



**BURLINGTON BOARD OF FINANCE  
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR  
MINUTES OF MEETING  
January 26, 2026**

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## **1. Agenda**

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### **1. Agenda**

Mayor Mulvaney-Stanak convened the meeting at 5:02 pm.

Members present: Mayor Mulvaney-Stanak, Councilors Barlow and Carpenter (all in person); City Council President Traverse, Councilor Neubieser and CAO Schad (all online)

Other present: City Attorney Brown (online)

**Subject**

**1.1. Motion to adopt agenda**

Meeting

January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

1. Agenda

Department

Council and Board

Type

Action  
Procedural

Recommended Action      Motion to adopt agenda

1.1. Motion to adopt agenda

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

## **2. Public Forum**

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### **2. Public Forum**

**Subject**

**2.1. Verbal Comments**

Meeting

January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

2. Public Forum

Department

Council and Board

Type

Action  
Procedural

Recommended Action    open Public Forum  
                                  close Public Forum

2.1. Verbal Comments  
Sharon Bushor

### **3. Consent Agenda**

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#### **3. Consent Agenda**

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

Meeting                            January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category                            3. Consent Agenda

Department                        Council and Board

Type                                Action (Consent)  
  Procedural

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

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

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

**Subject**                            **3.2. January 20, 2026 Board of Finance Meeting Minutes - DFA**

Meeting                            January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category                            3. Consent Agenda

Department                        Department of Finance and Administration

Type                                Action (Consent)  
  Information  
  Minutes

Recommended Action    approve the minutes

3.2. January 20, 2026 Board of Finance Meeting Minutes - DFA

**Subject**                            **3.3. Harlem Knights Meets Roaring Twenties - REIB**

Meeting                            January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category                            3. Consent Agenda

Department                        Racial Equity, Inclusion, & Belonging (REIB)

Type Action (Consent)

Recommended Action to approve and authorize the Director of the Racial Equity, Inclusion, and Belonging Office and the Chief Administrative Officer to issue a sponsorship grant in the amount of \$2,000 to Hip Hop For Flood Relief to support the Harlem Knights Meets the Roaring Twenties event from the Community Celebrations GL

3.3. Harlem Knights Meets Roaring Twenties - REIB

## **4. Deliberative Agenda**

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### **4. Deliberative Agenda**

**Subject** **4.1. Resolution: Authorization For Burlington Electric Department Revenue Bonds For Net Zero Energy & Grid Reliability Projects - Electric**

Meeting January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Burlington Electric Department

Type Action  
Resolution

Recommended Action to waive the reading and recommend that the City Council adopt the resolution

4.1. Resolution: Authorization For Burlington Electric Department Revenue Bonds For Net Zero Energy & Grid Reliability Projects - Electric

**Subject** **4.2. Creation of OPC Grant and Project Manager Limited Service Position - Mayor**

Meeting January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action move to approve and recommend that the City Council approve the creation of the following position: OPC Grant and Project Manager, a Limited Service, Part-Time (30 hours per week), Exempt, Non-union, Grade 20 position

4.2. Creation of OPC Grant and Project Manager Limited Service Position - Mayor  
Motion made by Councilor Carpenter, seconded by Councilor Barlow, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.3. Request for Job Description Updates and Position Reclassifications Department of Finance and Administration**

Meeting January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category	4. Deliberative Agenda
Department	Department of Finance and Administration
Type	Action
Recommended Action	<p>1. To approve and recommend that the City Council approve the following position reclassifications: a. Reclassification of one (1) Accounting Assistant I – Accounts Payable, nonexempt, full-time, AFSCME position, grade 14, to grade 15; b. Reclassification of one (1) Lead Accounts Payable Analyst, non-exempt, full-time, AFSCME position, grade 14, to grade 16; c. Reclassification of one (1) Grants &amp; Finance Specialist, non-exempt, full-time, AFSCME position, grade 16, to grade 18; d. Reclassification of one (1) Grants Associate &amp; Philanthropy Advisor, non-exempt, full-time, AFSCME position, grade 15, to grade 16; e. Reclassification of one (1) Billing &amp; Admin Accountant, non-exempt, full-time, AFSCME position, grade 17, to one (1) Sr. Accountant, exempt, full-/part-time, non-union position, grade 18; and f. Reclassification of one (1) NPA Engagement Specialist, part-time, non-exempt, AFSCME position, grade 14, to a full-time position, grade 14. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to make such amendments to the FY26 Budget as may be necessary or convenient to effectuate the foregoing staff reorganization, in substantial conformance with the information outlined in the staff report, for a total FY 26 impact of \$26,795.70.</p>

4.3. Request for Job Description Updates and Position Reclassifications Department of Finance and Administration

Motion made by Councilor Barlow, seconded by Councilor Carpenter, to postpone this agenda item to the February 9, 2026 Board of Finance Meeting. Motion passed unanimously.

## 5. Adjournment

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### 5. Adjournment

<b>Subject</b>	<b>5.1. Motion to adjourn</b>
Meeting	January 26, 2026 - Board of Finance Meeting - Monday, January 26, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
5.1. Motion to adjourn	
Mayor Mulvaney-Stanak adjourned the meeting at 5:23 pm.	