

Resolution Relating to

ANNUAL APPROPRIATION AND BUDGET
FOR FISCAL YEAR BEGINNING JULY 1, 2016

RESOLUTION 4.04

Sponsor(s): Mayor Weinberger;
Councilor Paul

Introduced: 06/27/16

Referred to: _____

Action: amended; adopted

Date: 06/27/16

Signed by Mayor: 06/29/16

CITY OF BURLINGTON

In the year Two Thousand Sixteen

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, Section 157 of the City Charter requires that the Mayor, on or before June 15 of each
2 year, provide to the City Council an estimate of the necessary appropriations to cover the expenses of each
3 department and branch of the City government for the next fiscal year to be known as the "budget;" and

4 WHEREAS, the Mayor provided on June 10, 2016, to the Board of Finance and on June 9, 2016, to the
5 City Council a Recommended Budget for the Fiscal Year beginning July 1, 2016, which is an estimate of the
6 necessary appropriations to cover the expenditures of each fund, department and branch of City government,
7 an estimate of the revenues from sources other than property taxation, including certain operating transfers,
8 and an estimate of the amount to be raised by taxation upon real and personal property within the City of
9 Burlington ("the Mayor's Budget"); and

0 **WHEREAS, the City Council has serious concerns regarding the collection of parking meter**
1 **revenue from 7 – 10 pm, but until such time the hours of collection can be rolled back, the City Council**
2 **supports the budget but expresses grave concerns about the revenue derived during these evening**
3 **hours; and**

4 WHEREAS, on June 27, 2016, the Board of Finance reviewed the Mayor's Budget and recommended
5 that the City Council approve it; and

6 WHEREAS, pursuant to Section 157 of the City Charter the City Council must adopt a budget and
7 make annual appropriations by June 30, 2016, for the Fiscal Year beginning July 1, 2016 ("Fiscal Year
8 2017"); and

9 WHEREAS, it is now appropriate to make cost of living compensation adjustments for Fiscal Year
0 2017 for City employees who are not covered by a collective bargaining agreement; and

1 WHEREAS, pursuant to section 65 of the City's Charter, a reserve fund was created with \$47,500
2 carried over from the Fiscal Year 2015 Public Works Budget, to be used only to pay for a recycling truck, and
3 that money, which is kept in a separate account and invested in the same manner as other public funds, is now
4 included in the Fiscal Year 2017 Capital Budget to purchase that recycling truck in Fiscal Year 2017; and

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ORIGINAL

DISTRIBUTION:

I hereby certify that this resolution has been sent to the following department(s) on

RESOLUTION RELATING TO

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Adopted by the City Council

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..... Clerk

Approved....., 20.....

Attest:

..... Mayor

Vol. Page

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**Resolution Relating to ANNUAL APPROPRIATION AND BUDGET FOR FISCAL YEAR
BEGINNING JULY 1, 2016**

25 WHEREAS, pursuant to section 65 of the City's Charter, a reserve fund was created with \$100,000
26 carried over from the Fiscal Year 2015 Planning & Zoning Budget, to be used only to pay for a study of the
27 City's planning and building permits and permit systems, and only \$64,000 of it was paid within the Fiscal
28 Year 2016 expenses, with the remainder now to be spent pursuant to the Fiscal Year 2017 budget to complete
29 that permit study; and

30 WHEREAS, a public hearing will be held on July 11, 2016, to set the common area fees for the Church
31 Street Marketplace;

32 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Burlington, that the
33 estimates of the revenues and expenditures shown, the schedules and accompanying narrative and tables of the
34 Mayor's Budget, except for the Section titled "Regional Programs" are hereby adopted as the annual
35 appropriation and budget of the City of Burlington for the Fiscal Year beginning July 1, 2016 ("FY17
36 Budget"); and

37 BE IT FURTHER RESOLVED that no General Fund department or program is authorized to make
38 any expenditure unless sufficient unexpended funds to cover the expenditure remain in the FY17 Budget line
39 item from which that expenditure is to be made; and

40 BE IT FURTHER RESOLVED that if the common area fees are not adopted as currently noticed, the
41 Section titled "Church Street Marketplace" shall be adjusted to reflect the adopted common area fees with a
42 corresponding adjustment in expenditures; and

43 BE IT FURTHER RESOLVED that for all departments or programs other than the General Fund
44 departments or programs noted in the previous paragraph ("non-General-Fund departments"), including but
45 not limited to all Special Revenue Funds and all Enterprise Funds, the appropriations in the budget are not
46 available for expenditure until a corresponding revenue amount is received or unless additional revenues are
47 reasonably expected to be received within six months of the expenditure; and

48 BE IT FURTHER RESOLVED that at the close of Fiscal Year 2017 no non-General-Fund department
49 shall have incurred any debt to the City's Main Operating Sweep Account in addition to that owed at the close
50 of Fiscal Year 2016 without prior approval of the Mayor and City Council; and

51 BE IT FURTHER RESOLVED that the unexpended balances from prior year appropriations made for
52 any non-General-Fund departments, including but not limited to debt service reserves and insurance reserves,
53 shall be carried over to the FY17 Budget upon determination by the Chief Administrative Officer of the
54 availability of such unexpended balances; and

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Resolution Relating to ANNUAL APPROPRIATION AND BUDGET FOR FISCAL YEAR
BEGINNING JULY 1, 2016

55 BE IT FURTHER RESOLVED that the following unexpended appropriations (net of actual revenues
56 against actual expenditures) from Fiscal Year 2016 ("FY16") shall be carried over to the FY17 General Fund
57 Departmental Budget upon determination by the Chief Administrative Officer of the availability of such
58 funds, to be used as follows:

59 FY 16 Clerk Treasurer Fund 101 -04: \$80,000 to help fund three citywide elections in FY 17;

60 FY 16 Non-Departmental Fund 101 -00: \$171,531 to be appropriated within the FY 17 Non-
61 Departmental Interfund Transfer Budget to the Housing Trust Fund (which with other funds will add
62 \$175,000 to the Housing Trust Fund over and above revenue raised by the Housing Trust \$.0054 tax rate in
63 FY 17);

64 FY 16 Fire Fund 101 -15: \$20,000 to fund the creation of a Fire Department strategic plan;

65 FY 16 Non-Departmental Fund 101 -00: \$200,000 to be added to Non-Departmental General
66 Operating Budget to help fund a consultant to assess the organizational structure of City General Fund
67 departments, which may initially focus on fleet and facilities and/or other areas of possible efficiency and
68 improved customer satisfaction;

69 FY 16 Information Technology Fund 101 -10: \$85,000 to pay for two studies that were planned for FY
70 16 but that will not start until FY 17: infrastructure planning at the Burlington Electric Department and
71 moving the City's website to a managed, hosted environment;

72 FY 16 Planning and Zoning Fund 101 -06: up to \$350,000 to be appropriated to the FY 17 DPW
73 Engineering Division Budget for pre-development work by consultants for the Great Streets Project;

74 FY 16 Planning and Zoning Fund 101 -06: \$7,617 that was donated in FY 16 for the specific purpose
75 of supporting work by a consultant on the Plan BTV South End project, which will be used in FY 17 to
76 complete this consultant's work; and

77 BE IT FURTHER RESOLVED that the employee positions and grade levels authorized for Fiscal
78 Year 2017 shall be as set forth in the section of the FY17 Budget titled Personnel Listing, except that because
79 the budgeted positions are based on attrition trends and anticipated staff efficiencies, any determination to
80 eliminate or reclassify any existing staff position is subject to appropriate approvals according to the City's
81 Personnel Policies and any applicable union contract; and

82 BE IT FURTHER RESOLVED that the City Council hereby agrees that effective July 1, 2016, all
83 employees not covered by a collective bargaining agreement that provides otherwise shall receive a 2.5% cost
84 of living adjustment, with a continuation of step movement; and

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85 BE IT FURTHER RESOLVED that effective July 1, 2016, all employees not covered by a collective
86 bargaining agreement that provides otherwise, except those employees who have legally opted out of the
87 City's health insurance program, shall contribute 4.16% of their annual salary to the City's Health Insurance
88 Fund (Fund 150) to achieve the target of having employees contribute 16.5% of the total cost of the City's
89 providing health benefits; and

90 BE IT FURTHER RESOLVED that the City Council hereby agrees that effective July 1, 2016, all
91 Class B employees not covered by a collective bargaining agreement that provides otherwise shall contribute
92 3.8% of their annual salary and all Class A employees not covered by a collective bargaining agreement that
93 provides otherwise shall contribute 11% of their annual salary to the City's Retirement Fund (Fund 125); and

94 BE IT FURTHER RESOLVED that the City Council hereby agrees that effective July 1, 2016, and
95 only for Fiscal Year 2017, all employees not covered by a collective bargaining agreement that provides
96 otherwise shall contribute an additional .2% of their annual salary to the City's Retirement Fund (Fund 125);
97 and

98 BE IT FURTHER RESOLVED that no vacancy in any position shall be posted, advertised, or filled
99 without advance approval of the Chief Administrative Officer; and

100 BE IT FURTHER RESOLVED that within the General Fund Budget there is an account line noted as
101 "Contingency," with an amount of \$100,000, none of which shall be expended without prior approval of the
102 Board of Finance and the City Council; and

103 BE IT FURTHER RESOLVED that within the General Fund Budget there is an account line noted as
104 "Total Compensation Contingency," with an amount of \$100,000, which the Chief Administrative Officer
105 may move to the operating budgets as needed to cover contingencies related to compensation/benefits of
106 General Fund staff; and

