



**BURLINGTON BOARD OF FINANCE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
September 14, 2026**

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 5:04 pm.

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

Member absent: Councilor Barlow

Subject

1.1. Motion to adopt agenda

Meeting

September 14, 2026 - Board of Finance Meeting - Monday, September 14, 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 Carpenter, seconded by City Council President Traverse, to adopt the agenda as presented. Motion passed unanimously.

2. Public Forum

2. Public Forum

Subject

2.1. Verbal Comments

Meeting

September 14, 2026 - Board of Finance Meeting - Monday, September 14, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category

2. Public Forum

Department

Council and Board

Type

Action
Procedural

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve and recommend that the City Council approve the acceptance of the State of Vermont Grant Award #02100-FY27-CN, in the amount of \$1,274,268, which will continue the offering of court diversion and pretrial services being provided by the CJC to June 30, 2027, subject to final review and approval of the City Attorney, and to authorize the CEDO Director to sign the grant agreement, and to take such further actions or to execute such further instruments as may be necessary or convenient to effectuate the transactions contemplated hereby

3.3. Court Diversion Grant #02100-FY27-CN - CEDO/CJC

Subject 3.4. Budget Amendment to Move Funds - REIB

Meeting September 14, 2026 - Board of Finance Meeting - Monday, September 14, 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 move to approve and recommend the City Council approve the budget amendment to the Community Celebrations GL for the purposes described herein and authorize the Director of the Racial Equity Inclusion and Belonging Office and the Chief Administrative Officer to initiate a budget amendment in the amount of \$5,000 to support the payment towards the Richard Kemp Center from the Special Projects/Emerging Needs GL to the Community Celebrations GL, all subject to the review and approval of the Chief Administrative Officer or designee

3.4. Budget Amendment to Move Funds - REIB

Subject 3.5. Budget Amendment to Move Funds—Back To School Event — REIB

Meeting September 14, 2026 - Board of Finance Meeting - Monday, September 14, 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 move to approve and recommend the City Council approve the budget amendment to the Community Celebrations GL for the purposes described herein and authorize the Director of the Racial Equity Inclusion and Belonging Office and the Chief Administrative Officer to initiate a budget amendment in the amount of \$500 to support the payment towards the Back to School Event from the Special Projects/Emerging Needs GL to the Program Delivery GL, all subject to the review and approval of the Chief Administrative Officer or designee

3.5. Budget Amendment to Move Funds—Back To School Event — REIB

4. Deliberative Agenda

4. Deliberative Agenda

Subject	4.1. FY27 Vehicle Purchase and Sales Recommendation — Fleet Committee
Meeting	September 14, 2026 - Board of Finance Meeting - Monday, September 14, 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 the City Council approve the proposed FY27 Fleet Purchasing List as detailed in Attachment A vehicle replacement list and authorize the Director of the Department of Public Works to purchase the vehicles listed therein, for a total authorized expenditure in an amount not to exceed \$1,974,788.00. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or her designee, to effectuate necessary budget amendments and transfers of funds to support the purchase of vehicles per the FY27 Fleet Purchasing List (Attachment A). 3. To approve and recommend that the City Council authorize the Director of the Department of Public Works or designee to dispose of the FY27 replaced vehicles/equipment through any of the following means, as they shall in their reasonable judgement determine to be in the City's best interest, 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; auction the vehicles/equipment through any of various online public auctions; by trade-in where vehicle/equipment is being purchased; or, if the vehicle is of no value to the vendor, Fleet Maintenance will have the vehicle/equipment, hauled away for scrap at the current market price. 4.1. FY27 Vehicle Purchase and Sales Recommendation — Fleet Committee Motion made by Councilor Carpenter, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

Subject	4.2. FY26 Gross Receipts Report
Meeting	September 14, 2026 - Board of Finance Meeting - Monday, September 14, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Department of Finance and Administration
Type	Discussion Information Report

4.2. FY26 Gross Receipts Report

5. Executive Session Regarding Potential Litigation Settlement

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Subject	5.1. Executive Session Regarding Potential Litigation Settlement - Presenters: Kim Sturtevant, Assistant City Attorney, Director of Litigation; Kara Alnasrawi, Director CEDO; Laura Wheelock, City Engineer, DPW
Meeting	September 14, 2026 - Board of Finance Meeting - Monday, September 14, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Executive Session Regarding Potential Litigation Settlement
Department	City Attorney
Type	Action Procedural
Recommended Action	Motion 1: Move that the Board find that premature general public knowledge of legal advice and information concerning the details of pending litigation to which the City is a party or has a stated interest would clearly place the City at a substantial disadvantage; Motion 2: Based upon that finding, move that the Board go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), in pending civil litigation matters, 1 VSA §313(a)(1)(E).

5.1. Executive Session Regarding Potential Litigation Settlement - Presenters: Kim Sturtevant, Assistant City Attorney, Director of Litigation; Kara Alnasrawi, Director CEDO; Laura Wheelock, City Engineer, DPW
Motion made by City Council President Traverse, seconded by Councilor Carpenter, to go into Executive Session moving both motions.

Motion made by City Council President Traverse, seconded by Councilor Neubieser, to exit Executive Session.

6. Adjournment

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Subject	6.1. Motion to adjourn
Meeting	September 14, 2026 - Board of Finance Meeting - Monday, September 14, 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 5:57 pm.	