



August 26, 2019

Regular City Council Meeting - Monday, August 26, 2019, 7:00 pm, Contois Auditorium, 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 amend/adopt agenda as follows: note revised version of the power point presentation regarding agenda item 2.01 (per Martha Keenan); note final version of agenda item 2.01 (per Martha Keenan per Councilor Bushor); note written material for consent agenda item 4.13 Communication: BTV Housing Summit - June 2019 Event & Feedback Summary (per Mayor's Office); remove from the consent agenda item 4.19 Resolution: Appointment Of E911 Coordinator (Councilor Wright)(per David White)

2. Presentation re: City of Burlington Asset Management Program Organizational Structure and Recommendations (10 mins.)

2.01 Presentation: City of Burlington Asset Management Program Organizational Structure and Recommendations (10 mins.)

Type: Discussion, Information, Presentation

****Timothy Taber from the firm Barton & Loguidice will be doing the presentation****

*****note revised version of the power point presentation for this agenda item per Martha Keenan, posted on Friday, August 23, 2019, at 11:29 am, LO*****

****note final version for this agenda item per Martha Keenan per Councilor Bushor, posted on Monday, August 26, 2019, at 10:48 am, LO****

 Burlington CityCouncil asset mgmt final
8-26-19.pptx

 Burlington CityCouncil asset mgmt revised
8-23-19.pptx

 BurlingtonCityCouncil tpt 8-22-19.pptx

3. Public Forum: time certain: 7:30 pm

3.01 Verbal Comments

Type: Information, Procedural

4. Consent Agenda



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4.01 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 actions as indicated: note written material for agenda item 4.13 Communication: BTV Housing Summit - June 2019 Event & Feedback Summary (per Mayor's Office); remove from the agenda item 4.19 Resolution: Appointment Of E911 Coordinator (Councilor Wright)(per David White)

4.02 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 082619 cc
mtg LO.xlsx

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

Type: Action (Consent), Communication, Information

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

 openingsfor7days082119onlineandcitywebsite081
919.doc

4.04 Communication: Norman Baldwin, Assistant Director Technical Services, Chapin Spencer, Director of Public Works, Stephanie Reid, Human Resources Manager and Deanna Paluba, Director of Human Resources, re: Creation of the Asset Management Administrator position and the Reclassification and Retitling of the Capital Improvement Program Manager position to a Capital and Asset Management Program Manager position

Type: Action (Consent)

Recommended Action: to approve the creation of one Limited Service, Full-time, Exempt, Non-Union, Grade 19, Asset Management Administrator position and to approve the reclassification and retitling of the Regular, Full-time, Exempt, Non-Union, Grade 21, Capital Improvement Program Manager position to a Regular, Full-time, Exempt, Non-Union, Grade 22, Capital and Asset Management Program Manager position

 Full packet_Asset Management July 2019.pdf



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4.05 Communication: Norman Baldwin, Assistant Director Technical Services, Chapin Spencer, Director of Public Works, Deanna Paluba, Human Resources Director and Stephanie Reid, Human Resources Manager, re: Department of Public Works - Reclassification and Retitling of the Technical Service Division Administrator position to the Public Works Project Accountant position

Type: Action (Consent)

Recommended Action: to approve the reclassification and retitling of the Regular, Full-time, Non-exempt, AFSCME, Grade 15, Technical Services Division Administrator position to the Regular, Full-time, Non-exempt, AFSCME, Grade 16, Public Works Project Accountant position, to become effective immediately upon approval

 Memo_DPW Reclassification Technical Services Division Administrator to Public Works Project Account 8_20_19.doc

 DPW Technical Services August 2019 - proposed.pdf

 DPW Technical Services July 2019 - current.pdf

 Public Works Project Accountant Final 8_20_19.docx

 BoF_CC_Public Works Capital Accountant-Checklist fillable pdf.pdf

4.06 Report: Board of Assessors

Type: Action (Consent), Information, Report

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

 BOA AnnualReport fy2020 signed.pdf

4.07 Communication: Ted Barrett, re: F35s

Type: Action (Consent), Communication

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

 Communication Ted Barrett re F35s.pdf

4.08 Communication: Bob Alberry, Member, Public Works Commission, re: Resignation

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication, place it on file, advertise the vacancy (already did in 8/21 Seven Days' edition) and send a letter of appreciation to Bob Alberry thanking him for his time served as a Member of the Public Works Commission

 Communication Bob Alberry Member Public Works Commission re Resignation.pdf



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4.09 Communication: Jonathan Ryan, Chicago, Illinois, re: Police Department