107 BE IT FURTHER RESOLVED that the Chief Administrative Officer may, from time to time, make
108 expenditures, from the General Fund of the City, for the purposes of acquisition, construction and installation
109 of certain capital improvements or other obligations. The City may intend that such expenditures, including
110 but not limited to parking and terminal improvements at the Burlington International Airport, downtown
111 parking, and street capital improvements, be reimbursed through the issuance of tax-exempt bonds or other
112 obligations, and pursuant to Treasury Regulations Section 1.150-2, the City must declare an intent to
113 reimburse such expenditure with the proceeds of bonds or other obligations. The Chief Administrative Officer
114 is hereby authorized and designated as a representative of the City to adopt an *official* intent, on behalf of the

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15 City, to determine, in each case, whether an approved expenditure for capital improvements will be
16 reimbursed with the proceeds of bonds or other form of obligation; and

17 BE IT FURTHER RESOLVED that the fees charged by Planning & Zoning shall continue at the same
18 level as approved on the FY 2016 Fee Schedule; and

19 BE IT FURTHER RESOLVED that effective July 1, 2016, the monthly rates for combined water and
20 wastewater shall be increased by increasing the rate for water from \$4.00 to \$4.05 per 100 cubic feet and
21 leaving the rate for wastewater the same at \$5.55 per 100 cubic feet; and

22 BE IT FURTHER RESOLVED that effective July 1, 2016, the monthly rate for water only shall be
23 increased from \$4.08 to \$4.13 per 100 cubic feet; and

24 BE IT FURTHER RESOLVED that effective July 1, 2016, the monthly stormwater rates shall be
25 increased from \$1.95 to \$2.47 per ISU (impervious surface unit or one thousand square feet); and

26 BE IT FURTHER RESOLVED that investment management fees and related administrative
27 expenditures of the Burlington Employees Retirement System shall be funded from the investment returns of
28 the Retirement Fund and shall not exceed \$700,000 in the fiscal year ending June 30, 2017, but other
29 operating expenses, including retirement employee wages, shall be paid by contributions to the Fund; and

30 BE IT FURTHER RESOLVED that the Medicomp rate for those remaining eligible for it shall be
31 \$113.78 per month for a single person, and \$176.85 for a single + one and the monthly COBRA premium
32 equivalent for health and dental insurance shall be as follows:

	Health	Dental
34 Single	\$ 640.10	\$ 28.60
35 Single +1	\$1,216.19	\$ 52.40
36 Family	\$1,792.27	\$ 88.09; and

37 BE IT FURTHER RESOLVED that pursuant to section 65 of the City's Charter, a reserve fund is
38 hereby created, to be funded with \$250,000 from the Fiscal Year 2016 Department of Public Works Fund 101
39 Budget, and that money shall be kept in a separate account and invested in the same manner as other public
40 funds, and shall be used only to pay for fuel, salt and overtime costs for snowplowing and related activities on
41 roads and sidewalks that would exceed any year's budgeted amount for those expenses because of an
42 unbudgeted increase in costs, a greater than usual need for those services, or other costs that could not have
43 been anticipated; and

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- 144 BE IT FURTHER RESOLVED that the remaining proceeds from the sale of City land to the Onion River Coop (City Market) in 2015, estimated to be approximately \$100,000, and that is currently held in the General Fund Committed Fund Balance, shall be transferred to the General Fund Unassigned Fund Balance to defray the cost of any money spent out of the \$100,000 Total Compensation Contingency authorized above;
- 147 and
- 148 BE IT FURTHER RESOLVED that except as otherwise provided herein any amounts held in a reserve fund for more than one year shall be identified in a separate section of the budget report entitled "Reserve Funds;" and
- 151 BE IT FURTHER RESOLVED that the \$50,000 in the FY17 Budget allocated for City Councilor- Requested Initiatives, contingent on the development by the Board of Finance or City Council of a plan for verifying requests, monitoring, and assessing the use of funds, shall be allocated as follows (as recommended by the Board of Finance on June 6, 2016):
- 155 (1) \$14,550 to establish three separate Neighborhood Clean-up Events, one in each district of the City;
- 156 (2) \$9,000 to fund the creation process of three murals in Burlington's Old North End.
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1b/Blackwood/Resolutions 2016/Annual Appropriation and Budget for Fiscal Year Beginning July 1, 2016 (Budget) 6/23/16 amended; adopted 06/27/16 LO

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All Departments
City Attorney's Office, Linda Blanchard

RESOLUTION RELATING TO

Annual Appropriation and Budget for Fiscal Year Beginning July 1, 2016

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Amended

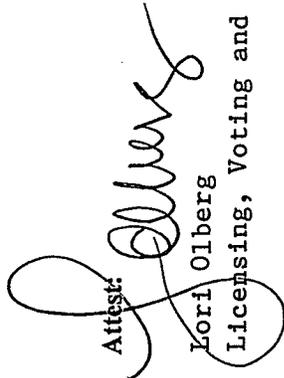
Adopted by the City Council

June 21, 2016

..... Clerk

Approved June 29, 2016

..... Mayor

Attest:

Kori Olberg
Licensing, Voting and Records Coordinator

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