



November 08, 2021

Regular City Council Meeting - Monday, November 8, 2021, 6:00 pm **In-Person in Contois Auditorium, 2nd Floor, City Hall OR REMOTELY via ZOOM**

 [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: add to the consent agenda item 5.19 Communication: Neil Zakai, re: Safety in Burlington with the action to "waive the reading, accept the communication and place it on file"; note revised version of agenda item 6.05 Resolution: The Fairness Of The Reappraisal Process And The Property Tax System (Revised) (Councilors Magee, Hanson, Hightower, Stromberg, Tracy)(per Councilor Magee); remove from the consent agenda item 5.15 Communication: Burlington International Airport, Nicolas Longo, Acting Director, re: Request to Execute a License Agreement with Beta Technologies Inc. (BETA) to Initiate Earthwork to Create a Developable Area at the Burlington International Airport and place it on the Deliberative Agenda as item 6.06 (per Councilor Barlow)

2. Work Session Regarding Short Term Rentals **6:00 pm - 7:00 pm**

2.01 Work Session: Short Term Rentals; Presenters: Scott Gustin & Meagan Tuttle

Type: Communication, Discussion, Information

note Communication: Julie Marks, VTSRA, re: Change to definition of "Host" within proposed Short-Term Rental (STR) Ordinance per Assistant City Attorney Sturtevan per Scott Gustin posted on Monday, November 8, 2021, at 1:38 pm, LO

 ZA-20-05 STR Memo for CC 11-8-21 mtg.pdf

 Ordinance - Ch. 18 Short Term Rentals revised for CC 11-08-21 Mtg.pdf

 Ordinance - ZA 20-05 revised for CC 11-8-21 Meeting.pdf

 Art14planBTVDowntownCode revised for ZA-20-05 CCOC 10-27-2021.pdf

 ZA-20-05 Appendix A revised for CCOC--10.27.21 Meeting.pdf

 BTV_STRHostDef_VTSTRA.pdf

3. Public Forum: time certain: 7:30 pm - 9:30 pm **See item for signup instructions**

3.01 Verbal Comments

Type: Action, Information, Procedural

To participate in Public Forum in person sign up at the meeting. To participate in Public Forum via ZOOM sign up here: <https://www.burlingtonvt.gov/citycouncil/publicforum> Do not sign up in person and via Zoom - select one only

4. Climate Emergency Reports

4.01 Climate Emergency Reports

Type: Information



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5. Consent Agenda

5.01 Motion to adopt the consent agenda (as amended) and take the actions indicated

Type: Action (Consent), Procedural

Recommended Action: motion to adopt the consent agenda and take the actions indicated

5.02 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 110821 cc
mtg LO.xlsx

5.03 Communication: Kara Alnasrawi, Economic Recovery Director and Rebecca Reese, Early Learning Initiative Manager, re: Authorization to extend Let's Grow Kids contract to cover Early Learning Initiative Manager family leave, up to \$22,400

Type: Action (Consent), Communication

Recommended Action: to authorize the Economic Recovery Manager to enter into a contract extension by executing a seventh amendment to the existing contract with Let's Grow Kids for professional consulting services for up to an additional \$22,400 for a total over the life of the contract of \$169,154, to cover the family leave of the Early Learning Initiative Manager, subject to conditions enumerated in the agreement to be reviewed and approved by the City Attorney's Office

 BOF-CC - LGK contract extension for family
leave-final.pdf

 BOF CC Checklist_ELI_LGK contract
extension.8Nov2021.docx

5.04 Communication: C/T Office, re: Openings Burlington City Commissions/Boards

Type: Action (Consent), Communication, Information

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

 Board and Commission Vacancies.pdf

5.05 Communication: C/T Office, re: Amended Regular Schedule of Meetings of the City Council through August 2022

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication, place it on file and approve the Regular Schedule of City Council Meeting as listed

 Communication CT Office Amended Regular
Schedule of CC Meetings.pdf



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5.06 Communication: Mayor Miro Weinberger, re: Reappointment of Dawn Moskowitz to the Burlington Housing Authority Board

Type: Action (Consent), Communication

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

Communication Mayor Miro Weinberger re
Reappointment of Dawn Moskowitz to the
Burlington Housing Board.pdf

5.07 Communication: Steven A. Locke, Fire Chief, re: Progress Report on Hazard Mitigation Plan

Type: Action (Consent), Communication, Information

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

All-Hazard Mitigation Plan Update Memo.docx

Burlington_AHMP_Projects_2017_as_reported.pdf

Burlington_AHMP_Projects_2018_as_reported.pdf

Burlington_AHMP_Projects_2019_as_reported.pdf

Burlington_AHMP_Projects_2020_as_reported.pdf

5.08 Communication: Cindi Wight, Director of Parks, Recreation and Waterfront (BPRW) and Dan Cahill, BPRW Land Stewart, re: Kieslich Park - Use of Conservation Legacy Funds

Type: Action (Consent), Communication

Recommended Action: to approve the disbursement of up to \$250,000 of Conservation Legacy Funds for the planned improvements to Kieslich Park

Kieslich Park_Conservation
Funds_Memo_Final.pdf

5 4 21 Red Stone Cottage Combined
Drawings.pdf

BOF CC Checklist_Kieslich Park.pdf

5.09 Communication: Rachel Jolly, Asst. Director Community Justice Center, CEDO, Brian Pine, Director Community & Economic Development Office, CEDO and Katie Kinstedt, Asst. Director Admin & Finance, CEDO, re: FY2021 Byrne JAG Grant Application Notification

Type: Action (Consent), Communication, Information

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

Memo JAG Byrne fy21 Grant Application_Nov
2021.doc

FY 21 JAG Project Narrative for the Burlington
Community JusticeCenter.docx



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**5.10 Communication: Chapin Spencer, Director and Lee Perry, Division Director DPW Maintenance,
re: Approval to enter into a contract with Cargill, Inc., for FY22 road salt procurement**

Type: Action (Consent), Communication

Recommended Action: to authorize the Director of Public Works to enter into a contract with Cargill to supply the City of Burlington with rock salt for winter maintenance of roads and sidewalks for \$73.00/ton for Fiscal Year 2022, subject to review and approval of the City Attorney's Office

 BOF-CC Memo FY22 Salt Procurement
Contract Final.pdf

 BOF CC Checklist_FY22 Salt Procurement
Contract 11-8-2021.pdf

**5.11 Communication: Megan Moir and Steve Roy, DPW-Water Resources, re: Work Assignment
Agreement #7 with Utility Services Co., Inc. for Design of Redstone Tank Structural Fortifications**

Type: Action (Consent), Communication

Recommended Action: to authorize the Director of the Department of Public Works to execute a work assignment agreement with Utility Services Co., Inc. in-an-amount not to exceed \$9,000 for the design of Redstone Water Storage Tank structural fortifications for cell antenna corral, subject to the final review and approval of the City Attorney's Office

 BOF CC Redstone Tank Structural 110821.pdf

 BOF CC
Checklist_Water_Redstone_checklist.pdf

**5.12 Communication: Corey Mims, P.E., Senior Public Works Engineer and Norman Baldwin, P.E.,
Assistant Director/City Engineer, re: Railyard Enterprise Project - Award of Design Engineering
Contract to Stantec Consulting Services, Inc. - Phase A - NEPA Process and Selection of a Preferred
Alternative**

Type: Action (Consent), Communication

Recommended Action: 1. ☐ To authorize the Director of the Department of Public Works to execute a contract with Stantec Consulting Services, Inc. for engineering design services for Phase A of the Railyard Enterprise project in an amount up to \$1,251,000, with an additional 20% contingency, totaling up to \$1,501,200, subject to the review and approval by the City Attorney's Office. ☐ 2. ☐ To approve the revised Railyard Enterprise Project Budget authorizing expense up to \$1,551,200, in conformance with the attached ☐ Revised Railyard Enterprise Project Budget FY22 ☐ document.

note presentation slides for this agenda item per Corey Mims, posted on Monday, November 8, 2021, at 12:45 pm, LO

 BOF CC Final Memo_Railyard Enterprise
Design ContractAuthorization_11.2.2021.pdf

 Attachment A_CA0645_BREP(3)_executed
grant agreement.pdf

 Attachment B_Railyard Enterprise Revised
Budget FY22_10.29.21.pdf

 BOF CC Checklist_REP Contract
Authorization.pdf

 Railyard Enterprise Phase A_CC Presentation
11-8-21.pdf



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**5.13 Communication: Burlington International Airport, Nicolas Longo, Acting Director of Aviation,
re: Property Lease, Junior League of Champlain Valley, 3060 Williston Road, Suite 4**

Type: Action (Consent), Communication

Recommended Action: to approve a property lease agreement for Suite 4 at 3060 Williston Road in South Burlington with the Junior League of Champlain Valley, on the terms provided in and substantially in conformance with the attached lease, and to authorize the Mayor of Burlington to execute the lease, subject to final review and approval by the City Attorney's Office

 1- BOF-CC Junior League Memo.docx

 1 - Checklist - Airport - Junior League
Champlain Valley.docx

 1 - Junior League - Attachment A Lease.docx

**5.14 Communication: Mayor Miro Weinberger, Katherine Schad, Chief Administrative Officer and
Kerin Durfee, Director of Human Resources, re: Market Factor Adjustment to Planning Director
Compensation**

Type: Action (Consent), Communication

Recommended Action: approve the reclassification of the Planning Director, a Regular, Full-Time, Exempt, Non-Union, MarketFactor to a new compensation range of \$99,000 - \$ 118,600

 11-4-21 Planning Director Market Factor
adjustment.pdf

**5.15 Communication: Burlington International Airport, Nicolas Longo, Acting Director of Aviation,
re: Request to Execute a License Agreement with Beta Technologies Inc. (BETA) to Initiate
Earthwork to Create a Developable Area at the Burlington International Airport **NOW AGENDA
ITEM 6.06****

Type: Communication

Recommended Action: to authorize the Acting Director of Aviation to execute a license agreement between Burlington International Airport and Beta Technologies, Inc. to Initiate and perform earthworks to create a developable area at the Burlington International Airport, subject to final review and approval of the City Attorney's Office

 1 - Draft Beta.License_NL_SL.docx

 21-1022_Draft - License Agreement -
BETA-BTV - Quarry Work 21-1027
(00445138-6xA9531).docx

5.16 FIO Document

Type: Action (Consent), Communication, Information

Recommended Action: for information only

 FIO Document.pdf



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5.17 Resolution: Reclassification Of Distribution Superintendent And Reorganization At McNeil - Burlington Electric Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Resolution - BED - Position Updates
(FINAL).pdf

Packet Draft 11 8 2021 RV0.pdf

BOF CC Checklist Org Changes 11.8.21.docx

Signed CC Resolution Reclassification Of
Distribution Superintendent And Reorganization At
McNeil - Burlington Electric Department.pdf

**5.18 Resolution: Application For FY22 Bylaw Modernization Grant For Zoning Amendments
(Councilors Carpenter, Tracy)**

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Resolution - Planning - Bylaw Modernization
Grant for ZAs (FINAL).pdf

VT_DHCD_BylawModernizationGrants_FY22_Pro
gramDescription.pdf

Signed CC Resolution Application For FY22
Bylaw Modernization Grant For Zoning
Amendments.pdf

Council Memo_Bylaw Grant_11022021.pdf

BoF_City Council_Checklist.fillable pdf.pdf

5.19 Communication: Neil Zakai, re: Safety in Burlington

Type: Action (Consent), Communication

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

Communication Neil Zakai re Safety in
Burlington.pdf

6. Deliberative Agenda

6.01 Communication: Mayor Miro Weinberger, re: Appointment of Planning Director

Type: Action

Recommended Action: confirm the mayor's appointment

11-4-21 Appointment of Planning Director.pdf



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6.02 Special Event Outdoor Entertainment Permit Application (November 26 - December 21): BCA & Economic Recovery, Along Park Lane and on the BCA Patio in City Hall Park, Thursdays & Fridays: 2 pm - 6 pm; Saturdays & Sundays: 11 am - 5 pm

Type: Action

Recommended Action: approve the special event outdoor entertainment permit application for BCA & Economic Recovery (November 26 - December 21), Along Park Lane and on the BCA Patio in City Hall Park, Thursdays & Fridays: 2 pm - 6 pm; Saturdays & Sundays: 11 am - 5 pm

 Special Event Permit Outdoor EP Application
BCA & Economic Recovery Winter Market.pdf

6.03 Communication: Burlington International Airport, Nicolas Longo, Acting Director of Aviation, re: Request to Execute a Contract with Vanasse Hangen Brustlin, Inc. (VHB) for Services to Develop a Long-Term Sustainability Implementation Plan for BTV

Type: Action, Communication

Recommended Action: to authorize the Acting Director of Aviation to approve a contract between the Burlington International Airport and Vanasse Hangen Brustlin, Inc. (VHB) develop a long-term sustainability implementation plan for the Burlington International Airport in an amount up to \$178,200, subject to final review and approval of the City Attorney's Office

 2 - VHB Memo BOF.CC_Airport.docx

 2 - Checklist - Airport - VHB LT Sustainability
Plan.docx

6.04 Communication: Brian Pine, CEDO Director, re: ARPA Homeless Outreach Plan

Type: Action, Communication, Information

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

 ARPA Homeless Outreach Memo Final.docx

**6.05 Resolution: The Fairness Of The Reappraisal Process And The Property Tax System
(Councilors Magee, Hanson, Hightower, Stromberg, Tracy)**

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

note "revised" version of this agenda item per Councilor Magee, posted on November 8, 2021, at 11:37 am, LO

 Resolution (Revised) - Councilor Magee -
Fairness of Reappraisal Process and Property Tax
System (FINAL).pdf

 Signed CC Resolution The Fairness Of The
Reappraisal Process AND The Property Tax
System (Revised).pdf

 Resolution - Councilor Magee - Fairness of
Reappraisal Process and Property Tax System
(FINAL).pdf



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6.06 Communication: Burlington International Airport, Nicolas Longo, Acting Director, re: Request to Execute a License Agreement with Beta Technologies Inc. (BETA) to Initiate Earthwork to Create a Developable Area at the Burlington International Airport **WAS CONSENT AGENDA ITEM 5.15**

Type: Action, Communication

Recommended Action: to authorize the Acting Director of Aviation to execute a license agreement between Burlington International Airport and Beta Technologies, Inc. to Initiate and perform earthworks to create a developable area at the Burlington International Airport, subject to final review and approval of the City Attorney's Office

1 - Draft Beta.License_NL_SL.docx

21-1022_Draft - License Agreement -
BETA-BTV - Quarry Work 21-1027
(00445138-6xA9531).docx

7. Committee Reports

7.01 Verbal Reports

Type: Information, Procedural

8. City Council - General Affairs

8.01 Verbal Reports

Type: Information, Procedural

9. City Council President - Council Updates

9.01 Verbal Reports

Type: Information, Procedural

10. Mayor - General Affairs

10.01 Verbal Reports

Type: Information, Procedural

11. Adjournment

11.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn



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12. Informational and Non-Discrimination Statements

12.01 This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(TTY 865-7142). Persons with disabilities, who require assistance or special arrangements to participate are encouraged to contact 865-7000 (voice) or 865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Type: Information