



OFFICE OF THE CLERK/TREASURER

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BOARD OF FINANCE

MONDAY, JUNE 25, 2012

MINUTES

PRESENT: Mayor Weinberger; City Council President Shannon; Councilors Bushor and Decelles; Councilor Paul (arrived at 6:45pm); Interim CAO Sisson

ALSO PRESENT: ACAO Goodwin; ACAO Schrader; Make Kanarick, Mayor's Office; Susan Leonard, HR; City Attorney Schatz; Pat Buteau, DPW; Mari Steinbach, Parks and Recreation; Colin McNeil, McNeil, Leddy, Sheahan

1. Agenda

City Council President Shannon and Councilor Decelles made a motion to adopt the agenda.

Councilor Decelles stated there should be a discussion about Parking Fees and added it as item 9.

Mayor Weinberger added item 10: Police Compensation Change.

The motion was adopted unanimously as amended.

2. Public Forum

n/a

3. Communication Re: Appointment of CEDO Director - Mayor

Mayor Weinberger stated this is a communication regarding the step placement for the CEDO director. He stated he does not intend to request as step placement if the market adjustments for department heads are approved. If they are not approved, he will request a step placement that will make the salary comparable to what it would have been with the adjustment.

Councilor Bushor and City Council President Shannon made a motion to accept the communication and place it on file. The motion passed unanimously.

4. Authorization to Execute Enhancement Agreement for Main Street Mid-Block Crosswalk – DPW

Councilor Bushor and City Council President Shannon made a motion to accept the grant and execute the agreement.

Councilor Bushor inquired if the Street Capital Program is separate from the Capital Improvement Program. Pat Buteau, DPW, stated that is correct. Councilor Bushor inquired if a livable wage will be paid, as there are attachments to the agreement that outline requirements for personnel. Mr. Buteau stated they always pay a livable wage. Councilor Bushor inquired if the State must accept the rate the City chooses to pay. Mr. Buteau stated that is correct, and in this instance they would adopt the State livable wage rates.

The motion passed unanimously.

5. Authorization for Step Placement for BCA Curator - HR

Councilor Bushor and City Council President Shannon made a motion to approve the step placement.

Councilor Bushor stated the person filling this position seems overqualified and she hopes the person likes Burlington and it works out. She stated she is pleased.

The motion passed unanimously.

6. Authorization for General Fund Capital Improvements and Penny for Parks Budget - Parks

Councilor Bushor and City Council President Shannon made a motion to approve the budget and recommend City Council approval.

Councilor Bushor stated when she was looking through her packet, she did not see a presentation about the overall capital improvement projects for this year. She stated she has no problem adopting a dollar amount with the understanding that the Board of Finance will receive the five year plan to define what projects will be completed. The resolution should be modified to include the totals and the projects. In the past, there have been instances when the budget has been adopted and the capital improvements budget has been adopted later. Interim CAO Sisson stated they are expecting the five year plan by the end of the week. Councilor Bushor inquired about modifications to the resolution. Mayor Weinberger stated this will be addressed again in July and will be reviewed then.

Councilor Bushor and City Council President Shannon made a motion to amend the resolution to outline the process more accurately. Interim CAO Sisson suggested new language for the resolution. Mayor Weinberger stated he is in favor of the proposed changes.

The motion passed unanimously.

7. Authorization for Purchase of 59 Murray Street – Schools

Councilors Bushor and Decelles made a motion to approve the purchase and recommend City Council approval.

Councilor Bushor inquired if the School budget includes land acquisition money, and if not, where money for this will purchase come from. Colin McNeil, McNeil, Leddy, Sheahan, stated they do not have a specific line dedicated to land purchases. This will come from their School Improvement budget. To the School Board, it seems like an opportunity they should not pass up. They may have to delay another project in order to make this purchase, but they believe this is worth doing. Councilor Bushor stated she wanted to make sure that there is a line in the budget.

City Council President Shannon inquired what they will use this for. Mr. McNeil stated they are considering using it for office space and having more classrooms in the school building. They do not have an approved plan as of yet.

Councilor Bushor stated it is a .9 acre lot. Mr. McNeil stated they are considering using the yard to expand the gardening area for students.

The motion passed unanimously.

8. Authorization to Extend UVM Letter of Agreement - Mayor

City Council President Shannon and Councilor Decelles made a motion to approve the letter of agreement.

Mayor Weinberger stated this would authorize extending the 2007 letter of agreement which governs the payment UVM makes each year for services. This would extend the agreement, and in the course of the next year when the new UVM President begins work, there will be discussions about the items mentioned in the resolution the Council passed in February.

Councilor Bushor stated her issue with this resolution is that it mixes up different agreements that the City has with the University. She stated the 2007 letter of agreement is a voluntary fee for service paid to the City. This resolution should speak to that. The Memorandum of Understanding, which deals with housing and other issues, is separate and is not expiring at this time. If both are going to be included in the resolution, they need to be distinct. She stated she is concerned that people reading this resolution will not be able to understand the distinction. There have been some good points made about Councilors wanting the resolution to reference the previous resolution that was passed with a list of discussion topics. She recommended adding language that would clarify the separation between these two agreements and suggested where this should be inserted. Doing it in this way would be cleaner but accomplish the same goal. City Attorney Schatz stated if the change will simply clarify what the 2007 letter of agreement is, it will not be problematic. The Memorandum of Understanding is not referenced at all, and that was an agreement from 2009. That will not expire until 2015. The Council's February resolution requested that other substantive issues be discussed when negotiating the letter of agreement. The

resolution was open ended to allow the agreements to be separate or wrapped together. The 2007 letter of agreement is all that is referenced in this resolution. This will keep the conversation with UVM going. A representative from UVM suggested calling it a payment for services, rather than a fee for services. He also stated they are open to talking about housing issues in whatever format the Council and Mayor decide is appropriate. There is confusion about the difference between the agreements. Councilor Bushor stated this is a distinct agreement and that is what she would like the resolution to be clear about. She stated she would like to see the other issues outlined more clearly. Mayor Weinberger stated he considered this, but had a difficult time figuring out what the resolved clause would be. Councilor Bushor outlined ways the resolution could be improved and stated this attempts to deal with both issues.

