



June 09, 2014

Board of Finance

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1. Agenda

1.01 Adopt/Amenda Agenda

Type: Action

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 May 19, 2014

Type: Action, Minutes

Recommended Action: Approve Minutes

 [View Minutes from Board of Finance](#)

4. For Approval and Recommendation to City Council

4.01 UVM Fee for Service Resolution

Type: Action

Recommended Action: Recommend City Council Approval

 [FY15 - UVM Payment for Services.pdf](#)

 [City council Board of Finance UVM letter.pdf](#)

4.02 Authorization for Joint Use Agreement - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

 [Finance Board Memo-AJUA.pdf](#)

 [Resolution Airport Joint Use Agreement.FB.pdf](#)



June 09, 2014

Board of Finance

4.03 Authorization for Purchase of Two Residential Properties (AIP-94) - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Resolution AIP-94 two properties.pdf

Finance Board Memo-Land AIP-94.pdf

4.04 Authorization for Contract for Design and Engineering of Airport Carwash - Airport

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Resolution June 16th, 2014- Authorization for design and engineering of car wash facility.pdf

Finance Board - Car Wash Facility Design and Engineering.pdf

4.05 Authorization for Establishment of FY15 Common Area Fees - Marketplace

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Common Area Fee FY 15.pdf

Cover Memo Board of Finance re CSM Common Area Fees.pdf

DRAFT CC Resolution CSM Common Area Fee v3.pdf

4.06 Authorization for Bike Path Rehabilitation Contract Addendum - Parks

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

2014-05-29 Task Breakdown and Budget Estimate.pdf

2014-06-04 BTV Bike Path Schedule_Draft.pdf

20140604 BOF Bike Path Change Order Memo.pdf

4.07 Authorization for Budget Amendment - Parks

Type: Action

Recommended Action: Recommend City Council Approval

20140606 Budget Adjustment Miller Center Floor to PFP - BoF Memo.pdf

20140616 Resolution Authorizaiton of Miller Center Grant Funds to Penny for Parks.pdf

20140522 Budget Adjustment Miller Floor to PFP.pdf



4.08 BED Management Compensation - HR

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

BED Mgr Compensation May14 BOF.pdf

BOF Approval Manager Positions BOF 05 19 14.pdf

Chief Financial Officer.pdf

Manager of Customer&Energy Services.pdf

Manager of Risk Management & Governmental Affairs_05 07.pdf

Resolution - BED Market Rate Adjustments for CFO et al.pdf

4.09 Authorization to Accept Justice Assistance Grant - Police

Type: Action, Resolution

6-7-14 JAG memo to BOF.pdf

4.10 Authorization for Waterfront Access North Contracts - CEDO

Type: Action, Resolution

Recommended Action: Recommend City Council Approval of Environmental Services Contract and Approve the Skatepark Contract

060514 WAN Environmental Services_ Scope of Work and CE_for contract.pdf

Grindline Moran Park_Burlington CA Services 060414.pdf

WAN CA services contract w Grindline draft 060314 for BOF.pdf

WAN environmental services contract w Johnson Comapany draft 060314 for BOF.pdf

memo_to_BOF for WFN_schedule and contracts final 060514_revised 060614.pdf

4.11 Request to Borrow Money from City's Sweep Account Backed by UDAG Receivable to Cover FY14 Anticipated Deficit - CEDO

Type: Action, Resolution

Recommended Action: Reccommend City Council Approval

6-6-14 Resolution Authorization for Budget Amendment for CEDO FY 14 budget shortfall.pdf

6-6-14 CEDO FY14 Budget Amend Memo - BoF.pdf



4.12 Request to Borrow Money from City's Sweep Account to Cover FY14 Anticipated Deficit - Schools

Type: Action

Recommended Action: Approve and Recommend Approval by the City Council

Supporting documents will be sent at a later date.

Resolution - Board of Finance - City Loan to BSD 6-6-14.pdf

PromissoryNoteemail.pdf

BOF Motion.pdf

4.13 Revised Burlington Electric Department Budget Presentation

Budget Presentation FY15 - 060914 City.pdf

4.14 FY15 Budget Presentation

Type: Action, Resolution

Recommended Action: Recommend City Council Approval

Budget resolutions FY15-- airport GAN.changes accepted.pdf

Budget resolutions FY15-- annual appropriation and budget.changes accepted.pdf

budget resolutions FY15--regional programs.changes accepted.pdf

Questions on FY15 budget.pdf

by GF DEPT master.pdf

Budget resolutions FY15-- airport RAN.changes accepted.pdf

Budget Resolutions FY15-- Public Improvement Bonds for FY 2015.changes accepted.pdf

Budget resolutions FY15-- Annual Tax Assessments on Property Grand List changes accepted.pdf

Personnel Listing.pdf

4.15 Internal Financial Controls - C/T

Type: Action

Recommended Action: Recommend City Council Approval

Items for Discussion

- a. Internal Controls Checklist
- b. Draft Overview of COSO

FY 14 Internal Controls Checklist.pdf

060514_TimeLine.pdf

060514_DRAFT COSO.pdf



June 09, 2014

Board of Finance

4.16 Delegation of Authority for Budget-Neutral Amendments within City Departments' Individual Budgets - C/T

Type: Action

Recommended Action: Approve and Recommend Approval by the City Council

Resolution - Delegation of Authority for Budget-Neutral Amendments within City Depts 6 9 2014.pdf

CAO memo re quarterly budget amendment reports.pdf

5. For Board Action

5.01 Allocation of FY14 Special Projects - Emerging Needs Funds - Mayor

Type: Action

6-6-14 VTIFF CATMA BOF memo - mw edits.pdf