



May 09, 2022

Board of Finance Meeting, Monday, May 9, 2022, 5:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

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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 April 25, 2022 Minutes, Draft

Type: Action (Consent), Information, Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, April 25, 2022, 5:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall

4. General Fund Budget Update

4.01 General Fund Budget Update (30 minutes) ☐ CAO

Type: Communication, Discussion, Information

 FY23 GF Budget Overview 050922 to BOF
FINAL.pptx



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5. For Approval and Recommendation to City Council

5.01 Authorization To Submit 2022 Burlington One-Year Action Plan, And Amended 2019 Burlington One-Year Action Plan - CEDO

Type: Action

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

Resolution - CEDO - Submit 2022 One-Year Action Plan and Amend 2019 One-Year Action Plan (FINAL).pdf

2022 DRAFT ACTION PLAN 4.15.22.pdf

2019 Action Plan 5th Amendment CV Funds_Substantial.pdf

CEDO BOF_CC Memo_2022 2019 Action Plans_5.9.22 v.2.pdf

Amended Citizen Participation Plan April 2022.pdf

BOF CC Checklist_5.9.22.pdf

5.02 Authorization to accept grant funds from the Low-Income Household Water Assistance Program - DPW-Water Resources

Type: Action

Recommended Action: to approve and recommend to the City Council the authorization and acceptance of grant funds from the Low Income Household Water Assistance Program (LIHWAP) through the Vermont Department for Children & Families of the Vermont Economic Services Division to satisfy eligible water utility bills owed by customers meeting certain income thresholds as outlined in and subject to the terms and conditions outlined in Attachment A, and to further authorize the Director of the Department of Public Works to execute the LIHWAP's certification and terms and conditions agreements, subject to review by the City Attorney's Office

BOF_CC5-9-2022-Enrollment in LIHWAP-packet.pdf

0 - BOF CC Checklist LIHWAP.pdf

5.03 Reclassification of One (1) Role within the Fletcher Free Library - HR/Library

Type: Action

Recommended Action: to approve and recommend that the City Council approve the reclassification of the Tween/Teen Librarian, a Regular, Full-time, Non-Exempt, AFSCME, Grade 18, role to Tween/Teen Librarian, a Regular, Full-time, Non-Exempt, AFSCME, Grade 17, position in the Fletcher Free Library

2022.05.09 FFL Memo Final Packet.pdf

2022.05.09 FFL BOF CC Checklist.pdf

5.04 Reclassification of two (2) Clerk/Treasurer positions - HR/CT

Type: Action

Recommended Action: To recommend that City Council approve the: ☐ Reclassification of Commission & Licensing Assistant, a Regular, Full-time, Non-exempt, AFSCME, Grade 13, position to Commission & Licensing Assistant, a Regular, Full-time, Non-exempt, AFSCME, Grade 14, position in the Clerk/Treasurer's Office. ☐ Reclassification of Customer Service Associate and Cemetery, a Regular, Full-time, Non-exempt, AFSCME, Grade 14, position to Customer Service Associate, a Regular, Full-time, Non-exempt, AFSCME, Grade 14, position in the Clerk/Treasurer's Office.

2022.05.09 Two Roles CT Final Memo.pdf

2022.05.09 CT Memo BOF CC Checklist.pdf



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5.05 Expanded Eligibility Criteria to Provide Property Tax Relief to Additional Taxpayers Using Existing ARPA Allocation - CAO

Type: Action

Recommended Action: motion to approve and recommend that the Council approve an adjustment to the eligibility criteria of the current Property Tax Relief Lag Program, as approved by the City Council in CC Resolution 5.06 in the year 2021, to include an increase in assessed property value in FY 22 from \$500,000 to \$550,000, to provide eligibility for properties who saw at least a 40% increase in assessment value, and to extend the Program's end date until June 30, 2022, with such criteria requirements becoming effective immediately upon adoption

Property Tax Relief Lag Program - May 2022.pdf

6. Board of Finance Approval Only

6.01 Engineering Design Marketplace Garage Repair - DPW

Type: Action

Recommended Action: to authorize the Director of the Department of Public Works to execute an amendment to the previously executed contract with Hoyle Tanner & Associates for engineering services related to repairs to the Marketplace Parking Garage for a total contract value of \$59,217, subject to review and approval by the City Attorney's Office

BOF Request Letter - MPG Repair Engineering - 2022 0509 - Final.pdf

BoF CC Checklist - 2022 0509 MPG Engineering.pdf

6.02 Authorization to Execute a Maintenance Contractor for Stormwater Dredging and Vegetation Removal Services - DPW - Water Resources

Type: Action

BOF Draft Memo_ Stormwater Dredging and Vegetation Removal Services_ 5.9.2022.pdf

Courtland_SW Dredging_Draft Contract_ 4.18.2022.pdf

BOF Checklist_ Stormwater Dredging and Vegetation Removal Services_ 5.9.2022.pdf

7. Adjournment

7.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn