



October 18, 2021

Board of Finance Meeting, Monday, October 18, 2021, 5:30 pm **In-Person at Bushor Conference Room, Room 102, 1st 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 adopt agenda

2. Public Forum

2.01 Verbal Comments

Type: Action, Information, Procedural

3. Consent Agenda

3.01 motion to adopt the consent agenda and take the actions indicated

Type: Action (Consent), Procedural

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

3.02 September 27, 2021 Draft Minutes

Type: Action, Information, Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, September 27, 2021, 5:00 pm **In-Person at Bushor Conference Room, Room 102, 1st Floor, City Hall **

4. For Approval and Recommendation to City Council



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4.01 Request to accept (1) Federal Aviation Administration (FAA) Grant for Taxiway K and RW 1 PAPI Construction & Inspection and to (2) accept FAA Grant for RW 1 PAPI Relocation FAA Oversight and Flight Check, Execute Contracts for Construction and Inspection Services for these Projects with SD Ireland and CHA Consulting, Inc., respectively - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation to accept and execute a grant from the Federal Aviation Administration in an amount up to \$1,475,215.82 with a 15% contingency totaling up to \$1,696,498.82 as allowed under the grant for the construction of taxiway K and relocation of the RW 1 PAPI related to the Hot Spot Remediation Project, subject to review and approval of the City Attorney's Office. ☐ 2. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation to accept and execute a grant from the Federal Aviation Administration in an amount up to \$47,798.01 with a 15% contingency totaling \$54,967.71, as allowed under the grant for FAA oversight and flight check for the relocation of the RW 1 PAPI's related to the construction of taxiway K for the Hot Spot Remediation Project, subject to review and approval of the City Attorney's Office. ☐ 3. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation execute a contract with SD Ireland in the amount of up to \$1,273,715.82 with a 15% contingency, as allowed by the grant totaling \$1,464,773.19, for the construction of taxiway K and relocation of the RW 1 PAPI related to the Hot Spot Remediation Project, subject to review and approval of the City Attorney's Office. ☐ 4. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation to execute a contract with CHA Consulting, Inc. in the amount of up to \$151,500.00 with a 15% contingency totaling \$174,225.00, as allowed by the grant for construction oversight of the for the construction of taxiway K and RW 1 PAPI relocation related to the Hot Spot Remediation Project, subject to review and approval of the City Attorney's Office.

1 - Airport -(HSR) TW K RW 1 PAPI Relocate Const. Insp. GrantAccept - FAA RA RW 1 PAPI Grant Accept. AC-BOF-CC Memo +jsj.docx

1 - Checklist - Airport - Grant for Taxiway K and RW 1 PAPI.docx

4.02 DCF-FSD Contract for RJ Law Enforcement Training (#03440-22FSD-582) - CEDO/CJC

Type: Action

Recommended Action: to recommend to City Council to approve the acceptance of Grant #03440-22FSD-582, in the amount of \$100,000, which will support the work of youth and Restorative Justice training to law enforcement state-wide, and to authorize Director Pine or his designee to sign the grant, and all other documents related to implementation of the grant, subject to the review and approval of the City Attorney

Memo to BoF re DCF grant to provide RJ training to LE.docx

Law Enforcement Training_JJDP_28503_final.doc

BOF CC Checklist_DCF LE Training_Oct 2021.docx



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4.03 Great Streets Main Street Design Consultant Contract Approval and Project Budget - DPW

Type: Action

Recommended Action: 1. To approve and recommend that the City Council authorize the Director of Public Works to execute a contract, subject to City Attorney approval, with Vanasse Hangen Brustlin, Inc. (VHB) in the amount of \$1,213,923.00, and further authorize the Director of Public Works to execute any necessary future amendments using up to \$182,100.00 (15%) in available contingency funds, for a total authorized amount of \$1,396,023.00 for the development of the design of the Great Streets Main Street project. 2. To approve and recommend that the City Council authorize a total project budget of \$1,775,000.00, which includes design contract and contingency funds, funds for lighting design costs to be used by the Burlington Electric Department (BED), and funds for public art procurement and design costs to be used by Burlington City Arts (BCA).

BOF_CC Memo Main Street_Constant Contract_October2021_FINAL.pdf

October 2021 Presentation to Council.pdf

Attachment A - MAIN STREET PROJECT BUDGET FY22.pdf

Attachment B - MAIN STREET Draft Budget Amendment.pdf

Attachment C_Draft Consultant Contract_VHB.pdf

BOF_CC Checklist Great Streets Main Street.pdf

4.04 Authorization to Award Contract for Towing Services in the Amount of \$140,000 Annually for a Five-Year Term - DPW

Type: Action

Recommended Action: to approve and recommend to the City Council that it authorize the Director of Public Works to enter into a contract with Spillane's Towing and Recovery for up to \$140,000 annually for a five-year term, subject to final review and approval by the City Attorney's Office

Z - BoF CC Checklist - 2021 1018 Tow Contract.pdf

Bof CC Request Memo - Towing Contract 2021 1018.pdf

4.05 Acceptance of VTrans Town Highway Class 2 Roadway Program Grant #P02002 for North Avenue Road Surfacing - DPW

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 #P02002 from the Vermont Agency of Transportation, in an amount up to \$175,000, for the mill and fill of asphalt on North Avenue between Ethan Allen Parkway and Shore Road

Memo - BOF CC VTrans Grant 10.18.21.pdf



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4.06 Reclassification And Retitling Of One Full Time Position, Creation of One Full Time Position, And elimination of One Full Time Position For The Parking And Traffic Division - DPW

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - DPW - Parking Services Re-Org and Re-Class(FINAL).pdf

Parking Services Re-org Position Changes Package withoutresolution.pdf

Z - BoF CC Checklist - 2021 1018 Phase 1c - Step 1 Reorg.pdf

4.07 Use of ARPA Funds to clear BED customer arrearages - CAO

Type: Action

Recommended Action: to approve and recommend to City Council the utilization of ARPA funds to Burlington Electric Department for \$1.3 million to eliminate customer arrearages and fund the temporary energy assistance program as stated above

ARPA utilization for BED 10-14-21_final.pdf

BOF CC Checklist_BED ARPA 10-14-21.pdf

4.08 Church Street Marketplace Executive Director Reclassification - Mayor/HR

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - Mayor - Reclass of CSM Position (FINAL).pdf

10-14-21 CSM Director reclassification.pdf

CSM Director_Biz Support Director_Recovery_ELI_NEW (002).pdf

4.09 Raising The Authorized Sworn Headcount Of The Burlington Police Department Per The Recommendation Of The Full Operational And Functional Assessment By CNA And A Plan For Reviewing All Recommendations In The Report - Councilors Shannon, Barlow, Dieng

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - Councilor Shannon - Raise the BPD Cap as Recommendedby CNA (FINAL).pdf

5. Adjournment



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5.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn