



Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

5:00 pm, Bushor Conference Room, 1st Floor City Hall OR Remotely via ZOOM:

Please click the link below to join the webinar:

<https://zoom.us/j/96662426896>

Or Telephone: +1 309 205 3325 US

Webinar ID: 966 6242 6896

****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7lNoKug676jIf_iUA ****

To participate in Public Forum in person, sign up at the meeting.

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Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	2. Public Forum
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. August 7, 2023 Board of Finance Minutes, Draft
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information Minutes
Recommended Action	approve the minutes
Subject	3.2. Calendar Year 2023 Crack-Sealing Program - Authorization to Award Construction Contract - DPW
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and authorize the Director of Public Works to execute a contract with Sealcoating Inc.—doing business as “indus”—for Calendar Year 2023 Crack-Sealing for a resulting contract of up to \$83,954.00 with an additional \$9,200.80 (~9.8%) in contingency, totaling \$93,154.80; provided this authorization is contingent on the contract and any amendment thereto having the prior approval of the City Attorney and Chief Administrative Officer
Subject	3.3. Approval of Final Development Budget for the Elmwood Emergency Shelter Community - CEDO
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent)
Recommended Action	To approve and retroactively authorize the Director of the Community and Economic Development Office to accept and execute all pertinent documents for the following grant funds for the completion of the Elmwood Emergency Shelter Community: 1. Additional grant funds in the amount of \$4,620 from VLITE; 2. Grant funds in the amount of \$9,900 from the Vermont Community Foundation; 3. Reimbursement funds in the amount of \$81,278 from the Petroleum Cleanup Fund.
Subject	3.4. Security Camera Wiring and Installation - BPRW
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the execution of a contract with The Royal Group, Inc., for a price not to exceed \$86,243.71, to complete the installation of security cameras, and to authorize Cindi Wight, Director of Parks, Recreation and Waterfront, to execute the contract and any related documents needed to carry out the project, subject to review by the City Attorney's Office
Subject	3.5. Municipal Energy Resilience Program Mini-Grant - BED
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Burlington Electric Department
Type	Action (Consent)
Recommended Action	move to approve and authorize the BED General Manager or their designee, subject to final review and approval by the City Attorney's Office, to accept and execute grant agreements for the State of Vermont Municipal Energy Resilience Program (MERP) Mini-Grant (Grant #: 01155_A172_5401_C_DEPARTMENT_M) in the amount of \$4,000 to fund translation into multiple languages of materials promoting BED's Energy Assistance Program

4. For Approval and Recommendation to the City Council

Subject	4.1. Update on Initial Receipt and Obligation of Nationwide Settlement Opioid Money - CAO and Mayor
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	• Agree and recommend to the City Council that it authorize and approve moving all opioid settlement agreement money received to date and all forthcoming into assigned fund balance labeled 'Opioid Money' to be spent only as directed by such agreements, and to further authorize the Chief Administrative Officer or designee to affect all necessary budget amendments and transfers of funds to complete such allocation; and • Agree and recommend to the City Council that it authorize and approve earmarking and expenditure of \$75,000 of opioid settlement agreement money to support VCJR, and further authorize the Chief Administrative Officer or designee to execute an agreement and all other necessary documents to memorialize such expenditure, subject to any necessary review by the City Attorney's Office.
Subject	4.2. Champlain St. Park Renovations Construction, Contractor Contract - BPRW

Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	1. To approve and recommend that the City Council approve and authorize the execution of a contract with Waterman Siteworks, LLC, for a price not to exceed \$163,844.00 for the Champlain Street Park Renovations Construction project, plus a project contingency of \$19,887.50, for a total authorized expenditure in the amount of \$183,731.75, and to authorize Cindi Wight, Director of Parks and Recreation, to execute the contract and any related documents needed to carry out the project, subject to review by the City Attorney's Office. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect the necessary budget amendment and transfer of \$10,000.00 in funds from the Penny for Parks unallocated restricted fund balance to the Champlain St. Park Renovations Project as outlined on the Budget Amendment Request form.
Subject	4.3. Lakeview Cemetery Exterior Restoration - BPRW
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the execution of a contract with Farrington Construction Company, for a price not to exceed \$238,976.00, to complete exterior restoration at Lakeview Cemetery, plus a project contingency of \$35,846.00 (total request including contingency not to exceed \$274,882.00), and to authorize Cindi Wight, Director of Parks, Recreation & Waterfront, to execute the contract and any related documents needed to carry out the project, subject to review by the City Attorney's Office
Subject	4.4. North Winooski Avenue Project and Community Health Centers Parking - DPW
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Public Works Department
Type	Action
Recommended Action	The Board of Finance recommends the City Council approve the use of \$15,000 of Councilor Initiative Funds for the Community Health Centers to conduct additional geotechnical study and design work for off-street parking adjacent to their facility and authorize the Director of Public

Works to execute an agreement with Community Health Centers to facilitate transfer and terms of acceptance of such funds, subject to review by the City Attorney's Office.

Subject **4.5. Acceptance of VTrans Town Highway Class 2 Roadway Program Grant #P02156 for North Avenue Road Surfacing - DPW**

Meeting September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 4. For Approval and Recommendation to the City Council

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council authorize the Director of Public Works to accept and execute the Town Highway Class 2 Roadway Program Grant #P02156 from the Vermont Agency of Transportation, in an amount up to \$200,000, for the mill and fill of asphalt on North Avenue between Plattsburg Avenue and Staniford Road, where such acceptance includes commitment of local matching funds which equal 20% of the grant award, with such execution of grant documents being subject to the prior review of the City Attorney's Office

Subject **4.6. Budget Amendment for 79 Pine Street Sales Tax Reallocation Funds for the BTC Public Improvements Project - DPW**

Meeting September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 4. For Approval and Recommendation to the City Council

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council authorize the use of \$480,052 in 79 Pine St Sales Tax Reallocation funds towards the BTC Public Improvements Project Budget - Great Streets Bank and Cherry Street Project Budget and authorize the Chief Administrative Officer or designee to effectuate all necessary budget amendments and transfers of funds in substantial conformance with Attachment 1 in furtherance of securing this reimbursable state funding

Subject **4.7. Acceptance of Grant Agreement (CA0811) for the Congressionally Directed Spending Church Street Side Street - Cherry Street associated with the BTC Public Improvement Project - DPW**

Meeting September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 4. For Approval and Recommendation to the City Council

Department Public Works Department

Type Action

Recommended Action 1. To approve and recommend that the City Council authorize the Director of Public Works

to execute the Cooperative Agreement from the Vermont Agency of Transportation to accept a grant amount of \$12,000,000 for construction of the Church Street Side Street (Cherry) Project, with project costs to be paid upfront by the City of Burlington and then reimbursed by the Vermont Agency of Transportation, with a local match of \$3,000,000 in City funds (20%), for a total project budget of \$15,000,000, subject to approval by the City Attorney's Office.

2. To approve and recommend that the City Council approve the necessary amendments to the BTC Public Improvements Project Budget – Great Streets Bank and Cherry Street Project Budget by adjusting the accounts as described in the affiliated memorandum and attachments and further authorize the Chief Administrative or designee to effect all necessary transfer of funds in furtherance of such amendments.

3. To approve and recommend that the City Council approve and authorize the use of the VTrans At-the-Ready process for Professional Design Consultant Procurement.

Subject	4.8. Authorization to Amend Project Budget and Execute the Construction Contract for East Avenue Traffic Calming - DPW
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Public Works Department
Type	Action
Recommended Action	1. To approve and recommend that the City Council authorize the Chief Administrative Officer, or her designee, to affect all necessary budget amendments and transfers of funds from Transportation Capital as needed to create the Traffic Calming project budget in the amount of \$396,320.10 in accordance with the attached Budget Amendment (Attachment 1) for the East Avenue Traffic Calming Project. 2. To approve and recommend that the City Council authorize the Director of Public Works to execute a contract with S.D. Ireland Brothers Corp. in an amount up to \$360,291.00, and any necessary future change orders using up to \$36,029.10 (10%) in available contingency funds, for a total authorized amount of \$396,320.10, for the construction of the East Avenue Traffic Calming project, subject to the review and approval of the City Attorney's Office.

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	September 5, 2023 - Board of Finance Meeting - Tuesday, September 5, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. Adjournment
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adjourn