



May 18, 2020

Regular City Council Meeting - Monday, May 18, 2020, 6:00 pm, Remote and Virtual Access: The Regular City Council Meeting will be entirely remote and virtual. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317.

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

1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: note written materials for agenda item 3.01 UVM/Code Enforcement Update on Spring Move Out (per Gail Champnois); note written material for consent agenda item 6.10 Communication: Katherine Schad, CAO, re: Calendar for FY21 Budget Process (per CAO Schad); add to the consent agenda item 6.13 Communication: Sara Denny, re: Requiring masks in stores with the motion to "waive the reading, accept the communication and place it on file"; add to the consent agenda item 6.14 Communication: Mary Campbell, re: Require masks on customers shopping in 05401 with the motion to "waive the reading, accept the communication and place it on file"; add to the consent agenda item 6.15 Communication: Martha Day, re: Customers wearing masks in retail stores with the motion to "waive the reading, accept the communication and place it on file"; add to the consent agenda item 6.16 Communication: Maya Campbell, re: COVID Retail Response with the motion to "waive the reading, accept the communication and place it on file"; add to the consent agenda item 6.17 Communication: Kathy Rouleau, re: Vote on mask mandate in stores with the motion to "waive the reading, accept the communication and place it on file"; add to the consent agenda item 6.18 Communication: Carl and Ellie Potter, re: retail customer masks with the motion to "waive the reading, accept the communication and place it on file"; add Councilor Paulino as a co-sponsor for agenda item 7.06 Resolution: COVID - 19 Emergency Order - Wearing Face Coverings Required In Retail Stores (Councilors Shannon, Hightower, Pine, Stromberg, Hanson)(per Councilor Paulino); note revised version of this agenda item (per City Attorney's Office); add Councilor Paul as a co-sponsor for agenda item 7.07 Resolution: Removal Of "Everyone Loves A Parade" Mural (Councilors Pine, Dieng, Carpenter, Stromberg, Hanson, Tracy)(per Councilor Pine); note proposed amendments for this agenda item (per Councilor Carpenter)

2. CityPlace Update, CEDO **start time will be at 6 pm**

2.01 Public update on CityPlace

Type: Communication, Information

2.02 Expected Executive Session

Type: Action, Procedural

Recommended Action: go into executive session go out of executive session

3. UVM/Code Enforcement Update on Spring Move Out (verbal)

3.01 UVM/Code Enforcement Update on Spring Move Out (verbal)

Type: Communication, Information

note written materials for this agenda item per Gail Champnois, posted on Friday, May 15, 2020, at 2:10 pm, LO

 OSCR City Council Presentation May 18 2020.pptx

 OSCR Off Campus Life Move Out Edition MAY 11 2020.docx



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4. Public Forum: time certain: 7:30 pm

4.01 Verbal Comments

Type: Information, Procedural

5. Climate Emergency Reports

5.01 Climate Emergency Reports

Type: Information

6. Consent Agenda

6.01 Motion to amend/adopt consent agenda taking the following actions as indicated

Type: Action (Consent), Procedural

Recommended Action: motion to amend/adopt consent agenda taking the actions as indicated: note written material for agenda item 6.10 Communication: Katherine Schad, CAO, re: Calendar for FY21 Budget Process (per CAO Schad); add to the agenda item 6.13 Communication: Sara Denny, re: Requiring masks in stores; add to the agenda item 6.14 Communication: Mary Campbell, re: Require masks on customers shopping in 05401; add to the agenda item 6.15 Communication: Martha Day, re: Customers wearing masks in retail stores; add to the agenda item 6.16 Communication: Maya Campbell, re: COVID Retail Response; add to the agenda item 6.17 Communication: Kathy Rouleau, re: Vote on mask mandate in stores; add to the agenda item 6.18 Communication: Carl and Ellie Potter, re: retail customer masks

6.02 Communication: C/T Office, re: Accountability List

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

Communication Accountability List 051820 cc
mtg LO.xlsx



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6.03 Communication: Gene Richards, Director of Aviation, re: Authorization to Execute Contract and Amend Budget for Painting and Markings of Runways 15 - 33 and 1 - 19 at Burlington International Airport

