



June 26, 2017

Board of Finance - Monday, June 26, 2017 at 5:00 p.m. Conference Room 12, City Hall

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Adopt/Amend the Agenda

Type: Action

Recommended Action: Adopt the agenda with an amendment to remove item 5.06 - Authorization to approve the reorganization of BTV

 BOF 6 26 17.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 June 5, 2017

Type: Action

Recommended Action: Approve and recommend City Council approval

 BURLbof6517.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization to award contract to Courtland Construction for Waterline Replacement - DPW

Type: Action

Recommended Action: Approve and recommend City Council Approval

 1 - BOF CC Memo 5-30-17.pdf

 2 - Waterline Replacement Bid Tab.pdf

 3 - Draft Agreement.pdf

 4 - BoF_CC_Checklist.pdf



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5.02 Authorization to approve a contract with A.Cooper Mechanical for 645 Pine Street renovation - DPW

Type: Action

Recommended Action: Approve and recommend City Council approval

 BoF-CC memo 645 Pine St renovations
6-26-17FINAL.pdf

 BoF_CC_Checklist ACooper 645 Pine
renovation.pdf

5.03 Authorization to execute a contract amendment with Preferred Construction, Inc. - DPW

Type: Action

Recommended Action: Approve and recommend City Council approval

 BoF-CC memo Preferred Contractors
amendment 6-19-17 FINAL.pdf

 BoF_CC_Checklist Preferred Contractors
6-19-17.pdf

5.04 Authorization to participate in the RPC/DEC Municipal Roads Grants-In-Aid Pilot Project - DPW

Type: Action

Recommended Action: Approve and recommend City Council approval

 Grants In Aid final.pdf

5.05 Authorization to approve Great Streets budget and contract amendment - P&Z

Type: Action

Recommended Action: Approve and recommend City Council approval

 Memo for BoF & CC SUD Amendment 3
Memo_v3_06142017.pdf

 CEDO - Great Streets Project - Amend
Suisman Urban Design Contract and Capital
Budget re St. Paul St. section.pdf

 Scope Letter for CC BOF 06262017.pdf

 BoF_CC_Checklist Great Streets 062017.pdf

5.06 REMOVED - Authorization to approve the reorganization of BTV - HR

Type: Action

Recommended Action: Approve and recommend City Council approval

 2BoF packet - BTV - Reorg v3.pdf

 HR – BIA – Update to Staffing Structure of
Burlington International Airport.pdf



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5.07 Authorization to approve the reorganization of Parks, Recreation and Waterfront - HR

Type: Action

Recommended Action: Approve and recommend City Council approval

BOFCC Parks FY18 Reorg NoWSHM Packet.pdf

HR - Parks - Reorganization - Update to Staffing Structure of the Department.pdf

20170621 BoF_CC_Checklist fillable pdf.pdf

5.08 Authorization to reclassify the vacant Environmental Specialist role at the McNeil Generation Station - BED

Type: Action

Recommended Action: Approve and recommend City Council approval

BoF Packet BED - HR - Environmental Specialist.pdf

Resolution - Reclassification BED Environmental Specialist 061917.pdf

BoF_CC_Checklist.fillable_ES pdf.pdf

5.09 Authorization to execute the U.S Department of Housing and Urban Development Continuum of Care Grant Agreement - CEDO

Type: Action

Recommended Action: Approve and recommend City Council approval

BOF.CC Memo CoC Planning Grant 7.17.pdf

HUD Contract.pdf

CoC 6.17 BoF_CC_Checklist fillable pdf.pdf

5.10 Authorization to approve the 2017 Action Plan, revised Citizen Participation Plan and amendments to 2014, 2015, 2016 Action Plans - CEDO

Type: Action

Recommended Action: Approve and recommend City Council approval

2017 Communication for Council Action Plan Approval (002).pdf

Draft Action Plan 6.19.17.pdf

Updated 2013 Citizen Participation Plan 6.2017 (003).pdf

CA One year action plan resolution revised 2017 (RH edit).pdf

2017 Action Plan BoF_CC_Checklist fillable pdf.pdf



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5.11 Authorization to accept Ewing Marion Kauffman Foundation Grant - CEDO

Type: Action

Recommended Action: Approve and recommend City Council approval

CEDO Mayor's PrizeMemo06212017Final.pdf

CEDO Mayor's Prize BA06212017Final.pdf

1-1-16 Kauffman MOU FINAL.pdf

KaufmanGrantAwardLetter06212017.pdf

Checklist06212017.pdf

5.12 Authorization to utilize Contingency Funds for Family Room - Mayor's Office

Type: Action

Recommended Action: Approve and recommend City Council approval

06-20-17 Family Room Memo-Final.pdf

5.13 Authorization to extend payment for UVM services agreement - Mayor's Office

Type: Action

Recommended Action: Approve and recommend City Council approval

6-6-17 Payment for Services agreement.pdf

5.14 State-required yearly Financial Management Questionnaire - C/T

Type: Action

Recommended Action: approve and recommend City Council approval

Financial Mgt. Questionnaire - FY 17.pdf

5.15 Sweep Account - C/T

Type: Action

Recommended Action: Approve and recommend City Council approval

Copy of 05312017_ Sweep Report For
BOF_V2.xlsx

5.16 Monthly financials - C/T

Type: Action

Recommended Action: Approve and recommend City Council approval

Copy of May Financial run 6-22-17.xlsx



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6. Communication

6.01 Outcome of Bond Financing

Type: Communication

 Memo_Rich
Goodwin_GO__Water_2017_V2.pdf

6.02 FY17 Regional Programs - Services Rendered Inc. and Vermont Council on Rural Development - Mayor

Type: Communication

 6-23-17 BOF Special Projects-Emerging
Needs memo.pdf

7. Adjournment

7.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting