



**Board of Finance - Monday, November 4, 2019 at 5:15 p.m.
Conference Room 12, City Hall
11/4/2019**

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

November 4, 2019

APPROVED – 11/18/19

MEMBERS PRESENT: Mayor Weinberger

Council President Wright

Councilor Paul

Councilor Bushor

Councilor Pine

OTHERS PRESENT: Beth Anderson, CAO

Rich Goodwin, DFO

Richard Haesler, City Attorney

Jordan Redell, Mayor's Office

Cindi Wight, Parks & Rec

Chapin Spencer, DPW

Norm Baldwin, DPW

Martha Keenan, DPW

Susan Molson, DPW

Rachel Jolly, CEDO

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5:18 PM on November 4, 2019.



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1.01 Agenda

MOTION by Councilor Pine, SECOND by Councilor Paul, to approve the agenda as presented. VOTING: unanimous; motion carried.

2.0 PUBLIC FORUM

There were no comments from the public at this time.

3.0 MINUTES

3.01 October 7, 2019

MOTION by Councilor Bushor, SECOND by Councilor Pine, to approve the minutes of 10/7/19 as presented. VOTING: unanimous; motion carried.

3.02 October 21, 2019

MOTION by Councilor Bushor, SECOND by Councilor Paul, to approve the minutes of 10/21/19 as presented. VOTING: all ayes except one abstention (Council President Wright); motion carried.

4.0 APPROVE AND RECOMMEND TO CITY COUNCIL

4.01 Champlain Parkway Design Contract Amendment No. 15 with Clough Harbour & Associates - DPW

MOTION by Councilor Bushor, SECOND by Councilor Pine, to approve and recommend to City Council to authorize the DPW Director or designee to execute Contract Amendment No. 15 of the Clough Harbour & Associates contract for engineering design services for the Champlain Parkway project increasing the total contract amount by \$647,828.73 and the local match obligation by \$12,956.57 subject to review and approval by the City Attorney.

DISCUSSION:

- **Councilor Bushor asked about the following:**
- **New environmental criteria referenced and reviewed - DPW Assistant Director Baldwin confirmed this was done.**
- **Public outreach meetings videotaped and one public meeting being adequate for the EA - DPW Assistant Director Baldwin said all the public meetings associated with the EA are complete. The meetings were covered by media and Channel 17. FHWA has more specifics in the guidelines with the environmental justice analysis and is requiring more than in the past. There will always be those who oppose the project and voice their opinion no matter whether what is done is adequate or not.**
- **Change in total dollar amount with the amendment – DPW Assistant Director Baldwin explained there is a project budget and the contract with Clough Harbour. The budget was revised because there was money focused on construction versus design. With all the delays there is more effort on the design phase than the construction phase, and the budget amendment that is proposed will reflect this**



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- **Councilor Paul confirmed the contract amendment is for items that the city is obligated to do and the federal funds are not in peril by doing this. DPW Assistant Director Baldwin said there is a cooperative agreement amendment in place that goes through construction. Councilor Paul asked if more amendments are anticipated before construction begins. DPW Assistant Director Baldwin said it is hoped to start construction in 2020. There are some ongoing litigations so an exact start date is not known.**
- **Councilor Pine asked about the environmental justice analysis and the project proceeding in tandem. DPW Assistant Director Baldwin said there are certain items to complete before the stage of bidding work. The environmental justice analysis and permitting for NEPA are critical paths. Any delays of the environmental justice analysis must be worked through the process to resolution.**

VOTING: unanimous; motion carried.

4.02 Contract Amendment with Breadloaf Corporation – DPW

MOTION by Council President Wright, SECOND by Councilor Paul, to approve and recommend to City Council to authorize the DPW Director to amend the contract with Breadloaf Corporation for the stabilization of the existing Leddy facility and construction of a new building adjacent to the existing building including a fuel depot station in the amount of \$225,000 for a total contract amount of \$980,000 plus a contingency of \$75,500 subject to approval by the City Attorney.

DISCUSSION:

- **Council President Wright asked if there are projects not being done. DPW Project Manager Keenan said the funding is a carry forward that was not allocated. Other projects are not impacted. Parks & Rec Director Wight added the lighting will not be replaced at this time, but the courts will be redone for public use and school sports.**

VOTING: unanimous; motion carried.

4.03 Department of Corrections Grant Amendment: "Safer Communities" – CEDO

MOTION by Councilor Paul, SECOND by Councilor Pine, to approve and recommend to City Council to approve the Department of Corrections grant #03520-1363 in the amount of \$272,000 for FY20 and authorize the Mayor to sign the grant amendment and the CEDO Director or designee to sign all documents and budget amendments necessary to implement the grant subject to review and approval by the City Attorney, and further, to authorize the CAO to effect any budget amendments necessary to reflect the changes to the FY20 budget.

DISCUSSION:

- **Councilor Bushor asked if there should be another resolution to deal with the \$20,000 reduction in the budget. CEDO Assistant Director Jolly explained the resolution will allow making a budget amendment.**

VOTING: unanimous; motion carried.

4.04 Parking Garage Refinance of Debt – C/T





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MOTION by Councilor Pine, SECOND by Councilor Paul, to approve and recommend to City Council to approve the parking garage refinance of debt.

DISCUSSION:

- **DPW Director Spencer said the action will allow refinance of the term of the debt for the parking garages.**
- **Councilor Bushor expressed concern about increasing parking rates. DPW Director Spencer said there will be a savings of about \$50,000 per year towards the Parking Facilities Fund which will be a beneficial rate reduction and help keep rates low. The banking entities require language saying the rates will be set so the banks recoup their money.**
- **Councilor Pine asked about the taxable/nontaxable breakdown. DFO Goodwin explained the portion of the improvements open to the public are tax exempt and those not open to the public, such as rents, are taxable.**

VOTING: unanimous; motion carried.

4.05 Refinance Existing City Debt to Obtain Lower Financing Costs – C/T

DFO Goodwin said rates are based on current market conditions and it looks promising for the bond series identified.

MOTION by Councilor Paul, SECOND by Councilor Bushor, to approve and recommend to City Council to approve the refinancing of existing city debt to obtain lower financing costs.

DISCUSSION:

- **Councilor Bushor asked about the current bonds. DFO Goodwin said there are different years and different series.**
- **Councilor Pine asked if there will be another \$50,000 in savings. DFO Goodwin said there will be general fund savings.**
- **CAO Anderson said a combination of a strong market and the city's credit rating will help obtain lower financing costs. DFO Goodwin added the same situation applies to the Traffic Fund refi.**

VOTING: unanimous; motion carried.

5.0 COMMUNICATION

5.01 September Sweep Report – C/T

DFO Goodwin reported there are no substantial changes from the prior month. There is approximately \$41 million in the cash balance (big picture) and \$28.5 million in investments (Certificates of Deposit and Treasury Bills). An investment performance report will be provided on 11/18/19.

Councilor Paul asked if this is money that was in BT. CAO Anderson the money is when the sale was done and final reimbursement was made.





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5.02 Housing Trust Fund – C/T

Mayer Weinberger cited the charter language on raising the tax ceiling and funding the Housing Trust Fund with the incremental difference. There is not a strict dedicated tax. The charter amendment creates a one penny tax. The question is whether to rescind the increase in the debt ceiling or let it remain and create a new tax at a new one percent. There will be a request for increase in the public safety tax per the obligation to the Fire contract before the voters in March as well.

Following discussion, the consensus of the Board of Finance is to make the question as clear to the voters as possible. Councilor Bushor said the goal is to have a guaranteed dollar amount for housing. The public needs to be able to understand the question being voted.

Councilor Pine recalled the introduction of the 'housing trust fund' term was in the ordinance language in 1987 relative to preserving Northgate units.

Mayor Weinberger addressed a prior comment on homelessness and the Housing Trust Fund, noting there is no need to change the authorizing language in the Housing Trust Fund to invest in homelessness. It is more an issue of having capacity. Councilor Bushor said the point was how to direct the money if there was additional money available.

6.0 ADJOURNMENT

With no further business and without objection the meeting was adjourned at 5:54 PM.

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