BURLINGTON BOARD OF FINANCE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
March 23, 2026

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 4:33 pm.
Members present: Councilors Barlow, Carpenter, City Council President Traverse and Mayor Mulvaney-Stanak (all in person); CAO Schad

Subject	**1.1. Motion to adopt agenda**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

1.1. Motion to adopt agenda
Motion made by Councilor Barlow, 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	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board
Type	Action Procedural

Recommended Action	open Public Forum close Public Forum

2.1. Verbal Comments
Sharon Bushor: 1) College Street ARPA money left?; 2) TOF consent items - how is TIF tracking? generating money to repay?

3. Consent Agenda

3. Consent Agenda

Subject	**3.1. Motion to adopt the consent agenda and take the actions indicated**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated

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

Subject	**3.2. March 9, 2026 Board of Finance Meeting Minutes - DFA**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Department of Finance and Administration
Type	Information Minutes Action (Consent)
Recommended Action	approve the minutes

3.2. March 9, 2026 Board of Finance Meeting Minutes - DFA

Subject	**3.3. FY25 City of Burlington TIF District Reports to the Vermont Economic Progress Council (VEPC)**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Community & Economic Development Office (CEDO)

Type	Action (Consent) Information Report
Recommended Action	to accept the staff report

3.3. FY25 City of Burlington TIF District Reports to the Vermont Economic Progress Council (VEPC)

4. FY27 General Fund Budget Presentation

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Subject	**4.1. FY27 General Fund Budget Presentation - Mayor/DFA**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. FY27 General Fund Budget Presentation
Department	Mayor's Office
Type	Discussion Information Presentation

4.1. FY27 General Fund Budget Presentation - Mayor/DFA

5. Deliberative Agenda

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Subject	**5.1. Advanced Life Support Intercepts - Fire**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Deliberative Agenda
Department	Fire Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize for the Burlington Fire Department (BFD) to bill transporting EMS agencies for Advanced Life Support (ALS) intercept services provided at the approved EMS District 3 contract rate for such services, and to authorize the Chief Engineer to execute reimbursement agreements with agencies requesting such services, subject to review and approval as to form by the City Attorney’s office

5.1. Advanced Life Support Intercepts - Fire
Motion made by Councilor Carpenter, seconded by Councilor Barlow, to approve the motion as presented. Motion passed unanimously.

Subject	**5.2. Request for Creation of Position and Job Description Department of Parks, Recreation & Waterfront - BPRW**

Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	1. To approve and recommend that the City Council approve creation of one (1) Recreation Manager: Leddy Arena and Sports, a regular, full-time, non-union, exempt, grade 20 position in the Department of Parks, Recreation, and Waterfront. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer or designee to make such amendments and transfers of funds to the FY26 Budget as may be necessary or convenient to effect the foregoing position creation, in substantial conformance with the information outlined in the above staff report, for a budget neutral fiscal year impact.

5.2. Request for Creation of Position and Job Description Department of Parks, Recreation & Waterfront - BPRW

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

Subject	**5.3. Creation of two new CEDO positions within the CJC - CEDO/CJC**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Deliberative Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action
Recommended Action	to approve and recommend that the City Council approve the creation of two Reentry Coordinator positions within CEDO, a Regular Service, Full-time, Union, Grade 16, position

5.3. Creation of two new CEDO positions within the CJC - CEDO/CJC

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

Subject	**5.4. Award of College Street Outfall and Stormwater Separation Feasibility Study Contract - DPW - Water Resources**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action

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 $410,546 for the College Street Outfall and Stormwater Separation Feasibility Study project, subject to the review by the City Attorney. 2. To approve and authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments in substantial conformance with this request.

5.4. Award of College Street Outfall and Stormwater Separation Feasibility Study Contract - DPW - Water Resources

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

6. Adjournment

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Subject	**6.1. Motion to adjourn**
Meeting	March 23, 2026 - Board of Finance Meeting - Monday, March 23, 2026, 4:30 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 5:40 pm.