



**BURLINGTON BOARD OF FINANCE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
February 17, 2026**

1. Agenda

1. Agenda

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

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

Others present: Colby Delaire (AFSCME), Lee Perry, Chapin Spencer, City Attorney Brown, Interim COS Alnasrawi, Bruce Britch, Corey Mims, Darren Springer and Emily Stebbins-Wheelock

Subject

1.1. Motion to adopt agenda

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 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 City Council President Traverse, seconded by Councilor Carpenter, to adopt the agenda as presented. Motion passed unanimously.

2. Public Forum

2. Public Forum

Subject

2.1. Verbal Comments

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 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

Eliana Fox: DPW Commissioner

Bruce Britch: fleet maintenance worker

Sharon Bushor: excellent audit report/timely entry of journals-how big is prob? has it been improving?/value city - provided recycling service

3. Consent Agenda

3. Consent Agenda

Subject **3.1. Motion to adopt the consent agenda and take the actions indicated**
Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 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 City Council President Traverse, seconded by Councilor Barlow, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject **3.2. February 9, 2026 Board of Finance Meeting Minutes - DFA**
Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 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. February 9, 2026 Board of Finance Meeting Minutes - DFA

Subject **3.3. Church Street and Love Burlington Giveaway Prizes January - December 2026 - CEDO**
Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve and authorize Samantha McGinnis, Church Street Marketplace Director/Assistant Director CEDO, to accept and distribute donated gifts over \$50.00 and under \$500.00 for the purpose of marketing and giveaways during the 2026 calendar year

3.3. Church Street and Love Burlington Giveaway Prizes January - December 2026 - CEDO

Subject 3.4. 2026 VTRANS Certificate of Highway Mileage - DPW

Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve and recommend that the City Council accept the recorded mileage for the City of Burlington with the Vermont Agency of Transportation in the 2026 Highway Mileage Certificate, and authorize Chapin Spencer, Director of Public Works, to execute the certificate on behalf of City Council 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

3.4. 2026 VTRANS Certificate of Highway Mileage - DPW

4. Deliberative Agenda

4. Deliberative Agenda

Subject 4.1. Acceptance and use of Congressionally Directed Spending for Post Building Fit-up - CEDO

Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Community & Economic Development Office (CEDO)

Type Action

Recommended Action To approve and recommend to City Council for approval the following: 1) Retroactive approval to receive federal grant funds in the amount of \$300,000 from Congressionally Directed Spending through the Byrne Discretionary Grant Program.
2) A lease amendment to effectuate the transfer of \$300,000 with Champlain Housing Trust or its subsidiary to assist in the City-owned fit-up of the commercial space at 782 South Winooski Avenue (also known as the Post Apartments).

3) To allow the Chief Administrative Officer and her staff to make a \$300,000 budget adjustment to bring the CDS grant funds into the FY26 budget.

4.1. Acceptance and use of Congressionally Directed Spending for Post Building Fit-up - CEDO
Motion made by Councilor Carpenter, seconded by Councilor Barlow, to approve the motion as presented. Motion passed unanimously.

Subject

4.2. Request for Exemption from the City's Livable Wage Ordinance requirement for Paid Vacation - Burlington Lead Program

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

4. Deliberative Agenda

Department

Community & Economic Development Office (CEDO)

Type

Action

Recommended Action

to approve and refer to City Council for approval that the Burlington Lead Program be allowed to solicit bids from and contract out with JM Environmental with a waiver of the paid vacation portion of the livable wage ordinance

4.2. Request for Exemption from the City's Livable Wage Ordinance requirement for Paid Vacation - Burlington Lead Program

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

Subject

4.3. 7-Year Plan for Residential Recycling Collection & Consolidated Collection Study - DPW

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

4. Deliberative Agenda

Department

Public Works Department

Type

Action
Resolution

Recommended Action

To approve the attached resolution and recommend that the City Council waive the reading and adopt the resolution.

4.3. 7-Year Plan for Residential Recycling Collection & Consolidated Collection Study - DPW

Motion made by Councilor Barlow, seconded by City Council President Traverse, to approve the motion as presented. Motion passed 4:1 (no: Councilor Neubieser)

Subject

4.4. CY26 Paving Contract - Authorization to Award - DPW

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

4. Deliberative Agenda

Department

Public Works Department

Type Action

Recommended Action 1. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds from the above-referenced funding sources, as further detailed in the attached CY26 paving project budget, in the amount of \$1,517,155.6 , with an additional \$187,844.4 in contingency funds, equaling a total authorized expenditure of \$1,705,000.00 for the RE: CY26 Paving Contract February 17, 2026 projected construction costs to complete the CY26 Paving project.
2. To approve and recommend the City Council authorize the Director of Public Works, or their designee, to execute a construction contract with Pike Industries Inc. for the CY26 Paving project in the amount of \$1,517,155.6 , with an additional \$187,844.4 in contingency funds, equaling a total authorized expenditure of \$1,705,000.00, subject to the final review and approval by the Office of the City Attorney.

4.4. CY26 Paving Contract - Authorization to Award - DPW

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

Subject 4.5. Supplemental Resolution No. 20 To The General Bond Resolution Adopted By The Board of Electric Commissioners On October 7, 1981, As Amended - BED

Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 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

4.5. Supplemental Resolution No. 20 To The General Bond Resolution Adopted By The Board of Electric Commissioners On October 7, 1981, As Amended - BED

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

5. Presentation of Draft Audit Results

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Subject 5.1. Presentation of Draft Audit Results

Meeting February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 5. Presentation of Draft Audit Results

Department Department of Finance and Administration

Type Information
Presentation

5.1. Presentation of Draft Audit Results

Alina Korsak, managing director/lead auditor and Brad Kukenberger, director of finance, spoke to this agenda item.

6. Adjournment

6. Adjournment

Subject

6.1. Motion to adjourn

Meeting

February 17, 2026 - Board of Finance Meeting - Tuesday, February 17, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

6. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

6.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 6:09 pm.