



July 07, 2014

Board of Finance

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1. Agenda

1.01 Adopt/Amenda Agenda

Type: Action, Procedural

Recommended Action: Motion to adopt/amend agenda.

2. Public Forum

2.01 Public Forum

The Public is invited to speak on . . .

3. Approval of the Board of Finance Minutes

3.01 June 16, 2014

Type: Minutes

 [View Minutes from Board of Finance](#)

3.02 June 23, 2014

Type: Action, Minutes

 [View Minutes from Board of Finance](#)

4. For Approval and Recommendation to City Council

4.01 Authorization for Creation of Regular Full Time Burlington Telecom Controller Position - HR

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

 [Controller Memo to BOF July 7.pdf](#)

 [BT Controller Letter BOF 062514.pdf](#)

 [Controller 12 12.pdf](#)

 [Burlington Telecom Proposed July2014.vsd](#)

 [Resolution - Creation of Financial Controller
Burlington Telecom Apr14.pdf](#)



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4.02 Authorization for Creation and Elimination of BED Metering Services Positions - HR

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

Metering Services Positions July 2104 BOF 07.pdf

Administrator of Metering Services - 06 26 14 draft.pdf

Metering Scores.pdf

Metering Technician 06 05 14.pdf

BED Operations Existing June 2014.vsd

Letter to Board of Finance re justification to fill position.pdf

Electrician 1st Class A Metering.pdf

Troubleshooter January 2005.pdf

Resolution - BED Metering July2014.pdf

BED Operations Proposed July 2014.vsd

4.03 Authorization for Reclassification of Airport Director of Operations, Operations Foreman and Operation Specialists - HR

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

BOF MEMO Reclasification of Operations Positions BTV July 2014.pdf

DRAFT BTV Operations Foreman Grade 18.pdf

Operations Upgrades 2014 BOF.pdf

Salary Band for AFSCME and NONUNION FY 14.xlsx

BTV Org Chart July 2014 PROPOSED.vsd

DRAFT BTV Director of Operations Grade 22 B.pdf

DRAFT BTV Operations Specialist Grade 16.pdf

Willis Calss for Operations July 2014.pdf

BTV Org Chart July 2014.vsd

4.04 Moved to Item 5.05

4.05 Authorization for General Obligation Bonds from the Vermont Municipal Bank - C/T

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

Resolution Finance Board Series 2014 (00102638xC0EA5).pdf



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4.06 Authoization for TIF Bonds from the Vermont Municipal Bank re March 2014 Ballot Item - C/T

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

Resolution Finance Board Series 2014 March
2014 Ballot Items (00102640xC0EA5).pdf

4.07 Authorization for TIF Bonds from the Vermont Municipal Bank re November 2012 Ballot Item - C/T

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

Resolution Finance Board Series 2014
November 2012 Ballot Items
(00102641xC0EA5).pdf

4.08 Award Proposal and Authorize an Agreement for Copy/Print Managment Services

Type: Action

Recommended Action: Approve and Recommend Approval by the City Council

Resolution - Award proposal and Authorize
Agreement, Copy Management Services.docx

Copy Print Management
Recommendation.doc

4.09 Authorization to Adopt FY15 Fee Schedule and Amend Budget - P/Z

Type: Action, Resolution

Recommended Action: Approve and Recommend City Council Approval

FY15BudgetAdjust_planning_20140703.pdf

Planning & Zoning Fee Schedule.pdf

FY2015_FeeSchedule_BoFmemo20140630.pdf

FY2015_FeeSchedule_proposed20140630.pdf

5. For Board Action

5.01 Authorization for planBTV South End - Phase 1 - Real Estate Market Analysis - P/Z

Type: Action

Recommended Action: Approve the Contract

BoF-Council Contract Approval.pdf

Appendix A - Scope of Work.pdf

HR&A Agreement June 2014.pdf



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5.02 Authorization for Contract for Replacement of Miller Center Roof - DPW

Type: Action, Resolution

Recommended Action: Approve the Contract

Contract Evergreen Roofing Miller Center upper roof 6-26-14.pdf

Evergreen Cert for City of Burlington.pdf

ATTACHMENT C standard contract provisions - construction not design.pdf

BoF Evergreen contract approval request 6-26-14.pdf

ATTACHMENT B Miller roof replacement.pdf

5.03 Authorization for Contract for Replacement of Fire Station #2 Roof - DPW

Type: Action, Resolution

Recommended Action: Approve the Contract

BoF Consumer Construction contract approval request 6-26-14.pdf

ATTACHMENT B roof replacement FS 2.pdf

contract agreement for construction services Consumer Construction 7-1-14.pdf

ATTACHMENT C standard contract provisions - construction not design.pdf

5.04 Authorization for Design Contract for Champlain Elementary Pedestrian Project - DPW

Type: Action

Recommended Action: Approve the Contract

BOF_July 2014_BURLINGTON STP BP13(6)_Design Contract.pdf

5.05 Authorization for Contract for Facility Condition Assessments - DPW (previously item 4.04)

Type: Action, Resolution

Recommended Action: Approve the Contract

EMG contract approval request BoF for 7-7-14.pdf

CONSULTANT CONTRACT PROVISIONS -EMG.pdf

Evaluation form 8-15-13.pdf

FCA - Cost Summary 9-06-2013 R1.pdf

Burlington FCA Proposal Conditional Assessments 5-30-14.pdf

contract EMG for Condition Assessments of Municipal Buildings.pdf

Facility Condition Assessments-Chronology State of Vermont.pdf

RFP - Facility Condition Assessments - 07-15-13R1 State of VT.pdf



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6. Discussion

6.01 Discussion of Internal Control Self-Assessment Checklist - C/T

Type: Discussion

 062314_COSO Self Assessment.pdf

6.02 PSB Regulatory Proceeding and Potential Witnesses

Type: Discussion

7. Adjournment

7.01 Adjourn the Meeting

Type: Procedural