



March 07, 2022

Board of Finance Meeting, Monday, March 7, 2022, 6:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM

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

1. Agenda

1.01 Motion to adopt agenda

Type: Action, Procedural

Recommended Action: motion to adopt agenda

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 Verbal Comments

Type: Action, Information, 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

3.03 February 22, 2022 Board of Finance Minutes, Draft

Type: Action (Consent), Communication, Information, Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting, Tuesday, February 22, 2022, 6:00 pm **Remotely via ZOOM**](#)

4. For Approval and Recommendation to City Council

4.01 Request to Execute Rental Vehicle Concessions at Airport with ELRAC, LLC (d/b/a Enterprise Rent-A-Car, National Car Rental, and Alamo Rent A Car), Avis Budget Car Rental, LLC (d/b/a Avis/Budget); DTG Operations, Inc. (d/b/a Dollar), and The Hertz Corporation (d/b/a Hertz) for Non-Exclusive On-Airport Rental Vehicle Concessions - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Acting Director of Aviation to execute Non-Exclusive On-Airport Rental Vehicle Concessions with the following three (3) rental car companies to operate at the Airport, subject to review and approval of the City Attorney's Office: ELRAC, LLC (d/b/a Enterprise Rent-A-Car, National Car Rental, and Alamo Rent A Car); Avis/Budget Car Rental, LLC (d/b/a Avis/Budget); and The Hertz Corporation and DTG Operations, Inc. (d/b/a Hertz and Dollar)

 1 - 20220307 RAC Concession Agreement
AC-BOF-CC Memo.docx

 1 - Checklist - Airport - RAC Concession.docx



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4.02 Request to Execute a Contract with Engineers Construction Inc. (ECI) for Maintenance Yard Repairs and the Approval of a Budget Neutral Amendment to the Fiscal Year 2022 Budget in the Amount of \$109,950 - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation to execute a contract with Engineers Construction Inc. for maintenance yard repairs in the amount of \$ 116,000.00, with a 20% contingency, totaling up to \$139,200.00, subject to review and approval of the City Attorney's Office. ☐ 2. ☐ To approve and recommend that the City Council approve a budget neutral amendment to the Fiscal Year 2022 Burlington International Airport budget by adjusting the accounts as described in the affiliated memorandum .☐

 2 - 20220307 Maint. Yard Rehabilitation
AC-BOF-CC Memo.DOCX

 2 - Checklist - Airport - Maint. Yard
Rehab.docx

4.03 Request to Execute a Contract for Maintenance Garage Roof Replacements with Vaillancourt Property Management and to Approve a Budget Neutral Amendment - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Acting Director of Aviation to execute a contract with Vaillancourt Property Management for maintenance garages roof replacements in the amount of \$194,765.00, with a 20% contingency, totaling up to \$233,715.00, subject to review and approval of the City Attorney's Office. ☐ 2. ☐ To approve and recommend that the City Council approve a budget neutral amendment to the Fiscal Year 2022 Burlington International Airport budget by adjusting the accounts as described in the affiliated memorandum .☐

 3 - 20220307 Roof Replacement AC-BOF-CC
Memo.docx

 3 - Checklist - Airport - Roof
Replacement.docx

4.04 Lease of Vendor Space for stand up paddleboard and kayak rentals at Oakledge Park - BPRW

Type: Action

Recommended Action: to approve and recommend that the City Council approve and authorize the execution of a lease agreement with Paddlesurf Champlain to perform all paddleboard and kayak rentals for Oakledge Park and to authorize Mayor Miro Weinberg to execute the lease and any related documents needed to carry out the lease agreement , subject to the review of the City Attorney's Office

 20220207 BOFCC Memo - Watercraft rental
for Oakledge Park.pdf

 BOF CC Checklist.docx

 Memorandum of Lease paddlesurf
champlain.pdf

 Oakledge Watercraft Lease 2022-2025.pdf

5. Board of Finance Approval Only



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**5.01 Authorization to submit Community Development Block Grant (CDBG) Substantial
Amendment for Changes to the COVID Funding Allocation in the 2019 Action Plan - CEDO**

Type: Action

Recommended Action: to authorize and direct the Community Economic Development Office to submit a substantial amendment to the 2019 Action Plan for the Community Development Block Grant to HUD for changes to the COVID funding allocations

 3.7.2022 Memo for BOF-substantial
amendment to Action Plan.docx

 2019 Action Plan 4th Amendment CV
Funds_Substantial.docx

 2019 AP Legal Notice proof_Seven Days
2.23.pdf

 3.7.22 BOF Checklist_2019 CDBG Substantial
Amendment.docx

6. Adjournment

6.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn