



February 26, 2018

**Board of Finance - Monday, February 26, 2018 at 5:30 p.m. Conference Room
12, City Hall**

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

1. Agenda

1.01 Adopt/Amend the Agenda

Type: Action

Recommended Action: Adopt the Agenda

 BOF 2 26 18.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 January 8, 2018

Type: Action

Recommended Action: Approve minutes

 BURLbof01818.pdf

3.02 January 22, 2018

Type: Action

Recommended Action: Approve minutes

 BURLbof012218.pdf

3.03 January 29, 2018

Type: Action

Recommended Action: Approve minutes

 BURLbof012918.pdf



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3.04 February 12, 2018

Type: Action

Recommended Action: Approve minutes

 BURLbof21218.pdf

4. Board of Finance Approval

4.01 Authorization to execute a contract with VHB, Inc. for the North Beach Overpass Design project - Parks and Rec

Type: Action

Recommended Action: To recommend that the Board of Finance approve and authorize the execution of a contract with VHB, Inc., for a price not to exceed \$90,315.00 for the conceptual design development and completion of 100% bid documents and oversight of bid process for the North Beach Overpass Design project, plus a project contingency of \$9,031.50, and to authorize Cindi Wight, Director of Parks, Recreation & Waterfront, be authorized to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office.

 20180219 North Beach Overpass Design
BOF.pdf

 20180219 North Beach Overpass Design BOF
Checklist.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization to enter into an office lease agreement with Queen City Kombucha - Airport

Type: Action

Recommended Action: To approve and recommend that the City Council approve the attached lease agreement between the City of Burlington and Queen City Kombucha and authorize the BTV Director of Aviation to execute said lease document.

 1 - Queen City Kambuch Lease Agreement
Memo.pdf

 1 - BoF_CC_Checklist.fillable Queen City
Kombucha.pdf

 1 - Queen City Kombucha - 3060 Williston
Road Lease - DRAFT - 2.6.18.pdf

5.02 Authorization to enter into a building and ground lease agreement with Taylor Rental - Airport

Type: Action

Recommended Action: To approve and recommend that the City Council approve the attached lease agreement between the City of Burlington and Taylor Rental and authorize the BTV Director of Aviation to execute said lease document.

 2 - Taylor Rental Lease Agreement Memo.pdf

 2 - 3062 Williston Road Lease - DRAFT -
2.13.18 nrl.pdf

 2 - 3062_siteplan.pdf

 2 - BoF_CC_Checklist.fillable Taylor Rental
Lease.pdf



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5.03 Authorization to enter into a lease agreement extension with Federal Express - Airport

Type: Action

Recommended Action: To approve and recommend that the City Council approve the attached lease agreement between the City of Burlington and Federal Express and authorize the BTV Director of Aviation to approve such lease extension per lease terms.

4 -Federal Express Lease Agreement Memo -
2.16.18.pdf

4 - FINAL Fed-X Lease 10.27.14.pdf

4 -2018 Federal Express Extension Letter.pdf

4 - BoF_CC_Checklist.fillable FedEx
Lease.pdf

5.04 Authorization to approve Purchase Financing of Wastewater Pump Truck - C/T

Type: Action

Recommended Action: (1) To approve and authorize Interim Chief Administrative Officer ("ICAO") Beth Anderson, or her designee, to execute the necessary financing documents related to the KS Bank Financing Proposal for the City's purchase of the Department of Public Works Wastewater Pump Truck, which was originally approved by the City Council on August 28, 2017, at a new interest rate of 3.76%, subject to the prior review and approval of the documents by the City Attorney, and to further recommend that the City Council ratify this action at its next scheduled meeting, which is currently set for March 12, 2018; and (2) to further approve and authorize ICAO Anderson, Public Works Director Chapin Spencer, or their designee to execute any other necessary documents needed to purchase and finance the vehicle, subject to the prior review and approval of the documents by the City Attorney, and to further recommend that the City Council ratify this action at its next scheduled meeting, which is currently set for March 12, 2018.

Authorization for Purchase Financing of
Wastewater Pump Truck.pdf

packet_Pump Truck Purchase
FY18_08-23-2017_v2.pdf

PumpTruck_BoF_City
Council_Checklist.fillable pdf.pdf

6. Communication

6.01 Sweep Report-January 2018 - C/T

Type: Communication

01312018_ Sweep Report For BOF_V2.xlsx

7. Adjournment

7.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting



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