Type: Action (Consent), Communication

Recommended Action: to approve that the Director of Aviation, Gene Richards, be authorized to execute a contract with JJ Cunningham in the amount \$237,430.00 with a total contingency of 20% or \$284,916.00, subject to the final review and approval by the Office of the City Attorney and to approve budget neutral amendment for \$285,000 to increase the Airport Airfield cost center Repair and Maintenance Line Stripping and Marking Expenditure account, consistent with the associated memorandum

1.1 - BOF.CC Memo RW's 15-331-19
PaintingMarkings 5.18.20.pdf

1.2 - RW 15-33 and 1-19 Mark-Paint DRAFT
CONTRACTOR AGREEMENT.pdf

1.3 - 5.18.20 - BOF CC
Checklist_Airport-PaintAirport.docx

6.04 Communication: Gene Richards, Director of Aviation and Nicolas Longo, Deputy Director of Aviation, re: Authorization to Sign Janitorial Services Contract with Janitech

Type: Action (Consent), Communication

Recommended Action: to approve that the Director of Aviation, Gene Richards, be authorized to execute a contract with K Invest Corp, doing business as Janitech, in the amount \$658,020 for Fiscal Year 2021, \$673,020 for Fiscal Year 2022, and \$688,020 for Fiscal Year 2023, subject to the final review and approval by the Office of the City Attorney

2.1 - Janitech BOF CC Memo 2020 -
FINAL_5.18.2020.pdf

2.2 - 5.18.20 - BOF CC
Checklist_Airport-Janitech.docx

6.05 Communication: Martin Lee P.E., DPW - Water Resources Division, re: Master License Agreement between VTrans, VRS and the City for Water Resources Utilities at Home Avenue, Flynn Avenue and College Street

Type: Action (Consent), Communication

Recommended Action: to approve and authorize Chapin Spencer, Director of Public Works, to execute the attached Master License Agreement between VTrans, VRS and the City for Water Resources Utilities at Home Ave, Flynn Ave and College Street

1 - BOF CC 5.18.2020 Memo VTrans Utility
Crossing Agreement.DOCX

2 - VTR-MLA-Burlington DPW (003)-VRS
Signed.pdf

BOF CC Checklist_Nov2019_VTrans Utility
Crossing Agreement.docx



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6.06 Communication: Rich Goodwin, DFO, re: Recommendation For Municipal Advisory Services

Type: Action (Consent), Communication

Recommended Action: to authorize the Chief Administrative Officer to enter into a financial advisory services agreement with PFM for a term of one year, subject to the review and approval of the City Attorney's Office

1__Checklist_Municipal Advisor
Recommendation_RG.docx

3_Fee_Summary - Consolidated.xlsx

4_PFM's Response to the City of Burlington's
RFP for Municipal Advisory Se....pdf

2_Municipal Advisor Recommendation_v2
+jsj +KS +RG +V2 +jsj+FINAL+2.docx

6.07 Communication: Brian Lowe, Chief Innovative Officer, re: Request to authorize Chief Innovation Officer to renew the contract for ArcGIS software for three years, for a total of \$115,500

Type: Action (Consent), Communication

Recommended Action: to authorize and approve the CIO to execute the contract with ESRI for ArcGIS software, for a total amount of \$115,500 over three years, subject to final review by the City Attorney's Office

GIS Renewal - Council and BoF (Final).pdf

Esri-BurlingtonVT-Q-412911-20200414-0955
(002).pdf

BoF-CC Checklist (GIS Renewal).pdf

6.08 Communication: Elisa Nelson, Ward 5 Ward Clerk, re: Resignation

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication, place it on file and send a letter of appreciation to Elisa Nelson thanking her for her time served as Ward Five Ward Clerk

From.docx

6.09 Communication: Chapin Spencer, DPW Director, re: Helping Restart The Local Economy During COVID-19

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

CC Sidewalk Street Seat Expansion Memo.pdf

6.10 Communication: CAO Schad, re: Calendar for FY21 Budget Process

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

note written material for this agenda item per CAO Schad, posted on Friday, May 15, 2020, at 10:55 am, LO

