



February 12, 2018

Board of Finance - Monday, February 12, 2018 at 5:45 p.m. Conference Room 12, City Hall

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1. Agenda

1.01 Adopt/Amend the Agenda

Type: Action

Recommended Action: Adopt the Agenda

 BOF 2 12 18.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Board of Finance Approval

3.01 Authorization to execute an agreement with Planet Technologies and Microsoft for email services - IT

Type: Action

Recommended Action: To approve and authorize the CIO to execute an agreement with Planet Technologies and Microsoft for email services for a total amount of no more than \$90,000 over three years, subject to final contract approval by the City Attorney's Office.

 BOF CC Memo_Email Renewal_Feb 2018 F.pdf

 City of Burlington License renewal quote Planet.pdf

 BoF_CC_Checklist _ Email Renewal Feb 2018.pdf

 Customer Terms for Cloud Services Agreement Microsoft.pdf

3.02 Authorization to purchase Recreation and Parks Business Software - Parks, Rec, and Waterfront

Type: Action

Recommended Action: To approve and authorize Cindi Wight, Director to sign a contract with Civic Rec to purchase Recreation Business software and associated yearly maintenance services for a total of no more than \$83,500 over three years, subject to final contract approval by the City Attorney's office.

 20180206 BOF Memo (003).pdf

 20180205 BOFCC Chklist.pdf

 Software RFP Scenarios.pdf



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3.03 Authorization to refund LYFT for over-payment of transaction fees - Airport

Type: Action

Recommended Action: To authorize the Burlington International Airport to issue a refund check to LYFT in the amount of \$84,075 to cover over-payments made between October 2017 and January 2018.

LYFT Memorandum - 2.9.18 FINAL.pdf

BoF_CC_Checklist.LYFT pdf.pdf

4. For Approval and Recommendation to City Council

4.01 Authorization to accept Victims of Crime Act Grant - CEDO

Type: Action

Recommended Action: To recommend to City Council to approve the acceptance of Grant #02160VOCA16-400968 in the amount of \$140,164 for FY18 and to retroactively authorize Director MacKay or her designee having signed the grant acceptance and any necessary related documents.

Memo to BoF re VOCA amendment FY18.pdf

Burlington CJC FY18 VOCA Grant Agreement.pdf

BoF_CC_Checklist_VOCA Grant_2_8_18.pdf

4.02 Authorization to approve proposed Reimbursement Resolutions for Capital Expenditures - C/T

Type: Action

Recommended Action: To Approve and Recommend to City Council Reimbursement Resolutions for the City \$9M, Water Department \$2M, and the Burlington School District \$5M.

020918_Memo Reimbursement Resolution_Final.pdf

020818_BoF_City Council_Checklist.BSDr.pdf

020818_BoF_City Council_Checklist.City.pdf

020818_BoF_City Council_Checklist.Water.pdf

Treasurer - Reimbursement from Public Improvement Bonds for City's 10 Year Capital Plan.pdf

Treasurer - Reimbursement from Public Improvement Bonds for School District Capital Improvement.pdf

Treasurer - Reimbursement from Water System Revenue Bonds for Waterworks System.pdf



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4.03 Authorization to approve Lease Financing of Airport Facilities - C/T

Type: Action

Recommended Action: To approve and recommend that the City Council approve the attached resolution related to the lease-purchase financing of the Quick-Turn-Around (QTA) facility for the City's airport for the reasons stated in the resolution and the memo from Thomas Melloni Esq. dated February 12, 2018.

020918_Memo Airport
Facility_QTA_Final.pdf

Treasurer - Capital Lease Purchase
Agreement with Key Government Finance, Inc. for
QTA Rental Car Equipment at Airport.pdf

BoF_CC_Checklist - Capital Lease Purchasing
2.7.18.pdf

5. Communication

5.01 Review December Financial Report - C/T

Type: Communication

Dec Financial run 1-25-18.xlsx

6. Adjournment

6.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting