



Board of Finance - Monday, July 9, 2018 at 5:30 p.m. Conference Room 12, City Hall 7/9/2018

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

July 9, 2018

APPROVED – 8/13/18

MEMBERS PRESENT: Mayor Weinberger
Kurt Wright [arrived 5:37 PM]
Sharon Bushor

Karen Paul [via telephone]

MEMBERS ABSENT: Jane Knodell

OTHERS PRESENT: Beth Anderson, CAO

Rich Goodwin, DFO

Jordan Redell, Mayor's Office

Richard Haesler, Assistant City Attorney

Chapin Spencer, DPW

Patrick Mulligan, DPW

Steve Roy, DPW

Kirsten Merriman Shapiro, CEDO

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the meeting to order at 5:33 PM on July 9, 2018.

1.01 Agenda

MOTION by Councilor Paul, SECOND by Councilor Bushor, to approve the agenda as presented. VOTING: unanimous [Councilor Wright not present for vote]; motion carried.



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2.0 PUBLIC FORUM

None.

3.0 BOARD OF FINANCE APPROVAL

3.01 Contract Amendment #2, Dubois & King, Colchester Ave. Sidepath Project – DPW

MOTION by Councilor Bushor, SECOND by Councilor Paul, to approve Contract Amendment #2 of the Dubois & King agreement for engineering design services for the Colchester Avenue Sidepath Project in the amount of \$18,435, and to authorize the Public Works Director or designee to execute Contract Amendment #2 subject to review and approval by the City Attorney for a total contract amount of \$58,044.50.

DISCUSSION:

- **Public Works Director Spencer explained the sidepath is a more robust concrete facility farther from the road. The sidepath will be part of the University pedestrian infrastructure. UVM Medical Center is constructing a connection from the parking garage to the main campus and Trinity College.**

VOTING: unanimous [Councilor Wright not present for vote]; motion carried.

4.0 APPROVE AND RECOMMEND TO CITY COUNCIL

4.01 Management of Public Parking Allocation at 194 St. Paul Street - DPW

Traffic Director Mulligan explained there will be 53 spaces of public parking available 24/7 at the former Browns Court location. The public/private partnership will be very beneficial.

Councilor Paul said she does not recall discussing a monthly parking option with Champlain College for the parking and is not comfortable with the language on public parking. Also, it will take time for the public to become aware of the available public parking so the demand for transient parking should not be gauged in the first four months of the project. Director Spencer said staff is clear that the parking accessible from King Street (23 spaces) is transient. The balance of the spaces are accessible off Maple Street. Some of the spaces could be available for employee parking. None of the spaces will be designated as off limits to the public. The language can be amended to limit the number of spaces available in the monthly parking agreement to up to a maximum of 25 spaces of the 53 parking spaces. Traffic Director Mulligan added the spaces could be designated as daytime only then available at night for transient parking. Director Spencer noted Browns Court parking was historically commuter parking and then the spaces were available to Flynn goers after the commuters left. The city would like more frequent visitors to use the garage and have available the transient spaces on the street for newcomers.

MOTION by Councilor Bushor, SECOND by Councilor Wright, to approve and recommend to City Council for approval authorization for the DPW Director to execute a five year agreement and associated operations plan



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detailing the management of public parking at 194 St. Paul Street which will include up to a maximum of 20 spaces available for monthly rental with Champlain College (daytime only, 7 AM – 5:30 PM) subject to prior approval by the City Attorney.

DISCUSSION:

- Councilor Paul said if demand for transient parking at the facility is greater than what was anticipated the number of monthly rental spaces can be changed. Director Spencer said any amendment will be brought to City Council for approval.

VOTING: unanimous; motion carried.

4.02 Contract with Eastern Pipe Services for South Cove Force Main Relining – DPW

DPW Engineer Roy explained the South Cove force main has broken a number of times. Rock has worn a pinhole in the pipe and sewage leaks out so the pipe needs to be relined. The contractor only wants to handle pipe, not waste water, so the city will be the general contractor for the project and bid out the work.

MOTION by Councilor Wright, SECOND by Councilor Paul, to approve and recommend to City Council for approval the contract with Eastern Pipe Services for up to \$151,000, and to authorize the Public Works Director or designee to execute the contract and any necessary amendments up to the contingency limits. VOTING: unanimous; motion carried.

4.03 Amend Construction Contingency for Sewer and Combined Sewer Cured in Place Pipe Lining Project - DPW

MOTION by Councilor Bushor, SECOND by Councilor Wright, to approve and recommend to City Council for approval authorization to amend the contract and expend contingency funds up to an additional \$20,200 for a total construction contract cost not to exceed \$145,000 and to authorize the Public Works Director or designee to execute the necessary amendments, and further, to authorize the CAO to approve a budget amendment for the purpose of carryover of authorized, but unexpended, FY18 Waste Water capital funds from the FY19 G/L 480-19-425-000.9500 Capital Outlay necessary for completion of the project. VOTING: unanimous; motion carried.

