



**Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall
OR REMOTELY via ZOOM**

5:00 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/96534826012>

Or Telephone: +1 309 205 3325 US

Webinar ID: 965 3482 6012

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

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	3.2. December 4, 2023 Board of Finance Meeting Minutes, Draft
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Information Minutes
Recommended Action	approve the minutes
Subject	3.3. Non-Tax Related Budget Solution Initiative Update - Board of Finance - December 18, 2023
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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
Recommended Action	waive the reading, accept the communication and place it on file
Subject	3.4. Old North End Greenway VTrans Grant Acceptance #CA0825 - DPW
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 the City Council authorize the Director of Public Works to execute the Vermont Agency of Transportation Grant Agreement #CA0825 for the Old North End Greenway construction in the amount of \$75,000, obligating the City to commit a local match of \$166,000 of the total project budget of \$241,000, subject to approval by the City Attorney's Office

Subject	3.5. Accept Speed Radar Feedback Sign from the Old East End Neighborhood Coalition - DPW
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 authorize the Director of Public Works to accept a speed radar feedback sign from the Old East End Neighborhood Coalition ("OEENC") with an approximate value in the amount of \$ 5,290; and, to execute a Memorandum of Understanding (MOU) between DPW and OEENC outlining the terms and conditions of such acceptance, subject to the prior review of the City Attorney's Office
Subject	3.6. Resolution: Terminate Option And Reject Offer Of Dedication: Chittenden Emergency Food Shelf Building At 228 North Winooski Avenue - CEDO
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent) Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	3.7. Resolution: Terminate Option And Reject Offer Of Dedication: Vermont Legal Aid Building At 264 North Winooski Avenue - CEDO
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent) Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	3.8. Request to execute a Reinstatement of the First Amendment to the Cellular Antenna License Agreement with SprintCom, Inc. - Airport
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Airport

Type	Action (Consent)
Recommended Action	to approve and authorize Mayor Weinberger to execute the reinstatement of and First Amendment to the original Cellular Antenna License Agreement with SprintCom, Inc., subject to review and approval from the City's Attorney
Subject	3.9. Request for Authorization of a Budget Neutral Amendment to the FY2024 Patrick Leahy Burlington International Airport AIP-142 Project Budget in the Amount of \$3,453,000 - Airport
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council authorize a budget neutral amendment to the FY24 Patrick Leahy Burlington International Airport budget to increase Federal Grant Revenue by \$3,107,700, State Grant Revenue by \$207,180 and Interfund Transfer proceeds by \$138,120, and to increase Capital Expenditures by \$3,453,000, for a total increase of overall expenditures and revenues by \$3,453,000
Subject	3.10. Schifilliti Park Shared-Use Path Construction Contract with Engineers Construction, Inc. - BPRW
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent)

4. For Approval and Recommendation to the City Council

Subject	4.1. Resolution: Authorization For Up To \$345,000 Step II Loan From Vermont Drinking Water State Revolving Fund For Final Design Of Reservoir Improvements Project - DPW - Water Resources
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 - Water Resources
Type	Action Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	4.2. Resolution: Authorization For Up To \$352,127 Step I Loan From Vermont Drinking Water State Revolving Fund For Service Line Inventory Program - DPW - Water Resources

Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 - Water Resources
Type	Action Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	4.3. Resolution: Authorization For Up To \$1,132,767 Step II Loan From Vermont Clean Water State Revolving Fund For Final Design Of Upgrades For Crescent Beach, Proctor Place And Water Plant (Penny Lane) Pump Stations -
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 - Water Resources
Type	Action Resolution
Recommended Action	to recommend that the City Council approve the attached resolution
Subject	4.4. Airport Equipment purchase over \$100,000; Toro Groundsmaster 5910-D rotary - Airport
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Airport
Type	Action
Recommended Action	to approve and recommend that the City Council approve and authorize a purchase from Grassland Equipment & Irrigation for a 2023 Toro Groundsmaster 5910-D (T4) in the amount of \$159,945.82
Subject	4.5. Request to purchase Two Ford F150 Lightnings and a Mach-E vehicle, and a budget neutral amendment - Airport
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Airport
Type	Action

Recommended Action	1. to approve and recommend that the City Council approve and authorize a purchase from Lamoille Valley Ford of three vehicles in the total amount of \$183,862 2. to approve and recommend that the City Council approve a budget neutral amendment in the amount of \$54,284 to the Fiscal Year 2024 Airport budget by increasing the amounts as described in the affiliated memorandum
Subject	4.6. Request to Execute a 2023 ARPA Clean Water Fund - MS4 grant agreement (Grant #06140-ARPA-CWF-MS4-01) - Airport
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Airport
Type	Action
Recommended Action	to approve and authorize the Director of Aviation to execute a 2023 ARPA Clean Water Fund – MS4 grant agreement (Grant # 06140-ARPA-CWF-MS4-01) not to exceed the amount of \$459,698, with a 20% matching requirement, after review and approval by the City Attorney’s Office
	-
Subject	4.7. 1. Creation of Water Resources Utility Inspector position 2. Creation of Stormwater Field Specialist position - DPW - Water Resources/HR
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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 - Water Resources
Type	Action
Recommended Action	to recommend that City Council approve the: 1. Creation of Water Resources Utility Inspector, Regular, Full-time, Non-Exempt, AFSCME, Grade 19, role in the Department of Public Works 2. Creation of Stormwater Field Specialist, Regular, Full-time, Non-Exempt, AFSCME, Grade 18, role in the Department of Public Works
Subject	4.8. Reclassification of one (1) Clerk/Treasurer position - C/T/HR
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	to approve and recommend that the City Council approve the: ☐ Reclassification and Retitling of Cash & Banking Accounting, a Regular, Full-time,

Nonexempt,
AFSCME, Grade 16, position to Senior Accountant, a regular, Full-time, Exempt, Non-union, Grade 18, position in the Clerk/Treasurer's Office

Subject	4.9. Reclassification of Two BCA Positions - BCA/HR
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	City Arts
Type	Action
Recommended Action	To recommend that City Council approve the: ☐ Reclassification of the Assistant Director position, a Regular, Full-Time, Exempt, Grade 19, position to a Regular, Full-Time, Exempt, Grade 22 position in Burlington City Arts retroactive to July 1, 2023, and to further authorize retro pay in an amount to not exceed \$1,929.97; and, ☐ Reclassification of the Festival and Event Director position, a Regular, Full-Time, Exempt, Grade 18 position to a Regular, Full-Time, Exempt, Grade 20 position in Burlington City Arts retroactive to July 1, 2023, and to further authorize retro pay in an amount not to exceed \$1,792.25

5. FY25 General Fund Budget Update

Subject	5.1. FY25 General Fund Budget Update - Board of Finance - December 18, 2023
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. FY25 General Fund Budget Update
Department	Clerk/Treasurer's Office
Type	Information Discussion

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	December 18, 2023 - Board of Finance Meeting - Monday, December 18, 2023, 5:00 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

