



February 03, 2020

**Board of Finance - Monday, February 3, 2020 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 3 2020.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 December 9, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof120919.pdf

3.02 December 16, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof121619.pdf

4. For Approval and Recommendation to City Council



February 03, 2020

Board of Finance - Monday, February 3, 2020 at 5:30 p.m. Conference Room 12, City Hall

4.01 Authorization to execute contract for exhaust removal system - Fire

Type: Action

Recommended Action: To approve and recommend that City Council approve and authorize Fire Chief Steven Locke to execute a vehicle exhaust removal system contract with Air Cleaning Systems Incorporated for an amount not to exceed \$178,500 as described in the memo dated January 22, 2020, subject to approval of the City Attorney.

Department Memo of Exhaust Removal System Contract.pdf

BOF CC Checklist Vehicle Exhaust Removal System.pdf

4.02 Authorization to approve the acceptance of VT Center for Crime Victim Services ☐ Victims of Crime Act ☐ (VOCA) grant (Grant # 02160VOCA18-2-40096-8-SJ) - CEDO

Type: Action

Recommended Action: To recommend to City Council to approve the acceptance of Grant #02160VOCA18-2-40096-8-SJ in the amount of \$54,007.48 for FY20 and to authorize Director McGowan or his designee to sign the grant acceptance and any necessary budget amendments and related documents.

Memo re St Joes VOCA grantFY20_Feb 2020.pdf

FFY 18 for SFY 20 Burlington Community Justice Center St. Josephs Amended Award (54K).pdf

BOF CC Checklist_for VOCA St J_Feb 2020.pdf

4.03 Authorization to approve Market Factor Adjustment for Deputy Director of Aviation Operations and Director of Maintenance Positions, Quick-Turn-Around (QTA) Manager - HR, Airport

Type: Action

Recommended Action: To recommend that City Council approve the attached resolution.

BoF Packet 02.03.20.pdf

4.04 Authorization to approve a budget neutral amendment to the FY2020 Burlington International Airport budget to increase revenue by \$128,650 and increase overall expenditures by \$128,650 - Airport

Type: Action

Recommended Action: To recommend that the City Council approve a budget neutral amendment to the FY 20 Burlington International Airport budget to increase revenue by \$128,650 and increase overall expenditures by \$128,650.

1.1 - 2.3.20 - AC-BOF-CC Memo Airport Budget Amendment FY2020_v2.pdf

1.2 - 2.3.20 - BOF CC Checklist_AirportBudgetAmendment.pdf



February 03, 2020

Board of Finance - Monday, February 3, 2020 at 5:30 p.m. Conference Room 12, City Hall

4.05 Authorization to sign property leases for Gizmo Cup, LLC and Pete's RV at 3060 Williston Rd - Airport

Type: Action

Recommended Action: To approve and recommend the leasing of certain identified space at the Burlington International Airport to Gizmo Cup, LLC and Pete's RV, on the terms provided in and substantially in conformance with the attached leases, and to authorize Mayor Weinberger, to execute the leases, subject to final review and approval by the City Attorney's Office.

3.1 - 2.3.20 - 3060 Williston Rd BOF & CC
Memo - TPD.pdf

3.2 - 2.3.20 - Pete's RV Lease.pdf

3.3 - 2.3.20 - Gizmo Cup, LLC Lease.pdf

3.4 - 2.3.20 - BOF CC
Checklist_Airport3060Lease.pdf

4.06 Authorization to sign property lease for Capes & Powers, Inc. at 1252 Airport Drive, Suite 104 - Airport

Type: Action

Recommended Action: To approve and recommend the leasing of certain identified space at the Burlington International Airport to Capes & Powers, Inc., on the terms provided in and substantially in conformance with the attached leases, and to authorize Mayor Weinberger, to execute the leases, subject to final review and approval by the City Attorney's Office.

2.1 - 2.3.20 - Capes & Powers Memo -
TPD_Redline - 01.17.2020.pdf

2.2 - 2.3.20 - Capes & Powers Lease.pdf

2.3 - 2.3.20 - BOF CC
Checklist_AirportCapesandPowers.pdf

5. Communication

5.01 Outcome of Bond Financing - C/T

Type: Communication, Information

010620+Memo Results of Bonding +jsj.pdf

010620_BOF& CC Checklist.pdf

5.02 November Sweep Report - C/T

Type: Communication, Information

05 - 11302019_ Sweep Report (3).xlsx

6. Adjournment

6.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting



February 03, 2020

**Board of Finance - Monday, February 3, 2020 at 5:30 p.m. Conference Room 12,
City Hall**