4.04 Amend Ground Lease Agreement with Community Sailing Center - CEDO

MOTION by Councilor Paul, SECOND by Councilor Bushor, to approve and recommend to City Council for approval authorization to amend the Ground Lease Agreement between the City of Burlington and Lake Champlain Community Sailing Center, Inc.

DISCUSSION:

- Councilor Bushor asked about the following:
- Lettering in the agreement - Assistant CEDO Director Shapiro said correction has been made.
- Generic goals replacing existing Section 3.2.3 – Assistant City Attorney Haesler said the amendment is gone with the final payment. The bank needs to be comfortable the credits will be achievable.



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- **Changes in Section 14.3 – Assistant City Attorney Haesler said the changes clarify any ambiguity in the language relative to a successor entity complying with the Sailing Center mission.**
- **Section 16.1.8 not existing – Assistant City Attorney Haesler said staff will clarify the matter.**
- **Councilor Bushor said the Sailing Center is important to the city, and the mission allows people without means to have access to the lake. It is hoped the city can help the Sailing Center with the funding gap.**
- **Councilor Wright asked if \$500,000 in TIF funding was used for infrastructure improvements. Assistant CEDO Director Shapiro said the money was used for extension of Lake St., storm water work, and public infrastructure, not toward construction of the building. The bulk of the \$9.2 million has been used on projects that are complete or under construction.**

VOTING: unanimous; motion carried.

5.0 COMMUNICATION

5.01 Signature Programs and Community Service Credits – Community Sailing Center

Mayor Weinberger spoke of the positive impact of the Sailing Center programs on the city and residents. The following was highlighted:

- Any new programs must get City Council approval per the community credits requirements.
- The Sailing Center has a long history with the city and works with children in the school district three times a year. Significant scholarships are available for school program.
- Program offerings include a women's sailing program and a Vermont adaptive program.
- Plans include waterfront redevelopment and preparing for the future.

5.02 April Financial Report – C/T

CAO Anderson reported the financials look good.

5.03 Update on Debt Policy Discussion – C/T

CAO Anderson said Moody's needs to be educated on school budgeting and taxation versus city budgeting so they will take school debt out of the city's debt ratio. Conversations will continue with the school district on creating a debt policy. The Administration can provide guidance on Moody's thinking.

Councilor Bushor urged finding a way for both the city and school to advance so the community gets its needs met. There is concern about both city and school infrastructure. At one time in the past the city had more oversight of the school, but that has changed. Someone needs to be charged with overseeing the cumulative impacts of both elected bodies. Mayor Weinberger said further thoughts on the matter will be provided to the Board of finance in August.

Councilor Wright asked for a detailed presentation on the funding needed for infrastructure issues. Mayor Weinberger said staff is in the process of developing the needs and identifying projects. DPW Director Spencer said DPW has done multi-





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year capital planning on the waste water side and it appears there are millions of dollars in deferred capital upgrades. Mayor Weinberger said a decision is needed on whether General Fund dollars or enterprise funds are used. "Green infrastructure" has storm water function, landscaping, and other items usually supported by the General Fund so it makes sense in those cases to share costs.

Councilor Bushor pointed out the \$52 million loan to the city was not to clean up sewage, but was for storm water impact on the lake. Councilor Bushor asked if there is any money available that is more affordable to the city. Mayor Weinberger said much of the available funding is in the form of loans. The state paying a percentage of the lake clean up is a hotly debated item in Montpelier. Projects and the impact must be clear before the state will commit funds.

Councilor Bushor requested the Board of Finance see the list of possible uses for the unassigned fund balance compiled by the Administration.

5.04 NPA Funding – Mayor's Office

Mayor Weinberger said the request from the NPAs total \$16,000 (\$2,000 per NPA), but only \$400 per NPA is budgeted. The City Council appropriation contains \$50,000 and the NPAs can apply for those funds. The Mayor's Office is suggesting earmarking \$12,800 for NPAs from the City Council account.

Councilor Bushor suggested some funding be given to the NPAs as a pilot and then providing the balance if all works out. Mayor Weinberger said proposals for use of the funds must be submitted.

Councilor Wright suggested continuing discussion with the full board present. Mayor Weinberger said he will inform the NPAs there is receptivity to their request for funding, but proposals are needed.

5.05 Rock Point Update – Mayor

Mayor Weinberger reported the issues have been addressed to the city's satisfaction. A report will be given to City Council.

6.0 ADJOURNMENT

With no further business and without objection the meeting was adjourned at 6:57 PM.

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