FY22 Budget Presentations - Wednesday, May 19, 2021, 5:00 pm **Virtual Meeting** 5/19/2021

BURLINGTON BOARD OF FINANCE

REMOTE MEETING WITH CALL-IN NUMBER

SPECIAL MEETING: FY22 BUDGET PRESENTATIONS

BURLINGTON, VERMONT

MINUTES OF MEETING

May 19, 2021

MEMBERS PRESENT: Max Tracy

Karen Paul

Brian Pine

Ali Dieng

Miro Weinberger

OTHERS PRESENT: Katherine Schad

Rich Goodwin

Jordan Redell

Mark Barlow

Sarah E Carpenter

Jack Hanson

Tyeastia Green

Kara Alnasrawi

Richard Haesler

David White

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5:10 PM.

MOTION by Councilor Paul, SECOND by Councilor Dieng, to adopt the agenda.

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM (VERBAL)

2.01 Verbal Comments

None at this time.

3.0 RACIAL EQUITY, INCLUSION, AND BELONGING

3.01 Racial Equity, Inclusion, and Belonging - Tyeastia Green

Director Green provided an overview of the REIB Department. She began by outlining the FY22 vision for the department, which is to shift the culture of the City to be an inclusive place where BIPOC feel like they belong. She noted the department's functions, which are heavily focused on racial justice and equity, economic opportunity, community engagement, research and analysis, BIPOC advocacy, public policy and public health, strategic planning, cultural analysis, and racial equity education. She noted that the department contains several FTEs but that the department will expand in FY22 and will also include interns. She outlined the FY22 expenses, which totaled around $1.7 million, and the bulk of which went to salaries and general operations. She said that one of the goals for FY22 is to erect a public art sculpture that emotes inclusion and belonging. She spoke about the FY22 Empowerment Fund, which is $100,000 devoted to financial support and resources for the BIPOC community.

Councilor Paul asked if the positions listed in the REIB budget are graded appropriately. Director Green replied that the positions were graded appropriately and that the salaries being offered are fair.

City Council President Tracy asked about the ongoing reparation study being conducted and whether it has sufficient funding, or whether additional resources should be added for that work. Director Green replied that additional resources could be added to support that study and that she is exploring the use of intern positions.

Councilor Dieng asked about the cost of the public art sculpture. Director Green replied that they would pay 3 artists $5,000 each to develop a concept and then have a selection committee make a preferred selection, and then $150,000 would be paid to the winning artist.

4.0 CHURCH STREET MARKETPLACE AND ECONOMIC DEVELOPMENT

4.01 Church Street Marketplace and Economic Development - Kara Alnasrawi

Director Alnasrawi provided an overview of the Church Street Marketplace budget for Fiscal Year 2022. She noted that 80% of staff salaries will be transferred to the City general fund so the term can assist all businesses in Burlington and focus on the economic recovery and that they will be charging full marketplace fees to fund a new position for a Church Street Coordinator. She said that this position would handle street level logistics, like cart vendors, street entertainers, outdoor cafes, and banners, for example. She noted that there is savings due to bringing event planning, marketing, graphic design, and social media management in-house, but that the savings are offset by an expected reduction in corporate sponsorship and corporate advertising. She provided staff cost breakdowns for the director, project and event manager, marketing coordinator, and administrative support (which would all be funded at 80% City general fund and 20% Marketplace), and a marketplace coordinator, working foreman, and two general maintenance positions (which would be funded 100% by the Marketplace). She spoke about some of the Church Street activities that will occur in FY22, which notably include at least 5 large festivals, exercise classes, the return of the cart vendor program, street performers, and new seasonal lighting. She provided an overview of the revenues and expenses for FY22.

Councilor Dieng asked about the legalities around transferring general funds to Church Street Marketplace for salaries. Mayor Weinberger replied that there is a restriction on the use of general funds for Marketplace activities, and the MOU under this proposal would pay for expenses that are Citywide expenses, not specifically for the Marketplace. Councilor Dieng asked about maintenance for the downtown park and who is responsible for it. Director Alnasrawi replied that the Parks and Recreation Department is generally responsible for maintenance in the park, but that she and her team help coordinate the events that take place in it.

Director Alnasrawi provided an overview of the Economic Recovery Team budget for Fiscal Year 2022. She outlined the activities for the Team in FY22, which include leading the economic recovery by tracking and initiating gap analyses of state and federal programs for funding opportunities, proposing uses for ARPA funds, running multiple grant programs, managing and supporting microbusiness activity, conducting outreach to BIPOC businesses, increasing marketplace and consumer stimulation Citywide, and actively informing and connecting all businesses with support. She outlined the Team's expenses, which are primarily for salaries and fringe, but are also for events, posters, consumer stimulation, and administrative operating costs.

5.0 COMMUNITY ECONOMIC DEVELOPMENT OFFICE

5.01 CEDO - Katie Kinstedt

Interim Director Kinstedt provided an overview of CEDO accomplishments for FY21 and its budget for FY21. She outlined the strategic objectives by division within CEDO. She provided a recap of FY21, noting that formation of the Resource and Recovery Center to address key pandemic and recovery topics, as well as set up constituent services and proactive communications, and promote important health messages and importance resources for Burlingtonians. She also noted the opportunities and engagement, including trusted Community Voices (TVC), the Language Access Plan, assisting NPAs to navigate the pandemic, working on 2020 Census activities to ensure accurate counts within Burlington, and workforce development and job training (with a focus on the recovery). She also outlined activities of the Community Justice Center, including the St. Joseph's Orphanage Restorative Inquiry, a Dept. of Children and Families subgrant to reduce racial disparities in school suspensions/expulsions, and funding for community conflict resolution and mediation. She noted Administration and Finance Team activities, which included receipt of a 3-year Lead Grant, implementing twice the amount of CBDG funds, increasing its role in combating homelessness, increasing support to senior service providers, and supporting the implementation of a number of COVID grant programs. She finally noted Community Works Team activities, which included work on the Moran Frame, Champlain Inn, and progress on development programs, like CityPlace and the Harbor Marina. She provided an overview of CEDO's budgets, including its grant funded 301 budget and its general funded 101 budget. She noted that the 301 budget includes four divisions and that each has a balanced budget. She noted that the overall budget has increased by $1.2 million, which is driven by larger groups, new CDBG funds, and additional CJC grants. She noted that the 101 budget has two core programs, including Administration and Neighborhood Services. She noted a FY20 to FY22 increase of approximately $258,000, which include two new programs (constituent services for the RRC and the Economic Recovery program).

Councilor Pine asked if there is funding available for translation services. Interim Director Kinstedt replied that the main funding for translation and language access is included in the Language Access Plan line, but that it is also budgeted for in other lines.

Councilor Dieng asked about the Trusted Community Voices and whether its funding is for translation services. Interim Director Kinstedt replied that it is a separate budget line for the TCV liaisons and the Language Access Plan, which covers the translation and interpretation services.

City Council President Tracy asked about the ongoing sustainability of CEDO, recognizing that a significant amount of its funding comes from the federal government. He asked how the City is creating structures to ensure sustainability if federal sources of funding decrease. Interim Director Kinstedt replied that they are pursuing more proactive hiring and that much of the grant funding and administration is occurring at the State level. Mayor Weinberger added that the Biden administration seems to be pursuing structural change in how they support municipalities and that there may be semi-permanent funding available to fund City initiatives and staff. He said that the City has also demonstrated incredible innovation and creativity in response to the pandemic, some of which have been greatly successful and should continue once the pandemic is over with, though long-term funding for it may be less certain.

Councilor Pine asked about the Early Learning Initiative position, where it currently sits, and what the strategy is for it. Mayor Weinberger said that the City is attempting to make expanded childcare services a part of the relief being provided to Burlington during this challenging time and that this position can be thought of as part of Burlington's economic recovery and development.

6.0 POLICE DEPARTMENT

6.01 Police Department - Chief Jon Murad **Presentation will occur at the 5/24 BOF Meeting**

No discussion at this time.

7.0 PLANNING

7.01 Planning - David White

Director White provided an overview of the Office of City Planning's work plan and budget for FY22. He noted that the Office of City Planning conducts comprehensive, topical, and neighborhood land use and development planning, ordinance development, and urban analytics. He said that the Office also services the Planning Commission and the Conservation Board and their subcommittees. He spoke about the past year and how the Office has dedicated its resources to the Covid-19 response and recovery. He outlined the goals for FY22, which include providing technical support for the Mayor's Housing Summit, developing a Citywide Economic Development Strategy, re-zoning the Enterprise District, completing an Impact Fee Study, and providing technical support for potential ward re-districting activities. He summarized the FY22 budget, noting that the Office is largely supported by the City's general fund, and that it will be seeking to restore the operating budget to pre-pandemic levels and increased to accommodate new staff.

Councilor Pine asked if any of the projects like the Economic Development Strategy or the Impact Fee Study will be applying for the municipal planning grants. Director White replied that he is not sure which, if any of the projects would be able to secure that funding, so detail around that is not included in the budget presentation.

City Council President Tracy asked for more detail about the Economic Development Strategy and how different areas of the City would be involved in that process. Director White said that the project was include in the City's Master Plan and is meant to analyze the City's business trends and needs and understanding the City's priorities and role to support those businesses.

Councilor Dieng asked about the administration's focus on the New North End and North Avenue. Mayor Weinberger replied that he would like to discuss with the New North End Councilors what their priorities are for the New North End and the potential for creating a New North End Master Plan.

8.0 TAX INCREMENT FINANCING

8.01 TIF - CEDO and C/T

Director Haesler provided an overview of the Waterfront TIF District. He said that it has been generally steady in terms of revenue, generating about $2.7 million. He spoke about the request to hire consultants (Municap) to help develop a uniform internal database to better manage institutional knowledge. He noted that for FY22 they are projecting to carry a surplus of approximately $478,000. He then provided an overview of the Downtown TIF District. He said that the Downtown TIF, even through Covid, has experienced increased revenues over time. He noted an expected $1.5 million in revenues for FY22. He did not anticipate expenditures for new projects in FY22, but there will be expenditures related to debt service and audit expenses. He noted that they are projecting to carry a surplus of approximately $727,000 for debt service over the life of the district (until 2035).

Mayor Weinberger asked about whether TIF deadlines have been extended for another several years. Director Haesler replied that the pandemic has had a negative impact on development and therefore TIF districts, and that municipalities with TIF districts have asked for three-year extensions, though the legislature has signaled that it may only grant a one-year extension. Mayor Weinberger noted that if there is a special election this fall, there will be requests for further authorizations on the Downtown TIF for voter consideration.

Councilor Pine asked about the deadline for incurring debt for the TIFs. Director Haesler replied that the deadline is March 31, 2022.

9.0 ADJOURNMENT

9.01 Motion to Adjourn

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

RScty: AACoonradt