Councilor Paul arrived.

Councilor Paul stated she has read all of the resolutions and letters of agreement from the last ten years. The letter of agreement outlines the fee schedule and how it is arrived at each year. The letter of agreement is the same as the fee for services line in the budget. Councilor Bushor stated there is no disagreement on the payment for services. The issue is the MOU on housing that is due in 18 months. That should involve the HR committee. She would like to make the resolution cleaner, though she has no problem with what is being recommended. She will support this because she wants to continue the agreement, but does not like how the resolution is written.

Councilor Decelles stated the first whereas clause differentiates the two. He stated that the Mayor's Office can outline differences in ongoing discussions. He is comfortable with this.

Mayor Weinberger stated that they should either make an attempt to amend this or vote on it. He stated he is open to an amendment. Councilor Bushor and City Council President Shannon made a motion to amend the resolution to clarify the differences between the agreements. A representative from UVM stated he is concerned about confusing the housing agreement with the resolution from February because they are different issues. Attorney Schatz stated this resolution is much broader and was drafted that way intentionally so it is not limiting. Councilor Bushor suggested further changes to the resolution.

The motion resolution passed unanimously.

9. Discussion of Parking Fees

Mayor Weinberger stated there is a memo from the Director of Parks and Recreation that says they would like to create a \$30 parking pass for those reserving fields to alleviate neighborhood parking issues. In the first year, the goal was to sell 100 passes to generate \$3,000 in revenue. In 2011, they created passes for the second vehicle in a household and sold 40.

Councilor Decelles inquired if a person leaves the park, will they be charged that fee. Mari Steinbach, Parks and Recreation, stated this will only apply to two parks, Oakledge and Leddy, that have gates. These parks have challenges with cars parking on the street and creating neighborhood issues. In Leddy, people park on the turf, which is prohibited by City ordinance.

This year, they have moved forward with imposing the Oakledge fee. These additional fees were implemented to aid parking in the lot. She stated more than 133 passes have been sold, surpassing the goal of 100. It would not affect any of the outlying parks, only the waterfront parks with gate operations. Councilor Decelles inquired who pays the fee for the Parks and Recreation Softball league that plays at Leddy. Ms. Steinbach stated if they enter the gate when there is an attendant on duty, they are encouraged to purchase the season passes at a discounted rate. This gives them parking privileges to all Waterfront Parks. They pay a fee to use the fields, but it has been difficult to get people to pay the additional expense for parking passes. This was done to help alleviate on-street parking issues at Leddy. Councilor Decelles inquired if people attending skating classes will be able to go to the rink to skate without paying the fee. Ms. Steinbach stated those are unrelated topics. This provides an incentive for people who have signed up for summer softball leagues to purchase a season pass at a discounted rate rather than park on the street. They can access the Park, as well as all of the other Waterfront lots at any other time. Councilor Decelles stated he bought one at \$45, but inquired if he were in a league, could he have paid \$30. Ms. Steinbach stated that is correct, and they appreciate that people are already paying to use Parks and Rec facilities. This is intended as an incentive to purchase the season pass and is an additional marketing approach. Councilor Decelles stated he was given the impression that these people would now have to pay additional money to park their car. Ms. Steinbach stated the gates at Leddy close at 6:30, and most adult league players are not arriving until after that time.

City Council President Shannon stated it is a problem at Oakledge. Ms. Steinbach stated they are trying to be responsive to these challenges by implementing this marketing tool. Councilor Decelles stated there are a number of people planning to attend the Parks Commission Meeting about this topic. City Council President Shannon suggested providing materials explaining the program and where it applies so that Councilors can share information with constituents.

The Board voted to accept the communication.

10. Police Compensation Change

Mayor Weinberger stated there were questions that have come up about this plan and he does not feel it is ready for full City Council action tonight. Councilor Bushor stated the money is in the budget for this if it moves forward. This will just delay it. Mayor Weinberger stated that is correct, and there are some technical elements that require further review. Interim CAO Sisson stated a small part of this would apply to FY12. Councilor Bushor inquired if that would be done retroactively. Interim CAO Sisson stated it would. Mayor Weinberger stated the bulk of it will be in FY13 and there may be some retroactive action as well. Councilor Bushor inquired if the general fund surplus would carry over. Interim CAO Sisson stated it is no longer spendable in this scenario. Councilor Bushor stated there are scenarios where union contracts have not been signed and there was a need for several years of retroactive pay. She inquired how that is dealt with financially. Interim CAO Sisson stated funds from the past fiscal year can be spent if it is approved and paid within a 60 day window. Councilor Bushor stated this has happened in the past as well. Interim CAO Sisson stated there can be money set aside in the budget in anticipation of the contract being approved.

The meeting was adjourned at 7:03 pm.