



November 14, 2016

Regular City Council Meeting - Monday, November 14, 2016, Contois Auditorium, City Hall

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1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: note additional documents for agenda item 4.03

Communication: Noelle MacKay, CEDO Director, re: Amendment to Ground Lease with Hotel Vermont (per CEDO Director MacKay)

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

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 111416 cc
mtg LO.xlsx

3.03 Communication: Laurie Lemieux, Board Clerk, Board of Electric Commissioners, re: Electric Commission Attendance Record

Type: Action (Consent), Communication

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

 Attendance Memo 10.16.pdf



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3.04 Communication: Joanne Putzier, Staffperson, Parks and Recreation Commission, re: Attendance Records

Type: Action (Consent), Communication

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

2016-2017 Attendance Record.docx

2015-2016 Attendance Record.docx

3.05 Communication: Nicole Losch, Sr. Planner, Department of Public Works, re: Authorization to Amend Agreement for Consulting Services with DuBois & King

Type: Action (Consent)

Recommended Action: approve a contract amendment to the Consulting Services Agreement related to the planning and scoping study for Burlington's Bicycle and Pedestrian Master Plan and Action Plan with DuBois & King increasing the maximum limiting amount of the agreement to \$148,060 and the term of the agreement to June 30, 2017, and authorize Chapin Spencer, Director of Public Works, to sign the amendment, subject to the prior review and approval of the City Attorney

BOF-CC_checklist08012016.pdf

BOF-CC_DK_contractamendment2memo-FINAL
1.pdf

Dubois King Bike Ped Master Plan Contract
Amendment 2 FINAL.pdf

3.06 Communication: Megan Moir, Assistant DPW Director Water Resources, re: Authorization to Execute Engineering Services Agreement for the Integrated Water Quality Management Planning project

Type: Action (Consent)

Recommended Action: authorize Chapin Spencer, Director of Public Works, to execute an Engineering Services Agreement with Hoyle Tanner & Associates for the Integrated Management Plan in the amount of \$734,988, subject to final review and approval by the CAO and City Attorney

BoF_City
Council_Checklist.fillable-11-14-16_WatRes#2.pdf

BOF_CC_Integrated Planning ESAv2.pdf

3.07 FIO Documents

Type: Action (Consent)

Recommended Action: for information only

FIO Documents.pdf



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3.08 Resolution: Creation of Tiered Progression Program for Distribution, Protection and Operations Engineer Positions - Burlington Electric Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BED_CC_Eng_110816_BINDER_ff.pdf

BOF Memo BED Engineering Progression Program 110816.pdf

BoF_CC_Checklist_HR_110816.pdf

HR - BED - Creation of Tiered Engineering Progression Program for Distribution, Protection & Operations Positions.pdf

3.09 Resolution: Market Factor Adjustment for IT Director; Reclassify Sr. Database Administrator; Eliminate Auditor/Compliance Officer; Create Sr. Business Systems Analyst - Burlington Electric Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BoF_CC_Checklist_IT_101716.pdf

BED_CC_IT_101716_BINDER_f.pdf

HR - BED - Adjust IT Director, Reclassify Sr. Database Administrator; Eliminate Auditor-Compliance Officer; Create Sr. Business Systems Analyst.pdf

3.10 Resolution: Reclassification and Title Change of the Office Assistant II Position - Burlington Fire and Police Departments (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Full packet_Office Assistant Reclass.pdf

HR - Fire & Police - Reclassification & Title Change of Office Assistant II Position.pdf

3.11 Resolution: Adoption of a Records Retention Policy for City Departments (Councilor Knodell)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Clerk-Treasurer - Adoption of Records Retention Policy for City Departments.pdf

Clerk-Treasurer - Adoption of Records Retention Policy for City Departments (Attachment #1 - Records Retention Schedule).pdf

Clerk-Treasurer - Adoption of Records Retention Policy for City Departments (Attachment #2 - Records Retention Narrative).pdf



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3.12 Resolution: Authorization to Enter into License Agreement for a Sign Extending Over a Portion of the City's Right-of-Way with Junktiques (License Committee)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 License Agree for Encumbrance – JUNKTIQUES, 324 No. Winooski Ave. (Sign on Building) 2016.pdf

 License Agree for Encumbrance - Junktiques, 324 No. Winooski Ave. (Sign on Building) 2016 (attachments).pdf

 License Agree for Encumbrance – JUNKTIQUES, 324 No. Winooski Ave. (Sign on Building) 2016 (1).pdf

3.13 Resolution: Authorization to Enter into License Agreement with KAS, Inc. to Obstruct a Portion of the City's Right-of-way on Shelburne Street (License Committee)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 License Agree for Encumbrance – KAS, Inc., 82 Shelburne St. - Construction Project (install PVC Piping near monitoring wells) 2016.pdf

 License Agree for Encumbrance - KAS, Inc., 82 Shelburne St. - Construction Project (Attachments).pdf

 License Agree for Encumbrance – KAS, Inc., 82 Shelburne Rd. - Construction Project (install PVC Piping near monitoring wells) 2016.pdf

4. Deliberative Agenda

4.01 Indoor Entertainment Permit Application (2016-2017): Social, 165 Church Street

Type: Action

Recommended Action: approve 2016-2017 Indoor Entertainment Permit for Social with all standard conditions

 Social Indoor EP.pdf

4.02 Special Event Indoor Entertainment Permit Application (one day only): Artisan Vapor, 11/18/16, 4 pm - 10 pm, Live broadcast/DJ

Type: Action

Recommended Action: approve one day only special event indoor entertainment permit for Artisan Vapor , 11/18/16, 4 pm - 10 pm, Live broadcast/DJ

 Special Event Indoor EP Artisan Vapor.pdf



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4.03 Communication: Noelle MacKay, CEDO Director, re: Amendment to Ground Lease with Hotel Vermont

Type: Action

Recommended Action: authorize Mayor Miro Weinberger to execute the attached Fourth Amendment to Ground Lease and any related document(s) necessary to affect same, subject to the review and approval of the City Attorney

****note additional documents per CEDO Director MacKay**

41 Cherry Street Ground Lease.pdf

Dispute Resolution_Lease Amendment_ Hotel Vermont_for CC_November 14_2016- final.docx

Lease Amendment_ Hotel Vermont_for BOF_November 14_2016- final.docx

Fourth Amendment to Ground Lease 101316.docx

4.04 Communication: Noelle MacKay, CEDO Director, re: Moran Plant Update

Type: Action, Discussion, Information

Moran Update_for_CC_November 14_2016.docx

5. Committee Reports

5.01 Verbal Reports

Type: Information, Procedural

6. City Council - General Affairs

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



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9. Expected Executive Session

**9.01 Communication: Eileen Blackwood, City Attorney, re: Collective Bargaining (IATSE)(oral)
*expected executive session***

Type: Communication, Information

10. Adjournment

10.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

11. Informational Statement

11.01 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