



**Board of Finance Meeting - Monday, June 1, 2020, 5:30 pm,
Remote and Virtual Access: The Board of Finance Meeting will be
entirely remote and virtual. There are several ways to tune in: 1.
CCTV YouTube Channel or on Burlington Telecom Channel 317.**

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

June 1, 2020

MEMBERS PRESENT: Mayor Weinberger

Council President Tracy

Councilor Paul

Councilor Pine

Councilor Dieng

OTHERS PRESENT: Katherine Schad

Suzan Molzon

Norm Baldwin

Richard Goodwin

Eileen Blackwood

Chapin Spencer

Jordan Redell

Lori Olberg

Amy Bovee

Gene Richards

Nicolas Longo

Marie Friedman

Larry Lackey



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Shelby Losier

Martin Lee

Darren Springer

Emily Stebbins

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5:35 PM.

1.
 - i. Motion to amend/adopt agenda

MOTION by Councilor Pine, SECOND by City Council President Tracy, to amend and adopt the agenda as follows:

- **Add item 3.09 CEDO CDBG Home Plan**

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM

2.01 Verbal Comments

- Erin Barnaby asked the City to pass a budget that would support public services for the Burlington community, including support for workers and renters. She noted that one-fourth of the City's budget is devoted to the police, and suggested shifting some of that funding to other sources to ensure a more equitable budget.
- Dana Stimson noted support for the proposed resolution to add a Burlington income tax and secure a basic minimum wage, and spoke out against the proposed budget and its allocation of funds to the Burlington Police Department.
- Walter Keaty demanded that the City pass a budget for the common good, which would support public services, public workers, and the City's vulnerable populations.

Public forum closed at 5:47 PM.



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3.0 FOR APPROVAL AND RECOMMENDATION TO CITY COUNCIL

3.01 VIA - Contract amendment for City Hall Improvements - DPW/IT/CAO

Mayor Weinberger introduced this item, stating that the previous year's budget included a \$1 million project for renovations to City Hall, and that conceptual design work began last year.

Capital Improvement Program Manager Keenan gave an update on current activity and proposed future work on this renovation project, noting that the overarching goal for renovations is to create a safer, more secure, and more energy-efficient space for employees. She noted that some departments would be moved to City Hall from other locations (such as Payroll) and that an increased level of separation between public activities and employee workspace would be created through these renovations. She further noted that the main work would be done to the ground floor of the facility, that the auditorium's audio and lighting would be improved, and that a security wall would be added to the second floor. She spoke about the timeline for the project, stating that the Request for Proposals (RFP) would be released in August with an anticipated construction award in September and an anticipated completion date by January. She further noted that now is an ideal time to conduct this work, as many employees are currently working remotely and would not be disrupted by renovation work in the building. She finally noted that this activity would invest in the local economy by contracting the work out to local companies, and that the capital allocation for this work are not part of the General Fund.

Council President Tracy asked whether there would be an indoor bike parking place for members of the public and asked for more specifics about door security. Ms. Keenan replied that the existing bike storage would be maintained and that doors would be electronically locked and accessed through keycards, and would keep the public from wandering into secure spaces.

Councilor Dieng asked about the funding source that would be used for this investment. Ms. Keenan noted that this project would be paid for through the capital budget, which comes from general obligation bonds that are approved by voters and can be used for very specific activities. She further noted that the RFP would be for construction work, but that the contract amendment being considered today is for the architect to draft the specifications for that construction and then conduct oversight of construction as it occurs.

Councilor Pine noted that these changes are wise investments in terms of preserving infrastructure, improving working conditions, and helping with safety issues. He noted that City dollars are very restricted in terms of what they can be used for. He asked whether the anticipated energy savings from these improvements would cover the cost of the bond. Ms. Keenan replied that the City is working with the Burlington Electric Department (BED) on that analysis.

MOTION by Councilor Dieng, SECOND by Councilor Paul, to approve and recommend that the City Council authorize the Director of Public Works to amend the existing contract with VIA for design, construction documents, and project management services at City Hall by increasing the total contract amount from \$36,063 to an amount not to exceed \$135,000, subject to final review and approval by the City Attorney.

VOTING: unanimous; motion carries.



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3.02 Request for Approval for \$270,000 for Long Line Painting, Traffic Paint, and Stencils – DPW

MOTION by Councilor Paul, SECOND by City Council President Tracy, to approve and recommend that the City Council authorize the Director of Public Works to execute a contract with L&D Painting with a maximum limiting amount of \$270,000.00 for the provision of long-line pavement markings, traffic paint, and stencils, subject to approval by the City Attorney's Office.

VOTING: unanimous; motion carries.

3.03 Leddy Park Tennis Courts Reconstruction - Parks, Recreation & Waterfront

MOTION by Councilor Paul, SECOND by Councilor Pine, to approve and recommend that the City Council approve and authorize the execution of a contract with Vermont Recreational Surfacing & Fencing Inc., for a price not to exceed \$165,581.00 for the Leddy Tennis Courts Reconstruction project, plus a project contingency of \$16,500.00, and to authorize Cindi Wight, Director of Parks and Recreation, to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office.

VOTING: unanimous; motion carries.

3.04 Authorization For \$2,560,000 Loan From Vermont Clean Water State Revolving Fund For Upgrade Of Stormwater Collection System – DPW

MOTION by Councilor Pine, SECOND by City Council President Tracy, to recommend that the City Council approve the attached resolution.

DISCUSSION:

- Councilor Dieng asked if this is part of the larger \$30,000,000 bond, and Director Spencer replied that yes, this is the stormwater collection system component of the clean water resiliency plan that was previously approved by the voters.
- Councilor Pine asked if staff could speak to the impact of these upgrades and how they could prevent sewer issues in the lake. Mr. Spencer replied that the clean water resiliency plan is looking to modernize much of the City's aged infrastructure, including waste and stormwater, further noting that the disinfection system is slated for overhaul this year and that there is an active bid for that work.
- Councilor Pine asked Mayor Weinberger about rate restructuring and rate relief for low income residents. Mr. Spencer replied that staff were directed to bring forward a rate study for the City Council's consideration, but that there have been COVID-19-related delays in this work. He added that staff are confident that the City can bring forward a budget with a 0% rate increase for Fiscal Year 2021. He added that staff will take additional time over Fiscal Year 2021 to propose either mid-year changes or changes for Fiscal Year 2022.



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VOTING: unanimous; motion carries.

3.05 Stormwater System Revenue General Bond Resolution Adopted June 2020 – DPW

MOTION by Councilor Pine, SECOND by City Council President Tracy, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

3.06 Stormwater System Revenue Supplemental Bond Resolution No. 1 – DPW

MOTION by City Council President Tracy, SECOND by Councilor Dieng, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

3.07 Authorization For Short Term Public Improvement Bonds - C/T

MOTION by Councilor Paul, SECOND by Councilor Pine, to recommend that the City Council approve the attached resolution.

DISCUSSION:

- Mayor Weinberger note that the City Charter authorizes BED, the City, the Capital Improvement Program, and the School District to have bonding authority every year without going to the voters and that these funds allow the City to pay for capital improvements. He added that these bonds go toward the City's borrowing cap, but that the City is currently well below the cap with these allocations.

VOTING: unanimous; motion carries.

3.08 Authorization For Bond Anticipation Notes For School District Capital Improvements - C/T

MOTION by Councilor Dieng, SECOND by City Council President Tracy, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.



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3.09 Authorization To Submit 2020 Burlington One-Year Action Plan, Amended 2019 Burlington One-Year Action Plan, And Amended Citizen Participation Plan (Councilors Pine, Carpenter; Board of Finance)**WAS DELIBERATIVE AGENDA ITEM 5.05*Follows up on discussion item from last week.

Community Economic Development Office (CEDO) Director Luke McGowan stated that this resolution seeks approval of the action plan and project recommendations for 2020 and approval to accept and include \$450,000 in supplemental COVID-19-related funds, which would be split between rental assistance and small business relief. Mayor Weinberger noted that the additional funds would allow the City to fill in gaps in the social safety net due to the pandemic, and would help address needs that aren't currently being met by other levels of government.

MOTION by Councilor Pine, SECOND by Councilor Dieng, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

4.0 GENERAL FUND BUDGET REVIEW

4.01 General Fund Budget Review Discussion

Mayor Weinberger provided a summary of progress made on Fiscal Year 2021 budget work, stating that the previous \$12 million shortfall has been reduced to an \$870,000 budget shortfall, which will not necessitate layoffs, job cuts, or other painful employee actions in order to further decrease the gap. He noted that the City is able to present a budget that doesn't rely on tax increases or forced layoffs, furloughs, or significant borrowing is due to the decision to spend significant amounts of unassigned fund balance, which has been built up over the years.

Councilor Pine asked if staff could speak to the vacant positions in the Burlington Police Department. Police Chief Morrison noted that 12 positions are vacant because the department is unsure if they will have an officers' academy in future due to COVID-19 and are not able to currently fill them. She noted that as operations return to a more normal state, department anticipates being able to fill several of them. Mayor Weinberger added that the BPD has considerable turnover every year and that what is proposed in the budget does not represent an expansion of the police force for the City.

Councilor Hightower asked about proposed overtime increases and specialized equipment increases in the budget. Chief Morrison noted that actual overtime spend has consistently exceeded projected spend, and that the currently proposed increases are more realistic projections. She added that a large component of overtime is due to unplanned, massive events, or lengthy investigations. Mayor Weinberger added that the City is avoiding actions that could lead to a militarized police, such as accepting surplus military equipment (which Burlington does not do). Chief Morrison noted that the specialized equipment in question consists of body cameras, tasers, duty gear, and body armor.

5.0 ADJOURNMENT



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With no further business and without objection the meeting was adjourned at 7:15 PM.

RScty: AACoonrad