



January 21, 2020

**Board of Finance - Tuesday, January 21, 2020 at 4:30 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 1 21 2020.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 November 18, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof111819.pdf

3.02 November 25, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof112519.pdf

4. Board of Finance Approval



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4.01 Authorization to approve Residential Consolidated Collection Study - DPW

Type: Action

Recommended Action: To approve an amendment to the City's existing Contract for Services for a Feasibility Study for Residential Solid Waste Contracts in Burlington and South Burlington, VT with Gershman, Brickner & Bratton, Inc. extending the term of the Contract until June 30, 2020, and adding an additional \$10,875.00 in to the City's total cost, and to authorize the Director of Burlington Public Works to enter into a 6-month contract amendment, substantially similar to the attached and subject to approval by the City Attorney's Office for the same.,

Revised Consolidated Collection BOF
approval memo 1-9-2020 CS edits - JH
1-16-2020.pdf

GBB-SB-B-CSWD Feasibility Study Survey
Contract Amendment 1-16-2020.pdf

BoF_checklist for solid waste study.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization to approve Organizational Chart Update - BED, HR

Type: Action

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

Packet 1 17 2020 R FINAL.pdf

HR - BED - Creation of Tiered Program for
Administrative & Technical Positions & Position
Reclassifications & Updates.pdf

5.02 Authorization to approve Housing Program Interest Forgiveness for the Chickenbone Scattered Site Housing Project - CEDO

Type: Action

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

Chickenbone Project--Interest Forgiveness
Memo--final.pdf

CEDO - Housing Program Interest
Forgiveness for Chickenbone Scattered Site
Housing Project.pdf

Chickenbone Project--Supporting
Documents.pdf

BOF CC Checklist for Chickenbone.pdf

5.03 Authorization to execute Ambulance Billing Contract - Fire

Type: Action

Recommended Action: To approve and recommend that City Council approve and authorize Fire Chief Steven Locke to execute an ambulance billing services contract with ECP Services, LLC for an amount not to exceed 3.75% of revenue received from ambulance transports from July 1, 2020 to June 30, 2024, subject to prior approval of the City Attorney.

BoF and CC Ambulance Billing RFP Memo.pdf

BOF CC Checklist_Nov2019 (1).pdf



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5.04 Authorization to Publish FY19 Audit - C/T

Type: Action

Recommended Action: To recommend that the Council authorize the Director of Financial Operations to publish the FY 19 Comprehensive Annual Financial Report (CAFR) by the end of January, subject to review and amendment by the Council at its first meeting in February.

0101420_GF Performance 6-30-19.xlsx

5.05 Authorization to approve the FY19 Management Letter - C/T

Type: Action

Recommended Action: To approve and recommend that the Council approve the FY 19 Management Letter

011620_Management Letter - SL + RG + SAL_v2.EMB+rgg.pdf

5.06 Authorization to approve Public Safety Tax Ballot Item - Mayor's Office

Type: Action

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

document added at 3:54pm on 1/17 per Jordan Redell

revised resolution added at 11:30am on 1/21 per City Attorney's office

1-17-20 Updated Memo BoF Public Safety Tax Increase.pdf

Treasurer - Tax Rate for Public Safety Purposes Authorized (3-3-20 Annual City Meeting).pdf

Treasurer - Tax Rate for Public Safety Purposes Authorized (3-3-20 Annual City Meeting) REVISED.pdf

New or Recent Investments in Public Safety (1).pdf

FY21 estimate of needs.pdf

6. Communication

6.01 Outcome of Bond Financing - C/T

Type: Communication, Information

010620+Memo Results of Bonding +jsj.pdf

010620_BOF& CC Checklist.pdf

6.02 November Sweep Report - C/T

Type: Communication, Information

05 - 11302019_Sweep Report (3).xlsx



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7. Adjournment

7.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting