



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

 [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 updated documents and motion for consent agenda item 3.05 Communication: Cindi Wight, Director, re: Burlington Bike Path Rehabilitation Phase 3a Construction (per Nina Safavi); note lease document for consent agenda item 3.11 Communication: Burlington International Airport, Gene Richards, Director of Aviation, re: Lease Amendment of Office Space within the Terminal for Transportation Security Administration - Terminal office space, conference room & storage space (per Marie Friedman)

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

2.01 Verbal Comments

Type: Information, Procedural

3. Consent Agenda

3.01 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 updated documents and motion for agenda item 3.05 Communication: Cindi Wight, Director, re: Burlington Bike Path Rehabilitation Phase 3a Construction (per Nina Safavi); note lease document for agenda item 3.11 Communication: Burlington International Airport, Gene Richards, Director of Aviation, re: Lease Amendment of Office Space within the Terminal for Transportation Security Administration - Terminal office space, conference room & storage space (per Marie Friedman)

3.02 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 051319 cc
mtg LO.xlsx

3.03 Indoor Entertainment Permit Renewals (2019-2020): Elk's Club and Vermont Comedy Club

Type: Action (Consent)

Recommended Action: approve the 2019-2020 Indoor Entertainment Permit Renewals for Elk's Club and Vermont Comedy Club with all standard conditions



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.04 Communication: Jenna Olson, Stormwater Program Manager, re: Authorization to Execute Right of Entry Agreement with New England Central Railroad

Type: Action (Consent)

Recommended Action: to authorize the Mayor, or his designee, to execute a Right-of-Entry Agreement with New England Central Railroad to allow the Department of Public Works to conduct necessary outfall repairs , subject to approval by the City Attorney's Office

BOF-CC Memo ROE NECRR Final 5-7-19.pdf

3.05 Communication: Cindi Wight, Director, re: Burlington Bike Path Rehabilitation Phase 3a Construction

Type: Action (Consent)

Recommended Action: to approve and authorize the execution of separate contracts with Engineers Construction, Inc. for a price not to exceed \$1,797,449 and with EIV Technical Services, Inc. for a price not to exceed \$191,877, for the Burlington Bike Path Rehabilitation Phase 3a Construction project, plus a project contingency of \$298,399, 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 City Attorney's Office review

****Note updated memo, motion and checklist for this agenda item per Nina Safavi, posted on Friday, May 10, 2019, at 3:45 pm, LO:**

To approve and authorize the execution of separate contracts with Engineers Construction , Inc. for a price not to exceed \$1,797,449, with EIV Technical Services, Inc. for a price not to exceed \$191,877 and with Vanasse Hangen Brustlin Inc. for a price not to exceed \$95,521 for the Burlington Bike Path Rehabilitation Phase 3a Construction project, plus a project contingency of \$312,727, 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 City Attorney's Office review

20190513 BP 3a Construction BOF CC Memo -- Updated.pdf

20190513 BP 3a Construction BOF CC Checklist-- Updated.pdf

20190208 BP3 Construction RE Proposal - EIV.pdf

20190513 BP 3a Construction BOF CC Checklist.pdf

QEP Services_Burl_Bike Path Phase 3a construction.pdf

20190513 BP 3a Construction BOF CC Memo.pdf

20190426 BP3a Construction Proposal ECi.pdf

3.06 Communication: Deanna Paluba, Human Resources Director, Beth Anderson, Chief Administrative Officer and Stephanie Reid, Human Resources Manager, re: Recommendation - Step placement Scott Flax, Chief Operator Water, Department of Public Works

Type: Action (Consent), Communication, Information

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

step placement Scott Flax April 2019 - CC.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.07 Communication: Kelly Devine, Executive Director, BBA, re: Resolution to Increase Access to Publicly Available Bathroom Facilities PF 4/29/19 CC MTG

Type: Action (Consent), Communication

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

Communication Kelly Devine BBA re
Resolution to Increase Access to Publicly
Available Bathroom Facilities PF 42919 cc
mtg.pdf

3.08 Communication: Sally Wynne, re: PF 4/29/19 CC MTG UVM data re Housing Report

Type: Action (Consent), Communication

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

Communication Sandy Wynne re PF 42919 cc
mtg UVM data re housing report.pdf

3.09 Communication: David E. White, Acting Community & Economic Development Office (CEDO) Director, Todd Rawlings, Acting Assistant Director for CHOP, CEDO and Valerie Russell, Acting Housing Program Manager, CEDO, re: Continuum of Care Planning Grant Contract VT0080LITO11800

Type: Action (Consent)

Recommended Action: to approve and authorize David White, Acting CEDO Director to execute the U.S. Department of Housing and Urban Development Continuum of Care Grant Agreement and all documents necessary to accept the funding of \$34,202 from HUD, subject to the review and approval of the City Attorney

BOF.CC Memo CoC Planning Grant.pdf

COC Planning Grant BoF_City
Council_Checklist.fillable pdf.pdf

3.10 Communication: Burlington International Airport, Gene Richards, Director of Aviation, re: Short-term Marketing Contract with Hagan Associates for Marketing and Promotional Services for the Burlington International Airport

Type: Action (Consent)

Recommended Action: to authorize the Burlington International Airport Director of Aviation to execute a contract with Hagan Associates for marketing and promotional services, in an amount not to exceed \$160,000, subject to approval by the City Attorney's Office

Memo_marketing contract interim BOF CC
FINAL.pdf

Marketing Contract FY2019 -draft.pdf

BoF_City Council_Checklist Marketing.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.11 Communication: Burlington International Airport, Gene Richards, Director of Aviation, re: Lease Amendment of Office Space within the Terminal for Transportation Security Administration - Terminal office space, conference room & storage space

Type: Action (Consent)

Recommended Action: to authorize the Burlington International Airport Director of Aviation to execute a Lease Amendment with the United States Transportation Security Administration to extend the current lease for an additional 5 years, subject to approval by the City Attorney's Office

****note lease document for this agenda item per Marie Friedman posted on Monday, May 13, 2019, at 9:33 am, LO****

Memo_TSA Terminal 5-year Lease Amendment BOF CC Final.pdf

BoF_City Council_Checklist TSA Terminal.pdf

LVT04980 Lease Amendment 1 _ 30 Day Notice for 5YR Renewal REVISED 25APR19.pdf

3.12 Communication: Laurie Lemieux, Board Clerk, Board of Electric Commissioners, re: Electric Commission Attendance Record

Type: Action (Consent), Communication, Information

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

Commission Attendance Memo and Record 11.18 to 05.19.pdf

3.13 Communication: Jeff Glassberg, CEDO Real Estate Development Consultant and David E. White, FAICP, Interim CEDO Director, re: Council Update on CityPlace Burlington

Type: Action (Consent), Communication, Information

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

CouncilCPBmemo20190509.pdf

3.14 FIO Document

Type: Action (Consent), Communication, Information

Recommended Action: for information only

FIO Document.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.15 Resolution: Authorization To Execute Quitclaim Deed For 72 West Road (Councilor Wright)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

📄 Clerk – Quit Claim Deed for 72 West Road (former glebe land).pdf

📄 Authorization to Execute Quitclaim Deed for 72 West Road Signed CC Resolution.pdf

📄 Clerk – Quit Claim Deed for 72 West Road (former glebe land) (Attachment).pdf

3.16 Resolution: Adoption Of Updated Local Emergency Operations Plan (Councilor Roof)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

📄 Fire – Adoption of Updated Local Emergency Operations Plan.pdf

📄 BoF_City Council_Checklist Adoption of LEOP.pdf

📄 Memo to support LEOP Final.docx

📄 Adoption of Updated Local Emergency Operations Plan Signed CC Resolution.pdf

3.17 Resolution: Authorization To Submit 2019 Burlington One-Year Action Plan (Community Development & Neighborhood Revitalization Committee; Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

📄 CEDO – Authorization to Submit 2019 One Year Action Plan.pdf

📄 Completed Checklist for 5 13 19 BoF CC Action Plan Approval.pdf

📄 Draft 2019 Action Plan 5.6.2019.pdf

📄 Authorization to Submit 2019 Burlington One-Year Action Plan Signed CC Resolution.pdf

3.18 Resolution: Creation Of Tiered Progression Program For Administrative And Environmental Positions And Additional Position Reclassifications And Updates - Burlington Electric Department (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

📄 HR - BED - Creation of Tiered Progression Program for Administrative, Environmental & Position Updates.pdf

📄 Creation of Tiered Progression Program & Reclassifications BED Signed CC Resolution.pdf

📄 BOF CC Packet 05.19_R 05.08.19.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.19 Resolution: Authorization to Enter into Renewal Agreement with Northeast Delta Dental as FY 2020 Dental Insurance Program Administrator/Provider (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

HR - Northeast Delta Dental Agreement re Dental Insurance Program Administrator-Provider FY 2020.pdf

Delta Dental Memo May 13 2019 Final Version_HR.doc

Authorization to Enter into Renewal Agreement with Northeast Delta Dental Signed CC Resolution.pdf

BoF_CC_Checklist Delta Dental.pdf

July 2019 Delta Dental renewal for the City of Burlington revised 5-6-19 with 2 year admin fee guarantee (002).pdf

3.20 Resolution: Authorization for \$538,020 Amendment to Planning Loan from Vermont Clean Water State Revolving Fund and Execution of an Amended Consultant Agreement for a City-wide Integrated Water Quality Management (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW – Amend Vt. Clean Water Revolving Fund Planning Loan & Consultant Agreement re Water Quality Management Plan.pdf

BoF_City Council_Checklist.fillable_IP Amendment.pdf

BOF_CC_Memo_IntegratedPlanning_Loan_Amendment FINALPACKET(withoutResolution).pdf

Authorization for \$538,020 Amendment to Planning Loan from VT CWSRF & City wide Integrated Water Quality Mgmt Signed CC Resolution.pdf

3.21 Resolution: Authorization for \$195,000 Design Loan from Vermont Clean Water State Revolving Fund and Contract with Wright Pierce for \$175,000 for Upgrade of Wastewater Plants Disinfection Systems (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW - Authorize Loan from Vt. Clean Water Revolving Fund & Contract with Wright Pierce for Wastewater Disinfection Systems.pdf

BoF_CC_Checklist CWSRF Wastewater.pdf

BOF CC Memo 5-13-19 Clean Water Resiliency Plan Work.pdf

Authorization for \$195K Design Loan from VCWSRF & Contract with Wright Pierce for \$175K for Upgrade of Wastewater Plants Disinfection Systems Signed CC Resolution.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.22 Resolution: Authorization for \$425,000 Design and Construction Loan from Vermont Clean Water State Revolving Fund and Contract with Hallam ICS for \$400,000 for Upgrade of Main Plant SCADA/PLC System (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW – Authorize Loan from Vt. Clean Water Revolving Fund & Contract with Hallam ICS for SCADA-PLC System for Design & Construction.pdf

BoF_CC_Checklist CWSRF Wastewater.pdf

BOF CC Memo 5-13-19 Clean Water Resiliency Plan Work.pdf

Authorisation for \$425K Design & Construction Loan from VCWSRF & Contract with Hallam ICS for \$400K for Upgrade of Main Plant SCADAPLC System Signed CC Resolution.pdf

3.23 Resolution: Authorization for \$225,000 Planning Loan from Vermont Clean Water State Revolving Fund and Contract with Hoyle Tanner Associates for \$200,000 for Planning of Industrial Pretreatment Program (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW – Authorize Loan from Vt. Clean Water Revolving Fund & Contract with Hoyle Tanner for Industrial Pretreatment Program for Wastewater.pdf

BoF_CC_Checklist CWSRF Wastewater.pdf

BOF CC Memo 5-13-19 Clean Water Resiliency Plan Work.pdf

Authorization for \$225K Planning Loan from VCWSRF & Contract with Hoyle Tanner Associates for \$200K for Planning of Industrial Pretreatment Program Signed CC Resolution.pdf

3.24 Resolution: Authorization for \$470,000 Planning Loan from Vermont Clean Water State Revolving Fund and Contract with Wright Pierce for \$420,000 for Planning of Upgrade of Various Wastewater Plant Infrastructure (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW – Authorize Loan from Vt. Clean Water Revolving Fund & Contract with Wright Pierce for Upgrade of Wastewater Plant Infrastructure.pdf

BoF_CC_Checklist CWSRF Wastewater.pdf

BOF CC Memo 5-13-19 Clean Water Resiliency Plan Work.pdf

Authorization for \$470K Planning Loan from VCWSRF & Contract with Wright Pierce for \$420K for Planning of Upgrade of Various Wastewater Plant Infrastructure Signed CC Resolution.pdf



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

3.25 Resolution: Authorization for \$175,000 Planning and Final Design Loan from Vermont Clean Water State Revolving Fund and Contract with Hoyle Tanner Associates for \$150,000 for Planning and Final Design of Upgrade for Various Wastewater Pump Stations (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

DPW – Authorize Loan from Vt. Clean Water Revolving Fund & Contract with Hoyle Tanner for Upgrade to Wastewater Pump Stations.pdf

BoF_CC_Checklist CWSRF Wastewater.pdf

BOF CC Memo 5-13-19 Clean Water Resiliency Plan Work.pdf

Authorization for \$175K Planning & Final Design Loan from VCWSRF & Contract with Hoyle Tanner Associates for \$150K for Planning & Final Design of Upgrade of Various Wastewater Pump Stations Signed CC Resolution.pdf

4. Deliberative Agenda

4.01 Presentation: Chief del Pozo, re: Burlington Police Department's Use of Force Policy, Training and Reviews

Type: Information, Presentation

note presentation slides for this agenda item per COS Redell, posted on Tuesday, May 14, 2019, at 4:27 pm, LO

DRAFT_UOF_CityCouncil_May13_NS-1 jr edits.pptx

4.02 Presentation: Sarah Reeves, Executive Director, CSWD, re: FY 2020 Budget Proposal CSWD

Type: Action, Information, Presentation

Recommended Action: approve the FY 2020 CSWD Budget Proposal or disapprove the FY 2020 CSWD Budget Proposal

Burlington fy 20.pdf

CSWD - FY20 Proposed Budget 4.25.19.pdf

5. Committee Reports

5.01 Verbal Reports

Type: Information, Procedural

6. City Council - General Affairs

6.01 Verbal Reports

Type: Information, Procedural



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall

7. City Council President - Council Updates

7.01 Verbal Reports

Type: Information, Procedural

8. Mayor - General Affairs

8.01 Verbal Reports

Type: Information, Procedural

9. Adjournment

9.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

10. Informational and Non-Discrimination Statements

10.01 Members of the public may speak when recognized by the City Council President, during Public Forum (time certain: 7:30 pm) or during a Public Hearing. This agenda is available in alternative formats upon request. Persons with disabilities, who require assistance or special arrangements to participate in programs and activities of the Clerk/Treasurer's Office, are encouraged to contact us at 865-7000 (voice) or 711 (Deaf/Hard of Hearing) at least 72 hours in advance so that proper arrangements can be made. This meeting will air live on the night of the meeting on Burlington Telecom, Channel 317. 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. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(Deaf/Hard of Hearing 711)

Type: Information

10.02 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. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Type: Information



May 13, 2019

Regular City Council Meeting - Monday, May 13, 2019, Contois Auditorium, City Hall