Calendar for FY21 Budget Final.pdf



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6.11 FIO Documents

Type: Action (Consent), Information

Recommended Action: for information only

4C0847-1 permit and cos.pdf

4C0848-3 permit and cos.pdf

4C1043-1 notice and cos.pdf

4C1320 Extension of Response Deadline - Supplemental Information and cos.pdf

6.12 Resolution: Approve Pledging Of The Credit Of The City In Anticipation Of The Receipt Of Revenue From The Electric Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Treasurer – BED – Approval to Pledge the Credit of the City in Anticipation of Receipt of Revenue.pdf

1_Memo BED RAN-ESW edits (002) +jsj +RG+ FINAL.docx

1_Checklist_BED Revenue Anticipation Note.docx

Signed CC Resolution Approve Pledging The Credit Of The City In Anticipation Of The Receipt Of Revenue From The Electric Department.pdf

6.13 Communication: Sara Denny, re: Requiring masks in stores

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City Council Sara Denny re Requiring masks in stores.msg

Communication Sara Denny re Requiring masks in stores.pdf

6.14 Communication: Mary Campbell, re: Require masks on customers shopping in 05401

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City Council Mary Campbell re Require masks on customers shopping in 05401.msg

Communication Mary Campbell re Require masks on customers shopping in 05401.pdf



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6.15 Communication: Martha Day, re: Customers wearing masks in retail stores

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City
Council Martha Day re Customers wearing masks
in retail stores.msg

Communication Martha Day re Customers
wearing masks in retail stores.pdf

6.16 Communication: Maya Campbell, re: COVID Retail Response

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City
Council Maya Campbell re COVID Retail
Response.msg

Communication Maya Campbell re Covid 19
Retail Response.pdf

6.17 Communication: Kathy Rouleau, re: Vote on mask mandate in stores

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City
Council Kathy Rouleau re Vote on mask mandate
in stores.msg

Communication Kathy Rouleau re Vote on
mask mandate for stores.pdf

6.18 Communication: Carl and Ellie Potter, re: retail customer masks

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Form submission from Contact Us City
Council Carl and Ellie Potter re retail customer
masks.msg

Communication Carl & Ellie Potter re Retail
customer masks.pdf

7. Deliberative Agenda



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7.01 Communication: Chapin Spencer, DPW Director, re: Champlain Parkway - Design Contract Amendment No. 16 with Clough, Harbour & Associates

Type: Action, Communication

Recommended Action: to authorize the Director of Public Works to execute Contract Amendment Number 16 to the contract with Clough Harbour & Associates for engineering design services for the Champlain Parkway project, increasing the total contract amount by \$824,940.96 and the local match obligation by \$16,498.82, subject to review and approval by the City Attorney's Office

 DPWMemo_CHA Amendment 16.pdf

 BOF-CC Checklist_CHA Amendment16.pdf

7.02 Ordinance: Streets and Sidewalks - Excavation and Obstruction Permits (Department of Public Works; Ordinance Committee)(2nd reading)

Type: Action, Ordinance - Second Reading

Recommended Action: waive the second reading and adopt the ordinance

 BCO - Streets & Sidewalks - Excavation & Obstruction Permits, Ch. 27 Secs. 29-37 5.13.20.pdf

 MEMO to Ordinance Committee Ch 27 BCO Streets and Sidewalks 5-14-20.pdf

 CC checklist Ch 27 Street and Sidewalks.pdf

 Signed CC Ordinance Streets and Sidewalks - Excavation and Obstruction Permits.pdf

7.03 Public Hearing Regarding Community Development Block Grant and HOME Proposed Allocations for the 2019 and 2020 Action Plans for Housing and Community Development

