



Board of Finance

Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

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1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 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

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 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

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 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
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Subject	3.2. June 1, 2026 Board of Finance Meeting Minutes - C/T
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 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
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Subject	3.3. Authorization to Execute Wholesale Water Sales Agreement with Colchester Fire District 2 - DPW - Water Resources
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category	3. Consent Agenda
Department	Public Works Department - Water Resources
Type	Action (Consent)

Recommended Action	to approve and recommend that the City Council authorize the Director of Public Works to execute the "Water Sales Agreement" between the City of Burlington and Fire District No. 2, subject to the final review and approval of the City Attorney
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Subject **3.4. Livable Wage Rates for FY 2027 - C/T**
Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category 3. 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 **3.5. Security Services for City Hall FY27 Contract Extension - HR**
Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category 3. Consent Agenda
Department Human Resources
Type Action (Consent)
Recommended Action to approve and recommend that the City Council approve and authorize the exercising of the City's second one-year renewal option under its service agreement with Chocolate Thunder for City Hall security services for a total approved FY 2027 amount not to exceed \$206,000, and further authorize the Chief Administrative Officer or designee to execute a contract amendment and all documents necessary or convenient to carrying out the same, subject to final review and approval as to form by the City Attorney's Office

Subject **3.6. FY25 City of Burlington Waterfront TIF District Recertified Report to VEPC - CEDO**
Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 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

Subject **3.7. Request to execute a lease amendment with Hangar Condominium Association Inc. - Airport**
Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category 3. Consent Agenda
Department Patrick Leahy Burlington International Airport

Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute a lease amendment with the Hangar Condominium Association, extending the current lease for certain premises at the Patrick Leahy Burlington International Airport through August 31, 2028 with an optional ten-year renewal term at the City's discretion, for an annual rent payment in the amount of \$24,865 such payment to increase according to the Customer Price Index annually, subject to final review and approval as to form 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
Subject	3.8. Request to execute a lease with Pratt & Whitney Engine Services, Inc. — Airport
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Patrick Leahy Burlington International Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute an aeronautical facility lease at the Patrick Leahy Burlington International Airport with the Pratt & Whitney Engine Services, Inc, for a 10 year initial term, with two 5 year renewal terms at the City's option, for an annual rental payment of \$281,436.40, subject to final review and approval as to form 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
Subject	3.9. Request to execute a lease with The Jones Payne Group, Inc. — Airport
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Patrick Leahy Burlington International Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute a lease of the City building located at 481 White Street for a two year term with a one year extension at the City's option, with The Jones Payne Group, Inc., for an annual cost of \$9,060, and a 2.5% annual increase on the anniversary of the Effective Date, subject to final review and approval as to form 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
Subject	3.10. Request to execute contracts with Strong Tower Inc. (ST) for the construction improvements to 39 housing units for Bid 1 and Jones Payne Group Inc. (JPG) for the construction oversight services for approximately 58 housing units including Bid 1 and pending Bid 2 of the Airport's Residential

**Sound Insulation Program (RSIP), funded by the Office of Local Defense
Community Cooperation (OLDCC) - Airport**

Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Patrick Leahy Burlington International Airport
Type	Action (Consent)
Recommended Action	<p>1. To approve and recommend that the City Council authorize the Director of Aviation to execute a contract agreement with Strong Tower Construction, Inc. for up to \$4,506,801.00 with a 10% contingency, for a total approved amount up to \$4,957,481.00 for the construction improvements for 39 housing units by the OLDCC funded Residential Sound Insulation Program, and any other related documents necessary or convenient to carry out the project, subject to review and approval as to form by City Attorney's Office.</p> <p>2. To approve and recommend that the City Council authorize the Director of Aviation to execute a contract agreement with Jones Payne Group, Inc. for up to \$1,151,233.00 with a 10% contingency, for a total approved amount up to \$1,266,356.00 for the construction oversight services for improvements for approximately 58 housing units by the OLDCC funded Residential Sound Insulation Program, and any other related documents necessary or convenient to carry out the project subject to review and approval as to form by City Attorney's Office.</p>

4. Deliberative Agenda

Subject	4.1. Traffic Workgroup Reorganization - DPW - Parking Services Division
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize: <ul style="list-style-type: none">1. The reclassification of the Traffic Maintenance Worker position from a Full-time, Non-exempt, AFSCME, Grade 14 position to the Traffic Technician I, a Full-time, Non-exempt, AFSCME, Grade 14 position, and the Traffic Technician II position, a Full-time, Non-exempt, AFSCME, Grade 16 position and the Traffic Technician III position, a Full-time, Non-exempt, AFSCME, Grade 17 position.2. The reclassification of the Working Foreperson position from a Full-time, Non-exempt, AFSCME, Grade 16 position to the Working Foreperson, a Full-time, Non-exempt, AFSCME, Grade 18 position.3. Approve and Authorize the Director of Public Works to execute a Memorandum of Agreement between AFSCME Local #1343 and the City of Burlington Regarding the Upward Tiering for Department of Public Works Traffic Division, which memorializes incumbent employee classifications during the initial tiering implementation.

Subject	4.2. Fletcher Free Library Transformational Remodeling Project Dore + Whittier Contract – Second Contract Amendment for Design Development (DD) and Construction Documents (CD)
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Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Fletcher Free Library
Type	Action
Recommended Action	to approve and recommend that the City Council approve the execution of a contract amendment with Dore + Whittier Architects for professional services related to Design Development and Construction Documents for the Fletcher Free Library Transformation Project, in an amount not to exceed \$2,792,961 and amend the maximum limiting amount of the overall contract from \$213,000 to \$3,005,961.00, funded by the Friends of the Fletcher Free Library, and to authorize the Director of the Fletcher Free Library to execute the contract and any related documents upon final review and approval by the City Attorney's Office
Subject	4.3. Extension of Letter of Agreement between City of Burlington and University of Vermont - C/T
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Department of Finance and Administration
Type	Action
Recommended Action	to approve and recommend that the City Council approve a one-year extension to the Letter of Agreement between the City of Burlington and University of Vermont dated June 24, 2019
Subject	4.4. Approval to Execute Master Lease - C/T
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Department of Finance and Administration
Type	Action
Recommended Action	to approve and recommend that the City Council authorize Katherine Schad, Chief Administrative Officer, or designee to execute a Tax-Exempt Lease Purchase with BankFunding, LLC for the amount \$2,733,763 with an annual payment of \$443,846 to be paid out of Wastewater and Airport Budgets within the approved Fiscal year 2026 Budgets subject to review by counsel and to authorize Katherine Schad to take such further actions, and to execute such further instruments approved as to form by counsel, as may be necessary or convenient to effectuate the transactions contemplated hereby
Subject	4.5. Resolution: Approving The Issuance Of Grant Anticipation Notes For The Costs Of Airport Improvement Projects - C/T
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Department of Finance and Administration

Type Action
Resolution

Recommended Action to approve, and recommend that Council approve, the attached resolution

Subject 4.6. Resolution: Approving The Issuance Of A Grant Anticipation Note For The Costs Of Certain City Capital Improvement Projects - C/T

Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Department of Finance and Administration

Type Action
Resolution

Recommended Action to approve, and recommend that Council waive the reading and approve, the attached resolution

Subject 4.7. Cherry Street Water Distribution Improvements – Step III DWSRF Loan Application & Cherry Street Sewer Collection Improvements – Step III CWSRF Loan Amendment - DPW - Water Resources

Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department - Water Resources

Type Action
Resolution

Recommended Action

1. To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing a Step III \$2,033,000 loan from the Vermont Drinking Water State Revolving Fund for the construction of the Cherry Street Water Distribution Improvements as more specifically set forth in the attached resolutions.
2. To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing a Step III \$2,604,600 loan amendment from the Vermont Clean Water State Revolving Fund for the construction of the Cherry Street Sewer Collection Improvements as more specifically set forth in the attached resolutions.

5. FY27 Mayor's Budget

Subject 5.1. Resolution: Annual Appropriation And Budget For Fiscal Year Beginning July 1, 2026, And Ending June 30, 2027

Meeting June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 5. FY27 Mayor's Budget

Department	Mayor's Office
Type	Action Resolution
Recommended Action	to approve and recommend that the City Council adopt the attached resolution
Subject	5.2. Resolution: Annual Tax Assessments On The Property Grand List Of The City For The Fiscal Year Beginning July 1, 2026 And Ending June 30, 2027
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 2026, 4:30 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. FY27 Mayor's Budget
Department	Mayor's Office
Type	Action Resolution
Recommended Action	to approve and recommend that the City Council adopt the attached resolution

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	June 15, 2026 - Board of Finance Meeting - Monday, June 15, 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