



February 06, 2017

Board of Finance - Monday, February 6, 2017 at 6:15 p.m. Conference Room 12, City Hall

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

1. Agenda

1.01 Adopt/Amend Agenda

Type: Action

Recommended Action: Motion to adopt the agenda

 BOF 2 6 17.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The Public is invited to speak on . . .

3. Minutes

3.01 January 23, 2017

Type: Action, Minutes

Recommended Action: Approve and Recommend for City Council Approval

 [View Minutes from Board of Finance - Monday, January 23, 2017 at 5:00 p.m. Conference Room 12, City Hall](#)

4. For Approval and Recommendation to City Council

4.01 Authorization to Execute Office Lease with Main Street Project Services, Inc at the Burlington International Airport

Type: Action

Recommended Action: Authorization to Execute Office Lease with Main Street Project Services, Inc at the Burlington International Airport

 BIA – Office Lease for 1200 Airport Dr. with Main Street Project Services, Inc.pdf

 2.2 - Main Street Project Services - Office Lease - 1200 Airport Drive.pdf

 2.1 - BTV.Main Street Project Services Memo1.19.17.pdf

 2.4 - BoF_CC_Checklist.fillable Main Street Project Services.pdf



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4.02 Authorization to Execute Temporary Property Leases with Kirby Cottages as part of the FAA Acquisition program at the Burlington International Airport

Type: Action

Recommended Action: Authorization to Execute Temporary Property Leases with Kirby Cottages as part of the FAA Acquisition program at the Burlington International Airport

 BIA – Lease Agreements with Kirby Cottages for several houses on Lily Lane.pdf

 3.1 - BTV.Kirby Cottages Lease Agreement Memo.draft.pdf

 3.2 - Airport Crew Quarters Residential Lease Agreement.FINAL 1.6.17.pdf

 3.4 -BoF_CC_Checklist.fillable Kirby Cottages.pdf

4.03 Authorization to Execute Concessions Agreement Amendment with Hudson Group, News and Gift Concessionaire, at the Burlington International Airport

Type: Action

Recommended Action: Authorization to Execute Concessions Agreement Amendment with Hudson Group , News and Gift Concessionaire, at the Burlington International Airport

 BIA - Concession Agreement - Amendment to Agreement with Hudson Group for 1200 Airport Dr., Terminal Bldg.pdf

 1.1 - Hudson News Lease Agreement Package.pdf

 1.3 - BoF_CC_Checklist.fillable Hudson News Amendment.pdf

4.04 Authorization for Amendment No 10 with Clough Harbor and Associates - DPW

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

 City Council Champlain Parkway Update Memo w VTTrans Ltr v2-2-17.pdf

 CHA Amend 10 - BOF- CC Request.pdf

4.05 Authorization to Execute an Encumbrance Permit for Eagles Landing - DPW

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

 License Agreement for Encumbrance - H.P. Cummings for Champlain College on St. Paul King Maple Sts. (Eagles Landing) 2017.pdf

 License Agreement for Encumbrance - H.P. Cummings for Champlain College on St. Paul, King, Maple Sts. 2017 Phase II.pdf

 License Agreement for Encumbrance - H.P. Cummings for Champlain College on St. Paul, King, Maple Sts. (Attachments, Phase II).pdf

 BOF-CC Memo 194 St. Paul St. Eagles Landing Encumbrance 020617 v2.pdf

 BoF_CC_Checklist.EaglesLandingPhase2.pdf

 Site Plan 01.11.17 - Takeoff.pdf



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4.06 Authorization for a Vehicle for Hire Compliance Officer at the Burlington Police Department - HR

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

HR - Police - Creation of Vehicle for Hire Compliance Officer.pdf

Checklist Creation Vehicle for Hire 02 06 17.pdf

Packet BOFCC Creation VHCO 02 06 17.pdf

4.07 Authorization to Create a City-Wide Safety Manager at the Human Resource Office - HR

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

Packet BOF.CC Memo_ Creation of Safety Manager 02 06 17.pdf

Checklist Creation Safety Manager 02 06 17.pdf

Resolution - Creation of Safety Manager 02 06 17.pdf

4.08 Authorization to Execute a Development Agreement with ECHO - CEDO

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

ECHO Development Agreement Exhibit 1_ The Ground Lease 1995.pdf

Draft ECHO TIF Development Agreement 013117 r.pdf

ECHO TIF Lake Champlain Navy Memorial Letter of Support 1-27-17.pdf

BoF_CC_Checklist ECHO DA_1_27_2017.pdf

Memo re. ECHO DA_for_BOF_February 6_2017.pdf

4.09 December Financial Report

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

20117_December Financial.xlsx



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4.10 December Sweep Account Report

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

 123116_ Sweep Report For BOF.xlsx

5. Adjournment

5.01 Adjournment

Type: Action, Procedural

Recommended Action: Adjourn the meeting