Type: Action, Presentation, Procedural, Public Hearing

Recommended Action: open the public hearing close the public hearing

 Memo for City Council 5.18 Public Hearing_Housing and Comm Dev Plans.pdf

 Update to CC on Proposed Uses of CDBG CV and ENT 2020 Funds.pptx

 COVID Amended Citizen Participation Plan_Final.pdf

 Draft 2019 Action Plan_Substantial Amendment CV Funds.pdf

 Draft 2020 Action Plan.pdf

 Seven Days 5.13 Legal Notice.pdf

 CC 5.18 Checklist_Housing and Comm Dev Plans.pdf



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7.04 Resolution: Cambrian Rise - Development Agreement First Amendment To Development Agreement (Community Development and Neighborhood Revitalization Committee)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

 CEDO – Cambrian Rise – First Amendment to Development Agreement (311, 329 North Avenue).pdf

 BoF_CC_Checklist Cambrian Rise - First Amendment to Development Agreement Final.pdf

 Cambrian Rise Protecting the Lake.pdf

 DPW Memo_Cambrian Rise 8-12-19.pdf

 Signed CC Resolution Cambrian Rise - Development Agreement First Amendment To Development Agreement.pdf

 First Amendment to Development Agreement-05.06.20.docx

 Cambrian Rise - presentation slides.pdf

 CambrianRiseMemorandumCityCouncil 05.14.20 Final.doc

 memo to Max Tracy 04 23 20.pdf

7.05 Resolution: Decarbonization and Electrification of Buildings (Councilors Hanson, Pine and Stromberg)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

 BED – Decarbonization and Electrification of Buildings.pdf

 Signed Cc Resolution Decarbonization And Electrification Of Buildings.pdf



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7.06 Resolution: COVID -19 Emergency Order - Wearing Face Coverings Required In Retail Stores (Councilors Shannon, Hightower, Pine, Stromberg, Hanson)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

add Councilor Paulino as a co-sponsor to this agenda item per Councilor Paulino

note revised version of this agenda item per City Attorney's Office, posted on Monday, May 18, 2020, at 10:04 am, LO

note proposed amendment per Councilor Hightower, posted on Monday, May 18, 2020, at 9:33 pm, LO

City Council – COVID-19 Emergency Order - Wearing Face Coverings Required in Retail Stores (Masks) (REVISED).pdf

Amendment to 7.06 proposed amendment per Councilor Hightower.msg

City Council – COVID-19 Emergency Order - Wearing Face Coverings Required in Retail Stores (Masks).pdf

Signed CC Resolution COVID-19 Emergency Order - Wearing Face Coverings Required In Retail Stores And City Buildings (revised).pdf

7.07 Resolution: Removal Of "Everyone Loves A Parade" Mural (Councilors Pine, Dieng, Carpenter, Stromberg, Hanson, Tracy)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

add Councilor Paul as a co-sponsor for this agenda item per Councilor Pine, posted on Friday, May 15, 2020, at 9:19 am, LO

note proposed amendments for this agenda item per Councilor Carpenter, posted on Monday, May 18, 2020, at 3:51 pm, LO

earlier amendment withdrawn, use this one posted at 8:35 pm on Monday, May 18, 2020, LO, titled: Proposed Edits to Mural Resolution (3) doc, per Councilor Carpenter

City Council - Marketplace - Removal of EVERYBODY LOVES A PARADE Mural.pdf

Proposed edits to Mural RESOLUTION (3).docx

Proposed edits to Mural RESOLUTION (2).docx

Signed CC Resolution Removal Of Everyone Lovea A Parade Mural.pdf

8. Committee Reports

8.01 Verbal Reports

Type: Information, Procedural

9. City Council - General Affairs



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9.01 Verbal Reports

Type: Information, Procedural

10. City Council President - Council Updates

10.01 Verbal Reports

Type: Information, Procedural

11. Mayor - General Affairs

11.01 Verbal Reports

Type: Information, Procedural

12. Adjournment

12.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

13. Informational and Non-Discrimination Statements

13.01 This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(TTY 865-7142). Persons with disabilities, who require assistance or special arrangements to participate are encouraged to contact 865-7000 (voice) or 865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Channel 17 two days after the meeting starting at 8:00 pm, repeating at 1:00 am, 7:00 am and 1:00 pm the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Type: Information