



June 06, 2022

**Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM**

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

1. Agenda

1.01 Motion to adopt the agenda

Type: Action, Procedural

Recommended Action: motion to adopt the agenda

2. Public Forum **See item for signup instructions**

2.01 Verbal Comments

Type: Action, Procedural

To participate in Public Forum in person sign up at the meeting. To participate in Public Forum via ZOOM sign up here: <https://www.burlingtonvt.gov/citycouncil/publicforum> Do not sign up in person and via Zoom - select one only

3. Consent Agenda

3.01 Motion to adopt the consent agenda and take the actions as indicated

Type: Action (Consent), Procedural

Recommended Action: motion to adopt the consent agenda and take the actions as indicated

3.02 Board of Finance Meeting Minutes, May 23, 2022

Type: Action (Consent), Information, Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, May 23, 2022, 4:30 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall

4. Review Of General Fund Budget



June 06, 2022

Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

4.01 Review Of General Fund Budget

Type: Discussion, Information

GF Draft 2 Budget.xlsx

AFB Recommendations June 2022.xlsx

IT equip_memorial_5_2022.pdf

Updated GF FY23 Presentation_June 6
final.pptx

BPRW Unassigned fund balance requests
final.pdf

5. For Approval and Recommendation to City Council

**5.01 Authorization to Execute Contract with Wind River Environmental, LLC for Catch Basin
Cleaning Services - DPW - Water Resources**

Type: Action

Recommended Action: to approve and recommend that the City Council authorize Chapin Spencer, Director of Public Works, to execute a contract with Wind River Environmental, LLC with a maximum limiting amount of \$75,900 for catch basin cleaning services in Fiscal Year 2023, with the option to renew the contract for an additional 1-year term, subject to review by the City Attorney's Office

BOF_CC Checklist_CB
Contractor_6.6.2022.pdf

CB Contract BOF-CC
Memo_06.6.2022_Final.pdf

**5.02 Authorization For \$188,927 Amendment To Construction Loan From Vermont Clean Water
State Revolving Fund And Execution Of A Contract With Engineers Construction, Inc. For \$188,312
For The Design-Build Rehabilitation Of The Flynn Avenue Sewage Forcemain - DPW - Water
Resources**

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - DPW - Flynn Fletcher Step III
CWSRF (WW) Construction Revised Amount
(FINAL).pdf

Flynn FM Rehab - ECI Bid - 5.3.22.pdf

1 - BOF CC Memo 6.6.22 Flynn Forcemain
Rehabilitation Construction Contract.pdf

Flynn Forcemain and Loan Amendment - BOF
CC Checklist 6.6.2022.docx



June 06, 2022

Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

5.03 Authorization For \$198,926 Amendment To Planning Loan From Vermont Clean Water State Revolving Fund And Execution Of An Amended Consultant Agreement With Hoyle Tanner Associates For \$398,881 For Planning of Industrial Pretreatment Program - DPW - Water Resources

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

 Resolution - DPW - Industrial Pollution Prevention Program (IPPP) Loan and Contract Amendment (FINAL).pdf

 BoF_CC Checklist IPPP Amendment Authorization.pdf

 IPPP Amendment Authorization Memo BoF_CC 6-6-22.pdf

5.04 ARPA Funds - Water, Wastewater and Stormwater - DPW - Water Resources

Type: Action

Recommended Action: to approve and recommend that the City Council approve and authorize the reallocation of the remaining portion of the previously-allocated ARPA funding earmarked for the University Place water main project in the amount of \$860,000 to other Water Capital Investments, in substantial conformance with those described in the above Water/Wastewater/Stormwater ARPA funding table, and subject to the approval of expenditures by the Chief Administrative Office pursuant to the City's spending policies

 1 - BOF CC Memo ARPA Funds - 6.6.2022 FINAL.pdf

 ARPA Fund Reallocation - BOF CC Checklist FINAL 6.6.2022.docx

5.05 Engineering Services Agreement for Reservoir Improvements Project - DPW - Water Resources

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of the Department of Public Works to execute an Engineering Service Agreement with Dufresne Group, for a maximum limiting amount of \$90,000, for Preliminary Engineering Services for the Reservoir pump station project, subject to the final review and approval of the City Attorney's Office

 1 - BOF CC Memo 6-6-2022 - Dufresne Group Step 1 ESA_Final.pdf

 Reservoir Improvements Project - BOF CC Checklist.docx

5.06 Reclassification request for Community Service Officer - Police

Type: Action

Recommended Action: to approve and recommend that the City Council approves the reclassification of the Community Service Officer, a Regular, Full-time, Non-Exempt, AFSCME, Grade 14 position to Community Service Officer, a Regular, Full-time, Non-Exempt, AFSCME, Grade 15 position, including retroactive pay back to May 23, 2022

 CSO RECLASS June 2 2022.pdf



June 06, 2022

Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

5.07 Reclassification request for Domestic Violence Victim Advocate - Police

Type: Action

Recommended Action: to approve and recommend that the City Council approves the reclassification of the Domestic Violence Victim Advocate, a Regular, Full-time, Non-Exempt, Grade 14 position to a Regular, Full-time, Non-Exempt, Grade 17, position, including retroactive compensation back to May 23, 2022

 ReclassDVAA June 2, 2022 revised.pdf

5.08 FY23 Traffic Markings Contract Award Request - DPW - Parking and Traffic

Type: Action

Recommended Action: to approve and recommend that City Council authorize the Director of Public Works to execute a contract with L&D Safety Markings for a maximum limiting amount of \$153,808.43 for pavement marking, subject to review and approval by the City Attorney's Office

 FY23 Pavement Markings - 2022 0606.pdf

 BoF CC Checklist - Pavement Markings
Contract- 2022 0606.pdf

5.09 BED FY23 Rate Changes - BED

Type: Action

Recommended Action: to recommend the City Council authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting an increase in Burlington Electric Department rates of 3.95 percent beginning in Fiscal Year 2023 as proposed

 BED Rate Change Memo 6.6.22 FY2023.docx

 BOF CC Checklist 6.6.22 Rate Change FY
23.docx

 FY23 BED budget slides Commission and
BOF 05.18.22.pdf

5.10 EV Charging Grant Acceptance - BED

Type: Action

Recommended Action: to recommend the City Council authorize the General Manager of the Burlington Electric Department to execute a grant agreement, subject to final review and approval from the City Attorney's Office, with the State of Vermont for an amount up to \$95,293.98 to support installation of electric vehicle charging in Burlington, consistent with the terms and conditions of the agreement

 BED EV Charging Grant Memo 6.6.22
FY2023.docx

 BOF CC Checklist 6.6.22 EV Charging grant
.docx



June 06, 2022

Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

5.11 Grant Acceptance for District Energy Federal Funds and Resolution Supporting Creation of District Energy 501(c)(3) - BED

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the General Manager of Burlington Electric to enter into an agreement with the U.S. Department of Energy, subject to final review from the City Attorney's Office, to accept a grant award of \$5.16 million to support construction of the proposed Burlington District Energy system, with the understanding that such funds will ultimately be utilized to 1. Reduce financed capital costs of the steam infrastructure system that would be owned and operated by the Burlington District Energy non-profit, and 2. Provide for the purchase of an electric boiler owned and operated by BED, that would provide supplemental and backup steam to the District Energy system

BOF CC Checklist 6.6.22 DES grant .docx

District Energy Grant and Resolution 6-6-22
BoF-CC.docx

FY22 CDP Burlington Electric Department.pdf

5.12 Supporting McNeil Generating Station District Energy Project With Vermont Nonprofit Burlington District Energy, Inc. - BED

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - BED - District Heating Project
(FINAL).pdf

District Energy Grant and Resolution 6-6-22
BoF-CC.docx

BOF CC Checklist 6.6.22 DES
Resolution.docx

5.13 Bolt Mobility Corporation Lease - BPRW

Type: Action

Recommended Action: to approve and recommend a one-year lease with Bolt Mobility Corporation on the terms provided in and substantially in conformance with the attached lease, and to authorize Mayor Weinberger to execute the leases, subject to final approval by the City Attorney's Office

Bolt Lease_Memo 20220606_Final.pdf

BOF CC Checklist_Bolt lease.docx

5.14 Allocation Method And Standards For Common Area Fee Formula, And Establishment Of Common Area Fees For The Church Street Marketplace For Fiscal Year 2023 - CSM

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

Resolution - CSM - Marketplace Common
Area Fees FY23 (FINAL).pdf

CSM Common Area Fees FY 23_Attachment
A_FINAL.pdf

6. Adjournment



June 06, 2022

**Board of Finance Meeting, Monday, June 6, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM**

6.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn