



September 27, 2021

**Board of Finance Meeting, Monday, September 27, 2021, 5:00 pm **In-Person
at Bushor Conference Room, Room 102, 1st Floor, 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 adopt agenda as follows: note revised version of agenda item 4.01 (per Sara Katz per Councilor Paul)

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 13, 2021 Board of Finance Minutes

Type: Action (Consent), Communication, Information, Minutes

Recommended Action: approve the minutes

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4. For Approval and Recommendation to City Council



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4.01 Reclassification of One (1) BCA Position - BCA/HR

Type: Action

Recommended Action: To recommend that City Council approve the: ☐ Reclassification of the Assistant Event Coordinator, a Limited Service, Part-time, Non-Exempt, Non-union, Grade 15, position to Event Manager, a Regular, Full-time, Non-Exempt, Nonunion, Grade 17, position.

note revised version of this agenda item per Sara Katz per Councilor Paul, posted on Monday, September 27, 2021, at 3:04 pm, LO

2021.09.30 BCA Final Memo.pdf

2021.09.27 BCA BOF CC Checklist.pdf

2021.09.27 BCA Final Memo.pdf

4.02 Creation of a Regular, Full-Time, Exempt, Non-Union, Grade 18, Water Resources GIS & Field Specialist position - DPW Water Resources/HR

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the creation of a Regular, Full-time, Exempt, Non-Union, Grade 18, Water Resources GIS & Field Technician within the Department of Public Works, Water Resources Division

WR GIS Field Specialist_BOF-CC
Package_9-22-2021.pdf

WR GIS Field Specialist_BOF_CC
Checklist.pdf

4.03 Reclassification and Retitling request for Community Outreach & Support Specialist - BPD/HR

Type: Action

Recommended Action: We respectfully request that the Board of Finance approve the reclassification and retitling of the Community Outreach & Support Specialist, a Regular, Full-time, Exempt, Non-Union, Grade 16 position to Community Outreach & Support Supervisor, a Regular, Full-time, Exempt, NonUnion, Grade 20, position.

Reclass Packet.pdf

4.04 Reclassification of one (1) position - HR/CEDO-CJC

Type: Action

Recommended Action: To recommend that City Council approve the: ☐ Reclassification of the Youth Restorative Services Coordinator position, a Regular, Full-time, Exempt, AFSCME, Grade 14, position to Youth Restorative Services Coordinator, a Regular, Full-time, Exempt, AFSCME, Grade 16, position.

2021.09.27 CEDO CJC Final Memo.pdf

2021.09.27 CJC BOF CC Checklist.pdf



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4.05 Reclassification of Two (2) and Creation of Four (4) New REIB Positions - HR/REIB

Type: Action

Recommended Action: To recommend that City Council approve the: ☐ Reclassification of one Public Policy & Research Analyst, a Regular, Full-time, Exempt, Non-Union, Grade 17, position to Justice & Policy Manager, a Regular, Full-time, Exempt, Non-Union, Grade 20, position. ☐ Reclassification of one Public Policy & Research Analyst, a Regular, Full-time, Exempt, Non-Union, Grade 17, position to Strategy and Innovation Manager, a Regular, Full-time, Exempt, Non-Union, Grade 21, position. ☐ Creation of the Supplier Diversity Analyst, a Regular, Full-time, Exempt, Non-Union, Grade 19, position. ☐ Creation of the Data Analyst, a Regular, Full-time, Non-Exempt, Non-Union, Grade 16, position. ☐ Creation of the REIB Event Planner, a Regular, Full-time, Non-Exempt, Non-Union, Grade 17, position. ☐ Creation of the REIB Digital Designer, a Regular, Full-time, Non-Exempt, Non-Union, Grade 16, position.

 2021.09.27 REIB BOF CC Checklist.pdf

 2021.09.27 REIB Final Memo.pdf

**4.06 Creation of one (1) role and reclassification of one (1) role within the Human Resources
Department - HR**

Type: Action

Recommended Action: To approve and recommend that the City Council approve the: ☐ Creation of the Human Resources Benefits Manager, a Regular, Full-time, Non-Exempt, Non-union, Grade 19, position. ☐ Reclassification of the Human Resources Information Specialist, a Regular, Full-time, Non-Exempt, Non-union, Grade 16, position to Human Resources Generalist, a Regular, Full-time, Non-Exempt, Non-union, Grade 17, position.

 Final Packet 2021.09.27 HR BOF Memo.pdf

**4.07 Authorization to Issue Early Learning Initiative Capacity Grant for ONE Arts Inc. \$103,676.61 -
Economic Recovery Team**

Type: Action

Recommended Action: to approve and recommend to the City Council that it authorize the Economic Recovery Manager to enter into a capacity grant agreement with ONE Arts, Inc. for \$103,676.61, subject to conditions enumerated in the grant capacity agreement to be reviewed and approved by the City Attorney's Office

 BOF CC Checklist_ELI_ONE Arts_Grant
27SEP21.docx

 ELI_ONE_Arts_Capacity_Grant_27SEP21_FINAL
.docx

 ONE Arts - ELI Capacity Grant Application -
BOF.pdf

**4.08 Preliminary Committal Materials for VTrans Bicycle & Pedestrian Program Grant Intervale
Road SHared-Use Path - DPW**

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute the Project Commitments Form from the Vermont Agency of Transportation for the Intervale Road Shared-Use Path design and construction, obligating the City to commit a local match of \$290,500 (20%) of the total project budget of \$1,452,500 in furtherance of accepting a reimbursable grant amount up to \$1,162,000, subject to approval by the City Attorney's Office

 BOF CC Checklist_IntervaleRd SUP.docx

 Memo - FINAL - BOF CC VTrans Intervale Rd
Sidepath 9.27.21.pdf



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4.09 Budget Amendment to Regional Programs Budget - Public Safety Transformation - CAO/REIB

Type: Action

Recommended Action: To approve and recommend that the City Council approve the: ☐ Moving \$208,153 from Unassigned Fund Balance to 101-01-001-7650_355 Regional Programs Police Transformation Budget Amendment 2 ☐ Then moving \$38,393 from 101-01-001-7650_355 Regional Programs Police Transformation to 101-17-050-6500_118 BPD Professional Services and Consulting, to reimburse that line item for paying for the initial invoice

BA Carryover Public Safety Transformation.pdf

4.10 A Stabilization Plan for the Burlington Police Department - BPD

Type: Action

Recommended Action: We respectfully request that the Board of Finance approve the following motion: To approve and recommend that the City Council approve the authorization of Jon Murad, acting Chief of Police, to execute a retention and recruitment plan for officers of the Burlington Police Department, with a maximum limiting amount of \$1,270,000.

20210923 BPD Retention and Recruitment
Plan memo for the City Council.pdf

4.11 December 7, 2021 - Special City Meeting Issuance Of General Obligations Bonds For Capital Projects - Capital Committee

Type: Action

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

Resolution - Capital Plan - Special Election
12-7-21 (FINAL).pdf

COB Debt Load Projections_September 2021
CC FINAL.pdf

FY23 - FY25 Capital Plan Updated 9-13-21.pdf

2021-9-23-Continuing the City's Capital
Infrastructure Plan ppt.pptx

Continuing our reinvestment in the Sustainable
Infrastructure Plan FINAL.pdf

New Revenue Borrowing September 2021
final.pdf

5. Board of Finance Approval Only

5.01 Cultural Transformation Assessment and Action Plan--Authorization to Award Consultant Contract - REIB

Type: Action

Recommended Action: to authorize the Director of Racial Equity, Inclusion and Belonging to execute a contract with Noble Julz for \$89,600 to complete a cultural transformation assessment and action plan, subject to review and approval by the City Attorney's Office

Cultural Transformation Memo REIB HIM final
review 09.07.2021.pdf



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6. Adjournment

6.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn