



July 11, 2016

Regular City Council Meeting - Monday, July 11, 2016 - Contois Auditorium, City Hall

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1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: note additional signature (Lee Buffinton's) to agenda item 2.01 Annual Report from the Planning Commission (per Meagan Tuttle); add the Second Amendment to Memorandum of Understanding and Agreement to consent agenda item 4.23 Resolution: Authorization for Execution of Second Amendment to Memorandum of Understanding and Agreement Between The City and UVMMC (Councilor Bushor)(per City Attorney Blackwood); add to the consent agenda item 4.24 Communication: Steve Donahue, re: Mall Redevelopment and Re-Zoning with the consent action to "waive the reading, accept the communication and place it on file;"and note "suggested" motion for agenda item 5.05 Ordinance: COMPREHENSIVE DEVELOPMENT ORDINANCE - Downtown Mixed Use Core Overlay (Planning Department, Planning Commission)(1st reading)(per Councilor Shannon)

1.02 Election of City Council President

Type: Action

Recommended Action: Appoint Kurt Wright as City Council President for July 11, 2016 City Council Meeting

2. Report: Planning Commission

2.01 Annual Report from the Planning Commission

Type: Action, Information

Recommended Action: for information only--note updated report with Lee Buffinton's signature (per Meagan Tuttle)

 PC Annual Report FY 2016_City Council.pdf

 PC Annual Report FY 2016_City Council.pdf

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 following actions as indicated: note Second Amendment to Memorandum of Understanding and Agreement for consent agenda item 4.23 Resolution: Authorization for Execution of Second Amendment to Memorandum of Understanding and Agreement Between The City and UVMMC (Councilor Bushor)(per City Attorney Blackwood); add to the consent agenda item 4.24 Communication: Steve Donahue, re: Mall Redevelopment and Re-Zoning with the action to "waive the reading, accept the communication and place it on file"

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 071116
LO.xlsx

4.03 Communication: Steven Locke, Fire Chief, re: Ambulance Fee Increase

Type: Action (Consent)

Recommended Action: move to approve the fee schedule for ambulance billing services proposed in Fire Chief Locke's July 5, 2016 memo, which was approved and recommended by the Board of Finance on July 11, 2016, with the fee schedule to be effective upon passage of this motion

 Ambulance Fee Change Memo.pdf

 Ambulance Fee Change Checklist.pdf

4.04 Communication: Megan Moir, Assistant DPW Director Water Resources and Andrew Legg, Water Resources Engineer, re: Authorization to Execute Engineering Services Agreement for the Pipe Assessment and Rehabilitation Project

Type: Action (Consent)

Recommended Action: DPW Water Resources Division staff request that the City Council approve a motion authorizing Chapin Spencer, Director of Public Works, to execute an Engineering Services Agreement with Wright Pierce for the Pipe Assessment and Rehabilitation Project in the amount of \$997,204, subject to final review and approval by the CAO and City Attorney

 BoF_City Council_Checklist CWSRF Pipe
Assessment.pdf

 BOF_CC Pipe Assessment
Award_Memo_packetv2.pdf

4.05 Communication: Laura Wheelock, P.E., Public Works Engineer, re: Municipal Parking Garage Phase 1 Repairs - College Street Garage/Marketplace Garage Contract Amendment Dubois & King

Type: Action (Consent)

Recommended Action: to authorize Chapin Spencer, Director of Public Works to execute a contract amendment with Dubois & King Inc. in the amount of \$67,843 for the Municipal Parking Garage Repair - Phase 1 Project, for a total contract value of \$160,293 with contingency

 Checklist for BOF and Council Approval -DK
Amendment.pdf

 1-Memo - D&K Contract Amendment.docx



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4.06 Communication: Burlington City Arts, re: City Council Approval of BCA Community Fund Recommendations

Type: Action (Consent)

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

CommunityFund Communication.pdf

4.07 Communication: Lee Buffinton, Member, Planning Commission, re: Resignation

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication, place it file, advertise the vacancy and send a letter of appreciation to Lee Buffinton thanking her for her six years of service as a Member of the Planning Commission

Communication Lee Buffinton re Resignation
Planning Commission.pdf

4.08 Communication: Ashley Bryce, C/T Office, re: Applications for Renewals of License Agreements for Encumbrances Outside of the Church St. Marketplace for the 2016-2017 Season

Type: Action (Consent), Communication

Recommended Action: approve license agreement renewal applications for 2016-17 as recommended in the communication dated July 7, 2016

CC Encumbrance Renewals batch 5.pdf

4.09 Communication: David E. White, AICP, Director of Planning & Zoning, re: Assistant Administrative Officer Appointment Recommendation - Ryan Morrison

Type: Action (Consent)

Recommended Action: approve the recommendation of Ryan Morrison to be the Assistant Administrative Officer for the Department of Planning & Zoning

20160707_CouncilAppointmentmemo_RMorrison.
pdf

4.10 Communication: Vermont Department of Taxes, re: Notice of Education Tax Rates for Fiscal Year 2017

Type: Action (Consent), Communication

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

VT Department of Taxes Education Tax
Rates.pdf



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4.11 Communication: CCRPC, re: Transportation Improvement Program for Fiscal Years 2017-2020

Type: Action (Consent), Communication, Information

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

CCRPC Transportation Improvement Program.pdf

4.12 Communication: Public Safety Committee, re: Committee Report from the Public Safety Committee

Type: Action (Consent), Communication, Information

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

PublicSafetyCommitteeCommitteeReportMemo (1).pdf

4.13 Communication: C/T Office, re: Board of Finance Minutes for May 9, 2016

Type: Action (Consent), Communication

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

May 9, 2016.pdf

4.14 Communication: C/T Office, re: Board of Finance Minutes for May 23, 2016

Type: Action (Consent), Communication

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

May 23, 2016.pdf

4.15 Communication: C/T Office, re: Sweep Accounts & Other Bank Accounts

Type: Action (Consent), Communication, Information

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

Copy of 053116_ Sweep Report For BOF_v1.pdf

4.16 FIO Documents

Type: Action (Consent), Information

Recommended Action: for information only

FIO Documents.pdf



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4.17 Resolution: Purchase and Lease Financing of Snow Removal Equipment for The Burlington International Airport (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Team Eagle Bid proposal_specs.pdf

Bid Logs_MTE_20150904.pdf

1 - BoF_CC_Checklist MTE.pdf

MTE Memo Bof and CC.docx

BIA - Purchase & Lease Financing of MTE Equipment for Snow Removal with Key Government Finance (Team Eagle, Inc.).pdf

4.18 Resolution: Authorization for Burlington City Arts to Lease Space at 405 Pine Street (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BoF_CC_Checklist BCA Lease.pdf.pdf

City Arts, DPW - Authorization for BCA Lease at 405 Pine St.pdf

BCA Lease Agreement 405 Pine St.draft 7 6 16 clean.pdf

BCACFMemoCC (2).pdf

4.19 Resolution: Reclassification of The Director of The Fletcher Free Library Position - Library Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Checklist BOFCC Reclass Dir FFL 07 11 16.pdf

HR - Fletcher Free Library Director - Reclassification.pdf

BOFCC Packet Reclassification Library Director 07 11 16.pdf

4.20 Resolution: Creation of Two (2) Limited Service Full-time Pretrial Monitors - Community Justice Center (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Checklist for Submissions to Board of Finance Council CJC.doc

HR - CEDO - Creation of Two Pretrial Monitors - Community Justice Center (CJC).pdf

CEDO - Limited Service roles - BoF CC 07.06.16.pdf



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4.21 Resolution: Appointment of Acting Inspectors of Election for Wards Four, Five, Seven and Eight (Councilor Wright)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Clerk - City Council Appointment of Acting Inspectors of Election for Wards 4, 5, 7 and 8 for 8-9-16.pdf

4.22 Resolution: Authorization to Execute Quitclaim Deed for 53 Barley Road (Councilor Ayres)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Clerk - Quitclaim Deed for 53 Barley Road (former glebe land).pdf

4.23 Resolution: Authorization for Execution of Second Amendment to Memorandum of Understanding and Agreement Between The City and UVMC (Councilor Bushor)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

****Note Second Amendment to Memorandum of Understanding and Agreement per City Attorney Blackwood****

Second Amendment to MOU Final Draft.pdf

City Council Resolution 7-7-2016.pdf

4.24 Communication: Steve Donahue, re: Mall Redevelopment and Re-Zoning

Type: Action (Consent), Communication

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

Communication Steve Donahue re Mall Redevelopment and Re-Zoning.pdf

5. Deliberative Agenda

5.01 Public Hearing on Common Area Fees for the Church Street Marketplace for Fiscal Year 2017

Type: Action, Public Hearing



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5.02 Resolution: Allocation Method and Standards for Common Area Fee Formula, and Establishment of Common Area Fees for the Church Street Marketplace for Fiscal Year 2017 (Board of Finance)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

BoF_CC_Checklist_FY 17 Marketplace
Common Area Fee.pdf

Church St. Marketplace – Allocation Method &
Standards for Common Area Fee Formula &
Establishment of Fees.pdf

Notice of Public Hearing, FY 17 Common Area
Fee.pdf

Cover Memo BOF re FY 17 CSM Common
Area Fees 07 11 16.docx

Common Area Fees, FY 17 as of 06 02 16.pdf

5.03 Special Event Outdoor Entertainment Permit Application (two days only): Monkey House, re: Festival of Fools Event, July 29th and July 30th

Type: Action

Recommended Action: approve two day only special event outdoor entertainment permit application for Monkey House, re: Festival of Fools Event, July 29th and July 30th

Special Outdoor EP Festival of Fools
Event.pdf

5.04 Ordinance: COMPREHENSIVE DEVELOPMENT ORDINANCE - Subdivision Infrastructure Standards ZA #16-13 (Planning Department, Planning Commission)(1st reading)*Proposed Action: consider this first reading and refer to the Ordinance Committee

Type: Action, Ordinance - First Reading

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

Zoning Amendment - ZA #16-13 - Subdivision
Infrastructure Standards, Sec. 10.1.9,
10.1.11.docx.pdf

CH117 Report for ZA-16-13.pdf

ZA-16-13 and 16-14_Councilcovermemo.pdf

ZA-16-13_Council_memo.pdf



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5.05 Ordinance: COMPREHENSIVE DEVELOPMENT ORDINANCE - Downtown Mixed Use Core Overlay (Planning Department, Planning Commission)(1st reading)*Proposed Action: consider this first reading and refer to the Ordinance Committee

Type: Action, Ordinance - First Reading

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

****Note suggested motion per Councilor Shannon****

 Overlay Zoning Suggested Motion Agenda item 5.05 per Councilor Shannon.pdf

 ZA 16-14 Ordinance draft for CC 1st read 7-7-16.pdf

 CH117 Report for ZA-16-14.pdf

 ZA-16-13 and 16-14_Councilcovermemo.pdf

5.06 Resolution: Diversity, Equity and Inclusion Committee (Councilor Hartnett)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

 City Council – Diversity, Equity & Inclusion Committee.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 Statement

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 865-7142 (TTY) 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)(TTY 865-7142)

Type: Information