to reflect the execution of the subrecipient agreement.

Subject	6.5. City of Burlington 2026 Legislative Priorities - Mayor's Office (20 mins.)
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Deliberative Agenda
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Department	Mayor's Office
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Type	Information Discussion
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Recommended Action

Subject	6.6. Designation of Staff to Issue Municipal Tickets - Police **WAS CONSENT AGENDA ITEM 5.6**
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Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	6. Deliberative Agenda
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Department	Police Department
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Type	Action
Recommended Action	to approve the designation of CSO Ratna Polk as a municipal enforcement officer for purposes of enforcing the Burlington City Ordinances, authorizing CSO Polk to issue civil tickets for violations of the same; and, to further authorize the Burlington Police Department to submit the attached designation form so designating CSO Polk to the Vermont Judicial Bureau, subject to approval as to form by the City Attorney's Office

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	December 1, 2025 - City Council Meeting - Monday, December 1, 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	December 1, 2025 - City Council Meeting - Monday, December 1, 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	December 1, 2025 - City Council Meeting - Monday, December 1, 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	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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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	December 1, 2025 - City Council Meeting - Monday, December 1, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information