



Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

5:30 pm, Bushor Conference Room, 1st Floor City Hall OR Remotely via ZOOM:

Please click the link below to join the webinar:

<https://zoom.us/j/91787242899>

Or Telephone: +1 646 931 3860 US

Webinar ID: 917 8724 2899

****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7lNoKug676jIf_iUA ****

To participate in Public Forum in person, sign up at the meeting.

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<https://www.burlingtonvt.gov/citycouncil/publicforum>

Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	2. Public Forum
Department	Council and Board
Type	Action Procedural

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

Subject 3.2. Board of Finance October 30, 2023 Meeting Minutes, Draft

Meeting November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information
Minutes

Recommended Action approve the minutes

Subject 3.3. B.E.D.'s Property/Boiler and Machinery (B&M) 2023-2024 Insurance renewal - BED

Meeting November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 3. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)

Recommended Action to approve and recommend that the City Council authorize the General Manager of the Burlington Electric Department to execute the Property, Boiler & Machinery insurance coverage renewal contract with AIG/ZURICH/STARR TECH/AEGIS for the policy period 11/20/2023 through 11/20/2024 with a not to exceed premium of **\$778,683.70**, as outlined in this memo, subject to review and approval of the City Attorney's Office

Subject 3.4. Authorization to Accept Grant from Vermont Department of Public Safety for State Homeland Security Grant - Fire

Meeting November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category 3. Consent Agenda

Department Fire Department

Type Action (Consent)

Recommended Action	to approve and authorize the Chief of BFD to accept the grant award of \$63,014.00 from the Vermont Department of Public Safety for the purchase of technical rescue equipment and execute all necessary documents thereto upon final review and approval of the Chief Administrative Officer and the City Attorney's Office
Subject	3.5. Approval to enter into a contract with Cargill, Inc. for FY24 road salt procurement - DPW
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve and recommend that City Council authorize the Director of Public Works enter into a contract with Cargill to supply the City of Burlington with rock salt for winter maintenance of roads and sidewalks at a unit price of \$88.00/ton, for an amount not to exceed \$285,000 plus \$43,000 in contingency for Fiscal Year 2024, which will come from the Public Works Reserve in the assigned fund balance, for a total authorized expenditure of \$328,000, subject to review and approval of the City Attorney's Office
Subject	3.6. Authorization for Contract with Avenu Insights and Analytics for Digitization of Land Records and Budget Amendment - C/T
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	1. To approve and authorize the Chief Administrative Officer to execute a contract with Avenu Insights and Analytics for continued land records digitization with a maximum limiting amount of \$87,474.00, subject to the final review and approval by the City Attorney's Office. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect the necessary budget amendment to designate \$87,474.00 from the Preservation/Restoration fund (GL 110-04-000.4200) account line to be used for Professional and Consultant Services (account line 110-04-000.6500_118)
Subject	3.7. Approval of budget amendment for contract to prepare for FY23 audit - C/T
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to approve and recommend the City Council approve and authorize the Chief Administrative Officer to execute a first contract amendment in the amount of \$50,000

and to extend the maximum limiting amount of the contract to \$100,000 with Berry Dunn for accounting services, upon the review and approval of the City Attorney's Office

Subject	3.8. Downtown Vibrancy Grant - BWD
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Business and Workforce Development
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize the Director of Business & Workforce Development to enter into an agreement with the State of Vermont, subject to final review from the City Attorney's Office, to accept a grant award of \$25,000 in fiscal year 2024 as part of the State of Vermont's non-competitive Downtown Vibrancy Fund

4. For Approval and Recommendation to the City Council

Subject	4.1. Burlington Fire Department - Station Alerting - Fire
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Fire Department
Type	Action
Recommended Action	to approve and recommend that the City Council approve and authorize the Chief of the Burlington Fire Department to execute a contract with Bryx, Inc. for the installation of a fire station alerting system, with a maximum limiting amount of up to \$430,000.00, which is the contract cost plus a 6.6% contingency, subject to the final review and approval of the City Attorney's Office
Subject	4.2. Railyard Enterprise Project - Stantec Design Contract Amendment 4 - DPW
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Public Works Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of the Department of Public Works to execute a contract amendment with Stantec Consulting Services, Inc. for continued and additional engineering design services for the Railyard Enterprise project increasing the contract amount by \$966,758 with an additional

\$193,352 (20% contingency), totaling \$2,661,310 subject to the review and approval by the City Attorney's Office

Subject	4.3. Amendment to Tax Increment Financing (TIF) District consulting services contract with White+Burke - CEDO
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Community & Economic Development Office (CEDO)
Type	Action
Recommended Action	1. To approve and recommend that the City Council approve and authorize the Director of the Community & Economic Development Office to execute the proposed contract amendment with White+Burke Real Estate Advisors for TIF consulting services regarding the Waterfront and Downtown TIF districts with a maximum limiting amount of \$140,000, to be paid out of TIF related costs, pursuant to final review of the City Attorney's Office. 2. To approve and recommend that the City Council authorize the Chief Administrative Officer to make any and all necessary project budget amendments associated with the Waterfront TIF Related Cost Professional and Consultant project budget, up to a maximum amount of \$95,000.00.

5. Update Regarding Great Streets Main Street - DPW (verbal)

Subject	5.1. Update Regarding Great Streets Main Street
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. Update Regarding Great Streets Main Street - DPW (verbal)
Department	Public Works Department
Type	Information
Recommended Action	

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	November 13, 2023 - Board of Finance Meeting - Monday, November 13, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	6. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn