Board of Finance

Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

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1. Agenda

Subject	**1.1. Motion to adopt agenda**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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

2. Public Forum

Subject	**2.1. Verbal Comments**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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

3. Consent Agenda

Subject	**3.1. Motion to adopt the consent agenda and take the actions indicated**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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

Subject	**3.2. July 13, 2026 Board of Finance Meeting Minutes — C/T**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Department of Finance and Administration
Type	Action Information Minutes
Recommended Action	approve the minutes

Subject	**3.3. Regular Schedule of Board of Finance Meetings From September 14, 2026 to February 8, 2027 - C/T**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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
Recommended Action	to approve the above list of meetings through February 8, 2027

Subject	**3.4. Authorization of Sale of Surplus SCBA Equipment to the Hampton Volunteer Fire Company, Inc. — Fire**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Fire Department
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve and authorize the sale of 10 (ten) Self Contained Breathing Apparatus (SCBA) units, currently held as capital assets for use by the Burlington Fire Department, and as more particularly described in Attachment A, to the Hampton Volunteer Fire Company, Inc., for a total purchase price of $17,500, and to further authorize the Chief Engineer to execute a bill of sale memorializing the transaction, and any other documents necessary or convenient to effecting such transaction, subject to the review and approval as to form by the City Attorney's Office
Subject	**3.5. Request for approval to sign a utility easement with Green Mountain Power - Airport**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 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 grant an electrical utility easement to Green Mountain Power a upon the identified Easement Area on Eagle Drive in South Burlington, Vermont, and authorize the Mayor of Burlington to execute an easement deed, and any related documents necessary or convenient to effect the easement, subject to final review and approval as to form by the City Attorney's Office

4. Deliberative Agenda

Subject	**4.1. CEDO Community Justice Center — Reclassification of one position from Grade 14 to Grade 15 — CEDO/CJC**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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	move to approve and recommend that the City Council approve the reclassification of the following position: ☐ A Data, Communications and Operations Specialist, from a Regular Service, Full-Time, Non-Exempt, AFSCME, Grade 14 position to a Regular Service, Full-Time, Non-Exempt, AFSCME, Grade 15 position
Subject	**4.2. Downtown Garage Capital Repair Contract Approval — DPW - Division of Parking and Traffic**

Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 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 the Director of the Department of Public Works to sign a contract with Structural Preservation Systems and any other related documents necessary or convenient to effect the transaction, in the amount of $339,262, plus a contingency of $50,000 for a total authorization project expenditure amount not to exceed $389,262 to complete work in the Westlake Garage and the College Street Garage, subject to the final review and approval as to form by the City Attorney’s Office
Subject	**4.3. Five-Year Authorization to Extend Fines for Food Program — DPW — Division of Parking and Traffic**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 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 the Director of the Department of Public Works to make a charitable donation to Feeding Champlain Valley in an amount equal to one-half of revenues received from delinquent parking ticket during the period of December 1 through December 31, for the years 2026 through 2030
Subject	**4.4. Reclassification and Retitling of One (1) Of three (3) Existing Right Of Way Working Foreperson Positions to a Right of Way Operation Lead position — DPW**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to recommend that City Council approve the: • reclassification and retitle of one (1) existing Right of Way Working Foreperson position, a Regular, Full-time, Non-Exempt, AFSCME, Grade 16 position to the Right of Way Operations Lead, a Regular, Full-Time, Non-Exempt, AFSCME, Grade 19, role in the Street Maintenance Division
Subject	**4.5. Authorization to Execute the Design Contract Amendment No. 1 — Queen City Park Road Sidepath Design Contract — DPW**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	to approve and authorize the Director of Public Works, or their designee, to execute a contract amendment with Hoyle Tanner & Associates, Inc. to increase their design contract for the Queen City Park Road Sidepath Project by $33,681, with an additional $10,000 in contingency funds, equaling a new total authorized expenditure of $257,926, and to further authorize the director of public works to execute any necessary future amendments using up to this contingency amount, subject to the final review and approval by the Office of the City Attorney
Subject	**4.6. Water Resources Drinking Water Personnel Reorganization — Distribution Operations Lead and Tiering for the Water Treatment Plant workgroup — DPW/Water Resources**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	1. To recommend that the City Council approve the: ☐ Reclassification and retitling of a Distribution Working Foreperson, a Regular, Full-time, Non-Exempt, AFSCME, Grade 17 position to the Distribution Operations Lead, a Regular, Full-time, Non-Exempt, AFSCME, Grade 19 position. ☐ Immediate reclassification and retitling of two currently vacant Water Plant Operator, Full-time, Non- Exempt, AFSCME, Grade 17 positions to the tiered Drinking Water Production Technician In Training/I/II/III as follows: o Drinking Water Production Technician In Training, a Regular, Full-time, Non-Exempt, AFSCME, Grade 15, the first of four tiers for this position; and, o Drinking Water Production Technician I, a Regular, Full-time, Non-Exempt, AFSCME, Grade 17, the second of four tiers for this position; and, o Drinking Water Production Technician II, a Regular, Full-time, Non-Exempt, AFSCME, Grade 18, the third of four tiers for this position. o Drinking Water Production Technician III, a Regular, Full-time, Non-Exempt, AFSCME, Grade 18, the fourth of four tiers for this position. ☐ Reclassification and retitling of three currently occupied, legacy Water Plant Operator and three currently occupied, legacy Water Plant Mechanic positions (Regular, Full-time, Non-exempt, AFSCME, Grade 17) to the tiered Drinking Water Production Technician In Training/I/II/III as described above, upon future vacancy of the position(s) or upon the voluntary election of the incumbent(s) to tier up as qualified, whichever occurs first.

5. Adjournment

Subject	**5.1. Motion to adjourn**
Meeting	August 3, 2026 - Board of Finance Meeting - Monday, August 3, 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