



January 23, 2017

Board of Finance - Monday, January 23, 2017 at 5:00 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 1 23 17.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The Public is invited to speak on . . .

3. Minutes

3.01 Updated January 9, 2017

Type: Action, Minutes

Recommended Action: Approve and Recommend for City Council Approval

 [View Minutes from Board of Finance - Monday, January 9, 2017 at 5:30 p.m. Conference Room 12, City Hall](#)

4. For Approval and Recommendation to City Council

4.01 Authorization for General Obligation Bond for School Department Capital Improvements - BSD

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

 ANNUAL CITY MEETING SCHOOL BOND
TAX 2017 1-19-17.pdf

 Capital Plan Presentation to City Council.pptx



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4.02 Authorization for approval of Parking and Transportation Agreement with BBA - DPW

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

DPW - Downtown Parking & Transportation Management Agreement with Burlington Business Association (BBA).pdf

Exhibit A City BBA Workplan and Deliverables 1-19-2017.pdf

Agreement between City of Burlington and BBA 1-19-17.pdf

Exhibit B to BBA City Agreement 1-19-17.pdf

BoF Council Checklist for BBA City Agreement 1-19-17.pdf

Exhibits A and B Changes Tracked from 1-9-17 BOF.pdf

BOF Council Memo on Downtown Parking Agreement 1-19-17.pdf

Exhibit C Burlington TDM Action Plan December 2015.pdf

4.03 Authorization to Execute a Contract Amendment with Suisman Urban Design for the Great Streets Project - DPW

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

CEDO - Great Streets Project - Suisman Contract Amendment No. 1 & Amend Capital Budget.pdf

Signed Resolution Suisman 051616.pdf

memo for January 23 2017_BoF_ and CC_Great Streets contract amend final 0111817.pdf

Treasurer - Annual Appropriation and Budget for Fiscal Year Beginning July 1, 2016 (Budget) 6-23-16 - general fund appropriation dated signed.pdf

BoF_CC_Checklist.fillable pdf.pdf



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4.04 Authorization to Award the Turbine Generator Service Agreement to GE Alstom Power, Inc. - BED

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

BED – General Electric – Alstom Power, Inc. – Contract for Technical Services.pdf

McNeil Station Turbine Generator Service Agreement Cost Comparison.pdf

PROPOSAL VT9575_Part 1 of 2_redacted.pdf

PROPOSAL VT9575_Part 2 of 2_redacted.pdf

1071865-Burlington Rev 3_redacted.pdf

McNeil Turbine Generator Service Agreement Memo_Board of Finance and City Council_final.pdf

BoF_CC_Checklist_McNeil Turbine Generator Service Agreement 2017-2019_01....pdf

4.05 Authorization for Reclassification of Office Assistant II in Mayor's Office - HR

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

note updated documents: BOF/CC Memo, Draft Resolution and Job Description (per HR Director Leonard)

UPDATED BOF.CC Memo_ Reclassification Mayor's Office Assistant II to Administrative Coordinator.pdf

Administrative Coordinator 13 Mayor-Draf 1 12 17.pdf

UPDATED Draft Resolution - Reclassification Mayor's Office Assistant II to Administrative Coordinator 1 23 2017 (2).pdf

Current Mayor Org Chart November 2016.pdf

BoF_City Council_Checklist fillable-11-29-16 - Office Assistant II Position.pdf

Office Assistant II - Mayors Office 08 13 15.pdf

BOF.CC Memo_ Reclassification Mayor's Office Assistant II to Administrative Coordinator.pdf

UPDATED Administrative Coordinator 13 Mayor-Draf 1 23 17.pdf

HR - Mayor's office - Reclassification of Office Assistant II Position to Administrative Coordinator.pdf

Proposed Mayor Org Chart January 2017.pdf

1-17-17 Office Assistant II Reclassification BOF.pdf



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4.06 Authorization to Execute Property Lease with Advance Towing and Repair, LLC at the Burlington International Airport

Type: Action

Recommended Action: Authorization to Execute Property Lease with Advance Towing and Repair, LLC at the Burlington International Airport

note updated document: Lease Agreement (per Nicolas Longo)

UPDATED 1.2 - BTV.LEASE AGREEMENT.Advance Towing.Draft.1.23.17.pdf

1.2 - BTV.LEASE AGREEMENT.Advance Towing.Draft.1.17.17.pdf

1.4 - BoF_CC_Checklist.fillable Advance Towing - 3090 Williston.pdf

1.1 - BTV.Advance Towing.3090 Williston Road. Lease Agreement. Memo.1.17.17.pdf

1.3 - Resolution Advance Auto - 3090 Williston Road.pdf

4.07 Authorization to Execute Property Lease with ELRAC, LLC d/b/a Enterprise Rent-A-Car at the Burlington International Airport

Type: Action

Recommended Action: Authorization to Execute Property Lease with ELRAC, LLC d/b/a Enterprise Rent-A-Car at the Burlington International Airport

note updated document: Lease Agreement (per Nicolas Longo)

UPDATED 2.2 - ELRAC.Enterprise 700 Airport Pkwy - Lease Agreement Draft 1.23.17 NRL.pdf

2.2 - ELRAC.Enterprise 700 Airport Pkwy - Lease Agreement Draft 12.20.16 NRL.pdf

2.4 - BoF_CC_Checklist.fillable Enterprise - 700 Airport Pkwy.pdf

2.1 - Enterprise 700 Airport Lease Agreement Memo.pdf

2.3 - BTV.Resolution. Enterprise.700Airport Parkway1.17.17.pdf

4.08 START TIME 5:30 p.m. FY 16 Audit and Management Letter

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

BoF_CC_Checklist.pdf

Burlington VT CAFR16 draft (002) to BoF and Council.pdf

To BoF and Council re FY 16 management Letter final 2.pdf

Burlington VT ML16 Draft to BoF and Council.pdf



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4.09 November Financials ☐ C/T

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

November Financial 1-5-17.xlsx

4.10 November Sweep Report ☐ C/T

Type: Action

Recommended Action: Approve and Recommend for City Council Approval

113016_ Sweep Report For BOF.xlsx

5. Adjournment

5.01 Adjournment

Type: Action, Procedural

Recommended Action: Adjourn the meeting