



February 13, 2023

Board of Finance Meeting, Monday, February 13, 2023, 5:00 pm **Bushor Conference Room, 1st Floor, City Hall OR remotely via ZOOM

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

1. Agenda

1.01 Motion to amend/adopt the agenda

Type: Action, Procedural

Recommended Action: motion to amend/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 Board of Finance Meeting Minutes, January 9, 2023, Draft

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

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, January 9, 2023, 5:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall

3.02 Board of Finance Meeting Minutes, January 30, 2023, Draft

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

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, January 30, 2023, 5:00 pm **Bushor Conference Room, 1st Floor, City Hall

3.03 Special Board of Finance Meeting Minutes, February 6, 2023, Draft

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

Recommended Action: approve the minutes

 View Minutes from Special Board of Finance Meeting, Monday, February 6, 2023, 5:00 pm **Bushor Conference Room, 1st Floor, City Hall



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4. Town Meeting TV FY22 Update and City of Burlington FY24 Budget Request

4.01 Town Meeting TV FY22 Update and City of Burlington FY24 Budget Request

Type: Communication, Information

Town Meeting TV Municipal Update FY23_
Burlington (1).pdf

5. Board of Finance Approval Only

5.01 Authorization to Accept Grant Funds from the Great Lakes Fisheries Program - BPRW

Type: Action

Recommended Action: to approve and authorize the acceptance of grant funds in the amount of \$90,000 from the Great Lakes Fishery Commission; and, to authorize the Director of Parks Recreation and Waterfront to execute all documents necessary to accept the funding, subject to the final review and approval of the City Attorney's Office and Chief Administrative Officer

20230213 BOF_CC Great Lakes Fisheries
Grant_Final.pdf

BOF CC Checklist_Great Lakes Fishery
Commission.docx

6. For Approval and Recommendation to the City Council

6.01 Use Of Series 2019A Bond Proceeds For Leddy Pause Place Public Improvements - BPRW

Type: Action

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

2023.01. _ CC Resolution - Leddy Pause
Place - 2019A Bond Proceedsr.docx

20230210 Leddy Beach Access to Leddy
PP_FINAL.docx

20220210 Leddy Pause Place Checklist_.docx



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**6.02 Request to Update a Contract with PC Construction Company for Roof Structure Stabilization
at Memorial Auditorium - CEDO**

Type: Action

Recommended Action: to approve and recommend that the City Council approve increasing the maximum limiting amount from \$98,576 to \$128,990 with PC Construction for roof stabilization work at Memorial Auditorium, and to authorize the Director of Burlington Parks, Recreation and Waterfront to execute the attached contract amendment for a total contract amount of \$112,165 with a contingency of \$16,825 dollars

Memo - Memorial Structural Stabilization
Contract Update 02082023.pdf

BOF CC Checklist_MemorialStabilization.docx

Contract Amendment 1.pdf

6.03 Resolution of Waterfront Tax Increment Finance Audit Items - CAO

Type: Action

Recommended Action: 1. To approve and recommend that the City Council approve and authorize the Chief Administrative Officer to take all necessary steps to ensure reimbursement of Waterfront TIF Funds in the amount of \$1,181,034.00 from the following City accounts:a. \$681,040 from the Waterfront North Access Project Fund balance (715-19-700-7900_162);b. \$40,857.93 from the balance of interest in the Vermont Municipal Bond Bank checking account (101-00-000-7900_160); andc. \$459,136.07 from the City Fund Balance. (110-00-000-000-7900_160).

note corrected memo for this agenda item per CAO Schad, posted on Monday, February 13, 2023, at 10:37 am, LO

BoF-CC request to resolve Waterfront TIF
audit report items - final CORRECTED.pdf

BoF-CC request to resolve Waterfront TIF
audit report items - final.pdf

BOF CC Checklist - 021723 WTF TIF
Corrections (003)final.docx

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

Type: Action

Recommended Action: to recommend that City Council approve the: Reclassification of Accounts Receivable Team Lead, a Regular, Full-time, Non-exempt, AFSCME, Grade 18, position to Operations Manager, a regular, Full-time, Exempt, Non-union, Grade 21, position in the Clerk/Treasurer's Office and Reclassification of Accounts Receivable & Receipts Specialist, a Regular, Full-time, Non-exempt, AFSCME, Grade 15, position to Accounts Receivable Coordinator, a regular, Full-time, Non-exempt, AFSCME, Grade 17, position in the Clerk/Treasurer's Office

BOFF Memo - Reclassification of two (2) Clerk
Treasurer Positions.pdf

Accounts Receivable Coordinator
01-03-23.docx

BOF CC Checklist - 021323.docx

CT Org Chart January 2023 Proposed.pdf

CT Org Chart January 2023.pdf

Operations Manager 01-03-22.docx

7. Adjournment



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7.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn