



June 23, 2014

Board of Finance

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1. Agenda

1.01 Adopt/Amenda Agenda

Type: Action

Recommended Action: Motion to adopt/amend agenda.

Proposed Amendment: Add Item 5.02 Authorization for Contract with Alliance Mechanical for Library Chiller Replacement - DPW to the agenda.

2. Public Forum

2.01 Public Forum

The Public is invited to speak on . . .

3. Approval of the Minutes

3.01 May 19, 2014

Type: Action, Minutes

Recommended Action: Motion to approve.

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3.02 June 9, 2014

Type: Minutes

To view the minutes, look above and click the "view minutes" link next to the clock icon.

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4. For Approval and Recommendation to City Council



4.01 Authorization to Reclassify Associate Parks Project Coordinator Position from Limited Service to Full Time - HR

Type: Action, Resolution

Parks and Rec July 2014_Current.pdf

Associate Parks Project Coordinator June 2014.pdf

Memo_Associate Parks Project Coordinator.pdf

Parks and Rec October 2013_Parks Division.pdf

PR Memo Limited Service Request to Regular Full Time.pdf

4.02 Authorization for Recategorization of CJC Program Specialist and Creation of CJC Office Assistant II Position - HR

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

HR – CEDO, CJC-Recategorize Offender Reentry Program Specialist to Regular Full Time & Create Office Assistant II.pdf

BOF and CC Letter CEDO Position Creation and Recategorization June 2014.pdf

DRAFT Offender Reentry Program Specialist -CJC June 2014.pdf

DRAFT Office Assistant II CJC June 2014.pdf

Visio-CEDO June 2014.pdf

Visio-CEDO June 2014 Proposed.pdf

Willis Calss for Office Assistant II CJC June 2014.pdf

4.03 Authorization for Contract with Splash - Parks

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

1-20140623 Splash Contract Authorization Memo.pdf

2014 DRAFT Splash Contract (Final).pdf

Parks – Authorization to Execute Boathouse Concession and Lease Agreement with Big Splash Catering, Inc..pdf



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4.04 Authorization for Contract with Spirit of Ethan Allen - Parks

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Parks – Authorization to Execute Concession & Lease Agreement with Green Mountain Boat Lines (Spirit of Ethan Allen III).pdf

2-20140623 Green Mountain Boat Lines (Spirit of Ethan Allen) Contract Authorization Memo.pdf

2014-2018 Spirit Contract - Final.pdf

4.05 Authorization for Contract with Burlington Kids - Parks

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

3-20140623 Burlington Kids Contract Authorization.pdf

Parks – Authorization to Execute Agreement with Burlington School District for After School Programming & Services.pdf

3-Grants Bkids - BPR Contract FY15.FINAL.pdf

4.06 Authorization to Purchase Small Parcel of Land - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

BIA – Authorize Purchase of 10' x 70' Parcel of Land behind 44 Dumont Ave. Adjacent to Airport.pdf

Finance Board Memo-Land 44 Dumont.pdf

4.07 Authorization for Airport Hangar Lease Agreement with David Mendel of Forest Travel, Inc. - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

BIA – Authorize Lease with David Mendel of Forest Travel for Space in North Hangar Building.pdf

Finance Board Memo- Forest Travel, David Mendel.pdf

AIRPORT HANGAR RENTAL - Forest Travel - David Mendell.pdf



4.08 Authorization for Airport Hangar Lease Agreement with Perry Sporn of Sporn Co. Inc. - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

AIRPORT HANGAR RENTAL - Perry Sporn
North Hangar.pdf

BIA – Authorize Airport Hangar Lease
Agreement with Perry Sporn for Space at North
Hangar.pdf

Finance Board Memo- Sporn Lease - North
Hangar.pdf

4.09 Authorization for Construction and Resident Engineer Services Contracts for Waterfront Access North Project - CEDO

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Stantec WAN Resident engineer services
scope of work.pdf

Holye Tanner & Associates 2014 billing
rates.pdf

CEDO – Authorization to Execute Waterfront
Access North Project Phase II Contract for
Construction.pdf

Stantec 2014 billing rates.pdf

memo_to_BoF and CC for WAN_GC and RE
contracts_June 23 2014_ for packets_revised_
061914.pdf

CEDO – Authorization to Execute Waterfront
Access North Project Phase II Contract for
Resident Engineer Services.pdf

4.10 Authorization for Sailing Center Lease Amendment - CEDO

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

CEDO – Lease Agreement Amendment #3
with Lake Champlain Community Sailing Ctr.,
Inc..pdf

memo_to_BoF and CC for CSC lease_June
23 2014.pdf

CSC Lease & Amendments.pdf

CSC Lease Agreement Amendment No 3 -
061714.pdf

June 2014 CSC lease exhibit D.pdf

4.11 Authorization for Smart Parking Meter Purchases - DPW

Type: Action

BOF Meter Purchase 06_20_2014.pdf



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4.12 Authorization for Contract with Vermont Worker's Center to Serve as Designated Accountability Monitor - Attorney

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Agreement to Serve as Designated Accountability Monitor.6 18 2014.pdf

City Attorney - Approval of Designated Accountability Monitor Contract with Vermont Worker's Center.pdf

Ex. B Budget for DAM Coordination.pdf

Livable Wage Ordinance as adopted and signed by mayor.10 30 13.pdf

MEMORANDUM re Contract with VWC to serve as DAM.pdf

4.13 Review Monthly Financials as of June 18, 2014 - C/T

Type: Action

Recommended Action: Recommend City Council Approval

061914_May Financial_UseMe.xlsx

4.14 Review Sweep Account Report - C/T

Type: Action

Recommended Action: Recommend City Council Approval

062014 - Sweep Account_Rg.xlsx

5. For Board Action

5.01 Allocation of FY14 Special Projects - Emerging Needs Funds to Support Generator - Mayor

Type: Action

Recommended Action: Approve the Allocation

06-19-14 Generator BOF memo - final.pdf



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5.02 Authorization for Contract with Alliance Mechanical for Library Chiller Replacement - DPW

Type: Action

Recommended Action: Approve the Contract

Proposed addition to the agenda

FFL chiller replacement Contract approval request Board of Finance 6-20-14.pdf

DRAFT contract agreement for FFL CHILLER REPLACEMENT 6-20-14.pdf

Certification of Compliance with Outsourcing Ordinance.pdf

ATTACHMENT C standard contract provisions - construction not design.pdf

Alliance Proposal chiller replacement.pdf



Certification of Compliance with Union Deterrence Ordinance.pdf

Certification of Compliance with Livable Wage Ordinance.pdf

Alliance submittal for chiller replacement.pdf

6. Discussion

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

Type: Communication, Discussion

061914_Pre_Assessment Checklist.pdf