Type: Action (Consent), Communication

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

Communication Jonathan Ryan re Police Department.pdf

4.10 Communication: Denton Chaffin, re: Your plan to disarm police officers

Type: Action (Consent), Communication

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

Communication Denton Chaffin re Your plan to disarm police officers.pdf

4.11 Communication: Sabina Haskell, Member, Electric Light Commission, re: Resignation

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication, place it on file, advertise the vacancy (already did in 8/21 Seven Days' edition) and send a letter to Sabina Haskell thanking her for her time served as a Member of the Electric Light Commission

Communication Sabina Haskell Member Electric Light Commission re Resignation.pdf

4.12 Communication: Martha Keenan, Capital Improvement Program Manager and Brian Lowe, Chief Innovation Officer, re: Dore & Whittier - Contract Amendment for 645 Pine St. Renovation

Type: Action (Consent)

Recommended Action: to approve and authorize the Chief Innovation Officer to amend the existing contract with Dore & Whittier on the 645 Pine Street project to extend the duration of the contract to December 31, 2019, to add additional design and project management services, and to increase the total contract amount from \$171,255 to \$243,000, subject to final approval by the City Attorney

08-22-19 - BoF-CC memo Contract Amendment Dore Whittier (645 Pine Street).pdf

BoF_CC_Checklist (645 Pine St Amendment - Final).pdf

ASR-6 645 Pine Street - Proposal_2019-07-11 revised.pdf



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4.13 Communication: Mayor's Office, Planning Department, CEDO, Permitting & Inspections Department, and Burlington Electric Department, re: BTV Housing Summit: Event & Feedback Summary

Type: Action (Consent), Communication, Information

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

note written material for this agenda item per Mayor's Office, posted on Friday, August 23, 2019, at 9:51 am, LO

201908 BTV Housing Summit_Summary of
Event and Feedback_final.pdf

4.14 Communication: Burlington International Airport, re: Valley West Apron Repair

Type: Action (Consent)

Recommended Action: 1. ☐ To Authorize the Director of Aviation, to execute engineering contracts with Jacobs Engineering Group, Inc. in the amount of up to \$133,762.00, with a 10% contingency (total authorization of \$147,138.20), upon review and approval by the Office of the City Attorney. ☐ 2. ☐ To Authorize the Director of Aviation, to execute a construction contract with Engineers Construction, Inc. in the amount of \$742,335.00 with a 15% contingency (total authorization of \$853,685.25), upon review and approval by the Office of the City Attorney. ☐ 3. ☐ To Authorize the Director of Aviation, to execute a Military Cooperative Construction Agreement (MCCA) with National Guard Bureau (NGB) for reimbursement of design, administration, engineering, and construction work costs associated with the apron repair upon approval by the Office of the City Attorney. ☐ 4. ☐ To approve the following budget neutral budget amendment with the following caps: CITY OF BURLINGTON, VT BUDGET AMENDMENTS REQUEST FY19 DEPARTMENT: Airport Increase Expense Increase Revenue Account Number Account Name (Decrease Revenue) (Decrease Expense) 401-35-000.4875_125 Federal Grant Revenue-\$1,000,823.45 401-35-000.9500_110 Capital Grant Expenditures \$1,000,823.45- Total: \$1,000,823.45 \$1,000,823.45

BOF-CC Memo_Valley West Apron(VTANG)
-FINAL.PDF

BoF_CC_Checklist Valley West Apron.pdf

BTV Valley West Apron - JEG Contract.pdf

MCCA - Valley West Apron.pdf

BTV Valley West Apron Contract - ECI.PDF

4.15 FIO Document

Type: Action (Consent), Communication, Information

Recommended Action: for information only

FIO Document.pdf

4.16 ORDINANCE: HOUSING -- Accumulation of Garbage, Trash, Abandoned Vehicles, Appliances and Furniture on any Property within the City Prohibited (Department of Permitting & Inspection Services)(1st reading)

Type: Action (Consent), Ordinance - First Reading

Recommended Action: consider this first reading and refer it to the Ordinance Committee

Housing--Accumulation of garbage, trash, etc.
Sec. 18-111.docx



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4.17 Resolution: Authorization To Execute Quitclaim Deed For 12-14 Johnson Street (Councilor Pine)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 Clerk – Quit Claim Deed for 12-14 Johnson St. (former glebe land).pdf

 Clerk - Quit Claim Deed for 12-14 Johnson St. (former glebe land) (Attachment).pdf

 Authorization To Execute Quitclaim Deed For 12-14 Johnson Street Signed CC Resolution.pdf

4.18 Resolution: Authorization To Execute Quitclaim Deed for 16-18 Johnson Street (Councilor Pine)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 Clerk – Quit Claim Deed for 16-18 Johnson St. (former glebe land).pdf

 Clerk - Quit Claim Deed for 16-18 Johnson St. (former glebe land) (Attachment).pdf

 Authorization To Execute Quitclaim Deed For 16-18 Johnson Street Signed CC Resolution.pdf

4.19 Resolution: Appointment Of E911 Coordinator (Councilor Wright) **AGENDA ITEM REMOVED**

Type: Resolution

Recommended Action: waive the reading and adopt the resolution

 DPI - Appointment of E911 Coordinator.pdf

5. Deliberative Agenda

5.01 Appointment to the Special Policing Committee

Type: Action

Recommended Action: appoint Thomas Nececkas to this Committee

 Thomas Nececkas Application for Special Committee On Policing.pdf



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5.02 Indoor Entertainment Permit Application (2019-2020): Burly Axe, 294 North Winooski Avenue

Type: Action

Recommended Action: approve the 2019-2020 Indoor Entertainment Permit Application for Burly Axe, 294 North Winooski Avenue with the following conditions: all City Permits need to be closed out with all standard conditions

 Indoor EP Application Burly Axe.pdf

5.03 Communication: Brookfield, re: Update On CityPlace Project (verbal)

Type: Information

5.04 Resolution: Requesting Public Engagement From Brookfield Properties For The CityPlace Burlington Development Project (Councilor Freeman)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

 City Council – CityPlace Burlington
Development Project - Requesting Public
Engagement from Brookfield Properties.pdf

5.05 Public Hearing Regarding Burlington Comprehensive Development Ordinance: ZA-19-04 Trees, Junkyard, and Cross Reference Correction

Type: Action, Public Hearing

Recommended Action: open the public hearingclose the public hearing

 ZA 19-03 & 04 --CC PH Notice for 8-26-19.pdf

5.06 ORDINANCE: COMPREHENSIVE DEVELOPMENT ORDINANCE - Trees, Junkyard, and Cross Reference Correction, ZA #19-04 (Planning Department, Planning Commission, Ordinance Committee)(2nd reading)

Type: Action, Ordinance - Second Reading

Recommended Action: waive the second reading and adopt the ordinance

 Zoning Amendment - ZA #19-04 Trees,
Junkyards, and Cross Reference Correction,
Secs. 3.1.2, 4.4.6, 5.5.4, 6.2.2, 13.1.2 and
Appendix A-Use Table--All Zoning
Districts.docx.pdf

 Explanatory memo to city council ZA-19-04 for
CC PH.pdf

 Zoning Amendment - ZA #19-04 Trees,
Junkyards, and Cross Reference Correction
(Attachment--Appendix A - UseTable 6-13-19).pdf

 CDO - Trees, Junkyards, and Cross
Reference Correction ZA #19-04 Signed CC
Ordinance.pdf



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5.07 ORDINANCE - Fletcher Free Library Rules Of Conduct (Councilors Mason, Bushor, Roof)(1st reading)

Type: Action, Ordinance - First Reading

Recommended Action: consider this first reading and refer it to the Ordinance Committee

****note communication for this agenda item from Mary Danko, posted on Tuesday, August 27, 2019, at 10:23 am, LO****

 Library - Fletcher Free Library Rules of Conduct, Sec. 21-43.pdf

 Communication Mary Danko Director re Library Ordinance - Proposed changes.pdf

5.08 Resolution: Amendment To Section 7 Of Appendix B, Rules And Regulations Of The City Council (Councilors Tracy, Shannon, Paulino)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

 City Council Rules & Regulations - Amendments to Appendix B (Rules of Order) Sec. 7 re Rucusal & Conflicts of Interest.pdf

 Amendment To Section 7 Of Appendix B, Rules And Regulations Of The City Council Signed CC Resolution.pdf

6. Committee Reports

6.01 Verbal Reports

Type: Information, Procedural

7. City Council - General Affairs

7.01 Verbal Reports

Type: Information, Procedural

8. City Council President - Council Updates

8.01 Verbal Reports

Type: Information, Procedural

9. Mayor - General Affairs

9.01 Verbal Reports

Type: Information, Procedural



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10. Adjournment

10.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

11. Informational and Non-Discrimination Statements

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 711 (Deaf/Hard of Hearing) 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)(Deaf/Hard of Hearing 711)

Type: Information

11.02 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. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Type: Information