



December 12, 2016

Regular City Council Meeting - Monday, December 12, 2016, Contois Auditorium, City Hall

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: note Full City Council is the sponsor for agenda item 1.02 Resolution: Celebrating The Burlington High School Boys Soccer Championship (Councilor Hartnett)(per Democratic Staffperson Stephany Ahearn per Councilor Hartnett); amend the action for consent agenda item 3.31 Communication: Chapin Spencer, Director, DPW, re: 11/28/16 Resolution - Proposed Champlain College Purchase of Browns Court Parking Lot Site: Follow-up - Public Works Commission Recommendation to "to receive the December 6, 2016 Public Works Commission recommendation to the City Council concerning the City's sale of the Browns Court Parking Lot and to place this communication on file" (per City Attorney Blackwood); NO action for agenda item 4.02 Fire Department Strategic Plan, only the power point presentation per Fire Chief Locke; note final version of Fire Chief Locke's communication for agenda item 4.03 Communication: Steven A. Locke, Fire Chief, re: Fire Truck Purchase (per Fire Chief Locke)

1.02 Resolution: Celebrating The Burlington High School Boys Soccer Championship (Councilor Hartnett)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

****Full City Council is the sponsor of this resolution (per Democratic Staffperson Stephany Ahearn per Councilor Hartnett)**

 City Council - Celebrating the BHS Boys Soccer Team.pdf

2. Public Forum: time certain: 7:30 pm

2.01 Verbal Comments

Type: Information, Procedural

3. Consent Agenda

3.01 Motion to amend/adopt consent agenda taking the following actions as indicated

Type: Action (Consent), Procedural

Recommended Action: motion to amend/adopt consent agenda taking the following actions as indicated: amend the action for consent agenda item 3.31 Communication: Chapin Spencer, Director, DPW, re: 11/28/16 Resolution - Proposed Champlain College Purchase of Browns Court Parking Lot Site: Follow-up - Public Works Commission Recommendations to "to receive the December 6, 2016 Public Works Commission recommendation to the City Council concerning the City's sale of the Browns Court Parking Lot and to place this communication on file" (per City Attorney Blackwood)



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3.02 Communication: C/T Office, re: Accountability List

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

Communication Accountability List 121216 cc
mtg LO.xlsx

3.03 Communication: C/T Office, re: August 15, 2016 Local Control Commission Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Local Control Commission Meeting, Monday, August 15, 2016, Contois Auditorium - City Hall -

3.04 Communication: C/T Office, re: August 15, 2016 City Council with Mayor Presiding Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from City Council With Mayor Presiding Meeting - Monday, August 15, 2016 - 7:00 pm - Contois Auditorium, City Hall -

3.05 Communication: C/T Office, re: August 15, 2016 Regular City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Regular City Council Meeting (start time 5:00 pm): Special City Council Worksession re: Capital Plan Overview (5 pm - 6 pm); Special City Council Worksession re: DMUC Overlay District (6 pm - 7 pm) - Monday, August 15, 2016 - Contois Auditorium, City Hall

3.06 Communication: C/T Office, re: August 15, 2016 Board of Civil Authority Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Board of Civil Authority Meeting - Monday, August 15, 2016 - Contois Auditorium - City Hall -



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3.07 Communication: C/T Office, re: August 18, 2016 Special City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting regarding potential revisions to the City's Downtown Mixed Use Core Overlay - Thursday, August 18, 2016 - 5:00 pm - 8:00 pm, Contois Auditorium, City Hall

3.08 Communication: C/T Office, re: August 22, 2016 Special City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting regarding potential revisions to the City's Downtown Mixed Use Core Overlay - Monday, August 22, 2016 - 5:00 pm - 8:00 pm, Contois Auditorium, City Hall

3.09 Communication: C/T Office, re: August 24, 2016 Special City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting regarding potential revisions to the City's Downtown Mixed Use Core Overlay - Wednesday, August 24, 2016 - 5:00 pm - 8:00 pm, Contois Auditorium, City Hall

3.10 Communication: C/T Office, re: September 12, 2016 Regular City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Regular City Council Meeting - Monday, September 12, 2016 - 7:00 pm, Contois Auditorium, City Hall

3.11 Communication: C/T Office, re: September 19, 2016 Special City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting - Monday, September 19, 2016 - 7:00 pm, Burlington Police Department, 1 North Avenue, Community Room



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3.12 Communication: C/T Office, re: September 19, 2016 Special City Council Meeting Regarding Public Hearing Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting Regarding Public Hearing on the Charter Changes to Clarify Uses of Parking Garage and Meter Revenues - Monday, September 19, 2016, 5:00 pm - Conference Room 12, City Hall

3.13 Communication: C/T Office, re: September 26, 2016 City Council with Mayor Presiding Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from City Council With Mayor Presiding Meeting - Monday, September 26, 2016 - Contois Auditorium, City Hall -

3.14 Communication: C/T Office, re: September 26, 2016 Regular City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Regular City Council Meeting - Monday, September 26, 2016 - 7:00 pm, Contois Auditorium, City Hall

3.15 Communication: C/T Office, re: September 29, 2016 Special City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Meeting, Thursday, September 29, 2016, 7:00 pm, Contois Auditorium, City Hall

3.16 Communication: C/T Office, re: October 17, 2016 Regular City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Regular City Council Meeting - Monday, October 17, 2016 (begins right after the Local Control Commission Meeting which is set for 7:00 pm), Contois Auditorium, City Hall



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3.17 Communication: C/T Office, re: October 17, 2016 Local Control Commission Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Local Control Commission Meeting, Monday, October 17, 2016, 7:00 pm, Contois Auditorium - City Hall -

3.18 Communication: C/T Office, re: October 17, 2016 Special City Council Worksession Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Special City Council Worksession re: Burlington Telecom (expected executive session), Monday, October 17, 2016, 6:00 pm, Conference Room 12, City Hall

3.19 Communication: C/T Office, re: October 24, 2016 Full Board of Abatement of Taxes Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Full Board of Abatement of Taxes Meeting - Monday, October 24, 2016 - Contois Auditorium, City Hall -

3.20 Communication: C/T Office, re: October 24, 2016 Board of Civil Authority Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Board of Civil Authority Meeting - Monday, October 24, 2016 - Contois Auditorium - City Hall

3.21 Communication: C/T Office, re: October 24, 2016 Regular City Council Meeting Minutes

Type: Action (Consent), Communication, Minutes

Recommended Action: waive the reading, accept the communication, place it on file and adopt the minutes as received at the November 28, 2016 City Council Meeting

View Minutes from Regular City Council Meeting - Monday, October 24, 2016, Contois Auditorium, City Hall



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3.22 Communication: Robbie Blish, Chief of Police, Vermont Association of Chiefs of Police, re: Luncheon

Type: Action (Consent)

Recommended Action: waive the reading, accept the communication, place it on file and send the registration form in with Mayor Miro Weinberger as being one of the attendees

Communication Vermont Association of Chiefs of Police Luncheon.pdf

3.23 Communication: Paul Ryan Hochanadel, Member, re: Police Commission Resignation

Type: Action (Consent)

Recommended Action: waive the reading, accept the communication, place it on file, advertise the vacancy (will be part of the 7 days' 12/21 edition with the appointment occurring at the January 23, 2017 City Council With Mayor Presiding Meeting) and send a letter of appreciation to Paul Ryan Hochanadel thanking him for his years of service on the Police Commission

Communication Paul Hochanadel's Resignation Letter from Police Commission.pdf

3.24 Communication: Claire Swingle, re: Holiday Tree on the Marketplace

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Communication Claire Swingle Church Street Holiday Tree.pdf

3.25 Communication: Lorraine Carter-Lovejoy, re: "Snow Day" bus voucher

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication, place it on file and send a copy to DPW Director Spencer for consideration

Communication Lorraine Carter-Lovejoy Snow Day Bus Voucher.pdf

3.26 Communication: Ron Ruloff, re: "China Card"

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Communication Ron Ruloff re China Card.pdf



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3.27 Communication: Mayor Miro Weinberger, re: Update: D&E Strategic Plan

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

11-30-16 D and E update to BOF Final.pdf

3.28 Communication: C/T Office, re: Sweep Accounts & Other Bank Accounts

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

103116_ Sweep Report For BOF_v2.xlsx

3.29 Communication: C/T Office, re: Special Funds Revenue Unaudited - October 2016 Financial

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

Copy of 113016_October Financial 11-30.xlsx

3.30 Communication: Martha Keenan, CPM, Capital Improvement Program Manager, Department of Public Works, re: Kelley Brothers Contract

Type: Action (Consent), Communication

Recommended Action: to approve and authorize the execution of a contract with Kelley Brothers by Chapin Spencer, Director of Public Works for the installation and integration of a door access system for municipal facilities in the amount of \$179,310.00 (performance bond included in proposal), subject to the prior review and approval of the City Attorney; and to further approve and authorize the establishment of a contingency account, and, if needed expenditure of funds from such account, in the amount up to 10% of the contract price, \$17,931, if needed for the successful completion of the project, and the additional approval and authorization for any contract amendments up to the contingency limit to be signed by Chapin Spencer, Director of Public Works, subject to the prior review and approval of the City Attorney

BoF-CC memo Kelley Brothers Door Access contract 12-5-16.doc

BoF_CC_Checklist Kelley Bros 12-1-16.pdf



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3.31 Communication: Chapin Spencer, Director, DPW, re: 11/28/16 Resolution - Proposed Champlain College Purchase of Browns Court Parking Lot Site: Follow-up - Public Works Commission Recommendation

Type: Action (Consent), Communication

Recommended Action: accept the communications, waive the reading and adopt the resolution

****amend action to "to **receive** the December 6, 2016 Public Works Commission recommendation to the City Council concerning the City's sale of the Browns Court Parking Lot and to place this communication on file" (per City Attorney Blackwood)**

*****Note new materials added 12/9, note amended action to accept communications, waive the reading and adopt the resolution**

 CEDO - Champlain College Proposed Purchase of the Browns Court Parking Lot Site - Revised.pdf

 Eagles Landing Council Memo v12-8-16 Final.pdf

 Browns Court Resolution - Revised - Memo 120916.pdf

3.32 FIO Documents

Type: Action (Consent)

Recommended Action: for information only

 FIO Documents.pdf

3.33 Resolution: Authorization to Enter into Memorandum of Understanding with Green Cab VT Holdings, Inc. Regarding Terms of Audit Procedures Pursuant to Vehicle for Hire Ordinance (Councilor Roof)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 Clerk - Memorandum of Understanding with Green Cab VT Holdings re Terms of Audit Procedures per Vehicle for Hire Ordinance.pdf

 Green Cab MOU.docx

 Green Cab MOU Memo.doc



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3.34 Resolution: Holiday Policy for Fire Department Shift Commanders (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Fire - Holiday Policy for Shift Commanders.pdf

BoF & CC Checklist Holiday Leave Exempt Employees Final.pdf

Holiday Pay for FD Shift Commanders BoF & CC Memo.docx

3.35 Resolution: Authorization to Enter into Agreement with Hickok and Boardman, Inc. to Provide Risk Management Services (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

HR - Hickok & Boardman Agreement to Provide Risk Management Services.pdf

BOFCC Packet HBinsurance RM 12 19 16.pdf

BOFCC Checklist Risk Management Services Hickok and Boardman 12 05 16.pdf

3.36 Resolution: Authorization to Execute Hangar Lease Agreement with Mansfield Heliflight at The Burlington International Airport (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BIA – Mansfield Heliflight Hangar Lease, 240 Valley Rd., So. Burlington.pdf

2 - BTV.Mansfield.Lease.11.22.16.Final.pdf

2 - Mansfield Heliflight Lease Agreement Award Memo updated 12.1.16.pdf

2 - BoF_CC_Checklist.fillable Mansfield Heliflight Lease.pdf

3.37 Resolution: Authorization to Execute Janitorial Contract with K Invest Corporation D/B/A Janitech at The Burlington International Airport (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BIA – Janitorial Agreement with JaniTech, Inc.pdf

1 - Janitorial (Janitech) Agreement Award Memo updated 12.1.16.pdf

1 - BTV.Janitorial Agreement Draft 11.17.16.pdf

1 - BoF_CC_Checklist.fillable JaniTech Contract.pdf

4. Deliberative Agenda



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4.01 Resolution: Authorization to Execute Airline Lease Agreement with Airlines Serving The Burlington International Airport (Board of Finance)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

3 - BoF_CC_Checklist.fillable Airline Lease 2016.pdf

3 - Airline Lease Memo Updated 12.1.16.pdf

BIA – Airline Lease Agreement with Airlines Serving the Airport (Jetblue, Delta, United and American Airlines).pdf

3 - FINAL Airline Lease Agreement.pdf

4.02 Resolution: Adoption of Fire Department Strategic Plan (Public Safety Committee)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution
NO adoption: this item will be coming back to the CC for adoption after it has been approved by the Fire Commission

**note power point presentation slides for this agenda item per Fire Chief Locke

Fire Strategic Plan Presentation.pptx

Fire - Memo on Strategic Plan.docx

Burlington Strategic Plan 2016-2021 FINAL DRAFT 16 12 02.pdf

Fire - Adoption of Strategic Plan.pdf

4.03 Communication: Steven A. Locke, Fire Chief, Burlington Fire Department, re: Fire Truck Purchase

Type: Action

Recommended Action: to approve and authorize Chief Locke to sign a contract to purchase two fire trucks manufactured by E-One and sold by Desorcie Emergency Products as described in the memo from Chief Locke dated November 21, 2016, subject to the prior review and approval by the Chief Administrative Officer and the City Attorney's Office

note final version of Fire Chief Locke's communication (per Fire Chief Locke)

CC-BOF Memo re Authorization to Purchase Fire Trucks Final.docx

CC-BOF Memo re Authorization to Purchase Fire Trucks V.2.docx

Contract for Fire Trucks.doc

BoF & CC Checklist Fire TruckPurchase Final.pdf

5. Committee Reports

5.01 Verbal Reports

Type: Information, Procedural

6. City Council - General Affairs



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6.01 Verbal Reports

Type: Information, Procedural

7. City Council President - Council Updates

7.01 Verbal Reports

Type: Information, Procedural

8. Mayor - General Affairs

8.01 Verbal Reports

Type: Information, Procedural

9. Adjournment

9.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

10. Informational Statement

10.01 Members of the public may speak when recognized by the City Council President, during Public Forum (time certain: 7:30 pm) or during a Public Hearing. This agenda is available in alternative formats upon request. Persons with disabilities, who require assistance or special arrangements to participate in programs and activities of the Clerk/Treasurer's Office, are encouraged to contact us at 865-7000 (voice) or 865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will air live on the night of the meeting on Burlington Telecom, Channel 317. This meeting will also air on Channel 17 two days after the meeting starting at 8:00 pm, repeating at 1:00 am, 7:00 am and 1:00 pm the following day. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(TTY 865-7142)

Type: Information